

**AGENDA**  
**REGULAR MEETING OF THE AMES CITY COUNCIL**  
**COUNCIL CHAMBERS - CITY HALL - 515 CLARK AVENUE**  
**AUGUST 8, 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.

**CALL TO ORDER:** 6:00 p.m.

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

1. Motion approving payment of claims
2. Motion approving Minutes of Regular Meeting of July 25, 2017
3. Motion approving certification of civil service applicants
4. Motion approving Report of Contract Change Orders for July 16-31, 2017
5. Motion approving revisions to City's Street Banner Policy adding University Boulevard - ISU Research Park - as allowed banner location
6. Motion approving 5-day (August 12 - August 16) Class C Liquor License for Olde Main Brewing Company at Reiman Gardens, 1407 University Boulevard
7. Motion approving 5-day (August 19 - August 23) Special Class C Liquor License for Gateway Market MLK at ISU Alumni Center, 420 Beach Avenue
8. Motion approving 5-day (September 8 - September 12) Special Class C Liquor License for Friendship Ark Homes & Community Services at CPMI Event Center, 2321 North Loop Drive
9. Motion approving new Special Class C Liquor License & Outdoor Service for India Palace, 120 Hayward Avenue (pending final inspection)
10. Motion approving temporary Outdoor Service Privilege for London Underground, 212 Main Street, for the Reuse, Repurpose, Recycle Market on August 27
11. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
  - a. Class C Liquor – JJC Ames 1, LLC, 2420 Lincoln Way, Ste. 103
  - b. Class C Liquor, Catering, & Outdoor Service – Iowa State Center - CY Stephens, CY Stephens, Iowa State University
  - c. Class C Liquor, Catering, & Outdoor Service – Iowa State Center - Fisher Theater, Fisher Theater, Iowa State University
  - d. Class C Liquor & Catering – Es Tas Stanton, 216 Stanton Avenue
  - e. Class C Liquor – El Azteca, 1520 S. Dayton Avenue
  - f. Class B Beer – Flame-N-Skewer, 2801 Grand Avenue, Ste. #1125
  - g. Class C Beer & B Wine – Hy-Vee Gas #5013, 4018 Lincoln Way
  - h. Class C Liquor – Deano's, 119 Main Street
12. Resolution approving Investment Report for Fiscal Year Ending June 30, 2017
13. Resolution approving Certificate of Consistency with City's 2014-18 CDBG Consolidated Plan on behalf of Youth and Shelter Services
14. Resolution endorsing submission of Transportation Safety Improvement Program Grant for intersection improvements at S. Grand Avenue/S. 16<sup>th</sup> Street Intersection Improvements
15. Resolution approving Addendum to Memorandum of Understanding with Iowa State University regarding law enforcement services at University-leased residential property

16. Resolution authorizing staff to increase Purchase Order to Palmer Group for Human Resources staffing services in an amount not to exceed \$128,000
17. Resolution approving one-time capital outlay in the amount of \$30,833 for CyRide Bus Turnaround Construction at Storm Street and Welch Avenue, contingent upon approval by Iowa State University (ISU) and ISU Student Government to each provide \$30,833
18. Resolution approving bow hunting within the Park System, on City property, and at other eligible property as detailed in Urban Deer Management Ordinance and rules
19. Resolution awarding contract to Star Equipment of Des Moines, Iowa, for purchase of Rubber Tired Telehandler for Electric Power Production in the amount of \$105,614
20. Resolution awarding contract to Entek Systems, Inc., of Sautee, Georgia, for purchase of 2,000 DCU Switches for Electric Services Department in the amount of \$137,680
21. Resolution approving contract and bond for 2016/17 Downtown Street Pavement Improvements (Sherman Avenue)
22. Resolution approving Change Order No. 3 to Veenstra & Kimm, Inc., for engineering consulting services associated with NPDES Permit and related issues for Steam Electric Plant in the amount of \$35,000
23. WPC Digester Improvements Project:
  - a. Resolution approving Change Order No. 10 to Eriksen Construction Co., Inc., adjusting final quantities
  - b. Resolution accepting final completion
24. Resolution approving Plat of Survey for 2005 and 2017 E. Lincoln Way
25. Resolution approving Plat of Survey for 3622 Woodland Street; 303 Westwood Drive; 3637, 3643, 3649, and 3655 Story Street
26. Resolution approving Final Plat for Crane Farm Subdivision, 5<sup>th</sup> Addition

**PUBLIC FORUM:** This is a time set aside for comments from the public on topics of City business other than those listed on this agenda. Please understand that the Council will not take any action on your comments at this meeting due to requirements of the Open Meetings Law, but may do so at a future meeting. The Mayor and City Council welcome comments from the public; however, at no time is it appropriate to use profane, obscene, or slanderous language. The Mayor may limit each speaker to five minutes.

**PARKS & RECREATION:**

27. Resolution awarding contract to RDG Planning & Design of Des Moines, Iowa, for Healthy Life Center Planning Study in an amount not to exceed \$93,450

**PUBLIC WORKS:**

28. Resolution approving Professional Service Agreement with Toole Design Group of Madison, Wisconsin, in an amount not to exceed \$99,994 for development of Ames Complete Streets Plan

**HEARINGS:**

29. Hearing on Water Pollution Control Facility Screening System Improvements Project:
  - a. Resolution approving final plans and specifications and awarding contract to Woodruff Construction, LLC, of Ames, Iowa, in the amount of \$755,300
  - b. Resolution authorizing reallocation of savings from WPC Street Repairs to WPC Facility Screening System Improvements
30. Hearing on 2016/17 Right-of-Way Restoration:
  - a. Resolution approving final plans and specifications and awarding contract to Green Tech of Iowa of Grimes, Iowa, in the amount of \$104,000
31. Hearing on General Obligation Refunding Bonds, Series 2009B:
  - a. Resolution approving proposal to enter into Loan Agreement for refunding the outstanding balance of the Bonds and setting August 22, 2017, as date of sale

32. Hearing on Vacation of Public Utility Easement at 1404 Boston Avenue:
  - a. Resolution approving vacation of Public Utility Easement

**ADMINISTRATION:**

33. Discussion with ASSET volunteers regarding City ASSET Priorities for FY 2018/19:
  - a. Motion approving FY 2018/19 City ASSET Priorities
34. Staff Report on request of customer for adjustment to utility account:
  - a. Motion providing direction to staff
35. Request from Habitat for Humanity regarding parking on west side of Kingsbury Avenue:
  - a. Motion directing staff to prepare ordinance
36. Development review presentation

**FINANCE:**

37. Resolution approving Preliminary Official Statement for General Obligation Corporate Purpose Bonds, Series 2017A; setting date of sale for August 22, 2017, and authorizing electronic bidding for the sale

**ORDINANCES:**

38. First passage of ordinance modifying Section 2.48 of the *Municipal Code* pertaining to the City Attorney
39. Second passage of ordinance rezoning property, with Master Plan, at 3115, 3119, 3301, 3325, 3409, and 3413 South Duff Avenue (Brick Towne Development) from Highway-Oriented Commercial (HOC) and High-Density Residential (RH) to Planned Residence District (F-PRD) and Highway-Oriented Commercial (HOC)
40. Second passage of ordinance rezoning property, with Master Plan, at 1114 South Dakota Avenue from Planned Residence District (F-PRD) to Community Commercial/Residential (CCR)
41. Third passage and adoption of ORDINANCE NO. 4318 creating exceptions for parking lot minimum setbacks and landscape percentage
42. Third passage and adoption of ORDINANCE NO. 4319 pertaining to appeals of administrative decisions regarding zoning-related issues
43. Third passage and adoption of ORDINANCE NO. 4320 creating Barilla Tax Increment Financing District

**COUNCIL COMMENTS:**

**ADJOURNMENT:**

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

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

AMES, IOWA

JULY 25, 2017

The Regular Meeting of the Ames City Council was called to order by Acting Mayor Amber Corrieri at 6:00 p.m. on July 25, 2017, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law. In addition to Ms. Corrieri, present were Council Members Bronwyn Beatty-Hansen, Gloria Betcher and Tim Gartin. Council Member Peter Orazem joined the meeting telephonically. *Ex officio* Member Rob Bingham was also present. Council Member Chris Nelson was absent.

**CONSENT AGENDA:** Council Member Betcher requested that Item No. 8 (Encroachment Permit for a sign at 122 Hayward Avenue) and Item No. 11 (Requests from KHOI for 5<sup>th</sup> Birthday Celebration) be pulled from the Consent Agenda for separate discussion.

Moved by Betcher, seconded by Gartin, to approve the following items on the Consent Agenda:

1. Motion approving payment of claims
2. Motion approving Minutes of Regular Meeting of July 11, 2017, and Special Meeting of July 18, 2017
3. Motion approving Report of Contract Change Orders for July 1-15, 2017
4. Motion approving new Special Class C Liquor License for Ciao's Italian Restaurant, 217 South Duff Avenue (pending dram)
5. Motion approving ownership change for Class C Liquor License for JJC Ames 1 LLC, 2420 Lincoln Way, Ste. 103
6. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
  - a. Class E Liquor, C Beer, & B Wine – AJ's Liquor II, 2515 Chamberlain Street
  - b. Class B Beer – Pizza Ranch of Ames, 1404 Boston Avenue
  - c. Special Class C Liquor – HuHot Mongolian Grill, 703 S. Duff Avenue, Ste. #105
  - d. Class C Liquor, Catering, & Outdoor Service – Cyclone Experience Network, Jack Trice Stadium
  - e. Class C Liquor & Catering – Olde Main Brewing Co., 316 Main Street
  - f. Class C Liquor, B Native Wine, Catering, & Outdoor Service – The Mucky Duck Pub, 3100 South Duff Avenue
7. RESOLUTION NO. 17-455 approving and adopting Supplement No. 2017-3 to *Ames Municipal Code*
8. RESOLUTION NO. 17-457 setting August 8, 2017, as date of public hearing for sale of General Obligation Refunding Bonds in an amount not to exceed \$4,500,000
9. RESOLUTION NO. 17-458 setting August 8, 2017, as date of public hearing for vacation of portion of Public Utility Easement at 1404 Boston Avenue
10. Outside Counsel Services for Legal Department:
  - a. RESOLUTION NO. 17-461 approving additional funding for prosecution assistance from Coppola Law Firm
  - b. RESOLUTION NO. 17-462 approving additional funding for time-sensitive legal work from Hopkins and Huebner Law Firm
11. Public Art Commission:
  - a. RESOLUTION NO. 17-463 approving deaccession of “Bouquet”
  - b. RESOLUTION NO. 17-464 approving deaccession of “Change on Your Dollar”
12. Request from The Ames Foundation:
  - a. RESOLUTION NO. 17-465 authorizing staff to split Fall 2017 tree planting costs with the Ames Foundation

- b. RESOLUTION NO. 17-466 authorizing staff to finance full cost of Spring 2018 tree planting costs
  - 13. RESOLUTION NO. 17-467 approving renewal contract with EMC Risk Services, LLC, of Des Moines, Iowa, to provide third-party administration of worker's compensation and Municipal Fire and Police "411 System" claims for August 1, 2017, through July 31, 2018, at a cost not to exceed \$55,000
  - 14. RESOLUTION NO. 17-468 approving 2017/18 Intergovernmental Agreement with Metro Waste Authority for satellite Household Hazardous Materials collection and disposal operation at an annual cost of \$76,431.24
  - 15. RESOLUTION NO. 17-469 awarding contract for purchase of Two Truck Chassis from Stew Hansen Dodge City of Des Moines, Iowa, in the amount of \$81,906
  - 16. RESOLUTION NO. 17-470 waiving formal bidding requirements and approving purchase of Public Safety software maintenance from Superior Public Sector
  - 17. RESOLUTION NO. 17-471 waiving formal bidding procedures and approving purchase of financial software maintenance from Superior Public Sector
  - 18. RESOLUTION NO. 17-472 approving Change Order No. 22 with Knutson Construction Services, Inc., for New Water Plant - Contract 2
  - 19. RESOLUTION NO. 17-473 accepting completion of Unit No. 7 Crane Repair
- Roll Call Vote: 5-0. Resolutions/Motions declared adopted/approved unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**ENCROACHMENT PERMIT FOR A SIGN AT 122 HAYWARD AVENUE:** Council Member Betcher said that she had pulled this item from the Consent Agenda to confirm what the Council would actually be voting on. The confusion results from what is requested on the application and what is actually contained in the Council Action Form. Ms. Betcher clarified that the Council will only be voting on an Encroachment Permit for the sign and not for the awnings.

Moved by Betcher, seconded by Beatty-Hansen, to adopt RESOLUTION NO. 17-456 approving Encroachment Permit for a sign at 122 Hayward Avenue.

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

**REQUESTS FROM KHOI FOR 5<sup>TH</sup> BIRTHDAY CELEBRATION ON AUGUST 12, 2017:** Council Member Betcher indicated that she had pulled this item from the Consent Agenda because she wanted to give representatives from KHOI an opportunity to say something about the Celebration. She also wanted confirmation that KHOI representatives had talked with the business owners in the Downtown.

Allan Gildehaus, 3833 Welbeck Drive, Ames, advised that August 12 is the fifth year to the day since KHOI began to broadcast live from 410 Douglas Avenue. He said this is a real milestone for KHOI and for radio stations, in general. Mr. Gildehaus described the various activities that will be part of the Celebration.

Moved by Betcher, seconded by Beatty-Hansen, to approve the following requests from KHOI for 5<sup>th</sup> Birthday Celebration on Saturday, August 12, 2017:

- a. Motion approving blanket Temporary Obstruction Permit for closed area
- b. RESOLUTION NO. 17-459 approving closure of Douglas Avenue from 5<sup>th</sup> Street to alley north of Main Street from 3:00 p.m. to 11:59 p.m.
- c. RESOLUTION NO. 17-460 approving closure of 8 metered parking spaces and waiver

of parking meter fees

In answer to Ms. Betcher's question, Mr. Gildehaus said that they had talked to the four affected businesses on Douglas Avenue, and he had received signatures from those businesses.

Council Member Betcher advised that she had heard some concerning comments about issues that are caused by late requests for closures. She said that the Council's approval of late requests present kind of a moving target for planning Public Works projects in the Downtown area. Ms. Betcher commented that it was worth the Council acknowledging that the later something is planned and requested from the City Council, the more burden that gets placed on any other project that might be going on in the Downtown to work around those things.

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

**PUBLIC FORUM:** Acting Mayor Corrieri opened Public Forum.

Cindy Hicks, 304 Main Street, Ames, advised that earlier this year, she had submitted an application for the Main Street Cultural District (MSCD) to receive the Iowa Great Places Designation, which is sponsored by the Iowa Department of Cultural Affairs. In May, the MSCD was notified that Ames was a finalist, and in June, they hosted a group from the state for a site visit. According to Ms. Hicks, the Designation is given to unique communities with a strong vision for innovation and enhancing vitality and quality of life while staying true to what makes the community unique. Once designated, it opens up opportunities for grants to support the development of new and existing infrastructure intended to cultivate unique qualities in neighborhoods, communities, and regions in Iowa. She said that the average grant amount is \$185,000. Ms. Hicks announced that the MSCD had been chosen for the Iowa Great Places Designation. She thanked the Mayor, City Council, and City staff for their support. Ms. Hicks commented that, because of that support, she was able to put together such a strong application.

Keith Denner, owner of Professional Property Management, 205 South Fifth, Suite 101, Ames, gave his business address as 5901 Vista Drive, West Des Moines, Iowa. Mr. Denner commented that he had been a business person in Ames for 40 years. Mr. Denner referenced Council Member Orazem's recent report (to encourage more construction so that rents will come down), stating that it had caused some consternation among his clients. Mr. Denner recommended that the City gather more information before moving on to encourage, discourage, or even discussing multi-family, such as:

1. There are a lot of vacancies. Mr. Denner noted many incentives that are being offered by landlords/property managers to get renters.
2. Find out what all the vacancies and lower rents are going to do to the tax base.

Mr. Denner also requested that the City ask the City Assessor for feedback and do an analysis if rents went down. He also would like the Council to request that staff, perhaps from Planning and Housing, do a survey on what the market is like and the vacancies. Mr. Denner believes that lower rents will mean a significant reduction in the tax base for the City and the School Districts.

According to Mr. Denner, when the number of vacancies climbs, more crime often results. As the City focuses on what it wants to do with multi-family, they need to think about these things. Mr.

Denner commented that what is happening right now is that property managers/landlords are not even checking references because they just want renters; he has personal knowledge of that occurring. Mr. Denner asked that Ames determine what it really wants and ask if lowering rents would be a good thing. Mr. Denner also recommended that every building that is built in Ames be built to the Crime-Free Property specifications. He also suggested that, on every new and renewed Occupancy Permits, the developer/owner sign up for the Crime-Free Property Program.

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

**2007/18 SHARED USE PATH SYSTEM EXPANSION (BLOOMINGTON ROAD TO ADA HAYDEN HERITAGE PARK) AND 2016/17 CONCRETE PAVEMENT IMPROVEMENTS PROJECT (DAWES DRIVE):** Municipal Engineer Tracy Warner and Mark Gansen, Civil Engineer with the City's Public Works Department, were present. Mr. Gansen provided the background on this project since May 2017.

Mr. Gansen pointed out that the original concept location was to have the path on the west side of U. S. Hwy. 69. Through coordination with the Iowa Department of Transportation (Iowa DOT), it was determined that Dawes Drive would need to be shifted to the west to create room between Dawes Drive and the existing guardrail for the path. According to Mr. Gansen, the common denominator is extending the shared use path along the east side of Dawes Drive north from Bloomington Road through the extents of the existing guardrail. That opens up additional options. Design Alternative A was shown. That Alternative would have the path then cross Dawes Drive and continue along the west side to Ada Hayden. It would allow for the extension of the Skunk River Trail along U. S. Highway 69, as well as the path adjacent Dawes Drive. That option requires minimal changes to both sets of design plans, and the 2016/17 Concrete Pavement Improvements could be bid in the fall while the 2007/08 Shared Use Path System Expansion could be bid in the winter. Construction for both projects would be completed in 2018.

Council Member Betcher asked for clarification of what was meant by adjacent to the shared use path. She asked if that meant that the shared use path would be on the road with a painted line for the shared use path. Mr. Gansen explained that the preliminary plans show a two-foot raised median between the roadway and the path.

Mr. Gansen noted that the City would be responsible for clearing the snow along the path. The path along Dawes crosses several driveways, and that snow plowing would block those drives. The residents would be responsible for clearing the snow from those areas of their driveways after the path and/or street have been plowed. The property owners would not be responsible for clearing the path along their frontage. If the sidewalk alternative is explored, it would be the property owners' responsibility to clear snow from the sidewalk.

Council Member Gartin noted that \$100,000 seemed like a large sum of money, but in light of the kind of expenditures that the City has for bike improvements, it is a fairly reasonable amount of money given the scope of this project. Municipal Engineer Warner compared the project to some of the Skunk River Trail sections, which equate to be around a \$1 million project. She also noted that there is project savings from prior roadway improvement projects.

Ms. Betcher also noted concerns expressed by property owners that the path on the west would be encroaching on the smaller lots on the north end of Dawes. Mr. Gansen replied that there will be no permanent impacts on those lots through that area. However, there is one lot where there might

need to be a retaining wall.

According to Ms. Betcher, she had also heard that the Skunk River Trail could be damaging to properties. She asked if there would be access through the lots on the east side for large trucks to go in during construction or if the path was going to be cut as they go. Mr. Gansen answered that the path would be cut as the construction is completed on each section.

Deana Kizer and her mother, Dorothy Kizer, 3919 Dawes Drive, Ames, were present. Deana Kizer stated that 3919 Dawes Drive had been their family's home for 51 years. She indicated that they are in favor of Design Alternative A: to construct two shared use paths. Deana Kizer commented that there is a need for a bike path and the Highway 69 DOT right-of-way is the best place for that, as the bicyclists would be racing around at higher speeds. She also noted that it is a dangerous situation when people are walking down Dawes Drive to get to Ada Hayden; they are actually walking in the middle of the street and literally dodging cars. According to Deana Kizer, she and her mother are not thrilled about having a shared use path through their front yard, but something has to be done about the dangerous situation. She noted that the project had been scaled back a little bit so that it was more friendly to homeowners along Dawes Drive, so they "could live with it." Those that are most impacted are the property owners who have the shortest front yards. Deana Kizer suggested that the City build a shared use path that is similar to what is on 13<sup>th</sup> Street. After being asked by Council Member Gartin, Deana Kizer said that both the distance and the design are bothersome to the Kizers. Addressing that concern, Mr. Gansen said that the design called for a 26-foot roadway with a two-foot median. That would be 13 feet for the vehicle travel lane and a ten-foot-wide path with a two-foot shoulder; that would equate to 25.5 from the centerline. It was noted that the 13<sup>th</sup> Street path is eight feet. Deana Kizer suggested that it be scaled back to eight feet from Adams Street to Top-O-Hollow because it is relatively flat and then be ten feet from Adams Street to Ada Hayden. She felt that that would save some of the trees, would be less invasive to homeowners, and perhaps would be less costly. Deana Kizer also recommended that the median be eliminated. She felt that if someone were to fall, they could get hurt worse than without the median. Deana Kizer pointed out that this neighborhood is unique because of its location near Ada Hayden.

Kay Berger, 4121 Dawes Drive, Ames, noted that she had seen an increase in traffic on Dawes Drive. She and her husband have lived at that location for 44 years. Ms. Berger commented that the most important thing to her is safety. She supports whatever has to be put in place for the safety of people. "Racers" could use a path down by Highway 69. Also, she commented that there is currently a problem with the terrain on the way down to Ada Hayden; it falls off on the east side. Ms. Berger thanked the City for taking its time and trying to get this right.

Roger Berger, 4121 Dawes Drive, Ames, echoed the concern of Deana Kizer about the median. However, he said he has trust in the City's engineering staff that they know that the median is the right thing to do.

Lori Layman, 3906 Dawes Drive, Ames, made a suggestion that the City turn Dawes Drive into a one-way street. If that were done, she felt some of the benefits would be that the street would not need to be as wide, and the shared use path could still share the street. It might also reduce some of the traffic on Dawes. She is also concerned about the trees, especially when construction begins. Her concerns were if the trees would have to come down or if they would not survive if their roots were compromised by the construction. Council Member Gartin asked Ms. Layman if she had talked to her neighbors about her suggestion. Ms. Layman said that one neighbor is not opposed



to making Dawes a one-way street if it increases safety; however, it was not an overwhelmingly positive idea, but it could be if it were to be presented.

Howard Hammond, 104 E. 4<sup>th</sup> Avenue, Slater, Iowa, stated that he is a member of the County Advisory Committee on Trails. He said he is a little bit confused about the plan. He saw a red line and he saw a path down Dawes Drive. Mr. Hammond commented that there is a little park by Connolly's Trucking, but there is no signage that people will be coming down Dawes Drive to get on the path. It appeared that safety was paramount to the residents on Dawes.

Moved by Beatty-Hansen, seconded by Betcher, to adopt RESOLUTION NO. 17-474 approving selection of Design Alternative 1A, which is to construct two shared use paths (extend the one along the east side of Dawes Drive north from Bloomington Road through the extents of the existing guardrail and allow for the extension of the Skunk River Trail along U. S. Hwy. 69, and maintain the ten-foot width.

Council Member Betcher pointed out that there are two purposes: one is a recreational trail and one is a commuter trail. She felt that behooved the Council to spend a little more to get two trails.

Council Member Gartin commented that Alternative 1 A is the "best of both worlds."

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

Moved by Beatty-Hansen, seconded by Betcher, to adopt RESOLUTION NO. 17-475 allocating an additional \$100,000 from unobligated General Obligation Bond funds toward the project .

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

**STAFF REPORT ON LINCOLN WAY PEDESTRIAN STUDY (CAMPUSTOWN), PHASE**

**I:** John Joiner, Director of Public Works, and Damion Pregitzer, Traffic Engineer, were present. Cathy Brown, Iowa State University (ISU) Facilities Planning and Management, was also present. Director Joiner stated that this is a joint effort to study the safety and operations of the Lincoln Way Corridor on the segment of roadway between the main ISU Campus and the Campustown Business District. The Study focused on pedestrian safety and operations for those users traveling north-south across Lincoln Way between ISU Campus and the City. It also evaluated the interactions between those pedestrians and all other modes, such as vehicles, bikes, and transit buses. Mr. Joiner provided the findings of Phase 1 from the Report prepared by Consultants SRF. He advised that Phase II, if directed, would be to look for ways to enhance the pedestrian environment and compliance at two specific intersections: Welch and Sheldon.

Traffic Engineer Pregitzer provided more information on the data collection. Consultants analyzed the results of the Survey to see if the lack of compliance was indicating a problem. Ultimately, it was determined that any issues in the Corridor are related to pedestrian behavior, rather than street design or the physical environment. A key observation in the Corridor was confirmation of the level of pedestrian non-compliance with "walk" indicators for persons crossing Lincoln Way. Except for Sheldon Avenue, compliance with pedestrian crossing indications was below 50% of the persons approaching intersections. Videos were shown of Ash Avenue, Sheldon Avenue, Lynn Avenue/Morrill Road, Welch Avenue, and Lincoln Way.

Council Member Betcher noted that a problem that she did not see captured in the Report is non-compliance with the posted speed limit on Lincoln Way. Mr. Pregitzer showed a chart of the average speed and the average gap between lights. According to Mr. Pregitzer, extending the signal for pedestrians would reduce the speed of vehicles.

Mr. Pregitzer advised that, in general, Phase I of the Study concluded that there are not significant safety issues for pedestrians crossing throughout the Corridor. It was also determined that any safety issues in the Corridor are related to pedestrian behavior, rather than street design or the physical environment. The Study did find that there was operational capacity in the traffic signal timings that could be better optimized to provide a higher priority level for pedestrians (shorter wait times). Two intersections along Lincoln Way, at Sheldon Avenue and Welch Avenue, have lower-than-desired safety performance, such that alternatives should be developed under Phase II of the Study that would mitigate issues at those intersections.

Cathy Brown stated that ISU had good representation on the committee and good discussions. She said that she had expected to find some challenges, which they did not find. Ms. Brown commented that the infrastructure seems to be relatively sound. Ms. Betcher referenced the stairs on Stanton and asked if they should be removed. She felt that those stairs that can lead to Campus might be enticing people to cross at Stanton. Ms. Brown stated that if there were to remove the stairs down to Lake Laverne, another type of physical barrier would need to be added.

Council Member Betcher stated that the unpredictable behavior of pedestrians is problematic. She is not overly confident that any type of educational campaign is going to change those behaviors. Ms. Betcher believes that the speed of vehicles is the problem, at least from Lynn to Beach. Council Member Corrieri asked when the data were taken. Mr. Pregitzer said that the counts were 24-hour and were taken during the school semester. Ms. Betcher said that she is also concerned about the date that the counts were taken; the date on the data that they had said March 9, 2016. Ms. Betcher didn't feel that that was a particularly good date to take a traffic count. It was not a particularly warm day. There wasn't much bicycle traffic. Mr. Pregitzer assured her that the count was taken in the spring 2016. Relative to the survey that had been conducted, Mr. Pregitzer wanted to clarify that poor compliance is not necessarily the issue, but it is a symptom to indicate what area(s) they should focus on. Council Member Beatty-Hansen said she was surprised that vehicular traffic was not factored in as part of the Study. It was noted that there are about 18,000 cars on Lincoln Way per day. Council Member Betcher said that one of the scariest things about this Corridor is the unpredictability of behaviors. She is always looking for someone to jut into the street. Ms. Betcher said that she was not overly confident that any educational campaign is going to change those behaviors that have developed over years.

Council Member Gartin referenced the email from Trevin Ward, which stated that the report was "disgraceful, deceitful, morally bankrupt, and it will kill people...". He asked Mr. Pregitzer to explain the philosophy and the methodology of the Study. Traffic Engineer Pregitzer reminded the Council how the City came to do an analysis of the current state of the Corridor. There were no preconceived results. The Study was actually a precursor to the design. Council Member Gartin commented that the City takes the safety of pedestrians in this area, who are mainly Iowa State University students, very seriously. Ms. Beatty-Hansen said the goal is to make the Corridor pedestrian-friendly and safe. She said that her interpretation of Mr. Ward's email was that you have to count in vehicular traffic as well as pedestrians to really affect the safety of the pedestrians. His concern was that the study was putting all the blame on the pedestrians.

Elizabeth Wentzel, 1125 Marston Avenue, Ames, acknowledged that she is a member of the Ames

Bicycle Coalition (ABC), the Walking College, and a part of Healthiest Ames. Ms. Wentzel expressed her thoughts as well as those of the ABC. According to Ms. Wentzel, the ABC and she recommended that the City reject Phase II of the Lincoln Way Pedestrian Study. She feels that Phase I represents a biased and outdated approach to best management practices and threatens the good work that has already been done. Ms. Wentzel noted that Phase I of the Study had concluded that there were not significant safety issues for pedestrians along Lincoln Way. She believes it is terrifying for pedestrians trying to cross Lincoln Way. Ms. Wentzel encouraged the Council to adopt a Complete Streets Policy for Ames. She also suggested that the Mayor and City Council literally walk the routes to see if they support vehicles and pedestrians. Ms. Wentzel believes that “Complete Streets” will help keep the Ames community safer. She disagreed with the finding that there are not significant safety issues pertaining to street design or the physical environment in the Corridor. Council Member Gartin asked Ms. Wentzel what could be done differently. She recommended that speed limits be reduced and would also like Welch Avenue from the clock tower to Lincoln Way be made into a ped mall. Ms. Wentzel commented that speed of vehicles is definitely a problem; the speed limit should be lowered.

*Ex officio* Member Bingham asked to know the City’s rationale behind the two streets that were chosen (Welch and Stanton). Mr. Pregitzer said that one of the things that was looked at was what had the opportunity to make the most impact.

Council Member Betcher asked to know the time line for Phase II. She asked if there were things that could be done in the meantime. Mr. Pregitzer listed the timing of the signals as being on the “short list” and possibly taking the suggestion to making it “no right turn on red” might be things that could be done quickly. Ms. Betcher asked what would be the value in doing Phase II if it is going to be months out and some things can be done now to increase safety. Director Joiner noted that the Public Works Department was already working with the Police Department on an educational campaign to encourage compliance and reward good behavior.

Council Member Gartin advised that he wants to look at what other university towns are doing. There are other university towns that have high-volume intersections.

Moved by Gartin, seconded by Orazem, to adopt RESOLUTION NO. 17-476 authorizing Phase II.

Council Member Orazem asked why there was a 30-mph speed limit around the University. Reducing the speed limit seems to him to be a reasonable thing to do. Mr. Pregitzer stated that Lincoln Way is a major east-west arterial; reducing the speed limit would have a big impact on traffic flow.

Council Member Beatty-Hansen asked how the timing of Phase II coincides with the timing of Complete Streets. Mr. Pregitzer said more than likely they will not time out together; the Complete Streets Policy will take a while. If things go as planned, staff hopes to bring back information on a consultant for the Complete Streets Policy at the Council meeting of August 8.

Ms. Brown commented that it made sense to her to accelerate the timing of the lights. She recommended that they have a conversation with the consultant to see if there are any negative impacts of doing that. According to Ms. Brown, the University is advocating moving forward with Phase II. Council Member Beatty-Hansen pointed out that things like signal timing can be done more quickly and some items that will be naturally delayed.

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

**AMESNET REGIONAL HIGH-SPEED INTERNET CONCEPT:** Public Works Joiner explained the proposal of Iowa State University for a “AmesNet: Wireless Living Lab for Real-Time Cyber-Physical-Human Systems” for submittal to the national Platforms for Advanced Wireless Research (PAWR) program. AmesNet would provide a wireless network platform across ISU, Ames, Nevada, and a portion of Des Moines. The proposal does not require any financial commitment from the City for the development and deployment. However, the City is being asked to allow the network infrastructure in the right-of-way and cooperate in finding appropriate locations for transmission equipment on electric poles, street lights, and traffic signals. The first five years of installation, development, deployment, operation, and management would be entirely funded by the NSF Grant. Following that period, the City is being asked to provide representation on an AmesNet Consortium controlling board and on operational working groups. The City would also provide advice to the Consortium on developing strategies for the long-term viability for the AmesNet system. Additionally, a portion of the bandwidth of the network would be dedicated to the City as a living lab for providing municipal services. According to Mr. Joiner, the network is not intended as an internet service provider for individual customers, but rather to provide a platform for a “living lab” for wireless research related to municipal services.

It was noted that the proposal submission is due by July 31, 2017. As part of the submittal, a support letter from the City has been requested. The winning projects will be announced during the early part of 2018.

Moved by Orazem, seconded by Beatty-Hansen, to authorize the Mayor to submit a letter of support for Letter of Support for AmesNet Regional High-Speed Internet concept spearheaded by Iowa State University.

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

**AMENDMENT TO MUNICIPAL POOL AGREEMENT BETWEEN CITY OF AMES AND AMES COMMUNITY SCHOOL DISTRICT:** City Manager Steve Schainker provided the background of the Agreement between the City and the Ames Community School District pertaining to the Municipal Pool. Both parties are now exploring options for accommodating their aquatic needs into the future. The City is focused on recreational opportunities and the School District is committed to providing a new competitive venue for its athletic teams. On July 17, 2017, the Ames Community School District approved the amendment to the existing agreement through June 30, 2020.

Moved by Betcher, seconded by Beatty-Hansen, to adopt RESOLUTION NO. 17-477 approving amendment to Municipal Pool Agreement between City of Ames and Ames Community School District.

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

**NEW WATER TREATMENT PLANT - CONTRACT NO. 1 (UTILITIES) WITH S. M. HENTGES & SONS:** Water and Pollution Control Director John Dunn explained that this Contract was for the interconnecting piping between the old and new Water Treatment Plant locations. Mr. Dunn provided a summary of claims asserted by the City.

Moved by Betcher, seconded by Beatty-Hansen, to adopt RESOLUTION NO. 17-478 approving the Settlement Agreement.

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 Beatty-Hansen, to adopt RESOLUTION NO. 17-479 approving Change Order Nos. 5, 6, and 7.

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 Beatty-Hansen, to adopt RESOLUTION NO. 17-480 accepting completion of the project.

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

**HEARING ON REZONING OF PROPERTY, WITH MASTER PLAN, AT 3115, 3119, 3301, 3325, 3409, AND 3413 SOUTH DUFF AVENUE (BRICK TOWNE DEVELOPMENT):**

City Planner Charlie Kuester gave a brief history of the actions that the City had taken on this subject. He said that the owners, Dickson and Luann Jensen, are now seeking to change the zoning to Planned Residence District to allow for flexibility in development of the apartments on individual lots and to retain HOC zoning along the north frontage of the site. The applicant has submitted a rezoning request for 40.62 acres as Planned Residence District (F-PRD) with 5.29 acres remaining as HOC. A Master Plan was also submitted with the application indicating approximately 500-700 apartment units in the Planned Residence District zone with commercial to be located at the new intersection with Crystal Street. According to Mr. Kuester, the Major Site Development Plan that also accompanied the rezoning request is the controlling plan for development within the Planned Residence District and specifies 572 dwelling units in the project, of which 416 are one-bedroom, 136 are two-bedroom, and 20 are three-bedroom units.

Mr. Kuester said that the overall development intensity is consistent with the previously approved conceptual plan and with the rezoning contract approved last fall that limited development to no more than 750 units with a mix of bedrooms. It was noted by Planner Kuester that the proposed changes will require an addendum to the Contract Rezoning Agreement that had been approved by the City Council last fall. The addendum will recognize that F-PRD zoning is now being sought, that the boundaries of the zoning districts will slightly change and that the concept plan is being replaced with a Master Plan. All other requirements of that Agreement would remain in effect, including the need to have a fully executed Avigation Easement prior to site plan approval. There are no changes to the term of development intensity or improvement obligations are proposed with the rezoning.

Planner Kuester advised that the developer is responsible for all on-site utilities and for construction of the regional storm water improvements for the Tea Garden area. The storm water improvements must be in place by October 2018, and the City is in the process of designing the Highway 69 road widening with a target for construction in 2018.

Luke Jensen, 2519 Chamberlain, Ames, speaking on behalf of the property owners, said that the developers wanted a little more flexibility in the design of the project. Mr. Kuester also advised that the landscaping plan that had been submitted by the developer was a little bit different than what

staff normally sees. The proposal included over-story trees and native prairie grasses. It was noted that the new Landscaping Ordinance allows for the differences.

Acting Mayor Corrieri opened the public hearing. The hearing was closed after no one came forward to speak.

Moved by Betcher, seconded by Gartin, to adopt RESOLUTION NO. 17-481 approving an amendment to the Contract Rezoning Agreement.

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 pass on first reading the ordinance rezoning property, with Master Plan, located at 3115, 3119, 3301, 3325, 3409, and 3413 South Duff Avenue (Brick Towne Development) from Highway-Oriented Commercial (HOC) and High-Density Residential (RH) to Planned Residence District (F-PRD) and Highway-Oriented Commercial (HOC).

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

Moved by Gartin, seconded by Betcher, to adopt RESOLUTION NO. 17-482 approving the Preliminary Plat with conditions, as follows:

1. Prior to any grading or earthwork, approval of the storm water management plan is required.
2. Prior to any grading or earthwork, the owner will need to prepare a maintenance and mitigation plan to ensure that a permanent wet pool will not impact airport operations (this plan will be recorded with the Story County Recorder).
3. Prior to any grading or earthwork, the owner will need City of Ames approval for the proposed grading on Airport property.

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. 17-483 approving the Major Site Development Plan.

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

**HEARING ON REZONING PROPERTY, WITH MASTER PLAN, AT 1114 SOUTH DAKOTA AVENUE:** City Planner Julie Gould explained the request from Dickson and Luann Jensen to rezone the property located at 1114 South Dakota Avenue. She also provided the history of the property in question since 1997. It was noted that a Zoning Change Agreement will be needed prior to the third reading of the Ordinance.

Luke Jensen, speaking on behalf of the developer, explained comments from the Planning & Zoning Commission meeting.

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

Moved by Beatty-Hansen, seconded by Betcher, to pass on first reading an ordinance rezoning property, with Master Plan, at 1114 South Dakota Avenue from Planned Residence District (F-

PRD) to Community Commercial/Residential (CCR).  
Roll Call Vote: 5-0. Motion declared carried unanimously.

**HEARING ON 2016/17 DOWNTOWN STREET PAVEMENT IMPROVEMENTS (SHERMAN AVENUE):** Acting Mayor Corrieri opened the hearing and closed same after no one asked to speak.

Moved by Beatty-Hansen, seconded by Gartin, to adopt RESOLUTION NO. 17-484 approving final plans and specifications and awarding a contract to Con-Struct, Inc., of Ames, Iowa, in the amount of \$307,184.50.

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

**ORDINANCE CREATING EXCEPTIONS FOR PARKING LOT MINIMUM SETBACKS AND LANDSCAPE PERCENTAGE:** Moved by Gartin, seconded by Betcher, to pass on second reading an ordinance creating exceptions for parking lot minimum setbacks and landscape percentage.

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

**ORDINANCE PERTAINING TO APPEALS OF ADMINISTRATIVE DECISIONS REGARDING ZONING-RELATED ISSUES:** Moved by Gartin, seconded by Betcher, to pass on second reading an ordinance pertaining to appeals of administrative decisions regarding zoning-related issues.

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

**ORDINANCE CREATING BARILLA TAX INCREMENT FINANCING DISTRICT:** Moved by Betcher, seconded by Gartin, to pass on second reading an ordinance creating the Barilla Tax Increment Financing District.

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

**COUNCIL COMMENTS:** Council Member Betcher said that at the International Town and Gown Conference, she was part of a session presented by Michigan State University, which has been involved in a pilot project to determine where students are living off campus. She noted that it is important that the University be on board to require students to tell the City where they are living; it is mandated at Michigan State. Ms. Betcher said its purpose is to ascertain what kind of demand there might be for rental units for students. This information also could be useful to better address public health issues if something was making its rounds in areas where students are residing. She felt that would be useful to gather more data and could be pursued at Iowa State University. Ms. Betcher said she would be bringing that forward in the future.

Moved by Beatty-Hansen, seconded by Betcher, to refer to staff for a memo the request from Habitat for Humanity to allow parking on the west side of Kingsbury Avenue where the street is wider.

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

**ADJOURNMENT:** Moved by Gartin to adjourn the meeting at 8:50 p.m.

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Diane R. Voss, City Clerk

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Ann H. Campbell, Mayor



AMES, IOWA

JULY 27, 2017

The Ames Civil Service Commission convened in regular session at 8:15 a.m. on July 27, 2017, in the Council Chambers of City Hall, 515 Clark Avenue. Because it was impractical for the Commission members to be present in person, Commission Members Mike Crum, Harold Pike, and Charlie Ricketts were brought into the meeting telephonically. Human Resources Director Kaila Boothroy attended the meeting.

**APPROVAL OF MINUTES:** Moved by Pike, seconded by Ricketts, to approve the minutes of the June 22, 2017, Civil Service Commission meeting as written.  
Vote on Motion: 3-0. Motion declared carried unanimously.

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

Management Analyst:	Sherry Timmins	80
	Matthew Wolf	79
	Miranda Wehde	74
	Tasheik Kerr	72
Transit Trainer:	Jason Lippard	82
Treatment Plant Maintenance Worker:	Noland Rasmusson	79
	Randy Lockart	71
	Cole Nielson	70
	Sam Sitzmann	70
	Ben Adams	*75
	Matthew Elbert	70

\*Includes 5% veterans preference points

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

**CORRECTION TO CERTIFICATION OF ENTRY-LEVEL APPLICANTS LISTS:** Moved by Ricketts, seconded by Pike, to approve the correction of the entry-level certification scores as follows:

Human Resources Officer I:	Krista Hammer	79
Human Resources Officer II:	Krista Hammer	82
	Amanda Blackman	70

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

**AVAILABILITY FOR PRESENTATION (NEW LEGISLATIVE CHANGES):** It was determined that, at the Commission's August 24 meeting, the law firm of Hopkins & Huebner will give a presentation regarding a State bill that had passed which impacts cities' civil service requirements.

**COMMENTS:** The next regularly scheduled Civil Service Commission meeting was set for August 24, 2017, at 8:15 a.m.

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

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Michael R. Crum, Chair

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Jill Ripperger, Recording Secretary



## REPORT OF CONTRACT CHANGE ORDERS

<b>Period:</b>	<input type="checkbox"/>	1 <sup>st</sup> – 15 <sup>th</sup>
	<input checked="" type="checkbox"/>	16 <sup>th</sup> – End of Month
<b>Month &amp; Year:</b>	July 2017	
<b>For City Council Date:</b>	August 8, 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)
Public Works	2007/08 Shared Use Path System Expansion (Oakwood Rd)	1	\$203,988.90	Con-Struct, Inc.	\$0.00	\$9,970.00	T. Warner	MA
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		

**COUNCIL ACTION FORM**

**SUBJECT: MODIFICATIONS TO STREET BANNER POLICY**

**BACKGROUND:**

The City's Banner Policy serves to protect the public safety, protect City property, establish guidelines for the use of banner hardware, and to guarantee a certain level of aesthetic quality. The policy was last modified in October 2015. Further review of the policy was recently initiated by a request from the ISU Research Park to place banners along the section of University Boulevard south of the Airport/Oakwood roundabout. The new street lights installed during construction of that street were specifically designed to support the display of banners.

As part of this proposed Policy update, the ISU Research Park will purchase the University Boulevard banner hardware and donate it to the City. Working with ISU's Facilities Planning and Management Department, the Research Park will maintain, repair, and install banner hardware when necessary, and be responsible for installing and removing banners on this roadway. ISU Research Park will also be responsible for scheduling displays and arranging for the installation and removal of banners.

A copy of the modified banner policy is attached. A summary of the most notable changes follows:

Page 1

- *The City of Ames Street Banner Policy is for regulating all banners to be placed in the following locations: Campustown, Downtown, University Boulevard - Lincoln Way to US 30, University Boulevard - ISU Research Park, South Duff Avenue, and Main Street.*

Page 2

- *Routine maintenance of hardware on **University Boulevard - ISU Research Park** poles will be managed by ISU Research Park. Problems should be reported to the Operations Manager at 515-296-0735.*

Page 4

- **TOTAL NUMBER OF BANNERS: 191** (1 banner/pole)  
*This section was updated to show the current number of banners possible for display.*
- **METHOD OF INSTALLATION:**  
*This section was updated to describe the current approved method for installing banners*

Page 5

- **UNIVERSITY BOULEVARD - LINCOLN WAY TO US 30**  
*This title was updated to distinguish between the sections north of and south of US 30.*

Page 6

- **UNIVERSITY BOULEVARD - ISU RESEARCH PARK**

*This page was created to describe the policy for banners displayed by the ISU Research Park on this section of University Boulevard.*

Page 7

- **TOTAL NUMBER OF BANNERS:** 13 (1 banner/pole)

*This section was updated to show the current number of banners possible for display.*

**ALTERNATIVES:**

1. Approve the revised Street Banner Policy as attached, including the addition of banners along University Boulevard in the ISU Research Park, as well as the other corrections and clarifications detailed above.
2. Direct staff to modify the proposed changes to the Banner Policy.
3. Do not approve the addition of banners on University Boulevard adjacent to the ISU Research Park.

**CITY MANAGER'S RECOMMENDED ACTION:**

These changes are needed to provide for display of banners on the new street light poles south of the Airport Road roundabout, as well as to update other provisions of the Banner Policy.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the revised Street Banner Policy, including the addition of banners along University Boulevard - ISU Research Park.



## **City of Ames Street Banner Policy**

**The City of Ames Street Banner Policy is for regulating all banners to be placed in the following locations: Campustown, Downtown, University Boulevard - Lincoln Way to US 30, University Boulevard - ISU Research Park, South Duff Avenue, and Main Street.**

### **REQUESTS FOR DISPLAY**

Applications for permits to display banners may be obtained from the City Clerk's Office or the City of Ames website (<http://www.cityofames.org>), and should be submitted to the City Clerk's Office. Reservations will be considered no earlier than one year prior to the first day of the month in which the display is desired (e.g. the earliest a request for June 10 display may be accepted is June 1 of the previous year).

Permits will be issued by the City Clerk's Office. In the event that display date requests conflict and cannot be resolved through the primary organization, the City Manager's Designee will attempt to mediate an agreement. If necessary, a final appeal for resolution may be made to the City Council.

### **LENGTH OF DISPLAY**

There is no time limit on pole banner displays.

Organizations may display a banner over Main on Main Street at the intersection of Douglas, Kellogg and Clark for up to thirty (30) days at a time from January through June, and for up to fourteen (14) days at a time from July through December. If no other requests have been received, the City Manager's Designee may grant extensions of up to 14 days in the week prior to the initial installation date and/or during the approved display period.

Organizations may display a banner on the bollards located on Main Street at the intersections of Douglas, Kellogg, and/or Clark for up to fourteen 14 days prior to and including the day and/or days of the special event approved by the City of Ames.

### **INSURANCE**

Applicants and installers shall provide certificates of insurance evidencing general liability coverage in the amount of \$500,000 combined single limit and naming the City of Ames and its employees and assigns as additional insured (with endorsement naming political subdivision).

### **INSTALLATION & REMOVAL**

Permit holders shall be responsible for coordinating installation and removal of banners by insured installers, with the following exception: Banners may be installed on poles and the bollards in the Main Street Cultural District by adult volunteers working on behalf of the District.

Methods of installation shall conform with instructions provided by the City of Ames. Traffic control measures shall be employed as needed. Permit holders shall be responsible for the cost of repairing any damage done to banner hardware, light poles, bollards, landscaping or grass in medians and parking areas.

Banners shall be removed on or before the permit expiration date.



## City of Ames Street Banner Policy

### **MAINTENANCE OF HARDWARE**

Routine maintenance of hardware on **University Boulevard - Lincoln Way to US 30** poles will be managed by Iowa State University. Problems should be reported to Iowa State's Facilities Planning and Management Service Desk at 515-294-5100.

Routine maintenance of hardware on **University Boulevard - ISU Research Park** poles will be managed by ISU Research Park. Problems should be reported to the Operations Manager at 515-296-0735.

Routine maintenance of bollards located on Main Street will be managed by the City's Public Works Department. Problems should be reported to 515-239-5160.

Routine maintenance of hardware in all other locations will be managed by the City's Electric Services Department. Problems should be reported to 515-239-5500.

### **MAINTENANCE OF BANNERS**

Problems with banners on display will be reported to permit holders. Corrective action shall be made within 24 hours of notification. The City of Ames reserves the right to immediately remove banners and/or revoke permits if any hazard is deemed present. Costs that may be incurred for the removal of banners by City staff shall be charged to permit holders.

### **PRIORITIZATION**

Banner permits will generally be issued on a first come, first served basis. See supplemental information pages for prioritization standards specific to poles on University Boulevard.

### **CONTENT & DESIGN**

The overhead banner on Main Street shall be utilized only to advertise or announce particular civic, political, religious, fraternal or other non-profit activities.

The bollard banners on Main Street and the banner space at the east end of Main Street shall be utilized only to advertise or announce activities occurring within the Main Street Cultural District.

Pole banners are intended to celebrate and/or promote the Ames/ISU community or specific local events. Sponsorship recognition, if any, must be restricted to the lower 15% of banners designed for poles.

All banners shall be non-offensive.

### **DISCLAIMER**

The City of Ames does not assume responsibility for damage to all types of banners.



## City of Ames Street Banner Policy

### CAMPUSTOWN POLE BANNERS

Requests for banner displays are coordinated with the Ames Chamber of Commerce representative of the Campustown Action Association (515-232-2310).

**TOTAL NUMBER OF BANNERS:** 41 (1 banner/pole: 29 on Welch, 12 on Lincoln Way)

**MINIMUM NUMBER TO BE USED PER APPLICATION:** 21

**BANNER SIZE:** 5' by 2.5' (60" x 30")

Note: Banner brackets should be double-checked and re-measured (preferably by the manufacturer) before orders are placed. These mounting brackets are moveable and also susceptible to rotation or wrenching by high winds.

