SPECIAL MEETING OF THE AMES CITY COUNCIL
AND REGULAR MEETING OF THE AMES CITY COUNCIL
CITY COUNCIL CHAMBERS
AMES CITY HALL
FEBRUARY 14, 2012

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

CALL TO ORDER: 5:15 p.m.

FY 2012/13 BUDGET WRAP-UP

1. Council Budget Presentations:
   a. Arts Funding (COTA)
   b. Human Services (ASSET)
   c. Public Art
   d. Community and Student Grant Requests
2. Public Input on Capital Improvements Plan (CIP) and Budget
3. Final Council Decisions:
   a. Set salaries for Council appointees
   b. Amendments to 2012-2017 CIP
   c. Vote on motion to approve 2012-2017CIP, as amended
   d. Amendments to FY 2011/12 budget
   e. Vote on motion to approve proposed budget amendments for FY 2011/12
   f. Motion to set March 6, 2012, as date of public hearing on proposed budget amendments for FY 2011/12
   g. Amendments to proposed FY 2012/13 budget
   h. Vote on motion to approve proposed budget for FY 2012/13, as amended
   i. Motion to set March 6, 2012, as date of final public hearing on proposed budget for FY 2012/13

REGULAR CITY COUNCIL MEETING*

*The regular City Council meeting will immediately follow Budget Wrap-Up.

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

1. Motion approving payment of claims
2. Motion approving minutes of Regular Meeting of January 24, 2012, and Special Meetings of February 3, 7, 8, and 9, 2012
3. Motion approving certification of civil service applicants
4. Motion approving Report of Change Orders for January 16-31, 2012
5. Motion approving renewal of the following beer permits, wine permits, and liquor licenses:
   a. Class E Liquor, C Beer, and B Wine – Fareway Store #386, 619 Burnett Avenue
   b. Class E Liquor, C Beer, and B Wine – Fareway Store #093, 3619 Stange Road
   c. Class C Liquor – El Azteca, 2727 Stange Road

d. Class B Liquor – Holiday Inn Ames, 2609 University Boulevard
e. Class C Beer and B Wine – Gateway Expresse, 2400 University Boulevard
f. Class E Liquor, C Beer, and B Wine – Wal-Mart Supercenter #4256, 534 South Duff Avenue
g. Class C Liquor & Outdoor Service – Buffalo Wild Wings, 400 South Duff Avenue
h. Special Class C Liquor w/ Outdoor Service – Stomping Grounds, 303 Welch Avenue, #101

6. Motion approving 2011 Resource Recovery Annual Report
7. Resolution approving 2012 Urban Revitalization tax abatement requests
8. Resolution approving Amendment to Agreement with Iowa State University for Shared Sustainability Coordinator (tabled from January 24, 2012)
9. Resolution approving submittal extension for 2011/12 Community Development Block Grant Program Single-Family Conversion Pilot Program
10. Resolution approving Easement Agreement for 2010/11 Downtown Street Pavement Improvements Project (Kellogg Avenue/Main Street to 7th Street and Main Street/Allan Drive to Clark Avenue)
11. Resolution approving up to five, two-month fuel contracts at a total price not-to-exceed $735,000 and accept fixed-rate plus mark-up/deduct for the remainder of CyRide's fuel purchases
12. Resolution awarding Professional Services Contract to Black & Veatch of Kansas City, Missouri, in an amount not to exceed $50,000 for Power Plant Fire Risk Mitigation
13. Resolution awarding contract to Utilities Plus Energy Services, Inc., of Elk River, Minnesota, in the amount of $58,003.64 for Stange Transformer LTC Installation
14. Resolution approving preliminary plans and specifications for Ames Municipal Cemetery Improvements Fencing Project; setting March 7, 2012, as bid due date and March 27, 2012 as date of public hearing
15. Resolution approving preliminary plans and specifications for Underground Trenching for Electric Services; setting March 14, 2012, as bid due date and March 27, 2012, as date of public hearing
16. Resolution approving contract and bond for Vet Med Substation Capacitor Banks
17. Resolution approving contract and bond for Unit No. 8 Air Heater Baskets Installation
18. Resolution approving contract and bond for Breaker and Relay Maintenance for Power Plant
19. Resolution approving Change Order No. 3 and accepting completion of 2009/10 Airport Improvements (Taxiway 'A1' Rehabilitation and Taxiway 'A' Drainage Improvements)
20. Resolution accepting completion of 2011/12 CDBG Public Facilities Neighborhood Infrastructure Improvements Program (North Hazel Avenue/North 3rd Street)
21. Resolution accepting completion of 2010/11 CyRide Route Improvements Program (Ontario Street)
22. Resolution accepting completion of public improvements for Airport Business Park Subdivision and releasing security
23. Resolution approving Plat of Survey for 808 and 1098 East Lincoln Way
24. Resolution approving Plat of Survey for 111 and 117 Lincoln Way, 113 North Dakota, and 104 Southbend Drive
25. Resolution approving Plat of Survey for 4010 and 4110 Maricopa Drive

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

PERMITS, PETITIONS, & COMMUNICATIONS:

26. Resolution approving First Amendment to Sidewalk and Street Tree Agreement for Northridge Heights Subdivision, 14th Addition

WATER & POLLUTION CONTROL:

27. National Centers for Animal Health (NCAH) Pump Station and Wastewater Metering Facilities Improvements:
    a. Resolution awarding contract to CL Carroll Company, Inc., of Des Moines, Iowa, in the amount of $860,000 for construction of improvements
    b. Resolution authorizing Change Order No. 2 in the amount of $52,131.15 to Professional Services Agreement with Stanley Consultants of Des Moines, Iowa, to provide construction phase services

FIRE:

28. Discussion of 2011 *National Electric Code*:
    a. Motion directing staff to prepare proposed ordinance and setting date of public hearing on adoption of 2011 NEC, including local amendments

PLANNING & HOUSING:

29. Resolution approving Preliminary Plat for Aspen Ridge Subdivision, 2nd Addition
30. Staff report on Master Plan and Platting Process

ELECTRIC SERVICES:

31. Resolution authorizing extension of Engagement and Retainer Agreement with Ritts Law Group of Alexandria, Virginia, in an amount not to exceed $50,000 for consulting services related to the Clean Air Act
32. Resolution approving a Change Order to Professional Services Agreement with BrownWinick of Des Moines, Iowa, in the amount of $40,000 for legal services in connection with the 161kV Tie Line Franchise

HEARINGS:

33. Hearing on Resource Recovery Plant Truck Scale Upgrade:
    a. Motion approving report of bids

COUNCIL COMMENTS:

HUMAN RESOURCES:

34. Motion to hold closed session as provided by Section 20.17(3), *Code of Iowa*, to discuss collective bargaining strategy:
    a. Resolution ratifying contract with IAFF (Firefighters)

ADJOURNMENT:

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

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

AMES, IOWA **JANUARY 24, 2012**

REGULAR MEETING OF THE AMES CONFERENCE BOARD

The regular meeting of the Ames Conference Board was called to order by Chairperson Ann Campbell at 6:30 p.m. on January 24, 2012. Present from the Ames City Council were Davis, Goodman, Larson, Orazem, and Szopinski. Story County Board of Supervisors present were Clinton and Sanders. Representing the Ames School Board were Espeset and Talbot. Gilbert School District and United School District were not represented.

MINUTES OF THE DECEMBER 13, 2011, CONFERENCE BOARD REGULAR MEETING: Moved by Davis, seconded by Sanders, to approve the minutes of the Special Meeting of the Conference Board on December 13, 2011.

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

ASSESSOR'S BUDGET PROPOSALS: Ames City Assessor Greg Lynch highlighted information from the City Assessor's 2012/13 Annual Report. He explained the effect of residential rollback on taxable value; it was the primary driver of the net 5.9% change.

Department activities were reviewed by Mr. Lynch. He stated that new residential sales decreased from 43 in 2009 to 19 in 2010, a trend that has continued over the past three years. The new home sale price decreased approximately 5.6%. The sales value for existing homes increased slightly (1.64%). From information provided by the Iowa Department of Revenue in July 2011 and from sales that have occurred since then, the median sales ratio for commercial property in the Ames jurisdiction is 101.3%. According to Mr. Lynch, that means that the sale prices are a little high in relation to the assessed value.

City Assessor Lynch said that new real estate software called Incode (produced by Tyler Technology) was successfully installed and has been used since last spring. Currently, the City Assessor's Office has been working with Tyler Technology to convert to its new Microsoft.Net-based software, which is a much-improved product. They are close to finalizing the contract. The software would be implemented in January 2013. The City Assessor's portion of the cost of the new software would be $8,000, which would primarily be for training.

Mr. Lynch detailed the City Assessor budget proposal for 2012/13. Pertaining to salaries, he advised that he based his request on the Consumer Price Index, which showed a 3.4% increase from November 2010 to 2011. Mr. Lynch stated that he is asking for a 1.5% cost of living increase and a 1.00% merit pool, for a total of 2.50%, for the Assessor and all other staff. In addition, he is requesting a one-time bonus of $1,000 for each professional designation obtained by appraisal staff and for the designation of Certified Administrative Professional for the office assistants. Mr. Lynch noted that he would be excluded from the bonus option. Also, a bonus of $1,000 has been included in the budget proposal for Chief Deputy Assessor Paul Overton, who achieved the designation of Residential Evaluation Specialist (RES) in March 2011.

Regarding the Board of Review line item, which showed an increase of 646.7% (from $500 to $5,600), Mr. Lynch said that they would like to go with an all-digital presentation to the Board, thus necessitating the purchase of laptops or iPads. He described the concise time frame that property owners have to appeal assessed values. Especially for commercial property, the justification submitted by the property owner can amount of enormous amounts of paper. Providing that information in digital format can save a lot of staff time and paper.

The major components under the Data Processing & Software line item were listed Mr. Lynch. It includes maintenance on existing software and upgrades and payments to the City's Information Technology (IT) Department for use of the network and IT staff within City Hall.

A summary of the 2011 Assessment Appeals was given by Mr. Lynch. The Barilla Pasta manufacturing plant was the one case that was appealed to District Court in 2011. The new Super Wal-Mart case is still unresolved from 2010.

City Assessor Lynch reminded the Board that there is now a 28E Agreement in place for GIS and mapping. Support Assurance is paid to Story County. The City Assessor's Office pays for web hosting and basic system support to Schneider Corporation. For the next three years, the City Assessor's Office will pay $7,166/year to Pictometry for new aerial photographs.

In conclusion, Mr. Lynch advised that they retain 30% of the annual budget in reserves.

Mr. Clinton asked for clarification of the proposed $1,000 bonus for professional designations. He views the proposed bonus as continuing education and asked if the City Assessor's Office budgets for continuing education. Mr. Clinton asked Mr. Lynch to compare the bonus proposal to what City of Ames employees might receive or be eligible to receive. Mr. Lynch stated that he was unaware of what is offered to City employees. He advised that the budget does contain an Education line item. Supervisor Sanders recapped discussions on this topic that had been held by the Mini Board. In summary, the Mini Board felt that there is a number of limited designations possible for the positions that would be affected. According to Mr. Sanders, after lengthy discussion by the Mini Board, it felt the bonus provision was justified. Mr. Larson noted that a similar proposal was brought to the Mini Board a year ago. The Mini Board had asked for modifications to the proposal to narrow it down and bring back more specifics.

Mr. Sanders also noted that the Mini Board had discussed a $4,800 Board of Review expense for laptops or iPads for the Board members to use during their time in session. Discussion ensued on the granting of a stipend to Board members if they provide their own equipment. It is a possibility that the Assessor's Office might purchase two laptops or iPads in the case that someone did not wish to purchase their own, but the $4,800 was really just a "placeholder" until a discussion could be held with this Conference Board. Mr. Sanders expressed his preference that a stipend be offered since the equipment would not be in use for the majority of the months. Mr. Lynch noted that any communication among Board members would be a public record. If the equipment used was owned by a Board member and a public records request was received about a Board of Review matter, the personal equipment would be checked. Mr. Larson pointed out that the Board of Review would need that equipment for such a short period of time; therefore, it would be more economical to provide a stipend rather than the City Assessor buying laptops or iPads. Mr. Davis stated that he would prefer to see the stipend option offered. Mr. Clinton offered his opinion that offering a stipend was more appealing to him than the outright purchase of the equipment. He also suggested another possibility that the equipment be used by other departments when not being used by the Board of Review.

Noting that the cost of a laptop has decreased significantly, Mr. Davis felt that $200 was too high. If a stipend is offered, he believed it should be set at $100/each Board of Review member, with the amount for equipment set at $1,000 that would include incidental expenses associated with that equipment.

Moved by Davis, seconded by Sanders, to set the stipend for laptops or iPads for the Board of Review at $100 and retain the other $800.

Upon being asked for clarification, Mr. Davis said his motion was essentially to set the line item total at $1,800.

Mr. Sanders noted that the proposed budget for that line item currently is shown at $5,600. He assumed that the amount designated for equipment ($4,800) would be decreased to $1,000 and the other $800 would be left in there for other expenses of the Board of Review, as determined by City Assessor Lynch. Mr. Davis confirmed that that was the intent of his motion.

Mr. Goodman added that he would like to see the total increase between the proposed and current budget be approximately 3.0%, rather than 4.3%. He noted that there had been a 6.4% increase the previous year (2010/11). Mr. Goodman asked the Mini Board members if it were impossible to get the work done and stay at a 3.0% increase. Mr. Larson, a Mini Board member, said that the Mini Board extensively reviewed the budget, brought it down a little, and felt what was being proposed now was justified. Mr. Sanders agreed and noted that the $4,800 equipment expense had been reduced to $1,000.

At the inquiry of Mr. Goodman, Deputy Assessor Paul Overton explained their “reserve” policy. He said the proposed budget includes an approximate 30% reserve, which the Assessor’s staff feels is adequate.

At the further inquiry of Mr. Goodman, Mr. Sanders expressed his opinion that the Mini Board’s role is to go through the proposed budget and evaluate it line-by-line. Mr. Larson pointed out that upgrades in Incode software and data processing equate to over $14,000. Mr. Sanders noted that the Pictometry expense is approximately $7,200 that was not budgeted last year, and the Incode software upgrade at $8,000 is really outside the Ames Assessor’s control. He commended Mr. Lynch and his staff at reducing certain line items by 10% after the Mini Board meeting to get the budget proposal to where it is now.

Roll Call Vote: 3-0. Motion declared carried unanimously.

Noting that the City works hard to stay between 2 and 3% increase, Mr. Goodman said that he would support the budget proposal this year; however, he did not believe that that percentage of increase is sustainable. He encouraged the City Assessor’s Office staff to prioritize and keep the increase at no more than 3%.

Moved by Davis, seconded by Sanders, to approve the proposed City Assessor’s 2012/13 budget, as above-discussed.
Roll Call Vote: 3-0. Motion declared carried unanimously.

Moved by Davis, seconded by Sanders, to receive the proposed budget (adoption of the budget will occur after the hearing is held).
Roll Call Vote: 3.0. Motion declared carried unanimously.

Moved by Davis, seconded by Sanders, to set 6:30 p.m. on February 28, 2012, as the date of public hearing on the proposed FY 2012/13 City Assessor's budget.
Roll Call Vote: 3-0. Motion declared carried unanimously.

Mr. Sanders asked for a clarification of representation on the Conference Board. He noted that there are three School Boards on the Ames Conference Board (Ames, Gilbert, and United), and asked if each School District should have representatives present. City Attorney Doug Marek advised that, per *Iowa Code*, there are three units that make up the Conference Board. All of the members of the combined School Boards (Ames, Gilbert, and United) constitute one voting unit of the Conference Board. The Ames Community School Board, provided there are two members present, constitute the third voting unit (along with the City of Ames and Story County Board of Supervisors) of the Conference Board.

Mr. Larson expressed his preference for all members of the three voting units should to sit around the dais.

ADJOURNMENT: Moved by Sanders, seconded by Talbot, to adjourn the Ames Conference Board at 7:15 p.m.
Vote on Motion: 3-0. Motion declared carried unanimously.

REGULAR MEETING OF THE AMES CITY COUNCIL

The regular meeting of the Ames City Council was called to order by Mayor Campbell at 7:20 p.m. on January 24, 2012, in the City Council Chambers in City Hall, 515 Clark Avenue. Present from the Ames City Council were Davis, Goodman, Larson, Orazem, and Szopinski. *Ex officio* Member Finseth was also present. Council Member Wacha was absent.

The Mayor announced that the Council would be working off of an Amended Agenda: a Closed Session to discuss a matter in litigation had been added. She also noted that staff had requested that Consent Item No. 11 (Extension of Contract for Sustainability Coordinator) be pulled.

PROCLAMATION: Mayor Campbell proclaimed February 4, 2012, as "Take Your Child to the Library Day." Jerri Heid, Chris Robinson, Nicole Harding, and Danielle Ziegler, representing Ames Public Library Youth Services, accepted the Proclamation. Ms. Heid listed activities that will be held at the Library on February 4.

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

1. Motion approving payment of claims
2. Motion approving Minutes of Regular Meeting of January 10, 2012, and Special Meetings of January 7, 2012, and January 17, 2012
3. Motion approving Contract Change Orders for January 1-15, 2012
4. 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
5. RESOLUTION NO. 12-016 approving and adopting Supplement No. 2012-1 to Ames *Municipal Code*

6. RESOLUTION NO. 12-017 approving appointment of Council Member Victoria Szopinski to Story County Decategorization Empowerment Board
7. RESOLUTION NO. 12-018 approving appointment of Council Member Victoria Szopinski to *Ames Reads* Steering Committee
8. RESOLUTION NO. 12-019 approving Investment Report for quarter ending December 31, 2011
9. RESOLUTION NO. 12-020 approving policy update on definition of retirement age for Utility Retirement Plan
10. RESOLUTION NO. 12-022 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
11. RESOLUTION NO. 12-023 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
12. RESOLUTION NO. 12-024 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
13. RESOLUTION NO. 12-025 approving Change Order No. 1 for Power Plant Ash Hauling Services
14. RESOLUTION NO. 12-026 accepting final completion of Substation Control Panel Installations
15. RESOLUTION NO. 12-027 accepting final completion of Vet Med Substation Expansion Construction

Roll Call Vote: 5-0. Resolutions declared adopted unanimously, signed by the Mayor, and hereby made a portion of these minutes.

EXTENSION OF CONTRACT FOR SUSTAINABILITY COORDINATOR: City Manager Steve Schainker explained that, between the time when he had written the staff report on this item and tonight's meeting, Iowa State University officials had requested that an Amendment to the Contract be drafted since the Scope of Services would change slightly. The contract had formerly been extended by adoption of a Resolution that changed the end date. Mr. Schainker recommended that the item be tabled to the February 14, 2012, meeting. He noted that the Scope of Services would be for the Sustainability Coordinator to work, during the next year, to help implement the recommendations of the Sustainability Task Force on electric-consumption reduction, working specifically with the three committees established to accomplish the implementation of those recommendations.

Moved by Goodman, seconded by Davis, to table the extension of the contract for the Shared Sustainability Coordinator until February 14, 2012.

Vote on Motion: 5-0. Motion declared carried unanimously.

PUBLIC FORUM: Scott Renaud, FOX Engineering, 1601 Golden Aspen Drive, Ames, encouraged the City Council to refer to staff the request from Wilson's Toyota requesting changes in the landscaping and parking lot requirements for car dealerships.

2012-2017 CAPITAL IMPROVEMENTS PLAN (CIP): Mayor Campbell invited the public to provide input on the 2011-2016 CIP. No public input was received.

Mr. Schainker brought the Council's attention to two pages in the 2012-17 Capital Improvements Plan that had been revised and placed around the dais (Ames Public Library Renovation and New Water Treatment Plant). He advised that he would bring further information to the Council on pending items, specifically, extension of utilities to the north and east, rates, and the pedestrian bridge over the Squaw Creek. It was his recommendation that the Council hold its proposed revisions to the CIP until budget discussions scheduled for February 14.

Council Member Goodman raised a concern over the FEMA funding issues in the CIP and asked if staff was considering funding all the projects. Mr. Schainker stated that that would be a policy decision of the City Council. He reported that he had included all the flood mitigation projects, whether FEMA funds would be received or not; those total over $5 million. The funding source for the flood-mitigation projects that staff does not believe will receive funding from FEMA has been listed as property taxes through General Obligation Bonds; that would affect property taxes next year and the year after. City Manager Schainker reported that the projects that are shown in the draft CIP as being totally financed with G. O. Bonds are the ones that FEMA has rejected; the other ones are still in the pipeline for FEMA funding, but could still be rejected. He reiterated that all the flood-mitigation projects are contained in the CIP; Council will have to decide which ones the City should fund. At the inquiry of Council Member Szopinski, Mr. Schainker stated that if the projects are listed in the CIP, and thus, budgeted for, the City will actually levy taxes for pay for those.

Council Member Larson said that he is concerned about setting a precedent, specifically, about raising taxes, and thus, affecting all taxpayers, to pay for flood mitigation projects. He commented that perhaps some of the issues that caused the problems should have been worked out through the development process or by neighbors working together to prevent a potential situation from occurring. Mr. Larson asked that the Council be informed of the facts on some of the projects, specifically wanting to know what the City's contribution relative to the flooding was – whether the City's infrastructure contributed to the problem. Mr. Schainker pointed out that there are some G.O. Bond-funded projects shown for 2012/13 and asked the Council members if they wanted to slide those projects to 2013/14. Council Member Goodman said that the City Council needed to talk about prioritizing the projects. He also felt the Council needed to know what the risk was for the properties if the projects did not happen in 2012/13 or 2013/14. Mr. Schainker asked for criteria to be provided to staff, stating that risk will be a difficult one because it is not known when it will flood again.

City Manager Schainker said that staff will provide a report to the Council with more information on each of the projects. Council Member Goodman said that he would be comfortable with the staff deciding what details to provide to the Council, but definitely, explaining the City's role and the impact of the result, e.g., whether it is negligible. Public Works Director Joiner said that the Hazard Mitigation Grant applications would have a description of the proposed project, a description of the damage that had occurred, and a description of the damage that the project would mitigate. He pointed out that the projects that were proposed to be funded solely with G. O. Bonds had been denied by Homeland Security; that means that the benefit/cost ratio, according to their evaluation, was less than one (1); that means that the cost was greater than any benefit the project would derive.

SHARED LOGO DESIGNS: Public Relations Officer Susan Gwiasda gave an update on the tagline process. She noted that the City Council had provided direction previously to use the third option, "City of Ames, Iowa - Smart Choice," if the other two were not feasible. The first two preferences were not available, which left the third option. The City of Philadelphia, Pennsylvania, has trademarked another tagline, but uses "Smart Choice" to describe its business recruitment program. Aside from Philadelphia, the City's Legal Department has confirmed that "Smart Choice" does not have any obvious legal complications. The Ames Chamber of Commerce has approved moving forward with the tagline "Smart Choice," contingent on approval by the Ames City Council.

Moved by Orazem, seconded by Goodman, to approve "Smart Choice" as the new community tagline.
Vote on Motion: 5-0. Motion declared carried unanimously.

Ms. Gwiasda then updated the Mayor and Council on the process for selecting a new logo. Three options created by Push Branding and Design (under contract with the Ames Chamber of Commerce and Ames Convention & Visitors Bureau) were presented for Council review. The Council was asked for direction on moving forward with a new logo. Ms. Gwiasda told the Council that it could vote on a new logo at this meeting or direct staff to allow the public to vote on the final three.

Council Member Davis asked what the City's projected costs will be to "re-brand" the City. Ms. Gwiasda said the implementation process will take three to five years. Products will be depleted; and when new products are ordered, the new tagline and logo will be included; it will not be a wasteful-type process.

Moved by Goodman, seconded by Orazem, approving Logo Option #2, with each entity deciding its own color scheme.

Council Member Larson explained that he personally did not like any of the three options as well as he likes the current City logo. Council Member Davis concurred. He also stated that he liked the new tagline and thought that it would have worked well with the City's current logo.

Vote on Motion: 5-0. Motion declared carried unanimously.

DOLLAR DAYS: Moved by Davis, seconded by Goodman, to approve the following requests from Main Street Cultural District for January Dollar Days:

a. RESOLUTION NO. 12-028 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 NO. 12-029 approving waiver of fee for Blanket Vending Permit

Roll Call Vote: 5-0. Motion declared carried unanimously and Resolutions declared adopted unanimously, signed by the Mayor, and hereby made a portion of these minutes

5-DAY CLASS C LIQUOR LICENSES FOR OLDE MAIN BREWING COMPANY: Moved by Goodman, seconded by Davis, to approve a 5-Day Class C Liquor License for Olde Main Brewing Company at CPMI Event Center, 2321 North Loop Drive.
Vote on Motion: 5-0. Motion declared carried unanimously.

Moved by Davis, seconded by Goodman, to approve a 5-Day Class C Liquor License for Olde Main Brewing Company at Reiman Gardens, 1407 University Boulevard.
Vote on Motion: 5-0. Motion declared carried unanimously.

CLASS C LIQUOR LICENSE & OUTDOOR SERVICE FOR ODDFELLOWS: Moved by Goodman, seconded by Davis, to approve a Class C Liquor License & Outdoor Service for Oddfellows, 823 Wheeler Street.
Vote on Motion: 5-0. Motion declared carried unanimously.

HEARING ON ZONING ORDINANCE TEXT AMENDMENT PERTAINING TO INDEPENDENT SENIOR LIVING FACILITIES: Planning and Housing Director Steve

Osguthorpe reminded the Council members that they had referred to staff a letter from Silverstone Partners, Inc., dated December 15, 2011, requesting a zoning text amendment to reduce the number of parking spaces required for a senior housing development. On January 11, 2012, Silverstone Partners, Inc., had submitted a formal application requesting the zoning text amendment. The requested zoning text amendment was 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.

According to Director Osguthorpe, Silverstone Partners 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. The proposed use is a "permitted principle use" in the F-PRD zoning district. The applicant states that they are extremely confident that a 1:1 parking ratio for apartments restricted to those 62 years old or older is very adequate. To the best of the applicant's knowledge, their other Senior Living Facilities do not have any tenants that own two cars and many residents no longer own a vehicle. Mr. Osguthorpe emphasized to the City Council that the proposed zoning text amendment, if passed, 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 site at 601 South Street meets the definition of an Independent Senior Living Facility.

Director Osguthorpe reported that 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 one (1) space per bedroom for units of two bedrooms or more. The zoning text amendment drafted by staff to address the applicant's request would reduce the number of parking spaces required for Independent Senior Living Facilities. Adoption of the new parking standard would require that Table 29.406(2) of the *Municipal Code* be amended. Mr. Osguthorpe advised that the Planning & Zoning Commission, at its meeting of January 18, 2012, with a vote of 4 - 0 and 1 abstention, recommended approval of the zoning text amendment.

Director Osguthorpe stated that staff agrees that 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.

Mr. Osguthorpe reported that, for the developer to meet the February 3, 2012, deadline for submittal of the 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, waive the second and third readings of the ordinance, and adopt the ordinance at this 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.

Mayor Campbell opened the public hearing. Bob Stehr, Silverstone Partners, Middleton, Wisconsin, explained that his company has been specializing in senior independent living apartments in the Midwest for over 15 years. He reported that in all similar units, the average is .6/car/unit. Many of their residents are in their mid-70's. Mr. Stehr requested that the Council adopt the ordinance at this meeting. They are applying for tax credits, which is a very competitive process; those are time-sensitive.

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

Moved by Orazem, seconded by Goodman, to pass on first reading a Zoning Ordinance text amendment to add new minimum off-street parking requirement for residential units in independent senior living facilities.
Roll Call Vote: 5-0. Motion declared carried unanimously.

Moved by Orazem, seconded by Larson, to suspend the rules necessary for the adoption of an ordinance.
Roll Call Vote: 5-0. Motion declared carried unanimously.

Moved by Davis, seconded by Larson, to pass on second and third readings and adopt ORDINANCE NO. 4107 to add new minimum off-street parking requirement for residential units in independent senior living facilities.
Roll Call Vote: 5-0. Ordinance declared adopted unanimously, signed by the Mayor, and hereby made a portion of these minutes.

HEARING ON PROPOSED LOAN AND DISBURSEMENT AGREEMENT PERTAINING TO NEW WATER PLANT: The public hearing was opened by Mayor Campbell. No one came forward to speak, and the hearing was closed.

Moved by Davis, seconded by Goodman, to adopt RESOLUTION NO. 12-030 authorizing the City to enter into an SRF Water Revenue Loan and Disbursement Agreement with the Iowa Finance Authority under the State Revolving Fund Loan Program in a principal amount not to exceed $11,425,000 for the purpose of paying the cost of planning, designing, and constructing improvements and extensions to the Municipal Waterworks System.
Roll Call Vote: 5-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these minutes.

HEARING ON PROPOSED CONVEYANCE OF LAND TO THE USDA IN CONNECTION WITH THE NEW WATER PLANT: The Mayor opened the public hearing and closed same after no one asked to speak.

Moved by Davis, seconded by Orazem, to adopt RESOLUTION NO. 12-031 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.
Roll Call Vote: 5-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these minutes.

HEARING ON UNIT NO. 8 AIR HEATER BASKETS INSTALLATION: Mayor Campbell opened the public hearing. There was no one who wished to speak, and the Mayor closed the hearing.

Moved by Davis, seconded by Goodman, to adopt RESOLUTION NO. 12-032 approving final plans and specifications and awarding a contract to Plibrico Company, LLC, of Omaha, Nebraska, in the amount of $29,182.00.

Council Member Larson noted that the bid submitted by Plibrico was substantially lower than the engineer's estimate and he wanted to ensure that everything was included that needed to be. Electric Services Director Kom noted that the City has a current contract with Plibrico for boiler tube repair. Plibrico is very familiar with the Ames Power Plant, and he felt perhaps that was why Plibrico's bid came in that much lower.

Roll Call Vote: 5-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these minutes.

HEARING ON VET MED SUBSTATION CAPACITOR BANKS: The hearing was opened by the Mayor and closed after no one came forward to speak.

Moved by Goodman, seconded by Davis, to adopt RESOLUTION NO. 12-033 approving final plans and specifications and awarding a contract to Controllix Corporation of Walton Hills, Ohio, in the amount of $218,379.00, plus applicable sales taxes.
Roll Call Vote: 5-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these minutes.

CYRIDE FACILITY CONSTRUCTION PROJECT: Transit Director Sheri Kyras explained the federal procurement process that had to be followed for this project. Council Member Orazem asked if there was a process for the flood-mitigation improvements to be approved by the insurer. Ms. Kyras reported that FM Global had been involved in the process.

Moved by Davis, seconded by Goodman, to adopt RESOLUTION NO. 12-034 approving a contract with URS Corporation in an amount not-to-exceed $462,509 for architectural/engineering services for the CyRide Facility Construction project.
Roll Call Vote: 5-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these minutes.

2012/13 PROPOSED ANNUAL ACTION PLAN PROJECTS FOR COMMUNITY DEVELOPMENT GRANT PROGRAM: Housing Coordinator Vanessa Baker-Latimer told the Council that, although the City only recently received approval of its 2011/12 Amended Action Plan, it was time to begin the process for determining the 2012/13 Annual Action Plan Projects. She advised that 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. According to Ms. Baker-Latimer, 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.

Ms. Baker-Latimer reported that HUD recently published the 2012 CDBG funding allocations for entitlement cities. The City of Ames allocation is listed at $511,276 for FY 2012, which was an increase over last year's allocation (due mainly to the Census data).

The proposed 2012/13 Annual Action Plan program activities were reviewed by Ms. Baker-Latimer. 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. Ms. Baker-Latimer explained staff's rationale for recommending a continuation of the programs.

According to Ms. Baker-Latimer, if the proposed 2012-13 Action Plan Projects are acceptable to City Council at this time, the next steps would be to conduct a public forum to gain input from citizens on the proposed projects and then prepare the Action Plan document.

Moved by Davis, seconded by Szopinski, to adopt RESOLUTION NO. 12-035 approving the proposed 2012/13 Annual Action Plan Program projects in connection with the City's Community Development Block Grant Program, authorizing 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.

Council Member Goodman said he hoped that the City could protect itself and make sure that it is using as much of the money as possible in ways that will "bring the money back." He felt that home improvement was such a large chunk of the allocation and suggested that some of those funds be moved into a type of program that would require repayment. Ms. Baker-Latimer noted that, even though it is a grant, with the home improvement rehabilitation, many times the recipients sell their property, which triggers repayment to the City. Due to the financial condition of the majority of the applicants, they would not be able to afford another loan, but their property is deteriorating. The emphasis is to stabilize the housing market and keep as many properties as possible in good condition.

Roll Call Vote: 5-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these minutes.

PARKING REQUIREMENTS FOR EXPANSION OF EXISTING BUILDINGS: Planning and Housing Director Osguthorpe noted that the City has adopted parking standards that specify the number of parking spaces required for uses specified in the Zoning Code. According to Mr. Osguthorpe, the *Code* recognizes that buildings were erected before the effective date of the City's parking ordinance, and that uses of structures may change over time. The *Code* includes two provisions allowing changes to buildings and their uses before current standards were adopted. 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. Mr. Osguthorpe emphasized that Provision 1 applies only to newer development. Provision 2 applies to older buildings, but does not allow a building expansion to facilitate a change to a use with a higher parking requirement than the existing use.

Director Osguthorpe said that the provisions appeared to be written to ensure the continued use and viability of existing buildings; but they 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. That "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 that "more liberal" interpretation might result in unintended parking impacts on surrounding properties and rights-of-way. Mr. Osguthorpe noted that the challenge 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.

One option devised by staff was explained. Credit would be given to 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. That credit would be applied toward: any use that has the same parking requirement or less as the current use, or 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.

A second option, requiring a Special Use Permit, was explained. 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.

A third option would be to amend remote parking provisions to expand remote parking option to any property reviewed under the provisions of the Special Use Permit process.

City Manager Schainker noted that 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.

Moved by Goodman, seconded by Orazem, directing staff to move forward with the proposed changes and bring them back to Council.
Vote on Motion: 5-0. Motion declared carried unanimously.

PENALTIES FOR PARKING: Police Chief Chuck Cychosz reported that 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 Ordinance to address two general groups of parking violations: overtime parking at meters and all other illegal parking.

According to Chief Cychosz, The overtime parking fine is currently $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 that violation is $15, but if paid within seven days, the fine is reduced to $10. Those rates were increased from $5 in 2003.

Chief Cychosz reorted that 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. 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.

According to Chief Cychosz, a summary of the violations and parking system finances had been prepared. Sessions were held with interested parties from Campustown, Downtown, and the Panhellenic representatives. Meetings were also 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 had been represented in the comments that were received. Mr. Cychosz outlined some themes that emerged from several of the meetings.

