

**AGENDA  
REGULAR MEETING OF THE AMES CITY COUNCIL  
COUNCIL CHAMBERS - CITY HALL  
JUNE 10, 2014**

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

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

**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 May 27, 2014
3. Motion approving Report of Contract Change Orders for May 16-31, 2014
4. Motion approving renewal of the following beer permits, wine permits, and liquor licenses:
  - a. Class B Beer – King Buffet of IA, 1311 Buckeye, Suite B
  - b. Class A Liquor w/ Outdoor Service – Green Hills Residents’ Association, 2200 Hamilton Drive, #100
  - c. Class E Liquor, C Beer, and B Wine – AJ’s Liquor, 4518 Mortensen Road, #109
  - d. Class E Liquor, C Beer, & B Wine – Kum & Go #200, 4510 Mortensen Road
  - e. Class E Liquor, C Beer, & B Wine – Kum & Go #214, 111 Duff Avenue
  - f. Class E Liquor, C Beer, & B Wine – Kum & Go #215, 4506 Lincoln Way
  - g. Class E Liquor, C Beer, & B Wine – Kum & Go #216, 203 Welch Avenue
  - h. Class E Liquor – MMDG Spirits, 126A Welch Avenue
  - i. Class C Liquor – Texas Roadhouse, 519 South Duff Avenue
  - j. Special Class C Liquor – Hickory Park, 1404 South Duff Avenue
5. Motion approving 5-Day Special Class C Liquor License for Gateway Hotel & Conference Center at Reiman Gardens, 1407 University Boulevard
6. Motion approving Outdoor Service Privilege for Corner Pocket/DG’s Taphouse from July 3 - 6, 2014, for Sesquicentennial beer garden
7. Requests from Campustown Action Association for Movie Night in Campustown on Friday, July 11:
  - a. Motion approving blanket Temporary Obstruction Permit for Welch Lot T
  - b. Resolution approving closure of Welch Lot T from 12:00 p.m. to midnight
  - c. Resolution approving waiver of parking meter fees
8. Request from SEEK Entertainment for Paint Bash:
  - a. Resolution approving closure of Stanton Lot Z from 2:00 p.m. on September 5 until 12:00 p.m. on September 6, 2014
9. Resolution adopting new and revised fees to be effective July 1, 2014
10. Resolution approving amendment to Agreement with Ames Community School District pertaining to elementary school playgrounds used as neighborhood parks
11. Resolution approving second request for time extension to submit City’s Consolidated and Action Plans to HUD
12. Resolution approving renewal of contract with Willis for FY 2014/15 property insurance
13. Resolution approving contract with Holmes Murphy for Excess Workers’ Compensation Insurance at an annual cost of \$88,845

14. Resolution approving contract with Iowa Association of Municipal Utilities (IAMU) for 2014/15 Safety and Training Professional Services in an amount not to exceed \$134,000
15. Resolution approving 2014-2034 Intergovernmental Agreements for Resource Recovery System
16. Resolution approving preliminary plans and specifications for Unit No. 7 Crane Repair; setting July 9, 2014, as bid due date and July 22, 2014, as date of public hearing
17. Resolution approving contract and bond for Specialized Wet Dry Vacuum, Hydro Blast, and Related Cleaning Services for Power Plant
18. Resolution approving Change Order with NESCO, LLC, of Bluffton, Indiana, to extend Rental Contract for Aerial Bucket Truck for Electric Services
19. Resolution renewing contract with Klean Rite of Ames, Iowa, for Custodial Services for City Hall in the amount of \$57,224.70, plus \$20.10 per hour for emergency callback and additional work as authorized
20. Resolution renewing contract with Asplundh Tree Expert Company of Fairfax, Iowa, for Line Clearance Program for Electric Distribution in an amount not to exceed \$301,420 for FY 2014/15
21. Resolution renewing contract with Fletcher Reinhardt Company of Cedar Rapids, Iowa, in accordance with unit prices bid for Electric Meters for Electric Services Department
22. Resolution approving renewal of contract with Metering Technology and Elster AMCO for water meters and related parts for Water and Pollution Control

**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.**

**PLANNING & HOUSING:**

23. Motion determining consistency with Kingland Development Agreement for building materials
24. Resolution approving Preliminary Plat for 3699 George Washington Carver Avenue (Scenic Valley Subdivision)
25. Resolution approving/motion denying 2013/14 Second Round and 2014/15 First Round of Downtown Facade Grant Applications
26. Motion requiring/not requiring Master Plan for FS-RM Rezoning for 4710 Mortensen Road
27. 2013 Update to CDBG Analysis of Impediments to Fair Housing Choice Study

**PUBLIC WORKS:**

28. Update on South Duff Avenue Traffic Access Study
29. Staff report on Duff Avenue (6<sup>th</sup> Street to 10<sup>th</sup> Street) Speed Study
30. Staff report on 6<sup>th</sup> Street and Northwestern Avenue Traffic Analysis

**TRANSIT:**

31. Resolution renewing contract with Heart of Iowa Regional Transit Association (HIRTa) for FY 2014/15 Dial-A-Ride services at approximately 4% rate increase

**HEARINGS:**

32. Hearing on 2014/15 Shared-Use Path Maintenance (South 4<sup>th</sup> Street):
  - a. Resolution approving final plans and specifications and awarding contract to A&D Contracting, LLC, of Sioux City, Iowa, in the amount of \$100,753

**ORDINANCES:**

33. Second passage of Airport Obstruction Ordinance
34. Third passage and adoption of ORDINANCE NO. 4185 modifying *Ames Municipal Code* Section 21.114(3) providing electronic message signs standards

**COUNCIL COMMENTS:**

**ADJOURNMENT:**

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

**MINUTES OF THE AMES AREA METROPOLITAN PLANNING ORGANIZATION  
TRANSPORTATION POLICY (AAMPO) COMMITTEE AND  
REGULAR MEETING OF THE AMES CITY COUNCIL**

**AMES, IOWA**

**MAY 27, 2014**

**MINUTES OF THE AMES AREA METROPOLITAN PLANNING ORGANIZATION  
TRANSPORTATION POLICY COMMITTEE**

The Ames Area Metropolitan Planning Organization (AAMPO) Transportation Policy Committee meeting was called to order by Ames Mayor Ann Campbell at 7:00 p.m. on the 27th day of May, 2014, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law with the following voting members present: Gloria Betcher, City of Ames; Amber Corrieri, City of Ames; Tim Gartin, City of Ames; Matthew Goodman, City of Ames; Chet Hollingshead, Boone County; Chris Nelson, City of Ames; and Wayne Clinton, Story County. City of Ames Transit Director Sheri Kyras and Garrett Pedersen, representing the Iowa Department of Transportation, were also present. Jonathan Popp, City of Gilbert; Hamad Abbas, Transit representative; and Peter Orazem, City of Ames, were absent.

Transportation Engineer Damion Pregitzer introduced Tony Filippini, the City's new Transportation Planner.

**PUBLIC HEARING ON PROPOSED FY 2015 TRANSPORTATION PLANNING WORK PROGRAM (TPWP):** Mr. Pregitzer explained that the TPWP includes several elements to ensure an integrated transportation system. One of several elements is the review of development plans to determine impact on the transportation system. This includes reviewing potential changes to the Land Use Policy Plan or Urban Fringe Plan, which are closely linked to the transportation system. A large work activity in the TPWP is the update of the Long-Range Transportation Plan. A public input session was held on May 1, 2014, on the Draft TPWP. No revisions were requested by the public. The final TPWP must be submitted to the Iowa Department of Transportation (DOT) by June 1, 2014.

Moved by Clinton, seconded by Hollingshead, to approve the Final FY 2014 Transportation Planning Work Program for submission to the Iowa Department of Transportation.  
Vote on Motion: 8-0. Motion declared carried unanimously.

**DRAFT FY 2015-18 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AND SETTING DATE OF PUBLIC HEARING:** Moved by Betcher, seconded by Goodman, to approve the Draft FY 2015-18 Transportation Improvement Program and set July 8, 2014, as the date of public hearing.  
Vote on Motion: 8-0. Motion declared carried unanimously.

**ADJOURNMENT:** Moved by Nelson, seconded by Clinton, to adjourn the AAMPO Policy Committee meeting at 7:06 p.m.  
Vote on Motion: 8-0. 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 7:09 p.m. on May 27, 2014, in the City Council Chambers in City Hall, 515 Clark Avenue. Present from the Ames City Council were Gloria Betcher, Amber Corrieri, Tim Gartin, Matthew Goodman, and Chris Nelson. *Ex officio* Member Lissandra Villa was also present. Council Member Peter Orazem was absent.



**CONSENT AGENDA:** Council Member Gartin asked to pull Item No.17 (Extension of temporary rental of metered stalls adjacent to 119 Stanton Avenue for First American Bank), and Council Member Goodman asked to pull Item No. 23 [Requests of Main Street Cultural District (MSCD) for Main Street Country Night] from the Consent Agenda for separate discussion.

Moved by Nelson, 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 May 13, 2014, and Special Meetings of May 12, 19, and 20, 2014
3. Motion approving certification of civil services applicants
4. Motion approving Report of Contract Change Orders for May 1-15, 2014
5. Motion approving new Class B Liquor License for Gateway Hotel & Conference Center, 2100 Green Hills Drive
6. Motion approving 5-Day Special Class C Liquor License for Ames Public Library Friends Foundation, 515 Douglas Avenue
7. Motion approving 5-Day licenses for Olde Main Brewing Company, pending dram shop insurance coverage:
  - a. May 31 - June 4: Special Class C Liquor License at ISU Alumni Center, 420 Beach Avenue
  - b. June 2 - 6: Special Class C Liquor License at Reiman Gardens, 1407 University Boulevard
  - c. June 4 - 8: Special Class C Liquor License at Hansen Agriculture Student Learning Center, 2516 Mortensen Road
  - d. June 9 - 13: Special Class C Liquor License at ISU Alumni Center, 420 Beach Avenue
  - e. June 12 - 16: Special Class C Liquor License at Reiman Gardens, 1407 University Boulevard
8. Motion approving renewal of the following beer permits, wine permits, and liquor licenses:
  - a. Class B Beer – Pizza Hut #4303, 436 South Duff Avenue
  - b. Class C Liquor – Old Chicago, 1610 S. Kellogg Avenue
  - c. Class C Liquor – Della Viti, 323 Main Street, #102
9. Motion delegating to City staff the ability to administratively close State Avenue for ISU's reconstruction project
10. RESOLUTION NO. 14-290 approving 2014/15 Pay Plan
11. RESOLUTION NO. 14-291 approving 2014/15 Human Services Annual Contracts
12. RESOLUTION NO. 14-292 approving 2014/15 Commission On The Arts (COTA) Annual Grants
13. RESOLUTION NO. 14-293 approving request of Heartland Senior Services for reallocation of funding
14. RESOLUTION NO. 14-294 approving request of Fire Department for reallocation of CIP funding for a parking lot-encompassing fence and rolling gate at Fire Station 2
15. 2014 Department Bureau Justice Edward Byrne Memorial Justice Assistance Grant (JAG) Program:
  - a. Motion approving submission of Grant application
  - b. RESOLUTION NO. 14-295 approving Memorandum of Understanding with Story County for disbursement of funds
16. Southeast Entryway Project:
  - a. RESOLUTION NO. 14-296 accepting as complete and satisfactory the Southeast Entryway Project, ordering final payment, determining amount to be assessed, and ordering Final Plat and Schedule
  - b. RESOLUTION NO. 14-297 adopting final assessment and levying assessments
17. RESOLUTION NO. 14-298 approving extension of temporary rental of metered stalls adjacent to 119 Stanton Avenue for First National Bank
18. RESOLUTION NO. 14-299 awarding Engineering Services Contract to Civil Design Advantage, LLC, of Grimes, Iowa, in an amount not to exceed \$82,400 for 2014/15 Collector Street Pavement Improvements (Woodland Street and West Street)

19. RESOLUTION NO. 14-300 awarding Engineering Services Contract to Howard R. Green, Inc., of Johnston, Iowa, in an amount not to exceed \$35,000 for 2012/13 Concrete Pavement Improvements Contract #2 (Southeast 5<sup>th</sup> Street)
20. RESOLUTION NO. 14-301 awarding Engineering Services Contract to WHKS & Co. of Ames, Iowa, in an amount not to exceed \$74,200 for 2014/15 Concrete Pavement Improvements Contract #1 (Hayward Avenue)
21. RESOLUTION NO. 14-302 awarding Engineering Services Contract to Clapsaddle-Garber Associates, Inc., of Ames, Iowa, in an amount not to exceed \$61,300 for 2014/15 Concrete Pavement Improvements Contract #2 (Ridgewood Avenue and 9<sup>th</sup> Street)
22. RESOLUTION NO. 14-303 awarding Engineering Services Contract to Bolton & Menk, Inc., of Ames, Iowa, in an amount not to exceed \$104,470 for 2014/15 CyRide Pavement Improvements (24<sup>th</sup> Street and Bloomington Road)
23. Requests for Midnight Madness:
  - a. Motion approving 5-day Class B Beer Permit and Outdoor Service Area in City Hall Parking Lot N
  - b. Motion approving tapping of up to seven kegs at once during post-race party with maximum of 20 kegs total during the evening
  - c. Motion approving blanket Vending License for July 12 and 13
  - d. RESOLUTION NO. 14-306 approving closure of certain streets and parking lots on July 12 and 13
  - e. RESOLUTION NO. 14-307 approving suspension of parking regulations and enforcement from 6:00 p.m. to 11:00 p.m.
  - f. RESOLUTION NO. 14-308 approving waiver of fee for Vending License and usage of electricity
24. Request for Captain Midnight's Run for Cystic Fibrosis on August 29, 2014:
  - a. RESOLUTION NO. 14-309 approving closure of Bloomington Road, from Roy Key Avenue to Hoover Avenue, from approximately 7:00 to 7:45 p.m.
25. RESOLUTION NO. 14-310 awarding contract to Larson Contracting Central, LLC, of Lake Mills, Iowa, for Concrete Acid Foundation and Containment Structure in the amount of \$30,329 (inclusive of applicable Iowa sales tax)
26. RESOLUTION NO. 14-311 awarding contract to Freightliner of Des Moines, Iowa, in the amount of \$69,107 for purchase of Truck Chassis for 45-foot Aerial Truck
27. RESOLUTION NO. 14-312 awarding contract to Dewey Ford of Ankeny, Iowa, for purchase of Four-Wheel Drive Truck Chassis in the amount of \$35,043; and to Truck Equipment, Inc., of Des Moines, Iowa, for purchase of Aerial Platform, Body, and Accessories in the amount of \$92,523, all for 40-Foot Aerial Truck
28. RESOLUTION NO. 14-313 awarding contract to Public Information Kiosk, Inc., of Germantown, Maryland, for Library Media Dispensing System in the amount of \$69,499
29. RESOLUTION NO. 14-314 awarding contract to DPC Industries, Inc., of Omaha, Nebraska, for 2014/15 Liquid Sodium Hypochlorite in the amount of \$.789/gallon
30. RESOLUTION NO. 14-315 awarding contract to Graymont Western Lime, Inc., of West Bend, Wisconsin, in the amount of \$146/ton for purchase of Pebble Lime for Water Treatment for FY 2014/15
31. RESOLUTION NO. 14-316 approving purchase of items to complete RFID Implementation CIP Project from SirsiDynix/Bibliotheca for the Library in the amount of \$107,188.92
32. RESOLUTION NO. 14-317 waiving Purchasing Policies and approving sole-source purchase of ADS and PDS Vessels for Resource Recovery Plant from Air-Cure Incorporated of Minneapolis, Minnesota, in the amount of \$253,449
33. RESOLUTION NO. 14-318 renewing contract for FY 2014/15 with Waste Management of Ames, Iowa, in the amount of \$.1249/mile/ton for Hauling Ferrous Metals for Resource Recovery Plant

34. RESOLUTION NO. 14-319 approving contract and bond for 2013/14 Water System Improvements Program - Water Service Transfer #1 (10<sup>th</sup> Street)
  35. RESOLUTION NO. 14-320 approving contract and bond for Vet Med Substation Feeder Extension
  36. RESOLUTION NO. 14-321 approving contract and bond for Asbestos Maintenance Services for Power Plant
  37. RESOLUTION NO. 14-322 accepting completion of Replacement Superheater Attenuator at Power Plant
- Roll Call Vote: 5-0. Resolutions/Motions declared adopted/approved unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**EXTENSION OF TEMPORARY RENTAL OF METERED STALLS ADJACENT TO 119 STANTON AVENUE FOR FIRST NATIONAL BANK:**

Council Member Gartin indicated that he had pulled this item from the Consent Agenda in order to provide more background. He clarified that what was before the Council at this time was an extension of the agreement only through the end of June. The additional time will allow the Campustown Action Association (CAA) to have a greater level of conversation. Mr. Gartin said he had contacted First National Bank to get its perspective as to how the arrangement was working and encouraged the Bank representative to be especially cognizant of the relationship with Jeff's Pizza because that was the business most directly affected by this. According to Mr. Gartin, he received assurances that they had been having regular communication with Jeff's Pizza and surrounding businesses, and things appeared to be going well.

Moved by Gartin, seconded by Corrieri, to adopt RESOLUTION NO. 14-298 approving an extension of temporary rental of metered stalls adjacent to 119 Stanton Avenue for First National Bank.

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

**MAIN STREET COUNTRY NIGHT EVENT:** Council Member Goodman acknowledged that the City Council had received an e-mail today from the Station and General Sales Manager of 1430 KASI/105.1 expressing concern that the MSCD was bringing in an outside radio station and other outside vendors for this event. Mr. Goodman asked if the City had any policies regarding under what circumstances parking meter waivers were recommended for outside vendors. Management Analyst Brian Phillips replied that the City does not have any policies on that topic; however, the Council has the option of not waiving the fees. Council Member Goodman explained that an Ames entity that was a member of the MSCD was not asked to provide services for this event. City Manager Steve Schainker noted that this event was being viewed as a Main Street Cultural District event. Mr. Phillips said that some weight is given to whether the event promotes the interest and goals of the District.

Council Member Betcher asked if the City has any contract that specifies the relationship between the City and Downtown vendors. City Manager Schainker answered that the City does have an annual contract with the MSCD to contribute funds to its operating budget; however, no distinction is made about non-Ames entities participating in events.

Scott Griffen, 1614 Pierce Circle, Ames, owner of Olde Main Brewery on Main Street, addressed the closure of Main Street. He pointed out that the City has a bandshell that he believes is underutilized. Mr. Griffen questioned why Main Street needed to be closed to accommodate this event when it is only a couple blocks from a bandshell.

Moved by Corrieri, seconded by Nelson, to approve the following requests from Main Street Cultural District (MSCD) for Main Street Country Night on Thursday, July 17:

- a. Motion approving 5-Day Class B Beer Permit & Outdoor Service, subject to the MSCD obtaining dram shop insurance and hiring two Police Department officers
  - b. RESOLUTION NO. 14-304 approving closure of 200 block of Main Street from 12:00 p.m. on Thursday, July 17, to 2:00 a.m. on Friday, July 18, and waiver of parking meter fees and enforcement on 200 block
  - c. RESOLUTION NO. 14-305 approving usage of electricity and waiver of costs
- Roll Call Vote: 4-1. Voting aye: Betcher, Corrieri, Gartin, Nelson. Voting nay: Goodman. Resolutions/Motions declared adopted/carried, signed by the Mayor, and hereby made a portion of these Minutes.

**PUBLIC FORUM:** Scott Griffen, 1614 Pierce Circle, Ames, referenced the e-mail sent to the Mayor and City Council from Carol Kisling, Manager of an Ames radio station. Mr. Griffen stated that he is a proponent of events in Downtown Ames; however, would like the MSCD Director to answer whether the local radio station could have matched the outside station's offer. He strongly believes that members of the MSCD should, at the very least, be asked first to provide their services for events sponsored by the District.

Mr. Griffen also noted that the City Council had earmarked \$7,000 for Sesquicentennial activities. He noted that, on February 11, 2014, the Council had allocated \$39,000 to the MSCD - \$32,000 was for its operations and \$7,000 was earmarked for Sesquicentennial activities. However, Mr. Griffen has learned that \$6,000 of that money had been spent on the parade. He is concerned that the monies were not being used as intended by the City Council. At the inquiry of Mayor Campbell, Mr. Griffen indicated that he had talked to MSCD Board members and Dan Culhane, Director of the Ames Chamber of Commerce, about his concern.

No one else came forward to speak, and Mayor Campbell closed Public Forum.

**OUTDOOR SERVICE PRIVILEGE FOR CHARLIE YOKE'S:** Lieutenant Brinkley recalled that this item initially came before the City Council on April 8, 2014; at which time, the Police Department's position was that the fencing around the patio was inadequate. Since then, Lieutenant Brinkley met with bar owner Jason Crimmins, relaying the Police Department's expectations and requirements to ensure that underage persons did not have access to the patio. The proposed outdoor service area now meets the Police Department's requirements.

Lieutenant Brinkley also reported that there had been no additional liquor license violations at the establishment in question since April 8.

Council Member Betcher asked to know the connection between the Outdoor Service Privilege and the 6-Month Liquor License previously approved by the Council for this establishment. Lieutenant Brinkley answered this the Outdoor Service would be added to the 6-Month License; it is all one license.

Moved by Gartin, seconded by Nelson, to approve an Outdoor Service Privilege for Charlie Yoke's, 2518 Lincoln Way, contingent upon completion of the gate on the south side of the patio.  
Vote on Motion: 5-0. Motion declared carried.

**ENTRANCE SIGNS IN MULTI-FAMILY DEVELOPMENTS:** Building Official Seana Perkins provided a chronological background from January 23, 2014, to the present on the request of Copper Beech of Ames II, LLC, to place an 18.8 square foot monument sign on South 16<sup>th</sup> Street near the entrance to the property. The City Council had referred to staff a letter from Fernsler Hutchison Architecture (representing Copper Beech townhomes) on March 18, 2014.

According to Ms. Perkins, *Municipal Code* Section 21.121 regulates the type of sign that can be erected by zone, rather than by use. Leaving the *Code* as it is currently written would not resolve the signage needs of multiple-family developments. As it currently exists, residential developments would have to subdivide to be allowed to erect an entrance sign.

Ms. Perkins reported that entrance signs for multi-family developments that clearly state the name of the development are typical in most communities. Staff suggested that any new signage requirements be similar to the standards for subdivision entrance signs.

Council Member Gartin asked how small of a development could the new language pertain to; specifically, could it be a single multi-family building or would it need to be something larger. Building Official Perkins said that was unknown at this time; however, she felt that staff could craft language that could reflect the Council's wants. It would be based on use, rather than in what Zoning District the building(s) was located. The Mayor noted that the Council would not want a proliferation of signs for every apartment building/duplex. City Manager Schainker added that the Council could ask staff to come up with a recommendation to limit that.

Council Member Goodman said that he had observed large banner-type signs affixed to high-density buildings and asked if those were allowed in the Sign Code. Ms. Perkins said that temporary portable signs are allowed. A banner sign may be up to 100 square feet and remain on the building for up to 90 days. Permits are required, which allow staff to track the time frame and size for temporary signs.

After being asked by Council Member Betcher, Ms. Perkins advised that, since she has been the Building Official, no variances had been approved for entrance signs for multiple-family developments. The Building Board of Appeals had not processed any applications.

Moved by Goodman, seconded by Gartin, to direct the City Attorney to draft an appropriate amendment to the *Municipal Code* that would allow entrance signs for multiple-family developments in compliance with the existing standards for subdivision entrance signs reflected in Section 21.121(10); and allow staff to create a scale caveat if it is felt appropriate.

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

**HEARING ON FINAL AMENDMENTS TO FISCAL YEAR 2013/14:** Mayor Campbell opened the public hearing. No one came forward to speak, and the hearing was closed.

Finance Director Duane Pitcher and Budget Officer Nancy Masteller presented the main amendments to the FY 2013/14 Budget.

Mr. Pitcher explained that staff will begin a new process because of the really large projects occurring. The first budget review that includes only carry-overs will be seen by the City Council in September.

Moved by Goodman, seconded by Corrieri, to adopt RESOLUTION NO. 14-323 amending the current budget for Fiscal Year ending June 30, 2014.

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

**HEARING ON TEXT AMENDMENTS TO ARTICLE 2, ARTICLE 4, AND ARTICLE 13 OF THE ZONING CODE TO ESTABLISH USE AND HEIGHT RESTRICTIONS FOR LAND WITHIN THE FAA AIRPORT IMAGINARY SURFACES AIRSPACE ZONES:** The public

hearing was opened by the Mayor. It was closed after no one asked to speak.

Moved by Nelson, seconded by Corrieri, to pass on first reading an ordinance revising Article 2, Article 4, and Article 13 of the Zoning Code in order to establish obstruction restrictions for land within the FAA Airport Imaginary Surfaces Airspace Zones.

Roll Call Vote: 5-0. Motion declared carried unanimously.

**CONVERSION OF ELECTRIC PLANT TO NATURAL GAS:** Assistant Electric Services Director Brian Trower advised that, based on the averaged weighted scores and a unanimous decision by the evaluation committee of the final proposals, it was recommended that a contract be awarded to Sargent & Lundy, LLC, of Chicago, Illinois, in an amount not-to-exceed \$1,995,000.

At the inquiry of Council Member Goodman, Mr. Trower advised that the City is preserving the option to return to coal due to a “quirk in the Code.” The City will do its best to preserve the equipment so that it does not rust in place; however, it is not the City’s intent to return to burning coal. In response to Council Member Gartin’s question, Mr. Trower stated that if the City were to return to burning coal, there would be a host of very expensive air-pollution-control equipment that would have to be added to the Plant.

Mr. Gartin asked why the firm that had submitted the lowest bid was not being recommended. Mr. Trower explained that the firm with the lowest proposal did not have the expertise to do the transition for a plant the size of Ames’s. He elaborated that Sargent & Lundy had been involved in converting 25 units. The firm with the lowest proposal is currently involved with converting its first unit.

Moved by Corrieri, seconded by Betcher, to adopt RESOLUTION ON. 14-324 awarding an Engineering Services Contract to Sargent & Lundy, LLC, of Chicago, Illinois, in an amount not to exceed \$1,995,000 for converting the City of Ames Steam Electric Plant from coal to natural gas. Roll Call Vote: 5-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

**TEMPORARY TRAFFIC SIGNAL AT 13<sup>TH</sup> STREET/KELLOGG AVENUE:** Transportation Engineer Damion Pregitzer advised that Phase 2 of Mary Greeley Medical Center’s expansion project will involve the reconstruction of the main east-west drive within its site at 11<sup>th</sup> Street and the relocation of the main entrance used for patients. It was noted that, while under construction, traffic will be able to enter the hospital campus only off of Duff Avenue and to exit the campus only on Kellogg Avenue.

Mr. Pregitzer stated that it was important to note that meetings with neighborhoods directly affected by the change in traffic patterns were held. The residents’ major concerns with routing traffic onto Kellogg Avenue would be with allowing those vehicles to cut-through the neighborhood to the west and to the south. They were also concerned with the material staging and parking issues associated with construction along the west side of the hospital campus.

Moved by Corrieri, seconded by Betcher, to adopt RESOLUTION NO. 14-325 approving a temporary traffic signal at 13<sup>th</sup> Street/Kellogg Avenue for Phase 2 of Mary Greeley Medical Center expansion.

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

**STORM WATER EASEMENT AT 1515 INDIANA AVENUE:** Eric Cowles, Municipal Engineer, provided a summary of the request by the owners of 1515 Indiana Avenue for the storm water retention easement to be vacated. Mr. Cowles advised that staff feels that there may be an opportunity to vacate the easement and release the building restriction based on topography and past history. However, in order to move forward, staff believes that a drainage analysis should be conducted by a third-party professional engineer at the property owner's or Homeowner Association's expense.

Council Member Goodman questioned whether Mr. Cowles believed that the analysis would be decisive or more vague. He cited his concern about asking the home owner to spend funds if the answer might come back in the "gray area." Mr. Cowles responded that that risk would exist. He acknowledged that there have not been any issues to date.

City Manager Schainker cautioned the Council, stating that if there would be a problem after the easement is vacated, residents would look to the City to fix it.

Mr. Cowles advised that the home owner would hire a consultant. Staff would come back to Council with the results of the analysis and then ask for direction on what should be done.

Moved by Nelson, seconded by Corrieri, to approve Option 1, which is: Upon completion of an engineering analysis, should Council give direction to vacate easement areas, staff would begin the vacation process, which would include, but is not limited to, a modification to the current restrictive covenants and a new survey(s) to define the exact limits of the area(s) to be vacated. All fees (engineering analysis, survey, advertisement, and recording) for this work would be the responsibility of the property owner or the Homeowner Association, and not be a cost to the City. The Homeowners Association would also need to modify its restrictive covenants to allow for the construction of a porch in the easement area.

Council Member Gartin noted that the Council would be setting an important precedent in this case. He stated that when people purchase property, they should do due diligence to ensure they understand the easements that affect their property. It is his hope that a great deal of thought goes into easements before they are initially put in place. Mr. Gartin also cautioned that the City Council has to consider that the action they take on this issue will affect many other property owners and future developments in the area.

Mr. Cowles advised that the property in question is located on the upstream side, which is the reason that staff believes there is an opportunity to vacate the easement.

Council Member Goodman pointed out that vacating the easement changes the situation for others. It is unknown whether other similar requests from the area in question will come before the Council, and if so, would Council be able to allow others to vacate as well. Mr. Cowles advised that the analysis should indicate if and where the easement could be vacated. Mr. Goodman also expressed his concern about requiring the homeowner to pay for the analysis. He believed that, to protect the long-term interests of the City, the City should contract and pay for the analysis to be performed. City Manager Schainker stated that the City could hire the professional to perform the analysis, with the costs of the analysis being borne by the owner or homeowner association.

Moved by Nelson, seconded by Goodman, to amend the motion to state that the City will contract for the analysis and the property owner at 1515 Indiana Avenue will reimburse the City for the cost of the analysis.

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

Vote on Motion, as Amended: 5-0. Motion declared carried unanimously.

John Larson, 1515 Indiana Avenue, Ames, commented that he would like an opportunity for a professional to provide an opinion that the way that the porch addition onto his home is designed will improve drainage by providing better retention. Analysis of the entire easement would then not be needed, and the cost of the analysis would not be as great. According to Mr. Larson, there is also currently existing a 10' x 18' patio that has no retention.

Council Member Gartin said that it would be difficult for the City to address only the Larson's storm water easement and leave the others unattended. Mr. Larson agreed, but would like the opportunity for a professional to say that there would be better retention for the whole neighborhood if the porch addition were built on his property. Mr. Larson also advised that the Neighborhood Association has approved the vacating of the easement and the construction of the porch on his property with the condition that the City approves it.

Mr. Larson noted that he disagreed with Option 1 due to the potential cost to him or the homeowners' association.. Mr. Cowles stated that the City would report the proposed cost of the analysis to the Larsons and the homeowners' association prior to a contract being entered into to perform the work.

**SIDEWALK CAFES:** Assistant City Manager Melissa Mundt recalled that the Campustown Action Association (CAA) had asked, in Summer 2012, for clarifications pertaining to regulations for sidewalk cafes. Staff then presented a series of questions to the City Council in late 2012 to help guide the re-write of the vending and sidewalk café portion of the *Municipal Code*. According to City Manager Schainker, the Council will not be asked for direction on this issue until early summer.

Ms. Mundt advised that existing sidewalks in both Campustown and Downtown are generally not wide enough for sidewalk cafes. Options presented by staff were offset sidewalk cafes and parklets for dining and public space. According to Ms. Mundt, the City of Cedar Rapids now actively promotes the use of parklets in its downtown next to restaurants and has done so for at least two years.

Assistant City Manager Mundt said that direction from the City Council is also needed on the following issues:

1. What requirements should exist to delineate the sidewalk café from the pedestrian space
2. How should conflicts regarding vending carts and sidewalk cafes be addressed
3. Should alcohol serve be permitted at sidewalk cafes
4. How is the proposed facilitation of bicycle movement in the Campustown Business District compatible with or in opposition with the placement of sidewalk cafes

Council Member Gartin asked to know if the restaurant owners were in favor of allowing outdoor cafes. Kim Hanna, Director of the CAA, 200 Stanton, Ames, told the Council that, in talking with several restaurant owners along Lincoln Way, the idea of outdoor cafes is very appealing to them. The CAA believes that sidewalk cafes add to the energy and excitement in the District. It is part of the CAA's mission to make Campustown appealing to all ages and actually seeing people acting responsibly with alcohol in public would be good for the restaurant owners and the District.



Terry Stark, President of the Main Street Cultural District and owner of Chocolaterie Stam, advised that tourism experts say that outdoor dining draws customers. Mr. Stark said that the MSCD endorses outdoor cafes. He stated that people would be able to find parking.

Council Member Gartin said he would be open to revisiting the City's policy regarding alcohol on sidewalks if data were obtained from Iowa City and other communities that currently allow it.

Allen Bell, 138 Main Street, Ames, suggested that the City consider using alleys, rooftops, or extensions over the sidewalks for outdoor cafes.

Mr. Bell asked to bring a somewhat related item to the Council. He stated that he lives on Main Street, and there is a vendor at Main Street and Douglas Avenue who operates from 10 PM to 3 AM on Friday and Saturday nights. Mr. Bell said he felt it was desirable to have people live in the Downtown District. According to Mr. Bell, the noise associated with that vending operation prevents him from sleeping. Mr. Bell also noted that crowd control is a real problem. The people exiting the bars are very loud, some are intoxicated, and there have been fist-fights. According to Mr. Bell, some of the operations of the vending cart are unsafe, e.g., placement of propane tanks. Mr. Bell noted that he was not objecting to the vendor himself, but to the placement of the vendor's car. He asked the City to consider moving the vendor to the end of Main Street on Duff Avenue.

**BICYCLE AND PEDESTRIAN SAFETY IN CAMPUSTOWN:** Management Analyst Phillips provided the history of this issue. He noted that the 2017/18 Capital Improvements Plan (CIP) has \$1,500,000 to replace utility infrastructure and reconstruct the 100 block of Welch Avenue. During that process, the City must decide what the streetscape elements will look like when the project is complete. It is possible to return the existing features (bump-outs with light poles, street trees) or to replace those features with new streetscaping, such as planters, seating areas, or wider sidewalks. According to Mr. Phillips, until that process occurs, now is a critical opportunity to test any projects the City Council might be interested in. Specific details regarding implementation would be returned to the City Council for final approval. There would be time to review the options with officials from Iowa State University.

After reviewing the Task Force projects in relationship to ongoing and proposed projects in Campustown, City staff made the following recommendations:

1. Proceed with the non-infrastructure and minor infrastructure projects.
2. Do not proceed with the project to modify Parking Lot X.
3. Develop a project to temporarily place a bike lane in the parking lane along the south side of Lincoln Way from Hayward Avenue to Lynn Avenue. It was noted that this project would be reversible if the sense of the community was that retaining the parking spaces is a greater priority.

Mr. Phillips stated that the Kingland project has caused the sidewalk along one block of Lincoln Way to be placed in the parking lane. Staff proposed that, as the Kingland project continues and the Lincoln Way sidewalk reopens to pedestrian use, the parking lane should remain closed to accommodate a bike lane. The parking along the adjacent west and east blocks would also be closed to accommodate a bike lane.

