

**MINUTES OF THE REGULAR MEETING OF THE AMES CONFERENCE BOARD  
AND REGULAR MEETING OF THE AMES CITY COUNCIL**

AMES, IOWA

FEBRUARY 26, 2008

**REGULAR MEETING OF THE AMES CONFERENCE BOARD**

The regular meeting of the Ames Conference Board was called to order by Chairperson Ann Campbell at 6:30 p.m. on February 26, 2008. Present from the Ames City Council were Doll, Goodman, Larson, Mahayni, Popken, and Rice. Story County Board of Supervisors present were Clinton, Halliburton, and Strohman. Representing the Ames School Board were Cakerice and Today. Gilbert and United School Districts were not represented.

Chairperson Campbell explained that, after the January 22, 2008, meeting, a clarification was made by City Attorney Doug Marek regarding the composition of the Board: Each of the five separate entities is a voting unit of the Conference Board, and from all of the members of those five entities, at least two members from each of three voting units must be present to constitute a quorum. Since it was now evident that the Ames Conference Board did not have a quorum for the meeting held January 22, 2008, the items from that meeting needed to be placed on this Agenda.

**MINUTES OF THE FEBRUARY 27, 2007, AND JANUARY 22, 2008, CONFERENCE BOARD**

**REGULAR MEETINGS:** Moved by Mahayni, seconded by Halliburton, to approve the minutes of the regular Conference Board meetings of February 27, 2007, and January 22, 2008.

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

**REAPPOINTMENT OF CITY ASSESSOR:** Moved by Goodman, seconded by Cakerice, to adopt RESOLUTION NO. 08-018 approving the reappointment of Greg Lynch as the Ames City Assessor.

Roll Call Vote: 3-0. Resolution declared adopted unanimously, signed by the Chairperson, and hereby made a portion of these minutes.

**REAPPOINTMENT OF A BOARD OF REVIEW MEMBER:** Moved by Today, seconded by Rice, to adopt RESOLUTION NO. 08-019 approving the reappointment of Lowell Greimann to the Board of Review.

Roll Call Vote: 3-0. Resolution declared carried unanimously, signed by the Chairperson, and hereby made a portion of these minutes.

**CITY ASSESSOR'S BUDGET PROPOSALS:** City Assessor Greg Lynch stated that the report given to the Board at its January 22, 2008, meeting showed the City Assessor's Office receiving a 5% overall salary increase. It was agreed at that time that if the City's percentage of salary increase was less than that, the City Assessor's Office percentage would decrease accordingly. That did occur, resulting in a decrease to the total salary package for the City Assessor's Office in the amount of \$1,056 (.25%). Supervisor Clinton asked if the base lowered. Mr. Lynch advised that the 3.5% is the cost-of-living increase, and the decrease from 1.5% to 1.25% was in the merit percentage of increase. He said that this change subsequently lowered the FY 2008/09 Proposed Budget to \$823,147.

Moved by Goodman, seconded by Today, to approve the recommendations of the Assessor's report.

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

Moved by Goodman, seconded by Halliburton, to receive the proposed budget (adoption of budget will occur after the hearing is held).

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

Moved by Goodman, seconded by Halliburton, to set 6:30 p.m. on February 26, 2008, as the date of public hearing on the proposed FY 2008/09 City Assessor's budget.

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

**PUBLIC HEARING ON PROPOSED FY 2008/09 BUDGET FOR AMES CITY ASSESSOR'S OFFICE:** Chairperson Campbell declared the hearing open. There being no one wishing to speak, the hearing was closed.

Moved by Goodman, seconded by Today, to adopt the FY 2008/09 Budget for the Ames City Assessor's Office.

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

Supervisor Clinton acknowledged that copies of a staff report dated September 27, 2005, regarding merging the City and County Assessors' offices had been placed around the dais. He said that he personally believes that the Conference Board should again look at merging the two offices. Chairperson Campbell pointed out that the vote had just been taken to reappoint Greg Lynch as the City Assessor for a period of six years. Mr. Clinton asked to go on record as recommending that the feasibility of a merger of the City and County Assessors' offices be revisited in five and one-half years.

Supervisor Halliburton suggested that a joint meeting of the Conference Boards from the City and the County be held in approximately one year for purposes of discussion and comparing information.

**ADJOURNMENT:** The meeting adjourned at 6:40 p.m.

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

The regular meeting of the Ames City Council was called to order by Mayor Ann Campbell at 6:45 p.m. on February 26, 2008, in the City Council Chambers in City Hall, 515 Clark Avenue. Present from the Ames City Council were Doll, Goodman, Larson, Mahayni, Popken, and Rice. *Ex officio* Member Luttrell was absent.

Mayor Campbell noted that the Agenda indicated that the Regular City Council Meeting would immediately follow the Conference Board meeting. Since it was not yet 7:00 p.m., which is the usual time for convening City Council meetings, she said Public Forum and Item No. 16 pertaining to VEISHEA Committee requests would be postponed until after that time.