According to Chief Cychosz, those who acknowledged that an increase may be warranted tended to support a more cautious increase in the overtime parking fine amount. Council Member Larson commented that, by reviewing the data, it appeared to him that increases were warranted. Mayor Campbell recommended that if the fines for overtime parking increased, it would be very important to clarify the signs. Chief Cychosz reported that he had heard comments from ISU students that a substantial amount of publicity be done before any changes are made. He noted that the Police Department would like five or six months to prepare the public for any new rates or strategy. Chief Cychosz encouraged the Council to consider raising the fines for illegal parking. He advised that he does not have the same sense of urgency for overtime parking fines, as he is hoping that fund balance improves. According to City Manager Schainker, when the Parking Fund is presented to the Council in early February, they will see the trend for this fund balance and be able to judge what, if any, changes to make.

Council Member Goodman said that he was eagerly awaiting the conversation about modern techniques in lieu of feeding quarters into the meters.

The meeting recessed at 8:45 p.m. and reconvened at 8:52 p.m.

EXTENSION OF CITY UTILITIES: Assistant City Manager Bob Kindred recalled that, 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 those 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 ensure 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.

Mr. Kindred emphasized that there were no present plans to annex this expanded territory; however, the 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 up-size that line in a few decades would be exorbitant. Mr. Kindred also 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.

Mr. Kindred explained that there are transportation issues, issues with a rural water agency that serves the area in question, potential impacts upon rates, and the land uses that will need to be addressed if the Council chooses to grow east beyond what is now shown in the Land Use Policy Plan. City Manager Schainker noted that no decisions would be asked of the Council on these issues at this meeting. The impacts on rates for the different options will be provided to the Council during upcoming budget discussions.

Public Works Director John Joiner introduced Michael Flattery, Iowa Division Manager from Alfred Benesch & Co., who had conducted the conceptual planning study to analyze the issues and costs for extending water and sanitary sewer infrastructure. Mr. Joiner advised that the focus of the presentation would be on the East Lincoln Way corridor and the Regional Commercial area. A final report to be compiled by Benesch & Co. will include 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).

Mr. Joiner explained four scenarios for serving the East Lincoln Way corridor, as well as alternatives that extend service to the regional commercial area, as follows:

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 up-sized. 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.

Attention was brought to the cost estimates for the scenarios. City Manager Schainker noted that construction of elevated storage, which would ultimately be needed for the area, could be phased in at a later date, depending on the demand. He also noted that the incremental cost of serving the Regional Commercial area is approximately $400,000, which could be installed all at once or phased-in until the land is developed. There could also be negotiations with developers. In summary, it would cost approximately $6 million to have access to approximately 900 acres of land.

Water and Pollution Control Director John Dunn said that the challenge when trying to speculate growth – either water or sewer – is that if you oversize it for the ultimate demand, then it is significantly oversized in the short term. For drinking water, the concern would be turning the volume of water over in the pipe, keeping the chlorine residuals up, keeping it safe. On the wastewater side, if there are large pipes with very little flow, then the concern is keeping the waste from going septic, which then causes gases that would corrode the pipe.

Council Member Orazem asked if the "redundant" water tower in West Ames could be recycled.

Mr. Flattery said that discussions were held with salvage contractors about moving that tank. Savings of approximately $500,000 could be realized if that tank were used instead of building a new one.

Council Member Goodman asked how many acres are taken up by the Barilla plant. Mr. Joiner said he thought it was 70 acres, which counts the out-parcel to the east. Actual operations are on 35 to 40 acres. Mr. Goodman expressed his concern over the "astronomical" amount of infrastructure for a ton of land that the ratepayers would have to pay for." He noted that one of Ames' largest projects to date was a 35-acre project and the total industrial acres in Ames totals approximately 300-350 acres. He is primarily concerned that the investment would be of such a scale that he feels it would be irresponsible to bring in that many acres. Mr. Goodman said he felt that it was important to have large parcels available, but 800 acres for $15 million is "very, very large." Council Member Orazem said the cost could be scaled back to $9 million. He noted that there could have been potential employers wanting to come into Ames, but there was no where to put them. Mr. Goodman said he did not disagree that there is a need for industrial acres, but he disagrees with the scale of the project. To him, it looks like "overkill and waste." Mr. Orazem asked him how much less expensive it would be to bring in 50 acres. Mr. Goodman said that had not been asked; the only possibility explored was to extend infrastructure all the way to 590th.

Council Member Larson said he felt Mr. Goodman had blown the costs out of promotion when he was telling the public how "ridiculously expensive" it will be to extend utilities east of Interstate 35; however, many of the improvements could be phased-in or reduced in cost if a developer assumes some of the costs. He pointed out that there is a current Development Agreement for some of the land that obligates the developer to install infrastructure from 13th Street across the Interstate, which is approximately $2 million.

Mr. Goodman advised that there were two issues: one was expense and the other was having 800 acres or 563 acres of capacity for projects that currently do not exist. That would be for more acres than had ever been developed for industrial use in the history of Ames. He also wants to look at the entire community to find the best location for industrial growth. In Mr. Goodman's opinion, the City is having cost estimates prepared for a certain area based on a request from the Ames Economic Development Commission for infrastructure out to 590th. Mr. Orazem stated his opinion that there needs to be enough infrastructure on the east side of Interstate 35 so that there is scalability of the projects. The potential to easily serve up to 500 acres at a reasonable cost needs to exist. He also pointed out that there are not alternative locations that have access to rail and two four-lane highways.

Council Member Orazem asked what the cost would be to get infrastructure to the first acre on the east side of Interstate 35 in Scenario 1. Mr. Flattery said the consultants did look at a scenario to bring in the first 100 acres east of Barilla, which would use the sewer that extends to Barilla, and that came to over $3 million. Director Joiner noted that there would be no expansion capabilities to the sanitary sewer if that scenario was chosen. Mr. Orazem asked to know the cost to have the expansion capacity, i.e., extend water and sewer under the Interstate, for 100 acres. Mr. Flattery said that he did not have those figures available, but it would be at least an additional $2 million. Council Member Orazem pointed out that there needs to be enough infrastructure to get scalability of the project. He pointed out that the initial investment should be expandable.

Council Member Larson said it would be beneficial to know the cost of infrastructure to a fewer number of acres, e.g., 200. It did not make sense under any scenario to expand the sanitary sewer at the same size across to Barilla, and thus, spending approximately $3 million to open up 100 acres, but have no capability to go any farther.

Council Member Szopinski said there are other factors that would have to be known before a decision is made, e.g., the willingness of property owners to sell and if there are any potential businesses that might be interested in the land in question. Mr. Orazem agreed, said that it will be expensive to get the first 100 acres; however, it would be less expensive to get the next 500.

Director Joiner said that Mr. Flattery had just done a quick check of the engineer's estimate to get underneath the Interstate, up-size the pipe back to Freel, and install the first segment of gravity; that would cost a little over $2 million.

Mayor Campbell asked to know the time frame for installing infrastructure if there were a potential industrial developer. Mr. Flattery estimated that it would take approximately a year to complete the installation.

Council Member Goodman reiterated that he is very supportive of industrial growth, but it is a matter of scale for him.

Assistant Manager Kindred informed the Council that, 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. 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 addition l parcels east of I-35 and west of Nevada.

According to Mr. Kindred, the Benesch 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. He reiterated that staff would have that information prepared in time for Council's budget overview on February 3.

VALUE PLANNING FOR NEW WATER TREATMENT PLANT: Moved by Davis, seconded by Goodman, to adopt RESOLUTION NO. 12-036 approving an Agreement with Benesch Engineering to facilitate Value Planning for new Water Treatment Plant.
Roll Call Vote: 5-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these minutes.

COUNCIL COMMENTS: Moved by Davis, seconded by Larson, to refer to staff the letter from HCS Builders dated January 16, 2012, requesting that a Temporary Occupancy Permit be given to the apartment buildings at 3715 and 3613 Grayhawk without the sidewalks being installed
Vote on Motion: 5-0. Motion declared carried unanimously.

Moved by Davis, seconded by Goodman, to refer to staff the letter from Campustown Action

Association requesting more trash cans on Stanton Avenue between Lincoln Way and Knapp.
Vote on Motion: 5-0. Motion declared carried unanimously.

Moved by Davis, seconded by Larson, to refer to staff the letter from Wilson Toyota Scion requesting amendments regarding land development (site plans, parking lot striping, landscaping) as they pertain to automotive dealerships.
Vote on Motion: 5-0. Motion declared carried unanimously.

Moved by Larson, seconded by Goodman, to refer to staff the letter from Phi Kappa Theta Fraternity dated January 17, 2012, to ensure that it is discussed during the CIP discussion
Vote on Motion: 5-0. Motion declared carried unanimously.

CLOSED SESSION: Moved by Davis, seconded by Goodman, to hold a Closed Session as provided by Section 21.5c, *Code of Iowa*, to discuss strategy with counsel for matters in litigation.
Roll Call Vote: 5-0. Motion declared carried unanimously.

Moved by Davis, seconded by Goodman, to reconvene in Regular Session at 9:55 p.m.
Vote on Motion: 5-0. Motion declared carried unanimously.

ADJOURNMENT: Moved by Davis to adjourn the meeting at 9:56 p.m.

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

MINUTES OF THE SPECIAL MEETING
OF THE AMES CITY COUNCIL

AMES, IOWA **FEBRUARY 3, 2012**

The Ames City Council met in special session at 2:00 p.m. on February 3, 2012, in the Council Chambers of City Hall, 515 Clark Avenue, pursuant to law with Mayor Campbell presiding and the following Council members present: Goodman, Larson, Orazem, and Szopinski. Council Member Wacha arrived at 2:08 p.m. Council Member Davis and *ex officio* Member Finseth were absent.

FY 2012/13 BUDGET OVERVIEW: City Manager Steve Schainker told the Council that, as the City was beginning the preparation of the FY 2012/13 budget, State Legislators in Des Moines were beginning a debate regarding bills that would impose an arbitrary limit on the amount of property taxes a City Council could raise each year to support municipal services. He said that there appears to be fear among some in the State House that locally elected City Council members will take advantage of this trend and raise taxes on their constituents in excess of their needs. Mr. Schainker emphasized to the Ames citizens that year after year the Ames City Council members have been very prudent in their decisions to levy taxes to finance City services, and fiscal year 2012/13 will be no different. He advised that the budget that he is recommending for FY 2012/13 reflects expenditures of $197,836,020.

Mr. Schainker reported that, in FY 2012/13, operational expenses estimated to grow 3.6%. In order to fund these expenditures, an additional $502,094 in property taxes will be needed. However, because of the improvement in Local Option Sales Tax, new growth in the community, and an increase in the rollback percentage, there will be a reduction of $.12 in the overall property tax rate from $10.84 per $1,000 of taxable valuation to $10.72 per $1,000 of taxable valuation. Mr. Schainker emphasized that the budget benefited from a recovery in Local Option Sales Tax revenue, which has been stagnant since FY 2008/09. Local Option Tax revenues transferred to the General Fund for property tax relief are expected to increase by $501,370.

Council Member Wacha arrived at 2:08 p.m.

Finance Director Duane Pitcher stated that the City's levy makes up 33.57% of a property's total tax bill; the School District makes up 44.95% (if in the Ames Community School District); 19.65% is the County's share; and 1.83% goes to Des Moines Area Community College (DMACC).

Mr. Pitcher gave a comparison of City Property Tax Valuations and Total Levies to be collected for fiscal year 2012/13 for the 12 largest cities in Iowa. Ames has the third-lowest total city tax levy per $1,000 valuation; Mr. Pitcher reiterated that for FY 2012/13, the total tax levy/$1,000 taxable valuation will be $10.72. He gave a detailed analysis of changes in taxable values among residential, commercial, industrial, and utilities. Residential increased by 5.90%, Commercial decreased by 0.52%, Industrial increased slightly (2.21%), and Utilities increased 13.62%. The net percentage change in taxable value on existing property equates to 2.04% broken down as follows: Residential (due almost exclusively to Rollback) is $50,277,595; Commercial: ($7,749,000); Industrial: ($18,000); and Utilities: $1,472,901.

The Fire & Police Trust Fund was reviewed in detail by Mr. Pitcher. City Manager Schainker told the Council that it would have to make policy decisions regarding this Fund. He noted that in FY 2012/13, $200,000 will move from the General Fund Balance to help soften the amount needed from a tax increase, which will equate to approximately $124,000.

Finance Director Pitcher reviewed the debt service cost allocation for the 2012/13 Budget. He told the Council how the bond proceeds will be used, with the largest portion ($5.8 million) going to streets. According to Mr. Pitcher, the Library Expansion/Renovation ($4,500,000) will first appear in the 2012/13 Budget. The debt service issues for Fiscal Years 2013 through 2017 were highlighted. City Manager Schainker said that there will be some policy decisions needed to be made by the City Council regarding storm sewer (flood-mitigation) issues, which have been shown in the CIP as being funded through G. O. Bonds. The total FY 2012/13 tax levy will be $24,014,006, which is a change of $502,094 (2.14%). The Residential property class will pay $614,299 more, Commercial will be $145,982 less, and Industrial will pay 1.06% more ($14,893). He gave sample property tax calculations per $1,000 taxable valuation. Residential will see a 3.4% increase, or $17.88/$100,000 in valuation. It was pointed out that $295,522 in the debt service levy is attributable to the Library bond issue. If not for that recently approved bond referendum for the Library renovation, the residential property owners would have been asked to pay only 2.12% more in taxes ($11.18 per $100,000 of taxable valuation).

The costs of City services for 2012/13 per residence from property taxes (based on a $100,000 home) were summarized, as follows:

Streets/Traffic	$	134
Police Protection		128
Fire Protection		88
Recreation and Parks		53
Library		52
Transit		33
General Support Services		24
Planning		10
Storm Sewer		7
Resource Recovery		6
Animal Control		5
Building and Grounds/Airport		3
Inspections/Sanitation		1
TOTAL	$	544/$100,000

Mr. Pitcher explained how the new Census numbers helped with Road Use Tax Revenues. The population of Ames grew, thus the amount of Road Use Tax Revenue increased. That, in essence, means that more road improvements will be paid from Road Use Tax Revenues, rather than from the General Fund.

An historic breakdown of the budget, specifically valuation increases and rollback, from 1991/92 to the present was given by Mr. Pitcher. He also reviewed the Full-Time Equivalents (FTEs) recommended for 2012/13. There will be a net increase of 1.00 FTE from 2010/11 to 2012/13, which will be a Management Analyst position in the City Manager's Office.

A brief summary of utility rates was given by Finance Director Pitcher. Rate restructures are planned for Electric and Storm Sewer, Water will increase by 3%, and Sewer will increase by 5%.

Pertaining to the Resource Recovery Plant (RRP), City Manager Schainker explained that, in order to generate the same total revenue in FY 2012/13 that was realized in FY 2011/12, the per capita charge to the City's partners must be reduced from $10.50 to $9.10 due to the population increase. Because Ames now represents a greater percentage of the County population, the City's property tax obligation to finance Resource Recovery operations will increase by $29,386 (from $423,476 to $452,862), even with the reduction in the per capita charge. City Manager Schainker emphasized that the utility rates are strictly estimates; they may change depending on state- or federal-mandated improvements.

Pertaining to the Building Inspections budget, City Manager Schainker advised that the budget includes $72,500 to contract with a private firm to supplement the City's inspection capabilities. While more costly in the short run, contracting out for inspection services will hopefully prove more effective in meeting peak demands. Mr. Schainker pointed out that if the construction activity continues to grow, the Council should give consideration to an additional full-time inspector to satisfy customers' demands. He also said that Inspections staff is currently exploring new software that will allow inspection reports, scheduling, and research to be accomplished in the field. The cost of the new software could be as much as $250,000. Funds in the amount of $175,000 are being earmarked from the General Fund balance to begin accumulating sufficient funds to purchase the new technology.

Mr. Pitcher brought the Council's attention to the rates for Parks & Recreation activities. Modest rate increases will be necessary. More details will be provided by Director Nancy Carroll during budget hearings next week.

City Manager Schainker reminded the Council about the new process for evaluating requests for City funds from community and student groups. A team of staff and residents met and discussed the general community grants. The Student Affairs Commission then reviewed the requests. Funding recommendations had been provided to the Mayor and Council as part of their budget information.

Three options for replacing the Squaw Creek Pedestrian Bridge, which was destroyed by the Flood of 2010, were offered by City Manager Schainker to the Mayor and City Council. One option would have the Council utilize $400,000 of savings realized from better-than-expected bids that had been received for various street projects in 2009 to fund the bridge replacement. Council Member Larson noted that when the Grand Avenue Extension goes through, the Bridge would be torn down. Mr. Schainker noted that it is not anticipated that the Grand Avenue Extension, at a cost of $17 to $20 million, will occur in the near future unless federal funds can be obtained. Mr. Larson pointed out that there are a couple of old bridges that had been replaced and were laying in corn fields. He asked if there was any possibility of using a section of the bridge that was replaced on Dayton. Civil Engineer Corey Mellies advised that the City only owns one section of that bridge. It could cost approximately $200,000 to move the bridge. Council Member Goodman said that it would be important for the Council to know when the Grand Avenue Extension might occur and what would be lost if the Squaw Creek Pedestrian Bridge was constructed and then later removed.

City Manager Schainker brought the Council's attention to the memos pertaining to 2012/13 ASSET Allocations and COTA Funding requests. He also noted that a report on the Summary of Proposed Flood Mitigation Projects that are reflected in the proposed Capital Improvements Plan (CIP) had been provided to them. Decisions on those items will need to be made by the Council on February 14 during Budget Wrap-Up.

Mr. Schainker told that Council that he would have to clarify the number of garbage cans being requested from the Campustown Action Association.

Budget Officer Carol Collings highlighted the General Fund ending balance of $6,542,726. She noted the Council's policy of reserving 20%, and with that being removed, the unreserved fund balance totals $969,600. She informed the City Council that the City was fortunate to end FY 2010/11 almost $550,000 better in the General Fund balance than had been planned. She noted that the City Manager prefers to consider utilizing that funding for one-time expenditures that would lessen the tax burden for FY 2012/13.

City Manager Schainker explained that, due to that larger-than-anticipated ending balance of the General Fund, he is recommended that the following one-time expenditures be made:

1. $81,161 for various capital items
2. $175,000 for new Inspection software
3. $200,000 towards City Hall/Police Department renovation project
4. $195,000 towards the City's contribution to the Fire/Police Retirement System

Budget Officer Collings reviewed the Local Option Sales Tax Fund. Revenues exceeded the current year's estimate, and the estimate for 2012/13 is 1% higher.

The Council's attention was also brought to letters submitted by outside agencies for funding. Under the new policy, those amounts, which total around $89,000, are not built into the budget; that is a change from last year. The only two allocations that had been built into the budget were those for the Ames Economic Development Commission and the Shared Sustainability Coordinator. City Manager Schainker noted that the budget would thus change when those funding decisions are made.

Ms. Collings pointed out that the City had experienced an increase in the Hotel/Motel Tax Fund, and the future looks optimistic.

In the Leased Housing Fund, Ms. Collings noted that the City Council made a decision to turn this program over to the Department of Housing and Urban Development (HUD) for administration by an agency other than the City of Ames. This Fund will be closed out.

Council Member Wacha left the meeting at 3:50 p.m.

Ms. Collings briefly reviewed Tax Increment Financing, which now only includes development on South Bell. She also gave highlights for the following funds: Park Development; Furman Aquatic Facility Construction Donations, which will be closed out. Miscellaneous Special Revenues, which includes the softball complex, Project Share, Public Safety Trusts, and Parks and Recreation Trusts, was highlighted because it had increased by $1,600,000 with the G. Winakor Donation. Library Donations and Developer Projects.were also explained. The Economic Development Fund, which was expanded to account for revolving loan, community investment, and pass-through State loan activity was explained by City Manager Schainker. Council Member Larson requested a report on the Homestyle Furniture and BioForce loans from the City Attorney. Ms. Collings explained the Cemetery Fund. The principal must be retained, per *Iowa Code*, to provide cemetery maintenance. Interest earnings are transferred to the General Fund for cemetery operations. The Donald & Ruth Furman Aquatic Center Operations Fund, Street Construction, Airport Construction, the American Recovery and Reinvestment Act Grant and Energy Block Grant Funds, and Bond Proceeds were briefly described by Ms. Collings.

City Manager Schainker pointed out the series of rate increases that had been anticipated to pay for the new Water Plant. He noted that Water and Pollution Control Director John Dunn had been able to secure an SRF Loan of nearly $6 million. Mr. Dunn said that as a result of that forgivable loan and a delay in the start of the project, reductions in the prospective rates had now been made. In FY 2012/13, instead of 10%, an increase of 3% will be needed. In 2013/14, 6%, instead of 10%, is being recommended. There is no increase anticipated for 2014/15. An increase of 7% is estimated for 2015/16. Sewer rate increases are also going to be less than originally anticipated. In 2012/13, 5% instead of 10%; and in 2013/14, 5% instead of 10%, is being recommended. It is anticipated that an 8% increase, instead of 6%, will be needed in 2014/15. There is no rate planned for FY 2015/16.

Pertaining to the Electric Utility, there is no need to increase the overall revenue in FY 2012/13 to finance the projected 3% increase in operating expenditures. Sufficient revenues are available in the Electric Fund to cover these costs. However, as a result of a recently completed Cost-of-Service Study, electric rates will be restructured. Highlights of this restructuring will include an increase in the minimum bills, the establishment of a flat block rate for all customer classes to promote consumption reduction, and a change in the unit of measure to determine the demand charge so that it is more accurate. It is anticipated that the City will receive the Ruling from the Iowa Utilities Board on the extension of the 161 kV Line in March 2012.

City Manager Schainker highlighted the Parking Fund. He noted that, in FY 2012/13, the expenditures exceed the revenue by approximately $25,000. Since there remains a substantial available balance in this fund, no immediate action is required to correct this situation. However, based on the information recently presented by the Police Chief, the charges for overtime and illegal fines are not covering the costs. New technologies to improve customer convenience for paying meter fees and enforcement efficiencies will require one-time capital expenditures to purchase equipment. Mr. Schainker told the Council that it should be prepared to take action in the near future to increase fee and fine amounts to generate the needed revenue.

Budget Officer Collings reviewed the Transit Agency Funds, including Capital Reserve, GSB Trust, and the Intermodal Facility. It was noted that an additional 7% is being asked from the City, University, and GSB for FY 2012/13 in order to bring the fund balance up from 8.2% to 10.3%.

City Manager Schainker reviewed the Storm Sewer Fund. A new rate structure, expected to be revenue-neutral, will be implemented in 2012/13. Council Member Goodman referenced the flood-mitigation issues and asked what the City's requirements were related to maintenance of storm sewers, especially as they relate to post-development. Tracy Warner, Municipal Engineer, described the City's mandated Water Quantity Control program and other requirements that should help mitigate flooding.

Ms. Collings highlighted the Ames/ISU Ice Arena Fund and noted that no fee increases are planned for FY 2012/13. The Fund Balance of the Ice Arena Capital Reserve will be able to absorb the cost of the floor resurfacing. According to Ms. Collings, there are no fee increases planned for the Homewood Golf Course, as its balance is projected to be approximately $115,000.

City Manager Schainker again reviewed the Resource Recovery Fund. The per capita fee was lowered to collect the same total dollars on the larger Census amounts. He reiterated that the City's share will increase because Ames' population increased.

Pertaining to the extension of utilities east of Interstate 35, Water and Pollution Control Director Dunn presented the effects on the debt levy that would occur as a result of each of the four scenarios that had previously been presented to the City Council on January 24, 2012.

Council Member Orazem left the meeting at 4:42 p.m. Since no decisions would be made by the City Council members present and they would be only receiving information, City Attorney Marek advised that the meeting could continue without a quorum.

Discussion pertaining to the four scenarios ensued. City Manager Schainker recommended that, if the City Council decides to pursue any of the scenarios, the amounts estimated in the scenario chosen should be put in the budget. If the Council has not made a decision by Budget Wrap-Up, Mr. Schainker advised that the budget could be amended. Council Member Larson suggested that another option could be to place the project in the second or subsequent years of the CIP.

Council Member Goodman recalled that he had asked to know the City's rate of return on investment for very large projects before any commitments were made to fund the project. Mr. Schainker said he is working with a consultant from Iowa State University to provide the data.

COMMENTS: Mayor Campbell noted that the deadline for applications for appointment to a Board or Commission had been extended to February 17. She asked for the assistance of the Council members in recruiting applicants.

ADJOURNMENT: The meeting adjourned at 4:57 p.m.

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

MINUTES OF THE SPECIAL MEETING OF THE AMES CITY COUNCIL

AMES, IOWA **FEBRUARY 7, 2012**

The Ames City Council met in special session at 5:18 p.m. on February 7, 2012, in the Council Chambers in City Hall, 515 Clark Avenue, pursuant to law with Mayor Campbell presiding and the following Council members present: Davis, Goodman, Larson, Orazem, Szopinski, and Wacha. *Ex officio* Member Finseth was also present.

FY 2012/13 BUDGET PROPOSALS: Moved by Wacha, seconded by Davis, to approve the proposed FY 2012/13 budget. (Vote will be taken on March 6, 2012.)

Library. Director Art Weeks presented the proposed budget for Library Operations, including Administration, Outreach, Collection Development, Youth Services, Information Services, Circulation, Network Services, and Grants and Gifts. Seventy-five percent (75%) of the Operating budget is allocated to Personal Services; 12%, Contractual; 11%, Collection, and 2%, Commodities. Increased participation in health benefit plan and increased contributions to IPERS increased the Personal Services line item. According to Director Weeks, the highlight of the Library budget is the $18 million bond referendum, which was approved by 76% of the voters. Mr. Weeks pointed out the many partnerships to which the Library is a participant and the value of those partnerships, not only to the budget, but to the community. Pertaining to the partnership with Iowa Workforce Development, Mayor Campbell inquired if the State reimburses the Library for staff time or materials. Mr. Weeks replied that no funding is received from the State for that program. Council Member Larson asked to know the amount of Library staff time needed to assist those searching for jobs. Mr. Weeks advised that he did not have that information available. He noted that the State did provide equipment to facilitate the program. Special Programs offered by the Library were highlighted by Director Weeks. Relative to innovation, Mr. Weeks advised that the Library's E-Book collection has been expanded. In addition, the Library is beginning to implement Radio Frequency Identification and has improved the bandwidth of its T1 and DSL lines. It was pointed out by Mr. Weeks that only Iowa City out-circulates the Ames Public Library. It is anticipated, however, that usage of the Library will be slightly lower in 2012/13 due to the renovation project. The Library will close its present location for several months during the construction phase. It will relocate at an alternate site or sites depending on the size of the building they temporarily move into, but the location(s) might not be centrally located.

Director Weeks told the Council that the City of Gilbert elected not to renew its contract at $55,000/year for service from the Ames Public Library. Gilbert then entered into a contract with Story City for a lesser fee. According to Mr. Weeks, Gilbert did not contact Ames or offer to negotiate the terms of the contract prior to signing with Story City. Council Member Larson pointed out that Gilbert residents are still using the Ames Library, and asked if it would be prudent for Ames to start charging to library cards. He expressed his concern about Ames residents paying property taxes for Library services, yet people outside the City are using the services for free. That is further exacerbated by the fact that Ames property taxes will be increasing to pay for the Library bond issue. Director Weeks explained that the Library is compensated somewhat through "Open Access" funding for circulation of items by residents of other communities that are not under contract with the Ames Library.

The Mayor compared services offered by the City's Parks and Recreation Department to those offered by the Public Library. Non-residents pay a higher fee to participate in Parks and Recreation Department activities. Non-residents do not pay property taxes, which supplement the Parks and Recreation Department budget. Council Member Szopinski expressed her opinion that the Library provides an educational service. It was then noted by Council Member Orazem that there is limited access to resources at Iowa State University's Parks Library. Non-students and/or faculty pay a fee for those resources.

Council Member Goodman related that he had heard from residents of Gilbert who had expressed disappointment on the decreased level of service being provided by the Story City Library, specifically, there is no Bookmobile. Mr. Goodman suggested that Mr. Weeks discuss the situation again with Gilbert. Mr. Weeks advised that Gilbert had signed a three-year contract with Story City. He advised that circulation levels could be tracked.

Water. John Dunn, Water and Pollution Control Director, gave highlights of the budget of the Administration, Production, Treatment, Plant Maintenance, Plant Operation, Laboratory, and Water Metering/Cross-Connection Control. The 2012/13 Budget reflects an overall .6% change from the 2011/12 Adopted.

Water Administration budget is down 2.5%. The Smart Water Conservation Program will be ongoing to promote the role and importance of conserving drinking water to the community. Water Production will also reflect a -2.2% change from the 2011/12 Adopted. The first five-year cycle of the Well Rehabilitation Program will conclude in FY 2011/12, and a new cycle will be rebid in FY 12/13 at an estimated cost of $110,000. There will be a 0.7% increase to the Water Treatment budget. For the first time in 12 years, a new operator was hired; that, in effect, reduced Personal Services expenses in the FY 2011/12 Adjusted. There will be an increase of 2.6% in the Water Laboratory budget. It was pointed out that Laboratory Services Division personnel and expenses are shared between Water and WPC programs. Highlights of the Water Pumping budget, which will increase by 10.4%, were given. A new federal rule changes the way sample locations for certain contaminants are selected. It requires utilities to identify locations at the average residence time and maximum residence time in the distribution system. To appropriately identify the sample locations, a Water Age Analysis Study is included in the current year's contractual expenses. Water Metering/Cross Connection Control reflects a .7% change from the 2011/12 Adopted. Mr. Dunn explained a survey left with customers following City staff replacing existing water meters. During the previous fiscal year, 99.8% of those surveys reported a "good" or "excellent" experience.

The proposed 2012/13 Budget for WPC Operations, including Administration, Plant Maintenance and Operation, and Laboratory, reflects a 3.5% change from the 2011/12 Adopted Budget. Larger maintenance projects are budgeted in the Capital Improvements Plan, but the staff time to administer the work is included in the Operating Budget. Mr. Dunn told the Mayor and Council that, for the 21st consecutive year, the City's Water Pollution Control Facility achieved 100% compliance with its NPDES Discharge Permit during calendar year 2010. He noted that only two facilities in the entire United States have longer compliance streaks. Mr. Dunn commended the staff members for that remarkable compliance record.

Public Works. The Council heard an overview of the major work activities for the Public Safety Program, which included Traffic Control (Traffic Maintenance and Traffic Engineering), presented by Public Works Director John Joiner. Replacing incandescent bulb signal indicators with LED lamps has resulted in nearly $43,000 annually in electricity savings. Savings in materials cost will also be realized as the lamps will need to be replaced much less frequently.

Budget highlights of the Utilities Program, which included Resource Recovery, Water Distribution Maintenance, Storm Sewer Maintenance, and Sanitary Sewer Maintenance, were given. The Resource Recover Plant was recognized by the American Society of Mechanical Engineers for achievement in environmental and safety performance. It received the 2011 Facility of the Year Award, which was presented to the City of Ames at the Annual North American Waste-to-Energy Conference in Lancaster, Pennsylvania, in May 2011.

At the Council's previous request, Mr. Joiner advised that staff had estimated the cost to replace the Pedestrian Bridge over Squaw Creek at $400,000. Eighty-five Thousand Dollars ($85,000) would be for removal of the existing bridge. The new structure is estimated to cost between $180,000 and $200,000. When the Grand Avenue Extension goes forward, the bridge would be capable of being unbolted and reused at another site, possibly on the Skunk River Trail.

Also responding to a previous Council referral, Mr. Joiner advised that it would cost $8,700 to install a railing on the 6th Street bridge over Squaw Creek. City Manager Schainker informed the Council that if it wished to move forward with that project, an amendment to the 2011/12 Budget would be necessary and could be made at the Budget Wrap-Up meeting on February 14.

Reports were summarized for Street Surface Maintenance, Street Cleaning, Snow and Ice Control; and Right-of-Way Maintenance. There have been 11 snow events accounting for ten inches of snow and two inches of rain. Mr. Joiner provided statistics on snow events from 1987 to the present. Mr. Joiner told the Council that the City was recently selected as one of three pilot cities for inclusion in an Iowa Department of Natural Resources (IDNR) grant application with the United States Forest Service. That grant would allow the City an opportunity to work with an urban forester on public education to build a network of volunteers to develop effective maintenance plans to ensure the health of trees and develop ordinances to protect and enhance the "urban forest." Two urban forestry interns will be hired to complete an inventory of all trees in the rights-of-way. Mr. Joiner believes that the inventory will be of great value for future planning, even if in the grant is not awarded to the Iowa DNR.

In reference to another previous referral to staff, Mr. Joiner showed where garbage cans are currently located in Campustown and where additional cans, requested by the Campustown Action Association (CAA), would be located. Council Member Goodman, who is a member of the CAA, told the Council about the usage patterns of the existing cans. Director Joiner advised that Capital costs would equate to $850/can and ongoing operating costs would total $17.32/can/month. Council Member Larson would like to know what type of partnership the City would have with the CAA and with business owners prior to authorizing additional trash cans. He also asked to know the location of dumpsters behind businesses as he does not believe it is the City's responsibility to clean up after commercial enterprises. Noting that if the number of additional trash cans being requested by the CAA is approved, it would mean a total of 40 trash cans for the City to maintain in Campustown. Director Joiner explained that the City contracts-out for emptying the trash cans. Mr. Larson stated that he preferred not to purchase 18 new trash cans all at once. Council Member Davis suggested that the City enter into a discussion with the CAA about long-term weekly maintenance.

Under Parking Operation and Maintenance, Mr. Joiner noted a pilot project where "Smart Cards" will be installed so that users may buy a prepaid card for parking time. Success of the pilot project may lead to changeover of the entire system over a ten-year period.

Lastly, Mr. Joiner reviewed the budget details for the Airport and Cemetery. Pertaining to the Airport, he pointed out that the Fixed Base Operator contract with Hap's Air Service is due to expire on June 30, 2012, and a Request for Proposal will be initiated. Council Member Larson asked if the new fencing being required at the Airport to comply with additional Federal Aviation Administration (FAA) security measures would require approval of a new Master Plan. Mr. Joiner stated that the City is due for an Master Plan update in the near future; the requirements will be rolled into that project. Mr. Larson requested to be informed as soon as possible about the scope of the construction of the terminal building, which will be funded in part by the FAA. City Manager Schainker noted that the City delayed construction of a new terminal building for a year to allow more public input to be provided. It was pointed out that there is a possibility of losing federal funds if the project is delayed.

Relating to improvements to the fence in front of Walgreen's, which was formerly referred to staff, Director Joiner reported that the fence is the responsibility of the City. A staff report pertaining to options for replacement of that fence will be provided to the Council in the near future.

Pertaining to the Cemetery, staff will be working on the implementation of a Focus Group to provide input and recommendations on how the cemetery can be a better experience for visitors. The budget includes $7,500 in FY 2011/12 to allow for implementation of the recommendations from the Focus Group.

Lastly, Mr. Joiner reviewed the budgets for Public Works Administration, Engineering, and Public Buildings. The Engineering Division will focus on the Storm Sewer System. Inspections of construction sites for compliance with permits for erosion and sediment controls will occur.

The meeting recessed at 6:54 p.m. and reconvened at 7:05 p.m.

