

AGENDA
MEETING OF THE AMES AREA METROPOLITAN PLANNING ORGANIZATION
TRANSPORTATION POLICY COMMITTEE AND
REGULAR MEETING OF THE AMES CITY COUNCIL
COUNCIL CHAMBERS - CITY HALL - 515 CLARK AVENUE
MAY 22, 2018

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.

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

CALL TO ORDER: 6:00 p.m.

1. Hearing on Amendment to 2015-2019 Passenger Transportation Plan:
 - a. Motion approving Amendment to 2015-2019 Passenger Transportation Plan
2. Hearing on Amendment to 2018-2021 Transportation Improvement Program:
 - a. Motion approving Amendment to 2018-2021 Transportation Improvement Program
3. Hearing on Draft FY 2019 Transportation Planning Work Program:
 - a. Motion approving Final FY 2019 Transportation Planning Work Program
4. Motion approving Draft FY 2019-2022 Transportation Improvement Program and setting July 10, 2018, as date of public hearing

POLICY COMMITTEE COMMENTS:

ADJOURNMENT:

REGULAR CITY COUNCIL MEETING*

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

PROCLAMATION:

1. Proclamation for “National Public Works Week,” May 20-26, 2018

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

2. Motion approving payment of claims
3. Motion approving Minutes of Regular Meeting of May 8, 2018

4. Motion approving Report of Contract Change Orders for May 1-15, 2018
5. Motion approving 5-day (June 13-17) Class C Liquor License for Olde Main at Reiman Gardens, 1407 University Boulevard
6. Motion approving new Class C Liquor License for Cy's Party Time Lounge, 115 5th Street
7. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class B Liquor & Catering – Gateway Hotel & Conference, 2100 Green Hills Drive
 - b. Class C Liquor – Fuji Japanese Steakhouse, 1614 S. Kellogg Avenue #101
 - c. Class C Liquor, B Wine, & Outdoor Service – Della Viti, 323 Main Street #102
8. Motion approving request from Iowa State Conference Planning and Management for Fireworks Permit for display from ISU Lots C5-C6 at 9:45 p.m. on Saturday, May 26 for Odyssey of the Mind
9. Resolution accepting Deed from Barbara J. Hanson dedicating right-of-way in the area of 1811 E. Lincoln Way
10. Resolution approving annual changes to ASSET Policies and Procedures
11. Resolution awarding contract to Eide Bailly LLP of Dubuque, Iowa, to audit the City's financial statements for FY ending June 30, 2018
12. Resolution approving FY 2018/19 Contracts with Human Services agencies (ASSET)
13. Resolution approving FY 2017/18 and 2018/19 Outside Funding contracts
14. Resolution approving FY 2018/19 Commission On The Arts (COTA) Annual Grant contracts
15. Resolution approving revision to 2017/18 COTA Annual Grant Contract for India Cultural Association
16. Resolution approving one-year Lease extension for Welch Avenue Parking Lot T
17. Resolution approving Addendum to Memorandum of Understanding between Iowa State University and the City regarding law enforcement services at University-leased residential property
18. Resolution amending the U-STEP Agreement with Iowa DOT for 2015/16 Traffic Signal Program (University Boulevard & Highway 30 Westbound Off-Ramp)
19. Resolution approving Addendum to Iowa DOT Funding Agreement for 2007/08 Shared Use Path System Expansion (Bloomington to Ada Hayden)
20. Resolution approving preliminary plans and specifications for 2007/08 Shared Use Path System Expansion (Bloomington to Ada Hayden); setting June 19, 2018, as the bid due date and June 26, 2018, as the date of public hearing
21. Resolution approving preliminary plans and specifications for 2017/18 Low-Point Drainage - Ridgetop Road (130' west of Valley View Road); setting June 20, 2018, as bid due date and June 26, 2018, as date of public hearing
22. Resolution approving preliminary plans and specifications for 2016/17 Arterial Street Improvements - West Lincoln Way; setting June 20, 2018, as bid due date and June 26, 2018, as date of public hearing
23. Resolution approving preliminary plans and specifications for 2017/18 S. Duff Avenue Improvements; setting June 6, 2018, as bid due date and June 12, 2018, as the date of public hearing
24. Resolution awarding contract to DPC Industries, Inc., of Bellevue, Nebraska, for Liquid Sodium Hypochlorite for Water Plant and Power Plant in the unit price of \$0.94/gallon
25. Resolution waiving purchasing policy requirement for formal bidding procedures and awarding

- sole source contract to Open Systems International, Inc., of Medina, Minnesota, for Monarch Diamond Support for SCADA in the amount of \$102,513
26. Water & Pollution Control (WPC) Biosolids Disposal Operations Contract:
 - a. Resolution accepting completion of Year 2 Contract by Nutri-Ject System, Inc., of Hudson, Iowa
 - b. Resolution awarding Year 3 to Nutri-Ject System, Inc., of Hudson, Iowa, in the amount of \$52,025
 27. Resolution awarding Contract to Atlas Copco Compressors, LLC, of Omaha, Nebraska, for Instrument Air Compressor for Electric Services in the amount of \$50,070 (inclusive of Iowa sales tax)
 28. Resolution awarding Contract to STI CEMS Services, LLC, of Waldron, Arkansas, for Continuous Emissions Monitoring System Replacement for Electric Services in the amount of \$448,135.30 plus applicable sales taxes to be paid by the City of Ames to the State of Iowa
 29. Resolution approving contract and bond for Top-O-Hollow Substation Construction
 30. Resolution approving renewal of Contract with Wright Tree Services of Des Moines, Iowa, for Electric Distribution Line Clearance Program for period July 1, 2018, through June 30, 2019, at a cost not-to-exceed \$317,900
 31. Resolution approving renewal of Contract with MCG Energy Solutions, LLC, of Minneapolis, Minnesota, for MISO Market Participant Services for period July 1, 2018, through June 30, 2019, in the amount of \$126,690
 32. Resolution approving renewal of Contract with ChemTreat, Inc., of Glen Allen, Virginia, for Chemical Treatment Program for Power Plant in an amount not to exceed \$282,000
 33. Resolution accepting completion of contract with Hooper Corporation of Madison, Wisconsin, for Ames Plant to NE Ankeny 161 kV Transmission Line Iowa DOT Relocation at a total cost of \$950,032.43
 34. Resolution approving Plat of Survey for 322, 330, 334, 404, and 408 S. 4th Street

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.

ORDINANCES:

35. Rental Housing Concentration Cap:
 - a. Discussion of hardship options
 - b. Third passage and adoption of ORDINANCE NO. 4354 setting the rental concentration cap
 - c. Resolution establishing Concentration Cap boundaries
 - d. First passage of ordinance revising Chapter 13, Rental Housing Code, to continue Moratorium until July 31, 2018, (Second and third readings and adoption requested), if needed
36. First passage of ordinance approving revision to *Municipal Code* Section 21.121(2) to allow signs not exceeding 16 square feet to be erected in residentially zoned private parks

37. Second passage of Downtown/Gateway Zoning District Ordinance pertaining to standards
38. Second passage of ordinance relating to installation of public art in setbacks
39. Second passage of ordinance establishing the 415 Stanton Avenue Urban Revitalization Area
40. Second passage of ordinance rezoning 3507 South Duff Avenue from Highway-Oriented Commercial (HOC) to Agricultural (A)
41. Second passage of ordinance modifying Section 19.12 of *Municipal Code* to allow bike-riding on hard-surfaced pathways in Brookside Park

HEARINGS:

42. Hearing on rezoning properties within the Downtown Gateway Focus Area of the Lincoln Way Corridor Plan from Highway Oriented Commercial (HOC) and Downtown Service Center (DSC) Zoning Districts to Downtown Gateway Commercial Zoning District:
 - a. First passage of ordinance
43. Hearing on Final Amendments to Fiscal Year 2017/18 Budget:
 - a. Resolution amending current budget for Fiscal Year ending June 30, 2018
44. Hearing on the vacation of Electrical and Sanitary Sewer Easements at 530 SE 16th Street and 900 SE 16th Street:
 - a. Resolution vacating two Electric Easements and one Sanitary Sewer Easement at 530 SE 16th Street and 900 SE 16th Street
45. Hearing on the vacation of an Electrical Easement at 404 S. 4th Street:
 - a. Resolution vacating Electrical Easement at 404 S. 4th Street
46. Hearing on the sale of a vacated alley generally located adjacent to 315 S 2nd Street (abutting the west lot line of Lot 7, Block 3, Black's Second Addition):
 - a. Resolution approving sale and conveyance by Quit Claim Deed to 315 S. 2nd Street, L.L.C.
47. Hearing on Electrical Maintenance Services for Power Plant:
 - a. Resolution approving final plans and specifications and awarding contract to Tri-City Electric Company of Iowa of Davenport, Iowa, in an amount not-to-exceed \$135,000
48. Hearing on Specialized Wet Dry Vacuum, Hydro Blast, & Related Cleaning Services for Power Plant:
 - a. Motion accepting Report of Bids and delaying award of contract
49. Hearing on Motor Repair for Power Plant:
 - a. Motion accepting Report of Bids and delaying award of contract

PUBLIC WORKS:

50. 1604 Truman Drive:
 - a. Resolution setting June 12, 2018, as the date of public hearing on request to vacate Right-of-Way adjacent to 1604 Truman Drive
 - b. Resolution setting July 10, 2018 as the date of public hearing on conveyance of Right-of-Way adjacent to 1604 Truman Drive

DISPOSITION OF COMMUNICATIONS TO COUNCIL:

COUNCIL COMMENTS:

CLOSED SESSION:

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

ADJOURNMENT:

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

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

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

BACKGROUND:

The Federal government requires a locally-coordinated planning process for transportation issues between human/health service agencies and transportation providers. States and metropolitan planning organizations in turn, have been charged to carry out this process and as a result are required to develop a Passenger Transportation Plan (PTP). This plan provides needs-based justification for identifying passenger transportation priorities and/or strategies. The PTP is coordinated with both the Story County Human Service Council and the Transportation Collaboration groups. The PTP must be updated, at a minimum, every five years. The Ames Area MPO last amended its PTP in January 2018 and is required to submit the next full PTP to the Iowa DOT in May 2019. During the interim, there must be documentation of at least two coordination meetings to be submitted to the IDOT annually by July 31st of which the Ames Area MPO exceeds this requirement.

Projects funded with Enhanced Mobility for Seniors and Individuals with Disabilities (5310) formula funding must specifically be identified within the PTP. Currently, the PTP identifies four projects for utilization of the 5310 funding: 1) CyRide's ADA Dial-A-Ride service, 2) Bus Stop Improvements, 3) Replacement/ Expansion of Light Duty Buses/Vehicles, and 4) Replacement/Expansion of Van Vehicles. Any suggested changes to 5310 funded projects within the PTP require an amendment to the plan.

PTP AMENDMENT:

CyRide is seeking to allocate this remaining 'uncommitted' funding from Dial-A-Ride services to purchase annunciators for the CyRide fixed-route fleet.

Automated Vehicle Annunciators – AVA (Section 5310):

To comply with the Americans with Disabilities Act (ADA), CyRide's drivers manually announce major transfer locations along transit routes as well as any bus stops the public request to be announced. In 2017, CyRide began working with Iowa State University's Alliance for Disability Awareness group which has communicated their desire for drivers to announce all bus stops throughout the Ames' community without customers needing to verbally make a request to the driver. Such a system would be over and beyond what is required for ADA.

Automated vehicle annunciators (AVA) synced with LED signage will help keep all passengers, disability or not, better informed of where the bus is located along the route. This AVA will also make riding the bus more convenient for and provide independence to hearing or visually disabled passengers. Automated announcements will make the messages more uniformly stated across the transit system by having the stops broadcasted in a similar method and at a consistent volume to be heard over loud noises inside and outside the buses. An AVA system will also allow CyRide's drivers to focus on operating the vehicle safety instead of talking into the intercom system every few blocks.

CyRide has \$435,452 of existing 5310 funding available which can be programmed over the next several years for this project to benefit the elderly and disabled Ames' community. As a result, CyRide's transit board made a commitment within their capital plan to purchase an AVA system over a four to five year period beginning in FY2019. CyRide would fund the local portion of this project.

Approximate funding for entire AVA project = (\$1,000,000 total; \$800,000 federal) Approximate FY 2019 funding = (\$544,315 total; \$435,452 federal). The Transit Board has identified the local match of \$108,863 in the FY 2019 Capital Improvement Plan. Future 5310 funds will be identified for completion of the AVA implementation.

This project was reviewed with the Story County Human Service Council at their February 22, 2018 meeting and was recommended to the Ames Area MPO to be amended into the PTP. The Ames Area MPO Transportation Policy Committee is required to approve the PTP along with the recommended program for submittal to the Iowa Department of Transportation and Federal Transit Administration.

ALTERNATIVES:

1. Approve the amended AAMPO 2015 – 2019 Final Passenger Transportation Plan.
2. Approve the amended AAMPO 2015 – 2019 Final Passenger Transportation Plan with further recommendations.

ADMINISTRATOR'S RECOMMENDATION:

The Ames Area MPO Transportation Technical Committee has reviewed the amended AAMPO 2015 Final Passenger Transportation Plan and unanimously recommends approval. During the public input period, no revisions were requested by the public.

Therefore, it is recommended by the Administrator that the Transportation Policy Committee adopt Alternative No. 1, as noted above.

IV – PRIORITIES AND STRATEGIES

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

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

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

Customer Service Portal (Section 5310): In October 2017, HIRTA announced their plan to implement a customer service portal where customers will be able to book their own trips online, change their account status (address, phone number, etc.), check on their trip status, pay for trips online, etc. HIRTA is implementing this for their passengers throughout their service area including Story County and the Ames area. The Section 5310 funding supports projects that improve mobility for seniors and individuals with riding in Ames and the portal will be an outstanding technological improvement, benefiting ADA Paratransit (Dial-A-Ride) customers. This sort of technology has been specifically requested by an ISU's Alliance for Disabilities Awareness group which has met with CyRide over the past year to improve their rider experience on CyRide's Dial-A-Ride service. The one-time total capital cost of the customer service portal is \$179,560. HIRTA and CyRide have agreed that the Ames' 5310 funding should support approximately \$15,711 (\$12,569 federal) of the portal relative to the percentage of Dial-A-Ride passengers to HIRTA's overall customers throughout the region. HIRTA will accommodate the remainder of this purchase with other identified funding through their own budget. This capital cost portion for Dial-A-Ride will be amended as a miscellaneous expense into CyRide's contract with HIRTA to operate its Dial-

A-Ride service. Existing 5310 funding is currently available within the existing annual Dial-A-Ride Service budget above, due to unspent funding within previous years, to support this one-time project that will be drawn over a six-month period under the service agreement contract therefore no additional funding is 5310 is needed other than to identify it specifically within this plan. (Approximate one-time funding = \$179,560 total; \$12,569 federal)

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

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

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

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

years.

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

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

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

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

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

5. **Automated Vehicle Annunciators - AVA (Section 5310):** To comply with the Americans with Disabilities Act (ADA), CyRide's drivers manually announce major transfer locations along transit routes as well as any bus stops the public request to be announced. In 2017, CyRide began working with Iowa State University's Alliance for Disability Awareness group which has communicated their desire for drivers to announce all bus stops throughout the Ames' community without customers needing to verbally make a request to the driver. Such a system would be over and beyond what is required for ADA.

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CyRide has existing 5310 funding available which can be programmed over the next several years for this project to benefit the elderly and disabled Ames' community. As a result, CyRide's transit board made a commitment within their capital plan to purchase an AVA system over a four to five year period beginning in FY2019. CyRide would fund the local portion of this project.

Approximate funding for entire AVA project= (\$1,000,000 total; \$800,000 federal)

Approximate annual funding maximum = (\$300,000 total; \$240,000 federal)

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

SUBJECT: AMENDMENT TO THE FY 2018 – 2021 TRANSPORTATION IMPROVEMENT PROGRAM

BACKGROUND:

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

The amendment to the Fiscal Year (FY) 2018 - 2021 Transportation Improvement Program involves changing the following:

TPMS Project Updates

- \$212,980 in CMAQ - #9 Plum Weekday Route Expansion (Project 3664)
 - Iowa Clean Air Attainment Program (ICAAP) awarded by Iowa DOT on January 9, 2018. Project must be added to access ICAAP award.
- \$435,452 in 5310 funding - Annunciators (Project 4840)
 - Add new project using uncommitted 5310 funding to purchase on-board annunciators for CyRide's fixed-route fleet. (See 3-27-18 Agenda Item #4)
- \$160,000 in TAP – Skunk River Trail: SE 16th Street to E Lincoln Way (Project 14983)
 - Remove project to maintain fiscal constraint in FY 2018. ****Project to be added back in FY2019-2022 TIP** The Iowa DOT has now established the revised TAP process and asked all MPOs to move current TAP projects to FY19. All anticipated funding will be maintained.**

Requirements to process an amendment to the TIP require an opportunity for public review and comment as well as approval by both the Technical and Policy Committees of the Ames Area MPO. The Transportation Technical Committee reviewed the amendment on March 8, 2018. The public input period was available from March 27, 2018 to May 11, 2018. No comments requesting modifications were received during the input period.

ALTERNATIVES:

1. Approve the amended FY 2018-2021 Transportation Improvement Program for submission to the Iowa Department of Transportation.

2. Approve the amended FY 2018-2021 Transportation Improvement Program with Transportation Policy Committee modifications for submission to the Iowa Department of Transportation.

ADMINISTRATOR'S RECOMMENDED ACTION:

The Ames Area MPO Transportation Technical Committee has reviewed the amended FY 2018-2021 TIP and unanimously recommends approval. During the public input period, no revisions were requested by the public.

Therefore, it is recommended by the Administrator that the Transportation Policy Committee adopt Alternative No. 1, thereby approving the amended FY 2018 - 2021 Transportation Improvement Program for submission to the Iowa Department of Transportation.

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

SUBJECT: FINAL FY 2019 TRANSPORTATION PLANNING WORK PROGRAM

BACKGROUND:

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

The Transportation Planning Work Program (TPWP) includes several work elements to ensure an integrated transportation system. These elements include administrative tasks for transportation planning, programming and development for the Transportation Improvement Program, comprehensive transportation planning and in-depth technical analysis, enhanced transit planning for coordination, accessibility, and efficiency, public participation enhancement and incorporation into the transportation planning process, committee support, and maintenance and development of the Long Range Transportation Plan. Some expected products in the FY 2019 TPWP include the development of the Transportation Improvement Program, ongoing maintenance of the Long Range Transportation Plan and Passenger Transportation Plan.

Federal and State partners at the Iowa Department of Transportation, Federal Highway Administration, and the Federal Transit Administration were provided the opportunity to review the proposed TPWP for Ames during the month of April. The draft document was found to conform to State and Federal regulations and found to include appropriate activities to perform the regional transportation planning process.

ALTERNATIVES:

1. Approve the final FY 2019 Transportation Planning Work Program for submission to the Iowa Department of Transportation.
2. Approve the final FY 2019 Transportation Planning Work Program with Transportation Policy Committee modifications for submission to the Iowa Department of Transportation.

ADMINISTRATOR'S RECOMMENDED ACTION:

The Ames Area MPO Transportation Technical Committee has reviewed the FY 2019 TPWP and unanimously recommend approval. The Ames Area MPO staff received and addressed comments from the Iowa Department of Transportation, Federal Highway Administration, and Federal Transit Administration. During the public input period, no revisions were requested by the public.

Therefore, it is recommended by the Administrator that the Transportation Policy Committee adopt Alternative No. 1, as noted above.



FY19

**Transportation Planning
Work Program**

Final

The Ames Area MPO prepared this report with funding from the U.S. Department of Transportation's Federal Highway Administration and Federal Transit Administration, and in part through local matching funds of the Ames Area MPO member governments. These contents are the responsibility of the Ames Area MPO. The U.S. government and its agencies assume no liability for the contents of this report or for the use of its contents. The Ames Area MPO approved this document on May 22, 2018. Please call (515) 239.5160 to obtain permission to use.

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Appendix A: Procurement and Consultant Selection Certification

Appendix B: Minutes Approving FY 2019 Transportation Planning Work Program

Introduction

The Fiscal Year 2019 Transportation Planning Work Program (FY 19 TPWP) is the work plan for the fiscal year beginning July 1, 2018 and ending June 30, 2019. The TPWP is a requirement of 23 CFR 450.308(b) for metropolitan planning organizations to develop a document identifying work proposed for the next one-year period by major activity and task. The document should be in enough detail to indicate who will perform the planning activity, the schedule for completing the activity, what products should result from each activity, funding for each activity as well as a total program budget.

Area Background

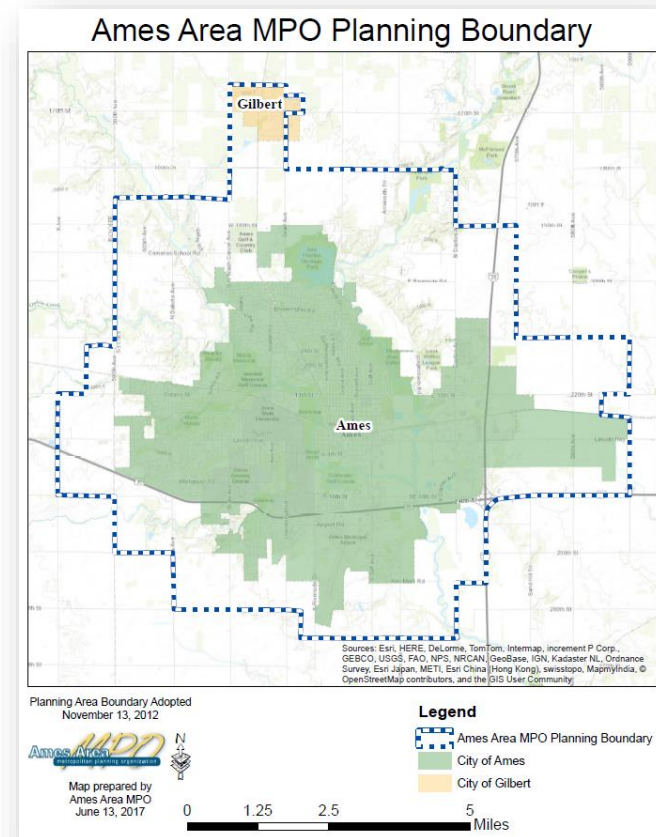
The Ames Area MPO was officially designated the MPO of the Ames urbanized area by the Governor of Iowa in March 2003. This designation was the result of the Ames urbanized area having a population of greater than 50,000 in the 2000 census. As a result of the 2010 Census, the urbanized areas of Ames and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

Definition of Area

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

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

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



Regional Planning Principles

Planning Priorities

The FY 2019 TPWP addresses the planning goals of the Ames Area MPO, which are:

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

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

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

3. **Ladders of Opportunity:** Access to essential services.

To address these priorities and challenges in the FY 2019 TPWP, the Ames Area MPO will conduct the following activities to address these areas of emphasis:

- **Development of Performance Measures into Planning Processes (Task 1)** – Transition MPO planning activities to using performance measures to implement FAST Act
- **Partnering with local organizations and host additional coordination meetings (Task 1)** – Ensuring a regional approach to our transportation planning activities.
- **FY 2019 – 2022 Transportation Improvement Program (Task 2)** – Develop a short-range transportation document in accordance with the Public Participation Process to address transportation programming using principals from the Ames Mobility 2040 LRTP and incorporating performance based planning through implementation of performance measures
- **Passenger Transportation Plan (PTP) (Task 4)** – Develop the 2020-2024 PTP to address access to essential services within the Ames region.

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

- Transportation Planning Work Program (TPWP)
- Transportation Improvement Program (TIP)
- Public Participation Plan (PPP)
- Long Range Transportation Plan (LRTP)
- Passenger Transportation Plan (PTP)

Performance-based Planning and Programming

Performance based planning and performance management became a focus for State and regional transportation planning with the signing of the 2012 surface transportation bill Moving Ahead for Progress in the 21st Century (MAP-21). This bill included requirements for performance based planning and performance management and set seven national goals. The Ames Area MPO must establish and use a performance-based approach to transportation decision making to support the national goals.

Key Terms:

- Goal: a broad statement that describes a desired end state
- Objective: a specific, measurable statement that supports achievement of a goal
- Performance Measures: metric used to assess progress towards meeting an objective
- Target: specific level of performance that is desired to be achieved within a certain timeframe

Safety

The safety measures are:

1. Number of Fatalities
2. Rate of Fatalities per 100 million VMT
3. Number of Serious Injuries
4. Rate of Serious Injuries per 100 million VMT
5. Number of Non-Motorized Fatalities and Non-motorized Serious Injuries

Rather than setting its own 2014-2018 safety targets, the Ames Area MPO has chosen to support the Iowa Department of Transportation safety targets as published in the Iowa Highway Safety Improvement Program 2017 Annual Report. The MPO supports those targets by reviewing and programming all Highway Safety Improvement Program (HSIP) projects within the MPO boundary that are included in the Iowa DOT Transportation Improvement Program. Any Iowa DOT sponsored HSIP projects within the MPO area were selected based on safety performance measures and were approved by the Iowa Transportation Commission. The Iowa DOT conferred with numerous stakeholder groups, including the Ames Area MPO, as part of its target setting process. Working in partnership with local agencies, Iowa DOT safety investments were identified and programmed which will construct effective countermeasures to reduce traffic fatalities and serious injuries. Iowa DOT projects chosen for HSIP investment are based on crash history, roadway characteristics, and the existence of infrastructure countermeasures that can address the types of crashes present. The Iowa DOT continues to utilize a systemic safety improvement process rather than relying on “hot spot” safety improvements.

Pavement, Bridge, System Performance, Freight

The pavement and bridge measures are:

1. Percent of Interstate pavements in Good condition
2. Percent of Interstate pavements in Poor condition
3. Percent of non-Interstate NHS pavements in Good Condition
4. Percent of non-Interstate NHS pavements in Poor condition
5. Percent of NHS bridges classified as in Good condition
6. Percent of NHS bridges classified as in Poor condition

The system performance and freight measures are:

1. Percent of person-miles traveled on the Interstate that are reliable
2. Percent of person-miles traveled on the non-Interstate NHS that are reliable
3. Truck Travel Time Reliability Index

The Ames Area MPO will be deciding to set targets or support the State's targets for pavement, bridge, system performance, and freight measures during State Fiscal Year 2019.

Transit Asset Management

The transit asset management targets are:

1. Equipment: Percent of non-revenue vehicles met or exceeded Useful Life Benchmark
2. Rolling Stock: Percentage of revenue vehicles met or exceeded Useful Life Benchmark
3. Facilities: Percentage of assets with condition rating below 3.0 on FTA TERM scale
4. Infrastructure: Not applicable.

In May 2017, the Ames Area MPO adopted transit asset management targets. The infrastructure performance measure element which FTA requires is limited to rail fixed guideway assets of which there is not any rail passenger with Ames. The first Transit Asset Management Plan is due in October 2018. With the adoption of this plan, performance measure elements will be included in regional transportation planning documents.

Performance Management Agreement

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

1) Transportation performance data

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

2) Selection of performance targets

- a) The Iowa DOT will develop draft statewide performance targets for FHWA measures in coordination with MPOs. Coordination may include in-person meetings, web meetings, conference calls, and/or email communication. MPOs shall be given an opportunity to provide comments on statewide targets and methodology before final statewide targets are adopted.

- b) If an MPO chooses to adopt their own target for any measures, they will develop draft MPO performance targets in coordination with the Iowa DOT. Coordination methods will be at the discretion of the MPO, but the Iowa DOT shall be provided an opportunity to provide comments on draft MPO performance targets and methodology prior to final approval.

3) Reporting of performance targets

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

- c) The Iowa DOT will include information outlined in 23 CFR 450.216 (f) in any statewide transportation plan amended or adopted after May 27, 2018, and information outlined in 23 CFR 450.218 (q) in any statewide transportation improvement program amended or adopted after May 27, 2018.
- d) MPOs will include information outlined in 23 CFR 450.324 (f) (3-4) in any metropolitan transportation plan amended or adopted after May 27, 2018, and information outlined in 23 CFR 450.326 (d) in any transportation improvement program amended or adopted after May 27, 2018.
- e) Reporting of targets and performance by the Iowa DOT and MPOs shall conform to 23 CFR 490, 49 CFR 625, and 49 CFR 673.

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

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

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

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

Air Quality

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

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

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

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

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

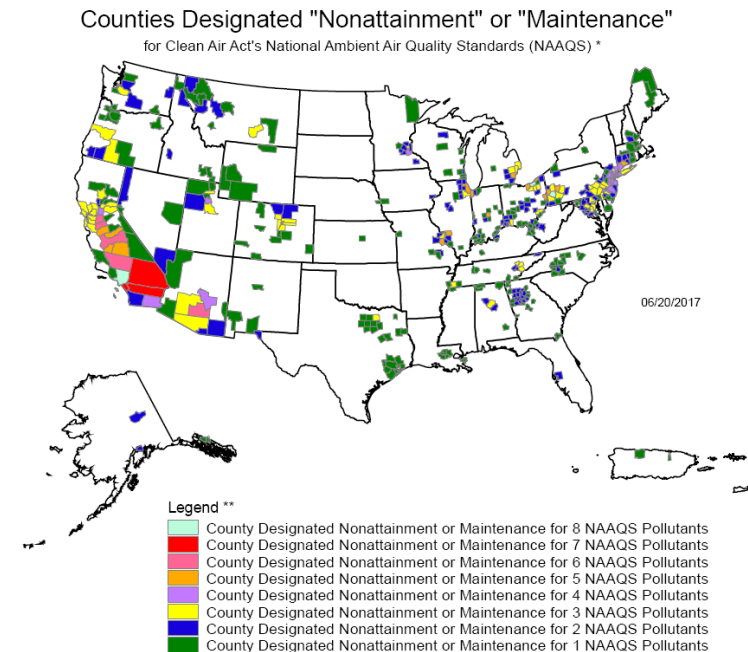


Figure 1 U.S. EPA Green Book

TPWP Development

The FY 2019 Transportation Planning Work Program was developed by input from the Ames Area MPO staff, members of the Transportation Technical Committee, the general public, and the Transportation Policy Committee. The following milestones describe the process in which the Transportation Planning Work Program was developed.

- **March 8, 2018 – Transportation Technical Committee**

The Transportation Technical Committee reviewed the draft FY 2019 Transportation Planning Work Program and made final recommendations.

- **March 9 – May 11, 2018 – Public Input Period**

A public comment period was open for the draft FY 2019 Transportation Planning Work Program from March 9 through May 11. On March 9, MPO staff hosted a public input session to introduce the document to the general public. The draft plan was also made available on the Ames Area MPO website (www.aampmo.org). Comments could be submitted via online form, e-mail, mail, and by phone.

- **March 27, 2018 – Transportation Policy Committee Meeting**

The Transportation Policy Committee approved the draft FY 2019 Transportation Planning Work Program and set a date, May 22, 2018, for a public hearing to consider and adopt the FY 2019 work program.

- **April 2018 – Review from DOT Partners**

In April, the draft FY 2019 Transportation Planning Work Program was submitted to Federal and State partners, including the Iowa Department of Transportation, Federal Highway Administration, and

Federal Transit Administration, for compliance review and comments.

- **May 22, 2018 – Transportation Policy Committee Hearing**

The Transportation Policy Committee held a public hearing to consider adoption of the FY 2019 Transportation Planning Work Program with opportunities from the public to respond and present to the committee. [REDACTED] from the public submitted comments at the public hearing.

Private Sector Involvement

Consultants will be used to perform the following subtasks:

- Long Range Transportation Plan update (Task 6) task will include hiring of consultant services to prepare various elements of the long range transportation plan update with 2045 planning horizon year. The LRTP update will span three years into the FY 2021 TPWP.

Organization of the Ames Area MPO

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

Transportation Policy Committee

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

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

† Chair

‡ Advisory, Non-Voting Member

Transportation Technical Committee

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

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

† Chair

††Vice-Chair

‡ Advisory, Non-Voting Member

Work Elements

Task 1 – Administration and Support

Objective:

To initiate and properly manage the “3-C” planning process, ensuring that it is continuous, cooperative, and comprehensive, and in compliance with applicable State and Federal laws and regulations.

Previous Work:

- Administer the FY 2018 Transportation Planning Work Program
- Develop and approve the FY 2019 Transportation Planning Work Program
- Complete annual Self Certification
- Attend Iowa DOT quarterly MPO meetings
- Quarterly submittals for planning funding reimbursement
- Filing and reporting routine items required by the Iowa Department of Transportation, Federal Transit Administration, and Federal Highway Administration
- Conducted six Transportation Policy Committee meetings on: July 11, 2017; September 26, 2017; December 12, 2017; January 9, 2018; March 27, 2018; and May 22, 2018.
- Conducted three Transportation Technical Committee meetings on: September 7, 2017; March 8, 2018; and May 17, 2018.
- Conducted two public meeting on March 9, 2018 and May 18, 2018.
- Published MPO related messages on social media
 - Facebook: [facebook.com/cityofames](https://www.facebook.com/cityofames)
 - Twitter: @cityofames

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

Description:

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

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

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

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

FY 2019 Products:

- Maintain records and files in accordance with retention requirements
- Complete reports, surveys, and other materials as requested by Federal, State, or other governmental agency
- Carry out Annual Certification and all matters required of the certification
- Develop 2018 Title VI Report for Iowa DOT
- Update Public Participation Plan
- Administration of Transportation Planning Work Program
 - Implementation and maintenance of the FY 2019 Transportation Planning Work Program
 - Creation and implementation of the FY 2020 Transportation Planning Work Program
 - Administration of reimbursements, filings, and reports as required to carry out activities of the Transportation Planning Work Program
- Monitor, coordinate, and implement performance measures into MPO planning processes as required by Federal and State regulation
- Administer meetings of the Transportation Policy Committee and Transportation Technical Committee
- Participation in regional and state-wide coordination meetings related to transportation planning, including groups such as:
 - Central Iowa Bicycle-Pedestrian Roundtable
 - Iowa Transportation Coordination Council
 - Passenger Rail Advisory Group
 - Local organization and non-profit meetings and activities promoting transportation choice,

- safety, public health, land-use, and other complementary causes
- Continue marketing and outreach of MPO planning activities including
 - Produce content for the MPO website (www.aampo.org)
 - Advertise meetings and events in various outlets
 - Monitor outreach activities in accordance with the Public Participation Plan
- Participate and organize conferences, trainings, and coordination meetings pertinent to transportation planning hosted by Federal, State, professional organizations, or other agencies.

Schedule:

Task	Description (work product)	1 st Qtr (July – Sept.)	2 nd Qtr (Oct. – Dec.)	3 rd Qtr (Jan. – March)	4 th Qtr (April – June)
Administration and Support					
	Maintain program through processing formal amendments and administrative modifications as required	X			
	Complete the development and successfully process the adopted program	X			
	Develop Title VI Report	X			
	Update Public Participation Plan		X	X	X
	Administration of reimbursements, filings, and reports as required to carry out activities of the Transportation Planning Work Program	X	X	X	X
	Attend State and Federal workshops, meetings, or other organized events related for the proper administration of the Ames Area MPO	X	X	X	X
	Administer meetings of the Transportation Policy Committee and Transportation Technical Committee	X	X	X	X
	Updating content on the MPO website (www.aampo.org)	X	X	X	X
	Advertising meetings and events in various outlets	X	X	X	X
	Monitor outreach activities in accordance with the Public Participation Plan	X	X	X	X
	Participate and organize conferences, trainings, and coordination meetings pertinent to transportation planning hosted by Federal, State, professional organizations, or other agencies.	X	X	X	X
	Monitor, coordinate, and implement performance measures into MPO planning processes as required by Federal and State regulation	X	X	X	X

Work Element Summary:

Activity	Responsible Agency	MPO Hours	Staff	Federal Funds	Local Funds	Total
1. Administration	AAMPO	900		\$56,000	\$14,000	\$70,000

Task 2 – Transportation Improvement Program

Objective:

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

Previous Work:

- Ames Area MPO FY 2017 – 2020 Transportation Improvement Program
 - Processed required amendments and administrative modifications in accordance with outline procedures
- Ames Area MPO FY 2018 – 2021 Transportation Improvement Program
 - Development and adoption of the FY 2018 – 2021 Transportation Improvement Program
 - Prepare resolutions supporting regional Iowa Clean Air Attainment Program (ICAAP) grant applications
- Ames Area MPO FY 2019 – 2022 Transportation Improvement Program
 - Solicit and select list of local “Surface Transportation Block Grant” program (STBG) projects for funding
 - Develop draft program document for committee review and public participation process

Description:

The Ames Area MPO is responsible for developing the funding program of transportation projects which use Federal funds or are regionally significant. The MPO carries out a process for soliciting regional projects for the Surface Transportation Block

Grant (STBG) and Transportation Alternatives program (TA). The MPO also reviews regional projects seeking Iowa Clean Air Attainment Program (ICAAP) funds.

Projects which are awarded Federal funding or are regionally significant are included in the Transportation Improvement Program (TIP). The TIP is developed in coordination with local governments, the State of Iowa, and transit operators. Consistent with the Public Participation Plan, opportunities for public review and comments will be provided for all Transportation Policy Committee actions on the TIP. Coordination with the Iowa DOT Statewide Transportation Improvement Program (STIP) will also be undertaken.

FY 2019 Products:

- Ames Area MPO FY 2018 – 2021 Transportation Improvement Program
 - Maintain program through processing formal amendments and administrative modifications as required
- Ames Area MPO FY 2019 – 2022 Transportation Improvement Program
 - Complete the development and successfully process the adopted program
 - Maintain program through processing formal amendments and administrative modifications as required
- Ames Area MPO FY 2020 – 2023 Transportation Improvement Program
 - Prepare resolutions supporting regional Iowa Clean Air Attainment Program (ICAAP) grant applications

- Solicit and prioritize list of local "Transportation Alternatives" (TA) projects for funding
- Solicit and select list of local "Surface Transportation Block Grant" program (STBG) projects for funding
- Develop draft program document for committee review and public participation process

Schedule:

Task	Description (work product)	1 st Qtr (July – Sept.)	2 nd Qtr (Oct. – Dec.)	3 rd Qtr (Jan. – March)	4 th Qtr (April – June)
Transportation Improvement Program					
Ames Area MPO FY 2018 – 2021 Transportation Improvement Program					
	Maintain program through processing formal amendments and administrative modifications as required	X			
Ames Area MPO FY 2019 – 2022 Transportation Improvement Program					
	Complete the development and successfully process the adopted program	X			
	Maintain program through processing formal amendments and administrative modifications as required		X	X	X
Ames Area MPO FY 2020 – 2023 Transportation Improvement Program					
	Prepare resolutions supporting regional Iowa Clean Air Attainment Program (ICAAP) grant applications	X			
	Solicit and prioritize list of local "Transportation Alternatives" (TA) projects for funding			X	X
	Solicit and select list of local "Surface Transportation Block Grant" program (STBG) projects for funding			X	X
	Develop draft program document for committee review and public participation process				X

Work Element Summary:

Activity	Responsible Agency	MPO Hours	Staff	Federal Funds	Local Funds	Total
2. TIP	AAMPO	190		\$12,000	\$3,000	\$15,000

Task 3 – Comprehensive Planning

Objective:

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

Previous Work:

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

Description:

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

FY 2019 Products:

- Prepare updates to the Safe Routes to School map as necessary in coordination with the Ames Community School District
- Provide technical assistance to local cities in incorporating regional transportation planning goals and objectives into comprehensive, sub-area, capital improvement, and other local plans
- Perform data collection and GIS data maintenance of community assets used in transportation planning analysis, including traffic and trail count data
- Maintain travel demand model including trip generation, trip distribution, trip assignment, calibration, and validation
- Develop travel demand model following the ISMS (Iowa Standardized Model Structure) architecture.
- Traffic signal synchronization review
- Development of pavement management system
- Development of Ames Comprehensive Plan growth scenarios
- Analyze potential alternative funding sources
- Maintain and update the Regional ITS Architecture as necessary

Schedule:

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

Work Element Summary:

Activity	Responsible Agency	MPO Staff Hours	Federal Funds	Local Funds	Total
3. Comprehensive Planning	AAMPO	1,100	\$40,000	\$10,000	\$50,000

Task 4 – Transit Planning

Objective:

Enhance a coordinated, accessible, and efficient transit system.

Previous Work:

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

Description:

Planning efforts will reflect prioritization of the following areas:

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

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

FY 2019 Products:

- Various transit plans, administration and audits of the following programs requiring annual certifications by the transit agency:
 - a) Equal Employment Opportunity Program (EEO)
 - b) Title VI Program
 - c) Limited English Proficiency (LEP),
 - d) Disadvantaged Business Enterprise (DBE)
 - e) Transit Asset Management Plan
 - f) Safety/Security Plan
 - g) Federal Audits/Reviews
- Develop 2020-2024 Ames Area MPO Passenger Transportation Plan (PTP)
- Capital/Financial planning to analyze fleet and facility needs for five-year period
- Transit Service Planning for current/new services
- Long-term facility expansion studies
- Bus stop amenities planning
- System-wide performance measures

Schedule

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

Work Element Summary:

Activity	Responsible Agency	MPO Staff Hours	Federal Funds	Local Funds	Total
4. Transit Planning	AAMPO / CyRide	900	\$34,356	\$8,589	\$42,945

Task 5 – Special Studies

Objective:

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

No special studies are programmed for Fiscal Year 2019.

Task 6 – Long Range Transportation Planning

Objective:

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

Previous Work:

- Evaluation of potential schedule for next Long Range Transportation Plan update
- Update the LRTP as necessary to ensure compliance with transportation planning requirements.
- Develop tools and documents to support the implementation of long range transportation projects into local and regional plans
- Perform model analysis related to long range transportation projects and potential impacts on the regional network
- Prepare preliminary schedule of activities for the 2020 LRTP Update

Description:

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

By October 2020, the Ames Area MPO will be required to adopt an updated Long Range Transportation Plan. In this fiscal year, the MPO will begin considerable efforts to develop the planning process and early plan elements. The updated LRTP will extend

the planning horizon year to 2045 and have significant updates to comply with FAST-Act performance based planning requirements. The LRTP update anticipates private consultant participation to complete elements of the plan update.

FY 2019 Products:

- Ames Mobility 2040 Long Range Transportation Plan
 - Update the LRTP as necessary to ensure compliance with transportation planning requirements.
 - Develop tools and documents to support the implementation of long range transportation projects into local and regional plans
- 2045 LRTP
 - Solicit request for consultant to prepare the 2045 LRTP update
 - Implement contract(s) for consultant services
 - Coordinate planning effort with area stakeholders and agencies
 - Develop draft LRTP chapters for; Streets and Highways, Airports, Bike and Ped, Rail, Transit
 - Develop projects
 - Develop draft of Chapters 1 & 2 for review

Schedule:

Task	Description (work product)	1 st Qtr (July – Sept.)	2 nd Qtr (Oct. – Dec.)	3 rd Qtr (Jan. – March)	4 th Qtr (April – June)
Long Range Transportation Plan					
	Update LRTP as necessary to ensure compliance with transportation planning requirements.	X	X	X	X
	Develop tools and documents to support the implementation of long range transportation projects into local and regional plans	X	X	X	X
	Solicit request for consultant services and select team	X	X	X	
	Data collection			X	
	Existing condition reports			X	X

Work Element Summary:

Activity	Responsible Agency	Staff Hours	Federal Funds	Local Funds	Total
6 *LRTP Update	AAMPO				
MPO Staff		325	\$30,000	\$7,500	\$37,500
Hired Consultant		500	\$140,000	\$35,000	\$175,000

*Task includes consultant work

FY 2019 Budget and Funding Sources

Budget Summary

Activity/Work Element	Total Cost	Total Local Match	Federal Funds						
			Total Federal Amount	FTA 5305d New	FTA 5305d C/O	FHWA STBG New	FHWA STBG C/O	FHWA PL New	FHWA PL C/O
1 - Admin	\$ 70,000	\$ 14,000	\$ 56,000	\$ -	\$ -	\$ 17,187	\$ -	\$ 19,647	\$ 19,166
2 - TIP	\$ 15,000	\$ 3,000	\$ 12,000	\$ -	\$ -	\$ 3,683	\$ -	\$ 4,210	\$ 4,107
3 - Comp	\$ 50,000	\$ 10,000	\$ 40,000	\$ -	\$ -	\$ 12,276	\$ -	\$ 14,034	\$ 13,690
4 - Transit	\$ 42,945	\$ 8,589	\$ 34,356	\$ 33,167	\$ 1,189	\$ -	\$ -	\$ -	\$ -
5 - Special	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6 - LRTP	\$ 212,500	\$ 42,500	\$ 170,000	\$ -	\$ -	\$ 52,175	\$ -	\$ 59,642	\$ 58,183
Total	\$ 390,445	\$ 78,089	\$ 312,356	\$ 33,167	\$ 1,189	\$ 85,321	\$ -	\$ 97,533	\$ 95,146

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

	FTA 5305d New	FTA 5305d C/O	FHWA STBG New	FHWA STBG C/O	FHWA PL New	FHWA PL C/O	TOTAL
Starting Available Balances	\$ 33,167	\$ 1,189	\$ 400,000	\$ -	\$ 97,533	\$ 95,146	\$ 627,035
Unobligated Federal Funds	\$ -	\$ -	\$ 314,679	\$ -	\$ -	\$ -	\$ 314,679

Revisions to the Transportation Planning Work Program

The work program is developed annually, however, can be amended at any time throughout the life of the document. The following section outlines the process to be used to amend the work program.

MPO Approval Process

The Ames Area MPO Transportation Policy Committee is the designated body to approve the scope and budget of the Transportation Planning Work Program. The Transportation Policy Committee will consider adopt of the original program as well as all amendments in accordance with the Public Participation Plan.

Agency Approval

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

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

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

All revision requests should be submitted electronically to the Iowa DOT Office of Systems Planning and the agency's District Planner. Documentation for the revisions shall include the following:

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

If all necessary information is provided, the request will then be forwarded to the Federal Highway Administration and Federal Transit Administration for review and any necessary approvals. Notification by the approving agency will be in writing.

Revision requests shall, at a minimum, include:

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

Federal Revision Approval

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

Iowa DOT Office of Systems Planning Revision Approval

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

Ames Area MPO Revision Approval

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

Cost Allocation Plan

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

Appendix A: Ames Area MPO Self Certification of Procurement and Consultant Selection Procedures

[INSERT SIGNED SELF CERTIFICATION DOCUMENT]

Appendix B: Transportation Policy Committee Meeting Minutes

[INSERT MINUTES OF FY19 TPWP APPROVAL]



515 Clark Avenue
P.O. Box 811
Ames, IA 50010
p: 515.239.5160
f: 515.239.5404

MPO Self-Certification of Procurement and Consultant Selection Procedures

This is to certify that I have reviewed the Iowa DOT Purchasing Rules (Iowa Administrative Code 761, Chapter 20) and will ensure procurements or the selection of consultant firms for projects to be reimbursed with federal transportation planning funds will follow the policies and procedures outlined in the above-referenced purchasing rules.

Further, I certify that the following requirements will be adhered to for procurements and consultant services to be reimbursed with federal transportation planning funds.

- Capital expenditures, including the purchase of equipment, will be a separate line item in an approved Transportation Planning Work Program (TPWP) if the anticipated total cost exceeds \$5,000.
- An approved TPWP will specify that a project will involve consultant services prior to initiating the consultant selection process.
- Our agency will document the procedures utilized for the procurement or consultant selection, and will retain this documentation on file for a minimum of three years.
- When reimbursement is requested for capital expenditures or consultant services, we will provide our District Planner and the Office of Systems Planning, through email or hard copy, invoices documenting the expenditure(s) at the time the associated reimbursement request is submitted.

I declare to the best of my knowledge and ability that we will adhere to the above requirements.

(Signature)

Mayor John Haila

Chair, Transportation Policy Committee

Ames Area Metropolitan Planning Organization

May 22, 2018

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

SUBJECT: DRAFT FY 2019 - 2022 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

BACKGROUND:

In order to receive funds for transportation improvement projects, it is necessary for the projects to be part of the approved statewide plan. The initial step in this process is for the Ames Area MPO to develop a draft Transportation Improvement Plan (TIP). The attached draft plan provides for projects for street improvements, CyRide improvements, and trail projects. In spring 2018, the Ames Area MPO distributed applications for new funding for Surface Transportation Block Grant (STBG) and Transportation Alternative (STBG-TAP) projects. Two STBG applications were received and three STBG-TAP applications were received.

STBG (Surface Transportation Block Grant)

Two applications were received for regional STBG funds.

TPMS #	Project Sponsor	Project Name	Federal Fund Request	Total Project Cost	Year
(NEW) 38303	City of Ames	24 th Street (Stange Rd to RR) and Stange Rd (Blankenburg Dr to 24 th St)	\$1,600,000	\$4,200,000	FY 22
(NEW) -	CyRide	Vehicle Replacement	\$225,000	\$554,895	FY 22

Total New STP Requests: \$1,825,000

In 2017, the State of Iowa authorized local jurisdictions to “swap” federal STBG funds with the Iowa DOT in exchange for Primary Road (state) Funding on a dollar-for-dollar basis. The exchange is anticipated to reduce project costs and delays for local jurisdictions by eliminating some of the federal requirements. Federal and state laws, including environmental review, will still be applicable regardless of funding. Ames intends to utilize swap funds for all eligible projects.

STBG-TAP (Transportation Alternatives Program)

Three applications were received for regional STBG-TAP funds.

TPMS #	Project Sponsor	Project Name	Federal Fund Request	Total Project Cost	Year
(NEW)	City of	SW Greenbelt Trail (Beedle to	\$159,000	\$400,000	FY 19

37446	Ames	Intermodal)			
(NEW) 38306	City of Ames	Vet Med Trail (S 16 th to S Grand)	\$159,000	\$500,0000	FY 21
(NEW) 19249	City of Ames	Squaw Creek Trail	\$159,000	\$680,800	FY 22

Total New STBG-TAP Requests: \$477,000

These projects have been incorporated into the Draft FY 2019 – 2022 Transportation Improvement Program. The Transportation Technical Committee reviewed the draft on May 17, 2018. The draft document and map of the projects are available for public review and comment on the Ames Area MPO webpage. The final FY 2019 – 2022 Transportation Improvement Program is due to the Iowa Department of Transportation by July 15, 2018.

ALTERNATIVES:

1. Approve the Draft FY 2019-2022 Transportation Improvement Program and set July 10, 2018, as the date for the public hearing.
2. Direct modifications to the Draft FY 2019-2022 Transportation Improvement Program and set July 10, 2018, as the date for the public hearing.

ADMINISTRATOR’S RECOMMENDED ACTION:

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



FY 2019 - 2022 Transportation Improvement Program

The Ames Area MPO prepared this report with funding from the U.S. Department of Transportation's Federal Highway Administration and Federal Transit Administration, and in part through local matching funds of the Ames Area MPO member governments. These contents are the responsibility of the Ames Area MPO. The U.S. government and its agencies assume no liability for the contents of this report or for the use of its contents. **The Ames Area MPO approved this document on the 10th of July, 2018.** Please call (515) 239-5160 to obtain permission to use.



Draft

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Appendix B: Ames Area MPO Self Certification

Appendix C: Approval

The FY 2019-2022 Transportation Improvement Program

About the Transportation Improvement Program

The Fiscal Year 2019-2022 Transportation Improvement Program (FY 19-22 TIP) is the short-range implementation program for federally funded and regionally significant transportation projects. The TIP is a requirement of 23 CFR 450.326 for metropolitan planning organizations to develop a program reflecting the investment priorities established in the long range transportation plan covering at least four (4) years. The Ames Area MPO develops a new TIP annually in cooperation with the Iowa Department of Transportation and CyRide. The Ames Area TIP is included into the State Transportation Improvement Program (STIP), which is developed by the Iowa Department of Transportation.

The Planning Area

Area Background

The Ames Area MPO was officially designated the MPO of the Ames urbanized area by the Governor of Iowa in March 2003. This designation was the result of the Ames urbanized area having a population of greater than 50,000 in the 2000 census. As a result of the 2010 Census, the urbanized areas of Ames and Gilbert

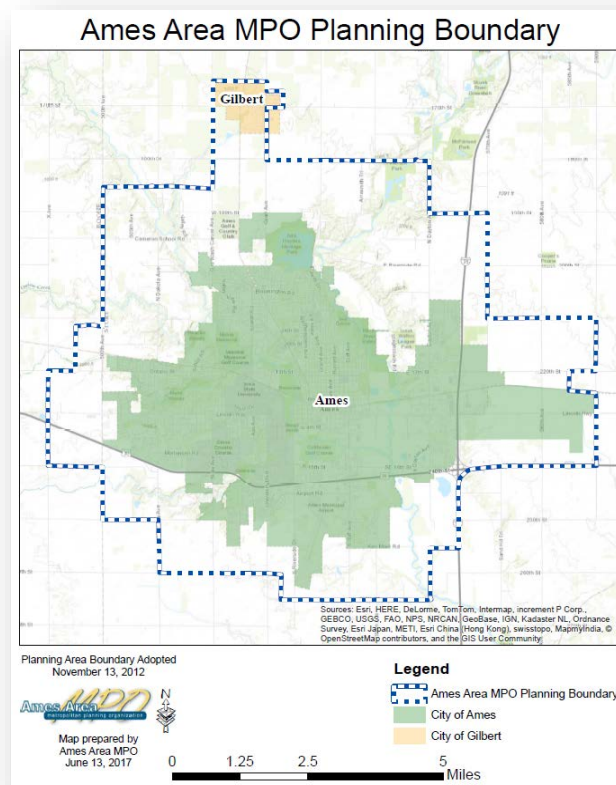
were combined into one urbanized area, therefore requiring the Metropolitan Planning Area to be expanded to encompass this area in its entirety. The Ames Area MPO approved the current Metropolitan Planning Area boundary on November 13, 2012. The City of Gilbert and Iowa State University were added to the Transportation Policy Committee on March 26, 2013.