**CONSENT AGENDA:** Moved by Mahayni, seconded by Goodman, to approve the following items on the Consent Agenda:

1. Motion approving payment of claims
2. Motion approving minutes of the regular meeting of February 12, 2008, and special meeting of February 19, 2008
3. Motion accepting Report of Contract Change Orders for February 1-15, 2008
4. Motion approving renewal of the following beer permits/liquor licenses:

- a. Class B Wine - Fareway Stores, Inc., 619 Burnett Avenue
  - b. Class C Beer - Gateway Expresse, 2400 University Boulevard
  - c. Class C Liquor - Twentieth Century Bowling, 505 South Duff Avenue
  - d. Special Class C Liquor & Outdoor Service Privilege - Stomping Grounds, 303 Welch Avenue
5. RESOLUTION NO. 08-047 approving reallocation of local option sales tax dollars allocated in FY 2007/08 to Main Street Cultural District
  6. RESOLUTION NO. 08-048 approving Memorandum of Agreement releasing CyRide and City of Ames from liability claims due to any pavement damage on DMACC Hunziker Campus
  7. RESOLUTION NO. 08-049 approving Memorandum of Understanding to continue participation in Iowa Internet Crimes Against Children Task Force
  8. RESOLUTION NO. 08-050 approving State Historical Society Grant-in-Aid Contract for College Heights Intensive and Architectural Survey
  9. RESOLUTION NO. 08-051 approving preliminary plans and specifications for construction of Restrooms at Ada Hayden Heritage Park; setting March 19, 2008, as bid due date and March 25, 2008, as date of public hearing
  10. RESOLUTION NO. 08-052 approving single-source purchase of Replacement Rotor Assembly for Primary Shredder at Resource Recovery Plant from American Pulverizer Company in the amount of \$169,735
  11. RESOLUTION NO. 08-053 awarding contract to Hawkins Water Treatment Group of Slater, Iowa, for Sulphuric Acid for Power Plant for period of March 1, 2008, through February 28, 2009, based on unit price of \$270/ton
  12. RESOLUTION NO. 08-054 approving contract with Pigott, Inc., of Des Moines, Iowa, for \$97,793.03 for furniture for CyRide's office building
  13. RESOLUTION NO. 08-055 approving contract with Gillig Corp. for one 40' Heavy Duty Low-Floor Transit Bus in an amount not to exceed \$335,000
  14. RESOLUTION NO. 08-056 awarding a contract to PB America's, Inc., for completion of Facilities Study for CyRide in the amount of \$44,842.42
  15. RESOLUTION NO. 08-057 approving completion of public improvements and releasing security for Somerset Subdivision, 21<sup>st</sup> Addition
- Roll Call Vote: 6-0. Resolutions declared adopted unanimously, signed by the Mayor, and hereby made a portion of these minutes.

**REQUESTS FROM ISU SKI AND SNOWBOARDING CLUB FOR CAMPUSTOWN RAIL**

**JAM:** Assistant City Manager Sheila Lundt advised that there is one major change from last year: the location of the event will move from Welch Avenue to Chamberlain Street. This move was made to remedy some problems that were encountered last year, i.e.,

1. Spectators, particularly those waiting to enter nearby bars, were throwing items at other spectators and event participants.
2. Clean-up proved to be problematic.

Ms. Lundt stated that, because the street light poles are behind the curbs on Chamberlain, clean-up should be faster than on Welch. She said snow will be pushed east toward Stanton, and there loaded onto trucks. Last year, trucks were loading snow on Welch, and individuals exiting the bars were walking behind the trucks and the end loader.

A question was raised by Council Member Larson regarding the liability for this event. Ms. Lundt

advised that the City will receive a Certificate of Insurance from Iowa State University; it will name the City as an additional insured.

Moved by Popken, seconded by Rice, to adopt RESOLUTION NO. 08-062 approving waiver of parking enforcement on Chamberlain Street, between Welch and Stanton, from 11:00 a.m. on March 1 until 8:00 a.m. on March 2.

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

Moved by Popken, seconded by Rice, to adopt RESOLUTION NO. 08-063 approving closure of Chamberlain Street, between Welch and Stanton, and Chamberlain Parking Lot Y from 2:00 p.m. on March 1 until 8:00 a.m. on March 2.

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

Moved by Popken, seconded by Rice, to adopt RESOLUTION NO. 08-065 waiving fees for use of electricity during the event.

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

**ISU/AMES LAW ENFORCEMENT COMMUNITY RELATIONS SPRING 2008 CAMPAIGN:**

Chief Chuck Cychosz said that for the past two years, the City has partnered with ISU on a community relations campaign in the spring in an attempt to open up conversation with students and residents of the South Campus Area Neighborhood. He explained that the goal of the campaign is to create opportunities for law enforcement to interact with students and the Ames community population in a proactive manner. By generating dialog about expected behavior, i.e., safe parties and safe events, and distributing materials that reinforce those expectations, there has been a trend toward more cooperation, especially in light of the upcoming VEISHEA celebration. The cost of the campaign is expected to be \$12,000 for T-shirts and related promotional items, with ISU Department of Public Safety and the Ames Police Department each contributing \$6,000.

Moved by Popken, seconded by Larson, to adopt RESOLUTION NO. 08-061 approving an allocation of up to \$6,000 for partial funding of ISU/Ames Law Enforcement Community Relations Spring 2008 Campaign.

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

**LAND USE POLICY PLAN (LUPP) AMENDMENT PERTAINING TO GOVERNMENT/ENVIRONMENTALLY SENSITIVE LAND:**

Planning & Housing Director Steve Osguthorpe stated that on December 5, 2007, the Planning & Zoning Commission held a public meeting on proposed amendments to the City's Land Use Policy Plan (LUPP) that would identify land uses on lands owned by government agencies currently under the titles "Government/Airport" and "University/Affiliated." Mr. Osguthorpe gave a chronological summary of the events following that public meeting, including staff's meetings with representatives of Iowa State University and the Ames Community School District. He reminded the Council that it had requested staff to receive additional information on ISU property as well as Ames School District property known as the Middle School Athletic Field (located on the south side of West Lincoln Way off South Wilmoth Avenue).

