

COUNCIL ACTION FORM

SUBJECT: APPROVAL OF CONTRACT WITH MAIN STREET CULTURAL DISTRICT FOR DOWNTOWN HOLIDAY LIGHTS

BACKGROUND:

During the February budget hearings, the City Council allocated \$20,000 in Local Option Sales Tax funds for the Main Street Cultural District (MSCD) to use in FY 2015/16 towards the installation of the downtown holiday lighting. City staff developed an agreement authorizing the use of that funding, which MSCD has signed and returned for the City Council's approval.

The City Council should note that this agreement does not obligate the City to provide the electricity for the lighting into the future. The six existing electric accounts that meter the electricity for the current installation are in the City's name. With the present lighting installation, MSCD historically would approach the City prior to the holiday season to request a waiver of the fees for the lighting. The City has always obliged and provided free electricity. However, the new installation is intended to be in use year-round.

City staff has requested that if it is MSCD's intent that the City pay for year-round lighting costs, that it: 1) Provide information as to the estimated electric consumption of the new lighting system, and 2) make a separate request of the City Council with a proposal to that effect. Alternatives for whether and how to provide electricity could then be considered by the City Council.

The scope of services for the proposed agreement reads as follows:

The Provider shall procure and install decorative LED lighting along the rooflines of buildings along both sides of Main Street in Ames. The project shall extend in accordance with the project scope outlined by Channelbrite Lighting Company quote form dated August 7, 2015, which is attached as an exhibit to this Agreement (Exhibit A), and describes an installation on the south side of Main Street from Liberty Tax Service to Chic Beauty Salon, Edward Jones to Husqvarna, Cup Café to Main Street Magic, and Bar La Tosca to Wells Fargo, and along the north side of Main Street from Star Studio to Nova Scan, Kitchen Bath to the Loft, Younique to Everts, and US Bank to KASI Radio.

The lights shall be used for holiday and special event decoration, as well as for other decorative purposes as the Provider sees fit. The Provider shall be responsible for any electricity costs, maintenance, repairs, or replacement of the lighting. The Provider shall secure permission of the property owners upon whose properties the lighting will be installed, and shall be responsible for ensuring the installation complies with all applicable codes and requirements.

ALTERNATIVES:

1. Approve an agreement with Main Street Cultural District in the amount of \$20,000 for downtown holiday lighting.
2. Modify the authorized amount or scope of services
3. Do not approve this agreement.

MANAGER'S RECOMMENDED ACTION:

Funding for this activity was included in the City's adopted FY 2016/17 Budget. This scope of services has been developed in cooperation with MSCD to ensure that the City's funding is used for the benefit of the public. **MSCD has been informed that a further request must be made if it is its intent for the City to provide electricity for the installation on an ongoing basis in the future.**

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving an agreement with Main Street Cultural District in the amount of \$20,000 for downtown holiday lighting.