

AGENDA
REGULAR MEETING OF THE AMES AREA
METROPOLITAN PLANNING ORGANIZATION (AAMPO)
TRANSPORTATION POLICY COMMITTEE AND
REGULAR MEETING OF THE AMES CITY COUNCIL
COUNCIL CHAMBERS - CITY HALL*
JANUARY 12, 2021

***DUE TO THE COVID-19 PANDEMIC, THIS CITY COUNCIL MEETING WILL BE CONDUCTED AS AN ELECTRONIC MEETING. IF YOU WISH TO PROVIDE INPUT ON ANY ITEM, YOU MAY DO SO AS A VIDEO PARTICIPANT BY GOING TO:**

<https://zoom.us/j/826593023>

OR BY TELEPHONE BY DIALING: US:1-312-626-6799 or toll-free: 1-888-475-4499
Zoom Meeting ID: 826 593 023

YOU MAY VIEW THE MEETING ONLINE AT THE FOLLOWING SITES:

<https://www.youtube.com/ameschannel12>

<https://www.cityofames.org/channel12>

or watch the meeting live on Mediacom Channel 12

NOTICE TO THE PUBLIC: The Mayor and City Council welcome comments from the public during discussion. If you wish to speak, please see the instructions listed above. 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.

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

CALL TO ORDER: 6:00 p.m.

1. Hearing on Amendment to the 2021-2024 Transportation Improvement Program:
 - a. Motion approving Amendment to add Automatic Passenger Counters CyRide Project in FY 2021
2. Resolution approving designation of AAMPO representatives to Central Iowa Regional Transportation Planning Alliance

POLICY COMMITTEE COMMENTS:

ADJOURNMENT:

REGULAR CITY COUNCIL MEETING**

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

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

1. Motion approving payment of claims
2. Motion approving Minutes of Regular City Council Meeting held December 22, 2020
3. Motion approval renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class C Liquor License, Outdoor Service & Sunday Sales - The Angry Irishmen (119 Main St), **Pending DRAM**
 - b. Class A Liquor License (Private Club) - American Legion #37 (225 Main)
 - c. Class C Liquor License, Outdoor Service & Sunday Sales - Blue Owl Bar (223 Welch Ave)
 - d. Class C Liquor License, Outdoor Service & Sunday Sales - West Towne Pub (4518 Mortensen Rd Ste 101)
 - e. Class C Liquor License, Outdoor Service & Sunday Sales - Dublin Bay (320 16th), **Pending DRAM**
 - f. Class E Liquor License, Class B Wine Permit, Class C Beer Permit (Carryout) & Sunday Sales - The Filling Station (2400 University Blvd)
 - g. Class C Liquor License, Catering Privilege & Sunday Sales - Hy-Vee Market Café (3800 Lincoln Way)
 - h. Class C Liquor License, Outdoor Service & Sunday Sales - Cy's Roost (121 Welch Ave), **Pending DRAM**
 - i. Class E Liquor License, Class B Wine Permit, Class C Beer Permit with Sunday Sales JW Liquor (4518 Mortensen Rd Ste #109)
4. Motion referring Voluntary Annexation Petition regarding property located at 4514 Hyde Avenue to Planning & Zoning Commission
5. Requests from Ames Main Street (AMS) for February Dollar Days event on Thursday, February 4 through Sunday, February 7, 2021:
 - a. Motion approving blanket Temporary Obstruction Permit and blanket Vending License
 - b. Resolution approving waiver of parking meter fees and enforcement in the Downtown District on Saturday, February 6
 - c. Resolution approving request from Ames Main Street for Saturday February 6 to transfer \$1,379.25 from the Local Option Sales Tax Fund to the Parking Fund.
 - d. Resolution approving waiver of fee for blanket Vending License
6. Resolution Setting Date of Public Hearing for January 26, 2021, on a proposal to enter into an amended State Revolving Fund Sewer Revenue Loan and Disbursement Agreement in a principal amount not to exceed \$6,075,000
7. Resolution approving appointment of Aaron DeLashmutt as the Chief of Police Alternate to the Story County 911 Service Board
8. Resolution approving Memorandum of Understanding with Central Iowa Emergency Services Chaplaincy
9. Resolution approving Professional Services Agreement with Bolton & Menk, Inc., of Ames,

Iowa, for 2020/21 Shared Use Path System Expansion - Vet Med Trail (S. 16th Street to S. Grand Avenue) in an amount not to exceed \$46,138

10. Resolution awarding Contract to Tarath, LLC, of Cape Girardeau, Missouri, to provide Diversity, Equity, and Inclusion training to City employees in the amount of \$50,000
11. Resolution approving preliminary plans and specifications for City Access Control System; setting February 10, 2021, as bid due date and February 23, 2021, as date of public hearing
12. Resolution approving preliminary plans and specifications for the Water Treatment Plant Lime Pond Underdrain Improvements Project; setting February 10, 2021, as bid due date and February 23, 2021, as date of public hearing
13. Resolution awarding contract to Reliant Fire Apparatus, Inc., (Pierce) for the purchase of a new ladder truck at a cost of \$1,152,825
14. Resolution approving contract and bond for Homewood Slope Stabilization
15. Resolution approving contract and bond for Inis Grove Park Sidewalk Project
16. Resolution approving new Performance Bond and authorizing release of original bond regarding contract with Anderson Process & Instrumentation Solutions, LLC, for Maintenance Services for the Power Plant
17. Resolution approving partial completion of public improvements and reducing required security for Sunset Ridge, 10th Subdivision
18. Resolution accepting completion of 2019/20 Multi-Modal Roadway Improvements (30th Street & Duff Avenue Restriping)
19. Resolution accepting completion of Fuel Forwarding Pump House Fire Protection Upgrade for Power Plant

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:

20. Discussion on the direction the Public Art Commission is taking in regards to small arts grants

PUBLIC WORKS:

21. Resolution setting date of public hearing for January 26, 2021, to authorize the potential use of eminent domain authority, if necessary, to obtain easements and acquire land for the Flood Mitigation - River Flooding project

CYRIDE:

22. Update on financial status of CyRide

HEARINGS:

23. Hearing on Maintenance Facility Fabric Storage Barn:

- a. Resolution approving final plans and specifications and awarding contract to A & B Construction LTD., of Harper, Iowa, in the amount of \$157,025
- 24. Hearing on Water Plant Dehumidification Project:
 - a. Resolution approving final plans and specifications and awarding contract to Mechanical Comfort, Inc., of Ames, Iowa, in the amount of \$262,940
- 25. Hearing on Ames City Hall Auditorium HVAC Upgrade:
 - a. Motion rejecting all bids
- 26. Hearing on 2020/21 Pavement Restoration - Slurry Seal Program:
 - a. Resolution approving final plans and specifications and awarding contract to Fort Dodge Asphalt Company, of Fort Dodge, Iowa, in the amount of \$202,885.40

ORDINANCES:

- 27. Second passage or ordinance establishing a new industrial zoning district to be known as the Intensive Industrial zone in Chapter 29, Article 9, of the *Ames Municipal Code*:

DISPOSITION OF COMMUNICATIONS TO COUNCIL:

COUNCIL COMMENTS:

ADJOURNMENT:

ITEM # AAMPO 1

DATE: 01-12-21

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

**SUBJECT: AMENDMENT TO THE FFY 2021-2024 TRANSPORTATION
IMPROVEMENT PROGRAM**

BACKGROUND:

This amendment to the Fiscal Year (FY) 2021 - 2024 Transportation Improvement Program involves changing the following:

- Adding an **Automatic Passenger Counters (APCs) CyRide Project** in FY 2021. This project would make use of potential federal funds from a COVID-19 Research Demonstration Grant, should CyRide be awarded the grant. APC's will provide passengers the ability to view the current space available on a bus via their smartphone applications in real-time to select the trip that best meets their needs. CyRide's long-term goal of reducing overcrowding on buses is equally important during the COVID-19 pandemic for passengers wanting to be more socially distanced restoring trust in public transit. This project will be programmed for \$474,864 in federal funding and \$52,806 in local funding.

The requirements to process amendments to the TIP call for an opportunity for public review and comment as well as approval by the Transportation Policy Committee of the Ames Area MPO (TPC). **The TPC reviewed this action at their November 24, 2020 meeting, establishing the public hearing for January 12, 2021 and opening a public input period from November 25, 2020 to January 1, 2021. No public comments were received by staff.**

ALTERNATIVES:

1. Approve the amended FFY 2021-2024 Transportation Improvement Program
2. Approve the amended FFY 2021-2024 Transportation Improvement Program, with Transportation Policy Committee modifications

ADMINISTRATOR'S RECOMMENDED ACTION:

Inclusion of this project into the FY 2021-2024 TIP would allow CyRide to immediately proceed forward with the project after receiving pre-grant authority from FTA, should CyRide be awarded this grant. This project also help CyRide farther improve the efficiency of its transit system.

Therefore, the Administrator recommends that the Transportation Policy Committee adopt Alternative No. 1 as described above.

ITEM #AAMPO 2

DATE: 01-12-21

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

SUBJECT: DESIGNATION OF CIRTPA REPRESENTATIVES

BACKGROUND:

Each year the Transportation Policy Committee appoints representatives and alternate representatives to the Central Iowa Regional Transportation Planning Alliances' (CIRTPA) two committees – the Transportation Policy Committee (TPC) and the Transportation Technical Committee (TTC). Since the Ames Area Metropolitan Planning Organization is an advisory member of CIRTPA, these are non-voting positions.

It is recommended that the Ames Area MPO's designated representatives for 2021 be as follows:

TPC Representative: Kyle Thompson, Transportation Planner
TPC Alternate Representative: Damion Pregitzer, Traffic Engineer
TTC Representative: Kyle Thompson, Transportation Planner
TTC Alternate Representative: Damion Pregitzer, Traffic Engineer

ALTERNATIVES:

1. Appoint the individuals named above to their respective roles representing the Ames Area MPO on CIRTPA.
2. Designate other individuals to serve the Ames Area MPO in this capacity.

ADMINISTRATOR'S RECOMMENDED ACTION:

The Administrator recommends that the Ames Area MPO Transportation Policy Committee adopt Alternative No. 1, thereby appointing the individuals named above to serve in their respective roles representing the Ames Area MPO on CIRTPA.

MINUTES OF THE REGULAR MEETING OF THE AMES CITY COUNCIL

AMES, IOWA

DECEMBER 22, 2020

CALL TO ORDER: Mayor John Haila called the Regular Meeting of the Ames City Council, which was being held electronically, to order at 6:00 p.m. with the following Council members participating: Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, Rachel Junck, and David Martin. *Ex officio* Member Nicole Whitlock was also present.

Mayor Haila announced that it is impractical to hold an in-person Council meeting due to the Governor of Iowa declaring a public health emergency because of the COVID-19 pandemic. Therefore, limits have been placed on public gatherings, and this meeting is being held as an electronic meeting as allowed by Section 21.8 of the *Iowa Code*. The Mayor then provided how the public could participate in the meeting via internet or by phone.

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

1. Motion approving payment of claims
2. Motion approving Minutes of Special Meeting held December 4, 2020, and of Regular Meeting held December 8, 2020
3. Motion approving Report of Change Orders for period December 1 - 15, 2020
4. Motion approving certification of Civil Service applicants
5. Motion approving temporary waiver of residency requirement for City Attorney
6. Motion authorizing the Mayor to sign Certificate of Consistency with City's 2019-2023 CDBG Consolidated Plan on behalf of The Bridge and ACCESS for CARES funding from Iowa Finance Authority
7. Motion approving New 12-month Class C Liquor License, Class B Native Wine with Sunday Sales: North Grand Seafood, 823-Wheeler St Suite 1, **Pending Favorable Background Checks & Pending DRAM**
8. Motion approval renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class C Liquor License with Sunday Sales & Outdoor Service Chipotle Mexican Grill (435 S Duff Ave)
 - b. Class C Liquor License with Sunday Sales Fuji Japanese Steakhouse (1614 S Kellogg Ave) **Pending DRAM**
9. Motion accepting bi-annual Sustainability Coordinator Report regarding FY 2020-21 Activities
10. RESOLUTION NO. 20-620 approving and adopting Supplement No. 2021-1 to *Municipal Code*
11. RESOLUTION NO. 20-650 waiving enforcement of prohibition of motorized vehicles in Ada Hayden Heritage Park for the Ames Triathlon on June 27, 2021
12. RESOLUTION NO. 20-651 approving extension of COVID Leave benefits to City employees through February 28, 2021, or such a time as a similar package is approved at the federal level
13. RESOLUTION NO. 652 approving Amendment to extend Purchase Agreement between the City and Mainstream Living, Inc., for the property at 1417 Douglas Avenue for a completion

- date on or before January 31, 2021
14. RESOLUTION NO. 20-653 approving Police Department's participation in the Governor's Traffic Safety Bureau Nighttime Seat Belt Enforcement Grant Program
 15. RESOLUTION NO. 20-654 awarding contract to Wesco Distribution of Des Moines, Iowa for the 750 KCMIL Copper Cable for Electric Distribution Inventory in the amount of \$110,295.60 (inclusive of Iowa sales tax)
 16. RESOLUTION NO. 20-655 awarding contract to Gillig Corporation of Livermore, California, for the purchase of four new 40-foot standard diesel buses for CyRide in the not-to-exceed amount of \$1,930,378
 17. RESOLUTION NO. 20-656 approving preliminary plans and specifications for 2019/20 Sanitary Sewer Rehabilitation (Basin 10); setting February 3, 2021, as bid due date and February 9, 2021, as date of public hearing
 18. RESOLUTION NO. 20-657 approving Change Order No. 1 for the 2018/19 Sanitary Sewer Rehabilitation (Siphon) for a deduction in the amount of \$174,575
 19. RESOLUTION NO. 20-658 approving contract and bond for 2019/20 Traffic Signal Program (Lincoln Way/Beach Avenue)
 20. R RESOLUTION NO. 20-659 approving Plat of Survey for 300 and 310 South 17th Street
 21. 2019/20 Shared Use Path System Expansion (Vet Med Trail):
 - a. RESOLUTION NO. 20-660 transferring \$175,000 from the \$271,158.30 remaining available project balance to the South of Lincoln Way Path Expansion (Franklin Avenue to Wilmoth Avenue), which will be combined with the Franklin Park Shared Use Path and is planned for FY 2021/22
 - b. RESOLUTION NO. 20-661 accepting completion of 2019/20 Shared Use Path System Expansion (Vet Med Trail)
 22. Biosolids Disposal Operations for Water Pollution Control Facility:
 - c. RESOLUTION 20-662 accepting completion of Year One
 - d. RESOLUTION 20-663 awarding retroactive Agreement for Year Two to Nutri-Ject Systems, Inc., of Hudson, Iowa, in the amount of \$79,060.06

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 requested to speak, so he closed Public Forum.

EXTEND SUSPENSION OF VENDING LICENSES UNTIL JUNE 30, 2021: Assistant City Manager Brian Phillips explained that in response to the COVID-19 outbreak, on March 18, 2020, City staff administratively suspended Vending Licenses. He noted that there were a few Vending Licenses that were approved for Special Events. The City Council took subsequent action on August 25 to extend the suspension of Vending Licenses through December 31 for vendors on City property. Mr. Phillips stated staff is asking the City Council what they would like to do regarding the suspension of Vending Licenses. He mentioned that staff had received a letter from Karin Chitty, Executive Director, Campustown Action Association. Mr. Phillips explained that he had a meeting with Ms. Chitty and discussed how vending was going to work with the new Welch Avenue

reconstruction. Ms. Chitty's letter requested that the City continue with the suspension of Vending Licenses until staff can develop a plan as to how vending will go back into the Welch Avenue area. There are some issues that City staff has with the Vending Code, but also some concerns from the Campustown Action Association (CAA) about ensuring the streetscape is accomplishing the vibrant gathering space that was laid out for the Welch Avenue project.

Council Member Gartin wanted to know why the City is suspending the Vending Licenses when vendors could sell its goods during the Farmers' Market. Mr. Phillips noted that at first the vendors were unable to sell its goods, but later in the year they were approved to do so. Mr. Gartin stated that it is perfectly legal on private property to have vending, and you will see where there is vending on one block, but not the next public street. He noted this is an outdoor activity and its safer to purchase food that is outside. Mr. Gartin stated that the Council can work with Campustown Action Association later, but this is affecting a lot of people's businesses. Mr. Gartin wanted to know why this is coming up and why the recommendation is to continue with the suspension of Vending Licenses. Mr. Phillips stated that primarily the Council asked for this item to be brought back before the end of 2020, and also historically, there have been sizable gatherings in food vendor lines. Mr. Gartin explained that he doesn't feel that it's fair that a vendor can be on one street, but not another.

Council Member Betcher stated she is more inclined to listen to the Campustown Action Association in this instance because it is always easier to make changes before reinstating something than it is once something has been suspended. Ms. Betcher asked Mr. Phillips if he had had a chance to address the concerns Ms. Chitty had in her letter. Mr. Phillips mentioned that he did have a conversation with Ms. Chitty and that conversation was what precipitated the letter being sent to the Council. Ms. Chitty raised the questions independently from this Agenda item.

Council Member Betcher inquired if there were some vendors that have been asking to vend. Mr. Phillips mentioned that all the vendors have either been relocated or closed during the suspension. It was noted that with the Welch Avenue project one of the spaces that was previously occupied by a vendor doesn't accommodate the vendor anymore due to some of the streetscape features. Staff has attempted to reach out to that vendor, but has not heard back from them yet to see what could be done. Mr. Phillips noted that there have been a few inquiries, and historically there are five to six Vending Licenses in the Campustown Area, but if vending was to be reinstated there would only be three. Ms. Betcher asked if there were other locations for the vendors to operate in Campustown. Mr. Phillips mentioned that he doesn't believe all the vending operations are on Welch Avenue; he believed there was one on Chamberlain and one Downtown. Ms. Betcher asked if it was possible to reinstate Vending Licenses in the City of Ames except for the Campustown area until further details could be worked out as to where the vendors could be located. Mr. Phillips believed they could wait as the Code allows Vending carts to only operate in Campustown and Downtown; the Council could allow it Downtown, but still suspend in Campustown.

Council Member Martin stated that there aren't any enforcement personnel stationed anywhere for vending, but the Face-Covering Ordinance does still require citizens congregating around food trucks to wear face-coverings when standing in line.

Mayor Haila opened public comment. It was then closed when no one came forward to comment.

Moved by Gartin, seconded by Corrieri, to approve Alternative 2, which is to resume suspended Vending Licenses and direct staff to accept applications for new Licenses effective immediately.
Vote on Motion: 6-0. Motion declared carried unanimously.

Moved by Betcher, seconded by Corrieri, to ask staff to engage further with Campustown Action Association to determine which elements of vending in Campustown they believe are going to be problematic, so the Council can look at revising the vending licensure and location in the future.

City Manager Steve Schainker clarified that when Vending Licenses are issued, they are good for one year; if the Council institutes vending in a certain location that will be good for one year. Ms. Betcher asked how long it would take to go through the process of revising the vending licensure. Mr. Phillips mentioned that it would probably not come back to the Council until the summer, so maybe six months to a year. Ms. Betcher stated then she would recommend issuing the Vending Licenses for a year.

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

AMENDMENT TO SCHEDULE 3 OF ENERGY SERVICES AGREEMENT WITH FOREFRONT POWER REGARDING SUNSMART AMES COMMUNITY SOLAR FARM:

Electric Services Director Donald Kom stated in 2019 a contract was signed with ForeFront Power for the SunSmart Ames Community Solar Farm. He noted that the Solar Farm is almost complete and going through its final testing. Mr. Kom explained that ForeFront, through a subcontractor, will build the Solar Farm and then ForeFront finances it, owns it, and the City purchases the power off the Solar Farm for 25 years. The City has an Agreement with ForeFront. He mentioned that one of the benefits of working with a third party is the production tax credits that the federal government gives; in order to take advantage of these, you have to be a taxable entity. ForeFront is working with a tax entity partner. ForeFront's tax entity partner had looked at the Agreement between the City and ForeFront and noticed in Schedule 3 there were some concerns with the Schedule, as it is set up, that don't adequately reflect the true fair market value of the system going forward. Schedule 3 is a section of the Contract that is not typically used and would only be applied if the City chose to purchase the Solar Farm and require ForeFront to remove the equipment early. Mr. Kom explained that the Schedule, as it is right now, prevents the tax equity partner from being part of the financing with ForeFront. When staff reviewed the request, the possibility that the City would ever trigger that part of the Agreement would be highly unlikely. Director Kom stated that when looking at all the options, it would be in the City's best interest to allow the change to the Schedule 3 and allow the tax equity partner to join in on the financing.

The Mayor opened public input and it was closed when no one came forward.

Council Member Gartin stated this is something that he has never seen before and asked if there were any pitfalls that the Council should be considering. Mr. Kom explained that the potential is that if,

ten years down the road, the City wanted to have the Solar Farm removed then the Schedule 3 would apply, and as part of the termination, ForeFront would have to remove the equipment and return the land to farmland. Under the existing Contract, there would be a fee and a cost that would be associated with the Contract. The fees would increase depending on the year in which they would be asked to remove the equipment from the property. Director Kom mentioned that this request is dealing with a unique situation that the City is not planning on ever activating during the 25 years of the Contract.

Council Member Gartin inquired what would happen if the Council declined the Amendment to the Contract. Mr. Kom stated that the Solar Farm would not be able to be turned on and ForeFront may have to find another tax equity partner, who may require the same changes. Mr. Gartin asked if this Amendment was something that could have been anticipated. Mr. Kom stated that when the Contract was signed in 2019, staff was led to believe that everything was set up and taken care of completely. He noted that when this request came up about a month ago, staff asked ForeFront the same question. Staff was informed that a developer will build several solar farms, and when they are close to completion, they bundle all the projects together and present them to large banks or entities that can absorb millions of dollars in tax equity.

Matthew Grossman, representative for ForeFront, answered Mr. Gartin's question: ForeFront knew they would need to bring in a tax equity partner down the road in order to finance the system. Ideally, the City would never see the tax equity partner as that is something that ForeFront would take care of. Mr. Grossman admitted that if they had correctly anticipated the values, that would have needed to be in the Schedule two years ago, they wouldn't be in this situation. Mr. Grossman explained it was a bit of a miss on the part of ForeFront in the initial contracting, but they have been working with Director Kom to understand where this would affect the City. ForeFront wanted to try and meet in the middle and only have the change be extremely unlikely to impact anyone in the future.

The Mayor asked City Attorney Mark Lambert if he had any concerns. Mr. Lambert explained that he had spoken with Director Kom and he didn't see any major risks to the City.

Moved by Beatty-Hansen, seconded by Betcher, to adopt RESOLUTION NO. 20-664 approving the Amendment to Schedule 3 of the Energy Services Agreement with ForeFront Power regarding SunSmart Ames Community Solar Farm.