**BANNER CONSTRUCTION:** Banners should have rod pockets or tabs that slide onto the banner arm. There is nothing that secures the banner to the arms or the pole. Applicants may consult with manufacturers about a means of securing banners more tightly to the fixtures.

**METHOD OF INSTALLATION:** Slide banner rod pockets onto bracket arms.

Traffic control measures must be followed. Guidance for traffic control for temporary work zones and short duration mobile operations can be found in the Manual on Uniform Traffic Control Devices (MUTCD) at the Federal Highway Administration's website ([https://mutcd.fhwa.dot.gov/kno\\_2009r1r2.htm](https://mutcd.fhwa.dot.gov/kno_2009r1r2.htm)). Part 6, Temporary Traffic Control, should be reviewed and special attention should be given to Chapter 6G for mobile or short duration operations. Any additional questions about work zones may be directed to the City of Ames Traffic Engineer at 239-5275.

**LENGTH OF SEASON:** Year-round

**LENGTH OF USE:** Unlimited





## City of Ames Street Banner Policy

### DOWNTOWN POLES (MAIN ST., FIFTH ST., SIXTH ST., CLARK AVE., KELLOGG AVE., BURNETT AVE., DOUGLAS AVE.)

Requests for display are coordinated with the Main Street Cultural District (515-233-3472).

#### **TOTAL NUMBER OF BANNERS: 191** (1 banner/pole)

Main Street – 62

Fifth Street – 42

Sixth Street – 54

Clark Avenue – 4

Kellogg Avenue – 15

Burnett Avenue – 10

Douglas Avenue – 4

#### **MINIMUM NUMBER TO BE USED PER APPLICATION:**

Main Street – 20

Fifth Street – 14

Sixth Street – 18

(Main Street Cultural District banners, artistic banners, and seasonal banners are usually displayed on every third pole in the Central Business District. When requests to use the hardware for other displays are approved, seasonal banners are removed first and artistic banners second.)

#### **BANNER SIZE:** 4' high by 22" wide

#### **SEWN BANNER SIZES:** approximately 49.25" high and 22" wide with 3.25" rod pockets

Note: Mounting brackets can shift, and should be double-checked and re-measured (preferably by the manufacturer) before orders are placed!

#### **METHOD OF INSTALLATION:**

Remove the wire retaining clip holding the ball at the end of the rod; remove the ball from the rod.

Remove seasonal banner; slide new banner onto rod.

Replace ball to the end of the rod and secure with the wire retaining clip.

Traffic control measures must be followed. Guidance for traffic control for temporary work zones and short duration mobile operations can be found in the Manual on Uniform Traffic Control Devices (MUTCD) at the Federal Highway Administration's website ([https://mutcd.fhwa.dot.gov/kno\\_2009r1r2.htm](https://mutcd.fhwa.dot.gov/kno_2009r1r2.htm)). Part 6, Temporary Traffic Control, should be reviewed and special attention should be given to Chapter 6G for mobile or short duration operations. Any additional questions about work zones may be directed to the City of Ames Traffic Engineer at 239-5275.

**NOTE:** The lower banner arm is 11 feet above the base of all utility poles, but some poles are mounted on top of two-foot brick pedestals.

#### **LENGTH OF SEASON:** Year-round

#### **LENGTH OF USE:** Unlimited



## City of Ames Street Banner Policy

### UNIVERSITY BOULEVARD - LINCOLN WAY TO US 30

Iowa State University is the primary user of poles along this section of University Boulevard, and requests for display are coordinated with the Director of University Marketing (515-294-3134).

**TOTAL NUMBER OF BANNERS:** 74 (34 poles with double brackets; 6 poles with single brackets)

**MINIMUM NUMBER TO BE USED PER APPLICATION:** 70  
(Two different designs may be used to provide a full complement of banners.)

**BANNER SIZE:** 8' x 2.5'

**SEWN BANNER SIZES:** 8' x 2.5' (96" x 30") laid flat, with 3" rod pockets  
Grommets should be installed on one side of the banner so it may be secured to the light pole.

#### **METHOD OF INSTALLATION:**

Traffic control measures must be followed. Guidance for traffic control for temporary work zones and short duration mobile operations can be found in the Manual on Uniform Traffic Control Devices (MUTCD) at the Federal Highway Administration's website ([https://mutcd.fhwa.dot.gov/kno\\_2009r1r2.htm](https://mutcd.fhwa.dot.gov/kno_2009r1r2.htm)). Part 6, Temporary Traffic Control, should be reviewed and special attention should be given to Chapter 6G for mobile or short duration operations. Any additional questions about work zones may be directed to the City of Ames Traffic Engineer at 239-5275.

**LENGTH OF SEASON:** Year round

**LENGTH OF USE:** Unlimited

#### **PRIORITIZATION:**

- 1) Major multi-day events with community-wide involvement (e.g. Iowa Games)
- 2) General community or ISU promotions and events (Ames High Homecoming)
- 3) Other major events and conferences (e.g. Order of the Arrow Conference)

**NOTE:** Iowa State University purchases the University Boulevard banner hardware and donates it to the City of Ames. Iowa State's Office of Facilities Planning and Management maintains, repairs and installs banner hardware when necessary. It also is responsible for installing and removing banners on this roadway. The Office of University Marketing is responsible for scheduling displays and arranging for the installation/removal of banners.



## City of Ames Street Banner Policy

### UNIVERSITY BOULEVARD - ISU RESEARCH PARK

ISU Research Park is the primary user of poles along this section of University Boulevard, and requests for display are coordinated with the ISU Research Park Operations Manager (515-296-0735).

**TOTAL NUMBER OF BANNERS:** 49 (1 banner/pole)

**MINIMUM NUMBER TO BE USED PER APPLICATION:** 44  
(Two different designs may be used to provide a full complement of banners.)

**BANNER SIZE:** 84" high x 30" wide, with the bottom of the banner at 10' above grade

**METHOD OF INSTALLATION:**

Traffic control measures must be followed. Guidance for traffic control for temporary work zones and short duration mobile operations can be found in the Manual on Uniform Traffic Control Devices (MUTCD) at the Federal Highway Administration's website ([https://mutcd.fhwa.dot.gov/kno\\_2009r1r2.htm](https://mutcd.fhwa.dot.gov/kno_2009r1r2.htm)). Part 6, Temporary Traffic Control, should be reviewed and special attention should be given to Chapter 6G for mobile or short duration operations. Any additional questions about work zones may be directed to the City of Ames Traffic Engineer at 239-5275.

**LENGTH OF SEASON:** Year round

**LENGTH OF USE:** Unlimited

**NOTE:** ISU Research Park purchases the University Boulevard banner hardware and donates it to the City of Ames. ISU Research Park arranges for Iowa State's Office of Facilities Planning and Management to maintain, repair and install banner hardware when necessary. It also is responsible for installing and removing banners on this roadway. ISU Research Park is responsible for scheduling displays and arranging for the installation/removal of banners by Facilities Planning and Management staff.



## City of Ames Street Banner Policy

### SOUTH DUFF AVENUE

Requests for display are coordinated with the Ames Chamber of Commerce representative for the South Ames Business Neighborhood (515-232-2310).

**TOTAL NUMBER OF BANNERS:** 13 (1 banner/pole)

**MINIMUM NUMBER TO BE USED PER APPLICATION:** 19

**BANNER SIZE:** 8' high x 2.5' wide (96" x 30")

Note: These brackets are moveable and may be affected by high winds or ice loading. Banner brackets should be double-checked and re-measured (preferably by the manufacturer) before orders are placed.

**BANNER CONSTRUCTION:** Banners should have rod pockets or tabs that slide onto the banner arm. Manufacturers may suggest a means of securing banners to the hardware.

**METHOD OF INSTALLATION:** Slide banner rod pockets onto bracket arms.

Traffic control measures must be followed. Guidance for traffic control for temporary work zones and short duration mobile operations can be found in the Manual on Uniform Traffic Control Devices (MUTCD) at the Federal Highway Administration's website ([https://mutcd.fhwa.dot.gov/kno\\_2009r1r2.htm](https://mutcd.fhwa.dot.gov/kno_2009r1r2.htm)). Part 6, Temporary Traffic Control, should be reviewed and special attention should be given to Chapter 6G for mobile or short duration operations. Any additional questions about work zones may be directed to the City of Ames Traffic Engineer at 239-5275.

**LENGTH OF SEASON:** Year round

**LENGTH OF USE:** Unlimited

## MAIN STREET OVERHEAD BANNER

**TOTAL NUMBER OF BANNERS:** 1

**BANNER SIZE:** Vertical height – 3 feet (33-34 inches when hemmed)  
Horizontal length – 30 feet

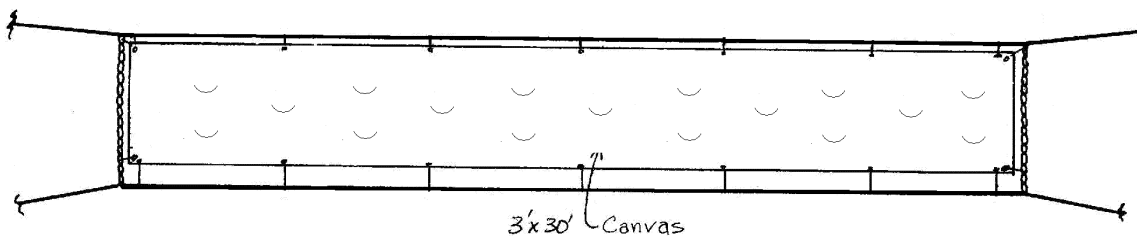
**BANNER CONSTRUCTION:** Banners shall be constructed of heavy-duty canvas or plastic tarpaulin material or netting. Metal grommets shall be imbedded near each of the four corners and along the top and bottom edges. The upper and lower edges should each have at least six grommets. Wind-relief flaps approximately 6" by 6" in area shall be evenly distributed throughout the banner. A minimum of one wind-relief flap per five square feet of banner area is required.

**METHOD OF INSTALLATION:** Banners shall be attached to the permanent cables and chains with metal chains, threaded links and snap links. Corner connections must be capable of carrying a 1000 lb. load; all others must carry a 500 lb. load. (Wire may not be used.) Banners shall be secured via metal grommets as described above.

**LENGTH OF SEASON:** Year round

**LENGTH OF USE:** 30 days from January through June; 14 days from July through December. Extensions of up to 14 days may be requested through the City Clerk's Office. Requests for extensions may be made within the week prior to an approved display period and anytime during the approved display period.

Sample Banner Configuration





## City of Ames Street Banner Policy

### MAIN STREET BOLLARD BANNER

Requests for display are coordinated with the Main Street Cultural District (515-233-3472).

**TOTAL NUMBER OF BANNERS:** 8 --2 at Douglas and Main, 2 at Clark and Main, 2 at Burnett and Main, and 2 at Main and Kellogg

**BANNER SIZE:** Vertical height – no more than 3 feet (36 inches when hemmed)  
Horizontal length – 5 feet.

**BANNER CONSTRUCTION:** Banners shall be constructed of heavy-duty canvas or plastic tarpaulin material or netting. Metal grommets shall be imbedded near each of the four corners.

**METHOD OF INSTALLATION:** Banners shall be attached to the bollards with bungee cords to the metal grommets on the four corners of the banners as described above.

**LENGTH OF SEASON:** Year round

**LENGTH OF USE:** 14 days prior to and including the day and/or days of the special event approved by the City of Ames.



## City of Ames Street Banner Policy

### MAIN STREET - EAST END BANNER

Requests for display are coordinated with the Main Street Cultural District (515-233-3472).

**LOCATION DESCRIPTION:** Banners in this location may be placed within the area bordered by Duff Avenue to the west, the Union Pacific Railroad property to the south, East Main Street to the north, and the Power Plant fence to the east. Banners shall not be placed in a manner that interferes with pedestrians, traffic, railroad operations, or the visibility of motor vehicle operators.

**TOTAL NUMBER OF BANNERS:** 1

**BANNER SIZE:** Vertical height – 4 feet (45-46 inches when hemmed)  
Horizontal length – 10 feet

**BANNER CONSTRUCTION:** Banners shall be constructed of heavy-duty canvas or plastic tarpaulin material or netting. Metal grommets shall be embedded near each of the four corners. Wind-relief flaps approximately 6" by 6" in area shall be evenly distributed throughout the banner. A minimum of one wind-relief flap per five square feet of banner area is required.

**METHOD OF INSTALLATION:** Banners shall be attached to stakes with metal chains, threaded links and snap links. Corner connections must be capable of carrying a 1000 lb. load; all others must carry a 500 lb. load. (Wire may not be used.) Banners shall be secured via metal grommets as described above.

**LENGTH OF SEASON:** Year round

**LENGTH OF USE:** 30 days from January through June; 14 days from July through December. Extensions of up to 14 days may be requested through the City Clerk's Office. Requests for extensions may be made within the week prior to an approved display period and anytime during the approved display period.





**Insurance Company Information**

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



**Michelle Mathews**

**First Name:** Michelle                      **Last Name:** Mathews  
**City:** Des Moines                      **State:** Iowa                      **Zip:** 50309  
**Position:** Controller  
**% of Ownership:** 0.00%                      **U.S. Citizen:** Yes

**Insurance Company Information**

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

**Applicant License Application ( )**

<b>Name of Applicant:</b> <u>Friendship Ark, Inc.</u>		
<b>Name of Business (DBA):</b> <u>Friendship Ark Homes &amp; Community Services</u>		
<b>Address of Premises:</b> <u>2321 Norht Loop Dr.</u>		
<b>City</b> <u>Ames</u>	<b>County:</b> <u>Story</u>	<b>Zip:</b> <u>50010</u>
<b>Business</b> <u>(515) 292-9556</u>		
<b>Mailing</b> <u>130 S. Sheldon Ave. Suite 203</u>		
<b>City</b> <u>Ames</u>	<b>State</b> <u>IA</u>	<b>Zip:</b> <u>50014</u>

**Contact Person**

<b>Name</b> <u>Jennifer Ellis</u>	
<b>Phone:</b> <u>(515) 292-9556</u>	<b>Email</b> <u>jellis@friendshipark.org</u>

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

**Term:** 5 days

**Effective Date:** 09/08/2017

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

**Privileges:**

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

**Status of Business**

<b>BusinessType:</b> <u>Privately Held Corporation</u>	
<b>Corporate ID Number:</b> <u>XXXX</u>	<b>Federal Employer ID</b> <u>42-1489488</u>

**Ownership**

**Jennifer Ellis**

**First Name:** Jennifer

**Last Name:** Ellis

**City:** Ames

**State:** Iowa

**Zip:** 50014

**Position:** Executive Director

**% of Ownership:** 0.00%

**U.S. Citizen:** Yes

**Insurance Company Information**

<b>Insurance Company:</b> <u>Founders Insurance Company</u>	
<b>Policy Effective Date:</b> <u>09/08/2017</u>	<b>Policy Expiration</b> <u>09/13/2017</u>
<b>Bond Effective</b>	<b>Dram Cancel Date:</b>
<b>Outdoor Service Effective</b>	<b>Outdoor Service Expiration</b>
<b>Temp Transfer Effective</b>	<b>Temp Transfer Expiration Date:</b>

**Applicant License Application ( )**

<b>Name of Applicant:</b> <u>Labhi Enterprises LLC</u>		
<b>Name of Business (DBA):</b> <u>India Palace</u>		
<b>Address of Premises:</b> <u>120 Hayward Avenue</u>		
<b>City</b> <u>Ames</u>	<b>County:</b> <u>Story</u>	<b>Zip:</b> <u>50014</u>
<b>Business</b>	<u>(515) 292-1710</u>	
<b>Mailing</b>	<u>3317 Cullen Drive</u>	
<b>City</b> <u>Ames</u>	<b>State</b> <u>IA</u>	<b>Zip:</b> <u>50010</u>

**Contact Person**

<b>Name</b> <u>Gurdeep Banwait</u>
<b>Phone:</b> <u>(515) 291-1961</u> <b>Email</b> <u>banwaitgurdeep@yahoo.com</u>

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

**Term:**12 months

**Effective Date:** 08/15/2017

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

**Privileges:**

- Outdoor Service
- Special Class C Liquor License (BW) (Beer/Wine)
- Sunday Sales

**Status of Business**

<b>BusinessType:</b> <u>Limited Liability Company</u>
<b>Corporate ID Number:</b> <u>323917</u> <b>Federal Employer ID</b> <u>20-4327079</u>

**Ownership**

**Gurdeep Banwait**

**First Name:** Gurdeep      **Last Name:** Banwait  
**City:** Ames      **State:** Iowa      **Zip:** 50010  
**Position:** President  
**% of Ownership:** 100.00%      **U.S. Citizen:** Yes

**Insurance Company Information**

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



<b>Name of Applicant:</b> <u>Jess Clyde</u>		
<b>Name of Business (DBA):</b> <u>London Underground</u>		
<b>Address of Premises:</b> <u>212 Main Street</u>		
<b>City</b> <u>Ames</u>	<b>County:</b> <u>Story</u>	<b>Zip:</b> <u>50010</u>
<b>Business</b>	<u>(515) 233-8500</u>	
<b>Mailing</b>	<u>PO Box 1663</u>	
<b>City</b> <u>Ames</u>	<b>State</b> <u>IA</u>	<b>Zip:</b> <u>50010</u>

**Contact Person**

<b>Name</b> <u>Jess Clyde</u>
<b>Phone:</b> <u>(515) 460-1019</u> <b>Email</b> <u>jaclyde77@gmail.com</u>

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

**Term:**12 months

**Effective Date:** 10/24/2016

**Expiration Date:** 10/23/2017

**Privileges:**

Class C Liquor License (LC) (Commercial)

Outdoor Service

**Status of Business**

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

**Ownership**

**Jess Clyde**

**First Name:** Jess

**Last Name:** Clyde

**City:** Ames

**State:** Iowa

**Zip:** 50010

**Position:** Owner / Operator

**% of Ownership:** 100.00%

**U.S. Citizen:** Yes

**Insurance Company Information**

<b>Insurance Company:</b> <u>Illinois Casualty Co</u>	
<b>Policy Effective Date:</b> <u>10/24/2016</u>	<b>Policy Expiration</b> <u>10/23/2017</u>
<b>Bond Effective</b>	<b>Dram Cancel Date:</b>
<b>Outdoor Service Effective</b> <u>08/27/2017</u>	<b>Outdoor Service Expiration</b> <u>08/27/2017</u>
<b>Temp Transfer Effective</b>	<b>Temp Transfer Expiration Date:</b>

*Caring People  
Quality Programs  
Exceptional Service*

**11a-h**

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

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

**DATE:** August 2<sup>nd</sup>, 2017

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

The Council agenda for August 8<sup>th</sup>, 2017, includes beer permits and liquor license renewals for:

- Class C Liquor - LC0042867 - JJC Ames 1, LLC, 2420 Lincoln Way, Ste. 103
- Class C Liquor, Catering, & Outdoor Service - LC0041979 - Iowa State Center, CY Stephens
- Class C Liquor, Catering, & Outdoor Service - LC0041978 - Iowa State Center, Fisher Theater
- Class C Liquor & Catering - LC0035738 - Es Tas Stanton, 216 Stanton Avenue \*
- Class C Liquor - LC0032762 - El Azteca, 1520 S. Dayton Avenue
- Class B Beer - BB0017215 - Flame-N-Skewer, 2801 Grand Avenue, Ste. #1125
- Class C Beer & B Wine - BC0029616 - Hy-Vee Gas #5013, 4018 Lincoln Way
- Class C Liquor - LC0028804 - Deano's, 119 Main Street

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.

\*It should be noted that the area in and around Es Tas at 216 Stanton Avenue generated multiple calls for service including seven involving disorderly behavior, one involving public intoxication, one report of alcohol possession underage, and two involving assaults. Although the call volume appears high, a thorough review of these calls demonstrates that most calls came from the early intervention efforts of the bar staff. The disorderly-related calls for service were minor in nature and reported by bar staff with a request for police presence, usually as a result of a person that would not leave the bar. The public intoxication was also related to a patron that would not leave. The underage possession was reported by bar employees but never located by officers. These reports reflect the proactive management actions that we expect of bar staff.



One of the assault calls involved a violent confrontation that began in the bar but played out in the street outside. It's not clear that bar staff could have taken any additional actions to prevent this. We have trained bar employees to call the police when they see the potential for problems escalating. Based on our visits to the bar and the fact that most of the calls involve incidents that are resolved without charges, we believe this establishment is taking an early intervention approach. The area in and around this bar is very busy at night and the proactive approach of the bar staff is helpful in setting a positive tone for this area. These proactive efforts generate calls to the police but it is valuable to have these calls occur prior to the development of more serious outcomes. This proactive management effort is the basis for our recommendation to renew the license. The police department will continue to work with Es Tas and closely monitor the call volume and call nature in this area.

To: Mayor and City Council

From: Roger Wisecup, CPA  
City Treasurer

Date: July 10, 2017

Subject: Investment Report for Fiscal Year Ending June 30, 2017

Introduction

The purpose of this memorandum is to present a report summarizing the performance of the City of Ames investment portfolio for the fiscal year ending June 30, 2017.

Discussion

This report covers the period ending June 30, 2017, and presents a summary of the investments on hand at the end of June 2017. The investments are valued at amortized cost; this reflects the same basis that the assets are carried on the financial records of the City. All investments are in compliance with the current Investment Policy.

Comments

The Federal Reserve raised its target rate for federal funds from 0.75 - 1.00 percent to 1.00 - 1.25 percent in June. While rates are trending upwards, future investments can be made at slightly higher interest rates and future interest income should increase. The current outlook has the Federal Reserve continuing to raise the target rate in 2017. We will continue to evaluate our current investment strategy, remaining flexible to future investments should the Federal Reserve continue to raise the target rate.

A brief comparison of fiscal year 2016 to fiscal year 2017 follows:

	<u>FY16</u>	<u>FY17</u>	<u>Increase</u>
Interest Income	\$978,738	\$1,361,105	\$382,367
Portfolio Effective Rate of Return	0.96%	1.13%	0.17%

CITY OF AMES, IOWA

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

**FOR THE FISCAL YEAR ENDED JUNE 30, 2017  
AND THE ACCUMULATED YEAR-TO-DATE**

DESCRIPTION	BOOK VALUE	MARKET VALUE	UN-REALIZED GAIN/(LOSS)
CERTIFICATES OF DEPOSIT			0
FEDERAL AGENCY DISCOUNTS			0
FEDERAL AGENCY SECURITIES	87,013,835	86,468,611	(545,223)
INVESTMENT POOLS			0
COMMERCIAL PAPER	9,954,732	9,950,250	(4,482)
PASS THRU SECURITIES PAC/CMO			0
MONEY FUND SAVINGS ACCOUNTS	5,396,535	5,396,535	0
CORPORATE BONDS			0
US TREASURY SECURITIES	12,210,247	12,196,700	(13,547)
INVESTMENTS	<u>114,575,349</u>	<u>114,012,096</u>	<u>(563,253)</u>
CASH ACCOUNTS	<u>28,441,305</u>	<u>28,441,305</u>	
TOTAL FUNDS AVAILABLE	<u><u>143,016,653</u></u>	<u><u>142,453,400</u></u>	<u><u>(563,253)</u></u>

ACCRUAL BASIS INVESTMENT EARNINGS

YR-TO-DATE
------------

GROSS EARNINGS ON INVESTMENTS:

1,226,781

INTEREST EARNED ON CASH:

134,324

TOTAL INTEREST EARNED:

1,361,105



**Investments FY 2016-2017  
Portfolio Management  
Portfolio Summary  
June 30, 2017**

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Money Market	5,264,001.85	5,264,001.85	5,264,001.85	4.59	1	1	0.296	0.300
Passbook/Checking Accounts	132,532.79	132,532.79	132,532.79	0.12	1	1	0.148	0.150
Commercial Paper Disc. -Amortizing	10,000,000.00	9,950,250.00	9,954,732.32	8.69	231	132	1.226	1.243
Federal Agency Coupon Securities	86,944,000.00	86,468,611.18	87,013,834.61	75.94	1,015	611	1.157	1.173
Treasury Coupon Securities	12,250,000.00	12,196,700.00	12,210,247.05	10.66	1,078	533	1.185	1.201
<b>Investments</b>	<b>114,590,534.64</b>	<b>114,012,095.82</b>	<b>114,575,348.62</b>	<b>100.00%</b>	<b>906</b>	<b>532</b>	<b>1.125</b>	<b>1.141</b>

Total Earnings	June 30 Month Ending	Fiscal Year To Date	Fiscal Year Ending
Current Year	109,659.40	1,226,780.72	1,226,780.72
<b>Average Daily Balance</b>	<b>117,683,585.59</b>		
<b>Effective Rate of Return</b>	<b>1.13%</b>		

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

Roger J. Wiscup II, CPA      7-10-17  
 Roger J. Wiscup II, City Treasurer

**US TREASURY CONSTANT MATURITY RATES  
PERIOD ENDING JUNE 30, 2017  
3 YEAR COMPARISON**

	June 30, 2017	June 30, 2016	June 30, 2015
3 Months	1.03%	0.27%	0.01%
6 Months	1.14%	0.36%	0.11%
1 Year	1.24%	0.45%	0.28%
2 Years	1.38%	0.60%	0.64%
3 Years	1.55%	0.71%	1.01%
5 Years	1.89%	1.01%	1.63%

Reporting period 06/01/2017-06/30/2017

Run Date: 07/06/2017 - 15:31

Portfolio 2017  
AC  
PM (PRF\_PM1) 7.3.0  
Report Ver. 7.3.5

**Investments FY 2016-2017**  
**Portfolio Management**  
**Portfolio Details - Investments**  
**June 30, 2017**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity	Maturity Date
<b>Money Market</b>												
SYS4531558874A	4531558874A	Great Western Bank			0.00	0.00	0.00	0.550	0.542	0.550	1	
SYS4531558874B	4531558874B	Great Western Bank			5,264,001.85	5,264,001.85	5,264,001.85	0.300	0.296	0.300	1	
<b>Subtotal and Average</b>			<b>5,262,860.25</b>		<b>5,264,001.85</b>	<b>5,264,001.85</b>	<b>5,264,001.85</b>		<b>0.296</b>	<b>0.300</b>	<b>1</b>	
<b>Passbook/Checking Accounts</b>												
SYS6952311634B	6952311634B	Wells Fargo			132,532.79	132,532.79	132,532.79	0.150	0.148	0.150	1	
<b>Subtotal and Average</b>			<b>132,526.03</b>		<b>132,532.79</b>	<b>132,532.79</b>	<b>132,532.79</b>		<b>0.148</b>	<b>0.150</b>	<b>1</b>	
<b>Commercial Paper Disc. -Amortizing</b>												
0347M2XD3	0763-17	Angelsea		03/21/2017	1,000,000.00	996,290.00	996,188.35	1.319	1.356	1.375	104	10/13/2017
13607EYL7	0755-17	Canada Holding Company		02/27/2017	2,000,000.00	1,989,680.00	1,990,839.40	1.161	1.182	1.199	142	11/20/2017
19121AXJ5	0756-17	Coca-Cola		03/01/2017	2,500,000.00	2,490,825.00	2,492,273.27	1.021	1.046	1.061	109	10/18/2017
59157TVM2	0762-17	Met Life Commercial Paper		03/10/2017	1,000,000.00	998,350.00	998,442.01	1.100	1.105	1.121	51	08/21/2017
82124LWF5	0765-17	Sheffield Receivables		03/22/2017	1,000,000.00	997,280.00	997,299.21	1.279	1.287	1.305	76	09/15/2017
82124MAV2	0771-17A	Sheffield Receivables		05/12/2017	1,500,000.00	1,486,695.00	1,487,814.05	1.380	1.415	1.435	212	01/29/2018
82124MAV2	0771-17B	Sheffield Receivables		05/12/2017	1,000,000.00	991,130.00	991,876.03	1.380	1.415	1.435	212	01/29/2018
<b>Subtotal and Average</b>			<b>11,449,433.18</b>		<b>10,000,000.00</b>	<b>9,950,250.00</b>	<b>9,954,732.32</b>		<b>1.226</b>	<b>1.243</b>	<b>132</b>	
<b>Federal Agency Coupon Securities</b>												
3133EGQM0	0732-16	Federal Farm Credit		08/15/2016	940,000.00	917,242.60	939,368.32	1.620	1.613	1.635	1,685	02/10/2022
3133EGUW3	0740-16A	Federal Farm Credit		09/29/2016	1,000,000.00	997,050.00	1,000,000.00	0.880	0.868	0.880	262	03/20/2018
3133EGUW3	0740-16B	Federal Farm Credit		09/29/2016	500,000.00	498,525.00	500,000.00	0.880	0.868	0.880	262	03/20/2018
3133EGQQ1	0743-16	Federal Farm Credit		10/14/2016	8,000,000.00	7,884,880.00	7,996,155.54	1.300	1.299	1.317	1,049	05/15/2020
3133EGD69	0746-16	Federal Farm Credit		11/07/2016	5,000,000.00	4,944,350.00	4,997,150.00	1.320	1.322	1.341	1,041	05/07/2020
3133ECL44	0760-17	Federal Farm Credit		03/10/2017	1,000,000.00	997,510.00	998,603.58	1.000	1.165	1.181	284	04/11/2018
3133EHAG8	0768-17	Federal Farm Credit		04/20/2017	3,219,000.00	3,219,064.38	3,220,777.09	2.100	2.057	2.085	1,423	05/24/2021
3130A3P40	0698-15	Federal Home Loan Bank		09/24/2015	400,000.00	400,000.00	400,003.39	0.875	0.711	0.721	2	07/03/2017
3130A87B3	0722-16	Federal Home Loan Bank		05/27/2016	2,000,000.00	1,993,600.00	2,000,000.00	1.000	0.986	1.000	333	05/30/2018
3130A8UU5	0734-16	Federal Home Loan Bank		08/25/2016	4,000,000.00	3,984,400.00	4,000,615.29	1.000	0.969	0.983	326	05/23/2018
3130A8Z30	0735-16	Federal Home Loan Bank		08/25/2016	2,000,000.00	1,991,440.00	1,999,382.86	0.875	0.897	0.910	328	05/25/2018
3130A97F2	0747-16	Federal Home Loan Bank		11/09/2016	1,000,000.00	997,240.00	1,001,369.40	0.875	0.689	0.698	285	04/12/2018
3130A4FC1	0753-16	Federal Home Loan Bank		12/02/2016	1,000,000.00	999,680.00	1,000,182.06	0.900	0.765	0.775	54	08/24/2017
3130A6LZ8	0754-16	Federal Home Loan Bank		12/02/2016	1,000,000.00	998,500.00	999,378.86	0.625	0.809	0.820	117	10/26/2017
313378A43	0759-17	Federal Home Loan Bank		03/10/2017	1,000,000.00	1,001,028.19	1,001,780.17	1.375	1.105	1.120	251	03/09/2018
3130A8BD4	0766-17A	Federal Home Loan Bank		04/20/2017	1,415,000.00	1,409,057.00	1,411,752.76	0.875	1.093	1.108	363	06/29/2018
3130A8BD4	0766-17B	Federal Home Loan Bank		04/20/2017	1,000,000.00	995,800.00	997,705.13	0.875	1.093	1.108	363	06/29/2018

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity	Maturity Date
<b>Federal Agency Coupon Securities</b>												
3132X0QQ7	0767-17A	Federal Home Loan Bank		04/20/2017	1,500,000.00	1,497,660.00	1,502,643.22	1.375	1.236	1.253	534	12/17/2018
3132X0QQ7	0767-17B	Federal Home Loan Bank		04/20/2017	1,000,000.00	998,440.00	1,001,762.14	1.375	1.236	1.253	534	12/17/2018
3137EADG1	0674-14	Federal Home Loan Mortgage Co.		10/21/2014	1,000,000.00	1,006,770.00	1,005,399.04	1.750	1.437	1.457	698	05/30/2019
3137EADG1	0679-15	Federal Home Loan Mortgage Co.		04/27/2015	3,000,000.00	3,020,310.00	3,027,784.52	1.750	1.235	1.252	698	05/30/2019
3134G7C58	0695-15	Federal Home Loan Mortgage Co.		09/28/2015	2,000,000.00	1,999,260.00	1,999,939.58	0.800	0.801	0.813	89	09/28/2017
3134G7C58	0699-15	Federal Home Loan Mortgage Co.		09/28/2015	1,000,000.00	999,630.00	1,000,000.00	0.800	0.789	0.800	89	09/28/2017
3134G45W4	0703-15	Federal Home Loan Mortgage Co.		10/15/2015	4,200,000.00	4,183,788.00	4,206,172.93	1.000	0.825	0.836	332	05/29/2018
3134G6Y31	0704-15	Federal Home Loan Mortgage Co.		10/15/2015	1,270,000.00	1,268,056.90	1,272,188.72	1.150	0.942	0.956	328	05/25/2018
3137EADG1	0705-15	Federal Home Loan Mortgage Co.		10/15/2015	5,000,000.00	5,033,850.00	5,058,472.61	1.750	1.109	1.125	698	05/30/2019
3134G9KU0	0719-16	Federal Home Loan Mortgage Co.		05/25/2016	3,500,000.00	3,491,040.00	3,499,842.50	1.000	0.991	1.005	328	05/25/2018
3134G9MN4	0720-16	Federal Home Loan Mortgage Co.		05/26/2016	1,000,000.00	985,200.00	1,000,000.00	1.500	1.479	1.500	1,060	05/26/2020
3134G9KW6	0723-16	Federal Home Loan Mortgage Co.		06/10/2016	1,000,000.00	993,380.00	999,826.44	1.350	1.339	1.357	878	11/26/2019
3134G9JK4	0725-16	Federal Home Loan Mortgage Co.		06/10/2016	2,000,000.00	1,990,860.00	2,000,170.99	1.125	1.103	1.119	513	11/26/2018
3134G9UF2	0726-16	Federal Home Loan Mortgage Co.		06/28/2016	1,000,000.00	995,580.00	1,000,137.96	1.050	1.025	1.039	454	09/28/2018
3134G9WU7	0727-16	Federal Home Loan Mortgage Co.		06/28/2016	1,000,000.00	998,010.00	1,000,000.00	0.800	0.789	0.800	180	12/28/2017
3134G3M31	0737-16A	Federal Home Loan Mortgage Co.		09/29/2016	1,000,000.00	999,760.00	1,000,764.13	1.000	0.669	0.679	88	09/27/2017
3134G3M31	0737-16B	Federal Home Loan Mortgage Co.		09/29/2016	500,000.00	499,880.00	500,382.07	1.000	0.669	0.679	88	09/27/2017
3134GAPQ1	0741-16	Federal Home Loan Mortgage Co.		09/30/2016	500,000.00	497,265.00	500,000.00	1.020	1.006	1.020	454	09/28/2018
3134GAPQ1	0742-16A	Federal Home Loan Mortgage Co.		09/30/2016	500,000.00	497,265.00	500,000.00	1.020	1.006	1.020	454	09/28/2018
3134GAPQ1	0742-16B	Federal Home Loan Mortgage Co.		09/30/2016	1,000,000.00	994,530.00	1,000,000.00	1.020	1.006	1.020	454	09/28/2018
3137EADV8	0752-16	Federal Home Loan Mortgage Co.		12/02/2016	1,000,000.00	999,900.00	1,000,010.54	0.750	0.711	0.720	13	07/14/2017
3137EADN6	0757-17	Federal Home Loan Mortgage Co.		03/10/2017	1,000,000.00	998,878.33	999,592.24	0.750	1.042	1.057	195	01/12/2018
3135G0WJ8	0663-14	Federal Nat'l Mtg. Assoc.		04/17/2014	5,000,000.00	4,982,850.00	4,976,206.72	0.875	1.559	1.581	324	05/21/2018
3136G3AU9	0714-16	Federal Nat'l Mtg. Assoc.		02/26/2016	3,000,000.00	2,968,680.00	3,000,000.00	1.250	1.233	1.250	692	05/24/2019
3136G33W3	0733-16	Federal Nat'l Mtg. Assoc.		08/30/2016	4,000,000.00	3,890,440.00	4,000,000.00	1.500	1.480	1.500	1,427	05/28/2021
3136G4FL2	0744-16	Federal Nat'l Mtg. Assoc.		10/14/2016	1,550,000.00	1,513,606.00	1,549,348.10	1.500	1.491	1.512	1,381	04/12/2021
3136G3MW2	0745-16	Federal Nat'l Mtg. Assoc.		10/14/2016	450,000.00	440,712.00	450,000.00	1.500	1.479	1.500	1,424	05/25/2021
3135G0TG8	0758-17	Federal Nat'l Mtg. Assoc.		03/10/2017	1,000,000.00	998,817.78	999,434.76	0.875	1.084	1.099	222	02/08/2018
912828UA6	0730-16	U.S. Treasury		08/15/2016	1,500,000.00	1,496,895.00	1,499,816.44	0.625	0.646	0.654	152	11/30/2017
912828UA6	0748-16	U.S. Treasury		11/09/2016	1,000,000.00	997,930.00	999,714.51	0.625	0.684	0.694	152	11/30/2017
<b>Subtotal and Average</b>			<b>88,626,922.30</b>		<b>86,944,000.00</b>	<b>86,468,611.18</b>	<b>87,013,834.61</b>		<b>1.157</b>	<b>1.173</b>	<b>611</b>	
<b>Treasury Coupon Securities</b>												
912828VE7	0662-14	U.S. Treasury		03/21/2014	2,000,000.00	1,994,840.00	1,992,195.04	1.000	1.421	1.441	334	05/31/2018
912828SX9	0673-14	U.S. Treasury		10/21/2014	3,000,000.00	2,986,170.00	2,987,345.42	1.125	1.334	1.353	699	05/31/2019
912828M72	0724-16	U.S. Treasury		06/10/2016	2,000,000.00	1,997,900.00	2,001,412.64	0.875	0.694	0.704	152	11/30/2017

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity	Maturity Date
<b>Treasury Coupon Securities</b>												
912828TS9	0749-16	U.S. Treasury		11/09/2016	1,000,000.00	998,890.00	999,860.00	0.625	0.672	0.681	91	09/30/2017
912828XA3	0761-17	U.S. Treasury		03/10/2017	1,000,000.00	997,570.00	998,657.17	1.000	1.139	1.155	318	05/15/2018
912828R77	0769-17	U.S. Treasury		04/20/2017	2,000,000.00	1,972,180.00	1,980,958.72	1.375	1.605	1.627	1,430	05/31/2021
912828G79	0770-17	U.S. Treasury		05/11/2017	1,250,000.00	1,249,150.00	1,249,818.06	1.000	1.018	1.032	167	12/15/2017
<b>Subtotal and Average</b>			<b>12,211,843.83</b>		<b>12,250,000.00</b>	<b>12,196,700.00</b>	<b>12,210,247.05</b>		<b>1.185</b>	<b>1.201</b>	<b>533</b>	
<b>Total and Average</b>			<b>117,683,585.59</b>		<b>114,590,534.64</b>	<b>114,012,095.82</b>	<b>114,575,348.62</b>		<b>1.125</b>	<b>1.141</b>	<b>532</b>	

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CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase Date	YTM 360	YTM 365	Payment Dates	Accrued Interest At Purchase	Current Principal	Book Value
<b>Money Market</b>												
SYS4531558874A	4531558874A	GWB	0.00	0.550			0.542	0.550	07/01 - Monthly		0.00	0.00
SYS4531558874B	4531558874B	GWB	5,264,001.85	0.300			0.296	0.300	07/01 - Monthly		5,264,001.85	5,264,001.85
<b>Money Market Totals</b>			<b>5,264,001.85</b>				<b>0.296</b>	<b>0.300</b>		<b>0.00</b>	<b>5,264,001.85</b>	<b>5,264,001.85</b>
<b>Passbook/Checking Accounts</b>												
SYS6952311634B	6952311634B	WF	132,532.79	0.150			0.148	0.150	07/01 - Monthly		132,532.79	132,532.79
<b>Passbook/Checking Accounts Totals</b>			<b>132,532.79</b>				<b>0.148</b>	<b>0.150</b>		<b>0.00</b>	<b>132,532.79</b>	<b>132,532.79</b>
<b>Commercial Paper Disc. -Amortizing</b>												
0347M2XD3	0763-17	ANGLES	1,000,000.00	1.319	10/13/2017	03/21/2017	1.356	1.375	10/13 - At Maturity		992,450.00	996,188.35
13607EYL7	0755-17	CANHLD	2,000,000.00	1.161	11/20/2017	02/27/2017	1.182	1.199	11/20 - At Maturity		1,982,840.00	1,990,839.40
19121AXJ5	0756-17	KOPP	2,500,000.00	1.021	10/18/2017	03/01/2017	1.046	1.061	10/18 - At Maturity		2,483,625.00	2,492,273.27
59157TVM2	0762-17	METSHR	1,000,000.00	1.100	08/21/2017	03/10/2017	1.105	1.121	08/21 - At Maturity		994,990.00	998,442.01
82124LWF5	0765-17	SRCPP	1,000,000.00	1.279	09/15/2017	03/22/2017	1.287	1.305	09/15 - At Maturity		993,710.00	997,299.21
82124MAV2	0771-17A	SRCPP	1,500,000.00	1.380	01/29/2018	05/12/2017	1.415	1.435	01/29 - At Maturity		1,484,940.00	1,487,814.05
82124MAV2	0771-17B	SRCPP	1,000,000.00	1.380	01/29/2018	05/12/2017	1.415	1.435	01/29 - At Maturity		989,960.00	991,876.03
<b>Commercial Paper Disc. -Amortizing Totals</b>			<b>10,000,000.00</b>				<b>1.226</b>	<b>1.243</b>		<b>0.00</b>	<b>9,922,515.00</b>	<b>9,954,732.32</b>
<b>Federal Agency Coupon Securities</b>												
3133EGQM0	0732-16	FFCB	940,000.00	1.620	02/10/2022	08/15/2016	1.613	1.635	02/10 - 08/10	Received	939,248.00	939,368.32
3133EGUW3	0740-16A	FFCB	1,000,000.00	0.880	03/20/2018	09/29/2016	0.868	0.880	03/20 - 09/20	Received	1,000,000.00	1,000,000.00
3133EGUW3	0740-16B	FFCB	500,000.00	0.880	03/20/2018	09/29/2016	0.868	0.880	03/20 - 09/20	Received	500,000.00	500,000.00
3133EGQQ1	0743-16	FFCB	8,000,000.00	1.300	05/15/2020	10/14/2016	1.299	1.317	11/15 - 05/15	Received	7,995,200.00	7,996,155.54
3133EGD69	0746-16	FFCB	5,000,000.00	1.320	05/07/2020	11/07/2016	1.322	1.341	05/07 - 11/07		4,996,500.00	4,997,150.00
3133ECL44	0760-17	FFCB	1,000,000.00	1.000	04/11/2018	03/10/2017	1.165	1.181	04/11 - 10/11	Received	998,050.00	998,603.58
3133EHAG8	0768-17	FFCB	3,219,000.00	2.100	05/24/2021	04/20/2017	2.057	2.085	05/24 - 11/24	Received	3,220,867.02	3,220,777.09
3130A3P40	0698-15	FHLB	400,000.00	0.875	07/03/2017	09/24/2015	0.711	0.721	01/03 - 07/03	Received	401,084.00	400,003.39
3130A87B3	0722-16	FHLB	2,000,000.00	1.000	05/30/2018	05/27/2016	0.986	1.000	11/30 - 05/30		2,000,000.00	2,000,000.00
3130A8UU5	0734-16	FHLB	4,000,000.00	1.000	05/23/2018	08/25/2016	0.969	0.983	11/23 - 05/23	Received	4,001,200.00	4,000,615.29
3130A8Z30	0735-16	FHLB	2,000,000.00	0.875	05/25/2018	08/25/2016	0.897	0.910	11/25 - 05/25		1,998,800.00	1,999,382.86
3130A97F2	0747-16	FHLB	1,000,000.00	0.875	04/12/2018	11/09/2016	0.689	0.698	04/12 - 10/12	Received	1,002,500.00	1,001,369.40
3130A4FC1	0753-16	FHLB	1,000,000.00	0.900	08/24/2017	12/02/2016	0.765	0.775	02/24 - 08/24	Received	1,000,900.00	1,000,182.06
3130A6LZ8	0754-16	FHLB	1,000,000.00	0.625	10/26/2017	12/02/2016	0.809	0.820	04/26 - 10/26	Received	998,250.00	999,378.86
313378A43	0759-17	FHLB	1,000,000.00	1.375	03/09/2018	03/10/2017	1.105	1.120	09/09 - 03/09	38.19	1,002,521.65	1,001,780.17
3130A8BD4	0766-17A	FHLB	1,415,000.00	0.875	06/29/2018	04/20/2017	1.093	1.108	06/29 - 12/29	Received	1,411,108.75	1,411,752.76



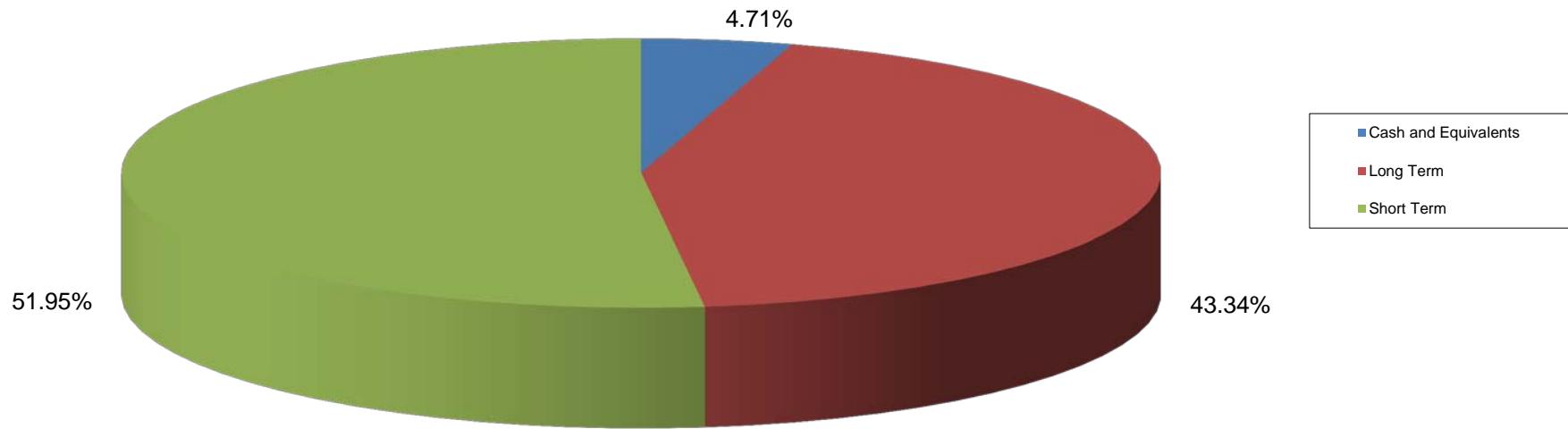
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CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase Date	YTM 360	YTM 365	Payment Dates	Accrued Interest At Purchase	Current Principal	Book Value
<b>Federal Agency Coupon Securities</b>												
3130A8BD4	0766-17B	FHLB	1,000,000.00	0.875	06/29/2018	04/20/2017	1.093	1.108	06/29 - 12/29	Received	997,250.00	997,705.13
3132X0QQ7	0767-17A	FHLB	1,500,000.00	1.375	12/17/2018	04/20/2017	1.236	1.253	06/17 - 12/17	Received	1,503,000.00	1,502,643.22
3132X0QQ7	0767-17B	FHLB	1,000,000.00	1.375	12/17/2018	04/20/2017	1.236	1.253	06/17 - 12/17	Received	1,002,000.00	1,001,762.14
3137EADG1	0674-14	FHLMC	1,000,000.00	1.750	05/30/2019	10/21/2014	1.437	1.457	11/30 - 05/30	Received	1,013,000.00	1,005,399.04
3137EADG1	0679-15	FHLMC	3,000,000.00	1.750	05/30/2019	04/27/2015	1.235	1.252	05/30 - 11/30	Received	3,059,400.00	3,027,784.52
3134G7C58	0695-15	FHLMC	2,000,000.00	0.800	09/28/2017	09/28/2015	0.801	0.813	03/28 - 09/28		1,999,500.00	1,999,939.58
3134G7C58	0699-15	FHLMC	1,000,000.00	0.800	09/28/2017	09/28/2015	0.789	0.800	03/28 - 09/28		1,000,000.00	1,000,000.00
3134G45W4	0703-15	FHLMC	4,200,000.00	1.000	05/29/2018	10/15/2015	0.825	0.836	11/29 - 05/29	Received	4,217,766.00	4,206,172.93
3134G6Y31	0704-15	FHLMC	1,270,000.00	1.150	05/25/2018	10/15/2015	0.942	0.956	11/25 - 05/25	Received	1,276,350.00	1,272,188.72
3137EADG1	0705-15	FHLMC	5,000,000.00	1.750	05/30/2019	10/15/2015	1.109	1.125	11/30 - 05/30	Received	5,110,750.00	5,058,472.61
3134G9KU0	0719-16	FHLMC	3,500,000.00	1.000	05/25/2018	05/25/2016	0.991	1.005	11/25 - 05/25		3,499,650.00	3,499,842.50
3134G9MN4	0720-16	FHLMC	1,000,000.00	1.500	05/26/2020	05/26/2016	1.479	1.500	11/26 - 05/26		1,000,000.00	1,000,000.00
3134G9KW6	0723-16	FHLMC	1,000,000.00	1.350	11/26/2019	06/10/2016	1.339	1.357	11/26 - 05/26	Received	999,750.00	999,826.44
3134G9JK4	0725-16	FHLMC	2,000,000.00	1.125	11/26/2018	06/10/2016	1.103	1.119	11/26 - 05/26	Received	2,000,300.00	2,000,170.99
3134G9UF2	0726-16	FHLMC	1,000,000.00	1.050	09/28/2018	06/28/2016	1.025	1.039	09/28 - 03/28		1,000,250.00	1,000,137.96
3134G9WU7	0727-16	FHLMC	1,000,000.00	0.800	12/28/2017	06/28/2016	0.789	0.800	12/28 - 06/28		1,000,000.00	1,000,000.00
3134G3M31	0737-16A	FHLMC	1,000,000.00	1.000	09/27/2017	09/29/2016	0.669	0.679	03/27 - 09/27	Received	1,003,180.91	1,000,764.13
3134G3M31	0737-16B	FHLMC	500,000.00	1.000	09/27/2017	09/29/2016	0.669	0.679	03/27 - 09/27	Received	501,590.46	500,382.07
3134GAPQ1	0741-16	FHLMC	500,000.00	1.020	09/28/2018	09/30/2016	1.006	1.020	03/28 - 09/28		500,000.00	500,000.00
3134GAPQ1	0742-16A	FHLMC	500,000.00	1.020	09/28/2018	09/30/2016	1.006	1.020	03/28 - 09/28		500,000.00	500,000.00
3134GAPQ1	0742-16B	FHLMC	1,000,000.00	1.020	09/28/2018	09/30/2016	1.006	1.020	03/28 - 09/28		1,000,000.00	1,000,000.00
3137EADV8	0752-16	FHLMC	1,000,000.00	0.750	07/14/2017	12/02/2016	0.711	0.720	01/14 - 07/14	Received	1,000,180.00	1,000,010.54
3137EADN6	0757-17	FHLMC	1,000,000.00	0.750	01/12/2018	03/10/2017	1.042	1.057	07/12 - 01/12	1,208.33	997,444.72	999,592.24
3135G0WJ8	0663-14	FNMA	5,000,000.00	0.875	05/21/2018	04/17/2014	1.559	1.581	05/21 - 11/21	Received	4,890,402.20	4,976,206.72
3136G3AU9	0714-16	FNMA	3,000,000.00	1.250	05/24/2019	02/26/2016	1.233	1.250	05/24 - 11/24	Received	3,000,000.00	3,000,000.00
3136G33W3	0733-16	FNMA	4,000,000.00	1.500	05/28/2021	08/30/2016	1.480	1.500	11/28 - 05/28		4,000,000.00	4,000,000.00
3136G4FL2	0744-16	FNMA	1,550,000.00	1.500	04/12/2021	10/14/2016	1.491	1.512	04/12 - 10/12	Received	1,549,225.00	1,549,348.10
3136G3MW2	0745-16	FNMA	450,000.00	1.500	05/25/2021	10/14/2016	1.479	1.500	11/25 - 05/25	Received	450,000.00	450,000.00
3135G0TG8	0758-17	FNMA	1,000,000.00	0.875	02/08/2018	03/10/2017	1.084	1.099	08/08 - 02/08	777.78	997,970.00	999,434.76
912828UA6	0730-16	US TRE	1,500,000.00	0.625	11/30/2017	08/15/2016	0.646	0.654	11/30 - 05/31	Received	1,499,430.00	1,499,816.44
912828UA6	0748-16	US TRE	1,000,000.00	0.625	11/30/2017	11/09/2016	0.684	0.694	11/30 - 05/31	Received	999,275.00	999,714.51
<b>Federal Agency Coupon Securities Totals</b>			<b>86,944,000.00</b>				<b>1.157</b>	<b>1.173</b>		<b>2,024.30</b>	<b>87,033,893.71</b>	<b>87,013,834.61</b>

