

AGENDA
MEETING OF THE AMES AREA METROPOLITAN PLANNING ORGANIZATION
TRANSPORTATION POLICY COMMITTEE AND
REGULAR MEETING OF THE AMES CITY COUNCIL
COUNCIL CHAMBERS - CITY HALL - 515 CLARK AVENUE
JUNE 14, 2016

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

AMES AREA METROPOLITAN PLANNING ORGANIZATION (AAMPO)
TRANSPORTATION POLICY COMMITTEE MEETING

CALL TO ORDER: 6:00 p.m.

1. Hearing on Amendment to FY 2016-2019 Transportation Improvement Program (TIP):
 - a. Motion approving Amendment
 - b. Motion approving FY 2016-2019 TIP
2. 2017-2020 TIP:
 - a. Motion approving Draft 2017-2020 TIP
 - b. Motion setting date of public hearing for July 12, 2016

POLICY COMMITTEE COMMENTS:

ADJOURNMENT:

REGULAR CITY COUNCIL MEETING*

*The Regular City Council Meeting will immediately follow the meeting of the Ames Area Metropolitan Planning Organization Transportation Policy Committee.

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 24, 2016; Special Meeting of May 24, 2016; and Special Meeting of May 31, 2016
3. Motion approving certification of Civil Service applicants
4. Motion approving Report of Contract Change Orders for May 16-31, 2016
5. Motion approving new Class C Liquor License & Catering Privilege for The Sports Page Bar & Grill, 3720 Lincoln Way (pending Food License inspection)

6. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class A Liquor & Outdoor Service – Green Hills Residents’ Association, 2200 Hamilton Drive, #100
 - b. Class E Liquor, C Beer, and B Wine – AJ’s Liquor, 4518 Mortensen Road, #109
 - c. Class E Liquor, C Beer, & B Wine – Kum & Go #200, 4510 Mortensen Road
 - d. Class E Liquor, C Beer, & B Wine – Kum & Go #214, 111 Duff Avenue
 - e. Class E Liquor, C Beer, & B Wine – Kum & Go #215, 4506 Lincoln Way
 - f. Class E Liquor, C Beer, & B Wine – Kum & Go #216, 203 Welch Avenue
 - g. Class E Liquor – MMDG Spirits, 126A Welch Avenue
 - h. Class C Liquor – Texas Roadhouse, 519 South Duff Avenue
 - i. Special Class C Liquor – Hickory Park, 1404 South Duff Avenue
 - j. Class C Liquor - McFllys, 115 5th Street
 - k. Class C Liquor – Red Lobster #747, 1100 Buckeye Avenue
7. Motion approving Ownership Change of Class C Liquor License & Catering Privilege for Texas Roadhouse, 519 South Duff Avenue
8. Motion approving expanded Outdoor Service Privilege for The Mucky Duck Pub for June 17 and 18, 2016; 3100 South Duff Avenue
9. Motion approving request for Fireworks Permit for display from ISU Lot G3 at 9:00 p.m. on Friday, July 15, 2016, for Iowa Games
10. Motion approving request from Young Professionals of Ames for Fireworks Permit for display from ISU Lot G7 at 10:00 p.m. on July 3, 2016, with rain date of July 5, 2016, at 10:00 p.m. for 4th of July
11. Motion rejecting all bids for 15kV KCMIL Copper Cable and directing staff to rebid
12. Resolution adopting New and Revised Fees for FY 2016/17
13. Resolution approving 2016/17 Pay Plan
14. Resolution approving Ames Human Relations Commission Annual Report
15. Resolution approving appointment of Council Member Amber Corrieri to Ames Economic Development Commission Board of Directors
16. Resolution approving appointment of Joanne Marshall to fill vacancy on Library Board of Trustees
17. Resolution approving Excess Workers Compensation Insurance brokered by Holmes Murphy & Associates for coverage by Midwest Employers Casualty Company with the same coverage types and limits at a renewal premium of \$99,599
18. Resolution approving renewal of membership in Iowa Community Assurances Pool (ICAP) at net cost of \$510,178.30
19. Resolution approving Certificate of Consistency with the City’s 2014-18 CDBG Consolidated Plan on behalf of Youth and Shelter Services
20. Resolution approving Certification of Local Government Approval on behalf of ACCESS and Youth and Shelter Services
21. Resolution approving FY 2016/17 - FY 2020/21 Iowa Department of Transportation (IDOT) Agreement for Maintenance and Repair of Primary Roads in Municipalities
22. Resolution approving Professional Services Agreement for design, bid, and construction phase for North River Valley Low-Head Dam with RiverRestoration.org of Carbondale, Colorado, in an amount not to exceed \$102,499
23. Resolution authorizing filling Mental Health Coordinator position through Preference by Service
24. Resolution awarding contract for Furnishing 600 AMP padmounted deadfront switchgear for Electric Services to Irby Utilities of Eagan, Minnesota, in the amount of \$88,788.60

25. Resolution awarding contract for Electrical Maintenance Services for Power Plant to Tri-City Electric Company of Davenport, Iowa, in an amount not to exceed \$97,000
26. Boiler Tube Spray Coating and Related Services and Supplies for Power Plant:
 - a. Resolution approving renewal of contract with Integrated Global Services, Inc., of Richmond, Virginia, in an amount not to exceed \$225,000
 - b. Resolution approving contract and bond
27. Resolution approving renewal of contract for purchase of Electric Distribution Utility Poles for Electric Services with Baldwin Pole & Piling, Inc., of Des Moines, Iowa, in accordance with unit prices bid
28. Resolution approving contract and bond for 2015/16 Downtown Street Pavement Improvements (Clark Avenue - Lincoln Way to Main Street)
29. Resolution approving contract and bond for 2016 Flood Prone Manhole Rehabilitation (2014/15 Sanitary Sewer Rehabilitation #2)
30. Resolution approving contract and bond for 2015/16 Traffic Signal Program (University Boulevard & U.S. Highway 30 West-Bound Off-Ramp)
31. Resolution approving Change Order No. 2 with Geo-Synthetics, LLC, of Waukesha, Wisconsin, for purchase of additional Geotube Bags for Power Plant Ash Pond in the amount of \$113,595
32. Resolution approving Change Order No. 1 to Yokogawa Corp of America (Power Specialties) of Raytown, Missouri, for purchase of two additional O2 Probes for Power Plant in the amount of \$30,297.82
33. Resolution approving Change Order No. 8 with Knutson Construction of Minneapolis, Minnesota, for New Water Plant Contract 2 in the amount of \$19,341
34. Resolution approving Change Order No. 3 with Northway Well and Pump Company of Marion, Iowa, for Water Treatment Plant Well Rehabilitation Project in the amount of \$38,256 for repairs to Well No. 17
35. Dotson Drive Subdivision:
 - a. Resolution accepting partial completion of public improvements
 - b. Resolution approving Major Final Plat
36. Sunset Ridge Subdivision, 7th Addition:
 - a. Resolution accepting partial completion of public improvements
 - b. Resolution approving Major Final Plat
37. Resolution accepting partial completion of public improvements and reducing security held for South Fork Subdivision, 8th Addition
38. Resolution accepting completion of public utilities, curb and gutter, and base asphalt paving and releasing security held for Somerset Subdivision, 25th Addition

ADMINISTRATION:

39. ASSET:
 - a. Resolution approving amended 28E Agreement for ASSET Administrative Services
 - b. Resolution approving revisions to ASSET Policies and Procedures
 - c. Resolution approving City of Ames ASSET Priorities for FY 2017/18
40. Resolution approving street closure at 318 Welch Avenue for fire service installation

ELECTRIC SERVICES:

41. Request from Ames Progressive Alliance for City to participate in Department of Energy SolSmart Program

PLANNING & HOUSING:

42. Resolution approving Preliminary Plat for 5752 George Washington Carver Avenue (The Irons), with stipulations
43. Resolution approving Preliminary Plat for 3535 South 530th Avenue, with stipulations
44. Resolution approving Revised Preliminary Plat for Hayden's Crossing Conservation Subdivision (5400, 5440, and 5442 Grant Avenue)
45. Planning and Housing Department Work Plan
46. Staff Report on Zoning Text Amendment for Transitional Housing Use in Residential Zoning District:
47. Follow-Up Staff Report on the redevelopment of 2700 Block of Lincoln Way

HEARINGS:

48. Hearing on Maintenance Facility Roof Replacement, Phases 2 & 3:
 - a. Resolution approving final plans and specifications and awarding contract to Reliable Roofing of Des Moines, Iowa, in the amount of \$206,850
49. Hearing on Ames/ISU Ice Arena LED Lighting Replacement:
 - a. Resolution approving final plans and specifications and awarding contract to Van Maanen, Inc., of Newton, Iowa, in the amount of \$44,846
 - b. Resolution authorizing reallocation of \$19,006 from Ice Arena Flooring project to Ice Arena Lighting project
50. Hearing on zoning text amendment to Residential Low-Density Park Zone minimum building setback at exterior boundary line (Continued from May 10, 2016):
 - a. First passage of ordinance

ORDINANCES:

51. Second passage of ordinance revising portions of Chapter 28 and Appendix Q pertaining to the Fats, Oils, and Grease Control Program
52. Third passage and adoption of ORDINANCE NO. 4261 adjusting Storm Water Rates
53. Third passage and adoption of ORDINANCE NO. 4262 revising *Municipal Code* Section 28.102 regarding Energy Cost Adjustment (ECA)

HUMAN RESOURCES:

54. Motion to hold Closed Session as provided by Section 20.17(3), *Code of Iowa*, to discuss collective bargaining:
 - a. Resolution ratifying contract with PPME Police Unit

ADJOURNMENT:

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

**AMES AREA METROPOLITAN PLANNING ORGANIZATION
 TRANSPORTATION POLICY COMMITTEE ACTION FORM**

SUBJECT: AMENDMENT TO FY 2016-2019 TRANSPORTATION IMPROVEMENT PROGRAM

BACKGROUND:

The Fiscal Year 2016-2019 Transportation Improvement Program (TIP) was adopted by the Transportation Policy Committee on July 14, 2015. The approved TIP is currently being incorporated into the State Transportation Improvement Program (STIP) to make the projects eligible to receive Federal funds.

The amendment to the Fiscal Year (FY) 2016 - 2019 Transportation Improvement Program involves changing the funding amount and timing for the Interstate 35: US 30 Interchange project. Currently the project includes \$10,471,000 of Federal Funds with a total project cost of \$16,404,000. The project is proposed to shift to FY 2016 with \$22,890,000 of Federal funds and a total project cost of \$30,103,000. **This project is under the jurisdiction of the Iowa DOT and doesn't involve any local funds.**

This amendment was recommended for approval by the Ames Area MPO Technical Committee and **the draft amendment was approved by the Policy Committee on May 24, 2016.** The process for an amendment to the TIP requires an opportunity for public review and comment. **A public input session was held on June 3, 2016 and no comments were received during the public comment period.**

Current FY 2016 – 2019 TIP Listing

TPMS Sponsor Appr. Status	Project # Location Funding Program	Length FHWA# S.T.R.		Pgm'd Amounts in 1000's				Total	STIP#
				FY16	FY17	FY18	FY19		
NHPP - National Highway Performance Program									
Story - 85									
22016 [NBIS: 49210] DOT-D01-MPO22 FHWA Approved	IM-350-13-85 I35: US 30 INTERCHANGE IN AMES Pave,Bridge New,Grading	0.503 49210 --	Project Total Federal Aid Regional FA	100 0 0	11,634 10,471 0	4,358 0 0	312 0 0	16,404 10,471 0	TA --

Proposed FY 2016 - 2019 TIP Listing

TPMS Sponsor Appr. Status	Project # Location Funding Program	Length FHWA# S.T.R.		Pgm'd Amounts in 1000's				Total	STIP#
				FY16	FY17	FY18	FY19		
NHPP - National Highway Performance Program									
Story - 85									
22016 [NBIS: 49210] DOT-D01-MPO22 Submitted	IM-350-13-85 I35: US 30 INTERCHANGE IN AMES Pave,Bridge New,Grading	0.503 49210 --	Project Total Federal Aid Regional FA	25,433 22,890 0	0 0 0	4,358 0 0	312 0 0	30,103 22,890 0	AG --
SYSTEM NOTE: CANDIDATE FOR ADVANCED CONSTRUCTION									

ALTERNATIVES:

1. Approve the Amended FY 2016-19 TIP to modify project #22016.
2. Approve the Amended FY 2016-19 TIP with additional modifications.

ADMINISTRATOR'S RECOMMENDATION:

The Ames Area MPO Technical Committee has unanimously recommended approve of the Amended FY 2016 – 2019 Transportation Improvement Program.

Therefore, it is the recommendation of the Administrator that the Transportation Policy Committee adopt Alternative No. 1, as noted above.

**AMES AREA METROPOLITAN PLANNING ORGANIZATION
TRANSPORTATION TECHNICAL COMMITTEE**

**SUBJECT: DRAFT FY 2017 - 2020 TRANSPORTATION IMPROVEMENT
PROGRAM**

BACKGROUND:

In order to receive funds for transportation improvement projects, it is necessary for the projects to be part of the approved statewide plan. The initial step in this process is for the Ames Area MPO to develop a draft Transportation Improvement Plan (TIP). The attached draft plan provides for projects for street improvements, CyRide improvements, and trail projects.

In January, 2016, the Ames Area MPO distributed applications for new funding for both STP and TAP projects. Three applications were received. These projects have been incorporated into the Draft FY 2017 – 2020 Transportation Improvement Program. The Transportation Technical Committee reviewed the draft on May 17, 2016. The final FY 2017 – 2020 Transportation Improvement Program is due to the Iowa Department of Transportation by July 15, 2016.

Program	Project Sponsor	Project Name	Federal Fund Request	Total Project Cost
STP	City of Ames	North Dakota Ave. (Ontario St. to UPRR)	\$680,000	\$1,000,000
STP	CyRide	Vehicle Replacement	\$225,000	\$528,686
STP	City of Ames	13 th St. (UPRR to Harding Ave.)	\$1,060,000	\$1,480,000
STP	City of Ames	Grand Ave Extension	*\$2,300,000	\$17,450,000

*Grand Ave. Extension already awarded \$2,000,000 STP funds in previous years. Request this year is for additional \$2,300,000 for a total \$4.3 Million.

Total New STP Requests: \$3,205,000

Total New TAP Requests: \$0

ALTERNATIVES:

1. Approve the Draft FY 2017–2020 Transportation Improvement Program and set July 12, 2016, as the date for the public hearing.
2. Direct modifications to the Draft FY 2017–2020 Transportation Improvement Program and set July 12, 2016, as the date for the public hearing.

ADMINISTRATOR’S RECOMMENDATION:

It is the recommendation of the Administrator that the Transportation Policy Committee adopt Alternative No. 1, as noted above.



DRAFT

FY 2017 -
2020

**Transportation
Improvement Program**

The Ames Area MPO prepared this report with funding from the U.S. Department of Transportation's Federal Highway Administration and Federal Transit Administration, and in part through local matching funds of the Ames Area MPO member governments. These contents are the responsibility of the Ames Area MPO. The U.S. government and its agencies assume no liability for the contents of this report or for the use of its contents. The Ames Area MPO approved this document on **July 22, 2016**. Please call (515) 239-5160 to obtain permission to use.

Ames Area
metropolitan planning organization

Contents

Federal Highway Administration Section 3

 Project Selection 3

 Introduction 3

 Surface Transportation Program (STP) 3

 Transportation Alternative Projects (TAP) 3

FY 2016 Project Status Report 4

Fiscal Constraint..... 5

 Financial Constraint Summary Tables..... 5

Network Operations and Maintenance..... 7

Public Participation Process 7

Title VI Compliance 7

Self Certification 7

Revising the TIP 8

 Amendment 8

 Administrative Modifications..... 8

Federal Transit Administration Section..... 9

 FY 2017 TIP FTA Project Justification 9

Appendix A: FFY 2017 – 2020 TPMS Printouts

Appendix B: Ames Area MPO Self Certification

Appendix C: Transportation Policy Committee Meeting Minutes

Federal Highway Administration Section

Project Selection

Introduction

The Ames Area Metropolitan Planning Organization (AAMPO) uses a project selection criteria system as a means of prioritizing submitted projects. All projects submitted to the AAMPO for inclusion in the Transportation Improvement Program (TIP) are reviewed by staff and the Transportation Technical Committee (TTC) and Transportation Policy Committee (TPC). Projects are programmed in the TIP by approval of the TPC based on the recommendation of the TTC and staff.

Surface Transportation Program (STP)

Factors identified in the Long Range Transportation Plan (LRTP) are used as tools to help determine those projects selected and their respective priority. In addition to the LRTP tools, highway capacity improvement projects are selected using Level of Service criteria; rehabilitation and reconstruction projects are selected based upon pavement condition index and field review. A STP application form shall be submitted along with all STP projects to be considered to receive federal-aid funding. This form can be requested from the Ames Area MPO staff or downloaded from the Ames Area MPO website at www.aampo.org.

Transportation Alternative Projects (TAP)

Transportation Alternative Projects consists mainly of greenbelt trails that have been identified during the public involvement process for the Long Range Transportation Plan update. Trail segments shown in the plan are sized proportionately based upon estimated construction costs.

A TAP application form shall be submitted along with all TAP projects to be considered to receive federal-aid funding. Submitted projects are then ranked with the following criterion:

- connectivity with existing facilities,
- cost in relation to public benefit,
- enhancement to existing transportation system, and
- identified in the long range transportation plan.

The ranked list is then discussed and may be revised during the TIP development process. This form can be requested from the Ames Area MPO staff or downloaded from the Ames Area MPO website at www.aampo.org.

Other

Bridge projects consist of necessary repairs recommended by the biennial Iowa Department of Transportation (IDOT) bridge inspections. The IDOT requires these inspections for bridges within the local jurisdictions of the Ames Area MPO. A Candidate List is created by the IDOT Office of Systems Planning based on priority points ranking. Local agencies and the Ames Area MPO work with the IDOT on programming necessary bridge projects based on priority and available funding.

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

All projects are consistent with the approved Ames Mobility 2040 Long Range Transportation Plan.

FY 2016 Project Status Report

TPMS #	Project Number	Location	Type of Work	Status	Total Project Cost	Total Federal Aid	Sponsor
32738	STP-U-0155(691)--70-85	In the City of Ames, On 13th ST, from FurmanAquatic Center east .29 Miles to Union PacificRailroad,	Pavement Rehab	Authorized, 2016 Construction	\$ 1,460,000	\$ 1,060,000	City of Ames
1948	STP-E-0155(S DUFF)--8V-85	In the City of Ames, S DUFF AVE: From Squaw Creek to South 5th Street	Ped/Bike Grade & Pave	FHWA Approved - Project Delayed; Roll Over Funding	\$ 100,000	\$ 70,000	City of Ames
19248	STP-U-0155()-70-85	24TH ST AND BLOOMINGTON RD: 24th St. (UPRR tracks to Northwestern Ave.) and Bloomington Rd. (Eisenhower Ave. to west 500 ft.)	Pavement Rehab	Authorized, Construction Complete	\$ 1,832,000	\$ 1,292,000	City of Ames
22052	BRFN-030()-39-85	US30: US 69/BIKE PATH IN AMES (EB)	Bridge Deck Overlay	June 2015 Letting	\$ 456,000	\$ -	IDOT Dist. 1
14982	STP-E-0155(682)--8V-85	In the City of Ames, Skunk River Trail: From East Lincoln Way to S. River Valley Park	Ped/Bike Grade & Pave	Authorized, Under Construction	\$ 790,000	\$ 360,000	City of Ames
15628	STP-E-C085(100)--8V-85	Gilbert to Ames Trail: Trail connection from Gilbert, Iowa to Ames, Iowa	Ped/Bike ROW	FHWA Approved - Roll over Funding	\$ 983,000	\$ 62,000	Story CCB
32331	IHSIPX-035()-08-85	On I-35, from US30 to County Road E15	Guardrail	Authorized	\$ 2,769,000	\$ 2,492,000	IDOT Dist. 1
30892	IMN-035-5(107)--0E-85	On I-35, from 13th Street interchange in Ames to County Road D65 Interchange at Randall (Various Locations)	Pavement Rehab	January 2015 Letting	\$ 1,500,000	\$ -	IDOT Dist. 1
22016	IM--35()-13-85	I35: US 30 Interchange in Ames	Pave, New Bridge, Grading	Authorized, 2016 Construction	\$ 30,103,000	\$22,890,000	IDOT Dist. 1
29713	BRM-0155(685)--8N-85	In the City of Ames, On 6th Street, Over Squaw Creek	Bridge Replacement	Authorized, Under Construction	\$ 2,425,000	\$ 1,000,000	City of Ames
16103	RGPL-PA22(RTP)--ST-85	Ames MPO Planning: STP Funds for Transportation Planning	Trans Planning	Authorized - October 2015 completion	\$ 305,000	\$ 320,000	AAMPO

Fiscal Constraint

The Ames Area MPO FY 2017 programming targets are \$1,607,098 for STP, \$89,722 for TAP, and \$69,131 for TAP Flex. The project costs shown in the TIP are in year of expenditure dollars. This is accomplished by developing an estimate of costs in the current bidding environment and then applying an inflation factor of 4% per year. The Ames City Council has programmed these projects in the City of Ames 2016-2021 Capital Improvement Program for the local funding allocation. These funds are generated from the City of Ames annual Road Use Tax Fund (RUTF) distribution, Local Option Sales Tax, and General Obligation (GO) Bonds. The transit program does not have targets, and thus the requests involve significant costs in the anticipation of maximizing the amounts received.

Financial Constraint Summary Tables

Federal Aid Program	2017		2018		2019		2020	
	Total Cost	Federal Aid	Total Cost	Federal Aid	Total Cost	Federal Aid	Total Cost	Federal Aid
Surface Transportation Program (STP)	\$4,422,000	\$1,292,000	\$9,205,000	\$3,060,000	\$8,225,000	\$2,700,000	\$1,529,000	\$905,000
Highway Bridge Replacement (STP-HBP)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Transportation Alternatives Program (TAP)	\$1,409,000	\$560,000	\$521,000	\$160,000	\$0	\$0	\$448,000	\$140,000
National Highway Performance Program (NHPP)	\$0	\$0	\$3,609,000	\$3,249,000	\$0	\$0	\$0	\$0
Primary Road Funds (PRF)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

	2017	2018	2019	2020
Unobligated Balance (Carryover)	\$4,695,847	\$5,080,076	\$3,696,176	\$2,672,276
Region STP Target	\$1,607,098	\$1,607,100	\$1,607,100	\$1,607,100
Region TAP Flex Target	\$69,131	\$69,000	\$69,000	\$69,000
Subtotal	\$6,372,076	\$6,756,176	\$5,372,276	\$4,348,376
Programmed STP Funds	\$1,292,000	\$3,060,000	\$2,700,000	\$905,000
Balance	\$5,080,076	\$3,696,176	\$2,672,276	\$3,443,376

	2017	2018	2019	2020
Unobligated Balance (Carryover)	\$609,427	\$139,149	\$69,149	\$159,149
Region TAP Target	\$89,722	\$90,000	\$90,000	\$90,000
TAP Flex Target	\$0	\$0	\$0	\$0
Subtotal	\$699,149	\$229,149	\$159,149	\$249,149
Programmed TAP Funds	\$560,000	\$160,000	\$0	\$140,000
Balance	\$139,149	\$69,149	\$159,149	\$109,149

Table 4						
Forecasted Operations and Maintenance (O&M) Costs on the Federal-Aid System Table						
Source: 2015 City Street Finance Report						
	2015	2016	2017	2018	2019	2020
City of Ames Total Operations	\$466,506	\$485,166	\$504,573	\$524,756	\$545,746	\$567,576
City of Ames Total Maintenance	\$1,074,882	\$1,117,877	\$1,162,592	\$1,209,096	\$1,257,460	\$1,307,758
City of Gilbert Total Operations	\$1,507	\$1,567	\$1,630	\$1,695	\$1,763	\$1,833
City of Gilbert Total Maintenance	\$11,400	\$11,856	\$12,330	\$12,823	\$13,336	\$13,870
Total O&M	\$1,554,295	\$1,616,467	\$1,681,125	\$1,748,370	\$1,818,305	\$1,891,038

Table 5						
Forecasted Non-Federal Aid Revenue Table						
Source: 2015 City Street Finance Report						
	2015	2016	2017	2018	2019	2020
City of Ames Total RUTF Receipts	\$6,131,328	\$6,376,581	\$6,631,644	\$6,896,910	\$7,172,787	\$7,459,698
City of Ames Total Other Road Monies Receipts	\$4,291,366	\$4,463,021	\$4,641,541	\$4,827,203	\$5,020,291	\$5,221,103
City of Ames Total Receipts Service Debt	\$13,354,772	\$13,888,963	\$14,444,521	\$15,022,302	\$15,623,194	\$16,248,122
City of Gilbert Total RUTF Receipts	\$112,509	\$117,009	\$121,690	\$126,557	\$131,620	\$136,884
City of Gilbert Total Other Road Monies Receipts	\$13,221	\$13,750	\$14,300	\$14,872	\$15,467	\$16,085
City of Gilbert Total Receipts Service Debt	\$0	\$0	\$0	\$0	\$0	\$0
Total Non-Federal Aid Road Fund Receipts	\$23,903,196	\$24,859,324	\$25,853,697	\$26,887,845	\$27,963,358	\$29,081,893

Network Operations and Maintenance

The capital investment and other measures necessary to preserve the existing transportation system, as well as operations, maintenance, modernization, and rehabilitation of existing and future transportation facilities are annually reviewed and programmed. Preservation, operating, and maintenance costs are included as a priority for funding. Maintenance and rehabilitation projects are also included in the AAMPO LRTP. In addition to STP funding, the City of Ames utilizes RUTF, Local Option Sales Tax, and General Obligation funding for system preservation projects. A program is also included in the City of Ames 2016-2021 CIP to address shared use path maintenance. The LRTP and Land Use Policy Plan (LUPP) both use an intersection efficiency standard of Level of Service (LOS) C.

Public Participation Process

The draft Transportation Improvement Program follows a process of Transportation Technical Committee review on May 17, 2016; a public input session was held at the Ames City Hall on June 3, 2016; Transportation Policy Committee draft review on June 14, 2016; and a Transportation Policy Committee public hearing on July 12, 2016. Postings for meetings are performed in accordance with our approved Public Participation Plan.

Draft documents are available on the Ames Area MPO website at www.aampo.org and include a map of roadway projects by programmed fiscal year. Notice of meetings were posted at the Ames City Hall and on the Ames Area MPO website as 'News'. In addition, projects are available for public review and comment through the City of Ames Capital Improvement Program process.

Title VI Compliance

The Ames Area MPO adheres to the City of Ames's Title VI of the Civil Rights Act of 1964 Compliance Plan. The AAMPO carries out its transportation planning processes without regard to race, color, or national origin. The Compliance Plan provides information on the Ames Area MPO Title VI compliance policies, complaint procedures, and a form to initiate the complaint process for use by members of the public. For more information or to file a complaint or concern, please contact the AAMPO Administrator at the City of Ames Public Works Administration Office at 515-239-5160.

Self Certification

The AAMPO Policy Committee certified that transportation planning activities in the Ames metropolitan area are being carried out in accordance with governing Federal regulations, policies and procedures. This certification was at the meeting on March 22, 2016. A copy of the document is attached in Appendix C.

Revising the TIP

Often after development and subsequent adoption of the TIP, changes may need to be made to the list of programmed projects. Examples of changes might be adding or deleting projects, moving a project between years in the TIP, adjusting project cost, or changing the vehicle numbers of transit vehicles.

A major requirement of a project receiving Federal transportation funds is for the project to be included in the TIP and Statewide Transportation Improvement Program. Once a project has received Federal Authorization for construction it does not need to be included in the TIP. This is one of two major reasons for adding or deleting a project from the TIP. The other major reason for adding a project is the awarding of a grant or earmark for a project, which can happen throughout the year.

Changes to the TIP are classified as either “amendments” or “administrative modifications”.

Amendment

Amendments are major changes involving the following:

- Project Cost – projects in which the recalculated project costs increase federal aid by more than 30 percent or increase total federal aid by more than \$2 million from the original amount.
- Schedule Changes – projects added or deleted from the TIP.
- Funding Source – projects receiving additional federal funding sources.
- Scope Changes – changing the project termini, project alignment, the amount of through traffic lanes, type of work from an overlay to reconstruction, or a change to include widening of the roadway.

Amendments are presented to the Policy Committee and a public comment period is opened, which lasts until the next Policy Committee meeting (the Policy Committee meets on an as needed basis, giving a 3-4 week public comment period). Public comments are shared at this meeting with the Policy Committee and action is taken to approve the amendment.

Administrative Modifications

Administrative Modifications are minor changes involving the following:

- Project Cost – projects in which the recalculated project costs do not increase federal aid by more than 30 percent or do not increase total federal aid by more than \$2 million from the original amount
- Schedule Changes – changes in schedules to projects included in the first four years of the TIP
- Funding Source – changing funding from one source to another
- Scope Changes – all changes to the project’s scope

Administrative modifications and amendments are subject to different AAMPO Policy Committee and public review procedures. Administrative modifications are processed internally and are shared with the Policy Committee and the public as informational items

Federal Transit Administration Section

FY 2017 Transportation Improvement Program FTA Project Justification

The following transit projects identified within the draft FY2017-2020 TIP were included within the 2017 Passenger Transportation Plan (PTP) Update, meeting the requirements to have the Enhanced Mobility for Seniors and individuals with Disabilities formulized federal funding within an approved PTP prior to TIP approval. The following narrative describes the projects within the initial year of the plan.

General Operations

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

Contracted Paratransit (Dial-A-Ride) Service

According to federal regulations, public transit agencies providing fixed-route transit service in their community must also provide door-to-door transportation service within a ¾ mile area of that fixed-route service. Therefore, CyRide purchases transportation service for its Dial-A-Ride operations in order to meet this ADA requirement. This requirement has been expanded to the entire city limits of Ames.

Associated Transit Improvements

CyRide developed a Bus Stop Plan that recommended an implementation plan for bus stop amenities along CyRide's fixed-route system. From the prioritization of recommended stop improvements, concrete pads will be added for easier boarding/alighting during inclement weather as well as replacing bus shelters with lighted bus shelters to improve the

accessibility for patrons and CyRide's image throughout the Ames community. In February 2013, CyRide launched Nextbus allowing passengers to obtain real-time information of the next buses coming to a particular bus stop. The information can be obtained on CyRide's website, by texting or calling or via LED digital signs at the bus stop. CyRide envisions additional LED digital signage signs next to high ridership stops throughout the Ames community.

Building Security System

CyRide plans to upgrade its current office building security camera system implemented in 2008 and expand this system to the maintenance garage areas over a two year period in FY2017 and FY2018. The current security system has electronic access at all doors of the administration building available to employees' via a personal key fob. Exterior doors of the entire maintenance garage, storage and shop, would also have this type of electronic access added throughout the facility. The only open door accessible to the public would be the front door of the administration building available only during weekday office hours.

Re-roof Maintenance Facility

The roof on the maintenance storage facility built in 1983 is currently 17 years old and in need of replacement as it is past its useful life. This portion of the roof was reconstructed in 1999 with a black rubber membrane and ballast to protect the membrane from ultraviolet light damage. Additionally, the 27 skylights on the roof were reused in 1999 and are therefore original to the building when they were installed in 1983 and are currently 33 years-old. The skylights show extreme deterioration due to the ultraviolet damage and are demonstrating leaks among the perimeter of these structures.

New skylights are recommended to be completely replaced within this roof reconstruction as the existing skylights are extremely brittle and will likely expose the new roof system to future leaks if reinstalled. CyRide wishes to replace this roof with a mechanically fastened PVC system with a thicker white membrane that will better repel ultraviolet rays.

Heavy Duty Bus Replacement

Eight buses have exceeded FTA guidelines for useful life. Bus numbers are 00716, 00715, 00711, 00712, 00713, 00717, 00146. These units will be replaced with 40' heavy-duty buses, equipped with cameras. These replacement vehicles will be ADA accessible.

Light Duty Bus Replacement

Six light-duty buses have exceeded FTA guidelines for useful life. Bus numbers are 00337, 00338, 00334, 00335, 00336, and 00333. These units will be replaced with either 158" wheelbase or 176" wheelbase light-duty buses depending on their current size, equipped with cameras. These replacement vehicles will be ADA accessible.

Maintenance Pits

The seven oil/water separation pits within the original section of CyRide's facility are 33 years old, past their useful life and in need of replacement. These pits are currently crumbling near the edges of the grates and need to be replaced before vehicles risk falling through these critical areas. Doing this replacement ensures water and oil flow dripping from the vehicles drain properly in the future.

Blue Route (Sunday)

In 2014-2015, CyRide doubled its frequency on the Sunday Blue route to 20-minute intervals between 11:00 am and 5:00 pm. The route previously operated at 40-minute intervals. One

bus was added on Sundays to serve a portion of the route between ISU campus and the Wal-Mart on South Duff Avenue. This additional frequency helps reduce overcrowding and on-time performance issues experienced on the route. Additionally, this change will improve service by decreasing wait times for customers. Many trips along this portion of the route on Sunday consistently exceeded 60 passengers per bus, which is standing capacity. The seated capacity is 39 passengers. CyRide is requesting the final year of funding this project through Iowa's Clean Air Attainment Program (ICAA) funding.

Brown/Green Route (Weekday)

In 2014-2015, CyRide added two additional buses along the Brown Route and one bus to the Green route each weekday between 11:30am and 6:00pm. Ridership has grown on both these corridors to the point where overcrowding occurs and buses are having a difficult time staying on time and buses are exceeding standing capacity. Ridership on the Brown route has grown by more than 45% over the past three years due to the influx of students to apartments north of Somerset and full utilization of the Wallace/Wilson Residence Halls. An added benefit of this change is that the Brown/Green routes will now be able to meet other buses (Red and Blue routes) to make transfers allowing customers to switch between buses to travel to other areas of campus or the city. Previously, the Brown route bus arrived several minutes after the other route buses have left, causing customers to wait almost 20 more minutes until their next bus arrives. CyRide is requesting the final year of funding this project through Iowa's Clean Air Attainment Program (ICAA) funding.

Plum Route (Weekday)

CyRide added a new route in 2015-2016 called the #9 Plum Route operated 20-minute service on ISU class weekdays between S. 16th/Duff and Iowa State University campus. The #9 Plum route serves high residential areas (The Grove, Laverne, Pleasant Run and Copper Beech) along S. 16th Street. This route also provides access to the commercial district near the intersection of S. 16th/Duff including Mid-Iowa

Community Action and Community and Family Resources just east of this intersection. The route travels as follows: 16th St – University Blvd – Wallace – Osborn – Bissell – Union (past the Memorial Union & Knoll) – Lincoln Way – University – S. 16th – Buckeye. CyRide is requesting a second year of funding for this project through Iowa's Clean Air Attainment Program (ICAA) funding at 50 percent. ICAAP can potentially fund up to three years of funding for new transit projects.

DRAFT

Appendix A: FFY 2017 – 2020 TPMS Printouts

DRAFT

MPO-22 / AAMPO

2017 - 2020 Transportation Improvement Program

TPMS Sponsor Appr. Status	Project # Location Funding Program	Length FHWA# S,T,R		Pgm'd Amounts in 1000's				Total	STIP#
				FY17	FY18	FY19	FY20		
STP - Surface Transportation Program									
Story - 85									
19961 Ames Submitted	STP-U-0155(S 3RD / S 4TH)--70-85 In the City of Ames, S 3RD ST / S 4TH ST: From Squaw Creek to South Duff Avenue Pavement Rehab	2.02 -- 0:0:0	Project Total Federal Aid Regional FA	2,422 1,292 1,292	0 0 0	0 0 0	0 0 0	2,422 1,292 1,292	--
16032 Ames Submitted	STP-U-0155(690)--70-85 DOT Letting: 01/18/2017 GRAND AVE: S Grand Ave: 0.1 miles north of S. 16th Street to Squaw Creek Dr / S 5th St:S Grand Ave to S Duff Ave / S 16th & S Duff Ave Intersection Grade and Pave,Bridge New	0.652 MI -- --	Project Total Federal Aid Regional FA	2,000 0 0	7,725 2,000 2,000	7,725 2,300 2,300	0 0 0	17,450 4,300 4,300	--
PA NOTE: Total Project Cost \$17,450,000 through FY19/20									
35644 Ames Submitted	STP-U-0155()--70-85 In the city of Ames, On 13th Street, from Union Pacific Railroad Tracks East 0.29 Miles to Harding Avenue Pavement Rehab	0.29 MI -- --	Project Total Federal Aid Regional FA	0 0 0	1,480 1,060 0	0 0 0	0 0 0	1,480 1,060 0	--
16103 MPO-22 / AAMPO Submitted	RGPL-PA22(LRTP)--ST-85 Ames MPO Planning: STP Funds for Transportation Planning Trans Planning	0 MI -- --	Project Total Federal Aid Regional FA	0 0 0	0 0 0	500 400 400	0 0 0	500 400 400	--
35616 Ames Submitted	STP-U-0155()--70-85 In the city of Ames, On North Dakota Avenue, from Ontario Street North 0.17 Miles to Union Pacific Railroad Tracks Pave	0 -- --	Project Total Federal Aid Regional FA	0 0 0	0 0 0	0 0 0	1,000 680 0	1,000 680 0	--
35617 MPO-22 / AAMPO Submitted	RGTR-PA22()--ST-85 CyRide: Vehicle Purchase Transit Investments	0 -- --	Project Total Federal Aid Regional FA	0 0 0	0 0 0	0 0 0	529 225 0	529 225 0	--
NHPP - National Highway Performance Program									
Story - 85									
34019 DOT-D01-MPO22 Submitted	IM--35()--13-85 I-35: US 30 TO CO RD E29 (NB) Pavement Rehab	4.4 MI -- --	Project Total Federal Aid Regional FA	0 0 0	3,609 3,249 0	0 0 0	0 0 0	3,609 3,249 0	--

TPMS Sponsor Appr. Status	Project # Location Funding Program	Length FHWA# S.T.R		Pgm'd Amounts in 1000's				Total	STIP#
				FY17	FY18	FY19	FY20		
TAP - Transportation Alternatives									
Story - 85									
1948 Ames Submitted	STP-E-0155(S DUFF)--8V-85 In the City of Ames, S DUFF AVE: From Squaw Creek to South 5th Street Ped/Bike Grade & Pave	0.16 MI -- 0:0:0	Project Total Federal Aid Regional FA	100 70 70	0 0 0	0 0 0	0 0 0	100 70 70	--
14980 Ames Submitted	STP-E-0155(684)--8V-85 DOT Letting: 09/20/2016 In the city of Ames, Skunk River Trail, From Bloomington Road to Ada Hayden Park Ped/Bike Grade & Pave	0.5 MI -- --	Project Total Federal Aid Regional FA	474 250 250	0 0 0	0 0 0	0 0 0	474 250 250	--
21260 Ames Submitted	STP-E-0155(SE16TH)--8V-85 In the City of Ames, Skunk River Trail: From SE 16th Street to East Lincoln Way Ped/Bike Structures, Ped/Bike Miscellaneous	1.033 MI -- --	Project Total Federal Aid Regional FA	835 240 240	0 0 0	0 0 0	0 0 0	835 240 240	--
15628 Story CCB Submitted	STP-E-C085(100)--8V-85 Local Letting: 12/21/2021 Gilbert to Ames Trail: Trail connection from Gilbert, Iowa to Ames, Iowa Ped/Bike ROW	2.997 MI -- --	Project Total Federal Aid Regional FA	983 62 62	0 0 0	0 0 0	0 0 0	983 62 62	--
DOT NOTE: Project funded using CIRTPA TAP funds									
14983 Ames Submitted	STP-E-0155(SE16th)--70-85 In the City of Ames, Skunk River Trail: From SE 16th Street to East Lincoln Way Ped/Bike Grade & Pave	1 MI -- --	Project Total Federal Aid Regional FA	0 0 0	521 160 160	0 0 0	0 0 0	521 160 160	--
17025 Ames Submitted	STP-E-0155()--8V-85 In the city of Ames, Skunk River Trail: River Valley Park to Bloomington Road Ped/Bike Grade & Pave	0.75 MI -- --	Project Total Federal Aid Regional FA	0 0 0	0 0 0	0 0 0	448 140 140	448 140 140	--
CMAQ - Congestion Mitigation Air Quality									
Story - 85									
34245 MPO-22 / AAMPO Submitted	STP-A-PA22()--86-85 #2 Green / #6 Brown / #3 Blue Service Expansion & Bus Expansion Transit Investments	0 -- --	Project Total Federal Aid Regional FA	204 163 0	0 0 0	0 0 0	0 0 0	204 163 0	--
34580 MPO-22 / AAMPO Submitted	STP-A-PA22()--86-85 #9 Plum Weekday Route Expansion & Bus Expansion Transit Investments	0 -- --	Project Total Federal Aid Regional FA	732 586 0	0 0 0	0 0 0	0 0 0	732 586 0	--
34581 MPO-22 / AAMPO Submitted	STP-A-PA22()--86-85 Ames Traffic Network Master Plan Planning Study	0 -- --	Project Total Federal Aid Regional FA	100 80 0	0 0 0	0 0 0	0 0 0	100 80 0	--

TPMS Sponsor Appr. Status	Project # Location Funding Program	Length FHWA# S.T.R		Pgm'd Amounts in 1000's				Total	STIP#
				FY17	FY18	FY19	FY20		
PL - Metropolitan Planning									
Region Wide - 00									
34214	RGPL-PA22(RTP)--PL-00	0	Project Total	113	113	113	113	452	
MPO-22 / AAMPO	VARIOUS	--	Federal Aid	90	90	90	90	360	
Submitted	Trans Planning	--	Regional FA	0	0	0	0	0	--

FY 2017 - 2020 Transportation Improvement Program

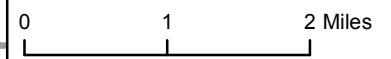
Project Location Map

Legend

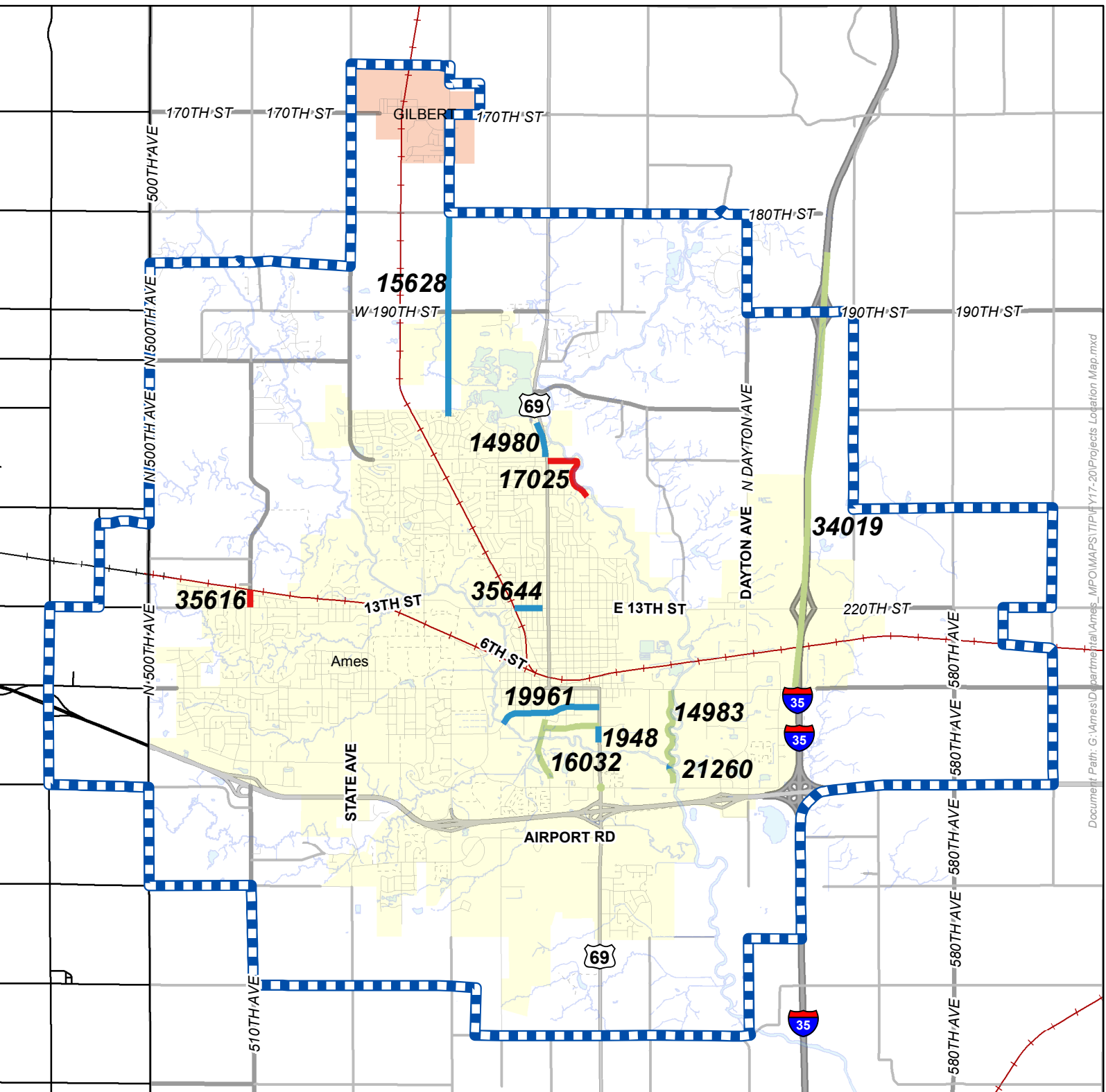
- City of Ames
- City of Gilbert
- Ames Area MPO Boundary