Definition of Area

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

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

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



Planning Process

Introduction

The Transportation Improvement Program serves as a list of DOT and locally sponsored federal-aid eligible and Swap surface transportation improvements within the Ames-Gilbert region. The regional TIP will be consolidated into the State Transportation Improvement Program (STIP) along with the other 27 planning agencies in the State of Iowa.

Projects in the Ames Area TIP must be consistent with the long range transportation plan, known as Ames Mobility 2040. The Transportation Improvement Program is approved by the Ames Area MPO Transportation Policy Committee.

Performance-Based

The Federal Surface Transportation Bill, known as FAST Act, requires State and MPO agencies to develop performance measures to carry out a performance-based planning process. The Ames Area MPO will implement required metrics in coordination with the Iowa Department of Transportation. The MPO will be responsible to report on the following areas of performance:

- Safety
- Pavement, Bridge, System Performance, Freight
- Transit Asset Management

Performance based planning and performance management became a focus for State and regional transportation planning with the signing of the 2012 surface transportation bill Moving Ahead for Progress in the 21st Century (MAP-21). This bill included requirements for performance based planning and performance management and set seven national goals. The Ames Area MPO must establish and use a performance-based

approach to transportation decision making to support the national goals.

Key Terms:

- Goal: a broad statement that describes a desired end state
- Objective: a specific, measurable statement that supports achievement of a goal
- Performance Measures: metric used to assess progress towards meeting an objective
- Target: specific level of performance that is desired to be achieved within a certain timeframe

Safety

The safety measures are:

- Number of Fatalities
- Rate of Fatalities per 100 million VMT
- Number of Serious Injuries
- Rate of Serious Injuries per 100 million VMT
- Number of Non-Motorized Fatalities and Non-motorized Serious Injuries

Rather than setting its own 2014-2018 safety targets, the Ames Area MPO has chosen to support the Iowa Department of Transportation safety targets as published in the Iowa Highway Safety Improvement Program 2017 Annual Report. The MPO supports those targets by reviewing and programming all Highway Safety Improvement Program (HSIP) projects within the MPO boundary that are included in the Iowa DOT Transportation Improvement Program. Any Iowa DOT sponsored HSIP projects within the MPO area were selected based on safety performance measures and were approved by the Iowa Transportation Commission. The Iowa DOT conferred with numerous stakeholder groups, including the Ames Area

MPO, as part of its target setting process. Working in partnership with local agencies, Iowa DOT safety investments were identified and programmed which will construct effective countermeasures to reduce traffic fatalities and serious injuries. Iowa DOT projects chosen for HSIP investment are based on crash history, roadway characteristics, and the existence of infrastructure countermeasures that can address the types of crashes present. The Iowa DOT continues to utilize a systemic safety improvement process rather than relying on “hot spot” safety improvements.

Pavement, Bridge, System Performance, Freight

The pavement and bridge measures are:

- Percent of Interstate pavements in Good condition
- Percent of Interstate pavements in Poor condition
- Percent of non-Interstate NHS pavements in Good Condition
- Percent of non-Interstate NHS pavements in Poor condition
- Percent of NHS bridges classified as in Good condition
- Percent of NHS bridges classified as in Poor condition

The system performance and freight measures are:

- Percent of person-miles traveled on the Interstate that are reliable
- Percent of person-miles traveled on the non-Interstate NHS that are reliable
- Truck Travel Time Reliability Index

The Ames Area MPO will be deciding to set targets or support the State’s targets for pavement, bridge, system performance, and freight measures during State Fiscal Year 2019.

Transit Asset Management

The transit asset management targets are:

- Equipment: Percent of non-revenue vehicles met or exceeded Useful Life Benchmark
- Rolling Stock: Percentage of revenue vehicles met or exceeded Useful Life Benchmark
- Facilities: Percentage of assets with condition rating below 3.0 on FTA TERM scale
- Infrastructure: Not applicable.

In May 2017, the Ames Area MPO adopted transit asset management targets. The infrastructure performance measure element which FTA requires is limited to rail fixed guideway assets of which there is not any rail passenger with Ames. The first Transit Asset Management Plan is due in October 2018. With the adoption of this plan, performance measure elements will be included in regional transportation planning documents.

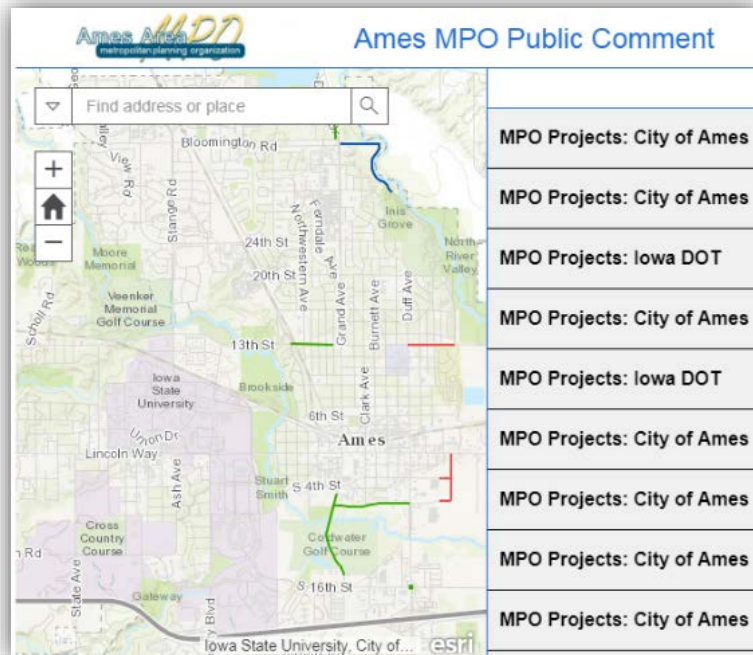
Public Participation

The Transportation Improvement Program was developed in coordination with MPO member agencies, regional stakeholders, and members of the public. The following activities were hosted by the MPO to prepare the FY19-22 TIP.

- August/September 2017,
 - MPO reviews regional ICAAP grant applications
- February/March
 - MPO solicits area agencies for regional STBG and STBG-TAP applications
- May 17, 2018,
 - Transportation Technical Committee review
- May 18, 2018,
 - Public input session at the Ames City Hall
- May 22, 2018,

- Transportation Policy Committee draft review
- July 10, 2018,
 - Transportation Policy Committee public hearing.

Postings for meetings are performed in accordance with our approved Public Participation Plan. Draft documents are available on the Ames Area MPO website at www.aampo.org and include a map of roadway projects by programmed fiscal year. Notice of meetings were posted at the Ames City Hall and on the Ames Area MPO website as 'News'.



Public Comment Web App

Network Operations and Maintenance

The capital investment and other measures necessary to preserve the existing transportation system, as well as operations, maintenance, modernization, and rehabilitation of existing and future transportation facilities are annually reviewed and programmed. Preservation, operating, and maintenance costs are included as a priority for funding. Maintenance and rehabilitation projects are also included in the AAMPO LRTP. In addition to STBG funding, the City of Ames utilizes RUTF, Local Option Sales Tax, and General Obligation funding for system preservation projects. A program is also included in the City of Ames 2018-2023 CIP to address shared use path maintenance. The LRTP and Land Use Policy Plan (LUPP) both use an intersection efficiency standard of Level of Service (LOS) C.

Title VI Compliance

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

Self Certification

The AAMPO Transportation Policy Committee certified that transportation planning activities in the Ames metropolitan area are being carried out in accordance with governing Federal regulations, policies and procedures. This certification was

approved at the meeting on March 27, 2018. A copy of the document is included in Appendix B.

Fiscal Constraint

The Iowa DOT Office of Program Management provides the Ames Area MPO estimated STBG/STBG-Swap, Iowa's TAP, and STBG-Tap-Flex funding targets for each of the four years. The MPO is also provided DOT statewide revenue estimates.

Each year prior to development of the Iowa DOT's Five-Year Program and the Statewide Transportation Improvement program both state and federal revenue forecasts are completed to determine the amount of funding available for programming. These forecasts are a critical component in the development of the Five-Year Program and as such are reviewed with the Iowa Transportation Commission. The primary sources of state funding to the DOT are the Primary Road Fund and TIME-21 Fund. These state funds are used for the operation, maintenance and construction of the Primary Road System. The amount of funding available for operations and maintenance are determined by legislative appropriations. Additional funding is set aside for statewide activities including engineering costs. The remaining funding is available for right-of-way and construction activities associated with the highway program.

Along with the state funds, the highway program utilizes a portion of the federal funds that are allocated to the state. A federal funding forecast is prepared each year based on the latest apportionment information available. This forecast includes the various federal programs and identifies which funds are allocated to the Iowa DOT for programming and which funds are directed to locals through the MPO/RPA planning process, Highway Bridge Program and various grant programs.

Implementation of a federal aid swap will increase the amount of federal funds that are utilized by the Iowa DOT.

Additional insight into the Iowa DOT's programming process can be found at the Office of Program Management's Five-Year Program webpage at

http://iowadot.gov/program_management/five-year-program

The AAMPO FY 2019 programming targets are \$1,751,615 for STBG, \$89,000 for STBG-TAP and \$68,000 for STBG-TAP Flex. The project costs shown in the TIP are in year of expenditure (YOE) dollars. This is accomplished by developing an estimate of costs in the current bidding environment and then applying an inflation factor of 4% per year. The Ames City Council has programmed these projects in the City of Ames 2018-2023 Capital Improvement Program for the local funding allocation. These funds are generated from the City of Ames annual Road Use Tax Fund (RUTF) distribution, Local Option Sales Tax, and General Obligation (GO) Bonds. The transit program does not have targets, and thus the requests involve significant costs in the anticipation of maximizing the amounts received.

The following include a list of Federal and State funding programs which would be included in the TIP.

Federal Grant Programs:

- *Congestion Mitigation and Air Quality Improvement Program (CMAQ)*
- *Demonstration funding (DEMO)*
- *Highway Safety Improvement Program (HSIP)*
- *Metropolitan Planning Program (PM)*
- *National Highway Performance Program (NHPP)*
- *State Planning and Research (SPR)*
- *Surface Transportation Block Grant Program (STBG)*
- *STBG Highway Bridge Program (STBG-HBP)*
- *Transportation Alternatives Setaside Program (TAP)*
- *Federal Lands Access Program (FLAP) and Tribal Transportation Program (TTP)*
- *National Highway Freight Program (NHFP)*

State Administered Grant Programs

- *City Bridge Program*
- *Highway Safety Improvement Program – Secondary (HSIP-Secondary)*
- *Iowa Clean Air Attainment Program (ICAAP)*
- *Recreational Trail Program*
- *Transportation Alternatives Setaside Program*

Financial Constraint Summary Tables

Table 1								
Summary of Costs and Federal Aid								
Federal Aid Program	2019		2020		2021		2022	
	Total Cost	Federal Aid	Total Cost	Federal Aid	Total Cost	Federal Aid	Total Cost	Federal Aid
STBG	\$15,545,000	\$5,900,000	\$2,029,000	\$1,125,000	\$5,439,000	\$3,715,000	\$4,755,000	\$1,825,000
TAP	\$1,235,000	\$399,000	\$529,000	\$160,000	\$500,000	\$159,000	\$681,000	\$159,000
NHPP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CMAQ	\$495,000	\$396,000	\$0	\$0	\$0	\$0	\$0	\$0
STBG-HBP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SWAP-HBP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
STBG-SWAP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Table 2				
STBG/STBG-Swap Fiscal Constraint Table				
	2019	2020	2021	2022
Unobligated Balance (Carryover)	\$5,667,154	\$1,586,769	\$2,220,769	\$304,769
STBG/SWAP target	\$1,751,615	\$1,691,000	\$1,731,000	\$1,731,000
STBG-TAP-Flex target	\$68,000	\$68,000	\$68,000	\$0
Subtotal	\$7,486,769	\$3,345,769	\$4,019,769	\$2,035,769
Programmed funds	\$5,900,000	\$1,125,000	\$3,715,000	\$1,825,000
Balance	\$1,586,769	\$2,220,769	\$304,769	\$210,769

Table 3				
STBG-TAP Fiscal Constraint Table				
	2019	2020	2021	2022
Unobligated Balance (Carryover)	\$466,286	\$156,286	\$85,286	\$15,286
STBG-TAP target	\$89,000	\$89,000	\$89,000	\$89,000
STBG-TAP-Flex target	\$0	\$0	\$0	\$68,000
Subtotal	\$555,286	\$245,286	\$174,286	\$172,286
Programmed funds	\$399,000	\$160,000	\$159,000	\$159,000
Balance	\$156,286	\$85,286	\$15,286	\$13,286

Table 4						
Forecasted Operations and Maintenance (O&M) Costs on the Federal-Aid System Table						
Source: 2017 City Street Finance Report						
	2017	2018	2019	2020	2021	2022
City of Ames Total Operations	\$2,387,307	\$2,482,799	\$2,582,111	\$2,685,396	\$2,792,812	\$2,904,524
City of Ames Total Maintenance	\$6,090,675	\$6,334,302	\$6,587,674	\$6,851,181	\$7,125,228	\$7,410,237
City of Gilbert Total Operations	\$49,959	\$51,957	\$54,036	\$56,197	\$58,445	\$60,783
City of Gilbert Total Maintenance	\$54,438	\$56,616	\$58,880	\$61,235	\$63,685	\$66,232
Total O&M	\$8,582,379	\$8,925,674	\$9,282,701	\$9,654,009	\$10,040,170	\$10,441,776

Table 5						
Forecasted Non-Federal Aid Revenue Table						
Source: 2017 City Street Finance Report						
	2017	2018	2019	2020	2021	2022
City of Ames Total RUTF Receipts	\$7,320,132	\$7,612,937	\$7,917,455	\$8,234,153	\$8,563,519	\$8,906,060
City of Ames Total Other Road Monies Receipts	\$6,555,072	\$6,817,275	\$7,089,966	\$7,373,565	\$7,668,507	\$7,975,247
City of Ames Total Receipts Service Debt	\$12,453,175	\$12,951,302	\$13,469,354	\$14,008,128	\$14,568,453	\$15,151,192
City of Gilbert Total RUTF Receipts	\$134,323	\$139,696	\$145,284	\$151,095	\$157,139	\$163,424
City of Gilbert Total Other Road Monies Receipts	\$34,558	\$35,940	\$37,378	\$38,873	\$40,428	\$42,045
City of Gilbert Total Receipts Service Debt	\$0	\$0	\$0	\$0	\$0	\$0
Total Non-Federal Aid Road Fund Receipts	\$26,497,260	\$27,557,150	\$28,659,436	\$29,805,814	\$30,998,046	\$32,237,968

FY 2018 Project Status Report

<i>TPMS #</i>	<i>Project Number</i>	<i>Location</i>	<i>Type of Work</i>	<i>Status</i>	<i>Total Project Cost</i>	<i>Total Federal Aid</i>	<i>Sponsor</i>
36986	STP-U-0155(697)--70-85	South Grand Avenue, from 0.1 miles north of S. 16th Street north 0.54 miles to S 5th Street.	Grade and Pave, Bridge new	Delayed to FFY 2019	\$ 12,500,000	\$ 3,500,000	City of Ames
35644	STP-U-0155(696)--70-85	13th Street, from Ridgewood Avenue east 0.31 miles to Harding Avenue	Pavement Rehab	Let 03/18	\$ 1,480,000	\$ 1,060,000	City of Ames
16032	STP-U-0155(690)--70-85	South Grand Avenue and S 5th Street from S Grand Avenue east 0.12 miles west of S Duff Avenue	Grade and Pave	Let 04/18	\$ 3,040,000	\$ 2,396,000	City of Ames
34019	IMX-35()-02-85	I-35: US 30 to County Road E29 (NB)	Pavement Rehab, Traffic Signs		\$ 3,812,000	\$ 3,431,000	Iowa DOT District 1
14980	STP-E-0155(684)--8V-85	In the City of Ames, Skunk River Trail, From Bloomington Road to Ada Hayden Park	Ped/Bike Grade & Pave	Let 06/18	\$ 544,000	\$ 320,000	City of Ames
14983	STP-E-0155(SE16TH)--70-85	In the City of Ames, Skunk River Trail: From SE 16th Street to East Lincoln Way	Ped/Bike Grade & Pave	Delayed to FFY 2020	\$ 521,000	\$ 160,000	City of Ames
21260	STP-E-0155(SE16TH)--8V-85	In the City of Ames, Skunk River Trail: From SE 16th Street to East Lincoln Way	Ped/Bike Structures, Ped/Bike Miscellaneous	Summer 2018	\$ 835,000	\$ 240,000	City of Ames
34581	STP-A-0155(694)--86-85	Ames Traffic Network Master Plan	Planning Study	Summer 2018	\$ 100,000	\$ 80,000	City of Ames
34214	RGPL-PA22(RTP)--PL-00	Transportation Planning	Trans Planning	Ongoing	\$ 119,000	\$ 95,000	AAMPO
36883	STPN-69()-2J-85	US 69: Ken Maril Road to south of Jewel Drive in Ames	Pavement Rehab	Let 06/18	\$ 500,000	\$ -	Iowa DOT District 1

Project Selection

About the Project Selection Process

The Ames Area Metropolitan Planning Organization (AAMPO) uses a project selection criteria system as a means of prioritizing submitted projects. The AAMPO selects regional surface transportation projects submitted to the AAMPO for inclusion in the Transportation Improvement Program (TIP). These projects are reviewed by staff, the Transportation Technical Committee (TTC) and Transportation Policy Committee (TPC). Approved projects are programmed in the TIP based on the recommendation of the TTC and staff. The TIP also includes projects awarded with State and Federal funds as applicable through the respective grant program.

Surface Transportation Block Grant Program (STBG)

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

Transportation Alternative (STBG-TAP)

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

A TA application form shall be submitted to be prioritized and submitted for recommendation. Submitted projects are ranked with the following criterion:

- Connectivity with existing facilities,
- Cost in relation to public benefit,
- Enhancement to existing transportation system, and
- Identified in the long range transportation plan.

Applications for TA projects can be requested from the Ames Area MPO staff or downloaded directly from the Iowa Department of Transportation website.

Other Programs

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

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

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

Revising the TIP

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

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

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

Amendments

Amendments are major changes involving the following:

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

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

Administrative Modifications

Administrative Modifications are minor changes involving the following:

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

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

Federal Transit Administration Section

FY 2019 Transportation Improvement Program FTA Project Justification

The following transit projects identified within the draft FY2019-2022 TIP were included within the Passenger Transportation Plan (PTP) Update, meeting the requirements to have the Enhanced Mobility for Seniors and individuals with Disabilities formula federal funding within an approved PTP prior to TIP approval. The following narrative describes the projects within the initial year of the plan.

General Operations

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

Contracted Paratransit (Dial-A-Ride) Service

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

Automated Vehicle Annunciators

Bus drivers must comply with the Americans with Disability Act (ADA) and manually announce major transit locations along transit routes along with any stops the public request. In 2017, CyRide began working with Iowa State University's Alliance for Disability Awareness group which has communicated their desire for drivers to announce all bus stops throughout the

Ames' community without customers needing to verbally make a request to the driver. CyRide plans to automate this process over the next several years by purchasing an automated vehicle annunciator (AVA) system synced with LED signage to help keep all passengers, disability or not, better informed of where the bus is located along the bus route(s). Such a system would be over and beyond what is required for ADA.

An AVA system will make riding the bus more convenient and provide independence to hearing or visually disabled passengers. Automated announcements will make the announcements more uniformly stated across the transit system by having the stops announced in a similar method and at a consistent volume to be heard over loud noise inside and outside the buses. An AVA system will also allow CyRide's drivers to focus on operating the vehicle safety instead of having to take one hand off the wheel to speak into the intercom system every few blocks.

Heavy Duty Bus Replacement

Eight large forty-foot buses have exceeded FTA guidelines for useful life. Bus numbers are 07117, 00956, 00958, 07133, 07124, 07132, 07129, 07123. These units will be replaced with 40' heavy-duty buses, equipped with cameras. These replacement vehicles will be ADA accessible.

Bus Wash & HVAC Equipment

The bus wash lane and equipment was originally built in 2002 and will be removed and replaced with a new wash system with HVAC improvements. The current bus washer is now 16 years old, has cycled more than 125,622 times, and past the point where the equipment can be repaired as the manufacturer is no

longer in business and parts are no longer readily available when the equipment fails.

Specifically, CyRide's architect recommends the following be removed and replaced for this project: 1) Removal of existing bus wash equipment, including sprayer and brush assembly and frame, and removal of existing bus water reclaim system, 2) The existing floor pits are anticipated to remain, with some upgrades and repairs to plumbing systems, 3) Replacement of existing water service pipe and installation of new pressure reducer, 4) Installation of new bus wash system, including new

water reclaim, new reverse osmosis system and new blower system, 5) Ventilation upgrades, included new exhaust fans and makeup air and ducts above the bus wash bay, 6) Electrical upgrades to accommodate new bus wash equipment and HVAC improvements; elevate to flood proof, 7) Replacement of two existing corroded hollow metal doors and frames, 8) Replacement of manual overhead fire door to an electric overhead fire door, 9) Refinishing existing adjacent concrete block walls and ceilings and 10) Lighting improvements to wash area.

Appendix A: FFY 2019 – 2022 TPMS Printout

MPO-22 / AAMPO 2019 - 2022 Transportation Improvement Program

TPMS Sponsor Appr. Status	Project # Location Funding Program	Length FHWA# S.T.R.		Pgm'd Amounts in 1000's				Total	STIP#
				FY19	FY20	FY21	FY22		
STBG - Surface Transportation Block Grant Program									
Story - 85									
16032 Ames	STP-U-0155(690)--70-85 DOT Letting: 09/18/2018 In the City of Ames, On S Grand Ave and S 5TH ST from S Grand Ave east to .12 miles west of S Duff Ave.	0.468 MI --	Project Total Federal Aid	3,040 2,396	0 0	0 0	0 0	3,040 2,396	
Submitted	Grade and Pave	--	Regional FA SWAP	2,000 0	0 0	0 0	0 0	2,000 0	--
PA NOTE: Phase 1 of two phase project. Total STBG for both phases is \$5,500,000 (\$3,500,000 on Phase 2 TPMS 36986). Total Project Cost \$17,450,000 through FY19/20									
36986 Ames	STP-U-0155(697)--70-85 DOT Letting: 10/16/2018 In the city of Ames, On SOUTH GRAND AVE, from 0.1 miles north of S. 16th Street North .54 Miles to S 5th Street.	0.54 MI --	Project Total Federal Aid	12,500 3,500	0 0	0 0	0 0	12,500 3,500	
Submitted	Grade and Pave,Bridge New	0:0:00	Regional FA SWAP	3,500 0	0 0	0 0	0 0	3,500 0	--
PA NOTE: Phase 2 of two phase project. Total STBG for both phases is \$5,500,000 (\$2,000,000 on Phase 1 TPMS 16032). Total Project Cost \$17,450,000 through FY19/20									
16103 MPO-22 / AAMPO	RGPL-PA22(LRTP)--ST-85 Ames MPO Planning: STP Funds for Transportation Planning	0 MI --	Project Total Federal Aid	500 400	0 0	0 0	0 0	500 400	
Submitted	Trans Planning	--	Regional FA SWAP	400 0	0 0	0 0	0 0	400 0	--
35616 Ames	STP-U-0155(0)--70-85 In the city of Ames, On North Dakota Avenue, from Ontario Street North 0.17 Miles to Union Pacific Railroad Tracks	0 --	Project Total Federal Aid	0 0	1,500 900	0 0	0 0	1,500 900	
Submitted	Pave	--	Regional FA SWAP	0 0	900 0	0 0	0 0	900 0	--
35617 MPO-22 / AAMPO	RGTR-PA22(0)--ST-85 CyRide: Vehicle Purchase Transit Investments	0 --	Project Total Federal Aid Regional FA SWAP	0 0 0 0	529 225 225 0	0 0 0 0	0 0 0 0	529 225 225 0	--
36919 Ames	STP-U-0155(0)--70-85 In the city of Ames, On Cherry Avenue, from E Lincoln Way South .4 Miles to Southeast 5th Street.	0.498 --	Project Total Federal Aid	0 0	0 0	2,400 1,890	0 0	2,400 1,890	
Submitted	Grade and Pave	0:0:00	Regional FA SWAP	0 0	0 0	1,890 0	0 0	1,890 0	--

Ames Area MPO
FFY 2019 – 2022 Transportation Improvement Program






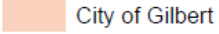
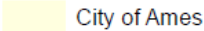
TPMS Sponsor Appr. Status	Project # Location Funding Program	Length FHWA# S.T.R		Pgm'd Amounts in 1000's				Total	STIP#
				FY19	FY20	FY21	FY22		
Story - 85 (continued)									
36927 Ames Submitted	STP-U-0155Q--70-85 In the city of Ames, On East 13th Street, from Duff Avenue East .4 Miles to Meadowlane Avenue, Pavement Rehab	0.356 -- 0:0:00	Project Total Federal Aid Regional FA SWAP	0 0 0 0	0 0 0 0	2,500 1,600 1,600 0	0 0 0 0	2,500 1,600 1,600 0	--
36918 MPO-22 / AAMPO Submitted	RGTR-PA22Q--ST-85 CyRide: Vehicle Replacement Transit Investments	0 -- --	Project Total Federal Aid Regional FA SWAP	0 0 0 0	0 0 0 0	539 225 225 0	0 0 0 0	539 225 225 0	--
38303 Ames Submitted	STP-U-0155Q--70-85 In the city of Ames, On Stange Rd and 24TH ST, from Blankenburg Dr North .4 Miles to 24th ST and East .8 Miles to RR, Grade and Pave	0.788 -- 0:0:00	Project Total Federal Aid Regional FA SWAP	0 0 0 0	0 0 0 0	0 0 0 0	4,200 1,600 1,600 0	4,200 1,600 1,600 0	--
38304 MPO-22 / AAMPO Submitted	RGTR-0155Q--ST-85 CyRide: Vehicle Replacement Transit Investments	0 -- --	Project Total Federal Aid Regional FA SWAP	0 0 0 0	0 0 0 0	0 0 0 0	555 225 225 0	555 225 225 0	--
STBG-TAP - Transportation Alternatives									
Story - 85									
37446 Ames Submitted	TAP-U-0155Q--8I-85 In the city of Ames, SW greenbelt trail, from Beedle Drive East .94 Miles to Intermodal Facility Ped/Bike Grade & Pave	0.94 MI -- --	Project Total Federal Aid Regional FA SWAP	400 159 159 0	0 0 0 0	0 0 0 0	0 0 0 0	400 159 159 0	--
21260 Ames Submitted	TAP-U-0155(SE16TH)--8I-85 Skunk River Trail: From SE 16th Street to East Lincoln Way Ped/Bike Structures, Ped/Bike Miscellaneous	1.033 MI -- --	Project Total Federal Aid Regional FA SWAP	835 240 240 0	0 0 0 0	0 0 0 0	0 0 0 0	835 240 240 0	--
14983 Ames Submitted	TAP-U-0155(SE16th)--8I-85 In the City of Ames, Skunk River Trail: From SE 16th Street to East Lincoln Way Ped/Bike Grade & Pave	1 MI -- --	Project Total Federal Aid Regional FA SWAP	0 0 0 0	521 160 160 0	0 0 0 0	0 0 0 0	521 160 160 0	--
DOT NOTE: Project eligible for FHWA TAP funding									

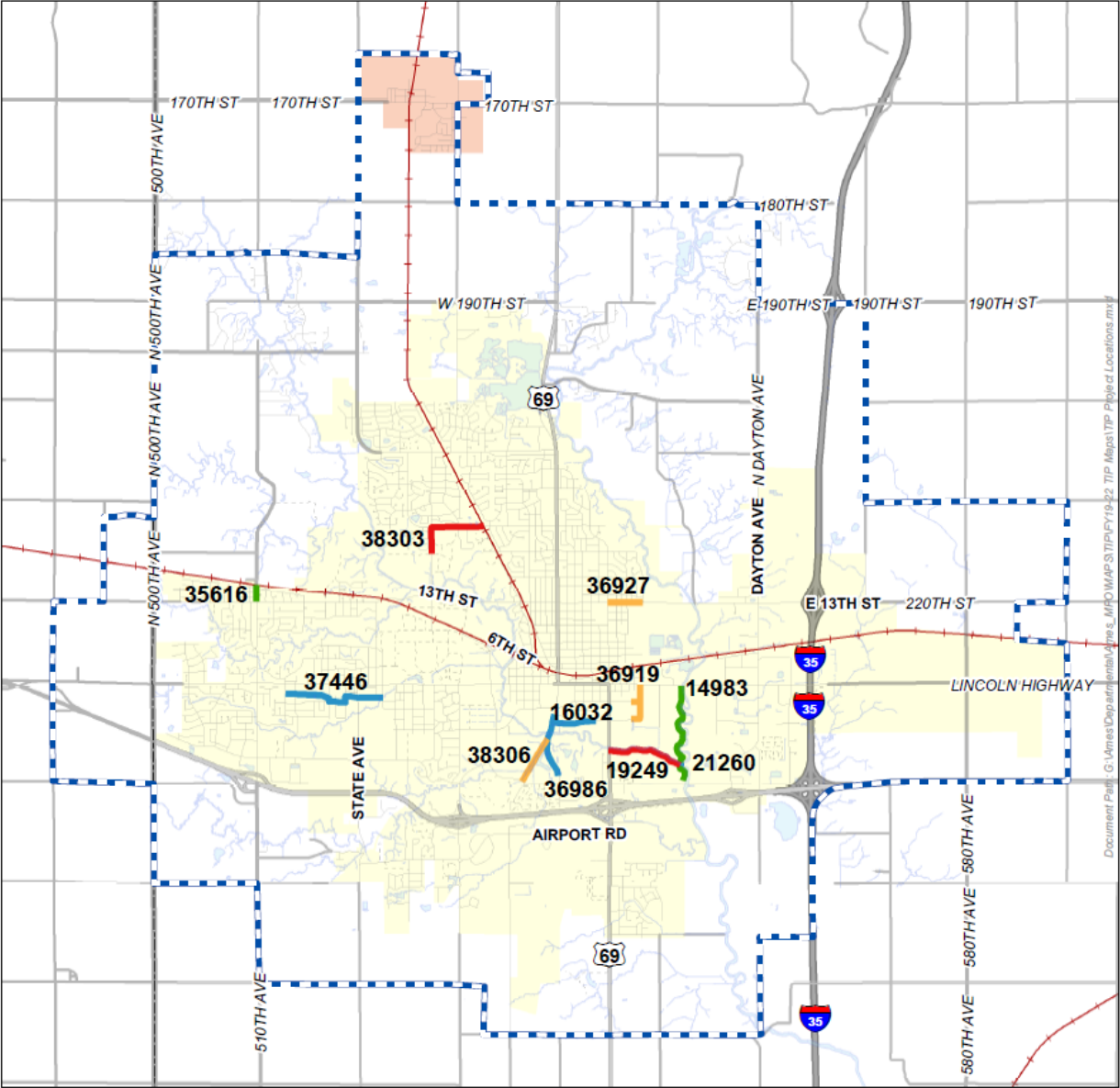
Ames Area MPO
FFY 2019 – 2022 Transportation Improvement Program

TPMS Sponsor Appr. Status	Project # Location Funding Program	Length FHWA# S.T.R.		Pgm'd Amounts in 1000's				Total	STIP#
				FY19	FY20	FY21	FY22		
Story - 85 (continued)									
38306 Ames Submitted	TAP-U-0155()--8I-85 In the city of Ames, On Vet Med Trail, from S Grand Ave South .53 Miles to S 16th St, Ped/Bike Grade & Pave	0.533 -- 0:0:00	Project Total Federal Aid Regional FA SWAP	0 0 0 0	0 0 0 0	500 159 159 0	0 0 0 0	500 159 159 0	--
19249 Ames Submitted	TAP-U-0155()--8I-85 Squaw Creek: From Skunk River to S. Duff Avenue Ped/Bike Grade & Pave	0.78 MI -- 0:0:0	Project Total Federal Aid Regional FA SWAP	0 0 0 0	0 0 0 0	0 0 0 0	681 159 159 0	681 159 159 0	--
PL - Metropolitan Planning									
Story - 85									
34214 MPO-22 / AAMPO Submitted	RGPL-PA22(RTP)--PL-85 VARIOUS Trans Planning	0 -- --	Project Total Federal Aid Regional FA SWAP	121 97 0 0	121 97 0 0	121 97 0 0	121 97 0 0	484 388 0 0	--
PRF - Primary Road Funds									
Story - 85									
38031 DOT-D01-MPO22 Submitted	BRFN--69()--39-85 US 69: GRAND AVE IN AMES 0.1 MI N OF LINCOLN WAY Bridge Deck Overlay	0 MI -- --	Project Total Federal Aid Regional FA SWAP	0 0 0 0	0 0 0 0	0 0 0 0	265 0 0 0	265 0 0 0	--

FY 2019 - 2022 Transportation Improvement Program

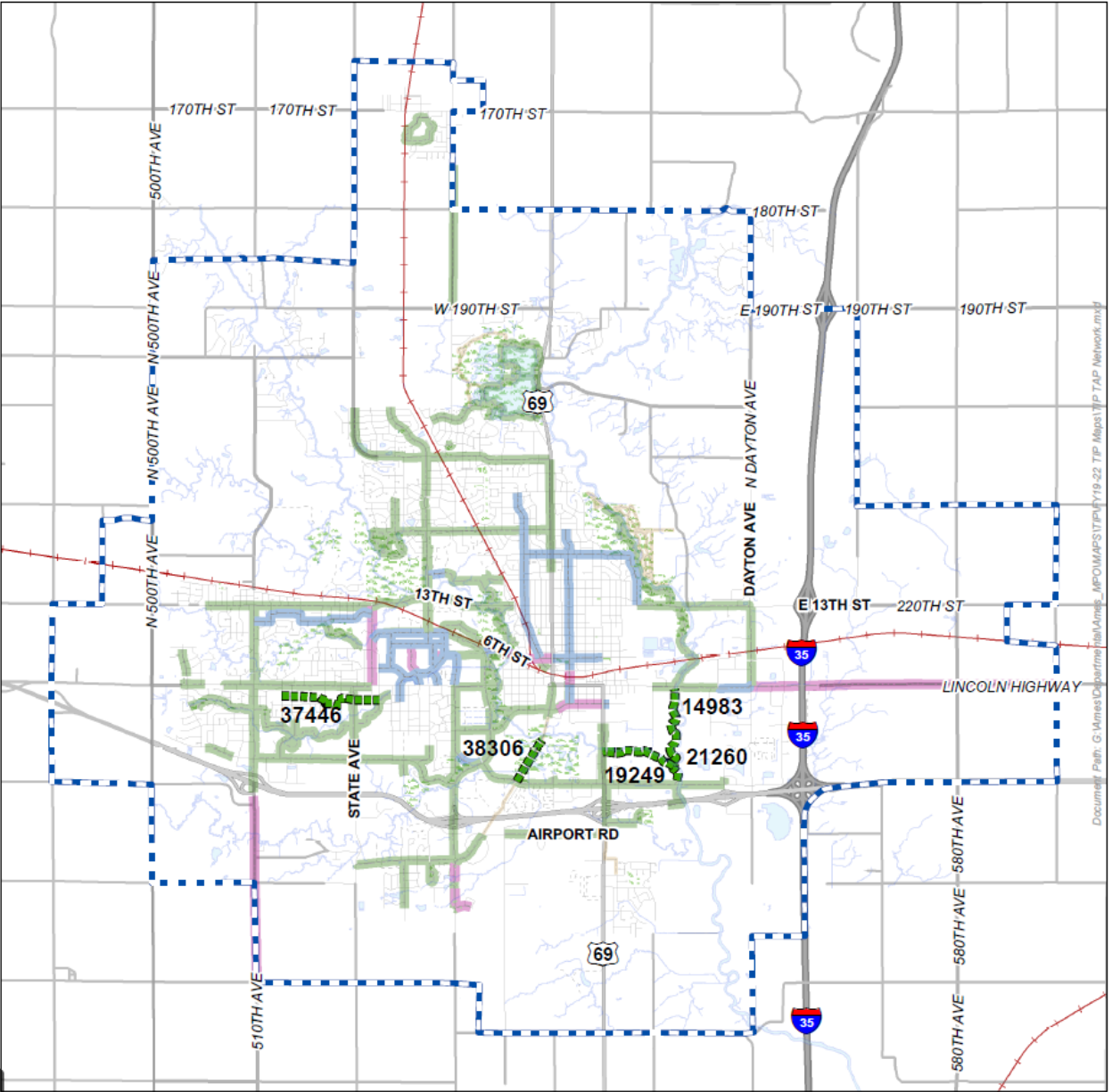
Project Location Map

- Legend**
-  Ames Area MPO Boundary
 - Program Year**
 -  2019
 -  2020
 -  2021
 -  2022
 -  City of Gilbert
 -  City of Ames



**FY 2019 - 2022
 Transportation
 Improvement
 Program**

**Non-Motorized
 Project Location Map**



- Legend**
- Ames Area MPO Boundary
 - Transportation Alternative Projects**
 - Future Shared Use Path
 - Existing Bike and Trail Network**
 - Nature Trail
 - Dedicated On Street Facility
 - Shared Lane Bike Facility
 - Shared Use Path
 - Parks



Document Path: G:\Ames\GIS\mxd\Ames_MPO\MapServer\MapServer\Ames_MPO\MapServer\TIP\FFY19-22_TIP_Ames_TIP_TAP_Network.mxd

Ames Area MPO
FFY 2019 – 2022 Transportation Improvement Program

MPO-22 / AAMPO (44 Projects)

Fund	Sponsor	Transit # Expense Class Project Type	Desc / Add Ons / Addnl Info		FY19	FY20	FY21	FY22
5339	Ames	2837 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00956	Total	493,300			
				FA	419,305			
				SA				
5339	Ames	2838 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00958	Total	493,300			
				FA	419,305			
				SA				
STA, 5307	Ames	914 Operations Misc	General Operations	Total	11,748,738	12,218,688	36,070,005	13,215,633
				FA	2,400,000	2,496,000	25,958,410	2,699,674
				SA	805,748	837,978	871,497	906,257
5310	Ames	919 Operations Misc	Contracted Paratransit Service	Total	187,500	196,875	206,719	217,055
				FA	150,000	157,500	165,375	173,644
				SA				
5339	Ames	5088 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 07133	Total	493,300			
				FA	419,305			
				SA				
5339	Ames	5089 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 07124	Total	493,300			
				FA	419,305			
				SA				
5339	Ames	5090 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 07132	Total	493,300			
				FA	419,305			
				SA				
5339	Ames	5091 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 07129	Total	493,300			
				FA	419,305			
				SA				
5339	Ames	5092 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 07123	Total	493,300			
				FA	419,305			
				SA				
5339	Ames	4659 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 07117	Total	493,300			
				FA	419,305			
				SA				
5310	Ames	5100 Capital Expansion	Annunciators	Total	138,858	125,000	125,000	125,000
				FA	111,086	100,000	100,000	100,000
				SA				
PTIG	Ames	5101 Capital Replacement	Bus Wash & HVAC Equipment	Total	743,284			
				FA				
				SA	594,627			
5339	Ames	4672 Capital Replacement	Light Duty Bus (176" wb) Diesel, UFRC, VSS, BioDiesel Unit #: 00333	Total		115,960		
				FA		98,566		
				SA				
5339	Ames	4673 Capital Replacement	Light Duty Bus (176" wb) Diesel, UFRC, VSS, BioDiesel Unit #: 00334	Total		115,960		
				FA		98,566		
				SA				
5339	Ames	4674 Capital Replacement	Light Duty Bus (176" wb) Diesel, UFRC, VSS, BioDiesel Unit #: 00335	Total		115,960		
				FA		98,566		
				SA				

Ames Area MPO
FFY 2019 – 2022 Transportation Improvement Program

MPO-22 / AAMPO (44 Projects)

Fund	Sponsor	Transit # Expense Class Project Type	Desc / Add Ons / Addnl Info		FY19	FY20	FY21	FY22
5339	Ames	4675 Capital Replacement	Light Duty Bus (176" wb) Diesel, UFRC, VSS, BioDiesel Unit #: 00336	Total		115,960		
				FA		98,566		
				SA				
5339	Ames	4678 Capital Replacement	Light Duty Bus (176" wb) Diesel, UFRC, VSS, BioDiesel Unit #: 00337	Total		115,960		
				FA		98,566		
				SA				
5339	Ames	4679 Capital Replacement	Light Duty Bus (176" wb) Diesel, UFRC, VSS, BioDiesel Unit #: 00338	Total		115,960		
				FA		98,566		
				SA				
5310	Ames	920 Capital Replacement	Associated Transit Improvements	Total		50,000	50,000	50,000
				FA		40,000	40,000	40,000
				SA				
5339	Ames	1895 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00953	Total		513,032		
				FA		436,077		
				SA				
5339	Ames	1899 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00948	Total		513,032		
				FA		436,077		
				SA				
5339	Ames	1901 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00957	Total		513,032		
				FA		436,077		
				SA				
5339	Ames	2836 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 07125	Total		513,032		
				FA		436,077		
				SA				
5339	Ames	2839 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00954	Total		513,032		
				FA		436,077		
				SA				
5339	Ames	2840 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00955	Total		513,032		
				FA		436,077		
				SA				
5309, 5339	Ames	3314 Capital Expansion	Maintenance Facility Expansion	Total		5,000,000	22,183,200	
				FA		4,000,000	17,746,560	
				SA				
STP, 5339	Ames	4042 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00785	Total		513,032		
				FA		436,077		
				SA				
5339	Ames	4043 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00762	Total		513,032		
				FA		436,077		
				SA				
5339	Ames	4044 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00778	Total			533,553	
				FA			453,520	
				SA				
5339	Ames	4045 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00763	Total			533,553	
				FA			453,520	
				SA				

MPO-22 / AAMPO (44 Projects)

Fund	Sponsor	Transit # Expense Class Project Type	Desc / Add Ons / Addnl Info		FY19	FY20	FY21	FY22
5339	Ames	4046 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00779	Total			533,553	
				FA			453,520	
				SA				
5339	Ames	4047 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00793	Total			533,553	
				FA			453,520	
				SA				
5339	Ames	4048 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00700	Total			533,553	
				FA			453,520	
				SA				
5339	Ames	4049 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00792	Total			533,553	
				FA			453,520	
				SA				
5339	Ames	4662 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 07119	Total			533,553	
				FA			453,520	
				SA				
5339	Ames	4660 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 07120	Total			533,553	
				FA			453,520	
				SA				
5339	Ames	4661 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 07118	Total				554,895
				FA				471,661
				SA				
5339	Ames	5097 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 970	Total				554,895
				FA				471,661
				SA				
5339	Ames	5098 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 977	Total				554,895
				FA				471,661
				SA				
5339	Ames	5099 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 975	Total				554,895
				FA				471,661
				SA				
5339	Ames	4663 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 07121	Total				554,895
				FA				471,661
				SA				
5339	Ames	4664 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 972	Total				554,895
				FA				471,661
				SA				
5339	Ames	4665 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 974	Total				554,895
				FA				471,661
				SA				
5339	Ames	4666 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 971	Total				554,895
				FA				471,661
				SA				

Appendix B: Ames Area MPO Self Certification

AMES AREA METROPOLITAN PLANNING ORGANIZATION ANNUAL SELF-CERTIFICATION

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

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

For AAMPO:



John Haila, Chair
Transportation Policy Committee

5/10/2018
Date

Appendix C: Approval

[JULY 10, 2018 MINUTES OF APPROVAL TO BE PLACED HERE]

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

AMES, IOWA

MAY 8, 2018

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

The Joint Meeting of the Ames City Council and Ames Human Relations Commission was called to order by Mayor John Haila at 6:00 p.m. on the 8th day of May, 2018, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law. In addition to the Mayor, City Council Members Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, David Martin, and Chris Nelson were present. Representing the Ames Human Relations Commission (AHRC) were Anneke Mundel, Liming Pals, Wayne Clinton, Heidi Thompson, and Joel Hochstein. *Ex officio* Member Rob Bingham was also present.

Joel Hochstein, Ames Human Relations Commission (AHRC) Chairperson, referred Council to the Annual Report that was in their Council packet. Council Member Betcher inquired about the Report stating that AHRC had researched translating the City documents into dominant languages in Ames, but there was considerable cost in that. Ms. Betcher had heard a suggestion that the City might partner with the Iowa State World Languages of Cultures Department. She inquired if this had been looked into. Mr. Hochstein stated AHRC had not looked into that, but felt it would be a great opportunity.

Council Member Betcher asked about the strategic plan and beginning work on a quarterly Community Educational Activity plan. Ms. Thompson responded that the AHRC created a secondary plan by identifying areas of discrimination in the community and assigned each topic to a quarter. The goal is to work towards understanding the needs of each topic and how to educate others on each topic. Ms. Mundel added that one of the goals of the AHRC is to have educational activities.

Council Member Gartin inquired about the data for complaints. Ms. Thompson noted that the information comes from the state. This year the way the state is sharing reports has changed and does not match with previous years. She does believe that the complaints have been fairly similar to complaints and number of complaints in the past couple years. Employment and Housing are the two areas where complaints increased. Ms. Mundel stated that a complaint can be under more than one category, such as race, color, and retaliation. Council Member Martin asked what constitutes administrative closure. Mr. Hochstein replied that it could mean the complaint was unfounded or the complainant decided to go the legal route.

Mr. Hochstein described the strategic plan as being modeled off of the Equal Opportunity Commission's federal document. The plan stated what some objective strategies are and the way they will be measured. Chapter 14 of the *Municipal Code* is modeled off of the *Code of Iowa Civil Rights Commission*. The local Commission does a small portion of what is in the Code. Investigation and mediation are not happening locally; that is being done at the state level. The AHRC has drafted themes and questions for Council concerning the purpose of the Commission.

Council Member Betcher expressed confusion when the investigations are part of the goals in the strategic plan. Ms. Thompson replied that AHRC is still aware of the investigations happening at the state level. That information is the pulse of the complaints in this area.

Mayor Haila spoke about having a joint workshop with the AHRC to focus on the Commission's purpose and topics. Council Member Gartin suggested inviting some of the stakeholders, such as the Ames School District and Iowa State University.

Moved by Betcher, seconded by Beatty-Hansen, to direct staff to set up a workshop and invite community stakeholders to the event.

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

ADJOURNMENT: Moved by Beatty-Hansen, seconded by Gartin, to adjourn at 6:18 p.m.

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

REGULAR MEETING OF THE AMES CITY COUNCIL

The Regular Meeting of the Ames City Council was called to order by Mayor Haila at 6:21 p.m. on May 8, 2018, in the City Council Chambers in City Hall, 515 Clark Avenue. Present were Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, David Martin, and Chris Nelson. *Ex officio* Member Rob Bingham was also present.

PROCLAMATION FOR "PEACE OFFICERS' MEMORIAL DAY," May 15, 2018: Mayor Haila proclaimed May 15, 2018, as "Peace Officers' Memorial Day." Accepting the Proclamation were Chief of Police Chuck Cynoschz, Lieutenant Heath Ropp, and Lieutenant Dan Walter.

PROCLAMATION FOR "ECONOMIC DEVELOPMENT WEEK," MAY 7 - 12, 2018: The week of May 7 - 12, 2018, was proclaimed "Economic Development Week," by Mayor Haila. Individuals accepting the Proclamation from the Chamber of Commerce were Drew Kemp, John Hall, Andrea Hammes Dodge, and Ron Hallenbeck.

PROCLAMATION FOR "CHORAL MUSIC WEEK," MAY 13 - 20, 2018: Mayor Haila proclaimed the week of May 13 - 20, 2018, as "Choral Music Week." Accepting the Proclamation was Robin Dennis representing Ames Chamber Artists and Laura Teske representing Good Company.

Mayor Haila announced that Council would be working off of an Amended Agenda. Consent Item No. 26, approval of Airport Master Plan, has been taken off the Agenda by staff. Item No. 60, the date for continuance of the hearing for the Community Development Block Grant Annual Action Plan, has been changed to July 31, 2018.

CONSENT AGENDA: Council Member Betcher requested to pull Item No. 28, the request for suspension of parking regulations along the south side of the 100 and 200 blocks of Crystal Street from 8:00 a.m. on July 24 through 10:00 p.m. on Tuesday, July 24, for further discussion. *Ex officio*

Member Rob Bingham requested to pull Item No. 19, appointment of *ex officio* student liaison to City Council for further discussion.

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

1. Motion approving payment of claims
2. Motion approving Minutes of Special Meeting of April 17, 2018, and Regular Meeting of April 24, 2018
3. Motion approving Report of Contract Change Orders for April 16-30, 2018
4. Motion approving certification of Civil Service applicants
5. Motion approving 5-day (May 27-31) Class C Liquor License for Gateway Hotel & Conference Center at the ISU Alumni Center, 420 Beach Avenue
6. Motion approving 5-day (May 19-23) Class C Liquor License for McFly's at 429 Alumni Lane
7. Motion approving new Class C Liquor License for Cinemark Movies 12, 1317 Buckeye Avenue
8. Motion approving new Class E Liquor, C Beer & B Wine for Fareway Meat Market #189, 3720 Lincoln Way
9. Motion approving new Special Class C Liquor License for Creative Spirits Ames, 4820 Mortensen Road
10. Motion approving ownership change for Class E Liquor, C Beer & B Wine for Fareway Stores, Inc. #386, 619 Burnett Avenue
11. Motion approving ownership change for Class E Liquor, C Beer & B Wine for Fareway Stores, Inc. #093, 3619 Stange Road
12. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class E Liquor, C Beer & B Wine – Walgreen's #12108, 2719 Grand Avenue
 - b. Class B Beer – Jeff's Pizza Shop, 2402 Lincoln Way
 - c. Class C Liquor & Catering – Mother's Pub, 2900 West Street
 - d. Class C Liquor & Outdoor Service – Bar La Tosca, 400 Main Street
 - e. Class C Beer & B Wine – Tobacco Outlet Plus #530, 204 S. Duff Ave.
 - f. Special Class C Liquor – Octagon Center for the Arts, 427 Douglas Ave.
13. Motion directing City Attorney to draft ordinance changing the name of Lincoln Highway, from Interstate 35 east to 590th Avenue, to East Lincoln Way; the name of 566th Avenue to Fleming Avenue; the name of 580th Avenue to Teller Avenue and South Teller Avenue; and the name of 590th Avenue to Potter Avenue
14. Motion directing the City Attorney to draft an ordinance establishing speed limits on Lincoln Highway (East Lincoln Way) from Interstate 35 east to the east corporate limits; on 566th Avenue (Fleming Avenue); on 580th Avenue (Teller Avenue and South Teller Avenue); and on 590th Avenue (Potter Avenue)
15. Requests from Campustown Action Association for Summerfest on June 2:
 - a. Motion approving blanket Temporary Obstruction Permit and blanket Vending License for the closed area
 - b. Motion approving 5-day (June 2-6) Class B Beer Permit & Outdoor Service for the closed area
 - c. RESOLUTION NO. 18-246 approving closure of 200 block of Welch Avenue and Chamberlain Street from Welch Avenue to the exit of Chamberlain Lot Y between

- 7:00 a.m. and 10:00 p.m.
- d. RESOLUTION NO. 18-247 approving closure of parking spaces in 200 block of Welch Avenue, on Chamberlain Street between Welch Avenue and the Chamberlain Lot Y exit, Welch Lot T, and Chamberlain Lot Y between 7:00 a.m. and 10:00 p.m.
 - e. RESOLUTION NO. 18-248 approving waiver of parking meter fees and enforcement, usage and waiver of electrical fees, usage and waiver of water fees, and waiver of fee for blanket Vending License for event
16. RESOLUTION NO. 18-250 approving appointment of Rachel Norem to fill vacancy on Property Maintenance Appeals Board
 17. RESOLUTION NO. 18-251 designating community leaders/members to serve as designees and alternate designees to Story County Economic Development Group
 18. RESOLUTION NO. 18-252 approving request from ChildServe to modify its FY 2017/18 ASSET Contract to transfer \$1,842 from Day-Care Children Program to Day-Care Infant Program
 19. RESOLUTION NO. 18-253 setting May 22, 2018, as date of public hearing to vacate an Electrical Easement at 404 S. 4th Street
 20. RESOLUTION NO. 18-254 setting May 22, 2018, as date of public hearing to vacate Electrical and Sanitary Sewer Easements at 530 SE 16th Street and 900 SE 16th Street
 21. RESOLUTION NO. 18-255 setting May 22, 2018, as date of public hearing on the sale of a vacated alley generally located adjacent to 315 South Second Street (abutting the west lot line of Lot &, Block 3, Black's Second Addition)
 22. RESOLUTION NO. 18-256 approving Airport Planning Services Contract for Master Plan Update with Coffman Associates of Lees Summit, Missouri, in the amount of \$318,500
 23. Requests for RAGBRAI Route:
 - a. RESOLUTION NO. 18-258 approving traffic control plans for RAGBRAI route
 - b. RESOLUTION NO. 18-259 approving closure of portions of Mortensen Road, Dotson Drive, and Seagrave Boulevard from 8:00 a.m. to 6:00 p.m. on Tuesday, July 24
 - c. RESOLUTION NO. 18-260 approving closure of South 4th Street (Beach Avenue to University Boulevard) from 6:00 p.m. on Monday, July 23, through 10:00 p.m. on Tuesday, July 24
 - d. RESOLUTION NO. 18-261 approving closure of 6th Street (University Boulevard to Brookridge Avenue) from 6:00 a.m. on Tuesday, July 24, through 11:00 a.m. on Wednesday, July 25
 24. RESOLUTION NO. 18-262 approving preliminary plans and specifications for WPC Primary Clarifier Drive Replacement Project; setting June 13, 2018, as the bid due date and June 26, 2018, as the date of public hearing
 25. RESOLUTION NO. 18-263 awarding contract for Year 1 of the 5-Year Lime Sludge Disposal Contract to Wulfekuhle Injection and Pumping, Inc., of New Vienna, Iowa, in the amount of \$381,900
 26. RESOLUTION NO. 18-264 awarding contract for Year 2 of the 5-Year Well Rehabilitation Contract to Northway Well and Pump Company of Waukee, Iowa, in the amount of \$79,400
 27. RESOLUTION NO. 18-265 awarding contract to Independent Salt Company of Kanopolis, Kansas, for purchase of Rock Salt for 2018/19 Ice Control Program for the Public Works Department in the amount of \$74.09 per ton.