Transportation Engineer Pregitzer offered example options to create a temporary three-block bike lane on Lincoln Way, as follows:

- a. Striping - estimated cost of \$1,000
- b. Tubular Barrier - estimated cost of \$11,000

- c. Jersey Barrier - estimated cost of \$20,600
  - d. Planters - estimated cost of \$50,850
4. Develop a project to temporarily close parking along the east side of the 100 and 200 blocks of Welch Avenue in order to widen the sidewalks and install a bike lane in those spaces. Staff estimated that striping the 200 block of Welch for a bike lane would cost less than \$500, while installing planters and ramps on the 100 block of Welch Avenue would cost up to \$10,000. The planters could be re-used on other projects in the future. If the Council felt strongly, this project could be duplicated on the west side of Welch Avenue; however, the priority for bike safety would be the east side of the street.

Mr. Phillips informed the City Council that the CAA has indicated that parking along Lincoln Way is not compatible with different uses and encourages the City to remove the parking to accommodate bike safety, wider sidewalks, and sidewalk cafes. Also, the CAA has indicated that the on-street parking should be preserved every where possible on Welch Avenue. It does not support the concept of a parking closure on Welch Avenue.

*Ex officio* Member Lissandra Villa indicated that, from discussions she had had with students, they did not mind trading parking for a bike lane.

Carol Williams, 628 - 8<sup>th</sup> Street, Ames, identified herself as a member of the Ames Bike Coalition, but said she would be providing her personal opinion. Firstly, she asked what happened to the sharrows and the bike path on Chamberlain. Mr. Phillips said staff needed more time to evaluate whether those more permanent recommendations, such as sharrows and bike paths, were the best solutions. In the meantime, staff was suggesting temporary solutions to be tried.

Ms. Williams stated her desire that Ames hire a Bicycle-Pedestrian Coordinator, a position that could be shared with ISU.

Trevar Ward, 316 - 11<sup>th</sup> Street, said he was a member of the Task Force and a member of the Ames Bike Coalition. He expressed his appreciation of the process and said he found it extraordinarily fruitful. Mr. Ward said that Ames has some excellent spaces for cycling, but has some “holes.” Mr. Ward showed a map showing bicycling traffic in Ames. It showed that Campustown and South Duff were the least-traveled. He encouraged the City to create several small task forces to address certain aspects of the bicycle path system.

Donna Ziminski, co-owner of Leedz Salon, 2536 Lincoln Way, Ames, advised that parking close to their business is crucial to their business. Ms. Ziminski presented a petition signed by whom she claimed was every property owner in the 2500 block of Lincoln Way objecting to removing any parking from Lincoln Way and/or Welch.

Director of CAA Kim Hanna noted a goal of the Association to increase the strength of all modes of transportation to and through Campustown. The CAA wants to save parking wherever possible except on Lincoln Way. Ms. Hanna shared input provided by CAA members.

Ann Taylor, owner of Dogtown University, 217 Welch Avenue, and current President of the CAA, shared some of the conversations that she had had with property owners in Campustown. She noted that the discussions about bicycle and pedestrian safety started two years ago.

Council Member Gartin said it was necessary to balance community interests with those of the property owners who are directly affected. He believes that the item should be tabled for a short time

as there appears to be a lack of communication with the directly impacted property owners along Lincoln Way.

Council Member Betcher said it is impossible to have biking, parking, and outdoor cafes. It is difficult for the City Council members to prioritize those three components.

At the inquiry of Council Member Goodman, Transportation Engineer Pregitzer said that to cut down on the number of lanes on a street affects more than just bicyclists.

Council Member Corrieri asked what staff would do differently if this item were tabled. Mr. Pregitzer said staff would try different ways to get more engagement from the affected property owners.

Moved by Gartin to table this item.

Motion withdrawn.

Moved by Goodman, seconded by Corrieri, to install wayfinding signage, develop an education campaign for ISU students and the public on rights/responsibilities of roadway users, adjust parking fees, coordinate bike parking, and coordinate continuity of routes with ISU.

It was noted that, with that motion, it was expected that staff would return to the City Council for direction during the CIP process to prioritize the installation of bike detection equipment at two additional Campustown intersections.

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

Moved by Gartin, seconded by Goodman, to direct City staff to work with CAA to reach out to the affected property owners on Lincoln Way and Welch and return to Council with that information, such discussions to include members of the Task Force.

Vote on Motion: 4-1. Voting aye: Betcher, Gartin, Goodman, Nelson. Voting nay: Corrieri. Motion declared carried.

The meeting recessed at 9:24 p.m. and reconvened at 9:31 p.m.

**CAMERAS IN CAMPUSTOWN:** Police Chief Chuck Cychosz recalled that security cameras in Campustown were discussed with the City Council in July 2011 and June 2012. The Council indicated its support for improving lighting in Campustown, but did not support pursuing a camera installation project. Chief Cychosz noted that lighting improvements in Campustown had been done by Electric Services staff.

According to Chief Cychosz, from a crime-reduction standpoint, a camera installation may have two potential benefits: (1) a deterrent effect and (2) the role they play in investigating crimes. Helping to locate lost children or missing persons were listed as non-crime benefits.

Chief Cychosz told the Council that costs for camera installation vary depending on the definition of the video and the transfer rate of the data. For cameras to be most useful in investigating crimes after-the-fact, both high-definition cameras and high-speed fiber optic networking are required. Cameras are estimated to cost between \$1,000 and \$3,500 each. Network and storage costs total an additional \$10,000 to \$15,000.

Management Analyst Phillips brought the Council's attention to the privacy and philosophical considerations listed in the Council Action Form.

Moved by Gartin, seconded by Corrieri, for the City to move forward to study available technologies that could be utilized in the Campustown area and to bring a proposal for a specific camera project back to the City Council (this would include the number of cameras, policies for their use, updated cost estimates, and possible sources of funding).

Council Member Goodman said he would not support the motion because he finds it strange that government would start recording every motion of legal activities. He said he would like more specific information verifying that there is appreciative value to safety from cameras.

Vote on Motion: 4-1. Voting aye:

Moved by Goodman, seconded by Corrieri, that the staff report includes data on the deterrent effect from cameras.

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

**3699 GEORGE WASHINGTON CARVER (SCENIC VALLEY SUBDIVISION):** Moved by Corrieri, seconded by Betcher, to adopt RESOLUTION NO. 14-326 approving the Rezoning Agreement for 3699 George Washington Carver (Scenic Valley Subdivision).

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

**ORDINANCE MODIFYING MUNICIPAL CODE REFERENCE IN SIGN CODE:** Moved by Goodman, seconded by Betcher, to pass on second reading an ordinance modifying *Ames Municipal Code* Section 21.114(3) providing the electronic message sign standards.

Roll Call Vote: 5-0. Motion declared carried unanimously

**ORDINANCE REZONING WITH MASTER PLAN FOR 3699 GEORGE WASHINGTON CARVER AVENUE:** Moved by Goodman, seconded by Betcher, to pass on third reading and adopt ORDINANCE NO. 4183 rezoning with Master Plan property located at 3699 George Washington Carver Avenue from Agricultural (A) to Suburban Low-Density Residential (FS-RL).

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

**ORDINANCE INCREASING SEWER RATES:** Moved by Goodman, seconded by Corrieri, to pass on third reading and adopt ORDINANCE NO. 4184 increasing sewer rates by 8% effective July 1, 2014.

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

**COUNCIL COMMENTS:** Moved by Betcher, seconded by Gartin, to request a response from the MSCD regarding how the \$7,000 allocation from the City designated for Sesquicentennial activities is being or has been used.

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

Moved by Corrieri, seconded by Gartin, to refer to staff for a memo the letter from Allen Bell pertaining to a Main Street vendor.

Vote on Motion: 4-0-1. Voting aye: Betcher, Corrieri, Gartin, Nelson. Voting nay: None. Abstaining due to a conflict of interest: Goodman. Motion declared carried.

Moved by Gartin, seconded by Goodman, to refer the letter from Justin Gersema dated May 20, 2014, requesting installation of pedestrian crosswalk lights at the corner of 14<sup>th</sup> Street and Duff Avenue for a written report back to Council and to Mr. Gersema.

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

**CLOSED SESSION:** Council Member Gartin asked City Attorney Parks if there was a legal reason to go into Closed Session. Ms. Parks replied in the affirmative.

Moved by Corrieri, seconded by Betcher, to hold a Closed Session as provided by Section 21.5c, *Code of Iowa*, to discuss matters in litigation.

Roll Call Vote: 5-0. Motion declared carried unanimously.

The meeting reconvened in Regular Session at 11:53 p.m.

**ADJOURNMENT:** Moved by to adjourn the meeting at 11:54 p.m.

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Diane R. Voss, City Clerk

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Ann H. Campbell, Mayor



## REPORT OF CONTRACT CHANGE ORDERS

Period:	<input type="checkbox"/>	1 <sup>st</sup> – 15 <sup>th</sup>
	<input checked="" type="checkbox"/>	16 <sup>th</sup> – End of Month
Month & Year:	May 2014	
For City Council Date:	June 10, 2014	

Department	General Description of Contract	Contract Change No.	Original Contract Amount	Contractor/ Vendor	Total of Prior Change Orders	Amount this Change Order	Change Approved By	Purchasing Contact (Buyer)
Electric Services	Engineering Services for 69kV Substation Panel and Transmission Line Terminal Upgrades	1	\$113,514.00	Black & Veatch Corporation	\$0.00	\$5,971.16	D. Kom	CB
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		

*Caring People  
Quality Programs  
Exceptional Service*

**4a-j**

**TO:** Mayor Ann Campbell and Ames City Council Members

**FROM:** Lieutenant Jeff Brinkley – Ames Police Department

**DATE:** June 5, 2014

**SUBJECT:** Beer Permits & Liquor License Renewal Reference City Council Agenda  
June 10, 2014

The Council agenda for June 10, 2014, includes beer permits and liquor license renewals for:

- Class B Beer – King Buffet, 1311 Buckeye, Suite B
- Class A Liquor w/ Outdoor Service – Green Hills Residents' Association, 2200 Hamilton Dr #100
- Class E Liquor, C Beer, and B Wine – AJ's Liquor, 4518 Mortensen #109
- Class E Liquor, C Beer, & B Wine – Kum & Go #200, 4510 Mortensen Road
- Class E Liquor, C Beer, & B Wine – Kum & Go #215, 4506 Lincoln Way
- Class E Liquor, C Beer, & B Wine – Kum & Go #216, 203 Welch Avenue
- Class E Liquor – MMDG Spirits, 126A Welch Avenue
- Class C Liquor – Texas Roadhouse, 519 South Duff Avenue
- Special Class C Liquor – Hickory Park, 1404 South Duff Avenue
- Class E Liquor, C Beer, & B Wine – Kum & Go #214, 111 Duff Avenue

A routine check of police records for the past twelve months found no violations for King Buffet, Green Hills, AJ's Liquor, Kum & Go #200, Kum & Go #215, Kum & Go #216, MMDG Spirits, Texas Roadhouse, or Hickory Park. The police department would recommend renewal of all of these licenses.

Kum & Go #214 was cited for selling alcohol to minors during a police compliance check on November 2, 2013. We have since conducted additional compliance checks and there have been no additional violations. We will continue to monitor compliance and recommend renewal at this time.

6-10-14

***Applicant***Name of Applicant: Gateway Center Associates, LLPName of Business (DBA): Gateway Hotel and Conference CenterAddress of Premises: Reiman Gardens, Mahlstede Building, Speer RoomCity: AmesCounty: StoryZip: 50014Business Phone: (515) 331-1753Mailing Address: 200 10th St., Ste 300City: Des MoinesState: IAZip: 50309***Contact Person***Name: Michelle MathewsPhone: (515) 331-1753Email Address: mmathews@ohospitality.comClassification: Special Class C Liquor License (BW) (Beer/Wine)Term: 5 daysEffective Date: 06/21/2014Expiration Date: 06/25/2014

Privileges:

Special Class C Liquor License (BW) (Beer/Wine)Sunday Sales***Status of Business***BusinessType: Limited PartnershipCorporate ID Number: 86769Federal Employer ID # 42-1068825***Ownership***



**Doug Drees**First Name: DougLast Name: DreesCity: Des MoinesState: IowaZip: 50313Position Manager% of Ownership 0.00 %

U.S. Citizen

**Friends of ISU Hotel Holdings**First Name: Friends of ISULast Name: Hotel HoldingsCity: Des MoinesState: IowaZip: 50313Position partner% of Ownership 1.00 %

U.S. Citizen

**Gateway Center Holdings, Inc.**First Name: Gateway CenterLast Name: Holdings, Inc.City: Des MoinesState: IowaZip: 50313Position partner% of Ownership 99.00 %

U.S. Citizen

**Michelle Mathews**First Name: MichelleLast Name: MathewsCity: Des MoinesState: IowaZip: 50309Position Controller% of Ownership 0.00 %

U.S. Citizen

***Insurance Company Information***Insurance Company: General Casualty

Policy Effective Date:

Policy Expiration Date:

Bond Effective Continuously:

Dram Cancel Date:

Outdoor Service Effective Date:

Outdoor Service Expiration Date:

Temp Transfer Effective Date:

Temp Transfer Expiration Date:

6-10-14

***Applicant***Name of Applicant: G Enterprises, Inc.Name of Business (DBA): Corner Pocket, DG's TaphouseAddress of Premises: 125 Main StreetCity: AmesCounty: StoryZip: 50010000Business Phone: (515) 232-1528Mailing Address: PO Box 503City: AmesState: IAZip: 50010000***Contact Person***Name: Scott GriffenPhone: (515) 231-9626Email Address: cuedoctor@iowatelecom.netClassification: Class C Liquor License (LC) (Commercial)Term: 12 months

Effective Date: 07/03/2014

Expiration Date: 07/06/2014

Privileges:

Class C Liquor License (LC) (Commercial)Outdoor Service***Status of Business***BusinessType: Privately Held CorporationCorporate ID Number: 134278Federal Employer ID # 42-1338349***Ownership***

**Daniel Griffen Jr.**First Name: DanielLast Name: Griffen Jr.City: AmesState: IowaZip: 50010Position Secretary% of Ownership 45.00 %

U.S. Citizen

**Kevin Green**First Name: KevinLast Name: GreenCity: AmesState: IowaZip: 50010Position Vice President% of Ownership 10.00 %

U.S. Citizen

**Scott Griffen**First Name: ScottLast Name: GriffenCity: AmesState: IowaZip: 50010Position President% of Ownership 45.00 %

U.S. Citizen

***Insurance Company Information***Insurance Company: Illinois Casualty CoPolicy Effective Date: 09/22/2013Policy Expiration Date: 09/21/2014

Bond Effective Continuously:

Dram Cancel Date:

Outdoor Service Effective Date: 07/03/2014Outdoor Service Expiration Date: 07/06/2014

Temp Transfer Effective Date:

Temp Transfer Expiration Date:

**COUNCIL ACTION FORM**

**SUBJECT: CAMPUSTOWN ACTION ASSOCIATION REQUESTS FOR JULY 11<sup>th</sup>  
MOVIE NIGHT IN CAMPUSTOWN**

**BACKGROUND:**

The Campustown Action Association (CAA) plans to hold a new event called Movie Night in Campustown on Friday, July 11, 2014. This free movie experience will be advertised to Ames families and residents in an effort to promote Campustown as a destination for all ages. Live entertainment and family activities will also be offered.

The CAA proposes to hold this event in Welch Lot T (the lot south of Pizza Pit), where it has previously held successful Summerfest and Friday Afternoon in Campustown events. The reserved parking spaces in Lot T would not be affected by this closure. In order to facilitate the event, the organizers are requesting the following actions by the City Council:

- Closure of Welch Lot T from 12:00 p.m. to midnight
- Waiver of meter fees for 19 parking spaces (\$28.50 loss to the Parking Fund)
- Blanket Temporary Obstruction Permit

The Ames Chamber of Commerce is providing liability insurance coverage for this event, since the CAA is an affiliate organization of the Chamber.

**ALTERNATIVES:**

1. Approve the requests outlined above for Movie Night in Campustown. 2014.
2. Approve the requests for the parking lot closure and the Temporary Obstruction Permit, but require reimbursement to the City for lost Parking Fund revenue.
3. Do not approve the requests.

**MANAGER'S RECOMMENDED ACTION:**

The Campustown Action Association has shown great effort in the last several years to create events that showcase and promote the Campustown area as a destination for all ages. This event is another opportunity for our citizens to enjoy family-oriented activities in the District.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the above requests.



campustown  
action  
association

June 5, 2014

Honorable Mayor Campbell and City Council  
Ames City Hall  
515 Clark Avenue  
Ames, IA 50010

RE: Movie Night in Campustown 2014

Dear Honorable Mayor Campbell and City Council,

The Campustown Action Association (CAA) is planning to hold the first ever Movie Night in Campustown on Friday, July 11 from 7pm to 10pm. As part of our continued theme of 'construction' over the next eighteen months, we will be partnering with Cyclone Cinema to show The Lego Movie in the city public parking lot. This free movie experience will be advertised to Ames families and residents in our continued efforts to promote Campustown as a social destination for all ages in Ames. We also plan to have live acoustic music and family activities to start off the night.

Cyclone Cinema will be donating their outdoor film equipment and screen for the event and will handle all aspects of the outdoor movie showing. CAA will be holding free activities for families before and during the movie, which will start approximately 8pm. Participants will be invited to bring their lawn chairs and enjoy the movie. We will be applying for a noise permit for the screening.

At this time, CAA asks the Ames City Council to consider the following requests:

1. CAA requests a resolution approving the closure of Welch Lot T from 12pm to 12m on July 11-12
2. CAA requests a resolution approving the waiver of parking meter fees for Welch Lot T
3. CAA requests a motion approving a Blanket Temporary Obstruction Permit for Welch Lot T

Thank you for your consideration of these requests and continued support of Campustown. We look forward to seeing you on July 11.

Sincerely,

Liz Jeffrey  
CAA Promotions Chair

Anne Taylor  
CAA Board President

Kim Hanna  
CAA Director

ITEM # 8  
DATE: 06-10-14

**COUNCIL ACTION FORM**

**SUBJECT:** REQUESTS FOR “PAINT BASH” FROM SEEK ENTERTAINMENT

**BACKGROUND:**

SEEK Entertainment, with the support of the Campustown Action Association (CAA), is planning to host a new event called “Paint Bash” on Friday, September 5. The Paint Bash concept involves a concert during which audience members are sprayed with nontoxic paint, similar to that used in events like the Color Run. Organizers propose to hold the concert in Stanton Lot Z, a City lot located at 2320 Chamberlain Street.

To facilitate this event, organizers have requested the closure of Lot Z from 2:00 p.m. on Friday, September 5, until approximately 12:00 p.m. on Saturday, September 6. Currently, 22 spaces in Lot Z are rented by various businesses and residents of the area. **City staff has contacted these renters to inform them of the SEEK Entertainment request, and no objections were received. Organizers have offered to pay the fees associated with reserving metered stalls off-site for any of the displaced renters who will need alternate arrangements. In addition to reserved stalls, Lot Z also has 35 metered parking spaces. Closure of these spaces will cost the organizers \$35. Because this is a for-profit event, City staff recommends that the City Council require reimbursement for the loss to the Parking Fund.**

Due to the fact that the event would be held on City property, staff has requested and reviewed a Material Safety Data Sheet to ensure that the paint material can be safely removed from the surface of the parking lot. Staff is requiring that a professional cleaning service clean the lot the morning after the event. The organizers also have indicated that they will place barriers to prevent paint from being washed into storm drains.

The Police Department is requiring SEEK Entertainment to pay for two officers to monitor the event. Because the concert is the night before a home football game, organizers may have a difficult time securing Police staff. If the required officers are unavailable, or if inclement weather prevents the concert from occurring on Friday, September 5, organizers have requested alternate dates of September 19 and October 10.

The CAA Board has had an opportunity to discuss this event proposal. Because it is alcohol-free, will be well-staffed, and appears to be well-planned, the CAA has expressed its support of the event in the attached letter.

**ALTERNATIVES:**

1. Approve the request for Paint Bash as submitted by SEEK Entertainment, contingent upon the organizers reimbursing the Parking Fund \$35, paying for two police officers to monitor the event, protecting the storm sewer system from paint run-off, and using a professional cleaning service to clean the parking lot following the event.
2. Direct staff to work with the organizers to find an alternative date or location for the event.
3. Deny the request.

**MANAGER'S RECOMMENDED ACTION:**

This event will provide our residents with an opportunity to enjoy an alcohol-free activity in Campustown. The event coordinators have committed to hiring private security and to pay for two Ames Police officers to ensure that the event occurs safely. City staff is comfortable that the paint used will not adversely affect the pavement and that event organizers will take steps to ensure protection of the storm sewer system.

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

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ANTHONY SECORD  
Address: 809 Wheeler St #110 Ames, IA  
50010-4367  
Phone: 952-210-8815  
Anthony@seekentertainmentcompany.com

May 6, 2014

Ames City Council  
515 Clark Avenue  
Ames, IA 50010

Dear Mayor Campbell and Members of the City Council,

I am writing on behalf of Seek Entertainment LLC, regarding a paint concert in the upcoming fall, Paint Bash. My partners and I are students at Iowa State University with a profound passion for music. Our mission is to create a thriving music scene in our city that rivals other Midwestern cities with universities of similar size, such as Iowa City and Lawrence, Kansas. Based on our market research, Paint Bash, is eagerly desired by students and the Campustown business community alike.

Paint Bash will be a one of a kind event, located in the heart of Campustown intended to benefit Ames both culturally and economically. We recently put out a survey to over 450 students at Iowa State about interest in a paint concert, and 97% gave interest in attending, while only 16% had been previously been to one. Paint concerts, similar to color runs, regularly take place in cities all over the US including Iowa City and even Des Moines. A unique aspect of this event is that it will bring people into Campustown for a fun, non-alcohol related event, as it will be 18 plus with strictly no alcohol allowed. Paint Bash will bring new students into the Campustown district, thus promoting local business interests. Following Paint Bash, we intend to bring more conventional concerts to Ames as well. All members of the Iowa State and Ames community shall be positively impacted from this exciting event.

Our event will be just as safe and well-managed as it will be fun. Public parking lot Z, located on Chamberlain Street across from University Towers Apartments is the venue we plan to use for our concert. Campustown Property Management has been contacted and fully supports this event next to their building. The few spot renters of lot Z will be notified and provided with paid parking within a block of the lot. We are contracting the services of CSC security, a company experienced with large events and concerts around the nation, to maintain a maximum ratio of fifty attendees to one security guard. In addition, Ames Police Officers will be on site along with at least ten Seek Entertainment event staff. The entire lot will be fenced in and the perimeter will be closely watched to prevent any outside substances from being transported into the venue. Our use of paint does not need to worry the city either, as we have provided the Public Works department with a Material Safety Data Sheet from the manufacturer, and Pressure Point Cleaners (located in Ames) will be cleaning all paint after the concert. The paint has been used with no issues in cities all around the country. Finally, Paint Bash and the City of Ames will be insured for up to \$1,000,000 by Allen Financial Group. City of Ames officials have worked with us to make sure every aspect of logistics has been considered in order to create an enjoyable experience for the city and those in attendance.

Our request from the Ames City Council is approval for the usage of parking lot Z on September 5th, 2014 with September 19th and October 10th as backup dates. The lot will need to be closed from 2pm on the day of the event for setup until paint cleanup is complete the following morning. The backup dates are needed if the police department is unable to provide officers on our first date, or if we encounter any unsafe weather conditions. Thank you for taking time to consider our event.

Sincerely,

Anthony Secord





campustown  
action  
association

May 27, 2014

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

Dear Honorable Mayor Campbell and City Council,

Iowa State University student Matthew McDonald presented Paint Bash: Ames' First Paint Concert to the Campustown Action Association (CAA) this spring, outlining his unique idea of a concert in Campustown. The Paint Bash, a paint concert with music provided by a DJ and alcohol free, is exactly the kind of concert event the CAA Board of Directors would like to see held in our district. This concert, organized by Iowa State students for the enjoyment of Iowa State students, was discussed by the CAA Board of Directors at our April 9, 2014 board meeting. Board members stated that this was exactly the type of non-CAA sponsored event they would be happy to support. Students under 21 often feel that there is nothing for them to do in Campustown in the evening, and events such as this are exactly what we would like to see in the district. The board voted 9-0 to support this event. The organizers have done a great job in preparation for the potential concert and if they do hire the amount of off-duty officers and security staff as are listed in their proposal, we have no problem with the event moving forward.

As we continue our common goal of making Campustown a great place for all ages, events such as this highlight that there are fun and unique opportunities for community members to experience live music in our district.

Sincerely,

Kim Hanna  
Director, CAA

## RESOLUTION NO.

### A RESOLUTION ADOPTING NEW AND REVISED FEES FOR THE CITY OF AMES, IOWA

**BE IT RESOLVED** by the City Council for the City of Ames, Iowa, that the following fees shall be adopted or adjusted to recover the approximate actual costs of city services from those who use and benefit from these services.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Ames, Iowa, that fees shall be adopted as follows:

**SECTION ONE.** The following Public Works Fees are hereby adopted or adjusted effective July 1, 2014, and codified as Appendix F:

#### SOLID WASTE RULES AND REGULATIONS

1. No liquids, animals, hazardous or toxic waste, or demolition material will be accepted at the Arnold O. Chantland Resource Recovery Center except motor oil that is delivered to the Arnold O. Chantland Resource Recovery Center in separate containers. All containers, except for motor oil, must be open.

2. Per Capita Charge.....\$9.10

3. Delivery charges at the Arnold O. Chantland Recovery Center shall be:

a. Vehicles through the meter gate:

Passenger cars, each.....\$8.00

Pickup, vans or vehicles towing trailers, each .....\$22.00

b. Commercial charge customers through the scales:

All vehicles, including those of licensed refuse haulers, per ton

(Minimum charge one ton) .....\$52.75

c. Non Per Capita Rate, per ton.....\$63.06

d. Out of County rate, per ton.....\$126.12

e. Tires\*:

16" or smaller .....\$2.25

16.5" - 24" truck tires and farm front skidsteer tires .....\$9.00

Sand box tire or farm tractor tire.....\$38.00

\*Any tire on a rim, the actual tire disposal charge plus for rim .....\$5.00

f. Iowa State University, other State and Federal agencies

A proportional share by weight on the system cost

or as provided by contract

g. Motorized white goods, including refrigerator, freezers, washing

machines, dryers, air conditioners and microwave ovens, each..... \$20.00

h. Waste Oil: First five gallons no charge, then per gallon..... \$25

3. The plant will be closed on the following holidays: New Years Day, President's Day, Memorial Day (Federal designation), Independence Day, Labor Day, Thanksgiving Day, and Christmas Day. When the holiday falls on Sunday the following day will be observed.

## MISCELLANEOUS FEES

1. **SIDEWALK CLEARING** shall be the actual cost plus a \$50.00 administrative fee.
2. **CURB OPENINGS.**
  - a. A charge of fifty dollars (\$50.00) per opening shall be made for all applications for residential curb openings or changes in width or location of any existing residential access drive.
  - b. A charge of fifty dollars (\$50.00) shall be made for all applications for commercial or industrial curb cuts, openings or access permits and any application for any type of curb opening or access permit to a primary highway.
3. **SIDEWALKS.**
  - a. A charge of fifty dollars (\$50.00) per single frontage property shall be made for all applications for new sidewalk installation.
  - b. A charge of seventy-five (\$75.00) per property having two or more frontages shall be made for all applications for new sidewalk installation.
4. **DRIVEWAY CULVERT INSTALLATION.** Driveway culverts shall be furnished and installed by and remain the property of the City. The owner of the property to which access is provided by the culvert shall be charged a fee of twenty dollars and fifty cents (\$20.50) per lineal foot of culvert used.
5. **PLAN FEES.** One set of bidding documents is available without charge to prospective bidders, subcontractor bidders, suppliers, and contractor plan room services. For all others, Plan Fees shall be the actual cost of printing plus a \$15.00 administrative fee.
6. **ENGINEERING FEES**
  - a. Graphical Printing

Labor, per hour (minimum one-quarter hour charge) .....	\$25.00
Paper, 8 1/2" x 11" (black & white).....	\$ .25
Paper, 11" x 17" (black & white).....	\$ .50
Paper, 8 1/2" x 11" (color map).....	\$2.50
Paper, 11"x 17" (color map).....	\$5.00
Plots, per sq. ft. (black & white, line drawing).....	\$1.25
Plots, per sq. ft. (color map).....	\$2.50
  - b. Geographic Information System (GIS) data

Labor, per hour (minimum one-quarter hour charge) .....	\$25.00
2 ft. contours, per acre.....	\$1.50
Planimetrics, per acre.....	\$ .60
  - c. Sewer connection (8" sewer), per lineal foot ..... \$18.00 |  - d. Water service connection (8" main), per lineal foot..... \$18.00 |  - 
  - (with a minimum charge of \$650.00 per lot or land parcel)
  - e. Construction inspection only shall be actual costs.
  - f. Storm Water Pollution Prevention Plan Review ..... \$300.00 |

**SECTION TWO.** The following Building and Development Fees are hereby adopted or adjusted effective July 1, 2014, and codified as Appendix L:

### Building Permit Fee Schedule

The value to be used in computing the building permit and building plan review fees shall be the total value of all construction work for which the permit is issued, as well as all finish work, painting, roofing, electrical, plumbing, heating and air conditioning, elevators, fire-extinguishing systems and any other permanent equipment. The building permit fee will be 60% of the amounts listed in the table below; however, the minimum building permit fee will be \$30.90.

**TOTAL VALUATION****AMOUNT OF FEE**

\$1.00 to \$500.00	\$30.90
\$501.00 to \$2,000.00	\$30.90 for the first \$500.00, plus \$3.15 for each additional \$100.00 or fraction thereof, to and including \$2,000.00.
\$2,001.00 to \$25,000.00	\$78.00 for the first \$2,000.00 plus \$14.40 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00.
\$25,001.00 to \$50,000.00	\$409.70 for the first \$25,000.00 plus \$10.40 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00.
\$50,001.00 to \$100,000.00	\$669.75 for the first \$50,000.00 plus \$7.20 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00.
\$100,001.00 to \$500,000.00	\$1,030.25 for the first \$100,000.00 plus \$5.80 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00.
\$500,001.00 to \$1,000,000.00	\$3,337.45 for the first \$500,000.00 plus \$4.90 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00.
\$1,000,001.00 and up	\$5,783.70 for the first \$1,000,000 plus \$3.75 for each additional \$1,000.00 or fraction thereof.

**Plan Review Fee**

The Plan Review Fee shall be seventy (70) percent of the Building Permit Fee to cover costs to the city in reviewing plans for code compliance.

**Additional Fees**

For each issuance of a Temporary Certificate of Occupancy	\$53.55
For Administrative Fee to cancel a permit	\$53.55
Minimum fee to investigate moving a building regardless of whether it is moved or not. (If move occurs also must pay actual city expenses)	\$107.10
For all reinspections after the first free one	\$53.55
To issue a foundation permit prior to issuance of the building permit	\$53.55
To issue a Certificate of Occupancy for a use change	\$53.55
Storm Water Lot Development Permits	\$150.00

## Planning and Housing Fees

Annexation (Clerk's Office)	\$200.00
LUPP Map Amendment (Major)	\$500.00
LUPP Map Amendment (Minor)	\$300.00
LUPP Text Change	\$300.00
Rezoning (Map Amendment)	\$300.00
Rezoning with Master Plan	\$550.00
Zoning Ordinance Text Amendment	\$200.00
PRD Developments	\$300.00
PRD Amendment (Major)	\$300.00
PRD Amendment (Minor)	\$150.00
Plats - Preliminary	\$500.00
Plats - Final	\$300.00
Plat of Survey	\$100.00
Plats - Rural Subdivisions	\$750.00
Major Site Development Plan	\$400.00
Minor Site Development Plan	\$200.00
Special Use Permits	\$ 150.00
Variances, regular	\$150.00
Other ZBA Decisions	\$75.00
Permitted Home Occupation	\$20.00
Special Home Occupation	\$100.00
RLP Plan Development and Amendment	\$300.00
Zoning Confirmation Letter	\$120.00
Urban Revitalization/Urban Renewal Area	\$150.00
UCC Filings	-0-
Flood Plain Development Permit	\$75.00

## Rental Housing Inspection and Enforcement Fees

(Revised by Res. 14-129, 3-25-2014)

### A. Multi-family Dwellings.

Three-Six Apartments	\$23.80/apartment
Seven to Twenty Apartments	\$23.04/apartment
Over Twenty Apartments	\$21.03/apartment

Due and payable within 30 days of date of notice each year is hereby established for multi-family dwellings (Apartment buildings).

### B. Lodging House and Boarding House. A fee of twenty-three dollars and thirty cents (\$23.30) per room, due and payable within 30 days of date of notice each year, is hereby established for what are called Rooming Houses, Boarding Houses, and Lodging Houses.

### C. Owner-Occupied Single-Family Dwelling with Roomers Paying Rent to the Owner. A fee of twenty-

eight dollars and fifty cents (\$28.50) per rental room, due and payable within 30 days of date of notice each year, is hereby established for single family dwellings with rooms to rent.

- D. One- or Two-Family Rental Housing.** A fee of twenty-eight dollars and fifty cents (\$28.50) per unit for single family dwellings and twenty-four dollars and twenty cents (\$24.20) per unit for duplexes, due and payable within 30 days of date of notice each year, is hereby established for one and two unit dwellings.
- E. Special Request Inspection.** A fee of fifty-two dollars (\$52.00) per dwelling unit for inspections made at the special request of the owner, a realtor, or potential buyer of a property, is hereby established.
- F. Reinspection Fee.** A fee of fifty-two dollars (\$52.00) per dwelling unit for a reinspection after one free reinspection, is hereby established.
- G. Appeals and Hearings.** For petitions for hearings or appeals to the Housing Code Board of Appeals a fee of seventy-eight dollars (\$78.00) shall be charged to defray the costs thereof.
- H. Condominiums.** A fee of twenty-eight dollars and fifty cents (\$28.50) per unit for condominiums, due and payable within 30 days of date of notice each year, is hereby established.

**SECTION THREE.** The following Water and Pollution Control Fees are hereby adopted or adjusted effective July 1, 2014, and codified as Appendix Q:

### **WATER AND POLLUTION CONTROL FEES & CHARGES**

#### **Water Division**

Bulk Water Service.....\$0.74/100 gallons

#### **Water Meter Division \***

##### **Meter & Setting Fees - Disc Style**

5/8" or 5/8 " x 3/4" disc .....\$300.00  
3/4" disc.....\$330.00  
1" disc.....\$355.00  
1 1/2" disc.....\$660.00

##### **Meter & Setting Fees - Magnetic Style**

1 1/2" .....\$1,535.00  
2" .....\$2,190.00  
3" .....\$2,965.00  
4" .....\$3,695.00  
6" .....\$4,585.00

##### **Meter & Setting Fees - Turbo Style**

2" .....\$1,670.00  
3" .....\$2,310.00  
4" .....\$3,315.00  
6" .....\$5,695.00

##### **Meter & Setting Fees - Misc. Meters**

Larger than 4" or alternative styles  
- to be determined when ordered

Hydrant Meter\*\* .....\$220.00

##### **Frozen/damaged meter**

Construction Meter .....\$215.00

Meters 1-1/2" and larger .....\$125 trip fee + repairs/replacement

Meters 1" and smaller .....\$70.00 trip fee + Depreciated Value

Depreciated Value is a straight line depreciation of the Meter and Setting Fees above, based on length of time meter has been in service.