Director Osguthorpe brought to the Council's attention the following changes suggested by Iowa

State University's representative Cathy Brown:

1. Change the proposed Medium-Density Residential in the areas commonly known as University Village and Schilleter Village to a High-Density Residential designation to reflect current densities in those Villages.

Mr. Osguthorpe said that staff analyzed this proposal and found that, while densities in those areas appear to be high, they are actually lower than the allowable densities under the Medium Density designation. Elaborating, he said that the total square footage of both Villages is 3,500,000 and includes 760 units. Allowable units under the Medium Density designation would be approximately 1,944, but under the High Density designation, 3,500 units would be allowed. After discussing those findings with Ms. Brown, she concurred that the Medium Density Residential designation should remain.

2. Change the area near University Boulevard and South 16<sup>th</sup> Street, commonly known as the College of Veterinary Medicine (CVM), to University/Affiliated rather than Low-Density Residential to reflect ISU's intent to substantially develop the land for CVM programs.

According to Director Osguthorpe, staff felt that this change was logical given the University's intended use for the property.

3. Extend the Village/Suburban Residential designation to the area near State Avenue known as the Curtiss Farm.

Mr. Osguthorpe said that, since this area is surrounded by agricultural uses and there is no other residential designation that might be extended, staff believes it would be logical to extend the existing Village/Suburban Residential designation into it.

4. Change the designation in the portion of Veenker Golf Course that is elevated above the floodplain from the proposed Parks and Open Space land use designation to Low-Density Residential designation.

Per Director Osguthorpe, staff agrees with this proposed change.

Mr. Osguthorpe advised that he had also met with Ames School District Superintendent Linda Beyea regarding the property located on the south side of West Lincoln Way off South Wilmoth Avenue (Middle School Athletic Field). He discussed three land use options with Ms. Beyea, which were as follows:

1. Highway-Oriented Commercial (HOC) along Lincoln Way frontage; Low-Density Residential along remaining south portion of site (accessed off of Wilmoth Avenue)
2. Residential High-Density along Lincoln Way frontage; Low-Density Residential along remaining south portion of site.
3. Low-Density Residential on the entire site.

According to Director Osguthorpe, Dr. Beyea acknowledged that a commercial designation would increase the property's market value, but expressed the School District's desire to encourage single-family housing with the Ames School District. In that respect, a Low-Density Residential

designation would have value. No final opinion was given by Dr. Beyea during the meeting, but she indicated that she might wish to comment after she had the opportunity for further review of the options.

Director Osguthorpe informed the Council that after the meeting of the Planning & Zoning Commission, staff discovered that the property on the southwest corner of Lincoln Way and Wilmoth Avenue is currently designated as "Government/Airport," apparently due to an assumption that these parcels were part of the adjacent School District's site. However, they are actually under private ownership. Staff, therefore, is recommending that the government land designation be eliminated and the land be designated Low-Density Residential, which is consistent with the designation recommended for the abutting School District site.

According to Mr. Osguthorpe, the Planning & Zoning Commission, at its meeting of February 6, 2008, recommended approval of the LUPP map amendments with changes as proposed by ISU, except to retain the Medium-Density Residential designation on the University and Schilleter Villages, and with the entire Middle School Athletic Field site being designated as Low-Density Residential.

Council Member Goodman asked if it were possible to note the discussion regarding whether the property at Lincoln Way and Wilmoth should be Highway-Oriented Commercial or Low-Density Residential on the Land Use Map so that the history is captured for future City Council members' review. Mr. Osguthorpe said that it was not a common practice, but perhaps a footnote could be placed on the Map.

Council Member Larson said that he noticed on the Land Use Map for the Middle School site, it shows One- and Two-Family Residential. He asked what zoning designation would match up with that land use designation. Mr. Osguthorpe said that, at the present time, the zoning designation almost exactly mirrors the land use designation, so the same zone would be applied. Mr. Larson pointed out that if the Middle School site is designated as Single-Family, market conditions could show over time that nothing is going to develop there and the zoning might have to be intensified. He felt that there is concern about this area becoming a strip commercial area. Also, multi-family (apartments) would not be desirable there. Council Member Larson asked if any thought had been given to something in between Medium-Density and single-family. He gave an example of the duplexes in Northern Lights, which seem to work well. Director Osguthorpe advised that that type of discussion and analysis would occur at the time of a rezone. He explained that what is requested now is just a change to the Land Use Map; anything more specific would be addressed at the time of a rezoning. Council Member Larson said that he brought it up now because it appears to be more difficult to change the Land Use Policy Plan in order to rezone property. He pointed out that there is a designation shown that could be used along Lincoln Way that would be slightly more intense than single-family, but not to the level of apartments. Mr. Osguthorpe advised that if the property in question were to be designated Residential, staff would need to address the buffering, access, and frontage issues; that would be done at the time of the rezone.

Moved by Doll, seconded by Popken, to adopt RESOLUTION NO. 08-066 approving the LUPP Map amendments with (a) changes as proposed by ISU, except to retain the Medium-Density Residential designation on the University and Schilleter Villages properties; and, (b) designating the entire Middle School Athletic Site, and the properties on the southwest corner of the

intersection of Lincoln Way and Wilmoth Avenue that abut the School District site, as Low-

Density Residential.