Finance. Finance Director Duane Pitcher presented the budgets for Storm Disaster Activity and Economic Development. Pertaining to Storm Disaster Activity, five projects remain incomplete, under appeal to FEMA, or include a request for an alternative project. City personnel costs associated with Economic Development have shifted from the Hotel/Motel Fund to the General Fund. Council Member Goodman questioned the shift, stating that time spent on economic development initiatives by the City Manager and Finance Director should be charged to the Hotel/Motel Fund. Mr. Schainker pointed out that the City's share of the Economic Development Coordinator (Seana Perkins) equates to $60,000; that was the reason for increasing the allocation to the Ames Economic Development Commission from $90,000 to $150,000. Calculations demonstrating that retaining City personnel costs as well as the other expenses in the Hotel/Motel Tax would quickly deplete the Fund, as expenses would exceed revenues. Council Member Larson noted that to keep the amenities in the community, economic growth is necessary. Economic Development funds are used to stimulate that economic growth.

Mr. Pitcher gave an update on various companies that had received economic development funding from the City. He advised that one of the companies that had received City funding, i.e., BioForce Nanosciences, filed for bankruptcy. Any claims that will be made by the City will go through the bankruptcy proceedings. The City stands to be out approximately $32,000.

Highlights of the budgets for Finance Administration, Accounting and Reporting, Information Technology and WiFi Services, and Communication were given by Director Pitcher. He also reviewed budgets for Purchasing Services, Customer Service, and Parking Violation Collection. According to Mr. Pitcher, delinquency statistics are showing an upward trend in the number of customers who are having difficulty paying their utility bills. It was noted under Parking Violation Collection that expenses are indicating a need to increase the fines.

Lastly, Mr. Pitcher highlighted the City Council Contingency, which allows the Council to be able to respond to needs that were not foreseen at the time of budget preparation. City Manager Schainker noted that for FY 2012/13, the amount remains at $50,000, however, the Adjusted budget annually is increased to $100,000. Additionally, $56,488 in carryover projects is shown in the 2011/12 amount. Mr. Pitcher explained past projects that had been covered through City Council Contingency. Council Member Davis asked at what point projects would be closed out, e.g., AMOS. City Manager Schainker indicated that amount ($15,905) that was allocated for educational costs related to global warming and pollution reduction could be put back into the General Fund. He advised that if that is the desire of the Council, an amendment to the FY 2011/12 Budget could be made at Budget Wrap-Up.

Projects formerly funded by City Council Special Allocations were listed by Mr. Pitcher. The Council was reminded about the City's new grant process used to determine funding requests from outside groups. Discussion ensued about moving the funding for FACES from Hotel/Motel shown in the City Council's budget to the City Council Special Allocations program. Mr. Schainker indicated that an amendment could be made to do that at Budget Wrap-Up.

Finance Director Pitcher lastly explained the merit pool, which is used to reward employees for good performance. City Manager Schainker noted that City employees do not receive step increases, and other than those governed by Union contracts, City employees are not guaranteed any increases.

ADJOURNMENT: The meeting adjourned at 7:50 p.m.

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MINUTES OF THE SPECIAL MEETING OF THE AMES CITY COUNCIL

AMES, IOWA **FEBRUARY 8, 2012**

The Ames City Council met in special session at 5:15 p.m. on February 8, 2012, in the Council Chambers in City Hall, 515 Clark Avenue, pursuant to law with Mayor Campbell presiding and the following Council members present: Davis, Goodman, Larson, Orazem, Szopinski, and Wacha. *Ex officio* Member Finseth was also present.

FY 2012/13 BUDGET PROPOSALS: The Council heard and discussed highlights of the Community Enrichment, Public Safety, and Utilities Programs.

Parks & Recreation. Director Nancy Carroll advised that the Parks and Recreation Commission had approved the fees and charges for 2012/13 to support the Operating Budget. Staff worked hard to "hold the line" on expenses. Fees were increased where there was a direct program change. Many times the participants in that program had requested the change.

Ms. Carroll advised that, although the Recreation budget includes almost $2 million in expenses, $1.2 million is generated through fees and charges. The tax subsidy for that program is approximately $660,000. The Parks Division generates revenue only through shelter reservations; 94% of that program budget is subsidized. Homewood Golf Course and Ames/ISU Ice Arena are both enterprise funds; no operational tax subsidy is used. The exception is for the capital improvements at both of those facilities.

The importance of volunteers to the Parks and Recreation Department was emphasized by Ms. Carroll. They have over 2,000 annual volunteers. Permanent staff in the Department totals 19.5; however, there are also over 400 seasonal workers.

Summarizing activities that occurred in 2010/11, Ms. Carroll advised that there were12,000 program registrations in 141 programs; participants came from 8,700 Ames households. On-line registrations account for 30% of all registrations.

Highlights of the Instruction and Athletic Programs were given. The City partners with the Ames Racquet and Fitness Club to provide Parks and Recreation tennis lessons. Three out of 40 instructional programs have seen a decline in participation: youth basketball, soccer, and flag football, basically due to club teams. Registrations for instructional programs equated to 2,670. There were over 4,200 participants in adult athletic programs. Ms. Carroll gave statistics showing the program growth for adult sport leagues.

Council Member Goodman asked if there would be any way that the City could not staff the Brookside wading pool. Ms. Carroll said that staff will determine if there are any state requirements for staff to be present when the wading pool was in operation. It was also noted that this will be the last summer for the Municipal Pool Wading Pool. It will close and be demolished in Fall 2012 due to age, mechanical issues, and lack of usage.

Ms. Carroll reported that attendance totaled 103,000 in Summer 2010 and 100,298 in Summer 2011 at the Furman Aquatic Center. It is anticipated to show a net gain in FY 2012/13 of $75,000. The facility receives no direct operating subsidy.

Activities for the Community Center/Auditorium/Bandshell and the Wellness Program were described. There were 115,000 visits to the Community Center Gymnasium; 81,000 programs were offered. The Auditorium hosts an average of 56 events per year. Bandshell averages over 800 people at each Municipal Band concert. There were over 2,400 participants in 60 fitness classes/week Ms. Carroll reported that the Wellmark 3-Point-Play Program totaled $16,560 as of February 1, 2012, and per Council direction, that money will be used to purchase fitness equipment. It was also pointed out that over 325 people/week participate in Zumba classes. Over 55 people participate weekly in the "Silver Sneakers" fitness classes for older adults. Humana reimburses the City for participate fees. Another private/public partnership, fitness and aqua classes will be offered to Green Hills residents. In exchange for City staff instructors, classes will be open to the public; it is anticipated to break even operationally.

Pertaining to Homewood Golf Course, fees will not increase for the 2012 season. It was noted that the cell tower revenue equates to $26,800 and motorized carts bring in $19,000. It is the City's goal to maintain a fund balance of 27% of operational expenses. There are approximately 19,000 rounds of golf played at Homewood last year. Two tee renovations occurred in 2011.

Regarding the Ice Arena, Director Carroll reported the policy is to also maintain a fund balance of 15% of operational expenses. No rental fee increases are being recommended; however, the fund balance will be drawn down. Ms. Carroll reported on the long-term users' ice rental revenues per year.

The Park System budget was reviewed. There are 37 parks and woodland/open spaces totaling over 1,200 acres; however, only 337 acres are mowed. Fifty (50) to 60 trees are planted each year. Ms. Carroll acknowledged Holub Greenhouse and Garden Center's annual donation of $8,000 in flowers for the "Adopt a Flower Garden" program.

Ms. Carroll recalled that the City's mosquito control program moved from Inspections Division to Parks Activities. Methods of control include fogging and the use of larvicide.

Electric. Donald Kom, Director of Electric Services, highlighted the operations budgets for each division (Administration, Production, Fuel Purchases, Distribution, Technical Services, and Engineering). The total expenditures for all divisions of the Electric Services Department equate to $50,813,853, which is an increase of 3.0% from the FY 2011/12 Adopted. No rate increase is planned for FY 2012/13. Rate restructuring will occur, but not generate any additional revenue.

Director Kom reported that the Administration budget is up13.9% from the 2011/12 Adopted Budget. That is due to an increase in insurance premiums, even though no claims have been filed. There was also a sharp increase due to Mid-Continent Area Power Pool (MAPP) charges ($80,000).

According to Mr. Kom, overall, Ames' rates are 3% lower than neighboring utilities. Residential rates are 17% lower and commercial rates are 1% lower. Industrial rates are 38% higher. Mr. Kom pointed out that what it costs Ames to serve the industrial customers is what they are paying. It was also noted that MidAmerican Energy is planning a rate increase. Council Member Larson advised that the industrial rates are a concern to the Ames Economic Development Commission. At some point in time, Mr. Larson said he would like a workshop to get an idea for what the impact would be if Ames lost a major industrial customer. Council Member said he would like to know if installing infrastructure that another electricity provider might have could eventually reduce rates. City Manager Schainker cautioned about lowing the rates for one class as it then puts additional burden on the other classes.

"Smart Energy" programs were specifically highlighted. The budget is currently$1,000,000; $556,857 has been paid out to date, which is 56% of the budget. The City is considering adding solar to the rebate program. The installation of 418 *Prime Time Power* switches has resulted in a reduction in demand of 3.3 MW. There were 1,066 participants in 2011/12 in the City's Smart Energy programs, saving 1,139,426 kWh.

Electric Production's total expenditures equate to $10,442,787, which is an increase of 0.9% over the FY 2011/12 Adopted. A new peak demand was reached on July 19, 2011, at 128.6 MW. Director Kom noted that several projects were delayed and now rolled into the 2012/13 Budget; those equated to $1.1 million.

The budget for Fuel and Purchased Power will increase 3.7% to $32,702,186. It is the largest component of the Electric Services budget. The major items include coal, market energy purchases, wind, fuel oil, transmission service, and refuse-derived-fuel payments. At the inquiry of Mayor Campbell, Mr. Kom explained that the City purchases 30 MW of wind power; wind energy is currently the most expensive source. Coal quantity is down, but the price is higher.

Council Member Wacha recalled that the City Council had directed staff to work on coal storage alternatives, and asked for an update on any progress. Responding, Assistant Director Brian Trower stated that he had received a phone call from a representative of a possible coal storage facility. In summary, there is a lot of uncertainty throughout the United States regarding coal usage due to anticipated regulations that might be imposed by the EPA. Due to that uncertainty, there is hesitancy to build such a facility.

Electric Distribution Operations and Maintenance will see an increase of 0.6% from FY 2011/12. The main expense will be the tree trimming contract.

Electric Distribution Extension/Improvements will increase 6.5%. While fewer single-family homes were constructed compared to past years, work on apartments and commercial projects increased in 2011.

There will be an increase of 1.5% for Electric Technical Services over FY 2011/12. There will be an increase in transformers, tap changer repairs will be done at the Top-O-Hollow and Stange substations, there will be an upgrade in the Downtown Network, and there will be electric relocation at the North Grand Mall in anticipation of its expansion. The Mary Greeley Medical Center expansion project was also explained by Director Kom.

There will be a decrease of 12.8% for Electric Engineering. The FY 2011/12 Adopted included $25,000 to contract transmission relay testing. The amount was removed since work is now done.

Police Department. Details were given, by Police Chief Chuck Cychosz, of the budget for the Public Safety Program, which included Administration and Records, Crime Prevention and Police Services, General Investigation, Emergency Communications, and Forfeiture/Grants. It was noted that Animal Control and Parking Enforcement also falls under the Police Department. The budget for overall operations is up 5.1%.

Under Administration and Records, the main project in 2012/13 will be the remodeling of the Emergency Operations Center. Chief Cychosz recalled that, in 2010, the Police Department had received a $600,000 grant from the Department of Homeland Security for that improvement as well as renovations of other areas of the Police Department and the City Hall basement.

Other highlights included the Department's partnership with Story County and Iowa State University, which has resulted in entering into a contract for a new information management system (OSSI). According to Chief Cychosz, the Records Division has faced the additional challenge of implementing the Iowa court system's new Electronic Document Management System. The project was designed to move the courts to a nearly paperless system for court filings. It has resulted in an unfunded mandate for the City of Ames, costing the Department both time and resources with little benefit. It has not resulted in any less paper being produced.

Council Member Orazem left the meeting at 6:42 p.m.

Chief Cychosz gave highlights of the Crime-Free Housing program under Crime Prevention and Police Services. Approximately 80 apartment owners/property managers have expressed an interest in the program. The simpler, less-expensive improvements are being done; however, the larger-expense items, such as improved lighting, seem to dissuade owners/property managers from fully participating. According to Chief Cychosz, the Police Department has started to see the benefits from lower call volumes in the areas where the owners have made the investment. A joint component, the Safe Neighborhoods Team, is now fully functioning with success. The Team has fostered stronger working relationships with residents, neighborhood organizations, and students. Chief Cychosz showed a chart evidencing the decrease in Noise Permits and Disorderly Conduct calls even in light of the increase in high-density housing. Another highlight under Police Services was that automated external defibrillators had been deployed in three area cars. It is planned to have them in all ten patrol cars before June 30, 2012.

Special initiatives being conducted by the General Investigations Division were listed. According to Chief Cychosz, technology has had a profound effect on this Division; incidents increase annually. General Investigations also includes the School Resource Officer, Juvenile Investigations, and Fraud. The Chief noted that the School Resource Officer does not just have a presence in the schools, but also in the community.

Chief Cychosz reported that the Police Department has seen a 67% increase in mental health-related service calls in 2011. During the past year, 561 mental health related incidents resulted in Mental Health Task Force notifications. The FY 2012/13 Budget includes a part-time position as the most-cost-effective way of addressing that workload increase. The position will provide support services to officers by compiling information and data on mental-health-related calls for service and provide analysis of the data. Council Member Larson asked if the Department tracks the calls for mental health-related service. He specifically wanted to know if there are repeat calls for the same individual. Chief Cychosz said he would check to see if that information is available.

Under Emergency Communications, Chief Cychosz reported that the Communications Center began, on February 23, 2011, handling Emergency Medical Dispatching. The dispatchers field and average of 220 medical calls/month. The Emergency Communications Center continued its formal working relationship with Iowa State University and Story County, which has allowed for more effective emergency and citizen support responses.

Highlights of Forfeiture/Grants and Parking Law Enforcement were given. Under parking, expenses exceed the revenue received if the ticket is paid. Chief Cychosz noted that he had presented a report on this to the Council recently. Whether to raise the fines will be a decision of the City Council.

Chief Cychosz reported that the service levels continue to increase at the Animal Shelter. Chief Cychosz recalled that the Council had adopted an ordinance to deal with dangerous domestic animals. Staff continues to encounter dangerous dogs, which pose extra challenges. Hearings concerning dangerous animals are held annually. In terms of sheltering, Animal Control is currently at an 89% rate for animal reclamation and adoption. It was noted that staff has enhanced its public interaction through Facebook and Twitter. Chief Cychosz explained the energy savings program that has been undertaken to improve the Shelter environment for animals and staff.

The meeting recessed at 7:34 p.m. and reconvened at 7:43 p.m.

Fire Department. The Fire Safety Activities portion of the Public Safety program was presented by Chief Clint Petersen. This included budgets for Administration and Support, Suppression and Emergency Action, Prevention and Safety Education, and Building Safety. Overall, the Department will see a 3.4% increase.

Chief Petersen emphasized the benefits of partnerships to the Fire Department. Specifically noted was the partnership with Iowa State University, both financially and in providing education for fire fighters.

Deputy Chief of Support Services Shawn Bayouth presented information on the Fire Prevention and Safety Education activity. He explained the three components of fire prevention and safety education: Engineering, Education, and Enforcement. For the first time in the last ten years, the number of false alarms dropped to below 20%. In addition, good progress on the fire sprinkling program has been made and is ongoing.

Deputy Chief Bayouth gave highlights for Fire Administration and Support. In 2011, fire fighters gave educational programs in 100% of Ames schools. Partnerships with state and federal agencies were noted, specifically highlighting the benefits of having the Iowa Fire Service Training Bureau located in Ames.

Deputy Chief Paul Sandoval stated that another partnership was formed by a formal agreement with Story County Haz Mat and the Des Moines Hazardous Materials Team to provide additional resources and technical skills that might be needed. He pointed out that Ames Fire has an excellent mutual working relationship with Ames Police and Iowa State University. Under Fire Suppression and Emergency Action, Chief Sandoval relayed that Fire Department personnel conducted training for water rescue prior to the opening of the Furman Aquatics Complex, trained with Power Plant personnel on confined space rescue, and on trench rescue with other City employees. Fire partnered with state and local law enforcement agencies on automobile extrication training. They also worked with Ames Labs and Environmental Health and Safety on hazardous materials training. Ames fire fighters assist the State Fire Marshal with arson investigator training.

At the inquiry of Council Member Goodman, Deputy Chief Sandoval advised that call volume increased by only four incidents – the lowest increase ever.

Building Official David Brown explained the three parts of the Inspections Division: building inspection, rental inspection, and neighborhood inspection. Mr. Brown commended his skilled staff for the positive responses that have been received on customer service surveys. The Inspections Division has been researching several vendors' systems for new software that will dramatically improve operating efficiencies and enhance customer service through online permit applications, inspection scheduling, approval issuance, and reporting. A transfer of $175,000 from excess General Fund balance to the Computer Replacement Fund will assist with a future purchase of that software.

According to Mr. Brown, projects totaling between $250,000 and $260,000 are anticipated in the next two years. If that occurs, it will represent a large increase in permit fees.

It was noted that a challenge being worked on by staff is to expedite the occupancy of new buildings while tying up loose ends found during the inspection process.

Mr. Brown noted that there seems to be more acceptance of the Rental Code standards enacted in 2009; that appears to be due to increased public education.

Regarding Neighborhood Inspection, proactive public education has been beneficial. The Neighborhood Inspector spends a good deal of time explaining standards to residents and working with them on the improvements that need to be made.

Mr. Brown also advised that the Inspections Division is working on improving its web site.

At the inquiry of Mayor Campbell as to whether the City is receiving inquiries now that the Sanitarian duties have been shifted to the State, Chief Petersen stated that the state inspector living in Ames has been very responsive, and no problems have been reported.

ADJOURNMENT: Moved by to adjourn the meeting at 8:32 p.m.

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MINUTES OF THE SPECIAL MEETING
OF THE AMES CITY COUNCIL

AMES, IOWA **FEBRUARY 9, 2012**

The Ames City Council met in special session at 5:16 p.m. on February 9, 2012, in the Council Chambers in City Hall, 515 Clark Avenue, pursuant to law with Mayor Campbell presiding and the following Council members present: Davis, Goodman, Larson, Szopinski, and Wacha. Council Member Orazem arrived at 5:18 p.m. *Ex officio* Member Finseth was also present.

FY 2011/12 BUDGET PROPOSALS: The City Council heard reports on the Transportation Program and General Government and Internal Services.

Transit System. Transit Director Sheri Kyras gave a six-year history of CyRide ridership. Ridership increased 1.5 million over those six years (34%), and it appears that that level of growth will continue. It is predicted that 6 million rides will occur in 2012/13. The increased ridership has necessitated the hiring of 20 more drivers, increased hours of service, and the budget rose from $6.3 million to $8.2 million in order to provide the same level of service to the community.

Service reductions necessary due to budget constraints were explained by Ms. Kyras. Significant expense increases were listed as fuel, wages and benefits, and property insurance. Cost-control measures were described by Ms. Kyras: They have entered into fuel contracts, hybrid buses are being purchased that increase the miles-per-gallon, they are paying lower maintenance costs due to a newer fleet, uniforms for the drivers and mechanics, the purchase of a support vehicle has been delayed, fare increases, and service reductions.

Ms. Kyras noted where the revenue will come from in 2012/13. There will be no change in federal dollars received; there will be a 15% increase in state dollars, local dollars from the three funders will increase a total of 7%, and it is anticipated that there will be $200,000 more farebox revenue. Director Kyras explained that the 2013/14 Budget could be impacted by a reduction in federal dollars of $141,000 and fuel prices if they remain volatile.

Director Kyras noted that the total operating budget is approximately $8.3 million. The Transit Board wants to see at least a 10% closing balance. The budget presented should allow for that balance. As the Council representative on the Transit Board, Mr. Wacha advised that much effort by Board members and CyRide staff had been put into building a budget that would provide a 10% ending balance.

Major projects to increase efficiency were explained by Ms. Kyras: new scheduling software and new buses. According to Ms. Kyras, the Intermodal Facility is 70% complete, which will allow for increased customer service. Additional customer-service enhancements include vehicle-tracking software and bus shelter implementation.

Council Member Szopinski brought up that the Council had received a request from AMOS for CyRide to provide free ridership for children, particularly those in need. Director Kyras reported that discussions about that service had occurred at Transit Board meetings. It had been determined that to provide free ridership to K through 12-grade students would result in $30,000/year in lost revenue. That figure is assuming that no new buses would be required and no additional staff would be hired. Ms. Kyras said that she had also heard that there was an initiative being looked at that a grant from United Way would be used to purchase CyRide tickets. The tickets would be provided to students whom have been identified by the School System as needing assistance.

At the inquiry of Mayor Campbell, Ms. Kyras reported that an RFP for Dial-a-Ride services was distributed on January 31, 2012. That will give staff several months to evaluate and discuss options prior to the current contract expiring on June 30, 2012.

The subject of efficiency of vehicles was raised by Council Members Larson and Goodman in light of the buses getting an average of 4.7 miles-per-gallon. Council Member Goodman suggested that smaller buses be used at night when ridership decreases.

Fleet. Director Paul Hinderaker presented the proposed budget for Fleet Maintenance Services and Fleet Acquisition and Disposal. Fleet Support Manager Rich Iverson was also present.

Under Maintenance Services, service levels have not changed. More maintenance is done in-house; that reduced costs by over $25,000. The overhead charged to operating departments will be increased by $130,000 to offset the loss of interest income. A portion of the Fleet salaries ($15,000) will shift to Facilities. Discussion ensued on the projected cost of fuel. It was thought that the $2.50/gallon was low. Mr. Hinderaker noted that the budget can be amended if the estimate is incorrect. City Manager also pointed out that fuel is charged back to the user departments.

Under Fleet Acquisition and Disposals, Director Hinderaker explained a Department objective to purchase 15% of the vehicles that contribute to the City's "green" goal.

Facilities. Director Hinderaker reported on the City Hall and the Maintenance Facility located on Edison Street. He noted that the facilities are aging and needing more attention. The list of needed improvements has been prioritized and replacement schedules created.

Human Resources. The budget for Human Resources was detailed by Human Resources Director Julie Huisman. In 2010/11, 54 recruitments were launched. A total of 3,244 applications were received, which was an increase of 37% from 2009/10. NEO-GOV, the on-line applicant tracking system, significantly reduced the amount of paper and postage used by the Department. Ms. Huisman listed the key recruitments performed during 2010/11.

The Employee Development Center (EDC) attendance was down 11% from 2010/11. Under leadership development, 105 "Power Hours" had been offered on a variety of topics.

Under Compensation and Benefits, the City of Ames was awarded a GOLD Well-Workplace Award in October 2011. Ames is the only city in Iowa to receive that Award.

Ms. Huisman advised that negotiations are currently being held with four bargaining units.

Council Member Orazem noted that the number of protected-class applicants doubled; however, those hired did not match that. He asked for information on the actual hires to be forwarded via email to the Mayor and City Council.

Risk Management. Risk Manager David Eaton highlighted the workers' compensation, safety, and insurance categories. It was noted that claims for workers' compensation and property insurance claims are the main budget-drivers. Current data indicates the potential to achieve a reduction in the number of claims by year end. Initiatives that allow the City to get out ahead of the claims were explained by Mr. Eaton.

The 2012/13 budget includes a 5% increase in the cost of Casualty Insurance. Mr. Eaton reported that an RFQ process is currently underway to qualify and select a property insurance broker. He also described the formal appraisal process underway to ensure that City facilities are adequately insured.

Health Benefits. Human Resources Officer Doug Garnett reviewed the service objective of Health Insurance Management: to keep average healthcare cost increases below national and regional averages. The health insurance rate increase calculated based on total City contributions is 5% for 2012/13. Mr. Garnett explained the Plan design changes to the pharmacy co-pay amounts.

He outlined the three programs that have strengthened the City's ability to moderate and absorb expected fluctuations: (1) Outcomes Medication Therapy Management Services, (2) Disease Management Services provided by Wellmark/Healthways, and (3) Health Promotion.

City Clerk. Diane Voss presented the City Clerk's Division budget. The Council's use of iPads allowed for a large reduction in the Printing line item. The cost of iPads will be offset in savings in staff time and materials in less than one year. Major expenses for the City Clerk's Division are the publication of legal notices, minutes, and ordinances, which is projected to equate to more than $35,000/year; and the 2013 City Election.

Public Relations. Susan Gwiasda, Public Relations Officer, listed ways that the City communicates internally and externally. There were 169 media releases during 2011.

The new website was launched in February. Pertaining to social media, the City participates in Twitter and Facebook.

Ms. Gwiasda described the ongoing "Blue Zones" project that began in October 2011. She also detailed the Eco-Smart programs pertaining to "Smart Energy." City staff also participated in several conservation events at ISU, Ames Schools, and the Farmers' Market.

Discussion ensued about the risks associated with the City participating in social media and possible ways to protect the City against those risks.

Ms. Gwiasda also explained the many events that will be coordinated by the Public Relations Office, specifically, the Boards and Commissions Luncheon on March 21, ECO Fair on March 24, Yard Waste Free Day in April, opening day at Furman Aquatic Center on May 27. It was emphasized by Ms. Gwiasda that there will not be a spring Free Day at RRP.

Cable TV. Ms. Gwiasda pointed out that Derek Crisler, Cable Coordinator, was present. During Mr. Crisler's tenure with the City, there has been an increase in programming and continued improvement in quality of programming. Embedded videos have been added to the City's website. Three replacement cameras for the Council Chambers have been purchased and another one will be added in the near future.

According to Ms. Gwiasda, the Public Access Channel will move back to Channel 16. Under Mr. Crisler's leadership, there has been an increase in programs and continued improvement in quality there as well.

Council Member Goodman gave his appreciation for the multiple improvements that Mr. Crisler has made to Channel 12.

Ms. Gwiasda gave tribute to the interns who assist the Public Relations Officer and Cable TV.

The meeting recessed at 7:30 p.m. and reconvened at 7:40 p.m.

Legal Services. According to City Attorney Doug Marek, Legal staff litigated over 600 enforcement and collection cases to final judgment. They represented the City in more than 77 Administrative actions. Property assessment appeals increased 126%. The City Attorney and two Assistant Attorneys drafted or reviewed over 19,089 documents, which was a 60% increase. Electronic filing for all court cases was fully implemented. Mr. Marek listed the major initiatives and public improvement projects on which legal support has been provided.

Funding sources contributing to the Legal Services' budget were identified: Resource Recovery, Parking, Electric, Sewer, Water, Fees and Fines, Mary Greeley, other departments, and General Fund. Expenditures were reviewed. Personal Services are up 1.1%, Contractual is up 2.9%, and Commodities are down 2.0%.

Mr. Marek informed the Council that as the workload increases, some services are going to have to be cut. He explained the ways that they have tried to manage increased requests for legal services.

Planning & Housing. Highlights on the budgets for Long-Range and Current Planning were presented by Planning and Housing Director Steve Osguthorpe. Activities under Long-Range Planning were listed as land use planning, zoning, special studies, and annexations. Mr. Osguthorpe identified significant Land Use Policy Plan amendments that had been approved over the past year. He also described the projects in process and those anticipated. Director

Osguthorpe distributed a list of text and map amendments that had been made during the past year that helped make development happen. Under Current Planning, the types of development applications processed were listed.

Director Osguthorpe said the economy had caused a slight decrease in some application types, but the majority of applications had been stable or even increased.

Mr. Osguthorpe told the Council that Ames had been selected to host the 2012 APA Planning Conference from October 31 to November 2, 2012.

Leased Housing. Vanessa Baker-Latimer, Housing Coordinator, reminded the Council that the City had relinquished the administration of the Section 8 Housing Choice Voucher Program to the Department of Housing and Urban Development. The Program is now being administered by the Central Iowa Regional Housing Authority (CIRHA), and the City's budget no longer reflects the administration of that Program.

City-Wide Affordable Housing. Ms. Baker-Latimer advised that the County-Wide Partnership has been dissolved; it was in effect since 1990.

Ms. Baker-Latimer is currently administering the Hazard Mitigation Flood-Buy-Out/Demolition Process and the Iowans Helping Iowans program. In FY 2011/12 and FY 2012/13,the budget reflects .32 FTEs to cover the administration of non-CDBG-related programs and/or activities. In FY 2011/12 and 2012/13, staff will continue to host community forums and events to educate and engage the public on various housing topics, such as Hunger and Homelessness Awareness, Fair Housing, and Housing Fairs.

Community Development Block Grant (CDBG). Ms. Baker-Latimer said that the number of programs under the CDBG will be reduced. The programs to be implemented will be as follows: (1) Neighborhood Sustainability Program, which includes home improvement, home buyer assistance, dangerous buildings, and single-family conversion pilot program; (2) Public Facilities Improvement Programs, which include neighborhood infrastructure improvements. The projects to be completed under the CDBG-Recovery Funds Project were also explained.

City Council. Assistant City Manager Sheila Lundt presented the budget for the City Council. She listed the events that are proposed to be funded by the Council in 2012/13. Ms. Lundt advised that the GSB end-of-the-year event will only occur if the GSB requests it. It was also noted that there has been a decline in participation in the Ames Citizens Academy/"Civics 101." She advised that, for that reason, Council might want to suspend that program for one year. Ms. Lundt advised, however, that there is money set aside in the budget should the Council want to continue it. Financial support for the Main Street Cultural District activities is not included in the 2012/13 Budget.

Iowa State University partnerships that the City Manager's staff has been involved in were outlined by Ms. Lundt.

Executive Management. Ms. Lundt gave several highlights of the City Manager's Office budget. The many boards and commissions headed by members of that Office were listed. A major initiative is to work with staff on Excellence Through People. That program is currently concentrating on the Total City Perspective and how staff can all work together to provide excellent service at the best price.

Ms. Lundt advised that, in FY 2012/13, the part-time intern position will be converted to a full-time Management Analyst position. That person will assist all of the departments with special projects, write grants, facilitate process-improvement teams, and coordinate in-house sustainability programs for the total organization. The FY 2011/12 Adjusted Budget also reflects her retirement.

COMMENTS: City Manager Schainker reminded the Council of pending issues that will need decisions made at Budget Wrap-Up on February 14:

1. Pedestrian bridge over Squaw Creek
2. Railing on the 6th Street Bridge
3. Garbage cans in Campustown
4. Repair of City-owned fence in front of Walgreen's
5. Move funding for FACES out of Hotel/Motel Tax
6. Dropping funding for AMOS' educational forums (back into the Council Contingency Fund)
7. Parking fines
8. Flood-mitigation projects

   Council Member Goodman suggested that a workshop be held to discuss the flood-mitigation projects. Council Member Larson said he did not want to be put in the position of having to make a decision on February 14 without having enough information about what caused the problems. He reiterated that he did not want to set a precedent of approving City funding related to flooding problems without having all the details. Assistant City Manager Bob Kindred recommended that a certain amount of funding be allocated with no specific locations identified. City Manager Schainker told the Council that staff will brainstorm options and bring those back.

9. Utilities to the east and utilities to the north
10. The Campustown group request for $25,000 to support a Director position.
11. COTA funding
12. ASSET funding

ADJOURNMENT: Moved by Davis to adjourn at 9:26 p.m.

____________________________________ ____________________________________

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

MINUTES OF THE AMES CIVIL SERVICE COMMISSION

AMES, IOWA **JANUARY 26, 2012**

The Ames Civil Service Commission met in regular session at 8:15 a.m. on January 26, 2012, in the Council Chambers of City Hall, 515 Clark Avenue, with Commission Members Adams, Crum, and Shaffer present. Also in attendance was Human Resources Officer Doug Garnett.

APPROVAL OF MINUTES: Moved by Shaffer, seconded by Crum, to approve the minutes of the December 15, 2011, Civil Service Commission meeting as written.
Vote on Motion: 3-0. Motion declared carried unanimously.

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

Instrument & Control Technician:	David Klatt	86
	Ken Blackledge	85
	Larry Milleson	75
	Troy Barker	74
	Kory Chance	71
	Richard Musumhi	71
	Vicencio Suarez	71
	Joseph Borland, Jr.	70
	Thomas Sellers	70
Power Plant Engineer:	Kent Means	76
	Matthew Shriver	75
	Curtis Spence	75

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

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

Heavy Equipment Operator:	Mark Rainey	86
	Erick Hill	84
	Russ Dickerson	83
	Jason Bohning	81
	Jake Kraehling	79
	Matt Curran	77

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

COMMENTS: The next regularly scheduled Civil Service Commission meeting was set for February 23, 2012, at 8:17 a.m.

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

Terry Adams, Chair

Jill Ripperger, Recording Secretary

REPORT OF CONTRACT CHANGE ORDERS

Period:	☐	1st – 15th
	☒	16th – end of month
Month and year:	January, 2012	
For City Council date:	February 14, 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
Electric Services	Purchase of 1/0 aluminum cable	1	$71,037.30	Wesco Distribution	$0.00	$272.20	D. Kom	ES
Electric Services	Legal Counsel	5	$50,000.00	Brown Winnick	$195,000.00	$47,000.00	S.Lundt	CB
Electric Services	Type K Damper Drives	1	$54,766.21	Controls International, Inc.	$0.00	$ -7,173.28	D. Kom	CB
Public Works	2010/11 CyRide Route Pavement Improvements (Ontario Street)	3	$690,588.76	Manatt's, Inc.	$4,140.25	$-(22,250.55)	B. Kindred	MA
Public Works	2010/11 Water Systems Improvements (Water Service Transfers0	2	$187,301.70	MPS Engineers	$4,151.30	$3,986.58	T. Warner	MA
			$		$	$		

CITY OF AMES IOWA

Caring People
Quality Programs
Exceptional Service

Memo

Police Department

5a - h

TO: Mayor Ann Campbell and Ames City Council Members

FROM: Commander Geoff Huff – Ames Police Department

DATE: January 13, 2012

SUBJECT: Beer Permits & Liquor License Renewal Reference City Council Agenda February 14, 2012

The Council agenda for February 14, 2012, includes beer permits and liquor license renewals for:

- Class E Liquor, C Beer, and B Wine – Fareway Store #386, 619 Burnett
- Class E Liquor, C Beer, and B Wine – Fareway Store #093, 3619 Stange Road
- Class C Liquor – El Azteca, 2727 Stange Road
- Class B Liquor – Holiday Inn Ames, 2609 University Blvd.
- Class C Beer and B Wine – Gateway Expresse, 2400 University Blvd
- Class E Liquor, C Beer, and B Wine – Wal-Mart Supercenter #4256, 534 South Duff Ave
- Class C Liquor & Outdoor Service – Buffalo Wild Wings, 400 South Duff Avenue
- Special Class C Liquor w/ Outdoor Service – Stomping Grounds, 303 Welch Ave. #101

A routine check of records found no violations for Fareway Store #386, Fareway Store #093, El Azteca, Holiday Inn, Gateway Expresse, Buffalo Wild Wings or Stomping Grounds during the renewal period.