< 1 year	100%
< 2 years	90%
< 3 years	80%
< 4 years	70%
< 5 years	60%
< 6 years	50%
< 7 years	40%
< 8 years	30%
< 9 years	20%
<10 years	10%
>10 years	\$0

Unauthorized use of water	\$165.00/occurrence
Unmetered use of water	\$2.17/day + \$14.44/month
Resetting fee for unauthorized meter removal	\$70.00
Customer requested meter test fee	\$125.00
Service or meter disconnect or reconnect fee	\$ 70.00/trip
* Meter setting fees above include two service trips (one to set the temporary/construction meter, and one to set the permanent meter). A fee of \$70.00 will be charged for additional trips due to unexposed or inoperable curb boxes, incomplete remote wire installations, or other circumstances where the meter installation cannot be completed.	
** Hydrant meter fees include the cost to install and remove the meter. Requests to move the meter to a new location will be charged one-half of the hydrant meter fee. Consumption will be billed at the "Irrigation and Yard Water" rate. For usage that covers more than 30 days, the block sizes will be adjusted accordingly.	

#### WPC Division

##### Waste Hauler Fee - Ames locations\*

Domestic/Residential Waste	\$45.00/load + \$31.29/100 gallons (\$63.21/cubic yard)
Restaurant Grease Traps	\$45.00/load + \$25.12/100 gallons (\$50.74/cubic yard)
Non-Domestic Waste	\$45.00/load + unit rate to be determined

* Non-Ames location surcharge	15%
Unauthorized Sewer Use	\$195.00/occurrence
Unmetered Sewer Use	\$2.49/day + \$17.10/month

#### High-Strength Surcharge Rates

<u>Parameter</u>	<u>Surcharge Rate</u>
Oxygen Demand	
CBOD <sub>5</sub>	\$0.41/lb.
COD	\$0.15/lb.
Nitrogen	
NH <sub>3</sub> -N	\$1.44/lb.
TKN	\$0.93/lb.
Solids	
TSS	\$0.60/lb.

**SECTION FOUR.** The following Ames Public Library Fees are hereby adopted or adjusted effective July 1, 2014, and codified as Appendix T:

## **LIBRARY FEES & CHARGES**

### **Fines**

#### General Collection Books and Other Materials:

Daily Fine, All items.....	\$ .25
Maximum Fine (All items except magazines) .....	\$10.00
Maximum Fine: Magazines.....	\$2.00

#### Youth and Young Adult Books and Other Materials:

Daily Fine, All items.....	\$ .25
Maximum Fine (except Parenting Packs and Read-Abouts) .....	\$2.00
Maximum Fine for Parenting Packs and Read-Abouts .....	\$10.00

### **Standard Fees**

Replacement Borrower's Card .....	\$1.00
Adult and Youth Materials (except magazines) .....	Cost of item
Magazines .....	\$5.00
Map inserts in travel books .....	\$2.00
Liner Notes from CD or DVD.....	\$5.00
CD insert in book .....	\$10.00
CD within an audio-book.....	\$10.00
Item from Read-About Bag.....	\$15.00
Laminated page from Read-About Bag (per page).....	\$1.50
Instrument from Smyles Instrument Bag .....	Cost of instrument
Item from Storytelling Kit.....	Cost of kit
Puzzle piece .....	Cost of puzzle
Plastic Bag for toys, kits, etc .....	\$2.00
Media Packaging (CD or DVD "jewel cases").....	\$5.00
Special packaging for youth items (Smyles instrument bags, etc).....	\$5.00
Processing Fee for lost or irreparably damaged items .....	\$5.00
Repairable damage to an item including inventory tags or other library labels damaged or removed .....	\$2.00
Referral to Debt Collection .....	\$10.00

### **Other Fees**

Photocopy, paper original .....	\$ .10
Computer printer, per page, black & white.....	\$ .10
Computer printer, per page, color.....	\$ .50
Microfilm copy.....	\$ .25
Census microfilm rental (per roll) .....	Varies



**SECTION FIVE.** The following Plumbing, Mechanical, Electric and Building Permit Fees are hereby adopted or adjusted effective July 1, 2014, and codified as Appendix V.

## MISCELLANEOUS FEES & CHARGES

Returned Check Service Charge	\$20.00
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**Same Day Service Charge:**

During business hours	\$25.00
During non-business hours	\$60.00

**Re-establish Account Fee - After Termination for Nonpayment of Bill or Deposit (includes reconnection if service was disconnected):**

During business hours	\$ 40.00 (a)
During non-business hours	\$100.00 (b)

- (a) If reconnection is done by a line crew during business hours – an additional fee of \$100.00 shall be charged.
- (b) If reconnection is done by a line crew during non-business hours – an additional fee of \$250.00 shall be charged.

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor

**COUNCIL ACTION FORM**

**SUBJECT: AMENDED AGREEMENT WITH AMES COMMUNITY SCHOOL DISTRICT TO PROVIDE PLAYGROUND EQUIPMENT & MAKE ELEMENTARY SCHOOL SITES AVAILABLE TO THE GENERAL PUBLIC FOR USE AS NEIGHBORHOOD PARKS**

**BACKGROUND:**

During 2010 City staff became aware that the Ames Community School District had a need to replace play equipment at each of its six elementary schools. At the time, the District was facing difficult financial challenges and could not fund the total cost to replace this equipment.

In the spirit of cooperation, in September 2011 the City and the School District entered into an intergovernmental agreement to partially fund the purchase of new equipment at six elementary schools. The rationale for this City/School District partnership was as follows:

1. An upgrade to district facilities would facilitate the City Council's goal to strengthen our neighborhoods.
2. Each elementary school will have a safe, fun, and age appropriate play structure.
3. After school hours, elementary schools will be utilized by the general public as a "neighborhood park".

The estimated cost for each piece is approximately \$37,500. To accomplish this goal, the City would contribute up to \$135,000 (60%) of the total costs and the District would contribute \$90,000 (40%) by September 30, 2014.

To date, equipment has been purchased and installed at Old Edwards, Fellows, Northwood, and Sawyer Schools. New Edwards is planned for 2014, while Meeker and Mitchell are slated for 2015. Thus far, the City has reimbursed the District \$90,000 for the four sites.

Several changes are now being proposed to the intergovernmental agreement. The main changes are as follows:

1. The purpose has been modified to include making elementary school sites available to the general public to be used as neighborhood parks when school is not in session.

2. The term of the original document expires September 30, 2014. The City and the District felt the agreement should remain in effect until such time as both parties mutually agree to terminate the agreement under Section 8 of the amended agreement.
3. A seventh elementary school site, New Edwards, has been included in this agreement. Funding to include this site was included in the FY 2014/15 Capital Improvements Plan and was approved by City Council.
4. All funding pursuant to this agreement shall be spent by June 30, 2016.

**ALTERNATIVES:**

1. Approve the attached amended agreement with the Ames Community School District for the purpose of making elementary school sites available to the general public to be used as neighborhood parks when school is not in session, as well as to fund play equipment for a seventh site (New Edwards) at a cost up to \$22,500.
2. Refer this topic back to staff.
3. Do not approve the attached amended 28E agreement with the Ames Community School District.

**MANAGER'S RECOMMENDED ACTION:**

The current agreement has accomplished the vision of this partnership as noted above. The proposed changes relating to the purpose and term confirm that the elementary school sites can be promoted as "neighborhood parks" beyond the purchasing of the equipment. Funding a seventh site makes sense, since the residents in the New Edwards area will benefit from a neighborhood park.

Therefore, it is the recommendation of the City Manager that the City Council approve Alternative #1 as described above.

AMENDED CHAPTER 28E  
CITY OF AMES AND AMES COMMUNITY SCHOOL DISTRICT

THIS AMENDED AGREEMENT is made and entered into this \_\_\_\_ day of \_\_\_\_\_, 2014 by and between the City of Ames, Iowa (hereafter "City"), and the Ames Community School District (hereafter "School District"). The parties agree as follows:

SECTION 1. PURPOSE.

The parties have entered into this Agreement for the purpose of making available Elementary School sites to the general public to be used as neighborhood parks when school is not in session.

SECTION 2. TERM.

The term of the Amended Agreement shall commence on \_\_\_\_ day of \_\_\_\_\_, 2014 and remain in effect until such time that the parties mutually agree to terminate the agreement under Section 8 of this agreement.

SECTION 3. FILING.

Pursuant to Iowa Code § 28E.8, the City Clerk shall file the Agreement with the Iowa Secretary of State.

SECTION 4. RESPONSIBILITIES OF THE PARTIES.

4.1 Responsibilities of the City

The City agrees to provide partial funding for the purpose of purchasing commercial grade playground equipment for up to seven elementary school sites, including Edwards, Fellows, Meeker, Mitchell, New Edwards, Northwood , and Sawyer elementary schools.

4.2 Responsibilities of the School District

The School District agrees to be responsible for selecting, purchasing, installing, and maintaining the playground equipment. The playground equipment shall become the asset of the School District. The School District will assume all responsibilities in maintaining, operating, and replacing the equipment. The School District will assume any and all liability related to its existence. This liability will continue until the equipment is removed from the site.

The School District agrees to make the seven elementary schools sites available to the general public to be used as a neighborhood park.

## SECTION 5. COST.

The City will fund up to \$22,500 per elementary school site for a total amount not to exceed \$157,500. The School District will fund up to \$15,000 per school site. If less funding is required per site, the same funding formula will be used with the City paying sixty percent (60%) and the School District paying forty percent (40%). The City's contribution is for the purchase of playground equipment only; not for safety surfacing, footings, installation, or other ancillary expenses.

The School District must submit documentation including specific site location, equipment manufacturer, and a copy of the paid invoice from the supplier which includes itemized costs before the City will provide its share of the funding.

All funding spent pursuant to this Agreement shall be spent by June 30, 2016.

## SECTION 6. ADMINISTRATION OF THE AGREEMENT.

The City and the School District shall jointly administer the agreement.

## SECTION 7. NO SEPARATE ADMINISTRATIVE ENTITY.

No new or separate legal or administrative entity is created by this Agreement.

## SECTION 8. TERMINATION.

### 8.1 Termination of City's Contribution

Following thirty (30) days written notice, either party may terminate the portion of this Agreement related to the City's contribution of funds, in whole or in part, for convenience without the payment of any penalty or incurring any further obligation to the non-terminating party. Following termination for convenience, the non-terminating party shall be entitled to compensation, upon the submission of invoices and proper proof of claim, for equipment purchased under the Agreement to the terminating party up to and including the date of termination.

### 8.2 School Sites to Remain as Neighborhood Parks

The aforementioned elementary school Sites shall remain open to the general public to be used as neighborhood parks until such time that the parties mutually agree to terminate the purpose of the agreement.

## SECTION 9. INDEMNIFICATION.

The School District does hereby covenant and agree to indemnify and hold harmless the City, its officers and employees, against any loss or liability whatsoever, including reasonable attorney's fees, pertaining to any and all claims by any and all persons, resulting from or

arising out of the School District's construction, location, operation and maintenance of said playground equipment. This liability will continue beyond the term of this agreement and for the lifetime of the equipment.

#### SECTION 10. CONTACT PERSON.

At the time of execution of the Agreement, each party shall designate, in writing, a Contact Person to serve until the expiration of the Agreement or the designation of a substitute Contact Person. During the term of the Agreement, each Contact Person shall be available to meet, as otherwise mutually agreed, to plan the services being provided under the Agreement.

#### SECTION 11. CONTRACT ADMINISTRATION.

##### 11.1 Amendments

The Agreement may be amended in writing from time to time by mutual consent of the parties. All amendments to the Agreement must be fully executed by the parties.

##### 11.2 Third Party Beneficiaries

There are no third party beneficiaries to the Agreement. The Agreement is intended only to benefit the City and the School District.

##### 11.3 Choice of Law and Forum

The terms and provisions of the Agreement shall be construed in accordance with the laws of the State of Iowa. Any and all litigation or actions commenced in connection with the Agreement shall be brought in Story County District Court.

##### 11.4 Assignment and Delegation

The Agreement may not be assigned, transferred or conveyed in whole or in part without the prior written consent of the other party.

##### 11.5 Integration

The Agreement represents the entire Agreement between the parties and neither party is relying on any representation that may have been made which is not included in the Agreement.

##### 11.6 Not a Joint Venture

Nothing in the Agreement shall be construed as creating or constituting the relationship of a partnership, joint venture, association of any kind or agent and principal relationship between the parties. Each party shall be deemed an independent contractor acting toward the expected mutual benefits. No party, unless otherwise specifically provided for herein, has the authority

to enter into any contract or create an obligation or liability on behalf of, in the name of, or binding upon the other party to the Agreement.

SECTION 12. EXECUTION.

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

BY CITY OF AMES

By: \_\_\_\_\_  
Mayor Date

Attest: \_\_\_\_\_  
City Clerk Date

BY AMES COMMUNITY SCHOOL DISTRICT

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

**COUNCIL ACTION FORM**

**SUBJECT:**    **REQUEST FOR SECOND TIME EXTENSION TO SUBMIT  
CONSOLIDATED PLAN AND ACTION PLAN TO HUD**

**BACKGROUND:**

At the May 12, 2014 special City Council meeting, staff presented a proposed timeline of events in order for staff to prepare for the submittal of the City's 2014-18 Five-Year Consolidated Plan and the 2014-15 Annual Plan to the Department of Housing and Urban Development (HUD) (see attachment A). The Consolidated Plan and Action Plan both require a 30-day comment period to allow for citizen input on the goals and objectives and projects for the utilization of the funds.

As City Council may recall, this year's public forum format was changed to give Council members the opportunity to participate in the formulation of both plans. These new public input processes, along with the new HUD software system and needed down time for staff to update and input data into the software system, have significantly extended the timeframe for staff to complete the remaining parts of the two required plans. Therefore, a second time extension will need to be requested from HUD to submit the plans.

The first timeline extension included the following dates:

- Complete Consolidated and Annual Action Plans by June 12
- Publish Plans for a 30-day comment period from June 17 to July 16
- Hold City Council's public hearing on Plans on July 22
- Submit Plans to HUD by July 31

The second timeline extension would be as follows:

- Complete Consolidated and Annual Action Plans by July 3
- Publish Plans for a 30-day comment period from July 7 to August 6
- Hold City Council's public hearing on Plans on August 12
- Submit Plans to HUD by August 15

**Staff has been in communication with HUD regarding this second request, and HUD staff indicated that an extension should not be a problem. However, City staff was reminded that the timeliness expenditure test will still occur on May 2<sup>nd</sup>, and no further extensions will be approved due to statutory regulations stating that HUD cannot accept plans between September and December of each year.**

**ALTERNATIVES:**

1. The City Council can authorize staff to submit to the Department of Housing and Urban Development (HUD) a request for a second time extension to submit the Consolidated



Plan and Annual Action Plan on or before August 15, 2014.

2. The City Council can decide not to authorize staff to initiate a request for second time extension to submit these two plans to HUD.

**CITY MANAGER'S RECOMMENDED ACTION:**

In order to avoid jeopardizing future HUD allocations, it is essential that the City abide by all of the timelines established by HUD. Staff is unable to meet the time line included in the City's original extension application.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1. This action will authorize staff to initiate a second time extension request to HUD to submit the Consolidated Plan and Annual Action Plan on or before August 15, 2014.

**COUNCIL ACTION FORM**

**SUBJECT: 2014/15 PROPERTY INSURANCE RENEWAL**

**BACKGROUND:**

In July 1, 2012, the City entered into a three year program for property insurance. The 2014/15 renewal will be the last year of this program. The City's coverage runs from July 1 to June 30. In 2012, City Council approved major changes to the City's property insurance program that are detailed below.

The first major change in 2012 was splitting the program into one covering power and another covering all other municipal property. The "power" insurance covers the power plant and related power generation assets, as well as the Resource Recovery Plant. This coverage is provided by Associated Electric and Gas Insurance Services (AEGIS). The non-power City facilities or "Municipal" are covered by Chubb Insurance Group. The split insurance program has permitted more coverage specialization, flexibility and pricing advantages in the marketplace. AEGIS specializes in power generation utilities and Chubb has a special insurance policy designed for municipalities.

The second major change was the City's approach financing the property risk, either through insurance or self-insurance. The question addressed by City Council in 2012 was "How much insurance is enough?" In other words, is it financially prudent to purchase insurance limits equal to the total value of all property assets, even if in the City's opinion the worst case loss scenario would never result in a claim equal to that 100% valuation amount.

**Maximum Foreseeable Loss (MFL): Financing the Appropriate Amount of Risk**

In 2012, the Council decided it would use the widely accepted risk management technique for quantifying a worst case scenario to finance or insure known as the Maximum Foreseeable Loss (MFL). The City used a model of an EF5 tornado with a wide swath, touching down at the CyRide facility, traveling east and parallel with Lincoln Way, and not lifting up until it has reached the Public Works Facility in east Ames. Such a large path tornado can actually happen, as evidenced in Joplin, MO, in May 2011. The MFL assumption equals the Total Insured Value (TIV) of City facilities along this path. A photo of this path is included with this Council Action Form with affected City Buildings identified, along with a table showing the TIV of these locations. Again, some of the facilities in the path are insured with Chubb in the "Municipal" (non-power generation) program and some are insured with the "Power" group by AEGIS.

### **Power Plant Coverage Assumption**

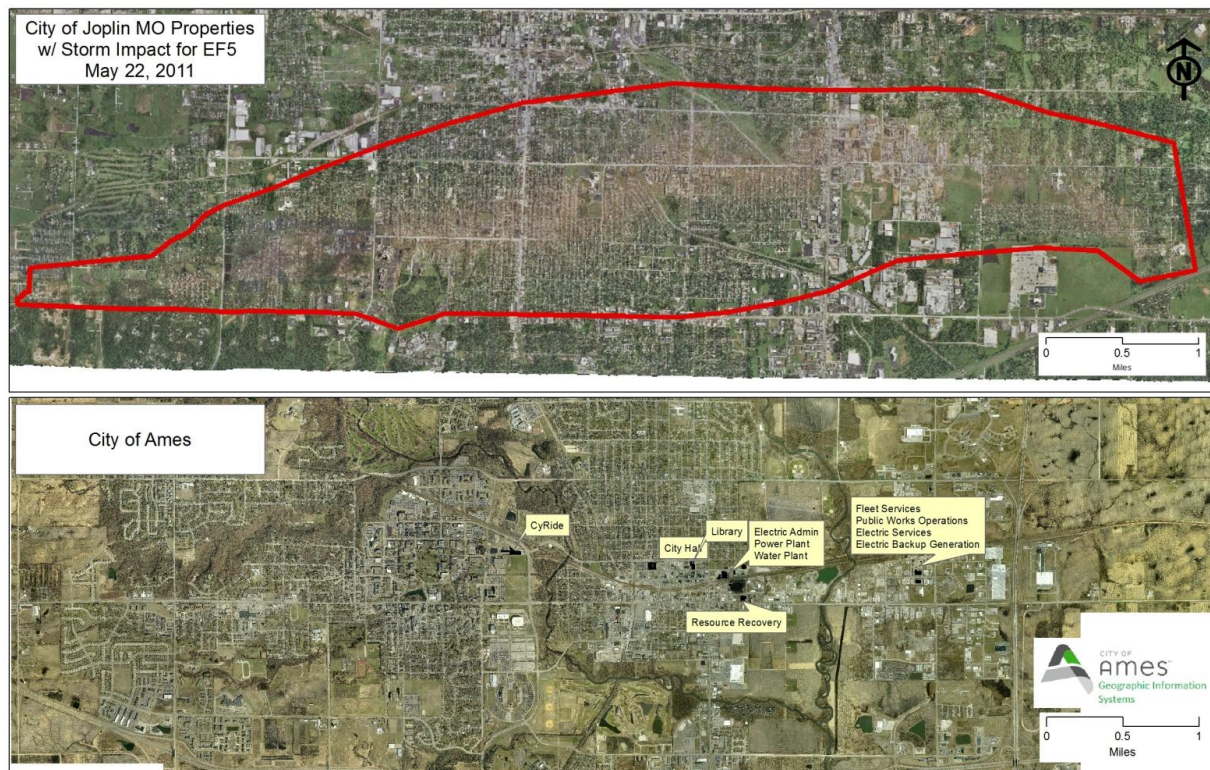
The “Power” related insured value amount is based on an important assumption, also adopted by the City Council in 2012, that only the Actual Cash Value (ACV) for the Power Plant will be insured. This decision was made because Electric Services staff advised that in the event the Power Plant was destroyed, the existing plant could not be replaced due to issues with coal and permitting. Therefore, ACV dollars instead of replacement cost would be the claim amount for a total Power Plant loss. The ACV amount would be sufficient to replace the same megawatt capacity with a new natural gas generating plant in another location. The MFL for the Power related properties totals a maximum of \$198,838,809, of which \$124,000,000 of that figure is the Power Plant’s ACV, with the balance being the Resource Recovery facility, transformers and substations. The table shows the affected “Municipal” buildings at their current replacement value of \$110,449,172.

<b>Tornado Damage = Total Loss, Per Joplin F5 Tornado Scenario</b>	<b>Electric Locations w/ Power Plant @ \$124.0M Actual Cash Value (ACV)</b>	<b>Non-electric @ 100% Replacement Cost</b>
<b>“MFL” – Maximum Foreseeable Loss of properties in tornado path</b>	<b>\$198,838,809</b>	<b>\$ 110,449,172</b>
<b>Policy Limits</b>	<b>\$200,000,000</b>	<b>\$ 139,614,671</b>

### **Property “MFL” Risk Planning Scenario**

(See next page)

The photos below are to scale, showing the May 2011 Joplin EF5 tornado compared to Ames' Lincoln Way path.



### TRIA Terrorism Coverage Impacted by Current Congressional Actions

Past property insurance policies have included federally backed terrorism insurance that Congress authorized to counteract the insurance industry's underwriting difficulties for such a volatile coverage. After the September 11, 2001 attacks, terrorism became a standard policy exclusion. The Terrorism Risk Insurance Act (TRIA) was signed into law in 2002 and enabled the insurance industry to once again offer terrorism coverage. TRIA limits insurance company losses to 15% of certified acts of terror. The Act has been renewed twice, with the current version set to expire on December 31, 2014. Congress is currently debating the renewal of TRIA and the terms of coverage, one example being the probable increase of the insurance companies' claims percentage to 20%. With no certainty if this law will be renewed or what the coverage terms will include, many insurance companies are unwilling to extend the coverage or its renewal pricing at this time. **Chubb is willing to provide the coverage for renewals and it is included in the quote shown below. AEGIS, the "Power" facilities insurer, is not willing to offer or price the coverage without Congressional approval. However, the AEGIS renewal quote does include a firm price for replacing the TRIA coverage with higher cost terrorism coverage from Lloyd's of London.**

If Congress renews the TRIA law prior to July 1, AEGIS will offer the federal TRIA coverage to the City, which will reduce the cost shown in the table from \$46,171 to approximately \$24,000.

<b>Combined Insurance Coverages for “Municipal” &amp; “Power” Insurance</b>			
<i>Council Action needed for Annual Premiums in Shaded Cells</i>	<b>FY 2014/15 Proposed ANNUAL PREMIUM</b>	<b>FY 2013/14 ANNUAL PREMIUM</b>	<b>Difference 2014/15 vs. 2013/14</b>
<b>“Municipal” Properties (Chubb) --</b> includes Library Builders Risk (charged to Project) and TRIA	\$127,269	\$123,763	+2.8%
<b>\$5.0M Excess Flood Layer (RSUI) --for</b> WPC, CyRide & Furman Aquatic	\$50,000	\$50,000	
<b>“Power” Properties (AEGIS)</b>	\$502,325	\$463,930	+8.3%
<b>“Power” Terrorism \$200.0 Million --</b> <b>Lloyd’s in 2014/15 and TRIA 2013/14</b>	<b>\$46,171</b>	<b>\$23,498</b>	<b>+96.5%</b>
<b>Total Property Insurance</b>	<b>\$725,765</b>	<b>\$661,191</b>	<b>+9.8%</b>

See attachment A for a further breakdown of the two programs.

The 2014/15 Budget set aside \$768,200 for the City’s property insurance program. In addition to the \$725,765 expense for property insurance noted above, the City will also pay \$45,000 for brokerage fees and \$2,000 for the National Flood Insurance program. Due to these other costs, the program will exceed the budget by \$4,565 for FY 2014/15.

### **ALTERNATIVES**

1. Approve the proposed 2014/15 Combined Annual Insurance Coverages for "Power" and "Municipal" in the amount of \$725,765.
2. Direct staff to seek other options for insuring the City's property.

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

The proposed insurance renewal quotes obtained by the City's broker, Willis of Illinois, Inc., for the “Municipal” buildings from Chubb Group, for the Excess Flood insurance from RSUI, for “Power” facilities from AEGIS, and Lloyd’s provide appropriate coverage for City facilities. The 2014/15 program is essentially the same as the expiring 2013/14 insurance coverages, given that the City had to seek Terrorism coverage outside of TRIA.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the 2014/15 Combined Annual Insurance Coverage for "Power" and "Municipal" property insurance in the amount of \$725,765.

## Attachment A

<b>2014/15 'Power' Facilities Renewal Pricing (AEGIS)</b> Same basic program as expiring, except terrorism is excluded.			
AEGIS "Power" Coverage	FY2014/15	FY2013/14	Difference 2014/15 vs. 2013/14
Insured Values @ Replacement Cost	\$381,373,643	\$374,933,674	+1.7%
Amount of Coverage Purchased (MFL)	\$200,000,000	\$200,000,000	
Account Rate	\$0.1318	\$0.1237	+6.5%
<b>Annual Premium</b>	<b>\$502,535</b>	<b>\$463,930</b>	<b>+8.3%</b>

<b>2014/15 'Municipal' Facilities Renewal Pricing (Chubb Group)</b> Same basic program as expiring.			
Chubb "Municipal" Coverage	FY2014/15	FY2013/14	Difference 2014/15 vs. 2013/14
Insured values @ replacement cost*	\$152,164,669	\$143,697,905	+5.9%
Excess Flood Limits, applies to WPC, CyRide, Aquatic Ctr.	\$5,000,000	\$5,000,000	
Account Rate	.076	.078	-2.6%
Chubb Premium	\$117,618	\$114,112	+3.1%
Library Builders Risk Premium	9,651	9,651	
Flood Annual Premium	\$50,000	\$50,000	
<b>Total Municipal Property Insurance</b>	<b>\$177,269</b>	<b>\$173,763</b>	<b>2.0%</b>

\*Added value for Police Remodel, Library completion and CyRide Facility Expansion

**COUNCIL ACTION FORM**

**SUBJECT:**    **EXCESS WORKERS' COMPENSATION INSURANCE**

**BACKGROUND:**

The City purchases excess Workers' Compensation insurance coverage from a broker, Holmes Murphy & Associates. This coverage limits the City's self-insured workers compensation claims (including police and firefighter 411 disability claims) to a maximum dollar amount per claim, above which Safety National pays 100% as the selected insurance provider.

The City's current policy with Safety National will expire on June 30, 2014. The renewal quotation is based on the City's estimated FY 2014/15 payroll (approximately \$38.47 million) divided by 100 and multiplied by the insurer's rate. **The City's 2014/15 Budget anticipated the renewal cost to be \$90,000, and the price quoted for 2014/15 is \$88,485.** The premium is charged to department budgets.

Excess Workers Compensation rates are affected by past claims experience and national trends of overall claims experience, as well as by medical cost inflation. According to the City's broker, Ames' rates are impacted more by national cost trends than the City's own experience, especially in the police and fire classifications. The 16.9% premium increase, as noted in the chart below, is a function of a rate increase resulting both from national trends and from payroll increases. The payroll portion of the increase is a combination of an underestimate of the prior year's renewal payroll and the estimated increase of the upcoming year's payroll.

Fiscal Year	Insurance Attachment Point per claim	Rate per \$100 Payroll	Rate Change 2014/15 vs. 2013/14	Annual Premium	Premium Change	Covered Payroll	Change in Covered Payroll
Expiring 2013/14	\$500,000	\$0.212		\$75,663		\$35,689,975	
Renewal Quote 2014/15	\$500,000	\$0.230	+8.5%	\$88,485	+16.9%	\$38,471,828	+7.8%

Each year the broker searches the limited U.S. marketplace for viable alternatives, but the marketplace for this type of coverage is very limited to only two or three insurance companies. **There were no other insurance companies that provided comparable rates or levels of coverage.**

Each workers compensation claim is fully covered by Safety National's excess coverage if it exceeds a \$500,000. This is the City's attachment point or retention.

**ALTERNATIVES:**

1. Accept the quote from Safety National with the same \$500,000 retention at an annual premium of \$88,845, based on estimated covered payroll.
2. Reject the quote from Safety National. This would entail self-insuring this risk, since there are no other viable marketplace alternatives for staff to explore.

**MANAGER'S RECOMMENDED ACTION:**

The City has significant financial exposure to long-term medical disability expenses from statutory 411 police and firefighter claims as well as from other job classifications, such as line workers, power plant workers, etc. This insurance is a risk financing technique for limiting the City's financial exposure to individual catastrophic injuries.

Safety National continues to provide acceptable excess workers compensation insurance to limit catastrophic injury costs for the City of Ames. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the renewal of insurance coverage with Safety National at the \$500,000 Attachment Point, at an annual premium of \$88,845.



**COUNCIL ACTION FORM**

**SUBJECT: SAFETY TRAINING AND RELATED SERVICES CONTRACT**

**BACKGROUND:**

The Iowa Association of Municipal Utilities (IAMU) has provided safety training and OSHA compliance support to the City for the past ten years. IAMU's knowledge and expertise in supporting municipal utilities is recognized around the state of Iowa. Ames is one of many communities benefiting from their programs, not only in the areas of safety compliance, but from individual departments taking advantage of utility operations education throughout the year.

**The proposed contract with IAMU calls for a continuation of basic safety training, as well as OSHA compliance and regulatory consultation services for City departments during FY 2014/15, at a cost not to exceed \$134,000.** This amount includes \$18,000 that is planned as a onetime increase added to the \$116,000 amount of the expiring 2013/14 agreement. This additional expense is for additional training classes for all City departments that have been converting to electronic Safety Data Sheets (SDS) during the past Fiscal Year under IAMU's guidance. Not only will all cumbersome and difficult to update loose leaf binders be eliminated, the new SDS format will comply with the new Global Harmonization standards for which OSHA requires compliance by 2015. Following the training, any City employee desiring information about on the job chemical exposure will be able to access the information from any computer on the City's network. In addition, departments will automatically receive electronic updates from all chemical manufacturers whenever inventoried substances and formulas change. This program will improve hazardous substance communication to employees and reduce management and staff time and effort in maintaining compliance.

The costs and services provided are summarized below.

<b><u>2014/15 not to exceed Services Estimates of component activities in Agreement</u></b>		<b><u>Comments on FY2014/15 Agreement</u></b>
Safety Training	<b>\$ 60,000</b>	- essentially the same safety & OSHA activities as expiring
OSHA Compliance Support	<b>\$ 56,000</b>	- includes: <ul style="list-style-type: none"><li>• OSHA compliance consulting and Safety Committee support</li><li>• Maintenance of existing written compliance programs</li></ul>

- Special Projects as needed

Training classes for new  
electronic SDS system

**\$ 18,000**

- FY2014/15 only

**TOTAL**

**\$134,000**

- Not To Exceed Agreement **FY2014/15**

**\$116,000**

- Expiring Contract Amount **FY2013/14**

### **ALTERNATIVES:**

1. Approve the contract with the IAMU to continue the City's program of safety and training professional services during FY2014/15 at a cost not to exceed \$134,000.
2. Reject the IAMU proposed contract and direct staff to seek proposals from other providers of these services.

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

The IAMU has demonstrated its expertise and has leveraged its firsthand knowledge of City operations over the past ten years by providing services that enhance the safety and well being of City employees. They help ensure that the City stays current with industry practices and compliance regulations. The planned FY2014/15 services are an integral part of our Risk Management program aimed at reducing the number of injuries and controlling the cost of workers compensation claims.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the contract with the Iowa Association of Municipal Utilities for professional services for safety compliance and training during FY2014/15 at a cost not to exceed \$134,000.

**COUNCIL ACTION FORM**

**SUBJECT:** RENEWAL OF INTERGOVERNMENTAL AGREEMENTS FOR  
RESOURCE RECOVERY SYSTEM

**BACKGROUND:**

Since 1974, the City of Ames has partnered with communities and entities within Story County through “28E intergovernmental agreements” for disposal of garbage and solid waste. These agreements include contractual obligations for the entities to have their solid waste brought to our Resource Recovery Plant, and provide a basis for sharing the costs of operating the Plant. Both the original agreements and the one previous extension were for terms of 20 years. The third agreement phase will commence on July 1, 2014, and will span the next 20 years.

All Iowa cities and counties are responsible to make provisions for the safe and sanitary disposal of garbage. Due to the high fixed costs of an environmentally satisfactory solid waste disposal method, there is a lower cost per person if the costs of a single, high capacity system can be spread over the populations of a number of jurisdictions. For the last 40 years, Ames has been willing to operate and maintain an environmentally satisfactory, efficient, and economical high capacity solid waste disposal system.

The new 28E agreements provide for operation and planning of the City’s resource recovery, or “solid waste reclamation, recycling, and disposal” system, into the future with a known, stable solid waste stream. The general provisions of the proposed twenty-year agreements remain essentially the same.

The following communities and entities within Story County have approved the renewal contracts:

Story County Board of Supervisors  
Nevada City Council  
Story City City Council  
Huxley City Council  
Slater City Council  
Roland City Council  
Gilbert City Council  
Maxwell City Council  
Cambridge City Council  
Zearing City Council  
McCallsburg City Council  
Kelley City Council  
Board of Regents, State of Iowa

During their consideration of the renewal agreements, the city councils in Nevada, Colo, Slater and Huxley raised questions related to the 20-year term of the agreement. Some cities proposed a shorter time frame or asked if provision could be made for them to opt out of the agreement under various scenarios. Staff explained that the 20-year term is vital to Ames' ability to make long-term financial commitments as the system evolves in the future. For example, staff is currently exploring an entirely new gasification technology to convert refuse into electricity. Should the City commit to that change, that step would involve making financing commitments that could extend for up to 20 years. Before taking such a step, it is very important that the City of Ames has long-term financial and waste stream commitments from our partners.

Since it had been 20 years since these contracts were last approved, some of these cities also expressed concerns regarding their not having direct input or control over expenses incurred at the Resource Recovery Plant, as well as concerns over plant outages due to maintenance needs at the City's Power Plant.

After considering these issues, one community opted not to renew its contract. The City of Colo instead chose to enter into a waste disposal agreement with Marshall County Landfill. Colo represents approximately 0.8 percent of the system's total waste stream, and its per capita contribution currently totals \$7,972 annually.

Details of the city agreements are shown in the attached Ames-Gilbert contract.

#### **ALTERNATIVES:**

1. Approve the proposed 2014-2034 intergovernmental agreements with the communities and entities listed above.
2. Do not approve the proposed agreements.

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

The Resource Recovery System has been a point of pride for Ames and Story County for nearly 40 years. Through the end of 2013, 1,264,411 tons of solid waste have been diverted from landfills, and the majority of that waste has replaced a non-renewable resource (coal) as fuel at the City's Power Plant. These partnership agreements are a key element for the City to continue this service and provide for the safe and sanitary disposal of garbage and solid waste both now and in the future.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the proposed 2014–2034 intergovernmental agreements with the communities and entities listed above.

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**DO NOT WRITE IN THE SPACE ABOVE THIS LINE; RESERVED FOR RECORDER**

Prepared by: City of Ames Legal Department, 515 Clark Ave., Ames, IA 50010; 515-239-5146

Return to: Ames City Clerk, Ames City Hall, 515 Clark Ave., P.O. Box 811, Ames, IA 50010

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**CONTRACT AND AGREEMENT FOR USE AND SUPPORT OF A  
SOLID WASTE RECLAMATION, RECYCLING AND DISPOSAL SYSTEM**

**(AMES - GILBERT)**

This Contract and Agreement is made and entered into by and between the City of Ames, Iowa, a municipal corporation organized and existing pursuant to the laws of the State of Iowa (hereinafter called "Ames") and the City of Gilbert, a municipal corporation organized and existing pursuant to the laws of the State of Iowa (hereinafter called "Gilbert").