**Investments FY 2016-2017  
Portfolio Management  
Investment Status Report - Investments  
June 30, 2017**

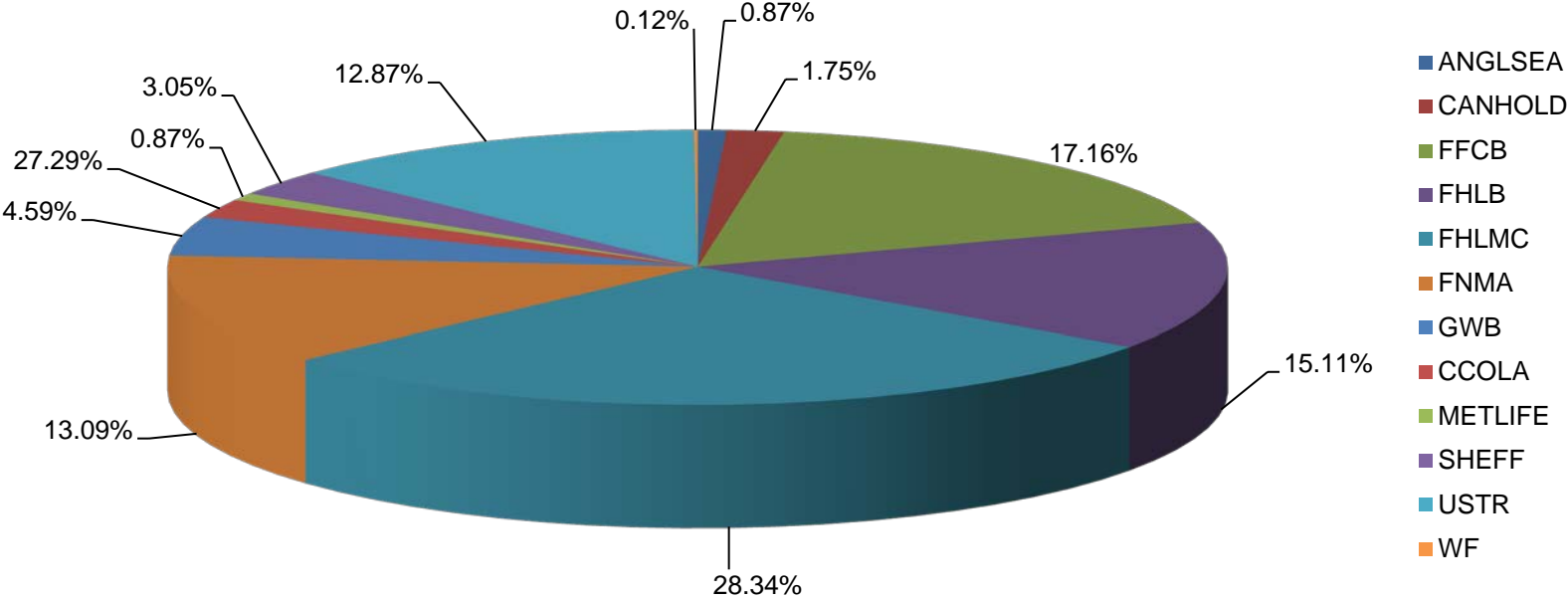
CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase Date	YTM 360	YTM 365	Payment Dates	Accrued Interest At Purchase	Current Principal	Book Value
<b>Treasury Coupon Securities</b>												
912828VE7	0662-14	US TRE	2,000,000.00	1.000	05/31/2018	03/21/2014	1.421	1.441	05/31 - 11/30	Received	1,964,200.00	1,992,195.04
912828SX9	0673-14	US TRE	3,000,000.00	1.125	05/31/2019	10/21/2014	1.334	1.353	11/30 - 05/31	Received	2,969,531.25	2,987,345.42
912828M72	0724-16	US TRE	2,000,000.00	0.875	11/30/2017	06/10/2016	0.694	0.704	11/30 - 05/31	Received	2,005,000.00	2,001,412.64
912828TS9	0749-16	US TRE	1,000,000.00	0.625	09/30/2017	11/09/2016	0.672	0.681	03/31 - 09/30	Received	999,500.00	999,860.00
912828XA3	0761-17	US TRE	1,000,000.00	1.000	05/15/2018	03/10/2017	1.139	1.155	05/15 - 11/15	Received	998,180.00	998,657.17
912828R77	0769-17	US TRE	2,000,000.00	1.375	05/31/2021	04/20/2017	1.605	1.627	05/31 - 11/30	Received	1,980,000.00	1,980,958.72
912828G79	0770-17	US TRE	1,250,000.00	1.000	12/15/2017	05/11/2017	1.018	1.032	06/15 - 12/15	Received	1,249,762.50	1,249,818.06
<b>Treasury Coupon Securities Totals</b>			<b>12,250,000.00</b>				<b>1.185</b>	<b>1.201</b>		<b>0.00</b>	<b>12,166,173.75</b>	<b>12,210,247.05</b>
<b>Investment Totals</b>			<b>114,590,534.64</b>				<b>1.125</b>	<b>1.141</b>		<b>2,024.30</b>	<b>114,519,117.10</b>	<b>114,575,348.62</b>

### Portfolio by Asset Class



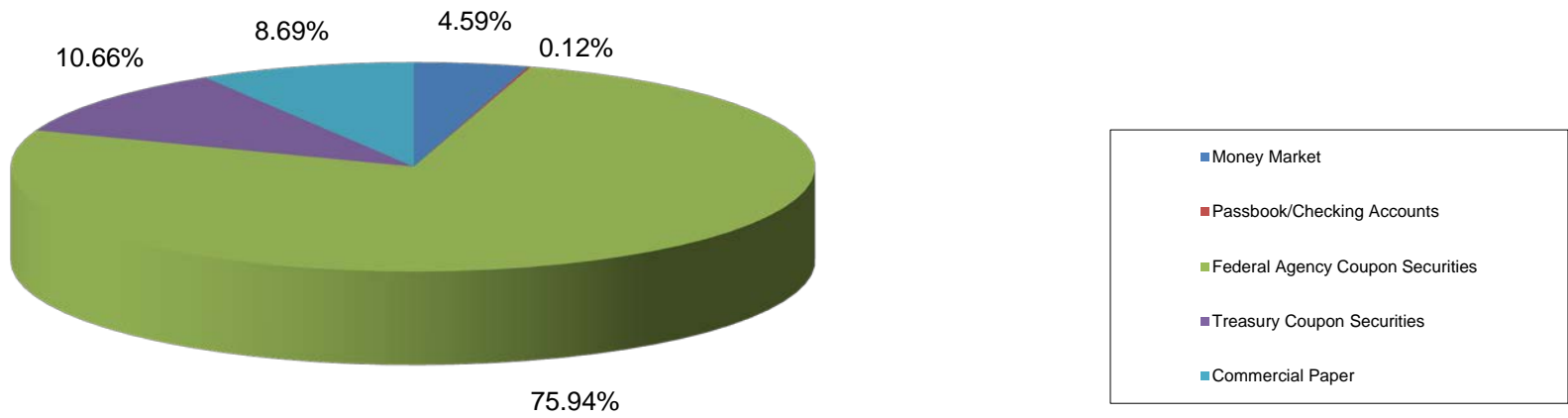
For Fiscal Year Ending June 30, 2017

### Par Value by Issuer Graph



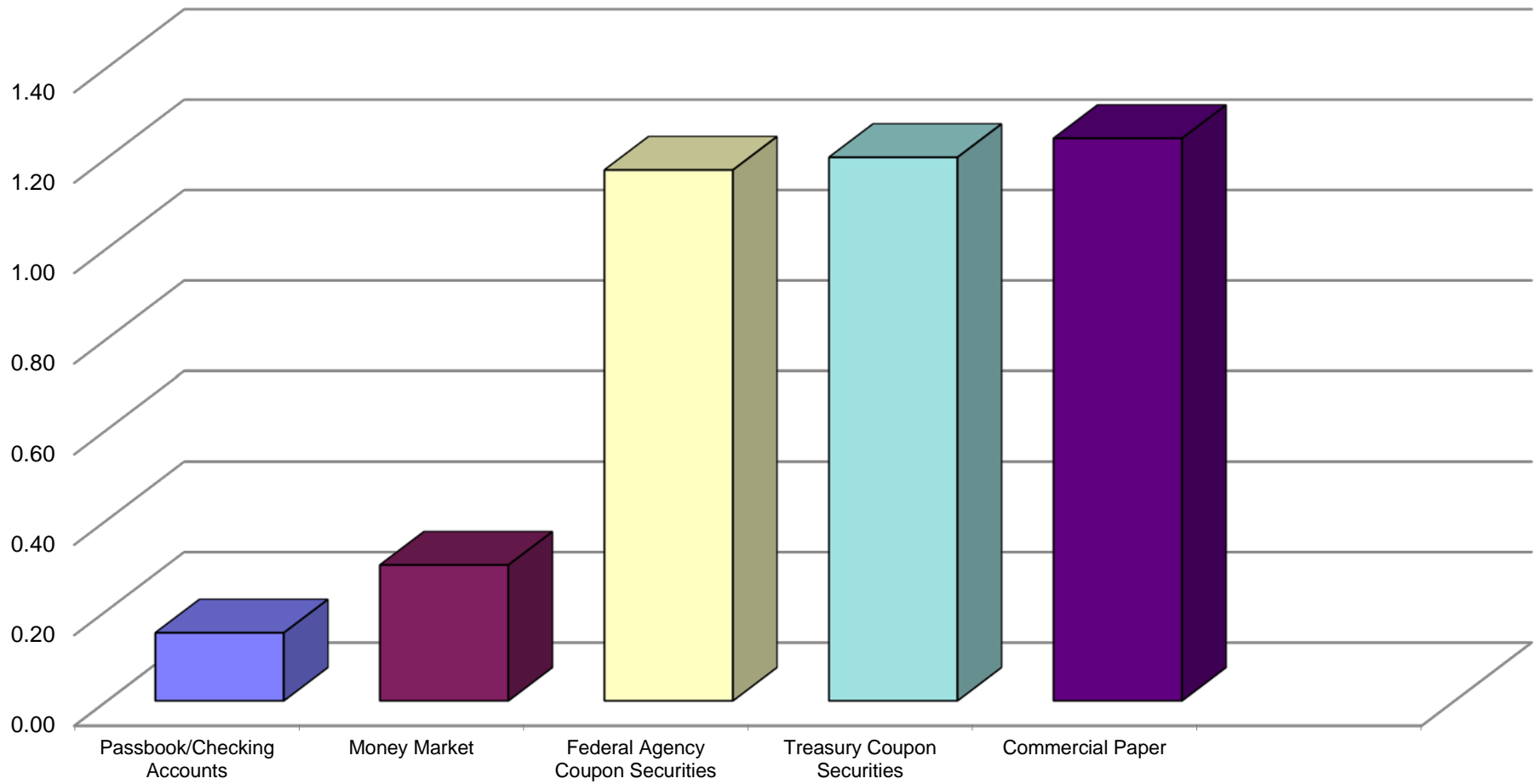
For Fiscal Year Ending June 30, 2017

### Book Value By Investment Type



For Fiscal Year Ending June 30, 2017

## Investment Yield by Type



For Fiscal Year Ending June 30, 2017

**COUNCIL ACTION FORM**

**SUBJECT:** CERTIFICATE OF CONSISTENCY WITH THE CITY'S 2014-2018 CDBG CONSOLIDATED PLAN ON BEHALF OF YOUTH AND SHELTER SERVICES, INC.

**BACKGROUND:**

Since 1995, Youth and Shelter Services (YSS) has received grant funds through the Department of Housing & Urban Development's (HUD) Supportive Housing Program (SHP). Under this program, YSS administers its Lighthouse Transitional Living Programs in Story, Boone, Hardin, and Marshall Counties. The Lighthouse Transitional Living Program targets young mothers who are 16-25 years of age, homeless youth ages 16-21, and homeless pregnant/parenting women ages 16-25 with their children. The HUD funds are for leasing of rental properties, supportive services, and operations for the clients.

The current YSS renewal funding application request is for approximately \$194,737, of which approximately \$51,000 is designated for Ames/Story County. YSS is in the process of preparing their 2017-18 Supportive Housing Program renewal application that must be submitted as part of the State of Iowa's Balance of State Continuum of Care Application by September 21, 2017.

Since Ames is a designated CDBG entitlement community, agencies requesting funding from HUD must have approval from the City that their program application matches the goals of the City's Consolidated Plan. Therefore, in order for YSS to submit its application to the State of Iowa, they must receive a certification (see attachment) from the City of Ames that their application is consistent with the goals outlined in the most current City's Consolidated Plan.

Staff's overview of YSS's program application finds that it is consistent with the goals outlined in the City's CDBG 2014-2018 Consolidated Plan.

**ALTERNATIVES:**

1. The City Council can authorize the Mayor to sign the Certificate of Consistency.
2. The City Council can deny approval authorizing the Mayor to sign the Certificate of Consistency.

**CITY MANAGER'S RECOMMENDED ACTION:**

Staff has determined that the YSS program application is consistent with the goals outlined in the City's CDBG 2014-2018 Consolidated Plan.

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

**Certification of Consistency  
with the Consolidated Plan**

U.S. Department of Housing  
and Urban Development

I certify that the proposed activities/projects in the application are consistent with the jurisdiction's current, approved Consolidated Plan.  
(Type or clearly print the following information :)

Applicant Name: Youth and Shelter Services, Inc.

Project Name: Lighthouse Transitional Living Program

Location of the Project: Boone County, Hardin County, Marshall County and, Story County  
including Ames, Iowa

Name of the Federal Program to which the applicant is applying: HUD CONTINUUM OF CARE PROGRAM

Name of Certifying Jurisdiction: City of Ames

Certifying Official of the Jurisdiction:

Name: Ann Campbell

Title: Mayor

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



**COUNCIL ACTION FORM**

**SUBJECT: TRANSPORTATION SAFETY IMPROVEMENT PROGRAM GRANT FOR INTERSECTION IMPROVEMENTS AT SOUTH GRAND AVENUE AND SOUTH 16<sup>TH</sup> STREET**

**BACKGROUND:**

This project is for safety improvements at the intersection of South Grand Avenue and South 16<sup>th</sup> Street. The improvements are expected to enhance the safety of the intersection with the increased traffic in the area from recent development and the anticipated increase once the South Grand Avenue extension opens.

There has been a recent increase in crashes that are raising a safety concern at the intersection that may be amplified once the South Grand Avenue extension is complete. The increase in crashes has occurred since the recent development of the adjacent apartment complexes. With the anticipated increase in traffic due to the connection of South Grand Avenue, crashes are anticipated to grow. To help mitigate safety concerns at this location, it is proposed that a traffic signal be installed as part of the Grand Avenue Extension project.

In order to coordinate this signal installation with the rest of the Grand Avenue Extension project, a Traffic Safety Improvement Program (TSIP) grant application is being submitted now to help cover the cost of materials for components of the traffic signal installation, which is estimated at \$210,000. As part of the grant application, Iowa Department of Transportation officials request a resolution supporting submission of the grant application and assurance that any funded improvements will be adequately maintained.

The Grand Avenue Extension continues to be included in the Capital Improvements Plan with funding identified since 2013/14 and continuing through 2018/19. Funding shown in the CIP for 2017/18 and 2018/19 includes \$7,700,000 in G.O. Bonds, \$4,300,000 in MPO/STP Funds, and \$3,450,000 in Federal/State Grant Funds. In general, construction is anticipated to commence in 2018 with hopeful completion in 2020.

**ALTERNATIVES:**

1. The City Council can indicate its support for submission of the TSIP grant application with assurance that any funded improvements will be adequately maintained.
2. The City Council can direct staff to pursue alternative funding sources for this signal.

**CITY MANAGER'S RECOMMENDED ACTION:**

Adopting a resolution showing support for the TSIP grant application is one step in the continuing process of accomplishing the Grand Avenue Extension project.

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

**COUNCIL ACTION FORM**

**SUBJECT: ADDENDUM TO MEMORANDUM OF UNDERSTANDING WITH IOWA STATE UNIVERSITY REGARDING LAW ENFORCEMENT SERVICES AT UNIVERSITY LEASED RESIDENTIAL PROPERTY**

**BACKGROUND:**

In 2013 the City of Ames and Iowa State University signed an agreement to have ISU Police provide law enforcement services to properties leased by Iowa State University and operated by the Department of Residence. ISU was responding to growing enrollment by leasing privately owned housing units on Stanton Avenue, Maricopa Drive, Walton Drive, Steinbeck Street, Dickinson Avenue, Twain Circle, and Mayfield Drive. The intent of these leases was to expand the base of university-operated housing while providing a student residence experience that is substantially similar to students living in more traditional residence halls.

ISU officials recommended that the University Police provide law enforcement services to these locations in support of their goal of trying to provide a living environment that is similar to what is provided on campus. **While the City of Ames normally provides law enforcement for these locations, ISU Police can provide the same services while also working more closely with University discipline and judicial processes.**

**The current arrangement of having ISU Police provide services to these properties has been successful. State law provides authority to the ISU Police when acting in the interests of the institution, which is clearly the case in the proposed arrangement.**

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

**Since apartment units on Lynn Avenue, Tripp Street, Steinbeck Street, Dickinson Avenue, and Twain Circle are no longer under lease by the University, they are being removed from the agreement with this addendum.**

**ALTERNATIVES:**

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

**CITY MANAGER'S RECOMMENDED ACTION:**

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

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

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

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

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

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

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

Agreed to and Signed by:

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

**COUNCIL ACTION FORM**

**SUBJECT: PALMER GROUP CONTRACTUAL SERVICES FOR HR STAFFING**

**BACKGROUND:**

The City has contracted with the Palmer Group since November 2016 to provide supplemental staffing for the City's Human Resources Department. During the HR Department's staffing transition while permanent staff was recruited, Palmer Group provided two human resource professionals to work for the City on a full-time, temporary basis. Those two individuals provided needed HR expertise and allowed for the City's HR department to continue to support the City's HR needs while searching for capable individuals to permanently fill the vacancies.

Through the Civil Service recruitment process, one of the two professionals from Palmer Group was ultimately appointed to a permanent position with the City. Two additional positions need to be filled to bring HR back to full staffing. Those positions will hopefully be filled within the next 90 days. In the meantime, the workload in the Human Resources Department necessitates additional contracted staff time until the permanent hires are in place.

On May 22, 2017, City Council authorized an increase in authorized funding to the Palmer Group from \$49,460 to \$80,000. It is now recommended that this amount be increased by \$48,000 to meet temporary staffing needs for four more months. This will cover the remaining time until the permanent positions are filled, and will also allow for a degree of overlap while the new permanent staff are trained in their new duties.

Savings from two fiscal years will be tapped to cover this expense. HR Budget savings from 2016/17 will be carried forward when the 2017/18 Budget is adjusted in September, and any expense beyond that amount will be covered from savings elsewhere in the FY 2016/17 Budget.

**ALTERNATIVES**

1. Authorize staff to increase the purchase order to Palmer Group for HR staffing services in an amount-not-to-exceed \$128,000.
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.

**CITY MANAGER'S RECOMMENDED ACTION:**

The proposed increase to the Palmer Group's employment services contract will allow for a continuation of critical Human Resource Department services to other City departments until the final permanent staff members are appointed. This will also allow a cushion of time for the newly hired staff to become trained.

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

**COUNCIL ACTION FORM**

**SUBJECT: CITY CONTRIBUTION TO ISU CONSTRUCTION OF CYRIDE BUS TURNAROUND**

**BACKGROUND:**

The Ames Transit Agency's Transit Board of Trustees approved the concept of a turnaround for CyRide's new Gold Route (route map attached) as part of the System Redesign Plan. This new route is scheduled to begin on August 14, 2018. The turnaround will be located south of Storm Street at Welch Avenue on Iowa State University property. This turnaround will be the end point of this route, allowing the bus to turn around and operate back to campus and areas north. **The turnaround concept was developed as a result of discussions with the South Campus Area Neighborhood (SCAN) around and near the Wallace/Wilson Residence Halls served by this new Gold route.**

The original proposal was to operate this new route to the two residence halls and then utilize Hayward Avenue between Storm and Knapp to turn the bus around and return to campus and north to Schilleter Village. Residents indicated that this service change would impact the amount of traffic and noise on their street and neighborhood, with buses operating on the route every 10 minutes Monday through Friday. As a result, they requested that Transit Board members and CyRide staff develop an alternative that would not increase transit impacts to their neighborhood. **The bus turnaround on ISU property was the resolution to this challenge and allows for the route to operate efficiently and effectively while reducing current and proposed transit impacts on the SCAN neighborhood.**

CyRide staff has worked with ISU Facilities Planning and Management staff to develop a final construction cost estimate for the turnaround. This cost is estimated to be \$185,000, which includes design, construction and minimal landscaping costs. ISU Facilities and Planning will be responsible for construction of the bus turnaround, and is ready to proceed with bids and construction once funding is approved.

At the June 28, 2017 Transit Board meeting, Board members approved CyRide's funding commitment below and tentatively agreed to a cost-sharing approach to fund this project as follows, subject to final approval by each of the funding partners:

CyRide Closing Balance	50%	\$ 92,500
City of Ames	16.67%	30,833
Iowa State University	16.67%	30,833
Student Government	16.67%	30,833
<b>TOTAL</b>	<b>100%</b>	<b>\$185,000</b>



**The proposal requires CyRide to fund 50% of the construction cost from its operating closing balance, and each of the three funding partners (City of Ames, Iowa State University and ISU Student Government) to contribute the remaining 50%, divided into three equal shares of \$30,833 each as a one-time capital cost.**

It should be noted that the requested City contribution is in addition to the City's annual contribution to CyRide from the City's Transit Levy.

**ALTERNATIVES:**

1. The City Council can authorize a one-time capital outlay of \$30,833 for this bus turnaround project, contingent upon approval by Iowa State University and ISU's Student Government to both provide \$30,833 toward construction of the bus turnaround at Storm Street and Welch Avenue.

Should the City Council select this alternative, the City's share of \$30,833 – which has not been budgeted – could come from the City Council's unallocated FY 16/17 contingency account, which is now a part of the FY 17/18 beginning fund balance. The year ended with \$33,560 remaining unspent in that account.

2. Do not approve one-time capital improvement funding for a CyRide bus turnaround at Storm Street and Welch Avenue.

**CITY MANAGER'S RECOMMENDED ACTION:**

CyRide's System Redesign consultant stated that the Gold route changes approved in the System Redesign Plan, which incorporates the bus turnaround, would be one of CyRide's highest ridership routes in the future. Therefore, the proposed infrastructure improvement will allow for this service to be operated and, at the same time, minimize impacts on the adjacent neighborhood.

At the time the Transit Board considered this matter on June 28<sup>th</sup>, the FY 2016/17 ending fund balance for the Transit Operations Fund was estimated to be \$1,330,226. Of that amount, the Board wanted to maintain \$1,045,226 as an operating balance for emergencies, leaving \$285,000 available for projects. In addition to this turnaround project, these funds will be needed as the local match to expand the existing bus facility (\$1,200,000 needed of which \$750,000 has been secured), and for the local match for the purchase of additional buses under a recent federal grant opportunity (\$102,520 not currently budgeted).

Based on that information and those goals, the Transit Board requested that the three funding entities each contribute an additional \$30,833 which, when combined with CyRide's \$92,500, would cover the cost of the turnaround.

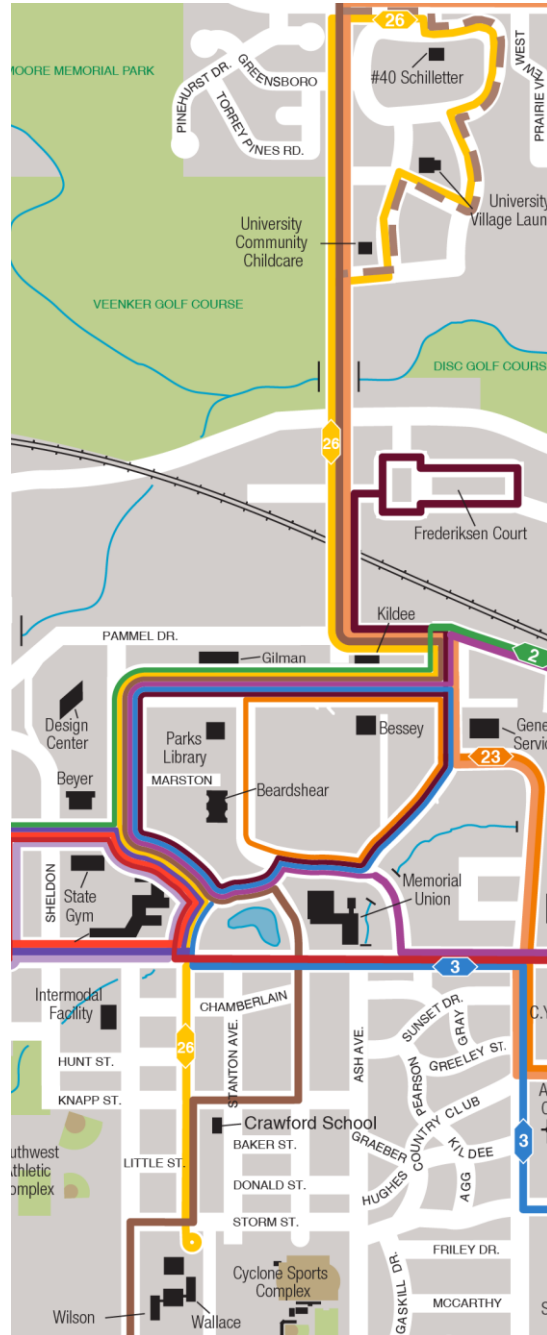
In the time since the Transit Board met on June 28<sup>th</sup>, year-end expense and revenue accrual adjustments have continued to be made. While those adjustments are not yet

complete, the most recent estimate of the FY 16/17 Transit Operations Fund ending balance appears to be close to the adjusted budget amount of \$1,495,773. That would leave approximately \$400,000 available in excess of the board designated reserve for this turnaround project, the local match for an expansion of the bus facility, additional local match for the purchase of buses, and other purposes.

**The benefit of this turnaround improvement to the transit system and adjacent neighborhood warrants this highly unusual contribution outside of the normal CIP process and the normal funding arrangement with CyRide.**

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving \$30,833 from the City Council's unspent FY 16/17 contingency account to support one-time capital improvement funding for the bus turnaround at Storm Street and Welch Avenue.

# CyRide's New Gold Route #26 (Effective: August 14, 2018)



**COUNCIL ACTION FORM**

**SUBJECT: URBAN DEER MANAGEMENT PROGRAM-BOW HUNTING**

**BACKGROUND:**

Over the past decade Ames experienced citizen complaints about deer damage, car-deer collisions, and other issues associated with high concentrations of whitetail deer within the city. In an attempt to address these concerns, a Special Urban Deer Task Force (SUDTF) was convened in 2006. That group gives an annual report to the City Council. Previous Task Force recommendations to the City Council have included an annual survey of deer populations, a ban on deer feeding, public education efforts, and limited urban bow hunting of deer. Urban deer hunting has been conducted in a limited number of locations under special rules administered by the Police Department. **All participants must purchase a special tag and register with the Police Department. Rules also require participants to pass a safety course and a proficiency test, to hunt only from tree stands situated at least 85 feet from trails, and to limit shots to 75 feet or less.**

An aerial count of deer is generally conducted by the DNR under a cost-sharing arrangement with the City. The aerial survey was not conducted this year due to DNR budget cuts. The survey from the previous year (attached) showed four of the seven urban survey areas had densities below the 30 deer per square mile threshold. Deer densities exceeded 30 deer/square mile in the remaining three areas surveyed. Densities exceeding 30 deer/square mile are generally thought to be the most likely to have human-deer conflict at a level where intervention is warranted. The trend toward higher concentrations in west Ames continued to be evident in the previous survey and in hunter feedback.

Again last year, hunting was allowed on private property if there were three or more acres available and hunting was supported by adjacent property owners. Because of the broad array of views in the community, the Special Urban Deer Task Force had endorsed two categories of private property hunts. In the first category, hunts on wooded or agricultural tracts are reviewed by the Police Department and, if the property met the program criteria, could be approved for hunting. In the second category, locations that were primarily residential properties would be reviewed by the Police Department and then publicized in a manner that would seek additional input from other residents in the neighborhood. While there were a couple of private wooded/agricultural tracts that continued to be approved for hunting during 2016, there were no residential properties approved for hunting. Last year there were 12 tags purchased and eight deer were harvested. Additional licensed hunting occurred in the perimeter zone around Ames, but outside the city limits.

The Urban Deer Task Force did not meet this year since there was no significant change in deer counts or deer related issues. Information was shared by email and Task Force participants were invited to vote on five items continuing the status quo. Comments from Task Force members continue to illustrate the broad range of public attitudes toward deer and deer hunting. One perspective supported bowhunting of deer as a safe intervention that allows property owners in specific neighborhoods or locations to address a problem with deer concentrations. The representatives who typically voiced concerns about urban hunting did not comment or vote this year. The recommendations and votes of the task force members are as follows:

1. Continue the city hunt locations (on city properties)  
Favor (5) Oppose (0) Abstain (0)
  
2. Continue current city rules (regulating hunting methods and locations)  
Favor (5) Oppose (0) Abstain (0)
  
3. Continue the current private property process, distinguishing wooded/agricultural from residential areas with additional consensus required for hunting in a residential area  
Favor (5) Oppose (0) Abstain (0)
  
4. Continue to request the buck incentive to encourage hunter participation and harvest  
Favor (5) Oppose (0) Abstain (0)
  
5. Continue the annual helicopter population survey  
Favor (5) Oppose (0) Abstain (0)

**A majority of Task Force members support the continuation of hunting in designated City locations. Dates for these locations were recommended by the Parks and Recreation staff.**

The Iowa Department of Natural Resources (DNR) establishes “legal hunting hours” (one-half hour before sunrise continuing to one-half hour after sunset) and the “dates” (September 16 to January 10) for the City of Ames. However, the City can modify these hours and dates as long as they fall within the overall DNR timelines noted above.

**Following last year’s approach and taking the DNR established hours and dates into consideration, staff recommends the following locations, dates, and times for deer hunting:**

**NON-PARK / PUBLIC AREA**

**Wooded City property south of the Hunziker Youth Sports Complex:**

Weekdays: One-half hour before sunrise and ending at 11:00 AM, September 18 to November 16

Weekends: No hunting until November 18

Daily beginning November 18, DNR legal hunting hours (following the anticipated conclusion of the youth sport season)

**City property north of the landfill in east Ames off Watt Street (does not include water plant or adjacent construction areas):**

DNR legal hunting hours beginning September 16

**PARKLAND AREAS**

**South River Valley Park:**

Weekdays: One-half hour before sunrise ending by 4 PM September 18 to October 20 (hours not used by sport leagues)

Weekends: One-half hour before sunrise ending by 8 AM, September 16 to October 22 (hours not used by sport leagues)

Daily beginning October 23 DNR legal hunting hours (following the conclusion of sport leagues)

**Gateway Park:** Restricted to the west timber

Daily beginning September 16: DNR legal hunting hours

**Homewood Golf Course:**

Daily following course closure for the season (Anticipated closure is November 5)

**Inis Grove Park**

Daily beginning after the close of Homewood Golf Course-limited locations designated by Parks and Recreation staff

All dates are subject to adjustment by the Ames Police Department for safety related issues. Hunting may be temporarily suspended by the Ames Police Department in any location for safety-related reasons.

In addition, the Urban Deer Task Force recommends continuation of the process allowing private property or other non-city, public property to be enrolled as urban deer hunting locations. The process of establishing eligibility requires the owner or lawful agent in control of the property to submit a written request for participation to the Police Department. Requests must include owner/agent permission for at least three contiguous acres, a map of the property, and a listing of any additional rules or restrictions being proposed. This may include limitations on who may hunt on the property. The City's Hunt Manager (Police Department) will evaluate the property and treat it as one of two types:

1. **Wooded/agriculture property** will be reviewed to ensure the suitability of the proposed location, proximity to adjacent properties, and any special hazards or concerns.
2. **Residential locations** will receive a similar initial review by the City Hunt Manager, followed by notification of adjacent property owners. This will be done by the property owner or hunter(s) using City forms. For residential locations to be approved, neighbors within 200 yards of the stand must approve of the hunting. This will involve the signature of one owner or resident of the affected property. Neighbors within 400 yards of the stand must be notified of the proposed hunt.

One or more signs will be posted at these locations and all other rules will apply.

**ALTERNATIVES:**

1. Approve bow hunting within the park system, on City property, and at other eligible property as detailed in the Urban Deer Management ordinance and rules as listed above.
2. Approve bow hunting only in the City locations specified in this proposal and do not allow additional properties to be considered.
3. Do not approve bow hunting as proposed in the Urban Deer Management ordinance and rules listed above.

**CITY MANAGER'S RECOMMENDED ACTION:**

The Iowa DNR, Special Urban Deer Task Force, Parks and Recreation Commission, staff members within Parks and Recreation, the Police Department and Animal Control all support the continuation of the Urban Deer Management ordinance and rules. Continuing a process for designating additional hunting locations on private property will provide a tool for private landowners and other public entities to participate in efforts to control the deer population.

Therefore, it is the recommendation of the City Manager that the City Council support Alternative #1 thereby approving bow hunting in designated locations including the park system and City property as detailed in the Urban Deer Management ordinance and rules.

Ames Aerial Deer Survey Results  
2015

The table below shows results of deer observed by helicopter survey on February 15<sup>th</sup>, 2016 using a Robinson R44 helicopter. Observers were Bill Bunger and Andy Kellner. Conditions for the survey were good in all habitat types flown. Snow depth was 4” and some beds were observed. The sky was overcast and wind was light from the southwest at 5-10mph. Temperatures started at 32 and rose to near 40 degrees. Overcast skies created good sighting conditions, eliminating shadows. Most deer were bedded but some moved at the helicopter’s presence. The areas surveyed were flown along the contour or with transects and areas were circled if necessary when deer were spotted.

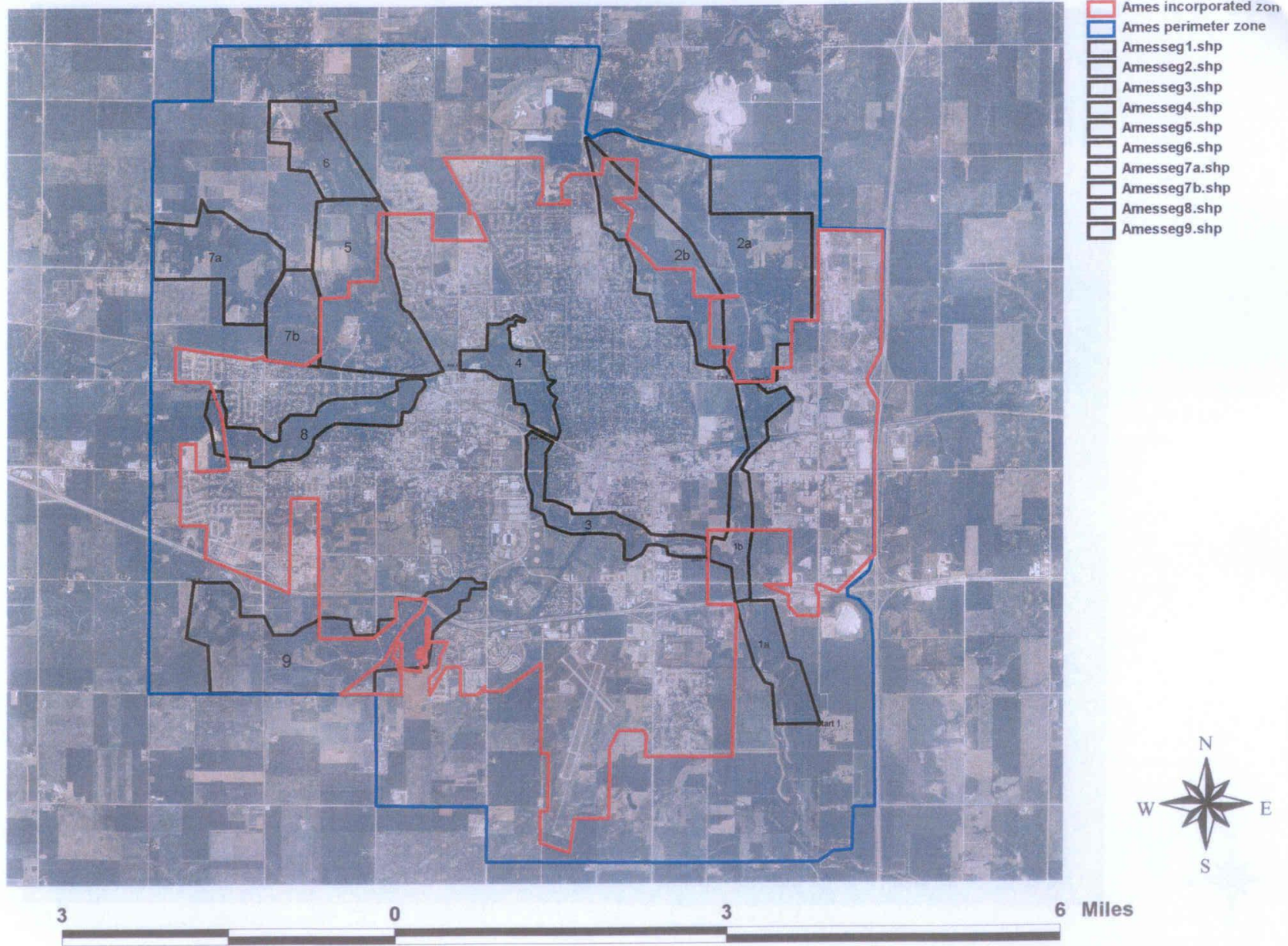
Survey	2007	2008	2009	2010	2011	2012	2013	2014	2016	Segment Area (Sq. Mi.)	2007	2008	2009	2010	2011	2012	2013	2014	2016	% Change From 2014-16
	Deer Observed	Deer Observed	Deer Observed	Deer Observed	Deer Observed	Deer Observed	Deer Observed	Deer Observed	Deer Observed		Deer/ Square Mile	Deer/ Square Mile	Deer/ Square Mile	Deer/ Square Mile	Deer/ Square Mile	Deer/ Square Mile	Deer/ Square Mile	Deer/ Square Mile	Deer/ Square Mile	
Segment 1	70	39	53	37	41	38	21	4	10	0.82	85	48	65	45	50	46	26	5	12	140%
1a**	59	28	37	26	18	20	18	2	10	0.39	151	72	95	67	46	51	46	5	26	420%
1b**	11	11	16	11	23	18	3	2	0	0.43	26	26	37	26	53	42	7	5	0	-100%
Segment 2a	143	100	104	85	77	61	117	49	92	1.7	84	59	61	50	45	36	69	29	54	86%
Segment 2b	26	26	31	20	19	5	1	22	13	0.93	28	28	33	22	20	5	1	24	14	-42%
Segment 3	11	9	28	11	21	2	8	7	3	0.4	28	23	70	28	53	5	20	18	8	-56%
Segment 4	24	14	39	23	6	3	1	7	10	0.38	63	37	103	61	16	8	3	18	26	44%
Segment 5	47	58	64	79	57	23	76	51	74	1.57	30	37	41	50	36	15	48	32	47	47%
Segment 6	23	15	22	63	39	35	33	27	41	0.49	47	31	45	129	80	71	67	55	84	53%
Segment 7	44	23	39	1	41	41	40	53	56	0.73	60	32	53	1	56	56	55	73	77	5%
Segment 8	25	26	25	75	53	46	40	57	46	0.57	44	46	44	132	93	81	70	100	81	-19%
Segment 9	50	71	76	62	63	22	45	63	66	1.48	34	48	51	42	43	15	30	43	45	5%
Totals	463	381	481	456	417	276	382	340	411	9.07	51	42	53	50	46	30	42	37	45	22%

Results from this year’s aerial survey showed a 22% increase in numbers across all survey areas compared to 2014. Looking at the urban survey areas, 4 of the 7 are below the goal of 30 deer/sq. mile. Of the three urban areas exceeding this goal 2 are located in the southwest portion of the city, (8 & 9). This pattern has been a long standing situation. In the northwest quarter of town, deer observed in zone 5 were up from 2014, while deer observed in the nearby rural zones (6 & 7) were also up slightly from 2014. The northeast quarter of town (zone 2a especially) saw an increase in numbers. It seems that the location of the aerial zones on the north side of town, and the extension of riparian areas that project out into the countryside from these zones, may have some unpredictable annual influences on the deer wintering in Ames.

In the urban zone, 25 of 50 licenses were sold, down 10 licenses from last year. 12 does and 3 buttons were registered as harvested. These harvest numbers are similar to last season. In the adjacent perimeter zone, 47 of 50 licenses were sold and 7 does and 6 buttons were harvested. This is five more deer than last year. A few more deer may have been harvested on regular season deer licenses, which cannot be separated at this level. The harvest of 169 does, in both the urban and perimeter zones, over the last 10 years has reduced potential deer numbers by over 1100 animals over that time. It is likely that not all of these deer would have been permanently associated with the city of Ames, but this reduction has kept deer numbers down and reduced the growth of the herd.



# Ames area deer survey segments.



**COUNCIL ACTION FORM**

**SUBJECT: FLEET EQUIPMENT PROGRAM – RUBBER TIRED TELEHANDLER FOR ELECTRIC SERVICES POWER PLANT**

**BACKGROUND:**

The City currently has three rubber tired telehandlers, which are wheeled pieces of equipment that can be used as a forklift and that have crane abilities with a telescoping boom lift. The Power Plant's telehandler is due to be replaced as part of Electric Services fleet replacement plan. The new telehandler will reach 55 feet high with loaded pallets of material. The 55-foot machine specified will effectively meet the needs of Power Plant staff to maintain and improve the plant facility.

Bids were received from dealers as follows:

Bidder	Make / Model	Year	Base Bid	Options	Trade in offer	Net Low Bid w/ Options
Herc-U-Lift, DM, IA <i>(Does not meet spec.)*</i>	Skyjack / VR1056D	2014 used	\$106,699	\$4,011	\$10,500	\$100,210
<b>Star Equipment, Ltd. Des Moines, Iowa</b>	<b>Gehl / RS1055</b>	<b>2016 used</b>	<b>\$116,000</b>	<b>\$3,614</b>	<b>\$14,000</b>	<b>\$105,614</b>
Logan Contractors Supply Inc.	Manitou / MTA10055	2017	\$120,476	\$7,435	\$7,000	\$120,911
Star Equipment, Ltd. DM, Iowa	Gehl / RS1055	2017	\$121,880	\$3,614	\$14,000	\$120,911
Herc-U-Lift, DM	Skyjack / VR1056TH	2017	\$123,864	\$4,011	\$10,500	\$111,494
Herc-U-Lift, DM	Genie / GTH-1056	2017	\$137,189	\$4,011	\$10,500	\$130,700
MH Equipment, DM	JLG / 1055	2017	\$140,943	\$7,715	\$10,000	\$138,658
Herc-U-Lift of DM	JLG / 1055	2017	\$167,168	\$10,588	\$10,500	\$167,256

\*The low bid does not offer either the required side shift fork feature, or option for tilt fork feature in lieu of the side shift, and therefore does not meet the City's specification.

The net low acceptable bid, less the trade in offer of \$14,000 for the City's existing telehandler, is from Star Equipment Ltd. of Des Moines, IA. This is for the Gehl model RS1055, 55' telehandler, with options for general purpose bucket, 4' x 8' work platform and side tilt pallet fork frame (included in base bid), for the total net amount of **\$105,614**.

The invitation to bid specified that used telehandlers newer than four years old and with less than 2,000 hours were acceptable. The net low acceptable bid is for a lightly used model. It meets the evaluation criteria and the minimum warranty required by the invitation to bid.

The telehandler was identified as part of the plan approved by Council to use money from equipment taken out of service due to the change from coal to natural gas. The funding currently available from this replacement plan is \$413,701. Once items identified in the plan are purchased, the remaining balance will be returned to the Electric Fund.

**ALTERNATIVES:**

1. Approve and award this contract to Star Equipment, of Des Moines, to accept Star's trade in offer for the unit and purchase the offered used Gehl telehandler, model RS1055, with selected options, for the net total amount of \$105,614.
2. Reject award of bid.

**CITY MANAGER'S RECOMMENDED ACTION:**

Accepting Star's trade in offer for the City's unit and purchasing the used Gehl model RS1055 telehandler with selected options will provide the best and most economical equipment for use at the Power Plant.

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

ITEM # 20

DATE: 08-08-17

## **COUNCIL ACTION FORM**

**SUBJECT: PRIME TIME POWER DIGITAL CONTROL UNIT SWITCHES**

### **BACKGROUND:**

Electric Services needs to purchase 2,000 digital control unit (DCU) switches for the City's Prime Time Power load management program. This program consists generally of a personal computer based Master Control Station and load control software capable of controlling all remote load switches located next to residential and small business central air conditioners. This program is used to reduce peak electric demand during the hottest of days.

The City's load management system has been in place since 1992. Since then, about 11,000 switches have been installed, giving the utility the ability to reduce load by an estimated 3 MW. On average Electric Services installs around 500 new switches per year. It is important to note that this air conditioner load management, better known as Prime Time Power, is a voluntary program.

On June 30, 2017, the Request for Proposal (RFP) document was issued to sixteen companies for proposals. It was also sent to three plan rooms. Despite staff's best efforts, staff received a proposal from only this one company on July 25, 2017:

Entek Systems, Inc., Sautee, GA	\$137,680
---------------------------------	-----------

Electric Services staff reviewed the proposal and concluded that it was acceptable. Since Entek Systems, Inc. is not licensed to collect sales taxes for the State of Iowa, the City would pay applicable Iowa sales taxes directly to the State of Iowa.

Staff believes that the reason only one proposal was received was due to the fact that most companies are moving beyond old, first generation technology which is what the City continues to require. Many companies are moving to digital and wireless technologies to piggyback onto automated meter infrastructures. An additional reason could be that the City is asking for a specific frequency of radio transmission signal to be used. The FCC is changing rules on bandwidth and frequency use in the near future, and it may be that companies are hesitant to bid due to the new rules.

Staff also feels that if the City did not require new switches to be compatible with the City's existing transmission frequency then we may have received more responses. However this would create a dilemma, since the City would need to not only buy the most technologically advanced switches, but to also purchase the equipment to control them. Additionally, if the new technology was purchased, the City would need to either

change out every old switch for a new one, or would need to keep two systems running side-by-side. That would take up space and complicate the City's load management program.

