

**AGENDA**  
**MEETING OF THE AMES AREA METROPOLITAN PLANNING ORGANIZATION**  
**TRANSPORTATION POLICY COMMITTEE AND**  
**REGULAR MEETING OF THE AMES CITY COUNCIL**  
**COUNCIL CHAMBERS - CITY HALL**  
**JUNE 28, 2011**

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

**AMES AREA METROPOLITAN PLANNING ORGANIZATION**  
**TRANSPORTATION POLICY COMMITTEE MEETING**

**CALL TO ORDER:** 7:00 p.m.

1. Public Hearing on proposed FY 2012-2015 Transportation Improvement Plan (TIP):
  - a. Motion approving FY 2012-2015 Transportation Improvement Plan

**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.

**RECOGNITION:**

1. Ames High School Girls and Boys Tennis Teams

**PRESENTATION:**

2. Presentation of *Material Recovery Facility of the Year* Award to Resource Recovery Plant
3. Presentation by Story County Auditor's Office on Redistricting

**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.

4. Motion approving payment of claims
5. Motion approving Minutes of Regular Meeting of June 14, 2011
6. Motion approving Report of Contract Change Orders for June 1-15, 2011
7. Motion approving certification of civil service applicants
8. Resolution approving and adopting Supplement No. 2011-3 to *Municipal Code*
9. Resolution approving appointment of Council Member Jami Larson to Ames Economic

#### Development Commission

10. Resolution approving 2011/12 Pay Plan
11. Resolution approving Title VI of the *1964 Civil Rights Act* Compliance Plan
12. Resolution approving 2011/12 Human Service Contract with Big Brothers/Big Sisters of Central Iowa, Inc.
13. Resolution approving 2011/12 Human Service Contract with American Red Cross, Lincoln Way Chapter
14. Resolution approving renewal of lease for office space at 428 - 5<sup>th</sup> Street (Information Technology)
15. Resolution approving Contract for Arts Funding for Fall 2011
16. Resolution approving preliminary plans and specifications for Grand Avenue Extension (from South 16<sup>th</sup> Street north approximately 400 feet); setting July 19, 2011, as bid due date and July 26, 2011, as date of public hearing
17. Resolution waiving formal bidding requirements and awarding a contract to sole provider Sungard Public Sector at an estimated cost of \$84,369
18. Resolution awarding contract to DB Acoustics of Marion, IA, in the amount of \$62,060 for Auditorium Sound System
19. Resolution awarding contract to Milsoft Utility Solutions of Abilene, Texas, in the amount of \$223,294.71 for Outage Management System and Data Conversion for Electric Services
20. Resolution awarding contract to Con-Struct, Inc., of Ames, IA, in the amount of \$55,000 for Homewood Golf Course Storm Sewer Repair
21. Resolution approving contract and bond for Water Treatment Plant Well Rehabilitation Project (Year 5)
22. Resolution approving contract and bond for 2009/10 and 2010/11 Asphalt Pavement Improvements Project
23. Resolution approving contract and bond for 2011/12 Collector Street Pavement Improvements Project (Hayes Avenue)
24. Resolution approving Change Order for Power Plant Oil Ignitor System Study
25. Resolution accepting completion of ISU Vet Med Substation 15 k-V Metalclad Switchgear
26. Resolution accepting completion of ISU Vet Med Substation Power Transformers
27. Resolution approving Plat of Survey for 2721-2723 West Street, 208 Hyland Avenue, and part of 221 Sheldon Avenue
28. Resolution approving Final Plat for Carney & Sons' Subdivision, First Addition
29. Resolution approving partial completion of public improvements and lessening security for Sunset Ridge Subdivision, 4<sup>th</sup> Addition
30. Resolution approving partial completion of public improvements and lessening security for Northridge Heights Subdivision, 10<sup>th</sup> Addition

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

#### **PERMITS, PETITIONS, AND COMMUNICATIONS:**

31. Requests for Shrine Bowl Parade on July 23, 2011:
  - a. Resolution approving closure of portions of Main Street, Douglas Avenue, Fifth Street, Burnett Avenue, Kellogg Avenue, Pearle Avenue, and Clark Avenue from 8:00 a.m. to Noon for

parade scheduled at 9:30 a.m.

- b. Resolution approving closure of Parking Lot MM and south portion of Lot M (west of City Hall) for parade staging between 6:00 a.m. and Noon
- c. Resolution approving waiver of fee for electricity usage in Tom Evans Plaza
- 32. Requests from Main Street Cultural District (MSCD) for Downtown Farmers' Market on Saturday, July 23, 2011:
  - a. Resolution approving usage and waiver of fee for electricity in Tom Evans Plaza from 6:00 a.m. to 2:00 p.m.
  - b. Motion approving Blanket Temporary Obstruction Permit for Central Business District (CBD) from 8:00 a.m. to 6:00 p.m.
  - c. Motion approving Blanket Vending Permit for CBD from 8:00 a.m. to 6:00 p.m.
  - d. Resolution approving waiver of fee for Blanket Vending Permit
- 33. Motion approving permit to shoot fireworks from Greenbriar Park on July 4, 2011, at approximately 10:00 p.m., with rain dates of July 3 and July 9, 2011
- 34. Motion approving 5-Day Class C Liquor License for Olde Main Brewing Co. at the ISU Alumni Center, 420 Beach Avenue

#### **HEARINGS:**

- 35. Hearing on rezoning of property at 3409-3413 South Duff Avenue from Agricultural (A) to Highway-Oriented Commercial (HOC):
  - a. First passage of ordinance
- 36. Hearing on rezoning of property at 516 Kellogg Avenue from Government/Airport (S-GA) to Downtown Service Center (DSC):
  - a. First passage of ordinance
- 37. Hearing on rezoning of property at 500 Kellogg Avenue from Downtown Service Center (DSC) to Government/Airport (S-GA):
  - a. First passage of ordinance
- 38. Hearing on revised Master Plan for Northridge Heights Subdivision:
  - a. Resolution approving revisions to Preliminary Plat
  - b. Resolution approving revisions to Master Plan
- 39. Hearing on environmental impacts of construction of proposed disinfection system at Wastewater Treatment Facility:
  - a. Resolution approving environmental information document
- 40. Hearing on 2011/12 Water System Improvements (Water Main Replacement for Graeber Street/Hughes Avenue):
  - a. Resolution approving final plans and specifications and awarding contract to Ames Trenching & Excavating, Inc., of Ames, Iowa, in the amount of \$155,533.00
- 41. Hearing on Emergency Flood Relief Projects (South Dayton Avenue, 6<sup>th</sup> Street Bridge, Lincoln Way Bridge at Squaw Creek)
  - a. Resolution approving final plans and specifications and awarding contract to Sheets Excavating, Ltd., of Montezuma, Iowa, in the amount of \$43,030.00, subject to IDOT concurrence

#### **ADMINISTRATION:**

- 42. Update on Campustown Redevelopment Project:
  - a. Briefing on outstanding issues
  - b. Resolution approving/motion denying extension of Master Developer Agreement with Lane4

43. Staff report on River Flooding Study and Mitigation
44. Update on Inspections Division:
  - a. Resolution authorizing filling vacant Inspector position
  - b. Resolution authorizing the addition of .4 FTE Clerical position

#### **PLANNING & HOUSING:**

45. Resolution approving 28-E Agreement for Urban Fringe implementation
46. Staff report on Minimum Building Height in Downtown Service Center Zoning District

#### **PARKS & RECREATION:**

47. 1013 Adams Street:
  - a. Motion approving process for selling City property located at 1013 Adams Street
  - b. Resolution proposing the sale and setting the public hearing on proposed sale for August 9, 2011

#### **HUMAN RESOURCES:**

48. Resolution approving renewal of contract with F. M. Global for property coverage and boiler and machinery coverage for FY 2011/12 in the amount of \$677,330
49. Resolution approving renewal of contract with Iowa Communities Assurance Pool (ICAP) for casualty and liability insurance coverages in the amount of \$452,942
50. Resolution approving contract with Iowa Association of Municipal Utilities (IAMU) for safety and training professional services for FY 2011/12 in an amount not to exceed \$162,413
51. Resolution approving renewal of contract with Safety National for Excess Workers' Compensation insurance

#### **ORDINANCES:**

52. Second passage of ordinance rezoning properties between 11<sup>th</sup> Street and 13<sup>th</sup> Street (from Duff Avenue to Carroll Avenue) from Urban Core Residential Medium Density (UCRM) to Hospital-Medical (H-M)
53. Second passage of ordinance vacating un-vacated portion of 11<sup>th</sup> Street between Kellogg Avenue and Douglas Avenue and northern 181 Feet of alley that lies south of 11<sup>th</sup> Street between Kellogg Avenue and Douglas Avenue
54. Second passage of ordinance making a text amendment to height limits for principal structures in Hospital-Medical Zoning District
55. Second passage of ordinance rezoning properties at 1010 and 1018 Kellogg Avenue and 220 and 222 11<sup>th</sup> Street from Medium-Density Residential (R-M) to Hospital-Medical (H-M)
56. Third passage and adoption of ORDINANCE NO. 4070 rezoning property at 1820 South Dayton Place from Agricultural (A) to Highway-Oriented Commercial (HOC)
57. Third passage and adoption of ORDINANCE NO. 4071 rezoning property at 1010 South Duff Avenue from Agricultural (A) to Highway-Oriented Commercial (HOC)
58. Third passage and adoption of ORDINANCE NO. 4072 regarding towing of vehicles from private property

#### **COUNCIL COMMENTS:**

#### **ADJOURNMENT:**

**\*Please note that this agenda may be changed up to 24 hours before the meeting time as**



**provided by Section 21.4(2), *Code of Iowa*.**

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

**SUBJECT: FINAL FY 2012 – 15 TRANSPORTATION IMPROVEMENT PROGRAM**

**BACKGROUND:**

In order to receive funds for transportation improvement projects, it is necessary for the projects to be part of the approved statewide plan. The initial step in this process is for the AAMPO to develop a draft Transportation Improvement Program (TIP). Regulations require the TIP to include transportation projects for four years.

The attached program provides for projects for street improvements, CyRide improvements, and trail projects. In addition, the plan involves annual support for a pavement management program that is operated statewide, as well as annual support of the Statewide Urban Design and Specifications (SUDAS) program. The pavement management program will provide critical data as decisions are made concerning timing of pavement rehabilitation projects. The SUDAS program brings several benefits, including increasing bidder interest since specifications are uniform and the efficiency of staff time because local specifications do not need to be developed and kept updated.

A number of projects were evaluated as this plan was developed. The FY 2012 street projects will be reconstructions or rehabilitations of the following streets: Ash Avenue from Mortensen Parkway to Knapp Street, Ridgewood Avenue from 13<sup>th</sup> Street to 16<sup>th</sup> Street, and Hayes Avenue from 20<sup>th</sup> Street to 24<sup>th</sup> Street. The Skunk River Trail Extension from the Hunziker Youth Sports Complex to S.E. 16<sup>th</sup> Street is scheduled to be constructed for the FY 2012 trail project.

A public input session was held on April 26, 2011, to discuss the TIP and receive comments. No revisions were requested by the public. The deadline for the final submission to the Iowa Department of Transportation (Iowa DOT) is July 15, 2011.

**ALTERNATIVES:**

1. Approve the Final FY 2012 – 15 TIP.
2. Direct staff to modify the Final FY 2012 – 15 TIP.

**ADMINISTRATOR'S RECOMMENDATION:**

The AAMPO Technical Committee reviewed the Draft FY 2012 – 15 TIP and unanimously recommended approval. The AAMPO staff received and addressed comments from the Iowa DOT, FHWA, and FTA. At the public input session, no revisions were requested by the public. Therefore, it is recommended by the Administrator that the Transportation Policy Committee adopt Alternative No. 1, thereby approving the Final FY 2012 – 15 TIP.



**Ames Area**

metropolitan planning organization



# **TRANSPORTATION IMPROVEMENT PROGRAM**

**FY 2012 – 2015**

**FINAL**

**June 28, 2011**

"The preparation of this report has been financed in part through grant[s] from the Federal Highway Administration and Federal Transit Administration, U.S. Department of Transportation, under the State Planning and Research Program, Section 505 [or Metropolitan Planning Program, Section 104(f)] of Title 23, U.S. Code. The contents of this report do not necessarily reflect the official views or policy of the U.S. Department of Transportation."

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## ***Federal Highway Administration Section***

### **Project Selection**

The Ames Area Metropolitan Planning Organization (AAMPO) Transportation Policy Committee (TPC) adopted a project rating criteria system as a means of ranking submitted projects. Highway capacity improvement projects were selected using Level of Service criteria; rehabilitation and reconstruction projects were selected based upon pavement condition index and field review. The highest ranking projects are then presented to the Transportation Technical Committee (TTC) for review and recommendation. A recommendation is then passed on to the TPC for action.

Enhancement projects consist of open space trails that have been developed during the public involvement process for the Long Range Transportation Plan (LRTP) update; new trail segments are identified and ranked by the users and the Parks and Recreation Commission. Trail segments shown in the plan are sized proportionately based upon estimated construction costs.

All highway and enhancement projects are also available for public review and comment through the City of Ames Capital Improvement Plan (CIP) process. This involves public presentations and a formal public hearing before the Ames City Council.

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

All projects are consistent with the approved 2035 Long Range Transportation Plan adopted on Oct. 12, 2010.

*AAMPO FY 2012 – 15 Transportation Improvement Program*

## FY 2011 Project Status Report

<i>TPMS #</i>	<i>Project Number</i>	<i>Location</i>	<i>Type of Work</i>	<i>Status</i>	<i>Total Project Cost</i>	<i>Total Federal Aid</i>	<i>Sponsor</i>
17025	STP-E-0155()-8V-85	Skunk River Trail: Inis Grove Park to Bloomington Road	Ped/Bike Grade & Pave	FHWA Approved / Removed From Programming	\$ 136,000	\$ 86,000	City of Ames
14980	STP-E-0155(ADA)--8V-85	Skunk River Trail: Bloomington Road to Ada Hayden Park	Ped/Bike Grade & Pave	FHWA Approved / Removed From Programming	\$ 200,000	\$ 73,000	City of Ames
20050	ER-0155(672)--8R-85	6TH ST: Under 6th Street Bridge over Squaw Creek	Rip Rap	Approved / June 21, 2011 Letting	\$ 19,000	\$ 15,000	City of Ames
20051	ER-0155(673)--8R-85	LINCOLN WAY: Under Lincoln Way Bridge Over Squaw Creek	Rip Rap	Approved / June 21, 2011 Letting	\$ 150,000	\$ 120,000	City of Ames
20052	ER-0155(674)--8R-85	SOUTH DAYTON AVENUE: From Theisen's North Entryway NE 0.14 MI	Shoulder Grading	Approved / June 21, 2011 Letting	\$ 14,000	\$ 11,000	City of Ames
16103	RGPL-PA22()-PL-85	Ames MPO Planning: PL Funds for Transportation Planning	Trans Planning	FHWA Approved / Completed	\$ 388,000	\$ 308,000	AAMPO
9590	RGPL-PA22(PMS)--ST-85	VARIOUS: PAVEMENT MANAGEMENT	Miscellaneous	FHWA Approved / Completed	\$ 6,000	\$ 5,000	AAMPO
9589	RGPL-PA22(UDS)--ST-85	VARIOUS: STATEWIDE URBAN DESIGN STANDARDS	Miscellaneous	FHWA Approved / Completed	\$ 5,000	\$ 4,000	AAMPO
19245	STP-U-0155()-70-85	ASH AVE: Mortensen Pkwy to Knapp St	Pavement Rehab	FHWA Approved / Rolling Over Funding	\$ 1,325,000	\$1,060,000	City of Ames
18658	STP-E-0155(SDayton)--8V-85	S DAYTON AVE: E.Lincoln Way to South Gateway	Ped/Bike Paving	FHWA Approved / Completed	\$ 275,000	\$ 86,000	City of Ames
16032	ILL-0155(Grand3)--93-85	Grand Avenue: South 16th Street to Squaw Creek Drive; S.16th/S.Duff Intersection	Grade and Pave , Bridge New	FHWA Approved / Rolling Over Funding	\$17,000,000	\$ -	City of Ames
18655	STP-U-0155(STATE)--70-85	STATE AVE: Oakwood Road to US HW 30	Pavement Rehab	FHWA Approved / Rolling Over Funding	\$ 1,325,000	\$1,060,000	City of Ames
19249	STP-E-0155()-8V-85	Squaw Creek: Skunk River to S. Duff Avenue	Ped/Bike Grade & Pave	FHWA Approved / Removed From Programming	\$ 275,000	\$ 86,000	City of Ames
18659	ILL-0155()-93-85	NORTH DAKOTA AVE: Toronto Street to 215th Street	Bridge New	FHWA Approved / Rolling Over Funding	\$ 8,000,000	\$ -	City of Ames
17023	STP-U-0155()-70-85	East Lincoln Way: S Duff Avenue to S Skunk River	Pavement Rehab	FHWA Approved / Rolling Over Funding	\$ 1,325,000	\$1,060,000	City of Ames
19250	STP-E-0155()-8V-85	Squaw Creek: S. Duff Ave. to S. Grand Ave.	Ped/Bike Grade & Pave	FHWA Approved / Removed From Programming	\$ 275,000	\$ 86,000	City of Ames
20551	HDP-0155()-71-85	Grand Avenue: S. 16th St North 0.1 miles to Coldwater Clubhouse Entrance	Grade and Pave	FHWA Approved / July 19, 2011 Letting	\$ 637,000	\$ 510,000	City of Ames
19248	STP-U-0155()-70-85	24TH ST: UPRR to Northwestern Ave	Pavement Rehab	FHWA Approved / Rolling Over Funding	\$ 1,325,000	\$1,060,000	City of Ames

## **Fiscal Constraint**

The AAMPO FY 2012 programming targets are \$1,321,450 for the highway element and \$91,053 for the enhancement element. The project costs shown in the TIP are in year of expenditure dollars. This is accomplished by developing an estimate of costs in the current bidding environment and then applying an inflation factor of 4% per year.

The Ames City Council has programmed these projects in the City of Ames 2011-2016 CIP for the local funding allocation. These funds are generated from the City's annual Road Use Tax Fund (RUTF) distribution, Local Option Sales Tax, and General Obligation (GO) Bonds. The transit program does not have targets, and thus the requests involve significant costs in the anticipation of maximizing the amounts received.

*AAMPO FY 2012 – 15 Transportation Improvement Program*

**Financial Constraint Summary Tables**

<b>AAMPO STP Program Federal Aid</b>				
	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Surface Transportation Program (STP) Balance (Carryover)	\$789,399	\$1,041,849	\$981,849	\$923,849
STP Target	\$1,321,450	\$1,011,000	\$1,011,000	\$1,011,000
<b>Total Available for Programming</b>	\$2,110,849	\$2,052,849	\$1,992,849	\$1,934,849
Total STP Programmed	\$1,069,000	\$1,071,000	\$1,069,000	\$1,071,000
<b>Balance of STP Funds</b>	\$1,041,849	\$981,849	\$923,849	\$863,849

<b>AAMPO TE Program Federal Aid</b>				
	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Transportation Enhancement (TE) Balance (Carryover)	\$32,246	\$37,299	\$107,299	\$17,299
TE Target	\$91,053	\$70,000	\$70,000	\$70,000
<b>Total Available for Programming</b>	\$123,299	\$107,299	\$177,299	\$87,299
Total TE Programmed	\$86,000	\$0	\$160,000	\$0
<b>Balance of TE Funds</b>	\$37,299	\$107,299	\$17,299	\$87,299

<b>AAMPO Forecasted Operations and Maintenance Expenditures on Federal Aid System</b>				
	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
City Operations	\$486,027	\$505,468	\$525,687	\$546,714
City Maintenance	\$926,552	\$963,614	\$1,002,159	\$1,042,245
<b>Total Operations and Maintenance</b>	\$1,412,579	\$1,469,082	\$1,527,845	\$1,588,959

Source: 2010 City Street Finance Report

<b>AAMPO Forecasted Non-Federal Funding</b>						
	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>
Total RUTF Receipts	\$4,484,318	\$4,663,691	\$4,850,238	\$5,044,248	\$5,246,018	\$5,455,859
Total Other Road Monies Receipts	\$5,400,093	\$5,616,097	\$5,840,741	\$6,074,370	\$6,317,345	\$6,570,039
Total Receipts Service Debt	\$11,777,715	\$12,248,824	\$12,738,777	\$13,248,328	\$13,778,261	\$14,329,391
<b>Total Non Federal Road Fund Receipts</b>	\$21,662,126	\$22,528,611	\$23,429,755	\$24,366,946	\$25,341,624	\$26,355,288

Source: 2010 City Street Finance Report

<b>AAMPO Funding Programs Summary</b>					
	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>Total</b>
STP Project Total	\$2,970,000	\$1,511,000	\$1,796,000	\$1,966,000	\$8,243,000
STP Federal Aid	\$1,069,000	\$1,071,000	\$1,069,000	\$1,071,000	\$4,280,000
NHS Project Total	\$4,900,000	\$0	\$0	\$0	\$4,900,000
NHS Federal Aid	\$0	\$0	\$0	\$0	\$0
ENH Project Total	\$436,000	\$0	\$860,000	\$0	\$1,296,000
ENH Federal Aid	\$86,000	\$0	\$160,000	\$0	\$246,000
PL Project Total	\$0	\$0	\$400,000	\$0	\$400,000
PL Federal Aid	\$0	\$0	\$320,000	\$0	\$320,000
ILL Project Total	\$1,500,000	\$4,650,000	\$6,500,000	\$11,700,000	\$24,350,000
ILL Federal Aid	\$0	\$0	\$0	\$0	\$0



## **Network Operations and Maintenance**

The capital investment and other measures necessary to preserve the existing transportation system, as well as operations, maintenance, modernization, and rehabilitation of existing and future transportation facilities are annually reviewed and programmed. Preservation, operating, and maintenance costs are included as a priority for funding. Maintenance and rehabilitation projects are also included in the AAMPO LRTP. In addition to STP funding, the City of Ames utilizes RUTF, Local Option Sales Tax, and General Obligation funding for system preservation projects. A program is also included in the City of Ames 2011-2016 CIP to address shared use path maintenance. The LRTP and Land Use Policy Plan (LUPP) both use an intersection efficiency standard of Level of Service (LOS) C.

## **Public Participation Process**

A notice advising the public about the draft TIP and Transportation Planning Work Program (TPWP) reviewed by the AAMPO Technical Committee will be mailed to 43 neighborhood organization chairpersons, representatives, of the Ames Main Street District, Campustown Action Association, NAACP, Friends of Central Iowa Biking, International Student Council at Iowa State University (ISU), League of Women Voters, and others in accordance with our approved Public Participation Plan (PPP). In addition, as previously noted, projects are available for public review and comment through the City of Ames CIP process. A public input session was held on April 26<sup>th</sup>, 2011 to discuss the TIP and receive comments. No revisions were requested by the public.

## **Title VI Compliance**

The Ames Area MPO adheres to the City of Ames's Title VI of the Civil Rights Act of 1964 Compliance Plan. The AAMPO carries out its transportation planning processes without regard to race, color, or national origin. The Compliance Plan provides information on the Ames Area MPO Title VI compliance policies, complaint procedures, and a form to initiate the complaint process for use by members of the public. For more

information or to file a complaint or concern, please contact the AAMPO Administrator at the City of Ames Public Works Administration Office at 515-239-5160.

## **Self Certification**

The AAMPO Policy Committee certified that transportation planning activities in the Ames metropolitan area are being carried out in accordance with governing Federal regulations, policies and procedures. This certification was at the meeting on March 22, 2011 (a copy of the document is attached in Appendix C).

## **Revising the TIP**

Revisions are defined as changes to a TIP that occur between scheduled periodic updates. There are two types of changes that occur under the umbrella of “revision”. The first is a major revision or “Amendment”. The second is a minor revision or “Administrative Modification”.

### **Amendment**

An amendment is a revision to the TIP that involves a major change to a project included in the TIP. This includes an addition or deletion of a project, a major change in project cost, project or project phase start dates, or a major change in design concept or project scope. Any changes to projects included only for illustrative purposes do not require an amendment. An amendment is a revision that requires public review and comment, re-demonstration of fiscal constraint, or a conformity determination (for MPO TIP’s involving non-exempt projects in non-attainment and maintenance areas). Changes that affect fiscal constraint must take place by amendment to the TIP.

### **Administrative Modification**

A minor revision to the TIP is an administrative modification. It includes minor changes or project phase costs, minor changes to funding sources of previously included projects, or minor changes to a project or project phase start dates. An administrative modification is a revision that does not require public review and comment, redemonstration of fiscal constraint, or a conformity determination (in nonattainment and maintenance areas).

## **Amendment vs. Administrative Modification**

There are four main components that can be used to determine whether a project change constitutes an amendment or an administrative modification. They include the following:

**Project Costs** – Determination will be made based on the percentage of change or dollar amount of change in federal aid. Projects in which the federal aid has been changed by more than 30% or total federal aid increases by \$2.0 million or more will require an amendment. Anything less can be processed with an administrative modification.

**Schedule Change** – Changes in schedules to projects which are included in the first four years of the TIP will be considered administrative modifications. Projects which are added to or deleted from the TIP will be processed as amendments.

**Funding Sources** – Additional federal funding sources to a project will require an amendment. Changes to funding from one source to another will require an administrative modification.

**Scope Change** – Changing project termini or changing the amount of through traffic lanes will be processed as an amendment. Other examples of changes that require an amendment include changing the type of work from an overlay to reconstruction or changing the project to include widening of the roadway.

## **Procedural Requirements for Revisions**

Amendments are considered major revisions and therefore have more procedural requirements. The main requirement is an opportunity for public input. The second is technical and policy board approval of the amendment. Public involvement for amendments will occur at the local level for all AAMPO amendments.

Statewide public review for Iowa DOT project amendments takes place at the time of inclusion in the Iowa DOT's Statewide TIP (STIP). Iowa DOT sponsored projects within the AAMPO planning boundary must go through the AAMPO's adopted amendment

process, which includes public review and approval by the Technical and Policy Committees.

Administrative modifications have simplified procedures which allow more flexibility in the processing of changes. The AAMPO processes changes that qualify as administrative modifications by seeking Policy Committee approval or the administrator may make minor changes if the process is documented and meets the administrative modification requirements.

Finally, each type of revision needs to be processed in Transportation Program Management System (TPMS) and the date of approval by the AAMPO needs to be included in the revision submittal.

### **Revision Procedures**

The AAMPO documents their procedures for processing amendments and administrative modifications by way of Policy Committee action and their respective meeting minutes. They are included in the public participation documents and in the TIP according to procedures in the approved TPWP.

Formal amendments should be submitted to the AAMPO staff that is then able to review the amendment for impact on fiscal constraint and other factors. The amendment is then presented to the TTC for review and approval. The TTC considers a recommendation of the amendment to the TPC, whom then too will consider the amendment for approval. The amendment is finally submitted to the Iowa DOT and FHWA / FTA for final approval and for incorporation into the STIP.

The documentation includes the definitions of amendments and administrative modifications. It also includes detailed procedures on how each type of revision is processed. It should be noted the Iowa DOT does not require the AAMPO follow the same procedures for public involvement or administrative processes.

## ***Federal Transit Administration Section***

### **FY 2012 TIP FTA Project Justification**

The following transit projects identified within the draft FY 2012 – 15 TIP were included within the 2012 Passenger Transportation Plan (PTP) Update, meeting the requirements to have all federal and state transit funding within an approved PTP prior to TIP approval. The following narrative describes the projects within the initial year of the plan.

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

**Brown Route Frequency/Hours Expansion:** In 2008, CyRide added additional service between campus and North Grand Mall based on demand in the Somerset area during the summer weekdays and weekday nights during the remainder of the year. Weekday nights improved to 40-minute frequencies until 9:00pm instead of ending at 7:00 pm, and Weekday Summer service doubled to 20-minutes. This would provide a fifth year of service for these expanded services.

**Midday South Duff Expansion:** In 2008, CyRide added mid-day service hours to its Yellow Route to the southeast area of Ames known as the #4A Gray Route. This route operated every 60 minutes alternating between the current Gray Route and this southeast area allowing connections directly to ISU campus instead of transferring at Ames City Hall. Before, only one mid-day trip currently operated to this area. This would provide a fifth year of service for this additional mid-day service.

**Contracted Paratransit (Dial-A-Ride) Service:** According to federal regulations, public transit agencies providing fixed-route transit service in their community must also provide door-to-door transportation service within a  $\frac{3}{4}$  mile area of that fixed-route service. Therefore, CyRide purchases transportation service for its Dial-A-Ride operations in order to meet this ADA requirement. This requirement has been expanded to the entire city limits of Ames.

**Transit Amenities:** CyRide developed a Bus Stop Plan that recommended an implementation plan for bus stop amenities along CyRide's fixed-route system. From the prioritization of recommended stop improvements, concrete pads will be added for easier boarding/alighting during inclement weather as well as replacing bus shelters with lighted bus shelters to improve the accessibility for patrons and CyRide's image throughout the Ames community. In addition, bus tracking technology will be incorporated into CyRide's system allowing better travel information to be communicated to the public. Passengers would be able to obtain in real time when the next two buses would travel past a particular bus stop by plugging in the particular stop number associated with the stop into the website, texting or calling. This feature would allow information to be dispersed to those with disabilities more readily through these methods. However, the stops need to be upgraded to include the stop number on the bus stop sign and the numbers of where to call and text. Additional options include adding LED signs next to approximately 25 high ridership stops that indicate visually when the next two buses are coming.

**Light Duty Bus Replacement:** Two buses have exceeded FTA guidelines for their useful life. Bus identification numbers are 978 and 979. These units will be replaced with 176" light-duty diesel buses, equipped with cameras, and will be ADA accessible.

**Vehicle Surveillance Systems:** CyRide utilizes surveillance systems on its buses to reduce liability to the City as well as enable cooperation with the Police Department for situational issues on the bus or throughout the community. This equipment is utilized daily in monitoring issues on the buses that are either tagged as events on the buses or in the community. Originally, Safety Vision surveillance systems were purchased in 2004 now seven years old of which 15 systems remain. CyRide purchased additional systems to install on the majority of the fleet in 2007 from GE. Staff indicates a dramatic difference between the GE system and Safety Vision system initially purchased, including difficulty in relaying information to the police department. Furthermore, replacement parts for the Safety Vision are not available and staff recommends replacing these outdated systems with newer technology.

**Storage area air handling replacement, piping-ductwork relocation and upgrade sprinkler system:**

CyRide's facility was constructed in 1983 and is in need of rehabilitation of the storage area air handling, relocating piping-ductwork and upgrading the sprinkler system, which can be completed simultaneously reducing construction costs. These efforts are described as follows:

*Storage Air Handling:* Results from an April 2006 study by the Worksafe Iowa Department of Occupational and Environmental Health revealed that employees working in the old bus storage area receive substantial exposure to diesel particulates. Specifically, 36 percent of the aerosol generated during the morning drive-off time is still present over four hours later. Therefore, employees are instructed to avoid this area whenever possible but are still required to walk through this area to access their buses. The study recommends increasing ventilation rates by a factor of four within this portion of the facility.

*Piping/Ductwork:* CyRide received 12 hybrid buses in July 2010 which are currently unable to circulate through the entire storage barn, specifically lanes five through eight due to low ductwork and piping in this portion of the facility. The original portion of the facility's ceiling was designed in the 1980's to be low in height in order to conserve energy. The hybrid buses will only be able to enter through door 13 and exit through lanes one through four. Accidents have already occurred in where a driver forgot they were driving a hybrid and exited through door 5 regardless of visual precautions. In addition, the hybrids are now parking in the newest portion of the garage since this area can accommodate their height, diverting 20-37-year old buses that exude the highest emissions to the old storage area. Those older vehicles were parking in the newest area due to the greater ventilation in this newer area.

*Sprinkler System Upgrade:* CyRide parks 75 vehicles within its storage area in an extremely close manner in an effort to maximize the space. Severe damage could result if a fire broke out as the lightly designed sprinklers are not equipped to put out the fire. In addition, it is unlikely that the City of Ames Fire Department could be safely deployed into the facility without risk of getting equipment stuck

between the vehicles. CyRide's insurance carrier, FM Global, recommends that the sprinkler system be upgraded to provide better deterrence from fire spreading into, under, and through adjacent buses parked within the facility.

**Boilers:** CyRide's boilers which heat a substantial portion of the transit facility are original to when the facility was built in 1983. They are currently 28 years old and are in poor condition. CyRide estimates the useful life of a boiler to be 25 years therefore; these boilers are past their useful life and need replaced before failure occurs.

**Ames Intermodal Facility Expansion Phase II:** In 2009, CyRide, the City of Ames, and ISU worked collaboratively on developing an Intermodal Transportation Facility project based upon a need to connect transportation modes within the Ames community. The Intermodal Facility would accommodate and link public and private transportation modes (public transit, intercity bus carriers, regional airport shuttle services, carpools/vanpools, taxis, bicycle commuters, and pedestrians) for the residents, students, faculty, and visitors of Ames and the Central Iowa region. On February 17, 2010, CyRide received approximately \$8.465 million through the Transportation Investment Generating Economic Recovery (TIGER) program of the 2009 Recovery Act for the Intermodal project. The facility, which was quickly redesigned to accommodate a lower budget, is currently under construction to be open in July 2012. Since this funding only allowed a portion of the originally conceived project elements to be constructed, it is anticipated that future DOT funding opportunities may be available within the new transportation reauthorization to help completely fund phase II of the Intermodal Facility estimated at approximately \$12 million to complete. These additional vital remaining elements include:

- Two additional bus bays for the public transit operator CyRide
- Two additional hybrid biodiesel buses for CyRide
- Automatic Vehicle Location System
- Additional 350 parking spaces allowing enough revenues to facilitate the operation of a public transit shuttle between campus and the facility.
- Bike path through the ISU arboretum adjacent to the facility connecting west Ames with a high residential area to ISU campus.
- Additional bike lockers (12)



Overall design, construction, buses and contingency funding estimate the following budget for phase two of the Intermodal Facility:

<b>Federal Funds</b>	<b>Dollars</b>	<b>Percent</b>
<b>TOTAL Federal TIGER Request</b>	<b>\$10,000,000</b>	<b>80%</b>
<b>Non-Federal Matching Funds</b>		
Land Value (Iowa State University)	\$2,200,000	17.6%
CyRide Capital Budget	\$125,000	1.0%
City of Ames Capital Budget	\$175,000	1.4%
<b>TOTAL Non-Federal Match</b>	<b>\$2,579,000</b>	<b>20%</b>
<b>TOTAL</b>	<b>\$12,500,000</b>	<b>100%</b>

**E. 13<sup>th</sup> Street/Lincoln Way/Dayton Ave. Service Expansion:** A new route was added in August 2010 traveling via E. 13 Street/Lincoln Way/Dayton Avenue to the commercial and industrial areas of east Ames. Medical services, human service agencies and industrial businesses are common to the area and many residents are requesting same day transportation to that part of the community. The route would provide access to businesses such as 3M, Mainstream Living, Child Serve, Mary Greeley Dialysis, Wolfe Clinic, National Animal Disease Center and Sauer-Danfoss. Service to this area has been a high priority since 2007 within the annual Passenger Transportation Plan process between transportation providers and human service agencies. This would provide a second year of service to this commercial-industrial area.

**Heavy Duty Bus Replacement:** Thirteen buses have exceeded FTA guidelines for useful life. Bus numbers are 944, 945, 946, 947, 953, 954, 955, 956, 957, 958, 8917, 8918 and 141. These units will be replaced with 40' heavy-duty buses, equipped with cameras. These replacement vehicles will be ADA accessible.

***Appendix A: FY 2012 – 15 TIP TPMS Printouts***

## Draft TIP (2012)

In Prep  
Submitted  
TIP Approved  
DOT Approved  
FHWA Approved  
Authorized

for MPO-22 / AAMPO

MPO-22 / AAMPO  
2012 - 2015 Transportation Improvement Program

TPMS	Project #	Length	Project Funding	Programmed Amounts				PA:Co:SEQ
Sponsor	Location	FHWA #		FY12	FY13	FY14	FY15	PA ID #
Appr.Status	Funding Program	Sec:Twnshp:Range						STIP ID #
[1] STP - Surface Transportation Program			Inclusion in this list DOES NOT guarantee Federal Aid Eligibility					
Story County - 85								
17023	STP-U-0155() <b>--70-85</b>	1.11 Mi	Project Total	--	--	\$1785	--	22:85:147
Ames	LINCOLN WAY:East Lincoln Way (S. Duff Ave. to Skunk River) and Lincoln Way (Squaw Creek to Oak Ave.)	--	Federal Aid	--	--	\$1060	--	
Submitted	Pavement Rehab	0:0:0	Regional FA	--	--	\$1060	--	--
PA Note: Approved 5/25/2010								
19245	STP-U-0155() <b>--70-85</b>	1.18 Mi	Project Total	\$2959	--	--	--	:85:161
Ames	ASH AVE, RIDGEWOOD AVE, HAYES AVE:Ash Ave (Mortensen Pkwy to Knapp St), Ridgewood Ave (13th St to 16th St), Hayes Ave (20th St to 24th St)	--	Federal Aid	\$1060	--	--	--	
Submitted	Pavement Rehab	0:0:0	Regional FA	\$1060	--	--	--	--
PA Note: Approved 5/25/2010								
19248	STP-U-0155() <b>--70-85</b>	0.54 Mi	Project Total	--	--	--	\$1955	:85:162
Ames	24TH ST AND BLOOMINGTON RD:24th St. (UPRR tracks to Northwestern Ave.) and Bloomington Rd. (Eisenhower Ave. to west 500 ft.)	--	Federal Aid	--	--	--	\$1062	
Submitted	Pavement Rehab	0:0:0	Regional FA	--	--	--	\$1062	--
PA Note: Approved 5/25/2010								
18655	STP-U-0155(STATE) <b>--70-85</b>	0.72 Mi	Project Total	--	\$1500	--	--	:85:155
Ames	STATE AVE:Oakwood Road to US HW 30	--	Federal Aid	--	\$1062	--	--	
Submitted	Pavement Rehab	16:83:24	Regional FA	--	\$1062	--	--	--
PA Note: Approved 5/25/2010								
9590	RGPL-PA22(PMS) <b>--ST-85</b>		Project Total	\$6	\$6	\$6	\$6	22:85:85
MPO-22 / AAMPO	VARIOUS:PAVEMENT MANAGEMENT	--	Federal Aid	\$5	\$5	\$5	\$5	
Submitted	Miscellaneous		Regional FA	\$5	\$5	\$5	\$5	--
PA Note: Approved 5/25/2010								
9589	RGPL-PA22(UDS) <b>--ST-85</b>		Project Total	\$5	\$5	\$5	\$5	22:85:86
MPO-22 / AAMPO	VARIOUS:STATEWIDE URBAN DESIGN STANDARDS	--	Federal Aid	\$4	\$4	\$4	\$4	
Submitted	Miscellaneous		Regional FA	\$4	\$4	\$4	\$4	--
PA Note: Approved 5/25/2010								
[2] NHS - National Highway System Program			Inclusion in this list DOES NOT guarantee Federal Aid Eligibility					
Story County - 85								
20889	NHS-() <b>--11-85</b>	4.5 Mi	Project Total	\$4900	--	--	--	11:85:174
DOT-D01-MPO22	US 30:UNIVERSITY BLVD IN AMES TOE OF I-35	--	Federal Aid	--	--	--	--	
TIP Approved	Pavement Rehab		Regional FA	--	--	--	--	--
[5] ENH - Transportation Enhancement Program			Inclusion in this list DOES NOT guarantee Federal Aid Eligibility					
Story County - 85								
14982	STP-E-0155(LW) <b>--8V-85</b>	0.94 Mi	Project Total	--	--	\$860	--	22:85:127
Ames	Skunk River Trail:East Lincoln Way to S. River Valley Park	--	Federal Aid	--	--	\$160	--	
Submitted	Ped/Bike Grade & Pave		Regional FA	--	--	\$160	--	--
16031	STP-E-0155(Youth) <b>--8V-85</b>	0.3 Mi	Project Total	\$436	--	--	--	22:85:142
Ames	Skunk River Trail:Hunziker Youth Sports Complex to Southeast 16th Street	--	Federal Aid	\$86	--	--	--	
Submitted	Ped/Bike Grade & Pave		Regional FA	\$86	--	--	--	--

TPMS	Project #	Length	Project Funding	Programmed Amounts				PA:Co:SEQ
Sponsor	Location	FHWA #	Sec:Twnshp:Range	FY12	FY13	FY14	FY15	PA ID #
Appr.Status	Funding Program							STIP ID #
[8] PL - Metropolitan Planning			Inclusion in this list DOES NOT guarantee Federal Aid Eligibility					
Story County - 85								
16103	RGPL-PA22()--PL-85		Project Total	--	--	\$400	--	22:85:145
MPO-22 / AAMPO	Ames MPO Planning:PL Funds for Transportation Planning	--	Federal Aid	--	--	\$320	--	
Submitted	Trans Planning		Regional FA	--	--	--	--	--
[24] ILL - Illustrative Regional Project			Inclusion in this list DOES NOT guarantee Federal Aid Eligibility					
Story County - 85								
18659	ILL-0155()--93-85	0.36 Mi	Project Total	--	--	--	\$6600	:85:157
Ames	NORTH DAKOTA AVE:Toronto Street to 215th Street	--	Federal Aid	--	--	--	--	
Submitted	Bridge New	32:84:24	Regional FA	--	--	--	--	--
	PA Note: Illustrative Project							
16032	ILL-0155(Grand3)--93-85	1.2 Mi	Project Total	\$1500	\$4650	\$6500	\$5100	22:85:143
Ames	Grand Avenue:South 16th Street to Squaw Creek Drive; S.16th/S.Duff Intersection	--	Federal Aid	--	--	--	--	
Submitted	Grade and Pave, Bridge New	0:0:0	Regional FA	--	--	--	--	--
	PA Note: Illustrative Project							

# Draft 2012 Transit Program

(Filtered)

# AAMPO (53 Projects)

Fund	Sponsor	Transit # Expense Class Project Type	Desc / Add Ons / Addnl Info		FY12	FY13	FY14	FY15
STA, 5316	CyRide	1831 Operations Other	East 13th Street/Lincoln Way/Dayton Ave Service Expansion	<b>Total</b>	53,857	56,550	59,378	62,346
				<b>FA</b>	26,928	28,275	29,689	31,173
				<b>SA</b>	16,157			
5309	CyRide	1837 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 8917	<b>Total</b>	392,000			
				<b>FA</b>	352,800			
				<b>SA</b>				
5309	CyRide	1879 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 8918	<b>Total</b>	392,000			
				<b>FA</b>	352,800			
				<b>SA</b>				
5309	CyRide	1880 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 944	<b>Total</b>	392,000			
				<b>FA</b>	352,800			
				<b>SA</b>				
5309	CyRide	1881 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 945	<b>Total</b>	392,000			
				<b>FA</b>	352,800			
				<b>SA</b>				
5309	CyRide	1882 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 946	<b>Total</b>	392,000			
				<b>FA</b>	352,800			
				<b>SA</b>				
5309	CyRide	1883 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 947	<b>Total</b>	392,000			
				<b>FA</b>	352,800			
				<b>SA</b>				
5309	CyRide	1884 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 953	<b>Total</b>	392,000			
				<b>FA</b>	352,800			
				<b>SA</b>				
5309	CyRide	1885 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 954	<b>Total</b>	392,000			
				<b>FA</b>	352,800			
				<b>SA</b>				
5309	CyRide	1886 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 955	<b>Total</b>	392,000			
				<b>FA</b>	352,800			
				<b>SA</b>				
5309	CyRide	1887 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 956	<b>Total</b>	392,000			
				<b>FA</b>	352,800			
				<b>SA</b>				
5309	CyRide	1888 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 957	<b>Total</b>	392,000			
				<b>FA</b>	352,800			
				<b>SA</b>				
5309	CyRide	1889 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 958	<b>Total</b>	392,000			
				<b>FA</b>	352,800			
				<b>SA</b>				
5309	CyRide	1890 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 141	<b>Total</b>	392,000			
				<b>FA</b>	352,800			
				<b>SA</b>				
5309	CyRide	1891 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 970	<b>Total</b>			415,873	
				<b>FA</b>			374,286	
				<b>SA</b>				

# AAMPO (53 Projects)

Fund	Sponsor	Transit # Expense Class Project Type	Desc / Add Ons / Addnl Info		FY12	FY13	FY14	FY15
5309	CyRide	1892 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 971	<b>Total</b> <b>FA</b> <b>SA</b>			415,873 374,286	
5309	CyRide	1894 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 972	<b>Total</b> <b>FA</b> <b>SA</b>			415,873 374,286	
5309	CyRide	1895 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 973	<b>Total</b> <b>FA</b> <b>SA</b>			415,873 374,286	
5309	CyRide	1898 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 974	<b>Total</b> <b>FA</b> <b>SA</b>			415,873 374,286	
5309	CyRide	1899 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 975	<b>Total</b> <b>FA</b> <b>SA</b>			415,873 374,286	
5309	CyRide	1900 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 976	<b>Total</b> <b>FA</b> <b>SA</b>			415,873 374,286	
5309	CyRide	1901 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 977	<b>Total</b> <b>FA</b> <b>SA</b>			415,873 374,286	
5309	CyRide	1902 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 111	<b>Total</b> <b>FA</b> <b>SA</b>				428,350 385,515
5309	CyRide	1903 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 112	<b>Total</b> <b>FA</b> <b>SA</b>				428,350 385,515
5309	CyRide	1904 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 113	<b>Total</b> <b>FA</b> <b>SA</b>				428,350 385,515
5309	CyRide	1905 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 114	<b>Total</b> <b>FA</b> <b>SA</b>				428,350 385,515
5309	CyRide	1906 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 115	<b>Total</b> <b>FA</b> <b>SA</b>				428,350 385,515
5309	CyRide	1907 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 116	<b>Total</b> <b>FA</b> <b>SA</b>				428,350 385,515
5309	CyRide	1908 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 139	<b>Total</b> <b>FA</b> <b>SA</b>				428,350 385,515
5309	CyRide	1909 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 140	<b>Total</b> <b>FA</b> <b>SA</b>				428,350 385,515



# AAMPO (53 Projects)

Fund	Sponsor	Transit # Expense Class Project Type	Desc / Add Ons / Addnl Info		FY12	FY13	FY14	FY15
5309	CyRide	1910 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 142	<b>Total</b> <b>FA</b> <b>SA</b>				428,350 385,515
5309	CyRide	1911 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 143	<b>Total</b> <b>FA</b> <b>SA</b>				428,350 385,515
5309	CyRide	1912 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, BioDiesel Unit #: 117	<b>Total</b> <b>FA</b> <b>SA</b>				428,350 385,515
	CyRide	1913 Capital Expansion	AVL-CAD Technology, web-bus stop planner	<b>Total</b> <b>FA</b> <b>SA</b>		1,700,000 1,360,000		
STA, 5307	CyRide	914 Operations Misc	General Operations	<b>Total</b> <b>FA</b> <b>SA</b>	7,905,942 1,700,000 551,283	8,301,239 1,785,000 578,847	8,716,302 1,874,250 607,790	9,152,117 1,967,963 638,179
STA	CyRide	915 Planning Misc	I-35 Ames - Des Moines Corridor Planning	<b>Total</b> <b>FA</b> <b>SA</b>		100,000 80,000		
5316	CyRide	916 Operations Expansion	Brown Route Frequency/Hours Expansion	<b>Total</b> <b>FA</b> <b>SA</b>	63,612 31,806	66,792 33,396	70,132 35,066	73,638 36,819
5316	CyRide	917 Operations Expansion	Midday South Duff expansion	<b>Total</b> <b>FA</b> <b>SA</b>	31,688 15,844	33,272 16,636	34,936 17,468	36,682 18,341
5310	CyRide	919 Operations Replacement	Contracted Paratransit Service	<b>Total</b> <b>FA</b> <b>SA</b>	178,899 143,119	171,141 148,844	177,987 154,798	185,106 160,989
5310	CyRide	920 Capital Replacement	Transit amenities	<b>Total</b> <b>FA</b> <b>SA</b>	50,000 40,000	50,000 40,000	50,000 40,000	50,000 40,000
5309	CyRide	942 Capital Replacement	Light Duty Bus (176" wb) Deisel, UFRC, VSS, BioDiesel Unit #: 978	<b>Total</b> <b>FA</b> <b>SA</b>	93,000 77,190			
5309	CyRide	943 Capital Replacement	Light Duty Bus (176" wb) Deisel, UFRC, VSS Unit #: 979	<b>Total</b> <b>FA</b> <b>SA</b>	93,000 77,190			
5309	CyRide	945 Capital Expansion	Facility cameras/Proximity Card Access - 20 cameras/10 cards	<b>Total</b> <b>FA</b> <b>SA</b>			56,660 45,328	
5309	CyRide	946 Capital Rehabilitation	Electric distribution rehabilitation	<b>Total</b> <b>FA</b> <b>SA</b>			30,000 24,000	
5309	CyRide	947 Capital Replacement	Vehicle surveillance systems	<b>Total</b> <b>FA</b> <b>SA</b>	120,000 96,000			

# AAMPO (53 Projects)

Fund	Sponsor	Transit # Expense Class Project Type	Desc / Add Ons / Addnl Info		FY12	FY13	FY14	FY15
PTIG	CyRide	948 Capital Replacement	Piping-ductwork; sprinkler upgrade; storage area air handling	<b>Total</b>	792,000			
				<b>FA</b>				
				<b>SA</b>	633,600			
5309	CyRide	951 Capital Expansion	Automatic passenger counters	<b>Total</b>			500,000	
				<b>FA</b>			400,000	
				<b>SA</b>				
5309	CyRide	952 Capital Replacement	Boilers	<b>Total</b>	75,000			
				<b>FA</b>	60,000			
				<b>SA</b>				
5309	CyRide	953 Capital Replacement	Re-roof Maintenance facility	<b>Total</b>			500,000	
				<b>FA</b>			400,000	
				<b>SA</b>				
5309	CyRide	954 Capital Expansion	Maintenance Facility Expansion	<b>Total</b>		12,000,000		
				<b>FA</b>		9,600,000		
				<b>SA</b>				
5309	CyRide	957 Capital Rehabilitation	Resurface ISC Commuter Parking (direct earmark)	<b>Total</b>				1,000,000
				<b>FA</b>				720,000
				<b>SA</b>				
TIGER	CyRide	958 Capital Expansion	Ames Intermodal Facility Expansion Phase II	<b>Total</b>	12,500,000			
				<b>FA</b>	10,000,000			
				<b>SA</b>				
STP, 5303	MPO-22	959 Planning Misc	MPO Transportation Planning	<b>Total</b>	25,516	26,281	27,070	27,881
				<b>FA</b>	20,411	21,023	21,654	22,303
				<b>SA</b>				

***Appendix B: FY 2012 – 15 TIP Roadway Project Information***

## AAMPO FY 2012 – 15 Transportation Improvement Program

TPMS #		17023	19245	19248	18655	9590	9589	14982	16031	16103	16032	18659
Project Sponsor Government		City of Ames	City of Ames	City of Ames	City of Ames	City of Ames	City of Ames	City of Ames	City of Ames	AAMPO	City of Ames	City of Ames
Federal Funding Source		Surface Transportation Program	Surface Transportation Program	Surface Transportation Program	Surface Transportation Program	Surface Transportation Program	Surface Transportation Program	Transportation Enhancement Program	Transportation Enhancement Program	Metropolitan Planning	Illustrative Regional Project	Illustrative Regional Project
FFY	2012		X			X	X		X			X
	2013	X			X	X	X					X
	2014					X	X	X		X		X
	2015			X		X	X				X	X
Route or Street Name		East Lincoln Way and Lincoln Way	Ash Avenue, Ridgewood Avenue, Hayes Avenue	24 <sup>th</sup> Street and Bloomington Road	State Avenue	Area Wide	Area Wide	Skunk River Trail	Skunk River Trail	Area Wide	North Dakota Avenue	Grand Avenue
Termini		South Duff Avenue to South Skunk River and Squaw Creek to Oak Avenue	Mortensen Parkway to Knapp Street, 13 <sup>th</sup> Street to 16 <sup>th</sup> Street, 20 <sup>th</sup> Street to 24 <sup>th</sup> Street	UPRR tracks to Northwestern Avenue and Eisenhower Avenue to west 500 feet	Oakwood Road to U.S. Highway 30	-	-	East Lincoln Way to South River Valley Park	Hunziker Youth Sports Complex to Southeast 16 <sup>th</sup> Street	-	Toronto Street to 215 <sup>th</sup> Street	Coldwater Club House Entrance to Squaw Creek Drive; Includes S. 16 <sup>th</sup> and S. Duff Intersection
Bridge Number		-	-	-	-	-	-	-	-	-	New	New
Length in miles		1.1	1.2	0.5	0.7	-	-	0.9	0.3	-	0.4	1.1
Type of Work		Pavement Rehabilitation	Pavement Rehabilitation	Pavement Rehabilitation	Pavement Rehabilitation	Pavement Management System	Statewide Urban Design and Specificaiton Manual (SUDAS)	Pedestrian / Bike Trail Grade and Pave	Pedestrian / Bike Trail Grade and Pave	Transportation Planning	Grade Separation (Union Pacific Railroad)	Grade and Pave, Bridge Construction, and Intersection Improvements
Map Included		Yes	Yes	Yes	Yes	No	No	Yes	Yes	No	Yes	Yes
Total Estimated Cost		\$ 1,785,000	\$ 2,958,500	\$ 1,955,000	\$ 1,500,000	\$ 6,495	\$ 5,488	\$ 860,000	\$ 436,000	\$ 400,000	\$ 6,600,000	\$ 17,750,000
Federal Aid		\$ 1,060,000 STP	\$ 1,060,000 STP	\$ 1,062,000 STP	\$ 1,062,000 STP	\$ 5,249 STP	\$ 4,493 STP	\$ 160,000 STP	\$ 86,000 STP	\$ 320,000 STP	\$ 5,280,000 DEMO	\$ 14,200,000 DEMO
Local Match		\$ 550,000 GO Bond	\$ 1,898,500 GO Bond	\$ 893,000 GO Bond	\$ 219,000 GO Bond	\$ 1,246	\$ 995	\$ 700,000 LOST	\$ 350,000 LOST	\$ 80,000 RUTF	\$ 1,320,000 GO Bond	\$ 3,550,000 GO Bond
Other		\$ 175,000 EUF	\$ -	\$ -	\$ 219,000 SC	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

### Funding Program Key

GO Bond General Obligation Bonds	LOST Local Option Sales Tax
EUF Electric Utility Fund	RUTF Road Use Tax Fund
SC Story County	DEMO Demonstration Funds
STP Surface Transportation Program	





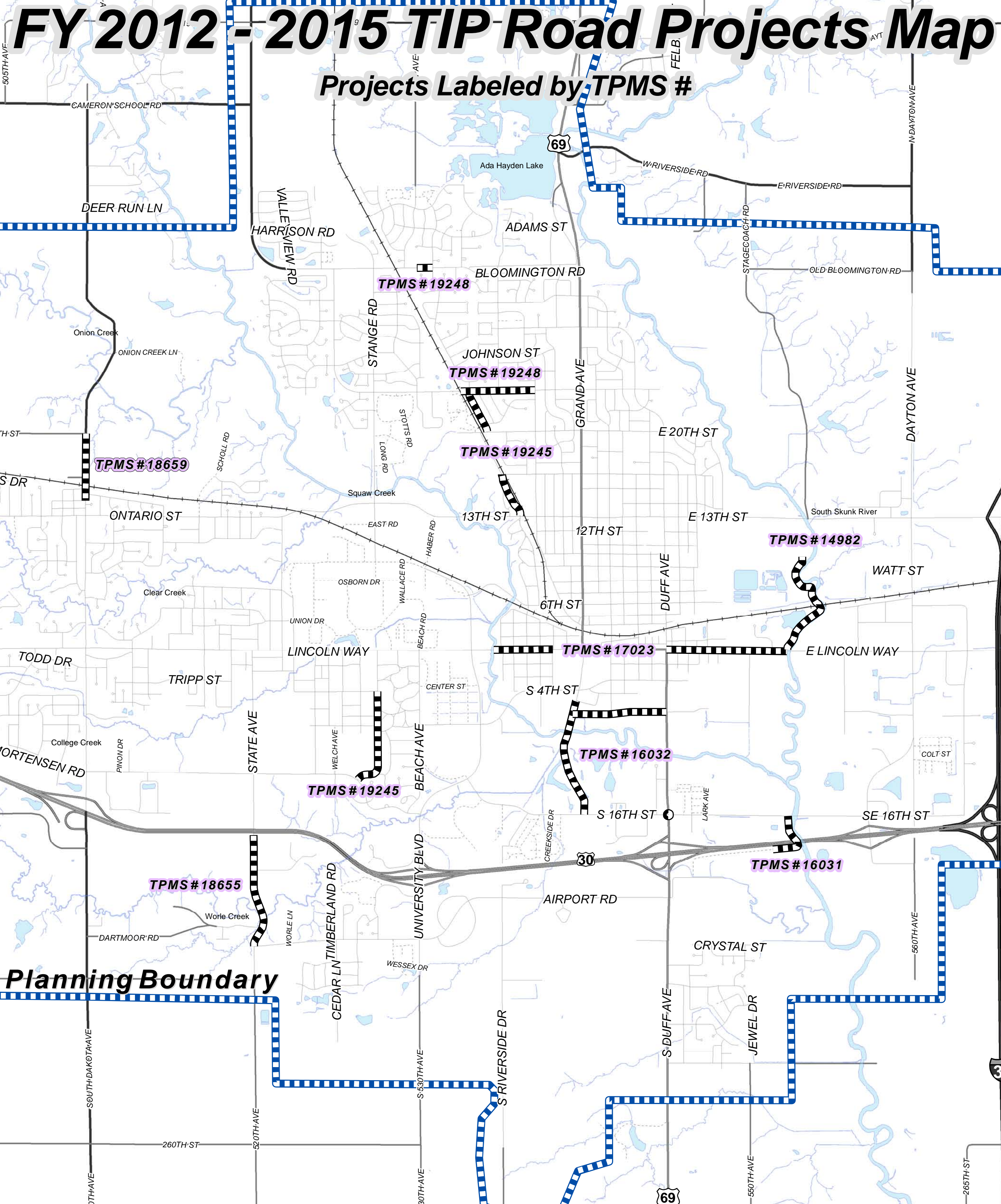
# FY 2012 - 2015 TIP Road Projects Map

Projects Labeled by TPMS #

AAMPO Planning Boundary

Boone County

Story County





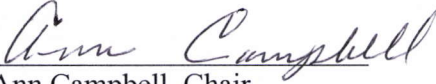
***Appendix C: AAMPO Self Certification***

**AMES AREA METROPOLITAN PLANNING ORGANIZATION**  
**ANNUAL SELF-CERTIFICATION**

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

- (1) 23 U.S.C. 134, 49 U.S.C. Section 5303, and 23 CFR Part 450;
- (2) In nonattainment and maintenance areas, Sections 174 and 176(c) and (d) of the Clean Air Act as amended (42 U.S.C. 7504, 7506(c) and (d) and 40 CFR 93);
- (3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- (4) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex or age in employment or business opportunity;
- (5) Section 1101(b) of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (Pub. L. 109-59) regarding the involvement of Disadvantaged Business Enterprises in FHWA and FTA funded planning;
- (6) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- (7) The provisions of the Americans with Disabilities Act of 1990 (Pub. L. 101-336, 104 Stat. 327, as amended) and USDOT implementing regulation;
- (8) Older Americans Act, as amended (42 U.S.C. 6101);
- (9) 23 U.S.C. 324, regarding prohibition of discrimination based on gender; and
- (10) Section 504 of the Rehabilitation Act of 1973 and 49 CFR Part 27, regarding discrimination against individuals with disabilities.