The same check found one citation for providing alcohol to a minor at Walmart Supercenter #4256 during a compliance check.

The police department would recommend renewal for all eight establishments.

ITEM # 6
DATE: 02-14-12

COUNCIL ACTION FORM

SUBJECT: 2011 RESOURCE RECOVERY ANNUAL REPORT

BACKGROUND:

A calendar year report of revenues and expenditures is prepared annually for the Resource Recovery System. Based on this annual report and in accordance with existing contracts, billings are prepared for the participating communities and Iowa State University.

The 2011 Resource Recovery Annual Report shows 55,270 tons of Municipal Solid Waste (MSW) was received at the plant during the year with 6.5% (3,566 tons) from Iowa State University. Of the total tons received at the plant, 92% (50,611 tons) was processed with 68% (34,422 tons) of that amount becoming Refuse Derived Fuel (RDF). The remaining 8% (4,659 tons) of MSW not processed at the plant was sent to the Boone County Landfill. Additional information regarding materials processed at the plant is presented in the attached report.

Revenues from all sources totaled $4,697,573, and total expenses were $3,729,248. This resulted in net income of $968,325 for 2011. Due to the continued financial strength of the system and increased population based on the certified 2010 census, the 2011 per capita charge will be reduced from $10.50 to $9.10. The tipping fee for haulers will remain at $52.75 per ton.

ALTERNATIVES:

1. Accept the 2011 Resource Recovery Annual Report as presented, and authorize staff to distribute the report and to bill the participating communities and Iowa State University.

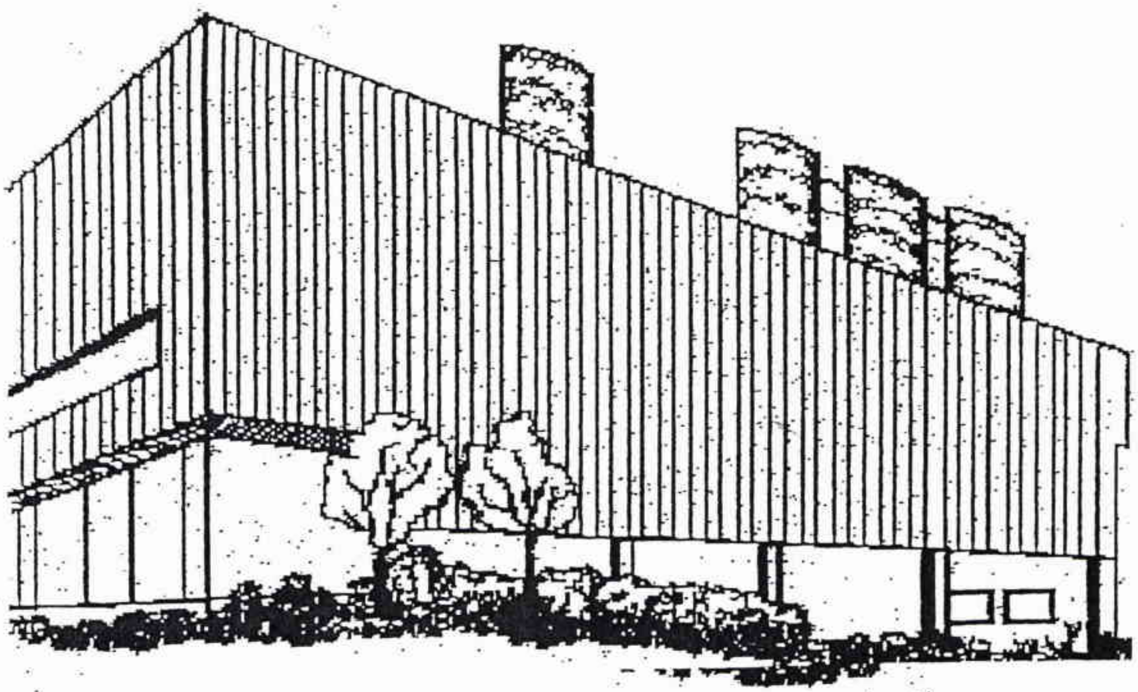
2. Request further information from staff.

MANAGER'S RECOMMENDED ACTION:

It is the recommendation of the City Manager that the City Council adopt Alternative No.1, thereby accepting the 2011 Resource Recovery Annual Report as presented, and authorizing staff to distribute the report and to bill the participating communities and Iowa State University.

ARNOLD O. CHANTLAND RESOURCE RECOVERY SYSTEM

2011



CITY OF AMES, IOWA

CITY OF AMES IOWA
Caring People
Quality Programs
Exceptional Service

Public Works Department

515 Clark Avenue, Ames, Iowa 50010
Phone 515-239-5160 ♦ Fax 515-239-5404
jjoiner@city.ames.ia.us

2011 Resource Recovery Annual Report

February 14, 2012

Dear Resource Recovery System Members:

The Resource Recovery Plant continues to be one of the most successful methods of landfill diversion in the state of Iowa. Approximately **70% of the waste processed at the plant becomes Refuse Derived Fuel (RDF)** that replaces a portion of the coal used for electric generation at the City of Ames power plant. Also, more than **2400 tons of metal** and **150 tons of glass** are recovered for recycling.

Due to the continued financial strength of the system and updated census counts, **the 2011 per capita,** which is payable on July 1, 2012, and December 1, 2012, **will be reduced to $9.10.** The per capita charges will be based on the certified 2010 census. **The tipping fee rate will remain at $52.75 per ton and the car line rates will continue to be $8 for cars/passenger vans and $22 for pickups/trailers.**

The Resource Recovery Plant also received national recognition for excellence in environmental and safety performance. The American Society of Mechanical Engineers (ASME) selected RRP as the recipient of the **2011 Facility Recognition Award**. The award was presented to Gary Freel, Assistant Superintendent, and Rob Weidner, Lead Operator, at the 19th Annual North American Waste-to-Energy Conference (NAWTEC 19) in Lancaster, Pennsylvania, in May, 2011.

The Resource Recovery System also continues to offer drop-off Household Hazardous Materials disposal on an appointment basis, keeping **over 7 tons** of household hazardous materials from the landfill. This activity is coordinated through the Metro Waste Authority in the Des Moines area.

The privately-owned construction and demolition (C&D) landfill in Ames closed in 2011. Citizens and businesses with C&D materials now must sort their waste so that paper and plastics go to the Resource Recovery Plant (RRP); true C&D materials must go to the Boone County Landfill for C&D disposal.

Innovative ideas and improvements to the system are continuing to be evaluated. One of these continues to be further assessment of potential alternative conversion technologies, as an option to further process the traditional RDF.

The system agreements with the county and member communities are to be renewed in 2014. We will begin conversations this year with the members regarding the services of the system and continuing our partnerships. The agreement with Boone County Landfill will also be renewed this year.

If you or any of your constituents have questions about this annual report or any of the activities of the Resource Recovery System, please do not hesitate to contact me or John Pohlman, Superintendent.

Sincerely,

John C. Joiner, P.E.
Public Works Director

CITY OF AMES, IOWA

RESOURCE RECOVERY SYSTEM
ANNUAL BILLING

Participating Communities
For Calendar Year 2011

REVENUES:		
Per Capita	725,188	
Refuse sold for fuel	821,503	
Sale of metals	412,106	
Public fees	128,322	
Regular customers	2,354,290	
Reimbursements and refunds	5,567	
Other governmental units	30,585	
Out of County Revenue	33,564	
Scrap tires	3,321	
I.S.U. participation	160,145	
Interest Revenue	22,982	
		4,697,573
EXPENSES:		
Operations	$3,729,248	
Debt Service		
		$3,729,248
	Net Income	968,325

Figure 1

PER CAPITA

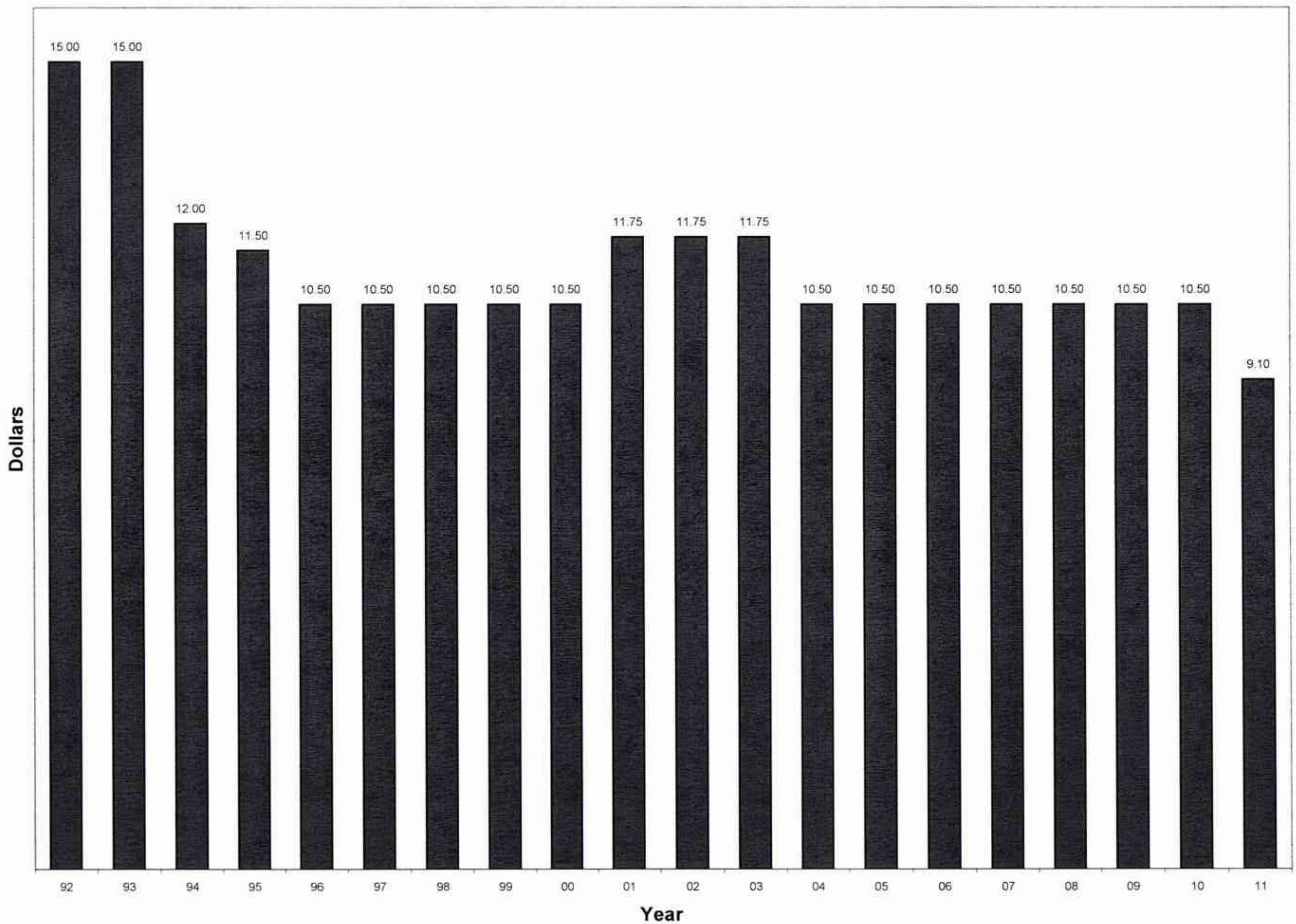


Figure 2

MATERIALS, REVENUES & EXPENSES
RESOURCE RECOVERY SYSTEM

YEAR	AVAILABLE	TO PROCESS	(%)	FERROUS	(%)[1]	RDF	(%)[1]	(%)[2]	REVENUES		EXPENSES	REV/EXP	NET EXPENSE ($/TON)
1992	45,420	42,126	93%	1,755	4%	32,292	77%	71%	1,238,445		2,056,239	60%	18.01
1993	47,832	45,913	96%	1,803	4%	35,120	76%	73%	1,738,610		2,329,256	75%	12.35
1994	47,869	45,540	95%	1,906	4%	34,280	75%	72%	1,937,432		2,197,280	88%	5.43
1995	28,117	28,059	100%	1,097	4%	20,386	73%	73%	1,372,600	*	2,109,276	65%	26.20
1996	28,484	28,452	100%	835	3%	18,875	66%	66%	2,237,072	**	2,628,208	85%	13.73
1997	45,435	42,644	94%	1,464	3%	27,746	65%	61%	3,081,928		3,163,332	97%	1.79
1998	48,643	47,690	98%	1,903	4%	31,138	65%	64%	3,373,503		3,183,602	106%	(3.90)
1999	49,164	46,370	94%	1,654	4%	30,434	66%	62%	3,161,495		3,220,240	98%	1.19
2000	48,896	44,397	91%	1,401	3%	28,095	63%	57%	3,097,282		3,313,053	93%	4.41
2001	50,093	44,955	90%	1,104	2%	30,435	68%	61%	3,353,739		3,281,503	102%	(1.44)
2002	50,267	48,717	97%	1,258	3%	35,147	72%	70%	3,731,348		3,110,513	120%	(12.35)
2003	51,906	47,436	91%	1,678	4%	33,146	70%	64%	3,803,639		3,527,346	108%	(5.32)
2004	53,788	51,026	95%	2,332	5%	34,334	67%	64%	4,017,107		3,462,794	116%	(10.31)
2005	54,493	53,468	98%	2,250	4%	32,621	61%	60%	4,285,110		3,716,566	115%	(10.43)
2006	55,500	50,989	92%	2,229	4%	30,180	59%	54%	4,250,337	***	4,449,985	96%	3.60
2007	57,333	52,820	92%	2,102	4%	34,182	65%	60%	4,392,686		4,531,663	97%	2.42
2008	57,470	52,716	92%	2,068	4%	36,060	68%	63%	4,632,493		3,725,904	124%	(15.77)
2009	53,395	46,647	87%	1,987	4%	31,040	67%	58%	3,956,279		5,507,045	72%	29.04
2010	58,756	57,494	98%	2,347	4%	37,865	66%	64%	4,937,018		4,605,121	107%	(5.65)
2011	55,270	50,611	92%	2,166	4%	34,422	68%	62%	4,697,573		3,729,248	126%	(17.52)
20 YEAR TOTAL	988,131	928,070	94%	35,339	4%	627,798	68%	64%	$67,295,696		$67,848,174	99%	$0.56

[1]Denotes percent of processed material
[2]Denotes percent of tons available

* Closed for renovation for part of the year (1995, 1996)
** Beginning in 1996, per capita is included as revenue
***Closed for one month for Air Knife Installation

TWENTY YEAR AVERAGES

$/Incoming Ton Revenue	*$68.10*
$/Incoming Ton Expense, Net	*$0.56*
Percent Recovery - R.D.F.	*64%*
Percent Recovery - Ferrous	*4%*

Figure 3

CITY OF AMES, IOWA

POPULATION - PERCENTAGES - CHARGES

Annual Billing - Calendar 2011
Per Capita - $9.10

	POPULATION [1]	PERCENT OF POPULATION	TOTAL
Ames	49,765 [2]	62.45%	$452,861.50
Story County	8,706	10.92%	$79,224.60
Nevada	6,798	8.53%	$61,861.80
Story City	3,431	4.31%	$31,222.10
Huxley	3,317	4.16%	$30,184.70
Slater	1,489	1.87%	$13,549.90
Roland	1,284	1.60%	$11,684.40
Gilbert	1,082	1.36%	$9,846.20
Maxwell	920	1.15%	$8,372.00
Colo	876	1.10%	$7,971.60
Cambridge	827	1.04%	$7,525.70
Zearing	554	0.70%	$5,041.40
McCallsburg	333	0.42%	$3,030.30
Kelley	309	0.39%	$2,811.90
TOTALS	79,691	100.00%	$725,188.10

[1] Based on 2010 U.S. Census
[2] 58,965 minus I.S.U. 9,200

Figure 4

APPENDIX

CITY OF AMES, IOWA
MONTHLY REFUSE VOLUMES - 2011

	TOTAL REFUSE RECEIVED (Tons)	TONS RECEIVED FROM I.S.U.	TONS RECEIVED FROM N.A.D.C.	TONS RECEIVED FROM I.D.O.T.	TONS RECEIVED FROM OTHER
January	4,192	319	22	15	3,836
February	3,891	304	25	15	3,547
March	4,608	343	32	15	4,218
April	4,766	284	21	22	4,439
May	5,134	454	40	11	4,629
June	4,820	254	33	11	4,522
July	4,710	212	41	12	4,445
August	5,521	319	24	10	5,168
September	4,547	219	19	6	4,303
October	4,368	276	23	10	4,059
November	4,582	299	17	7	4,259
December	4,131	283	28	11	3,809
TOTAL	55,270	3,566	325	145	51,234
% OF TOTAL	100.0%	6.5%	0.6%	0.3%	92.6%

CITY OF AMES, IOWA
RESOURCE RECOVERY PLANT VOLUMES
12/31/2011

CLASS	*2011 TRIPS*	*2011 WEIGHT*	*PERCENT OF TOTAL WEIGHT*
Non-Scale Refuse (Car line)	4,487	1,249	2.3%
Commercial Haulers	9,610	43,803	79.2%
Private Industry/Contractors	631	1,338	2.4%
City of Ames	57	40	0.1%
Iowa State University	917	3,566	6.5%
Iowa Dept of Transportation	314	145	0.2%
U S D A Lab	175	325	0.6%
Directly to Boone	990	4,804	8.7%
TOTALS	17,181	55,270	100.0%

CITY OF AMES, IOWA

RESOURCE RECOVERY SYSTEM
FEE SCHEDULE

YEAR	*TIPPING FEE*	*CARLINE*	
		CARS	*PICKUPS*
2003/04	$52.75/TON	$8.00	$22.00
2004/05	$52.75/TON	$8.00	$22.00
2005/06	$52.75/TON	$8.00	$22.00
2006/07	$52.75/TON	$8.00	$22.00
2007/08	$52.75/TON	$8.00	$22.00
2008/09	$52.75/TON	$8.00	$22.00
2009/10	$52.75/TON	$8.00	$22.00
2010/11	$52.75/TON	$8.00	$22.00
2011/12	$52.75/TON	$8.00	$22.00
2012/13	$52.75/TON	$8.00	$22.00

ITEM # 7
DATE: 02-14-12

COUNCIL ACTION FORM

SUBJECT:2012 URBAN REVITALIZATION TAX ABATEMENT REQUESTS

BACKGROUND:

In accordance with Chapter 404 of the *Code of Iowa*, the City Council has established Urban Revitalization Areas (URAs) with Plans specifying standards for types and elements of physical improvements that provide public benefits. When property within one of these URAs is developed, redeveloped, rehabilitated, or remodeled the property owner is eligible for abatement of property taxes on the incremental increase in property value after the improvements are completed, if the increase is more than 5%. This abatement can extend for three, five or ten years, based on the Plan approved by Council.

Every year, property owners who have improved property within the City's URAs in the previous year may apply for tax exemption on the incremental added value of their properties. The City must determine if the completed improvements meet the standards in the Urban Revitalization Plan for the URA in which the property is located. If the City Council finds the standard is met, this approval is forwarded to the City Assessor who must review the request and determine the value of the abatement.

Property owners of four redevelopment projects are requesting tax exemptions for the 2012 assessment year, which refers to improvements made in 2011. A listing of the project owners, locations, and estimated values is attached. The property owners have reported construction value totaling $2,889,125 for these projects. The estimates are based on construction cost and may not be the same as the added property value. Under the Urban Revitalization Plan for the East University URA, the owner may elect abatement to be applied over three, five, or ten years, depending as illustrated by the attached abatement schedule. Under the Urban Revitalization Plan for the Downtown URA, abatement is only available over three years. More complete descriptions of the abatement projects are included in the attached copies of project applications.

ALTERNATIVES:

1. The City Council can approve the requests for tax exemption as conforming to the corresponding Urban Revitalization Plan.

2. The City Council can deny these requests for approval of the tax exemptions, only if found not to be in conformance with the revitalization plan.

MANAGER'S RECOMMENDED ACTION:

Staff has examined these projects as of January 2012, and finds that the work completed conforms to the corresponding Urban Revitalization Plans approved by the City Council.

Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1. This action will approve the requests for tax exemption as conforming to the corresponding Urban Revitalization Plan. This action will allow the requests for tax exemption to be processed by the City Assessor, who will determine the value of tax exemption.

2012 Tax Abatement Properties

Estimates For Incremental Values

East University Urban Revitalization Area

Alpha Iota Association of Phi Gamma Delta 325 Ash Greek House Renovation 3 years	$ 500,000
Iowa Beta Alumni Corporation of Sigma Phi Epsilon 228 Gray Greek House Renovation 10 years	$ 2,075,125

Downtown URA

Merrill Kim Sharp 410 5th Street Façade and Interior Improvements 3 Years	$ 37,000
Main St. 134 WR, LLC 132-134 Main Street Façade and Interior Improvements 3 Years	$ 277,000

Urban Revitalization Program
Tax Exemption Schedule

All qualified real estate located in the designated revitalization area is eligible to receive a partial exemption from taxation on the Actual Value added by the improvements as specified by the schedules below. Any qualified real estate may elect one of the three schedules.

The exemption period for ten (10) years. The amount of the partial exemption is equal to a percent of the Actual Value added by the improvements, determined as follows:

For the first year,	80%
second	70%
third	60%
fourth	50%
fifth	40%
sixth	40%
seventh	30%
eighth	30%
ninth	20%
tenth	20%

The exemption period for five (5) years.

For the first year,	100%
second	80%
third	60%
fourth	40%
fifth	20%

The exemption period for three (3) years. All qualified real estate is eligible to receive a 100% exemption on the Actual Value added by the improvements for each of the three years.

Carefully examine the exemption schedules before making a selection. Once the selection of the schedule is made and the exemption is granted, the owner is not permitted to change the method of exemption.

RECEIVED
DEC 1 5 2011
CITY OF AMES, IOWA
DEPT. OF PLANNING & HOUSING

Effective Date: February 24, 2009

University Area
Urban Revitalization Program
Application Form

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

1. ***Property Address:*** 325 ASH AVE, AMES, IA
2. ***Property Identification Number (Geocode):*** 09-09-202-155
3. ***Urban Revitalization Area:*** UNIVERSITY
4. ***Legal Description*** (attach, if lengthy): GRAY & CESSNA SD LOT 6 & S 20' LOT 7 & LITTLE'S SD LOT 4
5. ***Description of Improvements - Attach if lengthy:*** RENOVATED 26 STUDY ROOMS, BATHROOMS, HALLS, STAIRWELLS, KITCHEN, NEW WINDOWS, AIR CONDITIONING, ALARM SYSTEM, COMPLETED SPRINKLER SYSTEM, NEW KNAPP ST. PORCH

Improvement costs: $ 500,000

Beginning construction date: 5/9/11

Estimated or actual completion date: 12/31/11

Assessment year for which exemption is being claimed: 2012

Exemption schedule (3, 5, or 10 years): 3

6. ***Property Owner:*** ALPHA IOTA ASSOCIATION OF PHI GAMMA DELTA

Address: 325 ASH AVE (Street) AMES (City) IA (State) 50014 (Zip)

Telephone: 630-800-7573 (Home) (Business) (Fax)

I (We) certify that I (we) have submitted all the required information to apply for approval of the University Area Urban Revitalization Program and that the information is factual.

Signed by: Wesley C. Cole, TREASURER (Property Owner) **Date:** 12/12/11

(Note: No other signature may be substituted for the Property Owner's Signature.)

3

Effective Date: December 28, 2011

University Area
Urban Revitalization Program
Application Form

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

1. ***Property Address:*** 228 Gray Avenue - Ames, IA 50010

2. ***Property Identification Number (Geocode):*** 09-09-229-100

3. ***Urban Revitalization Area:*** East University Impacted Urban Revitalization Area

4. ***Legal Description*** (attach, if lengthy): (Attached)

5. ***Description of Improvements - Attach if lengthy:*** 5,167 sq.ft. addition plus complete interior remodeling adding new HVAC throughout and alarm monitored all house fire suppression sprinkler system in compliance with Ames code.

Improvement costs: $ $2,075,125 improvements to structure

Beginning construction date: July 1, 2010

Estimated or actual completion date: July 29, 2011

Assessment year for which exemption is being claimed: 2012 (January 1, 2012)

Exemption schedule (3, 5, or 10 years): 10 years

6. ***Property Owner:*** Iowa Beta Alumni Corporation of Sigma Phi Epsilon

Address: 228 Gray Avenue (Street) Ames (City) Iowa (State) 50010 (Zip)

Telephone: 515-231-7144 (Home) 515-382-2191 (Business) 515-382-3826 (Fax)

I (We) certify that I (we) have submitted <u>all</u> the required information to apply for approval of the University Area Urban Revitalization Program and that the information is factual.

Signed by: Ray Schwichtenberg, Pres. **Date:** 1/26/2012
(Property Owner) Ray Schwichtenberg, President

(Note: No other signature may be substituted for the Property Owner's Signature.)

RECEIVED
JAN 27 2012
CITY OF AMES, IOWA
PT. OF PLANNING & HOUSING

3

Legal Description Attachment

228 Gray Avenue - Ames, IA 50010

Parcel "D" of Lot Five (5) in Block Five (5) of College Heights Addition to the City of Ames, Story County, Iowa, and the S ½ of Lot Eight (8), and all of Lots Nine (9), Ten (10) and Eleven (11) in Block Two (2) of College Heights Second Addition to the City of Ames, Story County, Iowa, as shown on the "Plat of Survey" filed in the office of the Recorder of Story County, Iowa, on February 24, 2010, as Inst. No. 10-01598, Slide 371, Page 2,

Effective Date: August 22, 2011

Downtown
Urban Revitalization Program
Application Form

1. ***Property Address:*** 410 Fifth Street

2. ***Property Identification Number (Geocode)*** (if known): 09-02-354-020

3. ***Legal Description*** (attach, if lengthy): Lots 7 & 8 Blairs Addition
r W 20' Lot 6 Block 18

4. ***Description of Improvements***(attach, if lengthy):
INT: Drywall – doors – carpet - wood floors 13,000
EXT windows, new monument sign, sign base, handicap ramp, stone wall, paint, roof infill } 24,0

Improvement costs: $ $37,000
Beginning construction date: 2009
Estimated or actual completion date: 2011
Assessment year for which exemption is being claimed: 2011

5. ***Property Owner:*** Merrick Kim Sharp Kim & Jan Sharp

Address: 1503 Top-O-Hollow Road Ames IA 50010
(Street) (City) (State) (Zip)

515/233-1285 232-8878 mks8@me.com
(Phone) (Fax) (e-mail)

Effective Date: August 22, 2011

Designed by: ______________________________

Address:______________________________
(Street) (City) (State) (Zip)

____
(Phone) (Fax) (e-mail)

I (We) certify that I (we) have submitted to the best of our knowledge all the required information to apply for approval of the Downtown Urban Revitalization Program and that the information is factual.

Signed by:______________________ **Date:** 3 January 2012
(Property Owner)

______________________ **Date:**______________
(Applicant - if different than Property Owner)

Effective Date: August 22, 2011

Downtown
Urban Revitalization Program
Application Form

1. ***Property Address:*** 134 Main Street (includes 132 Main Street)

2. ***Property Identification Number (Geocode)*** (if known): 09-02-381-125

3. ***Legal Description*** (attach, if lengthy): Lot 5 in block 13 in the Original Town of Ames, Iowa

4. ***Description of Improvements***(attach, if lengthy): Rebuild and restore building front facade, repair ½ of back facade and replace wall on ½ of back facade; Structural repairs and improvements, Updating of building electrical, plumbing and HVAC. Interior improvements and modifications for new tavern tenant replacing original tavern tenant.

Improvement costs: $ 277,000
Beginning construction date: August 2010
Estimated or actual completion date: September 9, 2011
Assessment year for which exemption is being claimed: 2012

5. ***Property Owner:*** Main St 134 WR, LLC

Address: 8350 Hickman Rd, Ste 201 (Street) Clive (City) IA (State) 50325 (Zip)

515-251-7332 (Phone) 515-251-4656 (Fax) david.keller@4eca.com (e-mail)

Effective Date: August 22, 2011

Designed by: Roseland Mackey Harris Architects PC

Address: 1615 Golden Aspen Dr, Ste 10 Ames IA 50010
(Street) (City) (State) (Zip)

515-292-6075 515-292-6370 jharris@rmharchitects.com
(Phone) (Fax) (e-mail)

I (We) certify that I (we) have submitted to the best of our knowledge all the required information to apply for approval of the Downtown Urban Revitalization Program and that the information is factual.

Signed by: Manager **Date:** 1/31/2012
(Property Owner)

Date:
(Applicant - if different than Property Owner)

Memo

City Manager's Office

8

TO: Mayor and Ames City Council

FROM: Steven L. Schainker, City Manager

DATE: February 10, 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. Although the Task Force will no longer exist, we will need help in staffing the three committees that were recommended by the Task Force: 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 the Task Force's recommendations.

I have included $25,000 in the 2012/13 budget to continue our partnership with ISU in this sustainability effort. Therefore, once the budget is certified, I will be seeking the Council's approval to extend this contract through June 2013.

C: Merry Rankin
Tahira Hira
Don Kom

ITEM # 9
DATE: 02-14-12

COUNCIL ACTION FORM

SUBJECT: SUBMITTAL EXTENSION FOR SINGLE-FAMILY CONVERSION PILOT PROGRAM

BACKGROUND:

At the November 21, 2011 meeting, City Council approved program guidelines for a Single-Family Conversion Pilot Program in conjunction with the City's 2011-12 CDBG Action Plan. Council also directed staff to solicit participation through a Request for Proposals (RFP) process. Under this pilot program, $25,000 in CDBG funds have been designated to assist a property owner with funds to rehabilitate a single-family conversion rental unit in order to convert it back into a single-family, owner-occupied unit.

The overall goal of the Single-Family Conversion Program is to preserve the City's single-family, owner-occupied housing stock by rehabilitating former single-family dwellings that have been converted into two or more rental units back to single-family, owner-occupied condition and use. When utilizing CDBG funds to assist in the preservation of that housing stock, the requirement of making the properties available and affordable for low- to moderate-income families is a major component.

The Request for Proposals was sent out on January 13 to approximately 226 property owners identified as owners of single-family conversion properties. The RFP submittal deadline was Friday, February 3, 2012. Staff received a number of inquires about the RFP (some with sincere interest, others not). No proposals were received by the deadline date. However, staff has been in contact with several property owners who asked for additional submittal time. **Therefore, staff is requesting that the submittal deadline be extended until Friday, March 2, 2012.** Staff will notify all identified property owners of the extended deadline.

ALTERNATIVES:

1. The City Council can authorize extension of the Request for Proposal submittal deadline to Friday, March 2, 2012, for implementation of the Single-Family Conversion Pilot Program.

2. The City Council can not authorize extension of the Request for Proposal submittal deadline.

3. The City Council can approve the Request for Proposal submittal deadline to be extended to Friday, March 2, 2012, for the implementation of the Single-Family Conversion Pilot Program and make modifications to the program guidelines.

4. The City Council can refer this request back to staff for additional information.

MANAGER'S RECOMMENDED ACTION:

Although no applications for this program were received by the original deadline, several potential applicants have been in contact with staff and have requested additional time to prepare their applications.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, thereby authorizing extension of the Request for Proposal submittal deadline to Friday, March 2, 2012, for implementation of the Single-Family Conversion Pilot Program in connection with the City's 2011-12 Community Development Block Grant Program.

ITEM # 10
DATE: 02-14-11

COUNCIL ACTION FORM

SUBJECT: **EASEMENT FOR 2010/11 DOWNTOWN STREET PAVEMENT IMPROVEMENTS PROJECT (KELLOGG AVENUE – MAIN STREET TO 7TH STREET, AND MAIN STREET – ALLAN DRIVE TO CLARK AVENUE)**

BACKGROUND:

The annual Downtown Street Pavement Improvements program is for rehabilitation/reconstruction of streets within the downtown area. The 2010/11 program locations are Kellogg Avenue (Main Street to 7th Street) and Main Street (Allan Drive to Clark Avenue). On April 12, 2011, Council awarded the contract to Con-Struct, Inc. of Ames, Iowa, in the amount of $1,446,369.00.

The Main Street portion of the project includes installation of new water main and the transfer of the existing water services onto the new water main. During construction, it was determined that due to utility conflicts on the south side of the street, a fire hydrant needed to be relocated to maintain fire protection. A permanent easement is required to provide a safe and cost effective location for the new fire hydrant location. This easement is being granted by the owners to the City at no cost. The location is shown on the attached sheet.

ALTERNATIVES:

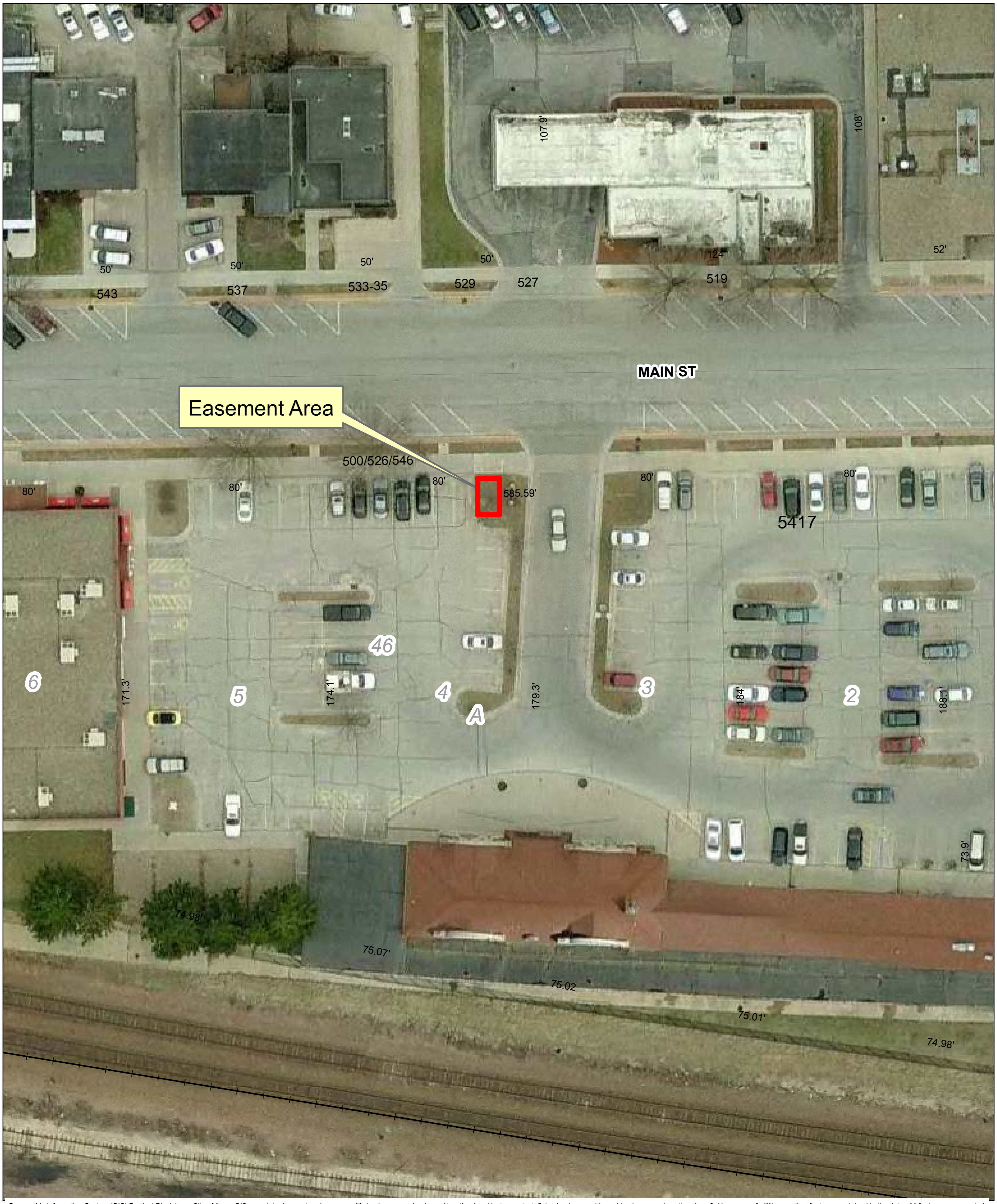
1 Approve the easement agreement with the Main Street Station II, LLC.