Program Year

- 2017
- 2018
- 2019
- 2020



Document Path: G:\Ames\Departments\Ames_MPO\MAPS\TIPI\FY17-20\Projects Location Map.mxd



Draft 2017 Transit Program

(Filtered)

MPO-22 / AAMPO (55 Projects)

Fund	Sponsor	Transit # Expense Class Project Type	Desc / Add Ons / Addnl Info		FY17	FY18	FY19	FY20
STA, 5307	Ames	914 Operations Misc	General Operations	Total	10,440,442	10,935,193	11,372,601	11,744,096
				FA	2,100,000	2,184,000	2,271,360	2,362,214
				SA	792,586	824,289	857,261	891,551
5310	Ames	919 Operations Misc	Contracted Paratransit Service	Total	276,449	285,295	296,707	288,475
				FA	221,159	230,005	239,206	230,780
				SA				
5310	Ames	920 Capital Replacement	Associated Transit Improvements	Total	50,000	50,000	50,000	50,000
				FA	40,000	40,000	40,000	40,000
				SA				
5339	Ames	945 Capital Expansion	Building Security System	Total	30,000	200,000		
				FA	24,000	160,000		
				SA				
PTIG	Ames	953 Capital Replacement	Re-roof Maintenance facility	Total	400,000			
				FA				
				SA	320,000			
5339	Ames	1905 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00717	Total	470,000			
				FA	399,500			
				SA				
5339	Ames	2434 Capital Replacement	Heavy Duty Bus (40-42 ft.) VSS, Low Floor, BioDiesel Unit #: 07117	Total	470,000			
				FA	399,500			
				SA				
5339	Ames	2437 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00146	Total	470,000			
				FA	399,500			
				SA				
5339	Ames	2448 Capital Replacement	Light Duty Bus (176" wb) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00334	Total	110,000			
				FA	93,500			
				SA				
5339	Ames	2449 Capital Replacement	Light Duty Bus (176" wb) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00335	Total	110,000			
				FA	93,500			
				SA				
5339	Ames	2450 Capital Replacement	Light Duty Bus (176" wb) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00336	Total	110,000			
				FA	93,500			
				SA				
5339	Ames	2451 Capital Replacement	Light Duty Bus (176" wb) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00333	Total	110,000			
				FA	93,500			
				SA				
5339	Ames	2452 Capital Replacement	Light Duty Bus (158" wb) Diesel, UFRC, VSS, BioDiesel Unit #: 00337	Total	105,000			
				FA	89,250			
				SA				
5339	Ames	2453 Capital Replacement	Light Duty Bus (158" wb) Diesel, UFRC, VSS, BioDiesel Unit #: 00338	Total	105,000			
				FA	89,250			
				SA				
5339	Ames	2834 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00713	Total	470,000			
				FA	399,500			
				SA				

MPO-22 / AAMPO (55 Projects)

Fund	Sponsor	Transit # Expense Class Project Type	Desc / Add Ons / Addnl Info		FY17	FY18	FY19	FY20
5339	Ames	2835 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00715	Total	470,000			
				FA	399,500			
				SA				
5339	Ames	3315 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00712	Total	470,000			
				FA	399,500			
				SA				
5309	Ames	3317 Capital Rehabilitation	Maintenance Pits	Total	250,000			
				FA	200,000			
				SA				
5339	Ames	3651 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00711	Total	470,000			
				FA	399,500			
				SA				
ICAAP	Ames	3662 Operations Expansion	Blue Route Sunday	Total	9,828			
				FA	7,862			
				SA				
ICAAP	Ames	3663 Operations Expansion	Brown/Green Weekday	Total	188,345			
				FA	150,676			
				SA				
ICAAP	Ames	3664 Operations Expansion	9 Plum Route Weekday	Total	288,004	266,276		
				FA	230,404	213,020		
				SA				
5339	Ames	2439 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00716	Total	470,000			
				FA	399,500			
				SA				
5339	Ames	2444 Capital Expansion	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel	Total		488,800		
				FA		415,480		
				SA				
5339	Ames	2445 Capital Expansion	Heavy Duty Bus (40-42 ft.) VSS, Low Floor, BioDiesel	Total		488,800		
				FA		415,480		
				SA				
5339	Ames	2446 Capital Expansion	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel	Total		488,800		
				FA		415,480		
				SA				
5339	Ames	2447 Capital Expansion	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel	Total		488,800		
				FA		415,480		
				SA				
5339	Ames	2841 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00958	Total		488,800		
				FA		415,480		
				SA				
PTIG, 5309, 5339	Ames	3314 Capital Expansion	Maintenance Facility Expansion	Total		8,175,000	2,986,200	
				FA		4,300,000	853,200	
				SA		800,000		
5339	Ames	4119 Capital Replacement	In-Ground Hoist Replacement Unit #: 007	Total		250,000		
				FA		200,000		
				SA				

MPO-22 / AAMPO (55 Projects)

Fund	Sponsor	Transit # Expense Class Project Type	Desc / Add Ons / Addnl Info		FY17	FY18	FY19	FY20
PTIG	Ames	3668 Capital Replacement	Bus Wash	Total		250,000		
				FA				
				SA				
5339	Ames	2438 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00147	Total		488,800		
				FA		415,480		
				SA				
5339	Ames	1900 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00953	Total		488,800		
				FA		415,480		
				SA				
5339	Ames	2435 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00954	Total		488,800		
				FA		415,480		
				SA				
5339	Ames	2436 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00956	Total		488,800		
				FA		415,480		
				SA				
5339	Ames	1891 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00145	Total		488,800		
				FA		415,480		
				SA				
5339	Ames	1894 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00144	Total		488,800		
				FA		415,480		
				SA				
5339	Ames	1898 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00714	Total		488,800		
				FA		415,480		
				SA				
5339	Ames	1899 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00948	Total			508,352	
				FA			432,099	
				SA				
5339	Ames	1895 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00955	Total			508,352	
				FA			432,099	
				SA				
5339	Ames	1901 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00957	Total			508,352	
				FA			432,099	
				SA				
5339	Ames	2836 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00785	Total			508,352	
				FA			432,099	
				SA				
5339	Ames	2837 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00778	Total			508,352	
				FA			432,099	
				SA				
5339	Ames	2838 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00762	Total			508,352	
				FA			432,099	
				SA				
5339	Ames	2839 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00779	Total			508,352	
				FA			432,099	
				SA				

MPO-22 / AAMPO (55 Projects)

Fund	Sponsor	Transit # Expense Class Project Type	Desc / Add Ons / Addnl Info		FY17	FY18	FY19	FY20
5339	Ames	2840 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00763	Total			508,352	
				FA			432,099	
				SA				
5339	Ames	4042 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00793	Total				528,686
				FA			449,383	
				SA				
5339	Ames	4043 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00700	Total				528,686
				FA			449,383	
				SA				
5339	Ames	4044 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00792	Total				528,686
				FA			449,383	
				SA				
5339	Ames	4045 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 07118	Total				528,686
				FA			449,383	
				SA				
5339	Ames	4046 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 07119	Total				528,686
				FA			449,383	
				SA				
5339	Ames	4047 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 07120	Total				528,686
				FA			449,383	
				SA				
5339	Ames	4048 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00974	Total				528,686
				FA			449,383	
				SA				
5339	Ames	4049 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 7121	Total				528,686
				FA			449,383	
				SA				
5339	Ames	957 Capital Rehabilitation	Resurface ISC Commuter Parking	Total				1,000,000
				FA			720,000	
				SA				

Appendix B: Ames Area MPO Self Certification

DRAFT

Appendix C: Transportation Policy Committee Meeting Minutes

DRAFT

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

AMES, IOWA

MAY 24, 2016

**MEETING 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 and voting member Ann Campbell at 5:20 p.m. on the 24th day of May, 2016, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law. Other voting members present were: Bronwyn Beatty-Hansen, City of Ames; Amber Corrieri, City of Ames; Tim Gartin, City of Ames; Chet Hollingshead, Boone County; Chris Nelson, City of Ames; Peter Orazem, City of Ames; Wayne Clinton, Story County; Cole Staudt, Ames Transit Agency. AAMPO Administrator John Joiner, City of Ames Transportation Planner Tony Filippini, and Mike Clayton, representing the Iowa Department of Transportation, were also present.

DRAFT AMENDMENT TO FY 2016 - 2019 TRANSPORTATION IMPROVEMENT PROGRAM: AAMPO Administrator Joiner informed the Council that the Amendment to the FY 2016-2019 TIP involves increasing the federal funding amount and accelerating timing for the Interstate 35/U.S. 30 Interchange Project. Currently, the Project includes \$10,471,000 of federal funds with a total project cost of \$16,404,000. The Project is proposed to shift to FY 2016 with \$22,890,000 of federal funds and a total project cost of \$30,103,000. Mr. Joiner noted that this project is administered by the Iowa Department of Transportation and does not involve local funds. He advised that an opportunity for public review and comment is required to process an Amendment to the TIP. A public input session will be held on June 3, 2016, to discuss the Amendment. The AAMPO Transportation Policy Committee was then asked to approve the Draft Amendment and set the date of public hearing for June 14, 2016.

At the inquiry of Mr. Orazem, Mr. Clayton gave a brief explanation of the time line for the project.

Moved by Clinton, seconded by Corrieri, to approve the Draft Amendment to FY 2016-2019 Transportation Improvement Program and set the date of public hearing for June 14, 2016.

Vote on Motion: 9-0. Motion declared carried unanimously.

HEARING ON FY 2017 TRANSPORTATION PLANNING WORK PROGRAM(TPWP): Ms. Campbell opened the public hearing. There being no one wishing to speak, the hearing was closed.

Transportation Planner Filippini noted that the AAMPO Transportation Policy Committee had previously reviewed and approved the Draft FY 2017 TPWP on March 22, 2016. The Work Program includes several elements to ensure an integrated transportation system.

Moved by Hollingshead, seconded by Corrieri, to approve the Final FY 2017 TPWP.

Vote on Motion: 9-0. Motion declared carried unanimously.

HEARING ON PUBLIC PARTICIPATION PLAN: The public hearing was opened by Ms. Campbell. No one came forward to speak, and Ms. Campbell closed the hearing.

It was noted by Mr. Filippini that the Transportation Policy Committee previously reviewed and approved the Draft Public Participation Plan on March 22, 2016.

Moved by Beatty-Hansen, seconded by Staudt, to approve the Public Participation Plan.
Vote on Motion: 9-0. Motion declared carried unanimously.

COMMENTS: Mr. Filippini reported that the City of Ames was named a Bronze Level Bicycle Friendly Community by the American Bicyclists. It was shared by Mr. Filippini that this was a cooperative effort among the Ames Bicycle Coalition, Healthiest Ames, and the City of Ames.

ADJOURNMENT: Moved by Staudt, seconded by Clinton, to adjourn the AAMPO Transportation Policy Committee meeting at 6:08 p.m.
Vote on Motion: 9-0. 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 6:10 p.m. on May 24, 2016, in the City Council Chambers in City Hall, 515 Clark Avenue. Present from the Ames City Council were Bronwyn Beatty-Hansen, Amber Corrieri, Tim Gartin, Chris Nelson, and Peter Orazem. Council Member Gloria Betcher was absent. *Ex officio* Member Sam Schulte was also present

CONSENT AGENDA: Mayor Campbell announced that Item No. 11 should read, “Motion approving National Register Nomination for 413, 417, 427, and 429 Douglas Avenue (Octagon Center for the Arts).” Also, Item No. 14, Professional Services Contract for Sanitary Sewer Analysis for North Growth Gap Area, was being pulled by staff for separate discussion.

Moved by Nelson, seconded by Corrieri, to approve the following items on the Consent Agenda:

1. Motion approving payment of claims
2. Motion approving Minutes of Regular Meeting of May 10, 2016, and Special Meeting of May 20, 2016
3. Motion approving Report of Contract Change Orders for May 1-15, 2016
4. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class B Liquor – Gateway Hotel & Conference, 2100 Green Hills Drive
 - b. Class C Liquor – Old Chicago, 1610 S. Kellogg Avenue
 - c. Class C Liquor – Fuji Japanese Steakhouse, 1614 S. Kellogg Avenue
5. Motion approving 5-day (June 3-June7) Special Class C Liquor License for Olde Main at 3M, 900 Dayton Avenue
6. Motion approving 5-day (June 9-June 13) Special Class C Liquor License for Olde Main at Hansen Agriculture Student Learning Center, 2516 Mortensen Road
7. Motion approving 5-day (June 23-June 27) Class C Liquor License for Olde Main at the ISU Alumni Center, 420 Beach Avenue
8. Motion approving 5-day (June 18-June 22) Class C Liquor License for Christiani Events at the ISU Alumni Center, 420 Beach Avenue
9. Motion approving 5-day (June 6-June 10) Special Class C Liquor License for Burgie’s Coffee & Tea Company at the ISU Alumni Center, 420 Beach Avenue
10. Motion approving 5-day (June 15-June 19) Class C Liquor License & Outdoor Service for Gateway Hotel & Conference Center LLC at CPME Event Center, 2321 North Loop Drive
11. Motion approving National Register Nomination for 413, 417, 427, and 429 Douglas Avenue (Octagon Center for the Arts)
12. Motion approving Encroachment Permit for awnings at 413 Northwestern Avenue, Wheatsfield Cooperative
13. Motion approving Encroachment Permit for a sign at 2420 Lincoln Way, Suite 103, Fuzzy’s Taco Shop

14. Requests for Hope Run on June 18, 2016:
 - a. RESOLUTION NO. 16-277 approving closure of portions of Dotson Drive, Mortensen Road, Hayward Avenue, Knapp Street, Sheldon Avenue, Arbor Street, and State Avenue from 7:30 a.m. to approximately 9:00 a.m. on Saturday, June 18
 - b. RESOLUTION NO. 16-278 approving waiver of Road Race permit fee
15. Requests for Midnight Madness on July 9, 2016:
 - a. Motion approving 5-day (July 9-13) 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 9
 - d. RESOLUTION NO. 16-279 approving closure of Fifth Street, Douglas Avenue, Sixth Street, Clark Avenue, Main Street, Northwestern Avenue, Ninth Street, Ridgewood Avenue, Sixth Street, and City Hall Parking Lot N
 - e. RESOLUTION NO. 16-280 approving suspension of parking regulations and enforcement from 6:00 p.m. to 11 p.m. on Saturday, July 9
 - f. RESOLUTION NO. 16-281 approving waiver of fees for blanket Vending License and usage of electricity
16. Requests from Main Street Cultural District (MSCD) for Firefly Country Night on Main Street on Sunday, July 17, 2016:
 - a. Motion approving 5-day (July 17-21) Special Class C Liquor License and Outdoor Service
 - b. Motion approving blanket Temporary Obstruction Permit and blanket Vending License at 200 Main Street and 400 block of Douglas Avenue from 6 p.m. on Saturday, July 16, to 11:59 p.m. on Sunday, July 17
 - c. RESOLUTION NO. 16-282 approving closure of 200 block of Main Street and 400 block of Douglas Avenue starting at alley, from 6:00 p.m. on Saturday, July 16, to 11:59 p.m. on Sunday, July 17
 - d. RESOLUTION NO. 16-283 approving closure of 50 parking spaces within the closed areas
 - e. RESOLUTION NO. 16-284 approving waiver of fees for use of electrical outlets and blanket Vending License
17. RESOLUTION NO. 16-285 approving FY 2016/17 Sign Permit Fee adjustment
18. RESOLUTION NO. 16-286 rescinding Resolution No. 16-238 regarding vacating an alley between North Dakota Avenue and Delaware Avenue between Toronto Street and Reliable Street
19. RESOLUTION NO. 16-287 approving FY 2016/17 Human Services (ASSET) Contracts
20. RESOLUTION NO. 16-288 approving FY 2016/17 COTA Contracts
21. RESOLUTION NO. 16-289 approving FY 2016/17 Contracts for Outside Funding Requests
22. RESOLUTION NO. 16-290 approving contract with Main Street Cultural District in the amount of \$20,000 for Downtown Holiday Lights
23. RESOLUTION NO. 16-291 approving renewal of health insurance administrative services contract with Wellmark from July 1, 2016, through June 30, 2017
24. Renewal of Property Insurance Renewals:
 - a. RESOLUTION NO. 16-292 approving one-year extension of agreement with Willis of Illinois for brokerage services
 - b. RESOLUTION NO. 16-293 approving 2016/17 Annual Premium for Power and Municipal properties, brokered by Willis
25. RESOLUTION NO. 16-294 approving Professional Services Agreement with Snyder & Associates of Ankeny, Iowa, for Phase II of Squaw Creek Water Main Protection Project at a cost not to exceed \$111,900
26. RESOLUTION NO. 16-295 approving Iowa Economic Development Authority Contract for financial assistance for XPANXION, Inc., with local match
27. RESOLUTION NO. 16-296 approving Ames Intermodal Facility Commercial Tenant Lease with

Executive Express

28. RESOLUTION NO. 16-297 approving Ames Intermodal Facility Commercial Tenant Lease with Jefferson Lines
 29. RESOLUTION NO. 16-298 approving Joint Use Parking Agreement for 1320 Dickinson Avenue (Perfect Games)
 30. RESOLUTION NO. 16-299 awarding Engineering Services Contract to Zachry Engineering Corporation of Minneapolis, Minnesota, for Power Plant Unit 7 Superheater, Furnace Wall, and Dump Grate Replacement in an amount not to exceed \$93,500
 31. RESOLUTION NO. 16-300 approving purchase of four 40-foot buses from Gillig Corporation of Hayward, California, in a not-to-exceed amount of \$1,772,000
 32. RESOLUTION NO. 16-301 approving preliminary plans and specifications for 2016/17 Pavement Restoration Program - Contract 1: Concrete Joint Repair Program; setting June 22, 2016, as bid due date and June 28, 2016, as date of public hearing
 33. RESOLUTION NO. 16-302 approving preliminary plans and specifications for 2016/17 Pavement Restoration Program - Contract 2: Slurry Seal Program; setting June 22, 2016, as bid due date and June 28, 2016, as date of public hearing
 34. RESOLUTION NO. 16-303 approving preliminary plans and specifications for 2015/16 Storm Sewer Improvement Program; setting June 22, 2016, as bid due date and June 28, 2016, as date of public hearing
 35. South Skunk River Basin Watershed Improvement (City Hall Parking Lot Reconstruction):
 - a. RESOLUTION NO. 16-304 approving revised Iowa Department of Agricultural and Land Stewardship (IDALS) Water Quality Grant completion date to June 30, 2017
 - b. RESOLUTION NO. 16-305 approving preliminary plans and specifications; setting June 22, 2016, as bid due date and June 28, 2016, as date of public hearing
 36. RESOLUTION NO. 16-306 awarding contract to Keck Energy of Des Moines, Iowa, in an amount not to exceed \$300,000 for Electric Services Fuel Supply Contract
 37. RESOLUTION NO. 16-307 approving renewal of contract with MCG Energy Solutions, LLC, of Minneapolis, Minnesota, for Electric Market Participant Services Software in the amount of \$121,187.88 (plus applicable sales taxes)
 38. RESOLUTION NO. 16-308 approving contract and bond for Skate Park Renovation Project
 39. RESOLUTION NO. 16-309 approving contract and bond for 2015/16 Right-of-Way Restoration Program
 40. RESOLUTION NO. 16-310 accepting completion of Ada Hayden Heritage Park Service Line Project
 41. RESOLUTION NO. 16-311 accepting completion of City Hall Renovation Phase 2 project
- Roll Call Vote: 5-0. Resolutions/Motions declared adopted/approved unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

PROFESSIONAL SERVICES CONTRACT FOR SANITARY SEWER ANALYSIS FOR NORTH GROWTH GAP AREA: Planning and Housing Director Kelly Diekmann pointed out that the City Council, on March 1, 2016, had reviewed a staff report concerning approximately 300 acres of land between the current North Growth and Northwest Allowable Growth Area. The Council had asked for an assessment of the City's current policies and the Ames Urban Fringe Plan in response to a discussion of future growth from September 2015, and in response to an interest of the Dankbar property to consider annexation and development within the City. At that time, staff reviewed the policies for development and changes to the Fringe Plan that were needed to consider annexation of the Gap Area. Staff also provided preliminary findings concerning sanitary sewer capacity limitations to serve the additional area. No additional growth could be accommodated by the current system that exists to the south of the Gap Area. After that discussion, the Council directed staff to add a project to pursue amendments to the Ames Urban Fringe Plan to allow for future annexation of the Gap Area lands to the Planning and Housing Department Work Plan.

Mr. Diekmann reported that the Council, on March 1, 2016, had also discussed what growth options might exist farther to the north of Cameron School Road or even for land north of 190th Street. The Council discussed that idea in the context of what scale of sanitary sewer improvements might be needed to serve the Gap Area as well as any other potential expansion north of the city limits. Staff was directed to return with a scope for a sanitary sewer evaluation for growth in the Gap Area and farther to the north. It was noted that the Public Works Department has contacted the City's current sanitary sewer engineering consultant (Veenstra and Kimm) and received a preliminary estimate to analyze the sanitary sewer area (between Cameron School Road and 180th Street) and potential environmental constraints related to extension of sanitary sewer trunk line in the Squaw Creek basin. The cost is estimated at \$18,000. No funds have been allocated for this type of study; if the Council directs staff to move ahead with the study in FY 2016/17, it would have to be funded from the available balance in the Sanitary Sewer Fund.

Council Member Beatty-Hansen asked to know the downsides of waiting. Mr. Diekmann said that the City will be ready if development is to occur first in the gap area. There are no downsides; it just means the City will be "ahead of the game." It will also provide the City Council more confidence in making a decision as to where to allow growth to occur.

Moved by Gartin, seconded by Nelson, to direct staff to begin an assessment of a sanitary sewer extension and system capacity to serve growth north of the City and east of Squaw Creek at a cost not to exceed \$18,000.

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

PUBLIC FORUM: Cole Staudt introduced himself as the new Government of the Student Body (GSB) President. Mr. Staudt stated that Sam Schulte had been appointed to serve another year as the *ex officio* Member on the City Council. Mr. Staudt shared a couple issues that will be pursued by the GSB: (1) mental health needs being met for Iowa State students and (2) medical amnesty program, which exempts students from facing charges themselves if they call for medical attendance for an underage student who may have consumed alcohol.

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

FATS, OILS, AND GREASE (FOG) CONTROL ORDINANCE: Dustin Albrecht, Environmental Specialist with the Water and Pollution Control Department, explained the proposed revisions to the FOG Control Ordinance. He pointed out that, in November 2014, the City Council had adopted an ordinance implementing a FOG Control Program. Among other elements, the FOG Control Program included a Restaurant Surcharge rate that would be added to the regular sewer use rate for any food service establishment (FSE) that did not meet the requirements of the Program. The implementation time line included two six-month compliance periods where the Restaurant Surcharge Rate was not enforced. This was to allow restaurants a grace period to learn about the requirements of the Program and to make any necessary changes to their management practices to become compliant. In the time since the Ordinance was adopted, City staff has launched the Program that is now in the second compliance period. Information about the Program has been communicated through mailings and also in public information sessions held on December 17 and 18, 2015. Mr. Albrecht reported that 45 individuals representing FSEs had attended those meetings.

Key elements of the proposed revisions to the FOG Control Program were explained by Mr. Albrecht, as follows:

1. Removal of Food Processing Plants and Retail Food Establishments from the Program. Practices occurring at these sites have been reviewed by City staff, and it has been determined that they are not the target of the program.

This change eliminated approximately 30 FSEs from the program.

2. Defining the process required for an FSE to gain approval to use an additive as a method of FOG control. Also defined are the specific types of additives that will not be approved for use. These types of additives are designed to disperse the accumulated FOG and would work against the goals of the Program.

This change would help relieve some confusion as to which types of additives are permissible.

3. Delineating the difference between a gravity-flow grease interceptor and a hydromechanical grease interceptor.

Highlighting the difference provides the opportunity to allow FSEs to clean out their own hydromechanical grease interceptors while still requiring that gravity-flow grease interceptors be cleaned by a party that specializes in that line of work.

4. Setting of the Restaurant Surcharge rate at \$2.54/100 cubic feet for noncompliance with the FOG Control Program.

Data was collected from 33 FSEs on the Program to help determine the rate. The data collected included the following:

- a. Intervals at which the FSE had its grease interceptor cleaned and the percentage of how full the grease interceptor was at each cleaning.
- b. Cost to clean the FSE's grease interceptor.
- c. The FSE's average monthly sewer usage.

Using the cleaning data allowed staff to determine the minimum frequency (cleanings per month) at which an FSE would need to clean its grease interceptor in order to be compliant with the Program. Multiplying this frequency by the cost to have the grease interceptor cleaned provided an estimated monthly cost for the FSE for the proper maintenance of their equipment. The estimated monthly cost was then divided by the average monthly sewer usage to give a surcharge rate for that FSE. The proposed Restaurant Surcharge rate was the median rate obtained from the data.

5. Addition of a Restaurant Fee set at \$75.00/month to be used in lieu of the Restaurant Surcharge for FSEs that are not billed for sewer usage or whose sewer usage is not representative of their food service activities.

A number of FSEs on the Program are not billed for sewer usage due to the way the utilities were set up for their location. In addition, there are facilities on the Program that are billed for high volumes of sewer usage with only a small portion of that usage being related to food service. These facilities would be subject to the Restaurant Fee only if they are not compliant with the Program. The fee was determined by using the Restaurant Surcharge rate from above and multiplying that by the median monthly sewer usage for FSEs on the program. It is believed that this is the most equitable way to address these types of unique establishments without imposing significant re-plumbing costs to the FSE.

According to Mr. Albrecht, the final compliance grace period established in the original Ordinance is set to expire on June 30, 2016. All FSEs who are in compliance with the FOG Control Program during the second half of 2016 will be exempt from paying the Restaurant Surcharge or Restaurant Fee. Any who are not in compliance will see the Restaurant Surcharge appear on their utility bill for meter readings beginning on January of 2017. Every six months their compliance status will be re-evaluated, and FSEs could potentially move on or off of the surcharge rate.

Bryan Kinneer, owner of West Towne Pub, 4518 Mortensen Road, Ames, stated that he built West Towne Pub in 2005 and Perfect Games in 2009. Mr. Kinneer believes that there is a common misconception that restaurant owners do not take care of their grease traps. He said he cleans his grease traps every month; however, he is still not meeting the threshold. Cleaning costs for him are \$642/year; he believes he is being very vigilant and doing everything he can to comply, but still isn't in compliance. To put in an interceptor tank in his parking lot would cost him \$27,000 and cause him to lose a week's worth of revenue. Mr. Kinneer suggested that certain companies be grandfathered-in for a certain period of time or perhaps be offered a discounted rate or pursue grants. He noted that, since the Code has changed and interceptor tanks are now required, this would not affect new restaurant owners.

Council Member Beatty-Hansen noted that the business where she works found that the pumping company that was being hired was coming up with inconsistent results. She noted that Des Moines has certified pumping companies, but Ames does not have such a certification program. Ms. Beatty-Hansen asked if a certification program for haulers was a possibility in Ames. Director Dunn stated that it was staff's intent to make the Ordinance create as few administrative requirements as possible. Assistant Director of Water and Pollution Control Christina Murphy said that there are some Des Moines haulers who work in Ames. If complaints are received, the City could look into such a program.

Moved by Gartin, seconded by Beatty-Hansen, to pass on first reading an Ordinance revising portions of Chapter 28 and Appendix Q pertaining to the Fats, Oils, and Grease Control Program.

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

WELCH AVENUE BICYCLE/PEDESTRIAN PROJECT: Assistant City Manager Brian Phillips recalled that in 2014, the City Council directed staff to identify methods to reduce pedestrian/bicycle and bicycle/car collisions in the area near Welch Avenue and Lincoln Way. Mr. Phillips noted that City staff had been working with the Campustown Action Association (CAA) and students from Iowa State University. The representatives had identified a number of alternatives that could possibly address the issue, as follows: (1) converting parking space to bike lanes along Lincoln Way, (2) developing improved wayfinding signage, (3) evaluating how bicycle infrastructure connects to the ISU Campus, and (4) implementing educational efforts regarding road-user rights and responsibilities. According to Mr. Phillips, business owners adjacent to Lincoln Way were not supportive of the closure of parking spaces on Lincoln Way for installation of a bike lane.

Mr. Phillips noted that bicycling on the sidewalk along the 100 block of Welch Avenue is prohibited by ordinance; bicyclists are expected to ride in the street. Bicycling in the street presents the danger of bicyclists being struck by doors being opened on parked cars.

According to Mr. Phillips, on July 22, 2014, the City Council had expressed an interest in seeing options for a temporary pilot project along the 100 and 200 blocks of Welch Avenue. Along the 100 and 200 blocks of Welch, converting the parking aisle to a bike lane is not possible on a temporary basis because the streetlights are installed in concrete bump-outs in the parking lane. Moving those streetlights would be cost-prohibitive for a temporary project. The Council then directed staff to investigate a closure of the east side parking spaces in the 100 and 200 blocks.

Assistant Manager Phillips said that the closure of the parking spaces in the 100 and 200 blocks of Welch would create an extended area of the sidewalk to use for pedestrian passing; street furniture, such as bike racks, trash cans, and benches; and offset sidewalk cafes for adjacent businesses.

Council Member Gartin asked to know the process of reaching out to affected business owners. Mr. Phillips stated that letters had been sent to property owners along the 100 and 200 block of Welch Avenue. Campustown Action Association also put the content of that letter in its newsletter. At the inquiry of Mr. Gartin, Mr. Phillips advised that he had had one complaint from a property owner.

Alternatives to accomplish the parking spaces closures were explained as: (1) Paint Striping. This would provide no physical barrier to keep vehicles out of the closed area. (2) Tubular Barrier. The plastic tubes attached to the pavement would provide a greater visual indication that vehicles should not enter the area, but not provide physical protection. (3) Concrete Jersey Barrier. The barriers could be bolted to the pavement and would provide a substantial amount of physical protection between vehicles and pedestrians. They also could be reused elsewhere upon conclusion of the project. (4) Concrete Planters. These would provide a similar level of protection as Jersey barriers. The planters would have a higher aesthetic value, but require additional maintenance for the plants.

The CAA Board had indicated to staff that using the concrete Jersey barrier or plastic tubular barrier would be less desirable than using the planters. Also City staff has been investigating the possibility of temporarily installing street furniture (benches, bike racks) in the newly closed area to encourage its use. The furniture would be bolted to the pavement.

Moved by Gartin, seconded by Corrieri, to move forward with the concrete planters to accomplish closure of eight parking spaces on the east side of the 100 block of Welch Avenue and six parking spaces on the east side of the 200 block of Welch Avenue.

Trevin Ward, 1012 Grand Avenue, Ames, President of the Campustown Action Association, encouraged the installation of temporary street furniture in the closed area. The CAA believes that the furniture would contribute to the functionality of the area.

Traffic Engineer Damion Pregitzer stated that there will be sharrows marked both northbound and southbound on the pavement in the 100 and 200 blocks of Welch Avenue.

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

Ryan Jeffrey, Arcadia Café, 116 Welch Avenue, Ames, added that this experiment will show how the business owners accept the loss of parking spaces prior to the street being reconstructed in 2020.

Jerry Morford, 2324 Burnett Avenue, Ames, expressed his opinion that this was a great project. One concern of his is that, in order to enhance and make it a great space, traffic-calming measures would need to be utilized to slow the traffic down on Welch Avenue.

Moved by Gartin, seconded by Corrieri, to include in the budget approximately \$10,000 for street furniture.

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

Moved by Nelson, seconded by Corrieri, to allocate the \$32,000 (\$20,000 for planters; \$2,000 for plantings, and \$10,000 for street furniture) from the Local Option Sales Tax Fund Balance.

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

Mr. Phillips asked to know what specific information the Council would like to see collected from this project. He said that the Council could choose to receive a formal study of the utilization of the space after a certain period of time. At that time, the Council could choose whether to extend the project or to direct staff to dismantle it and convert the space back to parking. Mr. Pregitzer suggested that Council ask to know the usage of the public space.

PRELIMINARY PLAT FOR CRANE FARM SUBDIVISION (896 SOUTH 500TH AVENUE): Planning and Housing Director Diekmann advised that Pinnacle Properties LLC, representing the property owners of 896 S. 500th Avenue, requested approval of a Preliminary Plat subdividing a 52.36-acre site. The property is located at the west end of Mortensen Road and north of Highway 30 east of South 500th Avenue.

Mr. Diekmann reported there is one agricultural-zoned lot that makes up the area of the proposed Preliminary Plat. The proposed Plat includes 50 lots for single-family detached homes, four lots for single-family attached homes, three large lots for apartment development, and three additional outlots for open space and storm water detention.

Moved by Orazem, seconded by Gartin, to adopt RESOLUTION NO. 16-312 approving the Preliminary Plat for Crane Farm Subdivision (896 South 500th Avenue), with the following conditions:

1. The developer provide an easement on the final plat for Outlot B that allows for development of a public bus turnaround in a design similar to that of California Avenue.
2. The Developer may provide for a bus turnaround on Outlot B in conjunction with the construction of Mortensen Road to the west end of the property in phase one with adjustments of lot size on Lots 25-28.
3. Prior to the final plat of Phase 3, the Developer shall request a waiver of frontage improvements with cash in lieu of or financially secure construction of the frontage improvements along 500th Avenue (County Line Road).
4. Prior to the final plat of Phase 1, the Developer shall provide, in a form acceptable to the City, financial security for the improvements of four turn lanes at the intersection of Lincoln Way and 500th Avenue. The final cost estimate shall be made by the City's Municipal Engineer.
5. The developer will provide an easement with a minimum width of ten feet on Outlot B for the construction of a sidewalk to the north.

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

ACCESS EASEMENT ACROSS CITY PROPERTY (WELCH AVENUE PARKING LOT X) TO BENEFIT 122 HAYWARD AVENUE: Council Member Nelson advised that he would be abstaining from the vote due to a possible conflict of interest.

Director Diekmann reported that the developer (Dean Jensen) has requested that the City Council grant a perpetual access easement for the benefit of the development at 122 Hayward through the City's parking area to the west of Welch Avenue. The owner cannot proceed with approval of the Minor Site Plan for this project until Council has approved the access easement. Before the easement may be approved, there must be a noticed public hearing. The Council has two options to proceed on scheduling a public hearing: (1) set a date of hearing for the next regularly scheduled meeting of June 14 or (2) hold

a Special Meeting to allow for the easement to be approved sooner than June 14; the earliest special meeting date that could meet notice requirements is May 31.

Moved by Orazem, seconded by Corrieri, to adopt RESOLUTION NO. 16-313 setting the date of public hearing for May 31, 2016, at 6:00 p.m. on granting an Access Easement across Welch Avenue Parking Lot X to benefit 122 Hayward Avenue.

Roll Call Vote: 4-0-1. Voting aye: Beatty-Hansen, Corrieri, Gartin, Orazem. Voting nay: None. Abstaining due to a possible conflict of interest: Nelson. Resolution declared adopted, signed by the Mayor, and hereby made a portion of these Minutes.

321 STATE AVENUE OPTIONS FOR DEVELOPMENT WORKSHOP: Director Diekmann stated that the Planning and Housing Department is preparing for the June 21, 2016, workshop on development options for a ten-acre parcel at 321 State Avenue (the old Middle School site). He noted that the City Council first began to consider acquiring 321 State Avenue in 2015 with the intent of creating affordable homeownership opportunities. The site is zoned Residential Low Density (RL), which allows for the development of standard-size lots and detached single-family homes on individual lots. Staff believes that approximately 40 single-family homes could be developed on the site, of which 51% would need to be affordable to low-income households (80% of Average Median Income), assuming the City receives approval of a Neighborhood Revitalization Strategy Area designation from the Department of Housing and Urban Development.

According to Director Diekmann, the Planning and Housing Department is interested in exploring housing options before the workshop that could expand the housing choices beyond what is currently permitted by the RL zoning. Staff believes that mixing housing types has merit by potentially helping to meet the low-income housing requirements and to provide for housing options that are not commonly built in Ames and would like to explore options that consist of approximately 20 detached single-family homes, 20 multi-family structures built as townhomes, duplexes, and three- and four-plexes. Mr. Diekmann advised that a mixed development would require future adjustments to the zoning to consider different building types and site design options as compared to building exclusively single-family detached homes as are permitted by the current RL zoning. The Council was told of some possible benefits that could result in meeting the low-income housing obligations. In addition, staff has been approached by affordable housing developers who are interested in projects that would be eligible for Low-Income Housing Tax Credits, which typically apply to multi-family developments.

Mr. Diekmann emphasized that, at this time, the City Council would not be making any commitment to develop a specific housing type, but would only be directing staff to explore options. He noted that, prior to the Council Workshop on June 21, staff will be meeting with the Old Ames Middle School and College Creek Neighborhood Association to discuss their desires for the development of the property.

Council Member Orazem offered that he believes the more restrictions placed on the development, the fewer proposals the City will receive.

Council Member Gartin said he was concerned that the Council had already communicated to the neighborhood that the property would be developed as owner-occupied single-family homes. Council Member Corrieri said that the Council wanted this parcel to be developed as low- to moderate-income development. She does not believe that the City can have that type of development without offering renter-occupied options. Ms. Corrieri said she does not feel that is “back-peddling” as the Council is not making any commitment at this time; it is only exploring what the best option would be.

Moved by Corrieri, seconded by Nelson, to direct staff to explore a wide range of home ownership and rental housing types and report back to the City Council at the June 21 Workshop.

Vote on Motion: 4-1. Voting aye: Beatty-Hansen, Corrieri, Nelson, Orazem. Voting nay: Gartin. Motion declared carried.

PRELIMINARY PLAT FOR 125 AND 130 WILDER AVENUE (SUNSET RIDGE SUBDIVISION, 7TH ADDITION): Moved by Nelson, seconded by Corrieri, to adopt RESOLUTION NO. 16-314 approving the Preliminary Plat for 125 and 130 Wilder Avenue (Sunset Ridge Subdivision, 7th Addition).

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

The meeting recessed at 7:55 p.m. and reconvened at 8:01 p.m.

REDEVELOPMENT OF 2700 BLOCK OF LINCOLN WAY: Director Diekmann pointed out that on April 26, 2016, the City Council had referred to staff the letter from Chuck Winkleblack, representing developer River Caddis Development, asking to initiate a Minor Amendment to the Land Use Policy Plan (LUPP) for the 2700 block of Lincoln Way. The desire is to redevelop the properties to a single mixed-use student housing development. The site is made up of seven properties and totals approximately 1.8 acres south of Lincoln Way and between Hyland and Sheldon Avenue. The proposal would result in 168 apartment units and 510 bedrooms and amity space on the upper levels of a five-to six-story building. The developer desires to provide one parking space per apartment unit and hotel room and configure the development with structured parking accessed from Hyland and Sheldon.

According to Mr. Diekmann, to facilitate that development within the developer's time line for starting construction in Spring 2017 and be opened in August 2018, a number of steps are needed over the next six months. He advised that the developer needs a LUPP Amendment, rezoning, zoning text amendment, designation of an Urban Revitalization Area (URA), a Development Agreement, a Site Development Plan, and a Plat of Survey to combine parcels.

Mr. Diekmann told the Council members that staff needs to know their interest in moving forward with the approval process for this project. Specifically, staff needs to have the following issues addressed by the Council:

1. Should the LUPP Amendment process be initiated outside of the Lincoln Corridor Focus Area Evaluation; and, if so, would it be a Major or Minor Amendment
2. Should zoning text amendments be initiated to support the rezoning of the property and development of the proposed uses
3. Is the City Council willing to consider providing tax abatement under a site specific URA (separate from Campustown URA criteria) and enter into a Development Agreement for the project

Each issue was explained. Under Issue No. 1, the applicant has requested that the City Council consider this site independent of the Corridor Study due to the timing of the project. The developer believes that the issues related to this site are unique and do not impede the Focus Area assessment of how other properties could redevelop further to the west. The developer also requests initiation of a LUPP Minor Amendment to allow the land use designation to be changed to accommodate the desired rezoning for both commercial and high-density residential uses on the site. That change could be either to the Downtown Service Center land use, which encompasses the current Campustown Service Center zoning district, or to a high-density residential land use, which could permit residential high density zoning allowing for both apartments and small amounts of commercial development area. The developer

believes a Minor Amendment is appropriate due to how the sites are currently zoned and used; the change in designation would reflect those uses.

Council Member Gartin said he is concerned that the URA be consistently applied. He is very concerned about the time commitment necessary on the part of staff for this project. Mr. Diekmann advised that this project is as involved as it gets; however, it is not unlike some of the other projects that staff has done within the past year.

Chuck Winkleblack, 105 South 16th Street, Ames, said that he was representing the developer River Caddis Development. Mr. Winkleblack stated that there is a project that is going to occur in this area; it is just a matter of which project it is going to be - a smaller project or a larger project. The developer has already lost one construction season; however, they are past the point of no return in their purchase of the property.

Mr. Winkleblack showed the Council the assessed values of the existing properties and the potential assessed values if redeveloped as being proposed. He advised that the “Thomco Property” will go forward. According to Mr. Winkleblack, the other four properties involved would not be large enough to redevelop on their own.

It was noted that the hotel at the Memorial Union is due to close in the next 30 to 45 days. Mr. Winkleblack said that there will be a need for a hotel in the Campustown area; however, the likelihood of a stand-alone hotel in that location is not likely. According to Mr. Winkleblack, the project would literally be across the street from Iowa State’s Campus. The students that live there would not need to have a car. They will not need CyRide service. Addressing the need for retail in Campustown, 20,000 square feet of the larger project would be commercial space.

Council Member Orazem asked how a hotel would fit in the regulations for Campustown. Director Diekmann said the hotel would have to be a stand-alone; it could not have retail on the first floor or be a mixed-use.