For AAMPO:

  
Ann Campbell, Chair  
Transportation Policy Committee

3/22/11  
Date

***Appendix D: Transportation Policy Committee Meeting  
Minutes***





# REPORT OF CONTRACT CHANGE ORDERS

Period

☒ 1<sup>st</sup> – 15<sup>th</sup>  
☐ 16<sup>th</sup> – end of month

Month and year

June 2011

For City Council date

June 28, 2011

Department	General Description of Contract	Contract Change No.	Original Contract Amount	Contractor/ Vendor	Total of Prior Change Orders	Amount this Change Order	Change Approved By	Purchasing Contact Person/Buyer
Public Works	Hauling Ferrous Metals	1	\$91,200.00	Waste Management of Ames	\$0.00	\$4,328.33	John Pohlman	MA
Public Works	Hauling and Related Services	1	\$168,000.00	Waste Management of Ames	\$0.00	\$4,150.14	John Pohlman	MA
Public Works	2010/11 Arterial Street Pavement Improvements (6th St/ Northwestern - Grand)	1	\$396,314.60	Con-Struct, Inc.	\$0.00	\$3,505.26	T. Warner	MA
			\$		\$	\$		
			\$		\$	\$		

## MINUTES OF THE AMES CIVIL SERVICE COMMISSION

AMES, IOWA

JUNE 23, 2011

The Ames Civil Service Commission met in regular session at 8:15 a.m. on June 23, 2011, in the Council Chambers of City Hall, 515 Clark Avenue, with Commission Members Adams, Crum, and Shaffer present. Also in attendance was Human Resources Officer Doug Garnett.

**APPROVAL OF MINUTES:** Moved by Shaffer, seconded by Crum, to approve the minutes of the May 26, 2011, Civil Service Commission meeting as written.

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

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

Construction Supervisor:	Justin Clausen	85
	Bill Cornelius	83
	Todd Sirotiak	81
Environmental Specialist:	Alison Dirks	79
	Terry Nederhoff	74
	Michael Klocke-Sullivan	72
	Andrew McBride	72
GIS Specialist:	Dominic Roberge	93
	Scott Weiler	84
	Ryan Wendt	77
Housing Inspector:	Macaley Johnsen	93
	Bryan Davis	72
	Edwill Aquino	71
Neighborhood Inspector:	Sara Kramer	90
	Bryan Davis	73
	Edwill Aquino	71
Recreation Coordinator:	Jason Specht	89
	Katie Kramer	86
	Laura Leber	83
	Chelsea Bengford	79
	Sky Smothers	74
Risk Manager:	David Eaton	80
	Bill Cody	72

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

**COMMENTS:** The next regularly scheduled Civil Service Commission meeting was set for July 28, 2011, at 8:15 a.m.

**ADJOURNMENT:** The meeting adjourned at 8:16 a.m.

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Terry Adams, Chair

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Jill Ripperger, Recording Secretary

**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION APPROVING AND ADOPTING  
SUPPLEMENT NO. 2011-3 TO THE AMES MUNICIPAL CODE**

BE IT RESOLVED, by the City Council for the City of Ames, Iowa, that in accordance with the provisions of Section 380.8 Code of Iowa, a compilation of ordinances and amendments enacted subsequent to the adoption of the Ames Municipal Code shall be and the same is hereby approved and adopted, under date of July 1, 2011, as Supplement No. 2011-3 to the Ames Municipal Code.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 201\_\_.

\_\_\_\_\_  
Ann H. Campbell, Mayor

Attest:

\_\_\_\_\_  
Diane R. Voss, City Clerk



# Memo

---

Mayor's Office

**TO:** Members of the City Council

**FROM:** Ann H. Campbell, Mayor

**DATE:** June 24, 2011

**SUBJECT:** Council Appointment to Ames Economic Development Commission Board of Directors

Riad Mahayni's term of office on the Ames Economic Development Commission's (AEDC) Board of Directors expires June 30; therefore, it will be necessary to appoint a council member to fill this position.

I recommend that the City Council appoint Jami Larson for two years to the AEDC Board of Directors with his term beginning July 1, 2011.

AHC/jlr

**COUNCIL ACTION FORM**

**SUBJECT: APPROVAL OF 2011/12 PAY PLAN**

**BACKGROUND:**

Each year the City Council approves a Pay Plan that specifies pay ranges and steps for the City's work force. The 2011-2012 Pay Plan reflects the negotiated wage settlements with the five bargaining units shown below, as well as a 2% increase in the salary ranges for non-union employee job classifications. Funding for the various salaries was previously approved in the 2011-2012 Budget.

The bargaining units' respective across-the-board settlements are 2.25% for IUOE-Blue Collar, 2.25% for IBEW-Electric Distribution, 2.25% for IUOE-Electric Production, 2.5% for IAFF-Fire, and 2.5% for PPME-Police. Unclassified job categories are adjusted proportionally with merit or union employees or the relevant labor market. The statutory minimum wage is retained as the scale minimum for temporary Unclassified Laborers and Office Workers.

**ALTERNATIVES:**

1. Approve the 2011-2012 Pay Plan.
2. Do not approve the 2011-2012 Pay Plan.

**MANAGER'S RECOMMENDED ACTION:**

The City's Pay Plan document formally establishes pay ranges for non-union positions and steps for union positions.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the 2011-2012 Pay Plan.

# ALPHABETICAL LISTING

<u>CODE</u>	<u>HTE</u>	<u>EEO</u>	<u>PAM</u>	<u>FLSA</u>	<u>CLASSIFICATION</u>	<u>PAY GRADE</u>	<u>PAGE</u>
0133	----	6	A	NE	Account Clerk	56	2
0307	----	2	P/T	NE	Accountant	59	2
2310	----	8	P/T	NE	Animal Control Attendant	Temporary	1
2308	400	6	--	NE	Animal Control Clerk	Union-F	8
2311	412	8	--	NE	Animal Control Officer	Union-F	8
2312	----	3	M	E	Animal Control Supervisor	60	2
4230	632	7	--	NE	Appr. Electric Meter Repair Worker	Union-H	10
4217	630	8	--	NE	Appr. Substation Electrician	Union-H	10
4214	628	7	--	NE	Apprentice Electric Lineworker	Union-H	10
0411	----	2	P/T	E	Assistant City Attorney	61	2
0612	----	1	M	E	Assistant City Manager	65	3
4331	----	1	M	E	Assistant Director Electric Services	94	2
5311	----	1	M	E	Assistant Director of Water and PC	63	2
313	----	1	M	E	Assistant Director of Finance	62	2
4222	----	2	M	E	Assistant Electric Distribution Supt.	90	2
4317	----	1	P/T	E	Assistant Engineer - Electric Services	59	2
3124	----	1	M	E	Assistant Library Director	63	2
0611	----	1	M	E	Assistant City Manager	65	3
1317	----	1	M	E	Assistant Transit Director-Fleet & Facilities	62	2
1321	----	1	M	E	Assistant Transit Director-Operations	62	2
1314	----	5	M	E	Assistant Transit Operations Supervisor	60	2
3206	----	2	M	E	Auditorium/Bandshell Manager	59	2
0308	----	2	P/T	E	Budget Officer	61	2
1227	----	2	M	E	Building Inspections Supervisor	60	2
6121	350	7	--	NE	Building Maintenance Specialist	Union-E	5
1224	----	1	M	E	Building Official	62	2
1226	315	1	--	NE	Building and Zoning Inspector	Union-E	4
0606	----	3	P/T	NE	Cable Television Writer/Producer	56	2
0132	----	6	A	NE	Cashier	56	2
2223	----	1	M	E	Chief of Police	65	3
1120	----	2	P/T	E	Civil Engineer I	60	2
1121	----	2	M	E	Civil Engineer II	62	2
0218	----	2	P/T	E	Client Support Coordinator	60	2
0215	----	5	P/T	NE	Client Support Specialist	57	2
1116	999	8	--	NE	Co-op	Temporary	1
4111	702	8	--	NE	Coal Handler	Union-I	11
2209	----	5	P/T	NE	Community Safety Officer	Temporary	1
2206	----	5	P/T	NE	Community Safety Officer Coordinator	Temporary	1
1113	----	3	M	E	Construction Supervisor	61	2
5133	----	3	P/T	NE	Cross Connection Control Coordinator	59	2
6163	366	8	--	NE	Custodian	Union-E	5
6163	722	8	--	NE	Custodian	Union-I	12
2118	----	1	M	E	Deputy Fire Chief, Operations	63	2
2117	----	1	M	E	Deputy Fire Chief, Support Services	63	2
4332	----	1	M	E	Director of Electric Services	96	3
0314	----	1	M	E	Director of Finance	65	3
0174	----	1	M	E	Director of Fleet Services	65	3
0514	----	1	M	E	Director of Human Resources	65	3
3215	----	1	M	E	Director of Parks and Recreation	65	3
1232	----	1	M	E	Director of Planning and Housing	65	3
6232	----	1	M	E	Director of Public Works	65	3
1315	----	1	M	E	Director of Transit	65	3
5312	----	1	M	E	Director of Water and WPC	65	3

4221	618	7	--	NE	Electric Line Foreman	Union-H	10
4215	614	7	--	NE	Electric Lineworker	Union-H	10
4231	620	7	--	NE	Electric Meter Repair Worker	Union-H	10
4232	----	3	M	E	Electric Meter Supervisor	90	2
4213	612	7	--	NE	Electric Service Worker	Union-H	10
4130	----	2	M	E	Electric Services Maintenance Supt	90	2
4129	----	2	M	E	Electric Services Operations Supt	90	2
4318	----	2	P/T	E	Electrical Engineer	90	2
4224	----	1	M	E	Electrical Distribution Manager	91	2
4322	----	2	M	E	Electrical Engineering Manager	92	2
4311	622	5	--	NE	Electrical Engineering Assistant	Union-H	10
4312	624	3	--	NE	Electrical Engineering Technician	Union-H	10
1223	312	1	--	NE	Electrical Inspector	Union-E	4
6123	720	7	--	NE	Electrician	Union-I	12
2200	----	6	M	E	Emergency Communications Supervisor	60	2
4315	----	3	P/T	E	Energy Procurement Coordinator	60	2
4316	----	2	P/T	E	Energy Services Coordinator	60	2
1110	304	5	--	NE	Engineering Technician I	Union-E	4
1111	306	3	--	NE	Engineering Technician II	Union-E	4
5305	----	2	P/T	E	Environmental Engineer I	60	2
5306	----	2	P/T	E	Environmental Engineer II	61	2
4117	709	3	--	NE	Environmental Instrument & Control Tech	Union-I	11
5309	----	2	P/T	E	Environmental Specialist	60	2
2113	----	2	M	E	Fire Captain	*62	2
2116	----	1	M	E	Fire Chief	65	3
2114	508	1	--	NE	Fire Inspector	Union-G	9
2112	506	2	--	NE	Fire Lieutenant	Union-G	9
2111	504	4	--	NE	Firefighter	Union-G	9
6140	----	1	M	E	Fleet Support Manager	61	2
1326	370	7	--	NE	Fleet Technician	Union-E	6
1125	----	2	M	E	GIS Coordinator	61	2
1115	----	3	P/T	NE	GIS Specialist	59	2
3212	----	3	M	E	Golf Course Manager	58	2
6221	----	7	M	NE	Grounds Foreman	58	2
6222	----	3	M	E	Grounds Supervisor	60	2
4211	608	8	--	NE	Groundswoker	Union-H	10
0509	----	2	P/T	E	Health Promotion Coordinator	60	2
6153	356	7	--	NE	Heavy Equipment Operator	Union-E	5
0212	----	6	A	NE	Help Desk Specialist	56	2
1216	----	2	P/T	E	Housing Coordinator	61	2
1229	----	1	M	E	Housing Inspections Supervisor	60	2
1225	314	1	--	NE	Housing Inspector	Union-E	4
0513	----	2	P/T	E	Human Resources Officer	61	2
0511	----	5	P/T	E	Human Resources Analyst	59	2
0222	----	1	M	E	Information Technology Manager	62	2
4118	709	3	--	NE	Instrument and Control Technician	Union-I	11
0312	----	2	P/T	E	Investment Officer	60	2
0213	----	5	P/T	NE	IT Operations Technician	57	2
0225	----	3	P/T	NE	IT Specialist - Public Safety	58	2
6111	362	8	--	NE	Laborer	Union-E	5
1318	320	8	--	NE	Laneworker	Union-E	4
4110	700	8	--	NE	Lead Coal Handler	Union-I	11
1328	371	7	--	NE	Lead Fleet Technician	Union-E	4
1307	321	8	--	NE	Lead Lane Worker	Union-E	4
1324	327	7	--	NE	Lead Mechanic (CyRide)	Union-E	4
2207	403	6	--	NE	Lead Police Records Clerk	Union-F	8
2229	----	6	--	NE	Lead Property-Evidence Technician	57	2



0120	----	5	P/T	E	Legal Services Administrative Assistant	59	2
0119	----	6	A	NE	Legal Technician	57	2
3121	----	2	P/T	E	Librarian	58	2
3117	----	5	M	NE	Library Administrative Assistant	58	2
3113	----	5	A	NE	Library Assistant	57	2
3110	----	8	P/T	NE	Library Building Maintenance Supervisor	57	2
3129	----	2	P/T	E	Library Circulation Supervisor	59	2
3105	----	2	M	E	Library Collections Coordinator	61	2
3132	----	5	P/T	E	Library Collections Tech	58	2
3114	----	2	P/T	E	Library Community Relations Specialist	58	2
3123	----	1	M	E	Library Director	65	3
3108	----	1	M	E	Library Info Svs Coordinator	61	2
3120	----	2	P/T	E	Library IT Systems Administrator	60	2
3131	----	2	M	E	Library Outreach Supervisor	59	2
3111	----	6	A	NE	Library Processing Clerk	53	2
3126	----	2	P/T	E	Library Reference Specialist	59	2
3130	----	2	P/T	E	Library Volunteer Coordinator	59	2
3128	----	2	P/T	E	Library Youth Services Specialist	59	2
0166	----	6	A	NE	Mail Clerk	55	2
6117	359	8	--	NE	Maintenance Technician I	Union-E	6
6118	360	8	--	NE	Maintenance Technician II	Union-E	6
6112	344	8	--	NE	Maintenance Worker	Union-E	6
1323	325	7	--	NE	Mechanic (CyRide)	Union-E	4
1322	322	8	--	NE	Mechanic Assistant	Union-E	4
1322	323	8	--	NE	Mechanic Assistant (CyRide)	Union-E	4
0141	300	6	--	NE	Meter Reader	Union-E	4
1122	----	1	M	E	Municipal Engineer	63	2
1228	313	1	--	NE	Neighborhoods Inspector	Union-E	4
0216	----	3	P/T	NE	Network Technician	57	2
9405	999	6	A	NE	Office Worker	Temporary	1
0131	402	6	--	NE	Parking Meter Attendant	Union-F	8
6161	358	8	--	NE	Parking Meter Repair Worker	Union-E	5
6114	348	8	--	NE	Parks Maintenance Specialist	Union-E	5
3213	----	1	M	E	Parks and Facilities Superintendent	62	2
3210	----	5	M	E	Parks and Facilities Supervisor	59	2
0134	----	6	A	NE	Payroll Clerk	57	2
1212	----	2	P/T	E	Planner	60	2
1230	----	5	P/T	E	Plans Examiner	60	2
5411	342	7	--	NE	Plant Maintenance Operator	Union-E	5
5111	329	7	--	NE	Plant Maintenance Specialist	Union-E	4
1222	310	1	--	NE	Plumbing Inspector	Union-E	4
2224	----	1	M	E	Police Commander	63	2
2215	414	4	--	NE	Police Corporal	Union-F	8
2222	----	2	M	E	Police Lieutenant	62	2
2212	408	4	--	NE	Police Officer	Union-F	8
2208	404	6	--	NE	Police Records Clerk	Union-F	8
2205	----	6	M	E	Police Records Supervisor	59	2
2221	----	3	M	E	Police Sergeant	61	2
2225	----	2	M	E	Police Support Services Manager	63	2
4112	704	7	--	NE	Power Plant Auxiliary Operator	Union-I	11
4323	----	2	P/T	E	Power Plant Engineer	90	2
4113	706	7	--	NE	Power Plant Fireworker	Union-I	11
4122	714	7	--	NE	Power Plant Maintenance Foreman	Union-I	12
4125	718	7	--	NE	Power Plant Maintenance Mechanic	Union-I	12
4124	716	8	--	NE	Power Plant Maintenance Worker	Union-I	12
4132	----	1	M	E	Power Plant Manager	92	2
4114	708	7	--	NE	Power Plant Operator	Union-I	11

0113	----	6	A	NE	Principal Clerk	56	2
0163	----	7	P/T	NE	Printing Services Technician	56	2
5412	343	8	--	NE	Process Maintenance Worker	Union-E	6
0175	----	5	P/T	NE	Procurement Specialist I	57	2
0172	----	5	P/T	NE	Procurement Specialist II	59	2
2228	----	6	P/T	NE	Property/Evidence Technician	56	2
0713	----	2	P/T	E	Public Relations Officer	61	2
2204	----	6	--	NE	Public Safety Dispatcher	Temporary	1
2202	406	6	--	NE	Public Safety Dispatcher	Union-F	8
2201	416	6	--	NE	Public Safety Lead Dispatcher	Union-F	8
0712	----	5	M	E	Public Works Administrative Assistant	60	2
6230	----	1	M	E	Public Works Operations Manager	62	2
6231	----	3	M	E	Public Works Operations Supervisor	61	2
0173	----	2	M	E	Purchasing Manager	62	2
0711	602	6	--	NE	Records and Materials Specialist	Union-H	10
9500	----	6	M	E	Records Manager/City Clerk	61	2
3201	----	5	M	E	Recreation Coordinator	57	2
3202	----	5	M	E	Recreation Coord - Aquatics & Activities	57	2
3207	----	2	M	E	Recreation Supervisor	60	2
5222	----	2	M	E	Resource Recovery Asst. Superintendent	61	2
6154	372	7	--	NE	Resource Recovery Equipment Operator	Union-E	5
5220	339	7	--	NE	Resource Recovery Lead Operator	Union-E	4
5221	340	7	--	NE	Resource Recovery Maint. Operator	Union-E	5
6119	724	8	--	NE	Resource Recovery Maint. Tech. I	Union-E	6
6120	726	8	--	NE	Resource Recovery Maint. Tech. II	Union-E	6
5223	----	1	M	E	Resource Recovery Superintendent	62	2
0610	----	1	P/T	E	Risk Manager	61	2
2314	----	1	P/T	E	Sanitarian	60	2
3200	----	8	--	NE	Seasonal Parks and Recreation	Temporary	
0121	----	6	A	NE	Secretary I	57	2
0122	----	6	A	NE	Secretary II	58	2
0112	----	6	A	NE	Senior Clerk	55	2
1112	----	3	M	NE	Senior Engineering Technician	59	2
6152	354	7	--	NE	Senior Heavy Equipment Operator	Union-E	5
6113	346	8	--	NE	Senior Maintenance Worker	Union-E	5
0142	302	6	--	NE	Senior Meter Reader	Union-E	4
1319	364	8	--	NE	Service Worker	Union-E	5
0171	600	6	--	NE	Storekeeper	Union-H	10
1123	----	2	P/T	E	Stormwater Specialist	59	2
6211	----	7	M	NE	Streets Maintenance Foreman	59	2
6213	----	3	M	E	Streets Operations Supervisor	61	2
4218	616	7	--	NE	Substation Electrician	Union-H	10
4209	604	8	--	NE	Substation Electrician Assistant	Union-H	10
6126	626	7	--	NE	Substation Foreman	Union-H	10
0221	----	2	P/T	E	Systems Analyst	60	2
9407	----	3	P/T	NE	Technical Assistant	Temporary	1
3116	----	6	A	NE	Technical Services Assistant	56	2
0224	----	2	M	E	Telecommunications/Network Specialist	60	2
9450	----	1	--	E	Temporary Manager	Temporary	1
1133	----	2	M	E	Traffic Engineer I	61	2
1136	----	2	M	E	Traffic Engineer II	62	2
1135	358	3	--	NE	Traffic Sign Technician	Union-E	5
1131	308	3	--	NE	Traffic Signal Technician	Union-E	5
1134	309	3	--	NE	Traffic Signal Tech Lead Worker	Union-E	6
1132	----	3	M	E	Traffic Supervisor	60	2
1316	----	5	P/T	E	Transit Coordinator	60	2
1311	----	8	--	NE	Transit Driver (< 20 hrs/week)	Temporary	1

1311	316	8	--	NE	Transit Driver	Union-E	4
1310	----	5	M	E	Transit Maintenance Coordinator	60	2
1313	----	6	M	NE	Transit Operations Assistant	57	2
1312	----	2	M	E	Transit Operations Supervisor	61	2
1305	----	2	P/T	E	Transit Planner/EEO Officer	60	2
1320	----	5	M	E	Transit Trainer	59	2
1129	----	2	P/T	E	Transportation Planner	60	2
6151	352	8	--	NE	Truck Driver	Union-E	5
4212	610	8	--	NE	Truck Driver/Groundswoker	Union-H	10
9403	999	8	--	NE	Unclassified Labor	Temporary	1
9404	999	8	--	NE	Unclassified Skilled Laborer	Temporary	1
4210	606	7	--	NE	Underground Electric Serviceworker	Union-H	10
0310	----	2	M	E	Utility Accounts Supervisor	61	2
0135	----	6	A	NE	Utility Accounts Technician	57	2
0136	----	6	A	NE	Utility Customer Services Clerk	56	2
4320	----	2	P/T	E	Utility Engineer	90	2
5121	----	7	M	NE	Utility Maintenance Foreman	59	2
5131	332	8	--	NE	Water Meter Repair Worker	Union-E	4
5132	----	3	M	E	Water Meter Supervisor	60	2
5114	----	2	M	E	Water Plant Maintenance Supervisor	60	2
5112	328	7	--	NE	Water Plant Operator	Union-E	4
5113	----	1	M	E	Water Plant Superintendent	62	2
5130	330	8	--	NE	Water Utility Locator	Union-E	4
5141	336	3	--	NE	Water & PC Laboratory Analyst	Union-E	4
5143	----	1	M	E	Water & PC Laboratory Supervisor	60	2
5140	334	3	--	NE	Water& PC Laboratory Technician	Union-E	4
3208	----	5	M	E	Wellness Program Manager	59	2
5215	----	2	M	E	WPC Plant Maintenance Supervisor	60	2
5212	337	7	--	NE	WPC Plant Assistant Operator	Union-E	7
5213	338	7	--	NE	WPC Plant Operator	Union-E	4
5214	----	1	M	E	WPC Plant Superintendent	62	2
3125	----	2	P/T	E	Youth Librarian	58	2

## **SALARY RANGES FOR UNCLASSIFIED CLASSES**

**Effective 7/1/11**

<b><u>CODE</u></b>	<b><u>CLASSIFICATION</u></b>	<b><u>MINIMUM</u></b>	<b><u>MIDPOINT</u></b>	<b><u>MAXIMUM</u></b>
1116	Co-op	14.3786	16.1627	17.9467
1311	Transit Driver	11.0000	12.0000	13.0000
2206	Community Safety Officer Coord	16.0909		
2209	Community Safety Officer	15.3248		
2204	Public Safety Dispatcher	15.0754		
2310	Animal Control Attendant	11.3434	13.2298	15.1162
9403	Unclassified Labor	7.5429	11.4615	15.1162
9404	Unclassified Skilled Laborer	14.5253	20.4070	26.2889
9405	Office Worker	7.5429	11.4615	15.1162
9407	Technical Assistant	12.6829	15.1758	17.6687
9450	Temporary Manager	25.6134	37.5360	49.4586

**C PAY PLAN**  
**Effective 7/1/11**

<b><u>PAY GRADE</u></b>	<b><u>PAY PERIOD</u></b>	<b><u>MINIMUM</u></b>	<b><u>MIDPOINT</u></b>	<b><u>MAXIMUM</u></b>
51	Annual Hourly	26,518 12.7491	30,484 14.6558	34,449 16.5621
52	Annual Hourly	28,085 13.5025	32,593 15.6698	37,100 17.8366
53	Annual Hourly	29,864 14.3577	34,889 16.7736	39,913 19.1890
54	Annual Hourly	31,875 15.3246	37,517 18.0371	43,160 20.7500
55	Annual Hourly	34,117 16.4025	40,467 19.4553	46,819 22.5092
56	Annual Hourly	36,641 17.6159	43,793 21.0544	50,943 24.4919
57	Annual Hourly	39,503 18.9919	47,567 22.8688	55,631 26.7457
58	Annual Hourly	42,724 20.5404	51,832 24.9193	60,940 29.2981
59	Annual Hourly	46,357 22.2871	56,650 27.2356	66,943 32.1842
60	Annual Hourly	50,478 24.2683	62,138 29.8741	73,798 35.4799
61	Annual Hourly	55,140 26.5097	68,385 32.8775	81,628 39.2443
62	Annual Hourly	60,450 29.0625	75,498 36.2972	90,546 43.5318
62*	Annual Hourly	60,450 20.7590	75,498 25.9266	90,546 31.0941
63	Annual Hourly	66,480 31.9616	83,628 40.2058	100,775 48.4496
90	Annual Hourly	61,479 29.5573	74,133 35.6409	86,784 41.7231
91	Annual Hourly	67,161 32.2890	81,578 39.2202	95,992 46.1500
92	Annual Hourly	73,627 35.3976	90,051 43.2938	106,475 51.1900
93	Annual Hourly	80,968 38.9270	99,738 47.9510	118,507 56.9746
94	Annual Hourly	89,316 42.9404	110,809 53.2736	132,300 63.6058
95	Annual Hourly	98,856 47.5270	123,503 59.3765	148,148 71.2250

**D PAY PLAN**  
**Effective 7/1/2011**

<b><u>PAY GRADE</u></b>	<b><u>PAY PERIOD</u></b>	<b><u>MINIMUM</u></b>	<b><u>MIDPOINT</u></b>	<b><u>MAXIMUM</u></b>
64	Annual	73,334	92,918	112,503
	Hourly	35.2568	44.6722	54.0880
65	Annual	81,164	103,571	125,977
	Hourly	39.0212	49.7938	60.5659
66	Annual	90,159	115,851	141,540
	Hourly	43.3457	55.6976	68.0481
96	Annual	109,807	138,126	166,446
	Hourly	52.7919	66.4068	80.0222

**E PAY PLAN**  
**IUOE Blue Collar Unit**  
**Effective 7/1/11**

<b>HTE</b>	<b>CLASS</b>		<b>STEP A (START)</b>		<b>STEP B (18 MOS)</b>		<b>STEP C (48 MOS)</b>	
	<b>CODE</b>	<b>TITLE</b>	<b>Annual</b>	<b>Hourly</b>	<b>Annual</b>	<b>Hourly</b>	<b>Annual</b>	<b>Hourly</b>
300	0141	Meter Reader	36,004.80	17.31	40,872.00	19.65	48,089.60	23.12
302	0142	Senior Meter Reader	37,793.60	18.17	42,619.20	20.49	52,187.20	25.09
304	1110	Engineering Technician I	34,361.60	16.52	38,896.00	18.70	45,801.60	22.02
306	1111	Engineering Technician II	37,294.40	17.93	43,305.60	20.82	49,691.20	23.89
310	1222	Plumbing Inspector	46,633.60	22.42	52,728.00	25.35	61,734.40	29.68
312	1223	Electrical Inspector	46,633.60	22.42	52,728.00	25.35	61,734.40	29.68
313	1228	Neighborhoods Inspector	46,633.60	22.42	52,728.00	25.35	61,734.40	29.68
314	1225	Housing Inspector	46,633.60	22.42	52,728.00	25.35	61,734.40	29.68
315	1226	Building & Zoning Inspector	46,633.60	22.42	52,728.00	25.35	61,734.40	29.68
316	1311	Transit Driver (Full-time)*	31,366.40	15.08	37,024.00	17.80	44,470.40	21.38
318	1311	Transit Driver (PT 20 hrs)*		12.88		15.70		16.97
321	1307	Lead Lane Worker	28,142.40	13.53	34,320.00	16.50	37,065.60	17.82
320	1318	Lane Worker	26,790.40	12.88	32,656.00	15.70	35,297.60	16.97
364	1319	Service Worker	See page 5					
322	1322	Mechanic Assistant	37,481.60	18.02	42,577.60	20.47	50,065.60	24.07
323	1322	Mechanic Assistant (CyRide)	36,067.20	17.34	42,577.60	20.47	50,065.60	24.07
325	1323	Mechanic (CyRide)	43,180.80	20.76	47,632.00	22.90	56,014.40	26.93
327	1324	Lead Mechanic (CyRide)	45,323.20	21.79	50,065.60	24.07	58,739.20	28.24
370	1326	Fleet Technician	See page 6					
371	1328	Lead Fleet Technician	49,483.20	23.79	52,561.60	25.27	61,900.80	29.76
329	5111	Plant Maintenance Specialist	44,678.40	21.48	50,648.00	24.35	59,654.40	28.68
328	5112	Water Plant Operator	47,403.20	22.79	53,726.40	25.83	63,086.40	30.33
330	5130	Water Utility Locator	43,180.80	20.76	48,900.80	23.51	57,657.60	27.72
332	5131	Water Meter Repair Worker	40,955.20	19.69	46,467.20	22.34	54,620.80	26.26
334	5140	Water/PC Lab Technician	38,459.20	18.49	42,972.80	20.66	49,920.00	24.00
336	5141	Water/PC Lab Analyst	47,403.20	22.79	53,726.40	25.83	63,086.40	30.33
337	5212	WPC Plant Asst. Operator	see page 7					
338	5213	WPC Plant Operator	47,403.20	22.79	53,726.40	25.83	63,086.40	30.33
339	5220	Res. Rec. Lead Operator	44,636.80	21.46	50,606.40	24.33	59,446.40	28.58
340	5221	Res. Rec. Maint. Operator	42,556.80	20.46	48,256.00	23.20	56,555.20	27.19
342	5411	Plant Maintenance Operator	47,403.20	22.79	53,726.40	25.83	63,086.40	30.33

**E PAY PLAN**  
**IUOE Blue Collar Unit**  
**Effective 7/1/11**

<u>HTE</u>	<u>CLASS</u>		<u>STEP A (START)</u>		<u>STEP B (18 MOS)</u>		<u>STEP C (48 MOS)</u>	
	<u>CODE</u>	<u>TITLE</u>	<u>Annual</u>	<u>Hourly</u>	<u>Annual</u>	<u>Hourly</u>	<u>Annual</u>	<u>Hourly</u>
343	5412	Process Maintenance Worker	See page 6					
362	6111	Laborer	See below					
344	6112	Maintenance Worker	See page 6					
346	6113	Senior Maintenance Worker	41,579.20	19.99	47,132.80	22.66	55,369.60	26.62
348	6114	Parks Maintenance Specialist	42,140.80	20.26	44,532.80	21.41	52,062.40	25.03
350	6121	Building Maint. Specialist	40,955.20	19.69	46,467.20	22.34	54,620.80	26.26
352	6151	Truck Driver	32,198.40	15.48	36,420.80	17.51	42,868.80	20.61
354	6152	Senior Heavy Equipment Oper	43,721.60	21.02	46,467.20	22.34	54,620.80	26.26
356	6153	Heavy Equipment Operator	39,790.40	19.13	42,307.20	20.34	49,732.80	23.91
372	6154	Res Rec Equipment Operator	41,579.20	19.99	47,132.80	22.66	55,369.60	26.62

<u>HTE</u>	<u>CLASS</u>		<u>STEP A (START)</u>		<u>STEP B (30 MOS)</u>	
	<u>CODE</u>	<u>TITLE</u>	<u>Annual</u>	<u>Hourly</u>	<u>Annual</u>	<u>Hourly</u>
364	1319	Service Worker	34,091.20	16.39	40,248.00	19.35
362	6111	Laborer	32,136.00	15.45	37,772.80	18.16
366	6163	Custodian	30,888.00	14.85	36,316.80	17.46

<u>HTE</u>	<u>CLASS</u>		<u>STEP A (START)</u>	
	<u>CODE</u>	<u>TITLE</u>	<u>Annual</u>	<u>Hourly</u>
358	6161	Parking Meter Repair Worker		
		Step A (Start)	37,315.20	17.94
		Step B (12 months)	40,435.20	19.44
		Step C (24 months)	43,534.40	20.93
		Step D (48 months)	49,732.80	23.91
358	1135	Traffic Sign Technician		
		Step A (Start)	37,315.20	17.94
		Step B (12 months)	40,435.20	19.44
		Step C (24 months)	43,534.40	20.93
		Step D (48 months)	49,732.80	23.91
308	1131	Traffic Signal Technician		
		Step A (Start)	44,740.80	21.51
		Step B (12 months)	47,153.60	22.67
		Step C (24 months)	51,209.60	24.62
		Step D (48 months)	54,454.40	26.18



**E PAY PLAN**  
**IUOE Blue Collar Unit**  
**Effective 7/1/11**

309	1134	Traffic Signal Technician Lead		
		Step A (Start)	47,028.80	22.61
		Step B (12 months)	50,918.40	24.48
		Step C (24 months)	54,828.80	26.36
		Step D (48 months)	57,137.60	27.47
370	1326	Fleet Technician		
		Step A – 4 ASE tests	47,132.80	22.66
		Step B – 7 ASE tests (within 1 year)	51,022.40	24.53
		Step C –10 ASE tests (within 2 years)	54,932.80	26.41
		Step D – ASE certified (within 3 years)	59,009.60	28.37

<u>HTE</u>	<u>CLASS</u> <u>CODE</u>	<u>TITLE</u>	<u>STEP A</u> <u>(START)</u>	<u>STEP B</u> <u>(6 MOS)</u>	<u>STEP C</u> <u>(12 MOS)</u>	<u>STEP D</u> <u>(18 MOS)</u>	<u>STEP E</u> <u>(24 MOS)</u>	<u>STEP F</u> <u>(36 MOS)</u>	<u>STEP G</u> <u>(48 MOS)</u>
343	5412	Process Maintenance Worker							
		Annual	35,859.20	37,606.40	39,603.20	41,038.40	42,764.80	44,491.20	46,238.40
		Hourly	17.24	18.08	19.04	19.73	20.56	21.39	22.23
344	6112	Maintenance Worker							
		Annual	35,880.00		36,857.60		38,251.20		44,948.80
		Hourly	17.25		17.72		18.39		21.61
359	6117	W&PC Maintenance Technician I							
		Annual					41,891.20		48,609.60
		Hourly					20.14*		23.37*
360	6118	W&PC Maintenance Technician II							
		Annual							55,369.60
		Hourly							26.62*
724	6119	RRP Maintenance Tech. I							
		Annual					45,801.60	47,548.80	49,275.20
		Hourly					22.02*	22.86*	23.69*
726	6120	RRP Maintenance Tech. II							
		Annual						53,622.40	55,369.60
		Hourly						25.78*	26.62*

\*must also have successfully completed required skill block to be eligible for this rate

<u>HTE</u>	<u>CLASS</u> <u>CODE</u>	<u>TITLE</u>	<u>Annual</u>	<u>Hourly</u>
337	5212	WPC Plant Asst. Operator		
		Step A (Start)	41,579.20	19.99
		Step B (within 8 months) Grade I certificate	44,491.20	21.39
		Step C (within 24 months) 21 CEU's directly related to wastewater treatment	47,403.20	22.79

**F PAY PLAN**  
**PPME - Police**  
**Effective 7/1/11**

<b><u>HTE</u></b>	<b><u>CLASS CODE</u></b>	<b><u>TITLE</u></b>	<b><u>STEP A (Start)</u></b>	<b><u>STEP B (18 Mos)</u></b>	<b><u>STEP C (36 Mos)</u></b>
400	2308	Animal Control Clerk	34,871 16.7649	41,813 20.1024	- -
402	0131	Parking Meter Attendant	31,269 15.0332	33,112 15.9193	39,742 19.1068
403	2207	Lead Police Records Clerk	36,613 17.6025	40,203 19.3284	47,908 23.0327
404	2208	Police Records Clerk	34,871 16.7649	38,287 18.4073	45,627 21.9361
416	2201	Public Safety Lead Dispatcher	40,486 19.4645	42,460 20.4135	48,943 23.5303
406	2202	Public Safety Dispatcher	37,863 18.2034	39,688 19.0808	45,874 22.0549
408	2212	Police Officer	45,715 22.0846	50,033 24.1707	59,671 28.8268
414	2215	Police Corporal	52,522 25.2510	62,608 30.1000	- -
412	2311	Animal Control Officer	33,115 15.9207	35,908 17.2635	44,505 21.3967

Step A = 0 through 18 months

Step B = 19 through 36 months, or 19 months plus

Step C = 37 months plus

**G PAY PLAN  
IAFF - Fire  
Effective 7/1/11**

<u>HTE</u>	<u>CLASS CODE</u>	<u>TITLE</u>	<u>STEP A</u>	<u>STEP B</u>	<u>STEP C</u>	<u>STEP D</u>
504	2111	Firefighter	41,355 14.2016	45,308 15.5592	54,244 18.6278	59,300 20.3641
506	2112	Fire Lieutenant	65,724 22.5701	-----	-----	-----
508	2114	Fire Inspector	72,187 34.7053	-----	-----	-----

Step A = 0 through 18 months  
Step B = 19 months  
Step C = 37 months  
Step D = 60 months (See also Section 16.3)

Effective July 1, 2004, the City will combine incentive pay (First Responder - .7%, Instructor I - .7%, and DMACC classes – 1.7% for a total of 3.1%) and add to Firefighter Step D, Fire Lieutenant, and Fire Inspector pay scale.

**H PAY PLAN  
IBEW  
Effective 7/1/11**

<u>HTE</u>	<u>CLASS CODE</u>	<u>TITLE</u>	<u>Annual</u>	<u>Hourly</u>
600	0171	Storekeeper	40,892.80	19.66
602	0711	Records and Materials Specialist	51,958.40	24.98
604	4209	Substation Electrician Assistant	58,177.60	27.97
606	4210	Underground Electric Serviceworker	55,432.00	26.65
608	4211	Groundswoker	50,980.80	24.51
610	4212	Truck Driver/Groundswoker	55,432.00	26.65
612	4213	Electric Serviceworker	59,550.40	28.63
614	4215	Electric Lineworker	68,619.20	32.99
616	4218	Substation Electrician	68,619.20	32.99
618	4221	Electric Line Foreman	72,696.00	34.95
620	4231	Electric Meter Repair Worker	59,155.20	28.44
622	4311	Electrical Engineering Assistant	56,659.20	27.24
624	4312	Electrical Engineering Technician	73,860.80	35.51
626	6126	Substation Foreman	72,696.00	34.95
628	4214	Apprentice Electric Lineworker	59,550.40	28.63
630	4217	Apprentice Substation Electrician		
	A.	0 - 1000 Hours (65%)	44,595.20	21.44
	B.	1000 - 2000 Hours (70%)	48,048.00	23.10
	C.	2000 - 3000 Hours (75%)	51,480.00	24.75
	D.	3000 - 4000 Hours (80%)	54,870.40	26.38
	E.	4000 - 5000 Hours (85%)	58,323.20	28.04
	F.	5000 - 6000 Hours (90%)	61,734.40	29.68
632	4230	Apprentice Electric Meter Repair Worker		
	A.	0 - 1000 Hours (75%)	44,324.80	21.31
	B.	1000 - 2000 Hours (80%)	47,257.60	22.72
	C.	2000 - 3000 Hours (85%)	50,252.80	24.16
	D.	3000 - 4000 Hours (90%)	53,206.40	25.58

The above listed wage rates for apprentices are based on percentages of journeyman rates as set out in the respective apprentice agreements. Progression within the apprentice classifications is contingent upon training and outside coursework plus meeting

**I PAY PLAN  
IUOE - Power Plant  
Effective 7/1/11**

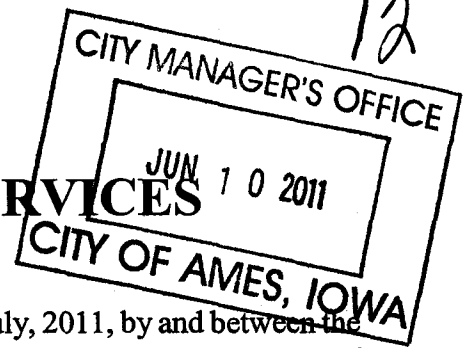
<u>HTE</u>	<u>CLASS CODE</u>	<u>TITLE</u>	<u>ANNUAL</u>	<u>HOURLY</u>
700	4110	Lead Coal Handler	60,153.60	28.92
702	4111	Coal Handler		
		1st 6 months	42,910.40	20.63
		2nd 6 months	45,739.20	21.99
		3rd 6 months	51,500.80	24.76
		Thereafter	57,283.20	27.54
704	4112	Power Plant Auxiliary Operator		
		1st 6 months	49,920.00	24.00
		2nd 6 months	53,060.80	25.51
		3rd 6 months	56,160.00	27.00
		4th 6 months	59,363.20	28.54
		Thereafter	62,483.20	30.04
706	4113	Power Plant Fireworker		
		5th 6 months	63,294.40	30.43
		6th 6 months	66,081.60	31.77
		Thereafter	68,140.80	32.76
708	4114	Power Plant Operator		
		7th 6 months	70,657.60	33.97
		Thereafter	72,883.20	35.04
709	4117	Environmental Instrument & Control Technician		
		1st 6 months	56,284.80	27.06
		2nd 6 months	60,091.20	28.89
		3rd 6 months	63,856.00	30.70
		4th 6 months	67,496.00	32.45
		5th 6 months	71,302.40	34.28
		6th 6 months	73,548.80	35.36
		Thereafter	75,212.80	36.16
709	4118	Instrument & Control Technician		
		1st 6 months	56,284.80	27.06
		2nd 6 months	60,091.20	28.89
		3rd 6 months	63,856.00	30.70
		4th 6 months	67,496.00	32.45
		5th 6 months	71,302.40	34.28
		6th 6 months	73,548.80	35.36
		Thereafter	75,212.80	36.16

**I PAY PLAN  
IUOE - Power Plant  
Effective 7/1/11**

<b><u>HTE</u></b>	<b><u>CLASS CODE</u></b>	<b><u>TITLE</u></b>	<b><u>ANNUAL</u></b>	<b><u>HOURLY</u></b>
714	4122	Power Plant Maintenance Foreman	75,212.80	36.16
716	4124	Power Plant Maintenance Worker		
		1st 6 months	38,542.40	18.53
		2nd 6 months	41,225.60	19.82
		3rd 6 months	46,342.40	22.28
		Thereafter	52,395.20	25.19
718	4125	Power Plant Maintenance Mechanic		
		1st 6 months	51,833.60	24.92
		2nd 6 months	55,057.60	26.47
		3rd 6 months	58,344.00	28.05
		4th 6 months	61,547.20	29.59
		Thereafter	64,833.60	31.17
720	6123	Electrician		
		1st 6 months	49,587.20	23.84
		2nd 6 months	52,790.40	25.38
		3rd 6 months	56,160.00	27.00
		4th 6 months	59,446.40	28.58
		5th 6 months	62,753.60	30.17
		6th 6 months	64,833.60	31.17
		Thereafter	66,081.60	31.77
722	6163	Custodian		
		1st 6 months	32,136.00	15.45
		2nd 6 months	34,049.60	16.37
		Thereafter	37,606.40	18.08

Progression within the apprentice classification is contingent upon successful completion of outside course work and satisfactory progress during each step interval plus meeting the requirements set out in the apprenticeship agreement.

# CONTRACT FOR HUMAN SERVICES



**THIS AGREEMENT**, made and entered into the 1st day of July, 2011, by and between the **CITY OF AMES, IOWA**, a municipal corporation organized and existing pursuant to the laws of the State of Iowa (hereinafter sometimes called "City") and **BIG BROTHERS/BIG SISTERS OF CENTRAL IOWA, INC.** (a nonprofit corporation organized and existing pursuant to the laws of the State of Iowa and hereinafter called "Provider");

## WITNESSETH THAT:

**WHEREAS**, the City of Ames has, by its City Council acting in open and regular session, determined that certain services and facilities to be provided to the City of Ames and its citizens by Provider, such services and facilities being hereinafter described and set out, should be purchased in accordance with the terms of a written agreement as hereinafter set out, in accordance with all applicable Federal, State, and Local laws or regulations;

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

### I PURPOSE

The purpose of this Agreement is to procure for the City of Ames and its citizens certain services and facilities as hereinafter described and set out; to establish the methods, procedures, terms and conditions governing payment by the City of Ames for such services; and, to establish other duties, responsibilities, terms and conditions mutually undertaken and agreed to by the parties hereto in consideration of the services to be performed and monies paid.

### II SCOPE OF SERVICES

Provider shall provide the services and facilities to the City of Ames and its citizens as set out in the Provider's 2011/2012 ASSET proposal, and service components provided in Attachment B. This description shall be made a part of this Agreement. The programs or services must conform to the standardized definitions used by the Analysis of Social Services Evaluation Team (ASSET), and unit costs must be consistent between all ASSET funders.

The City will be contracting for services, not to exceed the following amounts:

SERVICE	AMOUNT
Community Based Mentoring	\$11,560



### **III METHOD OF PAYMENT**

A. All payments to be made by the City of Ames pursuant to this Agreement shall be reimbursement for actual costs incurred by Provider in providing services required by Section II above.

