AGENDA
REGULAR MEETING OF THE AMES CITY COUNCIL
COUNCIL CHAMBERS - CITY HALL
JANUARY 24, 2012

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.

CONFERENCE BOARD MEETING

CALL TO ORDER: 6:30 p.m.

1. Roll Call
2. Motion approving minutes of the December 13, 2011, meeting
3. Discussion of City Assessor's budget proposals:
   a. Motion approving recommendations of Assessor's report
   b. Motion to receive proposed budget (adoption of budget will occur after hearing is held)
   c. Motion to set 6:30 p.m. on February 28, 2012, as date of public hearing on proposed FY 2012/13 City Assessor's budget

COMMENTS:

ADJOURNMENT:

REGULAR MEETING OF AMES CITY COUNCIL*

*The City Council's Regular Meeting will immediately follow the Conference Board Meeting.

PROCLAMATION:
1. Proclamation for "Take Your Child to the Library Day," February 4, 2012

CONSENT AGENDA: All items listed under the consent agenda will be enacted by one motion. There will be no separate discussion of these items unless a request is made prior to the time the Council members vote on the motion.
2. Motion approving payment of claims
3. Motion approving Minutes of Regular Meeting of January 10, 2012, and Special Meetings of January 7, 2012, and January 17, 2012
4. Motion approving Contract Change Orders for January 1-15, 2012
5. Motion approving renewal of the following beer permits, wine permits, and liquor licenses:
   a. Class C Liquor – The 5 & Dime, 115 5th Street
   b. Class C Liquor & Outdoor Service – West Towne Pub, 4518 Mortensen Road, Suite 101
   c. Class C Liquor & Outdoor Service – Dublin Bay, 320 South 16th Street
   d. Special Class C Liquor & Outdoor Service – Black Market Pizza, 2610 Northridge Parkway

   e. Class E Liquor, C Beer, & B Wine – Campustown Liquor, 218 Welch Avenue, Suite 3
   f. Class C Liquor & Outdoor Service – Mickey's Irish Pub, 109 Welch Avenue
6. Resolution approving and adopting Supplement No. 2012-1 to Ames *Municipal Code*
7. Resolution approving appointment of Council Member Victoria Szopinski to Story County Decategorization Empowerment Board
8. Resolution approving appointment of Council Member Victoria Szopinski to **Ames Reads** Steering Committee
9. Resolution approving Investment Report for quarter ending December 31, 2011
10. Resolution approving policy update on definition of retirement age for Utility Retirement Plan
11. Resolution approving extension of contract for Sustainability Coordinator to June 30, 2012
12. Resolution approving preliminary plans and specifications for Main Street Alley (Kellogg Avenue to Douglas Avenue); setting February 22, 2012, as bid due date and February 28, 2012, as date of public hearing
13. Resolution awarding contract to Tri-City Electric Company of Iowa, of Davenport, Iowa, in the amount of $127,500.00 for Breaker and Relay Maintenance for Power Plant
14. Resolution awarding contract to Alstom Power, Inc., of Windsor, Connecticut, in the amount of $94,520.64 for Power Plant Unit No. 7 Coal Mill Parts
15. Resolution approving Change Order No. 1 for Power Plant Ash Hauling Services
16. Resolution accepting final completion of Substation Control Panel Installations
17. Resolution accepting final completion of Vet Med Substation Expansion Construction

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.**

ADMINISTRATION:
18. 2011-2016 Capital Improvements Plan:
   a. Receive public input
   b. Motions amending CIP (if requested)
19. Presentation on potential shared logo designs

PERMITS, PETITIONS, & COMMUNICATIONS:
20. Requests from Main Street Cultural District for January Dollar Days:
   a. Resolution approving suspension of parking regulations and enforcement in Central Business District (CBD) from 8:00 a.m. to 6:00 p.m., Thursday, January 26, through Saturday, January 28
   b. Motion approving Blanket Temporary Obstruction Permit for CBD sidewalks from 8:00 a.m. to 6:00 p.m., January 26 - 28
   c. Motion approving Blanket Vending Permit for entire CBD for January 26 - 28
   d. Resolution approving waiver of fee for Blanket Vending Permit
21. Motion approving 5-Day Class C Liquor License for Olde Main Brewing Company at CPMI Event Center, 2321 North Loop Drive
22. Motion approving 5-Day Class C Liquor License for Olde Main Brewing Company at Reiman Gardens, 1407 University Boulevard
23. Motion approving Class C Liquor License & Outdoor Service for Oddfellows, 823 Wheeler Street

HEARINGS:

24. Hearing on Zoning Ordinance text amendment to add new minimum off-street parking requirement for residential units in independent senior living facilities:
    a. First passage of ordinance (second and third readings and adoption requested)
25. Hearing on proposed Loan and Disbursement Agreement in a principal amount not to exceed $11,425,000 (Water Revenue):
    a. Resolution entering into Loan and Disbursement Agreement
26. Hearing on proposed conveyance of land to the USDA:
    a. Resolution approving the disposal of Parcels 05-25-400-200 and 05-25-400-140, pursuant to a Land Exchange Agreement between the City of Ames and the United States Government
27. Hearing on Unit No. 8 Air Heater Baskets Installation:
    a. Resolution approving final plans and specifications and awarding contract to Plibrico Company, LLC, of Omaha, Nebraska, in the amount of $29,182.00
28. Hearing on Vet Med Substation Capacitor Banks:
    a. Resolution approving final plans and specifications and awarding contract to Controllix Corporation of Walton Hills, Ohio, in the amount of $218,379.00, plus applicable sales taxes

TRANSIT:

29. Resolution approving Contract with URS Corporation in an amount not-to-exceed $462,509 for architectural/engineering services for the CyRide Facility Construction project

PLANNING & HOUSING:

30. 2012/13 Proposed Annual Action Plan Projects for Community Development Grant Program:
    a. Resolution setting May 8, 2012, as the date of public hearing
31. Staff report on parking requirements for expansion of existing buildings

POLICE:

32. Staff report on penalties for parking

PUBLIC WORKS:

33. Staff report on Utility Extensions:
    a. East Ames industrial area
    b. North Ames residential area

WATER & POLLUTION CONTROL:

34. Resolution approving Agreement with Benesch Engineering to facilitate Value Planning for new Water Treatment Plant

COUNCIL COMMENTS:

ADJOURNMENT:

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

MINUTES OF THE SPECIAL MEETING OF THE
AMES CONFERENCE BOARD,
SPECIAL JOINT MEETING OF THE AMES CITY COUNCIL AND ELECTRIC UTILITY OPERATIONS REVIEW AND ADVISORY BOARD (EUORAB), AND
REGULAR MEETING OF THE AMES CITY COUNCIL

AMES, IOWA **DECEMBER 13, 2011**

SPECIAL MEETING OF THE AMES CONFERENCE BOARD

The Special Meeting of the Ames Conference Board was called to order by Chairperson Ann Campbell at 6:00 p.m. on December 13, 2011. Present from the Ames City Council were Davis, Goodman, Larson, Mahayni, Orazem, and Wacha. Representing the Ames School Board were Espeset and Talbot. The Story County Board of Supervisors was represented by Clinton and Toot. Gilbert School District and United School District were not represented.

Chairperson Campbell referenced a memo from City Attorney Doug Marek that had been placed around the dais, which clarified what constituted a quorum of the Conference Board.

FY 2011/12 BUDGET AMENDMENTS: Chairperson Campbell opened the public hearing. No one asked to speak, and the hearing was closed.

Moved by Mahayni, seconded by Clinton, to approve amendments to the FY 2011/12 budget for the Ames City Assessor's Office, as follows: Increase the Data Processing line item by $2,500 and the Assessment Appeals line item by $30,000.
Roll Call Vote: 3-0. Motion declared carried unanimously.

ADJOURNMENT: Moved by Clinton, seconded by Davis, to adjourn the Ames Conference Board meeting at 6:04 PM.
Vote on Motion: 3-0. Motion declared carried unanimously.

City Assessor's 2012-2013 Annual Report
To the Ames City Conference Board

Conference Board Members

Chairperson:
Ames Mayor Ann Campbell

Ames City Council:
Jeremy Davis, Matthew Goodman, Jami Larson, Victoria Szopinski, Peter Orazem, Tom Wacha

Story County Board of Supervisors:
Wayne Clinton, Rick Sanders, Paul Toot

School Boards of Directors:

Ames:
Rodney Briggs ● Luke Deardorff ● Mike Espeset ● David Putz ● Teresa Simpson ● Bill Talbot ● Dan Woodin

Gilbert:
Tanya Austin ● Marcia DeZonia ● Tyler Holck ● Kim Mosiman ● Mary Zimmerman

United:
Valerie Brewer ● Marvin Davis ● Leonard Larsen ● Ron Miller ● Kathy Toms

Ames City Assessor's Budget Proposal for the 2012-2013 Fiscal Year
For the Conference Board meeting at 6:30 p.m. on January 24, 2012

The following report outlines the structure, programs, duties and activities of the Ames City Assessor's Office.

The Mini Conference Board met January 4, 2012, to review the Assessor's budget proposal. Members present were Jami Larson, Ames City Council; Bill Talbot, Ames School Board of Directors; Rick Sanders, Story County Board of Supervisors; and Greg Lynch, Ames City Assessor. Also present were Dawn Tank (City Assessor) and Brenda Swaim (City Assessor).

For Conference Board Members, minutes from the Mini Conference Board meeting were included with the *2012-2013 Annual Report*. The public may view the minutes by visiting the Ames City Assessor's Office in City Hall.

CONFERENCE BOARD

Iowa assessment laws can be found in Chapter 441 of the *Iowa Code*. Other chapters affect the process and there are numerous administrative rules. The *Code* creates a Conference Board for each county. City Assessors are optional for cities with populations over 10,000. City Assessors are created by ordinance and a Conference Board is automatically created. The City Conference Board includes the City Council, School Board of Directors and County Board of Supervisors. The Mayor is chairperson. **The Conference Board votes as three voting units, with a majority of the members present for each unit determining the unit's vote. At least two members of a voting unit must be present in order to vote. A quorum is reached when at least two members from two units are present.**

The Conference Board must meet annually to propose a budget for publication. The Board must meet again to hold a budget hearing and approve a budget. The Ames City Conference Board has used a subcommittee called the Mini Conference Board to facilitate the budget discussion. Each of the three voting bodies appoints one member to the Mini Board to conduct a preliminary meeting to discuss budget proposals with the Assessor and report back to their full body. The Mini Board has also been used to draft a personnel policy handbook and advise the Assessor on policy issues.

The Conference Board appoints the Assessor, Examining Board and Board of Review. The Examining Board is activated when the Assessor position is vacant, or in the unlikely event of a Deputy Assessor appealing a termination or disciplinary action.

BOARD OF REVIEW

The Ames Board of Review has five members. Members are appointed for staggered six-year terms. The *Code* requires members to have different occupations, and that at least one is experienced in real estate or construction. The Board of Review meets annually in a limited time frame to hear appeals. Most decisions from the Assessor can be appealed; for example, values, classification and exemptions. The expiration date for each member is:

Vacant	12/31/2012	Tom Carey	12/31/2016
Lowell Greimann	12/31/2013	Vacant	12/31/2017
Thomas Jackson	12/31/2014		

Roy Zingg's term expired 12/31/2011. He is willing to serve a second term. We wish to thank Roy for his six years of service and for agreeing to continue to serve. Joan Burrell has resigned from the Board. Her term was to end on December 31, 2012. The Conference Board will have to appoint someone to fulfill Joan's term and reappoint Roy.

ASSESSOR

The Conference Board appoints, or reappoints, an assessor for a six-year term. Iowa assessors are required to pass a comprehensive examination before being eligible to be appointed. In order to be reappointed, 150 hours of state-approved continuing education, of which at least 90 hours must be tested courses, are required during the six-year term.

The main duties of the Assessor are to classify and value all taxable property in the assessment jurisdiction. Iowa law requires reassessment in odd-numbered years and notification of changes of value in even-numbered years. Even-numbered year changes are typically new construction or renovation of existing structures. In odd-numbered years, the Ames office recalculates values and sends notices to property owners.

In addition, the Assessor administers multiple exemption programs. The most common is the homestead credit and military service exemption. Less common, but more problematic, are exemption claims for religious and charitable organizations.

In the course of classifying and valuing property in Ames, extensive property-related information is acquired. Public information laws require, and common sense dictates, that most of this information be readily available for review. This often involves considerable time and effort, but it is an essential part of the operation.

It is also important for the Conference Board members to fully understand what the Assessor does not do:

- Does not calculate or collect taxes.
- Does not set the level of value – the Assessor measures the level of value, as indicated by sales of real property in Ames.
- Does not make the laws and rules for assessments.

The most visible function of the office tends to be providing information to the public via the Internet or through requests in the office. However, the first priority and the primary effort of the office is discovering changes in real property; such as new construction, and maintaining the classification and values for the entire tax base of Ames.

In summary, the Assessor has a variety of duties and functions and is an integral component of local government operations.

VALUATION

The tax base changes from 2010 to 2011 were as follows:

Ames Taxable Valuations by Class: 100% Assessed Values (in Thousands of Dollars)				
Class	**2010 Actual**	**2011 Actual**	**Difference 2010 to 2011**	**% Change**
Ag Land & Outbuildings	$ 2,069	$ 2,724	$ 655	31.7%
Residential & Ag Dwellings	$ 2,479,463	$ 2,510,877	$ 31,414	1.3%
Commercial	$ 821,428	$ 817,190	$ (4,238)	-0.5%
Industrial	$ 129,708	$ 132,578	$ 2,870	2.2%
Railroads & Utilities Minus Gas & Electric	$ 10,816	$ 12,288	$ 1,472	13.6%
Total Except Gas & Electric	$ 3,443,484	$ 3,475,658	$ 32,173	0.9%
Gas & Electric Valuation	$ 5,825	$ 6,202	$ 377	6.5%
100% Assessed Values Total	**$ 3,449,309**	**$ 3,481,860**	**$ 32,551**	**0.9%**
T.I.F Value Not Included	***$0***	***$0***	***$0***	

Source: Iowa Department of Management Report for Story County, January 11, 2012.

Ames Taxable Valuations by Class: Rolled Back or Taxable Values (in Thousands of Dollars)				
Class	**2010 Actual**	**2011 Actual**	**Difference 2010 to 2011**	**% Change**
Ag Land & Outbuildings	$ 1,428	$ 1,567	$ 139	9.8%
Residential & Ag Dwellings	$ 1,203,281	$ 1,274,315	$ 71,034	5.9%
Commercial	$ 821,428	$ 817,190	$ (4,238)	-0.5%
Industrial	$ 129,708	$ 132,578	$ 2,870	2.2%
Railroads & Utilities Minus Gas & Electric	$ 10,816	$ 12,288	$ 1,472	13.6%
Total	$ 2,166,661	$ 2,237,939	$ 71,278	3.3%
Military Exemptions	$ (2,164)	$ (2,727)	$ (563)	26.0%
Taxable Total Except Gas & Electric	$ 2,164,497	$ 2,235,212	$ 70,715	3.3%
Gas & Electric Valuation	$ 5,825	$ 6,202	$ 377	6.5%
Taxable Values Total	**$ 2,170,322**	**$ 2,241,414**	**$ 71,092**	**3.3%**
T.I.F Value Not Included	***$0***	***$0***	***$0***	

Source: Iowa Department of Management Report for Story County, January 11, 2012.

Agricultural values increased primarily due to revaluation. 69.0152% of the assessed value was taxed for 2010 (taxes payable fall of 2011 and spring of 2012). The 2011 rollback factor is 57.5411%. The net result is an increase of 9.8% of taxable value for 2011.

Residential assessed values increased 1.3% overall (shown on first table on this page under Residential & Ag Dwellings). This was mainly due to new construction and permit work. The table on the following page explains the change in taxable value by category. 48.5299% of the assessed value was taxed for 2010 (taxes payable fall of 2011 and spring of 2012). The 2011 factor is

50.7518%. This increase in the rollback is the primary driver of the net 5.9% change in taxable value (shown on the second table on the previous page under Residential & Ag Dwellings) from 2010 to 2011.

Commercial assessed values experienced a minimal net decrease of about 0.5% overall (shown on the previous page) The continued conversion of apartments to either condominiums or cooperative housing caused a 1.3% reduction, but this was offset by a 1.6% increase in new construction (shown on the table on this page). The rollback did not change, and remains at 100%.

Industrial assessed values increased slightly by 2.2%.

A more detailed description of the reasons for the value changes for each class is illustrated in the following chart:

Class	2010 Taxable Value (in Thousands)	2011 Taxable Value (in Thousands)	Change from Revalue of Existing Property	Change from Class Transfers & Annexation	Net Change from New Construction & Buildings Removed	Change from Rollback Percentage	Change from New & Expiring Exemptions, TIF, Court Reductions, Equalization	Total Change 2010 to 2011 (in Thousands)
Residential	**$1,203,281**	**$1,274,315**	($5,512)	$5,090	$11,341	$55,789	$4,326	***$71,034***
% Changes			*-0.5%*	*0.4%*	*0.9%*	*4.6%*	*0.4%*	***5.9%***
Commercial	**$821,428**	**$817,190**	($7,749)	($10,769)	$13,327	$0	$954	***($4,238)***
% Changes			*-0.9%*	*-1.3%*	*1.6%*	*0.0%*	*0.1%*	***-0.5%***
Industrial	**$129,708**	**$132,578**	($18)	$0	$0	$0	$2,888	***$2,870***
% Changes			*0.0%*	*0.0%*	*0.0%*	*0.0%*	*2.2%*	***2.2%***
Agricultural	**$1,428**	**$1,567**	$271	($29)	$0	($313)	$210	***$139***
% Changes			*19.0%*	*-2.0%*	*0.0%*	*-21.9%*	*14.7%*	***9.8%***
Totals	**$2,155,845**	**$2,225,651**	**($13,007)**	**($5,708)**	**$24,668**	**$55,477**	**$8,377**	***$69,806***
% Changes			**-0.6%**	**-0.3%**	**1.1%**	**2.6%**	**0.4%**	***3.2%***

Note: *Does not include state-assessed property*

Sources: 2011 Abstract of Assessment; 2011 Reconciliation Report.

Excluding railroads and utilities, the overall change for the upcoming fiscal year is 3.2% more taxable value.

DEPARTMENT ACTIVITIES

Revaluation of existing properties is continuous. Staff has been busy this fall and winter measuring, listing and valuing new construction and remodeled properties. The staff is constantly engaged in acquiring information about building changes, construction costs, selling prices and terms, and numerous other items that affect market value. Sales information is reviewed and investigated through letters and inspections. Due to the efforts of the entire staff, the Ames City Assessor's Office consistently ranks among the most uniform and equitable assessments in the state.

The new construction segment of the residential market demonstrated a downward trend during 2011. The table on **Attachment "D"** shows the quarterly sales activity. This report indicates that the overall sales volume for new homes has decreased 56% from 43 in 2010 to 19 in 2011. The price per square foot is the most reliable indication of price increase. Annual percentage changes and cumulative changes since 1995 are the right two columns. The report shows that the sales price for new homes decreased. The average new home price is down approximately 5.6% as compared to 2010 (shown in the row heading “New construction sales”).

The overall sales volume for existing homes reversed a three year downward trend. There were 497 sales in 2011 compared to 489 in 2010. This indicates that the overall sales volume for existing homes increased 1.64%. The average sale price per square foot had a slight decrease of 1.2%, from $121.54 in 2010 to $120.03 in 2011 (shown in the row heading “Existing houses”). The median sales price showed a slight increase of 1.3% from $159,000 in 2010 to $161,000 in 2011 (shown in the row heading “Median Price”). This coupled with a median sales ratio of 99.8 % for sales that are believed to be included in the Iowa Department of Revenue’s sale ratio analysis for equalization leads me to the conclusion that residential revaluation for January 2012 isn’t necessary.

In regards to our commercial properties, based on information provided by the Iowa Department of Revenue in July of 2011 and on other sales that have occurred in 2011, I estimate our median sales ratio to be 101.3%. This is down from a year ago when it was 102.8%. All indications are that the economy will continue to strengthen which should produce upward movement in occupancies, resulting in a slight increase in values. Because of this, it is my belief that the median ratio will move closer to 100% during 2012, without any city wide revaluation.

We successfully installed and used new real estate software named Incode, which is produced by Tyler Technology. This software is housed on a computer located in the Story County Administration Building.

Recently, we have been working with Tyler to convert to their new Microsoft.Net based software. This is a vastly improved product which should enable us to complete the data entry of values and other information necessary for our annual Abstract and Reconciliation reports in a much more efficient fashion. This information is also relied upon by the County Auditor and Treasurer. This conversion is scheduled to take place in July.

We have also completed the following:

- Migrated our web presence on www.cityofames.org to the new format.
- Compiled detailed documentation for standardized entry of our residential cards into our new CAMA software and modified CAMA software to meet our needs.
- Migrated digital map projects (GIS and Pictometry), programs, and processes from county servers to servers located at City Hall, revising scripts and network paths.
- Implemented upgrade from Office 2003 to Office 2007.
- Created new real estate data files from new data sources and revised data sources for several important mail merge documents (assessment roll, appointment letters, and others).
- Upgraded SQL server license in order to create a countywide InStar file at both city and county.
- Network issues resolved.
- Began posting commercial sales in new CAMA software for display on Internet.

Development of the website (www.amesassesor.org) continues. This continues to be our most active method of communication with the public. The data files created for the website are the backbone of real property information for several city and county departments. Map files are uploaded regularly from the Story County Auditor’s files and data files are uploaded nightly from the county’s real estate system and both assessors’ offices. Digital photos for most properties are available on our website, but continue to require ongoing maintenance. In addition to our color aerial photography, we now have oblique photography available on our website. In the short three months that this tool has been on our site, there have been 4,520 images viewed.

STAFF

The full-time employees of the City Assessor's Office and their starting dates as full-time employees with the Assessor's office are:

• Gregory P. Lynch, City Assessor	February	2006
• W. Paul Overton, Chief Deputy Assessor	May	1999
• Brenda M. Swaim, Deputy Assessor	December	1996
• Mitchel K. Friedow, Appraiser II	October	1998
• Dawn M. Tank, Office Assistant II	January	2004
• Judy K. Heimerman, Office Assistant I	January	1990

The current City Assessor's term expires December 31, 2014.

BUDGET PROPOSAL

Attachment "A" is the budget expense proposal. Explanations for various line item expenses follow:

Salaries: The Consumer Price Index (CPI), published by the Bureau of Labor Statistics of the U.S. Department of Labor, shown in a news release dated December 16, 2011, indicates an increase of 3.4% since November of 2010. The expense items for the Assessor and all other staff are budgeted with a 1.50% cost of living increase and a 1.00% merit pool, for a total of 2.50%, which is lower than the increase indicated by the CPI. (As always, exact salaries for staff will be based upon individual evaluations.)

I have strongly encouraged our appraisal staff to seek professional appraising and real estate designations, and would like to reward their efforts by establishing a onetime bonus of $1,000 for each professional designation obtained. Qualifying designations would be Member of the Appraisal Institute (MAI) or Senior Residential Appraiser (SRA) awarded by Appraisal Institute; Certified Assessment Evaluator (CAE), Residential Evaluation Specialist (RES) or Assessment Administration Specialist (AAS) awarded by IAAO; Certified Commercial Investment Member (CCIM) awarded by National Association of Realtors.

For the Office Assistants, a designation as a Certified Administrative Professional (CAP) awarded by the International Association of Administrative Professionals (IAAP) would trigger the $1,000 bonus.

Paul Overton was awarded the RES in March of 2011. I have included a $1,000 for him.

The salaries of our other employees have the $1,000 included, but wouldn't be paid unless designation was achieved. I have excluded myself in this process.

Board of Review salaries are $17.50 per hour. There is also a clerk to take the minutes. For budgeting purposes, we estimate that the clerk will need to put in 1.5 times the hours of the Board. The clerk is paid at a rate of $15.00 per hour.

During 2012-2013, we will need to employ three interns to assist us with entering the data from the residential cards into ProVal and scanning our approximately 16,000 property record cards. I have estimated this expense to be $33,000 and it's included in the "Staff" line item.

Taxable Fringe Benefits: This line includes mileage allowance for three of the full-time employees who use their private auto for work purposes. Employees must provide a copy of their insurance card and driver's license annually. In return for maintaining liability insurance and a dependable vehicle that is available to the employee during working hours, each full-time employee is paid monthly as follows (less mileage reimbursement *):

Assessor	$100
Deputies (2)	$90

Additionally, this line includes a monthly cell phone allowance of $25.00 a month for the four full-time staff that have regular duties outside the office. The allowance is paid if the employee has a cell phone available for office use during work hours.

Health Insurance: The amount budgeted last year was based on our current staffing and use levels. I received notice that we could expect a 5% increase in health insurance costs for the upcoming fiscal year.

This also includes a pro-rated amount of the group workers' compensation insurance for the fiscal year.

Life and Disability Insurance: This line represents life and disability insurance from the city for all full-time employees.

Board of Review Expenses: This line represents payment of the Board's mileage, postage and supplies. For 2013 to help reduce paper waste, the office will be purchasing five laptops or iPads for the Board to use during their time in session. The cost for this plus software comes to $4,800.

Supplies, Telephone, Etc.: These amounts are mostly self-explanatory. Most are based on past experience and the city's estimate of charges for next year.

*** Mileage:** This line represents reimbursement to employees who use their personal auto for work purposes. It is paid at the current IRS rate. (As of July 1, 2011, the rate is $0.555 per mile.)

Mitch Friedow, appraiser, has been using a pool vehicle provided by the city whenever possible. The rate for it is $0.45 per mile.

Data Processing & Software: This line typically includes the maintenance on existing software and upgrades as well as payments to the City's Information Technology Department for use of the network within City Hall. It also now includes the cost of using City IT for our needs. The following is a list of the major components:

City information services (Network, Lotus Notes, IT Needs)	$21,800
Estimated CAMA software & ongoing support costs	$16,000
Pictometry Aerial Photography	$ 7,200
Fiber Connection to Story County	$ 3,600
Consulting (Miscellaneous IT Issues)	$10,000
Total of Major Components (Rounded)	$58,600

Assessment Appeals:

Property Assessment Appeal Board

For 2011, 354 cases were filed with the Property Assessment Appeal Board. 342 are residential apartment condominium units located in 9 complexes. Two are cooperatives, containing a total of 142 apartment units. These are all scheduled to be heard starting on January 23rd, but a continuance agreed to by both sides has been asked for.

There are nine commercial cases, shown in the following table. None of these have been scheduled for hearings yet.

05-27-476-035	3015 Grand Avenue	Walmart Property Tax Dept (David Hebert)
05-34-227-120	2719 Grand Avenue	Walgreens #12108
09-11-100-115	620 Lincoln Way	Midwest Centers, L.P. (Frederick Anderson)
09-11-210-020	320 S. Duff Avenue	Target Corporation (Dayton Hudson)
09-11-251-300	534 S. Duff Avenue	Walmart Property Tax Dept (David Hebert)
09-11-375-100	1315 Buckeye Avenue NKA: 1311 Buckeye Ave 1333	FHS Ames 2, LP (Carla Bishop)
09-11-380-030	1404 Buckeye Avenue	FHS Ames 2, LP (Carla Bishop)
09-11-380-040	1410 Buckeye Avenue	FHS Ames 2, LP (Carla Bishop)
09-14-175-025	305 Airport Road	Walmart Property Tax Dept (David Hebert)

The new Super Wal-Mart parcel (534 S. Duff Avenue) is still unresolved from 2010.

District Court

The Barilla Pasta manufacturing plant is the one case appealed to District Court in 2011.

Contingency: This line is used for recurring and non-recurring expenses that do not fit a regular category. We estimate this at $1,500.

GIS AND MAPPING

The MAPS Committee is an ongoing project funded through the special appraiser's fund. From 1993 until 2010, the Ames City Assessor's Office paid 50% and the Story County Assessor's Office paid the other 50% of the operating expenses. At a special Conference Board meeting on March 31, 2011, an amended Intergovernmental 28E agreement was enacted. According to the provisions contained in it, our office is responsible for the following:

Support Assurance (Story County)	$ 6,300
Web Hosting (The Schneider Corporation)	$ 5,100
Basic System Support (The Schneider Corporation)	$ 1,000
Total Funding	$12,400

We have contracted with Pictometry to have new aerial photographs flown this March. We will be paying $7,166 per year for the next three years to cover this project. We have embarked on what we hope is now a three year cycle for aerial photography.

SOURCES OF FUNDS AND BALANCES

Attachment "B" is an explanation of the funds and balances used and proposed. The projected ending balance is about 30% of the annual budget for **Attachment "B".** We feel this amount of reserves is adequate.

A copy of the official budget detail form to be published is **Attachment "C".**

CITIZEN SURVEY & EVALUATION

The Conference Board requires an annual survey of citizens and an evaluation of the Assessor by the Conference Board. The annual survey was performed recently and the results follow this report (**Attachment "E"**).

Of the 100 forms mailed, 30 were returned. All comments written on the returned survey forms are included. In addition, material concerning the use of the Assessor's website (www.amesassessor.org) has been included.

Submitted January 17, 2012, by Gregory P. Lynch, Ames City Assessor.

AMES CITY ASSESSOR

2012–2013 BUDGET PROPOSAL

Item	FY 10-11 Actual	FY 11-12 Budget	FY 11-12 Actual Expenses for the First 6 Months	FY 11-12 Projected Expenses for the Year	FY 12-13 Proposed Budget	% of Change Between Proposed & Current Budget
Assessor	$ 110,500	$ 113,828	$ 56,914	$ 113,828	$ 116,662	2.5%
Deputies	154,778	159,442	79,716	159,432	163,436	2.5%
Staff	170,218	191,158	79,401	181,150	195,084	2.1%
Longevity	1,380	1,540	750	1,540	1,660	7.8%
Professional Designation Bonuses	-	-	-	1,000	4,000	N/A
GIS Coordinator *	33,527	3,453	-	-	-	N/A
Board of Review	4,113	6,600	-	4,500	6,600	0.0%
Overtime Pay **	-	-	-	-	2,500	N/A
Taxable Fringe Benefits	3,090	4,560	1,692	4,032	4,560	0.0%
Employer's Flex Benefits *	3,450	580	-	-	-	N/A
F.I.C.A. @ 7.65%	35,613	36,809	15,890	35,534	37,829	2.8%
I.P.E.R.S. @ 8.67%	32,763	38,831	17,537	37,485	42,873	10.4%
Health Insurance & Workers' Comp	68,518	82,925	38,023	77,500	87,100	5.0%
Unemployment Compensation	-	500	-	-	500	0.0%
Life and Disability Insurance	3,482	4,000	1,949	3,900	4,200	5.0%
Total Staff & Related Expenses	**$ 621,432**	**$ 644,226**	**$ 291,872**	**$ 619,901**	**$ 667,004**	**3.5%**
Board of Review Expense	$ 532	$ 750	$ 179	$ 500	$ 5,600	646.7%
Office Supplies	3,371	5,000	1,209	4,000	4,500	-10.0%
Postage & Mailing	631	8,250	228	1,500	8,250	0.0%
Employee Mileage	2,413	5,640	1,330	4,000	5,640	0.0%
Telephone / Communication	7,742	9,000	2,246	8,500	5,400	-40.0%
Data Processing / Software	89,269	70,100	36,535	70,100	84,200	20.1%
Education / Training / Certification	20,996	20,000	8,338	20,000	20,000	0.0%
Office Maintenance (City Hall)	14,906	17,825	7,812	17,825	17,825	0.0%
Equipment (includes maintenance)	22,919	9,000	2,552	8,000	8,000	-11.1%
Assessment Appeals / Court Costs	11,134	60,000	950	60,000	56,000	-6.7%
Contingency	779	1,500	902	1,500	1,500	0.0%
Total Office Expenses	**$ 174,692**	**$ 207,065**	**$ 62,281**	**$ 195,925**	**$ 216,915**	**4.8%**
MAPS & GIS Project	$ 11,318	$ 7,943	$ 9,850	$ 12,400	$ 12,400	56.1%
Total Special Projects	**$ 11,318**	**$ 7,943**	**$ 9,850**	**$ 12,400**	**$ 12,400**	**56.1%**
Total Expenses	**$ 807,442**	**$ 859,234**	**$ 364,003**	**$ 828,226**	**$ 896,319**	**4.3%**

* Starting with FY 12-13 and moving forward, "GIS Coordinator" and "Employer's Flex Benefits" will no longer have amounts allocated to them.
(Per the Amended 28E Agreement, recorded April 12, 2011, the Ames City Assessor will pay a flat fee of $6,300 to Story County for Support Assurance.)

** Starting with FY 12-13 and moving forward, the line item for Overtime Pay will carry a budgeted amount.

Attachment "A"

01/17/2012

AMES CITY ASSESSOR

2012–2013 PROJECTED SOURCE OF FUNDS AND BALANCES

Item	Assessment Expense Fund	Special Appraiser Fund	Total Combined
Beginning Balance 7-1-2011	**$ 143,795**	**$ 175,548**	**$ 319,343**
Estimated Property Taxes	474,730	284,245	758,975
Other Income (Misc, Credits, Etc.)	4,184	2,254	6,438
Transfers In	-	30,000	30,000
Transfers Out	-	-	-
Available Resources	**$ 622,709**	**$ 492,047**	**$ 1,114,756**
Expenses	(488,233)	(351,784)	(840,017)
Estimated Ending Balance 6-30-2012	**$ 134,476**	**$ 140,263**	**$ 274,739**
Estimated Beginning Balance 7-1-2012	**$ 134,476**	**$ 140,263**	**$ 274,739**
Property Tax Levy Proposed	508,086	378,958	887,044
Other Income (Misc, Credits, Etc.)	1,408	1,042	2,450
Transfers In	-	-	-
Transfers Out	-	-	-
Available Resources	**$ 643,970**	**$ 520,263**	**$ 1,164,233**
Expenses	(508,967)	(387,352)	(896,319)
Estimated Ending Balance 6-30-2013	**$ 135,003**	**$ 132,911**	**$ 267,914**

Modified by Assessor after January 4, 2012 Mini Conference Board Meeting

2012–2013 EXPENSES TO BE PAID VIA THE SPECIAL APPRAISERS FUND

Deputy Assessors / Property Review Personnel	$ 199,056
Taxable Fringe Benefits (Deputy Assessors)	2,760
FICA (Deputy Assessors / Property Review Personnel)	15,439
IPERS (Deputy Assessors / Property Review Personnel)	17,497
Data Processing	84,200
Assessment Appeals / Legal Services	56,000
MAPS & GIS Project Total	12,400
Total Expenses for Special Appraisers Fund	**$ 387,352**

Form 673 | Iowa Department of Management

NOTICE OF PUBLIC HEARING -- PROPOSED BUDGET
Fiscal Year July 1, 2012 - June 30, 2013

ASSESSING JURISDICTION: Ames City Assessor

The Conference Board of the above-named Assessing Jurisdiction will conduct a public hearing on the proposed fiscal year budget as follows:

Meeting Date:	Meeting Time:	Meeting Location:
02-28-2012	6:30 P.M.	Council Chambers, Ames City Hall, 515 Clark Ave, Ames Iowa

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of receipts and expenditures on file with the Conference Board Clerk. Copies of the Supplemental Budget Detail (Schedule 673-A) will be furnished upon request.

Clerk's Telephone Number: 515-239-5370

PROPOSED BUDGET SUMMARY

Clerk's Name: Gregory P Lynch

FUND (Use Whole Dollars)	A	B Expenditures	C	D	E	F	G	H	I
	FYE 6-30-2011 Actual	FYE 6-30-2012 Re-estimated	FYE 6-30-2013 Proposed	Transfers Out	Estimated Ending Fund Balance June 30, 2013	Estimated Beginning Fund Balance July 1, 2012	Estimated Other Receipts	Transfers In	Estimated Amount To Be Raised By Taxation
1. Assessment Expense	567,412	488,233	508,967		135,000	134,473	1,408	0	508,086
2. FICA				0	0	0	0		0
3. IPERS				0	0	0	0		0
4. Emergency				0	0	0	0		0
5. Unemployment Comp.	0	0	0	0	0	0	0		0
6. Special Appraisers	240,029	351,784	387,352	0	132,909	140,261	1,042	0	378,958
7. Tort Liability	0	0	0	0	0	0	0		0
8. TOTAL	807,441	840,017	896,319	0	267,909	274,734	2,450	0	887,044

Proposed taxation rate per $1,000 valuation: $ 0.39685

Attachment "C"

Residential Sales Summary by Quarter for Ames, Iowa

As of January 11, 2012

Sales Period:	# Sold	Average Price	Average Hse Size	Price per sq.ft.	Average Year Built	Median Price	Annual % Change per SF	Cumulative % change $/SF 1995 base
1st Quarter 1995	74	$113,790	1,517	$75.00	1961.1			
2nd Quarter 1995	147	$120,453	1,411	$85.38	1965.5			
3rd Quarter 1995	171	$107,542	1,362	$78.95	1962.3			
4th Quarter 1995	123	$123,608	1,480	$83.51	1963.1			
1995 Total Year	***515***	***$115,962***	***1,427***	***$81.29***	***1963.2***	***$97,750***	***n/a***	***n/a***
1995 Sales Detail - Existing & New:								
Existing houses	*452*	*$106,322*	*1,355*	*$78.47*	*1959*	*$92,000*	*n/a*	*n/a*
New construction sales	*63*	*$185,129*	*1,940*	*$95.43*	*1994*	*$172,676*	*n/a*	*n/a*
1st Quarter 2008	85	$182,780	1,513	$120.81	1971.9			
2nd Quarter 2008	260	$174,543	1,412	$123.61	1970.2			
3rd Quarter 2008	191	$185,097	1,494	$123.89	1973.4			
4th Quarter 2008	90	$181,775	1,464	$124.16	1980.3			
2008 Total	***626***	***$179,921***	***1,458***	***$123.39***	***1972.9***	***$164,950***	***-4.3%***	***51.8%***
2008 Sales Detail - Existing & New processed to date:								
Existing houses	*594*	*$174,283*	*1,442*	*$120.86*	*1971*	*$160,250*	*-0.4%*	*54.0%*
Single-Family Detached	*482*	*$176,736*	*1,497*	*$118.06*	*1966*	*$163,000*		
Townhouses/Condos	*112*	*$163,725*	*1,207*	*$135.65*	*1992*	*$149,150*		
New construction sales	*32*	*$284,588*	*1,758*	*$161.88*	*2007*	*$293,771*	*5.5%*	*69.6%*
Single-Family Detached	*24*	*$286,330*	*1,852*	*$154.61*	*2007*	*$279,022*		
Townhouses/Condos	*8*	*$279,361*	*1,478*	*$189.01*	*2007*	*$315,662*		
1st Quarter 2009	88	$187,867	1,439	$130.55	1976.6			
2nd Quarter 2009	211	$185,111	1,495	$123.82	1976.6			
3rd Quarter 2009	208	$185,817	1,456	$127.62	1975.9			
4th Quarter 2009	106	$171,433	1,452	$118.07	1969.6			
2009 Total	***613***	***$183,381***	***1,466***	***$125.06***	***1975.2***	***$163,000***	***1.4%***	***53.8%***
2009 Sales Detail - Existing & New processed to date:								
Existing houses	*587*	*$178,548*	*1,452*	*$122.97*	*1974*	*$160,000*	*1.7%*	*56.7%*
Single-Family Detached	*488*	*$183,231*	*1,493*	*$122.73*	*1970*	*$165,750*		
Townhouses/Condos	*99*	*$155,466*	*1,248*	*$124.57*	*1991*	*$139,500*		
New construction sales	*26*	*$292,501*	*1,791*	*$163.32*	*2008*	*$252,986*	*0.9%*	*71.1%*
Single-Family Detached	*20*	*$317,417*	*1,886*	*$168.30*	*2008*	*$263,968*		
Townhouses/Condos	*6*	*$209,450*	*1,475*	*$142.00*	*2008*	*$193,250*		
1st Quarter 2010	96	$180,792	1,423	$127.05	1978.0			
2nd Quarter 2010	234	$181,180	1,438	$125.99	1976.0			
3rd Quarter 2010	115	$189,110	1,487	$127.18	1982.4			
4th Quarter 2010	87	$185,248	1,494	$123.99	1977.2			
2010 Total	***532***	***$183,489***	***1,455***	***$126.11***	***1977.9***	***$166,000***	***0.8%***	***55.1%***
2010 Sales Detail - Existing & New processed to date:								
Existing houses	*489*	*$173,930*	*1,431*	*$121.54*	*1975*	*$159,000*	*-1.2%*	*54.9%*
Single-Family Detached	*376*	*$182,213*	*1,512*	*$120.51*	*1970*	*$167,250*		
Townhouses/Condos	*113*	*$146,367*	*1,161*	*$126.07*	*1991*	*$137,500*		
New construction sales	*43*	*$292,204*	*1,730*	*$168.90*	*2009*	*$274,310*	*3.4%*	*77.0%*
Single-Family Detached	*36*	*$299,134*	*1,776*	*$168.43*	*2010*	*$274,655*		
Townhouses/Condos	*7*	*$256,562*	*1,495*	*$171.61*	*2009*	*$224,000*		
1st Quarter 2011	68	$173,053	1,482	$116.77	1971.8			
2nd Quarter 2011	199	$187,213	1,483	$126.24	1976.1			
3rd Quarter 2011	159	$169,267	1,448	$116.90	1974.5			
4th Quarter 2011	90	$185,045	1,504	$123.04	1971.8			
2011 Total	***516***	***$179,439***	***1,476***	***$121.59***	***1974.3***	***$163,000***	***-3.6%***	***49.6%***
2011 Sales Detail - Existing & New processed to date:								
Existing houses	*497*	*$176,330*	*1,469*	*$120.03*	*1973*	*$161,000*	*-1.2%*	*53.0%*
Single-Family Detached	*395*	*$179,301*	*1,542*	*$116.28*	*1968*	*$163,000*		
Townhouses/Condos	*102*	*$164,822*	*1,190*	*$138.51*	*1992*	*$145,475*		
New construction sales	*19*	*$260,774*	*1,636*	*$159.40*	*2010*	*$232,304*	*-5.6%*	*67.0%*
Single-Family Detached	*16*	*$268,894*	*1,668*	*$161.21*	*2010*	*$249,156*		
Townhouses/Condos	*3*	*$217,467*	*1,466*	*$148.34*	*2010*	*$219,000*		

NOTE1: Sales are assigned to quarters according to the month and year the deed was executed.