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

**PUBLIC FORUM:** No one spoke during this time.

**REQUESTS RELATED TO VEISHEA 2008:** Assistant City Manager Lundt introduced Adam Theis, Entertainment Co-Chair for VEISHEA 2008. Ms. Lundt summarized the requests regarding street closures and funding for the pancake feed.

Moved by Mahayni, seconded by Goodman, to adopt RESOLUTION NO. 08-058 approving temporary street closures for VEISHEA parade on April 12, 2008.

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

Moved by Mahayni, seconded by Goodman, to adopt RESOLUTION NO. 08-059 approving closure of left turn lanes at Lincoln Way/Welch Avenue and at Lincoln Way/Union Drive on April 11 through 13, 2008.

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

Moved by Mahayni, seconded by Goodman, to adopt RESOLUTION NO. 08-060 approving an allocation of \$6,300 for contribution towards the pancake feed.

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

**2008/09 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ANNUAL ACTION PLAN PROJECTS:** Housing Coordinator Vanessa Baker-Latimer gave a brief overview of the CDBG Program to update the Council on how the Program works. Covered were key definitions, primary and national objectives of the Program, eligible and ineligible Program activities, Program caps, Consolidated Plan goals, and a timeline for the next steps.

Ms. Baker-Latimer advised that CDBG funds are strictly to be used to benefit low- and moderate-income persons. The Department of Housing and Urban Development (HUD) has defined low- and moderate-income as that which does not exceed 80% of the County median income. That is one of the main criteria used to determine eligibility

The primary objective of the CDBG Program is to develop a viable community for low- and moderate-income persons to have suitable housing and living environments and expanded economic opportunities. Ms. Baker-Latimer advised that Ames, as an entitlement community, over a five-year period, must expend 70% of its aggregate CDBG funds on low- and moderate-income persons; that does not include administration costs.

There are three main national objectives that must be met when CDBG funds are used:

1. To benefit low- and moderate-income persons
2. To eliminate slums and blight
3. To meet urgent need-based on natural disasters occurring in the community (e.g., after a flood, to move people out of the floodplain and demolish the properties)

Those national objectives are further broken down into categories, and those were explained by Ms. Baker-Latimer.

Specifically prohibited activities would be building for conduct of local government and general government expenses, political activities, new housing construction, income payments, purchases of equipment, and some operating and maintenance expenses. Ms. Baker-Latimer advised that there are some exceptions for economic development, community-based organization activities, and interim assistance.

Ms. Baker-Latimer explained that the City is free to select from the eligible activities those that best meet the needs of the national objectives and the requirements of the CDBG Program. She read a list of what those activities could include. It was noted that public service activities have a cap on the amount that may be spent. A public service activity must be a new or quantifiable increase in the level of service that has been provided on behalf of the local unit of government. According to Ms. Baker-Latimer, this requirement is basically in the Program to prevent communities from substituting CDBG funds for a program that the community has been funding for years. Also having a cap is the economic development program. The City has not done any economic development activities due to other incentive programs and offerings available in the community.

Ms. Baker-Latimer advised that notice had been received by the City from HUD that there had been an error in the calculations of entitlement funds. The City will receive \$479,690, which is \$30 more than expected. She said that 20% of that total may be used for administrative costs.

Regarding the use of CDBG funds, the City must also abide by Fair Housing, Equal Opportunity, and Handicapped-Accessibility laws. An environmental review has to be done, and lead paint and fair labor standards, and the Acquisition Relocation Uniform Act must be followed.

According to Ms. Baker-Latimer, in order to receive CDBG funds, the City must submit a Consolidated Plan to the Department of Housing and Urban Development (HUD); it is the planning document for the jurisdiction. She noted that the City's first Consolidated Plan was submitted and approved by HUD in August 2004. As part of the Plan, the City must identify, prioritize, and describe how it will address the general needs of low- and moderate-income persons over a five-year period. The goals and priorities must address: (1) the housing and community development needs of low- and moderate-income persons and (2) the housing and community development needs of non-low- and moderate-income persons in the community.

Ms. Baker-Latimer reminded the Council that it had adopted priorities and goals for inclusion in the City's 5-Year Consolidated Plan after it first became an Entitlement Community. CDBG funds should be used to:

1. Construct, acquire, and rehabilitate affordable housing and support homeowners, homebuyers, and renters to obtain and remain in affordable housing.
2. Support a continuum of new or expanded housing and services targeted for homeless, transitional housing clients, and persons with special needs.
3. Increase or improve public facilities, infrastructure, and services.



4. Expand opportunities by assisting with business development and by providing training and access to employment.
5. Support activities and services that meet the social, health, recreational, and educational needs of low- and moderate-income residents.

The goal for addressing those who are not of low- and moderate-income was that CDBG funds should be used for slum and blight removal in non-low- and moderate-income areas to assist in redevelopment projects and increase the number of sustainable housing units through acquisition, demolition, and reconstruction. To date, CDBG funds have not been provided to address the development needs of non-low- and moderate-income persons.

Components of the Consolidated Plan were defined by Ms. Baker-Latimer. She advised that the Annual Action Plan is one part of the Consolidated Plan, and it details the activities that will be undertaken to address one or more of the priority goals. During the past two years, the City has focused on achieving Goals 1 and 2. The CAPER (Consolidated Annual Performance Evaluation and Review) must be submitted at the end of each year. It shows how the funds were spent and documents who were the beneficiaries of the funds. A 15-day comment period is allowed annually on that report. If any comments are received, they must be made available to the public and forwarded to HUD.