**WITNESSETH THAT:**

**WHEREAS**, since 1974 the City of Ames has partnered with communities within Story County (including Gilbert) through 28E agreements for disposal of garbage and solid waste, this third agreement phase will commence July 1, 2014 and span the next 20 years; and

**WHEREAS**, some provision must be made for the safe and sanitary disposal of garbage and solid waste both now and in the future; and

**WHEREAS**, it is found that due to the high fixed costs of an environmentally satisfactory solid waste disposal method there is a lower cost per person if the costs of a single high capacity system can be spread over the populations of a number of cities and towns; and

**WHEREAS**, Ames is willing and able to design, construct, operate and maintain an environmentally satisfactory, efficient and economical high capacity solid waste disposal system if a sufficient number of jurisdictions are committed to its use and support; and

**WHEREAS**, Gilbert has considered the system proposed by Ames and finds that the Ames System will afford to the citizens of Gilbert a safe, sanitary and environmentally desirable means for the disposal of solid waste.

**NOW, THEREFORE,** the parties hereto have and do hereby covenant, contract and agree as follows:

## **ARTICLE I BASIC INTENT AND PURPOSE**

1. Ames shall, subject to terms, provisions and conditions hereinafter set out and in accordance with the procedures and provisions hereinafter made and declared, maintain a safe, sanitary and environmentally satisfactory solid waste processing system and for and by such system accept and dispose of all garbage and solid waste of Gilbert during the period of July 1, 2014, to June 30, 2034.

2. Gilbert shall, subject to terms, provisions and conditions hereinafter set out and in accordance with the procedures and provisions hereinafter made and declared, use and support the Ames solid waste disposal system by providing for the disposal of all garbage and solid waste of Gilbert by means of the Ames System and to the lawful extent of its powers allow or permit no other means; and pay such proportionate share of the cost of the Ames System as the population of Gilbert bears to the total of the populations of all the jurisdictions so using and supporting the Ames System during the period July 1, 2014, to June 30, 2034.

3. Nothing in this agreement shall be construed as prohibiting or discouraging Gilbert from encouraging or assisting its citizens to propose, create or participate in any public or private recycling efforts. However, if during the term of this agreement it becomes necessary for all participating jurisdictions to assist in meeting state mandated recycling goals or demand-side management reduction goals, Gilbert agrees to establish recycling programs to meet Gilbert's proportionate share of those goals.

## **ARTICLE II METHOD OF PAYMENT**

1. Costs of the Ames System shall be computed for each calendar year. On or before February 15<sup>th</sup> of each year Ames shall notify Gilbert of its proportionate share of the net costs of the system for the prior calendar year. Such proportionate share of the costs shall be paid by Gilbert to Ames as follows: one-half on or before July 15 and one-half on or before December 15 of each year.

2. Each using and supporting jurisdiction shall be responsible for a share of the system costs, based on the proportionate population of each jurisdiction. Such per capita cost shall be calculated annually, based on the most recent decennial Federal census. The per capita cost shall be established by analyzing the previous costs and revenues of the Ames System and projecting the future expenses and revenue sources of the system in order to maintain an adequate ongoing balance. When establishing the per capita cost, an effort will be made to maintain consistency over a period of time.

### Revenue Sources

Fuel Revenue  
Plant Fees  
Sale of Materials  
Government Agency Contracts

### Planned Expenditures

Operation Costs  
Debt Service

Per Capita Cost = (Planned Expenditures – Projected Revenue) ÷ System Population

3. Whenever there is a Net Income to the Ames System for any calendar year, such Net Income shall be retained in a fund balance for future system needs.

## **ARTICLE III. DEFINITIONS**

1. For the purpose of this agreement, certain words and phrases are defined as follows:
  - a. Garbage. Every waste accumulation of animal or vegetable matter, or otherwise, that attends or results from the preparation, use, cooking, dealing in or storage of food for human consumption, but not including the accumulated by-products of commercial animal slaughtering, butchering or meat-cutting activities.
  - b. Solid Waste. All waste materials, including yard waste and garbage except liquid matter, toxic and hazardous waste, and not including the accumulated by-products of commercial animal slaughtering, butchering or meat-cutting activities.
  - c. Ames System. A sanitary landfill and a Resource Recovery Plant established, operated and maintained by Ames, plus all attendant and ancillary processes, procedures and activities conducted by Ames, its agents and licensees for the collection and processing of garbage and solid waste.
  - d. Sanitary Landfill. Such areas as have heretofore or may hereafter be set aside or designated by Ames a place where garbage and solid waste will be accepted and disposed of by compaction and burial.
  - e. Resource Recovery Plant. Building, equipment and all attendant processes, procedures and manpower established and maintained by Ames for processing of garbage and solid waste to reclaim usable elements and substances, produce combustible matter for use as fuel for the Ames Municipal Electric System, and reduce all inert and unusable matter to a form convenient for burial in a sanitary landfill.

- f. Using and Supporting Jurisdiction. An incorporated city or town, or a county of the State of Iowa, that has entered into a contract and agreement to use and support the Ames System pursuant to and in accordance with the same provisions, terms and conditions as are set out in this agreement.
- g. Operating Costs. All costs, direct or indirect, incurred by Ames in the operation, maintenance and administration of the Ames System, including equipment replacement costs and interest costs needed to maintain cash flow requirements.
- h. Debt Service. Annual principle and interest for the repayment of debt incurred for capital improvements.
- i. Income from Electric Fuel Sales. The Ames Municipal Electric System will be purchasing fuel from the Resource Recovery. The price paid per ton of fuel will be increased or decreased in response to increases or decreases in the price paid per BTU of other fuel burned at the Ames Power Plant.
- j. Income from Government Agency Contracts. Monies received pursuant to any contracts with may be made for use of the Ames System at a rate per ton with such agencies as Iowa State University, the National Animal Disease Laboratory, the National Biologics Laboratory and others.
- k. Plant Fees. Fees established by the Ames City Council for use of the Ames System.
- l. Income from Sale of Materials. Income derived from the sale of materials reclaimed from solid waste by the processes of the Ames Solid Waste Separation Plant.
- m. Population. The population of an incorporated city or town shall be the number of persons living within its corporate limits as established by the most recent Federal Census, except that for Ames the population thus established will be decreased by the number of persons living in Iowa State University housing facilities. For a county, population shall be the number of persons living within its borders as established by the most recent Federal Census, less the number of such persons living within the limits of incorporated cities and towns as established by the most recent decennial Federal Census.

#### **ARTICLE IV ADMINISTRATION**

- 1. The Ames System shall be governed, controlled and administered solely by and through the Ames City Council and Ames City Manager in accordance with and pursuant to the terms of this agreement.



2. It is understood and agreed that Ames will cause the promulgation of specific rules and procedures for the use and workings of the Ames System. Such rules shall govern:

- a. Which types and quantities of garbage and solid waste shall be delivered to and accepted by a sanitary landfill.
- b. Which types and quantities of garbage and solid waste shall be delivered to and accepted by the Resource Recovery Plant.
- c. The days and hours when the Resource Recovery Plant and other system facilities will be open to receive materials.
- d. All procedures for billing and collection of fees.
- e. Every and any other aspect of the management and control of the Ames System.

3. All financial record keeping and accounting for monies and funds related to the Ames System will be done in accordance with such generally accepted accounting principles and procedures as the Ames City Manager and the Director of Finance for the City of Ames shall deem appropriate and sufficient to accurately reflect all costs, direct and indirect, and all revenues and income of the Ames System. Such financial records will be subjected to audit annually by an independent Certified Public Accountant or Certified Public Accounting firm. Financial records of the Ames System will be open and available for inspection by Gilbert at any time during normal business hours.

4. As a means of enhancing communications with the using and supporting jurisdictions, those jurisdictions may request a meeting to discuss projected operating costs, revenues, rates, capital improvements and debt financing. It is Ames' desire that each using and supporting jurisdiction will designate a contact person for facilitating this coordination. Ames will send out an annual report by February 15<sup>th</sup> of each calendar year. Ames may also utilize the Story County Mayor's Association as a means of ongoing communication with the using and supporting jurisdictions.

5. Gilbert shall require all garbage and solid waste collectors and haulers that it may license or engage to have and use for such collecting and hauling, vehicles of a type and nature which meet the minimum standards Ames now or hereafter requires of its licensed collectors and haulers. Gilbert shall also require all garbage and solid waste collectors and haulers which it may license or engage to produce evidence of insurance coverage of the types and minimum amounts which Ames now or hereafter requires of its licensed collectors and haulers.

6. From time to time during the term of this agreement it may become necessary for Ames to incur additional debt for the Ames System. The decision whether to incur such additional debt for the Ames System shall be solely at the discretion of the Ames City Council. Ames will hold an official public hearing prior to the issuance of additional debt.

7. All decisions and determinations as to plant fees, operating budgets, wages and salaries, equipment and supply purchases and any and all other expenses of or charges by the Ames System shall be solely within the discretion of the Ames City Council and City Manager.

8. All land and equipment and any and all other property before now or hereafter acquired by Ames to establish, operate and maintain the Ames System shall be solely the property of Ames; and Gilbert shall not, by virtue of this agreement, have or acquire any proprietary right, title or interest therein. Gilbert shall not, by virtue of this agreement, obtain, acquire or succeed to any rights or entitlements other than those expressly set out and provided for herein.

9. This contract and agreement is made and entered into in accordance with the provisions of Chapter 28E, Code of Iowa, insofar as the provisions of that chapter are applicable and may not be terminated prior to June 30, 2034, except by the mutual consent of the parties hereto.

10. No later than calendar year of 2033, representatives of Ames and Gilbert shall meet to determine the feasibility of continuing this contract after the expiration of the contract on June 30, 2034

11. This agreement rescinds and replaces the agreement recorded as Instrument Nos. 94-05844 and 94-05845 in the records of the office of the Story County Recorder.

## **ARTICLE V MISCELLANEOUS**

1. Assignment. This agreement may not be assigned by either party without the prior written consent of the other party.

2. Waiver. No delay or failure to exercise a right resulting from a default or breach of this agreement shall impair such right or shall be construed to be a waiver thereof, but such right may be exercised from time to time and as often as may be deemed expedient.

3. Amendment. No amendment, modification, change or extension of this agreement shall be effective unless it is in writing and duly executed by the parties.

4. Agreement Governed by Iowa Law. This agreement shall be governed by the laws of the State of Iowa.

5. Execution of Documents. This agreement may be executed in any number of duplicate originals, any of which shall be regarded for all purposes as an original, and all of which shall constitute but one and the same instrument.

**IN WITNESS WHEREOF**, the parties hereto have approved and caused the execution of the aforesaid covenant, contract and agreement, to wit:

CITY OF AMES, IOWA

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

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

STATE OF IOWA, COUNTY OF STORY, ss:

On this \_\_\_\_ day of \_\_\_\_\_, 2014, before me, a Notary Public in and for the State of Iowa, personally appeared Ann H. Campbell and Diane R. Voss, to me personally known and who, by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Ames, Iowa; that the seal affixed to the foregoing instrument is the corporate seal of the corporation; and that the instrument was signed and sealed on behalf of the corporation, by authority of its City Council, as contained in Resolution No. \_\_\_\_ adopted by the City Council on the \_\_\_\_ day of \_\_\_\_\_, 2014, and that Ann H. Campbell and Diane R. Voss acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

\_\_\_\_\_  
Notary Public in and for the State of Iowa

CITY OF GILBERT, IOWA

By \_\_\_\_\_  
\_\_\_\_\_, Mayor

Attest \_\_\_\_\_  
\_\_\_\_\_, City Clerk

STATE OF IOWA, COUNTY OF STORY, ss:

On this \_\_\_\_ day of \_\_\_\_\_, 2014, before me, a Notary Public in and for the State of Iowa, personally appeared \_\_\_\_\_ and \_\_\_\_\_, to me personally known and who, by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Gilbert, Iowa; that the seal affixed to the foregoing instrument is the corporate seal of the corporation; and that the instrument was signed and sealed on behalf of the corporation, by authority of its City Council, as contained in Resolution No. \_\_\_\_ adopted by the City Council on the \_\_\_\_ day of \_\_\_\_\_, 2014, and that \_\_\_\_\_ and \_\_\_\_\_ acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

\_\_\_\_\_  
Notary Public in and for the State of Iowa

**COUNCIL ACTION FORM**

**SUBJECT:** UNIT #7 CRANE REPAIR

**BACKGROUND:**

This project is for materials, equipment, and labor necessary for the installation of equipment related to the renovation of the Unit #7 crane. The Unit #7 crane is original equipment from the construction of Unit #7 which was built in 1967 and is used to do overhauls and repairs on the #7 turbine/generator and to hoist other plant material and equipment from the sub-basement and basement into the plant.

The crane has reached a point where it is in need of a major overhaul and modified to meet OSHA compliance. The controls no longer meet the safety standards for operation. It has been recommended to install either radio control or a pendant control for the operation and controls to be up-to-date. All the hoisting motors are recommended to be replaced with VFDs (variable frequency drives) for better control. All brake systems need to be replaced on the carriage and on the rails.

The 2013/14 CIP contains \$230,000 for this project. A recent engineer's estimate for this project, however, is \$286,000. Additional funding, if required, will be made available for carry-over from the Building Maintenance account in the FY2013/14 operating budget, since those funds will not all be spent during the current fiscal year. The Council will be asked to approve a formal amendment to the 2014/2015 budget to provide for this carry-over at the appropriate time.

**ALTERNATIVES:**

1. Approve the preliminary plans and specifications for the Unit #7 Crane Repair and set July 9, 2014, as the bid due date and July 22, 2014, as the date of public hearing and award of contract.
2. Delay the repair which could eventually render the crane unreliable and potentially create unsafe crane operation.

**MANAGER'S RECOMMENDED ACTION:**

The crane is critical plant equipment used in completing major work on the turbine/generators. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.



# MEMO

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

**From:** City Clerk's Office

**Date:** June 6, 2014

**Subject:** Contract and Bond Approval

There is no Council Action Form for Item No. 17. Council approval of the contract and bond for this project is simply fulfilling a *State Code* requirement.

/jr

**COUNCIL ACTION FORM**

**SUBJECT:**     **FLEET SERVICES – APPROVAL OF CHANGE ORDER TO EXTEND  
AERIAL BUCKET TRUCK LEASE**

**BACKGROUND:**

Technical Services, a division of the Electric Services Department, maintains the various substations in the City's electric distribution network. Technical Services has been leasing a low-profile aerial truck from NESCO Rentals, LLC of Bluffton, IN, since February 2013. While it originally was estimated that a 12 month lease was needed to complete the work under optimal weather conditions, provision was made for the lease to be extended for up to 18 months.

A wet spring delayed work and the continued use of the aerial truck was required. The City's Purchasing Policy allowed the City Manager to approve the lease of the truck for an additional four months. However, with two more months needed, the total lease cost will exceed \$50,000 which will required City Council approval. The total cost for the lease will now be as follows:

Paid to date	\$46,999.50 (includes freight to deliver)
<b>Lease Two Month Extension</b>	<b>\$ 6,099.00</b>
<b>Return Freight</b>	<b>\$ 2,600.00</b>
<b><u>Tax (not yet paid)</u></b>	<b><u>\$ 2,536.50</u></b>
Total	\$58,261.50

**Technical Services has \$11,262 remaining in its FY 13/14 existing equipment repair account that can be used to cover this added expense.**

**ALTERNATIVES:**

1. Approve the change order to extend the lease, including appropriate tax and freight, with NESCO, LLC. of Bluffton, IN for the aerial bucket truck for the full 18 months.
2. Do not approve the change order to extend the lease, and instruct staff to research other alternatives.

**MANAGER'S RECOMMENDED ACTION:**

The leased truck is very specific to the tasks of the operators and the confined workspace of the substations. Availability of this type of rental truck is limited because most units are currently in a lease, and are not that common. It took several months to find a suitable truck, and Fleet Services was placed on a waiting list until this truck became available.

Therefore, it is the recommendation of the City Manager, that the City Council adopt Alternative No. 1, thereby approving the change order to extend the lease, including appropriate tax and freight, with NESCO, LLC. of Bluffton, IN for the aerial bucket truck for the full 18 months.

**City Council recently approved the purchase of a similar aerial truck for Technical Services, which will conclude the need to lease this type of truck.**

**COUNCIL ACTION FORM**

**SUBJECT: FACILITIES MAINTENANCE PROGRAM – CONTRACT EXTENSION  
FOR CUSTODIAL SERVICES AT CITY HALL**

**BACKGROUND:**

On June 11, 2013, City Council awarded a contract to Klean Rite to provide custodial services for the City Hall and Community Center for the period from July 1, 2013 through June 30, 2014. This contract also included four optional renewal periods.

The period from July 1, 2014, through June 30, 2015, is the first of the four optional renewal periods. Klean Rite indicated that there would be a 0.5% price increase for this renewal period. Extension periods are contingent upon approval of funding by Council.

The approved operating budget for FY 2014/15 was set at \$82,500. These budgeted amounts will cover the following base and hourly bid costs for this renewal:

- \$60,000 Facilities Budget
- \$12,000 Gym & Community Center Budget
- \$ 5,400 Auditorium Budget
- \$ 5,100 Wellness Budget

Klean Rite has provided an acceptable level of service over the past year.

**ALTERNATIVES:**

1. Award the contract renewal option for the FY 2015 custodial services for the City Hall and Community Center to Klean Rite in the amount of \$57,224.70 per year plus \$20.10 per hour for emergency callback and additional work as authorized.
2. Reject this renewal award and direct staff to re-bid custodial services.

**MANAGER'S RECOMMENDATION:**

Klean Rite is the current provider of custodial services in City Hall and the Community Center and has provided these services for one year. Based on the previous bids, Klean Rite provides these services at a relatively low overall cost. They have also worked closely with staff to continually improve the quality of services provided.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby awarding the contract renewal option for the FY 2014-15 custodial services for the City Hall and Community Center to Klean Rite in the amount of \$57,224.70 per year plus \$20.10 per hour for emergency callback and additional work as authorized.



**COUNCIL ACTION FORM**

**SUBJECT:**    **RENEWAL OF CONTRACT FOR ELECTRIC DISTRIBUTION LINE  
CLEARANCE PROGRAM FOR FY 2014/15**

**BACKGROUND:**

This contract includes nearly all of the requirements for tree trimming services for Electric Services during the 2013/14, 2014/15 and 2015/16 fiscal years. It does not cover large storm-related emergency situations.

Electric Services has broken down the City into 11 areas for tree trimming. Over a 5 year time period, the tree trimming crew will trim in all 11 areas. **Trimming is done to minimize electric system outages caused by trees and tree branches.**

On June 11, 2013, City Council awarded a contract to Asplundh Tree Expert Co., of Fairfax, Iowa, for tree trimming services for Electric Services. This contract contained two renewal options. The period from July 1, 2014 through June 30, 2015, is the first renewal option subject to Council approval of funding for the Line Clearance Program. Hourly rates for FY 2014/15 are shown on the attached sheet. The labor rates shown represent a 2% increase from FY 2013/14 in accordance with the contract terms initially established.

**The approved operating budget for FY2014/15 includes \$301,420 for this program. This included a \$25,000 addition to the FY 2013/14 amount to bring in a second crew for one month this summer. When the Ames to Ankeny 161 kV line was built, an initial tree trimming pass was made along the route in order to construct the line. This year the second crew will make another pass along the 161 kV route in order to further reduce tree interference with the line.**

Services provided under this contract are monitored by Electric Services staff to ensure that expenditures are performed properly and are in accordance with the approved funding level. Payments will be based on hourly rates, unit prices bid, and actual work performed. Total cost for FY 2014/15 shall be for the not-to-exceed amount of \$301,420. The renewal option for FY 2015/16 is exercisable at the Council's discretion.

**ALTERNATIVES:**

1. Approve the contract renewal with Asplundh Tree Expert Co., Fairfax, IA, for the Electric Distribution Line Clearance Program for the one-year period from July 1, 2014, through June 30, 2015. Actual payments will be calculated on unit prices bid and actual work performed in an amount not-to-exceed \$301,420 for FY 2014/15.
2. Do not renew the agreement and instruct staff to seek new competitive bids.

**MANAGER'S RECOMMENDED ACTION:**

An on-going tree trimming program helps mitigate the number of customer interruptions resulting from extreme weather events. Alternative No. 1 establishes a fixed price contract for performance of the required tree trimming services at the best price, obtained via the competitive sealed bid process. It has proven to be very cost-effective to have a company under contract to provide these services.

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



**ASPLUNDH TREE EXPERT  
COMPANY FAIRFAX, IOWA  
FY 2014 / 2015 RATES**

**HOURLY RATES**

<b>LABOR DESCRIPTION</b>	<b>STRAIGHT TIME</b>	<b>TIME &amp; ONE-HALF</b>
Working Foreman	\$31.26	\$42.21
Trimmer A	\$28.11	\$37.95
Trimmer B	\$27.04	\$36.49
Trimmer C	\$24.94	\$33.67
Trimmer D	\$23.51	\$31.74
Ground Person	\$22.07	\$29.79
Line Permitter	\$28.11	\$37.95
<b>EQUIPMENT DESCRIPTION</b>	<b>RATE PER CREW HOUR</b>	
Hydraulic aerial device	\$13.97	
Manual aerial device	\$8.15	
Chip truck	\$8.15	
Brush Tractor	\$61.62	
Truck&Trailer for Brush trac.	\$14.72	
Hydro Axe	\$69.55	
Truck&Trailer for Hydro Axe.	\$17.55	
Pick-up Truck	\$7.76	
Power saw	\$0.46	
Brush Chipper	\$4.31	
Hand pruning equip.	No Charge	
Ropes and body belts	No Charge	
<b>MATERIALS &amp; SUPPLIES</b>	<b>BID PRICE</b>	
Weedone CB		
Banvel CST per gal		
Garlon 4 per gal	\$30.43	
Tree Paint: Maintain A per case of 12 13 Oz.cans	\$81.07	
Other supplies Cost plus %	10%	

**COUNCIL ACTION FORM**

**SUBJECT:** CONTRACT RENEWAL FOR PURCHASE OF ELECTRIC METERS

**BACKGROUND:**

This contract renewal is for the purchase of residential single phase, poly phase, programmable demand type, and power quality socket type electric meters to meet the needs of the Electric Services Department. The term of this contract will be from August 1, 2014 through July 31, 2015.

These materials are standard items utilized by the Technical Services Division. The approved FY 2014/15 budget includes \$95,827 for the purchase of electric meters.

Bids for these materials were received on June 14, 2012, as shown on the attached report. Bid prices are exclusive of sales taxes, which are applicable to the purchase of this equipment and are paid directly by the Utility. For evaluation purposes, the bids received were calculated using estimated needs for the coming fiscal year. However, the actual costs will be based on quantities received and unit prices bid, but will not exceed available funding. No contract amount is being authorized at this time, since payments will be made as meters are purchased.

This is the third year of a possible five year contract for power quality meters. Fletcher Reinhardt's original bid included a 3% increase for the 2014/15 renewal period. The low bid submitted by Fletcher Reinhardt Company meets the needs of the Electric Services Department.

**ALTERNATIVES:**

1. Award a contract renewal for the purchase of residential single phase, poly phase, programmable demand type, and power quality socket type electric meters to Fletcher Reinhardt Company, Cedar Rapids, Iowa, in accordance with unit prices bid.
2. Reject all bids and purchase meters on an as needed basis.

**MANAGER'S RECOMMENDED ACTION:**

This contract renewal will provide for Electric Services' annual needs for single phase, poly phase, programmable demand type, and power quality socket type electric meters.

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

City of Ames  
Invitation to Bid 2012-217  
Bid Results

	Est Qty. for FY 14/15	Fletcher Reinhardt	RESCO Opt. 2	RESCO Opt. 1	Electro Industries	Vision Industries
Single Phase						
Form 1S	8	<b>\$57.50</b>	\$157.61	\$29.35		
Form 2S, 200 class	864	<b>\$28.50</b>	\$157.61	\$26.63		Mfg. Not
Form 2S, 320 class	12	<b>\$57.50</b>	\$173.91	\$38.04	No Bid	Preapproved
Form 2K	4	<b>\$136.00</b>	\$157.61			
Form 25S	192	<b>\$65.50</b>	\$54.00	\$41.30		
Est. Total		<b>\$38,894.00</b>	\$150,521.28	Group Incomplete		
Poly Phase & Demand						
Form 3X	4	<b>\$177.00</b>	\$190.22			
Form 9S/8S	12	<b>\$176.00</b>	\$190.22			
Form 45S	4	<b>\$175.00</b>	\$190.22			
Form 2S	4	<b>\$169.00</b>	\$190.22	No Bid	No Bid	No Bid
Form 12S	4	<b>\$175.00</b>	\$190.22			
Form 16/15S	16	<b>\$175.00</b>	\$190.22			
Form 25S	4	<b>\$175.00</b>	\$190.22			
Est. Total		<b>\$8,396.00</b>	\$9,130.56			
Power Quality Socket Type						
Form 9S	12	<b>\$3,224.00</b>	\$5,829.93	No Bid	\$3,836.00	No Bid
Est. Total		<b>\$38,688.00</b>	\$69,959.16		\$46,032.00	

**FY 14/15 - Three of five possible years.**

	FY 13/14 1% increase	FY 14/15 3% increase
<b>Single Phase</b>		
Form 1S	\$ 58.08	<b>\$59.82</b>
Form 2S, 200 class	\$ 28.79	<b>\$29.65</b>
Form 2S, 320 class	\$ 58.08	<b>\$59.82</b>
Form 2K	\$ 137.37	<b>\$141.49</b>
Form 25S	\$ 66.16	<b>\$68.14</b>
<b>Poly Phase &amp; Demand</b>		
Form 3X	\$ 178.79	<b>\$184.15</b>
Form 9S/8S	\$ 177.78	<b>\$183.11</b>
Form 45S	\$ 176.77	<b>\$182.07</b>
Form 2S	\$ 170.71	<b>\$175.83</b>
Form 12S	\$ 176.77	<b>\$182.07</b>
Form 16/15S	\$ 176.77	<b>\$182.07</b>
Form 25S	\$ 176.77	<b>\$182.07</b>
<b>Power Quality Socket Type</b>		
Form 9S	\$3,256.57	<b>\$3,354.27</b>

**COUNCIL ACTION FORM**

**SUBJECT:** PURCHASE OF WATER METERS AND RELATED SERVICES

**BACKGROUND:**

On September 10, 2013, City Council awarded two contracts for the purchase of water meters and related parts. One contract was awarded to Badger Meter in the amount of \$205,000, and a second was awarded to Elster AMCO in the amount of \$15,000. These contracts were awarded for the remainder of the fiscal year ending June 30, 2014.

At that time, Badger Meter did not have a distributor supplying meters and meter parts to Iowa. Since that time, Metering Technology Solutions has become the factory-authorized distributor for Badger products in Iowa.

Staff has not rebid these contracts, as it was anticipated that a new contract for the Capital Improvement Plan's Automatic Meter Reading (AMR) project would be awarded to begin July 1, 2014. The Request for Proposals process for the AMR project is underway, but a contract will not be ready for Council award until later this fall. In the meantime, the current vendors have agreed to honor their existing pricing from 2013 during this interim period.

Funding for these purchases is included in the \$180,000 allotted for routine meter purchases in the adopted FY 14/15 operating budget. An additional \$417,000 is included in the FY 14/15 CIP for Year 1 of a multi-year roll-out of the AMR project.

**ALTERNATIVES:**

1. A.) Award a purchase agreement with Metering Technology Solutions of Burnsville, MN to furnish Badger water meters and related parts and services for the period July 1, 2014 through September 30, 2014 at an estimated cost of \$100,000.  
  
B.) Approve an extension of the purchase agreement with Elster AMCO of Ocala, FL to furnish water meters and related parts and services for the period of July 1, 2014 through September 30, 2014 at an estimated cost of \$20,000.
2. Take no action. The existing contracts with Metering Technology Solutions and Elster AMCO would be insufficient to fund the pre-purchase of meters and related parts and services for the period of July 1, 2014 through September 30, 2014, and would expire on June 30, 2014.

**MANAGER'S RECOMMENDED ACTION:**

The existing agreements for purchasing water meters and related parts will expire on June 30, 2014. Replacement agreements for the installation of the new Automated Meter Reading system included in the Capital Improvements Plan will not be in place by July 1<sup>st</sup>. By not having a purchase agreement in place, the City would not have guaranteed pricing for purchasing water meters and related parts and services for the time period identified and would be subject to current spot market pricing.

Both of the existing vendors have agreed to honor their 2013 pricing for an additional three months, and funding is included in the FY 14/15 operating budget. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby extending the existing agreements through September 30, 2014.



## Staff Report

**KINGLAND SYSTEMS REDEVELOPMENT PROJECT UPDATE**

June 10, 2014

**Background:**

Kingland Systems is the land owner of 1.41 acres in the 2400 block of Lincoln Way at the intersection of Welch Avenue. Kingland came to the City in 2013 and requested support for the redevelopment of their property with a 3-story, approximately 75,000 square foot commercial building. They requested a text amendment for building height along Lincoln Way and financial incentives from the City. Kingland appeared before the City Council on multiple occasions in March, August, November and December of 2013 to describe their proposed project and its intent as a catalyst project for investment in Campustown.

City Council agreed to provide incentives to Kingland on December 10, 2013 by adopting an Urban Renewal Area and Plan with a tax increment financing (TIF) rebate of property taxes for up to ten years or \$2,064,530, whichever occurs first. **The City Council also entered into a Development Agreement with Kingland Systems on December 10, 2013 that described mandatory development requirements for Kingland to receive the agreed upon TIF rebate.** This included a condition for substantial conformance to the site and architectural plan attached to the agreement.

**The purpose of this report is to provide an update of the project's architectural design.** Kingland's building design evolved at a quick pace from August to December to meet the interests articulated by City Council, Campustown Action Association, staff, and Kingland as the developer. The original building concept had a strong modern architectural look in terms of façade orientation, proportions, materials, and windows. Significant changes occurred in 2013 to create the appearance of more individual facades, variation in parapet height, unification of the ground level storefront elements, and promotion of the architectural significance of the corner at Lincoln Way and Welch. **These details are embodied in the approved conceptual plans of the TIF agreement. The final details of the design were deferred to Minor Site Development Plan review by staff, knowing that substantial conformance was required for the TIF rebate.**

During the Minor Site Plan Review, staff identified three significant changes in the look of the building since last fall. Any one of these details in and of itself may not be viewed as significant, but the total combination has warranted an update to the Council. This heightened architectural review of the building is in relation to the approved Developer

TIF Agreement. The applicant has finalized their approach to window glazing and fenestration, exterior materials of brick and metal panels, and building material colors. The final details affect the look of “individual” facades to varying degrees, but all together the final details punctuate the design statement of the building as a modern building.

To provide context to the changes, staff has included three attachments and summarized related elements.

- Attachment 1 – Conceptual building renderings from November 2013:
  - Two different bricks and colors, dark and light red/brown
  - Appearance and texture of light or white color stone blocks
  - Window system with large clear glass areas
- Attachment 2 – Conceptual building elevation exhibit to TIF Agreement:
  - Two bricks patterns and dark colors, specific colors not specified
  - Horizontal metal panels as blocks or light color, no specific details
  - Windows systems with panel joints
- Attachment 3 – Building rendering from June 2014:
  - Two bricks and colors, uniform color of champagne and dark iron and brown with matching mortar color
  - Vertical varying pattern of smooth metal panels, charcoal colored
  - Window systems with clear glass and black spandrel glass; lobby window framed into smaller panels, corner office window with individual panels and spandrel glass.

### Building Materials

The project design has always included clay brick for the majority of the façade with complementary materials. Discussion of the exterior materials included references to use of a light colored stone that was compatible with the surrounding influences of the ISU Memorial Union. This was inferred through the Attachment 1 rendering and applicant presentations. The pattern of the building has emphasized a vertical rather than horizontal orientation, but also showed the block elements of some façades as a balancing with horizontal detail. The conceptual plan of Attachment 2 included a note that the apparent block areas were to be metal panels, but there was no further discussion of this detail as part of the project in the fall. The Attachment 3 plan includes final details on material color and patterns.

The metal panels with their vertical orientation and dark charcoal color are the most significant change since the original representation of the project. This material is prominently featured on the corner of the building surrounding the office window, the primary material of an individual façade along Lincoln Way, and as accent treatments to all of the facades. The change of the pattern to narrower rectangles and vertical orientation reinforces the design approach of vertically oriented building facades and a modern appearance. With darkening these metal elements of the façade, the applicant has lightened one of the brick colors to champagne.

### Windows

The most significant evolution in the fenestration design is the addition of black spandrel glass to shroud the internal structural elements of the building that had previously been represented as transparent in the office floors of the building. Two prominent glass features of the original concept were the large transparent expanses for the Kingland lobby near the center of the Lincoln Way façade and the corner office window. The Kingland lobby has been updated with a variegated mullion pattern similar to the metal panels. The upper level office windows now have a more traditional appearance with the individual panels and spandrel glass.

### **OPTIONS:**

#### Option 1

Find the proposed final details of window systems, colors, and building materials to be in substantial conformance with the intended architectural design referenced within the Development Agreement.

#### Option 2

Provide comment and direction to the developer regarding changes to specific elements of the design needed to find the project in substantial conformance with the Development Agreement. Examples of specific details are the pattern and prominence of metal panels, uniformity of color and use of darker finishes, window systems with spandrel glass and framing of individual window panels.