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

INIS GROVE SIDEWALK PROJECT: Parks and Recreation Director Keith Abraham explained that at its December 8 meeting, City Council awarded a contract to Pillar Inc., of Huxley, Iowa to complete the Inis Grove Park Sidewalk Project. After the award, staff determined there was an error in the calculation of a line item, which should have been found prior to the award. In this instance the calculation error was made by the contractor which increased the bid amount from \$157,199.11 to \$905,699.11. In Section 9.2 of the bid specifications, it states, "In the event of discrepancies in the unit price extension listed in the bidder's proposal, unit prices shall govern." Mr. Abraham

explained staff is requesting the Council to reconsider the Award to Pillar Inc., and then award a contract to TK Concrete, Inc., of Pella, Iowa in the bid amount of \$170,484.40.

Mayor Haila opened public comment. It was closed when no one came forward.

Moved by Betcher, seconded by Corrieri, to reconsider the award of contract to Pillar, Inc., of Huxley, Iowa, in the bid amount of \$905,699.11 for the Inis Grove Park Sidewalk Project due to an error in the bid.

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

Moved by Junck, seconded by Betcher, to adopt RESOLUTION NO. 20-665 awarding a contract to TK Concrete, Inc., of Pella, Iowa, in the amount of \$170,484.40.

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

INITIATE ZONING TEXT AMENDMENT TO ELIMINATE RESIDENTIAL PARKING REQUIREMENTS IN DOWNTOWN:

Planning and Housing Director Kelly Diekmann stated this is in response to a request by a Downtown property owner. He stated that Downtown parking requires one space per apartment, which is the same as the standard in Campustown. The rest of the City uses a one-space-per-bedroom requirement. The reason the City uses one space per apartment is for the area to be more urban and dense, and to support the density you have to reduce parking. Parking is a significant land use and a significant cost for a development. The request before the Council is to consider for small-or-medium-size projects (defined as up to 18-units per the applicant) whether the City would waive some of the parking requirements. Staff believed there are multiple ways to allow flexibility. Director Diekmann explained the City currently allows for remote parking in the Zoning Ordinance, but it has a 300-foot distance requirement and a perpetuity requirement. Mr. Diekmann explained that there are four options for the Council Members to consider if they are interested in looking into changing the Downtown parking requirements.

Council Member Martin explained that the Staff Report mentioned not being in favor of allowing large apartments (5-bedroom apartments). He wanted to know what the appropriate apartment size should be. Director Diekmann stated his comfort level would be in the two-bedroom or fewer size. Mr. Martin mentioned that the original request was to consider 18-unit developments, but the Staff Report recommended 8-12 units and asked to know what the difference would be. Mr. Diekmann explained that there is a large height allowance in Downtown (can go up to 100 feet), but the practical design limits are five-to six-story limits. The difference to Mr. Diekmann from 12 or 18 is whether facilitating one whole level of housing can be added to a building. Mr. Martin wanted to confirm that when staff is saying 8-12 units, they are thinking about three-story buildings as opposed to a four-story building or higher. Director Diekmann stated that a three-story building fits most of the Downtown character. He pointed out that parking is a big factor in urban design as it controls parking through cost and the design aspects on the site.

Council Member Betcher inquired if there was a means of enforcing the requirement of parking in

perpetuity. Director Diekmann stated in remote parking, there is an Agreement with the City, and once the City Council approves the Agreement, it has to be recorded. Regarding that Ms. Betcher stated Option 3, Rental Code is used as a means of enforcing the parking. She asked if that would enable apartment owners to rent from the City or someone else, on an annual basis. Mr. Diekmann explained that if the Council picked Option 3, under the Letter of Compliance (LOC), some paperwork would need to be submitted to the City every year showing the owner has some version of a lease that would last for one year. Ms. Betcher wanted to know if there was a reason that they settled on 300-foot for the remote parking and if that requirement could be expanded. Director Diekmann stated that the 300-foot requirement is applied to all zoning districts and is a traditional block length. He noted that they could change the distance, but it is about the amount of flexibility that the Council wants to give.

Mayor Haila inquired as to the reason a parking requirement is tied to a rental property. Director Diekmann stated the reason cities have parking requirements is to not overburden the public supply and is a workable design.

Mayor Haila opened public comment.

Chris Nelson, 239 S Bell Avenue, Ames, thanked the staff for the report and noted that there were some good options available. Mr. Nelson mentioned that if the Council read the letter that was attached to the Staff Report, they would notice that parking is an impediment to increasing the housing stock in Downtown. He explained that he wanted to follow-up on one of the questions that Mr. Martin had asked about the 12-18 units. Mr. Nelson stated that he was thinking that the first floor would be commercial and then three floors of residential (similar to the Sheldon Munn building). He explained that when making the request, they were thinking that they didn't want to make the request about their project only, but also the entire Downtown area. He liked the idea of limiting the bedroom size. He stated that with his property, a decision would need to be made within the next two months if a change could happen.

Council Member Betcher asked if Mr. Nelson was opposed to any of the options in the Staff Report. He noted that the only option he would be opposed to was Option 4 that would require a parking in-lieu fee when parking is not built on site. He felt the restrictions on the bedroom size and getting to a point where there could be a *Rental Code* requirement could be entirely appropriate. Mr. Nelson mentioned that changing the 300-foot rule would need to be done to help with the geography of Downtown.

The Mayor closed public input.

Council Member Gartin asked if staff had received any feedback from downtown businesses. Mr. Diekmann stated that they did not send out any notices as this was just a Staff Report to review options.

Council Member Betcher inquired how staff viewed the use of the Rental Code versus not using the

Rental Code for parking requirements. Director Diekmann mentioned that staff already uses the Rental Code to enforce parking, but it is the Zoning Ordinance that makes you build it in the first place. By using the Rental Code, you would take a lot of the entanglements of zoning away. The question of hardships, variances, etc., would no longer be applicable.

Mayor Haila mentioned that there has been a lot of conversations throughout the years about trying to encourage housing in the Downtown area. He wanted to know what impediments there may be. Mr. Diekmann stated that parking would be an issue as the surface parking lots are fully occupied. Displacement of those parking lots would be difficult as people want replacement parking, and the cost of structured parking, especially on small parcels, is astronomical. He mentioned that a developer would need to acquire more properties to make a bigger parcel that can shoulder the parking that is not on a surface lot. In Downtown, no one is able to build surface lots and there would need to be a street with a building, and with those two obstacles, there has not been any redevelopment or additions in Downtown.

Moved by Gartin, moved by Corrieri, to approve Option 1, which is to waive all parking for Apartments up to 18 Units.

Council Member Martin mentioned that he would like to add a constraint to the number of bedrooms per apartment. Mr. Gartin stated he would like to see what the rest of the Council prefers before making any Amendments to the motion.

Mayor Haila asked for Mr. Diekmann to clarify Option 1 as it stated that “staff is not in favor of a broad-brush waiver of all spaces for 18 apartments that allow for configurations of up to five bedrooms per apartment.” Director Diekmann explained that if Option 1 passed, a bedroom count would not be part of the equation when staff evaluates. He further explained that currently the rule is one parking space per apartment, whether it is one bedroom or five bedrooms. Under Option 1, there would be no parking for the first 18 units developed on a property.

City Manager Schainker asked for further clarification if a developer came in and wanted to build the maximum number of levels and have 50-70 units, would they still be excluded from parking. Director Diekmann stated it is open for discussion. The Council can target the parking requirement for small projects only or for the first 18 units. Council Member Gartin mentioned Mr. Schainker made a good point, and he wanted to know if the Council should add some constraints to Option 1. Mr. Diekmann stated that it would depend, and he is unsure if that would affect any projects.

Moved by Gartin, seconded by Corrieri, to amend the motion to have a limit of 18 units total for the project.

Vote on Motion: 2-4. Voting Aye: Gartin. Corrieri. Voting Nay: Beatty-Hansen, Betcher, Junck, Martin. Motion failed.

Moved by Beatty-Hansen, seconded by Betcher, to approve Option 2, which would waive all parking

requirements for 2-bedroom apartments up to 18 units.
Vote on Motion: 6-0. Motion declared carried unanimously.

Director Diekmann mentioned that the other question in the Staff Report was if the Council wanted to direct the City Manager to review the overnight parking restrictions in Downtown as a parallel item.

Moved by Martin, seconded by Junck, to direct the City Manager to review options for changing overnight parking restrictions Downtown.

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

Moved by Betcher, seconded by Junck, to reconsider the 300-foot distance requirement and to change it to parking within the Downtown Service Center zone for remote parking.

Council Member Martin wanted to know if the motion meant to satisfy the remote parking requirement for properties within the Downtown Service Center. Ms. Betcher clarified that was correct. Mr. Martin indicated that he would also like to see a buffer around the Downtown Service Center, but he thought it would be reasonable to look at a block radius around the circumference of the Downtown Service Center. He mentioned that he would be supportive of the motion, but wanted to know if they could be a little more generous with allowing people to find parking a little farther out. Director Diekmann explained that he would not have a problem with expanding south, but he would have to look at the other areas.

Council Member Betcher withdrew her motion.

Moved by Betcher, seconded by Martin, to have staff come back with recommendations on expanding the radius for remote parking for the Downtown Service Center.

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

HEARING REGARDING VACATING A PUBLIC UTILITY EASEMENT LOCATED ACROSS PORTIONS OF SOUTHTOWN SUBDIVISION (LOCALLY KNOWN AS 300 AND 310 SOUTH 17TH STREET): The Mayor opened public comment. There was no one wishing to speak.

Moved by Gartin, seconded by Corrieri, to adopt RESOLUTION NO. 20-666 approving the vacation of the Public Utility Easement located across portions of Southtown Subdivision (locally known as 300 and 310 South 17th Street).

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

HEARING REGARDING THE ESTABLISHMENT OF A NEW INDUSTRIAL ZONING DISTRICT TO BE KNOWN AS THE INTENSIVE INDUSTRIAL ZONE IN CHAPTER 29, ARTICLE 9, OF THE AMES MUNICIPAL CODE: Director Diekmann explained that the

proposed Industrial District is a little bit different. It is a compilation of Planned Industrial and General Industrial and intended to only be used east of I35. The idea is that large tracts of land have different economic development options compared to other industrial land in the City. This will allow for the intense large manufacturing or distribution facilities. The zoning is the step that the Ames Economic Development Commission requested to continue to market the property as the City looks at extending utilities in 2021. There is no action to rezone any properties by making this change, but it does put the zoning district into the Ordinance so when a property is ready to develop, the zone is known and it can move forward in a quick manner.

Council Member Betcher mentioned that at various points as the Council has discussed this industrial area, the question of water super-users has come up and if the City is trying to attract those industrial uses that could put a strain on the water supply in the future. She wanted to know a little more about the permitted uses for this area and if they are water-intensive uses. Director Diekmann commented that there is the potential for those types of uses. He noted that all staff is aware of the water issue. The only place it is included in City Policy is through the Economic Development strategies that the City is not interested in incentives for large water users.

Council Member Betcher inquired about the question of odors that the Planning & Zoning Commission were interested in. Mr. Diekmann stated that it is a difficult issue as odor is a subjective matter. There are clearly going to be odor issues for different people, but there is no absolute answer. There is not an odor management ordinance in the City. Director Diekmann explained that what the Planning and Zoning Commission was concerned about was if the east growth scenario did occur with housing would the industrial use be compatible with the neighborhood. He explained to the Planning and Zoning Commission that if the East Industrial development is not compatible, staff would have to revisit some of the assumptions for the east growth area and look at what is compatible.

Council Member Betcher asked about vehicle service facilities as there had been a previous request for these types of facilities. She wanted to know if it would be reasonable to have industrial vehicle service facilities in an industrial area, and wanted to know about the exclusion of that particular use. Director Diekmann stated that Article 5 of the Zoning Ordinance breaks out the uses in greater detail. He mentioned that if it was truly a truck repair business, it falls under industrial service, which is a permitted use in this area. Vehicle service facilities are to target passenger vehicles, gas stations, and small repair shops. If it was truly an industrial repair use, it falls in a different category than vehicle service facility. If the Council allowed vehicle service facilities, it would be gas stations and passenger vehicle repair shops.

Mayor Haila inquired about what the landscaping requirement would be. Mr. Diekmann explained that the only attribute that was put in for this area was the ability for staff to require additional screening for certain types of outdoor appurtenances to a site that are unsightly. Staff is applying the normal front-yard landscaping requirement and the normal parking lot landscaping requirement. They also copied over the total site cover percentages that are used in the other districts, to where developers have to reserve at least 15% of the site, but there is no planting pattern requirement.

Council Member Gartin mentioned that they will notice a significant increase in truck traffic in the area and wanted to know if it was possible, at some point, to allow a fuel station to be put in later. Mr. Diekmann stated it is possible; there were a lot of unknowns at this time, but that is something that can be looked at once a pattern of development is seen.

The public hearing was opened by the Mayor. He closed the hearing after no one asked to speak.

Moved by Gartin, seconded by Junck, to pass on first reading an ordinance regarding the establishment of a new Industrial Zoning District to be known as the Intensive Industrial Zone in Chapter 29, Article 9, of the *Ames Municipal Code*.

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

LOW-INCOME HOUSING TAX CREDIT HOUSING PROJECT (BAKER SUBDIVISION):

Housing Coordinator Vanessa Baker-Latimer stated that staff has been working hard to stay on track to be able to submit an application to the Iowa Finance Authority (IFA) for approval of Low-Income Housing Tax Credits (LIHTC). The next step is the Option Agreement and the Development Agreement. Ms. Baker-Latimer explained that the Option Agreement is a requirement that Prairie Fire and the City must enter into to transfer the property from the City to Prairie Fire prior to submitting the LIHTC application. As part of the proposal, Prairie Fire offered to purchase the site for \$2,500, contingent on receiving tax credit approval as Prairie Fire must demonstrate site control of the property at the time of submitting the LIHTC application to IFA. She pointed out that if Prairie Fire doesn't get awarded the tax credit, the property will still belong to the City of Ames. The Development Agreement covers a lot of areas, i.e., construction schedules, warranties, covenants, performance, etc.

Planning and Housing Director Kelly Diekmann stated that the next steps would be to update the Concept Plan and bring back that Plan to the Council in February 2021; and they will then be able to submit the application by the March 2021 deadline. After that staff will be waiting until August 2021 to hear back about the approval of LIHTC in order to proceed with the project.

Council Member Martin mentioned that he had heard some concerns about how the contract is written, as it mentions up to 50 units, and that may change the overall density of the site that the Council previously discussed. Director Diekmann stated that measure is not intended to mean that the developer is trying to get the 50 units. Staff has had discussions with Prairie Fire, and they are not interested in trying to maximize more units on the property.

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

Moved by Betcher, seconded by Martin, to adopt RESOLUTION NO. 20-667 approving the Option Agreement for the sale of the site to Prairie Fire Corporation.

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

Minutes.

Moved by Martin, seconded by Betcher, to adopt RESOLUTION NO. 20-668 approving the Developer's Agreement between the City of Ames, Prairie Fire Corporation, and Builder's Development Corporation.

Council Member Gartin explained that the reason he voted nay was because he thought this Plan was inconsistent with the Council's goals. A previous Staff Report stated that one of the proposed options that allowed for 50 units met all the green-space requirements and there hasn't been a project like this one in 30 years. Instead of going with a 50-unit option that would accommodate an additional 14 families to live in the community, the Council decided to go with the lower number of units. Mr. Gartin felt this was one of the poorest decisions that the Council has ever made. He was also concerned that the Council never heard from A Mid-Iowa Organizing Strategy (AMOS) or other advocacy groups.

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

HEARING ON HOMEWOOD SLOPE STABILIZATION: Council Member Betcher asked if anyone had heard anything else from the Inis Grove neighborhood people since the previous day. City Manager Steve Schinker stated they had not.

The Mayor opened public comment. There was no one wishing to speak.

Moved by Gartin, seconded by Corrieri, to adopt RESOLUTION NO. 20-669 approving final plans and specifications and awarding a contract to RW Excavating Solutions, Inc., of Prairie City, Iowa, in the amount of \$535,192.55.

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

HEARING ON AMENDMENT TO THE PLANNED RESIDENCE DISTRICT MAJOR SITE DEVELOPMENT PLAN FOR A DEVELOPMENT KNOWN AS DOMANI LOCATED AT 2200 OAKWOOD ROAD: The public hearing was opened by the Mayor.

Joyce Hammen, 2932 White Oak Drive, Ames, stated she has been watching this project, and she is concerned about what has changed in the Plan since the initial Preliminary Plan was approved. She noted she hasn't seen a big change in anything when she looked through all the information provided to her. Ms. Hammen noted that it appears that the lots need to be reduced and it seems to be an issue where the developer found out that they didn't have enough room. Ms. Hammen stated as a neighboring property, she was approached by the developer prior to the approval of the Preliminary Plan, and she was told that the developer was going to be building five feet from her property. She mentioned that she told the developer that her lot was not part of the planned development, but was

told by the developer that they could build on her property line. Ms. Hammen explained that the developer came back after he realized he couldn't build on her property line, and she was told by the developer that they needed extra feet. She mentioned that she was approached by the developer to sign a Non-Disclosure Agreement if they would allow the developer to build into their property. She stated that she had an issue with that and walked away from the developer. Ms. Hammen thought that the City should know how the property owners were being approached by the developer. She doesn't believe that it was a miscalculation by the developer.

Keith Arneson, 4114 Cochrane Parkway, Ames, mentioned that while he and Ms. Hammen didn't agree on some items, he took exception to some of the comments that were made. Rather than waste the time of the Council, he wanted to know if the Council had any questions for him. He explained that the comment about the Non-Disclosure Agreement was that he offered the Hammens an easement to use the eight-foot of space, up to the edge of the building, that was refused.

The Mayor asked staff to address Ms. Hammen's concern about what has changed in the Amendment to the Major Site Development Plan. City Planner Benjamin Campbell stated that the developer discovered that while moving forward, and in further discussion with staff that the setback needed to be clarified. The main concern that came up was the eaves on the houses and whether or not they would project over the property lines. The Building Official requested that the eaves not project over property lines and be kept within a single lot, which accounts for a lot of the changes in setbacks. The new proposed standards will have the homes set back 1.5 feet from the zero-lot-line side of the property line and 8.5 feet from the opposite side property line for most lots. This will maintain the ten feet of separation, but place the entirety of the house, including the eaves, wholly on a lot. Mr. Campbell explained that there will be one exception: Lots 22 and 23 will have nine feet as Lot 22 will be the model home and the foundation has already been poured. The applicant is required to fire-rate the walls on the east side of the home on Lot 23 and the west side of the home on Lots 22 to account for the reduced separation. As a result, Lot 23 will also only have a 7.5-foot side-yard setback to the east.

Moved by Gartin, seconded by Corrieri, to adopt RESOLUTION NO. 20-670 approving the Amendment to the Planned Residence District Major Site Development Plan.

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

HEARING ON MAJOR SITE DEVELOPMENT PLAN ALTERNATIVE LANDSCAPE PLAN FOR 1910 ISAAC NEWTON DRIVE (KWIK TRIP, INC.): The Mayor opened the public hearing.

Wade Dumond, La Crosse, WI, representative for Kwik Trip/Star, wanted to let the Council know he was available for any questions.

The public hearing was closed by the Mayor.

Moved by Betcher, seconded by Junck, to adopt RESOLUTION NO. 20-671 approving the Major Site Development Plan Alternative Landscape Plan.

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

ORDINANCES PERTAINING TO SHORT-TERM RENTALS: Mayor Haila mentioned that staff is requesting to pass on second reading and to suspend the rules necessary for the adoption of the ordinance for third passage and adoption for the Ordinances pertaining to short-term rentals.

Moved by Corrieri, seconded by Beatty-Hansen, to pass on second reading an Ordinance amending Chapter 29 (zoning).

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

Moved by Corrieri, seconded by Junck, to suspend the rules necessary for the adoption of an ordinance.

Roll Call Vote: 6.0. Motion declared carried unanimously.

Moved by Corrieri, seconded by Beatty-Hansen, to pass on third reading and adopt ORDINANCE NO. 4427 amending Chapter 29 (zoning).

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

Moved by Gartin, seconded by Beatty-Hansen, to pass on second reading an Ordinance amending Chapter 13 (rental).

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

Moved by Beatty-Hansen, seconded by Junck, to suspend the rules necessary for the adoption of an ordinance.

Roll Call Vote: 6.0. Motion declared carried unanimously.

Moved by Beatty-Hansen, seconded by Junck, to pass on third reading and adopt ORDINANCE NO. 4428 amending Chapter 13 (rental).

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

Moved by Corrieri, seconded by Junck, to pass on second reading an Ordinance amending Chapter 35 (guest lodging).

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

Moved by Beatty-Hansen, seconded by Junck, to suspend the rules necessary for the adoption of an ordinance.

Roll Call Vote: 6.0. Motion declared carried unanimously.

Moved by Gartin, seconded by Junck, to pass on third reading and adopt ORDINANCE NO. 4429 amending Chapter 35 (guest lodging).

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

ORDINANCE AMENDING THE EAST UNIVERSITY IMPACTED URBAN REVITALIZATION AREA BOUNDARY BY ADDING 313 LYNN AVENUE AND ADDING AN EXPIRATION DATE OF APRIL 1, 2024: Moved by Betcher, seconded by Junck, to adopt ORDINANCE NO. 4424 amending the East University Impacted Urban Revitalization Area boundary by adding 313 Lynn Avenue and adding an expiration date of April 1, 2024.

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

ORDINANCE REGARDING THE EXTENSION OF BUILDING FEATURES INTO REQUIRED SETBACKS: Moved by Junck, seconded by Betcher, to adopt ORDINANCE NO. 4425 regarding the extension of building features into required setbacks.

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

FACE-COVERING ORDINANCE EXTENDING THE SUNSET CLAUSE TO JUNE 30, 2021: Moved by Junck, seconded by Corrieri, to adopt ORDINANCE NO. 4426 amending the Face-Covering Ordinance to extend the sunset clause to June 30, 2021.

Roll Call Vote: 5-1. Voting Aye: Beatty-Hansen, Betcher, Corrieri, Junck, Martin. Voting Nay: Gartin. Ordinance declared adopted, signed by the Mayor, and hereby made a portion of these Minutes.

DISPOSITION OF COMMUNICATIONS TO COUNCIL: Mayor Haila explained that the first item was a letter from Mediacom notifying the City about rate adjustments that will occur on or about December 22, 2020. No action was taken by the Council as this was informational only.

The second item was a letter from Chuck Winkleblack, Hunziker and Associates, notifying the City that Dayton Park Development LLC was to have completed a speculative building within the TIF district by June of this year to be in compliance with its Developer's Agreement. However, due to COVID, they are behind schedule. He asked for consideration, of a revised completion date. City Manager Schainker stated that it was just for the Councils information and no action is required.

The Mayor mentioned that the third item was a memo from Assistant City Manager Brian Phillips giving an update on the Small Arts Grant Program.

Moved by Betcher, seconded by Martin, to place the memo regarding the Small Arts Grant Program on an agenda in January to discuss the direction that the Public Arts Commission has taken.

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

The last item was a letter from Karen Chitty, Executive Director, Campustown Action Association, providing input on vending on public streets and sidewalks in Campustown. The Mayor noted that the letter was already addressed during the vending discussion earlier.