Ms. Baker-Latimer gave a brief chronological summary of the Program allocations from HUD since 2004. Over the past five years, funds have been decreasing; there has been a net loss of funds over the past four years in the amount of \$109,310. She encouraged the Council members to talk to legislators about continuing and not cutting CDBG Program funding.

The proposed Program budget for 2008/09 was detailed by Ms. Baker-Latimer. CDBG funds of \$479,680 less administrative costs of \$95,000 leaves a balance of approximately \$383,000 for programming. Ms. Baker-Latimer strongly emphasized that the City is anticipating to roll-over approximately \$734,000. Program income will also be received from the sale of houses through the Acquisition/Reuse Program. With those additions, the total budget will be approximately \$1,282,490. Program income must be spent down before the CDBG allocation, and that is why there are significant funds to be rolled-over to the next year.

Program Activities being proposed are:

1. Human Service Campus Acquisition	\$ 600,000
2. Affordability Programs (deposit, utilities, childcare, transportation)	101,000
3. Homebuyer Assistance Program (down-payment/closing costs)	100,000
4. Neighborhood Housing Improvement Program (rehabilitation)	281,490
5. Neighborhood Curb Replacement Program	100,000
6. Acquisition/Reuse Program	<u>100,000</u>
	<u>\$1,282,490</u>

It was pointed out that \$600,000 is recommended to go towards the human service campus acquisition, which is considered a public facilities activity, and the neighborhood sustainability programs will total approximately \$682,000. The neighborhood sustainability programs are designed to strengthen core neighborhoods. City Manager Steve Schainker acknowledged that neighborhood sustainability is in keeping with the City Council's goal to strengthen neighborhoods.

It was clarified by Ms. Baker-Latimer that the funds will be budgeted as above-referenced, and as residents apply for programs, the money will be allocated. It depends on that participation as to how much is rolled-over to the next year; however, HUD requires a certain percentage of funds to be spent by May 2 of every year. Mr. Schainker added that revenue will come in as homes acquired under the Program are sold.

Council Member Larson asked how rolled-over funds had accumulated to such a high total. Ms. Baker-Latimer advised that a significant portion of the funding received during the start-up year was rolled over as staff was being trained on how to administer the Program. The down-payment and closing cost program and the acquisition/reuse program create income, which must be spent before the CDBG allocation. She further explained that the Homebuyer Assistance Program is actually a low-interest loan; it is repaid over a period of 12 years. Homes are purchased under the Acquisition/Reuse Program and then sold to eligible homebuyers or a non-profit organization, which also generates income. Mr. Larson asked if Council could receive a document indicating anticipated cash flow projection. He specifically would like to know how much revenue will be generated from past commitments, e.g., properties owned that will be sold, repayments on low-interest loans, etc. Ms. Baker-Latimer advised that approximately \$3,000/annually is received from the down-payment program.

Council Member Mahayni asked if any funds were designated for non-profit agencies to rehabilitate properties. Ms. Baker-Latimer stated that no funds are proposed to be allocated to the Minor-Repair for Non-Profits Program. She said that only a small number of non-profit organizations met the criteria for homeownership. Two or more liens/property had accumulated, and HUD indicated that was too many, so the City must wait until those five-year liens are removed before that Program is instituted again.

Council Member Doll asked if HUD ever becomes concerned about the amount of funds being rolled-over. Ms. Baker-Latimer said that it could be detrimental to the City if too many funds were rolled over; HUD requires a certain percentage of the funds to be spent. Over the past four years, the City has met the requirement. She said that HUD is supportive of the City allocating \$600,000 for the human services campus and is excited about the City having an eligible project that would require that level of expenditure.

Council Member Goodman asked where the funds would be going if not allocated for the human services campus. Ms. Baker-Latimer advised that funding would be increased for the Curb Replacement Program and the Housing Improvement Program. He also asked to know the basis behind the requested \$600,000 funding. Ms. Baker-Latimer said that funding for other programs was calculated first and then it was determined to recommend \$600,000 for seed money for the purchase of a building for the human services campus. Mr. Goodman asked if the remainder of the programs were being funded at the same level as last year. According to Ms. Baker-Latimer, the Acquisition/Reuse Program is the only one that is not being funded at the same percentage as last year; some of its money was moved to the Housing Rehab Program.

Council Member Goodman asked for a description of the Rehabilitation Program. Ms. Baker-Latimer advised that the Program is designed to assist eligible homeowners by issuing grants of up to \$20,000 to repair their homes. She noted that \$281,000 is allocated for this Program. There is no requirement for the homeowner to have lived in the house for any number of years, but the deferred grant is an incentive for people to remain in their homes for at least five years. Mr. Goodman said that he wants to make sure that people are aware of this grant opportunity before purchasing homes in the City's core neighborhoods. He suggested that the City partner with the

real estate community to further educate prospective homeowners. Ms. Baker-Latimer advised that this Program was switched to a grant from a loan program, which has generated a tremendous amount of interest; \$100,000 was expended in one month.

Council Member Larson pointed out that the numbers on the spreadsheet attached to the Council Action Form did not match the numbers given by Ms. Baker-Latimer, specifically, the Housing Rehabilitation Program showed \$231,000, but she said \$281,000. Ms. Baker-Latimer explained that \$50,000 had been moved from the Curb Replacement Program, but it did not get changed on the spreadsheet. She advised that the spreadsheet also includes the \$95,932 administrative costs.

Mayor Campbell asked for an update on the feasibility of a human services campus.

