

**AGENDA
REGULAR MEETING OF THE AMES CITY COUNCIL
COUNCIL CHAMBERS - CITY HALL - 515 CLARK AVENUE
JANUARY 8, 2019**

NOTICE TO THE PUBLIC: The Mayor and City Council welcome comments from the public during discussion. **If you wish to speak, please complete an orange card and hand it to the City Clerk. When your name is called, please step to the microphone, state your name for the record, and limit the time used to present your remarks in order that others may be given the opportunity to speak.** The normal process on any particular agenda item is that the motion is placed on the floor, input is received from the audience, the Council is given an opportunity to comment on the issue or respond to the audience concerns, and the vote is taken. On ordinances, there is time provided for public input at the time of the first reading. In consideration of all, if you have a cell phone, please turn it off or put it on silent ring.

CALL TO ORDER: 6:00 p.m.

PROCLAMATION:

1. Proclamation for Slavery and Human Trafficking Prevention and Awareness Week, January 6-12, 2019

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 Meetings held December 11, 2018, and December 18, 2018
4. Motion approving certification of Civil Service applicants
5. Motion approving Report of Change Orders for December 1 - 15, 2018
6. Motion approving Report of Change Orders for December 16 - 31, 2018
7. Motion approving 5-day (January 18 - 23) Class C Liquor License for Whatcha Smokin BBQ+Brew at the Hansen Ag Building, 2508 Mortensen Rd
8. Motion approving 5-day (January 24 - 29) Class C Liquor License for Mucky Duck Pub, LLC at Reiman Gardens, 1407 University Blvd
9. Motion approving 5-day (January 23 - 28) Class C Liquor License for Dublin Bay Pub at Ames Ford Lincoln, 123 Airport Road
10. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class B Liquor & Sunday Sales- Quality Inn & Suites, Starlite Village Conference, 2601 E 13th St
 - b. Class C Liquor, Outdoor Service, & Sunday Sales - Café Beau, 2504 Lincoln Way
 - c. Class B Beer, Outdoor Service, & Sunday Sales - Torrent Brewing Co LLC, 504 Burnett Ave
 - d. Class C Liquor, Outdoor Service, & Sunday Sales - Chipotle Mexican Grill, 435 S Duff Avenue Ste #102
 - e. Class A Liquor & Sunday Sales - American Legion Post #37, 225 Main
 - f. Class C Liquor, Catering, Outdoor Service, & Sunday Sales - West Towne Pub, 4518 Mortensen Rd Ste #101
 - g. Class C Liquor, Catering, Outdoor Service, & Sunday Sales - Dublin Bay, 320 S 16th
 - h. Class E Liquor, Class B Wine, Class C Beer, & Sunday Sales - The Filling Station, 2400 University Blvd., pending Bond Certification
11. Resolution approving designation of City representatives to Central Iowa Regional Transportation Planning Alliance (CIRTPA)
12. Resolution approving appointment of Sean Carlton-Appleton to the Parks and Recreation Commission
13. Resolution approving Engineering Services Agreement with WHKS & Co., Ames, Iowa, for Campustown public improvements design (Welch Avenue) in an amount not to exceed \$139,000
14. 28E Agreement creating "StoryComm" to purchase and operate an interoperable communication system:
 - a. Resolution approving 28E Agreement among the City of Ames, Story County, Iowa State University,

- and Story County 9-1-1 Service Board to form StoryComm
- b. Resolution appointing Assistant City Manager Bob Kindred to serve as the City's representative on the StoryComm Board
- 15. Resolution approving addition of the City of Boone to the Intergovernmental Agreement for Combined Law Enforcement Investigations of Controlled Substances
- 16. Resolution approving RISE Grant Application for ISU Research Park Phase IV improvements (Collaboration Place & South Riverside Drive)
- 17. Resolution awarding contract to United Conveyor Corporation, Waukegan, IL for the Furnishing of Fly-Ash Conveying System Parts in the amount of \$127,141.95
- 18. Resolution approving contract and bond for 2018/19 Traffic Signal Program (Lincoln Way/Hyland Avenue)
- 19. Resolution approving contract and bond for WPC Facility Screw Pump Drive Replacement
- 20. WPC Biosolids Disposal Operation:
 - a. Resolution approving Change Order in the amount of \$28,233.85 to adjust for final quantities
- 21. Resolution accepting completion of 2017/18 Collector Street Pavement Improvements (Meadowlane)
- 22. Resolution accepting completion of 2017/18 Water System Improvement Program #2
- 23. Resolution approving Plat of Survey for 619 Burnett Avenue
- 24. Resolution approving partial completion of public improvements and reducing security for various additions of South Fork Subdivision (Wrap-Up Letter of Credit)

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 three minutes.

ADMINISTRATION:

- 25. Campus and Community Commission:
 - a. Follow-Up Report presentation regarding community inclusiveness task
- 26. Staff Report regarding Human Services Capital Grant Program funding

ORDINANCES:

- 27. First passage of ordinance removing multi-family residential properties from the list of property types included in *Municipal Code* Section 28.214(1) that require individual water metering (**2nd and 3rd passages and adoption requested**)
- 28. Third passage and adoption of ORDINANCE NO. 4376 placing limitations on expansion of nonconforming uses, discontinuance of a nonconforming use, and defining remodeling of a nonconforming use
- 29. Third passage and adoption of ORDINANCE NO. 4377 establishing parking regulations on Suncrest Drive, from Red Fox Road to Cedar Lane

DISPOSITION OF COMMUNICATIONS TO COUNCIL:

COUNCIL COMMENTS:

ADJOURNMENT:

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

MINUTES OF THE REGULAR MEETING OF THE AMES CITY COUNCIL

AMES, IOWA

DECEMBER 11, 2018

The Regular Meeting of the Ames City Council was called to order by Mayor John Haila at 6:00 p.m. on December 11, 2018, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law. Present were Council Members Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, David Martin, and Chris Nelson. *Ex officio* Member Allie Hoskins was also present.

SPECIAL RECOGNITION: Mayor John Haila on behalf of the City of Ames recognized the Ames High School Girls Swim Team for being the AHS Girls Swim Team State Champions. Dan Flannery Swim Team Coach noted that they had won their 8th title in the past nine years.

PRESENTATION: Mayor Haila presented Finance Director Duane Pitcher and Budget Officer Nancy Masteller with the Government Finance Officers Association Distinguished Budget Presentation Award. This is the 34th consecutive year that the City of Ames has received this award.

CONSENT AGENDA: Mayor Haila pulled Consent Item No. 21, “Resolution accepting completion of 2017/18 Seal Coat Street Pavement Improvements (E. 16th Street, Linden Drive, Carr Drive, and Crestwood Circle)”; and Council Member Gartin requested to pull Consent Item No. 13, “Resolution approving Commission On The Arts (COTA) Special Grants for Spring 2019 for separate discussion.”

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

3. Motion approving payment of claims
4. Motion approving Minutes of Special Meeting held November 20, 2018, and Regular Meeting of November 27, 2018
5. Motion approving Report of Contract Change Orders for November 15 - 30, 2018
6. Motion approving 5-day (December 17 - 22) Class C Liquor License for Dublin Bay for Chamber of Commerce event to be held at 3100 S. Riverside Drive
7. Motion approving Carry-Out Wine Privilege for Class B Wine - Casey's General Store #2298, 428 Lincoln Way
8. Motion approving Carry-Out Wine Privilege for Class B Wine - Casey's General Store #2560, 3020 S. Duff Ave
9. Motion approving Carry-Out Wine Privilege for Class B Wine - Casey's General Store #2905, 3612 Stange Rd
10. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class C Liquor, Catering, & Outdoor Service - The Café, 2616 Northridge Parkway
 - b. Class C Liquor & Outdoor Service - Aunt Maude's, 543-547 Main St.
 - c. Class C Liquor, Catering, & Outdoor Service - Thumbs Bar, 2816 West St.
 - d. Class C Liquor - Tip Top Lounge, 201 E. Lincoln Way
 - e. Class C Beer & Class B Wine - Casey's General Store #2298, 428 Lincoln Way

- f. Class C Liquor - 1 Night Stand, 124 Welch Ave.
- 11. Resolution approving Federal Fiscal Year 2020 Airport Improvement Program Application for Ames Municipal Airport
- 12. Resolution approving ongoing engagement of outside legal counsel related to close-out of new Water Treatment Plant
- 13. Resolution approving Commission On The Arts (COTA) Special Grants for Spring 2019
- 14. Resolution approving U-STEP Funding Agreement with the Iowa DOT (U.S. Hwy. 30 Westbound Off-Ramp and South Dakota Avenue)
- 15. Resolution approving Agreement with Iowa DOT for Pavement Repairs on U. S. 69 (Lincoln Way between Duff Avenue and Gilchrist Street)
- 16. Resolution approving preliminary plans and specifications for 2017/18 Accessibility Enhancement (Airport Road Sidewalk); setting January 16, 2019, as the bid due date and January 22, 2019 as the date of public hearing
- 17. Resolution approving date changes for the Unit 7 Boiler Repair Project; setting January 16, 2019, as bid due date and January 22, 2019, as date of public hearing
- 18. WPC Security Camera Replacement:
 - a. Resolution approving Change Order #2 with Baker Group of Ankeny, Iowa, in the amount of \$9,900 to add one additional camera
 - b. Resolution approving reallocation of \$10,000 from the WPC Grease Receiving Station Upgrade project to the Security Camera Replacement project
- 19. Resolution accepting completion of 2016/17 Right-of-Way Restoration
- 20. Resolution accepting completion of 2016/17 Arterial Street Pavement Improvements (West Lincoln Way)
- 21. Resolution accepting completion of 2017/18 Seal Coat Street Pavement Improvements (E. 16th Street, Linden Drive, Carr Drive, and Crestwood Circle)

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

RESOLUTION ACCEPTING COMPLETION OF 2017/18 SEAL COAT STREET PAVEMENT IMPROVEMENTS (E. 16TH STREET, LINDEN DRIVE, CARR DRIVE, AND CRESTWOOD CIRCLE): At the request of City staff this item was pulled from the Agenda. It will be added to the December 18, 2018 agenda.

RESOLUTION APPROVING COMMISSION ON THE ARTS (COTA) SPECIAL GRANTS FOR SPRING 2019: Council Member Gartin requested to have this item pulled due to a conflict of interest.

Moved by Nelson, seconded by Beatty-Hansen, to approve the Commission on the Arts (COTA) Special Grants For Spring 2019.

Vote 5-0-1 Voting aye: Corrieri, Betcher, Nelson, Martin, Beatty-Hansen. Voting nay: None. Abstaining due to conflict of interest: Gartin.

PUBLIC FORUM: Sara Spohnheimer, 210 Main Street, Ames, read aloud the letter that had been

sent to the City Council from Gary Youngberg of Ames Silversmithing. Ms. Spohnheimer stated that they are seeing an increase in customers that are coming Downtown to shop, who normally don't shop Downtown. She commented that these customers are complaining about the rates of the meters.

Mary Richards, 720 Kellogg Avenue, Ames, noted that she spoke a few months ago before City Council in regards to Climate Change. She pointed out that the 8th Annual "Iowa Climate Statement 2018: Designing Buildings and Communities for Iowa's Future Climate" was released a couple months ago. Ms. Richards read aloud the Iowa Climate Statement and noted that she will get a copy of the Statement to each City Council Member.

Richard Deyo, 505 - 8th Street, #2, Ames, asked about the possibility of the art projects that are displayed on the streets to have words instead of designs.

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

STAFF REPORT ON CAMPUSTOWN PARKING AND PLAZA DESIGN: Planning and Housing Director Kelly Diekmann stated that the City Council had held a Campustown Visioning Workshop during the summer, and at the conclusion of the meeting, the Council had requested follow-up information regarding relocating the fire station, locating a plaza at the SE corner of Chamberlain and Welch with potentially closing Chamberlain to expand the size of the plaza. Mr. Diekmann noted that a traffic analysis was done by the Traffic Engineer, who looked at doing a full closure of the roadway as well as making it one-way. The conclusion of the Traffic Engineer was that, with the volume of traffic that travels on Chamberlain and in Campustown, the diversion of the traffic by closure would not have an impact on the operations of the intersection. He explained that staff focused on the full closure option, due to the outcome of the traffic study.

Mr. Diekmann displayed Plaza Dimension Options.

Plaza Design Options:

- Option 1 - Parking Lot Y Only - No changes would be made to the street, other than removing the current driveway to Lot Y.
- Option 2 - Parking Lot Y and Remove Parking Along Chamberlain - This option would eliminate approximately eight on-street metered parking spaces and a truck-loading zone. The design would also include eight-foot sidewalks along the perimeter.
- Option 3 - Closure of Chamberlain - this full closure option would result in a 95-foot-wide plaza that is 170 feet long for a total area of approximately 16,000 square feet. The 16,000 square feet is inclusive of sidewalk area and the emergency vehicle access route.
- Option 4 - Plaza and Shared Street Design - Chamberlain could be integrated into the design of the plaza as a Shared Street. Shared streets are typically designed for the mixing of pedestrians, bicyclists, and cars for transportation purposes rather than mixing for leisure and transportation purposes.

Mr. Diekmann noted that the second issue mentioned in the report was the displacement of parking with the Plaza. He noted that staff is advocating to recognize that Campustown is a Commercial

District. Staff is recommending taking a basic philosophy that short-term parking is in the center, where customers can park and go to businesses, and long-term parking would be along the perimeter. Increasing on-street parking spaces would require changes from parallel to angled parking. In circumstances with a 40-foot street width and minimal driveway interruptions, angled parking is the most efficient parking pattern. Changing from parallel to angled parking would create a handful of more spaces on each street compared to parallel. This would require removing and replacing striping and resetting parking meters. Mr. Diekmann explained that the Intermodal facility is jointly managed between the City and ISU. The number of reserved spaces within the facility could be reduced and replaced with more public meter parking if approved by the City and the University. However, it should be noted that if the utilization of the spaces results in a funding deficit, the City and the University must share equally in the shortfall. Adding additional public parking spaces in the Intermodal facility would be appropriate in response to changes in the on-street supply and the desire to market or advertise specific locations for public parking. Adjustments to the number of spaces could be done annually and would not require a long-term commitment.

Council Member Gloria Betcher questioned the width of Chamberlain Street. Question answered that it is about 40 feet. Ms. Betcher asked if, with the shared street option, it been discussed about using retractable ballards. Mr. Diekmann stated that, with the shared street option, they wouldn't have ballards as the street is meant for people to be on it all day. He further explained that staff did not discuss any particular features in detail, but his general impression from talking with the Fire Department and Public Works is that if a temporary street closure would be needed, they would spend money on retractable ballards that may not be needed.

Council Member David Martin noted that it had been mentioned the possibility of undertaking a CIP project to widen Stanton in the 100 block, which could open up ten parking spots. He questioned what this would do. Mr. Diekmann stated that on Stanton, there are a few carved-out parallel spaces and there is an overly wide grassy/dirt area on the east side where they could carve out about ten parallel spaces. He noted that, if looking for more parking spaces they could convert all the parking to angled and move to the east side of the road. Council Member Beatty-Hansen asked for a rough estimate on the cost of undertaking this CIP. Mr. Diekmann stated that Public Works gave a rough estimate of between \$300,000 to \$400,000.

Mayor Haila opened public comment.

Ryan Jeffery, 116 Welch Avenue, Ames, said that Mr. Diekmann's presentation was laid out very well. He noted that something like this should be moved forward as he has been pushing for it for the past five years. He mentioned that a Comprehensive Parking Plan needs to be done for Campustown. Mr. Jeffery stated that working on the areas piece by piece is not working, and he would like to see a Comprehensive Plan that includes a vision for what projects would be recommended for the District, and to especially look at parking. Council Member Gartin asked Mr. Jeffery for help with reaching out to the community and the stakeholders. Mr. Jeffery stated he would help in any way he could.

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

Council Member Beatty-Hansen stated that in Parking Lot X and Y, the meters are currently ten-hour meters and changing those to the two-or-four hour meters could help with the loss of the short-term parking with the redesign of Welch Avenue. City Manager Steve Schinker pointed out that the City has not discussed these options with the Campustown stakeholders yet. Mr. Diekmann commented that any parking changes wouldn't happen until school was out next year in May. The Council discussed who would help reach out to stakeholders. Mayor Haila stated that it would be easier to give staff direction to get public input and let them reach out to the appropriate groups.

Moved by Beatty-Hansen, seconded by Betcher, to direct staff to gather input on several Campustown topics related to parking 1) short-term vs. long term and changing ten-hour meters to two-hour meters in Lots X and Y 2); Increasing parking supply by modifying parallel to angled parking and potentially a larger project on Stanton Avenue 3) use the staff report as a template to do public outreach.

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

Council Member Martin asked if the 200 block of Welch was in the scope of considering angled parking. Mr. Diekmann stated that the parklets are still there, but no direction has been given on what to do with the 200 block of Welch. The direction given was on the concept of Welch and getting a design engineer hired and see where that was going before dealing with the 200 block of Welch. Further discussion was had regarding having a clear vision of design for Welch Avenue and Campustown.

REVISED PRELIMINARY PLAT FOR SCENIC VALLEY SUBDIVISION: Council Member Martin wanted to know if there were any provisions for internet service for this Subdivision.

Justin Dodge, 105 S 16th Street, Ames, stated that CenturyLink is putting in all fiber internet.

Moved by Corrieri, seconded by Betcher, to adopt RESOLUTION NO. 18-647 approving the Revised Preliminary Plat for Scenic Valley Subdivision.

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

HEARING ON RDF STORAGE BIN REPAIR PROJECT: Council Member Beatty-Hansen asked when they would expect to have a bid awarded. Electric Director Don Kom stated they received three bids; one was below the engineer's estimate and the other two were a lot higher. Due to the difference in bids, staff wanted to do a little more research into the low bidder and make sure they are making the right choice. He mentioned that staff should be ready to award the project in January.

The public hearing was opened and closed by Mayor Haila since there was no one wishing to speak.

Moved by Nelson, seconded by Betcher, to accept the Report of Bids and delay awarding the contract.

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

HEARING ON WPC FACILITY SCREW PUMP DRIVE REPLACEMENT: The public hearing was opened and closed by Mayor Haila since there was no one wishing to speak.

Moved by Beatty-Hanson, seconded by Betcher, to adopt RESOLUTION NO. 18-648 approving final plans and specifications and awarding a contract to Weidner Construction, Inc., in the amount of \$111,997.

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

HEARING ON 2018/19 TRAFFIC SIGNAL PROGRAM (LINCOLN WAY/HYLAND AVENUE):The public hearing was opened and closed by Mayor Haila after no one came forward to speak.

Moved by Beatty-Hansen, seconded by Betcher, to adopt RESOLUTION NO. 18-649 approving final plans and specifications and awarding a contract to VanMaanen Electric, Inc. in the amount of \$238,792.73.

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

HEARING TO VACATE WATER MAIN EASEMENT GENERALLY LOCATED AT 2205 GREEN HILLS DRIVE: The public hearing was opened by the Mayor. The hearing was closed after no one asked to speak.

Moved by Gartin, seconded by Corrieri, to adopt RESOLUTION NO. 18-646 approving the vacation of the Water Main Easement located at 2205 Green Hills Drive.

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

HEARING ON ZONING TEXT AMENDMENTS FOR LIMITATIONS ON EXPANSION OF NONCONFORMING USES, DISCONTINUANCE OF A NONCONFORMING USE, AND DEFINING REMODELING OF A NONCONFORMANCE USE: There was no one wishing to speak, and the Mayor closed the hearing.

Moved by Corrieri, seconded by Betcher, to pass on first reading an ordinance placing limitations on expansion of nonconforming uses, discontinuance of a nonconforming use, and defining remodeling of a nonconformance use.

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

ORDINANCE ESTABLISHING PARKING REGULATIONS ON SUNCREST DRIVE,

FROM RED FOX ROAD TO CEDAR LANE: The public hearing was opened and closed by Mayor Haila since there was no one wishing to speak.

Council Member Martin noted that the report had mentioned there were about 90 responses from an online poll, and he questioned if there was a way to eliminate duplicates. Public Works Director John Joiner stated that this particular poll did ask for an address, but it is not 100% accurate as to if any duplicates were removed.

Moved by Corrieri, seconded by Gartin, to pass on first reading an ordinance to establish parking regulations on Suncrest Drive, from Red Fox Road to Cedar Lane.

Roll Call: 5-1. Voting aye: Martin, Beatty-Hansen, Gartin, Corrieri, Betcher. Voting nay: Nelson.

BUDGET ISSUES/GUIDELINES: Finance Director Duane Pitcher stated that they did not see a lot of big issues this year. The U.S. Supreme Court's decision that will result in collection of sales tax, including Local Option Sales Tax, for online sales will go into effect beginning January 1, 2019. The Iowa Department of Revenue expects to begin making distributions of internet sales tax collections beginning in late spring of 2019. Based on this and current retail sales numbers, it is expected that the City will meet the budgeted Local Option Sales Tax revenue for FY 2018/19 and a conservative growth of 3% for FY 2019/20.

General Fund: Mr. Pitcher stated the City is ending the year with a balance of about \$600,000, but this could be adjusted as they are still closing out the year. There is some money available for one-time projects.

Finance Director Pitcher outlined the following:

CyRide. Some new federal safety regulations were released that will require CyRide to add a Chief Safety Officer position to develop an agency safety plan and monitor its safety risks. This will increase CyRide's FTEs by one and require funding in the budget for an estimated \$85,000 in wages and benefits.

Water Pollution Control Nutrient Reduction. Staff had recommended that this watershed track be established initially at \$100,000 per year, but after further consultation, the staff is now recommending that initially \$200,000 per year be designated for this purpose.

Resource Recovery. Mr. Pitcher stated that there is a strong potential for rate increases due to operating issues. There was a loss of revenue last year due to scrap metal. He noted that they needed to look at how the operation looks to Electric since it changed from coal to gas. The adjustment in refuse-derived fuel payments still does not provide adequate funding for Resource Recovery operational and capital needs looking into the future.

Parking. The City parking system is operated as a self-funded enterprise. There are limited alternative options available for funding parking lot improvements, including local option sales tax, general obligation bonds, and hotel/motel tax. Use of these funding sources will require either the reduction

in funding for other projects or an increase of property taxes.

Council Member Gartin inquired as to how long the parking has been a self-funded enterprise. This was discussed and no one was sure of the exact date, but has been over 40 years.

Fire and Police Retirement and IPERS. IPERS contribution rates will remain flat, both of the systems are not fully funded, but working towards that.

Health Insurance. Mr. Pitcher explained that they had a challenge several years ago from the City Manager to keep rates below 10%, and right now staff is only projecting an increase of 2% for FY 2019/20.

Rollback and Valuation. Staff is concerned that continued funding of the State obligation to provide backfill for property tax relief may be at risk for FY 2019/20. The total amount of replacement tax backfill included in the FY 2018/19 budget is \$973,210, representing 3.3% of levied taxes. If funding of the replacement tax is eliminated and City Council chooses to maintain current service levels, a property tax rate increase of approximately \$0.33 would be required.

Council Member Gartin, pointed out that he would like to have a conversation about the backflow and what the strategy is to fund it.

Mr. Pitcher also stated they are moving from a commercial/industrial class tax at 90% to be taxed at the same rollback rate of residential property. That will impact the City at a cost of about \$50,000 a year and will drop down to 75% of the valuation be taxed.

Local Option Sales Tax. Staff's forecast for local option sales tax revenue for FY 2019/20 is \$8,313,027 or a 3% increase from the FY 2018/19 adopted budget.

Assistant City Manager Brian Phillips continued with the following:

ASSET Human Services Funding. According to Mr. Phillips, for FY 2019/20, City ASSET funds requested \$1.6 million, an increase of 17%. Overall, the requested increase is about \$884,000. The primary reason for the increase is that ASSET is now recording the funding of the Juvenile Court system. Of the \$884,000, roughly \$400,000 is the Juvenile Court system funding. Mr. Phillips pointed out that even though it shows up on the report, the Juvenile Court system is not asking the City of Ames for additional funds. The intent is to show all County funding in one place.

Mr. Phillips noted that the City Council requested information as to which services had turned away clients due to a lack of funding. There were 21 services in which clients were turned away. He stated they have been providing this information for about the past seven years and wanted to know if it was still a helpful metric when going through this budget process. Ms. Corrieri asked if the agencies are clear on how they are answering the question of turning people away. Mr. Phillips stated it is not consistent; they get their data from the ABF 50 Outcomes page. Ms. Corrieri explained she feels this question is not helpful unless it is very specific. She then questioned where

the City was with Scorecard, and asked if the City's moving any closer to an outcome-based system. Ms. Corrieri stated that a lot of agencies are choosing their own outcomes and a conversation should be had at a later time regarding establishing outcomes and having agencies match their outcomes to the City. Mr. Phillips stated that would be a good discussion to have at the Joint Funders' meeting in May.

Mr. Phillips mentioned that the next step would be to decide how much funding the Council wanted to authorize the volunteers to allocate to the different ASSET programs. He noted that in the past several years the increases have been about 5-6%, those increases are outpacing the growth in the Local Option Sales Tax fund. The projected growth in the fund is 3%. Mr. Phillips stated that the other funders will be making their decisions soon as well. Mr. Gartin commented that, in the staff report, it notes the amount of funds that each agency is asking for, but there is no documentation to substantiate the requests. Mr. Phillips stated that he would not be able to get that kind of information to the Council tonight and noted that the process is set up where the volunteers do the research and find out if an agency deserves funding or not.

Mr. Martin wanted to know if the number of service units turned away was useful or not, and whether would this be information that the volunteers actually relay upon when making their recommendations. Mr. Phillips stated that the volunteers have to balance a lot of different information and do the best they can.

Ms. Betcher asked if the 3% projected growth in the Local Option Sales tax was coming from the online collection. Mr. Pitcher stated that it is their best guess at this time, and he is not sure how much there is going to be for online sales. Ms. Betcher asked how long the 5-6% increase each year has been outpacing the Local Sales tax. Mr. Pitcher mentioned it has been several years.

Further discussion entailed regarding Local Option Sales Tax.

1. MICA. MICA is not requesting an increase for their service.
2. The Salvation Army Homelessness Prevention Program. This organization noted that over 300 families/individuals were declined services due to a lack of funds. The organization is asking for a slight increase.
3. The Salvation Army Representative Payee Program. This organization is requesting a slight increase.
4. The Salvation Army Bill Payer Program. This organization is requesting a slight increase.
5. Heartland Senior Services Home Delivered Meals Under 60 Programs. This agency did not request funds in FY 2018/19, but is requesting \$3,000 from the City for FY 2019/20.

According to Mr. Phillips, the City's estimated share for ASSET administrative expenses will be

\$6,312 in FY 2019/20.

Moved by Gartin, seconded by Corrieri, to increase ASSET funding by 3%.

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

COTA - Performing Arts Funding. Management Analyst Tesheik Kerr noted that the allocation for FY 2018/19 was \$163,979. This year the requested amount is a 26% increase. The increase that is requested is due to the Central Iowa Symphony and Story City Theater Company requesting an increase in funding as a result of the City Auditorium no longer providing a discount to Ames Community Arts Council members for use of the Auditorium. The Ames Chapter of the Des Moines Metro Opera Guild made a first-time request for funding.

Moved by Corrieri, seconded by Martin, to increase COTA funding by 3%.

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

Outside Organizations Funding Requests. Ms. Kerr noted that they received eight applications and seven of those are requesting Local Option Sales Tax funding. The request is up about 68% over what was allocated last year. She highlighted a few of the requests and noted that there was a new outside organization requesting funds: The Community Academy. The funds that they agency is requesting would be used to engage 60 Ames area youth in a renovation project of the Audubon Trail in Brookside Park.

Council Member Beatty-Hansen stated that she saw in the report that the Community Academy is looking to do a specific project at Brookside Park. She wanted to know if there was a mechanism to fund part of this project through the Parks. City Manager Steve Schainker mentioned that there is not, but Council could do a one-time funding allocations. Ms. Kerr stated that, out of the \$58,000 they are requesting only \$6,000 would be used for the Brookside Park. Further discussion was had regarding the options to have a one-time funding request versus a percentage amount given.

Moved by Martin, seconded by Beatty-Hansen, to increase Funding Requests from Outside Organizations funding by 5%, which excludes the AEDC request, which would be funded from Hotel/Motel Tax Fund.

Council Member Chris Nelson stated that if you take out the one-time request awards then the 5% looks like you are giving more than what the agencies are requesting, and what would happen to the left over money. Mr. Phillips explained that the Council is giving them an authorized amount and the group doesn't have to recommend giving all of it.

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

Public Art Commission. City Council will receive the funding request for FY 2019/20 for the Public

Art Commission in January 2019.

Road Conditions/Road Use Tax Fund. Mr. Pitcher stated no increase due to relatively low fuel tax.

STAFF REPORT ON TRANSPARENCY REGARDING TAX INCENTIVES: City Manager Steve Schainker stated that in March 2018, the Council asked for a report on how more advanced notice could be provided to the public regarding incentive requests from developers that come to City Council. He explained that staff is not providing any different level of information than what was done before, but how much advanced notice should be given to the public. He reviewed three options:

- Option 1 - Notice given two weeks in advance at Council meeting during Council Comments; however, the public will need to be watching the meeting.
- Option 2 - Notice given two weeks in advance at Council meeting by placing the announcement on the Agenda; however, the public will need to be checking the Agenda for future mention of incentives.
- Option 3 - Notice given two weeks in advance at Council meeting by placing the specific request from the Developer and the Staff's recommendation for an appropriate level of incentives on the Agenda; however, the Council would accept the information and then table it for the next meeting for public input and discussion.

Mr. Schainker asked the Council to decide if the system needs to be improved at all, and if so, how many week's advanced notice should be given and in how much detail.

Ms. Beatty-Hansen inquired if any of the past incentive packages would have failed due to having to wait for notice to be given to the public. Mr. Schainker didn't believe it would have delayed any projects, but there may be the rare occasion when the State may require a faster answer and wouldn't be able to wait the two weeks. Ms. Beatty-Hansen stated in those cases the Council could suggest to suspend the rules. Mr. Schainker noted that any tax abatement requests are done through the City Assessor's office. Ms. Beatty-Hansen stated that the information being given out two weeks prior wouldn't have any private information on it.

Further discussion ensued regarding the three options.

Mayor Haila opened public input.