### **STAFF COMMENTS:**

**The design of this project has evolved since it was first presented to the City Council. Many of the architectural details that are now being shown were not well defined at the time of Development Agreement approval. Because the substantial tax incentive that is being offered for the project is tied to the architectural design of the building, staff believes it is important that the City Council:**

- 1) Be made aware of these design changes, and**
- 2) Determine if they are in substantial conformance with the intended architectural design referenced within the Development Agreement before construction begins.**

Attachment 1



LOOKING EAST DOWN LINCOLN WAY

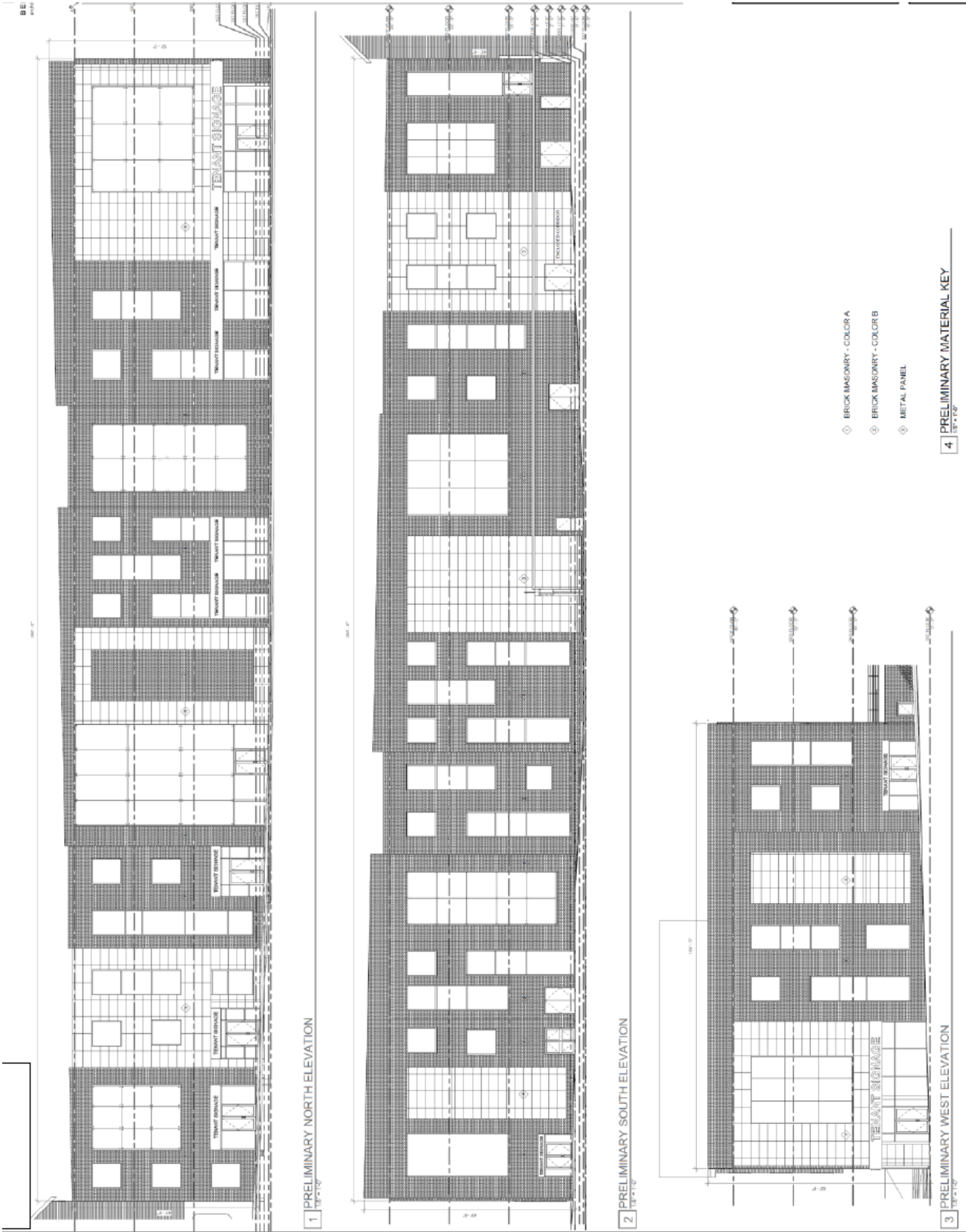
## Attachment 1



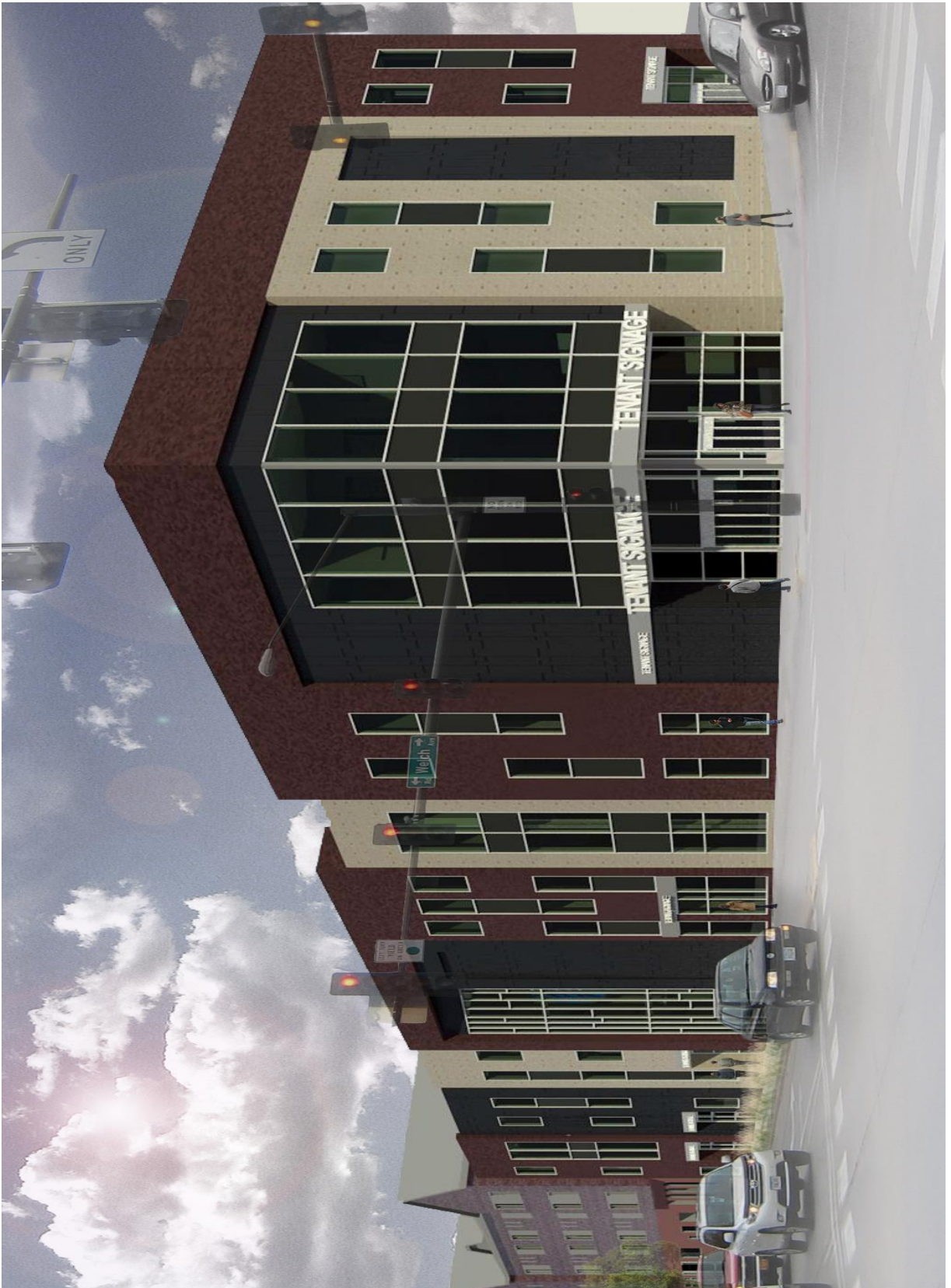
LOOKING WEST DOWN LINCOLN WAY



Attachment 2



### Attachment 3





### Attachment 3



**COUNCIL ACTION FORM**

**REQUEST:**      **PRELIMINARY PLAT FOR A 121-ACRE, 150-LOT RESIDENTIAL SUBDIVISION KNOWN AS SCENIC VALLEY SUBDIVISION**

**BACKGROUND INFORMATION:**

Hunziker Development Co., LLC, owns 121 acres at 3699 George Washington Carver Avenue. The City annexed this land in December, 2013 and recently approved rezoning to FS-RL (Suburban Residential Low-Density) with a Master Plan. A zoning/location map is included as Attachment A.

The proposed Scenic Valley Subdivision comprises 116 lots for single-family detached homes and 34 homes for single-family attached homes. The subdivision has a net density of 3.84 units per net acre. The lot layout allows for attached units to be a mix of two- and three-unit attached homes. Lot sizes for detached single-family homes range from 9,000 square feet to a handful of lots exceeding 1 acre in size. The larger average lot sizes throughout the development are mostly the result of extra lot depth, rather than extra street and frontage width. There are also 7 outlots proposed for various purposes, including storm water management, subdivision signage, and public walkways. The project includes two points of access to GW Carver and stubs two street connections to undeveloped land outside of the City to the north and west. The lot layout is included as Attachment B.

The numbers of dwelling units and their locations are consistent with the Master Plan, which identifies a range of 85-145 detached units and 25-45 attached units. The proposed preliminary plat includes a condition for restrictions on tree removal and slope protection within the area of LUPP Environmentally Sensitive Overlay designation that are consistent with the Master Plan (Attachment C). A second condition requires coordination of street improvements and driveway access to the attached single-family homes to ensure there is on-street parking along Aldrin Avenue. The Planning and Zoning Commission reviewed the preliminary plat and recommended approval 5-0 on June 4, 2014.

**ALTERNATIVES:**

1. The City Council can approve the preliminary plat for Scenic Valley Subdivision at 3699 George Washington Carver Avenue with two conditions:
  - A. Prior to final plat approval, the street light and street planting plan for the attached single-family home portion of Aldrin Avenue south of Weston Drive will be prepared and presented to the Planning and Housing Department for review and approval to ensure appropriate space is reserved for off-street parking coordinated with driveway placement.

- B. Prior to final plat approval, an easement document or similar restriction will be prepared for City staff review and approval that contains specific language regarding the protection of trees and slopes as described in the master plan.

This recommendation for approval is based upon staff's findings and conclusions as found in the addendum. Details of these conditions are also found in the Addendum.

- 2. The City Council can deny the preliminary plat for Scenic Valley Subdivision at 3699 George Washington Carver Avenue, by finding that the preliminary plat does not meet the requirements of Section 23.302(3)(b) of the Ames Municipal Code and by setting forth its reasons to disprove or modify the proposed preliminary plat as required by Section 23.302(6) of the Ames Municipal Code. Relevant code sections are found in Attachment E.
- 3. The City Council can defer action on this request and refer it back to City staff and/or the applicant for additional information.

**MANAGER'S RECOMMENDED ACTION:**

The subject site has a number of limitations and natural constraints to its efficient development. Buildable lots comprise only 1/3 of the total site area compared to a more typical 2/3 or more of a site. The street circulation plan includes four cul-de-sacs and a number of individual block lengths greater than 600 feet, which are generally undesirable and discouraged within the Zoning and Subdivision Codes. The applicant explored an alternative design that had shorter blocks, but more cul-de-sacs and limited connectivity before submitting the current plan. With the given constraints of the site, primarily the gas pipeline, additional internal connectivity would be hard to achieve without a reduction in lots and potentially affecting minimum density.

The project accommodates the desired natural area protection for the volunteer tree woods, steep slopes, and flood plain located in the southwest section of the site. The mix of housing types and lot sizes meets the interest of the FS zone for minimum density and choices in single-family home types.

With these features in mind and the determination that the requirements of the City's Subdivision and Zoning regulations are met by the proposed development, it is the recommendation of the City Manager that the City Council accept Alternative #1, thereby approving the preliminary plat for Scenic Valley Subdivision at 3699 George Washington Carver Avenue with the two conditions noted above.

## **ADDENDUM**

**Project Description.** Scenic Valley Subdivision proposes 150 total lots in a 121-acre tract located between George Washington Carver Avenue to the east and Squaw Creek to the west. The lot pattern is very linear with a north/south orientation. This is due to the relative narrowness of the buildable area (the western 40 acres is in the flood hazard zone) and the presence of a natural gas pipeline bisecting the property. The preliminary plat is included as Attachment D.

Access to the development by vehicle will occur at two points from George Washington Carver Avenue—across from Weston Drive in Northridge Heights and a new Barcelos Street which would align with access to a future development north of Northridge Heights. The development also stubs two street connections to the north and northwest to interconnect with future development of those areas. Areas to the north and northwest are designated in the City's Land Use Policy Plan and Urban Fringe Plan for future development at minimum urban densities of 3.75 units per net acre.

**Applicable Law.** Laws pertinent to the proposal are described on Attachment E. Pertinent for the City Council are Sections 23.302(5) and 23.302(6).

**Density and Open Space Information.** The gross area of the Scenic Valley is 121.01 acres. The zoning designation of FS-RL requires a density of 3.75 dwelling units per net acre. By subtracting allowable exemptions (as defined in Table 29.1202(6) of the zoning ordinance), a net density of 3.84 dwelling units is achieved. The Code also requires 10 percent of the total area of the subdivision to be common open space. By utilizing specified areas of the outlots, this standard has been met with the addition of sidewalks and public access to the common space to be enjoyed by the owners within the subdivision.

It should be noted that Outlot G (proximate to Squaw Creek) is not a part of the common open space calculation due to it not being accessible to the public. There are no plans to make it a development asset or be usable to the public. This is due to the steep slopes to access the site making it unreachable by ADA-acceptable means.

**Block and Lot Configuration.** The project design has multiple block lengths that exceed the primary goals of 600 feet in length, but do not exceed the ultimate limit of 1,320 feet of Chapter 23. The principal reason for this is the site constraint of the natural gas pipeline running north and south through the middle of the site that limits the number of road crossings.

Four cul-de-sacs are proposed with this preliminary plat. Staff has worked with the developer to seek to reduce this number (cul-de-sacs are not prohibited but should be "minimized" per the Subdivision Code). However, due to the constraints of the natural gas pipeline easement and of being allowed only two road crossings of that easement, road configurations would have either a greater number of cul-de-sacs or excessive block lengths.

To address limitations on mobility related to the street layout, mid-block pedestrian crossings and walkway connections at the end of cul-de-sacs are present to improve

pedestrian accessibility throughout the neighborhood. They also act as traffic calming features. The three mid-block pedestrian crossings feature a bulb bump out, reducing street pavement widths from 26 feet to 20 feet by mimicking the dimensions of a parked car. These bump outs improve pedestrian safety by reducing the time needed to cross the street. Furthermore, each cul-de-sac has a walkway connection leading to a different street to allow an interconnected neighborhood.

All lots meet minimum size requirements for the zoning district with a size between 9,000 square feet and 2 acres. The lots interfacing with the tree grove have been laid out specifically to meet the intended building envelope needs of the builder with minimum disturbance of the volunteer tree grove. In addition, corner lots throughout the site are appropriately sized to accommodate two front setbacks (25 feet) and two side setbacks as required in the code. The lots along Aldrin Avenue south of Weston Drive are configured to allow two- and three-unit attached homes. Aldrin Avenue is also the longest cul-de-sac in the design at approximately 900 linear feet. Attached single-family homes require a minor site plan review by staff prior to their individual construction.

As noted above, two dead-end streets are proposed for future extensions into developable land to the north and northwest. At the time of final plat approval, there will need to be an easement to accommodate temporary turnarounds acceptable to the fire department.

Street widths meet the standards for local streets, that is, a 26-foot pavement width as measured from the back of the curb within a 55-foot right-of-way. This width allows for parking on one side of a street. Parking may be quite limited along the Aldrin Avenue cul-de-sac depending upon the design of driveway curb cuts for the attached homes.

**Utilities.** Public utilities (sanitary sewer, water) are proposed to serve the subdivision and will be available to all lots. The developer may construct all of the required public improvements, including streets, prior to final plat submittal, or may post an acceptable financial instrument.

At the time of final plat approval, the developer will need to provide cash payment to cover the expected sanitary sewer improvements needed downstream to increase the capacity to serve this development. The estimated cash needed as of December 30, 2013 is \$197,000 but will be reviewed at the time of final plat approval and revised to reflect estimated costs at that time.

**Sidewalks and Street Trees.** Sidewalks are planned for construction on both sides of all streets. In addition, a sidewalk will be constructed on the west side of George Washington Carver Avenue. (A shared-use path is already constructed on the east side.) As noted above, additional sidewalks are to be constructed that connect the ends of the four cul-de-sacs to adjoining streets.

A street tree planting plan has been submitted that meets the standards of the subdivision standard. **However, because of the density of attached homes on the south portion of Aldrin Avenue, it is anticipated that there will be conflicts between street trees, street lights, driveways, and on-street parking. Staff recommends as a condition of approval of this preliminary plat that, prior to final**

**plat approval, the street light and street planting plan for that portion of Aldrin Avenue will need coordination with the Planning and Housing Department to ensure that there is space for placement of street trees and to allow for on street parking.**

**Natural Area and Steep Slopes.** A portion of this land lies within the Environmentally Sensitive Overlay Area of the Land Use Policy Plan. This includes land within the flood hazard zone of Squaw Creek, the steep slopes that rise approximately 40 feet from those bottomlands, and a thinly wooded area on the slopes and the edge of the uplands. The Master Plan contains language stating the intent of the developer to allow some limited activity within the area and describing prohibited activities. These are expressed in general terms and are quoted below.

“The general boundary shown in orange shall be the limits of any habitable structures. Overgrowth and scrub trees may be removed within this area to allow for structures. Dead trees may be removed from this area. Emphasis should be placed on preserving existing healthy trees. Ash trees may be removed at any time.

“The general boundary shown in green shall be prohibited from building habitable structures. Dead, dangerous, and diseased trees may be removed from this area. Other trees may selectively be removed to improve the overall quality and health of the existing trees. Emphasis should be placed on preserving as many healthy trees as possible in this area. Ash trees may be removed at any time. Gazebos, non-habitable structures, and walking paths are permitted in this area. Gazebos, structures, excavation, and removal of cover on the steep slopes should be avoided whenever possible.”

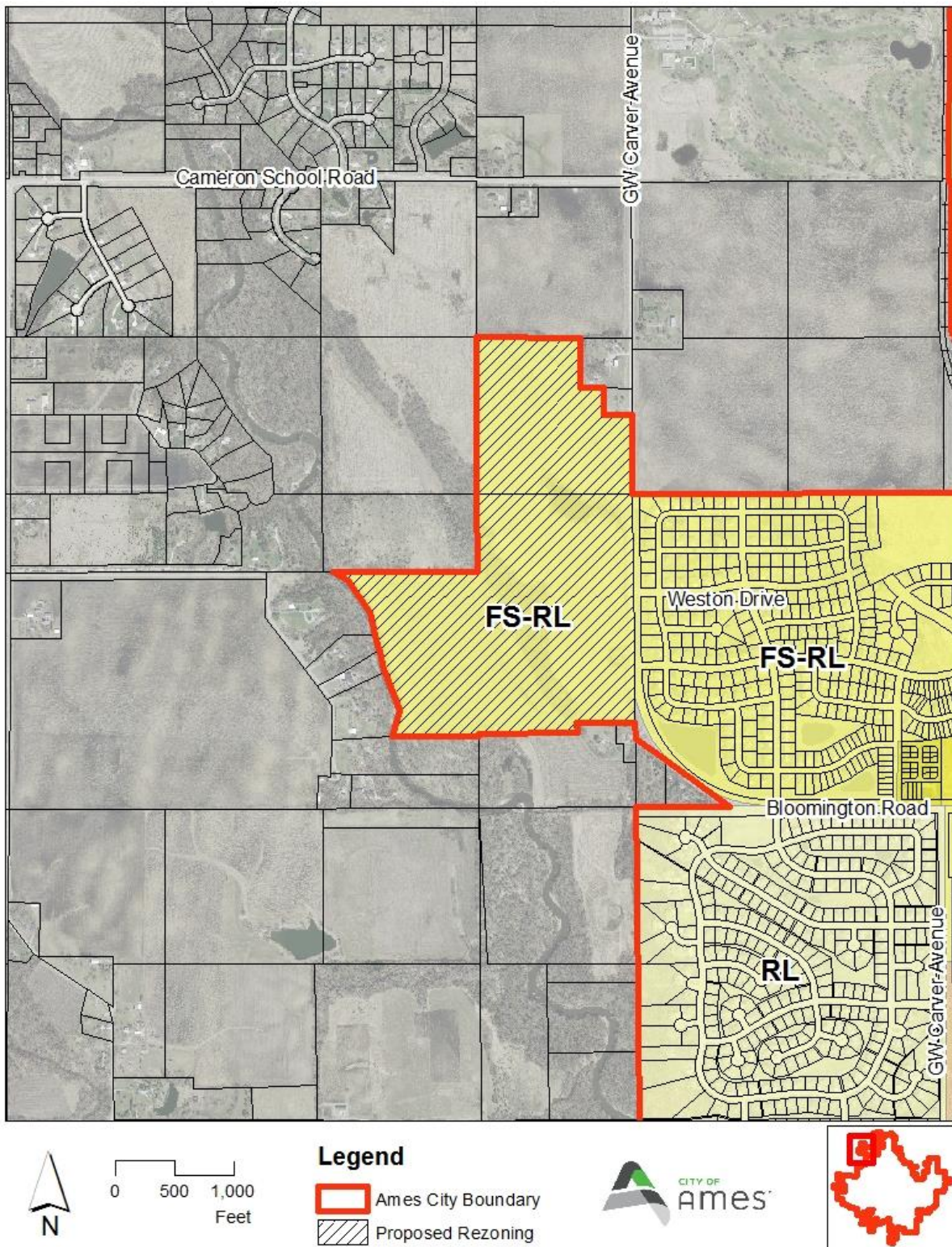
**Staff recommends as a condition of approval that an easement containing specific language regarding the protection of trees and slopes within the orange and green areas as shown on the master plan will be needed with final plat approval.**

**Planning and Zoning Commission Recommendation.** The Planning and Zoning Commission met on June 4 and recommended approval (5-0) of the proposed preliminary plat with the conditions noted in this report. Commission discussion focused on the lot arrangement along the wooded areas, storm drainage, and street layout. One neighbor suggested that natural grasses should be planted in the storm water holding areas rather than standard turf grasses for improved storm water infiltration. One other person spoke and recommended several types of grasses that would work, including maintenance techniques for them.

**Conclusions.** Based on this analysis, staff finds that the proposed Scenic Valley Subdivision complies with all relevant and applicable design and improvement standards of the Subdivision Regulations, to other standards and ordinances of the City including the zoning ordinance, to the Land Use Policy Plan, and to the approved Master Plan and, therefore, concludes that Ames Municipal Code Section 23.302(6)(a) has been satisfied.



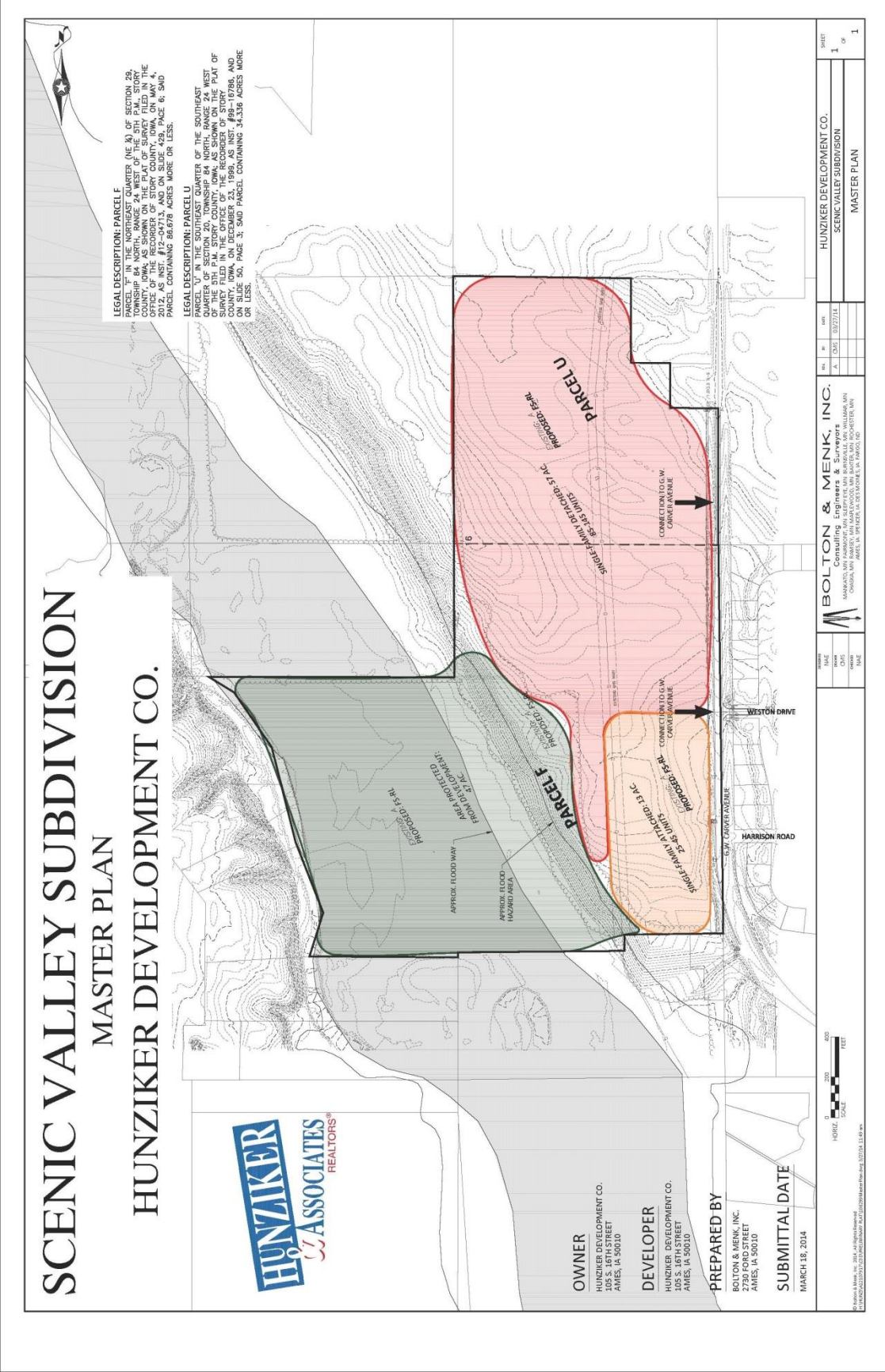
## Attachment A: Zoning and Location Map







Attachment C: Master Plan



SCENIC VALLEY SUBDIVISION  
PRELIMINARY PLAT  
HUNZIKER LAND DEVELOPMENT



LOCATION MAP



**HUNZAKER**  
ASSOCIATES  
REALTORS®

**BOLTON & MENK, INC.**  
Consulting Engineers & Surveyors  
2780 FORD STREET  
ANN ARBOR, MI 48106  
(313) 233-4300

<b>OWNER</b>	<b>DEVELOPER</b>
MUNSTER DEVELOPMENT CO. 105 S. 16TH STREET AMES, IA 50010	
<b>SHEET INDEX</b>	<b>TITLE</b>
<b>SHEET NO.</b>	<b>SHEET</b>
1	GENERAL INFORMATION
2	TITLE SHEET
3	RECORDING MAP
4	PROPOSED GRADING
5	GRADING PLAN

**PREPARED BY**  
BOLTON & MENK, INC.  
2730 FORD STREET  
AMES, IA 50010

**SUBMITTAL DATE**  
APRIL 11, 2014

## LEGAL DESCRIPTION

THESE ARE MULTIPLE SURVEYS OF RECORD IN THIS PRELIMINARY PLAT.

PARCEL F AND PARCEL G ARE DESCRIBED BY A SURVEY OF RECORD DATED MAY 4, 2012. FILED AS INSTRUMENT NUMBER 2012-00004731 IN THE OFFICE OF THE STORY COUNTY RECORDER.

PARCEL U IS DESCRIBED BY A SURVEY OF RECORD DATED DECEMBER 23, 1999. FILED AS INSTRUMENT NUMBER 99-16786 IN THE OFFICE OF THE STORY COUNTY RECORDER.



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.

NATHAN A. EASTER  
REG. NO. 17278 DATE: DECEMBER 31, 2014  
MY LICENSE RENEWAL DATE IS  
PAGES OR SHEETS COVERED BY THIS SEAL:  
ALL SHEETS

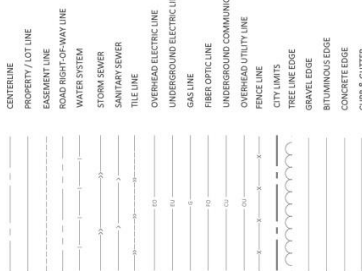
HUNZIKER DEVELOPMENT CO.	SHEET	1	OF	5	
					C VALLEY SUBDIVISION - PRELIMINARY PLAT
					TITLE



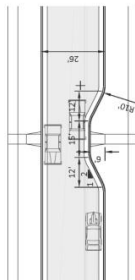
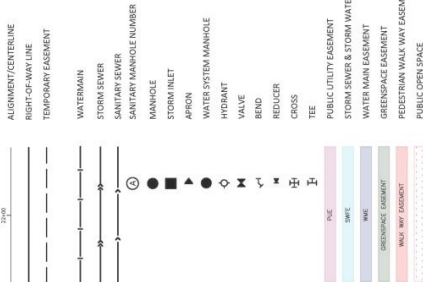
## GENERAL NOTES

- [illegible]


## EXISTING



## PROPOSED



MID-BLOCK CROSSINGS DETAIL

		<b>BOLTON &amp; MENK, INC.</b> 10000 W. BRIGHTON BLVD. MARLBOROUGH, MASSACHUSETTS 01752-9001, U.S.A. TEL: 508/261-1000 FAX: 508/261-1001 MAIL: 10000 W. BRIGHTON BLVD., MARLBOROUGH, MASSACHUSETTS 01752-9001, U.S.A.		SHEET 2 OF 5	
HUNZIKER DEVELOPMENT CO. SCENIC VALLEY SUBDIVISION - PRELIMINARY PLAT GENERAL NOTES					











## Attachment E: Applicable Subdivision Law

The laws applicable to this Preliminary Plat Subdivision 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):

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.*

**COUNCIL ACTION FORM**

**SUBJECT: DOWNTOWN FAÇADE GRANTS – 2013/14 SECOND ROUND AND 2014/15 FIRST ROUND AWARDS**

**BACKGROUND:**

The City Council annually budgets \$50,000 for the Downtown Façade Grant Program. This program has an eligibility requirement for projects to be within the downtown area, which is generally described as from 6<sup>th</sup> Street to the railroad tracks and from Duff Avenue to Northwestern Avenue (see Attachment 1). The program includes up to \$15,000 of matching funds per façade and allows up to \$1,000 for architectural services. The program requires compliance with specified design guidelines, ground floor use of office or retail trade, and historic façade removal of non-compliant elements; and allows one year to complete the project after signing a grant agreement. In addition, the program includes preferences for façades that have not had previous funding, for front façades, and for façades along Main Street. The accompanying scoring criteria prioritize visual impact, financial impact, extent of improvements, and historic design (See Attachment 2).

In August 2013, the City Council awarded three Downtown Façade Improvement grants totaling \$56,000 from the program budget for the 2013/14 fiscal year and from unspent funds carried over from the previous fiscal year. The project at 328-330 Main Street (Town Centre) is underway, and the projects at 122 Main (Computers & More) and 402 Main (The Spice) will proceed soon. **The program still has \$9,423 in 2013/14 funding that was not committed during the first round of grants last August. A second round is typically offered in the spring for the remaining funds.**

The City Council again budgeted \$50,000 for this program in FY2014/15. The typical application process for FY2014/15 is to accept applications in May and bring applications to City Council for award in July or August. **Due to the late April timing of requesting grant applications, staff is recommending that grant awards be made for both the remaining FY2013/14 façade grant funds and for the FY2014/15 grant funds. The available combined funds total \$ 59,423.**

**Grant Applications**

On April 4, 2014, an invitation for grant applications was sent to all eligible property and business owners and was also publicized by the Main Street Cultural District. **The total requested amount of \$64,000 exceeds the combined FY2013/14 and FY2014/15 amount of \$59,423.** The following four grant applications were received:



Address	Business or Building Name	Amount Requested	Total Project	Average Score
413 Northwestern	Wheatsfield Cooperative Design Fees	\$ 15,000 \$ 1,000	\$ 85,000 \$ 5,000	72
400 Main	Lucullan's Design Fees	\$ 15,000 \$ 1,000	\$ 30,000 \$ 6,500	59
323 5 <sup>th</sup> (Burnett Façade)	Triplett Building Design Fees	\$ 15,000 \$ 1,000	\$ 57,000 \$ 5,000	57
537 Main	Ames Insurance Center Design Fees	\$ 15,000 \$ 1,000	\$ 37,000 \$ 3,800	38
		<b>\$ 64,000</b>	<b>\$229,300</b>	

Two Main Street Cultural District representatives and three City staff members ranked the grant applications based on the City Council's adopted scoring criteria. Project summaries, a location map, and project design illustrations are also attached.

Wheatsfields Cooperative at 413 Northwestern is expanding into the east portion of the building. Among other changes, the kitchen and deli area are being expanded and the table area for deli customers is moving into the new section next to the east wall, with an outside dining area beyond that. In this area near the west end of Main Street, a new aluminum storefront system will be installed as well as a new canopy and taller parapet. Windows will be added into the currently blank exterior wall along Northwestern, which will also be faced with the same materials as the previous north façade and entrance improvement project in 2009. That project was completed with the support of a \$16,000 Façade Improvement Program grant.

**While the current program preference is to not approve second grants in the first round for facades that have had a previous award, staff does not believe this was applicable in this circumstance. The proposed area of work is for a portion of the building that was not part of the Wheatsfield Cooperative at that time and is a different façade.**

Lucullan's at 400 Main Street is expanding its use of ground floor and is adding windows on the east façade (along Tom Evans Plaza) to bring more daylight into the space. These windows will be in the same location and of the same type as the original construction. Other improvements to this east façade on Tom Evans Park include new steps and landing at the entrance and repairing and painting the exterior wall. The existing mural will remain and the repair work and painting will not affect it. **The City Council's policy has been to award grants only for improvements to the front of the buildings, although buildings on the corner of two streets have been considered as having two front facades. Rear facades of buildings have not been eligible for the program in the past. Since the east façade is on a frequently used public plaza, staff believes that this façade should be eligible as a second front façade of the building.**

In 2008 the Main Street façade of Lucullan's was improved with the support of a \$8,200 Façade Improvement Program grant. Therefore, the current application may be considered a second grant for the same business and building. In this case, staff has again viewed this as a separate façade that has not been awarded a grant previously, even though the front of the building previously received grants.

The Triplett Building at 313 - 5<sup>th</sup> Street proposes façade improvements making use of currently unused space fronting on Burnett Avenue for a brew pub and business services offices. This building has not received a prior grant. Existing fixed windows will be replaced with operable divided-light windows and existing overhead doors will be replaced with aluminum storefront entrances. Modular stone surrounds and parapets will emphasize two separate entrances and modular stone and brick will face the rest of the façade. The driveways in the right-of-way will be removed and the public sidewalk will be replaced. Since the building is not historically a retail space, the design is consistent with the Downtown Design Guidelines for "other buildings" and is being treated as general office space for openings and windows.

The building at 537 Main Street proposed improvements are intended to facilitate the use of the second floor for offices by moving the second floor entrance to the front and expanding and updating the entrance porch and canopy. Improvements include a new, more visible metal railing and new facing materials on the roof overhand and canopy fascia. This building has not had a grant approved previously.

### **ALTERNATIVES:**

1. The City Council can approve Downtown Façade Improvement Grants for the first three projects listed above, 413 Northwestern, 400 Main and 323 - 5<sup>th</sup>, for the requested \$16,000 each.

Approval of this alternative includes three grants totaling \$48,000 from the Downtown Façade Grant fund in FY2013/14 and FY 2014/15. Under this alternative, \$11,423 would remain for a second round of façade grants before July 1, 2015. This alternative would deny the grant application for 537 Main based on its low ranking through the scoring criteria.

2. The City Council can approve Downtown Façade Improvement Grants from only the second round of FY13/14 of \$9,243 for 323 - 5<sup>th</sup> (Burnett façade).

**The alternative allocates all of the available funds for FY 2013/14 to the highest scored project that has not previously received a grant.** This action does not fully fund their request of \$16,000. In addition, this alternative would also deny the grant applications for 537 Main, 413 Northwestern and 400 Main. Another application round of \$50,000 would be initiated later this summer for FY2014/15 grants for reconsideration of these requests with any new applications.

3. City Council can approve Downtown Facade Improvement Grants for all proposed projects with an average of \$14,810 per project where each requested \$16,000.

Approval of this alternative combines both FY2013/14 and FY2014/15 funding and provides most of the requested funding for all four proposed projects. There would be no leftover funds for a second round in the spring of 2015.