28. RESOLUTION NO. 18-266 awarding contract to Graymont Western Lime, Inc., of West Bend, Wisconsin, for Pebble Lime for Water Treatment Plant in the amount of \$160 per ton.
 29. RESOLUTION NO. 18-267 approving contract for Year 1 with Reliable Maintenance Company of Des Moines and Ames, Iowa for City Hall Cleaning in the amount of \$53,028.64.
 30. Newspaper digitization services at the Ames Public Library:
 - a. RESOLUTION NO. 18-268 approving waiver of Purchasing Policies and Procedures to award a sole-source contract
 - b. RESOLUTION NO. 18-269 approving contract with Advantage Preservation of Cedar Rapids, Iowa, in the amount of \$67,650
 31. RESOLUTION NO. 18-270 approving contract and bond for Furnishing 69kV SF6 Circuit Breakers for Top-O-Hollow Substation Expansion
 32. RESOLUTION NO. 18-271 approving contract and bond for Furnishing 13.8kV Capacitor Bank for Top-O-Hollow Substation Expansion
 33. RESOLUTION NO. 18-272 approving contract and bond for 2017/18 Collector Street Improvements (Meadowlane Avenue)
 34. RESOLUTION NO. 18-273 approving contract and bond for 2016/17 Concrete Pavement Improvements (Dawes Drive)
 35. RESOLUTION NO. 18-274 approving contract and bond for 2017/18 Seal Coat Street Improvements
 36. RESOLUTION NO. 18-275 approving contract and bond for Brookside Park Pathway Lighting Project
 37. RESOLUTION NO. 18-276 approving Change Order to SCS Engineers of Clive, Iowa, for Ames Steam Electric Plant's "inactive" Coal Combustion Residuals (CCR) Surface Impoundment in the amount of \$122,780 to comply with U. S. EPA's CCR Standard
 38. RESOLUTION NO. 18-277 approving Change Order with River Restoration to add construction phase engineering services for Low-Head Dam project
 39. RESOLUTION NO. 18-278 approving Contract Extension with Nationwide Office Care of Clive, Iowa, for custodial services at the Ames Public Library in the amount of \$94,100.86
 40. RESOLUTION NO. 18-279 approving Plat of Survey for 1613 S. Dayton Place
- Roll Call Vote: 6-0. Resolutions/Motions declared adopted/approved unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

SUSPENSION OF PARKING REGULATIONS ALONG CRYSTAL STREET FOR THE MUCKY DUCK RAGBRAI EVENT: Council Member Betcher stated that she pulled this Consent Item due to a request from a private business that would require the closure of some parking along Crystal Street. Ms. Betcher wondered about outreach to other businesses in the area.

Marcus Johnson, 3100 South Duff, Ames, informed Council of the event that involves an outside beer garden and music. The business does close off the parking for this event so it would be nice to have some additional parking on the south side of Crystal Street. Mr. Johnson has contacted most businesses along the 100 and 200 blocks of Crystal and has also used FaceBook for outreach.

Moved by Betcher, seconded Corrieri, to adopt RESOLUTION NO.18-257 approving the

suspension of parking regulations along the south side of the 100 and 200 blocks of Crystal Street from 8:00 a.m. on July 24 through 11:00 a.m. on July 25 for the Mucky Duck RAGBRAI event. Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

APPOINTMENT OF *EX OFFICIO* STUDENT LIAISON TO CITY COUNCIL: *Ex officio* Member Bingham requested Consent Item No. 19 be pulled to allow for the introduction of the new *ex officio* Member, Allie Hoskins. Mayor Haila introduced the proposal of amending the Resolution to make the new *ex officio* effective May 9, 2018.

Moved by Beatty-Hanson, seconded by Gartin, to adopt RESOLUTION NO. 18-249 approving the new *ex officio* effective May 9, 2018.

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

PUBLIC FORUM: Mayor Haila opened Public Forum.

Richard Deyo, 505 - 8th Street, Ames, expressed his desire to speak at Council Comments.

There being no one else wishing to speak, the Mayor closed Public Forum.

The meeting recessed at 6:42 p.m. and reconvened at 6:47p.m.

ORDINANCE SETTING THE RENTAL CONCENTRATION CAP: City Attorney Mark Lambert stated that clarification of the Ordinance was needed to make sure that it stated the intent of the Council. Mr. Lambert explained the changes to the Ordinance to include: addition of language to state the Rental Concentration Cap Neighborhood is where the Ordinance is applied, the date of the establishment of a rental concentration cap was added because the different neighborhoods could be part of the cap at different times, registration of a rental property was taken out due to the fact that a person does not renew a registration, but renews a Letter of Compliance (LOC); and clarification that if one side of a duplex has an LOC, the other side of the duplex may register and obtain a LOC regardless of the 25% cap; and a rental property can get a Transitional Letter of Compliance that can be renewed once for a total of a two-year period, but after that, must wait 12 months before getting another one. Mr. Lambert noted that nothing of substance was changed.

Moved by Gartin, seconded by Betcher to amend the proposed Ordinance with the provided changes.

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

Arvid Osterberg, 930 Ash Avenue, Ames, stated that he just realized that he lives outside the boundary of the rental cap at this time. He stated that he would like to be a part of the rental cap. Through his research he has seen that a rental cap does work, and in his opinion, the cap will help the living conditions of a neighborhood.

Joel Hochstein, 1501 Illinois Avenue, Ames, stated that he has done research and is wondering about the impacts or unintended consequences for marginalized communities, low-income families, population of color, or LGBTQ communities. He expressed concerns for housing for low-income people and does not believe the rental cap will do anything for the behavior issues.

Martin Huber, 430 Lynn Avenue, Ames, stated his support for the rental cap. He found that when his family was relocating from out-of-state, it was difficult to find a home in a neighborhood close to Campus for his wife to walk to work at the college. Mr. Huber added that he would like to see more families have the opportunity to be a part of this neighborhood. The condition of the rentals are very poor and bring down the value of everyone's home in the neighborhood. His fear is that with the new Ordinance allowing more students in a rental, it will cause more houses to fall into the hands of more landlords and have more homes in disrepair. He feels the rental cap would help the neighborhood.

Marsha Miller, 619 Stanton, Ames, informed Council that her block is all owner-occupied. She requested a balance between the owners and renters, because it is not only students who wish to live in the neighborhoods. Ms. Miller hopes that the 25% cap will stabilize the neighborhood.

Anita Rollins, 3714 Woodland Street, Ames, expressed gratitude for including the Edwards neighborhood in the rental cap. She commented that the Edwards neighborhood is a neighborhood with great diversity.

Morgan Johnston, 611 Lynn, Ames, stated that she and her husband purchased a home that had been a rental for ten years. Their hopes were that one day they would be able to use this home as a rental and it would be an investment for them. Ms. Johnston expressed her disapproval in the rental cap and how she feels the rental cap is wrong because it takes away owners' property rights. She feels she is the typical person, young family, that the rental cap will hurt. The part of the neighborhood she lives in is already far above the rental cap percentage. Owners are not going to give up their LOCs and remain rentals. The young families will not want to purchase in the neighborhood because those properties will always remain rentals. She requested that Council give them the rights to their property that they purchased it with.

Bev Jones, 225 Hickory Drive, Ames, reiterated the enjoyment of diversity in the neighborhood. Over the years the rentals have been encroaching closer to her home all the time. Ms. Jones encouraged Council to vote for the rental cap in the Edwards neighborhood.

Nils Kuawnack, 601 Hayward, Ames, said that he purchased a large home for a family, but has a LOC and is renting the extra rooms out at this time. He commented that if he was new to the neighborhood he would not have asked about such restrictions as the rental cap. He is concerned about other buyers being unaware of the restrictions before purchasing and feels there needs to be some kind of disclosure. Mr. Kuawnack opposed the cap because property rights to sell are not free.

Ryan Riley, 314 Hickory Drive, Ames, stated his approval of the rental cap. Mr. Riley stated that his neighborhood is a wonderful place to raise a family. He believes that there should be a

neighborhood close to Campus and family-friendly for Iowa State employees to live, work, and raise a family. This is a neighborhood full of beautiful old homes that, without the rental cap, with no concern to preservation, would be turned into rentals. He encouraged Council to include the Edwards neighborhood in the rental cap.

Bruce Harmon, 222 Wildflower, Ames, encouraged a limitation of rental properties or implementation of the rental cap.

Jim Wellmann, 239 Campus Avenue, Ames, said that he does not feel the Ordinance will be successful. His suggestion was to move the boundary of the overlay west and not include Campus Avenue and increase the rental cap to whatever the current rental percentage is for the boundary established.

Bart Dupuis, 3602 Woodland Street, Ames, expressed support of the rental cap. In the recent years rentals have increased significantly, as former resident-owned homes have been bought up to be turned into rentals. Mr. Dupuis believes this has increased noise, trash, street-parking, a decrease in sense of neighborhood community, and a decrease in overall quality of life.

Susan Knapp, 329 Crane Avenue, Ames, conveyed enjoyment from the diversity of living in her neighborhood. There is a mixture of families, rentals, and students. The students are appreciated and enjoyed, but people of the neighborhood also appreciate the families who have chosen to stay in the neighborhood and invest in it. She encouraged the Council to vote for the rental cap. Ms. Knapp hopes for young families to move in and make the commitment to the neighborhood and City.

Council Member Nelson expressed great concern for unintended consequences. He noted that there is a very limited hardship option for rental rates and other issues. It is difficult to support an Ordinance without the knowledge of the scope of where it will be implemented. This will be a decision that will be extremely hard to take back and re-do if the action does not work as intended.

Council Member Corrieri agreed that not much has been done to mitigate the consequences for people. She reiterated that it is necessary to know what implications there will be and what Council will be able to do about them. Council Member Nelson added that a Temporary LOC is going to put people in situations that they are unable to manage. Council Member Betcher noted that if the Ordinance is not put in place, the percentages of rentals will continue to increase.

Council Member Nelson suggested Council look at the maps for boundaries and collect more data. Council needs to look at the different rental percentages in each neighborhood and treat them differently according to the neighborhood status. The Temporary LOC does not fix hardships. He also feels that Council needs to break down the neighborhoods in smaller pieces or apply the rental cap everywhere.

Director Diekmann interjected that the March 27 staff report stated that 20% of single-family zoned properties are rental properties across the City. Council Member Betcher noted, that with that information, the 25% rental cap is not all that arbitrary, but actually lenient. *Ex officio* Bingham

feels the rental cap will raise rental rates. Ms. Betcher does not believe rental rates will increase due to the cap since there are rental vacancies throughout the City.

City Council Member Corrieri stated that Council should not move on second or third reading until addressing what Council will do about hardships. Mr. Nelson and Ms. Corrieri reiterated that getting more information about hardship options and creating more certainty for people before passing third reading is crucial. Council Member Gartin suggested creating some space for working on hardships and clarifying the maps. Council Member Martin stated that staff had already provided options on permanent hardship options. Ms. Betcher added that staff would not be able to give accurate data as long as the moratorium is still in place. Mr. Martin stated that the process to get boundaries for the neighborhood would be done during the third reading. Council will pass a resolution identifying neighborhoods subject to the Ordinance. Council Member Nelson noted that will help, but he would like to vote on each neighborhood separately. Council Member Corrieri commented that she still is requesting to discuss hardships. The discussion over the previous staff report dealing with permanent and temporary hardship options must be discussed before third reading.

City Attorney Lambert noted that it is possible to amend a third reading of an Ordinance. He suggested Council develop the concept and then delay the third reading until the following meeting. That way the language would be in front of Council. City Manager Schainker stated that Council will need to be prepared to waive the rules and pass on three readings to extend the moratorium at the May 22, 2018, Council meeting. Council Member Gartin confirmed the action of Council on the proposed rental concentration cap process to include the passing of the second reading. The May 22 meeting will begin with Council discussing the hardships and taking steps toward creating an Ordinance. The following meeting will discuss boundaries.

Moved by Gartin, seconded by Betcher, to pass on second reading an Ordinance setting the rental concentration cap.

Roll Call Vote: 4-2. Voting Aye: Betcher, Martin, Beatty-Hansen, Gartin. Voting Nay: Corrieri, Nelson. Motion declared carried.

Moved by Martin, seconded by Gartin, to direct items to come back on the next agenda are to extend the moratorium, discuss hardships, discuss and a resolution of included neighborhood boundaries, and the third reading of the Ordinance.

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

The meeting recessed at 8:00 p.m. and reconvened at 8:10 p.m.

ORDINANCE FOR THE DOWNTOWN/GATEWAY ZONING DISTRICT: Planning Director Kelly Diekmann informed Council of the changes that were made, one of which was to allow for funeral homes with a Special Use Permit as long as it is established already and maintaining the restriction of drive-thrus to be one per block face. At this time no one is becoming non-conforming due to proximity of another drive-thru. The other items included are vehicle service facilities are still recommended to be a prohibited use, which makes existing uses non-conforming; no larger than

three bedroom units; revision of the parking standards to have no parking requirements for uses that are customary to a retail commercial environment; references were added to Grand Avenue to deal with setbacks and frontages; and parking reduction restrictions were clarified for redevelopment sites.

Council Member Gartin commented that some people would like to know why the City could not just add residential to the already Highway-Oriented Commercial (HOC) zoning district. The letter that Mr. Gartin read from stated that the message to current landowners is that their businesses are no longer wanted and should be replaced. Mr. Gartin asked why residential could not just be added to HOC. Director Diekmann responded that there are two reasons why that would not be the best approach. The reason HOC has so many uses is because HOC is the most common use across the City. When zoning is targeted to a smaller area, the uses are narrowed and the City would be more intentional about what the goal is. The use is narrowed to fit the context of a smaller area, rather than a broad area for the City. Ames is moving to a more focused context; a number of uses in HOC are not compatible for the long-term goals. The City's goals are to have destination commercial retail areas that have housing; a number of those uses are not compatible, such as warehouse or heavy commercial uses. Adding housing will create more efficiency of the use, but doesn't create the place of destination commercial uses or the character of the area to sustain it over a long period of time.

Council Member Gartin clarified that the businesses can continue in their locations for as long as they like. This is a long-term process by which properties will turn over for more of the desired use. This is a very slow and conservative process of change. Director Diekmann confirmed that there will not be sudden changes; people will need to acquire property over time. This area was highlighted as a focus area for people to decide if this is the place to invest in what they have or if another person should acquire it and redevelop it. This area was assessed to see if the market viability was ready for change. The belief is that this area can withstand the change. The proposed developer (Argent) is hoping to come back to Council with the project update on June 12.

Moved by Beatty-Hansen, seconded by Corriei, to amend the Ordinance to cap the three and four-bedroom units at 25% with only 10% of that allowed to be four-bedroom units.

Council Member Corrieri stated that she agrees that this will allow some flexibility without going away from the intent of the Council. Council Member Betcher stated her opposition to four-bedroom units because she does not believe four-bedroom units should be Downtown. Council should not determine the vision by what a project looks like. Council Member Beatty-Hansen reminded Council of the discussion about incentives to help guide developers in what Council would like in that area.

Roll Call Vote: 4-1-1. Voting Aye: Martin, Beatty-Hansen, Gartin, Corrieri. Voting Nay: Betcher. Abstaining due to conflict of interest: Nelson. Motion declared carried.

Moved by Beatty-Hansen, seconded by Corrieri, to limit the parking to reflect three spaces for four-bedroom units.

Council Member Beatty-Hansen explained her reason for the motion was that the nature of this zoning district lends itself well to fewer parking spaces and the desire not to have as much impervious surface. Council Member Betcher asked about how shared parking will work. Director Diekmann responded this is a choice by Council. A project will have to show what is required and then there is an option to decrease parking by 25%. To provide more flexibility, Council could accept that parking is shared and available to anyone for use as long as one space is left for residential.

Vote on Motion: 5-0-1. Voting Aye: Betcher, Martin, Beatty-Hansen, Gartin, Corrieri. Voting Nay: None. Abstaining due to conflict of interest: Nelson. Motion declared carried.

Director Diekmann reviewed the difference between pre-existing and non-conforming uses. The fundamental difference is a pre-existing use does not have limits on the intensity of the use. Non-conforming can have changes to the building, such as modifying a restroom, but pre-existing can add the office space and increase total intensity as long as conforms with all current zoning regulations. If a business is pre-existing and the use stops for 12 months, that use can not be restarted. The downside of doing pre-existing is that it would encourage reuse and expansion of a use that the City does not believe should be in that area. There can not be more of that use in the area, but the ones that are there would have life-long options to change and increase intensity and would be unlikely to go away. A business that is non-conforming would not leave either, until it outgrew the size of the building or site.

Robert Goodwin, 311 Lincoln Way, Ames, conveyed his confidence in free enterprise to help the City of Ames grow if not restricted. Presently there are 31 uses in HOC zoning. The proposed zoning will restrict that to 13 uses. Mr. Goodwin feels that people do not necessarily know what the millennials want. He suggested an overlay of residential use in the HOC area. It would allow the City to have residential use and would prevent the taking from property owners. This would also allow for free enterprise that could respond to the demands of the millennials. Council Member Gartin asked Mr. Goodwin to explain why he believes this constitutes a taking. Mr. Goodwin responded that he has had many years of experience in dealing with condemnation cases. He expounded upon this by stating that property is a bundle of rights. If any of the rights are taken, there is a condemnation. In his opinion, the rezoning is very aggressive. No one is able to predict the demands that will be desired by the millennials, so give them the most choices of uses possible and give property owners the flexibility to meet those demands.

Chuck Winkelblack, 105 South 16th, Ames, stated that he believes the next plan that will be seen by Council will have a large reduction in three-and four-bedroom units. The developer will ask for incentives with this project, but there will still need to be flexibility toward the design of the building and also for the market place. Mr. Winkelblack reminded Council that fast food places are not alone in utilizing drive-thrus; banks, pharmacies, and other businesses do as well. He is concerned about taking HOC uses and not replacing them anywhere. People want to come and invest in the community, but there are such limited options, and Lincoln Way is the only street that goes through the whole City east to west. Lincoln Way will continue to be a major automotive corridor to get people moved from east to west through the City.

Tim Grandon, 414 Lincoln Way, Ames, said he was concerned about the reason for not being able to have the overlay.

Delbert Trickle, 120 Lincoln Way, Ames, expressed concern about pushing automotive businesses out of the Lincoln Way area. Mr. Trickle stated that he could sell the building, but could not sell it high enough to recoup what the business would make and there is no land to relocate.

Director Diekmann clarified that if a use is gone for over 12 months, it can not come back, but that does not include the time due to a disaster as long as the owner is diligent in recreation. If the structure is non-conforming, it must be damaged less than 70%. If the structure would be damaged more than 70%, the owner would need to go to the Zoning Board of Adjustment (ZBA) and try to make it as conforming as possible, but the ZBA can approve it in a non-conforming state.

Mr. Diekmann stated that property ownership is not related to use in the Zoning Ordinance. A business with a specific use can be sold to anyone that would want to have a business with that use. The City of Ames can not shut-down a business. Mr. Trickle expressed confusion and uncertainty of what the proposed Ordinance will and won't do. The Mayor conveyed the appreciation and respect that the City has toward the businesses that are there.

Laura Cram, 203 Kellogg, Ames, stated that a potential buyer may have some concern purchasing and paying full price for a non-conforming use in that area. There are a third of the uses in the proposed zone than in HOC and seven fewer uses than the zoning in Downtown that this proposed area is to be a gateway to.

Ryan Davis, 204 Clark, Ames, stated his main concern is parking in the Downtown. If the residential parking is limited, they will park somewhere else, which will be in a business's parking lot, which will lead to the vehicle being towed.

Moved by Beatty-Hansen, seconded by Corrieri, to pass on first reading, as amended, an Ordinance establishing the Downtown/Gateway Zoning District.

Roll Call Vote: 4-1-1. Voting Aye: Martin, Beatty-Hansen, Gartin, Corrieri. Voting Nay: Betcher. Abstaining due to conflict of interest: Nelson. Motion declared carried.

ORDINANCE REGARDING BUILDING GUIDELINES FOR ACCESSORY STRUCTURES IN THE RESEARCH PARK INNOVATION DISTRICT: Moved by Corrieri, seconded by Betcher, to pass on third reading and adopt ORDINANCE NO. 4349 regarding building height and architectural design guidelines for accessory structures in the Research Park Innovation District. Roll Call Vote: 6-0. Ordinance declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

ORDINANCE RELATING TO RAGBRAI EVENTS ON JULY 23 -25, 2018: Moved by Betcher, seconded by Corrieri, to pass on third reading and adopt ORDINANCE NO. 4350 relating to RAGBRAI events on July 23 - 25, 2018.

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

ORDINANCE INCREASING WATER AND SEWER RATES EFFECTIVE JULY 1, 2018: Moved by Corrieri, seconded by Beatty-Hansen, to pass on third reading and adopt ORDINANCE NO. 4351 increasing water rates by 3.5% and sewer rates by 3% effective for bills on or after July 1, 2018. Roll Call Vote: 6-0. Ordinance declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

ORDINANCE ESTABLISHING PARKING REGULATIONS ON CRANE AVENUE: Moved by Betcher, seconded by Beatty-Hansen, to pass on third reading and adopt ORDINANCE NO. 4352 establishing parking regulations on Crane Avenue. Roll Call Vote: 6-0. Ordinance declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

HEARING ON INSTALLATION OF PUBLIC ART IN SETBACKS: The Mayor opened the public hearing and closed it after there was no one wishing to speak.

Moved by Nelson, seconded by Betcher, to pass on first reading an Ordinance relating to installation of public art in setbacks. Roll Call Vote: 6-0. Motion declared carried unanimously.

Moved by Martin, seconded by Betcher, approving the process for approval of public artwork to be placed in setbacks. Vote on Motion: 6-0. Motion declared carried unanimously.

HEARING ON AMENDMENT OF MAJOR SITE DEVELOPMENT PLAN FOR AURORA AVENUE: Director Diekmann stated the proposed change is a whole design change to the building. The siding material had changed from corrugated metal to horizontal vinyl siding. An amendment was proposed to the Planning and Zoning Commission, as it determined that the proposal had completely changed and did not provide continuity with the main building design that has many modern features. The Commission asked that the developer add an accent that would tie the accessory structure back into the principal structure, treating the corners. The developer proposed a wainscot of brick on the side and a different trim element added at the corner. The intent of the Commission was to have materials that match the principal building and the approach by the developer seems to be consistent with that intent.

Mayor Haila opened the public hearing.

Chuck Winkelblack, 105 South 16th Street, Ames, stated that the concession was doing the improvements along Cottonwood where it faces the street, but not where the two buildings face each other or on the south side of the south building. The developer felt it was beneficial to do the street side, but did not feel the other ends of the garage would gain any substantial benefit. People out for a walk on the other side of the building will probably not be concerned with the aesthetics of the garage. Staff believes it should be on the north and the very south.

Director Diekmann commented that the condition from the Commission was to also address the south facade because in the future there will be a pedestrian walkway that extends from Aurora west. That is seen as future publicly viewed areas.

Mr. Winkelblack commented that the proposal is to do the north side, it was the Planning and Zoning Commission that wanted the south side done. The developer did not feel that anyone would see that side due to landscaping and that would not be worth spending the money. It was pointed out none of the other garages out there have any kind of brick material. The developer agreed with the Commission to do the improvements along Cottonwood.

Mr. Diekmann noted that staff recommended Alternative 2: to incorporate brick accents wrapping the north corners of 3305 Aurora Avenue and the same on the south corners of 3315 Aurora Avenue. Mr. Winkelblack was proposing an alternative that is not shown and is clarifying his position to only wrap the north corners.

Mayor Haila closed the hearing after there was no one wishing to speak.

Moved by Betcher, seconded by Beatty-Hansen, to adopt RESOLUTION NO. 18-280 approving the Major Site Development Plan Amendment for 3305 (Lot 6) and 3315 (Lot 7) Aurora Avenue.

Council Member Gartin stated that this is an example of when Council needs to consider the cost of construction and what the City will get from that. This decision will impact what someone else is going to pay. There needs to be a way to justify the cost. Mr. Winkelblack informed Council the cost would be \$2,500.

Roll Call Vote: 4-2. Voting Aye: Betcher, Nelson, Martin, Beatty-Hansen. Voting Nay: Gartin, Corrieri. Resolution declared adopted, signed by the Mayor, and hereby made a portion of these Minutes.

HEARING ON URBAN REVITALIZATION PLAN FOR 415 STANTON AVENUE: Director Diekmann stated that staff feels comfortable that the intent of the design is illustrated and it can be worked with. Staff recommended approval of the Plan as it is consistent with the criteria from Council. Mr. Diekmann informed Council that the requirement age of 55 or older was required at the time of zoning, so that is a mandatory use restriction regardless of the Urban Revitalization Plan.

The public hearing was opened by the Mayor.

Luke Jensen, 2519 Chamberlain, Ames, affirmed the Plan for this project.

The Mayor closed the hearing after no one else asked to speak.

Moved by Betcher, seconded by Gartin, to adopt RESOLUTION NO. 18-281 approving the Urban Revitalization Plan for 415 Stanton Avenue.

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

Moved by Gartin, seconded by Betcher, to pass on first reading an Ordinance establishing the 415 Stanton Avenue Urban Revitalization Area.

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

HEARING ON REZONING OF LAND ADJACENT TO 3311 EAST LINCOLN WAY: Director Diekmann stated the applicant is proposing to rezone the back portion of land adjacent to 3311 East Lincoln Way along the railroad to Industrial. As an agricultural zoned area, there can't be industrial improvements in a railroad spur. In the City Zoning Ordinance, that is an industrial improvement, so Barilla has asked to rezone to allow them to acquire that portion of property to combine with the existing plant, then allow them to construct a railspur that would serve the plant. Staff's recommendation is predicated on the fact that it will be combined with the Barilla plant and be an accessory piece of land to the main property.

Mr. Diekmann noted that the applicant has requested the Council suspend the rules and adopt the Ordinance at this meeting. The reason for that is to begin the railspur construction project as soon as next week. The second issue is the Plat of Survey to combine Barilla's two existing parcels with acquiring a new parcel that will be created in the rezoning. Through the review process, the City requests a dedication of right-of-way via a right-of-way easement. Staff learned that there is a Mechanics Lien that has been filed against the Barilla property. It is staff's recommendation that Council approve the Plat of Survey, but withhold the recording until a Warranty Deed has been given to the City to reflect no lien on the property that is to be dedicated to the City. City Attorney Lambert added that an abstract should be examined for the property to confirm there is nothing else out there on the property.

Larry Covington, 3311 East Lincoln Way, Ames, stated that Barilla was unaware of the Lien until very recently. Barilla has instructed the general contractor to procure a bond to take care of the lien by Friday. If this does not happen, Barilla will clear the Lien, so it will be taken care of by Friday at 11:00 in the morning. Lot A has paperwork set up to transfer to the City and then get the Plat of Survey recorded for the rezoning and finish with Mr. Jensen on the purchase of the 6.06 acres. Mr. Covington requested the waiving of three readings, due to timing of the project and availability of contractors through the peak season. There will be a period of 15 days that rail services will be in a lockdown. Nothing will be coming in or going out, so there is a need to coordinate that time period. Once the August time frame comes this plant provides 60% of resources to the sister plant in New York. All work should be completed by that time. If the third reading did not happen until June, Barilla would be paying penalties for utilities and locking up the crews and paying the production time, and there would be an issue with meeting the timing and production demands.

The Mayor opened the public hearing and closed it after there was no one else who wished to speak.

Moved by Gartin, seconded by Nelson, to pass on first reading an Ordinance rezoning land adjacent to 3311 East Lincoln Way from Agricultural (A) to Planned Industrial (PI).

Director Diekmann reminded Council that the Plat of Survey will not be released to be recorded until the issue of the Deed of Dedication is cleared up.

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

Moved by Gartin, seconded by Corrieri, to suspend the rules necessary for the adoption of an ordinance. Roll Call Vote: 5-1. Voting Aye: Betcher, Nelson, Beatty-Hansen, Gartin, Corrieri. Voting Nay: Martin. Motion declared carried.

Moved by Gartin, seconded by Corrieri, to pass on second reading an Ordinance rezoning land adjacent to 3311 East Lincoln Way from Agricultural (A) to Planned Industrial (PI). Roll Call Vote: 5-1. Voting Aye: Betcher, Nelson, Beatty-Hansen, Gartin, Corrieri. Voting Nay: Martin. Motion declared carried.

Moved by Gartin, seconded by Nelson, to pass on third reading and adopt Ordinance 4353 rezoning land adjacent to 3311 East Lincoln Way from Agricultural (A) to Planned Industrial (PI). Roll Call Vote: 5-1. Voting Aye: Betcher, Nelson, Beatty-Hansen, Gartin, Corrieri. Voting Nay: Martin. Ordinance declared adopted, signed by the Mayor, and hereby made a portion of these Minutes.

Moved by Gartin, seconded by Corrieri, to adopt RESOLUTION NO. 18-286 approving the Plat of Survey to include Parcel A for future dedication to the City and to defer the dedication of Parcel A to the City to some date prior to completion and Certificate of Occupancy for the building on Parcel H. Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

HEARING ON REZONING OF 3507 SOUTH DUFF AVENUE: The public hearing was opened by the Mayor. He closed the hearing after no one asked to speak.

Moved by Betcher, seconded by Corrieri, to pass on first reading an Ordinance rezoning 3507 South Duff Avenue from Highway-Oriented Commercial (HOC) to Agricultural (A). Roll Call Vote: 6-0. Motion declared carried unanimously.

HEARING ON CONTINUOUS EMISSIONS MONITORING SYSTEM REPLACEMENT: Mayor Haila opened the public hearing. He closed the hearing after there was no one wishing to speak.

Moved by Nelson, seconded by Betcher, to accept the report of bids and delay the award of contract for the Continuous Emissions Monitoring System Replacement for Electric Services. Vote on Motion: 6-0. Motion declared carried unanimously.

HEARING ON TOP-O-HOLLOW SUBSTATION EXPANSION: The public hearing was opened by the Mayor. He closed the hearing after no one asked to speak.

Moved by Betcher, seconded by Beatty-Hansen, to adopt RESOLUTION NO. 18-282 approving final plans and specifications and awarding the contract to Primoris Aevenia, Inc., of Johnston, Iowa, in the amount of \$1,511,291.16. Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

HEARING ON PROPOSED 2018/19 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ANNUAL ACTION PLAN: Housing Coordinator Vanessa Baker-Latimer stated there was notification from HUD that the 2018/19 allocation will be an increase. The Action Plan must be updated since the announcement of the allocation. Ms. Baker-Latimer informed Council of the updates that were made so far to the Action Plan.

Housing Coordinator Baker-Latimer commented that Ames became eligible for HOME funds, which will be in an amount of \$601,264. Home money is a brick and mortar program that the money can be used to build housing. This money could go towards State Avenue housing. A requirement of HOME is that there has to be a 25% local match that is permanent money. The General Obligation Bond funds can be used toward that match as can balances that are left over in the City-wide Affordable Housing program. The last date for submitting paperwork to HUD is August 16. She believes the City's local match would be about \$132,000.

Council Member Gartin asked to know the purpose of the HOME funds. Ms. Baker-Latimer replied that HOME funds are "sister funds" to CDBG. CDBG is met to do public infrastructure, and HOME funds are to be the brick and mortar, such as new construction, housing rehabilitation, and tenant-based rental assistance. There is a formula for these funds to qualify for the HOME funds and Ames finally met the formula to receive the HOME funds.

Council Member Gartin expressed concern about other communities in Iowa needing this money more than Ames. City Manager Schainker advised that if the City were to turn down this money, it would not necessarily mean that the money would go to a community that Council is in favor of. Council Member Betcher stated that addressing housing needs is one of the Council's goals. She feels it is saying that Council does not care about affordable housing enough to take money when it is offered.

The Mayor opened the public hearing and closed it after there was no one wishing to speak.

Moved by Betcher, seconded by Nelson, to continue the hearing on the proposed 2018/19 Community Development Block Grant Annual Action Plan until July 31, 2018.

Council Member Betcher withdrew the motion.

Moved by Martin, seconded by Betcher, to adopt REOLUTION NO. 18-287 approving the designation of \$250,000 General Obligation Bonds that were previously allocated for 321 State, as the matching funds for the HOME Funds program.

Vote on Motion: 5-1. Voting Aye: Betcher, Martin, Nelson, Beatty-Hansen, Corrieri. Voting Nay: Gartin. Resolution declared adopted, signed by the Mayor, and hereby made a portion of these Minutes.

Moved by Betcher, seconded by Corrieri, to continue the hearing on the proposed 2018/19 Community Development Block Grant Annual Action Plan until July 31, 2018.

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

DRAFT AMENDMENT FOR 2014-18 CDBG CONSOLIDATED PLAN: Housing Coordinator Baker-Latimer reiterated that due to receiving the HOME funds it affects the Action Plan. She explained that anything received over \$100,000 the City has to do a substantial amendment and make it available for public comment. This action would direct staff to amend the Consolidated Plan to reflect the receipt of the Home dollars.

Moved by Corrieri, seconded by Beatty-Hansen, to adopt RESOLUTION NO. 18-288 accepting HOME funds in the amount of \$601,264. Direction to the Housing Coordinator to draft an amendment for the 2014-18 CDBG Consolidated Plan to accept HOME funds.

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

AMES URBAN FRINGE PLAN MAP AMENDMENT FOR TIMBER CREEK DRIVE AND SOUTH U.S. 69: Director Diekmann explained that the request for the Fringe Plan Amendment was a result of a discussion with the County about subdividing some previously developed properties. Mr. Dickson Jensen initiated the Fringe Plan Amendment request at the direction of Story County to proceed with the platting process. Story County did proceed with the approval of the subdivision requested by Mr. Jensen but wanted to continue with the Fringe Plan Amendment to reconcile the subdivision process with the policy of the Urban Fringe Plan. Story County is actually the applicant at this time.

Mr. Diekmann informed Council that this is previously developed properties south of the Ames Airport at Timber Creek Drive. It was developed with houses and lots prior to the Fringe Plan. Story County allows for certain sizes of parcels to be divided again. The Fringe Plan thinks of Agriculture and Farm Service Areas as areas that don't get divided. The Planning Commission recommended approval for these previously developed properties and felt that it was consistent in general intent and Zoning with the Urban Fringe Plan. This is not meant to allow for multiple subdivisions to create one-acre home sites.

Jerry Moore Story County Planning and Development Director, 900 - 6th Street, Nevada, stated that zoning is A1 Agriculture. If there is an existing dwelling on the parcel, the County's Ordinance does allow for division under the Residential Parcel Subdivision process, which allows for the creation of one more lot for one additional dwelling. This current zoning would prevent the applicant from creating additional lots without going through a rezoning petition process. The County would communicate with the City staff on that request for input. This would be more consistent with the rural stipulations. The current zoning limits the subsequent future division and it is prohibited to do any additional divisions through the Residential Parcel Subdivision. Mr. Diekmann added that it would take a lot of land area to annex them into the City if they didn't voluntarily do it.

Moved by Beatty-Hansen, seconded by Gartin, to adopt RESOLUTION NO. 18-283 approving Ames Urban Fringe Plan Map Amendment for 200, 585, and 600 Timber Creek Drive and 3935 South U.S. Highway 69.

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

PRELIMINARY PLAT FOR ISU RESEARCH PARK SUBDIVISION, PHASE III, THIRD ADDITION: Director Diekmann stated the applicants are requesting the City Council to approve a Preliminary Plat for the Research Park to create a new lot on Riverside. This is extending development further south. There are infrastructure costs with servicing the sites, which is a development cost for any developer in the City. The Research Park is in search of funds to help with this, and they are looking at entering into a Development Agreement with the City to share in some of these improvement costs.

Moved by Gartin, seconded by Corrieri, to adopt RESOLUTION NO. 18-284 approving the Preliminary Plat for ISU Research Park Subdivision, Phase III, Third Addition.

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

BICYCLE RIDING ON HARD-SURFACED PATHWAYS IN BROOKSIDE PARK: Assistant City Manager Brian Phillips stated bicycle riding is currently not allowed on this path. This Ordinance would make it legal.

Mayor Haila opened the hearing. Seeing no one who wished to speak the hearing was closed.

Moved by Beatty-Hansen, seconded by Corrieri, to pass on first reading an Ordinance allowing bike-riding on hard-surfaced pathways in Brookside Park.

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

SUSPEND ENFORCEMENT OF SECTION 19.12 WITH RESPECT TO THE HARD-SURFACED PATHWAYS IN BROOKSIDE PARK ONLY, ON MAY 12, 2018: Moved by Beatty-Hansen, seconded by Betcher, to adopt RESOLUTION NO. 18-285 suspending enforcement of Section 19.12 with respect to the hard-surfaced pathways in Brookside Park only, on May 12, 2018, to facilitate the Mayor and Council's Bike Ride.

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

DISPOSITION OF COMMUNICATIONS TO COUNCIL: Moved by Corrieri, seconded by Betcher, to authorize staff to proceed on moving through the subdivision process for farmland owned by Roger and John Reinhart, which is located within two miles of Ames' boundary.

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

Mayor Haila mentioned the difficulty that Carney's Salvage is having selling their property. Council needs to find out how much land on South Duff that would be used and the cost of that land. Justin Dodge, 105 South 16th Street, Ames, stated that other properties are affected beside the Carney property.

Moved by Corrieri, seconded by Beatty-Hansen, to direct staff to have a discussion on the properties affected by the Squaw Creek channel straightening on South Duff and report back to Council.

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

Moved by Nelson, seconded by Martin, to not refer to staff the letter pertaining to signage of the CORE apartments.

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

COUNCIL COMMENTS: Council Member Betcher stated the concern for the Teagarden and Southdale areas due to flooding. She added that Public Works is paying attention, looking into the issues, and checking out the citizens situations.

Moved by Gartin, to adjourn the meeting at 10:49 p.m.

Diane R. Voss, City Clerk

John A. Haila, Mayor

Stacy Craven, Recording Secretary



REPORT OF CONTRACT CHANGE ORDERS

Period:	<input checked="" type="checkbox"/>	1 st – 15 th
	<input type="checkbox"/>	16 th – End of Month
Month & Year:	May 2018	
For City Council Date:	May 22, 2018	

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)
Water & Pollution Control	WPCF Bar Screen Replacement	1	\$755,300.00	Woodruff Construction, LLC	\$0.00	\$4,550.00	J. Dunn	MA
Public Works	2017/18 Traffic Signal Program	1	\$183,273.84	Voltmer, Inc.	\$0.00	\$-(1,042.80)	D. Pregtzer	MA
			\$		\$	\$		
			\$		\$	\$		MA
			\$		\$	\$		
			\$		\$	\$		

Applicant License Application ()

Name of Applicant: <u>LJPS Inc</u>		
Name of Business (DBA): <u>Olde Main Brewing Company</u>		
Address of Premises: <u>1407 S University Blvd</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50011</u>
Business <u>(515) 232-0553</u>		
Mailing <u>PO Box 1928</u>		
City <u>Ames</u>	State <u>IA</u>	Zip: <u>50010</u>

Contact Person

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

Classification Class C Liquor License (LC) (Commercial)
Term: 5 days
Effective Date: 06/13/2018
Expiration Date: 01/01/1900
Privileges:
Class C Liquor License (LC) (Commercial)
Status of Business

BusinessType: <u>Privately Held Corporation</u>	
Corporate ID Number: <u>XXXXXXXXXX</u>	Federal Employer ID <u>XXXXXXXXXX</u>

Ownership
Scott Griffen

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

Susan Griffen

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

Daniel Griffen

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

Insurance Company Information

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

Applicant License Application ()

Name of Applicant: <u>Cy's Party Time Lounge, Inc</u>		
Name of Business (DBA): <u>Cy's Party Time Lounge</u>		
Address of Premises: <u>115 5th</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50010</u>
Business <u>(515) 460-1583</u>		
Mailing <u>3708 Jewel Dr</u>		
City <u>Ames</u>	State <u>IA</u>	Zip: <u>50011</u>

Contact Person

Name <u>Rodney Hibbs</u>			
Phone: <u>(515) 460-1583</u>	Email	<u>ROD3708@AIM.COM</u>	

Classification Class C Liquor License (LC) (Commercial)**Term:** 12 months**Effective Date:** 06/01/2018**Expiration Date:** 01/01/1900**Privileges:**Class C Liquor License (LC) (Commercial)Sunday Sales**Status of Business**

BusinessType: <u>Privately Held Corporation</u>	
Corporate ID Number: <u>XXXXXXXXXX</u>	Federal Employer ID <u>XXXXXXXXXX</u>

Ownership**Rodney Hibbs**

First Name: Rodney **Last Name:** Hibbs
City: Ames **State:** Iowa **Zip:** 50011
Position: President
% of Ownership: 100.00% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company: <u>Specialty Risk of America</u>	
Policy Effective Date:	Policy Expiration
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:



MEMO

7a-c

To: Mayor John Haila and Ames City Council Members
From: Lieutenant Dan Walter, Ames Police Department
Date: May 14, 2018
Subject: Beer Permits & Liquor License Renewal Reference City Council Agenda

The Council agenda for May 22, 2018, includes beer permits and liquor license renewals for:

- Class B Liquor & Catering - LB0002080 - Gateway Hotel & Conference, 2100 Green Hills Drive
- Class C Liquor - LC0041831 - Fuji Japanese Steakhouse, 1614 S. Kellogg Avenue #101
- Class C Liquor, B Wine, & Outdoor Service- LC0039291 - Della Viti, 323 Main Street #102

A routine check of police records for the past 12 months found no liquor law violations for the above listed businesses. **The Police Department recommends renewal of licenses for all the above businesses.**

APR 23 2018

Risk Management

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

Applicant Information

Name of Event: Odyssey of the Mind
Name of Organization Sponsoring Event: Iowa State Conference Planning and Management
Address of Organization: 1601 Golden Aspen Drive, Ste 110
Name of Applicant: Kim Abels
Phone: 515-294-1995 Fax: 515-232-6716 E-Mail: kim@amescvb.com
515-817-6312

Event Information

Event Location: Courtyard South of Schemen Building Estimated attendance: 5,000-6,000
Event Date: May 26, 2018 Time: 9:45 a.m./p.m. Alternate Date (rain date) for event: TBD
Organization's on-site manager or contact for day of Display: Kim Abels
Phone: 515-817-6312 Fax: _____ E-Mail: kim@amescvb.com

Firework Display Information: Attach a copy of the Display Operator credentials and applicable U.S. DOT requirement information for transportation with this application

Display Operator (company name): J+M Displays, Inc.
Address: 18064 170th Avenue
City: Yarmouth State: Iowa Zip Code: 52660
Work-week Phone: 319-394-3890 Fax: 319-394-3265 E-Mail: www.jandmedisplays.com
Operator Name for day of Display: Kevin McClain Cell Phone: 515-669-7804
Other Contact for day of Display: Mark Johnson Cell Phone: 319-259-1894

NOTE: Electronic firing ONLY

Type of Fireworks: 1.3G 3, 4, + 5" Aerial Attach Display Program
Length of Display: _____
Fireworks Supplier: J+M Displays, Inc.
Exact Location of Display: Iowa State University lot C5+C6 or C4+C5 Attach Diagram of Display/Shoot Location

Insurance Requirements: Insurance coverage and certificate requirements are on the back of this form.

Student Organizations Only: Submit an Event Authorization and Notification Form with other event documents (including this application) at least 6 weeks prior to the event.

The display operator, EH&S and ISU Police will monitor weather conditions prior to and during the display event. EH&S, ISU Police or the Ames Fire Department have the authority to cancel or postpone any display if they determine there is not strict adherence to the approved application; or there is lightning, wind gusts or inclement weather that will cause risks to the crowd or surrounding property.

4/19/18
Date

Julie Kueffer
Sponsoring Organization Representative Signature

I have read and agree to the responsibilities stated in the ISU Fireworks, Pyrotechnics and Flame Effects Procedures and also agree that I will meet all insurance requirements listed on this application and that this insurance will be primary.

4/4/2018
Date

Mark E. Johnson
Display Operator Representative Signature

APPROVAL SIGNATURES:

5/4/18
Date

[Signature]
Environmental Health and Safety

5/4/18
Date

[Signature]
ISU Police

18 May 2018
Date

[Signature]
City of Ames Inspector

5/17/18
Date

[Signature]
Office of Risk Management

COUNCIL ACTION FORM

SUBJECT: ACCEPTANCE OF ROW DEDICATION AT 1811 E LINCOLN WAY

BACKGROUND:

In April 2018, a site plan was approved for a new building at 1811 East Lincoln Way. As a condition of final acceptance, an approximately 64 x 130-foot area of that property along East Lincoln Way was to be dedicated as right-of-way (Attachment A). The proposed dedication of this area will match the existing right-of-way line of the property to the east (1817 E Lincoln Way) and allow for access to existing public and private infrastructure (see Attachment B). Apart from recording fees, this proposed acquisition will be at no cost to the City.

ALTERNATIVES:

1. Accept the acquisition of right-of-way at 1811 E Lincoln Way
2. Do not accept the acquisition of right-of-way at 1811 E Lincoln Way

CITY MANAGER'S RECOMMENDED ACTION:

Lincoln Way used to be US Highway 30 under jurisdiction of Iowa DOT until it was transferred to the City in the 1960's. It was common practice of Iowa DOT at that time to have the road in an easement with the property owner having ownership to the middle of the highway. This is an opportunity to bring the property and right-of-way into current practice. The dedication of this right-of-way area is necessary for the use, repair, and installation of City and private utility infrastructure without the need for easements.

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

ATTACHMENT A

INSTRUMENT PREPARED BY:	David W. Benson, 1416 Buckeye Ave., Ames IA 50010 (Tel: 515/956-3900)
EXEMPTION CLAIMED:	Iowa Code §428A.2(21) Consideration under \$500
RETURN DOCUMENT TO:	City of Ames, Iowa – City Clerk; 515 Clark Ave., Ames IA 50010
MAIL TAX STATEMENT TO:	City of Ames, Iowa – City Clerk; 515 Clark Ave., Ames IA 50010

TRUSTEE'S DEED

KNOW ALL PERSONS BY THIS INSTRUMENT: That Barbara J. Hanson, as Trustee of the Barbara J. Hanson Revocable Trust dated September 13, 2011 (the "trust agreement"), for valuable consideration, does hereby convey unto City of Ames, Iowa real property situated in Story County, Iowa, described on attached Exhibit A.

The undersigned Trustee, pursuant to section 614.14 of the Code of Iowa, covenants with and warrants to the above named grantee and successors in interest that the trust agreement pursuant to which this conveyance is made was duly executed and remains in full force and effect; that the person creating the trust was under no disability or infirmity at the time the trust was created; that the undersigned is now the only person holding the office of trustee under the trust agreement; that the Trustee has full and lawful authority under the trust agreement to convey said real estate to said grantee; and that the trustee knows of no facts or legal claims which might impair the validity of the trust or the validity of this transfer.

Dated 5-14, 2018.

Barbara J. Hanson

BARBARA J. HANSON, Trust of the
Barbara J. Hanson Revocable Trust
Dated September 13, 2011

STATE OF IOWA, COUNTY OF STORY, SS:

This instrument was acknowledged before me on May 14, 2018, by Barbara J. Hanson as trustee of the Barbara J. Hanson Revocable Trust dated September 13, 2011.

David W. Benson

Notary Public

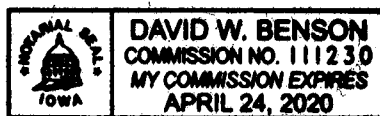


Exhibit A

The "Acquisition Area" as shown on that "Acquisition Plat" filed in the office of the Recorder of Story County, Iowa, on May 8, 2018, as Instrument Number 2018-03805, in Slide 603 at Page 5; located in the SW ¼ of the SE ¼ of Section 1, Township 83 North, Range 24 West of the 5th P.M., City of Ames, Story County, Iowa; being part of an existing tract described in a warranty deed filed at Instrument Number 2011-09597; and more particularly described as:

Beginning at a point on the south line of said Section 1 which is 542.76 feet, S89°35'42"E of the South Quarter Corner thereof; thence continuing S89°35'42"E, 129.88 feet to the Southeast Corner of said existing tract; thence N00°22'23"W, 63.89 feet along the east line thereof to the North line of East Lincoln Way; thence N89°38'17"W, 129.89 feet along said line to the westerly line of said existing tract; thence S00°22'51"E, 63.79 feet to the point of beginning, containing 0.19 acres.

INSTRUMENT PREPARED BY:	David W. Benson, 1416 Buckeye Ave., Ames IA 50010 (Tel: 515/956-3900)
RETURN DOCUMENT TO:	City of Ames – City Clerk; 515 Clark Ave., Ames IA 50010

AFFIDAVIT OF INDIVIDUAL TRUSTEE

STATE OF IOWA, COUNTY OF STORY, SS:

I, Barbara J. Hanson, being first duly sworn and under oath, state of my personal knowledge that:

1. I am the trustee under the Barbara J. Hanson Revocable Trust dated September 13, 2011, and there was conveyed to me as such trustee by Barbara J. Hanson and Harlan L. Hanson, wife and husband, pursuant to an instrument filed in the office of the Recorder of Story County, Iowa, on October 4, 2011, and recorded as Instrument Number 2011-09597 real property that included real property described on attached Exhibit A.

2. I am the presently existing trustee under the trust and am authorized to convey the real property described on attached Exhibit A to City of Ames, Iowa, without any limitation or qualification whatsoever.

3. The trust is in existence; the grantor of the trust and all beneficiaries are alive; the trust has not been made irrevocable; and I as trustee am authorized to transfer and convey the interests in said real property free and clear of any adverse claims.

4. I make this affidavit pursuant to Section 614.14 of the Code of Iowa.

Dated 5-14, 2018.

Barbara J. Hanson
BARBARA J. HANSON

On May 14, 2018, before me, the undersigned, a Notary Public in and for said state, the foregoing affidavit was sworn to or affirmed and subscribed by Barbara J. Hanson.

David W. Benson
Notary Public



Exhibit A

The "Acquisition Area" as shown on that "Acquisition Plat" filed in the office of the Recorder of Story County, Iowa, on May 8, 2018, as Instrument Number 2018-03805, in Slide 603 at Page 5; located in the SW ¼ of the SE ¼ of Section 1, Township 83 North, Range 24 West of the 5th P.M., City of Ames, Story County, Iowa; being part of an existing tract described in a warranty deed filed at Instrument Number 2011-09597; and more particularly described as:

Beginning at a point on the south line of said Section 1 which is 542.76 feet, S89°35'42"E of the South Quarter Corner thereof; thence continuing S89°35'42"E, 129.88 feet to the Southeast Corner of said existing tract; thence N00°22'23"W, 63.89 feet along the east line thereof to the North line of East Lincoln Way; thence N89°38'17"W, 129.89 feet along said line to the westerly line of said existing tract; thence S00°22'51"E, 63.79 feet to the point of beginning, containing 0.19 acres.