B. The City will disburse payment monthly on requisition of Provider. The initial disbursement may, if Provider so requests, be an advance on projected and estimated costs for the month to follow. If disbursements are made as an advance on estimated and projected costs, no subsequent disbursements shall be made until the provider submits complete and accurate documentation of actual costs for the previous disbursement period.

C. Requisitions for disbursement shall be made in such form and in accordance with such procedures as the Director of Finance for the City shall prescribe. Said form shall include but not be limited to an itemization of the nature and amount of costs for which reimbursement is requested, and must be filled out completely.

D. The maximum total amount payable by the City of Ames under this agreement is **\$11,560** as detailed in the SCOPE OF SERVICES (Part II of this contract), and no greater amount shall be paid.

E. All unobligated amounts disbursed to the Provider shall be repaid to the City as of the effective date of termination of this agreement. The Provider shall repay to the City any disbursed funds for which documentation of actual expenses is not provided.

F. The Provider shall requisition for funds on a monthly basis. If Provider wishes to request disbursement of funds on other than a monthly basis, the Provider must request in writing that an alternate disbursement period be adopted and approved by the Director of Finance for the City. Failure to request reimbursement in a timely manner shall be grounds for termination of this agreement.

### **IV FINANCIAL ACCOUNTING AND ADMINISTRATION**

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

B. Monies disbursed to Provider by the City will be deposited by Provider in an account under the Provider's name, with a bank located in Story County, Iowa. All checks drawn on the said account shall bear a memorandum line on which the drawer shall note the nature of the costs for which the check is drawn in payment, and the program(s) of service.

C. All costs for which reimbursement is claimed shall be supported by documentation evidencing in proper detail the nature and propriety of the charges. The City-provided reimbursement form shall be completed and include the service name, the unit cost claimed for each service, and the client code where required. A client code shall be required for any service in which the individual has entered the program through a third party referral, intake process, personal application, or emergency response. Exceptions shall include one-time educational sessions, confidential telephone counseling, or where the identity and residency of a person cannot be reasonably determined. The Provider may assign whatever client code it deems appropriate, as long as it can be used to verify the client's Ames or Story County residency and participation in City-subsidized programs of service.

and/or sliding fee scale. The reimbursement form shall also contain any reimbursement being received from any other source for services rendered to an Ames resident for whom the City is also being charged.

All checks or other accounting documents pertaining in whole or in part to this Agreement shall be clearly identified as such and readily accessible for examination and audit by the City or its authorized representative.

D. All records shall be maintained in accordance with procedures and requirements established by the City Finance Director, and the City Finance Director may, prior to any disbursement under this Agreement, conduct a pre-audit of record keeping and financial accounting procedures of the Provider for the purpose of determining changes and modifications necessary with respect to accounting for funds made available hereunder. All records and documents required by this Agreement shall be maintained for a period of three (3) years following final disbursement by the City.

E. At such time and in such form as the City may require, there shall be furnished to the City such statements, records, reports, data, and information as the City may require with respect to the use made of monies disbursed hereunder.

F. At any time during normal business hours, and as often as the City may deem necessary, there shall be made available to the City for examination all records with respect to all matters covered by this Agreement and Provider will permit the City to audit, examine, and make excerpts or transcripts from such records.

G. Monies provided under this agreement shall not be used as matching funds for a grant to fund activities in any county other than Story County.

## **V DURATION**

This Agreement shall be in full force and effect from and after July 1, 2011, until June 30, 2012. The City Council may terminate this Agreement by giving written notice to the Provider at least sixty (60) days before the effective date of such termination. From and after the effective date of termination, no further disbursement under this Agreement shall be made by the City. Any money disbursed to the Provider and unencumbered or unspent as of the effective date of termination, shall be repaid to the City.

## **VI HIPAA**

The City and Provider are committed to complying with any applicable HIPAA Privacy Provisions. Providers operating under HIPAA guidelines will be required to have a Personal Health Information (PHI) release for each client which authorizes release of such information to the City. A copy of such agreement shall be provided to the City on request. A business associate agreement will be executed between the City and the provider regarding how PHI information will be provided to and used by the City.

**VII  
DISCRIMINATION PROHIBITED**

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

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

**CITY OF AMES, IOWA**

**ATTEST:**

BY \_\_\_\_\_  
Ann Campbell, Mayor

\_\_\_\_\_  
Diane Voss, City Clerk

**BIG BROTHERS/BIG SISTERS**

Organization Address (*please print*):

BY *Althea Holcomb, CEO*  
Authorized Representative,  
*Ben Codd, Director*

*116 MAIN STREET*  
*AMES, IA 50010*

Print Name:

Phone Number:

*ALTHEA HOLCOMB*

*515. 233.2243*

## ATTACHMENT B

2011/2012

Please state the name of Service and all Program components for that Service which the agency intends to charge against the City of Ames funds during the fiscal year. State unit cost and projected number of units requested under this contract. Attach additional sheets, if necessary.

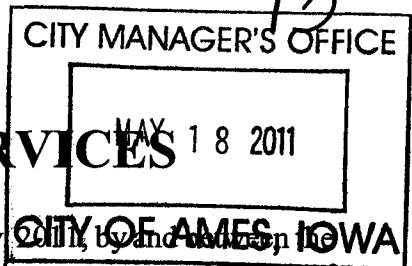
1. NAME OF SERVICE:	UNITS	COST
Program (name)		
Program (Community Based Mentoring)	21	547.66
Program (name)		

2. NAME OF SERVICE:	UNITS	COST
Program (name)		
Program (name)		
Program (name)		
Program (name)		

3. NAME OF SERVICE:	UNITS	COST
Program (name)		
Program (name)		
Program (name)		
Program (name)		

4. NAME OF SERVICE:	UNITS	COST
Program (name)		
Program (name)		
Program (name)		
Program (name)		

# CONTRACT FOR HUMAN SERVICES



**THIS AGREEMENT**, made and entered into the 1st day of July, 2011, by and between the **CITY OF AMES, IOWA**, a municipal corporation organized and existing pursuant to the laws of the State of Iowa (hereinafter sometimes called "City") and **American Red Cross, Lincoln Way Chapter** (a nonprofit corporation organized and existing pursuant to the laws of the State of Iowa and hereinafter called "Provider");

## WITNESSETH THAT:

**WHEREAS**, the City of Ames has, by its City Council acting in open and regular session, determined that certain services and facilities to be provided to the City of Ames and its citizens by Provider, such services and facilities being hereinafter described and set out, should be purchased in accordance with the terms of a written agreement as hereinafter set out, in accordance with all applicable Federal, State, and Local laws or regulations;

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

## I PURPOSE

The purpose of this Agreement is to procure for the City of Ames and its citizens certain services and facilities as hereinafter described and set out; to establish the methods, procedures, terms and conditions governing payment by the City of Ames for such services; and, to establish other duties, responsibilities, terms and conditions mutually undertaken and agreed to by the parties hereto in consideration of the services to be performed and monies paid.

## II SCOPE OF SERVICES

Provider shall provide the services and facilities to the City of Ames and its citizens as set out in the Provider's 2011/2012 ASSET proposal, and service components provided in Attachment B. This description shall be made a part of this Agreement. The programs or services must conform to the standardized definitions used by the Analysis of Social Services Evaluation Team (ASSET), and unit costs must be consistent between all ASSET funders.

The City will be contracting for services, not to exceed the following amounts:

SERVICE	AMOUNT
Disaster Services	\$19,530
CPR/First Aid/Health & Safety	2,000

### **III METHOD OF PAYMENT**

A. All payments to be made by the City of Ames pursuant to this Agreement shall be reimbursement for actual costs incurred by Provider in providing services required by Section II above.

B. The City will disburse payment monthly on requisition of Provider. The initial disbursement may, if Provider so requests, be an advance on projected and estimated costs for the month to follow. If disbursements are made as an advance on estimated and projected costs, no subsequent disbursements shall be made until the provider submits complete and accurate documentation of actual costs for the previous disbursement period.

C. Requisitions for disbursement shall be made in such form and in accordance with such procedures as the Director of Finance for the City shall prescribe. Said form shall include but not be limited to an itemization of the nature and amount of costs for which reimbursement is requested, and must be filled out completely.

D. The maximum total amount payable by the City of Ames under this agreement is **\$21,530** as detailed in the SCOPE OF SERVICES (Part II of this contract), and no greater amount shall be paid.

E. All unobligated amounts disbursed to the Provider shall be repaid to the City as of the effective date of termination of this agreement. The Provider shall repay to the City any disbursed funds for which documentation of actual expenses is not provided.

F. The Provider shall requisition for funds on a monthly basis. If Provider wishes to request disbursement of funds on other than a monthly basis, the Provider must request in writing that an alternate disbursement period be adopted and approved by the Director of Finance for the City. Failure to request reimbursement in a timely manner shall be grounds for termination of this agreement.

### **IV FINANCIAL ACCOUNTING AND ADMINISTRATION**

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

B. Monies disbursed to Provider by the City will be deposited by Provider in an account under the Provider's name, with a bank located in Story County, Iowa. All checks drawn on the said account shall bear a memorandum line on which the drawer shall note the nature of the costs for which the check is drawn in payment, and the program(s) of service.

C. All costs for which reimbursement is claimed shall be supported by documentation evidencing in proper detail the nature and propriety of the charges. The City-provided reimbursement form shall be completed and include the service name, the unit cost claimed for each service, and the client code where required. A client code shall be required for any service in which the individual has entered the program through a third party referral, intake process, personal application, or emergency response. Exceptions shall include one-time educational sessions, confidential telephone counseling, or where the identity and residency of a person cannot be reasonably determined. The Provider may assign whatever client code it deems appropriate, as long as it can be used to verify the client's Ames or Story County residency and participation in City-subsidized programs of service.

and/or sliding fee scale. The reimbursement form shall also contain any reimbursement being received from any other source for services rendered to an Ames resident for whom the City is also being charged.

All checks or other accounting documents pertaining in whole or in part to this Agreement shall be clearly identified as such and readily accessible for examination and audit by the City or its authorized representative.

D. All records shall be maintained in accordance with procedures and requirements established by the City Finance Director, and the City Finance Director may, prior to any disbursement under this Agreement, conduct a pre-audit of record keeping and financial accounting procedures of the Provider for the purpose of determining changes and modifications necessary with respect to accounting for funds made available hereunder. All records and documents required by this Agreement shall be maintained for a period of three (3) years following final disbursement by the City.

E. At such time and in such form as the City may require, there shall be furnished to the City such statements, records, reports, data, and information as the City may require with respect to the use made of monies disbursed hereunder.

F. At any time during normal business hours, and as often as the City may deem necessary, there shall be made available to the City for examination all records with respect to all matters covered by this Agreement and Provider will permit the City to audit, examine, and make excerpts or transcripts from such records.

G. Monies provided under this agreement shall not be used as matching funds for a grant to fund activities in any county other than Story County.

## **V DURATION**

This Agreement shall be in full force and effect from and after July 1, 2011, until June 30, 2012. The City Council may terminate this Agreement by giving written notice to the Provider at least sixty (60) days before the effective date of such termination. From and after the effective date of termination, no further disbursement under this Agreement shall be made by the City. Any money disbursed to the Provider and unencumbered or unspent as of the effective date of termination, shall be repaid to the City.

## **VI HIPAA**

The City and Provider are committed to complying with any applicable HIPAA Privacy Provisions. Providers operating under HIPAA guidelines will be required to have a Personal Health Information (PHI) release for each client which authorizes release of such information to the City. A copy of such agreement shall be provided to the City on request. A business associate agreement will be executed between the City and the provider regarding how PHI information will be provided to and used by the City.

**VII  
DISCRIMINATION PROHIBITED**

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

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

**CITY OF AMES, IOWA**

**ATTEST:**

BY \_\_\_\_\_  
Ann Campbell, Mayor

\_\_\_\_\_  
Diane Voss, City Clerk

**American Red Cross**

Organization Address (*please print*):

BY *Kirk Brocker*  
Authorized Representative

*American Red Cross*  
*426 5<sup>th</sup> Street, Ames*

Print Name:

*Kirk Brocker*

Phone Number:

*515.232.5104*



## ATTACHMENT B

2011/2012

Please state the name of Service and all Program components for that Service which the agency intends to charge against the **City of Ames** funds during the fiscal year. State unit cost and projected number of units requested under this contract. Attach additional sheets, if necessary.

1. NAME OF SERVICE:	UNITS	COST
Program (name) <i>Emergency Assistance families</i>	<i>6 X 450</i>	<i>2,700</i>
Program (name) <i>Carework</i>	<i>55 X \$85</i>	<i>4,675</i>
Program (name) <i>Training</i>	<i>143 X \$85</i>	<i>12,155</i>
Program (name) <i>Total</i>		<i>19,530</i>

2. NAME OF SERVICE:	UNITS	COST
Program (name) <i>Health &amp; Safety</i>	<i>40 X \$50</i>	<i>2,000</i>
Program (name)		
Program (name)		
Program (name)		

3. NAME OF SERVICE:	UNITS	COST
Program (name)		
Program (name)		
Program (name)		
Program (name)		

4. NAME OF SERVICE:	UNITS	COST
Program (name)		
Program (name)		
Program (name)		
Program (name)		

*Kris Stoecker*  
*Chapter Executive*

## **COUNCIL ACTION FORM**

**SUBJECT:** RENEWAL OF LEASE FOR INFORMATION TECHNOLOGY OFFICE  
SPACE AT 428 5<sup>TH</sup> STREET

### **BACKGROUND:**

Due to space limitations within the City Hall building, the primary offices for the City of Ames Information Technology Division have been located in leased space at 428 - 5<sup>th</sup> Street (Red Cross Building). Turnkey Investments L.L.C. is the owner of the building and entered into a two- year lease with the City in October 2009 with an option for renewal for an additional two years. Notice of renewal is now required to exercise the option under current terms.

The City is currently in the early stages of making improvements to usage of space in City Hall. The primary area that will be modified for other use is the old jail facility that is no longer used. Modifications will be made to public safety dispatch, the Emergency Operations Center, Police Department facilities and the basement areas. These modifications will allow for moving the Information Technology Division from the leased space to City Hall. As with any remodeling project, there will be a fair amount of moving various operations around temporarily while work is being done. Keeping Information Technology in the current leased space will provide some transitional space within City Hall during the remodeling project. Information Technology will move into City Hall at the end of the project.

### **ALTERNATIVES:**

1. Approve the lease agreement with Turnkey Investments, L.L.C. for a 24-month period to provide office space for the Information Technology Division at a cost of \$1,430 per month, or \$17,160 per year.
2. Do not approve the lease.

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

By approving the lease between the City of Ames and Turnkey Investments, L.L.C., the City will be fixing the cost and securing office space for the Information Technology Division for the next 24 months.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the lease agreement with Turnkey Investments, L.L.C. for a 24-month period to provide office space for the Information Technology Division at a cost of \$1,430 per month, or \$17,160 per year. This rent amount represents a 6% increase over the \$16,200 annual payment made in the current year.

JUN 15 2011

**CONTRACT FOR ARTS FUNDING**

CITY OF AMES, IOWA

THIS AGREEMENT, made and entered into July 1, 2011 through December 31, 2011, by and between the **CITY OF AMES, IOWA**, a municipal corporation organized and existing pursuant to the laws of the State of Iowa (hereinafter sometimes called "City") and **India Cultural Association** (hereinafter called "Provider"); for funding of said Provider up to and including **\$750.00**;

WITNESSETHS THAT:

WHEREAS, the City of Ames has, by its City Council acting in open and regular session, and through the Commission on the Arts, determined that the Provider has met the criteria established by the City for arts funding and shall receive funds for certain services and facilities in accordance with the written agreement as hereinafter set out;

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

**I: PURPOSE**

The purpose of this Agreement is to procure for the City of Ames and its citizens certain arts-related programs and activities as hereinafter described and set out; to establish the conditions governing payment by the City of Ames for such services; and, to establish other duties, responsibilities, terms, and conditions mutually undertaken and agreed to by the parties hereto in consideration of the services to be performed and monies paid.

**II: SCOPE OF SERVICES**

The provider shall use the funds for the following activities:

**COTA recommends \$750 for a musical concert with full orchestra to be held on August 13, 2011. The concert will provide real feel of the rhythms, suras, and ragas characteristic of Indian music. The concert will be performed by the Orchestra Saregama Troupe led by Hitesh Master.**

discrimination under any program or activity funded in whole or in part with funds made available under this Agreement.

## VI: DURATION

This Agreement shall be in full force and effect from and after July 1, 2011, through December 31, 2011, or, until terminated by resolution of the City Council of the City of Ames, Iowa. The City Council may terminate this Agreement prior to December 31, 2011, by giving written notice to the Provider at least sixty (60) days before the effective date of such termination. From and after the effective date of termination, no further disbursement under this Agreement shall be made by the City. Any money disbursed to the Provider and unencumbered or unspent as of the effective date of termination, shall be repaid to the City.

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

**CITY OF AMES, IOWA**

**ATTEST:**

BY \_\_\_\_\_  
Ann Campbell, Mayor

\_\_\_\_\_  
Diane Voss, City Clerk

**India Cultural Association**

Organization Address (please print):

BY Shyam Bahadur  
Authorized Representative  
(President)

**INDIA CULTURAL ASSOCIATION**

2117 Polk Drive  
Ames, IA 50010

Print Name:

Phone Number:

SHYAM BAHADUR

515-460-6749

**COUNCIL ACTION FORM**

**SUBJECT: GRAND AVENUE EXTENSION (S. 16<sup>TH</sup> STREET NORTH 400 FT)**

**BACKGROUND:**

The Ames Area Metropolitan Planning Organization's Long Range Transportation Plan identifies the need to extend Grand Avenue from Lincoln Way to South 16<sup>th</sup> Street. The first two phases of this extension were previously completed south to Squaw Creek Drive. This next phase involves construction of South Grand Avenue north of South 16<sup>th</sup> Street to provide access to The Grove apartments and to Coldwater Golf Links. On May 10, 2011, the City Council approved an agreement with the Iowa Department of Transportation (Iowa DOT) to utilize federal funds for the construction of this phase.

H R Green has completed plans and specifications with estimated construction costs of \$457,344.50. Engineering and construction administration costs are estimated in an amount of \$96,600, bringing total estimated costs to \$553,945. Due to the availability of federal funds, 80 percent of the construction costs will come from the unused federally earmarked funds with the remaining 20 percent from unobligated General Obligation Bonds.

Because project funding includes federal funds, the contract must follow Iowa DOT schedules and will be let by the Iowa DOT on July 19, 2011. This schedule will require a contractor to begin construction in August 2011 with final completion in mid-November 2011.

Randall Corporation has signed a donation form that includes right-of-way acquisition near the southwest corner of the property for the construction of the radii at the intersection of South Grand Avenue and South 16<sup>th</sup> Street, as well as a temporary construction easement along the west side of the property and near the north portion of the project to construct the new entrance to the Coldwater Golf Links.

Campus Crest at Ames, LLC has signed a donation form that includes right-of-way acquisition near the southeast corner of the property to allow for the construction of the radii at the intersection of South Grand Avenue and South 16<sup>th</sup> Street, as well as a temporary construction easement along the east side of the property. A release form from the mortgage company is anticipated to be received in the near future.

**ALTERNATIVES:**

- 1a. Approve the Grand Avenue Extension (S. 16<sup>th</sup> Street north 400 ft.) by establishing July 19, 2011, as the date of letting by the Iowa DOT and July 26, 2011, as the date for report of bids.

- b. Accept the right of way acquisition by donations from Randall Corporation and Campus Crest at Ames, LLC for the construction of the Grand Avenue Extension (S. 16<sup>th</sup> Street north 400 ft.).

2. Direct Staff to pursue other options.

**MANAGER'S RECOMMENDED ACTION:**

City Council has made it a priority to extend Grand Avenue, and site plan approval has been given to a large new apartment complex that will be served by this extension. This approval will lead to a project letting in July and anticipated completion of construction by November 15, 2011.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the Grand Avenue Extension (S. 16<sup>th</sup> Street north 400 ft) by establishing July 19, 2011 as the date of letting by the Iowa DOT and July 26, 2011, as the date for report of bids and accepting the right-of-way acquisition by donations from Randall Corporation and Campus Crest at Ames, LLC for the construction of the Grand Avenue Extension (S. 16<sup>th</sup> Street north 400 ft.).

## **COUNCIL ACTION FORM**

**SUBJECT: REQUEST TO WAIVE FORMAL BIDDING REQUIREMENTS AND  
AUTHORIZE PURCHASE OF SOFTWARE MAINTENANCE FROM  
SUNGARD PUBLIC SECTOR**

### **BACKGROUND:**

Sungard Public Sector (Sungard) is the City's software vendor for integrated financial, utility billing, building permits, and citation management applications. The City contracts with Sungard on an annual basis for maintenance services. Sungard is the sole provider of maintenance for these software applications, and the FY 2011/12 adopted budget includes \$89,472.00 for software maintenance. The estimated cost of the maintenance contract with Sungard is \$84,369.60.

Included in this yearly maintenance are 24-hour programming support, software upgrades on all applications throughout the year, and eligibility to participate in the annual Sungard Users' Group meeting where software enhancements are requested and formalized for the next year.

### **ALTERNATIVES:**

1. Waive formal bidding requirements and authorize City staff to enter into FY 2011/2012 software maintenance contracts with Sungard Public Sector at an estimated cost of \$84,369.60.
2. Do not authorize continuing software maintenance contracts with Sungard Public Sector.

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

Sungard is the sole provider of the maintenance services for the integrated financial, utility billing, building permits, and citation management software used by the City. The agreement for these applications includes software maintenance.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby waiving formal bidding requirements and authorizing City staff to enter into FY 2011/2012 software maintenance contracts with Sungard Public Sector at an estimated cost of \$84,369.60.

**COUNCIL ACTION FORM**

**SUBJECT: AWARD OF CONTRACT FOR NEW/UPGRADED AUDITORIUM SOUND SYSTEM**

**BACKGROUND:**

The City Hall Auditorium sound system was purchased in September 1992 with a projected life expectancy of approximately fifteen years. Funding was approved in the FY07/08 Capital Improvement Plan(CIP) to replace the sound system. At that time, only one bid was submitted. It exceeded the available funds by a significant amount. Based on that bid, the budget was increased in the FY10/11 CIP to \$60,000.

In May 2011 a Request for Proposal (RFP) was sent to 17 vendors with three proposals returned. These proposals have been evaluated and DB Acoustics Inc. received the highest evaluation score and they also provided the lowest cost at \$62,060 of the three proposals. The \$2,060 funding shortfall will be obtained from other Parks and Recreation CIP projects which came in under budget.

**ALTERNATIVES:**

1. Award a contract to DB Acoustics Inc. of Marion, Iowa in the amount of \$62,060 to purchase and install new sound equipment for the City of Ames Auditorium; and approve utilizing savings from other Local Option Sales Tax projects within the Parks and Recreation CIP to fund an additional \$2,060.
2. Do not award a contract at this time.

**MANAGER'S RECOMMENDED ACTION:**

The need to provide a quality sound system at the City Hall Auditorium is a high priority. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby awarding a contract to DB Acoustics Inc. of Marion, Iowa in the amount of \$62,060 to purchase and install new sound equipment for the City of Auditorium; and approve utilizing savings from other Local Option Sales Tax projects within the Parks and Recreation CIP to fund an additional \$2,060.



## **COUNCIL ACTION FORM**

### **SUBJECT: AWARD OF CONTRACT FOR OUTAGE MANAGEMENT SYSTEM AND DATA CONVERSION FOR ELECTRIC SERVICES**

#### **BACKGROUND:**

This project involves the purchase of an outage management system (OMS) for Electric Services. Whereas Ames Electric Services currently owns and operates an IVR (Interactive Voice Recognition) outage call-taking system (aka "PORCHE"), this current system provides limited information on the outage calls that are received and cannot sort outages geographically or provide targeted call-back information to restored customers or provide updates to areas known to be still out of service.

An outage "management" system is a significant enhancement which merges data from Electric Service's Geographical Information System and the IVR system to provide both a map view of the location of the outages as well as a predicted outage location based on incoming calls. The implementation of the outage management system will permit first responders to be dispatched to more precise outage locations which will shorten the time required to patrol, identify and restore power. Another significant benefit is the added ability to sort outages by specific electric system feeder location and generate automated and meaningful call-back notices to just those customers that have been restored, or to give status updates to just those customers that are still without power. A web-based public outage viewer will be also included with the implementation of this system to display the extent of known outages on a map with underlying aerial photography. Additional enhancements include planned outage notifications, text-to-speech capability for outbound messaging as well as enhanced mobile viewer software to provide outage information to crews and to managers working in the Emergency Operations Center during major events. Implementation services are provided with this system to comprise a fully integrated, functioning system that works with existing software and is well supported.

On January 5, 2011, the request for proposal (RFP) document was issued to ten firms for proposals. The RFP was advertised on the Current Bid Opportunities section of the Purchasing webpage and it was also sent to one plan room.

On February 1, 2011, staff received competitive proposals from two firms. These proposals were then sent to a committee for evaluation. The committee consisted of the Electrical Engineering Manager, Electrical Engineering Assistant Engineer, and the Electric Distribution Records & Materials Assistant.

The committee members independently evaluated and scored both of the proposals in two separate steps. In the first step the proposals were evaluated based on vendor's responsiveness to the RFP requirements. This criterion was rated on a Pass / Fail basis. In the second step the evaluations were based on: 1) Comprehensiveness of integration services and provisions of substantive guarantees that data conversion and export/import functionality will be fully functional, trouble-free, and fully supported/maintained by the vendor; 2) Qualifications and experience; 3) OMS software functional requirements to meet the needs of City of Ames Electric Services; 4) Price; 5) Technical support offered; and 6) Software maintenance and enhancements.

During their evaluation the evaluation team deemed the proposal from SSP Innovations, LLC, Englewood, CO. to be non-responsive because, as a subcontractor to the primary outage management system vendor (Telvent), they were unable to fully develop, implement and administer all aspects of software, services and support, which was a fundamental requirement of the RFP.

As a result, only one responsive proposal remains:

Milsoft Utility Solutions, Abilene, TX      \$223,294.71

Electric Services staff reviewed the proposal and concluded that it is acceptable. Staff believes that the reason only two proposals were received was due to the fact that the two responding vendors are uniquely well qualified to compete in the smaller electric utility market and both currently provide software and support to Electric Services for related systems (GIS and IVR) that must integrate well with a proposed outage management system.

Due to an extended implementation phase, the budget for this project is divided into two years. The approved FY 2010/2011 operating budget for the Outage Management System contains \$190,000 that will be used for this purchase. The approved FY 2011/2012 operating budget contains an additional \$75,000 for the related viewer and mapping system upgrades that are part of the overall Outage Management System Implementation. The total approved budget for this project is \$265,000. In addition to this recommended award cost, an additional server, with operating system software that this system will run on still needs to be purchased separately to complete the implementation. The estimated cost for this server is \$15,000, bringing the total System implementation cost to \$248,295, which is under the approved budget for the full system implementation.

#### **ALTERNATIVES:**

1. Award a contract to Milsoft Utility Solutions, Abilene, TX, for the purchase of outage management system and data conversion software in the amount of \$223,294.71.
2. Reject the single responsive proposal received and direct staff to delay purchase of the system.

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

Purchase of this Outage Management System will greatly enhance system condition information. Staff will be able to more quickly identify a common problem point when multiple customers call in. This will improve response time. The mapping function will give dispatchers and management the ability to see the extent of the outage(s) from which outages can be prioritized and crews can be assigned. In addition, the system interface with the customer will provide more information and information targeted their specific outage.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, awarding a contract to Milsoft Utility Solutions, Abilene, TX, for the purchase of outage management system and data conversion software in the amount of \$223,294.71.

**COUNCIL ACTION FORM**

**SUBJECT: HOMEWOOD GOLF COURSE STORM SEWER MANHOLE REPAIR**

**BACKGROUND:**

During the floods of 2010, damage was experienced in several locations throughout the City. One of those locations was a storm sewer manhole north of E. 20<sup>th</sup> Street in the land owned by the City for the Homewood Golf Course. This area was identified with the Federal Emergency Management Agency (FEMA) for repair and also included cost for mitigation, which would install articulated concrete mat at the outlet to prevent future erosion.

The City designed plans for the repair of the storm sewer manhole and mitigation work as identified in FEMA documentation with a construction estimate of \$33,000. In accordance with Purchasing Policies and Procedures, since the estimate was below \$50,000.00, a competitive quotation process was performed.

On May 31, 2011, a request for quotes was sent to five area contractors that are able to perform the work required and the request for quote was posted on the City's website. On June 17, 2011, quotations were received from two of those contractors in the following amounts:

Con-Struct, Inc.	\$ 55,000.00
Peterson Contractors, Inc.	\$ 77,460.00

Engineering and construction administration costs are estimated at \$5,000, bringing total estimated costs to \$60,000. This project is classified as a large project with FEMA meaning that 75 percent from FEMA, and 10 percent from the State will be applied to the actual costs of the project. The money for the matching portion of this project, \$7,500, was included in the FY 2010/11 final amendment budget for storm sewer maintenance.

**ALTERNATIVES:**

- 1a. Accept the report of bids for the Homewood Golf Course Storm Sewer Manhole Repair.
- b. Approve the final plans and specifications for the Homewood Golf Course Storm Sewer Manhole Repair.

- c. Award the Homewood Golf Course Storm Sewer Manhole Repair to Con-Struct, Inc. of Ames, Iowa, in the amount of \$55,000.
- 2. Reject the project.

**MANAGER'S RECOMMENDED ACTION:**

By awarding this project, the City of Ames will be able to take advantage of State and Federal funds and to repair a damaged facility from the floods of 2010. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the Homewood Golf Course Storm Sewer Manhole Repair to Con-Struct, Inc. of Ames, Iowa, in the amount of \$55,000.



# Memo

City Clerk's Office

**TO:** Mayor and Members of the City Council

**FROM:** City Clerk's Office

**DATE:** June 24, 2011

**SUBJECT:** Contract and Bond Approval

There are no Council Action Forms for Item Nos. 21 through 23. Council approval of the contract and bond for these projects is simply fulfilling a *State Code* requirement.

/jlr

## COUNCIL ACTION FORM

**SUBJECT: APPROVE A CONTRACT CHANGE ORDER FOR POWER PLANT OIL IGNITOR SYSTEM STUDY**

**BACKGROUND:**

This project provides for the engineering services to improve the Igniter Oil System for long term effective and safe operation. Both plant coal boilers use No. 2 oil fired ignitors for start up, warm up and are required to be in service whenever a coal burner is placed in service to increase Plant output. This system has been difficult to operate and unreliable with frequent mis-firings and flameouts. **Electric Services desires a more reliable oil supply system and ignitors that together will provide a more safe, secure, and reliable system to start up and operate the boilers. Unreliability causes delays to start up and leads to lost opportunities in the power market or results in the need to purchase power at a cost higher than plant production cost.**

The current scope of work requires the engineering firm to complete the study in two phases. The first phase requires the engineering firm to provide a detailed analysis of the Power Plant ignitor oil system from storage tanks to the boilers with recommended improvements for the oil supply to No. 7 and No. 8. The second phase requires the engineering firm to provide technical specifications, detailed cost estimate, and a potential bidder's list. This first phase is complete and the second phase is approximately 75% complete.

On August 24, 2010, City Council awarded a contract to Burns & McDonnell for Power Plant Ignitor Oil Study in the not to exceed amount of \$31,023.00. The scope of Change Order Number 1 is to have Burns & McDonnell review the system on Boiler No. 7 and determine modifications for the future installation of Class 1 ignitors that are currently the industry standard. **The supply system is currently being set up for this future modification but the original scope did not call for this review of the system directly adjacent to the burners. Recent start up delays have lead to the conclusion that changes required for the future Class 1 system will have an immediate improvement for the existing ignitor equipment.** The ignitor equipment is not being upgraded now because this hardware must be compatible with any low NOX coal burners that will be mandated in the next few years.

The engineering tasks required for this and to improve other recently identified operational problems would be:

1. Unit Start Up Permissives: Currently, the Unit 7 cannot start up the first coal mill without all ignitors and warm up guns in service burning properly. The Power Plant has problems keeping all four warm up guns operating; therefore, delays occur in starting the first coal mill. This has a cost impact due to delays in bringing the unit on the grid.

Burns & McDonnell will review all requirements for unit start up and provide recommendations and control system changes for both ignitor and warm up gun operation.

2. Ignitor and Warm up Air and Oil supply: There are operating problems with both the ignitors and warm up guns due to modifications that have been made over time to the piping and valves around Unit 7.

Burns & McDonnell will review the existing layout of the piping, analyze changes and make recommendations for modifications to allow for the future installation of Class 1 ignitors and more reliable ignitor and warm up gun operation with the current equipment.

3. Oil Return Line: In order to eliminate any cross connections between the separate unit oil systems, a separate return line is required. Burns & McDonnell will include this change into the drawings and specifications currently in progress with at least one additional drawing required.
4. Oil Storage Tank Equalization: The two oil storage tanks are separated with only a top equalizing line. It is difficult to maintain common levels in the tanks. Burns & McDonnell will review the system configuration and provide recommendations for modifications for improved equalization.

**This change order would be Change Order No. 1 and it would be for the amount of \$22,500.00. The total of the project with Change Order No. 1 will be \$53,523.00.**

The approved 2010/11 CIP includes \$100,000 for the engineering portion and \$525,000.00 for the materials/installation portion of the project.

#### **ALTERNATIVES:**

1. Approve contract Change Order No. 1 in an amount not to exceed of \$22,500.00 to Burns & McDonnell for the scope of work increase to the Power Plant Ignitor Oil Study. This will bring the total contract cost to \$53,523.00.
2. Reject contract change order no 1 and do not increase scope of work.

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

This project is necessary for Electric Services to continue and improve safe, reliable energy production to the City. The ignitor oil system is experiencing increased flame failures, especially during periods of start up and load changes. With each of these failures there is an increased risk of a unit shutdown, which could result in damage to the Power Plant or increased purchased energy costs. The unit trips out of service regularly due to ignitor failure, and without this oil system analysis and modifications the failure rate will continue and increase. This change order will provide the City of Ames with an improved, reliable oil supply and oil ignitor burner system for the foreseeable future.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving contract Change Order No. 1 in an amount not to exceed of \$22,500.00 to Burns & McDonnell for the scope of work increase to the Power Plant Ignitor Oil Study. This will bring the total contract cost to \$53,523.00.

## **COUNCIL ACTION FORM**

**SUBJECT: COMPLETION OF VET MED SUBSTATION 15KV METALCLAD SWITCHGEAR**

### **BACKGROUND**

On July 13, 2010, City Council approved preliminary plans and specifications for Vet Med Substation 15kV Metalclad Switchgear. The complete project is the expansion of the Veterinary Medicine Electrical Substation which is needed to accommodate Iowa State University's Veterinary Medicine Campus load additions, football stadium load additions, and Ames' load additions south of Highway 30 and along South 16<sup>th</sup> Street in the vicinity of the Vet Med Substation.

This portion of the project is for the purchase of two outdoor 15kV metalclad switchgear assemblies. A budget of \$4,000,000 was included in the 2010/11 Capital Improvements Plan (CIP) for the entire project. The Engineer's estimated cost for these switchgear assemblies was \$750,000.00.

On August 11, 2010, four bids were received and evaluated by Electric Services staff and an engineer from Dewild Grant Reckert & Associates (DGR) Company, who concluded that the apparent low bid in the amount of \$563,197.29, submitted by Pederson Power Products, Omaha, NE, was acceptable.

There were a total of two change orders to this contract. Change order number one in the amount of \$4,858.00 covered the modification of a switchgear component. Change order number 2 was for the extension of the delivery date of one of the two switchgears ordered. There was no cost change associated with the second change order.

Both assemblies purchased from Pederson Power Products have been delivered, installed and energized successfully. As a result, the consulting engineer from DeWild Grant Reckert & Associates (DGR) has submitted a certificate of completion. The total contract amount including the change order is \$568,055.29.

### **ALTERNATIVES:**

- 1) Accept completion of the contract with Pederson Power Products, Omaha, Nebraska, for the purchase of two outdoor 15 kV metalclad switchgear assemblies for the Vet Med Substation Project for Electric Services and make final payment to the contractor.
- 2) Delay acceptance of this project.



**MANAGER'S RECOMMENDED ACTION:**

The contractor for the Vet Med Substation 15kV Metalclad Switchgears has completed the requirements of this contract, the Project Engineer has issued a certificate of completion on the work, and the City is legally required to make final payment.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby accepting completion of the contract with Pederson Power Products, Omaha, Nebraska, for the purchase of two outdoor 15 kV metalclad switchgear assemblies for the Vet Med Substation Project for Electric Services and authorizing final payment to the contractor.

## **COUNCIL ACTION FORM**

**SUBJECT: VET MED SUBSTATION POWER TRANSFORMERS COMPLETION**

### **BACKGROUND**

On June 8, 2010, City Council approved preliminary plans and specifications for Vet Med Substation Power Transformers. The complete project is the expansion of the Veterinary Medicine Electrical Substation which is needed to accommodate Iowa State University's Veterinary Medicine Campus load additions, football stadium load additions, and Ames' load additions south of Highway 30 and along South 16<sup>th</sup> Street in the vicinity of the Vet Med Substation.

This portion of the project was for the purchase of two transformers. A budget of \$4,000,000 is included in the 2010/11 Capital Improvements Plan (CIP) for the entire project. **The Engineer's estimated cost for these transformers was \$1,250,000.**

**On June 30, 2010, five bids were received and evaluated by Electric Services staff and an engineer from Dewild Grant Reckert & Associates (DGR) Company, who both concluded that the lowest qualified bid in the amount of \$994,652, submitted by Delta Star, Inc., Lynchburg, VA, was acceptable.**

On April 12, 2011, City Council accepted partial completion of the contract since one of the two transformers was delivered, installed and energized successfully. The second transformer has recently been delivered, installed and successfully energized. As a result, the consulting engineer from DeWild Grant Reckert & Associates (DGR) has submitted a certificate of completion. There were no change orders to this contract.

### **ALTERNATIVES:**

- 1) Accept completion of the contract with Delta Star, Inc., Lynchburg, Virginia, for the purchase of two transformers for the Vet Med Substation Project for Electric Services and authorize final payment to the contractor in the amount of \$994,652.
- 2) Delay acceptance of this project.

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

The contractor for the Vet Med Substation Transformers has now completed the requirements of the contract, and the Project Engineer has issued a certificate of completion on the work.

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

ITEM #: 27  
DATE: 06-28-11

### COUNCIL ACTION FORM

**SUBJECT:** PLAT OF SURVEY – 2721-2723 West Street, 208 Hyland Avenue & 221 Sheldon Avenue

**BACKGROUND:**

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

- ☐ Conveyance division of land (per Section 23.307)
- ☒ Boundary line adjustment (per Section 23.308)
- ☐ Re-plat to correct error (per Section 23.310)
- ☐ Auditor's plat (per Code of Iowa Section 354.15)

The subject site is located at:

Street Address: 2721-2723 West Street  
208 Hyland Avenue  
221 Sheldon Avenue

Assessor's Parcel #: 2721-2723 West Street: 09-04-303-110  
208 Hyland Avenue: 09-04-303-120  
221 Sheldon Avenue: 09-04-303-300 to 370

Legal Description: See Attachment

Owners: Hested-Cornwell, LC

A copy of the proposed plat of survey is attached for Council consideration.

Pursuant to Section 23.307(4)(c), a preliminary decision of approval for the proposed plat or survey has been rendered by the Planning & Housing Department.

The preliminary decision of approval requires all public improvements associated with and required for the proposed plat of survey be:

- ☐ Installed prior to creation and recordation of the official plat of survey and prior to issuance of zoning or building permits.
- ☐ Delayed, subject to an improvement guarantee as described in Section 23.409.
- ☒ Not Applicable.

Under Section 23.307(5), the Council shall render by resolution a final decision of approval if the Council agrees with the Planning & Housing Director's preliminary decision.

**ALTERNATIVES:**

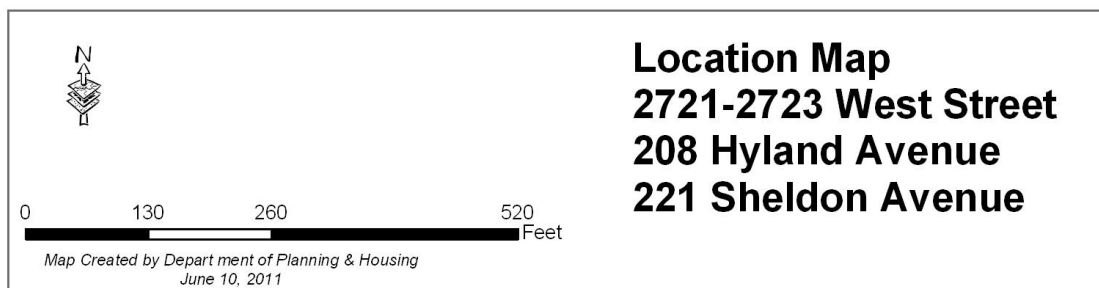
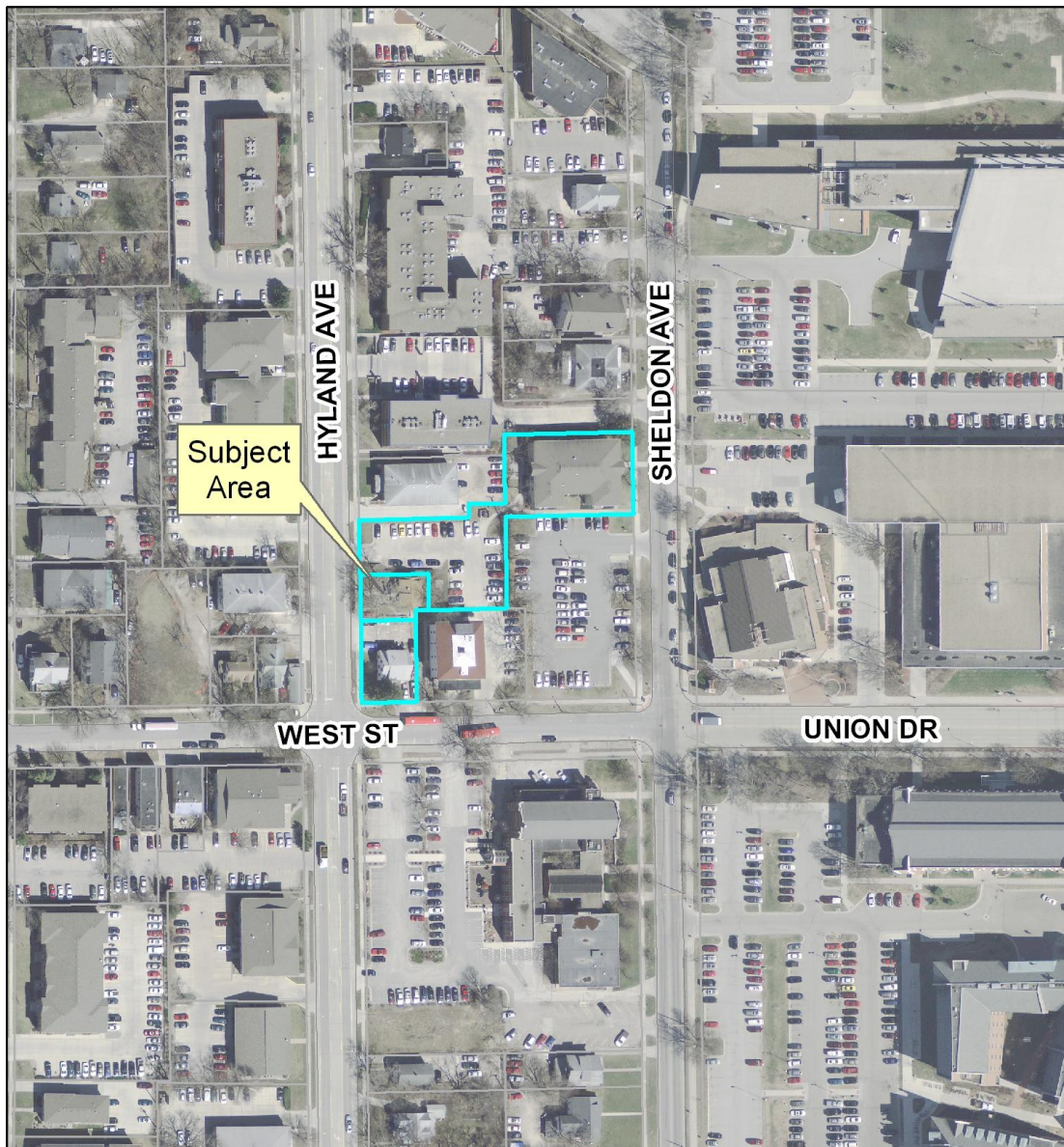
1. The City Council can adopt the resolution approving the proposed plat of survey, which combines three lots into two lots, with the conditions noted if the Council agrees with the Planning & Housing Director's preliminary decision.
2. The City Council can deny the proposed plat of survey if the City Council finds that the requirements for plats of survey as described in Section 23.307 have not been satisfied.
3. The City Council can refer this back to staff and/or the owner for additional information.

**MANAGER'S RECOMMENDED ACTION:**

The Planning & Housing Director has determined that the proposed plat of survey that combines three lots into two lots satisfies all code requirements, and has accordingly rendered a preliminary decision to approve the proposed plat of survey.

**Therefore, it is the recommendation of the City Manager that the City Council act in accordance with Alternative #1**, which is to adopt the resolution approving the proposed plat of survey. Approval of the resolution will allow the applicant to prepare the official plat of survey. It will further allow the prepared plat of survey to be reviewed and signed by the Planning & Housing Director confirming that it fully conforms to all conditions of approval. Once signed by the Planning & Housing Director, the prepared plat of survey may then be signed by the surveyor, making it the official plat of survey, which may then be recorded in the office of the County Recorder.

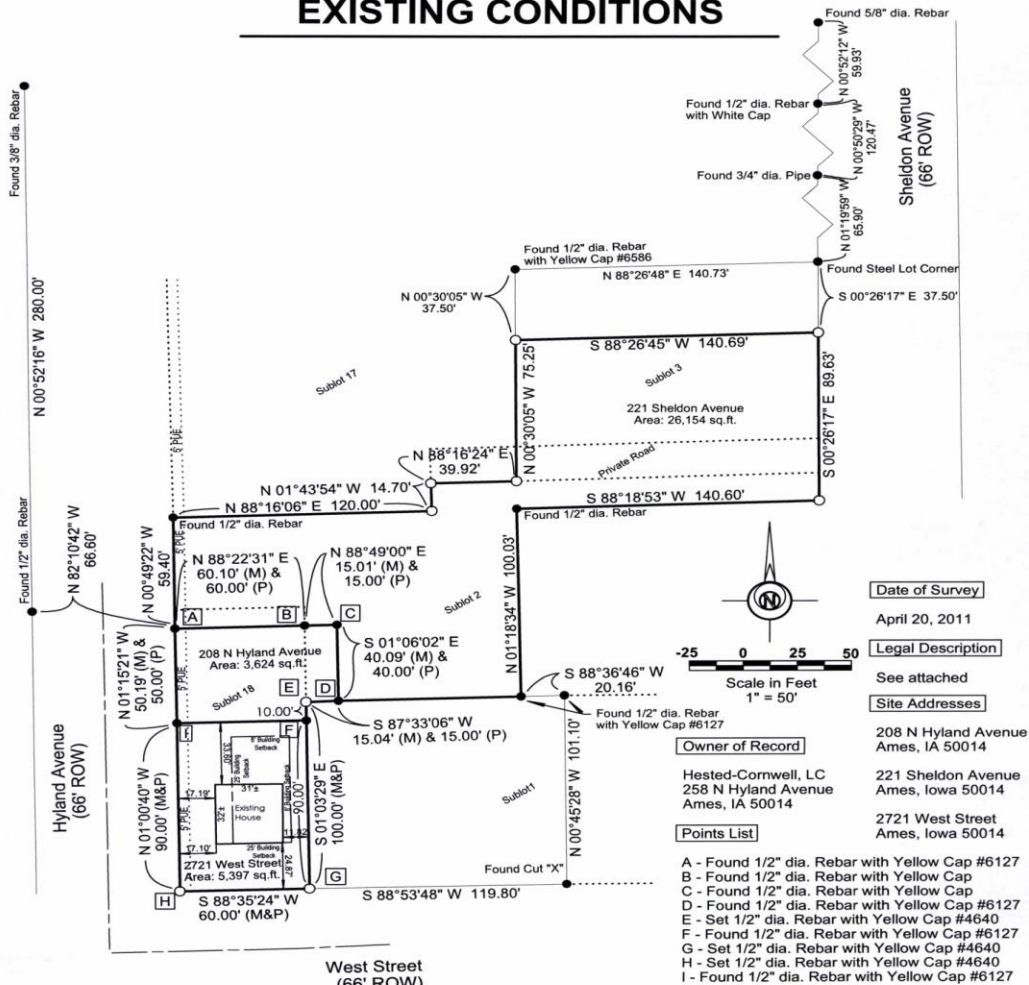
It should be noted that according to Section 23.307(10), the official plat of survey will not be recognized as a binding plat of survey for permitting purposes until a copy of the signed and recorded plat of survey is filed with the Ames City Clerk's office, and a digital image in Adobe PDF format has been submitted to the Planning & Housing Department.



## Existing Conditions

PREPARED BY: A. LEO PELDS ENGINEERING CO. - 2323 DIXON STREET, DES MOINES, IOWA 50316 - PH. (515) 265-8196

## EXISTING CONDITIONS



I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS PREPARED AND THE RELATED WORK WAS PERFORMED BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER THE LAWS OF THE STATE OF IOWA.

AIVARS LEO PELDS, P.E. &amp; L.S. IA. LIC. NO.4640 DATE

MY LICENSE RENEWAL DATE IS DECEMBER 31, 2011

ADDITIONAL PAGES OR SHEETS COVERED BY THIS SEAL (NONE  
UNLESS INDICATED HERE): \_\_\_\_\_

NOTE:  
THIS DRAWING IS BEING MADE AVAILABLE BY A LEO FELDS ENGINEERING COMPANY  
(ALP.E.C.) FOR USE ON THIS PROJECT IN ACCORDANCE WITH ALP.E.C.'s  
AGREEMENT FOR PROFESSIONAL SERVICES. ALP.E.C. ASSUMES NO RESPONSIBILITY  
OR LIABILITY (CONSEQUENTIAL OR OTHERWISE) FOR ANY USE OF THESE DRAWINGS  
(OR ANY PART THEREOF) EXCEPT IN ACCORDANCE WITH THE TERMS OF SAID AGREEMENT.