4. The City Council can approve an alternative selection of façade grants and amounts to those projects that the Council finds meet its priorities for downtown façades.
5. The City Council can refer this request to staff or the applicants for additional information.

**MANAGER'S RECOMMENDED ACTION:**

City staff has determined that the proposed Downtown Façade Improvement projects for the Triplett Building, Wheatsfield, and Lucullan's are consistent with the Downtown Design Guidelines. The grant scoring group agreed that these three projects have sufficient visual, financial impact, and extent of improvements to warrant support of the façade grant program. This finding of consistency is despite the fact that Wheatsfield and Lucullan's are second facades on buildings that have previously received grant awards for other facades and are not typically the first priority of the program.

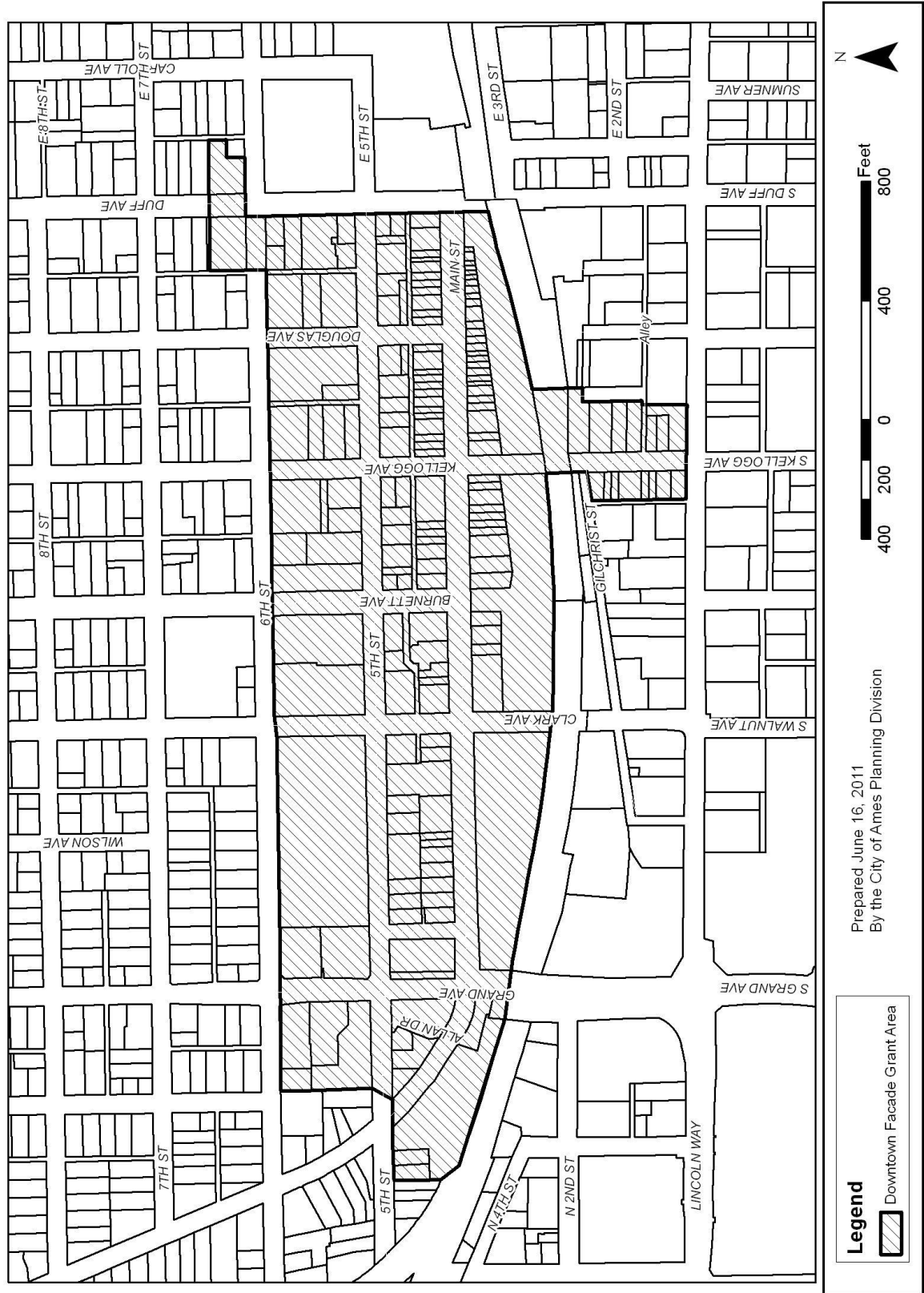
**City staff and the scoring committee concluded that the improvements proposed to the office building at 537 Main do not provide a great deal of visual or economic impact due to the location, building type, and minimal scope of improvements other than expansion of the front porch.**

Staff is not aware of any other pending or active façade grant interests that were not submitted in April for the FY13/14 second round. **With no other pending interest, Staff supports awarding FY14/15 first round funds at this time, rather than delaying consideration for two months. By combining the FY13/14 second round funding with FY14/15 first round funding, \$59,423 will be available for matching grants funds at this time.**

Therefore, it is the recommendation of the City Manager that the City Council approve Alternative #1, thereby approving Downtown Façade Improvement Grants for the first three projects listed above – 413 Northwestern, 400 Main and 323 - 5<sup>th</sup> – for \$16,000 each. This action will utilize \$48,000 of the available balance in the program, leaving \$11,423 dollars for a second round in the Spring of 2015. Funds will be available for all three approved projects on July 1, 2014.

# Downtown Facade Grant Area

## Attachment 1



## **Attachment 2 - Downtown Façade Grant Review**

### *Requirements for all Façade Grants*

- The building must be located downtown within boundaries established by City Council.
- The ground floor must be Office Uses or Trade Uses as defined by the Ames zoning ordinance.
- The façade design must comply with Downtown Design Guidelines.
- Improvements to historic facades shall include replacing non-compliant elements with compliant elements.
- Residential structures and buildings owned by the government, churches and other religious institutions are not eligible.
- No façade grant shall exceed \$15,000.

### *Program Logistics*

The following process for review of applications for façade grants provides time to inform all potential applicants of the opportunity, to work with applicants, applicants to prepare submittals and for staff to review applications and report to City Council. Two grant periods will be planned for each fiscal year.

#### First Grant Period

For this first grant period, preference for grant awards will be given to:

- facades that have not received any previous grant funding
- front facades

#### Action Steps:

- Staff will inform all property and business owners of grant availability, process, and deadlines.
- Staff will work with applicants to define the project, ensure that it meets the guidelines, and assure that it is feasible and can be completed within the time frame.
- Applications will be accepted in May and June.
- Staff will review and score applications and report to City Council in July or August for awarding grants.
- Projects may then start in the fall and be potentially completed before the holiday shopping season.

#### Second Grant Period

If the entire budget is not committed in the first grant period in each year, a second grant period will begin in October for projects to be implemented the following spring. While facades on Main Street and facades for which no previous grants have been awarded will still receive first preference in this second grant period, all downtown grant requests will be considered and potentially approved if funds remain after all first-preference proposals are awarded.

#### Conditions of Grant Approval

- Grant projects must be completed within one year from award of grant.
- Any required building code and/or safety improvements to a structure must be completed before grant work proceeds or before grant funds are paid.

## Attachment 2 (continued)

### Scoring Criteria

For each category, the following criteria shall be used to award points:

#### **VISUAL IMPACT**

**Maximum Score 30 Points**

- Improvements apply to more than one story on one facade
- Improvements apply to more than one 25-foot wide bay on one facade
- Improvements will create more visual significance because:
  - key, highly visual elements of the building are being improved
  - the building is prominently visible due to its location (E.g., it serves as a focal point from a street, is at a prominent intersection, or is larger than other buildings around it)

#### **FINANCIAL IMPACT**

**Maximum Score 30 Points**

- Matching funds exceed the minimum dollar-for-dollar match
- The project includes improvements being made to
  - ensure public safety,
  - establish or preserve the building's structural integrity
  - resist water and moisture penetration
  - correct other serious safety issues
- The façade project is part of a larger project that improves other exterior or interior parts of the building
- The project helps to make use of space that has been unoccupied or used only for storage

#### **EXTENT OF IMPROVEMENTS**

**Maximum Score 20 Points**

The number points granted in this category shall be based upon the number of elements from the Downtown Design Guidelines being improved. More improved elements deserve more points.

##### HISTORIC FACADES (such as Café Diem):

- Display windows
- Transoms
- Masonry (includes removing cover-up)
- Upper floor windows
- Parapet and cornices
- Awnings and canopies
- Entrance
- Kickplate

##### OTHER FACADES: (such as Wheatsfield)

- Quality materials
- Façade modulation
- Fenestration
- Roof
- Awnings
- Building entrances

#### **HISTORIC DESIGN**

**Maximum Score 20 Points**

- Project includes historically appropriate materials and restoration techniques
- Project goes beyond basic rehabilitation and re-establishes a more historically accurate appearance than other projects

## 413 Northwestern



Existing Façade at 413 Northwestern Ave.



Proposed New Façade for 413 Northwestern Ave,



## 413 Northwestern

**SB&A ARCHITECTS, LLC**

**RE: Façade Grant Application for WHEATSFIELD COOPERATIVE EXPANSION  
located at 413 Northwestern Avenue in Ames**

### **WRITTEN STATEMENTS**

#### ***Description of the Proposed Project***

Wheatsfield Cooperative is in the process of renovating an adjacent space to their current facility in the building located at 413 – 415 Northwestern as listed on the Application Form of this document to expand their “whole foods” grocery business into that new space. Their expansion project consists of complete renovation of the interior of their leased space and expansion of their kitchen and deli areas. In an effort to improve their street frontage they desire to significantly improve the façade of the building which faces the main street, which has generated this application.

#### ***Special Background of the Building***

Though this particular structure is of little historical significance relative to its architecture, it has an intrinsic value relative to understanding the development and growth of Iowa towns. It was originally built as a lumberyard, providing convenient access to building materials for the citizens of the community. Most lumberyards in the middle of growing Iowa towns have since left and moved to industrial areas based on land use plans. Though its use has been changed, this structure still stands as a reminder that Ames was once a small town adjacent to the first land grant college in the nation.

#### ***Materials on the Building***

The portion of the building being improved is currently non-descript. The existing, painted, concrete block and wood siding will be enhanced with new split faced concrete block masonry as a wainscot and pier accent and face brick very similar, if not matching, the north façade that was improved during the time of their initial expansion in 2006. New aluminum storefront framing is being provided even though this will be a secondary entrance to the store. New windows along Northwestern Avenue will visually enhance the current façade along Northwestern Avenue which is currently a blank painted wall. It is anticipated at some future time that an outdoor seating area will be provided at this new entrance as it enters into the new deli eating area. In addition to matching materials and styles, a canvas canopy similar to the canopy at the existing entrance will visually tie the existing and new facades together which will visually “finish out” the entire structure as it appears from Northwestern Avenue and Main Street.

#### ***Project Budget***

The anticipated cost for the façade portion of their store expansion project will range from \$70,000 - \$85,000 per the following breakdown:

	Low	High
Selective Demolition	\$ 3,000.00	\$ 4,000.00
New Aluminum Storefront Entrances	\$12,000.00	\$12,000.00
New Windows	\$ 7,000.00	\$ 7,000.00
Façade Construction	\$10,000.00	\$14,000.00
New Masonry	\$32,000.00	\$42,000.00
Canopies, Lighting & Miscellaneous	\$ 6,000.00	\$ 6,000.00
TOTALS:	\$70,000.00	\$85,000.00



## 413 Northwestern

### ***Project Schedule***

It is anticipated that the construction on their expansion project will start on or about September of this year (2014) and be complete in 6 - 8 months pending weather and phasing (since the store must remain fully operational during construction).

### ***Color Photographs***

(See Attachments)

Description of the Types of Proposed Materials for this Project:

Entrances: Aluminum storefront with mullions consistent with their existing north entrance

Windows: Fixed aluminum with mullions consistent with the character of downtown windows

Masonry: Split faced-concrete block and modular face brick to match the existing North façade

Canopy & Fixtures: Canvas Canopy and fixtures/signage consistent with the existing North façade.

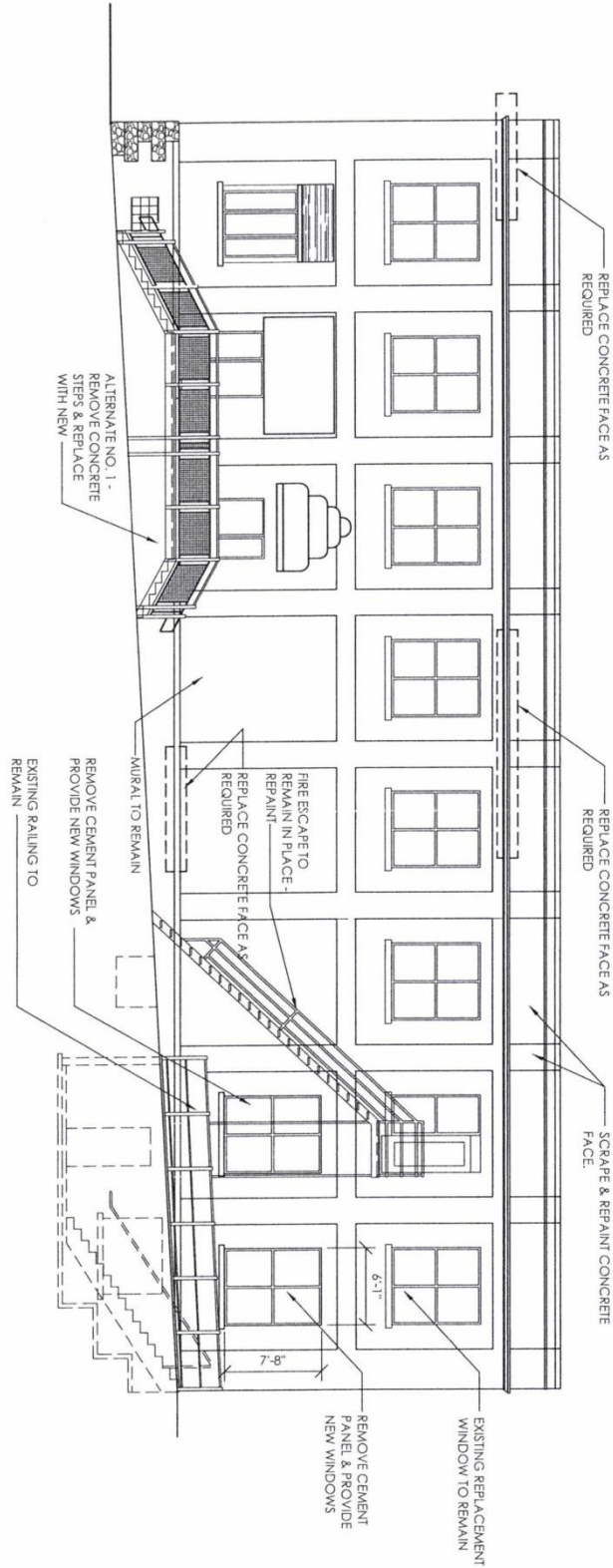
### ***Cost of Design Services***

It is anticipated that the Architectural and Engineering Services for this portion of their project will range from \$3,000.00 - \$5,000.00.

# 400 Main

## PROPOSED EAST ELEVATION

SCALE: 1/8" = 1'-0"



<b>OLSON BUILDING REHABILITATION</b> RANDY & KRISTIN FYLE 400 MAIN STREET, AMES, IOWA		<b>Benjamin Design Collaborative, P.C.</b> 401 Clark Avenue, Suite 200, Ames, IA 50010 Phone: 515-252-0868 Fax: 515-252-0862 www.benjamin-design.com	
DATE	01-30-13	PROJECT NO.	21316
FILE NAME	21316_BDR	CONTENTS	PROPOSED EAST ELEVATION
SHEET NO. 1		A6-10	

## 400 Main

Benjamin Design Collaborative, P.C.

401 Clark Avenue, Suite 200

Ames, Iowa 50010

515-232-0888

Fax 515-232-0882



# Downtown Façade Grant

400 Main Street / Pyle Building Rehabilitation - East and South Façades

Randy and Kristen Pyle

May 8, 2014

## Compliance Statement

The original structure located at 400 Main Street was built in 1912, by F.J. Olsan. According to the Ames Historical Society, the Olsan building was the first all concrete building built in Ames. It earned much of its notoriety from its claim as the first "Totally Fireproof" building in town. It was built out of poured concrete instead of the more typical masonry by W.A. Jennings who worked for Olsan at the time, and who went on to start the Economy Forms Company in Des Moines.

Over the past century the exterior face of the concrete structure has held up well to the elements, with only minor areas of repair needed at this time. This is due in large part to having the exterior face painted throughout the life of the building. Because it has been a number of years since it was last painted, water intrusion has begun to degrade the outer concrete surface and through the freezing and thawing of the seasons many hairline cracks have opened up and started to separate small areas of the outer surface causing them to spall off. These areas of deformity need to be cleaned and patched, and the void portions filled back in with concrete mixed with a bonding agent. Once repaired, the entire surface needs to have a fresh coat of paint, possibly back to its original two tone motif.

Several years ago a previous owner of the building replaced almost all the existing windows on both the first and second floors. Even though these newer windows are not historically accurate to the type of windows they replaced, their overall size and color are appropriate for the overall appearance. The only exceptions to this is the second floor windows on the south elevation facing the alleyway, a bay window facing east at the southeast corner, and the single storefront glazing and transom panels for The Spice restaurant. (See the accompanying photograph)

With the east face of the building facing Tom Evans Plaza, this building effectively has two front façades facing the public. The necessary work needed to bring each face up to standard is identified separately, as identified on the drawings. The intended repairs are as follows:

### East Façade

1. Reinstall front windows in Northeast Corner: These windows were blocked in many decades ago. We will install new windows to match those on the northeast corner of the lower north façade, and upper windows on the east and north façades.
2. Remove and Reinstall Entry Steps into Lucullan's: These concrete steps are degrading quickly, and are placed 8" below the threshold causing a tripping hazard. We intend to replace these steps by extending the painted steel platform from The Spice's entrance and installing new metal steps.
3. Repair and Repaint Existing Wall: We intend investigate the existing surface, fill and repair all areas where spalling has removed sections of the concrete surface, fix hairline cracks that are allowing water to enter, and then repaint the exterior wall in its entirety, back to the two tone motif.

323 - 5th





## 323 - 5th

STOTT BARRIENTOS & ASSOCIATES ARCHITECTS

### RE: Façade Grant Application for 323 5<sup>th</sup> Street in Ames.

#### WRITTEN STATEMENT(S)

The proposed project at the above-mentioned address includes improvements to the Burnett Street façade of the existing building. The “other facades” set of guidelines will most likely apply to this project. Per the map illustration included in the application packet, the subject property is located in the façade grant program area.

The proposed project will include removal of the existing windows and overhead service doors along Burnett Street. These areas will then be in-filled with entrances and fenestration in harmony with the Design Guidelines. Improvements are being studied as well to enhance the existing older masonry on this façade.

#### HISTORY AND CONTEXT

As it appears today, there are three distinct facades along Burnett Street beginning at the corner of 5<sup>th</sup> street and continuing for ½ of the block. The southernmost façade is not included in this application. The two “service bay” facades north of the corner façade are the subject properties to be improved. Until the mid-1990’s this facility served as a car dealership with the showroom on the corner of 5<sup>th</sup> and Burnett and the service bay immediately adjacent on Burnett. It appears that as the dealership grew more service bays were needed thus prompting the northernmost building addition. In the time since the dealership moved to another location this building (all three parts) has housed multiple business. Upon purchase of the building by the current Owner, the two service bays have remained largely unchanged and have been leased, short term, to various small business. It is the goal of the Owner to rehabilitate these two spaces into viable Class A office space, effectively eliminating the “service bay” look of the building and bringing these two facades in harmony with other buildings downtown. Whether these two additions are treated as one main façade or as two separate smaller facades is yet to be determined by the Owner and the design team. Either approach would be in harmony with other structures in the area.

#### EXISTING BUILDING MATERIALS

Both structures are concrete block or masonry structures with steel joist roof structure. The facades appear to be mix of terra-cotta masonry and clay face brick. The existing windows are single pane steel windows which were common in the 1940s – 1960s. The existing facades have no historical significance architecturally or stylistically. With the approval of the façade grant the Owner desires to improve them both architecturally and stylistically.

#### PROJECT BUDGET

The anticipated construction cost for this project could range from \$35,000 – \$55,000 per the following breakdown:

	Low	High
Selective Demolition:	\$ 2,000.00	\$ 4,000.00
New Aluminum Storefront Entrances:	\$12,000.00	\$20,000.00
New Aluminum Windows:	\$ 8,000.00	\$ 8,000.00
Additional Masonry work	\$10,000.00	\$19,200.00
Canopies and Lighting (Optional)	\$ 6,000.00	\$ 6,000.00
TOTALS:	\$38,000.00	\$57,000.00

## **323 - 5th**

### **SB&A ARCHITECTS, LLC**

#### **PROPOSED MATERIALS:**

Entrances: Aluminum storefront with mullions consistent with Main Street professional building facades

Windows: Operable divided lite windows to break up the façade and provide a pedestrian scale to the façade, thus moving further away from the visual impact of the building's former use as a garage.

Masonry: Combination of modular stone and modular brick. The building will still maintain their own identity through color of brick but be tied together through the use of the stone and cornice details.

#### **COST OF DESIGN SERVICES:**

It is anticipated that the Architectural and Engineering Services for this portion of their project will range from \$3,000.00 - \$5,000.00.

#### **IMAGE ILLUSTRATING THE FAÇADE CHANGES:**

(See Attachments)

## 537 Main



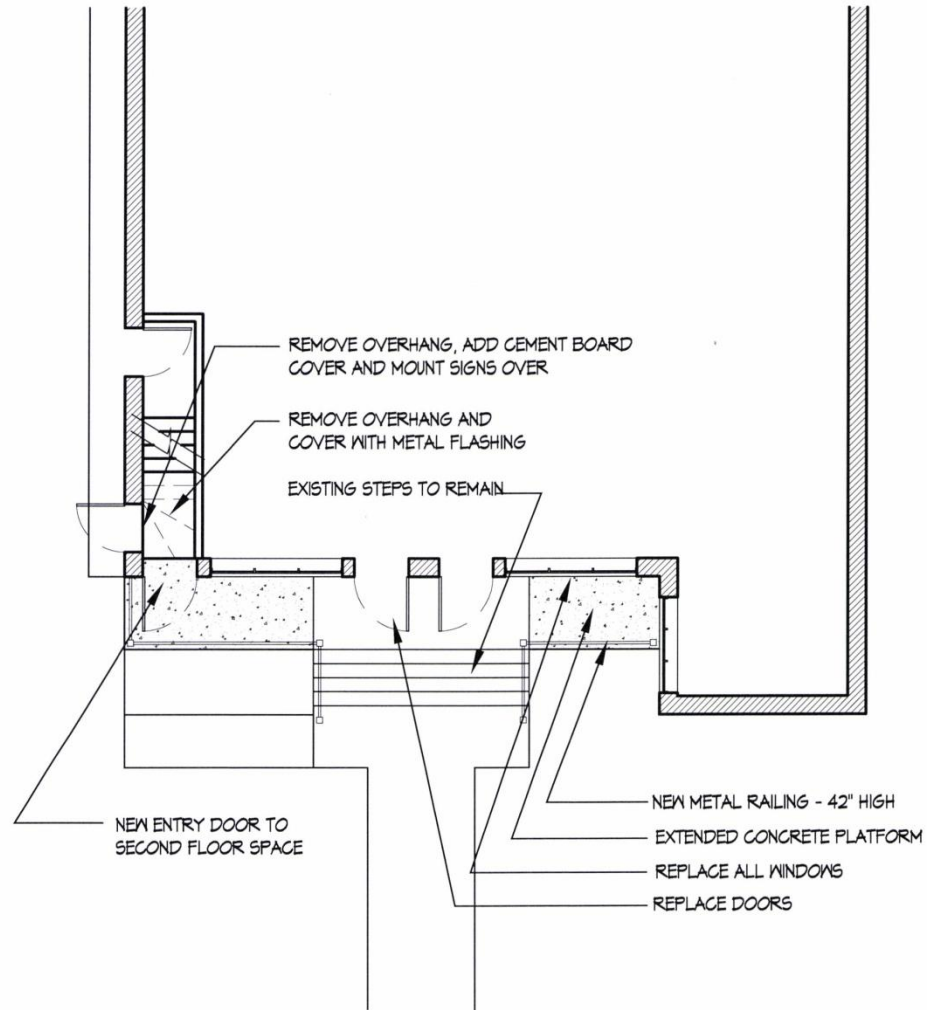
Existing Main Street Façade



Proposed Main Street Façade



## 537 Main



### FLOOR PLAN - NEW FRONT

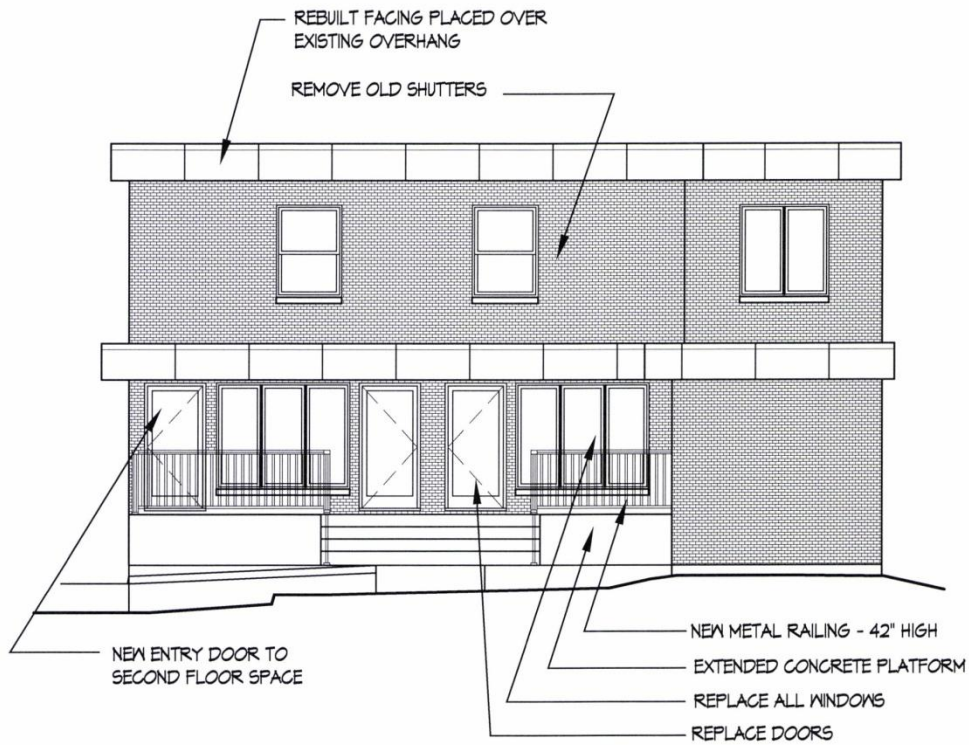
SCALE: 1/8" = 1'-0"



[FILE NAME] PLAN	[CONTENTS] NEW PLAN	[DATE] 4-25-14	EXTERIOR REMODELING AMES INSURANCE CENTER 537 MAIN STREET, AMES, IA	 <b>Benjamin Design Collaborative, P.C.</b> 401 Clark Avenue, Suite 200, Ames, IA 50010 Phone - 515-232-0888 Fax - 515-232-0882 www.benjamin-design.com
[SHEET NO.] A2 of 4		[PROJ. NO.] 21415		




## 537 Main



### NEW FRONT - SCHEME A

SCALE: 1/8" = 1'-0"



[FILE NAME] SCH A	[CONTENTS] SCHEME A	[DATE] 4-25-14	EXTERIOR REMODELING AMES INSURANCE CENTER 537 MAIN STREET, AMES, IA	 <b>Benjamin Design Collaborative, P.C.</b> 401 Clark Avenue, Suite 200, Ames, IA 50010 Phone - 515-232-0888 Fax - 515-232-0882 www.benjamin-design.com
[SHEET NO.] A3 of 4		[PROJ. NO.] 21415		

## 537 Main

Benjamin Design Collaborative, P.C.

401 Clark Avenue, Suite 200

Ames, Iowa 50010

515-232-0888

Fax 515-232-0882



# Downtown Façade Grant

537 Main Street, Ames Insurance Center  
JMMR, LLC.

April 25, 2014

## Compliance Statement

The original structure located at 537 Main Street was built as a single family home, at some time near the beginning of the 20<sup>th</sup> century. The only listing included in the Ames Historical Society's database is a statement in the 1914 Ames Directory listing Mrs. B Brintnall as the owner a house on that site. This matches the review of the existing property and its condition. The original building appears to be built similar to the American Four Square design, with four bedrooms and bath above and living spaces below. The original house was changed extensively at some part of its history when it was "modernized" for commercial use. Changes that can be identified with that time period are removing the pitched roof in favor of a flat more commercial looking roof, a single story addition of offices along the rear of the building, and the changeover to a brick façade. Presumably further changes were made the property changed over to an attorney's office and new offices and reception were constructed next door directly attaching to the east façade, with the addition of a small conference room on the front right corner. It doesn't appear that any major changes have been made to the exterior since the last new construction was completed in the late 70's.

The major theme of this remodeling is to "spruce up" the dated materials that are beginning to degrade on the exterior, and place the building into good serviceable use for many years to come. See the accompanying photographs. Overhangs that were constructed outlining the first and second floors have a painted plywood sheeting for coverage. The existing windows around the main floor are past their life expectancy, with single pane glass, worn out seals and dry rot along the base. The upper floor windows have already been replaced. The existing doors are of similar age, serviceable but without weatherstripping, thermal breaks or updated hardware. The intent is to address all of these issues at one time and improve the overall look of the building.

The intended repairs are as follows:

### South Façade

- ▶ Remove the existing faded wood shutters from either side of the second floor windows.
- ▶ Remove the existing wood posts, remove the existing wood facing from the overhang fascia.
- ▶ Remove the existing non-compliant metal handrails.
- ▶ Replace the main floor windows, replace the existing entry doors.
- ▶ Sawcut a new door opening through the wall to create a new entry into the stairwell leading to the upstairs office / tenant space.

## 537 Main

- ▶ Construct a concrete extension to the existing stoop to extend it along the building front.
- ▶ Install a new code compliant metal guardrail and handrail to be placed along the perimeter of the concrete stoop and steps.
- ▶ Rebuild the existing overhangs on first and second floors to be 30" deep, self supporting, and add new fascia and soffit out of composite metal panels.

### West Façade

- ▶ Continue the refurbishment / rebuilding of the existing overhangs.
- ▶ Close off the existing door to the second floor stairway and cover with a color matched metal panel.
- ▶ Replace the existing first floor windows on this side.
- ▶ Repaint the existing doors that are to remain.

**COUNCIL ACTION FORM**

**SUBJECT: MASTER PLAN DETERMINATION FOR PENDING FS-RM REZONING APPLICATION FOR PROPERTY AT 4710 MORTENSEN ROAD**

**BACKGROUND:**

Cyclone Conference Center, LLC, owns a 1.71 acre undeveloped parcel between Mortensen Road and Highway 30. It is located west of Hilton Garden Inn at the southeast corner of the West Towne Condominiums. The site is currently zoned CCR (Community Commercial Residential), which allows for mixed-use. This zoning district requires development of commercial on the ground floor in order to have residential uses on the upper levels. **The owner seeks to rezone the parcel to FS-RM (Suburban Medium Density Residential) in order to do an exclusively residential development. The location and zoning are shown on Attachment 1.**

**If it were to be rezoned to FS-RM, that district would allow individual apartment buildings up to a maximum of 12 units. The lot size would support up to two 12-plex apartments and one 11-plex when accounting for lot area and parking requirements.**

**Prior to considering an application for a Floating Zone Suburban Low Density or Medium Density rezoning, the Municipal Code requires that the City Council determine whether it wishes to have a Master Plan prepared to accompany the rezoning request.** In order to have a complete application for rezoning, City Council must first indicate its interest in having a Master Plan accompany the requested FS-RM rezoning.

**Master Plan Determination:**

**A Master Plan is intended to provide a broad view of the development concept by describing the intended uses, building types, access points, and protected areas.** Section 29.1507.3(b) of the Municipal Code identifies the criteria by which the City Council may require a Master Plan as part of a rezoning application. **If any one of these conditions is met, the City Council may require a Master Plan. Alternatively, the City Council may decide that the size or scope of the project does not necessitate an accompanying Master Plan with a rezoning application.**

Under this Code section, a Master Plan may be required if a property:

1. Contains more than one type of housing unit and will be developed in phases;

2. Is located on land that is wetlands, flood plain, designated as Greenways or Environmentally Sensitive Area in the LUPP, conservation easement, or other documented sensitive condition or natural resource;
3. May require new or upgraded public improvements; or
4. Has specific conditions or situations that exist on or around the site that require "more careful consideration of how the layout and design of a site affects general health, safety, and welfare...."

The full text of the conditions on which a Master Plan may be required is found in Attachment 2. That attachment also contains the text of the ordinance describing the contents of a Master Plan.

Based on an examination of the site and the preliminary conversations with the owner's representative, staff offers the following comments:

1. The owner proposes only one housing type—multi-family apartments. Other uses are allowed in the FS-RM district, none of which would be developable without subdivision of the property.
2. This site contains no wetlands, flood plain, or other documented sensitive conditions or natural resources.
3. No public improvements will be required.
4. Staff has found no specific situations that would require more careful consideration. Development of this site with apartments would require City Council review and approval of a major site development plan if the rezoning is approved.

#### **ALTERNATIVES:**

1. The City Council can choose not to require a Master Plan with the FS-RM rezoning application for the subject site. This option would allow the request to move forward for staff and Planning and Zoning Commission review without a Master Plan.
2. The City Council can require a Master Plan with the FS-RM rezoning application for the subject site. This option would require the applicant to develop a Master Plan before the application would be considered complete.
3. Action on this request can be postponed and referred back to City staff and/or the applicant for additional information.