Assistant City Manager Lundt advised that Letters of Intent had been received from Heartland Senior Services and Ames Community Preschool Center (ACPC). The Board for the RSVP has voted to participate and its Letter of Intent is expected prior to March 1. The MICA Director has sent an email that the Board has approved submitting a Letter of Intent. The Richmond Center Board President has also sent an e-mail that the Letter of Intent is on its way. The United Way Director has informed staff that its attorney is looking over the Letter of Intent prior to submittal, and the Red Cross Acting Director and a Board member have informed staff that it wants to move into the Campus as soon as its building is sold. If the building is sold before the campus is complete, temporary space will need to be leased. ARC of Story County is submitting its Letter of Intent. A new participant, Aging Resources, confirmed its interest today, and the Foster Grandparents Program is still interested, but it has no sponsoring agency at this point.

Council Member Popken asked which agencies would be expanding as well as relocating. Ms. Lundt advised that Heartland will be expanding; its transportation program might have to remain at its current site. The Ames Community Preschool Center will retain its programs at the current site, except its infants and toddlers programs will move to the new site. RSVP will be relocating its Ames office and retaining its Story City site as well. MICA would be moving all programs except its dental clinic; discussions are continuing about the dental clinic. The Richmond Center, United Way, Red Cross, ARC, Aging Resources, and the Foster Grandparents Program would be moving all programs to the new site.

Council Member Larson asked if Aging Resources is a governmental agency. Assistant Manager Lundt advised that it is a governmental agency that receives federal funding. Mr. Larson asked if any discussion had been held regarding differentiation in scale of the leases between non-profit agencies, which rely on City funding, versus federal government agencies, which typically rent space at a higher cost. Ms. Lundt said that Aging Resources now rents space located in the Red Cross building. At this point, she is not certain how the leases would be written.

In light of the number of agencies now wanting to participate and an ultimate limited amount of space, Council Member Larson asked if criteria or priorities have been established about how much space will be allowed to each agency and which agencies will be allowed to be included. Ms. Lundt indicated that a discussion on that topic had not occurred; however, it needs to in the near future.

Council Member Popken stated that he had been questioned why MICA is moving from its downtown location. He noted that other services depend on MICA downtown, e.g., the Emergency Residence Project. There is concern that services for the end-client user would decline if MICA were moved from its current location. Ms. Lundt advised that there are currently several

organizations experiencing pressure to expand or relocate, and locations in Central Ames/Downtown were considered. One such location was near the Richmond Center, but it would have required several houses to be demolished. Commercial land was also looked at; however, it was not for sale and it was unknown what it would have taken to acquire that land. After the study, it was determined that the human services building needed to be approximately 40,000 square feet in size, and it was difficult to find that amount of space in the Downtown.

Mr. Popken said one of the themes that he sees developing in the list of agencies to participate was senior services. He suggested that the scope for the human services campus be narrowed to be a senior services area, which would allow space for future expansion of those agencies.

Assistant Manager Lundt stated that, currently, MICA is located in the Story County Human Services Building and the Richmond Center, but would like to consolidate. Mayor Campbell noted that MICA's current space may no longer be available in the near future. Addressing that, Deb Schildroth, representing Story County Community Services, advised that was a true statement. Currently, the Story County Human Services Center houses the Department of Human Services (DHS), Juvenile Court Services, MICA, the County Attorney, and Story County Community Services. By Code, the County is required to provide space to DHS and Juvenile Court. The DHS and Community Services are both needing additional space. In looking at what options were available in the building, MICA advised that it was looking at moving its services located at the Richmond Center to the proposed human services campus, and now, it is anticipating moving all of the services. Discussions are now being held concerning allowing MICA to remain in the County Building until alternative space is available.

Regarding the expenditure of \$600,000, Council Member Goodman asked if the City could take a neighborhood and create a territory where HUD funds could be applied, but don't necessarily connect to individuals. Ms. Baker-Latimer said that would be possible if a Strategic Area were created. The City would need to prove to HUD that this meets the criteria for establishing such an Area within the community. It is quite a lengthy process, and it was suggested by HUD representatives that since Ames is in the fifth year of its Consolidated Plan, it would be better to wait until the next year when the City has to submit a new Plan to incorporate the Strategic Area and show certain projects in that concentrated area.

Council Member Doll asked what would happen if the fund-raising feasibility study indicated that this project would not be successful and the human services campus does not come to fruition. Ms. Lundt said that she believed the majority of the agencies would conduct independent fund-raising campaigns. Mayor Campbell added that all discussions to this point have been forthright about the possibility that the project will not move forward if adequate fund-raising cannot be achieved.

Council Member Goodman noted that when this project first was discussed, it was his understanding that the City's role was going to be one of facilitation, but now it looks like the City's role is going to be one of contributing over a half-million dollars. He asked why, at this stage, the City would move forward with that kind of a contribution without the fund-raising feasibility study being done. He felt that the best role for the City, in general, is to fund services, and the best fund-raising role is to fund the building. The fund-raising campaign has not moved forward yet, and he felt that it was premature for the City to commit funds to buy the building. Mr. Goodman said that the change in roles happened rather quickly and was not in the right order. Housing Coordinator Baker-Latimer said that helping to fund the human services campus

presented an opportunity to draw down the funds and meet HUD's timelines. It also creates a huge LMI benefit towards the completion of the last year of the Consolidated Plan.