Drew Kamp, 304 Main Street, Ames, mentioned that each project is different and most of the time there are several people who are negotiating. There are a lot of times, when there are no two-week parameters. He noted that the City has set clear parameters to meet. Mr. Kamp commented that the Council is looking for a solution to a problem that doesn't exist right now. Mr. Kamp recommended not making any changes at this time. Mayor Haila asked for Mr. Kamp to speak about the timing of incentive requests. Mr. Kamp stated they are constantly looking at Council agendas and notifying the City as soon as possible to get put on an agenda.

Moved by Nelson, seconded by Betcher, to take no action regarding increased transparency when considering requests for economic development incentives.

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

DISPOSITION OF COMMUNICATIONS: Moved by Nelson, seconded by Betcher, to refer to staff to provide a memo regarding the Champlin Lloyd Farm request for annexation.

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

Moved by Beatty-Hansen, seconded by Betcher to put the memo from Damion Pregitzer regarding the summary of parking system information on a future agenda.

Council Member Gartin stated that the report that was received is not what he was looking for as he is not interested in taking money from other forms of revenue. He had wanted to see if there were other sources in the budget to be reallocated from to the parking system. Mr. Schainker stated that in order to cut expenditures and reallocate funding it would be up to the Council to work with him to find out where they want to cut funding. Mr. Gartin stated they need to have a conversation as to where to find funds instead of having the taxpayers pay.

Motion withdrawn.

Motion by Beatty-Hansen, seconded by Betcher, to have a discussion about modifying Downtown parking meter rates on a future agenda.

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

Moved by Betcher, seconded by Beatty-Hansen, to put the Staff Report regarding increased parking enforcement in areas adjacent to the Iowa State University Campus on a future agenda

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

COUNCIL COMMENTS: Ms. Betcher stated that the Council never came back to the issue of the Capital Improvement Grant Fund that was discussed earlier.

Moved by Betcher, seconded by Beatty-Hansen to discuss the Capital Improvement Grant Fund for Human Improvement Agencies on a future agenda.

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

Mr. Martin explained that he had sent an email to Council about sidewalk access to commercial developments, and there is no sidewalk access at Chestnut Street.

Moved by Martin, seconded by Beatty-Hansen, to ask staff for a memo or report on (1) approaches for creating better sidewalk access to the Cinemark/OnPoint area from South Duff such as at Chestnut Street, and (2) approaches for requiring better sidewalk access to sites by ordinance or other technique.

Vote: 5-1. Voting aye: Martin, Beatty-Hansen, Gartin, Betcher, Nelson. Voting nay: Carrieri. Motion declared carried.

ADJOURNMENT: Moved by Gartin to adjourn the meeting at 9:11 p.m.

Amy L. Colwell, Deputy City Clerk

John A. Haila, Mayor

MINUTES OF THE REGULAR MEETING OF THE AMES CITY COUNCIL

AMES, IOWA

DECEMBER 18, 2018

The Regular Meeting of the Ames City Council was called to order by Mayor John Haila at 4:01 p.m. on December 18, 2018, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law. Present were Council Members Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, David Martin, and Chris Nelson. *Ex officio* Member Allie Hoskins was also present.

COMPREHENSIVE PLAN KICK-OFF: Those present from RDG Planning and Design were Marty Shukert, Principle Planner; Justin Platts, Landscape Architect; and Cory Scott, Project Manager. Kelly Diekmann, Planning and Housing Director, gave background information on why the City of Ames needs a Comprehensive Plan. Mr. Diekmann noted that after today's meeting, there will be a dedicated page on the Planning Website for the Comprehensive Plan, which will provide updates and new information.

Mr. Scott reviewed the timeline, which showed adoption of the Plan to occur in early April 2020.

Mayor Haila noted that he wanted to ensure that a lot of public input is done, and if more time is needed, the timeline should be extended. City Manager Steve Schainker stated that the citizens of Ames are very busy and can't always make the meetings. He asked if there were alternatives for citizens to provide their input. Mr. Scott noted that they are working on other options and one of them is working with Input.com. Mr. Schainker asked if the Council was going to be given a list of groups that would be invited to do the Focus Group meetings as the Council might have other suggestions. Mr. Diekmann stated that they don't have the list completed yet, but he can provide that information to the Council. Further discussion ensued regarding the need to make all the information available to the public and to make sure the Council is involved with whom is asked to attend the stakeholder's meetings. Mr. Diekmann stated that if the Council talks to anyone who wants more information they should direct them to him and he would be happy to speak with them.

Mr. Platts asked for the City Council Member's feedback regarding their vision for a Successful Comprehensive Plan.

Identify the Strengths and Challenges for the following topics.

1. Expansion of the City
2. Opportunities for infill development
3. Future demand for housing and commercial use
4. Sustaining neighborhoods
5. Support of social and cultural connections
6. Transportation choices
7. Sustainability
8. Well-being and health living
9. Subarea planning

10. Urban fringe management

The Council broke into small groups at 5:09 p.m.

The Council resumed around the dais at 5:26 p.m.

Mr. Shukert reviewed the strengths and challenges of each topic. Mr. Diekmann stated that the notes will be transcribed and sent to the Council by RDG Planning and Design.

Mr. Scott stated that over the next couple of weeks they will work with Mr. Diekmann to put together information garnered from tonight's meeting, additional outreach information, and existing events. Mr. Diekmann stated that his Departments next step will be putting the Website together along with a campaign.

The Council meeting recessed at 5:52 p.m. and reconvened at 6:02 p.m.

CONSENT AGENDA: Moved by Beatty-Hansen, seconded by Corrieri, to approve the following items on the Consent Agenda.

2. Motion approving payment of claims
3. Motion approving Minutes of Special Meeting held December 4, 2018
4. Motion approving 5-day (Jan 12 - 17) Class C Liquor License for Christiani's Events LLC at the ISU Alumni Association, 429 Alumni Lane
5. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class C Liquor - Cyclone Liquors, 626 Lincoln Way (Back Room Only)
 - b. Class C Beer & B Wine Permit - Fresh Thyme Farmers Market, 215 SE 5th Street
6. Motion rejecting all bids for Scaffolding and Related Services and Supply Contract for Electric Services and directing staff to re-bid at a later date
7. RESOLUTION NO. 18-650 approving and adopting Supplement No. 2019-1 to the *Ames Municipal Code*
8. RESOLUTION NO. 18-651 approving appointment of Council Member Betcher to Ames Convention and Visitors Bureau Board of Directors
9. RESOLUTION NO. 18-652 awarding contract to Diamond Oil of Des Moines, Iowa, to provide and deliver fuel to Cy-Ride during Calendar Year 2019 in an amount not to exceed \$1,127,500
10. RESOLUTION NO. 18-653 approving Change Order to Task Order 4.1 under Master Agreement with FOX Engineering for design, bidding, and construction of New Water Treatment Plant in an amount not to exceed \$75,000
11. RESOLUTION NO. 18-654 approving partial completion of public improvements and reducing security for Aspen Business Park, 3rd Addition (aka The Quarters)
12. RESOLUTION NO. 18-655 approving partial completion of public improvements and reducing security for Crane Farm Subdivision, 2nd Addition
13. RESOLUTION NO. 18-656 approving partial completion of public improvements and reducing security for Crane Farm Subdivision, 4th Addition
14. RESOLUTION NO. 18-657 approving partial completion of public improvements and reducing security for Crane Farm Subdivision, 6th Addition

15. RESOLUTION NO. 18-658 accepting completion of 2017/18 Asphalt Street Pavement Improvements Program (Pierce/Tyler)
16. RESOLUTION NO. 18-659 accepting completion of 2016/17 Downtown Street Pavement Improvements (Sherman Avenue)
17. 2017/18 and 2018/19 Seal Coat Street Pavement Improvements (E. 16th Street, Linden Drive, Carr Drive, and Crestwood Circle):
 - c. RESOLUTION NO. 18-660 approving Balancing Change Order
 - d. RESOLUTION NO. 18-661 accepting completion

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

PUBLIC FORUM: Mayor Haila opened Public Forum. No one came forward to speak, and Public Forum was closed.

FLOOD MITIGATION - RIVER FLOODING: Mayor Haila mentioned that the Council had received a request to pull item “18c” from the agenda to discuss at a later time in January.

Tracy Warner, Municipal Engineer, stated that Public Works needed the support from the City Council for submitting the FEMA application for the Pre-Disaster Mitigation. The category is different than last year, but still the Nationally Competitive Funding through FEMA. FEMA is looking for a benefit cost of more than 1.0. Staff has gotten feedback regarding last years application, and they are currently at a benefit cost of 3.6.

Mayor Haila asked about the turnaround for the application. Ms. Warner stated there is a long review period; she should hear back from FEMA in 2019, and the funding is not available until January 2020.

Moved by Beatty-Hansen, seconded by Nelson, to adopt RESOLUTION NO. 18-662 approving the local match funding in an amount up to \$1,260,000 for the Flood Mitigation - River Flooding project and adopt RESOLUTION NO. 18-663 designating Tracy Warner to serve as the authorized representative.

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

Moved by Gartin, seconded by Betcher, to table item “18c” until the City Council meeting to be held on January 22, 2019.

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

STAFF REPORT REGARDING REIMBURSEMENT OF COSTS TO DUANE JENSEN RELATED TO 321 STATE AVENUE: Kelly Diekmann, Planning and Housing Director, explained that last year, a RFP request was sent out and JCorp responded to the request. During this time, JCorp developed a proposal that the Council reviewed. The proposal was not workable due to cost, but the Council was interested in alternative plans. Mr. Diekmann stated that when the results of the bid came back in January 2018, the developer and City Council decided to part ways

and not enter into an agreement. Mr. Diekmann stated that City staff doesn't have the authority to reimburse or provide payment for the costs associated with preparing the proposal.

Council Member Nelson questioned the RFP process and asked if the City had any legal liability for payment. Mark Lambert, City Attorney, stated that he had submitted a memo to the Council earlier today noting several places in the RFP that made it clear that developing plans would be at the developer's own risk. Mr. Nelson mentioned that the Council members received an email from FOX Engineering regarding the storm water plan and wanted to know if the storm water plan was used to build this project. John Joiner, Public Works Director, stated that the storm water plan was developed to provide the amount of fill needed for the roadway only.

Council Member Gartin stated that the City may not have a legal basis to pay, but may have a moral one. Mr. Diekmann stated that this process was not a bid, but a RFP, and there was dialog back and forth about what the developer can do and what the City wanted. Mr. Lambert stated that under Iowa law, tax money has to be spent on a public purpose. He advised the Council that if it decides to provide money to JCorp, they must articulate well what public purpose is served to be covered legally.

Ben Jensen, 708 Hwy. 69, Huxley, stated that he was representing Duane Jensen and JCorp; it is not specifically Duane Jensen asking for money. He understands that the partnership fell apart, but the back end of the process has not been addressed. Mr. Jensen noted that JCorp cares about providing a service that is a big need in the community. He stated that JCorp knew coming into the project that they would lose money and all they wanted was a commitment from the City. He understands that the City is not legally bound to provide any reimbursement, but would like to know if there was a creative way to end the partnership with respect. Mr. Gartin asked Mr. Jensen if he could quantify a number that would be a fair compensation. Mr. Jensen stated they had attached some invoices with the letter that was sent over earlier, and they would be happy with a partnership agreement where the City would pay half of the \$90,000 cost.

Council Member Betcher stated that she had originally made the motion as this was a unique situation and wanted to know if it was even possible or advisable. She stated that the report states that it is possible but not advisable. Ms. Betcher stated that she wanted it noted that Duane Jensen was not the one who asked for reimbursement and apologized if that came out as misrepresenting the situation.

Moved by Betcher, seconded by Beatty-Hansen, to adopt Resolution No. 18-561 in reimbursement to JCorp for the amount of the plan that the City of Ames used to create the vertical profile for the Tripp Street Extension, which is \$293.10.

Mr. Gartin stated that it seems like a paltry amount and feels like an insult. Ms. Betcher stated she doesn't disagree with him however, but she is conscience of not wanting to set a precedence by giving more in this case.

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

STAFF REPORT REGARDING REQUIREMENT FOR INDIVIDUAL METERING OF WATER USAGE IN MULTI-UNIT BUILDINGS: John Dunn, Water and Pollution Control Director, stated that in November 2018, the City Council asked to bring this item back for further discussion regarding Chapter 28, which requires individual water metering of multi-unit residential properties. Mr. Dunn stated that this was initially proposed as an idea to promote water conservation. He stated that the leading expert in the world, American Waterworks Association and the Water Research Foundation, has found that if the person who is using the water is the same person who is writing the check for the water, the usage goes down. Mr. Dunn stated this topic comes down to a policy issue.

Jerry Cable, 623 South Dayton Avenue, Ames, stated that he is against the proposed policy. As a landlord, he watches the water bill to find out what is going on. Mr. Cable estimated that it would cost at least \$2,000 per apartment to put an individual meter in. He explained that most apartments would need to have a water heater put in for each unit and have an additional room built for the water heater; the space would need to get bigger and they would lose valuable rental space. He stated they currently have very economical water heaters in the apartments.

Robert Braun, 1033 Florida Avenue, Ames, stated he supports everything that Mr. Cable said.

Moved by Nelson, seconded by Betcher, to all allow multi-family residential units to be master-metered.

Motion withdrawn.

Moved by Nelson, seconded by Betcher, to allow multi-family residential units to be master-metered and also direct staff to suspend the individual metering requirement until such time as an ordinance can be brought to Council for further action.

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

REPORT FROM SUSTAINABILITY COORDINATOR REGARDING FY 2018-19 MID-YEAR ACTIVITIES: Public Relations Officer Susan Gwiasda introduced Mary Rankin Sustainability Coordinator.

Ms. Rankin reviewed a few items that had been done over the past six months.

- Beneficial Waste Project - There are five primary discussion areas and the final report will come back to Council on January 22, 2019.
- Smart Business Challenge - Continued recruitment of additional businesses for a total of 34 Smart Business Challenge participants. There is the Annual Smart Business Challenge Recognition Event scheduled for January 24, 2019, at Reiman Gardens.
- Rummage Rampage Event - They diverted 51 tons of furniture and housewares from being

sent to the landfill; \$16,607 was raised for 15 local non-profit agencies (a \$4,000 increase from previous years). The Rehoming Our Animals/Aquariums Responsibly (ROAR) initiative collected three pets - two fish and a bearded dragon. The next Rummage Rampage is scheduled July 28 - August 3, 2019.

Mr. Gartin asked if they were keeping track of CO² for the community or the City. Ms. Rankin stated that they do a Greenhouse Gas Emissions inventory for the City. Brian Phillips, Assistant City Manager, stated that the City has inventory reports that go back to 2001; an update has not been given since 2017. Mr. Gartin asked what would need to be done in order to do an inventory for the community. Ms. Rankin stated that they would need assistance if the Council wanted to move forward with that and possibly partner with Iowa State University.

Moved by Beatty-Hansen, seconded by Gartin, to have staff prepare a cost-estimate for a consultant to do a community-wide Greenhouse Gas Inventory and include the amount of time involved.
Vote on Motion: 6-0. Motion declared unanimously.

Moved by Gartin, seconded by Corrieri, to approve the mid-year Sustainability Report.
Vote on Motion: 6-0. Motion declared unanimously.

ORDINANCE PLACING LIMITATIONS ON EXPANSION OF NONCONFORMING USES, DISCONTINUANCE OF A NONCONFORMING USE, AND DEFINING REMODELING OF A NONCONFORMING USE: Moved by Corrieri, seconded by Beatty-Hansen, to pass on second reading an ordinance related to placing limitations on expansion of nonconforming uses, discontinuance of a nonconforming use, and defining remodeling of a nonconforming use.
Roll Call Vote: 6-0. Motion declared carried unanimously.

ORDINANCE ESTABLISHING PARKING REGULATIONS ON SUNCREST DRIVE, FROM RED FOX ROAD TO CEDAR LANE: Moved by Betcher, seconded by Beatty-Hansen, to pass on second reading an ordinance related to establishing parking regulations on Suncrest Drive, from Red Fox Road to Cedar Lane.
Roll Call Vote: 6-0. Motion declared carried unanimously.

DISPOSITION OF COMMUNICATIONS: Moved by Beatty-Hansen, seconded by Betcher, to refer the letter from Newbrough Law Firm, LLP, requesting a boundary line adjustment between 729 and 808 East Lincoln Way to Water Pollution Control staff for a memo.
Vote on Motion: 6-0. Motion declared carried unanimously.

ADJOURNMENT: Moved by Beatty-Hansen to adjourn the meeting at 6:59 p.m.

Amy L. Colwell, Deputy City Clerk

John A. Haila, Mayor

MINUTES OF THE AMES CIVIL SERVICE COMMISSION

AMES, IOWA

DECEMBER 20, 2018

The Ames Civil Service Commission convened in regular session at 8:20 a.m. on December 20, 2018, in the Council Chambers of City Hall, 515 Clark Avenue. Because it was impractical for the Commission members to be present in person, Commission Members Mike Crum and Charlie Ricketts were brought into the meeting telephonically. Commission Member Harold Pike was absent.

APPROVAL OF MINUTES: Moved by Ricketts, seconded by Crum, to approve the Minutes of the October 25, 2018, Regular Civil Service Commission meeting and of the October 31, 2018, Special Civil Service Commission meeting, as written.

Vote on Motion: 2-0. Motion declared carried unanimously.

CERTIFICATION OF ENTRY-LEVEL APPLICANTS: Moved by Crum, seconded by Ricketts, to certify the following individuals to the Ames City Council as Entry-Level Applicants:

Deputy Fire Chief	Thomas Hackett	85*
	Douglas Allen	82
Mechanic Assistant	Richard Duszynski	84
	Michael Hlavacek	75
Network Technician	Michael Jackley	86
	Christian Cryder	78
	Kolby Drees	73
Transit Operations Manager	Shevila Martell-Sanger	78
	Kevin Gries	73
Treatment Plant Maintenance Worker	Brian Frame	86*
	Chris Ryerson	84*
	Andrew Hyer	77

*Includes Veteran Preference Points

Vote on Motion: 2-0. Motion declared carried unanimously.

COMMENTS: The next Civil Service Commission meeting will be January 24, 2019, at 8:15 a.m.

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

Michael R. Crum, Chairman

Diane R. Voss, City Clerk



REPORT OF CONTRACT CHANGE ORDERS

Period:	<input checked="" type="checkbox"/>	1 st – 15 th
	<input type="checkbox"/>	16 th – End of Month
Month & Year:	December 2018	
For City Council Date:	January 8, 2019	

Department	General Description of Contract	Contract Change No.	Original Contract Amount	Contractor/ Vendor	Total of Prior Change Orders	Amount this Change Order	Change Approved By	Purchasing Contact (Buyer)
Public Works	2016/17 Storm Water Erosion Control Program, S. Skunk River (Contract A)	3	\$793,415.00	On-Track Construction, LLC	\$-(15,261.50)	\$7,700.00	J. Joiner	MA
Public Works	2016-17 Concrete Pavement Improvements (Dawes)	2	\$979,911.80	Con-Struct, Inc.	\$6,000.00	\$6,000.00	J. Joiner	MA
Public Works	2016/17 Arterial Street Pavement Improvements West Lincoln Way	1	\$180,765.95	Manatt's, Inc.	\$0.00	\$-(16,228.90)	T. Warner	MA
Public Works	2017-18 South Duff Avenue Improvements	2	\$2,374,992.00	Con-Struct, Inc.	\$-(11,451.02)	\$-(3,742.72)	J. Joiner	MA
Public Works	2018-18 Traffic Signal Program (Lincoln Way / Dayton Avenue)	1	\$309,416.64	Iowa Signal Inc.	\$0.00	\$3,321.88	J. Joiner	MA
Public Works	2017-18 Asphalt Pavement Improvements Program (Pierce/Tyler)	2	\$776,412.35	Manatt's Inc.	\$-(1,865.53)	\$3,753.31	J. Joiner	MA

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)
Electric Services	Engineering Services for Compliance with Select Provisions of EPA's Coal Combustion Residuals (CCR) Standard	3	\$30,710.00	SCS Engineers	\$127,195.00	\$10,820.00	D. Kom	CB



REPORT OF CONTRACT CHANGE ORDERS

Period:	<input type="checkbox"/>	1 st – 15 th
	<input checked="" type="checkbox"/>	16 th – End of Month
Month & Year:	December 2018	
For City Council Date:	January 8, 2019	

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 Stuctural Rehabilitation Phase 2	3	\$558,600.00	Minturn, Inc.	\$59,030.00	\$14,540.00	C. Murphy	MA
Public Works	2016/17 Downtown Street Pavement Improvements	3	\$307,184.50	Con-Struct, Inc.	\$16,685.37	\$-(32,745.75)	B. Kindred	MA
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		

Applicant License Application ()

Name of Applicant: <u>Smokey Treats LLC</u>		
Name of Business (DBA): <u>Whatcha Smokin BBQ+Brew</u>		
Address of Premises: <u>Hansen Ag Building Iowa State University</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50011</u>
Business <u>(515) 257-7490</u>		
Mailing <u>403 Iowa Ave</u>		
City <u>Luther</u>	State <u>IA</u>	Zip: <u>50152</u>

Contact Person

Name <u>Tanya Doyle</u>	
Phone: <u>(515) 509-9843</u>	Email <u>teebone1966@gmail.com</u>

Classification Class C Liquor License (LC) (Commercial)**Term:** 5 days**Effective Date:** 01/18/2018**Expiration Date:** 01/01/1900**Privileges:**Class C Liquor License (LC) (Commercial)**Status of Business**

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

Ownership**Tanya Doyle**

First Name: Tanya **Last Name:** Doyle
City: BOONE **State:** Iowa **Zip:** 50036
Position: CFO
% of Ownership: 70.00% **U.S. Citizen:** Yes

Steven Perlowski

First Name: Steven **Last Name:** Perlowski
City: Ames **State:** Iowa **Zip:** 50014
Position: General Manager
% of Ownership: 30.00% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company: <u>Badger Mutual Insurance Company</u>	
Policy Effective Date: <u>01/18/2018</u>	Policy Expiration <u>01/23/2018</u>

Bond Effective

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:

Name of Applicant: Mucky Duck Pub, LLC

Name of Business (DBA): Mucky Duck Pub, LLC

Address of Premises: Reiman Gardens

City Ames **County:** Story **Zip:** 50011

Business (515) 598-5127

Mailing Mucky Duck Pub, LLC

City Ames **State** IA **Zip:** 50010

Contact Person

Name Marcus Johnson

Phone: (515) 450-0566 **Email** marcusj@amesbritishfoods.com

Classification Class C Liquor License (LC) (Commercial)

Term:5 days

Effective Date: 01/24/2019

Expiration Date: 01/01/1900

Privileges:

Class C Liquor License (LC) (Commercial)

Status of Business

BusinessType: Limited Liability Company

Corporate ID Number: XXXXXXXXXX **Federal Employer ID** XXXXXXXXXX

Ownership

Marcus Johnson

First Name: Marcus **Last Name:** Johnson

City: Ames **State:** Iowa **Zip:** 50010

Position: Owner

% of Ownership: 100.00% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company: Integrity Insurance

Policy Effective Date: _____ **Policy Expiration** _____

Bond Effective _____ **Dram Cancel Date:** _____

Outdoor Service Effective _____ **Outdoor Service Expiration** _____

Temp Transfer Effective _____ **Temp Transfer Expiration Date:** _____

Name of Applicant: Ye olde llc

Name of Business (DBA): Dublinbay Pub

Address of Premises: 123 Airport Road

City Ames **County:** Story **Zip:** 50014

Business (515) 956-3580

Mailing 320 S 16th

City Ames **State** IA **Zip:** 50010

Contact Person

Name Donald O'Brien

Phone: (515) 451-1167 **Email** donnyob@gmail.com

Classification Class C Liquor License (LC) (Commercial)

Term:5 days

Effective Date: 01/23/2019

Expiration Date: 01/01/1900

Privileges:

Class C Liquor License (LC) (Commercial)

Status of Business

BusinessType: Limited Liability Company

Corporate ID Number: XXXXXXXXXX **Federal Employer ID** XXXXXXXXXX

Ownership

Donald O'Brien

First Name: Donald **Last Name:** O'Brien

City: Ames **State:** Iowa **Zip:** 50014

Position: manager member

% of Ownership: 40.00% **U.S. Citizen:** Yes

Richard Carmer

First Name: Richard **Last Name:** Carmer

City: Ames **State:** Iowa **Zip:** 50014

Position: manager member

% of Ownership: 40.00% **U.S. Citizen:** Yes

Justin Kabrick

First Name: Justin **Last Name:** Kabrick

City: Ames **State:** Iowa **Zip:** 50010

Position: manager member

% of Ownership: 10.00% **U.S. Citizen:** Yes

Ken Eichenberger

First Name: Ken

Last Name: Eichenberger

City: Ames

State: Iowa

Zip: 50010

Position: manager member

% of Ownership: 10.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company: <u>Travelers Casualty Insurance Company of America</u>	
Policy Effective Date: <u>01/23/2019</u>	Policy Expiration <u>01/27/2019</u>
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:



MEMO

Item # 10

Date: 01-08-19

To: Mayor John Haila and Ames City Council Members
From: Lieutenant Dan Walter, Ames Police Department
Date: December 28, 2018
Subject: Beer Permits & Liquor License Renewal Reference City Council Agenda

The Council agenda for January 8, 2019, includes beer permits and liquor license renewals for:

- Class B Liquor License - LB0001328 - Quality Inn & Suites, Starlite Village Conference, 2601 E.13th St.
- Class C Liquor License - LC0033642 - Cafe Beau, 2504 Lincolnway
- Class B Beer - BB0035468 - Torrent Brewing Co LLC., 504 Burnett Ave
- Class C Liquor License - LC0039752 - Chipotle Mexican Grill, 435 S. Duff Avenue Ste. #102
- Class A Liquor License - LA0000052 - American Legion Post #37, 225 Main
- Class C Liquor License - LC0034341 - West Towne Pub, 4518 Mortensen Rd. Suite 101
- Class C Liquor License - LC0031099 - Dublin Bay, 320 S 16th
- Class E Liquor License - LE0003003 - The Filling Station, 2400 University Blvd.

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.

COUNCIL ACTION FORM

SUBJECT: DESIGNATION OF CIRTPA REPRESENTATIVES

BACKGROUND:

Each year, the City Council appoints representatives and alternate representatives to the two committees of the Central Iowa Regional Transportation Planning Alliance (CIRTPA). These are the Transportation Policy Committee (TPC) and the Transportation Technical Committee (TTC). Because the City is an advisory member of CIRTPA, these are non-voting positions.

Although the City of Ames is a member of the Ames Area Metropolitan Planning Organization (AAMPO), we are still within the boundaries of CIRTPA. Therefore, even though the City receives funding from the AAMPO, Ames stills serve a planning role in the CIRTPA region and our input is solicited.

Staff is recommending that the City's designated representatives to CIRPTA be as follows:

TPC Representative: Damion Pregitzer, Traffic Engineer
TPC Alternate Representative: Tracy Warner, Municipal Engineer
TTC Representative: Damion Pregitzer, Traffic Engineer
TTC Alternate Representative: Tracy Warner, Municipal Engineer

ALTERNATIVES:

1. Appoint the individuals named above to their respective roles with CIRTPA.
2. Designate some other individuals to serve the City in this capacity.

MANAGER'S RECOMMENDED ACTION:

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



Caring People ♦ Quality Programs ♦ Exceptional Service

MEMO

Item No. 12

TO: Members of the City Council

FROM: John A. Haila, Mayor

DATE: January 8, 2019

SUBJECT: Appointment to Fill Vacancy on Parks and Recreation Commission

Allen Bierbaum, member of the Parks and Recreation Commission, had submitted his resignation from the Parks and Recreation Commission. Since Allen's term of office does not expire until April 1, 2020, an appointment needs to be made to fill this vacancy.

Therefore, I request that the City Council approve the appointment of Sean Carlton-Appleton to fill an unexpired term of office on the name of the Parks and Recreation Commission.

JAH/alc

COUNCIL ACTION FORM

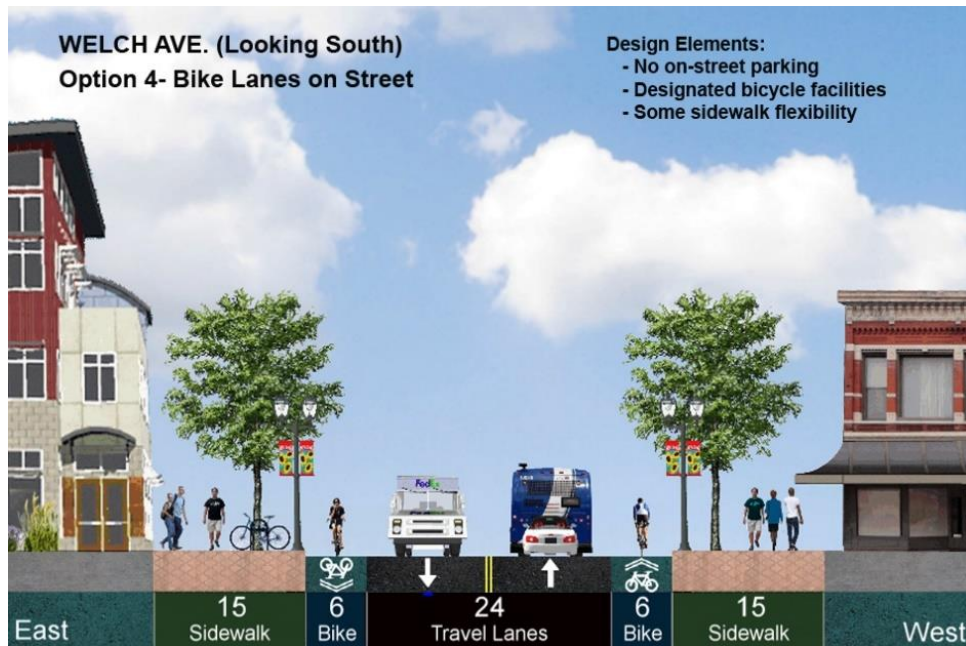
SUBJECT: CAMPUSTOWN PUBLIC IMPROVEMENTS (WELCH AVENUE) – PROFESSIONAL SERVICES AGREEMENT

BACKGROUND:

Reconstruction of the 100 block of Welch Avenue between Lincoln Way and Chamberlain Avenue is included in the FY 2019/20 Capital Improvement Plan. Scheduled improvements to Welch Avenue provide the opportunity to enhance traffic flow, upgrade amenities, and explore ways to match the current use of the area to a new streetscape.