STANDARD SYMBOLS:

- |   |                                    |
|---|------------------------------------|
| ● FOUND REBAR OR IRON PIPE                          | ▲ SECTION CORNER MONUMENT FOUND    |
| ○ SET 1/2"x30" REBAR W/<br>YELLOW PLASTIC CAP #4640 | △ SECTION CORNER MONUMENT SET      |
| +/- MORE OR LESS                                    | M./R./P. MEASURED/RECORDED/PLATTED |

## INSTRUMENTATION USED:

- 1.) Topcon HiPer Lite+ GPS Receiver and FC-100 Data Collector
- 2.) Trimble 5603 DR 200+ Total Station and TSC2 Data Collector

Existing Conditions
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DRAWN BY: E. Jondle

A. LEO PELDS ENGINEERING CO.

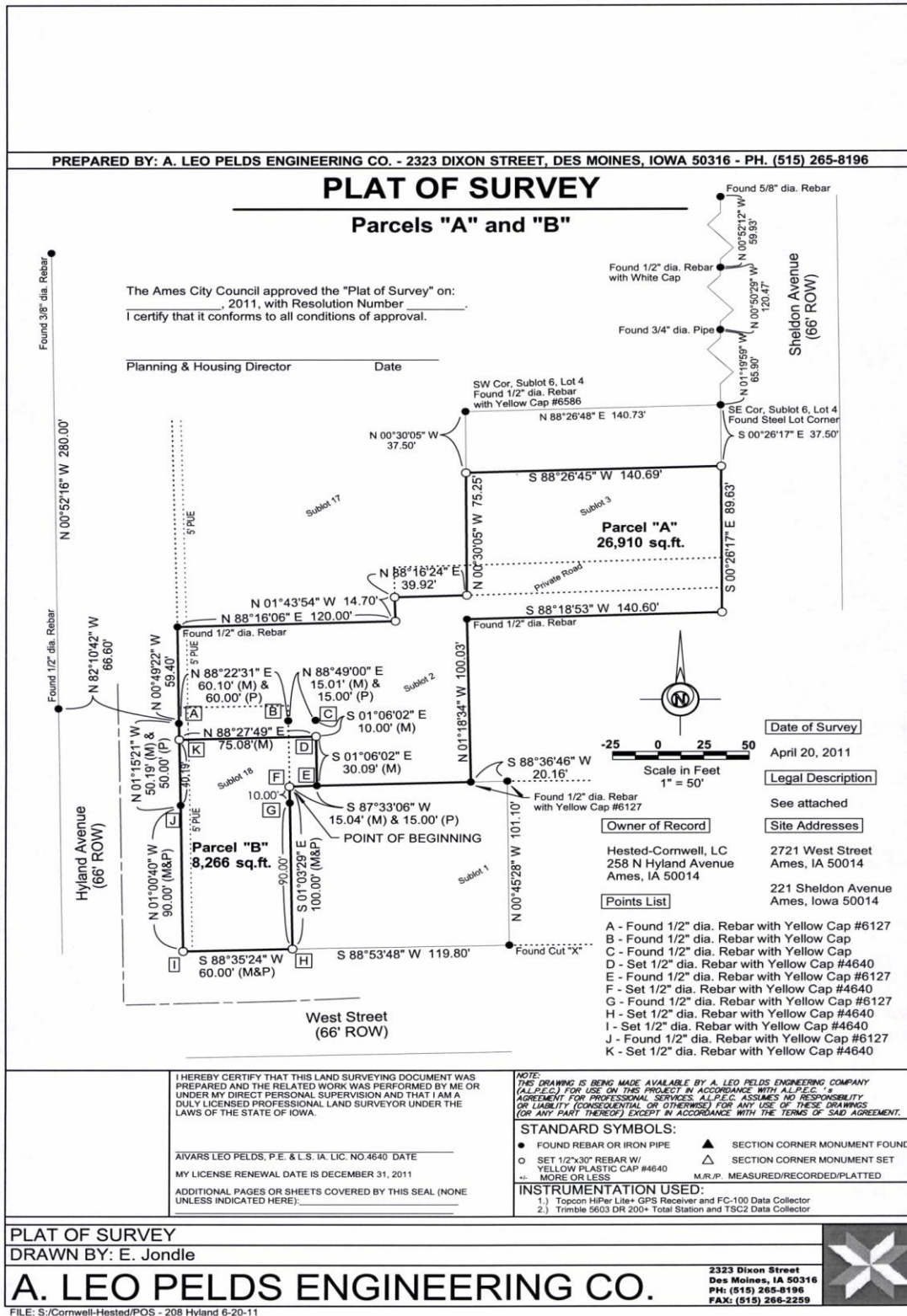
FILE: S:/Cornwell-Hested/POS - 208 Hyland 6-20-11

**2323 Dixon Street  
Des Moines, IA 50316  
PH: (515) 265-8196  
FAX: (515) 266-2259**





# Proposed Plat of Survey



# Legal Descriptions

## Legal Descriptions:

### Parcels "A" and "B"

Otis, Illsley and Parsons Subdivision, Section 4-83N-24W

#### Parcel "A":

Sublot 3 of Lot 5, Except the North 3.5 feet thereof; AND a parcel of land 18.5 feet wide North and South by 180 feet long East and West, lying North of Sublot 2 and East of Sublot 17, Except the West 40 feet thereof; AND the North 20 feet of Sublot 18 of Lot 5; AND Sublot 2 of Lot 5, Except the East 140 feet of the South 100 feet, and Except the West 15 feet of the South 30 feet of the East 240 feet thereof; ALL in Otis, Illsley and Parsons Subdivision of Lot 4 and part of Lot 5, in the West-half of the Southwest Quarter of Section 4, Township 83 North, Range 24 West of the 5th P.M., in the City of Ames, Story County, Iowa.

#### Parcel "B":

Sublot 18, except the North 20.0 ft., of Otis, Illsley and Parson's Subdivision of Lot 5 in the W 1/2, SW 1/4, Sec. 4, T83N, R24W of the 5th P.M.; also commencing at the SW Cor. of Lot 2 in said Otis, Illsley and Parson's Subdivision of Lot 5 (which is also the NW Cor. of Lot 1 in said Subdivision); thence North 30.0 ft; thence East 15.0 ft.; thence South 30.0 ft.; thence West 15.0 ft. to the point of beginning, of Otis, Illsley and Parson's Subdivision of Lot 5 in the W 1/2, SW 1/4, Sec. 4, T83N, R24W of the 5th P.M., all now a part of the City of Ames, Iowa, and containing 8,266 sq.ft.

Being more particularly described as follows:

BEGINNING at the Northwest Corner of Lot 1 in Otis, Illsley and Parson's Subdivision of Lot 5; THENCE South 01°03'29" East, a distance of 100.00 feet, to the North Right-of-Way line of West Street;

THENCE South 88°35'24" West, along the said North Right-of-Way, a distance of 60.00 feet, to the East Right-of-Way line of Hyland Avenue;

THENCE North 01°00'40" West, along the said East Right-of-Way a distance of 90.00 feet;

THENCE, continuing along the said East Right-of-Way, North 01°15'21" West, a distance of 40.19 feet;

THENCE North 88°27'49" East, a distance of 75.08 feet;

THENCE South 01°06'02" East, a distance of 30.09 feet;

THENCE South 87°33'06" West, a distance of 15.04 feet to the POINT OF BEGINNING, containing 8,266 square feet, more or less.



**COUNCIL ACTION FORM**

**SUBJECT: MINOR SUBDIVISION FINAL PLAT FOR CARNEY & SONS' SUBDIVISION,  
FIRST ADDITION**

**BACKGROUND:**

Chuck Winkleblack, representing MKTM, LLC is requesting approval of a final plat of a subdivision known as Carney & Sons' Subdivision, First Addition. The subject site in its current configuration is shown on Attachment 1 and is more commonly known as the Carney and Sons site. The subdivision plat will create a 2.72-acre developable lot along South Duff Avenue and a 26.14-acre outlot. The existing road easement over the front portion of the tracts will be dedicated to the State of Iowa as highway right-of-way. A copy of the plat is included as Attachment 2.

The City Council recently amended the Land Use Policy Plan to designate the front portion as Highway-Oriented Commercial. The City Council also rezoned that front portion, to be known as Lot 1, as HOC. It is anticipated that the existing structure will be demolished and new commercial development proposed for this site.

Full utilities exist to serve this site—no improvements are needed. A number of easements are provided through this plat. These include:

- An easement for an existing sanitary sewer line under Squaw Creek.
- A drainage easement is established for Squaw Creek.
- A public utility easement and a separate electrical easement are created along the east edge of the subdivision.
- A temporary access easement is provided through Lot 1 to Outlot A.

Portions of these lots are located within the designated Floodway and Floodway Fringe. The limits of these areas have been shown on the plat. Furthermore, a note has been placed on the plat that base flood elevations (the 100-year flood elevation) will need to be determined prior to any development. In addition, another note states that storm water management will be reviewed at the time the site is redeveloped.

The following documents have been submitted with the Final Plat:

1. Resolution Accepting the Plat of Carney & Sons' Subdivision, First Addition
2. Consent to Platting
3. Easement Documents
4. Treasurer's Certificate
5. Attorney's Title Opinion

The City Council is required to determine compliance with the applicable law found in Attachment 3. Analysis of the proposed subdivision plat demonstrates compliance with zoning and subdivision standards.

**Based upon the analysis of City staff, the City Council may conclude that the Final Plat conforms to relevant and applicable design and improvement standards of the Ames *Municipal Code* Chapter 23 (Subdivisions), to other City ordinances and standards, to the City's Land Use Policy Plan, and to the City's other duly adopted plans.**

**ALTERNATIVES:**

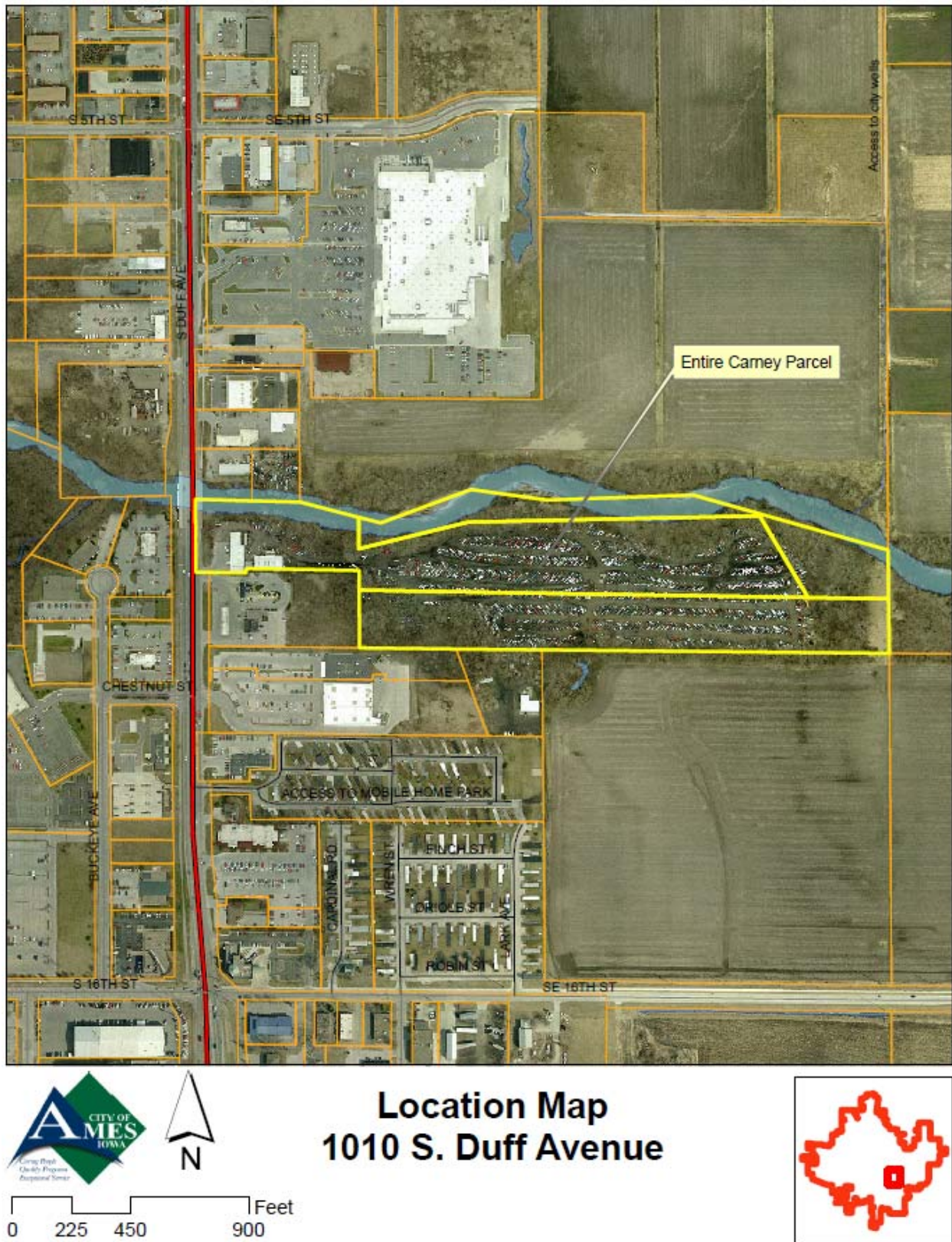
1. The City Council can approve the final plat for Carney & Sons' Subdivision, First Addition.
2. The City Council can deny the final plat for Carney & Sons' Subdivision, First Addition.
3. The City Council can refer this request back to staff or the applicant for additional information.

**MANAGER'S RECOMMENDED ACTION:**

The proposed Minor Final Plat for Carney & Sons' Subdivision, First Addition is consistent with the existing zoning, as well as the subdivision and zoning regulations. The proposed plat would allow the redevelopment of a parcel of land that has been used for commercial and industrial purposes for over 50 years. Storm water management will be regulated at the time the site is redeveloped.

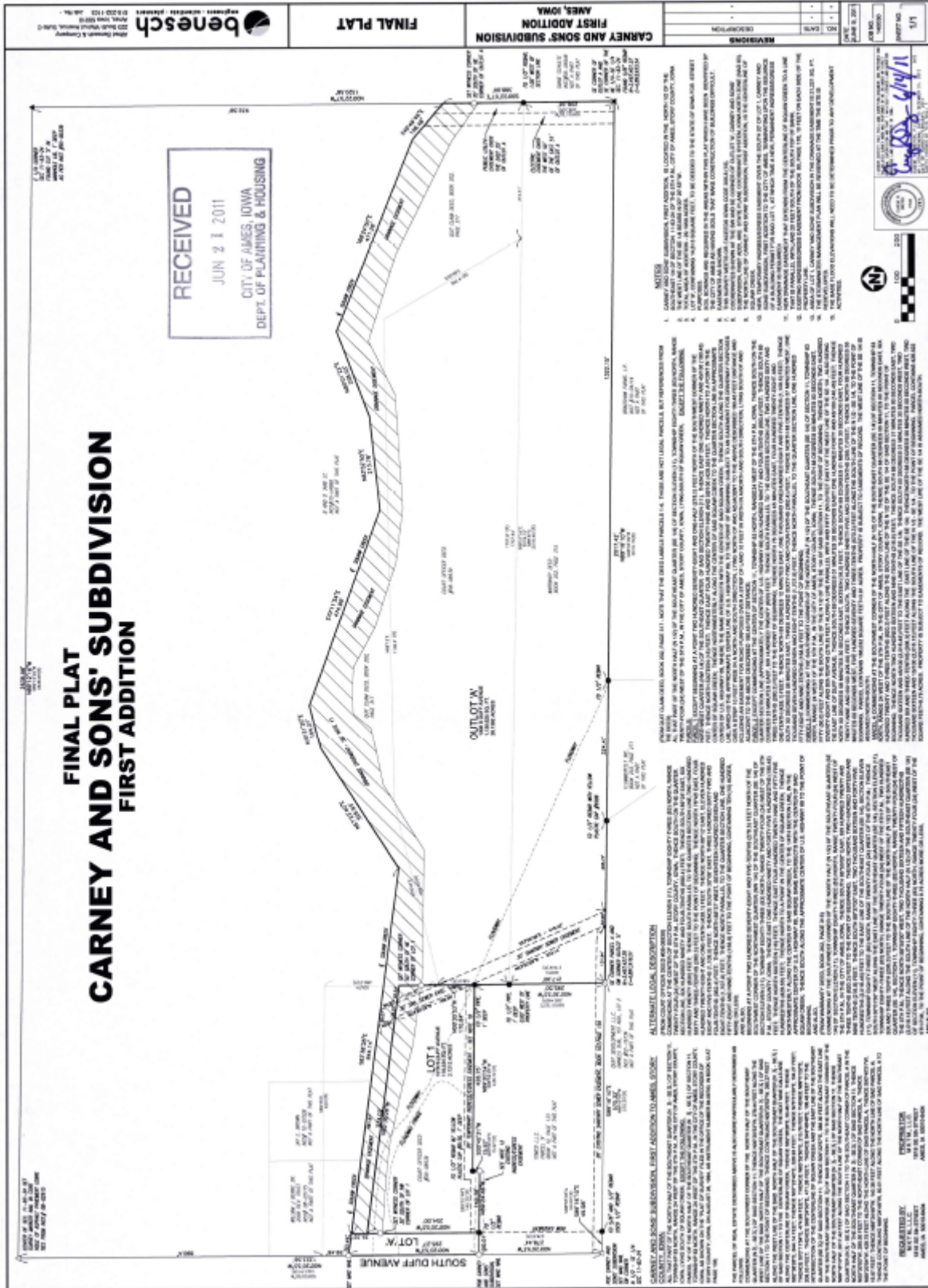
Therefore, it is the recommendation of the City Manager that the City Council act in accordance with Alternative #1, thereby approving the Final Plat of Carney & Sons' Subdivision, First Addition.

## ATTACHMENT 1: GENERAL LOCATION





# ATTACHMENT 2: FINAL PLAT



### **ATTACHMENT 3: APPLICABLE LAW**

The laws applicable to this case file are as follows:

*Code of Iowa*, Chapter 354.8 states in part:

A proposed subdivision plat lying within the jurisdiction of a governing body shall be submitted to that governing body for review and approval prior to recording. Governing bodies shall apply reasonable standards and conditions in accordance with applicable statutes and ordinances for the review and approval of subdivisions. The governing body, within sixty days of application for final approval of the subdivision plat, shall determine whether the subdivision conforms to its comprehensive plan and shall give consideration to the possible burden on public improvements and to a balance of interests between the proprietor, future purchasers, and the public interest in the subdivision when reviewing the proposed subdivision and when requiring the installation of public improvements in conjunction with approval of a subdivision. The governing body shall not issue final approval of a subdivision plat unless the subdivision plat conforms to sections 354.6, 354.11, and 355.8.

*Ames Municipal Code* Section 23.303(3) states as follows:

(3) City Council Action on Final Plat for Minor Subdivision:

(a) All proposed subdivision plats shall be submitted to the City Council for review and approval in accordance with Section 354.8 of the Iowa Code, as amended or superseded. Upon receipt of any Final Plat forwarded to it for review and approval, the City Council shall examine the Application Form, the Final Plat, any comments, recommendations or reports examined or made by the Department of Planning and Housing, and such other information as it deems necessary or reasonable to consider.

(b) Based upon such examination, the City Council shall ascertain whether the Final Plat conforms to relevant and applicable design and improvement standards in these Regulations, to other City ordinances and standards, to the City's Land Use Policy Plan and to the City's other duly adopted plans. If the City Council determines that the proposed subdivision will require the installation or upgrade of any public improvements to provide adequate facilities and services to any lot in the proposed subdivision or to maintain adequate facilities and services to any other lot, parcel or tract, the City Council shall deny the Application for Final Plat Approval of a Minor Subdivision and require the Applicant to file a Preliminary Plat for Major Subdivision.



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

**29**

June 24, 2011

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

Ladies and Gentlemen:

I hereby certify that the utilities and asphalt base paving required as a condition for approval of the final plat of **Sunset Ridge, 4<sup>th</sup> Addition** have been completed in an acceptable manner by Halbrook and Manatt's, Inc. The above mentioned improvements have been inspected by the Public Works Engineering Division 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 \$30,700. The remaining work that covers this financial security is street surface paving and the Construction Site Erosion and Sediment Control Bond.

Sincerely,

John Joiner, P.E.  
Public Works Director  
City of Ames

EC/ja

Attachment

cc: Finance, Contractor, PW Admin Asst, Construction Supervisor, PW Senior Clerk,  
Planning & Housing

Description	Unit	Quantity
Excavation and Embankment	CY	21,900
Silt Fence	LF	2,000
Inlet Protection	EA	19
Stabilized Construction Entrance	EA	1
Straw Mulch	ACRE	11
Seeding, Type (5) Stabilizing Crop	ACRE	11
8-inch Sanitary Sewer	LF	1,752
48-inch Diameter Sanitary Manhole (A)	EA	6
4-inch Sanitary Service	EA	22
8-inch Water Main	LF	1,931
8-inch M.J. Gate Valve	EA	6
8"x8"x8"x8" M.J. Cross	EA	2
Hydrant and Hydrant Run (includes 8"x8"x6" M.J. Tee, 6" M.J. Gate Valve, 6" Pipe and Hydrant)	EA	4
Temporary Blowoff Hydrant (Remove and Reuse 8"x6" M.J. Reducer, 6" Pipe, PCC Reaction Block and Hydrant)	EA	2
Temporary Blowoff Hydrant (Remove and Reuse 12"x6" M.J. Reducer, 6" Pipe and Hydrant)	EA	2
1-inch Water Service	EA	22
Rip Rap Class D	TON	20
6-inch Collector Line	LF	518
15-inch RCP, Class III	LF	618
18-inch RCP, Class III	LF	288
24-inch CMP	LF	85
24-inch RCP, Class III	LF	323
30-inch RCP, Class III	LF	270
24-inch FES	EA	1
30-inch RES	EA	3
Storm Sewer Manhole (Sanitary Type A)	EA	2
Storm Sewer Intake (M-A)	EA	6
Storm Sewer Intake (M-C)	EA	6
Storm Sewer Intake (M-D)	EA	2
Storm Sewer Intake (M-E)	EA	2
Collector Line Cleanout	EA	4
1.5-inch Sump Service	EA	22
Subgrade Preparation	SY	4,530
30-inch PCC Curb and Gutter	LF	2,595
6-inch PCC Pedestrian Ramp	SY	31
Detectable Warning Material	SF	64
8-inch HMA Pavement	SY	3,258
9.5-inch HMA Pavement	SY	1,381
Manhole Adjustments	EA	8
Water Valve Adjustments	EA	2



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

**30**

June 24, 2011

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

Ladies and Gentlemen:

I hereby certify that the utilities and asphalt base paving required as a condition for approval of the final plat of **Northridge Heights, 10<sup>th</sup> Addition** have been completed in an acceptable manner by Halbrook and Manatt's, Inc. The above mentioned improvements have been inspected by the Public Works Engineering Division 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 \$73,350. The remaining work that covers this financial security is street surface paving and the Construction Site Erosion and Sediment Control Bond.

Sincerely,

John Joiner, P.E.  
Public Works Director  
City of Ames

EC/ja

Attachment

cc: Finance, Contractor, PW Admin Asst, Construction Supervisor, PW Senior Clerk,  
Planning & Housing



Description	Unit	Quantity
Inlet Protection	EA	17
Excavation and Embankment	CY	9,800
Silt Fence	LF	900
Stabilized Construction Entrance	EA	2
Straw Mulch	ACRE	5
Seeding, Type (5) Stabilizing Crop	ACRE	5
48-inch Diameter Sanitary Manhole (A)	EA	8
Manhole Adjustments	EA	11
4-inch Sanitary Service	EA	37
8-inch Sanitary Sewer	LF	1,889
8-inch Water Main	LF	2,095
8-inch 11.25 Degree M.J. Bend	EA	1
8-inch 22.5 Degree M.J. Bend	EA	1
8-inch 45 Degree M.J. Bend	EA	1
8-inch M.J. Gate Valve	EA	5
8"x8"x8" M.J. Tee	EA	1
12"x12"x8" M.J. Tee	EA	1
12"x12"x8"x8" M.J. Cross	EA	1
12-inch Water Main	LF	710
12-inch 11.25 Degree M.J. Bend	EA	1
12-inch M.J. Gate Valve	EA	3
Hydrant and Hydrant Run (includes 8"x8"x6" M.J. Tee, 6" M.J. Gate Valve, 6" Pipe and Hydrant)	EA	6
Temporary Blowoff Hydrant (Remove and Reuse 8"x6" M.J. Reducer, 6" Pipe and Hydrant)	EA	2
Temporary Blowoff Hydrant (Remove and Reuse 12"x6" M.J. Reducer, 6" Pipe and Hydrant)	EA	2
Watervalue Adjustments	EA	4
1-inch Water Service	EA	37
6-inch Collector Line	LF	1,001
12-inch RCP, Class III	LF	487
15-inch RCP, Class III	LF	267
18-inch RCP, Class III	LF	389
24-inch RCP, Class III	LF	399
30-inch RCP, Class III	LF	193
36-inch RCP, Class III	LF	62
Storm Sewer Manhole (SW-301)	EA	1
Storm Sewer Manhole (SW-401 60-inch)	EA	1
Storm Sewer Manhole (SW-501)	EA	1
Storm Sewer Manhole (SW-503)	EA	1
Storm Sewer Manhole (SW-505)	EA	1
Storm Sewer Manhole (SW-506)	EA	1
Storm Sewer Manhole (Sanitary Type A)	EA	2
Storm Sewer Manhole (60-inch)	EA	1
Storm Sewer Intake (M-A)	EA	5
Storm Sewer Intake (M-C)	EA	5
Beehive Intake (SW-512 24-inch)	EA	1
RCP Area 18" Diameter with Type 3A Beehive Grate	EA	1
Collector Line Cleanout	EA	4

1.5-inch Sump Service	EA	37
Subgrade Preparation	SY	10,142
4-inch Perforated Subdrain (Pavement)	LF	796
6-inch Tile Line	LF	371
8-inch Riser	EA	2
Special Backfill	CY	734
Earth Filled Median	CY	60
30-inch PCC Curb and Gutter	LF	5,490
6-inch PCC Pedestrian Ramp	SY	105
Detectable Warning Material	SF	160
Pavement Removal	SY	16
8-inch HMA Pavement	SY	3,590
9.5-inch HMA Pavement	SY	2,434
11-inch HMA Pavement	SY	3,378

**COUNCIL ACTION FORM**

**SUBJECT: REQUESTS FOR THE IOWA SHRINE BOWL PARADE**

**BACKGROUND:**

The Iowa Shrine Bowl is planning to have the 39<sup>th</sup> annual All-Star game in Ames on July 23 at Jack Trice Stadium. This event has long been recognized as a showcase for Iowa athletes who will be participating at the college level in football this upcoming school year.

As part of this event, the Ames Convention & Visitors Bureau (ACVB) is requesting to temporarily close streets for the Shrine Bowl Parade on July 23, which will help kick off the day's events. This parade will consist of Shrine units from around the state and is scheduled to start at 9:30 a.m. **The ACVB has informed the staff that it and the Shrine Bowl organizers have agreed to change the parade from its normal route in order to accommodate the Main Street Cultural District's Downtown Farmers' Market.**

To facilitate the parade, street closures are necessary within the Cultural District on Fifth Street, Douglas Avenue, Main Street, Burnett Avenue, Kellogg Avenue, Clark Avenue, and Pearle Avenue. This parade will last until approximately 11:00 a.m., when the streets and parking areas will be opened to the public. The Shrine Bowl will provide volunteers to post signage along the parking areas and staff barricades at the minor intersection crossings along the route.

The parade procession is planning to stage within the east and west City Hall parking lots, which will be closed from 6:00 a.m. to Noon. With these plans, it is requested that the City's official vehicles be relocated for the weekend to the north side of the west City Hall Parking Lot M.

The Police Department, Fire Department, and CyRide have been contacted and have no problems with the temporary street closures for this parade. Any fees associated with Police staff directing traffic, if needed, will be billed to and paid by the ACVB.

The ACVB is also requesting to use electricity from City outlets at Tom Evans Plaza, and waiver of the fee for the use of those outlets. The electricity will be for a sound system during the parade.

The Main Street Cultural District has expressed its support of this event, and lost parking revenue will not exceed \$200.

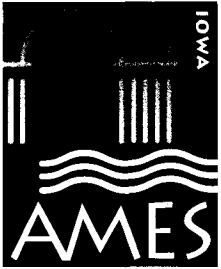
## **ALTERNATIVES:**

1. The City Council can approve the requests for the Shrine Bowl Parade on July 23, 2011 as follows:
  - Closure of portions of Main Street, Douglas Avenue, Fifth Street, Burnett Avenue, Pearle Avenue, Kellogg Avenue, and Clark Avenue from 8:00 a.m. to Noon for the parade
  - Closure of Parking Lot MM and the south portion of Lot M for parade staging between 6:00 a.m. and Noon
  - Use of outlets and waiver of electrical fees in Tom Evans Plaza
  - Approve a temporary obstruction permit and Blanket Vending Permit for entire Central Business District from 8:00 a.m. to 6:00 p.m. on June 23<sup>rd</sup>
  - Waiver of fee for Vending Permit
  - Approve the Farmers' Market closure of Main, in the 400 block, from 6:00 a.m. to 2:00 p.m.
2. The City Council can refer the requests back to staff and/or the applicant for additional information.
3. The City Council can deny the requests for the Shrine Bowl Parade and related activities.

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

The Iowa Shrine Bowl Parade, which opens the Iowa All-Star game, is a very popular event with Shrine units from around the state. This parade is a part of the many events planned for the Cultural District over the next several months.

It is the recommendation of the City Manager that the City Council adopt Alternative #1, thereby approving the requests for the Shrine Bowl Parade activities and Downtown Farmers' Market requests on July 23, 2011.



## Convention & Visitors Bureau

April 29<sup>th</sup>, 2011

Honorable Mayor Ann Campbell  
City Council Members  
P.O. Box 811  
515 Clark Avenue  
Ames, IA 50010

Dear Mayor Campbell and City Council Members,

Planning for the 2011 Iowa Shrine Bowl All-Star Football Classic is underway. Before the game, festivities include a parade that involves Shriners and various community groups and an autograph session immediately after the parade in Tom Evans Park.

We would like to hold the parade downtown on July 23rd at 9:30 a.m. The parade route has been change in cooperation with the new Ames Farmers Market location. The new route will start staging on 5<sup>th</sup> Street between Pearle and Burnett then proceed east on 5<sup>th</sup>, south on Douglas, west on Main St, and finish going north on Burnett. The west parking lots behind City Hall worked well last year as staging areas and we would like to utilize them again in this manner.

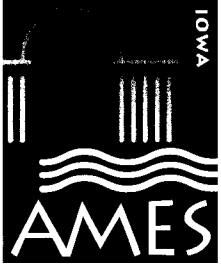
Following is a list of specific requests:

### Utilities

- Costs for electricity needed for the events are requested to be waived. This includes electricity in Tom Evans Park including connection (meter) costs. A disc jockey will set up a sound system for the parade in Tom Evans Park.

### Tom Evans Park

- Permission to use Tom Evans Park to set up a disc jockey for the parade is requested and Ames Parks and Recreation has been contacted.



## Convention & Visitors Bureau

### Street Closures

- Permission to close 5<sup>th</sup> Street from Pearle to Douglas and Main Street from Burnett to Douglas.

We would like to continue to strengthen the relationship with Main Street Cultural District in support of these events. The parade route provides more visibility to spectators, brings shoppers to Main Street Cultural District, and allows us to showcase the hospitality of Ames.

Thank you for your consideration in supporting this request.

Sincerely,

Seann DeMaris  
Ames Convention  
& Visitors Bureau



June 22 2011

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

Dear Honorable Mayor Campbell and City Council,

The Main Street Cultural District (MSCD) is planning a brand new, ultra dynamic *Ames Main Street Farmers' Market* this summer. The event is scheduled to be held on the 400 block of Main Street each Saturday from June 25<sup>th</sup> to September 24<sup>th</sup>, 8:00AM to 1:00PM (the road is scheduled to be closed from 6:00AM to 2:00PM to allow for setup, teardown, and cleanup). The 14-week event will feature the area's best farmers, crafters, and prepared food experts as well as have weekly live entertainment and children's activities. At this time, MSCD asks the City Council to consider four specific requests:

1. The MSCD requests to use Tom Evans Park on July 23<sup>rd</sup> between the hours of 6:00AM and 2:00PM for live entertainment, children's activities, and educational programming (the activities will not take place before 8:00AM or after 1:00PM as these times are designated for setup, teardown, and cleanup). MSCD also requests the use of electricity in Tom Evans Park and requests a waiver for electricity costs for outlets in the Park. Kevin Shawgo with Parks and Recreation has been contacted and has granted us his approval to use Tom Evans Park for the reasons and times stated above.
2. The MSCD requests a temporary obstruction permit for the entire Central Business District (CBD) to allow businesses to use the half of the sidewalk closest to their storefronts to display merchandise on market days. MSCD requests the permit for July 23<sup>rd</sup> between the hours of 8:00AM and 6:00PM. Any business choosing to sell merchandise on the sidewalk will be required to file their certificate of insurance with the City of Ames.
3. The MSCD requests a Blanket Vending Permit for the entire CBD to allow businesses to sell merchandise outside their stores if they choose to. MSCD requests the permit for Saturday July 23<sup>rd</sup> between the hours of 8:00AM and 6:00PM. MSCD further request the fee be waived as any businesses selling products on the sidewalk are MSCD investors. MSCD intends that regular street vendors in the CBD who have permits through the city will continue their operations as usual during this time.

Saturday, July 23<sup>rd</sup>, is the day of the Shrine Bowl parade and MSCD has worked diligently with the Shrine Bowl Coordinators to make sure that both events can coexist together.

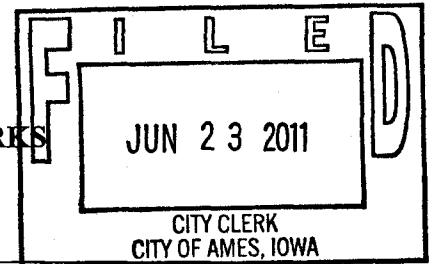
Thank you for your consideration of these requests and continued support of downtown Ames!

Sincerely,

Thomas K. Drenthe  
MSCD Events Planner

Cc: Jeff Benson

CITY OF AMES, IOWA  
APPLICATION FOR PERMIT TO DISPLAY FIREWORKS



Name of Event: Ames 4th of July Fireworks Display

Name of Organization Sponsoring Event: Ames Jaycees

Address of Organization: P.O. Box 624, Ames IA 50010

Name of Applicant: Joe Leisz

Telephone: 515-291-4402 E-mail address: jleisz@astate.edu

Organization's On-site Manager or Contact for Day of Display: Joe Leisz

Contact's Cell Phone Number on Day of Display: 515-291-4402

Date & Time of Event: July 4th, 10 PM Rain Date(s) & Time: July 3rd or July 9th  
(dark) 10 PM

Exact Location of shoot/display\*: Greencastle Park, SE 16th Street

Size and Type of Display: (attach program, if possible) Approx 20-25 min show w/ 3"-4"-5" shells  
(see attached)

Name of Fireworks Supplier: J & M Displays

Name of Display Operator / Responsible Shooter who will be present on the day of the event:

Joe Leisz (515-291-4402), Joe Paulsen (515-291-7000)

(Please submit a resume showing pyrotechnic certification or qualifications of this person.)

Work-week Phone: (same) Cell Phone (for day of display): (see above)

Name of Insurance Company: Ames Insurance Center (For shoots on public property, \$500,000 general comprehensive liability insurance is required, with the applicant or sponsor named as certificate holder and the City of Ames named as an additional insured.)

**\*For displays based on property owned by Iowa State University (including Stuart Smith Park and Brookside Park), a letter of authorization must be obtained from ISU. Contact the Office of Risk Management, 3618 Administrative Services Building, or call 515-294-7674.**

Signature of Applicant: [Signature] Date: 06-21-11

Signature of Display Operator: [Signature] Date: 06-21-11

Date Fee (\$25.00) Paid: 6/23/11 Fire Inspector: Tom Henniksen



**Applicant**

Name of Applicant:	<u>LJPS, Inc</u>		
Name of Business (DBA):	<u>Olde Main Brewing Co</u>		
Address of Premises:	<u>ISU Alumni Center, 420 Beach Ave, Second Floor</u>		
City: <u>Ames</u>	County: <u>Story</u>	Zip: <u>50010</u>	
Business Phone:	<u>(515) 232-0553</u>		
Mailing Address:	<u>316 Main St</u>		
City: <u>Ames</u>	State: <u>IA</u>	Zip: <u>50010</u>	

**Contact Person**

Name:	<u>Jamie Courtney</u>		
Phone:	<u>(515) 291-8346</u>	Email Address:	<u>jcourtney@oldemainbrewing.com</u>

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

Term: 5 days

Effective Date: 07/04/2011

Expiration Date: 07/08/2011

Privileges:

Class C Liquor License (LC) (Commercial)

**Status of Business**

BusinessType:	<u>Privately Held Corporation</u>		
Corporate ID Number:	<u>286196</u>	Federal Employer ID #	<u>770613629</u>

**Ownership**

**Len Griffen****First Name:** Len**Last Name:** Griffen**City:** Bethesda**State:** Maryland**Zip:** 20817**Position** Vice President**% of Ownership** 25.00 %**U.S. Citizen****Scott Griffen****First Name:** Scott**Last Name:** Griffen**City:** Ames**State:** Iowa**Zip:** 50010**Position** President**% of Ownership** 50.00 %**U.S. Citizen****Sue Griffen****First Name:** Sue**Last Name:** Griffen**City:** Bethesda**State:** Maryland**Zip:** 20817**Position** Treasure**% of Ownership** 25.00 %**U.S. Citizen*****Insurance Company Information*****Insurance Company:** Illinois Casualty Co**Policy Effective Date:****Policy Expiration Date:****Bond Effective Continuously:****Dram Cancel Date:****Outdoor Service Effective Date:****Outdoor Service Expiration Date:****Temp Transfer Effective Date:****Temp Transfer Expiration Date:**

## COUNCIL ACTION FORM

**SUBJECT:** REZONING OF PROPERTY AT 3409 – 3413 SOUTH DUFF AVENUE  
FROM AGRICULTURAL TO HIGHWAY-ORIENTED COMMERCIAL

**BACKGROUND:**

The subject property is two parcels totaling 16.32 acres owned by Terry Herink and Jolene Muse. Chuck Winkleblack of Hunziker and Associates is representing the owners. The location is just east of the airport near the southern city limits on South Duff Avenue. On the property is a single family home and open agricultural land with outbuildings. (See Attachment A Location Map and Attachment J, Plat of Survey)

The subject property, as well as other surround properties are zoned Agricultural (“A”). **The proposal is to rezone the subject property from Agricultural to Highway Oriented Commercial (HOC)** (See Attachment B, Rezoning Map and Attachment E, Existing Zoning Map). The property is designated HOC on the Future Land Use Map.

According to the rezoning application, the subject properties will be developed for uses consistent with HOC zoning. (See Attachment C, Applicant Statement) If rezoned to HOC, the property can be used for any uses permitted in the zoning code for that zoning designation, generally all uses, except residential, industrial, or schools. This is the zoning designation of most of the commercial areas of Ames. (See Attachment G, Applicable Laws and Policies for references to the lists of these uses)

**Surrounding Area.** The following table identifies the Future Land Use Map designations, existing zoning, and existing land use of the properties surrounding the property proposed for rezoning.

### DESCRIPTION OF SURROUNDING AREA

Area	LAND USE PLAN MAP DESIGNATION	EXISTING ZONING	EXISTING LAND USE
North	Highway Oriented Commercial	Agricultural	Residential
West	Government/Airport	Government/Airport	Airport
South	Highway Oriented Commercial	Agricultural	Church
East	Low Density Residential	Low Density Residential	Residential

See also the attached Future Land Use Map and Existing Zoning Map

**Land Use.** The Future Land Use Map of the Ames Land Use Policy Plan designates this area as Highway Oriented Commercial. As shown in *Attachment D*, the area designated for HOC is larger than the subject property.

**Applicable Laws and Policies.** The laws and policies that are applicable to this case are referenced in Attachment G.

## **ANALYSIS**

**Access.** A two-lane paved road, South Duff Avenue, serves the property. This is also known as U.S. Highway 69, which is maintained by Iowa Department of Transportation. This area serves as a main thoroughfare for commuters from rural areas and those travelling to and from Huxley. The U.S. 69 right of way is in control of the Iowa DOT in the form of an easement, which is satisfactory to the DOT. Any new driveways would require DOT approval and be initiated through the City's development review process. There are no planned road widening projects at this time. Ames Public Works staff and Iowa DOT have determined that the rezoning/change of land use of the subject property does not create the need for additional roadway improvements or land area to be dedicated.

**Utilities/Infrastructure.** Full utilities are available at the site. Electric services are provided by Alliant Energy, not the City of Ames. The City of Ames Electric serves properties on the east side of South Duff Avenue, as well as properties to the north and west. The City of Ames Public Works Department has determined that the impact of typical HOC development at this site would not increase the demand on city utility services that has not already been anticipated.

**Sidewalks, Street Trees and Street Lights.** The shoulder areas have open surface water drainage and no curbs, which is more typical of a rural road cross-section. Therefore sidewalks alone are not topographically practical unless a full urban road section is installed. Existing trees in the area are on private property. There are no street trees in the vicinity. Street lights already exist on electric power poles. If a Major Subdivision Plat is submitted for this area, the sidewalk requirement will come into effect. However, the property may be developed with no further platting. Street trees are not a requirement of commercial or agricultural zoned subdivisions, but are required of the residential subdivisions directly across the street.

There are no immediate plans for sidewalks in this location, but other properties (Carpet One at 2818 South Duff Avenue) that have developed in this area have been required to ensure completion of the sidewalks at the appropriate time. An appropriate time could be roadway widening or corridor beautification. Those other properties had existing sidewalk agreements as part of subdivision plat approvals. However at the time of site development plan approval, the topography was not practical for sidewalk installation. Therefore, financial security was submitted. Planning staff has discussed this area with the Iowa Department of Transportation and found out that there are no pending plans for road projects at this time. However the Ames Metropolitan Planning Organization 2035 Long Range Transportation Plan does include a widening project for this section of South Duff Avenue.

This area is a rural section of roadway under Iowa DOT jurisdiction. There is a future possibility to widen the road to a 5-lane section. Because of these two factors it does not make sense to put the sidewalk in at this point. However, as these properties develop over time it will likely be a community priority for the sidewalks to be completed. Mr. Winkleblack

is agreeable to a zoning contract that would run with the land, so that the sidewalk would be completed as part of a future site development plan. The contract would allow options for either the sidewalk to be completed at the time of site plan approval or for financial security will be submitted to the City. In a similar case in April 2010, the City Council decided to rezone property at 530 South 16<sup>th</sup> Street and require a sidewalk as a condition of the rezoning.

**Emergency Response:** The subject property can be served by the City's emergency response services within five minutes. There is a nearby fire station at the South Duff Avenue intersection and Airport Road.

**Airport Protection.** The property is within an area that the Federal Aviation Administration recommends protection measures for airports (See Attachment F, Airport Approach Slopes). One of the LUPP goals is to protect the airport approach areas (See Goal 7.E. in Attachment I). **The City does not have any zoning controls that would reduce building heights or limit land uses beyond what already exists in the HOC standards. Therefore, it is appropriate for an easement to be required which would allow the City to work with a developer to ensure there is no land use or building height conflicts.** The FAA recommendations would not prevent the typical commercial development which has occurred on other portions of South Duff Avenue to the north. Additionally, the City has reviewed the 2008 Airport Master Plan report and found no existing obstructions which should be removed. City staff has prepared the airport easement document and will ensure it is agreeable to Mr. Winkleblack as a condition of the rezoning prior to final action by City Council.

The applicant has offered to sell the City the rear portion of the property since it is adjacent to the airport. The offer to sell has been considered by Public Works staff and it has been determined that the City has no interest in acquiring the rear portion of the property at this time. Although the LUPP supports a rezone for the rear area of the subject property, the existence of the cemetery in front would limit the likelihood of this area to be commercially developed in the typical HOC pattern. Typical HOC patterns have a high visibility focus on the roadway. Therefore, the applicant has the option of not requesting a rezone of the rear portion. This may, however, require a re-platting procedure. An accessory commercial use, such as storage of merchandise could be one use for the rear area which would be consistent with the requested HOC zoning.

**Growth Objectives of the Land Use Policy Plan.** Goals 1, 2, 4 and 5 of the LUPP (See Attachment I) address the importance of efficient growth and the general desire for an increase in the city economy. The subject property is already designated as HOC on the Future Land Use Map. The request is consistent with the goals of the LUPP for infill development of areas already in the city and served by city infrastructure. The proposed rezoning would allow infill development to occur on a major thoroughfare which is consistent with the goals of the LUPP.

**Zoning Map Contiguity.** This rezoning would not connect with the HOC area farther north; however, the applicant does not control the area in between. Single family use is nonconforming in the HOC zone, but it is allowed to continue as long as it is not expanded significantly. The cemetery use to the north is not a permitted use in the HOC zone.

Therefore if it was rezoned in the future, it also could continue to be used. The subject rezoning request is likely to trigger other areas to be rezoned should redevelopment of the subject property occur. Since the entire Agricultural Zoning area is designated as HOC on the Future Land Use Map, additional rezoning beyond the requested area would be supported.

**Surrounding Land Use.** High intensity commercial development is sometimes perceived to have a negative impact on the enjoyment of nearby residential properties. An objective of Goal 4 of the LUPP is for healthy, safe, and attractive environments in which to live. There are nearby homes to the east that fronts on US 69. However, typical commercial development has parking lots in the front which are required by City Code to be screened with shrub and tree landscaping. Additionally, the City Outdoor Lighting Code requires angles of cutoff which limit glare on surrounding properties. The requested HOC zone does not allow manufacturing and industrial land uses which could potentially have noise conflicts with residential properties. Therefore existing codes and policies may be sufficient to assure a healthy, safe and attractive environment in this area.

**Conclusions.** Based upon the above analysis, staff concludes that the proposed rezoning is consistent with the Future Land Use Map, as well as the Goals and Objectives of the Ames Land Use Policy Plan (LUPP) as long as an easement for the airport is granted as a condition of the rezone and that a zoning contract for sidewalks runs with the land. Staff further concludes that the request for rezoning complies with the relevant sections of the *Municipal Code* for the submittal and processing of the rezoning application.

**Public Feedback/Notice.** Notice was mailed to property owners within 200 feet of the rezoning area and a sign was posted on the subject property. The property owner of the single family rental home to the north (3011 South Duff) contacted the City as a result of the letter and did not have any opposition to the applicant's request. Additionally, the owner of 3011 South Duff stated that they were not interested in rezoning their property at 3011 South Duff at this time due to their perception that the taxable value could increase.

On May 4, the hearing for this rezoning request was opened. **At the hearing a property owner from directly across the street questioned the compatibility of commercial development directly across the street from residential. Storm water concerns were raised by about 15 single family property owners to the east, across South Duff Avenue.** Public Works Engineering staff was not present at the meeting to field questions, therefore the hearing was continued.

**Recommendation of the Planning & Zoning Commission.** Municipal Engineer Tracy Warner attended the continued hearing on June 1, 2011 and fielded a lengthy series of questions and concerns from the nearby residents about storm water drainage. Ms. Warner explained that any new development in the area proposed for rezoning would have to comply with *Municipal Code* regarding storm water management. The residents raised concerns of flooded basements and crawlspaces and believed that new development across South Duff could increase damages to their properties. Ms. Warner explained that the Southdale Subdivision is the identified location for the 2013/14 year in the Low Point Drainage program of the CIP. The Commission sympathized with the residents but

believed that the drainage issue was a much larger discussion that was not directly related to the subject rezoning across South Duff. The Commission asked that the City staff work with the residents to address the concerns raised. Therefore, on June 1, 2011, with a vote of 7-0, the Planning and Zoning Commission recommended that the City Council approve the request to rezone this property subject to the following conditions:

- That an easement is required to ensure that there are no land use or building height that conflict with the airport.
- That financial security for the completion of the sidewalk be submitted.

### **ALTERNATIVES:**

1. The City Council can approve the rezoning of the property located at 3409 – 3413 South Duff Avenue from Agricultural (A) to Highway-Oriented Commercial (HOC) with the following conditions:
  - That an airport protection easement is required to ensure that there is no land use or building height that conflict with the airport.
  - That a zoning contract ensuring the completion of the sidewalk runs with the land.
2. The City Council can approve the rezoning of the property located at 3409 – 3413 South Duff Avenue from Agricultural (A) to Highway-Oriented Commercial (HOC), without conditions.
3. The City Council can deny the rezoning of the property located at 3409 – 3413 South Duff Avenue from Agricultural (A) to Highway-Oriented Commercial (HOC) if the Council finds and concludes that the proposed rezoning is not consistent with adopted policies and regulations, that there is not adequate infrastructure on the subject property for HOC development or that the rezone will impose impacts that cannot be reasonably mitigated.
4. The City Council can defer action on this request and refer it back to City staff and/or the applicant for additional information.

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

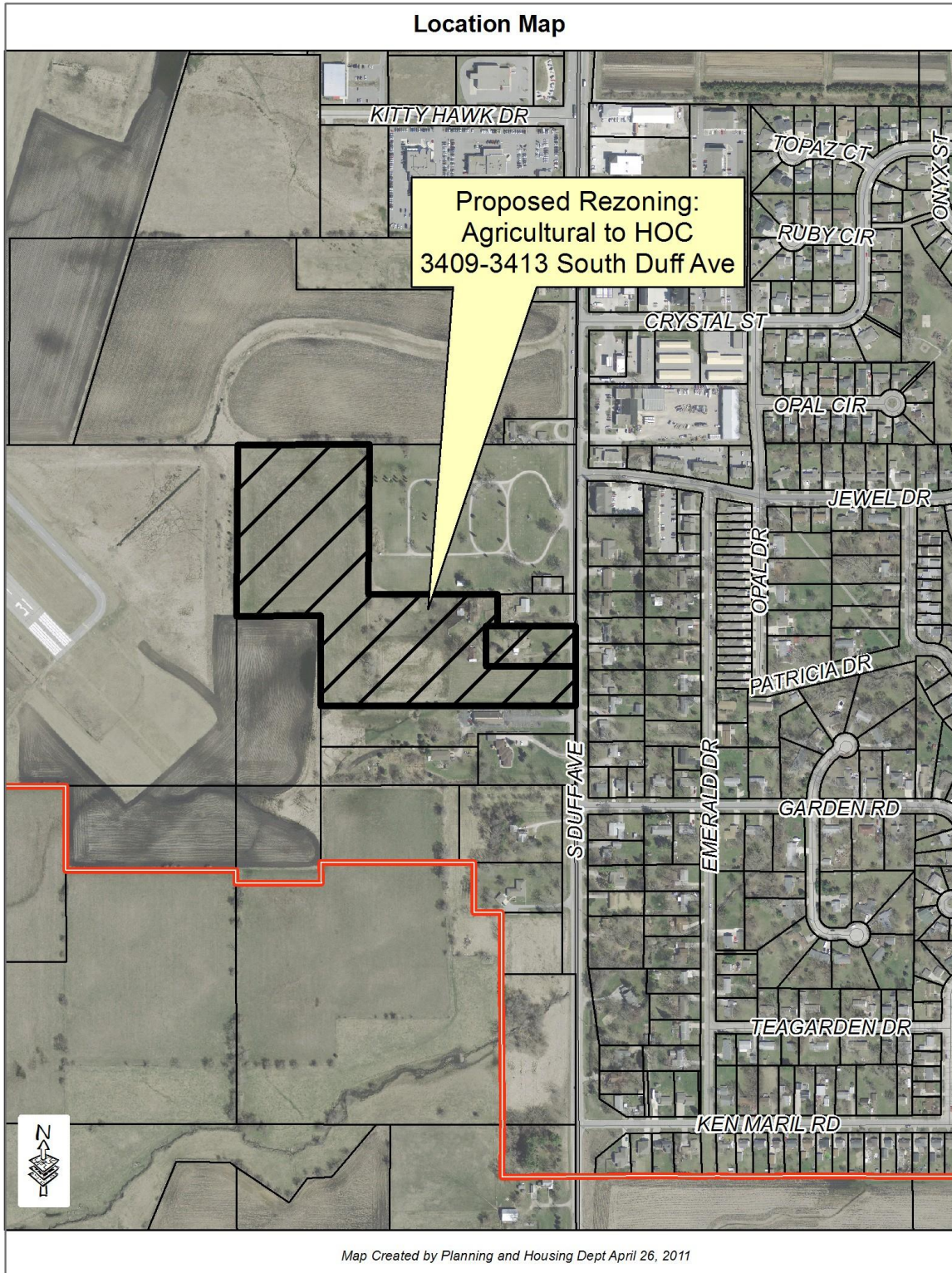
Staff has found that rezoning of the property located at 3409 – 3413 South Duff Avenue from Agricultural (A) to Highway-Oriented Commercial (HOC) is consistent with the land use policies of the City. The storm water concerns will be addressed by Public Works staff in accordance with the Municipal Code requirements. In addition, the Southdale Subdivision is the identified location for the 2013/14 year in the Low Point Drainage program of the CIP. The City Council has the discretion to attach conditions that it deems appropriate. The airport easement and zoning contract for sidewalks are reasonable requirements that are related to the potential development of the property.

Therefore, it is the recommendation of the City Manager that the City Council approve the rezoning of the property located at 3409-3413 South Duff Avenue from Agricultural (A) to Highway-Oriented Commercial (HOC) subject to the property owners signing:

- an airport protection easement to ensure that there are no land use or building height that conflict with the airport and
- a zoning contract ensuring the completion of the sidewalk that runs with the land.