COUNCIL COMMENTS: Council Member Betcher wished everyone “Happy Holidays” and thanked City staff for all the hard work that was done this year especially due to the pandemic.

Mayor Haila mentioned that he thinks the Council is unanimous in its support of everything that City staff had done in 2020 and hopes that 2021 will be a better year. The Mayor stated he had had the privilege of participating in the first “Wreaths across America” presentation. The American Legion Writers is connected to this project. Across the entire United States, over 2500 different ceremonies were held at the same time, including Arlington National Cemetery. Over 1.8 million wreaths were placed on the graves of veterans. The goal is to place a wreath on every veteran’s grave in all the cemeteries in Ames.

ADJOURNMENT: Moved by Corrieri to adjourn the meeting at 8:01 p.m.

Amy L. Colwell, Deputy City Clerk

John A. Haila, Mayor

Diane R. Voss, City Clerk



MEMO

Item No. 3

To: Mayor John Haila and Ames City Council Members
From: Lieutenant Heath Ropp, Ames Police Department
Date: December 25, 2020
Subject: Beer Permits & Liquor License Renewal Reference City Council Agenda

The Council agenda for January 12th, 2021 includes beer permits and liquor license renewals for:

- **The Angry Irishmen** (119 Main St) – Class C Liquor License, Outdoor Service & Sunday Sales
- **American Legion #37** (225 Main St) – Class A Liquor License (Private Club)
- **West Towne Pub** (4518 Mortensen Rd Ste 101) Class C Liquor License, Outdoor Service & Sunday Sales
- **Dublin Bay** (320 S. 16th St) Class C Liquor License, Outdoor Service & Sunday Sales
- **The Filling Station** (2400 University Blvd) Class E Liquor License, Class B Wine Permit, Class C Beer Permit (Carryout) & Sunday Sales
- **Hy-Vee Market Café** (3800 Lincoln Way) Class C Liquor License, Catering Privilege & Sunday Sales
- **JW Liquor** (4518 Mortensen St #109) Class E Liquor License, Class B Wine Permit, Class C Beer Permit (Carryout) & Sunday Sales

A review of police records for the past 12 months found no liquor law violations for any of the above locations. The Ames Police Department recommends renewal of licenses for all the above businesses.

- **Blue Owl Bar** (223 Welch Ave) Class C Liquor License, Outdoor Service & Sunday Sales

A review of police records for the past 12 months found 16 liquor law violations for the above business. Twelve individuals were cited for underage on premise. Of those twelve individuals one provided a fake ID and was arrested for unlawful use of a license and two others provided fake ID's and were not cited for the unlawful use of a license. Four other individuals were given verbal warnings for underage on premise and were escorted off the property.

Most of these violations occurred early in 2020. The Ames Police Safe Neighborhood Team identified problems with the Blue Owl Bar ID procedures and worked with staff to ensure proper safeguards were in place. There have been no liquor law violations since March 12th, 2020.

The Police Department will continue to monitor the above location by conducting regular foot patrols, bar checks and by educating the bar staff through trainings and quarterly meetings. The Ames Police Department recommends license renewal for the above business.

- **Cy's Roost** (121 Welch Ave) Class C Liquor License, Outdoor Service & Sunday Sales

A review of police records for the past 12 months found 2 liquor law violations for the above business. One individual was cited for underage on premise who provided a fake ID. Another individual was given a verbal warning for underage on premise and was escorted off the property.

The Police Department will continue to monitor the above location by conducting regular foot patrols, bar checks and by educating the bar staff through trainings and quarterly meetings. The Ames Police Department recommends license renewal for the above business.

COUNCIL ACTION FORM

SUBJECT: INITIATION OF 4514 HYDE AVENUE ANNEXATION

BACKGROUND:

The City of Ames has received an annexation petition from Justin Dodge representing a 6.99-acre parcel ('Parcel E') owned by Hunziker Development Group LLC. The property is in Story County on the east side of Hyde Avenue. 'Parcel E' is immediately north of Bloomington Court, a subdivision located inside the corporate limits of Ames. (See *Attachment A.*) **The applicant requests that the City Council authorize an annexation area that is 100% voluntary.** The first step in the annexation process is for the City Council to accept the annexation petition and refer it to the Planning & Zoning Commission for their recommendation and begin the required notification process outlined in state law.

The subject property lies within the 'Allowable North Growth Area' of the Land Use Policy Plan. It is also designated 'Urban Residential' in the Ames Urban Fringe Plan. These designations allow for the annexation and development of the land. An excerpt from the Urban Fringe Plan is found in *Attachment B.*

The annexation includes one consenting owner, and no non-consenting owners. 'Parcel E' lies more than two miles from any other city (2.1 miles from Gilbert). Therefore, no review or action by the City Development Board is needed if the City approves annexation.

The existing 'Parcel E' is presently served by Xenia Rural Water. There is no obligation that the property owner disconnects from Xenia for the existing house and may remain a customer indefinitely. However, if the property owner wishes to connect to City water, they can do so under the terms that are in place with Xenia at the time they wish to connect. The property is also on a private septic system. This may continue although if the system fails, the property owner is obligated to connect to the City sanitary sewer system if the house lies within 200 feet of a city sanitary sewer main.

Although the property is currently served by Xenia, City policy is to only allow for additional development if a property is served by City water. If 'Parcel E' is further subdivided, any new parcels/lots would be required to connect to City water services. An agreement with the property owner and Xenia would be necessary for this to occur. **Staff recommends a condition of initiating the annexation that the standard development agreement for future Xenia water territory buyout is signed and returned to the City prior to approval of the formal annexation.** This would be a condition of approval of the annexation.

Properties directly north of the subject property remain in unincorporated Story County and are not seeking voluntary annexation as part of this request. In the past none of these property owners have indicated an interest in annexation. Although the property abutting this site, 4604 Hyde, could be included as part of an 80/20 there is no specific need for this occur at this time as it would not completely close up the current gap in the City's boundary along Hyde Avenue.

ALTERNATIVES:

1. The City Council can initiate the annexation subject to the following:
 - a. Refer the Annexation Petition for 'Parcel E', located at 4514 Hyde Avenue, to the Planning & Zoning Commission for their recommendation.
 - b. Require a development agreement for future Xenia Water buyout prior to approval of the annexation.
2. The City Council can defer action and request more information.
3. The City Council can decline to initiate the annexation process at this time.

CITY MANAGER'S RECOMMENDED ACTION:

This voluntary annexation request involves a single parcel of land with consent by the property owner. There are no non-consenting owners. The property is located more than two miles from Gilbert which does not require approval of the annexation by the State of Iowa City Development Board.

The subject property is located within the 'Allowable North Growth Area' and is designated as 'Urban Residential' in the Ames Urban Fringe Plan. These designations allow for annexation and development of the land.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, referring the Annexation Petition for 'Parcel E', located at 4514 Hyde Avenue, to the Planning & Zoning Commission for their recommendation and requiring a development agreement for future Xenia Water buyout.

Addendum

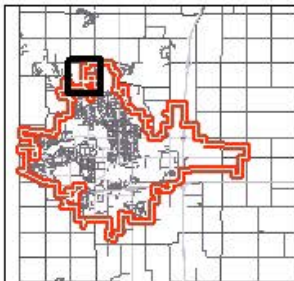
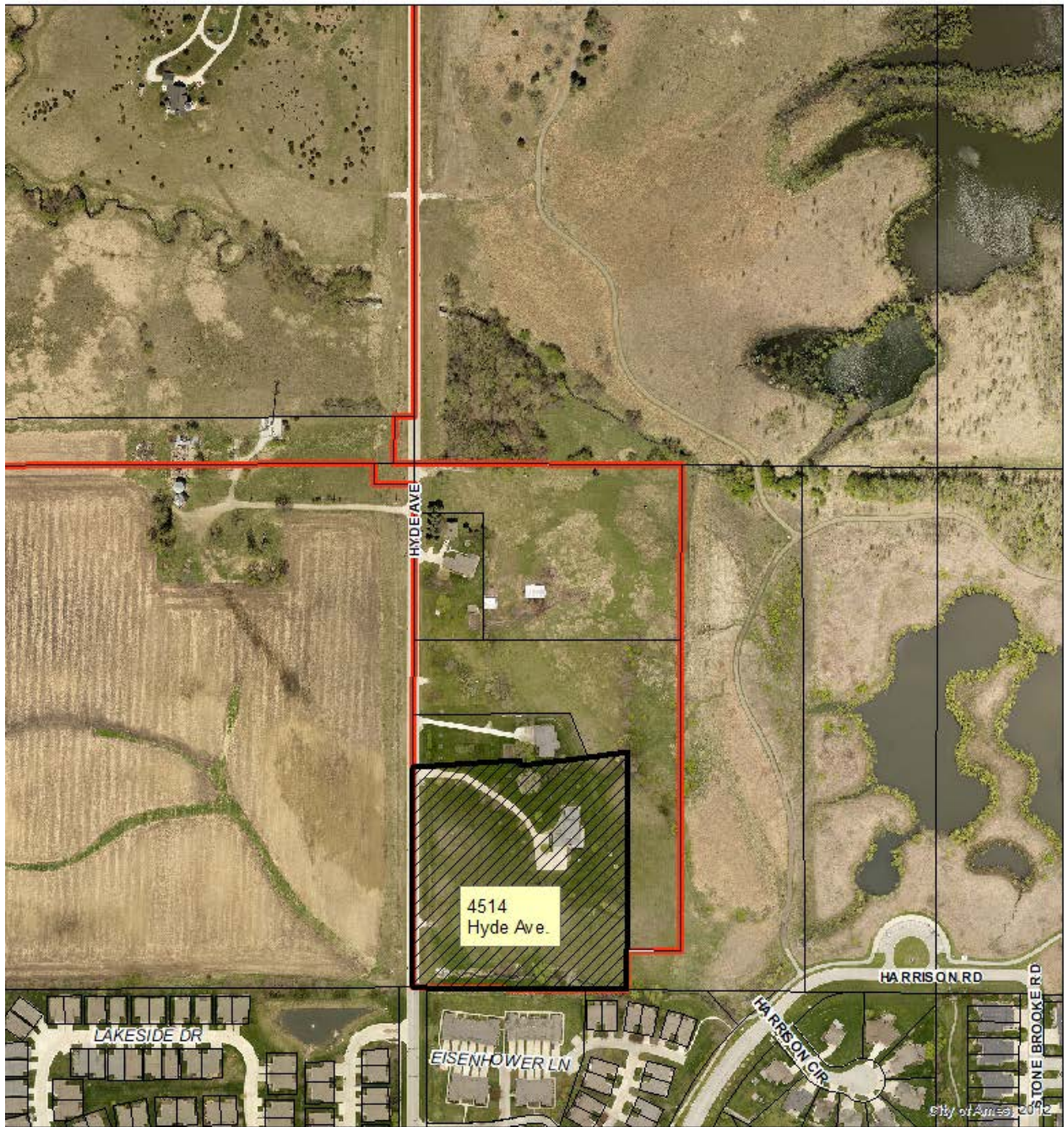
Land Use Policy Plan (LUPP): The LUPP identifies the subject property as part of the “North Allowable Growth Area.” The Ames Urban Fringe Plan Map identifies this property as “Urban Residential.” (See *Attachment B.*)

If annexed into the City, the Land Use Policy Plan (LUPP) will automatically designate the property as within the Village/Suburban Residential land use designation. This would allow for a rezoning request to one of the floating zones. The "floating" zone concept provides flexibility in determining the style and layout of residential development in newly annexed areas of the city. However, upon annexation, the land would be automatically zoned as “A” (Agricultural) until such time that rezoning is approved by the City Council.

Infrastructure: City water main has been constructed in the street right-of-way for Hyde Avenue adjacent to the proposed annexation to serve any existing and/or future houses. Sanitary sewer main exists in Ada Hayden Park to the east of the subject property, and extension would be necessary to serve any houses on the parcel proposed for annexation. This property’s use of these utilities will require payment of connection feeds.

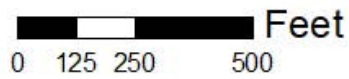
Any new parcels/lots that are created through further subdividing of ‘Parcel E’ would be served by the City of Ames public water mains, and not Xenia Rural Water.

ATTACHMENT A: LOCATION MAP

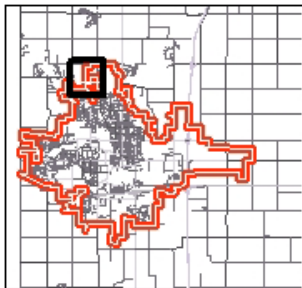
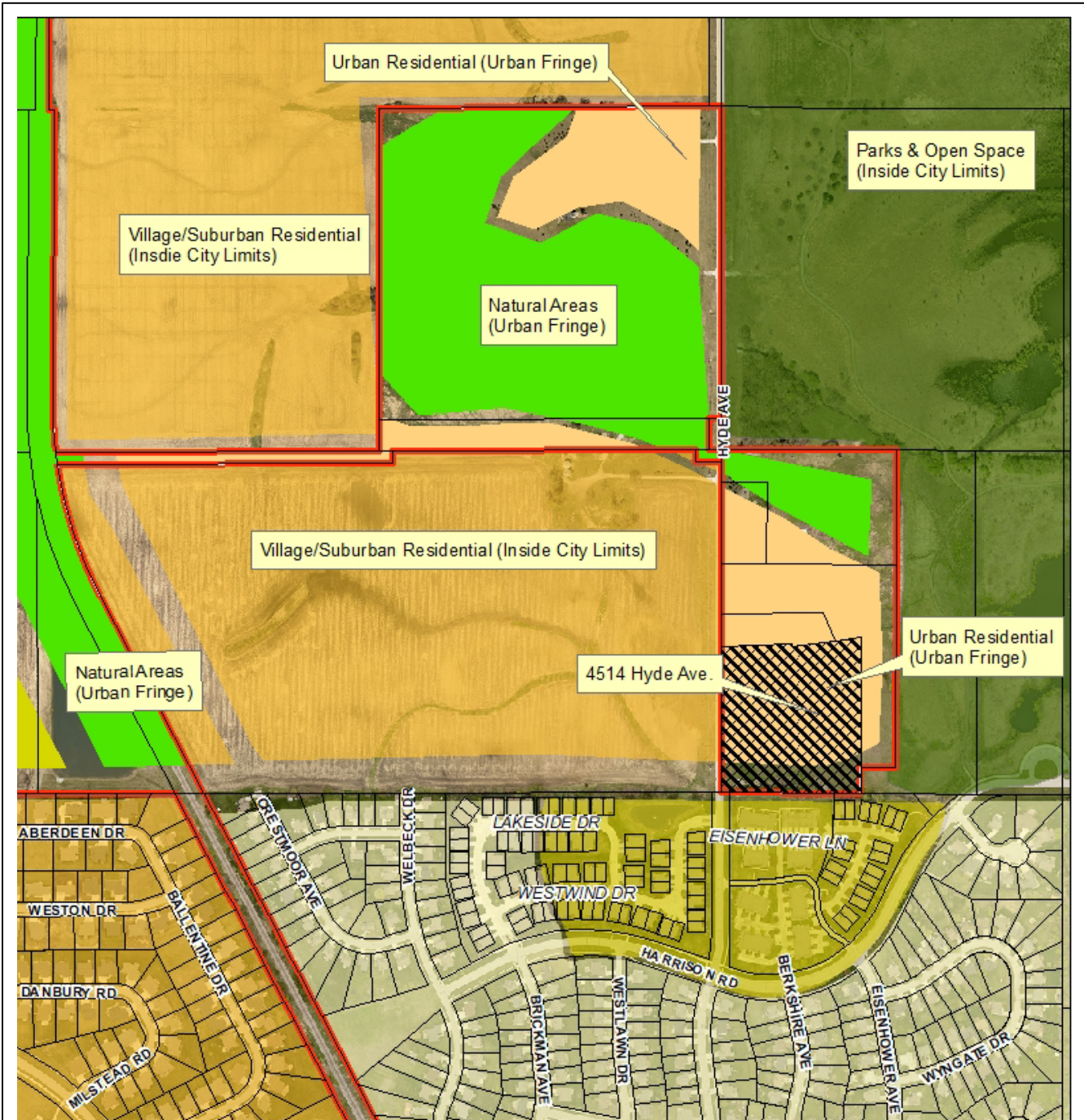


Location Map

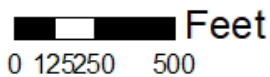
4514 Hyde Avenue Annexation



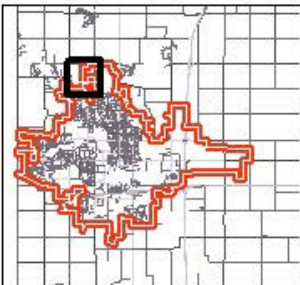
ATTACHMENT B: AMES URBAN FRINGE PLAN MAP [EXCERPT]



**Ames Urban Fringe Plan
4514 Hyde Avenue (Parcel E)**



ATTACHMENT C: PROPERTY OWNERS



Property Owners

4514 Hyde Avenue Annexation

0 125 250 500 Feet

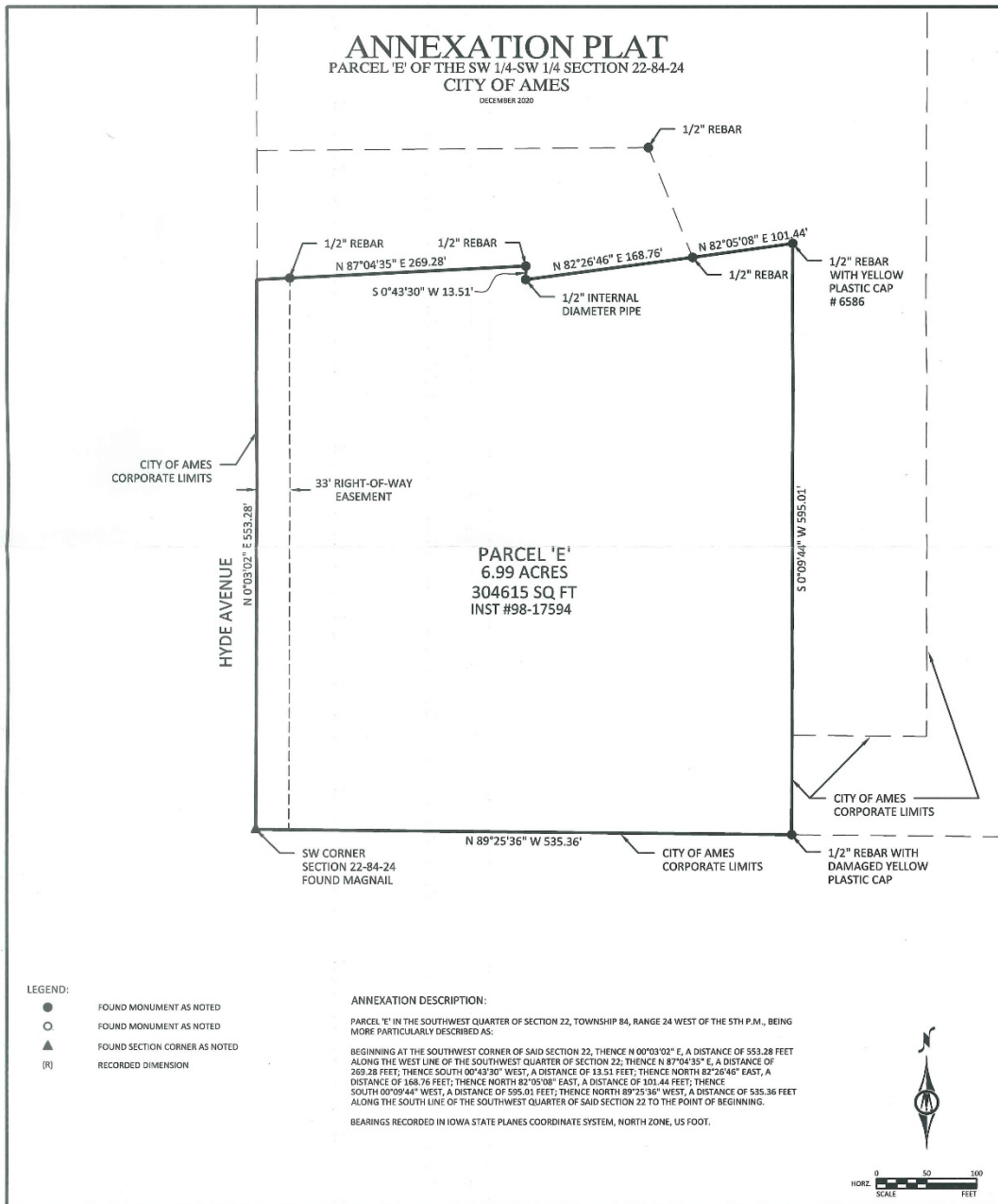


ATTACHMENT D: ANNEXATION PLAT

INDEX LEGEND	
LOCATION	PARCEL 'E' SOUTHWEST QUARTER SECTION 22, T-84-N, R-24-W STORY COUNTY, IOWA
REQUESTOR:	HUNZIKER DEVELOPMENT GROUP
PROPRIETOR:	HUNZIKER DEVELOPER GROUP
SURVEYOR:	EUGENE R. DREYER, P.L.S. #17535
SURVEYOR COMPANY:	BOLTON & MENK, INC.
RETURN TO:	EUGENE R. DREYER, BOLTON & MENK, INC. 1519 BALTIMORE DRIVE, AMES, IA ZIP (515)-233-3100

RECEIVED
DEC 09 2020
CITY OF AMES IA
DEPT. OF PLANNING AND HOUSING

FOR RECORDER USE ONLY



- LEGEND:
- FOUND MONUMENT AS NOTED
 - FOUND MONUMENT AS NOTED
 - ▲ FOUND SECTION CORNER AS NOTED
 - (R) RECORDED DIMENSION

ANNEXATION DESCRIPTION:

PARCEL 'E' IN THE SOUTHWEST QUARTER OF SECTION 22, TOWNSHIP 84, RANGE 24 WEST OF THE 5TH P.M., BEING MORE PARTICULARLY DESCRIBED AS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID SECTION 22, THENCE N 00°03'02" E, A DISTANCE OF 553.28 FEET ALONG THE WEST LINE OF THE SOUTHWEST QUARTER OF SECTION 22; THENCE N 87°04'35" E, A DISTANCE OF 269.28 FEET; THENCE SOUTH 00°43'30" WEST, A DISTANCE OF 13.51 FEET; THENCE NORTH 82°26'46" EAST, A DISTANCE OF 168.76 FEET; THENCE NORTH 82°05'08" EAST, A DISTANCE OF 101.44 FEET; THENCE SOUTH 00°09'44" WEST, A DISTANCE OF 595.01 FEET; THENCE NORTH 89°25'36" WEST, A DISTANCE OF 535.36 FEET ALONG THE SOUTH LINE OF THE SOUTHWEST QUARTER OF SAID SECTION 22 TO THE POINT OF BEGINNING.