Welch Avenue is a community feature in the Campustown area. The street pavement was most recently rebuilt in the late 1980s/early 1990s and century-old underground utility infrastructure is in need of replacement. The project will include water main, storm sewer, and sanitary sewer updates on Lincoln Way (Hayward Avenue to Welch Avenue) and on Welch Avenue (Lincoln Way to Knapp Street).

In August, the City Council asked staff to provide stakeholders with multiple opportunities for feedback regarding how to improve the street design. In particular, the City Council requested input from Campustown businesses, Iowa State University (ISU) students, and the ISU administration. During the October 9, 2018 City Council meeting, City Council selected the cross section for design shown below.



A Request for Proposals was subsequently issued for design services. Proposals for this work were received from nine engineering firms and were evaluated according to the criteria listed below:

Criteria	Points
Project Understanding	15
Design Team	10
Key Personnel	10
Previous Experience	15
Project Approach	15
Responsiveness	10
Ability to Perform Work	10
Proposed Design/Letting Schedule	5
Estimated Contract Cost	10
TOTAL POSSIBLE POINTS	100

Services to be performed by the consultant include, but are not limited to:

- Conducting base topographic survey,
- Meeting with property owners to investigate building sub structures,
- Meeting with the City of Ames utilities, Fire Department, and CyRide services to address their concerns during construction,
- Evaluating of storm sewer capacities, designing in-ground green infrastructure such as tree trenches to improve water quality,
- Designing sanitary sewer/water main repairs/rehab/replacement,
- Incorporating multimodal accommodations for pedestrians and bicyclists into the streetscape including adding bike lanes to the 100-block of Welch Avenue,
- Evaluating construction techniques,
- Preparing plans and specifications,
- Preparing and holding 2 public information meetings,
- Notifying/coordinating with area property owners/businesses/stakeholders/right-of-way users,
- Attending the pre-construction meeting.

Four City staff members individually ranked each firm on the above listed criteria, followed by a group discussion to verify how well each firm fulfilled the necessary criteria and demonstrated the needed experience to complete this project:

Evaluation Proposal Rating Based on Qualification and Cost							
Firm	Average Score	QA-PTS	QA-Rank	Estimated Cost	Cost-PTS	QA+\$ PTS	Value Rank QA+\$ PTS
WHKS	82.0	328	1	\$139,000	4	332	1
CDA/TOOLE	76.8	307	2	\$122,500	7	314	2
V&K	76.8	307	2	\$120,500	7	314	2
MSA	76.0	304	5	\$102,330	9	313	4
JEO	76.5	306	4	\$144,248	3	309	5
S E H	74.8	299	6	\$95,850	10	309	6
Wenck	73.5	294	7	\$92,500	10	304	7
HRGreen	71.3	285	8	\$190,000	0	285	8
Bolton & Menk	69.8	279	9	\$149,800	3	282	9

After weighing the capabilities and estimated fees for these nine firms, staff has negotiated a contract with WHKS & Co. of Ames, Iowa. WHKS scored overwhelmingly high compared to the next firm based on the proposal. Although WHKS did not have the lowest fee, it still **ranked first in best value, when considering qualifications and cost.**

WHKS has successfully completed multiple roadway improvements near the Welch Avenue area, including Hayward Avenue Pavement Improvements from Hunt Street to Lincoln Way and Stanton Avenue and Chamberlain Street intersection drainage improvements. The second ranked firms had a lower fee, but also had a lower qualifications based ranking. From previous experience working with WHKS, staff is confident that quality services will be delivered at the best value.

Revenue for this project totals \$1,750,000 from the following sources: \$100,000 Road Use Tax, \$1,000,000 GO Bonds, \$425,000 Water Utility Funds, \$125,000 Sewer Utility Funds, and \$100,000 in Electric Utility Funds. **The budget reflects \$260,000 for engineering/construction administration and \$1,490,000 for construction.**

ALTERNATIVES:

1. Approve the engineering services agreement for the Campustown Public Improvements (Welch Avenue) - Design with WHKS & Co. from Ames, Iowa, in an amount not to exceed \$139,000.
2. Direct staff to negotiate an engineering services contract with one of the other firms that submitted a proposal.

MANAGER'S RECOMMENDED ACTION:

Based on staff's evaluation using the above criteria, WHKS & Co. will provide the best value to the City in completing this project. Based on previous experience, staff believes that WHKS & Co. will also provide the City with exceptional services and deliverables with the design, evaluating construction techniques, evaluating the City's utility systems, incorporating multi modal transitions, designing in-ground green infrastructure, and providing coordination/notification with area property owners, businesses, stakeholders, and right-of-way users.

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

COUNCIL ACTION FORM

SUBJECT: INTERGOVERNMENTAL AGREEMENT CREATING STORYCOMM TO PURCHASE AND OPERATE AN INTEROPERABLE COMMUNICATION SYSTEM

BACKGROUND:

The radio and paging systems currently used by all City departments, including Police and Fire, no longer meets the need of the users and need to be replaced. The same radio system is used County-wide and has afforded public safety and public service users with a level of “interoperability” (ability to communicate between different entities) that has been beneficial. In 2017, recognizing the concerns of the radio users throughout the County, the Story County 911 Service Board contracted with Mission Critical Partners (MCP), a radio consultant, for an interoperable communications system needs analysis.

MCP’s final report called for replacement of the current radio and paging systems. In January of 2018 the City joined the 911 Board, Iowa State University and Story County to extend MCP’s contract to develop and design a functional interoperable communications system; to assist in the preparation of comprehensive specification documents for that system; to assist in the preparation, solicitation and review of proposals; and to negotiate a contract agreement with the successful vendor.

In October of 2018 a Request for Proposals (RFP) was issued through Iowa State University. Responses were received from two vendors on November 30, 2018. Review of those responses is currently underway.

The new radio system will coordinate with one of two existing regional and/or statewide radio systems. However, the equipment and towers that serve Ames and other Story County users will be owned by the local users. To facilitate the purchase of the new system and its on-going operation, the City, Iowa State University, Story County and the Story County 911 Service Board propose the formation of a new entity to be known as StoryComm. An intergovernmental agreement (28E Agreement) to achieve that goal has been drafted, reviewed by the attorneys from all four entities, and submitted for approvals. Important elements of the 28E Agreement include the following:

1. StoryComm’s purpose would be to purchase equipment, services, and possibly land, that would serve as the backbone of the new radio and paging system and to operate that system for the benefit of the agencies involved.
2. StoryComm would be governed by a Board of Directors comprised of three voting

members, one each from the City, Iowa State University and Story County. The Story County 911 Service Board would be represented by three non-voting ex officio members. All decisions made by the StoryComm would require a unanimous vote of the directors. StoryComm would establish a budget and other operating procedures. The 28E Agreement provides that purchasing would proceed through Iowa State University's processes.

3. Although final costs for the new system will not be known until the responses to the RFP are analyzed and a contract is negotiated and signed with the preferred vendor, the cost for the infrastructure would be shared equally by the City, Iowa State University and Story County. Infrastructure generally includes items such as towers, base stations, antennas, radio and network management software, radio core equipment, backhaul equipment, power stations and licenses. It does not include individual radios or pagers. The cost for the purchase and maintenance of those items would be the responsibility of each agency. The City's portion of the infrastructure costs and new radios will be funded through a Capital Improvements Plan project.

4. On-going costs for maintenance and replacement of the system would be shared by users of the system, including the other public safety and public service agencies throughout the County that would benefit from use of the system but who are not party to the 28E Agreement. The 911 Board would contribute to the on-going costs as part of its emergency response mission. The City's portion of on-going costs will be dispersed throughout the City Budget based on the number of radios in each department. The cost should be similar to the annual radio rental and towers fees paid by each department for the current system.

In order to determine the City's final costs for this new system, the MCP consultant and Iowa State University staff need to negotiate the best possible costs and systems with the two vendors. That negotiation process can only occur after the 28E Agreement is approved by all four parties. It is staff's hope that those costs will be much clearer by the time the new CIP and Budget are approved by Council in February. **The Capital Improvements Plan that will be presented to Council later this January still includes the \$2,000,000 cost for this system that was envisioned one year ago. It is possible that that amount may need to be increased, if absolutely necessary, in order to secure an acceptable StoryComm system from one of the vendors.**

The 28E Agreement has already been approved by Story County and by the Story County 911 Service Board. City approval requires approval by the City Council and signature by the Mayor. The University's administration has committed to approve the agreement immediately following approval by the City. Although StoryComm would have legal status to operate as an independent entity, the representative of the City to StoryComm will regularly report back to the City Council and will seek Council approval for any of the major actions or purchases proposed by StoryComm.

ALTERNATIVES:

- 1a. Approve the intergovernmental agreement with Story County, Iowa State University and the Story County 911 Service Board to form StoryComm for the purpose of establishing and operating a new interoperable communication system.
- 1b. Designate Assistant City Manager Bob Kindred as the City's representative to StoryComm's Board of Directors.
2. Do not approve the intergovernmental agreement and direct staff to find an alternative arrangement.

CITY MANAGER'S RECOMMENDED ACTION:

The City will greatly benefit by a joint effort with these other agencies to acquire and operate a new interoperable communications system. It would be both financially and operationally difficult for the City to achieve the goals on its own. StoryComm is an efficient, equitable, and effective vehicle for establishing and operating a new, County-wide, interoperable radio system.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternatives No. 1a and 1b as shown above.

AN INTERGOVERNMENTAL AGREEMENT BY THE CITY OF AMES IOWA, STORY COUNTY IOWA, THE STORY COUNTY 911 SERVICE BOARD, AND IOWA STATE UNIVERSITY FOR THE OWNERSHIP AND OPERATION OF AN INTEROPERABLE COMMUNICATIONS SYSTEM

THIS AGREEMENT is made and entered into the ____ day of _____, 2018, pursuant to Iowa Code Chapter 28E, by the City of Ames, Iowa, (hereinafter CITY), Story County, Iowa, (hereinafter COUNTY), the Story County 911 Service Board (hereinafter 911 BOARD), and Iowa State University of Science and Technology (hereinafter ISU), for the combined use and benefit of all parties.

PURPOSE

The purpose of this Agreement is to gain economy of operations allowing the parties to purchase the land, equipment and services that will serve as the backbone of an interoperable communications system for participating public safety and public services agencies throughout Story County, and then to operate that system, including the on-going maintenance and improvement of the system, for the benefit of the parties. Interoperable communication systems generally include radio, paging, cellular, and similar systems and technology designed to allow public safety and public service agencies to communicate among themselves and with each other.

BACKGROUND

The parties to this Agreement have recognized that the interoperable communications system that currently provides service to the public safety and public service agencies throughout Story County no longer meets the requirements of the users and needs to be replaced. The parties also recognize that by working together each of the parties will acquire cost effective access to a new system.

In September 2017, the 911 BOARD entered into a contract with Mission Critical Partners (hereinafter referred to as MCP) of Port Matilda, PA, for an interoperable communications systems needs analysis study for all public agencies in Story County. MCP delivered a final report on that study in December 2017. The report called for the replacement of the current interoperable communications system with a new system by joining one of the existing or developing regional radio systems in Iowa. In January 2018, the parties to this Agreement joined together to extend the contract with MCP to, among other requirements, develop and design a functional interoperable communications system, assist in the preparation of comprehensive specification documents for that system, assist in the preparation, solicitation and review of proposals, and coordinate a final contract agreement with the successful vendor. Those processes are underway.

LEGAL STATUS

A separate legal entity under Iowa law is created through this Agreement by the parties to be known as StoryComm (hereinafter StoryComm) to accomplish this purpose.

ORGANIZATION AND ADMINISTRATION

A. Membership and Governance

There is hereby created a StoryComm Board of Directors (hereinafter BOD) which shall be operated and governed pursuant to this Agreement.

StoryComm BOD shall comprise three voting members and three ex officio members. CITY, COUNTY and ISU shall each have one voting representative on the BOD. The parties anticipate that the voting members will be senior members of the entity that they represent with decision making authority. The 911 BOARD shall have three ex officio members who will not be voting members. The 911 BOARD members shall be the three permanent members of the 911 BOARD's executive committee. The parties believe that the representatives of the 911 BOARD will work more closely with the interoperable communications system and its users on a day-to-day basis and will be able to advise the voting members.

The BOD may from time to time establish subcommittees to accomplish specific tasks or meet needed goals. The BOD shall establish the membership, duties and duration of any subcommittees. Subcommittee members may include anyone that the BOD deems necessary to accomplish the goals of the subcommittee, including both representatives from the parties to this Agreement and others who are not representatives of the parties. Members of the BOD may also serve on subcommittees.

B. Powers

The BOD shall have the authority to make managerial decisions necessary to accomplish the purposes of this Agreement and to exercise any power, privilege or authority exercised or capable of exercise by the party represented including but not limited to: adopting rules, policies and procedures for the operation of StoryComm and the interoperable communications system; entering into contracts for the purchase or lease of land, goods and services; paying debts, borrowing, holding and investing funds; acquiring and holding state and federal licenses; hiring staff or contract for support services; arranging annual financial audits; and establishing a budget, to further the purpose of this Agreement.

C. Meetings

The BOD shall meet at least once each calendar year and at such other times as deemed necessary or desirable. A special meeting may be called by any of the three voting members of the BOD.

For the purposes of coordinating the activity of StoryComm, one of the three voting members of the BOD shall act as chair. The position of Chairperson of the BOD shall be selected by the three voting members of the BOD on a majority vote on an annual basis.

All meetings shall be governed by the parliamentary procedures set forth in Robert's Rules of Order. A quorum requires that all three voting members be present, either in-person, by phone, or electronically. Each of the three voting members shall be entitled to one vote, and decisions of the BOD shall require a unanimous vote unless provided otherwise in this Agreement.

Because StoryComm is created by four public entities and will have the authority to establish a budget and make other recommendations, the BOD shall be deemed to constitute a

governmental body subject to Iowa open meeting and open records laws (Iowa Code Chapters 21 and 22). The Chairperson, through the administrative support from 911 Board, shall cause the minutes of the BOD meetings to be prepared, appropriately published and distributed to the BOD members and their participating cities' Mayors, the County Board of Supervisors, and the President of ISU.

COMMENCEMENT OF OPERATIONS

StoryComm operations shall commence on a date to be determined by the BOD.

FINANCING

The parties acknowledge that at the time they enter into this Agreement, MCP is actively working a Request for Proposals (hereinafter RFP) on behalf of the parties to develop the requirements for an appropriate interoperable communications system that will potentially serve all public safety and public service agencies in Story County. The responses to that RFP and the recommendation from MCP will provide the final projected costs for a new interoperable communications system. The exact costs cannot be known until the RFP process is complete. The parties will establish a final distribution of costs and process for management of the system once the final vendor is determined.

The parties agree that the following principals will govern the financing in acquisition and operation of the StoryComm interoperable communications system:

A. The parties have agreed that ISU will act as the purchasing agent in developing, processing, and reviewing the RFP being developed by MCP. The parties agree that StoryComm will accept the purchasing process of ISU as its own for purchasing activities that occur both before and after the effective date of this Agreement. StoryComm will determine the successful vendor in the RFP process and, with the assistance of ISU and MCP, will negotiate a contract with that vendor. StoryComm will enter into the contract with the vendor.

B. Costs for the infrastructure necessary to build out a successful interoperable communications system will be shared equally by the voting members of the BOD and held in the name of StoryComm. Infrastructure generally includes, but is not limited to, item such as land, towers, base stations, antennas, radio and networking management software, radio core equipment, backhaul equipment, power systems and licenses. Subscriber units, such as radio units, are not infrastructure.

C. On-going costs associated with the interoperable communications system, including system maintenance and management (both hardware and software) and replacement costs ("Operating Costs"), shall be paid from collected User Fees (as defined below). At the time the BOD establishes a budget for a fiscal year, the BOD shall establish a fee to be charged per subscriber unit ("User Fee") and determine the number of subscriber units each party and any third parties will be using in connection with the interoperable communications system in the fiscal year. Each party and any third parties shall pay the User Fee for each subscriber unit it will use in connection with the interoperable communications system in the fiscal year. The BOD shall establish a procedure for billing and collecting the User Fees.

D. To the extent possible, the 911 BOARD shall contribute toward the Operating Costs an amount at least equal to the amount allocated to tower fees in the 911 BOARD's 2018-2019

budget. Any other sources of revenue shall be applied to the Operating Costs. The BOD shall consider the availability of funds from these sources when establishing the User Fee.

E. If a party donates, or leases at no or reduced cost, land to support the infrastructure for the interoperable communications system, the value of the donated or leased land shall be offset against the amount the party owes for its share of the infrastructure costs and/or the amount it owes for User Fees.

F. StoryComm shall establish an initial budget as soon as practical after the selection of a vendor. StoryComm will operate on a July 1 to June 30 fiscal year and shall establish an annual budget by November 1 of each year for the next fiscal year.

G. StoryComm will appoint a fiscal agent to manage its day-to-day financial affairs. That may be one of the parties to this Agreement or an agent contracted for that purpose.

H. StoryComm may apply for and utilize grant funding in furtherance of the purpose of this Agreement.

I. The parties recognize that commitment of staff to support StoryComm's mission is critical. The parties agree that the BOD will make every effort to distribute the duties of StoryComm equitably and equally between the parties. Each party will be responsible for the costs of that party's staff allocated to the work of StoryComm.

EFFECTIVE DATE AND DURATION

As required by Iowa law, this Agreement will be filed with the Secretary of the State of Iowa and shall be recorded in the office of the Story County Recorder. This Agreement shall be effective from and after the date on which recording is complete. This Agreement will continue in effect until terminated by one or more of the parties.

TERMINATION

This Agreement may not be terminated by any of the parties for a period of ten years after its effective date except by unanimous agreement of the voting members of the BOD. Thereafter, any party may terminate this Agreement on written notice to the other parties. Written notice shall be given no later than January 1 of any given year and termination will be effective January 1 of the following year. Each party shall remain liable for its pro rata share of expenses until termination takes effect.

The parties further agree that, because of the unique and indispensable nature of the services jointly provided by this Agreement, termination may result in the disruption of services provided to the other parties. The parties may mutually agree to allow six month extension(s) to continue operation in order to permit the acquisition of funding and take into account the time needed to install a substitute/replacement system(s) by one or all of the parties.

DIVISION OF PROPERTY

In the event of termination of this Agreement the parties agree that all property, tangible and intangible, acquired and held by StoryComm will be evaluated at the time of termination and, subject to the terms of the TERMINATION paragraph, a suitable distribution will be negotiated by the parties. A party may waive its rights to property, jointly acquired under this Agreement, as

the law provides.

GOVERNING LAW

This Agreement shall be governed by and interpreted under the laws of the State of Iowa.

AMENDMENTS

This Agreement may be amended at any time by an affirmative, unanimous vote of the voting members of the BOD. Any Party desiring an amendment to this Agreement shall notify the other Parties of its desire, and the reasons for the request.

Such a request shall be in writing to the other Parties, and shall be considered by the other Parties without unreasonable delay and within no more than ninety (90) days of receipt.

NOTICES

All notices under this Contract shall be in writing and shall be deemed to have been given: (i) upon hand delivery; (ii) the next business day after sending by a nationally recognized overnight carrier with written confirmation of receipt or (iii) if sent by email, when the recipient acknowledges having received the email. Notices shall be sent to the BOD representatives of the other Parties.

SIGNATURES OF THE PARTIES

IN WITNESS WHEREOF the parties hereto have caused this instrument to be executed by their duly authorized representatives.

CITY OF AMES, IOWA

By: _____
Authorized Representative

Date: _____

IOWA STATE UNIVERSITY OF SCIENCE AND TECHNOLOGY

By: _____
Authorized Representative

Date: _____

STORY COUNTY, IOWA

By: _____
Authorized Representative

Date: _____

STORY COUNTY 911 SERVICE BOARD

By: _____
Authorized Representative

Date: _____

COUNCIL ACTION FORM

SUBJECT: REQUEST TO APPROVE CITY OF BOONE IN THE INTERGOVERNMENTAL AGREEMENT FOR COMBINED LAW ENFORCEMENT INVESTIGATIONS OF CONTROLLED SUBSTANCES

BACKGROUND:

The Central Iowa Drug Task Force (CIDTF) has been in existence since 1991. Agency membership has changed over time however, the Ames Police Department, Iowa State University Department of Public Safety, the Story County Sheriff's Office, and the Story County Attorney have been consistent participants over the years. The goal of the CIDTF has consistently been focused on interrupting the trafficking and sale of controlled substances. The nature of drug trafficking frequently leads to larger scale, more complex, interjurisdictional investigations.

The City of Boone has requested that they become a party to the Intergovernmental Agreement establishing the Central Iowa Drug Task Force. This is advantageous to the City of Ames and the rest of the Task Force since drug distribution often crosses jurisdictional boundaries. Formal participation from the City of Boone will be a valuable addition to investigative capability of the Task Force. There are no substantive changes to the purpose or operation of the Task Force.

ALTERNATIVES:

1. Approve the addition of the City of Boone to the Intergovernmental Agreement for Combined Law Enforcement Investigations of Controlled Substances.
2. Do not approve the addition of the City of Boone to the Intergovernmental Agreement for Combined Law Enforcement Investigations of Controlled Substances.

MANAGER'S RECOMMENDED ACTION:

The work of the Drug Task Force is typically rated as a high priority in the citizen satisfaction survey. In addition, the nature of illegal controlled substance distribution often requires shared investigative resources and multijurisdictional cooperation. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the addition of the City of Boone to the Intergovernmental Agreement for Combined Law Enforcement Investigations of Controlled Substances.



Paul D. Pate
Secretary of State
State of Iowa

28E Agreement

FOR OFFICE USE ONLY:

FILED

M510990

7/27/2018 2:46:13 PM

PLEASE READ INSTRUCTIONS ON BACK BEFORE COMPLETING THIS FORM

Item 1. The full legal name, organization type and county of each participant to this agreement are:

	Full Legal Name	Organization Type	*County
Party 1	Story County Sheriff's Office	County	Story
Party 2	Ames PD	City	Story
Party 3	ISU DPS	City	Story
Party 4			
Party 5			

**Enter "Other" if not in Iowa*

Item 2. The type of Public Service included in this agreement is: 110 Police Protection
(Enter only one Service Code and Description) Code Number Service Description

Item 3. The purpose of this agreement is: *(please be specific)*
 the parties hereby join together in cooperative drug law investigative action by operating a special narcotics unit, known as Central Iowa Drug Task Force to identify and apprehend those involved in violations of laws regulating controlled substances.

Item 4. The duration of this agreement is: *(check one)* Agreement Expires _____ Indefinite Duration
[mm/dd/yyyy]

Item 5. Does this agreement amend or renew an existing agreement? *(check one)*
 NO
 YES Filing # of the agreement: _____
(Use the filing number of the most recent version filed for this agreement)
 The filing number of the agreement may be found by searching the 28E database at: <http://sos.iowa.gov/28e>.

Item 6. Attach two copies of the agreement to this form if not filing online.

Item 7. The primary contact for further information regarding this agreement is: *(optional)*

LAST Name Bellile **FIRST** Name Michelle
 Title Administrative Assistant Department Administrative Assistant
 Email mbellile@storycountyiowa.gov Phone 515-382-7218



Return to:
Story County Auditor's Office
Attn: Shelly Bellile
(will call)

Prepared by: Constance Toresdahl, 515-382-6566,
Story County Sheriff, 1315 So. B Ave., Nevada, Ia. 50201

INTERGOVERNMENTAL AGREEMENT FOR COMBINED
LAW ENFORCEMENT INVESTIGATIONS
OF CONTROLLED SUBSTANCES

THIS AGREEMENT, made by and among the County of Story, Iowa, the City of Ames, Iowa, and Iowa State University of Science and Technology, with their respective law enforcement agencies, the Story County Sheriff's Office, the Ames Police Department (hereinafter "Ames PD"), and the Iowa State University Department of Public Safety (hereinafter "ISU DPS"), (collectively, "the Parties") is entered into to permit combined law enforcement investigations within their boundaries pursuant to Chapter 28E of the Iowa Code, providing as follows:

I. PURPOSE

This Agreement does not contemplate and shall not be construed to limit or expand the powers of the participating entities, except as expressly stated in this Agreement.

WHEREAS, the Parties recognize that in certain situations the use of law enforcement officers to perform law enforcement duties outside of the territorial limits of the political subdivision or institution where such officers are legally employed may be desirable and necessary to preserve and protect the health, safety and welfare of the public; and

WHEREAS, the Parties recognize that the trafficking and sales of controlled substances is a local, regional, state, and national problem involving violations of laws that cross political jurisdictional lines, and is an example of one situation where the use of law enforcement officers outside the territorial limits where such officers are employed may be desirable; and

WHEREAS, the purpose of this Agreement is to permit the Parties, through their respective law enforcement agencies, to engage in sharing of personnel, and/or other resources for the purpose of combined investigations aimed at identifying and apprehending those involved in violations of laws regulating controlled substances; and

THEREFORE, the undersigned have entered this Agreement with the consideration of the following:

II. RESPONSIBILITIES OF THE CENTRAL IOWA DRUG TASK FORCE

The parties hereby join together in cooperative drug law investigative action by operating a special narcotics unit, known as the Central Iowa Drug Task Force (hereinafter "CIDTF"), however nothing herein should be construed so as to create a separate legal entity.

The purpose of the CIDTF is:

1. To serve as a communicative and coordinating body to plan, foster, implement, monitor, and evaluate the coordination of drug law investigation, enforcement and prosecution efforts among the body membership, for the mutual advantage of the membership;
2. To serve as a conduit for private, local, state, and federal funding that may be available for any of the purposes set forth herein and any activities reasonably incidental thereto;
3. To organize and implement training and educational programs for law enforcement and agencies and officers relating to drug investigation, enforcement, and prosecution;
4. To establish and maintain a budget including methods of revenue acquisition in order to fund the purposes set forth herein; and
5. To complete any and all acts necessary and appropriate under Iowa law to effectuate the purposes set forth herein; and
6. To use, store and maintain any personal property or licenses that may be contributed by the Parties or from any other source. No real property will be purchased, held, or disposed of in the performance of this Agreement.

III. AUTHORITY TO SELECT PERSONNEL

The head of each law enforcement agency, the Sheriff of the Story County Sheriff's Office, the Chief of the Ames PD, and the Assistant Vice President/Chief of police of ISU DPS, shall have the sole discretion to determine those personnel from his/her department who shall be selected and authorized to participate in the investigations pursuant to this Agreement. The names of those selected shall be made known only to the other law enforcement agency heads, and only those personnel specifically authorized by this procedure will be permitted to participate in such investigations.

IV. AUTHORITY OF PARTICIPATING OFFICERS

The Officers designated pursuant to Division III of this Agreement shall have full powers as peace officers when participating in investigations pursuant to this Agreement anywhere in the jurisdictions of the participating agencies. They however shall have no greater authority than they have within their jurisdiction or institution.

V. EMPLOYMENT STATUS AND COMPENSATION

All Officers selected pursuant to Division III of this Agreement shall be considered employees of their respective law enforcement agencies and governed by the personnel policies of their employing agency. The employment status of each officer shall be determined by the law enforcement agency that employs them. It shall be the sole responsibility of each law enforcement agency participating in this Agreement to provide compensation and appropriate benefits to only its own officers who have been selected by the agency head to participate in such investigations. Such compensation shall include, but is not necessarily

limited to wages, overtime, injury (Worker's Compensation), death and retirement benefits, and insurance. No participating law enforcement agency shall be required to compensate officers of another agency.

VI. LIABILITY

Each law enforcement agency participating under this Agreement shall be responsible for the acts of only its own officers who have been appointed and are acting pursuant to this agreement. To the extent provided by Iowa law, each agency supplying personnel shall be responsible to indemnify for the acts of only its own officers who have been appointed and are acting pursuant to this agreement, and no party to this agreement shall be held liable for the acts of officers from other participating departments/agencies.

VII. RULES AND REGULATIONS

The head officials of the participating law enforcement agencies are authorized to establish the operational rules and regulations for the conduct of investigations conducted pursuant to this Agreement, covering such matters as administrative duties and command responsibility for the personnel and equipment involved.

VIII. TERM

The term of this Agreement shall commence when approved by the governing body of each law enforcement agency and signed by the representative of each governing body, and shall continue until terminated as provided herein.

IX. RULES AND REGULATIONS

The CIDTF shall have a Board of Directors consisting of a representative from each of the parties appointed by their respective head official. The representatives shall elect from among themselves a chairperson and a vice chairperson, elected annually via simple majority. The Board of Directors shall be in place within forty five (45) days from the date this Agreement is entered upon. The chairperson shall preside over the meetings of the Board of Directors and, when authorized by the Board of Directors, sign contracts and other documents on behalf of the Board of Directors. The chairperson shall also be responsible for providing written notice of the date, time, place, and purpose of the meeting, which shall be provided to the Parties at least ten (10) days prior to the scheduled meeting. In the absence or unavailability of the chairperson, the vice chairperson shall perform the duties of the chairperson. The Board of Directors shall be responsible for: collection and spending of CIDTF's funds, disposing of the property contributed by individual parties to the CIDTF, and ensuring compliance of rules and regulations established pursuant to section VII of this Agreement.

Meetings of the Central Iowa Drug Task Force and the Board of Directors shall be subject to the applicable provisions of Iowa Code Chapter 21, the Open Meetings Law.

X. AMENDMENTS/TERMINATION

This Agreement may be amended at any time by mutual agreement of the Parties. Any party desiring an amendment to this Agreement shall notify the other parties of its desire and the reason for the request. Such request shall be in writing to the other parties, and shall be considered by the other parties without reasonable delay and within no more than ninety (90) days of receipt. Amendments to this Agreement shall be effective only upon ratification by appropriate resolution of the governing body of each agency.

This Agreement may be terminated at any time by the mutual agreement of all parties. In the event of such termination, the parties shall mutually agree upon the disposal of personal property and financial contributions held by the CIDTF.

A party may withdraw from this Agreement by furnishing written notice to the other agencies. In the event of such withdrawal, the remaining parties may either mutually agree to terminate this Agreement or agree that this Agreement survives, and continue to operate under its terms. In the event that the Agreement survives, all personal property or financial contribution made by the withdrawing Party shall remain with the CIDTF as a gratuitous contribution.

XI. GOVERNING LAW

This Agreement shall be governed and interpreted under the laws of the State of Iowa.

XII. MISCELLANEOUS PROVISIONS

In the event any provision of this Agreement is found to be void or voidable by operation of statute, order of court, or otherwise, all other provisions of this Agreement in section, whole or part shall remain in full force and effect.

All county parties hereto signed this Agreement by authority of a resolution duly adopted by the respective county's board of supervisors; and all municipalities a party hereto sign this Agreement by authority of a resolution duly adopted by the respective city council or other governing board of such municipality.