NOTE2: 1-family houses include townhouses, condominiums, detached houses, and attached houses.

NOTE3: Recent quarters may include unverified sales information; all sales are subject to correction.

NOTE4: Recent sales may not be included. New houses are not included until after they have been inspected.

Attachment "D"

City Assessor

515 Clark Avenue
Ames, Iowa 50010
Phone (515) 239-5370
Fax (515) 239-5376

The Ames City Conference Board requires an annual customer survey be made as a means of evaluating the City Assessor's Office. Forms were sent to 100 persons who have had occasion to contact this office during the year 2011. Thirty (30) were returned with all or part of the form filled in. Only two (2) indicated they had filed an appeal. Four (4) were returned as undeliverable. The form was substantively identical to the following summary for these questions regarding the City Assessor's Office:

1. My business with the Assessor's Office included:
(30 RESPONSES)

(Check all that apply)

11 – (a) I filed for a Homestead or Veteran's Exemption.

15 – (b) I inquired / requested information about sales or general property assessment information.
- **7 –** Online
- **4 –** City Hall
- **0 –** Fax
- **5 –** Phone

2 – (c) I filed an assessment appeal.

5 – (d) An Assessor's employee visited my property.
- **4 –** Residential
- **1 –** Commercial
- **0 –** Exempt

6 – (e) Other.

Please answer ONLY if you selected 1(b):

I used the following assessor web site(s):
(Check all that apply)

http://www.cityofames.org/Assessor (14 RESPONSES)
- **3 –** Assessment appeal information.
- **9 –** Property tax information.
- **5 –** Residential sales book (MS Word format).
- **4 –** Residential sales book (MS Excel format).
- **7 –** Other report(s) and/or data.
- **7 –** Commercial sales information.
- **7 –** Maps.

http://www.amesassessor.org (13 RESPONSES)
- **9 –** Property information.
- **7 –** Property tax information and/or paid taxes.
- **7 –** Residential comp search.
- **6 –** Commercial sales information.
- **9 –** Identified zoning information.
- **2 –** Soils report.
- **9 –** Maps.
- **2 –** Mailing address change.
- **0 –** Other

Please rate your level of satisfaction:

2. *The person I contacted listened and understood my question(s).* (30 RESPONSES)

29 - DEFINITELY **0** - MOSTLY **0** - NOT REALLY **0** - DEFINITELY NOT **1** - DOES NOT APPLY

3. *I was satisfied with the response to my inquiry.* (30 RESPONSES)

29 - DEFINITELY **1** - MOSTLY **0** - NOT REALLY **0** - DEFINITELY NOT **0** - DOES NOT APPLY

4. *I was treated with courtesy and respect.* (30 RESPONSES)

29 - DEFINITELY **0** - MOSTLY **0** - NOT REALLY **0** - DEFINITELY NOT **1** - DOES NOT APPLY

5. *I was assisted in a timely manner.* (30 RESPONSES)

28 - DEFINITELY **1** - MOSTLY **0** - NOT REALLY **0** - DEFINITELY NOT **1** - DOES NOT APPLY

6. *What, if anything, would you like the City Assessor's Office to be offering that it is **NOT**? (Service, policy, information, etc.):*
   - Organized and professional
   - N/A
   - Can’t think of anything.
   - Not sure what all you do, so not sure what I would add to the office tasks.
   - Ø
   - It is improving all the time. More and more info is now available online. Good aerial imaging & GIS. *– Paul Livingston, Hunziker & Associates*
   - You folks do a great job! Keep up the good work! *– Rich Vander Werff, Vander Werf and Associates, Inc.*
   - Online sketches of homes.

7. *Additional comments/observations relating to the City Assessor's Office:*
   - Dawn and Judy are so nice! ☺
   - None
   - I believe it would be best if the City Assessor’s office would merge with the County Assessor’s office for the benefit of the tax payer. Iowa only has 8 City Assessors. So I believe Ames could do the same to save money.
   - Mr. Lynch has been very helpful addressing any questions that have arisen.
   - My interactions with the Assessor’s office have been treated with courtesy and professionalism. Thank you!. *– Paul Livingston, Hunziker & Associates*
   - Judy & Dawn are always cheerful, courteous and helpful.
   - Your front office people, Dawn & Judy, are awesome and always take care of the customer first!

Questions 8-14 only apply to persons who filed an assessment appeal with the Board of Review.
[Reference question 1(c)] (2 RESPONSES)

8. *I learned about the appeal process and acquired the instructions/form: (please select only one)* (2 RESPONSES)

   0 - ONLINE **2 -** CITY HALL / PHONE

9. *I was satisfied with the information/explanation of the appeal process.* (2 RESPONSES)

   1 - DEFINITELY **1 -** MOSTLY **0 -** NOT REALLY **0 -** DEFINITELY NOT **0 -** DOES NOT APPLY

10. *My appeal to the Board was:* (2 RESPONSES)

    1 - ORAL **1 -** NON-ORAL

11. *The Board gave me the opportunity to present arguments and evidence in support of my appeal.* (2 RESPONSES)

    1 - DEFINITELY **0 -** MOSTLY **0 -** NOT REALLY **0 -** DEFINITELY NOT **1 -** DOES NOT APPLY

12. *My appeal to the Board was:* (2 RESPONSES)

    0 - DENIED **1 -** GRANTED **1 -** GRANTED IN PART **0 -** RETRACTED

13. *I was satisfied that the Board of Review made an informed decision based on all the information presented.* (2 RESPONSES)

    1 - DEFINITELY **1 -** MOSTLY **0 -** NOT REALLY **0 -** DEFINITELY NOT **0 -** DOES NOT APPLY

14. *Additional comments regarding the appeal process or the operation of the Board of Review:*

    None

GENERAL STATISTICS FOR G.I.S. WEB PAGE

(provides an overview of the site usage and behavior of our web site visitors)

Statistics for www.amesassessor.org (aka www.storyassessor.org) 01 Jan 2011 - 31 Dec 2011

Total Requests: 2,043,376

Total Visits: 301,213

Avg. Requests / Visitor: 6.78

Mini Conference Board

515 Clark Avenue
Ames, Iowa 50010
Phone (515) 239-5370
Fax (515) 239-5376

Minutes for Wednesday, January 4, 2012 **(UNAPPROVED)**
Room 233, Ames City Hall, 515 Clark Avenue, Ames, IA

- Call to Order: 3:06 p.m. by Chairperson Jami Larson.

- Members Present:
  - Jami Larson, Ames City Council
  - Bill Talbot, Ames School Board of Directors
  - Rick Sanders, Story County Board of Supervisors
  - Greg Lynch, Ames City Assessor

- Also Present:
  - Brenda Swaim, Deputy Assessor, Ames City Assessor's Office
  - Dawn Tank, Office Assistant II, Ames City Assessor's Office

- Minutes from October 6, 2011, Mini Conference Board meeting.
  - Moved by Sanders, seconded by Talbot to approve the minutes without corrections. Motion declared carried unanimously.

- Discussion of City Assessor's 2012-2013 Budget Proposal
  - Department Activities
    - Lynch stated that this section of the report would be revised in the Conference Board report.
  - Salaries
    - Lynch said this year, in contrast to previous years, he looked at the CPI (Consumer Price Index) from November to November, which was up 3.4%. He was requesting a 1.50% cost of living increase and a 1.00% merit pool increase for a total increase of 2.50%.
    - Sanders expressed concern that the onetime stipend (bonus) for professional designations was being combined with the base salaries. Lynch clarified what the stipends were and would be separate from the base salaries and any salary increase calculations.
    - At Sander's request, Lynch and Tank explained how longevity is calculated, paid and displayed on the report.
    - Tank left the meeting to retrieve the spreadsheet that Lynch used to calculate the salaries, showing that base salaries are used in the calculation of the proposed increases. (It also showed how longevity and the onetime professional designation stipend were applied.)
    - Lynch talked about the different professional designations that were eligible for the onetime stipend (bonus) of $1,000. After questions from the Board, he discussed the professional affiliations of each designation as well as some of the differences between them and responded to questions regarding the maintenance of the designations.
    - Tank returned to the meeting.

- Lynch went over the salary calculation spreadsheet with the Board.
- After some discussion, the Board decided that on "Attachment A' longevity and the professional designation stipend (bonus) would be separated from the salary line items for Assessor, Deputies and Staff and placed on their own lines for clarity.

- Board of Review Expenses
  - Lynch spoke of getting laptops for the Board of Review in order to save printing costs, as well as staff time for copying. Sanders questioned how much would really be saved when you factor in on-going costs. Larson wondered if they were worth it for the amount of time that the Board of Review would use them. After Larson and Sanders talked of the convenience of using their own iPads instead of government issued ones, Larson proposed offering the Board of Review members a stipend for using their own laptops or tablets. Lynch voiced concern about asking the Board of Review members to use their own computers or tablets. Larson suggested just getting a couple laptops for those Board of Review members that did not want to use their own machines. Everyone then discussed the merits of tablets over laptops as well as the issues concerning open records laws and personal computers/tablets. Lynch said he would talk to the City Attorney about the open records laws. Sanders moved leaving the $4,800 in the budget for the laptops for now so the issue could be taken to the full Conference Board for discussion. Talbot seconded. Motion carried unanimously.
- Assessment Appeals
  - Lynch pointed out that the Property Assessment Appeal Board and District Court cases listed in the report were the ones that caused the office to amend the 2011-2012 budget in order to cover appraisal costs. For 2012-2013, he decided to leave this line item at $60,000 so if the office received a large number of protests we would not be caught like we were this year.
- Board of Review
  - Lynch talked about the two positions that would need to be filled by the Conference Board. Sanders clarified with Lynch how the positions were filled. There was discussion on how new members were found to fill the vacancies.
- Reducing the 2012-2013 Proposed Budget
  - Sanders was concerned that the proposed budget amounts listed for "Office Supplies," "Employee Mileage" and "Postage & Mileage" are more than what was actually spent during the previous fiscal year. He did not like the fact that, despite there being a line item for contingency, there was contingency being added to those three line items. There was discussion on which expenses were part of those three line items, what causes those expenses to fluctuate and how much each of these three line items could be reduced. Sanders and Larson both felt that the budget for the line items that make up the office expenses could be reduced by somewhere between $3,000 and $8,000. Sanders moved to have staff

rework the budget, so the percent of increase between the proposed budget and the current budget will be below 4.5%. He also stated that the closer the staff got the percent of change to 4.0% the more comfortable the Board would be. Talbot seconded. Motion carried unanimously.

- Taxable Fringe Benefits and Mileage Reimbursement
  - Tank, Swaim and Lynch explained to Talbot how mileage reimbursement is calculated and how it can be considered a taxable benefit.

- Other Business
  - Conference Board Meetings
    - Sanders pointed out that the Conference Board is composed of three equal parts in terms of votes, but it does not feel that way from the Board of Supervisors' perspective when it comes to scheduling the Board meetings. Lynch explained that the City Mayor, as Chairperson of the Board, sets the first budget meeting, and then it is up to the Board to set the second one. Larson proposed that the Mayor send out an email to the Conference Board asking them if the date for the first meeting would work. The discussion then migrated to the seating arrangement for the full Conference Board meetings. Sanders stated that the seating arrangement didn't make it feel like they were three equal bodies. Larson understood and proposed that the Conference Board meetings be set up like the City Council is when they have workshops. Swaim pointed out that they should consult with Derek Crisler, Channel 12, to make sure there are no issues with camera arrangement for the television broadcast. Sanders moved that Larson and Lynch have a conversation with Mayor Campbell about reconfiguration of the Conference Board meetings, to address the above mentioned concerns. Talbot seconded. Motion carried unanimously.
    - There was discussion concerning what is quorum for the Conference Board and how the voting works, especially in relation to the three School Boards. Talbot explained how he was appointed to the Mini Board when Sanders inquired. Larson felt it would be good to publicly inform the full Conference Board on what is quorum and how the voting works.

- Adjournment
  - Moved by Talbot, seconded by Sanders to adjourn the meeting. The meeting adjourned at 4:32 p.m.

Minutes prepared January 4, 2012, by Dawn Tank, Office Assistant II, Ames City Assessor's Office.

MINUTES OF THE SPECIAL MEETING
OF THE AMES CITY COUNCIL

AMES, IOWA **JANUARY 7, 2012**

The Ames City Council met in special session at 8:30 a.m. on the 7th day of January, 2012, in the Parks and Recreation Activity Room, 1500 Gateway Hills Park Drive, pursuant to law with Mayor Campbell, Council Members Davis, Goodman, Larson, Orazem, Szopinski, and Wacha and e*x officio* Member Finseth were present. City Manager Steve Schainker, Assistant City Manager Bob Kindred, City Attorney Doug Marek, Project Manager Brian Phillips, and City Clerk Diane Voss were also in attendance. Assistant City Manager Sheila Lundt arrived at 10:40 a.m.

UPDATE ON EXISTING CITY COUNCIL GOALS/OBJECTIVES: The meeting began with each veteran Council member and the Mayor sharing, for the benefit of newly elected Ward 4 representative Victoria Szopinski, lessons that they had learned since being elected. Council Member Szopinski then expressed what she felt she still had to learn.

The Mayor led a discussion on her role as Mayor, Council members' role with the "Council team," Council members' role with the public, and Council members' role with City staff. Firstly, she asked for input on the efficiency of Council meetings. Council Member Wacha asked to know the number of meetings held and the number of hours met. The City Clerk will provide a report to Council. Council Member Goodman pointed out that it is important for the Council members to clarify the assignments made to staff. Council Member Orazem noted that Agendas are long and it is important to have public deliberation; therefore, the Council needs to deal with the issues, no matter how long it takes. Council Member Larson stated his preference that, when there are staff reports listing next steps, that item be placed on the next Agenda for action. He suggested that a topic be listed on the Agenda specifically for staff reports, especially if there is no Council action being required. Another possible solution was offered by Council Member Wacha was for the staff person making a presentation to ask if the Council wants a summary or the full presentation. Council Member Goodman expressed that he wanted the Council to focus on not being redundant, i.e., not making comments on issues after they had been dealt with, and "losing quickly" (meaning when the vote does not go the way the particular Council member had desired, they should state his or her opinion and move on).

City Manager Schainker explained that if the Council members want an explanation of any City operations, he or she should make that request to the City Manager. He will research it and provide the answer to the Mayor and all Council members, not just the person making the inquiry. Discussion ensued on referrals and the process followed after an item was referred to staff. It was recommended by the City

Manager that a memo from staff was being requested. Council Member Larson suggested that the memo/short report be placed on the next agenda.

City Manager Schainker noted that the Council had established a goal of having a "can-do" attitude. Staff's job is to enforce the Codc, so it is necessary to involve the Council on specific requests that would create exceptions to the Code. Council Member Larson said he felt that Council should look at what things could be built in to the Municipal Code that will give staff the latitude to make exceptions.

City Attorney Doug Marek explained the role of Council from a legal standpoint. He emphasized that, when acting in a quasi-judicial role, all information that is exchanged and all deliberation on the topic must take place in a public meeting. Mr. Marek clarified that the City Council member may have general `discussion with a potential applicant before the specific request is made or application submitted.

The meeting recessed at 10:05 a.m. and reconvened at 10: 14 p.m.

Assistant City Manager Bob Kindred led the group in a team exercise.

City Manager Schainker began the review of the Council's current goals. He noted the importance of being able to bring different values together to become an effective governing body to achieve the common goal of making Ames a better place. Mr. Schainker told the Council that its first step was to arrived at a shared vision for the community.

Assistant City Manager Lundt arrived at 10:40 a.m.

City Manager Schainker summarized the tasks and accomplishments for the 2011 Goals.

Regarding sustainability, Council Member Orazem expressed his strong desire to not lose focus on the conservation of electricity. He does not want to broaden the focus so much that the tasks are not attainable.

Council Member Larson pointed out that some tasks are noted as being completed; however, he would prefer that they be labeled as "ongoing." He does not want those tasks to go away. Mr. Schainker noted that some tasks might drop off because they have become embedded in the normal operations of the City.

Council Member Orazem requested that the City Council be notified of the schedule for the "Meet-and-Greet" trailer reservations. Assistant City Manager Lundt advised that she would take care of that.

It was noted that Council Members Larson and Orazem were the representatives appointed to participate with the Mayor in the Joint Funders' meeting. Mr. Larson indicated that all Council members can and should attend the ASSET Joint Funders' meeting as there are issues with at least two agencies that will have to be decided..

Council Member Larson cited his preference for the same format to be used consistently in goal-setting, referring to listing the goal, the objective of the goal, and the specific tasks.

City Manager Schainker informed the Council that any new goals would be covered first and then the existing goals would be revisited.

The meeting recessed at 11:45 a.m. and reconvened at 12:10 p.m.

Mr. Schainker asked the Council if anyone had any new goals that they wanted to discuss.

Council Member Wacha raised the issue of the mental health crisis. He was not sure if it should be its own goal or fall under one of the existing ones. Discussion ensued and culminated with the decision to place it under the goal of Strengthen and Protect our Neighborhoods for a United Ames. Mayor Campbell advised that the mental health crisis is currently being address by the ASSET. Council Member Orazem expressed his concern that the City of Ames was becoming the "default funder." Assistant City Manager Lundt stated that the mental health crisis was also becoming an extra burden on the Ames Police Department. Ms. Lundt enlightened the Council that the Ames Police Department handled approximately 580 mental health incidents. Council Member Wacha said that he would like the mental health issue more directly spelled out as an objective.

Council Member Goodman advised that he had two issues that were brought to his attention and developed from the National League of Cities Conference: (1) assisting youth in the community, i.e., out-of-school time and transportation. He felt that mobility pertains directly to young people's success. Mr. Goodman said that his second item pertained to economic development, and he would wait to discuss it until that goal was reviewed.

Council Member Larson suggested that the goal be listed as "Strengthen Community Through Human Service Initiatives."

Council Member Wacha raised the goal of Rejuvenate Campustown. He noted all the work that went into bringing that goal to fruition; however, it ultimately was not feasible because landowners were not willing participants. Therefore, it was his opinion that this goal no longer should be listed in the Council's top six goals. Council Member Orazem disagreed, noting the importance of economic vitality in Campustown. *Ex-officio* Member Finseth offered that the City had done all it could to achieve its goal. In his opinion, it should perhaps be a goal of Iowa State University, but not one of the City's. Council Member Goodman strongly disagreed. He felt that the City had to and should be involved. Mr. Wacha agreed with Mr. Finseth, stating that if the local land owners were not willing to sell, he did not see anything that the City could do to accomplish the Council's goal. Noting the new President coming on board at Iowa State University, Council Member Larson recommended that an objective be to Develop a Relationship with Iowa State University, with Rejuvenate Campustown being listed as a task. Council Member Goodman suggested that a goal or objective be: Collaborate with Iowa State University and the Campustown Action Association (CAA) to Ensure an Attractive Campustown. He adamantly promoted the City continuing to work on it; he did not want the City to "back-off." Council Member Larson recommended that another objective be to Continue to Develop Relationships with Iowa State University to Enhance Campustown.

Council Member Wacha asked to remove Further Streamline and Improve Government Processes and move the unaccomplished objectives to other goals; i.e., move "Promote Ames as a welcoming place…by embracing a can-do attitude" and "Revising City Code…and procedures to streamline processes" to the goal of Promote Economic Development.

Council Member Goodman noted that many of the objectives will be ongoing whether the Council lists them as objectives or not.

Council Member Szopinski asked where the City's relationship with the Ames Community School District fits in the City's goals. It was noted that meeting with the Ames Community School District was listed under the Go Green…goal; however, it pertained mainly to the future of mass transit needs. Ms. Szopinski said she asked because there were a number of issues that surfaced during her campaign pertaining to land owned by the School District being redeveloped for low-income housing. Mr. Schainker noted that it could be listed as an objective under another goal.

Each goal was reviewed individually, as follows:

1. Go Green to Promote Environmental Sustainability. Council Member Orazem suggested that an objective be listed: Improve Electric Energy-Efficiency Within the Total Government (not necessarily City government). Council Member Larson asked to first discuss the recommendation of the Sustainability Task Force to broaden its initiatives. He noted his preference not to broaden the Task Force's initiatives. Council Member Goodman pointed out that the City Council was hesitant to go to the next step. He suggested that an objective could be to Explore Models Relative to Economic Sustainability and the task would be to direct the Task Force to do that. Council Member Orazem preferred not to do that, having studied other cities that had done that; he is unsure of the definition of "economic sustainability." Council Member Wacha noted the amount of work that was necessary for just the electric energy sustainability piece. He preferred to leave it at Environmental Sustainability.. Council Member Goodman disagreed, stating

that moving to the next step would not require staff time; it is totally being worked on by volunteers.

Mr. Schainker asked how many Council members supported Environmental Sustainability. Council members unanimously agreed to retain the goal as originally stated. Mr. Goodman argued, stating that, sooner or later, cities will have to discuss economic sustainability; it must be present to have vitality. He noted that the Task Force will disband if the three steps they recommended to move to are not supported by the Council. Council Member Larson said that he did not want to go on record supporting expanding the goal as it will ultimately increase the load on staff. It was decided to drop the "Go Green to" and list the goal only as "Promote Environmental Sustainability."

Council Member Wacha asked if there was any support to list that the Task Force focus first on electric energy efficiency and then that they work on ideas for natural gas and water. Mr. Schainker acknowledged that the current Task Force will sunset as the initiatives directed to them had been accomplished. Another task force would have to be created to work on the natural gas and water efficiency component. Council Member Larson suggested that the electric energy efficiency be the first objective, with the second one being Start the Process to Improve Natural Gas and Water Efficiency. The only task could be to gather information on water consumption.

Council Member Orazem wanted another task under …Increase Availability of Alernative Forms of Transportation to Expand the Trail System from North Dakota to Emma McCarthy Lee and from South Dakota to Campus. Assistant Manager Kindred advised that expanding the trail in that manner was not feasible.

Council Member Goodman asked to include the evaluation of life-cycle operating costs of bids when making capital investments under Environmental Sustainability. He felt that it increased the sustainability of the City's capital investments. Council Member Orazem pointed out that the City should always be doing that. Assistant Manager Lundt noted that the City is already doing that on all equipment bids.

2. Promote Economic Development. It was unanimously concurred that Objectives A, B and C would remain.

   The Council revisited Council Member Wacha's previous suggestion to remove "Further Streamline and Improve Government Processes" and move the unaccomplished objectives to other goals; i.e., move "Promote Ames as a welcoming place…by embracing a can-do attitude" and "Revising City Code…and procedures to streamline processes" to the goal of Promote Economic Development. After discussion, the Council agreed to move, to Promote Economic Development, the objectives "To Revisit City Codes, Policies, and Procedures to

Streamline Processes" and "To Promote Ames as a Welcoming Place to do Business by Embrasing a "Can Do" Attitude."

Council Member Goodman asked to add another objective under …Economic Development, which was to participate in a EDSAT (Economic Development Self-Assessment Tool). Council Member Larson recommended that a task be to work with AEDC to determine its support for an EDSAT. Mr. Goodman said that normally cities take the lead.

3. Create and Promote a Community Vision. Mayor Campbell suggested that Objective A be moved as a task; that had been done. City Manager suggested that the goal be listed as Promote a Community Brand (dropping the words "Create and"). Council unanimously concurred.

   Council Member Larson suggested that a task be added to Work with ACVB and AEDC to Implement the New Brand.

4. Rejuvenate Campustown. It was unanimously decided that a new objective to Collaborate with Iowa State University and the Campustown Action Association (CAA) to Ensure an Attractive Campustown. Council Member Larson stated that it was important to work with and include CyRide.

   It was decided to include another task: to work with Iowa State to explore funding for flat space.

   Council Member Goodman informed the Mayor and City Council what actions had been taken by the Campustown Action Association (CAA) to date. He advised that the Council will be asked to assist with any large redevelopment projects in Campustown One of the objectives should be to Continue to Support the CAA It was unanimously decided that Objective C will remain.

   Council Member Orazem recommended another objective be to Foster Negotiations Between ISU and CAA. He brought out the need to "smooth the relationship" between neighborhoods and ISU pertaining to ISU lands. Mr. Orazem clarified that this would pertain to lands that ISU retains ownership of and those that they sell. Mr. Schainker noted that once the land is sold, the City's zoning regulations would pertain.

   Council Member Wacha took issue with the word "Redevelop" Campustown. He noted that the City had given it its best effort, but due to property owners not willing to sell, it was now a moot point. Council Member Goodman said that an objective could be to "Work with CAA to Redevelop Incentives for Redeveloping Campustown." It was unanimously agreed to remove the word "Redevelop."

Although not directly pertaining to goals, Mayor Campbell raised the issue of collaborating with State Legislators. She pointed that it is more important than ever that City Council members inform other community groups about what is going on at the state level to educate residents and advocate for or against certain measures. Council Member Davis suggested than an email every two weeks be sent to the Council by the Mayor and/or Bob Kindred. Council Member Goodman said he preferred updates be given during "Council Comments" during Council meetings. Once the information is given, Council members would share it with their constituents and the public. Mr. Schainker indicated that an e-mail would be sent to the Mayor and Council members with major issues being brought up during the City Council meeting under "Council Comments."

The meeting recessed at 2:52 p.m. and reconvened at 3:05 p.m.

Additional discussion ensued as follows:

5. Strengthen and Protect Our Neighborhoods for a United Ames. Council Member Larson again suggested that Objective A be "Enhance Interaction Between Non-Residents and Residents." Objectives B and C would remain. Discussion ensued on Objective D: "To Make a Stronger Commitment to Work with ASSET Joint Funders." Council Member Larson wanted to see more defined listed. A task would be to work with "Joint Funders to Identify and Address the Elderly and Mental Health Issues."

   Council Member Goodman asked to a task be added under Objective D to "Explore the Interest in Developing a Youth Master Plan in the Community." Discussion ensued on whether that would be to work through ASSET on this task. Council Member Larson disagreed with using the words "Youth Master Plan." He preferred to say "issues with youth in the Ames community." City Manager Schainker said that this would be at the Objective level with specific tasks listed under it. Council Member Goodman said that another task would be the dealing with the transportation issue, i.e., fare-free CyRide for youth.

   Mayor Campbell raised the issue of a referral of a request from Carolyn Jons for funding and support for the Third-Grade Level Reading Task Force. Council Member Larson said that he had been going to the meetings; however, it was not determined whether funding was needed to further the endeavors.

Assistant City Manager Sheila Lundt left the meeting at 2:10 p.m.

A review of the goals decided upon with clarification of expectations ensued.

1. Promote Environmental Sustainability

a. Improve electric energy efficiency within the community
   - I Staff report on timing of Sustainability Task Force implementation plan

b. Promote and educate Ames residents about environmental sustainability

   i. Funding for AMOS public education program (electric, water, natural gas conservation)
c. Increase availability of alternative forms of transportation
   I. Prepare updated map of uncompleted multi-use trails (by budget time) (including N. Dakota to McCarthy Lee Park/ISU)
d. Consider life-cycle operating costs when making vertical infrastructure decisions, e.g., water plant, library, electric utility, etc. – at design level

2. **<u>Promote Economic Development</u>**
   a. Promote Ames as a Regional Center
      i. Work with owners of E. 13th Street regional commercial land to develop concept plan
      ii. Facilitate HM zone discussion between providers and neighbors to identify an acceptable long-term solution
      iii. Determine information needed to make a decision regarding infrastructure extension to 590th Street (by budget time) – Council members to each send their information needs to Steve by January 31, 2012
   b. Support private-sector growth to improve quality of life, increase number of jobs, and develop stronger tax base
      i. Work with AEDC to determine whether to use EDSAT (Economic Development Self-Assessment Tool)
      ii. Determine cost of hiring consultant to advise Council on development of *minimum ROI requirements* (in the form of jobs and taxable improvements) for public incentives or infrastructure extension to commercial/industrial areas
      iii. Beautify entrances to Ames and major arterials
      iv. Entryway/directional signage (Chamber committee)
      v. Identify aesthetic detractors and non-conforming structures along major arterials and entryways; then develop strategies for relocating or upgrading
   c. Revisit City Codes, policies, and procedures to streamline processes and to help facilitate renovation of existing buildings
      i. Staff report to identify how City can facilitate redevelopment of older existing buildings (within Codes) [including grease traps and restrooms]
   d. Promote Ames as a welcoming place to do business by embracing a "Can Do" attitude
      i. Create mechanisms to make sure each business interacting with the City (Inspections/Planning) is aware of Business Development Coordinator
      ii. Create a public information campaign to help newly developing businesses be aware of Business Development Coordinator

3. **<u>Strengthen our Community</u>**
   a. Promote our Community Brand
      i. City Public Information Officer's professional group
      ii. Implement
   b. Enhance interactions between ISU students and permanent residents
      i. Student Affairs Commission

    ii. Web site
    iii. Give Council list of meet-and-greets and block parties
c. Work with ASSET funders to identify and address service deficiencies in human service delivery
    i. Mental health and elderly services
d. Explore issues related to youth in the community
    i. With school districts, ASSET, and other providers of youth services
    ii. Determine interest in development of a youth master plan
    iii. Representation by Council member to "Third-Grade Reading Council"
e. Support a community "Blue Zone" designation

4. **<u>Mitigate Flooding in our Community</u>**
    a. Reduce possibility of damage in Ames community caused by river/ watershed flooding
        i. Carry out a comprehensive engineering analysis of possible flood mitigation actions, including options related to intense rainfall scenarios, benefit/cost analyses, and policy options
        ii. Educate public regarding steps they can take to mitigate or ensure against flooding damage
        iii. Adopt regulatory steps and/or public improvements plan to mitigate future damage
        iv. Collaborate with other jurisdictions and agencies to identify and implement long-term flood mitigation actions
    b. Reduce possibility of damage in our community caused by localized flooding
        i. Schedule appropriate neighborhood storm water improvements in CIP and budget
        ii. Determine whether new storm water management standards are needed for public improvements and/or for private development
        iii. Educate public regarding likelihood and impacts of future intense rainfall events, plus steps they themselves can take to prevent or insure against damage

5. **<u>Enhance Relationship with ISU Through Additional Partnerships</u>**
    a. Revitalize Campustown
        i. City Manager, ISU and Campustown Action Association (CAA) will develop proposed strategies for revitalizing area
        ii. Staff report on possibility of extending façade program to Campustown
    b. Continue to support CAA
        i. Consider providing funding for CAA operations (to be discussed at budget time)
    c. Foster negotiations between ISU and CAA to help Campustown businesses be viable
        i. Mayor to arrange initial meeting among new ISU president, CAA, the Government of the Student Body, and City
    d. Explore flat space funding feasibility

i. Mayor to meet with new ISU president to ensure commitment to financially participating in this priority
ii. Work with ACVB to see that food and beverage tax bill is presented to state legislature

Additional items that were not resolved and placed into the "Parking Lot" pertained to the City Council's role in reference to state legislation, specifically, whether the Mayor or City staff would send weekly emails to update the Council and/or whether the updates would be made during Council meetings under "Council Comments."

City Manager Schainker advised that the Council still needed to identify its top priorities. It was decided that Mr. Schainker would attempt to rank the tasks and bring it back to the Council for discussion and approval at a future session.

ADJOURNMENT: The meeting adjourned at 4:53 p.m.

___________________________________ ___________________________________

Diane R. Voss, City Clerk Ann H. Campbell, Mayor

MINUTES OF THE REGULAR MEETING OF THE AMES CITY COUNCIL

AMES, IOWA **JANUARY 10, 2012**

The Regular Meeting of the Ames City Council was called to order by Mayor Campbell at 7:00 p.m. on January 10, 2012, in the City Council Chambers in City Hall, 515 Clark Avenue. Present from the Ames City Council were Davis, Goodman, Larson, Orazem, Szopinski, and Wacha. *Ex officio* Member Finseth was also present.

CONSENT AGENDA: Mayor Campbell advised that this afternoon, the City Clerk's Office had been notified by the owner of Coe's Floral and Gifts that he had decided not to renew the Class B Native Wine Permit for his business located at 2619 Northridge Parkway. Therefore, Item 5d was pulled from the Agenda.

The Mayor announced that Council Member Larson will serve as Mayor Pro-Tem for 2012.

Moved by Davis, seconded by Wacha, to approve the following items on the Consent Agenda:

1. Motion approving payment of claims
2. Motion approving Minutes of Regular Meeting of December 20, 2011
3. Motion approving Contract Change Orders for December 16-31, 2011
4. Motion approving renewal of the following beer permits, wine permits, and liquor licenses:
   a. Special Class C Liquor – Vesuvius Wood-Fired Pizza, 1620 South Kellogg Avenue
   b. Class C Liquor – Café Beau, 2504 Lincoln Way
   c. Class A Liquor – American Legion Ames Post #37, 225 Main Street
   d. Special Class C Liquor – Shogun Japanese Steakhouse, 3704 Lincoln Way
   e. Class C Beer – Casey's General Store #2560, 3020 South Duff Avenue
5. RESOLUTION NO. 12-001 approving application for procurement card for Council Member Victoria Szopinski and setting transaction limits
6. RESOLUTION NO. 12-002 approving appointment of Council Member Victoria Szopinski to Ames Convention and Visitors Bureau Board of Directors
7. RESOLUTION NO. 12-003 approving preliminary plans and specifications for 2011/12 Resource Recovery System Improvements (New Scale Platform); setting February 1, 2012, for bid due date and February 14, 2012, as date of public hearing
8. RESOLUTION NO. 12-004 approving Change Order Nos. 1 - 4 for 2009/10 Arterial Street Pavement Improvements (13th Street)
9. RESOLUTION NO. 12-005 accepting final completion of 2009/10 and 2010/11 Asphalt Pavement Improvements Program (Northwood)
10. RESOLUTION NO. 12-006 accepting final completion of 2011/12 Water System Improvements (Graeber/Hughes)
11. RESOLUTION NO. 12-007 accepting final completion of WPC Facility Methane Engine Generator Rehabilitation
12. RESOLUTION NO. 12-008 approving Plat of Survey for property on 190th Street - Section 22-84-24 (Quarry Estates)

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

PUBLIC FORUM: No one spoke during this time.

HEARING ON ADAPTIVE REUSE FOR 2501 AND 2801 GRAND AVENUE AND 2801 FERNDALE AVENUE/MAJOR SITE DEVELOPMENT PLAN FOR NORTH GRAND MALL: City Manager Schainker noted that, on September 13, 2011, when discussing the proposed Adaptive Reuse Agreement, the City Council directed that he negotiate a date that was acceptable to the owner that would trigger the calling of the Performance Bond and revert back to the original requirement of the reconfiguration of Lot 2 if it were not met. Mr. Schainker reported that he had met with Greg Kveton, who represented G. K. Development, on several occasions. According to City Manager Schainker, after their most-recent meeting, Mr. Kveton indicated that he was willing to agree to allow the City to examine and evaluate, by September 1, 2012, copies of (1) signed leases with two new tenants in "Retail A" and "Retail D," and (2) a financial investment in the form of a loan commitment in the amount not less than $8,000,000. As requested by the Council, the Supplemental Agreement included a performance deadline for specific desired actions on the part of the owner and a reversion provision that allows the City to revoke the amended Adaptive Reuse Site Plan and other permits or approvals related to the site plan. Because of those provisions, the existing Performance Bond would be maintained until the required actions were accomplished. If they were not, the Performance Bond would be called by the City and the proceeds used to reconfigure the parking on Lot 2 in accordance with the existing Adaptive Reuse Plan. Mr. Schainker reported the Remote Parking Agreement had been signed by G. K. Development.

City Manager Schainker advised the options available to the City Council: the City Council could approve the Supplemental Agreement or decide not to approve the Supplemental Agreement and send the matter back to City staff with further direction concerning what modifications to the proposed agreement were needed before it could be supported. According to Mr. Schainker, the City Council must decide if the provisions of the proposed Agreement related to [1] the actions that need to be performed (signed leases/construction loan commitment) and [2] the deadline to perform those actions (September 1, 2012) went far enough to provide the desired level of protection.

Mayor Campbell opened the public hearing.

Greg Kveton, G. K. Development, Barrington, Illinois, said that the two anchor tenants are not allowing Mr. Kveton to announce their names at this point. He advised, however, that the anchor that will be housed in the former Sears building ("Retail D") had signed the lease and is ready to begin re-construction of the space. According to Mr. Kveton, "Retail A" is moving forward with the deal and is in negotiations with G. K. Development. It is anticipated that the lease will be signed within the next 30 days or sooner. According to Mr. Kveton, "Retail A" will be a ground lease, which means that the retailer leases the building pad and constructs its own building. Before it will commit to the lease, all zoning regulations must be in place. He also stated that "Retail D" is contingent on "Retail A" opening on the site. Mr. Kveton said that the developer has to demolish buildings, which will cost approximately $500,000, and get plans approved before it closes on the construction loan. The lender will not close on the loan unless there are signed leases with the two anchor tenants, the rezoning has been approved, the site plan has been approved, all equity for the project is in place, and all the title clearances have been satisfied.

Noting that the community wants something to happen at North Grand Mall, Council Member Larson asked why September 1, 2012, was selected as the date to provide the leases to the City Council. Mr. Kveton said that date was chosen to give them "room should something delay the leases." He noted that he is very hopeful and fairly confident that the leases will be signed possibly before the end of the month. Mr. Kveton reported that the construction financing has to occur no later than March 2012; construction is scheduled to begin on the site by April 2012.

At this time, "Retail D" plans to open in the fall of 2012. That tenant has the option, but not the obligation, to open in Fall 2012. Mr. Larson said he had concerns about waiting until September; he preferred to see the leases by May 2012. Mr. Kveton reported that the pad must be turned over to "Retail A" by August 2012; however, the lease has not yet been finalized.

Council Member Goodman asked if there could be two dates; the lease for "Retail D" could be provided prior to September 2012 and the lease for "Retail A" could be provided by September 2012. Mr. Kveton informed the Council that the retailers have the right to decide when they will open; although G. K. Development would like to collect rent on the space as soon as possible, that date is not up to G. K. Development. Delays occur sometimes, and the developer wants to allow for that.

Council Member Davis asked how long after the leases are executed would the developer notify the City. Mr. Kveton said it would be a few days to a week. He reported that it is crucial to the lenders that the zoning contingency be eliminated; the key element is that the rezoning be in place so the loan can close.

Council Member Orazem said that he was not in favor of challenging the dates. He believes that the developer has incentives to act as quickly as possible; therefore, he is fine with the proposed September 2012 date.

<u>Adaptive Reuse Plan/Major Site Development Plan</u>. Planner Charlie Kuester noted that, in 2007, the City Council approved an Adaptive Reuse Plan for North Grand Mall; that approval was for the entire mall site from 24th Street to 30th Street, including a small parcel on the west side of Ferndale Avenue west of the mall. Since that site plan had been approved, only the Walgreens store had been built, the KFC restaurant had been demolished, and the Wells Fargo and Furman buildings are now vacant. Mr. Kuester advised that the owners (Grand Center Partners and North Grand Mall Partners) are now requesting changes to the Adaptive Reuse Plan in response to the changing economic environment since 2007 and to meet the space needs of their new potential tenants. The Sears building and buildings south of that will be demolished as will the Wells Fargo and Furman buildings. The owner proposes to renovate the former Sears store, build new retail space, improve landscaping, and change traffic flow into and within the site. Mr. Kuester described the proposed site development in more detail. He noted that the proposed revisions to the Adaptive Reuse Plan include a new entrance along the west edge of the mall property. It consists of two exit lanes that allow for left and right turns onto 24th Street and a single entry lane; that is intended to be the main entrance off of 24th Street for the new retail spaces.