BEARINGS RECORDED IN IOWA STATE PLANES COORDINATE SYSTEM, NORTH ZONE, US FOOT.



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

EUGENE DREYER
P.L.S. #17535
C.S.A.
DATE: 12/8/20
REG. NO. 17535
MY LICENSE RENEWAL DATE IS: 12/31/2020

PAGES OR SHEETS COVERED BY THIS SEAL:
THIS SHEET



ANNEXATION PLAT

PARCEL 'E' OF THE SW 1/4-SW 1/4 SECTION 22-84-24, STORY COUNTY, IOWA.

1519 BALTIMORE DRIVE
AMES, IOWA 50010
(515) 233-6100

SHEET
1
OF
1

H:\BOLTON&MENK\2020\CAIRY\CAIRY\MK_1218R_ANNEXATION PLAT.DWG 12/8/2020 4:35 PM

JOB NUMBER: 043 12 1820

COUNCIL ACTION FORM

SUBJECT: REQUESTS FROM AMES MAIN STREET FOR JANUARY DOLLAR DAYS

BACKGROUND:

Ames Main Street (AMS) is planning to host its annual dollar days from Thursday, February 4 through Sunday, February 7. To facilitate this event, AMS is requesting a waiver of parking fees and enforcement in the Downtown on Saturday, February 6. Fulfilling this request and providing free parking for 613 metered parking spaces yields a loss of \$1,379.25 to the Parking Fund. Funds from the Local Option Sales Tax Fund were appropriated by the City Council in the FY 2020/21 City Budget to reimburse the Parking Fund for this event.

In addition, AMS requests a blanket Temporary Obstruction Permit and blanket Vending License for February 6, and a waiver of the Vending License fee (\$50 loss to City Clerk's Office). The requests are detailed in the attached letter.

ALTERNATIVES:

1. Approve the requests from Ames Main Street for Saturday, February 6, as outlined above, including a transfer of \$1,379.25 from the Local Option Sales Tax Fund to the Parking Fund, and a waiver of the fee for a blanket Vending License.
2. Do not approve the request.

CITY MANAGER'S RECOMMENDED ACTION:

Ames Main Street sidewalk sales have been successful in bringing shoppers to the Downtown area. Sufficient funding was appropriated by the City Council in the Budget to reimburse the Parking Fund for the lost revenue for the free parking request.

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



December 28, 2020

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

Dear Mayor Haila and Members of the Ames City Council,

Ames Main Street is planning to hold the annual Downtown Dollar Days shopping event from February 4-7, 2021.

Specific information about the event can be found on the included Special Event Application. We would also request a waiver of fees for the Blanket Vendor Permit. In addition, we would also request a waiver of fees for free parking of city meters throughout Downtown on Saturday, February 6, 2021.

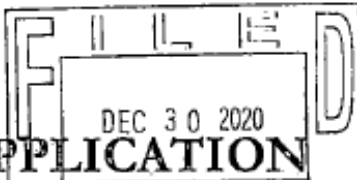
By bringing residents to Downtown Ames for attractions such as this, Ames Main Street is able to fulfill its mission as a Main Street Iowa community and create an economically vibrant downtown with unique living, dining, and entertainment experiences.

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

Sincerely,

A handwritten signature in blue ink that reads "John Hall". The signature is written in a cursive style with a large initial 'J' and 'H'.

John Hall
Executive Director
Ames Main Street



SPECIAL EVENT APPLICATION

Applications received less than thirty (30) days before the event may not be processed by the City in time for the event and will automatically be denied. Each application is viewed as a new event regardless of previous occasions.

Event Name Downtown Dollar Days

Location/Address Main Street

Region (Select one or more)

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

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

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

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

TIMELINE

Setup Date [] Time [] M T W R F Sa Su
 Event Starts Date 02/04/2021 Time 8:00 AM M T W R F Sa Su

Detailed Description of Event Activities (written overview of event and what's going to happen)

Downtown Dollar Days is an annual sale held in Downtown Ames. The event will be held February 4th through February 7th and merchants will host sales and special deals in their stores. The purpose of the sale is to attract people to Downtown Ames and it promotes shopping local in the stores of Downtown Ames. On Saturday, February 6th we would like shoppers to have free parking in all of Downtown Ames.

Event Ends Date 02/07/2021 Time 8:00 PM M T W R F Sa Su
 Teardown Complete Date [] Time [] M T W R F Sa Su

Event Category

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

Rain Date [] Rain Location []

Yes No
 Is this an annual event? If yes, how many years? []

For Office Use Only

Documents Received

Date: 12-30-20

- Completed Application
- Fireworks Application (\$25 fee)
- Insurance Certificate
- Public Safety & Event Management Plan
- Site Plan/Route Map (\$25 fee)
- Vendor List (\$50 fee/each requested)

Parking fees waive for 2-6-21

Special Events Meeting

Date []

Time []

Room []

Documents Sent:

- Alcohol License ABD
- Fireworks Permit
- Road Race Permit TOP
- Vending Permit
- Other []

Departments Included

- City Manager: Brian Phillips and Tachell Kerr
- Cyllide: Jenny Bethurem or Rob Holm or Kevin Gries
- Electric: Mark Imhoff
- Fire: Jason Ziph or Rich Higgins
- Parks & Rec: Craig Kaufman or Joshua Thompson
- Public Works: Brad Becker or Dave Cole
- Police: Jason Tuttle or Geoff Huff
- Water: Heidi Petersen
- Risk Management: Bill Walton

CAA: Karen Chitty
 AMS: Jess Clyde or Sarah Dvorsky
 ISU: Events Authorization Committee

City Council Meeting

Date Jan 12, 2021

Added to Agenda with CAF
Approved Y N

Reminder Date []

CONTACTS

Sponsor/Applicant Name

Address

City State Zip Code

Daytime Phone Cell Phone

E-mail

Alternate Contact Name

Daytime Phone Cell Phone

E-mail

ATTENDANCE

Anticipated Daily Attendance

Yes No

Is this event open to the public?

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

ORGANIZATION STATUS/PROCEEDS

- For-Profit
- Bona Fide Tax Exempt
- Nonprofit

Yes No

Are patron admission, entry, or participant fees required? If yes, please describe and provide amounts:

Are vendor or other fees required? If yes, please provide amounts:

Percentage of net proceeds going towards fundraising %

Percentage of net proceeds going towards for-profit entity %

SECURITY

Ames Police Department 24 hour non-emergency phone number: 515-239-5133

Please complete the course at <https://www.crowdmanagers.com/training> for crowd management training.

Yes No

Have you hired a professional security company to develop and manage your event's security plan? If yes, please fill out the following information:

Security Organization

Address

City State Zip Phone

Email

COUNCIL ACTION FORM

SUBJECT: SETTING DATE OF PUBLIC HEARING FOR AN AMENDED LOAN AND DISBURSEMENT AGREEMENT FOR CITY HALL PARKING LOT RECONSTRUCTION (SRF SPONSORED PROJECT)

BACKGROUND:

On October 19, 2018, City of Ames entered into a State Revolving Fund Clean Water Loan Agreement in a principal amount not to exceed \$5,700,000; the loan also includes interest payments totaling \$375,000. This loan provided funding for the annual Sanitary Sewer System Improvements Program for rehabilitation/reconstruction of deficient sanitary sewers and deteriorated manholes at various locations throughout the city. The City's Capital Improvement Plan for this program included State Revolving Fund (SRF) Clean Water funding to make improvements through three projects; Sanitary Sewer Rehabilitation (Manhole Rehabilitation – Basin 1 & 5), Sanitary Sewer Rehabilitation (Flood Prone Manholes), and Sanitary Sewer Rehabilitation (Pipe Lining). **The SRF loan program allows for the interest scheduled to be paid on sewer loans to be granted back to the loan originator (the City) to fund stormwater quality improvement projects; these are referred to as "sponsored projects".**

The City of Ames is amending the existing loan agreement to allow the interest due for the sewer SRF loan to be granted back to the City to fund the City Hall Parking Lot Reconstruction as a sponsored project in the amount \$375,000. Because this project has been completed and the City Council has approved final acceptance, the \$375,000 will serve as a reimbursement into the Stormwater Utility Fund.

The City can now enter into an amended loan and disbursement agreement to restate the principal amount of the loan from \$5,700,000 to \$6,075,000. This new amount is equal to the original \$5,700,000 loan principal plus the \$375,000 sponsored project grant that will be repaid to the City. Repayment of the loan has been budgeted from sanitary sewer utility revenues and will not change from the original loan repayment schedule. A public hearing is required to set date on entering into an amended loan and disbursement agreement.

ALTERNATIVES:

1. Resolution to set January 26, 2021 as the date for public hearing on a proposal to enter into an amended State Revolving Fund Sewer Revenue Loan and Disbursement Agreement in a principal amount not to exceed \$6,075,000.
2. The City Council can delay the hearing on the loan agreement.

MANAGER'S RECOMMENDED ACTION:

Setting the date of public hearing will ensure that City staff can proceed with authorizing the SRF Sponsored project loan amendment providing the City with a return of the interest due on the loan. **Therefore, it is the recommendation of the City Manager that the City Council approve Alternative No. 1, as described above.**

COUNCIL ACTION FORM

SUBJECT: STORY COUNTY 911 SERVICE BOARD REPRESENTATION

BACKGROUND:

The Story County 911 Service Board (Board) supports 911 emergency communications services in Ames and throughout Story County. The Board receives, administers, and disperses the 911 surcharge that is levied on all wireline and wireless phones. The Board provides support to Ames by subsidizing a variety of emergency response costs including telephone trunk lines, radio tower fees, and the purchase of emergency communications equipment in the Communications Center.

The City has two voting members on the Board representing: 1) the City as a whole, and 2) the Chief of Police (as the director of the communications center). Each voting member has a designated alternate. The current members are:

For the City of Ames:

Member – Tom Hackett, Fire Department Deputy Chief

Alternate – Doug Allen, Fire Department Deputy Chief

For the Chief of Police:

Member – Geoff Huff, Interim Chief of Police

Alternate – Doug Houghton, Police Department Support Services Manager

Doug Houghton retired from the City effective April 3, 2020. Aaron DeLashmutt has been hired as the new Police Support Services Manager, and staff recommends appointing him as the alternate member to the Board.

ALTERNATIVES:

1. Approve the appointment of Aaron DeLashmutt as the Chief of Police alternate to the Story County 911 Service Board, replacing Doug Houghton.
2. Do not approve the appointment and direct staff to identify another appointee.

CITY MANAGER'S RECOMMENDED ACTION:

The Story County 911 Service Board continues to provide professional and financial resources to the City to support emergency response activities. It is important to maintain representation on this Board.

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

COUNCIL ACTION FORM

**SUBJECT: EMERGENCY SERVICES EMOTIONAL SUPPORT PROGRAM
MEMORANDUM OF UNDERSTANDING**

BACKGROUND:

Police officers and firefighters experience traumatic incidents from time to time in the course of their duties. In addition, these individuals frequently work with members of the public who have undergone a traumatic experience (e.g., crime victims and family members). Outside professionals who are regularly on call can provide emotional support to police officers, firefighters, and members of the public who have experienced a traumatic incident. Utilizing a single provider for these services can help build relationships with officers and firefighters, which results in improved emotional support during times of need.

Historically, the Police Department has partnered with a member of the local religious community to provide support services. That person has moved away from the area and the Police Department has been unable to find a replacement. The Police Department was approached by the Central Iowa Emergency Services Chaplaincy (CIESC) to provide support services for Police and Fire Department needs.

CIESC is a non-profit organization which recruits and screens experienced applicants to serve emergency response organizations in Story and Marshall Counties. Chaplains provided through the agency must have professional training and experience in counseling in emergency, high stress, and family situations. Chaplains also undergo a screening process, attend periodic training, and are required to be able to communicate in a variety of circumstances and to diverse cultures.

CIESC requires that participating chaplains provide services without regard to race, gender, sexual orientation, national origin, creed, or religion. In addition, the services are provided without being subject to proselytizing and at no cost to the City.

A memorandum of understanding has been prepared to formalize the expectations regarding the services provided, roles, and responsibilities.

ALTERNATIVES:

1. Approve the attached Memorandum of Understanding with Central Iowa Emergency Services Chaplaincy.

2. Do not approve a Memorandum of Understanding with Central Iowa Emergency Services Chaplaincy.

CITY MANAGER'S RECOMMENDED ACTION:

Professional support services for City staff and members of the public can help address traumatic experiences. CIESC is willing to facilitate these services and has trained individuals capable of providing them when the need arises.

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

**MEMORANDUM OF UNDERSTANDING
EMERGENCY SERVICES EMOTIONAL SUPPORT PROGRAM**

**CITY OF AMES FIRE AND POLICE DEPARTMENTS
AND
CENTRAL IOWA EMERGENCY SERVICES CHAPLAINCY**

We do hereby agree that it is mutually beneficial to all parties for CENTRAL IOWA EMERGENCY SERVICE CHAPLAINCY (hereinafter CIESC) to assign one or more volunteers to assist police and fire personnel (hereinafter personnel). It is understood by all parties that CIESC volunteers are not employees of the City of Ames. The purpose of this document is to facilitate a clear understanding of the roles, duties, and responsibilities of the parties under the Emergency Services Emotional Support Program. This Memorandum of Understanding (MOU) is being set forth on this _____ day of _____, 2021.

MISSION STATEMENT – VOLUNTEER EMOTIONAL SUPPORT STAFF

Through supportive involvement and presence with emergency responders, CIESC volunteers will assist with emotional support of personnel and community members.

**CITY OF AMES FIRE AND POLICE DEPARTMENTS
EMERGENCY SERVICES EMOTIONAL SUPPORT PROGRAM**

PROGRAM OBJECTIVES

- Encourage personnel to remain emotionally healthy
- Respond to personal issues of personnel with support and referral, if requested
- Assist with death notifications
- Assist with emotional support of families and personnel at suicide and murder incidents
- Assist with emotional support at fatal or serious injury accidents and fires
- Serious incident counseling/debriefing
- Assist with emotional support during major community disasters
- Comfort victims and families
- Assist personnel in areas of stress management, ethics, and family life
- Assist in public ceremonies, funerals, retirements and promotions
- Support personnel, their families and those they serve by supporting them emotionally, physically and if requested, spiritually
- Connecting personnel and community members to desired religious/faith resource
- Serve as a liaison with other religious and faith leaders in the community
- Partner with other emotional support services such as the Mental Health Advocate, Violent Crime Advocate, Peer Support Team, and/or EAP.

OPERATIONS

CIESC volunteers are available at variable hours. CIESC volunteers, while not always available, are expected to make some effort to build relationships with personnel and be available for emergency callout.

The Police and Fire Departments will work with individual volunteers to create mechanisms and opportunities for informal interaction between department personnel and CIESC volunteers. Occasional formal introductions or presentations may be requested.

Call handling and information sharing: Through their assistance under this agreement, CIESC volunteers may gain access to confidential or private information. The volunteers are not to provide confidential or private information to parties outside the departments unless it is in the form of a referral or assistance with personal services.

CIESC volunteers assist the police and fire departments, personnel of each department, and the public. As such, CIESC volunteers should take guidance from each department's command structure and follow appropriate direction. Operational concerns may be reported to a supervisor or the appropriate Chief.

CIESC volunteers will operate within the scope of their assignment and responsibility at all times. Clarification of these roles may be addressed with any police or fire supervisor.

CIESC volunteers will be provided with building access as needed.

Travel in personal vehicles is the responsibility of the CIESC volunteer. CIESC volunteers will maintain auto liability insurance and adhere to all traffic regulations when involved in their volunteer activities.

CIESC will provide insurance that covers the scope of CIESC volunteer activities engaged in under this agreement. CIESC will maintain liability insurance for automobile use and social service practitioner coverage of all CIESC volunteers placed with the City of Ames. CIESC will provide the City of Ames with a certificate of insurance showing said coverage.

CIESC volunteers will maintain automobile liability coverage on their personal automobile and health care coverage of some kind.

The City will not provide either personal injury coverage or health insurance for CIESC volunteers.

SELECTION

Volunteers will be screened by CIESC prior to review by each department. Candidates for department level volunteers may be interviewed by department personnel as part of the selection process. A background evaluation will be conducted by the Ames Police Department in consultation with the Ames Fire Department.

The continuing volunteer relationship should be reevaluated by all parties on an annual basis. While this may not be a formal meeting, it is understood that the circumstances of the volunteer may change and at some point, they may elect to not continue these duties. CIESC or the departments may also discontinue relationship with the volunteer at any time.

EFFECTIVE DATE

This Memorandum of Understanding is effective January 1, 2021, and shall remain in effect through January 1, 2026, unless renewed by agreement of both parties or terminated as provided herein.

TERMINATION OF AGREEMENT

Either party may terminate this agreement upon thirty (30) days written notice to the other party.

NOTICE

All notices under this Agreement shall be in writing. Notices 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 electronic mail, when the recipient acknowledges having received the electronic mail. Notices shall be sent to the other parties at the addresses set forth below. Any party may change its address by giving notice in writing thereof to the other parties.

Ames Police Department:
Geoff Huff
515 Clark St., Ames, IA 50010
geoff.huff@cityofames.org

Ames Fire Department:
Rich Higgins
1300 Burnett Ave., Ames, IA 50010
rich.higgins@cityofames.org

Central Iowa Emergency Services Chaplaincy:
Ron Matthews
P.O. Box 2301, Ames, IA 50010

This Agreement may be amended at any time by mutual agreement of the parties. No modification of this Agreement shall be valid or binding unless the modification is in writing, duly dated and signed by both parties.

Executed this ____ day of _____, 2021.

CENTRAL IOWA EMERGENCY SERVICES CHAPLAINCY

By: _____
BOARD CHAIRPERSON

AMES POLICE DEPARTMENT

By: _____
CHIEF OF POLICE

AMES FIRE DEPARTMENT

By: _____
FIRE CHIEF

COUNCIL ACTION FORM

**SUBJECT: 2020/21 SHARED USE PATH SYSTEM EXPANSION – VET MED TRAIL
(S. 16TH STREET TO S. GRAND AVENUE)**

BACKGROUND:

This program provides for construction of shared use paths along streets and through greenbelts. The Long-Range Transportation Plan (LRTP) identifies those paths that separate bicycle traffic from higher-speed automobile traffic. **This project will pave the existing granular Vet Med Trail from S. 16th Street to S. Grand Avenue.**

This contract involves the design of the project. Elements include at least one public informational meeting, easement acquisition services for the 1225 S. 16th Street (rear) property, and design of the shared use path. Services will include a base survey, evaluation of construction technique, area drainage analysis, preparation of plans and specifications, notification and coordination with Iowa DOT, Iowa State University, adjacent property owners, and contractors of nearby construction projects, and attendance at a pre-construction meeting. Also included will be plan development and all required submittals to meet Iowa DOT letting requirements, with an anticipated Summer/Fall 2021 letting for construction in 2021-22, coordinated with S Grand work.

Proposals for this work were received from eight engineering firms and were evaluated according to the following criteria: Project Understanding, Design Team, Previous Experience, Ability to Perform Work, and Estimated Contract Cost. Listed below is the ranking information based on this evaluation:

Engineering Firm	Overall Rank	Estimated Fee
Bolton & Menk, Inc.	1	\$46,138
WHKS & Co.	2	\$46,275
Shive-Hattery, Inc.	3	\$46,000
MSA Professional Services, Inc.	4	\$58,000
Snyder & Associates	5	\$67,000
Clapsaddle-Garber Associates, Inc.	6	\$48,000

Given the above rankings, staff has negotiated a contract with the highest ranked firm, Bolton & Menk, Inc., of Ames, Iowa.

This project is shown in the 2020-21 Capital Improvements Plan with funding in the amount of \$461,000 from Local Option Sales Tax, and \$159,000 from MPO/STP funds, **bringing the total project budget for administration, engineering and construction to \$620,000.**

ALTERNATIVES:

1. Approve the engineering services agreement for the 2020/21 Shared Use Path System Expansion – Vet Med Trail (S. 16th Street to S. Grand Avenue) project with Bolton & Menk, Inc., of Ames, Iowa, in an amount not to exceed \$46,138.
2. Direct staff to negotiate an engineering agreement with another consulting firm.

MANAGER'S RECOMMENDED ACTION:

Based on staff's evaluation using the above criteria, Bolton & Menk, Inc. will provide the best value to the City in designing this project.

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

COUNCIL ACTION FORM

SUBJECT: AWARD OF CONTRACT FOR DIVERSITY AND INCLUSION TRAINING

BACKGROUND:

The City staff is committed to promoting diversity and creating an environment of inclusion for City employees. To assist in accomplishing these goals, a Request for Proposals (RFP) was issued for a firm to provide foundational Diversity and Inclusion training for **all** city employees in a short period of time. Through a separate contract, staff will seek additional Diversity and Inclusion training expertise specifically for Police Department employees.

The goals of conducting this training are that all employees should achieve a common language and knowledge of diversity and inclusion, gain greater understanding and awareness of diversity and inclusion, how their behavior can impact co-workers and how this fits into working in a municipal environment. Employees will be aware of resources for continuing knowledge and City policies, procedures, and values to support this.

On September 28, 2020, an RFP was issued for training services. Requested services included: Diversity and Inclusion training for 1215 employees, considering different types of training for different levels in the organization, executive leadership, management, front-line employees and seasonal temporary staff.

The RFP was issued to 29 firms and two bid services. Responses were received from ten firms. An evaluation committee, consisting of representatives from the Human Resources Department and the City's Diversity and Inclusion Team, reviewed the proposals. Each proposal was evaluated based on a combination of services provided, cost of services, references, and the availability to complete the training by June 30, 2021. The maximum possible score, combining all evaluators, was 4,000. **The initial scores were:**

Firm	Score	Rank	Fee Proposal
Robinson & Associates, Boise, ID	3070	1	\$87,500 *
Schabel Solutions, Urbandale, IA	2982	2	\$164,025 *
Tarath, LLC, Loxley, AL	2805	3	\$75,000 *
Inclusive Cultural University, West Des Moines, IA	2712	4	\$129,500
Fundamental Advisory, Austin, TX	2432	5	\$105,119
Freeman Means Business LLC, South San Francisco, CA	2310	6	\$75,000
CTR Factor, Wesley Chapel, FL	2307	7	\$194,250 *
Benson Group, Louisville, KY	2254	8	\$149,270
Go Culture, Tyler, TX	1305	9	Non-Responsive
G-Cube, Noida, India	880	10	Non-Responsive

*plus travel expenses

The top four firms were invited in for an interview. **The scores based on the interview, with a maximum possible of 3500, are shown below.**

Firm	Score	Rank	Fee Proposal
Tarath, LLC, Cape Loxley, AL	2730	1	\$75,000 *
Inclusive Cultural University, West Des Moines, IA	2575	2	\$129,500
Schabel Solutions, Urbandale, IA	2425	3	\$164,025 *
Robinson & Associates, Boise, ID	2265	4	87,500 *

*plus travel expenses

Based on a unanimous decision by the evaluation committee following the interviews, the evaluation committee recommends Tarath, LLC (Tarath), Loxley, AL as the top candidate. Overall, Tarath is recommended based on the expertise and success of its diversity and inclusion training solution. Additionally, Tarath has strong references and has demonstrated success in training programs in organizations with similar goals and employee populations to the City, in both the public and private sectors.