ACQUISITION PLAT

LOCATION: IN THE SW1/4, SE1/4, SEC. 1-83-24, CITY OF AMES, STORY COUNTY, IOWA

PROPRIETOR: BARBARA J. HANSON REVOCABLE TRUST

REQUESTED BY: DAVID BENSON

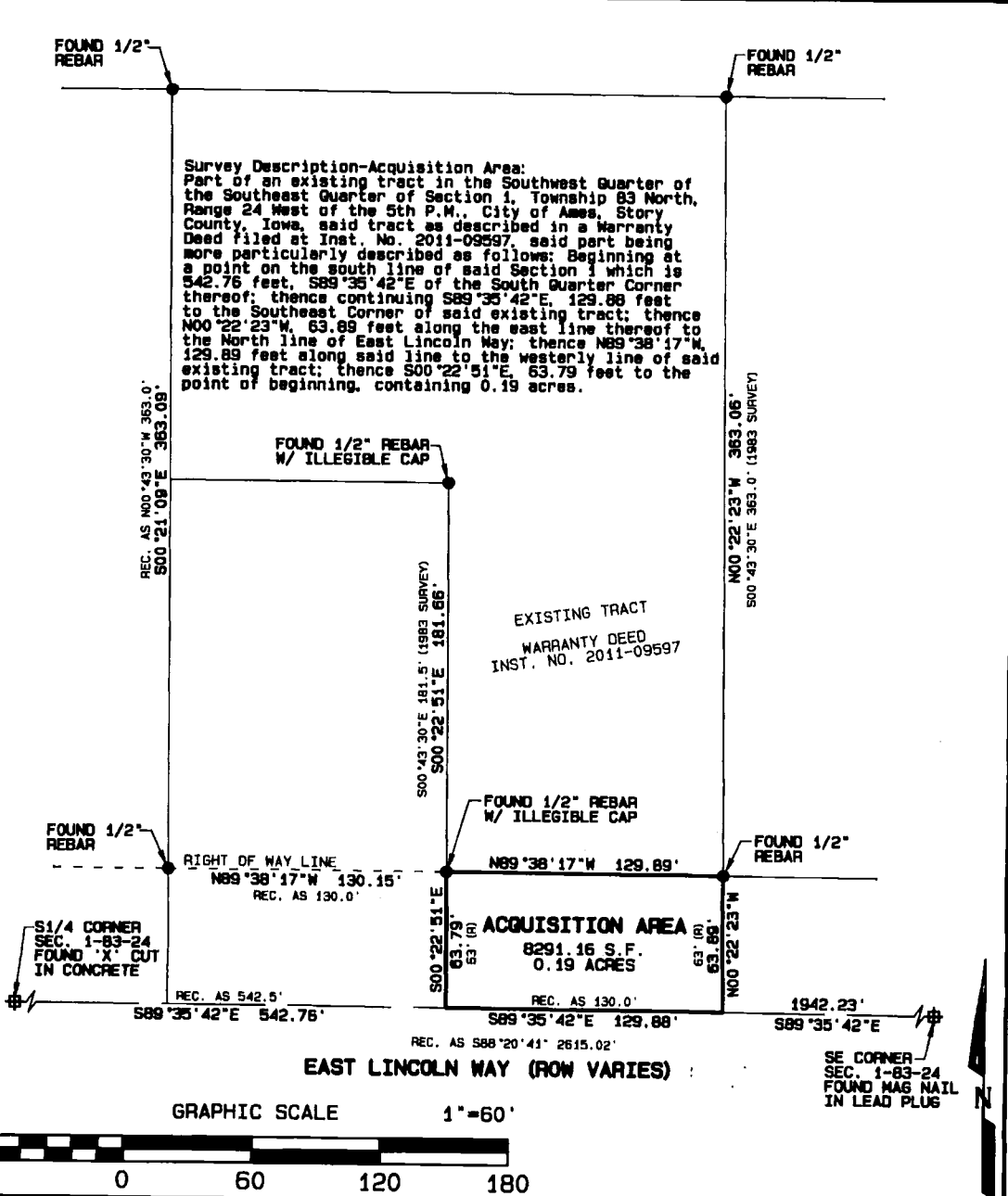
PURPOSE: ACQUISITION OF RIGHT OF WAY BY THE CITY OF AMES

SURVEYOR: R. BRADLEY STUMBO, PLS #17161
STUMBO & ASSOCIATES LAND SURVEYING
P.O. BOX 1664
AMES, IA 50010
515-233-3689

Instrument #: 2018-03805
05/08/2018 11:01:55 AM Total Pages: 1
SURV SURVEYS AND PLATS
Recording Fee: \$ 7.00
Stacie Herridge, Recorder, Story County Iowa

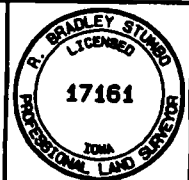


Slide 603 Page 5



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

R. Bradley Stumbo Date: 4/30/18
R. Bradley Stumbo License #17161
My license renewal date is December 31, 2019
Job #17123 Date: 4/30/18 Fieldwork Completed: 4/19/18 Page 1 of 1



STUMBO & ASSOCIATES LAND SURVEYING

ATTACHMENT B



ArcGIS Web Map



© City of Ames, Iowa makes no warranties, expressed or implied, including without limitation, any warranties of merchantability or fitness for a particular purpose. In no event shall the City of Ames be liable for lost profits or any consequential or incidental damages caused by the use of this map.

Date: 5/15/2018

1 inch = 188 feet

COUNCIL ACTION FORM

SUBJECT: REVISIONS TO ASSET POLICIES AND PROCEDURES

BACKGROUND:

Each year, the ASSET Administrative Team and ASSET volunteers review the ASSET Policies and Procedures. Changes to the Policies and Procedures are adopted once a majority of the Funders (three of five) approves the revisions. This year, revisions are recommended to the Policies and Procedures to address several issues:

- **Provide for the Human Services Council to select a single representative to be a liaison at ASSET meetings if the Human Services Council desires to do so.** The current policies require three representatives, and for many years this provision has not been fulfilled. ASSET has had discussions with the Human Services Council about the Council's purpose and the need for this formal connection. This modification provides the Human Services Council flexibility to decide whether continuing to have such a liaison is beneficial.
- **Require minutes of agency boards to be submitted to ASSET as requested.** It is the intent of the Administrative team to proceed with requesting agencies to regularly upload minutes for review. This will allow ASSET to stay apprised of agency planning efforts and to prepare well in advance for potential changes and strategies being implemented at agencies.
- **Adjust the timeline for these policies and procedures to be reviewed.** The policies currently call for a specific date, which does not always correspond with when ASSET meetings are held.
- **Modify the service titles for two services provided by ACCESS.** These services are currently referred to as the "Battering Relief" and "Rape Relief" services. At the request of ACCESS, these services will be revised to "Domestic Abuse Crisis and Support" and "Sexual Abuse Crisis and Support," respectively.

The ASSET board reviewed these proposed changes and recommended approval to the Funders at the May 10, 2018 meeting. A copy of the revised Policies and Procedures is attached.

ALTERNATIVES:

1. Approve the recommended changes to the ASSET Policies and Procedures
2. Do not approve changes to the ASSET Policies and Procedures

MANAGER'S RECOMMENDED ACTION:

From time to time it is necessary to amend the ASSET Policies and Procedures. The proposed changes this year will provide flexibility in ASSET's formal relationship with the Human Services Council, allow for ASSET volunteers and staff to be better informed about discussions taking place at agency board meetings, modify ASSET's policymaking timeline, and update the language used to define two ASSET services (at that agency's request). The ASSET board, comprised of ASSET staff and volunteers, has recommended approval of these changes.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the recommended changes to the ASSET Policies and Procedures.

COUNCIL ACTION FORM

SUBJECT: AWARD OF CONTRACT FOR PROFESSIONAL AUDITING SERVICES

BACKGROUND:

Eide Bailly, LLP has provided financial audit services for the City of Ames (City) since the fiscal year ended June 30, 2003, and the current agreement ended with the fiscal year 2017 audit. The City is seeking services to audit the financial statements for fiscal year ending June 30, 2018, with an option of auditing the financial statements for the subsequent four fiscal years.

Best practices for audit services provided by the Government Finance Officers Association (GFOA) recommend that governmental entities enter into multi-year agreements of at least five years in duration, which allows for greater continuity and helps to minimize the potential for disruption in connection with the independent audit. Multi-year agreements also help auditors spread start-up costs over several years rather than over a single year. GFOA also states that although it would be ideal to replace the independent auditor at the end of each audit agreement, the lack of competition among audit firms fully qualified to perform public-sector audits could make a policy of mandatory auditor rotation counterproductive. **Instead, it is recommended that a governmental entity actively seek the participation of all qualified firms, including the current auditors, assuming that the past performance of the current auditors has been satisfactory.**

On March 22, 2018, the City solicited Request for Proposal (RFP) to seven accounting firms and three bid service firms and received responses from five firms. The RFP was advertised on the Current Bid Opportunities section of the Purchasing Website. The RFP was for professional auditing services for the fiscal year ending June 30, 2018, with an option to extend the contract for each of the four subsequent fiscal years.

An evaluation committee comprised of City staff members from the Finance Department independently evaluated and ranked the proposals based on the matrix provided in the RFP. First, each firm had to meet four mandatory elements: 1) the firm is independent and licensed to practice in Iowa; 2) the firm has no conflict of interest with the City; 3) the firm adhered to the instructions for preparation of the proposal; and 4) the firm submits a copy of its last external quality control review report and the firm has a record of quality audit work. All of the firms met the mandatory requirements and were then evaluated for technical qualifications, representing 75% of the overall score and proposed costs accounted for 25%. The score of each criterion was based on a scale of 1 to 10 and then assigned a corresponding weight factor. The maximum possible score was 1000.

The technical qualifications were divided into expertise and experience and audit approach. Included in expertise and experience were past experience with comparable governments, quality of personnel assigned to the engagement, past experience with engagements that submit their Comprehensive Annual Financial Report (CAFR) to GFOA

for the Certificate of Achievement for Excellence in Financial Reporting, and Single Audit (audit of federal funds) experience with similar federal or state financial assistance programs. Elements of audit approach that were used to evaluate accounting firms were adequacy of proposed staffing plan for segments of the engagement, sampling techniques, analytical procedures, and approach to internal control understanding.

The proposed ranking and costs are listed below:

Accounting Firm	Average Score	Rank	Fee Proposal
Eide Bailly LLP, Dubuque, IA	883	1	275,700
RSM US LLP, Davenport, IA	803	2	303,850
BKD LLP, Kansas City, MO	748	3	351,900
CliftonLarsonAllen LLP, Cedar Rapids, IA	728	4	273,400
Denman & Company LLP, West Des Moines, IA	701	5	276,400

Based on an unanimous decision by the evaluation team, Eide Bailly LLP, Dubuque, IA, has been determined the best value to the City. Eide Bailly LLP stands out as the strongest firm for the following reasons:

1. The office of Eide Bailly LLP that will be responsible for the City's audit (Dubuque) currently performs audits of 18 local governments in Iowa. Of those, 12 are subject to a Single Audit and ten receive the GFOA Certificate of Achievement for Excellence in Financial Reporting. Firm-wide, Eide Bailly LLP has approximately 200 full-time professionals who devote their time to governmental engagements and share knowledge across the firm.
2. As stated above, Eide Bailly LLP currently audits ten Iowa cities that receive the GFOA Certificate of Achievement for Excellence in Financial Reporting. In addition, the engagement partner and manager assigned to the City's audit are members of the GFOA Special Review Committee, which is a group of individuals with public sector experience who evaluate CAFRs submitted for the GFOA Certificate of Achievement for Excellence in Financial Reporting.
3. City personnel have been satisfied with the work Eide Bailly LLP has performed for the City for the past 15 years. Eide Bailly LLP staff is knowledgeable, and meet all agreed-upon deadlines. The staff retention rate at Eide Bailly LLP is high in relation to other public accounting firms, resulting in continuity of staff assigned to the audit. This is important for efficiency of the audit.

City staff also considered the issue of auditor rotation since there has been much discussion over the past several years among accounting and investment professionals on the value of auditor rotation, especially for audits of publicly-traded companies. The Sarbanes-Oxley Act of 2002 (SOX) required that the U.S. General Accounting Office (GAO) conduct a study of the potential effects of mandatory auditor rotation for publicly-traded companies. The GAO concluded that mandatory auditor rotation may not be the most efficient way to strengthen auditor independence and improve audit quality, thus

auditor rotation is not required. As an alternative, Eide Bailly LLP has changed audit partners and managers assigned to the City's engagement over the years, allowing for a fresh perspective. The audit partner Eide Bailly LLP proposed to work on the City's audit has been the engagement partner for two years.

The only proposal with a five-year fee proposal lower than that of Eide Bailly was CliftonLarsonAllen LLP. The evaluation team agreed that the experience Eide Bailly has auditing Iowa municipalities that receive the GFOA Certificate of Achievement for Excellence in Financial Reporting far exceeds that of CliftonLarsonAllen.

ALTERNATIVES:

1. Award a contract to Eide Bailly LLP, Dubuque, IA, to professionally audit the City's financial statements for the fiscal year ending June 30, 2018, with the option of auditing the financial statements for each of the four subsequent fiscal years.
2. Direct staff to award a contract with another firm that submitted a proposal for auditing services.
3. Reject all proposals and refer back to staff.

MANAGER'S RECOMMENDED ACTION:

City staff performed a thorough evaluation of qualified accounting firms to provide professional auditing services for the City. Eide Bailly LLP is highly qualified in auditing comparable cities in Iowa and has proposed a favorable proposal. The City has been satisfied with the performance of Eide Bailly LLP and believes it will continue to perform to meet the standards of the City.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, thereby awarding a contract with Eide Bailly LLP, Dubuque, IA, to professionally audit the City's financial statements for the fiscal year ending June 30, 2018, with the option of auditing the financial statements for each of the four subsequent fiscal years.

COUNCIL ACTION FORM

SUBJECT: APPROVAL OF FY 2018/19 ASSET CONTRACTS

BACKGROUND:

During its February 2018 budget approval process, the City Council approved a total of \$1,423,497 in ASSET allocations for the 2018/19 fiscal year. Contracts have been mailed to the City-funded ASSET agencies and returned to the City. These are now presented for City Council approval.

	<u>Current</u>	<u>Allocation</u>	<u>Increase</u>
	<u>FY 2017/18</u>	<u>FY 2018/19</u>	
ACCESS	\$ 94,874	\$100,761	\$ 5,887
ACPC	91,200	97,768	6,568
All Aboard For Kids	--	1,700	1,700
American Red Cross	9,800	9,800	0
ARC	7,700	10,260	2,560
Boys & Girls Club	105,820	111,111	5,291
Camp Fire USA	7,060	7,284	224
Center for Creative Justice	57,460	58,293	833
ChildServe	21,000	21,000	0
Emergency Residence Project	80,500	88,964	8,464
Eyerly Ball	10,000	--	-10,000
Good Neighbor	17,250	21,077	3,827
Heartland Senior Services	176,483	185,735	9,252
HIRTA	41,000	41,000	0
Legal Aid Society	95,400	96,970	1,570
Lutheran Services in Iowa	10,700	10,700	0
MGMC Home Health Services	30,000	31,114	1,114
MICA	99,456	114,982	15,526
NAMI	6,500	7,000	500
Raising Readers	17,410	22,789	5,379
RSVP	29,760	30,325	565
The Salvation Army	43,638	47,277	3,639
Univ. Community Childcare	58,530	60,649	2,119
Volunteer Center of Story County	9,790	11,174	1,384
Youth and Shelter Services	<u>234,380</u>	<u>235,764</u>	<u>1,384</u>
	\$ 1,355,711	\$ 1,423,497	\$ 67,786

ALTERNATIVES:

1. Approve the ASSET agency contracts for FY 2018/19
2. Do not approve the ASSET agency contracts

MANAGER'S RECOMMENDED ACTION:

The City Council has allocated funds for human services activities through the ASSET hearing process and the approval of the City's FY 2018/19 budget. The ASSET-funded organizations have signed and returned their contracts for services.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, thereby approving the ASSET agency contracts for FY 2018/19.

COUNCIL ACTION FORM

SUBJECT: APPROVAL OF FY 2017/18 AND FY 2018/19 OUTSIDE FUNDING REQUEST CONTRACTS

BACKGROUND:

During adoption of the FY 2018/19 Budget, the City Council reviewed requests from local organizations. The City Council allocated Local Option Sales Tax funds for these organizations to provide facilities and services to the public. In total, \$188,070 was allocated from the Local Option Sales Tax Fund.

Additionally, the City Council allocated funds in the FY 2017/18 amended Budget from the General Fund for:

- 1) **Hunziker Youth Sports Complex** - \$14,000 to install a fence and gate
- 2) **Campustown Action Association** - \$40,000 to implement a program for cleaning activities in the public spaces of the Campustown area
- 3) **The Ames Foundation** - \$20,000 for I-35 welcome signage

As of the time of this writing, **The Ames Foundation** had not returned its signed contract. Therefore, approval of the contract with this organization will be withheld until a later date.

Contracts with each organization have been signed by organization representatives, returned to City staff, and are now before the City Council for approval. Scopes of services and funding amounts for each organization are listed below:

Ames Historical Society	FY 2018-19	\$42,600
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Funds awarded shall be used to:

1. Present 60 presentations and open houses, to be hosted at the Ames History Center and in locations throughout the community
2. Take the history trailer to 8 community events or elementary school visits
3. Respond to no fewer than 300 research requests
4. Host at least 1,500 public open hours (30 hours per week) at the Ames History Center, with at least 1,500 visitors
5. Catalog at least 1,000 historical Ames collections objects
6. Present 9 new exhibits
7. Collaborate with no fewer than 6 partnering community organizations to conduct special projects, host events, and/or present programs.

Drawdown Schedule:

<u>Task</u>	<u>Date</u>	<u>Amount</u>
Present 15 presentations/open houses; take the history trailer to 2 community events or elementary school visits; Answer 75 research requests; Host 375 public open hours at the Ames History Center; Catalog 250 historical Ames objects; Present 2 new exhibits; Conduct special projects/programs with 2 partnering community organizations	September 2018	\$10,650
Present 15 presentations/open houses; take the history trailer to 2 community events or elementary school visits; Answer 75 research requests; Host 375 public open hours at the Ames History Center; Catalog 250 historical Ames objects; Present 2 new exhibits; Conduct special projects/programs with 1 partnering community organization	December 2018	\$10,650
Present 15 presentations/open houses; take the history trailer to 2 community events or elementary school visits; Answer 75 research requests; Host 375 public open hours at the Ames History Center; Catalog 250 historical Ames objects; Present 2 new exhibits; Conduct special projects/programs with 1 partnering community organization	March 2018	\$10,650
Present 15 presentations/open houses; take	June 2018	\$10,650

Ames International Partner Cities Association		FY 2018-19	\$6,000
<p>Funds provided shall be used to undertake such activities as will foster and promote friendly relations and mutual understanding between the people of Ames, Iowa and people of similar cities of other nations. These activities shall include the hosting of international delegations and the sending of delegation leaders. The Provider shall also act as a coordinating influence among those organizations, groups and individuals desiring to engage in activities furthering those objectives and purposes stated above.</p>			
<p>Drawdown Schedule:</p>			
<u>Task</u>	<u>Date</u>	<u>Amount</u>	
Expenses for hosting youth delegation from Japan	June 2018	\$3,500	
Partial travel expenses for adult delegation trip leader(s)	June 2019	\$2,000	
Materials and Supplies	June 2019	\$500	

Campustown Action Association (Ames Chamber of Commerce)		FY 2018-19	\$30,650
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Provider shall:

1. Initiate the collection of signatures to establish a Self-Supported Municipal Improvement District in Campustown
2. Plan and host Summerfest in Campustown, a fall event, and a new student-centric event
3. Continue community outreach efforts with Healthiest Ames and ISU
4. Promote the Campustown Façade Grant program and application opportunity to eligible property owners in Campustown, including hosting a public meeting for those interested in the program
5. Collect feedback regarding the planned reconstruction of the 100-block of Welch Avenue and communicate that feedback to the City for use in the design of the project
6. Conduct beautification efforts in Campustown, including the installation of vegetation in planters and installation of banners.
7. Serve as a point of contact to communicate to affected property owners and tenants when special events or activities are planned by those other than Provider.

<u>Task</u>	<u>Date</u>	<u>Amount</u>
Collect signatures to implement a SSMID in Campustown	Dec 2018	\$2,000
Plan and host a fall event and student-centric event	Oct 2018	\$11,000
Plan and execute Summerfest in Campustown	Jun 2019	\$8,000
Continue community outreach efforts with Healthiest Ames and ISU	Nov 2018	\$1,000
Promote the Campustown Façade Grant program, including hosting a public informational meeting	Mar 2019	\$1,000
Collect feedback regarding design elements for Welch Avenue reconstruction project	Apr 2019	\$1,000
Conduct beautification efforts	May 2019	\$5,000
Serve as a point of contact for special events	June 2019	\$1,650

Hunziker Youth Sports Complex	FY 2018-19	\$29,650
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Funds awarded shall be used towards the facilities, equipment, and services required to provide youth sports programs for the Ames community. In turn, participants in sports programs will be charged lower participant fees than they would if operating expenses were not subsidized.

<u>Task</u>	<u>Date</u>	<u>Amount</u>
Provide a youth sports program comprising baseball, soccer, and softball	October 2018	\$29,650

Main Street Cultural District	FY 2018-19	\$44,300
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The Provider shall:

- I. Fulfill all program and accreditation requirements to maintain Main Street Iowa and Iowa Great Places designations. Research, identify, and apply for grant funding opportunities, and manage compliance with the requirements of those grants received
- II. Serve as the point of local contact and base of knowledge for downtown revitalization, economic development strategies in the MSCD, Main Street Iowa, and the National Main Street Center.
- III. Facilitate the technical services provided through the Main Street Iowa program.
- IV. Maintain a current Main Street district building and business inventory.
- V. Maintain and share appropriate district statistics per Main Street Iowa accreditation and program requirement processes.
- VI. Serve as the point of contact and base of knowledge for downtown historic preservation efforts, downtown development strategies, and district-wide improvement efforts.
- VII. Initiate district beautification projects, including but not limited to hosting clean up days, purchasing and installing flowers, plants, and mulch, painting and/or varnishing downtown benches, and replacing banners on 50 light poles.
- VIII. Implement strategies to create upper floor housing in the Downtown area.
- IX. Serve as a point of contact for coordinating community events held in the Main Street Cultural District by other entities. Attend special events meetings with the City as needed to represent the interests of the District.
- X. Host a series of community-oriented family summer events to draw outside visitors to the cultural and business center of Ames, Iowa. These events shall include: Art Walk, 4th of July Parade, Snow Magic, and District-wide retail promotions.

In consideration of the foregoing, the City of Ames shall be recognized as an investor in the Main Street Cultural District.

Drawdown Schedule:

<u>Task</u>	<u>Date</u>
Host 4 th of July Parade \$6,800	Jul 2018
Fulfill req'ts to maintain Ames as an MSI community and Iowa Great Place, including seeking and managing grants (part 1) \$6,500	Aug 2018
Maintain a current building and business inventory, district statistics per the requirements of the MSI program, and serve as a point of contact for property owners and the public regarding downtown economic development, historic preservation, public infrastructure improvements, MSI technical services (part 1) \$5,000	Dec 2018
Host Snow Magic \$1,500	Dec 2018
Fulfill req'ts to maintain Ames as an MSI community and Iowa	Feb 2018

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Story County Housing Trust		FY 2018-19	\$34,870
Funds awarded shall be used to:			
1. Provide direct funding to individuals and families who meet income requirements to make repairs to their owner-occupied homes			
2. Provide rental assistance to Story County residents who meet income requirements			
Income requirements established for recipients of the assistance described above will conform to the requirements established as part of the Provider's funding agreement with the Iowa Finance Authority for these programs.			
Drawdown Schedule:			
<u>Task</u>		<u>Date</u>	<u>Amount</u>
Provide for owner-occupied repairs to homes		June 2019	\$19,925
Provide rental assistance to Story County residents		June 2019	\$14,945

Hunziker Youth Sports Complex, Inc.		FY 2017-18	\$14,000
The Provider shall install a fence and gate at the Hunziker Youth Sports Complex. The fence shall be located between the north edge of the playing fields and the north parking lot, and the gate shall be situated to control access from the north parking lot into the north-south driveway. Recognizing that the complex must remain accessible to City staff for maintenance of City water wells located on the property, the Provider shall ensure the City has an electronic device or keycode to operate the gate as needed. The Provider shall ensure that the fence and gate are constructed in accordance with construction codes and standards in effect in the City, including permitting required for development in the flood plain.			

Campustown Action Association (Ames Chamber of Commerce)		FY 2017-18	\$40,000
Provider will develop and implement a program for cleaning activities in the public spaces of the Campustown area. The activities to be included in this program are weekly sidewalk cleaning/litter pick-up, purchase of equipment and materials for volunteer clean-up activities, implementation of a cigarette recycling program, and marketing materials to increase awareness of the Make Campustown Shine program.			

ALTERNATIVES:

1. Approve outside funding contracts with the organizations listed above for FY 2017/18 and FY 2018/19, with the exception of the contract with The Ames Foundation.
2. Modify the authorized amount or scope of services for one or more organizations
3. Do not approve these funding contracts.

MANAGER'S RECOMMENDED ACTION:

Funding for these activities was included in the City's adopted FY 2018/19 and amended FY 2017/18 Budget. These scopes of services have been developed in cooperation with the organizations to ensure that the City's funding is used for the benefit of the public.

~~After review of the FY 2017/18 and FY 2018/19 Outside City Management contracts, the City Council~~

COUNCIL ACTION FORM

SUBJECT: APPROVAL OF 2018/19 COMMISSION ON THE ARTS CONTRACTS

BACKGROUND:

The City Council authorized the Commission on the Arts (COTA) to allocate up to \$163,979 in arts agency funding for FY 2018/19. In February, the City Council received COTA’s recommendations for annual grants totaling \$157,100, with an additional \$6,879 reserved for spring and fall special project grants. The City Council approved these recommendations as part of the FY 2018/19 City Budget.

Contracts have been mailed to arts organizations and returned with signatures, and are now presented for City Council approval.

COTA 2018-19 Annual Grant Recommendations

Organization	Allocation
ACTORS	\$ 18,950
AIOFA	9,700
Ames Chamber Artists	3,770
Ames Children’s Choirs	13,850
Ames Choral Society	3,690
Ames Community Arts Council	10,750
Ames Town & Gown	18,200
Central Iowa Symphony	9,750
Dancercenter Dancer Company Foundation	1,830
Good Company	1,950
KHOI Community Radio	3,000
Kids Co’Motion	3,000
Octagon Center for the Arts	48,100
Story Theater Company	10,560
TOTAL	\$ 157,100
Council Authorized for 2018/19	\$ 163,979
Reserve for Special Project Grants	\$ 6,879

ALTERNATIVES:

1. Approve the COTA Annual Grant contracts as recommended by the Commission on the Arts.
2. Request further information from COTA prior to approving these contracts.

MANAGER'S RECOMMENDED ACTION:

The City Council has allocated funding in the City Budget to fund arts activities, and the Commission on the Arts has received applications and made awards that meet the criteria for COTA funding. Contracts are required to define the scope of services that will be met by each organization receiving funding.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the COTA Annual Grant contracts as recommended by the Commission on the Arts.

ACTORS, INC. (Ames Community Theater) - \$18,950

The Ames Community Theater (ACTORS) produces five shows annually. These shows allow community members to participate in live theater as performers, technicians, musicians, artists, or audience members. ACTORS is staffed by a diverse group of volunteers, ranging from elementary school students to retirees. ACTORS produces comedies, dramas, musicals and children's theater – shows that appeal to all ages and segments of the community. COTA funding will be used to help pay the ongoing expense of maintaining the building and to defray the ongoing cost of running the theater, which keeps the ticketing pricing to a minimum.

Ames International Orchestra Festival Association, Inc. (AIOFA) - \$9,700

The Ames International Orchestra Festival Association (AIOFA) promotes appreciation of symphonic and classical music by presenting high-caliber international orchestras. Its goal is to reach audiences of all ages, to enhance concert attendance with outreach activities, and to increase awareness of the value of live orchestral performance. Audiences become more globally aware through music. COTA funding is used to underwrite artist fees and outreach activities targeted at youth, students and those who might never have attended a classical concert. With the support of COTA, AIOFA are able to keep ticket prices affordable and offer a youth discount.

Ames Chamber Artists - \$3,770

Ames Chamber Artists (ACA) is an auditioned choir of men and women in central Iowa, organized to provide excellent choral performance of many styles of music to varied audiences in Ames and the surrounding area. ACA performs at least two concerts per season and often collaborates with other musicians to expand the types of music they perform, as well as the number of performances they can offer the community. Promoting lifelong choral singing to young people has long been a purpose of ACA, so ACA seeks opportunities to perform with school choirs and children's choirs. COTA funds are an essential factor in allowing ACA to fulfill its mission.

Ames Children's Choirs Association, Inc. (ACC) - \$13,850

Ames Children's Choir (ACC) is open to children who desire to develop their singing skills. The choirs are dedicated to promoting musical excellence among the youth of Central Iowa and providing the Ames Community with quality musical performances and opportunities. It is ACC's goal to make these experiences affordable for all children in the community. COTA funds are used to provide scholarships for singers, commission new works, support music purchases, professional fees and facilities rental. During its 24th season (2018-2019), ACC will have two public performances by all choirs in

December and May. In addition, each of the three choirs will perform individually throughout the year for Ames city events, public schools, churches, assisted living, retirement and low-income residences. Anticipated main events for the 2018-2019 season include: Fall Tour, Good Neighbor Benefit Concert, Chorale School Tour to area schools, Midwest Children's Choir Festival, and the Spring Concert. (Tours are self-funded by singers.)

Ames Choral Society (ACS) - \$3,690

The Ames Choral Society (ACS) benefits Ames by providing a community chorus open to all interested singers in the Ames area. ACS performances include diverse, high-quality secular and sacred choral literature. Members are high school age and older. COTA funding allows the ACS to purchase music for special compositions and to hire additional instrumentalists and solo vocalists. The funds also allow ACS to keep dues affordable and assist with the rising costs of publicity. Now entering its 54th season, ACS presents four programs each season. The December concert features holiday music, the two "cabaret" show performances consist of popular songs and musical theatre pieces, the spring concert has often included a major work for orchestra and the June concert features American music

Ames Community Arts Council (ACAC) - \$10,750

The Ames Community Arts Council (ACAC) was created in 1976 by the Mayor of the City of Ames as an umbrella organization dedicated to celebrating the arts in Ames. The ACAC is a member-based organization and encourages any interested individual or group to join. The ACAC serves local artists, arts and cultural organizations and businesses, and all the citizens of Ames. Its goal is to build community and promote the vibrant art scene in Ames. Many ACAC activities are free of charge. COTA funds allow the ACAC to promote cultural events, recognize excellence through annual Arts Awards, offer small grants for Arts in Education, and provide opportunities for artists to promote their work to the Ames community.

Central Iowa Symphony Association (CIS) - \$9,750

Central Iowa Symphony (CIS), an Ames-based community orchestra, offers superior live symphonic performances for Ames area residents. CIS provides area musicians and audiences with satisfying musical experiences and unique educational and cultural activities. The symphony and its audiences also have long been the beneficiary of the talents of young local artists—including students from the Ames School District and four other central Iowa school districts—who play in the orchestra, perform as soloists, and sing in choral groups. CIS performs concerts in October, December (holiday-themed show), March (Young Artists show), May, and August (admission-free pops concert). Funds from COTA provide CIS with the means to cover annual expenses, including

marketing of concerts, rehearsal and concert hall rent, guest artists, and music and equipment fees. Admission is now free for children and students, and there are also initiatives offering complimentary admission to other community members (parents of Ames School District music students, students in ISU's Osher Lifelong Institute for seniors).

Dancer Dance Company Foundation (DDCF) - \$1,830

Dancer Dance Company Foundation (DDCF) provides volunteer and financial support for the education, development, and advancement of dancers while enriching our community through dance. COTA funding is used for the rental of the Ames High School Auditorium for the Dancer Dance Showcase. This free annual dance performance is marketed to the entire Ames community and features ballet, tap, contemporary, and jazz dance genres. COTA funds help eliminate the ticket-cost barrier that often exists in the fine arts, as patrons are able to attend this premier dance event at no cost. The performance also benefits and supports aspiring Ames dancers by giving them an opportunity to perform and share their talents with the community.

Good Company: A Women's Choral Ensemble, Inc. - \$1,950

Good Company (GC), a women's choral ensemble, was started in 1993 as a way to foster the singing of choral music written for treble voices. GC reaches out to all segments of the Ames community and the surrounding areas through performance. With a membership of more than 30 women, GC holds at least two concerts a year and participates in special musical performances throughout the year to benefit many diverse groups, including the Kiwanis and Good Neighbor. COTA funding supports the general operations of the organization.

KHOI FM - \$3,000

KHOI will enter its sixth year of broadcasting operations during the 2018-2019 cycle. The mission of the station is that of a cultural institution – to build community and promote creativity and arts in Central Iowa through over the air broadcasts, on the web, and with live performances. KHOI is committed to the celebration of diversity of culture, race, and ethnicity by promotion of unity of people in the Ames community and beyond. The 2018-2019 cycle marks KHOI's second request for COTA funding. KHOI intends to utilize COTA funding to continue development of its soundscape program which will crowd source sounds from throughout the Ames community and Central Iowa. The ultimate hope is to utilize the captured soundscapes in the commission of a lyric poem to be created by Iowa talent.

Kids Co 'Motion - \$3,000

Kids Co 'Motion (KCM), founded in 1989, offers workshops and performances to introduce and to train children ages 8-18 in the Ames area in the art of creating and producing dances, specifically modern dance. In July 2018, KCM will offer an intensive three-week performance workshop and production in Ames City Auditorium. KCM is designed to be accessible for all levels of dance experience and develops future leaders and, in addition to acquiring dance skills, participants learn discipline of collaboration. COTA support helps support this annual workshop and performance for the community.

The Octagon Center for the Arts - \$48,100

The Octagon Center for the Arts (Octagon) is a non-profit community arts organization that offers art exhibits and quality educational programs for children and adults. The Octagon also holds special events and has a retail art shop promoting local artisans. COTA support enables the organization to reach 30,000 people a year in some form of art experience and expression.

Story Theater Company - \$10,560

The mission of the Story Theater Company (STC), founded in 2006, is to increase the number of theatrical opportunities for the children of Ames and surrounding communities. In 2018, STC will produce two full-scale productions for ages 9-18; a full-scale "mature" show for participants aged 13-18, and will continue to provide quality educational workshops. In addition, to address growing interest performance opportunities for local youth, STC will be adding a "tween" show, for participants ages 9-13, to the 2018-2019 production schedule. COTA funds help support annual operational expenses, including rehearsal and performance space rentals, supplies, educational workshops, royalties, and performance licenses.

Ames Town and Gown Chamber Music Association - \$18,200

Ames Town and Gown (ATG) Chamber Music Association presents the finest solo musicians and small ensembles to Ames citizens of all ages and demographics. For its 69th season in 2018, ATG will present five concerts to be held in the Ames City Auditorium, Martha-Ellen Tye Recital Hall at Iowa State University, and other venues such as the First United Methodist Church in Ames. ATG continues to seek innovative opportunities for outreach and collaboration within the Ames community, such as master classes in cooperation with the ISU music department, performances for students at local schools, or special "Ask the Artist" performances at the Ames Public Library. COTA funding assures programs of the highest breadth a

COUNCIL ACTION FORM

SUBJECT: REQUEST TO MODIFY FY 2017/18 COTA ANNUAL GRANT CONTRACT FOR THE INDIA CULTURAL ASSOCIATION

BACKGROUND:

The India Cultural Association (ICA) has submitted a request to the City to modify its FY 2017/18 COTA contract. ICA was awarded \$6,542 during COTA's annual grant process to fund a concert by American clarinetist and composer Shankar Tucker and Indian-American vocalist Vidya Vox. The application and contract specifically name these two artists as the individuals who are to perform. On April 9th, COTA received an email from ICA indicating the performers named in the contract had cancelled their contract with ICA to perform in Ames and that they were requesting more fees than what was initially agreed upon.

ICA was able to contract with other artists, sitar player Purbayan Chatterjee and his accompanist, Anubrata Chatterjee, a tabla player. The artists performed in Ames on April 29th. **ICA has requested permission to allow its annual grant funds be applied to these performers.** ICA made a similar request to use its grant for different artists during the 2015/16 fiscal year.

COTA reviewed this request at its May 7th meeting, and is in support of the request. Its recommendation is to allow the revised performance to be paid under ICA's COTA annual grant contract. Approval of this request will not modify ICA's total allocation of \$6,542.

ALTERNATIVES:

1. Approve the request and direct City staff to accept a reimbursement request from India Cultural Association under its FY 2017/18 COTA Annual Grant for the performance of Sitar player Purbayan Chatterjee and his accompanist Anubrata Chatterjee.
2. Do not approve the request

MANAGER'S RECOMMENDED ACTION:

The India Cultural Association provides an opportunity for residents of the Ames community to experience a variety of performances that explore Indian culture. The City has contracted with the organization to provide a music performance under the COTA annual grants process. Since ICA could not meet the increased fees the performers were requesting, their contract was canceled. ICA has since secured other artists who were able to perform. Accepting the request does not change the contract amount.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the request and directing City staff to accept a reimbursement request from India Cultural Association under its FY 2017/18 COTA Annual Grant.

COUNCIL ACTION FORM

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

BACKGROUND:

On May 23, 2017, City Council approved a one-year extension to the lease of the lot located at 209 (known as the Welch Avenue Campustown Lot T) which is owned by Pizza Pit. Welch Lot T contains 29 spaces including ten rented and 19 metered spaces. The City receives revenue from this lot through 1) the leasing of the rental spaces and 2) from the coin revenue from the meters. **The current lease will expire at the end of May 2018.**

Campustown Action Association (CAA) supports keeping the agreement for Welch Lot T because it is used annually for several special events sponsored by CAA. It is also one of the few public parking areas in Campustown.

The annual lease will be **\$15,142.05** and the City pays for 44.9% of the annual property taxes, which is estimated to be **\$8,294.83**. The expense will come from the City's Parking Fund. **The rental and meter fees will be adjusted accordingly when the new rates go into effect July 1, 2018.**

It was previously directed by City Council that the City approve one-year extensions keeping all terms the same until the effect of the parking rate changes in Campustown have been implemented. Staff will revisit continuing this lease agreement after the rate changes have been in effect for this coming year.

ALTERNATIVES:

1. Approve a 1-year lease extension for the Welch Parking Lot T at the rate of \$15,142.05 per year, and for 44.9% of the annual property taxes, with financing from the City's Parking Fund. The lease would expire in May 2019.
2. Do not approve a lease extension.

MANAGER'S RECOMMENDED ACTION:

The leasing of Lot T has led to the public being accustomed to the availability of these spaces. The lot has also been used for several special events during the year. Staff is currently working at City Council's direction to implement significant parking rate changes in the Campustown and Downtown areas. Thus, staff will revisit continuing this lease agreement after the rate changes have been in effect for this coming year.

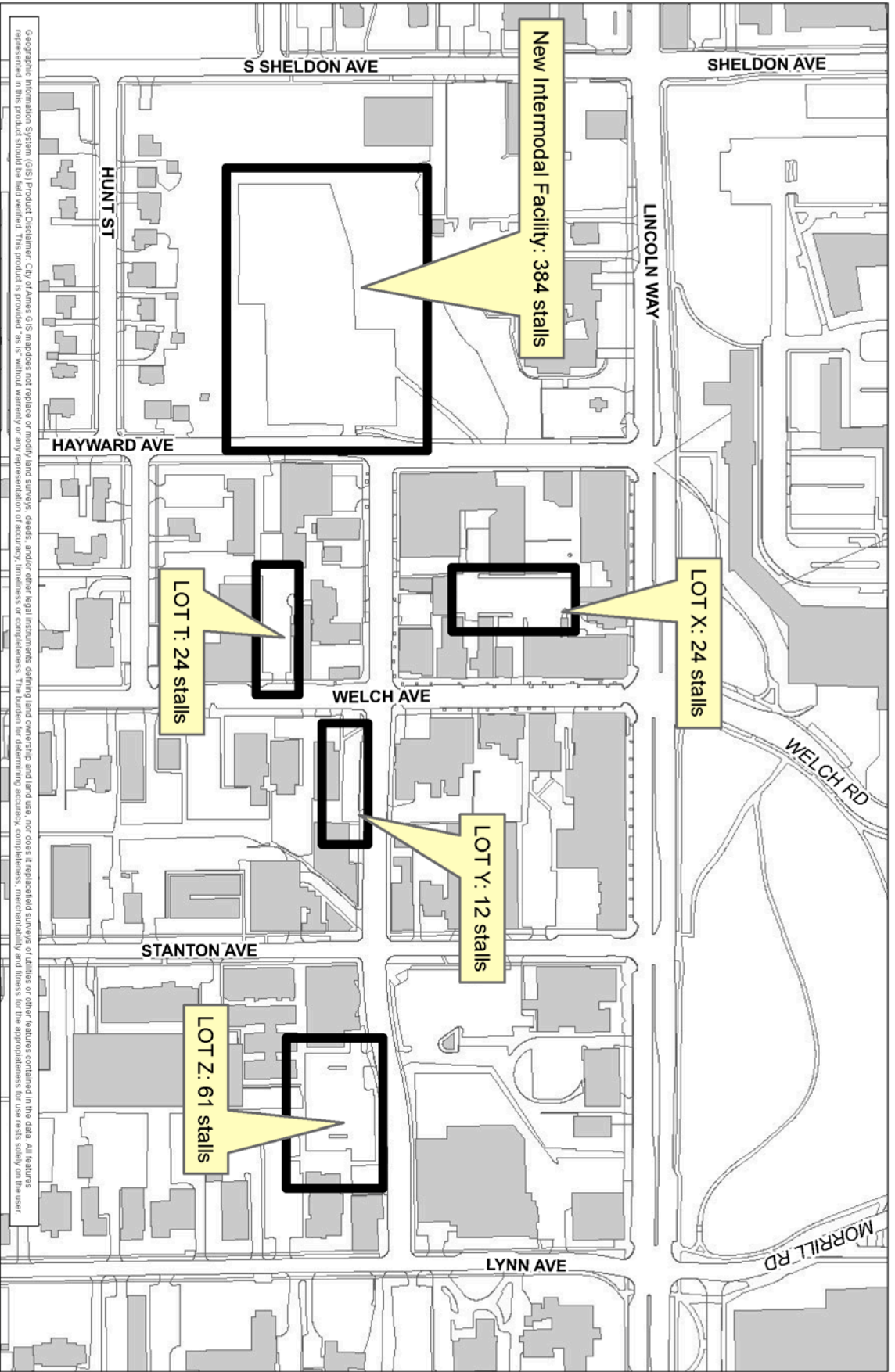
Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.



Campustown City Owned Parking



Scale:
Date Saved: 5/17/2012



COUNCIL ACTION FORM

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

BACKGROUND:

In 2013, the City of Ames and Iowa State University signed an agreement to have ISU Police provide law enforcement services to properties leased by Iowa State University and operated by the Department of Residence. These leases were initiated 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. Iowa State University was responding to growing enrollment by leasing housing units on Stanton Avenue, Maricopa Drive, Walton Drive, Steinbeck Street, Dickinson Avenue, Twain Circle, and Mayfield Drive.

The only units ISU intends to lease for the 2018-2019 academic year are located at 119 Stanton Avenue. All others are being returned to private management on August 1, 2018 and should, therefore, return to Ames Police jurisdiction.

ALTERNATIVES:

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

MANAGER'S RECOMMENDED ACTION:

Iowa State University strives to provide a common experience in the off-campus properties being leased and managed by ISU Department of Residence. ISU previously determined that University police can provide a level and manner of service that is consistent with its on-campus locations.

Because the only property remaining in this arrangement for the next academic year is 119 Stanton Avenue, it is appropriate to return the properties other than 119 Stanton Avenue to Ames Police jurisdiction on August 1, 2018. 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 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: AMEND THE U-STEP AGREEMENT WITH IDOT FOR THE FY 2015/16 TRAFFIC SIGNAL PROGRAM (UNIVERSITY BOULEVARD & HIGHWAY 30 WESTBOUND OFF-RAMP)

BACKGROUND:

On May 24, 2016, staff presented City Council with the report of bids for the 2015/16 Traffic Signal Program (University Boulevard & Highway 30 Westbound Off-Ramp). At that time, Council awarded the project to Iowa Signal (installation is now complete) and also approved a U-STEP funding agreement with Iowa DOT that provided reimbursement from IDOT for half of the project costs.

IDOT has offered this amendment that would allow the City to be additionally reimbursed for design engineering expenses that occurred before the original agreement was executed. It is estimated that this would be in the range of \$7,000 - \$10,000.

ALTERNATIVES:

1. Amend the U-STEP agreement with IDOT for the 2015/16 Traffic Signal Program (University Boulevard & Highway 30 Westbound Off-Ramp)
2. Maintain current agreement without seeking additional reimbursement for engineering

MANAGER'S RECOMMENDED ACTION:

This amendment will allow the City to be reimbursed for half of the design engineering expenses. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.

IOWA DEPARTMENT OF TRANSPORTATION
Addendum to
Agreement No. 1-16-USTEP-009 for
Urban-State Traffic Engineering Program
(U-STEP) Project

County Story

City Ames

Project No. UST-030-5(265)--4A-85

Iowa DOT
Addendum No. 1-16-USTEP-009A

Staff Action No. N/A

This Addendum, is entered into by and between the Iowa Department of Transportation, hereinafter designated the "DOT", and the City of Ames, Iowa, here after designated the "Recipient" in accordance with 761 Iowa Administrative Code Chapter 150 and Iowa Code sections 28E.12 and 306A.7;

The Recipient in joint cooperation with the DOT proposes to make improvements to the westbound U.S. 30 off-ramp at University Boulevard including new traffic signals with pedestrian phasing and coordination with other signals in the corridor within Story County, Iowa; and

The DOT and the Recipient are willing to jointly participate in said project, in the manner hereinafter provided; and

The DOT and the Recipient previously entered into the following agreement(s) for the above referenced project: Agreement 1-16-USTEP-009 executed by the Recipient and the DOT on May 24, 2016 and June 3, 2016 respectively.

Subsequent to the execution of the above referenced Agreement it was determined that eligible costs incurred before the agreement was fully executed would be eligible for reimbursement.

This Addendum reflects the current concept of this project which is subject to modification by the DOT; and

Now, therefore, it is agreed as follows:

1. Eligible costs shall include those incurred prior to the execution of Agreement 1-16-USTP-009.
2. This Addendum is not assignable without the prior written consent of the DOT.
3. In case of dispute concerning the terms of this Addendum, the parties shall submit the matter to arbitration pursuant to Iowa Code Chapter 679A. Either party has the right to submit the matter to arbitration after ten (10) days notice to the other party of their intent to seek arbitration. The written notice must include a precise statement of the disputed question. DOT and the Recipient agree to be bound by the decision of the appointed arbitrator. Neither party may seek any remedy with the state or federal courts absent exhaustion of the provisions of this paragraph for arbitration.
4. All provisions of Agreement No. 1-16-USTEP-009 and any subsequent addendums shall remain in full force and effect except as modified by this Addendum.
5. It is the intent of both (all) parties that no third party beneficiaries be created by this Addendum.

6. If any section, provision, or part of this Addendum shall be found to be invalid or unconstitutional, such finding shall not affect the validity of the Addendum as a whole or any section, provision, or part thereof not found to be invalid or unconstitutional, except to the extent that the original intent of the Addendum cannot be fulfilled.
7. This Addendum may be executed in two counterparts, each of which so executed will be deemed to be an original.
8. This document, as well as the unaffected provisions of previously executed Agreement 1-16-USTEP-009 referenced herein, represents the entire Agreement between the Recipient and DOT regarding USTEP funding for this project. Any subsequent change or modification to the terms of this Addendum will be in the form of a duly executed amendment to this document.

IN WITNESS WHEREOF, each of the parties hereto has executed Addendum No. 1-16-USTEP-009A as of the date shown opposite its signature below.

CITY OF AMES:

By: _____ Date _____, 20____.
Title: Mayor

I, _____, certify that I am the Clerk of the CITY, and that
_____, who signed said Agreement for and on behalf of the
CITY was duly authorized to execute the same on the ____ day of _____, 20____.

Signed: _____.
City Clerk of Ames, Iowa.

IOWA DEPARTMENT OF TRANSPORTATION:

By: _____ Date _____, 20____.
Scott A. Dockstader
District Engineer
District 1

COUNCIL ACTION FORM

SUBJECT: AMENDMENT TO TRANSPORTATION ENHANCEMENTS PROGRAM AGREEMENT WITH IDOT FOR THE 2007/08 SHARED USE PATH SYSTEM EXPANSION (BLOOMINGTON TO ADA HAYDEN)

BACKGROUND:

The City Council approved a Transportation Enhancements Program funding agreement with the Iowa DOT that provided reimbursement from IDOT for 80% of eligible costs up to a maximum of \$250,000. This funding is programmed to be used for the 2007/08 Shared Use Path System Expansion (Bloomington to Ada Hayden).

Throughout project development, additional MPO Transportation Enhancement funds were allocated to the project to increase the maximum reimbursement to \$320,000. This amendment reflects the increased maximum reimbursement.

ALTERNATIVES:

1. Amend the Transportation Enhancements Program agreement with IDOT for the 2007/08 Shared Use Path System Expansion (Bloomington to Ada Hayden)
2. Maintain current agreement without seeking additional reimbursement.

MANAGER'S RECOMMENDED ACTION:

This amendment will allow the City to be reimbursed for additional construction expenses. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.

**ADDENDUM
TO IOWA DEPARTMENT OF TRANSPORTATION
AGREEMENT 14-STPE-113
FOR A FEDERAL-AID PROGRAM PROJECT**

Recipient: City of Ames
Project Number: STP-E-0155(684)--8V-85
Iowa DOT Agreement Number: 14-STPE-113
Addendum Number: 14-STPE-113-A

This is an addendum to the agreement between the City of Ames (hereinafter referred to as the Recipient) and the Iowa Department of Transportation (hereinafter referred to as the Department). Iowa Code Sections 306A.7 and 307.44, provide for the Recipient and the Department to enter into agreements with each other for the purpose of financing transportation improvement projects on streets and highways in Iowa with Federal funds.

Whereas the Recipient and the Department previously entered into Agreement No. 14-STPE-113 for the above referenced project.

Subsequent to the execution of Agreement No. 14-STPE-113 it was determined that additional funds were to be obligated for the above reference project. Previously executed Agreement 14-STPE-113 shall remain in effect except as amended herein.

Now, therefore, it is agreed as follows:

1. The Recipient has received Federal funding through the Transportation Enhancements Program (TE), as described in Sections 1113 and 1122 of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), Public Law 109-59, which are hereinafter referred to as TE funds.
2. Paragraph 4 of Agreement 14-STPE-113 is stricken and replaced with the following:

The Recipient shall receive reimbursement for costs of authorized and approved eligible project activities from TE funds. The portion of the project costs reimbursed with TE funds shall be limited to a maximum of either 80 percent of eligible costs (other than those reimbursed with other Federal funds) or the amount listed (\$320,000) in the Ames Area Metropolitan Planning Organization current Transportation Improvement Program (TIP) and approved in the current Statewide Transportation Improvement Program (STIP), whichever is less. Eligible project activities will be as described in Sections 1113 and 1122 of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU), and determined by the Department to be eligible.

3. This addendum is not assignable without the prior written consent of the Department.

4. If any part of this addendum is found to be void and unenforceable, the remaining provisions of this addendum shall remain in effect.
5. It is the intent of both parties that no third party beneficiaries be created by this addendum.
6. This addendum shall be executed and delivered in two or more copies, each of which so executed and delivered shall be deemed to be an original and shall constitute but one and the same addendum.
7. This addendum, as well as the unaffected provisions of previously executed Agreement No. 14-STPE-113 referenced herein, constitute the entire agreement between the Department and the Recipient concerning this project. Representations made before the signing of this addendum are not binding, and neither party has relied upon conflicting representations in entering into this addendum. Any change or alteration to the terms of this addendum shall be made in the form of a subsequent addendum. The addendum shall become effective only upon written approval of the Department and the Recipient.

IN WITNESS WHEREOF, each of the parties hereto has executed Addendum No. 14-STPE-113-A as of the date shown opposite its signature below.

RECIPIENT: City of Ames

By: _____ Date _____, 20____

Title: Mayor

CERTIFICATION:

I, _____, certify that I am the Clerk of the City, and that
(Name of City Clerk)

_____, who signed said Addendum for and on behalf of
(Name of Mayor/Signer Above)

the City was duly authorized to execute the same by virtue of a formal Resolution duly passed and adopted by the City, on the ____ day of _____, 20_____.

Signed: _____

City Clerk of Ames, Iowa.

IOWA DEPARTMENT OF TRANSPORTATION
Planning, Programming and Modal Division

By: _____ Date _____, 20____

Craig Markley
Director
Office of Systems Planning

COUNCIL ACTION FORM

SUBJECT: 2007/08 SHARED USE PATH SYSTEM EXPANSION (BLOOMINGTON TO ADA HAYDEN)

BACKGROUND:

This program provides for construction of shared use paths on street right-of-way, adjacent to streets and through greenbelts. The Transportation Plan identifies those paths that separate bicycle traffic from higher-speed automobile traffic. **The location for construction of a shared use path with this project is along US Highway 69 right-of-way between Bloomington Road and Calhoun Park.**

Staff has been working with McClure Engineering Company, of Clive, Iowa, on this project. McClure and City staff have completed plans and specifications for this project with a total estimated construction cost of \$357,686. Engineering and construction administration costs are estimated at \$100,000, bringing total estimated costs for this project to \$457,686.