**In light of this dilemma, it seems appropriate for the City to purchase these switches now, which will replenish our inventory and meet our needs for the next 3-4 years. This will allow staff enough time to evaluate the options available to determine the future direction of equipment used for the Prime Time Power program.**

Funding is available from the FY 2017/18 Smart Energy operating budget which contains \$1,200,000. A portion of that funding can be used for this purchase.

**ALTERNATIVES:**

1. Award a contract to Entek Systems, Inc., Sautee, GA, for the purchase of 2,000 DCU switches in the amount of \$137,680, plus applicable sales taxes to be paid directly by the City of Ames to the State of Iowa.
2. Reject the single proposal received and direct staff to delay purchase of these switches.

**CITY MANAGER'S RECOMMENDED ACTION:**

Purchase of these DCU switches will ensure continued efficient operation of the City's Prime Time Power program. By purchasing the switches from this manufacturer, it will be possible to maintain uniformity throughout the program which could result in lower costs and greater service efficiencies. Additionally, the purchase of these switches will buy the City a few years to perform due diligence in evaluating which technology to go with going forward.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 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:** August 8, 2017

**Subject:** Contract and Bond Approval

There is no Council Action Form for Item No. 21. Council approval of the contract and bond for this project is simply fulfilling a *State Code* requirement.

/jr

**COUNCIL ACTION FORM**

**SUBJECT: ENGINEERING CONSULTING SERVICES ASSOCIATED WITH NPDES PERMIT AND RELATED ISSUES FOR POWER PLANT**

**BACKGROUND:**

On April 7, 2017, staff issued a purchase order to Veenstra & Kimm, Inc, (V&K) in the not-to-exceed amount of \$18,000. The scope of work was for V&K to provide engineering consulting services to review the draft National Pollutant Discharge Elimination System (NPDES) permit and Iowa DNR's permit rationale for the City's Steam Electric Plant (Power Plant) permit, and to then advise staff regarding the edits and changes that Iowa DNR should incorporate into the final permit. This permit is intended to regulate the discharge of process waters from the Power Plant to surface waters (lakes and streams).

Two change orders have previously been issued:

**Change Order No. 1** for \$5,000 was for V&K to set up and perform a Whole Effluent Toxicity (WET) test for iron toxicity on the power plant's cooling tower blowdown water. This WET test exposes flathead minnows and daphnia (small aquatic crustaceans commonly known as "water fleas") to a specific sample of water, and then mortality of each species is observed and quantified.

**Change Order No. 2** for a reduction of \$1,000 from Change Order No. 1 to the estimated cost for laboratory service and analyses associated with the WET test for iron toxicity.

The net cost of both change orders was \$4,000 which brought the total purchase order amount to \$22,000.

**A third change order is now needed.** This change order is for V&K to provide additional and ongoing consulting services through the current fiscal year regarding the NPDES permit and associated issues for the Power Plant. This permit is normally scheduled to be renewed and reissued on a cycle of every five years, but was issued on May 31, 2017 for the first time since 2001, a period of 16 years. That is similar to the case with the City's Water Pollution Control Facility, which at one point operated under an old permit for an extended period of time until IDNR issued a new permit. For the next year, until July 1, 2018, the NPDES permit, in addition to the typical compliance aspects of the permit, requires a thorough study of four parameters in the cooling tower blowdown water.

The results of this study may require the installation of equipment to control one or more

of the four parameters studied. **Certainly, for the next year and likely beyond that, staff will need considerable technical assistance regarding NPDES issues and compliance with the permit.**

**Change order #3, which requires City Council approval, will add an additional \$35,000 to the existing purchase order, bringing the total amount to \$57,000.**

Funds to support this work are available from the approved FY 2017/18 Fuels “Outside Professional Service” account in the adopted budget, which includes \$100,000 that is available to fund this change order.

**ALTERNATIVES:**

1. Approve contract Change Order No. 3 to Veenstra & Kimm, Inc, West Des Moines, IA, in the amount of \$35,000 for a total amount of \$57,000, for Engineering Consulting Services Associated with the NPDES Permit and Related Issues for the Power Plant.
2. Reject Change Order No. 3, which would make compliance with the recently issued NPDES permit much more difficult and would seriously impact the required study portion of the permit over the next year. This would likely increase the cost and the degree of difficulty to comply with future requirements of the permit.

**CITY MANAGER'S RECOMMENDED ACTION:**

The recently issued NPDES permit is much more complex than the previous one issued 16 years ago. The work product of this change order, to provide technical guidance and permit compliance strategies, is very important to assure compliance with the new permit. Additionally, staff needs V&K’s experience, knowledge, and industry and agency contacts and relationships to conduct the study required by Iowa DNR over the next year.

Once the study concludes, the City will likely transition into a period of four years where additional pollution control equipment will need to be specified, bid, purchased, manufactured, and installed. V&K’s experience and technical knowledge will also be vitally useful during this period.

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



**COUNCIL ACTION FORM**

**SUBJECT: WATER POLLUTION CONTROL FACILITY DIGESTER IMPROVEMENT PROJECT**

**BACKGROUND:**

On September 9, 2014, City Council awarded a contract to Eriksen Construction Company Inc., of Blair, Nebraska in the amount of \$1,615,750 to perform various improvements to the digester at the Water Pollution Control Facility. All work under this contract was completed in accordance with the plans and specifications on July 25, 2017. A copy of the engineer's statement of completion is attached.

Over the course of the project, several additional work items were identified that have resulted in a change to the contract. Nine previous change orders have been authorized in accordance with the City's purchasing policies. Two of those change orders, No.'s 1 and 5, were based on an estimated number of labor hours. Not all of the estimated hours were required, and Change Order No. 10 adjusts the cumulative total of those two previous change orders to match the actual expense. **The total cost of the final change order is a reduction of \$3,680.** A summary of all previous change orders is attached.

**ALTERNATIVES:**

1. Take the following actions to close out this construction contract:
  - a) Approve Change Order No. 10 in the amount of \$(3,680) to Eriksen Construction Company Inc., of Blair, Nebraska.
  - b) Accept final completion of the WPC Digester Improvements Project in the amount of \$1,594,937.65 and authorize final payment in accordance with the contract to Eriksen Construction Company Inc., of Blair, Nebraska.
2. Do not approve the change order or accept completion of the WPC Digester Improvements Project at this time.

**CITY MANAGER'S RECOMMENDED ACTION:**

Work for this project has been completed in accordance with the City's plans and specifications, and an Engineer's Statement of Completion has been received.

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

## Attachment

**WPC DIGESTER IMPROVEMENTS PROJECT:  
SUMMARY OF CHANGE ORDERS**

Original Contract Amount		\$1,615,750
Change Order 1		
Change in Valve Materials	\$(2,260)	
Concrete Repairs – PD #1	\$3,364	
Roof Joint Replacement – PD #1	\$34,517	\$35,621
Change Order 2		
Delete selected painting – PD #1	\$(5,312)	(\$5,312)
Change Order 3		
Delete selected painting – PD #2	\$(9,992)	
Delete selected painting – SD Interior	\$(11,448)	
Delete selected lifting – SD Cover	\$(78,971)	
Roof Joint Replacement – PD #2	\$22,839	(\$77,572)
Change Order 4		
Pipe painting extra coat – PD #1	\$610	
Pipe painting & steel cover extra coat – PD #2	\$5,940	
Pipe painting & steel cover extra coat – SD #1	\$8,146	\$14,696
Change Order 5		
Modify water piping – PD #1	\$2,657	
Modify water piping – PD #2	\$2,657	
Labor for additional walkway – PD #1	\$2,771	
Labor for additional walkway – PD #2	\$2,771	\$10,856
Change Order 6		
Repair steel cover pitting - PD #2	\$23,262	\$23,262
Change Order 7		
Remove remaining sludge – SD #1	\$2,845	
Delete selected sandblasting/painting – SD #1	\$(10,420)	(\$7,575)
Change Order 8		
Replace roller assembly – SD #1	\$10,088.00	\$10,088.00
Change Order 9		
Pump sludge from SD #1 to replace water coupler	\$(21,196.35)	\$(21,196.35)
Change Order 10		
Balance remaining from Change Orders 1 and 5	\$(3,680.00)	\$(3,680.00)
Sum Total of Change Orders 1-10		(\$20,812.35)
<b>Revised Contract Amount</b>		<b>\$1,594,937.65</b>

**COUNCIL ACTION FORM**

**SUBJECT:** PLAT OF SURVEY (BOUNDARY LINE ADJUSTMENT) FOR 2005 &  
2017 EAST LINCOLN WAY

**BACKGROUND:**

The City's subdivision regulations found in Chapter 23 of the Ames Municipal Code 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 parcels F and G. These parcels are currently occupied by Larson Collision and Ames Bobcat. The parcels have been in their present configuration since 2005 when a plat of survey was approved. The sites are zoned General Industrial zone (GI) and have industrial buildings on each parcel. There is a shared ingress/egress easement through the middle of the site. The proposed change shifts approximately 1.6 acres of the site from the rear of Lot F to Lot G. The proposed new parcels are labeled as L and M.

The site was reviewed to ensure that setbacks and building coverage complied with requirements found in the zone development standards of the General Industrial zone (GI). Staff reviewed the proposal to ensure that existing parking stalls provided on both parcels would not be adversely affected by the proposed boundary line adjustment. The rear of the site is an unimproved bus storage area with unassigned parking. After review staff has concluded that existing parking is accounted for adequately and that the boundary line adjustment is not creating non-conformities. A new 10 foot wide electrical easement is being identified leading to the north property line of the proposed parcel M as required by Ames Electric. An Ingress/Egress easement is also being extended further north to meet the new boundary line between proposed parcel L and M.

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.

**CITY MANAGER'S RECOMMENDED ACTION:**

Staff has determined that the proposed plat of survey satisfies all code requirements for a boundary line adjustment of existing lots and has made a preliminary decision of approval. The resulting two lots are designed to be conforming to underlying design standards and building setbacks of GI zoning. The boundary line adjustment does not trigger infrastructure requirements unless there is a gap in completion of existing infrastructure. Although a frontage road exists in front of the lots, there is no obligation to extend or construct a frontage road further east when there is no additional access to an arterial street that is needed for the property.

**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 2005 & 2017 E Lincoln Way**

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: Parcel M: Wayne & Mary Jo Larson  
Parcel L: Mark A. Kruse

Existing Street Address: 2005 & 2017 E Lincoln Way

Assessor's Parcel #: 0901477095 and 0901477085

Legal Description: Part of Parcel F in the Southeast Quarter of Section 1, Township 83 North, Range 24 West of the 5<sup>th</sup> P.M., City of Ames, Story County, Iowa, as shown on the Plat of Survey filed in Slide 233, Page 1, said part being more particularly described as follows: Beginning at the Southeast Corner of said Parcel F; thence S89°50'01"W, 241.04 feet to the Southwest Corner thereof; thence N00°11'07"W, 382.56 feet along the west line thereof and said line extended; thence N89°49'45"E, 241.06 feet to the east line of said Parcel F; thence S00°10'59"E, 382.57 feet along said line to the point of beginning, containing 2.12 acres.

Parcel G and part of Parcel F in the Southeast Quarter of Section 1, Township 83 North, Range 24 West of the 5<sup>th</sup> P.M., City of Ames, Story County, Iowa, as shown on the Plat of Survey filed in Slide 233, Page 1, all together being more particularly described as follows: Beginning at the Southeast Corner of said Parcel G; thence S89°50'01"W, 159.05 feet to the Southwest Corner thereof; thence N00°10'37"W, 556.52 feet to the Northwest Corner of said Parcel F; thence N89°49'45"E, 400.03 feet to the Northeast Corner thereof; thence S00°10'59"E, 173.98 feet along the east line of said Parcel F; thence S89°49'45"W, 241.06 feet to the northerly extension of the east line of said Parcel G; thence S00°11'07"E, 382.56 feet to the point of beginning, containing 2.99 acres.

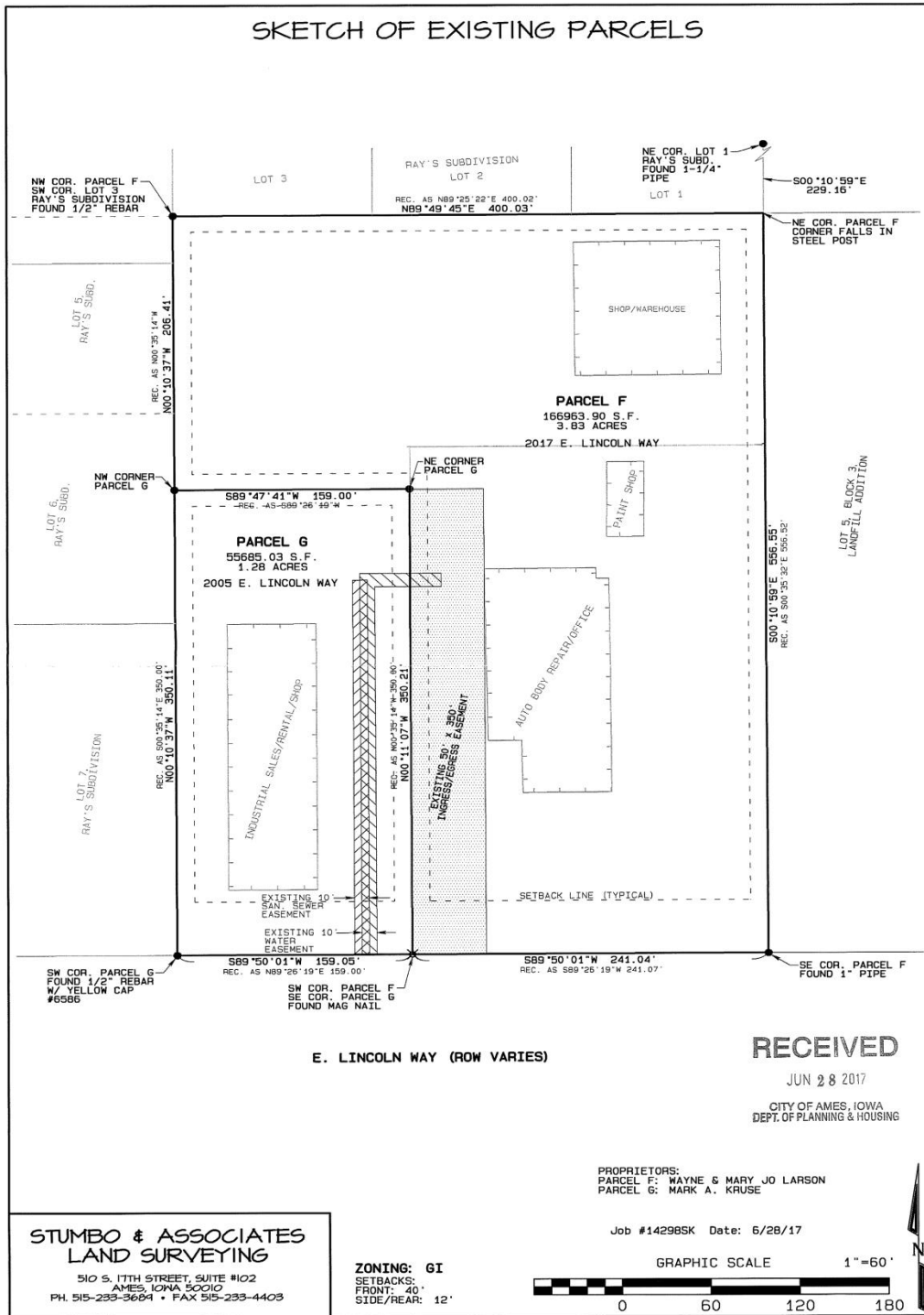
**Public Improvements:**

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:

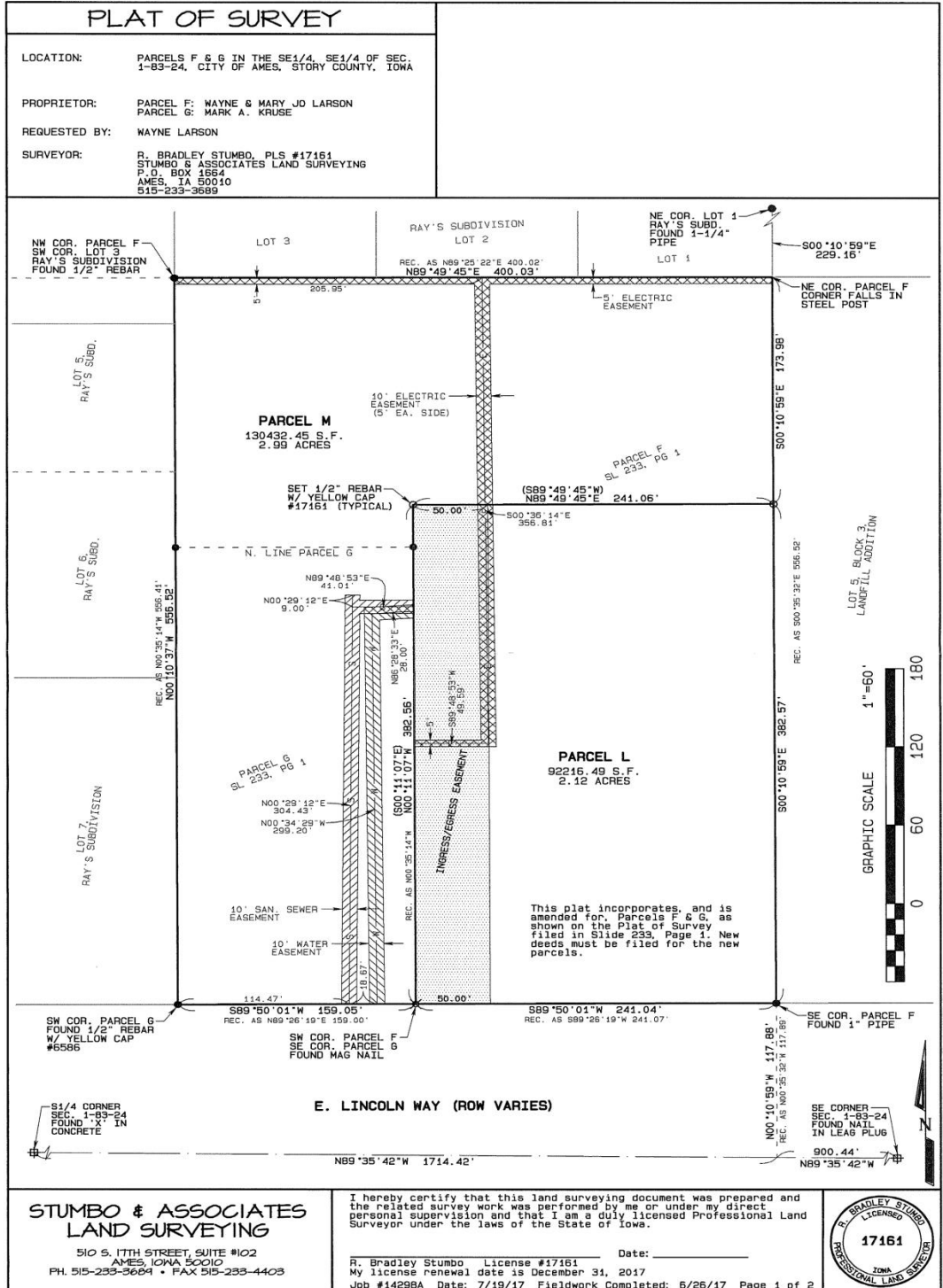
- Installed prior to creation and recordation of the official plat of survey and prior to issuance of zoning or building permits.
- Delayed, subject to an improvement guarantee as described in Section 23.409.
- Not Applicable. (no additional improvements required)

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





Survey Description-Parcel 'L':

Part of Parcel F in the Southeast Quarter of Section 1, Township 83 North, Range 24 West of the 5<sup>th</sup> P.M., City of Ames, Story County, Iowa, as shown on the Plat of Survey filed in Slide 233, Page 1, said part being more particularly described as follows:

Beginning at the Southeast Corner of said Parcel F; thence S89°50'01"W, 241.04 feet to the Southwest Corner thereof; thence N00°11'07"W, 382.56 feet along the west line thereof and said line extended; thence N89°49'45"E, 241.06 feet to the east line of said Parcel F; thence S00°10'59"E, 382.57 feet along said line to the point of beginning, containing 2.12 acres.

Survey Description-Parcel 'M':

Parcel G and part of Parcel F in the Southeast Quarter of Section 1, Township 83 North, Range 24 West of the 5<sup>th</sup> P.M., City of Ames, Story County, Iowa, as shown on the Plat of Survey filed in Slide 233, Page 1, all together being more particularly described as follows:

Beginning at the Southeast Corner of said Parcel G; thence S89°50'01"W, 159.05 feet to the Southwest Corner thereof; thence N00°10'37"W, 556.52 feet to the Northwest Corner of said Parcel F; thence N89°49'45"E, 400.03 feet to the Northeast Corner thereof; thence S00°10'59"E, 173.98 feet along the east line of said Parcel F; thence S89°49'45"W, 241.06 feet to the northerly extension of the east line of said Parcel G; thence S00°11'07"E, 382.56 feet to the point of beginning, containing 2.99 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

**COUNCIL ACTION FORM**

**SUBJECT: PLAT OF SURVEY FOR 3622 WOODLAND STREET, 303 WESTWOOD DRIVE, 3637, 3643, 3649, 3655 STORY STREET**

**BACKGROUND:**

The City's subdivision regulations found in Chapter 23 of the Ames Municipal Code 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 adjusting the boundary lines of existing tracts. Section 23.308 allows the use of a plat of survey for a boundary line adjustment.

**This specific plat of survey is for a proposed boundary line adjustment of five existing lots and the parcel of the former Edwards Elementary school.** These parcels comprise the old Edwards school site at 3622 Woodland Street, and five single-family homes addressed as 303 Westwood Drive, 3637, 3643, 3649, and 3655 Story Street. The Ames Community School District seeks to adjust the south property line 30 feet to the north to convey this area to the adjacent single-family home owners. There is an existing fence where the new property line will be located.

The existing south fence on the old Edwards school property has always been located approximately thirty feet north of the actual property line. Over the years, the single-family homes have encroached onto the school's property with landscaping, gardens and in small structures in some locations. The property line location needed to be resolved since Edwards Elementary has been re-located and the District desires to clean up the property in order to sell it.

Although the City's Subdivision Code allows this boundary line adjustment to be completed by a plat of survey, the County Auditor's office asks that the City Council affirm that the division of the six parcels does not require a subdivision and that the City acknowledge waiver of the preliminary and final plat requirements. The County believes that since this plat of survey involves more than three parcels, by Code of Iowa, a subdivision plat is required unless the jurisdiction waives that requirement.

**Staff finds that the goals of the subdivision standards for identifying property lines and the requirements of a plat of survey meet the interests for the proposed boundary line adjustment and a final plat process is not necessary for this project.** If the City Council approves this plat of survey, the waiver will be incorporated into the resolution of approval. The surveyor, acting on behalf of all property owners, has requested the waiver, which can be found in Attachment D. Approval of this plat of survey (Attachment C) 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 waive the City's subdivision requirements and approve the proposed plat of survey consistent with the boundary line adjustment standards of Chapter 23.
2. The City Council can deny the proposed plat of survey if the City Council finds that the requirements for plats of survey as described in Section 23.308 have not been satisfied.
3. The City Council can refer this back to staff and/or the owner for additional information.

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

Staff has determined that the proposed plat of survey for a boundary line adjustment does not trigger City infrastructure requirements as defined within the Subdivision Code as existing improvements are already in place. The proposed boundary line adjustment is explicitly allowed by the Ames subdivision regulations (Section 23.308(2)) to be done through a plat of survey, although the County Auditor requests a formal waiver of the subdivision standards because there are six affected parcels.

Approval of this plat of survey cleans up any property line discrepancies that exist. It also allows the Ames Community School District to clarify the property boundaries for the site to be cleared and sold. This site is intended to eventually transferred to the City for the purposes of a public park that will be paid for through fundraising efforts of the Edwards Neighborhood Association.

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

**ADDENDUM**  
**PLAT OF SURVEY FOR 3622 WOODLAND STREET, 303 WESTWOOD DRIVE, 3637,  
3643, 3649, 3655 STORY STREET**

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

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

The site is located at: 3622 Woodland Street, and five single-family homes addressed as 303 Westwood Drive, 3637, 3643, 3649, and 3655 Story Street

Owner 1 (New Parcel A)     Douglas M and Ruth M Provow, 3655 Story Street,  
09-05-450-060

Owner 2 (New Parcel B):     Timothy Michael and Jenny Ann Arends, 3649 Story Street  
09-05-450-050

Owner 3 (New Parcel C):     Margaret R Newton, 3643 Story Street  
09-05-450-040

Owner 3 (New Parcel D):     Kim E Hasstedt, 3637 Story Street  
09-05-450-030

Owner 3 (New Parcel E):     Mathew S Miller, 303 Westwood Drive  
09-05-450-020

Owner 3 (New Parcel T):     Ames Community School, 3622 Woodland Street  
09-05-450-010

**New Legal Descriptions:**

**Survey Description-Parcel 'A':**

Lot 7, Edgewood Fifth Addition and part of the North 40 Rods of the West 24 Rods of the Southwest Quarter of the Southeast Quarter of Section 5, Township 83 North, Range 24 West of the 5th P.M., all in the City of Ames, Story County, Iowa, and all together being described as follows: Beginning at the Southwest Corner of said Lot 7; thence N00°21'30"W, 165.82 feet along the west line of said Southwest Quarter of the Southeast Quarter; thence S89°22'03"E, 79.99 feet to the northerly extension of the east line of said Lot 7; thence S00°18'47"E, 165.82 feet to the Southeast Corner of said Lot 7; thence N89°22'03"W, 79.86 feet to the point of beginning, containing 0.30 acres.

Survey Description-Parcel 'B':

Lot 6, Edgewood Fifth Addition and part of the North 40 Rods of the West 24 Rods of the Southwest Quarter of the Southeast Quarter of Section 5, Township 83 North, Range 24 West of the 5th P.M., all in the City of Ames, Story County, Iowa, and all together being described as follows: Beginning at the Southwest Corner of said Lot 6; thence  $N00^{\circ}18'47''W$ , 165.82 feet along the west line thereof and said line extended; thence  $S89^{\circ}22'03''E$ , 72.99 feet to the northerly extension of the east line of said Lot 6; thence  $S00^{\circ}19'27''E$ , 165.82 feet to the southeast Corner thereof; thence  $N89^{\circ}22'03''W$ , 73.02 feet to the point of beginning, containing 0.28 acres.

Survey Description-Parcel 'C':

Lot 5, Edgewood Fifth Addition and part of the North 40 Rods of the West 24 Rods of the Southwest Quarter of the Southeast Quarter of Section 5, Township 83 North, Range 24 West of the 5th P.M., all in the City of Ames, Story County, Iowa, and all together being described as follows: Beginning at the Southwest Corner of said Lot 5; thence  $N00^{\circ}19'27''W$ , 165.82 feet along the west line thereof and said line extended; thence  $S89^{\circ}22'03''E$ , 69.99 feet to the northerly extension of the east line of said Lot 5; thence  $S00^{\circ}19'41''E$ , 165.82 feet to the Southeast corner thereof; thence  $N89^{\circ}22'03''W$ , 70.00 feet to the point of beginning, containing 0.27 acres.

Survey Description-Parcel 'D':

Lot 4, Edgewood Fifth Addition and part of the North 40 Rods of the West 24 Rods of the Southwest Quarter of the Southeast Quarter of Section 5, Township 83 North, Range 24 West of the 5th P.M., all in the City of Ames, Story County, Iowa, and all together being described as follows: Beginning at the Southwest Corner of said Lot 4; thence  $N00^{\circ}19'41''W$ , 165.82 feet along the west line thereof and said line extended; thence  $S89^{\circ}22'03''E$ , 69.99 feet to the northerly extension of the east line of said Lot 4; thence  $S00^{\circ}20'32''E$ , 165.82 feet to the Southeast Corner thereof; thence  $N89^{\circ}22'03''W$ , 70.03 feet to the point of beginning, containing 0.27 acres.

Survey Description-Parcel 'E':

Lot 3, Edgewood Fifth Addition and part of the North 40 Rods of the West 24 Rods of the Southwest Quarter of the Southeast Quarter of Section 5, Township 83 North, Range 24 West of the 5th P.M., all in the City of Ames, Story County, Iowa, and all together being described as follows: Beginning at the Southwest Corner of said Lot 3; thence  $N00^{\circ}20'32''W$ , 165.82 feet along the west line thereof and said line extended; thence  $S89^{\circ}22'03''E$ , 72.99 feet to the west line of Westwood Drive; thence  $S00^{\circ}21'28''E$ , 165.82 feet along said line to the Southeast Corner of said Lot 3; thence  $N89^{\circ}22'03''W$ , 73.03 feet to the point of beginning, containing 0.28 acres.

Survey Description-Parcel 'T':

Part of the North 40 Rods of the West 24 Rods of the Southwest Quarter of the Southeast Quarter of Section 5, Township 83 North, Range 24 West of the 5th P.M., in the City of Ames, Story County, Iowa, being more particularly described as follows: Beginning at the intersection of the west line of said Southwest Quarter of the Southeast Quarter with the south right of way line of Woodland Street; thence S89°24'31"E, 365.95 feet along said right of way line to the west right of way line of Westwood Drive; thence S00°21'28"E, 595.90 feet along said line; thence N89°22'03"W, 365.95 feet to the west line of said Southwest Quarter of the Southeast Quarter; thence N00°21'30"W, 595.64 feet to the point of beginning, containing 5.00 acres.

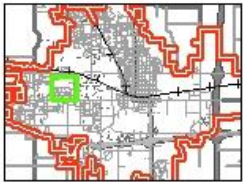
**Public Improvements:**

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.

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

ATTACHMENT A: LOCATION MAP







# ATTACHMENT C: PLAT OF SURVEY

<b>PLAT OF SURVEY</b>	
LOCATION:	LOTS 3-7, EDGEWOOD 5TH ADDITION & PT. SW1/4, SE1/4, SEC. 5-83-24, CITY OF AMES, STORY COUNTY, IOWA
PROPRIETORS:	AMES COMMUNITY SCHOOL MATHEW S. MILLER - LOT 3 KIM E. HASSTEDT - LOT 4 MARGARET E. NEWTON - LOT 5 TIMOTHY MICHAEL & JENNY ANN ARENS - LOT 6 DOUGLAS M. & RUTH M. PROVOW - LOT 7
REQUESTED BY:	GERRY PETERS, ACSO
SURVEYOR:	R. BRADLEY STUMBO, PLS #17161 STUMBO & ASSOCIATES LAND SURVEYING P.O. BOX 1664 AMES, IA 50010 515-233-3689

**RECEIVED**  
JUL 20 2017  
CITY OF AMES, IOWA  
DEPT. OF PLANNING & HOUSING



<p><b>STUMBO &amp; ASSOCIATES</b> <b>LAND SURVEYING</b></p> <p>510 S. 17TH STREET, SUITE #102 AMES, IOWA 50010 PH. 515-233-3689 • FAX 515-233-4403</p>	<p>I hereby certify that this land surveying document was prepared and the related survey work was prepared 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.</p> <p style="text-align: right;">Date: _____</p> <p>R. Bradley Stumbo License #17161 My license renewal date is December 31, 2017 Job #17045 Date: 7/17/17 Fieldwork Completed: 7/17/17 Page 1 of 1</p>	
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## ATTACHMENT D: WAIVER REQUEST



August 2, 2017

Honorable Mayor and Council Members,

I am writing on behalf of the Ames Community School District, Douglas Provow, Margaret Newton, Mathew Miller, Timothy Arends and Kim Hasstedt, owners of the properties surveyed and depicted on the plat being presented for approval, to request that the city waive its subdivision regulations for this Plat of Survey.

During the course of preliminary review by the Developmental Review Committee, the county auditor's office commented that they considered this six-tract boundary line adjustment to be a subdivision because there are so many tax parcels involved in the survey. Prior to commencing work on this survey, Ames planning staff had granted approval to perform this survey as a boundary line adjustment.

The rationale for not applying subdivision standards to this survey is that there are no new conveyance parcels being created. We are beginning and ending with six tax parcels, just configured differently.

Thanks you for your consideration.

Brad Stumbo, PLS

**COUNCIL ACTION FORM**

**SUBJECT: MAJOR FINAL PLAT FOR CRANE FARM SUBDIVISION FIFTH ADDITION**

**BACKGROUND:**

The City's subdivision regulations are included in Chapter 23 of the Ames Municipal Code. This "Subdivision Code" includes the process for creating or modifying property boundaries, and specifies whether any improvements are required in conjunction with the platting of property. The creation of new lots is classified as either a major or minor subdivision, with a major subdivision requiring a two-step platting process to finalize the creation of new lots. The "Preliminary Plat" is first approved by the City Council, and identifies the layout of the subdivision and any necessary or required public improvements. Once the applicant has completed the necessary requirements, including provision of required public improvements or provision of financial security for their completion, an application for a "Final Plat" may then be made for City Council approval. After City Council approval of the Final Plat, it must then be recorded with the County Recorder to become an officially recognized subdivision plat.

GW Land Holdings LLC, is requesting approval of a major final plat for the Crane Farm Subdivision 5th Addition. The Crane Farm Subdivision lies north of Highway 30 on the east side of South 500<sup>th</sup> Avenue as shown on Attachment A – *Location Map*. The proposed lots are located in the FS-RM zoned portion of the subdivision south of Mortensen Road. Crane Farm Fifth Addition is shown on Attachment B- *Final Plat*. The Final Plat for Crane Farm Subdivision 5<sup>th</sup> Addition includes Lots 1 and 2. In accordance with the rezoning Master Plan, Lot 1 will be developed with apartments and Lot 2 may be developed in the future with apartments or single-family attached and detached homes.

A preliminary plat for the Crane Farm Subdivision was approved with a development agreement in May of 2016. **The proposed 5th Addition does not trigger any specific provisions of the development agreement since the developer obligations were tied principally to the development of Lot 1 in the Crane Farm First Addition.**

Public improvements, including streets, sidewalks, sanitary sewer, water, storm sewer system, street lights, trails, sub-drains and seeding for storm water detention basins required as part of this major subdivision have been installed as part of the Crane Farm Subdivision 1<sup>st</sup> Addition public improvements, approved in 2016. The improvements constructed as part of the 1<sup>st</sup> Addition included the creation of Mortensen Road as well as installation of stormwater management on adjacent lots to the east. New sewer and water connections are installed or available adjacent to the proposed lots. A public improvement agreement approved for Crane Farm Subdivision 1<sup>st</sup> addition is referenced

in the public improvement agreement filed for Crane Farm Subdivision 5<sup>th</sup> Addition and is adequate to cover the portion of costs related to the improvements that would otherwise be required for the 5<sup>th</sup> Addition.

The Public Works Department has reviewed a submitted Storm Water Management Plan for this subdivision and has determined that the development will comply with all applicable stormwater requirements.

**ALTERNATIVES:**

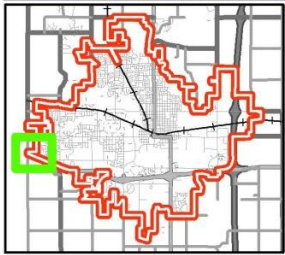
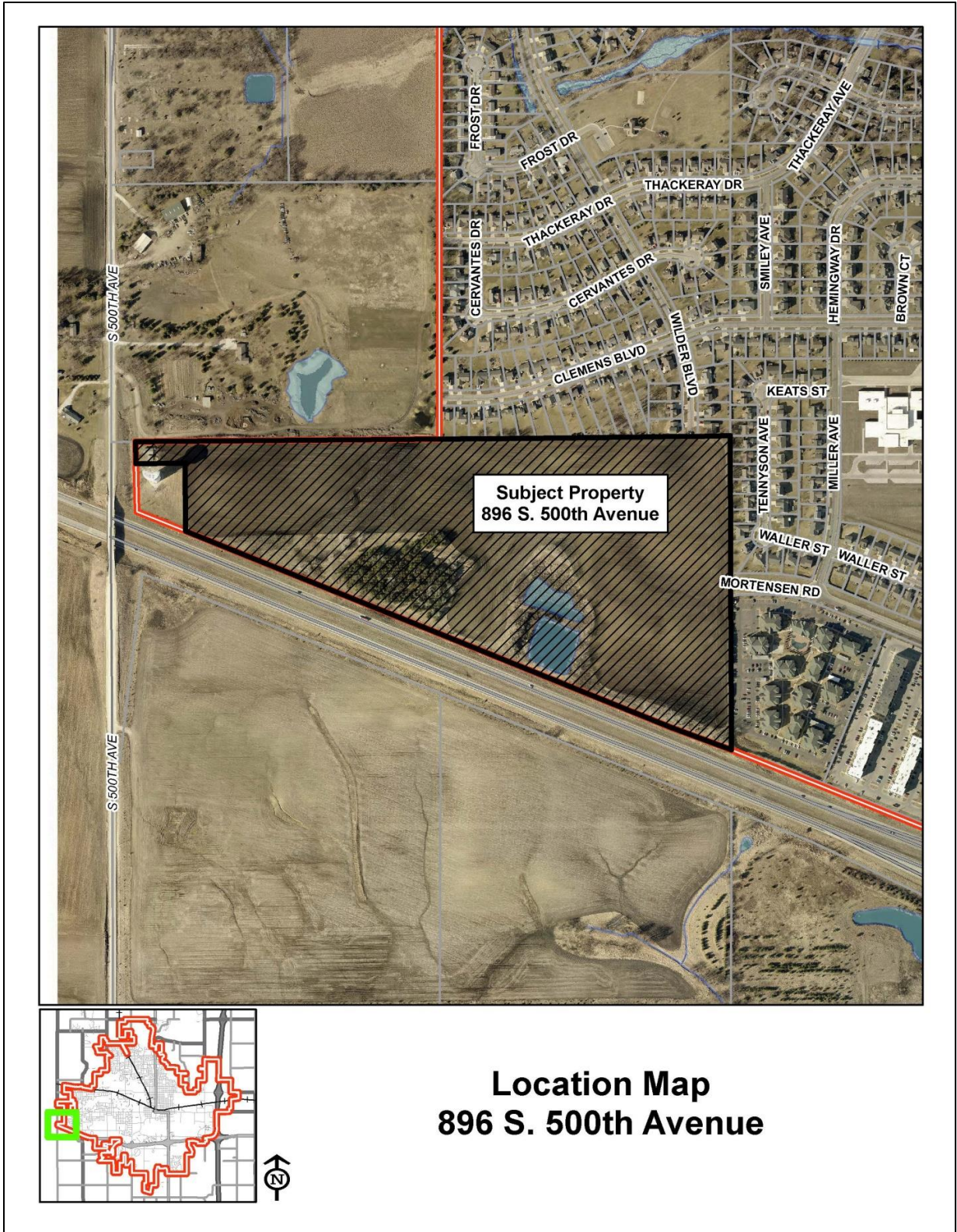
1. The City Council can approve the Final Plat of Crane Farm Subdivision Fifth Addition based upon the staff's findings that the Final Plat conforms to relevant and applicable design standards, ordinances, policies, plans and previously approved Development Agreement.
2. The City Council can deny the Final Plat for Crane Farm Subdivision Fifth Addition, if it finds that the development creates a burden on existing public improvements or creates a need for new public improvements that have not yet been installed.
3. The City Council can refer this request back to staff or the applicant for additional information.

**CITY MANAGER'S RECOMMENDED ACTION:**

City staff has evaluated the proposed final subdivision plat and determined that the proposal is consistent with the master plan and preliminary plat and that the plat conforms to the adopted ordinances and policies of the City as required by Chapter 23 of the Municipal Code.

**Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1, thereby approving the final plat for Crane Farm Subdivision Fifth Addition.**

# Attachment A- Location Map



**Location Map**  
**896 S. 500th Avenue**



## Attachment C

### Applicable Laws and Policies Pertaining to Final Plat Approval

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

#### Ames Municipal code Section 23.302

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

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

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

(c) The City Council may:

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

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

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

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

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

**COUNCIL ACTION FORM**

**SUBJECT: APPROVAL OF CONSULTANTS FOR HEALTHY LIFE CENTER PLANNING STUDY**

**BACKGROUND:**

At its May 23, 2017 meeting, the City Council provided guidance regarding the scope of the Healthy Life Center Planning Study. The City Council agreed in concept to the components to be included in the study, the membership of team suggested to review the proposals, and the evaluation criteria. Staff was also directed to: 1) request a comparison between a 25x33 yard stretch pool and a 50-meter pool, 2) have the consultant add space in the conceptual drawings for the future addition of six indoor tennis courts, and 3) strike references to the Boys and Girls Club involvement in the study. As a reminder, the Boys and Girls Club decided to withdraw from participating in the study after the May 23 agenda was sent to Council.

After incorporating the Council's wishes, staff issued the Request for Proposals (RFP) for the Healthy Life Center Planning Study on June 1, 2017 with a due date of June 28, 2017. Requested services included gathering project information; conducting a market analysis; performing a site analysis; developing conceptual layout, design, and drawings; developing cost estimates; performing a financial analysis; developing promotional tools; and presenting a final report.

The RFP was issued to 55 interested parties with responses received from nine firms. An evaluation committee comprised of the City Manager, the Parks and Recreation Director, and representatives from Heartland Senior Services, Mary Greeley Medical Center, Iowa State University, and the Ames Community School District ranked the proposals based on the matrix provided in the RFP.

Each proposal was evaluated based on a combination of cost of services; the consulting team's experience in technical areas required to successfully complete all study elements; the consulting teams' qualifications and previous related work; the proposed date on which the proposed Scope of Services would be completed and a final report presented to the City; and the understanding of project goals. The maximum possible score was 600. The qualifications, experience, proposed completion date, similar projects, and project understanding related scores represent 80% of the RFP score, and proposed costs accounted for 20%.

The ranking and costs related to the RFP proposals are listed below:



Consulting Firm	Proposal Score	Rank	Fee Proposal
RDG Planning & Design, Des Moines, IA	494	1	\$93,450
Barker Rinker Seacat Architecture, Denver, CO	468	2	\$100,185
Dewberry, Peoria, IL	408	3	\$130,000
JLG Sport, Minneapolis, MN	394	4	\$90,000
InVision, Waterloo, IA	392	5	\$100,000
BWBR, St. Paul, MN	387	6	\$126,155
FRK, West Des Moines, IA	349	7	\$100,000
Roseland Mackey Harris, Ames, IA	337	8	\$100,000
Ethos, Polk City, IA	321	9	\$79,680

The top two scoring firms were invited for interviews. Each provided a brief presentation introducing their team members and their roles and demonstrating their understanding of the scopes of services. Interviews were evaluated based on a clear understanding of the project and scope of services required including responses to questions posed, their previous experience working as a team on previous projects, ability to complete the proposed scope of services by a date acceptable to the City, methods for achieving desired outcomes, and what sets them apart from the other firms. As with the proposal scoring, each criteria was weighted and given a score based on a scale of 1 to 5, with a maximum possible score of 600.

Based on the interviews, responses to follow up questions, and the determination of the best value to the City, the evaluation committee ranked the final two firms as follows:

Firm	Proposal Score	Interview Score	Total Score	Rank	Fee Proposal
RDG, Des Moines, IA	494	486	980	1	\$93,450
BRS, Denver, CO	468	426	894	2	\$100,185

**Both RDG Planning & Design (RDG) and Barker Rinker Seacat Architecture (BRS) presented an ability to provide the services requested by the City. However, RDG was able to articulate a better understanding of the project goals, has team members with experience directly related to Healthy Life Center components, and had a more realistic timeline for completing the project. RDG Planning & Design also exhibited a better communication plan for the process to keep interested parties informed.** An additional factor considered by the committee is that RDG Planning & Design, as a company, models the very essence of the Healthy Life Center by providing a healthy environment for its own employees.

**Funds for these services will come from FY 2016/17 General Fund savings. City Council previously allocated \$100,000 of these savings for this planning study. The study is scheduled to be completed by late December.**

**ALTERNATIVES:**

1. Award a contract to RDG Planning & Design, Des Moines, IA, for conducting the Healthy Life Center Planning Study in an amount not to exceed \$93,450.
2. Direct staff to negotiate a contract for consulting services with one of the other firms that submitted a proposal to the City.
3. Do not award a contract for the Healthy Life Center Planning Study.

**CITY MANAGER'S RECOMMENDED ACTION:**

RDG Planning & Design is well known locally as well as nationally and has assembled a capable team to provide the services requested by the City. Sub-consultants include Ballard and King from Colorado, Waters Edge from Kansas City, Missouri, and Snyder & Associates from Ankeny, Iowa. The City has worked with all four firms in the past and has had positive experiences. Awarding this contract will provide the best value to the City for having the Healthy Life Center Planning Study completed.

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

**COUNCIL ACTION FORM**

**SUBJECT: PROFESSIONAL SERVICES FOR DEVELOPMENT OF COMPLETE STREETS PLAN**

**BACKGROUND:**

Within the FY16 and FY17 Capital Improvements Plans, \$50,000 was included each fiscal year under the Traffic Engineering Studies section. Those funds are being combined for total funding of \$100,000 for creation of a City of Ames Complete Streets Plan. This will include a Policy Statement specific to the Ames Community and a design guide showing recommended best practices for multi-modal transportation design.

On May 26, 2017, City staff solicited a Request for Proposals (RFP) from qualified transportation planning and engineering firms to develop this plan. To review and score the RFPs, a selection committee was assembled that included members of City Staff and representatives from the Healthiest Ames and Ames Bicycle Coalition advocacy groups.

The scores and ranking of those firms that submitted proposals are summarized below. A total of 95 points could be awarded for qualification based considerations and 5 points could be awarded based on the proposed fees for a total of 100 possible points.

<b>Consultant</b>	<b>QUAL. PTS.</b>	<b>FEE PTS.</b>	<b>TOTAL</b>	<b>RANK</b>	<b>COST</b>
<b>Toole DG</b>	<b>86.0</b>	<b>1.3</b>	<b>87.3</b>	<b>1</b>	<b>\$99,994</b>
Alta P&D + Snyder	85.6	0.9	86.5	2	\$100,957
Sam Schwartz + HR Green	82.8	1.3	84.1	3	\$99,902
CDG + S.E.H.	76.7	5.0	81.7	4	\$91,591
B&M + CDL	64.9	4.2	69.1	5	\$94,500

Toole Design Group of Madison, WI, was found to have the highest average combined score based upon the quality of their proposal, as well as the qualifications and experience of their project team members. The contract scope and fee has been finalized for this project in an amount not to exceed \$99,994. The plan is expected to be completed and presented for adoption by July 2018.

**ALTERNATIVES:**

1. Approve the contract for development of the City of Ames Complete Streets Plan with Toole Design Group of Madison, WI in an amount not to exceed \$99,994.
2. Direct staff to create other alternatives for development of the Ames Complete Streets Plan.

**CITY MANAGER'S RECOMMENDED ACTION:**

The development of a Complete Streets Plan for Ames will be a critical step in advancing the City Council's transportation goals for the community. It will establish a vision for what the future of the Ames roadway network could look like, as well as providing the tools and technical guidance needed to achieve that overall vision. The plan will also be developed so that it is consistent with the Ames Area MPO's complete streets policy.

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

**COUNCIL ACTION FORM**

**SUBJECT: WATER POLLUTION CONTROL FACILITY SCREENINGS  
IMPROVEMENT PROJECT**

**BACKGROUND:**

The Water Pollution Control Facility (WPCF) was constructed in 1989. The first step of the treatment process is screening the incoming flow to remove any large debris that could damage equipment or could potentially plug pipes. The current screening process splits the influent into three channels, each of which leads to a barscreen. The two outside channels have identical equipment that is original to the plant. The middle barscreen is a different technology that was installed several years ago as a trial that has not performed to staff's satisfaction and is currently not functional.

On June 27, 2017 Council issued a Notice to Bidders to replace the middle screen with a style similar to the two outer screens. Bids were opened on July 26, 2017, and there was one bidder.

Bidder	Total Project Bid Price
Woodruff Construction, LLC	\$755,300

The single bid was well under the engineer's estimate of probable construction cost, which was \$824,400. The design engineer from HDR recommends award to the lone bidder. (See the attached letter.) Past expenses and available funding for the project are as follows:

FY 15 Actual Expenses	\$ 11,354.86
FY 16 Actual Expenses	40,264.50
FY 17 Actual Expenses	5,499.68
<u>FY 17 Available Carryover</u>	<u>884,042.32</u>
	\$ 941,161.36

Since this project is a retrofit, staff recommends holding in reserve a construction contingency of at least 15% of the construction cost to cover unanticipated costs. In order to have that level of contingency, staff recommends moving savings from the completed WPC Street Repairs Project (\$27,593) to the barscreen project. This would bring the contingency to \$123,319, or 16.3% of the construction cost.

Following the bid opening and with this addition to the construction contingency, the revised project estimate is as follows:

Engineering	\$ 70,135
Construction	755,300
Engineering Contingency	20,000
<u>Construction Contingency</u>	<u>123,319</u>
Total Project Cost	\$ 968,754

**ALTERNATIVES:**

1. Take the following actions to move forward with the project.
  - a) Award a contract to Woodruff Construction, LLC. In the amount of \$755,300 for the Water Pollution Control Screenings Improvement Project.
  - b) Authorize the reallocation of savings from the WPC Street Repairs Project to the WPC Bar Screen Project.
2. Do not award a contract at this time and do not move additional funds to cover the project.

**CITY MANAGER'S RECOMMENDED ACTION:**

The current screening equipment in the center channel is inoperable. Replacement with different equipment will improve the operation flexibility of the facility and provide needed redundancy. Additionally, the project includes improved handling methods for the removed screenings that should reduce maintenance problems in downstream processes.