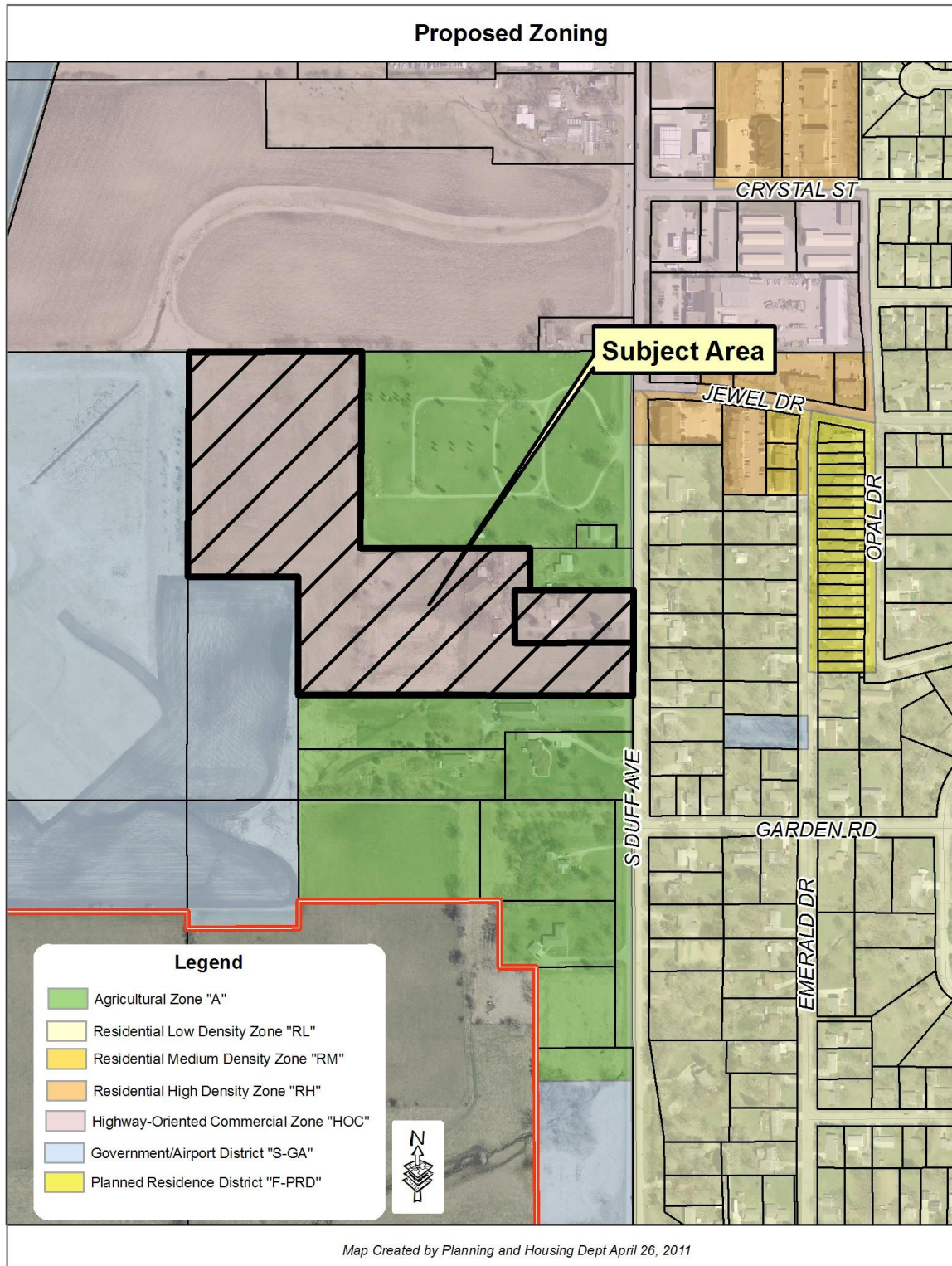


## Attachment A





## Attachment B



## **Attachment C – Applicant Statement**

3409 and 3413 S Duff rezoning request

April 18, 2011

This property is currently zoned “AG” and it is designated on the LUPP map for Highway Oriented Commercial. This application is the formal request for zoning.

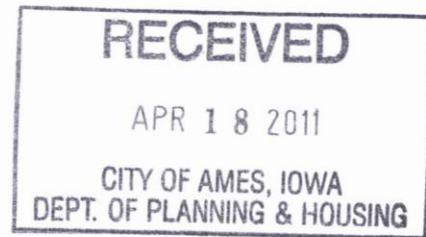
Current zoning designation is “AG”

The applicant is asking for “HOC” zoning for the 2 parcels

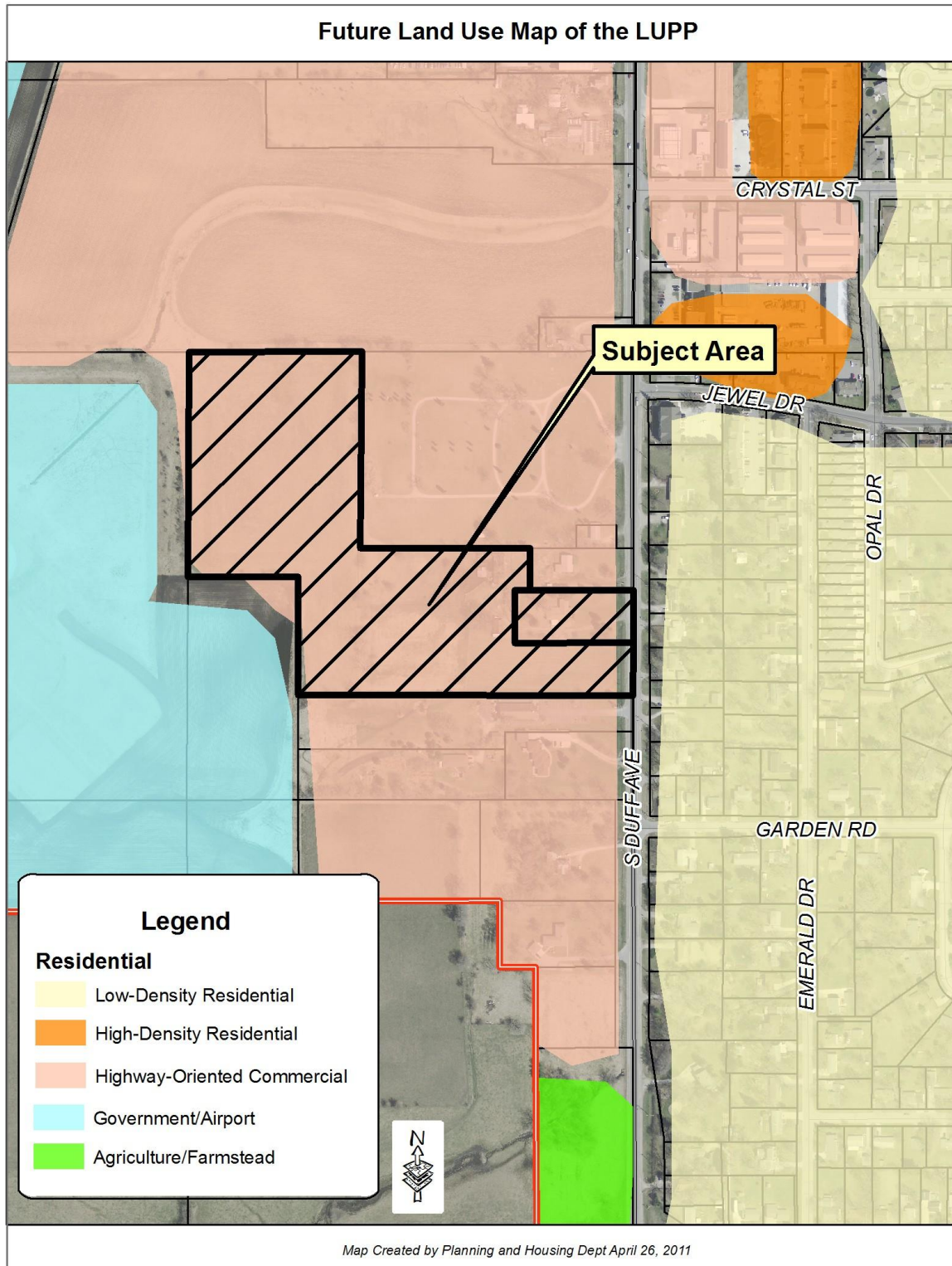
There are no identified end users for this property at this time. However they will be consistent with the guidelines set forth in the “HOC” zone

See the attached plat of survey for the rest of the legal description and number of acres.

I have written a letter to the city council requesting that they have staff look into the possibility of the city of Ames buying part of the property that is adjacent to the airport property.

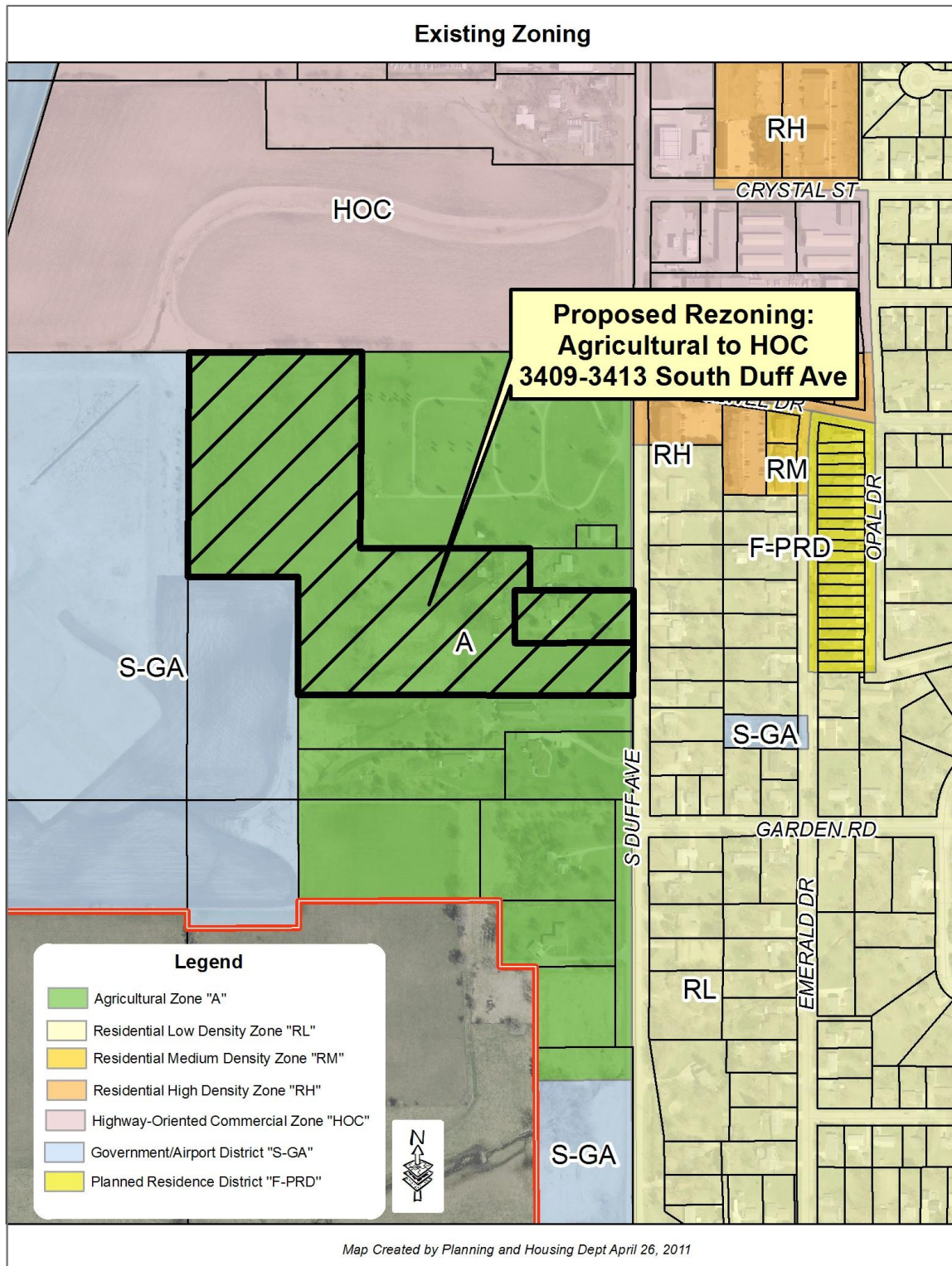


## Attachment D



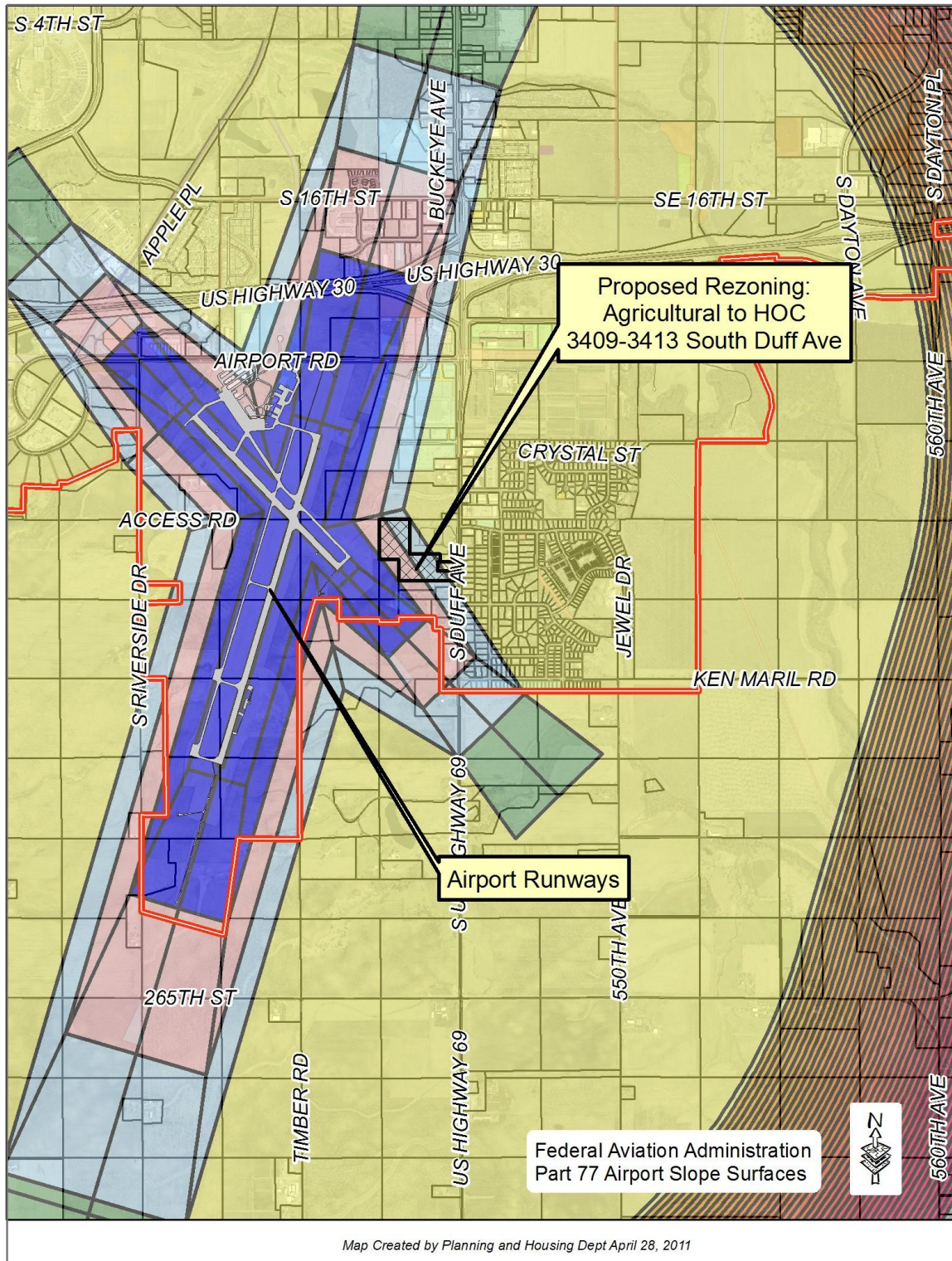


## Attachment E





## Attachment F



## **Attachment G**

### **Applicable Laws and Policies:**

The laws applicable to this case file are as follows:

- Land Use Policy Plan (LUPP) Goals, Policies and the Future Land Use Map:

The Land Use Policy Plan (LUPP) Future Land Use Map identifies the land use designations for the properties proposed for rezoning.

- Ames *Municipal Code* Chapter 29, Section 1507, Zoning Text and Map Amendments includes requirements for owners of land to submit a petition for amendment, a provision to allow the City Council to impose conditions on map amendments, provisions for notice to the public, and time limits for the processing of rezoning proposals.
- Ames *Municipal Code* Chapter 29, Section 804, “HOC” Highway-Oriented Commercial includes a list of uses that are permitted in the “HOC” zoning district and the zone development standards that apply to properties in that zone.
- Ames *Municipal Code* Chapter 29, Section 600, “A” Agricultural Zone includes a list of uses that are permitted in the “A” zoning district and the zone development standards that apply to properties in that zone.
- Ames Municipal Code Chapter 29, Article 4, Section 3 identifies parking lot landscaping requirements.
- Ames Municipal Code, Chapter 29, Article 4, Section 11, identifies Outdoor Lighting Code requirements.

## Attachment H

### **Findings of Fact:**

Based upon an analysis of the proposed rezoning and laws are pertinent to the applicant's request, staff makes the following findings of fact:

1. Ames *Municipal Code* Section 29.1507(2) allows owners of 50% or more of the area of the lots in any district desired for rezoning to file an application requesting that the City Council rezone the property. The property represented by the applicant is entirely under one ownership, which meets the minimum requirements for ownership of the property requested for rezoning.
2. The application was received on April 18, 2011. The Planning & Zoning Commission is to file its recommendations with the City Council within 90 days of when the application was received, which is July 18.
3. The subject property has been designated on the Land Use Policy Plan (LUPP) Future Land Use Map as "Highway-Oriented Commercial."
4. The uses allowed in the Highway-Oriented Commercial (HOC) zone are found in Table 29.804(2) of the *Municipal Code*. Table 29.501(4)-2 provides a more detailed list.
5. The subject property is within the Part 77 area determined by the Federal Aviation Administration to have imaginary slope angles which should not be penetrated or obstructed or have land uses which conflict with airports.



## Attachment I

### **Goals and Objectives of the Ames Land Use Policy Plan**

***Goal No. 1. Recognizing that additional population and economic growth is likely, it is the goal of Ames to plan for and manage growth within the context of the community's capacity and preferences. It is the further goal of the community to manage its growth so that it is more sustainable, predictable and assures quality of life.***

- 1.A. Ames seeks to diversify the economy and create a more regional employment and market base. While continuing to support its existing economic activities, the community seeks to broaden the range of private and public investment.
- 1.C. Ames seeks to manage a population and employment base that can be supported by the community's capacity for growth. A population base of 60,000-62,000 and an employment base of up to 34,000 is targeted within the City. Additionally, it is estimated that the population in the combined City and unincorporated Planning Area could be as much as 67,000 and the employment base could be as much as 38,000 by the year 2030.

***Goal No. 2. In preparing for the target population and employment growth, it is the goal of Ames to assure the adequate provision and availability of developable land. It is the further goal of the community to guide the character, location and compatibility of growth with the area's natural resources and rural areas.***

- 2.A. Ames seeks to provide between 3,000 and 3,500 acres of additional developable land within the present City and Planning Area by the year 2030. Since the potential demand exceeds the supply within the current corporate limits, alternate sources shall be sought by the community through limited intensification of existing areas while concentrating on the annexation and development of new areas. The use of existing and new areas should be selective rather than general.
- 2.B. Ames seeks to assure the availability of sufficient suitable land resources to accommodate the range of land uses that are planned to meet growth. Sufficient land resources shall be sought to eliminate market constraints.
- 2.C. Ames seeks a development process that achieves greater compatibility among new and existing development.
- 2.D. Ames seeks a development process that achieves greater conservation of natural resources and compatibility between development and the environment.

***Goal No. 3. It is the goal of Ames to assure that it is an “environmentally-friendly” community and that all goals and objectives are integrated with this common goal. In continuing to serve as a concentrated area for human habitat and economic activity, Ames seeks to be compatible with its ecological systems in creating an environmentally sustainable community.***

- 3.A. Ames seeks to provide biodiversity through the inclusion of plant and animal habitats. Their inclusion shall be provided through such methods as conservation management, protection, replacement, etc.
- 3.B. Ames seeks to maintain and enhance the value of its stream corridors as drainage ways and flood management areas, plant and animal habitats, recreational and scenic areas and pathways for linking the overall community.
- 3.C. Ames seeks to protect and conserve its water resources for the following purposes: aquifer protection; water quality protection; user conservation management; plant and animal life support; water-borne recreation; scenic open space; and, provision of a long-term/reliable/safe source of water for human consumption and economic activities.

***Goal No. 4. It is the goal of Ames to create a greater sense of place and connectivity, physically and psychologically, in building a neighborhood and overall community identity and spirit. It is the further goal of the community to assure a more healthy, safe and attractive environment.***

- 4.A. Ames seeks to establish more integrated and compact living/activity areas (i.e. neighborhoods, villages) wherein daily living requirements and amenities are provided in a readily identifiable and accessible area. Greater emphasis is placed on the pedestrian and related activities.
- 4.B. Ames seeks to physically connect existing and new residential and commercial areas through the association of related land uses and provision of an intermodal transportation system.

***Goal No. 5. It is the goal of Ames to establish a cost-effective and efficient growth pattern for development in new areas and in a limited number of existing areas for intensification. It is a further goal of the community to link the timing of development with the installation of public infrastructure including utilities, multi-modal transportation system, parks and open space.***

- 5.C. Ames seeks the continuance of development in emerging and infill areas where there is existing public infrastructure and where capacity permits.
- 5.D. Ames seeks to have the real costs of development borne by the initiating agent when it occurs outside of priority areas for growth and areas served by existing infrastructure.

***Goal No. 7. It is the goal of Ames to provide greater mobility through more efficient use of personal automobiles and enhanced availability of an integrated system including alternative modes of transportation.***

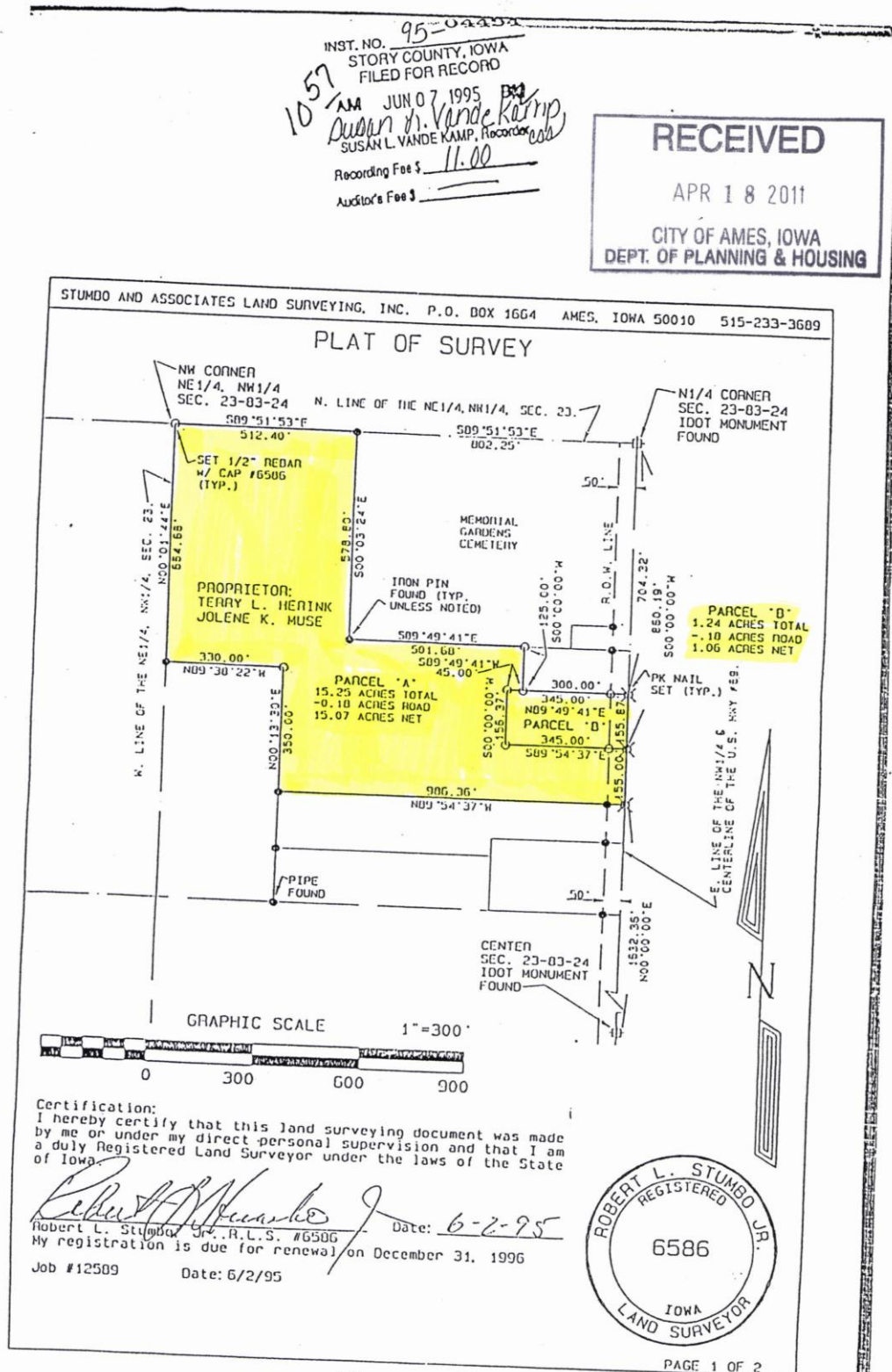
Objectives. In achieving a more mobile community, Ames seeks the following objectives.

- 7. A. Ames seeks to establish a comprehensive and integrated transportation system that includes automotive, public transit, pedestrian, bicycle and ride-sharing modes.
- 7. B. Ames seeks a transportation system that is linked with the desired development pattern of the overall community and areas therein.
- 7. C. Ames seeks to establish new transportation corridors that have been planned, in part, to minimize impacts on significant natural resources.
- 7. D. Ames seeks to increase the efficiency of existing traffic movement in reducing air pollutants from automobiles (e.g. improving intersection movements to minimize delays and conserve energy).
- 7. E. Ames seeks a development pattern that protects and supports the airport and its flight approach zones.

***Goal No. 9. It is the goal of Ames to promote expansion and diversification of the economy in creating a base that is more self-sufficient and that is more sustainable with regard to the environment.***

- 9.A. Ames seeks more diversified regional employment opportunities involving technology-related services and production, office centers and retail centers.
- 9.D. Ames seeks economic activities that are compatible and sustainable with its environment.

# Attachment J



**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF AMES, IOWA, AS PROVIDED FOR IN SECTION 29.301 OF THE *MUNICIPAL CODE* OF THE CITY OF AMES, IOWA, BY CHANGING THE BOUNDARIES OF THE DISTRICTS ESTABLISHED AND SHOWN ON SAID MAP AS PROVIDED IN SECTION 29.1507 OF THE *MUNICIPAL CODE* OF THE CITY OF AMES, IOWA; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH AND ESTABLISHING AN EFFECTIVE DATE**

**BE IT HEREBY ORDAINED** by the City Council of the City of Ames, Iowa;

Section 1: The Official Zoning Map of the City of Ames, Iowa, as provided for in Section 29.301 of the *Municipal Code* of the City of Ames, Iowa, is amended by changing the boundaries of the districts established and shown on said Map in the manner authorized by Section 29.1507 of the *Municipal Code* of the City of Ames, Iowa, as follows: That the real estate, generally located at 3409 - 3413 South Duff Avenue, is rezoned from Agricultural (A) to Highway-Oriented Commercial (HOC).

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**Real Estate Description:** Parcels A and B in the Northeast Quarter of the Northwest Quarter of Section 23, Township 83 North, Range 24 West of the 5<sup>th</sup> P.M., Ames, Story County, Iowa, as shown on the "Plat of Survey" filed in the office of the Recorder of Story County, Iowa, on the 7<sup>th</sup> day of June, 1995, and recorded in Book 13, Page 70.

Section 2: Pursuant to this ordinance, the following conditions are established: an airport protection easement that ensures there are no land use or building heights that conflict with the airport; and, a zoning contract that ensures the completion of the sidewalk that runs with the land.

Section 3: All other ordinances and parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 4: This ordinance is in full force and effect from and after its adoption and publication as provided by law.

ADOPTED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Diane R. Voss, City Clerk

\_\_\_\_\_  
Ann H. Campbell, Mayor

**COUNCIL ACTION FORM**

**SUBJECT: REZONING OF PROPERTY AT 516 KELLOGG AVENUE  
FROM GOVERNMENT/AIRPORT TO DOWNTOWN SERVICE CENTER,  
AND REZONING OF PROPERTY AT 500 KELLOGG AVENUE  
FROM DOWNTOWN SERVICE CENTER TO GOVERNMENT/AIRPORT**

**BACKGROUND:**

The first rezoning request was initiated by First United Methodist Church (FUMC), and involves rezoning a strip of land approximately 50 feet wide between Kellogg Avenue and the alley to the east that is currently used as public off-street parking. This proposal is to change the zoning from Government/Airport (S-GA) to Downtown Service Center (DSC). This parking lot immediately south of FUMC was recently purchased by the Church from the City for the purpose of constructing an addition to the south side of the existing church building. The rezoning of the parking lot land is now necessary to construct the proposed building addition so that the entire parcel of church property is zoned as DSC. (See *Attachment A: Current Zoning Map and Attachment B: Proposed Zoning Map*)

A second rezoning of land in this same area is also being initiated by the City. This rezoning is for a second strip of land approximately 19 feet wide that runs between Kellogg Avenue and the alley to the east. This land recently changed ownership from FUMC to the City for the purpose of expanding the existing City parking lot at the northeast corner of Kellogg Avenue and 5<sup>th</sup> Street (500 Kellogg Avenue). This proposal is to change the zoning of this land from DSC to S-GA, which would result in S-GA zoning for the entire City-owned parcel of land. The expanded parking lot will then be available for use as metered public parking. (See *Attachment A: Current Zoning Map and Attachment B: Proposed Zoning Map*)

On May 24, 2011, the City Council approved a developer's agreement between the City and First United Methodist Church which documents the land to be sold to FUMC for the building expansion project and the land to be transferred to the City for expansion of the City parking lot. The agreement stipulates that the FUMC would submit an application for rezoning of the land the church has acquired from the City.

The developer's agreement also stipulates that the City may submit an application for rezoning of the land it is acquiring through the FUMC building expansion project subsequent to the Church's request for rezoning, so that the City's rezoning does not delay the Church's project. *Please note that City staff is proposing to process the two rezoning proposals concurrently to expedite the development process for both the Church expansion and for expansion of the City parking lot.*

A Plat of Survey for the properties at 500 and 516 Kellogg Avenue were also approved by the City Council on May 24, 2011. The Plat of Survey consolidates all of the land now owned by FUMC into Parcel "D" and all of the land now owned by the City of Ames into Parcel "E." The current zoning divides Parcel "D" and Parcel "E" into two zoning districts,

S-GA and DSC. Rezoning of the subject properties would result in all of Parcel “D” zoned as DSC and all of Parcel “E” zoned as S-GA.

This area is already developed and is served by all City infrastructure. Kellogg Avenue between 5<sup>th</sup> and 6<sup>th</sup> Streets is currently being reconstructed. This reconstruction project includes street improvements that will provide additional on-street parking for use by the public. Sidewalk and curb and gutter improvements will account for the former City parking lot access that will be eliminated by expansion of the Church building.

The Future Land Use Map of the Land Use Policy Plan designates both properties as “Downtown Service Center.” (*See Attachment C: Future Land Use Map*)

It can be concluded that the proposed rezoning is consistent with the adopted goals and policies of the Land Use Policy Plan and the Future Land Use Map of the Land Use Policy Plan. It can also be concluded that the change in land use will not create any additional impacts on infrastructure and City services than would otherwise occur under the existing zoning designation.

At its meeting of June 15, 2011, with a vote of 6-0, the Planning and Zoning Commission recommended approval of rezoning both properties.

#### **ALTERNATIVES:**

1. The City Council can approve the rezoning of property at 516 Kellogg Avenue from Government/Airport (S-GA) to Downtown Service Center (DSC), and approve the rezoning of property at 500 Kellogg Avenue from Downtown Service Center (DSC) to Government/Airport (S-GA).
2. The City Council can deny the rezoning of property at 516 Kellogg Avenue from Government/Airport (S-GA) to Downtown Service Center (DSC), and deny the rezoning of property at 500 Kellogg Avenue from Downtown Service Center (DSC) to Government/Airport (S-GA).
3. The City Council can deny one rezoning and approve the other rezoning.
4. The City Council can defer action on this request and refer it back to City staff and/or the applicant for additional information.

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

These requests for rezoning are consistent with the Land Use Policy Plan and Future Land Use Map, and the change in land use will not create any additional impacts on infrastructure and City services than would otherwise occur under the existing zoning designation. The rezoning will allow for the building expansion of First United Methodist Church and the expansion of the City’s public parking lot. The zoning of the land owned by FUMC and by the City will then follow the recently approved Plat of Survey boundaries for



Parcels “D” and “E.”

Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1, thereby approving the rezoning of property at 516 Kellogg Avenue from Government/Airport (S-GA) to Downtown Service Center (DSC) and the rezoning of property at 500 Kellogg Avenue from Downtown Service Center (DSC) to Government/Airport (S-GA).

LEGAL DESCRIPTIONS FOR THE PROPOSED REZONING  
516 and 500 Kellogg Avenue

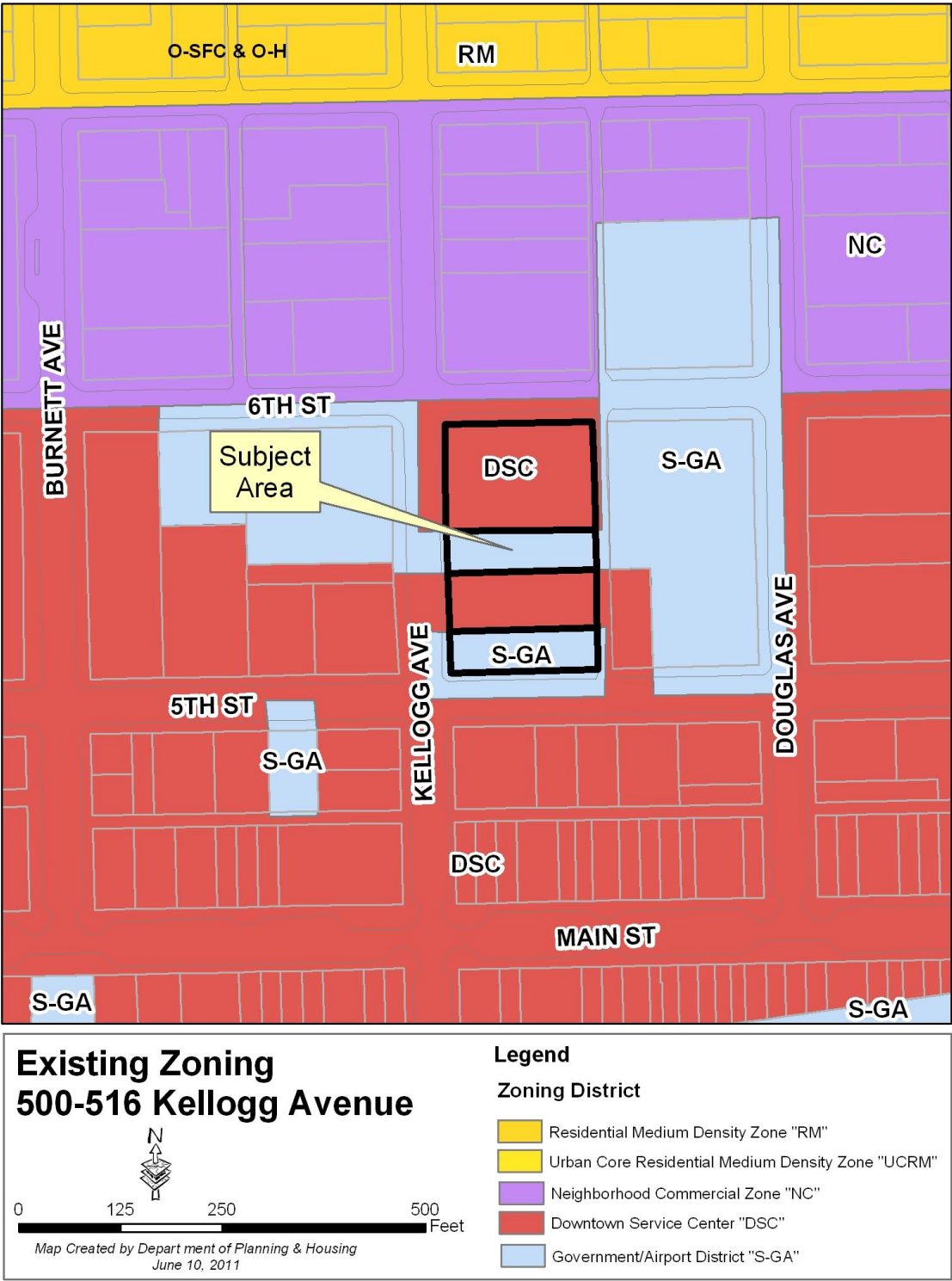
Proposed Rezoning of 516 Kellogg Avenue (First United Methodist Church Property):

- The South Fifty (50) feet of Lot Eight (8), Block Eight (8), Original Town of Ames, in the City of Ames, Story County, Iowa.

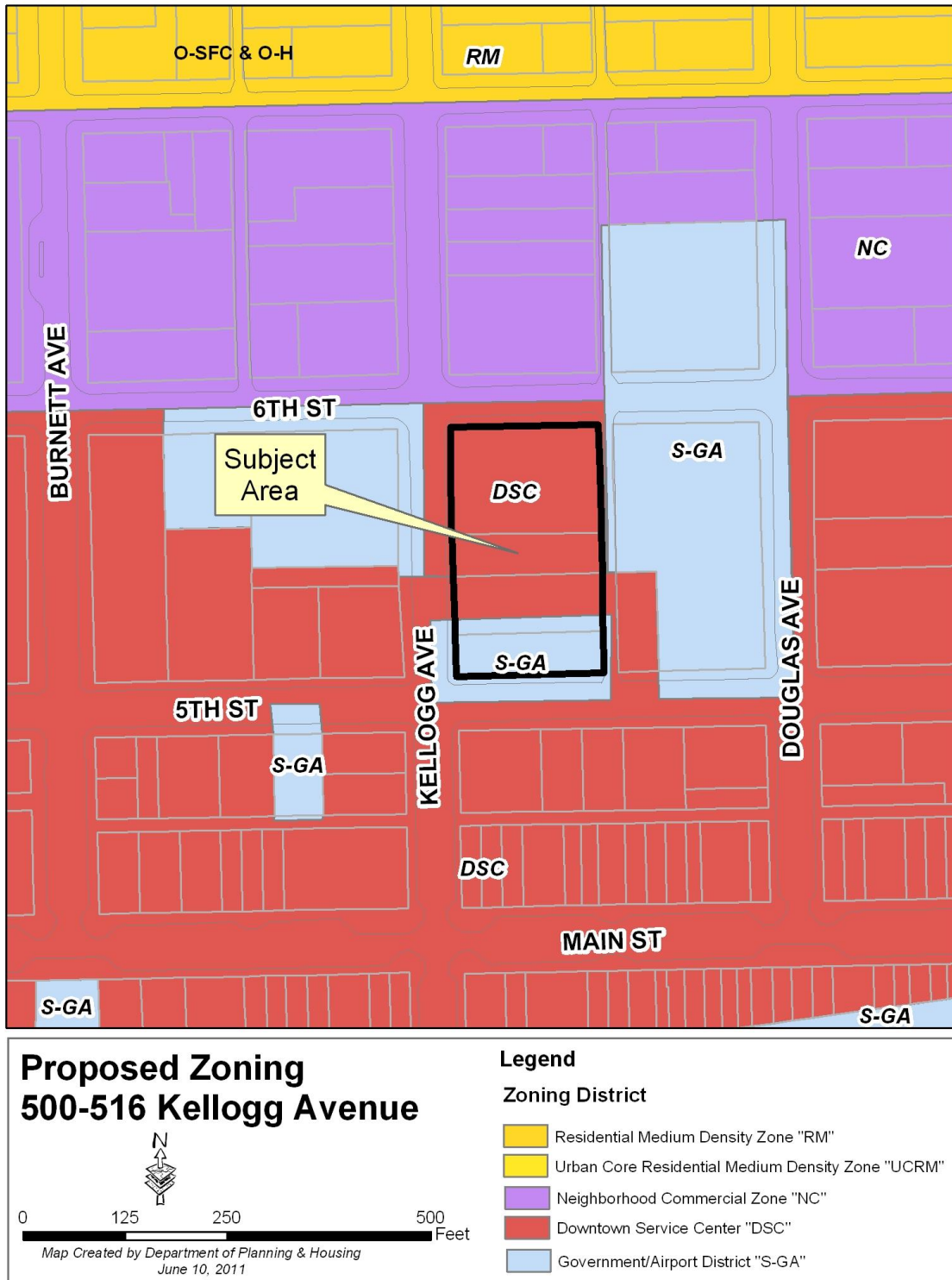
Proposed Rezoning of 500 Kellogg Avenue (City of Ames Property):

- Parcel "E": Lot Six (6) and a part of Lot Seven (7), Block Eight (8), Original Town of Ames, in the City of Ames, Story County, Iowa; as shown on the "Plat of Survey" filed in the office of the Recorder of Story County, Iowa, on May 31, 2011 and recorded as Instrument #11-04939 on slide 406 at Page 7; except that part of Lot 6 in Block 8 in the Original Town of Ames, Iowa, described as follows: Commencing at the Southwest corner of said Lot 6, thence North along the West line thereof a distance of 49.87 feet, thence East to a point on the East line of said Lot 6 which point is 50.04 feet North of the Southeast corner of said Lot 6, thence South along the said East line to the Southeast corner of said Lot 6, thence West to the Southwest corner of said Lot 6.

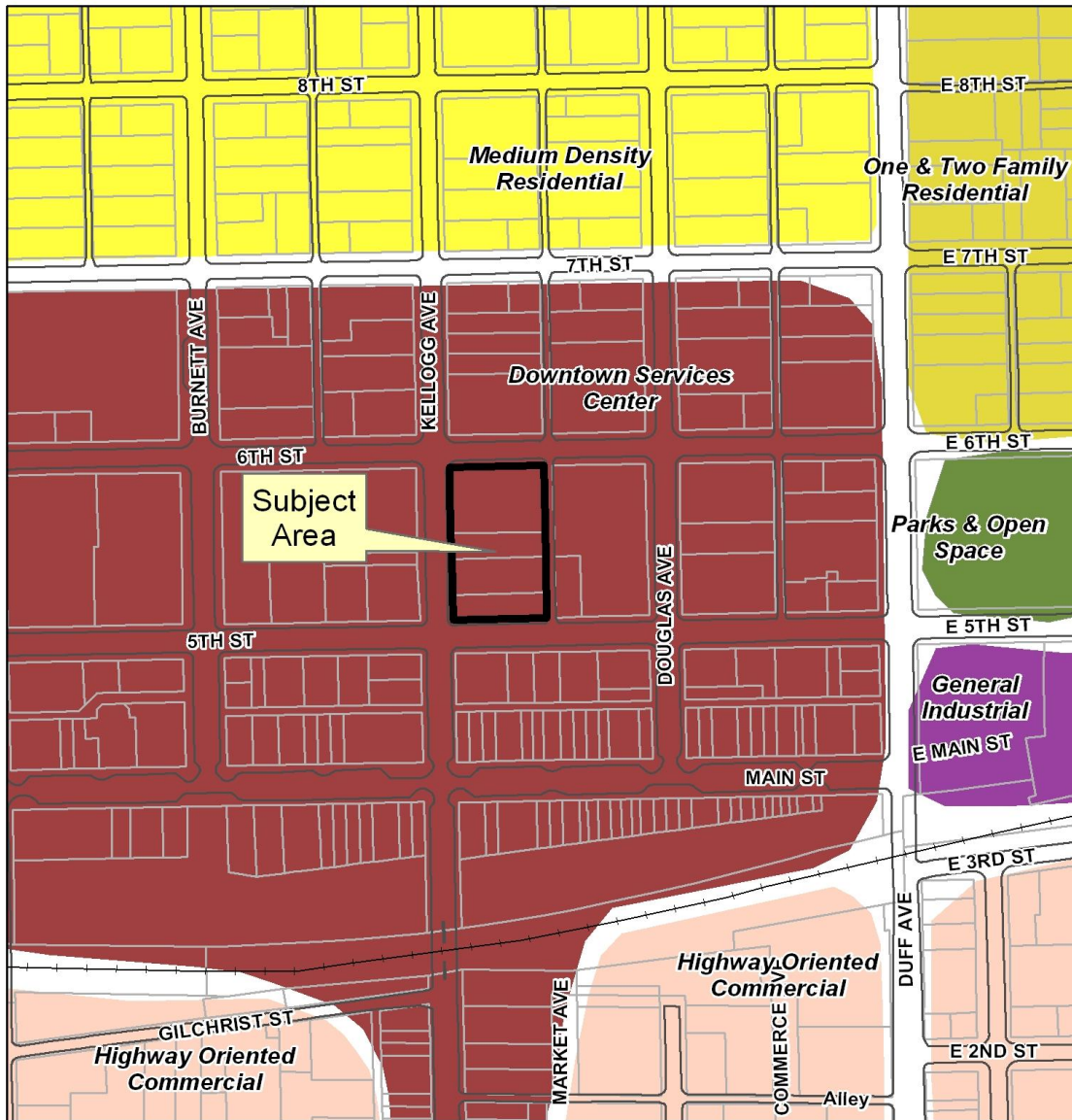
ATTACHMENT A



# ATTACHMENT B



## ATTACHMENT C



### Future Land Use Map Land Use Policy Plan

0 150 300 600 Feet

Map Created by Department of Planning & Housing  
June 10, 2011



### Legend

- One & Two Family Medium-Density Res.
- Medium-Density Residential
- Downtown Services Center
- Highway-Oriented Commercial
- General Industrial
- Parks and Open Space

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF AMES, IOWA, AS PROVIDED FOR IN SECTION 29.301 OF THE *MUNICIPAL CODE* OF THE CITY OF AMES, IOWA, BY CHANGING THE BOUNDARIES OF THE DISTRICTS ESTABLISHED AND SHOWN ON SAID MAP AS PROVIDED IN SECTION 29.1507 OF THE *MUNICIPAL CODE* OF THE CITY OF AMES, IOWA; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH AND ESTABLISHING AN EFFECTIVE DATE**

**BE IT HEREBY ORDAINED** by the City Council of the City of Ames, Iowa;

Section 1: The Official Zoning Map of the City of Ames, Iowa, as provided for in Section 29.301 of the *Municipal Code* of the City of Ames, Iowa, is amended by changing the boundaries of the districts established and shown on said Map in the manner authorized by Section 29.1507 of the *Municipal Code* of the City of Ames, Iowa, as follows: That the real estate, generally located at 516 Kellogg Avenue, is rezoned from Government/Airport (S-GA) to Downtown Service Center (DSC).

**Real Estate Description:** The South Fifty (50) feet of Lot Eight (8), Block Eight (8), Original Town of Ames, in the City of Ames, Story County, Iowa.

Section 2: All other ordinances and parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 3: This ordinance is in full force and effect from and after its adoption and publication as provided by law.

ADOPTED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2011.

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Diane R. Voss, City Clerk

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Ann H. Campbell, Mayor

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF AMES, IOWA, AS PROVIDED FOR IN SECTION 29.301 OF THE *MUNICIPAL CODE* OF THE CITY OF AMES, IOWA, BY CHANGING THE BOUNDARIES OF THE DISTRICTS ESTABLISHED AND SHOWN ON SAID MAP AS PROVIDED IN SECTION 29.1507 OF THE *MUNICIPAL CODE* OF THE CITY OF AMES, IOWA; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH AND ESTABLISHING AN EFFECTIVE DATE**

**BE IT HEREBY ORDAINED** by the City Council of the City of Ames, Iowa;

Section 1: The Official Zoning Map of the City of Ames, Iowa, as provided for in Section 29.301 of the *Municipal Code* of the City of Ames, Iowa, is amended by changing the boundaries of the districts established and shown on said Map in the manner authorized by Section 29.1507 of the *Municipal Code* of the City of Ames, Iowa, as follows: That the real estate, generally located at 500 Kellogg Avenue, is rezoned from Downtown Service Center (DSC) to Government/Airport (S-GA).

---

**Real Estate Description:** Parcel "E": Lot Six (6) and a part of Lot Seven (7), Block Eight (8), Original Town of Ames, in the City of Ames, Story County, Iowa; as shown on the "Plat of Survey" filed in the office of the Recorder of Story County, Iowa, on May 31, 2011 and recorded as Instrument #11-04939 on slide 406 at Page 7; except that part of Lot 6 in Block 8 in the Original Town of Ames, Iowa, described as follows: Commencing at the Southwest corner of said Lot 6, thence North along the West line thereof a distance of 49.87 feet, thence East to a point on the East line of said Lot 6 which point is 50.04 feet North of the Southeast corner of said Lot 6, thence South along the said East line to the Southeast corner of said Lot 6, thence West to the Southwest corner of said Lot 6.

Section 2: All other ordinances and parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 3: This ordinance is in full force and effect from and after its adoption and publication as provided by law.

ADOPTED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2011.

\_\_\_\_\_  
Diane R. Voss, City Clerk

\_\_\_\_\_  
Ann H. Campbell, Mayor



## COUNCIL ACTION FORM

**SUBJECT: REVISIONS TO THE APPROVED PRELIMINARY PLAT AND MASTER PLAN FOR NORTHRIDGE HEIGHTS SUBDIVISION**

**BACKGROUND:**

Property owner, Uthe Development Company, has requested revisions to the Preliminary Plat and Master Plan for Northridge Heights Subdivision approved by the City Council on May 27, 2008. This subdivision is generally located north of Bloomington Road, east of George Washington Carver Avenue, and west of the Union Pacific Railroad right-of-way. (See Attachment A) The proposed revisions would consolidate lots for future residential development.

Proposed changes to the Preliminary Plat are as follows:

- On Sheets 7 and 11, combining Lots 305 through 331, and eliminating the proposed public streets (Cardiff Road extension, and Thetford Drive) to create the single Lot 20. The existing public street called Cardiff will provide access to the lot. (See Attachments B and C)
- On Sheet 3 General Note 6 has been revised **from** "Access to individual lots from Stange Road will not be permitted, except at the locations shown on the Preliminary Plat" **to** "Access to individual lots from Stange Road shall be approved by City of Ames Traffic Engineer." (See Attachment D)

**The land use and zoning of the revised portion of the Preliminary Plat and Master Plan will continue to be medium density residential with 10 apartment buildings planned each containing 12 dwelling units, rather than a combination of apartment buildings and townhomes as previously planned.** The developer has presented for staff review a Major Site Development Plan for this entire apartment project, which will be presented to the Council for site plan review and approval following the platting process.

The Land Use Policy Plan designates the area covered by the Northridge Heights Preliminary Plat and Master Plan for Village/Suburban Residential development. The current zoning of the properties within the Northridge Heights Subdivision is Suburban Residential Low Density (FS-RL), Suburban Residential Medium Density (FS-RM), and Convenience General Service (CGS).

The subdivision is bordered on the north and west by areas outside of the city limits and designated by the Ames Urban Fringe Plan for future residential uses: Urban Residential to the north and Priority Transitional Residential to the west. The areas east and south of Northridge Heights are designated in the Ames Land Use Policy Plan as low density residential and suburban residential. The existing zoning designations follow these land use designations, except for the undeveloped land to the south that is zoned Agricultural. This Agricultural area is also directly south of the large lot that is to be created by this

proposed plat revision. The areas west and north of this new lot are zoned as Suburban Residential Low Density (FS-RL) and are developing with new townhomes adjacent to this lot. East of the lot is Convenience General Service (CGS) zoning, the sites of the new Fareway grocery store and the new McFarland Clinic building.

Attachment E describes laws pertinent to the proposal.

**The proposed revision to the Preliminary Plat and Master Plan creates Lot 20, which is 10.4 acres in size and measures approximately 640 feet by 700 feet. These dimensions exceed the minimums for lot area and frontage and, therefore, comply with Table 29.1202(5)-2 in the Ames Municipal Code.** The proposed revision does not affect the size of any other lots within the Preliminary Plat and Master Plan.