2. Reject the easement agreement.

MANAGER'S RECOMMENDED ACTION:

By approving the easement agreement, construction on the project in the area will continue to remain on schedule for completion early this summer, and adequate fire protection for the area will be maintained.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the easement agreement with the Main Street Station II, LLC.



Geographic Information System (GIS) Product Disclaimer: City of Ames GIS map data does not replace or modify land surveys, deeds, and/or other legal instruments defining land ownership and land use nor does it replace field surveys of utilities or other features contained in the data. All features represented in this product should be field verified. This Product is provided "as is" without warranty or any representation of accuracy, timeliness or completeness. The burden for determining accuracy, completeness, timeliness, merchantability and fitness for or the appropriateness for use rests solely on the User.

Easement Area for 10/11 Downtown Pavement Improvements
Main Street Station II, LLC

NORTH

Title:	
Scale:	1 in = 50 ft
Date:	1/23/12

Prepared By: Civil Design Advantage, 3405 SE Crossroads, Suite G, Grimes, IA (515-369-4400)

KNOW ALL MEN BY THESE PRESENT:

That we, the undersigned, Main Street Station II, LLC of the County of Dallas, State of Iowa, in consideration of $1.00 and other valuable consideration in hand paid by the CITY OF AMES, IOWA, the receipt of which is hereby acknowledged do hereby sell, grant and convey unto the City of Ames, Iowa, a municipal corporation, in the County of Story, State of Iowa, an easement under, through and across the following described real estate:

Perpetual Easement

A PART OF PARCEL 'A' OF BLOCK 16 BLAIRS ADDITION TO AMES AND A PART OF BLOCK 46 BLAIR'S 3RD ADDITION AND CHICAGO NORTH-WESTERN RAILWAY COMPANY STATION GROUNDS AS SHOWN ON THE PLAT OF SURVEY RECORDED IN INSTRUMENT NUMBER 94-06868 IN THE CITY OF AMES, STORY COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SAID PARCEL 'A'; THENCE SOUTH 88°53'50" WEST ALONG THE NORTH LINE OF SAID PARCEL 'A', 355.50 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 1°06'10" EAST, 19.50 FEET; THENCE SOUTH 88°53'50" WEST, 10.00 FEET; THENCE NORTH 1°06'10" WEST, 19.50 FEET TO SAID NORTH LINE; THENCE NORTH 88°53'50" EAST ALONG SAID NORTH LINE, 10.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.00 ACRES (195 SQUARE FEET).

That said easement is granted onto the City of Ames, Iowa, for the purpose of the construction, installation, and maintenance of the following described public improvements:

Water Main

In connection herewith it is specifically agreed that by this easement, the City of Ames, shall have the right to enter upon said premises as shall be necessary to construct, reconstruct, inspect, repair, operate and maintain and service any and all of said improvements and all appurtenances thereto, together with the right to use and operate said improvements as it deems necessary.

The said municipal corporation shall restore said described land to a satisfactory condition after construction and/or maintenance in substantially the same condition as prior to entry.

As further consideration for this easement, the grantee for itself, its employees, agents, subcontractors and assigns, hereby specifically agree that it will make no claim or demand whatsoever against the grantor for any damages or injury incurred while on the easement area, unless such damage or injury is the result of the negligence of the grantor, and further, that the grantee, its employees, agents, subcontractors and assigns do hereby waive, release, acquit and forever discharge the grantee from any claim or demand arising, either now or in the future, directly or indirectly out of the activities performed by grantee, its employees, agents, subcontractors and assigns within the easement area, unless such damage or injury is the result of the negligence of the grantor.

The grantee agrees to indemnify and hold the grantor harmless from all injury or damages to persons or property or claims thereof resulting from or arising out of the activities performed by grantee, it employees, agents, subcontractors and assigns within the easement area, and from all expenses of litigation arising therefrom, except for such injury or damages arising from the negligence of the grantor.

That the grantors do hereby covenant with the said grantee, and successors in interest, that said grantors hold said real estate by title and fee simple; that they have good and lawful authority to sell and convey the same; that said premises are free and clear of all liens and encumbrances whatsoever except as may be hereinabove stated; that said grantors covenant to warrant and defend the said premises against the lawful claims of all persons whomsoever, except as may be above stated.

IN WITNESS WHEREOF WE have hereunto affixed our hands this 11th day of January, 2012.

Main Street Station II, LLC
By: Hubbell Realty Company, Managing Member

Krista A. Capp

Krista A. Capp, Vice President

Jennifer L. Drake

Jennifer L. Drake, Assistant Secretary

STATE OF IOWA :
: ss.
COUNTY OF DALLAS :

JOSIAH BURTON
Commission Number 766612
My Commission Expires
February 8, 2014

On this 11th day of January, 2012, before me, a Notary Public in and for Dallas County, Iowa, personally appeared Krista A. Capp and Jennifer L. Drake, the Vice President and Assistant Secretary, respectively, of Hubbell Realty Company, the managing member of Main Street Station II, LLC,to me known to the identical person(s) named in and who executed the within and foregoing instrument, and acknowledged that they executed the same as their voluntary act and deed.

Josiah Burton

Notary in and for the State of Iowa

L:\Main Street Station II, LLC\City of Ames Temp Construction Easement\CDA Easement - Water Main (2).doc

RETURN TO: CIVIL DESIGN ADVANTAGE, 3405 SE CROSSROADS DRIVE, SUITE G, GRIMES, IA. 50111, PH: 369-4400 FAX: 369-4410

EASEMENT PLAT

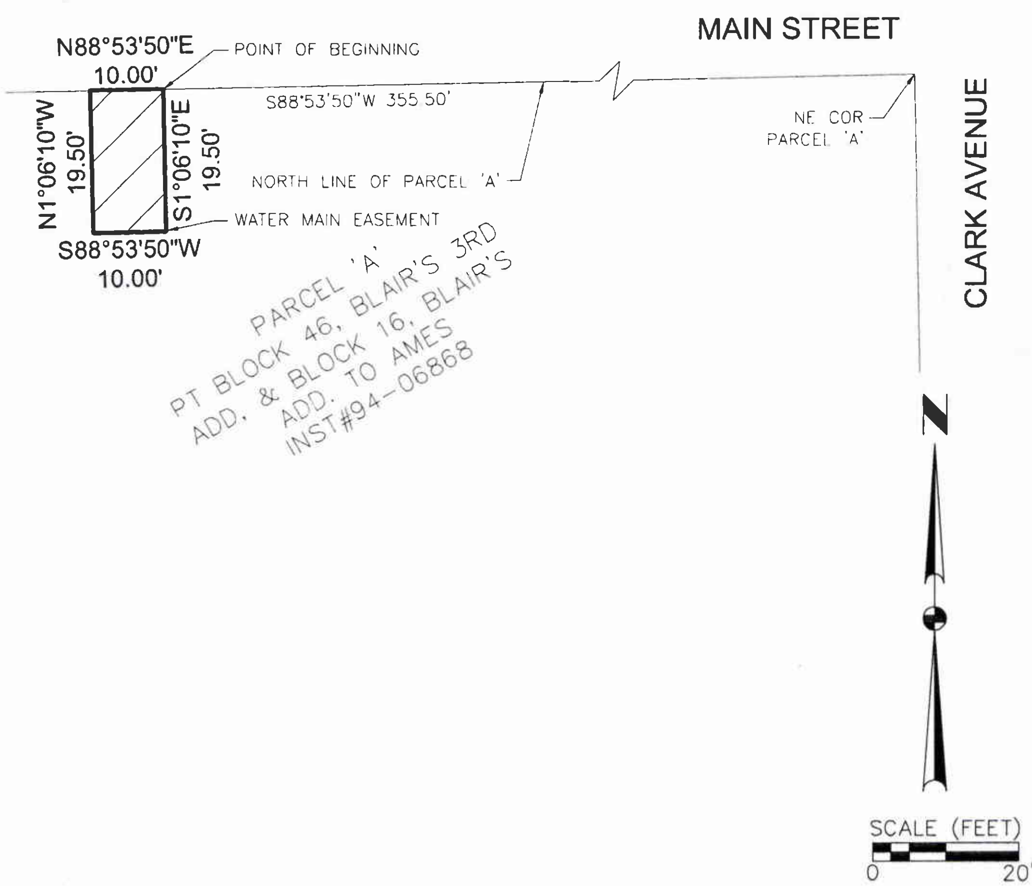
OWNER

MAIN STREET STATION II, LLC
C/O HUBBELL REALTY CO
6900 WESTOWN PARKWAY
WEST DES MOINES, IA 50266

WATER MAIN EASEMENT DESCRIPTION:

A PART OF PARCEL 'A' OF BLOCK 16 BLAIRS ADDITION TO AMES AND A PART OF BLOCK 46 BLAIR'S 3RD ADDITION AND CHICAGO NORTH-WESTERN RAILWAY COMPANY STATION GROUNDS AS SHOWN ON THE PLAT OF SURVEY RECORDED IN INSTRUMENT NUMBER 94-06868 IN THE CITY OF AMES, STORY COUNTY, IOWA AND MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHEAST CORNER OF SAID PARCEL 'A'; THENCE SOUTH 88°53'50" WEST ALONG THE NORTH LINE OF SAID PARCEL 'A', 355.50 FEET TO THE POINT OF BEGINNING; THENCE SOUTH 1°06'10" EAST, 19.50 FEET; THENCE SOUTH 88°53'50" WEST, 10.00 FEET; THENCE NORTH 1°06'10" WEST, 19.50 FEET TO SAID NORTH LINE; THENCE NORTH 88°53'50" EAST ALONG SAID NORTH LINE, 10.00 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.00 ACRES (195 SQUARE FEET).



1/1 1010295	2010-11 DOWNTOWN STREET PAVEMENT IMPROVEMENTS EASEMENT PLAT AMES, IOWA	CIVIL DESIGN ADVANTAGE	3405 SE CROSSROADS DRIVE, SUITE G GRIMES, IOWA 50111 PH: (515) 369-4400 Fax: (515) 369-4410 ENGINEER: TECH:

ITEM # 11
DATE: 02-14-12

COUNCIL ACTION FORM

SUBJECT: CYRIDE FUEL CONTRACT

BACKGROUND:

For the past three years, CyRide has purchased a portion of its fuel under contracts in an effort to stabilize and possibly gain financial benefits from this type of fuel purchasing method. The decision to switch to this type of purchasing arrangement was a direct response to the volatile fuel market in 2007- 2008 when prices increased from $2.00 to $4.00 per gallon in a short span of time. After several experiences, CyRide staff has identified June through March as the best months for contracting, based on the quantity of fuel purchased and the volatility of fuel during these months. The prime time to enter into fuel contracts to gain the best price is in February/March, just prior to the farming season, which utilizes large amounts of fuel.

CyRide is currently purchasing fuel off of a contract that will expire in March 2012. To date, the transit system has averaged $3.12 per gallon for the 2011-2012 budget year. Additionally, CyRide staff monitors the contract versus market rate and has realized $12,382 in savings this budget year utilizing a fuel purchasing method. It is staff's belief that CyRide has gained substantial benefits from contracting for fuel – meeting its goals of stabilizing the fuel line item and realizing budget savings.

With current contracts expiring on March and the best months for entering into a contract approaching, CyRide will need to decide if it will enter into a new contract. The following explanation details how the program has worked in the past and would work under a new contract.

> CyRide staff and the Transit Board of Trustees establish a guideline for fuel contracting that commits no more than 70% of CyRide's total fuel usage (210,000 of the 320,000 total gallons) to purchases under a contracting method. The remaining approximately 30% is purchased as a fixed price + mark-up/deduct on the market rate, which is also bid at the time contract bids are received.
>
> The process used to purchase fuel under a contract method is slightly different than normal purchases as decisions need to be made immediately upon receipt of bids, which does not provide time to gain approval from the Transit Board or City Council. Staff has worked with the City's Purchasing Division to develop a method to procure fuel that does not violate City or state purchasing requirements. Specifically, the following process would be as follows:

- Gain approval from the Transit Board and City Council for a total fuel contract price **not to exceed** of $735,000 for five, two-month contracts for up to 210,000 gallons of fuel.
- In conjunction with the Purchasing Division, prepare a Request for Proposal for fuel contracts due to the City in February or March 2012.
- At the time the bids are received, award up to five, two-month contracts to the lowest bidder that does not exceed the approved total amount and that it is believed will benefit CyRide.

The not-to-exceed amount for the fuel contracts bid is calculated based on 210,000 gallons multiplied by the 2012/13 budget price per gallon of $3.50 per gallon.

The Transit Board of Trustees approved a not-to-exceed amount of $735,000 for fuel purchases at its January 19, 2012 meeting.

ALTERNATIVES:

1. Approve up to five, two-month fuel contracts at a total price not-to-exceed $735,000 and accept fixed rate + mark-up/deduct for the remainder of CyRide's fuel purchases.

2. Do not enter into a contract at this time and direct staff to develop additional proposals.

3. Do not enter into a contract and instead purchase fuel at the time it is needed at the market rate.

MANAGER'S RECOMMENDED ACTION:

Since fuel is one of CyRide's largest budget items, stabilizing and possibly reducing this cost through fuel contracting has proven to be a successful method for the transit system to operate its service.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby purchasing a portion of CyRide's fuel requirements under a contract and the remainder under fixed rate + markup/deduct as described above.

ITEM # 12
DATE: 02-14-12

COUNCIL ACTION FORM

SUBJECT: **PROFESSIONAL SERVICES FOR POWER PLANT FIRE RISK MITIGATION**

BACKGROUND:

The City's current boiler, machinery, and property insurance carrier has noted deficiencies in the City's power production fire protection program. Staff has made some progress in addressing some of the insurer's recommendations, but there are situations where staff's and the insurance company's priorities differ. In order to address these fire risks and possible loss events, staff is pursuing a contract to provide fire protection engineering, contract administration, and possible field installation oversight. The fire protection standards of today are more inclusive than the requirements when the Plant was originally built.

The 2012-2017 Capital Improvements Plan recently submitted to the City Council outlines planned fire protection improvements to various facilities within Electric Production. The Risk Manager and the Utility staff have agreed that the projects in this plan will address the most pressing needs for fire protection upgrades within Production. Staff will utilize this contract to prioritize our plans with the City's Risk Manager and the insurance company to achieve the most value and protection for the dollar.

This contract will allow the Power Plant to hire an engineering firm with fire protection expertise or a fire protection firm to act as the Owner's Engineer/Designer/Representative for various fire risk mitigation studies, for the preparation of specific fire system and installation design and specifications, and for fire system installation management, inspection and testing.

Anticipated areas of study and projects include: 1) Steam Turbine Generator oil systems protection with focus on the single walled oil pipe and bearings; 2) Cooling Tower fire risk mitigation; 3) Combustion Turbine fuel oil systems, generators, main transformers, engines, control rooms, auxiliary equipment areas and work shop; 4) 300,000 gallon above ground oil storage facility (Underground Storage Tanks project); and 5) main plant control, computer and cable spread areas.

The scope of work requires the engineering firm to: 1) be the engineer for the areas listed above, 2) develop plans and specifications, 3) provide detailed cost estimates, 4) provide lists of potential bidders, 5) evaluate contractors, 6) carry out contract management and 7) perform field installation administration as needed, required, and requested for each project. Council should note that this engineering firm will not be allowed to contract for any part of the actual fire protection system installation.

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On August 5, 2011, the request for proposal (RFP) document was issued to twenty-one firms for proposals. It was also sent to one planroom. On September 16, 2011, staff received competitive proposals from six firms. These proposals were then sent to an evaluation committee consisting of the Power Plant Manager, Power Plant Engineer, Power Plant Operations Superintendent, and Risk Manager.

The committee members independently evaluated and scored all three of the proposals. Each proposal was evaluated based on: 1) knowledge, capabilities, skills, and abilities of the proposed project team based on information submitted; 2) firms' experience lists with similar projects; 3) price; and 4) firms' experience with the facilities involved.

Based on the matrix, the averaged scores are as follows:

OFFERORS	AVERAGED SCORE
Black & Veatch, Kansas City, MO	834.50
Burns & McDonnell, Chesterfield, MO	764.00
Hughes Associates, Inc., Baltimore, MD	737.50
Brown Engineering Company, Des Moines, IA	692.00
Innovative Engineers, Inc., Iowa City, IA	665.00
Rolf Jensen & Associates, Inc., Chicago, IL	507.50

Each score was based on a scale of 1 to 10. Overall, 1,000 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 Black & Veatch, Kansas City, Missouri, for an amount not to exceed $50,000. Payments would be calculated on unit prices bid for actual work performed. **Council should note that this contract will be for one year. This contract also includes provisions that allow it to be renewed for up to four additional twelve month periods for a total contract length of not more than five years. Renewals periods are at the City's option and are contingent upon approval by the City Council. Staff believes that consistency in the engineering firm for the next several years will be advantageous in keeping contractors accountable for implementing the engineered work.**

Staff believes that in order to accomplish the needed protection in the most economical way possible, the assistance of a specialized engineering firm is needed to prioritize and establish a sensible path to react to individual recommendations of our insurance carrier. Funding is available from the 2011/12 Capital Improvements Plan in the Power Plant Fire Protection System Project.

ALTERNATIVES:

1) Award a contract to Black & Veatch, Kansas City, MO, for the Professional Services for Fire Risk Mitigation in an amount not to exceed $50,000. The contract includes a provision that would allow the City to renew the contract for up to four additional one-year terms.

2) Reject all proposals and ask staff to take proposals on upcoming projects individually, thus delaying the engineering for all of the projects.

MANAGER'S RECOMMENDED ACTION:

This work is necessary for fire risk mitigation (fire detection, alarm, & suppression) to protect critical plant equipment. If not done, the loss event resulting from a fire could be catastrophic because electricity production could stop. It is cost-effective for the Power Plant to have a company under contract to provide these services because of their specialized knowledge of current National Fire Protection Association (NFPA) code requirements and of mitigation equipment currently utilized in this industry.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, awarding a contract to Black & Veatch, Kansas City, MO, for the Professional Services for Fire Risk Mitigation for an amount not to exceed $50,000. The contract includes a provision that would allow the City to renew the contract for up to five additional one-year terms.

ITEM # 13
DATE: 02-14-12

COUNCIL ACTION FORM

SUBJECT: **STANGE TRANSFORMER LTC INSTALLATION**

BACKGROUND:

This project is for the installation of a City supplied transformer load tap changer (LTC) at the Stange substation. Transformer LTC's are needed to regulate distribution feeder voltage at the substation. LTC's have many moving mechanical parts that require regular, routine maintenance. Over time these mechanisms require more extensive work and the entire mechanism must be replaced or refurbished. This project involves the more extensive replacement of the Stange substation LTC with a fully refurbished unit. It is important to replace this LTC to avoid a catastrophic failure, since LTC failures have been known to result in extensive damage to the transformer, which is much more expensive to repair or replace.

This work requires that the substation transformer be removed from service, which in turn will require switching the feeder loads served by the transformer to other substations. While Electric Services typically has adequate capacity to allow for planned outages of this kind, it is desirable to minimize exposure of the electric system to a second outage possibility through the use of a contracted service provider that is well prepared to complete this work. This will assure competent completion of the installation and minimize the period of time that the transformer is out of service. The project will be completed during an outage scheduled for early to mid spring 2012.

On January 11, 2012, the bid document was issued to nineteen potential bidders. The project was also advertised on the Current Bid Opportunities section of the Purchasing webpage and was sent to one planroom.

On January 25, 2012, six bids were received as demonstrated on the attached report. Electric Services staff reviewed the bids and determined that the bid submitted by North America Substation Services (NASS) was non-responsive, since there were no prices submitted with the bid.

Staff performed extensive evaluation of the apparent low bid in the amount of $44,404.08 submitted by Tri-City Electric Company of Iowa. During the evaluation, staff contacted the references submitted with the bid and discovered that this bidder has historically (based on these references submitted) done work at facilities that are primary metered at 13.8kv with smaller transformers (2500 kva) with no LTC distribution equipment. Our transformer is a 25,000kva Substation class with a LTC. Staff found no history or reference for this firm to perform this type of work on a Substation Class transformer 15 MVA or larger. Additionally, this bidder is proposing a one month outage which is not acceptable. Buying the LTC leads to shorten outage time would put the cost about the same as next highest bidder. Based on these findings, staff recommends that the apparent low bidder not be considered for this project.

Staff has concluded that the apparent second low bid in the amount of $58,003.64 submitted by Utilities Plus Energy Services, Inc., Elk River, Minnesota is acceptable. This bidder meets our minimum technical requirements and has performed work on a transformer like ours at another location in Iowa. The contact person at that location was pleased with this bidder's work and would use them again. Additionally, the bidder can start work within one to two weeks after award and complete work in four to five days, providing new leads for LTC .

Funding is available from the approved 2011/12 Electric Services budget, which contains $210,000 for Minor Distribution Substation Improvements.

<u>ALTERNATIVES</u>:

1. Award a contract to Utilities Plus Energy Services, Inc., Elk River, MN, for the Stange Transformer LTC Installation in the amount of $58,003.64.

2. Award this contract to the low bidder.

3. Reject all bids and delay the Stange transformer LTC installation.

<u>MANAGER'S RECOMMENDED ACTION</u>:

This project will address the need to replace the Stange Road Substation LTC, which is necessary in order to regulate distribution feeder voltage. It is crucial to have this work done to avoid a much more expensive transformer failure in the event of an LTC failure.

Utilizing an inexperienced contractor significantly increases the risk of project delays, cost overruns and low quality results. Utilities Plus has history of performing projects of this size and scope successfully and can meet the outage scheduled duration.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby awarding a contract to Utilities Plus Energy Services, Inc., Elk River, MN, for the Stange Transformer LTC Installation in the amount of $58,003.64.

	INVITATION TO BID NO. 2012-106 STANGE TRANSFORMER LTC INSTALLATION					
Bidder:	**Tri-City Electric Company of Iowa, Davenport, IA**	**Utilities Plus Energy Service, Inc., Elk River, MN**	**SPX Transformer Solutions, Inc., Waukesha, WI**	**Eaton Corp., Urbandale, IA**	**S.D. Myers, Inc., Tallmadge, OH**	**North American Substation Services, Altamonte Springs, FL**
BASE						
Perform the Stange transformer LTC installation as specified	$44,404.08	$58,003.64	$59,518.75	$90,620.00	$104,105.65	Non-Responsive
Sales and/or Use taxes (7%) included in the above amount	$2,068.08	$3,750.00	$3,893.75	To be determined	$6,810.65	
OPTION 1:						
Additional cost if transformer needs drying out	$4,890.40	$3,531 / day	$250.00 / hr	$4,500.00 / day	$7,757.50 / day	
Sales and/or Use taxes (7%) included in the above amount	$274.40	$231.00	Plus 7%	To be determined	$507.50	
OPTION 2:						
Additional cost if extra heating of core and coil is needed	$4,890.40	$3,531 / day	$250.00 / hr	$4,500.00 / day	$7,040.60 / day	
Sales and/or Use taxes (7%) included in the above amount	$274.40	$231.00	Plus 7%	To be determined	$460.60	

ITEM # 14
DATE: 02-14-12

COUNCIL ACTION FORM

SUBJECT: 2011/12 AMES MUNICIPAL CEMETERY IMPROVEMENTS – FENCING PROJECT

BACKGROUND:

This project is for construction of a black ornamental fence along the 13th Street, Maxwell Avenue, and Crawford Avenue bordering the Ames Municipal Cemetery.

The existing chain-link fence has bordered the cemetery for at least 40 years. Five years ago, in an effort to improve the appearance of this unsightly fence, City crews painted it. This measure proved successful for only a few years; however, the fence is once again rusting and unsightly. The labor-intensive effort of painting the fence was not cost-effective.

The powder-coated fence that is proposed is expected to last many years with minimal maintenance. In addition, the decorative fence will enhance the appearance of this City-owned property and be visually appealing to the neighborhood and those who travel along 13th Street.

This project is shown in 2011/12 Capital Improvements Plan in the amount of $60,000 from Local Option Sales Tax. Costs are estimated at $52,000.

ALTERNATIVES:

1. Approve the 2011/12 Ames Municipal Cemetery Improvements – Fencing Project by establishing March 7, 2012, as the date of letting and March 27, 2012, as the date for report of bids.

2. Direct Staff to revise the project.

MANAGER'S RECOMMENDED ACTION:

This project will improve the appearance of the Ames Municipal Cemetery and enhance the neighborhood. The fence will be installed prior to Memorial Day activities in May.

Therefore, it is the recommendation of the City Manager that the City Council accept Alternative No. 1, thereby approving 2011/12 Ames Municipal Cemetery Improvements – Fencing Project by establishing March 7, 2012, as the date of letting and March 27, 2012, as the date for report of bids.

ITEM # 15
DATE: 02-14-12

COUNCIL ACTION FORM

SUBJECT: ELECTRIC SERVICES UNDERGROUND TRENCHING CONTRACT

BACKGROUND:

Electric Services does not have its own trenching or excavating equipment. Electric Services' current procedure is to obtain quotes from contractors to perform the services as needed. This leaves the City exposed to market forces regarding prices and availability for labor, equipment, travel, and supplies. Additionally, a great deal of time is spent by staff to contract for these services. Rather than bid and price this work multiple times per year with the result being inconsistency of work and quality as different vendors participate, it is recommended that these services be procured on an annual renewable contract basis. The contract would set in place known rates for service and would guarantee availability, thereby controlling costs.

The contract proposed here is for underground trenching and excavation services for Electric Services. The scope of work consists of a contractor furnishing all equipment, tools, labor, and materials not supplied by Electric Services for excavating, trenching, directional-boring and backfilling for installation of conduits, ground sleeves, box pads, vaults, handholes, and other appurtenances. The work also includes the necessary clearing, sheeting and shoring, boring and jacking, dewatering, pipe embedment, and other appurtenant work. Trenching and excavation services can be required as part of new construction or maintenance projects. These services are occasionally needed during off hours as part of emergency repairs.

The approved FY 2011/12 operating budget for Underground System Improvements includes $195,000. Trenching and excavation services would be included in this account. The trenching and excavation services covered by this contract would also be used for the relocation of Electric Services facilities to clear sites for Public Works roadway improvement projects. Funds have been designated in various CIP projects for those relocation activities.

ALTERNATIVES:

1. Approve preliminary plans and specifications for underground trenching contract for Electric Services, and set March 14, 2012, as the bid due date and March 27, 2012, as the date of public hearing and award of contract.

2. Purchase underground trenching services on an as-needed basis.

MANAGER'S RECOMMENDED ACTION:

These services are necessary to provide trenching and excavation for new construction, maintenance, and emergency repair activities of the Electric Services Department. The annual renewable contracting process will reduce the City's exposure to market forces regarding prices and availability for labor, equipment, travel, and supplies for these services. Additionally, City staff will save considerable time obtaining quotes, evaluating bids and awarding the services.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving preliminary plans and specifications for the underground maintenance trenching contract for Electric Services, and setting March 14, 2012, as the bid due date and March 27, 2012, as the date of public hearing and award of contract.

Memo

City Clerk's Office

TO: Mayor and Members of the City Council

FROM: City Clerk's Office

DATE:

SUBJECT: Contract and Bond Approval

There are no Council Action Forms for Item Nos. **16** through **18**. Council approval of the contract and bond for these projects is simply fulfilling a *State Code* requirement.

/jlr

ITEM # 19
DATE: 02-14-12

COUNCIL ACTION FORM

SUBJECT: 2009/10 AIRPORT IMPROVEMENTS PROGRAM (TAXIWAY A1 AND TAXIWAY A DRAINAGE)

BACKGROUND:

The projects included in the Airport Improvements program are identified in the City's Airport Master Plan, which details airport development needs for a ten-year period. The Master Plan Update completed in 2008 identifies projects that qualify for Federal Aviation Administration (FAA) funding. FAA funding provides for 95 percent of the cost of identified projects.

This specific project included the redesign and replacement of Taxiway A1, which connects the east hangar area to Runway 01/19. It also included various grading and drainage improvements in the areas next to the pavement work.

On May 11, 2010, Council awarded this contract to Con-Struct, Inc., in the amount of $970,170.85.

Change Order No. 1, in the amount of $40,272.60, was administratively approved by staff. Items in this change order related to additional rock stabilization needed due to poor soil conditions found during excavation.

Change Order No. 2, in the amount of $4,951.60, was also administratively approved by staff. Items included additional required taxiway pavement markings identified by the FAA during coordination throughout the project.

Change Order No. 3, a reduction of $25,706.66, is a balancing change order reflecting final adjustments to the contract and actual final project quantities as completed and approved by the FAA during their review of the project.

The costs associated with this project include the following:

Con-Struct, Inc. (original construction contract)	$ 970,170.85
Con-Struct, Inc. (Change Orders No. 1, 2, and 3)	**$ 19,517.54**
Engineering and Construction Administration	$ 283,504.72
Total Cost	$ 1,273,193.11

This project received an approved FAA grant for matching funds for 95 percent of all eligible costs. Based upon the estimated project total, this will provide approximately $1,273,193.11 in federal funding. The local match requirement of five percent, totaling $63,659.66, is designated from the Airport Construction Fund.

ALTERNATIVES:

1a. Approve Change Order No. 3 for a contract reduction in the amount of $25,706.66.

b. Accept the 2009/2010 Airport Improvements Program (Taxiway A1 and Taxiway A Drainage) as completed by Con-Struct, Inc., of Ames, Iowa, in the amount of $989,688.39.

2. Direct staff to pursue modifications to the project.

MANAGER'S RECOMMENDED ACTION:

Construction is complete and respective airport surfaces are open to air traffic. Approval of these change orders will allow for the project to move through the final completion process in accordance with all FAA and City of Ames regulations.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving Change Order No. 3 for a contract reduction in the amount of $25,706.66, and accepting the 2009/2010 Airport Improvements Program (Taxiway A1 and Taxiway A Drainage) as completed by Con-Struct, Inc., of Ames, Iowa, in the amount of $989,688.39.

ITEM # 20
DATE: 02-14-12

COUNCIL ACTION FORM

SUBJECT: 2011/12 COMMUNITY DEVELOPMENT BLOCK GRANT PUBLIC FACILITIES NEIGHBORHOOD INFRASTRUCTURE IMPROVEMENTS (NORTH HAZEL AVENUE / NORTH 3RD STREET)

BACKGROUND:

This program was part of the City's 2011/12 Community Development Block Grant (CDBG) Annual Action Plan. The Neighborhood Infrastructure Improvements Program (curb, streets, sidewalks, etc.) targets low and moderate income census tracts. The objective is to replace and/or repair curbs, driveway approaches, sidewalks, and/or street resurfacing areas that have deteriorated and are causing accelerated pavement failure. The overall goal of the program is to preserve and enhance the viability and aesthetics of our core existing neighborhoods.

This specific project replaced the deteriorated pavement on North Hazel Avenue. North Hazel is in a targeted census tract where at least 51 percent of the residents have income at or below 80 percent of the Story County median income limits.

On June 14, 2011, City Council awarded this contract to Manatt's, Inc., of Ames, Iowa, in the amount of $287,993.17. Construction was completed in the amount of $414,087.63, which included additional reconstruction along North 3rd Street between North Hazel Avenue and North Russell Avenue. This work was added by Change Order No. 1 approved by Council on August 23, 2011. Engineering and construction administration expenses were $62,113 bringing the overall project cost to $476,201.

The project was originally financed with $300,000 in CDBG funds. However, an additional $100,000 in CDBG funds was transferred to this Neighborhood Infrastructure Improvement program through Change Order No. 1 on August 23, 2011. Engineering, construction administration, and the remaining construction costs are being covered by remaining unobligated General Obligation Bond funds.

ALTERNATIVES:

1. Accept the 2011/12 CDBG Public Facilities Neighborhood Infrastructure Improvements Program completed by Manatts, Inc., of Ames, Iowa, in the amount of $414,087.63.

2. Direct staff to pursue modifications to this project.

MANAGER'S RECOMMENDED ACTION:

This neighborhood enhancement project has now been completed in accordance with the approved plans and specifications.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby accepting the 2011/12 CDBG Public Facilities Neighborhood Infrastructure Improvements Program by Manatt's, Inc. of Ames, Iowa, in the amount of $414,087.63.

ITEM # 21
DATE: 02-14-12

COUNCIL ACTION FORM

SUBJECT: 2010/11 CYRIDE ROUTE PAVEMENT IMPROVEMENTS (ONTARIO STREET)

BACKGROUND:

This annual program is for pavement improvements to streets that are or were CyRide bus routes. These streets were originally designed and built for light, residential traffic. With these streets designated as bus routes, accelerated deterioration of the street surface has occurred. These pavement improvements will restore street sections to carry the projected traffic weights and volumes.

This project location was Ontario Street from Kentucky Avenue to Idaho Avenue. The project included removal and replacement of the existing pavement with a new three-lane configuration including a dedicated center turn lane, storm sewer rehabilitation, and extending the existing shared use path from Idaho Avenue to Kentucky Avenue.

On May 10, 2011, City Council awarded this contract to Manatts, Inc., of Ames, IA in the amount of $690,588.76. Construction was completed in the amount of $672,478.46. Engineering, construction administration, and right-of-way acquisition expenses were $206,832, bringing the total project cost to $879,311.