This Agreement may be signed in counterparts.

XII. ENTIRE AGREEMENT

This agreement represents the entire agreement between the parties as to the subject of this agreement. Any subsequent modification to the terms of this Agreement shall be in the form of a duly executed and filed Addendum to this Agreement.

IN WITNESS WHEREOF, the parties have executed this agreement on the dates given below.

IOWA CODE CHAPTER 28E AGREEMENT
OTHER PARTIES TO AGREEMENT

Iowa State University

By: Pamela Elliott Cain
Pam Cain, Interim Senior Vice President

Date: 7/9/18

ATTEST:

By: Michael Newton
Michael Newton, Assistant Vice President / Chief of Police

IOWA CODE CHAPTER 28E AGREEMENT
CITY PARTIES TO AGREEMENT

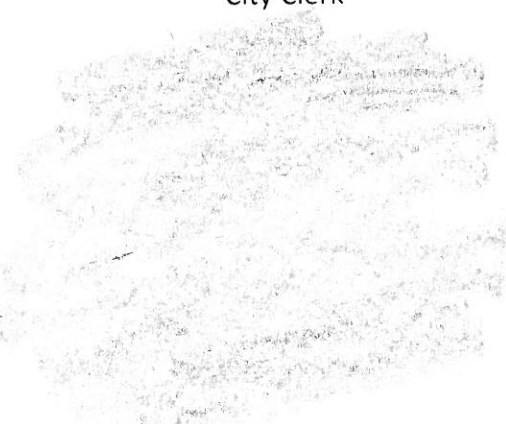
City of Ames, Iowa

By: John Smith
Mayor

Date: 4/25/18

ATTEST:

By: Maureen R. Voss
City Clerk



IOWA CODE CHAPTER 28E AGREEMENT
COUNTY PARTIES TO AGREEMENT

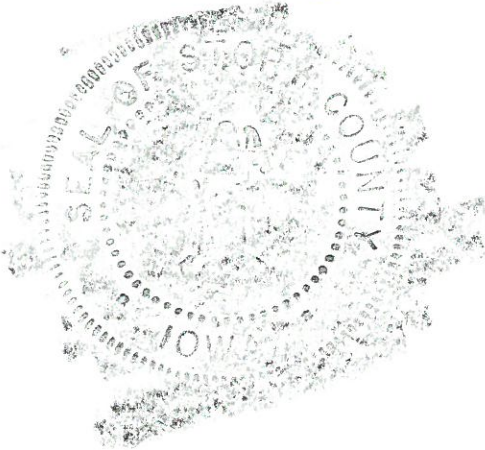
Story County, Iowa

By: [Signature]
Chairman, Board of Supervisors

Date: 7-24-18

ATTEST:

By: [Signature]
County Auditor



AMENDMENT NO. 1
To
28E Agreement
For
INTERGOVERNMENTAL AGREEMENT FOR COMBINED LAW ENFORCEMENT INVESTIGATIONS
OF CONTROLLED SUBSTANCES
Dated December 3, 2018
Iowa Code Section 28E.12

This AMENDMENT No. 1 is by and among the County of Story, Iowa, the City of Ames, Iowa, and Iowa State University of Science and Technology, with their respective law enforcement agencies, the Story County Sheriff's Office, the Ames Police Department (hereinafter "Ames PD"), and the Iowa State University Department of Public Safety (hereinafter "ISU DPS"), (collectively, "the Parties"). In consideration of the mutual covenants herein made, the Parties agree as follows:

SECTION 1. PURPOSE OF AMENDMENT

1. Member Counties agree that an amendment should be made to allow for City of Boone, Iowa, with its respective law enforcement agency, the City of Boone Police Department to join this 28E agreement.
 - a. The agreement referenced above is amended to include City of Boone, Iowa as party to this agreement.

SECTION 2. All other terms and conditions of the Agreement identified in the caption hereof shall remain in full force and effect except as specifically modified by this amendment.

IN WITNESS WHEREOF, THE CITY OF BOONE EXECUTES THE INTERGOVERNMENTAL AGREEMENT AMENDMENT, EFFECTIVE December 3, 2018.

BY: 

(John Slight)

John Slight Mayor, City of Boone

ATTEST: 

(William J. Skare)

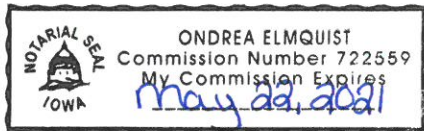
William Skare City Administrator, City of Boone

ACKNOWLEDGEMENT BY NOTARY

STATE OF IOWA)
)ss.
BOONE COUNTY)

On this 3rd day of December, 2018, before me the undersigned, a Notary Public in and for said County and State, personally appeared John Slight and William J. Skare, to me personally known, who, being sworn, did say that they are the Mayor of Boone, Iowa and the City Administrator of Boone, Iowa respectively; that the seal affixed hereto is the seal of said the City of Boone, Iowa; that said instrument was signed and sealed on behalf of the said City of Boone, Iowa by authority of its City Council and that said Mayor and City Administrator as such officers, acknowledge the execution of said instrument to be the voluntary act and deed of said City, it and by them voluntarily executed.

Andrea Elmquist
Notary Public in and for Said County
And State of Iowa



IN WITNESS WHEREOF, THE CITY OF AMES, IOWA, EXECUTES THE INTERGOVERNMENTAL AGREEMENT AMENDMENT, EFFECTIVE DECEMBER 3, 2018.

BY: _____
John A. Haila, Mayor, City of Ames, Iowa

ATTEST: _____
Diane Voss, City Clerk

ACKNOWLEDGEMENT BY NOTARY

STATE OF IOWA)
)ss.
STORY COUNTY)

On this ____ day of _____, 2019, before me the undersigned, a Notary Public in and for said County and State, personally appeared John A. Haila and Diane Voss, to me personally known, who, being sworn, did say that they are the Mayor of Ames, Iowa and the City Clerk of Ames, Iowa respectively; that the seal affixed hereto is the seal of said City of Ames, Iowa; that said instrument was signed and sealed on behalf of the said City of Ames, Iowa by authority of its City Council and Mayor and that said Mayor and City Clerk as such officers, acknowledge the execution of said instrument to be the voluntary act and deed of said County, it and by them voluntarily executed.

Notary Public in and for Said County
And State of Iowa

COUNCIL ACTION FORM

SUBJECT: APPROVAL OF A RISE (REVITALIZE IOWA’S SOUND ECONOMY) GRANT APPLICATION FOR IOWA STATE UNIVERSITY RESEARCH PARK PHASE IV IMPROVEMENTS (COLLABORATION PLACE & SOUTH RIVERSIDE DRIVE).

BACKGROUND:

In the summer of 2018, work began on the development of an Iowa State University (ISU) Research Park lot located at 3525 South Riverside Drive for John Deere. The next phase of ISU Research Park (Phase IV) includes this lot and development of the surrounding area (Attachment A). These associated public improvements include the paving of approximately 1,570 feet of South Riverside Drive (with shared use path), 1,860 feet of Collaboration Place (with on-street bike lanes), the extension of sanitary sewer and water main, and the installation of electric service improvements street lighting. Please view Attachment A for a location map of the proposed public improvements. The total estimated cost for these improvements is \$3,487,116.

The funding for these improvements will be provided in part through an Economic Development Administration (EDA) grant that was awarded in September of 2018. This grant will reimburse 50% of the estimated project costs, or up to \$1,743,558.

In addition to the EDA grant funds, a RISE grant application (Attachment B) has also been prepared and is being submitted for City Council approval. This application is a request for 70% reimbursement of all street paving, associated storm sewer improvements, and shared use path (utility improvements are not eligible for RISE grant funds). The total estimated cost for the RISE grant eligible improvements is \$2,588,708. Therefore, the RISE grant application is requesting reimbursement of up to \$1,812,095 or 70% of those costs. Under this grant program no job creation is required.

As indicated in the application, the remaining local match of approximately \$314,204 is proposed from a tax increment financing (TIF) incentive from the City to pay for the remaining utility costs not covered by the EDA or RISE grants.

<u>Funding Source</u>	<u>Available Funding</u>	<u>Estimated Expense</u>
Iowa DOT (RISE)	\$1,812,905	
Department of Commerce (EDA)	\$1,743,558	
G.O. Bonds (TIF Abated)	\$ 314,204	
City of Ames Electric	\$ 135,000	
Engineering/Admin		\$ 494,000
Construction		\$2,993,116
TOTAL	\$4,005,667	\$3,487,116

ISU Research Park cannot apply directly for RISE funds; therefore, the City has been working with their staff to prepare and submit this grant application. As shown above, the award of this grant would provide significant funding for the cost of these development related improvements.

Currently, project design is scheduled to take place in the spring and summer of 2019 with construction anticipated to begin in the fall of 2019 and might continue into the summer of 2020.

ALTERNATIVES:

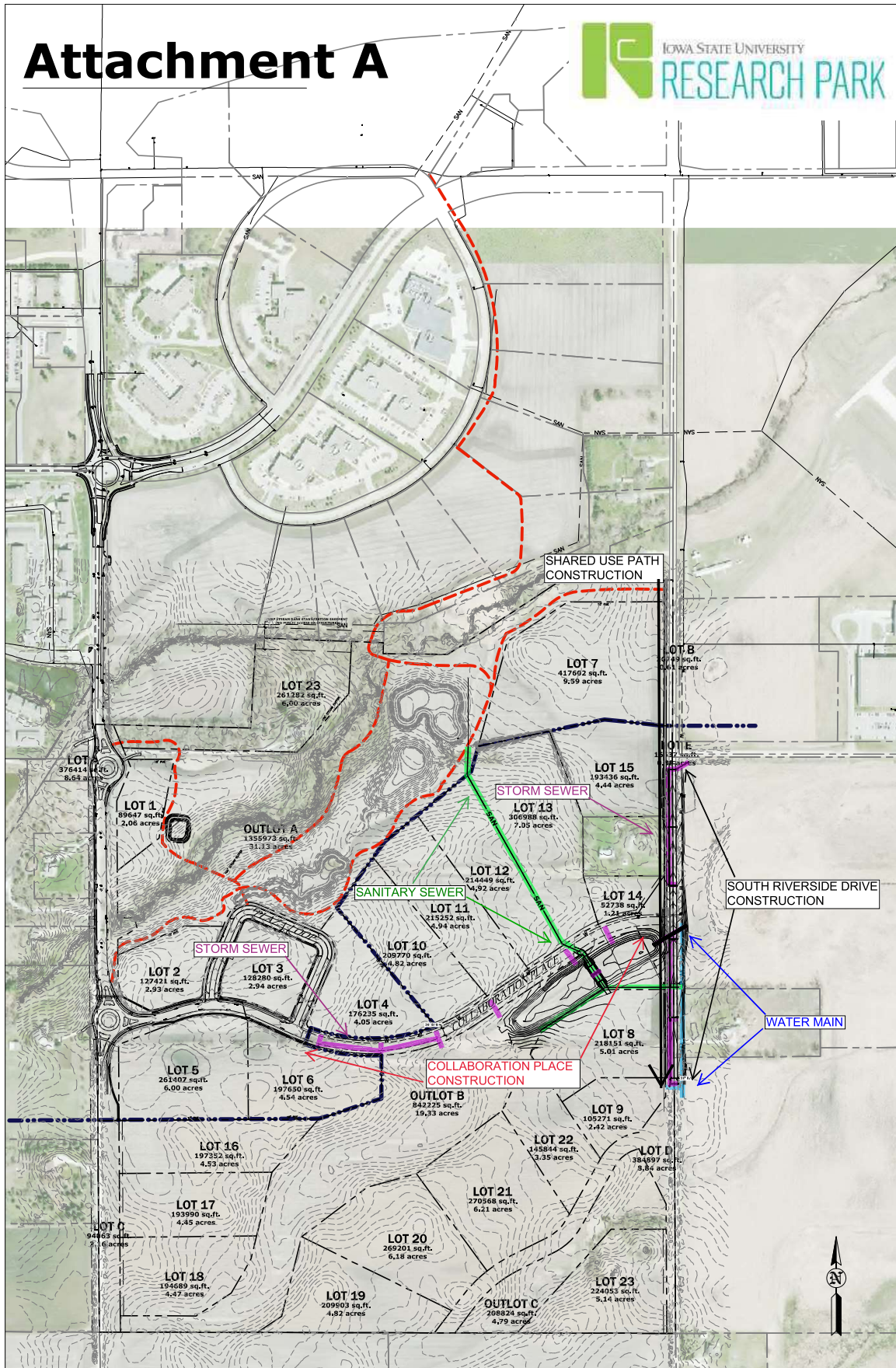
1. Approve the RISE grant application for ISU Research Park Phase IV improvements.
2. Approve the RISE grant application for ISU Research Park Phase IV improvements with revisions as directed by the City Council.
3. Do not approve the RISE grant application for ISU Research Park Phase IV improvements, thus requiring ISU Research Park to provide the additional funding.

MANAGER'S RECOMMENDED ACTION:

The ISU Research Park continues to be an important economic development area for the region. Combined with the previously awarded EDA grant, most of this project would be grant funded with the award of the RISE grant, significantly reducing ISU Research Park's costs.

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

Attachment A



PROPOSED IOWA STATE UNIVERSITY RESEARCH PARK IMPROVEMENTS



APPLICATION INSTRUCTIONS FOR RISE: COMPETITIVE RATING FUNDING for Local Development Projects

GENERAL INSTRUCTIONS

1. Before preparing this application, please read the RISE program **Administrative Rules**. The rules describe the types of funding available under the RISE program.
2. The RISE program shall be targeted toward value-adding activities to provide maximum economic impact to the state. Value-adding activities feed new dollars into the economy. As these dollars are circulated, the state experiences economic growth. Residential and retail development, local government facilities, local public schools, locally oriented business services, commercial and personal services are generally not value-adding activities and will rarely meet the intent of the program. However, value-adding activities could include industrial, manufacturing, warehousing, distribution, and profession office (non-personal service) developments.
3. This application form is for Competitive Rating Local Development projects. Competitive Rating funding is intended for those projects that do not require an immediate commitment of funds or cannot meet the criteria for Immediate Opportunity funding. Projects must compete against other Local Development projects in a process conducted semi-annually.
4. Only city and county governments may apply for Local Development funds. Cities and counties may apply for RISE funds for use on city street, secondary road, or primary road projects. Joint applications submitted by two or more local governments must specify a lead agency and list all participating jurisdictions. The application should be signed by the mayor or chairperson of the board of supervisors of the local government submitting the application.
5. If the proposed project will include improvements to a primary road (Iowa Department of Transportation jurisdiction) or if the proposed project will provide ingress/egress to/from a primary road, the applicant is required to contact the responsible Iowa DOT District Office and inquire about work in the right of way permit and access requirements. The district office will require a traffic impact study to determine appropriate improvements on the primary roadway required by the proposed project, this study must be completed and reviewed to the satisfaction of the district office before a RISE application will be considered by the Iowa Transportation Commission.
6. The completed application form must be typewritten, and information must be clear, concise, and accurate. Photocopies of this form may be used by applicants. If the space provided for an answer is inadequate, please attach additional pages.
7. Incomplete applications will not be considered by the Iowa Transportation Commission for funding, but may be completed and re-submitted. All information submitted as part of this application, as well as any additional information by the department, will be used to evaluate the application. The information will not be routinely supplied to persons outside the department.
8. Funds may be requested and committed as either a loan or grant, or a combination loan and grant.
9. Applications may be submitted at any time. Complete applications must be received by the department no later than Feb. 1 or Sept. 1 in order to be considered in the current round of applications. Applications received after a deadline will be held for consideration in the next programming cycle.

Note: Applications for Competitive Rating funding that are submitted at least two months in advance of the deadline will generally have an opportunity to be revised and resubmitted, if necessary, and be considered in the same funding cycle.
10. Complete applications will be reviewed and forwarded to the Iowa Transportation Commission for a funding commitment decision within a reasonable period of time after the application deadline. An application considered but not funded in one cycle must be updated and re-submitted by the applicant if it is to be considered in a subsequent cycle.
11. Applications for Competitive Rating funding will be evaluated on five factors. The following is a brief description of each of the factors.
 - A. **Development potential:** In assessing development potential, the Iowa DOT will consider the current status of, and potential for, the economic development associated with the RISE-funded roadway. Economic development includes business, industry, parks, and recreational or tourism activities.
 - B. **Economic impact:** In assessing economic impact, the Iowa DOT will consider the number of permanent direct and indirect "multiplier" jobs that will be created or retained, the number of visitors that will be attracted, the total capital investment, the amount of private participation in the roadway project, and the size of the development area served. Economic impact measures will be considered in proportion to the amount of RISE funds requested.

- C. **Local commitment and initiative:** In assessing local commitment and initiative, the Iowa DOT will consider what efforts have been made to plan for and attract economic development, whether or not arrangements have been made for non-roadway factors (such as zoning, utilities, and labor force training) critical to the success of the development, the amount of local participation in the roadway project, and whether the applicant has used available marketing services, such as the Iowa Department of Economic Development's Community Economic Preparedness Program and Community Quick Reference Guide.
- D. **Transportation need:** In assessing transportation need, the Iowa DOT will consider the information included in local plans or programs, and the distance of the city or county from the interstate system and other major highways.
- E. **Area economic need:** In assessing economic need, the Iowa DOT will consider recent changes in local population and employment, the level of unemployment, and the local tax effort compared with the local tax capacity. No information is required from the application concerning area economic need.

REQUIRED DOCUMENTATION

The following documents must be attached to the application form. In the upper right corner of each documentation, please write the letter (shown below) that the document supports.

- A. A **narrative** describing the proposed total economic development and stating how the RISE-funded roadway project will support the development.
- B. A **resolution** approved by the local government. The resolution must:
 - a. Endorse the project.
 - b. State the roadway involved in the project is currently or will be dedicated to public use.
 - c. State the proposed jurisdictional responsibility for the new or improved roadway, and state that the roadway will be adequately maintained.

Note: If a joint application is submitted, resolutions from all participating local governments shall be included in the application submitted by the lead agency. The additional resolutions must address items a, d, and e (stated above) as they pertain to the roadway project in their jurisdiction.

- C. A **narrative** assessing existing conditions, outlining the concept of the proposed roadway project, and providing adequate transportation justification. ("Transportation justification" is defined in the Administrative Rules.) The narrative must show that the concept is reasonable from a transportation engineering standpoint.
- D. An **area map** identifying the location of the roadway project, and showing the environs. The map should be approximately to scale and should show existing corporate limits, subdivision boundaries, zoning, land use, and utilities. If the subdivision has not yet been recorded, a preliminary plat will also need to be included to illustrate the proposed land development.
- E. A **sketch plan** of the roadway project with sufficient detail to allow preliminary cost estimates to be made.
- F. A **time schedule** for the roadway project, and other development as appropriate. It is up to the applicant to identify the time schedule and be able to maintain it.
- G. If applicable, a **letter of commitment** from the business or developer if the applicant has indicated that a firm commitment exists or negotiations are underway for a new economic development, or expansion or retention of an existing development. (The **resolution** from the local government may contain a statement certifying the existence of a commitment or negotiations if it is considered necessary to withhold the name of the business or developer.)
- H. An **itemized breakdown of total roadway project costs**; the attached form must be used. If more than one jurisdiction is involved, a separate breakdown must be included for costs incurred in each jurisdiction.
- I. If applicable, each business to be directly assisted by the economic development project must prepare a **narrative** discussing the associated economic development and jobs.
- J. **Documentation** that the proposed roadway project and economic development are consistent with any regional or metropolitan area long-range transportation plans in effect for the RISE project location. This can be fulfilled by a letter(s) from the regional or metropolitan planning organization(s).

- K. If applicable, a **narrative** should be included if the project involves the remediation or redevelopment of a brownfield site.
- L. If applicable, when applying for a certified site assistance, **certification** from the Iowa Economic Development Authority shall be included as verification that the site has been officially declared an Iowa Certified Site. If the applicant has applied to the IEDA and certification is pending, provide a **narrative** detailing 1) when the application was submitted to IEDA, 2) the status of the application (phase of certification process, information not yet provided to the IEDA, etc.), and 3) an estimated timeline for when certification by the IEDA is expected.
- M. **Minority Impact Statement** completed and signed.

The general instructions (above) are for your information only and do not need to be returned with your completed application.

Submit the application and all attachments in duplicate to:

**RISE Program: Competitive Rating
Office of Systems Planning
Iowa Department of Transportation
800 Lincoln Way
Ames, IA 50010**

If you have any questions, please call 515-239-1664.



JANUARY 8, 2019
RISE APPLICATION

IOWADOT

APPLICATION INSTRUCTIONS FOR RISE: COMPETITIVE RATING FUNDING for Local Development Projects

GENERAL INFORMATION

Applicant Name (City or County of) City of Ames

Contact Person
(Name and Title) Steve Schainker, City Manager

Street Address and/or
Box Number 515 Clark Avenue

City Ames State IA ZIP Code 50010

Telephone Number 515-239-5101 E-mail SSchainker@city.ames.ia.us

If more than one agency or organization is involved in this project, please state the highway authority, contact person, mailing address, and telephone number of the second agency. *(Attach an additional page if more than two agencies are involved.)*

City or County of _____

Contact Person
(Name and Title) _____

Street Address and/or
Box Number _____

City _____ State _____ ZIP Code _____

Telephone Number _____ E-mail _____

Project Title South Riverside Drive and Collaboration Place Extension

Please complete the following:

The proposed project is on a:

- City Street. Secondary Road. Primary Road.

(Length of Project in feet: 4,150)

If a Primary Road is involved, indicate the desired RISE funding source.

- City County State

The proposed project involves: Development of a new road.
 Improvement of an existing road.
 Both

Has any part of this Development or Roadway Project been started? If yes, please explain: Yes No

Is the development area an Iowa Certified Site? Yes No Date Certified: _____

Is the development area an Iowa Certified Site? Yes No

Has an application been submitted to the IEDA for the development area to be reviewed and certified as an Iowa Certified Site? Yes No Date Submitted: _____

This application is for RISE funding as a: Loan. Grant. Combination.

If this application is for a loan or combination loan and grant, please state the proposed terms of repayment (include the amount of principal to be repaid, proposed interest rate, length of repayment, etc.).

If this application is for funding for two or three program years, please specify the amount of funding requested for each year.

First Year \$304,432 Second Year \$ 1,507,663 Third Year \$ _____

PROJECT INVESTMENT INFORMATION

Estimated Total Capital Investment

("Total capital investment" is defined in the Administrative Rules. Please attach a breakdown by major item, such as land, improvements to land, buildings, equipment, and utilities. The cost of the roadway project, excluding RISE funds requested, should be included in these figures.)

Private Investment	\$	<u>10,000,000.00</u>
Public Investment	\$	<u>3,487,116.00</u>
Total Cost of Roadway Project	\$	<u>2,588,707.00</u>
RISE Funds requested for Roadway Project	\$	<u>1,812,095.00</u>

List below the source and amount of the matching funds available for the roadway project (assured or anticipated).

	Source	Amount	Assured?
1.	US Economic Development Administration Grant	\$1,743,558.00	Yes
2.	City of Ames	\$314,204.00	Yes
3.			
4.			

DEVELOPMENT POTENTIAL INFORMATION

This roadway project involves:

- Attracting a new development.
- Expanding an existing development.
- Retaining an existing development.
- Improving access to an existing development.
- Other (specify). _____

Please identify the type(s) of development to be supported with the RISE project. (Be as specific as possible. Development supported with this grant include the typical ISU Research Park businesses; and more specifically, a Deere & Company Sprayer Research Lab that will allow Deere to test/research sprayers throughout the entire year.

Does the roadway project involve relocation of economic activity from elsewhere in Iowa? Yes No

If yes, please explain.

What is the status of the economic development or activity to be supported by the RISE-funded roadway?
(Please check the appropriate answer(s).)

- Applicant has a firm commitment for a new economic development, or expansion or retention of an existing development. (See required documentation - Item G.)
- Applicant is negotiating with a specific firm(s) concerning a location, expansion, or retention decision. (See required documentation - Item G.)
- Development area is an Iowa Certified Site. (See required documentation - Item L.)
- Applicant has applied to IEDA for the development area to be reviewed and certified as an Iowa Certified Site and certification is pending. (See required documentation - Item L.)
- Negotiations are not underway, but applicant is seeking a specific type(s) of economic development for the site.
- Applicant is preparing or improving access to a site where future, unspecified development can occur.
- Applicant is improving access to an existing development that has no immediate plans for expansion.
- Other (please describe). _____

DEVELOPMENT POTENTIAL INFORMATION (continued)

Please estimate the number of permanent, direct jobs created and/or retained as a result of this project. (These numbers should **not** include construction or indirect "multiplier" jobs.)

Total Direct Jobs Created _____

Initial Jobs (*within the first three years*) _____

Other Future Jobs (*beyond first three years*) _____

Total Direct Jobs Retained _____

If this roadway project supports a tourism or recreational development, please estimate the amount of visitors.

	Current	Estimated Increase
Overnight Visitors		
Day Visitors from 100 or more miles away		
Day Visitors from less than 100 miles away		

Please estimate the number of acres (*by type of development*) that will be directly served by the RISE-funded roadway.

Type of Development Served	Acres Currently Developed	Total Usable Acres
Industrial/Manufacturing	75	60
Commercial/Office/Retail/Wholesale		
Park/Tourist/Recreational		
Other		
Unknown		

LOCAL COMMITMENT AND INITIATIVE INFORMATION

Please indicate whether the following non-roadway factors intrinsic to the success of the development are in place:

	Yes	No
Land Assembled and Available for Sale or Lease	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Zoning Suitable for Proposed Use	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Water	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sanitary Sewer	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sewage Treatment Capacity	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Storm Drainage	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Electricity	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Gas	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Telephone	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Permits (<i>if applicable</i>)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Labor Force Training (<i>if applicable</i>)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Public Transit, Ride Share availability (<i>for projects expecting 50+ employees</i>)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Rail Service (<i>if applicable</i>)	<input type="checkbox"/>	<input type="checkbox"/>
Other (<i>Please describe.</i>) _____		

If "No" is checked for any of the above, please describe what arrangements are being made for providing land, utility or other necessary services.

Please describe what economic development/marketing activities the applicant has been involved in within the recent past. For example, state whether the applicant has a local economic development organization or belongs to an area economic development organization. If so, state the name, address and contact person for each group. Also, describe the activities and accomplishments of the organization(s) such as the number of firms contacted, the volume of promotional materials mailed, the number of jobs or visitors attracted, and the number of dollars invested.

See attached document for Economic Development information.

TRANSPORTATION NEED INFORMATION

Is the need for the roadway improvement identified by local plans, capital improvement programs, or other adopted local priorities? *(Please explain.)*

The roadway improvements and expansion area are identified in several documents, including the City of Ames Land Use Policy Plan, ISU Research Park Master Plan, and Ames Area MPO 2015-2040 Long Range Transportation Plan. The area is identified as a significant employment growth area in these plans.

DOCUMENT INFORMATION

The following documents must be attached to this application. In the upper right-hand corner of each document, write the letter (shown below) which the document supports. *(Please refer to the general instructions for an explanation of each item.)*

Please check that the following items are attached:

- A. A **NARRATIVE** describing the proposed total economic development and how the RISE project will support the development.
- B. A **RESOLUTION** or resolutions approved by the participating local governments.
- C. A **NARRATIVE** assessing existing conditions, outlining the proposed concept of the roadway project, and providing adequate transportation justification.
- D. A **MAP** identifying the location of the roadway project; a plat and zoning map of the proposed land development.
- E. A **SKETCH PLAN** of the project.
- F. A **TIME SCHEDULE** for the roadway project, and other development as appropriate.
- G. A **LETTER OF COMMITMENT** from the business or developer if the applicant indicates a firm commitment exists or negotiations are underway (if applicable).
- H. An **ITEMIZED BREAKDOWN** of total roadway project costs. The attached form must be used.
- I. A **NARRATIVE** describing the associated economic development and jobs (if applicable).
- J. **DOCUMENTATION** that the proposed road project and economic development are consistent with any regional or metropolitan area long-range transportation plans in effect for the RISE project location.
- K. A **NARRATIVE** if the project involves the remediation or redevelopment of a brownfield site (if applicable).
- L. A **LETTER OF CERTIFICATION** from the Iowa Economic Development Authority declaring the development area is an Iowa Certified Site or a **NARRATIVE** of certification status (if applicable).
- M. **MINORITY IMPACT STATEMENT** completed and signed.

DOCUMENT INFORMATION (Continued)

To the best of my knowledge and belief, all information included in this application is true and accurate, including the commitment of all physical and financial resources. This application has been duly authorized by the participating local government(s). I understand the attached **resolution(s)** binds the participating local governments to assume responsibility for adequate maintenance of any new or improved city streets or secondary roads.

I hereby certify, under penalty of perjury, that any award of RISE funds; any subsequent letting of contracts for design, construction, reconstruction, improvement, or maintenance; or the furnishing of materials therefore; shall not involve direct or indirect interest, prohibited by Iowa Code 15A.2, 314.2, 362.5, or 331.342, of any state, county, or city official, elective or appointive. Any award of RISE funding or any letting of a contract in violation of the foregoing provisions shall invalidate the award of RISE funding and authorize a complete recovery of any funds previously disbursed.

I understand that, although this information is sufficient to secure a commitment of funds, a firm contract between the applicant and the department is required prior to the authorization of funds.

Representing the City of Ames, Iowa

Name of Applicant's Governing Authority

Signed

Signature in ink

Date

John A. Haila, Mayor

Typed Name and Title

Sep 26, 2018

Date

Attested

Signature in ink

Date

Diane R. Voss, City Clerk

Typed Name and Title

Sep 26, 2018

Date

RISE IMMEDIATE OPPORTUNITY APPLICATION

ROAD PROJECT-ELIGIBLE AND INELIGIBLE ITEMS

Examples of RISE-Eligible Items

Storm sewer (*RISE-eligible costs include the cost of construction of longitudinal and outlet storm sewers made necessary by highway construction, in the proportion that the right of way bears to the total drainage area to be served by the proposed sewers.*)

Right-of-Way and appraisal costs (*Based on current market value; a qualified appraisal acceptable to the Iowa DOT's Office of Right-of-Way will be requested for approved projects.*)

Apron	Hot-mix asphalt, intermediate course
Backfill	Hot-mix asphalt, surface course
Cleaning and preparation of base	Intake
Clearing and grubbing	Manhole
Concrete pipe culvert	Primer and tack coat bitumen
Contingency	Incidental Portland cement concrete
Corrugated metal pipe culvert	Removal of pavement
Earth shoulder finishing	Removal of existing structures
Engineering, legal, administration	Removal of drives
Excavation	Removal of sidewalk (if an integral part of the roadway)
Granular surfacing of road	Rolled stone base
Granular surfacing of shoulders	Seeding
Guardrail	Stabilized shoulder finishing
Hot-mix asphalt, base	Traffic control

Examples of Ineligible RISE Items

Storm sewer beyond the amount needed to drain the roadway.