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

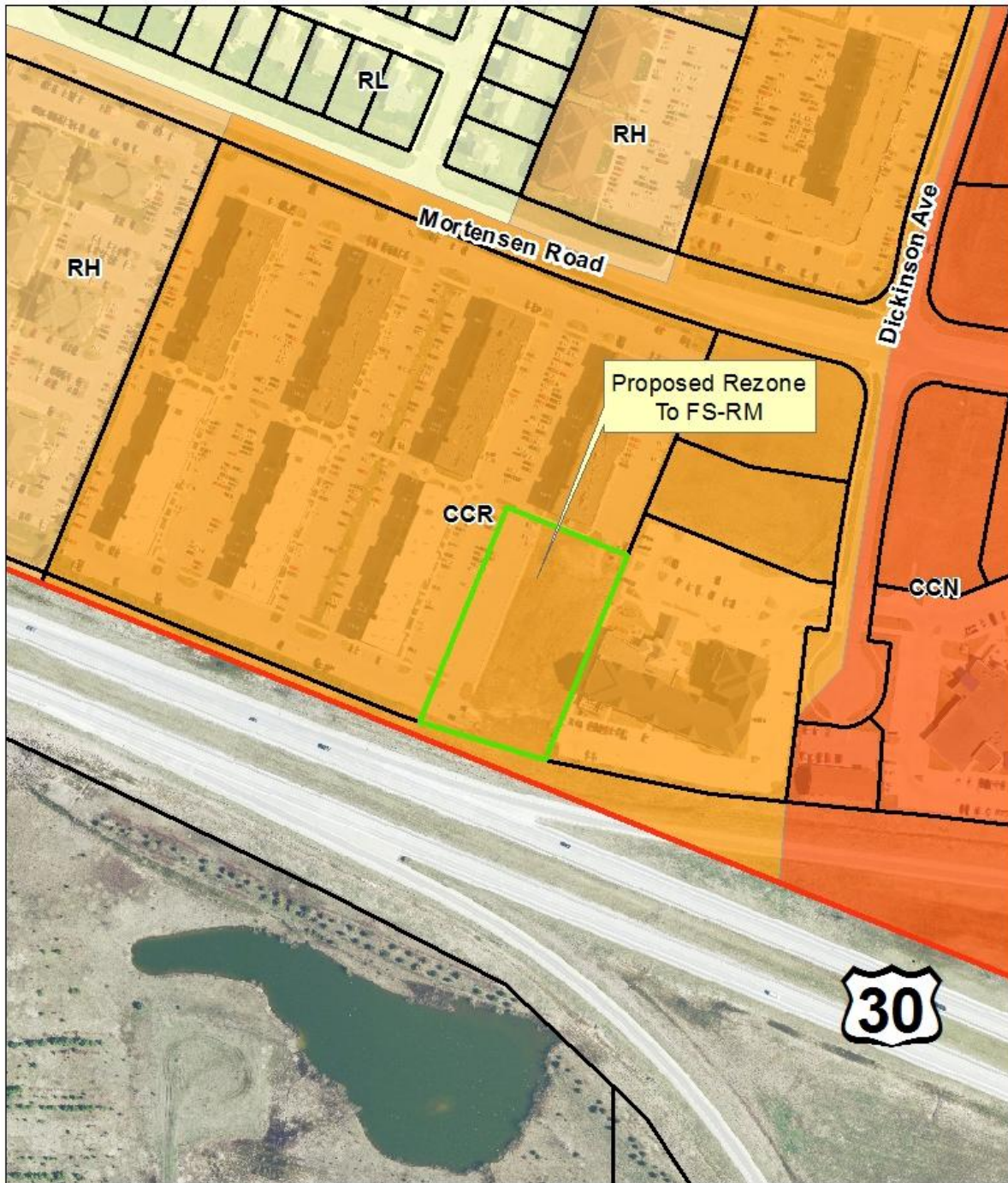
This site is relatively small and has no frontage upon a public street. Nonetheless, it is a legal lot of record and has established development rights through zoning. The current zoning would allow an additional structure to be built similar to the other seven mixed-use buildings in West Towne Condos. The owner believes, however, that the required ground floor commercial space would not be successful and seeks a change to allow a fully residential development.

The site has no special features noted in the Ames Municipal Code for which special review through a Master Plan is appropriate. Whether or not a Master Plan is required, the City Council will still review the merits of changing the zoning from CCR to FS-RM. If FS-RM was to be approved, the proposed development would also require City Council approval of a major site plan to build the apartments.

**Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby allowing the rezoning request to FS-RM to be considered a complete application without a Master Plan.**





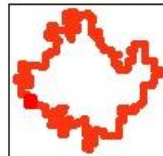
## Attachment 1: Location and Zoning Map



0 100 200  
Feet

### Legend

-  Ames City Limits
-  4710 Mortensen Rd



## Attachment 2: Zoning Ordinance Excerpts

### Section 29.1507(3)

- (b) The City Council may require a Master Plan to be submitted with a rezoning application if it determines that any one of the following conditions is met:
  - (i) The area to be rezoned will contain more than one type of residential dwelling unit and will be developed in multiple phases.
  - (ii) The area to be rezoned contains designated wetlands; flood plain and floodway boundaries; areas designated by the Ames Land Use Policy Plan as Greenways and Environmentally Sensitive Areas; conservation easements or other documented sensitive environmental conditions or valuable natural resources.
  - (iii) Development of the area with the most intensive uses permitted by the proposed zoning designation may require new, enlarged or upgraded off-site public improvements.
  - (iv) The City Council determines that due to specific conditions that exist on or around the area proposed to be rezoned, or due to situations that require more careful consideration of how the layout and design of a site affects general health, safety, and welfare, a Master Plan is necessary for consideration of the proposed zoning map amendment.
- (c) If the City Council determines that a Master Plan is required it shall be prepared in compliance with the requirements of Section 29.1507(4) and shall be reviewed concurrently with the application for a zoning text amendment.

### Section 29.1507(4)

- (4) **Master Plan.** When a Master Plan is required, it shall be submitted in compliance with the following:
  - (a) Submittal Requirements. The Master Plan shall contain the following information:
    - (i) Name of the applicant and the name of the owner of record.
    - (ii) Legal description of the property.
    - (iii) North arrow, graphic scale, and date.
    - (iv) Existing conditions within the proposed zoning boundary and within 200 feet of the proposed zoning boundary: Project boundary; all internal property boundaries; public rights-of-way on and adjacent to the site, utilities; easements; existing structures; topography (contours at two-foot intervals); areas of different vegetation types; designated wetlands; flood plain and floodway boundaries; areas designated by the Ames Land Use Policy Plan as Greenways and Environmentally Sensitive Areas
    - (v) Proposed zoning boundary lines.
    - (vi) Outline and size in acres of areas to be protected from impacts of development
    - (vii) Outline and size in acres of areas proposed of each separate land use and for each residential unit type
    - (viii) Pattern of arterial streets and trails and off-site transportation connections
    - (ix) For proposed residential development provide the number of unit type for each area, expressed in a range of the minimum to maximum number to be developed in each area
    - (x) For proposed residential development provide a summary table describing all uses of the total site area, including the number of units per net acre for each unit type and each zoning area.



**COUNCIL ACTION FORM**

**SUBJECT: 2013 UPDATE TO CDBG ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE STUDY**

**BACKGROUND:**

As a requirement of the federal Community Development Block Grant (CDBG) Program, each entitlement community is **required to conduct an Analysis of Impediments to Fair Housing Study for its jurisdiction at least once during its 3 or 5 Year Consolidated Plan period.** The purpose of the Analysis is to identify impediments and barriers to Fair Housing within the respective entitlement community. This information is then utilized to create a “working document” for how the barriers and impediments can be addressed and/or eliminated within the programs and projects outlined in the Annual Action Plan.

In 2008 the City contracted with Hanna:Keelan & Associates, P.C. of Lincoln, Nebraska to complete the City's first study at a cost of \$18,000. From the initial study, six recommendations were formulated from the opinions and perceptions of persons who participated in the Housing Survey, the Listening Sessions, along with staff's response to each of the recommendations (**see Attachment A**). The full version of the 2008 study can be found on the City's web page at <http://www.cityofames.org/Housing>.

Since the City is in its final year of a second 5-year Consolidated Plan (2009-2014), in November 2012 the City Council approved an agreement with ISU Community and Economic Development (CED) and Institute for Design Research and Outreach (IDRO) to update the study. CED is same group that assists the City in conducting our annual Resident Satisfaction Survey. CED agreed to perform the needed update work for a fee of \$5,000, which is funded from the CDBG administrative budget. The fee covers costs for the development of the questionnaire, data entry, clean up and analysis, and report writing.

The survey has now been completed. Based on the data collected from housing providers and housing consumers, the perceptions of citizens who participated in the listening sessions, and the Comprehensive Housing Affordability Strategy (CHAS) data provided by HUD, it is clear that **the impediments to fair housing choices in Ames are (1) “lack of available, decent rental units in affordable price ranges,” and (2) “cost of housing”**. The Executive Summary of the study is attached (see Attachment B), and the full version of the 2013 study can be found on the City's Housing Division's web page.

**Click here to access the report** [\(2013 Analysis of Impediments to Fair Housing Choice Study\)](#)

The study recommended that the City Council, Planning & Housing Department staff, and the community work together in finding solutions to address these two impediments. After receiving public input for the preparation of the 2014-18 CDBG Consolidated and 2014-15 Action Plan documents, staff developed recommended actions to address these two

impediments (see Attachment C).

**ALTERNATIVES:**

1. The City Council can accept the 2013 Update to the Analysis of Impediments to Fair Housing Study and approve the action plan to address the identified impediments as recommended by staff.
2. The City Council can accept the 2013 Update to the Analysis of Impediments to Fair Housing Study, but not approve the action plan to address the identified impediments as recommended by staff.
3. The City Council can accept the 2013 Update to the Analysis of Impediments to Fair Housing Study and approve a modified action plan to address the identified impediments.

**MANAGER'S RECOMMENDED ACTION:**

This study is a working document for the City to utilize as appropriate in updating the City's 2014-18 CDBG Consolidated Plan and 2014-15 Annual Action Plan. CDBG guidelines require that this type of study be completed at least once during each five-year Comprehensive Plan period.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, thereby accepting the 2013 Update to the Analysis of Impediments to Fair Housing Study and approving the action plan to address the identified impediments as recommended by staff.

## **ATTACHMENT A**

### **2008 IMPEDIMENTS TO FAIR HOUSING ACTION PLAN**

#### **Impediment No.1 – The Cost of Housing**

<b>Consultant's Recommendations</b>	<b>City Response/Actions</b>	<b>DEPARTMENT RESPONSIBLE</b>	<b>TIME FRAME</b>
A. Teaming up with major employers to establish a forgivable grant and/or low interest loan program to assist employees in purchasing a home, and in the rehabilitation and/or construction of a variety of rental housing units/facilities for rent by its employees.	1(a) – Re-initiate teaming with major employers to discuss the possibly or interest in creating a partnership program to assist their employees in purchasing a home	Housing	Spring 2009
B. Continuing to foster public/private partnerships with housing developers, on ways to lower the cost of new housing construction.	Last effort was back in 2006 to collaborate with Ames Community School District, Area Developers and Nonprofit organizations. Current Market conditions indicate an increase in the availability of homes on the existing housing market that could decrease the need for new housing construction.	Planning/Housing/City Council	Will not be address at this time
C. Continuing the efforts for rehabilitation of the existing housing stock, or the acquisition and demolition of dilapidated housing. Encourage development on vacant lots where streets and infrastructure already exists to improve the quality of existing neighborhoods.	For 2008-09 CDBG funds will continue to be used to implement the Neighborhood Sustainability Program to acquire and rehabilitate existing housing units, and where feasible the purchase of vacant lots for development of units.	Housing	Continuing for Fiscal Year 2008-09

<b>Consultant's Recommendations</b>	<b>City Response/Actions</b>	<b>DEPARTMENT RESPONSIBLE</b>	<b>TIME FRAME</b>
D. Utilizing various public and private resources (Community Housing Development Foundation) to serve as a conduit to acquire land for new single-family housing developments. This should be done where lots, blocks and infrastructure are in place for affordable housing subdivisions. Recruit developers and contractors to construct housing types in the \$90,000 to \$120,000 range.	This recommendation is a similar recommendation that was suggested in the 1993 Ames/Story County Housing Needs Assessment Study. As a result the Ames/Story County Partnership was created that pooled financial resources from 8 cities and Story County to create various affordable housing programs that ranged from Down payment, Housing Rehabilitation, In-fill and Infrastructure Assistance. Additionally, a current market analysis would need to be completed to determine if there is a shortage of units in this price range, compared to what's available on the existing market. Currently, in 2008-09, CDBG will used to purchase and rehabilitate homes in existing neighborhoods to increase the supply for homeownership.	Housing/County-wide Governments	Continuing for Fiscal Year 2008-09
E. Continue to partner with area private developers, non-profit agencies and governments within Ames/Story County.	For 2008-09, through the various CDBG affordable housing programs and the Ames/Story County Partnership, partnerships where feasible with non-profits, private developers and governments will continue.	Housing/City Council	On-going
F. Continue to work with Federal and State legislative bodies on the importance of establishing a "living wage" rate to help address the cost of housing and other costs.	The City has been involved in attending community forums and meeting with local groups who are working to educate and address this issue.	City-wide groups and organizations	On-going

## 2008 IMPEDIMENTS TO FAIR HOUSING ACTION PLAN

### Impediment No.2 – The Lack of Available Decent Rental Units in Affordable Price Ranges

Consultant's Recommendations	City Response/Actions	DEPARTMENT RESPONSIBLE	TIME FRAME
A. Utilize various public and private resources (Community Housing Development Foundation) to provide local financing in the acquisition of land. Use grants and loans in combination with public/private partnerships to rehabilitate and/or construct affordable housing apartment facilities.	As part of the City's CDBG program, the City could investigate creation of a rental housing rehabilitation program to address these concerns.	Housing	Will not be addressed at this time.
B. Recruit regional developers of affordable rental housing to invest in Ames.	Staff feels that this recommendation is not applicable at this time due to the current rental market conditions and concerns from the general public, neighborhood organizations and rental property owners.	Planning/City Council	Will not be addressed at this time.
C. Assist existing housing organizations to apply for affordable housing funding sources.	Staff has written recommendation letters for area housing organizations to apply for various state funding programs for housing.	Housing	As needed or requested

## 2008 IMPEDIMENTS TO FAIR HOUSING ACTION PLAN

### Impediment No.3 – Excessive Down payment/Closing cost to purchase a home

Consultant's Recommendations	City Response/Actions	DEPARTMENT RESPONSIBLE	TIME FRAME
A. Work with major employers to establish programs to decrease down payments and closing costs by providing forgivable grants and/or low interest loan programs that employees can access.	See response in Cost of Housing, item 1a.	Housing	Spring 2009
B. Support efforts by the City of Ames to expand its Affordable Housing Program with local employers and financial institutions to expand funding so that more families can utilize this Program.	2008-09 CDBG funds will be used to continue the Ames/Story Homeownership Assistance Program, that assists first-time homebuyers and Down payment and closing cost funds, that includes partnership with area lending institutions.	Housing	On-going
C. Expand homeowner education classes to be required components of local high schools, colleges, and continuing education classes. This will expand an individual's financial knowledge when it comes to being a homeowner.	Staff can investigate creating a partnership with the Ames Schools to offer assistance in this area to help expand their current programming if desired.  3(c) – Investigate creation of a partnership with the Ames Community School District to offer assistance in educating students regarding the home-buying process	Housing	Fiscal Year 2009-10
D. Create an Individual Development Accounts (IDA) Program with area lenders to educate citizens about the importance of establishing savings accounts and saving patterns to help address and create financial stability.	Staff is investigating adding this type of a program as part of its CDBG Affordable Housing Initiatives.  3(d) – Create an Individual Development Account (IDA) program	Housing	Fiscal Year 2009-10

## 2008 IMPEDIMENTS TO FAIR HOUSING ACTION PLAN

### Impediment No.4 – Excessive Application Fees and/or Rental Deposit

Consultant's Recommendations	City Response/Actions	DEPARTMENT RESPONSIBLE	TIME FRAME
A. Amend City ordinances to establish a uniform cost for application fees or prohibit the use of application fees to prospective rental applicants.	This would involve significant City regulation of landlords' activities. This is a private property issue that would need further study, data and public input to determine its advisability.	City Council	Will not be addressed at this time.

### Impediment No.5 – The Cost of Utilities

Consultant's Recommendations	City Response/Actions	DEPARTMENT RESPONSIBLE	TIME FRAME
A. Expand the local Weatherization Program to assist low- to moderate-income persons/families with the cost of making their housing units more energy efficient.	<p>a. The City does not administer the local Weatherization Program.</p> <p>b. However, for 2008-09 CDBG funds will be used to implement a Neighborhood Housing Improvement Grant Program, which funds could be used to increase energy efficiency.</p>	<p>Story County-Mid-Iowa Community Action Agency</p> <p>Housing</p>	<p>On-going</p> <p>Fiscal Year 2008-09</p>
B. Enhance public awareness programs to reduce utility costs with more effective conservation methods, the use of Energy Star-rated appliances, etc.	The City has implemented EcoSmart programs to educate and encourage citizens to take advantage of cost saving energy measures offered by the City. Additionally, the City is providing new and existing homeowners with energy saving kits.	City Manager/Electric/Water/Fleet Services/Finance	On-going
C. Encourage citizens to utilize the "Budget Billing" options offered by the City of Ames to help manage their monthly utility cost by having a fixed monthly payment account.	See 5b above. In addition, the City regularly publicizes the Budget Billing option to all utility customers.	Finance	On-going

## 2008 IMPEDIMENTS TO FAIR HOUSING ACTION PLAN

### Impediment No.6 – Lack of Knowledge of How to File a Fair Housing Complaint

Consultant's Recommendations	City Response/Actions	DEPARTMENT RESPONSIBLE	TIME FRAME
A. Property owners, managers and non-profit Housing Agencies should provide all tenants with copies of the Fair Housing Complaint Form. Include tenants and landlord rights information in the rental agreement packets	Through the implementation of the City's Section 8 Rental Subsidy and various CDBG educational programs, all applicants and participants are provided information and forms on Fair Housing and the complaint process. Additionally, the City is an active participant in the "Breaking Down the Barriers" meetings to help educate and track these types of issues and concerns, along with the Ames Human Relations Commission's mission to address fair housing issues in the community.	Human Relations	On-going
B. In addition to the link on the City's Human Relations webpage, establish link on the City of Ames Planning and Housing Department Website to download a copy of the Fair Housing Complaint Form.	The Planning and Housing Department is in the process of updating its web page and will include a link to download a complaint form as well as other Fair Housing information.  6(b) – Update the Planning and Housing Department's web site to include links to the Fair Housing Complaint form and other fair housing information sites	Housing	Completed
C. The City of Ames should continue to partner with various local organizations and businesses (i.e. Ames Human Relations Commission, Ames Board of Realtors and Ames Property Managers Network) to sponsor events throughout the year, in particular during Fair Housing Month, to address fair housing practices, renter's rights and other fair housing awareness programs. Advertisements should utilize public access channels on cable TV, local internet websites, local newspapers, and radio and print media services.	In 2008-09, as part of the Housing Programs, staff will continue to sponsor, in partnership with local organizations and businesses (i.e. HUD, Ames Human Relations Commission, Ames Board of Realtors and Ames Property Managers Network), annual community forums and events (in particular during Fair Housing Month) to educate and inform its citizens regarding the importance, rights and requirements regarding Fair Housing in our community.	Housing/Human Relations/	On-going



## **ATTACHMENT B**

# **ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE, 2013**

CITY OF AMES  
PLANNING AND HOUSING DEPARTMENT  
515 CLARK AVE  
AMES, IA 50010  
515-239-5400



CONDUCTED IN COOPERATION WITH COMMUNITY  
DEVELOPMENT DATA INFORMATION AND ANALYSIS  
LABORATORY (CD-DIAL)/ INSTITUTE FOR DESIGN  
RESEARCH AND OUTREACH (IDRO), IOWA STATE  
UNIVERSITY

A PROJECT OF THE CITY OF AMES PLANNING AND  
HOUSING DEPARTMENT, AMES, IOWA

### **Research Team:**

Nora Ladjahasan, Iowa State University  
Mingjie Sun, Iowa State University  
Vanessa Baker-Latimer, City of Ames Planning and Housing Department

### **Report produced by Iowa State University Community Development Data Information and Analysis Laboratory (CD-DIAL) Institute for Design Research and Outreach (IDRO)**

Nora Ladjahasan, CD-DIAL coordinator  
Mingjie Sun, Assistant Scientist I

If you have questions regarding this study or other services provided by CD-DIAL,  
please contact us at 515-294-0734 or [nading@iastate.edu](mailto:nading@iastate.edu).

# Purpose, Methodology & Executive Summary

## II. Introduction

As a Community Development Block Grant (CDBG) Program Entitlement Community, the City of Ames is required by the U.S. Department of Housing and Urban Development (HUD) to conduct an analysis of impediments to fair housing choice at least once during the City's 3- or 5-Year Consolidated Plan period. This Analysis of Impediments to Fair Housing Choice, 2013-14 is an update of the study done in 2008.

This analysis was conducted by the City of Ames Planning and Housing Department together with Institute for Design Research and Outreach (IDRO), College of Design, Iowa State University. As an update of the 2008 analysis of impediments to fair housing choice, this analysis includes some of the responses found in 2008 survey to determine if those identified impediments and barriers still exist in Ames.

## III. Purpose of the Study

The primary purpose of the analysis is to identify the impediments or barriers, if any, that the citizens of Ames have in securing safe, decent and affordable housing within the jurisdiction of the City. Special attention was given to fair housing impediments identified in the 2008 study. Thus, most of the questions or issues were patterned after the 2008 study. Information contained in the analysis is then utilized to establish recommendations to address the impediments found.

## IV. Methodology

This analysis uses both qualitative and quantitative research methods. **The timing of data gathering process for the Consolidated Plan prompted the use of different sources of secondary data related to housing. The local housing statistics and information came from the census data specifically 2008-2012 American Community Survey (conducted by the U.S. Census Bureau), the 2006-2010 CHAS data, Iowa Workforce Development - Iowa's Employment Security Agency, and other local agencies.** Along with the analysis, using secondary data, questionnaire surveys were conducted to examine a variety of local housing issues and secure the opinions and experiences of the citizens of the community.

Impact of public and private sectors in the provision of fair housing in Ames was also evaluated in this report. This section of the report was done by the City of Ames' staff looking at the implementation process of these regulations in relation to housing. The impact of above mentioned local government policies was also discussed during the focus group session, soliciting the residents' perception on those issues.

The qualitative research process involved conducting five housing listening sessions at the City of Ames premises (City hall council chamber and other conference room). Four of these housing listening sessions were held on October 23, 2013 (12:00 to 1:00 p.m. and 6:30 to 7:30 p.m.), and October 30, 2013 (12:00 to 1:00 pm. and 6:30 to 8:00 p.m.). The last one was held on October 31, 2013 (2:00 to 3:30 p.m.). These housing listening sessions were advertised in the local newspaper and at the City of Ames website. It was an open invitation to all residents of Ames and to anybody involved in the provision of housing (public/private agencies). The listening sessions were audiotaped and later transcribed. The sessions were facilitated by an extension field specialist, who has been conducting housing listening sessions for ISU extension and specializes in housing. The session lasted for 45 minutes to 1 hour. A note taker was also present to capture the main issues. Twenty people attended the housing listening sessions.

Discussions in the housing listening sessions revolved around impediments or barriers identified in the 2008 survey and other local government regulations that have an impact on the provision of fair housing. Results from housing listening sessions will be discussed in this report simultaneously with the survey results report under “Section 5 – Barriers to Fair Housing”. The comments from the housing listening sessions were summarized by the researcher and incorporated in the discussion of the report.

The big section of this report is the result of the surveys conducted to both housing producers/providers and housing consumers. The four groups of respondents were a) housing producers/providers, b) renters, c) homeowners, and d) subsidized housing renters.

The questionnaires were finalized in December, 2012 and were approved by Iowa State University's Institutional Review Board (IRB) in January, 2013. ISU requires that all surveys that involve human beings be reviewed by this office.

The lists of prospective respondents were taken from several sources. The housing provider/producer list was from different websites that provide housing to Ames residents. This group included local social services and non-profit housing providers, realtors, housing developers, landlords, property managers, and various governmental agencies involved in housing and local financial institutions. Out of 157 identified housing providers/producers, 34 respondents completed the survey.

On the housing consumer side, the list of renters was obtained from the City of Ames utilities database. The list contained both renters and homeowners (20,483 names). In order to separate the renters from homeowners, their addresses were geocoded and names of rental properties were identified. A total of 9, 411 renters were identified and 432 were randomly selected to be respondents. Among them, 50 renters voluntarily participated in this survey.

Homeowners respondents were new Ames homeowners who purchased their houses from 2010-2012. This list was provided by the city assessor's office. Out of 1573 new homeowners, 572 were randomly selected as sample respondents. Of these, 121 completed the survey.

Subsidized housing renters were tenants in the HUD Section 8 Voucher Program, tenants in the HUD assisted low-income housing complex (i.e. Eastwood, Meadow Wood of Ames, etc.), and tenants in low-income tax-credit housing (i.e. Laverne, Windsor Pointe, Prairie West apartments, etc.). This group was identified by the city's Planning and Housing Department. The invitation to participate in this survey was sent to 324 respondents. A total of 120 subsidized housing renters completed the survey.

An online survey using surveymonkey.com program, was used for following groups: housing producers/providers, renters and homeowners. Since the list obtained from the city did not have email addresses, a postcard containing the link to the survey was sent by the City of Ames Planning and Housing Department to renters and homeowners. However, an email invitation was sent directly to the housing producer/provider group since their email addresses were available. The questionnaire was mailed directly to the subsidized housing renters to accommodate any issues related to internet access, physical, and/or mental disabilities in accessing the online survey.

To determine how many samples are needed for each group of respondents, a formula located at <http://www.surveysystem.com/sscalc.htm#one> was used. That formula suggested a certain number of completed surveys needed to adequately generalize the findings to a population, based on a 95% confidence level and confidence interval of 5. A 95% confidence level and confidence interval of 5 means that researchers can be 95% confident that the responses to the questions are within 5% of the results that would be obtained if everybody participated. For example, if 60% of the respondents agreed with a particular statement, researchers could state that they were 95% confident that 55% to 65% of the general population would agree with the statement.

Due to initial low response rate, a follow-up postcard with the link to the survey was sent out to two groups of respondents: homeowners and renters. The email invitation to housing providers/producers was sent three times at a week interval. Two weeks after resending the follow-up postcard to renter and homeowner groups, hard copies of the questionnaires were mailed to those who had not responded. With several attempts to increase the response rates, the desired sample size was not nearly achieved. Only 30% of the required sample size for the housing provider/producer was attained, 68% for subsidized housing renters, 23% for homeowner and only 11% for the renters. The overall response rate for this survey is 23.4%. (See Table 1 for response rates for each group).

**Table 1. Sampling and response rate**

Group	Population Size	Mailed Out	Required Sample	Completed Survey	Response Rates
Producer/Provider	157	157	112	34	21.7%
Renter	9411	432	369	50	11.6%
Homeowner	1573	521	309	121	23.2%
Subsidized Housing Renter	324	324	176	120	37.0%

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**Table 2. Methodology used and completed survey, 2008 vs. 2013**

Group	Methodology		Completed Survey			Response Rate
	2008	2013	2008	2013		2013
Producer/Provider	mail survey	online survey (random sampling)	38	34	34	21.70%
Renter	posted on City of Ames website		98	171	50	11.60%
Homeowner					121	23.20%
Subsidized Housing Renters	mail survey	mail survey	149	120	120	37.00%
Total			285	325	325	23.40%
	"listening session" which includes one-to-one interviews witj "key (housing) players"	5 focus group sessions				

This statistical report summarizes results from 325 respondents who returned usable questionnaires, including 50 renters, 120 subsidized housing renters, 121 homeowners and 34 housing providers/producers; and housing listening discussions.

## Executive Summary

### Demographic Characteristics of Housing Consumers

This analysis was done separately for housing consumers (renters, subsidized housing renters and homeowners) and housing producers/providers.

- **Gender** - Among the 291 housing consumers, 60% were female and 40% were male. There were significantly more women among subsidized housing renters than among homeowners and renters.

- **Age** - Renters were much younger than homeowners and subsidized housing renters.
- **Marital status** - Majority of the renters and subsidized housing renters were single whereas 70% of homeowners were married.
- **Race** - In terms of race/ethnicity, most of the respondents were of white/European-American descent. However, subsidized housing renters were more likely to be minorities compared to homeowners and renters.
- **Household Income** - Unsurprisingly, homeowners had the highest household income, followed by renters, and then by subsidized housing renters.
- **Residency in Ames** – On average, subsidized housing renters have lived longer in Ames compared with renters. Renters seem to move more frequently than subsidized housing renters.
- **Type of rental housing** – The majority of the renters and subsidized housing renters lived in multiple unit apartment buildings.
- **Programs for subsidized rental recipients** - For the subsidized housing renters, about half (46%) were tenants in the HUD Section 8 Voucher Program, 29% were tenants in low-income tax-credit housing and the other 20% were tenants in a HUD assisted low-income complex.
- **Type of homeownership** - For homeowners, 4 out of 5 (81%) lived in an owner-occupied detached single family dwellings.

#### Characteristics of Housing Producer/Provider

- **Housing producer role in housing** - The housing producer/provider group was represented by 29% of the human service providers, 16% property managers, 13% financial institutions and the rest were realtors (10%), landlords (10%), and non-profit housing providers and housing developers (6%).
- **Other housing role** -Neighborhood organizations and volunteering work related to housing were other mentioned organizational types.

#### Housing Issues

- **Housing satisfaction** - Housing consumers were in general satisfied with their rental/owned housing units in terms of overall condition, cost, location, accessibility and amenities.
- **Transportation access** - The vast majority of housing consumers stated that they had reasonable access to the public transportation system (both distance to bus stop and frequency).

- ***Housing discrimination*** - Housing discrimination was not a major issue in Ames as perceived by all groups of respondents (both housing consumers and housing producers/providers).
- ***Housing areas of concern in the provision of housing. This question was exclusively asked to the housing producers/providers only.***
  - a) Financial aspects related to housing provision turned out to be the top areas of concern:
    - cost of housing,
    - availability of affordable housing, and
    - limited financial resources.
  - b) Education & outreach about affordable housing resources was also mentioned as one the areas of concern.
- ***Housing Barrier*** - The analysis of the 2013 Fair Housing Choice survey results indicate that there were few, if any, serious barriers to fair housing choice in the City of Ames. To determine if a certain housing issue was considered a barrier, the following criteria were used: mean value of 3.5 & higher, and median of 4.0 & higher. Percent distribution of 50% and higher on “agree” and “strongly agree” responses was also considered.
  - ***For owning a house***
    - a) ***As perceived by homeowners - no barrier identified***

Homeowners perceived that there is no barrier to fair housing choice. Although cost of housing turned out to be the top 1<sup>st</sup> in the list, its’ value does not warrant it to be considered as barrier.
    - b) ***As perceived by subsidized housing renters - no barrier identified***
    - c) ***As perceived by housing producers/providers – top two barriers identified***
      - Cost of housing (1<sup>st</sup>), and excessive down-payment/closing costs (2<sup>nd</sup>).
  - ***For renting***
    - a) ***As perceived by renters – one barrier identified***
      - Cost of housing (1<sup>st</sup>).

This finding is consistent with the 2006-2010 CHAS data indicating that 54% of the total renter households or 37% of renter families in Ames were spending 30% or more of their household income on housing.
    - b) ***As perceived by subsidized housing renters – two barriers identified***
      - Lack of available, decent rental units in an affordable price range (1<sup>st</sup>), and



- Cost of housing (2<sup>nd</sup>).
- c) *As perceived by housing producers/providers – top two barriers identified*
  - Lack of available, decent rental units in affordable price range (1<sup>st</sup>), and
  - Job status (2<sup>nd</sup>).
- ***Comparison between 2008 vs. 2013 barriers to housing***
  - a) Comparing the 2008 survey with the 2013 survey, the “lack of available decent rental units, in affordable price ranges” was consistently the 1<sup>st</sup> barrier as perceived by all groups of respondents, except for 2013 renter respondents, which was “cost of housing”. This issue was also heavily mentioned in the housing listening session.
    - 2006-2010 CHAS data reveals that were housing gap of 3,390 rental units affordable to 30% HAMFI. This is based on 4,355 extremely low-income households in the City of Ames with only 965 rental units affordable to 30% HAMFI. However, if we look at family data rather than households, there is no housing gap for extremely low-income group (965 affordable rental units for 740 extremely low-income renter families). This indicates that the City have enough stock of affordable rental units for resident families but may lack affordable units for students.
    - Of these affordable rental units, none were vacant, and only 505 rental units (52%) were occupied by extremely low-income households. The problem lies in the unavailability of the 48% (n=460) of total rental units that were occupied by other households in a higher income bracket.
  - b) Cost of utilities, which was the top 2<sup>nd</sup> barrier to renting in 2008, was no longer considered a barrier for any group of 2013 respondents. Instead, “cost of housing” by subsidized housing renters, and “job status” by housing producers/providers were rated as the top 2<sup>nd</sup> barriers to renting.
    - Based on 2006-2010 CHAS data, housing cost was a major housing problem in Ames.
      - For total renter households with problem (n=7,410):
        - 56% have housing cost burden greater than 50% of income , and
        - 36% have housing cost burden greater than 30% but less than or equal to 50% of income.
      - For total owner households with problem (n=1,059):
        - 35% have housing cost burden greater than 50% of income , and

- 61% have housing cost burden greater than 30% but less than or equal to 50% of income.

c) “Excessive down-payment/closing costs” was the top 2<sup>nd</sup> barrier, according to 2013 housing producers/providers, and 2<sup>nd</sup> for 2008 renters/homeowners respondents.

d) “Negative attitudes of landlords” for renters and “lack of knowledge of how to file a fair housing complaint” were top 3<sup>rd</sup> barriers to renting and owning a house in 2008. This did not hold true anymore for 2013.

The matrix below shows if the barriers identified in 2008 survey still exist at the present. It also shows the new identified barriers. To be able to compare it with 2008, only the top three barriers are shown in the table.

	Renting						Owning a House			
	As Perceived by						As Perceived by			
	Renter		Subsidized Housing Renter		Housing Producers/ Producer		Homeowner		Housing Producers/ Producer	
	2013 (renter)	2008 (renter/homeowner)	2013	2008	2013	2008	2013 (homeowner)	2008 (renter/homeowner)	2013	2008
Lack of available decent rental units, in affordable price ranges		1 <sup>st</sup>	1 <sup>st</sup>	1 <sup>st</sup>	1 <sup>st</sup>	1 <sup>st</sup>				
Cost of housing	1 <sup>st</sup>		2 <sup>nd</sup>					1 <sup>st</sup>	1 <sup>st</sup>	1 <sup>st</sup>
Excessive down-payment/closing								2 <sup>nd</sup>	2 <sup>nd</sup>	
Job status										2 <sup>nd</sup>
Cost of utilities		2 <sup>nd</sup>		2 <sup>nd</sup>						
Excessive application fees		3 <sup>rd</sup>				2 <sup>nd</sup>				
Lack of knowledge on how to file a fair housing complaint								3 <sup>rd</sup>		3 <sup>rd</sup>
Negative attitudes of landlords				3 <sup>rd</sup>		3 <sup>rd</sup>				
Lack of knowledge about tenant responsibilities										
Attitudes of immediate neighbors										

## Recommendations

Based on the data from the survey, listening sessions and CHAS data, it is clear that the impediments to fair housing choices in Ames were “lack of available, decent rental units in affordable price ranges” and “cost of housing”. It is recommended that the council, planning & housing staff and the community work together in finding solutions to address these two impediments.