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



August 2, 2017

Kris Evans, Environmental Engineer  
Ames Water and Pollution Control  
300 East 5th Street, Bldg. #1  
Ames, Iowa 50010

**Re: City of Ames, Iowa  
Water Pollution Control Facility  
Screening System Improvements Project  
HDR No. 10022280**

Dear Ms. Evans:

On July 26, 2017, the City of Ames received bids for construction of the Screening System Improvements. A single bid was received: Woodruff Construction \$755,300.00. Engineer's estimate is \$824,400.00. No exceptions were taken by the bidder and no irregularities were found in the bid tabulation.

HDR recommends that the City of Ames award a contract to Woodruff Construction in the amount of \$755,300.00.

Very truly yours,

HDR ENGINEERING, INC.

A handwritten signature in blue ink, appearing to read 'B. M. Bakke'.

Brian M. Bakke, P.E.  
Project Manger

**COUNCIL ACTION FORM**

**SUBJECT: 2016/17 RIGHT-OF-WAY RESTORATION CONTRACT**

**BACKGROUND:**

This program is for restoration of the right-of-way areas associated with various Capital Improvements Plan (CIP) projects.

Some areas are restored with sod, while others are restored using seed or dormant seed. Success using these various types of restoration is volatile depends on the weather at and following the time of installation. In locations where vegetation is not anticipated to be successful, other forms of restoration can be used, such as pervious pavement and colored, stamped, or standard concrete, as it fits the setting of the area.

Staff has seen success in this program, and has utilized observations from previous programs to improve this year's plans and specifications to provide a better overall project for the contractors, field inspection staff and citizens of Ames.

Locations included within this project are shown below. Other areas may be added by change order if necessary.

STREET	FROM	TO	CIP LOCATION
Northwood Drive	Duff Ave		2016/17 Asphalt Pavement Improvements & 2016-17 Water System Improvements Program #2
Thompson Drive	Kellogg Ave	north to cul-de-sac	
Idaho Avenue	Ontario St	north to cul-de-sac	
Trail Ridge Road	Westbrook Dr	north to cul-de-sac	
Trail Ridge Circle	Trail Ridge Rd	west	
Westbrook Drive	Hickory Dr	North Dakota Ave	
Lincoln Way	Colorado Ave	3700 block	2015-16 West Lincoln Way Intersection Improvements
Franklin Avenue	200' s of Lincoln Way	200' north of Lincoln Way	
E 14th Street	Duff Ave	Meadowlane Ave	2015-16 & 16-17 Seal Coat Street Pavement Improvements
Gable Lane	Ash Ave	Gray Ave	
S Maple Avenue	Lincoln Way	S 2nd St	
S 2nd Street	S Hazel Ave	S Oak Ave	
8th Street	Northwestern Ave	Duff Ave	2016-17 Water System Improvements Program #2
Hayward Avenue	Storm St	Knapp St	
Little Street	Hayward Ave	Welch Ave	
Clark Avenue	Lincoln Way	Main St	2015-16 Downtown Street Pavement Improvements
Oakwood Road	Cedar Lane	Green Hills Dr	Oakwood Road Trail
Cedar Lane	Oakwood Rd	Suncrest Dr	
Grand Avenue	16th St	Murray Dr	2016-17 Shared Use Path
Sherman Avenue	Lincoln Way	north	2016-17 Downtown Street Pavement Improvements



On August 2, 2017, one bid for the project was received as follows:

<i><b>Bidder</b></i>	<i><b>Bid Amount</b></i>
Engineer's estimate	\$115,438
Green Tech of Iowa	\$104,000

Costs associated with this project are estimated to be as follows:

Engineering and Construction Administration	\$ 15,600
Restoration work	<u>\$ 104,000</u>
Total Estimated Costs	<b>\$ 119,600</b>

Project funding as shown in 2016/17 CIP is summarized below:

Road Use Tax	\$ 225,000
Water Utility Fund	\$ 50,000
Storm Sewer Utility Fund	<u>\$ 50,000</u>
Total Funding	<b>\$ 325,000</b>

Funding not utilized by this project will be allocated to other locations and projects as needed to ensure properly restored rights of way.

**ALTERNATIVES:**

- 1a. Accept the report of bids for the 2016/17 Right-of-Way Restoration Contract (Various Locations).
  - b. Approve the final plans and specifications for this project.
  - c. Award the 2016/17 Right-of-Way Restoration Contract to Green Tech of Iowa of Grimes, Iowa, in the amount of \$104,000.
2. Do not proceed with this project.

**CITY MANAGER'S RECOMMENDED ACTION:**

Proceeding with this project will make it possible to begin restoration efforts on projects held over from the 2016 construction season or that occurred this spring, as well as on projects planned for the 2017 construction season.

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

ITEM # 9  
DATE: 07-25-17

### COUNCIL ACTION FORM

**SUBJECT: PUBLIC HEARING AND NOTICE OF INTENT TO ISSUE \$4,500,000  
GENERAL OBLIGATION REFUNDING BONDS**

#### **BACKGROUND:**

On March 7, 2017, a public hearing was held to authorize the issuance of Essential Corporate Purpose General Obligations bonds in amount not to exceed \$8,000,000 to fund projects included in the FY 2017-18 Capital Improvements Plan. Sale of the G.O. Bonds to fund the CIP is planned for August 8, 2017. **In addition to the G.O. Bonds to fund capital improvement projects, staff has identified a refunding opportunity for bonds issued in 2009 that will provide savings in future debt service costs. Estimated net present value of savings for the refunding is \$136,889 or 3.19%.** The Council approved Debt Policy states “the City shall strive to achieve a minimum of three percent net present value savings for a current refunding”. The planned refunding meets the policy target.

Combining the refunding bonds with the planned bond sale reduces the City’s total cost of issuance and improves savings on future debt service. A public hearing for the refunding bonds is necessary to include as part of the upcoming bond sale.

#### **ALTERNATIVES:**

1. Set August 8, 2017, as the date of public hearing for the sale of General Obligation Refunding Bonds in an amount not to exceed \$4,500,000.
2. Reject setting a public hearing for the refunding bonds.

#### **MANAGER’S RECOMMENDED ACTION:**

Savings on future debt service costs can be achieved by refunding General Obligation Bonds issued in 2009. The most economical method of issuing the refunding bonds is to combine with the bond sale planned to fund the FY 2017-18 CIP projects. A public hearing is required to issue the refunding bonds and realize the savings in debt service costs.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby authorizing the issuance of General Obligation Refunding Bonds in an amount not to exceed \$4,500,000 and set the date of public hearing for August 8, 2017.

ITEM # 10  
DATE: 07-25-17

32

### **COUNCIL ACTION FORM**

**SUBJECT:** PUBLIC UTILITY EASEMENT VACATION – 1404 BOSTON AVENUE (PIZZA RANCH)

#### **BACKGROUND:**

As part of the development review process, staff received a request from the developer of the property (building expansion) at 1404 Boston Avenue (Pizza Ranch) to vacate an existing public utility easement. The new building addition will be in conflict with the existing easement that runs along the north property line.

Public Works staff contacted all registered right-of-way users to determine the extent of existing utilities in the immediate area as well as future plans in the area. Responses from right-of-way users indicate that there are no current utilities in the easement area and no future plans to utilize the easement area. Mediacom has a service line in the easement that only serves Pizza Ranch, which will be relocated as part of their building expansion project. A map of the area is shown in Attachment A.

#### **ALTERNATIVES:**

1. Set a date of public hearing for August 8, 2017, to approve vacation of the public utility easement at 1404 Boston Avenue.
2. Do not set the date of public hearing to vacate the existing easement.

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

By setting the date of hearing, this will be the first step toward completion of this process and will allow the proposed development on this site to continue to move forward.

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

# UTILITY EASEMENT VACATION SKETCH

## INDEX LEGEND

LOCATION: LOT 7 EASTGATE SUBDIVISION  
AMES, STORY COUNTY, IOWA

REQUESTOR: PIZZA RANCH

PROPRIETOR:

SURVEYOR: TOM W.G. EDGERTON PLS # 14199

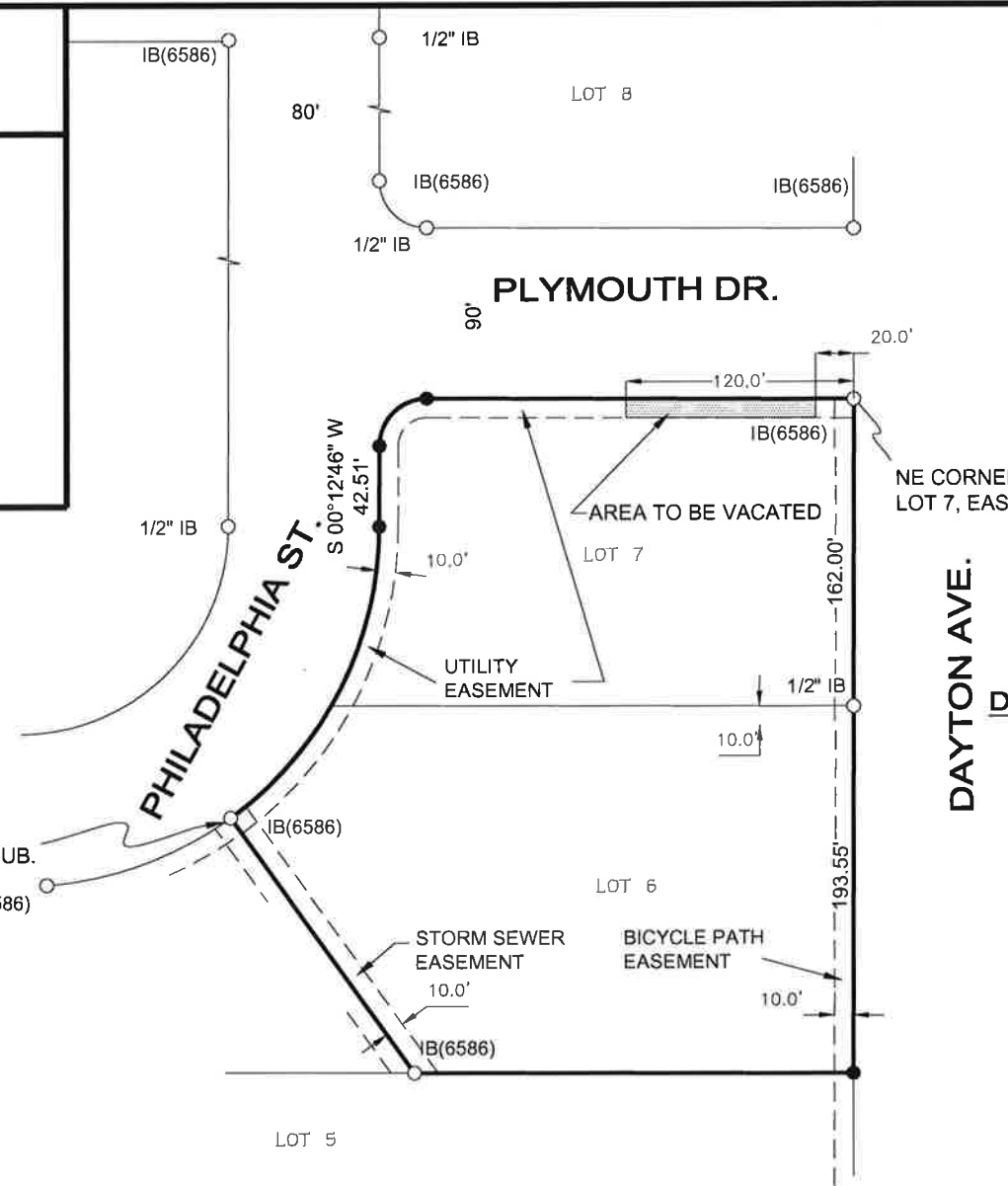
COMPANY: I&S GROUP, INC.,  
P.O. BOX 715, 1609 U.S. HIGHWAY 18 EAST,  
ALGONA, IOWA 50511  
TELEPHONE: (515) 295-2980

North



## LEGEND

- MONUMENT FOUND-
- 1/2" X 30" IRON BAR SET  
W/ SURVEY CAP NO. 14199
- △ SECTION CORNER FOUND
- ▲ SECTION CORNER SET- 1/2" IB  
W/ SURVEY CAP NO. 14199
- (66.0') RECORD
- IB IRON BAR
- SSM STEEL SURVEY MARKER
- FENCE IN PLACE
- ⊙ MAG NAIL SET W/  
WASHER NO. 14199



## DESCRIPTION: UTILITY EASEMENT VACATION

THE VACATION OF A UTILITY EASEMENT SHOWN ON LOT 7, EASTGATE SUBDIVISION, AMES, STORY COUNTY, IOWA DESCRIBED AS FOLLOWS:

The West 100 feet of the East 120 feet of said Utility easement.



PN: 16-19766	DRAWN: TWGE
SURVEY DATE:	SHT NO: 1 OF 1

**COUNCIL ACTION FORM**

**SUBJECT:**      **FY 2018/19 ASSET PRIORITIES**

**BACKGROUND:**

In preparation for the upcoming Analysis of Social Services Evaluation Team (ASSET) funding cycle, the City's ASSET volunteers annually review the priorities that have been set for the current fiscal year. These priorities have remained relatively unchanged for the past several funding cycles. At the City Council's Goal-Setting Session in January, the City Council established a task for the ASSET volunteers to hold a joint discussion with the City Council regarding the ASSET priorities. In preparation for that discussion, the City's ASSET volunteers met in July to discuss the most recent ASSET funding process, the types of requests received, and whether adjustments were necessary to the City's priorities.

Upon review, the volunteers noted that a variety of services are critical to the residents of the community, including transportation, substance abuse treatment and prevention, and mental health. The volunteers felt that the existing ASSET priorities adequately reflect the need in the community and the City's role in funding human services. The volunteers expressed that the format and the order of the priorities adequately prepare them to make recommendations for funding. They also expressed excitement about the implementation of the Clear Impact Scorecard to measure human services outcomes.

Therefore, the ASSET priorities recommended for FY 2018/19 are the same as those adopted by the City Council for FY 2017/18:

**#1 Meet basic needs, with emphasis on low to moderate income:**

- Housing cost offset programs, including utility assistance
- Sheltering
- Quality childcare cost offset programs, including daycare and State of Iowa licensed in home facilities
- Food cost offset programs, to assist in providing nutritious perishables and staples
- Transportation cost offset programs for the elderly and families
- Legal assistance
- Disaster response

**#2 Meet mental health and chemical dependency needs**

- Provide outpatient emergency access to services
- Provide crisis intervention services

- Provide access to non-emergency services
- Ensure substance abuse prevention and treatment is available in the community

### **#3 Youth development services and activities**

- Provide services for social development

The ASSET funding process for FY 2018/19 will begin in August 2017. ASSET volunteers then will begin their agency visits to discuss services and gather information in preparation for the hearings and work sessions in January 2018.

The other funders are working through the process to review and update their priorities in the next few weeks. Central Iowa Community Services (CICS) has approved the same priorities as the prior year. United Way of Story County is reviewing its priorities in early August. ISU Student Government will review its priorities in late August. For reference, the priorities adopted by all funders for the current fiscal year are attached.

### **ALTERNATIVES:**

1. Approve the City's FY 2018/19 ASSET priorities as presented above.
2. Adopt modified priorities for the FY 2018/19 ASSET process.

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

The ASSET volunteers have discussed the community needs and have considered the City Council's goals. They are recommending approval of the priorities indicated above.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the City's FY 2018/19 ASSET priorities as presented above.

## ASSET Funder Priorities for Fiscal Year 2017-18

### United Way Priorities

United Way of Story County's priority statement: UWSC supports a variety of high quality services that address Identified community needs and benefit people who live and/or work in Story County. Special consideration will be given to programs that impact services related to education, income and health.

- **Education:** Prevention strategies, outreach and advocacy services exist community-wide; and children and youth have access to the building blocks for academic success.
- **Income:** Individuals and families have basic and emergency needs met and move toward self-sufficiency.
- **Health:** Essential services for healthy lives are affordable and accessible.

### ISU Student Government

ISU Student Government adopts the following priorities, in the order that they appear, for the Fiscal Year 2017-18 ASSET allocations:

1. Programs and services that provide aid to victims of and promote personal safety regarding all types of violence, abuse, and sexual assault.
2. Substance abuse prevention and treatment and mental health services, both group and individual care.
3. Childcare services, with specific emphasis on infant and toddler care.
4. Programs that empower traditionally discriminated-against peoples.
5. Subsidizing of food pantries, utilities, rent, homeless shelters, and facilities.
6. Legal services that are not provided by Student Legal Services.
7. Services that enhance understanding of the community through service.

## Story County Priorities:

Story County supports the coordination and communication among stakeholders and private and public funding sources to help meet the human service needs for Story County citizens.

Services funded by the county must be available and accessible countywide with an emphasis on:

- Services promoting self-sufficiency and supporting affordable housing and transportation
- Safety, health and well-being of children and adults
- Accessible medical services including substance abuse and co-occurring mental health and substance abuse services
- Prevention and early intervention services that provide outreach, advocacy, and academic success

## City of Ames Priorities:

### **#1 Meet basic needs, with emphasis on low to moderate income:**

- Housing cost offset programs, including utility assistance
- Sheltering
- Quality childcare cost offset programs, including daycare and State of Iowa licensed in home facilities
- Food cost offset programs, to assist in providing nutritious perishables and staples
- Transportation cost offset programs for the elderly and families
- Legal assistance
- Disaster response

### **#2 Meet mental health and chemical dependency needs**

- Provide outpatient emergency access to services
- Provide crisis intervention services
- Provide access to non-emergency services
- Ensure substance abuse preventions and treatment is available in the community

### **#3 Youth development services and activities**

- Provide services for social development



### Central Iowa Community Services (Mental Health/Disability Service)

The following are Core Service Domains and are consistent with the requirements of Mental Health/Disability Services redesign:

- Treatment designed to improve a person's condition
- Basic crisis response
- Support for employment
- Recovery services
- Service coordination including coordinating physical health and primary care

Additional Core Service Domains ("core-plus services") are also a requirement of Mental Health/Disability Services redesign and include:

- Comprehensive facility and community-based crisis services
- Sub acute services provided in a facility or community-based settings
- Justice system-involved services
- Services supported by evidence-based practices

## Staff Report

### CAROL STASAK/HELEN RILEY REQUEST FOR UTILITY ACCOUNT ADJUSTMENT

August 8, 2017

On July 18, 2017, the City Council referred to staff a letter from Carol Stasak requesting an adjustment to her mother's (Helen Riley) utility account balance for her home at 1518 Meadowlane Avenue. Ms. Riley is 91 years old and is currently residing with Ms. Stasak in Merritt Island, Florida. Sometime between May 25, 2017 and June 26, 2017, the water heater began to leak, resulting in 40,530 cubic feet of usage.

City staff contacted Ms. Riley on June 26, 2017, to inform her of the large amount of water usage. Ms. Stasak contacted the individual who was taking care of Ms. Riley's home, and the water heater leak was subsequently discovered and corrected.

This situation is virtually identical to a request the City Council considered at its October 25, 2016 meeting. In both situations, the customers' homes were vacant and their water heaters malfunctioned, resulting in extraordinary amounts of water usage. Both instances occurred during the summer billing period.

The City's water, yard water, and irrigation rates are seasonal with higher rates during the summer billing period. The higher summer rates were intended to encourage voluntary conservation of outdoor water usage and have been successful in reducing voluntary usage. However, an unintended consequence of the seasonal rate is that customers who experience high water usage as the result of an appliance or plumbing fixture malfunction are charged significantly more than if the malfunction would have occurred during the winter billing period. In Ms. Riley's case, her water service charges would have been \$882.38 instead of \$2,257.04 if the malfunction had occurred during the winter season. The difference, including sales tax, is \$1,407.89.

At the October 25, 2016 meeting, the City Council considered the following four options:

1. Deny the customer's request for an adjustment.
2. Waive the water and sewer charges that were billed. In Ms. Riley's case, this would be \$3,378.27 (\$3,536.26 including sales tax).
3. Reduce the water charges by the difference between the winter and summer rate. In Ms. Riley's case, this would be \$1,374.66 (\$1,407.89 including sales tax).
4. Reduce the amount of the bill by some other amount the Council deems appropriate.

At that time staff recommended and the Council approved Option 3, which was to reduce the account balance by the difference between the winter and summer rates. **Since these situations are virtually identical, staff would recommend pursuing Option 3 again, as described above.**

#### OTHER STAFF COMMENTS:

In the past, some customers who have experienced unintended water use that resulted in large bills have chosen not to request relief from the City Council. The two most frequent reasons offered are not wanting to go through the process necessary to obtain City Council's approval, and not believing their request will be approved. Staff believes that the service provided to customers could be enhanced if the City Manager or the Manager's designee had the authority

to approve an adjustment to the customer's water bill when there has been unintended water usage billed during the summer season.

Later this year staff will bring forward proposed changes to Chapter 28 of the Municipal Code for Council's consideration. Included will be a proposal to grant the City Manager or the Manager's designee authority to approve an adjustment to a customer's water charges when the usage is the result of a malfunction of an appliance or a plumbing fixture (e.g. water heater, washing machine, toilet, or irrigation system) during the summer billing period and the customer's water, yard water or irrigation usage exceeds their average summer usage by at least 1,000 CF.

Under that proposed policy, the customer will be required to provide documentation from the person who repaired the malfunction (e.g. plumber, maintenance worker) that describes the cause of the malfunction and the action taken to correct the malfunction. Furthermore, the amount of the adjustment should not exceed the difference between the actual water charges billed and the water charges that would have been billed using the winter rate. If the City Council approves this upcoming ordinance change, then the City Manager or designee would be able to approve any future requests similar to this current situation.

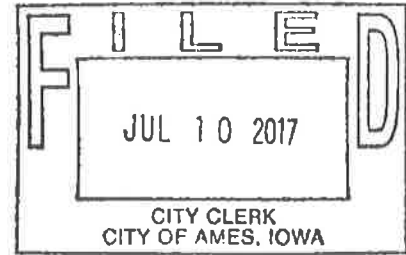
Pkts. 7-14-17



CITY OF  
**Ames**

*Caring People • Quality Programs • Exceptional Service*

**MEMO**



To: Ann Campbell, Mayor  
From: Michael Wheelock, Utility Accounts Supervisor  
Date: July 7, 2017  
Subject: Request from a customer for an adjustment to their utility account

Attached is a letter from Carol A. Stasak requesting the City Council to consider a credit adjustment on her mother's (Helen E. Riley) utility account. Ms. Riley is 91 years old and is currently residing with Ms. Stasak in Merritt Island Florida. Sometime between May 25, 2017 and June 26, 2017, the water heater began to leak resulting in 40,530 cubic feet of usage.

This situation is virtually identical to a request the City Council considered at its October 25, 2016 meeting. In both situations, the customers' homes were vacant when their water heaters malfunctioned resulting in extraordinary amounts of water usage. Both instances occurred during the summer billing period.

The water rate is a seasonal rate with higher rates during the summer billing period. The higher rates were intended to encourage voluntary conservation of outdoor water usage. However, an unintended consequence of the seasonal rate is that customers who have extremely high water usage as a result of a malfunction of an appliance or plumbing fixed are charged significantly more than if the malfunction would have occurred during the winter billing period. In Ms. Riley's case, her water service charges would have been \$882.38 instead of \$2,257.04 if the malfunction would have occurred during the winter season. The difference, including sales tax, is \$1,407.89.

At the October 25, 2016 meeting, the City Council considered four options. Briefly, those options were:

1. Deny the customer's request for an adjustment.
2. Waive the water and sewer charges that were billed. In Ms. Riley's case this would be \$3,378.27 (\$3,536.26 including sales tax).
3. Reduce the water charges by the difference between the winter and summer rate. In Ms. Riley's case this would be \$1,374.66 (\$1,407.89 including sales tax).
4. Reduce the amount of the bill by some other amount that the Council deems appropriate.

The staff recommended and the City Council approved option 3 which was to reduce the customer's account balance by the difference between the winter and summer rate.

Helen E Riley  
% Carol A Stasak  
1500 Hannah Dr.  
Merritt Island, FL 32952  
July 6, 2017

Ms. Ann Campbell  
Mayor, City of Ames  
515 Clark Ave  
Ames, Iowa 50010

RE: Riley, Helen E. - Address: 1518 Meadowlane Ave, Ames, IA 50010  
Account # 000001411-000001666

Dear Madam:

This letter is being forwarded to you after my discussion with Michael Wheelock, Ames Municipal Utilities – Customer Service. Upon reading her meter on June 26, 2017 the Ames Municipal Utility Department notified us that there was a problem as her usage was showing 40,530 gallons or a billing of \$3,6331.31.

We immediately called her neighbors and the friend taking care of her house to resolve the problem. They found that the water heater and pipe were broken and the water was running constantly. Water was shut off in the basement where the items are located and arrangement made for repair and/or replacement. The City checked for any outside breakage or damage.

My Mother, Helen Riley, is 91 years old and currently staying with us in Florida until she recuperates. Someone goes to the home and mows the lawn and waters the plants, but never thought to go to the basement and check the water heater. Apparently last month her hot water heater broke and caused this outrageous water bill.

When I contacted Ames Municipal Utilities to discuss any options, Michael researched and found a very similar situation from last year where a portion of the water charge was reduced. He calculated that my mother's bill would be reduced by a total of \$1,470.89 if the City Council approved the same adjustment as they did for the other party last year.

I was advised that for any modification an approval would have to be granted by the Ames City Council. If you have any questions, please contact me as I have been handling my Mother's bills, etc. We want to thank you in advance for your consideration and cooperation.

Sincerely,



Carol A Stasak (for Helen E. Riley)  
515-447-0675  
Irishcas@icloud.com

**COUNCIL ACTION FORM**

**SUBJECT: REQUEST TO ALLOW PARKING ON WEST SIDE OF KINGSBURY AVENUE**

**BACKGROUND:**

At the July 25, 2017 City Council meeting, the City Council referred a request from Habitat for Humanity to allow parking on Kingsbury Avenue across the street from Habitat's retail store. Currently the Municipal Code prohibits parking on the west side of Kingsbury Avenue from Lincoln Way to South Second Street. Habitat has asked that parking be allowed for approximately four vehicles on the west side of the street.

As is evident on the attached photograph, this section of Kingsbury is adjacent to the back side of the Ames Motor Lodge. There will thus be no negative impact on other businesses or residences in the area.

To accomplish this change, a modification to Section 18.31(141) of the Municipal Code is required.

**ALTERNATIVES:**

1. Direct staff to prepare an ordinance allowing parking along the west side of Kingsbury Avenue as requested.
2. Do nothing.

**CITY MANAGER'S RECOMMENDED ACTION:**

There is adequate room to accomplish the request for approximately four parking spaces on the west side of Kingsbury Avenue. This added parking will be beneficial to the businesses on the east side of Kingsbury Avenue, including the Habitat store.

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

Habitat for Humanity Store

Ames Motor Lodge

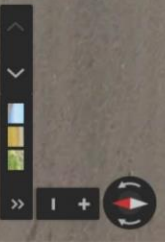
Kingsbury Ave

40' wide

Area to allow parking



Google





July 20, 2017

Dear Mayor and City Council,

Habitat Store  
402 East Lincoln Way  
Ames, IA 50010

This is a request to allow parking on the west side of Kingsbury Av. where the street is wider. This will allow clients for Habitat Store to park where presently the street is signed NO PARKING. The sign could be moved approximately four stalls to the south where Kingsbury Av. narrows.

Presently the parking on the north side the Habitat is shared with another active store.

Respectfully,

A handwritten signature in blue ink that reads "Dan Thomsen".

Dan Thomsen  
Store Manager



# CITY OF AMES



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2016 Development Survey  
Planning Department and Inspection Division

City Council Version

**John Hall**  
**2/27/2017**

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## Purpose

The following report presents selected findings from an online survey of Planning Department and Inspection Division customers (n=55). The purpose of the survey was to evaluate the economic development process within the Planning Department and Inspection Division.

The results of the survey will be used to better understand the economic development process from the perspective of the inspection and planning customers based upon their most recent experience. The information will provide valuable insights that will help the Inspection Division and Planning Department implement process improvements to enhance the economic development experience for customers.

## Methods

The electronic survey was developed by the City of Ames. The survey was developed using Survey Monkey and was fielded from January 13, 2017 to February 6, 2017.

The survey instrument was designed to evaluate customer satisfaction for both the Planning Department and Inspection Division related to the economic development process. Planning and Inspection customers within the last year (January 2016 – December 2016) were invited to complete the survey. A survey link and an email introducing the survey were distributed by the Mayor of the City of Ames to planning and inspection customers as identified in Table 1. The email introducing the survey identified the customer as either a Planning Department or Inspection Division customer within the last year (see Appendix A). The one customer identified as both planning and inspection customers were instructed to provide their overall impressions to the survey questions. A reminder email message was sent to all 352 customers two weeks after the initial email message to encourage those who have not yet responded to do so.

Table 1. Customer distribution of survey

Type of Customer	Number of Customers Contacted
Inspection Division Customer	307
Planning Department Customers	44
Combined Inspection and Planning Customers	1
<b>TOTAL</b>	<b>352</b>

## Results

### I. Respondent characteristics

#### *Zip Code of business*

Respondents were asked to identify the zip code where their business is located. A total of 53 respondents answered this question and two respondents skipped this question. Over half (62.26%) of the respondents reported that their business was located within the 50010 zip code.

Table 2. Zip Code distribution

Zip Code	Response Percentage	Response Number
50010	62.26%	33
50014	11.32%	6
Other	26.42%	14
Answered Question	53	
Skipped Question	2	

Respondents who answered other were asked to identify the zip code where their business is located. The responses are given below:

50201	50156	50039	50301
50317	53149	50248	50322
46131	50021	50023	
50124	50158	50201	

***Department/Division primarily working with on proposal(s)/project(s)***

Respondents were asked to identify which department or division they were primarily working with on their most recent proposal(s) and/or project(s). There were 55 responses to this question; 21 respondents identified the Planning Department, 34 respondents identified the Inspections Division and 0 respondents skipped this question.

Table 3. Primary department/division

Answer Choice	Response Percentage	Response Count
Planning	38.18%	21
Inspections	61.82%	34
Answered Question	55	
Skipped Question	0	

**II. Inspection Division Results**

**Inspector’s Courteousness, Helpfulness and Professional Knowledge**

***Courteousness of inspection staff***

Respondents were asked how they would describe the Inspection staff’s courteousness while assisting them with the proposal(s) and/or project(s). There were 28 responses to this question. The majority of respondents felt the inspection staff was very courteous (92.86%) and no individuals felt they were not courteous. There were a total of 27 respondents who skipped this question.

Table 5. Inspection staff member(s) courteousness while assisted with proposal(s) and/or project(s)

Answer Choice	Very Courteous	(no label)	Courteous	(no label)	Not Courteous	Total	Weighted Average
Response Percentage	92.86%	7.14%	0.00%	0.00%	0.00%	100%	4.93
Response Count	26	2	0	0	0	28	
Answered Question				28			
Skipped Question				27			

Respondents were asked to explain their choice for selecting the inspection staff’s courteousness while assisting them with the proposal(s) and/or project(s). The responses are given below:

*They seem to be rushed and are not allowed enough time to get to every job on time.*

*Very easy to work with and enjoyed working with them.*

### *Helpfulness of inspection staff*

Respondents were asked how they would describe the inspection staff’s helpfulness while assisting them with their proposal(s) and/or project(s). There were 29 responses to this question. The majority of respondents (24) felt the inspection staff was “very helpful “(82.76%) and no individuals felt they were “not helpful”. There were a total of 26 respondents who skipped this question.

Table 6. Inspection staff member(s) helpfulness while assisted with proposal(s) and/or project(s)

Answer Choice	Very Helpful	(no label)	Helpful	(no label)	Not Helpful	Total	Weighted Average
Response Percentage	82.76%	6.90%	10.34%	0.00%	0.00%	100%	4.72
Response Count	24	2	3	0	0	29	
Answered Question				29			
Skipped Question				26			

Respondents were asked to explain their choice for selecting the inspection staff’s helpfulness while assisting them with the proposal(s) and/or project(s). The responses are given below:

*Staff need to be more flexible in timing inspection. A phone call from them when they are on their way to inspect would be very helpful as I would not have to have an employee set for 3 hours waiting on them*

*Helpful, not hindering. Willing to offer options, professional service.*

### *Professional knowledge of inspection staff*

Respondents were asked how they would describe the inspection staff’s professional knowledge while assisting them with their proposal(s) and/or project(s). There were 29 responses to this question. The majority of respondents felt the inspection staff was very knowledgeable (72.41%) or knowledgeable (13.79%) whereas no one felt the inspection staffs was not knowledgeable (0%). There were a total of 26 respondents who skipped this question.

Table 7. Inspection staff member(s) professional knowledge while assisted with proposal(s) and/or project(s)

Answer Choice	Very Know-ledgeable	(no label)	Know-ledgeable	(no label)	Not Know-ledgeable	Total	Weighted Average
Response Percentage	72.41%	13.79%	13.79%	0.00%	0.00%	100%	4.59
Response Count	21	4	4	0	0	29	
<b>Answered Question</b>				29			
<b>Skipped Question</b>				26			

Respondents were asked to explain their choice for selecting the inspection staff’s professional knowledge while assisting them with the proposal(s) and/or project(s). The responses are given below:

*The headroom clearance on a canvas awning with signage has now changed from 8’ to 10’?*

*No issues, helped the process, didn’t hurt it.*

### **Front Counter Staff’s interaction/welcoming attitude and helpfulness**

#### *Interaction with front counter staff at City Hall*

Respondents were asked if they had interaction with the front counter staff at City Hall. There were a total of 29 responses to this question. Less than half of the respondents (41.38%) reported “yes” to having interaction with the front counter staff at City Hall There were a total of 26 respondents who skipped this question.

Table 8. Interaction with the front counter staff at City Hall

Answer Choice	Response Percentage	Response Count
Yes	41.38%	12
No	58.62%	17
<b>Answered Question</b>		29
<b>Skipped Question</b>		26

#### *Welcoming attitude by front counter staff*

Respondents were asked if they were met with a “welcoming” attitude by the front counter staff. There were a total of 11 responses to this question. The overwhelming response was “yes” (100.00%) and no

respondents responded “no” that they were not met with a “welcoming” attitude by the front counter staff. There were a total of 44 respondents who skipped this question.

Table 9. Met with a “welcoming” attitude by the front counter staff

Answer Choice	Response Percentage	Response Count
Yes	100.00%	11
No	0.00%	0
<b>Answered Question</b>		11
<b>Skipped Question</b>		44

Respondents were asked to explain their choice for selecting if they were met with a “welcoming” attitude by the front counter staff. The responses are given below:

*They are always good to interact with.*

### **Helpfulness of front counter staff**

Respondents were asked how they would describe the helpfulness of the front counter staff. There were a total of 12 responses to this question. The majority (9) rated the front counter staff as “very helpful” (75.00%) and no respondents rated the front counter staff as “not helpful” (0.00%). There were a total of 43 respondents who skipped this question.

Table 10. Front counter staff’s helpfulness

Answer Choice	Very Helpful	(no label)	Helpful	(no label)	Not Helpful	Total	Weighted Average
<b>Response Percentage</b>	75.00%	16.67%	8.33%	0.00%	0.00%	100%	4.67
<b>Response Count</b>	9	2	1	0	0	12	
<b>Answered Question</b>				12			
<b>Skipped Question</b>				43			

Respondents were asked to explain their choice for selecting the front counter staff’s helpfulness. There were no responses provided.

### **Outcome of proposal(s)/project(s)**

#### **Final outcome of proposal(s)/project(s)**

Respondents were asked to describe the final outcome of their proposal(s)/project(s). A total of 26 respondents answered this question. The majority of the respondents indicated that their proposal(s)/project(s) were approved by City Staff (96.15%). There were a total of 29 respondents who skipped this question.

Table 11. Outcome of proposal(s)/project(s)

Answer Choices	Response Percentage	Response Count
Approved by City staff	96.15%	25
Approved by Building Board of Appeals	3.85%	1
Approved by City Council	0.00%	0
Denied by City staff	0.00%	0
Denied by Building Board of Appeals	0.00%	0
Denied by City Council	0.00%	0
Other (please specify below)	0.00%	0
Answered Question	26	
Skipped Question	29	

Respondents who selected “other” were asked to specify the final outcome of their proposal(s) and/or project(s). There were no responses provided.

### Experience with the Inspection Division

#### Overall experience

Respondents were asked to describe their overall experience with the Inspection Division. There were a total of 29 responses to this question. The majority of the respondents described their overall experience with the Inspection Division as “excellent” (72.41%), a small number described their experience with the Inspection Division as “satisfactory” (20.69%) and only two described their overall experience with the Inspection Division as “unsatisfactory” (6.90%). There were a total of 26 respondents who skipped this question.

Table 12. Overall experience with Inspection Division

Answer Choices	Responses Percentage	Response Count
Excellent	72.41%	21
Satisfactory	20.69%	6
Unsatisfactory	6.90%	2
Answered Question	29	
Skipped Question	26	

#### Satisfaction level with Inspection Division

Respondents were asked to select (all that apply) from a list which contributed to their satisfaction level with the Inspection Division. A total of 20 respondents answered this question; many respondents selected multiple items for this question. The responses to this question are provided below in Table 13. There were a total of 35 respondents who skipped this question.

Table 13. Contributions to satisfaction with Inspection Division



Answer Choices	Response Percentage	Response Count
Clearly written local ordinances	20.00%	4
City staff's helpful attitude	85.00%	17
Reasonable cost of permit(s)	35.00%	7
Timeliness of response	70.00%	14
Clear policies and/or procedures	30.00%	6
Accurate billing process	30.00%	6
Early communication of expectations	15.00%	3
City staff's willingness to help identify solutions to help facilitate your project	60.00%	12
Other (please specify below)	5.00%	1
Answered Question	20	
Skipped Question	35	

Respondents who selected “other” were asked to specify what contributed to their satisfaction level with the City of Ames Inspection Division. The responses are given below:

*Did have an issue with plans that were reviewed but during construction changes had to be made to accommodate something that should have been caught on review.*

**Comments or Suggestions for Improvements of Inspection Division**

***Comments or Suggestion to improve next overall experience with Inspection Division***

Respondents were asked to share their comments or suggestions to help the Inspection Division improve their next overall experience. There were a total of 7 responses to this question and 110 respondents skipped this question. The responses are given below:

*Need more inspectors.*

*Online permit application would save time*

***Improve Satisfaction with Inspection Division***

Next respondents were asked to select all that apply from a list of options that could help improve their satisfaction level with the Inspection Division. A total of 6 respondents answered this question; many respondents selected multiple answers for this question and 49 respondents skipped this question (See Table 14).

Table 14. Item that could help improve satisfaction with Inspection Division

Answer Choices	Responses Percentage	Response Count
Change the local ordinances	33.33%	2
Display a more helpful attitude	16.67%	1
Reduce the cost of permit(s)	33.33%	2
Improve the timeliness of response	16.67%	1
Add clarity to the policies or procedures	16.67%	1
Increase accuracy in the billing process	0.00%	0
Show more willingness to identify potential solutions	16.67%	1
Early communications of expectations	0.00%	0
Other (please specify below)	33.33%	2
Answered Question	6	
Skipped Question	49	

Respondents who selected “other” were asked to specify what could help improve their satisfaction level with the Inspection Division. The response is given below:

*Need to call contractor when heading for inspection. Be more flexible inspection times. Not to be inconsiderate to contractor time which is also important.*

***Suggestions for improvements of Inspection Division***

Respondents were asked to share their comments as to how the Inspection Division can improve their next overall experience. There were a total of 0 responses to this question and 55 respondents skipped this question. There were no responses provided.

### III. Planning Department Results

#### Planner's Courteousness, Helpfulness and Professional Knowledge

##### *Courteousness of planning staff*

Respondents were asked how they would describe the planning staff's courteousness while assisting them with the proposal(s) and/or project(s). There were 17 responses to this question. Nearly a majority of respondents felt the planning staff was very courteous (47.06%). There were a total of 38 respondents who skipped this question.

Table 16. Planning staff member(s) courteousness while assisted with proposal(s) and/or project(s)

Answer Choice	Very Courteous	(no label)	Courteous	(no label)	Not Courteous	Total	Weighted Average
Response Percentage	47.06%	29.41%	17.65%	5.88%	0.00%	100%	4.18
Response Count	8	5	3	1	0	17	
Answered Question				17			
Skipped Question				38			

Respondents were asked to explain their choice for selecting the planning staff's courteousness while assisting them with the proposal(s) and/or project(s). The responses are given below:

*Answered questions and was available when needed*

*Always seemed respectful of my time and concerns*

##### *Helpfulness of planning staff*

Respondents were asked how they would describe the planning staff's helpfulness while assisting them with their proposal(s) and/or project(s). There were 17 responses to this question. There were a total of 38 respondents who skipped this question.

Table 17. Planning staff member(s) helpfulness while assisted with proposal(s) and/or project(s)

Answer Choice	Very Helpful	(no label)	Helpful-	(no label)	Not Helpful	Total	Weighted Average
Response Percentage	41.18%	23.53%	17.65%	17.65%	0.00%	100%	3.88
Response Count	7	4	3	3	0	17	
Answered Question				17			
Skipped Question				38			

Respondents were asked to explain their choice for selecting the planning staff's helpfulness while assisting them with the proposal(s) and/or project(s). The responses are given below:

*Staff was able to offer comments on how to improve our project and make it code compliant.*

*Helpful, yet indicated inability to provide flexibility based on ordinance language despite attenuating circumstances*

*Responsive and clear on requirements*

***Professional knowledge of planning staff***

Respondents were asked how they would describe the planning staff’s professional knowledge while assisting them with their proposal(s) and/or project(s). There were 17 responses to this question. There were a total of 38 respondents who skipped this question.

Table 18. Planning staff member(s) professional knowledge while assisted with proposal(s) and/or project(s)

<b>Answer Choice</b>	<b>Very Know-ledgeable</b>	<b>(no label)</b>	<b>Know-ledgeable</b>	<b>(no label)</b>	<b>Not Know-ledgeable</b>	<b>Total</b>	<b>Weighted Average</b>
<b>Response Percentage</b>	35.29%	17.65%	29.41%	17.65%	0.00%	100%	3.71
<b>Response Count</b>	6	3	5	3	0	17	
<b>Answered Question</b>				17			
<b>Skipped Question</b>				38			

Respondents were asked to explain their choice for selecting the planning staff’s professional knowledge while assisting them with the proposal(s) and/or project(s). The responses are given below:

*For the most part, staff appears to have a decent grasp of the appropriate sections of City Code, but there have been instances where there has been an unwillingness to make a decision without passing the situation by Kelly first; leading to lag time between review and approvals. This has been particularly true when faced with unique situations where following code to the ‘t’ may not result in an appropriate, or maintainable long term solution.*

*I found no gaps in understanding the systems (PV) I was seeking to implement*

**Front Counter Staff’s interaction/welcoming attitude and helpfulness**

***Interaction with front counter staff at City Hall***

Respondents were asked if they had interaction with the front counter staff at City Hall. There were a total of 19 responses to this question. Over half of the respondents (57.89%) reported “yes” to having interaction with the front counter staff at City Hall. There were a total of 36 respondents who skipped this question.

Table 19. Interaction with the front counter staff at City Hall

Answer Choice	Response Percentage	Response Count
Yes	57.89%	11
No	42.11%	8
Answered Question		19
Skipped Question		36

***Welcoming attitude of front counter staff***

Respondents were asked if they were met with a “welcoming” attitude by the front counter staff. There were a total of 10 responses to this question. The overwhelming response was “yes” (100%). There were a total of 45 respondents who skipped this question.

Table 20. Met with a “welcoming” attitude by the front counter staff

Answer Choice	Response Percentage	Response Count
Yes	100%	10
No	0%	0
Answered Question		10
Skipped Question		45

Respondents were asked to explain their choice for selecting if they were met with a “welcoming” attitude by the front counter staff. The responses are given below:

*No waiting and follow-up to get to the right staff for responses*

*Always seemed fine in the little interaction we had. Courteous and welcoming.*

***Helpfulness of front counter staff***

Respondents were asked how they would describe the helpfulness of the front counter staff. There were a total of 10 responses to this question. There were a total of 45 respondents who skipped this question.

Table 21. Front counter staff’s helpfulness

Answer Choice	Very Helpful	(no label)	Helpful	(no label)	Not Helpful	Total	Weighted Average
Response Percentage	40.00%	60.00%	0.00%	0.00%	0.00%	100%	4.40
Response Count	4	6	0	0	0	10	
Answered Question				10			
Skipped Question				45			

Respondents were asked to explain their choice for selecting the front counter staff’s helpfulness. The responses are given below:

*Always very friendly and helpful!*

*See previous*

### **Type of proposal(s)/project(s)**

Respondents were asked to select the type of application they submitted. A total of 17 respondents answered this question; many respondents selected multiple types of applications. The responses are provided below in Table 22. There were a total of 38 respondents who skipped this question.

Table 22. Type of application submitted

<b>Answer Choices</b>	<b>Response Percentage</b>	<b>Response Count</b>
<b>Certificate of Appropriateness (historic preservation)</b>	5.88%	1
<b>Major Site Plan or Planned Residential Development</b>	41.18%	7
<b>Special Use Permit</b>	29.41%	5
<b>Minor Site Plan</b>	70.59%	12
<b>Preliminary or Final Plat</b>	58.82%	10
<b>Flood Plain Development Permit</b>	29.41%	5
<b>Rezoning</b>	41.18%	7
<b>Land Use Policy Plan Change</b>	41.18%	7
<b>Other (please specify below)</b>	17.65	3
<b>Answered Question</b>	17	
<b>Skipped Question</b>	38	

Respondents who selected “other” were asked to identify the type of application they submitted. The responses are given below:

*AUFP Text/Map Amendments*

*Appeal to ZBA*

*Interconnection agreement, inspection and approval of PV solar array*

### **Outcome of proposal(s)/project(s)**

#### ***Final outcome of proposal(s)/project(s)***

Respondents were asked to describe the final outcome of their proposal(s)/project(s). There were a total of 17 responses to this question. The majority of the respondents indicated that their

proposal(s)/project(s) were approved by City Staff (52.94%). There were a total of 38 respondents who skipped this question.

Table 23. Outcome of proposal(s)/project(s)

Answer Choices	Response Percentage	Response Count
Approved by City staff	52.94%	9
Approved by Zoning Board of Adjustments	0.00%	0
Approved by the Historic Preservation Commission	0.00%	0
Approved by City Council	41.18%	7
Denied by City staff	5.88%	1
Denied by Zoning Board of Adjustments	0.00%	0
Denied by Historic Preservation Commission	0.00%	0
Denied by City Council	0.00%	0
Answered Question	17	
Skipped Question	38	

#### Experience with the Planning Department

Respondents were asked to describe their experience with the Planning Department. There were a total of 19 responses to this question. The responses are provided below in Table 24. There were a total of 36 respondents who skipped this question.

Table 24. Overall experience with Planning Department

Answer Choices	Responses Percentage	Response Count
Excellent	36.84%	7
Satisfactory	31.58%	6
Unsatisfactory	31.58%	6
Answered Question	19	
Skipped Question	36	

#### Contributed to satisfaction with Planning Department

Respondents were asked to select from a list which contributed to their satisfaction level with the Planning Department. A total of 10 respondents answered this question; many respondents selected multiple answers for this question. The responses to this question are provided below in Table 25. There were a total of 45 respondents who skipped this question.

Table 25. Contributions to satisfaction with Planning Department

Answer Choices	Response Percentage	Response Count
Well written local ordinances	20.00%	2
City staff's helpful "can do" attitude	50.00%	5
Timeliness of response	80.00%	8
Clear policies and/or procedures	40.00%	4
Early communication of expectations	20.00%	2
City staff's willingness to help identify solutions to help facilitate your project	50.00%	5
Other (please specify below)	10.00%	1
Answered Question	10	
Skipped Question	45	

Respondents who selected "other" were asked to specify what contributed to their satisfaction level with the Planning Department. The responses are given below:

*Ames planning and development process is 10 times more difficult than any other city in central Iowa.*

**Comments or Suggestions for Improvements of Planning Department**

***Improve next overall experience with Planning Department***

Respondents were asked to share their comments as to how the Planning Department can improve their next overall experience. There were a total of 4 responses to this question and 51 respondents skipped this question. The responses are given below:

*Honestly, if I ever have a question, all I do is call one of the departments and I get help right away.*

*Very little uniformity in how codes are interpreted. It's a "crap shoot" to know what the requirements will be based on who the planner is. It would be nice to have the planners working from the same set of rules.*

*Eliminate conflicts in the City's goals for sustainable community, e.g.: I paid \$150 and delayed implementation of my new solar system to get zoning approval for a flat roof installation that is less conspicuous than if I had followed current rules and installed on my sloped roof.*

*Streamline the planning and development process*

***Improve Satisfaction with Planning Department***

Respondents were asked to select all that apply from a list of options that could help improve their satisfaction level with the Planning Department. A total of 5 respondents answered this question; many respondents selected multiple answers for this question. The responses to this question are provided below in Table 26. There were a total of 50 respondents who skipped this question.