Mr. Kuester advised that two restaurant sites were proposed for which no specific building footprint had been submitted. The "Restaurant F" site sits within the mall parking area in Lot 2 and is set back 50 feet from property lines. The "Restaurant G" site sits on a grassy area where the former KFC building was located on Lot 1. The mall owner intends to market these sites for tenants and then build to suit.

Pertaining to landscaping, Mr. Kuester advised that, as part of the Adaptive Reuse Plan that was approved in 2007, landscaping along the perimeter of the site was to increase and include some site landscaping in the adjacent rights-of-way. He reported that the Adaptive Reuse provisions of the *Code* allow discretion by the City Council in meeting the development standards of the Zoning Ordinance. In 2007, the City Council waived some of the interior landscaping in return for increased perimeter landscaping in the rights-of-way and more color and texture in the pavement design. On September 13, 2011, the Council allowed lesser landscaping; however, it was not explicit in its discussion on what level of landscaping would be appropriate for Lot 2. The landscaping plan that was recently submitted includes both Lots 1 and 2. The landscaping shown on Lot 1 is consistent with the plan presented to the City Council on September 13, 2011. On Lot 2, the plan is similar to Lot 1 on the east side along Grand Avenue; however, on the west side, there are no additional landscaping features. According to Mr. Kuester, it remains consistent with the original landscape plan of 1970, which is a reduction from what was approved in the 2007 plan.

Also according to Mr. Kuester, the City Council has the authority to decide that the landscaping shown on the submitted site plan was adequate under the provisions of the Adaptive Reuse standards or to require a greater or lesser degree of landscaping. The specific waivers being requested by the owners were explained by Mr. Kuester, as follows:

1. Waiver of minimum building setback requirement. The proposed "Retail E" does not meet the required 50-foot setback from the public right-of-way.

2. Waiver of landscaping in setbacks abutting a residentially zoned lot requirement. The area abutting the apartment building on 24th Street is screened with shrubs and trees, but is only 12 feet in width, not the required 20 feet. The applicant proposes to install a six-foot wooden fence at the property line in addition to the six-foot shrubs.

3. Waiver of minimum landscape area requirement. The zoning standards require a 15% minimum landscape area on the development. Currently, the entire site comprises 4.42% of landscaping. The proposed site plan increases the landscaping area to 6.99%, which is a 58% increase in what is there now.

   Planner Kuester noted that, since the site is a redeveloped site, non-conformities are not required to be brought up to current standards unless they are removed entirely. In this case, much of the parking lot will remain.

4. Waiver of setback and perimeter landscaping requirements. Standards require shrubs to be spaced four feet apart between the trees. The spacing shown on the proposed site plan indicates that shrubs will be spaced eight to ten feet apart. Also, shrubs are shown only along the south, east, and a portion of the north property lines.

   According to Mr. Kuester, what is shown is consistent with what the City Council saw in September 2011, to which it gave tacit approval.

5. Waiver of surface parking area interior landscaping requirements. Parking lots of the size of this redevelopment require a 9'x16' landscape island for every 20 interior parking spaces and a 15-foot-wide landscaped median for every three contiguous double-loaded drive aisles. The owner proposes landscaped islands at each end of the parking rows.

   It was pointed out by Mr. Kuester that, if the owner were to install all the required islands and medians, it would reduce the available parking to below the tenants' needs or City requirements.

6. Waiver of surface parking lot landscape plan requirements. Parking areas of more than 16 spaces must have landscaped areas equal to ten percent of the parking lot surface area within and surrounding the parking lot. The total area of the parking area is 868.482 square feet, requiring 86,948 square feet of landscaping within or adjacent to the parking area. The total landscaping on Lots 1 and 2 is 78,890 square feet.

7. Waiver of driveway widths. One driveway on Ferndale Avenue exceeds the maximum followed by the Statewide Urban Design and Specifications (SUDAS) Manual. In this instance, the applicant has provided turning movement information that supports the need for the 52-foot driveway to accommodate the expected 67-foot wheelbase semi-trailer trucks that will serve the retail space.

   According to Mr. Kuester, the City Traffic Engineer supports the proposed waiver.

Planner Kuester advised that the Adaptive Reuse/Major Site Development Plan reflects the existing lots that were created in 2007 as the Streets of North Grand Subdivision; however, the owner has indicated that, at some future time, "Retail A" will want to be on its own separately platted lot. Platting will be needed by the tenant of "Retail A" for leasing and tax purposes, which will require the submittal of a subdivision plat for review and action by the City Council.

Upon being questioned by Council Member Larson, Mr. Kuester stated that screening of mechanical units will be necessary.

Mr. Kuester advised that staff had received all required submittals needed to approve development for "Retail A, B, C, and D."

Council Member Larson asked staff to look at the "fence" in front of Walgreen's on the west side of Grand where there is a drop-off down to the parking lot. He had gotten a call from a constituent alleging that the fence was not safe and is disrepair. Mr. Larson had gone to the site and verified that the fence appeared to be unsafe. Mr. Kuester said that he believed that fence belonged to Walgreens, but had been built on City right-of-way. He will follow up on the concern.

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

Moved by Goodman, seconded by Orazem, to adopt RESOLUTION NO. 12-009 approving the Supplemental Development Agreement for Streets of North Grand Subdivision.

Although he said he would not be voting against approving the Agreement, Council Member Larson stated that he disagreed with Council Member Orazem suggesting that there would be no ramifications to leaving the date as September 2012 for identifying the lessees. The developer has incentives to get the project accomplished as soon as possible; however, the proposed tenants can opt to delay.

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

Moved by Goodman, seconded by Larson, to adopt RESOLUTION NO. 12-010 approving the Adaptive Reuse/Major Site Development Plan for North Grand Mall, with the specific waivers requested, with the following conditions:

1. That a Remote Parking Agreement be submitted and approved by the City Council allowing the excess parking spaces on Lot 1 to make up the deficit on Lot 2;

2. That approval of the Adaptive Reuse/Major Site Development Plan be subject to approval of a Supplemental Development Agreement pertaining to the Streets of North Grand Subdivision by the City and the owner;

3. That the Agreement for the 45-foot access easement be submitted for review by the City prior to seeking authorization for "Alternative A" for "Retail E." (If not submitted for review, the "Retail E" layout as shown on Sheet C3.0 is approved);

4. That the entire area of all landscaped traffic islands be excavated to a depth one foot below the bottom of the root ball of the proposed trees and that clean soil be installed; which also includes the explicit authorization of the City Council to allow the Planning and Housing Director to approve the development of "Retail E" and "Restaurant F" upon review and submittal of a Minor Site Development Plan that meets the following conditions:

    a. The Minor Site Development Plan for "Retail E" must be consistent with the approved Adaptive Reuse Plan for North Grand Mall and comply with the specific waivers granted.

    b. The Minor Site Development Plan for "Retail E" must include elevation drawings that indicate that the finish materials and architectural features are consistent on all four sides of the structure. Window and door patterns (or equivalent design features) will also need to be carried around the building in a manner that ensures the design of the rear of the structure is appropriate for such a prominent public exposure.

    c. The Minor Site Development Plan for "Restaurant F" must be consistent with the approved Adaptive Reuse Plan for North Grand Mall and comply with the specific waivers granted.

    d. The Minor Site Development Plan for "Restaurants F" and "G" must not allow for a deficit of parking to occur on Lots 1 and 2 combined.

    e. The Minor Site Development Plan for "Restaurant F" must contain a minimum of 960 square feet of landscape. This is equivalent to a three-foot border of landscaping around the proposed building although this landscaping can be placed anywhere within the 0.45 -acre "Restaurant F" site.

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

Moved by Davis, seconded by Larson, to adopt RESOLUTION NO. 12-011 approving the Remote Parking Agreement.

Council Member Goodman stated that he was particularly pleased that the City was creating some flexibility to re-use existing space.

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

HEARING ON ULTRAVIOLET DISINFECTION EQUIPMENT FOR WATER POLLUTION CON TROL FACILITY: The public hearing was opened by the Mayor. She closed same after no one came forward to speak.

Moved by Davis, seconded by Goodman, to adopt RESOLUTION NO. 12-012 approving final plans and specifications and awarding contract to Trojan Technologies of London, Ontario, Canada, in the amount of $371,800.00.
Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these minutes.

HEARING ON NATIONAL CENTERS FOR ANIMAL HEALTH (NCAH) PUMP STATION AND WASTEWATER METERING FACILITIES IMPROVEMENTS: The Mayor opened the public hearing. No one asked to speak, and the hearing was closed.

Moved by Wacha, seconded by Goodman, to accept the bid.
Vote on Motion: 6-0. Motion declared carried unanimously.

REQUEST FOR LAND USE POLICY PLAN (LUPP) MAP CHANGE FOR 516 SOUTH 17TH STREET: City Manager Schainker noted that staff had been directed by the City Council to provide a report with background information and history on the area and the reason for the request; that report had been prepared and provided to the Council. Mr. Schainker explained that if the City Council wished additional action on this request, it needed to provide that direction to staff. He further informed the Council that it needed to decide whether or not to authorize a formal application of a Land Use Policy Plan Map Amendment. He cautioned that Council should not deliberate on the merits of a Map Amendment at this time; that action would occur at a later date should the matter be referred.

Council Member Orazem asked if there had been any increase in traffic in this area. Mr. Schainker advised that, due to the density of apartments in the area, CyRide had increased the number of buses routed to the area. Council Member Wacha, who serves as the City Council representative to Transit Board, noted that the route frequency was the same; however, more buses had been added.

Council Member Goodman said that he understood the frustration of the owner in that the land does not provide access to any arterial. Mr. Larson noted that he preferred not to remove the Highway-Oriented Commercial uses from the area in question due to the density of residential development; he foresees a need to provide goods and services to the residents.

At the inquiry of Council Member Szopinski, Council Member Davis noted that an email had been received from Warren Madden, Vice-President for Business and Finance at Iowa State University, advising that the current Board of Regents Institutional Road Program had not allocated any funds or included any plan to widen South 16th Street, which would be impacted by higher-density housing in the area in question. It was noted that the institutional road being referenced in the email is to the west of 517 South 17th Street.

Mayor Campbell noted that if the Council took no action on the request, it, in effect, was denying the request for a Land Use Policy Plan Map change for this area.

FEMA HAZARD MITIGATION GRANT PROGRAM: Municipal Engineer Tracy Warner recalled that, as a follow-up to the 2010 flooding, Public Works staff submitted 11 projects for consideration under FEMA's Hazard Mitigation Grant Program (HMGP). The Iowa Homeland Security and Emergency Management Division (HSEMD) completed its preliminary review of two of the projects, and Clapsaddle-Garber Associates had completed the project application for (1) Waterbury Court and (2) Castlewood Place.

At the inquiry of Council Member Goodman, Ms. Warner acknowledged that waiting for FEMA to make a decision and the process required for that funding has taken a long time. She believed that, if City funds had been allocated, the projects would have been designed and accomplished by this time.

According to Ms. Warner, engineering analyses of the other four flood mitigation projects is continuing with the hope they will be before the Council for approval to submit grant applications within the next two months. City Manager Schainker advised that five of the flood mitigation projects had been withdrawn from further HMGP funding consideration, and during the upcoming budget hearings, the City Council will need to determine if the City should proceed with those projects absent any federal funding.

Moved by Davis, seconded by Goodman, to adopt RESOLUTION NO. 12-013 approving a modified resolution as part of HMGP application through Iowa HSEMD to FEMA for local match funding being a minimum of 15 percent for the Waterbury Court project with a total project estimated cost of $88,700; approve a resolution as part of HMGP application through Iowa HSEMD to FEMA for local match funding being a minimum of 15 percent for the Castlewood Place project with an estimated cost of $77,000; and to designate Tracy Warner, Municipal Engineer, as the applicant's Authorized Representative for both HMGP projects.
Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these minutes.

PROCESS FOR ADOPTING BUILDING CODES: Fire Chief Clint Petersen told the Council that staff had recently started the process to adopt the newest version of the *National Electric Code* (NEC), and it was important that Council feel comfortable with how national minimum safety standards are recommended for adoption and the process used in Ames to adopt new versions. He reported that the Council could choose to direct staff to modify past adoption processes or add to the current plan before staff presented the NEC for adoption. He also informed the Council that next year a larger slate of currently adopted national code standards will be revised and brought to Council for approval.

Chief Petersen explained that international organizations of professionals in specific branches of building and building systems design, construction, products manufacturing, and governmental regulatory specialties develop detailed minimum standards, by consensus, for all building disciplines. Those standards are published, distributed, and widely used by governmental jurisdictions, public and private institutions, corporations, and other entities throughout the world. Jurisdictions adopt codes "by reference" instead of copying several thousand pages of detailed technical standards into their respective state or municipal codes. According to Chief Petersen, the City has historically followed the State of Iowa by adopting model code updates within six months of the State's action. He said that, within the next few weeks, staff will bring an item forward recommending adoption of the 2011 NEC into Chapter 5 of the *Ames Municipal Code* to bring the City's local standards into alignment with the State's adopted standards. Chief Petersen also advised that, in Fall 2012, staff will begin working on the process to bring adoption of the 2012 International Codes forward for Council action in the late spring of 2013.

It was explained by Chief Petersen that International Codes are promulgated by the International Code Council and are the most widely adopted building construction standards now commonly in use internationally. He named the model codes adopted by reference by the State of Iowa, the City of Ames, and other Iowa communities. The model codes are revised at regular three-year cycles to eliminate outdated text, to add new text, and to change current text for improved clarity. At each cycle, summaries of code changes are published by the organizations and reviewed by the adopting jurisdictions. All International Codes and Uniform Codes are revised on the same cycle: 2006, 2009, 2012, etc. The *National Electrical Code* (NEC) is revised on a different cycle: 2005, 2008, 2011.

Chief Petersen explained that the Building Board of Appeals was comprised of general contractors, architects, engineers, plumbers and electricians. Its purpose is to lead the public process to analyze Code revisions and make recommendations to the Council for Code adoption or Code adoption with local amendments. He also explained that the process for reviewing the proposed changes to the *National Electric Code* was representative of how the City typically obtain public input regarding code modifications. The public input process was described in more detail.

ZONING ORDINANCE CORRECTIONS/CLARIFICATIONS: Moved by Goodman, seconded by Wacha, to pass on third reading and adopt ORDINANCE NOS. 4095 THROUGH 4104 making text amendments that will correct and/or clarify various sections of Zoning Ordinance, including definitions, general zoning regulations, development standards, residential high density permitted uses, neighborhood commercial signage standards, village residential design guidelines, and site development plan review.
Roll Call Vote: 6-0. Ordinance declared adopted unanimously, signed by the Mayor, and hereby made a portion of these minutes.

ORDINANCE TO PERMIT BANQUET HALLS, EXHIBITION AREAS, AND MEETING AREAS IN GENERAL INDUSTRIAL ZONING DISTRICTS: Moved by Goodman, seconded by Wacha, to pass on third reading and adopt ORDINANCE NO. 4105 to permit banquet halls, exhibition areas, and meeting areas in General Industrial Zoning Districts.
Roll Call Vote: 6-0. Ordinance declared adopted unanimously, signed by the Mayor, and hereby made a portion of these minutes.

ORDINANCE ADDING ROSE PRAIRIE TO WARD AND PRECINCT: Moved by Goodman, seconded by Wacha, to pass on third reading and adopt ORDINANCE NO. 4106 adding Rose Prairie Subdivision to Ward 2, Precinct 5.
Roll Call Vote: 6-0. Motion declared carried unanimously.

COUNCIL COMMENTS: Moved by Wacha, seconded by Goodman, to refer to staff the letter from Kellogg Housing Co-Op dated November 17, 2011.
Vote on Motion: 6-0. Motion declared carried unanimously.

CLOSED SESSION: Moved by Davis, seconded by Larson, to hold a Closed Session as provided by Section 20.17(3), *Code of Iowa*, to discuss collective bargaining strategy.
Roll Call Vote: 6-0. Motion declared carried unanimously.

The Council reconvened in Open Session at 8:56 p.m.

ADJOURNMENT: Moved by Davis to adjourn the meeting at 8:57 p.m.

_____________________________________ _____________________________________
Diane R. Voss, City Clerk Ann H. Campbell, Mayor

MINUTES OF THE SPECIAL MEETING
OF THE AMES CITY COUNCIL

AMES, IOWA **JANUARY 17, 2012**

The Ames City Council met in special session at 5:15 p.m. on the 17th day of January, 2012, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law with Mayor Ann Campbell presiding and the following Council members present: Goodman, Orazem, Szopinski, and Wacha. Council Member Davis arrived at 5:23 p.m., and Council Member Larson was absent. *Ex officio* Member Finseth was also present.

Mayor Campbell announced that the primary purpose of this meeting was to concentrate on the five-year Capital Improvements Plan. However, the Council firstly needed to take action on two items of business.

Moved by Orazem, seconded by Goodman, to approve the following two items:

1. RESOLUTION NO. 12-014 confirming appointment of Government of the Student Body Senator Rachel Gerdes to the Ames Transit Agency Board of Trustees
2. RESOLUTION NO. 12-015 approving Human Services contract with Orchard Place for childcare provider support services from January 25, 2012, through June 30, 2012.
   Roll Call Vote: 4-0. Resolutions declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

WORKSHOP ON THE 2012-2017 CAPITAL IMPROVEMENTS PLAN (CIP): City Manager Steve Schainker emphasized that the Plan outlines the City's funding strategy for major public improvement projects to be completed over the next five fiscal years (2012/13-2016/17). Projected expenditures in the Plan total $249,124,023. Mr. Schainker advised that public input will be taken at the Council meeting scheduled for January 24, 2012, and again at the final budget public hearing to be held on February 14, 2012.

Council Member Davis arrived.

Public Safety - Fire. City Manager Schainker described Fire Station Improvements that are planned for the three Fire Stations in FY 2013/14 and the driveway replacement for Station #1in FY 2015/16. New Self-Contained Breathing Apparatuses will be purchased over two fiscal years (2014/15 and 2015/16).

Public Safety - Traffic. John Joiner, Public Works Director, explained West Lincoln Way Intersection Improvements with Dotson Drive/Lincoln Way (construction) occurring in FY 2012/13; and the Traffic Signal Program, with signal replacement at Lincoln Way/Hayward Avenue scheduled for FY 2012/13. Mr. Joiner explained the use of sharrows (bicycles and automobiles sharing the roadway), which will be a new project: Multi-Modal Roadway Improvements. Duff Avenue (6th Street to 13th Street) will be done in 2012/13. As part of the Traffic Engineering Studies program, the Transportation Funding Study, scheduled for 2012/13, will analyze potential funding sources for roadway improvements, including the Grand Avenue Extension project. It was pointed out that no project is planned under the Shared Use Path System Expansion program for 2012/13. City Manager Schainker noted that this program supports one of the City Council's priorities for the year, which is connecting the community. The Skunk River Trail Extension (East Lincoln Way to South River Valley Park) will be accomplished in 2013/14.

There will be no projects 2012/13 or 2014/15. Construction on the Skunk River Trail Extension will begin again in 2015/16 and carry into 2016/17 for SE 16th Street to East Lincoln Way, which will include bridge reconstruction and paving, respectively. Lastly, under Public Safety - Traffic, Mr. Joiner explained that the U. S. 69 Intersection Improvements, 13th Street/Grand Avenue, that is scheduled to occur in 2013/14 .

Resource Recovery Plant (RRP). Public Works Director Joiner informed the Council that there are cost changes to purchase new and replacement components and equipment at the RRP due to additional projects that were identified in the annual evaluation of the five-year maintenance needs of the Plant. Materials for two annual preventive maintenance projects had been included in the costs. Mr. Joiner said that RRP personnel perform the work to complete the preventive maintenance projects. A new project is proposed to replace the 36-year-old high-speed Primary Shredder. The new unit will process material that has previously been diverted to the landfill. The project will be done in two phases in 2013/14 and 2014/15. The estimated payback for the new equipment is 6.5 years.

Water and Pollution Control. Water and Pollution Control Director John Dunn gave an update on the New Water Treatment Plant project, which was initiated in FY 2008/09. Mr. Dunn advised that he learned this afternoon that the City was named a recipient of a $5.88 million grant from the DNR to assist in the construction of the new water plant to LEED Certification standards. Ames will be the first LEED-certified Plant in Iowa and the second in the nation. The construction of the new Water Treatment Plant has been delayed due to the lengthy land acquisition process. Mr. Dunn noted that the proposed funding source for the majority of the approximately $60 million project will be loans from the Iowa Drinking Water State Revolving Fund (SRF) and repaid over 20 years out of water revenues. Mr. Dunn also provided information on the City's wells. Development of the next well field is proposed to begin in 2016. Some land acquisition will be necessary; that process will begin in Fiscal Year 2012/13. Automatic Meter Reading Conversion was defined as a multi-year project to convert the water meter reading system from the existing generator/remote technology to the current industry standard of automatic meter reading. The implementation will be spread out over ten years, with new equipment being installed in discrete areas each year in coordination with the Utility Customer Service Division. Mr. Dunn reported that the WPC Plant Disinfection project will see a cost decrease of approximately $377,000 from what was shown last year. The schedule reflects a shift of funds from the current year into the first year of the CIP (2012/13). Funding for the project will come from a SRF loan. Also in 2012/13, there will be an evaluation of the current Water Pollution Control facility to ascertain the condition of structural and mechanical elements and prioritize the major replacement needs. The Plant Facility Improvements from FY 2012/13 through 2016/17 were explained. There would be no change in the Digester Improvements program. The WPC Electrical System Maintenance will see a cost change. This activity is recommended every five years, with the next round planned for FY 2016/17. The WPC Plant Residuals Handling Improvements program is being delayed. There will be no change in the Flow Equalization Expansion project.

Utilities - Water Distribution. Director Joiner noted that there would be no changes to the Water System Improvements program, which provides for replacing water mains in areas that are experiencing rusty water problems. A new project, the Woodview Drive Water and Sewer Project, for design and construction of water and sanitary sewer mains along Woodview Drive, will be accomplished in accordance with the property assessment agreements.

Utilities - Storm Sewer. Mr. Joiner noted a site change for the Low-Point Drainage Improvements. In 2012/13, the location will be Oliver Circle. A new project, Flood Response and Mitigation program, was explained in detail by Mr. Joiner. Two projects will be contained in the Operating Budget: Fourth Street Water Main and the bank erosion project in Stewart Smith Park. Mr. Joiner broke the projects into two categories: FEMA-funded and local-funded. City Manager Schainker emphasized that this program contains City funding in the form of $2.6 million in G. O. Bonds (debt service). He reminded the Council that under the new rate philosophy, some customers' bills will be impacted. Mr. Schainker also noted that policy questions will need to be addressed for this now-consolidated program to deal with flooding issues. He reported that what has been included in the draft CIP is the best information available to the City at this time. An ongoing program, Storm Water Facility Rehabilitation Program, was explained by Director Joiner. Storm Sewer Outlet Erosion Control was also described. No projects are being recommended for 2012/13 for Storm Sewer Improvement Program, with those funds being applied to the Flood Response and Mitigation Project.

Utilities - Sanitary Sewer. Mr. Joiner noted that no changes were being recommended to the Sanitary Sewer System Evaluation program, which includes manhole inspection, smoke testing, manhole rehabilitation, flow monitoring, and sewer video inspection of areas with the greatest measured infiltration. No changes are contemplated for the annual Sanitary Sewer Rehabilitation program or the Clear Water Diversion program.

Council Member Goodman asked to revisit the Shared Use Path System Expansion. He is concerned what will happen if FEMA funding is not received. Mr. Goodman noted that he had received many inquiries about when the bridge over Squaw Creek would be reconstructed. Council Member Davis cited his preference that the monies be directed to the Flood Response

Moved by Goodman, seconded by Wacha, to direct staff to bring back to Council possible ways to fund the reconstruction of the bridge without taking from the Flood Response and Mitigation program.

City Manager Schainker reported that the bridge would have to be removed when the Grand Avenue Extension project is finished. The City had contemplated repairing the bridge even knowing that it would eventually be removed. Council Member Orazem recommended that staff look at the former bridge that was over the Skunk River at SE 16th Street to see if it could be used.

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

Electric. Donald Kom, Electric Services Director, stated that the capital projects for Electric over the next five years total slightly over $51 million. The majority of those funds come from rate dollars. Iowa State University does provide approximately $1.6 million towards transmission projects based on their load. Mr. Kom broke the projects into three categories: Electric Services, Transmission/Distribution, and the Power Plant. He advised that, for FY 2012/13, $1 million (ten percent of the five-year budget) has been allocated to Energy-Reduction Programs. The FY 2012/13 budget for Substations and Power Lines equates to $4,840,000 or 25% of the five-year budget. This amount includes transmission, feeder expansion, and reliability improvements. Electric Production comprises 65% of the five-year budget at $10,140,000. This includes Unit #8, Unit #7, Plant systems (fire protection, fuel storage tanks, oil guns and ignitors, and roof replacement), Gas Turbines, Environmental Protection Agency issues, and RDF Bin Work. In answer to Council Member Goodman's inquiry about staying the course with recommended improvements, Assistant Electric Services Director Brian Trower advised that the Burns & McDonald Study did not anticipate the environmental rules that were going to be imposed. Mr. Trower provided a status report to the Council on compliance with three environmental rules and their potential for impacting City Electric operations. Council Member Orazem voiced his concerns that the EPA may mandate certain improvements without much notice to the City. He wondered if the City should put some of the $3.8 million into the current year in anticipation of having to make environmental improvements. Mr. Kom advised that if staff learns anything new, they will bring it to the Council's attention.

Transportation - Streets Engineering. According to Public Works Director Joiner, there will be cost and site changes in the annual Collector Street Pavement Improvements, Asphalt Street Reconstruction Program, CyRide Route Pavement Improvements, Arterial Street Pavement Improvements, and Concrete Pavement Improvements. Over $2 million in Metropolitan Planning Organization funding will be used for Arterial Street Pavement Improvements. Downtown Street Pavement Improvements will also see a cost change and site change. City Manager Schainker advised that Road Use Tax funds will be used for the annual Asphalt/Seal Coat Street Rehabilitation program. Director Joiner noted that the Grand Avenue Extension, from Lincoln Way to South 16th Street, has been delayed in an attempt to receive federal funding. Council Member Goodman noted that the University had advised that it had not anticipated providing any funding for expansion of South 16th Street and had not anticipated additional traffic on that road, of which part is an institutional road. He asked if the project should be removed from this CIP. Director Joiner advised that the Grand Avenue Extension project is a critical link in the City's transportation network, and staff prefers to leave it in and continues to hope that federal funding will open up for this project.

Transportation - Street Maintenance. Mr. Joiner explained the Bridge Rehabilitation Program, which was based on Iowa Department of Transportation recommended maintenance/improvements to bridges in Ames. A new program, Lincoln Way Median Improvements, was highlighted. It will provide funding for the enhancement of the medians on Lincoln Way from Beach Avenue to Sheldon Avenue. Mr. Joiner also named the annual programs included in the Plan: Neighborhood Curb Replacement, Shared-Use Path Pavement Improvements, Sidewalk Safety Program, and Retaining Wall Reconstruction. He also noted that the Salt Storage Facility will be delayed until a location has been determined and grant opportunities identified.

Transportation - Airport. No Airport Improvements are planned for FY 2012/13 or 2014/15. The terminal building will be replaced in 2013/14. It has been delayed in order to hold public/user meetings to further define the scope of the building project.

Community Enrichment - Public Works. Drive lanes will be restored and improved at the Municipal Cemetery throughout the five years of the CIP.

Transportation - Transit. Transit Director Sheri Kyras advised that CyRide's capital budget for the next five years totals nearly $11.3 million. She highlighted the cost changes and delays for the Vehicle Replacement Program. Under the CyRide Shop and Office Equipment program, four to seven replacement computers will be funded each year, and approximately $50,000/year will fund other shop and office items. Bus Stop Improvements have been delayed, pending a new bus shelter design that improves the image of the structures; that design will be completed in

Spring 2012 with implementation beginning at that time. The Alternative Route Analysis has also been delayed. CyRide completed a Transit Feasibility Study in 2007, which identified a need to implement major service-level changes on its highest ridership route from Iowa State Center to Campus. That Study recommended a Bus Rapid Transit service on CyRide's Orange Route that would increase capacity and comfort on the route and reduce travel time for customers. A complete detailed analysis of the BRT-type service concept is necessary, and that study is anticipated to bid when the Intermodal Facility project is completed. The Building Expansion and Modernization project is also being delayed. Ms. Kyras described four projects that will consist of additional bus storage, flood protection, increased ceiling height, and structural repairs to CyRide facilities.

The meeting recessed at 7:10 p.m. and reconvened at 7:18 p.m.

Parks & Recreation. Nancy Carroll, Director of Parks and Recreation, described the planned maintenance projects at the Municipal Pool. Ms. Carroll noted that the Municipal Pool is soon-to-be 50 years old. The School District and City are in agreement that the wading pool will be demolished in Fall 2012, as renovations to it would equate to over $100,000. Ms. Carroll detailed the Parks and Recreation Facility Improvements that will occur through 2016/17. In 2012/13, Carr Pool basin and mechanical system will be demolished to coincide with the reconstruction of Meadowlane Drive. South River Valley Softball Fields will see fencing replaced on two diamonds. Adjustable basketball standards will be replaced at the Community Center. According to Ms. Carroll, a park will be constructed in Northridge Heights beginning in Spring 2012. The anticipated opening will occur in Spring 2013.

Brookside Park Improvements, including the limestone steps and walls leading from Brookridge Avenue west into Brookside Park will be rebuilt in 2012/13. The existing gravel driveway/parking lot will be removed in 2014/15 and a hard-surfaced parking lot will be installed adjacent to 6th Street. Tennis Court Improvements at Brookside Park will be reconstructed in 2012/13, the courts at Inis Grove Park will be resurfaced in 2014/15, and the courts at Emma McCarthy Lee Park will be resurfaced in 2015/16. Ms. Carroll detailed the resident and park user input received in October 2011, which indicated the need to replace the existing four courts and lights at Brookside Park. Improvements to Ada Hayden Heritage Park would continue with erosion damage repairs in 2012/13, invasive plant species being removed in 2013/14, and two major projects: resurfacing the north loop trail adjacent to the lake at a cost of $284,000 and resurfacing the south loop trail adjacent to the lake at a cost of $200,000 are planned for 2014/15 and 2015/16, respectively. There are no changes planned for the Playground/Park Equipment Improvements.

Ms. Carroll reminded the Mayor and Council that each year, the City and Iowa State University each contribute $20,000 to the Ames/ISU Ice Arena Fund to ensure that the facility is well-maintained. Projects are planned for 2012/13 to replace rubber flooring in the lobby, air condition four locker rooms, and study energy efficiency and equipment life expectancy and to replace the water heaters in 2013/14.

A new project, to construct four sand volleyball courts with lights east of Emma McCarthy Lee Park tennis courts in 2013/14, was explained by Ms. Carroll. Another new project, the Inis Grove Park Restroom Replacement, is planned for 2015/16. Lastly, Ms. Carroll indicated that there was no change anticipated for the Community Gathering Venue. She recalled that in 2009 and 2010, conversations were held between City staff and members of the Ames Foundation and Main Street

Cultural District. She indicated that should the City Council desire to move forward with this project, the Ames Foundation is supportive of raising significant funds to help construct a community gathering place in the parking lot east of City Hall. Discussion ensued as to whether the project should remain in the CIP. It was decided to leave it in.

Library. Art Weeks, Library Director, explained that there are no changes contemplated for the Radio Frequency Identification System project or the Bookmobile Replacement. He explained a new project, an Automated Materials Handling System, by which library materials returned to the book drop are automatically checked in from patron circulation and then automatically sorted into bins in preparation for shelving by staff.

Information was provided by Mr. Weeks regarding the Library Renovation. He referenced the ballot measure authorizing $18,000,000 in bonds to expand and renovate the Public Library. He advised that the Friends Foundation is still very aggressively fund-raising; it is approximately 80% to its goal. It is anticipated that construction/renovation will begin in 2013/14 and be completed in 2014/15. According to Mr. Weeks, the CIP pertaining to the library's budget will change slightly as the cash flows only became available this week. He also noted that the existing Bookmobile will be sold after the new one has been purchased. The Bookmobile will be funded through the Fleet Replacement Program; depreciation monies exist to replace it.

Community Enrichment. City Manager Steve Schainker said there were no changes proposed for the Neighborhood Improvement Program or the Downtown Facade Program.

Facilities/Fleet Services. Fifty thousand dollars ($50,000) is being allocated each year of the CIP for City Hall Mechanical/Structural Improvements. City Maintenance Facility Improvements are planned for 2014/15, 2015/16, and 2016/17.

Conclusion. City Manager Schainker presented a summary of the Capital Improvements Plan expenditure by program. He then summarized revenues by type. Mr. Schainker emphasized that he makes every attempt to avoid issuing revenue bonds to supplant Utility funds. He brought the Council's attention to the New Water Plant project, estimated at approximately $60 million. to Mr. Schainker noted the importance of the City's receipt of a low-interest loan to help fund that project.

Mr. Schainker reported that the City has received the highest bond rating (Aaa). Finance Director Duane Pitcher brought the Council's attention to the Projection of Debt Capacity. He reminded the Council that the state places a debt limitation on all debt that is subject to property taxes; that limitation is 5% of total actual valuation. The City policy, historically, has been to reserve 25% of available debt capacity. In 2012/13, it is projected that the City will have approximately 62% unreserved debt capacity available. According to Mr. Pitcher, the City will have more debt going off than coming on by the end of the CIP. He advised that additional information on debt capacity will be presented at the Budget Overview on February 3, 2012. City Manager Schainker announced that public input on the Capital Improvements Plan will occur on January 24, 2011.

ADJOURNMENT: Moved by Davis to adjourn the meeting at 8:10 p.m.

____
Diane R. Voss, City Clerk

____
Ann H. Campbell, Mayor

REPORT OF
CONTRACT CHANGE ORDERS

Period:	☒	1st – 15th
	☐	16th – end of month
Month and year:	January, 2012	
For City Council date:	January 24, 2012	

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	Purching Contact Person/Buyer
Transit	Ames Intermodal Facility	13	$7,115,000.00	The Weitz Co., LLC	$131,749.00	$676.75	S. Kyras	MA
Transit	Ames Intermodal Facility	14	$7,115,000.00	The Weitz Co., LLC	$132,425.75	$-(14,373.80)	S. Kyras	MA
Electric Services	Unit 8 Stack Repair	3	$191,400.00	Gerard Chimney Company	$0.00	$26,416.26	S. Lundt	CB
			$		$	$		
			$		$	$		
			$		$	$		

Memo

Police Department

ITEM NO. 5 a - f

TO: Mayor Ann Campbell and Ames City Council Members

FROM: Commander Geoff Huff – Ames Police Department

DATE: December 13, 2011

SUBJECT: Beer Permits & Liquor License Renewal Reference City Council Agenda January 24, 2012

The Council agenda for January 24, 2012, includes beer permits and liquor license renewals for:

- Class C Liquor – The 5 & Dime, 115 5th Street
- Class C Liquor & Outdoor Service – West Towne Pub, 4518 Mortensen Road Suite 101
- Class C Liquor & Outdoor Service – Dublin Bay, 320 South 16th Street
- Special Class C Liquor & Outdoor Service – Black Market Pizza, 2610 Northridge Parkway
- Class E Liquor, C Beer, & B Wine – Campustown Liquor, 218 Welch Ave. Suite 3
- Class C Liquor & Outdoor Service – Mickey's Irish Pub, 109 Welch Ave

A routine check of records found no violations for The 5 & Dime, West Towne Pub, Dublin Bay, Black Market Pizza, or Campustown Liquor.

The same check found 4 citations for on premises at Mickey's Irish Pub and one arrest for public intoxication during the renewal period.

The police department would recommend renewal for all six establishments.

RESOLUTION NO. ______

RESOLUTION APPROVING AND ADOPTING SUPPLEMENT NO. 2012-1 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 January 1, 2012, as Supplement No. 2012-1 to the Ames Municipal Code.

Adopted this __________ day of ________________________, 201_.

____
Ann H. Campbell, Mayor

Attest:

____
Diane R. Voss, City Clerk

CITY OF AMES IOWA

Caring People
Quality Programs
Exceptional Service

Memo

City Clerk's Office

TO: Members of the City Council

FROM: Ann H. Campbell, Mayor

DATE: January 20, 2012

SUBJECT: Appointment of Council Member to Story County Decategorization Empowerment Board

Former City Council Member Riad Mahayni has represented the City on the Story County Decategorization Empowerment Board (SCDEB). Since he did not seek re-election, that position needs to be filled by a City Council member.

Council Member Victoria Szopinski has agreed to represent the City in this capacity. Therefore, I request that the City Council approve the appointment of Council Member Szopinski to serve on the Story County Decategorization Empowerment Board.

AHC/jlr

Memo

Mayor's Office

Caring People
Quality Programs
Exceptional Service

TO: Members of the City Council

FROM: Ann H. Campbell, Mayor

DATE: January 20, 2012

SUBJECT: Appointment of Council Member Szopinski to **Ames Reads** Steering Committee

At the Council's October 11 meeting, you will recall that Carolyn Jons gave a presentation regarding an All-America City Literacy Award. She spoke on behalf of the following Ames organizations and their leaders: Ames Community School District, Ames Public Library, The Tribune, Des Moines Area Community College, Ames Chamber of Commerce, Iowa State University Curriculum and Instruction Department, United Way of Story County, and Raising Readers in Story County.

The above-named Steering Committee's mission is to increase early language and literacy development in children from birth to age eight. Mrs. Jons said the Steering Committee had unanimously agreed that pursuing a "City of Readers" initiative would benefit Ames. It was further agreed that the first step would be to apply for the 2012 All-America City Grade Level Reading Award.

During that meeting, it was requested that a City Council member be appointed to serve on the **Ames Reads** Steering Committee as it plans for the All-America City Literacy Award. Victoria Szopinski has agreed to serve in this capacity. Therefore, I request that the City Council approve the appointment of Council Member Szopinski to the **Ames Reads** Steering Committee.

CITY OF AMES IOWA
Caring People
Quality Programs
Exceptional Service

City Treasurer

P. O. Box 811
515 Clark Avenue
Ames, Iowa 50010
515-239-5119
Fax 515-239-5320

TO: Mayor and City Council

FROM: Roger Wisecup, CPA
City Treasurer

DATE: January 9, 2012

SUBJECT: Investment Report for Quarter Ending December 31, 2011

Introduction
The purpose of this memorandum is to present a report summarizing the performance of the City of Ames investment portfolio for the quarter ending December 31, 2011.

Discussion
This report covers the period ending December 31, 2011 and presents a summary of the investments on hand at the end of December 2011. The investments are valued at amortized cost; this reflects the same basis that the assets are carried on the financial records of the City. All investments are in compliance with the current Investment Policy.

Comments
The Federal Reserve has continued to maintain its target rate for federal funds at zero to 0.25 percent. While the yield curve has a normal shape, rates are at historic lows. This means that future investments will be made at lower rates and future interest income will decrease. The current outlook has the Federal Reserve maintaining the target rate into the second quarter of 2013. Therefore, we will maintain our investment strategy, extending some investments maturities to the twelve months and longer range.