The Ames *Municipal Code* Table 29.1202(6) sets minimum density for suburban residential development. The minimum density for portions of the Northridge Heights Preliminary Plat and Master Plan that are zoned as Suburban Low Density Residential is not changed by the proposed revisions to the Preliminary Plat and Master Plan, since the number of single-family detached and attached lots with this zoning designation is not changed. The minimum density required for proposed Lot 20, which is the only remaining, undeveloped area zoned as Suburban Medium Density Residential, is ten units per net acre. The proposed revision eliminates 20 lots for single-family attached dwellings and replaces them with apartment buildings up to 12 units in size, which is likely to increase the net density. The submitted Major Site Development Plan shows 120 residential apartment units. **After deducting one acre of required common open space, the net density would be 13.2 dwelling units per net acre, which meets the required minimum of 10 dwelling units per acre.**

Table 29.1202(6) also requires common open space and landscape buffers between medium density and low density residential areas. Compliance with these standards will be determined as the Major Site Development Plan is reviewed, which shows the proposed arrangement of buildings and landscaping.

Public improvements available to serve the proposed subdivision include an 8-inch water main in the Cardiff Street right-of-way to the north edge of Lot 20, and an 8-inch sanitary sewer main at the northwest corner of Lot 20. **The Public Works Department has found the proposed plat revision to be consistent with the previously-approved storm water management plan for Northridge Heights.** The City of Ames will provide electric service to Lot 20 via 10-foot public utility easements along the south and north property lines of Lot 20, which are shown on Sheet 7 of the Preliminary Plat.

The public improvements included with the proposed plat will complete several connections in the public sidewalk and shared use path system in this area of Ames. (Attachment F)

- A four-foot wide public sidewalk will be installed connecting the existing public sidewalk on Cardiff and the existing public sidewalk at the southwest corner of Lot 20. With the Final Plat, a six-foot easement will be required for this public walk. The revised Preliminary Plat includes a reference on Sheet 7 to this easement, to

which the width should be added. Slightly west of this point, the existing eight-foot shared use path already crosses Bloomington to connect with the existing eight-foot shared use paths on the west side of Carver and the south side of Bloomington.

- With the proposed plat, a public sidewalk will also be extended within the street right-of-way along the north side of Bloomington Road to the public sidewalk in front of the Fareway grocery.
- An eight-foot shared use path will be constructed within an easement along the north property line, which is shown on Sheet 7 of the Preliminary Plat. (The shared use path along the segment of Stange Road frontage is already completed.)

The subdivision code requires installation of sidewalks prior to final plat approval unless the Council approves deferral. The Council has typically deferred sidewalk installation under the provisions of an agreement that requires sidewalk installation prior to occupancy of each fronting lot. That allows for construction activity to occur between the lot and fronting street without damage to newly installed sidewalks. In this case, the sidewalk along Bloomington Road is along the back of the construction site where construction access may not be necessary. There is access for construction via Cardiff Street, which avoids conflicts between the other sidewalks and shared use paths and construction of apartment buildings in future phases. So it may be possible to install all sidewalks and shared use paths without the typical worries of construction damage. **A key issue for the City Council will be to determine if sidewalk and shared use path installation will be required prior to Final Plat approval, or if it should be deferred under either a financial guarantee or occupancy provision in a Sidewalk Agreement.**

A Zoning Agreement was part of the original approval of Northridge Heights Subdivision, on November 14, 2000. Provisions of the Zoning Agreement that are related to required improvements to Bloomington Road were already completed as part of the platting of the commercial area to the east of Lot 20. **The proposed revisions to the Preliminary Plat and Master Plan do not modify or require modifications to elements of the Zoning Agreement related to other future phases of the Northridge Heights project.**

The Zoning Agreement requires the developer to dedicate four acres of land within Northridge Heights for a public park whenever 375 residential units are constructed. Although that threshold has not yet been reached, it will be reached as the proposed apartment development on Lot 20 is fully built out. **The developer has stated his intention to plat the proposed park land and an extension of Harrison Road to Stange Road, along with several associated lots, this fall. Then the park parcel will be dedicated to the City.**

The proposed plat revisions do not change significantly the number of residential units in the area that will become Lot 20 or the traffic access to this area. **Therefore, the proposed plat revisions will not have traffic impacts different than anticipated at the time the current Preliminary Plat was approved.**

**Based on the above findings of fact, staff concludes that the proposed Preliminary Plat and Master Plan are consistent with the Land Use Policy Plan and the associated Land Use Policy Plan map designation of the site and that *Code of Iowa* Chapter 354, Section 8 has been satisfied.**

**Staff further concludes that the applicable standards of the *Ames Municipal Code*, Section 29.1202, have been satisfied, and that *Ames Municipal Code* Section 23.302(6)(a) has been satisfied if approval of the Preliminary Plat is conditional on required easements being provided with the Final Plat.**

The Planning and Zoning Commission, at its meeting of June 1, 2011, with a vote of 7-0, recommended approval of the revised Preliminary Plat for Northridge Heights Subdivision conditioned on:

- a) Approval of the revised Master Plan for Northridge Heights Subdivision that is being processed concurrently with the Preliminary Plat application.
- b) Revising the note on Lot 20 on Sheet 7 to include width of easement: "There is a six-foot wide public easement on Lot 20 for a public walk connecting Cardiff Road and Bloomington. Location will be determined and any needed legal documents prepared before Final Plat is approved."
- c) This six-foot public sidewalk easement being provided with the Final Plat.
- d) All other Preliminary Plat sheets not referenced herein are unchanged from previously approved Preliminary Plat.

At this same meeting, the Planning and Zoning Commission also voted 7-0 to recommend approval of the revised Master Plan for Northridge Heights Subdivision subject to approval of the revised Preliminary Plat for Northridge Heights Subdivision that is being processed concurrently with the Master Plan application.

**At the Planning and Zoning Commission meeting, several residents of areas in Northridge Heights near the proposed Lot 20 spoke of their concerns about the width of the local streets in relation to the traffic that may be expected from the proposed development and about the difference in appearance between the townhomes that the previous plat included and the apartment buildings that the proposed plat accommodates.**

#### **ALTERNATIVES:**

1. The City Council can approve the revised Preliminary Plat and Master Plan for Northridge Heights Subdivision conditioned on:
  - a) Revising the note on Lot 20 on Sheet 7 of the Preliminary Plat to include width of easement: "There is a six-foot wide public easement on Lot 20 for a public walk connecting Cardiff Road and Bloomington. Location will be determined and any needed legal documents prepared before Final Plat is approved."
  - b) This six-foot public sidewalk easement being provided with the Final Plat.
  - c) All other Preliminary Plat and Master Plan sheets not referenced herein are unchanged from previously approved Preliminary Plat and Master Plan.
  - d) A signed Sidewalk Agreement be presented with the Final Plat that requires all

public sidewalks along the west and south property boundaries be completed before occupancy permits are issued for any dwelling units and that the shared use path be completed before occupancy permits are issued for any dwelling units in the final building.

2. The City Council can approve the revised Preliminary Plat and Master Plan for Northridge Heights Subdivision without any or all conditions listed under Alternative 1.
3. The City Council can deny the revised Preliminary Plat and Master Plan for Northridge Heights Subdivision.
4. The City Council can defer action on this request and refer it back to City staff and/or the applicant for additional information.

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

For all of the reasons stated above, the City staff is in support of the proposed revision to the preliminary plat and master plan. The one issue that remains for the City Council's consideration is the required timing for the installation of the public sidewalks and shared use path. Previously, the City Council had voiced concern about gaps in the sidewalk system that have developed in residential and commercial areas. Therefore, a discussion regarding this topic as it relates to the project might be of interest to the Council.

Public sidewalks in new development areas are usually completed on a lot-by-lot basis as the lot is developed, which is the situation addressed in the City's standard Sidewalk Agreement. Typically, each lot, residential or commercial, has one building. When there is more than one building on a lot, sometimes all of the buildings and public sidewalks are built at one time, such as "The Grove" apartment project on South 16<sup>th</sup> Street.

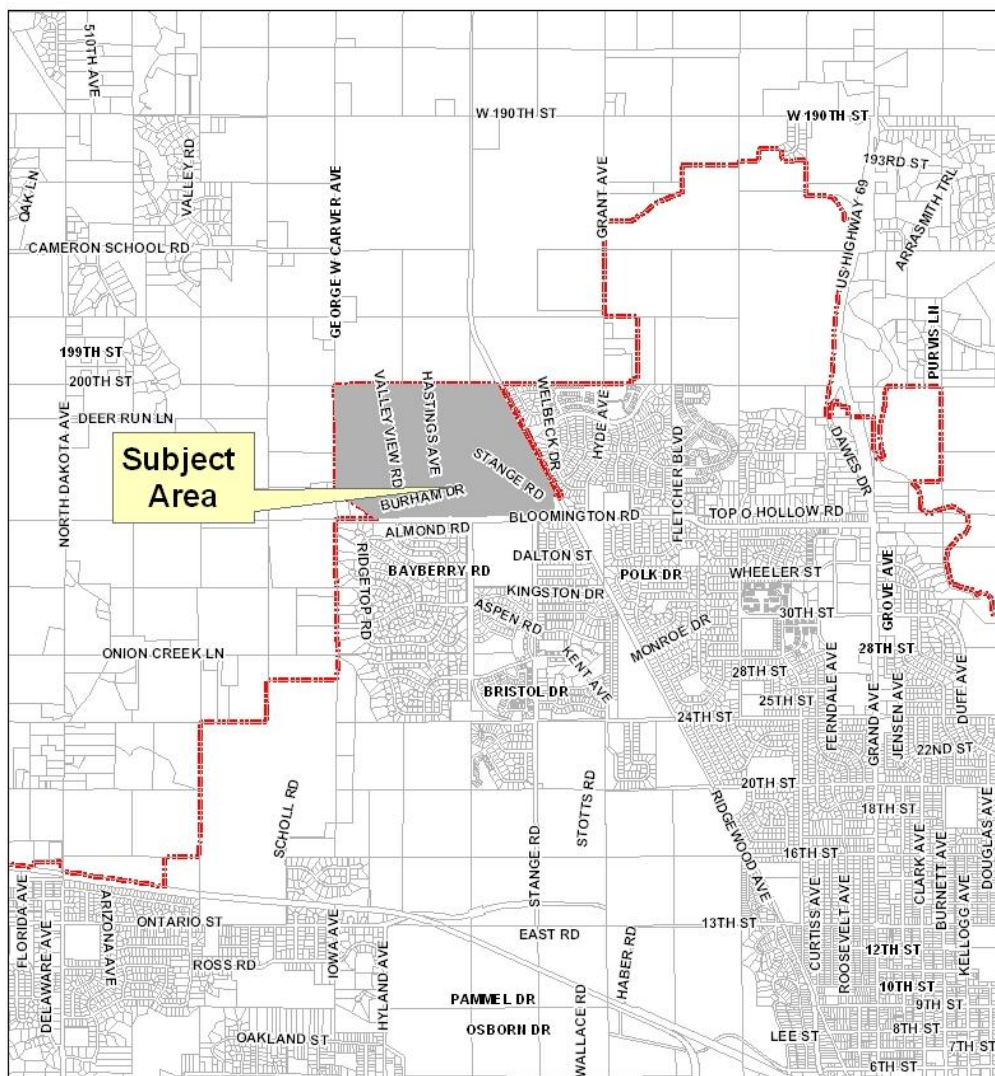
In a project with multiple buildings to be implemented in phases, the Council must determine what type of implementation meets the needs of the community. In the current project, the public sidewalks on the west and south will be important linkages in the Northridge Heights neighborhood. Residents have inquired when the Bloomington Road sidewalk will be completed. **The support for Alternative 1d) will eliminate a gap in the sidewalk system adjacent to the project at the earliest possible time. However, under this alternative, the shared use path will not be required to be installed until the occupancy permit is issued for the final building. The Council will have to decide if this timing for installation is acceptable.**

Therefore, it is the recommendation of the City Manager that the City Council act in accordance with Alternative No. 1, which is to approve the revised Preliminary Plat and Master Plan for Northridge Heights Subdivision, conditioned on:

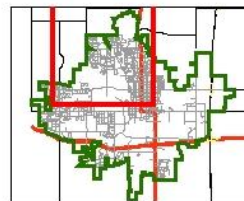
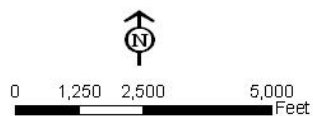
- a) Revising the note on Lot 20 on Sheet 7 of the Preliminary Plat to include width of easement: "There is a six-foot wide public easement on Lot 20 for a public walk connecting Cardiff Road and Bloomington. Location will be determined and any needed legal documents prepared before Final Plat is approved."
- b) This six-foot public sidewalk easement being provided with the Final Plat; and

- c) All other Preliminary Plat and Master Plan sheets not referenced herein are unchanged from previously approved Preliminary Plat and Master Plan.
- d) A signed Sidewalk Agreement be presented with the Final Plat that requires all public sidewalks along the west and south property boundaries be completed before occupancy permits are issued for any dwelling units and that the shared use path be completed before occupancy permits are issued for any dwelling units in the final building.

## ATTACHMENT A



## Location Map Northridge Heights



Proposed Preliminary Plat



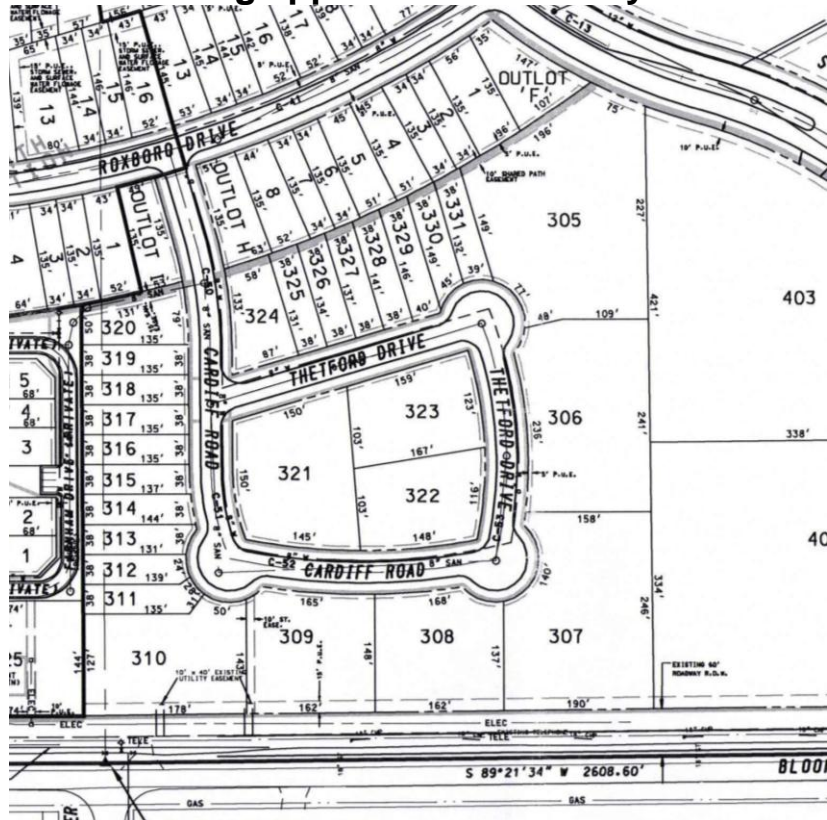
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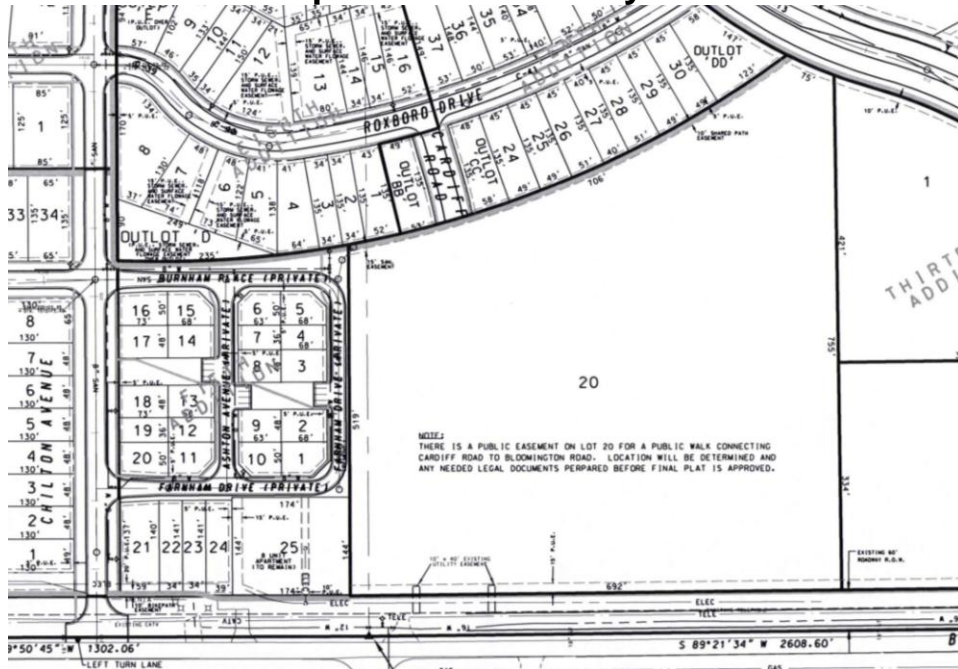


## ATTACHMENT C

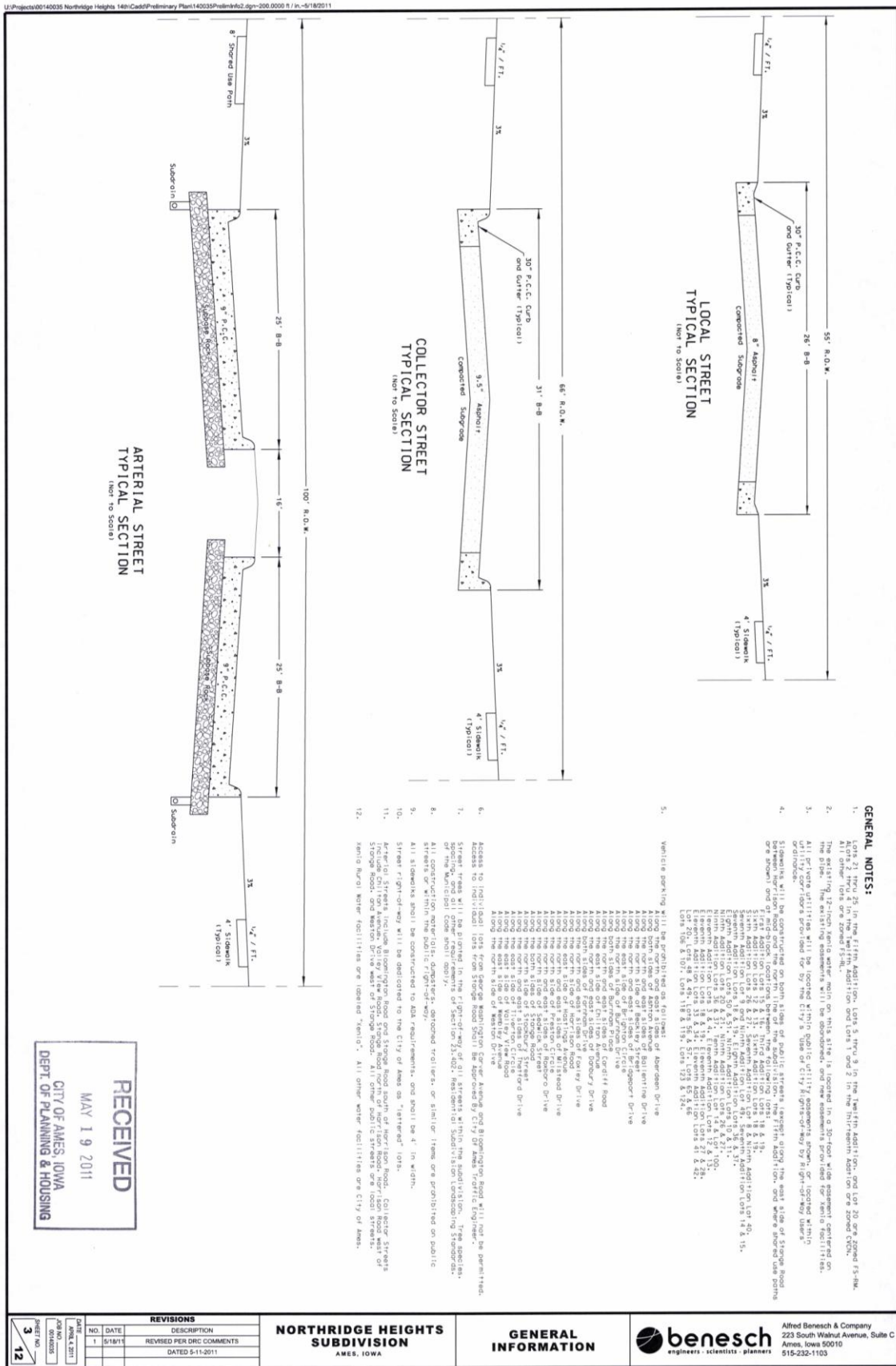
### Existing approved Preliminary Plat



### Proposed Preliminary Plat



**ATTACHMENT D**  
**Revised Sheet 3**



## ATTACHMENT E

### Applicable Law

The laws applicable to this case file include, but are not limited to, the following: (verbatim language is shown in *italics*, other references are paraphrased):

*Code of Iowa* Chapter 354, Section 8 requires that the governing body shall determine whether the subdivision conforms to its Land Use Policy Plan.

Ames *Municipal Code* Chapter 23, Subdivisions, Division I, outlines the general provisions for subdivisions within the City limits and within two miles of the City limits of Ames.

Ames *Municipal Code* Section 23.302(3):

(3) *Planning and Zoning Commission Review:*

- (a) *The Planning and Zoning Commission shall examine the Preliminary Plat, any comments, recommendations or reports assembled or made by the Department of Planning and Housing, and such other information as it deems necessary or desirable to consider.*
- (b) *Based upon such examination, the Planning and Zoning Commission shall ascertain whether the Preliminary Plat conforms to relevant and applicable design and improvement standards in these Regulations, to other City ordinances and standards, to the City's Land Use Policy Plan, and to the City's other duly adopted Plans.*

Ames *Municipal Code* Section 23.302(4):

- (4) *Planning and Zoning Commission Recommendation: Following such examination and within 30 days of the regular meeting of the Planning and Zoning Commission at which a complete Application is first formally received for consideration, the Planning and Zoning Commission shall forward a report including its recommendation to the City Council. The Planning and Zoning Commission shall set forth its reasons for any recommendation to disapprove or to modify any Preliminary Plat in its report to the City Council and shall provide a written copy of such reasons to the developer.*

Ames *Municipal Code* Section 23.302(5):

- (5) *City Council Review of Preliminary Plat: All proposed subdivision plats shall be submitted to the City Council for review and approval in accordance with these Regulations. The City Council shall examine the Preliminary Plat, any comments, recommendations or reports examined or made by the Planning and Zoning Commission, and such other information as it deems necessary and reasonable to consider.*

Ames *Municipal Code* Section 23.302(6):

(6) *City Council Action on Preliminary Plat:*

- (a) *Based upon such examination, the City Council shall determine whether the Preliminary Plat conforms to relevant and applicable design and improvement standards in these Regulations, to other City ordinances and standards, to the City's Land Use Policy Plan and to the City's other duly adopted plans. In particular, the City Council shall determine whether the subdivision conforms to minimum levels of service standards set forth in the Land Use Policy Plan for public infrastructure and shall give due consideration to the possible burden of the proposed subdivision on public improvements in determining whether to require the installation of additional public improvements as a condition for approval.*
- (b) *Following such examination and within 30 days of the referral of the Preliminary Plat and report of recommendations to the City Council by the Planning and Zoning Commission, the City Council shall approve, approve subject to conditions, or disapprove the Preliminary Plat. The City Council shall set forth its reasons for disapproving any Preliminary Plat or for conditioning its approval of any Preliminary Plat in its official records and shall provide a written copy of such reasons to the developer.*

Ames *Municipal Code* Chapter 23, Subdivisions, Division III, provides the procedures for the subdivision of property; specifically Section 23.302 discusses Major Subdivisions.

Ames *Municipal Code* Chapter 23, Subdivisions, Division IV, identifies design and improvement standards for subdivisions.

Ames *Municipal Code* Section 23.403(14) & (15) requires installation of sidewalks and walkways and bikeways in subdivisions.

Ames *Municipal Code* Chapter 29, Zoning, Section 29.1202, includes standards for the Suburban Residential zone.

Ames *Municipal Code* Chapter 29, Zoning, Table 29.1202(5)-2 includes Residential Medium Density (FS-RM) Supplemental Development Standards.

Ames *Municipal Code* Chapter 29, Zoning, Table 29.1202(6) includes Suburban Residential Floating Zone Suburban Regulations.

Ames *Municipal Code*, Chapter 29, Section 29.1502(5), provides submittal requirements and procedures for processing a "Master Plan."

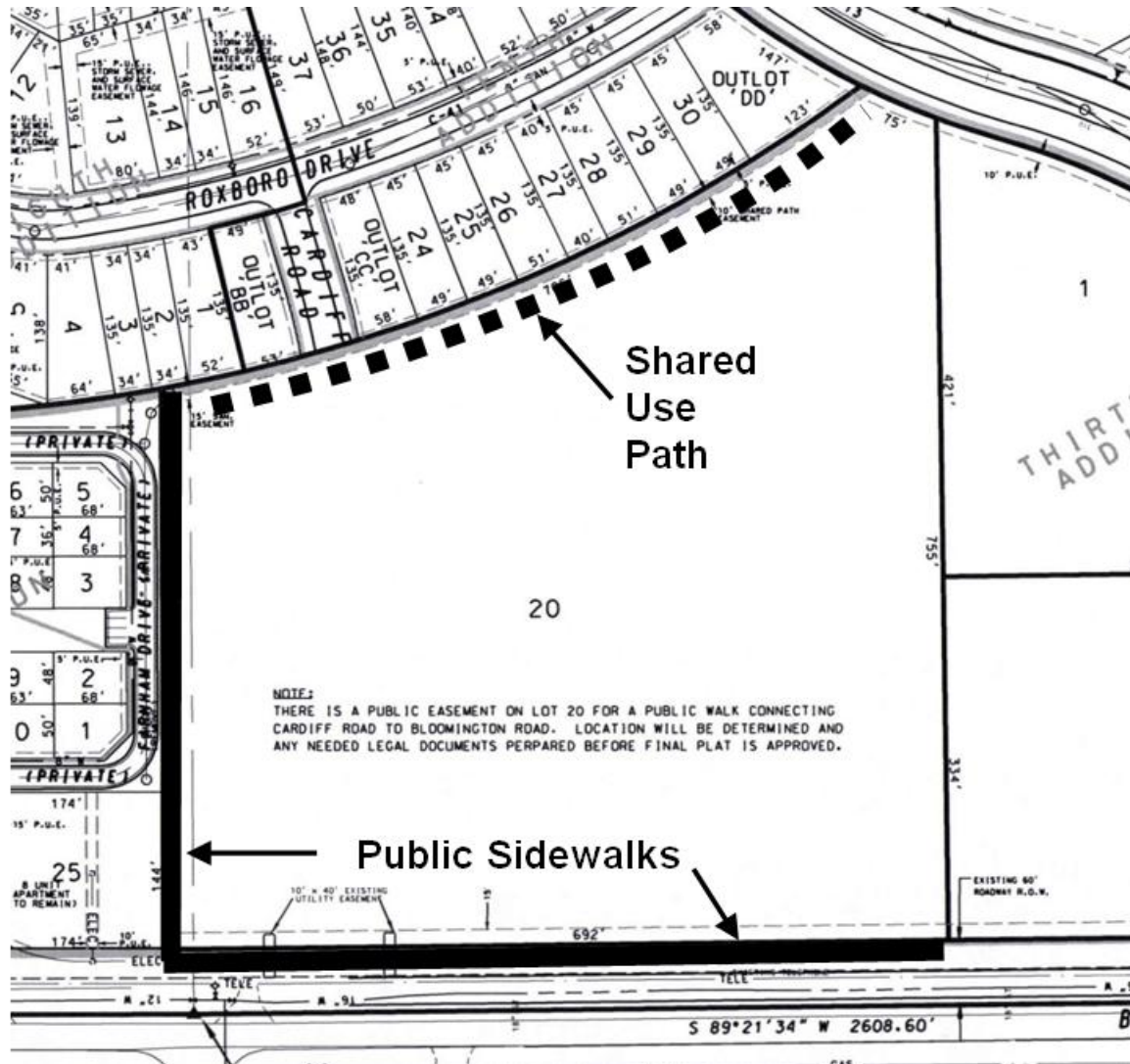
Ames *Municipal Code* Section 23.107 reads as follows:

*In addition to the requirements of the Regulations, all plats of land must comply with all other applicable City, county, state and federal statutes or regulations. All references in the Regulations to other City, county, state or federal statutes or regulations are for informational purposes only, and do not constitute a complete list of such statutes or regulations. The Regulations are expressly designed to supplement and be compatible with, without limitation, the following City plans, regulations or ordinances:*

- (1) Land Use Policy Plan*
- (2) Zoning Ordinance*
- (3) Historic Preservation Ordinance*
- (4) Flood Plain Ordinance*
- (5) Building, Sign and House Moving Code*
- (6) Rental Housing Code*
- (7) Transportation Plan*
- (8) Parks Master Plan*
- (9) Bicycle Route Master Plan*

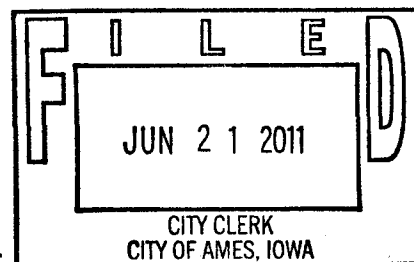
*Plats may be disapproved on the basis of the above, and other City Council approved plans and policies that may be adopted from time to time.*

**Attachment F**  
**Public Sidewalks and Shared Use Paths**






Diane-  
6-20-2011



Can you submit this as written testimony on this council agenda:

My property is adjacent to this development. My property address is 3620 Farnham. I would like to ask the developers and the city council to make sure sidewalks are properly installed per city code running east and west on Bloomington. I would also like to ask that the sidewalks are put in initially as the development starts and not partial. This would be to create a safe walkway for pedestrians and eliminate possible hazards in crossing Bloomington. Also it would be a great convenience for residents to walk on a sidewalk to Fareway grocery store.

Thank you  
Mark Kassis



Terry Lowman  
3425 Valley View Rd.  
Ames, Iowa 50014  
515-441-9944

## **STAFF REPORT TO THE AMES CITY COUNCIL**

### **Environmental Impacts of Construction of Proposed Disinfection System at WPC Plant June 2011**

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A public hearing is on the June 28, 2011 agenda to discuss the results of the environmental review performed by the Iowa Department of Natural Resources (IDNR). An environmental information document has been prepared by the IDNR evaluating the impact of constructing a new disinfection system for the Ames Water Pollution Control Plant. The evaluation concluded that the project will have no significant environmental impacts.

A public hearing on the environmental impacts of the project construction is one of the first steps in meeting requirements of the State Revolving Fund (SRF) loan program. The City of Ames intends to obtain an SRF loan to finance the construction of the disinfection system. A separate hearing will be held before the City enters into any financial agreements with the SRF loan program.

The Ames Water Pollution Control Plant (WPCP) is required to have a National Pollutant Discharge Elimination System (NPDES) permit to discharge into the South Skunk River. The receiving stream (South Skunk River) for the plant effluent was reclassified as an A1 full-body contact recreational river in 2007. The A1 full-body contact recreation designation sets seasonal (March 15-November 15) in-stream water quality standards for *E. coli*, a bacteria used as an indicator of human waste contamination. New *E. coli* limits are given in the city's NPDES permit issued in September 1, 2010. Disinfection of the WPC Plant effluent is now a requirement.

On November 17, 2009, staff presented Council with the results of a study where several methods of disinfection were evaluated. The recommended method of disinfection was ultraviolet (UV) disinfection.\*

The contract for professional services to design the UV system was presented and subsequently approved on March 22, 2011.

\*The study was conducted pro-actively, before disinfection was a requirement of the WPC Plant NPDES permit.



**Why You Should Read This:** The document below reviews the environmental impact likely from a project. This project is planned to be federally funded through your tax dollars; therefore, you are entitled to take part in its review. If you have concerns about the environmental impact of this project, raise them now. We encourage public input in this decision making process.



## **IOWA STATE REVOLVING FUND**

### **ENVIRONMENTAL INFORMATION DOCUMENT**

#### ***PROJECT IDENTIFICATION***

**Applicant:** City of Ames

**SRF No.:** CS1920526 01

**County:** Story

**Project No.:** S2010-0041

**State:** Iowa

#### ***COMMUNITY DESCRIPTION***

**Location:** The City of Ames is located in Story County approximately 35 miles north of Des Moines, Iowa.

**Population:** The population of Ames was estimated at 54,745 for 2009. Projected design population is for the year 2030, or 65,000.

**Current Waste Collection & Treatment:** Wastewater generated within the City of Ames service area is collected by approximately 200 miles of sewer collection pipes and 5 sanitary lift and pump stations. Wastewater is conveyed to the existing Water Pollution Control Facility (WPCF). The WPCF is a mechanical wastewater treatment facility that consists of a series of clarifiers, trickling filters, solids contact basin, sludge lagoon, equalization basins, and a cascade aerator to re-aerate wastewater prior to being discharged into the receiving stream.

#### ***PROJECT DESCRIPTION***

**Purpose:** The purpose of this project is to make improvements to the wastewater treatment facilities to safely and reliably operate the City of Ames's wastewater system for the next 20 years.

**Proposed Improvements:** The project involves the construction of a new UV disinfection system at the existing WPCP site. A new building will be constructed to house the UV disinfection system and electrical equipment. In addition, an uncovered, concrete by-pass channel will be constructed adjacent to the proposed building.

**Receiving Stream:** The treated wastewater from the proposed facility will discharge to the South Skunk River. The South Skunk River has a recreational stream designation of Class A1, in which recreational or other uses may result in prolonged and direct contact with the water, involving considerable risks of ingesting water in quantities sufficient to pose a health hazard. The South Skunk River has an aquatic stream designation of Class B(WW2), in which the physical characteristics of the water body are capable of supporting a resident aquatic community that includes a variety of native nongame fish and invertebrate species.

### ***ALTERNATIVES CONSIDERED***

**Alternatives Considered:** Alternative disinfection technologies that were evaluated included sodium hypochlorite, chlorine gas, chlorine dioxide, peracetic acid, ozone, and wetlands.

**Reasons for Selection of Proposed Alternative:** The No-Action alternative is not viable due to more stringent water quality standards in the current NPDES permit. The construction of a UV disinfection system was deemed the most cost effective option.

The project site was selected for the availability of land (it is already City-owned) as well as minimization of the impacts to the environment.

### ***MEASURES TAKEN TO ASSESS IMPACT***

**Coordination and Documentation with Other Agencies and Special Interest Groups:** The following Federal, state and local agencies were asked to comment on the proposed project to better assess the potential impact to the environment:

- U.S. Army Corps of Engineers
- U.S. Fish and Wildlife Service
- State Historical Society of Iowa (State Historical Preservation Office)
- Iowa DNR Conservation and Recreation Division
- Iowa DNR Water Resources Section
- Citizen Band Potawatomi Indian Tribe
- Delaware Tribe of Indians
- Flandreau Santee Sioux
- Ho-Chunk Nation
- Iowa Tribe of Kansas and Nebraska
- Iowa Tribe of Oklahoma
- Kickapoo Tribe in Kansas
- Kickapoo Tribe of Oklahoma
- Lower Sioux Indian Community Council

Miami Tribe of Oklahoma  
Omaha Tribal Council  
Osage Tribal Council  
Otoe-Missouria Tribe  
Pawnee Nation of Oklahoma  
Peoria Tribe of Indians of Oklahoma  
Ponca Tribe of Indians of Oklahoma  
Ponca Tribe of Nebraska  
Prairie Band Potawatomi Nation  
Prairie Island Indian Community  
Sac & Fox Nation of Mississippi in Iowa  
Sac & Fox Nation of Missouri  
Sac & Fox Nation of Oklahoma  
Santee Sioux Nation  
Shakopee Mdewakanton Sioux Community  
Sisseton-Wahpeton Oyate  
Spirit Lake Tribal Council  
Three Affiliated Tribes Mandan, Hidatsa & Arikara Nations  
Upper Sioux Tribe  
Winnebago Tribal Council  
Yankton Sioux Tribal Business and Claims Committee  
Ames Historic Preservation Commission

To date, no adverse comments have been received from any agencies or general public. Conditions placed on the applicant by the above agencies in order to assure no significant impact are included in the Summary of Reasons for Concluding No Significant Impact section.

### ***ENVIRONMENTAL IMPACT SUMMARY***

**Construction:** Traffic patterns within the community may be disrupted and above normal noise levels in the vicinity of the construction equipment can be anticipated during construction and should be a temporary problem. Adverse environmental impacts on noise quality will be handled by limited hours of contractor work time during the day.

Other adverse environmental effects from construction activities will be minimized by proper construction practices, inspection, prompt cleanup, and other appropriate measures. Areas temporarily disturbed by the construction will be restored. Solid wastes resulting from the construction project will be regularly cleared away with substantial efforts made to minimize inconvenience to area residents. Care will be taken to maintain dirt to avoid erosion and runoff. Therefore, no significant impact to surface water quality, fish, shellfish, wildlife, or their natural habitats is expected.

Temporary air quality degradation may occur due to dust and fumes from construction equipment. The applicant shall take reasonable precautions to prevent the discharge of visible emissions of fugitive dusts beyond the lot line of the property during the proposed project (IAW Iowa Administrative Code 567-23.3(2)“c”).

**Historical/Archaeological:** The State Historical Preservation Office (SHPO), the Certified Local Government and various Native American tribes with an interest in the area were provided information regarding the project. The DNR has determined, and the SHPO has agreed (R&C# 110585129), that this undertaking will result in “no historic properties effected” based on the scope of the project, the prior use of the project area, and the findings of the Phase I Archeological Survey conducted on the project property. However, if project activities uncover any item(s) that might be of archaeological, historical, or architectural interest, or if important new archaeological, historical, or architectural data should be encountered in the project APE, the applicant should make reasonable efforts to avoid further impacts to the property until an assessment can be made by an individual meeting the Secretary of the Interior’s professional qualifications standards (36 CFR Part 61).

**Environmental:** According to the Iowa DNR Conservation and Recreation Division, the proposed project will not interfere with any State-owned parks, recreational areas or open spaces. The U.S. Army Corps of Engineers concurs that the project will not impact wetlands. The project will not impact any wild and scenic rivers as none exist within the State of Iowa. The U.S. Fish & Wildlife Service agrees that the project will not impact threatened or endangered species or their habitats provided that tree clearing take place outside of the summer breeding season (April 15-July 15). In addition, the Iowa DNR Conservation and Recreation Division recommends that construction activity avoid the destruction of Canada geese habitat during the species’ nesting period (March 1-May 31). However, if any State- or Federally-listed threatened or endangered species or communities are found during the planning or construction phases, additional studies and/or mitigation may be required. According to the Iowa DNR Water Resources Section, this project is within the 100-year floodplain and is required to obtain flood plain permits from the DNR and local flood plain authority. Overall, no adverse impacts are expected to result from this project, such as those to surface water quantity, or groundwater quality or quantity.

**Land Use and Trends:** The project will not displace population nor will it alter the character of existing residential areas. The proposed project is located in Story County in an area zoned as agricultural. No significant farmlands will be impacted. This project should not impact population trends as the presence or absence of existing wastewater infrastructure is unlikely to induce significant alterations in the population growth or distribution given the myriad of factors that influence development in this region. Similarly, this project is unlikely to induce significant alterations in the pattern and type of land use.

**Irreversible and Irretrievable Commitment of Resources:** Fuels, materials, and various forms of energy will be utilized during construction.

***POSITIVE ENVIRONMENTAL EFFECTS TO BE REALIZED FROM THE PROPOSED PROJECT***

Positive environmental effects will be improved water quality in the South Skunk River. The new UV disinfection system will bring the City of Ames into compliance with department requirements and existing water quality standards.

***SUMMARY OF REASONS FOR CONCLUDING NO SIGNIFICANT IMPACT***

- The project will not significantly affect the pattern and type of land use (industrial, commercial, agricultural, recreational, residential) or growth and distribution of population.
- The project will not conflict with local, regional or State land use plans or policies.
- The project will not impact wetlands.
- This project will not impact threatened or endangered species or their habitats provided that tree clearing take place outside of the summer breeding season (April 15-July 15). In addition, construction activity must avoid the destruction of Canada geese habitat during the species' nesting period (March 1-May 31). If any State- or Federally-listed threatened or endangered species or communities are found during the planning or construction phases, additional studies and/or mitigation may be required.
- The project will not displace population, alter the character of existing residential areas, or convert significant farmlands to non-agricultural purposes.
- The project is within the 100-year flood plain and requires a DNR Flood Plain permit as well as a local flood plain permit.
- The project will not have effect on parklands, preserves, other public lands, or areas of recognized scenic or recreational value.
- No Historic Properties will be adversely affected by the proposed project. However, if project activities uncover any item(s) that might be of archaeological, historical, or architectural interest, or if important new archaeological, historical, or architectural data should be encountered in the project APE, the applicant should make reasonable efforts to avoid further impacts to the property until an assessment can be made by an individual meeting the Secretary of the Interior's professional qualifications standards (36 CFR Part 61).
- The project will not have a significant adverse effect upon local ambient air quality provided the applicant takes reasonable precautions to prevent the discharge of visible emissions of fugitive dusts beyond the lot line of the property during the proposed project (IAW Iowa Administrative Code 567-23.3(2)“c”).

- The project will not have a significant adverse effect upon local ambient noise levels, surface water & groundwater quality or quantity, water supply, or to wildlife or aquatic species or their habitats.

The project description, scope, and anticipated environmental impacts detailed above are accurate and complete to the best to my knowledge.

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Signature of the Mayor, City of Ames

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Date

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Printed Name of the Mayor, City of Ames

**COUNCIL ACTION FORM**

**SUBJECT: 2011/12 WATER SYSTEM IMPROVEMENTS (WATER MAIN REPLACEMENT)**

**BACKGROUND:**

The annual Water System Improvements program provides for replacing water mains in areas that are experiencing rusty water problems. It also provides for installing larger distribution mains in areas that have a high concentration of 4-inch supply lines, transferring water services from 4-inch water mains in streets where larger water mains exist, and abandoning 4-inch water mains. Eliminating duplicate water mains, where possible, improves water flow and helps reduce rusty water. Installing larger distribution lines in areas that have a high concentration of 4-inch supply lines and less than desirable fire-fighting capacity (predominately in the older areas of the community) provides larger supply quantities in relation to the current and proposed land uses, in accordance with the Land Use Policy Plan.

This specific project includes installing an 8-inch water main along Hughes Avenue (Ash Avenue to Graeber Street) and along Graeber Street (Ash Avenue to Country Club Boulevard) to replace a 4-inch water main in anticipation of the roadway replacement of Ash Avenue planned for the 2012 construction season. This project will also include transferring the private water services to the new 8-inch water main and abandonment of the 4-inch water main.

On Wednesday, June 22, 2011, bids were received as follows:

Engineer's Estimate	\$173,000.00
Ames Trenching & Excavating, Inc.	\$155,533.00
Synergy Contracting LLC	\$161,641.50

Engineering and construction administration costs are estimated at \$26,000, bringing the total estimated cost for this project to \$181,533. In addition, \$417,062.60 was approved by Council on April 12, 2011 for water service transfer projects, bringing the total obligation for the 2011/2012 Water System Improvements to \$598,595.60. The 2011/12 budget includes \$900,000 from the Water Utility Fund for these system improvements.

**ALTERNATIVES:**

- 1a. Accept the report of bids for the 2011/12 Water System Improvements (Water Main Replacement).

- b. Approve the final plans and specifications for the report of bids for the 2011/12 Water System Improvements (Water Main Replacement).
  - c. Award the 2011/12 Water System Improvements (Water Main Replacement) to Ames Trenching & Excavating, Inc. of Ames, Iowa, in the amount of \$155,533.
2. Reject bids and do not proceed with this project.

**MANAGER'S RECOMMENDED ACTION:**

This project is part of an ongoing, community-wide effort to continually upgrade our water distribution system, thus providing a higher quality of service to residents throughout the City.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving property acquisition, accepting the report of bids, approving the final plans and specifications, and awarding the 2011/12 Water System Improvements (Water Main Replacement) to Ames Trenching & Excavating, Inc. of Ames, Iowa, in the amount of \$155,533.



**COUNCIL ACTION FORM**

**SUBJECT: EMERGENCY RELIEF PROJECTS (S. DAYTON AVENUE, 6<sup>TH</sup> STREET BRIDGE, AND LINCOLN WAY BRIDGE AT SQUAW CREEK)**

**BACKGROUND:**

During the floods of 2010, damage was experienced in several locations throughout the City. **Grant-funded repair to any damage that occurs in the right-of-way of a federally classified street must be administered through the Federal Highway Administration (FHWA) and the Iowa Department of Transportation (Iowa DOT).** The following three project areas meet these criteria. The work involved in this project include: restoration of embankment washout along S. Dayton Avenue, repair of rip-rap and removal of debris at the 6<sup>th</sup> Street bridge at Squaw Creek, and repair of rip-rap and flood debris removal at the Lincoln Way bridge at Squaw Creek.

Because project funding includes federal funds, the contract was required to be let by the Iowa Department of Transportation (Iowa DOT). On Tuesday, June 21, 2011, bids were received and read by the Iowa DOT as follows:

<u>Bidder</u>	<u>Amount</u>
Engineer's Estimate	\$ 76,000.00
Sheets Excavating, Ltd.	\$ 43,030.00
Con-Struct, Inc.	\$ 49,260.00
Petersen Contractor's, Inc.	\$ 80,005.00
K & L Landscape & Construction, Inc.	\$ 84,700.00
Elder Corporation	\$118,745.00

Engineering and construction administration costs are estimated at \$15,000, bringing a total estimated cost to \$58,030. These projects are eligible for reimbursement of 80 percent of construction and construction administration. The design engineering costs and 20 percent matching funds have been included in the FY 2010/11 final amended street maintenance operating budget.

**ALTERNATIVES:**

- 1a. Accept the report of bids for the Emergency Relief Projects (S. Dayton Avenue, 6<sup>th</sup> Street Bridge, and Lincoln Way Bridge at Squaw Creek).
- b. Approve the final plans and specifications for the Emergency Relief Projects (S. Dayton Avenue, 6<sup>th</sup> Street Bridge, and Lincoln Way Bridge at Squaw Creek).
- c. Award the Emergency Relief Projects (S. Dayton Avenue, 6<sup>th</sup> Street Bridge, and Lincoln Way Bridge at Squaw Creek) to Sheets Excavating, Ltd. of Montezuma,

Iowa, in the amount of \$43,030, contingent upon receipt of Iowa DOT concurrence.

2. Reject bids and do not proceed with this project.

**MANAGER'S RECOMMENDED ACTION:**

By accepting the report of bids, approving the final plans and specifications, and awarding the project, it will be possible to repair this flood damage during the current construction season. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby accepting the report of bids, approving the final plans and specifications, and awarding the Emergency Relief Projects (S. Dayton Avenue, 6<sup>th</sup> Street Bridge, and Lincoln Way Bridge at Squaw Creek) to Sheets Excavating, Ltd. of Montezuma, Iowa, in the amount of \$43,030, contingent upon receipt of Iowa DOT concurrence.

## Staff Report

**CAMPUSTOWN REDEVELOPMENT PROJECT UPDATE**

June 24, 2011

**BACKGROUND**

In response to the City Council's goal to rejuvenate Campustown, a national search was conducted to identify a developer who would partner with the City and University to redevelop this commercial area so that it will become a draw to all segments of our community. After reviewing the responses from our Request For Proposals (RFP), Lane4 from Kansas City, Missouri was selected as the Master Developer. This designation was made on May 25, 2010 for a period of six months. Then on November 23, 2010, this agreement was extended for an additional six months.

It was anticipated that the next step would involve the completion of a Memorandum of Understanding which would document on a conceptual level the commitments to be made by all parties. With these conceptual commitments in place, Lane4 would then proceed to complete the necessary architectural and engineering plans that would facilitate the finalization of a Developer Agreement.

**While a significant amount of time and effort have been devoted to this project, we have reached a point where Master Developer status will again need to be extended by the City Council if you hope to continue the partnership with Lane4.** Prior to making this determination, the City Council will benefit from the following update regarding the proposed project.

**THE PROJECT**

The project, as currently envisioned by the Developer, consists of two phases; one on the east side of Welch and the other west of Welch.

**The phase on the east side of Welch along Lincoln Way includes:**

- Project cost of \$19,402,176 (which includes \$10,976,765 of construction costs)
- City incentive of \$1,700,000 towards the overall project cost (requires 20 year TIF and assumes the taxable valuation of the new commercial properties remains at 100% and not reduced by the State Legislature as currently being contemplated)
- Square footage totaling 60,235 (15,235 sq. ft. for drug store on first floor and 45,000 sq. ft. for offices on second to fourth floors)
- The Developer is working to secure an extension to a purchase option for all land needed to complete this phase

- Assumes the University is willing to enter into a long-term office lease starting at \$16 per sq. ft. However, Lane 4 maintains that even with this lease rate, there remains a \$3,100,000 shortfall to make this a viable project.

**The phase on the west side of Welch along Lincoln Way includes:**

- Project cost of \$17,393,497 (which includes \$7,418,000 of construction costs)
- City Incentive of \$3,100,000 towards the overall project cost (requires 20 year TIF and assumes the taxable valuation of the new commercial properties remains at 100% and not reduced by the State Legislature as currently being contemplated)
- Square footage totaling 62,000 (14,000 sq. ft. for retail space on first floor and 48,000 sq. ft. for hotel on second to fourth floors)
- According to the Developer, property owners have been offered 110% of assessed valuation. To date, no purchase options have been secured for any properties in this phase.
- Because of the lack of control over the land, the Developer has indicated it is not possible at this time to guarantee that the second phase will be built. This position is in conflict with the University's original requirement that a commitment must be made by the Developer to construct both phases before a long-term office lease will be signed by ISU.
- The University has not yet determined if they will commit to cease operation of the Memorial Union Hotel. This was a condition required by the Developer in order for them to proceed with the construction of a hotel in this phase.

**LANE4's COMMENTS**

- Under the best of conditions, development of any innovative, mixed-use project is normally a lengthy process. In this economic climate, project planning is even more critical and must be considered within the context of market trends and budgetary influences.
- State-level budgeting restrictions have created challenges and delayed the project due to the inability of the University to commit to the office component at this time. The parties are working to decrease costs and find perhaps other users for the office component
- While this extends the redevelopment timeline, they feel this additional due diligence is vital to creating a project that will deliver the best value to the highest number of project stakeholders.

- The fundamentals of the project remain strong—a densely populated area with significant unmet commercial demand.
- High levels of enthusiasm and support have been received from the community and prospective customers, City and University officials, and hotel and retailers, indicating a strong commitment to move forward.
- Current plans for the mixed-use project remain and include approximately 45,000 square feet of new office space, a modern hotel, and 30,000 square feet of retail space, including a drug or grocery store.
- Innovative, state-of-the-art architecture and design approaches are planned for providing a pedestrian-oriented, environmentally friendly project that features the latest in sustainable technology.

### **OUTSTANDING ISSUES**

In order to move ahead with the next step to develop a Memorandum of Understanding, the following issues must be resolved within the coming months:

- **How will the \$3,100,000 financing gap related to the east phase be filled?** The Developers would like more time to approach the ISU Foundation to explore a possible partnership arrangement in this project. More time is needed to accomplish this dialogue.
- **Are the University and the City, willing to allow the Developer to proceed with the east phase without any assurance that the west phase will ever be accomplished?** From the beginning of our conversations with the Developer it was the expectation of both the University and City staff that support would not be forthcoming without a commitment to both phases. The University does not want to relocate 45,000 sq. ft. of office space to the east phase as an incentive to the project, only to find out that significant improvements are not going to be made elsewhere in Campustown. The Developer has voiced a concern about committing to the west phase since the land in this area is not under their control and, therefore, the economic viability of this second phase cannot be assured at this time. The University would like more time to make a final decision regarding this issue.
- **Is the University willing to cease operation of the Memorial Union hotel as a condition for including a new hotel in the west phase?** The University needs more time to make a final decision regarding this issue. If the University agrees to this condition, the Developer would like more time to secure a hotel operator.
- **Is the City Council willing to exercise its power of eminent domain in order to assist the Developer in its effort to assemble land for this project?** At this time, it appears that this tool might be needed to accomplish the west phase development. The Developer has recently focused their attention to the east

phase. They would like more time to further pursue the purchase of land in the west phase.