Council Member Larson asked if the project does not move forward, what happens to the \$600,000. Ms. Baker-Latimer reviewed the timeline for the next steps. She indicated that the Action Plan needs to be submitted to HUD by May 17, 2008. If fund-raising efforts are not successful, an amendment to the Plan would need to be submitted to HUD.

Again voicing his concerns that many services would be moved from the central part of Ames, Council Member Popken asked if it would be possible for a human services agency to use the current Heartland Services building if it would meet its needs. Ms. Lundt advised that a building assessment would need to be conducted to determine what improvements, e.g., mechanical or building updates, would be necessary. According to Ms. Lundt, the building consists of approximately 7,000 to 8,000 square feet. Council Member Popken suggested that the reuse of the Heartland Building for some agencies be included in the study, if possible. Council Member Rice concurred. Council Member Larson noted that there will be an increased number of vacant buildings in the downtown area available for other agencies if the interested agencies move to the new human services center.

Council Member Goodman again explained his concern over the role that the City would be playing towards the human services center project. He elaborated that he views this as the City contributing \$600,000 towards the flight of human service agencies from the downtown area, pointing out that one of the Council's goals is to strengthen core neighborhoods. Mr. Goodman said that those funds could be used instead to help fix up at least 30 homes under the Rehabilitation Program and perhaps get them back under single-family ownership. He pointed out that the fund-raising campaign has not yet started, and perhaps that \$600,000 could come from private donations. Council Member Doll said that the City Council had discussed, from the beginning, the possibility of a large contribution of CDBG funds; it had been quite evident to him from past discussions. Mr. Doll compared the two projects, stating that 30 homes being fixed up would help a limited number of families; however, the human services campus would provide services for hundreds. Mayor Campbell said that she thought that she had made it very clear in all past discussions, including meeting individually with the Council members, that CDBG funds being allocated to the human services campus was a possibility.

Council Member Mahayni asked to know the estimated total cost of the project. Ms. Lundt said that it is estimated to be about \$6 to 7 million. Mr. Mahayni pointed out that out of the \$6 to 7 million, it would only cost the City \$600,000. He pointed out that contributing CDBG funds to the human services campus is another means to help the ASSET agencies funded annually by the City. Council Member Mahayni noted that most of the questions being asked tonight had been previously answered. He perceives the City's contribution of CDBG funds as a clear indication that it backs the project.

Council Member Goodman stated that he supports this project in general. He thinks it is a great thing for the community, and a great opportunity, but he is having a difficult time with it because of conflicting goals and goods. For him, this discussion was helpful because it looked at all the possible elements.

Moved by Rice, seconded by Mahayni, and to adopt RESOLUTION NO. 08-067 approving the proposed 2008/09 Annual Action Plan Program projects in connection with the City's Community Development Block Grant Program, as presented by Housing Coordinator Latimer.

Roll Call Vote: 5-1. Voting aye: Doll, Larson, Mahayni, Popken, Rice. Voting nay: Goodman. Resolution declared adopted, signed by the Mayor, and hereby made a portion of these minutes.

The meeting recessed at 8:35 p.m. and reconvened at 8:43 p.m.

**PRESENTATION OF “COOL CITIES” INITIATIVE:** Fleet Services Director Paul Hinderaker gave a presentation on the City’s “Cool Cities” Initiative. He reminded the Council that it had adopted the U. S. Mayors’ Climate Protection Agreement to support that Initiative and define the City’s role in reducing greenhouse gas emissions. Mr. Hinderaker pointed out that one of the City Council’s goals is to commit to make Ames a more environmentally sustainable community.

As part of that, the City Manager created a team of City employees to assist the City Council in implementing the Initiative, which included five steps:

1. Create a base year inventory of greenhouse gas emissions from all City operations
2. Set emission reduction goals and target dates
3. Develop strategies to reduce emissions in City operations
4. Implement the strategies
5. Monitor and report on progress

Per Mr. Hinderaker, a software program that is designed to convert energy data into tons of CO<sub>2</sub> greenhouse gas emissions and pounds of other air pollutants is being used by the City to develop this program. In accordance with the Council’s goal of “Going Green,” the initial thrust of this Initiative is directed toward City operations, and the software is designed to analyze emissions in regard to buildings, fleet, and streetlights.

Director Hinderaker reviewed each of the City’s ECOsmart concepts for a sustainable future. The data collection component (base year inventory) by sector - building, fleet (City and CyRide), and street light (traffic signals, sirens, parks, and pools) - was explained in detail. Electrical and natural gas consumption by City building, fuel consumption by fleet sector, and electrical consumption by street light sector had been charted and were explained. The City’s carbon footprint, including history from 2001-2006 and the base year, was described based on greenhouse gas emissions for each sector.

The employee team had asked Mr. Hinderaker to share progress to date, which he did.

Council Member Larson asked to know if the other cities were establishing their goals on a per capita basis. Mr. Hinderaker advised that population was not a factor in the software.

The next step for the City Council is to establish a goal for reducing carbon emissions. City Manager Schainker recommended that the employee team indicate what might be possible before the Council makes its decision. He anticipates that staff could come back to Council with suggestions within three months.

Noting that the City allocated \$20,000 for an energy educational campaign, Council Member Mahayni suggested that the City partner with the University to hold a week-long conference to engage residents, schools, and the business community.

**FURMAN AQUATIC CENTER:** Parks & Recreation Director Nancy Carroll described the events that had occurred over the past seven months since the referendum on the Aquatic Center. Ms.

Carroll explained the general features included in the plans and specifications for this project. She advised how the number of parking spaces was determined due to the Code not being specific as to the requirement for an outdoor aquatic complex.