CITY OF AMES, IOWA

CASH AND INVESTMENTS SUMMARY
AND SUMMARY OF INVESTMENT EARNINGS

FOR THE QUARTER ENDED DECEMBER 31, 2011
AND THE ACCUMULATED YEAR-TO-DATE

DESCRIPTION	BOOK VALUE	MARKET VALUE	UN-REALIZED GAIN/(LOSS)
CERTIFICATES OF DEPOSIT	32,750,000	32,750,000	0
FEDERAL AGENCY DISCOUNTS	197,844	199,780	1,936
FEDERAL AGENCY SECURITIES	39,393,473	39,537,879	144,406
COMMERCIAL PAPER	10,486,045	10,485,495	(550)
INVESTMENT POOLS			0
PASS THRU SECURITIES PAC/CMO	986,329	969,797	(16,532)
MONEY FUND SAVINGS ACCOUNTS	14,197,724	14,197,724	0
PASSBOOK/CHECKING ACCOUNTS	8,001,633	8,001,633	0
US TREASURY SECURITIES			0
INVESTMENTS	106,013,048	106,142,308	129,260
CASH ACCOUNTS	13,490,108	13,490,108	
TOTAL FUNDS AVAILABLE	119,503,156	119,632,416	129,260

ACCRUAL BASIS INVESTMENT EARNINGS	YR-TO-DATE
GROSS EARNINGS ON INVESTMENTS:	420,149
INTEREST EARNED ON CASH:	13,016
TOTAL INTEREST EARNED:	433,165

Investments FY 2011-2012
Portfolio Management
Portfolio Summary
December 31, 2011

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Certificates of Deposit	32,750,000.00	32,750,000.00	32,750,000.00	30.89	684	429	0.923	0.936
Money Market	14,197,724.00	14,197,724.00	14,197,724.00	13.39	1	1	0.542	0.550
Passbook/Checking Accounts	8,001,633.03	8,001,633.03	8,001,633.03	7.55	1	1	0.247	0.250
Commercial Paper Disc. -Amortizing	10,500,000.00	10,485,495.00	10,486,045.01	9.89	179	120	0.398	0.404
Federal Agency Coupon Securities	39,206,000.00	39,537,878.97	39,393,473.33	37.16	1,284	1,128	1.193	1.210
Federal Agency Disc. -Amortizing	200,000.00	199,780.00	197,844.00	0.19	588	74	0.666	0.676
Pass Through Securities /PAC/CMO	948,102.39	969,796.99	986,328.86	0.93	1,443	516	1.747	1.771
Investments	**105,803,459.42**	**106,142,307.99**	**106,013,048.23**	**100.00%**	**721**	**569**	**0.877**	**0.889**

Total Earnings	December 31 Month Ending	Fiscal Year To Date
Current Year	72,627.07	420,148.90
Average Daily Balance	**109,316,627.79**	
Effective Rate of Return	**0.78%**	

I certify that these reports are in conformance with the Iowa Public Investment Act.

Roger J. Wisecup II, CPA   1-9-12

Roger J Wisecup II, City Treasurer

US TREASURY CONSTANT MATURITY RATES
PERIOD ENDING DECEMBER 31, 2011
3 YEAR COMPARISON

	December 31, 2011	December 31, 2010	December 31, 2009
3 Months	0.02%	0.12%	0.06%
6 Months	0.06%	0.19%	0.20%
1 Year	0.12%	0.29%	0.47%
2 Years	0.25%	0.61%	1.14%
3 Years	0.36%	1.02%	1.70%
5 Years	0.83%	2.01%	2.69%

Investments FY 2011-2012
Portfolio Management
Portfolio Details - Investments
December 31, 2011

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity	Maturity Date
Certificates of Deposit												
SYS48280	48280	First National Bank		09/09/2010	2,000,000.00	2,000,000.00	2,000,000.00	0.950	0.937	0.950	152	06/01/2012
SYS48315	48315	First National Bank		10/15/2010	5,000,000.00	5,000,000.00	5,000,000.00	1.000	0.986	1.000	516	05/31/2013
SYS48761	48761	First National Bank		10/14/2011	1,500,000.00	1,500,000.00	1,500,000.00	0.300	0.296	0.300	30	01/31/2012
SYS48762	48762	First National Bank		10/14/2011	1,500,000.00	1,500,000.00	1,500,000.00	0.300	0.296	0.300	45	02/15/2012
SYS48764	48764	First National Bank		10/14/2011	1,500,000.00	1,500,000.00	1,500,000.00	0.300	0.296	0.300	59	02/29/2012
SYS48765	48765	First National Bank		10/14/2011	1,000,000.00	1,000,000.00	1,000,000.00	0.350	0.345	0.350	89	03/30/2012
SYS48766	48766	First National Bank		10/14/2011	1,000,000.00	1,000,000.00	1,000,000.00	0.350	0.345	0.350	103	04/13/2012
SYS48767	48767	First National Bank		10/14/2011	1,000,000.00	1,000,000.00	1,000,000.00	0.350	0.345	0.350	117	04/27/2012
SYS48768	48768	First National Bank		10/14/2011	1,000,000.00	1,000,000.00	1,000,000.00	0.350	0.345	0.350	135	05/15/2012
SYS144221114A	144221114A	Great Western Bank		09/29/2011	1,250,000.00	1,250,000.00	1,250,000.00	0.350	0.345	0.350	12	01/13/2012
SYS144221114B	144221114B	Great Western Bank		09/29/2011	1,000,000.00	1,000,000.00	1,000,000.00	0.350	0.345	0.350	12	01/13/2012
52183	52183	Valley Bank		04/15/2010	5,000,000.00	5,000,000.00	5,000,000.00	1.829	1.804	1.829	152	06/01/2012
SYS7809399202	7809399202	Wells Fargo		10/14/2011	4,500,000.00	4,500,000.00	4,500,000.00	1.064	1.049	1.064	882	06/01/2014
SYS7809399210	7809399210	Wells Fargo		10/14/2011	4,500,000.00	4,500,000.00	4,500,000.00	1.226	1.209	1.226	1,247	06/01/2015
SYS7961416901	7961416901	Wells Fargo		09/30/2010	1,000,000.00	1,000,000.00	1,000,000.00	0.754	0.744	0.754	152	06/01/2012
		Subtotal and Average	**35,983,870.97**		**32,750,000.00**	**32,750,000.00**	**32,750,000.00**		**0.923**	**0.936**	**429**	
Money Market												
SYS4531558874A	4531558874A	Great Western Bank			4,069,422.26	4,069,422.26	4,069,422.26	0.550	0.542	0.550	1	
SYS4531558874B	4531558874B	Great Western Bank			10,128,301.74	10,128,301.74	10,128,301.74	0.550	0.542	0.550	1	
		Subtotal and Average	**14,196,689.28**		**14,197,724.00**	**14,197,724.00**	**14,197,724.00**		**0.542**	**0.550**	**1**	
Passbook/Checking Accounts												
SYS6952311634A	6952311634A	Wells Fargo		10/19/2011	4,000,816.52	4,000,816.52	4,000,816.52	0.250	0.247	0.250	1	
SYS6952311634B	6952311634B	Wells Fargo		10/19/2011	4,000,816.51	4,000,816.51	4,000,816.51	0.250	0.247	0.250	1	
		Subtotal and Average	**8,001,378.46**		**8,001,633.03**	**8,001,633.03**	**8,001,633.03**		**0.247**	**0.250**	**1**	
Commercial Paper Disc. -Amortizing												
36959HDW4	0562-11	General Electric Capital Corp.		11/01/2011	1,000,000.00	999,380.00	998,833.33	0.350	0.351	0.355	120	04/30/2012
36959HFF9	0574-11	General Electric Capital Corp.		12/12/2011	1,500,000.00	1,497,705.00	1,497,925.00	0.300	0.305	0.310	166	06/15/2012
36959HFV4	0575-11	General Electric Capital Corp.		12/12/2011	1,500,000.00	1,497,510.00	1,497,750.00	0.300	0.305	0.310	180	06/29/2012
4042F0AX9	0556-11	HSBC		09/30/2011	1,000,000.00	999,750.00	999,708.33	0.350	0.350	0.355	30	01/31/2012
4042F0BF7	0557-11	HSBC		09/30/2011	1,000,000.00	999,540.00	999,562.50	0.350	0.350	0.355	45	02/15/2012
4042F0BV2	0558-11	HSBC		09/30/2011	1,000,000.00	999,300.00	999,311.67	0.420	0.421	0.427	59	02/29/2012
4042F0CF6	0559-11	HSBC		09/30/2011	1,000,000.00	999,010.00	999,136.67	0.420	0.421	0.427	74	03/15/2012
4042F0FF3	0568-11	HSBC		11/15/2011	1,500,000.00	1,495,020.00	1,496,126.67	0.560	0.569	0.577	166	06/15/2012

Investments FY 2011-2012
Portfolio Management
Portfolio Details - Investments
December 31, 2011

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity	Maturity Date
Commercial Paper Disc. -Amortizing												
89233GFC5	0563-11	Toyota		11/02/2011	500,000.00	499,150.00	498,845.42	0.510	0.518	0.525	163	06/12/2012
8923A0FC2	0564-11	Toyota		11/02/2011	500,000.00	499,130.00	498,845.42	0.510	0.518	0.525	163	06/12/2012
		Subtotal and Average	**9,421,560.33**		**10,500,000.00**	**10,485,495.00**	**10,486,045.01**		**0.398**	**0.404**	**120**	
Federal Agency Coupon Securities												
31331KEV8	0537-11	Federal Farm Credit		04/28/2011	1,500,000.00	1,501,410.00	1,500,000.00	0.290	0.286	0.290	173	06/22/2012
31331KLC2	0538-11	Federal Farm Credit		05/16/2011	870,000.00	876,707.70	870,000.00	2.250	2.219	2.250	1,597	05/16/2016
31331KZV5	0553-11	Federal Farm Credit		09/29/2011	1,000,000.00	1,000,010.00	1,000,000.00	1.390	1.371	1.390	1,733	09/29/2016
31331KQ78	0566-11	Federal Farm Credit		11/10/2011	1,000,000.00	1,000,036.67	1,000,036.67	1.320	1.302	1.320	1,590	05/09/2016
31331KR69	0567-11	Federal Farm Credit		11/14/2011	1,000,000.00	1,000,970.00	1,000,000.00	1.470	1.450	1.470	1,779	11/14/2016
31331K3V0	0578-11	Federal Farm Credit		12/23/2011	1,000,000.00	1,001,201.39	1,000,021.39	0.770	0.759	0.770	1,086	12/22/2014
313373EE8	0530-11	Federal Home Loan Bank		04/15/2011	3,500,000.00	3,572,835.00	3,503,703.87	1.420	1.356	1.375	880	05/30/2014
3133756F9	0549-11	Federal Home Loan Bank		08/25/2011	1,500,000.00	1,500,255.00	1,500,000.00	1.000	2.346	2.379	1,698	08/25/2016
313375UH8	0565-11	Federal Home Loan Bank		11/10/2011	1,000,000.00	1,000,790.00	1,000,750.00	1.000	1.402	1.421	1,747	10/13/2016
3133XXYX9	0572-11	Federal Home Loan Bank		11/15/2011	1,500,000.00	1,535,505.00	1,534,536.14	1.875	0.302	0.306	537	06/21/2013
3137EABY4	0503-10	Federal Home Loan Mortgage Co.		08/16/2010	1,500,000.00	1,507,140.00	1,505,452.93	2.125	0.513	0.520	82	03/23/2012
3137EABJ7	0529-11	Federal Home Loan Mortgage Co.		04/15/2011	3,000,000.00	3,137,850.00	3,111,108.38	3.500	0.834	0.846	514	05/29/2013
3134G2LY6	0545-11	Federal Home Loan Mortgage Co.		06/30/2011	1,000,000.00	1,007,000.00	1,000,000.00	2.000	1.973	2.000	1,641	06/29/2016
3134G2VS8	0550-11	Federal Home Loan Mortgage Co.		08/23/2011	1,000,000.00	1,000,350.00	1,000,000.00	0.875	1.298	1.316	1,149	02/23/2015
3134G2XN7	0551-11	Federal Home Loan Mortgage Co.		08/25/2011	1,000,000.00	1,000,170.00	1,000,000.00	1.000	2.087	2.116	1,698	08/25/2016
3134G2B35	0552-11A	Federal Home Loan Mortgage Co.		09/20/2011	1,536,000.00	1,536,368.64	1,536,000.00	1.000	1.804	1.829	1,724	09/20/2016
3134G2B35	0552-11B	Federal Home Loan Mortgage Co.		09/20/2011	1,000,000.00	1,000,240.00	1,000,000.00	1.000	1.804	1.829	1,724	09/20/2016
3134G23J9	0569-11	Federal Home Loan Mortgage Co.		11/15/2011	1,000,000.00	1,000,980.00	1,000,000.00	0.600	0.592	0.600	684	11/15/2013
3134G23X8	0571-11	Federal Home Loan Mortgage Co.		11/15/2011	500,000.00	500,085.07	500,484.49	0.725	0.675	0.685	864	05/14/2014
3134G3EL0	0573-11	Federal Home Loan Mortgage Co.		12/28/2011	1,000,000.00	1,000,000.00	1,000,000.00	1.150	1.134	1.150	1,457	12/28/2015
3134G26H0	0576-11	Federal Home Loan Mortgage Co.		12/12/2011	1,500,000.00	1,502,994.17	1,500,729.17	1.250	1.644	1.666	1,793	11/28/2016
3136F9DU4	0478-10	Federal Nat'l Mtg. Assoc.		01/05/2010	500,000.00	524,060.00	510,808.02	4.000	2.219	2.250	470	04/15/2013
31359MMQ3	0502-10	Federal Nat'l Mtg. Assoc.		08/05/2010	1,300,000.00	1,316,042.00	1,314,950.81	6.125	0.493	0.500	74	03/15/2012
3136FRXN8	0546-11	Federal Nat'l Mtg. Assoc.		06/30/2011	1,000,000.00	1,000,400.00	1,000,000.00	1.250	1.233	1.250	1,094	12/30/2014
3136FR2V4	0554-11	Federal Nat'l Mtg. Assoc.		09/28/2011	1,000,000.00	1,001,200.00	1,000,000.00	1.000	1.580	1.602	1,823	12/28/2016
3136FR6N8	0555-11	Federal Nat'l Mtg. Assoc.		09/30/2011	1,000,000.00	999,500.00	1,000,000.00	0.810	0.799	0.810	1,184	03/30/2015
3136FTCP2	0560-11	Federal Nat'l Mtg. Assoc.		10/26/2011	1,500,000.00	1,500,285.00	1,500,000.00	1.150	1.134	1.150	1,394	10/26/2015
3136FTDN6	0561-11A	Federal Nat'l Mtg. Assoc.		10/24/2011	1,500,000.00	1,503,090.00	1,500,000.00	1.000	0.986	1.000	1,209	04/24/2015
3136FTDN6	0561-11B	Federal Nat'l Mtg. Assoc.		10/24/2011	1,000,000.00	1,002,060.00	1,000,000.00	1.000	0.986	1.000	1,209	04/24/2015
31398A6F4	0570-11	Federal Nat'l Mtg. Assoc.		11/15/2011	1,000,000.00	1,001,730.00	1,001,683.13	0.375	0.202	0.205	362	12/28/2012
3135G0DX8	0577-11	Federal Nat'l Mtg. Assoc.		12/15/2011	1,500,000.00	1,506,613.33	1,503,208.33	1.375	1.356	1.375	1,753	10/19/2016

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity	Maturity Date
		Subtotal and Average	**40,473,433.58**		**39,206,000.00**	**39,537,878.97**	**39,393,473.33**		**1.193**	**1.210**	**1,128**	
Federal Agency Disc. -Amortizing												
31358DEP5	0501-10	Federal Nat'l Mtg. Assoc.		08/05/2010	200,000.00	199,780.00	197,844.00	0.660	0.666	0.676	74	03/15/2012
		Subtotal and Average	**197,844.00**		**200,000.00**	**199,780.00**	**197,844.00**		**0.666**	**0.676**	**74**	
Pass Through Securities /PAC/CMO												
31371L5H8	0439-09	Federal Nat'l Mtg. Assoc.		01/27/2009	40,088.51	40,052.43	41,591.83	4.500	1.318	1.337	31	02/01/2012
31371L5G0	0440-09	Federal Nat'l Mtg. Assoc.		01/27/2009	61,632.58	61,574.03	63,327.47	4.000	1.647	1.670	31	02/01/2012
31371LB99	0442-09	Federal Nat'l Mtg. Assoc.		02/18/2009	93,722.36	95,192.86	96,768.34	4.500	2.576	2.612	578	08/01/2013
31371K3N9	0444-09	Federal Nat'l Mtg. Assoc.		03/23/2009	42,716.64	43,631.63	44,692.29	5.500	2.138	2.167	425	03/01/2013
3136F6YK9	0453-09	Federal Nat'l Mtg. Assoc.		05/26/2009	271,391.93	280,820.09	284,028.62	4.400	0.694	0.704	359	12/25/2012
31371LGW3	0454-09	Federal Nat'l Mtg. Assoc.		06/16/2009	81,054.67	83,269.08	84,271.53	5.000	2.742	2.780	670	11/01/2013
31371LMX4	0458-09	Federal Nat'l Mtg. Assoc.		09/18/2009	178,997.28	182,908.37	185,038.44	4.000	2.109	2.138	790	03/01/2014
31391FGK8	0462-09	Federal Nat'l Mtg. Assoc.		09/25/2009	34,280.53	34,633.62	35,994.56	6.500	2.219	2.250	244	09/01/2012
31400GJZ9	0463-09	Federal Nat'l Mtg. Assoc.		09/28/2009	47,764.00	48,604.65	50,152.20	6.000	2.059	2.088	366	01/01/2013
31371LWK1	0465-09	Federal Nat'l Mtg. Assoc.		10/08/2009	52,356.96	53,832.38	54,713.02	4.500	2.252	2.284	1,004	10/01/2014
31371LVX4	0466-09	Federal Nat'l Mtg. Assoc.		10/19/2009	44,096.93	45,277.85	45,750.56	4.000	2.056	2.084	974	09/01/2014
		Subtotal and Average	**1,041,851.16**		**948,102.39**	**969,796.99**	**986,328.86**		**1.747**	**1.771**	**516**	
		Total and Average	**109,316,627.79**		**105,803,459.42**	**106,142,307.99**	**106,013,048.23**		**0.877**	**0.889**	**569**	

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity
		Average Balance	0.00								0
	Total Cash and Investments		109,316,627.79		105,803,459.42	106,142,307.99	106,013,048.23		0.877	0.889	569

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CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase Date	YTM 360	YTM 365	Payment Dates	Accrued Interest At Purchase	Current Principal	Book Value
Certificates of Deposit												
SYS48280	48280	FN	2,000,000.00	0.950	06/01/2012	09/09/2010	0.937	0.950	06/01 - At Maturity		2,000,000.00	2,000,000.00
SYS48315	48315	FN	5,000,000.00	1.000	05/31/2013	10/15/2010	0.986	1.000	05/31 - At Maturity		5,000,000.00	5,000,000.00
SYS48761	48761	FN	1,500,000.00	0.300	01/31/2012	10/14/2011	0.296	0.300	01/31 - At Maturity		1,500,000.00	1,500,000.00
SYS48762	48762	FN	1,500,000.00	0.300	02/15/2012	10/14/2011	0.296	0.300	02/15 - At Maturity		1,500,000.00	1,500,000.00
SYS48764	48764	FN	1,500,000.00	0.300	02/29/2012	10/14/2011	0.296	0.300	02/29 - At Maturity		1,500,000.00	1,500,000.00
SYS48765	48765	FN	1,000,000.00	0.350	03/30/2012	10/14/2011	0.345	0.350	03/30 - At Maturity		1,000,000.00	1,000,000.00
SYS48766	48766	FN	1,000,000.00	0.350	04/13/2012	10/14/2011	0.345	0.350	04/13 - At Maturity		1,000,000.00	1,000,000.00
SYS48767	48767	FN	1,000,000.00	0.350	04/27/2012	10/14/2011	0.345	0.350	04/27 - At Maturity		1,000,000.00	1,000,000.00
SYS48768	48768	FN	1,000,000.00	0.350	05/15/2012	10/14/2011	0.345	0.350	05/15 - At Maturity		1,000,000.00	1,000,000.00
SYS144221114A	144221114A	GWB	1,250,000.00	0.350	01/13/2012	09/29/2011	0.345	0.350	01/13 - At Maturity		1,250,000.00	1,250,000.00
SYS144221114B	144221114B	GWB	1,000,000.00	0.350	01/13/2012	09/29/2011	0.345	0.350	01/13 - At Maturity		1,000,000.00	1,000,000.00
52183	52183	VB	5,000,000.00	1.829	06/01/2012	04/15/2010	1.804	1.829	06/01 - At Maturity		5,000,000.00	5,000,000.00
SYS7809399202	7809399202	WF	4,500,000.00	1.064	06/01/2014	10/14/2011	1.049	1.064	06/01 - At Maturity		4,500,000.00	4,500,000.00
SYS7809399210	7809399210	WF	4,500,000.00	1.226	06/01/2015	10/14/2011	1.209	1.226	06/01 - At Maturity		4,500,000.00	4,500,000.00
SYS7961416901	7961416901	WF	1,000,000.00	0.754	06/01/2012	09/30/2010	0.744	0.754	06/01 - At Maturity		1,000,000.00	1,000,000.00
	Certificates of Deposit Totals		**32,750,000.00**				**0.923**	**0.936**		**0.00**	**32,750,000.00**	**32,750,000.00**
Money Market												
SYS4531558874A	4531558874A	GWB	4,069,422.26	0.550			0.542	0.550	07/01 - Monthly		4,069,422.26	4,069,422.26
SYS4531558874B	4531558874B	GWB	10,128,301.74	0.550			0.542	0.550	07/01 - Monthly		10,128,301.74	10,128,301.74
	Money Market Totals		**14,197,724.00**				**0.542**	**0.550**		**0.00**	**14,197,724.00**	**14,197,724.00**
Passbook/Checking Accounts												
SYS6952311634A	6952311634A	WF	4,000,816.52	0.250		10/19/2011	0.247	0.250	10/31 - Monthly		4,000,816.52	4,000,816.52
SYS6952311634B	6952311634B	WF	4,000,816.51	0.250		10/19/2011	0.247	0.250	10/31 - Monthly		4,000,816.51	4,000,816.51
	Passbook/Checking Accounts Totals		**8,001,633.03**				**0.247**	**0.250**		**0.00**	**8,001,633.03**	**8,001,633.03**
Commercial Paper Disc. -Amortizing												
36959HDW4	0562-11	GECAP	1,000,000.00	0.350	04/30/2012	11/01/2011	0.351	0.355	04/30 - At Maturity		998,240.28	998,833.33
36959HFF9	0574-11	GECAP	1,500,000.00	0.300	06/15/2012	12/12/2011	0.305	0.310	06/15 - At Maturity		1,497,675.00	1,497,925.00
36959HFV4	0575-11	GECAP	1,500,000.00	0.300	06/29/2012	12/12/2011	0.305	0.310	06/29 - At Maturity		1,497,500.00	1,497,750.00
4042F0AX9	0556-11	HSBC	1,000,000.00	0.350	01/31/2012	09/30/2011	0.350	0.355	01/31 - At Maturity		998,804.17	999,708.33
4042F0BF7	0557-11	HSBC	1,000,000.00	0.350	02/15/2012	09/30/2011	0.350	0.355	02/15 - At Maturity		998,658.33	999,562.50
4042F0BV2	0558-11	HSBC	1,000,000.00	0.420	02/29/2012	09/30/2011	0.421	0.427	02/29 - At Maturity		998,226.67	999,311.67
4042F0CF6	0559-11	HSBC	1,000,000.00	0.420	03/15/2012	09/30/2011	0.421	0.427	03/15 - At Maturity		998,051.67	999,136.67

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Commercial Paper Disc. -Amortizing												
4042F0FF3	0568-11	HSBC	1,500,000.00	0.560	06/15/2012	11/15/2011	0.569	0.577	06/15 - At Maturity		1,495,030.00	1,496,126.67
89233GFC5	0563-11	TOYOTA	500,000.00	0.510	06/12/2012	11/02/2011	0.518	0.525	06/12 - At Maturity		498,420.42	498,845.42
8923A0FC2	0564-11	TOYOTA	500,000.00	0.510	06/12/2012	11/02/2011	0.518	0.525	06/12 - At Maturity		498,420.42	498,845.42
	Commercial Paper Disc. -Amortizing Totals		**10,500,000.00**				**0.398**	**0.404**		**0.00**	**10,479,026.96**	**10,486,045.01**
Federal Agency Coupon Securities												
31331KEV8	0537-11	FFCB	1,500,000.00	0.290	06/22/2012	04/28/2011	0.286	0.290	06/22 - 12/22	Received	1,500,000.00	1,500,000.00
31331KLC2	0538-11	FFCB	870,000.00	2.250	05/16/2016	05/16/2011	2.219	2.250	11/16 - 05/16		870,000.00	870,000.00
31331KZV5	0553-11	FFCB	1,000,000.00	1.390	09/29/2016	09/29/2011	1.371	1.390	03/29 - 09/29		1,000,000.00	1,000,000.00
31331KQ78	0566-11	FFCB	1,000,000.00	1.320	05/09/2016	11/10/2011	1.302	1.320	05/09 - 11/09	36.67	1,000,000.00	1,000,036.67
31331KR69	0567-11	FFCB	1,000,000.00	1.470	11/14/2016	11/14/2011	1.450	1.470	05/14 - 11/14		1,000,000.00	1,000,000.00
31331K3V0	0578-11	FFCB	1,000,000.00	0.770	12/22/2014	12/23/2011	0.759	0.770	06/22 - 12/22	21.39	1,000,000.00	1,000,021.39
313373EE8	0530-11	FHLB	3,500,000.00	1.420	05/30/2014	04/15/2011	1.356	1.375	05/30 - 11/30	Received	3,504,795.00	3,503,703.87
3133756F9	0549-11	FHLB	1,500,000.00	1.000	08/25/2016	08/25/2011	2.346	2.379	11/25 - 05/25		1,500,000.00	1,500,000.00
313375UH8	0565-11	FHLB	1,000,000.00	1.000	10/13/2016	11/10/2011	1.402	1.421	04/13 - 10/13	750.00	1,000,000.00	1,000,750.00
3133XXYX9	0572-11	FHLB	1,500,000.00	1.875	06/21/2013	11/15/2011	0.302	0.306	12/21 - 06/21	Received	1,537,533.62	1,534,536.14
3137EABY4	0503-10	FHLMC	1,500,000.00	2.125	03/23/2012	08/16/2010	0.513	0.520	09/23 - 03/23	Received	1,538,370.00	1,505,452.93
3137EABJ7	0529-11	FHLMC	3,000,000.00	3.500	05/29/2013	04/15/2011	0.834	0.846	05/29 - 11/29	Received	3,167,100.00	3,111,108.38
3134G2LY6	0545-11	FHLMC	1,000,000.00	2.000	06/29/2016	06/30/2011	1.973	2.000	12/29 - 06/29	Received	1,000,000.00	1,000,000.00
3134G2VS8	0550-11	FHLMC	1,000,000.00	0.875	02/23/2015	08/23/2011	1.298	1.316	02/23 - 08/23		1,000,000.00	1,000,000.00
3134G2XN7	0551-11	FHLMC	1,000,000.00	1.000	08/25/2016	08/25/2011	2.087	2.116	02/25 - 08/25		1,000,000.00	1,000,000.00
3134G2B35	0552-11A	FHLMC	1,536,000.00	1.000	09/20/2016	09/20/2011	1.804	1.829	03/20 - 09/20		1,536,000.00	1,536,000.00
3134G2B35	0552-11B	FHLMC	1,000,000.00	1.000	09/20/2016	09/20/2011	1.804	1.829	03/20 - 09/20		1,000,000.00	1,000,000.00
3134G23J9	0569-11	FHLMC	1,000,000.00	0.600	11/15/2013	11/15/2011	0.592	0.600	05/15 - 11/15		1,000,000.00	1,000,000.00
3134G23X8	0571-11	FHLMC	500,000.00	0.725	05/14/2014	11/15/2011	0.675	0.685	05/14 - 11/14	10.07	500,500.00	500,484.49
3134G3EL0	0573-11	FHLMC	1,000,000.00	1.150	12/28/2015	12/28/2011	1.134	1.150	06/28 - 12/28		1,000,000.00	1,000,000.00
3134G26H0	0576-11	FHLMC	1,500,000.00	1.250	11/28/2016	12/12/2011	1.644	1.666	05/28 - 11/28	729.17	1,500,000.00	1,500,729.17
3136F9DU4	0478-10	FNMA	500,000.00	4.000	04/15/2013	01/05/2010	2.219	2.250	04/15 - 10/15	Received	527,485.91	510,808.02
31359MMQ3	0502-10	FNMA	1,300,000.00	6.125	03/15/2012	08/05/2010	0.493	0.500	09/15 - 03/15	Received	1,417,182.00	1,314,950.81
3136FRXN8	0546-11	FNMA	1,000,000.00	1.250	12/30/2014	06/30/2011	1.233	1.250	12/30 - 06/30		1,000,000.00	1,000,000.00
3136FR2V4	0554-11	FNMA	1,000,000.00	1.000	12/28/2016	09/28/2011	1.580	1.602	03/28 - 09/28		1,000,000.00	1,000,000.00
3136FR6N8	0555-11	FNMA	1,000,000.00	0.810	03/30/2015	09/30/2011	0.799	0.810	03/30 - 09/30		1,000,000.00	1,000,000.00
3136FTCP2	0560-11	FNMA	1,500,000.00	1.150	10/26/2015	10/26/2011	1.134	1.150	04/26 - 10/26		1,500,000.00	1,500,000.00
3136FTDN6	0561-11A	FNMA	1,500,000.00	1.000	04/24/2015	10/24/2011	0.986	1.000	04/24 - 10/24		1,500,000.00	1,500,000.00
3136FTDN6	0561-11B	FNMA	1,000,000.00	1.000	04/24/2015	10/24/2011	0.986	1.000	04/24 - 10/24		1,000,000.00	1,000,000.00

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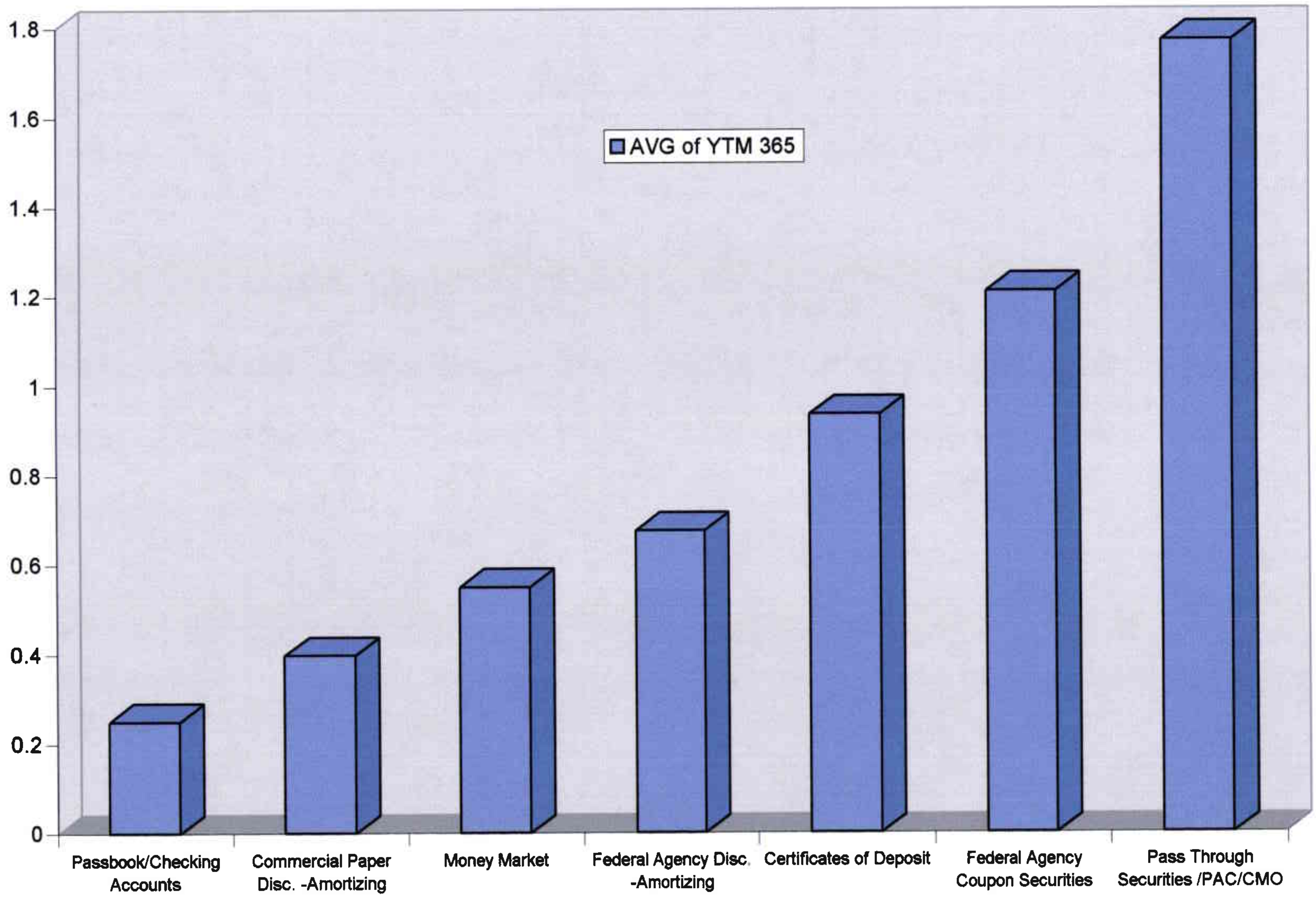
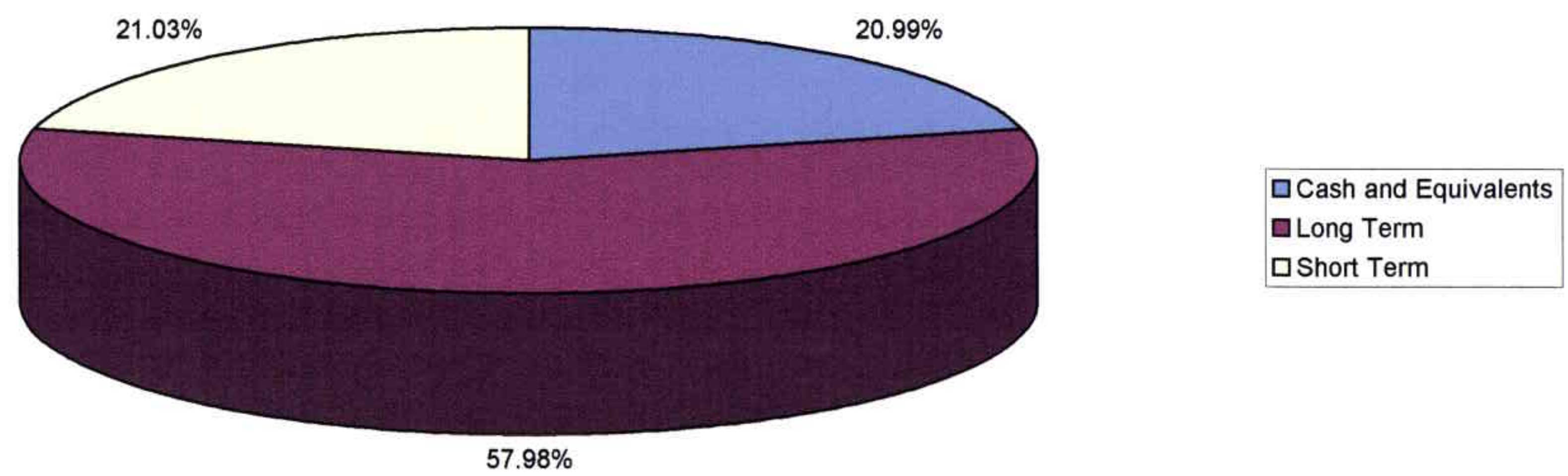
CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase Date	YTM 360	YTM 365	Payment Dates	Accrued Interest At Purchase	Current Principal	Book Value
Federal Agency Coupon Securities												
31398A6F4	0570-11	FNMA	1,000,000.00	0.375	12/28/2012	11/15/2011	0.202	0.205	12/28 - 06/28	Received	1,001,900.00	1,001,683.13
3135G0DX8	0577-11	FNMA	1,500,000.00	1.375	10/19/2016	12/15/2011	1.356	1.375	04/19 - 10/19	3,208.33	1,500,000.00	1,503,208.33
Federal Agency Coupon Securities Totals			**39,206,000.00**				**1.193**	**1.210**		**4,755.63**	**39,600,866.53**	**39,393,473.33**
Federal Agency Disc. -Amortizing												
31358DEP5	0501-10	FNMA	200,000.00	0.660	03/15/2012	08/05/2010	0.666	0.676	/ - Final Pmt.		197,844.00	197,844.00
Federal Agency Disc. -Amortizing Totals			**200,000.00**				**0.666**	**0.676**		**0.00**	**197,844.00**	**197,844.00**
Pass Through Securities /PAC/CMO												
31371L5H8	0439-09	FNMA	40,088.51	4.500	02/01/2012	01/27/2009	1.318	1.337	02/25 - Monthly	Received	41,591.83	41,591.83
31371L5G0	0440-09	FNMA	61,632.58	4.000	02/01/2012	01/27/2009	1.647	1.670	02/25 - Monthly	Received	63,327.47	63,327.47
31371LB99	0442-09	FNMA	93,722.36	4.500	08/01/2013	02/18/2009	2.576	2.612	03/25 - Monthly	Received	96,768.34	96,768.34
31371K3N9	0444-09	FNMA	42,716.64	5.500	03/01/2013	03/23/2009	2.138	2.167	04/25 - Monthly	Received	44,692.29	44,692.29
3136F6YK9	0453-09	FNMA	271,391.93	4.400	12/25/2012	05/26/2009	0.694	0.704	06/25 - Monthly	Received	284,028.62	284,028.62
31371LGW3	0454-09	FNMA	81,054.67	5.000	11/01/2013	06/16/2009	2.742	2.780	07/25 - Monthly	Received	84,271.53	84,271.53
31371LMX4	0458-09	FNMA	178,997.28	4.000	03/01/2014	09/18/2009	2.109	2.138	10/25 - Monthly	Received	185,038.44	185,038.44
31391FGK8	0462-09	FNMA	34,280.53	6.500	09/01/2012	09/25/2009	2.219	2.250	10/25 - Monthly	Received	35,994.56	35,994.56
31400GJZ9	0463-09	FNMA	47,764.00	6.000	01/01/2013	09/28/2009	2.059	2.088	10/25 - Monthly	Received	50,152.20	50,152.20
31371LWK1	0465-09	FNMA	52,356.96	4.500	10/01/2014	10/08/2009	2.252	2.284	11/25 - Monthly	Received	54,713.02	54,713.02
31371LVX4	0466-09	FNMA	44,096.93	4.000	09/01/2014	10/19/2009	2.056	2.084	11/25 - Monthly	Received	45,750.56	45,750.56
Pass Through Securities /PAC/CMO Totals			**948,102.39**				**1.747**	**1.771**		**0.00**	**986,328.86**	**986,328.86**
Investment Totals			**105,803,459.42**				**0.877**	**0.889**		**4,755.63**	**106,213,423.38**	**106,013,048.23**

Investment Yield by Type



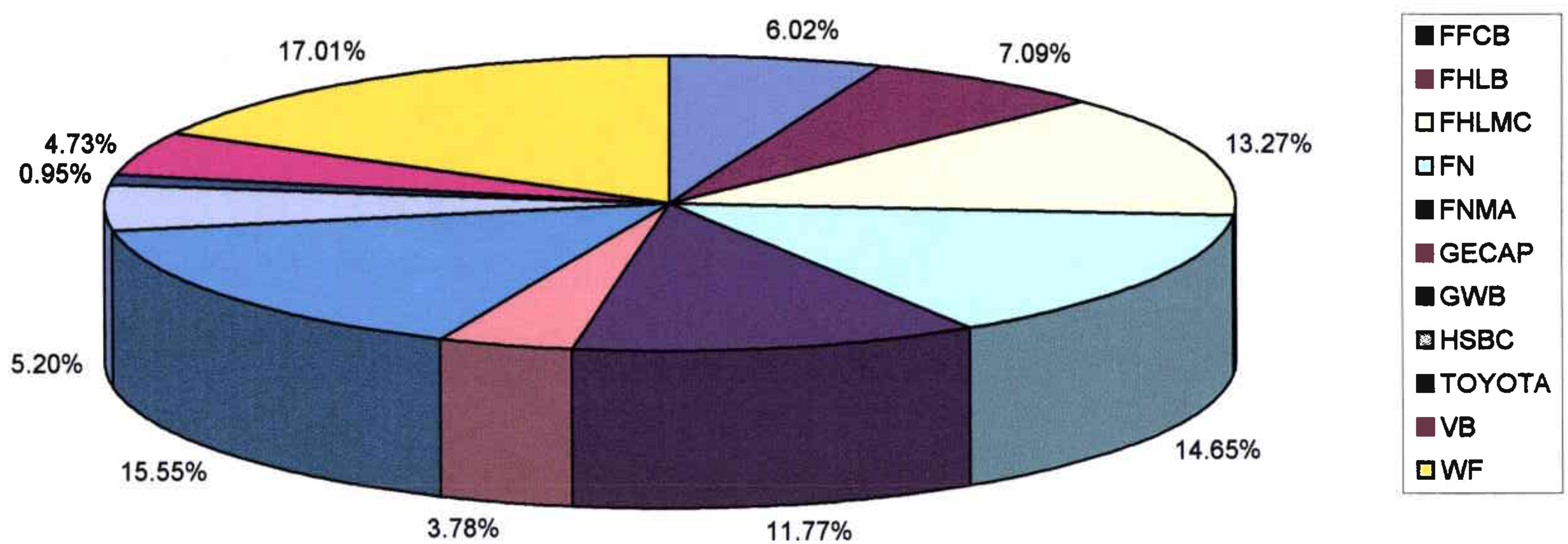
For Quarter Ending December 31, 2011

Portfolio by Asset Class



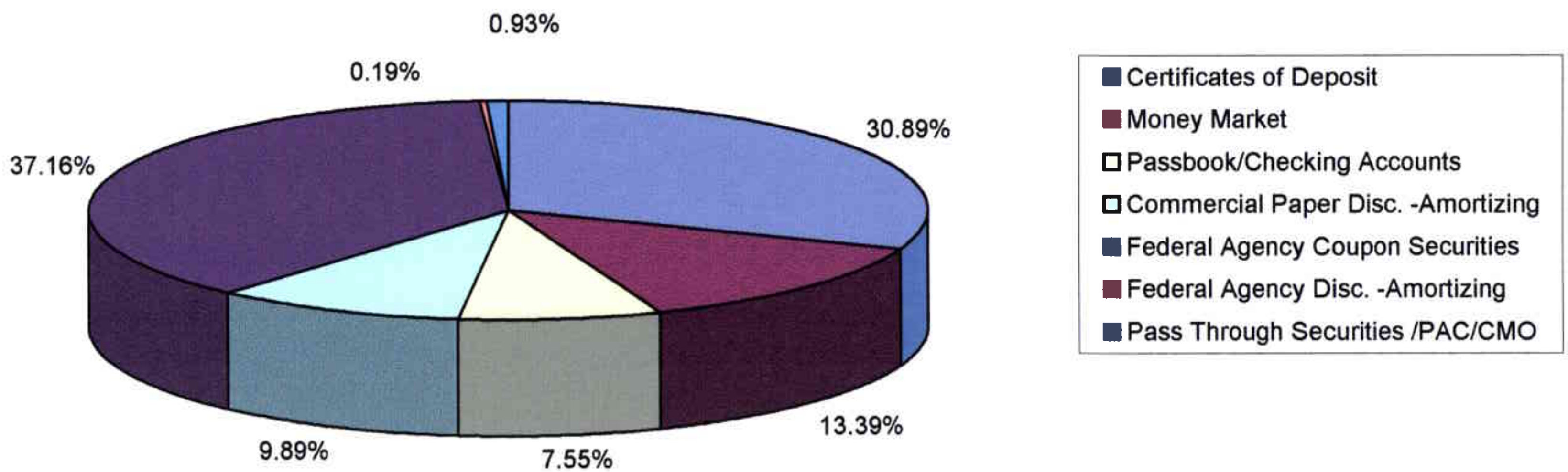
For Quarter Ending December 31, 2011

Par Value by Issuer Graph



For Quarter Ending December 31, 2011

Book Value By Investment Type



For Quarter Ending December 31, 2011

ITEM # 10
DATE: 01-24-12

COUNCIL ACTION FORM

SUBJECT: REVISIONS TO PERSONNEL POLICIES AND PROCEDURES MANUAL

BACKGROUND:

The Human Resources Department has identified the following sections of the City's Personnel Policies and Procedures Manual that need to be revised. The affected policies include Chapter 15.1, Section 2 (Retirement) and Chapter 18.3 (Retirement).