Table 26. Contributions to satisfaction with Planning Department

Answer Choices	Response Percentage	Response Count
Change the local ordinances	60.00%	3
Display a more helpful, “can-do” attitude	60.00%	3
Improve the timeliness of response	60.00%	3
Add clarity to the policies or procedures	60.00%	3
Show more willingness to identify potential solutions	80.00%	4
Early communication of expectations	80.00%	4
Other (please specify below)	40.00%	2
Answered Question	5	
Skipped Question	50	

Respondents who selected “other” were asked to specify what could help improve their satisfaction level with the Planning Department. The responses are given below:

*Staff is somewhat reluctant to think ‘outside the box’ in terms of appropriate solutions within auspices of the code and within available space. This is partially a result of code interpretation. Some staff feel more comfortable with decision making than others. There seems to be a tendency for most staff to want to run decisions by Kelly rather than making them during a project review conversation – adding time to deliberation on an answer.*

*Staff is far too black and white on code, and when there is a grey area, they tend to error toward a solution that is not helpful to the developer, even when it has zero affect on the city. Obviously, codes are there for a reason, but when the city can help out a developer they need to do a better job of doing so. Also, the approval process is just insanely long in comparison to other jurisdictions... it’s almost a joke when going to other markets when we tell them we’ve build in Ames. The knee jerk reaction is immediately, “oh, well this will be a piece of cake for you.” If you want projects to want to come to Ames, you have to change that reputation, or people will just give up and build in nearby Ankeny and Des Moines.*

***Comments or Suggestions for improvements of Planning Department***

Respondents were asked to share their comments or suggestions as to how the Planning Department can improve their next overall experience. There were a total of 3 responses to this question and 52 respondents skipped this question. The responses are given below:

*My previous experiences have not necessarily been unsatisfactory as much as the results of the process have leaned in a direction that is drastically different than our client initially wanted. This is partially resulting from code and also partially as a result of staff interactions within the Planning Department.*

*During any reviews for developments City staff need to provide a full list of comments during DRC review. They are consistently adding comments up to 2 weeks after the DRC meeting. This makes completing a project very difficult. I can understand on a very large project but on a simple complex project the comments should be able to be done in one shot. On several projects comments were added because the staff left they would be a nice addition, but they are not required by code. If staff wants them then add them to the code so all development are required to do it.*

*It isn't the city vs. the developer, we're on the same team. Our success is your success, both financially and from a community standpoint. The more costs that are put on the developers, the more your citizens will be paying for said developer's services. There's something to be said for having high building standards, and for making everyone play by the same rules, but certain measures are just ridiculous and add cost for no reason. Water quality measures and your testing methods for example: all of your water runs into the Boone River, which runs through almost exclusively farm ground... You're making sure your water is clean before it runs into what is essentially a river of farm chemicals and topsoil runoff. Seems ridiculous to me. Also, sometimes, when the situation is unique, it's okay to make exceptions to the code, and to work with a developer to make a project work for both of us. My general point here is, I have developed in plenty of markets, but I have never ever seen such exhaustive attempts to apply ridiculous and frivolous codes. Also, run your plans through the approval process concurrently, and merge some of your readings. No one needs to have it come back before a board of council more than once, let alone three times spread out of 6 weeks, it's a waste of everyone's time.*

### **Application Packet**

Respondents were asked if the application packet was useful, clear, and understandable. There were a total of 16 responses to this question. The majority (81.25%) responded “yes” the application packet was useful, clear, and understandable. There were a total of 39 respondents who skipped this question.

Table 27. Application packet useful, clear, and understandable

<b>Answer Choice</b>	<b>Response Percentage</b>	<b>Response Count</b>
<b>Yes</b>	81.25%	13
<b>No</b>	12.50%	2
<b>N/A</b>	6.25%	1
<b>Answered Question</b>	16	
<b>Skipped Question</b>	39	

Respondents were asked to explain their choice for selecting if they found the application packet useful, clear, and understandable. The responses are given below:

*The packet – yes, knowing that there would be differences with interpreting the code is usually where any frustration occurs.*

*On the Final Plat application there is a box regarding any further requirements from the City Engineer but sometimes that isn't complete prior to filing. That might be a change to make or at least put a separate box for “approval contingent” or something to that effect.*

*Application Packet is full of useless information*

*The application packets are extreme overkill. There are so many questions that often times are not applicable. Compared to other municipalities we work within, Ames absolutely requires the most paperwork.*

***Project follow the processing schedule***

Respondents were asked if the project followed the processing schedule that was included in the Planning Application packet. There were a total of 15 responses to this question. The majority of respondents (80.00%) responded “yes” their project followed the processing schedule that was included in the Planning Application. There were a total 40 respondents who skipped this question.

Table 28. Project followed the processing schedule that was included in the Planning Application

Answer Choice	Response Percentage	Response Count
Yes	80.00%	12
No	20.00%	3
<b>Answered Question</b>		15
<b>Skipped Question</b>		40

Respondents were asked to explain their choice for selecting if their project followed the processing schedule that was included in the Planning Application. The responses are given below:

*For the most part, though was delayed based on internal review and timeliness of response review.*

*Not a major development*

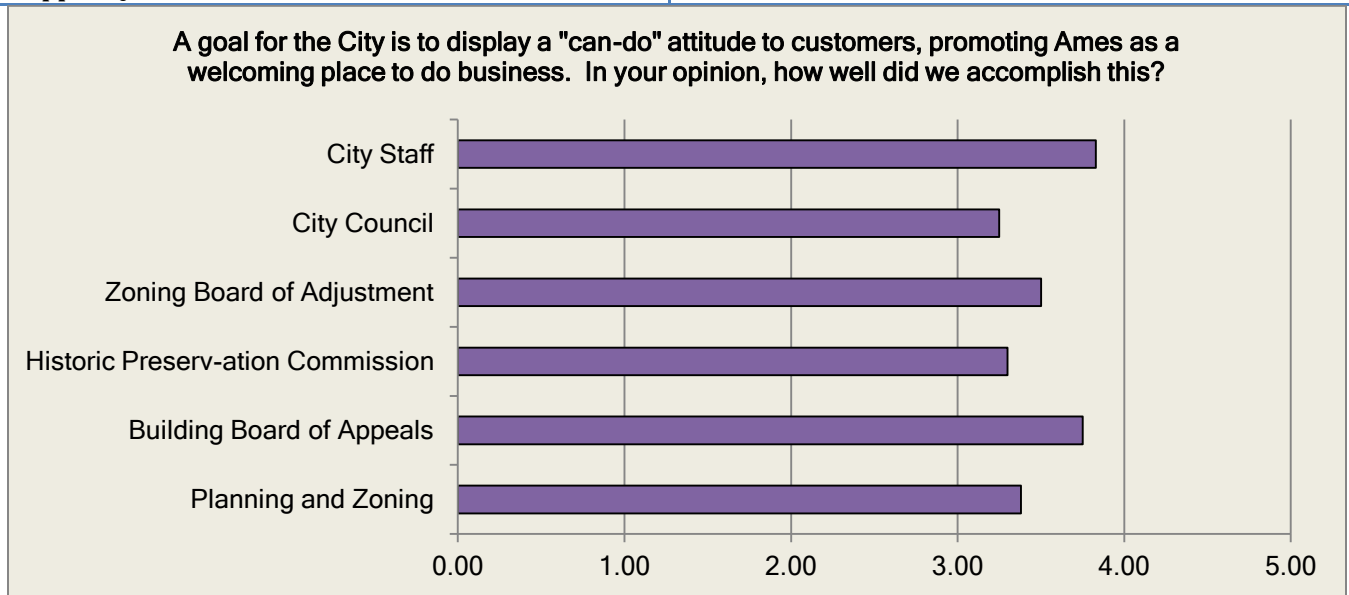
*Too often, it is expressed to us that we will reach the “next level” when Staff feels “the application is ready.” This is often times delayed due to additional comments created after the initial or second submittals, almost suggesting that the documents were not reviewed thoroughly the first time around by Staff. In some cases, there may also be minor comments that have not been satisfactorily addressed by Staff, requiring an additional submittal prior to proceeding to the next level (P/Z, BOA, etc.) – most communities will allow the application to proceed to the next level with approval contingent on satisfactorily addressing the outstanding minor comments.*

***City displayed a “can-do” attitude***

Respondents were given a list of six items (See Table 29) and asked to rate (Excellent to Unsatisfactory) their opinion to the following question: *A goal of the City is to display a “can-do” attitude to customers, promoting Ames as a welcoming place to do business. In your opinion, how well did we accomplish this goal?* There were a total of 41 responses to this question and 14 respondents skipped this question.

Table 29. Accomplishment of “can-do” attitude to customers, promoting Ames as a welcoming place to do business

Answer Choices	Excellent	(no label)	Satisfactory	(no label)	Unsatisfactory	N/A	Total	Weighted Average
Planning and Zoning	13.89%/5	16.67%/6	19.44%/7	13.89%/5	2.78%/1	33.33%/12	36	3.38
Building Board of Appeals	6.67%/2	10.00%/3	6.67%/2	3.33%/1	0.00%/0	73.33%/22	30	3.75
Historic Preservation Commission	10.00%/3	6.67%/2	6.67%/2	3.33%/1	6.67%/2	66.67%/20	30	3.30
Zoning Board of Adjustment	9.09%/3	18.18%/6	12.12%/4	6.06%/2	3.03%/1	51.52%/17	33	3.50
City Council	10.00%/3	20.00%/6	16.67%/5	16.67%/5	3.33%/1	33.33%/10	30	3.25
City Staff	34.21%/13	26.32%/10	18.42%/7	7.89%/3	5.26%/2	7.89%/3	38	3.83
<b>Answered Question</b>				41				
<b>Skipped Question</b>				14				



Respondents were asked to provide suggestions for how the City of Ames can better display a “can-do” attitude. The responses are given below:

*With the review meetings I’ve attended, both with staff as well as the groups mentioned above there is a certain level that needs to be maintained to meet the criteria desired by Ames. However, this criteria is sometimes unrealistic in specific situations and may not even be what it was originally intended to be based on interpretation and growth (especially if staff that developed it are no longer here or the public is looking for something different). Typically when I’ve seen push back on things it has been with interpretation or willingness of the city to embrace change.*

*If you want development and growth in the City there are not many steps for a project to get completed. If the City has hired the planners then why does the Council have to approve so much? Let the planners do their job and streamline the development process.*

*See #16 response: there are conflicts to be worked out in planning and zoning regulations*

*I believe Ames is continually looking striving for "CAN-DO". We are not there yet, but we are certainly in the right direction. Thank you for commitment to people truly invest millions into this great town. Allow free enterprise to take risk in investing in Ames, don't slow it down, but find ways to get things here.*

*Examples, Look at Ankeny and everything they have done in the last 20 years. Ames has a slow growth, low growth mentality, be open minded and find ways to get things moving. We've said "NO" to a lot of things in those years. We need more people living here.*

*Everyone on staff supports the "can-do" attitude. However, we get a "can-do" up front then get into the project and the actual answers, delivered in a positive attitude, are "can't-do" answers.*

*In some isolated incidents the total time can drag on due to the participation of various boards and their schedules.*

*There needs to be some kind of receipt either mailed or emailed to contractor when inspections are done*

## Process Improvements

### Inspection Division

The Inspection Division customers provided a number of suggestions for improvements. Some possible process improvements suggested were:

- More flexible on inspection timing, while allowing sufficient time at each job
- Providing notice when an inspector is on their way to an inspection
- Need more inspectors
- Online permit applications would save time

### Planning Department

The Planning Department customers provided a number of suggestions for improvements. Some possible process improvements suggested were:

- Have the planners working “from the same set of rules”
- Eliminate conflicts in City’s goals for sustainable community
- Streamline the planning and development process
- Think “outside the box” in terms of appropriate solutions within auspices of the code and within available space
- Provide a full list of comments during the DRC review and eliminate trailing comments
- Remove comments that are recommendations and not required by code
- Run plan approval process concurrently
- Merge readings by City Council

## **APPENDIX A: EMAIL MESSAGES SENT TO INSPECTION/PLANNING CUSTOMERS**

### **THE FOLLOWING EMAIL IS USED FOR THE INSPECTION DIVISION CUSTOMERS [Total email 307]:**

Dear Customer,

The City of Ames thanks you for your business! To support the City Council's goal of promoting economic development to create a stable and vibrant community, we need your feedback. Candid comments about the process can help us continue to maintain our high standards and progress in areas that need improvement.

As a customer of our Inspection Division in the last year, we would appreciate a few minutes of your time in answering an anonymous survey. If you have been involved in more than one project in the last year, please provide your overall impressions. The survey will allow space where you can provide more specific examples.

Please click on the link below (or type the address into your browser), fill in your answers to the questions, and submit them electronically by February 3rd, 2017.

We appreciate your participation.

Ann H. Campbell, Mayor

[https://www.surveymonkey.com/r/2016\\_Development\\_Process\\_Survey](https://www.surveymonkey.com/r/2016_Development_Process_Survey)

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### **THE FOLLOWING EMAIL IS USED FOR THE PLANNING AND HOUSING DEPARTMENT CUSTOMERS [Total email 44]:**

Dear Customer,

The City of Ames thanks you for your business! To support the City Council's goal of promoting economic development to create a stable and vibrant community, we need your feedback. Candid comments about the process can help us continue to maintain our high standards and progress in areas that need improvement.

As a customer of our Planning & Housing Department in the last year, we would appreciate a few minutes of your time in answering an anonymous survey. If you have been involved in more than one project in the last year, please provide your overall impressions. The survey will allow space where you can provide more specific examples.

Please click on the link below (or type the address into your browser), fill in your answers to the questions, and submit them electronically by February 3rd, 2017.

We appreciate your participation.

Ann H. Campbell, Mayor

[https://www.surveymonkey.com/r/2016\\_Development\\_Process\\_Survey](https://www.surveymonkey.com/r/2016_Development_Process_Survey)

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**THE FOLLOWING EMAIL IS USED FOR THE COMBINED PLANNING & HOUSING AND INSPECTION DIVISION CUSTOMERS [Total email 2]:**

Dear Customer,

The City of Ames thanks you for your business! To support the City Council's goal of promoting economic development to create a stable and vibrant community, we need your feedback. Candid comments about the process can help us continue to maintain our high standards and progress in areas that need improvement.

As a customer of our Planning & Housing Department and our Inspection Division in the last year, we would appreciate a few minutes of your time in answering an anonymous survey. If you have been involved in more than one project in the last year, please provide your overall impressions. The survey will allow space where you can provide more specifics examples.

Please click on the link below (or type the address into your browser), fill in your answers to the questions, and submit them electronically by February 3rd, 2017.

We appreciate your participation.

Ann H. Campbell, Mayor

[https://www.surveymonkey.com/r/2016\\_Development\\_Process\\_Survey](https://www.surveymonkey.com/r/2016_Development_Process_Survey)

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**THE FOLLOWING REMINDER EMAIL MESSAGE WILL BE SENT TO ALL CUSTOMERS THAT RECEIVED THE ORIGINAL EMAIL MESSAGE [Total 487]**

We value your feedback!

You should have received an email inviting you to participate in the City of Ames Planning & Housing Department/Inspection Division Survey.

If you have not already done so, please click the link below (or type the address into your browser) to complete the survey by this Friday, February 3rd.

[https://www.surveymonkey.com/r/2016\\_Development\\_Process\\_Survey](https://www.surveymonkey.com/r/2016_Development_Process_Survey)

If you have already completed the survey, thank you for your participation and please disregard this email.

Your views and insights are critical to helping us provide better service to the citizens of Ames.

Thank you for completing the survey!

Ann H. Campbell, Mayor



**COUNCIL ACTION FORM**

**SUBJECT: RESOLUTION APPROVING OFFICIAL STATEMENT FOR GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2017A, SETTING DATE OF SALE FOR AUGUST 22, 2017, AND AUTHORIZING ELECTRONIC BIDDING FOR THE SALE**

**BACKGROUND:**

The FY 2017/18 Budget and Council-approved changes include General Obligation (G.O.) Bond-funded capital improvement projects in the amount of \$7,521,000. The City Council held public hearings for the issuance of these bonds on March 7, 2017, and for the refunding bonds on August 8, 2017. Council action is now required to approve the official statement, set the date of sale for August 22, 2017, and authorize electronic bidding.

The Official Statement, or “Preliminary Official Statement,” is the offering document for municipal securities, in preliminary form, which does not contain pricing information. The Statement provides several financial disclosures and other information about the City. This “Preliminary Official Statement” is on file in the City Clerk’s Office and can be viewed on the City’s website. Additionally, Council is asked to approve electronic bidding as the method to provide a secure and highly competitive process for the sale of the bonds.

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

Grand Avenue Extension	\$ 4,000,000	
South Duff Improvements	276,000	
Arterial Street Improvements	620,000	
Collector Street Improvements	950,000	
Asphalt Street Improvements	850,000	
Downtown Street Improvements	250,000	
Accessibility Enhancement Program	125,000	
W Lincoln Way Intersection Improvements	450,000	
<b>Subtotal Tax Supported Bonds</b>		<b>\$ 7,521,000</b>
<b>Refunding Bonds</b>		<b>4,345,000</b>
<b>Issuance Cost and Allowance for Premium</b>		<b>104,000</b>
<b>Grand Total – 2017/18 G.O. Issue</b>		<b>\$11,970,000</b>

**ALTERNATIVES:**

1. Adopt the attached resolution approving the Official Statement for General Obligation Corporate Purpose Bonds, Series 2017A, setting the date of sale for August 22, 2017, and authorizing electronic bidding for the sale.
2. Refer the Official Statement back to City staff for modifications.

**CITY MANAGER’S RECOMMENDED ACTION:**

Issuance of these bonds is necessary in order to accomplish the City’s approved capital improvements for the current fiscal year.

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

**PRELIMINARY OFFICIAL STATEMENT DATED AUGUST 8, 2017**

**New and Refunding Issue**

**Rating: Application Made to Moody’s Investors Service**

*In the opinion of Dorsey & Whitney LLP, Bond Counsel, according to present laws, rulings and decisions and assuming compliance with certain covenants, the interest on the Bonds will be excluded from gross income for federal income tax purposes. Interest on the Bonds is not an item of tax preference for purposes of the federal alternative minimum tax imposed on individuals and corporations under the Internal Revenue Code of 1986 (the “Code”); provided, however, such interest is taken into account in determining adjusted current earnings for the purpose of computing the alternative minimum tax imposed on corporations (as defined for federal income tax purposes). In the opinion of Bond Counsel, the Bonds will be designated as “qualified tax-exempt obligations” within the meaning of Section 265(b)(3) of the Code. See “TAX EXEMPTION AND RELATED CONSIDERATIONS” herein.*

**CITY OF AMES, IOWA**

**\$11,970,000\* General Obligation Corporate Purpose and Refunding Bonds, Series 2017A**

BIDS RECEIVED: Tuesday, August 22, 2017, 11:00 A.M., Central Time

AWARD: Tuesday, August 22, 2017, 6:00 P.M., Central Time

**Dated:** Date of Delivery (September 12, 2017)

**Principal Due:** June 1, as shown inside front cover

The \$11,970,000\* General Obligation Corporate Purpose and Refunding Bonds, Series 2017A (the “Bonds”) are being issued pursuant to Division III of Chapter 384 of the Code of Iowa and a resolution to be adopted by the City Council of the City of Ames, Iowa (the “City”). The Bonds are being issued for the purpose of paying the cost, to that extent, of constructing improvements to streets, sanitary and storm sewers, bridges, and related improvements. In addition, a portion of the funds will be used to current refund on September 22, 2017, \$4,285,000 of the City’s outstanding General Obligation Corporate Purpose Bonds, Series 2009B, originally dated October 29, 2009 (the “Series 2009B Bonds”). The purchaser of the Bonds agrees to enter into a loan agreement (the “Loan Agreement”) with the City pursuant to authority contained in Section 384.24A of the Code of Iowa. The Bonds are issued in evidence of the City’s obligations under the Loan Agreement. The Bonds and the interest thereon are general obligations of the City, and all taxable property within the corporate boundaries of the City is subject to the levy of taxes to pay the principal of and interest on the Bonds without constitutional or statutory limitation as to rate or amount.

The Bonds will be issued as fully registered Bonds without coupons and, when issued, will be registered in the name of Cede & Co., as nominee of The Depository Trust Company (“DTC”). DTC will act as securities depository for the Bonds. Individual purchases may be made in book-entry-only form, in the principal amount of \$5,000 and integral multiples thereof. The purchaser will not receive certificates representing their interest in the Bonds purchased. The City’s Treasurer as Registrar/Paying Agent (the “Registrar”) will pay principal on the Bonds, payable annually on June 1, beginning June 1, 2018, and interest on the Bonds payable initially on June 1, 2018 and thereafter on each December 1 and June 1 to DTC, which will in turn remit such principal and interest to its participants for subsequent disbursements to the beneficial owners of the Bonds as described herein. Interest and principal shall be paid to the registered holder of a bond as shown on the records of ownership maintained by the Registrar as of the 15<sup>th</sup> day of the month next preceding the interest payment date (the “Record Date”).

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**THE BONDS WILL MATURE AS LISTED ON THE INSIDE FRONT COVER**

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<b>MINIMUM BID:</b>	\$11,874,240
<b>GOOD FAITH DEPOSIT:</b>	Required of Purchaser Only
<b>TAX MATTERS:</b>	Federal: Tax-Exempt State: Taxable See “TAX EXEMPTION AND RELATED CONSIDERATIONS” for more information.

The Bonds are offered, subject to prior sale, withdrawal or modification, when, as and if issued and subject to the unqualified approving legal opinion of Dorsey & Whitney LLP, Bond Counsel, Des Moines, Iowa, to be furnished upon delivery of the Bonds. It is expected the Bonds will be available for delivery through the facilities of DTC on or about September 12, 2017. The Preliminary Official Statement will be further supplemented by offering prices, interest rates, selling compensation, aggregate principal amount, principal amount per maturity, anticipated delivery date and underwriter, together with any other information required by law or deemed appropriate by the City, shall constitute a Final Official Statement of the City with respect to the Bonds, as that term is defined in Rule 15c2-12 promulgated by the Securities and Exchange Commission under the Securities Exchange Act of 1934, as amended.

\*Preliminary; subject to change.

This Preliminary Official Statement and the information contained herein are subject to completion, amendment or other change without notice. The Bonds may not be sold nor may offers to buy be accepted prior to the time the Preliminary Official Statement is delivered in final form. Under no circumstances shall this Preliminary Official Statement constitute an offer to sell or the solicitation of an offer to buy, nor shall there be any sale of the Bonds in any jurisdiction in which such offer, solicitation or sale would be unlawful prior to registration or qualification under the applicable securities laws of any such jurisdiction.

# CITY OF AMES, IOWA

## \$11,970,000\* General Obligation Corporate Purpose and Refunding Bonds, Series 2017A

**MATURITY:** The Bonds will mature June 1 in the years and amounts as follows:

<u>Year</u>	<u>Amount*</u>
2018	\$1,665,000
2019	1,650,000
2020	1,690,000
2021	1,720,000
2022	610,000
2023	620,000
2024	630,000
2025	645,000
2026	660,000
2027	675,000
2028	695,000
2029	710,000

**\*PRINCIPAL**

**ADJUSTMENT:** Preliminary; subject to change. The aggregate principal amount of the Bonds, and each scheduled maturity thereof, are subject to increase or reduction by the City or its designee after the determination of the successful bidder. The City may increase or decrease each maturity in increments of \$5,000 but the total amount to be issued will not exceed \$12,500,000. Interest rates specified by the successful bidder for each maturity will not change. Final adjustments shall be in the sole discretion of the City.

The dollar amount of the purchase price proposed by the successful bidder will be changed if the aggregate principal amount of the Bonds is adjusted as described above. Any change in the principal amount of any maturity of the Bonds will be made while maintaining, as closely as possible, the successful bidder's net compensation, calculated as a percentage of bond principal. The successful bidder may not withdraw or modify its bid as a result of any post-bid adjustment. Any adjustment shall be conclusive, and shall be binding upon the successful bidder.

**REDEMPTION:** Bonds due after June 1, 2025 will be subject to call for prior redemption on said date or on any day thereafter upon terms of par plus accrued interest to date of call. Written notice of such call shall be given at least thirty (30) days prior to the date fixed for redemption to the registered owners of the Bonds to be redeemed at the address shown on the registration books.

**INTEREST:** Interest on the Bonds will be payable on June 1, 2018 and semiannually thereafter.

## COMPLIANCE WITH S.E.C. RULE 15c2-12

Municipal obligations (issued in an aggregate amount over \$1,000,000) are subject to General Rules and Regulations, Securities Exchange Act of 1934, Rule 15c2-12 Municipal Securities Disclosure.

**Preliminary Official Statement:** This Preliminary Official Statement was prepared for the City for dissemination to prospective bidders. Its primary purpose is to disclose information regarding the Bonds to prospective bidders in the interest of receiving competitive bids in accordance with the TERMS OF OFFERING contained herein. Unless an addendum is received prior to the sale, this document shall be deemed the “Near Final Official Statement”.

**Review Period:** This Preliminary Official Statement has been distributed to City staff as well as to prospective bidders for an objective review of its disclosure. Comments, omissions or inaccuracies must be submitted to PFM Financial Advisors LLC (the “Municipal Advisor”) at least two business days prior to the sale. Requests for additional information or corrections in the Preliminary Official Statement received on or before this date will not be considered a qualification of a bid received. If there are any changes, corrections or additions to the Preliminary Official Statement, prospective bidders will be informed by an addendum at least one business day prior to the sale.

**Final Official Statement:** Upon award of sale of the Bonds, the legislative body will authorize the preparation of a Final Official Statement that includes the offering prices, interest rates, selling compensation, aggregate principal amount, principal amount per maturity, anticipated delivery date and other information required by law and the identity of the underwriter (the “Syndicate Manager”) and syndicate members. Copies of the Final Official Statement will be delivered to the Syndicate Manager within seven business days following the bid acceptance.

## REPRESENTATIONS

No dealer, broker, salesperson or other person has been authorized by the City to give any information or to make any representations, other than those contained in the Preliminary Official Statement. This Preliminary Official Statement does not constitute any offer to sell or the solicitation of an offer to buy, nor shall there be any sale of the Bonds by any person, in any jurisdiction in which it is unlawful for such person to make such offer, solicitation or sale. The information, estimates and expressions of opinion herein are subject to change without notice and neither the delivery of this Preliminary Official Statement nor any sale made hereunder, shall, under any circumstances, create any implication that there has been no change in the affairs of the City since the date hereof. This Preliminary Official Statement is submitted in connection with the sale of the securities referred to herein and may not be reproduced or used, in whole or in part, for any other purpose.

This Preliminary Official Statement and any addenda thereto were prepared relying on information from the City and other sources, which are believed to be reliable.

Bond Counsel has not participated in the preparation of this Preliminary Official Statement and is not expressing any opinion as to the completeness or accuracy of the information contained therein.

Compensation of the Municipal Advisor, payable entirely by the City, is contingent upon the sale of the issue.

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# City of Ames, Iowa

## Mayor/City Council

<u>Member</u>	<u>Office</u>	<u>Initial Term Commenced</u>	<u>Term Expires</u>
Ann Campbell	Mayor	January 03, 2006	December 31, 2017
Gloria Betcher	Council Member – 1 <sup>st</sup> Ward	January 02, 2014	December 31, 2017
Tim Gartin	Council Member – 2 <sup>nd</sup> Ward	January 02, 2014	December 31, 2019
Peter Orazem	Council Member – 3 <sup>rd</sup> Ward	January 02, 2010	December 31, 2017
Chris Nelson	Council Member – 4 <sup>th</sup> Ward	January 02, 2014	December 31, 2019
Bronwyn Beatty-Hansen	Council Member – At Large	January 01, 2016	December 31, 2019
Amber Corrieri	Council Member – At Large	January 02, 2014	December 31, 2017
Robert Bingham	Ex-Officio		

## Administration

Steven Schainker, City Manager  
Duane Pitcher, Director of Finance  
Diane Voss, City Clerk  
Roger Wisecup II, City Treasurer  
John Dunn, Director of Water and Pollution Control  
John Joiner, Director of Public Works  
Don Kom, Director of Electric Utility

## Interim City Attorney

Mark Lambert  
Ames, Iowa

## Bond Counsel

Dorsey & Whitney LLP  
Des Moines, Iowa

## Municipal Advisor

PFM Financial Advisors LLC  
Des Moines, Iowa

## TERMS OF OFFERING

### CITY OF AMES, IOWA

Bids for the purchase of the City of Ames, Iowa's (the "City") \$11,970,000\* General Obligation Corporate Purpose and Refunding Bonds, Series 2017A (the "Bonds") will be received on Tuesday, August 22, 2017, before 11:00 A.M. Central Time after which time they will be tabulated. The City Council will consider award of the Bonds at 6:00 P.M. Central Time, on the same day. Questions regarding the sale of the Bonds should be directed to the City's Municipal Advisor, PFM Financial Advisors LLC, 801 Grand Avenue, Suite 3300, Des Moines, Iowa, 50309, or by telephoning 515-243-2600. Information can also be obtained from Mr. Duane Pitcher, Director of Finance, City of Ames, 515 Clark Avenue, Ames, Iowa, 50010, or by telephoning 515-239-5114. The following section sets forth the description of certain terms of the Bonds as well as the TERMS OF OFFERING with which all bidders and bid proposals are required to comply, as follows:

#### DETAILS OF THE BONDS

GENERAL OBLIGATION CORPORATE PURPOSE AND REFUNDING BONDS, SERIES 2017A, in the principal amount of \$11,970,000\* to be dated the date of delivery (September 12, 2017), in the denomination of \$5,000 or multiples thereof, will mature on June 1 as follows:

<u>Year</u>	<u>Amount*</u>
2018	\$1,665,000
2019	1,650,000
2020	1,690,000
2021	1,720,000
2022	610,000
2023	620,000
2024	630,000
2025	645,000
2026	660,000
2027	675,000
2028	695,000
2029	710,000

#### ADJUSTMENT TO BOND MATURITY AMOUNTS

The aggregate principal amount of the Bonds, and each scheduled maturity thereof, are subject to increase or reduction by the City or its designee after the determination of the successful bidder. The City may increase or decrease each maturity in increments of \$5,000 but the total amount to be issued will not exceed \$12,500,000. Interest rates specified by the successful bidder for each maturity will not change. Final adjustments shall be in the sole discretion of the City. The dollar amount of the purchase price proposed by the successful bidder will be changed if the aggregate principal amount of the Bonds is adjusted as described above. Any change in the principal amount of any maturity of the Bonds will be made while maintaining, as closely as possible, the successful bidder's net compensation, calculated as a percentage of bond principal. The successful bidder may not withdraw or modify its bid as a result of any post-bid adjustment. Any adjustment shall be conclusive, and shall be binding upon the successful bidder.

#### TERM-BOND OPTION

Bidders shall have the option of designating the Bonds as serial-bonds or term-bonds, or both. The bid must designate whether each of the principal amounts shown above represent a serial maturity or a mandatory redemption requirement for a term-bond maturity. (See the OFFICIAL BID FORM for more information.) In any event, the above principal amount scheduled shall be represented by either serial-bond maturities or mandatory redemption requirements, or a combination of both.

\* Preliminary; subject to change.



## OPTIONAL REDEMPTION

Bonds due after June 1, 2025 will be subject to call prior to maturity in whole, or from time to time in part, in any order of maturity and within a maturity by lot on said date or on any date thereafter at the option of the City, upon terms of par plus accrued interest to date of call. Written notice of such call shall be given at least thirty (30) days prior to the date fixed for redemption to the registered owners of the Bonds to be redeemed at the address shown on the registration books.

## INTEREST

Interest on the Bonds will be payable on June 1, 2018 and semiannually on the 1<sup>st</sup> day of December and June thereafter. Principal and interest shall be paid to the registered holder of a bond as shown on the records of ownership maintained by the Registrar as of the 15<sup>th</sup> day of the month preceding the interest payment date (the "Record Date"). Interest will be computed on the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to rules of the Municipal Securities Rulemaking Board.

## GOOD FAITH DEPOSIT

A good faith deposit in the amount of \$119,700 (the "Deposit") is required from the lowest bidder only. The lowest bidder is required to submit such Deposit payable to the order of the City, not later than 1:00 P.M., Central Time, on the day of the sale of the Bonds and in the form of either (i) a cashier's check provided to the City or its Municipal Advisor, or (ii) a wire transfer as instructed by the City's Municipal Advisor. If not so received, the bid of the lowest bidder may be rejected and the City may direct the second lowest bidder to submit a deposit and thereafter may award the sale of the Bonds to the same. No interest on a deposit will accrue to the successful bidder (the "Purchaser"). The Deposit will be applied to the purchase price of the Bonds. In the event a Purchaser fails to honor its accepted bid proposal, any deposit will be retained by the City.

## FORM OF BIDS AND AWARD

All bids shall be unconditional for the entire issue of Bonds for a price not less than \$11,874,240, plus accrued interest, and shall specify the rate or rates of interest in conformity to the limitations as set forth in the "BIDDING PARAMETERS" section. Bids must be submitted on or in substantial compliance with the OFFICIAL BID FORM provided by the City. The Bonds will be awarded to the bidder offering the lowest interest rate to be determined on a true interest cost (the "TIC") basis assuming compliance with the "GOOD FAITH DEPOSIT" section. The TIC shall be determined by the present value method, i.e., by ascertaining the semiannual rate, compounded semiannually, necessary to discount to present value as of the dated date of the Bonds, the amount payable on each interest payment date and on each stated maturity date or earlier mandatory redemption, so that the aggregate of such amounts will equal the aggregate purchase price offered therefore. The TIC shall be stated in terms of an annual percentage rate and shall be that rate of interest which is twice the semiannual rate so ascertained (also known as the Canadian Method). The TIC shall be as determined by the Municipal Advisor based on the TERMS OF OFFERING and all amendments, and on the bids as submitted. The Municipal Advisor's computation of the TIC of each bid shall be controlling. In the event of tie bids for the lowest TIC, the Bonds will be awarded by lot.

The City will reserve the right to: (i) waive non-substantive informalities of any bid or of matters relating to the receipt of bids and award of the Bonds, (ii) reject all bids without cause, and (iii) reject any bid which the City determines to have failed to comply with the terms herein.

## BIDDING PARAMETERS

Each bidder's proposal must conform to the following limitations:

1. Each annual maturity must bear a single rate of interest from the dated date of the Bonds to the date of maturity.
2. Rates of interest bid must be in multiples of one-eighth or one-twentieth of one percent.
3. The initial price to the public for each maturity must be 98% or greater.

## RECEIPT OF BIDS

Forms of Bids: Bids must be submitted on or in substantial compliance with the TERMS OF OFFERING and OFFICIAL BID FORM provided by the City or through PARITY<sup>®</sup> competitive bidding system (the “Internet Bid System”). The City shall not be responsible for malfunction or mistake made by any person, or as a result of the use of an electronic bid or the means used to deliver or complete a bid. The use of such facilities or means is at the sole risk of the prospective bidder who shall be bound by the terms of the bid as received.

No bid will be accepted after the time specified in the OFFICIAL BID FORM. The time as maintained by the Internet Bid System shall constitute the official time with respect to all bids submitted. A bid may be withdrawn before the bid deadline using the same method used to submit the bid. If more than one bid is received from a bidder, the last bid received shall be considered.

Sealed Bidding: Sealed bids may be submitted and will be received at the office of the City’s Director of Finance, City Hall, 515 Clark Avenue, Ames, Iowa 50010.

Electronic Internet Bidding: Electronic internet bids will be received at the office of the City’s Municipal Advisor, PFM Financial Advisors LLC, Des Moines, Iowa. Electronic internet bids must be submitted through the Internet Bid System. Information about the Internet Bid System may be obtained by calling 212-404-8102.

Each bidder shall be solely responsible for making necessary arrangements to access the Internet Bid System for purposes of submitting its internet bid in a timely manner and in compliance with the requirements of the TERMS OF OFFERING and OFFICIAL BID FORM. The City is permitting bidders to use the services of the Internet Bid System solely as a communication mechanism to conduct the internet bidding and the Internet Bid System is not an agent of the City. Provisions of the TERMS OF OFFERING and OFFICIAL BID FORM shall control in the event of conflict with information provided by the Internet Bid System.

Electronic Facsimile Bidding: Electronic facsimile bids will be received at the office of the City’s Municipal Advisor, PFM Financial Advisors LLC (facsimile number: 515-243-6994). Electronic facsimile bids will be sealed and treated as sealed bids.

Electronic facsimile bids received after the deadline will be rejected. Bidders electing to submit bids via facsimile transmission bear full responsibility for the transmission of such bid. Neither the City nor its agents shall be responsible for malfunction or mistake made by any person, or as a result of the use of the facsimile facilities or any other means used to deliver or complete a bid. The use of such facilities or means is at the sole risk of the prospective bidder who shall be bound by the terms of the bid as received. Neither the City nor its agents will assume liability for the inability of the bidder to reach the above named facsimile numbers prior to the time of sale specified above. Time of receipt shall be the time recorded by the facsimile operator receiving the bids.

## BOOK-ENTRY-ONLY ISSUANCE

The Bonds will be issued by means of a book-entry-only system with no physical distribution of bond certificates made to the public. The Bonds will be issued in fully registered form and one bond certificate, representing the aggregate principal amount of the Bonds maturing in each year, will be registered in the name of Cede & Co. as nominee of The Depository Trust Company (“DTC”), New York, New York, which will act as securities depository of the Bonds. Individual purchases of the Bonds may be made in the principal amount of \$5,000 or any multiple thereof of a single maturity through book entries made on the books and records of DTC and its participants. Principal and interest are payable by the Registrar to DTC or its nominee as registered owner of the Bonds. Transfer of principal and interest payments to participants of DTC will be the responsibility of DTC; transfer of principal and interest payments to beneficial owners by participants will be the responsibility of such participants and other nominees of beneficial owners. The Purchaser, as a condition of delivery of the Bonds, will be required to deposit the bond certificates with DTC.

## MUNICIPAL BOND INSURANCE AT PURCHASER'S OPTION

If the Bonds qualify for issuance of any policy of municipal bond insurance or commitment therefore at the option of the bidder, the purchase of any such insurance policy or the issuance of any such commitment shall be at the sole option and expense of the Purchaser. Any increased costs of issuance of the Bonds resulting from such purchase of insurance shall be paid by the Purchaser, except that, if the City has requested and received a rating on the Bonds from a rating agency, the City will pay that initial rating fee. Any other rating agency fees shall be the responsibility of the Purchaser. Failure of the municipal bond insurer to issue the policy after the Bonds have been awarded to the Purchaser shall not constitute cause for failure or refusal by the Purchaser to accept delivery on the Bonds. The City reserves the right in its sole discretion to accept or deny changes to the financing documents requested by the insurer selected by the Purchaser.

## DELIVERY

The Bonds will be delivered to the Purchaser through DTC in New York, New York, against full payment in immediately available cash or federal funds. The Bonds are expected to be delivered within forty-five days after the sale. Should delivery be delayed beyond sixty days from the date of sale for any reason except failure of performance by the Purchaser, the Purchaser may withdraw their bid and thereafter their interest in and liability for the Bonds will cease. When the Bonds are ready for delivery, the City will give the Purchaser five working days' notice of the delivery date and the City will expect payment in full on that date; otherwise reserving the right at its option to determine that the Purchaser failed to comply with the offer of purchase.

## ESTABLISHMENT OF ISSUE PRICE

The Purchaser shall assist the City in establishing the issue price of the Bonds and shall execute and deliver to the City at closing an "issue price" or similar certificate setting forth the reasonably expected initial offering price to the public or the sales price or prices of the Bonds, together with the supporting pricing wires or equivalent communications, substantially in the form attached hereto as APPENDIX D, with such modifications as may be appropriate or necessary, in the reasonable judgment of the Purchaser, the City and Bond Counsel. [All actions to be taken by the City under the TERMS OF OFFERING to establish the issue price of the Securities may be taken on behalf of the City by the City's Municipal Advisor, identified herein, and any notice or report to be provided to the City may be provided to the City's Municipal Advisor.]

The City intends that the provisions of Treasury Regulation Section 1.148-1(f)(3)(i) (defining "competitive sale" for purposes of establishing the issue price of the Bonds) will apply to the initial sale of the Bonds (the "competitive sale requirements") because: (i) the City shall disseminate the TERMS OF OFFERING to potential underwriters in a manner that is reasonably designed to reach potential underwriters; (ii) all bidders shall have an equal opportunity to bid; (iii) the City may receive bids from at least three underwriters of municipal bonds who have established industry reputations for underwriting new issuances of municipal bonds; and (iv) the City anticipates awarding the sale of the Bonds to the bidder who submits a firm offer to purchase the Bonds at the highest price (or lowest interest cost), as set forth in the TERMS OF OFFERING.

Any bid submitted pursuant to the TERMS OF OFFERING shall be considered a firm offer for the purchase of the Bonds, as specified in the bid.

In the event the competitive sale requirements are not satisfied, the City shall so advise the Purchaser. The City may determine to treat (i) the first price at which 10% of a maturity of the Bonds (the "10% test" is sold to the public as the issue price of that maturity and/or (ii) the initial offering price to the public as of the sale date of any maturity of the Bonds as the issue price of that maturity (the "hold-the-offering-price rule"), in each case applied on a maturity-by-maturity basis (and if different interest rates apply within a maturity, to each separate CUSIP number within that maturity). The Purchaser shall advise the City if any maturity of the Bonds satisfies the 10% test as of the date and time of the award of the Bonds. The City shall promptly advise the Purchaser, at or before the time of award of the Bonds, which maturities (and if different interest rates apply within a maturity, which separate CUSIP number within that maturity) of the Bonds shall be subject to the 10% test or shall be subject to the hold-the-offering-price rule. Bids will not be subject to cancellation in the event that the City determines to apply the hold-the-offering-price rule to any

maturity of the Bonds. Bidders should prepare their bids on the assumption that some or all of the maturities of the Bonds will be subject to the hold-the-offering-price rule in order to establish the issue price of the Bonds.

By submitting a bid, the Purchaser shall (i) confirm that the underwriters have offered or will offer the Bonds to the public on or before the date of award at the offering price or prices (the “initial offering price”), or at the corresponding yield or yields, set forth in the bid submitted by the Purchaser and (ii) agree, on behalf of the underwriters participating in the purchase of the Bonds, that the underwriters will neither offer nor sell unsold Bonds of any maturity to which the hold-the-offering-price rule shall apply to any person at a price that is higher than the initial offering price to the public during the period starting on the sale date and ending on the earlier of the following: (i) the close of the fifth (5<sup>th</sup>) business day after the sale date; or (ii) the date on which the underwriters have sold at least 10% of that maturity of the Bonds to the public at a price that is no higher than the initial offering price to the public.

The Purchaser shall promptly advise the City when the underwriters have sold 10% of that maturity of the Bonds to the public at a price that is no higher than the initial offering price to the public, if that occurs prior to the close of the fifth (5<sup>th</sup>) business day after the sale date.

If the competitive sale requirements are not satisfied, then until the 10% test has been satisfied as to each maturity of the Bonds, the Purchaser agrees to promptly report to the City the prices at which the unsold Bonds of that maturity have been sold to the public. That reporting obligation shall continue, whether or not the closing date has occurred, until the 10% test has been satisfied as to the Bonds of that maturity or until all Bonds of that maturity have been sold.

The City acknowledges that, in making the representation set forth above, the Purchaser will rely on (i) the agreement of each underwriter to comply with the hold-the-offering-price rule, as set forth in an agreement among underwriters and the related pricing wires, (ii) in the event a selling group has been created in connection with the initial sale of the Bonds to the public, the agreement of each dealer who is a member of the selling group to comply with the hold-the-offering-price rule, as set forth in a selling group agreement and the related pricing wires, and (iii) in the event that an underwriter is a party to a retail distribution agreement that was employed in connection with the initial sale of the Bonds to the public, the agreement of each broker-dealer that is a party to such agreement to comply with the hold-the-offering-price rule, as set forth in the retail distribution agreement and the related pricing wires. The City further acknowledges that each underwriter shall be solely liable for its failure to comply with its agreement regarding the hold-the-offering-price rule and that no underwriter shall be liable for the failure of any other underwriter, or of any dealer who is a member of a selling group, or of any broker-dealer that is a party to a retail distribution agreement to comply with its corresponding agreement regarding the hold-the-offering-price rule as applicable to the Bonds.

By submitting a bid, each bidder confirms that: (i) any agreement among underwriters, any selling group agreement and each retail distribution agreement (to which the bidder is a party) relating to the initial sale of the Bonds to the public, together with the related pricing wires, contains or will contain language obligating each underwriter, each dealer who is a member of the selling group, and each broker-dealer that is a party to such retail distribution agreement, as applicable, to (A) report the prices at which it sells to the public the unsold Bonds of each maturity allotted to it until it is notified by the Purchaser that either the 10% test has been satisfied as to the Bonds of that maturity or all Bonds of that maturity have been sold to the public and (B) comply with the hold-the-offering-price rule, if applicable, in each case if and for so long as directed by the Purchaser and as set forth in the related pricing wires, and (ii) any agreement among underwriters relating to the initial sale of the Bonds to the public, together with the related pricing wires, contains or will contain language obligating each underwriter that is a party to a retail distribution agreement to be employed in connection with the initial sale of the Bonds to the public to require each broker-dealer that is a party to such retail distribution agreement to (A) report the prices at which it sells to the public the unsold Bonds of each maturity allotted to it until it is notified by the Purchaser or such underwriter that either the 10% test has been satisfied as to the Bonds of that maturity or all Bonds of that maturity have been sold to the public and (B) comply with the hold-the-offering-price rule, if applicable, in each case if and for so long as directed by the Purchaser or such underwriter and as set forth in the related pricing wires.

Sales of any Bonds to any person that is a related party to an underwriter shall not constitute sales to the public for purposes of the TERMS OF OFFERING. Further, for purposes of the TERMS OF OFFERING: (i) “public” means any person other than an underwriter or a related party, (ii) “underwriter” means (A) any person that agrees pursuant to a

written contract with the City (or with the lead underwriter to form an underwriting syndicate) to participate in the initial sale of the Bonds to the public and (B) any person that agrees pursuant to a written contract directly or indirectly with a person described in clause (A) to participate in the initial sale of the Bonds to the public (including a member of a selling group or a party to a retail distribution agreement participating in the initial sale of the Bonds to the public), (iii) a purchaser of any of the Bonds is a “related party” to an underwriter if the underwriter and the purchaser are subject, directly or indirectly, to (i) at least 50% common ownership of the voting power or the total value of their stock, if both entities are corporations (including direct ownership by one corporation of another), (ii) more than 50% common ownership of their capital interests or profits interests, if both entities are partnerships (including direct ownership by one partnership of another), or (iii) more than 50% common ownership of the value of the outstanding stock of the corporation or the capital interests or profit interests of the partnership, as applicable, if one entity is a corporation and the other entity is a partnership (including direct ownership of the applicable stock or interests by one entity of the other), and (iv) “sale date” means the date that the Bonds are awarded by the City to the Purchaser.

#### OFFICIAL STATEMENT

The City has authorized the preparation of a Preliminary Official Statement containing pertinent information relative to the Bonds. The Preliminary Official Statement will be further supplemented by offering prices, interest rates, selling compensation, aggregate principal amount, principal amount per maturity, anticipated delivery date and underwriter, together with any other information required by law or deemed appropriate by the City, shall constitute a Final Official Statement of the City with respect to the Bonds, as that term is defined in Rule 15c2-12 promulgated by the Securities and Exchange Commission under the Securities Exchange Act of 1934, as amended (the “Rule”). By awarding the Bonds to any underwriter or underwriting syndicate submitting an OFFICIAL BID FORM therefore, the City agrees that no more than seven (7) business days after the date of such award, it shall provide without cost to the senior managing underwriter of the syndicate to which the Bonds are awarded up to 20 copies of the Final Official Statement to permit each “Participating Underwriter” (as that term is defined in the Rule) to comply with the provisions of the Rule. The City shall treat the senior managing underwriter of the syndicate to which the Bonds are awarded as its designated agent for purposes of distributing copies of the Final Official Statement to the Participating Underwriter. Any underwriter executing and delivering an OFFICIAL BID FORM with respect to the Bonds, agrees thereby, if its bid is accepted by the City, (i) it shall accept such designation, and (ii) it shall enter into a contractual relationship with all Participating Underwriters of the Bonds for purposes of assuring the receipt by each such Participating Underwriter of the Final Official Statement.

#### CONTINUING DISCLOSURE

In order to permit bidders for the Bonds and other Participating Underwriters in the primary offering of the Bonds to comply with paragraph (b)(5) of the Rule, the City will covenant and agree, for the benefit of the registered holders or beneficial owners from time to time of the outstanding Bonds, in the resolution authorizing the issuance of the Bonds and the Continuing Disclosure Certificate, to provide Annual Report of specified information and notice of the occurrence of certain material events as hereinafter described (the “Undertakings”). The information to be provided on an annual basis, the events as to which notice is to be given, and a summary of other provisions of the Undertakings, including termination, amendment and remedies, are set forth as APPENDIX C to this Official Statement.

During the past five years, to the best of its knowledge, the City has complied in all material respects with its previous continuing disclosure Undertakings entered into under the Rule for outstanding general obligation debt and electric revenue debt.

However, regarding Mary Greeley Medical Center’s outstanding hospital revenue debt, the quarterly report for the quarter ended December 31, 2012 was timely filed on February 6, 2013, but was not properly linked to the Hospital Revenue Bonds, Series 2011 CUSIP numbers. This filing was corrected upon discovery on July 16, 2015.

Breach of the Undertakings will not constitute a default or an “Event of Default” under the Bonds or the resolution for the Bonds. A broker or dealer is to consider a known breach of the Undertakings, however, before recommending the purchase or sale of the Bonds in the secondary market. Thus, a failure on the part of the City to observe the Undertakings may adversely affect the transferability and liquidity of the Bonds and their market price.

## CUSIP NUMBERS

It is anticipated that Committee on Uniform Security Identification Procedures (“CUSIP”) numbers will be printed on the Bonds and the Purchaser must agree in the bid proposal to pay the cost thereof. In no event will the City, Bond Counsel or Municipal Advisor be responsible for the review or express any opinion that the CUSIP numbers are correct. Incorrect CUSIP numbers on said Bonds shall not be cause for the Purchaser to refuse to accept delivery of said Bonds.