The table below shows the revenues and expenses for this project:

	<u>Revenue</u>	<u>Expenses</u>
Local Option Sales Tax	\$ 177,928	
AAMPO TE Funds (80% of Construction, up to \$320,000)	\$ 286,149	
Construction (Estimated)		\$ 357,686
Engineering and Administration (Estimated)		\$ 100,000
	<hr/> \$ 464,077	<hr/> \$ 457,686

This project is scheduled to have a June 19, 2018, letting, which will be conducted through the Iowa Department of Transportation (DOT). Construction is anticipated to begin as soon as weather allows in the summer/fall of 2018 with project completion to occur in late fall of 2018.

ALTERNATIVES:

1. Approve plans and specifications for the 2007/08 Shared Use Path System Expansion (Bloomington to Ada Hayden) and establish June 19, 2018, as the date of letting and June 26, 2018, as the date for report of bids.
2. Do not approve this project.

MANAGER'S RECOMMENDED ACTION:

Approval of the plans and specifications will continue to keep this project on the Iowa DOT's June 19, 2018 letting schedule. Delay or rejection of these plans and specifications could delay the start of this trail expansion project until 2019.

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

COUNCIL ACTION FORM

**SUBJECT: 2017/18 LOW POINT DRAINAGE IMPROVEMENTS – RIDGETOP ROAD
(130' WEST OF VALLEY VIEW ROAD)**

BACKGROUND:

The Low Point Drainage Improvements program is an annual program for decreasing flooding at low points in the city. This program focused on those residential street locations most in need of the improvements as affected by standing water, flooding and insufficient pipe capacity. The program identifies core locations for improvements each year. **The location for this project is on Ridgetop Road approximately 130 feet west of Valley View Road.**

Staff has completed plans and specifications for this contract with a total estimated construction cost of \$78,656. Engineering and construction administration costs are estimated at \$11,798 bringing the **total estimated cost for the project to \$90,454.**

This Low Point Drainage Improvement is shown in the 2017/18 Capital Improvements Plan with **funding in the amount of \$200,000** in Storm Sewer Utility Funds.

Staff has met several times with the affected property owners to receive input regarding the project design and expectations. The main concern was how the new design will help reduce the risk of flooding in the future. Based on site conditions, the addition of these storm water controls should reduce the risk of flooding to accommodate a 100-year event.

ALTERNATIVES:

1. Approve the plans and specifications for the 2017/18 Low Point Drainage Improvements project and establish June 20, 2018, as the date of letting and June 26, 2018, as the date for report of bids.
2. Do not approve this project.

CITY MANAGER'S RECOMMENDED ACTION:

In September of 2016 some of the homes in the Northridge Parkway 17th Addition were flooded due to a major rain event. Two affected properties at 3515 and 3519 Valley View Road reported 6 inches of water in their basements. The project will include the installation of a 42-inch relief culvert across Ridgetop Road. The project will also include minimizing overflow elevation on the berm of the dry detention pond north of Ridgetop Road. These two solutions should reduce the risk of flooding and help protect residents in the area from future property damage.

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

COUNCIL ACTION FORM

SUBJECT: 2016/17 ARTERIAL STREET PAVEMENT IMPROVEMENTS (WEST LINCOLN WAY-COUNTY LINE ROAD TO WEST CORPORATE LIMITS)

BACKGROUND:

The Arterial Street Pavement Improvements is the annual program that utilizes current repair and reconstruction techniques to improve arterial streets with asphalt or concrete. These pavement improvements are needed to restore structural integrity, serviceability, and rideability. Targeted streets are reaching a point of accelerated deterioration. By improving these streets prior to excessive problems, the service life will be extended.

The location of this project is West Lincoln Way from County Line Road to the West Corporate Limits.

Staff has completed plans and specifications for this contract with a total estimated construction cost of \$189,574. Engineering and construction administration costs are estimated at \$28,436, bringing the **total estimated costs to \$218,010.**

The Arterial Street Pavement Improvements are shown in the 2016/17 Capital Improvement Plan with **\$345,000.00 in G.O. Bond funding.** Staff sent out an informational letter with project details to property owners and residents to receive input on the project timing, staging and design. Comments were received and incorporated into the project design.

ALTERNATIVES:

1. Approve the plans and specifications for the 2016/17 Arterial Street Pavement Improvements project and establish June 20, 2018, as the date of letting and June 26, 2018, as the date for report of bids.
2. Do not approve this project.

MANAGER'S RECOMMENDED ACTION:

The condition of the existing asphalt pavement for this portion of Lincoln Way has deteriorated such that milling off 5.5 inches of existing asphalt and replacing it with 5.5 inches of new hot mix asphalt is necessary to improve the pavement condition for users.

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

COUNCIL ACTION FORM

SUBJECT: 2017/18 S. DUFF AVENUE IMPROVEMENTS

BACKGROUND:

This project involves transportation improvements along S. Duff Avenue (US Highway 69) between the Iowa DNR State Forest Nursery and Ken Maril Road. These improvements will address existing safety issues in the corridor as well as meet the requirements associated with the Contract Rezoning Agreement of Brick Towne Development at 3115, 3119, 3301, 3325, 3409, and 3413 South Duff Avenue. As part of the agreement, the developer is responsible for stormwater management for the site (typical of development in accordance with Municipal Code Chapter 5B) as well as additional detention and conveyance as recommended in the Teagarden Drainage Improvement Report. The City is responsible for transportation improvements through Ken Maril Road. The Iowa DOT is contributing funds to rehabilitate the existing pavement of US Hwy 69 through the project corridor.

Staff has been working with Snyder & Associates, Inc. of Ankeny, Iowa on this project. Snyder and City staff have completed plans and specifications for this project with a total estimated construction cost of \$1,864,681.70. Engineering and construction administration costs are estimated at \$335,000, bringing the **total estimated cost for the project to \$2,199,681.70.**

The table below shows the revenues and expenses for this project:

	<u>Revenue</u>	<u>Expenses</u>
G.O. Bonds	\$ 576,000	
State Grants / Funds	\$ 1,400,000	
17/18 Accessibility Enhancement Program	\$ 125,000	
Unobligated G.O. Bonds	\$ 100,000	
Construction (Estimated)		\$ 1,864,681.70
Engineering and Administration (Estimated)		\$ 335,000.00
	<u>\$ 2,201,000</u>	<u>\$ 2,199,681.70</u>

Staff held a project informational meeting with area property owners, residents, and interested persons to receive input on the project timing and staging and design. The comments received were incorporated into the project design, which included maintaining property access throughout construction, coordinating the project timing with the construction along I35, and paving the existing gravel trail along the State Forest Nursery property.

The staging of this project was coordinated with the Iowa DOT and it was determined that a 30-day closure of S. Duff should be used to achieve the best bid prices and to

accelerate the majority of the construction work. Through traffic will be detoured to I-35 using Highway 30 and County Road 210 south of Huxley. **Provisions were included in the plan so that the full closure will be completed before classes resume and football season begins for ISU. Two-way traffic will be maintained through the construction zone after this full closure stage is complete.**

ALTERNATIVES:

1. Approve the plans and specifications for the 2017/18 S. Duff Avenue Improvements project by establishing June 6, 2018, as the date of letting and June 12, 2018, as the date for report of bids.
2. Do not approve this project.

MANAGER'S RECOMMENDED ACTION:

By approving these plans and specifications, it will be possible to improve the safety of this corridor for our residents.

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

COUNCIL ACTION FORM

SUBJECT: LIQUID SODIUM HYPOCHLORITE PURCHASE FOR WATER TREATMENT PLANT AND POWER PLANT

BACKGROUND:

This contract is for the purchase of liquid sodium hypochlorite, which is used for disinfection in the water treatment process at the City's Water Treatment Plant and for the treatment of cooling tower water at the Power Plant. The FY 2018/19 operating budget of \$620,831 for water treatment chemicals and laboratory supplies includes \$44,943 for sodium hypochlorite. The FY 2018/19 Power Plant operating budget of \$409,000 for water treatment chemicals and lab supplies includes \$35,000 for this product.

Staff solicited bids based on an estimated quantity of 115,000 gallons of product. The following bids were received on April 21, 2018:

Bidder	Price/Gallon	Total Cost
DPC Industries, Inc., Bellevue, NE	\$ 0.94	\$108,100.00
Hawkins Water Treatment Group, Slater, IA	\$ 1.10	\$126,500.00
Rowell Chemical Corp., Hinsdale, IL	\$ 1.10	\$126,500.00
Acco Unlimited Corporation, Johnston, IA	\$ 1.32	\$151,800.00

The lowest bid price reflects a 17% cost increase over the FY 2017/18 price. However, staff expects the combined, actual amounts of chlorine at both facilities to be less than the 115,000 gallon estimate upon which the bids were based.

ALTERNATIVES:

1. Award a contract for the purchase of FY 2018/19 liquid sodium hypochlorite to DPC Industries, Inc. of Bellevue, NE in the amount of \$0.94/gallon for an estimated total cost of \$108,100.
2. Award the contract for the purchase of liquid sodium hypochlorite to one of the other bidders.
3. Reject all bids and attempt to obtain the required services on an as-needed basis.

MANAGER'S RECOMMENDED ACTION:

Liquid sodium hypochlorite is an essential treatment chemical, as it provides the final disinfectant barrier that keeps our drinking water and Power Plant cooling tower water

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

COUNCIL ACTION FORM

SUBJECT: POWER PLANT SCADA SYSTEM DIAMOND SUPPORT SERVICE

BACKGROUND:

Electric Services uses a Supervisory Control and Data Acquisition (SCADA) System to monitor status and to control power flows, electric generation, interconnections to neighboring utilities, distribution, and transmission. Data from the SCADA is also used as the basis for billing energy transactions.

The existing SCADA system was installed in 2000 and had routine software updates in 2002, 2003, 2009 and 2013. In 2008 and 2015 the hardware, operating system, and software were all upgraded. An annual software update was then performed in 2016. The SCADA system was supplied and is supported by Open Systems International, Inc. (OSI) from Medina MN, and the software is based on Microsoft “.NET” technology. Advancements have continued to be made to the software to meet changing industry standards and regulations. The City has historically entered into a support services agreement with OSI to keep pace with those changes and to provide maintenance services at a reasonable price.

OSI provides these services at various levels. **The primary reasons to continue the support service at a Diamond level are for reliability and maintainability. The proposed Diamond Support Plan not only provides 24/7 support for the OSI products and software, but also provides an annual software upgrade.**

Benefits of the proposed customer support plan include the following:

- Support for OSI provided products and software. This includes anything from simple help desk questions to major system issues.
- Access to online training typically two times per month. Cost without a support plan is \$175 per class per person.
- Engineering/Installation costs for an annual software upgrade. This will save approximately \$40,000-60,000 annually.

Staff has looked at downgrading to the Gold Support Plan and found that the annual software upgrade will cost between \$20,000 and \$40,000 more than under the Diamond Support Plan. **Continuing our existing Diamond Support Plan with OSI is the most practical and cost-effective way to meet the new system requirements while gaining more functionality and security. This requires a single-source purchasing arrangement with the current SCADA software supplier, which is why a waiver of the City’s purchasing policy requirement for formal bidding procedures is also needed.**

Staff is requesting that the City Council waive the City's purchasing policies requiring formal competitive bids, and award this contract to Open Systems International, Inc., of Medina, MN in the amount of \$102,513.

The FY 2018/19 operating budget includes \$146,500 for SCADA system services, repairs, and training.

ALTERNATIVES:

1. Waive the City's purchasing policy requirement for formal bidding procedures and award a contract to Open Systems International, Inc., Medina, MN, for the Monarch Diamond Support for SCADA in the amount of \$102,513.
2. Waive the City's purchasing policy requirement for formal bidding procedures and award a contract to Open Systems International, Inc., Medina, MN, for a lower level support plan for SCADA.
3. Discontinue the Support Service completely, and adopt a "pay as you go" approach for SCADA services, training and upgrades.

MANAGER'S RECOMMENDED ACTION:

Regulatory authorities require the Electric Utility to maintain a functional SCADA system. In addition, it is in the City's best interest to maintain the SCADA system with the most up-to-date software, and to do this in a timely and cost-effective manner. The most effective way to maintain the SCADA system is to continue a Diamond Support Plan with our existing SCADA software supplier.

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

COUNCIL ACTION FORM

**SUBJECT: WPC FACILITY BIOSOLIDS DISPOSAL OPERATIONS –
ACCEPTANCE OF SECOND YEAR’S WORK AND AWARD OF THIRD
YEAR OF CONTRACT**

BACKGROUND:

On May 23, 2017, City Council awarded a \$50,400 contract to Nutri-Ject Systems, Inc. of Hudson, Iowa to complete the second year of a contract for biosolids disposal at the Water Pollution Control Facility. The contract is based on a fixed price per gallon, with the final payment amount varying based on the actual quantity of biosolids disposed. The total payment to the contractor for the second year was \$33,979.62. All work on the second year’s contract was completed to the satisfaction of staff and in accordance with the requirements of the contract, and is ready to be accepted by Council.

The contract is renewable annually for up to a total of three years, dependent upon successful performance by the contractor each year. Unit rates for annual renewals are pegged to changes in the Consumer Price Index (CPI) and the Construction Cost Index (CCI). For this renewal period, the price adjustment is 3.5%. **Staff recommends that Council accept completion of the work under the second year’s contract. Staff also recommends award to Nutri-Ject Systems, Inc. for the third year of the agreement in the amount of \$52,025.** This would be the final year covered under bids that were solicited in the spring of 2016. The FY 2018/19 operating budget includes an allocation of \$80,000 for this work.

During the coming year, modifications to the digesters are planned. It may be necessary for the contents of the digester to be removed to allow the work to proceed. Cleaning of the digester is work that is very similar to the biosolids disposal work covered under this contract. If digester cleaning proves to be necessary, staff would likely negotiate a change order to this contract with Nutri-Ject. Approval of the change order would be in accordance with the City’s Purchasing Policies.

ALTERNATIVES:

1. Accept completion of the second year’s contract in the amount of \$33,979.62; and award a contract to Nutri-Ject Systems, Inc. of Hudson Iowa for Year Three of a three-year agreement for biosolids disposal in the amount of \$52,025.
2. Do not accept completion of the second year’s contract and do not award a contract at this time and direct staff to solicit new bids for biosolids disposal.

3. Do not award a contract and direct staff to pursue equipment purchases to allow staff to perform this operation using city resources.

MANAGER'S RECOMMENDED ACTION:

Disposal of biosolids at the WPC Facility is necessary for uninterrupted operation of the facility and continued compliance with the facility's NPDES permit. Nutri-Ject System, Inc. has demonstrated their ability to complete the work under this project by successfully completing prior biosolids hauling work for the City of Ames.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby accepting completion of Year Two in the amount of \$33,979.62 and approving a contract to Nutri-Ject Systems, Inc. of Hudson Iowa for Year Three of a three-year agreement for biosolids disposal in the amount of \$52,025.

COUNCIL ACTION FORM

SUBJECT: AWARD OF CONTRACT FOR POWER PLANT INSTRUMENT AIR COMPRESSOR

BACKGROUND:

This bid is for the purchase of a compressor for the Power Plant. A total of four air compressors supply air for operation and maintenance in the Power Plant. Each generating unit contains one instrument and one service air compressor.

The instrument air compressor for Unit #8 needs to be replaced. This unit is over twenty years old and has experienced maintenance issues threatening reliability. This compressor supplies air that moves the critical damper positioners and control valves in the unit controls. Although there is the capability to use the Unit #7 compressor in the event of a failure of the Unit #8 compressor, this would put a burden on the capacity of the Unit #7 compressor and leave no additional redundancy.

Power Plant staff requested that the manufacturer of the compressor be Atlas Copco, which manufactures other compressors used in the plant. The rotary compressors manufactured by Atlas Copco are superior to reciprocating compressors, the screw drive feature operates better in the plant's dusty environment and this compressor has a proven track record in operating in the Power Plant environment. Specifying this manufacturer also allows the plant to keep inventories of spare parts to a minimum.

The Power Plant has used compressors from other manufacturers in the past, but staff has determined that the best performance has been achieved with Atlas Copco. Additionally, staff stated that the cost of maintaining these units has been very good for the past 20 years and the service provided through Atlas Copco representatives has been exceptional.

On April 26, 2018, bid documents were issued to seven companies. The bid was advertised on the Current Bid Opportunities section of the Purchasing webpage, and was also sent to one plan room. On May 15, 2018, a single bid was received as shown below:

Atlas Copco Compressors, LLC, Omaha, NE	\$50,070
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Staff reviewed the bid and concluded it is acceptable. Staff learned that the primary reason a single bid was received was due to territorial restrictions Atlas Copco places on the distribution of its equipment. The distributor bidding is the only authorized one for this area. Purchasing spoke with Atlas Copco about the bid and learned Iowa is treated as a "direct state" as opposed to a state where

there are multiple distributors. As a result, Atlas Copco indicates the City is receiving factory direct pricing without the distributor mark-up.

The approved FY 2018/19 Electric Production maintenance budget includes \$55,000 for compressors.

ALTERNATIVES:

1. Award a contract to Atlas Copco Compressors, LLC, Omaha, NE, for the instrument air compressor in the amount of \$50,070 (inclusive of Iowa sales tax).
2. Reject all bids and delay the purchase of this air compressor.

MANAGER'S RECOMMENDED ACTION:

The purchase of this compressor ensures reliable efficient operation of equipment for both Unit #7 and #8. Having one of these compressors offline will increase the risk of affecting capacity of the compressor in the other unit which will affect plant operations as a whole. As a result, there is a major risk of incurring significant power cost increases to the Electric Utility. Also, by purchasing a compressor from this manufacturer, staff can maintain uniformity throughout the plant which could result in lower maintenance costs and greater service efficiencies.

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

COUNCIL ACTION FORM

**SUBJECT: CONTINUOUS EMISSIONS MONITORING SYSTEM (CEMS)
REPLACEMENT**

BACKGROUND:

On March 27, 2018, City Council approved preliminary plans and specifications for the Continuous Emissions Monitoring System Replacement. This project is for replacement of the Continuous Emissions Monitoring System (CEMS) and the Continuous Opacity Monitoring System (COMS) used on Units #7 and #8 boilers. Both systems provide continuous relative data for specific emissions required by the State issued operating permit. The current systems are outdated and it is becoming very difficult to find spare parts and maintain reliability as more and more parts become obsolete. A complete system change-out is needed.

Bid documents were issued to twenty-nine companies and three plan rooms. The bid was advertised on the Current Bid Opportunities section of the Purchasing webpage and a Legal Notice was published on the websites of a contractor plan room service with statewide circulation and the Iowa League of Cities.

On May 3, 2018, six bids were received as shown on the attached report.

Staff has evaluated the bids and while the two lowest bidders, C.E.M. Solutions and STI CEMS Services are both well qualified bidders, staff is concerned about awarding a contract to the lowest bidder, C.E.M. Solutions, because of the proposed project schedule included in their bid. The bid specification requires completion of all successful certification tests by December 15, 2018 and C.E.M. Solutions proposes to be testing beyond this date. Completing the job before the end of the year is very important for the City of Ames. At the beginning of 2019 the Power Plant will no longer have service support to ensure correct submission of required emission records to the State. This is a risk that Electric Service would like to minimize. The vendor's proposed schedule is nearly twice as long and the second low bidder. Any unforeseen delays will extend the project in to 2019. Due to this issue, staff has concluded that it would be in the City's best interest to not award the contract to this company.

STI CEMS Services has a favorable proposed schedule that allows for unforeseen delays and still complete the project before December 15, 2018. This bid is roughly \$19,000 higher than the apparent low bidder and contains a schedule half as long as the low bidder. This provides a significant reduction in risk concerns in meeting the December 15 completion date. **City staff has concluded that awarding this contract to the second apparent low bidder STI CEMS Services, LLC, Waldron, AR, in the**

amount of \$448,135.30 is in the best interest of the City. This vendor is not licensed to collect taxes for the State of Iowa. The City of Ames will pay applicable sales tax directly to the State of Iowa.

The Engineer's estimate of the cost of this project is \$560,000. The 2018/19 Capital Improvements Plan includes \$460,000 for the materials and installation for the Continuous Emissions Monitoring System Replacement.

ALTERNATIVES:

1. Award a contract to STI CEMS Services, LLC, Waldron, AR, for the Continuous Emissions Monitoring System Replacement in the amount of \$448,135.30 plus applicable sales taxes to be paid directly by the City of Ames to the State of Iowa.
2. Award the contract for the Continuous Emissions Monitoring System Replacement to one of the other bidders.
3. Reject all bids and delay this project.

CITY MANAGER'S RECOMMENDED ACTION:

This project will allow the Power Plant to replace the current CEMS and COMS. It is crucial to perform this work in a timely fashion in order to maintain compliance with the Steam Electric Plant's operating permit and maintain reliability.

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



ITB 2018-124 CONTINUOUS EMISSIONS MONITORING SYSTEM REPLACEMENT BID SUMMARY

BIDDER:	C.E.M. Solutions, Inc Hernando, FL	STI CEMS Services, LLC Waldron, AR	Cemtek KVB-Enertec Santa Ana, CA	Teledyne Monitor Labs Englewood, CO	SBSMSILLC Dba MSI/Mechanical Systems Sun Prairie, WI	AC Systems Integration, Inc Tulsa, OK
BASE:						
Replace the current continuous emissions monitoring system (CEMS) as specified.	\$423,535.00	\$456,135.30	\$461,679.00	\$479,050.00	\$523,600.00	\$689,005.00
Sales and/or Use taxes included in LS Cost	Not licensed	Not licensed	Not licensed	Not licensed	\$29,634.00	Not licensed
OPTIONS:						
Sales and/or Use taxes included in Cost	No bid	Not licensed	Not licensed	Not licensed	No bid	Not licensed
HVAC adder for pressurization and air exchanges				\$20,700.00		
Credit for acceptance of the 'gently used' thermo mercury freedom system	No bid	-\$8,000.00	To be Determined	No bid	No bid	No bid
Unit price the sample line umbilical	\$42.56	\$46.00	\$51.00	\$45.00	\$19.00	\$31.00
Length of sample line umbilical included in base bid (in feet)	100	230	230	130	240	200
Adder or Deduct to provide 230' of sample line (required length per bid specification)	\$5,532.80	\$0.00	\$0.00	\$4,500.00	-\$190.00	\$930.00
Evaluated Total:	\$429,067.80	\$448,135.30	\$461,679.00	\$504,250.00	\$523,410.00	\$689,935.00



CITY OF
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MEMO

To: Mayor and Members of the City Council

From: City Clerk's Office

Date: May 18, 2018

Subject: Contract and Bond Approval

There is no Council Action Form for Item No. 29. Council approval of the contract and bond for this project is simply fulfilling a *State Code* requirement.

/ds

COUNCIL ACTION FORM

SUBJECT: RENEWAL OF CONTRACT FOR ELECTRIC DISTRIBUTION LINE CLEARANCE PROGRAM

BACKGROUND:

This contract includes nearly all of the requirements for tree trimming services for Electric Services as part of the Line Clearance Program during the 2016/17, 2017/18 and 2018/19 fiscal years. It does not cover large storm-related emergency situations.

Electric Services has divided the community into 11 areas for tree trimming. Over a five-year time period, the tree trimming crew will trim in all 11 areas. Trimming is done to minimize electric system outages caused by trees and tree branches.

On April 26, 2016, City Council awarded a contract to Wright Tree Services, Des Moines, IA, for these tree trimming services. This contract contained the option to renew the contract for two additional one-year periods. **The period from July 1, 2018 through June 30, 2019, is the second renewal period subject to Council approval of funding for the Line Clearance Program.** There is a rate provision under this contract that increases rates at fixed percentages above the previous fiscal year's contracted rates at time of renewal. **The annual rate increase for this contract period is 2% for labor and 2% for equipment. These increases are in accordance with the contract terms initially established.**

The approved operating budget for FY 2018/19 includes \$317,900 for this program.

Services provided under this contract are monitored by Electric Services staff to ensure tree trimming is performed properly and expenditures are in accordance with the approved funding level. Payments will be based on hourly rates, unit prices bid, and actual work performed. Total cost for FY 2017/18 shall be for the not-to-exceed amount of \$317,900.

ALTERNATIVES:

1. Approve the contract renewal with Wright Tree Services, Des Moines, IA, for the Electric Distribution Line Clearance Program for the one-year period from July 1, 2018, through June 30, 2019. Actual payments will be calculated on unit prices bid and actual work performed in an amount not-to-exceed \$317,900 for FY 2018/19.
2. Do not renew the agreement and instruct staff to seek new competitive bids.

MANAGER'S RECOMMENDED ACTION:

An on-going tree trimming program helps mitigate the number of customer interruptions resulting from extreme weather events. Alternative No. 1 establishes a fixed price contract for performance of the required tree trimming services at the best price, obtained via the competitive sealed bid process. It has proven to be very cost-effective to have a company under contract to provide these services.

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

COUNCIL ACTION FORM

SUBJECT: RENEWAL OF CONTRACT FOR ELECTRIC MARKET PARTICIPANT SERVICES SOFTWARE

BACKGROUND:

This action involves renewal of a subscription for market specific software that provides the necessary tools to electronically communicate and conduct transactions with the Midcontinent Independent Transmission System Operator (MISO) Energy Market. This software will assist Electric Services in managing the load (the electrical demand of our customers), the generation from the City's Power Plant, our wind resources, plus the imported power from the MISO market to satisfy customer's electrical consumption. The use of this software will allow staff to make informed decisions on how to engage in the MISO market, and will enable staff to check the accuracy of MISO's very complex billing system. Rather than purchasing the software, the City will lease the product.

On May 23, 2017, City Council awarded a contract to MCG Energy Solutions, LLC., Minneapolis, MN, in the amount of \$123,600 for MISO Market Participant Services for Electric Services.

This contract included the option for the City to renew in one-year increments for up to two additional years. Staff recommends renewing the agreement for FY 2018/19. This is the first of two potential renewals. The price escalator provision under this contract increases the monthly rate by 2.5% above the previous fiscal year's monthly rate at time of renewal. The contract amount for the coming year will be \$126,690. This increase is in accordance with the contract terms initially established.

The approved FY2018/19 operating budget includes \$180,000 for this software and other related support services.

ALTERNATIVES:

1. Approve the contract renewal with MCG Energy Solutions, LLC., Minneapolis, MN, for the MISO Market Participant Services for the one-year period from July 1, 2018, through June 30, 2019, in an amount of \$126,690.
2. Do not renew the agreement and direct staff to seek new competitive proposals.

MANAGER'S RECOMMENDED ACTION:

This contract provides vital MISO Energy Market software service for Electric Services. The renewal of this contract will continue to provide Ames with the benefit of fixed pricing, continuity of integration and service, and reduced administrative burden.

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

COUNCIL ACTION FORM

SUBJECT: CHEMICAL TREATMENT PROGRAM FOR POWER PLANT CONTRACT RENEWAL

BACKGROUND:

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

On May 26, 2015, City Council awarded a contract to ChemTreat, Inc., of Glen Allen, VA, for Chemical Treatment Program for Power Plant for FY 2015/16. The services in this program were to be furnished as requested from July 1, 2015, through June 30, 2016, in an amount not-to-exceed \$125,000. The first year of the contract was much smaller than typical years because the plant was going through fuel conversion and chemical usage was greatly decreased.

This contract included the option for the City to renew in one-year increments for up to four additional years. The contract was renewed in FY 2016/17 in the amount of \$266,000 and again in FY 2017/18 in the amount of \$274,000.

Staff now presents this agreement to the City Council for renewal in FY 2018/19. **This is the third renewal out of four maximum.** Council should note that the FY 2018/19 contract renewal with ChemTreat, Inc. includes unit price increases on the majority of chemicals supplied under this contract, due to increases in raw material prices. There is a 3.8% increase on the chemicals utilized at the boiler and 3.5% increase on the chemicals utilized everywhere else. **It is expected that the overall impact of these increases will result in paying \$7,626.08 more than the previous contract term.** Electric Services staff reviewed the proposed increases and found them to be acceptable based on comparable market prices.

The FY 2018/19 operating budget for Electric Production includes \$282,000 for this contract. **Payments will be calculated on unit prices proposed for chemicals and services actually delivered and accepted by the Power Plant.**

ALTERNATIVES:

1. Approve the contract renewal with ChemTreat, Inc., Glen Allen, VA, for the Chemical Treatment Program for Power Plant in an amount not-to-exceed \$282,000.
2. Do not renew the agreement and instruct staff to seek new competitive proposals.

MANAGER'S RECOMMENDED ACTION:

It is essential that the Power Plant receive chemicals and related treatment services at the lowest possible cost consistent with the quality required to maintain Power Plant operations. It is also important to lock in prices and accountability with key contractors. ChemTreat has provided the City with excellent service this past year.

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

COUNCIL ACTION FORM

SUBJECT: RELOCATION OF 161 KV TRANSMISSION LINE FROM AMES PLANT TO NE ANKENY FOR IOWA D.O.T. - CONTRACT COMPLETION

BACKGROUND

The Iowa Department of Transportation is carrying out two highway improvement projects along Interstate 35 at the Highway 30 interchange and in the vicinity of the Skunk River. These two projects required the relocation of a portion of the new Ames 161kV transmission line. **All costs associated with this relocation project will be covered by the Iowa Department of Transportation.**

On September 13, 2016, City Council awarded a contract to Hooper Corporation, Madison, WI, for this project in the amount of \$995,032.43. **Council should note that the actual project cost total is \$950,032.43, which is less than the total contract amount by \$45,000.** This is due to unused construction allowance funds built into the contract.

The Engineer's estimate for both projects was \$870,000. All engineering and construction expenses for both relocation projects will be reimbursed by IDOT. At the time the FY 2015/16 Capital Improvements Plan was approved, \$800,000 was included for engineering and construction for only one project, Skunk River, entitled the "161 kV Line Relocation" project. Since that time, the IDOT requested that a second section of line, the I-35/Hwy 30 relocation segment, also be relocated.

While no funds were budgeted for the I-35/Hwy 30 relocation segment, the IDOT staff had committed to reimburse the City for both projects. **The City budget has been amended to accommodate the addition of the second location.** To date, the DOT has reimbursed the City for all expenses billed to them, totaling \$931,360. The City plans to send one final bill, of roughly \$155,000, to DOT shortly.

All of the requirements of the contract have been met by Hooper Corporation, and the Engineer has provided a certificate of completion.

ALTERNATIVES:

- 1) Accept completion of the contract with Hooper Corporation, Madison, WI, for the Ames Plant to NE Ankeny 161 kV Transmission Line Iowa DOT Relocation at a total cost of \$950,032.43.
- 2) Delay acceptance of this contract.

MANAGER'S RECOMMENDED ACTION:

The contractor for this project has completed all of the work specified under the contract, and the Engineer has issued a certificate of completion on the work.

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

COUNCIL ACTION FORM

SUBJECT: PLAT OF SURVEY FOR 322, 330, 334, 404 and 408 SOUTH FOURTH STREET

BACKGROUND:

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

This plat of survey is for a proposed consolidation of five existing platted lots for property owner Classic Holdings, LLC. (See *Attachment A - Location Map*). The proposed "Parcel G" includes Lots 2, 3, 4, 5 and 6 of Clarks Subdivision Outlot A addressed as 322, 330, 334, 404 and 408 South Fourth Street with a total of 55,112 square feet (1.27 acres). All five lots are currently vacant having formerly contained single family homes until recently demolished. All five existing lots are currently zoned as South Lincoln Mixed-Use District (S-SMD). The proposed parcel is planned to contain an 18-unit apartment building currently under review by the Planning Department.

Boundary line adjustments do not trigger additional infrastructure improvements, unless partial infrastructure improvements exist and are required to be extend across a property. The proposed parcel meets the requirements of having infrastructure in place to serve the proposed development, as outlined in the Subdivision Code, and does not necessitate further extension of public infrastructure. An existing electrical easement on the proposed parcel is being abandoned to allow for the construction of the new building. A replacement easement will be provided as part of the development.

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

ALTERNATIVES:

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

CITY MANAGER'S RECOMMENDED ACTION:

Staff has determined that the proposed plat of survey satisfies all Code requirements for the consolidation of properties at 322, 330, 334, 404 and 408 South Fourth Street for the boundary line adjustment for the existing lots and has made a preliminary decision of approval. Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1, thereby adopting the resolution approving the proposed plat of survey.

ADDENDUM
PLAT OF SURVEY FOR 322, 330, 334, 404 AND 408 SOUTH FOURTH 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:

Owners: Classic Holdings LLC

Existing Street Addresses: 322, 330, 334, 404 and 408 South Fourth Street

Assessor's Parcel #: 0911175320, 0911175330, 0911175340, 0911175350
0911175360

New Legal Description: See attached Plat of Survey – Parcel 'G'

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- Current Conditions



PLAT OF SURVEY EXHIBIT

RECEIVED

APR 10 2018

CITY OF AMES, IOWA
DEPT. OF PLANNING & HOUSING

AREA ABOVE RESERVED FOR RECORDER

INDEX LEGEND

SURVEYOR'S NAME / RETURN TO:
ERIN D. GRIFFIN
SNYDER & ASSOCIATES, INC.
2727 SW SNYDER BOULEVARD
AMENY, IOWA 50023
515-964-2020
www.snyder-associates.com

SERVICE PROVIDED BY:
SNYDER & ASSOCIATES, INC.

SURVEY LOCATED:
LOTS 2 THROUGH 6
CLARK'S SUBDIVISION
OF OUTLOT A IN LOT 2 OF
SE1/4 NW1/4 SEC. 11-83-24
REQUESTED BY:
CLASSIC HOLDINGS, LLC.

LEGEND

Survey	Found	Set
Section Corner	▲	△
1/2" Rebar, Yellow Plastic Cap #19710	●	○
ROW, Rail	+	
Calculated Point	P	
Measured Bearing & Distance	M	
Recorded As	R	
Deed Distance	D	
Calculated Distance	C	
Centerline	---	
Section Line	---	
1/4 1/4 Section Line	---	
Easement Line	---	

PARCEL G DESCRIPTION

LOTS 2-6 OF CLARK'S SUBDIVISION OF OUTLOT A IN LOT 2 OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 IN SECTION 11, TOWNSHIP 83 NORTH, RANGE 24 WEST OF THE 5TH P.M., CITY OF AMES, STORY COUNTY, IOWA, AND CONTAINING 1.27 ACRES (55,112 S.F.).

OWNER

CLASSIC HOLDINGS, LLC
1910 SW PLAZA SHOPS LANE
AMENY, IOWA 50023

INTENT

THE INTENT OF THE SURVEY IS TO COMBINE
LOTS 2-6 INTO ONE TAX PARCEL.

DATE OF SURVEY

APRIL 5, 2018

I hereby certify that this land surveying work was performed by me or under my direct supervision and that I am a duly licensed professional land surveyor under the laws of the State of Iowa.

Erin D. Griffin, PLS
Date
License Number 19710
My License Renewal Date is December 31, 2019
Pages or Sheets covered by this map:
Sheet 1 of 1



SNYDER & ASSOCIATES, INC.
2727 SW SNYDER BLVD.
AMENY, IOWA 50023
515-964-2020 | www.snyder-associates.com

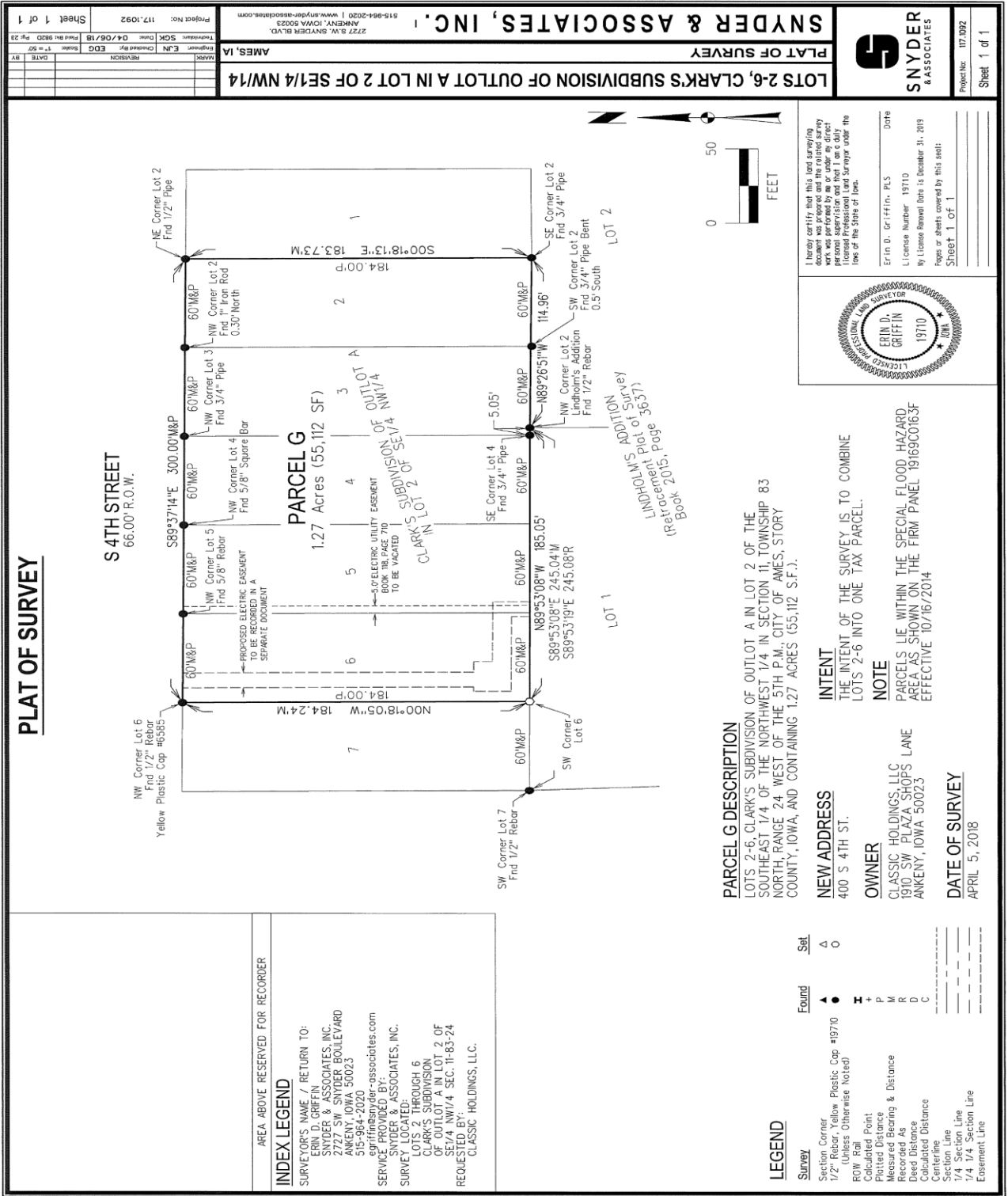
PLAT OF SURVEY EXHIBIT
LOTS 2-6, CLARK'S SUBDIVISION OF OUTLOT A IN LOT 2 OF SE1/4 NW1/4 AMES, IA

Project No: 117.1092
Sheet 1 of 1

Revision: _____
Scale: 1" = 50'
Date: _____
Drawn By: EDG
Checked By: SSK
Title: 04/06/18
Printed: 08/27/18 Pg 23



Attachment B- Proposed Final Plat



DATE	BY	REVISION

Project No: 117.1092
 Sheet 1 of 1
 2727 SW SNYDER BLVD
 ANKENY, IOWA 50023
 515-964-2020 | www.snyder-associates.com

SNYDER & ASSOCIATES, INC.

PLAT OF SURVEY

LOTS 2-6, CLARK'S SUBDIVISION OF OUTLOT A IN LOT 2 OF SE 1/4 NW 1/4

AMES, IA

SNYDER & ASSOCIATES
INC.

Project No: 117.1092
 Sheet 1 of 1

PARCEL G DESCRIPTION
 LOTS 2-6, CLARK'S SUBDIVISION OF OUTLOT A IN LOT 2 OF THE SOUTHEAST 1/4 OF THE NORTHWEST 1/4 IN SECTION 11, TOWNSHIP 83 NORTH, RANGE 24 WEST OF THE 5TH P.M., CITY OF AMES, STORY COUNTY, IOWA, AND CONTAINING 1.27 ACRES (55,112 S.F.).

NEW ADDRESS
 400 S 4TH ST.

OWNER
 CLASSIC HOLDINGS, LLC
 1910 SW PLAZA SHOPS LANE
 ANKENY, IOWA 50023

DATE OF SURVEY
 APRIL 5, 2018

INTENT
 THE INTENT OF THE SURVEY IS TO COMBINE LOTS 2-6 INTO ONE TAX PARCEL.

NOTE
 PARCELS LIE WITHIN THE SPECIAL FLOOD HAZARD AREAS SHOWN ON THE FIRM PANEL 19169C0163F EFFECTIVE 10/16/2014

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

ERIN D. GRIFFIN
 19710
 LICENSED PROFESSIONAL LAND SURVEYOR

Erin D. Griffin, PLS
 License Number: 19710
 My License Renewal Date is December 31, 2019
 Pages or sheets covered by this sheet:
 SHEET 1 OF 1

DATE	BY	REVISION

Staff Report

Rental Concentration Exception Options

May 22, 2018

BACKGROUND:

The City of Ames is in the process of adopting an ordinance that restricts the concentration of single-family home rental properties within specified areas. The draft ordinance sets a cap for 25% of properties registered as rental properties. If a neighborhood exceeds this threshold, then no new rental registrations could be approved. City Council has authorized temporary exceptions to the 25% cap to allow for Transitional Letters of Compliance for rental of property for up to two years. Additionally, owner occupied homes with up to one roomer are also exempt from the cap. The proposed third reading of the Concentration Cap ordinance is a separate item on this same agenda.

City Council received a staff report regarding examples of rental concentration limitations at the February 20th and March 20th workshops. Additional examples of other City's rental concentration ordinances were provided to the City Council at the April 10th meeting. At this meeting and at the recent May 8th City Council meeting, there was discussion of whether a permanent exception from the cap should be allowed. **Council decided to engage in a discussion of this topic immediately rather than wait until September 2018 as originally planned.**

If an option for a permanent exception is pursued, the City Council must first identify what is considered a hardship. The hardship could include individuals with immediate circumstances related to the sale of their property or it could include people that may have issues selling their property in the future. When considering a hardship related to the sale of property it will likely come down to considering how to evaluate return on investment and resale expectations in a specific neighborhood. **Due to the permanent exception of a hardship finding, the threshold of approval should be a high bar to maintain the integrity of the concentration cap.** In some ways this would be similar to evaluating the financial feasibility in conjunction with a demolition request in the University Impact Overlay or a use variance that has a hardship standard.

Based upon experience with variances and the fraternity/sorority demolition permit requests, staff drafted a process for a permanent exception as part of the April 10th staff report. The approach outlined by staff was designed to address the variability in the real estate market, long term property ownership, the seasonality of sales and time on the market for a home, the unique condition/repairs needed for a home, and a prerequisite

of abutting other rental properties. This original option is described as Option 1 below. Staff also has outlined two additional approaches as well for less restrictive time periods to apply for a hardship or to delay implementation of the cap restriction for current property owners.

OPTION 1: TWO YEAR SALE PROCESS WITH PERQUISITE OF ABUTTING REGISTERED RENTAL PROPERTY

This option was first described as part of the April 10th staff report. Staff believes the delay in applying for a hardship exception is essential for ensuring the intent of the cap is met on maintaining ownership housing opportunities. Without a time on market standard, there would be no way to know the viability of the sale of the home for ownership purposes.

The standards in this approach also are designed to overlap with the option of a Transitional Letter of Compliance that allows for the renting of the property for up to two years if someone is unable to sell their home. This option also includes a prerequisite for abutting other rental properties. The proximity standard reflects earlier concerns expressed in April for hardships about selling property when properties are surrounded by other rental properties.

Qualification Prerequisites:

1. Evidence of offering/advertising the property for sale for a minimum a period of 24 months with disclosure of offers received for purchase of the property that have been rejected.
2. Evidence of the original purchase price, date of purchase, and current mortgage balance.
3. Current appraised value of the dwelling with comparable sales.
4. A home inspection report describing the condition of the property.
5. Rental Housing Code pre-inspection and cost estimate for compliance with the Rental Housing code.
6. Property must have been in ownership by the current property owner for a minimum of five years.
7. Prerequisite that the property has abutting registered dwelling units on a minimum of three sides (*Need direction on whether across the street counts as abutting, originally proposed without including across the street*)

Decision Making Criteria (By City Council)

- A. Determination that the preponderance of properties along the same block face are existing registered rental properties, not just the abutting properties.

- B. Sale of the property for an owner occupied home is not financially feasible when considering the condition of the home and market value. Deferred maintenance and actions of the property owner that diminished the value of the property are not presentable evidence in support of financial infeasibility.
- C. Sale of the property for an owner occupied home would deprive the owner of the property of reasonable use of, or economic return on, the property within the intent of the Rental Concentration Cap to preserve homeownership opportunities in a neighborhood.

OPTION 2: NINE-MONTH SALE PROCESS AND NO ABUTTING RENTAL PROPERTY PERQUISITE

This option is the same as Option 1 with the exception of the amount of time the property needs to be for sale and whether the property abuts other rentals. The real estate market is highly seasonal and a short time of an on the market standard would not account for normal ebb and flow in market demand. Nine months would be longer than typical expectations for the sale of single-family home, but not to the degree as proposed with the 2-year process described above that assumes someone would rent home in the intervening period of time.

To provide some context to the nine months, the median days on the market for Ames was recently reported by the Central Iowa Board of Realtor statistics as 69 days in 2018 compared to 55 days in 2017 for the same time period. Days on the market is real estate industry term calculated commonly through the Multiple Listing Service (MLS). Staff also notes these numbers vary throughout the year and are subject to proprietary information through MLS and real estate listing agents. Due to permanency of the exception, a threshold greater than the market median and addressed that seasonality would be appropriate.

Qualification Prerequisites:

1. Evidence of offering/advertising the property for sale for a minimum a period of nine months with disclosure of offers received for purchase of the property that have been rejected.
2. Evidence of the original purchase price, date of purchase, and current mortgage balance.
3. Current appraised value of the dwelling with comparable sales.
4. A home inspection report describing the condition of the property.
5. Rental Housing Code pre-inspection and cost estimate for compliance with the Rental Housing code.
6. Property must have been in ownership by the current property owner for a minimum of five years.

7. No prerequisite of abutting existing rental properties.

Decision Making Criteria (By City Council)

- A. Sale of the property for an owner occupied home is not financially feasible when considering the condition of the home and market value. Deferred maintenance and actions of the property owner that diminished the value of the property are not presentable evidence in support of financial infeasibility.
- B. Sale of the property for an owner occupied home would deprive the owner of the property of reasonable use of, or economic return on, the property within the intent of the Rental Concentration Cap to preserve homeownership opportunities in a neighborhood.

OPTION 3: DEFER CAP REQUIREMENT FOR 6 MONTHS FOR CURRENT PROPERTY OWNERS.

This option does not consider proving a hardship, but would allow a current property owner to register the property and receive a Letter of Compliance within the next six months. This option would essentially defer the 25% cap restriction for a limited time to allow for existing property owners that think it is financially advantageous to invest in registering a property and receiving a Letter of Compliance to do so.

This approach would provide be a one-time exception process for current owners and would not allow a new property owner that is buying into a neighborhood the option to register the property as a rental property. **If the property owner does not complete the Letter of Compliance within the 6-month timeframe, they would not be eligible for the exception.** City Council could also apply the minimum ownership standard of five years that is included in the previous two options.

Qualification Prerequisites: (By City Staff)

1. Administrative review for registering a rental property.
2. Property owners of record on May 22, 2018 may register a property within a Rental Concentration Cap neighborhood as a rental property prior to September 1, 2018.
3. The property registration within a Rental Cap neighborhood allows for six months to obtain a Letter of Compliance from the time of the initial inspection for the Letter of Compliance. (This requires all necessary improvements to be completed by March 1, 2019)

4. If a property owner has not obtained a Letter of Compliance within six months, the property registration shall expire and may not be renewed or reapplied for under this exception.

STAFF COMMENTS:

With any exception to a rental cap there is a question of maintaining the integrity of the neighborhood and the rationale for having a cap in the first place with an exception allowance. Many individuals presented concerns over the past nine months about the impacts on the quality of life caused by high levels of single-family rental properties due to the transitory nature of residents, higher levels of activity from an increased number of occupants, character and alterations of rental property compared to owner occupied homes, and impacts on availability of affordable ownership opportunities for homes near campus. At the same time, other property owners expressed concern about the potential effect on their property values if they choose to sell in the future or to rent the home as an investment property.

The issue of rental concentration limitations is not unlike other issues of neighborhood integrity addressed by prior City Councils with Hospital/Medical area expansion, Single-family Conservation Overlay District north of Downtown, and the University Impact Area standards. Exceptions or variances in these areas have a high bar of approval due to the permanency of the decision. The approach for the rental cap exception should be similar.

City Council has been presented with three options to address concerns about hardships while attempting to support the intent of a rental cap. If there is a desire to pursue this strategy, the City Council will need to provide direction on one of the three options described above or give direction on the following specific issues so that staff can draft an alternative option.

1. One-time exception process for 2018 or hardship process for future
2. Proximity to current rental property as a prerequisite
3. Approval authority (City Council or other)
4. Criteria for approval, quantitative or qualitative

If the City Council can agree on an approach to an exception policy option, a draft ordinance reflecting the preferred hardship process will be brought for review to the June 12th meeting.

Staff believes that with direction to draft hardship standards the City Council could proceed with adopting the Concentration Cap ordinance on third reading, approving specific neighborhoods for the cap, and allow the moratorium to expire. The benefit of this approach is that the extension of the moratorium, which is a broader area than proposed for the concentration limits, will no longer

be needed as the Concentration Cap ordinance would address the concerns included with the moratorium. Any new hardship standards reviewed on June 12th would then be an amendment to the Concentration Cap ordinance after it is adopted.

Al Warren
3121 Maplewood Road
Ames IA 50014

May 17, 2018

Dear Mayor and Council,

I would like a hardship appeal to finish two bedroom and have them counted for occupancy at the house I own at 2334 Storm St. This house was built in 2016. I tore down an old falling apart, abandoned house and built a 4,200 square foot house in its place. The basement area is 2,130 square foot and has 9-foot ceilings. This house was designed to have two bedrooms in the basement with large egress windows in place. A large finished bathroom is already in use. To complete these bedrooms, we just need to add one wall to each and frame in a closet, (not required by Ames City Code).

However, we didn't finish these two bedrooms in 2016 because the City Code did not allow 5 unrelated people to occupy a house. I knew if these bedrooms were finished they would be occupied. I gave Council Member Gloria Betcher a tour of the house and told her that if the law changed we would finish these two bedrooms. Council Member Betcher commented it was a very nice house and fit in the neighborhood well.

Then in 2017, the Iowa Legislature changed the rules on how the code could be applied to occupancy. There were various meetings dealing with the number of people in a house. It ranged from the current number of 3 with different restrictions to no firm top number of people.

Last Fall when the City Council took up the issue, I was looking for direction on how many people could occupy a house. Instead, with each meeting it got more confusing. Many different proposals were presented; one per bedroom plus one roomer, one per bedroom up to four plus one roomer, SCAN proposed only 3 unrelated people plus parking. Then it was five unrelated people plus parking. I was wanting and needing direction from the City; do I add one bedroom or two because I have off street parking for 5 cars? During this time a moratorium was put in place not allowing any additional bedrooms. So, I am caught in the middle wanting to go by City Code, (which still isn't final) and being able to add and count my bedrooms. The City

Council needed to give direction before freezing everything. I was trying to follow code and be respectful of the neighborhood which I have owned property in for 40 years.