Any preapplication costs (*except qualifying advance right of way costs to protect or preserve a project corridor. Written approval from the Iowa DOT must be obtained prior to advance right of way purchase.*)

Donated right of way
General government expenses and expenses associated with the provision of any public service
Lighting energy and maintenance costs
Lighting, except as an integral part of the roadway
Nonroadway transportation expenditures
Overhead and operating costs associated with eligible project activities
Parking expenditures
Pavement marking and traffic signs, except as an integral part of the roadway
Purchase of furnishings, construction equipment, and personal property
Routine roadway, bridge, and culvert maintenance
Sanitary sewers
Sidewalks, bicycle paths, and railroad-highway crossings, except when replacing or an integral part of the roadway
Traffic signalization, except as in integral part of a roadway project
Water mains
Winter roadway and bridge maintenance

DESCRIPTION OF ASSOCIATED ECONOMIC DEVELOPMENT AND JOBS - ITEM K

Iowa law requires a number of factors be considered in assessing applications for RISE funding. To comply with this requirement, it is necessary that applicants provide additional information about the businesses jobs that would be assisted by the requested RISE project funds. The following information **must** be provided for each business used to justify the project. Please note that all information supplied to the Iowa Department of Transportation is public information and cannot be held confidential.

1. Each business involved should prepare a narrative addressing the following points. The narrative should be attached to the application as "Item K."
 - A. A description and history of the business, including the location of company headquarters, all current plants (both in- and out-of-state), and the number of full- and part-time employees at each location.
 - B. Data supporting historical and projected growth potential.
 - C. The hourly wages and turnover rates for each current job classification.
 - D. The hour wages, whether full- or part-time, expected turnover rates for **each** future job created.
 - E. A description of employment conditions, including an itemized list and dollar value per employee of any job benefites, work environment, safety record, opportunity for advancement, etc.
 - F. A list of any civil or criminal violations of state or federal law that the compnay has been charged with or convicted of during the last five years. Please include the violation and date, the agency that charged the violation, the outcome or resolution, and any penalties or settlement terms.
 - G. Percentage of in-state suppliers.
 - H. Iowa companies you expect to sell to that currently buy from non-Iowa companies and the percentage of your sales that will fall into this category.
 - I. Expected impact on import substitution. (Import substitution means replacing inputs, products, or services previously provided by out-of-state locations with Iowa inputs, products, or services.)
 - J. Other Iowa companies that could be considered as your competitors.
 - K. Required environmental permits.
2. Briefly answer the following questions in the space provided.
 - A. Is the company willing to give hiring preference to Iowa residents, or residents within a 30-mile radius, for the jobs created as a result of this project? Please provide a written plan describing the company's hiring procedure and priorities.

 - B. If the company has, within three years of application for assistance, acquired or merged with an Iowa corporation or company, has it made and will it continue to make a good-faith effort to hire the workers of the merged or acquired company?

 - C. What percentage of the company's total operating expenditures (including wages and salaries) will be spent within the state of Iowa?

 - D. Of the total dollar amount of annual sales, what is the expected percentage of out-of-state sales?

 - E. Are any other state funds being requested for the road or economic development project? If so, please list the source, amount requested, and purpose of funding.

Minority Impact Statement

Pursuant to 2008 Iowa Acts, HF 2393, Iowa Code 8.11, all grant applications submitted to the State of Iowa that are due beginning Jan. 1, 2009, shall include a Minority Impact Statement. This is the state's mechanism for requiring grant applications to consider the potential impact of the grant project's proposed programs or policies on minority groups.

Please choose the statement(s) that pertains to this grant application. Complete all the information requested for the chosen statement(s). Submit additional pages as necessary.

- The proposed grant project programs or policies could have a disproportionate or unique **positive** impact on minority persons.

Describe the positive impact expected from this project.

Indicate which groups are impacted.

Women Persons with a disability Blacks Latinos Asians

Pacific Islanders American Indians Alaskan Native Americans Other _____

- The proposed grant project programs or policies could have a disproportionate or unique **negative** impact on minority persons.

Describe the negative impact expected from this project.

Present the rationale for the existence of the proposed program or policy.

Provide evidence of consultation with representatives of the minority groups impacted.

Indicate which groups are impacted.

- Women Persons with a disability Blacks Latinos Asians
 Pacific Islanders American Indians Alaskan Native Americans Other _____

The proposed grant project programs or policies are **not expected to have** a disproportionate or unique impact on minority persons.

Present the rationale for determining no impact.

The workforce at the Iowa State University Research park is a highly skilled pool of labor, with an average salary of nearly \$60,000 annually based upon a survey completed by Dr. David Swenson. Based on interviews with several companies they focus on the recruitment of skills not demographic characteristics. The companies of the park do have a diverse workforce. Workiva, the Park's largest single employer at the park, employs a significant number of underrepresented population. Most companies at the Park are smaller and do not track the demographics of their employees.

I hereby certify that the information on this form is complete and accurate, to the best of my knowledge.

Name _____

Title Mayor, City of Ames

Definitions

"Minority Persons," as defined in Iowa Code 8.11, means individuals who are women, persons with a disability, Blacks, Latinos, Asians or Pacific Islanders, American Indians, and Alaskan Native Americans.

"Disability," as defined in Iowa Code 15.102, subsection 7, paragraph "b," subparagraph (1):

b. As used in this subsection:

(1) "*Disability*" means, with respect to an individual, a physical or mental impairment that substantially limits one or more of the major life activities of the individual, a record of physical or mental impairment that substantially limits one or more of the major life activities of the individual, or being regarded as an individual with a physical or mental impairment that substantially limits one or more of the major life activities of the individual.

"*Disability*" does not include any of the following:

- (a) Homosexuality or bisexuality.
- (b) Transvestism, transsexualism, pedophilia, exhibitionism, voyeurism, gender identity disorders not resulting from physical impairments or other sexual behavior disorders.
- (c) Compulsive gambling, kleptomania, or pyromania.
- (d) Psychoactive substance abuse disorders resulting from current illegal use of drugs.

"State Agency," as defined in Iowa Code 8.11, means a department, board, bureau, commission, or other agency or authority of the State of Iowa.

RISE COST ESTIMATE				
Item Description	Quantity	Units	Unit Cost	Total Cost
TOPSOIL, 8" DEPTH	4,300	CY	\$ 8.00	\$ 34,400.00
EXCAVATION, CLASS 10	12,000	CY	\$ 8.00	\$ 96,000.00
SUBGRADE PREPERATION, 12-INCH	14,433	SY	\$ 3.00	\$ 43,300.20
MODIFIED SUBBASE, 6-INCH	14,433	SY	\$ 8.00	\$ 115,467.20
COMPACTION TESTING	1	LS	\$ 10,000.00	\$ 10,000.00
EXPLORATORY DIGGING	1	LS	\$ 5,000.00	\$ 5,000.00
TRENCH FOUNDATION	200	TON	\$ 25.00	\$ 5,000.00
REPLACEMENT OF UNSUITABLE BACKFILL MATERIAL	200	CY	\$ 25.00	\$ 5,000.00
TRENCH COMPACATION TESTING	1	LS	\$ 7,368.42	\$ 7,368.42
STORM SEWER, TRENCHED, RCP, 48-INCH	354	LF	\$ 160.00	\$ 56,640.00
STORM SEWER, TRENCHED, RCP, 24-INCH	978	LF	\$ 90.00	\$ 88,020.00
STORM SEWER, TRENCHED, RCP, 18-INCH	675	LF	\$ 80.00	\$ 54,000.00
STORM SEWER, TRENCHED, RCP, 15-INCH	869	LF	\$ 75.00	\$ 65,175.00
SUBDRAIN, LONGITUDINAL, PVC, 6-INCH	4,570	LF	\$ 10.00	\$ 45,700.00
SUBDRAIN, CLEANOUT, 8-INCH	6	EA	\$ 250.00	\$ 1,500.00
PIPE APRON, RCP, 48-INCH DIAMETER	4	EA	\$ 3,500.00	\$ 14,000.00
PIPE APRON, RCP, 24-INCH DIAMETER	2	EA	\$ 1,500.00	\$ 3,000.00
PIPE APRON, RCP, 18-INCH DIAMETER	2	EA	\$ 1,300.00	\$ 2,600.00
PIPE APRON, RCP, 15-INCH DIAMETER	4	EA	\$ 1,100.00	\$ 4,400.00
FIELD TILE REPAIR, UNDER 12-INCH	200	LF	\$ 100.00	\$ 20,000.00
STORM INTAKE, SW-507	13	EA	\$ 5,000.00	\$ 65,000.00
STORM INTAKE, SW-509	13	EA	\$ 6,000.00	\$ 78,000.00
PAVING, MAINLINE, PCC, 9-INCH, WITH CURB AND GUTTER	12,343	SY	\$ 65.00	\$ 802,295.00
PCC SAMPLES AND TESTING	1	LS	\$ 5,000.00	\$ 5,000.00
PCC TRAIL, 5-INCH PCC	2,538	SY	\$ 50.00	\$ 126,900.00
DETECTABLE WARNING	40	SF	\$ 40.00	\$ 1,600.00
PAVEMENT MARKINGS AND SYMBOLS, TAPE	1	LS	\$ 10,000.00	\$ 10,000.00
TEMPORARY TRAFFIC CONTROL	1	LS	\$ 10,000.00	\$ 10,000.00
STREET SIGNAGE	1	LS	\$ 5,000.00	\$ 5,000.00
LIGHT POLE	20	EA	\$ 4,500.00	\$ 90,000.00
HYDRAULIC SEEDING, TYPE 1 SEEDING	6	AC	\$ 5,000.00	\$ 30,000.00
FILTER SOCK	3,300	LF	\$ 3.00	\$ 9,900.00
INTAKE PROTECTION	30	LF	\$ 100.00	\$ 3,000.00
CONSTRUCTION SURVEY/STAKING	1	LS	\$ 5,000.00	\$ 5,000.00
PEDESTRIAN FACILITY CONSTRUCTION SURVEY/STAKING	1	LS	\$ 500.00	\$ 500.00
MOBILIZATION	1	LS	\$ 150,000.00	\$ 150,000.00
CONCRETE WASHOUT	1	LS	\$ 2,000.00	\$ 2,000.00
RELOCATION OF MAILBOX	2	EA	\$ 100.00	\$ 200.00
Subtotal				\$ 2,070,965.82
Engineering, legal, administration (20%)				\$ 414,193.16
Contingency (5%)				\$ 103,548.29
Grand Total				\$ 2,588,707.28

A NARRATIVE DESCRIBING THE PROPOSED TOTAL ECONOMIC DEVELOPMENT AND HOW THE RISE PROJECT WILL SUPPORT THE DEVELOPMENT

The Iowa State University Research Park (ISURP) was established in 1987 as a not-for-profit (501c3) real estate development community intended as a regional economic development effort closely affiliated with Iowa State University. From inception until today, Iowa State University, the **City of Ames**, Story County, the State of Iowa and ISURP have worked collaboratively to leverage the initial vision and investment to improve the state economy.

ISURP assists both established and start-up companies connect with Iowa State's vast infrastructure to grow their enterprises; whether through students, research entities, equipment, or a multitude of other resources. Due to its mostly rural location in Ames, Iowa, a community of 65,000, 35,000 of which are students, ISURP grew organically from startups; largely science and technology platforms created as part of university commercialization efforts.

ISURP has stayed true to its roots throughout its 30-year history, providing companies community, opportunities, and resources to ensure success. As ISURP's first start ups grew into established, profitable operations, several were eventually acquired and many of those companies chose to stay at ISURP for continued access to university talent, research and the infrastructure base. Several others located throughout the state and employ an upwards of 2,500 Iowans today.

ISURP applied for its first infrastructure funding in 1987 via a \$950,000 Iowa Department of Transportation RISE grant, which provided crucial infrastructure funds (roads, utilities and sewer) to support construction of *Phase I*.

The RISE investment was met with a 20% match from the **City of Ames**, which was paid back via tax increment financing. The *Phase I* RISE funds were tied to a job count requirement of 200 jobs within a two-year window. By 1996, ISURP delivered 750 jobs. This investment brought the overall ISURP valuation to approximately \$22 million.

Throughout each development phase, ISURP constructed, owned, maintained and operated the tenant buildings, while the City of Ames owned and maintained the roads, sewer, and water.

Those investments were used to scale the tenant base and in turn, more development occurred. In some cases, ISURP constructed, owned and operated the buildings, in others the company or a development group would own and operate. In all cases, ISURP tenants are subject to ISURP covenants that are developed in partnership with the City of Ames to help determine the building aesthetic and tenancy requirements.

In 2001, ISURP was awarded a second round of RISE funding (*Phase II*) of \$520,000, with the same match and infrastructure arrangement in place with the City of Ames. For this funding to occur, ISURP was required to commit to the creation of 150 additional jobs.

By 2010, ISURP had delivered, with a tenant roster of 50 companies, 752 employees and an overall valuation of \$42 million. By 2012, that number had jumped to \$54 million and ISURP had 52 companies, employing 1072 individuals calling it home.

Just two years later, in 2014, internal growth of existing companies and a handful of new, established businesses spurred *Phase III* RISE funding in the amount of \$4 million. *Phase III* required 365 jobs and would open up an additional 45 acres for development. By 2017, ISURP had jumped to a \$108 million valuation, 1702 employees and 70 companies.

Much of 2017's development focused on responding to the changing needs of tenants/workforce, largely aimed at enhancing the sense of place and the creation of additional points of collision for employees. Provisions Lot F opened in July, providing ISURP tenants access to three meals a day, catering, bakery, coffee shop and bar. Ownership reports being at or above projected financial milestones. Ames Fitness opened their flagship location in August, including the launch of partner businesses Studio7 Salon and Spa, NuCara Pharmacy, Lifestream Chiropractic Clinic. McFarland Clinic and LilyPad Learning Center continue construction, to be completed by fall. ISURP has approximately 12 acres for additional commercial development.

In addition to the highly visible commercial development, ISURP worked on multiple projects to enhance environmental appeal. These largely fall into two categories: capital improvements, and exterior environmental enhancements. ISURP completed a signage study, and a donor gift combined with support from the President's office funded the study and the first phase of signage installation. The Tedesco Environmental Learning Corridor, a 38-acre, interconnected by trail, live learning laboratory just north of the Core Facility, is being developed and operated with Story County funds. The first phase is complete, and the second phase, trail construction, is nearly complete..

The Iowa State Economic Development Core Facility added a key resource to serve as ISURP's epicenter in the effort to enhance and create a sense of community. In 2017, more than 4200 people attended ISURP or ISURP/partner events. Key highlights include a partnership with the Ames Chamber for the "See Yourself in Ames" summer intern retention program and the growth and popularity of HackISU, a bi-annual 36-hour hackathon hosted at the Vermeer Applied Technology hub that attracts an upward of 500 students each semester from Iowa State and surrounding universities. After a successful nine student pilot of the Ames High Business Engagement Collaborative during the 2016-17 school year, the 2017-18 program increased enrollment to 30 students. These Ames High School seniors work daily at ISURP; to date completing more than 70 projects for local nonprofits, startups and businesses. A new collaboration with DMACC's SCALE program will add high school students from adjacent communities. Collectively the programs, events and the Core facility have raised the visibility of Iowa State University economic development resources

Today, ISURP has 2049 employees, 89 companies, an overall valuation of \$108 million with 87% occupancy, predicted to be at 93% by fiscal year end (July19).

As in the past, the availability of build ready lots within ISURP will largely determine our ability to scale and grow the operation. The proposed infrastructure project is intended to be funded with \$1,812,095 RISE, \$1,225,816 EDA, and \$449,204 City of Ames. This infrastructure will open an additional 75 acres for development and create capacity for approximately 800,000 square feet of developable space. ISURP has identified John Deere as the inaugural tenant for the new development area. John Deere announced in April their intention to build a sprayer facility that will enhance the company's commitment to precision agriculture and environmental stewardship through agriculture, serve as a research and development hub for employees, and a training ground for interns and future employees. Iowa State University and John Deere have collaborated on numerous research projects, including several licensing agreements generating revenue in the marketplace. John Deere is already discussing the possibility of a campus concept to be developed in tandem with the sprayer facility.

Expansion into ISURP Phase III began in 2016. Infrastructure was funded with \$4,000,000 of Iowa Department of Transportation RISE funds and \$2,900,000 from the City of Ames (backed by tax increment financing). Story County also committed over \$3,000,000 to fund a county park located in the ISURP development area, which includes complete stream restoration and miles of interconnected trails. Since this infrastructure investment, ISURP has seen more than \$40,000,000 invested in new building projects and its tenant base increase to 2050 employees and 90 companies.

Current density models indicate that the developed land in Phase IV will represent 800,000 square feet of developed space and 1900 additional jobs. Historic records also indicate that when a major brand develops at ISURP, three to five directly related competitors or ancillary service providers/companies will co-locate.

As mentioned above, Iowa State University Research Park recently surpassed a 30-year milestone, easily making it one of the state's most successful and longest standing economic development success stories. ISURP's trajectory of steady growth puts it amongst the nation's top ten research parks in scale/size and easily among the largest in terms of geography/population base, given the largely rural location. In a political environment of constant change, ISURP has remained true to its roots, continued to adapt to market changes and demands, but has also notably stayed the course and continued to focus on what it does best; developing and growing startup companies, adding value for tenants by selling the value proposition of Iowa State University, removing or buffering obstacles on campus to entrepreneurial/corporate success, creating a sense of community, and long-term, responsible fiscal operational growth/management.

While ISURP sells its rural location as a strength, continued development, churn and support of startup activity is key to continuing operational success. The formalization, scale and early success of the Startup Factory and AgStartup Engine are key drivers to ISURP's growth. The StartUp Factory, AgStartup Engine, and Ames Seed Capital working with the growing on campus entrepreneurship academic programs establish integrated programming for area entrepreneurs. The expanded Iowa State system assures a growing, successful entrepreneurial community within ISURP. To date, the StartUp Factory has successfully launched 55 companies with 18 more in development, helped to secure more than \$20 million in external funding and these companies are already responsible for more than 60 jobs.

ISURP has also in recent years attracted a number of established Iowa companies including, Vermeer, Pella, Sukup and John Deere. These companies do not intend to move large portions of their operations to the Research Park; in fact, these companies are locating at the Research Park to research and recruit people to make their existing operations throughout Iowa stronger. In addition, multiple ISURP tenants are exploring options for growth.

ISURP is actively working a pipeline of projects that include a combination of established companies, some currently at ISURP, and some not, as well as cultivating relationships with startup companies with significant growth potential. To date, the physical expansion of ISURP is tied to available space. For the past five years we built buildings, relocated tenants, created vacancy, and extended infrastructure. We are now quickly reaching a point where we lack space and infrastructure.

While Iowa State represents perhaps the state's best workforce opportunity between the high volume of Iowa based graduates remaining in the workforce; record low unemployment rates, our unique rural location, and a challenging transportation network between Ames and Des Moines will continue to be a challenge, in particular, in the recruitment and retention of entry through mid to VP level employee hires. ISURP will continue to position itself regionally for this reason. This regional approach is a crucial piece of recruiting additional end to end companies with corporate headquarters that appeal to all types of employees like Workiva and NewLink Genetics.

The Research Park is in good financial shape with adequate cash reserves and revenues exceeding expenses. Rapid growth and an aging and growing inventory of buildings, land and infrastructure create demands on cash that far exceed our ability to fund in the near term. Creatively working with our partners; Iowa State, City of Ames, State of Iowa and our tenant companies is a necessity. In the near-term goals include finalizing the transfer of ownership of land, securing DOT support for modifications to the RISE program, and secure City funding of utility infrastructure. Continued growth will maintain the momentum ISURP has built over the past thirty years.

A NARRATIVE ASSESSING EXISTING CONDITIONS, OUTLINING THE PROPOSED CONCEPT OF THE ROADWAY PROJECT, AND PROVIDING ADQUATE TRANSPORATION JUSTIFICATION

The proposed 75 acre development is the first phase of non commercial development to occur in a 200 acre expansion area. The project will be tied to a highly recognizable international brand, in John Deere. ISURP Master Planning for the developable area calls for increased densities in the 200 acre expansion area, of which the 75 acres is proposed.

Current density models indicate this development area will add 800,000 square feet of developed tenant space and the capacity for 1900 additional jobs.

The presence of an anchor tenant and infrastructure funds are the two key drivers in leveraging ISURP growth. ISURP has never sought infrastructure funds tied to job creation and failed to produce the job creation metric required. *In fact, ISURP has exceeded RISE I-III job creation requirements by 187%, delivering 2049 jobs for the required 715.*

The proposed roadways will not only connect Phases I,II, and III to Phase IV development, it will also provide another route into the commercial area already constructed. In addition, it will provide paved streets on both the west and east boundaries of the research park, as the west boundary road is currently being paved by Story County.

The existing South Riverside Drive in the project footprint is a gravel road approximately 25' in width with a flat centerline profile ranging from 0.5% to 1%. The existing roadway will be widened to match the existing 31' pcc section at the north end of the project limits and will utilize the existing road centerline. Storm sewer will be installed in the location of the existing ditches to allow them to be filled in to create a standard urban section. The majority of the adjacent properties are owned by the applicant and co-applicant, making construction coordination relatively simple. Access to the two adjoining residential properties will require staged construction or temporary access drives along South Riverside Drive.

The alignment of the proposed Collaboration Place extension will be located in an existing agricultural field owned by the ISURP. Clearing and grubbing of grass and brush will be required within the proposed Right-of-Way. Soils in agricultural fields often contain 1-2 feet of expansive organic topsoil that must be removed within 2' of the 36' wide roadway in order to provide a stabilized uniform subgrade. The proposed profile will slope gently from west to east between a 1-2% and will provide ideal drainage of the pavement. The Right-of-Way may remained closed during construction as no access is needed in this area to adjacent properties.

The area is located outside of the 100-year flood plain and runoff from the area flows to two natural drainage swales. The drainage swales converge and enter an existing public storm sewer system that transports storm water easterly through the City of Ames Municipal Airport, under S. Duff Avenue/U.S. Highway 69, through the Country Gables/Teagarden/Southdale Subdivision, and then to the Skunk River. The construction of the SWM ponds per the City of Ames current code will ensure that storm water runoff will not increase with this project.

The existing public sanitary sewer main within the ISURP is located in a natural low area in the 30-acre county park. This location allows the sanitary sewer to be installed with minimal trench depths to reduce construction costs while maintaining appropriate depths for the lower eastern lots within the ISURP. Placing the proposed sanitary sewer main adjacent to the proposed SWM ponds allows the main to be easily accessible by the proposed lots south of Collaboration Place.

The water main in Collaboration Place Right-of-Way was installed during a previous stage to provide looping of the main for improved water quality. The extension of the water main along the east side of South Riverside Drive allows it to be easily extended for future development to the south.

In summary, the construction of S. Riverside Drive and Collaboration Place is in an area that currently has little to no traffic so it will have very little impact to surrounding properties and Right-of-Way users during construction. Existing public utilities are located on the applicant and co-applicant controlled properties making their proposed extensions easy to accommodate.

This following summarizes the preliminary design components associated with the public improvement of 1,570 linear feet of South Riverside Drive to the east of the proposed Deere & Company Lot and the creation of 1,860 linear feet of Collaboration Place on the north side of the Deere & Company Lot. The project also includes a trail extension on the west side of Riverside Drive and associated utilities in order to provide connectivity to the proposed Deere & Company Test Lab site and future development.

Currently, South Riverside Drive within the project limits is a gravel road with ditches on both sides within an 80' wide Right-of-Way. Riverside Drive will be utilized to provide vehicular access for the Deere site, as well as providing a corridor for public water, electricity and gas utilities. The proposed project includes improving 1,570 linear feet of roadway between the Sigler access road on the north and the proposed Deere & Company Test Lab Site on the south. The new roadway will consist of a 31' wide 9" pcc pavement section with curb and gutter over a 6" subbase. A new 10' wide 5" thick pcc trail and will be installed on the west side of S. Riverside Drive for a distance of 1,975 linear feet for a future connect to an existing trail located south of Airport Road. This trail will also connect to an extensive trail network currently under construction in a 30-acre Story County park located within the ISURP. Street lights will be installed per the City of Ames standards.

Two new storm sewer systems will be installed to collect surface drainage. The north system will collect 1.44 Acres of runoff into an 18" storm sewer that will outlet on the northeast end of the project into a natural drainage swale. The south system will collect 2.40 Acres of runoff into a 24" storm sewer that will outlet into a proposed pair of 48" culverts. The dual 48" RCP culverts will be placed under S. Riverside Drive to allow storm water collected in a proposed storm water management (SWM) pond between Collaboration Place and the proposed Deere & Company Test Lab site to drain to a natural drainage swale east of S. Riverside Drive. A 6" perforated subdrain will be installed to remove ground water and improve pavement longevity in areas where storm sewer is not proposed.

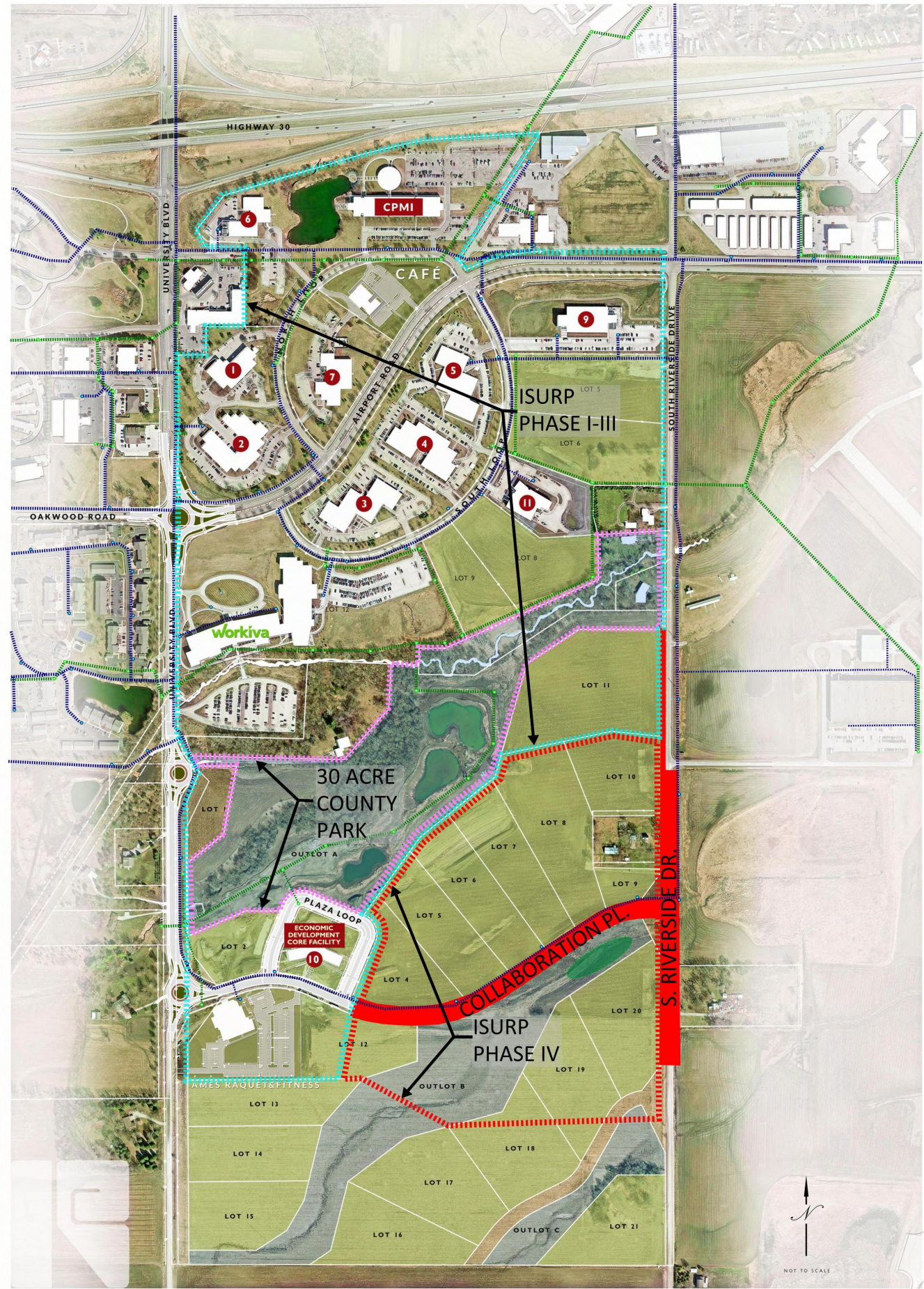
Collaboration Place will extend 1,860 linear feet of roadway to create a connection with the proposed S. Riverside Drive within an 80' wide Right-of-Way. An existing 12" public water main was installed during ISURP Phase III improvements and lies within the proposed Collaboration Place Right-of-Way. This existing water main will be tapped into for a new fire and domestic water line to serve the Deere site. The roadway will connect the Deere site to the ISURP core facility and other critical amenities. The SWM pond for Deere will lie along the south side of Collaboration Place, utilizing a natural low area. The new roadway will consist of a 36' wide 9" pcc pavement section with curb and gutter over a 6" subbase. The road Right-of-Way will be graded to accommodate a future 5' wide sidewalk on the north and south sides of the roadway. Street lights will be installed per the City of Ames standards.

A storm sewer system will be installed to collect surface drainage. The system will collect 3.42 acres of runoff into a proposed storm sewer system. The storm sewer will outlet on the south side of Collaboration Place into a series of detention basins sized to store storm water runoff from the ISURP and slowly release it per the current City of Ames Storm Water Ordinance. These detention basins will be located in Outlot B south of Collaboration Place and north of the proposed Deere & Company Test Lab site. The west basin will collect runoff from approximately 80 acres, has a capacity of 220,000 CF of storage, and will outlet through two 24" RCP culverts into the east basin. The east basin will collect runoff from approximately 25 additional acres, has a capacity of 60,000 CF of storage, and will outlet through two 48" RCP culverts as discussed in the "South Riverside Drive Components" section. A 6" subdrain will be installed to remove ground water and improve pavement longevity in areas where proposed storm sewer is not installed.