- **What happens if after December 31<sup>st</sup>, despite our best efforts, neither phase can proceed because the economy has not improved to a point where tenants have been identified for either the east or west phases?** The Developer would like the City Council to consider an arrangement to provide some type of exclusivity. The City Council will need to analyze this proposal very closely. We don't want to be in a position where another developer is willing and able to proceed with a project and we are forced to reject a viable project as we wait for a year or two for Lane4 to be in a position to move forward with a project.
- **In addition to the TIF incentive for both phases and the contribution of the City parking lot on the east side to the development, there appears to be a need for the City to expend additional funds to deal with off-site improvements not contained in the Developer's plan.** It is possible that over \$1,000,000 of additional City costs related to street, storm water, water, and sewer off-site improvements might be needed to accommodate this new development. The need for additional financial support will be determined at a later date as the development plan specifics become known.

#### **NEXT STEPS**

**Because of the issues raised by the Developer and the outstanding questions that need answers, the Developer is requesting an additional extension of the Master Developer Agreement through November 21, 2011. If the City Council hopes to continue the partnership with Lane4 to accomplish one of your top priorities, then it would be appropriate to approve a resolution to support this extension.**



May 18, 2011

Hon. Mayor Ann Campbell  
Member of the Ames, Iowa City Council  
515 Clark Avenue  
Ames, IA 50010

Mr. Steve Schainker  
City Manager  
515 Clark Avenue  
Ames, IA 50010

**Re: Campustown Redevelopment – Master Developer Agreement**

Madame Mayor, Members of the Council & Mr. Schainker:

As you know, LANE4 Property Group, Inc. previously entered into a Master Developer Agreement, dated November 21, 2010, with the City of Ames and Iowa State University, which Agreement set forth certain preliminary rights and obligations of the parties with respect to the redevelopment of portions of Campustown. The Master Developer Agreement contemplated that the parties would execute a Memorandum of Understanding, more specifically setting forth each party's rights and obligations in connection with the Campustown redevelopment, on or before May 20, 2011, but allowing for the parties to negotiate extensions in the event they were unable to negotiate and execute the Memorandum of Understanding by that date. I am writing today to request an extension of the term of the Master Developer Agreement for an additional 180 days to November 21, 2011.

Pursuant to the memorandum that City Manager Steve Schainker has provided you, the national economy and difficulties on behalf of Iowa State University's funding have provided substantial hurdles on the Project.

We have been working diligently to move the project forward, however, we do ask for an additional 180 days so that we may continue to progress in obtaining real estate contracts for additional property, negotiating letters of intent with prospective tenants, meeting with City staff regarding required zoning and planning issues, and generally finalizing our plans for the redevelopment.

We remain extremely excited about the redevelopment of Campustown, look forward to continuing our work with the City of Ames in that pursuit, and appreciate your consideration of extending the Master Developer Agreement. If you have any questions or comments, please do not hesitate to contact me.

Sincerely,

Hunter Harris  
LANE4 Property Group, Inc.

cc: Mr. Warren R. Madden



## RIVER FLOODING STUDY & MITIGATION PROPOSED APPROACH

6/28/11

The flood of August 2010 had a major impact upon the greater Ames community. Since that time, a great deal of time and effort has been invested in flood recovery and repair by local public servants.

Following the flood, the City Council established a new Council goal early this year to **mitigate flooding in our community**. This goal included the following two objectives, both of which were to include short-term and long-term mitigation actions:

- To reduce the possibility of damage in our community caused by river/watershed flooding.
- To reduce the possibility of damage in our community caused by localized flooding.

Long-term mitigation actions under the first objective are to include these steps:

- Invite ISU, Story County and the Iowa Flood Center to partner (with City leadership) on coordinated mitigation efforts
- Form a leadership group to plan and carry out coordinated mitigation efforts
- Identify needs, potential resources, and study steps, including public involvement
- Identify potential funding sources
- Carry out long-term, coordinated mitigation steps
- Identify and implement potential policy and regulatory changes for floodplain management (concurrent with above steps)

In accordance with Council's goal, City staff convened a group of representatives from the City, Story County, Iowa State University and the Iowa Department of Transportation to consider how best to accomplish this objective. The proposal below is an outgrowth of those efforts.

Although ten months have passed since the flood, it is important to realize that a very dynamic situation exists regarding flood-related research and development that affects our locale. Efforts are currently underway by the Iowa Department of Natural Resources, the Iowa Flood Center, and others to update our community's Flood Insurance Rating Maps (FIRM), to apply for funding to study some of the city's smaller watersheds, and to identify ways that the effects of climate change may be brought into consideration. Our local flood study should incorporate and build upon the results of these efforts.

All three jurisdictions have been active in this area since last year's flooding. ISU has worked closely with FEMA and the Iowa Department of Homeland Security to update their campus mitigation efforts. Story County has been working closely with IDNR and many other groups and researchers to develop updated flood maps and other predictive tools. The City has put a great deal of effort into flood repair/recovery and private

property buy-outs, and is making substantial progress on studies to mitigate localized flash flooding in various areas.

Better prediction and mitigation of the effects of flooding are high priorities for both Story County and Iowa State University. Staff from both organizations have brought vital knowledge and involvement to this effort. Joined by IDOT representatives, we together also met with Iowa Flood Center staff to explore areas of overlapping interest and work. We learned that many of the Flood Center's projects will have significant long-term benefit to our local flood prediction, flood monitoring and flood response efforts.

This report is being brought forward in response to a request by the Ames City Council. It should be noted that the Story County Board of Supervisors is also meeting on Tuesday, June 14, to discuss their goals and level of involvement in this process.

**Since last summer's flood, it is clear that many stakeholders are understandably anxious to "do something" to mitigate the effects of future flooding. While some progress has already been made on this Council goal, we need to again emphasize that this will be a slow, deliberative process.** This is due to the dynamic status of related research and other development currently being carried out by a number of other governmental entities. There will also be a great need to involve the many affected stake-holders as the process progresses and as policy-makers make their final decisions.

Presented below is a proposed approach to a community-wide, multi-jurisdictional effort to engage the public and to identify possible causes, issues, approaches and potential ways to address flooding in Ames. Staff will review these steps and the estimated timeframes with Council on Tuesday night. Council input will then be sought to confirm whether or not this approach is appropriate, and to give additional guidance on other goals or steps to be included.

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### **Proposed Working Team**

City: Bob Kindred, John Dunn, John Joiner, Steve Osguthorpe  
ISU: David Miller, Cathy Brown, Steve Jones  
Story County: Leanne Harter, Darren Moon, Keith Morgan  
IDOT: Dave Claman, Jesse Tibodeau

Also include several interested citizens & ISU representatives

Timeframe: July 2011

## **Step 1 – Initial Community Engagement & Input**

*Goal: Gather input regarding possible causes, issues, approaches & solutions*

Conduct input processes with distinct interest groups, each with separate dates and time blocks

1. Property/business owners & residents in the floodplain and those who develop land there (i.e., those whose property is *directly affected* by flooding)
2. General Public – those affected by deluge flooding (outside the floodplain), the public at large, special interest groups, the University community, and others who are *indirectly affected* by flooding
  - a. Two meetings – one at City Hall, one at ISU
3. Academic community – ISU professors & researchers with expertise in these areas
4. Emergency responders – law enforcement, fire response, emergency medical, DOT, Emergency Management Agency, Red Cross, etc.
5. Other affected communities – Story City, Cambridge, neighboring counties, etc.

Estimated timeframe: July-September 2011

Conduct technical focus sessions with any interested consulting engineering firms. Determine if they have examples of previous, similar RFP's that they have received that might help us prepare an appropriate scope of work to include in our own RFP.

Estimated timeframe: June-August 2011

## **Step 2 – Develop Customized Meteorology Predictions**

*Goal: Identify the best available current research on the range of possible future rainfall levels that may impact our local watershed*

- Possible approaches –
  - Commission either one researcher or an interdisciplinary team to accomplish this work
  - If needed, consider funding a graduate student to help accomplish this work on a timely basis
- Resources: Existing research; National Weather Service
- Estimated timeframe: Initiate September 2011, work completed by May 2012

### **Step 3 – Phase 1 Engineering Study**

*Goal: Identify physical inputs that impact our local flooding events*

- Update hydrology (physical characteristics in our drainage basin that impact our flooding), hydraulics (conveyance of floodwaters), drainage basin data, impacted locations, and other pertinent data
- Potentially collaborate with IDNR on portions of this work
- Estimated timeframe: RFP out September-October 2011, firm selected November-December 2011 (*carried out somewhat concurrent with Step 2, since this phase will be dependent upon some of the Step 2 findings*). Work completed by June-August 2012

### **Step 4 – Phase 2 Engineering Study**

*Goal: Combine the results of Steps 3 and 4 to develop mitigation alternatives*

- Develop **scenario-based model** to reflect a *range* of inputs (rainfall levels, land uses, levels of elevating structures in floodplains, etc.) and resultant outputs (flooding levels)
- **Identify flood mitigation alternatives**
- **Evaluate flood mitigation alternatives**, including analysis of impacts within various scenarios
- **Regulatory summary**, including impacts within various scenarios
- Identify **funding opportunities**
- Estimated timeframe: June-December 2012 (Builds upon Steps 2 & 3)

### **Step 5 – Mitigation & regulatory decisions**

*Goal: Public input and policy-maker decisions on acceptable risk level and associated mitigation and regulatory steps*

- Public input on array of possible mitigation improvements
- Public input on array of possible regulatory actions
- Policy-maker decisions
- Estimated timeframe: January-May 2013

## **SUBSEQUENT PHASES**

### **Physical Improvements Phase**

- Confirm partnerships for funding and implementing improvements
- Carry out long-term, coordinated mitigation steps

### **Regulatory Track**

- Identify and implement potential policy and regulatory changes for floodplain management

### **Education Track**

- Public Education regarding anticipated rainfalls, public mitigation steps, potential private mitigation actions, flood insurance, etc.

## Staff Report

**BUILDING INSPECTIONS UPDATE**

June 24, 2011

**INTRODUCTION:**

This staff report presents a proposed course of action to address the short-term and medium-term personnel requirements that will allow us to meet our building community's needs for timely inspections. Due to the uncertainty of the recovery for our nation-wide economy, long-term planning is not a part of this report.

In the spring of 2011, permits for large scale new construction and resulting building inspections activity have shown a significant upswing in Ames. There are several large scale projects underway and more are in development. **The increased construction activity, vacant positions, and recent loss of a key staff member created a need to develop a new strategy to address our customer needs in the building industry.**

**BACKGROUND:**

Historically, the goal of the Inspections Division has been to cover its operating costs from revenue generated by building, electrical, mechanical, and plumbing inspections fees. It should be noted that, when compared with comparable Iowa communities, Ames' building permit fees are amongst the lowest.<sup>1</sup> Because the preparation of an annual budget is not a precise science, in some years revenues exceed our costs and in other years the costs exceed our revenues.

With the downturn in the national economy beginning in 2008-09, the negative gap between permit fee revenues and expenditures grew to over \$200,000. Property tax revenues were used to finance this gap. In the FY 2010-11 Budget, rather than continue this level of tax subsidy, an effort was made to reduce expenditures by eliminating seasonal clerical hours, not budgeting or filling an authorized building inspector position, temporarily reassigning the Building Inspections Supervisor to other programs in the Public Works and Electric Services Departments, and utilizing the Plans Examiner to augment field inspections.

Unfortunately, the Inspections Division recently lost a key member for an extended time due to a serious health matter. Consequently, our Building Inspections Supervisor will be unavailable through the busiest part of this construction season. In addition to his supervisory responsibilities for building, electrical, mechanical, and plumbing inspectors, this position conducts in-field inspections. The loss of this member has a profound impact on our delivery of services to customers at a time when our workload is increasing significantly.

The good news is that, because of the unexpected increase in project activity, our revenue projections can also be raised. **As is shown on Table 1, the revenue projections from building permit fees related to new apartment construction, the MGMC expansion, and other planned projects can be increased by \$67,000 in 2010-11 and \$229,000 in 2011-12.** If our community maintains a level of building construction equal to the last two years and with the anticipated large projects, inspections activity and permit revenue is anticipated to remain strong through the next two fiscal years.

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<sup>1</sup> Regional Fee Comparison By Des Moines Home Builders Association , February 11, 2008

**Table 1: Revised Revenue Projections**

	FY10/11 Adopted	FY10/11 Final Amendments	FY10/11 Current Projection	FY11/12 Adopted	FY11/12 Current Projection
Building Permit	\$238,388	\$327,264	\$363,805	\$403,880	\$546,766
Building Permit Extension	0	1,100	1,223	0	0
Electrical Permit	74,772	92,712	103,064	84,655	114,605
Electrical Permit Extension	0	335	372	0	0
Mechanical Permit	51,785	71,071	79,007	63,530	86,006
Mechanical Permit Exten.	0	0	0	0	0
Plumbing Permit	79,785	97,995	108,937	84,960	115,017
Plumbing Permit Exten.	0	0	0	0	0
Sidewalk Permit	400	400	445	400	542
Sign Permit	8,334	9,172	10,196	9,864	13,354
Totals	\$453,464	\$600,049	\$667,049	\$647,289	\$876,289
Projected Increases			\$67,000		\$229,000

**SHORT-TERM PLAN: OVERTIME & OUTSOURCING**

Based on the new projected workload, there is an immediate need for additional experienced and certified inspectors. The short-term solution is to authorize overtime for our current inspectors and to contract with a private sector company to conduct inspections for the City.

**Overtime.** An additional 15 hours per week starting immediately is helping us address the needs of several apartments that are under construction and hoping for completion before August 1, 2011. The cost of this overtime is estimated to be \$10,430. (See Table 2) In addition, a plan for all requested vacation leave time for inspectors is being developed to assure coverage in areas where we are now one deep to assure timely customer services.

**Table 2: Projected Cost of Overtime****OVERTIME ESTIMATES FOR INSPECTORS (5 hours weekly)**

	2010/11 Hourly Rate	Cost/Wk.	2011/12 Hourly Rate	Cost/Wk.	Total Cost June 6 - Sept. 30
Electrical Inspector	\$37.19	\$185.93	\$38.11	\$190.57	\$3,221.16
Plumbing Inspector	\$37.19	\$185.93	\$38.11	\$190.57	\$3,221.16
Building Inspector	\$43.55	\$271.73	\$44.63	\$223.17	\$3,988.09
			<b>TOTAL</b>		<b>\$10,430.40</b>

4 weeks @ 2010/11 rate and 13 weeks @ 2011/12 rate

**Outsourcing.** Additional certified inspectors are also needed between now and August 1, 2011 to assist with inspections of new apartment construction. The Grove apartment complex on South 16<sup>th</sup> Street alone produces service requests equivalent to one full-time inspector. This \$9,178,961 project will generate \$53,988 in permit revenue. Few options present themselves to deal with the loss of the Building Inspections Supervisor. Therefore, staff has secured the services of private contractors certified in International Code Council's Residential and Building codes as adopted by the City of Ames. Although the going rate of \$75 for a privately contracted inspector is substantially above our overtime rate of \$38 - \$45 per hour, there are not sufficient internal resources to address the current building season's requests for timely services. The project cost of this outsourcing is \$24,000. (See Table 3)

**Table 3: Projected Cost of Outsourcing**

	<b>Hourly Rate</b>	<b>Hours Per Week</b>	<b>Weekly Total</b>	<b>Number of Weeks</b>	<b>Total</b>
Private Inspector	\$75	32	\$2,400	10	\$24,000

### **MEDIUM-TERM PLAN: FILL AUTHORIZED POSITION AND ADD .4 CLERICAL FTE**

**Fill The Authorized Positions.** Given the expanding workload needs in Inspections, the Building Inspections Supervisor was re-assigned to the Inspections Division earlier this year. With the increase in construction activity and corresponding inspection workload along with the unexpected temporary loss of the Building Inspections Supervisor, it is now prudent to fill the vacant, authorized inspector position so that we can maintain an acceptable level of service to our customers. The additional cost of filling this position is \$68,761 beginning in FY 2011-12.

**Add .4 Clerical Position.** Currently, the Inspections Division has 2 authorized FTEs (full time equivalents) of support staff. Although the cost for the support staff is allocated among the Building Inspections, Rental Housing and Sanitation programs, the support staff members each contribute to the success of all of these programs.

In order to maintain an acceptable level of service in our Rental Housing program, the City Council recently authorized an additional ½ FTE for this program to be paid for by rental registration fee revenue. The addition of the ½ time clerical position in Inspections increased the authorized clerical FTE count in the Inspections Division to 2.5 FTEs beginning in FY 2011-12. However with the loss of the Sanitation program due to the State takeover, we are now scheduled to lose the .4 FTE clerical position that was budgeted under Sanitation. This would thus bring the total support staff in the Inspections Division back to 2.1 FTEs in FY 2011-12.

Maintaining the full 2.5 FTEs of clerical support in the Inspections Division will greatly improve the efforts of our in-field staff and, as a result, will allow us to maintain an acceptable level for service to our customers during this time of increased construction activity. This restoration will allow approximately 1.5 FTEs of clerical support to be assigned to Building Inspections, thus providing more time to improve our master filing system. This improvement will assure quicker and more accurate responses to customer inquiries about properties and quicker processing of permits or approval letters. Our goal is to maintain inspection request fulfillment within 24 hours, and retaining



this .4 FTE of clerical support for Building Inspections should help us accomplish this goal. **It should be remembered that this additional .4 clerical FTE will not increase the overall number of FTEs already approved in the budget for FY 2011-12.** (See Table 4)

Table 4: Number of Clerical FTEs in Inspections Division

Program	FY 10-11 Clerical Support FTE Count by Program	FY 11-12 Clerical Support FTE Count as Budgeted	FY 11-12 Proposed Clerical Support FTE Count without Sanitation
Building Inspections	1.05	1.05	1.45
Rental Inspections	0.55	1.05	1.05
Sanitation	0.4	0.4	0
<b>Totals</b>	<b>2</b>	<b>2.5</b>	<b>2.5</b>

In order to accomplish the Medium-Term Plan, approximately \$93,000 will be needed to finance the additional 1.4 FTEs in FY 2011-12 (\$68,761 for the inspector position and \$24,452 for the .4 clerical position – See Table 5). In order to fill this authorized inspector position, a recruitment effort will take a minimum of 3 months. Another 60 to 90 days of internal training will then also be necessary.

Table 5: Projected Personal Services Cost For Additional Positions

Program	FY 10-11 Totals by Program		FY 11-12 Totals As Budgeted		FY 11-12 Totals by Program without Sanitation	
	FTE Count	Budget	FTE Count	Budget	FTE Count	Budget
Building Inspections	1.05	\$59,508	1.05	\$61,562	1.45	\$86,014
Rental Inspections	0.55	\$32,218	1.05	\$63,894	1.05	\$63,894
Sanitation	0.4	\$23,636	0.4	\$24,452	0	\$0
<b>Totals</b>	<b>2</b>	<b>\$115,362</b>	<b>2.5</b>	<b>\$149,908</b>	<b>2.5</b>	<b>\$149,908</b>

Table 6 presents the budgetary implications of both the Immediate and Medium-term plans to bolster the Inspections Division to match our current level of construction activity.

**Table 6: Budgetary Implications of Immediate and Medium-Terms Plan To Building Inspections**

	<b>FY10/11 Final Amendments</b>	<b>FY10/11 Current Projection</b>	<b>FY11/12 Adopted</b>	<b>FY11/12 Current Projection Alternative</b>
<b>Revenue</b>	\$600,049	\$667,049	\$647,289	\$876,289
Building Inspections (2360)	471,667	471,667	506,910	506,910
Plumbing Inspections (2380)	81,105	81,105	91,445	91,445
Electric/Mechanical Inspections (2390)	74,683	74,683	78,240	78,240
Overtime (total = \$10,430)		2,575		7,855
Consulting Services (total = \$24,000)		2400		21,600
Fill Building Inspector position				68,761
Additional .5 FTE of Clerical Support				24,452
<b>Expenses</b>	\$627,455	\$632,430	\$676,595	\$799,263
<b>Revenue To Expenses</b>	<b>(\$27,406)</b>	<b>+\$34,619</b>	<b>(\$29,306)</b>	<b>+\$77,026</b>

**STAFF RECOMMENDATION:**

Given the unanticipated increase in construction activity, the corresponding increase in associated permit revenue, and the temporary loss of an inspector supervisor, the City Manager has authorized the implementation of the short-term strategies shown below. In order to adequately address this situation, it is the City Manager's recommendation that the City Council also authorize the medium-term strategies to maintain our service levels to our customers in the construction industry:

- **Short Term**
  - Initiate overtime for existing inspection staff - \$10,340
  - Contract with private inspections company - \$24,000
- **Medium Term:**
  - Authorize the filling of the vacant building inspector position - \$68,761
  - Authorize an additional .4 FTE clerical position to the Building Safety program - \$24,452

It appears that an increase in permit fee revenues related to the projected increase in construction activity over the next two years will adequately cover the additional costs needed to accomplish the short-term and medium-term strategies. If the activity level changes drastically in the future, we will make appropriate recommendations to adjust to the situation.

## COUNCIL ACTION FORM

### **SUBJECT: URBAN FRINGE PLAN 28E AGREEMENT**

#### **BACKGROUND:**

The Ames Urban Fringe Plan was adopted by Ames, Gilbert, and Story County in 2006. The Plan identifies principles that are used to balance the various issues important to the cities, which try to accommodate population and economic growth, and the county, which tries to protect the agricultural economy and rural lifestyles.

The Plan identifies those areas in which the cities are unlikely to grow into in the foreseeable future, areas where the cities are likely to annex and develop, and those areas where growth may happen outside the cities but should be accommodated by the cities at some future point.

While the Plan describes general and specific policies for future development around cities, the fact is that multiple jurisdictions have different powers to direct and regulate development. The Plan proposes a “workable scenario” to implement these policies. The 28E agreement was developed to implement the Plan and establish a process for amending the Plan.

Late last year, the staffs of Ames, Gilbert, and Story County identified two issues that required direction from the governing bodies. In November, 2010, the City Councils of Ames and Gilbert and the Story County Board of Supervisors met jointly to resolve whether 1) each jurisdiction would forego subdivision review and approval authority in certain areas of the Urban Fringe and 2) an amendment to the Ames Urban Fringe Plan required the concurrence of all three governing bodies. That meeting provided the policy direction that staff needed on those two issues. The agreement to implement the Plan has now been finalized.

In accordance with the attached agreement, Ames and Gilbert (cities) and Story County (county) commit to the following:

- **The cities agree to waive review of subdivision plats and plats of survey in the Rural Service and Agricultural Conservation Areas. (The Land Use Framework Map is included as Attachment 1.)**

The County will continue to review subdivision plats in the Rural Services and Agricultural Conservation Areas. The standards of the Plan, such as allowed uses and density, shall remain but only a resolution from the County Board of Supervisors will be needed to record a subdivision plat.



In addition, the cities' review of plats of survey will also be waived. The County will be responsible for ensuring that simple lot splits and agricultural plats (for example, dividing a farmstead from the remainder of the farm) conform to the Plan.

Ames has a policy of requiring covenants during subdivision approval that commit the owner: to annex at the City's request, to agree to any assessments for public infrastructure, and to pay the costs associated with the buyout of rural water service. These covenants will no longer be required for subdivisions in the Rural Services and Agricultural Conservation Area. The covenants shall still be required for subdivision approval in the other areas of the Urban Fringe.

- **As cities annex, cities agree to waive their extraterritorial review of subdivisions beyond the limits of the planning area identified in the Plan.**

The city's two-mile extraterritorial review of subdivisions usually is further extended as the City expands. The Urban Fringe, however, is established in the Plan and does not expand as the city expands. The subdivision review process will be limited to those areas of the plan designated as Urban Services, in which case approval only by the city is required, and Rural/Urban Transitional Areas, in which case approval by both the city and the County is required. The boundaries of the Urban Fringe, however, can be amended as any other component of the Plan.

Currently, because of the annexation moratorium agreement between Ames and Nevada, any subdivision west of 590<sup>th</sup> Avenue needs the approval of the County as well as Ames, even if Nevada were the closer city. Once the 28E agreement is adopted, those areas east of Ames that are designated Rural Services and Agricultural Conservation Areas would need the approval only of the County. If a proposed subdivision were in the Industrial Reserve area, however, both Ames and the county have approval authority. Following any annexation, of course, Ames would have sole approval for any subdivision.

- **The County agrees to waive review of subdivisions in Urban Services Areas.**

The cities will retain sole approval authority for any subdivision or plat of survey in the Urban Services Areas. In general, subdivisions in the Urban Services Area must be preceded by annexation and the installation of full city services. There are instances, however, where land in the Urban Services Areas has been subdivided prior to annexation. Rose Prairie is one such instance and this was done with the agreement that no further development would occur until annexation. The subdivision plat was approved by both the city and the county. In such instances in the future, approval only from the city would be needed to record a subdivision plat or plat of survey.

- **The county commits to use Conditional Rezoning when applying the A-2 Agribusiness District outside the areas designated as Planned Industrial and Industrial Reserve to remove certain incompatible uses.**

The Board of Supervisors retains exclusive zoning authority in the unincorporated areas of the County. Any existing zoning designation placed on the land is recognized and accepted, despite whether it is consistent with the Plan. Any future zoning designation shall be consistent with the Plan.

In working with County staff and reviewing the County zoning ordinance, there is one issue that we needed to address in the 28E agreement. The A-2 Agribusiness District in the county's ordinance is intended to allow certain commercial and industrial uses in largely agricultural areas. The A-2 designation could be applied to areas shown as Rural Service and Agricultural Conservation Areas. That, however, might be problematic because of the broad range of uses that the A-2 district allows. The language of the county ordinance includes "Storage, retail or wholesale marketing, or processing of agricultural products into a value-added agricultural product." Because this language would allow a broad range of agricultural processing uses that are more suited to an industrial setting, the County agrees that if any property outside of the Planned Industrial or Industrial Reserve areas of the Plan seeks an A-2 Agribusiness designation, the County would approve the request only with a limitation on the allowed uses through a conditional zoning agreement (also known as contact rezoning).

- **Establishes subdivision review procedures for Rural/Urban Transitional Areas.**

Attachment A of the 28E agreement establishes a review process for subdivisions in the Rural/Urban Transitional Areas. In these areas, both the cities and the county retain approval authority. The establishment of a review process presents a "one stop" path for customers seeking plat approval, rather than the two parallel paths they must currently travel. This process ensures the city and county both are reviewing and presenting the same information to their respective Planning and Zoning Commissions and the Council or Board. It also removes the uncertainty as to which jurisdiction must first act on a subdivision plat. Under the 28E agreement, the city shall act on a subdivision plat before it is forwarded to the county for action.

One issue that still remains is establishing the design and improvements standards for subdivisions in the Rural/Urban Transitional Areas. Attachment B is reserved for when these standards are ready for adoption. Currently, when a subdivision is proposed in the Rural/Urban Transitional Area, staff examines the site and, working with other City departments, makes a recommendation to the City Council on which design and improvement standards could be waived. Planning staff is continuing its work with Gilbert and the county on establishing uniform design and improvement standards for the Rural/Urban Transitional Area. Until then, staff will continue to review proposed subdivisions on a case-by-case basis to determine what standards to recommend be waived by the City Council.

- **Establishes procedures for amending the Plan upon request of a member of the public.**

The Plan was adopted in 2006 and remains static as there is no formal method in place to amend the Plan. Over the past few years, several requests have come forward from property owners asking the city or county to consider a change in the Plan. These requests have been deferred because of a lack of a formal process. Such requests have been generally for a map change.

Attachment C describes the Plan amendment process. When a request for a Plan change is submitted, Ames staff coordinates a review by the staff of the three jurisdictions. The request for a change is then presented to the three governing bodies for a referral. If two of the three governing bodies refer the request, an application would then be completed and submitted by the applicant. The three jurisdictions would process the request individually which would require approval from all three governing bodies in order to be effective. (Gilbert, however, reserves the right to review only those Plan changes “where there is a reasonable expectation of significant cumulative impacts on Gilbert....” Gilbert will consider the size of the potential impact as well as the location in relation to Gilbert in determining whether they intend to exercise that right.”)

If the requested Plan amendment does not achieve unanimous approval, any governing body can request a joint meeting of all the governing bodies for reconsideration.

- **Allows the three jurisdictions to initiate a review of the Plan.**

Periodically, the Plan may be reviewed and amendments proposed by each jurisdiction. The Chair of the Board of Supervisors or the Mayor of any City can initiate such a review. Any amendments that are proposed as a result of the review shall be processed as described above, requiring unanimous approval of the three jurisdictions to become effective.

- **Creates a mechanism to withdraw from the Plan.**

Much time, thought, and effort has gone into the development of the Ames Urban Fringe Plan and its 28E implementation agreement. The three jurisdictions have jointly established land use development principles and policies. Each has given up, to some degree, their current land use review and approval authority in order to implement those joint principles. If, however, any jurisdiction feels that it is in its best interest to withdraw from the Plan, the agreement provides a process to do so.

If any jurisdiction wishes to withdraw, it must provide a 120-day notice to the other jurisdictions. During this time, no action contrary to the Plan may be undertaken by any jurisdiction and all jurisdictions will work to resolve the outstanding issue. If there is no resolution, the entity wishing to withdraw may approve a resolution withdrawing

from the agreement, effective 30 days following receipt of that resolution by the other jurisdictions.

The Gilbert City Council and the Story County Board of Supervisors will act on the agreement in the first half of July. If adopted by all jurisdictions, the agreement will be in effect for five years, with an automatic renewal for an additional five years unless any jurisdiction objects.

**ALTERNATIVES:**

1. The City Council can approve the 28E agreement with Story County and Gilbert.
2. The City Council can deny the 28E agreement with Story County and Gilbert.
2. The City Council can refer this back to staff for further changes or clarification.

**MANAGER'S RECOMMENDED ACTION:**

The proposed 28E agreement implements many of the important principles and policies of the Ames Urban Fringe Plan. With Ames, Gilbert, and Story County having agreed on a framework for development in the Ames Urban Fringe, the next logical step is to create a process for implementing that framework. As development occurs in the Urban Fringe, the 28E agreement describes processes that do not currently exist or exist only in an ad hoc manner.

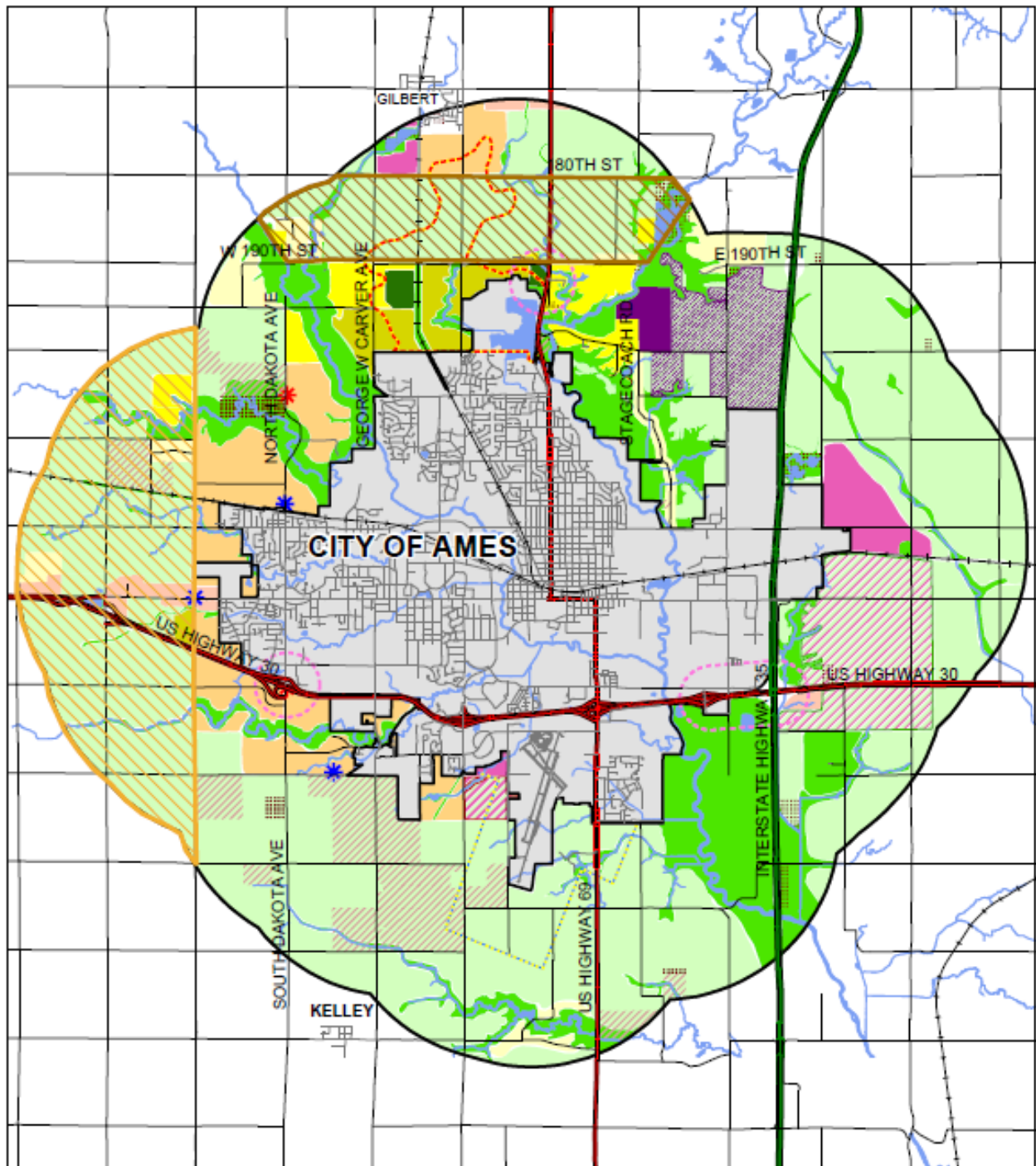
This agreement will provide direction to the staff of the three jurisdictions on processing divisions of land. It will provide customers and property owners a more streamlined process for approval of these divisions. It will allow the participating cities and the County to give up some subdivision review authority in areas where its interests are not directly affected. The agreement will preserve agricultural and other rural lands from inefficient urbanization and unwanted land uses.

While the agreement does not yet contain the design and improvement standards for subdivisions in the Rural/Urban Transitional Areas, the many benefits that the agreement will now provide should not be further delayed. And even without the formal adoption of design and improvement standards, the jurisdictions are still able to provide recommendations during subdivision approval for any needed infrastructure.

Therefore, it is the recommendation of the City Manager that the City Council approve Alternative #1, adopting the 28E agreement with Gilbert and Story County.






Attachment 1  
**LAND USE FRAMEWORK MAP**  
Ames Urban Fringe







[Map legend shown on following page]

# LEGEND


## Rural Service and Agricultural Conservation Area

-  Agriculture and Farm Service
-  Rural Residential
-  Parks and Recreation Areas


## Urban Service Area

-  Urban Residential
-  Planned Industrial
-  Community Commercial Node
-  Convenience Commercial

## Boone County Future Land Use

-  Ames Urban Fringe Area Located in Boone County. Future Land Use to be determined following completion of Boone County's Comprehensive Plan Update and discussion with other governments.

## Story County Study Area

-  Ames Urban Fringe Area Located in 'Story County Study Area'. Future Use to be determined following completion of Story County's Study and discussion with other governments.

## Rural Urban Transition Area

-  Priority Transitional Residential
-  Highway-Oriented Commercial
-  Rural Transitional Residential
-  General Industrial
-  Natural Areas
-  Industrial Reserve/Research Park
-  Agricultural/Subsurface Mining
-  Agricultural/Long-term Industrial Reserve
-  Gateway Protection Area
-  Watershed Protection Area
-  Transportation Corridor Protection Area
-  Airport Protection Area

-  Ames Urban Fringe Planning Boundary
-  Iowa State University Property
-  Government Owned Land

**AMES URBAN FRINGE  
JOINT AND COOPERATIVE AGREEMENT  
[Pursuant to Code of Iowa, Chapter 28E]**

This Joint and Cooperative Agreement (hereinafter referred to as the "Agreement") is entered into pursuant to the authority of the *Code of Iowa*, Chapter 28E on this \_\_\_\_\_ day of \_\_\_\_\_, 2011 by and between Story County, Iowa, (hereinafter referred to as "County"); the City of Ames, Iowa (hereinafter referred to as "Ames"); and the City of Gilbert, Iowa (hereinafter referred to as "Gilbert"). The two cities shall be referred to hereinafter collectively as "Cities", and all three entities collectively as the "Cooperators".

WHEREAS, continued growth and development within the two mile extraterritorial jurisdiction area of Ames requires increased coordination among the Cooperators to achieve better land use management and control of development within the area; and

WHEREAS, the two mile extraterritorial jurisdiction area of Gilbert overlaps into significant portions of the Fringe Area; and

WHEREAS, the councils of Cities have previously asserted the two mile extraterritorial jurisdiction over land divisions available to them pursuant to the *Code of Iowa*, Chapter 354; and

WHEREAS, the long range, comprehensive planning documents of each Cooperator establish goals and policies that promote the rational and efficient development of land in furtherance of the social and economic well-being of its respective citizens; and

WHEREAS, the governing bodies of Cooperators have determined that the best method for achieving such rational and efficient development is through a coordinated program of inter-jurisdictional land use planning; and

WHEREAS, the provisions of the *Code of Iowa*, Chapter 28E were adopted to facilitate such inter-jurisdictional cooperative efforts; and

WHEREAS, the Cooperators have heretofore developed and approved in July of 2006, pursuant to public notice, hearing and decision, a document entitled "Ames Urban Fringe Plan" (hereinafter referred to as "Plan") that sets forth specific understandings, goals and policies to guide and control the future development of the fringe area; and

WHEREAS, the Cooperators now seek to provide a legal mechanism for the implementation of the Plan through the adoption of this Agreement; and

WHEREAS, each Cooperator has determined, and deems, that it is in the best interests of the Cooperator and the most efficient use of the Cooperator's power and authority with respect to land use planning within the Fringe Area, that the County and Cities enter into this Agreement pursuant to the provisions of the *Code of Iowa*, Chapter 28E.

**NOW, THEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:**

**Section 1. Compliance with the Plan**

The Cooperators agree to observe, follow, and comply with all policies for development in the Fringe Area as set forth in the Plan, and its approved attachments, including the Land Use Classes Map and the Land Use Framework Map, in establishing and amending land use regulations within the territory of the Fringe Area.

**Section 2. Reference to Planning Documents**

The Plan and its accompanying maps, approved July, 2006, and as subsequently amended, are hereby adopted as the guiding documents for development in the Fringe Area.

**Section 3. Protecting Agricultural Operations**

It is agreed and understood by the Cooperators that neither this Agreement, nor any policy set forth in the Plan, shall interfere with the agricultural exemption as provided by *Code of Iowa*, Section 335.2.

**Section 4. Fringe Area Boundary**

The area within which this Agreement shall be known as the Ames Urban Fringe as specifically established by the Plan. It may also be known as the Fringe Area or Planning Area.

**Section 5. Administration of the Plan**

It is the purpose of this Agreement to provide for an alternative, and more efficient, method for the regulation and processing of development within the Fringe Area. To achieve this purpose, Cities and County agree that each will waive the exercise of some portion of its otherwise existing land use authority in order to facilitate the operation of this Agreement in the manner hereinafter set forth in this Section 5. Where an existing land use authority is not specifically referenced in this Section 5, it shall continue to be normally exercised unless it would render one or more of the following subsections inoperative, in which case it shall be deemed to be waived to the extent necessary to give effect to any subsection hereof. In any instance when a Cooperator seeks to exercise its land use authority, including but not limited to Conceptual Reviews,

Annexations, Change of Zone, and Sketch Plans, in the Fringe Area, it shall notify the other Cooperators within ten (10) days of submittal of an application for such action.

## **5.1 County Zoning Regulations:**

**5.1.1 Story County Land Development Regulations.** Zoning regulations for unincorporated Story County are under the authority of Story County through the adoption of the *Story County Land Development Regulations* and the provisions of *Code of Iowa*, Chapter 335.

5.1.1.1 Nothing in this Agreement shall be construed or applied to limit the County's legislative authority or discretion in adopting or amending its land use regulations.

5.1.1.2 The A-2, Agribusiness Zoning District, defined in the *Story County Land Development Regulations*, is intended and designed to provide for those activities strongly interrelated with agricultural uses and must therefore be located in agricultural areas. While the Plan recognizes that there are industrial and commercial land uses which are dependent on proximity to local agricultural land uses and which are essential to the continued feasibility of farming in the County, it furthermore seeks to strategically locate such uses. With the growth of the agri-business and agri-technology industries, the Cooperators agree that the intensities of uses allowed in the A-2 Zoning District could escalate beyond what each of the Cooperators may have individually envisioned or intended for identified agricultural areas. Further, the Plan creates Planned Industrial and Industrial Reserve areas in which the Cooperators will invest or have invested in infrastructure to accommodate more intense uses. Some uses in the A-2 Zoning District are incompatible with the Agriculture and Farm Services designation in the Plan. Therefore, the County agrees to limit the intensity of uses allowed within the A-2 Zoning District outside of said Planned Industrial and Industrial Reserve areas through Conditional Rezoning Agreements that allow all permitted uses in the A-2 Zoning District except the storage, retail or wholesale marketing, or processing of agricultural products into a value added agricultural product.

**5.1.2 Official Zoning Map of Story County, Iowa.** Amendments to the Official Zoning Map of Story County, Iowa within the Fringe Area shall conform to the goals and policies set forth in the Plan and the Land Use Framework Map.

5.1.2.1 All applications for amending the Official Zoning Map of Story County, Iowa will be processed in accordance with the requirements set forth in the *Story County Land Development Regulations*.

5.1.2.2 County shall not take action on any request to amend the Official Zoning Map of Story County, Iowa, within the Fringe Area when such request is accompanied by a request to amend the Plan.

5.1.2.2.1 Such request to amend the Plan shall be acted upon by all Cooperators as provided for in Section 6.2 of this Agreement prior to action by the County on an amendment to the Official Zoning Map of Story County, Iowa.

**5.1.3 Non-conforming Properties.** Properties zoned a classification inconsistent with this Agreement or the Plan as determined by the Cooperators, as of the date this Agreement is executed, shall not be deemed to be in violation of this Agreement or the Plan, as long as such zoning remains in effect on the property.

## **5.2 Subdivision Regulations:**

- 5.2.1 **Rural Service and Agricultural Conservation Area Designation.** In areas designated Rural Service and Agricultural Conservation Area in the Plan, Cities agree to waive the exercise of their extra-territorial subdivision authority and application of their respective related design and improvement standards.
- 5.2.2 **Rural/Urban Transition Area Designation.** In areas designated Rural/Urban Transition Area in the Plan, Cooperators shall apply Subdivision Review Procedures as described in Attachment A. However, Agricultural Subdivisions in the Rural/Urban Transitional Area shall be processed solely by the County.
- 5.2.3 **Urban Service Areas Designation.** In areas designated Urban Services Area in the Plan, County agrees to waive the exercise of its subdivision authority.

## **5.3 Annexation:**

- 5.3.1 **Planning Area Boundary.** In consideration of the fact that annexation has the effect of extending the two-mile extraterritorial subdivision plat review area as defined by the Code of Iowa beyond the Planning Area Boundary defined in the Plan, Cooperators understand and agree that Cities shall waive their extra-territorial jurisdiction in such extended area, and that County shall approve pursuant to such waiver and within such extended area, only those subdivisions meeting the definition of Agricultural Subdivisions, which shall be so designated on the face of each Final Plat. Alternatively, a property owner may request the Cooperators to amend the Plan to extend the Planning Area. Such request shall be processed as provided for in Section 6 of this Agreement.
- 5.3.2 **Annexation in Accordance with Plan.** Cities agree to annex territory in accordance with the goals and policy statements set forth in the Plan.
- 5.3.3 **Annexation of Property within the Rural Service and Agricultural Conservation Areas.** In areas designated Rural Service and Agricultural Conservation Area in the Plan, Cities shall not review annexation requests until such time the Plan has been amended to designate such property as Urban Service Area and then such annexation processed in accordance with this Agreement.
- 5.3.4 **Annexation of Property within the Rural/Urban Transition Areas** In areas designated Rural/Urban Transition Area in the Plan, Cities shall not review annexation requests until such time the Plan has been amended to designate such property as Urban Service Area and then such annexation processed in accordance with this Agreement.
- 5.3.5 **Annexation of Property within the Urban Service Area.** It is the Cooperators' intent that Cities will annex all property within the Urban Service Area. Such annexation will occur only after Cities gives full consideration to comprehensive plan policies, degree of contiguity to the City limits, proximity to existing City services, the cost of extending City services, the fiscal impact and funding sources for providing City services, and the development needs of the City.

- 5.3.6 **Annexation of Right-of-Way.** When undertaking any annexation of land within the Fringe Area, Cities shall annex the entire width of public rights-of-way located within and immediately adjacent to such lands.

## **Section 6. Plan Review and Amendment**

### **6.1 Plan Review**

At any time during the term of this Agreement, either the Chair of the County Board of Supervisors or a Mayor of either of the Cities may initiate a review of the Plan by providing a notice in writing of the intent to so review.

### **6.2 Amending the Ames Urban Fringe Plan**

- 6.2.1 The Plan may be amended at any time following a review pursuant to Section 6.1 above, or upon petition by a Property Owner. As the Ames Urban Fringe Plan shall be adopted by each of the Cooperators as a part of their respective comprehensive plans, the procedures of adopting an amendment to the comprehensive plan is unique to each Cooperator, subject to meeting the notification requirements of Code of Iowa. Each Cooperator shall process an amendment to the Plan as an amendment to their comprehensive plan.
- 6.2.2 Upon the approval of a proposed amendment by the governing body of all Cooperators, notice shall be made to all other cooperators within twenty (20) business days. The amendment shall be effective upon receipt by the other Cooperators of all such notices.
- 6.2.3 Outside its two-mile extra-territorial zone, Gilbert shall have the right to participate in the approval process only of those Plan amendments where there is reasonable expectation of significant cumulative impact on Gilbert resulting from the amendment. In assessing the potential impact, both the magnitude of possible impact, as well as the geographic proximity to Gilbert of the possible impact, shall be considered.
- 6.2.4 Cooperators have agreed to an administrative process for the consideration of Plan amendments, which process is set forth on Attachment C, Plan Amendment Process, and incorporated herein for all purposes.
- 6.2.5 It is understood and agreed that the provisions of Attachment C may be revised from time to time by an affirmative vote of the governing body of each Cooperator.

## **Section 7. Amendment of Agreement**

- 7.1 This Agreement may be amended at any time by an affirmative vote of the governing body of all Cooperators. Any Cooperator desiring an amendment to this Agreement shall notify the other Cooperators of its desire, and the reasons for the request.
- 7.2 Such request shall be in writing to the other Cooperators, and shall be considered without unreasonable delay and within no more than ninety (90) days of receipt.
- 7.3 If the request is agreed to by the other Cooperators, each Cooperator shall prepare and submit to the others a certified resolution confirming the affirmative vote of the Cooperator's governing body.

- 7.4 The amendment shall take effect ten (10) days following receipt of the last such resolution by the other Cooperators. Amendments shall be filed and recorded as required by Section 14 hereof.

#### **Section 8. Termination of Agreement.**

- 8.1 It is the intent of this Section to provide the sole and exclusive method for termination of the mutual rights and obligations of Cooperators pursuant to this Agreement.
- 8.2 The governing body of any Cooperator may terminate this Agreement at any time, and for any reason, by approving a resolution of notice of intent to terminate to the other Cooperators, such termination shall not be effective for one hundred twenty (120) days following receipt by the other Cooperators.
- 8.3 If, at the time of the giving of such notice, a Cooperator is in breach of this Agreement, it is understood and agreed that the actions of Cooperator giving rise to such breach shall be null, void and of no force or effect whatsoever, ab initio, and that for such actions to be effective will have to be repeated following termination of this Agreement pursuant to this Section 8.
- 8.4 During these one hundred twenty days, Cooperators shall seek to resolve issues, if any, that gave rise to the notice of intent to terminate through direct meetings of governing bodies, mediation, or other means to which all parties shall agree.
- 8.5 During these one hundred twenty days no waiver of governmental power established by this agreement shall be effective.
- 8.6 If resolution is not achieved after one hundred twenty days, the governing body of the Cooperator who initiated the notice of intent to terminate the agreement may approve a resolution terminating the agreement effective thirty (30) days following receipt of a certified resolution by the other Cooperators.

#### **Section 9. Effective Period.**

This Agreement shall become effective as of the date first set forth above, following acceptance and execution by the parties, and shall be in effect for five (5) years after such date, unless earlier terminated pursuant to Section 8 above. This Agreement shall be automatically renewed for an additional five years unless any Cooperator objects in writing to such renewal no less than one hundred fifty (150) days prior to the termination date.

#### **Section 10. No Separate Legal/Administrative Entity Created.**

It is the intention of this Agreement that there be no new or additional legal or administrative entity created by this Agreement, nor that the inherent governmental powers of any Cooperator be affected in any way beyond the terms of this Agreement. It is further agreed and understood by the parties hereto that no financial obligations upon any Cooperator are intended to be created hereby.

#### **Section 11. Entire Agreement.**

This Agreement represents the entire understanding between the Cooperators and no Cooperator is relying on any representation or understanding which may have been made by another Cooperator and which is not included in this Agreement.



**Section 12. Severability/Invalidity**

If any term, provision or condition of this Agreement shall be determined to be invalid by a court of law, such invalidity shall in no way effect the validity of any other term, provision or condition of this Agreement, and the remainder of the Agreement shall survive in full force and effect unless to do so would substantially impair the rights and obligations of the parties to this Agreement or substantially frustrate the attainment of the purposes of this Agreement.

**Section 13. Notices.**

Notices under this Agreement shall be in writing and delivered to the representative of the party to receive notice (identified below) at the address of the party designated to receive notice for each Cooperator as set forth in this Agreement. The effective date for any notice under this Agreement shall be the date of actual delivery of such notice and not the date of dispatch. The preferred means of notice shall be either actual hand delivery, certified US Mail, return receipt requested with postage prepaid thereon, or by recognized overnight delivery service, such as FedEx or UPS.

Notices shall be delivered to the following persons at each Cooperator:

County:           Chairperson, Story County Board of Supervisors  
                      Story County Administration  
                      900 6<sup>th</sup> Street  
                      Nevada, Iowa 50201

Ames:             Mayor, City of Ames  
                      City Hall  
                      515 Clark Avenue  
                      Ames, IA 50010

Gilbert            Mayor, City of Gilbert  
                      City Hall  
                      119 Main Street  
                      Gilbert, IA 50105

**Section 14. Recordation**

This Agreement shall be recorded pursuant to the requirements of *Code of Iowa*, Chapter 28E.

**Section 15. Entire Agreement.**

This Agreement and attachments attached hereto constitute the entire Agreement, among the Cooperators and supersedes or replaces any prior agreements among the Cooperators relating to its subject matter.

**Section 16. No Waiver.**

The waiver or acceptance by any Cooperator of a breach or violation of any provisions of this Agreement by another Cooperator shall not operate as, or be construed to be, a waiver of any subsequent breach.

**Section 17. No Assignment or Delegation.**

Neither this Agreement, nor any right or obligation under it, may be assigned, transferred or delegated in whole or in part to any outside party without the prior written consent of all the Cooperators.

**Section 18. Authority and Authorization.**

Each party to this Agreement represents and warrants to the other that it has the right, power and authority to enter into and perform its obligations under this Agreement; and that it has taken all requisite actions necessary to approve the execution, delivery and performance of this Agreement, and that this Agreement constitutes a legal, valid and binding obligation upon itself in accordance with the terms of the Agreement.

**Section 19. Headings and Captions.**

The paragraph headings and captions set forth in this Agreement are for identification purposes only and do not limit or construe the contents of the paragraphs.

**Section 20. Counterparts.**

The Cooperators agree that this Agreement has been or may be executed in several counterparts, each of which shall be deemed an original and all such counterparts shall together constitute one and the same instrument.