Currently, a limited payout for unused sick leave is established by personnel policies and union contracts as "at retirement". In addition, the Code of Iowa requires that the City give retiring employees the option to continue on the City's health insurance "at retirement".

For many years the City's utility retirement system operated as a defined benefit system and specified a retirement eligibility age of 55. That provision was eliminated, however, when the system was converted to a defined contribution plan. Under the current plan, while a retiree's age impacts the taxable status of his/her withdrawals, the retiree's age plays no role in his or her eligibility to retire or draw down retirement benefits. By contrast, employees under the state's IPERS and the MFPRSI (Fire and Police) retirement systems have specified ages for retirement eligibility.

The intent of this action is to establish a retirement age for employees covered under the City's utility retirement system. The proposed language shown in bold below would set this at 55 years (which is the earliest possible retirement age under IRS code) and 8 years of service with the City. A covered employee leaving the City's service will need to meet these criteria in order to be eligible to receive a sick leave payout and continue under the City's health insurance plan as a retiree.

15.1 Voluntary Separation

2. Retirement

Employees are expected to give as much notice as possible to the department head of their intent to retire. Such notice shall be in writing. Department heads shall submit their notice to the City Manager. Application for retirement benefits should be made to the appropriate retirement system. Terminal Leave shall be compensated in accordance with Section 10.4(6), and payment of unused sick leave shall be compensated in accordance with Section 10.5(3) of these Policies and Procedures.

An employee covered by the utility retirement plan must be at least 55 years of age and have 8 years of service with the City to be eligible to receive a retirement sick leave payout and continue under the City's health insurance plan as a retiree.

18.3 Retirement

Normal, early and disability retirement criteria are established for each respective retirement system. **Employees retiring under the utility retirement plan should also reference Section 15.1(2) for eligibility criteria.**

Information regarding the retirement systems may be obtained from the Human Resources Department.

The City's Utility Retirement Advisory Board has been made aware of and been given an opportunity to comment on this change.

ALTERNATIVES:

1. Adopt the proposed changes to the City's Personnel Policies and Procedures effective January 24, 2012.

2. Do not adopt the proposed changes and retain the existing wording.

MANAGER'S RECOMMENDED ACTION:

The proposed change is needed in order to lay out a clear retirement eligibility age for employees covered under the City's Utility Retirement System. Having a clearly stated retirement age will lay out a clear standard for both employees and administrative staff.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the above revisions to the City's Personnel Policies and Procedures effective January 24, 2012.

Memo

City Manager's Office

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TO: Mayor and Ames City Council Members

FROM: Steven L. Schainker, City Manager

DATE: January 20, 2012

SUBJECT: Extension of Sustainability Advisory Services Contract with ISU

On July 1, 2010, the City entered into a one year contract with Iowa State University to utilize the services of their full-time Director of Sustainability, Merry Rankin. According to this contract, the City contributes $2,083.33 per month ($25,000 annually) to the University towards the total cost of this position. In accordance with the City Council's sustainability goal, during the first year of the contract Merry provided leadership to the newly appointed Sustainability Task Force as the members developed electric consumption reduction recommendations for the community.

In October 2011 the contract was extended through January 2012 in order for the City Council to determine the next steps in accomplishing their sustainability goal. As you know, the objective established by the Council at your recent goal-setting session focuses our efforts over the next year to implement the electric consumption reduction recommendations provided by the Sustainability Task Force. To accomplish this objective, we will need help in staffing the three committees that were recommended: 1) Public Education/Awareness, 2) Recognition/Awards/Incentives, and 3) Policy Alternatives.

In keeping with your latest direction, I would recommend that the contract with ISU for Merry Rankin's services be extended through June 30, 2012, with the expectation that her primary focus will be to provide staff assistance to the three committees in implementing their recommendations.

ITEM # 12
DATE: 01-24-12

COUNCIL ACTION FORM

SUBJECT: MAIN STREET ALLEY RECONSTRUCTION PROJECT (DOUGLAS AVENUE TO KELLOGG AVENUE)

BACKGROUND:

On May 24, 2011, staff reported to City Council that Interstate Power and Light Company (IPL), an Alliant Energy company, notified the City about a leak in their gas main in the alley north of Main Street between Douglas Avenue and Kellogg Avenue. The leak was repaired, but they recognized that the gas main needed to be replaced. In looking at the amount of alley repair that would be needed with the replacement of the gas main, they asked Public Works staff if it would be possible to reimburse the City for the cost of the alley paving needed for their gas main replacement. Public Works was then approached by the Electric Services Department regarding needed transformer work in the same alley that would involve even more pavement removal and replacement. Taking into consideration the amount of proposed pavement removal and replacement involved with IPL's and Electric Services' proposed work, replacing the entire alley was recommended.

Council subsequently approved a reimbursement agreement with IPL for pavement replacement in an amount not to exceed $41,935.41. The alley will be replaced with 8" concrete in the tire path with a four-foot strip of pervious concrete in the middle of the alley (above the existing storm sewer). This approach to design will accomplish a significant reduction in long-term maintenance and will be a sustainable approach to addressing the drainage issues, which contributed to the decreased integrity of the existing alley pavement.

City staff held a public meeting, which included area businesses and residents, to discuss the staging and timing of the construction. As a result of this meeting, staff will coordinate access and parking for area.

Plans and specifications for this project have been completed with a construction estimate of $105,880. Engineering and administration costs are estimated at $16,000 bringing total estimated costs to $121,880.

In addition to the reimbursement amount of $41,935.41 from Interstate Power and Light, Electric Services will contribute $20,000 for pavement replacement and $10,000 for conduit installation for the electric work required in the alley. Funding from unobligated General Obligation Bonds was identified at the May 24, 2011 City Council meeting and is available in the amount of $50,000. This brings total available funding to approximately $122,000.

ALTERNATIVES:

1. Approve the Main Street Alley Reconstruction Project (Douglas Avenue to Kellogg Avenue) by establishing a February 22, 2012, as the date of letting and February 28, 2012, as the date for report of bids.

2. Direct Staff to revise the project.

MANAGER'S RECOMMENDED ACTION:

By approving plans and specifications and setting the letting date, this project will help achieve the Council's goal of strengthening and protecting our neighborhoods and promoting environmental sustainability. This will also allow construction to take place during the 2012 construction season.

Therefore, it is the recommendation of the City Manager that the City Council accept Alternative No. 1, thereby approving Main Street Alley Reconstruction Project (Douglas Avenue to Kellogg Avenue) by establishing a February 22, 2012, as the date of letting and February 28, 2012, as the date for report of bids.

REIMBURSEMENT AGREEMENT

THIS AGREEMENT is made and entered into on the 23rd day of May, 2011, between Interstate Power and Light Company (hereinafter called "Utility") and City of Ames (hereinafter called "City").

WITNESSETH:

WHEREAS Utility has a gas line that needs to be replaced beneath the alley north of Main Street between Kellogg Avenue and Douglas Avenue.

WHEREAS aforementioned repairs will result in a significant portion of the alley requiring repaving.

WHEREAS said alley is located in City.

WHEREAS City has determined that said alley is currently in poor condition, and patching the alley after Utility's repairs would not improve its current condition and would likely increase maintenance needs in the future.

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

1. Utility shall be allowed to complete the required replacement of a gas line located beneath the alley north of Main Street, between Kellogg Avenue and Douglas Avenue.

2. Utility agrees that it will perform such work in a manner which will minimize damage to the alley

3. City shall be responsible for repaving the alley once Utility has completed its replacement of the gas line.

4. The parties acknowledge that the estimated cost of repaving the alley is $123,000.

5. Utility agrees that it will contribute an amount not to exceed $41,935.41 toward the total costs of the repairs to the alley.

6. Utility agrees that it will reimburse City following completion of repaving and receipt of an invoice.

7. This Agreement may be terminated by either party upon 30 days prior written notice to the other party in the event of substantial failure by the other

party to fulfill its obligations under this Agreement through no fault of the terminating party.

8. This Agreement shall not be assignable except at the written consent of the parties, and if so assigned, shall be binding upon the successors and assigns of the parties.

EXECUTION. IN WITNESS WHEREOF, in consideration of the mutual covenants set forth above and for other goods and valuable consideration, the receipt, adequacy and legal sufficiency of which are hereby acknowledged, the parties have entered into the above Contract and have caused their duly authorized representatives to execute this Contract.

Tom L Aller, Pres.
Interstate Power and Light Company

Ann H. Campbell
City of Ames

ITEM # 13
DATE: 01-24-12

COUNCIL ACTION FORM

SUBJECT: POWER PLANT BREAKER MAINTENANCE CONTRACT

BACKGROUND:

On September 27, 2011, City Council approved preliminary plans and specifications for a Power Plant Breaker and Relay Maintenance Contract. This contract consists of regular professional maintenance and repair to circuit breakers and relays located Plant-wide. This consists of emergency service, as well as regularly planned repairs and services during scheduled outages.

This contract is to provide breaker and relay maintenance services for the period from mid-February 2012 (or after final City Council approval of contract and performance bond) through June 30, 2012. This will enable this and future renewals to coincide with the City's fiscal year. The contract includes a provision that would allow the City to renew the contract for up to four additional one-year terms.

Bid documents were issued to nineteen potential bidders. The bid was advertised on the Current Bid Opportunities section of the Purchasing webpage and a Legal Notice was published in the Ames Tribune.

On November 9, 2011, bids were received from five firms as shown on Attachment A: Bid Summary on the attached Bid Report. Electric Services staff reviewed the bids and determined that the bid submitted from Midwest Engineering Consultants, LTD, was non-responsive because it did not provide a proposed price increase percentage for renewal periods with the bid. Instead of meeting this requirement, it was stated on the bid that the "*rate schedule is reviewed annually and any increase will be presented during the renewal process*". Since this is a renewable contract, the percentages are a mandatory requirement because they provide a cap on any cost increases for each renewal year. Council should note that the other four bidders did provide this requirement.

Attachment B shows a cost evaluation based on a sampling of personnel and associated travel/subsistence that the Power Plant requires for successful fulfillment for a typical work scenario performed on this service contract. Based on the summation of all of the typical work scenario examples, and the lowest hourly labor rates bid, the bid submitted by Tri-City Electric Company of Iowa is the lowest bid.

The approved FY 2011/12 operating budget for Electric Production includes $127,500 for relay and breaker maintenance. Payments would be calculated on unit prices bid and actual work performed, up to the available budget amount.

This is for maintenance work needed during the next 5 months or so, and is not for a particular maintenance project.

ALTERNATIVES:

1. Award a contract for the FY 2011-12 Power Plant breaker and relay maintenance contract to Tri-City Electric Company of Iowa, Davenport, IA, for hourly rates and unit prices bid, in an amount not-to-exceed $127,500. The contract includes a provision that would allow the City to renew the contract for up to four additional one-year terms at stated rates.

2. Reject all bids and purchase breaker and relay maintenance services on an as-needed basis.

MANAGER'S RECOMMENDED ACTION:

This work is necessary to properly maintain relays and circuit breakers and to carry out emergency and scheduled repairs resulting from equipment failures. This contract would establish rates for service and provide for guaranteed availability, thereby setting in place known rates for service and controlling the Plant's costs.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby awarding a contract for the FY 2011-12 breaker and relay maintenance contract for the Power Plant, to Tri-City Electric Company of Iowa, Davenport, IA, for hourly rates and unit prices bid, in an amount not-to-exceed $127,500. The contract also includes a provision that would allow the City to renew the contract for up to four additional one-year terms.

IFB 2012-009 Breaker and Relay Maintenance Contract for Power Plant Bid Summary

	Tri City Electric Company of Iowa, Davenport, IA			Shermco Industries, Dallas, TX			Eaton Corporation, Urbandale, IA			Schneider Electric West Chester, OH			Midwest Engineering Consultants, LTD, Moline, IL		
DESCRIPTION	**Hourly Rate (ST)**	**Hourly Rate (OT)**	**Hourly Rate (DT)**	**Hourly Rate (ST)**	**Hourly Rate (OT)**	**Hourly Rate (DT)**	**Hourly Rate (ST)**	**Hourly Rate (OT)**	**Hourly Rate (DT)**	**Hourly Rate (ST)**	**Hourly Rate (OT)**	**Hourly Rate (DT)**	**Hourly Rate (ST)**	**Hourly Rate (OT)**	**Hourly Rate (DT)**
Supervisor	$ 73.85	$ 104.80	$ 135.90												
Apprentice	$ 27.65	$ 37.10	$ 46.50										**Non-Responsive**		
Foreman	$ 64.20	$ 92.70	$ 120.15												
Journeyman	$ 64.20	$ 89.80	$ 116.35												
Technician	$ 85.60	$ 112.35	$ 139.10	$ 100.00	$ 150.00	$ 200.00				$150.00	$225.00	$300.00			
Elect. Field Eng	$ 107.00	$ 133.75	$ 160.50	$ 110.00	$ 165.00	$ 220.00	$135.00	$200.00	$250.00	$200.00	$300.00	$400.00			
Technician Level II															
Technician Spec															
Principal										$225.00	$337.50	$450.00			
Travel				$ 70.00	$ 105.00	$ 140.00									
In-shop Technician										$115.00	$172.50	$230.00			
Subsistence:	$123.50 per day			$35.00 per day			$50.00 per day plus $150.00/night lodging			$75.00 per day					
Travel:	$48.15 per hour			$120.00 per Day (overnight)			$135.00 per hour			$150.00 per hour					
Mileage:	$.91 per mile			$1.00 per mile			$.86 per mile			$.50 per mile					
Material Costs:	Cost Plus 9%			Cost Plus 18 %			Cost Plus 15 %			Cost Plus 25%					
Misc. Tools and Equipment Rates															
Relay Test Set	$54.00/Day, $214.00/Week, $642.00/Month														
High Current Test Set	$80.00/Day, $321.00/Week, $963.00/Month														
Equip. & Consumables Expense Applied to On-Site Work															
Equip. & Consumables Expense Applied to Shop Work															
Performance Bond Fee per Year															
Owned Equipment included in labor				N/A											
Unowned, rental equipment				Cost + Freight											
Test Equipment							No additional charge except for specialized equipment								
Doble resinator							$300 /day								
Sweep Freq (SFRA)							$355 /day								
Dranetz (658)							$118 /day								
Proposed Price Increase for Renewal Periods:															
Labor Rates:	4% per year			Up to 3% per year			4% per year			5% per year					

	Tri City Electric Company of Iowa, Davenport, IA	Shermco Industries, Dallas, TX	Eaton Corporation, Urbandale, IA	Schneider Electric West Chester, OH	Midwest Engineering Consultants, LTD, Moline, IL
Travel & Subsistence:	4% per year	Up to 3% per year	4% per year	5% per year	

ITEM # 14
DATE: 01-24-12

COUNCIL ACTION FORM

SUBJECT: POWER PLANT UNIT #7 COAL MILL PARTS

BACKGROUND:

This purchase is for mill parts needed for planned mill rebuilds associated with routine maintenance and inventory replenishment for the Power Plant's Unit #7 coal mills. This equipment is used for pulverizing coal into a powder that is used as fuel in the Unit's Boiler.

A total of two mills provide coal for Unit #7, and both must be operating for the Plant to be fully operational. If they are not kept in operation, the Power Plant may have to purchase electricity or start up one or both gas turbines in order to supplement generating capacity and suspend the burning of RDF. This would likely lead to significantly higher production costs. Additionally, coal that is poorly ground also leads to inefficiency, unstable fire and increases in the potential for flameouts.

Many of the parts to be purchased in this proposal require a long lead time and are being ordered now, so that they are on hand for the planned maintenance of the coal mills. Maintenance delays will be reduced significantly by having these parts in stock at the Plant. This will minimize the risk of the Plant having to run at less than full capacity if more than one of the coal mills goes offline. In addition, by purchasing these parts in higher quantities based on planned rebuilds, as opposed to an as-needed basis, the City will realize savings based on increased volume discounts and overall reduced transaction costs associated with shipping costs and multiple issuances of purchase orders. Portions of both mills will be rebuilt in the near future.

On October 11, 2011, the request for proposal (RFP) document was issued to nine firms for proposals. On November 4, 2011, staff received competitive proposals from four firms.

These proposals were evaluated by a committee consisting of the Power Plant Engineer, Power Plant Maintenance Superintendent, and Power Plant Operations Superintendent. The committee members independently evaluated and scored each of the three proposals based on price, years of experience manufacturing the parts specified, references and lead time.

Based on the matrix, the averaged scores are:

OFFERORS	AVERAGED SCORE
Alstom Power Inc., Windsor, CT	869.73
Helmick Corporation, Fairmont, WV	791.33
Babcock Power, Duncan, SC	771.87

R-V Industries, Honey Brook, PA	679.07

Each score was based on a scale of 1 to 10. Overall, 1,000 maximum possible points were available cumulatively for each company that responded. Based on the averaged scores and a unanimous decision by the evaluation committee, staff recommends that a contract be awarded to Alstom Power Inc., Windsor, CT, in the amount of $94,520.64 (inclusive of sales-tax).

Funding is available from the approved FY 2011/12 Electric Production operating budget for Unit #7 Boiler Pulverizer parts, which contains $200,000 for parts.

ALTERNATIVES:

1. Award a contract to Alstom Power Inc., Windsor, CT, for the purchase of Unit # 7 coal mill parts in the amount of $94,520.64 (inclusive of sales-tax).

2. Reject all proposals and direct staff to delay purchase of these replacement parts.

MANAGER'S RECOMMENDED ACTION:

The purchase of these mill parts in advance of major maintenance work will reduce the risks of delays on planned mill rebuilds, and will also help reduce downtime due to unplanned mill equipment failures. Having a coal mill fail and remain down for an extended period of time increases the risk of incurring significant cost for purchased power, particularly during peak times.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby awarding a contract to Alstom Power Inc., Windsor, CT, for the purchase of Unit # 7 coal mill parts in the amount of $94,520.64 (inclusive of sales-tax).

2012-058 COAL MILL PARTS FOR UNIT #7 COST SUMMARY

Company Name of Bidder:	Alstom Power Inc., Windsor, CT			R-V Industries, Honey Brook, PA			Babcock Power, Duncan, SC			Helmick Corporation, Fairmont, WV		
DESCRIPTION	**QTY**	**UNIT PRICE**	**Total**	**QTY**	**UNIT PRICE**	**Total**	**QTY**	**UNIT PRICE**	**Total**	**QTY**	**UNIT PRICE**	**Total**
RING BULL	1	$ 7,682.00	$ 7,682.00	1	$ 12,338.00	$ 12,338.00	**1**	$ 5,520.00	$ 5,520.00	1	$ 8,648.00	$ 8,648.00
Sales or Use Tax (7%)			$ 537.74			$ 863.66			$ 386.40			$ 605.36
			$ 8,219.74			**$ 13,201.66**			**$ 5,906.40**			**$ 9,253.36**
PLATE BOWL WEAR	4	$ 350.00	$ 1,400.00	4	$ 192.00	$ 768.00				4	$ 245.00	$ 980.00
Sales or Use Tax (7%)			$ 98.00			$ 53.76						$ 68.60
			$ 1,498.00			**$ 821.76**						**$ 1,048.60**
LINER SEPARATOR BOTTOM	16	$ 138.00	$ 2,208.00	16	$ 120.00	$ 1,920.00				16	$ 125.35	$ 2,005.60
Fastener 1	16	$ 3.00	$ 48.00							*16*	*$ 9.00*	*$ 144.00*
Fastener 2	16	$ 1.50	$ 24.00									
Sales or Use Tax (7%)			$ 159.60			$ 134.40						$ 150.47
			$ 2,439.60			**$ 2,054.40**						**$ 2,300.07**
MILLSIDE DEFLECTOR BRACKET	8	$ 187.00	$ 1,496.00									
Fastener 1	8	$ 3.50	$ 28.00									
Fastener 2	8	$ 3.00	$ 24.00									
Fastener 3	16	$ 1.00	$ 16.00									
Fastener 4	16	$ 1.00	$ 16.00									
Fastener 5	16	$ 2.20	$ 35.20									
Sales or Use Tax (7%)			$ 113.06									
			$ 1,728.26									
LINER UPPERMILLSIDE	9	$ 261.25	$ 2,351.25							9	$ 248.50	$ 2,236.50
Fastener 1	18	$ 5.10	$ 91.80							*18*	*$ 9.00*	*$ 162.00*
Fastener 2	18	$ 2.20	$ 39.60									
Fastener 3	18	$ 1.00	$ 18.00									
Fastener 4	18	$ 1.00	$ 18.00									
Sales or Use Tax (7%)			$ 176.31									$ 167.90
			$ 2,694.96									**$ 2,566.40**
LINER UPPERMILLSIDE	6	$ 383.50	$ 2,301.00							6	$ 440.50	$ 2,643.00
Fastener 1	18	$ 5.00	$ 90.00							*18*	*$ 9.00*	*$ 162.00*
Fastener 2	24	$ 2.20	$ 52.80									
Fastener 3	24	$ 1.00	$ 24.00									
Fastener 4	18	$ 1.00	$ 18.00									
Fastener 5	6	$ 3.50	$ 21.00									
Sales or Use Tax (7%)			$ 175.48									$ 196.35
			$ 2,682.28									**$ 3,001.35**
LINER UPPERMILLSIDE	4	$ 465.00	$ 1,860.00							4	$ 413.50	$ 1,654.00
Fastener 1	16	$ 5.00	$ 80.00							*16*	*$ 9.00*	*$ 144.00*
Fastener 2	16	$ 2.20	$ 35.20									
Fastener 3	16	$ 1.00	$ 16.00									
Fastener 4	16	$ 1.00	$ 16.00									
Sales or Use Tax (7%)			$ 140.50									$ 125.86
			$ 2,147.70									**$ 1,923.86**

LINER SEPARATOR BODY	6	$ 295.00	$ 1,770.00									
Fastener 1	12	$ 3.00	$ 36.00									
Fastener 2	12	$ 2.20	$ 26.40									
Fastener 3	12	$ 1.00	$ 12.00									
Fastener 4	12	$ 1.00	$ 12.00									
Sales or Use Tax (7%)			$ 129.95									
			$ 1,986.35									
EXTENSION BOWL	4	$ 1,895.00	$ 7,580.00							4	$ 4,569.00	$ 18,276.00
Fastener 1	96	$ 1.50	$ 144.00							*96*	*$ 9.00*	*$ 864.00*
Sales or Use Tax (7%)			$ 540.68									$ 1,339.80
			$ 8,264.68									**$ 20,479.80**
DEFLECTOR MILL SIDE	7	$ 124.00	$ 868.00							7	$ 172.75	$ 1,209.25
Fastener 1	14	$ 10.00	$ 140.00							14	$ 9.00	$ 126.00
Fastener 2	14	$ 1.00	$ 14.00									
Fastener 3	14	$ 0.80	$ 11.20									
Sales or Use Tax (7%)			$ 72.32									$ 93.47
			$ 1,105.52									**$ 1,428.72**
ROLL GRINDING NI HARD	3	$ 2,625.00	$ 7,875.00	3	$ 6,563.00	$ 19,689.00	**3**	**$ 7,219.53**	**$ 21,658.59**	3	$ 4,669.00	$ 14,007.00
Sales or Use Tax (7%)			$ 551.25			$ 1,378.23			$ 1,516.10			$ 980.49
			$ 8,426.25			**$ 21,067.23**			**$ 23,174.69**			**$ 14,987.49**
BAR JOURNAL HEAD STOP	2	$ 1,452.00	$ 2,904.00									
Sales or Use Tax (7%)			$ 203.28									
			$ 3,107.28									
LINER SADDLE	8	$ 171.00	$ 1,368.00	8	$ 196.00	$ 1,568.00				8	$ 148.25	$ 1,186.00
Fastener 1	16	$ 25.00	$ 400.00							*16*	*$ 9.00*	*$ 144.00*
Fastener 2	16	$ 1.00	$ 16.00									
Sales or Use Tax (7%)			$ 124.88			$ 109.76						$ 93.10
			$ 1,908.88			**$ 1,677.76**						**$ 1,423.10**
LINER SEPARATOR TOP	21	$ 305.00	$ 6,405.00	21	$ 503.00	$ 10,563.00				21	$ 353.50	$ 7,423.50
Fastener 1	48	$ 5.00	$ 240.00							*48*	*$ 9.00*	*$ 432.00*
Fastener 2	48	$ 1.00	$ 48.00									
Fastener 3	48	$ 1.00	$ 48.00									
Fastener 4	48	$ 2.20	$ 105.60									
Fastener 5	1	$ 452.00	$ 452.00									
Sales or Use Tax (7%)			$ 510.90			$ 739.41						$ 549.89
			$ 7,809.50			**$ 11,302.41**						**$ 8,405.39**
DEFLECTOR ASSEMBLEY	48	$ 246.00	$ 11,808.00	48	$ 185.00	$ 8,880.00						
Sales or Use Tax (7%)			$ 826.56			$ 621.60						
			$ 12,634.56			**$ 9,501.60**						
LINER INNERCONE	3	$ 905.00	$ 2,715.00							3	$ 1,715.00	$ 5,145.00
Sales or Use Tax (7%)			$ 190.05									$ 360.15
			$ 2,905.05									**$ 5,505.15**
BLADE WHIZZER	18	$ 108.00	$ 1,944.00							18	$ 77.70	$ 1,398.60
Sales or Use Tax (7%)			$ 136.08									$ 97.90
			$ 2,080.08									**$ 1,496.50**
SPIDER FAN	2	$ 4,949.00	$ 9,898.00	2	$ 3,093.00	$ 6,186.00						
Sales or Use Tax (7%)			$ 692.86			$ 433.02						
			$ 10,590.86			**$ 6,619.02**						
BLADE FAN	18	$ 349.00	$ 6,282.00	18	$ 313.00	$ 5,634.00						

Sales or Use Tax (7%)			$ 439.74		$ 394.38					
			$ 6,721.74		**$ 6,028.38**					
LINER PERIPHERY	1	$ 1,109.00	$ 1,109.00					1	$ 954.00	$ 954.00
Fastener 1	4	$ 5.00	$ 20.00					*4*	*$ 9.00*	*$ 36.00*
Fastener 2	4	$ 4.10	$ 16.40							
Fastener 3	4	$ 1.90	$ 7.60							
Fastener 4	4	$ 1.00	$ 4.00							
Fastener 5	4	$ 1.00	$ 4.00							
Sales or Use Tax (7%)			$ 81.27							$ 69.30
			$ 1,242.27							**$ 1,059.30**
LINER PERIPHERY	2	$ 1,009.00	$ 2,018.00					2	$ 781.50	$ 1,563.00
Fastener 1	8	$ 5.00	$ 40.00					*8*	*$ 9.00*	*$ 72.00*
Fastener 2	8	$ 4.10	$ 32.80							
Fastener 3	8	$ 1.90	$ 15.20							
Fastener 4	8	$ 1.00	$ 8.00							
Fastener 5	8	$ 1.00	$ 8.00							
Sales or Use Tax (7%)			$ 148.54							$ 114.45
			$ 2,270.54							**$ 1,749.45**
LINER PERIPHERY	2	$ 909.00	$ 1,818.00					2	$ 814.00	$ 1,628.00
Fastener 1	8	$ 5.00	$ 40.00					*8*	*$ 9.00*	*$ 72.00*
Fastener 2	8	$ 4.10	$ 32.80							
Fastener 3	8	$ 1.90	$ 15.20							
Fastener 4	8	$ 1.00	$ 8.00							
Fastener 5	8	$ 1.00	$ 8.00							
Sales or Use Tax (7%)			$ 134.54							$ 119.00
			$ 2,056.54							**$ 1,819.00**
Non-Taxable Freight					$ 3,400.00					
OVERALL	$94,520.64			$75,674.22		$29,081.09		$78,447.53		

parts are purchased together.

ITEM # 15
DATE: 01-24-12

COUNCIL ACTION FORM

SUBJECT: POWER PLANT ASH HAULING SERVICES

BACKGROUND:

This contract is for the coal combustion by-product beneficial re-use or disposal from the Electric Services ash pond to an Iowa DNR approved and permitted beneficial re-use site or landfill disposal site.

As bottom ash comes from the Power Plant coal fired boilers, it is hydraulically transported to the ash pond east of the Power Plant. The ash pond serves as a settling pond where the ash falls to the bottom and relatively clean water can be recycled to the Power Plant to transport additional ash from the bottom of the boilers. The ash itself is composed of inorganic materials in the coal and in the refuse derived fuel (RDF) that do not burn and must be removed from the boilers to allow continual operation.

Over time the ash builds up on the bottom of the pond and reduces the pond's available capacity. This ash must periodically be removed via excavation or dredging, be allowed to dewater, and then be transported off-site for disposal. Moving the ash off-site allows additional ash to be dredged from the pond and maintains the working capacity of the ash pond.

On August 23, 2011, City Council approved contract renewal No. 1 out of 4 possible with Biosolids Management Group, Inc., Boone, Iowa, (BMG, Inc.) in a not-to-exceed amount of $1,000,000 for beneficial use and disposal. The Council may recall that the first term of this contract was for the period of one year or until such time as the budgeted funds of $1,160,000 were exhausted. These funds will be exhausted very soon, and as a result an addition to the contract for 2011/12 is needed. Council should note that actual payments are based on unit prices proposed for these services.

The proposed change order would be Change Order No. 1. This change order will add an additional $741,426.00 to funds available on this current contract (Renewal Term No. 1) for FY 2011/12. This would bring the total funds available on this contract to $1,741,426.00. Prior to July 1, staff anticipates bringing contract renewal No.2 to the City Council for its consideration.

This contract includes the hauling of ash for beneficial re-use, as well as the landfilling of rejected screen material. **Costs per ton for the hauling and disposal have stayed at $45.60 for re-use and $50.84 for landfilling of screen rejects. The fuel escalators for rack prices above $3.00 per gallon for diesel have also stayed the same.**

Funding to cover this change order will come from $741,426 in unspent budget authorization carried over from the FY 2010/11 Operating Budget under the Contract Ash Handling account.

ALTERNATIVES:

1. Approve contract Change Order No. 1 to Biosolids Management Group, Inc., in the not-to-exceed amount of $741,426.00. This will bring the total FY 2011/12 contract limit to a not-to-exceed amount of $1,741,426.00.

2. Reject contract Change Order No. 1 and allow the funds for ash hauling to be exhausted.

MANAGER'S RECOMMENDED ACTION:

It is essential for the Power Plant to receive ash hauling services at the lowest possible cost consistent with the quality required to maintain Plant operations. It is also vital to lock in prices and accountability with key contractors. By choosing Alternative No. 1, the Plant will be able to continue achieving these goals.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving contract Change Order No. 1 to Biosolids Management Group, Inc., in the not-to-exceed amount of $741,426.00. This will bring the total FY 2011/12 contract limit to a not-to exceed amount of $1,741,426.00.

ITEM # 16
DATE: 01-24-12

COUNCIL ACTION FORM

SUBJECT: COMPLETION OF SUBSTATION CONTROL PANEL INSTALLATION

BACKGROUND:

On June 14, 2011, City Council approved a bid award to Electrical Power Products for the purchase and installation of Four 69 kV Relay panels. These panels have now been installed at Dayton Avenue, Mortensen Road, Ontario Road and Stange Road Substations. These additional relay panels are included in the budget for the Vet Med Substation Expansion project, since they are part of the same 69kV transmission “loop”. This loop extends from the Stange Road Substation, through Vet Med Substation, to the Dayton Avenue Substation.

One change order in the amount of $167.29 was approved by staff for this project, bringing the total cost of the project to $119,802.19. There is a remaining project balance of $208,921 for the Vet Med Expansion project, which is sufficient for payment of this equipment cost, as well as the remaining construction retainage and engineering close-out expenses for this project.

ALTERNATIVES:

1. Accept completion of the contract with Electrical Power Products and make final payment to the contractor.

2. Delay acceptance of completion of this project.

MANAGER'S RECOMMENDED ACTION:

The contractor for the substation control panels has completed the requirements of this contract, the Project Engineer has issued a certificate of completion on the work, and the City is now 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 Electrical Power Products and authorizing final payment to the contractor.

ITEM # 17
DATE: 01-24-12

COUNCIL ACTION FORM

SUBJECT: COMPLETION OF CONSTRUCTION CONTRACT FOR VETERINARY MEDICINE SUBSTATION EXPANSION PROJECT

BACKGROUND:

On September 14, 2010, City Council awarded a contract to National Conductor Constructors, Brainerd, Minnesota, for construction of the Vet Med Substation Expansion Project. This work was completed in 2011 and the project engineer has now issued a certificate of completion for this work.

The original contract amount was $1,220,639.54. The total amount of staff-approved change orders 1-4 was $38,492.89, bringing the total contract amount to $1,259,132.43. The remaining balance owed on this contract is $62,956.62. The budgeted funding available to close this project is $208,921, which is sufficient for this payment and all remaining close-out costs for this project.

ALTERNATIVES:

1. Accept completion of the contract with National Conductor Constructors and authorize final payment to the contractor.

2. Delay acceptance of completion of this project.

MANAGER'S RECOMMENDED ACTION:

The contractor for the Vet Med Substation Expansion construction has completed the requirements of the 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 National Conductor Constructors and authorizing final payment to the contractor.

Staff Report
DISCUSSION REGARDING PROPOSED NEW TAGLINE AND LOGO
January 24, 2012

TAGLINE/LOGO UPDATE

TAGLINE
Several tagline options were provided to the City Council at the end of November, and the Council voted to provide direction on three potential taglines. The finalists were: Smart Move, Heartland's Leading Edge, and Smart Choice. Preliminary Internet searches had revealed some potential conflicts, so the Council was very prudent in providing direction on more than one option.

Smart Move: The City of LaGrange, Georgia, which has trademarked Smart Move and uses it as part of its marketing strategy, immediately sent a letter to our legal department after reading about our potential tagline through news wire services. This option was eliminated.

Heartland's Leading Edge: Council Bluffs, Iowa, was contacted about its use of "Iowa's Leading Edge," which is being used with the "TM" logo. From feedback received, it was very clear that Council Bluffs was not comfortable with another Iowa city using a tagline so similar to its own. Again due to the reaction and concern, it seemed likely our tagline would be challenged in the trademarking process. This option was eliminated.

Smart Choice: Smart Choice uses different vocabulary than our first option, but maintains the essence of the original. Smart Choice has been used to describe a business recruitment program for the City of Philadelphia (Philadelphia: Smart City. Smart Choice), but Philadelphia has not trademarked those words. Philadelphia uses the trademarked tagline of "Life. Liberty. And You." There are other businesses using variations of Smart Choice, but no other city was identified. Aside from Philadelphia, our legal department has confirmed "Smart Choice" does not have any obvious legal complications.

The Ames Chamber has approved moving forward with the tagline "Smart Choice" contingent on Ames City Council approval. **In conclusion, it is recommended moving forward on the tagline: City of Ames, Iowa: Smart Choice**

<u>OPTIONS RELATED TO A NEW TAGLINE:</u>

1. The City Council can approve "Smart Choice" as the new tagline.

2. The City Council can reject "Smart Choice" as the new tagline.

LOGO
As you know, the ACVB and Ames Chamber of Commerce contracted with Push Branding & Design for their own rebranding. When the City of Ames went through its visioning process, the City's consultant suggested the major organizations promoting Ames should work towards a coordinated, unified look to demonstrate we are a community that works collaboratively.

The purpose of our logo is to symbolize the vocabulary identified during the visioning process. Through visioning, we developed specific words that describe the community we want to be. Those words include smart, open-minded, decisive, collaborative, confident, and innovative.

Using a process presented to the City Council earlier, members of Public Relations, Advertising, and Marketing (PrAM) of Central Iowa met recently to discuss logo options provided by Push Branding & Design. At this meeting, the 20 attendees were given five design options. The group was asked to narrow the field to three finalists, which was accomplished quickly with little debate. From three, the group split on a favorite. The top two logo options are Option 2 and Option 3.

In general, the comments regarding the Option 2 and Option 3 were "these are both very good," and "I'd be happy with either one." The feedback from the designer about Option 2 and Option 3 suggested that Option 3 could be more versatile in multiple uses (promotional items, signage) because of the simplicity of its shading.

Option 1 received comments including "It's strong and exciting," "I think it really suggests 'discovery' because the more you look at it, the more you see," "Very strong," and "It symbolizes collaboration." As was noted before, the comment was made, "It looks similar to the Adobe logo." Other comments included, "Too boxy," and "I don't love it, but I like it."

For Option 2, the comments from those who preferred this logo included "It's distinctive," "It's very dynamic – it comes alive," and "Very creative." The drawbacks included noted problems with reversing the logo and the possibility of the "A" mark taking on the look of a "V" when reproduced on certain products.

For Option 3, the comments from those who preferred this choice included "clean, simple and uncomplicated," "I can see the letter A, but it's not obvious," "I like how it looks like it's moving forward," "versatile look," "It's traditional, yet modern," and "edgy." When asked about drawbacks, comments included "It's flat – no depth" and "It's plain."

<u>OPTIONS RELATED TO A NEW LOGO:</u>

1. The City Council had discussed narrowing down the choices to three and asking the public to vote on the top three vote getters. This could be achieved through posting the options on the City's website, tallying results, and identifying

a winner. We do not have the ability to limit the number of times a person votes, and input would be limited to those who went on the website to express their preference, so it should be noted this is not a scientific representation of community preference.