Additional roadway information is included in the attached Preliminary Engineering Report as prepared for the US Economic Development Administration.

D
MAPS

The following pages are detailed maps of the project and project area.



NO.	REVISION	BY	DATE	NO.	REVISION	BY	DATE

CGA Clapsaddle-Garber Associates, Inc.
 Tall Free (800) 542-7961
 www.cgiconsultants.com

DESIGNED: MMM DATE: 06-12-18
 DRAWN: MMM DATE: 06-12-18
 CHECKED: MMB DATE: 06-12-18
 APPROVED: MMB DATE: 06-12-18

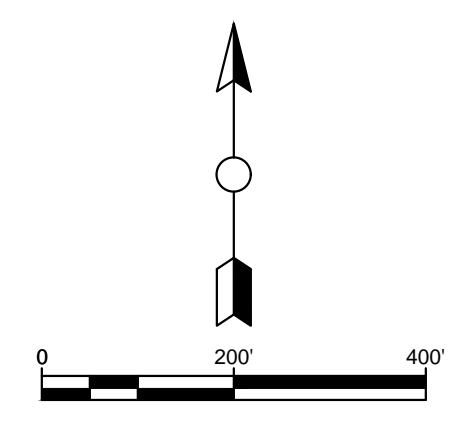
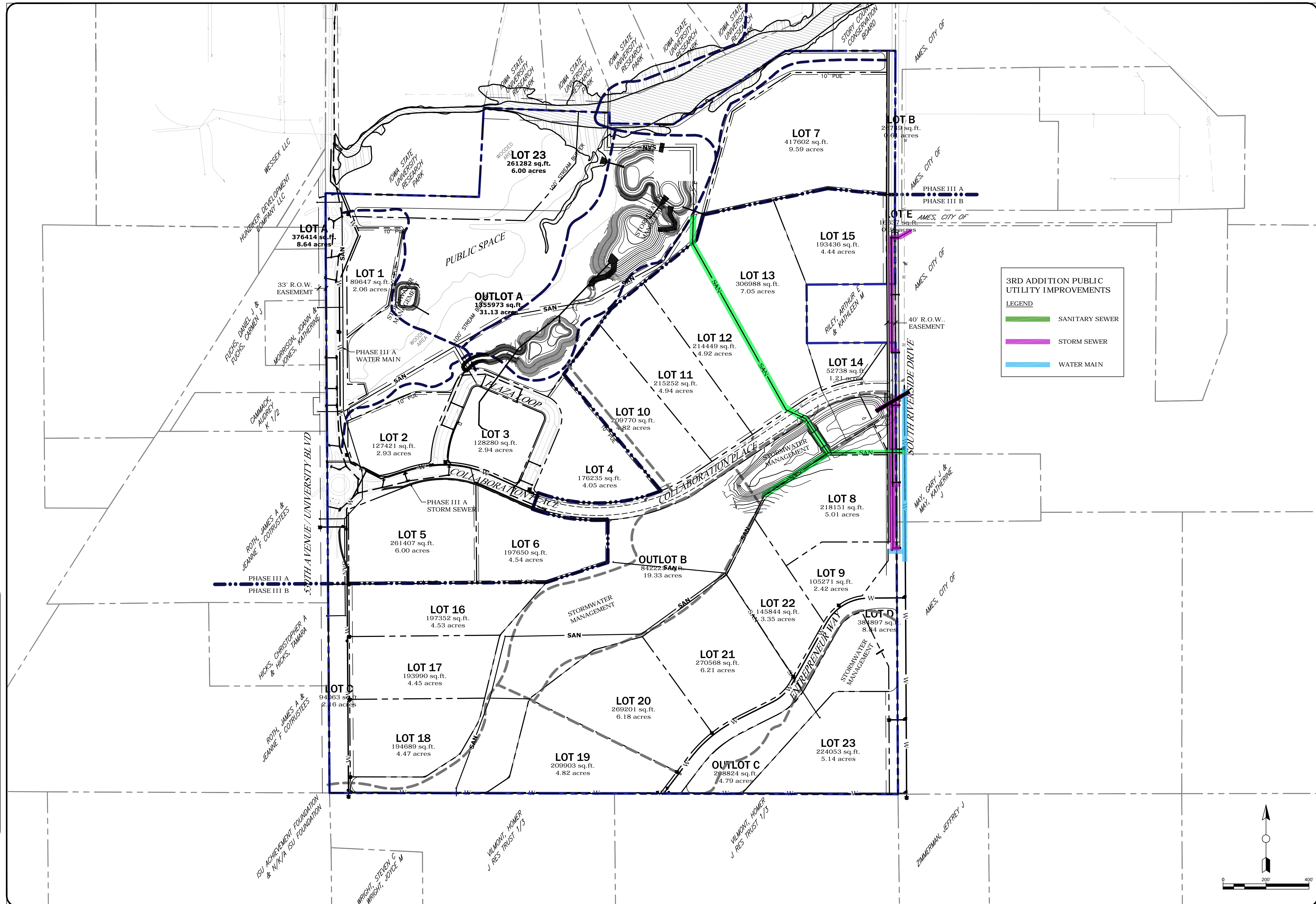
ISU RESEARCH PARK - RIVERSIDE DRIVE - COLLABROARTION PLACE EXTENSTION
 AMES, IOWA

ITEM D - MAP

PROJECT NO.
5709
 SHEET NO.

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DRAWING FILENAME	K:\Ipro3\500005136-11C\Drawings\Civil\5136-11C-PRE PLAT.dwg
LAYER MNGR NAME	G2.1
PILOT STYLE TABLE	FoxGrayScale.ctb



DATE	BY	REVISION
04/18	SJR	
04/18	SRS/EIT	
04/18	DRN	
	CHEK	
	LAST UPDATE:	12/01/15

FOX Engineering Associates, Inc.
 414 South 17th Street, Suite 107
 Ames, IOWA 50010
 Phone: (515) 233-0000
 FAX: (515) 233-0103

FOX Engineering

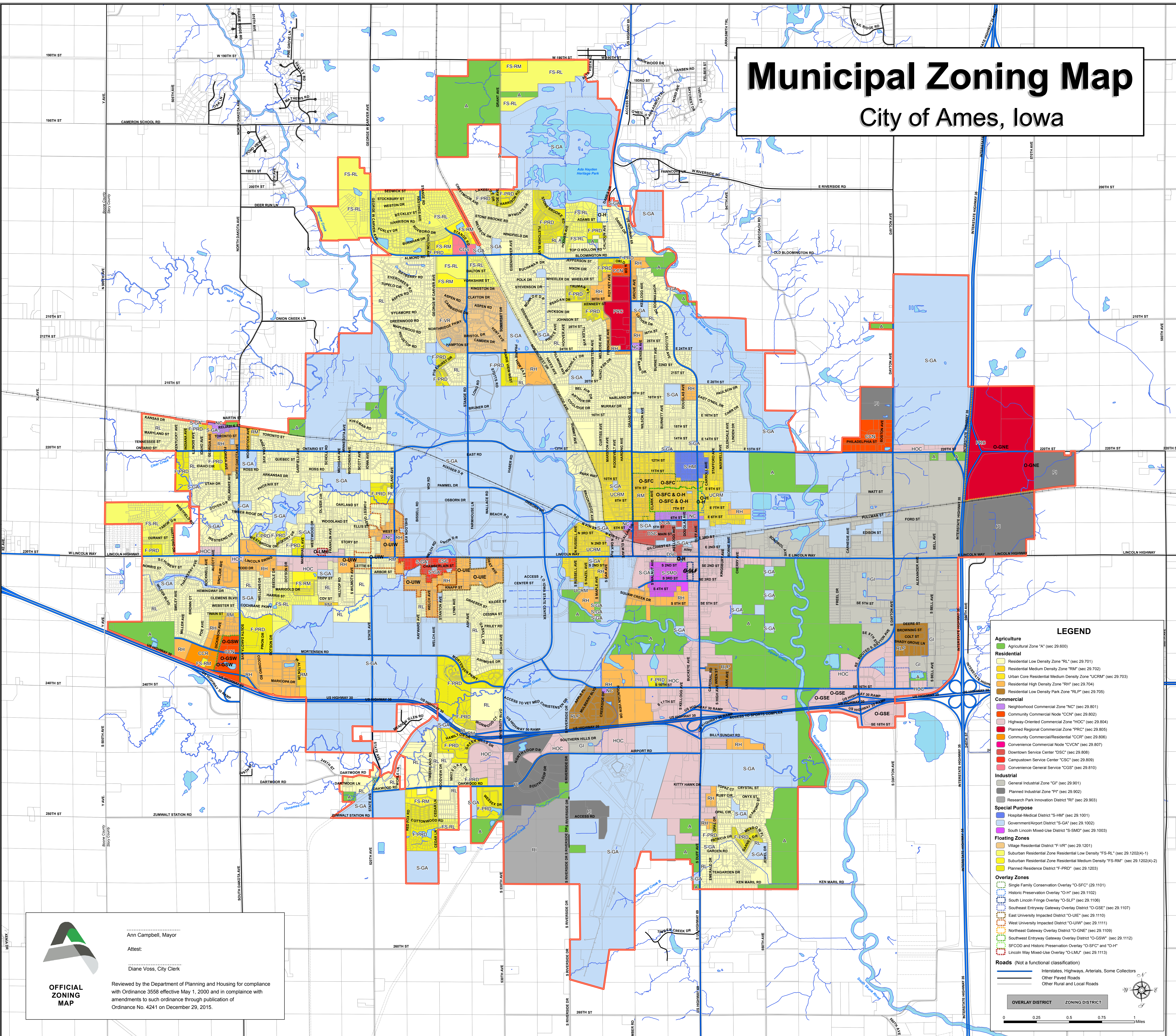
MASTER PLAN (REFERENCE ONLY)
 IOWA STATE UNIVERSITY RESEARCH PARK
 PHASE III PRELIMINARY PLAN
 IOWA STATE UNIVERSITY
 AMES, IA

PROJECT NO.
5136-11C

SHEET
G2.1

Municipal Zoning Map

City of Ames, Iowa



LEGEND

Agriculture

- Agricultural Zone "A" (sec 29.600)

Residential

- Residential Low Density Zone "RL" (sec 29.701)
- Residential Medium Density Zone "RM" (sec 29.702)
- Urban Core Residential Medium Density Zone "UCRM" (sec 29.805)
- Residential High Density Zone "RH" (sec 29.704)
- Residential Low Density Park Zone "RLP" (sec 29.705)

Commercial

- Neighborhood Commercial Zone "NC" (sec 29.801)
- Community Commercial Node "CCN" (sec 29.802)
- Highway-Oriented Commercial Zone "HOC" (sec 29.804)
- Planned Regional Commercial Zone "PRC" (sec 29.805)
- Community Commercial/Residential "CCR" (sec 29.806)
- Convenience Commercial Node "CCN" (sec 29.806)
- Downtown Service Center "DSC" (sec 29.808)
- Campus/Service Center "CSC" (sec 29.809)
- Convenience General Service "CGS" (sec 29.810)

Industrial

- General Industrial Zone "GI" (sec 29.901)
- Planned Industrial Zone "PI" (sec 29.902)
- Research Park Innovation District "RP" (sec 29.903)

Special Purpose

- Hospital-Medical District "S-HM" (sec 29.1001)
- Government/Airport District "S-GA" (sec 29.1002)
- South Lincoln Mixed-Use District "S-LMU" (sec 29.1003)

Floating Zones

- Village Residential District "F-VR" (sec 29.1201)
- Suburban Residential Zone Residential Low Density "FS-RL" (sec 29.1202(4)-1)
- Suburban Residential Zone Residential Medium Density "FS-RM" (sec 29.1202(4)-2)
- Planned Residence District "F-PRD" (sec 29.1203)

Overlay Zones


- Single Family Conservation Overlay "O-SFC" (29.1101)
- Historic Preservation Overlay "O-H" (sec 29.1102)
- South Lincoln Fringe Overlay "O-SLF" (sec 29.1106)
- Southeast Entryway Gateway Overlay District "O-GSE" (sec 29.1107)
- East University Impacted District "O-UIE" (sec 29.1110)
- West University Impacted District "O-UW" (sec 29.1111)
- Northeast Gateway Overlay District "O-GNE" (sec 29.1109)
- Southwest Entryway Gateway Overlay District "O-GSW" (sec 29.1112)
- SFCOD and Historic Preservation Overlay "O-SFC" and "O-H"
- Lincoln Way Mixed-Use Overlay "O-LMU" (sec 29.1113)

Roads (Not a functional classification)

- Interstates, Highways, Arterials, Some Collectors
- Other Paved Roads
- Other Rural and Local Roads

OVERLAY DISTRICT ZONING DISTRICT

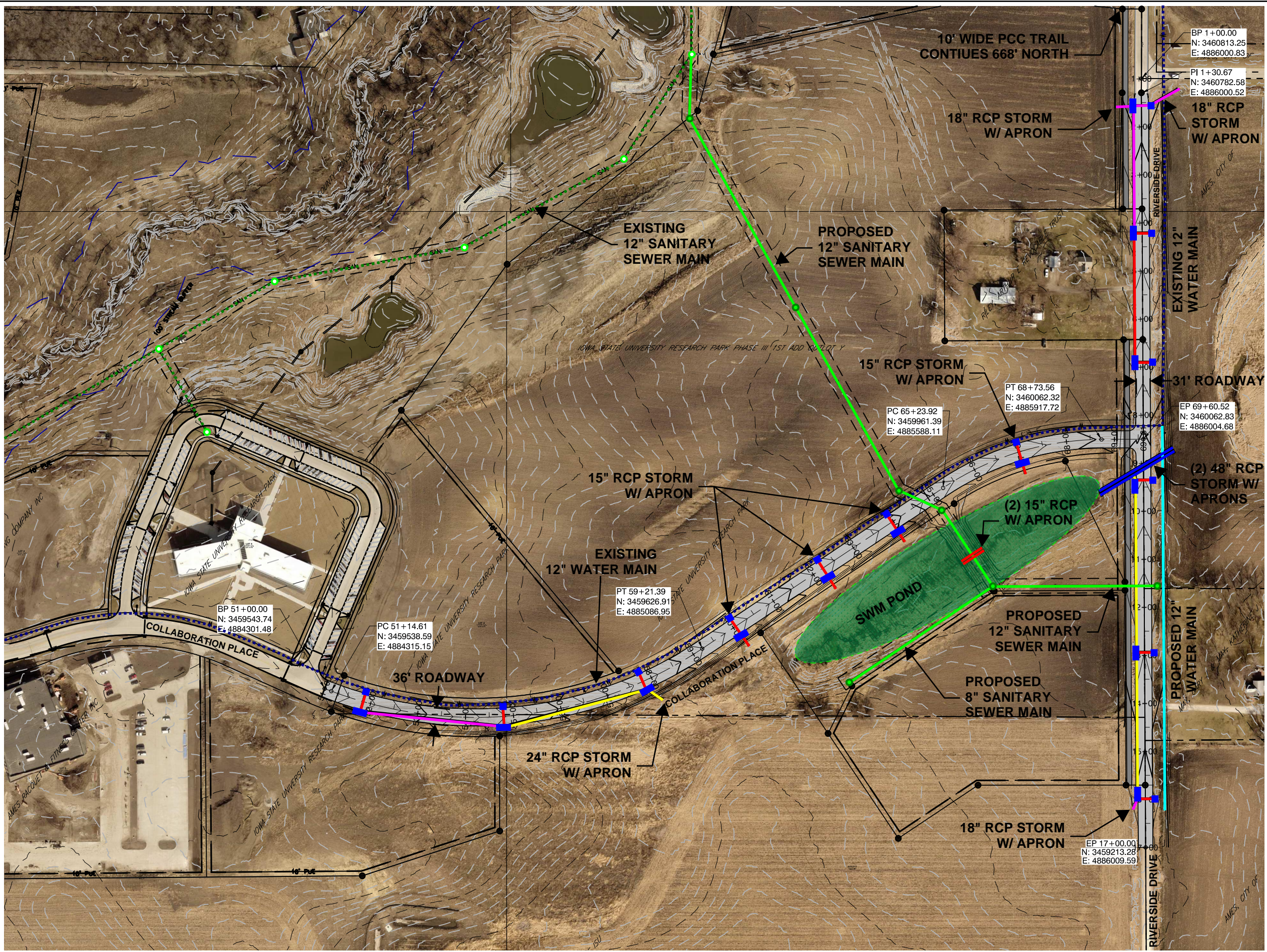
0 0.25 0.5 0.75 1 Miles



Ann Campbell, Mayor
Attest:
Diane Voss, City Clerk

Reviewed by the Department of Planning and Housing for compliance with Ordinance 3558 effective May 1, 2000 and in compliance with amendments to such ordinance through publication of Ordinance No. 4241 on December 29, 2015.

OFFICIAL ZONING MAP



LEGEND

- EXISTING 12" WATER MAIN
- EXISTING 12" SANITARY SEWER
- EXISTING SANITARY SEWER MH
- PROPOSED STORM INTAKE SW-507
- PROPOSED STORM INTAKE SW-509
- PROPOSED STORM SEWER - 15" RCP
- PROPOSED STORM SEWER - 18" RCP
- PROPOSED STORM SEWER - 24" RCP
- PROPOSED STORM SEWER - 48" RCP
- PROPOSED SANITARY SEWER - PVC
- PROPOSED SANITARY SEWER MH
- PROPOSED WATER MAIN - PVC
- PROPOSED STORMWATER MANAGEMENT



NO.	REVISION	BY	DATE	NO.	REVISION	BY	DATE

CGA Clapsaddle-Garber Associates, Inc.
 Tall Free (800) 542-7961
 www.cgaconsultants.com

DESIGNED: MMM DATE: 06-12-18
 DRAWN: MMM DATE: 06-12-18
 CHECKED: MMB DATE: 06-12-18
 APPROVED: MMB DATE: 06-12-18

ISU RESEARCH PARK - RIVERSIDE DRIVE - COLLABROARTION PLACE EXTENSION
 AMES, IOWA

ITEM E - SKETCH PLAN

PROJECT NO. 5709
 SHEET NO. A-1

J:\5709\mg\Sheets\5709-C.200-Layout.dwg - C.200 - 08-14-18 - 4:35pm - rmm324

F
TIME SCHEDULE

The following is a schedule for the project in question. The Deere site is currently under construction and construction throughout the other areas of the Research Park will be phased over time. The schedule shows all known planned items in Phase 4 expansion of the Research Park.

Phase 4 Construction

Iowa State University Research Park

Project Start:

Display Week:

TASK	ASSIGNED TO	PROGRESS	START	END	Timeline (Jan 2019 - Dec 2020)																														
					Jan 2019	Feb 2019	Mar 2019	Apr 2019	May 2019	Jun 2019	Jul 2019	Aug 2019	Sep 2019	Oct 2019	Nov 2019	Dec 2019	Jan 2020	Feb 2020	Mar 2020	Apr 2020	May 2020	Jun 2020	Jul 2020	Aug 2020	Sep 2020	Oct 2020	Nov 2020	Dec 2020							
Deere Construction																																			
Construction	Deere		8/1/18	7/1/19	[Solid purple bar]																														
Ribbon Cutting	Deere		9/7/18	9/7/18	[Single purple bar]																														
Substantial Completion	Deere		7/1/19	7/1/19	[Single purple bar]																														
Public Utilities																																			
Gas	Alliant		10/1/18	11/1/18	[Single purple bar]																														
Electric	City of Ames		9/1/18	10/1/18	[Single purple bar]																														
Water	ISU Research Park		10/1/18	11/30/20	[Solid purple bar]																														
Sanitary	ISU Research Park		1/30/19	3/31/19	[Solid purple bar]																														
Sanitary	City of Ames		9/1/19	11/30/20	[Solid purple bar]																														
Riverside Drive & Collaboration Place Street Construction																																			
EDA Grant	EDA		9/24/18	9/24/18	[Single purple bar]																														
RISE Grant	IDOT		1/1/19	2/1/19	[Single purple bar]																														
Design	City of Ames		2/1/19	7/1/19	[Solid purple bar]																														
Construction	City of Ames		9/1/19	11/30/20	[Solid purple bar]																														
Phase 4 Expansion																																			
Marketing and Sale of Lots			8/1/18	12/31/19	[Solid purple bar]																														
Story County Park																																			
Trails within Park			8/1/18	4/1/19	[Solid purple bar]																														
Trail Connections outside of Park			5/1/19	12/1/19	[Solid purple bar]																														

The following page is a letter of support from the Ames Area MPO.



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

September 21, 2018

The Honorable John Haila
Mayor of the City of Ames, Iowa
515 Clark Avenue
Ames, Iowa 50010

Re: Letter of Support – Revitalize Iowa’s Sound Economy Grant Application – City of Ames

Dear Mayor Haila:

The City of Ames is in the process of applying for Revitalize Iowa’s Sound Economy (RISE) Grant for capital investments for surface transportation infrastructure projects that will have a significant impact on the economic development within the metropolitan area.

We understand the RISE application will be for the infrastructure improvements for the Iowa State University (ISU) Research Park Phase IV development plan. The project will include the paving of S. Riverside Dr. from Visionaire Dr. south to the end of the development area and the extension of Collaboration Place to the intersection with S. Riverside Drive. The Phase IV development plan will provide direct and continuous travel routes, extend bicycle and pedestrian facilities in the project area and be an asset for economic development in the ISU Research Park. These projects align with long range transportation plan goals of the AAMPO.

The Ames Area MPO understands that this is a highly competitive grant process and supports the City of Ames’ RISE Grant application for the ISU Research Park Phase IV development. The Ames Area MPO views this project as providing important transportation improvements in the region that will enhance economic development opportunities and aid in the creation of local jobs.

Respectfully yours,

A handwritten signature in blue ink, which appears to read "John C. Joiner".

John C. Joiner, Administrator
Ames Area MPO

JJ:tf

APPENDIX A
REGIONAL LETTERS OF SUPPORT



Alliant Energy
200 First Street SE
P.O. Box 351
Cedar Rapids, IA 52406-0351

1-800-ALLIANT (800-255-4268)
alliantenergy.com

Iowa Transportation Commission
Iowa Department of Transportation
800 Lincoln Way
Ames, IA 50010

I am writing in regards to the RISE Grant that the Iowa State University Research Park has applied for through the Iowa Department of Transportation. As Senior Economic Development Manager for Alliant Energy I can easily say we are in full support of the project.

The Research Park is one of the primary engines driving economic development throughout the State of Iowa. Over the years the Park has had more than 90 companies locate there which has brought in more than 2,000 employees. The collaboration that takes place between the academic world and businesses at the Park sets the standard for the rest of the country.

The Phase 3 expansion will integrate more resources into the Park that are a must in today's business environment. The Park will be developing more than 100 acres, adding mixed-use facilities, community areas, green spaces, trails and much more. These amenities will make the Park the top choice for businesses, entrepreneurs, researchers and employees across the United States.

Having the Research Park in Iowa has been and will continue to be a force supporting economic development. The economic impact extends much farther than just the Research Park. Companies that have relocated from ISU Research Park still employ nearly 2,500 Iowans which support many communities across the State.

Thank you very much for considering the ISU Research Park for your RISE Grant program. By supporting this request you are supporting economic development across the State.

Sincerely,

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

Steve Shupp
Senior Economic Development Manager
Alliant Energy



Smart Choice

May 31, 2018

Iowa Transportation Commission
Iowa Department of Transportation
800 Lincoln Way
Ames, Iowa 50010

RE: Iowa State University Research Park – RISE Application

To Members of the Commission:

The Ames Chamber of Commerce and the Ames Economic Development Commission are in support of the application for RISE funding for the expansion of the Iowa State University Research Park (Park). The Park continues to be a vibrant economic engine here in Ames, Story County, and Central Iowa thus we are seeking your support for the application that will soon be reviewed by the Iowa Transportation Commission.

The Park is a tremendous asset to our community and the State of Iowa. Numerous companies start there and grow to a point where they need their own building in the Park or elsewhere in Iowa, which is why the Park has been so successful. Expanding its infrastructure is essential to making Ames a viable location for hosting companies of all sizes and the RISE funding is imperative to assembling the complex nature of this development.

We appreciate your consideration of our request.

Sincerely,

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

Daniel A. Culhane, President & CEO
Ames Chamber of Commerce & Economic Development

BOONE COUNTY
ECONOMIC GROWTH CORPORATION



Subject: IDOT funding for ISU Research Park expansion

To whom it may concern:

I am writing to you on behalf of one of the state of Iowa's greatest success stories - the Iowa State University Research Park in Ames, Iowa. The ISU Research Park has proven to be an incredible return on investment with the infrastructure dollars that assisted in the park's initial construction supporting the growth and development of dozens of new businesses, generating millions of dollars in new investment, and creating more than 1,000 jobs.

As the park moves toward further expansion, the Boone County Economic Growth Corporation wholeheartedly encourages your consideration of additional infrastructure funding to continue this upward trajectory in Iowa.

Sincerely,

A handwritten signature in blue ink, appearing to read "Kurt R. Phillips", is written over a light blue horizontal line.

Kurt R. Phillips
Executive Director

May 30, 2018

Iowa Transportation Commission
Iowa Department of Transportation
800 Lincoln Way
Ames, Iowa 50010

RE: Iowa State University Research Park – RISE Application

To the Members of the Commission:

On behalf of the Greater Des Moines Partnership, I would like to offer our support for the application for RISE funding for additional street improvements essential to the further growth of the Iowa State University Research Park. The Park continues to be a strong and unique asset for the Iowa economy.

The Park's success speaks for itself. Expanding its infrastructure is essential to maximizing that success to further develop Iowa's Cultivation Corridor as a great place to start and build a business and a future. The Greater Des Moines Partnership strongly encourages the Commission to support this application.

We appreciate your consideration of our request.

Sincerely,



Jay Byers,
CEO



June 11, 2018

Iowa Transportation Commission
Iowa Department of Transportation
800 Lincoln Way
Ames, IA 50010

Dear Commission Members,

Workiva is one of Iowa's most exciting, high-growth companies, and it is the only publicly traded software company in the state. From our beginning in 2008, we committed to creating jobs in the Ames community. We built our 120,000 square-foot headquarters in the ISU Research Park, which houses more than 610 employees. In addition, through our partnership with Iowa State University, DMACC and other private Iowa colleges, we employ more than 50 interns each year in Ames.

Along with hiring Iowa's best and brightest, we recruit former Iowa graduates and other professionals from Silicon Valley as well as from cities all over the country. To maintain our competitive advantage in the software industry, we must provide the same type of top-quality amenities that high-tech employees are routinely offered elsewhere. Therefore, our headquarters in Ames includes a workout facility, gourmet cafeteria, and indoor and outdoor spaces that encourage open collaboration that parallels environments found in companies such as Google and Facebook.

To attract and retain this high caliber of talent, we also need to provide a surrounding community that is conducive to their lifestyle.

Our employees are generally between the ages of 25 and 40 years old, and our employee surveys tell us that they need the facilities that the ISU Research Park is building: walking and biking paths, daycare, banking, restaurants, coffee shops, meeting spaces, and other places where they can seamlessly blend their lives with their work. While we have gone to extraordinary lengths to provide for our employees within our space, we know that we must do more. These lifestyle amenities are critical to our workforce as we grow our business in Iowa.

We encourage any support from the Iowa DOT that helps continue to create a world-class work life for all employees in the ISU Research Park.

Sincerely,

A handwritten signature in black ink that reads "Marty Vanderploeg". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Marty Vanderploeg
President and CEO
Workiva Inc.



**Iowa Transportation Commission
Iowa Department of Transportation
800 Lincoln Way
Ames, IA 50010**

May 31, 2018

To Whom It May Concern:

On behalf of the Nevada Economic Development Council, I wish to convey our support of the RISE application regarding the continued expansion of the Iowa State University Research Park.

The expansion of the ISU Research Park is an asset to all of Central Iowa. It provides opportunities for new and innovative companies that in turn provide quality jobs that enhance the economics of the entire state.

We encourage you to look favorably upon this request.

Sincerely,

A handwritten signature in blue ink that reads "John Hall".

John Hall
Executive Director
Nevada Economic Development Council
516 K Ave
Nevada, IA 50201



**STORY COUNTY
BOARD OF SUPERVISORS
RICK G. SANDERS
MARTY CHITTY
LAURIS OLSON**

Story County Administration
900 Sixth Street
Nevada Iowa 50201
515-382-7200
515-382-7206 (fax)

May 25, 2018

Mayor Haila
City Council Members
City Hall
515 Clark Avenue
Ames, Iowa 50010

Iowa Transportation Commission
Iowa DOT
800 Lincoln Way
Ames, Iowa 50010

RE: RISE Application for ISU Research Park

Mayor, Council and Commission,

Please accept this letter in support of the application for RISE funding for the Iowa State University Research Park (Park). The Story County Board of Supervisors has a long history of supporting the expansion of the Park, which continues to be a vibrant economic engine in Ames, Story County and Central Iowa and is a necessary component for the continued economic health of the region and all of Iowa.

The Park provides opportunities for new and innovative compromise to collaborate and grow, which in-turn creates new high quality jobs that enhance the economics and quality of life for the entire state.

Please look favorably upon this request.

As always, please call on me anytime I can be of assistance.

Sincerely,

A handwritten signature in blue ink, appearing to be "Rick Sanders".

Rick Sanders
Chair, Story County Board of Supervisors

COUNCIL ACTION FORM

SUBJECT: AWARD OF CONTRACT FOR FURNISHING FLY ASH CONVEYING SYSTEM PARTS

BACKGROUND:

This bid is for the purchase of piping, valves, and hydroveyor for replacing the current fly ash handling system at the Power Plant. Since the conversion of the plant to natural gas, the Power Plant has experienced increased maintenance costs associated with the fly ash system.

Fly ash resulting from the combustion of natural gas and Refuse-Derived Fuel (RDF) contains increased moisture compared to combustion of coal. This increased moisture causes the fly ash to stick to piping walls and plug pipes, requiring increased maintenance on the fly ash system. Additionally, during winter months, pipe plugs increase in frequency and severity and often require removal by contracting a plumber to hydro-jet the piping.

The new hydroveyor system will re-route much of the exterior piping (where plugging is most prevalent) to the inside of the plant. This will allow the piping to maintain a warmer fluid conveying temperature, reducing plugging. The system will also be run by a new, more reliable hydroveyor, which can provide a steady vacuum for ash conveying.