BY ORDER OF THE CITY COUNCIL  
City of Ames, Iowa  
/s/ Duane Pitcher, Director of Finance  
515 Clark Avenue  
Ames, Iowa 50010

## SCHEDULE OF BOND YEARS

**\$11,970,000\***

**City of Ames, Iowa**

**General Obligation Corporate Purpose and Refunding Bonds, Series 2017A**

Bonds Dated: September 12, 2017

Interest Due: June 1, 2018 and each December 1 and June 1 to maturity

Principal Due: June 1, 2018-2029

<u>Year</u>	<u>Principal</u> *	<u>Bond Years</u>	<u>Cumulative Bond Years</u>
2018	\$1,665,000	1,197.88	1,197.88
2019	1,650,000	2,837.08	4,034.96
2020	1,690,000	4,595.86	8,630.82
2021	1,720,000	6,397.44	15,028.26
2022	610,000	2,878.86	17,907.13
2023	620,000	3,546.06	21,453.18
2024	630,000	4,233.25	25,686.43
2025	645,000	4,979.04	30,665.47
2026	660,000	5,754.83	36,420.31
2027	675,000	6,560.63	42,980.93
2028	695,000	7,450.01	50,430.94
2029	710,000	8,320.81	58,751.75

Average Maturity (dated date): 4.908 Years

\* Preliminary; subject to change.

# PRELIMINARY OFFICIAL STATEMENT

## CITY OF AMES, IOWA

### \$11,970,000\* General Obligation Corporate Purpose and Refunding Bonds, Series 2017A

#### INTRODUCTION

This Preliminary Official Statement contains information relating to the City of Ames, Iowa (the “City”) and its issuance of \$11,970,000\* General Obligation Corporate Purpose and Refunding Bonds, Series 2017A (the “Bonds”). This Preliminary Official Statement has been authorized by the City and may be distributed in connection with the sale of the Bonds authorized therein. Inquiries may be made to the City’s Municipal Advisor, PFM Financial Advisors LLC, 801 Grand Avenue, Suite 3300, Des Moines, Iowa, 50309, or by telephoning 515-243-2600. Information can also be obtained from Mr. Duane Pitcher, Director of Finance, City of Ames, 515 Clark Avenue, Ames, Iowa, 50010, or by telephoning 515-239-5114.

#### AUTHORITY AND PURPOSE

The Bonds are being issued pursuant to Division III of Chapter 384 of the Code of Iowa and a resolution to be adopted by the City Council. The Bonds are being issued for the purpose of paying the cost, to that extent, of constructing improvements to streets, sanitary and storm sewers, bridges, and related improvements. In addition, a portion of the funds will be used to current refund on September 22, 2017, \$4,285,000 of the City’s outstanding General Obligation Corporate Purpose Bonds, Series 2009B, originally dated October 29, 2009 (the “Series 2009B Bonds”).

<u>Name of Issue to be Refunded</u>	<u>Call Date</u>	<u>Call Price</u>	<u>Maturities to be Refunded</u>	<u>Principal Amount</u>	<u>Coupon</u>
Series 2009B Bonds	9/22/2017	100%	6/1/2018	\$1,015,000	3.00%
			6/1/2019	1,050,000	3.00%
			6/1/2020	1,090,000	3.50%
			6/1/2021	<u>1,130,000</u>	3.50%
			Total:	\$4,285,000	

The estimated sources and uses of the Bonds are as follows:

#### Sources of Funds

Par Amount of Bonds \$11,970,000.00\*

#### Uses of Funds

Deposit to Project Fund	\$7,521,000.00
Funds for Redemption of Series 2009B Bonds	4,285,000.00
Underwriter’s Discount	95,760.00
Cost of Issuance and Contingency	<u>68,240.00</u>
Total Uses	\$11,970,000.00*

\* Preliminary; subject to change.

#### OPTIONAL REDEMPTION

Bonds due after June 1, 2025 will be subject to call prior to maturity in whole, or from time to time in part, in any order of maturity and within a maturity by lot on said date or on any date thereafter at the option of the City, upon terms of par plus accrued interest to date of call. Written notice of such call shall be given at least thirty (30) days prior to the date fixed for redemption to the registered owners of the Bonds to be redeemed at the address shown on the registration books.



## **INTEREST ON THE BONDS**

Interest on the Bonds will be payable on June 1, 2018 and semiannually on the 1<sup>st</sup> day of December and June thereafter. Principal and interest shall be paid to the registered holder of a bond as shown on the records of ownership maintained by the Registrar as of the 15<sup>th</sup> day of the month preceding the interest payment date (the “Record Date”). Interest will be computed on the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to rules of the Municipal Securities Rulemaking Board.

## **PAYMENT OF AND SECURITY FOR THE BONDS**

The Bonds are general obligations of the City and the unlimited taxing powers of the City are irrevocably pledged for their payment. Upon issuance of the Bonds, the City will levy taxes for the years and in amounts sufficient to provide 100% of annual principal and interest due on all Bonds. If, however, the amount credited to the debt service fund for payment of the Bonds is insufficient to pay principal and interest, whether from transfers or from original levies, the City must use funds in its treasury and is required to levy ad valorem taxes upon all taxable property in the City without limit as to rate or amount sufficient to pay the debt service deficiency.

## **BOOK-ENTRY-ONLY ISSUANCE**

*The information contained in the following paragraphs of this subsection “Book-Entry-Only System” has been extracted from a schedule prepared by Depository Trust Company (“DTC”) entitled “SAMPLE OFFERING DOCUMENT LANGUAGE DESCRIBING BOOK-ENTRY-ONLY ISSUANCE.” The information in this section concerning DTC and DTC’s book-entry system has been obtained from sources that the City believes to be reliable, but the City takes no responsibility for the accuracy thereof.*

The Depository Trust Company (“DTC”), New York, NY, will act as securities depository for the securities (the “Securities”). The Securities will be issued as fully-registered securities registered in the name of Cede & Co. (DTC’s partnership nominee) or such other name as may be requested by an authorized representative of DTC. One fully-registered Security certificate will be issued for each issue of the Securities, each in the aggregate principal amount of such issue, and will be deposited with DTC. If, however, the aggregate principal amount of any issue exceeds \$500 million, one certificate will be issued with respect to each \$500 million of principal amount, and an additional certificate will be issued with respect to any remaining principal amount of such issue.

DTC, the world’s largest securities depository, is a limited-purpose trust company organized under the New York Banking Law, a “banking organization” within the meaning of the New York Banking Law, a member of the Federal Reserve System, a “clearing corporation” within the meaning of the New York Uniform Commercial Code, and a “clearing agency” registered pursuant to the provisions of Section 17A of the Securities Exchange Act of 1934. DTC holds and provides asset servicing for over 3.5 million issues of U.S. and non-U.S. equity issues, corporate and municipal debt issues, and money market instruments from over 100 countries that DTC’s participants (the “Direct Participants”) deposit with DTC. DTC also facilitates the post-trade settlement among Direct Participants of sales and other securities transactions in deposited securities, through electronic computerized book-entry transfers and pledges between Direct Participants’ accounts. This eliminates the need for physical movement of securities certificates. Direct Participants include both U.S. and non-U.S. securities brokers and dealers, banks, trust companies, clearing corporations, and certain other organizations. DTC is a wholly-owned subsidiary of The Depository Trust & Clearing Corporation (“DTCC”). DTCC is the holding company for DTC, National Securities Clearing Corporation and Fixed Income Clearing Corporation, all of which are registered clearing agencies. DTCC is owned by the users of its regulated subsidiaries. Access to the DTC system is also available to others such as both U.S. and non-U.S. securities brokers and dealers, banks, trust companies, and clearing corporations that clear through or maintain a custodial relationship with a Direct Participant, either directly or indirectly (the “Indirect Participants”). DTC has S&P Global Ratings: AA+. The DTC Rules applicable to its Participants are on file with the Securities and Exchange Commission. More information about DTC can be found at [www.dtcc.com](http://www.dtcc.com) and [www.dtc.org](http://www.dtc.org).

Purchases of Securities under the DTC system must be made by or through Direct Participants, which will receive a credit for the Securities on DTC’s records. The ownership interest of each actual purchaser of each Security (the “Beneficial Owner”) is in turn to be recorded on the Direct and Indirect Participants’ records. Beneficial Owners will

not receive written confirmation from DTC of their purchase. Beneficial Owners are, however, expected to receive written confirmations providing details of the transaction, as well as periodic statements of their holdings, from the Direct or Indirect Participant through which the Beneficial Owner entered into the transaction. Transfers of ownership interests in the Securities are to be accomplished by entries made on the books of Direct and Indirect Participants acting on behalf of Beneficial Owners. Beneficial Owners will not receive certificates representing their ownership interests in Securities, except in the event that use of the book-entry system for the Securities is discontinued.

To facilitate subsequent transfers, all Securities deposited by Direct Participants with DTC are registered in the name of DTC's partnership nominee, Cede & Co., or such other name as may be requested by an authorized representative of DTC. The deposit of Securities with DTC and their registration in the name of Cede & Co. or such other DTC nominee do not affect any change in beneficial ownership. DTC has no knowledge of the actual Beneficial Owners of the Securities; DTC's records reflect only the identity of the Direct Participants to whose accounts such Securities are credited, which may or may not be the Beneficial Owners. The Direct and Indirect Participants will remain responsible for keeping account of their holdings on behalf of their customers.

Conveyance of notices and other communications by DTC to Direct Participants, by Direct Participants to Indirect Participants, and by Direct Participants and Indirect Participants to Beneficial Owners will be governed by arrangements among them, subject to any statutory or regulatory requirements as may be in effect from time to time. Beneficial Owners of Securities may wish to take certain steps to augment the transmission to them of notices of significant events with respect to the Securities, such as redemptions, tenders, defaults, and proposed amendments to the Security documents. For example, Beneficial Owners of Securities may wish to ascertain that the nominee holding the Securities for their benefit has agreed to obtain and transmit notices to Beneficial Owners. In the alternative, Beneficial Owners may wish to provide their names and addresses to the registrar and request that copies of notices be provided directly to them.

Redemption notices shall be sent to DTC. If less than all of the Securities within an issue are being redeemed, DTC's practice is to determine by lot the amount of the interest of each Direct Participant in such issue to be redeemed.

Neither DTC nor Cede & Co., nor any other DTC nominee, will consent or vote with respect to Securities unless authorized by a Direct Participant in accordance with DTC's MMI Procedures. Under its usual procedures, DTC mails an Omnibus Proxy to the City as soon as possible after the record date. The Omnibus Proxy assigns Cede & Co.'s consenting or voting rights to those Direct Participants to whose accounts Securities are credited on the record date identified in a listing attached to the Omnibus Proxy.

Redemption proceeds, distributions, and dividend payments on the Securities will be made to Cede & Co., or such other nominee as may be requested by an authorized representative of DTC. DTC's practice is to credit Direct Participants' accounts upon DTC's receipt of funds and corresponding detail information from the City or Agent, on payable date in accordance with their respective holdings shown on DTC's records. Payments by Participants to Beneficial Owners will be governed by standing instructions and customary practices, as is the case with securities held for the accounts of customers in bearer form or registered in "street name," and will be the responsibility of such Participant and not of DTC, Agent, or the City, subject to any statutory or regulatory requirements as may be in effect from time to time. Payment of redemption proceeds, distributions, and dividend payments to Cede & Co., or such other nominee as may be requested by an authorized representative of DTC, is the responsibility of the City or Agent, disbursement of such payments to Direct Participants will be the responsibility of DTC, and disbursement of such payments to the Beneficial Owners will be the responsibility of Direct and Indirect Participants.

A Beneficial Owner shall give notice to elect to have its Securities purchased or tendered, through its Participant, to Remarketing Agent, and shall effect delivery of such Securities by causing the Direct Participant to transfer the Participant's interest in the Securities, on DTC's records, to Remarketing Agent. The requirement for physical delivery of Securities in connection with an optional tender or a mandatory purchase will be deemed satisfied when the ownership rights in the Securities are transferred by Direct Participants on DTC's records and followed by a book-entry credit of tendered Securities to Remarketing Agent's DTC account.

DTC may discontinue providing its services as depository with respect to the Securities at any time by giving reasonable notice to the City or Agent. Under such circumstances, in the event that a successor depository is not obtained, Security certificates are required to be printed and delivered.

The City may decide to discontinue use of the system of book-entry-only transfers through DTC (or a successor securities depository). In that event, Security certificates will be printed and delivered to DTC.

The information in this section concerning DTC and DTC's book-entry system has been obtained from sources that the City believes to be reliable, but the City takes no responsibility for the accuracy thereof.

## **FUTURE FINANCING**

The City does not anticipate issuing any addition general obligation debt within 90 days of the date of this Preliminary Official Statement.

## **LITIGATION**

The City is not aware of any threatened or pending litigation affecting the validity of the Bonds or the City's ability to meet its financial obligations.

At closing, the City will certify that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the Bonds, or the titles of the City officers to their respective positions, or the validity of the Bonds, or the power and duty of the Bonds to provide and apply adequate taxes for the full and prompt payment of the principal and interest of the Bonds, and that no measure or provision for the authorization or issuance of the Bonds has been repealed or rescinded."

## **DEBT PAYMENT HISTORY**

The City knows of no instance in which they have defaulted in the payment of principal and interest on its debt.

## **LEGAL MATTERS**

Legal matters incident to the authorization, issuance and sale of the Bonds and with regard to the tax-exempt or taxable status of the interest thereon (see "TAX EXEMPTION AND RELATED CONSIDERATIONS" herein) are subject to the approving legal opinion of Dorsey & Whitney LLP, Des Moines, Iowa, Bond Counsel, a form of which is attached hereto as APPENDIX A. Signed copies of the opinion, dated and premised on law in effect as of the date of original delivery of the Bonds, will be delivered to the Purchaser at the time of such original delivery. The Bonds are offered subject to prior sale and to the approval of legality of the Bonds by Bond Counsel.

The legal opinion will express the professional judgment of Bond Counsel and by rendering a legal opinion, Bond Counsel does not become an insurer or guarantor of the result indicated by that expression of professional judgment or of the transaction or the future performance of the parties to the transaction.

Bond Counsel has not been engaged, nor has it undertaken, to prepare or to independently verify the accuracy of the Preliminary Official Statement, including but not limited to financial or statistical information of the City and risks associated with the purchase of the Bonds, except Bond Counsel has reviewed and/or prepared the information and statements contained in the Preliminary Official Statement under "AUTHORITY AND PURPOSE", "PAYMENT OF AND SECURITY FOR THE BONDS", and "TAX EXEMPTION AND RELATED CONSIDERATIONS" insofar as such statements contained under such captions purport to summarize certain provisions of the Internal Revenue Code of 1986, the Bonds and any opinions rendered by Bond Counsel. Bond Counsel has prepared the documents contained in APPENDIX A and APPENDIX C.

## **TAX EXEMPTION AND RELATED CONSIDERATIONS**

Federal Income Tax Exemption: The opinion of Bond Counsel will state that under present laws and rulings, interest on the Bonds (including any original issue discount properly allocable to an owner thereof) is excluded from gross income for federal income tax purposes, and is not an item of tax preference for purposes of the federal alternative minimum tax imposed on individuals and corporations under the Internal Revenue Code of 1986, as amended (the “Code”), provided, however, that such interest must be taken into account in determining adjusted current earnings for the purpose of computing the alternative minimum tax imposed on corporations (as defined for federal income tax purposes).

The opinion set forth in the preceding sentence will be subject to the condition that the City comply with all requirements of the Code that must be satisfied subsequent to the issuance of the Bonds in order that interest thereon be, or continue to be, excluded from gross income for federal income tax purposes. Failure to comply with certain of such requirements may cause the inclusion of interest on the Bonds in gross income for federal income tax purposes to be retroactive to the date of issuance of the Bonds. In the resolution for the Bonds, the City will covenant to comply with all such requirements.

There may be certain other federal tax consequences to the ownership of the Bonds by certain taxpayers, including without limitation, corporations subject to the branch profits tax, financial institutions, certain insurance companies, certain S corporations, individual recipients of Social Security and Railroad Retirement benefits and taxpayers who may be deemed to have incurred (or continued) indebtedness to purchase or carry tax-exempt obligations. Bond Counsel will express no opinion with respect to other federal tax consequences to owners of the Bonds. Prospective purchasers of such Bonds should consult with their tax advisors as to such matters.

Qualified Tax-Exempt Obligations: In the resolution authorizing the issuance of the Bonds, the City will designate the Bonds as “qualified tax exempt obligations” within the meaning of Section 265(b)(3) of the Code relating to the ability of financial institutions to deduct from income for federal income tax purposes a portion of the interest expense that is allocable to tax-exempt obligations. In the opinion of Bond Counsel, the Bonds are “qualified tax-exempt obligations” within the meaning of Section 265(b)(3) of the Code.

Proposed Changes in Federal and State Tax Law: From time to time, there are Presidential proposals, proposals of various federal committees, and legislative proposals in the Congress and in the states that, if enacted, could alter or amend the federal and state tax matters referred to herein or adversely affect the marketability or market value of the Bonds or otherwise prevent holders of the Bonds from realizing the full benefit of the tax exemption of interest on the Bonds. Further, such proposals may impact the marketability or market value of the Bonds simply by being proposed. No prediction is made whether such provisions will be enacted as proposed or concerning other future legislation affecting the tax treatment of interest on the Bonds. In addition, regulatory actions are from time to time announced or proposed and litigation is threatened or commenced which, if implemented or concluded in a particular manner, could adversely affect the market value, marketability or tax status of the Bonds. It cannot be predicted whether any such regulatory action will be implemented, how any particular litigation or judicial action will be resolved, or whether the Bonds would be impacted thereby.

Purchaser of the Bonds should consult their tax advisors regarding any pending or proposed legislation, regulatory initiatives or litigation. The opinions expressed by Bond Counsel are based upon existing legislation and regulations as interpreted by relevant judicial and regulatory authorities as of the date of issuance and delivery of the Bonds, and Bond Counsel has expressed no opinion as of any date subsequent thereto or with respect to any proposed or pending legislation, regulatory initiatives or litigation.

Original Issue Discount: The Bonds maturing in the years \_\_\_\_ through \_\_\_\_ (collectively, the “Discount Bonds”) are being sold at a discount from the principal amount payable on such Bonds at maturity. The difference between the price at which a substantial amount of the Discount Bonds of a given maturity is first sold to the public (the “Issue Price”) and the principal amount payable at maturity constitutes “original issue discount” under the Code. The amount of original issue discount that accrues to a holder of a Discount Bond under section 1288 of the Code is excluded from federal gross income to the same extent that stated interest on such Discount Bond would be so excluded. The amount of the original issue discount that accrues with respect to a Discount Bond under section 1288 is added to the owner’s federal tax basis in determining gain or loss upon disposition of such Discount Bond (whether by sale, exchange, redemption or payment at maturity).

Interest in the form of original issue discount accrues under section 1288 pursuant to a constant yield method that reflects semiannual compounding on dates that are determined by reference to the maturity date of the Discount Bond. The amount of original issue discount that accrues for any particular semiannual accrual period generally is equal to the excess of (1) the product of (a) one-half of the yield on such Discount Bonds (adjusted as necessary for an initial short period) and (b) the adjusted issue price of such Discount Bonds, over (2) the amount of stated interest actually payable. For purposes of the preceding sentence, the adjusted issue price is determined by adding to the Issue Price for such Discount Bonds the original issue discount that is treated as having accrued during all prior semiannual accrual periods. If a Discount Bond is sold or otherwise disposed of between semiannual compounding dates, then the original issue discount that would have accrued for that semiannual accrual period for federal income tax purposes is allocated ratably to the days in such accrual period.

An owner of a Discount Bond who disposes of such Discount Bond prior to maturity should consult owner's tax advisor as to the amount of original issue discount accrued over the period held and the amount of taxable gain or loss upon the sale or other disposition of such Discount Bond prior to maturity.

Owners who purchase Discount Bonds in the initial public offering but at a price different than the Issue Price should consult their own tax advisors with respect to the tax consequences of the ownership Discount Bonds.

The Code contains provisions relating to the accrual of original issue discount in the case of subsequent purchasers of bonds such as the Discount Bonds. Owners who do not purchase Discount Bonds in the initial offering should consult their own tax advisors with respect to the tax consequences of the ownership of the Discount Bonds.

Original issue discount that accrues in each year to an owner of a Discount Bond may result in collateral federal income tax consequences to certain taxpayers. No opinion is expressed as to state and local income tax treatment of original issue discount. All owners of Discount Bonds should consult their own tax advisors with respect to the federal, state, local and foreign tax consequences associated with the purchase, ownership, redemption, sale or other disposition of Discount Bonds.

Original Issue Premium: The Bonds maturing in the years \_\_\_\_ through \_\_\_\_ are being issued at a premium to the principal amount payable at maturity. Except in the case of dealers, which are subject to special rules, Bondholders who acquire Bonds at a premium must, from time to time, reduce their federal tax bases for the Bonds for purposes of determining gain or loss on the sale or payment of such Bonds. Premium generally is amortized for federal income tax purposes on the basis of a bondholder's constant yield to maturity or to certain call dates with semiannual compounding. Bondholders who acquire any Bonds at a premium might recognize taxable gain upon sale of the Bonds, even if such Bonds are sold for an amount equal to or less than their any original cost. Amortized premium is not deductible for federal income tax purposes. Bondholders who acquire any Bonds at a premium should consult their tax advisors concerning the calculation of bond premium and the timing and rate of premium amortization, as well as the state and local tax consequences of owning and selling the Bonds acquired at a premium.

## **BONDHOLDERS' RISKS**

An investment in the Bonds is subject to certain risks. No person should purchase the Bonds unless such person understands the risks described below and is willing to bear those risks. There may be other risks not listed below which may adversely affect the value of the Bonds. An investment in the Bonds involves an element of risk. In order to identify risk factors and make an informed investment decision, potential investors should be thoroughly familiar with this entire Preliminary Official Statement (including the Appendices hereto) in order to make a judgment as to whether the Bonds are an appropriate investment.

Secondary Market Not Established: There is no established secondary market for the Bonds, and there is no assurance that a secondary market will develop for the purchase and sale of the Bonds. Prices of municipal bonds traded in the secondary market, if any, are subject to adjustment upward and downward in response to changes in the credit markets and changes in the operating performance of the entities operating the facilities subject to bonded indebtedness. From time to time it may be necessary to suspend indefinitely secondary market trading in selected issues of municipal bonds as a result of the financial condition or market position, prevailing market conditions, lack of adequate current financial

information about the entity, operating the subject facilities, or a material adverse change in the operations of that entity, whether or not the subject bonds are in default as to principal and interest payments, and other factors which, may give rise to uncertainty concerning prudent secondary market practices.

Municipal bonds are generally viewed as long-term investments, subject to material unforeseen changes in the investor's circumstances, and may require commitment of the investor's funds for an indefinite period of time, perhaps until maturity.

Ratings Loss: Moody's Investors Service, Inc. ("Moody's") has assigned a rating of '\_\_\_\_' to the Bonds. Generally, a rating agency bases its rating on the information and materials furnished to it and on investigations, studies and assumptions of its own. There is no assurance that the rating will continue for any given period of time, or that such rating will not be revised, suspended or withdrawn, if, in the judgment of Moody's, circumstances so warrant. A revision, suspension or withdrawal of a rating may have an adverse effect on the market price of the Bonds.

Rating agencies are currently not regulated by any regulatory body. Future regulation of rating agencies could materially alter the methodology, rating levels, and types of ratings available, for example, and these changes, if ever, could materially affect the market value of the Bonds.

Matters Relating to Enforceability: Holders of the Bonds shall have and possess all the rights of action and remedies afforded by the common law, the Constitution and statutes of the State of Iowa and of the United States of America for the enforcement of payment of the Bonds, including but not limited to, the right to a proceeding in the law or in equity by suit, action or mandamus to enforce and compel performance of the duties required by Iowa law and the resolution for the Bonds.

The practical realization of any rights upon any default will depend upon the exercise of various remedies specified in the resolution for the Bonds. The opinion to be delivered concurrently with the delivery of the Bonds will be qualified as to the enforceability of the various legal instruments by limitations imposed by general principals of equity and public policy and by bankruptcy, reorganization, insolvency or other similar laws affecting the rights of creditors generally.

No representation is made, and no assurance is given that the enforcement of any remedies with respect to such assets will result in sufficient funds to pay all amounts due under the resolution for the Bonds, including principal of and interest on the Bonds.

Forward-Looking Statements: This Preliminary Official Statement contains statements relating to future results that are "forward-looking statements" as defined in the Private Securities Litigation Reform Act of 1995. When used in this Preliminary Official Statement, the words "estimate," "forecast," "intend," "expect" and similar expressions identify forward-looking statements. Any forward-looking statement is subject to uncertainty. Accordingly, such statements are subject to risks that could cause actual results to differ, possibly materially, from those contemplated in such forward-looking statements. Inevitably, some assumptions used to develop forward-looking statements will not be realized or unanticipated events and circumstances may occur. Therefore, investors should be aware there are likely to be differences between forward-looking statements and the actual results. These differences could be material and could impact the availability of funds of the City to pay debt service when due on the Bonds.

Tax Matters and Loss of Tax Exemption: As discussed under the heading "TAX EXEMPTION AND RELATED CONSIDERATIONS" herein, the interest on the Bonds could become includable in gross income for purposes of federal income taxation retroactive to the date of delivery of the Bonds, as a result of acts or omissions of the City in violation of its covenants in the resolution for the Bonds. Should such an event of taxability occur, the Bonds would not be subject to a special prepayment and would remain outstanding until maturity or until prepaid under the prepayment provisions contained in the Bonds, and there is no provision for an adjustment of the interest rate on the Bonds.

It is possible that further legislation will be proposed or introduced that could result in changes in the way that tax exemption is calculated, or whether interest on certain securities are exempt from taxation at all. Prospective purchasers should consult with their own tax advisors regarding any pending or proposed federal income tax legislation. The likelihood of legislation being enacted cannot be reliably predicted.

It is also possible actions of the City after the closing of the Bonds will alter the tax status of the Bonds, and, in the extreme, remove the tax exempt status from the Bonds. In that instance, the Bonds are not subject to mandatory prepayment and the interest rate on the Bonds does not increase or otherwise reset. A determination of taxability on the Bonds, after closing of the Bonds, could materially adversely affect the value and marketability of the Bonds.

Pending Federal Tax Legislation: From time to time, there are Presidential proposals, proposals of various federal committees, and legislative proposals pending in Congress that could, if enacted, alter or amend one or more of the federal (or state) tax matters described herein in certain respects or would adversely affect the market value of the Bonds or otherwise prevent holders of the Bonds from realizing the full benefit of the tax exemption of interest on the Bonds. Further, such proposals may impact the marketability or market value of the Bonds simply by being proposed. It cannot be predicted whether or in what forms any of such proposals, either pending or that may be introduced, may be enacted and there can be no assurance that such proposals will not apply to the Bonds. In addition regulatory actions are from time to time announced or proposed and litigation threatened or commenced, which if implemented or concluded in a particular manner, could adversely affect the market value, marketability or tax status of the Bonds. It cannot be predicted whether any such regulatory action will be implemented, how any particular litigation or judicial action will be resolved, or whether the Bonds would be impacted thereby.

Tax Levy Procedures: The Bonds are general obligations of the City, payable from and secured by a continuing ad valorem tax levied against all of the property valuation within the City. As part of the budgetary process each fiscal year, the City will have an obligation to request a debt service levy to be applied against all of the taxable property within the City. A failure on the part of the City to make a timely levy request or a levy request by the City that is inaccurate or is insufficient to make full payments of the debt service of the Bonds for a particular fiscal year may cause bondholders to experience a delay in the receipt of distributions of principal of and/or interest on the Bonds. In the event of a default in the payment of principal of or interest on the Bonds, there is no provision for acceleration of maturity of the principal of the Bonds. Consequently, the remedies of the owners of the Bonds (consisting primarily of an action in the nature of mandamus requiring the City and certain other public officials to perform the terms of the resolution for the Bonds) may have to be enforced from year to year.

DTC-Beneficial Owners: Beneficial Owners of the Bonds may experience some delay in the receipt of distributions of principal of and interest on the Bonds since such distributions will be forwarded by the Registrar to DTC and DTC will credit such distributions to the accounts of the Participants which will, thereafter, credit them to the accounts of the Beneficial Owner either directly or indirectly through indirect Participants. Neither the City nor the Registrar will have any responsibility or obligation to assure any such notice or payment is forwarded by DTC to any Participants or by any Participant to any Beneficial Owner.

In addition, since transactions in the Bonds can be effected only through DTC Participants, indirect participants and certain banks, the ability of a Beneficial Owner to pledge the Bonds to persons or entities that do not participate in the DTC system, or otherwise to take actions in respect of such Bonds, may be limited due to lack of a physical certificate. Beneficial Owners will be permitted to exercise the rights of registered Owners only indirectly through DTC and the Participants. See “Book-Entry Only Issuance.”

Summary: The foregoing is intended only as a summary of certain risk factors attendant to an investment in the Bonds. In order for potential investors to identify risk factors and make an informed investment decision, potential investors should become thoroughly familiar with this entire Preliminary Official Statement and the Appendices hereto to make a judgment as to whether the Bonds are an appropriate investment.

## **RATING**

The City has requested a rating on the Bonds from Moody’s Investors Services (“Moody’s”). Currently, Moody’s rates the City’s outstanding General Obligation long-term debt ‘Aa1’. The existing ratings on long-term debt reflect only the view of the rating agency and any explanation of the significance of such rating may only be obtained from Moody’s. There is no assurance such rating will continue for any period of time or that it will not be revised or withdrawn. Any revision or withdrawal of the rating may have an effect on the market price of the Bonds.

## **MUNICIPAL ADVISOR**

The City has retained PFM Financial Advisors LLC, Des Moines, Iowa as municipal advisor (the “Municipal Advisor”) in connection with the preparation of the issuance of the Bonds. In preparing the Preliminary Official Statement, the Municipal Advisor has relied on government officials and other sources to provide accurate information for disclosure purposes. The Municipal Advisor is not obligated to undertake, and has not undertaken, an independent verification of the accuracy, completeness or fairness of the information contained in this Preliminary Official Statement. PFM Financial Advisors LLC is an independent advisory firm and is not engaged in the business of underwriting, trading or distributing municipal securities or other public securities.

## **CONTINUING DISCLOSURE**

In order to permit bidders for the Bonds and other Participating Underwriters in the primary offering of the Bonds to comply with paragraph (b)(5) of Rule 15c2-12 promulgated by the Securities and Exchange Commission under the Securities Exchange Act of 1934, as amended (the “Rule”), the City will covenant and agree, for the benefit of the registered holders or beneficial owners from time to time of the outstanding Bonds, in the resolution authorizing the issuance of the Bonds and the Continuing Disclosure Certificate, to provide Annual Report of specified information and notice of the occurrence of certain material events as hereinafter described (the “Undertakings”). The information to be provided on an annual basis, the events as to which notice is to be given, and a summary of other provisions of the Undertakings, including termination, amendment and remedies, are set forth as APPENDIX C to this Official Statement.

During the past five years, to the best of its knowledge, the City has complied in all material respects with its previous continuing disclosure Undertakings entered into under the Rule for outstanding general obligation debt and electric revenue debt.

However, regarding Mary Greeley Medical Center’s outstanding hospital revenue debt, the quarterly report for the quarter ended December 31, 2012 was timely filed on February 6, 2013, but was not properly linked to the Hospital Revenue Bonds, Series 2011 CUSIP numbers. This filing was corrected upon discovery on July 16, 2015.

Breach of the Undertakings will not constitute a default or an “Event of Default” under the Bonds or the resolution for the Bonds. A broker or dealer is to consider a known breach of the Undertakings, however, before recommending the purchase or sale of the Bonds in the secondary market. Thus, a failure on the part of the City to observe the Undertakings may adversely affect the transferability and liquidity of the Bonds and their market price.

## **CERTIFICATION**

The City has authorized the distribution of this Preliminary Official Statement for use in connection with the initial sale of the Bonds. I have reviewed the information contained within the Preliminary Official Statement prepared on behalf of the City by PFM Financial Advisors LLC, Des Moines, Iowa, and to the best of our knowledge, information and belief, said Preliminary Official Statement does not contain any material misstatements of fact nor omission of any material fact regarding the issuance of \$11,970,000\* General Obligation Corporate Purpose and Refunding Bonds, Series 2017A.

CITY OF AMES, IOWA  
/s/ Duane Pitcher, Director of Finance

\* Preliminary; subject to change.



## CITY PROPERTY VALUATIONS

### IOWA PROPERTY VALUATIONS

In compliance with Section 441.21 of the Code of Iowa, the State Director of Revenue annually directs the county auditors to apply prescribed statutory percentages to the assessments of certain categories of real property. The Story County Auditors adjusted the final Actual Values for 2016. The reduced values, determined after the application of rollback percentages, are the taxable values subject to tax levy. For assessment year 2016, the taxable value rollback rate was 56.9391% of actual value for residential property; 82.500% of actual value for multiresidential property; 47.4996% of actual value for agricultural property; and 90% of actual value for commercial, industrial, and railroad property. No adjustment was ordered for utility property because its assessed value did not increase enough to qualify for reduction. Utility property is limited to an 8% annual growth.

The Legislature's intent has been to limit the growth of statewide taxable valuations for the specific classes of property to 3% annually. Political subdivisions whose taxable values are thus reduced or are unusually low in growth are allowed to appeal the valuations to the State Appeal Board, in order to continue to fund present services.

### PROPERTY VALUATIONS (1/1/2016 Valuations for Taxes Payable July 1, 2017 through June 30, 2018)

	<u>100% Actual Value</u>	<u>Taxable Value (With Rollback)</u>
Residential	\$3,041,000,690	\$1,731,394,279
Commercial	787,737,834	705,942,764
Industrial	152,245,900	137,021,310
Multiresidential	132,869,200	109,617,206
Railroads	8,192,600	7,373,340
Utilities w/o Gas & Electric	5,137,021	5,137,021
Other	<u>609,200</u>	<u>609,200</u>
Gross valuation	\$4,127,792,445	\$2,697,095,120
Less military exemption	<u>(2,323,334)</u>	<u>(2,323,334)</u>
Net valuation	\$4,125,469,111	\$2,694,771,786
TIF Increment	\$30,501,176	\$30,501,176
Taxed separately		
Ag. Land & Building	\$3,652,300	\$1,734,798
Gas & Electric Utilities	\$24,927,847	\$6,668,962

### 2016 GROSS TAXABLE VALUATION BY CLASS OF PROPERTY <sup>1)</sup>

	<u>Taxable Valuation</u>	<u>Percent of Total</u>
Residential	\$1,731,394,279	64.04%
Multiresidential	109,617,206	4.05%
Gas & Electric Utilities	6,668,962	0.25%
Commercial, Industrial, Railroads, Utility and Other	<u>856,083,635</u>	<u>31.66%</u>
Total Gross Taxable Valuation	\$2,703,764,082	100.00%

1) Excludes Taxable TIF Increment and Ag. Land & Buildings.

## TREND OF VALUATIONS

<u>Assessment Year</u>	<u>Payable Fiscal Year</u>	<u>100% Actual Valuation</u>	<u>Taxable Valuation (With Rollback)</u>	<u>Taxable TIF Increment</u>
2012	2013-14	\$3,539,464,142	\$2,325,969,651	\$447,669
2013	2014-15	3,607,945,166	2,353,356,218	1,646,350
2014	2015-16	3,793,802,326	2,444,958,642	1,827,450
2015	2016-17	4,055,993,730	2,603,065,698	10,883,485
2016	2017-18	4,184,550,434	2,701,440,748	30,501,176

The 100% Actual Valuation, before rollback and after the reduction of military exemption, includes Ag. Land & Buildings, Taxable TIF Increment and Gas & Electric Utilities. The Taxable Valuation, with the rollback and after the reduction of military exemption, includes Gas & Electric Utilities and excludes Ag. Land & Buildings and Taxable TIF Increment. Iowa cities certify operating levies against Taxable Valuation excluding Taxable TIF Increment and debt service levies are certified against Taxable Valuation including the Taxable TIF Increment.

## LARGER TAXPAYERS

Set forth in the following table are the persons or entities which represent larger taxpayers within the boundaries of the City, as provided by the Story County Auditor's Office. No independent investigation has been made of and no representation is made herein as to the financial condition of any of the taxpayers listed below or that such taxpayers will continue to maintain their status as major taxpayers in the City. With the exception of the electric and natural gas provider noted below (which is subject to an excise tax in accordance with Iowa Code chapter 437A), the City's mill levy is uniformly applicable to all of the properties included in the table, and thus taxes expected to be received by the City from such taxpayers will be in proportion to the assessed valuations of the properties. The total tax bill for each of the properties is dependent upon the mill levies of the other taxing entities which overlap the properties.

<u>Taxpayer</u> <sup>1)</sup>	<u>Type of Property/Business</u>	<u>1/1/2016</u> <sup>2)</sup> <u>Taxable Valuation</u>
Iowa State University Research Park	Commercial	\$61,764,958
Barilla America Inc.	Industrial	33,167,250
Campus Investors IS LLC	Commercial	32,311,823
Clinic Building Company, Inc.	Commercial	25,235,880
GPT Ames Owner LLC	Commercial	21,346,650
Threshold NGM LP 51%	Commercial	19,019,520
Wal-Mart Stores, Inc. – Store 4256-00	Commercial	18,810,000
Dayton Park LLC	Commercial	18,556,724
CB at Ames LLC	Multiresidential	16,506,726
University West Property Owner LLC	Commercial	15,714,689

1) This list represents some of the larger taxpayers in the City, not necessarily the 10 largest taxpayers.

2) The January 1, 2016 Taxable valuations listed represents only those valuations associated with the title holder and may not necessarily represent the entire taxable valuation.

Source: Story County Auditor

## PROPERTY TAX LEGISLATION

During the 2013 legislative session, the Iowa General Assembly enacted Senate File 295 (the “Act”), which the Governor signed into law on June 12, 2013. Among other things, the Act (i) reduced the maximum annual taxable value growth percent, due to revaluation of existing residential and agricultural property to 3%, (ii) assigned a “rollback” (the percentage of a property’s value that is subject to tax) to commercial, industrial and railroad property of 90%, (iii) created a new property tax classification for multi-residential properties (mobile home parks, manufactured home communities, land-lease communities, assisted living facilities and property primarily used or intended for human habitation containing three or more separate dwelling units) (“Multiresidential Property”), and assigned a declining rollback percentage of 3.75% to such properties for each year until the 2021 assessment year (the rollback percentage for Multiresidential Properties is equal to the residential rollback percentage in the 2022 assessment year and thereafter) and (iv) exempted a specified portion of the assessed value of telecommunication properties.

The Act included a standing appropriation to replace some of the tax revenues lost by local governments, including tax increment districts, resulting from the new rollback for commercial and industrial property. Beginning in Fiscal Year 2017-18 the standing appropriation cannot exceed the actual Fiscal Year 2016-17 appropriation amount. The appropriation does not replace losses to local governments resulting from the Act’s provisions that reduce the annual revaluation growth limit for residential and agricultural properties to 3%, the gradual transition for Multiresidential Property to the residential rollback percentage, or the reduction in the percentage of telecommunications property that is subject to taxation.

Given the wide scope of the statutory changes, and the State of Iowa’s discretion in establishing the annual replacement amount that is appropriated each year commencing in Fiscal Year 2017-18, the impact of the Act on the City’s future property tax collections is uncertain and the City is unable to accurately assess the financial impact of the Act’s provisions on the City’s future operations.

Notwithstanding any decrease in property tax revenues that may result from the Act, Iowa Code section 76.2 provides that when an Iowa political subdivision issues general obligation bonds, “the governing authority of these political subdivisions before issuing bonds shall, by resolution, provide for the assessment of an annual levy upon all the taxable property in the political subdivision sufficient to pay the interest and principal of the bonds within a period named not exceeding twenty years. A certified copy of this resolution shall be filed with the county auditor or the auditors of the counties in which the political subdivision is located; and the filing shall make it a duty of the auditors to enter annually this levy for collection from the taxable property within the boundaries of the political subdivision until funds are realized to pay the bonds in full.”

From time to time, other legislative proposals may be considered by the Iowa General Assembly that would, if enacted, alter or amend one or more of the property tax matters described in this Official Statement. It cannot be predicted whether or in what forms any of such proposals may be enacted, and there can be no assurance that such proposals will not apply to valuation, assessment or levy procedures for the levy of taxes by the City.

## CITY INDEBTEDNESS

### DEBT LIMIT

Article XI, Section 3 of the State of Iowa Constitution limits the amount of debt outstanding at any time of any county, municipality or other political subdivision to no more than 5% of the Actual Value of all taxable property within the corporate limits, as taken from the last state and county tax list. The debt limit for the City, based on its 2016 Actual Valuation currently applicable to the Fiscal Year 2017-18, is as follows:

2016 Gross Actual Valuation of Property	\$4,184,550,434 <sup>1)</sup>
Legal Debt Limit of 5%	<u>0.05</u>
Legal Debt Limit	\$209,227,522
Less: G.O. Debt Subject to Debt Limit	(75,915,000) *
Less: Other Debt Subject to Debt Limit	<u>(228,300) <sup>2)</sup></u>
Net Debt Limit	\$133,084,222 *

1) Actual Valuation of property as reported by the Iowa Department of Management for the Fiscal Year 2017-18.

2) Other Debt Subject to Debt Limit includes TIF rebate agreement payments appropriated for Fiscal Year 2017-18.

### DIRECT DEBT

#### General Obligation Debt Paid by Taxes and Other Sources <sup>1)</sup> (Includes the Bonds)

<u>Date of Issue</u>	<u>Original Amount</u>	<u>Purpose</u>	<u>Final Maturity</u>	<u>Principal Outstanding As of 9/12/17</u>
10/09B	\$11,165,000	Capital Improvement Projects	6/17	\$0 <sup>2)</sup>
9/10A	6,690,000	Capital Improvement Projects	6/22	3,090,000
5/11A	5,980,000	Refunding Series 2002A, 2002B & 2003	6/21	960,000
11/11B	6,675,000	Corporate Purpose Improvements	6/23	3,510,000
10/12	12,660,000	Corporate Purpose Improvements	6/32	8,645,000
5/13	22,540,000	Corporate Purpose Improvements & Refunding	6/32	15,935,000
9/14	9,695,000	Corporate Purpose Improvements	6/26	7,325,000
9/15A	18,445,000	Corporate Purpose Improvements & Refunding	6/35	14,100,000
9/16A	12,705,000	Corporate Purpose Improvements & Refunding	6/28	10,380,000
9/17A	11,970,000*	Corporate Purpose Improvements & Refunding	6/29	<u>11,970,000</u> *
<b>Total</b>				<b>\$75,915,000 *</b>

1) The City's general obligation debt is abated by tax increment reimbursements, water revenues, sewer revenues, airport revenues, resource recovery revenues and special assessments.

2) The 2018 through 2021 maturities of the Series 2009B Bonds are being current refunded by the Bonds on September 22, 2017.

\* Preliminary; subject to change.

**Annual Fiscal Year Debt Service Payments (Includes the Bonds)**

Fiscal Year	<u>Existing Debt</u>		<u>Bonds</u>		<u>Total Outstanding</u>	
	<u>Principal</u>	<u>Principal and Interest</u>	<u>Principal*</u>	<u>Principal and Interest*</u>	<u>Principal*</u>	<u>Principal and Interest*</u>
2017-18	\$7,920,000	\$9,927,458	\$1,665,000	\$1,834,894	\$9,585,000	\$11,762,352
2018-19	7,665,000	9,355,966	1,650,000	1,861,005	9,315,000	11,216,971
2019-20	6,900,000	8,325,049	1,690,000	1,873,945	8,590,000	10,198,994
2020-21	6,275,000	7,473,549	1,720,000	1,874,877	7,995,000	9,348,426
2021-22	6,235,000	7,272,344	610,000	733,745	6,845,000	8,006,089
2022-23	5,740,000	6,584,864	620,000	732,033	6,360,000	7,316,897
2023-24	5,230,000	5,899,994	630,000	729,385	5,860,000	6,629,379
2024-25	4,305,000	4,830,919	645,000	730,903	4,950,000	5,561,822
2025-26	3,710,000	4,110,019	660,000	731,197	4,370,000	4,841,216
2026-27	3,140,000	3,432,044	675,000	730,159	3,815,000	4,162,203
2027-28	1,935,000	2,132,844	695,000	733,014	2,630,000	2,865,858
2028-29	1,125,000	1,273,244	<u>710,000</u>	729,596	1,835,000	2,002,840
2029-30	1,160,000	1,274,494			1,160,000	1,274,494
2030-31	1,195,000	1,274,694			1,195,000	1,274,694
2031-32	1,230,000	1,273,844			1,230,000	1,273,844
2032-33	60,000	65,775			60,000	65,775
2033-34	60,000	63,900			60,000	63,900
2034-35	<u>60,000</u>	61,950			<u>60,000</u>	61,950
<b>Total</b>	<b>\$63,945,000</b>		<b>\$11,970,000*</b>		<b>\$75,915,000*</b>	

\* Preliminary; subject to change.

**OTHER DEBT**

**Water Revenue Debt**

The City has water revenue debt paid solely from the net revenues of the Water Utility as follows:

<u>Date of Issue</u>	<u>Original Amount</u>	<u>Purpose</u>	<u>Final Maturity</u>	<u>Principal Outstanding As of 9/12/17</u>
2/15	\$76,325,000	Water Revenue Bonds (SRF)	6/37	\$63,226,155 <sup>1)</sup>

1) Preliminary; subject to change based on final project costs. The City has drawn \$63,226,155 as of June 28, 2017.

### Sewer Revenue Debt

The City has sewer revenue debt paid solely from the net revenues of the Sewer Utility as follows:

<u>Date of Issue</u>	<u>Original Amount</u>	<u>Purpose</u>	<u>Final Maturity</u>	<u>Principal Outstanding As of 9/12/17</u>
11/12	\$3,121,000	Sewer Revenue Bonds (SRF)	6/33	\$1,940,250 <sup>1)</sup>
4/14	375,000	Planning and Design Loan (SRF)	4/17	318,750 <sup>2)</sup>
9/16	375,000	Planning and Design Loan (SRF)	9/19	375,000 <sup>3)</sup>
9/16	797,000	Sewer Revenue Bonds (SRF)	6/36	<u>608,332</u> <sup>4)</sup>
Total				\$3,242,332

1) Preliminary; subject to change based on final project costs. The City has drawn \$2,469,250 as of June 28, 2017.

2) Preliminary; subject to change based on final project costs. The City has drawn \$318,750 as June 28, 2017.

3) Preliminary; subject to change based on final project costs. The City has drawn \$0 as June 28, 2017.

4) Preliminary; subject to change based on final project costs. The City has drawn \$641,332 as June 28, 2017.

### Electric Revenue Debt

The City has electric revenue debt paid solely from the net revenues of the Electric Utility as follows:

<u>Date of Issue</u>	<u>Original Amount</u>	<u>Purpose</u>	<u>Final Maturity</u>	<u>Principal Outstanding As of 9/12/17</u>
12/15	\$9,500,000	Electric Revenue Bonds	6/27	\$8,075,000

### Hospital Revenue Debt

The City has hospital revenue debt paid solely from the net revenues of Mary Greeley Medical Center as follows:

<u>Date of Issue</u>	<u>Original Amount</u>	<u>Purpose</u>	<u>Final Maturity</u>	<u>Principal Outstanding As of /17</u>
11/12	\$26,000,000	Mary Greeley Medical Center & Refunding	6/27	\$15,165,000
06/16	64,790,000	Mary Greeley Medical Center & Refunding	6/36	<u>64,130,000</u>
Total				\$79,295,000

**OVERLAPPING DEBT**

<u>Taxing District</u>	<u>1/1/2016 Taxable Valuation</u> <sup>1)</sup>	<u>Valuation Within the City</u>	<u>Percent Applicable</u>	<u>G.O. Debt</u> <sup>2)</sup>	<u>City's Proportionate Share</u>
Story County	\$4,572,449,957	\$2,733,676,722	59.79%	\$1,630,000	\$974,577
Ames CSD	2,525,796,825	2,474,879,392	97.98%	27,680,000	27,120,864
Gilbert CSD	489,177,343	245,090,190	50.10%	17,770,000	8,902,770
Nevada CSD	482,728,962	443,202	0.09%	5,265,000	4,739
United CSD	277,068,877	13,263,938	4.79%	0	0
DMACC	44,182,123,623	2,733,676,722	6.19%	76,105,000	<u>4,710,900</u>
City's share of total overlapping debt:					\$41,713,850

- 1) Taxable Valuation excludes military exemption and includes Ag Land, Ag Buildings, all Utilities and TIF Increment.
- 2) Includes general obligation bonds, PPEL notes, certificates of participation and new jobs training certificates.

**DEBT RATIOS**

	<u>G.O. Debt</u>	<u>Debt/Actual Market Value (\$4,184,550,434)</u> <sup>1)</sup>	<u>Debt/58,965 Population</u> <sup>2)</sup>
Total General Obligation Debt	\$75,915,000*	1.81%*	\$1,287.46*
City's Share of Overlapping Debt	\$41,713,850	1.00%	\$707.43

- 1) Based on the City's 1/1/2016 100% Actual Valuation; includes Ag Land, Ag Buildings, all Utilities and TIF Increment.
- 2) Population based on the City's 2010 U.S. Census.

\* Preliminary; subject to change.

**LEVIES AND TAX COLLECTIONS**

<u>Fiscal Year</u>	<u>Levy</u>	<u>Collected During Collection Year</u>	<u>Percent Collected</u>
2013-14	\$25,261,403	\$24,795,918	98.16%
2014-15	25,557,159	24,772,590	96.93%
2015-16	26,000,394	25,870,735	99.50%
2016-17	27,044,391	-----In Process of Collection-----	
2017-18	28,137,151	-----In Process of Collection-----	

Collections include delinquent taxes from all prior years. Taxes in Iowa are delinquent each October 1 and April 1 and a late payment penalty of 1% per month of delinquency is enforced as of those dates. If delinquent taxes are not paid, the property may be offered at the regular tax sale on the third Monday of June following the delinquency date. Purchasers at the tax sale must pay an amount equal to the taxes, special assessments, interest and penalties due on the property and funds so received are applied to taxes. A property owner may redeem from the regular tax sale but, failing redemption within three years, the tax sale purchaser is entitled to a deed, which in general conveys the title free and clear of all liens except future tax installments.