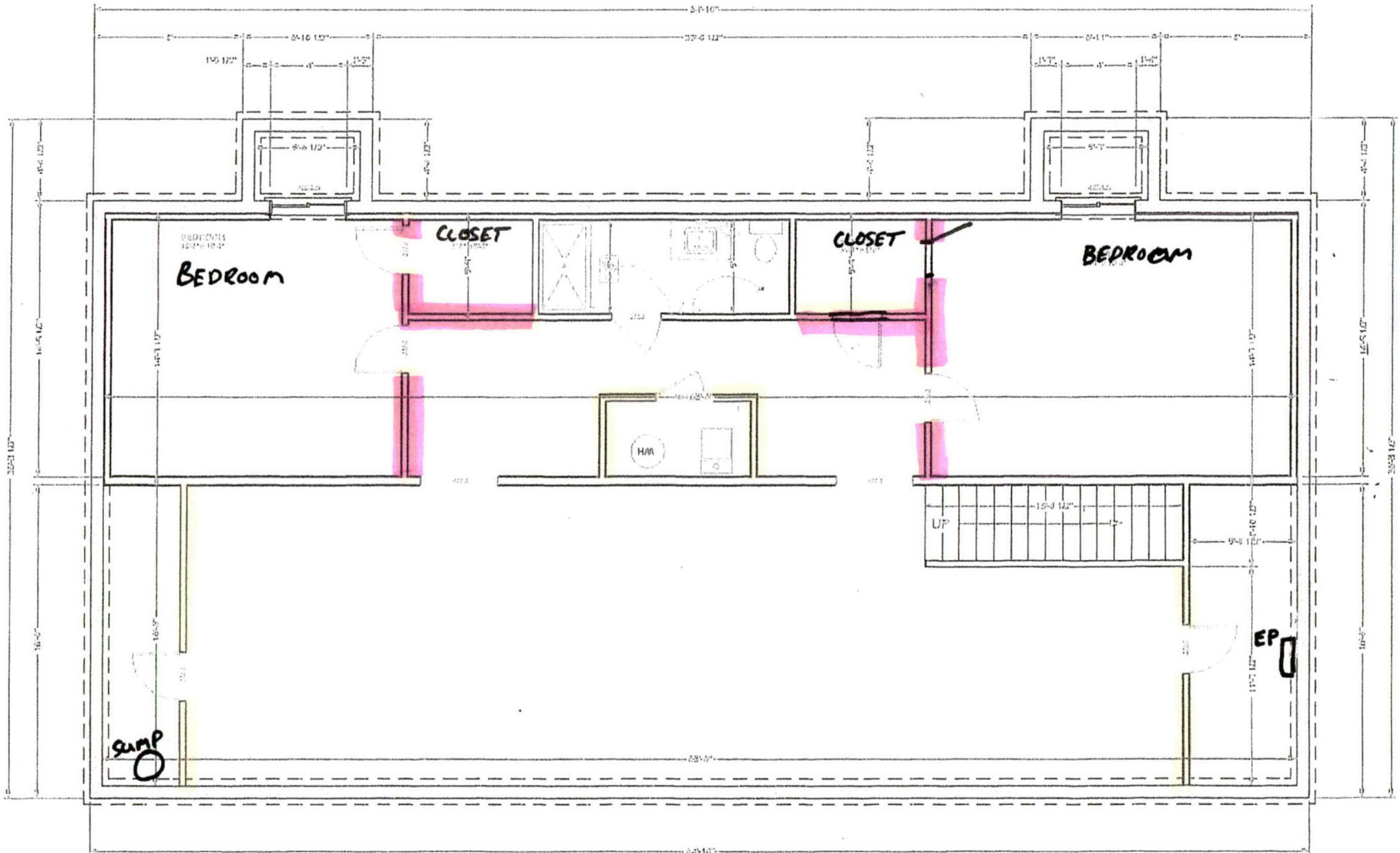
A house two doors East of mine was built at the same time with 6 bedrooms and rented as such. They had the extra and filled them against code. They are currently legal for 5 and 2334 Storm is legal for 3.

I am requesting that I be allowed to add the two bedrooms and have them be counted given that the City gave no clear direction on the code and how it would be applied.

Respectfully,

A handwritten signature in blue ink that reads "Al Warren". The signature is written in a cursive, flowing style.

Al Warren



LIVING AREA
2130 sq ft

2130 sq ft

BASEMENT AREA

2334 STORM STREET

- NEW WALLS
- 9' CEILINGS

ORDINANCE NO.

AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY ENACTING A NEW SECTION 13.201 RENTAL CONCENTRATION CAP, 13.300 (9) AND AMENDING SECTION 13.301(10) TRANSITIONAL LETTER OF COMPLIANCE THEREOF, FOR THE PURPOSE OF POTENTIAL NEIGHBORHOODS FOR RENTAL CONCENTRATION CAP REPEALING ANY AND ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT TO THE EXTENT OF SUCH CONFLICT; PROVIDING A PENALTY; AND ESTABLISHING AN EFFECTIVE DATE.

BE IT ENACTED, by the City Council for the City of Ames, Iowa, that:

Section One. The Municipal Code of the City of Ames, Iowa shall be and the same is hereby amended by enacting a new Section 13.201, 13.300(9) and amending 13.301(10) as follows:

“Sec. 13.201. TERMS DEFINED

...

RENTAL CONCENTRATION CAP NEIGHBORHOODS: Certain neighborhoods as designated by a Resolution adopted by the City Council, which are subject to the limitation on the number of rental properties established in Section 13.300(9).

...

Sec. 13.300. GENERAL

...

(9) Limitation on number of rental properties in certain neighborhoods.

For each neighborhood established as a Rental Concentration Cap Neighborhood, the number of rental dwellings allowed shall be no more than 25% of the dwellings in each neighborhood. In each neighborhood, only properties zoned R-L or UCRM will be used in calculating the percentage of rental dwellings to other dwellings in the neighborhood. No new rental registration applications will be accepted or approved in a neighborhood if the neighborhood has 25% or more registered rental dwellings or the application for a new rental registration would cause the ratio of rental dwelling to other dwellings to exceed 25%.

Rental dwellings in a Rental Concentration Cap Neighborhood with a rental registration or Letter of Compliance in place as of the date of establishment of a Rental Concentration Cap Neighborhood will be allowed to remain as registered rental properties and may renew their Letters of Compliance even if the number of rental dwellings is above the 25% cap. Additionally, the owner of a duplex that has obtained a Letter of Compliance on one legally established unit of a duplex may register and obtain a Letter of Compliance on the other legally established unit of the duplex, regardless of whether the 25% cap is exceeded in the neighborhood. If a registered rental dwelling ceases to operate as a licensed rental dwelling, the owner cannot subsequently register the dwelling if the registration would cause the ratio of rental dwellings to other dwellings to exceed 25%. Transitional Letters of Compliance may be issued regardless of the 25% cap.

...

Sec. 13.301 LETTER OF COMPLIANCE (LOC)

...

(10) Transitional Letter of Compliance.

...

A Transitional Letter of Compliance (LOC) shall be in effect for a maximum of one year and is renewable for a period of time not to exceed one additional year. Each property is eligible for only one Transitional LOC renewal per property ownership. No new Transitional LOC will be issued until one year has elapsed between Transitional LOCs. If a property is acquired by a new owner, the new owner is eligible for Transitional LOC without regard to the prior owner having obtained a Transitional LOC.”

(Ord. No. 4067, 05-24-11)

Section Two. Violation of the provisions of this ordinance shall constitute a municipal infraction punishable as set out by law.

Section Three. All ordinances, or parts of ordinances, in conflict herewith are hereby repealed to the extent of such conflict, if any.

Section Four. 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

John A. Haila, Mayor

RESOLUTION NO. 18-

**RESOLUTION SETTING BOUNDARIES OF
“RENTAL CONCENTRATION CAP NEIGHBORHOODS”
FOR THE CITY OF AMES**

WHEREAS, the Ames City Council has adopted Ordinance 4354, which amends the Rental Housing Code, Chapter 13 of the *Ames Municipal Code*, by establishing a maximum number of rental dwellings in certain neighborhoods; and,

WHEREAS, Ordinance 4354 defines “Rental Concentration Cap Neighborhoods” in *Municipal Code* Section 13.201 by stating that such Neighborhoods will be set by Resolution of the City Council; and,

WHEREAS, the Council determined to include as “Rental Concentration Cap Neighborhoods” the neighborhoods commonly known as: Edwards, Oak-Wood-Forest, College Creek/Old Ames Middle School, Westside, SCAN-North, Colonial Village, and Oak-Riverside; and,

WHEREAS, the map attached to this Resolution designates the boundaries of the “Rental Concentration Cap Neighborhoods.”

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ames, Iowa, that establishment of the “Rental Concentration Cap Neighborhoods,” under *Ames Municipal Code* Section 13.201, the Neighborhoods referenced above and delineated on the attached map, is hereby approved.

ADOPTED this 22nd day of May, 2018.

Diane R. Voss, City Clerk

John A. Haila, Mayor

Introduced by:

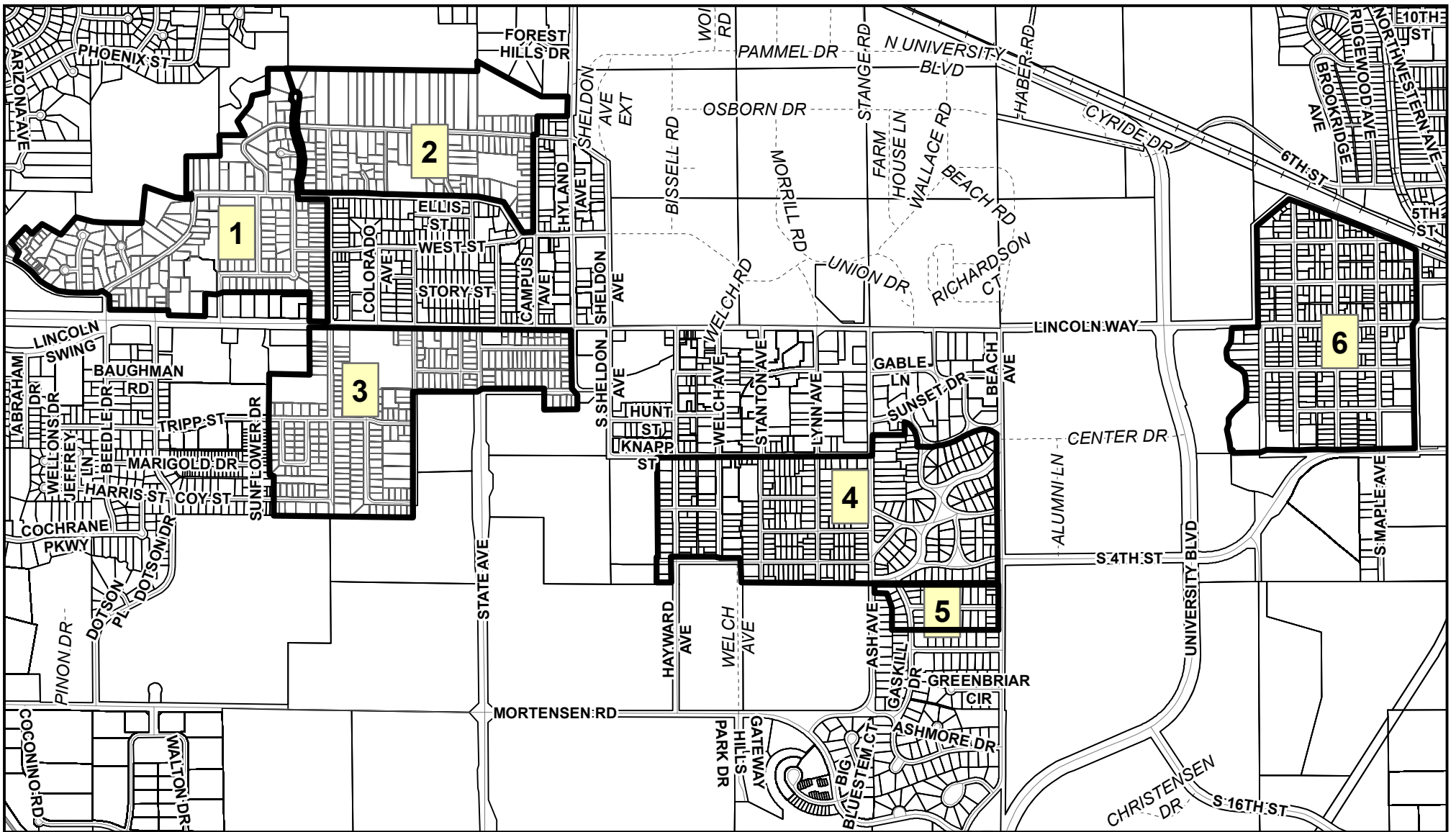
Seconded by:

Voting aye:

Voting nay:

Absent:

Resolution declared adopted and signed by the Mayor this 22nd day of May, 2018.



Rental Concentration Cap Neighborhoods

- | | |
|---|--|
| <input type="checkbox"/> 1. Edwards | <input type="checkbox"/> 5. Colonial Village |
| <input type="checkbox"/> 2. Oak-Wood-Forest | <input type="checkbox"/> 6. Oak-Riverside |
| <input type="checkbox"/> 3. CCOAMS | |
| <input type="checkbox"/> 4. SCAN - North | |

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY REPEALING SECTION 13.303(5) AND ENACTING A NEW SECTION 13.303(5) THEREOF, FOR THE PURPOSE OF EXTENDING THE EFFECTIVE DATE OF A TEMPORARY MORATORIUM ON ISSUING RENTAL LETTERS OF COMPLIANCE; REPEALING ANY AND ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT TO THE EXTENT OF SUCH CONFLICT; PROVIDING A PENALTY; AND ESTABLISHING AN EFFECTIVE DATE.

BE IT ENACTED, by the City Council for the City of Ames, Iowa, that:

Section One. The Municipal Code of the City of Ames, Iowa shall be and the same is hereby amended by repealing Section 13.303(5) and enacting a new Section 13.303(5) as follows:

“13.303. TEMPORARY MORATORIUM ON ISSUANCE OF RENTAL LETTERS OF COMPLIANCE.

...

(5) The moratorium is effective until July 31, 2018 at which point this section shall become null, void and of no future effect.”

Section Two. Violation of the provisions of this ordinance shall constitute a municipal infraction punishable as set out by law.

Section Three. All ordinances, or parts of ordinances, in conflict herewith are hereby repealed to the extent of such conflict, if any.

Section Four. 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

John A. Haila, Mayor

COUNCIL ACTION FORM

SUBJECT: Proposed Ordinance to Allow Signage in Residentially-Zoned Private Parks

BACKGROUND:

At the regular meeting of the Ames City Council on Tuesday, April 24, 2018, City Council referred an item directing staff to initiate a text amendment to Chapter 21 of the Municipal Code. This referral was the result of a letter (Attachment A) sent to the Mayor and Council on April 9, 2018 from Donna Scherr, President of the Somerset Property Owners' Association, requesting that signage be allowed on the privately owned parks within Somerset.

Chapter 21 of the Ames Municipal Code regulates signage within the City of Ames. The allowance for signs in residential zones is very limited. As shown below, Section 21.121 prohibits signage in residential zones with twelve exceptions. Staff recommends the addition of subsection (13) in bold below:

Sec. 21.121 On Premises Signage

For all signs subject to the sign regulations, in agricultural, commercial and industrial zoning districts in the City of Ames except in the S-HM District, there may be three (3) square feet of signage for each foot of street frontage. Signs in the Planned Zoning districts are as permitted on the approved site plan. Where any side of a building abuts on an alley, only painted on wall signs shall be permitted on the side abutting the alley. Such sign shall be calculated as part of total permissible signage. For all signs subject to the sign regulations in residential zoning districts in the City of Ames, only the following signs are permitted:

- (1) Real estate signs not exceeding six (6) square feet in area, which advertise the sale, rental, or lease of the premises upon which said signs are located only.*
- (2) Signs, including bulletin boards, which are not over sixteen (16) square feet in area for public, educational, charitable, fraternal or religious institutions, **or privately owned parks**, when such signs are located on the premises of such institution.*
- (3) Signs denoting only the name and profession/business of an occupant in a commercial building, public institutional building, or dwelling house and not exceeding two (2) square feet in area.*
- (4) Single sign denoting the architect, engineer or contractor when placed upon work under construction and not exceeding thirty-two (32) square feet in area.*
- (5) Memorial signs or tables, names of buildings, and date of erection when cut into any masonry surface or when constructed of bronze or other noncombustible materials.*
- (6) Publicly owned street name signs, traffic control signs, legal notices, railroad crossing signs, danger and temporary warning or emergency signs; and emblems, names, logos, and symbols on motor vehicles and equipment being used for purposes other than the display of signs or advertising devices.*
- (7) Public service signs which give only direction "in and out" or signs which provide only information about directing people to ancillary facilities such as parking, entrance, etc.*

- (8) *Temporary or portable sign.*
- (9) *Subdivision Development Signs. One subdivision development sign may be permitted per preliminary plat or Conceptual Development Plan for subdivisions of 2 acres or more in area. This sign shall not exceed 96 sq. ft. in area and 12 ft. in height. It shall be located in the subdivision it identifies and no closer than 25 ft. from any property line, no closer than 100' from any pre-existing residence and only on lots abutting collector or arterial streets. The sign shall be the sole use of the property on which it is located. The sign shall identify the name of the subdivision exactly as it is set out on the preliminary plat or conceptual development plan approved by the City and may include the names of the subdivision developers, a map of the area covered by the subdivision and a description of amenities in it. The sign shall not be installed until utility construction has begun in the subdivision and the sign shall be removed once building permits have been issued for 50% of the lots in the subdivision.*
- (10) *Residential Subdivision Entrance Signs. The regulations described in this section apply to subdivision entrance signs in residential subdivisions. The location, number, size, height, materials, maintenance, and message regulations for subdivision identification signs are as follows:*
- a. *Signs located on private property shall be no closer to the traveled part of a street than the right-of-way line. Signs shall not be allowed in the street visibility triangle, as such is described by Section 29.408(5).*
 - b. *It shall be unlawful to erect a subdivision entrance sign on public property, and the Council shall grant no encroachment permits for such signs.*
 - c. *Subdivision entrance signs shall not be permitted off-premise.*
 - d. *Two signs shall be permitted at each subdivision entrance. Double-faced signs shall be counted as two signs.*
 - e. *The size of the message area (subdivision name and address) of the sign shall not exceed 20 square feet. The size of the sign structure in comparison to the size of the message area shall not exceed a ratio of 7 to 1, unless approved as part of a Planned Unit Development.*
 - f. *Signs shall not exceed six (6) feet in height.*
 - g. *Materials used in the construction of subdivision entrance signs shall be low maintenance materials and may include: metal, wood, brick, stone and concrete.*
 - h. *Maintenance of signs, illumination devices, and landscaping shall be the responsibility of the property owner. Signs which, by reason of deterioration, may become unsafe or unsightly shall be repaired or removed by the property owner upon written notice of the City. Signs which by reason of deterioration become unsafe or unsightly may be removed by the City upon written notice of the City.*
 - i. *The message on a subdivision entrance sign shall include only the name and address of the subdivision.*
 - j. *Signs may be illuminated internally or by reflected light subject to the following:*
 - i. *The light source shall not be directly visible and shall be arranged to reflect away from adjoining premises;*
 - ii. *The light source shall not be placed so to cause confusion or hazard to traffic, or to conflict with traffic control signs or lights.*
 - iii. *No illumination involving movement, by reason of the lighting arrangement, the lighting source, or other devices shall be permitted. This includes blinking, flashing, rotating, and message changing; and*
 - iv. *The Property Owner's Association shall be responsible for the costs associated with providing electricity to the light source.*

- k. *Landscaping shall be incorporated at the base of each subdivision entrance sign which enhances the site and the surrounding area. Plant materials shall not obstruct the visibility of moving vehicles or interfere with the maintenance of adjacent public property. Approval of a landscape plan for each residential subdivision entrance sign by the Director of Planning and Housing is required.*

(11) Multiple-Family Development Entrance Signs. The regulations described in this section apply to entrance signs in multiple-family residential developments. Multiple-family developments include apartments with 13 or more dwelling units and group living facilities with 13 or more sleeping rooms. The location, number, size, height, materials, maintenance, and message regulations for multiple-family development entrances signs are as follows:

- a. *Signs located on private property shall be no closer to the traveled part of a street than the right-of-way line. Signs shall not be allowed in the street visibility triangle, as such is described by Section 29.408(5).*
- b. *It shall be unlawful to erect a multiple-family residential entrance sign on public property, and the Council shall grant no encroachment permits for such signs.*
- c. *Multiple-family development entrance signs shall not be permitted off-premise.*
- d. *One sign shall be permitted per driveway entrance from a public street.*
- e. *The size of the message area (development name and address) of the sign shall not exceed 20 square feet.*
- f. *Signs shall not exceed six (6) feet in height.*
- g. *Materials used in the construction of multiple-family development entrance signs shall be low maintenance materials and may include: metal, wood, brick, stone and concrete.*
- h. *Maintenance of signs, illumination devices, and landscaping shall be the responsibility of the property owner. Signs which, by reason of deterioration, may become unsafe or unsightly shall be repaired or removed by the property owner upon written notice of the City. Signs which by reason of deterioration become unsafe or unsightly may be removed by the City upon written notice of the City.*
- i. *The message on a multiple-family development entrance sign shall include only the name and address of the development.*
- j. *Signs may be illuminated internally or by reflected light subject to the following:*
 - i. *The light source shall not be directly visible and shall be arranged to reflect away from adjoining premises;*
 - ii. *The light source shall not be placed so to cause confusion or hazard to traffic, or to conflict with traffic control signs or lights.*
 - iii. *No illumination involving movement, by reason of the lighting arrangement, the lighting source, or other devices shall be permitted. This includes blinking, flashing, rotating, and message changing; and*
 - iv. *The Property Owner's Association shall be responsible for the costs associated with providing electricity to the light source.*
- k. *Landscaping shall be incorporated at the base of each subdivision entrance sign which enhances the site and the surrounding area. Plant materials shall not obstruct the visibility of moving vehicles or interfere with the maintenance of adjacent public property. Approval of a landscape plan for each residential subdivision entrance sign by the Director of Planning and Housing is required.*

(12) Commercial Signage for Mixed-Use Developments. The regulations described in this section apply to signs used to advertise commercial tenant spaces on residentially zoned properties.

- a. *Ground Signs:*

- i. *The number of ground signs shall not exceed one, excluding any permitted residential subdivision entrance signs or multiple-family development entrance signs.*
 - ii. *The maximum height of a ground sign is twelve (12) feet, including the sign structure.*
 - iii. *The maximum square footage of a monument sign is 64 square feet, not including the sign structure.*
- b. *Wall Signs:*
- i. *The maximum square footage of a wall sign is thirty-two (32) square feet.*
 - ii. *The number of wall-mounted signs shall not exceed two (2) signs per tenant space, including lettering on awnings and windows.*
 - iii. *Wall signs are prohibited above the first floor of the building.*
- c. *Prohibited signs include:*
- i. *Off-premise signage; and*
 - ii. *Electronic message signs.*
- d. *Signs may be illuminated internally or by reflected light subject to the following:*
- i. *The light source shall not be directly visible and shall be arranged to reflect away from adjoining premises;*
 - ii. *The light source shall not be placed so as to cause confusion or hazard to traffic, or to conflict with traffic control signs or lights; and*
 - iii. *No illumination involving movement, by reason of the lighting arrangement, the lighting source, or other devices shall be permitted. This includes, but shall not be limited to, blinking, flashing, rotating, and message changing.*

The proposed text is intended to help identify park areas that are not currently allowed signage. Adding the language **'or privately owned parks'** to Section 21.121(2) keeps the restrictions consistent with similar signs on church, charitable, school, and fraternal properties.

ALTERNATIVES:

The following options are available to the City Council:

- 1.) Approve on first reading the addition of **'or privately owned parks'** to Sec. 21.121(2) allowing signs, not exceeding 16 square feet, to be erected on privately owned parks.
- 2.) Request Staff draft alternative language that would allow signage in privately owned parks.
- 3.) Deny on first reading the addition of **'or privately owned parks'** to Sec. 21.121(2). This would prohibit the erection of signage in privately owner parks.

MANAGER'S RECOMMENDATION

The City Manager recommends approving Alternative 1, allowing signs not exceeding 16 square feet to be erected on privately owned parks. The proposed language is consistent with comparable signs and would allow private parks to identify themselves. Landmark identification, such as a park sign, is beneficial to our citizens as it increases their ability to be located during an emergency.

ORDINANCE NO.

AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY REPEALING SUBSECTION 21.121(2) AND ENACTING A NEW SUBSECTION 21.121(2) THEREOF, FOR THE PURPOSE OF ALLOWING PARK SIGNS ON PRIVATE PARKS IN RESIDENTIAL NEIGHBORHOODS REPEALING ANY AND ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT TO THE EXTENT OF SUCH CONFLICT; PROVIDING A PENALTY; AND ESTABLISHING AN EFFECTIVE DATE.

BE IT ENACTED, by the City Council for the City of Ames, Iowa, that:

Section One. The Municipal Code of the City of Ames, Iowa shall be and the same is hereby amended by repealing Subsection 21.121(2) and enacting a new Subsection 21.121(2) as follows:

“Sec. 21.121. ON PREMISES SIGNAGE.

...

(2) Signs, including bulletin boards, which are not over sixteen (16) square feet in area for public, educational, charitable, fraternal or religious institutions, or privately-owned parks, when such signs are located on the premises of such institution..”

Section Two. Violation of the provisions of this ordinance shall constitute a municipal infraction punishable as set out by law.

Section Three. All ordinances, or parts of ordinances, in conflict herewith are hereby repealed to the extent of such conflict, if any.

Section Four. 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

John A. Haila, Mayor



*Caring People
Quality Programs
Exceptional Service*

ITEM NO. 37

TO: Mayor and Ames City Council

FROM: Kelly Diekmann, Planning and Housing Director

DATE: May 18, 2018

SUBJECT: Downtown Gateway Commercial Zoning Changes 2nd Reading

The City Council reviewed a draft ordinance on May 8th and provided direction to staff to modify the ordinance prior to the 2nd reading scheduled for May 22nd. City Council directed changes to allow for up to 10% of the dwelling units in a building to have four bedrooms. Table 29.1004 (2) includes the proposed change. In addition, a parking standard of 3 parking spaces per 4 bedroom unit was also added. Tables 29.1004(4)-1 and 29.1004(4)-2 include this change.

Staff also proposes one additional change to the allowed use category for Rail Line Utility Corridor. Based upon the proposed rezoning boundary existing rail and utility corridors would be bisected by the zoning. Staff proposes to continue to allow the use as Special Use Permit per current zoning requirements. This change is shown within Table 29.1004(2).

ORDINANCE NO.

AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY ENACTING NEW SECTIONS 29.1004 THEREOF, FOR THE PURPOSE OF DOWNTOWN GATEWAY COMMERCIAL ZONING; REPEALING ANY AND ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT TO THE EXTENT OF SUCH CONFLICT; PROVIDING A PENALTY; AND ESTABLISHING AN EFFECTIVE DATE.

BE IT ENACTED, by the City Council for the City of Ames, Iowa, that:

Section One. The Municipal Code of the City of Ames, Iowa shall be and the same is hereby amended by enacting new Sections 29.1004 as follows:

Sec. 29.1004 "DGC" DOWNTOWN GATEWAY COMMERCIAL

The Downtown Gateway Commercial Zoning District (DGC) is established to implement the vision and objectives of the Lincoln Way Corridor Plan and more specifically for the Downtown Gateway Focus Area.

The City of Ames finds that implementation of the DGC will facilitate redevelopment of the area consistent with the objectives of the Lincoln Way Corridor Plan and create new commercial retail, entertainment, and office uses that are a compliment to the Downtown area north of the Gateway Area. The Gateway Area is a commercial redevelopment area intended to promote an enhanced streetscape, commercial uses complimentary to the broader Downtown area with retail, entertainment, and employment, and in some situations the addition of mixed use residential development.

It is the purpose of the provisions of this Zoning District to promote public health, safety, and general welfare and define development procedures for obtaining the objectives of the Lincoln Corridor Plan with redevelopment of property within the District.

1. Development Process

Development or redevelopment of site is required to conform to this Chapter and the procedures of Article XV. The approval process within the District has been modified to address site size and the types of uses permitted on each site. A Building Design Conformity finding is required with all Site Development Plans, in addition to the criteria of 29.1502.

Major Site Development Plan review is required for mixed-use development. Mixed-use residential development requires a Major Site Development Plan to ensure the primary purpose of commercial development is accomplished in conjunction with the addition of housing. The Major Site Development Plan grants additionally flexibility for the configuration of a site and for the arrangement of uses. No Major Site Development Plan for Mixed-use development shall be approved that does not specify appropriate commercial tenant space sizes, orientation, and total square footage in a project. An appropriate mix of commercial and residential development will be evaluated on case-by-case basis to ensure a mixed-use project fulfills the redevelopment goals of the Lincoln Way Corridor Plan for commercial first redevelopment that incorporates community commercial uses and uses that are complimentary to Downtown.

(a) Standard Site

A standard site is defined as any site that that is less than one acre in net lot area or as a site that exceeds one acre in net lot area that does not include Household Living Mixed Use. A standard site may be developed or redeveloped consistent with the zone development standards. A standard site review process consists of approval of a Zoning/Building Permit, Minor Site Development Plan or Special Use Permit, as applicable to the principle use and scope of the development or redevelopment project. A standard site may be approved for a plat of survey or subdivision consistent with the standard lot zone development standards.

(b) Redevelopment Intensification Site

A Redevelopment Intensification Site is an optional designation requested by a property owner for a site that meets either of the following two thresholds:

- i. 100 feet of Kellogg Avenue street frontage, or
- ii. A minimum net lot area of one (1) acre and 100 feet of street frontage.

A Redevelopment Intensification Site designation allows for approval of Household Living Mixed Use development in addition to the other allowed uses of the zoning district. A Redevelopment Intensification Site is subject to a Major Site Development Plan approval and allowing for additional design flexibility.

2. Use Regulations. The uses permitted in this District are set forth in Table 29.1004(2) below.

Table 29.1004(2)
Downtown Gateway Commercial Uses

USE CATEGORY	STATUS	APPROVAL REQUIRED	APPROVAL AUTHORITY
RESIDENTIAL USES			
Group Living	N	--	--
Household Living, Mixed Use Development	Y, on sites greater than one acre in combination with non-residential use. Dwelling units shall be configured as studio, one, or two bedroom dwelling units for a minimum of 75% of the total dwelling units within a building. No more than 10% of the total units may be four bedroom units. No dwelling unit shall consist of five bedrooms or more within any building.	SDP MAJOR	CITY COUNCIL
Short-term Lodging (stand alone or mixed use)	Y	SDP MAJOR	STAFF
OFFICE USES			
	Y	SDP MINOR	STAFF
TRADE USES			
Drive-Through Facility, trade use	Y*(separation standards)	SDP Major	CITY COUNCIL
Retail Sales and Services - General	Y	SDP MINOR	STAFF
Retail Trade - Automotive, etc.	N	--	--
Entertainment, Restaurant and Recreation Trade	Y	SDP MINOR	STAFF
Catering Establishments	N	--	--
Lodge or Social Club	N	--	--
Wholesale Trade	N	--	--
INDUSTRIAL USES			
Industrial Service	N	--	--
Small Production Facility	Y standalone, if Mixed Use Development SDP Major	SP/ SDP MAJOR	ZBA/ CITY COUNCIL
Warehouse, Mini-storage	N	--	--
INSTITUTIONAL USES			
Colleges and Universities	N	--	--
Community Facilities	Y	SDP MINOR	STAFF
Social Service Providers	N	--	--
Medical Centers	N	--	--
Parks and Open Areas	Y	SDP MINOR	STAFF
Religious Institutions	N	--	--
Schools	N	--	--
Funeral Homes	Y	SP	ZBA
TRANSPORTATION, COMMUNICATIONS AND UTILITY USES			
Passenger Terminals	N	--	--
Basic Utilities	Y	SDP MAJOR	CITY COUNCIL
Commercial Parking	Y	SDP MINOR	STAFF
Radio and TV Broadcast Facilities	Y	SP	ZBA
Rail Line and Utility Corridors	Y	SP	ZBA
Railroad Yards	N	--	--
MISCELLANEOUS USES			
Commercial Outdoor Recreation	N	--	--
Child Day Care Facilities	Y	SP	ZBA
Detention Facilities	N	--	--
Major Event Entertainment	Y	SP	ZBA
Vehicle Service Facilities	N	--	--
Adult Entertainment Business	Y, SUBJECT TO ARTICLE XIII	SDP MINOR	STAFF

Y	=	Yes, permitted as indicated by required approval
N	=	No, prohibited
SP	=	Special Use Permit required. See Section 29.1503
ZP	=	Building/Zoning Permit required. See Section 29.1501
SDP Minor	=	Site Development Plan Minor. See Section 29.1502(3)
SDP Major	=	Site Development Plan Major. See Section 29.1502(4)
HO	=	Home Occupation
ZBA	=	Zoning Board of Adjustment
ZEO	=	Zoning Enforcement Officer

(3) **Zone Development Standards.** The zone development standards of the District are set forth in Table 29.1004(3) below. Developments must also meet other generally applicable standards of this chapter.

**Downtown Gateway Commercial Development Standards
Table 29.1004(3)**

DEVELOPMENT STANDARDS	Downtown Gateway Commercial Zone
Standard Site, Minimum Lot Area	0.25 net acres
Standard Site, Minimum Lot Frontage	50 feet
Redevelopment Intensification Site Area	None Kellogg Avenue/ All other sites minimum of one (1.0) net acre
Redevelopment Intensification Site, Minimum Street Frontage along at least one of the following streets: Lincoln Way, Clark Avenue, Kellogg Avenue, South Kellogg Avenue, Duff Avenue.	100 feet
Building Design	Building design and material standards described below.
Minimum Street Building Setbacks*: Lincoln Way Kellogg/ S Kellogg Clark/Walnut Sherman Gilchrist Washington Duff Commerce and Market Grand Avenue	15 feet ground floor/10 feet other floors 5 feet 5 feet 10 feet 10 feet 10 feet 15 feet ground floor/10 feet other floors 5 feet 10 feet *Properties on Kellogg and corner properties along Lincoln Way may have reduced setbacks approved with design review of a Major Site Development Plan when buildings include high levels of quality materials, architectural interest, glazing, and a pedestrian oriented design. Redevelopment intensification sites may be approved with reduced setbacks from any street.
Minimum Side and Rear Setbacks	No minimum setbacks required except for utility service separation and access requirements, typically 10 feet or less along a rear property line.
Maximum Building Coverage	No maximum
Minimum Landscaped Area Percentage	No minimum, determined through Site Development Plan review.
Maximum Building Height	10 Stories/Redevelopment Intensification Site no limit
Minimum Building Height	Kellogg Avenue- two (2) stories No minimum other streets
Parking Allowed Between Buildings and Streets	No, Except Grand, Gilchrist, Commerce, and Market
Drive-Through Facilities	Maximum of one facility per Lincoln Way Block Face, regardless of access to Lincoln Way. No Drive-Through Facilities are permitted for any property with frontage along Kellogg Avenue or S Kellogg Avenue.
Outdoor Display Permitted	Yes. See Section 29.405
Outdoor Storage Permitted	No
Trucks and Equipment Permitted	No

4. Parking Standards

Parking shall be provided in accordance with this Chapter, notwithstanding the modified parking requirements of this zoning district. Uses not listed below are subject to standard parking requirements of Article IV of this Chapter. Development along Kellogg Avenue has reduced commercial parking requirements compared to other areas of the District in recognition of the Kellogg Avenue proximity to public parking and the pedestrian oriented design requirements for the block.

**Table 29.1004(4)-1
Downtown Gateway Commercial Parking Standards General**

Household Living-Apartments	
1 Bedroom Dwelling Unit (DU)	0.8 spaces/DU
2 Bedroom Dwelling Unit	1 space/DU
3 Bedroom Dwelling Unit	2.5 spaces/DU
4 Bedroom Dwelling Unit	3.0 spaces/DU
Short Term Lodging	1 space per room/1 space per 2 employees largest shift/accessory uses for meeting areas at 5 spaces /1000 sq. ft.
General Office	3 spaces /1000 sq. ft.
Medical Office	6 spaces /1000 sq. ft.
Retail and Service-Standalone or Existing	3 spaces/1000 sq. ft.
Restaurant and Fast Food-Standalone or Existing	9 spaces /1000 sq. ft. (gross floor area)
Restaurant or Bar uses with Retail and Service Uses -Redevelopment Intensification Site	5 spaces /1000 sq. ft.
Recreation Use- Redevelopment Intensification Site	Determined by Major Site Development Plan Review

**Table 29.1004(4)-2
Downtown Gateway Commercial Parking Standards Kellogg Avenue**

Household Living-Apartments	
1 Bedroom Dwelling Unit (DU)	0.8 spaces/DU
2 Bedroom Dwelling Unit	1 space/DU
3 Bedroom Dwelling Unit	2.5 spaces/DU
4 Bedroom Dwelling Unit	3.0 spaces/DU
Short Term Lodging	1 space per room/1 space per 2 employees largest shift/accessory uses for meeting areas at 5 spaces /1000 sq. ft.
General Office	None Required
Medical Office	None required for less than 3,000 square feet, 6 spaces /1000 sq. ft. for total square feet of use if exceeds 3,000 square feet within a building
Retail and Service	None Required
Restaurant, Fast Food, or Bar	None Required
Recreation Use- Redevelopment Intensification Site	Determined by Major Site Development Plan Review

Development within the District may seek approval of a parking reduction. Parking reductions are subject to City Council approval with a Major Site Development Plan. Parking requirements may be modified as part of the Major Site Development Plan review process to either reduce parking requirements by twenty percent or to apply a five (5) parking spaces per 1,000 square feet of gross floor area for all Trade Uses. Parking reductions of up to 25% of the required parking may be approved for a site with shared parking or collective parking allowances for use by other

adjacent commercial properties that are also approved for collective parking. Residential parking spaces may be approved as part of a shared or collective parking plan for commercial uses when there is at a minimum one parking space available per dwelling unit. City Council may approve use of remote parking or public parking, including credit for on-street parking, for non-residential uses through the Major Site Development Plan review process.

Parking Decks are subject to Article IV standards with the exception of parking setbacks requirements for decks proposed along Gilchrist, Commerce, and Market. City Council may approve additional setback exceptions through the Major Site Development Plan review.

**Table 29.1004(4)-3
Downtown Gateway Commercial Bicycle Parking**

Bicycle Parking	
Non-Residential	Provide a minimum of four visitor bicycle parking spaces for the first 10,000 of commercial space. Provide additional visitor bicycle parking at a rate of one space for every 10,000 square feet of floor area.
Residential	Residential development should include secured bicycle parking for residents and provision of visitor bicycle parking.
Bicycle parking shall be placed in a visible location that is either adjacent to a primary commercial entrance or within a visitable open area of the site. Bicycle rack parking shall provide adequate space and access to permit use of the rack system with the locking of a wheel and frame to the bicycle rack. A parking reduction of one non-residential parking space for each four bicycle parking spaces is permitted up to a maximum of 5 parking spaces.	

5. Building Design Standards

The following development standards apply to all projects subject to a Site Development Plan or Special Use Permit. The intent of the design standards is to promote high levels of architectural interest, enhancement of the pedestrian oriented streetscape, and to accommodate desirable commercial uses as the primary use within the District. Each proposed building shall undergo a design review for conformance to the applicable design standards and objectives for development within the District. Design review will be incorporated into the review of the Site Development Plan or Special Use Permit and require a finding that the proposed project includes conforming design elements that support a high quality building design with architectural interest and enhances the structures appearance in a manner that is compatible with both existing and planned uses adjacent to the site.

(a) Kellogg Avenue Frontage

Buildings with facades along the Kellogg Avenue are intended to be designed in a manner that is compatible with the traditional look of Main Street and incorporate architectural elements that support the transition of the uses from Lincoln Way to Main Street. Buildings are required to consist of a minimum of two stories along Kellogg Avenue. Each building shall incorporate the following design elements into the design.

- i. Transparent windows at ground level. Glazing shall consist of a minimum of 40% to 50% of the façade area at the ground level. Commercial retail storefronts require higher levels of glazing than other uses. Glazing requirements apply along street frontages and to designated activity areas or plaza spaces.
- ii. Each tenant space shall have a pedestrian entrance that connects directly to the street. Corner lots may be required to provide an entryway at a corner or to include two entries.
- iii. Minimum ground floor to ceiling height of 15 feet for all buildings.
- iv. Incorporate wall plane changes and variations in the façade to create visual relief along long facades, e.g. 50 feet of facade length. Incorporate store front pattern and rhythm similar to Main Street, e.g. 25 feet.
- v. Clay brick building materials for front and side facades.

a. There is an exception for side facades obscured from view by an abutting building located within 5 feet of the property line.

b. Accent materials may be approved in addition to the use of clay brick.

c. Buildings with three or more stories may propose to incorporate a secondary façade material in addition to clay brick.

vi. The building design shall include architectural details to create visual interest and design diversity, such as transoms, brick soldier course, corbel, cornice, lintels, projecting window bays, inset windows, canopies, parapet variation.

vii. Alternative high interest architectural building materials, such as stone, glass, steel, architectural metal panels may be approved in lieu of clay brick when approved with a Major Site Development Plan.

viii. Rear facades may include materials other than clay brick that are compatible with the overall design of the building.

ix. No balconies are permitted along the perimeter of a building adjacent to a street.

x. Commercial floor area requires a minimum depth of 60 feet, minor variations allowed through Design Review.

(b) Other Street Frontages

Buildings in areas without frontage along Kellogg Avenue may take on a variety of architectural appearances to meet the goals of the District for enhanced architectural design that creates visual interest and identity for the Lincoln Way Corridor. Buildings with facades along streets other than Kellogg shall incorporate the following design elements:

i. Minimum ground floor to ceiling height of 15 feet.

ii. Commercial floor area requires a minimum depth of 60 feet, minor variations allowed through Design Review.

iii. Incorporate pedestrian entrances that lead directly to an abutting street.

iv. Transparent windows at ground level. Glazing shall consist of a minimum of 30% to 50% of the façade area at the ground level. Commercial retail storefronts require higher levels of glazing than other uses. Glazing requirements apply along primary street frontages and to designated activity areas or plaza spaces.

v. Clay brick shall be used as a primary building material for front and side facades, unless alternative high interest architectural building materials are approved through a Major Site Development Plan review.

vi. Incorporate wall plane changes and variations in the façade to create visual relief along long facades, e.g. 50 feet of facade length.

vii. The building design shall include architectural details to create visual interest and design diversity, such as transoms, brick soldier course, corbel, cornice, lintels, projecting window bays, inset windows, canopies and parapet variation.

viii. Minimize the placement of balconies along Lincoln Way. When balconies are permitted along Lincoln Way, balconies shall not project more than 2-feet from the front primary building facade. Balconies may not project within 5 feet of the right-of-way.

ix. Drive-through facilities may require a covered pick-up window and street screen walls with compatible materials to the principal building.”

Section Two. Violation of the provisions of this ordinance shall constitute a municipal infraction punishable as set out by law.

Section Three. All ordinances, or parts of ordinances, in conflict herewith are hereby repealed to the extent of such conflict, if any.

Section Four. 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

John A. Haila, Mayor

COUNCIL ACTION FORM

SUBJECT: REZONING OF PROPERTIES WITHIN THE DOWNTOWN GATEWAY FOCUS AREA OF THE LINCOLN WAY CORRIDOR PLAN FROM HIGHWAY ORIENTED COMMERCIAL (HOC) AND DOWNTOWN SERVICE CENTER (DSC) ZONING DISTRICTS TO DOWNTOWN GATEWAY COMMERCIAL ZONING DISTRICT

BACKGROUND:

The City of Ames finalized the [Lincoln Way Corridor Plan](#) in January 2018. The final plan is available on the Planning Division website under “What’s New.” The Corridor Plan addresses potential land use changes, transportation improvements, and streetscape enhancements for Lincoln Way. The Downtown Gateway Focus Area, a priority area of the Corridor Plan. This focus area is generally described as properties along Lincoln Way and south of the railroad tracks between Grand Avenue and Duff Avenue. (Attachment A- Vicinity Map) The City’s Land Use Policy Plan (LUPP) was amended in January 2018 to incorporate references to the Lincoln Way Corridor Plan and to include specific text for the Downtown Gateway Focus Area as part of the Downtown Expansion area section of the Chapter 2 (Attachment B-LUPP Excerpt).

The Focus Area was embraced as a priority because it is the only area positioned to meet the goals described in the Corridor Plan of enhancing commercial opportunities complimentary to Downtown with options to create a unique type of commercial destination for community. It also was highlighted as an opportune area to add mixed-use housing that is not student housing focused in order to diversify our housing choices in the community. These types of changes are viewed as desirable economic development tools for the City as it looks to attract young workforce aged people to the city.

The first step of implementation for the Focus Area was preparation of a new zoning district, Downtown Gateway Commercial (DGC). The new DGC zoning establishes permitted uses and development standards consistent with the desired character for the area. **The intent for the zoning is to promote commercial trade uses of retail, restaurant, and entertainment; office uses, aggregating property for redevelopment while allowing for individual small site development; focusing on the 100 block of Kellogg Avenue as gateway connection to Downtown, reducing parking requirements, creating a more walkable environment, and allowing for mixed-use residential development.**

The second reading for approval of the DGC zoning is a separate agenda item. Additional background information on the DGC zoning standards is available under “What’s New” at <http://www.cityofames.org/planning>.

The proposed rezoning is critical to implementing the Corridor Plan for three primary reasons; 1) it sets clear expectations to the real estate market for desired areas of change compared to waiting for ad hoc requests, 2) it ensures the long term compatibility of uses consistent with the vision of the plan, and 3) it includes design standards necessary to shape the urban design components of the area to enhance mobility and create an attractive destination. HOC zoning as it is currently written does not include elements needed to fulfill the vision of creating a destination commercial/mixed use area as expressed within the Corridor Plan and the LUPP.

City Council reviewed options for rezoning boundaries at the April 24th meeting in conjunction with its review of the draft DGC zoning standards. City Council directed staff at that time to initiate a rezoning of the 70 properties within the Focus Area. The rezoning would affect 70 properties, 15 of which are currently DSC zoning and 55 are HOC zoning. Public hearing notices were provided to all property owners within the area and within 200 feet of rezoning area for the Planning and Zoning Commission meeting and City Council meeting.

Based upon the April 24th discussion and the final standards of the DGC zoning district, three rezoning boundary options are available to the City Council for varying levels of implementation of the Corridor Plan.

OPTION 1 - REZONING AREA INITIATED BY CITY COUNCIL ON APRIL 24TH

The proposed rezoning includes all properties within the Focus Area (Attachment C). Establishing the DGC zoning along both sides of Lincoln Way and along the intersecting streets fully establishes the long term policy of the City for change in the area to match the Lincoln Way Corridor Plan. Broadly applying the DGC zoning district ensures that both short term development interests and long term evolution of the area are consistent with the Corridor Plan. Although there are a substantial number of redevelopment opportunities in the broad Focus Area, not all of this area would be expected to redevelop in the short term as there are many viable highway oriented commercial businesses throughout the area.

OPTION 2 - INCLUDES DGC ZONING FOR THE CORE OF THE FOCUS AREA

The Kellogg/Lincoln Way intersection is viewed as the heart of the Focus Area due to its primary connection to Downtown. This approach concentrates the rezoning on the four most critical blocks for the area and establishes a vision for redevelopment along both sides of Lincoln Way. (Attachment D) Development on the north side would be expected to be at larger scale than redevelopment on the south side due to lot sizes and configurations. **This option would leave the periphery areas out of the immediate rezoning actions, which would reduce the number of new nonconformities related to use and site development standards.** Many of the periphery areas are not available for redevelopment at this time and would leave HOC zoning in place on these properties.

OPTION 3 – INCLUDES DGC ZONING FOR ONLY THE NORTH SIDE OF LINCOLN WAY

This option was also discussed previously with City Council for rezoning of only the north side of Lincoln Way within the core of the Focus Area. (Attachment E) **This approach maintains the two most critical areas for rezoning at this time and does not change HOC zoning for the periphery area or the properties along the south side of Lincoln Way. Limiting rezoning to the north side of Lincoln Way would reduce many potential conflicts about nonconforming uses, but not all. Continuing HOC zoning along the periphery and south side of Lincoln Way would allow for the current mix of uses that already exist and for the establishment of new highway oriented commercial uses.** This option allows of some site redevelopment to occur, but does not sustain the long term vision for change of character for the area by continuing to allow for the wide range of HOC uses that may not be compatible with redevelopment on the north side of the street.

PLANNING AND ZONING COMMISSION RECOMMENDATION:

The Planning and Zoning Commission held a public hearing on May 16th to review the proposed rezoning. Staff provided a summary of the Corridor Plan and Downtown Gateway Focus area with an explanation of the zoning implications of the City initiated rezoning. Nine members of the public spoke on the subject. All nine speakers were property owners in the area of the rezoning. **The speakers all provided comment against the rezoning of the area from HOC to DGC. Comments focused on limitations of uses under DGC zoning compared to HOC, potential effects on the value of existing businesses and properties for future sale, and a preference to allow housing in HOC with no other changes to the zoning.**

The Commission discussed the difference between supporting planning for changes in the area as described within Corridor Plan versus establishing zoning to implement the Corridor Plan. Thoughts on changes to community character were also part of the discussion. **Some commissioners expressed concerns about the impacts on existing businesses with the proposed changes and if there was a need to rezone the entire area at this time and what would be the downside of not zoning for DGC. Ultimately the Commission voted 4-2 to recommend no change in zoning for the area and maintain the existing HOC and DSC zoning for all properties.**

Staff addressed some of the issues raised by the Commission during their discussion of the rezoning on the May 16th and has included comments responding to concerns expressed on May 16th as part of the Addendum (Pages 7 to 9). **In summary, the staff cannot support the Commission recommendation for no rezoning of the area. Without rezoning to DGC, the development options available under HOC would likely be inconsistent with vision for the area as defined within the LUPP for a more walkable, attractive, destination commercial area. Staff believes the trade-offs of proactive zoning implementation versus reactive rezoning are necessary to meet the full potential of the Corridor Plan.**

ALTERNATIVES:

1. The City Council may approve rezoning of the entire Downtown Focus Area to Downtown Gateway Commercial as shown in Attachment B. (*City Council Initiated Area from April 24th*)
2. The City Council approve a rezoning with modified boundaries (Options 2 and 3 described above).
3. The City Council can choose to not rezone any of the properties within the Focus Area. (*Planning and Zoning Commission Recommendation*)

CITY MANAGER'S RECOMMENDED ACTION:

The DGC Focus Area is the first priority for implementation of the Corridor Plan due to its proximity to Downtown and available properties for redevelopment in both the short term and long term. Due to the age and condition of many of properties in the area, it appears the area is ripe for reinvestment and redevelopment opportunities that can be done in manner that furthers goals of the City to diversify its commercial activities in a complimentary manner to downtown and provide for a new mixed use living environment. The decisions on development areas at this time will shape the character of the area for the next 20 years or more.

The proposed rezoning is intended to not just facilitate a singular redevelopment project, but to establish the long-term policy vision for the area. Including a broad area for rezoning ensures both short term and long-term changes of use and redevelopment are consistent with the Corridor Plan. Although, staff believes that the market opportunity for redevelopment is strong for certain sites, evolution of the area will be incremental over many years. **In the meantime, the existing businesses are permitted to keep operating and are not required to redevelop or sell for redevelopment. Business that may have a change in their nonconformity status due to rezoning are allowed to continue to operate and make changes to their uses and properties within the limitations of the Zoning Ordinance, including reestablishment of the use or structure due to substantial damage from a disaster.**

The option recommended by the Commission of no rezoning and by a number of property owners, except to allow for housing in the area, is not an approach that will accomplish the vision described in the Corridor Plan. Allowances for housing with no coordination of compatible uses and design features does not support creation of a desirable destination commercial area or living environment. Such an approach would only support increased efficiency of land use without addressing elements supportive of creating a unique and interesting environment for this high profile area of the City.

The proposed DGC zoning was written expressly to allow individual property owners to continue their current uses or to redevelop individually, but to ensure that new development in the area did not detract from the larger redevelopment

vision of the area. The goal of the DGC zoning is not to remove existing businesses from the area, but to ensure that redevelopment and new uses are consistent with future expectations compared to the past history of uses oriented to a highway. Planning for infill and redevelopment areas is one of the most challenging issues in planning for the City. The proposed DGC zoning attempts to strike a balance on both sides of the issue of accommodating existing businesses versus planning for future changes.

Therefore, it is the recommendation of the City Manager that the City Council act in accordance with your previous directive and approve Alternative #1 to rezone the entire Focus Area.

Addendum

LINCOLN WAY CORRIDOR PLAN

The objectives for the Lincoln Way Corridor Plan are to create identity along Lincoln Way as a place and not just a thoroughfare, to support enhancements for multi-modal transportation, and to identify opportunities to revitalize properties with land uses that are contextual and support Corridor identity and placemaking. Preparation of the Corridor Plan was an 18-month process of examine background conditions, soliciting public input, and creating contextual options within the Plan. The process culminated in the acceptance of the Final Plan and approval of LUPP amendments references the plan.

The Lincoln Way Corridor Plan includes a Framework Plan that identifies the overall principles for the corridor by looking at the various “districts” within the corridor for land use, mobility and community character. The Plan identifies six districts for the overall corridor (Attachment A). The Framework Plan looks at development potential through redevelopment areas, bike, pedestrian, and vehicular improvements, and opportunity for streetscape improvements to increase the overall aesthetics and character of the corridor. The Framework Plan is intended to guide overall strategies that improve the corridor and connect it together.

The Focus Areas address five different local areas along the corridor. The Focus Areas allow for more in-depth review of contextual redevelopment options, rather than broad and general interests in redevelopment and intensification along the corridor. The Focus Area concepts also could be applied to other areas along the Corridor that are of a similar nature. The five Focus Areas identified in the plan area as follows:

1. Downtown Gateway (Clark Avenue to Duff Avenue)
2. Lincoln Way and Grand Avenue (Oak Avenue to Grand Avenue)
3. Oak to Riverside Neighborhood
4. Campustown Transition (Sheldon Avenue to Campus Drive)
5. Westside Mixed Use (West Hy-Vee Area, Beedle Drive to Colorado Avenue)

The Downtown Gateway Focus Area description incorporated into the LUPP includes language for development preferences within the Corridor. The Downtown Gateway Focus Area is a component of the Downtown Expansion area of the LUPP. The intent for the Focus Area is to support commercial redevelopment and allow for mixed use. The most intense redevelopment is intended for the area between Lincoln Way and the railroad tracks. Property aggregation will likely be needed in this area to fully realize the redevelopment options of the Corridor Plan. This area is intended to act as an extension of commercial uses and potentially mixed use development in relation to Downtown. Reduced parking and shared parking opportunities may be a preference north of Lincoln Way as well. The Focus Area description is intended to guide zoning decisions for the area.