On November 13, 2018, bid documents were issued to eleven companies. The bid was advertised on the Current Bid Opportunities section of the Purchasing webpage and was also sent to two plan rooms. On December 12, 2018, two bids were received as shown on the attached report.

Staff reviewed the bids and concluded that the apparent low bid submitted by United Conveyor Corporation, Waukegan, IL, in the amount of \$127,141.95 (inclusive of Iowa sales tax) is acceptable.

The approved FY 2018/19 Operating Budget includes \$100,000 in the Ash System account to purchase these parts. Funds to cover the difference will be taken from the Unit #7 Turbine Maintenance account.

ALTERNATIVES:

1. Award a contract to United Conveyor Corporation, Waukegan, IL, for the Furnishing of Fly Ash Conveying System Parts in the amount of \$127,141.95 (inclusive of Iowa sales tax).
2. Award a contract to the other bidder for furnishing the Fly Ash Conveying System Parts.
3. Reject all bids and delay the purchase of these parts.

MANAGER'S RECOMMENDED ACTION:

The purchase of these parts will allow staff to maintain the fly ash system and reduce overall maintenance and contractor time and expenses. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.



**INVITATION TO BID NO. 2019-021 FURNISHING
FLY-ASH CONVEYING SYSTEM PARTS**

BIDDER:	United Conveyor Corporation Waukegan, IL			Pinnacle APC, Inc. Sarver, PA		
DESCRIPTION	QTY	UNIT PRICE	TOTAL	QTY	UNIT PRICE	TOTAL
Fly-Ash Conveying System Parts	1	\$115,385.00	\$115,385.00	1	\$123,490.00	\$123,490.00
Subtotal:		\$115,385.00			\$123,490.00	
Sales or Use Tax (7%):		\$8,076.95				
Sales or Use Tax (7%) <u>NOT LICENSED</u> :					\$8,644.30	
Non-Taxable Freight		\$3,680.00			\$4,900.00	
OVERALL		\$127,141.95			\$137,034.30	



MEMO

To: Mayor and Members of the City Council

From: City Clerk's Office

Date: January 8, 2019

Subject: Contract and Bond Approval

There is/are no Council Action Form(s) for Item No(s). 18 and 19. Council approval of the contract and bond for this/these project(s) is simply fulfilling a *State Code* requirement.

/alc

COUNCIL ACTION FORM

SUBJECT: CHANGE ORDER - WATER POLLUTION CONTROL FACILITY BIOSOLIDS DISPOSAL OPERATIONS (YEAR 3)

BACKGROUND:

On May 22, 2018, the City Council awarded a contract to Nutri-Ject Systems, Inc. of Hudson, Iowa, to complete the third year of a contract for Biosolids Disposal at the Water Pollution Control Facility.

As the work progressed, it was discovered that estimated quantities of Biosolids were higher than expected due to FOG deliveries and various other factors including wet weather and scheduling delays. A change order is needed to pay for additional work performed by Nutri-Ject.

A summary of the contract and change order cost is included below. A copy of the change order cost proposal is attached.

Original Contract Amount	\$52,025.00
Change Order #1 (<i>This Action</i>)	\$28,233.85
Revised Contract Amount	\$80,258.85

The approved FY 2018/19 Operating Budget includes \$80,000 for Biosolids Disposal.

The contract is being left open at this time. It is possible that additional services will be required from Nutri-Ject as a part of the digester improvements construction project underway. Any expenses from that work would be covered by a subsequent change order and would be paid for out of the CIP budget for the digester project.

ALTERNATIVES:

1. Approve Change Order #1 in the amount of \$28,233.85 to Nutri-Ject Systems, Inc. of Hudson, IA.
2. Do not award a change order at this time.

MANAGER'S RECOMMENDED ACTION:

The disposal of Biosolids at the Water Pollution Control Facility (WPCF) has been identified as an essential service in the Operating Budget. The proposed change order would allow for the completion of this necessary 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: 2017/18 COLLECTOR STREET PAVEMENT IMPROVEMENTS–
MEADOWLANE AVENUE (CARR DRIVE TO E. 20TH STREET)**

BACKGROUND:

This annual program is for reconstruction or rehabilitation of collector streets. Locations are chosen in accordance with the most current street condition inventory. **The 2017/18 program location is Meadowlane Avenue from Carr Drive to East 20th Street.**

On April 10, 2018 City Council awarded this project to Con-Struct Inc. of Ames, Iowa in the amount of \$597,815.20. Two change orders were administratively approved by staff. Due to the steep grade along Meadowlane Avenue, it was decided to increase the pavement thickness to an 8” depth. The plans called for a 7” pavement depth at the awarded contract unit price of \$50 per square yard. Staff negotiated the unit price for 8” pavement at \$58 per square yard, which was very reasonable for the greater thickness of concrete and the addition of dowel bars. This was included in Change Order No. 1 in the amount of \$31,988.00. Change Order No. 2 (balancing - \$10,449.27) reflected the actual measured quantities completed during construction. **Construction was completed in the amount of \$640,252.47.**

Revenue and expenses for the project are summarized below:

Funding Source	Available Revenue	Estimated Expenses
G.O. Bond Funding	\$ 950,000	
Construction		\$ 640,252.47
Design & Administration		\$ 109,996.00
	\$ 950,000	\$ 750,248.47

ALTERNATIVES:

1. Accept the 2017/18 Collector Street Pavement Improvements – Meadowlane Avenue (Carr Drive to E. 20th Street) project as completed by Con-Struct, Inc. of Ames, Iowa, in the amount of \$640,252.47.
2. Direct staff to pursue modifications to the project.

MANAGER'S RECOMMENDED ACTION:

This project was completed in accordance with the approved plans and specifications and will provide an improved ride and aesthetic along with lowering maintenance costs. 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 WATER SYSTEM IMPROVEMENTS PROGRAM #2 – (KELLOGG AVENUE AND 18th STREET)****BACKGROUND:**

The Water System Improvements program provides for replacing water mains in areas that are experiencing rusty water problems. It also provides for installing larger distribution mains in areas that have a high concentration of 4" supply lines, transferring water services from 4" water mains in streets where larger water mains exist, and abandoning 4" water mains. Eliminating duplicate water mains, where possible, improves water flow and helps reduce rusty water. Installing larger distribution lines in areas that have a high concentration of 4" supply lines (predominantly in the older areas of the community) provides larger water supply quantities for fire-fighting capacity. The location of the water service transfers is on **Kellogg Avenue (24th Street to 28th Street) and 18th Street (Clark Avenue to Burnett Avenue).**

On March 27, 2018 City Council awarded this project to Keller Excavating of Boone, Iowa in the amount of \$526,619.70. Two change orders were administratively approved by staff. Change Order No.1 was approved in the amount of \$20,082.84 to cover additional street patching areas that were created due to previous water main and sump pump issues. Change Order No. 2 (balancing – savings of \$1,724.53) reflected the actual measured quantities completed during construction. **Construction was completed in the amount of \$544,978.01.**

Revenue and expenses for the project are summarized below:

Funding Source	Available Revenue	Estimated Expenses	
17-18 Water System Imp – Water Util. Fund	\$1,300,000.00		
17-18 Arterial Street Pavement Imp. (13 th St) (Est.)		\$	235,405.00
17-18 Water System Prog. #2 (This Contact)		\$	544,978.01
17-18 Water System Service Transfers (Est.)		\$	263,388.00
Design & Administration		\$	185,000.00
Total	\$1,300,000.00	\$	1,228,771.01

ALTERNATIVES:

1. Accept the 2017/18 Water System Improvements Program #2 (Kellogg Avenue and 18th Street) as completed by Keller Excavating of Boone, Iowa, in the amount of \$544,978.01.
2. Direct staff to pursue modifications to the project.

MANAGER'S RECOMMENDED ACTION:

This project was completed in accordance with the approved plans and specifications and will result in better water quality and fire protection. Therefore, it is the recommendation of the City Manager that the City Council adopt Alt No. 1, described above.

COUNCIL ACTION FORM

SUBJECT: PLAT OF SURVEY (BOUNDARY LINE ADJUSTMENT) FOR 619 BURNETT AVENUE

BACKGROUND:

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

This Plat of Survey is a boundary line adjustment proposed by Fareway to consolidate three parcels addressed as 619 Burnett Avenue, 417 6th Street, and 602 Clark Avenue into Parcel 'B'. (See Attachment B – Proposed Plat of Survey.)

The proposed "Parcel B" will include 101,397 square feet or 2.33 acres of lot area. The larger parcel is the location of Fareway grocery store; the two smaller parcels are vacant. All three parcels are zoned Neighborhood Commercial (NC). Approval of a Plat of Survey requires conformance to all standards of the Zoning Ordinance and the Subdivision Code. Consolidation of the properties is necessary for Fareway to proceed with redeveloping the site with a new store.

The site was reviewed to ensure that proposed lot dimensions complied with requirements found in the zone development standards of the Neighborhood Commercial Zone (NC). The existing building is nonconforming for setbacks in its current location, but these setbacks are unaffected by the proposed boundary line adjustment. Boundary line adjustments do not trigger additional infrastructure improvements, unless partial infrastructure improvements exist and are required to be extended across a property. There are no infrastructure gaps along the frontage of the site.

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 Plat of Survey consistent with

the standards of Chapter 23 for approval of a boundary line adjustment.

2. The City Council can deny the proposed Plat of Survey if the City Council finds that the requirements for plats of survey for design and improvements 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 Subdivision Code requirements for a boundary line adjustment of existing parcels and has made a preliminary decision of approval. The resulting parcel is designed to be conforming to underlying design standards and building setbacks of Neighborhood Commercial (NC) zoning. Approval of the Plat of Survey will allow for Fareway to proceed with redeveloping the site with a new store.

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 304 & 308 E LINCOLN WAY**

Application for a proposed Plat of Survey has been submitted for:

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

Owners: Fareway Stores, Inc.
Parcel ID: 09-02-307-015, 09-02-307-020, & 09-02-307-030

New Legal Description:

Parcel 'B': Block 22, Blair's Addition to the City of Ames, Story County, Iowa, containing 2.33 acres.

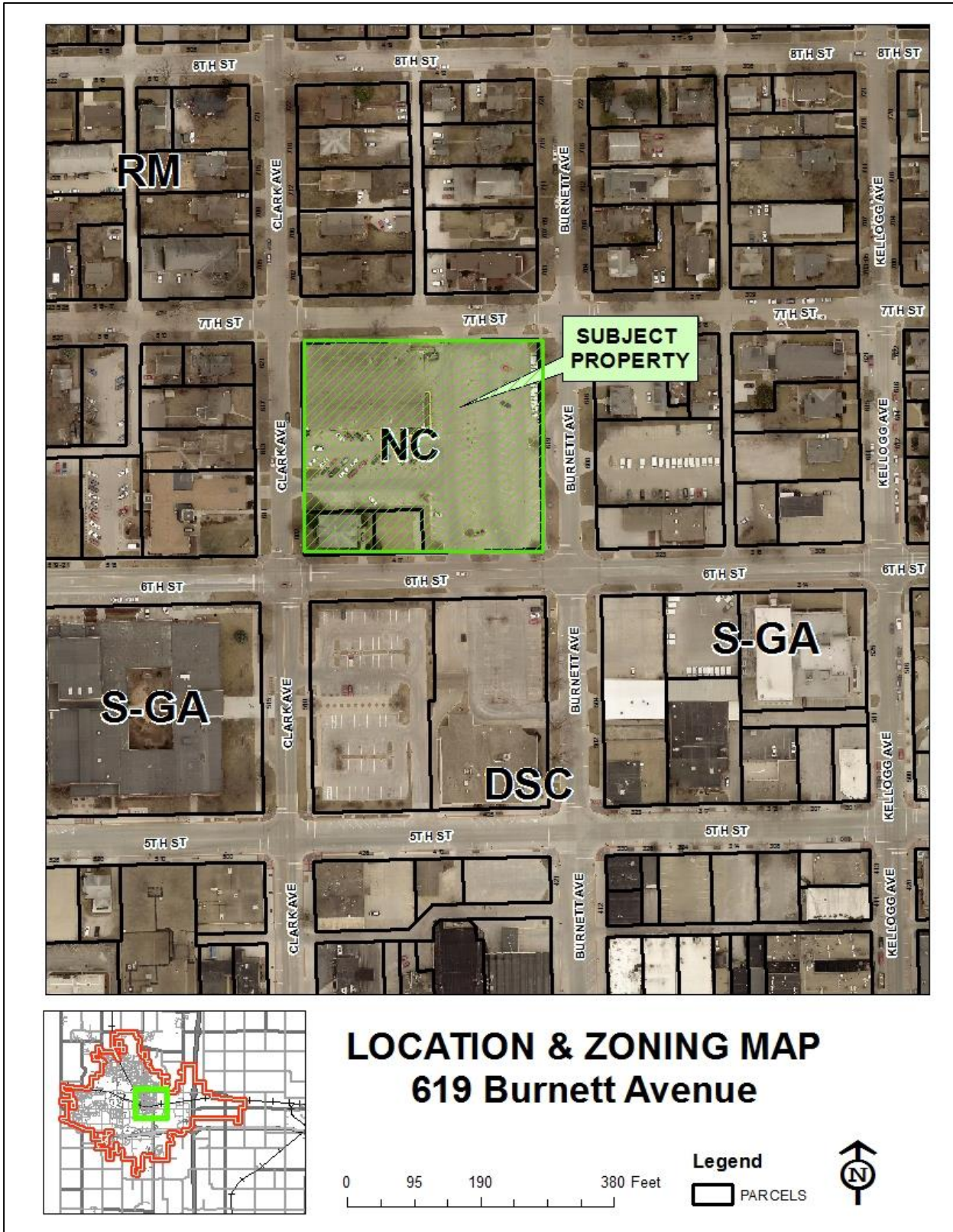
Public Improvements:

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

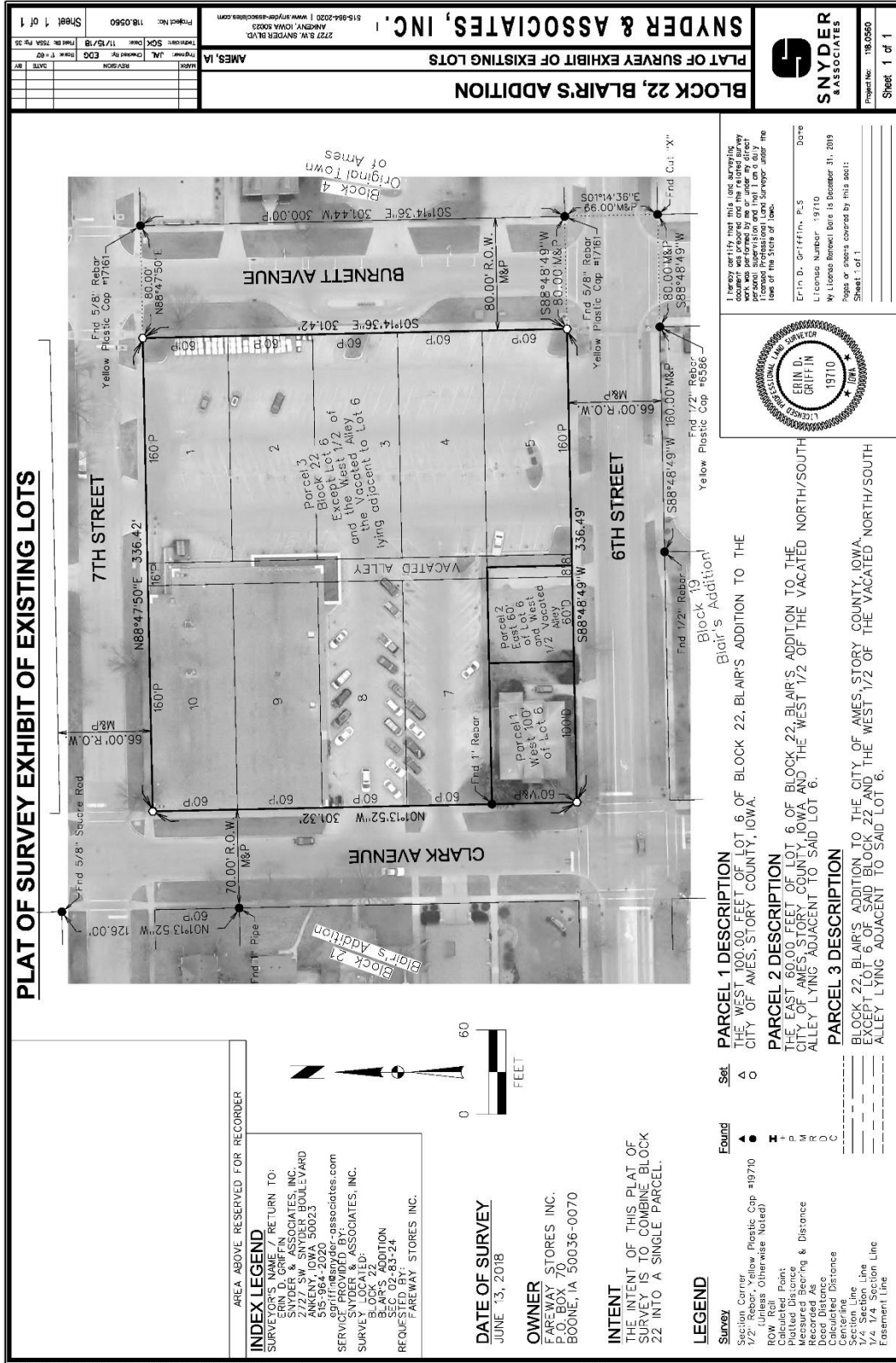
- Installed prior to creation and recordation of the official Plat of Survey and prior to issuance of zoning or building permits.
- Delayed, subject to an improvement guarantee as described in Section 23.409.
- Not Applicable. (no additional improvements required)

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

Attachment A- Location Map



Attachment B- Existing Conditions



PLAT OF SURVEY EXHIBIT OF EXISTING LOTS

Sheet	1 of 1
Project No.	118-0560
Drawn	11/8/18
Checked	11/8/18
Scale	1" = 60'
Author	AMES, IA
Date	
Revised	

SNYDER & ASSOCIATES, INC.
 2777 S.W. SNYDER BLVD
 ANKENY, IOWA 50023
 515-964-2020 | www.snyder-associates.com

PLAT OF SURVEY EXHIBIT OF EXISTING LOTS
BLOCK 22, BLAIR'S ADDITION

SNYDER & ASSOCIATES
 Project No. 118-0560
 Sheet 1 of 1

AREA ABOVE RESERVED FOR RECORDER

INDEX LEGEND
 SURVEYOR'S NAME / RETURN TO:
 ERIN D. GRIFFIN
 SNYDER & ASSOCIATES, INC.
 2777 S.W. SNYDER BLVD
 ANKENY, IOWA 50023
 515-964-2020

SERVICED BY:
 erin@snyder-associates.com
 erin.d.griffin
 SNYDER & ASSOCIATES, INC.
 SURVEY LOCAL ID:
 BLOCK 22 ADDITION
 SEC 02-83-24
 REQUESTED BY:
 FAREWAY STORES INC.

DATE OF SURVEY
 JUNE 13, 2018

OWNER
 FAREWAY STORES INC.
 BOX 70
 BOONE, IA 50036-0070

INTENT
 THE INTENT OF THIS PLAT OF SURVEY IS TO COMBINE BLOCK 22 INTO A SINGLE PARCEL.

LEGEND

Survey	Section Corner	▲
	1/2" (Unless Otherwise Noted)	●
	ROW Roll	■
	Calculated Point	+
	Measured Bearing & Distance	M
	Recorded As	R
	Deed Distance	D
	Centerline	---
	Section Line	----
	1/2" Section Line	----
	Facement Line	----

PARCEL 1 DESCRIPTION
 THE WEST 100.00 FEET OF LOT 6 OF BLOCK 22, BLAIR'S ADDITION TO THE CITY OF AMES, STORY COUNTY, IOWA.

PARCEL 2 DESCRIPTION
 THE EAST 60.00 FEET OF LOT 6 OF BLOCK 22, BLAIR'S ADDITION TO THE CITY OF AMES, STORY COUNTY, IOWA AND THE WEST 1/2 OF THE VACATED NORTH/SOUTH ALLEY LYING ADJACENT TO SAID LOT 6.

PARCEL 3 DESCRIPTION
 BLOCK 22, BLAIR'S ADDITION TO THE CITY OF AMES, STORY COUNTY, IOWA, EXCEPT LOT 6 OF SAID BLOCK 22 AND THE WEST 1/2 OF THE VACATED NORTH/SOUTH ALLEY LYING ADJACENT TO SAID LOT 6.

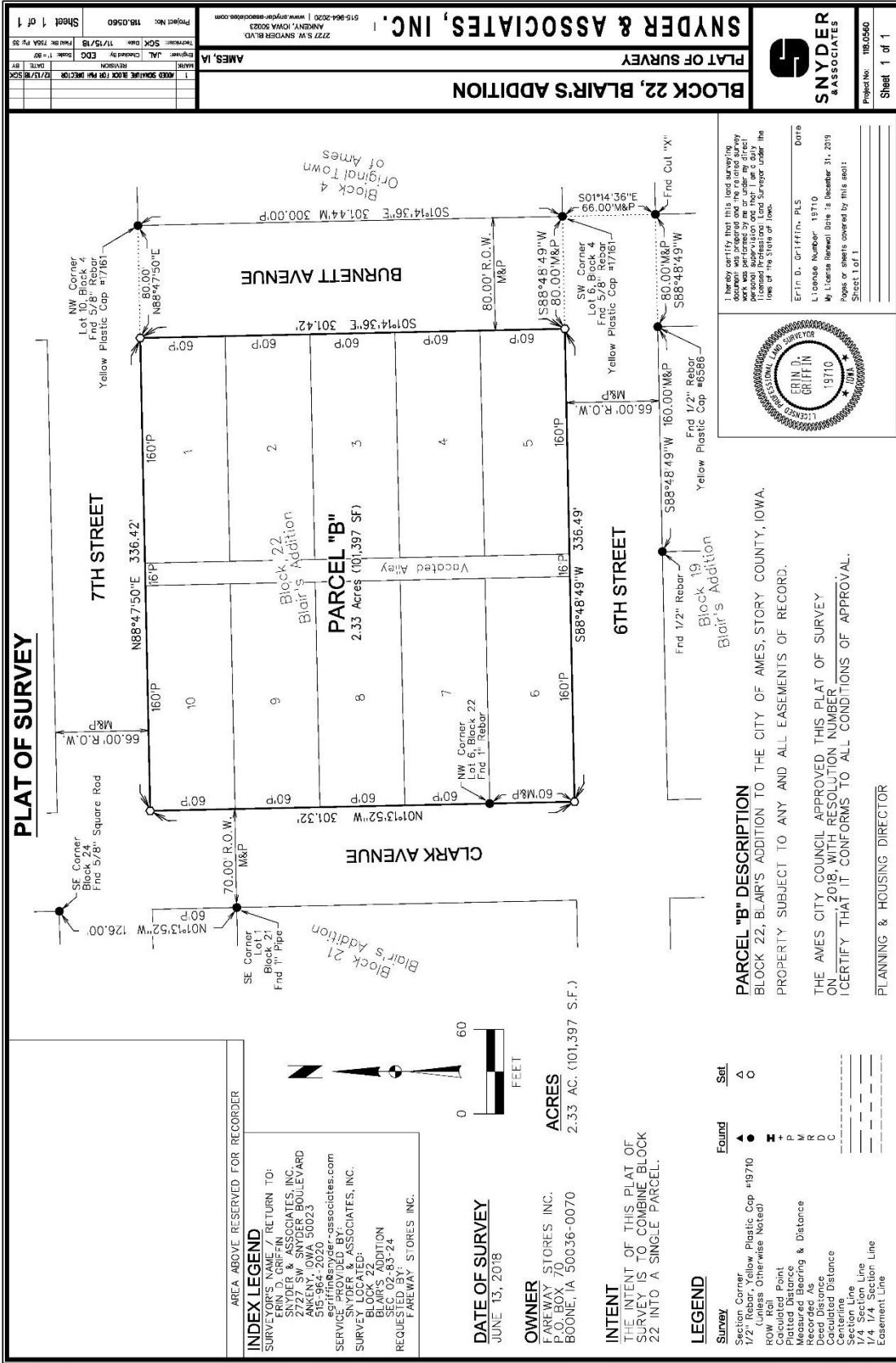
I hereby certify that this land surveying work was performed by me or under my direct personal supervision and that I am a duly licensed land surveyor under the laws of the State of Iowa.

Erin D. Griffin, P.S.
 License Number: 19710
 My License Renewal Date is December 31, 2019

Block or sheet covered by this sheet:
 Sheet 1 of 1

ERIN D. GRIFFIN
 19710
 LICENSED LAND SURVEYOR
 IOWA

Attachment C- Proposed Plat of Survey



Project No.	18.0560
Sheet	1 of 1
Author	AMES, IA
Checked by	JAL
Scale	1" = 60'
Date	11/15/18
Revised	11/15/18
Drawn	11/15/18
Plotted	11/15/18

SNYDER & ASSOCIATES, INC.
2727 S.W. SNYDER BLVD.
AMES, IOWA 50023
515-964-2020 | www.snyder-associates.com

PLAT OF SURVEY

Block 22, Blair's Addition

SNYDER & ASSOCIATES

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

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

INDEX LEGEND

AREA ABOVE RESERVED FOR RECORDER

SURVEYOR'S NAME: SNYDER & ASSOCIATES, INC.
2727 SW SNYDER BOULEVARD
AMES, IOWA 50023
eriffin@snyder-associates.com

SERVICE PROVIDED BY:
SNYDER & ASSOCIATES, INC.
BLOCK 22
BLAIR'S ADDITION
SEC. 02-83-24
REQUESTED BY:
FAREWAY STORES, INC.

DATE OF SURVEY
JUNE 13, 2018

OWNER
FAREWAY STORES, INC.
P.O. BOX 70
BOONE, IA 50036-0070

ACRES
2.33 AC. (101,397 S.F.)

INTENT
THE INTENT OF THIS PLAT OF SURVEY IS TO COMBINE BLOCK 22 INTO A SINGLE PARCEL.

LEGEND

Found	Set
Section Corner	Section Line
1/2 Lineless	1/4 Section Line
Calculated Point	Easement Line
Recorded As	
Measured	
Recorded As	
Deed Distance	
Calculated Distance	
Section Line	
1/4 Section Line	
1/4 Section Line	
Easement Line	

PLANNING & HOUSING DIRECTOR

PARCEL "B" DESCRIPTION
BLOCK 22, BLAIR'S ADDITION TO THE CITY OF AMES, STORY COUNTY, IOWA
PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.
THE AMES CITY COUNCIL APPROVED THIS PLAT OF SURVEY ON June 13, 2018, WITH RESOLUTION NUMBER 18-001.
I CERTIFY THAT IT CONFORMS TO ALL CONDITIONS OF APPROVAL.

PLANNING & HOUSING DIRECTOR

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

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



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

January 8, 2019

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

RE: South Fork Wrap Up LOC Reduction #1

Ladies and Gentlemen:

I hereby certify that a portion of the street trees required as a condition for approval of the final plats of **various additions of the South Fork Subdivision** have been completed in an acceptable manner by **Country Landscapes, Inc. of Ames, Iowa**. The above-mentioned improvements have been inspected by the Planning Department and found to meet City standards.

As a result of this certification, it is recommended that the financial security for public improvements on file with the City for this subdivision be reduced to **\$22,595.00**. The remaining work covered by this financial security includes installation of public sidewalk, pedestrian ramps, shared use path, and remaining street trees.

Sincerely,

John C. Joiner, P.E.
Director

JJ/nw

cc: Finance, Planning & Housing, Subdivision file

South Fork Subdivision Wrap Up

January 8, 2019

Page 2

Description	Unit	Quantity
FRONT YARD, LOT 10, 3 RD ADDITION	SY	217
SIDE YARD, LOTS 4 & 5, 4 TH ADDITION	SY	47
SIDE YARD, LOTS 10 & 11, 4 TH ADDITION	SY	47
LOT 7, 6 TH ADDITION, SHARED USE TRAIL	SY	44
SIDE YARD, LOT 5, 8 TH ADDITION	SY	79
FRONT YARD, LOT 5, 8 TH ADDITION	SY	76
REMAINING STREET TREES & CONTINGENCY	LS	1



To: Mayor and City Council
From: Brian Phillips, Assistant City Manager
Date: January 8, 2018
Subject: Campus and Community Commission Report – Inclusiveness

On March 27, 2018, the City Council directed the Campus and Community Commission (CCC) to evaluate the staff report regarding suggestions from other university communities on how to promote inclusiveness, along with the Commission Members' own ideas, and report back to the Council.

The CCC reviewed the report of concepts from other communities and discussed this topic at several Commission meetings. The Commission's report is attached to this memo. The report suggests three actions for the Council to consider:

1. A campaign of events or activities throughout the community
2. Adoption of the ISU Principles of Community throughout the Ames community (see attached and further information at www.diversity.iastate.edu/connect/principles).
3. The commission feels it is vitally important to continue working towards the goal of an inclusive community. Due to the broad nature of the original task, the commission would like to receive feedback and direction from Council before proceeding.

The Commission will be available at the meeting to discuss these three actions. At that time, Council action will be needed to either accept the report or instruct the Commission to study further. **If the Council feels further study is necessary, it should identify what questions the Commission should work to answer.**

If the Council believes no further work is needed regarding the Community Inclusiveness topic, the next step would be for the City Council to identify the next issue for the Commission to pursue. Previous topics considered for the CCC include:

- a. Parking in Campustown
- b. Tenant/landlord education
- c. Rent Smart Ames Utilization
- d. Retention of recent graduates

The Council may direct the Commission to begin addressing one the issues above, or may identify an alternative topic. **In either case, it is important for the Council to provide clear direction regarding what should be provided in response to the Council's request (e.g., what questions to answer, whether there are specific groups the Council believes must be consulted, timeframe expectations).**

December 10, 2019

Dear Honorable Mayor John Haila and members of the Ames City Council,

Earlier this year, the Campus and Community Commission was tasked by Council to explore ways to create a more inclusive community. The task was quite broad, lending itself to discussion of multiple interpretations of what an inclusive community looks like. To begin, the Commission discussed the stressors between the student community and Ames residents. Rental housing, landlord relations, parking issues and cultural differences were prevalent as dividing factors in the community.

For the Ames community to be truly welcoming to students, we must find ways to address these topics so that all members of the community feel they are being heard. Rent Smart Ames, along with the Iowa Housing Search website, was suggested as an opportunity for collaboration. Discussion of parking in the neighborhoods adjacent to campus and Campustown has been ongoing and could also benefit from increased collaboration between the University and the City.