Funds for the services in this proposed contract will be paid from the City’s training budget. The approved FY 2020/21 budget is \$25,000, and an additional \$25,000 will be included in the Manager’s recommended FY 2021/22 budget for these services. Since Tarath’s initial fee proposal exceeds the available budget, staff negotiated with Tarath to lower the number of hours per session per employee and condense the schedule into two full weeks of training instead of spreading the sessions over 6 months, which reduced travel expenses significantly. The training will be offered one week in FY 2020/21 and one week in FY 2021/22.

ALTERNATIVES:

1. Award a contract to Tarath, LLC, Loxley, AL for Diversity and Inclusion Training Solution for \$50,000, which includes travel expenses.
2. Direct staff to negotiate a contract Diversity and Inclusion Training Solution with one of the other firms that submitted a proposal to the City.
3. Do not award a contract for the Diversity and Inclusion Training Solution.

CITY MANAGER’S RECOMMENDED ACTION:

Tarath, LLC has a strong record of providing Diversity and Inclusion training to city governments as well as demonstrated success in the private sector. Utilizing Tarath’s services will strengthen the City’s training program and help to meet the City’s goals for a diverse and inclusive workplace.

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

OITEM # 11
DATE: 01-12-21

COUNCIL ACTION FORM

SUBJECT: CITY ACCESS CONTROL SYSTEM

BACKGROUND:

City Hall, all three Fire Stations, and the Power Plant currently have their access to the building exterior and interior doors controlled with physical keys. To improve security and convenience for users, a project has been planned to transition to an access control system. **This access control system will use cards and electronic readers instead of physical keys. The electronic system will provide automatic locking/unlocking of doors, alarms for unauthorized propping of doors, tracking after-hours access, and the ability to remotely control card access. Public groups using City Hall conference rooms after hours will also be able to receive cards programmed for access at specific dates and times, improving customer service.**

A consulting firm was hired to review options and develop plans and specifications for the project. Due to the increased availability of wireless options, City Hall will be a combination of hard-wired and wireless systems. This will maintain the look of City Hall and reduce costs. The Fire Stations and Power Plant will be predominantly hard-wired systems. The Power Plant will also install access control at gates to areas surrounding the plant.

This system will allow for other City buildings to add access control in the future with minimal additional costs. The system was also specified to work with the City's existing security video system, which will allow for monitoring of both video and door access using the same software.

The consulting firm developed plans and specifications with estimated construction in the amount of \$395,500 for City Hall and the Fire Stations and \$327,500 for the Power Plant. Engineering costs are estimated at \$56,475. Funding is available in the amount of \$300,000 that was identified previously in onetime savings from the General Fund, \$39,000 from Local Option Sales Tax that was identified for the Fire Stations, \$84,738 from City Hall Improvements, \$200,000 from the 2020/21 CIP for Electric and \$155,737 in available Electric carryover funds.

ALTERNATIVES:

1. Approve the plans and specifications for the City Access Control System project and establish February 10, 2021, as the bid due date with February 23, 2021, as the date for report of bids.

2. Do not approve this project.

CITY MANAGER'S RECOMMENDED ACTION:

By approving these plans and specifications City Hall, the Fire Stations, and the Power Plant will gain much needed security and building access improvements. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.

COUNCIL ACTION FORM

SUBJECT: WATER TREATMENT PLANT LIME POND UNDERDRAIN IMPROVEMENTS

BACKGROUND:

The Water Treatment Plant is a lime softening plant. Lime residuals from the water softening process are stored and dewatered in large storage ponds. The material is removed annually and recycled by applying it to farm fields as an agricultural liming agent. The cost of the annual removal is based on the weight of the lime as removed including any remaining water. For FY 2020/21, the cost for lime removal is budgeted at \$381,900.

In 1997, a project was undertaken to the three oldest ponds to improve the dewatering and thus reduce the cost of disposal. Over time, these improvements have been damaged due to the excavation of lime from the cells and are no longer operating as intended.

This project will consist of installing two additional underdrains down the mid-line of one pond. These drains aid in the dewatering process. Staff plans to monitor the water content and removal costs after this project is completed to confirm that dewatering has improved. If improvement is not realized, we won't proceed with repairing the other two ponds.

The total estimated construction project cost is \$110,000. The work was designed in-house, so there are no engineering fees. This project was included in the 2020/2021 Lime Lagoon Improvements CIP Project in the amount of \$125,000.

ALTERNATIVES:

1. Approve the preliminary plans and specifications for the Water Treatment Plant Lime Pond Underdrain Improvements Project, and issue a Notice to Bidders setting February 10, 2021, as the bid due date and February 23, 2021, as the date of public hearing.
2. Do not approve plans and specifications and a notice to bidders at this time.

CITY MANAGER'S RECOMMENDED ACTION:

The lime pond underdrains are critical to the lime sludge dewatering process. Replacing the damaged underdrain and adding additional underdrains will improve the overall dewatering of the lime sludge. These drainage improvements are anticipated to result in cost savings associated with annual removal and hauling cost.

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

COUNCIL ACTION FORM

SUBJECT: AWARD OF CONTRACT FOR LADDER TRUCK REPLACEMENT

BACKGROUND:

Fire apparatus are essential for structural firefighting. With excellent maintenance, front line fire apparatus are able to ideally be used for a maximum of 15 years. After that time, the City's goal is to place the apparatus into reserve status for an additional 10-15 years. The City maintains one front line ladder truck, Truck 3, which is nearing 20 years of age. Currently housed at Station #3, Truck 3 is the City's only aerial firefighting apparatus and is due for replacement as identified in the City's Capital Improvement Plan. The Capital Improvement Plan shows \$1,250,000 available for the replacement of the ladder truck.

In February 2020, City staff issued a Request for Information to prospective ladder truck vendors. Responses were received from six vendors. Staff evaluated each vendor based on several factors including safety, operational costs, service, and references. Costs of the units were not included in the evaluation. Staff identified two vendors that could meet the needs of the department and would provide the best apparatus at the best cost for the City: Pierce and Rosenbauer.

On July 14, 2020, the City Council waived the City's formal bidding procedures and authorized staff to negotiate the best value for the purchase of a ladder truck with these two vendors or through a cooperative purchasing group such as Sourcewell or Houston-Galveston.

After approval from City Council, staff began the negotiation process with both Pierce and Rosenbauer. A Truck Replacement Team was formed with representatives from Fleet Services and firefighters from a variety of ranks. The team met over several months on multiple occasions, reviewing proposals and negotiating the best value for the City. Final negotiated offers were received as follows:

	Reliant Fire Apparatus, Inc. (Pierce)	Heiman Fire Equipment (Rosenbauer)
DELIVERED PRICE	\$1,173,456	\$1,207,339
LESS PRE-PAYMENT DISCOUNT	(20,631)	(22,387)
NET PRICE	\$1,152,825	\$1,184,952

The net price for each ladder truck does not include all outfitting costs, such as firehose, extrication equipment, fans and other tools and equipment used at an emergency scene. Outfitting costs are estimated at \$70,000 and were built into cost estimates within the City's Capital Improvement Plan.

REFURBISH TRUCK 3 FOR RESERVE STATUS:

Once the replacement ladder truck is received, the existing Truck 3 will be refurbished and used as a reserve unit. An amount of \$125,000 has been programmed in the Capital Improvement Plan for the refurbishment. Refurbishing work will include corrosion removal and repair, replacement of ladder cables and pulleys, electrical system overhaul, new pump packing, hydraulic cylinder rebuild, and testing and certification of both the ladder and pump. This work will be awarded through a separate contract from the new ladder truck acquisition.

Refurbishing the existing truck and retaining it as a reserve unit will mitigate the need for assistance from neighboring communities for unit stand-by when the primary ladder truck is out of service. Additionally, it will provide the City with two fully equipped and capable ladder trucks that can provide elevated rescue and water application at large scale emergencies.

ALTERNATIVES:

1. Award a contract to Reliant Fire Apparatus, Inc. (Pierce) for the purchase of a new ladder truck at a cost of \$1,152,825.
2. Award a contract to Heiman Fire Equipment (Rosenbauer) for the purchase of a new ladder truck at a cost of \$1,184,952.
3. Reject both offers and direct staff to seek other options for acquiring a new ladder truck.

CITY MANAGER'S RECOMMENDATION:

The proposed contract with Reliant Fire Apparatus, Inc. for a Pierce ladder truck will provide an acceptable replacement front line ladder truck. Their truck will be built around the needs of the Ames Fire Department and delivery is estimated in approximately 13 months. The new truck will provide capabilities that meet or exceed those of the existing ladder truck, including a working platform from which multiple firefighters can work, increased ladder load capacities, and a larger 2,000 gallon per minute water pump. In addition, the proposed price and additional outfitting costs are within the approved budget for this project. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, as described above.



MEMO

To: Mayor and Members of the City Council

From: City Clerk's Office

Date: January 12, 2021

Subject: Contract and Bond Approval

There is/are no Council Action Form(s) for Item No(s). 14, and 15. Council approval of the contract and bond for this/these project(s) is simply fulfilling a *State Code* requirement.

/alc



MEMO

Item No. 16

To: Mayor and Members of the City Council

From: City Clerk's Office

Date: January 12, 2021

**Subject: Approving New Performance Bond and Returning Original Bond
Pertaining to Maintenance Services Contract for the Power Plant**

On August 18, 2020, City Council awarded a contract to Anderson Process & Instrumentation Solutions, LLC, of Marshalltown, Iowa, in an amount not to exceed \$125,000 for hourly rates and unit prices bid. The Performance Bond in the amount of \$125,000 was filed with the City Clerk's Office and approved by Council on August 25, 2020.

Subsequently, Change Order No. 1 was approved on December 8, 2020, in the amount of \$443,889.50, which necessitated an updated Performance Bond. API Solutions was not able to get an updated bond from its original bonding company; therefore, purchased a new bond for the total amount of the contract and the Change Order from a different bonding company. The replacement bond includes the original contract amount of \$125,000 and Change Order No. 1 amount of \$443,889.50 for a total of \$568,889.50, as required by State Code and City Purchasing Policy.

The action being requested of the City Council is to approve the new bond in the combined total of the contract and the Change Order from the different bonding company and to authorize the City Clerk to return the original bond in the amount of \$125,000.

KS/drv



Smart Choice

Public Works Department

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

January 8, 2021

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

RE: Sunset Ridge 10th Addition Financial Security Reduction #1

Mayor and Council Members:

I hereby certify that portions of sanitary sewer, storm sewer, water system, curb and gutter, asphalt base pavement, and required as a condition for approval of the final plat of **Sunset Ridge 10th Addition** have been completed in an acceptable manner by **Ames Trenching and Manatt's**. The above-mentioned improvements have been inspected by the Engineering Division of the Public Works Department of the City of Ames, Iowa, and found to meet City specifications and 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 **\$106,936.50**. The remaining work covered by this financial security includes installation of the remaining street trees, street lights, asphalt surface pavement, public sidewalk and ramps, manhole adjustments, and COSESCO (erosion control).

Sincerely,

A handwritten signature in blue ink that reads 'John C. Joiner'.

John C. Joiner, P.E.
Director

JJ/tp

cc: Finance, Planning & Housing, Subdivision file

Description		Unit	Quantity
Division 2	Earthwork		
2.1	Excavation and Embankment	CY	56,087
2.2	Subgrade Preparation	SY	5,449
2.3	Curb Backfill	LF	2,900
2.4	Temporary Granular Surfacing	TON	110
MOB	Mobilization	LS	1
Division 4	Sewers and Drains		
4.1	Sanitary Sewer Gravity Main, Trenched, 8"	LF	969
4.2	Sanitary Sewer Service Stub, 4"	EA	21
4.3	Footing Drain Collector, Case D, Type 2, 8"	LF	301
4.4	Footing Drain Cleanout	EA	4
4.5	Sump Service Stub, 1.5"	EA	21
4.6	Storm Sewer, Trenched, RCP Class III, 15"	LF	706
4.7	Storm Sewer, Trenched, RCP Class III, 18"	LF	180
4.8	Storm Sewer, Trenched, RCP Class III, 21"	LF	165
4.9	Storm Sewer, Trenched, RCP Class III, 24"	LF	371
4.1	Pipe Apron, RCP, 24"	EA	2
Division 5	Water Mains and Appurtenances		
5.1	Water Main, Trenched, 8"	LF	1,698
5.2	Fitting, M.J. Cross, 8"	EA	2
5.3	Fitting, M.J. 22.5 Degree Bend, 8"	EA	12
5.4	Fitting, M.J. Sleeve, 8"	EA	2
5.5	Water Service Stub, 1"	EA	21
5.6	Valve, M.J. Gate, 8"	EA	10
5.7	Fire Hydrant Assembly (includes 8"x8"x6" M.J. Tee, 6" M.J. Gate Valve, 6" Pipe, and Hydrant)	EA	3
5.8	Temporary Fire Hydrant Assembly (includes 8"x6" M.J. Reducer, 6" Pipe, and Hydrant)	EA	2
5.9	Fire Hydrant Relocation (Temporary to Temporary)	EA	2
Division 6	Structures for Sanitary and Storm Sewers		
6.1	Sanitary Manhole, SW-301, 48"	EA	3
6.2	Storm Manhole, SW-401, 48"	EA	1
6.3	Single Grate Intake, SW-501	EA	6
6.4	Single Grate Intake, with Manhole SW-503	EA	6
6.5	Double Grate Intake, SW-505	EA	1
6.6	Double Grate Intake, with Manhole SW-506	EA	1
6.7	Single Grate Intake, with Flush-top Manhole SW-504	EA	1
Division 7	Streets and Related Work		
7.1	PCC Curb and Gutter, 30"	LF	2,900
7.2	Pavement, HMA Base, 6"	SY	2,527
7.3	Pavement, HMA Base, 7.5"	SY	1,472

COUNCIL ACTION FORM

SUBJECT: 2019/20 MULTI-MODAL ROADWAY IMPROVEMENTS (30TH STREET & DUFF AVENUE RESTRIPIING)

BACKGROUND:

Multi-modal transportation refers to the various modes used by Ames residents to travel throughout the community. This annual program is aimed at improving the roadway to create a safer interaction between modes through enhancing crossing visibility at intersections, bike detection, and on-street facilities (e.g. bike lanes, sharrows). **This project restriped 30th Street and Duff Avenue from Hoover Avenue to 16th Street for the addition of bike lanes.**

On May 12, 2020, City Council awarded the project to Iowa Plains Signing of Slater, Iowa in the amount of \$244,105.80. One change order was administratively approved by staff in the amount of \$14,227.20 to reflect final measured quantities, **bringing the final construction cost to \$258,333.**

Revenues and expenses for this project are shown below:

Activity/Expenses	Expenses	Revenues
Engineering & Administration	\$35,000	
Construction	\$258,333	
Detection System	\$18,455	
Road Use Tax		\$350,000
TOTAL	\$311,788	\$350,000

ALTERNATIVES:

1. Accept the 2019/20 Multi-Modal Roadway Improvements (30th Street & Duff Avenue Restriping) project as completed by Iowa Plains Signing of Slater, Iowa in the amount of \$258,333.
2. Direct staff to pursue modification to the project.

MANAGER'S RECOMMENDED ACTION:

The project has now been completed in accordance with the approved plans and specifications. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.

COUNCIL ACTION FORM

**SUBJECT: FUEL FORWARDING PUMP HOUSE FIRE PROTECTION UPGRADE -
CONTRACT COMPLETION FOR WALDINGER CORPORATION**

BACKGROUND

On March 10, 2020, City Council awarded a contract to Waldinger Corporation of Des Moines, Iowa in the amount of \$129,071 to upgrade of the fire protection system at the City of Ames Combustion Turbine (CT) site located on Pullman Avenue. There have been no change orders to this contract. The engineer's estimate to upgrade the CT fuel forwarding building fire protection system was \$149,000.

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

ALTERNATIVES:

1. Accept completion of the contract with Waldinger Corporation of Des Moines, Iowa for the Fuel Forwarding Pump House Fire Protection Upgrade and release the 5% retainage being held per the contract terms and conditions.
2. Delay acceptance of this project.

CITY MANAGER'S RECOMMENDED ACTION:

The contractor for the Fuel Forwarding Pump House Fire Protection Upgrade has completed the work under the contract, and the City is obligated to make the final payment to the vendor.

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



To: Mayor and City Council
From: Brian Phillips, Assistant City Manager
Date: December 18, 2020
Subject: Update Regarding Small Arts Grant Program

At the December 8, 2020 City Council meeting, the City Council directed staff to provide a report outlining what the Public Art Commission is doing with the Small Arts Grant Program.

BACKGROUND:

This program was first outlined at the February 11, 2020, Budget Wrap-Up Meeting. The City Council's only motion recorded in the meeting minutes relating to the program was to include funding for it in the City Budget:

“Moved by Betcher, seconded by Beatty-Hansen, to add the Small Art Grant Pilot program for \$10,000 to the FY 2019/20 Adjusted Budget.”

According to the minutes, individual Council Members did express their personal thoughts regarding the concept, but the Council as a whole provided no further specific parameters for the use of the funds:

“Mr. Schainker stated that if this passes, the money would come out of the Council Contingency Fund. Staff had carried forward \$118,000 and the Council had obligated most of that balance, but there is \$38,471 still available, and as of July 1, 2020 another \$50,000 would be added to the Fund. He noted that if the Council was unable to accomplish the Small Art Grant Pilot program for the next fiscal year then the amount could be carried forward. Council Member Beatty-Hansen mentioned that the program would meet the Council's value of making Ames fun and vibrant. Ms. Betcher stated it is designed to support individual artists as opposed to art organizations that are covered by COTA. She recommended leaving the guidelines to the Public Art Commission to decide in the future.

Council Member Gartin explained that as much as he loves the idea of the program, he thinks it is going to be difficult on principle, and felt more money should be going to Auditorium relief. He was also apprehensive about the criteria.

Roll Call Vote: 5-1. Voting Aye: Beatty-Hansen, Betcher, Junck, Corrieri, Martin. Voting Nay: Gartin. Motion declared carried.”

STATUS:

The Public Art Commission (PAC) and Commission on the Arts (COTA) each designated representatives to discuss potential uses for the funds. After discussion, the leading candidate for the use of the funds is an initiative proposed by the Octagon Center for the Arts, called the Third Floor Initiative. **It is important to note that PAC has not yet made a formal recommendation to proceed and intends to bring any proposal for the use of the funds to the City Council for approval.**

The Octagon’s proposal is to convert space on the third floor of its facility, which is currently underutilized, into co-working studio spaces and private studio spaces for artists, including tools, equipment, recording space, meeting space, office equipment, and other amenities for users. A document outlining the initial proposal is attached.

NEXT STEPS:

The Public Art Commission is continuing to evaluate the proposal and consider alternatives before bringing a recommendation to the City Council. This evaluation has been occurring since summer. No further action by the Council is required to proceed. However, if the City Council is not satisfied with the direction or efforts of the Public Art Commission, the City Council could direct the Public Art Commission to discontinue work on this initiative and provide different direction regarding the Council’s wishes.

Attachment

BUILDING A STRONGER COMMUNITY

THIRD FLOOR INITIATIVE

“A community is a group of people who share things in common, who work together towards a common purpose which they care about and who care deeply about each other. Creating the conditions for such a community to emerge should be a goal of any organization.”

-- David Gurteen, writer

Octagon Center for the Arts

427 Douglas Ave.
Ames, IA 50010

www.octagonarts.org

Hard & Soft
July 20 to Sept 17 | Third Floor
Artworks by AJ Zandi

Play of a
May 11 to July 21 | Third Floor
Artworks by AJ Zandi

Surface Wear
May 11 to July 21 | Third Floor
Artworks by AJ Zandi

Twenty Years
May 25 to August 17 | Third Floor
Artworks by April Katz & Bruce
Expanded (S) Printmaking Community

OCTAGON
CENTER FOR THE ARTS

50
1966-2016

HEROIC
INK

HEROIC
INK
TATTOO AND
PIERCING

OCTAGON
GALLERY SHOP

417

Please enter through Gallery

7&C

7&C

WHO WE ARE

The Octagon Center for the Arts is a non-profit community art center in the heart of downtown Ames, Iowa. A cornerstone of the cultural scene in Ames since 1966, the Octagon a 501(c)(3) non-profit organization funded in part through memberships, donations, and grants, including the City of Ames Commission on the Arts (COTA) and the Iowa Arts Council.

Communities (real communities) matter. We yearn to belong, to feel connected. We need each other to manage our everyday lives and to chase our dreams. In the face of continuing pandemic conditions and societal unrest, community is more important ever – yet, it seems more difficult to grow.

It is time to rethink everything, to take a good close look at “what we’ve always done”. This is a time for clarity, innovation, creativity, and inclusion. This is a time to think about what we have to offer, what we can do for our community, and, even, how we can change the world. We want to listen, build, and chase some dreams.



Inaugural Business of Art Conference, Octagon Main Gallery, 2019



Working at the pottery wheel

At the Octagon, our community includes:

- fulltime and parttime artists across Iowa and the Midwest
- those who wish to buy or to experience art
- students of all ages and skill-levels who enjoy the process of making
- folks who are passionate about the value of art and culture in a city
- our business and residential neighbors in downtown Ames.

Hard work has already begun on inclusion, diversity, and equity in our organization; it is our goal to create a “longer table”, so that all feel truly welcome at the Octagon.

WHAT OUR COMMUNITY NEEDS

In 2018, we sent a questionnaire to a large pool of artists that applied to show their work at the Octagon over the years. Last year, we invited independent artists to the Octagon for a focus group. We asked questions, listened to ideas, and discussed what artists in Ames need to thrive. The artists in both cases (questionnaire respondents and focus group participants) were consistent on several key points:

- **Exhibit space is very important.**The artists love to show their work in the Octagon's beautiful street-level Community Gallery. Conversely, the Octagon's largest gallery (Main Gallery) is not well liked due to its overly large space, high ceilings, relatively poor lighting, and third floor location. The space feels like a rental venue, rather than a gallery. Despite the Octagon's efforts to promote it, the public is often unaware of the third floor.
- **The Octagon has the potential to impact the community by fostering emerging artists as entrepreneurs via studio space and education.** Artists emphasized the need for space to work and connect with each other and potential customers.

In the time since these conversations, Ames has lost studio space due to the closure of ISU's Design on Main. Design on Main was a gallery space and studio space for College of Design graduate students and closed for financial reasons.

The loss of Design on Main is part of a troubling pattern. Ames has lost other spaces for creative work, such as DG's, The Space, Zeke's, and La Boheme (venues for music, theater, and/or spoken word). Ames has become more dependent on the Iowa State University for cultural events and venues, but ISU is not immune to budgetary cuts. The future of CY Stephens Auditorium appears to be in question. Other arts and culture organizations are in danger with the lasting effects of the pandemic.