2. The City Council has been given three design options that received favorable feedback from local marketing and communications professionals. The City Council can decide to move forward on one of the three options to be used immediately in combination with the new tagline.

Smart Choice

City of Ames
Job #11255

City of Ames Logo (Option 1)

tel: 515.288.5278
fax: 515.288.5277

PUSH

1/20/12
Proof #1

Smart Choice

Smart Choice

Smart Choice

Smart Choice

Smart Choice

Smart Choice

Smart Choice

Smart Choice

ITEM # 20 a - d
DATE: 01-24-12

COUNCIL ACTION FORM

SUBJECT: MAIN STREET CULTURAL DISTRICT REQUESTS FOR JANUARY SIDEWALK SALES

BACKGROUND:

The Main Street Cultural District (MSCD) is planning to host its annual winter sidewalk sales from January 26 through 28, 2012, and makes the following requests of the City Council:

a. Waiver of parking meter fees and enforcement in the Central Business District (CBD) from 8:00 a.m. to 6:00 p.m., Thursday, January 26, through Saturday, January 28, with a loss of approximately $2,700 to the Parking Fund
b. Blanket Temporary Obstruction Permit for CBD sidewalks from 8:00 a.m. to 6:00 p.m., January 26 – 28
c. Blanket Vending Permit for entire CBD for January 26 - 28
d. Waiver of fee for Blanket Vending Permit

ALTERNATIVES:

1. The City Council may approve the January Sidewalk Sales requests as submitted by the Main Street Cultural District.

2. The City Council may deny these requests.

MANAGER'S RECOMMENDED ACTION:

The MSCD Sidewalk Sales is a successful event held twice a year. Since these events bring shoppers to the MSCD, these requests further the City Council's goals to continue to provide support for the downtown commercial area.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the January Sidewalk Sales requests as submitted by the MSCD.

Main Street
CULTURAL DISTRICT
Ames, Iowa

January 5, 2012

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 is planning to hold its annual January Dollar Days sale from Thursday, January 26 through Saturday, January 28. Dollar Days is a semi-annual event designed to promote shopping in the Cultural District. In past years, this event has proven to be a successful sale for the many businesses who participate. At this time, MSCD requests the council to consider three specific requests:

1. The MSCD requests a district wide waiver of parking fees all day beginning Thursday, January 26 through Saturday, January 28 to help attract additional patrons downtown.

2. The MSCD requests a temporary obstruction permit for the entire Central Business District (CBD) to allow businesses to use the sidewalk in front of their stores to sell and display merchandise. MSCD requests the permit for January 26 through January 28.

3. The MSCD requests a Blanket Vending Permit for the entire CBD. MSCD requests the permit for January 26 through January 28 and further request the vending permit fee be waived.

Thank you for your consideration of these requests and continued support of the Main Street Cultural District. We look forward to seeing you at the end of January for the Dollar Days sale.

Sincerely,

Mandy McWherter

Mandy McWherter
Events Coordinator
Main Street Cultural District

Cc: Jeff Benson

312 Main Street, Ste 201, Ames, IA 50010 515.233.3472 MainStreetCulturalDistrict.com

License Application (   )

Applicant

Name of Applicant: LJPS, Inc

Name of Business (DBA): Olde Main Brewing Co

Address of Premises: CPMI Event Center, 2321 N Loop Dr

City: Ames **County:** Story **Zip:** 50010

Business Phone: (515) 232-0553

Mailing Address: 316 Main St

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

Contact Person

Name: Jamie Courtney

Phone: (515) 291-8346 **Email Address:** jcourtney@oldemainbrewing.com

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

Term: 5 days

Effective Date: 01/28/2012

Expiration Date: 02/01/2012

Privileges:

Class C Liquor License (LC) (Commercial)

Status of Business

BusinessType: Privately Held Corporation

Corporate ID Number: 286196 **Federal Employer ID #** 770613629

Ownership

Len Griffen

First Name: Len **Last Name:** Griffen

City: Potomac **State:** Maryland **Zip:** 24854

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: Potomac **State:** Maryland **Zip:** 24854

Position Treasure

% of Ownership 25.00 % **U.S. Citizen**

Insurance Company Information

Insurance Company: Founders Insurance Company

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:**

License Application (   )

22

Applicant

Name of Applicant: LJPS, Inc

Name of Business (DBA): Olde Main Brewing Co

Address of Premises: Reiman Gardens, 1407 University BLVD

City: Ames **County:** Story **Zip:** 50010

Business Phone: (515) 232-0553

Mailing Address: 316 Main St

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

Contact Person

Name: Jamie Courtney

Phone: (515) 291-8346 **Email Address:** jcourtney@oldemainbrewing.com

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

Term: 5 days

Effective Date: 02/20/2012

Expiration Date: 02/24/2012

Privileges:

Class C Liquor License (LC) (Commercial)

Status of Business

BusinessType: Privately Held Corporation

Corporate ID Number: 286196 **Federal Employer ID #** 770613629

Ownership

Len Griffen

First Name: Len | **Last Name:** Griffen

City: Potomac | **State:** Maryland | **Zip:** 24854

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: Potomac | **State:** Maryland | **Zip:** 24854

Position Treasure

% of Ownership 25.00 % | **U.S. Citizen**

Insurance Company Information

Insurance Company: Founders Insurance Company

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:**

License Application (   )

23

Applicant

Name of Applicant: Oddfellows LLC

Name of Business (DBA): Oddfellows

Address of Premises: 823 Wheeler St.

City: Ames **County:** Story **Zip:** 50010

Business Phone: (515) 292-2066

Mailing Address: 823 Wheeler St.

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

Contact Person

Name: Chris Patterson

Phone: (240) 447-9620 **Email Address:** cpatrick67@aol.com

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

Term: 12 months

Effective Date: 02/01/2012

Expiration Date: 01/31/2013

Privileges:

Class C Liquor License (LC) (Commercial)
Outdoor Service
Sunday Sales

Status of Business

BusinessType: Limited Liability Company

Corporate ID Number: 428541 **Federal Employer ID #** 45-4129926

Ownership

Chris Patterson

First Name: Chris **Last Name:** Patterson

City: Nevada **State:** Iowa **Zip:** 50201

Position President

% of Ownership 0.00 % **U.S. Citizen**

Chris Patterson

First Name: Chris **Last Name:** Patterson

City: Nevada **State:** Iowa **Zip:** 50201

Position President

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

Insurance Company Information

Insurance Company: Society Insurance

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:**

ITEM # 24
DATE: 01-24-12

COUNCIL ACTION FORM

SUBJECT: OFF-STREET PARKING REQUIREMENT FOR INDEPENDENT SENIOR LIVING FACILITIES

BACKGROUND:

On December 20, 2011, the City Council referred to staff a letter from Silverstone Partners, Inc., dated December 15, 2011 (see Attachment B), requesting a zoning text amendment to reduce the number of parking spaces required for a senior housing development. Silverstone Partners, Inc. is a real estate development firm based in Middleton, Wisconsin, that specializes in "Section 42" senior independent living apartments in the Midwest.

On January 11, 2012, Silverstone Partners, Inc. submitted a formal application (see Attachment C) requesting a zoning text amendment to allow a reduced parking standard for residential units in an Independent Senior Living Facility. **The requested zoning text amendment is to establish a requirement of one parking space per unit for apartment dwellings that are deed restricted to persons aged 62 and older, provided that spouses/partners aged less than 62 shall also be allowed.**

The applicant is interested in constructing a 42-unit senior Iowa Finance Authority project on land zoned as F-PRD (Planned Residence District) at 601 South 16th Street, also known as the proposed Aspen Ridge Second Addition, Outlot C (see Attachment A). The proposed use is a "permitted principle use" in the F-PRD zoning district. **The applicant states that "Based on their experience, they are extremely confident that a 1:1 parking ratio for apartments restricted to those that are 62 years old, or older, is very adequate. Many new residents, but not all, have a car when they move in, but they commonly give up their car after a few years opting for shared transit with other tenants, family members or transportation arranged by the apartment manager."** To the best of the applicant's knowledge, their other Senior Living Facilities do not have any tenants that own two cars. **The City Council should be aware that the proposed zoning text amendment would apply to all zoning districts that allow Apartment Dwellings.**

Approval of this request would require that the minimum off-street parking requirements in Table 29.406(2) of the *Municipal Code* be changed to allow a separate parking standard for "Independent Senior Living Facilities." The applicant has confirmed in conversations with City staff that the facility proposed on the site at 601 South 16th Street meets the definition of an Independent Senior Living Facility.

"Independent Senior Living Facility" is defined in Section 29.201(92A) of the *Municipal Code* as follows:

> ***"Independent Senior Living Facility*** *means an apartment dwelling featuring a central lobby, common dining area, and recreational rooms exclusively for the tenants. Domiciliary care services exclusively for the tenants may also be provided. Accessory support uses exclusively for tenants, such as pharmacies, banking services, barbers/beauticians, etc. may be included. The occupancy of an independent senior living facility shall be limited to:*
>
> *(a) Persons of the age of 55 or greater; or*
> *(b) 'Handicapped' but not including those persons currently illegally using or addicted to a 'controlled substance' as defined in the Controlled Substances Act 21 U.S.C. Section 802(6)."*

The current minimum number of off-street parking spaces required for residential units in an Independent Senior Living Facility is the same as that required for "Apartment Dwellings." The requirement is 1.5 spaces for each "one-bedroom residential unit", and 1 space per bedroom for units of two bedrooms, or more (as shown below in the section of Table 29.406 that applies to parking for "Apartment Dwellings.")

Current Parking Requirements for Apartment Buildings:
Table 29.406(2)
Minimum Off-Street Parking Requirements

PRINCIPAL LAND USE	ALL ZONES EXCEPT DOWNTOWN AND CAMPUS TOWN SERVICE CENTER ZONES	DOWNTOWN AND CAMPUS TOWN SERVICE CENTER ZONES
RESIDENTIAL DWELLINGS		
Apartment Dwellings	1.5 space/RU; for one-bedroom units 1 space/bedroom for units of 2 bedrooms or more 1.25 space/bedroom for units of 2 bedrooms or more in University Impacted (O-UIE and O-UIW)	1 space/RU

The zoning text amendment drafted by staff to address the applicant's request reduces the number of parking spaces required for Independent Senior Living Facilities, and reads as follows:

"1 space/residential unit for an Independent Senior Living Facility."

This off-street parking requirement for an Independent Senior Living Facility will meet the applicant's needs without restricting occupancy to "persons age 62 and older", as proposed by the applicant, since the definition of Independent Senior Living Facility already restricts occupancy to persons age 55, or older.

Adoption of the new parking standard would require that Table 29.406(2) of the *Municipal Code* be amended to include the new text, shown below in “bold italics”.

Proposed Parking Requirements for Independent Senior Living Facilities:
Table 29.406(2)
Minimum Off-Street Parking Requirements

PRINCIPAL LAND USE	ALL ZONES EXCEPT DOWNTOWN AND CAMPUS TOWN SERVICE CENTER ZONES	DOWNTOWN AND CAMPUS TOWN SERVICE CENTER ZONES
RESIDENTIAL DWELLINGS		
Apartment Dwellings	1.5 space/RU; for one-bedroom units 1 space/bedroom for units of 2 bedrooms or more 1.25 space/bedroom for units of 2 bedrooms or more in University Impacted (O-UIE and O-UIW) ***1 space/residential unit for an Independent Senior Living Facility***	1 space/RU

The *Land Use Policy Plan (LUPP)* Goals and Objectives most relevant to the requested text amendment include: (See Attachment D for complete text of the Goals and Objectives.)

- Goal #1 and Objective 1A – planning and managing growth;
- Goal #2 and Objectives 2A an 2B – providing sufficient land suitable for development;
- Goal #5 and Objective 5C – establishing a cost-effective and efficient growth pattern in emerging and infill areas where there is existing public infrastructure and where capacity permits; and,
- Goal #6 and Objective 6 and Objective 6A – increase the supply of housing and to provide a wider range of housing choices.

The proposal to reduce the minimum number of required off-street parking spaces required for independent senior living facilities is consistent with the LUPP goals and objectives described above.

Recommendation of the Planning & Zoning Commission. At its meeting of January 18, 2012, with a vote of 4 - 0 and 1 abstention, the Planning and Zoning Commission recommended approval of the zoning text amendment to Table 29.406(2) to add a minimum off-street parking requirement for Independent Senior Living Facilities of 1 space per residential unit. No one from the audience spoke for or against the proposed text amendment.

ALTERNATIVES:

1. The City Council can approve the zoning text amendment to Table 29.406(2) to add a minimum off-street parking requirement for Independent Senior Living Facilities of 1 space per residential unit.

2. The City Council can approve the zoning text amendment to Table 29.406(2) to add a minimum off-street parking requirement for Independent Senior Living Facilities of 1 space per residential unit, with modifications.

3. The City Council can decide not to approve the proposed text amendment.

4. The City Council can refer this issue back to staff for further information.

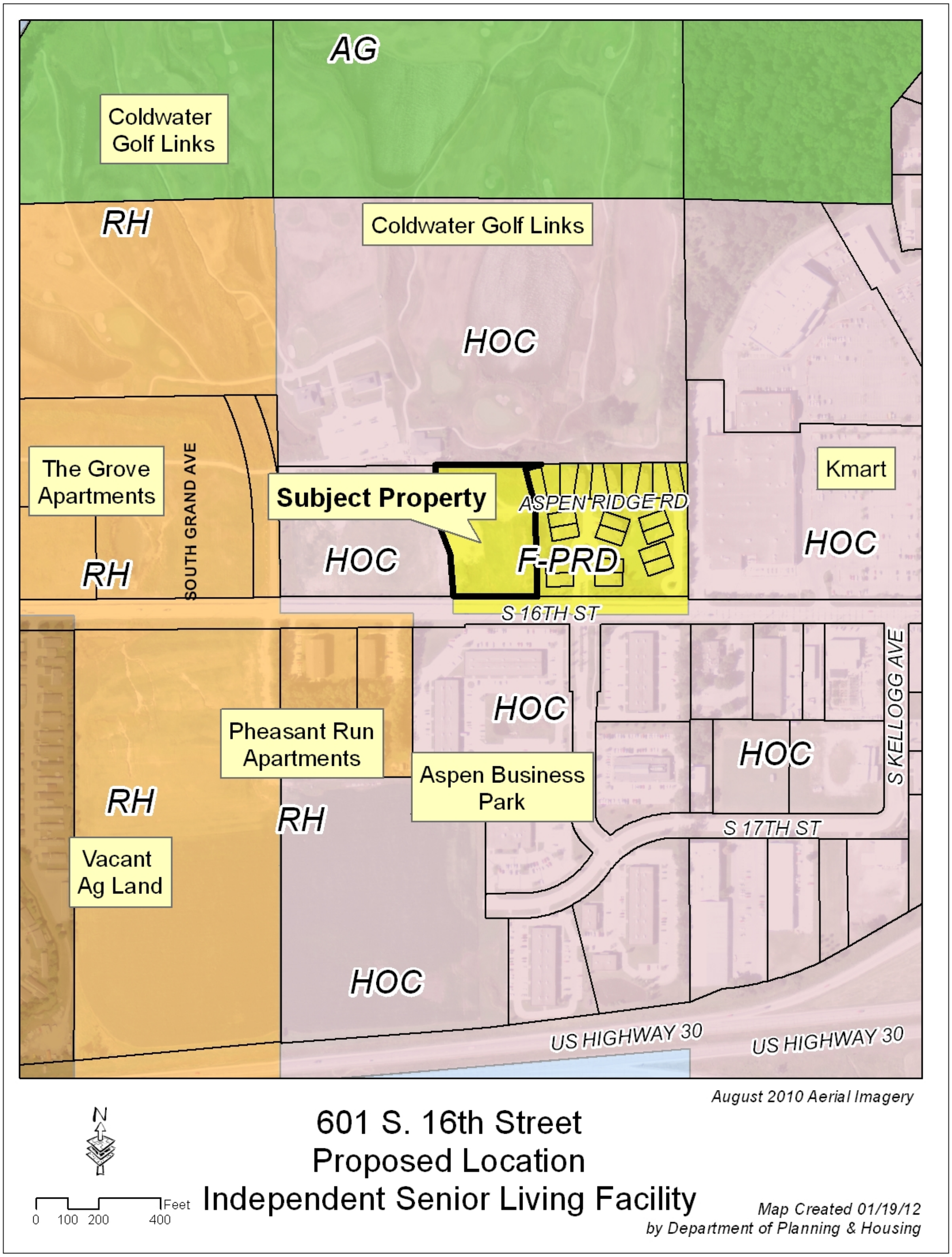
MANAGER'S RECOMMENDED ACTION:

The proposed zoning text amendment to reduce the minimum number of parking spaces required for Independent Senior Living Facilities is a reasonable change to the current parking requirements given the experience cited by the applicant in reference to the need for parking spaces by the residents of several other housing developments the applicant has developed. The proposed change in minimum parking requirements is also supported by the Land Use Policy Plan in that the change would contribute to the feasibility of development projects, which increase the supply of housing and provide a wider range of housing choices in the community.

Therefore, the City Manager recommends that the City Council act in accordance with Alternative #1, which is approval of the zoning text amendment to Table 29.406(2) to add a minimum off-street parking requirement for Independent Senior Living Facilities of 1 space per residential unit.

For the developer to meet their February 3, 2012, deadline for submittal of their application for tax credits through the Iowa Finance Authority (IFA), it would be necessary for the City Council to expedite the approval process for the proposed text amendment. There are two means available by which the City Council may facilitate their request. One option would be for the City Council to suspend the rules and waive the second and third readings of the ordinance. This would allow the City Council to approve the ordinance at the January 24 meeting. The other option would be to conduct two special meetings for the second and third readings of the ordinance. This option can be accomplished with two very brief telephonic meetings on January 26th and January 27th. It would be important to conduct these meetings prior to the February 3 IFA application deadline.

ATTACHMENT A
Location Map



ATTACHMENT B
Applicant's Letter to City Council

Silverstone Partners Inc

Real Estate Development & Investment

7447 University Avenue, Suite 210 | Middleton, WI 53562 | Ph 608.824.2290 | Fx 608.824.2299

December 15, 2011

Ames City Council
c/o Diane Voss
City Clerk, City of Ames
City Hall
515 Clark Avenue
Ames, IA 50010

RE: Requested Referral for Text Amendment
Senior Housing Parking Requirements

Dear Council Members:

I am writing to request the introduction of a request for referral for a text amendment regarding parking requirements for senior housing to be introduced at the December 20th meeting.

My name is Tom Sather and I am the President of Silverstone Partners, Inc., a real estate development firm that specializes in Section 42 senior independent living apartments. Over the past 15 years we have developed and own hundreds of units of independent senior housing.

We are currently working on a 42-unit senior IFA housing project to be located at 601 S. 16th Street, also known as Aspen Ridge Second Addition, Outlot C.

In speaking with Steve Osguthorpe, it was determined that the zoning code currently has certain zoning requirements for general "Apartment Dwellings" and for "Group Living", but does not specifically address the particular requirements of independent living apartments for seniors aged 62 and over. An excerpt from the zoning code is attached for your convenience.

Not surprisingly, the parking needs for seniors is much less than for families and we are asking the city for a text amendment to reflect this particular need.

Our proposed project would be restricted to seniors 62 and older and over many years and many projects, we have identified a fairly consistent resident profile and consistent parking needs.

The overwhelming majority of our seniors are single women, with a minority of couples and very few single men. The average age of these tenants upon moving in is early to mid 70s and the length of tenure averages about eight to ten years until the resident requires a higher level of care.

Many, but not all of our new residents have a car when they move in, but they commonly give up their after a few years opting for shared transit with other tenants, family members or transportation arranged by the apartment manager. To the best of my knowledge, we do not have any tenants that own two cars.

To provide a historical perspective to our experience, we asked our management company to add up all of the cars at our projects and relate this to the number of apartments. The results of this survey are attached and show that with a fairly high degree of consistency, these projects require about 2/3 of a parking space per unit for tenants. There is typically only one staff member at the facility (the manager) and this person commonly lives at the property.

Except for a few holidays such as Mother's Day, Christmas and Thanksgiving, visitors tend to be relatively infrequent and most commonly arrive to pick up a resident and take them elsewhere.

We had a very similar experience recently with our Cornerstone Commons Section 42 senior project in Johnston, Iowa, where the City's zoning code did not address the special parking needs of seniors. The City elected to amend their zoning code to require 1 parking space for each independent living senior apartment.

Based on our experience, we are extremely confident that a 1:1 parking ratio for apartments restricted to those 62 and over is very adequate. This confidence is shared by the Iowa Finance Authority, our lenders and our equity providers who invest millions of dollars into these projects.

We respectfully ask that you introduce this request at the December 20th council meeting for referral for text amendment.

Sincerely,

SILVERSTONE PARTNERS, INC.

Thomas W. Sather
President

cc: Steve Osguthorpe, City of Ames
Matt Randall, Randall Corporation

Table 29.406(2)
Minimum Off-Street Parking Requirements

PRINCIPAL LAND USE	ALL ZONES EXCEPT DOWNTOWN AND CAMPUS TOWN SERVICE CENTER ZONES	DOWNTOWN AND CAMPUS TOWN SERVICE CENTER ZONES
RESIDENTIAL DWELLINGS		
One and Two-Family and Single Family Attached (including Manufactured Homes outside RLP District)	2 spaces/Residential Unit (RU)	1 space/RU
Apartment Dwellings	1.5 space/RU; for one-bedroom units 1 space/bedroom for units of 2 bedrooms or more 1.25 space/bedroom for units of 2 bedrooms or more in University Impacted (O-UIE and OUIW)	1 space/RU
Dwelling House	1 space per bedroom	N/A
Family Home	2 spaces plus 1 space/2 full time staff members of the largest shift	NONE
Group Living Nursing and convalescent homes College and University housing, fraternities and sororities	 1 space/5 beds, plus 1 space/2 staff members of the largest shift 1 space/bed	NONE
Mobile Home and Manufactured Home in Manufactured/Mobile Home Parks	2 spaces/Manufactured/Mobile Home Space plus 1 space for guest parking/4 Manufactured/Mobile Home Spaces	NONE
Short-Term Lodging Hotel/Motel, including ancillary uses Boarding houses, rooming houses, and lodging houses	1 space/guest room; plus 6 spaces/1,000 sf of ballroom, meeting, bar and restaurant areas; plus 1 space/2 employees of the largest shift 1 space/bed	1 space/guest room, plus 5 spaces/1,000 sf of ballroom, meeting, bar and restaurant areas; plus 1 space/2 employees of the largest shift 0.5 space/bed
OFFICE		
Medical/Dental office	1 space/143 sf where there is no agreement for shared parking; 1 space/200 sf where there is an agreement for shared parking or for medical facilities that exceed 50,000 sf	NONE
Other office	Ground level: 1 space/250 sf; other than ground level: 1 space/300 sf	NONE

SENIOR HOUSING PARKING ANALYSIS
Silverstone Partners, Inc.

Comparable Senior Apartment Projects Developed and Owned By Principals of Silverstone Partners

PROJECT NAME	CITY	# UNITS	# CARS	CARS/UNIT
Algonquin Manor	Brown Deer, WI	80	51	0.64
Bradley Manor	Brown Deer, WI	51	30	0.59
Brookstone Commons	Neenah, WI	52	40	0.77
Lakefront Manor	Oshkosh, WI	64	47	0.73
Marquette Manor	South Milwaukee, WI	74	52	0.70
River Bend	West Bend, WI	52	35	0.67
Sunrise Village	South Milwaukee, WI	48	35	0.73
Sherman Glen	Madison, WI	98	33	0.34
AVERAGE		64.88	40.38	0.62

ATTACHMENT C
Application for a Zoning Text Amendment

ZTA-12-01

Effective Date: September 27, 2004

Text Amendment to the Zoning Ordinance

Application Form

(This form must be filled out completely before your application will be accepted.)

1. ***General Description of Affected Property(ies)*** (attach, if lengthy):
   Indepent living apartment projects within the City of Ames that are deed restricted to persons aged 62 and older with the exception that spouses/partners aged less than 62 will also be allowed.

2. **Applicant:** Silverstone Partners, Inc.

   Address: 7447 University Avenue, Suite 210 Middleton, WI 53562
   (Street) (City) (State) (Zip)

   Telephone: (608)824-2291/(608)334-6132 FAX (608)824-2291
   (Home) (Business) (Fax)

3. **Contact Person:** Tom Sather

   Address: same as above
   (Street) (City) (State) (Zip)

   Telephone:
   (Home) (Business) (Fax)

   E-mail address: sather@silverstonepartners.com

I (We) certify that I (we) am (are) familiar with applicable state and local codes and ordinances, the procedural requirements of the City of Ames, and have submitted all the required information.

Signed by: ______ **Date:** 1/9/12
(Applicant)

and: same as above **Date:** ______
(Contact Person)

RECEIVED
JAN 11 2012
CITY OF AMES, IOWA
DEPT. OF PLANNING & HOUSING

4

REQUEST FOR TEXT AMENDMENT TO THE ZONING ORDINANCE
CITY OF AMES, IOWA

This text amendment request is to provide a requirement of "one parking space per unit for apartment dwellings that are deed restricted to persons aged 62 and older, provided that spouses/partners aged less than 62 shall also be allowed"

This shall apply to all such future projects within the City of Ames.

This policy is designed to reflect the reduced parking requirements of seniors and promotes the general welfare by not requiring the development of unneeded parking which can serve to increase green space and reduce project costs, which in turn may result in lower rental costs to senior residents.

ATTACHMENT D
Related Goals and Objectives of the 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.

Objectives. In managing growth, Ames seeks the following objectives.

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.

. . .

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.

Objectives. In assuring and guiding areas for growth, Ames seeks the following objectives.

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 planed to meet growth. Sufficient land resources shall be sought to eliminate market constraints.

. . .

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.

Objectives. In defining the growth pattern and timing of development, Ames seeks the following objectives.

5.A. Ames seeks to establish priority areas for growth in which there are adequate and available land resources and infrastructure to meet the major development requirements through the year 2030.

5.C. Ames seeks the continuance of development in emerging and infill areas where there is existing public infrastructure and where capacity permits.

. . .

Goal No. 6. It is the goal of Ames to increase the supply of housing and to provide a wider range of housing choices.

Objectives. In creating housing opportunities, Ames seeks the following objectives.

6.A. Ames seeks to increase the overall supply of low and moderate-income housing through the following means: (1) conservation of such units in existing areas that are not designated for redevelopment or intensification; and, (2) inclusion of such units in new market-driven housing developments through zoning incentives.

. . .

ORDINANCE NO.

AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY REPEALING TABLE 29.406(2), AND ADOPTING NEW TABLE 29.406(2), TO ADD PARKING STANDARDS PERTAINING TO INDEPENDENT SENIOR LIVING FACILITIES; REPEALING ANY AND ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT TO THE EXTENT OF SUCH CONFLICT; PROVIDING A PENALTY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City's zoning code defines Independent Senior Living Facility as an apartment limited to persons of the age of 55 or greater, or Handicapped; and

WHEREAS, current parking standards in Table 29.406(2) do not differentiate between Senior Living Facilities and standard apartment dwellings; and

WHEREAS, information has been submitted demonstrating that the actual parking need for Independent Senior Living Facilities is lower than standard apartment dwellings;

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

Section One. The Municipal Code of the City of Ames, Iowa shall be and the same is hereby amended by repealing Tables 29.406(2) and adopting a new Table 29.406(2), to read as follows:

Table 29.406(2)
Minimum Off-Street Parking Requirements

PRINCIPAL LAND USE	ALL ZONES EXCEPT DOWNTOWN AND CAMPUS TOWN SERVICE CENTER ZONES	DOWNTOWN AND CAMPUS TOWN SERVICE CENTER ZONES
RESIDENTIAL DWELLINGS		
One and Two-Family and Single Family Attached (including Manufactured Homes outside RLP District)	2 spaces/Residential Unit (RU)	1 space/RU
Apartment Dwellings	1.5 space/RU; for one-bedroom units 1 space/bedroom for units of 2 bedrooms or more 1.25 space/bedroom for units of 2 bedrooms or more in University Impacted (O-UIE and OUIW) 1 space/residential unit for an Independent Senior Living Facility	1 space/RU
Dwelling House	1 space per bedroom	N/A
Family Home	2 spaces plus 1 space/2 full time staff members of the largest shift	NONE

Group Living Nursing and convalescent homes College and University housing, fraternities and sororities	 1 space/5 beds, plus 1 space/2 staff members of the largest shift 1 space/bed	NONE
Mobile Home and Manufactured Home in Manufactured/Mobile Home Parks	2 spaces/Manufactured/Mobile Home Space plus 1 space for guest parking/4 Manufactured/Mobile Home Spaces	NONE
Short-Term Lodging Hotel/Motel, including ancillary uses Boarding houses, rooming houses, and lodging houses	 1 space/guest room; plus 6 spaces/1,000 sf of ballroom, meeting, bar and restaurant areas; plus 1 space/2 employees of the largest shift 1 space/bed	 1 space/guest room, plus 5 spaces/1,000 sf of ballroom, meeting, bar and restaurant areas; plus 1 space/2 employees of the largest shift 0.5 space/bed
OFFICE		
Medical/Dental office	1 space/143 sf where there is no agreement for shared parking; 1 space/200 sf where there is an agreement for shared parking or for medical facilities that exceed 50,000 sf	NONE
Other office	Ground level: 1 space/250 sf; other than ground level: 1 space/300 sf	NONE
TRADE AND WHOLESALE		
Retail Sales and Services-General	Ground level: 1 space 200 sf; other than ground level: 1 space/250 sf	NONE
Wholesale Trade	1 space/500 sf	NONE
Printing	1 space/200 sf of retail area; plus 1 space/2 employees on largest shift; plus 1 space/company vehicle	NONE
Fuel Sale/Convenience Stores	1 space/200 sf; spaces at fuel pump islands may be counted towards this requirement	NONE
Retail Sales and Services-General	Ground level: 1 space/200 sf; other than ground level: 1 space/250 sf;_and all levels in CVCN zone and CGS zone: 1 space/300 sf	NONE
Retail and Shopping Centers, exclusive of Grocery Stores and Offices Uses, 50,000 - 99,999 sq. ft.	4.5 spaces/1,000 sf; except that in CVCN zone and CGS zone, 1 space /300 sf 4.50 spaces/1,000 sf	NONE
Retail and Shopping Centers, exclusive of Grocery Stores and Office Uses, 100,000 - 199,999 sq. ft.	4.25 spaces/1,000 sf, except that in CVCN zone and CGS zone, 1 space /300 sf.	NONE

Major retail and Shopping Centers, exclusive of Grocery Stores and Office Uses	4.00 spaces/1,000 sf, except that in CVCN zone and CGS zone, 1 space /300 sf	NONE
Grocery Stores	1 space/250 sf, except that in CVCN zone and CGS zone, 1 space/300 sf.	NONE
Display store (furniture, appliances, carpets, etc.)	1 space/500 sf	NONE
Financial institution (freestanding or as ground level service area)	Ground level: 1 space/250 sf; other than ground level: 1 space/300 sf	NONE
Entertainment and Recreation Trade	14 spaces/1,000 sf	NONE
Sit-Down Restaurant	9 spaces/1,000 sf	NONE
Fast food restaurant	12 spaces/1,000 sf in dining or waiting area, or 1 space/2 employees if no seating	NONE
Recreation facility, health club	5 spaces/1,000 sf	NONE
Enclosed tennis, handball, racquetball or squash courts	4 spaces/court plus 1 space/200 sf for rest of building	NONE
Bowling Alley	5 spaces/lane. Bar, restaurant and other uses shall provide parking according to the requirement for that use	NONE
INSTITUTIONAL AND MISCELLANEOUS USES		
Auditoriums, theaters, stadiums and arenas	Greater of 1 space/5 seats or 10 spaces/1,000 sf, with a minimum of 20 spaces	Greater of 1 space/4 seats or 10 spaces/1,000 sf, with a minimum of 20 spaces
Places of Worship	When seating is provided in main auditorium: 1 space/4 seats, exclusive of Sunday School and other special areas. When seating is not provided in main auditorium: 1 space/60 sf of worship area	NONE
Private clubs, fraternal organizations, libraries, museums and community buildings	1 space/200 sf	NONE
Funeral Home/Mortuary	1 space/50 sf in slumber rooms, parlors and funeral service rooms	NONE
Vehicle Service Facilities Fuel Sales Only Service/Repair Facilities	 3 spaces plus 1/employee 3 spaces plus 2 spaces/service bay	NONE
Car Wash	2 spaces plus 5 stacking spaces/washing bay	NONE
Motor vehicle sales and service	2 spaces plus 1 space/500 sf over 1,000 sf in the showroom, plus 2 spaces/service bay	NONE

Heliport or helicopter landing area	Greater of 1 space/employee or 2 spaces/1,000 sf of patron area, but not less than 10 spaces	NONE
Hospital/medical center	1 space/2 beds plus 1 space/2 staff members of the largest shift	NONE
Schools primarily serving children younger than age 16	Greater of 2 spaces/classroom or 1 space/4 seats in auditorium	NONE
High schools and universities	Greater of 1 space/2 students; or 10 spaces/classroom; or 1 space/4 seats in auditorium	4 spaces/classroom
Sports Practice Facility	2 spaces/1,000 sq ft of gross floor area	2 spaces/1,000 sq ft of gross floor area
INDUSTRIAL		
Industrial Service, Manufacturing and Production, Resource Production and Extraction	1 space/500 sf plus 1/space/company vehicle	NONE
Warehouse	One (1) parking space per 5,000 sq.ft.	NONE
MIXED-USE DEVELOPMENT	Mixed-use development parking shall be determined as the sum of parking requirements of the individual use components	NONE

(Ord. No. 3587, 9-12-00, Ord. No. 3643, 1-8-02, Ord. No. 3666, 6-11-02, Ord. No. 3720, 7-22-03, Ord. No. 3739, 10-14-03; Ord. No. 3866, 12-20-05; Ord. No. 3872, 03-07-06; Ord. No. 3967, 9-9-08; Ord. No. 3993.06-16-09; Ord. No. 4030, 4-13-10; Ord. No. 4060, 4-26-11)

Section Two. Violation of the provisions of this ordinance shall constitute a municipal infraction punishable as set out by law.

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

Section Four. This ordinance shall be in full force and effect from and after its passage and publication as required by law.

Passed this __________ day of ____________________________, _______.

ATTEST:

_______________________________________ _______________________________________

Diane R. Voss, City Clerk Ann H. Campbell, Mayor

Silverstone
Partners Inc

Real Estate Development & Investment

7447 University Avenue, Suite 210 | Middleton, WI 53562 | Ph 608.824.2290 | Fx 608.824.2299

January 11, 2012

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

RE: Proposed Text Amendment to the Zoning Ordinance
Independent Senior Living Facility Parking Requirements

Dear Mayor and Council Members:

This letter is to request that if the above referenced text amendment is approved at the January 24th city council meeting, that the City Council suspend the rules and pass on the second and third readings and adopt the ordinance establishing minimum off-street parking requirements for residential units in Independent Living Senior Living Facilities.

We are currently working on such a proposed senior project at 601 S. 16th Street under the Section 42 program as administered by the Iowa Finance Authority (IFA).

Our application for tax credits with IFA is due on February 3, 2012 and our ability to meet parking requirements is a point scoring issue in this highly competitive process, therefore timing is of the essence.

We believe that this amendment is in the best interest of the City and the seniors of Ames and greatly appreciate any assistance you can lend regarding this issue.

Sincerely

SILVERSTONE PARTNERS, INC.

Thomas W. Sather
President

ITEM # 25
DATE: 01-24-12

COUNCIL ACTION FORM

SUBJECT: LOAN AND DISBURSEMENT AGREEMENT TO FUND PLANNING AND DESIGN FOR NEW WATER TREATMENT PLANT

BACKGROUND:

On December 13, 2011, the Ames City Council established January 24, 2012 as the date of a public hearing to enter into a Drinking Water State Revolving Fund (DW SRF) planning and design (P&D) loan to fund the design of a new 15 million gallon per day water treatment plant. The DW SRF program provides low-interest loans to allow communities to minimize the financial cost for major capital projects. The loan fund can be used for planning and design, as well as water plant construction. At this time, the City intends to enter into an agreement for a planning and design loan in an amount not to exceed $11,425,000. The planning and design loan, administered by the Iowa Finance Authority, allows for a zero percent interest loan for up to three years with no initiation fee, no servicing fee and no payments. Planning and design loans can either be rolled into a State Revolving Fund construction loan or repaid when some other form of permanent financing is in place.

The planning and design loan amount requested includes these **estimated** expenses:

Reimbursement of design work from previous years (FY 08/09 to FY 11/12)	$	703,380
Land Acquisition and related expenses		890,000
Environmental Assessments		25,000
Site work (Topographical/Geotechnical)		50,000
Final Design, Value Engineering		8,718,000
Subtotal		10,386,380
Contingency, ~ 10%		1,038,620
Total P&D Estimate		**11,425,000**

This amount exceeds the actual amount that is anticipated to be needed prior to entering into a construction loan. There is no penalty, financial or otherwise, to the City for requesting more than is needed in the P&D loan. Only the expenses actually incurred would be rolled forward into the construction loan.

The project was placed on the DW SRF Intended Use Plan in December of 2009, a step that needed to be accomplished prior to entering into the P&D loan agreement. The next step is for the City Council to hold a public hearing prior to taking action to incur debt. Immediately following the hearing, Council is asked to authorize executing the P&D loan.

ALTERNATIVES:

1. Authorize the Planning and Design loan and disbursement agreement with the Iowa Finance Authority to fund planning and design for a new water treatment plant in a principal amount not to exceed $11,425,000.

2. Authorize the Planning and Design loan and disbursement agreement with the Iowa Finance Authority to fund planning and design for a new water treatment plant in some other principal amount.

3. Direct staff to seek alternative financing options for the planning and design expenses.

4. Take no action to incur debt on the new water treatment plant project at this time, and provide direction to staff on the future of the project.

MANAGER'S RECOMMENDED ACTION:

Authorization of this loan agreement is critical to financing the planning and design for the new water treatment plant. Moving forward utilizing the State Drinking Water Revolving Loan Fund is the most economical way to finance the project for our utility customers.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby authorizing a loan agreement with the Iowa Finance Authority for the planning and design for a new water treatment plant in a principal amount not to exceed $11,425,000.

ITEM # ___26____
DATE: 01-24-12

COUNCIL ACTION FORM

SUBJECT: DISPOSAL OF PROPERTY FOR WATER TREATMENT PLANT PROJECT

BACKGROUND:

On December 13, 2011, Council took the following actions related to land acquisition for the City's future water treatment plant site:

1. Council authorized the execution of an agreement to purchase Parcels 05-25-400-200 and 05-25-400-140 for a combined purchase price of $825,000.

2. Council authorized the execution of a land exchange agreement with the United States of America, Agricultural Research Service, Department of Agriculture (USDA).

3. Council set the date of public hearing for January 24, 2012 for disposal of Parcels 05-25-400-200 and 05-25-400-140 pursuant to the land exchange agreement between the City of Ames and the United States of America.

On December 30, 2011, staff closed on the purchase of parcels. In addition, staff mailed the exchange agreement signed by Mayor Campbell, along with the Council resolution supporting it, to the USDA for their concurrence and signature. An electronic copy of the fully executed agreement has been returned by the federal government.

The City Clerk posted legal notice in The Ames Tribune on January 10, 2012, regarding disposal of the parcels in exchange for property located at 1800 East 13th street owned by the United States of America, and provided notification that a public hearing would be held on the matter on January 24, 2012.

At this time, Council is asked to authorize disposal of Parcels 05-25-400-200 and 05-25-400-140 and acquisition of the property located at 1800 E 13th Street pursuant to the land exchange agreement.

ALTERNATIVES:

1. Approve disposal of Parcels 05-25-400-200 and 05-25-400-140 and acquisition of the property located at 1800 E 13th Street pursuant to the fully executed land exchange agreement between the City of Ames and the United States of America.

2. Do not authorize the disposal of said property at this time, and provide guidance for staff on the future direction of the project.

MANAGER'S RECOMMENDED ACTION:

The new Water Treatment Plant project is an important component of the City's long-term development plan. The plant will serve all customers of the water utility by providing increased capacity to meet future water demand as well as replace the aging infrastructure of the existing facility.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving disposal of Parcels 05-25-400-200 and 05-25-400-140 and acquisition of the property located at 1800 E 13th Street pursuant to the land exchange agreement between the City of Ames and the United States Government.