Attachment 2 includes the full excerpt of text for the LUPP amendment approved in January 2018.

DOWNTOWN GATEWAY COMMERCIAL ZONING STANDARDS

The proposed Downtown Gateway Commercial zoning standards address all facets of site development and uses. Due to the targeted goals for the area the standards are tailored to Focus Area and support intense redevelopment with reduced parking requirements. As a separate agenda item, City Council is asked to complete the second reading of the ordinance to establish the DGC zoning district.

A number of issues were raised during the Planning and Zoning Commission meeting concerning DGC zoning. The following is a summary of some of the primary points discussed at the meeting.

1. Limited range of uses.

The proposed DGC zoning focuses on office and trade uses compared to HOC which is very broad commercial zone that includes office and trade uses along with other activities. The proposed DGC zoning allows for 16 types of uses compared to 22 types within the current DSC zoning and 31 types within HOC. The use range has been narrowed to focus on the City's priorities for a specific area compared to the broad areas currently zoned HOC across the entire City. The types of uses that would be prohibited with DGC zoning compared to HOC include based upon the proposed DGC zoning of May 22nd:

- a. Automotive sales, retail*
- b. Commercial Outdoor Recreation,*
- c. College and University,
- d. Catering (primary use),
- e. Detention Facilities,
- f. Group Living*,
- g. Lodges and Social Clubs,
- h. Medical Centers (overnight care),
- i. Mini-warehouse,
- j. Railroad Yards*,
- k. Religious Institution,
- l. Sports Practice Facility (Gym space),*
- m. Social Service Providers (shelters, social service care),
- n. Wholesale Trade,*
- o. Vehicle Service Facilities (gas station, automotive repair, car wash).*

**Denotes uses currently not allowed within DSC zoning*

Additionally, new drive through facilities would have concentration limitations per one per block. All existing drive through facilities would be permitted, but most blocks within the area would not be permitted to add a drive through use due to proximity of an existing facility. The drive through standard is an effort to address access and circulation concerns along the corridor as well as impacts on site design and land use associated with drive through facilities. New drive throughs would also be subject to a major side development plan review rather than staff review of a minor site development plan.

2. Sale of properties.

The change of zoning has been portrayed as taking of property and requiring its sale to others. A rezoning does not require a sale of property. Existing business can continue or be sold to another buyer to operate the same business. Individual properties can also be redeveloped without aggregation to a larger site. The City is not attempting to purchase property for redevelopment, but intends to rely upon private market transactions for redevelopment consistent with Corridor Plan.

The primary argument against the rezoning has been the claim that the sale of the property for another purpose besides what exists today is more limited in DGC versus HOC and that it would significantly change the future value of property. Staff believes there are a number of factors affecting commercial property value, including viability of existing business at time of sale, condition of the property or structure, location, neighboring conditions, range of allowed uses, and costs associated with tearing down and rebuilding a site for a new use.

The proposed DGC zoning allows for reasonable range of commercial uses and does not dictate value for only one type of buyer by unduly limiting resale options of properties, such as rezoning a site to wholly different type of use. In contrast to assuming lower property values, values generally rise with redevelopment when there is a successful project demonstrating market viability for a concept. If no redevelopment occurs there is likely no significant impact in the value of one business being sold to another buyer.

Staff believes it is speculative to forecast future property values for existing businesses at the time an owner may wish to sell due to the wide range of conditions affecting the value of a property in this area.

3. Allowed Use and Nonconformities.

Another issue identified by property owners has been the potential complication of nonconformities when going to sell a property. As discussed with Council previously, approximately 78% of the area has some form of a nonconformity of use, structure, or site development. This changes to 85% with the full rezoning after City Council allowed for no parking requirements along Kellogg Avenue. A rezoning does not necessitate proactive changes to nonconformities, but at the time of redevelopment new site improvements and uses must meet current standards.

Even with the high percentage of nonconformities, properties have been purchased in this area with nonconformities. Eleven properties within the past ten years have been sold with nonconforming structures. It appears that nonconformities have not been a detriment to property sales in the past.

Nonconforming uses are sometimes viewed differently from structure nonconformities by a lender due to their interest in securing a loan with assurance the use can continue. Typically, banks are willing to make a loan when a city has an allowance for rebuilding or reestablishing a nonconforming use due to disaster. The City has such provisions already in place for nonconformities, which makes this concern moot in typical situations.

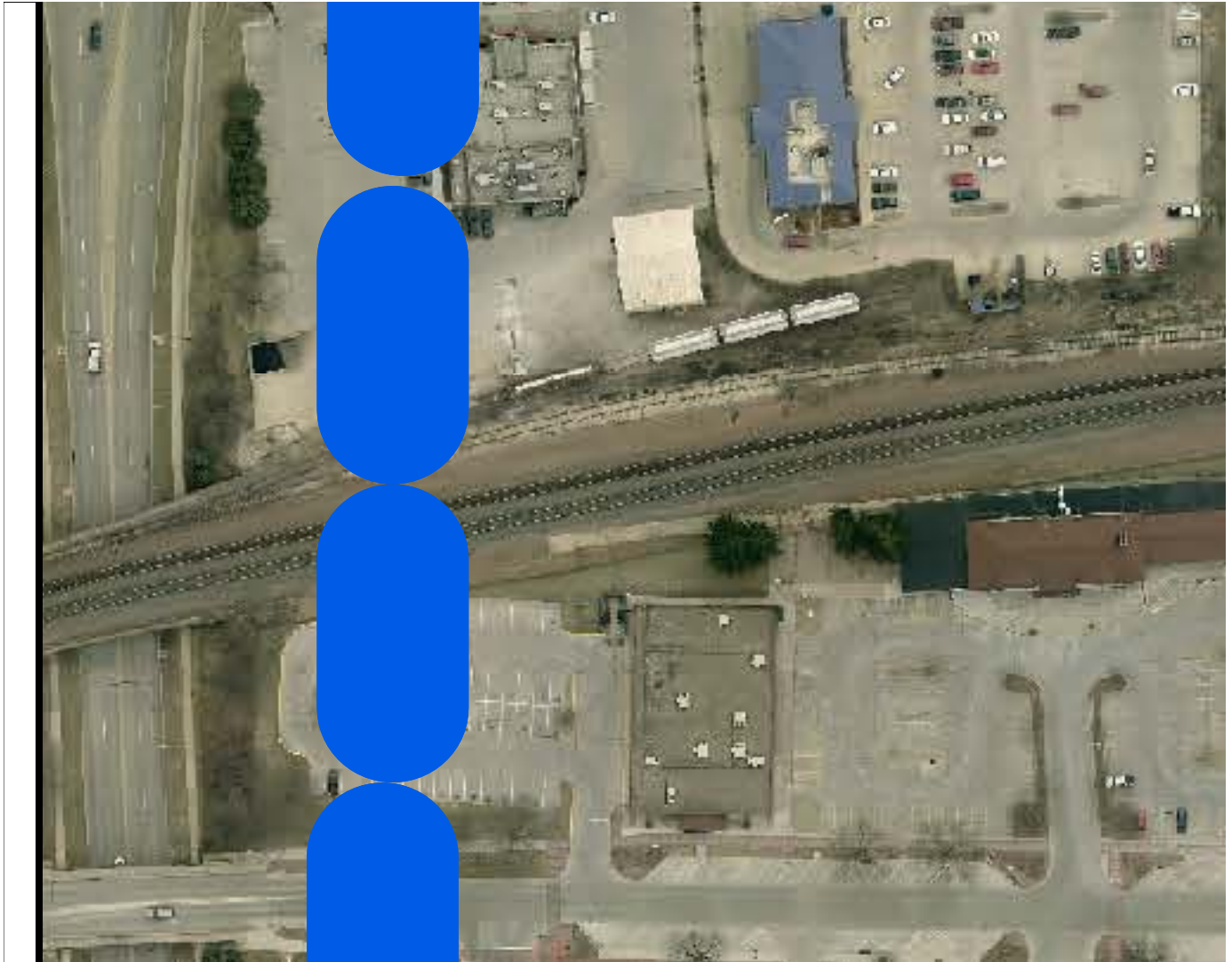
4. Maintain HOC Zoning.

With no rezoning of the area, the City is not following through on implementation of the Corridor Plan as a priority and does not establish support for concepts of the Plan. **For staff, one of key issues of rezoning is ensuring that new uses are not established that could undermine the vision for the area.** Additionally, with no rezoning there is no clear market opportunity for mixed use in the area and that calls into question support for the concept. Generally, uncertainty in the entitlement process detracts from developer interest.

Staff views the situation of proactively zoning this area as analogous to the City establishing CSC zoning in 2006 with mixed-use zoning standards as a result of the University Impact Area study. Part of the redevelopment success for student housing in Campustown was the presence of zoning in support of the vision of the LUPP without having to make individual requests. When the market demand increased with enrollment, construction of mixed use development was predictable and relatively quick because of existing zoning, thereby minimizing risk to the developer and maximizing property value. However, at no time was an individual required to sell by zoning to facilitate redevelopment that was consistent with the zoning.

The other downside of maintaining HOC zoning is the lack of use and design standards that support the vision of a more walkable and desirable destination area. HOC zoning is set up to accommodate quick trips into and out of an area, and not pleasant walkable environment. Allowing new development to occur under these types of standards while waiting for future rezoning could erode the opportunities for reaching the vision of the Plan by impeding both future redevelopment and detracting from intended character of the area.

Attachment A-Location Map



Attachment B- LUPP Chapter 2 Excerpt for Downtown Gateway Focus Area

DOWNTOWN GATEWAY FOCUS AREA

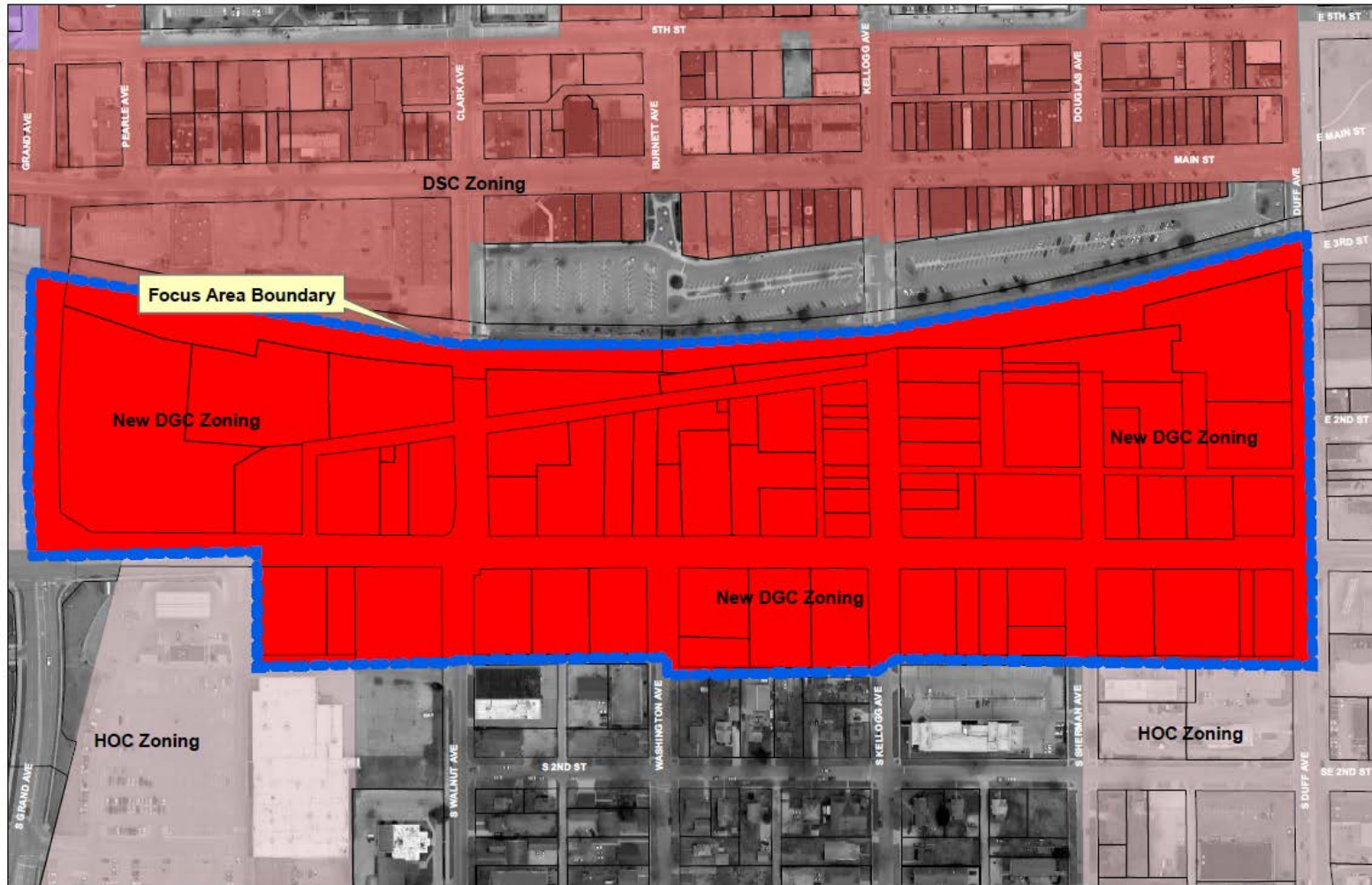
The City has established the Downtown Gateway Focus Area, located generally from Clark Avenue to Duff Avenue and south of the railroad tracks, as its first development area priority. This Focus Area is within the Downtown Expansion Area Option of the Land Use Policy Plan. The Downtown Gateway is intended to foster redevelopment with a commercial focus that may also include residential development. The area as it is currently developed is a place of community commercial uses formatted in typical highway commercial setting, meaning automobile oriented formats, and providing for retail, office, and restaurant uses.

As redevelopment occurs in the area it is important to maintain a strong commercial base that meets community needs for retail and service use. Redevelopment of the area does not require mixed use residential development, but residential uses can be accommodated when the commercial use goals of the City are met for the area. The goals of redevelopment in this area are not focused on creating student housing options that are already accommodated with the Campustown Service Center area of the Corridor.

The overall character of the area is for development that is complimentary to the use and character of Downtown. Incorporating complimentary uses is a priority for the City and includes accommodating a boutique hotel, entertainment and active retail uses, incorporating outdoor space for events and commercial uses, and maintaining an office and employment presence in the Corridor. Kellogg Avenue is the focal points of the Focus Area and connects to the four-corner heart of Downtown at Main Street. Development along Kellogg must maintain individual building identity and storefront patterns similar to traditional downtown retailing. This type of development pattern can occur through redevelopment of small sites or as part of a larger redevelopment project. In other areas outside of Kellogg Avenue, the Plan encourages aggregation of property in support of a variety of development formats that accommodates the intended commercial uses and for the area.

Facilitating intense redevelopment also allows for collective parking and reduced parking requirements in recognition of the rich transportation options in the area and public parking that exists to the north of the area. Due to potentially large redevelopment sites, design and architectural features are needed that provided variations in appearance of mass and height. Differentiation of façade planes and use of high quality glazing, brick, and metal siding systems is highly desirable to create an attractive and interesting area. Maintaining or creating secondary means of access into the blocks is a priority for the area to ensure that curb cuts onto Lincoln Way are reduced and minimized from existing conditions. Automotive service oriented uses are discouraged from locating in the area. Aggregating property for larger sites may require developers to relocate electric and water utility improvements and potentially have the City vacate certain minor rights-of-way if not needed to serve properties. Widening sidewalks and improving the streetscape along Lincoln Way are a priority with redevelopment.

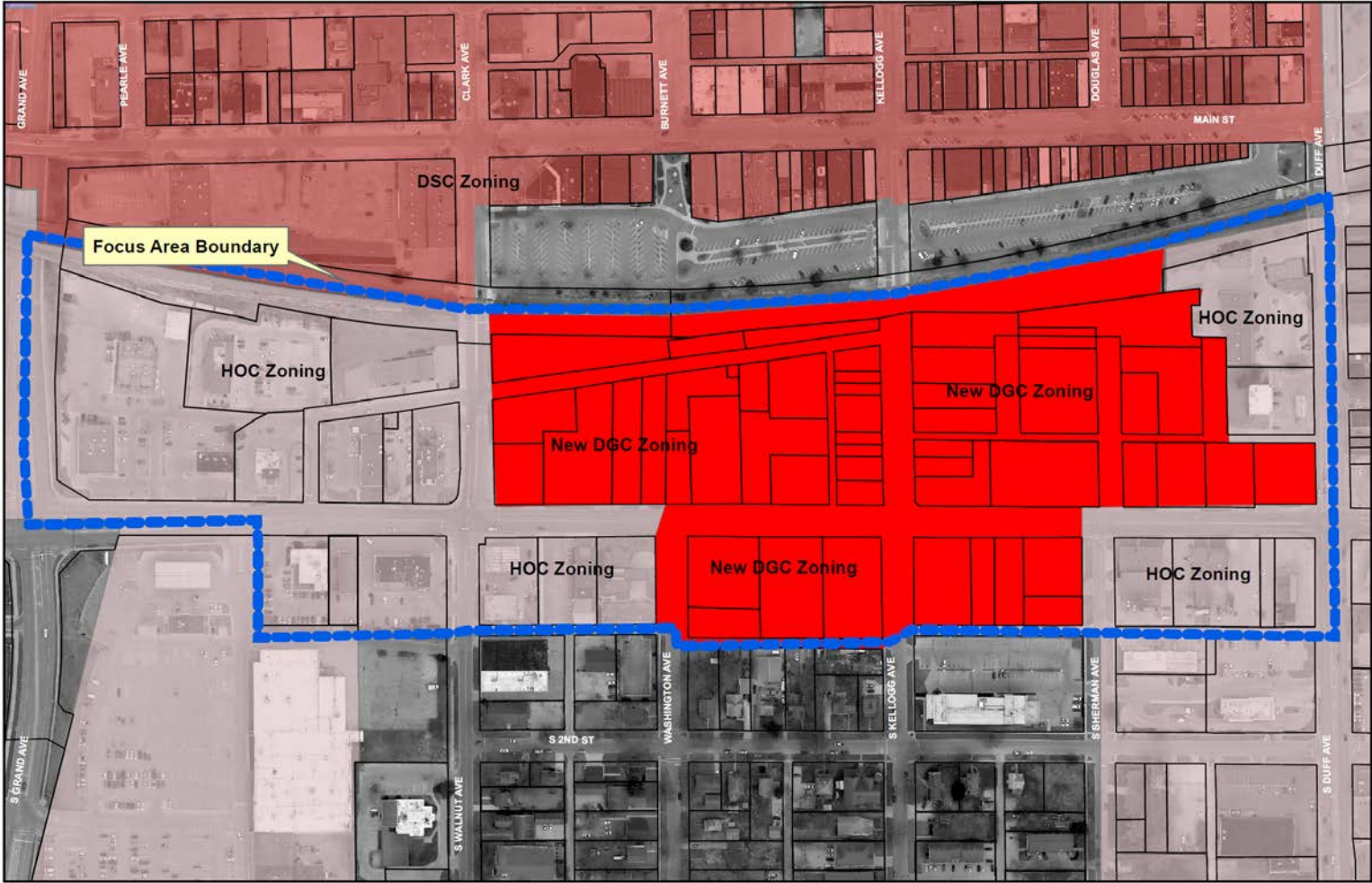
Attachment C-Proposed Rezoning



Option #1 Downtown Gateway Rezoning both sides of Lincoln Way



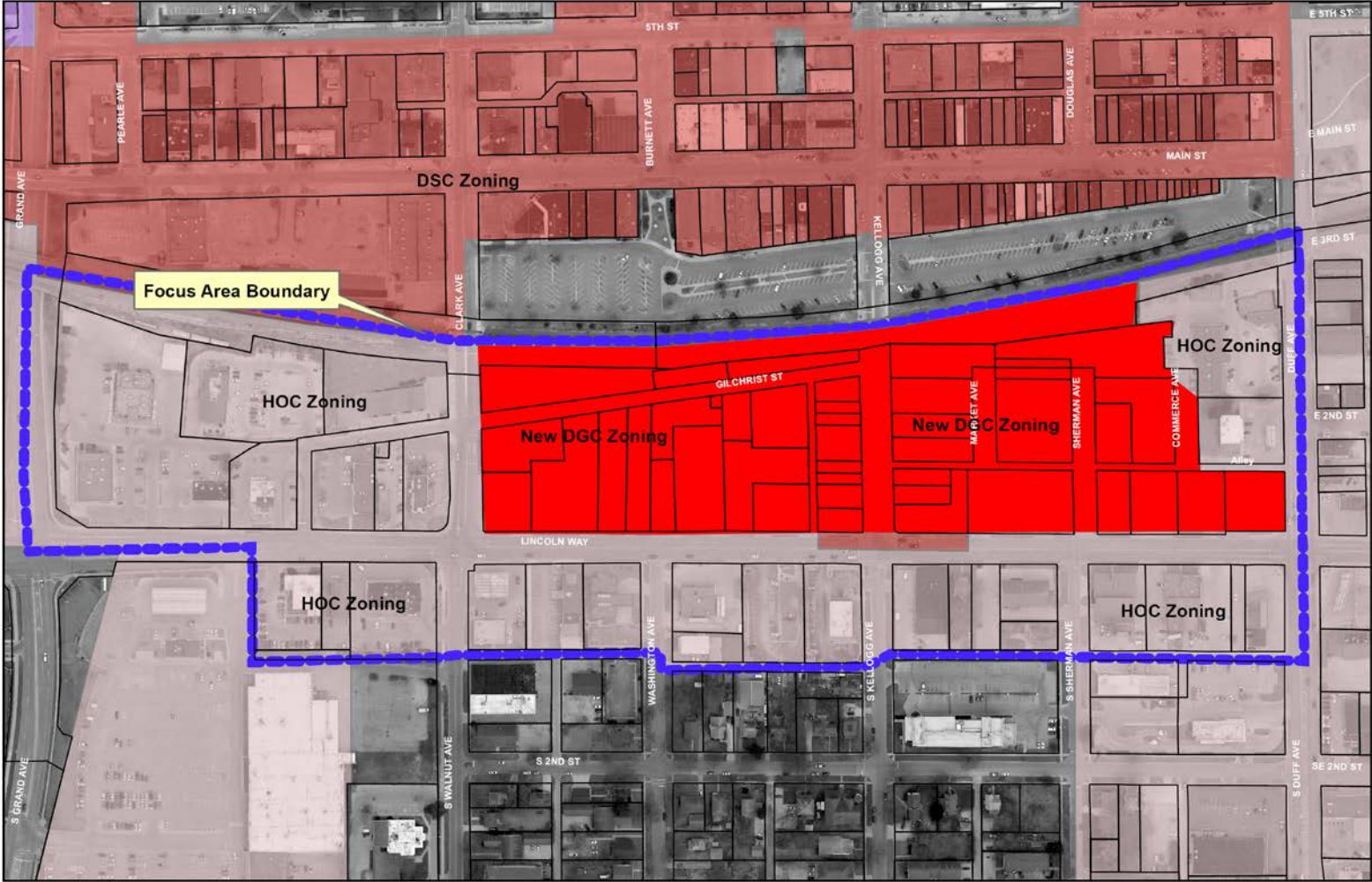
Attachment D



Option #2
Central Core North and South



Attachment E



Option #3 -Central Core North Only



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

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF AMES, IOWA, AS PROVIDED FOR IN SECTION 29.301 OF THE *MUNICIPAL CODE* OF THE CITY OF AMES, IOWA, BY CHANGING THE BOUNDARIES OF THE DISTRICTS ESTABLISHED AND SHOWN ON SAID MAP AS PROVIDED IN SECTION 29.1507 OF THE *MUNICIPAL CODE* OF THE CITY OF AMES, IOWA; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HERewith AND ESTABLISHING AN EFFECTIVE DATE

BE IT HEREBY ORDAINED by the City Council of the City of Ames, Iowa;

Section 1: The Official Zoning Map of the City of Ames, Iowa, as provided for in Section 29.301 of the *Municipal Code* of the City of Ames, Iowa, is amended by changing the boundaries of the districts established and shown on said Map in the manner authorized by Section 29.1507 of the *Municipal Code* of the City of Ames, Iowa, as follows: That the real estate, generally located within the Downtown Gateway Focus Area of the Lincoln Way Corridor Plan, is rezoned from Highway Oriented Commercial (HOC) and Downtown Service Center (DSC) Zoning Districts to Downtown Gateway Commercial Zoning District.

Real Estate Description: **BOUNDARY DESCRIPTION:** A PARCEL IN THE CITY OF AMES, STORY COUNTY, IOWA; THE BOUNDARY LINE DESCRIBED AS FOLLOWS: BEGINNING AT THE CENTERLINES OF GRAND AVENUE AND THE CHICAGO AND NORTHWESTERN RAILROAD TRANSPORTATION COMPANY RIGHT OF WAY, CITY OF AMES, STORY COUNTY, IOWA; THENCE EASTERLY ON SAID RAILROAD CENTERLINE 2,714.16 FEET TO THE CENTERLINE OF DUFF AVENUE; THENCE SOUTHERLY ON SAID DUFF AVENUE CENTERLINE 882.99 FEET TO THE EXTENSION OF THE EAST-WEST ALLEY CENTERLINE; THENCE WESTERLY APPROXIMATELY 894.93 FEET TO THE CENTERLINE OF SOUTH KELLOGG AVENUE; THENCE SOUTHERLY 25 FEET; THENCE WESTERLY ON CENTERLINE OF ALLEY APPROXIMATELY 459.58 FEET TO CENTERLINE OF WASHINGTON AVENUE; THENCE NORTHERLY APPROXIMATELY 18.16 FEET TO CENTERLINE OF EAST-WEST ALLEY; THENCE WESTERLY 469.01 FEET TO THE SOUTHEAST CORNER OF LOT 1, BLACKS THIRD ADDITION; THENCE WESTERLY ON SOUTHERLY LINE TO THE SOUTHWEST CORNER OF THE NORTHEAST CORNER OF LOT 7, BLACKS THIRD ADDITION; THENCE NORTHERLY 238.422 TO THE CENTERLINE OF LINCOLN WAY; THENCE WESTERLY 462.22 FEET TO THE CENTERLINE GRAND AVENUE; THENCE NORTHERLY TO POINT OF BEGINNING.

Section 2: All other ordinances and parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 3: This ordinance is in full force and effect from and after its adoption and publication as provided by law.

ADOPTED THIS _____ day of _____, 2011.

Diane R. Voss, City Clerk

John A. Haila, Mayor

To: Mayor, City Council, City Manager, and Planning Director, of the City of Ames

From: Property Owners North of Gilchrist, Clark to Kellogg

Re: Proposed Downtown Gateway Zoning District

Date: May 17, 2018

The undersigned property owners of 204 Clark Ave., 323 Gilchrist St., and 203 Kellogg Ave., respectfully request that they're properties remain zoned Highway Oriented Commercial (HOC) and be left out of the zoning boundaries of Downtown Gateway District set to be voted on at the May 22, 2018 council meeting.

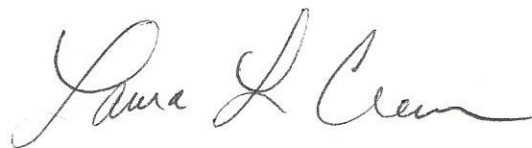
The reason for these property owners to remain Highway Oriented Commercial are as follows:

1. These properties together are bounded by streets on 3 sides, and the Union Pacific Railroad on the other. These properties are landlocked and if combined only amount to 0.9023 acres. A portion of these lots are irregular in shape and only 30 feet wide at its narrowest point.
1. These properties have numerous railroad, utility, and height easements that would restrict any redevelopment of these lots.
2. None of these properties have frontage on Lincoln Way.
3. The proposed zoning district would create more non-conformities, that could be potentially damaging and place undue and unnecessary hardship on the existing businesses, and the future sale of property or businesses, such as reduced property and/or business values.
4. The proposed new zoning district would be too restrictive and would limit the property owners' rights and use of their property.
5. The Lincoln Way Corridor Plan does not say that rezoning to the new proposed Downtown Gateway Commercial District is needed to support or encourage redevelopment.
6. On May 16, 2018 the Ames Planning & Zoning Commission recommended to the city council, not to rezone any properties within the proposed Downtown Gateway Zoning District.

Sincerely,



Ryan Davis
WW Holdings Corporation
Wild Water Car Wash & Pet Wash



Laura Cram
DLC Properties LLC
Laura's Cabinet Gallery

ITEM # 43
DATE: 05-22-18

COUNCIL ACTION FORM

SUBJECT: FINAL AMENDMENT TO FISCAL YEAR 2017/18 ADJUSTED BUDGET

BACKGROUND:

The Code of Iowa requires that city spending by program not exceed Council approved budget amounts at any time during the year. To maintain compliance, the City of Ames monitors spending against the approved budget, and prepares amendments to the budget several times during the fiscal year. In the fall, a first amendment is prepared to carry over unspent project amounts from the prior fiscal year. The current year budget is amended again as part of the adoption process for the next fiscal year's budget in March. A final spring amendment is done to adjust for any significant changes that have occurred since the March amendment. This amendment typically is restricted to the early start of CIP projects approved for the following fiscal year, new grants that have been received and their associated project expenses, and any significant changes in CIP projects, operating expenses, or revenues.

A summary is attached describing the revenue and expenditure changes by fund. The final Fiscal Year 2017/18 budget includes a net increase in revenues of \$1,420,078 and a net increase in expenditures of \$410,351. Please note that most of the increases in the expenditures of some funds are due to grant or developer funded projects and the replacement of fleet equipment for which reserve funds were previously collected, and are not increases in planned costs.

ALTERNATIVES:

1. Adopt a resolution amending the Fiscal Year 2017/18 budget by increasing revenues by \$1,420,078 and increasing expenditures by \$410,351.
2. Refer this item back to staff for additional information or other adjustments to the amendments.

MANAGER'S RECOMMENDED ACTION:

Amending the FY 2017/18 budget better reflects new grant-funded projects and significant changes in CIP projects and operations.

Therefore it is recommended that City Council approve Alternative No. 1, thereby adopting a resolution amending the Fiscal Year 2017/18 budget by increasing revenues by \$1,420,078 and increasing expenditures by \$410,351.

CITY OF AMES, IOWA

2017/18

FINAL AMENDMENTS

REVENUE SUMMARY BY FUND

	2017/18 Adjusted	2017/18 Final Changes	2017/18 Final Amended	% Change From Adjusted
General Fund	35,813,896	-	35,813,896	0.0%
Special Revenue Funds:				
Local Option Sales Tax	7,818,562	-	7,818,562	0.0%
Hotel/Motel Tax	2,400,000	-	2,400,000	0.0%
Road Use Tax	7,105,282	-	7,105,282	0.0%
Public Safety Special Revenues	71,200	-	71,200	0.0%
City-Wide Housing Programs	-	-	-	
CDBG Program	1,211,996	-	1,211,996	0.0%
Employee Benefit Property Tax	2,030,326	-	2,030,326	0.0%
Police/Fire Retirement	4,000	-	4,000	0.0%
Parks & Rec Grants/Donations	21,730	-	21,730	0.0%
Library Friends Foundation	267,061	-	267,061	0.0%
Library Future Needs	-	178,526	178,526	
Library Grants/Donations	40,746	-	40,746	0.0%
Utility Assistance	15,000	-	15,000	0.0%
Tax Increment Financing (TIF)	671,076	-	671,076	0.0%
	21,656,979	178,526	21,835,505	0.8%
Capital Project Funds:				
Special Assessments	489,335	-	489,335	0.0%
Street Construction	12,504,143	78,910	12,583,053	0.6%
Airport Construction	211,431	264,596	476,027	125.2%
Park Development	110,000	-	110,000	0.0%
General Obligation Bonds	7,521,000	-	7,521,000	0.0%
	20,835,909	343,506	21,179,415	1.7%
Permanent Funds:				
Cemetery Perpetual Care	13,500	-	13,500	0.0%
Furman Aquatic Center Trust	9,000	-	9,000	0.0%
	22,500	-	22,500	0.0%
Enterprise Funds:				
Water Utility	25,793,285	484,510	26,277,795	1.9%
Sewer Utility	18,187,579	147,262	18,334,841	0.8%
Electric Utility	68,241,146	489,375	68,730,521	0.7%
Parking	877,810	-	877,810	0.0%
Transit	14,473,771	-	14,473,771	0.0%
Storm Water Utility	4,062,763	(205,222)	3,857,541	-5.1%
Ames/ISU Ice Arena	606,989	-	606,989	0.0%
Homewood Golf Course	276,896	-	276,896	0.0%
Resource Recovery	4,084,252	(130,000)	3,954,252	-3.2%
	136,604,491	785,925	137,390,416	0.6%

REVENUE SUMMARY BY FUND, continued

	2017/18 Adjusted	2017/18 Final Changes	2017/18 Final Amended	% Change From Adjusted
<i>Debt Service Fund</i>	15,785,561	75,684	15,861,245	0.5%
<i>Internal Service Funds:</i>				
Fleet Services	4,369,137	4,350	4,373,487	0.1%
Information Technology	2,513,991	32,087	2,546,078	1.3%
Risk Management	2,483,826	-	2,483,826	0.0%
Health Insurance	8,649,810	-	8,649,810	0.0%
	<u>18,016,764</u>	<u>36,437</u>	<u>18,053,201</u>	<u>0.2%</u>
	<u>248,736,100</u>	<u>1,420,078</u>	<u>250,156,178</u>	<u>0.6%</u>

EXPENDITURE SUMMARY BY FUND

	2017/18 Adjusted	2017/18 Final Changes	2017/18 Final Amended	% Change From Adjusted
General Fund	38,876,825	1,100	38,877,925	0.0%
Special Revenue Funds:				
Local Option Sales Tax	11,375,487	-	11,375,487	0.0%
Hotel/Motel Tax	2,224,942	-	2,224,942	0.0%
Road Use Tax	11,025,703	5,125	11,030,828	0.1%
Public Safety Special Revenues	98,850	-	98,850	0.0%
City-Wide Housing Programs	52,963	-	52,963	0.0%
CDBG Program	1,124,398	-	1,124,398	0.0%
Employee Benefit Property Tax	2,030,326	-	2,030,326	0.0%
Police/Fire Retirement	40,000	-	40,000	0.0%
Parks & Rec Grants/Donations	12,938	-	12,938	0.0%
Library Friends Foundation	296,753	31,283	328,036	10.5%
Library Future Needs	-	-	-	
Library Grants/Donations	114,405	180,818	295,223	158.1%
Utility Assistance	15,000	-	15,000	0.0%
Miscellaneous Donations	8,450	-	8,450	0.0%
Developer Projects	26,817	-	26,817	0.0%
Tax Increment Financing (TIF)	647,052	-	647,052	0.0%
	29,094,084	217,226	29,311,310	0.8%
Capital Project Funds:				
Special Assessments	489,335	-	489,335	0.0%
Street Construction	10,660,035	78,910	10,738,945	0.7%
Airport Construction	166,000	12,371	178,371	7.5%
Park Development	139,720	-	139,720	0.0%
General Obligation Bonds	18,625,498	75,684	18,701,182	0.4%
	30,080,588	166,965	30,247,553	0.6%
Enterprise Funds:				
Water Utility	31,045,790	30,401	31,076,191	0.1%
Sewer Utility	20,045,988	(3,876)	20,042,112	0.0%
Electric Utility	75,037,964	378,359	75,416,323	0.5%
Parking	1,024,796	15,000	1,039,796	1.5%
Transit	14,888,920	-	14,888,920	0.0%
Storm Water Utility	6,392,884	(302,614)	6,090,270	-4.7%
Ames/ISU Ice Arena	623,122	-	623,122	0.0%
Homewood Golf Course	259,560	-	259,560	0.0%
Resource Recovery	5,094,128	(208,875)	4,885,253	-4.1%
	154,413,152	(91,605)	154,321,547	-0.1%
Debt Service Fund	16,052,166	-	16,052,166	0.0%

EXPENDITURE SUMMARY BY FUND, continued

	2017/18 Adjusted	2017/18 Final Changes	2017/18 Final Amended	% Change From Adjusted
<i>Internal Service Funds:</i>				
Fleet Services	4,908,912	37,800	4,946,712	0.8%
Information Technology	3,481,260	78,865	3,560,125	2.3%
Risk Insurance	2,445,273	-	2,445,273	0.0%
Health Insurance	8,383,705	-	8,383,705	0.0%
	19,219,150	116,665	19,335,815	0.6%
	287,735,965	410,351	288,146,316	0.1%

FINAL AMENDMENT FUND CHANGES

General Fund

The General Fund's expenses have been increased by \$1,100 to provide additional funds to Animal Control for the trapping and removal of beavers from residential areas.

Local Option Sales Tax

Savings of \$42,684 from three Parks and Recreation CIP projects (Ada Hayden Prairie Restoration, \$22,865; River Valley Park Baseball Field Removal, \$12,669; and River Valley Park Softball Field Renovations, \$7,150) have been transferred to the Water Utility Fund for the North River Valley Low Head Dam project. The change from budgeted expenses to a transfer will not affect the Local Option Sales Tax Fund's projected balance.

Road Use Tax

Road Use Tax expenses have been increased by \$5,125 for this fund's share of expenses added to Public Works Administration's operating budget. The additions include the new citizen reporting app, website updates, and funds for CIP project development.

Library Special Revenue Funds

A new fund, Library Future Needs, has been set up for the bequest and donation funds remaining from the Library Renovation project. These funds (\$178,526) are being transferred from the current Library Donations and Grants Fund and will, along with future bequests and donations earmarked for a similar purpose, be held in the new fund for future large Library projects.

Funding of \$33,575 has also been added for the digitization of microfilm reels of past issues of the Ames Tribune. This project will be funded through the Library Friends Foundation (\$31,283) and other donations (\$2,292).

Street Construction Fund

Street Construction Fund revenues have been increased by \$78,910 to reflect IDOT funding for the Accessibility Enhancements program (\$5,000), additional developer funding for the West Lincoln Way Intersection Improvements project (\$65,340), and additional MPO funding for the 2015/16 Arterial Streets/13th Street project (\$8,570). The budgeted expenses for the projects have also been increased by the same amounts, resulting in no net change on the projected ending fund balance in the Street Construction Fund.

Airport Construction Fund

Airport Construction Fund revenues have been increased by \$264,596 to reflect the final grant and outside funding received for the Airport Terminal project. The revenue increases consist of FAA funding (\$102,225), state grant funds (\$150,000), and a reimbursement from the FBO for furniture purchased at their request (\$12,371).

Expenses for the project have been increased by \$12,371 to reflect the FBO furniture purchase. The net effect on the Airport Construction Fund's balance is an increase of \$252,225.

FINAL AMENDMENT FUND CHANGES

G.O. Bond Funds

Bond fund expenses have been increased by \$75,684 to reflect the transfer of the remaining funds to close the 2012 and 2013 G.O. bond issue funds. The balance in each fund has been transferred to the Debt Service fund.

Unallocated project funds remaining in the 2015 G.O. bond issue have also been re-allocated to the Airport Terminal project (\$65,000) and Seal Coat Pavement Improvements (\$75,000).

Water Utility Fund

Projected Water Utility revenues have been increased by \$484,510. Of this total, \$468,226 relates to updated projections in metered charges, contract sales, and interest revenue. The remaining \$16,284 reflects changes in funding for the North River Valley Low Head Dam project. An additional \$42,684 in Parks and Recreation CIP project savings is being transferred from Local Option Sales. Projected donations and in-kind revenues have been reduced by \$26,400 to match the Council Action Form presented to City Council on April 10, 2018.

Expenses in the Water Utility Fund have been increased by \$16,275 to reflect changes to the budget for the North River Valley Low Head Dam project. Additional funding of \$74,000 has been shifted from the Ada Hayden Water Quality project (\$24,000) and the Source Water Protection Plan project (\$50,000). An additional transfer of \$42,684 from Parks and Recreation CIP savings in Local Option Sales Tax has been made, as well as a reduction in the budget to reflect the expenses funded through grants, donations, and in-kind services (\$26,409).

The Water Utility Fund's operating expenses have also been increased by \$14,126. The additional expenses include the Water Utility Fund's share of HVAC repairs and landscaping at the Technical Services Complex (TSC) and the Public Works citizen reporting app.

The net effect of the revenue and expense changes in the Water Utility Fund is a projected increase in the fund balance of \$454,109.

Sewer Utility Fund

Sewer Utility revenues have been increased by \$147,262 to reflect updated projections in metered charges, contract charges, and interest revenue.

Operating expenses have been reduced by \$3,876, resulting in a projected net increase to the fund balance of \$151,138.

Electric Utility Fund

Projected Electric Utility revenues have been increased by \$489,375. While MEC zonal transmission revenue has been decreased by \$600,000 to better reflect current revenue trends, this reduction has been more than offset by increases in other revenue categories, such as BP Canada gas sales and interest revenue.

FINAL AMENDMENT FUND CHANGES

Electric Utility CIP funding has been shifted between the following projects for no net increase or decrease:

• Top-O-Hollow Substation Reconstruction	\$1,467,562
• Electric Distribution Roof	7,130
• 69 kV Transmission Reconstruction	(800,000)
• 69 kV Switchyard Relay/Controls	(341,123)
• Street Light LED Retrofits	(271,843)
• Unit 7 Crane Repair	(61,726)

Additional funding of \$300,000 has been added to the budget for Electric's Demand Side Management (DSM) program to cover the projected expenses for 2017/18.

Operating expenses in Electric Services have also been increased by \$78,359 for additional consulting and advertising for the SunSmart program (\$47,400), an electric vehicle charging station at Bandshell Park (\$18,872), improvements to Electric Service's computer network (\$32,087), and to cover a shortfall in fleet replacement funds available to purchase a maintenance vehicle at the Power Plant (\$4,350). The Power Plant's operating costs were reduced by \$24,350 to partially offset the expense increase.

The net effect of the changes to the Electric Utility Fund's revenues and expenses is a projected increase to the fund balance of \$111,016.

Transit Fund

Transit Fund expenses have been increased by \$15,000 to cover the cost of additional consulting work to be done for CyRide's compliance with the Affordable Care Act.

Storm Water Utility Fund

The Storm Water Utility's revenues have been decreased by \$205,222 to reflect budgeted FEMA grant funds that weren't needed for the Squaw Creek Water Main Protection project.

Projected expenses in the Storm Water Utility Fund have been decreased by \$302,614 to reflect completed projects: Squaw Creek Water Main Protection (\$240,863), 2014/15 Low Point Drainage (\$10,855), and 2015/16 Low Point Drainage (\$50,896).

The net effect of the changes to the Storm Water Utility's revenues and expenses is a projected increase to the fund balance of \$97,392.

Resource Recovery

Resource Recovery revenues have been decreased by \$130,000 to reflect updated projections in the sale of Resource Derived Fuel (RDF) to the Electric Utility. To offset the revenue decrease, expenses have also been reduced by \$208,875 in multiple categories. The net effect on Resource Recovery's fund balance is a projected increase of \$78,875.

FINAL AMENDMENT FUND CHANGES

Debt Service

The transfers to close the 2012 and 2013 G.O. bond issue funds have increased the projected fund balance in the Debt Services Fund by \$75,684.

Fleet Services

Fleet Service's revenues have been increased by \$4,350 to reflect funds being transferred from Electric Services to cover a shortfall in fleet replacement funds being used to replace a maintenance vehicle at the Power Plant.

Expenses in the Fleet Services Fund have been increased by \$37,800 for the purchase of the Power Plant maintenance vehicle (\$28,000), and to refurbish one of the City's brine tanks (\$9,800).

Information Technology

Information Technology's revenues have been increased by \$32,087 to reflect a transfer from Electric Services for their share of network improvements being made by Information Technology.

Expenses have been increased by \$78,865 for laptop mounts for new Police squad vehicles (\$22,000), network improvements at Electric Services (\$47,087), and a robot schedule enterprise for the financial server (\$9,778).

**NOTICE OF PUBLIC HEARING
AMENDMENT OF FY2017-2018 CITY BUDGET**

Form 653.C1

The City Council of Ames in STORY County, Iowa
will meet at City Hall, 515 Clark Avenue, Ames, IA
at 6:00 PM on 5/22/2018
(hour) *(Date)*

for the purpose of amending the current budget of the city for the fiscal year ending June 30, 2018
(year)

by changing estimates of revenue and expenditure appropriations in the following programs for the reasons given. Additional detail is available at the city clerk's office showing revenues and expenditures by fund type and by activity.

		Total Budget as certified or last amended	Current Amendment	Total Budget after Current Amendment
Revenues & Other Financing Sources				
Taxes Levied on Property	1	28,067,952	0	28,067,952
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	28,067,952	0	28,067,952
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	671,076	0	671,076
Other City Taxes	6	10,162,618	0	10,162,618
Licenses & Permits	7	1,573,628	0	1,573,628
Use of Money and Property	8	10,852,137	415,859	11,267,996
Intergovernmental	9	34,745,786	60,573	34,806,359
Charges for Services	10	288,184,220	-253,971	287,930,249
Special Assessments	11	489,335	0	489,335
Miscellaneous	12	6,725,916	849,411	7,575,327
Other Financing Sources	13	30,649,627	14,875	30,664,502
Transfers In	14	16,248,276	296,894	16,545,170
Total Revenues and Other Sources	15	426,370,571	1,383,641	429,754,212
Expenditures & Other Financing Uses				
Public Safety	16	19,411,783	1,100	19,412,883
Public Works	17	5,995,145	5,125	6,000,270
Health and Social Services	18	1,376,394	0	1,376,394
Culture and Recreation	19	8,916,787	33,575	8,950,362
Community and Economic Development	20	4,750,966	0	4,750,966
General Government	21	2,881,502	0	2,881,502
Debt Service	22	16,052,166	0	16,052,166
Capital Projects	23	41,702,017	48,597	41,750,614
Total Government Activities Expenditures	24	101,086,760	88,397	101,175,157
Business Type / Enterprises	25	318,965,960	-11,377	318,954,583
Total Gov Activities & Business Expenditures	26	420,052,720	77,020	420,129,740
Transfers Out	27	16,248,276	296,894	16,545,170
Total Expenditures/Transfers Out	28	436,300,996	373,914	436,674,910
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out for Fiscal Year	29	-7,930,425	1,009,727	-6,920,698
Beginning Fund Balance July 1	30	662,663,780	0	662,663,780
Ending Fund Balance June 30	31	654,733,355	1,009,727	655,743,082

Explanation of increases or decreases in revenue estimates, appropriations, or available cash:

This is the Council-approved amendment per the City Manager's recommendation.

There will be no increase in tax levies to be paid in the current fiscal year named above. Any increase in expenditures set out above will be met from the increased non-property tax revenues and cash balances not budgeted or considered in this current budget. This will provide for a balanced budget.

Diane R. Voss
City Clerk/Finance Officer

COUNCIL ACTION FORM

SUBJECT: VACATION OF TWO ELECTRIC EASEMENTS AND ONE SANITARY SEWER EASEMENT AT 530 & 900 SE 16TH STREET

BACKGROUND:

A site plan for a new Menards store at 530 and 900 SE 16th Street was submitted and is currently under review by City of Ames staff. As part of the site plan review process, it was determined that two existing electric easements and one existing sanitary sewer easement need to be vacated. The electric easements can both be vacated because they will no longer be of use. The sanitary sewer easement may be vacated because the location does not match the actual location of the sanitary sewer mains. A new sanitary sewer easement will be secured in the correct location as part of the final plat process. All three easements were granted to the City of Ames and only the City will be impacted by their vacation.

Attachment A is a map showing the location of the easements proposed to be vacated.

ALTERNATIVES:

1. Set the date of public hearing as May 22, 2018 to approve the vacation of the aforementioned easements at 530 & 900 SE 16th Street.
2. Reconsider the vacation of the aforementioned easements at 530 & 900 SE 16th Street.

CITY MANAGER'S RECOMMENDED ACTION:

The two electric easements can be vacated because they will no longer be of use to the City. The sanitary sewer easement should be vacated because it is not located over the existing sewer mains. A new sanitary sewer easement will be secured in the correct location prior to site plan approval. **Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as noted above.**

ATTACHMENT A



LEGEND:

- DECIDUOUS TREE
- CONTOUR LINE
- SPOT ELEVATION
- WATER LINE
- WATER VALVE
- FIRE HYDRANT
- SANITARY SEWER LINE
- STORM SEWER LINE
- MANHOLE
- CLEANOUT
- INTAKE
- BEEHIVE INTAKE
- OVERHEAD ELECTRICAL LINE
- POWER POLE
- GUY ANCHOR
- TRAFFIC SIGNAL
- STREET LIGHT
- GAS LINE
- TELEPHONE LINE
- TELEPHONE PEDESTAL
- PARCEL OR LOT CORNER MONUMENT
- SURVEY CONTROL POINT / BENCHMARK

PROJECT BENCHMARKS:

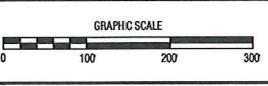
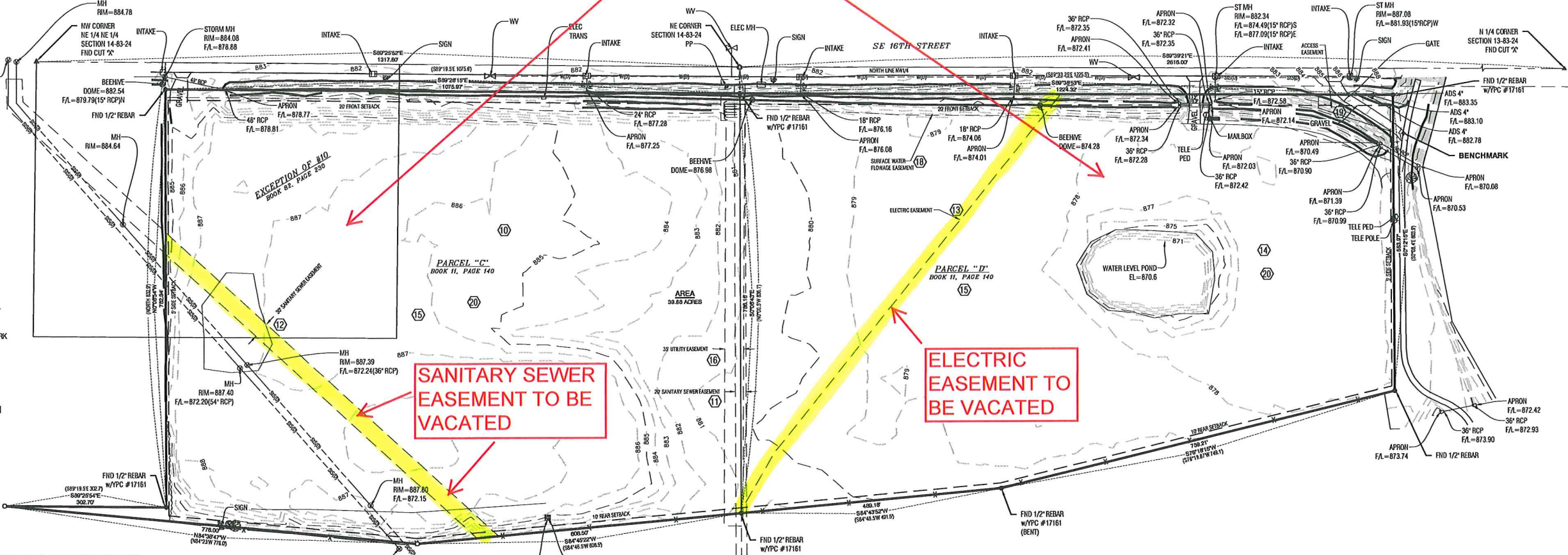
1. NORTHING: 63465960.84
- EASTING: 4895184.22
- ELEVATION: 879.88'
- DESCRIPTION: CUT "X" ON BIKE PATH EAST SIDE OF PROJECT SITE

UTILITY LINETYPES WITH A QUALITY LEVEL INDICATOR (B) HAVE BEEN LOCATED PER THE FOLLOWING ASCE STANDARD GUIDELINE FOR THE COLLECTION & DEPICTION OF EXISTING SUBSURFACE UTILITY DATA:

- (A) - PRECISE HORIZONTAL & VERTICAL LOCATION OF UTILITIES OBTAINED BY THE ACTUAL EXPOSURE (OR VERIFICATION OF PREVIOUSLY EXPOSED & SURVEYED UTILITIES) & SUBSEQUENT MEASUREMENT OF SUBSURFACE UTILITIES, USUALLY AT A SPECIFIC POINT. MINIMALLY INTRUSIVE EXCAVATION EQUIPMENT IS TYPICALLY USED TO MINIMIZE THE POTENTIAL FOR UTILITY DAMAGE. A PRECISE HORIZONTAL & VERTICAL LOCATION, AS WELL AS OTHER UTILITY ATTRIBUTES, IS SHOWN ON PLAN DOCUMENTS. ACCURACY IS TYPICALLY SET TO 15- MM VERTICAL & TO APPLICABLE HORIZONTAL SURVEY & MAPPING ACCURACY AS DEFINED OR EXPECTED BY THE PROJECT OWNER.
- (B) - INFORMATION OBTAINED THROUGH THE APPLICATION OF APPROPRIATE SURFACE GEOPHYSICAL METHODS TO DETERMINE THE EXISTENCE & APPROXIMATE HORIZONTAL POSITION OF SUBSURFACE UTILITIES. QUALITY LEVEL B DATA SHOULD BE REPRODUCIBLE BY SURFACE GEOPHYSICS AT ANY POINT OF THEIR DEPICTION. THIS INFORMATION IS SURVEYED TO APPLICABLE TOLERANCES DEFINED BY THE PROJECT & REDUCED ONTO PLAN DOCUMENTS.
- (C) - INFORMATION OBTAINED BY SURVEYING & PLOTTING VISIBLE ABOVE-GROUND UTILITY FEATURES & BY USING PROFESSIONAL JUDGEMENT IN CORRELATING THIS INFORMATION TO QUALITY LEVEL D INFORMATION.
- (D) - INFORMATION DERIVED FROM EXISTING RECORDS OR ORAL RECOLLECTIONS.