Yet, data tells us that arts and culture impact quality of life:

“Arts and culture help fuel our state's economy – it's that simple. Economic impact studies have proven time and time again that there's an inextricable link between the creative industries in a community and that community's economic development, job recruitment, and tourism... National and statewide research confirms the importance of the arts to economic development and revitalization. In 2010, Gallup and the Knight Foundation found 'empirical evidence that the drivers that create emotional bonds between people and their community are consistent in virtually every city and can be reduced to just a few categories. Interestingly, the usual suspects – jobs, the economy and safety – are not among the top drivers. Rather, people consistently give higher ratings for elements that relate directly to their daily quality of life. The arts are in the top five drivers attracting people to communities.”

(Source: <https://www.mysanantonio.com/opinion/commentary/article/The-arts-and-culture-affect-community-s-quality-4407124.php>)



THE SOLUTION: CREATIVE PLACEMAKING



“It’s always been ‘cool’ to have a charming, vibrant downtown. Now it’s necessary. That’s because a place attracts talent and talent attracts investment. This trend has been rising for a while, but the pandemic has underscored its validity. More and more, people can work from anywhere. Increasingly they will choose where they want to live, regardless of where their employer is located—and the communities that give them what they want will be the winners.”

(Source: <https://www.strongtowns.org/journal/2020/5/8/why-now-is-the-time-to-get-intentional-about-placemaking>)



Creative Placemaking recognizes the value of arts and culture in creating a vibrant place where people want to live, work, and visit. In creative placemaking, diverse partners work together to reshape a place and build a real community.

(Source: <https://www.americansforthearts.org/sites/default/files/ROW-Creative-Placemaking-handout.doc.pdf>)



WHAT WE CAN OFFER



Mission: The Octagon Staff and Board spent a year crafting a new mission statement and strategic plan. This new plan underscores the desire to: 1) support artists, especially emerging artists; 2) engage with a more diverse and inclusive pool of artists; 3) create a space that invites and welcomes all in the Ames community.

Programming: We have long demonstrated a strong commitment to serving and supporting artists and, in 2018, we took it a step further. We partnered with the Ames Community Arts Council to create the Business of Art Conference. This annual conference is meant to fill a gap often found in formally trained and self-taught creatives by providing a place to learn entrepreneurial skills and connect with each other. We have also offered free workshops to assist artists in applying for exhibitions, photographing artwork, and writing artist statements.

Space: The Octagon third floor (Main Gallery, Sweeney Gallery, Reading Room, kitchen, bathrooms, and closets) is underutilized. The large space has not been able to contribute significant revenue to the organization. Due to building layout, the use of the third floor as gallery space has necessitated extra staff, but it has not seen high traffic. Additionally, artists do not feel their work is enhanced by showing in Main Gallery.

How could this large space better support the work of local artists and support our mission? We envision a large co-working space, coupled with smaller private studio and artist residency spaces. With relatively minimal financial investment, we could offer artists a place to work, gather, exhibit, and grow their businesses. The space could include needed amenities such as a kitchen, a meeting room, and spaces for product photography, mat cutting, recording (for podcasting or virtual teaching), WIFI, a printer, lockers for storage, and use of specialized studios (clay studio, print studio).

Community Engagement Emerging Artist in Residence: One studio would be dedicated to hosting an emerging artist who focuses on community engagement as an artist in residence. A community engagement artist in residence (CEAIR) uses the Octagon as a catalyst to enrich their personal practice by creating great art. In turn, the artist uses and shares their art with the community around them to ask questions and to foster a sense of togetherness. The Octagon would host a CEAIR for a period of six months at a time, provide the artist with the space to do their work, help the artist with promotion of their work on the Octagon platform, and provide a stipend of \$3,000.

THE DETAILS

Co-Working Space for Creatives (Main Gallery)

Available for up to 6 creatives during pandemic and up to 20 creatives after the pandemic

General Fees (contracts available by semester/summer session):+

- January-May (5 months) \$150
- June-July (2 months) \$60
- August-December (5 months) \$150

Additional Fees for Use of Ceramics or Printmaking Studio:+

- January-May (5 months) \$50
- June-July (2 months) \$20
- August-December (5 months) \$50

Amenities

- Use of Co-Working Space for "clean work" (Main Gallery)
- Cleaning area (Mop sink, utility sinks, ventilation cleaning table)
- Kitchenette (Fridge, kitchen sink, microwave, coffee maker)
- Lighting studio (Basic photography lighting equipment, tripod, backdrops, projector)*
- Small meeting room (For client meetings, virtual meetings, phone meetings)*
- Virtual recording space (Recording equipment, tripods)*
- Framing area (Mat cutter, Framing stapler, extra blades, hammer, pliers, microfiber rags, glass/plexi cleaner and rags), Tools available for checkout
- Gallery pin-up space (Hallway, Small Wall Gallery)
- Art book library and loungeStorage (For tools, paper, canvasses, etc.)
- Wifi internet
- Printer
- Cleaning for the bathroom, vacuuming
- Opportunity to participate in Octagon Gallery Nights

Access:

- Monday-Friday, 10:00am - 5:00 pm
- Open Studio Nights, Wednesday and Friday, 5:00 - 9:00 pm
- Open Studio, Sunday, 12:00 - 6:00 pm

+Fees are subject to adjustment as more data about costs are collected.

*by reservation

Private Studios for Creatives (Sweeney Gallery)

Available for up to 4 individuals. One of the four studios would be dedicated to the Artist in Residence.

General Fees (contracts available by semester/summer session):+

- January-May (5 months) \$625
- June-July (2 months) \$250
- August-December (5 months) \$625

Additional Fees for Use of Ceramics or Printmaking Studio: +

- January-May (5 months) \$50
- June-July (2 months) \$20
- August-December (5 months) \$50

Amenities

- Private studio space (Sweeney Gallery)
- Cleaning area (Mop sink, utility sinks, ventilation cleaning table)
- Kitchenette (Fridge, kitchen sink, microwave, coffee maker)
- Lighting studio (Basic photography lighting equipment, tripod, backdrops, projector)*
- Small meeting room (For client meetings, virtual meetings, phone meetings)*
- Virtual recording space (Recording equipment, tripods)*
- Framing area (Mat cutter, Framing stapler, extra blades, hammer, pliers, microfiber rags, glass/plexi cleaner and rags), Tools available for checkout
- Gallery pin-up space (Hallway, Small Wall Gallery)
- Art book library and lounge Storage (For tools, paper, canvasses, etc.)
- Wifi internet
- Printer
- Cleaning for the bathroom, vacuuming
- Opportunity to participate in Octagon Gallery Nights

Access:

- Personal studio, 24/7 access
- Studio Space, Monday-Friday, 10:00am - 5:00 pm
- Open Studio Nights, Wednesday and Friday, 5:00 - 9:00 pm
- Open Studio, Sunday, 12:00 - 6:00 pm

ARTIST IN RESIDENCE -- COMMUNITY ENGAGEMENT

- 6 month residencies available by application
- AIR compensation: private studio and a stipend of \$500 per month
- AIR responsibilities: community engagement activities/events as agreed upon

+Fees are subject to adjustment as more data about costs are collected.

*by reservation

NEEDED RENOVATION/CHANGE	ESTIMATED COST	ESTIMATED TIMELINE
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Artist in Residence Initial Stipend	\$3000	January 2021
Artist in Residence Studio Space	Renovation is not necessary	

<p>Convert current 2 small bathrooms to one accessible bathroom</p> <ul style="list-style-type: none"> • Plumbing, water and return pipes • Plaster/drywall repair • Framing • Flooring • New door and frame, accessible size, door hardware • Fixtures, sanitary napkin box, toilet paper holders, grab bars, mirror, hand dryer, Infant changing table • Lighting • False ceiling 	\$8000	1st priority: Jan. - April 2021
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<p>Renovate kitchen & create cleaning room</p> <ul style="list-style-type: none"> • Plumbing • Framing • Flooring • Lighting • 2- Utility sinks • Mop sink • Ventilation • Cabinetry • Fixtures, coffee maker 	To be determined	2nd priority: May - August 2021
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<p>Renovate Main Gallery to create co-working space</p> <ul style="list-style-type: none"> • Add a lockable door at the bottom of the mezzanine • Add electrical outlets • Update lighting • Improve WiFi, add hardwired internet area 	To be determined	3rd priority: Sept- Dec 2021
<p>Renovate Sweeney Gallery to create private studios</p> <ul style="list-style-type: none"> • Add electrical outlets • Update lighting • Framing 		<p>If sufficient funds can be raised, renovation can be started sooner. It would be ideal to complete renovation by Aug 2021 and ready for use for the Fall semester.</p>

NEEDED RENOVATION/CHANGE

ESTIMATED COST

ESTIMATED TIMELINE

Studio Equipment Needs

To be determined

4th Priority: 2022

Ceramics Studio

- Kiln room
 1. Ventilation
 2. Electrical work
 3. Framing, drywall (fireproofing)
- Pug machine

Printmaking Studio

- Ink slab areas
- Ventilation area, hood
- Cabinetry
- Tables, chairs
- Rollers, Large brayers, barens
- Drying racks
- Other types of printmaking

THE IMPACT

Sustainability: Some progress on the Third Floor Initiative can be completed almost immediately, such as hiring the community engagement artist in residence. Grants, donations, and sponsorships will be needed to finance the renovations. The stepped approach will allow us to make progress in a manageable way.

Converting the space would result in loss of rental revenue (venue rental), however, the space is not being used at this time due to COVID. By carefully adding a limited number of people to the space, we hope to add over \$2000 to the budget. In the future, the third floor co-working and private studio spaces could host up to 30 artists. The goal is to make the spaces affordable to students and other emerging artists (those who need it most) and to cover all Octagon expenses. We will need to adjust fees as we collect more data in order to keep the project financially sustainable.

Another aspect of sustainability is the ability to maintain excitement and investment in the organization. Empty rooms do not engage the public -- vibrancy comes with a busy space. We believe that the re-imagined space will reinvigorate all of our programming and increase our relevancy to the Ames community.

Our Vision for the Future: By creating this inclusive vibrant space based on the input of artists, the Octagon is poised to impact the whole downtown. More artists downtown could translate into more activity – more people in coffee shops and businesses, more people attending downtown events, and more people actively creating the downtown they want. We imagine active partnerships with other nearby cultural organizations, like the Ames History Center and the Ames Public Library; retail businesses; and residents. We imagine a lively space that draws people in, a space where people feel they belong and want to stay, a real community.



Contact Information:

Kristen Greteman: exhibits@octagonarts.org

Rhonda Scott: info@octagonarts.org

Heather Johnson: director@octagonarts.org

January 5, 2021

TO: Whom it may concern
REGARDING: Octagon Center for the Arts Third Floor Proposal

I have been active in the arts in Ames since my return to my hometown in 1978. **Ames has a very rich creative life.** You can be in the audience OR you can be the singer, actor, musician, writer, poet, dancer, gardener, historian, artist... and more by participating in local arts organizations.

Despite this activity, it is my opinion that this busy creative life exists largely **under the radar** for most people. Activities are dispersed throughout the community in spaces wherever they can be found.

The project proposed by the Octagon would be a strong step toward bringing this creativity **to the forefront** by creating a critical mass where **energy feeds energy**. We have seen this principle work **miracles** at the ISU Research Park. With its many other attributes, Ames could *also* be known as **an arts mecca!**

What benefit would an emerging artist co-working space on the Octagon's third floor have for the community of Ames?

We have a clue already here in Ames at C.A.S.A. (Creative Artist Studios of Ames) where studio space for professional artists is at a premium with most spaces **continuously rented** since the enterprise was launched. Encouraging younger creatives with affordable space is a way of giving them a chance to become established and a way to keep them in Ames.

Exciting examples exist nearby in Des Moines, Omaha and Cedar Rapids from which much can be learned.

In **Des Moines**, Mainframe Studios in a repurposed building have garnered overwhelming support – to the degree that there is talk of needing an additional building. The 90 artists hosted a monthly open house (pre-Covid) that became a hotly attended event. See what they are doing at <https://mainframestudios.org>

Omaha also has a substantial artist studio complex, Hot Shops, in a large old factory. While they focus on glass blowing, metal foundry, metal forging and ceramics – the building houses a host of additional artists using “non-hot” materials. See them at <https://www.hotshopsartcenter.com>

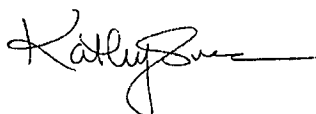
And in **Cedar Rapids**, the Cherry Building in the “New Bo” Czech Village neighborhood features a “creative environment with small businesses, non-profits and artist studios.” See what they are about at <http://www.thorlandcompany.com/commercialproperties/thecherrybuilding.html>

The idea presented by the Octagon staff is not an unproven one. Many cities are reaping the benefits of investing in arts facilities that have created a ripple effect of new businesses, housing and events.

I am attaching a portion of an article that appeared in the Des Moines Register on January 3, 2021. It showcased Steve Zumbach and his efforts to create stable support for arts organizations in Des Moines – all to create an enticing city that appeals to people of all ages looking for an interesting place to live. Those efforts have **truly** borne fruit!

Please strongly consider the Octagon's request!

Sincerely,



Kathy Svec, Ames

Artist; formerly the ISU Memorial Union's art programs manager; former member of Ames Community Arts Council Board, Ames Historical Society Board, Ames Public Art Commission, public art selection committees at ISU

Focus on amenities is 'a game-changer'

article
about Steve
Zumbach
1/3/21

Leading the Partnership board in 2003, Zumbach urged the region to look at economic development in a new way. Economist Richard Florida had written the "Rise of the Creative Class," arguing that talented knowledge workers choose where they live based on the recreational and cultural amenities, rather than job opportunities.

Zumbach said Florida's ideas shifted the group's focus from using incentives to retain or attract businesses to building an attractive community. "If you're going to do well in a technology-driven economy, you're going to have to have a place where people want to live," he said.

The Des Moines metro lacked the ocean, mountains and mild year-round temperatures that many workers want, Zumbach said, but it did have a strong cultural and arts community. Those groups, however, were seeing their budgets being cut.

"We needed an independent source of money," Zumbach said, and economic development leaders asked local governments to agree to shift part of the existing local hotel-motel tax to provide it.

"He put together that agreement by going city by city, talking with mayors, city managers and councils about the importance of creating Bravo," said Jay Byers, CEO of the Greater Des Moines

Partnership.

Zumbach and other supporters gained local governments' approval to use \$2 of every \$7 raised through the hotel-motel tax to support regional arts and culture groups. "It's been a game-changer for us," Byers said. "Arts and culture are a huge driver in keeping and attracting talent."

"Over the last decade, we've outperformed larger metros - Kansas City, Omaha, St. Louis, Milwaukee, Chicago, Minneapolis-St. Paul - in terms of the percentage of population growth, and I think this area's strong investment in arts and culture has been a big part of that," he said.

Bravo Greater Des Moines gave arts groups a stable source of funding, said Jeff Chelesvig, CEO of Des Moines Performing Arts, the nonprofit group whose operations include the Des Moines Civic Center.

"It really allowed organizations to grow," Chelesvig said, adding that his group's funding also comes from private donations and ticket sales. Before the COVID-19 pandemic mostly stopped live events, Des Moines Performing Arts annually provided performances for 50,000 Iowa schoolchildren, among other initiatives. It still reaches 10,000 students through virtual classes and curriculum.

Zumbach said metro area city and county leaders deserve credit for investing in long-term initiatives such as Bravo when residents were asking tough questions about their ability to fill potholes and keep city street lights on.

"It took a lot of courage," he said.



To the review committee:

As founding President of Creative Artists' Studios of Ames, and as a former Board President for the Octagon, I am very aware of the needs of our community for space for artists to work and collaborate, and also of the opportunity provided by the large building that houses the Octagon Center for the Arts.

During my term as President of the Board for the Octagon Center for the Arts, I travelled around Iowa and Minnesota visiting art centers. It became obvious that the Octagon was supporting more exhibit space than any other organization with the same activity level and budget, and much more than any organization that did not have facilities for a permanent collection.

In addition, Ames is special because it has Iowa State University that provides additional opportunities to see and experience all forms of art. What the University does not provide, but the Octagon does, is opportunity for people to participate in art: taking classes, making art, building skills in art, and developing towards a career in art. One facility that provided some of what is needed has recently closed – Design on Main – creating an even greater need for co-working art space and studios.

Creative Artists' Studios of Ames (CASA) provides space for artists, and this has been very successful – it is operating at nearly 100% capacity even now 8 months into COVID19. What the Octagon proposes is something that will complement CASA's strengths, and thus not only increase the quantity of space available but also provide space that is different in what it can offer. It will serve a different demographic, with an emphasis on emerging artists in contrast with CASA's blend of early and mid-career, second career, and amateur artists of all ages.



Lee Anne Willson
University Professor Emerita, Iowa State University
Founding President, Creative Artists' Studios of Ames

I never truly realized how impactful and motivating it is to be part of a supportive and connected community until I met the incredibly caring, helpful, and encouraging staff at The Octagon Center for the Arts.

I'd consider myself an emerging artist whose relatively new to the Ames art community. I had my first introduction to The Octagon when I was selected to showcase in their annual art festival. It was the first time that I was participating in a show of that size. Even though it was pouring down rain, people still faithfully came out with their umbrellas to support their local artists. Many of them shared with me that it is a yearly family tradition. The connections that I made there went on to recommend and invite me to other community events in Ames and beyond.

After the murder of George Floyd left the world shocked, outraged, and in some cases fearful for themselves and their loved ones, I was left in a state of deep sadness and frustration at how so much hate for another person based on prejudice and race was continuing to divide and stir up such deep seated emotions around the world. The Octagon felt moved to reach the community, local businesses, and give local BIPOC artists a voice and outlet to heal and process current events through their "Outrage to Change" event. It connected local artists with Downtown Ames businesses where they could show their art in the shop windows. I found it comforting that the staff of the staff of The Octagon were both disturbed and were moved to action. This simple act spoke volumes as it showed me that they truly cared.

I've attended their artist meet-up meeting and their Art Walk events. I also attended their "Business of Art Conference" for the first time and learned a ton of immediately useful and practical business education from peers in our community and beyond. I met even more of their incredible staff and connected with other artists and art supporters (i.e. Art Curators and Gallery Directors, etc.). I've had conversations about what it takes to sell my art in their store and even about other art related events and shows that I could apply to throughout the year.

It has been a year since I showcased my art in the Octagon Art Festival. I have felt so much love and support and have developed genuine relationships with several members of the Octagon staff. Without the work that they do in the community I truly believe that I would not have had the vast opportunities to experience and interact with such a rich art community and local businesses, bring in revenue to fuel my art and cover my art materials, and to learn and grow in my skillsets as an artist.

When I found out that The Octagon is looking to create co-working and private studios for creatives, I couldn't have felt more joy and elation for each of the future artists that they will guide, nurture, and help to grow and develop. I've personal seen how this type of experience comes together at Mainframe Studios in Des Moines and how it creates a truly magical environment in the community. Creative spaces breath life into communities. It gives artists a place to experiment and create among other creatives. For the community it gives individuals a place to unwind and experience art, find inspiration, and see the creative side of life. A place where artists, art supportors or enthusiasts can mix and mingle.

This year I'll be joining "The Business of Art Conference", but this time I'll be one of the speakers. It'll be another first time experience for me and I know that the staff of the Octagon will be right alongside me cheering me on and encouraging my development. I look forward to this new venture that they are looking to create and all that it will do for our community and local businesses.

Sincerely,

Juliana Jones
Owner and Creator of Jewel Starz Light and Shadow Creations
JewelStarz.com

Cotter/Orazem Letter:

We fully support the Octagon's renovation plan for engaging more on-site artists via individual and shared studio space.

Particularly exciting is the Artist in Residence program, which will bring the creative process "alive" for an audience. The program will invite people to move beyond viewing art to experiencing art as it unfolds. This has been one of our favorite aspects of the Octagon's Art Festival and Art Walk.

Providing recording and lighting spaces ties in well with the Octagon's emphasis on the business of the arts, especially as more commerce moves online.

We see a positive value to the community in providing a space where artists create because: it encourages interaction between artist and spectator/buyer; artists with rented space can advocate for Octagon programs in their social circles; and it can encourage more "buying local" in the post-pandemic retail environment.

Patti Cotter

Cell +1- 515-708-0212



Smart Choice

November 13, 2020

To Whom It May Concern:

It is with great enthusiasm that I write in support of the Octagon Center for the Arts Third Floor Initiative. The organization has been a major force in the Ames community since 1966 and the impact it has on our community is positively immense. From artists of all skill levels to people like myself who simply enjoy the talents of others, the Octagon Center in downtown Ames is truly a treasure for the Ames, Story County, and beyond.

The Ames Chamber of Commerce can clearly see the positive impact. The arts, and in particular organizations like the Octagon, provide direct economic benefit to our community. From the annual festival to the numerous programs that bring people downtown the direct benefit that this organization provides is incredible.

Couple all of that with the fact that the Octagon Center for the Arts is also a catalyst for art and beautification around the community. Three unique murals have popped up around Downtown Ames in the last few months with more in the planning phases at this time. I credit the culture that the Octagon has created in our community for this sort of positive occurrence.

As I close, I hope that you will invest in the Octagon's proposal to create affordable studio spaces for artists. When we invest in our community's cultural amenities it creates such incredible vibrancy. Artists are entrepreneurs, and studio spaces serve as incubators and/or co-working spaces. More young and emerging artists may decide to remain in Ames after graduation if there is a place for them to be creative. The more artists that decide to work in downtown Ames the more opportunity to create more vibrant cultural events, exhibitions, and programming for our community, thereby increasing quality of life in Ames.

Thank you for your anticipated consideration!

Sincerely,

A handwritten signature in black ink that reads 'Daniel A. Culhane'.

Daniel A. Culhane, CCE CEcD
President & CEO
Ames Chamber of Commerce

IOWA STATE UNIVERSITY

Department of Art and Visual
Culture
College of Design
Ames, Iowa 50011-3091
515 294-6743
FAX 515 294-2725
<http://www.design.iastate.edu>

October 28, 2020

Dear Commissioners,

It is with great pleasure and excitement that I write this letter of support for the Octagon Center for the Arts. Since 1966, the Octagon has demonstrated its commitment to our Ames' community and our artists. The annual Octagon Arts Festival attracts, on average, 92 artists from 11 states to showcase and sell their work. Each year, the Octagon hosts exhibitions of nationally recognized artists, as well as provides space for Ames area high school students to exhibit their artwork. The Octagon offers classes and workshops for children of all ages, as well as co-host the successful Business of Art Conference that has benefitted artists from across Iowa. In the wake of George Floyd's murder, the Octagon has demonstrated their commitment to inclusivity and social justice through their *Outrage to Change* community exhibition and programming.