[Signature page follows]

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**STORY COUNTY**

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

By: \_\_\_\_\_ (seal)  
Wayne Clinton, Chairperson, Board of Supervisors

Attest: \_\_\_\_\_  
Lucinda Martin, County Auditor

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**CITY OF AMES**

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

By: \_\_\_\_\_ (seal)  
Ann Campbell, Mayor

Attest: \_\_\_\_\_  
Diane Voss, City Clerk

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**CITY OF GILBERT**

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

By: \_\_\_\_\_ (seal)  
Jonathan Popp, Mayor

Attest: \_\_\_\_\_  
Susan Gens, City Clerk

## **ATTACHMENTS:**

### **Attachment A**

#### **Subdivision Review Procedures – Rural/Urban Transition Area Land Use Class**

The Cities and County all have established subdivision review and approval and, for the Cities, have extended that review and approval outside its boundaries in accordance with Code of Iowa 354.9 and as amended. In establishing a process for subdivision review in the Rural/Urban Transitional Area Land Use Class, the three jurisdictions acknowledge the primacy of the Cities' interests in regulating development in areas that the Cities may, at some future moment, annex. Therefore, the Cities are tasked with giving primary review and, if appropriate, approval of any proposed division of land, except for Agricultural Subdivisions, which shall remain the sole province of the County.

As noted in Section 5.2.1 of this agreement, Cities agree to waive their subdivision review authority in areas designated Rural Service and Agricultural Conservation Area in the Plan. And as noted in Section 5.2.3 of this agreement, County agrees to waive its subdivision review authority in areas designated Urban Services Area in the Plan.

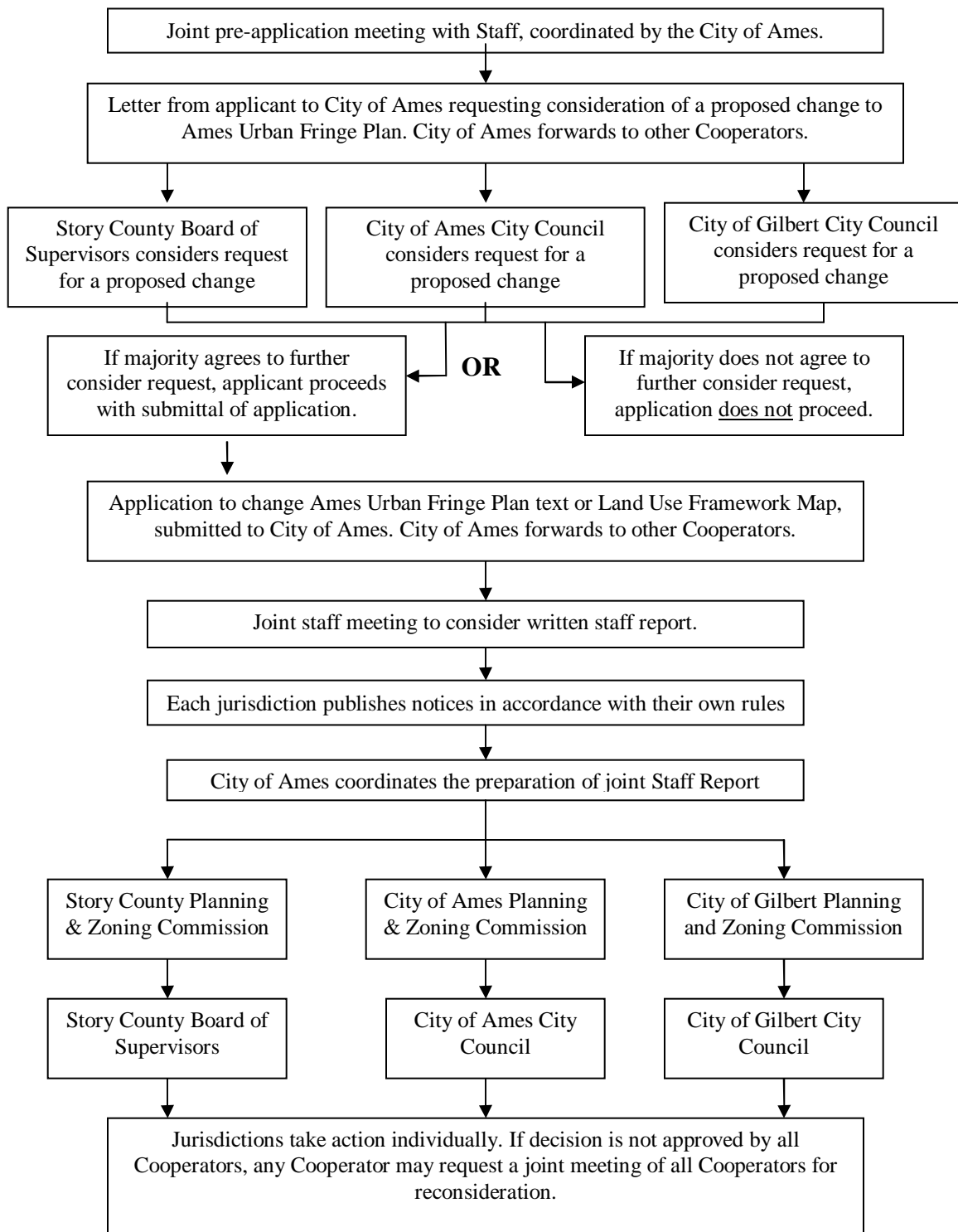
1. City Sketch Plan application form submitted to the closer City.
2. Sketch Plan review by City and County staff and determination as to whether the proposed division is a Major, Minor, or Agricultural Plat or whether the division can be allowed by Plat of Survey.
3. If a Major Subdivision Plat, follow City's Preliminary Plat process through to City Council decision. Plat is then forwarded to the County for action. Final Plat follows City's Major Final Plat process through to City Council decision. Plat is then forwarded to the County for action.
4. If a Minor Subdivision Plat, follow City's Minor Final Plat process through to City Council decision. Plat is then forwarded to the County for action.
5. If an Agricultural Plat, follow County's Agricultural Plat process through to Board of Supervisor's decision. No action by the City is required.
6. If a Plat of Survey, follow City's Plat of Survey process through to City Council decision. Plat is then forwarded to the County for action.

**Attachment B**

**Reserved**

## Attachment C

### Ames Urban Fringe Plan Amendment Procedures



## Staff Report

### MINIMUM BUILDING HEIGHT IN DOWNTOWN SERVICES CENTER ZONING DISTRICT

June 28, 2011

On April 12, 2011, when acting on rezoning the Kellogg Avenue corridor to Downtown Service Center (DSC), the City Council directed the Planning and Zoning Commission to consider the minimum building height requirement in the DSC zoning district. Table 29.808(3) of the Ames *Municipal Code* contains this requirement, which is the minimum height of two stories (See Attachment A). This requirement was enacted with the current Zoning Ordinance in 2000. More detailed information about this issue can be found in the attached staff report to City Council of April 12, 2011.

In that report, staff identified and discussed five viewpoints and approaches to this issue:

- Leave the minimum building height at two stories.
- Remove the minimum building height requirement from the DSC regulations.
- Apply the minimum building height to only certain portions of the DSC zoning district.
- Require the two-story minimum building height where there are existing buildings of more than one story adjacent to a site for a proposed new building either on one side or both sides.
- Allow one-story buildings to be built whenever a one-story building has been demolished.

The **Planning and Zoning Commission** reviewed the issue of minimum building heights in the Downtown Service Center zoning district at its meeting of May 18, 2011. The Commission found consensus on the importance of two-story and taller building heights to the character of the Downtown and that this character is important to the community. They also agreed on several other characteristics that make the area more than a typical downtown, rather a cultural district which is an important attribute that Ames can present to residents and visitors. The Commission supports ongoing modernization that preserves the existing special characteristics and makes it more clearly a cultural district. This relates not only to minimum building height, but also to maximum building height and to the uses in the upper stories of the buildings. The Commission also agreed that it is important to have a better, clearer definition of building height (maximum or minimum) than the current undefined “story.”

The Commissioners also agreed it is important to try to balance preserving and enhancing character with wanting a district that is thriving. Requiring people to make an investment in a second floor that they can't use would become an economic deterrent.

The Commissioners expressed several different ideas and opinions about how to strike this balance. Some Commissioners favored allowing a property owner to replace a one-story building with a new one-story building. Some Commissioners believe that the market will do an adequate job of determining when a second story should be built. For example, two stories for a new building might be more likely than renovating an existing second story. Some Commissioners favor economic incentives for building two stories or more, instead of a code requirement. All agreed that it is not enough to just have the rules and regulations to just freeze the current conditions it in time. It is important that people be actively making more two-story buildings and not just maintaining what we have.

**Although there seemed to be a consensus in support of the importance of building height, there was no recommendation offered by a majority of the Planning and Zoning Commission members regarding the existing minimum two-story requirement.**

Because the City's adopted Historic Preservation Plan recommends that the **Historic Preservation Commission** should advise the City Council on policies for areas that have been identified as having potential historic significance, staff also forwarded the staff report to the Historic Preservation Commission. The Historic Preservation Commission reviewed the issue of minimum building heights in the Downtown Service Center zoning district at its meeting of June 20, 2011. Some Commissioners see the one-story buildings that are there along Main Street, especially in the 200-300 blocks of Main Street, as out of place. Others were less bothered by the height than other issues in the district, such as signs and windows. There was general agreement that maximum building height is important, in view of what was built in Campustown.

Several Commissioners conclude that replacement of two-story buildings with one-story buildings may become more likely as the downtown continues to be successful and that this could seriously compromise the historic integrity that is one of the important, special aspects of at least the Main Street portion of the district. That could lead to less investment in the area. There was also some discussion that, if the Kellogg corridor is seen as similar to the downtown district, requiring two stories when properties are rebuilt will encourage further similarity.

There was a question whether someone who owns a one-story building, which is insured based on the cost to build a one-story building, would be forced to replace it with a two-story building. The Commission agreed this would be an economic hardship. Although there is a standard for an exception to the minimum building height requirement, there are no criteria for economic hardships. It was suggested that the standards could be changed to allow for economic hardship.

Some Commissioners felt that, since this requirement has been in place for 11 years and has not been an issue, it may not be an urgent need to make a code amendment. There was consensus that it is good to leave the issue alone until the National Register nomination is complete because the consultant would be a logical source of advice. **The**



**Historic Preservation Commission unanimously approved a recommendation to the City Council to table this issue until the National Register survey and the Chapter 31 review are complete so that they may benefit from the expertise of those consultants.**

**Since the staff has not received any complaints about the existing height requirement, there does not appear to be a need to take any immediate action. Therefore, the staff would concur with the recommendation of the Historic Preservation Commission to take no action at this time to change the minimum building height requirement until the upcoming historic studies are underway. Under this approach, the Council will be able to gain input from the consultant engaged in the project.**

## Staff Report

### MINIMUM BUILDING HEIGHT IN DOWNTOWN SERVICES CENTER ZONING DISTRICT

April 12, 2011

On March 1, 2011, during discussion of rezoning the 100 and 200 blocks of Kellogg Avenue to the Downtown Service Center (DSC) zoning district, the City Council asked staff to report on the minimum building height requirement in the DSC zoning district. Table 29.808(3) of the Ames *Municipal Code* contains this requirement, which is the minimum height of two stories (See Attachment A). This requirement was enacted with the current zoning ordinance in 2000.

In a traditional downtown district this standard recognizes that a mix of different, complementary uses is one of the defining characteristics of downtowns. The first floor contains the retail shops, services, restaurants, and entertainment uses while the upper floor contains professional offices, service clubs, organizations, and residences. The mix of a compact, walkable area creates a 24-hour district, generates less traffic and parking than a strictly commercial district, and provides another lifestyle option for a vibrant community. It also makes efficient use of infrastructure and provides a location for smaller, locally-owned businesses. All of these uses and characteristics are present in downtown Ames.

The minimum height standard also preserves an existing urban design characteristic that is important to a walkable, compact district – human scale. The term “human scale” describes a three dimensional space defined by boundaries within which many people feel comfortable when out of their cars. In the core of a traditional downtown district, those boundaries are the building walls on both sides of the street. The ratio of the height of those buildings and the distance across the street between buildings establishes the scale of the space. Many downtowns intentionally establish building height standards that reflect the width of the street. The intent is to create a defined space and a sense of enclosure for the area, creating a comfortable place for pedestrians. Some downtown planners compare this to “walking into a room.” Typically, traditional downtowns in moderate-sized Midwestern communities have buildings of two, three or four stories and distance across the street of 50 to 80 feet. Our city’s two-story minimum height standards may have been adopted to reflect that characteristic. (See Attachment B for illustrations of the scale of various building heights.)

These characteristics are not uniform throughout the Ames downtown, nor are they confined in Ames to the downtown. Attachment C illustrates that there are many buildings with only one story downtown, although fewer in number than the buildings

with two or more stories. All of the one-story buildings were built before 2000 when the two-story minimum was enacted. In fact, no new buildings have been built in this district since 2000, except for a few replacement buildings, such as the expansion of Ames Silversmithing. However, there has certainly been a great deal of renovation of existing buildings.

Attachment C also illustrates that, although buildings with two or more stories are distributed throughout the DSC zoning district, they are concentrated on Main Street east of Clark Avenue and in the northeast part of the district east of Kellogg. The illustration does not show the Public Library or other buildings in the Government/Airport zoning district, but the library is two-story on the north end and one story on the south end.

A natural question relates to what will happen if a one-story building in this district is demolished or destroyed. Must a two-story building be constructed to replace it? Even after suffering damages of up to 70% percent of its value, the one-story building can be rebuilt. But a building with two or more stories would be required if the structure is damaged to more than 70% of its assessed value (Per Municipal Code Section 29.307(3)(c)). There are two different standards for the Zoning Board of Adjustment to approve an exception to this requirement. One standard is that the “restoration will be made to fullest extent possible in conformance with the applicable zoning standards” (Section 29.307(3)(c)). The other standard is that the lot “size and shape is not conducive to a multi-story structure . . . and . . . there is a direct benefit to the community to have a one-story structure at the proposed location” (Section 29.808(4)). These may be difficult standards to fulfill if the only reason that a one-story building is proposed is cost or preference of the owner.

Zoning requirements change throughout the years to reflect changing conditions, preferences or values. Requiring property improvements to follow the current zoning requirements under some circumstances promotes intentional incremental change in the community. The minimum height standard in the Downtown Services Center helps to preserve some of the intrinsic characteristics that define this area and make it distinctive. The Campustown Service Center and the Village Residential zoning districts also include minimum height standards, 25 feet in Campustown and 16 feet in the Village Commercial Center for street-facing facades.

The proposed rezoning of the 100 and 200 blocks of Kellogg Avenue to DSC brings this process into focus. The building setbacks and parking locations along Kellogg Avenue are more similar downtown than to the corridor commercial sites on Lincoln Way. Visually this helps Kellogg to serve as an entry corridor from Lincoln Way to downtown and DSC zoning would preserve the setbacks. If that is a desirable objective and policy for zoning, then the one-story buildings should be expected to be replaced with buildings of two or more stories over time. These larger buildings would be more distinctive, more similar to Main Street, more walkable and a more identifiable entrance to downtown. **This argument supports leaving the minimum building height at two stories.**

All of the two- and three-story buildings in the downtown were built in the past 100 years without any minimum standard for building height. Owners made the decisions to build more than one story because it met their needs and made economic sense. However, needs and the economic context have changed and upper stories may no longer make sense in all cases. From this perspective, it can be expected that owners will build taller buildings when the market supports buildings of more than one story, even without a minimum height requirement. For example, after many years of developing one-story buildings in Campustown, in the last twenty years taller buildings have been built. If there is no need for the residential or office space on the upper floors in the downtown, then a mandate may discourage the construction of new buildings in DSC zoning district. **This perspective supports removing the minimum building height requirement from the DSC regulations.**

It has been noted above that on Main Street east of Clark Avenue, the predominance of buildings taller than one story creates the most consistent pedestrian environment. On the other hand, if the newer buildings on the site of the railroad depot were more than one story tall, they would have detracted from the historic nature of that building. **Another approach then is to apply the minimum building height to only certain portions of the DSC zoning district.** The properties along the 100 and 200 block of Kellogg Avenue could be included or excluded from the area where this requirement applies.

**Another approach is to require the two-story minimum building height where there are existing buildings of more than one story adjacent to a site for a proposed new building either on one side or both sides.** This approach would preserve this characteristic wherever it already exists anywhere in the DSC zoning district.

Should the City Council desire to change the current minimum building height requirement, it can refer any of these approaches to the Planning and Zoning Commission as a proposed text amendment to the zoning ordinance.

**Table 29.808(3)**

**Downtown Service Center (DSC) Zone Development Standards**

<b>DEVELOPMENT STANDARDS</b>	<b>DSC ZONE</b>
Minimum FAR	1.0 [1]
Minimum Lot Area	No minimum, except for mixed uses, which shall provide 250 sf of lot area for each dwelling unit
Minimum Lot Frontage	No minimum, except for mixed uses, which shall provide 25 ft.
Minimum Building Setbacks:	
Front Lot Line	0
Side Lot Line	0
Rear Lot Line	0
Lot Line Abutting a Residentially Zoned Lot	10 ft.
Landscaping in Setbacks Abutting an R Zoned Lot	5 ft. @ L3. See Section 29.403
Maximum Building Coverage	100%
Minimum Landscaped Area	No minimum
Maximum Height	7 stories
Minimum Height	2 Stories
<b>and Streets</b>	
Drive-Through Facilities Permitted	Yes
Outdoor Display Permitted	Yes. See Section 29.405
Outdoor Storage Permitted	No
Trucks and Equipment Permitted	Yes

(4) **Standards for the Granting of Exceptions to the Minimum Requirement** for Two Story Buildings in the DSC (Downtown Service Center) District. Before an exception to the requirement for two-story buildings in the DSC (Downtown Service Center) can be granted, the Zoning Board of Adjustment shall establish that the following standards have been, or shall be satisfied:

(a) **Standards.** The Zoning Board of Adjustment shall review each application for the purpose of determining that each proposed one-story building, in the DSC zone, meets the following standards:

(i) Physical circumstances exist for the property which result in a lot with a size and shape that is not conducive to a multi-story structure, and

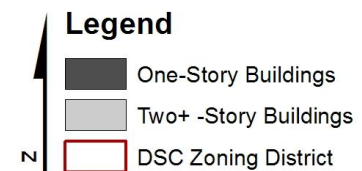
(ii) It can be demonstrated that there is a direct benefit to the community to have a one-story structure, at the proposed location, as opposed to a multi-story structure.

(b) **Procedure.** The procedure to follow for an “exception” is described in Section 29.1506(3).

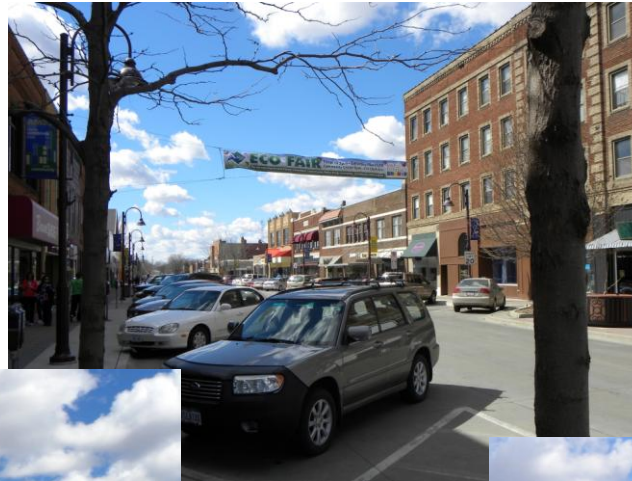
*(Ord. No. 3815, 12-21-04; Ord. No. 3872, 03-07-06)*



## Existing Building Height in Downtown Service Center



Most buildings on Main Street  
are two stories tall . . .



. . . except the east end of  
Main Street.



Most buildings on the 100 and 200 blocks of  
Kellogg Avenue are one story tall



## COUNCIL ACTION FORM

**SUBJECT: SALE OF ADAMS PROPERTY LOCATED AT 1013 ADAMS STREET**

**BACKGROUND:**

In May 2005, the City was notified that the Last Will and Testament of Mary E. Adams bequeathed land (5 acres), structures (home and detached garage) and one percent (approximately \$17,000) of her estate to the City of Ames for property located at 1013 Adams Street. Personal and household effects were given to the Ames Historical Society.

In 2005 a Building Assessment Report revealed it would be difficult, if not impossible, to accomplish Ms. Adams "hope" that her residence be used as a public "meeting place or shelter". The first floor was constructed with concrete block and is comprised of small rooms.

In **September 2006**, the City Council accepted the bequest of Ms. Adams and directed staff to initiate the necessary action to sub-divide the parcel and sell the approximate 2 acre lot and structures. At that time, the City Council directed staff to prepare a bid document that would include the following information:

- The residence is designated as a Local Historical Landmark
- The home must remain "single family / owner occupied"
- The 2-acre site is limited to one home
- A minimum bid amount of \$190,000 bid would be established. This amount was the assessed value of the buildings and 2 acres of land.

**Additionally, the Council decided that the revenue generated from this sale, less any expenses incurred by the City for such items as land survey, asbestos studies, platting and survey costs, architectural analysis, special assessments and taxes, title opinion, utilities, etc., would be transferred to the Ames Historical Society.** This organization desires to use these resources for expenses related to acquiring/developing a permanent museum facility within our community. That facility would be used for the archiving of community records and making them available to the public. By donating her possessions to the Historical Society, the City deemed that Ms. Adams had demonstrated confidence and support of this organization.

In addition to the above, the Council's previous actions assure the following:

- The City will retain 3 acres to be used as park land
- This park land will be named "Bert and Mary Adams Memorial Greenway", remaining a natural area leading to Ada Hayden Heritage Park



- The one percent of her estate (approximately \$17,000) will be utilized to establish and maintain this park land

Per the request of the Ames Historical Society, the City of Ames' Historic Preservation Commission (HPC) submitted an application to the State of Iowa Historic Preservation Office (SIHPO) to determine if the property was eligible to be designated as a local landmark. The State Historic Preservation Office reviewed the local landmark application and found that the property is eligible for the local landmark designation. The City Council then approved this designation, and adopted "Design Criteria" (Attachment A) that has been incorporated into Chapter 31 of the Municipal Code. Notable highlights from this section of Code include the following:

- Any changes to the exterior of the home would require approval of the HPC. This means that existing design criteria and standards, consistent with the architectural design, would be required.
- The home can be added onto, but HPC approval would be required.
- The Local Historical Landmark status would remain in effect unless a future City Council rescinds the status.

#### **SELLING THE PROPERTY IN 2011:**

The two acres of land is assessed at \$80,100 and the home and detached garage at \$112,100 for a total of \$192,200. As was noted above, in 2006 the City Council approved selling this property at a minimum of \$190,000. **However, in May of 2011 the Ames Historical Society and City staff agreed that the minimum amount should be lowered to \$125,000.** The justification for this recommendation includes the following factors:

- The downturn in the economy and overall housing market.
- The property has sat vacant for over six years and additional improvements are now required.
- The property is now designated as a Local Historic Landmark, and the design guidelines and criteria contained in Chapter 31 of the Municipal Code somewhat limit what a property owner can do with the home. This designation may narrow the bidder pool.

**It is anticipated that the City will have invested approximately \$90,000 to maintain and sell this property since 2005. Therefore, as is noted above, the City will transfer the balance of the sale, less all City expenses, to the Ames Historical Society once the sale is completed.**

The following four open houses and inspections tours, as well as a pre-bid meeting, have been scheduled:

- Wednesday, July 7 between 6 PM and 8 PM (open house)
- Sunday, July 10 between 2 PM and 4 PM (open house)
- Thursday, July 14 between 6 PM and 8 PM (open house)

- Wednesday, July 20 at 5:30 PM (pre-bid meeting at the property)
- Saturday, July 23 between 9 AM and 11 AM (open house)

## **BIDDING ON THE PROPERTY**

Staff has identified the following two options for selling the property:

**1) Sealed Bids:** This option will require potential buyers to submit sealed written bids as of a certain time and date. The potential buyer submitting the highest bid will be sold the property.

**2) Auction the Property:** This option will require an auctioneer to initiate the bidding at \$125,000. Ultimately, the highest bidder will complete the "Offer to Buy Real Estate and Acceptance" form. After a public hearing, the City Council can then accept the offer and approve the sale.

After reviewing the pros and cons of these two options, staff and members of the Ames Historical Society agree that an auction should be held. It is anticipated that this method will produce the most competitive bidding environment. Prior to participating in the auction, individuals will be required to (1) submit a pre-approved letter of financing, (2) submit a certified check, cashier's check, bank draft, money order or warrant in the amount of \$5,000, and (3) sign a disclosure form acknowledging that they are aware the property contains lead base paint

## **MARKETING / ADVERTISING THE PROPERTY:**

*Attachment B* is a marketing/educational brochure that will be distributed at the open houses and on the City's web site. Additionally, a "for sale" sign will be placed in the yard of the property, a Channel 12 television show will be continually aired, paid advertisements will be placed in local media publications, and the sale will be listed on unique web sites where people search nationally for historical properties.

The City Attorney has prepared the necessary form to accomplish this sale. Additionally, the Legal Department will complete the necessary procedures required to close on this property.

*Attachment C* is a series of frequently asked questions that will also be provided to potential bidders.

## **ALTERNATIVES:**

- 1) City Council can approve a resolution proposing the sale of the City property located at 1013 Adams Street, establish a minimum bid of \$125,000, approve utilizing an auction to be held on Wednesday, July 27, 2011 at 7 PM at the property, set the public hearing on the proposed sale for August 9, and direct publication of a notice of hearing for sale of the property.

- 2) City Council can approve a resolution proposing the sale of the City property located at 1013 Adams Street, establish a minimum bid of \$190,000, approve utilizing an auction to be held on Wednesday, July 27, 2011 at 7 PM at the property, set the public hearing on the proposed sale for August 9, and direct publication of a notice of hearing for sale of the property.
- 3) City Council can approve a resolution proposing the sale of the City property located at 1013 Adams Street using either of the two suggested processes outlined above, but not establishing a minimum bid amount, setting the date of the public hearing, and directing publication of notice of the hearing.
- 4) City Council can direct that a different process be used for selling the City property located at 1013 Adams Street.

**MANAGER'S RECOMMENDED ACTION:**

Due to the legalities of settling Ms. Adams' estate, subdividing the parcel, and obtaining the Local Historical Landmark status, per the request of the Ames Historical Society, it has taken over six years for this property to be placed on the market. Given the down turn in the overall economy/housing market and the design criteria included in Chapter 31 of the City's Municipal Code, staff believes that establishing a minimum bid of \$125,000 is appropriate.

As is noted above, by the time of sale the City will have invested approximately \$90,000 in this property. In the event the property does not sell in July, the City will continue to invest resources maintaining the property, further reducing the amount that the Ames Historical Society will receive once the sale is accomplished.

Therefore, in agreement with the Ames Historical Society, it is the recommendation of the City Manager that the Council adopt Alternative #1, thereby approving the process outlined above for selling the property at 1013 Adams Street through an auction process with a minimum acceptable bid of \$125,000.

## Attachment A

(28) Design Criteria for Lot 1, Mary Adams Subdivision, known locally as the Adams House, 1013 Adams Street and Lot 2, Mary Adams Subdivision, known locally as the Adams Memorial Greenway, 1025 Adams Street.

(a) The Adams House is a mixture of late Prairie School and Postwar Modern styles of architecture. Details of design and dimensions of distinct architectural elements of the building as shown on the building plans prepared by the builder, Bertrand Adams, shall be followed and conformed to for all alterations or new construction of additions to the building.

(b) The Adams' House relationship to its knoll is an essential aspect of its Landmark status. Alterations or changes to the vegetation that reflect the historic, visual or spatial relationship of the house to its grounds shall be encouraged, but not required.

(c) All alterations and newly constructed additions to the house on Lot 1 shall conform to the following characteristics of the building:

(i) Building Height: The building height shall be limited to one-and-a-half stories, not including the basement.

(ii) Roof Type & Pitch: The roof line of the building shall be nominally flat with a slight slope to the clerestory that opens up toward the south.

(iii) Roof Projections: The central clerestory is an integral element of the building's massing and primary elevation, and shall be retained.

(iv) Entry: The primary entrance to the building is under a porch on the south side, with an alternate entry toward driveway on east. These entry features shall be retained.

(v) Exterior Materials: Acceptable building materials are as follows:

- Brick and/or concrete masonry walls. Alterations and/or repairs should match color and pattern of existing brick.
- Built-up roofing with metal edge/parapet.
- Concrete paving to front porch, walkway and driveway.
- Steel pipe columns supporting roof over porch.

(vi) Windows: Windows shall be narrow sash steel windows with predominantly horizontal muntin pattern and metallic finish. If window replacements are necessary, corner windows should be restored, as possible, to their original, more open configuration.

(vii) Solid/Void Ratio: Maintain position and size of all large-scale opening (doors, windows, etc.) Additional openings as required for accessibility or egress improvements should coordinate with the existing rhythm and pattern of voids.

(viii) Plan/Footprints: Rooms have a predominantly east-west orientation with windows along the south side. Retention of these features is encouraged, but not required.

(d) Topography: Topography to be maintained on both lots.

*(Ord. 4054, 1-25-11)*

**COUNCIL ACTION FORM**

**SUBJECT: RENEWAL OF PROPERTY INSURANCE COVERAGE**

**BACKGROUND:**

The insurance policy for the City's property (building and contents, plus boiler and machinery) coverage expires on June 30, 2011. FM Global has provided this coverage for the last seven fiscal years.

The City has buildings and contents that are currently valued at \$471,692,588. Over \$336,375,907, or 71%, of this value is concentrated in the Electric Utility (Power Plant, substations, and combustion turbines). The premium charged for this coverage is based upon the replacement value of covered properties and structures. A statement of values and corresponding premiums is summarized in Attachment #1.

**FM Global has included significant increases in its valuation of the Electric Services facilities. In addition, it has indicated that a flood premium is now being initiated for the CyRide facility and Furman Aquatics Center. Based on these value increases and addition of the flood premium, the increase in total premium from FY 10/11 to FY 11/12 is 29.4%, or an additional \$154,027 (see Attachment #2 for detail). Along with the new flood premium, FM Global has also raised the deductibles for the CyRide and Aquatics Center sites from \$25,000 to \$500,000.**

Staff was informed that because FM Global was hit extremely hard around the world by losses, all of their customers are seeing general rate increases, particularly for flood, earthquake and wind coverage. In addition to the increased premium, we have been informed that the City of Ames will not be eligible for a membership credit from FM Global in FY 2011/12 as was received the previous year. These charges and coverages are shown below:

	<b>FY 2010/11</b>	<b>FY 2011/12 Budget</b>	<b>FY 2010/11 Proposal</b>
<b>Policy Limit</b>	\$440,000,000	\$440,000,000	\$500,000,000
<b>Base Premium</b>	\$523,303	\$508,177	\$677,330
<b>Membership Credit</b>	<u>(47,328)</u>	<u>-----</u>	<u>-----</u>
<b>Net Premium</b>	\$475,975	\$508,177	\$677,330

**FM Global has provided the City with several options to reduce the total premium based on increases in deductible amounts. (See attachment #3.) However, it does not appear to be in the City's interest to take on more exposure for the relatively small savings offered by FM Global.**

**ALTERNATIVES:**

1. Accept the proposal from FM Global for renewal of property coverage and boiler and machinery coverage during 2011/12 in the amount of \$677,330.
2. Select another option from the alternatives provided on Attachment #3.
3. Reject the FM Global proposal for FY 2011/12, and direct staff both to request a short-term renewal from FM Global and to seek other proposals in the marketplace.

Given that this contract expires in July, it would be extremely difficult to accomplish this option in a timely fashion. However, because of the significant increase in the premium, the Council might want to explore other insurance providers for future years.

**MANAGER'S RECOMMENDED ACTION:**

Staff does not support increasing the deductibles at this time as outlined in Attachment #3 to reduce the proposed premium. To generate the most savings, \$113,226, the deductibles would have to be increased from \$25,000 to \$500,000 for all properties except CyRide and the Furman Aquatics Center, where these deductibles would be increased to \$1 million.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, thereby approving the proposal from FM Global Insurance Company for property coverage during the 2011/12 policy year in the amount of \$677,330.

# City of Ames

Locations, Values, Premiums and Rates as of 01 July 2011

Summarized by D E Lindgren

Loc	Index	Division	Name	Address	2011 Values	2011 Premium	2011 Rate	2010 Values	2010 Premium	2010 rate
1	68778.42	Public Works	City Administration	5th Street & Clark Avenue	\$10,584,517	\$7,018	0.066	\$10,681,028	\$7,082	0.066
2	68778.71	CyRide	Transit Garage & Maintenance Building	1700 6th Street	\$6,613,128	\$63,548	0.961	\$6,667,343	\$6,501	0.098
3	68778.40	Electric	Power Plant - Building nos. 1 - 4, 6 - 12, 14 - 18 & 20	East 5th Street & 502 Carroll Avenue	\$289,779,530	\$386,566	0.133	\$250,797,387	\$290,892	0.116
4	68778.39	Electric	Combustion Turbines & Substation	Pullman Avenue	\$46,596,377	\$91,469	0.196	\$52,358,945	\$89,369	0.171
4A	68778.39	Public Works	City Maintenance Facility & Storage Building nos. 1 - 5	2207 Edison Street	\$3,369,355	\$3,285	0.098	\$3,396,709	\$3,312	0.098
4B	68778.39	Public Works	Distribution Work Center	2208 Edison Street	\$2,152,461	\$2,099	0.098	\$2,166,556	\$2,112	0.098
5	68778.49	Water & Pollution Control	Sewage Treatment Plant - Building nos. 1 - 46	56797 280th Street	\$44,431,660	\$43,318	0.097	\$44,676,963	\$43,557	0.097
6	68778.75	Public Works	Resource Recovery Building	110 Center Avenue	\$12,632,235	\$24,635	0.195	\$12,695,018	\$24,758	0.195
7	68778.56	Water & Pollution Control	Water Treatment Plant - Building nos. 1 - 24 & Fencing	300 East 5th Street	\$13,260,839	\$8,790	0.066	\$13,371,773	\$8,864	0.066
8	68778.45	Library	Library	515 Douglas Avenue	\$13,484,517	\$15,777	0.117	\$13,561,648	\$15,867	0.117
9	999.39	Public Works	Airport Building nos. 1 - 7	Airport Road	\$2,335,585	\$2,277	0.098	\$2,359,177	\$2,300	0.098
10	68778.76	Fire Department	Fire Station no. 1	1300 Burnett Avenue	\$2,098,579	\$3,069	0.146	\$2,118,320	\$3,098	0.146
11	999.41	Fire Department	Fire Station no. 3	2400 South Duff Avenue	\$1,218,118	\$1,781	0.146	\$1,228,715	\$1,797	0.146
12	999.42	Water & Pollution Control	Water Tower	Bloomington Road	\$2,048,624	\$2,996	0.146	\$2,069,015	\$3,026	0.146
13	999.43	Water & Pollution Control	Water Tower	500th Street & US Highway 30	\$1,435,024	\$2,099	0.146	\$1,449,234	\$2,120	0.146
14	1476.23	Public Works	Office	426½ & 428 Southwest 5th Street	\$583,450	\$1,566	0.268	\$583,450	\$1,566	0.268
15	0.00	Public Works	Cemetery - Maintenance Building, Office & Storage Garages	320 East 9th Street	\$193,431	\$207	0.107	\$194,999	\$209	0.107
16	0.00	Fire Department	Fire Station no. 2	132 Welch Avenue	\$881,909	\$1,419	0.161	\$889,741	\$1,431	0.161
17	0.00	Electric	Substation - Stange	Stange Road & 24th Street	\$700,148	\$683	0.098	\$700,501	\$683	0.098
18	0.00	Water & Pollution Control	Pump Station	State Avenue & Mortenson Road	\$588,417	\$947	0.161	\$593,675	\$955	0.161
19	1993.93	Public Works	Furman Aquatic Center	1635 13th Street	\$9,099,586	\$6,568	0.072	\$9,163,925	\$6,546	0.071
20	0.00	Electric	Substation - Mortenson	Mortenson Road	\$852,524	\$831	0.098	\$852,877	\$832	0.098
21	0.00	Electric	Substation - Top-O-Hollow	Top-O-Hollow Road	\$998,019	\$973	0.098	\$998,372	\$973	0.098
22	0.00	Electric	Substation - South 9th (D.O.T.)	South 9th Street	\$110,261	\$108	0.098	\$110,402	\$108	0.098
23	0.00	Electric	Substation - Iowa State (AEC)	Iowa State University	\$313,174	\$305	0.098	\$313,315	\$305	0.098
24	0.00	Electric	Substation - Switching Gear	Downtown	\$179,342	\$175	0.098	\$179,342	\$175	0.098
25	0.00	Electric	Substation - Haber (ISU)	Haber Road	\$175,869	\$171	0.098	\$177,645	\$173	0.098
26	0.00	Water & Pollution Control	Squaw Creek Pump Station	Squaw Creek	\$67,943	\$109	0.161	\$68,509	\$110	0.161
			MUL - US	Misc Unnamed Locs - US	\$4,907,966	\$4,542	0.093	\$4,952,465	\$4,583	0.093
					\$471,692,588	\$677,330	0.144	\$439,377,048	\$523,303	0.119

## ATTACHMENT # 2

<b>Item</b>	<b>Premium Change</b>	<b>Total Premium</b>	<b>Percentage</b>
Expiring		\$523,303	
New Values	\$34,462	\$557,765	6.6%
Rate change at Power Plant	\$62,397	\$620,162	11.9%
Overall rate change	\$0	\$620,162	NA
Flood premium	\$57,168	\$677,330	10.9%
Overall change	\$154,027	\$677,330	29.4%



## FM Global Premium Options for FY 11/12

\$471,692,588 = Total Insurable Value of Property

Premium	Coverage
Option 1 = \$677,330	Reflects 100% of Thermoflow estimates for Power Plant and Combustion turbines, and an increase of 15% in rates for Power Plant due to inaction on fire protection improvements, and a premium increase for CyRide and Furman Aquatic Center for flood coverage ( in addition <u>new flood</u> deductibles for CyRide and Furman are \$500,000 per location). Currently deductibles are either at \$25,000, \$100,000, \$250,000 or \$350,000 (see below for details)
Option 2 = \$663,850	Increasing <u>property</u> deductibles to \$250,000 for all properties under that amount.
Option 3 = \$613,722	Increase <u>property</u> deductible to \$500,000 for all locations.
Option 4 = \$627,662	Increase <u>flood</u> deductible to \$1 million for CyRide and Furman (would still have up to \$100 million flood coverage after meeting that \$1 million flood deductible)
Option 5 = \$614,182	Increase <u>property</u> deductibles to \$250,000 for all properties under that amount and increase <u>flood</u> deductible to \$1 million for CyRide and Furman
Option 6 = \$564,104	Increase <u>property</u> deductibles to \$500,000 and increase <u>flood</u> deductibles to \$1 million at CyRide and Furman.

\$25,000 deductible 10/11 policy

City Hall  
 2207 Edison - Fleet/Public Works Warehouse  
 2208 Edison – Electric Distribution  
 Library  
 Airport Building # 1-7  
 Fire Stations 1,2 & 3  
 Water Towers  
 Cemetery Maintenance Building  
 Pump Station  
 Furman Aquatic Center  
 CyRide

\$100,000 deductible 10/11 policy

Sewage Treatment Plant  
 Resource Recovery  
 Water Treatment Plant  
 Substations

\$250,000 deductible 10/11 policy

Power Plant

\$350,000 deductible 10/11 policy

Gas Turbines

**COUNCIL ACTION FORM**

**SUBJECT: RENEWAL OF CASUALTY & LIABILITY INSURANCE COVERAGES**

**BACKGROUND:**

The City's liability coverage policy will expire on June 30, 2011. This coverage has been provided by the Iowa Communities Assurance Pool (ICAP) since July 1, 2004.

ICAP is a group self-insurance program endorsed by the Iowa League of Cities since its inception in 1986. ICAP is governed by a Board of Directors comprised of seven representatives of participating members. It is member-owned and provides property and casualty coverage to nearly 640 Iowa public entities. Every ICAP member has equity that increases through the first six years of membership, at which point the member is 100% vested and becomes eligible for a surplus distribution. With the current renewal, the City of Ames will have six years in ICAP's program and will hereafter become eligible for any future surplus distribution.

In 2007, the ICAP Board of Directors elected to return a portion of each qualifying member's equity. Since then, vested members receive a return which is paid in three annual installments. The City will be receiving the second of three checks in the amount of \$70,484.62 in late August or early September. This money will be added to the Risk Management Fund's available balance.

In addition, there is a member distribution redemption which is an amount that varies depending on the amount of investment income earned by the system during the prior policy year. For the City of Ames, this distribution for the 2011/12 policy year is \$32,763.90 which will be deducted from the total premium (see below).

The following coverages are included in the program provided by ICAP:

- General Liability
- Automobile Liability
- Transit (CyRide)
- Public Officials
- Law Enforcement Activities
- Property – Ice Arena
- Automobile Physical Damage for Bookmobile
- Excess Liability (\$4 million of coverage over the primary coverage of \$2 million annually)

Staff did not seek alternative providers of these coverages this year. The relationship with ICAP is satisfactory, and is now paying off monetarily in the form of rebates.

The renewal quotation costs by area of coverage are presented below.

	<b>10-11 General Liability</b>	<b>11-12 Budget</b>	<b>11-12 Proposal</b>
<b>General Liability</b>	\$159,275	\$161,500	\$157,621
<b>Auto</b>	61,057	58,355	50,566
<b>Transit</b>	109,864	112,990	123,798
<b>Public Officials</b>	23,710	27,400	23,611
<b>Law Enforcement</b>	23,969	28,000	25,348
<b>Excess</b>	69,463	65,280	75,167
<b>Auto Physical Damage</b>	692	727	554
<b>Property</b>	8099	8158	7,911
<b>Agent Fee</b>	1000	1000	1,000
<b>Bonds</b>	6,173	6173	5,450
<b>Member Distribution</b>	<b>(22,528)</b>	---	<b>(32,763)</b>
<b>Total</b>	<b>\$440,774</b>	<b>\$469,583</b>	<b>\$438,263</b>

ICAP has also provided the attached quotes for six higher limits of liability. It has come to staff's attention that a number of other, larger local governments in Iowa purchase more than the \$6 million limit previously selected by the City. **Because the potential to reach a \$6 million limit is not difficult to imagine, it seems prudent to increase this limit to \$12 million at an additional cost of \$14,679.** This is based on the exposures presented by law enforcement and other third-party liability claims that are inherent in the operation of a municipality. Funding to cover this increase is available within the Risk Management fund available balance.

#### **ALTERNATIVES:**

1. Accept the renewal proposal from the Iowa Communities Assurance Pool, including the \$12 million coverage limit, in the net amount of \$452,942 (\$438,263 + \$14,679).
2. Accept the proposal from the Iowa Communities Assurance Pool in the amount of \$438,263 and retain the \$6 million limit.
2. Accept the proposal from the Iowa Communities Assurance Pool with some other level of additional coverage.
4. Reject the proposal from ICAP and direct staff to seek other quotations for coverage.

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

It appears that obtaining an additional \$6 million of liability coverage for an additional \$14,679 is prudent given the liability exposure from the City's many operations.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving renewal of insurance coverage with the Iowa Communities Assurance Pool in the amount of \$452,836 with a \$12 million limit.

Iowa Communities Assurance Pool (ICAP)  
Quotation Summary  
City of Ames  
Effective Date: 7/01/2011

<u>Coverage Limits</u>	<u>Total Premium</u>
\$6 Million	\$471,026
\$7 Million	\$475,628
\$8 Million	\$478,848
\$9 Million	\$481,214
\$10 Million	\$483,035
\$11 Million	\$484,495
\$12 Million	\$485,705

## COUNCIL ACTION FORM

**SUBJECT: SAFETY AND TRAINING SERVICES CONTRACT**

**BACKGROUND:**

The Risk Management Program's FY 2011/12 operating budget for safety training includes \$162,413 for outside professional services for program development and safety and procedure training for all City departments. The Iowa Association of Municipal Utilities (IAMU) has provided this training for the City over the past seven years. IAMU has knowledge and expertise in the area of federal Occupational Safety and Health Administration (OSHA) program development and safety training for municipal utilities and other City operating departments.

The proposed renewal contract with IAMU calls for a continuation of program development (1,832 hours) and safety training (921 hours) for City departments during FY 2011/12 at a cost not to exceed the approved budget amount of \$162,413.

**ALTERNATIVES:**

1. Approve the contract with the Iowa Association of Municipal Utilities for safety and training professional services during FY 2011/12 at a cost not to exceed \$162,413.
2. Do not approve the renewal contact with IAMU and purchase professional services for safety and training on an informal, as-needed basis.

**MANAGER'S RECOMMENDED ACTION:**

IAMU has done a cost-effective job of providing professional services for program development and safety training for the City's various departments. The FY 2011/12 services are part of a multi-year plan for strengthening safety throughout the organization. **These services continue our effort to protect City employees in compliance with existing laws.**

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the contract with the Iowa Association of Municipal Utilities for professional services for safety and training during FY 2011/12 at a cost not to exceed \$162,413.

Iowa Association of Municipal Utilities Training Class Selection  
2011-2012  
921 Hours\*

CPR/AED/First Aid  
Chains and Slings  
Rigging  
Personal Protective Equipment  
Lockout/Tagout  
Hazard Communication  
Hearing Conservation  
Bloodborne Pathogens  
Emergency Preparedness  
Confined Spaces  
Excavation & Trenching Safety/Competent Person  
Respiratory Protection  
Ergonomics  
Laboratory Safety  
Welding Hot Works  
Fall Protection  
Work Zone Safety  
Forklift Operator Safety  
Flagger Safety  
Tool Safety – Hand & Power, Poletop and Bucket Truck Operation & Safety  
High-voltage Personal Protective Equipment and Lockout/Tagout  
Defensive Driving  
Fire-retardant clothing,  
Tree trimming  
Chainsaw safety  
New & Seasonal employee safety orientation  
Asbestos  
Backhoe Safety  
Fire Extinguisher training  
Ladder Safety  
Material Handling and Storage  
OSHA mock walkthrough  
Recognizing workplace safety and health hazards  
Scaffolding  
Skid loader operation and safety  
End loader safety  
Slips, trips & Falls,  
SPCC for oil handlers  
Battery storage and hazards

\* Part of the proposed hours are for training and education for safety committee members on what makes an effective safety committee and to train and establish ergonomic teams made up of committee members.

### Consultation

Consultation hours include time spent on incident investigation (when requested), safety committee meetings, safety audits and inspections, walkthroughs, special projects, review programs, any safety issues presented by management, FM Global safety follow-up items, and safety issues brought up by insurance representatives.

IAMU instructors work closely with department managers and supervisors to help resolve safety problems or questions that arise from day-to-day operations. Many managers call and ask advice or ask for assistance on many different safety related problems. Essentially, IAMU acts as a Safety Coordinator for many departments.

**City of Ames**  
**Safety Program COMPLETION REPORT**

**CITY HALL PROGRAM DEVELOPMENT**

Iowa Association of Municipal Utilities, 1735 NE 70th Ave, Ankeny, IA 50021. Contact Dave Hraha, IAMU Program Director for content explanation, 515/289-1999 or cell# 515/210-8567.

**LAST REVISED: 6/24/2011**

PROGRAM DEVELOPMENT	Dept.	Dept.	Dept.	Dept.	Dept.	Dept.	Dept.	Dept.	Dept.	Dept.	Dept.	Dept.	Dept.	Dept.	Dept.	Dept.	Dept.	Dept.	Dept.	Hours
Program Mandatory	Golf Course	Pools	Airport	Fire	Ice Arena	City Hall Maint.	City Mgr. & Clerk	Comm. Center	Cy-Ride Bus Driv.	El. Ad. & Eng.	Finance	HR	Inspect.	Legal	Library	Plan. & Housing	Police	Public Works	Purchas.	Hours
Personal Protective Equipment	2	2	0	16	2	2	2	0	0	2	0	0	2	0	0	0	0	0	0	30
Lockout/Tagout	2	2	0	2	0	2	0	0	2	2	0	0	0	0	0	0	0	0	0	12
Hazard Communication	2	2	0	0	2	2	0	2	2	2	0	0	2	0	0	0	0	0	2	18
Hearing Conservation	2	0	0	2	2	2	0	0	0	2	0	0	2	0	0	0	0	0	0	12
Bloodborne Pathogens	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	38
Emergency Action Plans	16	16	24	16	16	8	8	8	8	8	8	8	8	8	16	8	16	8	8	216
Confined Space Entry - Permit Required	0	0	0	2	0	0	0	0	0	0	0	0	2	0	0	0	2	0	0	6
Excavation & Trenching Safety	0	0	0	16	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	16
Respiratory Protection	0	0	0	16	0	4	0	0	0	0	0	0	4	0	0	0	0	0	0	24
																2007-11 Total City Hall Program Hrs				372
Waste Management / Disposal	0	0	24	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	8	32
Process Safety / EPA Risk Management (1910.119 for chemical list) and/or Change Management System	0	0	0	0	16	0	0	0	0	0	0	0	0	0	0	0	0	0	16	32
<b>OSHA Program or Policy Required (OSHA requires employers to address these topics but may not need a specific written plan).</b>																				
Ergonomics	2	2	0	2	2	2	0	0	0	0	0	0	0	0	0	0	2	0	0	12
Fire Prevention Plan	4	4	0	0	4	2	2	2	2	2	2	2	2	2	2	2	4	2	2	42
Welding (Hot Works) Program	0	0	0	0	0	8	0	0	0	0	0	0	0	0	0	0	0	0	0	8
																2011-12 Total City Hall Program Hrs				126
Fall Protection	0	0	0	32	0	4	0	0	0	0	0	0	4	0	4	0	0	0	0	44
Contractor Safety Program	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Indoor Air Quality	0	0	0	16	0	0	0	0	0	0	0	0	8	0	0	0	8	0	4	36
Inspections (General)	1	1	0	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	18
Safety and Health Program	2	2	0	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	36
																2012-13 Total City Hall Program Hrs				134

**COLOR KEY:**

Completed	
2011-12	
2012-13	

Completed	
2011-12	
2012-13	



**COUNCIL ACTION FORM**

**SUBJECT:    EXCESS WORKERS' COMPENSATION INSURANCE**

**BACKGROUND:**

The City purchases excess Workers' Compensation insurance coverage through Safety National to cover catastrophic events that result in either extremely severe work related injuries or involve injuries to multiple employees. Our current policy expires on 7/1/2011.

Safety National's renewal quotation is based on annual payroll and on a review of our loss runs during 2010/2011. Because the City's payroll is up from \$1.1 million to \$1.3 million, we are seeing a slight increase in the annual premium. The options in the rates shown below reflect a difference in the per occurrence retention amount. The first option has a higher rate per \$100 of payroll but retains the retention amount at \$450,000 per occurrence. The second option keeps the rate per \$100 per payroll the same as the expiring policy, but increases the retention amount to \$475,000 per occurrence.

<u>Rate per \$100 of Payroll</u>	<u>Insured's Retention</u>	<u>Annual Premium</u>
\$0.161 (Current)	\$450,000 (Current)	\$53,042 (Current)
\$0.1706	\$450,000	\$57,818
\$0.161	\$475,000	\$54,564

Safety National has an A.M. Best rating of A-x (Excellent) and is also recommended to staff by our Workers' Compensation Claims processor, EMC Risk Services.

Payment of the premium will be made from the Risk Management fund. That expense will then be allocated to departmental budgets based upon loss history and the probability of a catastrophic workers compensation event.

**ALTERNATIVES:**

1. Accept the quote from Safety National with a \$475,000 retention and an annual premium of \$54,564.
2. Accept the quote from Safety National with a \$450,000 retention and an annual premium of \$57,818.
3. Reject both options and direct staff to search for other alternatives.

**MANAGER'S RECOMMENDED ACTION:**

While the City's long-term workers compensation claims experience has been favorable, the possibility exists that a catastrophic accident could severely injure one or more employees. Should that occur, the costs would need to be borne from the City's operating budget. Purchasing excess Workers Compensation coverage protects our taxpayers and utility customers from this risk.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, thereby accepting the quote from Safety National with \$475,000 retention and an annual premium of \$54,564.

You will note that the retention limit per occurrence is recommended to be increased from \$450,000 to \$475,000. Should a catastrophic accident occur, it is impossible to predict how much such a claim could cost the City. Financially, the City could absorb a \$475,000 claim, but not the million dollar claim. This option gives the city a lower rate per \$100 in payroll and a smaller total premium amount while still providing the protection we seek.