Jeff Smith, OPUS Design Build, Clive, Iowa, said that he will serve as the architect for this project. He advised that the project will consist basically of a single story of retail uses with five stories of student apartments on top. Being proposed is 20,000 square feet of commercial space (including the hotel) along Lincoln Way and Sheldon Avenue.. There will be a two-story parking ramp accessed on the west from Hyland Avenue and on the east from Sheldon Avenue. The total parking count will be approximately 200 parking stalls; that was based on what they foresee as market demand.

At the request of Council Member Beatty-Hansen, the smaller project (Thomco Project) would consist of approximately 5,000 and 7,000 square feet of retail and 200 beds on the upper floors.

Kevin McGraw, River Caddis Development of East Lansing, Michigan, told the Council that his company has a good track record of building retail and mixed-use. His company started this project last March. They have now been through about 30 reiterations at this point. Mr. McGraw stated that his company does not want to construct retail all around the property because, in his experience, it doesn’t work. The hotel that is being proposed would be approximately 30 rooms.

Mayor Campbell asked Mr. McGraw if he were aware that a hotel is proposed to be built at Iowa State Center. Mr. McGraw stated that he was; that was one of the reasons why they are proposing the hotel be only 29 to 37 rooms.

Mr. McGraw said that they believe in this project so much that they had been willing to put the Thomco Project on hold for a year in an attempt to make the project bigger and even better. He said, at this point, the Thomco Project will go forward on its own with an investment of \$17 to \$20 million; however, that investment would be much larger if the Council is on board for the larger project. If the Council is not on board, Mr. McGraw wants to know that from the Council at this time.

Council Member Gartin offered that timing was an issue because Planning has so many other priorities and developments that were submitted ahead of this project. He asked Mr. McGraw if this project could wait a year or at least a little longer. Mr. McGraw said that he understands, but they have already been waiting a year. Mr. Gartin noted that Mr. McGraw might have been having conversations with Planning staff for a year, but this is the first time that Council has seen this project. Mr. McGraw acknowledged that that was true; however, he and Director Diekmann have come up with a time line that will work for Planning and them as the developer.

City Manager Schainker noted that the Council had already agreed to a Special Meeting on May 31 on another issue. At that meeting, staff could share the Planning Work Program with the Council.

Sarah Cady, 2012 Arbor Street, Ames, said that she lives approximately 500 feet from the subject property and 800 feet from the Middle Parcel at 321 State Street. Ms. Cady noted that the neighborhood had just spent approximately two years fighting for a single-family owner-occupied residential development to occur at 321 State Street. She wonders how this proposed development would impact the neighborhood. Ms. Cady said that she had emailed her concerns to the City Council. Mr. McGraw advised that what is being proposed for this development at this time is 510 bedrooms, up to 40 hotel rooms, and approximately 20,000 square feet of retail space. He stated that what he knows will happen at this point is that they will move forward with the Thomco Project, which would mean 200 bedrooms with 5,000 to 7,000 square feet of retail space with no hotel. Ms. Cady stated that she prefers for the existing retail in the area to be maintained. She feels that Mr. Winkleblack has minimized the need for parking. She referenced Mr. Winkleblack's comment that not all of the parking is leased at the Foundry. Ms. Cady said that the parking in her neighborhood is free, and on-street parking might be used instead of having to pay to lease parking, especially if their cars are not needed everyday. The high-density development in Ms. Cady's neighborhood has approximately 25 units/acre; however, the development in question would be 90 to 100 units/acre.

Trevin Ward, 1012 Grand Avenue, representing CAA, said that the ground-floor retail space currently being proposed does not represent the character of Campustown. He also believes that what is being proposed is completely out of line with the needs of Campustown residents. It is also completely out of line with the way Ames uses commercial land. The CAA is not opposed to a hotel or a large project, but there is a substantial amount of ground-floor space that is allocated to residential, not retail. Mr. Ward believes that the developer can do better. At the question of Council Member Gartin, Mr. Ward stated that the CAA was not able to have a meeting from the time the packet went out last Friday and tonight; however, none of the CAA Board Members objected to anything in the letter that was sent to the Council yesterday. Mr. Gartin felt that many of the CAA members might be happy about this development because it would bring in many more potential customers with the number of tenants proposed to occupy this development.

Council Member Orazem said that he is one of the Council representatives on the Ames Visitors' and Convention Bureau (ACVB). From a guide he has been given by the ACVB, he has been told that for every dollar of hotel, another \$3 is spent on retail and transportation. Mr. Orazem added that he is concerned that there will not be more retail on the first floor on Sheldon Avenue. He acknowledged that the developer has said that too much retail is not workable, but Mr. Orazem would like to see more retail on the first floor.

Ms. Beatty-Hansen said she has a number of concerns about this project. The Thomco Project is ready to go; it does not require any special action by the Council. The Thomco Project will contain 7,000 square feet of retail. Ms. Beatty-Hansen advised that she does not believe a hotel should be counted as retail space. The Council has been told that prime retail space gets rented. Also, she is uncomfortable with the timing of this request; she believes that the Council will be pressured to push through the steps.

Council Member Gartin asked Director Diekmann if this project is something that could be “farmed out.” Mr. Diekmann stated that he did not believe it could be “farmed out.” There would be an extensive public input process. Mr. Gartin said he would like to hear from Director Diekmann as to what time frame is viable. He would like to postpone this issue until perhaps May 31.

Council Member Orazem offered that if there is a place where Ames should have density, it is across the street from the University.

Mr. McGraw said that he could wait until June 14, as was suggested to him by Director Diekmann. He agreed that he could do better on retail; perhaps reducing the hotel and expanding retail would be better. Mr. McGraw noted that they have already reduced the density - they could have more beds, but lowered it to make for better transition. After being questioned by the Mayor, Mr. McGraw stated that he can't further lower the residential density and make the project work.

ROADWAY PRESERVATION EASEMENT AT 3599 GEORGE WASHINGTON CARVER AVENUE: Civil Engineer Eric Cowles stated that the City Council, on May 10, 2016, had referred a request to vacate the existing Roadway Preservation Easement located on the east side of 3599 George Washington Carver. He noted that the property at 3599 George Washington Carver was approved for annexation for the development of single-family residential housing as Scenic Point Subdivision.

According to Mr. Cowles, the July 2015 Plat of Survey shows a Roadway Preservation Easement over the eastern 60' of the property in question. The Easement was approved by City Council Resolution No. 15-440 and recorded in anticipation of the eventual extension of Bloomington Road over Squaw Creek to County Line Road, which is shown in the 2035 Long Range Transportation Plan (LRTP). The Easement was intended to accommodate the realignment of George Washington Carver Avenue in association with the extension of Bloomington Road. The Roadway Preservation Easement impacts the developer's desired development of the property; however, staff believes that maintaining the Preservation Easement helps preserve the ability to provide right-of-way for the Bloomington Road Extension should a future LRTP show the need for the road.

Traffic Engineer Damion Pregitzer stated that the extension of Bloomington Road over Squaw Creek to County Line Road is not currently shown as a project in the 2040 Long-Range Transportation Plan. He noted that the LRTP identifies and prioritizes projects over a 25-year period; projects that may become a priority beyond that time frame are not shown on the Plan. Mr. Pregitzer noted that the road may never be necessary; however, there are other options if it is needed.

Council Member Gartin said he believes that Ames is suffering from a lack of arterials through the community. Council Member Nelson offered that he agreed with Mr. Pregitzer that there are options for a road should it be necessary in the future. Mr. Pregitzer noted that because this road project has fallen out of the LRTP for the next 25 years – not only agreed to by City staff, but also by the Plan's consultants - it appears that it might not be needed at all or at least won't be needed in the next 25 years.

Mr. Winkleblack reported that the Easement was not in place when the property was purchased; it wasn't approved until a year ago.

Mr. Cowles noted that the developer is only requesting to vacate a portion of the Easement along the east side; part of the Easement on the lower east side and all along the south side would still remain.

It was pointed out by Mr. Winkleblack that most of the ground in question is in the flood plain. He told the Council that what is being proposed is a \$35 - 40 million project.

Council Member Gartin asked if there were any alternatives. Traffic Engineer Pregitzer showed the Council a possible alternative, if a road were to be necessary in the future.

Moved by Nelson, seconded by Corrieri, to adopt RESOLUTION NO. 16-324 to set June 28, 2016 as the date of public hearing to vacate the Roadway Preservation Easement.

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

2015/16 AND 2017/18 TRAFFIC SIGNAL PROGRAMS: Moved by Orazem, seconded by Nelson, to adopt RESOLUTION NO. 16-315 approving the funding agreement for Urban Statewide Traffic Engineering Program (U-STEP) for University Boulevard and U.S. Highway 30 West-Bound Off-Ramp (2015/16).

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

Moved by Orazem, seconded by Nelson, to adopt RESOLUTION NO. 16-316 approving the funding agreement for Urban Statewide Traffic Engineering Program (U-STEP) for East 13th Street and Interstate 35 North-Bound Off-Ramp (2017/18).

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

Moved by Orazem, seconded by Nelson, to adopt RESOLUTION NO. 16-317 approving final plans and specifications and awarding a contract to Iowa Signal, Inc., of Grimes, Iowa, in the amount of \$184,070.66.

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

HEARING ON MAJOR LAND USE POLICY PLAN (LUPP) AMENDMENT FOR 3115, 3409, AND 3413 SOUTH DUFF AVENUE: City Planner Charlie Kuester advised that in January 2015, the City Council initiated a LUPP Amendment at the request of Dickson Jensen for 57 acres, which has now been reduced to 44 acres, of land he owns in the 3100 to 3400 block of South Duff Avenue. The property lies on the west side of South Duff Avenue and east of the Ames Municipal Airport. It has frontage on the north side and south side of Story Memorial Gardens, a private cemetery. The LUPP currently identifies the area in question as Highway-Oriented Commercial. Mr. Jensen proposed a high-density residential development while retaining a portion of the site for commercial use. The Council designated this request as a Major LUPP Amendment due to the type of change and the size of the request.

Mr. Kuester clarified that the developer's request is for the west and south portion of the property to be designated as High-Density Residential while retaining the frontage north of the cemetery as Highway-Oriented Commercial.

According to Planner Kuester, during an open house in February 2015 and subsequent workshop in March 2016, two primary issues of concern to the neighbors were raised: (1) traffic on U. S. Highway 69 and (2) storm water management. The developer completed studies for traffic impacts from

development of the site and how the site's development would fit within the City's desire to improve storm water management within the general area. The studies found that significant improvements are needed along Duff Avenue due to current conditions, expected future growth, and specific impacts of the developer's proposed plan. The storm water assessment concluded that development of the site and the City's interest in storm water detention facilities could both be accommodated through a coordinated effort.

Planner Kuester advised that the Planning and Zoning Commission, at its meeting on May 4, 2016, had voted 4-1 to support changing the majority of the site to High-Density Residential and retaining Highway-Oriented Commercial along the South Duff Avenue frontage north of the cemetery.

Mayor Campbell opened the public hearing.

Dinah Kerksieck, 621 Garden Road, Ames, noted that there is a bicycle path parallel to Duff Avenue that goes to the State Forest Nursery; it is currently gravel. Ms. Kerksieck would like to see the bicycle path paved. Ms. Kerksieck raised the issue of the increased traffic that would be created by this development; there would only be two access points. She believes that the area either needs to stay commercial or there needs to be another exit out of the area that leads to Airport Road. On the flooding issue, Ms. Kerksieck noted the amount of water that stands at the lower end of the proposed development, and sometimes goes over the road, during major rain events. Civil Engineer Cowles noted that the Request For Proposals for design services for water detention improvements went out last week.

Deb Martin, 627 Garden Road, Ames, pointed out that South Duff Corridor is already overburdened with traffic. More High-Density Residential and commercial development is now being proposed in this project, which will make the situation even worse. Ms. Martin said that she had spoken with her neighbors and none of them believe that this development will benefit the neighborhood. Residents are very concerned about more flooding with more concrete. She noted that South Duff is one of only two major north/south roads into the City. Ms. Martin advised that she was speaking for many of her neighbors, who could not stay until this late hour, but all of them ask that the Council reject the proposal.

Dan Fleming, 3505 South Duff, Ames, expressed support for the project. He believes that a detention pond will help with the flooding.

Rhonda Sweter, 3324 South Duff, Ames, said that her home of 35 years is directly across the street from the proposed development. Ms. Sweter advised that she would rather have a housing development than a commercial development. She emphasized that something needs to be done about the traffic and the flooding.

Matt Younis, 112 East Second Street, Ames, urged the Council to vote in favor of approving the Major LUPP Amendment.

Luke Jensen, 2519 Chamberlain, Ames, said that the proposal has been under review by the City for nearly 18 months. He emphasized that the developers are dedicated to being respectful to the key stakeholders and neighborhood. Mr. Jensen told the Council that they are proposing this project due to the market demand for workforce housing. Modern storm water management practices to be put in place as part of this project will benefit the area in question.

No one else came forward to speak, and the Mayor closed the hearing.

Moved by Orazem, seconded by Corrieri, to approve the Major Amendment to the LUPP for 3115, 3409, and 3413 South Duff Avenue and designate that Highway-Oriented Commercial be retained for the frontage along South Duff Avenue north of the cemetery and designate the remainder as High-Density Residential.

Council Member Gartin encouraged the neighborhood residents to read the Council Action Form to see how staff is proposing to address their concerns.

Roll Call Vote: 4-1. Voting aye: Corrieri, Gartin, Nelson, Orazem. Voting nay: Beatty-Hansen. Resolution declared adopted, signed by the Mayor, and hereby made a portion of these Minutes.

HEARING ON FINAL AMENDMENTS TO FISCAL YEAR 2015/16 BUDGET: The Mayor opened the public hearing. There was no one who wished to speak, and the hearing was closed.

Moved by Orazem, seconded by Corrieri, to adopt RESOLUTION NO. 16-319 amending the current budget for Fiscal Year ending June 30, 2016.

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

HEARING ON GRANTING PUBLIC UTILITY EASEMENT TO IOWA STATE UNIVERSITY ALONG SOUTH RIVERSIDE DRIVE: Mayor Campbell opened the hearing and closed same after no one came forward to speak.

Moved by Corrieri, seconded by Orazem, to adopt RESOLUTION NO. 16-320 granting a Public Utility Easement to Iowa State University along South Riverside Drive.

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

HEARING ON ELECTRIC MAINTENANCE SERVICES FOR POWER PLANT: The public hearing was opened by the Mayor. She closed same after no one asked to speak.

Moved by Nelson, seconded by Corrieri, to accept the Report of Bids and delay award of the contract. Vote on Motion: 5-0. Motion declared carried unanimously.

HEARING ON 2014/15 SANITARY SEWER REHABILITATION #2 (2016 FLOOD PRONE MANHOLE REHABILITATION): Mayor Campbell opened the public hearing. It was closed after no one requested to speak.

Council Member Beatty-Hansen referenced an email that had been sent to the Council late this afternoon from the apparent low bidder. Council Member Corrieri noted that it had come in after the Council meeting had started, so many of them had not seen it.

Moved by Corrieri, seconded by Beatty-Hansen, to adopt RESOLUTION NO. 16-321 approving final plans and specifications and awarding a contract to Save Our Sewers of Cedar Rapids, Iowa, in the amount of \$1,032,105.23.

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

HEARING ON NUISANCE ASSESSMENTS: The public hearing was opened. No one came forward to speak, and the hearing was closed.

Moved by Nelson, seconded by Beatty-Hansen, to adopt RESOLUTION NO. 16-322 assessing the costs of snow/ice removal and certifying assessments to the Story County Treasurer.
Roll Call Vote: 5-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

ORDINANCE REZONING, WITH MASTER PLAN, 3535 SOUTH 530TH AVENUE: Moved by Orazem, seconded by Nelson, to pass on second reading an ordinance rezoning, with Master Plan, 3535 South 530th Avenue from Agricultural (A) to Suburban Residential Medium Density (FS-RM) and Residential High Density (RH).
Roll Call Vote: 5-0. Motion declared carried unanimously.

Mayor Campbell noted that the developer had requested suspension of the rules and adoption of the Ordinance at this meeting.

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

Moved by Orazem, seconded by Nelson, to pass on third reading and adopt ORDINANCE NO. 4260 rezoning, with Master Plan, 3535 South 530th Avenue from Agricultural (A) to Suburban Residential Medium Density (FS-RM) and Residential High Density (RH).
Roll Call Vote: 5-0. Ordinance declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

ORDINANCE ADJUSTING STORM WATER RATES: Moved by Orazem, seconded by Corrieri, to pass on second reading an ordinance adjusting the Storm Water Rates.
Roll Call Vote: 5-0. Motion declared carried unanimously.

ORDINANCE REVISING MUNICIPAL CODE SECTION 28.102 REGARDING THE ENERGY COST ADJUSTMENT (ECA): Moved by Nelson, seconded by Corrieri, to pass on second reading an ordinance revising *Municipal Code* Section 28.102 regarding the Energy Cost Adjustment (ECA).
Roll Call Vote: 5-0. Motion declared carried unanimously.

COUNCIL COMMENTS: Moved by Orazem, seconded by Gartin, to direct staff to ask the Union Pacific Railroad if it would allow a parking ramp spanning the tracks south of Main Street.
Vote on Motion: 5-0. Motion declared carried unanimously.

ADJOURNMENT: Moved by Corrieri, seconded by Beatty-Hansen, to adjourn the meeting at 10:56 p.m.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor

**MINUTES OF THE SPECIAL MEETING OF
THE AMES CITY COUNCIL**

2b

AMES, IOWA

MAY 24, 2016

The Ames City Council met in special session at 5:20 p.m. on May 24, 2016, in the Council Chambers in City Hall, 515 Clark Avenue, pursuant to law with Mayor Ann Campbell presiding and the following Council members present: Bronwyn Beatty-Hansen, Amber Corrieri, Tim Gartin, Chris Nelson, and Peter Orazem. Council Member Gloria Betcher was absent. *Ex officio* Member Sam Schulte was also present.

STAFF REPORT ON LEAD IN DRINKING WATER: Water and Pollution Control Director John Dunn stated that since the lead contamination of water in Flint, Michigan, City staff has been fielding calls from concerned residents as to whether that type of contamination could occur in Ames. Mr. Dunn stated that first and foremost, the City of Ames water treatment bears no resemblance whatsoever to that of the City of Flint, Michigan. Secondly, Ames' water chemistry is designed to treat any lead in the water when it leaves the Water Plant. According to Mr. Dunn, there are approximately 19,000 individual customer accounts in the City. Based on staff analysis, there are approximately 300 homes that still contain lead somewhere in their service lines. Over 98.5% of the customers have virtually 0% chance of lead in their water. The other 1.5% have a very low risk. It was noted that the water main and water meter are City-owned. The customer owns the tap, curb stop valve, and valves on the sides of the water meter. In order to have lead contamination, two things must be present: lead service lines and water chemistry that allows lead into the system. Mr. Dunn emphasized that having lead service lines does not necessarily mean that there is any lead contamination of the water.

Director Dunn provided the results of recent lead monitoring in Ames. He stated that letters will be sent out tomorrow to the approximately 300 homes that still have lead service lines. In addition, an interactive GIS map will go live on the City's Web site tomorrow where people can put in their address and find out if their home has lead service lines. If a customer's home is known to contain lead service lines, the City will test the water at no charge to the customer. According to Mr. Dunn, lead filters can be purchased at home improvement stores and hardware stores in Ames for those whose water tested shows that it contains lead at or above 15 parts per billion. Council Member Gartin requested that the City notify the owner of the property as well as any tenant.

At the inquiry of Council Member Gartin, Director Dunn stated that the City has no knowledge of any illnesses resulting to Ames residents as a result of lead contamination. The City has asked to be informed by local medical providers if that ever does occur.

Ex officio Member Schulte noted that the pH in Ames stands at 9.5. A check of the EPA standards stated that 8.5 is the norm, which would make Ames higher than average. Lyle Hammes, Water Plant Superintendent, indicated that there is a combination of a lot of factors that goes into water stability; one of those is alkalinity.

Council Member Orazem asked if the Rental Housing Code addresses water service lines. Mr. Dunn said, to his knowledge, there is no requirement contained in the Code pertaining to water service lines.

ADJOURNMENT: Moved by Nelson, seconded by Beatty-Hansen, to adjourn the Special Meeting at 5:53 p.m.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor

MINUTES OF THE SPECIAL MEETING OF THE AMES CITY COUNCIL

AMES, IOWA

MAY 31, 2016

The Ames City Council met in Special Session at 6:00 p.m. on the 31st day of May, 2016, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law with Mayor Pro-Tem Peter Orazem presiding and the following Council members present: Gloria Betcher, Amber Corrieri, Tim Gartin, Bronwyn Beatty-Hansen, and Chris Nelson. *Ex officio* Member Sam Schulte was absent.

**HEARING ON GRANTING ACCESS EASEMENT ACROSS CITY PROPERTY
(CAMPUSTOWN PARKING LOT X) TO BENEFIT 122 HAYWARD AVENUE:**

City of Ames Attorney Judy Parks briefed the proposed easement agreement.

Council Member Gartin asked if this access easement is no longer needed, would it be possible to create a revisionary easement that would revert back to the City. This would be protective towards the City, but no harm to the owner. Attorney Parks said that is correct.

Moved by Gartin seconded by Betcher to adopt RESOLUTION NO. 325 granting an easement to Campus Plaza, LC, that will allow ingress and egress across City land addressed as 115 Welch Avenue (Campustown Parking Lot X), and to negotiate Alternative #1 with an additional proviso that stipulates the boundaries of the easement and the involved parties would agree to a revisionary clause when the easement is no longer needed.

Roll Call Vote: 5-0. Voting aye: Betcher, Beatty-Hansen, Orazem, Gartin, Corrieri. Abstaining: Nelson. Resolution declared adopted, signed by the Mayor, and hereby made a portion of these Minutes.

Moved by Gartin, seconded by Corrieri to adopt RESOLUTION NO. 326 approving release of Restrictive Covenant on 104 S. Hazel Avenue (Story County Community Life building).

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

COMMENTS:

Moved by Nelson, seconded by Beatty-Hansen, to refer to staff for a memo the letter from Ames Progressive Alliance concerning the SolSmart program and application to receive no-cost technical assistance. Vote on Motion: 6-0. Motion declared carried unanimously.

Moved by Nelson, seconded by Gartin, to refer to staff for a memo the letter from Justin Dodge of Hunziker Companies regarding a text amendment to other zoning categories to mirror the PRD where staff can approve minor changes in the mixed use project at 3505/3515 Lincoln Way. Vote on Motion: 6-0. Motion declared carried unanimously.

ADJOURNMENT: Moved by Orazem to adjourn the meeting at 6:42 p.m.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor

Heidi R. Petersen, Recording Secretary

MINUTES OF THE AMES CIVIL SERVICE COMMISSION

AMES, IOWA

MAY 26, 2016

The Ames Civil Service Commission convened in regular session at 8:15 a.m. on May 26, 2016, in the Council Chambers of City Hall, 515 Clark Avenue. Because it was impractical for the Commission members to be present in person, Commission Members Crum, Pike, and Ricketts were brought into the meeting telephonically.

APPROVAL OF MINUTES: Moved by Pike, seconded by Ricketts, to approve the minutes of the April 28, 2016, Civil Service Commission meeting as written.
Vote on Motion: 3-0. Motion declared carried unanimously.

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

Senior Engineering Technician:	Jesus Campa	83
	Shawn Cole	77
	Scott Miller	75

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

COMMENTS: The next regularly scheduled Civil Service Commission meeting was set for June 23, 2016, at 8:15 a.m.

ADJOURNMENT: The meeting adjourned at 8:17 a.m.

Michael R. Crum, Chair

Jill Ripperger, Recording Secretary



REPORT OF CONTRACT CHANGE ORDERS

Period:	<input type="checkbox"/>	1 st – 15 th
	<input checked="" type="checkbox"/>	16 th – End of Month
Month & Year:	May 2016	
For City Council Date:	June 14, 2016	

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)
Public Works	2015/16 Arterial Street Pavement Improvements (13 th Street)	1	\$83,500.00	Shive-Hattery, Inc.	\$0.00	\$16,600.00	T. Warner	MA
Parks & Recreation	Ames/ISU Ice Arena Flooring	1	\$135,687.50	Rink Systems Inc.	\$0.00	\$-(8,900.00)	K. Abraham	MA
Public Works	Construction Observation ISU Research Park Phase III Paving	1	\$128,830.00	Shive-Hattery, Inc.	\$0.00	\$25,250.00	B. Kindred	MA
Electric Services	Power Plant Fuel Conversion - Electrical Installation General Work Contract	1	\$3,145,149.00	FPD Power Development, LLC	\$0.00	\$12,044.24	B. Trower	CB
			\$		\$	\$		
			\$		\$	\$		

Applicant License Application ()

Name of Applicant: <u>The Sports Page Bar & Grill, Inc</u>		
Name of Business (DBA): <u>The Sports Page Bar & Grill</u>		
Address of Premises: <u>3720 Lincoln Way</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50014</u>
Business <u>(515) 292-2644</u>		
Mailing <u>3720 Lincoln Way</u>		
City <u>Ames</u>	State <u>IA</u>	Zip: <u>50014</u>

Contact Person

Name <u>Kalli Roberts</u>	
Phone: <u>(515) 227-0487</u>	Email <u>kallijack@msn.com</u>

Classification Class C Liquor License (LC) (Commercial)
Term: 12 months
Effective Date: 06/10/2016
Expiration Date: 01/01/1900
Privileges:
Catering Privilege
Class C Liquor License (LC) (Commercial)
Sunday Sales
Status of Business

BusinessType: <u>Privately Held Corporation</u>	
Corporate ID Number: <u>148056</u>	Federal Employer ID <u>421365514</u>

Ownership
Joe Cain

First Name: Joe **Last Name:** Cain
City: Fort Dodge **State:** Iowa **Zip:** 50501
Position: Vice President
% of Ownership: 50.00% **U.S. Citizen:** Yes

Jim Bird

First Name: Jim **Last Name:** Bird
City: Fort Dodge **State:** Iowa **Zip:** 50501
Position: President
% of Ownership: 50.00% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company: <u>Continental Western Insurance Company</u>
--

Insurance Company: Continental Western Insurance Company

Policy Effective Date: 06/10/2016

Policy Expiration 06/09/2017

Bond Effective

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:

*Caring People
Quality Programs
Exceptional Service*

TO: Mayor Ann Campbell and Ames City Council Members

FROM: Lieutenant Dan Walter – Ames Police Department

DATE: June 8, 2016

SUBJECT: ITEM NO. 6 a – k: Beer Permits & Liquor License Renewal

The Council agenda for June 14, 2016, includes beer permits and liquor license renewals for:

- Class A Liquor & Outdoor Service – Green Hills Residents’ Association, 2200 Hamilton Drive, Ste. 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 #214, 111 Duff Avenue
- 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 C Liquor - McFlys, 115 5th Street
- Class C Liquor – Red Lobster #747, 1100 Buckeye Avenue

A routine check of police records for the past twelve months found no violations for any of the above listed businesses. The police department recommends renewal of these licenses.

Name of Applicant: <u>Texas Roadhouse Holdings LLC</u>		
Name of Business (DBA): <u>Texas Roadhouse</u>		
Address of Premises: <u>519 South Duff Avenue</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50010</u>
Business <u>(515) 232-7427</u>		
Mailing <u>6040 Dutchmans Lane</u>		
City <u>Louisville</u>	State <u>KY</u>	Zip: <u>40205</u>

Contact Person

Name <u>Katie McCullum</u>
Phone: <u>(502) 855-5512</u> Email <u>katie.mccullum@texasroadhouse.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term: 12 months

Effective Date: 07/02/2017

Expiration Date:

Privileges:

Class C Liquor License (LC) (Commercial)

Status of Business

BusinessType: <u>Limited Liability Company</u>
Corporate ID Number: <u>232415</u> Federal Employer ID <u>31-1515794</u>

Ownership

W. Kent Taylor

First Name: W. Kent **Last Name:** Taylor
City: Crestwood **State:** Kentucky **Zip:** 40014
Position: Chief Executive Officer
% of Ownership: 0.00% **U.S. Citizen:** Yes

Texas Roadhouse, Inc. (Publicly Traded Company)

First Name: Texas Roadhouse, Inc. **Last Name:** (Publicly Traded Company)
City: Louisville **State:** Kentucky **Zip:** 40205
Position: Manager/Owner
% of Ownership: 100.00% **U.S. Citizen:** Yes

Scott Colosi

First Name: Scott **Last Name:** Colosi
City: Louisville **State:** Kentucky **Zip:** 40245
Position: President
% of Ownership: 0.00% **U.S. Citizen:** Yes

Celia Catlett

First Name: Celia **Last Name:** Catlett
City: Fisherville **State:** Kentucky **Zip:** 40023
Position: Gen Counsel / Corp Sec
% of Ownership: 0.00% **U.S. Citizen:** **Yes**

Chris Jacobsen

First Name: Chris **Last Name:** Jacobsen
City: Anchorage **State:** Kentucky **Zip:** 40223
Position: Chief Marketing Officer
% of Ownership: 0.00% **U.S. Citizen:** **Yes**

Insurance Company Information

Insurance Company: <u>Twin City Fire Insurance Company</u>	
Policy Effective Date: <u>07/02/2016</u>	Policy Expiration <u>07/02/2017</u>
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

Name of Applicant: <u>Mucky Duck Pub, L.L.C</u>		
Name of Business (DBA): <u>The Mucky Duck Pub</u>		
Address of Premises: <u>3100 S Duff avenue</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50010</u>
Business	<u>(515) 598-5127</u>	
Mailing	<u>3100 S Duff avenue</u>	
City <u>Ames</u>	State <u>IA</u>	Zip: <u>50010</u>

Contact Person

Name <u>Marcus Johnson</u>
Phone: <u>(515) 450-0566</u> Email <u>info@amesbritishfoods.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term:12 months

Effective Date: 08/26/2015

Expiration Date: 08/25/2016

Privileges:

Class C Liquor License (LC) (Commercial)

Outdoor Service

Status of Business

BusinessType: <u>Limited Liability Company</u>
Corporate ID Number: <u>462691</u> Federal Employer ID

Ownership

Marcus Johnson

First Name: Marcus **Last Name:** Johnson
City: Ames **State:** Iowa **Zip:** 50010
Position: Owner
% of Ownership: 100.00% **U.S. Citizen:** No

LeAnne Rohrberg-Johnson

First Name: LeAnne **Last Name:** Rohrberg-Johnson
City: **State:** Iowa **Zip:** 50010
Position: Spouse
% of Ownership: 0.00% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company: <u>Integrity Insurance</u>
--

Policy Effective Date:

Policy Expiration

Bond Effective

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:

**CITY OF AMES, IOWA
APPLICATION FOR PERMIT TO DISPLAY FIREWORKS**

Name of Event: Iowa games

Name of Organization Sponsoring Event: Iowa Sports Foundation, Inc. d/b/a Iowa Games

Address of Organization: 1421 S Bell Ave #104, Ames, IA 50010

Name of Applicant: Flashing Thunder Fireworks

Telephone: 641-732-5558 E-mail address: jeremy@flashingthunder.com

Organization's On-site Manager or Contact for Day of Display: Jeremy Mostek

Contact's Cell Phone Number on Day of Display: 641-220-2550

Date & Time of Event: July 15th, 2016, Dark Rain Date(s) & Time: No Rain Date

Exact Location of shoot/display*: Corner of SE 16th Street & University Ave (ISU Parking Lot G3)

Size and Type of Display: (attach program, if possible) 4 1/2 inch shells. Program Attached

Name of Fireworks Supplier: Flashing Thunder Fireworks

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

Jeremy Mostek - President of Flashing Thunder. Docs attached
(Please submit a resume showing pyrotechnic certification or qualifications of this person.)

Work-week Phone: 641-732-5558 Cell Phone (for day of display): 641-220-2550

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

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

Signature of Applicant: Jeremy Mostek Date: 5/6/16

Signature of Display Operator: [Signature] Date: 5/6/16

Date Fee (\$25.00) Paid: X Fire Inspector: Tom Henriksen

pd. w/ck # 6420 on 5/27/16

City of Ames Fireworks Permit Application

**CITY OF AMES, IOWA
APPLICATION FOR PERMIT TO DISPLAY FIREWORKS**

Name of Event: City of Ames Independence Day Celebration Fireworks

Name of Organization Sponsoring Event: Ames Young Professionals

Address of Organization: 304 Main Street, Ames, IA 50010

Name of Applicant: Sarah Buss

Telephone: 515.232.2310 E-mail address: Sarah@ameschamber.com

Organization's On-site Manager or Contact for Day of Display: Sarah Buss

Contact's Cell Phone Number on Day of Display: 515.450.7640

Date & Time of Event: July 3rd, 2016 - 10:00 p.m. Rain Date(s) & Time: July 5th, 2016 - 10:00 p.m.

Exact Location of shoot/display*: Parking Lot G7 East of Jack Trice Stadium - See Aerial View attached

Size and Type of Display: (attach program, if possible) 3", 4", 5" Shells & Finale Strings - See attached

Name of Fireworks Supplier: J & M Displays

Name of Display Operator / Responsible Shooter *who will be present on the day of the event:*
Tony Mosher - See Attached for Resume and Credentials
(Please submit a resume showing pyrotechnic certification or qualifications of this person.)

Work-week Phone: 515.210.7942 Cell Phone (for day of display): 515.210.7942

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

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

Signature of Applicant: *Sarah Buss* Date: 6-9-16

Signature of Display Operator: *Kelvin P Buercher* Date: 6/1/2016

Date Fee (\$25.00) Paid: X Fire Inspector: *Tom Henniksen*

COUNCIL ACTION FORM

SUBJECT: COPPER CABLE PURCHASE FOR ELECTRIC SERVICES

BACKGROUND:

This bid is for the purchase of 6,000 feet of 15kV 500 KCMIL copper cable to replenish inventory for Electric Services. This cable is kept on hand in order to ensure availability for the department's needs. This cable is typically used to provide service for commercial and residential applications, and is necessary to meet the anticipated needs of Electric Services for new construction and maintenance projects.

On May 19, 2016, an invitation to bid (ITB) was issued to forty-eight vendors. The ITB was advertised on the Current Bid Opportunities section of the Purchasing webpage.

On June 7, 2016, seven bids were received as shown below:

BIDDER	TOTAL COST
Kriz –Davis Co (bid #1) Ames, IA	Did not meet spec
Power Line Supply Williamsburg, IA	\$47,379.60
Graybar Jefferson City, MO	Did not meet spec
RESCO Ankeny, IA	\$48,292.95
Kriz –Davis Co (bid #2) Ames, IA	\$61,201.86
RESCO (bid #2) Ankeny, IA	\$62,143.46
Wesco Distributors Des Moines, IA	\$74,272.98

After bids were received staff learned that the specification issued with the bidding document was not correct. As a result, the bidders did not submit bids on the cable that Electric Services needs to purchase. Based on this staff recommends rejecting all bids received and rebidding with the correct specification.

ALTERNATIVES:

1. Reject all bids and direct staff to rebid.
2. Award the contract to one of the bidders. Of note, the apparent low bidder, Kriz – Davis Co (bid #1) did not meet the specifications of the bid document as it was sent out. If this alternative is chosen, staff recommends awarding the contract to Power Line Supply of Williamsburg, IA. This is the apparent low bidder that meets the outdated specifications that were included with the bid.

MANAGER'S RECOMMENDED ACTION:

It is important to purchase cable at the lowest possible cost with minimal risk to the City. It is also imperative to have this cable available to meet department's needs. The bid package was sent out using an older specification sheet. To correct this, the material should be re-bid using the most current specification sheet.

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

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 for Ames Municipal Cemetery are hereby adopted or adjusted effective July 1, 2016, and codified as Appendix A:

Effective July 1, 2016

Lots

Adult	\$560.00/space	\$140.00 perpetual care ¹
Infant	\$150.00/space	\$50.00 perpetual care ¹

Interment (Does not include price of lot)

Regular - Adult	\$700.00
Regular - Infant	\$250.00
Weekend/Holiday - Adult ²	\$975.00
Weekend/Holiday - Infant ²	\$350.00
For interments that require Winter rate, add:	\$150.00

Columbarium

Niche	\$960.00 each	\$240.00 perpetual care ¹
-------	---------------	--------------------------------------

Interment of Cremation Remains (Does not include price of lot or niche)

Regular	\$400.00
Weekend/Holiday ²	\$475.00

Disinterment:

based on actual costs of time and materials; minimum charge is 2 x current charge for interment

Markers & Memorials

Installation service charge	\$25.00 each
-----------------------------	--------------

¹ The perpetual care fund is an irrevocable trust; monies deposited into the perpetual care fund are non-refundable. (*Iowa Code 523I.807*)

² City of Ames holidays are: New Year's Day, Presidents' Day, Memorial Day, Independence Day, Labor Day, two (2) days at Thanksgiving, and two (2) days at Christmas.
(*Res. #04-158, 4-27-04*)

SECTION TWO. The following Registration, License and Permit Fees are hereby adopted or adjusted effective July 1, 2016, and codified as Appendix D:

REGISTRATION/LICENSE FEES

Garbage Hauler	\$50.00/truck/year
Tree Surgeon.....	\$35.00/year
House Mover.....	\$25.00/year
Beer & Liquor.....	Varies
Cigarette	\$100.00/year
Vendor’s License	\$50.00/year

PERMITS

Road Race.....	\$25.00
Fireworks.....	\$25.00
Pawnbroker’s Permit.....	\$100.00/yr.
Peddler’s Permit (for 60 day license).....	\$35.00
Precious Metals Dealer’s Permit (for an annual permit).....	\$25.00
Sidewalk Café.....	\$35.00
Newspaper Vending Permit.....	\$20.00/machine
Temporary Portable Sidewalk Sign Permit (in DSC Zone).....	\$35.00

SECTION THREE. The following Public Works Fees are hereby adopted or adjusted effective July 1, 2016, 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
	Single garbage bag, each.....	\$3.00
	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

4. The plant will be closed on the following holidays: New Year's Day, President's Day, Memorial Day, 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 thirty-five dollars (\$35.00) 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 ½" x 11" (black & white)	\$.25
Paper, 11" x 17" (black & white)	\$.50
Paper, 8 ½" 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
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.

SECTION FOUR. The following Water and Pollution Control Fees are hereby adopted or adjusted effective July 1, 2016, and codified as Appendix Q:

WATER AND POLLUTION CONTROL FEES & CHARGES

Water Division

Bulk Water Service..... \$0.77/100 gallons

Water Meter Division *

	With Integral Radio	With Radio ERT
Meter & Setting Fees - Disc Style		
5/8" or 5/8" x 3/4" disc.	\$300.00	\$300.00
3/4" disc.	\$330.00	\$330.00
1" disc.	\$350.00	\$345.00
1 1/2" disc.	\$600.00	\$600.00
Meter & Setting Fees - Ultrasonic Style		
1 1/2"		\$710.00
2"		\$825.00
Meter & Setting Fees - Magnetic Style		
2"		\$2,300.00
3"		\$3,045.00
4"		\$3,720.00
6"		\$5,580.00
Meter & Setting Fees - Turbo Style		
2"		\$1,545.00
3"		\$2,145.00
4"		\$2,990.00
6"		\$5,950.00
Meter & Setting Fees - Misc. Meters		
Larger than 4" or alternative styles - to be determined when ordered		
Hydrant Meter**		\$210.00
Frozen/damaged meter		
Construction Meter		\$190.00
Meters 1-1/2" and larger	\$95 trip fee + repairs/replacement	
Meters 1" and smaller	\$60.00 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	\$172.00/occurrence
Unmetered use of water.....	\$2.26/day + \$15.02/month
Resetting fee for unauthorized meter removal	\$60.00
Customer requested meter test fee	\$95.00
Service or meter disconnect or reconnect fee	\$ 60.00/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 \$60.00 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 + \$32.76/100 gallons
Restaurant Grease Traps	\$45.00/load + \$26.38/100 gallons
Non-Domestic Waste	\$45.00/load + unit rate to be determined

* Non-Ames location surcharge	15%
Unauthorized Sewer Use.....	\$205.00/occurrence
Unmetered Sewer Use.....	\$2.61/day + \$17.96/month

High-Strength Surcharge Rates

<u>Parameter</u>	<u>Surcharge Rate</u>
Oxygen Demand	
CBOD ₅	\$0.43/lb.
COD	\$0.16/lb.
Nitrogen	
NH ₃ -N	\$1.51/lb.
TKN	\$0.98/lb.
Solids	
TSS	\$0.63/lb.
Fats, Oils, and Grease	
Oil and Grease	\$0.84/lb.

Restaurant Surcharge

Restaurant surcharge on sewer use for customers operating Food Service Establishments (Ord. No. 4199, 11-25-14)	\$0.00/100 cubic ft
--	---------------------

Administrative Division

Copies of Records *	
Black & White, 8 1/2" x 11"	\$0.10/copy
Black & White, 11" x 17"	\$0.20/copy
Color, 8 1/2" x 11"	\$0.20/copy
Color, 11" x 17"	\$0.40/copy

* Plus staff time to prepare records (wages & benefits)

SECTION FIVE. The following Ames Public Library Fees are hereby adopted or adjusted effective July 1, 2016, 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 Charge 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

Fax, per page.....	\$1.00
Photocopy/ print, per page, black & white.....	\$.10
Photocopy/print, per page, color.....	\$.50
Microfilm copy.....	\$.10

SECTION SIX. The following Plumbing, Mechanical, Electric and Building Permit Fees are hereby adopted or adjusted effective July 1, 2016, and codified as Appendix U:

Plumbing Permit Fee Schedule

<u>Job</u>	<u>Fee</u>
Basic Fee - (In addition to below fees) For new construction, additions, or alterations to multi-family, commercial and industrial.....	\$53.55
Basic Fee - (In addition to below fees) For existing 1 and 2 family dwelling additions and alterations	\$53.55
Building Sewer, new or renewal	\$6.45
Water service, new or renewal	\$6.45
Combined water & sewer, one ditch.....	\$10.10
Plumbing fixture, trap or appurtenance	\$2.70
*(including water, drainage, piping and backflow protection therefor)	
Building storm sewer.....	\$5.40 ea.
Storm sewer opening.....	\$4.05 ea.
Reinspection of defective work.....	\$53.55
Abandon sewer and water.....	\$7.75
Gas piping system, each outlet.....	\$4.05
Water heater and/or vent.....	\$2.70
Rainwater systems, per drain (inside building).....	\$2.70
Industrial waste per-treatment interceptor, including its trap and vent, excepting kitchen type grease interceptors functioning as fixture traps.....	\$2.70
Installation, alteration or repair of water piping and/or water treating equipment.....	\$2.70
Repair or alteration of drainage or vent piping.....	\$2.70
Lawn sprinkler system on any one meter, including backflow protection devices therefor	\$2.70
Vacuum breakers or backflow protective devices on tanks, vats, etc. or for installation on unprotected plumbing fixtures, including necessary water piping, each	\$2.70

*Appurtenance shall include any device or appliance requiring water or waste.

The minimum plumbing permit fee is \$53.55.

Mechanical Permits

<u>Job</u>	<u>Fee</u>
Basic Fee - (In addition to below fees) For new construction, multi-family, commercial additions and alterations.....	\$53.55
Basic Fee - (In addition to below fees) For existing 1 and 2 family dwelling additions and alterations	\$53.55
For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 Btu/h	\$11.80
For the installation or relocation of each forced-air or gravity-type furnace or burner, including ducts and vents attached to such appliance over 100,000 Btu/h.....	\$11.80
For the installation or relocation of each floor furnace, including vent	\$11.80
For the installation or relocation of each suspended heater, recessed wall heater or floor-mounted unit heat.....	\$11.80
For the installation, relocation or replacement of each appliance vent installed	\$5.95
For the installation or relocation of each boiler or compressor to and including three horsepower, or each absorption system to and including 100,000 Btu/h.....	\$11.80

For each air-handling unit to and including 10,000 cubic feet per minute, including ducts attached thereto	\$8.55
For each air-handling unit over 10,000 cfm	\$15.00
For each gas-piping system - each outlet	\$4.05
Reinspection	\$53.55
The minimum mechanical permit fee is \$53.55.	