It is only fitting that as the needs of our community change, our community anchors also change to meet those needs. Pre-pandemic, the Octagon spent time and effort inviting Ames' artists and creatives to share their opinions about how the Octagon can best support our community. Over and over, one need kept rising to the top – affordable studio space. Ames currently competes with both Mainframe Studios and the Fitch Building in Des Moines, both of which provide studios to several Iowa State art faculty and alum. This is a lost opportunity in our community, particularly since we have a nationally recognized College of Design on Iowa State's campus. With the closure of ISU Design on Main, downtown Ames lost the presence of graduate studios in both art and graphic design, and the energy that those students provided Ames Main Street. As it stands now, Reliable Street and CASA (Creative Artists' Studios of Ames) are the only affordable studio spaces in Ames that also provide artists with a sense of community. Both are located in west Ames, and both are nearly at capacity.

As an artist, the Community Arts Specialist for ISU Extension and Outreach, and an assistant professor of art & visual culture in the College of Design, I know firsthand the necessity and power of art for community betterment and economic development. In their 2018 financial report, the National Endowment for the Arts reported that for each dollar awarded by the NEA in direct grants to arts nonprofits leverages up to nine dollars in private and other public funds. In other words, artists create nine dollars from every one dollar they receive from a funder. That's a solid return on investment. Many communities have also created artist relocation programs to entice artists to move to their communities as they recognize the impacts that a thriving arts community has both on the local economy and also on quality of life.

By investing in the Octagon's proposal to create affordable studio spaces for Ames artists, you are also investing in our community's cultural and economic eco-system. Artists are entrepreneurs, and studio spaces serve as incubator or co-working spaces. More young and emerging artists may decide to remain in Ames after graduation. More artists may decide to work in downtown Ames, and in doing so, will create more vibrant cultural events, exhibitions, and programming for our community, thereby increasing quality of life in Ames.

Thank you for your consideration. Please don't hesitate to reach out if you need anything.

Respectfully,

Jennifer Drinkwater

Assistant Professor
Department of Art and Visual Culture
College of Design
Iowa State University
Ames, IA 50011

COUNCIL ACTION FORM

SUBJECT: FLOOD MITIGATION – RIVER FLOODING PUBLIC HEARING

BACKGROUND:

Following the floods of 2010, the City Council established a goal of mitigating the impact of future flooding in Ames. A comprehensive Flood Mitigation Study was completed in 2013 that considered many possible mitigation alternatives.

On December 10, 2013, the City Council approved a series of flood mitigation measures. These included elements targeted at: A.) Undertaking a stream bank restoration of Squaw Creek; B.) Working with IDOT to improve the conveyance capacity of the US Highway 30 bridge; C.) Working through the Squaw Creek Watershed Management Authority to pursue flood mitigation alternatives in the upper reaches of the watershed; and D.) Conducting a workshop to review and discuss the range of possible floodplain regulatory approaches.

The stream bank restoration project involves flood mitigation in the Squaw Creek channel, including conveyance improvements within the channel approximately 2,000 feet either side of the South Duff Avenue bridge. In working with Iowa Department of Homeland Security & Emergency Management, the City received FEMA grant funding in the spring of 2020 for this project. The cost share amounts for this grant are as follows:

Funding Source	Funding Amount	% of Cost
Federal:	\$ 3,747,450.00	75%
Local:	\$ 1,249,150.00	25%
Total:	\$ 4,996,600.00	100%

Land Acquisition:

As a requirement for projects that utilize FEMA funding and also pursuant to Iowa Code §6B.2A, a public hearing must be held for the purpose of receiving public input in consideration of whether or not to authorize the *potential* use of eminent domain authority (condemnation) with respect to land acquisition for the Squaw Creek Flood Mitigation – River Flooding project now under consideration with the final design of the project. This public hearing will be held during the regular City Council meeting on January 26, 2021. Copies of the notices sent to landowners are attached.

Project Update:

Final design is being finished; permit applications to Army Corps of Engineers and Iowa DNR are to be submitted this month. Land acquisition activities have commenced with landowner meetings, title opinions, and initiation of appraisals. Due to threatened and endangered species (two bat species) requirements, tree dropping/clearing needs to be completed prior to April 1, 2021 or else not until November (which would push the project close to the FEMA deadline of June 19, 2022). Therefore, a tree removal contract will commence for this work prior to April 1, 2021. **It is anticipated that construction bids for the overall project will be received summer 2021.** A map of the grading plan limits with parcel lines overlaid is attached.

ALTERNATIVES:

1. Set the date of public hearing for January 26, 2021 to authorize the use of eminent domain, if necessary, to obtain easements and acquire land for the Flood Mitigation – River Flooding project.
2. Do not authorize the use of eminent domain at this time for the Flood Mitigation – River Flooding project, thereby jeopardizing the federal (FEMA) funding received for this project.

MANAGER'S RECOMMENDED ACTION:

Due to the project involving federal funding, the requirements for the Flood Mitigation – River Flooding project include considering the use of eminent domain if voluntary land acquisition cannot be achieved. In collaboration with WHKS (design consultant) and CGA (land acquisition consultant), staff is committed to answering questions and working with landowners about the details of the project. According to the FEMA funding agreement, the project shall be constructed and closed out by June 19, 2022.

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

December 21, 2020

FHS Ames 2 LP
3160 Crow Canyon Place, Ste 135
San Ramon, CA 94583

Story County Property ID Number: 09-11-325-060

NOTICE OF PUBLIC HEARING

YOU ARE HEREBY NOTIFIED pursuant to Iowa Code §6B.2A that a public hearing will be held before the Ames City Council in Council Chambers, City Hall, at 515 Clark Avenue, Ames, IA 50010, at 6:00 p.m. on January 26, 2021, for the purpose of receiving public input into the consideration of whether or not to authorize the potential use of eminent domain authority (condemnation) with respect to the Squaw Creek Flood Mitigation Land Acquisition Project now under consideration and the final design of that project. The current site-specific design for this project involves a portion of the real estate from adjacent property owners.

***DUE TO THE COVID-19 PANDEMIC, THIS MEETING WILL BE CONDUCTED AS AN ELECTRONIC MEETING. IF YOU WISH TO PROVIDE INPUT ON ANY ITEM, YOU MAY DO SO AS A VIDEO PARTICIPANT BY GOING TO: <https://zoom.us/j/826593023>**

OR BY TELEPHONE BY DIALING: US: 1-312-626-6799 or toll-free: 1-888-475-4499
Zoom Meeting ID: 826 593 023

The purpose of the project is to come into compliance with standards and requirements of the Federal Emergency Management Agency (FEMA) of the United States for mitigating the impact of future flooding in Ames.

Following the public meeting, the City Council may consider a resolution or other declaration of intent to acquire or condemn, if necessary, all or a portion of your property for the purpose of public improvement.

The laws of the State of Iowa require, and the City of Ames will pursue, informal negotiations with you concerning the just compensation required for any property, or interest in property, taken or affected by this project. You will be invited to participate in the appraisal process, and will receive a copy of the formal appraisal, prior to the commencement of any negotiations between you and the City of Ames. You cannot be offered less than the appraised value as determined by the appraisal. If negotiations are unsuccessful, then the law requires additional notices and hearings prior to the taking of any property or interest in property.

Funding for this project is expected to be obtained from the following: Cash on hand in any fund of the City which can be legally used for such purposes and a Federal grant-in-aid from the Federal Emergency Management Agency (FEMA).

Final selection of the design for this project will be made based upon the following: Iowa Department of Natural Resources (IDNR) No-Rise Standards.

The person designated by the City of Ames as to whom communications should be made about this project is: Tracy Peterson, P.E., Municipal Engineer, 515 Clark Avenue, Ames, IA 50010, Telephone (515) 239-5160.

Sincerely,

CLAPSADDLE-GARBER ASSOCIATES, INC.

Jeffrey W. Sogge
Land Acquisition Agent

December 21, 2020

E-M Hunziker LLC
105 S 16th St.
Ames, IA 50010

Story County Property ID Number: 09-11-325-015

NOTICE OF PUBLIC HEARING

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Sincerely,

CLAPSADDLE-GARBER ASSOCIATES, INC.

Jeffrey W. Sogge
Land Acquisition Agent

December 21, 2020

Kenneth R. Howe and Marjory C. Howe, Trustees
Kenneth and Marjory Howe Revocable Trust
215 Washington Ave.
Ames, IA 50010

Story County Property ID Number: 09-11-325-045

NOTICE OF PUBLIC HEARING

YOU ARE HEREBY NOTIFIED pursuant to Iowa Code §6B.2A that a public hearing will be held before the Ames City Council in Council Chambers, City Hall, at 515 Clark Avenue, Ames, IA 50010, at 6:00 p.m. on January 26, 2021, for the purpose of receiving public input into the consideration of whether or not to authorize the potential use of eminent domain authority (condemnation) with respect to the Squaw Creek Flood Mitigation Land Acquisition Project now under consideration and the final design of that project. The current site-specific design for this project involves a portion of the real estate from adjacent property owners.

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Sincerely,

CLAPSADDLE-GARBER ASSOCIATES, INC.

Jeffrey W. Sogge
Land Acquisition Agent

December 21, 2020

Hyland Heights Apartments LLC
105 S 16th St., Ste. A
Ames, IA 50010

Story County Property ID Number: 09-11-326-050

NOTICE OF PUBLIC HEARING

YOU ARE HEREBY NOTIFIED pursuant to Iowa Code §6B.2A that a public hearing will be held before the Ames City Council in Council Chambers, City Hall, at 515 Clark Avenue, Ames, IA 50010, at 6:00 p.m. on January 26, 2021, for the purpose of receiving public input into the consideration of whether or not to authorize the potential use of eminent domain authority (condemnation) with respect to the Squaw Creek Flood Mitigation Land Acquisition Project now under consideration and the final design of that project. The current site-specific design for this project involves a portion of the real estate from adjacent property owners.

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OR BY TELEPHONE BY DIALING: US: 1-312-626-6799 or toll-free: 1-888-475-4499
Zoom Meeting ID: 826 593 023

The purpose of the project is to come into compliance with standards and requirements of the Federal Emergency Management Agency (FEMA) of the United States for mitigating the impact of future flooding in Ames.

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Final selection of the design for this project will be made based upon the following: Iowa Department of Natural Resources (IDNR) No-Rise Standards.

The person designated by the City of Ames as to whom communications should be made about this project is: Tracy Peterson, P.E., Municipal Engineer, 515 Clark Avenue, Ames, IA 50010, Telephone (515) 239-5160.

Sincerely,

CLAPSADDLE-GARBER ASSOCIATES, INC.

Jeffrey W. Sogge
Land Acquisition Agent

December 21, 2020

RL Enterprises LLC
2615 Diamondwood Dr., SE
Cedar Rapids, IA 52403

Story County Property ID Number: 09-11-326-065

NOTICE OF PUBLIC HEARING

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Sincerely,

CLAPSADDLE-GARBER ASSOCIATES, INC.

Jeffrey W. Sogge
Land Acquisition Agent

December 21, 2020

Thomas R. Burke
5090 River Ridge Rd.
Ames, IA 50010

Story County Property ID Number: 09-11-400-010

NOTICE OF PUBLIC HEARING

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Sincerely,

CLAPSADDLE-GARBER ASSOCIATES, INC.

Jeffrey W. Sogge
Land Acquisition Agent

December 21, 2020

Youth and Shelter Services Inc.
420 Kellogg Ave.
Ames, IA 50010

Story County Property ID Number: 09-11-400-020

NOTICE OF PUBLIC HEARING

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Sincerely,

CLAPSADDLE-GARBER ASSOCIATES, INC.

Jeffrey W. Sogge
Land Acquisition Agent

December 21, 2020

Jay E. Brown and Lori B. Suvalsky
1204 Orchard Dr.
Ames, IA 50010

Story County Property ID Number: 09-11-400-020

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Sincerely,

CLAPSADDLE-GARBER ASSOCIATES, INC.

Jeffrey W. Sogge
Land Acquisition Agent

December 21, 2020

MKTM, LLC
1816 SE 5th St.
Ames, IA 50010

Story County Property ID Number: 09-11-401-040

NOTICE OF PUBLIC HEARING

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Sincerely,

CLAPSADDLE-GARBER ASSOCIATES, INC.

Jeffrey W. Sogge
Land Acquisition Agent

December 21, 2020

Amerco real Estate Company
P.O. Box 29046
Phoenix, AZ 85038-9046

Story County Property ID Number: 09-11-400-065

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Sincerely,

CLAPSADDLE-GARBER ASSOCIATES, INC.

Jeffrey W. Sogge
Land Acquisition Agent

December 21, 2020

B and D Land, L.C.
4002 Stone Brooke Rd.
Ames, IA 50010-2900

Story County Property ID Number: 09-11-400-120

NOTICE OF PUBLIC HEARING

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Sincerely,

CLAPSADDLE-GARBER ASSOCIATES, INC.

Jeffrey W. Sogge
Land Acquisition Agent

December 21, 2020

MKTM, LLC
1816 SE 5th St.
Ames, IA 50010-6404

Story County Property ID Number: 09-11-401-075

NOTICE OF PUBLIC HEARING

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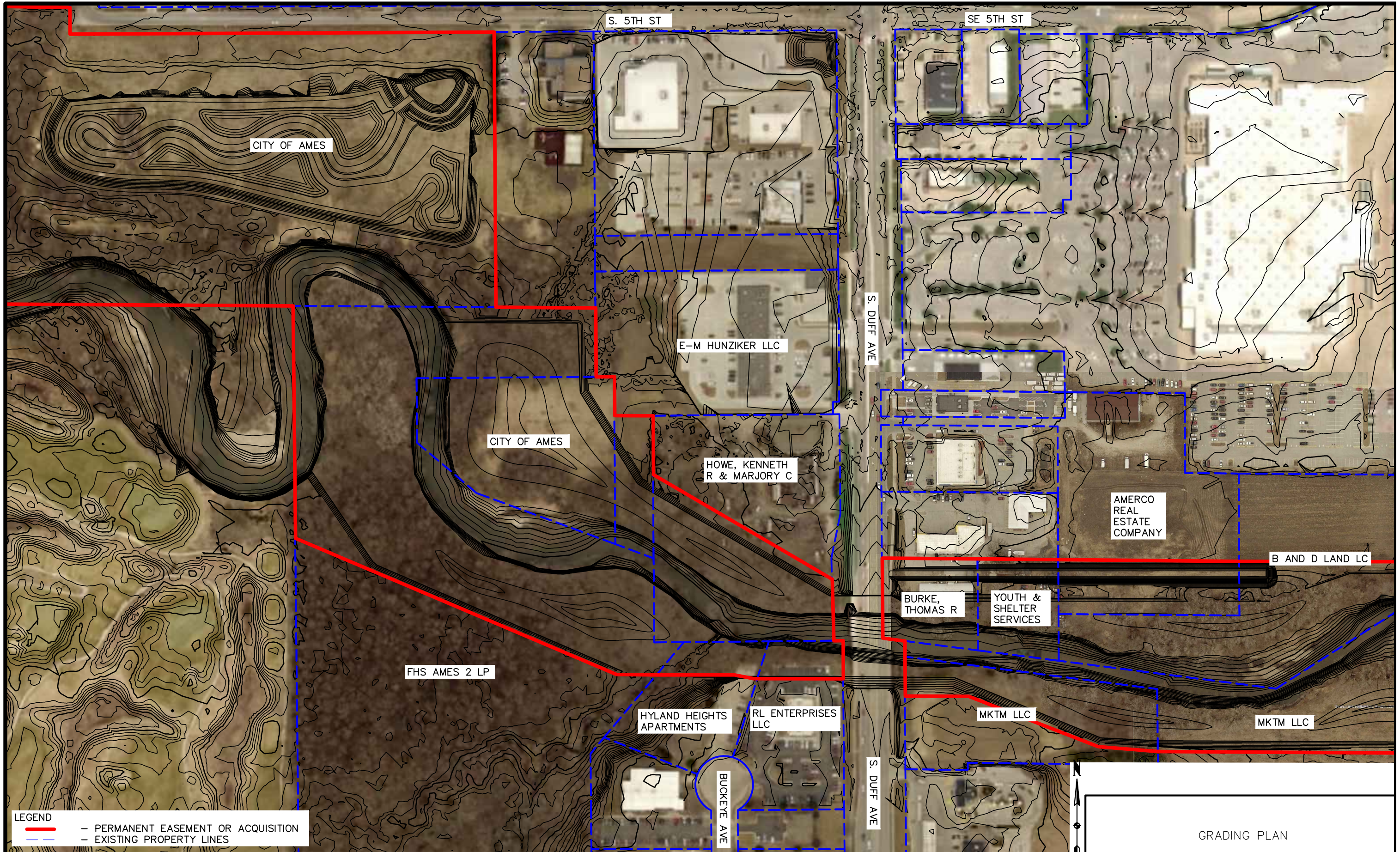
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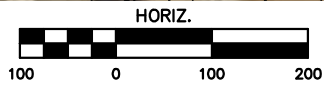
Sincerely,

CLAPSADDLE-GARBER ASSOCIATES, INC.

Jeffrey W. Sogge
Land Acquisition Agent

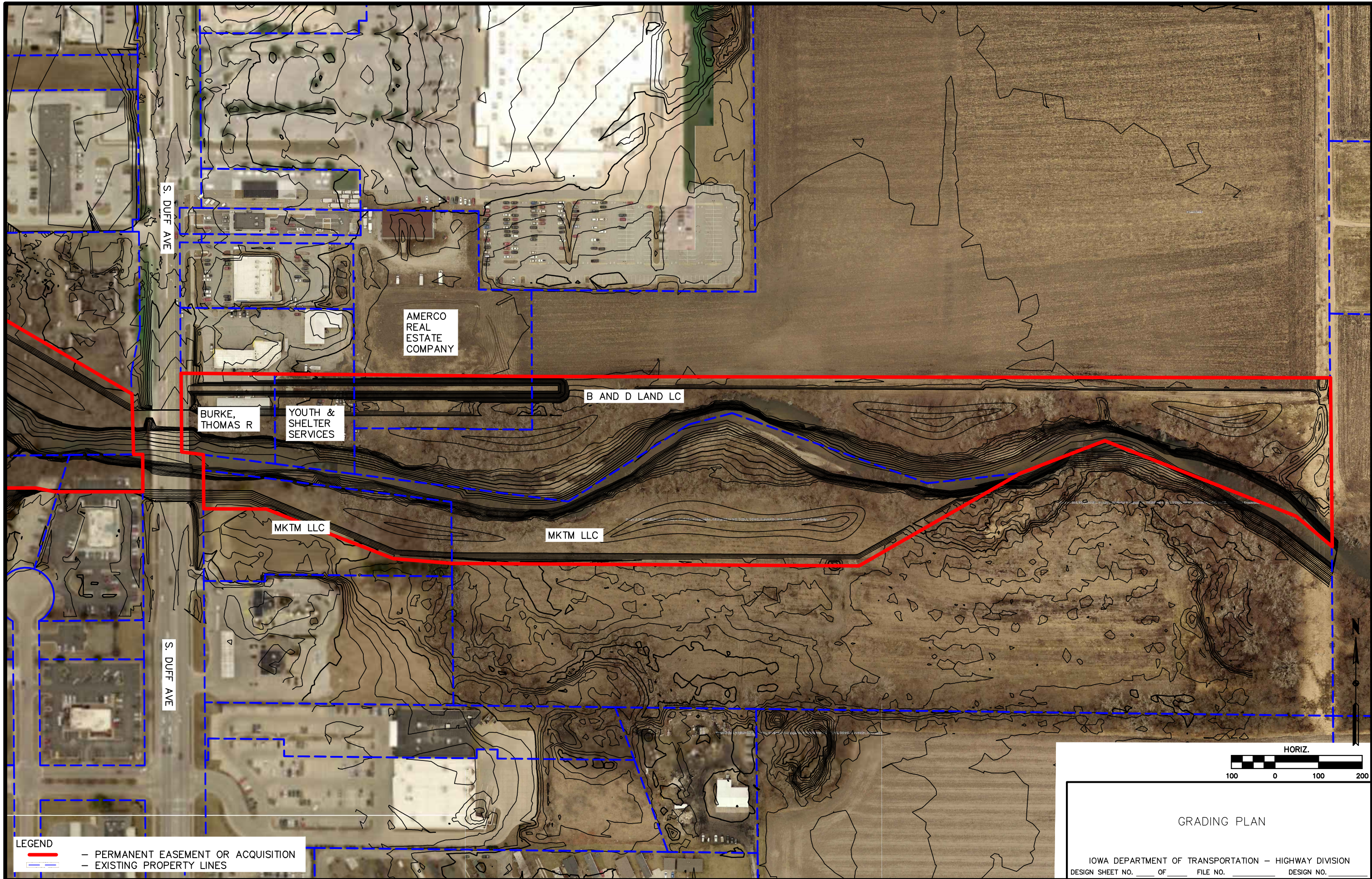


LEGEND
— PERMANENT EASEMENT OR ACQUISITION
- - - EXISTING PROPERTY LINES

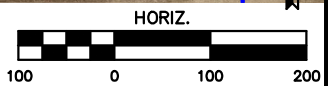


GRADING PLAN

IOWA DEPARTMENT OF TRANSPORTATION — HIGHWAY DIVISION
 DESIGN SHEET NO. ____ OF ____ FILE NO. ____ DESIGN NO. ____



LEGEND
— PERMANENT EASEMENT OR ACQUISITION
- - - EXISTING PROPERTY LINES



GRADING PLAN

IOWA DEPARTMENT OF TRANSPORTATION — HIGHWAY DIVISION
DESIGN SHEET NO. _____ OF _____ FILE NO. _____ DESIGN NO. _____

Staff Report

CYRIDE FISCAL STATUS

January 12, 2021

BACKGROUND:

At the October 28th City Council meeting, Council requested the Director of CyRide provide an update on the fiscal status of the agency. CyRide has been significantly impacted by the COVID-19 pandemic. Ridership levels have fallen about 65% compared to the same period last year, and major initiatives have been undertaken to address safety concerns surrounding the use of mass transit. In addition to operational challenges, staff has been working to address financial considerations as well.

CyRide is jointly funded at the local level by the City of Ames, Iowa State University, and the Iowa State University Student Government (SG). Contributions from students to CyRide are kept in the SG Trust Fund, which was created to stabilize CyRide revenues from short-term fluctuations in Iowa State University enrollment. Unfortunately, several years of declining enrollment have resulted in the SG Trust Fund balance being lower than the agreed upon balance target.

In 2019, CyRide presented a recommendation to the Iowa State Special Student Fee Committee (SSFC) to increase the student fee contribution. CyRide was grateful that the SSFC was open to this request and was willing to support raising the student fee to support the SG Trust Fund. Ultimately, student fees were frozen for the 2020-2021 academic year by the Board of Regents, in large part due to the financial strain on students and their families caused by the pandemic. The summer semester was online only, and no student fees were collected.

CURRENT FINANCIAL STATUS:

CyRide was extremely fortunate to receive \$7,028,297 in supplemental one-time funding from the federal CARES Act to assist with operating expenses. This funding was provided at a 100% federal share, requiring no match from the local funding partners. Following Transit Board approval, \$6,000,000 of these funds have been applied to the FY 2020/21 amended budget, with the remaining \$1,028,297 planned for the FY 2021/22 budget.