This project is shown in the 2010/11 approved budget with financing in the amount of $900,000 in General Obligation Bonds, $22,287 in Electric Utility Funds, as well as $73,375 in Local Option Sales Tax for the Shared Use Path Expansion. This brings total project funding to $995,662. Remaining G.O. Bonds will be used for future infrastructure projects.

ALTERNATIVES:

1. Accept the 2010/11 CyRide Route Pavement Improvements (Ontario Street) as completed by Manatts, Inc. of Ames, Iowa, in the amount of $672,478.46.

2. Direct staff to pursue modifications to the project. .

MANAGER'S RECOMMENDED ACTION:

This project has now been completed in accordance with the approved plans and specifications. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby accepting the 2010/11 CyRide Route Pavement Improvements (Ontario Street) as completed by Manatts, Inc. of Ames, Iowa, in the amount of $672,478.46.

CITY OF AMES IOWA

Caring People
Quality Programs
Exceptional Service

Electric Services

Electric Engineering Division
502 Carroll Ave., P. O. Box 811
Ames, Iowa 50010-0811
Phone: 515-239-5174
Fax: 515-239-5308

January 31, 2012

The Honorable Mayor and City Council
City of Ames
515 Clark Avenue
Ames, Iowa 50010

Ladies and Gentlemen:

I hereby certify that the utilities and street lights required as a condition for approval of the Final Plat of Airport Business Park Subdivision have been installed in an acceptable manner.

As a result of this certification, the financial security for public improvements on file with the City for this Subdivision may be released in full.

Sincerely,

Mark Imhoff

Mark Imhoff
Electrical Engineer
City of Ames

ITEM # 23
DATE: 02-14-12

COUNCIL ACTION FORM

SUBJECT:PLAT OF SURVEY – 808 AND 1098 EAST LINCOLN WAY

BACKGROUND:

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

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

The subject site is located at:

Street Address:	808 East Lincoln Way and 1098 East Lincoln Way
Assessor's Parcel #:	0912100010 and 0912100025
Legal Description:	Parcel E and Parcel F in NW ¼ or NW ¼ Section 12-83-24
Owner:	SEICO Investment Company (808 East Lincoln Way), Diane Schulte (1098 East Lincoln Way)

A copy of the proposed plat of survey is attached for Council consideration. The boundary line adjustment is intended to facilitate a possible expansion of the business at 808 East Lincoln Way. The boundary line adjustment will create a parcel split by two different zoning designations (HOC and GI). However, the Ames *Municipal Code* requires that the more restrictive apply. In this case, the requirements of the HOC district will apply to any development. The current business is an allowed use in the HOC district.

Pursuant to Section 23.308(4)(c), a preliminary decision of approval for the proposed plat or survey has been rendered by the Planning & Housing Department, subject to the following conditions:

1. None.

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

☐ Installed prior to creation and recordation of the official plat of survey and prior to issuance of zoning or building permits.

☐ Delayed, subject to an improvement guarantee as described in Section 23.409.

☒ Not Applicable.

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

ALTERNATIVES:

1. The City Council can adopt the resolution approving the proposed plat of survey if the Council agrees with the Planning & Housing Director's preliminary decision.

2. The City Council can deny the proposed plat of survey if the City Council finds that the requirements for plats of survey as described in Section 23.307 have not been satisfied.

3. The City Council can refer this back to staff and/or the owner for additional information.

MANAGER'S RECOMMENDED ACTION:

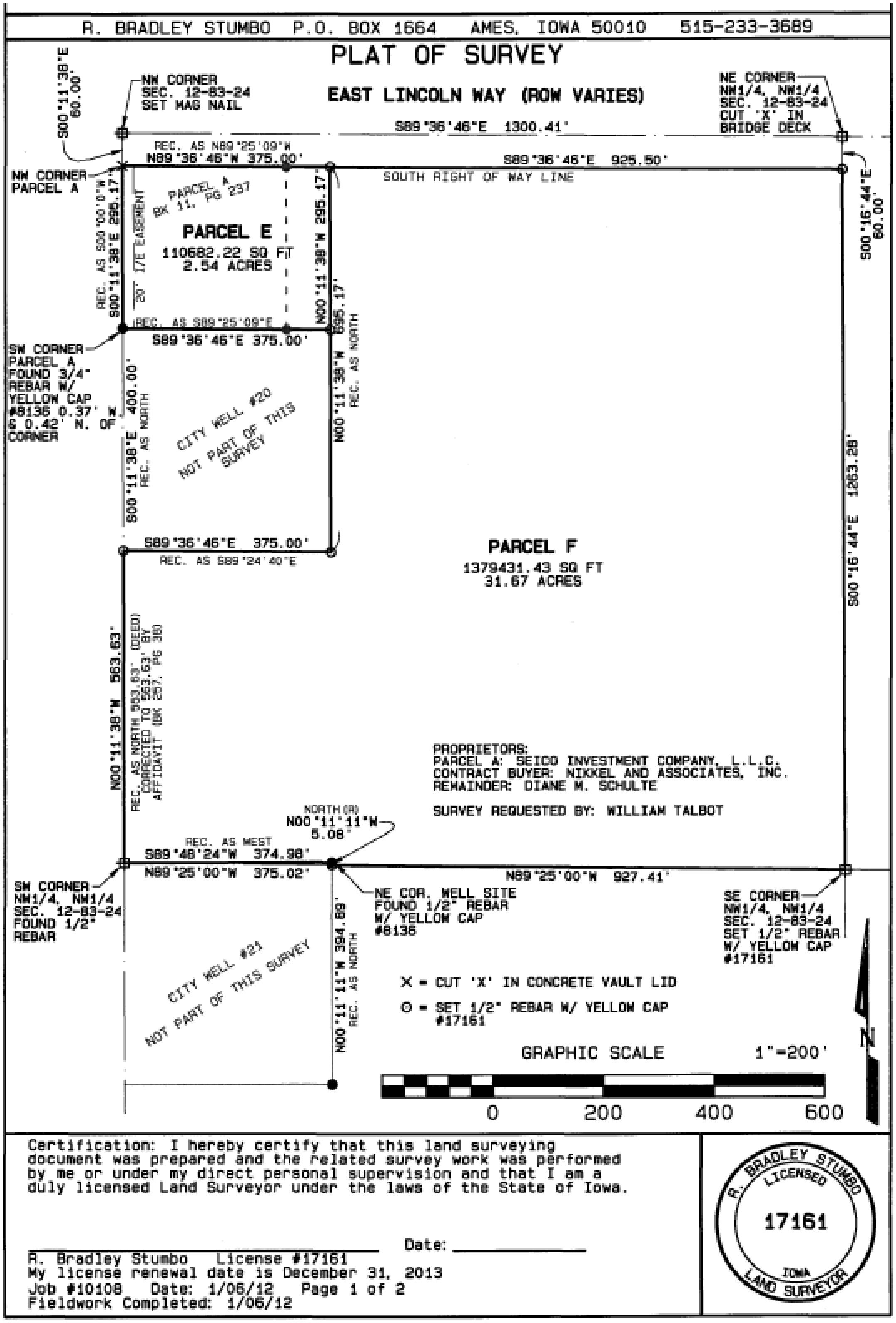
The Planning & Housing Director has determined that the proposed plat of survey satisfies all code requirements, and has accordingly rendered a preliminary decision to approve the proposed plat of survey.

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

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

Aerial Map of Subject Site

PROPOSED PLAT OF SURVEY



ITEM #   24
DATE   02-14-12

COUNCIL ACTION FORM

SUBJECT:PLAT OF SURVEY – 111 AND 117 LINCOLN WAY, 113 NORTH DAKOTA, AND 104 SOUTHBEND DRIVE

BACKGROUND:

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

☐ Conveyance parcel (per Section 23.307)

☒ Boundary line adjustment (per Section 23.309)

☐ Re-plat to correct error (per Section 23.310)

☐ Auditor's plat (per Code of Iowa Section 354.15)

The subject site is located at:

Street Address: 111, 117 Lincoln Way, 113 North Dakota Avenue and 104 Southbend Drive

Assessor's Parcel #: 0906478090, 0906478100, 0906478110, 0906478120

Legal Description: Parcels P, Q, R, and S in the Southeast Quarter of the Southeast Quarter of Section 6, Township 83 North, Range 24 West of the Fifth P.M.

Owner: John Litzel, et al

A copy of the proposed plat of survey is attached for Council consideration. The plat reestablishes the existing boundary lines for Parcels P and S and adjusts the existing boundary between Parcels Q and R.

Pursuant to Section 23.308(4)(c), a preliminary decision of approval for the proposed plat or survey has been rendered by the Planning & Housing Department, subject to the following conditions:

1. None

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

☐ Installed prior to creation and recordation of the official plat of survey and prior to issuance of zoning or building permits.

☐ Delayed, subject to an improvement guarantee as described in Section 23.409.

☒ Not Applicable.

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

ALTERNATIVES:

1. The City Council can adopt the resolution approving the proposed plat of survey if the Council agrees with the Planning & Housing Director's preliminary decision.

2. The City Council can deny the proposed plat of survey if the City Council finds that the requirements for plats of survey as described in Section 23.307 have not been satisfied.

3. The City Council can refer this back to staff and/or the owner for additional information.

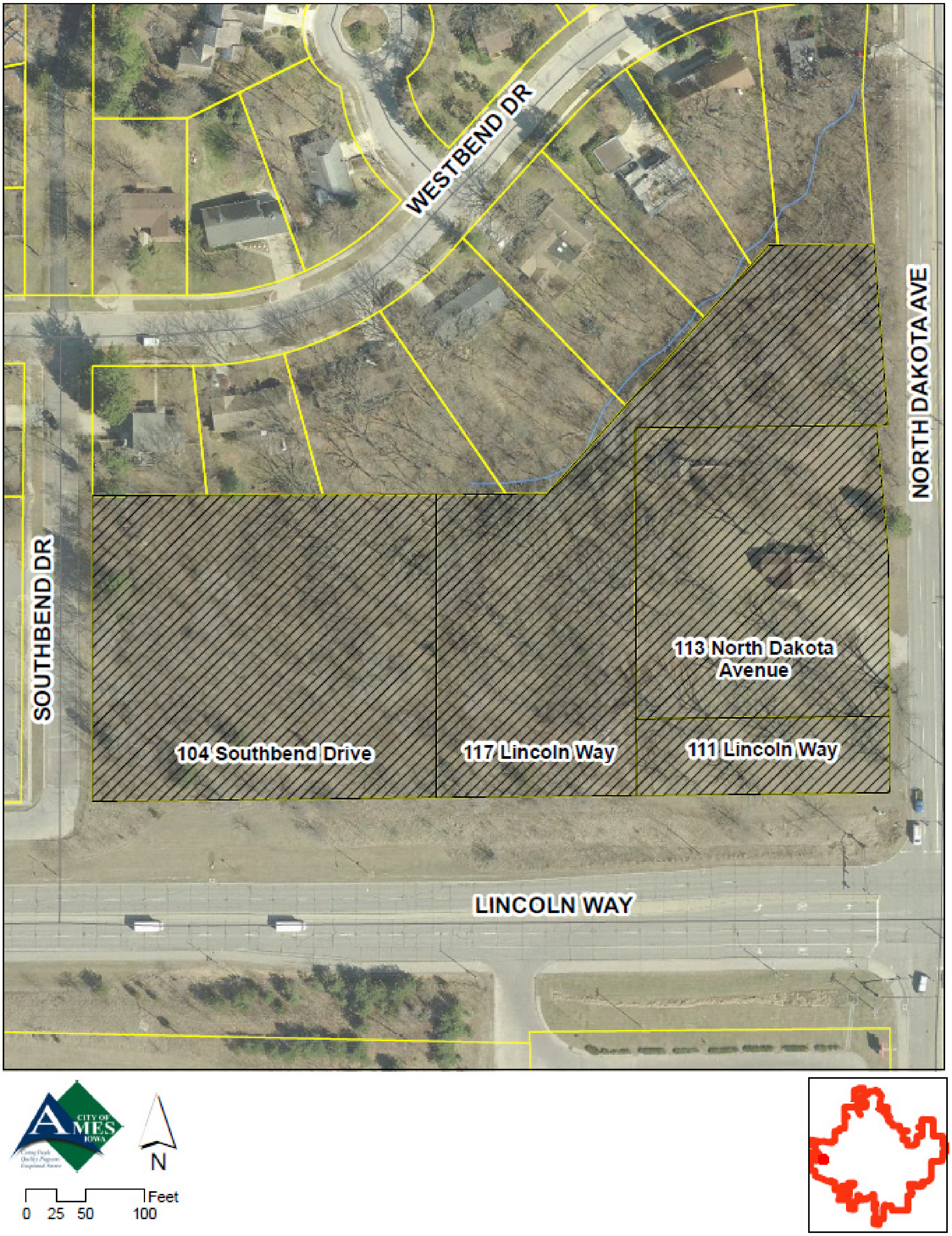
MANAGER'S RECOMMENDED ACTION:

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

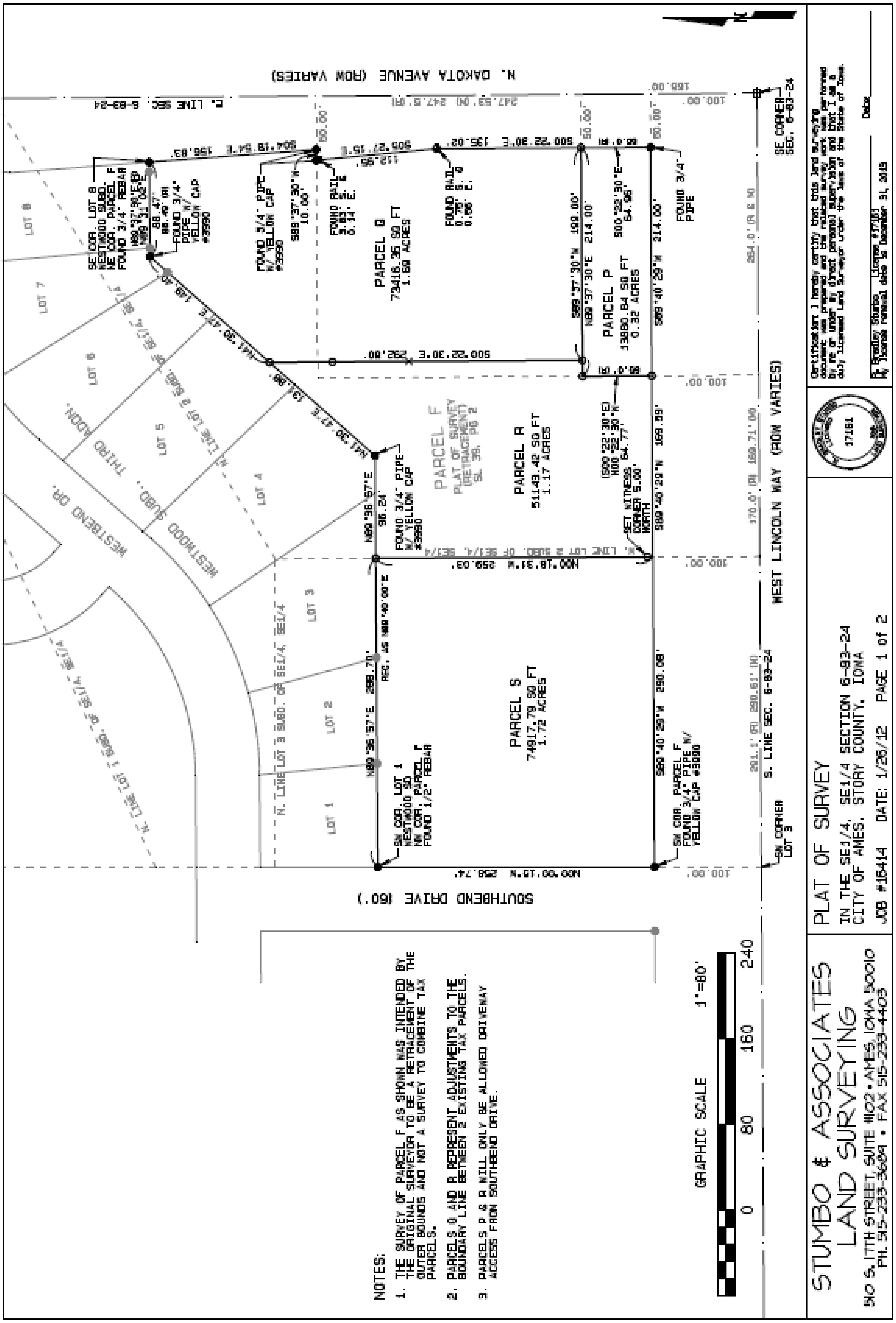
Therefore, it is the recommendation of the City Manager that the City Council act in accordance with Alternative #1, which is to adopt the resolution approving the proposed plat of survey. Approval of the resolution will allow the applicant to prepare the official plat of survey incorporating all conditions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

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

AERIAL MAP OF SUBJECT SITE



PROPOSED PLAT OF SURVEY



ITEM # 25
DATE: 02-14-12

COUNCIL ACTION FORM

SUBJECT: PLAT OF SURVEY – 4010 & 4110 MARICOPA DRIVE

BACKGROUND:

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

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

The subject site is located at:

Street Address:	4010 & 4110 Maricopa Drive
Assessor's Parcel #:	0917110010 & 0917110020
Legal Description:	Lot 1 & Lot 2 Fountainview Subdivision
Owner:	Hunziker E. A. Development

A copy of the proposed plat of survey is attached for Council consideration. (See attached location map.) **This Boundary Line Adjustment facilitates the further division of these two lots into five total lots for development of apartment buildings.**

Pursuant to Section 23.308(4)(c), a preliminary decision of approval for the proposed plat of survey has been rendered by the Planning & Housing Department, subject to the following conditions: (No conditions)

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

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

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

ALTERNATIVES:

1. The City Council can adopt the resolution approving the proposed plat of survey if the Council agrees with the Planning & Housing Director's preliminary decision.

2. The City Council can deny the proposed plat of survey if the City Council finds that the requirements for plats of survey as described in Section 23.307 have not been satisfied.

3. The City Council can refer this back to staff and/or the owner for additional information.

MANAGER'S RECOMMENDED ACTION:

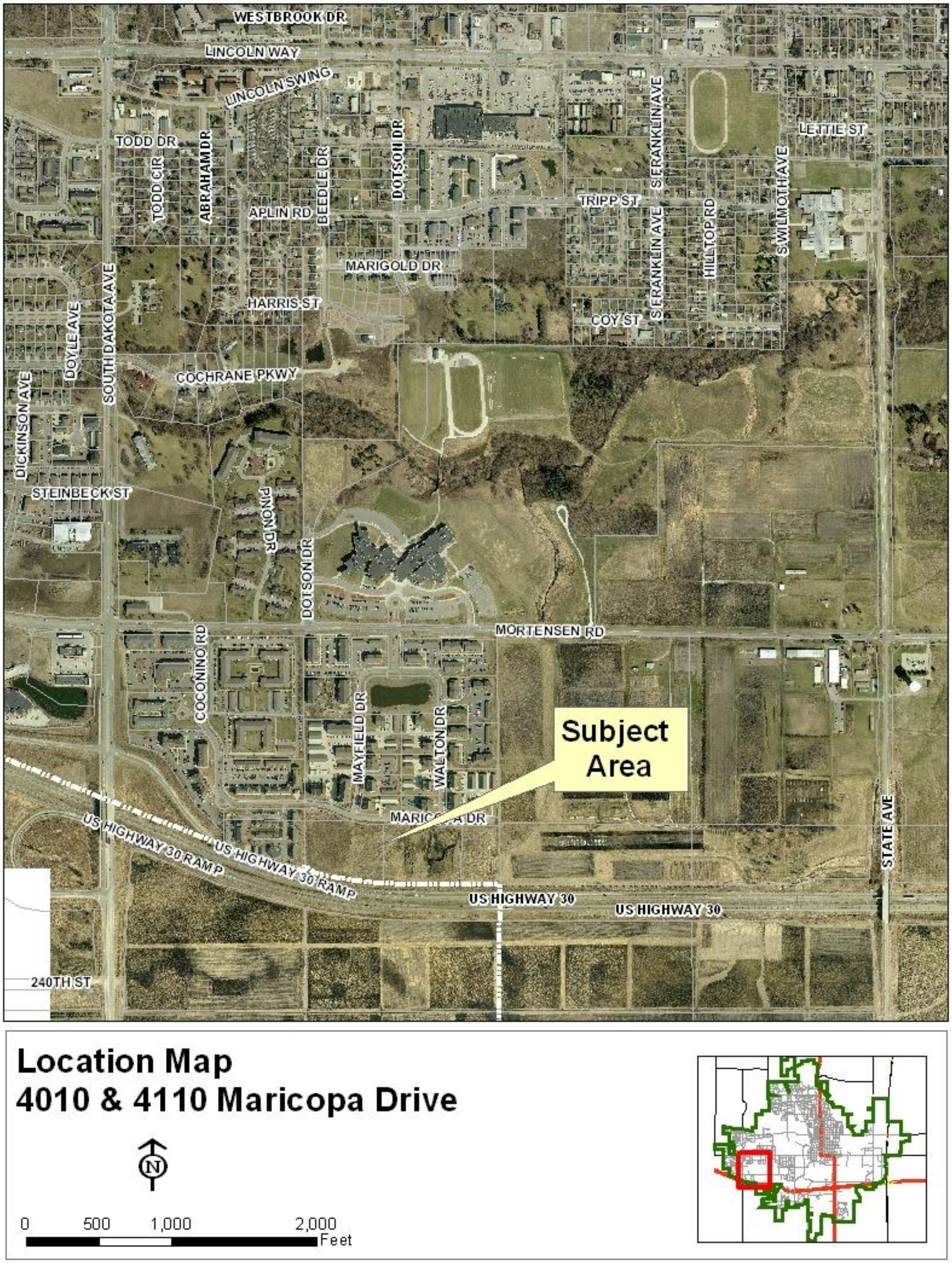
The Planning & Housing Director has determined that the proposed plat of survey satisfies all code requirements, and has accordingly rendered a preliminary decision to approve the proposed plat of survey.

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

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

S:\PLAN_SHR\Council Boards Commissions\CC\Plats of Survey\4010-4110 Maricopa POS 02-14-12.doc

LOCATION MAP



PLAT OF SURVEY

PLAT OF SURVEY
BOUNDARY LINE ADJUSTMENT

CURVE TABLE

CURVE #	LENGHT	RADIUS	Δ DELTA	CHORD DIRECTION	CHORD LENGTH
C1	155.57'	632.56'	14°05'27"	S82°04'24"E	155.18'
C1 (R)	155.68'	633.00'	14°05'30"	S82°04'43"E	155.29'
C2	448.38'	3722.29'	6°54'06"	N82°04'13"W	448.11'
C3	191.35'	3722.29'	2°56'43'	N86°59'38"W	191.33'

NOTE:
1. THE NORTH LINE OF LOT 2, FOUNTAINVIEW SUBDIVISION BEARS S 89°07'28" E, AS SHOWN ON THE FINAL PLAT OF FOUNTAINVIEW SUBDIVISION.

DESCRIPTION

LOT 1 AND LOT 2 OF FOUNTAINVIEW SUBDIVISION, CITY OF AMES, STORY COUNTY, IOWA

PROPRIETOR LOT 1
HUNZIKER, EA DEVELOPMENT, L.L.C.
105 SOUTH 16th ST., SUITE A
AMES, IA 50010

PROPRIETOR LOT 2
HUNZIKER LAND DEVELOPMENT
105 SOUTH 16th ST., SUITE A
AMES, IA 50010

REQUESTED BY:
CHUCK WINKLEBLACK
105 SOUTH 16th ST., SUITE A
AMES, IA 50010

PARCEL 'B' DESCRIPTION:

PART OF LOT 1, FOUNTAINVIEW SUBDIVISION, CITY OF AMES, STORY COUNTY, IOWA; MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF SAID LOT 1; THENCE S 89°08'14" E, 333.80 FEET ALONG THE NORTH LINE OF SAID LOT 1 TO THE SOUTH RIGHT-OF-WAY LINE OF MARICOPA DRIVE; THENCE 155.57 FEET EASTERLY ALONG A 632.56 FOOT RADIUS CURVE ALONG THE NORTH LINE OF SAID LOT 1, CONCAVE NORTHERLY, WITH A CENTRAL ANGLE OF 14°05'27", AND A LONG CHORD OF S 82°04'24" E, 155.18 FEET; THENCE CONTINUING ALONG THE NORTH LINE OF SAID LOT 1, S 89°04'17" E, 45.57 FEET; THENCE S 00°53'55" W, 402.29 FEET TO THE SOUTH LINE OF SAID LOT 1; THENCE 448.38 FEET WESTERLY ALONG A 3,722.29 FOOT RADIUS CURVE ALONG THE SOUTH LINE OF SAID LOT 1, CONCAVE NORTHERLY, WITH A CENTRAL ANGLE OF 06°54'06", AND A LONG CHORD OF N 82°04'13" W, 448.11 FEET; THENCE N 54°02'50" W, 98.07 FEET ALONG THE SOUTHERLY LINE OF SAID LOT 1; THENCE N 00°38'44" W, 310.02 FEET ALONG THE WEST LINE OF SAID LOT 1 TO THE POINT OF BEGINNING.

PARCEL 'B' ALTERNATE DESCRIPTION:

PARCEL 'B' IN LOT 1, FOUNTAINVIEW SUBDIVISION IN THE CITY OF AMES, STORY COUNTY , IOWA AS SHOWN ON THE PLAT OF SURVEY FILED IN THE OFFICE OF THE RECORDER OF STORY COUNTY, IOWA, ON ____________, 2012 AND RECORDED AS INSTRUMENT #12-__________ AND ON SLIDE ________, PAGE __________.

PARCEL 'C' DESCRIPTION:

LOT 2 AND PART OF LOT 1, FOUNTAINVIEW SUBDIVISION, CITY OF AMES, STORY COUNTY, IOWA; MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHEAST CORNER OF SAID LOT 2; THENCE S 00°53'55" W, 405.33 FEET ALONG THE EAST LINE OF SAID LOT 2 TO THE SOUTHEAST CORNER OF SAID LOT 2; THENCE S 89°55'45" W, 166.61 FEET ALONG THE SOUTH LINE OF SAID LOT 2; THENCE N 89°30'19" W, 196.72 FEET ALONG THE SOUTH LINE OF SAID LOT 2; THENCE 191.35 FEET WESTERLY ALONG A 3,722.29 FOOT RADIUS CURVE ALONG THE SOUTH LINE OF SAID LOT 2, CONCAVE NORTHERLY, WITH A CENTRAL ANGLE OF 2°56'43", AND A LONG CHORD OF N 86°59'38" W, 430.13 FEET; THENCE N 00°53'55" W, 402.29 FEET TO THE NORTH LINE OF SAID LOT 1; THENCE S 89°04'17" E, 14.40 ALONG THE NORTH LINE OF SAID LOT 1 TO THE NORTHWEST CORNER OF SAID LOT 2; THENCE S 89°07'28" E, 540.10 FEET ALONG THE NORTH LINE OF SAID LOT 2 TO THE POINT OF BEGINNING.

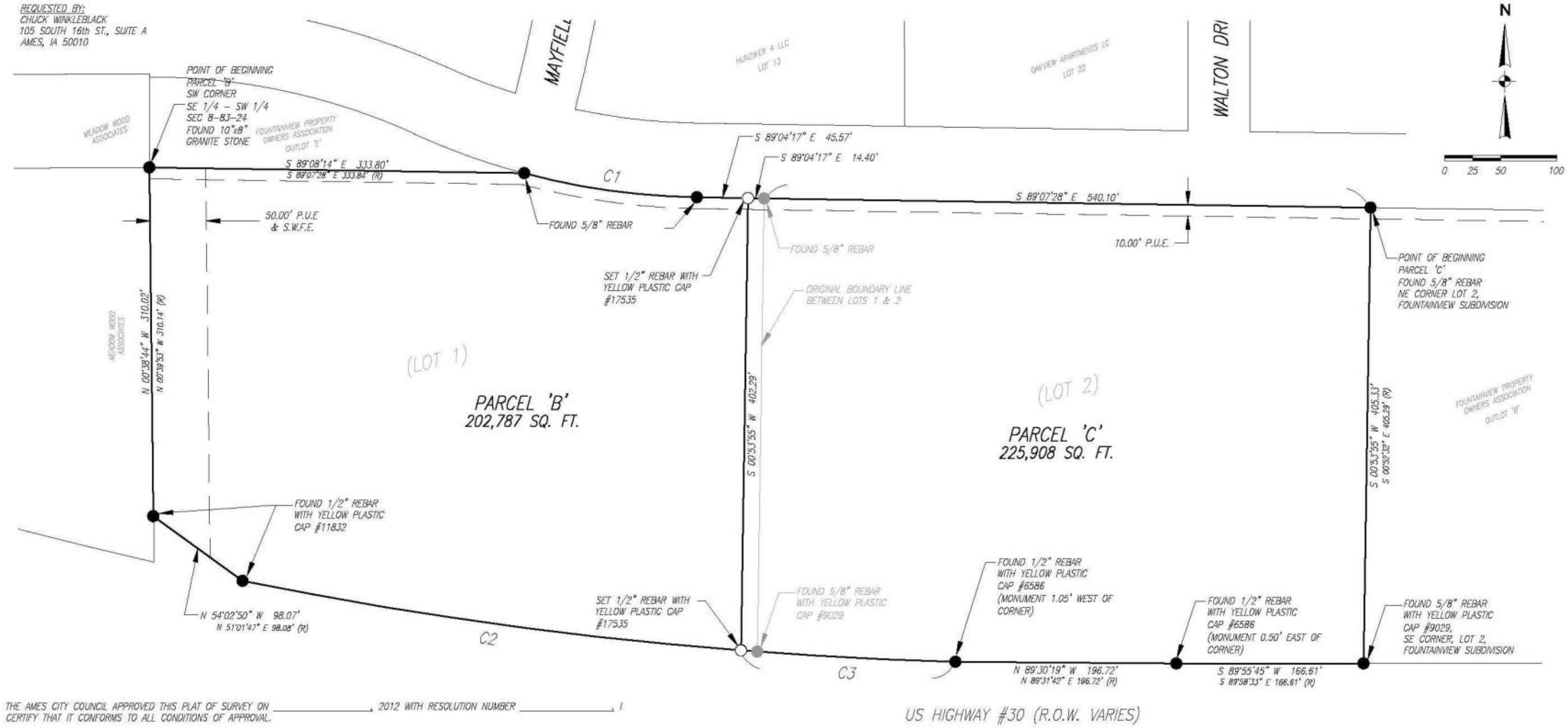
PARCEL 'C' ALTERNATE DESCRIPTION:

PARCEL 'C' IN LOT 1 AND LOT 2, FOUNTAINVIEW SUBDIVISION IN THE CITY OF AMES, STORY COUNTY , IOWA AS SHOWN ON THE PLAT OF SURVEY FILED IN THE OFFICE OF THE RECORDER OF STORY COUNTY, IOWA, ON ____________, 2012 AND RECORDED AS INSTRUMENT #12-__________ AND ON SLIDE ________, PAGE ________.

LICENSED LAND SURVEYOR EUGENE R. DREYER 17535 IOWA

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

Eugene R. Dreyer, P.L.S. Date
License Number 17535
My license renewal date is December 31, 2012
Pages or sheets covered by this seal: 1 OF 1



THE AMES CITY COUNCIL APPROVED THIS PLAT OF SURVEY ON ____________, 2012 WITH RESOLUTION NUMBER ____________. I CERTIFY THAT IT CONFORMS TO ALL CONDITIONS OF APPROVAL.

PLANNING AND HOUSING DIRECTOR

PREPARED BY: EUGENE R. DREYER, ALFRED BENESCH & COMPANY, 223 S. WALNUT AVENUE SUITE C, AMES IA 50010, PHONE: 515-232-1103

benesch
engineers · scientists · planners
Alfred Benesch & Company
223 South Walnut Avenue, Suite C
Ames, Iowa 50010
515-232-1103 Job No. -

PLAT OF SURVEY

BOUNDARY LINE ADJUSTMENT
FOUNTAINVIEW LOTS 1 & 2
AMES, IOWA

REVISIONS		
NO.	DATE	DESCRIPTION
-	-	-
-	-	-
-	-	-

DATE 1/20/2012
JOB NO. 00140073.00
SHEET NO. 1 / 1

ITEM # 26
DATE: 02-14-12

COUNCIL ACTION FORM

SUBJECT: REVISION TO SIDEWALK AND STREET TREES AGREEMENT FOR NORTHRIDGE HEIGHTS 14TH ADDITION

BACKGROUND:

On July 28, 2011, City Council approved the Final Plat for the Northridge Heights 14th Addition, establishing the site where the Grayhawk Apartments are now under construction on the north side of Bloomington Road west of Stange. An Agreement for Sidewalk and Street Trees was also approved providing for completion of two segments of the public walk system before any occupancy permits are approved for those apartment buildings. (See Attachment A showing sidewalk locations.)

On January 24, 2012, the City Council referred to staff a letter from HCS Builders asking permission for temporary occupancy permits to be issued when two of the apartment buildings are completed, which HCS Builders expects to occur before the required walks are completed. The letter states that exceptionally good weather allowed these buildings to be ahead of schedule, although weather and site conditions still prevented the walk from being built. HCS Builders offered to provide financial security to assure completion of the walks. (See Attachment B – Letter from HCS.)

A revised and signed amendment to the Agreement for Sidewalk and Street Trees has been provided that provides for completion of the walks by March 1, 2013, and for financial security. (See Attachment C) The financial security provides for an amount adequate to construct all the walks along Farnham Drive and Bloomington Road.

ALTERNATIVES:

1. The City Council can approve the “First Amendment to Agreement for Sidewalks and Street Trees” for Northridge Heights 14th Addition.