NOTE:

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



NO.	REVISION	BY	DATE	NO.	REVISION	BY	DATE

CGA Clappadille-Garber Associates, Inc.
16 East Main Street
Marshalltown, Iowa 50158
Ph 641-752-6701
www.cgaconsultants.com

DESIGNED: - - - - - DATE: - - - - -
DRAWN: CAD DATE: 6-19-2017
CHECKED: - - - - - DATE: - - - - -
APPROVED: - - - - - DATE: - - - - -

MENARD, INC.
AMES, IOWA

ALTA/NSPS LAND TITLE SURVEY
(2016)

PROJECT NO.
5654.05
SHEET NO.
1 OF 2

J:\5654_2017\BldgSurvey\ALTA\5654-ALTA_Sheet 2.dwg - CGA 5/6/2018 Pmr - 05:25:17 - 2:28pm - cad2018

SUBJECT: ELECTRIC UTILITY EASEMENT VACATION – 404 S. 4TH ST.

BACKGROUND:

A developer has recently purchased properties at 322, 330, 334, 404, and 408 S. 4th Street. The developer has demolished the single family homes on these lots with the intent of combining the lots into one parcel and constructing an apartment building. A site plan for the apartment building is currently under review by the Development Review Committee.

There is an existing buried electric line crossing the property at 404 S. 4th Street. This line and corresponding easement conflict with the footprint of the new apartment building. The Developer has agreed to pay for the relocation of the buried electric line and grant a new easement to the City. With the electric line relocation, the existing easement will no longer be necessary.

The property owner is in the process of combining the lots into one parcel. As a part of this process, the existing easement will be vacated. Staff will coordinate separately with the developer to obtain a new easement to reflect the new electric facility installation location.

The existing easement vacation would be recorded in conjunction with the new plat of the parcel in order to protect the City's interest with regards to the electric line that is currently within the easement area. **It is understood that the new easement will need to be signed by the property owner prior to recording of this vacation request.**

A map of the area is shown in Exhibit A.

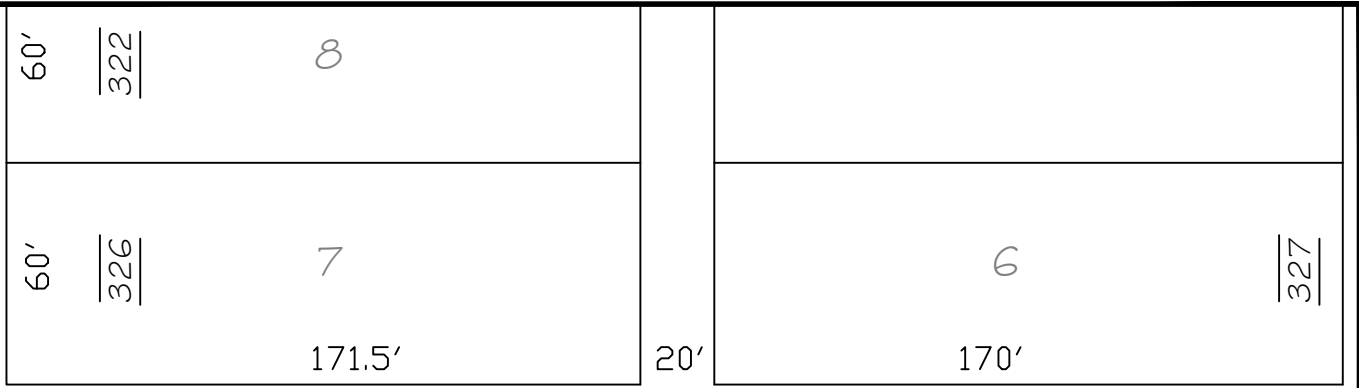
ALTERNATIVES:

1. Set a date of public hearing for May 22, 2018 to approve vacation of the electric utility easement at 404 S. 4th Street.
2. Do not set the date of public hearing to vacate the existing electric utility easement.

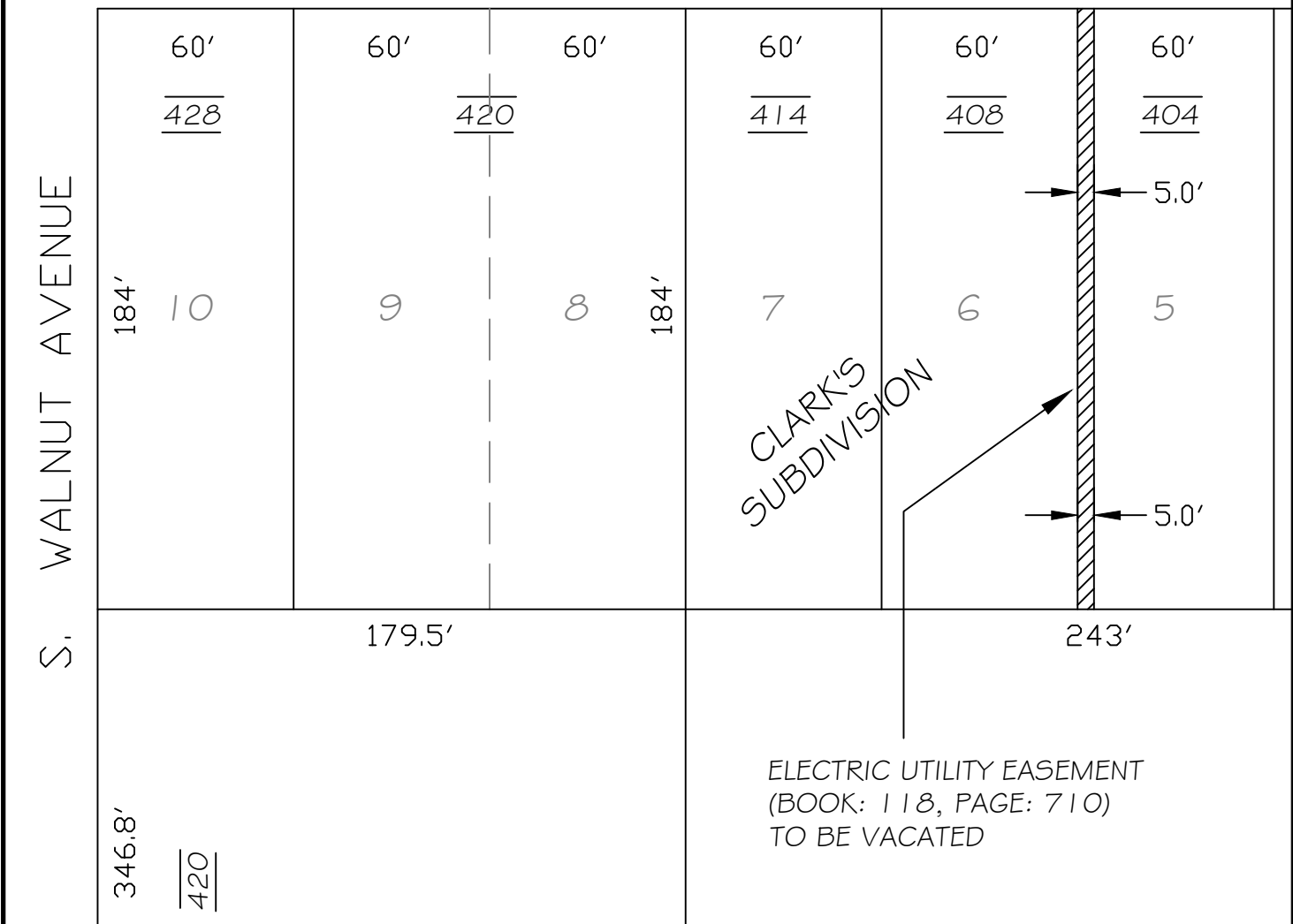
MANAGER'S RECOMMENDED ACTION:

By vacating the existing easement after obtaining a new easement, the City's interests with regards to the electric line will continue to be protected and the existing easement will no longer be located under the existing building thereby facilitating the construction of a new apartment building.

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



S. 4TH STREET



CLARK'S
SUBDIVISION

ELECTRIC UTILITY EASEMENT
(BOOK: 118, PAGE: 710)
TO BE VACATED



ELECTRIC UTILITY
EASEMENT VACATION

404 S. 4TH STREET
CLARK'S SUBDIVISION, LOT 5

Drawn: MEI 5/1/18	Drawing Number	
Checked:	EXHIBIT "A"	
Approved:	Sheet 1 of 1	Scale: 1" = 50'

COUNCIL ACTION FORM

SUBJECT: CONVEYANCE OF VACATED ALLEY RIGHT-OF-WAY IN BLACK'S SECOND ADDITION ADJACENT TO 315 S 2ND STREET

BACKGROUND:

City of Ames staff has been approached by the owner of 315 S 2nd Street about purchasing already vacated, City-owned land that lies adjacent to their property. This was brought to City staff's attention after an error was found on the County Assessor's land records indicating that the owner of 315 S 2nd Street also owned half of the already-vacated alley. See Attachment A for County Assessor's map.

Upon receiving this citizen request, City staff completed some research about this area and found that City Council vacated the entire alley by Ordinance 2711, recorded in Book 151, Page 29 on April 13, 1979 (Attachment B shows City Council minutes from that meeting). Note that there is also Ordinance 2521 dated July 22, 1975 (Attachment C shows City Council minutes from that meeting), that vacated the same alley. As noted in the City Council meeting minutes from 1979, there were two alleys in that block and therefore it was not clear which alley was referenced in the 1975 action and therefore action was again taken in 1979 for clarification.

Within that same City Council action, the west half of the alley was conveyed to the abutting property owner in the amount of \$75. Offering the west half of a vacated alley to the west adjacent property owner and the east half of the vacated alley to the east adjacent property owner was standard policy then, as it still is today. The City has record of a Quit Claim Deed (DED 625) to Ed Sorenson for the west 10' of the alley recorded in Book 176, Page 181 of L.T.D. on April 26, 1979 (Attachment D). The City also has an electrical easement (EAS 0081) over the west 10' of the vacated alley, recorded in Book 151, Page 229 on April 26, 1979.

The City also has record of a Quit Claim Deed (DED 626) for the east 10' of the alley abutting original Lot 6 (the north 89.33') being conveyed to Vern Millard that was recorded in Book 177, Page 171 on May 31, 1979 (Attachment E) in the amount of \$75. There's also an easement over that section recorded in Book 152, Page 264 on May 31, 1979. However, original Lot 7 includes the remaining property abutting the alley to the east and no record was found that conveyed the vacated alley to Lot 7.

The property to the east of the vacated alley is now 315 S 2nd Street, which includes the parts of original Lots 6 and 7 that were adjacent to the alley. The owner is now making an official request to purchase the east 10' of the vacated alley abutting Lot 7 from the City. The value of the vacated alley could be determined in a number of ways.

- **In accordance with the City policy for selling alleys and other city property, the value of the land area is calculated at \$2,114.72.** This amount includes a deduction of 15 percent for the City to retain an easement over the area and an additional deduction of 10 percent for transfer using a Quit Claim Deed.
- In comparison, the original transfers of the other parts of the alley were made for **\$75 in 1979. Using a nominal 3% inflation rate, this now equates to \$237.52.**
- Story County Assessor's office has been including the vacated alley as part of the subject property and thus, the property owner has paid \$5,762 of property taxes on this public alley since 1979. **Thus, a case could be made that the value of the vacated alley has already been paid over time through property taxes and the land should be conveyed at no cost.**

The legal description of this area is: the east half of the vacated alley abutting the west lot line of Lot 7 of Block 3, Black's Second Addition to Ames, Story County, Iowa, in the 5th p.m.

ALTERNATIVES:

1. Set the date of public hearing as May 22, 2018, to approve the conveyance of the vacated alley adjacent to 315 S 2nd Street to 315 S. 2nd St., L.L.C. at no cost.

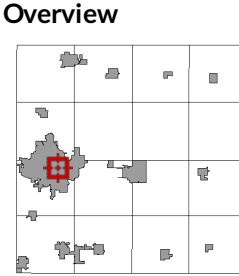
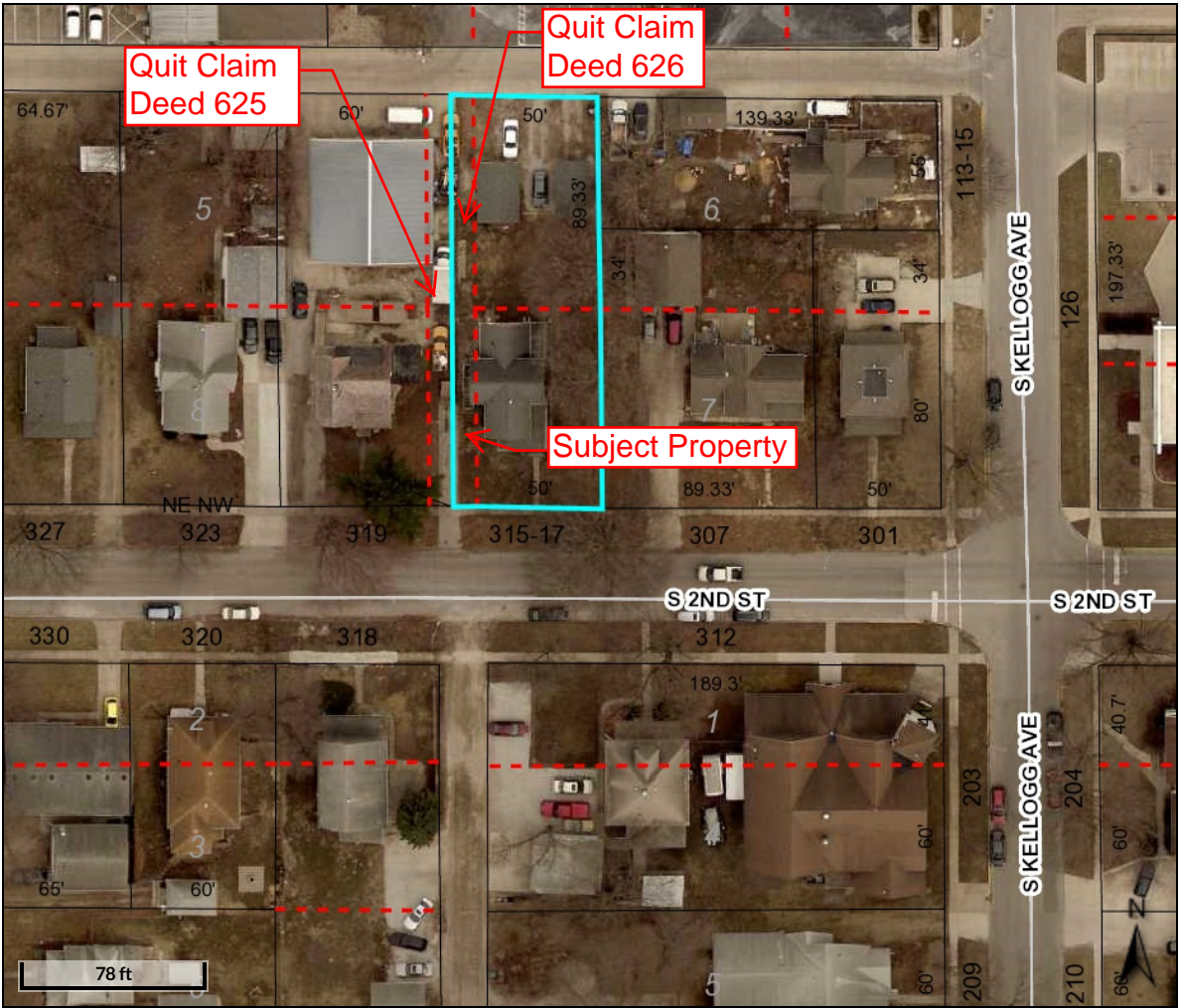
Under this alternative, the Quit Claim deed will not be given to the property owner until the utility easement is signed by property owner.

2. Set the date of public hearing as May 22, 2018, to approve the conveyance of the vacated alley adjacent to 315 S 2nd Street to 315 S. 2nd St., L.L.C. in the amount of \$237.52.
3. Set the date of public hearing as May 22, 2018, to approve the conveyance of the vacated alley adjacent to 315 S 2nd Street to 315 S. 2nd St., L.L.C. in the amount of \$2,114.72.
4. Reconsider conveyance of the vacated right-of-way.

MANAGER'S RECOMMENDED ACTION:

Conveyance of the already vacated right-of-way to the adjacent property owner will allow them to actually own what the County Assessor's Office has shown on the Assessor's map and for what the owner has already been paying through property taxes. Conveyance of a utility easement to the City by the property owner will enable city and private utilities to better maintain any existing infrastructure in the area. **If the conveyance is approved, a permanent utility easement will be prepared by staff and the Quit Claim deed will not be given to the property owner until utility easements have been signed.**

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby setting the date of public hearing as May 22, 2018, to approve the conveyance of the vacated alley adjacent to 315 S 2nd Street to 315 S. 2nd St., L.L.C. at no cost.



- Legend**
- Parcels
 - Lots
 - Townships
 - Corporate Limits
 - Road Centerlines

Parcel ID	0911125070	Alternate ID	0911125070	Owner Address	KRAMER, DWIGHT L & ZOEANN K
Sec/Twp/Rng	11-83-24	Class	R - Residential		58135 LINCOLN HIGHWAY
Property Address	315 S 2ND ST 317 AMES	Acreage	n/a		NEVADA IA 50201-7857
District	01001 - AMES CITY/AMES SCH				
Brief Tax Description	BLACKS 2ND ADD W50' LOTS 6 & 7 & E10' ALLEY ADJ ON W BLK 3 <i>(Note: Not to be used on legal documents)</i>				

Concerning Assessment Parcels and Platted Lots Within the City of Ames Jurisdiction:
 The solid parcel boundary lines represent the legal description as recorded and are not necessarily the official platted lot lines. Dashed lines are official platted lots. If a parcel contains dashed lines, please contact the Ames Planning & Housing Department (515-239-5400) to determine which lines can be recognized for building permit or zoning purposes. If you have questions regarding the legal description or parcel measurements, please contact the Story County Auditor's office (515-382-7210).

Date created: 4/30/2018
 Last Data Uploaded: 4/27/2018 11:42:51 PM

Voting nay: 0
Motion carried.

Vote on Resolution as amended 6-0. Resolution adopted, signed by the Mayor and hereby made a part of these minutes.

HEARING ON CONVEYANCE OF A PORTION OF VACATED PATRICIA DRIVE, Hearing was opened on the proposed conveyance of a portion of vacated Patricia Dr., between Opal and Emerald Dr., to the abutting property owners for the combined amount of \$410.78. There were no objections and the Mayor declared the hearing closed.

Motion by Huston, seconded by Shank to adopt the following resolutions:

- RESOLUTION NO. 79-153 approving conveyance of a portion of vacated Patricia Dr. to Ardith Teagarden Snook for the sum of \$210.26 and the granting back of an easement for utility purposes.
- RESOLUTION NO. 79-154 approving conveyance of a portion of vacated Patricia Dr. to Larry Roden for the sum of \$13.02 and the granting back of an easement for utility purposes.
- RESOLUTION NO. 79-155 approving conveyance of a portion of vacated Patricia Dr. to Lowell E. and Doris E. Richardson for the sum of \$187.50 and the granting back of an easement for utility purposes.

Roll call vote 6-0. Resolutions adopted, signed by the Mayor and hereby made a part of these minutes.

HEARING ON VACATING NORTH/SOUTH ALLEY IN BLOCK 3, BLACK'S 2ND ADDITION AND PROPOSING CONVEYANCE OF WEST HALF TO ED SORENSON: Hearing was opened on vacating the alley which is located between Washington Ave. and Kellogg Ave., running from Lincoln Way to 2nd St. There were no objections and the Mayor declared the hearing closed.

The City Attorney explained that Ordinance No. 2521 was adopted on July 22, 1975, which vacated an alley located in the same block, however, there are two alleys in the block and the ordinance did not specifically state which alley was vacated. The proposed new ordinance to vacate will correct the omission. Ed Sorenson, abutting property owner along the west half of the alley, has requested the west half be conveyed to him.

(Council concurred that...)

PROPOSED ORDINANCES

MOTION by Maxwell, seconded by Huston, to receive and file an ordinance amending the Municipal Code for the purpose of revising the provisions relative to disposal of garbage and solid waste in recognition of new facilities provided therefore. (Motion carried)

MOTION by Koerber, seconded by Pounds, to receive and file an ordinance amending the Municipal Code for the purpose of changing provisions with respect to dogs and cats at large, and to get input from the Parks and Recreation Commission. (Councilmember Huston had expressed a desire for a provision in the proposed ordinance for dogs to run on voice command in the City's parks at least part of the time.)

MOTION by Koerber, seconded by Nelson, to receive and file an ordinance amending the Municipal Code for the purpose of repealing obsolete provisions and enacting others relative to elections to bring them into conformance with state law. (Motion carried)

MOTION by Koerber, seconded by Nelson, to receive and file an ordinance amending the Municipal Code for the purpose of eliminating reference to 21 years as the legal age for the purchase of beer and liquor. (Motion carried)

MOTION by Koerber, seconded by Nelson, to receive and file an ordinance repealing Chapter 10 of the Municipal Code relating to civil service. (Motion carried)

MOTION by Koerber, seconded by Nelson, to receive and file an ordinance removing from the Municipal Code provisions with respect to circuses, shooting galleries and amusements generally. (Motion carried)

MOTION by Koerber, seconded by Nelson, to receive and file an ordinance amending the Municipal Code for the purpose of establishing a school stop on Thirtieth Street at Ferndale Avenue. (Motion carried)

MOTION by Koerber, seconded by Nelson, to receive and file an ordinance to amend the Municipal Code for the purpose of prohibiting parking at certain times on certain days on Eighth Street, between Grand and Duff Avenue. (Motion carried)

MOTION by Koerber, seconded by Nelson, to receive and file an ordinance to vacate the alley located in Block 3 of Black's Second Addition. (Motion carried)

INST # 08010
FEE \$ 3.00

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road
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QUIT CLAIM DEED

KNOW ALL MEN BY THESE PRESENTS:

That the City of Ames, Iowa, in consideration of the sum of seventy-five dollars (\$75.00) and the granting back to the City of Ames of an easement for utility purposes, receipt of which is hereby acknowledged, does hereby Quit Claim unto Edward E. Sorenson and Sharon R. Sorenson, husband and wife as tenants in common, all right, title, interest, estate, claim and demand in the following described real estate situated in Story County, Iowa, to-wit:

commencing at the northeast corner of Lot 5, Block 3, Black's Second Addition to Ames, Iowa, thence south along the east line of Lots 5 and 8, Block 3, Black's Second Addition, to the southeast corner of said Lot 8, thence east 10 feet; thence north to a point 10 feet east of the northeast corner of said Lot 5; thence west to the point of beginning.

08010
INST. NO. 08010
STORY COUNTY, IOWA
FILED FOR RECORD
APR 26 1979 P.M. 2:30
SUSAN L. POTTER, Recorder
By _____ Deputy

Words and phrases herein, including the acknowledgement hereof, shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender, according to the context.

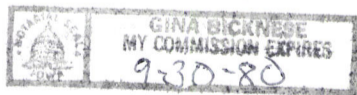
CITY OF AMES
GRANTOR

BY Lee Fellinginger
Lee Fellinginger, Mayor

Attest: _____
BY Mary E. Paul
Mary E. Paul, City Clerk

STATE OF IOWA, COUNTY OF STORY ss.

On this 24th day of April, A.D. 1979 before me, the undersigned, Notary Public in and for the State of Iowa, personally appeared Lee Fellinginger and Mary E. Paul to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of said city; that the seal affixed thereto is the seal of the said city; that said instrument was signed and sealed on behalf of said city by authority of its City Council and that the said Lee Fellinginger and Mary E. Paul as such officers acknowledged execution of said instrument to be the voluntary act and deed of said city, by it and by them voluntarily executed.



Gina Bicknese
Notary Public in and for
the State of Iowa

INST # 08991

FEE \$ 3.00

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RCM

QUIT CLAIM DEED

Attachment E

KNOW ALL MEN BY THESE PRESENTS:

That the City of Ames, Iowa, in consideration of the sum of seventy-five dollars (\$75.00) and the granting back to the City of Ames, of an easement for utility purposes, receipt of which is hereby acknowledged, does hereby Quit Claim unto Vern W. Millard and Ruby B. Millard, husband and wife, as joint tenants with full rights of survivorship and not as tenants in common all right, title, interest, estate, claim and demand in the following described real estate situated in Story County, Iowa, to-wit:

The eastern one half of the alley abutting Lot 6, Block 3, Black's Second Addition to the City of Ames, Iowa

Words and phrases herein, including the acknowledgement hereof, shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender, according to the context.

CITY OF AMES, GRANTOR

BY Lee Fellinger
Lee Fellinger, Mayor

Attest:

Mary E. Paul
Mary E. Paul, City Clerk

INST. NO. 08991
STORY COUNTY, IOWA
FILED FOR RECORD
10 42 A.M. MAY 3 1 1979
SUSAN L. POTTER, Recorder
By _____ Deputy

STATE OF IOWA, COUNTY OF STORY SS.

On this 29th day of May, A.D. 1979 before me, the undersigned, Notary Public in and for the State of Iowa, personally appeared Lee Fellinger and Mary E. Paul to me personally known, who being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of said city; that the seal affixed thereto is the seal of the said city; that said instrument was signed and sealed on behalf of said city by authority of its City Council and that the said Lee Fellinger and Mary E. Paul as such officers acknowledged execution of said instrument to be the voluntary act and deed of said city, by it and by them voluntarily executed.

NOTARY SEAL
GINA BICKNESE
MY COMMISSION EXPIRES
9-30-80

Gina Bicknese
Notary Public in and for the State of Iowa

COUNCIL ACTION FORM

SUBJECT: ELECTRICAL MAINTENANCE SERVICES CONTRACT FOR POWER PLANT

BACKGROUND:

On April 10, 2018, City Council approved preliminary plans and specifications for the Power Plant's Electrical Maintenance Services Contract. This contract consists of regular professional maintenance and repair to numerous circuit breakers, relays, and electrical circuits located Plant-wide. This contract consists of emergency service, as well as regularly planned repairs and services during scheduled outages.

This contract is to provide electrical maintenance services for the period from July 1, 2018 through June 30, 2019. The contract includes a provision that would allow the City to renew the contract for up to four additional one-year terms.

Bid documents were issued to eighteen companies and three plan rooms. The bid was advertised on the Current Bid Opportunities section of the Purchasing webpage and a Legal Notice was published on the websites of a contractor plan room service with statewide circulation and the Iowa League of Cities.

On May 9, 2018, bids were received from three companies as shown on the attached report.

Staff reviewed the bids and concluded, based on the time and material rates submitted that the apparent low bidder Tri-City Electric Company of Iowa, Davenport, IA, is acceptable.

The benefits of having a contract for these services in place include the following:

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

The approved FY 2018/19 operating budget for Electric Production includes \$135,000

for relay and breaker maintenance. Invoices will be based on contract rates for time and materials for services actually received.

ALTERNATIVES:

1. Award a contract for the Electrical Maintenance Services Contract for Power Plant to Tri-City Electric Company of Iowa, Davenport, IA, for hourly rates and unit prices bid, in an amount not-to-exceed \$135,000. The contract includes a provision that would allow the City to renew the contract for up to four additional one-year terms at stated rates.
2. Award a contract to one of the other bidders.
3. Reject all bids and purchase electrical maintenance services on an as-needed basis.

MANAGER'S RECOMMENDED ACTION:

This work is necessary to properly maintain relays, circuit breakers and electrical circuits and to carry out emergency and scheduled repairs resulting from equipment failures. This contract would establish rates for service and provide for guaranteed availability, thereby setting in place known rates for service and controlling the Plant's costs. Funds will be expended only as work is required and in accordance with approved invoices.

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



ITB 2018-143 Electrical Maintenance Services for Power Plant Bid Summary

DESCRIPTION	Tri-City Electric Company of Iowa, Davenport, IA			Midwest Engineering Consultants, LTD, Moline, IL			Electric Power Systems Kansas City, MO		
	Hourly Rate (ST)	Hourly Rate (OT)	Hourly Rate (DT)	Hourly Rate (ST)	Hourly Rate (OT)	Hourly Rate (DT)	Hourly Rate	Hourly Rate	Hourly Rate
Supervisor	\$83.30	\$112.75	\$145.00				\$135.00	\$175.00	\$175.00
Apprentice	\$33.95	\$44.20	\$55.30						
Foreman	\$79.00	\$108.50	\$140.00						
NETA Technician Level III				\$138.00	\$207.00	\$276.00			
Journeyman	\$76.00	\$104.25	\$135.00	\$100.00	\$150.00	\$200.00	\$135.00	\$175.00	\$175.00
Technician	\$90.00	\$115.00	\$150.00	\$114.00	\$171.00	\$228.00	\$135.00	\$175.00	\$175.00
Technician Level II	\$95.00	\$120.00	\$155.00						
Technician Level III	\$100.00	\$125.00	\$160.00						
Elect. Field Eng	\$125.00	\$150.00	\$180.00	\$165.00	\$248.00	\$330.00			
Principal (PE)				\$185.00	\$278.00	\$370.00			
Subsistence:	\$159.00 per day			\$180.00 per day			\$185.00 per day		
Travel:	\$65.00 per hour			Applicable Hourly Rate			\$135.00 per hour		
Mileage:	\$.50 per mile			\$.69 per mile			\$.55 per mile		
Material Costs:	Cost Plus 10%			Cost Plus 10 %			Cost Plus 15%		
Misc. Tools and Equipment Rates									
Generator (100 KW)							\$1,000/day + fuel		
All Terrain JLG							\$2,250 / day		
Proposed Price Increase for Renewal Periods:									
Labor Rates:	3% per year			2% per year			4% per year		
Travel & Subsistence:	3% per year			2% per year			4% per year		

COUNCIL ACTION FORM

SUBJECT: POWER PLANT SPECIALIZED WET DRY VACUUM, HYDRO BLAST AND RELATED CLEANING SERVICES CONTRACT

BACKGROUND:

On April 10, 2018, City Council approved preliminary plans and specifications for Specialized Wet Dry Vacuum, Hydro Blast, and Related Cleaning Services Contract. The Power Plant's two gas-fired, high-pressure steam generation units are referred to as Units No. 7 and 8. These units require regular professional maintenance and repair. This consists of emergency service, as well as regularly scheduled planned repairs and services during scheduled outages. The cleaning and special preparation of the boiler surfaces on these generation units requires professional tradecrafts and maintenance experts. Both units operate under environmental conditions with high heat and high pressure, resulting in slag and other industrial debris coating the boiler and other plant equipment surfaces. Prior to repair and maintenance work, it is necessary to have the surfaces professionally cleaned using high-pressure water jets and vacuums.

In order to clean the surfaces, outside contractors are used who can provide mobile high pressure generator trucks with hoses and lances to cut through and wash away the industrial debris coatings. These same firms have the industrial vacuum trucks that can accumulate and contain this industrial debris for proper disposal. The goal of this contract is to meet these requirements in the most economical manner.

This contract is to provide specialized industrial cleaning for the Power Plant for the period of July 1, 2018 through June 30, 2019. The contract includes a provision that would allow the City to renew the contract for up to four additional one-year terms.

Bid documents were issued to twenty-five companies and three plan rooms. The bid was advertised on the Current Bid Opportunities section of the Purchasing webpage and a Legal Notice was published on the websites of a contractor plan room service with statewide circulation and the Iowa League of Cities.

On May 9, 2018, bids were received from four companies as shown on the attached report. Upon the initial evaluation, staff determined that the bid submitted from W.S. Industrial Services, Inc., was non-responsive because it did not contain bid security along with the bid. This is a mandatory requirement.

Bidders for these services are asked to provide their specific costs for approximately 30 different service elements. Therefore, identifying the lowest bid

involves a thorough analysis of various scenarios that might be encountered throughout the life of this contract. Electric Services staff needs additional time to evaluate these three remaining bids to determine which one will provide these services at the lowest overall price.

ALTERNATIVES:

1. Accept the report of bids and delay award for the FY 2018/19 Specialized Wet Dry Vacuum, Hydro Blast, and Related Cleaning Services Contract.
2. Reject all bids and direct staff to rebid.

MANAGER'S RECOMMENDED ACTION:

This work is necessary to ensure that a qualified professional firm will respond to both scheduled and emergency needs for these specialized cleaning services, and will also control costs by having established billing rates.

By choosing alternative No. 1, staff will have enough time to evaluate each bid to ensure the City receives these services at the best price. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1 as stated above.



2018-145 SPECIALIZED WET DRY VACUUM, HYDRO BLAST, AND RELATED CLEANING SERVICES CONTRACT FOR POWER PLANT BID SUMMARY

HTH Companies, Inc Fort Dodge, IA	North American Industrial Services, Clinton, IA	Hydro-Klean Des Moines, IA	W.S. Industrial Services, Inc. Council Bluffs, IA
--------------------------------------	--	-------------------------------	--

DESCRIPTION	Unit	Rate/Bid Amount	Rate/Bid Amount	Rate/Bid Amount	
Wet Dry Vacuum Service:					
Vac truck	Hour	\$90.00	\$80.00	\$110.00	Bid is non-responsive. Did not supply bid security with bid.
Support truck	Hour	\$0.00	\$5.00	\$20.00	
Hose	Foot	\$1.25	\$1.50	\$2.00	
Operator / Lead service tech	Hour	\$40.00	\$32.00	\$50.00	
Operator / Lead service tech (OT)	Hour	\$54.00	\$40.00	\$65.00	
Service tech	Hour	\$33.00	\$29.00	\$45.00	
Service tech (OT)	Hour	\$45.00	\$36.25	\$60.00	
Hydro Blast Service:					
Hydro blast pump	Hour	\$137.50	\$115.00	\$170.00	
Industrial hydroblaster	Hour	n/a	\$115.00	n/a	
Support truck	Day	\$0.00	\$4.25	\$200.00	
Operator / Lead service tech	Hour	\$40.00	\$32.00	\$50.00	
Operator / Lead service tech (OT)	Hour	\$54.00	\$40.00	\$65.00	
Operator / Lead service tech (OD)	Hour	\$54.00	\$48.00	\$80.00	
Lead service tech	Hour	\$54.00	\$29.00	\$65.00	
Service tech	Hour	\$33.00	\$29.00	\$45.00	
Service tech (OT)	Hour	\$45.00	\$36.25	\$60.00	
Service tech (OD)	Hour	\$45.00	\$43.50	\$75.00	
Miscellaneous:					
Power washer	Day	\$100.00	\$250.00	\$250.00	
Vacuum pipe trailer	Day	\$100.00	\$0.00	\$250.00	
PPE kit	Each	\$0.00	\$24.00	\$50.00	
Confined space entry	Each	\$0.00	\$35.00	\$125.00	
Truck mounted water jet	Each	cost plus 10%	\$880.00	\$350.00	
Truck wash out	Each	\$200.00	\$0.00	\$350.00	
Liquid vacuum tanker truck	Day	cost plus 10%	\$880.00	\$750.00	
Incident spill response trailer	Day	\$500.00	\$100.00	\$250.00	
55 gal steel open top drum	Drum	cost plus 10%	\$100.00	\$75.00	
Sanitizer	Each	\$0.00	\$5.00	\$60.00/gal	
Waste Disposal	Drum	cost plus 10%	cost plus 10%	\$150.00 (estimate)	
Consumables: Cost Plus		10%	10%	15%	
Proposed price increases for <u>renewal periods</u> (if applicable):					
Labor Rates:	Per year	2%	2%	2%	
Travel & Subsistence	Per year	2%	2%	2%	
Equipment & Tools	Per year	2%	2%	2%	

COUNCIL ACTION FORM

SUBJECT: POWER PLANT MOTOR REPAIR CONTRACT

BACKGROUND:

On April 10, 2018, City Council approved preliminary plans and specifications for the Motor Repair Contract for the City's Power Plant. The City's Power Plant has two natural gas-fired, high-pressure steam turbine electric generating units which are referred to as Units No. 7 and 8. These units require regular professional maintenance and repair. This consists of regularly planned repairs and services during scheduled outages, as well as emergency service. The repair of these generating units requires professional trade crafts such as boilermakers, electricians/control technicians, steam/pipe fitters, and millwrights, to list a few. The units operate under environmental conditions with high heat and high pressure.

Due to these operational conditions, numerous motors are necessary to safely and reliably operate the Power Plant. All of this equipment must be professionally maintained, serviced, adjusted, repaired, and rebuilt. Rather than bid and get prices for this work multiple times per year with the inconsistency of work and quality as different vendors participate, this work is outsourced on an annual renewable contract basis.

This contract is to provide motor maintenance services for the period from July 1, 2018 through June 30, 2019. The contract includes a provision that would allow the City to renew the contract for up to four additional one-year terms.

Bid documents were issued to nine companies and four plan rooms. The bid was advertised on the Current Bid Opportunities section of the Purchasing webpage and a Legal Notice was published on the websites of a contractor plan room service with statewide circulation and the Iowa League of Cities.

On May 10, 2018, two bids with were received as shown on the attached report. Electric Services staff needs additional time to evaluate the bids to determine which one will provide these services at the lowest overall price.

ALTERNATIVES:

1. Accept the report of bids and delay award for the FY2018/19 Motor Repair Contract.
2. Award a contract to the apparent low bid.
3. Reject all bids and direct staff to rebid.

MANAGER'S RECOMMENDED ACTION:

This contract is necessary to properly maintain motors and to carry out emergency and scheduled repairs resulting from equipment failures. This contract should achieve a consistent, high quality diagnosis, repair and/or overhaul of a motor, and to return it to good operating condition with a minimum of delay and cost.

By choosing alternative No. 1, staff will have enough time to evaluate each bid to ensure the City receives these services at the best price. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1 as stated above.



2018-144 Motor Repair Contract for Power Plant Bid Summary

Electrical Engineering and Equipment Co. Windsor Heights, IA		Hupp Electric Motors Marion, IA	
IN SHOP S.T.	\$74.25	SUPERVISOR (ST)	\$75.00
IN SHOP O.T.	\$111.60	SUPERVISOR (OT)	\$112.50
IN SHOP D.T	\$148.50	SUPERVISOR (DT)	\$150.00
INSHOP SOLID STATE REPAIR	\$93.50	FOREMAN (ST)	\$75.00
IN SHOP BALANCING, first hour	\$128.70	FOREMAN (OT)	\$112.50
IN SHOP PRESSWORK	\$93.50	FOREMAN (DT)	\$150.00
OUTSIDE S.T.	\$93.50	TECHNICIAN (ST)	\$75.00
OUTSIDE O.T.	\$146.63	TECHNICIAN (OT)	\$112.50
OUTSIDE D.T.	\$195.50	TECHNICIAN (DT)	\$150.00
ON SITE SOLID STATE REPAIR, TROUBLE SHOOTING, PM'S	\$93.50		
OT	\$146.63		
DT	\$195.50		
ON SITE VIBRATION ANALYSIS AND BALANCING	\$93.50	TRAVEL & SUBSISTENCE	
OT	\$146.63	SUPERVISOR	\$55.00 per day
DT	\$195.50	CRAFT	\$55.00 per day
Mileage	\$0.98 / mile		
CRAFT TRAVEL	\$91.59	SUPERVISOR TRAVEL	\$50.00 per hour
MATERIAL COSTS:	Cost Plus 20%	MATERIAL COSTS:	Cost Plus 15%
Proposed Price Increase for Renewal Periods:			
Labor Rates:	1.5% per year	Labor Rates:	1% per year
Travel & Subsistence:	1% per year	Travel & Subsistence:	1% per year
* All labor rates listed above are per hour			

COUNCIL ACTION FORM

SUBJECT: VACATION OF THE RIGHT-OF-WAY ADJACENT TO 1604 TRUMAN DRIVE AND CONVEYANCE TO THE OWNERS OF SAID PROPERTY

BACKGROUND:

City staff has been approached by Marvin and Donna Orth, owners of 1604 Truman Drive, about vacating and acquiring the 25' x 130' right-of-way (ROW) adjacent to their property. This request is outlined in a letter dated April 12th (Attachment A).

In a situation such as this, the City's typical procedure is to inquire with all abutting property owners as to their interest in acquiring the property, and to value the property according to a standard valuation formula. **The valuation according to the City's standard formula (Attachment B) is \$13,357.50, which is based on adjacent land values minus 25% for easement and Quit Claim deed** (Attachment C). The other adjacent property owners at 1600 Truman Drive, David and Sal Posegate, have indicated in a separate letter (Attachment D) that they do not wish to purchase any portion of the ROW.

The letter from the Orth's requests that the City Council waive the City's standard ROW valuation formula, which is an adopted City Council policy. The Orth's indicate they have mowed, fertilized, planted grass seed, and aerated the area since 1990. Based on this maintenance investment, they have requested to be allowed to purchase the vacated ROW for \$3,000. They feel this amount is fair when considering what it would have cost the City to maintain the area over the past 28 years.

In 2010, a ROW area of identical size and dimensions in the same neighborhood was vacated. The valuation formula at that time calculated a value of \$9,896.26. However, one of the adjacent property owners had a private appraisal performed which valued that ROW area at \$2,308. The City Council agreed to that valuation and sold the vacated ROW for that amount.

The increase in value calculated by the City's ROW formula in 2010 compared to the value calculated for the identical parcel now in question indicates approximately 35% in land value appreciation (\$9,896.26 vs. \$13,357.50). A 35% increase from the 2010 parcel's actual purchase price of \$2,308 is \$3,116 – slightly higher than the \$3,000 offered by the Orth's.

In 1974, this section of ROW was originally platted for public use as a school driveway. However, that school was never constructed, and the area was developed into housing. A 10' wide public utility easement (PUE) currently exists along the south edge of the adjacent properties as shown on the vacation plat (Attachment E). Therefore, a

matching 10' wide easement will be continued through the south edge of this area as stated on the quit claim deed. Utility companies have been contacted, and no other easements are needed.

ALTERNATIVES:

1. a. Set the date of public hearing as June 12, 2018 for the 1st reading to approve the vacation of the 25' x 130' ROW adjacent to 1604 Truman Drive.
b. Set the date of public hearing as July 10, 2018 to approve the conveyance of the vacated ROW to the owners of 1604 Truman Drive (Marvin and Donna Orth) **for \$13,357.50 as determined by the adopted City Council policy.**
2. a. Set the date of public hearing as June 12, 2018 for the 1st reading to approve the vacation of the 25' x 130' ROW adjacent to 1604 Truman Drive.
b. Set the date of public hearing as July 10, 2018 to approve the conveyance of the vacated ROW to the owners of 1604 Truman Drive (Marvin and Donna Orth) **for \$3,000 as requested in their letter.**
3. a. Set the date of public hearing as June 12, 2018 for the 1st reading to approve the vacation of the 25' x 130' ROW adjacent to 1604 Truman Drive.
b. Set the date of public hearing as July 10, 2018 to approve the conveyance of the vacated ROW to the owners of 1604 Truman Drive (Marvin and Donna Orth) **for another amount identified by the City Council.**
4. Retain this land and deny the request to vacate the 25' x 130' ROW adjacent to 1604 Truman Drive.

MANAGER'S RECOMMENDED ACTION:

Because a previously proposed grade school will not be constructed south of the requesting property, this ROW no longer serves any public purpose and, therefore, could be made available for transfer to the abutting property owner. **The fact that the City has conveyed a similar parcel to an abutting owner in recent years for a substantially lower amount than the ROW formula would normally require is an important piece of information for the City Council to carefully consider. However, the City's ROW conveyance formula only provides guidance to staff based on a standardized process. That process calls for this parcel to be valued at \$13,357.50.**

Assuming the City Council wishes to follow the standard ROW valuation formula, it is therefore the recommendation of the City Manager that the City Council adopt Alternative #1, thereby setting a date of public hearing and preparing to convey the parcel in question for \$13,357.50 pursuant to the City's standard formula as described above.

ATTACHMENT A

April 12, 2018

To Whom It May Concern:

We are interested in purchasing the 130'x25' wide easement next to our property at 1604 Truman Drive. Our neighbors at 1600 Truman Drive are not interested in buying any of the area and I have attached a letter from them.

We would like to offer \$3,000.00 for the 130'x25' easement. We have mowed, fertilized, planted grass seed, and aerated the area since 1990.

We feel the \$12,750 asking price is high. Because we have maintained the easement for 28 years, we hope that you will take that into account. It is of no use to the city and has not been used or maintained by them, so please consider our offer.

Thank You,



Marv & Donna Orth
1604 Truman Drive
Ames, IA 50010

ATTACHMENT D

PROPOSED SALE OF CITY LAND

25' x 130' ROW area adjacent to 1604 Truman Drive

Address	Assessed SF	Assessed 2018 Land Value	\$/SF
1604 Truman Drive	10,400	\$ 51,200	\$ 4.92
1600 Truman Drive	10,140	\$ 57,200	\$ 5.64
1525 Reagan Drive	10,382	\$ 61,100	\$ 5.89

Average SF Cost	\$ 5.48
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ROW Abutting Address	Sale Area (SF)	Value of Sale Area	Value (Minus 25% for Deed & Easement)
1604 Truman Drive	3,250	\$ 17,810.00	\$ 13,357.50

ATTACHMENT C

S P A C E A B O V E R E S E R V E D F O R O F F I C I A L U S E

Exemption claimed: Iowa Code § 428A.2(6) Grantor is a governmental body

Send tax statement to: Marvin R. Orth and Donna J. Orth, 1604 Truman Drive,

Return document to: City Clerk, 515 Clark Avenue, Ames IA 50010

Document prepared by: Victoria A. Feilmeyer, City of Ames Legal Department, 515 Clark Ave., Ames, IA 50010 – 515-239-5146

Quit Claim Deed and Easement Reservation

KNOW ALL PERSONS: The Grantor, City of Ames, an Iowa municipal corporation, for valuable consideration, does hereby quit-claim and convey unto the Grantees, Marvin R. Orth and Donna J. Orth, as joint tenants with full rights of survivorship and not as tenants in common, all right, title, interest, estate, claim, and demand in the Real Property described as follows:

Lot A, Ninth Addition, Parkview Heights Subdivision of Ames, Iowa.

Easement Reservation. The City hereby reserves an easement over the South 10 feet (the 'Easement Area') of the Real Property as shown by the Vacation Plat attached hereto as Exhibit 'A' for electrical utility purposes, and the right to permit other utility companies to construct, and in the same manner, maintain its utility facilities, jointly or severally, upon, underground, over or across the real property. The scope of the easement includes the right to construct, reconstruct, maintain and use its electric lines, consisting of poles, wires, overhead or underground cables, fixtures, anchors, and other similar equipment or any part thereof, upon, underground, over or across the Real Property. The City also reserves a reasonable right of ingress and egress to the Easement Area from the public right of way adjacent to the Real Property. The easement reservation herein shall be binding upon successors and assigns.

Words and phrases herein, including the acknowledgement hereof, shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender, according to context.

Dated _____, 2018.

CITY OF AMES, IOWA

By:

Attest:

John A. Haila, Mayor

Diane R. Voss, City Clerk

STATE OF IOWA, COUNTY OF STORY, SS.: This instrument was acknowledged before me on _____, 2018, by John A. Haila and Diane R. Voss, as Mayor and City Clerk, respectively, of the City of Ames, Iowa.

Notary Public

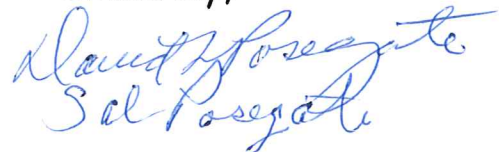
ATTACHMENT D

April 12, 2018

To Whom It May Concern:

This letter is to inform you that we are not interested in purchasing any of the 130'x25' easement. Our address is 1600 Truman Drive and the area is next to our property.

Sincerely,

Handwritten signature in blue ink, appearing to read "Dave & Sal Posegate".

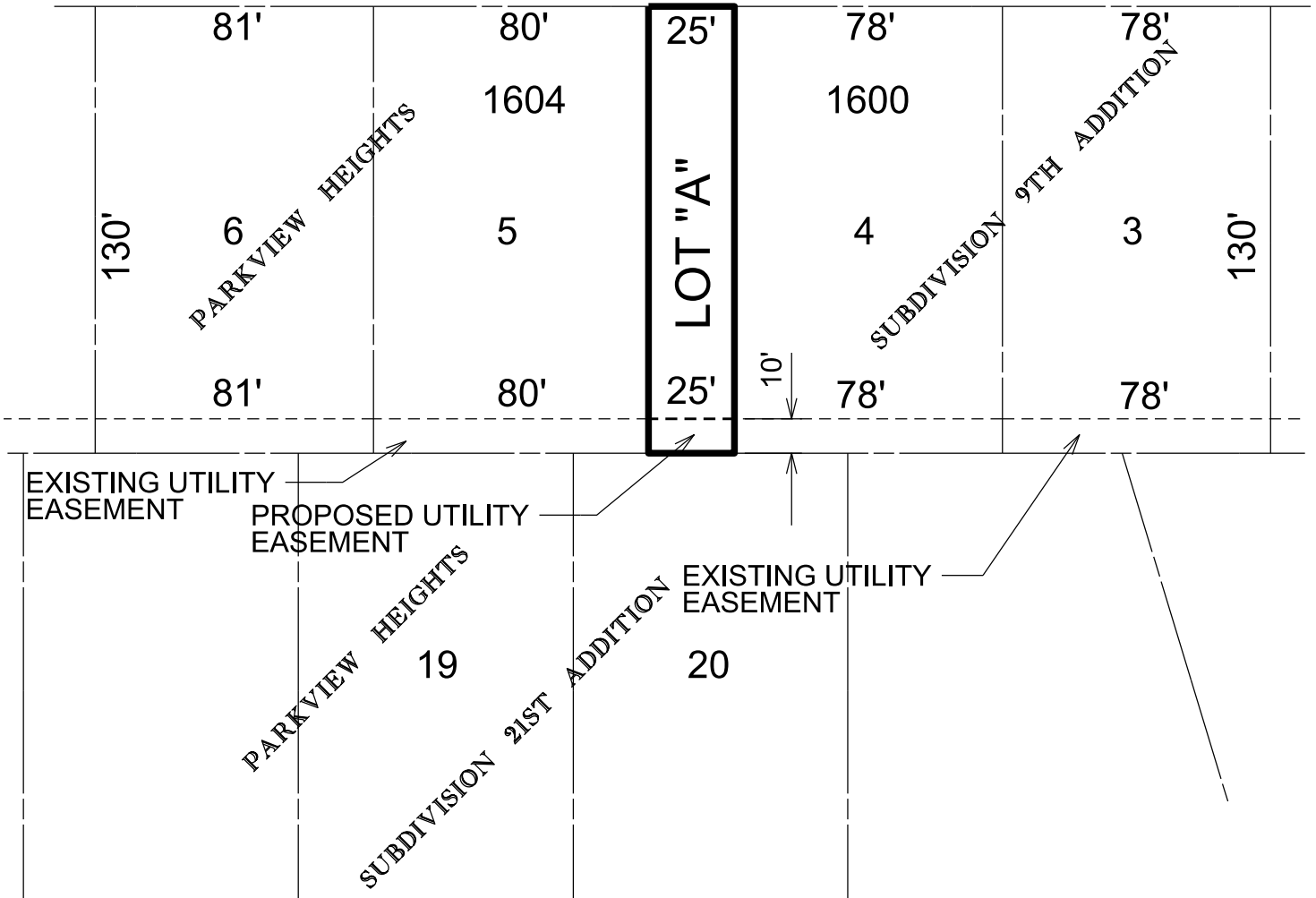
Dave & Sal Posegate
1600 Truman Drive
Ames, IA 50010

EXHIBIT 'A'

VACATION PLAT
CITY OF AMES, IOWA ENGINEERING DIVISION

DATE: 5/16/2018

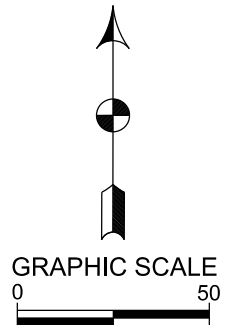
TRUMAN DRIVE



REAGAN DRIVE

LEGAL DESCRIPTION

LOT "A", NINTH ADDITION, PARKVIEW HEIGHTS SUBDIVISION OF AMES, IOWA.



DATE	05/16/18
SCALE	1" = 50'
DRAWN	MD
FIELD BOOK	1
SHEET	1