Lower than usual transit usage has allowed CyRide to temporarily reduce spending, particularly on extra buses sent out to accommodate high levels of ridership. Combined with changes to the Iowa State University schedule of classes, this has resulted in lower operating costs for the current fiscal year. These cost savings will likely continue during the period of reduced ridership and will help improve CyRide's financial outlook for FY 2021/22.

At the December 16th Transit Board meeting, CyRide presented and received approval from the Transit Board for a FY 2021/22 proposed budget that includes a zero-percent increase to the local funding partners. In conjunction with current year savings, this will improve the short-term financial

outlook for the SG Trust Fund. Furthermore, in 2020 CyRide recommended another increase to the student fee contribution. If approved, this will also work to strengthen the fund balance.

The attached pro-forma financial statement details CyRide's anticipated revenues and expenses over the next several years. CyRide is pleased to report that a significant ending balance is forecasted through FY 2024/25, well above the Transit Board's policy of a 7% to 10% reserve. These funds could be used to cover unexpected expenses or potential shortages in revenue to provide some additional financial security to the organization in the short term.

STAFF COMMENTS:

In an unstable ridership environment, CyRide has not recommended major service changes to the Transit Board. However, once the pandemic has ended it is inevitable that passenger behaviors will change and CyRide will need to adapt its service offerings accordingly. Staff plans to bring a request to the Transit Board for a system recalibration study as ridership stabilizes to ensure that CyRide's services match rider expectations and the financial resources available to the system.

The SG Trust Fund balance predictions are sensitive to fluctuations in enrollment and the fee level assessed to each student. CyRide is not predicting a shortfall in FY 2020/21. However, current modeling does project a budget shortfall in FY 2021/22. The precise fund level will depend greatly on the specific increase approved by the SSFC and the Board of Regents, which will not be known until later this year.

If there is a revenue shortfall, several options are available to the Transit Board. These include allocating ending balance dollars, applying operating savings from FY 2020/21 to reduce local funding increases, changing the ratio of funding between the local partners, and pursuing state and federal funding to support operating costs. CyRide has traditionally been very successful at finding opportunities to leverage local dollars to secure other sources of funding and we will continue this practice going forward. As a last resort, if revenue is insufficient, CyRide could potentially curtail services. This would not be recommended by staff unless all other alternatives had been exhausted.

Looking forward, it is important to note that the predictions for CyRide's overall finances and for the SG Trust Fund assume an ongoing upward trend in expenses, which cannot be sustained at the current rate of increase. Therefore, a system recalibration study, along with cost controls, will be needed to significantly improve the outlook for CyRide's long term finances.

Compared to other transit agencies throughout the nation, CyRide has been relatively fortunate, in large part thanks to timely and significant support from the federal government. While the SG Trust Fund continues to be a concern, staff believe that there are options available to address the fund balance through a combination of cost reductions, service modifications, and student activity fee increases.

CyRide 5 Year Pro Forma FY2022 & FY2023 0% Increase

CARES Funds (\$6M in FY2021 & \$1M in FY2022, 5307 Funds to Capital in FY2021)

Operations	FY 20	Incr.	FY 21	Incr.	FY 22	Incr.	FY 23	Incr.	FY 24	Incr.	FY 25	Incr.	FY 26
Beginning Balance	\$ 4,842,009		\$ 1,052,406		\$ 4,630,193		\$ 5,008,986		\$ 4,297,420		\$ 3,405,508		\$ 2,369,149
State Operating	\$ 861,901	2.0%	\$ 800,000	0.0%	\$ 800,000	0.0%	\$ 800,000	0.0%	\$ 800,000	0.0%	\$ 800,000	0.0%	\$ 800,000
FTA Operating	\$ 2,494,129	0.0%		0.0%	\$ 2,250,000	0.0%	\$ 2,400,000	0.0%	\$ 2,400,000	0.0%	\$ 2,400,000	0.0%	\$ 2,400,000
CARES Monies			\$ 6,000,000		\$ 1,028,297								
ISU Administration	\$ 874,804	2.2%	\$ 893,621	0.0%	\$ 893,621	3.0%	\$ 920,430	3.5%	\$ 952,645	4.0%	\$ 990,750	4.0%	\$ 1,030,380
City	\$ 1,977,672	2.2%	\$ 2,037,720	0.0%	\$ 2,037,720	3.0%	\$ 2,098,852	3.5%	\$ 2,172,311	4.0%	\$ 2,259,204	4.0%	\$ 2,349,572
Student Government	\$ 5,151,404	0.0%	\$ 5,741,486	0.0%	\$ 5,741,486	3.0%	\$ 5,913,731	3.5%	\$ 6,120,711	4.0%	\$ 6,365,540	4.0%	\$ 6,620,161
SG Trust Fund Transfer	\$ 297,097												
Transit Contracts	\$ 263,355	3.0%	\$ 293,023	3.0%	\$ 288,173	0.0%	\$ 288,173	0.0%	\$ 288,173	0.0%	\$ 288,173	0.0%	\$ 288,173
Farebox	\$ 173,650	0.0%	\$ 227,000	-3.5%	\$ 201,500	-3.5%	\$ 194,448	-3.5%	\$ 187,642	-3.5%	\$ 181,074	-3.5%	\$ 174,737
Advertising	\$ 255,328	0.0%	\$ 250,000	0.0%	\$ 250,000	0.0%	\$ 250,000	0.0%	\$ 250,000	0.0%	\$ 250,000	0.0%	\$ 250,000
DOT/MPO/Int./Misc/Other Fed.	\$ 625,545	0.0%	\$ 233,000	0.0%	\$ 228,000	0.0%	\$ 228,000	0.0%	\$ 228,000	0.0%	\$ 228,000	0.0%	\$ 228,000
Operating Revenues	\$ 12,974,885	27.0%	\$ 16,475,850	-16.7%	\$ 13,718,797	-4.6%	\$ 13,093,632	2.3%	\$ 13,399,482	2.7%	\$13,762,741	2.7%	\$14,141,023
Wages	\$ 6,203,812	2.8%	\$ 6,696,243	2.8%	\$ 6,891,267	3.0%	\$ 7,098,005	3.0%	\$ 7,310,945	3.0%	\$ 7,530,274	3.0%	\$ 7,756,182
Normal Growth	\$ -	2.8%	\$ -	2.8%	\$ -	2.8%	\$ -	2.8%	\$ -	2.8%	\$ -	2.8%	\$ -
Benefits (no Health Ins.)	\$ 1,211,541	2.8%	\$ 1,321,427	2.8%	\$ 1,413,331	3.0%	\$ 1,455,731	3.0%	\$ 1,499,403	3.0%	\$ 1,544,385	3.0%	\$ 1,590,716
Health Insurance	\$ 753,115	8.0%	\$ 784,669	8.0%	\$ 823,903	9.0%	\$ 898,054	9.0%	\$ 978,879	9.0%	\$ 1,066,978	9.0%	\$ 1,163,006
Payroll	\$ 8,168,468	7.8%	\$ 8,802,339	3.7%	\$ 9,128,501	3.5%	\$ 9,451,790	3.6%	\$ 9,789,227	3.6%	\$10,141,637	3.6%	\$10,509,905
Internal Services	\$ 321,528	2.4%	\$ 349,216	2.4%	\$ 378,212	2.4%	\$ 387,289	2.4%	\$ 396,584	2.4%	\$ 406,102	2.4%	\$ 415,848
Insurance	\$ 269,220	5.0%	\$ 273,366	5.0%	\$ 308,360	5.0%	\$ 323,778	5.0%	\$ 339,967	5.0%	\$ 356,965	5.0%	\$ 374,814
Contractual	\$ 660,084	4.4%	\$ 1,045,442	4.4%	\$ 1,059,280	4.4%	\$ 1,105,888	4.4%	\$ 1,154,547	4.4%	\$ 1,205,347	4.4%	\$ 1,258,383
Commodities (no fuel)	\$ 496,046	3.0%	\$ 557,100	3.0%	\$ 592,551	3.0%	\$ 610,328	3.0%	\$ 628,637	3.0%	\$ 647,496	3.0%	\$ 666,921
Fuel	\$ 607,028	5.0%	\$ 1,070,000	5.0%	\$ 1,072,500	5.0%	\$ 1,126,125	5.0%	\$ 1,182,431	5.0%	\$ 1,241,553	5.0%	\$ 1,303,630
Services/Commodities	\$ 2,354,261	40.0%	\$ 3,295,724	3.5%	\$ 3,411,503	4.2%	\$ 3,553,428	4.2%	\$ 3,702,167	4.2%	\$ 3,857,464	4.2%	\$ 4,019,597
Operating Expenses	\$ 10,522,729	15.0%	\$ 12,098,063	3.7%	\$ 12,540,004	3.7%	\$ 13,005,198	3.7%	\$ 13,491,394	3.8%	\$13,999,101	3.8%	\$14,529,501
Capital Transfer	\$ 902,520		\$ 800,000		\$ 800,000		\$ 800,000		\$ 800,000		\$ 800,000		\$ 800,000
SG Trust Fund Transfer	\$ 464,178												
Committed Funds	\$ 3,243,620												
Above 10% Closing Balance	\$ 1,631,441												
Ending Balance	\$ 1,052,406	10.0%	\$ 4,630,193	38.3%	\$ 5,008,986	39.9%	\$ 4,297,420	33.0%	\$ 3,405,508	25.2%	\$ 2,369,149	16.9%	\$ 1,180,671
Capital													
Beginning Balance	\$ 1,985,631		\$ 1,396,280		\$ 474,814		\$ 79,300		\$ 2,382		\$ 3,397		\$ 3,906
State/Federal	\$ 1,136,072		\$ 6,934,145		\$ 2,581,530		\$ 3,084,484		\$ 2,226,940		\$ 3,181,363		\$ 3,273,694
ISU Parking	\$ 17,000		\$ 17,000		\$ 17,000		\$ 17,000		\$ 17,000		\$ 17,000		\$ 17,000
Interest	\$ 34,970		\$ 7,000		\$ 7,000		\$ 7,000		\$ 7,000		\$ 7,000		\$ 7,000
Capital Transfer	\$ 902,520		\$ 905,620		\$ 800,000		\$ 800,000		\$ 800,000		\$ 800,000		\$ 800,000
GSB Transfer													
Capital Revenues	\$ 2,090,562		\$ 7,863,765		\$ 3,405,530		\$ 3,908,484		\$ 3,050,940		\$ 4,005,363		\$ 4,097,694
Building	\$ 615,576		\$ 781,140		\$ 468,920		\$ 750,000		\$ 750,000		\$ 750,000		\$ 750,000
HIRTA Van													
HIRTA Bus													
Buses (Grants)			\$ 7,031,977		\$ 2,695,024		\$ 3,001,002		\$ 1,975,525		\$ 2,885,454		\$ 3,000,868
Buses (Local)													
Bus Stop Shelters								\$ 60,000		\$ 60,000		\$ 60,000	
Annunciators / AVL	\$ 836,466				\$ 126,700								
AVL (Local)	\$ 23,172		\$ 100,000										
Facility Improvements - Exterior					\$ 75,000								
Facility Improvements - Interior			\$ 20,000										
Shop Equipment	\$ 819		\$ 50,000		\$ 50,000		\$ 50,000		\$ 50,000		\$ 50,000		\$ 50,000
Shop Truck	\$ 29,263		\$ 22,791										
Computers/ Office Equipment	\$ 13,072		\$ 32,011		\$ 20,400		\$ 14,400		\$ 14,400		\$ 14,400		\$ 14,400
Support Vehicle			\$ 90,000		\$ 30,000		\$ 30,000		\$ 30,000		\$ 30,000		\$ 30,000
Bus Technology	\$ -		\$ 75,000		\$ 75,000		\$ 50,000		\$ 50,000		\$ 50,000		\$ 50,000
Bus Mid-Life Rehabilitation	\$ -		\$ 30,000		\$ 30,000		\$ 30,000		\$ 30,000		\$ 50,000		\$ 50,000
A&E Services	\$ 34,002		\$ 35,000		\$ 50,000		\$ 50,000		\$ 50,000		\$ 50,000		\$ 50,000
Concrete	\$ 62,688		\$ 127,312		\$ 40,000		\$ 40,000		\$ 40,000		\$ 40,000		\$ 40,000
Concrete (Shelters)	\$ -		\$ 25,000		\$ 25,000				\$ -		\$ 25,000		\$ -
Bus Stop Signs													
Flood Pumps	\$ -												
HR Software													
Electric Hoist													
Security System (Building)			\$ 200,000										
Radios	\$ 341,010												
Maint. Software			\$ 50,000										
Facility Technology	\$ 1,573		\$ 50,000		\$ 20,000								
EIFS Coating													
Safety Software					\$ 20,000								
Protection Rails (Artic Buses)					\$ 75,000								
Kronos	\$ 7,106												
Air Compressor (Shop)			\$ 25,000										
Forklift			\$ 40,000										
Capital Expenses	\$ 1,964,747		\$ 8,785,231		\$ 3,801,044		\$ 3,985,402		\$ 3,049,925		\$ 4,004,854		\$ 4,095,268
Building Reserve	\$ 715,166												
Ending Balance	\$ 1,396,280		\$ 474,814		\$ 79,300		\$ 2,382		\$ 3,397		\$ 3,906		\$ 6,332

ITEM # 23
DATE: 01-12-21

COUNCIL ACTION FORM

SUBJECT: MAINTENANCE FACILITY FABRIC BUILDING

BACKGROUND:

The Maintenance Facility is currently used by Fleet Services and the Public Works Streets, Utility Maintenance, and Traffic Divisions. The building has reached its capacity to store equipment especially during the snow season. Currently, there are several pieces of equipment that are stored outside during the winter. A fabric structure would allow for some cold storage and the space to park snowplow trucks, thus freeing up space in the Maintenance Facility to store equipment.

An architecture firm was hired to review options and develop plans and specifications. The design resulted in a fabric building that is 100 feet by 50 feet and is anchored with shipping containers. This design works best on the poor ground conditions of the former landfill located in that area. The shipping containers will also allow for some cold storage and provide protection to the fabric structure. In order to determine if there are sufficient funds to obtain additional covered space, a second fabric building that replicates the first one was included as an alternate.

On Tuesday, December 29, 2020, bids were received as follows:

Bidder	Base Bid: North Building	Alternate: South Building
<i>Engineer's Estimate</i>	\$135,850	\$135,850
A & B Construction LTD	\$157,025	\$157,625
Greenfield Contractors	\$179,500	\$174,500

Funding for this project is shown in the Capital Improvements Plan in FY 2019/20 in the amount of \$250,000. Engineering costs are estimated at \$4,685. Based upon available funding, staff is recommending award of the base bid only, which would bring the project expenses to a total of \$161,710. A portion of the remaining available funding will be used to install electrical service to the building and pave an asphalt floor inside it.

ALTERNATIVES:

1. a) Accept the report of bids for the Maintenance Facility Fabric Building.
 - b) Approved the final plans and specifications for the Maintenance Facility Fabric Building.
 - c) Award the Maintenance Facility Fabric Building to A & B Construction LTD of Harper, Iowa, in the amount of \$157,025.
2. Reject the project.

CITY MANAGER'S RECOMMENDED ACTION:

By awarding this project, the Maintenance Facility will gain much needed space for its users. Staff has reviewed the bids and has found the low base bid to be acceptable. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.

COUNCIL ACTION FORM

SUBJECT: WATER PLANT DEHUMIDIFICATION PROJECT

BACKGROUND:

The new water treatment plant started operation in 2017. After the facility start up, staff identified three areas where dehumidification is needed, but was not included in the initial construction. Lack of dehumidification causes condensation to form on pipes, creating a maintenance issue for the pipe coatings. The condensation also causes potential safety concerns with pooling water on the floor and corrosion issues on electronics and control systems.

Council issued a noticed to bidders on November 24, 2020. On December 23, 2020, bids were opened. Two bids were received.

Bidder	Base bid	Optional add item
<i>Engineer's Estimate</i>	\$223,000	\$20,000
Mechanical Comfort, Inc.	\$252,600	\$10,340
AJ Allen Mechanical Contractors, Inc.	\$276,600	\$7,500

Mechanical Comfort, Inc. is the lowest responsible bidder. As shown in the table above, both bids received exceed the Engineer's Estimate. This price difference can be attributed to recent increases in construction material prices.

Staff chose to bid the project with destratification fans for one of the rooms as an optional, additional item. Staff is recommending awarding this optional add item. The destratification fans will help to recycle conditioned air and improve circulation. This is expected to save energy by reducing HVAC run times.

The FY 2018/19 facility improvements CIP budget includes \$400,000 for design and construction of dehumidification. As shown below, this budget is sufficient for the project.

The summary of the project costs is shown below.

Project Budget

FY 2018/19 CIP \$ 400,000

Estimated Project Expenses

Engineering	
Design	\$ 66,500
Bidding and Construction admin	\$ 11,500
Construction Cost	\$ 262,940
<u>Contingency (10% of construction)</u>	<u>\$ 26,000</u>
Total Estimated Expense	\$ 366,940

ALTERNATIVES:

1. Approve final plans and specifications and award a contract for the Water Plant Dehumidification Project to Mechanical Comfort, Inc. of Ames, Iowa, in the amount of \$262,940.
2. Approve final plans and specifications and award a contract for the Water Plant Dehumidification Project to AJ Allen Mechanical Contractors, Inc. of Des Moines, Iowa, in the amount of \$284,100.
3. Do not award a contract at this time.

CITY MANAGER'S RECOMMENDED ACTION:

Several areas of the water treatment plant need dehumidification in order to extend the useful life of piping and electronics, as well as alleviate some potential safety issues. The project was budgeted in the 2018/19 CIP as a part of the Water Plant Facility Improvements Project. Those funds have been rolled over into the current year budget. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.

COUNCIL ACTION FORM

SUBJECT: **AUDITORIUM HVAC REPLACEMENT**

BACKGROUND:

The City Auditorium is served by an HVAC system consisting of a fan and heating coils installed when the building was constructed in 1938, and a condenser and cooling coils that were added in 1990. Over the last several years there have been ongoing maintenance issues with the system. It was determined that the best course of action would be to replace the system and modernize it for ease of use and maintenance.

The plans called for the removal of the existing fan and coils and replacement with a rooftop unit that would provide the heating and cooling for the Auditorium. This would also allow for the existing space to become storage for the Auditorium and allow for easier access for maintenance. An alternate was also developed to provide heating and cooling in the lobby areas. These areas currently are not cooled and only have heating provided by radiators.

On Tuesday, December 29, 2020, bids were received as follows:

Bidder	Base Bid	Alternate for Lobby HVAC
<i>Engineer's Estimate</i>	<i>\$370,517.00</i>	<i>\$27,168.75</i>
Stein Heating & Cooling, Inc.	\$556,000.00	\$34,000.00
Modern Piping, Inc.	\$680,800.00	\$61,950.00

The funds available for the project are from one-time General Fund savings in the amount of \$400,000 identified during the development of the FY 2019/20 adjusted City Budget. Engineering and construction administration costs are estimated at \$32,000 bringing the total project cost to \$588,000, if the low bid is accepted.

Staff has worked with the design consultant to evaluate the bids and design in order to identify causes of the high bids received. Most of the overage is related to the ancillary items in the project such as ductwork, conduit, insulation, etc. Staff and the design team will revise the plans and come back with a modified design for a re-bid.

ALTERNATIVES:

1. Reject the award and direct staff to modify the project for a future bid letting.
2. Award the Auditorium HVAC Replacement to Stein Heating & Cooling, Inc. in the amount of \$556,000.

CITY MANAGER'S RECOMMENDED ACTION:

The project bids are significantly higher than available funding. Staff and the design team will make modifications to the plans to reduce costs for a future bid letting. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.

ITEM#: 26
DATE: 01-12-21

COUNCIL ACTION FORM

SUBJECT: 2020/2021 PAVEMENT RESTORATION – SLURRY SEAL PROGRAM

BACKGROUND:

The Slurry Seal Program is an annual program for preventative and proactive maintenance activities on City streets. This program allows for a wide variety of pavement maintenance techniques to preserve and enhance City street infrastructure. The techniques in this program are typically more specialized or larger in scope than can be performed with City street maintenance staff. The goal of this program is to make repairs that extend the lifespan of these local streets.

The project will level dips in joints and provide a new thin wearing surface for traffic. This work will take place predominately on residential streets with the disruption to residents being typically no more than one day. Work in all locations will be coordinated with other local projects to minimize traffic disruptions. **A list of the project locations is attached.**

On January 6, 2021, one bid was received as follows:

<i>Bidder</i>	<i>Total Bid Amount</i>
<i>Engineer's estimate</i>	\$215,055.00
Fort Dodge Asphalt Company	\$202,885.40

There is \$250,000 of Road Use Tax funding allocated to this program annually in the Capital Improvement Plan, which along with carryover savings leaves \$373,306.60 in total funds available for the project. Remaining revenue will be utilized for other pavement restoration priorities.

ALTERNATIVES:

1. a. Accept the report of bids for the 2020/21 Pavement Restoration – Slurry Seal Program.
 - b. Approve the final plans and specification for this project.
 - c. Award the 2020/21 Pavement Restoration – Slurry Seal Program to Fort Dodge Asphalt Company of Fort Dodge, IA in the amount of \$202,885.40
2. Direct staff to make changes to this project.

CITY MANAGER'S RECOMMENDED ACTION:

This project will repair and extend the lifespan of the City streets in the program and provided a better travelling experience for users of the corridors and for those living in the neighborhoods.

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

Street Name and Location (Full Width Slurry)		Estimated SY	Actual SY
Carroll Avenue	E 13th to E 14th St	1,085	
Carroll Avenue	E 14th to E 16th St	2,540	
Carroll Avenue	E 16th to Duff Ave	1,845	
Paulson Drive	E 20th to George Allen Ave	1,540	
Paulson Drive	George Allen to	1,635	
George Allen Ave	Maxwell to E 20th	2,280	
Wilson Ave	16th to 20th	4,120	
Clark Ave	13th to 16th	4,520	
Franklin Ave	Oakland to Woodland St	2,225	
12th St	Grand to Kellogg	5,060	
Gray Ave	Sunset to Greeley St	2,530	
Greeley St	Beach to Pearson Ave	3,255	
Story St	Colorado to Wilmoth Ave	1,280	
Story St	Wilmoth to Howard Ave	2,700	
Story St	Marshall to Crane Ave	2,075	
Pearson	Country Club to Sunset	4,400	
Westwood Dr	Story to Woodland St	2,365	
Hawthorne Ave	Oakland to Woodland St	1,700	
Ellis St	Hillcrest to dead end	2,000	
Hillcrest	West to Woodland St	1,110	
Edison Street	Carnegie to Whitney Ave	2,250	
Stafford	E 13th to dead end	2,935	
Briarwood Place		650	
Oliver Ave	Woodland to Circle	3,085	
TOTAL		59,185	
Street Name and Location (Joint Leveling Slurry)		Estimated LF	Actual LF
Various Locations throughout Ames		15,000	
TOTAL		15,000	