2. The City Council can approve the agreement with conditions.

3. The City Council can choose not approve the agreement.

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

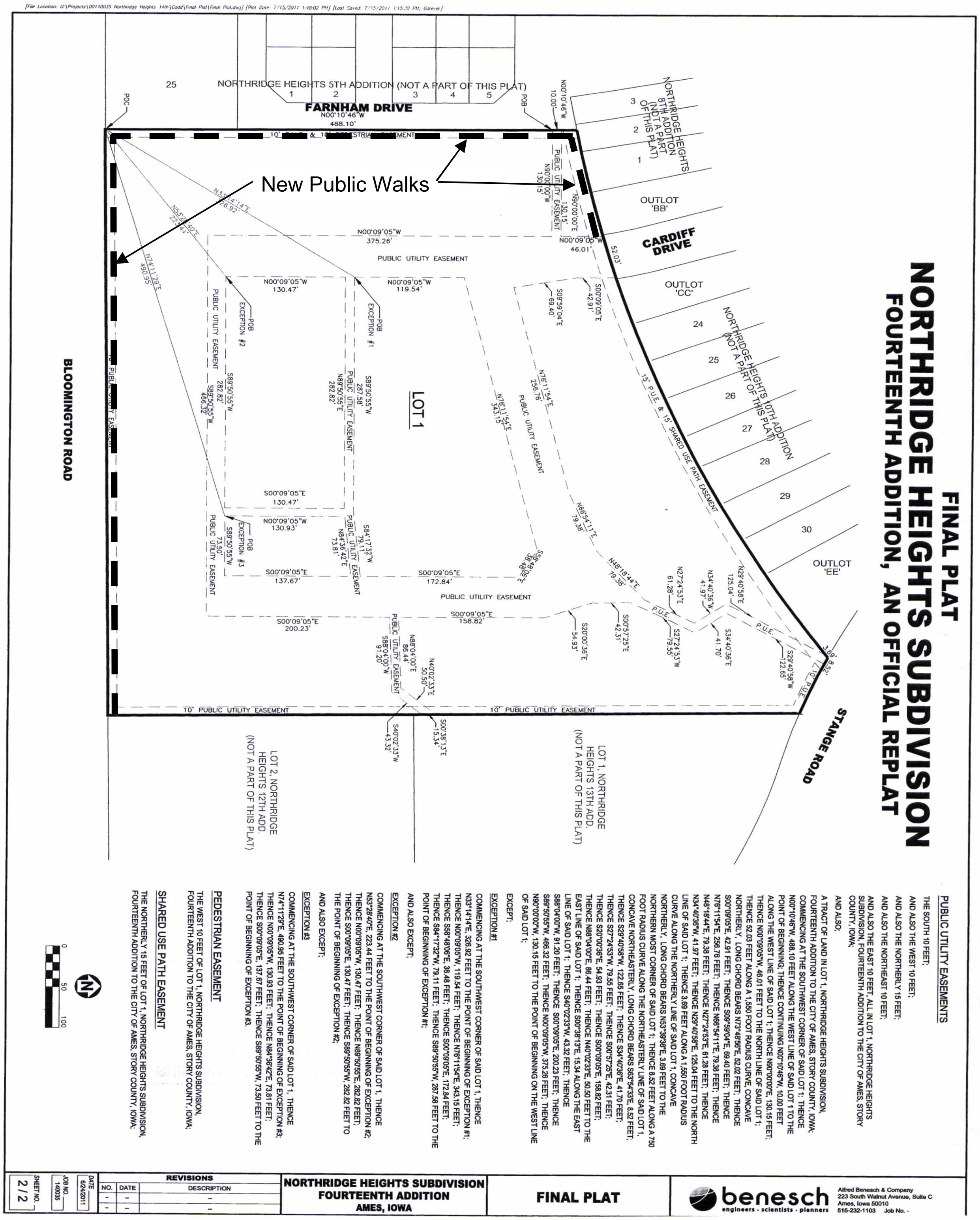
MANAGER’S RECOMMENDED ACTION:

In approving the original sidewalk agreement, City Council affirmed the importance of these walks to the pedestrian system used by the residents of this entire area, especially in accessing the new commercial services. The proposed amendment and financial security will assure that these key links are made soon and also allow new residents to occupy the apartments as soon as each building is completed.

While withholding occupancy is the typical way in which construction of public improvements is assured, the Code also allows for financial security to be posted as a means of granting occupancy prior to completion of those improvements.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the “First Amendment to Agreement for Sidewalks and Street Trees” for Northridge Heights 14th Addition.

Public Walks at Grayhawk Apartments



Letter from HCS Builders

Jeff Benson
Planning and Housing
Ames City Hall
515 Clark Ave.
Ames, Iowa 50010

January 16, 2012

We respectfully request that the apartment buildings at 3715 Grayhawk and 3613 Grayhawk be excluded from the following requirement stated in Paragraph 2 section (b.) of the AGREEMENT FOR SIDEWALK AND STREET TREES signed July 22, 2011.

> (b.) The Owner shall construct all of the sidewalks along the west boundary of Lot 1 (along Farnham Drive) and on the south boundary of Lot 1 (along Bloomington Road) before any building or zoning permit will be issued by the City with respect to the Subdivision or, in the alternative, the Owner may obtain said permits and proceed with construction pursuant to said permits with the understanding that *any and all occupancy permits within the Subdivision under City ordinances shall be withheld until the sidewalks are completed.*

Specifically, our request is that HCS Builders may obtain a temporary occupancy permit for these two properties pending final inspection and approval by the City of Ames Building Inspection Department. Because of the exceptionally good weather over the last four months, 3715 Grayhawk is ahead of schedule and will be ready for March 1st occupancy. Likewise, 3613 Grayhawk will be ready to occupy on April 1st . Historically, concrete construction cannot begin before April 1st because of weather and frost issues. We are asking for the exception only on these two properties. The other five apartments currently under construction will be able to meet the requirement.

The area of the sidewalks in question is approximately 5339 sf. If necessary, HCS Builders is willing to issue a check for $17,000 (the cost of building the sidewalks) that the city could hold to assure performance of all requirements. We intend to begin installing sidewalks as soon as the weather permits in the spring. We feel that these measures will uphold the intent of paragraph (b.) and we ask for your approval. Please respond as soon as possible, because we already have tenants that would like to occupy March 1st.

Sincerely,

Alan Christy

Alan Christy
Vice President
HCS Builders, Inc.

105 South 16th Street
Ames, Iowa 50010-8009
Office 515 239 8690
Fax 515 233 5821
Cell 515 231 8099

RECEIVED
JAN 16 2012
CITY OF AMES, IOWA
DEPT. OF PLANNING & HOUSING

SPACE ABOVE RESERVED FOR OFFICIAL USE

Return document to: David W. Benson, Attorney at law, 1416 Buckeye Ave. Ste. 200, Ames, IA 50010

Document prepared by: David W. Benson , Attorney at law, 1416 Buckeye Ave. Ste. 200, Ames, IA 50010 – 515-956-3913

FIRST AMENDMENT TO AGREEMENT FOR SIDEWALK AND STREET TREES

THIS IS AN AMENDMENT by and between City and Owner as follows:

1. **DEFINITIONS.** As used in this Amendment, unless otherwise required by the context:

a. "City" means the City of Ames, Iowa

b. "Owner" means Uthe Development Company, L.L.C.

c. "Agreement" means the Agreement for Sidewalk and Street Trees dated July 22, 2011, filed August 1, 2011, and recorded as Instrument No. 11-07222.

d. "Subdivision" means Northridge Heights Subdivision Fourteenth Addition, Ames, Story County, Iowa.

2. **AGREEMENT AMENDED.** For good and valuable consideration in hand paid and acknowledged, City and Owner agree that the original terms of the Agreement should be and are hereby amended by striking paragraph 1, subparagraph b, and inserting in lieu thereof the following:

> (b) The Owner shall construct all of the sidewalks along the west boundary of Lot 1 (along Farnham Drive) and on the south boundary of Lot 1 (along Bloomington Road) before any building or zoning permit will be issued by the City with respect to the Subdivision or, in the alternative, the Owner may obtain said building and zoning permits and proceed with construction pursuant to said building and zoning permits and if otherwise qualifying may obtain occupancy permits upon delivery to City of a surety. A surety delivered to the

City under this paragraph shall be in the amount of $18,732.00 and shall be in the form of a cash deposit or a letter of credit. If the surety is in the form of a letter of credit, it shall be an irrevocable letter of credit payable at sight and in a form satisfactory to City. If the surety is in the form of a cash deposit, income thereon shall inure to the benefit of the City. In the event Owner fails to construct the sidewalks before the March 1, 2013, unless extended by the City by a separate written amendment hereto, the City may draw on the surety and complete public improvements not then completed. Upon satisfactory completion of the sidewalks, unused balance of the surety shall be released and returned to the Owner.

3. **AGREEMENT REAFFIRMED.** Except as modified by this Amendment, the Agreement is hereby reaffirmed.

IN WITNESS OF THIS AMENDMENT, City and Owner have caused it to be executed to be effective on the date last executed as follows:

UTHE DEVELOPMENT COMPANY, L.L.C.

By: ______________________________
Charles E. Winkleblack, Manager

By: ______________________________
Dean E. Hunziker, Manager

STATE OF IOWA, STORY COUNTY, SS:
This instrument was acknowledged before me on _________________, 2012, by Charles E. Winkleblack and Dean E. Hunziker as Managers of Uthe Development Company, L.L.C.

____
Notary Public in and for the State of Iowa

-CITY OF AMES, IOWA-

By: ______________________________
John Joiner
Director of Public Works

STATE OF IOWA, STORY COUNTY, SS:
This instrument was acknowledged before me on _________________, 2012, by John Joiner as Director of Public Works for the City of Ames, Iowa.

____
Notary Public in and for the State of Iowa

ITEM # 27a
DATE: 02-14-12

COUNCIL ACTION FORM

SUBJECT: CONSTRUCTION OF PUMP STATION & WASTEWATER METERING IMPROVEMENTS FOR NATIONAL CENTERS FOR ANIMAL HEALTH

BACKGROUND:

On January 10, 2012, Council received bids for the construction of the USDA-National Centers for Animal Health (NCAH) Pump Station and Wastewater Metering Improvements. C.L. Carroll Company, Inc. was the sole responsible, responsive bidder with a total bid price of $860,000. The engineer's estimate and construction budget for this project is $765,890.

As a result of the bid being 12 percent over the engineer's estimate, Council received bids without awarding a contract to allow staff and the USDA additional time to review the project and determine if adequate funding is available or if a portion of the project could be delayed. After reviewing the project, staff and the USDA were both in agreement that construction of all improvements at this time is necessary to ensure the safety of staff maintaining the facilities and to ensure that the USDA continues to have reliable water service and wastewater metering.

The current cost estimate for this project is as follows:

Engineering Services – Design/Bidding Phase	$ 105,112.00
Construction	860,000.00
Construction Inspection Services	52,131.15
Total	$ 1,016,862.15

The current overall project budget contains $934,000 for design, construction, and construction inspection services. The additional funds needed for this project will come from the available Sewer Fund balance.

Since these improvements solely benefit the NCAH, all costs incurred by the City will be reimbursed by the NCAH. USDA staff has confirmed via e-mail that they have an obligation to pay the entire cost of the improvements. To accommodate their budget, staffs from both organizations have agreed to a 30-month repayment schedule. The schedule will include interest at a rate of three percent, the same rate the City is paying for financing through the Clean Water State Revolving Fund. The repayment schedule has been incorporated into the Sewer Fund projections and will not delay other scheduled projects for the City.

ALTERNATIVES:

1. Award the NCAH Pump Station and Wastewater Metering Improvements construction contract to C.L. Carroll Company, Inc. of Des Moines, Iowa, in the amount of $860,000.

2. Reject bids and do not award a contract for construction at this time.

MANAGER'S RECOMMENDED ACTION:

Although the bid for this project came in over the engineer's estimate, staff and the USDA are in agreement that it is important that this project move forward as planned to ensure the safety of staff maintaining the facilities and to ensure that the USDA continues to have reliable water and wastewater services.

Therefore, it is the recommendation of the City Manager that Council adopt Alternative No. 1, thereby approving award of the NCAH Pump Station and Wastewater Metering Improvements construction contract to C.L. Carroll Company, Inc. in the amount of $860,000.

ITEM # 27b
DATE 02-14-12

COUNCIL ACTION FORM

SUBJECT: CHANGE ORDER NO. 2 FOR ENGINEERING SERVICES FOR NCAH PUMP STATION AND WASTEWATER METERING IMPROVEMENTS

BACKGROUND:

On January 25, 2011, Council approved a contract in the amount of $98,127 with Stanley Consultants Inc. for the design of necessary improvements to the National Centers for Animal Health pump station and wastewater metering facilities. Following completion of design, a change order was approved by staff in the amount of $6,985 to retain Stanley Consultants Inc. to assist with questions regarding the plans and specifications during the bidding phase.

Now that bids have been received and a contract for construction is to be awarded, staff wishes to retain Stanley Consultants Inc. to assist with certain construction phase engineering services during the construction of the project. While staff will perform daily inspections of the construction activities and perform most aspects of the contract administration, Stanley Consultants' services are needed to perform milestone inspections of construction activities, review submittals for equipment and materials, and assist with change orders or other design modifications that may be deemed necessary during construction.

Stanley Consultants Inc. has provided a proposal in the amount of $52,131.15 to provide the necessary construction phase engineering services. Staff has reviewed Stanley Consultants' scope of services and is satisfied that the effort and fee proposed are appropriate.

The NCAH Pump Station and Wastewater Metering Improvements project budget contains $51,750 for construction phase engineering services. The additional funds needed for this project will come from the available Sewer Fund balance.

Since these improvements solely benefit the NCAH, all costs incurred by the City will be reimbursed by the NCAH. USDA staff has confirmed via e-mail that they have an obligation to pay the entire cost of the improvements. To accommodate their budget, staffs from both organizations have agreed to a 30-month repayment schedule. The schedule will include interest at a rate of three percent, the same rate the City is paying for financing through the Clean Water State Revolving Fund. The repayment schedule has been incorporated into the Sewer Fund projections and will not delay other scheduled projects for the City.

ALTERNATIVES:

1. Approve Change Order No. 2 adding construction phase engineering services, in accordance with the proposal submitted by Stanley Consultants, in the amount of $52,131.15, not to be exceeded without prior city approval to Stanley Consultants' existing engineering services contract.

2. Reject Stanley Consultants' proposal for construction phase engineering services and direct staff to received additional proposals.

MANAGER'S RECOMMENDED ACTION:

Since the design of the NCAH Pump Station and Wastewater Metering Improvements was performed by Stanley Consultants, it is critical that Stanley Consultants be retained to perform certain construction phase engineering services to ensure that construction is completed in accordance with the plans and specifications developed by the consultant.

Therefore it is the recommendation of the City Manager to adopt Alternative No. 1, thereby approving Change Order No. 2 which adds $52,131.15 to Stanley Consultants, Inc. original engineering services agreement dated January 25, 2011.

ITEM # 28
DATE: 02-14-12

COUNCIL ACTION FORM

SUBJECT: CITY ELECTRICAL CODE UPDATE

BACKGROUND:

The National Electrical Code (NEC) is the model code standard for electrical construction of buildings throughout the United States and most of the developed world. The code is published by the National Fire Protection Association (NFPA) and is updated at three year intervals to reflect the latest improvements in public safety science and technology. The State of Iowa and major Iowa communities, including the City of Ames, adopt the most recent edition of the NEC soon after publication.

The 2011 edition of the NEC was adopted by the State with one minor amendment and became effective throughout the State's jurisdiction in Iowa on January 1, 2012. Iowa communities typically follow the State in adopting the most recent codes.

The City's Building Code Board is responsible by ordinance to recommend appropriate code revisions to the City Council. Copies of the 2011 NEC, the State of Iowa Electrical Code, and the current City of Ames Electrical Code provisions of Municipal Code Chapter 5 were recently reviewed by the Board. All Ames electrical contractors were notified of the proposed code change and were invited to attend the Board's meeting or to send comments. The Board did receive comments from a few of the electrical contractors.

The Board's recommendation is to adopt the NEC with three amendments. Two of these are amendments added by the State to exempt ground-fault circuit interrupters (GFCI) requirements from certain appliance circuits. Adding these to our local adoption of this code will allow us to be in conformity with the State's provisions. The third is the continuation of an existing local amendment requiring the use of conduit in commercial building construction. These proposed amendments are attached. This recommendation represents the consensus of the Board, local electrical contractors, and City staff.

ALTERNATIVES:

1. Direct staff to prepare an ordinance for adoption of the 2011 NEC, including both the State amendment and the City of Ames amendment.

2. Direct staff to prepare an ordinance to adopt the 2011 NEC as adopted by the State.

3. Direct staff to make other changes to the proposed code adoption.

4. Retain the current code text that adopts the 2008 NEC with one local amendment.

MANAGER'S RECOMMENDED ACTION:

Adoption of the new version of the NEC helps local contractors and those seeking electrical permits to operate under a statewide set of codes consistent with other jurisdictions. The proposed ordinance revision will make the electrical provisions of the Municipal Code consistent with the State Electrical Code and will retain a long standing local amendment. The local amendment requiring conduit in commercial installations has the support of the Board and most electrical contractors. Conduit protects the high voltage wiring from wear or damage resulting in an electrical hazard or fires.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby directing staff to prepare an ordinance for adoption of the 2011 NEC, including both the State amendment and the City of Ames amendment.

State of Iowa and Proposed Local Amendments to the 2011 NEC

The Building Code Board recommends City Council adopt the following changes to Ames Municipal Code Section 5.100, & 5.205:

Current text to be deleted is ~~stricken~~ and new text to be added is underlined.

Sec. 5.100. TITLE & ADOPTION.
These regulations shall be known as the Building Code of the City of Ames, hereinafter referred to as "this code."

(11) **Electrical.** The ~~2008~~ National Electrical Code, 2011 edition, ~~as adopted by the Iowa Electrical Examining Board, and~~ published by the National Fire Protection Association, One Batterymarch Park, Quincy, Massachusetts, and as adopted by the Iowa Electrical Examining Board, is hereby adopted as the electrical code of the City of Ames and shall govern electrical work and installations in the City of Ames, except for such specific, higher standards and requirements as have been or may from time to time be enacted by the City of Ames. ~~Violations of the standards of said rules, or failure to comply with the provisions of said rules shall, when occurring within the jurisdiction of the City of Ames, constitute an offense against the City of Ames.~~

Sec. 5.205. ELECTRICAL.
The provisions of the ~~2008~~ National Electrical Code (NEC), 2011 edition, are hereby amended as follows:

(1) Section 334.10 of the said National Electric Code is amended by ~~substituting the following for subsections (i) through (iii): Type NM, Type NMC and Type NMS cables shall be permitted to be used in:~~
~~(i) one-family dwellings and associated accessory buildings,~~
~~(ii) two-family dwellings and associated accessory buildings,~~
~~(iii) multifamily dwellings and associated accessory buildings.~~
~~All other structures shall be wired using other methods as allowed by the National Electrical Code.~~
deleting Subsection (3) therefrom and inserting in lieu thereof a new Subsection (3):
All other structures shall be wired using other methods as allowed by the NEC.

(2) Add the following exceptions to Article 210.8 Ground-Fault Circuit-Interrupter Protection for Personnel (A)(2):

a. Exception No. 1 to (2): Receptacles that are not readily accessible.
b. Exception No. 2 to (2): A single receptacle or a duplex receptacle for two appliances located within dedicated space for each appliance that, in normal use, is not easily moved from one place to another, and that is cord-and-plug connected in accordance with 400.7(A)(6), (A)(7), or (A)(8).
c. Receptacles installed under the exceptions to 210.8(A)(2) shall not be considered as meeting the requirements of 210.52(G).

(3) Add the following exceptions to Article 210.8 Ground-Fault Circuit-Interrupter Protection for Personnel (A)(5):

a. Exception No. 2 to (5): Receptacles that are not readily accessible.
b. Exception No. 3 to (5): A single receptacle or a duplex receptacle for two appliances located within dedicated space for each appliance that, in normal use, is not easily moved from one place to another and that is cord-and-plug connected in accordance with 400.7(A)(6), (A)(7), or (A)(8).
c. Receptacles installed under the exceptions to 210.8(A)(5) shall not be considered as meeting the requirements of 210.52(G).

ITEM # 29
DATE: 02-14-12

COUNCIL ACTION FORM

SUBJECT:PRELIMINARY PLAT FOR ASPEN RIDGE SUBDIVISION, 2ND ADDITION

BACKGROUND:

Currently, the subject property is Outlot B, an 8 acre outlot of Aspen Ridge Subdivision, most recently platted in 2004. The subject property is just east of the newly opened South Grand Avenue and west of Aspen Ridge Town Homes. Proposed Outlot C (2.87 acres of the subdivision) is zoned Planned Residence District for future expansion of the Town Home development. The four proposed lots (totaling 5.14 acres) are all zoned Highway-Oriented Commercial. They were rezoned in 2009 from Planning Residential Development (F-PRD) to Highway Oriented Commercial (HOC) in anticipation of a proposed hotel and additional commercial development.

Applicable Law. Laws pertinent to the proposal are described on Attachment B.

Proposed Plat. See Attachments D, E, and F, for sheets 1-3 of the proposed plat.

Zoning Standards. The proposed four HOC zoned lots all meet the minimum standards for size, frontage, and access. The F-PRD zoned outlot cannot be built upon until the Major Site Development Plan for the Aspen Ridge Town Home development is revised and the land is platted.

Zoning and LUPP. The following table identifies the existing land use, existing zoning, and Future Land Use designations of the properties surround the site. Surrounding zoning is also depicted on the map in Attachment A.

Area	LUPP Designation	Zoning Designation	Land Use
North	Highway-Oriented Commercial	Highway-Oriented Commercial (HOC)	Golf course
South	High Density Residential and Highway Oriented Commercial	High Density Residential and Highway Oriented Commercial	Apartments and Office Park
East	Medium Density Residential	Floating-Planned Residence District	Single-Family Attached
West	High Density Residential	High Density Residential	Apartments

Public Notice and Comment. An invitation to the Planning and Zoning Commission hearing was mailed to all property owners within 200 feet of the subject site. One nearby property owner who resides in Aspen Ridge spoke at the Planning and Zoning Commission hearing. She commented on the apparent increase in traffic volume because of the high density housing in the area. She was concerned about additional residential high density zoned land resulting in even more traffic and questioned if there would be a traffic signal at the South Grand intersection.

Recommendation of the Planning & Zoning Commission. At its meeting of January 18, 2012, with a vote of 5-0, the Planning and Zoning Commission recommended approval of the Preliminary Plat of Aspen Ridge 2nd Addition with the following conditions:

a) That the Development Agreement be revised to address the electric main extension and street light installation responsibilities.

b) That any existing trees in South 16th Street right-of-way remain.

After the Planning and Zoning Commission hearing, staff met internally and determined that current policies address street lights and electric extensions without a need for an amendment to the Developers Agreement.

Planning staff has determined that there is adequate land area for the residential development to expand west and meet the minimum requirements of the F-PRD zone. The Major Site Development Plan amendment does not have to be reviewed by the Planning and Zoning Commission or City Council in order for the size of the Outlot to be reduced.

There are existing street trees that were planted prior to the commercial zoning designation. Requiring the existing street trees to be retained would keep the continuity of the corridor somewhat consistent along the frontage of the town homes and the commercial area. This can be included as a condition of the plat approval. The developer has stated that they concur with staff in keeping the trees and also plan to plant more trees of the same type in the area.

Findings of Fact and Conclusions. Based upon the findings of fact in *Attachment C* and the analysis contained in this report, staff concludes that the proposed preliminary plat is consistent with the Land Use Policy Plan. Accordingly, staff concludes that *Code of Iowa* Chapter 354, Section 8 has been satisfied. Staff further concludes that the proposed subdivision complies with all relevant and applicable design and improvement standards of the Subdivision Regulations, to other City ordinances and standards, and to the City's Land Use Policy Plan.

ALTERNATIVES:

1. The City Council can approve the Preliminary Plat of Aspen Ridge 2nd Addition, as illustrated on Attachment D, E and F, based upon the findings of fact in Attachment C and the conclusions in this report with the following condition:
   a) Existing trees in South 16th Street right-of-way shall be retained.

2. If the City Council finds that the proposed Preliminary Plat does not conform to all adopted standards and applicable law pertaining to subdivisions, the City Council can deny the revised Preliminary Plat for Aspen Ridge Subdivision, 2nd Addition.

3. Action on this request can be postponed and referred back to City staff and/or the applicant for additional information.

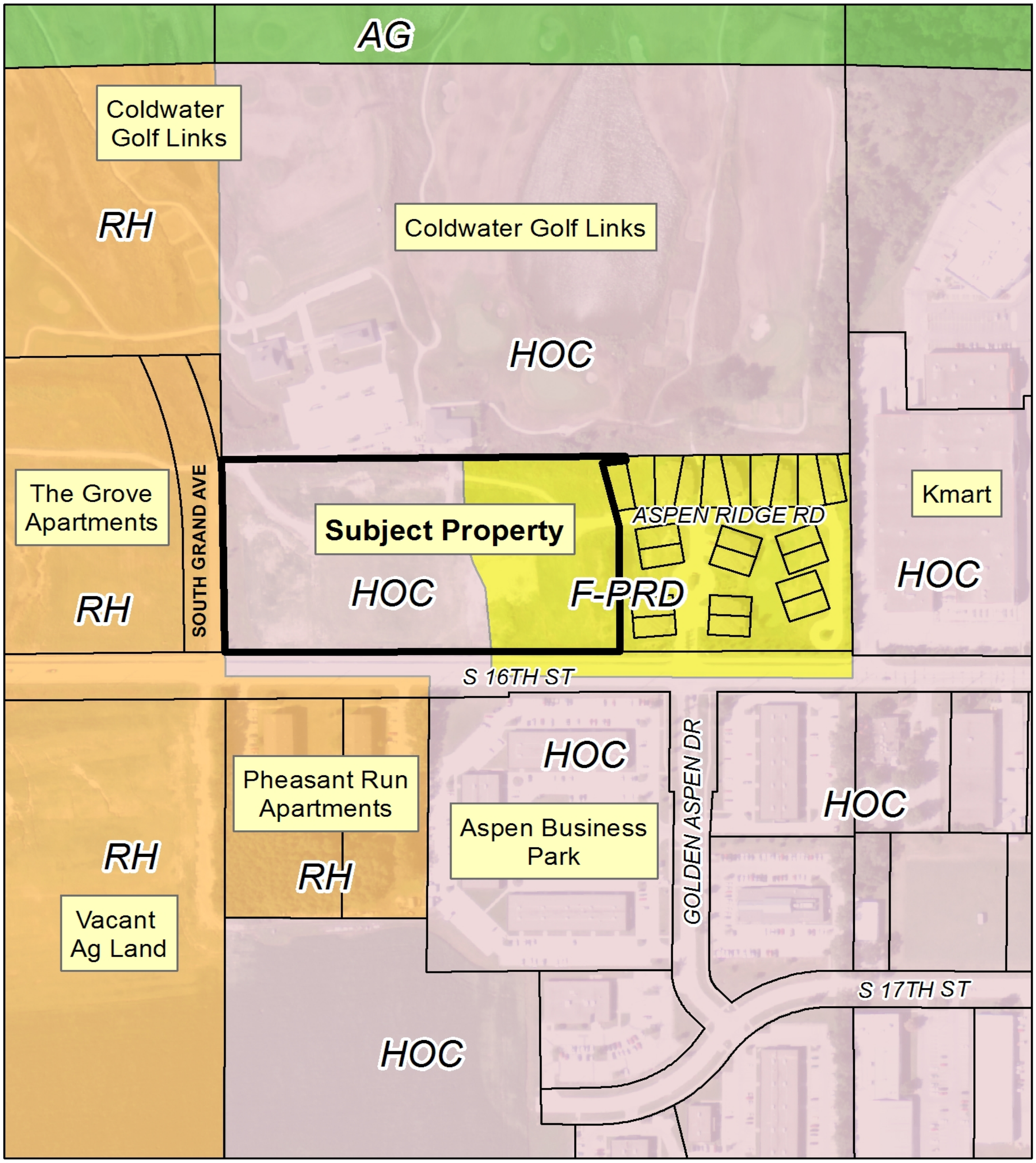
<u>MANAGER'S RECOMMENDED ACTION</u>:

Staff has determined that the proposed plat conforms to all City standards for subdivisions.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, which is to approve the Preliminary Plat of Aspen Ridge 2nd Addition, as illustrated on Attachment D, E and F, based upon the findings of fact in Attachment C and the conclusions in this report with the following condition:

a) Existing trees in South 16th Street right-of-way shall be retained.

ATTACHMENT A



Vicinity Zoning
Aspen Ridge 2nd Addition

Map Created 9/29/11
by Department of Planning & Housing

ATTACHMENT B

Applicable Law

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

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

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

Ames *Municipal Code* Section 23.302(3):

(3) Planning and Zoning Commission Review:

(a) The Planning and Zoning Commission shall examine the Preliminary Plat, any comments, recommendations or reports assembled or made by the Department of Planning and Housing, and such other information as it deems necessary or desirable to consider.

(b) Based upon such examination, the Planning and Zoning Commission shall ascertain whether the Preliminary Plat conforms to relevant and applicable design and improvement standards in these Regulations, to other City ordinances and standards, to the City's Land Use Policy Plan, and to the City's other duly adopted Plans.

Ames *Municipal Code* Section 23.302(4):

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

Ames *Municipal Code* Section 23.302(5):

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

Ames *Municipal Code* Section 23.302(6):

(6) City Council Action on Preliminary Plat:

(a) Based upon such examination, the City Council shall determine whether the Preliminary Plat conforms to relevant and applicable design and improvement standards in these Regulations, to other City ordinances and standards, to the City's Land Use Policy Plan and to the City's other duly adopted plans. In particular, the City Council shall determine whether the subdivision conforms to minimum levels of service standards set forth in the Land Use Policy Plan for public infrastructure and shall give due consideration to the possible burden of the proposed subdivision on public improvements in determining whether to require the installation of additional public improvements as a condition for approval.

(b) Following such examination and within 30 days of the referral of the Preliminary Plat and report of recommendations to the City Council by the Planning and Zoning Commission, the City Council shall approve, approve subject to conditions, or disapprove the Preliminary Plat. The City Council shall set forth its reasons for disapproving any Preliminary Plat or for conditioning its approval of any Preliminary Plat in its official records and shall provide a written copy of such reasons to the developer.

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

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

Ames *Municipal Code* Section 23.403 (13), (14) & (15) requires installation of street lights, sidewalks and walkways and bikeways in subdivisions.

Ames *Municipal Code* Section 23.406 outlines requirements for electric mains and street lights.

Ames *Municipal Code* Section 23.402 outlines requirements for public street trees for residentially zoned subdivisions.

Ames *Municipal Code* Section 23.407 outlines requirements for storm water management.

Ames *Municipal Code* Chapter 29, Zoning, Section 29.804, includes a list of allowed uses and the development standards for the Highway-Oriented Commercial Zone (HOC).

Ames *Municipal Code* Chapter 29, Zoning, Section 29.1203, includes a list of allowed uses and the development standards for the Planned Residence District (F-PRD).

Ames *Municipal Code* Section 23.107 reads as follows:

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

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

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

ATTACHMENT C

Findings of Fact

Based upon an analysis of the proposed development, laws pertinent to the proposed development, and conditions and improvements abutting and serving the plat, staff finds as follows:

1. The subject area is designated as Highway-Oriented Commercial and Medium Density Residential on the Future Land Use Map; which anticipates the size and layout of lots proposed.

2. The existing outlot is being reduced by the proposed plat to accommodate expansion of residential use from the east. The City will require a review and approval of a revision to the Major Site Development Plan before any homes are allowed to be constructed.

3. Water. A 12-inch water main runs along South 16th Street, which the Public Works Department has determined can serve the site.

4. Sanitary Sewer. Sanitary sewer mains run east and west along South 16th Street and along the north property line. The Public Works Department has determined that these are adequate to serve the site.

5. Storm Water. Storm water will be detained off-site on the golf course property. The area is shown on the plat with cross-hatching just northeast of the subject property. Internal and off-site easements will ensure the necessary legal rights for the affected parcels.

6. Electric. The electric utility main runs along South 16th Street. The developer will be required to extend the electric main to serve the subdivision according to the Electric Utility Standards.

7. There is an existing shared use path (eight foot wide sidewalk) along South 16th Street. A four foot wide sidewalk is already included adjacent to the plat, as part of the South Grand Avenue construction project. The Public Works Department has therefore determined that no extensions of sidewalks are required.

8. There are existing coniferous trees in the right of way and very near the right of way along South 16th Street. Since a portion of the property was rezoned to HOC in 2009, the street tree requirement no longer exists for those lots (Lots 1-4). However, the City does have the discretion to formally require that those existing trees be kept.

9. There are existing street lights along South Grand Avenue and South 16th Street. Therefore, the Electric Department has determined that no additional street lights are required.

10. The Public Works department has determined that the street infrastructure anticipates this scale of development, and therefore the proposed subdivision has no adverse impacts on the traffic. The Public Works Department has also determined that the proposed access on South 16th Street and the newly constructed South Grand Avenue will provide adequate traffic circulation and access to the subject property.

PRELIMINARY PLAT
ASPEN RIDGE 2nd ADDITION

PRELIMINARY PLAT NOTES:

1. Floodplain Note:
   Reference Flood Insurance Rate Map (FIRM) 19169C0163E revised February 20, 2008 for flood boundaries and elevations for this area. **Flood Elevation = 891.13 ft.**

2. Building Elevations:
   The lowest floor of all structures to be built on this site shall be a minimum of three feet above the 100-year base flood elevation. Other flood prevention methods as outlined in the City Ordinance may be utilized.

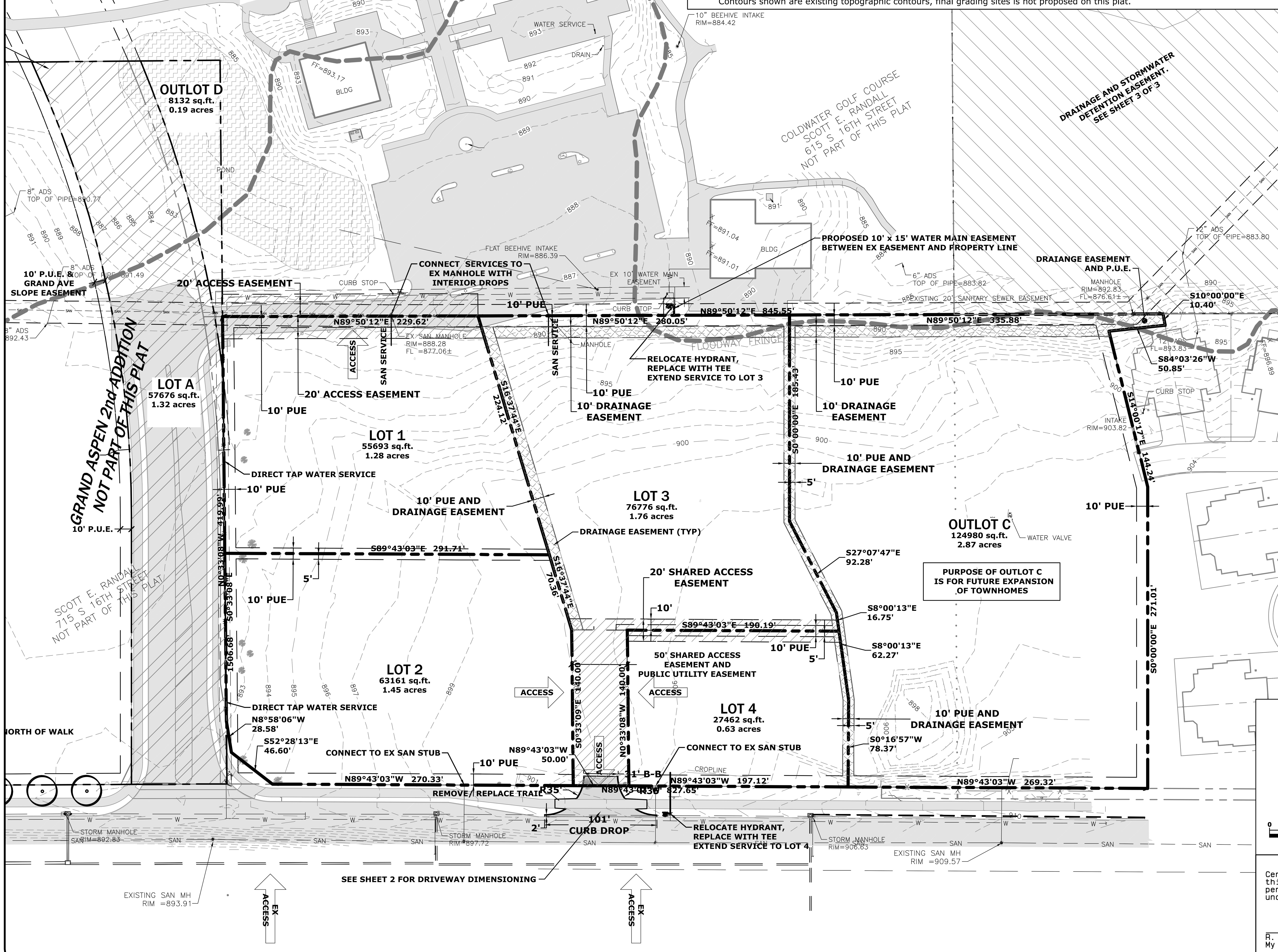
3. Storm Sewer Runoff:
   Storm water detention will be provided on the Coldwater Golf Links. Parcel T of Grand Aspen Subdivision Second Addition agrees to accept drainage and store stormwater for Lots 1, 2, 3, 4 and Outlot C of the Aspen Ridge Second Addition. Outlot C of Grand Aspen Subdivision Second Addition may convey the water to its ponds in any manner such that flow is not blocked in Lots 1, 2, 3, 4 and Outlot C of the Aspen Ridge Second Addition. No lots in the Aspen Ridge Subdivision are required to store stormwater as this requirement is handled within the ponds in the Coldwater Golf Links' golf course ponds. The pond has 30+ acre-feet of storage capacity to handle the 8.01 acres of development for Aspen Ridge 2nd Addition.