Electrical Permit Fee Schedule

<u>Description of Work</u>	<u>Fee</u>
Basic Fee - (In addition to below fees)	
For multi-family, commercial, industrial, new construction, additions or alterations	\$53.55
For existing 1 and 2 family dwelling additions or alterations	\$53.55
Minimum fee (all new construction and alterations to other than single and two-family dwellings)	
New single family dwelling	\$80.35
Two family dwelling	\$123.20
Multiple family, commercial, industrial, follow schedule	
*(include additions or alterations to above)	
Unit Fee Schedule	
Meters, each meter	\$5.95 ea.
Circuits, each circuit	\$2.35 ea.
Openings, includes outlets, switches & receptacles	\$2.15 ea.
Fixed Appliances	
Range	\$5.95 ea.
Dryer	\$5.95 ea.
Dishwasher	\$5.95 ea.
Disposal	\$5.95 ea.
Furnace	\$5.95 ea.
Air Conditioner	\$5.95 ea.
Unit Heater	\$5.95 ea.
Water Heater	\$5.95 ea.
Electric Space Heater	\$5.95 ea.
Other	\$5.95 ea.
Fixtures	\$2.15 ea.
Motors (exclusive of circuits)	\$2.15 ea.
Reinspection	\$53.55
The minimum electrical permit fee will be \$53.55	

Other Inspections and Fees

Inspections outside of normal business hours	\$80.35
Reinspection fee	\$53.55
Inspections for which no fee is specifically indicated	\$53.55
Additional plan review required by changes, additions or revisions to approved plans	\$80.35
Administrative fee to cancel a permit	\$53.55

Signs

Illuminated/Non-Illuminated	\$90.65
Encroachment Permit	\$1.00/sf or \$25.00 minimum

Adopted this _____ day of _____, 20__.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor

COUNCIL ACTION FORM

SUBJECT: **APPROVAL OF 2016-17 PAY PLAN**

BACKGROUND:

Each year the City Council approves a Pay Plan that specifies pay ranges and steps for the City's work force. The attached 2016-2017 Pay Plan reflects negotiated wage settlements with the five bargaining units shown below, as well as a 2.75% scale increase for merit employee job classifications. Actual salary increases for merit employees are performance based and are established by two factors – each individual's performance rating, and positioning within the salary ranges for each grade. Each merit job grade has a minimum, midpoint and maximum within the pay plan. These are shown on both an annual and hourly basis. Funding for the various salaries was previously approved by Council in the 2016/17 Adopted Budget.

Based upon this last year's negotiations and arbitration rulings, the bargaining units' respective across-the-board settlements are 2.75% for IUOE-Blue Collar (E Pay Plan), 3% for IBEW-Electric Distribution (H Pay Plan), 2.62% for IUOE-Electric Production (I Pay Plan), 2.75% for IAFF-Fire (G Pay Plan), and 2.75% for PPME-Police (F Pay Plan). Unclassified job categories are adjusted proportionally with merit or union employees or the relevant labor market. The statutory minimum wage is included as the scale minimum for temporary Unclassified Laborers and Office Workers.

Also included in the Pay Plan is an alphabetical listing of every approved classification in the City of Ames. This listing includes the unique code for each position, the EEO (Equal Employment Opportunity) code, the FLSA (Fair Labor Standards Act) exemption code, and the pay grade. Pay grades for merit employees range from grade 51 to 96.

ALTERNATIVES:

1. Approve the attached 2016-2017 Pay Plan.
2. Do not approve the 2016-2017 Pay Plan.

MANAGER'S RECOMMENDED ACTION:

The Pay Plan document formally establishes pay ranges and steps for all City positions.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the 2016-2017 Pay Plan.

ALPHABETICAL LISTING

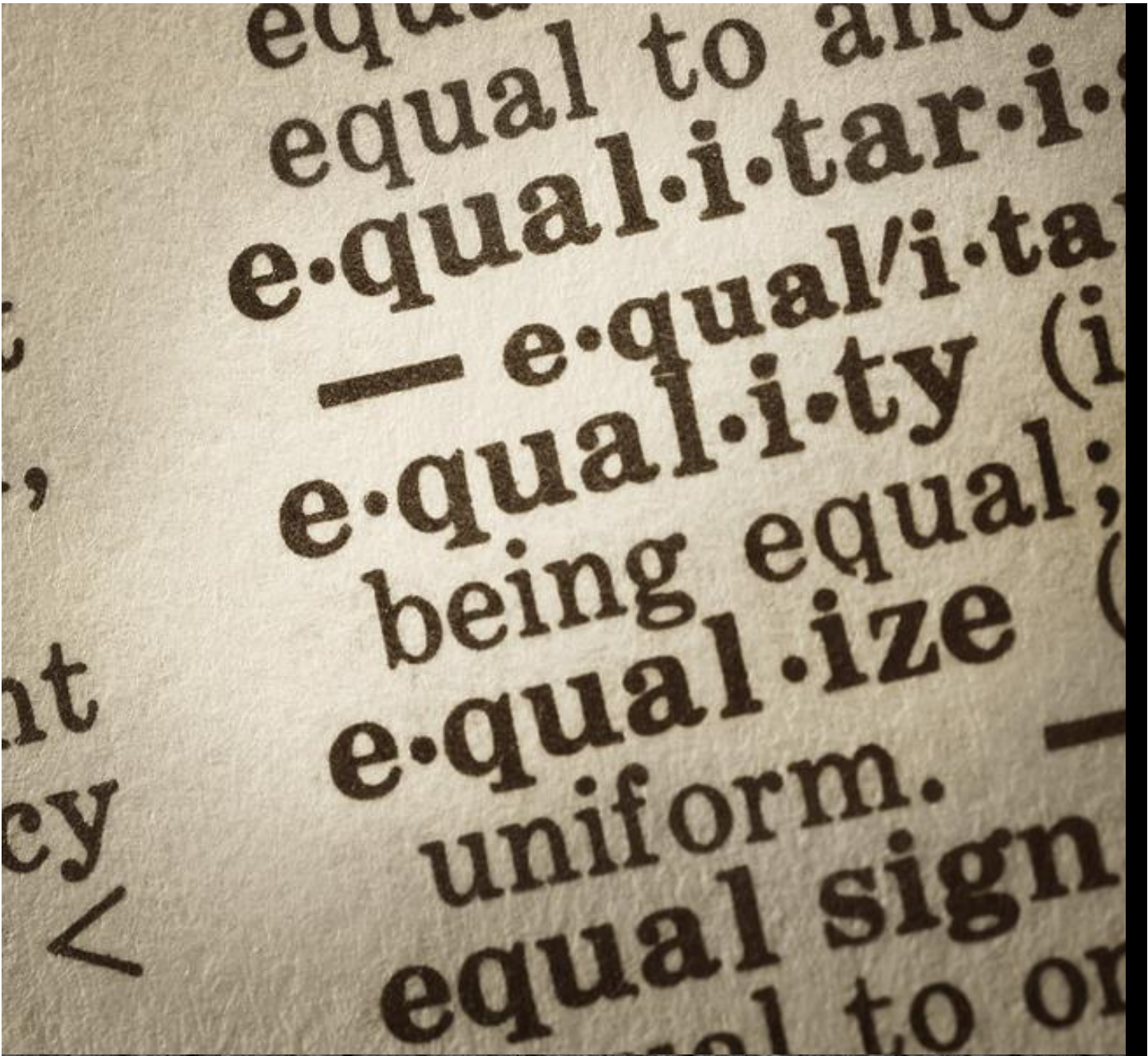
<u>CODE</u>	<u>HTE</u>	<u>EEO</u>	<u>FLSA</u>	<u>CLASSIFICATION</u>	<u>PAY GRADE</u>	<u>PAGE</u>
0133	----	6	NE	Account Clerk	56	2
0307	----	2	NE	Accountant	59	2
0124	----	1	E	Administrative Services Coordinator	60	2
2310	----	8	NE	Animal Control Attendant	Temporary	1
2308	400	6	NE	Animal Control Clerk	Union-F	7
2311	412	8	NE	Animal Control Officer	Union-F	7
2311	----	8	NE	Animal Control Officer	Temporary	1
2312	----	3	E	Animal Control Supervisor	61	2
4230	632	7	NE	Appr. Electric Meter Repair Worker	Union-H	9
4217	630	8	NE	Appr. Substation Electrician	Union-H	9
4214	628	7	NE	Apprentice Electric Lineworker	Union-H	9
1227	----	2	E	Assistant Building Official	60	2
0411	----	2	E	Assistant City Attorney	61	2
0612	----	1	E	Assistant City Manager	65	3
4331	----	1	E	Assistant Director Electric Services	94	2
5311	----	1	E	Assistant Director of Water and PC	63	2
313	----	1	E	Assistant Director of Finance	62	2
4222	----	2	E	Assistant Electric Distribution Supt.	90	2
0612	----	1	E	Assistant City Manager	65	3
1214	----	2	E	Assistant Planner	58	2
0611	----	1	E	Assistant to the City Manager	64	3
1317	----	1	E	Assistant Transit Director-Fleet & Facilities	62	2
1321	----	1	E	Assistant Transit Director-Operations	62	2
1314	----	5	E	Assistant Transit Operations Supervisor	60	2
3206	----	2	E	Auditorium/Bandshell Manager	59	2
0308	----	2	E	Budget Officer	61	2
6121	350	7	NE	Building Maintenance Specialist	Union-E	4
1224	----	1	E	Building Official	62	2
1226	315	1	NE	Building and Zoning Inspector	Union-E	4
0608	----	3	E	Cable Television Coordinator	57	2
0132	----	6	NE	Cashier	56	2
2223	----	1	E	Chief of Police	65	3
1124	----	3	NE	Civil Design Technician	59	2
1120	----	2	E	Civil Engineer I	60	2
1121	----	2	E	Civil Engineer II	62	2
0218	----	2	E	Client Support Coordinator	60	2
0215	----	5	NE	Client Support Specialist	57	2
1116	999	8	NE	Co-op	Temporary	1
4111	702	8	NE	Coal Handler	Union-I	10
1228	313	1	NE	Community Codes Liaison	Union-E	4
2209	----	4	NE	Community Safety Officer	Temporary	1
2206	----	4	NE	Community Safety Officer Coordinator	Temporary	1
5133	----	3	NE	Cross Connection Control Coordinator	59	2
6163	366	8	NE	Custodian	Union-E	5
6163	722	8	NE	Custodian	Union-I	11
2118	----	1	E	Deputy Fire Chief, Operations	63	2
2117	----	1	E	Deputy Fire Chief, Support Services	63	2
4332	----	1	E	Director of Electric Services	96	3
0314	----	1	E	Director of Finance	65	3

0174	----	1	E	Director of Fleet Services	65	3
0514	----	1	E	Director of Human Resources	65	3
3215	----	1	E	Director of Parks and Recreation	65	3
1232	----	1	E	Director of Planning and Housing	65	3
6232	----	1	E	Director of Public Works	65	3
1315	----	1	E	Director of Transit	65	3
5312	----	1	E	Director of Water and WPC	65	3
4224	----	1	E	Electric Distribution Manager	91	2
4310	----	5	NE	Electric GIS Specialist	59	2
4221	618	7	NE	Electric Line Foreman	Union-H	9
4215	614	7	NE	Electric Lineworker	Union-H	9
4231	620	7	NE	Electric Meter & Relay Technician	Union-H	9
4213	612	7	NE	Electric Service Worker	Union-H	9
4130	----	2	E	Electric Services Maintenance Supt	90	2
4129	----	2	E	Electric Services Operations Supt	90	2
4318	----	2	E	Electrical Engineer	90	2
4322	----	2	E	Electrical Engineering Manager	92	2
4311	622	5	NE	Electrical Engineering Assistant	Union-H	9
4312	624	3	NE	Electrical Engineering Technician	Union-H	9
1223	312	1	NE	Electrical Inspector	Union-E	4
6123	720	7	NE	Electrician	Union-I	11
2200	----	6	E	Emergency Communications Supervisor	60	2
4316	----	2	E	Energy Services Coordinator	60	2
1110	304	5	NE	Engineering Technician I	Union-E	4
1111	306	3	NE	Engineering Technician II	Union-E	4
5305	----	2	E	Environmental Engineer I	60	2
5306	----	2	E	Environmental Engineer II	61	2
4117	709	3	NE	Environmental Instrument & Control Tech	Union-I	10
5309	----	2	E	Environmental Specialist	60	2
2116	----	1	E	Fire Chief	65	3
2114	508	1	NE	Fire Inspector	Union-G	8
2112	506	2	NE	Fire Lieutenant	Union-G	8
2111	504	4	NE	Firefighter	Union-G	8
2119	----	2	E	Fire Training Officer	61	2
6140	----	1	E	Fleet Support Manager	61	2
1326	370	7	NE	Fleet Technician	Union-E	5
1125	----	2	E	GIS Coordinator	61	2
1115	----	3	NE	GIS Specialist	59	2
6221	----	7	NE	Grounds Foreman	58	2
6222	----	3	E	Grounds Supervisor	60	2
4211	608	8	NE	Groundswoker	Union-H	9
0509	----	2	E	Health Promotion Coordinator	60	2
6153	356	7	NE	Heavy Equipment Operator	Union-E	4
0212	----	6	NE	Help Desk Specialist	56	2
1216	----	2	E	Housing Coordinator	61	2
1225	314	1	NE	Housing Inspector	Union-E	4
0513	----	2	E	Human Resources Officer	61	2
0511	----	5	E	Human Resources Analyst	58	2
0222	----	1	E	Information Technology Manager	62	2
4118	709	3	NE	Instrument and Control Technician	Union-I	10
0312	----	2	E	Investment Officer	60	2
0213	----	5	NE	IT Operations Technician	57	2
0225	----	3	NE	IT Specialist - Public Safety	58	2
6111	362	8	NE	Laborer	Union-E	5

1318	320	8	NE	Laneworker	Union-E	4
4110	700	8	NE	Lead Coal Handler	Union-I	10
1328	371	7	NE	Lead Fleet Technician	Union-E	4
1307	321	8	NE	Lead Lane Worker	Union-E	4
1324	327	7	NE	Lead Mechanic (CyRide)	Union-E	4
2207	403	6	NE	Lead Police Records Clerk	Union-F	7
2229	----	6	NE	Lead Property-Evidence Technician	57	2
2229	----	6	NE	Lead Property-Evidence Technician	Temporary	1
0118	----	6	NE	Legal Secretary	57	2
0120	----	5	E	Legal Services Administrative Assistant	59	2
0119	----	6	NE	Legal Technician	57	2
3121	----	2	E	Librarian	58	2
3117	----	5	NE	Library Administrative Assistant	58	2
3108	----	1	E	Library Adult Services Manager	61	2
3113	----	5	NE	Library Assistant	57	2
3110	----	8	NE	Library Building Maintenance Supervisor	57	2
3106	----	6	NE	Library Clerk - Adult/Youth Services	53	2
3109	----	6	NE	Library Clerk - Customer Account Services	53	2
3111	----	6	NE	Library Clerk - Resource Services	53	2
3107	----	6	NE	Library Client Support Technician	57	2
3114	----	2	E	Library Community Relations Specialist	58	2
3129	----	2	E	Library Customer Account Services Manager	61	2
3123	----	1	E	Library Director	65	3
3120	----	2	E	Library IT Systems Administrator	60	2
3131	----	2	E	Library Operations Services Manager	61	2
3126	----	2	E	Library Reference Specialist	59	2
3105	----	2	E	Library Resource Services Manager	61	2
3132	----	5	E	Library Resource Services Technician	57	2
3130	----	2	E	Library Volunteer Coordinator	59	2
3128	----	2	E	Library Youth Services Manager	61	2
0166	----	6	NE	Mail Clerk	55	2
6112	344	8	NE	Maintenance Worker	Union-E	6
0614	----	2	E	Management Analyst	58	2
4315	----	3	E	Manager of Energy Market Operations	90	2
1323	325	7	NE	Mechanic (CyRide)	Union-E	4
1322	322	8	NE	Mechanic Assistant	Union-E	4
1322	323	8	NE	Mechanic Assistant (CyRide)	Union-E	4
2230	----	4	NE	Mental Health Advocate	59	2
0141	300	6	NE	Meter Reader	Union-E	4
1122	----	1	E	Municipal Engineer	63	2
0216	----	3	NE	Network Technician	57	2
9405	999	6	NE	Office Worker	Temporary	1
0131	402	6	NE	Parking Meter Attendant	Union-F	7
6114	348	8	NE	Parks Maintenance Specialist	Union-E	4
3213	----	1	E	Parks and Facilities Superintendent	62	2
3210	----	5	E	Parks and Facilities Supervisor	59	2
0134	----	6	NE	Payroll Clerk	57	2
1212	----	2	E	Planner	60	2
1230	----	5	E	Plans Examiner	59	2
5411	342	7	NE	Plant Maintenance Operator	Union-E	4
5111	329	7	NE	Plant Maintenance Specialist	Union-E	4
1222	310	1	NE	Plumbing Inspector	Union-E	4
2224	----	1	E	Police Commander	63	2
2222	----	2	E	Police Lieutenant	62	2

2212	408	4	NE	Police Officer	Union-F	7
2208	404	6	NE	Police Records Clerk	Union-F	7
2205	----	6	E	Police Records Supervisor	59	2
2221	----	3	E	Police Sergeant	61	2
2225	----	2	E	Police Support Services Manager	63	2
4112	704	7	NE	Power Plant Auxiliary Operator	Union-I	10
4323	----	2	E	Power Plant Engineer	90	2
4113	706	7	NE	Power Plant Fireworker	Union-I	10
4122	714	7	NE	Power Plant Maintenance Foreman	Union-I	11
4125	718	7	NE	Power Plant Maintenance Mechanic	Union-I	11
4124	716	8	NE	Power Plant Maintenance Worker	Union-I	11
4132	----	1	E	Power Plant Manager	92	2
4114	708	7	NE	Power Plant Operator	Union-I	10
0113	----	6	NE	Principal Clerk	56	2
0163	----	7	NE	Printing Services Technician	56	2
5412	343	8	NE	Process Maintenance Worker	Union-E	6
0175	----	5	NE	Procurement Specialist I	57	2
0172	----	5	NE	Procurement Specialist II	59	2
2228	----	6	NE	Property/Evidence Technician	56	2
2228	----	6	NE	Property/Evidence Technician	Temporary	1
0713	----	2	E	Public Relations Officer	61	2
2202	406	6	NE	Public Safety Dispatcher	Union-F	7
2201	416	6	NE	Public Safety Lead Dispatcher	Union-F	7
2204	----	6	NE	Public Safety Quality Assurance Coordinator	Temporary	1
0714	----	6	E	Public Works Management Analyst	58	2
6230	----	1	E	Public Works Operations Manager	62	2
6231	----	3	E	Public Works Operations Supervisor	61	2
0169	----	6	NE	Purchasing Clerk	56	2
0173	----	2	E	Purchasing Manager	62	2
0711	602	6	NE	Records and Materials Specialist	Union-H	9
9500	----	6	E	Records Manager/City Clerk	61	2
3201	----	5	E	Recreation Coordinator	57	2
3202	----	5	E	Recreation Coord - Aquatics & Activities	57	2
3214	----	1	E	Recreation Superintendent	62	2
5222	----	2	E	Resource Recovery Asst. Superintendent	61	2
6154	372	7	NE	Resource Recovery Equipment Operator	Union-E	4
5220	339	7	NE	Resource Recovery Lead Operator	Union-E	4
5221	340	7	NE	Resource Recovery Maint. Operator	Union-E	4
6119	724	8	NE	Resource Recovery Maint. Tech. I	Union-E	6
6120	726	8	NE	Resource Recovery Maint. Tech. II	Union-E	6
5223	----	1	E	Resource Recovery Superintendent	62	2
0610	----	1	E	Risk Manager	61	2
3200	----	8	NE	Seasonal Parks and Recreation	Temporary	
0121	----	6	NE	Secretary I	57	2
0122	----	6	NE	Secretary II	58	2
0112	----	6	NE	Senior Clerk	55	2
1112	----	3	NE	Senior Engineering Technician	59	2
6152	354	7	NE	Senior Heavy Equipment Operator	Union-E	4
6113	346	8	NE	Senior Maintenance Worker	Union-E	4
0142	302	6	NE	Senior Meter Reader	Union-E	4
1319	364	8	NE	Service Worker	Union-E	5
2113	----	2	E	Shift Commander	62*	2
0171	600	6	NE	Storekeeper	Union-H	9
1123	----	2	E	Stormwater Specialist	59	2

6211	----	7	NE	Streets Maintenance Foreman	59	2
6213	----	3	E	Streets Operations Supervisor	61	2
4218	616	7	NE	Substation Electrician	Union-H	9
4209	604	8	NE	Substation Electrician Assistant	Union-H	9
6126	626	7	NE	Substation Foreman	Union-H	9
0221	----	2	E	Systems Analyst	60	2
9407	----	3	NE	Technical Assistant	Temporary	1
3116	----	6	NE	Technical Services Assistant	56	2
4232	----	3	E	Technical Services Supervisor	90	2
0224	----	2	E	Telecommunications/Network Specialist	60	2
9450	----	1	E	Temporary Manager	Temporary	1
1133	----	2	E	Traffic Engineer I	61	2
1136	----	2	E	Traffic Engineer II	62	2
1131	308	3	NE	Traffic Signal Technician	Union-E	5
1134	309	3	NE	Traffic Signal Tech Lead Worker	Union-E	5
1132	----	3	E	Traffic Supervisor	60	2
1137	----	7	NE	Traffic Technician	Union-E	5
1316	----	5	E	Transit Scheduler/Admin Analyst	60	2
1311	----	8	NE	Transit Driver (< 20 hrs/week)	Temporary	1
1311	316	8	NE	Transit Driver	Union-E	4
1310	----	5	E	Transit Maintenance Coordinator	60	2
1313	----	6	NE	Transit Operations Assistant	57	2
1312	----	2	E	Transit Operations Supervisor	61	2
1305	----	2	E	Transit Planner/EEO Officer	60	2
1320	----	5	E	Transit Trainer	59	2
1129	----	2	E	Transportation Planner	60	2
6151	352	8	NE	Truck Driver	Union-E	4
4212	610	8	NE	Truck Driver/Groundworker	Union-H	9
3216	----	5	E	Turf Maintenance Coordinator	58	2
9403	999	8	NE	Unclassified Laborer	Temporary	1
9404	999	8	NE	Unclassified Skilled Laborer	Temporary	1
4210	606	7	NE	Underground Electric Serviceworker	Union-H	9
0310	----	2	E	Utility Accounts Supervisor	61	2
0135	----	6	NE	Utility Accounts Technician	57	2
0136	----	6	NE	Utility Customer Services Clerk	56	2
4320	----	2	E	Utility Engineer	90	2
5121	----	7	NE	Utility Maintenance Foreman	59	2
5131	332	8	NE	Water Meter Technician	Union-E	4
5132	----	3	E	Water Meter Supervisor	60	2
5141	336	3	NE	Water & PC Laboratory Analyst	Union-E	4
5143	----	1	E	Water & PC Laboratory Supervisor	60	2
5140	334	3	NE	Water & PC Laboratory Technician	Union-E	4
6117	359	8	NE	Water & PC Maintenance Technician I	Union-E	6
6118	360	8	NE	Water & PC Maintenance Technician II	Union-E	6
5114	----	2	E	Water Plant Assistant Superintendent	60	2
5112	328	7	NE	Water Plant Operator	Union-E	4
5113	----	1	E	Water Plant Superintendent	62	2
5130	330	8	NE	Water Utility Locator	Union-E	4
5142	----		NE	Water/Wastewater Laboratory Aide	Temporary	1
3208	----	5	E	Wellness Program Manager	59	2
5215	----	2	E	WPC Plant Assistant Superintendent	60	2
5212	337	7	NE	WPC Plant Assistant Operator	Union-E	5
5213	338	7	NE	WPC Plant Operator	Union-E	4
5214	----	1	E	WPC Plant Superintendent	62	2



2015 - 2016 ANNUAL REPORT

AMES HUMAN RELATIONS COMMISSION

2015 - 2016 ANNUAL REPORT

AMES HUMAN RELATIONS COMMISSION

STRATEGIC PLAN

To be completed by June 30, 2017

CITY OF AMES MUNICIPAL CODE, CHAPTER 14

The purpose of this chapter is to implement the provision of the Iowa Civil Rights Act and to further provide for the general welfare of persons in the City of Ames, Iowa, by prohibiting certain discriminatory practices, and to establish a commission for the investigation of complaints of discrimination; and, **to undertake projects of education to prevent discrimination**; and, to establish procedures for the conciliation of such complaints; and to enforce the provisions hereof.

Powers and Duties under Code: To issues such publications and reports of investigations and research as in the judgment of the commission shall tend to promote good will among the various racial, religious, and ethnic groups of the state and which shall tend to minimize or eliminate discrimination in public accommodations, employment, apprenticeship and on-the-job training programs, vocational schools, or housing because of race, creed, color, sex, national origin, religion, ancestry, disability or sexual orientation.

The Human Relations Commission commits to undertake activities in the following areas:

Receive, investigate, and determine the merits of discrimination complaints

- Twice per year, meet with investigators to obtain a summary of complaints and discuss educational opportunities for the community.
- One to two times per year, request data from the Iowa Civil Rights Commission regarding complaints filed from the Ames area.

CONTENTS

2015-2016 Strategic
Plan

Focus Groups –
Housing

A Home for Everyone
Award

Third Annual Civil
Rights Symposium

Ames Human
Relations Award

- Study information obtained from investigators and the Iowa Civil Rights Commission and develop actions to respond to areas of concern.

Study the existence, character, causes, and extent of discriminatory practices in the community; make legislative proposals to the City Council when deemed necessary.

- Identify individuals or groups who are willing to share experiences or unreported complaints related to:
 - Housing
 - Employment
 - Public Accommodation
 - Race or ethnic minority
 - Disabilities
 - Gender identity
- Use the information gained from the Commission's findings to plan educational and promotion efforts for the community.
- Attend conferences and symposiums and share with the Commission any information gained regarding state and national civil rights or discriminatory trends.

Issue reports, conduct educational activities, and participate in and/or sponsor community events which promote good will among various racial, religious, ethnic, disabled, age-oriented, or affectional orientated groups; minimize or eliminate discriminatory practices.

- Develop an annual calendar outlining the Commission's events, activities, and topics, including seminars, existing activities undertaken by the Commission, and activities taken on by partnering organizations.
- Develop a standard to recognize those in the community who have championed non-discrimination in the areas the Commission has chosen to focus its efforts (Housing, employment, public accommodation)
- Promote the Commission as a resource to the community through:
 - Maintaining a public presence (website, literature, events, speaking engagements)
 - Outreach via media outlets
 - Activities with community partners (organizations and individuals with aligned interests)
- Present findings of the commission's self-education efforts to the public.
- Develop materials and resources that educate the community about the Commission's efforts, resources, and topics of importance to accomplishing the Commission's charge.
- Develop a list of organizations and individuals that could partner with the Commission to accomplish its charge or that may find value in being apprised of the Commission's activities.

Prepare and submit an annual report to the Mayor and City Council describing its proceedings, investigations, hearings, studies, educational efforts, and other activities.

- Issue an annual report to the City Council in accordance with the requirements of the Commission ordinance.

AMES CIVIL RIGHTS BASIS OF COMPLAINTS 2015-2016

As part of the Commission's Strategic Planning activities, the Commission reviewed locally reported complaints. It was reported that the majority of complaints are made or referred to the Iowa Civil Rights Commission. Attempts were made to identify Ames related complaints made to the Iowa Civil Rights Commission, however at this time no response has been provided. Future efforts will continue to elicit this information. Locally the areas of discrimination reported concerned housing (7), public accommodation and employment, each at 4. The basis of discrimination was predominantly retaliation, race, physical disability, and sex. The majority of complaints were not found significant enough to forward with but were cross-filed with the Iowa Civil Rights Commission. No complaints were identified as having probable cause. Education was identified in relation to the nature of discrimination related to housing, public accommodation and employment.

FOCUS GROUPS

To achieve the charge to "study the existence, character, causes, and extent of discriminatory practices in the community" it was deemed that the Ames Human Relations Commission should implement greater outreach to the community. Focus groups were identified as a tool to improve the opportunity to identify discrimination, perceptions of discrimination and areas for community action and education.

Based upon prior complaints, housing was the first topic addressed. Three focus groups were attempted to be held on April 24th and 25th in locations that were deemed to be accessible to those who may rent. They were the Library, ISU campus, and Food at First. While individuals did not gather to participate in a true focus group, each session provided an opportunity to create awareness to people of the Commission, to distribute bookmarks and brochures identifying what discrimination is and the role of the Commission as a resource. The ISU session evolved as an outreach session where over 100 brochures were passed out.

At the Food at First event five individuals asked in-depth questions about the Commission and three indicated they may pursue further action; however it was noted that none was taken. Two individuals were willing to discuss concerns related to prior evictions, access, and possible release of protected information. Referrals to the City and Story County Legal Aid were made. While these first sessions did not produce the desired group discussion, they were an opportunity to increase awareness and community interaction. Strategies to further identify discriminatory practices will be investigated in the future.

A HOME FOR EVERYONE AWARD

The Commission discussed different ways to recognize individuals and organizations who have made a significant impact in Ames by having a strong commitment towards providing safe and equitable housing opportunities for the residents.

"A Home for Everyone" award was formed by the Commission to recognize such individuals and groups with the recipient being awarded a plaque during the month of April, which is also Fair Housing Month.



For the 2015-2016 year, Jennifer Ellis was selected by the Commission to receive the award for her extraordinary work in providing fair and equal housing opportunities for residents with disabilities and maintaining affordable housing units among other things. She has worked closely with adults with intellectual disabilities and recently completed and opened a new home for them to use as well.

For all of these reasons, Jennifer was unanimously voted by the Commission to be recognized as the recipient of the “A Home for Everyone Award”.

Overall the Commission will look into ways to reach out to different demographics and encourage many more nominations because the Commission wants to truly recognize each and everyone who is making a considerable impact in the community.

THIRD ANNUAL CIVIL RIGHTS SYMPOSIUM

On November 6, 2015 two members of the Ames Human Relations Commission attended the Third Annual Iowa Civil Rights Commission Symposium. The scope of the symposium was broad, covering issues of employment discrimination, housing discrimination, and discrimination in a variety of government and privately owned public accommodations.

First there was instruction on the mechanisms for receiving complaints and the process for resolution through investigation, mediation, and conciliation, with a public contested case hearing if a settlement is not achieved. This was followed by presentations on substantive issues of civil rights protection. Recent state and federal cases were summarized and discussed. There was a panel discussion on school bullying that compared the Iowa anti-bullying law (Iowa Code §280.28 Harassment and Bullying Prohibited) with the civil rights law (Iowa Code §216.1, “*Iowa Civil Rights Act of 1965*”).

Three separate presentations were made pertaining to housing discrimination and the investigation of housing complaints. It was noted that housing discrimination persists as an issue fifty years after passage of laws to address the problem.

An inspiring presentation traced the history of civil rights protection in Iowa through ten milestone cases. The first of these was the case of a slave woman who ran off a riverboat at Burlington in 1837. She was protected against the efforts of her “owner” to reclaim his “property” by the intervention of the Burlington County Sheriff and a territorial court judge.

The Iowa Civil Rights Commission and its professional staff provide a reliable tool kit of information and assistance in the work of the Ames Human Relations Commission.

AMES HUMAN RELATIONS HUMANITARIAN AWARD

The Commission selected Dale Vander Schaaf as the recipient of the 2016 Ames Human Relations Commission Humanitarian Award. Among his other contributions to the community, his work on behalf of the Story County Community Housing Commission, Food at First, Habitat for Humanity, and several volunteer roles were cited as having a positive impact on the Ames community, including fair housing.



Dale was recognized at the January 18, 2016 Ames celebration of Martin Luther King Jr. Day at the Ames Middle School. The award recognizes an individual whose contributions promote diversity, fairness, and equality in our community. The most recent award recipients' contributions range from grass-roots community relation efforts to accessibility.



CITY OF
Ames™

Caring People ♦ Quality Programs ♦ Exceptional Service

MEMO

15

To: City Council Members

From: Ann H. Campbell, Mayor

Date: June 10, 2016

Subject: Council Appointment to Ames Economic Development Commission (AEDC) Board of Directors

Gloria Betcher's term of office on the AEDC Board of Directors expires June 30; therefore, it will be necessary to appoint a council member to fill this position.

Therefore, I recommend that the Council approve the appointment of Amber Corrieri to a two-year term on the Ames Economic Development Commission Board of Directors.



To: Members of the City Council

From: Ann H. Campbell, Mayor

Date: June 10, 2016

Subject: Appointment to Fill Vacancy on the Library Board of Trustees

Shazia Manus, member of the Library Board of Trustees, has submitted her resignation from the Board. Since Shazia's term of office does not expire until April 1, 2017, an appointment needs to be made to fill this vacancy.

Therefore, I request that the City Council approve the appointment of Joanne Marshall to fill the unexpired term of office on the Library Board of Trustees.

AHC/jlr

COUNCIL ACTION FORM

SUBJECT: EXCESS WORKERS COMPENSATION INSURANCE RENEWAL

BACKGROUND:

In order to reduce the financial risk of catastrophic self-insured workers compensation claims, the City began purchasing Excess Workers' Compensation Insurance coverage brokered by Holmes Murphy on July 1, 2010. This coverage limits the City's financial exposure for self-insured workers compensation claims (including police and firefighter Chapter 411 injury disability claims) to a maximum dollar amount per individual claim. Beginning with the FY 2014/15 coverage, this also includes an added layer of aggregate protection for multiple large claims exceeding a specified amount.

This coverage, which is provided by Midwest Employers Casualty Company (MWECC), will expire on June 30, 2015. MWECC provided a renewal quotation through Holmes Murphy for the same level of coverages. The cost is based on the City's estimated FY 2016/17 payroll (approximately \$40.81 million) times the insurer's rate of \$0.2311 per \$100. Together, the individual claim and aggregate layer coverages protect the City against unlimited financial exposure for both large individual claims and catastrophic events where there are multiple injuries.

QUOTATION RECAP

Council approval is requested for the shaded column

	FY 2016/17	FY 2015/16	
Plan Feature	Self-insured and insured amounts	Self-insured and insured amounts	City and Insurer responsibility
Per claim self-insured threshold	\$500,000	\$500,000	City pays 100% of each claim up to \$500,000
Aggregate Layer	\$2,000,000	\$2,000,000	MWECC pays all claims after the City has paid this amount
PREMIUM COST	\$99,599	\$94,124	The FY 2016/17 Budget is \$101,795

The City's premium quote for FY 2016/17 is an increase of 5.8% over the current premium. This increase is attributed to two primary factors: 1) the approximately 3% increase in City payroll, and 2) national trends and medical cost inflation.

MWECC has also provided an option for the City to increase the per claim self-insured threshold from \$500,000 per claim to \$550,000 per claim. This would increase the City's

potential exposure. However, the premium for FY 2016/17 would only increase to \$94,311. In the time the City has had a relationship with its current broker (6 years), the City has never had a single claim approach the \$500,000 mark. However, a catastrophic incident could conceivably generate one or more individual claims approaching this amount.

The Risk Management program's Workers Compensation budget for FY 2016/17 is \$101,795, which is enough to cover the premium under either the "status quo" option (\$99,599) or the option with an increased self-insured threshold (\$94,124).

ALTERNATIVES:

1. Accept the quote from Holmes Murphy & Associates, for coverage with Midwest Employers Casualty Company (MWECC), with the same coverage types and limits as expiring at a renewal premium of \$99,599.
2. Accept the alternate quote for coverage with MWECC, with an increased per claim self-insured threshold of \$550,000, at a renewal premium of \$94,124.
3. Reject the quote and direct staff to search for other alternatives.
4. Decline to purchase Excess Workers Compensation Insurance and self-insure 100% of all employee injury claims that are incurred.

MANAGER'S RECOMMENDED ACTION:

The City has significant financial exposure for medical and long-term disability expenses from statutory 411 police and firefighter claims, as well as from other job classifications such as power plant workers, electric distribution employees and streets maintenance employees. The existing individual claim and aggregate layer coverages will protect the City against unlimited financial exposure for large individual claims and for events that could cause multiple injuries.

Midwest Employers Casualty Company continues to provide acceptable excess workers compensation insurance that limits catastrophic injury claims costs for the City.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby accepting the quote from Holmes Murphy & Associates, for coverage with Midwest Employers Casualty Company (MWECC), with the same coverage types and limits as expiring at a renewal premium of \$99,599.

COUNCIL ACTION FORM

SUBJECT: CASUALTY AND LIABILITY INSURANCE COVERAGES RENEWAL

BACKGROUND:

The City's annual membership in the Iowa Community Assurances Pool (ICAP) expires on June 30, 2016. **The City has been a member of the pool since July 1, 2004, and secures its casualty and liability coverages through this membership.** ICAP provides similar protection to approximately 300 cities, 70 counties, 50 fair boards, and over 250 other public entities in the state. ICAP was established in 1986 under Iowa Code section 670.7 as a member-owned and funded group insurance pool for Iowa public entities.

The following City coverages are provided by ICAP: General (Third Party) Liability, Vehicle and Transit Bus Liability, Bookmobile Physical Damage, Public Officials Wrongful Acts, Police Professional Liability, and Employee Theft (Bond).

City staff does not routinely seek alternatives to this program each year. Membership in the ICAP pool is a long-term commitment based on the fundamentals of rate stability, availability of coverages meeting the City's needs, and the quality of services from underwriting, loss control, and claims. A summary of ICAP's quote for these services showing the current and upcoming year's proposed fees is shown below:

	FY 2016/17 Quote	FY 2015/16 Current
Type of Coverage:	\$15 million limits	\$15 million limits
General Liability --at \$15 million Limit	\$ 258,347	\$ 257,040
Bond, incl. fee	5,689	5,623
ICAP Credit*	(90,240)	(92,725)
Liability and Bond Sub-total	\$ 173,796	\$ 169,938
Department Specific:		
Automobile	268,838	242,031
Public Officials	33,313	31,206
Law Enforcement	33,652	30,799
Bookmobile Damage	578	578
Total Net (Invoice) Cost	\$ 510,178	\$ 474,552

*See explanation below related to Credit.

The quote for coverages is a 7.5% increase over the invoice amount for FY 2015/16. The largest area of increase is in automobile coverage (11%), where the City has added an additional 16 covered vehicles to the coverage.

The City was recently notified by ICAP that member credits have again been made available based on the size and financial condition of the pool, including such factors as loss experience and investment income. The amount of the credit distributed to the City of Ames this year is \$90,240. **As in past years, this amount will be used to directly offset the July 1 renewal invoice.**

Although the ICAP Board has consistently issued a credit each year since the City became a member, it has never been included in the Risk Management Budget, since the issuance of the credit is not guaranteed. The amount of the credit can vary from year to year. For example, the 2015/16 credit was \$92,715, the 2014/15 credit was \$69,371, and the 2013/14 credit was \$45,568.

The FY 2016/17 Budget includes funding in the amount of \$551,279 for liability coverage.

ALTERNATIVES:

1. Accept the quote for renewal of the City's membership in the Iowa Communities Assurance Pool with at a net cost of \$510,178.30 for the coverages indicated above.
2. Direct staff to seek other alternatives for casualty and liability insurance.

MANAGER'S RECOMMENDED ACTION:

The City's membership in ICAP continues to result in receiving excellent casualty and liability coverages and associated services at a competitive price.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby accepting the quote for renewal of the City's membership in the Iowa communities Assurance Pool at a net cost of \$510,178.30 for the coverages indicated above.

COUNCIL ACTION FORM

SUBJECT: CERTIFICATE OF CONSISTENCY WITH THE CITY'S 2014-2018 CDBG CONSOLIDATED PLAN ON BEHALF OF YOUTH AND SHELTER SERVICES, INC.

BACKGROUND:

Since 1995, Youth and Shelter Services (YSS) has received grant funds through the Department of Housing & Urban Development's (HUD) Supportive Housing Program (SHP). Under this program, YSS administers its Lighthouse Transitional Living Programs in Story, Boone, Hardin, and Marshall Counties. The Lighthouse Transitional Living Program targets young mothers who are 16-25 years of age, homeless youth ages 16-21, and homeless pregnant/parenting women ages 16-25 with their children. The HUD funds are for leasing of rental properties, supportive services, and operations for the clients.

The YSS renewal funding application request is for approximately \$194,737, of which approximately \$58,341 is designated for Ames and Story County. YSS is in the process of preparing their 2017 Supportive Housing Program renewal application that will be submitted as part of the State of Iowa's Balance of State Continuum of Care Application by June 23, 2016.

Since Ames is a designated Community Development Block Grant (CDBG) entitlement community, agencies requesting funding from HUD must have approval from the City that their program application matches the goals of the City's Consolidated Plan. Therefore, in order for YSS to submit its application to the State of Iowa, they must receive certification from the City of Ames that their application is consistent with the goals outlined in the most current City's Consolidated Plan. (See attachment)

Staff's overview of YSS's program application finds that it is consistent with the goals outlined in the City's CDBG 2014-2018 Consolidated Plan.

ALTERNATIVES:

1. The City Council can authorize the Mayor to sign the Certificate of Consistency on behalf of Youth and Shelter Services (YSS).
2. The City Council can deny approval authorizing the Mayor to sign the Certificate of Consistency on behalf of Youth and Shelter Services (YSS).

MANAGER'S RECOMMENDED ACTION:

Staff has determined that the YSS program application is consistent with the goals outlined in the City's CDBG 2014-2018 Consolidated Plan.

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

**Certification of Consistency
with the Consolidated Plan**

**U.S. Department of Housing
and Urban Development**

I certify that the proposed activities/projects in the application are consistent with the jurisdiction's current, approved Consolidated Plan.
(Type or clearly print the following information:)

Applicant Name: Youth and Shelter Services, Inc.

Project Name: Lighthouse Transitional Living Program

Location of the Project: Boone County, Hardin County, Marshall County, and Story County
including Ames

Name of the Federal Program to which the applicant is applying: U.S. Department of Housing and Urban Development

Name of Certifying Jurisdiction: City of Ames

Certifying Official of the Jurisdiction Name: Ann Campbell

Title: Mayor

Signature: _____

Date: _____

COUNCIL ACTION FORM

SUBJECT: CERTIFICATION OF LOCAL GOVERNMENT APPROVAL ON BEHALF OF LOCAL NONPROFIT ORGANIZATIONS RECEIVING EMERGENCY SHELTER GRANT (ESG) FUNDS

BACKGROUND:

In order for two local non-profit agencies, Youth and Shelter Services (YSS) and the Assault Care Center Extending Shelter and Support (ACCESS), to apply for funding under the Federal Emergency Shelter Grant (ESG) Program, they are required to submit a "Certification of Local Government Approval" from the City of Ames. If they are awarded funding through this program, the certification allows these non-profit agencies to receive these federal funds directly through the State of Iowa's Iowa Finance Authority (IFA).

Additionally, these certifications confirms that local governments are electing for IFA to administer these grant funds on behalf of the non-profit organizations. For the calendar year beginning January 1, 2017.

The attached "Certifications of Local Government Approval" for both YSS and ACCESS must be submitted with their applications to IFA by June 23, 2016.

ALTERNATIVES:

1. The City Council can authorize the Mayor to sign the Certifications of Local Government Approval on behalf of ACCESS and YSS.
2. The City Council can choose to not authorize the Mayor to sign the Certifications of Local Government Approval on behalf of ACCESS and YSS.

MANAGER'S RECOMMENDED ACTION:

Receiving ESG grant funds administered through the Iowa Finance Authority is very important in helping these agencies provide much needed services for homeless youth and homeless families with children in our community.