ITEM # ____27___
DATE: 01-24-12

COUNCIL ACTION FORM

SUBJECT: POWER PLANT UNIT 8 AIR HEATER BASKET INSTALLATION

BACKGROUND:

On December 13, 2011, City Council approved preliminary plans and specifications for Power Plant Unit 8 Air Heater Baskets Installation. This project involves the purchase and installation of baskets and associated materials that need to be replaced in the regenerative air heaters.

Bid documents were issued to twenty-three potential bidders. The bid was advertised on the Current Bid Opportunities section of the Purchasing webpage and a Legal Notice was published in the Ames Tribune. The bid was also sent to one plan room.

On January 11, 2012, eight bids were received as shown on the attached report. Electric Services staff reviewed the bids and concluded that the apparent low bid submitted by Plibrico Company, LLC, Omaha, NE, in the amount of $29,182.00 is acceptable. The Engineer's estimate of the total installed cost of this project is $165,000. Council may recall that the materials portion of the project was recently awarded at a cost of $95,962.

The approved FY 2011/12 budget and Capital Improvements Plan includes $150,000 for the Unit 8 Air Heater Basket Replacement project. This includes $100,000 for the materials and $50,000 for the installation.

ALTERNATIVES:

1. Award a contract to Plibrico Company, LLC, Omaha, NE, for the Unit 8 Air Heater Baskets Installation in the amount of $29,182.00.

2. Reject all bids and delay the replacement of the air heater baskets.

MANAGER'S RECOMMENDED ACTION:

Air heater baskets are subject to long term corrosion due to exhaust gas and operating conditions. Periodic replacement is required in order to maintain operability and high efficiency. Poorly maintained air heater baskets increase costs for the utility, and there is a significant risk of damage to the downstream fans, ductwork and stacks.

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

	INVITATION TO BID NO. 2012-082 UNIT 8 AIR HEATER BASKET INSTALLATION BID SUMMARY	
BIDDER	**Lump Sum Cost**	**Sales and/or Use Taxes Included in Amount**
Plibrico Company, LLC Omaha, NE	$29,182.00	$1,675.00
Capital City Boiler & Machine Works, Inc. Des Moines, IA	$79,272.60	$5,192.60
AZCO, Inc. Menasha, WI	$86,800.00	$743.00
Enerfab Kansas City, MO	$113,581.00	$6,651.00
NAES Power Contractors Cranberry Township, PA	$140,095.00	$2,187.00
Associated Mechanical, Inc. Olathe, KS	$147,000.00	$9,617.00
Hayes Mechanical Omaha, NE	$149,446.00	$9,762.00
Moorehead Machinery & Boiler Company Minneapolis, MN	$153,700.00	$8,700.00
Ragan Mechanical, Inc. Davenport, IA	$193,225.00	$1,000.00

ITEM # 28
DATE: 01-24-12

COUNCIL ACTION FORM

SUBJECT: VETERINARY MEDICINE SUBSTATION CAPACITOR BANKS

BACKGROUND:

On December 20, 2011, City Council approved preliminary plans and specifications for the Vet Med Substation Capacitor Banks. The overall project is for both procurement and installation of two capacitor banks for this Substation. This portion of the project is for the purchase of the capacitor banks only. Installation for these capacitor banks will be bid separately at a later date.

Bid documents for the capacitor banks were issued to sixteen firms. On January 11, 2012, five bids were received as shown on the attached report. Electric Services staff reviewed the bids, and the bid submitted by Power Survey was found to be non-responsive because its bid security was not in compliance with the bid document requirements. The bid security provided was in the form of a company check, while the bid document requires that if the bid security is in the form of a check then it must be a "*cashier's or certified check drawn on a bank in Iowa or a bank chartered under the laws of the United States".*

Staff has concluded that the apparent low bid in the amount of $218,379.00 submitted by Controllix Corporation, Walton Hills, OH, is acceptable. Controllix Corporation is not licensed to collect sales taxes for the State of Iowa. The City would pay applicable Iowa Sales Taxes directly to the State.

The Engineer's estimate of the total purchase price of the capacitor banks is $250,000. The installation of these capacitors will be performed under a separate contract, which is estimated at $100,000, for a total combined project cost of $350,000. In 2010/11 the Capital Improvements Plan was adjusted to include $350,000 for the "Vet Med Substation Voltage Support" project. That project and budget has been carried over to the 2011/12 budget, and is the source of funding for this purchase.

ALTERNATIVES:

1. Award a contract to Controllix Corporation, Walton Hills, OH, for the Vet Med Substation Capacitor Banks in the amount of $218,379.00, plus applicable sales taxes to be paid directly by the City of Ames to the State of Iowa.

2. Reject all bids and delay the purchase of the capacitor banks.

MANAGER'S RECOMMENDED ACTION:

There has been and will continue to be an increase of load at this substation as both the ISU Veterinary Medicine campus and the ISU Research Park continue to grow and expand. Should Electric Services not install capacitor banks at the Vet Med Substation, it will be difficult to maintain optimum customer service in that area.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby awarding a contract to Controllix Corporation, Walton Hills, OH, for the Vet Med Substation Capacitor Banks in the amount of $218,379.00, plus applicable sales taxes to be paid directly by the City of Ames to the State of Iowa.

INVITATION TO BID NO. 2012-097 VET MED SUBSTATION CAPACITOR BANKS BID SUMMARY

BIDDER	TOTAL*
Controllix Corporation, Walton Hills, OH	$218,379.00
Switchgear Power Systems, Winneconne, WI	$272,754.50
Peak Sebstation Services, LLC, Birmingham, AL	$335,615.00
WESCO Distribution, Des Moines, IA	$318,980.00
Power Survey, St. Laurent, QC, Canada	Non-responsive

* Total is less all applicable taxes to ensure fair evaluation of prices since three bidders are not licensed to collect taxes.

ITEM # 29
DATE: 01-24-12

COUNCIL ACTION FORM

SUBJECT: CYRIDE FACILITY ARCHITECTURAL-ENGINEERING CONTRACT

BACKGROUND:

In September, CyRide distributed a Request for Proposals (RFP) for architectural and engineering services to design improvements to its transit facility. The following four priorities were identified for the construction:

- Flood protection
- Building expansion
- Ceiling height raised
- Building structural repairs

Five firms bid on the project and, through staff's technical evaluation, the viable firms were narrowed to three – URS, Neumann Monson and Shive-Hattery. Interviews were held with these three firms and, based on information gained through these interviews; the following technical ranking was developed.

1. **URS**/W.A. Wallace Consulting/Snyder and Assoc.
2. **Neumann Monson**/Kueny Architects/Snyder and Assoc./Stecker Harmsen/KJWW/Confluence
3. **Shive-Hattery**/Ayers Associates/Stecker Harmsen

During the month of November, CyRide staff began negotiating a fee with the top firm, URS, based on the scope of services in the RFP as required by Federal Transit Administration regulations. After several discussions between URS and CyRide to clarify the work and further between URS and its sub-consultants, the total fee for services was determined to be $462,509. The attached "URS Corporation Fee Estimate" is their final proposal received on November 30, 2011.

In staff's review of the fee, two criteria were established to determine the appropriate fee level for the scope of work to be completed. First, historically the architectural/engineering fees for CyRide projects have ranged between 8.5 – 13.5% as reflected below.

Project	Fee Percentage
Bus Storage Expansion (2005)	8.8%
Administrative Office Expansion (2008)	8.7%
Intermodal Facility (2010)	13.4%

It is CyRide's staff's belief that approximately 10% would be reasonable for the project based on a total construction cost of approximately $4.5 million for the four priorities. Therefore, a 10% fee would be $450,000. URS's final fee proposal is slightly higher at $462,509, or 10.3%.

Second, since the construction will address four individual projects, staff requested and analyzed the fee breakout for each project. This analysis is detailed below.

Project	**Est. Construction Cost**	**A/E Fee**	**% of Cost**
Flood Protection	$1,000,000	$141,892	14.1%
Building Expansion	$1,600,000	$161,187	10.0%
Ceiling Height Raised	$ 750,000	$ 63,594	8.0%
Building Structural Repairs	$1,150,000	$ 47,177	4.1%
TOTAL	**$4,500,000**	**$462,509**	**10.3%**

The only project that is outside of staff's target percentage and recent project fees is the flood protection project. In discussions with the URS team, the following explanation for the higher fee on this project was provided.

> "… flood protection design … requires us to meet the insurance requirements outlined in the 2010 assessment (FM Global insurance carrier). We will be implementing a multi-front approach that will involve a broader range of design professionals than other parts the project. For example, we will evaluate the site, building perimeter and interior armoring of critical zones and provide design solutions. While some staff can and will be involved in all of the phases, specialists in this specific area provide strictly consulting services and not the production of design documents."

Based on this information, staff is comfortable with the fee structure and total.

CyRide has total federal/state/local funding of $4,985,206 for construction of these improvements as identified below. The architectural/engineering fee will be deducted from this total construction funding as an allowable expense.

Grant	**Federal/State Dollars**	**Local Dollars**	**Total dollars**
#IA-04-0111 (federal)	$2,588,165	$647,041	$3,235,206
PTIG (State)	$800,000	$200,000	$1,000,000
PTIG (State)	$600,000	$150,000	$750,000
TOTAL	**$3,988,165**	**$997,041**	**$4,985,206**

The Transit Board of Trustees approved the award to URS Corporation at its December 6, 2011 meeting. Prior to award of this contract, the Ames City Council is also required – under Chapter 26A.12(3) of the City Code – to approve all contracts for public improvements, building, demolition or construction work.

ALTERNATIVES:

1. Award a contract to URS Corporation at a not-to-exceed cost of $462,509 for architectural/engineering services for the CyRide Facility Construction project as detailed in the Request for Proposal.

2. Direct staff to renegotiate the fee for architectural/engineering services for the CyRide Facility Construction project with URS Corporation.

3. Direct staff to reject the URS Corporation fee proposal and begin negotiations with the second firm, Neumann Monson.

4. Do not award a contract for the architectural/engineering services for the CyRide Facility Construction project.

MANAGER'S RECOMMENDED ACTION:

After reviewing URS' not-to-exceed fee proposal, staff believes that the requested fee is reasonable for the scope of work to be completed. It is within the range of fees paid for past projects, and will allow critical reconstruction and expansion of CyRide's facility to meet its current and near-term needs.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby awarding a not-to-exceed design contract to URS Corporation in the amount of $462,509.

URS CORPORATION
Fee Estimate
CyRide Bus Storage Expansion
Ames, IA
URS Project Number: TBD
6-Dec-11
CyRide Bus Storage Expansion

BREAKDOWN BY DISCIPLINE		Labor	Expenses
1	URS Architecture	$ 58,846	$ 3,000
2	URS Landscape Architecture	$ 12,376	$ 300
3	URS Structural	$ 20,328	$ 1,500
4	URS Mechanical	$ 90,423	$ 6,000
5	URS Fire Protection	$ 1,325	$ -
6	URS Electrical	$ 62,551	$ 3,000
7	URS Flood Mitigation	$ 33,062	$ 4,000
8	URS Cost Estimation	$ 14,508	$ -
9	ASK Studio	$ 58,640	$ 1,000
10	MFRA Civil	$ 39,190	$ 690
11	MFRA Survey	$ 8,925	$ 843
12	Snyder Associates	$ 13,677	$ 333
	SUB-TOTAL	$ 413,850	$ 20,666
13	Project Managerment	$ 20,693	$ 3,300
14	Communications/Repro/Mail	$ 4,000	
12	**TOTAL**	$ 462,509	

Assumptions

1 Fees based on a total construction budget of $4.5m. accordingly.
2 LOMAR change would be additional service
3 Geotechnical work is not included.
4 Existing drawings as readily available will be provide in auto cadd.
5 Adequate utility capacity for MEP systems is available at the ISU cooling tower system to serve the new project requirements for power, systems, cooling, and fire protection.
6 Extensive investigation of the existing central utilities system will not be required to identify access points for new systems. Iowa State University will determine the location and arrangement of connection to their cooling tower water system.

BREAKDOWN BY PHASE		
Phase		Fees
1	Flood Protection	$ 141,892
2	Facility Expansion	$ 161,187
3	Bus Storage Ceiling Height	$ 63,594
4	Facility Reconstruction	$ 47,177
	Project Management	$ 20,693
	Expenses	$ 27,966
	TOTAL	$ 462,509

ITEM # 30
DATE: 01-24-12

COUNCIL ACTION FORM

SUBJECT:2012-13 PROPOSED ANNUAL ACTION PLAN PROJECTS FOR COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

BACKGROUND:

In order to receive federal Community Development Block Grant (CDBG) funds, the City must submit a Consolidated Plan to the Department of Housing and Urban Development (HUD). The Consolidated Plan is the planning document (Comprehensive Housing Affordability Strategy, or CHAS) for the jurisdiction. This Plan requires detailed background information on the community derived from both census data and other comprehensive studies performed by the community. The Plan must also identify, over a five-year period, the goals and priorities to address the housing and community development needs of low- and moderate-income persons and the housing and community development needs of **non-** low- and moderate-income persons in the community. The goals and priorities that the City identified in its 2009-14 Consolidated Plan are outlined in **Attachment 1**. The City's Consolidated Plan was submitted and approved by HUD in July 2010.

The Consolidated Plan requires that the City develop an Annual Action Plan that outlines the program activities to be undertaken to address or meet those goals and priorities. The Annual Action Plan can address **one or all** of the goals and priorities of the housing and community development needs identified in the Consolidated Plan.

HUD regulations require that the Annual Action Plan be submitted for approval within 45 days before the beginning of the program fiscal year (i.e., by May 17, 2012). It also requires that the Plan be published for 30 days to allow for citizen input on the proposed project(s) for the utilization of the funds.

HUD recently published the 2012 CDBG funding allocations for entitlement cities. The City of Ames allocation is listed at $511,276 for FY 2012. Although the City only recently received approval of our 2011-12 Amended Action Plan, it is time to begin the process for determining the 2012-13 Annual Action Plan Projects. As in the past, staff will meet with the Council to review proposed plan priorities and projects prior to conducting forums for public input.

Prior to proposing activities for the Annual Action Plan, staff reviews the following HUD guidelines that outline the following key steps:

- Determine if the proposed activity is included in the listing of eligible activities;
- Determine if the proposed activity meets the City's Consolidated Plan priority goals for addressing the needs of low- and moderate-income persons within the community;
- Determine if the proposed activity can meet one or more National Objectives;

- Ensure that carrying out the activity will meet HUD's requirement that 70% of the grantee's CDBG expenditures, over a three-year period, will be on activities that benefit low- and moderate-income persons; and
- Meet the new performance measurements requirements.

Staff continues to work closely with HUD on identifying program activities that not only meet the above key steps, but can be successfully administered by the City from year to year. **HUD has continually stressed to staff that their expectation for the City as an entitlement community is to ensure compliance with program time lines in regards to projects completed and dollars expensed**, program compliance for projects and expenditure of funds, and accurate documentation that the funds are being spent on eligible activities. The City will also be held accountable for program activities done in partnership with sub-recipients, and must ensure that sub-recipients have the administrative and financial capacity and experience to carry out the required activities.

Attachment 2 is a table showing the proposed 2012-13 Annual Action Plan program activities. The programs being recommended for next year (**Home Improvement Rehabilitation, Homebuyer Assistance, Dangerous Building, Single-Family Conversion, and Neighborhood Infrastructure Improvements**) **are the same as 2011-12.** These programs continue to focus on the Council's goal of strengthening our neighborhoods.

Staff's rationale for recommending a continuation of these programs is as follows:

- The proposed projects are consistent with the Council's goals and priorities to focus on neighborhood sustainability by improving both the housing stock and the infrastructure in low- and moderate-income vital core neighborhoods.
- The proposed projects reduce the downtime for starting new programs that can affect the City's ability to meet HUD's timely expenditure requirements.
- The limited number of programs proposed for FY 2012-13 reflect the workload capabilities of staff assigned to the CDBG program.

All of the activities proposed would be of 100% benefit to low- and moderate-income persons and/or neighborhoods.

If the proposed 2012-13 Action Plan Projects are acceptable to City Council at this time, the next steps will be to conduct a public forum to gain input from citizens on the proposed projects, and then prepare the Action Plan document, which is composed of narratives in regard to our mission, needs, goals, etc.

ALTERNATIVES:

1. The City Council can approve the proposed 2012-13 Annual Action Plan Program Projects in connection with the City's Community Development Block Grant Program. This alternative will also authorize staff to conduct public forums, prepare the Action Plan document for the 30-day public comment period, and set May 8, 2012, as the date of Public Hearing.

2. The City Council can approve, with modifications, the proposed 2012-13 Annual Action Plan Program Projects.

3. The City Council can refer this item back to staff with further direction.

MANAGER'S RECOMMENDED ACTION:

The programs being recommended for next year (Home Improvement Rehabilitation, Homebuyer Assistance, Single Family conversion, and Dangerous Buildings removal, as well as Neighborhood Infrastructure Improvements) focus on the City Council's goal of strengthening our neighborhoods and are consistent with the priorities of the City's 2009-14 Consolidated Plan.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, thereby approving the proposed 2012-13 Annual Action Plan Program Projects, and authorizing staff to proceed with conducting public forums, preparing the Action Plan document for the 30-day public comment period, and setting May 8, 2012, as the date of Public Hearing.

ATTACHMENT 1

2009-2014 COMMUNITY DEVELOPMENT GOALS AND PRIORITIES FOR LOW- AND MODERATE-INCOME PERSONS
1. CDBG funds should be used to strengthen neighborhoods by implementing affordable housing programs and services through acquiring, demolishing, and rehabilitating housing units that support homeowners, homebuyers, and renters to obtain and remain in affordable housing.
2. CDBG funds should be used to promote one community by implementing programs that support a continuum of new or expanded housing and services targeted for homeless, transitional housing clients, and persons with special needs.
3. CDBG funds should be used to strengthen neighborhoods by implementing programs that will increase or improve public facilities, infrastructure, and services.

2009-2014 COMMUNITY DEVELOPMENT GOALS AND PRIORITIES FOR NON- LOW- AND MODERATE-INCOME PERSONS
1. CDBG funds should be used for slum and blight removal in non-low- and moderate-income areas to assist in redevelopment projects to decrease the number of substandard housing units through acquisition, demolition, and new construction to the maximum limit that CDBG funds are allowed.

ATTACHMENT 2

PROPOSED 2012-13 AMENDED ANNUAL ACTION PLAN PROGRAM ACTIVITIES

Project Activities	Program Description	Priority Goal	CDBG National Objective
The **Neighborhood Sustainability Program** is comprised of the following subcomponent programs: 1. **Home Improvement Rehabilitation Program** **2. Homebuyer Assistance** **3. Dangerous Buildings Program** **4. Single-family Conversion Program**	The overall goal of the Neighborhood Sustainability program is to increase the availability of housing to low- and moderate-income families and to maintain and sustain decent, safe, and sanitary housing stock in existing neighborhoods by providing home repair grants for owner-occupied housing units, and repair assistance to property owners of single-family rentals for conversion back to single-family homeownership and down payment and closing cost assistance to first-time homebuyers, and demolish deteriorated properties in conjuction with our Dangerous Building Initiatives.	1, 2	Low- & Moderate-Income Benefit
The **Public Improvement Program** is comprised of the following subcomponent programs: • **Neighborhood Infrastructure Improvements** (curb, street resurfacing, sidewalks, etc.) in targeted low- and moderate-income census tracts	The overall goal of the Public Improvement Program is to preserve and enhance **the viability and aesthetics of our core exisiting neighborhoods by maintaining the public infrastructure.**	3	Low- & Moderate-Income Benefit

Staff Report

Parking Requirements for Expansion of Existing Buildings

January 24, 2012

Background:

The City has adopted parking standards that specify the number of parking spaces required for uses specified in Table 29.406(2) of the zoning code. The standards are typically based upon such conditions as the square footage of a structure(s) containing a specified use, or the number of units that define a particular use such as the number of bedrooms in a residential dwelling, the number of service bays in a service garage, the number of seats in an auditorium, or the number of washing bays in a car wash. Although the purpose of the adopted parking standards is not specifically stated in the code, parking standards are commonly adopted by jurisdictions to ensure that the demand for parking associated with a particular use is met on-site, and that adjacent properties and rights-of-way are not adversely affected by such demands.

The code states that off-street parking spaces must be provided as defined in the off-street parking table "for any new building constructed and for any new use established." (Section 29.406(2)). Accordingly, whenever any new development is proposed, the permitting process ensures that the new development provides the specified number of parking spaces based upon the use specified at the time of permitting. However, the code recognizes that building were erected before the effective date of the City's parking ordinance, and that uses of structures may change over time. The code therefore includes two provisions allowing changes to buildings and their uses before current standards kick in, as follows:

> Provision 1. The Code states in Section 29.406(2)(b) that,
>
> "Whenever a building erected or established after the effective date of this Section is enlarged in floor area, number of employees, number of dwelling units, seating capacity or otherwise to create an increase of 10% or more in the number of existing parking spaces, such spaces shall be provided on the basis of such enlargement or change."
>
> In effect, there is a 10% "wiggle-room" allowance granted for changes to buildings built after current parking regulations were adopted before they are required to bring parking up to current standards.
>
> Provision 2. In Section 29.406(2)(c) the code essentially states that,
>
> "Whenever a building existing prior to the effective date of this Section is enlarged to the extent of 50% or more of the floor area, said building or use shall then and thereafter comply with the requirements set forth herein."

Provision 1 applies to any change that would trigger the need for more parking, including change of use. Provision 2 applies only to changes in the floor area of the building and assumes that the use does not change. It should be stressed that Provision 1 applies only to newer development, perhaps indicating an expectation that newer development built under current code provisions

have enough parking to allow a 10% margin of non-compliance without significant impacts. Provision 2, on the other hand, applies to older buildings, perhaps indicating a desire to allow existing businesses to grow in place without being constrained by the more stringent requirements of current parking regulations. Provision 2 does not, however, allow a building expansion to facilitate a change to a use with a higher parking requirement than the existing use, presumably to avoid a "double-whammy" in terms of increasing the actual impacts of parking demand for a given site.

<u>Policy Issue For City Council Consideration:</u>
The above provisions appear to be written to ensure the continued use and viability of existing buildings. However, the provisions are not particularly well written, and have more recently been interpreted to allow buildings to expand up to 150% in area without additional parking even for changes to more intense uses. This more liberal interpretation recently came under question when a potential tenant looked to lease an existing building that did not meet current parking regulations, and the tenant's intended use was more intense than building's current use. While staff is not aware of any investments made in reliance of this more recent interpretation, it has nonetheless been an interpretation offered to an undefined number of customers over the past few years. It is not clear, however, if this more liberal interpretation might result in unintended parking impacts on surrounding properties and rights-of-way.

The challenge, therefore, is to avoid the impacts of excess parking demands on abutting properties and rights-of-way while ensuring that older existing buildings continue to be viable even if they don't meet parking requirements.

<u>Possible Solutions:</u>
The current language may strike the needed balance here, but the actual verbiage could be improved to avoid future misinterpretation. Alternatively, the following package of amendments could allow for changes to a building's use without requiring additional parking, and without imposing any more impacts than might already occur under the current use of a building:

1. <u>Administrative Option</u>. Credit a pre-code building that has deficient code-required parking spaces with the number of parking spaces that would be required by code under the current use, and allow that credit to be applied toward:
   (a) Any use that has the same parking requirement or less as the current use, or
   (b) Any change in the use or size of the building that would result in the need for up to 50% more parking spaces than the number of credited spaces available for the building.
   This credit approach would allow the use to be changed to an equivalent or less intensive impact use without requiring additional parking and without any special review procedures, or to be enlarged in such manner that only the parking spaces required by the increase would have to be provided on-site; and

2. <u>Special Use Permit Option</u>. Under the provisions of a Special Use Permit, allow any pre-code building to be changed in use or size in a manner that would require more parking spaces than the credited amount, when such parking spaces cannot be provided on-site or under standard remote parking provisions. The Special Use Permit Criteria could allow consideration of such things as:
   a. Shared parking opportunities in the area

b. Remote parking opportunities in the area (even if not otherwise allowed in that particular zone).
c. Hours of operation
d. The ability of the general area to absorb the impact of the parking demand created by the new use; and

3. Amend remote parking provisions to expand remote parking option to any property reviewed under the provisions of the Special Use Permit process described in #2 above.

To illustrate how the above amendments would apply, consider a hypothetical building constructed in, say, 1950. The building is 6,000 square feet and was originally constructed as a grocery store. At the time of its construction, there were no parking requirements, so there is currently no on-site parking. If that building were built today, it would require 1 parking space per 250 square feet of floor area, for a total of 24 parking spaces. Under the above-suggested code provisions, the owner would have a parking credit of 24 spaces for the continued use of the building as a grocery story. Let's say that he now wished to enlarge the building. The above credit would apply to the building under the administrative option if it is enlarged by no more than 50% (up to 9,000 square feet). Under the current code, a 9,000 square foot grocery store would require a total of 36 parking spaces, but with the 24-space credit, he would only have to provide an additional 12 spaces to account for the enlargement. If the building were enlarged anymore than that, then the credit would no longer apply and parking would have to be provided for the entire building on site or as allowed by a remote parking agreement. Alternatively he could apply for a special use permit to see if any parking deficit created by the proposal could be mitigated. This would not eliminate any impacts that might be associated with the current parking non-conformity, but it would ensure that the enlargement would not create any additional parking impacts.

If the owner instead wished to just change the use of the building, the 24-space parking credit could be applied to any new use requiring no more than 1 space per 250 square feet. A financial institution, for example, has that same parking requirement, so the building could be used as a bank without any special consideration or without any additional parking. If the new use required more parking than the current grocery store use, the difference between the number of spaces otherwise required for the new use and the amount of parking credit would have to be made up by providing that additional amount of parking spaces, whether on-site, or as allowed under standard remote parking provisions. **Again, however, if the owner could not provide the additionally required parking spaces on site or through standard remote parking provisions, he could apply for a special use permit to determine if the increased parking demand posed any impacts on surrounding properties that could not be mitigated.**

<u>Staff Comments:</u>

Staff is aware that the City Council hopes to support entrepreneurs who typically have to rely on utilizing existing buildings to begin their enterprises. The existing Code sections related to off-street parking requirements many times are detrimental to their efforts. Therefore, some changes in the relevant Code sections seem warranted, if for no other reason than to clarify the language. Therefore, staff is seeking Council's direction on whether Code amendments should be made in regards to this issue.

Staff Report

Parking Violations

January 24, 2012

Background:

A previous staff report led the City Council to direct the Police Department to gather public input regarding a potential increase in parking fines. Fines are set by Municipal Ordinance and address two general groups of parking violations, overtime parking at meters and all other illegal parking.

Overtime parking occurs when the vehicle parked at a metered spot exceeds the time paid on the meter. **The fine for this violation is $10, but if paid within seven days the fine is reduced to $5**. This rate was last increased in 2003. This violation accounts for 24,823 of approximately 48,419 tickets written in 2011. The estimated cost of meter enforcement, converted to a per-ticket basis, is $6.73. Added to this is $4.39 in overhead costs associated with collecting and processing payments and all other city support functions (Legal, Human Resources, Facilities, etc) for a total cost of $11.12 per ticket.

Illegal parking violations include such things as blocking sidewalks or driveways, parking without the proper permit or permission, or parking in violation of alternate side or hour of day restrictions. **The fine for this violation is $15, but if paid within seven daysand the fine is reduced to $10**. These rates were increased from $5 in 2003. In 2011, there were 23,596 illegal parking citations written at an estimated cost of $6.44 per ticket plus $4.39 in collections and overhead expenses for a total estimated expense of $10.83.

These estimates include all costs associated with the enforcement, ticketing, and collections functions as well as any city overhead expense associated with this service. Approximately 50% of tickets are paid within seven days and 87% of all tickets are eventually paid.

Deterrence

One justification for levying parking fines is to deter illegal parking. While the "deterrent effect" of a given penalty varies among individuals, the willingness to risk the penalty is probably also influenced by the availability of parking options. For instance, with a ready supply of convenient parking options (metered spaces for example), most people will comply with parking regulations and park legally. Under these conditions, any parking citation is undesirable and serves as a deterrent.

As the supply of available parking decreases, however, the motorist is often willing to pay more in order to park their car. At some point, the cost of a parking ticket can become equivalent to the cost of parking. In essence, the citation can become a "convenience fee" for the privilege of parking at a desirable location. This may be most evident on football game days when there is readily available parking in university lots with rates beginning at $20 per vehicle. Many attendees are willing to pay $20 or more to park their vehicle on game day. Some, however, choose to avoid these costs and park on city streets. A portion of this group will accept a $10 illegal parking citation in order to park illegally on city streets adjacent to the Stadium. It should also be noted that some illegal parking citations stem from misinterpretation of complex regulations or motorists who are simply misled by seeing someone else parked illegally.

It is likely that the current $10 citation is a modest deterrent to most illegal parking. On football game days or during other major special events, $10 may be an inadequate deterrent.

Support of Operations

A second justification to assess fines is to cover the cost of enforcement. The overall average cost of a parking citation was $11.02 in 2011 ($10.83 per illegal and $11.12 per overtime). **While there is some year-to-year fluctuation in the cost of enforcement and the number of citations, the citation cost seems to consistently exceed the current fine amount for a parking citation.**

Other Communities

The following table details overtime and illegal parking fines for a selection of other Iowa communities.

City	Overtime	Illegal
Ames	$5, $10 if not paid in 7 days	$10, $15 if not paid in 7 days
Ankeny	$15, $20 if not paid in 30 days	$15, $20 if not paid in 30 days
Cedar Falls	$10, $15 if not paid in 30 days	$10, $15 if not paid in 30 days
Clive	$15, $20 if not paid in 30 days	$15, $20 if not paid in 30 days
Dubuque	$7, $12 if not paid in 30 days	$15, $20 if not paid in 30 days
Iowa City	$10 (variable at meters)	$15, $20 if not paid in 30 days
Mason City	$15, $20 if not paid in 30 days	$15, $20 if not paid in 30 days
West Des Moines	$15, $20 if not paid in 30 days	$15, $20 if not paid in 30 days
Iowa State University	$10	$15-30

Most of the cities in this survey have an illegal parking fine amount of $15. There was somewhat more variability in how communities addressed overtime parking violations although a majority had amounts similar to the $15 for illegal parking. Iowa City, for instance had a scaled response with the first violation waived at meters, followed by rapidly escalating amounts for repeat offenders. Dubuque charges $7 for this violation.

Citizen Feedback

A summary of the violations and parking system finances were prepared as the basis for discussion in these meetings. Sessions were held with interested parties from Campustown, downtown, and the Panhellenic representatives. Meetings were held with the ISU Parking System representative, the GSB Off-Campus Student Senator, and a representative of the ISU Athletic Department. In addition, comments were invited from citizens through emails to the neighborhood association representatives and ISU Greek Affairs.

A wide array of opinions were represented in the comments that were received. While any summary may not adequately represent the opinion of all citizens, there were some themes that emerged from several of the meetings:

- Some citizens expressed opposition to any increase. This was particularly true with reference to parking meter violations. Meters and meter violations were mentioned as a deterrent to shopping in certain areas, particularly in reference to downtown businesses and customers.

- Many citizens understood the need for parking enforcement and accepted the "break-even" approach to financing the parking system. There was more caution expressed about a possible meter fine increase than about an illegal parking fine increase.

- Customer access to stores and "turnover" continued to be a high priority for both Campustown and downtown businesses. Participants brainstormed ways to finance a system to enforce a time limit without the use of meters. (While there is license-plate reader technology available to do this, these are costly technologies). The convenience of alternate payment systems seemed to be of greater concern among Campustown respondents than downtown respondents.

- Although some citizens recognized that parking comes at a cost that has to be accounted for in some way, there continues to be some perception of parking as a "free" commodity. A couple of respondents suggested that this cost would best be absorbed by merchants rather than by shoppers.

- The fine amount at meters was seen differently by different groups - some participants indicated that the current amount encouraged a "*take my chances*" approach while a higher penalty would lead them to pay the meter. Others indicated that <u>any</u> fine amount may be a negative influence on the customer experience. One neighborhood respondent suggested that those who pay the fine receive a shopping coupon sponsored by the local merchants as way to offset a potentially negative experience.

- We received comments from a couple of respondents who had downtown or Campustown responsibilities during times that on-street parking is prohibited. For example, businesses' staff who clean in bars after 2:00 a.m. find themselves in violation of the overnight no parking rules. These rules are designed to allow street cleaning, snow removal, and other maintenance activities while also deterring long-term on-street storage.

- Participants were not particularly sympathetic to those who parked illegally. **Game day parking was of special concern to neighborhood residents.** The ISU Athletic Department has discouraged illegal parking in the neighborhoods. Space is available in ISU lots during all home football games. In response to citations, visitors commonly report difficulty in understanding posted regulations. Many participants acknowledged that a "game day surcharge" may be perceived as hostile to visitors but balanced this with the recognition that the illegal parking is also difficult for neighborhood residents. While there was no single solution to this problem, one group suggested that areas immediately adjacent to ISU experience enough parking demand that the fine will need to be higher in order to achieve sufficient deterrence. In essence, they recommended a higher fine in some high demand zones.

- ISU students emphasized the importance of advance public notice of any change in the fees. In these discussions, there seemed to be some acceptance of the need for increased fines. At the same time, they emphasized the value of widespread public awareness prior to the change.

In general, there were a number of ideas developed for improving parking regulation compliance. These have been captured and shared with the Traffic Engineer for consideration as we replace meters or consider new parking regulations.

Options:

1. Illegal Parking

    a. The City Council can increase illegal parking fines to $20 ($15 if paid within seven days).

    b. The City Council can increase illegal parking fines to a different amount.

    c. The City Council can make no change in illegal parking fines.

2. Overtime Parking

    a. The City Council can increase overtime parking fines to $12 ($7 if paid within seven days).

    b. The City Council can increase overtime parking fines to a different amount.

    c. The City Council can elect to make no change to the overtime parking fine amount.

3. High Demand Parking Penalties

    a. The City Council can direct staff to explore the development of high-demand parking zones with the potential for different penalties in these areas.

    b. The City Council can elect to take no action on the question of high-demand parking zones.

Staff Comments:

The 2012/13 budget anticipates that revenue will not cover the operating costs in the Parking Fund. While parking fines are primarily set to encourage compliance with regulations, a secondary goal is to cover the expenses associated with enforcement of parking regulations. In considering these goals and the current practices in other cities, it seems appropriate to consider increasing the illegal parking fine to $20 ($15 if paid within seven days). The Council may be interested in exploring whether high-density residential areas should have a higher fine (perhaps $25 - reduced to $20 if paid within 7 days) The creation of these zones could begin to address some of the game day issues, but are unlikely to eliminate this problem. The current illegal fine could be increased citywide, while still allowing additional time for consideration of zones or other game day options.

There was less unanimity on the question of overtime parking fines. Some opposed any increase. Those who acknowledged that an increase may be warranted tended to support a more cautious increase in the overtime parking fine amount. If an increase is implemented, it might be to $12 ($7 if paid within seven days). As the Parking Fund is presented to you in early February, you will see the trend for this fund balance and be able to judge what, if any, changes to make.

ITEM 33a

Staff Report

EXTENSION OF UTILITIES EAST OF INTERSTATE 35

January 24, 2012

BACKGROUND

The Ames Economic Development Commission (AEDC) submitted a letter to the City Council requesting that land be annexed north of Lincoln Way from I-35 to 590th Avenue, citing the lack of large industrial lots available for development. Realizing that this could mean the City may incur costs to extend infrastructure into this area, the City Council asked staff to report on the broad, conceptual estimates for extending the utilities, which was done in August of 2011. Subsequently, Council asked that dialog be continued with the AEDC regarding this potential annexation and that the possibilities for a more detailed study of the utility infrastructure costs be investigated. Following discussion of the 2012/13 budget guidelines in November 2011, City Council directed staff to engage a consultant to develop conceptual plans and associated costs for these extensions.

Staff asked the consultant to develop multiple scenarios for providing water and sewer infrastructure to the land between Lincoln Highway and the Union Pacific Railroad (UPRR) east of Barilla up to 590th Avenue. Scenarios were also developed to provide sewer service to the land on East 13th Street zoned for regional commercial development.

In order to insure that these investments are compatible with potential growth in the surrounding areas into the more distant future, staff also directed the consultant to consider the service level needs of potential long-term development within the area reaching one-half mile south of US 30 and up to a mile north of East 13th Street. It should be emphasized that there are no present plans to annex this expanded territory. However, these more expansive scenarios are appropriate in order to help with the City's long-term planning. This is particularly important since any interceptor sewer brought north from the WPC Facility should have the capacity to serve for 50-100 years. Otherwise, the cost to upsize that line in a few decades would be exorbitant. It should also be emphasized that planning capacity and routes that could serve this larger large area does not necessarily mean that the City will grow there. That would be based upon the willingness of private landowners and future City Councils to consider such annexation.

The basic scenarios shown below present possible options for serving the East Lincoln Way corridor, as well as alternatives that extend service to the regional commercial area. Exhibits with the layout of new water and sewer facilities are attached for each scenario. A fifth exhibit portrays the two points at which a sewer trunk line could be connected to the City's Water Pollution Control facility.

Scenario 1: Extend water main and trunk sewer line from the west to serve the north side of Lincoln Way (Barilla to 590th Avenue). A portion of the existing sewage collection system on Lincoln Way west of I-35 would need to be upsized (shown on attached drawing). Potable water can be serviced from the existing system servicing the Barilla facility.

Scenario 2: Same as Scenario 1, but also extends the sewer to the north to encompass the Regional Commercial Area (former Wolford Property).

Scenario 3: Extend water main from the west along Lincoln Way, and extend the trunk sewer up from the south to connect to the Water Pollution Control facility.

Scenario 4: Same as Scenario 3, but also extends the sewer north to serve the Regional Commercial Area.

Alfred Benesch & Co. of Ames conducted the conceptual planning study to analyze the issues and costs for extending water and sanitary sewer infrastructure to serve the scenario regions. Key work in their study included analyzing findings from previous planning studies, assigning baseline development parameters, identifying potentially environmentally sensitive areas, developing specific utility corridors and routing plans, defining right-of-way needs, and preparing preliminary engineering level cost estimates. A final report that includes evaluation of serving the greater potential growth area (a mile north of East 13th Street south through the US 30 corridor, east to 590th Avenue) and consolidates all of the work and findings will be completed and delivered to staff next month.

SUMMARY OF ANTICIPATED DESIGN DEMANDS FOR POTABLE WATER AND SEWER FLOWS

Table 1 includes a summary of net developable areas (i.e., accounting for steep slopes, environmentally sensitive areas), and shows potential flows based on a distribution of various types of anticipated use. The design flows are summarized as follows (see note 7, below):

TABLE 1

Scenario #	Net New Developable Area (acres)	Design Flow (water and sewer) in million gallons per day (MGD)
1	563	2.96
2	804	4.17
3	563	2.96
4	804	4.17

CONCEPTUAL COST ESTIMATES

The cost estimates for these scenarios are shown below in Table 2. The development of these estimates was based on the following assumptions:

1. Maximize gravity lines for sewer service.
2. Minimize/eliminate the need for pump stations for sewer service.
3. No low pressure/grinder sewer systems.
4. Maximize utility location in existing public rights-of-way.
5. Wastewater Plant upgrades will account for increased flow from the proposed development areas; estimates for plant upgrades are out of the scope of this study.
6. Existing sewer system capacities for individual pipes were not known for inclusion in the conceptual system layouts. Dry weather relative capacities were known and used to the greatest extent possible. Wet weather conditions should be verified in the preliminary design stage.
7. Potable water demands will be met through the City's existing water treatment facility (currently undergoing upgrades). The flows shown in the table, above, have been estimated using the higher end of potential demand for the corresponding possible land uses. As the areas develop, consideration must be given to the impact on the water treatment plant from projected demand for the specific proposed development.
8. Fire protection flows are to be provided through the City water system via appropriate main sizing and with installation of appropriate elevated storage*.

* Elevated storage may not be required at the time of initial development, and is dependent on specific water and fire demands. Since some type of elevated storage will ultimately be needed for the area, the water system costs for all four scenarios include $3,000,000 for an elevated tower. However, the construction of this storage could be phased in at a later date, depending on specific demands. Phasing in that storage later could put the initial water system cost for each scenario at $.8 million.

TABLE 2

Scenario #	Water System Costs	Sanitary Sewer System Costs	Combined Costs	Acres Served
1	$3.8 million	$4.5 million	$8.3 million	563**
2	$3.8 million	$4.9 million	$8.7 million	804**
3	$3.8 million	$10.5 million	$14.3 million	563**
4	$3.8 million	$11.2 million	$15 million	804**

Notes:

- **All scenarios should provide approximately 400 additional acres for development along the south frontage of the East Lincoln Way corridor.
- In Scenarios 1 and 2, a portion of the existing sewage collection system on Lincoln Way west of I-35 would need to be upsized in order to provide adequate capacity. However, if additional areas to the south later need to be served, then the eventual extension of a sewer interceptor up to the US

30 corridor could obviate the need for the upsized main along Lincoln Way.
- Water service to the regional commercial area is available off of the existing water main that extends along East 13th Street and south to the Barilla property.