4. Site Grading:
   Contours shown are existing topographic contours, final grading sites is not proposed on this plat.

PRELIMINARY PLAT DATA

SUBDIVISION NAME	ASPEN RIDGE 2nd ADDITION
OWNER/ DEVELOPER	SCOTT E RANDALL or MATT RANDALL RANDALL CORPORATION 420 S. 17th STREET AMES, IA 50010 515-233-2580
PLAN AUTHOR/ ENGINEER	SCOTT RENAUD, P.E. FOX ENGINEERING ASSOC. 414 South 17th St., Suite 107 AMES, IA 50010 515-233-0000
LAND SURVEYOR	STUMBO AND ASSOCIATES 510 S. 17th STREET AMES, IA 50010 515-233-3689
CONTACT PERSON	SCOTT RENAUD FOX ENGINEERING ASSOC. 414 South 17th St., Suite 107 AMES, IA 50010 515-233-0000
SUBDIVISION NAME	ASPEN RIDGE SUBDIVISION 2ND ADDITION
CURRENT ZONING	PRD - PLANNED RESIDENTIAL DISTRICT (OUTLOT C) HOC - HIGHWAY ORIENTED COMMERCIAL (IOTS 1-4)
SETBACKS (LOTS 1-4)	FRONT - 20' REAR - *10' SIDES - *5' *LOT LINE ABUTTING RESIDENTIAL - 20'
SITE AREA	8.01 ACRES
LOT ADDRESSES	Lot / Address 1 1420 S. Grand Avenue 2 623 S. 16th Street 3 613 S. 16th Street 4 603 S. 16th Street Outlot C 601 S. 16th Street
DATE PREPARED	08/06/10
DATE REVISED	11/08/10, 01/17/11, 09/27/11, 01/31/12, 12/19/11, 01/09/12, 01/27/12

ATTACHMENT D



Certification: I hereby certify that the perimeter boundary of this preliminary plat was surveyed by me or under my direct personal supervision and that I am a duly licensed Land Surveyor under the laws of the State of Iowa.

R. Bradley Stumbo License #17161
My license expires December 31, 2011
Date: ____________

R. BRADLEY STUMBO LICENSED LAND SURVEYOR 17161 IOWA

I hereby certify that this engineering document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Engineer under the laws of the State of Iowa.

SCOTT L. RENAUD, P.E. DATE
License number 12109
My license renewal date is December 31, 2012.
Pages or sheets covered by this seal: 1 AND 2

SCOTT L. RENAUD LICENSED PROFESSIONAL ENGINEER 12109 IOWA

DATE	REVISION	BY	DATE
09/27/11	REVISED EAST LOT LINE OF LOT 1	DESIGNED: SLR	01/12
12/19/11	ADDED OFF-SITE EASEMENT	DRAWN: SRS	01/12
01/06/12	REVISED AS PER DEPT OF P & H COMMENTS DATED 11-09-11	CHECKED:	
01/27/12	ADDED GRAND AVE. ADJUSTED STORM SEWER EASEMENT	LAST UPDATE: 01/31/12	
01/31/12	ADDED ADDRESSES; ADDED ACCESS ESMT TO OUTLOT C		

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

PRELIMINARY PLAT, ASPEN RIDGE 2nd ADDITION
OUTLOT B
ASPEN RIDGE SUBDIVISION
SOUTH 16TH STREET
AMES, IOWA

PROJECT NO. 5032-09A.330

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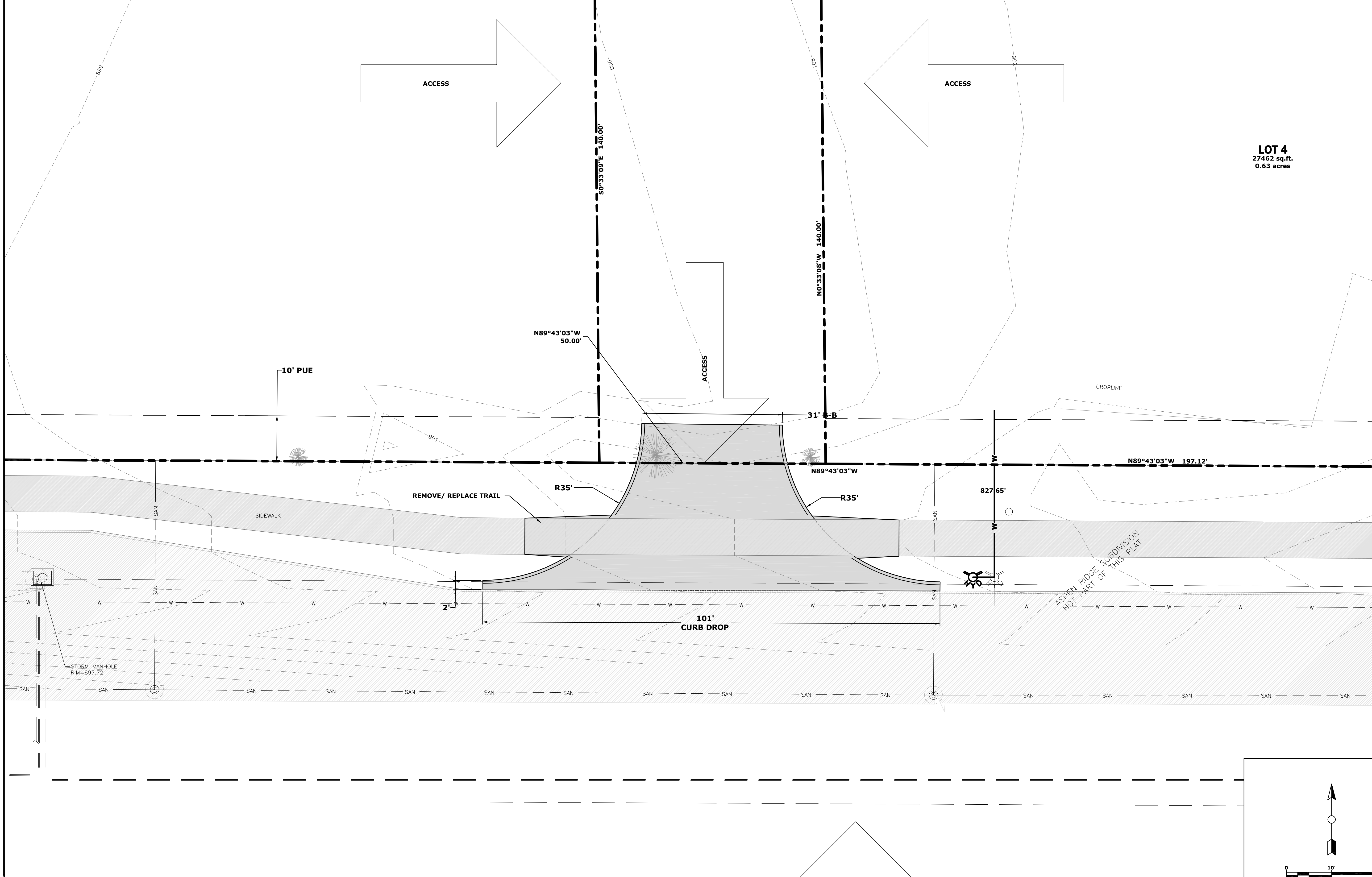
PLOT STYLE TABLE: FoxGrayScale.ctb
LAYER MNGR NAME:
LAYOUT NAME: 1 OF 3

PRELIMINARY PLAT
ASPEN RIDGE 2nd ADDITION

ATTACHMENT E



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LAYOUT NAME: 2 OF 3
LAYER MNGR NAME
PLOT STYLE TABLE: FoxGrayScale.ctb

DATE	REVISION
09/27/11	REVISED EAST LOT LINE OF LOT 1 ADDED OFF-SITE EASEMENT
12/19/11	REVISED AS PER DEPT. OF P & H COMMENTS DATED 11-09-11

	BY	DATE
DESIGNED:	SLR	12/11
DRAWN:	SRS	12/11
CHECKED:		

LAST UPDATE: 01/06/12

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

FOX engineering

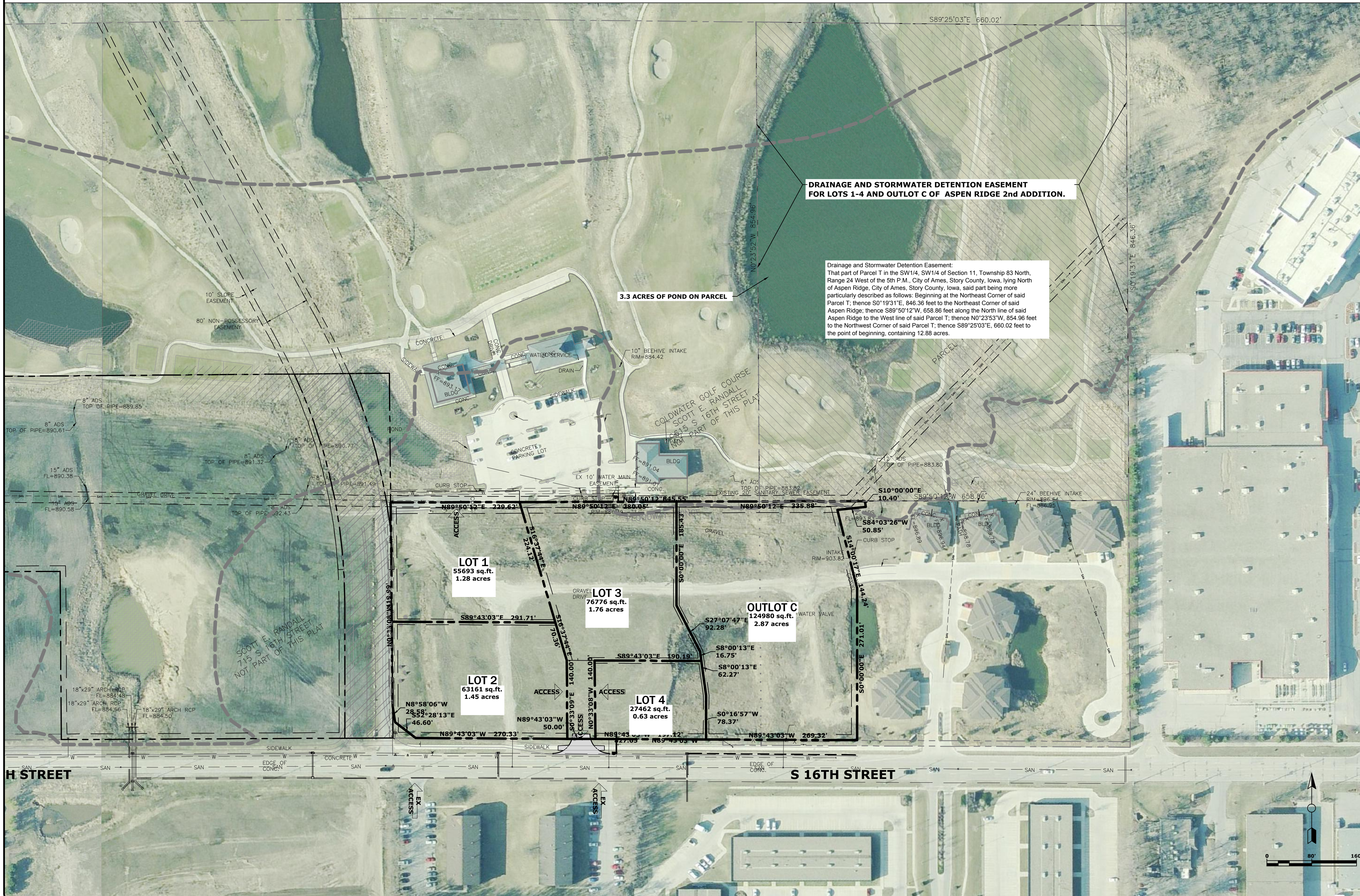
PRELIMINARY PLAT; ASPEN RIDGE 2nd ADDITION
OUTLOT B
ASPEN RIDGE SUBDIVISION
SOUTH 16TH STREET
AMES, IOWA

PROJECT NO.
5032-09A.330

SHEET
2 OF 3

PRELIMINARY PLAT ASPEN RIDGE 2nd ADDITION

ATTACHMENT F



DATE	REVISION	BY	DATE
09/27/11	REVISED EAST LOT LINE OF LOT 1	DESIGNED: SLR	12/11
	ADDED OFF-SITE EASEMENT	DRAWN: SRS	12/11
12/19/11	REVISED AS PER DEPT. OF P & H COMMENTS DATED 11-09-11	CHECKED:	
		LAST UPDATE: 01/06/12	

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

PRELIMINARY PLAT; ASPEN RIDGE 2nd ADDITION
OUTLOT B
ASPEN RIDGE SUBDIVISION
SOUTH 16TH STREET
AMES, IOWA

PROJECT NO. 5032-09A.330

SHEET 3 OF 3

DRAWING FILENAME: K:\proj\5000\5032-09a Commercial\Drawings\Civil\5032-09A PRE PLAT.dwg
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LAYOUT NAME: 3 OF 3
PLOT STYLE TABLE: FoxGrayScale.ctb

Staff Report

MASTER PLAN IN DEVELOPMENT PROCESS

February 14, 2012

Based on feedback received at a Council workshop with developers in April 2010, the City Council has requested a report on the feasibility of requiring that City Council review a Master Plan prior to submittal of a Preliminary Plat. Currently, a Master Plan is required to be submitted with a preliminary plat when zoning is requested to establish either a Suburban Residential Low Density (FS-RL) or Suburban Residential Medium Density (FS-RM) zoning district. (Ames *Municipal Code* Sections 29.1200(2b) and 29.1502 (5)). The only other instance when a Master Plan is required is when a major site development plan is proposed in the Northeast Gateway Overlay District. **While the Master Plan may be helpful in determining how the property will be ultimately developed, the requirement in its current form creates some burdens which this report addresses.**

Requirement for Master Plans

It appears that the Master Plan requirement was intended to allow the City Council to review and approve the design or layout of anticipated development before committing to a rezone of FS-RL or FS-RM, or before committing to a final site design in the Northeast Gateway Overlay District (O-GNE). As applied to the O-GNE, the master plan may help the Council ensure compliance with the overlay development and design standards. As applied to residential plats, it may facilitate some flexibility in determining how the plat will be laid out in terms of unit types and how the density requirement will be achieved at full build out.

Since its inception in 2000, the Master Plan requirement was applied to approval of the proposed mall on 13th Street. It has also been applied to all residential developments approved through a rezone to one of the FS-RL or FS-RM Suburban Residential Zoning Districts. These include the Northridge Heights, Sunset Ridge, The Reserve, Kinyon-Clark, and Southfork developments. Master Plans and Preliminary Plats were submitted, reviewed, and approved for each of these at the same time as the associated rezonings.

It does not appear that flexibility was necessary to facilitate the final layout of all these subdivisions. Most of them were developed with single-family attached and/or detached homes across the entire development that met the targeted density, within the standards of the FS-RL and FS-RM zoning districts. Therefore, it is not clear how the Master Plan added value to the approval process of these projects, since most of them met the specific requirements of the zoning and subdivision codes. Approval could have been rendered without reference to a specific design plan for the property to be rezoned. Indeed, that should be the case, since zoning confers the right to develop the property in any manner that meets the standards and codes of the City. Typically, zoning does not establish a particular project design. **If the City Council has confidence that adopted standards and codes are adequate to address the**

impacts and design of development, a Master Plan for a particular project would not typically be needed to make a zoning decision.

There may be situations where the City Council would not have this confidence, due to specific conditions that exist on or around a proposed development or rezone site, or due to situations that require more careful consideration of how the layout and design of a site affects general health, safety and welfare concerns. Therefore, under these limited conditions, a master plan could be needed. Indeed, these situations may apply to any type of rezone – not just rezones to FS-RL or FS-RM. Some examples follow.

1. The Land Use Policy Plan establishes targeted minimum densities for new residential development and the Zoning Ordinance implements this policy with a minimum net density for each of the "floating" zoning districts. In some cases, such as the Northridge Heights Subdivision, the targeted density is achieved by combining different unit types in the entire area. If the area is to be platted in phases, and specific plats might not meet the minimum density standards on their own, then an overall plan is needed at the beginning to establish how the minimum density target is to be achieved. In this manner, the low density of large lots at one end of a development might be balanced by the higher density of townhomes at the other end of the development.

2. The Land Use Policy Plan designates Convenience Commercial Nodes to be integrated into residential neighborhoods. An overall plan for an area may be needed to establish successful relationships among the locations and features of commercial uses, different residential unit types, parks or open space, and streets of different classifications. Thus, although the current requirement for a Master Plan applies only to the residential zoning districts and the O-GNE District, it may also have value when considering rezoning to commercial nodes or other zoning districts.

3. Sensitive environmental conditions or valuable natural resources may best be protected by a specific arrangement and placement of uses or by development features. For example, a wetland or archaeological site might be designated as part of an open space, and development might be clustered away from these natural features as far as possible or otherwise be separated by native plantings. An overall plan can establish these requirements at the time of rezoning, when these existing conditions are first identified.

4. Existing public improvements might be adequate to serve permitted uses if the development is designed a certain way. For example, an existing arterial street may need to be extended through a new development or a new collector street may need to connect to an existing arterial street in a specific location. A specific street pattern may avoid impacts on existing neighborhood streets. Also, new or upgraded public improvements, on-site or off-site, may be needed with the costs to be shared among different parties. An overall plan and development agreement would be needed at the time of rezoning.

Under these and other conditions, a Master Plan may be necessary to address site-specific concerns of a development prior to rezoning or final project approval. **Therefore, an alternative to the current master plan requirements might be for the City Council itself to determine, on a case by case basis, whether a master plan would have value. If so, the applicant would be required to prepare a Master Plan for review along with the rezoning request.**

<u>Content of Master Plans</u>

With regards to the contents of a Master Plan, this may not need to be as detailed as the code currently requires. **Under existing standards, the Master Plan must show the proposed arrangement and size of all proposed lots in almost the same detail as the information required on a Preliminary Plat. As an alternative to the current requirements, a more generalized approach to a Master Plan could be adopted.** This could have the plan show (a) existing site information, (b) areas in need of protection, (c) areas appropriate for development, (d) areas and quantities of different unit types, and (e) general pattern and connections required for an efficient transportation network. An example of such a plan is attached. **Under this approach, the higher level of detail currently required for Master Plans would be deferred to review of the preliminary plat or major site development plan, which could occur at a later date.**

<u>Benefits of Requiring a Master Plan Where Deemed Appropriate</u>

In cases where the Council has determined that a Master Plan is needed, the review process would give the staff, the public, Planning and Zoning Commission, and City Council the opportunity to determine, not only whether the proposed zone is consistent with the land use plan, but also to confirm that the general direction or style of the project is consistent with City policies. If not, the City could require changes to improve this consistency. Furthermore, undesirable impacts on the community could be identified so that the developer and the City can work together to determine how to mitigate any negative impacts.

The benefit to the developer is that it would reduce risk by securing approval of basic development parameters, such as the total number and type of residential units and/or the square footage of non-residential uses, before proceeding with expensive detailed engineering plans otherwise required during the subdivision or site plan process. This could mean significant cost savings to the developer.

This more generalized approach to the Master Plan could also result in cost savings if the approved preliminary plat later requires amendments, which is a fairly common need. With the current requirement that a Master Plan show the arrangement and shape of all lots, the City Council must also approve a revised Master Plan each time the plat is modified. For the Northridge Heights subdivision, each of these two drawing sets contained 11 sheets, and 17 drawing sets were required to be submitted. When revisions were needed in the development process, many times all 374 sheets were resubmitted. With a less detailed Master Plan, revisions to the Preliminary Plat could in many cases be found consistent with the Master Plan, meaning that revisions to the Master Plan would be a much less frequent occurrence.

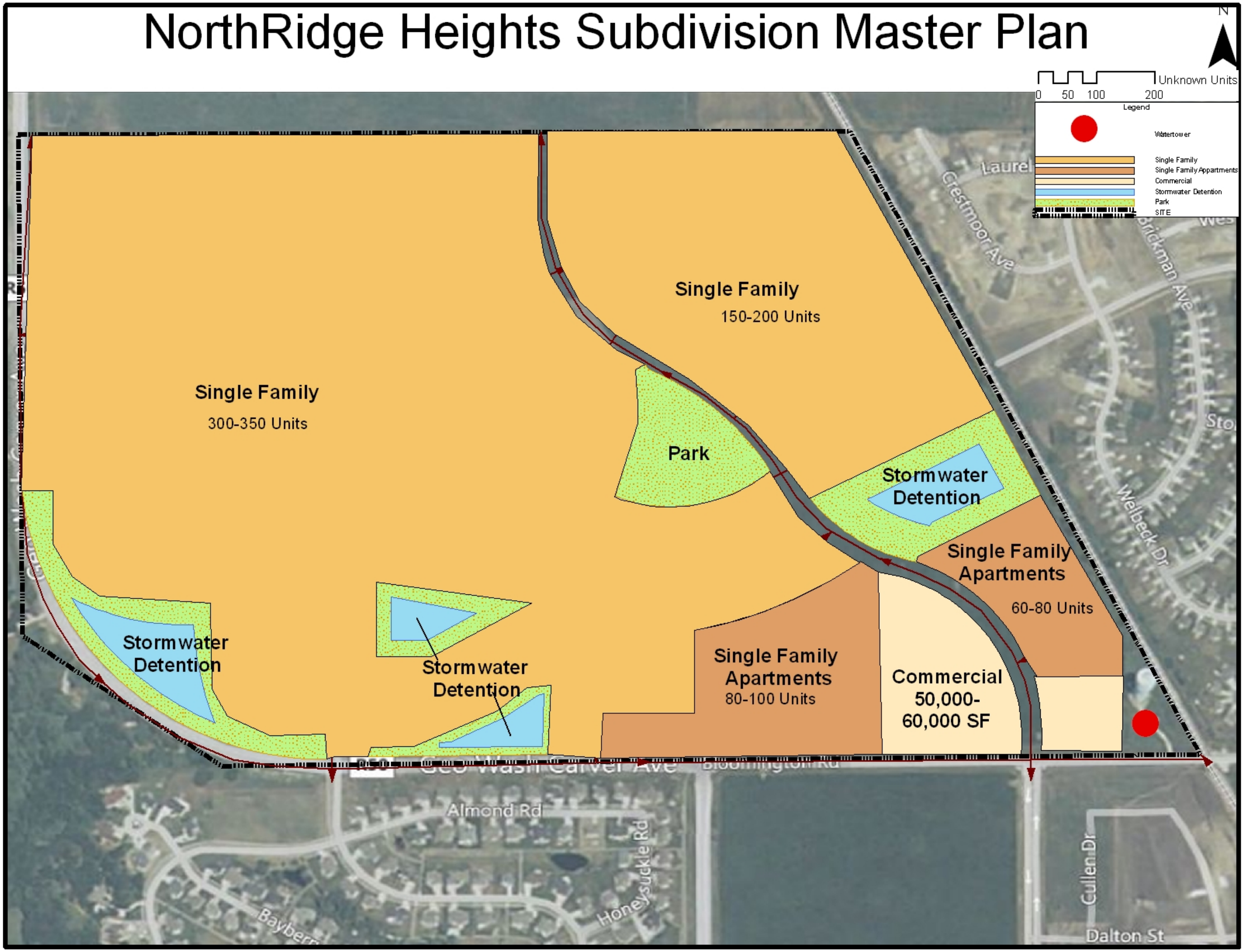
Tool for Implementation

It should be noted that a Master Plan would dictate a layout that might not otherwise be required by the Zoning Code. To insure that the development is built according to the Master Plan, therefore, a contract rezone would be appropriate so that the Master Plan is binding on future development.

Staff Comments

If Council would like to consider changes to the City's current Master Plan requirements, and instead consider the need for Master Plans on a case by case basis and/or the need to make Master Plans less detailed, staff could be directed to develop alternatives and to seek input from the development community, the public, and the Planning and Zoning Commission.

MASTER PLAN EXAMPLE



Memo

Legal Department

Caring People
Quality Programs
Exceptional Service

TO: Mayor Campbell and Members of the City Council

FROM: Doug Marek

DATE: February 10, 2012

SUBJECT: Additional Funding for Legal Services for Clean Air Act Regulatory Compliance

In September of 2009 the City Council approved the engagement and retainer agreement with Ritts Law Group of Alexandria, Virginia, for legal services related to Clean Air Act regulatory compliance. For the initial agreement, Council authorized expenditure of an amount not to exceed $100,000. During the initial twelve months, the Ritts Law Group worked closely with Electric Services and the Legal Department to evaluate projects scheduled at the steam electric plant and the combustion turbines.

Ritts Law Group provided legal and engineering assistance in support of a number of matters facing the Electric Services, including the City's request to the Iowa Department of Natural Resources (IDNR) for a Prevention of Serious Deterioration (PSD) non-applicability determination. In September, 2010, Council approved an extension of the engagement with Ritts Law Group for an additional amount not to exceed $50,000. The Ritts Law Group then provided engineering and legal analysis necessary to amend the air permits for the power plant as required by IDNR. Ritts also provided technical assistance to City staff in obtaining a determination that the waste water treatment facility and the power plant do not comprise a single stationary source for air emissions.

In March, 2011, Council approved an extension of the engagement with the Ritts Law Group for an additional amount not to exceed $50,000. Additional engineering and legal support was required for analysis of a second single stationary source issue raised by IDNR related to the water treatment plant and the power plant. IDNR has not yet issued its determination on that issue.

Most recently, on November 1, 2011, Council approved an additional extension in an amount not to exceed $50,000 so that Ritts Law Group could continue to provide legal and engineering assistance with administrative and judicial appeals of the Environmental Protection Agency's Cross-State Air Pollution Rule (CSAPR). As Council knows, in response to the City's appeal, the U.S. Court of Appeals has stayed the implementation of CSAPR until the Court can consider the merits of the case later this spring. Ritts will assist with additional Court briefs that are due next month.

Since its engagement with Ritts Law Group in 2009, the City has expended a total of $249,179. Additional funding is required for the City to continue with the analysis and advice on CSAPR and a number of related regulatory issues. Services include the following: New Source Review (NSR) and Prevention of Significant Deterioration (PSD) analyses and determinations; acquisition of construction permits for projects necessary to maintain the assets and upgrade the equipment of the power plants, such as the Steam Electric Plant and the Combustion Turbines, in order to comply with federal and state environmental laws and regulations; assistance in the renewing of the Title V Air Permits necessary to operate the power plants; and formulating strategies for compliance with recently proposed or finalized EPA regulations, such as the Mercury and Air Toxics Standard (MATS) that was finalized by EPA on December 16, 2011.

I am requesting authorization to extend the engagement with Ritts Law Group for an additional amount not to exceed $50,000. Funding is available from the balance in the Electric Fund.

Cc: Donald Kom, Brian Trower, Duane Pitcher

ITEM # ___32__
DATE: 02-14-12

COUNCIL ACTION FORM

SUBJECT: CHANGE ORDER TO PROFESSIONAL LEGAL SERVICES PURCHASE ORDER WITH BROWN WINICK ON 161kV TIE LINE FRANCHISE

BACKGROUND:

The FY2011/12 Capital Improvements Plan includes a project to install a 161kV interconnection with MidAmerican Energy Company. In order to improve electric service reliability for our customers, there is the need for an additional transmission line to connect to the regional electric transmission grid. Following years of system impact studies, a route study, and substation and transmission line design work, the City determined that the best route for an additional transmission line extends from Ames to Ankeny. The project has been underway since 2004.

On July 2, 2008, the Iowa Utilities Board (IUB) issued its final ruling, effectively denying the City's petition for a franchise to construct its 161kV transmission line outside the City limits to northeast Ankeny. In its final decision, the IUB acknowledged the need for the line and did not contest the route specifically, but rather took issue with evidence of compliance with Iowa Code requirements as the basis for the initial route planning. On August 7, 2008, proposals were solicited for professional services to conduct a routing selection study conforming to Iowa Code and franchising requirements. On September 9, 2008, the City Council approved a contract with Burns & McDonnell to conduct a routing study as we again began a process for obtaining a franchise.

Members of the City staff interviewed representatives from two law firms that specialize in franchise representation. On September 3, 2008, City Council approved an agreement for legal counsel with the BrownWinick law firm of Des Moines. At that time staff anticipated the cost of this contract to be between $60,000 and $100,000. A purchase order was issued in the amount of $50,000 to begin the work. Hourly rates for BrownWinick staff involved in this contract have varied between $160 and $275 per hour. The agreement with BrownWinick provides that the City may be charged separately for items such as computer time, courier costs, copy/printing, document retrieval and related services as they are incurred.

In September of 2009, after the second routing study had been submitted to the IUB staff, legal counsel advised that the City should proceed with the process of preparing for public hearings and for an appearance before the Administrative Law Judge (ALJ). At that time, $61,000 had been spent and it was estimated that the total would be within the $100,000 originally estimated for the contract. On September 22, 2009, City Council approved Change Order # 1, increasing the amount of the purchase order to $100,000.

As the franchise process continued, on March 23, 2010, City Council approved Change Order # 2, increasing the amount of the purchase order to $150,000. Staff subsequently approved change order #3 in the amount of $10,000. Council approved Change Order #4 on July 26, 2011 in the amount of $85,000, and increased the purchase order amount to $245,000, based on the best estimate that Brown Winnick could provide for services at that time.

There have been several unanticipated issues requiring additional legal services to address IUB, OCA and objector questions in pre-hearing briefs and testimony, leading up to the hearing. The hearing was a two-day hearing held on December 8 and 9 of 2011; this hearing was originally expected to last one day, but was extended due to lengthy questions and testimony given by objectors. Additional legal services beyond change order #4 have been required and staff has recently approved change order #5 in the amount of **$47,000**.

With the hearing completed, there remains the additional tasks of post hearing briefs and reply briefs, which must be completed before the IUB issues its proposed decision in March of 2012 (the final decision expected to follow in late March, approximately two weeks after the proposed decision is rendered). Based on Brown Winnick's best estimate to conclude the post hearing and reply briefs, an additional Change order, #6 is proposed in the amount of **$40,000** to cover legal fees through the issuance of a decision. This will bring the total amount of the purchase order to **$332,000.**

While this expense seems very high, it should be noted that BrownWinick has provided excellent legal services and preparation of documents submitted to the IUB on behalf of the City for over 3 years now. The tie line is crucial to providing reliable services to our electric customers in the future, and IUB approval is required to construct the line. The budget for the Electric Utility has the funds to cover this expense.

ALTERNATIVES:

1. Approve a change order to the professional services agreement with BrownWinick of Des Moines, Iowa, in the amount of $40,000, and increasing the amount of the purchase order to **$332,000**. The City will continue to be billed on an hourly and services incurred basis in accordance with the agreement.

2. Do not approve the proposed change order and ask staff for further information.

MANAGER'S RECOMMENDED ACTION:

It is in the best interest of both the City and of our electric customers to keep this interconnection project moving forward as quickly as possible. Customer reliability is in danger of being compromised by the limitations in import being placed on our current 69-kV southbound interconnection. The firm of Brown Winick has provided excellent service to the Electric Utility in the current franchise process. Seeking other legal counsel at this point could seriously impair the timely completion of this line.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, approving a change order to the professional services agreement with Brown Winick of Des Moines, Iowa, in the amount of $40,000, and increasing the total authorized purchase order amount to $**332,000.**

ITEM # __33___
DATE: 02-14-12

COUNCIL ACTION FORM

SUBJECT: 2011/12 RESOURCE RECOVERY SYSTEM IMPROVEMENTS (NEW SCALE PLATFORM)

BACKGROUND:

The A. O. Chantland Resource Recovery System (RRS) annually receives more than 55,000 tons of Municipal Solid Waste (MSW) from Ames and Story County contract communities for processing into refuse derived fuel (RDF) used by the City's Electric Utility. The MSW is received as it is delivered by trucks that are weighed on the RRS's truck scale.

The current scale is original to the plant (1975), and replacement/repair parts are unavailable. Similar parts would need to be custom-made and would result in extended downtimes at the RRS.

On Wednesday, February 1, 2012, bids for this project were received as follows:

Engineer's Estimate	$74,800
Fairbanks Scales Inc.	$48,036
Scale Source North LLC.	$80,835

Brown Engineering, the firm that provided the design specifications, is currently evaluating the two bids for appropriate qualifications, and needs more time to analyze the bids in order to make a recommendation to City Council.

This project is shown in the 2011/12 Capital Improvements Plan with financing provided in the amount of $75,000.

ALTERNATIVES:

1. Accept the report of bids and delay award for the 2011/12 Resource Recovery System Improvements (New Scale Platform).

2. Reject the bids.

MANAGER'S RECOMMENDED ACTION:

Replacement of this scale is needed in order to accurately weigh MSW received at the plant. However, more time is needed to analyze the bids in order to make a recommendation to the City Council. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby accepting the report of bids and delaying award for this project.