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



CERTIFICATION OF LOCAL GOVERNMENT APPROVAL

FOR NONPROFIT ORGANIZATIONS RECEIVING IOWA STATEWIDE EMERGENCY SOLUTIONS GRANT (ESG) FUNDS FOR SHELTER

ESG Nonprofit Recipient:	Youth and Shelter Services, Inc.	I
ESG Shelter Project:	Boone County TLP, Marshall County TLP, Story County TLP, Iowa Homeless Youth Centers (Polk County) TLP, Iowa Homeless Youth Centers (Polk County) Street Outreach project, and Francis Lauer Youth Services.	
Unit of General Purpose Local Government for the geographic area served (city or county):	City of Ames, Iowa	
Project Description (2-3 sentences):	Project serves homeless youth ages 16-21 and young pregnant, parenting women up to age 25 and their children in transitional living programs (TLP) located in Boone, Marshall, Polk, and Story Counties. Street Outreach to homeless youth is provided by the Iowa Homeless Youth Centers. Shelter is provided by Francis Lauer Youth Serv.	

certify that I am duly authorized to act on behalf of the unit of general purpose local government named above, and that I hereby approve* of this project.

By: _____ Date _____
 Signature Date

 Printed Name and Title of Signatory Local Official

* This approval is made to carry out 24 CFR Part 576.202(a), which states the following:
 "... The recipient must sub-grant the remaining funds in its fiscal year grant to:
 (1) Units of general purpose local government in the State, which may include metropolitan cities and urban counties that receive ESG funds directly from HUD; or
 (2) Private nonprofit organizations, provided that for emergency shelter activities the recipient obtains a certification of approval from the unit of general purpose local government for the geographic area in which those activities are to be carried out."

Iowa Statewide ESG Policy: This certification is required at the earlier of: 1) at least once every two years; or 2) when a new contract is received, and the administration has changed for the applicable unit of general purpose local government.



CERTIFICATION OF LOCAL GOVERNMENT APPROVAL

FOR NONPROFIT ORGANIZATIONS RECEIVING IOWA STATEWIDE EMERGENCY SOLUTIONS GRANT (ESG) FUNDS FOR SHELTER

ESG Nonprofit Recipient:	ACCESS- Assault Care Center Extending Shelter and Support
ESG Shelter Project:	ACCESS Shelter/Housing Program
Unit of General Purpose Local Government for the geographic area served (city or county):	City of Ames, Iowa
Project Description (2-3 sentences):	ACCESS provides 16-18 beds of shelter in a newly adopted scattered site model within the City of Ames. Additionally, ACCESS compliments shelter with Rapid-Rehousing, homeless prevention, housing location, and essential community based support services.

I certify that I am duly authorized to act on behalf of the unit of general purpose local government named above, and that I hereby approve* of this project.

By: _____
 Signature Date

 Printed Name and Title of Signatory Local Official

* This approval is made to carry out 24 CFR Part 576.202(a), which states the following:

"...The recipient must subgrant the remaining funds in its fiscal year grant to:

- (1) Units of general purpose local government in the State, which may include metropolitan cities and urban counties that receive ESG funds directly from HUD; or
- (2) Private nonprofit organizations, provided that for emergency shelter activities the recipient obtains a certification of approval from the unit of general purpose local government for the geographic area in which those activities are to be carried out."

Iowa Statewide ESG Policy: This certification is required at the earlier of: 1) at least once every two years; or 2) when a new contract is received, and the administration has changed for the applicable unit of general purpose local government.

COUNCIL ACTION FORM

SUBJECT: AGREEMENT FOR MAINTENANCE AND REPAIR OF PRIMARY ROADS IN MUNICIPALITIES

BACKGROUND:

Every five years, the City of Ames receives an Agreement for Maintenance and Repair of Primary Roads in Municipalities from the Iowa Department of Transportation (Iowa DOT). The agreement renewal would cover July 1, 2016, through June 30, 2021 (FY 2016-17 to FY 2020-2021). This agreement states what is legally required by the municipality and the Iowa DOT in regards to maintenance and repair of primary roads as defined by *Iowa Code*. For primary highways with an urban cross-section such as U.S. Highway 69 in Ames, *Iowa Code* requires the municipality to maintain items such as: curbs used for drainage, traffic signals, street lights, crosswalks, and drainage systems.

This agreement provides for a supplemental annual agreement that covers reimbursement from the IDOT to the City for the maintenance and repair of U.S. Highway 69. This supplemental agreement, which takes effect each July 1st, is approved by the Director of Public Works. **Currently, the supplemental maintenance agreement with the IDOT calls for the City to be paid \$44,176 in FY 2016/17, which is estimated to cover the costs associated with our U.S. 69 maintenance responsibilities.**

ALTERNATIVES:

1. Approve the FY 2016/17 – FY 2020/21 Agreement for Maintenance and Repair of Primary Roads in Municipalities.
2. Do not approve the agreement.

MANAGER'S RECOMMENDED ACTION:

This agreement is a standard State of Iowa form that details the responsibilities of the City of Ames and the Iowa DOT as defined in *Iowa Code*. Therefore, it is the recommendation of the City Manager that the City Council approve the FY 2016/17 –FY 2020/21 Agreement for Maintenance and Repair of Primary Roads in Municipalities.

District 1 Office
1020 S. 4th Street, Ames, IA 50010
Phone: 515.239.1039 | Email: jeremey.vortherms@dot.iowa.gov

May 23, 2016

Ref:

John Joiner, P.E.
Public Works Director
P.O. Box 811
Ames, IA 50010-0811

Subject: Five Year Agreement with City of Ames for Maintenance and Repair of Primary Roads in Municipalities

Dear John,

Enclosed is a copy of the proposed the five year Agreement for Maintenance and Repair of Primary Roads in Municipalities. This agreement is for state routes within the corporate limits of Ames and will be effective for the period beginning July 1, 2016 and ending June 30, 2021.

This agreement is in accordance with the Iowa Code and reiterates the maintenance and repair responsibilities of the Department of Transportation and the municipality.

Please sign and return a scanned copy by *email* or and original copy by *mail*. If mailing, please return to the District office. That address is:

Iowa DOT District 1
5 Year Maintenance Agreements c/o Cheryl Parrish
1020 S. 4th Street
Ames, IA 50010

A scanned copy will be emailed for your records. A paper copy can be mailed upon request.

If you have any questions, please contact me at 515-239-1039 or jeremey.vortherms@dot.iowa.gov.

Sincerely,



Jeremy Vortherms
District 1 Design Engineer/North Area Engineer

JV/cp
Enclosure
cc: Tony Gustafson, IA DOT, District 1
Lance Starbuck, IA DOT, District 1
File



Iowa Department of Transportation

Agreement for Maintenance and Repair of Primary Roads in Municipalities

This Agreement made and entered into by and between the Municipality of Ames , Story County, Iowa, hereinafter referred to as the Municipality, and the Iowa Department of Transportation, Ames, Iowa, hereinafter referred to as the Department.

AGREEMENT:

In accord with Provisions of Chapter 28E, Sections 306.3, 306.4, 313.3-5, 313.21-.23, 313.27, 313.36, 314.5, 321.348 and 384.76 of the Code of Iowa and the Iowa Administrative Rules 761 – Chapter 150 (IAC) the Municipality and Department enter into the following agreement regarding maintenance, repair and minor reconstruction of the primary roads within the boundaries of the Municipality.

I. The Department shall maintain and repair:

- A. Freeways (functionally classified and constructed)
 - 1. Maintain highway features including ramps and repairs to bridges.
 - 2. Provide bridge inspection.
 - 3. Highway lighting.
- B. Primary Highways – Urban Cross-Section (curbed) (See Sec. II.A)
 - 1. Pavement: Maintain and repair pavement and subgrade from face of curb to face of curb (excluding parking lanes, drainage structures, intakes, manholes, public or private utilities, sanitary sewers and storm sewers).
 - 2. Traffic Services: Provide primary road signing for moving traffic, pavement marking for traffic lanes, guardrail, and stop signs at intersecting streets.
 - 3. Drainage: Maintain surface drainage within the limits of pavement maintenance described in I.B.1 above.
 - 4. Snow and Ice Removal: Plow traffic lanes of pavement and bridges and treat pursuant to the Department's policy.
 - 5. Vehicular Bridges: Structural maintenance and painting as necessary.
 - 6. Provide bridge inspection.
- C. Primary Highways – Rural Cross-Section (uncurbed) (See II.B)
 - 1. Maintain, to Department standards for rural roads, excluding tree removal, sidewalks, and repairs due to utility construction and maintenance.
- D. City Streets Crossing Freeway Rights of Way (See II.C)
 - 1. Roadsides within the limits of the freeway fence.
 - 2. Surface drainage of right of way.
 - 3. Traffic signs and pavement markings required for freeway operation.
 - 4. Guardrail at piers and bridge approaches.
 - 5. Bridges including deck repair, structural repair, berm slope protection and painting.
 - 6. Pavement expansion relief joints and leveling of bridge approach panels.

II. The Municipality shall maintain and repair:

- A. Primary Highways – Urban Cross-Section (curbed) (See Sec. I.B)
 - 1. Pavement: Maintain and repair pavement in parking lanes, intersections beyond the limits of state pavement maintenance; curbs used to contain drainage; and repairs to all pavement due to utility construction, maintenance and repair.
 - 2. Traffic Services: Paint parking stalls, stop lines and crosswalks. Maintain, repair and provide energy to traffic signals and street lighting.
 - 3. Drainage: Maintain storm sewers, manholes, intakes, catch basins and culverts used for collection and disposal of surface drainage.
 - 4. Snow and ice removal: Remove snow windrowed by state plowing operations, remove snow and ice from all areas outside the traffic lanes and load or haul snow which the Municipality considers necessary. Remove snow and ice from sidewalks on bridges used for pedestrian traffic.

5. Maintain sidewalks, retaining walls and all areas between curb and right-of-way line. This includes the removal of trees as necessary and the trimming of tree branches as necessary.
 6. Clean, sweep and wash streets when considered necessary by the Municipality.
 7. Maintain and repair pedestrian overpasses and underpasses including snow removal, painting and structural repairs.
- B. Primary Highways – Rural Cross-Section (uncurbed) (See Sec. I.C)
1. Maintain and repair highway facilities due to utility construction and maintenance.
 2. Removal of trees as necessary and the trimming of tree branches as necessary.
 3. Maintain sidewalks.
- C. City Streets Crossing Freeway Rights of Way (See I.D)
1. All pavement, subgrade and shoulder maintenance on cross streets except expansion relief joints and bridge approach panel leveling.
 2. Mark traffic lanes on the cross street.
 3. Remove snow on the cross street, including bridges over the freeway.
 4. Clean and sweep bridge decks on streets crossing over freeway.
 5. Maintain all roadside areas outside the freeway fence.
 6. Maintain pedestrian overpasses and underpasses including snow removal, painting, lighting and structural repair.

III. The Municipality further agrees:

- A. That all traffic control devices placed by the Municipality on primary roads within the Municipal boundaries shall conform to the “Manual on Uniform Traffic Control Devices for Streets and Highways.”
 - B. To prevent encroachment or obstruction within the right of way, the erection of any private signs on the right of way, or on private property which may overhang the right of way and which could obstruct the view of any portion of the road or the traffic signs or traffic control devices contrary to Section 318.11 of the Code of Iowa.
 - C. To comply with all current statutes and regulations pertaining to overlength and overweight vehicles using the primary roads, and to issue special permits for overlength and overweight vehicles only with approval of the Department.
 - D. To comply with the current Utility Accommodation Policy of the Department.
 - E. To comply with the access control policy of the Department by obtaining prior approval of the Department for any changes to existing entrances or for the construction of new entrances.
- IV. Drainage district assessments levied against the primary road within the Municipality shall be shared equally by the Department and the Municipality.
- V. Major construction initiated by the Department and all construction initiated by the Municipality shall be covered by separate agreements.
- VI. The Department and the Municipality may by a separate annual Supplemental Agreement, reallocate any of the responsibilities covered in Section I of this agreement.
- VII. This Agreement shall be in effect for a five year period from July 1, 2016 to June 30, 2021.

IN WITNESS WHEREOF, The Parties hereto have set their hands, for the purposes herein expressed, on the dates indicated below.

Ames

 MUNICIPALITY

IOWA DEPARTMENT OF TRANSPORTATION

By _____

BY _____
 District Engineer

Date _____

Date _____

COUNCIL ACTION FORM

SUBJECT: DESIGN SERVICES FOR NORTH RIVER VALLEY PARK LOW HEAD DAM IMPROVEMENTS

BACKGROUND:

The City of Ames constructed a low-head dam in 1984 in order to create a pool of water in the primary recharge zone for the City's Downtown Well Field, providing a means to increase the capacity of these wells during periods of drought. This dam replaced temporary sand dams constructed in the 1970's for the same purpose. While the City has never promoted recreation at the dam, it is evident that the low head dam attracts members of the public who use the area for recreation. Low head dams can pose a serious hazard due to the recirculation effect which occurs immediately downstream of the dam. This hazard is caused by the uniform hydraulics as the water flows over the top of the dam. Without something to break up the uniform hydraulics, a dangerous undertow can be created. Once caught in the uniform flow, it is easy for a water vessel to capsize and become caught in the recirculation.

A project to improve the safety of this piece of infrastructure that is critical to the overall management of the Ames drinking water supply was first proposed in 2008. The original concept was to place a small number of large boulders on the downstream apron of the dam to break up the dangerous recirculation effect. The design has undergone several changes since 2008 which expanded the project to provide additional aquatic and recreational benefits, but that also increased the cost of the project. The Iowa Department of Natural Resources (IDNR) has worked with the City to develop conceptual ideas that involve a modified design to prevent the dangerous recirculation effects of the dam while improving recreational features of the dam such as bank access, fishing access, and whitewater features. **The revised concept is now a rock arch rapids design that has been successful in other locations. This design will withstand high water events better, and also functions as a "fish ladder," allowing fish and other aquatic life to migrate upstream past the dam.**

Staff has issued a Request for Proposals (RFP) in order to select a firm to prepare the bidding documents. A "two envelope" selection process was used to select an engineering firm; whereby each firm's qualifications and proposed scope of work are submitted in one envelope while their proposed fee is submitted in a second envelope. The process allows staff to review the proposals and identify the firm whose qualifications and proposed scope of work are most appropriate before considering fees. After selecting the preferred firm, staff then opens the proposed fee envelopes to confirm that the selected firm is proposing a fee that is in line with what other firms would propose for a similar scope of work. The final scope of work and fee is

negotiated with the firm identified as having submitted the most appropriate submittal. If a mutually acceptable scope and fee cannot be agreed upon, then staff would begin negotiating with the next highest ranked firm.

On April 1, 2016, staff received four proposals for the design services for the project. On April 20, 2016, a committee made up of Parks & Recreation, Public Works, Iowa Department of Natural Resources, Water & Pollution Control, and a member of the outside stakeholder group conducted a thorough review of each firm’s qualifications. RiverRestoration.Org was identified as the most qualified firm. Following the review of each firms’ qualifications and proposed scope of work, the fee proposals were opened. All firms submitting proposals are listed below in the order they were ranked based on qualifications.

Firm	Initial Proposed Fee
RiverRestoration.org	\$149,395
Riverwise Engineering	\$81,525
Barr Engineering	\$97,793
WHKS	\$29,850

RiverRestoration.org was identified as the preferred firm based on their prior work and their proposed approach to this project. Staff subsequently negotiated a final scope of work with RiverRestoration.org to perform the necessary design, bid phase assistance and construction phase engineering services required to complete the project as originally intended. Their original proposed scope of work and fee was based on some incorrect assumptions about what was desired in the project. Staff worked with the consultant to review the proposed scope and bring in back in line with the current vision for the project, which brought **the proposed fee down to \$102,499.**

Current funding for the project is as follows:

Water Utility Fund - FY 13/14 CIP	\$75,000
Low Head Dam Safety Grant (2009)	\$75,000
Low Head Dam Safety Grant (2016)	\$85,000
In-Kind Donations	
Manatts of Ames (asphalt restoration)	\$ 8,000
Martin Marietta (rock donation)	\$32,000
Parks System Improvements - FY 15/16 CIP	
Add Recreation Features	\$40,000
Total	\$315,000

A preliminary estimate of the proposed cost for the project is as follows:

Construction (2012 Estimate)	\$183,000
Additional Recreation Features	\$ 35,000
Additional Concrete Wall Work	\$ 15,000
Engineering (dam + recreation features)	\$102,499

Contingency	\$ 10,000
Total	\$345,499

At this time, staff is recommending that the design work be allowed to proceed. Once a cost estimate can be developed from a more complete design, staff will provide a recommendation on how to address any funding gap. The current proposed timeline for the project is as follows:

April/May 2016	Engineering Consultant Selection
Late Summer 2016	Public Input Meeting
Fall/Winter 2016	Finalize Design/Obtain permits
Spring/Summer 2017	Bidding and Construction

This project continues to be of high interest by several groups, including the Skunk River Paddlers, Hawkeye Fly Fishing Association (HFFA), Story County Conservation, Prairie Rivers of Iowa, Linda Manatt & Family, Iowa Department of Natural Resources, and other groups and interested citizens. City staff has continued to inform and engage in discussion with those interested in the project. Now that the project is slated to move forward, staff intends to host another public open house. Staff will continue to meet with interested stakeholders throughout the design process to continue gathering feedback on the design. Staff will also continue to meet with Parks and Recreation staff and the Commission to go over the impacts to North River Valley Park.

While recreation, aquatic life protection (i.e. - fish passage), and water quality are all valuable benefits that will result from this project, and single most important outcome will be improving safety. This project has the potential to create a unique and safe opportunity for the Ames community to enjoy the river.

ALTERNATIVES:

1. Award a contract for design, bid and construction phase engineering services to RiverRestoration.org of Carbondale, Colorado in an amount not to exceed \$102,499 without prior approval.
2. Do not award a contract at this time and do not move forward with the North River Valley Low Head Dam Improvements Project.

MANAGER’S RECOMMENDED ACTION:

As a result of the inherent danger of the City’s low head dam in North River Valley Park, staff has continued to pursue a modification to the dam that will significantly reduce the downstream recirculation effect. Staff has reviewed and agreed upon a preliminary design concept that will both improve safety and provide improved fish passage, fishing access, and recreational opportunities for the Ames community, all while maintaining

the integrity and intended purpose of the dam. Although the City has never promoted recreation at the dam, staff understands the attraction and potential danger of activities which are undertaken by both experienced recreational enthusiasts and by those experiencing the river for the first time. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.

COUNCIL ACTION FORM

**SUBJECT: FILLING MENTAL HEALTH ADVOCATE POSITION THROUGH
“PREFERENCE BY SERVICE”**

BACKGROUND:

As a part of the City Council’s 2016/17 Budget deliberations, approval was given to create a .75 FTE (full-time equivalent) Mental Health Advocate position within the Police Department. The Police Department’s mental health support function had previously been filled by “temporary,” non-benefitted employees; but the burgeoning need for mental health support justified creating a permanent position receiving full benefits (e.g., paid leave, health care contribution, etc.).

The City’s adopted Personnel Policies and Procedures do not spell out a clear process for moving an existing temporary employee into a permanent, benefitted position. However, in the case of an individual going from a permanent non-Civil Service position into a Civil Service position, provision is made for the individual to automatically be moved into the new position based upon a “preference by service.” That provision recognizes that the employee is fully qualified for the position, that the employee has already performed the duties of the position, and that the interests of the City would not be better served by carrying out a formal recruitment.

It seems appropriate to apply this same “preference by service” principle to the Mental Health Advocate situation. Since that authorization is not clearly stated in the Personnel Policies and Procedures, Council approval is sought to offer the newly created .75 FTE position to the individual currently performing this function for the City.

Staff has confirmed that this process will not violate federal Affirmative Action policies under Office of Federal Contractor Compliance Programs per VEVRAA/JVA 41 CFR Part 60 or any other applicable hiring laws, and is fully within the authority of the City Council.

ALTERNATIVES:

1. Authorize staff to offer the .75 FTE Mental Health Advocate position to the individual who is currently performing this function on a temporary basis.
2. Direct staff to conduct a full recruitment for this position.

MANAGER'S RECOMMENDED ACTION:

The individual currently performing this function within the Police Department is already doing an outstanding job carrying out these duties on a “temporary” basis, and the City would gain no further value by conducting a formal recruitment.

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

COUNCIL ACTION FORM

SUBJECT: AWARD OF CONTRACT FOR PADMOUNT SWITCHGEAR

BACKGROUND:

This bid is for the purchase of 600 amp padmount deadfront switchgears, types 9 and 11, to replenish inventory for the Electric Services Department. The switchgears are kept on hand in order to ensure availability when needed. Typically, the switchgear are used to provide re-routing of cables during outages and interconnecting our electric systems. The switchgears are necessary to meet the anticipated needs of the Electric Services Department.

On May 19, 2016, an invitation to bid (ITB) was issued to forty-nine vendors. The ITB was advertised on the Current Bid Opportunities section of the Purchasing webpage.

On June 7, 2016, eight bids were received as shown below:

BIDDER	TOTAL COST
Irby Utilities Eagan, MN	\$88,788.60
Power Line Supply Williamsburg, IA	\$92,939.13
RESCO (bid #1) Ankeny, IA	\$93,897.64
Fletcher-Reinhardt Co. (bid #1) Cedar Rapids, IA	\$95,873.07
Wesco Distribution (bid #1) Des Moines, IA	\$95,898.75
RESCO (bid #2) Ankeny, IA	Non-Responsive
Fletcher-Reinhardt Co. (bid #2) Cedar Rapids, IA	Non-Responsive
Wesco Distribution (bid #2) Des Moines, IA	Non-Responsive

Non-responsive bidders quoted switchgear which included a style of fuse not compatible with our system. Staff reviewed the remaining responsive bids and concluded that the apparent low bid in the amount of \$88,788.60 (inclusive of Iowa sales tax) submitted by Irby Utilities, Eagan, MN, is acceptable.

The switchgear is purchased from an Electric Department inventory asset account and charged to the appropriate operations accounts as they are put into use.

ALTERNATIVES:

1. Award a contract to Irby Utilities, Eagan, Minnesota, for the purchase of padmount deadfront switchgears, in the amount of \$88,788.60 (inclusive of Iowa sales tax).
2. Reject all bids and attempt to purchase padmount deadfront switchgears on an as needed basis.

MANAGER'S RECOMMENDED ACTION:

It is important to purchase the 600 amp padmount deadfront switchgears at the lowest possible cost with minimal risk to the City. It is also imperative to have the switchgears available to meet department's needs. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.

RFQ 2016-210 600A-Pad Switchgears Types 9 & 11 for Electric Distribution



RESCO #2	Fletcher-Reinhardt Co. #2	WESCO Distribution #2	Irby Utilities	Power Line Supply	RESCO #1	Fletcher-Reinhardt Co. #1	WESCO Distribution #1
----------	---------------------------	-----------------------	----------------	-------------------	----------	---------------------------	-----------------------

ITEM #	DESCRIPTION	QTY	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	PAD SWTCHGR, 15KV, PME-9, 2-200E FUSE/2-600A SWITCH * CITY STOCK # 863 003 08010 MUST MEET CITY OF AMES SPECIFICATION 600A-PAD SWGR, TYPE 9	3	\$11,289.700	\$33,869.10	\$11,527.000	\$34,581.00	\$11,530.000	\$34,590.00	\$13,850.000	\$41,550.00	\$14,968.000	\$44,904.00	\$15,122.700	\$45,368.10	\$15,441.000	\$46,323.00	\$15,445.000	\$46,335.00
			Federal Pacific		Federal Pacific		Federal Pacific		S&C Electric		Federal Pacific		Federal Pacific		Federal Pacific		Federal Pacific	
			PSE-9-44222 (FP SMU-20)		PSE-9-44222		PSE-9-44222		65352R1/W/6-3093		PSE-9-44221		PSE-9-44221		PSE-9-44221		PSE-9-44221	
2	PAD SWTCHGR, 15KV, PME-111-200E FUSE/3-600A SWITCH * CITY STOCK # 863 003 08020 MUST MEET CITY OF AMES SPECIFICATION 600A-PAD SWGR, TYPE 11	3	\$12,211.350	\$36,634.05	\$12,468.000	\$37,404.00	\$12,470.000	\$37,410.00	\$13,810.000	\$41,430.00	\$13,985.000	\$41,955.00	\$14,128.900	\$42,386.70	\$14,426.000	\$43,278.00	\$14,430.000	\$43,290.00
			Federal Pacific		Federal Pacific		Federal Pacific		S&C		Federal Pacific		Federal Pacific		Federal Pacific		Federal Pacific	
			PSE-11-44312 (FP SMU-20)		PSE-11-44312		PSE-11-44312		65362R1/W/3-3093		PSE-11-44311		PSE-11-44311		PSE-11-44311		PSE-11-44311	
Subtotal Group 1				\$70,503.15		\$71,985.00		\$72,000.00		\$82,980.00		\$86,859.00		\$87,754.80		\$89,601.00		\$89,625.00
Sales and/or Use tax on above materials (7% if licensed to pay Iowa Sales Tax.)				\$4,935.22		\$5,038.95		\$5,040.00		\$5,808.60		\$6,080.13		\$6,142.84		\$6,272.07		\$6,273.75
Group 1 Overall:				NON-RESPONSIVE		NON-RESPONSIVE		NON-RESPONSIVE		\$88,788.60		\$92,939.13		\$93,897.64		\$95,873.07		\$95,898.75
Lead Time from PO Receipt Date:									8 weeks - Review exception		8-10 weeks		6-9 weeks		6-9 weeks, note exception		9-10 weeks Noted: SM-4 Fusing	

COUNCIL ACTION FORM

SUBJECT: ELECTRICAL MAINTENANCE SERVICES CONTRACT FOR POWER PLANT

BACKGROUND:

On April 12, 2016, City Council approved preliminary plans and specifications for the Power Plant's Electrical Maintenance Services Contract. This contract consists of regular professional maintenance and repair to numerous circuit breakers, relays, and electrical circuits located Plant-wide. This contract consists of emergency service, as well as regularly planned repairs and services during scheduled outages.

This contract is to provide electrical maintenance services for the period from July 1, 2016 through June 30, 2017. The contract also includes a provision that would allow the City to renew the contract for up to four additional one-year terms.

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

On May 12, 2016, bids were received from four companies as shown on Attachment A: Bid Summary on the attached Bid Report. Upon the initial evaluation, staff determined that the bid submitted from Midwest Engineering Consultants, LTD, was non-responsive because it did not provide a proposed price increase percentage for renewal periods with the bid. Instead of meeting this requirement, it was stated on the bid that *"MEC rate schedule is reviewed annually and any increase will be presented during the renewal process"*. Since this is a renewable contract, the percentages are a mandatory requirement because they provide a cap on any cost increases for each renewal year.

Attachment B shows a cost evaluation based on a sampling of personnel and associated travel/subsistence that the Power Plant requires for successful fulfillment for a typical work scenario performed on this service contract. That scenario consists of two technicians over a five day period.

Staff conducted a thorough evaluation of the remaining three bids. In evaluating the apparent low bidder, ProEnergy Services, LLC, staff had some concerns.

1. The bidding document specifications state that *"The contractor shall have certified shop capabilities for the rebuilding and testing of low and medium voltage switchgear and breakers."* This provision is very critical for the Power

Plant because we have and will continue to use this contract for testing and rebuilding our multiple breakers and switchgear. This equipment is very important to the Power Plant's operation and needs to be maintained by certified personnel and businesses. **ProEnergy did not demonstrate in their bid that they have adequate certifications to perform the needed rebuilding and testing, including certifications for their employees who will perform the work.**

2. **Staff contacted the references that ProEnergy submitted with their bid and had some concerns based on what was learned.** The first reference staff contacted stated that they used ProEnergy for a job to convert their cooling water system to be more automated. ProEnergy demolished and installed wiring, ran conduit, and wired up RTDs. ProEnergy did not perform any breaker or switchgear testing and/or rebuilding. There were also some issues with logistics which eventually got worked out by the end of the project. The second reference staff contacted stated that they have never used ProEnergy for any electrical maintenance and have only used them for mechanical items. That reference said that they no longer use ProEnergy, but when they did there was some difficulty in getting personnel who were well qualified and that were good workers. Eventually they were able to get good workers.

Based on the certification requirements and references, staff has concluded that it would be in the City's best interest to not award the contract to this company.

Staff compared the remaining two bidders, both over the first year of the contract and over the potential life of the contract if all renewals were approved. In both cases, Tri-City was the lower cost bidder.

City staff has concluded that awarding this contract to the second apparent low bidder, Tri-City Electric Company of Iowa, Davenport, IA, in the not-to-exceed amount of \$97,000 is in the best interest of the City. Tri-City demonstrated in their bid that they have adequate certifications to perform the needed rebuilding and testing, including certifications for their employees performing the work. Additionally, Tri-City holds the existing contract and has done an excellent job in maintaining the Power Plant's electrical equipment.

The benefits of having a contract for these services in place include the following:

- 1) Consistency of work and quality from a single contractor.
- 2) Reduction in the City's exposure to market forces regarding prices and availability for labor, travel, and supplies in preparation for a scheduled outage.
- 3) Rapid contractor mobilization to start emergency repairs, thus reducing generation downtime.
- 4) Efficient use of City staff time obtaining quotes, evaluating bids, and preparing specifications and other procurement documentation.

The approved FY 2016/17 operating budget for Electric Production includes \$97,000 for relay and breaker maintenance. Invoices will be based on contract rates for time and materials for services actually received.

ALTERNATIVES:

1. Award a contract for the Electrical Maintenance Services Contract for Power Plant to Tri-City Electric Company of Iowa, Davenport, IA, for hourly rates and unit prices bid, in an amount not-to-exceed \$97,000. The contract includes a provision that would allow the City to renew the contract for up to four additional one-year terms at stated rates.
2. Approve a contract with one of the other bidders.
3. Reject all bids and purchase electrical maintenance services on an as-needed basis.

MANAGER'S RECOMMENDED ACTION:

It is unusual to have two bidders disqualified for being non-responsive and for not having verifiable certifications and qualifications. However, this work is necessary to properly maintain the Power Plant's relays, circuit breakers and electrical circuits and to carry out emergency and scheduled repairs resulting from equipment failures. It is critical that the selected contractor be able to perform the needed services as required.

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



ITB 2016-148 Electrical Maintenance Services for Power Plant Bid Summary

DESCRIPTION	Tri-City Electric Company of Iowa, Davenport, IA			Shermco Industries Dallas, TX			ProEnergy Services, LLC Sedalia, MO			Midwest Engineering Consultants, LTD, Moline, IL		
	Hourly Rate (ST)	Hourly Rate (OT)	Hourly Rate (DT)	Hourly Rate (ST)	Hourly Rate (OT)	Hourly Rate (DT)	Hourly Rate (ST)	Hourly Rate (OT)	Hourly Rate (DT)	Hourly Rate (ST)	Hourly Rate (OT)	Hourly Rate (DT)
Supervisor	\$83.30	\$112.75	\$145.00	\$130.00	\$195.00		\$60.00	\$90.00		Non-Responsive. Did not provide proposed price increases percentage for renewal periods with the bid. Bid stated "MEC rate schedule is reviewed annually and any increase will be presented during the renewal process".		
Apprentice	\$33.95	\$44.20	\$55.30				\$35.00	\$52.50				
Foreman	\$79.00	\$108.50	\$140.00				\$55.00	\$82.50				
Journeyman	\$76.00	\$104.25	\$135.00				\$44.00	\$66.00				
Technician	\$90.00	\$115.00	\$150.00	\$120.00	\$180.00		\$50.00	\$75.00				
Technician Level II	\$95.00	\$120.00	\$155.00									
Technician Level III	\$100.00	\$125.00	\$160.00									
Elect. Field Eng	\$125.00	\$150.00	\$180.00									
Sr. Drives & Automation Tech				\$160.00	\$240.00							
Drives & Automation Tech				\$140.00	\$210.00							
ESD Circuit Breaker Shop				\$120.00	\$180.00							
Registered Engineer (PE)				\$160.00	\$240.00							
Electrical Engineer				\$140.00	\$210.00							
P & C Relay / NERC FERC Tech				\$145.00	\$217.50							
Subsistence:	\$145.00 per day			\$35.00 per day			\$110.00 per day for Supervision; \$100.00 per day for Craftsman					
Travel:	\$65.00 per hour			\$105.00 per hour			\$250.00 per mob / \$255.00 per demobe					
Mileage:	\$.75 per mile			\$1.25 per mile			IRS rate per mile					
Material Costs:	Cost Plus 10%			Cost Plus 20 %			Cost Plus 10 %					
Misc. Tools and Equipment Rates												
Relay Test Set	\$60.00/Day, \$240.00/Week, \$720.00/Month			Included in rate								
High Current Test Set	\$80.00/Day, \$320.00/Week, \$960.00/Month											
Electrical Tool Trailer							\$1,350 per week plus \$1,000 mobe/\$1,000 demobe					
Proposed Price Increase for Renewal Periods:												
Labor Rates:	3.5% per year			3% per year			0% per year					
Travel & Subsistence:	3.5% per year			3% per year			0% per year					

COUNCIL ACTION FORM

SUBJECT: CONTRACT RENEWAL FOR POWER PLANT BOILER TUBE SPRAY COATING AND RELATED SERVICES AND SUPPLIES

BACKGROUND:

This contract is for a contractor to provide and install new boiler tube coating and surface preparation at the City's Power Plant on an as needed basis.

On March 24, 2015, City Council awarded a contract to Integrated Global Services, Inc. Richmond, VA, for the Boiler Tube Spray Coating and Related Services and Supplies Contract to be furnished as requested from award date through June 30, 2015. The contract was in an amount not-to-exceed \$250,000. The initial contract period was shortened to enable future renewals to coincide with the City's fiscal year.

The contract has the option for the City to renew in one-year increments for up to four additional years. Staff recommends renewing the agreement for FY 2016/17. There is a rate provision under this contract that increases rates at fixed percentages above the previous fiscal year's contracted rates at time of renewal. The yearly rate increase is 2.5% for both labor, travel, and subsistence. The materials furnished will also be subject to escalation related to the raw material pricing of nickel due to the high quantities of nickel found in the materials. These increases are in accordance with the contract terms initially established. **This is the second renewal out of four maximum.**

Staff recommends that these services continue to be outsourced on an annual renewable contract basis. The benefits of having a contract for these services in place include the following:

- 1) Consistency of work and quality from a single contractor.
- 2) Reduction in the City's exposure to market forces regarding prices and availability for labor, travel, and supplies in preparation for a scheduled outage.
- 3) Rapid contractor mobilization to start emergency repairs, thus reducing generation downtime.
- 4) Efficient use of City staff time obtaining quotes, evaluating bids and preparing specifications and other procurement documentation.

Funding in the amount of \$225,000 is available from the approved FY2016/17 Power Plant operating budget for Units #7 and #8 Boiler Maintenance. Invoices will be based on contract rates for time and materials for services that are actually received.

ALTERNATIVES:

1. Approve the contract renewal with Integrated Global Services, Inc. Richmond, VA, for the Boiler Tube Spray Coating and Related Services and Supplies Contract from July 1, 2016 through June 30, 2017, and approve contract and bond. Total work in FY 2016/17 shall be an amount not-to-exceed \$225,000.
2. Do not renew the agreement and instruct staff to seek new competitive bids.

MANAGER'S RECOMMENDED ACTION:

This contract is needed to carry out emergency and routine boiler tube spray coating services at the Power Plant to maintain protection to the tubes replaced in 2013. Failure to maintain the coating will result in increased wear and early tube deterioration. The contract establishes rates for service and provide for guaranteed availability, thereby establishing pre-determined rates for service.

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

COUNCIL ACTION FORM

SUBJECT: CONTRACT RENEWAL FOR PURCHASE OF ELECTRIC DISTRIBUTION UTILITY POLES

BACKGROUND:

On August 27, 2013, the City Council approved a contract with Baldwin Pole & Piling, Inc., for purchase of electric distribution utility poles. This contract allows the City to purchase poles at its discretion (quarterly or as-needed) in order to meet the anticipated needs of the Electric Services Department for new construction and maintenance. This provides the City with inventory management flexibility and helps to reduce the need for storage space.

The contract with Baldwin Pole & Piling includes a provision that allows the City to renew for up to four additional one-year terms. This contract is the third of four optional renewal periods, and would provide distribution poles for the period of September 1, 2016, through June 30, 2017. There is no price increase with this contract renewal. The Electric Services Department requested a shortened renewal period in order to align with the City's fiscal year.

The poles are purchased from an Electric Department inventory asset account and charged to the appropriate operations accounts as the poles are put into use. Prices are exclusive of sales taxes. **Council should note that no contract amount is being authorized at this time, since payments will be made as these poles are purchased.**

ALTERNATIVES:

1. Renew the contract with Baldwin Pole & Piling, Inc., Des Moines, Iowa, for the purchase of electric distribution utility poles in accordance with unit prices.

Poles will be purchased as needed. Payments will be based on unit prices and actual quantities ordered, plus applicable sales taxes. There will be no price increases for the third renewal period; prices will remain the same as the previous year.

2. Reject renewal extension and attempt to purchase electric distribution utility poles on an as-needed basis at unpredictable prices.

MANAGER'S RECOMMENDED ACTION:

It is important to purchase distribution utility poles at the lowest possible cost with minimal risk to the City. It is also imperative to have these poles available to meet Electric Services Department needs for new service or emergency replacements.

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



CITY OF
Ames™

Caring People ♦ Quality Programs ♦ Exceptional Service

MEMO

To: Mayor and Members of the City Council

From: City Clerk's Office

Date: June 10, 2016

Subject: Contract and Bond Approval

There are no Council Action Forms for Item Nos. 28 through 30. Council approval of the contract and bond for these projects is simply fulfilling a *State Code* requirement.

/jr

COUNCIL ACTION FORM

SUBJECT: GEOTUBE BAGS FOR POWER PLANT ASH POND – CHANGE ORDER NO. 2

BACKGROUND:

In an effort comply with EPA Coal Combustion Residue regulation, the Power Plant has elected to inactivate its ash pond, which normally stores its boiler bottom ash. Electric Services has discontinued sending bottom ash to the ash pond to meet the EPA standard and, as an alternative, collect it in geotube filter bags for disposal at the landfill. By discontinuing the use of the Ash Pond, the City will be exempt from future ash pond maintenance and environmental monitoring requirements regulated by the guideline. It should be noted that this provision of the regulation is currently under review at the DC District court.

On November 10, 2015, City Council approved of waiving the purchasing policy requirement for competitive bidding for the Geotube Bags for Power Plant Ash Pond and awarding a contract to Geo-Synthetics LLC, Waukesha, WI, in the amount of \$193,803.75 (inclusive of Iowa sales tax). This was for the purchase of 525 bags priced at \$345 each.

The Power Plant needs to purchase up to an additional 300 bags to continue ash disposal operations through the summer of 2016 as the City awaits EPA confirmation on a decision regarding the future use of the ash ponds. It is anticipated that the EPA will allow the re-use of the ash ponds under a revision to the CCR ruling. If this decision is accepted by the EPA, the Power Plant intends to re-use the ash ponds for ash disposal and the need to purchase bags will no longer be required.

One change order, totaling \$38,015, was issued previously for the purchase of an additional 100 bags. **Change Order #2 will add an additional \$113,595 to this contract, and will bring the total contract amount to \$345,413.75.**

Funding is available from the approved FY2016/17 Electric Production operating budget from the Unit #8 & #7 line items which currently contain \$175,000 for ash disposal.

ALTERNATIVES:

1. Approve Change Order No. 2 to Geo-Synthetics LLC, Waukesha, WI, in the amount of \$113,595 (inclusive of Iowa sales tax) for the purchase of an additional 300 geotube bags for Power Plant Ash Pond. This will bring the total contract amount not to exceed \$345,413.75.
2. Reject Change Order No. 2.

MANAGER'S RECOMMENDED ACTION:

Purchase of additional geotube bags is critical since they are used to capture bottom ash from the Power Plant boilers before emptying into the Ash Ponds in violation of the EPA Coal Combustion Residue mandate.

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

COUNCIL ACTION FORM

SUBJECT: CHANGE ORDER FOR PURCHASE OF ADDITIONAL O2 PROBES

BACKGROUND:

The Power Plant purchased two O2 probes for \$21,836.56 (inclusive of Iowa sales tax) from Yokogawa Corp of America c/o Power Specialties. These O2 probes are used for measuring the amount of excess oxygen as a result of the natural gas and air combusting inside the boiler. The probes play a main role in assuring the safety and efficiency of the boiler combustion.

The system is designed to run with a total of four probes. The latest boiler tube failure caused high pressure water/steam to be blown directly at the O2 probes and have caused damage to three of the four. Two of the damaged probes have permanently failed and the third is currently working even though it has failed for a brief time in the recent past. The original purchase of \$21,836.56 was to replace the two that have permanently failed.

A change order is now needed. Staff has determined that two additional O2 probes need to be ordered in order have two spares. Staff believes that the two remaining probes have suffered damage that will cause them to permanently fail at some time in the future.

This change order will add an additional \$30,297.82 (inclusive of Iowa sales tax) to the purchase order, bringing the total order amount to \$52,134.38. The \$8,461.26 increase above the original order amount covers the freight cost for the original order and this requested change order.

Funds for the purchase of these parts is available from the approved FY 2015/16 operating budget for Electric Production which includes \$57,818.

ALTERNATIVES:

1. Approve contract Change Order No. 1 to Yokogawa Corp of America c/o Power Specialties, Raytown, MO, in the amount of \$30,297.82 (inclusive of Iowa sales tax) for the purchase of two additional O2 probes and the delivery of all four probes.
2. Reject contract Change Order No. 1 and delay the purchase of these probes.

MANAGER'S RECOMMENDED ACTION:

These O2 probes are critical in assuring the safety and efficiency of the combustion process inside the boiler and assuring the reliability of the unit. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.

COUNCIL ACTION FORM

SUBJECT: NEW WATER PLANT CHANGE ORDER NO. 8 – CONTRACT 2

BACKGROUND:

On October 14, 2014, the City Council awarded a construction contract to Knutson Construction of Minneapolis, MN for the City's new drinking water treatment plant.

Eight items have been identified that need to be addressed and that result in a change to the contract. Knutson has provided a proposed change order for the work. Each item is described below.

- **Epoxy flooring** – Changes are proposed for a less expensive flooring finish in several utility closets, laundry/first aid area, and corridor areas. **Total savings is \$5,080.**
- **Condensate pump and drain** – Because of the high humidity in parts of the facility, the electrical equipment requires a drain to remove condensation. An area has been identified where there is no nearby floor drain. A small pump is proposed in order to connect to a floor drain in another area. **Total cost for the change is \$2,025.**
- **36 inch butterfly valve** – The design of the filters intended for a valve to be located in a specific location in the filter piping. However, the construction drawings did not clearly show a valve. This valve is needed for operation of the filters. Using unit costs from other valves on the project a reasonable price was determined. **Total cost for the valve is \$18,106.**
- **Delete sample valves** – It was realized that some sample valves were specified twice in the project documents and included by the contractor twice in their bid. **Total savings is \$606.**
- **Openings in pipe gallery east wall** – The openings on the east wall of the pipe gallery needed to be formed differently than shown on the plans. **Total cost for this change is \$8,041.**
- **Water Lines** – Water lines in the office area are proposed to be rerouted to avoid a stairwell. **Total cost for the change is \$1,024.**
- **Valve stem modifications** – Two of the valve operators for the backwash recovery valves extend into a walkway, posing a trip hazard. Proposed modifications will shorten the operators, opening up the walkway and facilitating easier operation. **Total cost for the change is \$773.**
- **Generator and transformer pad revisions** – The manufacturer made a suggestion to modify the concrete pad on which the generator and transformer will be mounted. **Total savings is \$4,942.**

The net cost for this change order is \$19,341. It is the opinion of the consulting team that this is a reasonable price.

The approved FY 16/17 Capital Improvements Plan includes a total project budget of \$71,241,000. A simplified breakdown of the project costs is shown below.