Source: Story County Treasurer

**TAX RATES <sup>1)</sup>**

	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17
	<u>\$/1,000</u>	<u>\$/1,000</u>	<u>\$/1,000</u>	<u>\$/1,000</u>	<u>\$/1,000</u>
Story County	5.52837	5.50349	5.38990	5.68249	5.09972
Story County Hospital	0.57240	0.58000	0.58000	0.58000	0.63884
County Ag. Extension	0.08100	0.07196	0.08157	0.08447	0.08268
City of Ames	10.72125	10.85779	10.85538	10.62937	10.37327
City Assessor	0.39685	0.34391	0.33992	0.37804	0.39544
Ames Comm. School District	14.47262	14.34904	14.34759	14.20276	14.34101
Gilbert Comm. School District	17.98747	17.47825	17.71795	17.83972	18.92186
Nevada Comm. School District	15.61527	15.71000	16.75171	16.80944	16.81007
United Comm. School District	13.77425	12.01788	10.16705	8.51849	8.94613
Des Moines Area Comm. College	0.58466	0.58466	0.65724	0.67574	0.72334
State of Iowa	<u>0.00330</u>	<u>0.00330</u>	<u>0.00330</u>	<u>0.00330</u>	<u>0.00330</u>
<b>Total Tax Rate:</b>					
Ames CSD Resident	32.36045	32.29415	32.25490	32.23617	31.65760
Gilbert CSD Resident	35.87530	35.42336	35.62526	35.87313	36.23845
Nevada CSD Resident	33.50310	33.65511	34.65902	34.84285	34.12666
United CSD Resident	31.66208	29.96299	28.07436	26.55190	26.26272

1) Fiscal Year 2017-18 tax rates are not available as of the date of this Preliminary Official Statement.

**LEVY LIMITS**

A city's general fund tax levy is limited to \$8.10 per \$1,000 of taxable value, with provision for an additional \$0.27 per \$1,000 levy for an emergency fund which can be used for general fund purposes (Code of Iowa, Chapter 384, Division I). Cities may exceed the \$8.10 limitation upon authorization by a special levy election. Further, there are limited special purpose levies, which may be certified outside of the above-described levy limits (Code of Iowa, Section 384.12). The amount of the City's general fund levy subject to the \$8.10 limitation is \$5.65041 for Fiscal Year 2017-18, and the City has levied no emergency levy. The City has certified special purpose levies outside of the above described levy limits as follows: \$0.72660 for police and fire retirement and \$0.65194 for the operation and maintenance of a public transit system. Debt service levies are not limited.

**FUNDS ON HAND (CASH AND INVESTMENTS AS OF MAY 31, 2017)**

Governmental	\$13,396,010.71
General Fund	9,522,228.34
Debt Service Fund	14,200,324.01
Capital Projects Fund	18,258,927.77
Other Governmental Funds	
Business-type	
Mary Greeley Medical Center	249,720,195.00
Electric Utility	37,649,405.74
Sewer Utility	10,661,824.42
Water Utility	23,906,608.69
Other Enterprise Funds	10,352,135.23
Internal Service Funds	<u>19,048,303.68</u>
Total all funds	\$406,715,963.59



**GENERAL FUND BUDGETS (ACCRUAL BASIS)**

The table below represents a comparison between the final Fiscal Year 2015-16 actual financial performance, the amended Fiscal Year 2016-17 budget and the adopted Fiscal Year 2017-18 budget on an accrual basis.

	<u>Actual FY 2015-16</u>	<u>Amended FY 2016-17</u>	<u>Adopted FY 2017-18</u>
<b>Revenues:</b>			
Property Taxes	\$15,676,612	\$16,223,488	\$16,988,606
Other City Taxes	2,323,074	2,326,248	2,374,557
Licenses and Permits	1,701,481	1,804,797	1,567,628
Use of Money and Property	513,651	461,084	468,117
Intergovernmental	1,019,724	981,543	1,049,175
Charges for Fees and Services	3,584,596	3,892,830	4,081,515
Miscellaneous	353,191	132,979	127,996
Transfers In	8,999,488	8,962,339	9,248,129
Proceeds of Capital Asset Sales	<u>0</u>	<u>829</u>	<u>750</u>
<b>Total Revenues</b>	<b>\$34,171,817</b>	<b>\$34,786,137</b>	<b>\$35,906,473</b>
<b>Expenditures:</b>			
Public Safety	\$16,574,749	\$18,702,831	\$19,222,758
Public Works	982,711	262,981	274,934
Health & Social Services	0	0	0
Culture and Recreation	7,572,967	7,860,232	8,025,915
Community & Economic Development	907,888	1,440,652	1,067,592
General Government	2,163,982	2,772,567	2,587,418
Capital Projects	182,783	1,838,851	0
Transfers Out	<u>4,482,341</u>	<u>4,680,857</u>	<u>4,727,856</u>
<b>Total Expenditures</b>	<b>\$32,867,421</b>	<b>\$37,558,971</b>	<b>\$35,906,473</b>
<b>Excess (Deficiency) of Revenues Over (Under) Expenditures</b>	<b>\$1,304,396</b>	<b>(\$2,772,834)</b>	<b>\$0</b>
<b>Fund Balance at Beginning of Year</b>	<b><u>11,323,550</u></b>	<b><u>12,627,946</u></b>	<b><u>9,855,112</u></b>
<b>Fund Balance at End of Year</b>	<b><u>\$12,627,946</u></b>	<b><u>\$9,855,112</u></b>	<b><u>\$9,855,112</u></b>

# THE CITY

## CITY GOVERNMENT

The City of Ames, Iowa (the “City”) is governed under and operates under a Mayor-Council form of government with a City Manager. The principle of this type of government is that the Council sets policy and the City Manager carries it out. The six members of the Council are elected for staggered four-year terms. One member is elected from each of the four wards and two are elected at large. The Council appoints the City Manager as well as the City Attorney. The City Manager is the chief administrative officer of the City. The Mayor is elected for a four-year term, presides at Council meetings and appoints members of various City boards, commissions and committees with the approval of the Council.

## EMPLOYEES AND PENSIONS

The City has 1,327 full-time employees, of which 483 are governmental employees and 844 are employees of the Mary Greeley Medical Center, and 1,276 part-time employees (including seasonal employees), of which 818 are governmental employees and 458 are employees of the Mary Greeley Medical Center. Included in the City’s full-time employees are 54 sworn police officers and 54 firefighters.

The City participates in two statewide employee retirement systems, the Iowa Public Employees Retirement System (“IPERS”) and the Municipal Fire and Police Retirement System of Iowa (“MFPRSI”). The State of Iowa administers IPERS and a nine-member board of trustees governs the MFPRSI. Though separate and apart from state government, the MFPRSI board is authorized by state legislature, which also establishes by statute the pension and disability benefits and the system’s funding mechanism. All full-time employees must participate in either IPERS or MFPRSI.

Iowa Public Employees Retirement System: The City contributes to IPERS, which is a cost-sharing multiple-employer, contributory defined benefit public employee retirement system administered by the State of Iowa. IPERS provides retirement and death benefits, which are established by state statute, to plan members and beneficiaries. IPERS is authorized to adjust the total contribution rate up or down each year, by no more than 1 percentage point, based upon the actuarially required contribution rate. The City’s contributions to IPERS for the Fiscal Years ended June 30, 2014, 2015 and 2016, as shown below, equal the required contributions for each year.

	<u>FY 2013-14</u>	<u>FY 2014-15</u>	<u>FY 2015-16</u>
IPERS City Contribution	\$7,203,057	\$7,272,880	\$7,543,219

On March 24, 2017, IPERS Investment Board voted to approve changes to economic assumptions used in calculating IPERS’ liabilities. This action followed an economic assumption study presentation by the consulting actuarial firm of Cavanaugh Macdonald of Bellevue, NE.

The new assumptions are:

- Inflation drops from 3 percent to 2.6 percent
- Interest on member accounts drops from 3.75 percent to 3.5 percent
- Investment return drops from 7.5 percent to 7 percent
- Wage growth drops from 4 percent to 3.25 percent
- Payroll growth drops from 4 percent to 3.25 percent

The study applied these assumptions to the 2016 data to illustrate their impact on key funding measurements. The funded ratio is a “snapshot in time” and indicates the financial health of a pension system. Using the new assumptions, with the 2016 data, IPERS’ funded ratio dropped from 84 percent to 80 percent. These assumptions will first be applied in the June 30, 2017 valuation, which will be used to determine the contribution rates effective July 1, 2018.

The net result of these changes will be a lower funded ratio and an increase in liabilities of \$1.4 billion. Even though these changes will have a negative impact on IPERS’ funded ratio, the Investment Board believes that these modifications will provide a more accurate valuation of future liabilities. Each year an investment return is less than the assumed return adds to the liability and increases the needed return in future years which can lead to even higher contribution rates.

The IPERS Comprehensive Annual Financial Report (“CAFR”) is available on the IPERS website, <https://www.ipers.org/financial-and-investment>, or by contacting IPERS at 7401 Register Drive P.O. Box 9117, Des Moines, IA 50321.

*Bond Counsel, the City and the Municipal Advisor undertake no responsibility for and make no representations as to the accuracy or completeness of the information available from the IPERS discussed above or included on the IPERS website, including, but not limited to, updates of such information on the State Auditor’s website or links to other Internet sites accessed through the IPERS website.*

Pursuant to Governmental Accounting Standards Board (“GASB”) Statement No. 68, the City reported a liability of \$57,389,174 within its CAFR as of June 30, 2016 for its proportionate share of the net pension liability. The net pension liability is the amount by which the total actuarial liability exceeds the pension plan’s net assets or fiduciary net position (essentially the market value) available for paying benefits. The net pension liability was measured as of June 30, 2015, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City’s proportion of the net pension liability was based on the City’s share of contributions to the pension plan relative to the contributions of all IPERS participating employers. At June 30, 2015, the City’s collective proportion was 1.1616%, which was a decrease of 0.0393% from its proportion measured as of June 30, 2014.

Municipal Fire and Police Retirement System of Iowa: The City contributes to MFPRSI, which is a cost-sharing multiple-employer defined benefit pension plan. MFPRSI provides retirement, disability, and death benefits to plan members and beneficiaries. Benefit provisions are established by state statute, and vest after four years of credited service.

MFPRSI plan members are required to contribute a percentage of their annual covered salary, and the City is required to contribute at an actuarially determined rate of annual covered payroll. The contribution requirements of plan members and the City are established, and may be amended by state statute. The City contributed the required amount to MFPRSI for each year as follows:

	<u>FY 2013-14</u>	<u>FY 2014-15</u>	<u>FY 2015-16</u>
MFPRSI City Contribution	\$2,064,780	\$2,150,611	\$1,994,209

The MFPRSI Independent Auditors Report is available on the MFPRSI website, <http://www.mfprsi.org/about-mfprsi/publications/>, or by contacting MFPRSI at 7155 Lake Drive, Suite 201, West Des Moines, IA 50266.

*Bond Counsel, the City and the Municipal Advisor undertake no responsibility for and make no representations as to the accuracy or completeness of the information available from MFPRSI discussed above or included on the MFPRSI websites, including, but not limited to, updates of such information on the State Auditor’s website or links to other Internet sites accessed through the MFPRSI websites.*

Pursuant to GASB Statement No. 68, the City reported a liability of \$12,669,610 with its CAFR as of June 30, 2016 for its proportionate share of the net pension liability. The net pension liability is the amount by which the total actuarial liability exceeds the pension plan’s net assets or fiduciary net position (essentially the market value) available for paying benefits. The net pension liability was measured as of June 30, 2015, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City’s proportion of the net pension liability was based on the City’s share of contributions to the pension plan relative to the contributions of all MFPRSI participating employers. At June 30, 2015, the City’s collective proportion was 2.6967%, which was an increase of 0.0123% from its proportion measured as of June 30, 2014.

For additional information regarding the City’s Pension Plans, refer to Section IV, Note F, beginning on page 57 of the City’s June 30, 2016 CAFR contained as APPENDIX B of this Official Statement.

## OTHER POST-EMPLOYMENT BENEFITS

The Governmental Accounting Standards Board (“GASB”) has issued Statement No. 45, Accounting and Financial Reporting by Employers for Post-Employment Benefits Other Than Pensions (“GASB 45”), which addresses how state and local governments must account for and report their obligations related to post-employment healthcare and other non-pension benefits (referred to as Other Post-Employment Benefits or “OPEB”). GASB 45 requires that local governments account for and report the annual cost of OPEB and the outstanding obligations and commitments related to OPEB in essentially the same manner as they currently do for pensions.

The City and hospital provide health and dental care benefits for retired employees and their beneficiaries through a single-employer, defined benefit plan. The hospital also provides a life insurance benefit. The City has the authority to establish and amend benefit provisions of the plan. The post-employment benefit is limited to the implied subsidy since retirees pay 100% of the premium for the insurance benefits, since the premium rates are based on the entire pool of covered members, the retirees receive an implied subsidy since their rate are not risk adjusted. The City’s annual OPEB cost (expense) is calculated based on the annual required contribution (“ARC”) of the employer, an amount actuarially determined in accordance with the parameters of the GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover the normal cost each year and amortize any unfunded actuarial liabilities over a period not to exceed thirty years.

The following table shows the components of the City’s annual OPEB cost for the Fiscal Year ended June 30, 2016, the amount actually contributed to the plan, and changes in the City’s annual OPEB obligation.

	<u>City</u>	<u>Medical Center</u>	<u>Total</u>
Annual required contribution, ARC	\$199,000	\$458,581	\$657,581
Interest on net OPEB obligation	56,000	174,941	230,941
Adjustment to ARC	<u>(50,000)</u>	<u>(140,204)</u>	<u>(190,204)</u>
Annual OPEB cost	205,000	493,318	698,318
Contributions and payments made	<u>(27,319)</u>	<u>(52,682)</u>	<u>(80,001)</u>
Increase in net OPEB obligation	177,681	440,636	318,317
Net OPEB obligation, beginning of year	<u>1,399,597</u>	<u>3,498,815</u>	<u>4,898,412</u>
Net OPEB obligation, end of year	<u>\$1,577,278</u>	<u>\$3,939,451</u>	<u>\$5,516,729</u>

For calculation of the net OPEB obligation, the actuary has set the transition day as July 1, 2008. The end of year net OPEB obligation was calculated by the actuary as the cumulative difference between the actuarially determined funding requirements and the actual contributions for the year ended June 30, 2016.

The City’s annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for Fiscal Years 2014 through 2016 are presented in the following table.

<u>Fiscal Year</u> <u>Ended June 30</u>	<u>Annual</u> <u>OPEB Cost</u>	<u>Percentage of</u> <u>Annual OPEB</u> <u>Cost Contributed</u>	<u>Net</u> <u>OPEB</u> <u>Obligation</u>
2014	\$748,896	13.54%	\$4,115,096
2015	704,742	(11.15%)	4,898,412
2016	698,318	11.46%	5,516,729

As of July 1, 2015, the most recent actuarial valuation date for the period July 1, 2015 through June 30, 2016, the actuarial accrued liability (“AAL”) was \$6,263,374 with no actuarial value of assets, resulting in an unfunded actuarial accrued liability (“UAAL”), of \$6,263,374. The covered payroll (annual payroll of active employees covered by the plan) was \$92,552,473, and the ratio of the UAAL to the covered payroll was 6.77%. As of June 30, 2015, there were no trust fund assets.

For additional information regarding the City’s Post-Employment Benefits, refer to Section IV, Note G, beginning on page 67 of the City’s June 30, 2016 CAFR contained as APPENDIX B of this Official Statement.

## UNION CONTRACTS

City employees are represented by the following five bargaining units:

<u>Bargaining Unit</u>	<u>Contract Expiration Date</u>
International Association of Firefighters	June 30, 2019
Public, Professional and Maintenance Employees	June 30, 2020
International Brotherhood of Electrical Workers	June 30, 2020
International Union of Operating Engineers (Local 234C)	June 30, 2019
International Union of Operating Engineers (Local 234D)	June 30, 2019

## INSURANCE

The City's insurance coverage is as follows:

<u>Type of Insurance</u>	<u>All Limits</u>
General Liability	\$15,000,000
Auto Liability	\$15,000,000
Wrongful Acts	\$15,000,000
Excess (over all other coverage except Iowa liquor liability)	\$15,000,000
Law Enforcement	\$15,000,000
Public Official	\$15,000,000
Employee Benefit	\$1,000,000
Medical Malpractice	\$15,000,000
Underinsured Motorist	\$1,000,000
Uninsured Motorist	\$1,000,000
Commercial Property	
Commercial Property & Boiler and Machinery, Power Generation related	\$200,000,000
Municipal Properties & Boiler and Machinery, Non-Power Generation	\$156,866,669
Terrorism – TRIA (Federally defined terrorist acts)	Included in both of above
Commercial Property Flood Insurance	
Non-flood Plain Facilities (power generation)	\$100,000,000
Non-flood Plain Facilities (non-power)	\$25,000,000
Flood Plain Facilities:	
Transit	\$6,000,000
Water Pollution Control	\$6,000,000
Airport	\$7,500,000
All Other	\$1,000,000
Airport Liability	\$3,000,000

## GENERAL INFORMATION

### LOCATION AND TRANSPORTATION

The City is located in Story County in central Iowa. It is approximately thirty miles north of Des Moines, Iowa, the State capital and largest city in the state. The City is located on Interstate Highways 35 and 30. The City was incorporated in 1864 under the laws of the State of Iowa, later amended in July, 1975 under the Home Rule City Act.

The City, with a United States Census Bureau 2010 population of 58,965, is known for its excellent quality of life which includes a relatively crime-free environment, an extensive park system, superior cultural/recreations facilities and a nationally recognized school system. The City is the home of Iowa State University (“ISU”). ISU was established in 1859 and is an integral part of the community.

The City operates a mass transit system to provide efficient and economical transportation to all members of the community. A fixed routing service is available on a daily basis to most residents and a Dial-A-Ride service is available for elderly or handicapped residents. The City operates a municipal airport, which handles primarily charter services. National air service is available at the Des Moines International Airport, approximately thirty miles south of the City. The City is also provided freight services through the Union Pacific Railroad line.

### LARGER EMPLOYERS

A representative list of larger employers in the City is as follows:

<u>Employer</u>	<u>Type of Business</u>	<u>Number of Employees</u> <sup>1)</sup>
Iowa State University	Higher Education	16,811 <sup>2)</sup>
City of Ames	Municipal Government	1,327
Mary Greeley Medical Center	Health Care	1,276
Iowa Department of Transportation	Public Transportation	959
McFarland Clinic, P.C.	Health Care	930
Danfoss Corp.	Hydro-Transmissions	925
Hy-Vee Food Stores	Grocery	798
Ames Community School District	Education	632
Workiva	Software	455
Wal-Mart	Retail	439

1) Includes full-time, part-time and seasonal employees.

2) Total includes 2,812 graduate assistants.

Source: The City and company inquiries conducted June 2017.

## BUILDING PERMITS

Permits for the City are reported on a calendar year basis. City officials reported most recently available construction activity for a portion of the current calendar year, as of June 23, 2017. The figures below include both new construction and remodeling.

	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>
<u>Residential Construction:</u>					
Number of units:	481	431	430	458	244
Valuation:	\$39,099,306	\$31,397,178	\$34,403,447	\$39,750,700	\$24,012,254
<u>Commercial Construction:</u>					
Number of units:	191	231	223	223	119
Valuation:	<u>\$90,990,275</u>	<u>\$194,854,793</u>	<u>\$175,625,807</u>	<u>\$131,925,258</u>	<u>\$88,524,823</u>
Total Permits	672	662	653	681	363
Total Valuations	\$130,089,581	\$226,251,971	\$210,029,254	\$171,675,958	\$112,537,077

## U.S. CENSUS DATA

### Population Trend

1980 U.S. Census	43,775
1990 U.S. Census	47,198
2000 U.S. Census	50,731
2010 U.S. Census	58,965
2015 U.S. Census (estimate)	65,060

Source: U.S. Census Bureau

## UNEMPLOYMENT RATES

		<u>City of Ames</u>	<u>Story County</u>	<u>State of Iowa</u>
Annual Averages:	2013	3.0%	3.3%	4.7%
	2014	2.7%	2.9%	4.3%
	2015	2.3%	2.5%	3.8%
	2016	2.1%	2.4%	3.7%
	2017 <sup>1)</sup>	1.7%	2.0%	3.4%

1) Through May 2017

Source: Iowa Workforce Development Center

## EDUCATION

Public education is provided by the Ames Community School District, with a certified enrollment for the 2017-18 school year of 4,188. The district, with approximately 632 employees, owns and operates one early childhood center, five elementary schools, one middle school and one high school. Nevada Community School District, Gilbert Community School District and United Community School District all lie partially within the City and provide public education to portions of the City.

The Iowa State University ("ISU") 2016 fall enrollment was 36,660. The 2017 fall enrollment is projected to be around 36,000. ISU is the City's largest employer with faculty and staff totaling approximately 16,811, including teaching assistants and hourly part-time employees. ISU, in addition to its educational function, is a leading agricultural research and experimental institution.

The Iowa State Center is the cultural center of ISU and the City. It attracts major dramatic and musical events, as well as seminars and conferences to the City. It is a complex of three structures: two theaters with capacities of 2,700 and 428, and a continuing education building with a 450 seat auditorium and 24 meeting rooms. Connected to this complex are two of Iowa State University’s major Big 12 athletic venues: a football stadium with a seating capacity of 61,000 and a coliseum with capacity for 15,000.

In addition to ISU located in the City, the following institutions provide higher education within 30 miles of the City: Drake University, Grand View University, Des Moines University (formerly University of Osteopathic Medicine and Health Services). Two-year degree programs are offered at Des Moines Area Community College, Upper Iowa University, Vatterott College and Kaplan University (formerly Hamilton College).

**FINANCIAL SERVICES**

Financial services for the residents of the City are provided by First National Bank Ames, Iowa and VisionBank of Iowa. In addition, the City is served by branch offices of Bank of the West, Bankers Trust Company, CoBank ACB, Exchange State Bank, First American Bank, Great Southern Bank, Great Western Bank, Midwest Heritage Bank F.S.B., US Bank, N.A., and Wells Fargo Bank, as well as by several credit unions.

First National Bank and VisionBank of Iowa report the following deposits as of June 30 for each year:

<u>Year</u>	<u>First National Bank</u>	<u>VisionBank of Iowa</u>
2013	\$518,068,000	\$318,316,000
2014	493,613,000	331,845,000
2015	583,184,000	306,613,000
2016	585,973,000	337,027,000
2017 <sup>1)</sup>	629,170,000	363,717,000

1) As of March 31, 2017.

Source: Federal Deposit Insurance Corporation (FDIC)

**FINANCIAL STATEMENTS**

The City’s June 30, 2016 Comprehensive Annual Financial Report, as prepared by City management and audited by a certified public accountant, is reproduced as APPENDIX B. The City’s certified public accountant has not consented to distribution of the audited financial statements and has not undertaken added review of their presentation. Further information regarding financial performance and copies of the City’s prior Comprehensive Annual Financial Report may be obtained from PFM Financial Advisors LLC.



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**APPENDIX A**

FORM OF LEGAL OPINION

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[Form of Bond Counsel Opinion]

We hereby certify that we have examined certified copies of the proceedings (the “Proceedings”) of the City Council of the City of Ames (the “Issuer”), in Story County, Iowa, passed preliminary to the issue by the Issuer of its General Obligation Corporate Purpose and Refunding Bonds, Series 2017A (the “Bonds”) in the amount of \$11,970,000\*, dated September 12, 2017, in the denomination of \$5,000 each, or any integral multiple thereof, in accordance with a loan agreement dated as of September 12, 2017 (the “Loan Agreement”), and pursuant to a resolution adopted by the Issuer on August 22, 2017 (the “Resolution”). The Bonds mature on June 1 in each of the respective years and in the principal amounts and bear interest payable semiannually, commencing June 1, 2018, at the respective rates as follows:

<u>Year</u>	<u>Principal Amount</u>	<u>Interest Rate Per Annum</u>	<u>Year</u>	<u>Principal Amount</u>	<u>Interest Rate Per Annum</u>
2018	\$1,665,000	_____%	2024	\$630,000	_____%
2019	\$1,650,000	_____%	2025	\$645,000	_____%
2020	\$1,690,000	_____%	2026	\$660,000	_____%
2021	\$1,720,000	_____%	2027	\$675,000	_____%
2022	\$610,000	_____%	2028	\$695,000	_____%
2023	\$620,000	_____%	2029	\$710,000	_____%

but the Bonds maturing in each of the years 2026 to 2029, inclusive, are subject to redemption prior to maturity on June 1, 2025 or any date thereafter, upon terms of par and accrued interest.

Based upon our examination, we are of the opinion, as of the date hereof, that:

1. The Proceedings show lawful authority for such issue under the laws of the State of Iowa.
2. The Bonds and the Loan Agreement are valid and binding general obligations of the Issuer.
3. All taxable property within the corporate boundaries of the Issuer is subject to the levy of taxes to pay the principal of and interest on the Bonds without constitutional or statutory limitation as to rate or amount.
4. The interest on the Bonds (including any original issue discount properly allocable to an owner thereof) is excluded from gross income for federal income tax purposes and is not an item of tax preference for purposes of the federal alternative minimum tax imposed on individuals and corporations; it should be noted, however, that for the purpose of computing the alternative minimum tax imposed on corporations (as defined for federal income tax purposes), such interest is taken into account in determining adjusted current earnings. The

opinions set forth in the preceding sentence are subject to the condition that the Issuer comply with all requirements of the Internal Revenue Code of 1986 (the "Code") that must be satisfied subsequent to the issuance of the Bonds in order that interest thereon be, or continue to be, excluded from gross income for federal income tax purposes. The Issuer has covenanted to comply with each such requirement. Failure to comply with certain of such requirements may cause the inclusion of interest on the Bonds in gross income for federal income tax purposes to be retroactive to the date of issuance of the Bonds.

5. The Bonds are "qualified tax-exempt obligations" within the meaning of Section 265(b)(3) of the Code. The opinion set forth in the preceding sentence is subject to the condition that the Issuer comply with all requirements of the Code that must be satisfied subsequent to the issuance of the Bonds in order that the Bonds be, or continue to be, qualified tax-exempt obligations. The Issuer has covenanted to comply with each such requirement.

We express no opinion regarding other federal tax consequences arising with respect to the Bonds.

The rights of the owners of the Bonds and the enforceability thereof may be subject to bankruptcy, insolvency, reorganization, moratorium and other similar laws affecting creditors' rights heretofore or hereafter enacted to the extent constitutionally applicable, and their enforcement may also be subject to the exercise of judicial discretion in appropriate cases.

DORSEY & WHITNEY LLP

\*Preliminary, subject to change

## **APPENDIX B**

JUNE 30, 2016 COMPREHENSIVE ANNUAL FINANCIAL REPORT

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## **APPENDIX C**

### **FORM OF CONTINUING DISCLOSURE CERTIFICATE**



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**DRAFT**

**CONTINUING DISCLOSURE CERTIFICATE**

This Continuing Disclosure Certificate (the “Disclosure Certificate”) is executed and delivered by the City of Ames, Iowa (the “Issuer”), in connection with the issuance of \$11,970,000 General Obligation Corporate Purpose and Refunding Bonds, Series 2017A (the “Bonds”), dated September 12, 2017. The Bonds are being issued pursuant to a resolution of the Issuer approved on August 22, 2017 (the “Resolution”). The Issuer covenants and agrees as follows:

Section 1. Purpose of the Disclosure Certificate. This Disclosure Certificate is being executed and delivered by the Issuer for the benefit of the Holders and Beneficial Owners of the Bonds and in order to assist the Participating Underwriters in complying with S.E.C. Rule 15c2-12.

Section 2. Definitions. In addition to the definitions set forth in the Resolution, which apply to any capitalized term used in this Disclosure Certificate unless otherwise defined in this Section, the following capitalized terms shall have the following meanings:

“Annual Report” shall mean any Annual Report provided by the Issuer pursuant to, and as described in, Sections 3 and 4 of this Disclosure Certificate.

“Beneficial Owner” shall mean any person which (a) has the power, directly or indirectly, to vote or consent with respect to, or to dispose of ownership of, any Bonds (including persons holding Bonds through nominees, depositories or other intermediaries), or (b) is treated as the owner of any Bonds for federal income tax purposes.

“Dissemination Agent” shall mean the Dissemination Agent, if any, designated in writing by the Issuer and which has filed with the Issuer a written acceptance of such designation.

“EMMA” shall mean the MSRB’s Electronic Municipal Market Access system available at <http://emma.msrb.org>.

“Holders” shall mean the registered holders of the Bonds, as recorded in the registration books of the Registrar.

“Listed Events” shall mean any of the events listed in Section 5(a) of this Disclosure Certificate.

“Municipal Securities Rulemaking Board” or “MSRB” shall mean the Municipal Securities Rulemaking Board, 1300 I Street, N.W., Suite 1000, Washington, D.C. 20005.

“Participating Underwriter” shall mean any of the original underwriters of the Bonds required to comply with the Rule in connection with offering of the Bonds.

“Rule” shall mean Rule 15c2-12 adopted by the Securities and Exchange Commission under the Securities Exchange Act of 1934, as the same may be amended from time to time.

“State” shall mean the State of Iowa.

Section 3. Provision of Annual Reports.

(a) Not later than June 30 (the “Submission Deadline”) of each year following the end of the 2016-2017 fiscal year, the Issuer shall, or shall cause the Dissemination Agent (if any) to, file on EMMA an electronic copy of its Annual Report which is consistent with the requirements of Section 4 of this Disclosure Certificate in a format and accompanied by such identifying information as prescribed by the MSRB. The Annual Report may be submitted as a single document or as separate documents comprising a package, and may cross-reference other information as provided in Section 4 of this Disclosure Certificate; provided that the audited financial statements of the Issuer may be submitted separately from the balance of the Annual Report and later than the Submission Deadline if they are not available by that date. If the Issuer’s fiscal year changes, it shall give notice of such change in the same manner as for a Listed Event under Section 5(c), and the Submission Deadline beginning with the subsequent fiscal year will become one year following the end of the changed fiscal year.

(b) If the Issuer has designated a Dissemination Agent, then not later than fifteen (15) business days prior to the Submission Deadline, the Issuer shall provide the Annual Report to the Dissemination Agent.

(c) If the Issuer is unable to provide an Annual Report by the Submission Deadline, in a timely manner thereafter, the Issuer shall, or shall cause the Dissemination Agent (if any) to, file a notice on EMMA stating that there has been a failure to provide an Annual Report on or before the Submission Deadline.

Section 4. Content of Annual Reports. The Issuer’s Annual Report shall contain or include by reference the following:

(a) The audited financial statements of the Issuer for the prior fiscal year, prepared in accordance with generally accepted accounting principles promulgated by the Financial Accounting Standards Board as modified in accordance with the governmental accounting standards promulgated by the Governmental Accounting Standards Board or as otherwise provided under State law, as in effect from time to time, or, if and to the extent such audited financial statements have not been prepared in accordance with generally accepted accounting principles, noting the discrepancies therefrom and the effect thereof. If the Issuer’s audited financial statements are not available by the Submission Deadline, the Annual Report shall contain unaudited financial information (which may include any annual filing information required by State law) accompanied by a notice that the audited financial statements are not yet

available, and the audited financial statements shall be filed on EMMA when they become available.

(b) Tables, schedules or other information contained in the official statement for the Bonds, under the following captions:

Direct Debt  
Property Valuations  
Levies and Tax Collections  
Larger Taxpayers  
Trend of Valuations  
Tax Rates

Any or all of the items listed above may be included by specific reference to other documents, including official statements of debt issues of the Issuer or related public entities, which are available on EMMA or are filed with the Securities and Exchange Commission. If the document included by reference is a final official statement, it must be available on EMMA. The Issuer shall clearly identify each such other document so included by reference.

#### Section 5. Reporting of Significant Events

(a) Pursuant to the provisions of this Section 5, the Issuer shall give, or cause to be given, notice of the occurrence of any of the following events with respect to the Bonds:

- (1) Principal and interest payment delinquencies.
- (2) Non-payment related defaults, if material.
- (3) Unscheduled draws on debt service reserves reflecting financial difficulties.
- (4) Unscheduled draws on credit enhancements reflecting financial difficulties.
- (5) Substitution of credit or liquidity providers, or their failure to perform.
- (6) Adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the security, or other material events affecting the tax status of the security.
- (7) Modifications to rights of security holders, if material.
- (8) Bond calls, if material, and tender offers.
- (9) Defeasances.

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## **APPENDIX D**

### **FORMS OF ISSUE PRICE CERTIFICATES**

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**ISSUE PRICE CERTIFICATE FOR COMPETITIVE SALES WITH AT LEAST THREE BIDS  
FROM ESTABLISHED UNDERWRITERS**

---

§[PRINCIPAL AMOUNT]

CITY OF AMES, IOWA

**GENERAL OBLIGATION CORPORATE PURPOSE AND REFUNDING BONDS, SERIES 2017A**

**ISSUE PRICE CERTIFICATE**

The undersigned, on behalf of [NAME OF UNDERWRITER] (“[SHORT NAME OF UNDERWRITER]”), hereby certifies as set forth below with respect to the sale of the obligations named above (the “Bonds”).

1. ***Reasonably Expected Initial Offering Price.***

(a) As of the Sale Date, the reasonably expected initial offering prices of the Bonds to the Public by [SHORT NAME OF UNDERWRITER] are the prices listed in Schedule A (the “Expected Offering Prices”). The Expected Offering Prices are the prices for the Maturities of the Bonds used by [SHORT NAME OF UNDERWRITER] in formulating its bid to purchase the Bonds. Attached as Schedule B is a true and correct copy of the bid provided by [SHORT NAME OF UNDERWRITER] to purchase the Bonds.

(b) [SHORT NAME OF UNDERWRITER] was not given the opportunity to review other bids prior to submitting its bid.

(c) The bid submitted by [SHORT NAME OF UNDERWRITER] constituted a firm offer to purchase the Bonds.

2. ***Defined Terms.***

(a) *Maturity* means Bonds with the same credit and payment terms. Bonds with different maturity dates, or Bonds with the same maturity date but different stated interest rates, are treated as separate Maturities.

(b) *Public* means any person (*i.e.*, an individual, trust, estate, partnership, association, company, or corporation) other than an Underwriter or a related party to an Underwriter. Persons generally are “related parties” for purposes of this certificate if they have more than 50 percent common ownership or control, directly or indirectly.

(c) *Sale Date* means the first day on which there is a binding contract in writing for the sale of the respective Maturity of the Bonds. The Sale Date of each Maturity of the Bonds is [DATE].

(d) *Underwriter* means (i) any person that agrees pursuant to a written contract with the Issuer (or with the lead underwriter to form an underwriting syndicate) to participate in the initial sale of the Bonds to the Public, and (ii) any person that agrees pursuant to a written contract directly or indirectly with a person described in clause (i) of this paragraph to participate in the initial sale of the Bonds to the Public (including a member of a selling group or a party to a retail distribution agreement participating in the initial sale of the Bonds to the Public).

The representations set forth in this certificate are limited to factual matters only. Nothing in this certificate represents [SHORT NAME OF UNDERWRITER]’s interpretation of any laws, including



specifically Sections 103 and 148 of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations thereunder. The undersigned understands that the foregoing information will be relied upon by the Issuer[ and the Borrower] with respect to certain of the representations set forth in the [Tax Certificate][Tax Exemption Agreement] and with respect to compliance with the federal income tax rules affecting the Bonds, and by [BOND COUNSEL] in connection with rendering its opinion that the interest on the Bonds is excluded from gross income for federal income tax purposes, the preparation of the Internal Revenue Service Form 8038[-G][-GC][-TC], and other federal income tax advice that it may give to the Issuer [ and the Borrower] from time to time relating to the Bonds.

[UNDERWRITER]

By: \_\_\_\_\_  
Name: \_\_\_\_\_

Dated: [ISSUE DATE]

**SCHEDULE A**  
**EXPECTED OFFERING PRICES**

*(Attached)*

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**SCHEDULE B**  
**COPY OF UNDERWRITER'S BID**  
*(Attached)*

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**ISSUE PRICE CERTIFICATE –COMPETITIVE SALES WITH FEWER THAN THREE BIDS  
FROM ESTABLISHED UNDERWRITERS – HOLD OFFERING PRICE**

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(HOLD OFFERING PRICE or 10% OF SUCH MATURITY SOLD TO PUBLIC)

[\$[PRINCIPAL AMOUNT]

CITY OF AMES, IOWA

**GENERAL OBLIGATION CORPORATE PURPOSE AND REFUNDING BONDS, SERIES 2017A**

**ISSUE PRICE CERTIFICATE**

The undersigned, on behalf of [NAME OF UNDERWRITER/REPRESENTATIVE] ( [ “[SHORT NAME OF UNDERWRITER]” ] [the “Representative”] ), on behalf of itself and [NAMES OF OTHER UNDERWRITERS] (together, the “Underwriting Group”), hereby certifies as set forth below with respect to the sale of the obligations named above (the “Bonds”).

1. ***Sale of the General Rule Maturities.*** As of the date of this certificate, for each Maturity of the General Rule Maturities, the first price at which at least 10% of such Maturity was sold to the Public is the respective price listed in Schedule A.

2. ***Initial Offering Price of the Hold-the-Offering-Price Maturities.***

(a) [SHORT NAME OF UNDERWRITER][The Underwriting Group] offered the Hold-the-Offering-Price Maturities to the Public for purchase at the specified initial offering prices listed in Schedule B (the “Initial Offering Prices”) on or before the Sale Date. If there is a Hold-the-Offering-Price Maturity, a copy of the pricing wire for the Bonds is attached to this certificate as Schedule C.

(b) As set forth in the [Bond Purchase Agreement][Notice of Sale and bid award], [SHORT NAME OF UNDERWRITER][each member of the Underwriting Group] has agreed in writing that, (i) for each Maturity of the Hold-the-Offering-Price Maturities it would neither offer nor sell any of the Bonds of such Maturity to any person at a price that is higher than the Initial Offering Price for such Maturity during the Holding Period for such Maturity (the “Hold-the-Offering-Price Rule”), and (ii) any selling group agreement shall contain the agreement of each dealer who is a member of the selling group, and any retail distribution agreement shall contain the agreement of each broker-dealer who is a party to the retail distribution agreement, to comply with the Hold-the-Offering-Price Rule. Based on its own knowledge and, in the case of sales by other Underwriters, representations obtained from the other Underwriters, no Underwriter has offered or sold any Maturity of the Hold-the-Offering-Price Maturities at a price that is higher than the respective Initial Offering Price for that Maturity of the Bonds during the Holding Period.

3. ***Defined Terms.***

(a) ***General Rule Maturities*** means those Maturities of the Bonds, if any, listed in Schedule A hereto as the “General Rule Maturities.”

(b) ***Hold-the-Offering-Price Maturities*** means those Maturities of the Bonds, if any, listed in Schedule B hereto as the “Hold-the-Offering-Price Maturities.”

(c) ***Holding Period*** means, with respect to a Hold-the-Offering-Price Maturity, the period starting on the Sale Date and ending on the earlier of (i) the close of the fifth business day after the Sale Date ([DATE]), or (ii) the date on which [SHORT NAME OF UNDERWRITER][the Underwriters] [has][have]

sold at least 10% of such Hold-the-Offering-Price Maturity to the Public at one or more prices, each of which is no higher than the Initial Offering Price for such Maturity.

(d) *Issuer* means [DESCRIBE ISSUER].

(e) *Maturity* means Bonds with the same credit and payment terms. Bonds with different maturity dates, or Bonds with the same maturity date but different stated interest rates, are treated as separate Maturities.

(f) *Public* means any person (*i.e.*, an individual, trust, estate, partnership, association, company, or corporation) other than an Underwriter or a related party to an Underwriter. Persons generally are “related parties” for purposes of this certificate if they have more than 50 percent common ownership or control, directly or indirectly.

(g) *Sale Date* means the first day on which there is a binding contract in writing for the sale of the respective Maturity of the Bonds. The Sale Date of each Maturity of the Bonds is [DATE].

(h) *Underwriter* means (i) any person that agrees pursuant to a written contract with the Issuer (or with the lead underwriter to form an underwriting syndicate) to participate in the initial sale of the Bonds to the Public, and (ii) any person that agrees pursuant to a written contract directly or indirectly with a person described in clause (i) of this paragraph to participate in the initial sale of the Bonds to the Public (including a member of a selling group or a party to a retail distribution agreement participating in the initial sale of the Bonds to the Public).

The representations set forth in this certificate are limited to factual matters only. Nothing in this certificate represents [NAME OF UNDEWRITING FIRM][the Representative’s] interpretation of any laws, including specifically Sections 103 and 148 of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations thereunder. The undersigned understands that the foregoing information will be relied upon by the Issuer[ and the Borrower] with respect to certain of the representations set forth in the [Tax Certificate][Tax Exemption Agreement] and with respect to compliance with the federal income tax rules affecting the Bonds, and by [BOND COUNSEL] in connection with rendering its opinion that the interest on the Bonds is excluded from gross income for federal income tax purposes, the preparation of the Internal Revenue Service Form 8038[-G][-GC][-TC], and other federal income tax advice that it may give to the Issuer [ and the Borrower] from time to time relating to the Bonds.

[UNDERWRITER][REPRESENTATIVE]

By: \_\_\_\_\_  
Name: \_\_\_\_\_

Dated: [ISSUE DATE]

—

**SCHEDULE A**

**SALE PRICES OF THE GENERAL RULE MATURITIES**

*(Attached)*



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**SCHEDULE B**

**INITIAL OFFERING PRICES OF THE HOLD-THE-OFFERING-PRICE MATURITIES**

*(Attached)*

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**SCHEDULE C**  
**PRICING WIRE**

*(Attached)*



**OFFICIAL BID FORM**

To: City Council of  
City of Ames, Iowa

Sale Date: August 22, 2017  
11:00 A.M., CT

RE: \$11,970,000\* General Obligation Corporate Purpose and Refunding Bonds, Series 2017A (the "Bonds")

For all or none of the above Bonds, in accordance with the TERMS OF OFFERING, we will pay you \$ \_\_\_\_\_ (not less than \$11,874,240) plus accrued interest to date of delivery for fully registered bonds bearing interest rates and maturing in the stated years as follows:

<u>Coupon</u>	<u>Maturity</u>	<u>Re-Offering</u>	<u>Coupon</u>	<u>Maturity</u>	<u>Re-Offering</u>
_____	2018	_____	_____	2024	_____
_____	2019	_____	_____	2025	_____
_____	2020	_____	_____	2026	_____
_____	2021	_____	_____	2027	_____
_____	2022	_____	_____	2028	_____
_____	2023	_____	_____	2029	_____

\* Preliminary; subject to change. The aggregate principal amount of the Bonds, and each scheduled maturity thereof, are subject to increase or reduction by the City or its designee after the determination of the successful bidder. The City may increase or decrease each maturity in increments of \$5,000 but the total amount to be issued will not exceed \$12,500,000. Interest rates specified by the successful bidder for each maturity will not change. Final adjustments shall be in the sole discretion of the City.

The dollar amount of the purchase price proposed by the successful bidder will be changed if the aggregate principal amount of the Bonds is adjusted as described above. Any change in the principal amount of any maturity of the Bonds will be made while maintaining, as closely as possible, the successful bidder's net compensation, calculated as a percentage of bond principal. The successful bidder may not withdraw or modify its bid as a result of any post-bid adjustment. Any adjustment shall be conclusive, and shall be binding upon the successful bidder.

We hereby designate that the following Bonds to be aggregated into term bonds maturing on June 1 of the following years and in the following amounts (leave blank if no term bonds are specified):

<u>Years Aggregated</u>	<u>Maturity Year</u>	<u>Aggregate Amount</u>
_____ through _____	_____	_____
_____ through _____	_____	_____
_____ through _____	_____	_____
_____ through _____	_____	_____

In making this offer we accept all of the terms and conditions of the TERMS OF OFFERING published in the Preliminary Official Statement dated August 8, 2017. In the event of failure to deliver the Bonds in accordance with the TERMS OF OFFERING as printed in the Preliminary Official Statement and made a part hereof, we reserve the right to withdraw our offer, whereupon the deposit accompanying it will be immediately returned. All blank spaces of this offer are intentional and are not to be construed as an omission. Not as a part of our offer, the above quoted prices being controlling, but only as an aid for the verification of the offer, we have made the following computations:

NET INTEREST COST: \$ \_\_\_\_\_

TRUE INTEREST COST: \_\_\_\_\_ % (Based on dated date of September 12, 2017)

Account Manager: \_\_\_\_\_ By: \_\_\_\_\_

Account Members: \_\_\_\_\_

The foregoing offer is hereby accepted by and on behalf of the City Council of the City of Ames, Iowa this 22<sup>nd</sup> day of August, 2017.

Attest: \_\_\_\_\_ By: \_\_\_\_\_

Title: \_\_\_\_\_ Title: \_\_\_\_\_

**COUNCIL ACTION FORM**

**SUBJECT:**     **POWERS AND DUTIES OF THE CITY ATTORNEY**

**BACKGROUND:**

As part of the recruitment for a new City Attorney, the Council passed a motion on July 11, 2017 directing staff to draft modifications to Section 2.48 of the *Ames Municipal Code* to parallel the City Attorney's job description approved at that same meeting. Section 2.48 describes the powers and duties of the City Attorney.

The proposed ordinance adds a new subsection (7) to Sect. 2.48, which reads as follows:

(7)       Follow established City policies and processes. Follow adopted City policies and administrative processes, including, but not limited to, personnel policies; purchasing policies; pay and classification systems; Civil Service practices and policies; and performance management, hiring, and budget processes. Under the direction of the City Manager's Office, prepare and administer the annual budget for the City's Legal Department. Lead legal staff in implementing department and City-wide goals and objectives."

The language in subsection (7) was taken directly from the job description for the City Attorney, with minor edits to conform to the style of the ordinance.

Additionally, a few changes are being recommended to clean up some existing provisions of Section 2.48 to remove some antiquated or superfluous language, or to clarify intent of language. These include: A) clarifying that "assistants" in the current ordinance means Assistant City Attorneys; B) clarifying that the City Attorney supervises the support staff in the Legal Department; C) removing from subsection (1) a requirement that legal opinions shall be filed with and preserved by the City Clerk; and D) removing the words "board or commissions" from the list of City officials or entities that can direct the City Attorney to draw contracts or take other legal action.

**ALTERNATIVES:**

1.   The City Council can adopt the attached ordinance.
2.   The Council can direct staff to modify the proposed ordinance.

**CITY MANAGER'S RECOMMENDED ACTION:**

The attached ordinance formally updates the City Attorney's duties to parallel those recently approved by Council for inclusion in the job description for this position. It also includes several minor changes to clarify the City Attorney's responsibilities, and removes the authority previously granted to boards and commissions to independently direct the City Attorney to take various actions.

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



**ORDINANCE NO.**

**AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY REPEALING CHAPTER 2 SECTION 2.48 AND ENACTING A NEW CHAPTER 2 SECTION 2.48 THEREOF, FOR THE PURPOSE OF CLARIFYNG POWERS AND DUTIES OF THE CITY ATTORNEY; REPEALING ANY AND ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT TO THE EXTENT OF SUCH CONFLICTAND ESTABLISHING AN EFFECTIVE DATE.**

**BE IT ENACTED**, by the City Council for the City of Ames, Iowa, that:

Section One. The Municipal Code of the City of Ames, Iowa shall be and the same is hereby amended by repealing Chapter 2 Section 2.48 and enacting a new Chapter 2 Section 2.48 as follows:

**“Sec. 2.48. POWERS AND DUTIES.**

The City Attorney shall be head of the Legal Department of the City and supervise such Assistant City Attorneys and support staff as may be appointed. The City Attorney, and Assistant City Attorneys when so directed by the City Attorney, shall have the following powers and duties:

(1) Opinions. The City Attorney shall give, when requested by the City Council, administrative agency, City Manager or department head, legal opinion upon all questions of law arising out of any ordinances, suits, claims, or demands for or against the city, and shall give such opinion in writing unless otherwise so requested.

(2) Legal adviser. Act as legal adviser to all City officials, boards and commissions as far as their or its official duties are concerned, when requested to do so by said officials, boards and commissions.

(3) Ordinances. Report to the City Council any defects that may be discovered in any ordinance, and shall draw such ordinances as may be requested by the City Council.

(4) Contracts and litigation. When directed to do so by any City official, draw all contracts between the city and other parties, prosecute and defend all suits or other matters in which the City shall be a party, take appeals in such cases as the interest of the City requires, and prosecute or defend the City's interest in all the courts of the State and of the United States, all subject, however, to the direction of the City Council; provided however, that the City Attorney is authorized and directed hereby to prepare, sign and file proper informations when there is evidence that a person may be guilty of a violation of a City ordinance, and to prosecute any and all such informations to judgment and on appeal.

(5) Sign legal papers. Sign the name of the City to bonds and papers of whatever kind necessary in legal proceedings for the prosecution of any suit in court when directed to do so by the City Council.

(6) Deliver effects of office to successor. Transmit to a successor a docket of all cases pending wherein the City is a part, as well as all books, papers and documents in the possession of the City Attorney belonging to the City.

*(Ord. No. 2508, Sec. 2, 5-20-75, Ord. No. 3633, 10-23-01).*

(7) Follow established City policies and processes. Follow adopted City policies and administrative processes, including, but not limited to, personnel policies; purchasing policies; pay and classification systems; Civil Service practices and policies; and performance management, hiring, and budget processes. Under the direction of the City Manager's Office, prepare and administer the annual budget for the City's Legal Department. Lead legal staff in implementing department and City-wide goals and objectives.”

Section Two. All ordinances, or parts of ordinances, in conflict herewith are hereby repealed to the extent of such conflict, if any.

Section Three. This ordinance shall be in full force and effect from and after its passage and publication as required by law.

Passed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Diane R. Voss, City Clerk

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