TRANSPORTATION INFRASTRUCTURE ISSUES

As the City develops to the east, there will also be a need to extend and improve the street network serving the area. This includes appropriate access to US 30.

The Iowa DOT recently initiated a planning study for the US 30 corridor from the Dayton Avenue interchange to the Nevada city limits. The study will identify recommendations for enhanced access control as well as new interchange(s) in this section. Preliminarily, 590th Avenue has been identified as a challenging location for a new interchange due to development on both sides of the road north of US 30. This would lead to 580th Avenue as a possible alternate location for a new interchange within the potential East Ames growth area.

The Iowa DOT has also conducted a public open house regarding improvements to the I-35/US 30 clover leaf interchange. Any improvements to that interchange will occur within the existing right-of-way and will not commence before 2017.

The potential East Ames industrial growth area is currently accessed through county roads, generally on a one mile grid. As the area develops, these roads would likely be improved to arterial street standards, with local or industrial streets serving specific areas within the growth region. Story County already has plans to begin improving some of these roads based upon current industrial growth, and is using TIF revenue funding from the Story County wind farm.

RURAL WATER ISSUES

In 1992 Central Iowa Water Association (CIWA) asked the City of Ames for approval of CIWA's proposal to provide potable water service to existing and new customers within the City's two-mile fringe east of Interstate 35. CIWA needed City approval in order to be eligible for USDA Rural Development Administration loan funds. The City granted CIWA's request, and thereafter CIWA installed water infrastructure in the area using federal loan funds.

CIWA is an Iowa Chapter 504 nonprofit corporation, formally known as Iowa Regional Utilities Association, Inc. The water provided to CIWA's territory near Ames is supplied primarily from plants in Newton and Marshalltown. Ames is on the extreme west of CIWA's territory.

Because CIWA is a "federally indebted water association," federal law prohibits the City of Ames from any curtailment or limitation of CIWA's service within this area. CIWA could voluntarily give up rights to serve this area (as it did several years ago for the Barilla property) as long as the USDA Rural Development Administration consented.

Together with the City of Nevada, staff recently held an initial meeting with CIWA staff to discuss possible transition of the proposed east industrial area to allow water service by the City of Ames. At that time CIWA indicated that they do not desire to give up rights to serve additional parcels east of I-35 and west of Nevada.

The aggregate water demand forecast in the Benesch engineering study significantly exceeds CIWA's present capacity to supply water for the area. It is important that additional discussions be held with CIWA prior to Council committing whether or not to budget for water service expansion in this area.

ANNEXATION ISSUES

The potential annexation area between Lincoln Highway and the UPRR includes a total of 566.57 acres. The AEDC has been in contact with all of the property owners within the annexation area, either in writing or verbally on the phone, to discuss the infrastructure proposal and to ask whether they would consider annexing their property into the City of Ames in an effort to support future industrial expansion.

Communication with the property owners is on-going. The AEDC currently has verbal agreements to annex from 36.7 percent of the annexation area property owners. The AEDC will likely have an additional 61.7 percent soon as a result of attending meetings and providing paperwork to the property owners. They do not anticipate that the remaining 1.6 percent will wish to annex their property. The properties that equal 1.6 percent are commercial and residential in use and do not benefit from the annexation in lower taxes, as does the agricultural properties. It would not be necessary to annex the 1.6 percent to enable the annexation of the remainder of the annexation area.

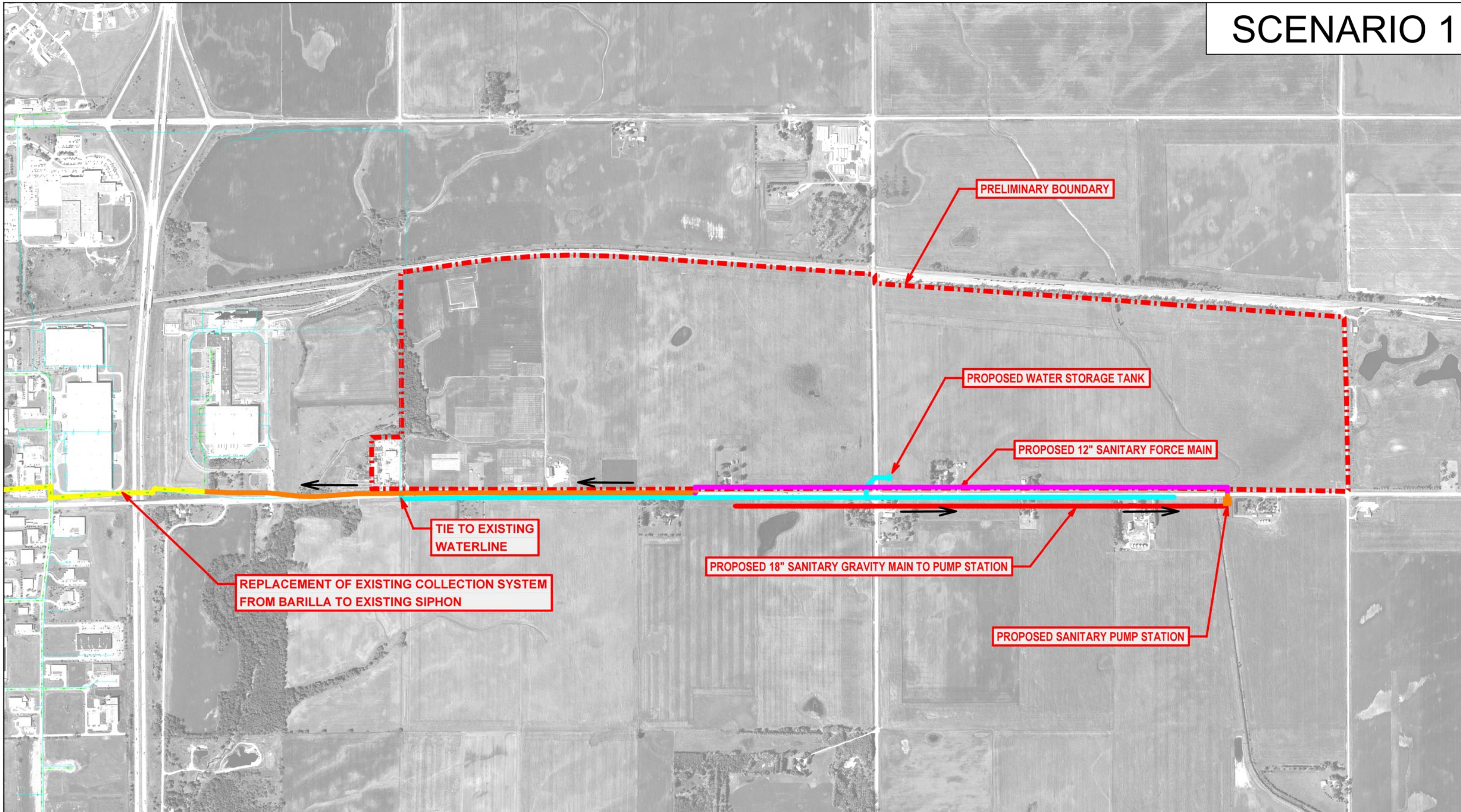
The AEDC will continue to work with affected property owners and will provide further updates to the City Council as this effort progresses.

LAND USE ISSUES

Should Council decide to proceed with infrastructure expansion and annexation into this area, it will be important to update the City's Land Use Policy Plan to reflect future planned growth. The Ames Fringe Area Plan does not currently fully extend to 590th Avenue and decisions must also be made regarding the northern and southern boundaries of future planned industrial growth. Should Council so desire, staff should be directed to work closely with Story County, as well as Nevada, to update the LUPP and the Fringe Plan to reflect those changes.

IMPACT ON UTILITY RATES

This report provides important information related to the costs for extending water and sewer infrastructure to the eastern industrial area. It will also be important for Council to consider the impact of these potential expenses upon utility rates. Staff will have that information prepared in time for Council's budget kick-off meeting on February 3.



GENERAL INFORMATION

AVAILABLE DEVELOPABLE AREA =	563 ACRES
EST. WATER/SEWAGE FLOW =	2.9 MGD
SANITARY SEWER COSTS =	$4.5 MILLION
WATER SYSTEM COSTS =	$3.8 MILLION

LEGEND

- 12" WATERLINE
- 24" WATERLINE
- 12" SANITARY SEWER
- 18" SANITARY SEWER
- 24" SANITARY SEWER
- 36" SANITARY SEWER
- 48" SANITARY SEWER

EAST AMES UTILITY PLANNING

AMES, IOWA

SCENARIO 1

WATER AND SEWER LAYOUT

benesch
engineers · scientists · planners

Alfred Benesch & Company
223 South Walnut Avenue
Suite C
Ames, Iowa 50010
515-232-1103

Date	Dwn
1/24/12	MJP
Scale	Chk
1"=1,000'	JJR

Dwg No
1

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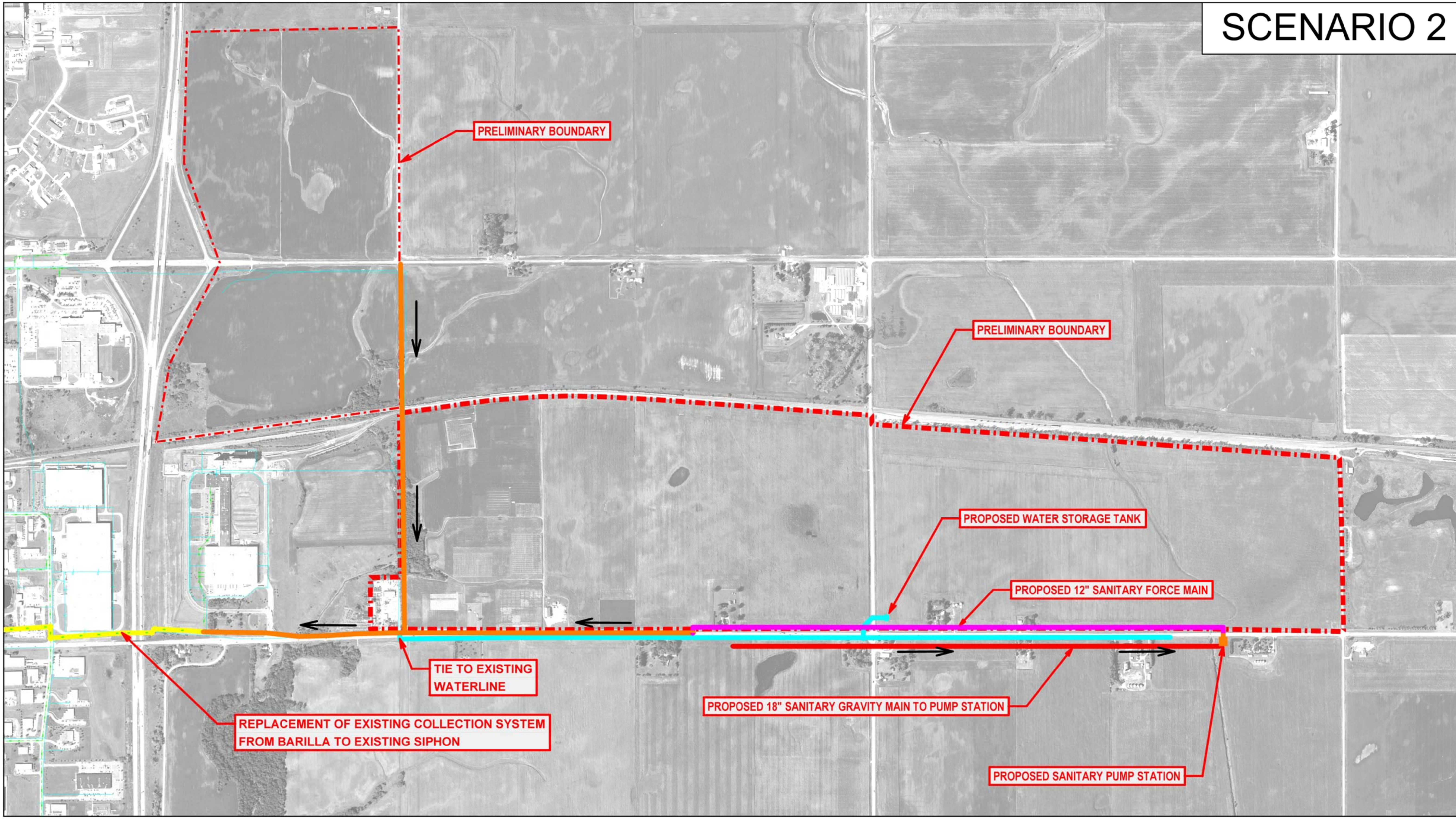

GENERAL INFORMATION

AVAILABLE DEVELOPABLE AREA =	805 ACRES
EST. WATER/SEWAGE FLOW =	4.2 MGD
SANITARY SEWER COSTS =	$4.9 MILLION
WATER SYSTEM COSTS =	$3.8 MILLION

LEGEND

- 12" WATERLINE
- 24" WATERLINE
- 12" SANITARY SEWER
- 18" SANITARY SEWER
- 24" SANITARY SEWER
- 36" SANITARY SEWER
- 48" SANITARY SEWER

EAST AMES UTILITY PLANNING

AMES, IOWA

SCENARIO 2

WATER AND SEWER LAYOUT

benesch
engineers · scientists · planners

Alfred Benesch & Company
223 South Walnut Avenue
Suite C
Ames, Iowa 50010
515-232-1103

Date 1/24/12	Dwn MJP
Scale 1"=1,000'	Chk JJR
Dwg No 2	

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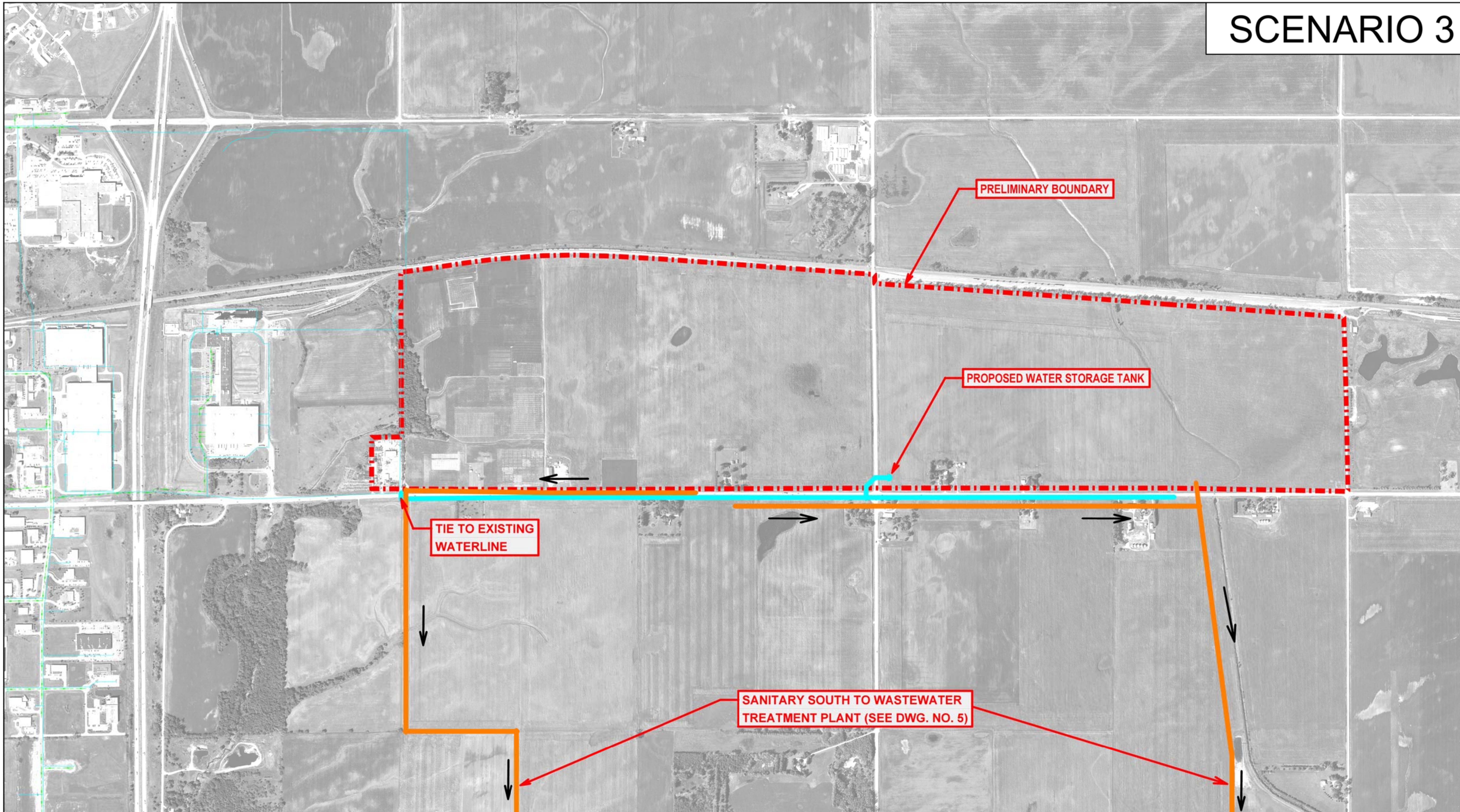


GENERAL INFORMATION

AVAILABLE DEVELOPABLE AREA =	563 ACRES
EST. WATER/SEWAGE FLOW =	2.9 MGD
SANITARY SEWER COSTS =	$10.5 MILLION
WATER SYSTEM COSTS =	$3.8 MILLION

LEGEND

- 12" WATERLINE
- 24" WATERLINE
- 12" SANITARY SEWER
- 18" SANITARY SEWER
- 24" SANITARY SEWER
- 36" SANITARY SEWER
- 48" SANITARY SEWER

EAST AMES UTILITY PLANNING

AMES, IOWA

SCENARIO 3

WATER AND SEWER LAYOUT

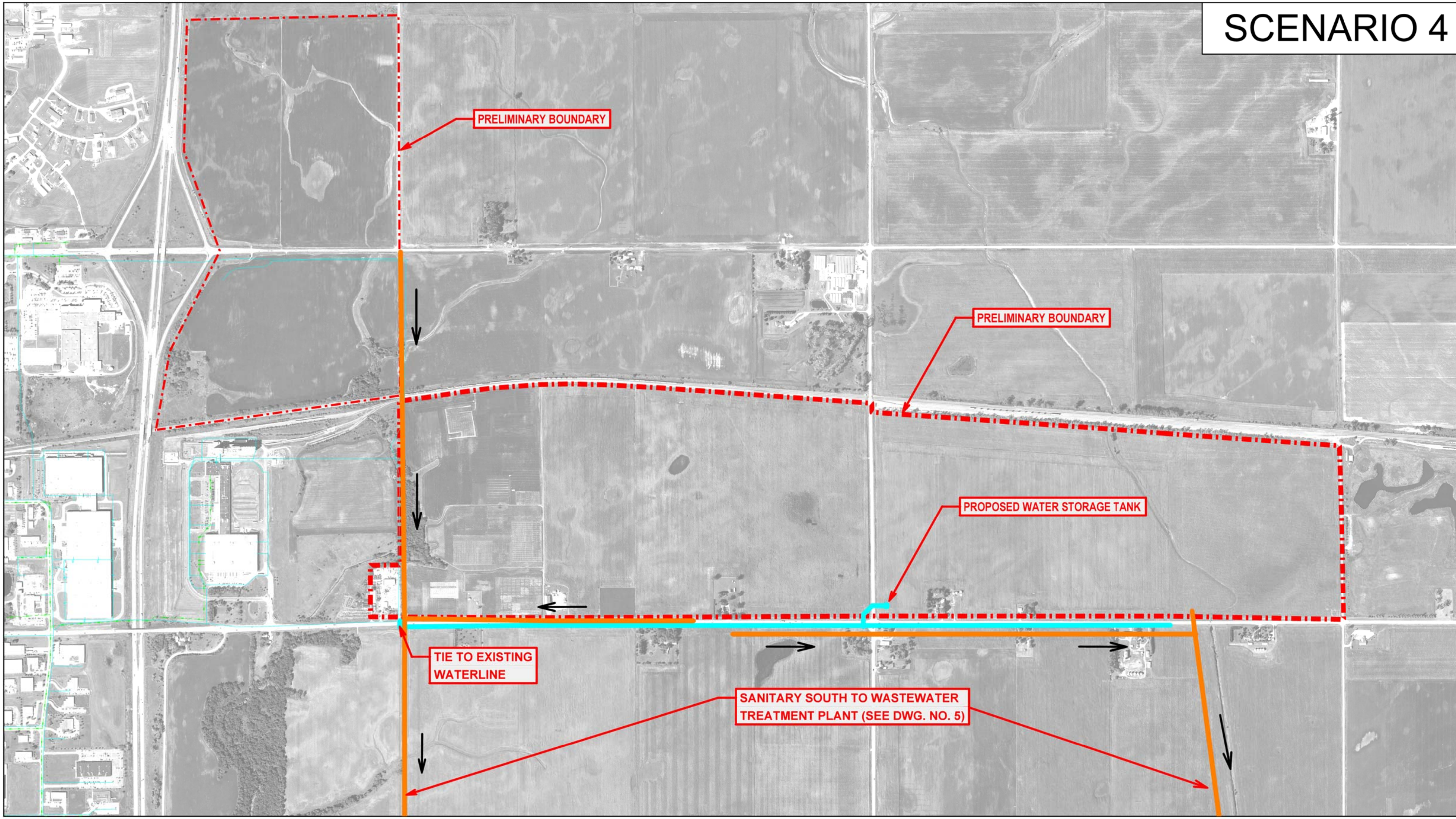
benesch
engineers · scientists · planners

Alfred Benesch & Company
223 South Walnut Avenue
Suite C
Ames, Iowa 50010
515-232-1103

Date	Dwn
1/24/12	MJP
Scale	Chk
1"=1,000'	JJR

Dwg No
3

SCENARIO 4



GENERAL INFORMATION

AVAILABLE DEVELOPABLE AREA = 804 ACRES
EST. WATER/SEWAGE FLOW = 4.2 MGD
SANITARY SEWER COSTS = $11.2 MILLION
WATER SYSTEM COSTS = $3.8 MILLION

LEGEND

- 12" WATERLINE
- 24" WATERLINE
- 12" SANITARY SEWER
- 18" SANITARY SEWER
- 24" SANITARY SEWER
- 36" SANITARY SEWER
- 48" SANITARY SEWER

EAST AMES UTILITY PLANNING

AMES, IOWA

SCENARIO 4

WATER AND SEWER LAYOUT

benesch
engineers · scientists · planners

Alfred Benesch & Company
223 South Walnut Avenue
Suite C
Ames, Iowa 50010
515-232-1103

Date	Dwn
1/24/12	MJP
Scale	**Chk**
1"=1,000'	JJR

Dwg No
4

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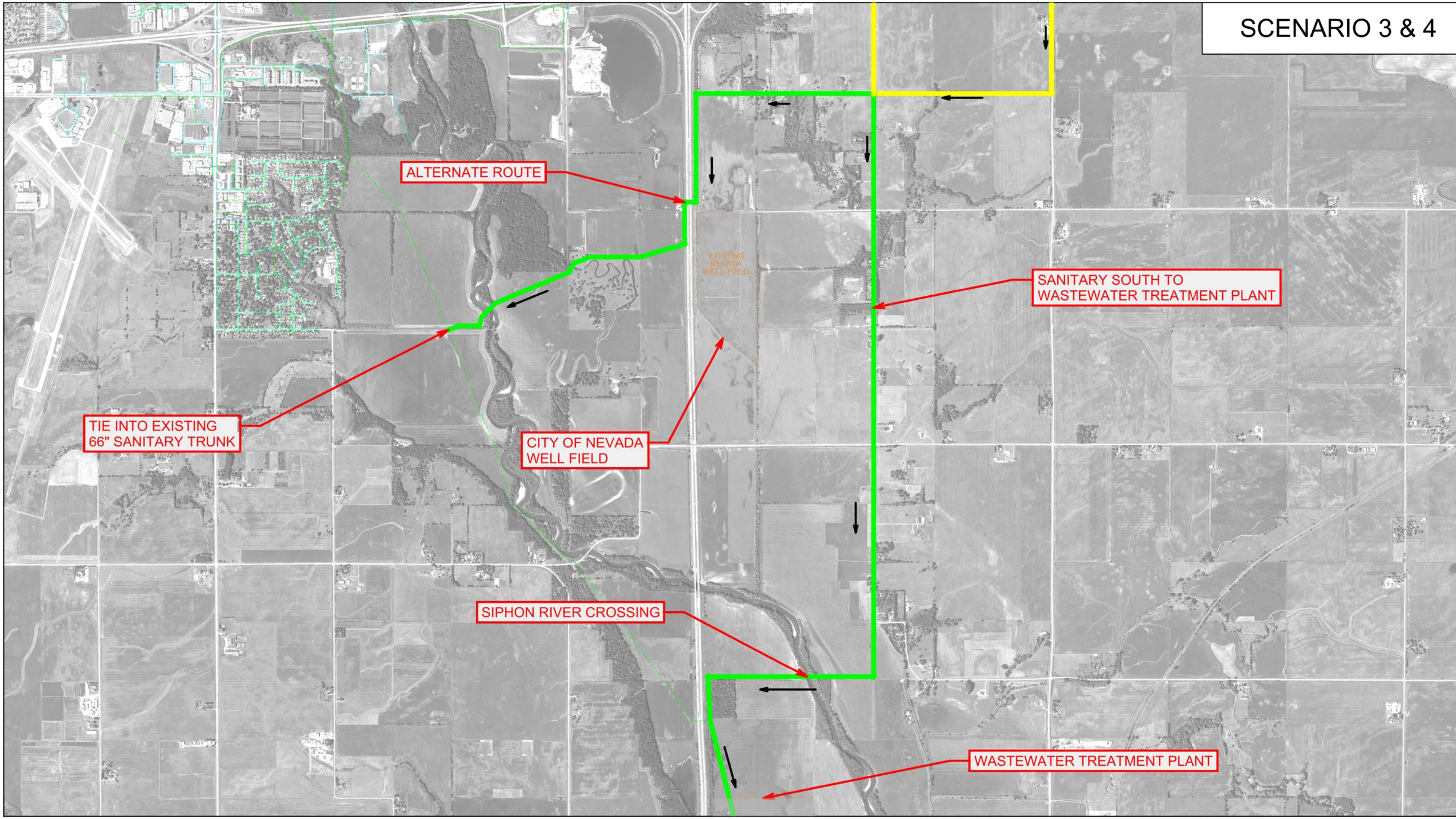


GENERAL INFORMATION

AVAILABLE DEVELOPABLE AREA =	804 ACRES
EST. WATER/SEWAGE FLOW =	4.2 MGD
SANITARY SEWER COSTS =	$11.2 MILLION
WATER SYSTEM COSTS =	$3.8 MILLION

LEGEND

- 12" WATERLINE
- 24" WATERLINE
- 12" SANITARY SEWER
- 18" SANITARY SEWER
- 24" SANITARY SEWER
- 36" SANITARY SEWER
- 48" SANITARY SEWER

EAST AMES UTILITY PLANNING

AMES, IOWA

SCENARIO 3 & 4

WATER AND SEWER LAYOUT

benesch
engineers · scientists · planners
Alfred Benesch & Company
223 South Walnut Avenue
Suite C
Ames, Iowa 50010
515-232-1103

Date 1/24/12
Dwn MJP
Scale 1"=1,500'
Chk JJR

Dwg No 5

Memo

City Manager's Office

33b

TO: Mayor and Ames City Council Members

FROM: Bob Kindred, Assistant City Manager

DATE: January 20, 2012

SUBJECT: Extension of Infrastructure to Serve Northern Residential Area

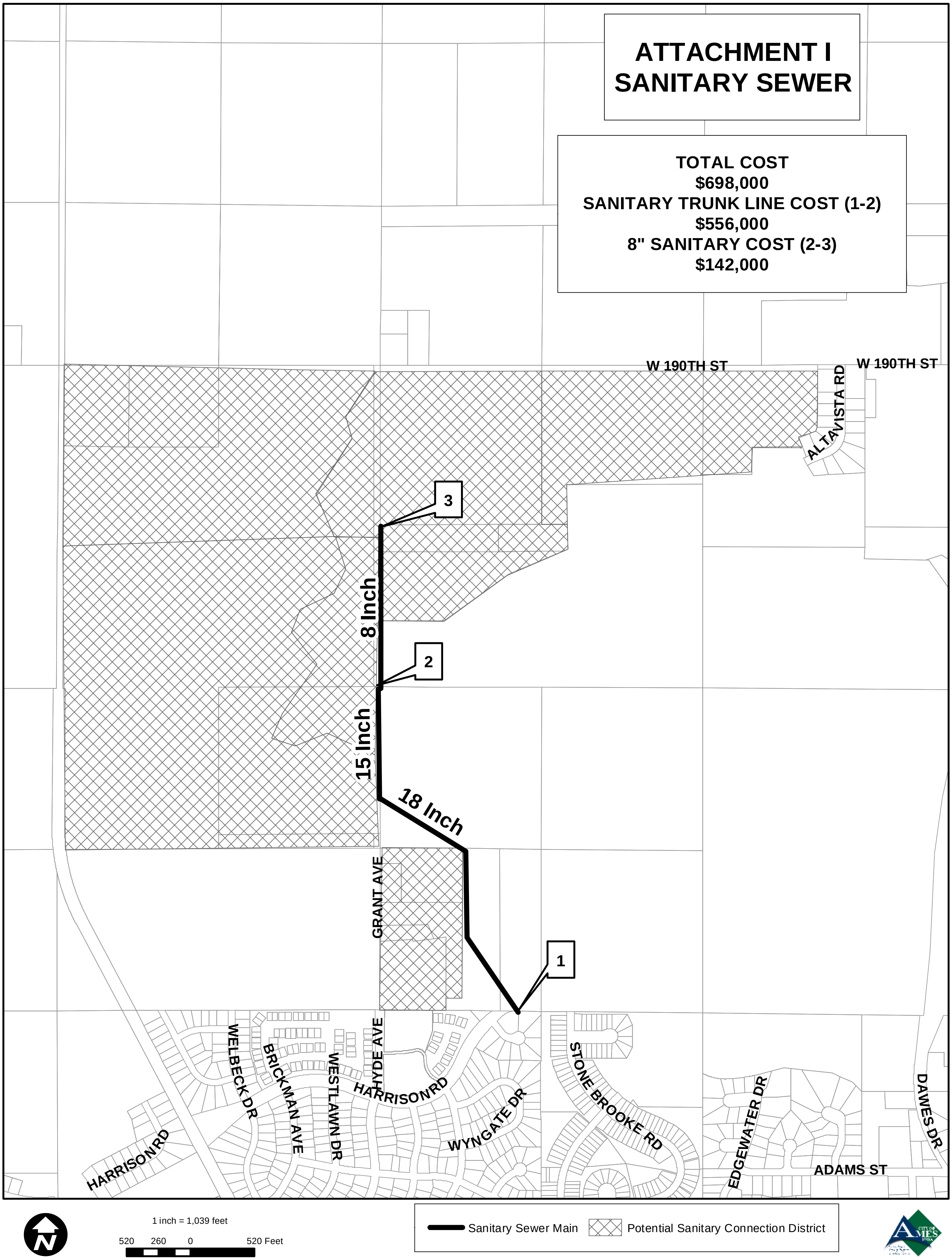
As the Council considers possible extension of water and sewer infrastructure to the east, it is important to also remember that a request has been made for water and sewer to be extended northward to serve the proposed Quarry Estates subdivision.

The existing Rose Prairie annexation agreement provides that Rose Prairie will install sewer and water mains to serve the entire planned residential area up to 190th Street. If the City desires to facilitate residential development in the area prior to that time, the agreement specifies that the City may install water and sewer lines and set up assessment districts to recover the costs.

The two attachments included with this memo portray the routes and costs for the City to extend sanitary sewer and water mains to serve the proposed Quarry Estates subdivision. The developers of this subdivision have previously approached Council asking for the City to extend utilities to serve this area. They recently have also begun working with staff, preparatory to their submission of an annexation petition for their property.

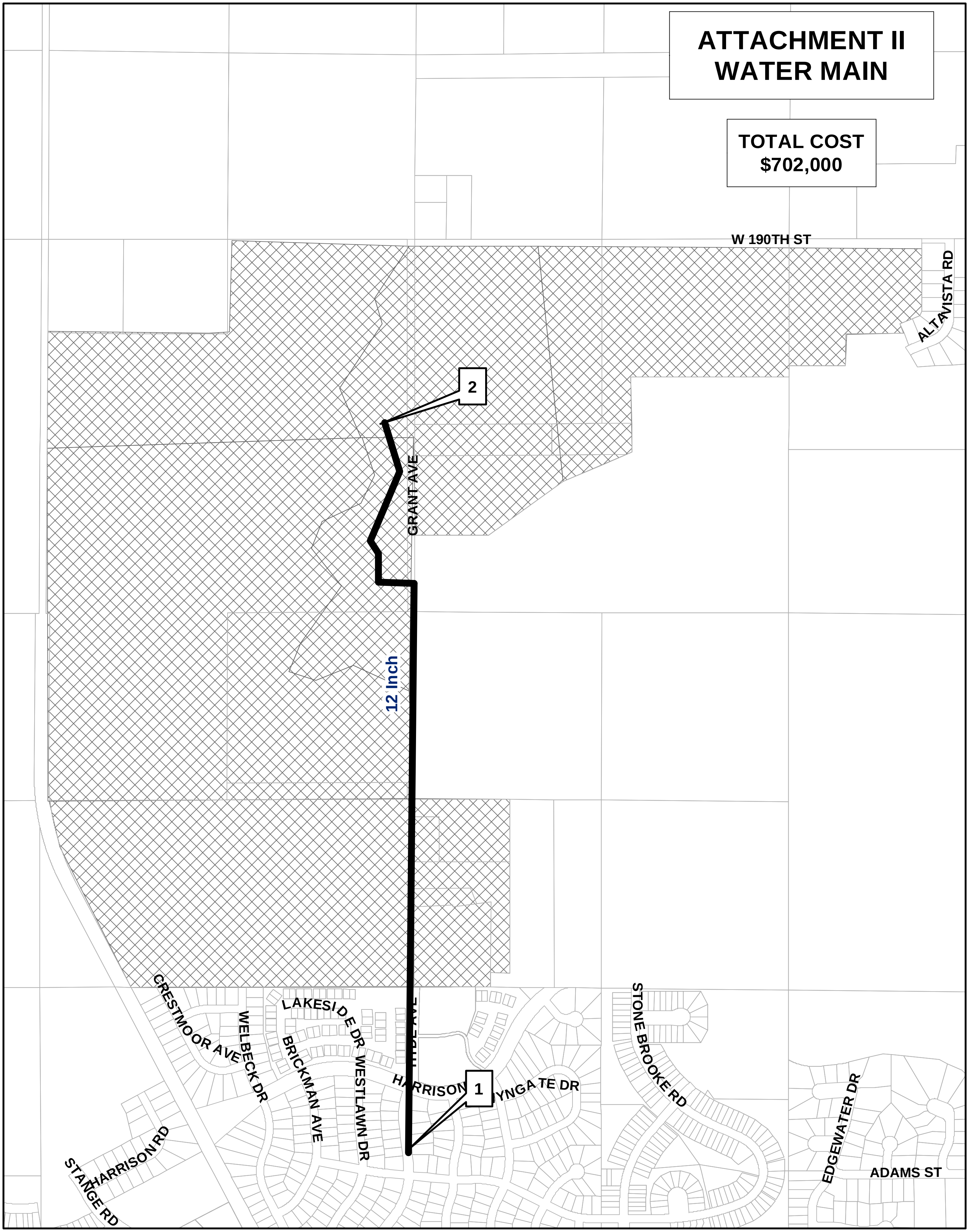
In addition to seeing the costs for utility extensions to this northern residential area, it will also be important for Council to consider the impact of these potential expenses upon utility rates. Staff will have that information prepared in time for Council's budget kick-off meeting on February 3.

Encl.


ATTACHMENT I
SANITARY SEWER
TOTAL COST
$698,000
SANITARY TRUNK LINE COST (1-2)
$556,000
8" SANITARY COST (2-3)
$142,000
W 190TH ST
W 190TH ST
ALTA VISTA RD
3
8 Inch
2
15 Inch
18 Inch
1
GRANT AVE
HYDE AVE
WELBECK DR
BRICKMAN AVE
WESTLAWN DR
HARRISON RD
HARRISON RD
WYNGATE DR
STONE BROOKE RD
EDGEWATER DR
DAWES DR
ADAMS ST
1 inch = 1,039 feet
520 260 0 520 Feet
Sanitary Sewer Main
Potential Sanitary Connection District

ATTACHMENT II
WATER MAIN

TOTAL COST
$702,000



1 inch = 879 feet

500 250 0 500 Feet

Water Main selection selection | Potential Water Connection District

ITEM # 34
DATE: 01-24-12

COUNCIL ACTION FORM

SUBJECT: VALUE ENGINEERING FOR NEW WATER TREATMENT PLANT

BACKGROUND:

On October 13, 2009, the City Council awarded a contract to FOX Engineering to develop a conceptual plan for a new 15-million-gallon-per-day water treatment plant. That work was concluded in September of 2011. With the acquisition of property for the new facility nearing completion, final design work may now proceed.

City staff is proposing that a Value Planning Study be performed prior to commissioning FOX to complete the final design of the facility. The purpose of the Value Planning Study will be to use a structured, team-oriented value engineering process to take one final review of the range of solutions for the project at the conceptual stage before committing substantial resources and funds towards the final design.

The Study will evaluate the functional components of the project and perform a Function/Cost Analysis to identify areas where a mismatch may exist, or areas where “scope creep” may have occurred. **Where appropriate, the Value Planning Study will explore alternatives that may be able to provide the same functional performance at a lower life-cycle cost, or to increase the level of service without increasing the project cost.** The most promising ideas are then put through a rigorous evaluation matrix, which will ultimately result in a Value Planning Recommendation for consideration by the City.

Staff initially began the solicitation for value engineering with a vision of hiring a skilled facilitator, and then selecting subject matter experts in areas such as treatment processes, structural, electrical, mechanical, and others, from across multiple firms. The main reason for the envisioned approach was to avoid the biases that may come from having a single firm perform the review. However, after meeting with representatives from Alfred Benesch & Company, staff believes that an initial Value Planning Study that stays at the high, concept-level of detail will provide the greatest opportunity for impacting the direction of the final design. The originally envisioned approach is still the method that will likely be utilized in a later value engineering review.

Staff has worked with Benesch to develop a scope of work for the Value Planning Study utilizing staff from their Ames and Chicago offices. The proposal from Benesch is a lump sum agreement not to exceed $48,500, inclusive of direct expenses, which is a price that allows informal scope development by staff without undergoing a formal solicitation process.

The pre-design contract with FOX Engineering still has funds available to cover their participation in the Value Planning Study workshop. Should the Study require additional extensive support from the FOX team (such as additional cost estimating of new alternatives not previously considered), a change order to their contract would be appropriate. After completion of the Value Planning Study, a final design contract with FOX Engineering that incorporates the adopted recommendations will be brought to Council.

Funds for performing two rounds of Value Engineering were included in the Planning and Design Loan application to the State Revolving Fund. The agreement presented to Council at this time is for the initial Value Planning Study only, and no commitment is being made to Benesch for their involvement in the second value engineering exercise that will occur later in the design stage.

ALTERNATIVES:

1. Award a contract to Alfred Benesch & Company in a lump sum amount not to exceed $48,500 to perform a Value Planning Study for the new water treatment plant.

2. Direct staff to solicit additional proposals for performing a Value Planning Study.

3. Take no action related to conducting a Value Planning Study and direct staff to proceed directly to final design.

4. Take no action related to design and provide staff direction on the future of the project.

MANAGER'S RECOMMENDED ACTION:

Construction of a new water treatment plant is a significant, high priority component of the water utility's long-range plan. The new plant will provide increased reliability to meet current customers as well as provide increased capacity to serve residential, commercial, and industrial growth. Because of the impact the project on water rates, staff are responsible for ensuring that the scope and design are meeting the appropriate service level targets at the best possible price. **It is believed that these project goals will be better met by having this "second set of eyes" review our plans through a value engineering exercise.**

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby awarding a contract to Alfred Benesch & Company to conduct a Value Planning Study for a lump sum fee not to exceed $48,500.