Description	Amount
Contract 1 (actual bid price)	\$3,197,273
Contract 2 (actual bid price)	52,497,000
Engineering	8,900,000
Lime Sludge Removal	1,570,000
Land & Easements	899,000
Special Inspections	350,000
Pre-design Activities	774,000
Equipment Allowances, Misc.	540,000
Contingency	2,513,727
Total	\$71,241,000

The contingency shown above has been reduced from what was shown in previous Council Action Forms to match the FY 2016/17 CIP, reflecting the competitive bid prices received for both construction contracts.

A summary of all change orders executed since the award of the construction contracts is included on the next page, with this latest change order shown in bold.

ALTERNATIVES:

1. Approve Change Order No. 8 for Contract 2 with Knutson Construction in the amount of \$19,341.
2. Do not approve the change order at this time.

MANAGER’S RECOMMENDED ACTION:

The proposed changes are to improve reliability and function of the water plant. The consulting engineers, City staff, and Knutson Construction have worked together to come up with reasonable, cost effective recommendations.

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

New Water Treatment Plant
Summary of Change Orders and Running Contingency Balance

Description	Net Change	Remaining Contingency
<i>Initial contingency, based on FY 16/17 CIP</i>		\$ 2,513,727.00
Contract 2, Change Order #1 Sanitary Sewer Realignment	\$ 127,023.00	\$ 2,386,704.00
Contract 2, Change Order #2 Second water service line; additional gate valve; change in pipe material; manhole waterproofing.	\$ 55,634.00	\$ 2,331,070.00
Contract 1, Change Order #1 Raw water realignment, site work, communication structure	\$ 9,256.45	\$ 2,321,813.55
Contract 1, Change Order #2 Piping changes, bypass structure changes, hydrant valves	\$ 21,687.60	\$ 2,300,125.95
Contract 2, Change Order #3 Minor plumbing changes, tree removal, minor electrical change to elevator, process valve simplification	\$ 5,457.00	\$ 2,294,668.95
Contract 1, Change Order #3 Air relief hydrants, pedestrian ramp, thrust block removal and replacement	\$ 16,974.83	\$ 2,277,694.12
Contract 2, Change Order #4 Clearwell access hatches	\$ 6,192.00	\$ 2,271,502.12
Contract 2, Change Order #5 Debris removal, analyzers, access doors, lime pond gates, structural clarifications	\$ 21,790.00	\$ 2,249,712.12
Contract 1, Change Order #4 Road stone, replace lime sludge line laterals, repaint hydrants	\$ 6,647.12	\$ 2,243,065.00
Contract 2, Change Order #6 Electrical modifications, valve floor stand, tracer wire, loss of work time	\$ 22,624.00	\$ 2,220,441.00
Contract 2, Change order #7 Piping modifications to eliminate maintenance in a confined space	\$ 8,985.00	\$ 2,211,456.00
Contract 2, Change order #8 Flooring changes, plumbing modifications, concrete construction changes, valves, concrete pad	\$ 19,341.00	\$ 2,192,115.00

COUNCIL ACTION FORM

SUBJECT: CHANGE ORDER NO. 3 TO WATER TREATMENT PLANT FIVE-YEAR WELL REHABILITATION PROJECT

BACKGROUND:

On July 14, 2015 the Ames City Council awarded a contract to Northway Well and Pump Company of Marion, Iowa in the amount of \$59,212 to complete the rehabilitation of four drinking water wells prior to June 30, 2016. This is the fourth year of a renewable five-year contract. At the time of the contract award, staff indicated additional well repair work may be required in conjunction with the rehabilitation work. The extent of this work would not be known until each well is taken out of service for the rehabilitation. It was anticipated that change orders would be necessary to pay for additional repair work as the need arises. Previous change orders were as follows:

- No.1 – \$949.40 to replace five feet of column piping and line shaft bearings in Well No. 18.
- No. 2 – \$3,059.00 to replace 25 feet of column piping in Well No. 25.

Staff has now determined that a third change order is needed to complete repairs to Well No. 17.

During the disassembly and video inspection of Well No. 17, Northway Well and Pump Company found the steel casing had eroded away below ground level and caused the well to fill with gravel. To repair the eroded casing, Northway is recommending a new liner be installed within the original casing. Further inspection showed gravel and sand that entered the well through the damaged casing had damaged the pumping unit beyond repair. The total amount for change order No. 3 is \$38,256.00.

The Water Treatment Plant operating budget includes \$60,800 for the rehabilitation of four wells, with an additional \$20,000 budgeted for well repairs. After change orders Nos. 1 and 2, \$15,991.60 remains for repairs. An additional \$25,000 has been budgeted for well repairs in FY 2016/17. Between the remaining balance in the current year and the funds budgeted in the upcoming fiscal year, there are sufficient funds available to cover this repair. **The FY 2016/17 budget can be amended if future well repairs are needed.**

ALTERNATIVES:

1. Approve Change Order No. 3 to the FY 15-16 Water Treatment Plant Well Rehabilitation Project in the amount of \$38,256 for repairs to Well No. 17.
2. Do not approve Change Order No. 3 to the current year's Water Treatment Plant Well Rehabilitation Project at this time and direct staff to begin planning for replacement of Well No. 17.

MANAGER'S RECOMMENDED ACTION:

It is in the city's best interest to maintain the capacity of the existing wells for as long as possible and postpone the need to construct new potable supply wells. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.

In order to finance this change order, the remaining \$15,991.60 from the FY 2015/16 budget will be utilized along with the \$25,000 budgeted in FY 2016/17 for well repairs.

COUNCIL ACTION FORM

SUBJECT: MAJOR FINAL PLAT FOR DOTSON DRIVE SUBDIVISION

BACKGROUND:

The City's subdivision regulations are included in Chapter 23 of the Ames Municipal Code. This "Subdivision Code" includes the process for creating or modifying property boundaries, and specifies whether any improvements are required in conjunction with the platting of property. The creation of new lots is classified as either a major or minor subdivision, with a major subdivision requiring a two step platting process to finalize the creation of new lots. The "Preliminary Plat" is first approved by the City Council, and identifies the layout of the subdivision and any necessary or required public improvements. Once the applicant has completed the necessary requirements, including provision of required public improvements or provision of financial security for their completion, an application for a "Final Plat" may then be made for City Council approval. After City Council approval of the Final Plat, it must then be recorded with the County Recorder to become an officially recognized subdivision plat.

Hunziker Christy Shirk Builders, Inc. is requesting approval of a major final plat for Dotson Drive Subdivision. The Dotson Drive Subdivision lies north of Mortensen Road on the west side of Dotson Drive as shown on Attachment A – *Location Map*.

The final Plat includes 15 lots for single-family detached homes and three additional outlots for open space. Seven of the lots along the north portion of the site will have access onto Dotson Drive while the remaining eight lots will be accessed from a newly developed public loop street, Dotson Place. There is a broad size range in the single family lot areas from .2 acres to 1.27 acres in size. All lots meet minimum size requirements and frontage requirements for the FS-RL zoning district. Additionally, there will be a path connection from Dotson Drive to Cochrane Parkway along Lot 2.

Three outlots in the proposed subdivision total 1.12 acres. Outlots A and B, which include 1.02 acres, will function as open space, utility easement areas and part of the storm water system. On the Final Plat, Outlots A and B include public utility, storm water detention, and surface water flowage easements over each entire outlot. Outlot C is a parcel of land included in this development from the previously platted Southfork Subdivision and is part of the existing Conservation Easement Area. The outlots and open area created by the loop street will be retained under the control of the homeowners association and will not become a city responsibility for maintenance.

Public improvements, including streets, sidewalks, sanitary sewer, water, storm sewer system, street lights, trails, subdrains and seeding for storm water detention basins are required as part of this major subdivision. New sewer and water connections were installed with the extension of Dotson Drive and required as part of the Minor Final plat for Ames Middle School Plat 3. Financial security, in the amount of \$249,577 has been

provided to cover the cost of completing the remaining public improvements. All public improvements, including sidewalks 5 feet wide, must be installed within three years of final plat approval. Street trees can still be deferred until occupancy of each home.

The financial security allows the City to complete the improvements, including the sidewalks, after three years if necessary. The City Council is being asked to accept the signed Improvement Agreement with financial security for those improvements. Financial security can be reduced by the City Council as the required infrastructure is installed, inspected, and accepted by the City.

Public Works Department has reviewed a submitted Storm Water Management Plan for this subdivision and has determined that the development will require a partial waiver of the requirements of the adopted Post Construction Storm Water Ordinance. The Public Works Department approved on May 18, 2016 a partial waiver of the requirements of 5B by utilizing soil quality restoration and on-site detention practices. It is understood that the balance of the run-off requirements from Municipal Code, Section 5B will be accounted for by utilizing the off-site storm water management “bank” at the Scenic Valley Subdivision site for the balance of the required water volumes.

After reviewing the proposed Final Plat, staff finds that it complies with the approved Master Plan, Preliminary Plat, and all other relevant design and improvement standards required by the Municipal Code.

ALTERNATIVES:

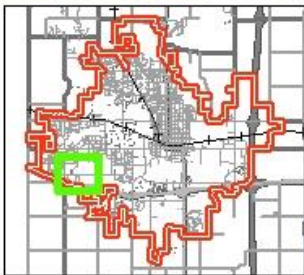
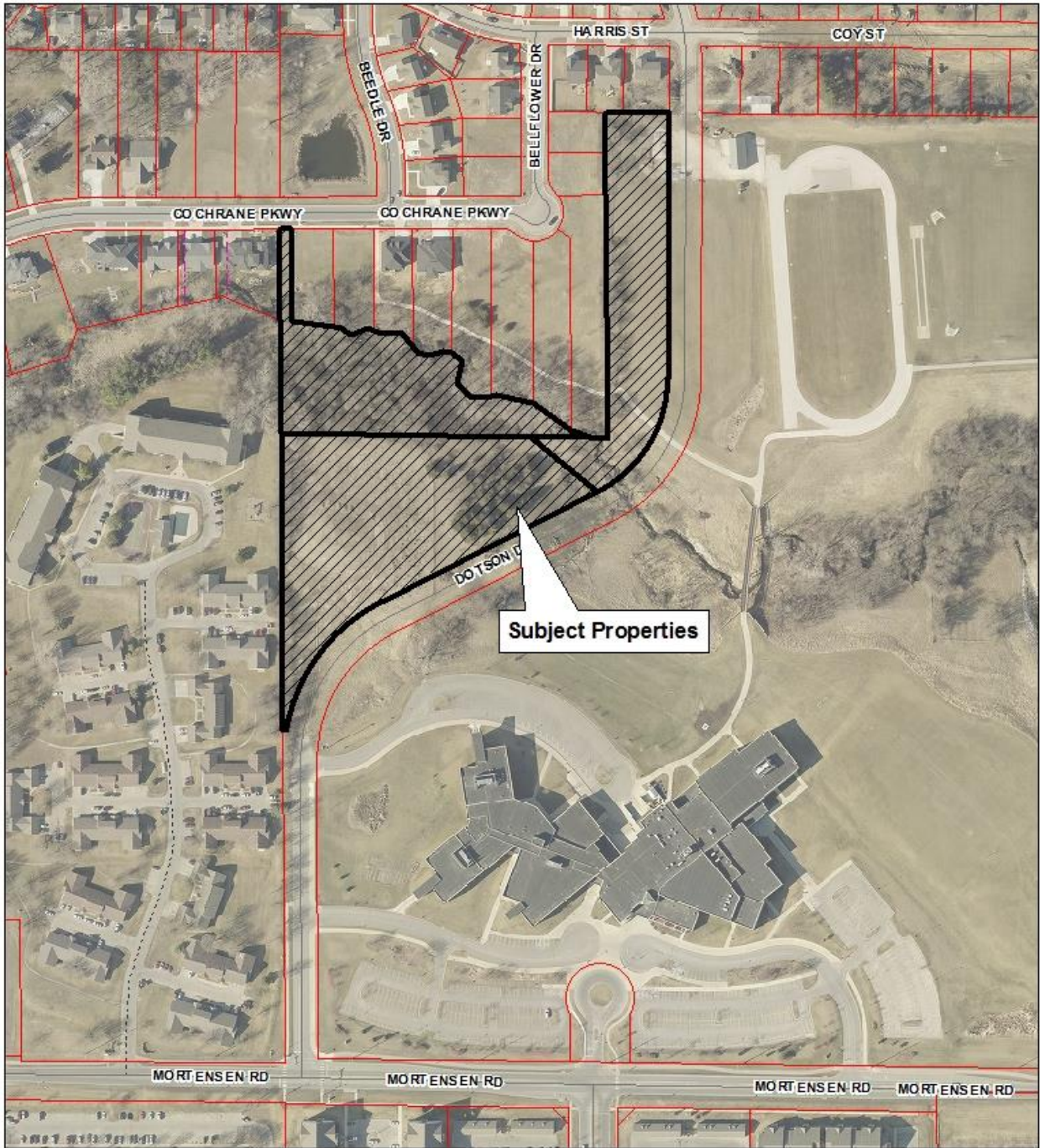
1. The City Council can approve the Final Plat of Dotson Drive Subdivision based upon the staff’s findings that the Final Plat conforms to relevant and applicable design standards, ordinances, policies, and plans with an Improvement Agreement and financial security.
2. The City Council can deny the Final Plat for Dotson Drive Subdivision, if it finds that the development creates a burden on existing public improvements or creates a need for new public improvements that have not yet been installed.
3. The City Council can refer this request back to staff or the applicant for additional information.

MANAGER’S RECOMMENDEATION:

City staff has evaluated the proposed final subdivision plat and determined that the proposal is consistent with the master plan and preliminary plat and that the plat conforms to the adopted ordinances and policies of the City as required by Code.

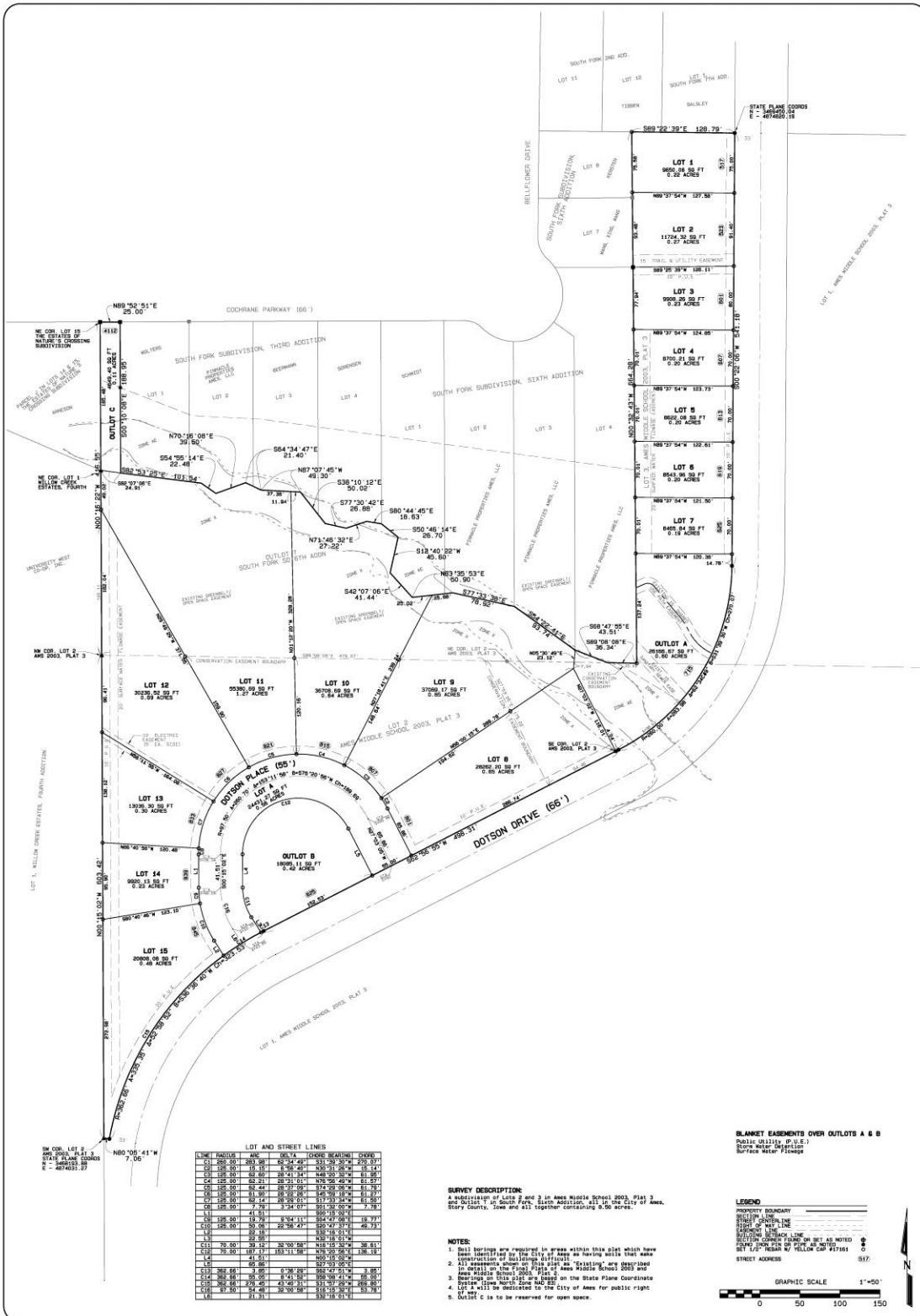
Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1, thereby approving the final plat for Dotson Drive Subdivision.

ATTACHMENT 1: LOCATION MAP



**Location Map
Dotson Drive Subdivision**

ATTACHMENT 2: DOTSON DRIVE SUBDIVISION



STUMBO & ASSOCIATES
LAND SURVEYING
 510 S. 17th STREET, SUITE 102 AMES, IOWA 50010
 PHONE 515-293-3684 FAX 515-293-4403

FINAL PLAT
DOTSON DRIVE
DEVELOPMENT SUBDIVISION
 A SUBD. OF LOTS 2 & 3, AMES MIDDLE SCHOOL, 2003, PLAT 3
 & OUTLOT 1, SOUTH FORK, SIXTH ADDITION, AMES, IOWA
 JOB #16845FP DATE: 5/17/16 PAGE: 1 of 1

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

By: Bradley Blum License #1761 Date: _____
 My license renewed date is December 31, 2017

BRADLEY BLUM
LICENSED SURVEYOR
IOWA
PROFESSIONAL LAND SURVEYING
 17161

Applicable Laws and Policies Pertaining to Final Plat Approval

Adopted laws and policies applicable to this case file include, but are not limited to, the following:

Ames *Municipal Code* Section 23.302

(10) City Council Action on Final Plat for Major Subdivision:

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

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

(c) The City Council may:

(i) deny any subdivision where the reasonably anticipated impact of such subdivision will create such a burden on existing public improvements or such a need for new public improvements that the area of the City affected by such impact will be unable to conform to level of service standards set forth in the Land Use Policy Plan or other capital project or growth management plan of the City until such time that the City upgrades such public improvements in accordance with schedules set forth in such plans; or,

(ii) approve any subdivision subject to the condition that the Applicant contribute to so much of such upgrade of public improvements as the need for such upgrade is directly and proportionately attributable to such impact as determined at the sole discretion of the City. The terms, conditions and amortization schedule for such contribution may be incorporated within an Improvement Agreement as set forth in Section 23.304 of the Regulations.

(d) Prior to granting approval of a major subdivision Final Plat, the City Council may permit the plat to be divided into two or more sections and may impose such conditions upon approval of each section as it deems necessary to assure orderly development of the subdivision.

(e) Following such examination, and within 60 days of the Applicant's filing of the complete Application for Final Plat Approval of a Major Subdivision with the Department of Planning and Housing, the City Council shall approve, approve subject to conditions, or disapprove the Application for Final Plat Approval of a Major Subdivision. The City Council shall set forth its reasons for disapproving any Application or for conditioning its approval of any Application in its official records and shall provide a written copy of such reasons to the developer. The City Council shall pass a resolution accepting the Final Plat for any Application that it approves.

(Ord. No. 3524, 5-25-99)

COUNCIL ACTION FORM

SUBJECT: MAJOR FINAL PLAT FOR SUNSET RIDGE SUBDIVISION, 7th ADDITION

BACKGROUND:

The City's subdivision regulations are included in Chapter 23 of the Ames Municipal Code. This "Subdivision Code" includes the process for creating or modifying property boundaries, and specifies whether any improvements are required in conjunction with the platting of property. The creation of new lots is classified as either a major or minor subdivision, with a major subdivision requiring a two step platting process to finalize the creation of new lots. The "Preliminary Plat" is first approved by the City Council, and identifies the layout of the subdivision and any necessary or required public improvements. Once the applicant has completed the necessary requirements, including provision of required public improvements or provision of financial security for their completion, an application for a "Final Plat" may then be made for City Council approval. After City Council approval of the Final Plat, it must then be recorded with the County Recorder to become an officially recognized subdivision plat.

Hunziker Land Development, LLC is requesting approval of a major final plat for Sunset Ridge Subdivision, 7th Addition. Sunset Ridge Subdivision, 7th Addition is located at 125 Wilder Avenue on the west end of Lincoln Way, west of Wilder Avenue and as shown on *Attachment A – Location Map*.

The Final Plat includes 20 lots for development of single family attached dwellings. Wilder Avenue is the single main access from Lincoln Way for the development. The development includes Outlot B (.80 acres) for a private street connection to each of the 20 home lots to access the rear loaded garages. Outlot B also includes a blanket easement for public utility and sidewalks. Outlot A (.77 acres) is included on the plat and identified as public open space to meet some of the minimum 40% open space required for the approved PRD, as well as blanket easement for storm sewer, storm water detention and surface water flowage. The outlots will be retained under the control of the homeowners association and will not become a city responsibility for maintenance.

New sewer and water connections have been installed based on the layout of the approved PRD and Major Site Development Plan for the sites. The public sidewalk has been installed along Lincoln Way and along the west side of the proposed development with connection to the single family homes of Sunset Ridge. The shared use path along Wilder Avenue has been proposed as part of the Preliminary Plan and will require security for this final plat. With the installation of the public water and sewer mains and the use of private streets for the development, little public improvement is necessary for the development. Financial security, in the amount of \$13,748, for the COSESCO erosion control and the public shared use path along Wilder Avenue has been provided

to cover the cost of completing the remaining public improvements. All public improvements, including sidewalks and shared use paths, must be installed within three years of final plat approval.

Chapter 23 of the Municipal Code, would typically require street trees for residential subdivisions along both sides of the street at a spacing of 30-50 feet on center to allow for the growth of the tree canopy. The applicant is meeting this minimum required, however with the existence of the median in the ROW for Wilder Avenue, a question was raised about the viability of the existing median trees with the proposed new streets trees along Wilder Avenue. Therefore, staff feels it is acceptable for the street tree plan approved with the Preliminary Plat in this situation to be adjusted in terms of number, tree type and spacing within the right-of-way along Wilder Avenue as is permitted by the spacing standards within Chapter 23. Final planting arrangements will be determined by staff based on the health of the existing trees in the median and maximizing street trees along Wilder. Street trees can still be deferred until occupancy of each home based on the sidewalk and street tree agreement.

The financial security allows the City to complete the improvements, including the sidewalks, after three years if necessary. The City Council is being asked to accept the signed Improvement Agreement with financial security for those improvements. Financial security can be reduced by the City Council as the required infrastructure is installed, inspected, and accepted by the City.

After reviewing the proposed Final Plat, staff finds that it complies with the approved Major Site Development Plan, Preliminary Plat, and all other relevant design and improvement standards required by the Municipal Code.

ALTERNATIVES:

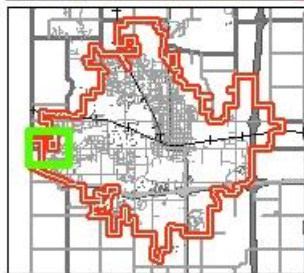
1. The City Council can approve the Final Plat of Sunset Ridge Subdivision, 7th Addition based upon the staff's findings that the Final Plat conforms to relevant and applicable design standards, ordinances, policies, and plans with an Improvement Agreement and financial security.
2. The City Council can deny the Final Plat for Sunset Ridge Subdivision, 7th Addition, if it finds that the development creates a burden on existing public improvements or creates a need for new public improvements that have not yet been installed.
3. The City Council can refer this request back to staff or the applicant for additional information.

MANAGER'S RECOMMENDATION:

City staff has evaluated the proposed final subdivision plat and determined that the proposal is consistent with the major site plan and preliminary plat and that the plat conforms to the adopted ordinances and policies of the City as required by Code.

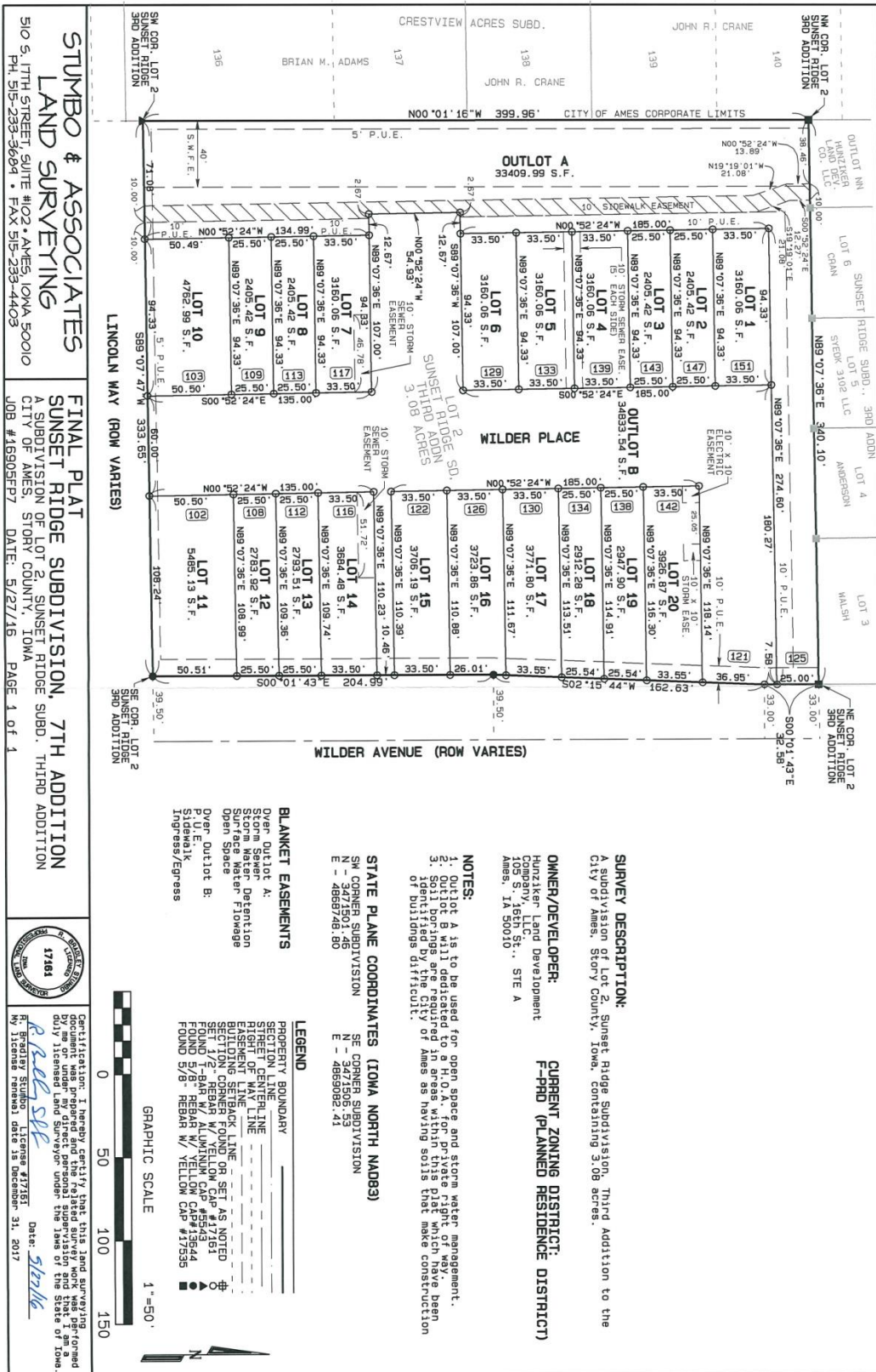
Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1, thereby approving the final plat for Sunset Ridge Subdivision, 7th Addition

ATTACHMENT 1: LOCATION MAP



**Location Map
125 Wilder Avenue**

ATTACHMENT 2: SUNSET RIDGE SUBDIVISION, 7TH ADDITION



Applicable Laws and Policies Pertaining to Final Plat Approval

Adopted laws and policies applicable to this case file include, but are not limited to, the following:

Ames *Municipal Code* Section 23.302

(10) City Council Action on Final Plat for Major Subdivision:

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

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

(c) The City Council may:

(i) deny any subdivision where the reasonably anticipated impact of such subdivision will create such a burden on existing public improvements or such a need for new public improvements that the area of the City affected by such impact will be unable to conform to level of service standards set forth in the Land Use Policy Plan or other capital project or growth management plan of the City until such time that the City upgrades such public improvements in accordance with schedules set forth in such plans; or,

(ii) approve any subdivision subject to the condition that the Applicant contribute to so much of such upgrade of public improvements as the need for such upgrade is directly and proportionately attributable to such impact as determined at the sole discretion of the City. The terms, conditions and amortization schedule for such contribution may be incorporated within an Improvement Agreement as set forth in Section 23.304 of the Regulations.

(d) Prior to granting approval of a major subdivision Final Plat, the City Council may permit the plat to be divided into two or more sections and may impose such conditions upon approval of each section as it deems necessary to assure orderly development of the subdivision.

(e) Following such examination, and within 60 days of the Applicant's filing of the complete Application for Final Plat Approval of a Major Subdivision with the Department of Planning and Housing, the City Council shall approve, approve subject to conditions, or disapprove the Application for Final Plat Approval of a Major Subdivision. The City Council shall set forth its reasons for disapproving any Application or for conditioning its approval of any Application in its official records and shall provide a written copy of such reasons to the developer. The City Council shall pass a resolution accepting the Final Plat for any Application that it approves.

(Ord. No. 3524, 5-25-99)



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

37

June 7, 2016

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

Ladies and Gentlemen:

I hereby certify that the public utility improvements, curb & gutter, and asphalt base paving construction required as a condition for approval of the final plat of **South Fork, 8th Addition** have been completed in an acceptable manner by **Ames Trenching and Excavating and Manatts, Inc. of Ames, IA**. The above-mentioned improvements have been inspected by the Engineering Division of the Public Works Department of the City of Ames, Iowa and found to meet City specifications and standards.

As a result of this certification, it is recommended that the financial security for public improvements on file with the City for this subdivision be set at **\$23,450.00**. The remaining work covered by this financial security includes asphalt surface paving, and final utility fixture adjustments.

Sincerely,

John C. Joiner, P.E.
Director

JJ/jc

cc: Finance, Contractor, Construction Supervisor, PW Senior Clerk, Planning & Housing,
Subdivision file

Description	Unit	Quantity
MOBILIZATION	LS	1
EXCAVATION, CLASS 13	CY	1,500
SUBGRADE PREPARATION, 12-INCH	SY	2,310
SANITARY SEWER GRAVITY MAIN, TRENCHED, 8-INCH, PVC	LF	618
SANITARY SEWER SERVICE STUB, 4-INCH, PVC	EA	17
SANITARY SEWER CLEANOUT	EA	1
STORM SEWER, TRENCHED, RCP CLASS III, 15-INCH	LF	327
FOOTING DRAIN COLLECTOR, 6-INCH	LF	388
FOOTING DRAIN CLEANOUT, 6-INCH	EA	1
FOOTING DRAIN OUTLET AND CONNECTION, 6-INCH	EA	1
STORM SEWER SERVICE STUB, 1.5-INCH, PVC	EA	17
WATER MAIN, TRENCHED, PVC SDR18, 8-INCH	LF	691
WATER SERVICE STUB, CURB STOP & BOX, 1-INCH	EA	17
FITTINGS, 8-INCH, 45 DEGREE ANGLE	EA	2
FITTINGS, 8-INCH, SLEEVE	EA	1
VALVE, MJ GATE, 8-INCH	EA	1
FIRE HYDRANT ASSEMBLY	EA	4
RELOCATE FLUSHING DEVICE (BLOWOFF), 8-INCH	EA	1
INTAKE, SW-301	EA	2
INTAKE, SW-501	EA	1
INTAKE, SW-503	EA	1
CURB & GUTTER, 30-INCH	LF	1,371
PAVEMENT, HMA, 8-INCH	SY	1,601
PCC SIDEWALK, 6-INCH	SY	26
DETECTABLE WARNING	SF	66
SEEDING, TYPE 1 LAWN MIX	ACRE	1
SILT FENCE, INSTALL, MAINTAIN & REMOVE	LF	950
INLET PROTECTION DEVICE, INSTALL, MAINTAIN & REMOVE	EA	6
STABILIZED CONSTRUCTION ENTRANCE	EA	2



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

38

June 6, 2016

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

Ladies and Gentlemen:

I hereby certify that the public utilities, curb and gutter, and base asphalt paving construction required as a condition for approval of the final plat of **Somerset – 25th Addition** have been completed in an acceptable manner by **Keller Excavating of Boone, IA and Manatts, Inc of Ames, IA**. The above-mentioned improvements have been inspected by the Engineering Division of the Public Works Department of the City of Ames, Iowa and found to meet City specifications and standards.

As a result of this certification, it is recommended that the financial security for public improvements on file with the City for this subdivision be released in full.

Sincerely,

A handwritten signature in blue ink that reads 'John C. Joiner'.

John C. Joiner, P.E.
Director

JJ/jc

cc: Finance, Contractor, Construction Supervisor, PW Senior Clerk, Planning & Housing,
Subdivision file

Somerset 25th Addition

June 6, 2016

Page 2

Description	Unit	Quantity
Mobilization	LS	1
Topsoil, Strip, Salvage, Respread	CY	8,150
Grading	CY	27,500
Sanitary Sewer, Connect to Existing	EA	1
Sanitary Manhole, SW-301	EA	7
Sanitary Sewer, 8"	LF	1,550
Sanitary Sewer, Service, 4"	LF	985
Storm Sewer, SW 401	EA	2
Storm Sewer, SW 501	EA	4
Storm Sewer, SW 503	EA	3
Storm Sewer, 507	EA	4
Storm Sewer, Drain Tile Cleanout	EA	2
Storm Sewer, 8"	LF	518
Storm Sewer, 15"	LF	483
Storm Sewer, 18"	LF	148
Storm Sewer, 24"	LF	96
Storm Sewer, 36"	LF	596
Storm Sewer Service, 1.5"	LF	916
Storm Sewer, FES and Endwall, 36"	EA	1
Class E Rip Rap	TN	30
Water Main, 8"	LF	1,010
Water Tapping Valve and Sleeve, 8"x8"	EA	2
Water Service	LF	895
Curb Stop	EA	25
Fire Hydrant and Valve Assembly	EA	2
Mobilization	LS	1
Subgrade Prep	SY	2,895
PCC Curb and Gutter, 30"	LF	2,030
Pavement, HMA Base, 6"	TN	908
Pavement, HMA Surface, 2"	TN	277
PCC Sidewalk, ADA Ramps	SY	245
Mobilization	LS	1
Silt Fence	LF	1,900
Seeding, Temporary	AC	11.15

COUNCIL ACTION FORM

SUBJECT: REVISIONS TO ASSET 28E AGREEMENT

BACKGROUND:

The ASSET partnership is established in a 28E intergovernmental agreement. This agreement outlines the parties that participate in ASSET and how they each contribute to the financing of the administrative support for ASSET.

The current 28E agreement was most recently modified in 2014 to reflect the addition of the mental health region that serves Story County. The current partners are: the City of Ames, Story County, United Way of Story County, the Iowa State University Government of the Student Body (GSB), Central Iowa Community Services, and the Iowa Department of Human Services (DHS).

Since the agreement was last amended, GSB has undergone an official name change, and is now the Iowa State University Student Government. Additionally, DHS, which had not funded services through ASSET, but which had assisted in the financing of the ASSET administrative staff, has indicated to ASSET that it no longer will participate in ASSET. Therefore, the 28E agreement must be modified to reflect the change to GSB's name and the removal of DHS.

The City Council should note that the withdrawal of DHS from ASSET means the funding for the ASSET Administrative Assistant and related overhead costs will now be split among five funders, rather than six. However, before the implementation of the mental health regions, ASSET overhead costs had previously been split among five funders. This change amounts to an increase in cost to the City of a few hundred dollars each year, depending on the contract amount for the ASSET Administrative Assistant's services.

ALTERNATIVES:

- 1) Approve the amended 28E agreement with the other ASSET funders to reflect the change to GSB's name and the removal of DHS.
- 2) Do not approve the 28E agreement.

MANAGER'S RECOMMENDED ACTION:

Modifications to the ASSET 28E agreement are required to accurately reflect the participating organizations. Once approved by all funders, the agreement will be recorded and filed with the Iowa Secretary of State's Office.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the amended 28E agreement with the other ASSET funders.

**AMENDED INTERGOVERNMENTAL / AGENCY AGREEMENT
TO FUND ADMINISTRATIVE SERVICES
FOR THE ASSET PROCESS**

This Agreement is made and entered into by and between Story County, Iowa (hereinafter referred to as County); the City of Ames, Iowa (hereinafter referred to as Ames); United Way of Story County (hereinafter referred to as United Way); the Iowa State University Student Government (hereinafter referred to as Student Government); and Central Iowa Community Services (hereinafter referred to as CICS), as indicated by the list and signatures appearing at the end of this Agreement. All signing are parties to this Agreement (hereinafter referred to as the ASSET Board and/or Joint Funders).

I. AUTHORITY

The parties enter into this Agreement under and by virtue of the powers granted by Chapter 28E, Code of Iowa, 2011.

II. PURPOSE

The purpose of this Agreement is to fund a contract for administrative services to support the ASSET Board and its sub-committees to conduct the business of the ASSET Board.

III. ENTITY ESTABLISHED

No entity is established.

IV. ADMINISTRATION

This Agreement shall be administered by the contracting party and the signing members of the ASSET Board. The administrative services provided for by this Agreement shall be administered by and provided by United Way on a contract basis.

V. FINANCING

Each ASSET Board signing member shall contribute equally to the contract to fund this yearly expense for administrative services.

VI. INDEMNIFICATION

Each party shall be responsible to the others only for the amount of their agreed to share of the yearly contract for administrative services undertaken pursuant to the provision of this Agreement.

VII. DURATION OF THE AGREEMENT

The duration of the Agreement shall be perpetual until dissolution pursuant to the separately adopted by-laws of the ASSET Board.

VIII. TERMINATION

Termination of this Agreement shall be pursuant to the separately adopted by-laws of the ASSET Board.

IX. EFFECTIVE DATE

This Agreement shall be effective upon its execution by the County, Ames, United Way, Student Government, and CICS upon filing of a signed copy with the Story County Recorder's Office and with the Iowa Secretary of State.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the days and dates set forth below.

STORY COUNTY, IOWA

Attest:

Chairperson, Board of Supervisors

County Auditor

Date

CITY OF AMES, IOWA

Attest:

Mayor

City Clerk

Date

UNITED WAY OF STORY COUNTY

Attest:

Director

Executive Secretary

Date

IOWA STATE UNIVERSITY
STUDENT GOVERNMENT

Attest:

President

Secretary

Date

CENTRAL IOWA COMMUNITY
SERVICES

Attest:

Chairperson

Secretary

Date

COUNCIL ACTION FORM

SUBJECT: REVISIONS TO ASSET POLICIES AND PROCEDURES

BACKGROUND:

Each year, the ASSET Administrative Team and ASSET volunteers review the ASSET Policies and Procedures. Changes to the Policies and Procedures are adopted once a majority of the Funders approves the revisions. This year, revisions are recommended to the Policies and Procedures to address several issues:

- Revise the names of the funders, incorporating Central Iowa Community Services (CICS) and changing from Government of the Student Body to ISU Student Government.
- Clarify a reference to the Iowa Open Meetings Law
- Revise the quorum requirements to allow routine business to be accomplished as long as one representative from each funder is present (e.g., receiving reports, approving minutes). This would not allow for approval of funding recommendations or changing the Policies and Procedures without a full quorum.
- Clarify the name of the Agency Participation Application and emphasize that agency visits will be a component of the review process.
- Spell out the word “administrative” in a section where it is abbreviated.
- Make minor modifications to the Application for ASSET Agency Participation and Notification of New or Expanded Service forms.
- Reflect the shift from the former four-panel ASSET structure to the categories of Education, Income, and Health in classifying ASSET services.

Of these proposed changes, the most significant is the conversion from the former four-panel system to the categories of Education, Income, and Health. This conversion is intended to accomplish several objectives: 1) making the panel system easier to understand and more intuitive, 2) reallocating the distribution of volunteers by reducing from four to three the maximum number of volunteers assigned to a single agency, and 3) aligning the ASSET panel structure with the categories used by United Way internationally to describe support for services and track funding.

The services provided by each agency will continue to be assigned a service code and a category according to the type of service provided. This change has been discussed with the agencies in detail, and a crosswalk has been developed to identify what category each service will fall into.

The ASSET Administrative Team will work to ensure that agencies are informed of their new service categories as they develop their budgets. This new structure will be easier to explain to agencies and new volunteers in the future.

A copy of the revised Policies and Procedures is attached.

ALTERNATIVES:

1. Approve the recommended changes to the ASSET Policies and Procedures
2. Do not approve changes to the ASSET Policies and Procedures.

MANAGER'S RECOMMENDED ACTION:

From time to time it is necessary to amend the ASSET Policies and Procedures. This year, changes have been recommended by the ASSET board to clarify parts of the document as well as to reflect the proposed recategorization of services into the groupings of Education, Income, and Health. These changes have been discussed with the agencies and among the ASSET board.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the recommended changes to the ASSET Policies and Procedures.

ASSET

POLICIES & PROCEDURES

July 2016

Sponsoring Organizations:

**City of Ames
Story County
Central Iowa Community Services
United Way of Story County
ISU Student Government**

TABLE OF CONTENTS

I.	Purpose.....	3
II.	Sponsoring Organizations.....	3
III.	Team Structure.....	3
IV.	Tenure of Members.....	4
V.	Officers.....	4
VI.	ASSET Operation.....	4
VII.	Administrative Team Operation.....	5
VIII.	Agency Panel Representatives.....	5
IX.	Committees.....	6
X.	Duties and Responsibilities of ASSET.....	6
XI.	Agency Participation.....	6
XII.	Funding Process.....	7
XIII.	Planning Process.....	8
XIV.	Changes in Service.....	8
XV.	Funding Appeal Process.....	9
XVI.	Amendments to Policies/procedures.....	9
	Addendum A – Decategorization Cluster/Early Childhood Iowa Area Statement.....	10
	Addendum B - Application for ASSET Agency Participation.....	11
	Addendum C – Service Codes.....	14
	Addendum D - Notification of New/Expanded Service.....	16
	Addendum E – Conflict of Interest.....	17

POLICIES AND PROCEDURES FOR ASSET

By agreement among sponsoring organizations (Funders), a team shall be authorized by all sponsors but separate from any sponsor. The name of this process is “Analysis of Social Services Evaluation Team” or “ASSET.”

I. PURPOSE

- A. To promote coordination of human services planning and funding among the sponsoring organizations.
- B. To assess the human services needs in Story County and evaluate the capabilities of agencies to provide the programs that meet those needs.
- C. To provide funding recommendations to the governing bodies of the sponsoring organizations.