Director Carroll pointed out that the site comprises approximately 40 acres and the complex will occupy approximately ten (10) acres. She described how the site was designed to take advantage of the natural setting.

The estimated budget for the facility is \$9,648,000. Funding for the project includes G. O. Bonds, the Furman gift, Sales Tax Refund, and interest on the Furman gift.

Ms. Carroll advised that an add alternate for a dual speed slide and deduct alternates for irrigation, decorative fencing, and an asphalt versus concrete parking lot have been included in the plans and specifications. The deducts total approximately \$144,000. Efforts made to date for floodway management of the 40 acres were described by Ms. Carroll. She said that \$60,000 has been included for future improvements.

According to Ms. Carroll, bids are due on March 26 with approval of the contract on April 8, 2008. Construction will occur after approximately May 1, 2008, and be completed by June 2009.

Moved by Mahayni, seconded by Popken, to adopt RESOLUTION NO. 08-068 approving preliminary plans and specifications for construction of the Donald and Ruth Furman Aquatic Center; setting March 26, 2008, as bid due date and April 8, 2008, as date of public hearing. Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these minutes.

**AGREEMENT FOR AUDIT SERVICES:** Finance Director Duane Pitcher advised that professional guidance from GMFOA formerly was for auditor rotation; however, that is no longer the case. He advised that, with the expected increase in audit costs and limited availability of firms qualified to conduct governmental audits, staff believes that it is very unlikely that the RFP process would result in lower costs than have been provided in a quote from EideBailly. Also, staff is concerned that qualified firms might be fully booked for the short-term. According to Mr. Pitcher, EideBailly remains fully independent and has rotated the partner in charge of the City's audit beginning with the FY 2007 Audit.

Moved by Larson, seconded by Doll, to adopt RESOLUTION NO. 08-069 waiving the purchasing policy regarding requests for proposals for professional services and approving the agreement with EideBailly, LLP, to provide audit services. Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these minutes.

**HEARING ON PROPOSED SALE OF CITY-OWNED PROPERTY LOCATED AT 622-13TH STREET:** Mayor Campbell opened the public hearing. There being no one wishing to speak, the hearing was closed.

Moved by Rice, seconded by Doll, to adopt RESOLUTION NO. 08-070 approving the contract for sale of property to Habitat for Humanity.

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

**HEARING ON ISSUANCE OF GENERAL OBLIGATION CORPORATE PURPOSE BONDS (PRE-LEVY):** The public hearing was opened by the Mayor. She closed same after no one asked to speak.

Moved by Mahayni, seconded by Popken, to adopt RESOLUTION NO. 08-071 approving issuance of General Obligation Corporate Purpose Bonds in an amount not to exceed \$6,892,573. Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these minutes.

**HEARING ON POWER PLAN COAL HANDLING SPRINKLER SYSTEM PROJECT:** The Mayor opened the hearing and closed it after no one came forward to speak.

Brian Trower, Assistant Director of Electric Services, explained that staff will continue to evaluate the project in conjunction with the consulting engineer.

Moved by Goodman, seconded by Larson, to accept the report of no bids.  
Vote on Motion: 6-0. Motion declared carried unanimously.

**HEARING ON 2006/07 ANNUAL TRAFFIC SIGNAL PROGRAM (LINCOLN WAY/WELCH AVENUE):** The hearing was opened by the Mayor. There was no one wishing to speak, and the Mayor closed the public hearing.

Moved by Goodman, seconded by Mahayni, to adopt RESOLUTION NO. 08-072 approving final plans and specifications and awarding contract to Voltmer, Inc., of Decorah, Iowa, in the amount of \$140,922.07.  
Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these minutes.

**HEARING ON 2007/08 ANNUAL TRAFFIC SIGNAL PROGRAM (LINCOLN WAY/LYNN AVENUE):** Mayor Campbell opened the public hearing. No one asked to speak, and the hearing was closed.

Moved by Goodman, seconded by Mahayni, to adopt RESOLUTION NO. 08-073 approving final plans and specifications and awarding contract to Voltmer, Inc., of Decorah, Iowa, in the amount of \$122,202.48.  
Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these minutes.

**HEARING ON WATER POLLUTION CONTROL FACILITY TRICKLING FILTER BUILDING HVAC HEAT RECOVERY UNIT:** The Mayor opened the public hearing. There was no one who wished to speak, and the Mayor closed the hearing.

Moved by Mahayni, seconded by Goodman, to adopt RESOLUTION NO. 08-074 approving final plans and specifications and awarding contract to C & K Heating, Air Conditioning, and Plumbing of Ames, Iowa, in the amount of \$84,060.  
Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these minutes.

**ORDINANCE REZONING PROPERTY LOCATED AT 329 SOUTHEAST 5<sup>TH</sup> STREET:**  
Moved by Mahayni, seconded by Goodman, to adopt ORDINANCE NO. 3948 rezoning property



located at 329 Southeast 5<sup>th</sup> Street from “A” (Agricultural) to “HOC” (Highway-Oriented Commercial).

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

**COMMENTS AND FUTURE AGENDA ITEMS:** Moved by Larson, seconded by Mahayni, to refer to staff the letter of Hunziker & Associates dated February 26, 2008, requesting a change to the LUPP Map.

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

**ADJOURNMENT:** Moved by Doll, seconded by Goodman, to adjourn the meeting at 9:52 p.m.

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Diane R. Voss, City Clerk

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Ann H. Campbell, Mayor