**ATTACHMENT C**

**2013 IMPEDIMENTS TO FAIR HOUSING ACTION PLAN**

**Impediment No.1 – The Lack of Available Decent Rental Units in Affordable Price Ranges**

Goal	Objective	Recommendations	Actions	Funding	TIME FRAME
Utilize and leverage CDBG Funds for Low and Moderate Income Persons through private and public partnerships	Create, expand and maintain Affordable Housing for Homeless and Low-income persons.	i. Increase the supply of affordable rental housing ii. Improve the quality of affordable rental housing iii. Increase the availability of affordable owner-occupied housing iv. Maintain the supply of affordable owner-occupied housing v. Increase supply of Mixed-Use Development	Acquisition/Reuse for Affordable Housing: -Purchase of Vacant In-Fill Lots for Development -Purchase of Foreclosure Properties for Rehabilitation Housing Improvement  Rehabilitation Programs: a. Rental Property Owners	CDBG/ Low-Income Tax Credits/ State and Federal Funds	July 2014-June 2018

## Impediment No. 2 –The Cost of Housing

Goal	Objective	Recommendations	Actions	Funding	TIME FRAME
Utilize and leverage CDBG Funds for Low and Moderate Income Persons through private and public partnerships	Create, expand and maintain Affordable Housing for Homeless and Low-income persons.	i. Increase the availability of affordable owner-occupied housing ii. Expand and Maintain Supply of Emergency Shelter and Transitional Housing	1. Rehabilitation Programs: a. Single-family Owners  2. Public Facilities Improvement Program for Non-Profit Organizations	CDBG/ State and Federal Funding/	July 2014-June 2018
	Maintain the Community Development Services in the Community.	i. Provide Temporary Rental Assistance ii. Continue provision of the Public Service Needs for homeless, special populations and low income households (utilities, rent, deposits, childcare, transportation, employment training, substance abuse, health services, legal services, other public service needs) and reduce duplication of services.	1. Renter Affordability Programs a. Deposit & 1st Month's Rent b. Transportation or Assistance	CDBG	July 2014-June 2018

Staff Report  
**SOUTH DUFF ACCESS STUDY UPDATE**  
June 10, 2014

**BACKGROUND:**

This project began after the City Council referred a letter from Chuck Winkleblack dated June 11, 2013 regarding access management on South Duff Avenue from South 5th Street to approximately Squaw Creek. The letter asked City Council to direct staff to conduct a study of the corridor and to evaluate the consolidation of several access drives along both the east and west sides of the street into a single signalized intersection.

Since that time, City staff has held several meetings with numerous property and business owners along the affected portions of South Duff Avenue. At these meetings, staff presented alternatives and gathered feedback on the proposed improvements. The report was then presented to City Council at the December 10, 2013 meeting. A summary of the findings is as follows:

- 1) A proposed new traffic signal installation, as shown on the attached map, was found to meet Federal warrants as specified in Chapter 4 of the Manual on Uniform Traffic Control Devices (MUTCD). Therefore, the installation of a new traffic signal is justified.
- 2) The crash rates along this corridor were 148% (all crash types) and 155% (just injury crashes) as compared to similar arterials in Iowa. Most of these crashes were found to be broadside and angle accidents caused by left turns and crossing movements. The appropriate mitigation technique to reduce this crash rate was found to be a raised median.
- 3) The estimated project cost of a new traffic signal and raised median along South Duff Avenue (as shown on the attached map) from S. 5<sup>th</sup> Street to the Squaw Creek Bridge is \$325,000. It was anticipated that 55% of the funds would come from an Iowa DOT U-STEP grant, leaving the remaining \$150,000 to be funded from local private and public sources.

The discussion at the December 10<sup>th</sup> meeting focused on how the proposed project could improve traffic flow and safety along South Duff Avenue as a response to increased congestion caused by recent and future redevelopment. **Most of the property owners who were present at the Council meeting as well as at previous meetings with staff emphasized that a raised median will have a negative impact on their businesses and property values. However, Iowa DOT staff has indicated**

**that they will not authorize the installation of a new traffic signal without a raised median to address safety concerns.**

After receiving this report and public input, and realizing that a median would be required in order to promote safe and efficient traffic flow, the City Council asked whether alternate means of access to the properties along South Duff could be accomplished by securing easements in the rear parking lot areas of properties on both sides of South Duff. **City Council directed staff to meet with the affected property owners to determine their willingness to provide cross-access easements. Additionally, staff was directed to determine the willingness of property owners to participate in the local match for the project if it moved forward.**

Following the December 10 City Council meeting, staff contacted all of the property owners that would be affected by the raised median. All of the property owners except Chuck Winkleblack (representing Hunziker) and the area Manager of Wal-Mart were opposed to any project containing a raised median.

In terms of granting access easements, there appear to be four categories of response. First, Wal-Mart is willing to grant an unconditional access easement across their property. A second group appears to be willing to grant access easements, but desires to negotiate terms with their neighboring properties that would cover items such as maintenance and/or damages to their property. A third group of property owners with undeveloped properties, not knowing how their land will be used, feel unable to commit to access easements at this time. A fourth group is so opposed to the project that they are unwilling to consider access easements.

The conceptual design of the project is being provided as an attachment to this report. As shown, the new signalized intersection is only feasible in this section of South Duff Avenue connecting into the Wal-Mart parking lot. For budgeting and planning purposes, the raised median is being shown as starting at South 5<sup>th</sup> Street and continuing south to the bridge. However, it is important to note that the DOT's "non-negotiable" section of raised median is between the two traffic signals.

If directed by the City Council to pursue these traffic improvements, staff will work with DOT representatives and adjacent property owners to determine the actual extent to which a raised median needs to be built south of the new signal. The possibility for modification to the attached conceptual plan is due to site topography issues that may not be able to be overcome and prevent cross-access through the existing sites. There is also the issue of larger delivery vehicles entering these sites and requiring increased turning radii. A raised median on South Duff might impair this movement.

**City staff recently updated Iowa DOT staff on the progress of the project and confirmed two outstanding issues: 1) the City is still eligible to receive the U-STEP funding; and, 2) the Iowa DOT will not approve a new traffic signal without a**

**raised median. It should also be noted that since this item was last before the City Council, Mr. Bundy collected approximately 100 signatures on a petition against both the median and the traffic signal installation.**

#### **OPTIONS:**

1. Direct staff to move forward with the project creating a new signalized intersection between South 5<sup>th</sup> Street and the Squaw Creek Bridge with a raised median. This direction will require staff to:
  - a. Prepare funding agreements for Wal-Mart and Hunziker for one-third of the local match of the project cost.
  - b. Prepare a U-STEP grant to be submitted to the Iowa DOT.
  - c. Solicit for engineering proposals for design.

Under this option, staff will work with property owners along the corridor in an attempt to secure connecting cross access easements behind all of the businesses.

This type of effort would be appropriate, since increasing traffic congestion might ultimately mandate similar improvements in the future which could be even harder to implement after additional properties are redeveloped.

2. Reject the project and maintain access along South Duff Avenue in its current configuration.

#### **STAFF COMMENTS:**

Council should understand that redevelopment continues to occur along South Duff, and challenges with traffic conditions will undoubtedly increase as additional customers go to and come from these new businesses. Although the City does not have a standard for corridor congestion, it is evident that even the existing level of development creates significant challenges for drivers entering and exiting businesses. This also results in a less-than-desirable traffic safety situation.

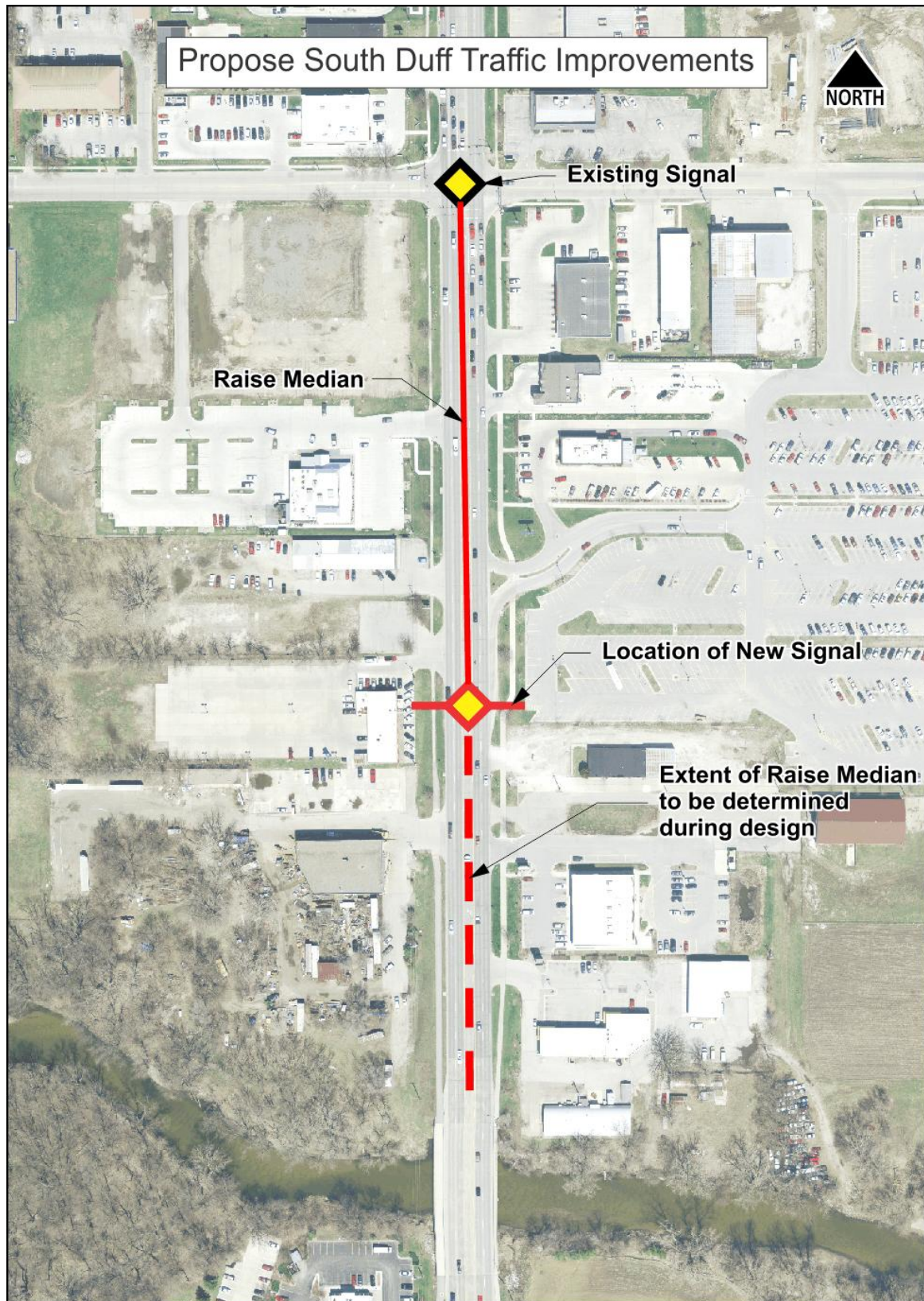
Hunziker is presently moving forward with redevelopment of the former Happy Joe's/Quality Motors site. **The willingness of this developer to incorporate a traffic signal into their site design presents a unique opportunity for Council to address South Duff traffic congestion.** Hunziker and Wal-Mart have expressed a willingness to share the cost of these improvements. Under that scenario, \$175,000 of the cost for installing both a signal and a median would come from an Iowa DOT U-STEP grant, and the remaining cost would be split three ways between the City, Wal-Mart, and Hunziker (\$50,000 each). The City's portion could be funded from the Road Use Tax fund available balance.

**On the other hand, implementing these traffic control and safety measures would significantly change traffic access to individual business sites along the corridor.** It is understandable why those businesses desire to maintain the status quo.

**The basic question before City Council is whether or not to pursue at this time the safety and congestion project described above, or to maintain the status quo in this corridor.**



**Attachment: Conceptual Project Layout**



**COUNCIL ACTION FORM**

**SUBJECT:** SPEED STUDY FOR DUFF AVENUE (6<sup>TH</sup> STREET TO 10<sup>TH</sup> STREET)

**BACKGROUND:**

City Council referred a letter from the Historic Old Town Association (HOTA) requesting that staff conduct a traffic speed study in the residential stretch of Duff Avenue starting north of the 6<sup>th</sup> Street intersection and ending approximately at 10<sup>th</sup> Street. In response, staff from Public Works and Police met with members of the HOTA prior to the data collection to hear the specific concerns of the neighborhood. After the meeting staff placed traffic counters for approximately one week along Duff Avenue in the 600 through 900 blocks. The summary of that data is shown below.

Traffic engineering practice generally uses three main criteria for evaluating the operational speed (“natural speed”) of a roadway versus the posted speed limit. These include (1) the 85<sup>th</sup> Percentile Speed, (2) Pace, and (3) the Prevailing Speed. The 85<sup>th</sup> Percentile Speed is defined as the speed at which 85% of the vehicles are traveling at or below. The Pace is the 10 MPH range of speeds that contain the highest volume of vehicles. The Prevailing Speed is the average of the 85<sup>th</sup> Percentile Speed and the upper limit of Pace. **Currently, this section of Duff Avenue is posted at 30 MPH.**

*Table 1: Speed Data by Block*

Block	85th %-tile Speed		Pace		Prevailing Speed	
	NB	SB	NB	SB	NB	SB
6th - 7th	35 MPH	33 MPH	28-37 MPH	25-34 MPH	36 MPH	33.5 MPH
7th - 8th	36 MPH	35 MPH	29-38 MPH	27-36 MPH	37 MPH	35.5 MPH
8th - 9th	35 MPH	34 MPH	27-36 MPH	26-35 MPH	35.5 MPH	34.5 MPH
9th - 10th	35 MPH	33 MPH	27-36 MPH	25-34 MPH	35.5 MPH	33.5 MPH
<b>Overall</b>	<b>35 MPH</b>	<b>34 MPH</b>	<b>27-36 MPH</b>	<b>26-35 MPH</b>	<b>35.5 MPH</b>	<b>34.5 MPH</b>

Typical speed studies having “well-behaved” traffic data will result in all three of the criteria falling within a 5 MPH range of the posted speed limit. Other important considerations related to the data are the shape of the distribution of the speeds. The more normally distributed the speed data, the less likely traffic is being influenced by something external or next to the roadway. Figure 1 below has been provided only to illustrate that all of the data collected is highly normal in its distribution, and so this study does not need to include additional roadway data for evaluation.

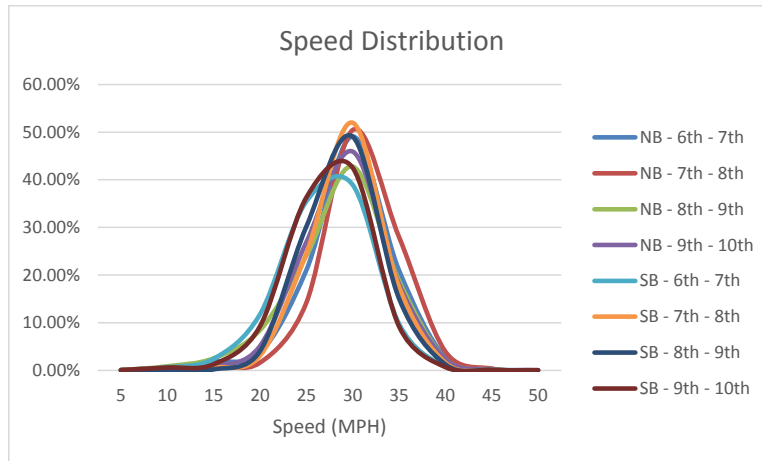


Figure 1: Shape of Speed Distribution by Block & Direction

In recent years, the City Council adopted a policy outlining when traffic calming measures are to be considered on a local residential street. The data collected during a traffic calming study would suggest that if 3% to 5% of the traffic is found to be exceeding the posted speed limit by 10 MPH, a minor or lower-cost traffic calming measure should be considered. Alternately, if more than 5% of the traffic is exceeding the posted speed limit by 10 MPH, more costly physical improvements may be needed to slow traffic.

**It should be emphasized that those traffic calming thresholds apply only to residential roadways federally classified as local roads. All other road classifications do not qualify for traffic calming.** This is because roads classified as collector or arterial streets are intended to move progressively higher volumes of traffic safely and efficiently. Traffic calming measures on these types of roadways could also have a significantly negative effect on emergency services response times. **Within this study area, Duff Avenue is a four-lane roadway classified as an arterial.**

Table 2 shows the data collected broken down into the percent of vehicles that were found traveling within various speed ranges. Vehicles that were exceeding the posted speed limit by 10 MPH are shown in the last row of the table:

Table 2: Percent of Vehicles by Speed Range by Block.

	Northbound				Southbound				Overall
Range	6th - 7th	7th - 8th	8th - 9th	9th - 10th	6th - 7th	7th - 8th	8th - 9th	9th - 10th	
0 to 10 MPH	0.33%	0.40%	0.56%	0.17%	0.27%	0.27%	0.28%	0.28%	0.32%
11 to 20 MPH	2.16%	1.39%	3.37%	1.40%	3.05%	1.10%	0.27%	1.86%	1.82%
21 to 30 MPH	24.61%	15.71%	32.26%	31.93%	47.13%	27.52%	34.09%	45.42%	32.28%
31 to 40 MPH	69.86%	78.14%	61.25%	63.94%	48.67%	69.35%	63.98%	51.68%	63.40%
> 41 MPH	3.04%	4.35%	2.56%	2.56%	0.88%	1.76%	1.38%	0.76%	2.17%

**Even though the City's traffic calming policy does not apply to this section of Duff Avenue as an arterial street, it is still a useful tool for evaluation purposes. As seen above, there are two blocks of Duff Avenue where over 3% of the**

**vehicles are traveling in excess of 10 MPH over the posted speed limit. The data indicates this is occurring in the northbound direction between 6<sup>th</sup> Street and 8<sup>th</sup> Street. Since the overall amount of traffic traveling in excess of 10 MPH over the posted limit in both directions is below 3%, no physical or regulatory changes are being recommended at this time.**

In light of the inappropriateness of utilizing traffic calming along a 4-land arterial, City Council may want to consider two other approaches to addressing neighborhood concerns with traffic speeds. The first option would be to increase speed enforcement in the area through an increased Police presence. Such efforts, however, are not sustainable on a permanent basis, since officer time would be taken from elsewhere in the community. Experience has also shown that, after intense enforcement efforts end, speeds often revert back to levels seen before the enforcement efforts. In this specific area, this would be due to the fact that, as is strongly indicated by the data, the natural speed of this roadway would warrant posting the speed limit at 35 MPH.

A second option available to Council would be for staff to use a speed trailer to see if providing dynamic feedback to motorists helps their awareness and lowers speeds. It should be noted, however, that in some cases the effectiveness of dynamic speed signs diminishes over time as the public becomes accustomed to their presence. If dynamic feedback signs are found to have a significant impact on lowering the higher speeds (40+ MPH), staff could program a permanent installation along the warranted sections of Duff Avenue in a future budget request. The cost for permanent dynamic feedback signs is estimated at \$6,500 per sign, and would thus require \$13,000 of Road Use Tax funds to cover this area of Duff Avenue. Should Council desire to pursue this second option, the City currently has a dynamic speed trailer that could be used temporarily to conduct this evaluation.

### **ALTERNATIVES:**

1. Direct staff to evaluate the effect of dynamic feedback signs on speeds along Duff Avenue within the Historic Old Town Neighborhood.
2. Direct staff to temporarily increase traffic enforcement in this area.
3. Direct staff to maintain the current conditions.

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

This area of Duff Avenue has several challenges that complicate balancing the priorities of moving traffic along an arterial street with functioning as a residential street. Therefore, options are limited when trying to manage traffic operations to align with the desires of the neighborhood with the overall needs of the City's transportation network. By using tools such as dynamic feedback signs, it may be possible to achieve better compliance with the current speed limit without causing negative impacts on through traffic.

Therefore, it is the recommendation of the City Manager that the City Council accept Alternative No. 1, thereby directing staff to evaluate the effect of dynamic feedback signs on speeds along this section of Duff Avenue within the Historic Old Town Neighborhood.

This option will result in staff placing an existing speed trailer between 6<sup>th</sup> and 8<sup>th</sup> Streets as a test for a 1-2 week time period. After the test period is concluded, staff will present Council with a report documenting the effectiveness of the signs. If the signs appear to have a significant effect in reducing speeds, Council can then give direction on budgeting funds to install permanent dynamic feedback signs.



**COUNCIL ACTION FORM**

**SUBJECT:** 6<sup>TH</sup> STREET TRAFFIC ANALYSIS

**BACKGROUND:**

City Council referred a letter from Matthew Mauk concerning “the increase in traffic density” after the 3-lane with bike-lanes conversion that took place on 6<sup>th</sup> Street between Grand Avenue and Hazel Avenue. The three recommendations that Mr. Mauk suggested are: 1) adding east-west traffic control (4-Way Stop) at the intersection of 6<sup>th</sup> Street and Northwestern Avenue, 2) reducing the crossing width of the 6<sup>th</sup> Street and Northwestern Avenue intersection, and 3) lowering the speed limit to 25 MPH from Grand Avenue west to the Squaw Creek Bridge. In response, staff collected speed, volume, and crash data for this section of 6<sup>th</sup> Street.

The following are some important attributes regarding the current condition of section of 6<sup>th</sup> Street:

- The posted speed limit is 30 MPH,
- 6<sup>th</sup> Street is federally classified as a Minor Arterial street, and
- 6<sup>th</sup> Street is designated in Section 26.62 of the *Municipal Code* as being a “Through Street”, which requires 2-way traffic control along the length of the roadway at all connecting streets unless otherwise designated by an engineering study. Currently north-south traffic along Northwestern is stopped at 6<sup>th</sup> Street.

**1) Adding 4-Way Stop Control and Reducing Width at Intersection**

The Manual on Uniform Traffic Control Devices (MUTCD), which is the federal standard used for all traffic control within the state, designates three main criteria to be evaluated to justify the installation of a 4-way stop condition. The following are those criteria from the MUTCD:

- A. Where traffic control signals are justified, the multi-way stop is an interim measure that can be installed quickly to control traffic while arrangements are being made for the installation of the traffic control signal.*
- B. Five or more reported crashes in a 12-month period that are susceptible to correction by a multi-way stop installation. Such crashes include right-turn and left-turn collisions as well as right-angle collisions.*

### C. Minimum volumes:

1. *The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day; and*
2. *The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour; but*
3. *If the 85th-percentile approach speed of the major-street traffic exceeds 40 mph, the minimum vehicular volume warrants are 70 percent of the values provided in Items 1 and 2.*

The evaluation of Criterion A is not relevant for the purposes of this study as stated in the language above. **Criterion A is intended mainly to justifying a 4-Way Stop when used as an interim step while evaluating the need for a traffic signal.**

Criterion B states there must be five or more crashes in a 12-month period that could be potentially mitigated by a 4-way stop condition. Staff utilized the Crash Mapping Analysis Tool (CMAT) provided by the Iowa Department of Transportation to look at the most current data (2004-2014) for this intersection. Over the last 5-years, there have been a total of three reported accidents, one of which resulted in a possible injury (see Figure 1). That accident happened during February with “slushy” road conditions. **Therefore, the thresholds in Criterion B have also not been met.**

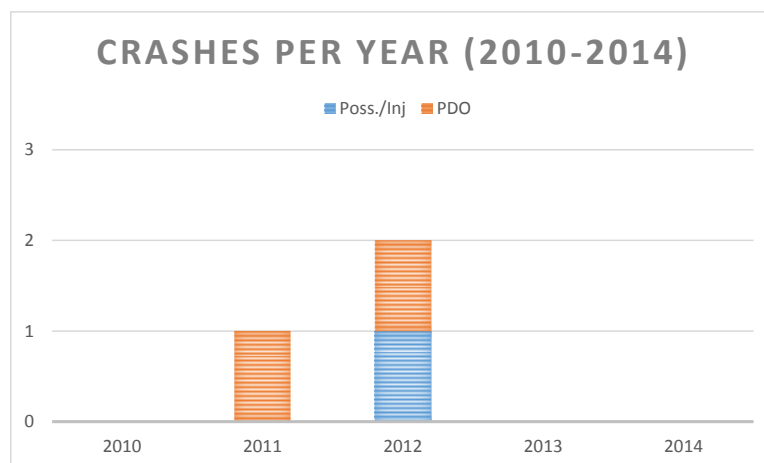


Figure 1: 5-Year Crash History by Severity

Criterion C is an analysis using traffic volume thresholds. It has three sub criteria as follows: (1) major road volumes must be  $\geq 300$  vehicles per hour (VPH) for an eight-hour period while (2) the minor road volumes must be  $\geq 200$  VPH for the same eight-

hour period; and (3) there must also be at least 30 seconds of total delay during the peak-hour. This intersection was found to have approximately 26.3 seconds of delay. **The data showed that neither criteria under C1 or C1 were met. This is been illustrated in Figure 2 below.**

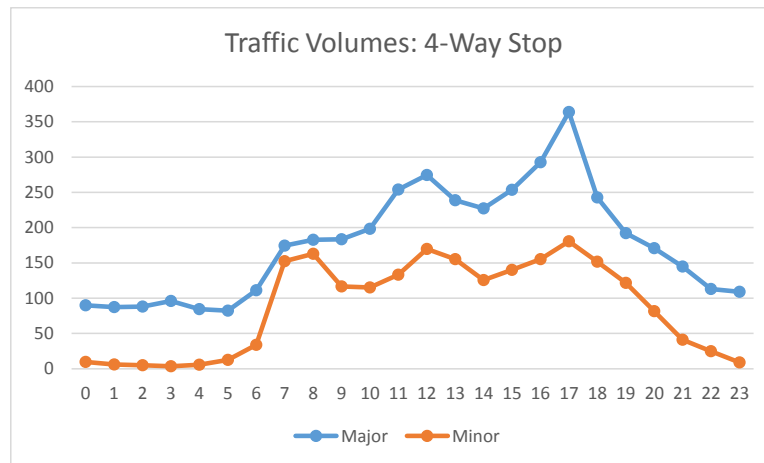


Figure 2: Average Volumes by Hour of the Day

The evaluation allows for a reduced threshold to be used if the 85<sup>th</sup> Percentile Speed along the main road is found to be 40 MPH or greater. The 85<sup>th</sup> Percentile Speed is defined as the speed at which 85% of the vehicles are traveling at or below. The data showed that 6<sup>th</sup> Street has an 85<sup>th</sup> Percentile Speed equaling 33 MPH, which is below the 40 MPH threshold speed. Therefore, the original thresholds under Criteria C1 and C2 stand. Figure 3 below shows the probability (PDF) and cumulative (CDF) distributions of the data.

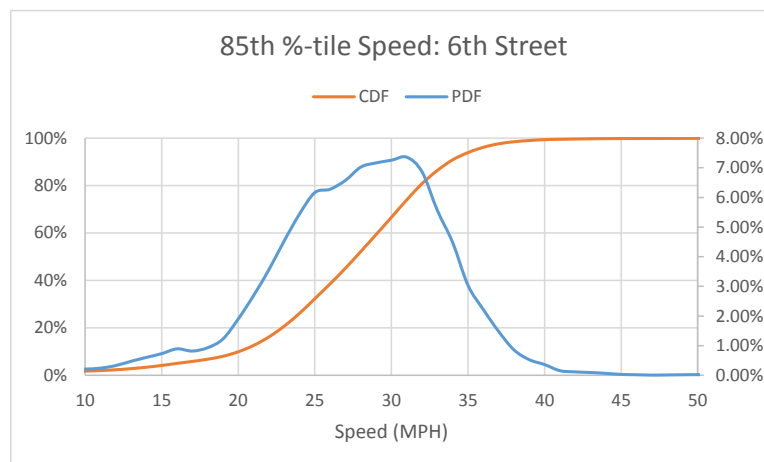


Figure 3: Vehicle Speeds in Percent of Distribution

**In summary, none of the criteria were met for adding 4-way stop control or reducing width at this intersection. The safety and operational analysis all indicate that 6<sup>th</sup> Street is currently operating in an acceptable manner. Therefore, it is recommended that no changes be made at this time.**



## **2) Reducing Speed on 6<sup>th</sup> Street to 25 MPH**

The three main criteria for evaluating the operational speed of a roadway to establish the proper posted speed limit include (1) 85th Percentile Speed, (2) Pace, and (3) the Prevailing Speed. The 85th Percentile Speed is defined as the speed at which 85% of the vehicles are traveling at or below. The Pace is the 10 MPH range of speeds that contain the highest volume of vehicles. The Prevailing Speed is the average of the 85th Percentile Speed and the upper limit of Pace. The data collected along this section of 6<sup>th</sup> Street is summarized in Table 1 below.

*Table 1: Summary of Speed Data along 6th Street*

	85th %-tile		Pace		Prevailing Speed	
	EB	WB	EB	WB	EB	WB
E/W	33.7	34.1	27-36	26-35	34.9	34.6
Overall	33.9		26-35		34.5	

**The overall Prevailing Speed was found to be approximately 34.5 MPH, which indicates that the posted speed limit of 30 MPH is slightly low for the natural flow of traffic along this section of 6<sup>th</sup> Street. However, because it is still +/- 5 MPH from the posted limit, the current limit would be considered appropriate. Therefore, it is recommended that 6<sup>th</sup> Street remain as a 30 MPH roadway.**

This area of 6<sup>th</sup> Street is one of the few arterial corridors in Ames that has successfully been able to fully incorporate multi-modal design allowing for the integration of walking, biking, transit, and motor vehicles. This is due to the many factors that have come together making this roadway highly appropriate for multi-modal design. One of these is that the majority of this section of 6<sup>th</sup> Street has a continuous and uninterrupted flow of on-street bicycle facilities. Because of this, it is important to not install traffic control where it is not warranted.

### **ALTERNATIVES:**

1. Direct staff to maintain the current conditions along 6<sup>th</sup> Street and at the 6<sup>th</sup> Street and Northwestern Avenue intersection.
2. Direct staff to explore or implement other alternatives, such as establishing a 4-way stop at the intersection of 6<sup>th</sup> Street and Northwestern.

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

6<sup>th</sup> Street has been identified as one of the main east-west connections from east Ames going west to Iowa State University. This is true for all modes of travel, and therefore is important that this roadway continue to operate in a safe, efficient, and continuous manner to support the goal of 6<sup>th</sup> Street serving as a multimodal corridor. The data

collected during this study reinforces that goal. Staff will continue to monitor this area for any decrease in safety or operations.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby directing staff to maintain the current conditions along 6<sup>th</sup> Street and at the 6<sup>th</sup> Street and Northwestern Avenue intersection.

**COUNCIL ACTION FORM**

**SUBJECT: CYRIDE CONTRACT RENEWAL WITH HIRTA FOR DIAL-A-RIDE SERVICE**

**BACKGROUND:**

In May 2012, CyRide, as an agency of the City of Ames, entered into a three-year contract with annual renewals for the Heart of Iowa Regional Transit Association (HIRTA) to provide Dial-A-Ride (DAR) service as required by the Americans With Disabilities Act (ADA). **The 2014/15 budget year represents the third and last year of this contract, which expires on June 30, 2015.**

This contract requires mutual agreement by both HIRTA and CyRide in renewing each year of the contract. HIRTA has indicated an interest in continuing to provide DAR service at the 2014-2015 prices listed in the table below. This table also includes a comparison to current year rates.

**HIRTA Contract Rate for DAR Service**

<b>Rate Category</b>	<b>2013-2014 Budget Rate</b>	<b>2014-2015 Budget Rate</b>	<b>% Change</b>
<b>Weekday Trips</b>	\$12.55 per trip	\$13.04 per trip	3.9%
<b>Weeknight Trips</b>	\$42.15 per hour	\$43.87 per hour	4.0%
<b>Weekend Trips</b>	\$42.15 per hour	\$43.87 per hour	4.0%

The above increases are within industry standards for transit operating contracts and the cost per hour and trip is lower than CyRide's cost to provide DAR service.

CyRide's estimated annual operating and capital cost would be approximately \$600,000 per year due to higher wage rates and vehicles expenses (currently DAR service uses HIRTA funded buses and HIRTA funds all maintenance expenses). The initial cost would be even higher due to the need to purchase four buses to begin operating DAR service. This first year cost is estimated at approximately \$1 million. **In comparison, the actual FY13 contract amount paid to HIRTA was \$133,908 and the FY14 estimated amount is \$160,000 as a result of increased DAR ridership and contract rate increases.** Additionally, HIRTA rates have increased at this same percentage each year of the contract.

At the April 23<sup>rd</sup> Transit Board of Trustees meeting, CyRide staff shared the results of the DAR customer satisfaction survey, public meeting discussions, and improvements that have been made in the program over the past year. **One common area of concern raised through this public input process was the issue of not being contacted**

**when HIRTA moves a customer's pickup time less than 10 minutes. In response, the Transit Board requested and HIRTA agreed to a contract amendment requiring HIRTA to call a customer any time their pickup time is modified.**

The Transit Board of Trustees again discussed this annual contract renewal at their May 21<sup>st</sup> meeting. After a lengthy discussion, the Board approved the renewal with direction that CyRide's staff discuss a possible alternative or incentive payment method with HIRTA for consideration in a future contract for this service. This alternative payment method would be based upon meeting a set of agreed-upon performance criteria.

**ALTERNATIVES:**

1. Approve a contract renewal with Heart of Iowa Regional Transit Association for the 2014/15 budget year at approximately a 4% increase in rates.
2. Do not enter into a contract extension for Dial-A-Ride service and begin directly operating service on July 1, 2014.

**MANAGER'S RECOMMENDED ACTION:**

Operation of DAR service by HIRTA provides the most economical delivery of door-to-door bus service within the community by combining DAR and HIRTA program services as opposed to separate, at times duplicative bus services. Additionally, for CyRide to begin operating this service, CyRide would need to purchase buses, hire and train staff/drivers, and establish processes and policies for operating DAR service, making it virtually impossible to implement a full program change within the next twenty-day period. However, conversations regarding possible improvements to the DAR service will be initiated by the CyRide staff over the next six to nine month period as directed by the Transit Board of Trustees.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby entering into a contract renewal with HIRTA to provide the last year of a three-year contract for DAR service.

**COUNCIL ACTION FORM**

**SUBJECT:**    **2014/15 SHARED USE PATH MAINTENANCE (S. 4<sup>TH</sup> STREET)**

**BACKGROUND:**

The City's shared use path transportation system has continued to expand throughout the community. These shared use paths have typically been constructed with five inches of asphalt or concrete pavement. Structural failure, drainage problems, and vegetation infringement create a need to periodically improve these pavements. This annual program provides funding to address these needs.

This specific project involves reconstruction of the shared use path on S. 4<sup>th</sup> Street from the Squaw Creek Bridge east to Oak Avenue. This section was prioritized after a survey of shared use path pavement conditions. That survey will also be used to identify future projects for shared use path improvements. The S. 4<sup>th</sup> Street project will also be coordinated with an Electric Services project to install street lighting conduit from the Squaw Creek Bridge to east Hazel Avenue. That work is needed due to the fact that the direct buried electric line underneath the existing path needs replacement.

On June 4, 2014, bids on this project were received as follows:

Engineers Estimate	\$107,500.00
A&D Contracting LLC	\$100,753.00
Manatt's, Inc.	\$105,785.00

Engineering and construction administration costs are estimated at \$16,000, bringing total estimated project costs to \$116,753. Funding for this project is as follows:

<b>2014/15 Shared Use Path Maintenance</b>	<b>\$ 50,000</b>
<b>Shared Use Path Maint. – Project Carryover</b>	<b>\$ 85,477</b>
<b>2013/14 Sidewalk Safety Funds</b>	<b><u>\$ 27,320</u></b>
	<b>\$162,797</b>

**ALTERNATIVES:**

- 1a.    Accept the report of bids for the 2014/15 Shared Use Path Maintenance Project (S. 4th Street).
- b.    Approve the final plans and specifications for the 2014/15 Shared Use Path Maintenance Project (S. 4th Street).
- c.    Award the 2014/15 Shared Use Path Maintenance Project (S. 4th Street) to A&D Contracting LLC of Sioux City, Iowa, in the amount of \$100,753.

2. Do not proceed with the project at this time.

**MANAGER'S RECOMMENDED ACTION:**

This project will replace the deteriorated section of trail along S. 4th Street and will provide a new, safe and aesthetically appealing trail for pedestrians and bicyclists in that area. The timing of construction will allow this work to be completed before the start of the Iowa State University football season.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby accepting the report of bids, approving the final plans and specifications, and awarding the 2014/15 Shared Use Path Maintenance Project (S. 4th Street) to A&D Contracting LLC of Sioux City, Iowa, in the amount of \$100,753.