II. SPONSORING ORGANIZATIONS

- A. Ames City Council (City)
- B. Story County Board of Supervisors (County)
- C. ~~Central Iowa Community Services (CICS) — Mental Health/Disability Services Region)~~ Central Iowa Community Services Mental Health/Disability Services Region (CICS)
- D. United Way of Story County (UWSC)
- E. ISU Student Government

III. TEAM STRUCTURE (subject to change and pending approval by ASSET funders)

- A. The City, County, UWSC, and ISU Student Government shall each appoint five (5) volunteers as voting members of the team (Volunteers). Due to the nature of the services funded by CICS, CICS shall appoint three (3) volunteers as voting members of the team (Volunteers).
- B. The City, County, CICS, UWSC, and ISU Student Government shall each appoint one staff person. The staff appointees shall be non-voting members for the purpose of ASSET business (Staff).
- C. One Agency Panel Representative (APR) for each panel, elected by the Human Services Council, from ASSET funded agencies, shall be non-voting members of ASSET.

- D. The Administrative Assistant shall be a contract position paid jointly by the Funders through a 28E Agreement and shall be a non-voting participant.

IV. TENURE OF MEMBERS

- A. The terms of Volunteers shall be three (3) years. ASSET recognizes that ISU Student Government appointees may not be able to serve three-year terms. The APR's shall serve for three years.
- B. The terms of Staff shall be continuous until terminated by the appointing Funder.
- C. An un-expired term of a Volunteer shall be filled by the Funder that appointed that Volunteer.
- D. No Volunteer may serve more than two (2) consecutive full terms, except the Past Chair, Chair or Chair Elect may serve longer in order to fulfill the duties of their offices.
- E. If a Volunteer is appointed to fill the remainder of an unexpired term, the newly appointed Volunteer is eligible to serve a maximum of seven consecutive years unless conditions delineated in paragraph D above apply.
- F. If a Volunteer accumulates three consecutive unexcused absences in any one ASSET year (April through March), or otherwise fails to fulfill his/her responsibilities, the Volunteers may, by a simple majority vote of quorum, request that a Funder appoint a replacement Volunteer. An unexcused absence is defined as when a Volunteer does not notify an Administrative Team member, or the Administrative Assistant about being absent. Notifying the Administrative Assistant is the preferred method.

V. OFFICERS

- A. Officers shall be Chair, Chair-Elect, Past Chair, and Treasurer, each of whom shall be elected for a one-year term by a quorum of the Volunteers.
- B. Staff and APR members are ineligible to hold an office.
- C. A Chair may not hold that office for more than two consecutive one-year terms.
- D. A vacancy in any office shall be filled by a majority vote of a quorum of the Volunteers for the unexpired portion of the term, except for the position of past chair, which would remain vacant should that volunteer leave the ASSET process.
- E. The ASSET Chair is authorized to sign contracts and agreements on behalf of ASSET with respect to operations of the ASSET board. The Chair-Elect may sign if the Chair is unavailable.

VI. ASSET OPERATIONS

- A. Regular meetings of ASSET shall be held in accordance with ~~Chapter 21 of the Code of Iowa. Iowa's Open Meetings law.~~ If circumstances warrant it, a meeting of ASSET may be cancelled by the Administrative Team. An announcement of meeting cancellation will be posted and notice sent to members and participating agencies as soon as possible under the circumstances.
- B. Unless otherwise specified, meetings shall be conducted according to Robert's Rules of Order. However, technical or non-substantive departures from these rules shall not invalidate any action taken at a meeting.
- C. Agendas will be posted at Ames City Hall, the ASSET website (<http://www.storycountyasset.org>) and at other public locations, at least three days prior to the meeting, and notification mailed electronically to each ASSET member and participating Agency.
- D. A quorum shall consist of one-half plus one of the currently appointed volunteers. A majority vote of the quorum present shall constitute a decision of ASSET. In the event a quorum is not present, ASSET business may be conducted by a simple majority vote of those present, ~~if at least one voting member from each funder is represented. except~~ Exceptions to this include decisions for funding recommendations or changes to the Policies and Procedures, or anything that requires Funder approval, ~~if at least one voting member from each funder is represented.~~
- E. The Chair may vote on all business that comes before ASSET and shall be included as part of the quorum.
- F. Special meetings may be called by the Chair or by petition of one-fourth of the Volunteers with not less than five days written notice to the Volunteers, Staff, and APR's, by email or regular mail.
- G. Minutes of ASSET meetings shall be recorded and distributed to Staff, Volunteers, Agency Panel Representatives, and Agencies, by posting on the ASSET website (<http://www.storycountyasset.org>). Minutes shall be made public in accordance with the Iowa Open Records law.

VII. ADMINISTRATIVE TEAM OPERATIONS

- A. Staff members, the Chair, the immediate past Chair, the Chair-Elect, and the Treasurer, shall serve as an Administrative Team.
- B. The Administrative Team will meet prior to regular ASSET meetings. If there are no significant pending actions, an Administrative Team meeting may be cancelled by the Chair or Chair Elect.
- C. All members of the Administrative Team shall be voting members on Administrative Team business, including staff members.

- D. A quorum shall consist of more than half of the existing Administrative Team members. A quorum shall include at least one Volunteer. A majority vote of the quorum present shall constitute a decision of the Administrative Team.
- E. Minutes of the Administrative Team and ASSET shall be recorded and distributed to all Staff, Volunteers, APR's, and Agencies, by posting on the ASSET website (<http://www.storycountyasset.org>). Minutes shall be made public in accordance with the Iowa Open Records law.

VIII. AGENCY PANEL REPRESENTATIVES (APR)

- A. One APR shall represent each panel.
- B. The role of the Agency Panel Representative (APR) shall be as follows:
 - 1. The APR's shall be non-voting members of ASSET who shall provide information and perspective to ASSET based on their specific knowledge of the service area they represent.
 - 2. The APR's shall be totally integrated into ASSET, but shall not serve on the committees that review the agencies and recommend funding.

IX. COMMITTEES

- A. Staff and committees shall have substantial responsibility for the operation of ASSET and for assisting the Volunteers. Committees may be established as follows:
 - 1. The Administrative Team may form committees to identify issues, perform studies, and bring recommendations to ASSET.
 - 2. ASSET may request committees to identify issues, perform studies, and bring recommendations to ASSET. Committee members may be appointed by the ASSET Chair.
 - 3. A Funder may request formation of a committee and make recommendations to ASSET with respect to membership on such committee. The ASSET Chair may appoint the committee members.

X. DUTIES AND RESPONSIBILITIES OF ASSET

- A. To make annual allocation recommendations to the Funders for services provided by participating agencies. The recommendations shall be consistent with instructions and priorities received from each Funder;
- B. To set a timetable each year for the funding recommendation process;
- C. To organize hearings for agency presentations regarding their proposed budgets and program plans;

- D. To review services and code definitions as assigned to agencies for use in the budget and billing process;
- E. To meet with the Funders at least twice yearly. At these meetings each Funder has one vote. A majority of Funders constitutes quorum;
- F. To give timely reports on funding recommendation decisions to the Funders and to the agencies;
- G. To develop and maintain an index of services offered in Story County; (This index will be located in the ASSET Reference Manual for Volunteers and Agencies.)
- H. To perform any specific task that the Funders might request of ASSET.

XI. AGENCY PARTICIPATION

- A. **ELIGIBILITY.** Agencies seeking funding eligibility must be serving clients within the geographic area of Story County and shall meet the criteria outlined in the Application **for ASSET Agency Participation**.
- B. Agencies and services will be reviewed annually by ASSET, through **the agency visit and** budget process.
- C. Agencies shall annually provide financial reports in accordance with Generally Accepted Accounting Practices (GAAP). These reports shall be submitted within six months after the close of the Agency's fiscal year. Reports will meet the following guidelines:
 - 1. *Agencies with an annual budget below \$100,000 must, at least, submit six (6) hard copies, or one electronic copy of IRS Form 990 and a balance sheet prepared externally and independently, to the ASSET Administrative Assistant.*
 - 2. *Agencies with an annual budget of \$100,000 or more must submit six (6) hard copies, or one electronic copy, of their full audits, and six hard copies, or an electronic copy, of their IRS Form 990's to the ASSET Administrative Assistant.*
- D. Agencies seeking eligibility to apply for funding through the ASSET process should fill out the application form called "Application for ASSET Agency Participation", shown as Appendix B to this document, and present verification of the stated criteria and all required attachments. All application documents shall be submitted to the **Administrative** Team.
- E. The ASSET Administrative Team shall insure that the forms are complete and make recommendations to the Volunteers. The Volunteers will then approve or disapprove the recommendation.

- F. A written notification shall be sent to the Agency, stating its acceptance or the reason why it was not accepted.
- G. Approval of an applicant Agency does not guarantee a subsequent dollar allocation.
- H. Any Agency may request to be placed on the ASSET or Administrative Team agenda by contacting the Administrative Assistant.

XII. FUNDING PROCESS

- A. Each Agency requesting funding shall be assigned to one or more panel(s) by service area(s).
- B. Each Volunteer shall be assigned to only one panel and shall review the services within that panel.
- C. The Administrative Team shall prepare the appropriate budget and reporting forms for the agencies to complete and make the forms available via the ASSET website.
- D. Agencies must submit completed budget and reporting forms for all approved services to ASSET by the date stated in the yearly ASSET calendar.
- E. The Administrative Team shall conduct an Agency training session on the date stated in the yearly ASSET calendar.
- F. Volunteers shall conduct Liaison visits to individual agencies as scheduled on the ASSET calendar.
- G. Hearings for agencies shall be conducted each year as scheduled on the ASSET calendar.
- H. Recommendations for allocations shall be made by ASSET to the Funders after the hearings and panel work sessions are completed.
- I. Information regarding the funding and rationale shall be provided to the agencies and their governing bodies after Funders' approval.
- J. If any Agency does not provide the required information, or provides information that is inadequate, incorrect, or not timely, ASSET shall make a report to the Funders that procedures were not followed and may recommend that funding be reduced, sequestered, or not allocated at all.
- K. After completion of the funding process, the Volunteers shall refer information on unfunded or under funded services, if any, to BooST Together for Children (Early Childhood Iowa Area Board), Decategorization Board, Community Partnerships for Protecting Children, United Way of Story County Grant Program, and any other potential funders of those services.

XIII. PLANNING PROCESS

ASSET shall provide a community forum to work constructively and cooperatively in addressing human services concerns. This may be achieved by, but is not limited to:

- A. Participating in studies and developing strategies that enhance the delivery of human services within the county;
- B. Collecting and evaluating facts that provide valid data for decisions on program needs, and effectiveness of current delivery;
- C. Evaluate the need for new or modified services and/or duplication of services.

XIV. CHANGES IN SERVICES

- A. Any new or existing ASSET Agency, providing services to Story County clients, that wishes to add new or expanded services, must report the changes to the ASSET Administrative Team. Changes that should be reported include increases in service beyond the normal expected growth, new or different services that have an impact on staffing, or services that result in new clientele.
- B. Agencies will report new and expanded services to the ASSET Administrative Team on the "Notification of New or Expanded Service" form, shown as Addendum D to this document. The need for new or expanded services shall be identified and aligned with the Funder's priorities and the priority areas from the most recent Story County community assessment. The Administrative Team will review the information and determine if the service(s) meets criteria to be included in the ASSET funding process. The Administrative Team will inform the ASSET Board. This review and informing of ASSET is not a commitment of funding. If ASSET asks for additional information, a committee of Volunteers may be appointed to gather more information and report its findings to ASSET for further review.
- C. If an Agency is reducing or dropping a service, a letter should be submitted to the ASSET Administrative Team within thirty days of the Agency board's vote to drop or reduce a service.
- D. Service changes may occur any time during the funding year. If funding through ASSET is being considered, the ASSET Administrative Team should be notified of a new program by the date stated in the ASSET calendar.

XV. FUNDING APPEAL PROCESS. An Agency wishing to make an appeal may do so by following the individual Funders appeal process.

XVI. AMENDMENTS TO POLICIES AND PROCEDURES

- A. These Policies and Procedures shall be reviewed annually prior to May 1.

- B. Amendments to the Policies and Procedures may be proposed by a Volunteer, a Staff member, or a Funder.
- C. A proposed amendment shall require a majority vote of quorum to recommend such amendment to the Funders.

ADDENDUM A

STORY COUNTY DECATEGORIZATION / EARLY CHILDHOOD IOWA AREA BOARDS

The Story County Decategorization Board and the BooST Together for Children (Early Childhood Iowa Area Board) will provide ASSET with quarterly reports to update funders and community stakeholders.

ADDENDUM B – APPLICATION FOR ASSET AGENCY PARTICIPATION
Changes were made for clarification purposes. Checklist was added to the bottom of the application.

ASSET
(Analysis for Social Service Evaluation Team)

CRITERIA FOR FUNDING ELIGIBILITY

Financial support through ASSET can be applied for by **human service agencies** that are serving clients within the geographic area of Story County and who meet the basic eligibility criteria. **Approval of an applicant agency does not guarantee a subsequent dollar allocation.** The allocation recommendation will be made on a service-by-service basis during the annual allocation process. To be considered for financial support, agencies must comply with the following requirements and provide supporting documents to demonstrate compliance:

- A. The agency must be a non-profit corporation or chartered as a local unit of a non-profit corporation that has an IRS section 501(c)(3) status or local, state, or federal government agency (i.e. formed by a 28E Agreement) that has a presence within and serves the people of the State of Iowa.
- B. The agency must have articles of incorporation, bylaws, or other documents, which clearly define its purposes and function.
- C. The agency must have an Equal Opportunity Policy that has been approved by its Board of Directors.
- D. The agency must have been incorporated and actively conducting business for at least one year at the time of the application.
- E. The agency must maintain in its budget and service a demarcation between any religious and other programs so that ASSET does not financially support religious purposes.
- F. The agency must demonstrate need and community support for the proposed service through letters of support, needs assessments, or other documentation.
- G. The agency shall be governed by a Board of Directors or Advisory Board who serve without compensation and who approve and oversee the implementation of the budget and policies of the agency.
- H. Agencies that offer the following services shall not be eligible for funding from ASSET Funders:
 - 1. Agencies that are primarily political in nature.
 - 2. Agencies that provide services limited to the members of a particular religious group.
 - 3. Agencies that exist solely for the presentation of cultural, artistic, or recreational programs.
 - 4. Basic educational program services considered the mandated responsibility of the public education system.

To apply as an ASSET Agency Participant, complete the Application for ASSET Agency Participation and send six sets of the request, including the documentation outlined in the application to: ASSET, P. O. Box 1881, Ames, IA 50010 or by email to storycountyasset@gmail.com.

Application for ASSET Agency Participation

A. Agency General Information

1. Legal name of agency _____
Address _____
Telephone _____
2. Executive Director _____
3. Date of incorporation _____ State of incorporation _____
4. Tax Identification Number _____ Agency Fiscal Year _____
5. Is your agency affiliated with a national and/or state organization? _____ If so,
name of national and/or state organization _____

Explain nature of affiliation and describe national and/or state organization's control over local administration and activities

Explain benefits of affiliation _____

6. What is your agency mission statement? _____

7. Governing Arrangements
How are members and composition of the governing body selected? _____

What is the governance role of the Board of Directors? _____

How do you ensure Story County representation? _____

8. Membership
Does your agency have a membership program? _____
If so, list membership categories and dues
Membership benefits _____

B. Agency Service Information

1. Geographic area served _____
2. Types of services _____
3. What population(s) do you serve?

Do you offer a sliding fee scale for your services? _____
4. Other agencies in Story County that provide similar services _____

5. Agencies in Story County with whom you collaborate _____

6. Agencies in Story County with whom you share referrals _____

C. Agency Accreditation and Licensing

Is your agency accredited? _____ If so, by whom? _____

For what length of time? _____
Describe agency and staff licensing and certification requirements: _____

D. Financial/Legal Information

If ASSET approves the application, your agency will be required to annually provide financial reports in accordance with Generally Accepted Accounting Practices (GAAP) as follows:

- Agencies with an annual budget below \$100,000 must, at least, submit an electronic copy of IRS Form 990 and a balance sheet prepared externally and independently, to the ASSET Administrative Assistant at storycountyasset@gmail.com within six months after the close of the agency's fiscal year.
- Agencies with an annual budget of \$100,000 or more must submit an electronic copy of their full audit an electronic copy of their IRS Form 900 to the ASSET Administrative Assistant at storycountyasset@gmail.com within six months after the close of the agency's fiscal year.

E. ASSET Information

1. Attach a complete description of the service(s) that your agency provides that you will be asking for funding from ASSET. _____

2. Using the enclosed Service Code List, tell us which service code(s) your service(s) fits into. _____

Checklist for supporting documentation:

- Letter of tax-exempt status from IRS
 - Articles of Incorporation, bylaws, or other documents which clearly define agency's purpose and function
 - Equal Opportunity Policy that has been approved by Board of Directors
 - If applicable, a statement describing how agency maintains a demarcation between any religious programs and other programs (ASSET does not fund programs designed for religious purposes)
 - Documentation of community support (letters of recommendation, needs assessments, etc.)
 - List of Board of Directors member names, professional affiliation, addresses, places of business
 - A copy of the current budget and the budget for the upcoming fiscal year, including all sources of income.
 - Statement of assets and liabilities and statement of income and expenses including all sources of funds for this budget
 - Agency Program Outline Form (one for each service your agency is requesting funding for)
-

ADDENDUM C - SERVICE CODES

(Complete descriptions of each service code are in the ASSET Reference Manual)
 Services were categorized into three panels: Education, Income, and Health. Service Code numbers will be added when finalized.

Service Code Name	Service Code #	Unit of Service	New Title	Proposed New Service Code #
Employment Assistance for Physically or Mentally Disabled	1.3g	15 minutes	Education	
Pre-Vocational Services	1.3k	1 client hour	Education	
Enclave Services	1.3l	15 minutes	Education	
Employment Assistance for Adults	2.3b	1 client contact	Education	
Preschool	3.1d	1 day	Education	
Youth Development and Social Adjustment	3.2a	1 client contact per day	Education	
Day Camp	3.2b	1 client contact per day	Education	
Employment Assistance for Youth	3.2c	1 staff hour	Education	
Out of School Program	3.2d	1 partial day (3 hours)	Education	
Family Development / Education	4.1a	1 client hour	Education	
Information and Referral	4.2a	1 call	Education	
Volunteer Management	4.2b	1 staff hour	Education	
Public Education and Awareness	4.3a	1 staff hour	Education	
Advocacy for Social Development	4.3b	1 staff hour	Education	
Resource Development	4.3c	1 staff hour	Education	
Consultation Services	4.3d	1 staff	Education	

		hour		
Informal Education for Self-Improvement and Self-Enrichment	4.3e	1 client contact	Education	
Childcare Service Coordination (merged 3.1g - Childcare Resources Development - 1 staff hour)	3.1f	1 staff hour	Education	
Community Clinics	1.1a	1 clinic hour	Health	
In Home Nursing	1.1b	1 visit	Health	
In Home Hospice	1.1c	24 hour	Health	
Blood Services	1.1d	1 pint of blood	Health	
Substance Abuse or Co-occurring Disorder Treatment (Out Patient)	1.1e	1 client hour	Health	
Preliminary Diagnostic Evaluations	1.2a	1 client hour	Health	
Primary Treatment and Health Maintenance (Outpatient)	1.2b	1 client hour	Health	
Residential Treatment - Adults	1.2c	1 24-hr day	Health	
Residential Treatment - Children	1.2d	1 24-hr day	Health	
Peer Assessment and Screening	1.2e	1 client hour	Health	
Supported Community Living Services	1.3a	15 minutes or 1 24-hr day	Health	
Special Recreation	1.3b	1 participant per hour	Health	
Community Support Services	1.3c	15 minutes	Health	
Individual and Family Support Services	1.3i	1 service or 1 support	Health	
Day Habilitation Services	1.3j	15 minutes or daily	Health	
Peer Support Services	1.3n	4 client contact per month	Health	

Day Care - Adults	1.4a	1 client day	Health	
In-Home Health Monitoring	1.4b	1 person monitored per month	Health	
Homemaker / Home Health Assistance	1.4c	1 hour	Health	
Home Delivered Meals	1.4d	1 meal	Health	
Congregate Meals	1.4e	1 meal	Health	
Battering Relief	2.1b	1 staff hour	Health	
Rape Relief	2.1c	1 staff hour	Health	
Child Protection Services	2.1d	1 client contact	Health	
Crisis Intervention	2.1e	1 client contact	Health	
Court Watch	2.1f	1 staff hour	Health	
Third Party Supervision	2.1g	1 client contact	Health	
Respite Care	2.3f	1 client hour of service	Health	
Foster Family Homes	4.1b	1 staff hour	Health	
Service Coordination	4.2c	1 client contact	Health	
Activity and Resource Center	4.2d	1 client contact	Health	
Adoption Services	4.1d	1 hour of client contact or 1 family study	Health	
Emergency Assistance for Basic Material Needs	2.1a	1 client contact	Income	
Emergency Shelter	2.1h	1 24-hr shelter & food	Income	
Correctional Services	2.2a	1 client hour	Income	

Dispute Mediation Services	2.2b	1 client hour	Income	
Legal Aid - Civil	2.2c	1staff hour	Income	
Clothing, Furnishing and Other Assistance	2.3a	1 client contact	Income	
Disaster Services	2.3c	1 staff hour	Income	Switch from Health to Income - impacts RSVP & TSA
Transportation	2.3d	1-way trip	Income	
Budget / Credit Counseling	2.3e	1 client contact	Income	
Day Care - Infant	3.1a	1 full day	Income	
Day Care - Children	3.1b	1 full day	Income	
Day Care - School Age	3.1c	1 partial day	Income	
Meal Service for Family Day Care Homes	3.1e	cost per meal	Income	
Childcare for Mildly Ill Children	3.1h	1 partial day	Income	
Separated Families	4.1c	1 client contact	Income	

ADDENDUM D – NOTIFICATION OF NEW OR EXPANDED SERVICE (Minor changes for clarification purposes)

ASSET

NOTIFICATION OF NEW OR EXPANDED SERVICE

****Please note that submission of this Notification does not automatically result in a commitment of funding from ASSET****

DATE: _____ AGENCY: _____

PROGRAM/SERVICE: _____

Provide a brief description of the new or expanded service and population to be served.

Describe how the need for this service was identified. Cite resources such as local needs assessment, surveys, etc.

Describe which funder(s) priority(ies) this service will meet. (May be more than one funder and/or more than one priority).

Is there new clientele to be served? If yes, how many?

Is this service currently provided by another agency? If so, describe the rationale for duplication.

What outcomes will be measured? Describe methodology(ies) used to measure outcomes.

How would ASSET funds be used to support the service (scholarships/staff/direct service, etc)?

Describe what other funding sources are used to support the service.

What is the total budget for this service?

What percentage of the total service budget would requested ASSET funds support?

If this service is funded through a grant what is the amount and the duration of the grant?

Does the grant require a local cash match? _____ If yes, how much? _____

If there isn't funding through ASSET, what are the plans to provide and/or sustain the service?

The deadline for new/expanded service requests is August 1st.

Please submit this form by email to the ASSET Administrative Assistant at:
storycountyasset@gmail.com

ADDENDUM E – CONFLICT OF INTEREST

Organization: Story County Analysis of Social Services Evaluation Team (ASSET)
Policy: Conflict of Interest Policy
Date Adopted: 4/10/03
Date Revised:

Story County ASSET and its voting members/staff persons, hereinafter referred to as “board” and “board members(s)”, agree to the following conflict of interest policy hereinafter referred to as “policy”, as adopted and revised as indicated above:

1. The policy will be adopted yearly at the first regularly scheduled board meeting following the start of the fiscal year. Each board member is to review and sign the policy at the first board meeting prior to voting on any matters before the board (if applicable).
2. A new voting board member/staff person will be required to review and sign the policy prior to voting as a board member (if applicable) at the beginning of their term and/or the first meeting of the fiscal year.
3. It is the duty of a voting board member/staff person to disclose a conflict of interest to the full board when a conflict arises. Disclosure may be made at any time to the ASSET Administrative Team; hereinafter referred to as “the Team”, who shall then notify the full Board. A record of the conflict of interest shall be made at the first regularly scheduled board meeting following disclosure.
4. A conflict of interest is defined in chapter 68B, Iowa Code. The Iowa Code defines conflict of interest as that which evidences an advantage or pecuniary benefit for the member and/or their immediate family not available to others similarly situated. A violation for a conflict of interest is punishable by both civil and criminal penalties in the State of Iowa.
5. A “potential” conflict of interest is defined herein. A potential conflict of interest is when a voting board member/staff person has reason to believe there may be a conflict of interest. This potential conflict shall be disclosed in the same manner as a conflict. If, in the opinion of the Team, the circumstances meet the definition of a conflict of interest the matter shall then be disclosed to the full board and a record shall be made at the next regular meeting.
6. A voting board member/staff person with a conflict of interest shall not vote or use their personal influence with any board member on the matter in conflict.

I agree by my signature below that I have read the above Story County ASSET Conflict of Interest Policy and understand it and will abide by the terms and conditions as stated herein.

Date: _____

Signature:

COUNCIL ACTION FORM

SUBJECT: **FY 2017/18 ASSET PRIORITIES**

BACKGROUND:

In preparation for the FY 2017/18 ASSET funding cycle, the City's ASSET volunteers reviewed the priorities that had been set for the current fiscal year (listed below). Upon review, the volunteers felt that the existing ASSET priorities adequately reflect the need in the community and the City's role in funding human services. Therefore, the ASSET priorities recommended for FY 2017/18 are the same as those adopted by the City Council for FY 2016/17:

#1 Meet basic needs, with emphasis on low to moderate income:

- Housing cost offset programs, including utility assistance
- Sheltering
- Quality childcare cost offset programs, including daycare and State of Iowa licensed in home facilities
- Food cost offset programs, to assist in providing nutritious perishables and staples
- Transportation cost offset programs for the elderly and families
- Legal assistance
- Disaster response

#2 Meet mental health and chemical dependency needs

- Provide outpatient emergency access to services
- Provide crisis intervention services
- Provide access to non-emergency services
- Ensure substance abuse preventions and treatment is available in the community

#3 Youth development services and activities

- Provide services for social development

The volunteers agreed that the priorities as presented align with their understanding of the needs in the community. The ASSET funding process will begin in August 2016, for FY 2017/18. ASSET volunteers will then begin their agency visits to discuss services and gather information in preparation for the hearings and work sessions in January 2017.

ALTERNATIVES:

1. The City Council can approve the FY 2017/18 ASSET priorities as presented
2. The City Council can decide to modify the existing priorities

MANAGER'S RECOMMENDED ACTION:

The ASSET volunteers have discussed the community needs and have considered the City Council's goals. They are seeking approval of the priorities indicated above.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the FY 2017/18 ASSET priorities as presented above.

COUNCIL ACTION FORM

**SUBJECT: STREET CLOSURE FOR FIRE SERVICE INSTALLATION AT 318
WELCH AVENUE**

BACKGROUND:

The property owner at 318 Welch Avenue is currently in the process of installing a fire sprinkler system. They will be required to tap the existing water main in Welch Avenue in order to provide enough water flow to the sprinkler system. A map of the area is shown in Attachment A.

The Municipal Code requires that City Council approve temporary closures of those streets that are classified as arterials or are active CyRide routes, which is the case with Welch Avenue (Brown Route #6).

Due to the locations of the water main, this work will require the closure of Welch Avenue for approximately 3 calendar days to safely accommodate the new water fire service installation. (See attached map) The contractor, Ames Trenching and Excavating has proposed to begin the work Monday June, 20, 2016. Access to the area residences and businesses will be maintained at all times, as well as safe pedestrian access through the area. The timing of the work minimizes the impact to CyRide and to area students by taking advantage of the Iowa State University summer break. Should the work be completed sooner than the requested 3 day closure, the street will be reopened to traffic at that time.

Staff has directed the contractor to contact area residents and business regarding the work as well as to reach out to Campustown Action Association. CyRide will re-route bus service during the street closure by continuing the route to the west on Knapp Street, north on Hayward Avenue, then east on Chamberlain to Welch Avenue.

ALTERNATIVES:

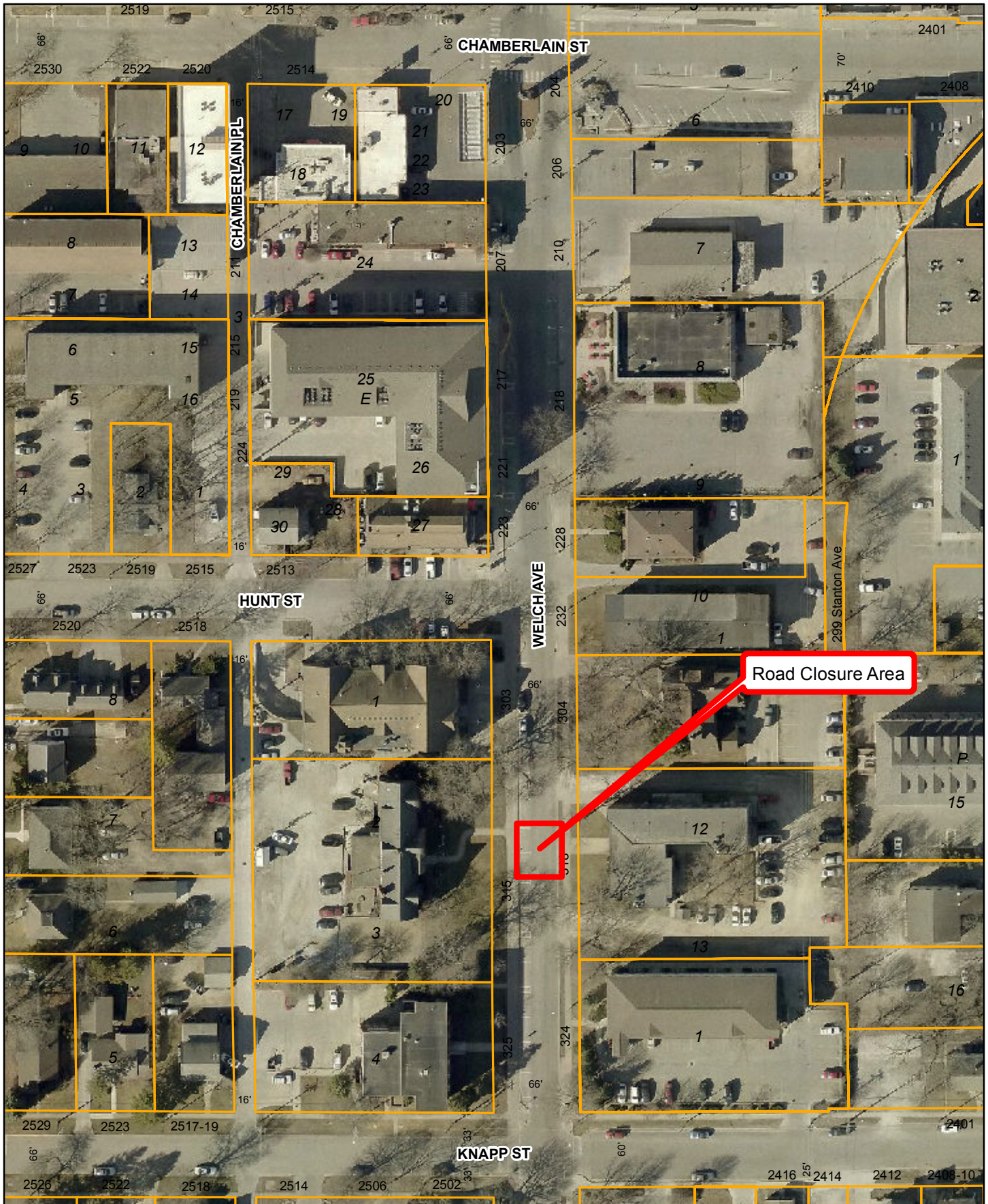
1. Approve the closure of Welch Avenue, as noted on the attached map, to facilitate the installation of the required fire line to serve the new building sprinkler system services.
2. Direct staff to work with the contractor to determine alternate dates to conduct the utility service installation.

MANAGER'S RECOMMENDED ACTION:

By granting the closure Welch Avenue, City Council would be facilitating the best possible coordination between the City and the property owner and contractor for this project, as well as providing the means to ensure the building has the required fire protection.

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

Attachment A



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



318 Welch Avenue
Closure Area



Scale: 1 in = 100 ft
Date: 6/7/2016

COUNCIL ACTION FORM

SUBJECT: **REQUEST FROM AMES PROGRESSIVE ALLIANCE FOR
THE CITY TO PARTICIPATE IN THE SOLSMART PROGRAM**

BACKGROUND:

The City Council received the attached letter dated May 15, 2016 from the Ames Progressive Alliance, requesting that the City Council direct staff to apply for a fully funded SolSmart Advisor who will provide technical assistance aimed at reviewing, updating, and streamlining the City's solar energy system permitting and interconnection ordinances and addressing other "soft costs." The City Council asked that this request be considered at the June 14, 2016 meeting.

SolSmart is a new national designation program funded by the U.S. Department of Energy through the Solar Powering America by Recognizing Communities (SPARC) initiative, designed to acknowledge communities that have taken key steps to address local barriers to solar energy and to foster the growth of mature local solar markets. (See attached Program Guide.) The SolSmart program primarily seeks to address "solar soft costs," or business process or administrative costs that can increase the time and money it takes a customer to install an individual solar energy system.

There are three levels of SolSmart designation for communities. As shown on the SolSmart web site, listed below are the requirements for each:

Bronze:

- Provide a Solar Statement outlining your community's solar goals, and commit to tracking key metrics such as number and capacity of installed Photovoltaic (PV) systems.
 - Fulfill required actions in both of the Foundational Categories:
 - Permitting
- Planning, Zoning, and Development
- Earn at least 20 points in each of the two Foundational Categories (above).
- Earn a total of 20 points from actions across the six Special Focus Categories: Inspection; Construction Codes; Solar Rights; Utility Engagement; Community Engagement; and Market Development and Finance. Actions in any of the Special Focus Categories count toward the 20-point target.
- Note: Early Adopter communities will receive 10 extra points applied toward a category of their choice.

Silver:

- Fulfill the requirements to become a SolSmart Bronze Community.
- Complete the two Silver-required actions in the Planning, Zoning, and Development and Inspection categories.

- Earn 100 points overall from actions taken in any combination of categories.

Gold:

- Fulfill the requirements to become a SolSmart Silver Community.
- Complete the Gold-required action in Permitting.
- Earn 200 points overall from actions taken in any combination of categories.

Special Awards:

- Communities that earn 60% of the points in a given category are eligible for special recognition.

A recent conversation with Zach Greene, a Project Specialist for the program, indicated there are two options for the City to consider.

OPTION 1 – Technical Advice

The City Council could instruct the staff to complete an intake application to participate in this designation program. Even if the City does not score very high on this evaluation sheet, **as long as the City is committed to pursuing some level of SolSmart designation**, the City will be eligible to receive assistance from outside experts to review our ordinance requirements and approval processes for the installation of individual solar systems and to provide suggestions for improving our designation under their program. There is no application deadline under this option.

OPTION 2 – Technical Advice Plus On-site Advisor

The second approach is to complete the intake application and seek participation in the more competitive portion of the program which provides the services of a SolSmart Advisor who will come to the City for a six month period. This on-site Advisor will assist in the implementation of any recommendations to improve the designation level under this program. Because of the cost, there apparently are a limited number of Advisors available. The deadline for the first round of this Advisor Program is June 30, 2016.

ALTERNATIVES:

- 1) The City Council can instruct the staff to complete the intake application, which commits the City to pursue a designation under one of the SolSmart categories, and to work with the assigned group of outside experts to review our ordinances and approval processes for those seeking to install individual solar systems.
- 2) The City Council can instruct the staff to complete the intake application with the intent to secure one of the six-month Advisor positions for the City.
- 3) The City Council can decide not to participate in the SolSmart designation process as this time.

If the Council does not want to invest the needed staff time in this project or commit to pursuing a SolSmart designation, along with its accompanying stipulations, then this alternative should be selected.

MANAGER’S RECOMMENDED ACTION:

An important question is how much time will be required in the initial evaluation or any follow-up effort to improve our ordinances or procedures required under this program. Unfortunately, at this time it is unclear what amount of time commitment will be needed. However, because this request by the Ames Progressive Alliance to participate in the SolSmart program seems to be in keeping with the City Council’s goal to expand our sustainability efforts, it seems appropriate to pursue a designation under this program.

It is staff’s understanding that the City is under no obligation to ultimately or timely adopt any of the recommendations provided through participation in the program. Therefore, the City Council will retain the final decision-making authority on whether or not to pursue a designation under the SolSmart program. Assuming that the initial steps to assist outside experts in reviewing our procedures and ordinances do not require an extensive amount of staff time, it is the recommendation of the City Manager that the City Council approve Alternative #1 and instruct the staff to complete an application form. This action would commit the City to pursue a designation under one of the three SolSmart categories, and to work with the assigned group of outside experts to review our ordinances and approval processes for those seeking to install individual solar systems.

A request for on on-site Advisor appears to be premature at this time. As the plans to develop a community solar system are finalized, it is possible that this type of assistance could benefit the project in providing customer acquisition, marketing, promotion, etc. Apparently, the opportunity to pursue this option will be available again next year when another round of applications are solicited.

AMES PROGRESSIVE ALLIANCE

May 15, 2016

Dear Mayor Campbell and Members of the Ames City Council,

The U.S. Department of Energy recently announced a new program designed to work with cities and counties to foster solar growth in their communities. The SolSmart program provides no-cost technical assistance aimed at reviewing, updating and streamlining the permitting and interconnection ordinances and addressing other “soft costs.” Communities can also apply for a fully funded SolSmart Advisor who will engage with the community for up to six months (a maximum of 100 hours). ***The application deadline is June 20, 2016.***

The online application process is available and we encourage the City of Ames to apply for selection as one of 40 SolSmart communities. Bob Haug, retired Executive Director of the Iowa Association of Municipal Utilities and Ames resident, has offered his volunteer services to assist in completing the application. Bob has already visited with the Solar Foundation, which is one of two awardees for the federal program, and it appears Ames would be an excellent candidate.

Participation in the program is a great way for city leaders, and residents, to better understand the future role of renewable power in Ames’ energy generation portfolio. Recognition as a SolSmart community would serve our community well in attracting new businesses, many of which place high value on environmental stewardship and renewable energy.

Thank you for your support to move forward with a community solar project. We look forward to visiting with you regarding the SolSmart program as it will be another important step forward for Ames.

Sincerely yours,

Victoria Szopinski, Co-Chair
Ames Progressive Alliance

Keri Katz, Co-Chair
Ames Progressive Alliance

Elizabeth Baird, Chair
APA Solar Committee

Ames Progressive Alliance Steering Committee:

Diane Birt
Jess Calhoun
Dave Carter
Jamet Colton
Matthew Goodman
John Klaus
Anne Kinzel
Lisa Lai
Sandra Looft
Torey Looft
Jodi O'Donnell
Jim Popken
Lewis Rosser
Jesse Turk
Elizabeth Wade
Nathaniel Wade



Ames Progressive Alliance



NATIONALLY DISTINGUISHED. **LOCALLY POWERED.**

PROGRAM GUIDE

PHOTO COURTESY OF NREL

VERSION 1.0
APRIL 2016

WHAT IS SOLSMART?

SolSmart is a new national designation program, funded by the U.S. Department of Energy through the Solar Powering America by Recognizing Communities (SPARC) initiative, designed to recognize communities that have taken key steps to address local barriers to solar energy and foster the growth of mature local solar markets. The SolSmart program primarily seeks to address “solar soft costs,” or business process or administrative costs that can increase the time and money it takes to install a solar energy system — costs which are then passed on to solar customers. While only certain local government policies and processes (such as permitting, planning, and zoning) are the source of some soft costs, local governments are in a unique position to reduce soft costs and take action to promote the use of solar locally.

The SolSmart designation program will provide high-profile, national recognition for communities that have made it cheaper and easier for solar customers to invest in solar energy. In addition, achieving designation will send a signal to solar companies that a community is “open for business,” attracting new businesses and helping designees share in the economic development benefits attached to the solar industry.

Interested communities can apply for designation at www.solsmart.org using a simple online intake form (“application”). Upon receipt of this application, the Designation Program Administrator (led by the International City/County Management Association) will conduct a baseline assessment to determine which criteria the community currently meets based on previous efforts and which actions are still required before designation can be granted. Communities committed to pursuing SolSmart designation will be eligible for no-cost technical assistance (“TA”) from the Technical Assistance Provider (led by The Solar Foundation) and its team of national solar and local government experts to help communities meet the criteria for designation.

DESIGNATION PROGRAM ADMINISTRATOR	TECHNICAL ASSISTANCE PROVIDER
INTERNATIONAL CITY/COUNTY MANAGEMENT ASSOCIATION	THE SOLAR FOUNDATION
National Civic League	National Renewable Energy Laboratory
Home Innovation Research Labs	Meister Consultants Group
Meister Consultants Group	National League of Cities
The Solar Foundation	National Association of Counties
	Solar Energy Industries Association
	Regulatory Assistance Project
	Electric Power Research Institute
	Brooks Engineering

BENEFITS OF PARTICIPATION

Benefits of Addressing Soft Costs

Addressing soft costs and other barriers can deliver a number of valuable benefits for key local stakeholders.

- Reducing soft costs can deliver an **increased return on investment for solar customers**. Complex or poorly-defined permitting processes can add significantly to the average cost of solar photovoltaic (PV) systems. For a typical five kilowatt (kW) system, onerous permitting processes can increase prices for solar customers by up to \$700. Combined with other local regulatory policies and processes, the total price impact of local government “red tape” surrounding solar can be as high as \$2,500 for a typical installation.¹
- Reducing red tape and more efficient approval processes can result in a **time and money savings for local governments**, representing a more productive use of constrained budgets and limited taxpayer resources. Improving access to information on technical and process requirements can decrease the volume of questions or requests for information from installers and the number of incomplete permit applications, reducing demands on staff time.²
- Improving the processes and policies giving rise to some soft costs can result in **improved business prospects for solar companies**. More than 33% of installers say there are at least three communities they avoid because of permitting difficulties.³ Those communities are missing out on local revenue and affordable solar. Addressing these and other local regulatory issues can open your community for solar business, resulting in **positive impacts on jobs and economic development**.
- Lowering soft costs encourages more residents to go solar and dramatically **reduces greenhouse gas emissions**. A five kW solar photovoltaic system can reduce carbon dioxide emissions equivalent to that produced from 500 gallons of gasoline (nearly as much consumed by a typical passenger vehicle in a single year) or the amount of carbon dioxide sequestered by nearly four acres of U.S. forests each year.

1. Burkhardt, J., Wiser, R., Darghouth, N., Dong, C.G., Huneycutt, J. (2014). *How Much Do Local Regulations Matter? Exploring the Impact of Permitting and Local Regulatory Processes on PV Prices in the United States*. Retrieved April 15, 2016 from https://emp.lbl.gov/sites/all/files/local_regulations_and_pv_report.pdf

2. Interstate Renewable Energy Council. (2012). *Sharing Success: Emerging Approaches to Efficient Rooftop Solar Permitting*. Retrieved April 15, 2016 from <http://www.irecusa.org/publications/sharing-success/>

3. Clean Power Finance. (2012). *Nationwide Analysis of Solar Permitting and the Implications for Soft Costs*. Retrieved April 15, 2016 from https://solarpermit.org/media/CPF-DOE_Permitting_Study_Dec2012_Final.pdf

BENEFITS OF PARTICIPATION

Benefits of Designation

Pursuing SolSmart designation through actions to reduce soft costs and foster a positive solar market environment can provide communities with a number of more specific benefits, including:

- **National recognition** on the SolSmart website, through media campaigns, and other means.
- An opportunity to **receive awards for exceeding basic program requirements** and further distinguish your community from its peers.
- The ability to apply to host a SolSmart Advisor, **fully-funded temporary staff** assigned to between 30 and 40 communities for up to six months to help communities achieve SolSmart designation.