The commission discovered that Ames is already engaging in many inclusive activities. The City of Ames, Iowa State University and the Ames Chamber of Commerce have all made targeted efforts to provide resources and to open lines of communication within the community. The Commission suggests a campaign could be used to provide a sense of unity. Utilizing OneAmes (or something similar) as the main idea, with sub-events continuing to be held by various groups. Ideally there would be some cohesive branding that would make these events easily recognizable throughout the Ames community.

The commission also suggests the City of Ames consider endorsing Iowa State University's Principles of Community: Respect, Purpose, Cooperation, Richness of Diversity, Freedom from discrimination and the Honest and respectful expression of ideas. These six principles are being used to encourage a culture of inclusivity. Showing the student population that the rest of Ames is committed to these same principles will help solidify the feeling of community.

While a surprising number of events came to light during the discussions, it is not being suggested that Ames is doing everything it can. The commission feels it is vitally important to continue working towards the goal of an inclusive community. Due to the broad nature of the original task, the commission would like to receive feedback and direction from Council before proceeding.

A handwritten signature in black ink that reads "Karin Chitty". The signature is written in a cursive, flowing style with a long horizontal stroke at the end.

Karin Chitty
Chair, Campus & Community Commission

Iowa State University Principles of Community

www.iastate.edu/principles

- Respect** We seek to foster an open-minded understanding among individuals, organizations and groups. We support this understanding through outreach, increasing opportunities for collaboration, formal education programs and strategies for resolving disagreement.
- Purpose** We are encouraged to be engaged in the university community. Thus, we strive to build a genuine community that promotes the advancement of knowledge, cooperation and leadership.
- Cooperation** We recognize that the mission of the university is enhanced when we work together to achieve the goals of the university. Therefore, we value each member of the Iowa State University community for their insights and efforts, collective and individual, to enhance the quality of campus life.
- Richness of diversity** We recognize and cherish the richness of diversity in our university experience. Furthermore, we strive to increase the diversity of ideas, cultures and experiences throughout the university community.
- Freedom from discrimination** We recognize that we must strive to overcome historical and divisive biases in our society. Therefore, we commit ourselves to create and maintain a community in which all students, staff, faculty and administrators can work together in an atmosphere free from discrimination, and to respond appropriately to all acts of discrimination.
- Honest and respectful expression of ideas** We affirm the right to and the importance of a free exchange of ideas at Iowa State University within the bounds of courtesy, sensitivity and respect. We work together to promote awareness of various ideas through education and constructive strategies to consider and engage in honest disagreements.

Staff Report

HUMAN SERVICES CAPITAL GRANT FUNDING

January 8, 2019

BACKGROUND:

On December 11, 2019, the City Council requested a discussion of the Human Services Agency Capital Improvements Grant program to be placed on an upcoming Council agenda.

In February 2017, the City Council approved the creation of a program in the FY 2017-2022 Capital Improvements Plan, which allocated \$500,000 in funding for a Human Services Agency Capital Improvement grant initiative. This funding was comprised of \$300,000 from the General Fund and \$200,000 from the Local Option Sales Tax Fund.

After studying the needs of agencies in summer 2017, a staff report was presented to the City Council on September 12, 2017. The City Council set the criteria for the use of the funds, and additionally authorized the initial program to utilize \$250,000 of the \$500,000 in available funding. The Council directed staff to work with United Way of Story County (UWSC) to administer the grant program, and an agreement with UWSC was entered into on November 14, 2017. The \$250,000 authorized was taken from the General Fund, leaving \$50,000 of General Fund allocation and all \$200,000 of the Local Option Fund allocation unused.

Funding was transferred to UWSC to administer. UWSC accepted letters of intent from interested agencies, then invited detailed submissions from applicants. Five agencies submitted letters of intent and all were invited to submit formal applications. The requests totaled \$309,020. UWSC made awards totaling \$250,000, spread among all five applicant agencies. A letter from UWSC outlining the uses for the funds was delivered to the City Council in its June 1 non-agenda packets, (letter attached to this report). UWSC indicated in this letter a willingness to administer additional capital grant funds should the Council make them available.

The \$250,000 in unspent funds was not carried forward in the FY 2017/18 to FY 2018/19 Budget Carryover authorization. Therefore, \$200,000 was returned to the Local Option Sales Tax Fund balance, and \$50,000 was returned to the General Fund balance.

During the FY 2019/20 Budget Guidelines Session on December 11, 2019, the Council received a report comparing the impacts to the Local Option Sales Tax Fund made by different funding increases for ASSET, COTA, and Outside Funding Requests. The Council directed staff to proceed with a 3% increase to ASSET, 3% increase to COTA, and 5% increase to Outside Funding Request agencies. A revised report is attached

showing the impacts to the Local Option Sales Tax fund with those increases programmed.

You will note if the Council decides to move ahead with a second round of this grant program the available balance in the Local Option Sales Tax Fund would be reduced to \$250,388.

Previously, some Council members have inquired as to what alternative monies could be utilized to fund the capital reserve to reconstruct our parking lots if the meter rates are reduced to \$.50 per hour. Should the City Council decide to reduce the parking meter rates in Downtown, the remaining \$200,000 previously earmarked for the second round of human service agencies capital funding could be transferred to the Parking Fund to help build up capital improvement reserve to reconstruct our deteriorating parking lots.

NEXT STEPS:

The City Council has the option to initiate a new round of capital improvement grant funding for human services agencies. If it is desired to proceed with another round of funding, the City Council will have to decide how much to make available for the grant program, either as originally planned (\$50,000 from the General Fund and \$200,000 for the Local Option Sales Tax Fund) or some lesser amounts. Once funding is allocated, the Council could then provide direction regarding whether to again partner with UWSC, changes to the program criteria, or any other direction to achieve the Council's goals. Should the Council decide not to pursue a second round of this grant program, no further action is required.

To: Mayor John Haila and City of Ames Council Members

From: Jean Kresse, President and CEO and Board of Directors
United Way of Story County



Re: Update – Contract for Human Services Agency Capital Funding Program

Date: May 31, 2018

On November 14, 2017 United Way of Story County entered into a formal agreement with the City of Ames, Iowa to accept \$250,000 to develop and implement a grant process to distribute funds to human services agencies for capital improvement needs. Copy of the agreement is *Attachment A*.

Once the agreement was signed and the funds were received United Way of Story County determined the process to be used and the timeline. There was a 2-step process for interested ASSET funded agencies; (1) submission of a Letter of Intent and (2) submission of a full-proposal. Timeline and Application Forms are included in *Attachment B*.

United Way of Story County's Allocations Committee reviewed five submissions, requesting \$335,300 through the Letter of Intent. Submissions included:

1. ACPC, HVAC Retrofit Project: Replacement of the system; increase comfort for children and staff; and reduce heating and cooling costs.
2. Child Serve, Playground Renovation Project: Refurbish the playground at the Center in Ames. To meet the growing number of children being served and better accommodate those with special healthcare needs. Project components include site demolition, paving and sub-drainage, surfacing, new playground equipment, electrical, construction costs and project administration.
3. Emergency Residence Project, Cool Air: Purchase and install four central air condition units; one unit for back office and transitional living units. To the living environment for the transitional housing families, especially those struggling with asthma and other breathing issues, along with a more comfortable office area.
4. Mainstream Living, Home and Community Based Services Accessibility and Expansion: Renovate two group homes in Ames. First home: expand from 3- to a 5-bedroom, kitchen remodel for accessibility and adding a kitchen to the basement. Second home: 4- to 5-bedroom, renovating existing bedrooms for accessibility, adding new ramp, expand walkways around the home, widening hallways, raising height of garage doors for larger accessible van. Renovations will expand the number of residents (limit of five per facility) and to accommodate residents accessibility.
5. Rosedale Emergency Youth Shelter, Renovation: Renovate the first floor to improve line-of-sight vision for supervision of youth, reduce or eliminate kitchen break-ins, improve the safety and security of clients and staff, and improve client confidentiality.

OUR VISION.

TO IMPROVE THE QUALITY OF
LIFE IN OUR COMMUNITY
FOR INDIVIDUALS AND FAMILIES.

OUR MISSION.

UNITED WAY OF STORY COUNTY
IS A STRATEGIC LEADER IN BUILDING
COUNTYWIDE PARTNERSHIPS
TO IDENTIFY NEEDS AND TO DEVELOP,
SUPPORT AND EVALUATE EFFECTIVE
HUMAN SERVICES, ESPECIALLY
IN THE AREAS OF EDUCATION,
INCOME AND HEALTH, FOR OUR
DIVERSE COMMUNITY.

LIVE UNITED



United Way of Story County

315 Clark Avenue
Ames, IA 50010
t 515.268.5142
f 515.268.5148
unitedway@uwstory.org
www.uwstory.org

Page Two

Memo to Mayor Haila and Ames City Council

All five agencies were invited to submit full proposals, which were received April 20 and reviewed at the May 3, 2018 Allocations Committee meeting. The United Way of Story County's board of directors approved the projects at the May 31, 2018 meeting. The spreadsheet of final grant awards is included as *Attachment C*. Agencies were notified of the outcome by email following the board meeting. Grant agreements along with 6-month evaluation report forms were mailed to all 5 agencies on May 31. Upon receipt of the grant agreement, payment will be issued. Copies of the signed grant agreements will be on file at United Way of Story County.

The process went well and members of the Allocations Committee agreed with the criteria the City Council included in the formal agreement (*Attachment A*), including the 50% cash match requirement. They were pleased to see applications from both smaller and larger agencies. There was one suggestion for the City Council to consider, if funding is available in the future; that is to establish a way for agencies to apply without matching funds in the case of an emergency situation or natural disaster.

The need for funding for capital improvements exists. This round of requests exceeded the available funds (\$250,000) by \$59,020.

United Way of Story County's board of directors would be open to entering into a new agreement if funding from the City of Ames was available.

ATTACHMENT A

CONTRACT WITH UNITED WAY OF STORY COUNTY, INC.
FOR ADMINISTRATION OF
HUMAN SERVICES AGENCY CAPITAL FUNDING PROGRAM

**CONTRACT WITH UNITED WAY OF STORY COUNTY, INC.
FOR ADMINISTRATION OF
HUMAN SERVICES AGENCY CAPITAL FUNDING PROGRAM**

THIS AGREEMENT, made and entered into the 14 day of November, 2017, by and between the **CITY OF AMES, IOWA**, a municipal corporation organized and existing pursuant to the laws of the State of Iowa (hereinafter sometimes called "City" or "City of Ames") and **United Way of Story County, Inc.** (an entity organized and existing pursuant to the laws of the State of Iowa and hereinafter sometimes called "UWSC");

WITNESSETH THAT:

WHEREAS, the City of Ames has determined that capital funds should be distributed to human services agencies that participate in the Analysis of Social Services Evaluation Team (ASSET) process; and

WHEREAS, United Way of Story County, Inc. has an established process to solicit proposals and determine award amounts for worthy capital improvement projects undertaken by ASSET agencies;

NOW, THEREFORE, the parties hereto have agreed and do agree as follows:

**I
SCOPE OF SERVICES**

- A. The City of Ames agrees to remit to UWSC the sum of \$250,000.
- B. UWSC agrees to distribute these funds to human services agencies through a capital improvement grant program in accordance with the following conditions:
 1. Funds may only be used for new construction or renovation work on primary or secondary buildings.
 2. Fund recipients must provide matching funds of at least 50% of the total project cost. Matching funds must be in cash; in-kind contributions will not be acceptable as a match.
 3. Grant awards will be a minimum of \$7,500 and a maximum of \$100,000 for each individual project.
 4. Only agencies that have been accepted into the ASSET funding process as of the time of the award will be eligible to receive funding.
 5. Requests will be prioritized on the basis of the current City of Ames ASSET priorities.

6. UWSC may determine the application process, required submittals, and grant agreements. UWSC shall make awards to agencies that it determines best meet the requirements of this program, using whatever process UWSC deems appropriate.

Notwithstanding the previous paragraph, UWSC shall ensure that grantees retain their ownership or rental of any properties improved through this program for a period of five years, or those grantees would be obligated to repay UWSC some or all of the grant funds. UWSC agrees that any funds repaid to UWSC shall be returned to the City of Ames. To effectuate this provision, UWSC agrees to incorporate the following statement into its grant agreement with fund recipients:

“The grant recipient shall occupy the premises improved with these funds for a period of at least five years from the date the improvements are completed. The recipient shall repay any grant funds received in the event of any of the following during that five-year period:

- a. Any portion of the improved property is sold, transferred, leased, or sub-leased to another party.
- b. Occupancy of the property by the grant recipient ceases for any reason, except for instances in which the property is destroyed or otherwise rendered uninhabitable due to fire, flood, wind, or other disaster.
- c. Any default under or breach of the promises, terms, and conditions stated in the program policies and procedures or this agreement.

Any grant funds required to be repaid under this paragraph shall be repaid in accordance with the following schedule:

100% shall be repaid during the 1st year after completion of the improvements
80% shall be repaid during the 2nd year after completion of the improvements
60% shall be repaid during the 3rd year after completion of the improvements
40% shall be repaid during the 4th year after completion of the improvements
20% shall be repaid during the 5th year after completion of the improvements.”

7. UWSC agrees to disburse funds to grant recipients no later than June 30, 2018. Any funds not disbursed after that date shall be returned to the City.

II FINANCIAL ACCOUNTING AND ADMINISTRATION

A. All monies disbursed under this Agreement shall be accounted for by the accrual method of accounting.

B. UWSC shall submit to the City of Ames documentation evidencing in proper detail the disbursement of funds to recipient agencies. All checks or other accounting documents pertaining in whole or in part to this Agreement shall be clearly identified as such and readily accessible for examination and audit by the City or its authorized representative for a period of five years from the creation of such documents.

C. At such time and in such form as the City may require, there shall be furnished to the City such statements, records, reports, data, and information as the City may require with respect to the use made of monies disbursed hereunder. UWSC may dispose of such documents only after a period of five years from their creation.

**III
DURATION**

This Agreement shall be in full force and effect from and after November 14, 2017, until June 30, 2018. Either Party may terminate this Agreement by giving written notice to the other Party at least sixty (60) days before the effective date of such termination. From and after the effective date of termination, no further disbursement of funds to recipient agencies shall be made by UWSC. Any money disbursed to UWSC and unencumbered or unspent as of the effective date of termination shall be repaid to the City.

**IV
DISCRIMINATION PROHIBITED**

In accordance with Chapter 14 of the Municipal Code, no person shall, on the grounds of age, race, color, creed, religion, national origin, disability, sexual orientation, gender identity, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available under this Agreement.

IN WITNESS WHEREOF the parties hereto have, by their authorized representatives, set their hand and seal as of the date first above written.

CITY OF AMES, IOWA

BY *Ann A. Campbell*
Authorized Representative

ATTEST:

Diane R. Voss
Diane Voss, City Clerk

UNITED WAY OF STORY COUNTY, INC.

BY *Jean Kivisse*
Authorized Representative

ATTACHMENT B

TIMELINE AND APPLICATION FORMS

APPLICATION FOR CAPITAL IMPROVEMENT GRANT

FULL PROPOSAL DUE APRIL 20, 2018

United Way of Story County (UWSC) invites you to submit a full proposal requesting funds through the Capital Improvement Grant. The program/service outlined in this proposal must match the information submitted in the Letter of Intent Form. Capital Improvement Grants are meant to support projects in a bigger scale than the monthly grant application. The grant application is a competitive proposal and **only ASSET funded agencies are eligible to submit proposals**. Please submit this form and attachments electronically to unitedway@uwstory.org.

The City of Ames has made \$250,000 available for these grants and eligible projects must address one or more of the City of Ames Priorities listed on page 4 of this Grant Form.

Project narratives should demonstrate how they impact the community and people served in the areas of Education, Income, and Health.

Capital Improvement Grants shall not fund purchase of land or building (real property).

SECTION I – GENERAL INFORMATION

Organization Name: Click here to enter text.

Date: Click here to enter text.

Submitted By:

Name: Click here to enter text.

Title: Click here to enter text.

Email Address: Click here to enter text.

Phone: Click here to enter text.

Mailing Address (Street, City, State, Zip): Click here to enter text.

Name of Program: Click here to enter text.

Total Cost of Proposed Project: Click here to enter text.

Amount Requested: Click here to enter text.

Amount of Match Secured: (Must be at least 50% of the **total project amount**): Click here to enter text.

Decision on Request Needed By: Click here to enter text.

SECTION II – PROGRAM INFORMATION

Describe program, to be funded, including description and need being addressed (describe how the capital improvements will impact the program): Click here to enter text.

Will the capital improvements expand the size or scope of the program? Click here to enter text.

Will the program budget be impacted? If yes, what resources have been secured to cover ongoing operating expenses? Click here to enter text.

State the goals and outcomes for the program that will benefit from the Capital Improvements:

- A. State the desired outcome(s): Click here to enter text.
- B. What tool(s) will be used to measure the outcome(s)? Click here to enter text.
- C. When will the outcome(s) be measured? Click here to enter text.

List any collaborating partners: Click here to enter text.

Please describe the need; and how the program addresses the need: Click here to enter text.

Check which UWSC grant category (ies) apply:

Education

Income

Health

Population to be served, include:

- A. Number of constitutes: Click here to enter text.
- B. Geographical location of constitutes: Click here to enter text.
- C. Ages of constituents: Click here to enter text.
- D. Income level of constituents: Click here to enter text.
- E. Do any constituents have disabilities? Click here to enter text.
- F. Other pertinent details regarding population to be served: Click here to enter text.

Eligibility requirements for participants in the program: Click here to enter text.

SECTION III – CAPITAL IMPROVEMENT PROJECT

Project Timeline (please attach timeline): Click here to enter text.

- A. Is this a one- time or long-term capital project (phases)? Click here to enter text.
- B. If long-term, what is the plan to financially cover future capital phases? Click here to enter text.

Overall budget for program: Attach a detailed Capital Improvement budget that includes all revenue and expenses. ***(If a budget is not attached it may disqualify your application.)***

What is the source of the match required for this project? (Include documentation to verify the match has been secured) Click here to enter text.

Specific use of UWSC grant funds: Click here to enter text.

What is the physical address of the project: [Click here to enter text.](#)

If the Capital Improvement Project benefits more than just Story County residents, please share plans to secure funding from sources outside of Story County. [Click here to enter text.](#)

How will you publicly acknowledge the UWSC grant throughout the program? [Click here to enter text.](#)

If not a United Way of Story County partner agency the following information must be attached:

- List of current Board of Directors (Attached)
- Brief Description of the Organization (Attached)
- Vision and Mission of the Organization (Attached)

Timeline

Allocations Approves Timeline	December 7, 2017
Announcement of Capital Improvement Grant	December 8, 2017
Letter of Intent Due	February 19, 2018
Review Letters of Intent at Allocations Meeting	March 1, 2018
Send invitations to submit full proposals	March 2, 2018
Full Proposals Due	April 20, 2018
Review Full Proposals at Allocations Meeting	May 3, 2018
Present Recommendations to Executive Committee	May 24, 2018
Approve Final Proposals at Board Meeting	May 31, 2018
Agencies Notified	May 31, 2018
Agencies document 50% match	On or before June 15, 2018
Funds released	On or before June, 29, 2018

City of Ames Priorities

Capital Improvement projects must fall within the City of Ames Priorities (in order as presented):

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

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

#2 Meet mental health and chemical dependency needs

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

#3 Youth development services and activities

- Provide services for social development

Project Criteria/Guidelines

Please limit your application to no more than 10 written pages and two supporting attachments. Documents that are specifically requested do not count in the two attachments. Please submit this form **electronically** to unitedway@uwstory.org.

(Review the criteria/guidelines below.)

1. Funds may only be used for new construction or renovation work on primary or secondary buildings.
2. Grant awards will be a minimum of \$7,500 and a maximum of \$100,000 for each individual project.
3. Support programs that support the mission of UWSC.
4. Support programs that fall within the City of Ames Priorities (in order as presented):
 - Meet basic needs, with emphasis on low to moderate income;
 - Meet mental health and chemical dependency needs;
 - Youth development services and activities.
5. Be able to demonstrate how long-term funding for the program (if appropriate) will be secured.
6. Demonstrate how the need has been identified. Quantify the need – give examples of how the program impacts the needs.
7. Provide **matching funds of at least 50%** of the total project cost. **Matching funds must be in cash;** in-kind contributions will not be acceptable as match.
8. The grant recipient shall occupy the premises improved with these funds for a period of at least five years from the date the improvements are completed. The recipient shall repay any grant funds received in the event of any of the following during that five-year period:
 - Any portion of the improved property is sold, transferred, leased, or sub-leased to another party.
 - Occupancy of the property by the grant recipient ceases for any reason, except for instances in which the property is destroyed or otherwise rendered uninhabitable due to fire, flood, wind, or other disaster.
 - Any default under or breach of the promises, terms, and conditions stated in the program policies and procedures of this agreement.
9. Program must have clear outcomes and benefits.
10. Projects must primarily serve residents of Story County. If the program serves residents outside of Story County other revenue sources must be identified to cover those related expenses.
11. United Way of Story County Board of Directors makes final decisions on all grants.
12. Partial funding may be awarded.
13. Publicity on major grants is required. Please acknowledge support from United Way of Story County whenever possible.

Projects other than capital improvement projects for new construction or renovation work on primary or secondary buildings will not be funded; including:

- Purchase of land or building (real property)
- No grants shall be made to programs that include inherently religious activities such as worship, prayer, proselytizing, or instruction. Those activities must be separated from the UWSC-funded program by time, location, or both.

Overall Submission Process

Final requests for a Capital Improvement Grant must be **submitted electronically to the UWSC (unitedway@uwstory.org)** on the Capital Improvement Grants application form. Please **do not email** to the President and CEO. After reviewing the applications, the President and CEO shall present the applications to the Allocations Committee for review and funding recommendations. The Allocations Committee will make recommendations to the UWSC Board of Directors for final approval.

After final funding decisions have been made, UWSC shall notify agencies by email. Agencies approved for funding will receive written agreements to be signed and returned. After UWSC has received a signed written agreement from the agency, the full or partial grant payment will be sent to the agency, unless funding has been awarded on a reimbursement basis. Reports on the status of the program and use of UWSC funds shall be required of the agency six months after the initial grant dates or earlier if applicable – extensions will be given for projects that are longer in duration.

ATTACHMENT C

FINAL GRANT AWARDS

AGENCY	PROJECT	DESCRIPTION	TOTAL COST	MATCH SECURED	BALANCE PENDING	TOTAL REQUESTED	Recommended Amount
ACPC	HVAC Retrofit Project	Replacement of the system; increase comfort for children and staff; and reduce heating and cooling costs. They have secured \$200,000 match through savings and \$50,000 UWSC grant.	\$328,700	\$200,000	\$28,700	\$100,000	\$78,505
ChildServe	Playground Renovation Project	Completely refurbish the playground at its center in Ames. To meet the growing number of children being served and better accommodate those with special healthcare needs. Project components include site demolition, paving and sub-drainage, surfacing, new playground equipment, electrical, construction costs and project administration.	\$345,985	\$308,899	\$12,086	\$25,000	\$25,000
Emergency Residence Project	Cool Air	Purchase and install four central air condition units; one unit for back office.	\$24,600	\$12,300	\$0	\$12,300	\$12,300
Mainstream Living	Home and Community Based Services Accessibility and Expansion	Renovate two group homes in Ames. First home: expand from 3- to a 5-bedroom, kitchen remodel for accessibility and adding a kitchen to the basement. Second home: 4- to 5-bedroom, renovating existing bedrooms for accessibility, adding new ramp, expand walkways around the home, widening hallways, raising height of garage doors for larger accessible van. The fund approved would help complete one home.	\$241,665	\$141,665	\$0	\$100,000	\$84,195
YSS	Rosedale Emergency Youth Shelter Renovation	Renovate the first floor to improve line-of-sight vision for supervision of youth, reduce or eliminate kitchen break-ins, improve the safety and security of clients and staff, and improve client confidentiality.	\$143,440	\$71,720	\$0	\$71,720	\$50,000
			\$1,084,390	\$734,584	\$40,786	\$309,020	\$250,000

LOCAL OPTION SALES TAX FUND SUMMARY

		Council Approved COTA/ASSET/Outside	
	FY 18/19 Adopted	FY 18/19 Adjusted	FY 19/20 Estimated
Revenues			
Local Option Sales Tax	\$ 7,930,900	\$ 7,930,900	\$ 8,168,827
Transfer from Hotel/Motel Grants	140,000	140,000	140,000
Other Revenue	-	-	-
Total Revenues	<u>8,070,900</u>	<u>8,070,900</u>	<u>8,308,827</u>
Transfers			
Ice Arena	20,000	20,000	20,000
Park Development	100,000	100,000	100,000
60% Property Tax Relief	4,758,540	4,758,540	4,901,296
Total Transfers	<u>4,878,540</u>	<u>4,878,540</u>	<u>5,021,296</u>
Expenses			
Human Service Agencies	1,423,497	1,498,752	1,466,202
Commission on the Arts	163,979	163,979	168,898
City Council Spec. Alloc.	191,070	198,637	200,474
Human Services Admin	21,227	23,191	24,032
Public Art	46,000	83,243	46,000
Municipal Band	27,949	29,404	30,140
	-	-	-
Total Expenses	<u>1,873,722</u>	<u>1,997,206</u>	<u>1,935,746</u>
Net Increase/(Decrease)	1,318,638	1,195,154	1,351,785
Beginning Balance	<u>2,255,925</u>	<u>6,499,404</u>	<u>2,296,915</u>
Available for CIP	3,574,563	7,694,558	3,648,700
CIP Projects	<u>1,566,000</u>	<u>5,397,643</u>	<u>2,147,500</u>
Ending Balance	2,008,563	2,296,915	1,501,200
Minimum Fund Bal. Rsv.	889,931	1,878,712	1,050,812
Avail Un-Resv Fund Bal.	<u>\$ 1,118,632</u>	<u>\$ 418,203</u>	<u>\$ 450,388</u>

COUNCIL ACTION FORM

SUBJECT: INDIVIDUAL METERING OF WATER USAGE IN MULTI-FAMILY RESIDENTIAL PROPERTIES

BACKGROUND:

On November 28, 2017, Council approved on third reading a series of updates to Chapter 28 of the Municipal Code (Utilities). One of the changes was the addition of a new paragraph that requires apartments, condominiums, and other multi-family residential building types to provide individual water meters for each dwelling unit or tenant space. On March 27, 2018, Council adopted an effective date of that ordinance.

On December 18, 2018, Council gave direction to staff to prepare an ordinance that removes multi-family residential properties from the list of property types required to have individual water meters. Council additionally directed staff to not enforce this provision until such time as an ordinance could be brought back before Council. The attached ordinance removes four classes of properties (“Apartment Dwellings,” “Condominiums,” “Efficiency Dwelling Units,” and “Family Home”) from the list of property types that require individual metering, and adds them to the list of property types that are explicitly not required to be individually metered.

Sec. 28.214. OWNERSHIP AND REPAIR, WATER SERVICE CONNECTIONS

(1) For the purpose of accountability, ~~Apartment Dwellings, Condominiums,~~ Commercial Buildings, Dwelling House, ~~Family Home,~~ Single-Family, Single Family Attached, Two-Family Attached, ~~Efficiency Unit Dwellings,~~ Manufactured Homes, and Mobile Homes (by means of individual meter pits), shall be individually metered. Apartment Dwellings, Assisted Living Facilities, Condominiums, Congregate Housing, Efficiency Unit Dwellings, Family Home, Hospice Facilities, Hospitals, Hotels, Independent Senior Living Facilities, Nursing Homes, Residential Corrections Facilities, and Sorority or Fraternity Facilities ~~would not be~~ are not required to meter individual dwelling units. Requirements and exceptions are based on definitions stated in Section 29.201 of the Ames Municipal Code. The requirement for individual water meter installations in Section 28.214(1) shall not apply to any project for which a site development plan was submitted to the Planning and Housing Department for review prior to January 1, 2019.

ALTERNATIVES:

1. Approve on first reading an ordinance removing multi-family residential properties from the list of property types included in Section 28.214(1) of the Ames Municipal Code that require individual water metering.

2. Provide direction to staff to make other alterations to Section 28.214(1).
3. Take no action on the proposed ordinance. If Council chooses to take no action, it should also clarify whether it intends to keep in place its direction from December 18, 2018 against enforcing the requirement for individual metering for multi-family residential properties.

MANAGER'S RECOMMENDED ACTION:

The attached ordinance removes four classes of multi-family residential properties from the list of property types requiring individual metering of water usage, consistent with the Council's direction from December 18, 2018. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.

ORDINANCE NO.

AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY REPEALING CHAPTER 28, SECTION 28.214(1) AND ENACTING A NEW CHAPTER 28, SECTION 28.214(1) THEREOF, FOR THE PURPOSE OF REQUIREMENT FOR INDIVIDUALLY METERING WATER USAGE IN MULTI-FAMILY RESIDENTIAL PROPERTIES; REPEALING ANY AND ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT TO THE EXTENT OF SUCH CONFLICT; AND ESTABLISHING AN EFFECTIVE DATE.

BE IT ENACTED, by the City Council for the City of Ames, Iowa, that:

Section One. The Municipal Code of the City of Ames, Iowa shall be and the same is hereby amended by repealing Chapter 28.214(1) and enacting a new Chapter 28, Section 28.214(1)

“Sec. 28.214(1) OWNERSHIP AND REPAIR, WATER SERVICE CONNECTIONS.

...

(1) For the purpose of accountability, Commercial Buildings, Dwelling House, Single-Family, Single Family Attached, Two-Family Attached, Manufactured Homes, and Mobile Homes (by means of individual meter pits), shall be individually metered. Apartment Dwellings, Assisted Living Facilities, Condominiums, Congregate Housing, Efficiency Unit Dwellings, Family Home, Hospice Facilities, Hospitals, Hotels, Independent Senior Living Facilities, Nursing Homes, Residential Corrections Facilities, and Sorority or Fraternity Facilities are not required to meter individual dwelling units. Requirements and exceptions are based on definitions stated in Section 29.201 of the Ames Municipal Code. The requirement for individual water meter installations in Section 28.214(1) shall not apply to any project for which a site development plan was submitted to the Planning and Housing Department for review prior to January 1, 2019.”

...

Section One. All ordinances, or parts of ordinances, in conflict herewith are hereby repealed to the extent of such conflict, if any.

Section Two. 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