What We Can Achieve Together

The U.S. Department of Energy SunShot Initiative has set a goal to reduce the installed cost of residential solar to \$1.50 per watt by the year 2020. Though costs have declined dramatically over the last decade (and by over 40% since 2010), the national average cost for residential solar is still around \$3.50 per watt — suggesting much still needs to be done to achieve the SunShot goal. Further complicating this issue is the fact that much of the observed reductions in installed costs over the last few years have come from declines in hardware costs. Soft costs have yet to experience the reductions required to maximize the affordability of solar.

Fortunately, local governments are in a prime position to address soft costs and enhance the affordability of solar for customers in their jurisdiction. While a single local government taking action may only have a local impact, the SolSmart goal of designating at least 300 U.S. communities by 2018 will allow these collective impacts to be felt across the nation.

APPLICATION PROCESS AND TIMELINE

Process

The SolSmart designation program is focused on recognizing communities that have worked to improve the solar friendliness of their community and encourage solar market development. The first step for communities pursuing SolSmart designation is to establish a vision and concrete goals for the adoption of solar within the community via a **formal letter of commitment** and commitment to tracking key metrics. Details on requirements for the letter of commitment can be found in the designation criteria document and the help sections of the online application.

Secondly, communities complete actions in two **Foundational Categories**: Permitting and Planning, Zoning and Development. These two categories are areas where local governments can have significant influence on the ease, time, and cost to go solar. Previous SunShot Initiative projects have confirmed that transparency and clarity in local regulations are building blocks that set the stage for subsequent progress on soft cost reductions.

There are two prerequisites in the Permitting and Planning, Zoning and Development categories which communities must complete to receive SolSmart Bronze (create a permit checklist and conduct a review and develop a memo on existing barriers to solar in the zoning code). To receive SolSmart Silver, there are additional prerequisites in the Planning, Zoning and Development category, and the Inspection category. In addition to completing the SolSmart Silver prerequisites, there is a prerequisite in Permitting for SolSmart Gold.

Communities can earn points by taking actions across **Special Focus Categories** of their choice, which also encourage solar cost reductions. These categories include: Inspection, Construction Codes, Solar Rights, Utility Engagement, Community Engagement, and Market Development and Finance. **Special Awards** are available for communities that demonstrate significant achievement in any of these categories. Communities can submit projects that are not listed under the pre-determined designation criteria to receive Innovation points. These programs or policies will be eligible for credit as determined by a panel of experts and can potentially be selected to be showcased on the SolSmart website.

APPLICATION PROCESS AND TIMELINE

Timeline

The SolSmart program will accept applications on a rolling basis. Upon receipt, applications will be sent to a designation review team. Within one week of submission, the team will provide a confirmation that a community's application is under review. This process of review may take up to two weeks. Upon completion, SolSmart will inform the community whether they have earned designation.

Following receipt of a community's application status, both designated and non-designated communities can proceed towards these next steps:

- If a community is deemed **not ready for designation**, the review team will inform the applicant and connect the program's TA lead with the community to help address areas of improvement based on the original application.
 - Upon completion of TA, communities that were deemed not ready for designation will be encouraged and better positioned to re-submit their application for review.
- If a community is deemed **ready for designation**, a final check-in process will include the review team's formalization of your designated status and an announcement that your community has satisfied all program requirements via press release, social media and website announcement.
 - Additionally, communities deemed ready for designation will receive a tiered designation and recognition at the annual SolSmart award ceremony.
 - All communities who are deemed ready for designation will also be given the opportunity to access TA through the program to continue improving local solar market conditions.

ACCESSING TECHNICAL ASSISTANCE

Each community committed to pursuing SolSmart designation will be eligible to receive no-cost TA from the Technical Assistance Provider and its team of national solar and local government experts. As the goal of this TA is to help communities achieve designation, any assistance provided must be directed toward attaining of one or more SolSmart designation criteria.

Communities can access TA in two distinct ways. First, communities that apply to the program but that do not meet the requirements for designation upon initial review will be able to access TA services to help them achieve SolSmart designation. Members of the Technical Assistance Provider team (see the full list of organizations on page 1) will work with communities to meet the program prerequisites and address any additional actions necessary to achieve the points required to earn designation. Alternatively, communities that have already satisfied enough criteria to achieve the Bronze or Silver level of designation may indicate during the application process whether TA in achieving a higher level of designation is desired. While communities seeking higher levels of designation are eligible for TA, communities that have yet to achieve any level of SolSmart designation will be prioritized for service.

Communities can receive TA on any of the following actions to help them achieve SolSmart designation:

- Overall program prerequisite actions
- SolSmart Bronze prerequisite actions listed in the Permitting and Planning, Zoning, and Development categories
- SolSmart Silver prerequisite actions
- SolSmart Gold prerequisite actions
- Additional actions within any of the eight criteria categories
- Approved innovation actions

ACCESSING TECHNICAL ASSISTANCE

SolSmart Advisors Program

In addition to the standard no-cost TA services offered through the SolSmart program, communities pursuing designation can also apply to host a SolSmart Advisor – temporary, fully-funded staff provided through SolSmart to help host communities achieve designation. Advisors will evaluate existing local government policies and processes, develop plans for guiding their host communities toward designation, and apply proven industry-leading best practices in the execution of these plans. SolSmart Advisors will assist communities through engagements lasting up to six months.

Host communities will be selected through a highly competitive process. Factors for selection include: level of community need (based on benchmarking results from the designation application process) balanced with the achievability of what the applicant hopes to accomplish through an Advisor; potential for impact (based on population served; smaller communities can apply as a group or through a regional organization such as a Council of Governments or Regional Planning Commission); a plan for efficient use of the Advisor; geographic and socioeconomic diversity; previous engagements with the SolSmart program (e.g., Early Adopter status), and; commitment to attaining SolSmart designation. Additional factors — including long-term opportunities for Advisors in the community and an ability and willingness to cost share — are not required but will help make the community a more competitive applicant.

Applications for the first round of host communities will be accepted through the end of June 2016.

HOW TO GET HELP

For questions about the designation program, please contact:

Phone: 202-962-3622

Email: SolSmart@icma.org

For questions about technical assistance, please contact:

Phone: 703-828-4531

Email: phaddix@solarfound.org

ITEM #: 42
DATE: 06-14-16

COUNCIL ACTION FORM

REQUEST: PRELIMINARY PLAT FOR THE IRONS SUBDIVISION (AMES GOLF AND COUNTRY CLUB)

BACKGROUND:

The Ames Golf and Country Club is located northwest of the City of Ames in an area of the Ames Urban Fringe Plan (AUF) identified as Rural Transitional Residential and within the Watershed Protection Area of Ada Hayden Heritage Park. It also lies within the Allowable North Growth Area of the City's Land Use Policy Plan (LUPP). **Bella Homes, LLC is proposing a residential development outside of the city limits along the north and west perimeter of the golf course on approximately 20 acres of their 155 acre property.** The proposed preliminary plat would allow for development of a total of 34 homes. A location map is included as Attachment A, and an AUF Map excerpt is Attachment B.

The 28E agreement that implements the Ames Urban Fringe provides for joint review of proposed rural subdivisions by Ames and Story County for development within the Rural Transitional Residential Designation. The City's Land Use Policy Plan and Zoning Ordinances do not apply to a rural development; only the City's subdivision standards and policies of the AUF apply. Development is reviewed first by the City of Ames and then by Story County. A subdivision requires formal approval by both jurisdictions before it can be recorded and lots sold.

In May, 2014, the AGCC requested that the Ames City Council grant certain waivers to the City's subdivision standards so that they could pursue a rural subdivision that did not meet all urban standards of the City of Ames. In return for granting waivers, the owner signed and submitted the three required covenants that bind current and future owners to:

- 1) apply for annexation at the time the City requests,
- 2) waive objections to assessments that may be imposed in the future if public improvements are brought to the site as an assessment project, and
- 3) pay any fees associated with the buy-out of rural water service territory.

The City Council granted conditional waivers to proceed with the rural subdivision application and to allow for the subdivision to meet the density standards of the Rural Transitional Residential designation of the AUF of between 1.00 and 3.75 dwelling units per acre. A specific configuration was not included as part of the conditional granting of waivers to proceed with the platting process.

Because of its location within the Ada Hayden Watershed, the development is subject to the Conservation Subdivision standards of the Ames Subdivision Regulations. **The intent of the standards is to protect the quality of water in Ada Hayden Lake, protect existing surface drainage systems, promote interconnected greenways,**

provide commonly-owned open space and conservation areas, and protect such areas in perpetuity. The conservation standards are in addition to the City's typical street, lot, and infrastructure requirements. Additionally, the City Council required a phosphorus reduction plan be included with any proposed development in this area. The developer has outlined a plan that, combined with improvements to the golf course, can result in a minimum of 60 percent reduction in application of phosphorus fertilizer on the site.

The project design provides for three areas of housing. The first area is a cul-de-sac of 14 single-family detached homes located at the intersection of George Washington Carver and Cameron School Road (future extension of Stange Road). The second area for development is along George Washington Carver with 16 single-family attached homes and one detached home on both sides of the Country Club's driveway. The third area is for 3 individual lots having access from 190th Street. The townhomes are accessed via a private street while the single-family detached homes would have access from a public street. The proposed development achieves a density of 1.7 dwelling units per acre within the developable area of the Country Club's site. A full description and analysis of the project can be found in the Addendum.

The project design is a hybrid of a rural subdivision design and City standards. Due to the proximity of the site abutting the current City limits, the project has been designed and recommend by staff to included conditions for the subdivision to meet as many of the City's standard for development as feasible. However, as part of the subdivision process the applicant requests approval of six waivers from the City's subdivision standards. The waivers include two of the original waiver requests for water service by Xenia until annexed to the City and use of private Advantex septic systems. The remaining four waivers relate to design standards for development of the three homes along 190th Street and include waiver of interior street access requirements, construction of a sidewalk along 190th Street, homes with access to a trail or sidewalk, and planting of a 25-foot native plant conservation buffer along 190th Street.

Planning and Zoning Commission Recommendation. On April 20, 2016 the Commission considered the Preliminary Plat for The Irons. One neighboring property owner to the north of the development spoke supporting approval, but without the three homes on 190th Street. The Commission discussed the arrangement of uses and staff's recommended conditions for the layout of the plat, including the design and location of homes. The Planning and Zoning Commission voted 4-2 to recommend eliminating the three homes along 190th Street and to then approve the Preliminary Plat with a total of 31 homes subject to the conditions recommended by the staff.

ALTERNATIVES:

1. The City Council can approve the Preliminary Plat for The Irons at 5752 George Washington Carver Avenue with the following conditions:
 - A. Update the plat to develop 31 homes and **remove the three lots** on 190th Street, but grant a waiver to the sidewalk requirement for the one-half mile on the south side of 190th Street.

- B. All public improvements will be treated as if this were in the City, requiring city review of improvement plans, on-site installation inspections, and inspection billing to the developer.
 - C. The developer must apply for and obtain a City COSESCO permit and be subject to City fees and inspections for stormwater.
 - D. Completion of the Xenia Water territory buyout and territory transfer agreement prior to final plat approval.
 - E. Complete an agreement requiring property owners to abandon the Advantex systems, install sewer infrastructure and connect to City sanitary sewer when it is brought to the site prior to final plat approval.
 - F. Complete an agreement for the phosphorus removal plan prior to final plat approval.
2. The City Council can approve the Preliminary Plat for The Irons at 5752 George Washington Carver Avenue with the following conditions:
- A. **Allow the three lots** on 190th Street and grant a waiver to the sidewalk requirement for the one-half mile on the south side of 190th Street.
 - B. All public improvements will be treated as if this were in the City, requiring city review of improvement plans, on-site installation inspections, and inspection billing to the developer.
 - C. The developer must apply for and obtain a City COSESCO permit and be subject to City fees and inspections for stormwater.
 - D. Completion of the Xenia Water territory buyout and territory transfer agreement prior to final plat approval.
 - E. Complete an agreement requiring property owners to abandon the Advantex systems, install sewer infrastructure and connect to City sanitary sewer when it is brought to the site prior to final plat approval.
 - F. Complete an agreement for the phosphorus removal plan prior to final plat.
3. The City Council can approve the Preliminary Plat for The Irons at 5752 George Washington Carver Avenue with modified, alternative, or additional conditions.
4. The City Council deny the Preliminary Plat for The Irons at 5752 George Washington Carver Avenue, by finding that the preliminary plat does not meet the requirements of Section 23.302(3)(b) or Section 23.603 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(4) of the Ames Municipal Code. Code sections are found in Attachment C.
5. The City Council can defer action on this request to no later than the July 12 regular meeting and refer it back to City staff and/or the applicant for additional information.

MANAGER’S RECOMMENDED ACTION:

The Irons subdivision is unique in that it is the first conservation subdivision outside the City limits in the Ames Urban Fringe. It is also unique in that the City is not waiving its entire subdivisions standards as is usually done for Rural Transitional Residential

subdivisions since it is anticipated that this development will ultimately be annexed into the City. Although a Rural Transitional Residential area in the AUF, it abuts the City limits to the east and is within the Allowable North Growth Area of the Land Use Policy Plan. Recognizing this unique situation, the City Council granted only limited waivers to the subdivision design standards anticipating its annexation, but allowed a density consistent with rural standards.

Staff has spent considerable time over the past two years with the applicant working through layout issues, design of streets, and how to meet infrastructure requirements. The preliminary plat for The Irons meets the requirements of Chapter 23 (Subdivision Code), including the conservation standards, with the approval of the proposed waivers and the conditions noted in Alternative 1.

Staff does not believe the development of the three homes along 190th and their associated waivers are appropriate as the City is unlikely to provide services to this area in the foreseeable future due to their remote location. If the three lots are removed from the development proposal, staff believes it may be appropriate to waive the conservation planting requirement and the 5-foot sidewalk along 190th Street as a half-mile of sidewalk would be a hardship to the golf course and would serve no residential lots.

Therefore, it the recommendation of the City Manager that the City Council act in accordance with Alternative #1 recommending approval of the Preliminary Plat with 31 residential lots and no residential lots along 190th Street with the conditions A through F.

ADDENDUM

Project Description

Ames Golf and Country Club has partnered with Bella Homes to propose a 34 residential lot subdivision on the west and north portions of the golf course property. This proposal has been under consideration for some time as both the Story County zoning map and the Ames Urban Fringe Plan future land use map (adopted in 2007) anticipate this. The full development can be seen in Attachment C.

The golf club property is nearly a quarter section in size (155 acres) except for portions of road and railroad right-of-way. The subdivision encompasses the entirety of the property, creating the 34 residential lots with the remaining 35th lot comprising the golf and country club facilities. As a result of the subdivision, but not part of the subdivision review, AGCC would make changes to the golf course property as well.

Lots

The proposed Preliminary Plat includes 18 lots for single-family detached homes and 16 lots for twin homes. Lot 35 of the Preliminary Plat encompasses all of the golf course and associated buildings, tennis courts, and swimming pool.

Lot sizes for detached single-family homes range from 12,904 up to 37,326 square feet. The lots for the twin-homes are approximately 7,400 square feet each. The density is consistent with the Rural Transitional Residential designation of between 1.00 and 3.75 units per acre at a density of approximately 1.7 units per acre of development area.

Of the 18 single-family detached homes, 14 are proposed around a cul-de-sac, named Irons Court, at the southwest corner of the site. Irons Court is access by a partial extension of Stange Road. The homes on the west side of Irons Court will be through lots between George Washington Carver and Irons Court. Through lots are permissible along arterial streets in the subdivision regulations. A mitigating factor of the through lots is the requirement for the 25-foot conservation area planting.

Three additional three single-family detached lots are proposed along 190th Street at the north edge of the site (see Attachment C). These northern homes have driveways onto 190th Street with two homes sharing a driveway and one home with an independent driveway. The three northern lots are rather isolated from the rest of the development and are not likely to ever be served by utilities once annexed as the City believes that services to this area of North Growth are mostly likely to come from the south rather than from the east. As discussed below, all of the development will initially be served by rural water and septic systems but the waivers granted by the property owner require the homes to eventually hook up to City utilities upon annexation when they are available. Due to the location of the three northern lots, developer has requested an additional waiver of the sidewalk construction for these new homes along the south side of 190th Street. The other frontages of the development include sidewalks.

The attached single-family homes are divided between areas north and south of the AGCC driveway from GW Carver Avenue. They will have frontage on a private street to be known as Irons Way. An additional detached home is found at the north end of Irons Way.

Streets

The preliminary plat includes an extension of Stange Road east of George Washington Carver Avenue. The extension is two lanes for a distance of about 350 feet east. This portion will be built as a two-lane, two-way road. When the property to the south (Borgmeyer) eventually develops, that development will complete an additional lane on the south half of the road and extend Stange Road south to connect to Northridge Heights (see Attachment D). Stange Road is projected at full buildout to have three lanes at the intersection with George Washington Carver Avenue, tapering to a two-lane cross section east of the intersection of the Irons Court. This road will be a public street, built to city standards, and dedicated to the County while the property remains in the County. Maintenance will be the responsibility of the owners of the adjacent homes until the property is annexed into Ames, consistent with the policy of the County.

Irons Court will be a 540-foot long cul-de-sac, 26 feet wide within a 60-foot right-of-way. There are 14 single-family lots along this road. Lots on the west side will be through lots, backing up against George Washington Carver Avenue. Irons Court will be a public street, built to city standards, and dedicated to the County. Maintenance will be the responsibility of the owners of the adjacent homes until the property is annexed into Ames.

The current driveway into the Ames Golf and Country Club will provide access to Irons Way, a 24-foot wide private street. Irons Way to the south will have six twin homes and Irons Way to the north will have 10 twin homes and one detached home. Ownership and maintenance will be private. The private streets will not be dedicated for public use and will be maintained as private streets even upon annexation to the City in the future.

An existing access point north of the club house driveway will be eliminated. It currently serves the maintenance building which will be relocated once other improvements to the golf course are made.

The final plat will also dedicate 60 feet of right-of-way of George Washington Carver Avenue and 33 feet of 190th Street as fee simple ownership to the County. The rights-of-way are currently easement roads of which AGCC owns to the section line (the approximate centerline of the road). No improvements are proposed.

Water

The golf course is currently served by Xenia Rural Water Association and the entire golf course property is within the Xenia service territory. An agreement has been reached in principle with Xenia, but will need to be finalized prior to final plat approval. The agreement allows the new development to be served by Xenia, but ensures future transition of customers to the City. Upon annexation and when City water is brought to the site, the homes will then become customers of Ames and these properties will no longer be served by Xenia. The draft agreement has an exception for the existing golf course, since it is an existing Xenia customer, that it can remain a Xenia customer after annexation. Hydrants to serve the development, including the existing club house, will be installed to City specifications to ensure that fire protection will meet City standards for future service.

Sewer

Although the area along George Washington Carver Avenue is within the North Growth Utility Extension Sanitary Sewer Connection District #1 that was established in 2014, it is not serviceable at this time by the City. The new homes are proposed to be serviced by an advanced septic treatment system known as Advantex. Each on-site system will serve two homes and discharge into sub-surface drainage fields. **Upon annexation and after City sanitary sewer infrastructure is brought to the site, the Advantex systems will be abandoned and each home will connect to the City system at the homeowners cost. The preliminary plat improvement plans indicated the location of the future installation of the sanitary sewer main and the service lines for the homes. However, the pipes will not be installed as part of the development and must be installed at the homeowner's cost at the time of the requirement to connect to the City's infrastructure.** This requirement will need to be explicitly stated in an agreement at the time of final plat. The developer will be required to pay the connection district fee for the acreage (approximately 20 acres) within the connection district at the time of final plat. The club house will remain on its own mound system, which will be rehabilitated as part of the golf course renovations.

Sidewalks and Trails

The City's subdivision standards require sidewalks along the frontage of residential lots. The Conservation Subdivision standards require interconnected trails and allow for one sidewalk to be built when there is access to a trail from an abutting lot.

Sidewalks and shared-use paths will be installed in the following locations:

- A 5-foot sidewalk on the north side of the Stange Road extension.
- An 8-foot shared use path along the entire length on the east side of existing George Washington Carver Avenue.
- A 5-foot sidewalk on the east side of the proposed Irons Court.
- A 5-foot sidewalk along one side of the proposed private street, Irons Way.
- A sidewalk connection from Irons Court to Irons Way and to George Washington Carver Avenue.

As noted above, the developer does not wish to construct sidewalks along 190th Street and requests a waiver of the requirement to construct approximately ½ mile of sidewalk along this north frontage of the golf course to serve the three homes. Staff believes a waiver to the sidewalk is appropriate only if the three lots on 190th Street are removed from the preliminary plat. (See the pros and cons below.)

There are several existing internal cart paths on the golf course which provide connectivity to the several clusters of residential development. Portions of these are paved where needed to minimize wear and erosion on the course; otherwise they are grassed and unmarked. There is a proposed golf cart path between Lots 9 and 10 on Irons Court providing access to the golf course. Additional paths may be added within the course as AGCC rehabilitates the fairways in the near future.

Electric Service and Street Lights

This area is served by Midland Power Cooperative. Street lights will be installed at intersections with George Washington Carver Avenue and along the internal streets. The City would require placement of lights at intersections, but ownership and maintenance of lights would remain with the power company.

Conservation Subdivision Standards

Prior to submitting a preliminary plat, the applicant prepared a resource inventory to identify natural areas for preservation. Impact7G prepared an inventory and mapping of natural resources and a vegetative cover map for the proposed development. The study did not identify any wetlands, flood plains, threatened and endangered species, or designated historic and cultural resources. The southwest corner of the site is a low area that at times can be wet, but it was not found to be a natural resource. Based on the inventory, no natural resources requiring protection were found. The inventory recognized that much of the property has already been developed with a golf course and ancillary facilities.

The Conservation Standards include elements of layout and design for streets, lot patterns, and protection areas. The design and layout meets the specific standards for residential development in a conservation subdivision. Specifically:

- Homes are in clusters.
- Lots take access from interior roads, except for the three lots on 190th Street.
- There is a 25-foot conservation buffer that will be planted with natural vegetation between homes and existing streets, except for the three lots on 190th Street.
- More than 80 percent of the lots abut a conservation area or open space (including the golf course).
- Home locations will result in the loss of some trees, but, where possible, trees will be relocated on site and additional trees planted.

Storm Water Management

One of the principles of the Conservation Subdivision is to use the approach of Low Impact Development to design the project. This means the arrangement of lots and streets minimizes mass grading of the site, minimizes impervious areas, and maximizes use of natural stormwater treatment measures.

The relatively large lots of the single-family homes allow for on-site infiltration. The water that makes it to the street will flow into collection pipes that will drain to the existing and proposed ponds of the golf course. The water in the ponds will be reused as irrigation for the golf course fairways and greens. The Public Works Department has accepted the storm water design as meeting the standards of the City and, additionally, the City has required that the site be subject to a COSESCO permit during construction. The property owners association will have long term maintenance responsibilities, along with AGCC, of the storm water treatment measures.

Phosphorous Reduction

Since this property lies within the Ada Hayden Lake watershed, water quality is an important consideration for the City in allow for development. This is especially

important to the Water and Pollution Control Department of Ames which uses Ada Hayden Lake as a backup water source. Phosphorus is a critical nutrient to avoid as it can lead to undesirable vegetation within Ada Hayden Lake. The City Council, in approving specific waivers for this proposed subdivision in 2014, mandated that the Ames Golf and Country Club prepare a plan to reduce phosphorus releases (including from any new residential development) by 60 percent of current releases.

The general manager of the AGCC has prepared a plan describing how their current application of 974 pounds of phosphorous fertilizer will be reduced to about 60 pounds a year. The plan is based upon a redesign of the golf course grasses. AGCC will no longer have a sod farm on the property (eliminating 100 pounds of application a year). The plan also notes that the bluegrass fairways will be replaced with a mix of bent and low mow bluegrass. This, along with an improved irrigation system, should reduce fairway application from 660 pounds to 0.

City staff from the Parks and Recreation Department has reviewed the plan and proposed application rates and finds them realistic and attainable. AGCC will make their inventory and application logs available to the City upon request for inspection to ensure compliance with the agreement to reduce phosphorus in the watershed. The phosphorus reduction would begin within one year of the project's approval.

Staff from the Water and Pollution Control Department estimates the proposed 34 homes will release about 153 pounds of phosphorus per year with their Advantex septic systems. The discharge into subsurface soil will allow some effluent (including phosphorus) to migrate to the ponds (downstream from the drainage fields) where it can be picked up by the irrigation system and potentially recycled onto the turf.

With the reduction of phosphorus fertilizer from 974 pounds to 60 pounds and the additional 153 pounds generated from the new homes, AGCC will release 213 pounds of phosphorus, a reduction of 78 percent. It should be noted that at the time City sanitary sewer is brought to the site and the private septic systems are abandoned, the phosphorus loading into the watershed will be reduced even further.

190th Street Lots and Waivers

The developer proposes three single family lots on 190th Street. The three homes bring up general concerns related to their location on the periphery of the City's planned area of growth and if the homes were permitted should waivers be granted in support of the configuration. The developer and AGCC desire to have the homes as they make the overall development economically viable in their approach to developing the perimeter of the property and do not require meeting the urban standards because of their location. City staff believes that the remote location of homes is not readily serviceable by the City upon annexation. Additionally, sidewalks have been required of other developments along 190th Street further to the east.

The main developer concern is that they do not wish to build the 5-foot sidewalk along the 190th Street frontage from George Washington Carver Avenue to the Union Pacific railroad tracks—a distance of one-half mile and that the limited number of driveways are appropriate. The summary of comments about supporting the three homes includes:

- Although there would be two new driveways on 190th Street, they meet the separation distances of City and County standards. Driveways would be long enough to accommodate turnarounds so that residents are not backing onto 190th Street.
- The homes are remotely located and have limited connectivity needs; access to AGCC can occur within the golf course property.
- A large number of trees would be removed and extensive grading required to construct the sidewalk.
- A sidewalk crossing of the Union Pacific would need to be designed to meet the requirements of the railroad, which may include a relocated or new crossing arm to accommodate pedestrians.
- Two properties to the east (radio tower and horse stable) of the railroad tracks are not anticipated to be annexed so would likely remain a gap in any sidewalk system along 190th Street.

Summary of concerns for the homes

- The three lots are separated from the rest of the development so that sanitary sewer and City water would be expensive and difficult to provide service on their own. The lots would likely remain on the Advantex septic systems and Xenia water indefinitely.
- Allowing the homes would require three waivers to the requirements that driveways have access only to internal streets, that a sidewalk be installed, and that there be a conservation buffer of 25 feet between the home and the adjacent street. Functionally, the driveways meet spacing requirements but it is not consistent with the Conservation standards for the operations and look of the general area.
- Granting a sidewalk waiver would be inconsistent with other developments along 190th Street, i.e. Quarry Estates.

Proposed Waivers

The City Council granted certain specific waivers to Division IV Design and Improvement Standards of Chapter 23 Subdivision Regulations. Those waivers were conditional and expired six months after they were granted in May, 2014. However, staff evaluated this preliminary plat keeping those waivers in mind and identifying other waivers that might be needed for the City Council to approve this plat.

Below are the waivers without which the plat should not be approved due to not meeting the applicable standards of the subdivision regulations.

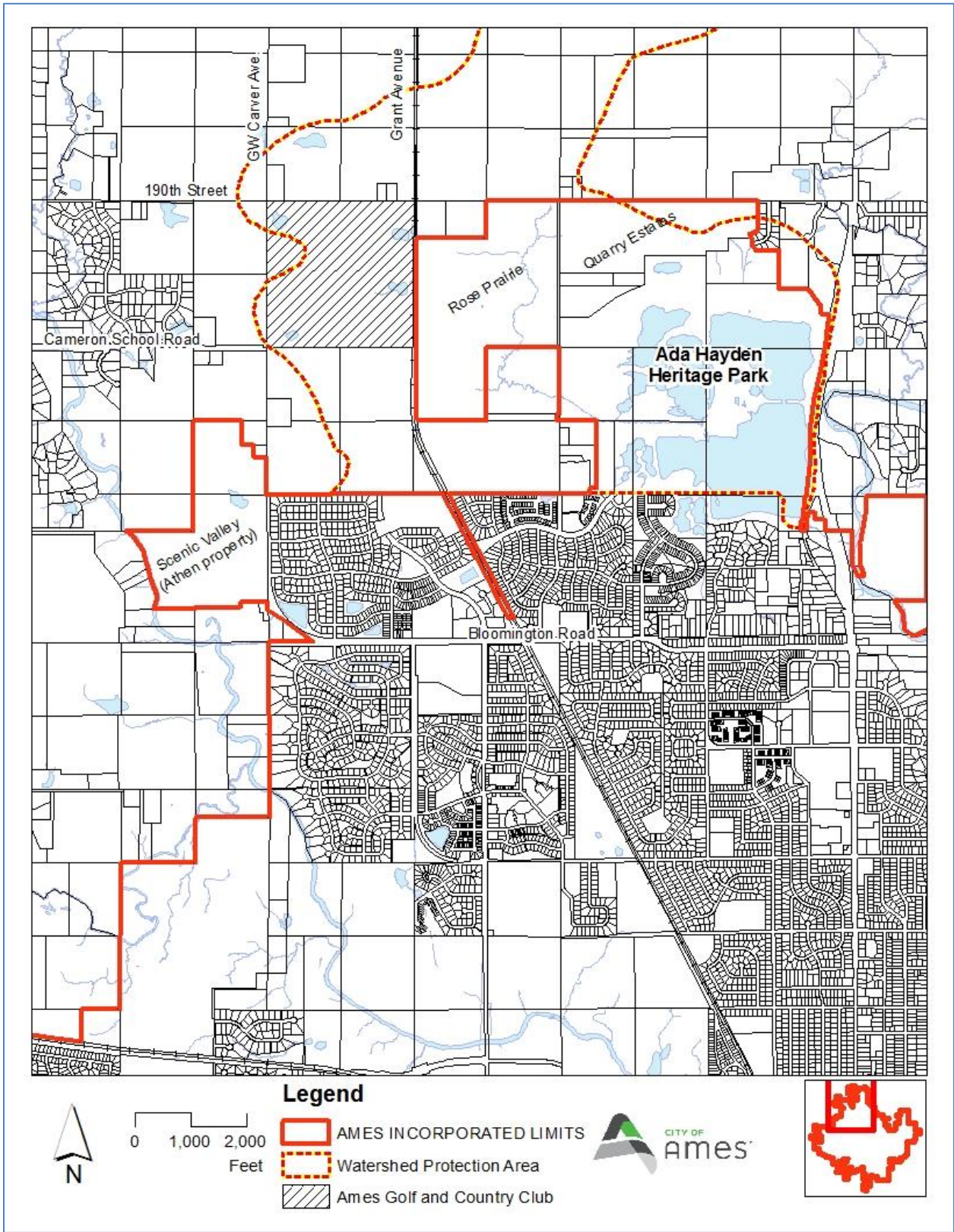
1. A waiver to allow Xenia to provide water service rather than require connection to the City water supply. Council approved this waiver in 2014 and staff supports it now provided an agreement with Xenia for a buyout and transfer of territory at no cost to the City is found satisfactory prior to final plat approval by the City Council.

2. A waiver to allow Advantex private septic systems rather than require connection to the City sanitary sewer system. Council approved this waiver in 2014 and staff supports it now provided a development agreement pertaining to sanitary sewer installation at the property owners cost in the future is found satisfactory prior to approval of the final plat by the City Council.
3. A waiver of the sidewalk requirement along 190th Street. This was not granted in 2014 and staff does not support it now. If residential lots were not proposed, staff would consider a waiver appropriate as there would be no residential uses.
4. A waiver of the requirement that lots take access from interior roads. This is a requirement of Section 23.603 Conservation Ordinance and is not met by the three lots on 190th Street. This was not addressed in 2014 and staff does not recommend waiving it due to the intended separation of homes from roadways in conservation areas.
5. A waiver of the requirement that residential lots have a conservation buffer from existing streets. This is a requirement of Section 23.603(1)(c) and is not met by the three lots on 190th Street. This was not addressed in 2014 and staff does not recommend waiving it. If there were no homes, staff believes it would not be needed for the golf course frontage as it is an open space, even though it is not predominately native plantings.
6. A waiver of the requirement that all lots have access to sidewalks or shared use paths. This is also a requirement of Section 23.603 and is not met by the three lots on 190th Street. This was not addressed in 2014 and staff does not recommend waiving it.

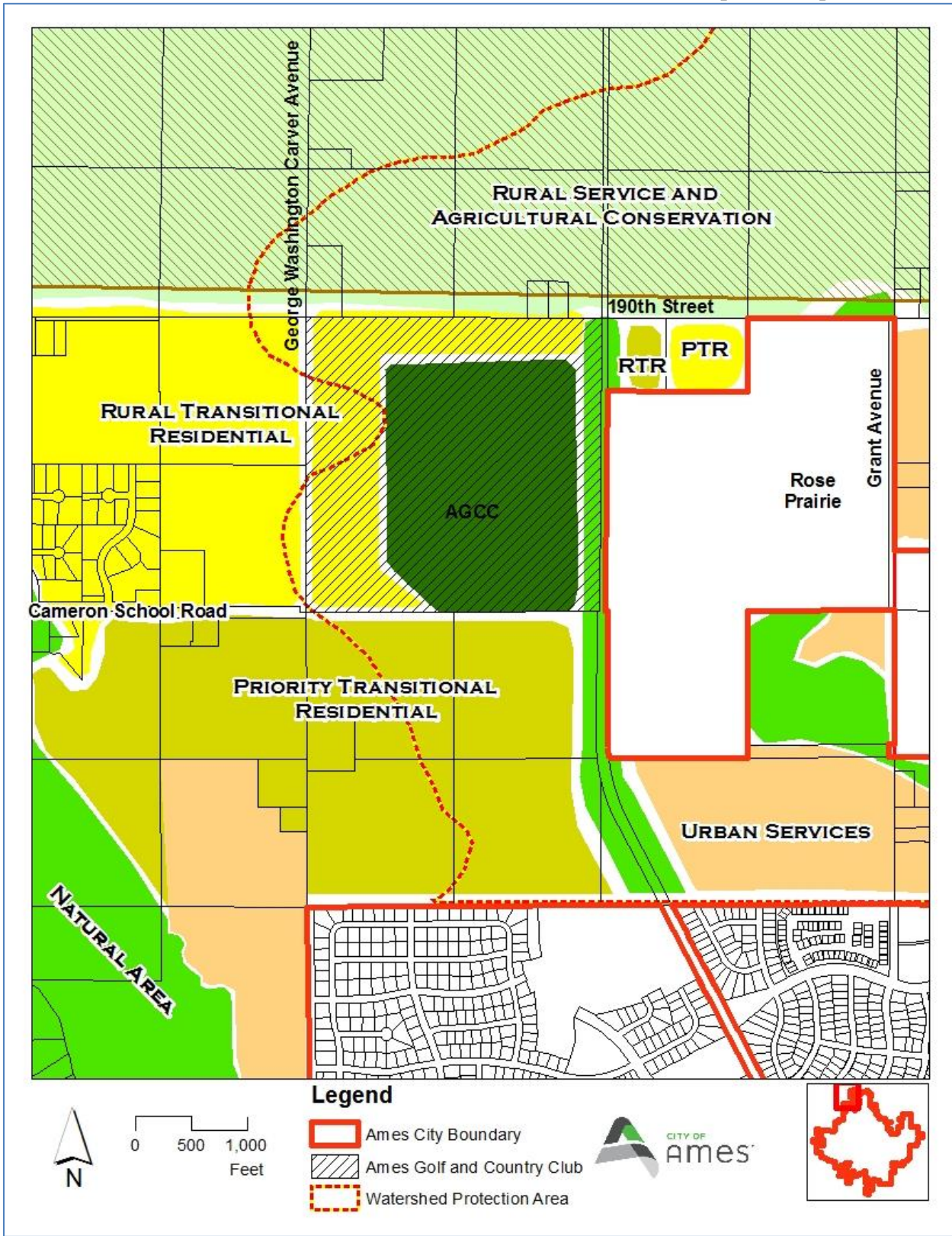
Conditions that were included with the waiver request approved in 2014 and that staff would still recommend are:

1. All public improvements will be treated as if this were in the City, requiring city review of improvement plans, on-site installation inspections, and inspection billing to the developer.
2. The developer must apply for and obtain City COSESCO permit and be subject to City fees and inspections.

ATTACHMENT A: LOCATION MAP-1



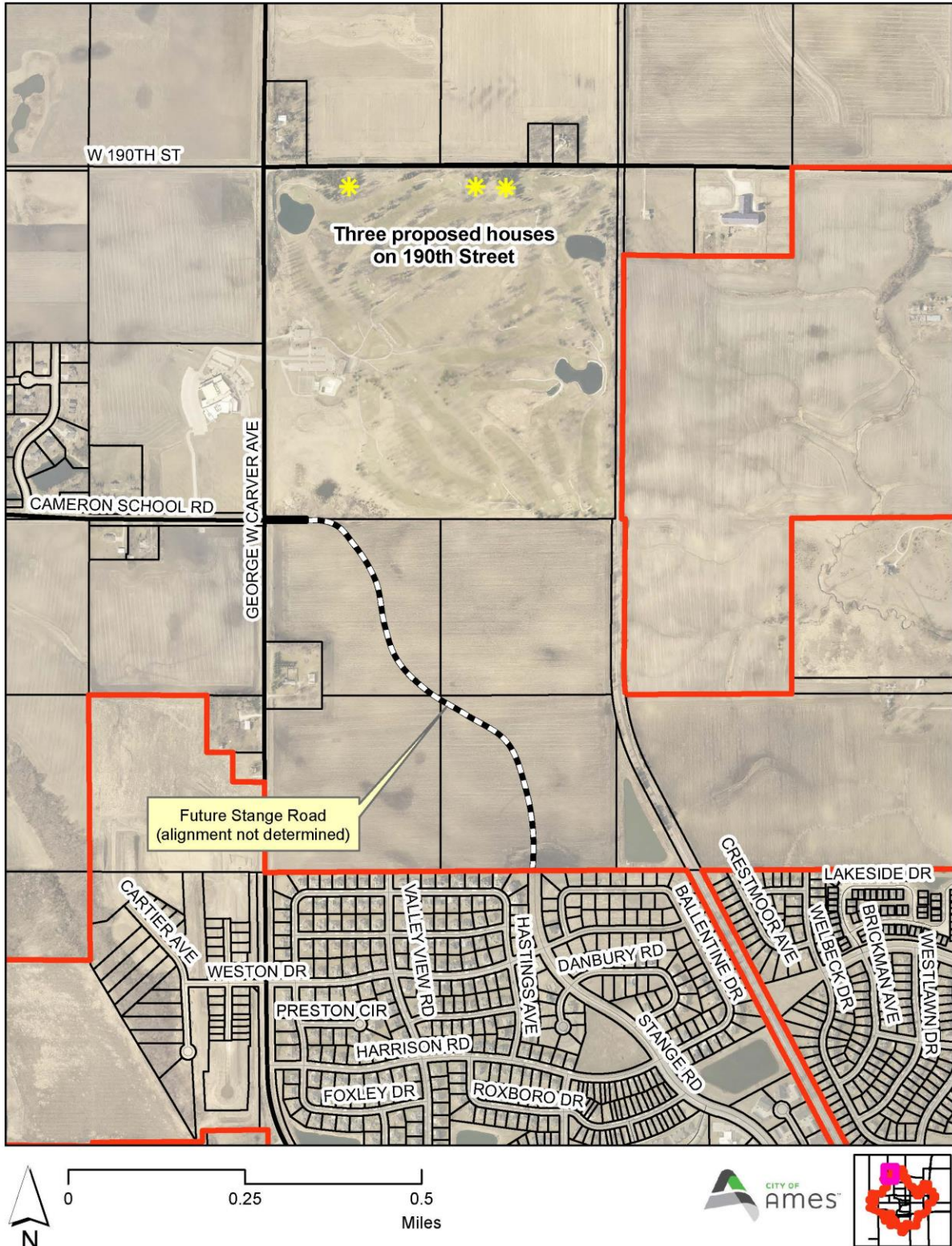
ATTACHMENT B: AMES URBAN FRINGE PLAN MAP [EXCERPT]

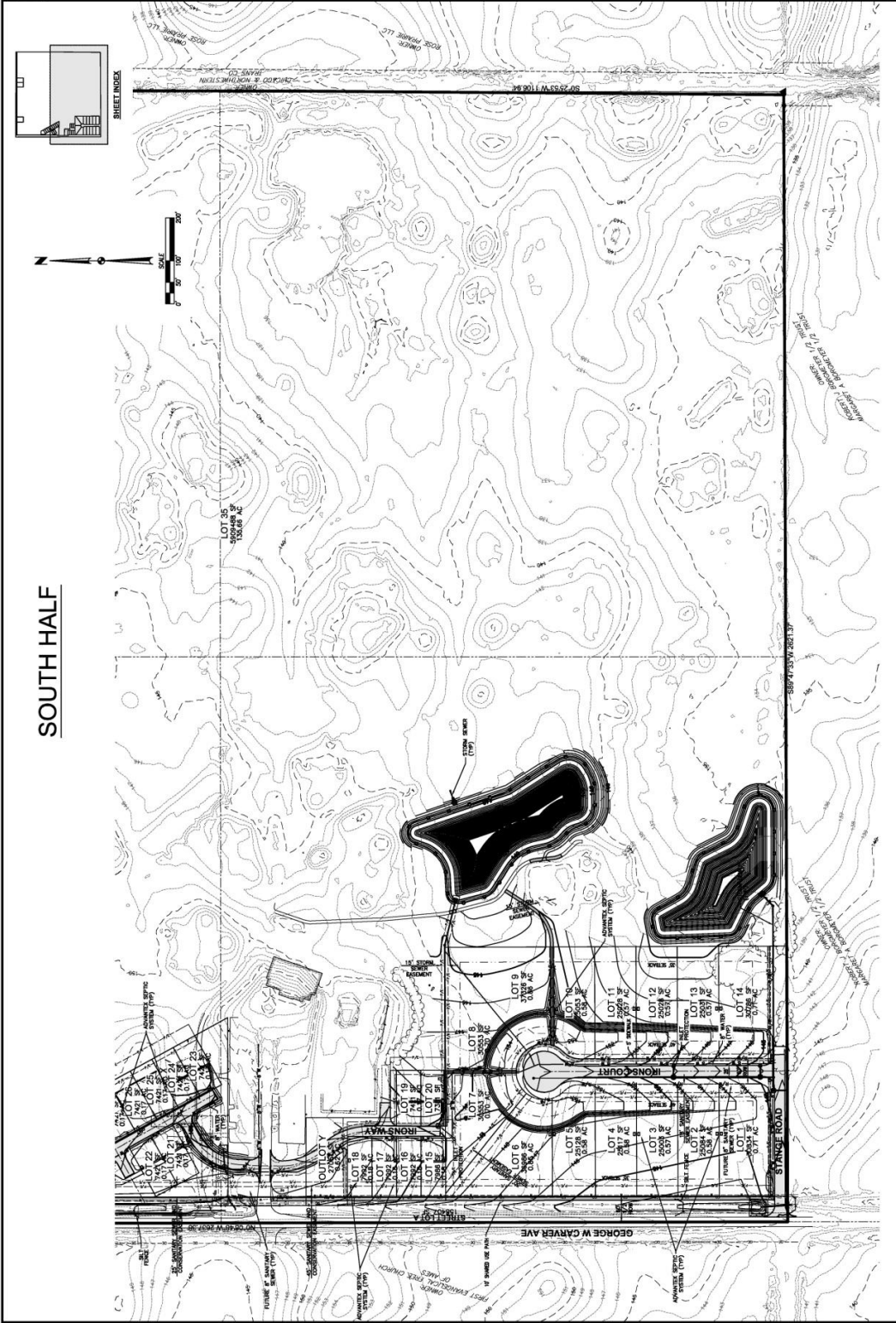


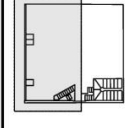
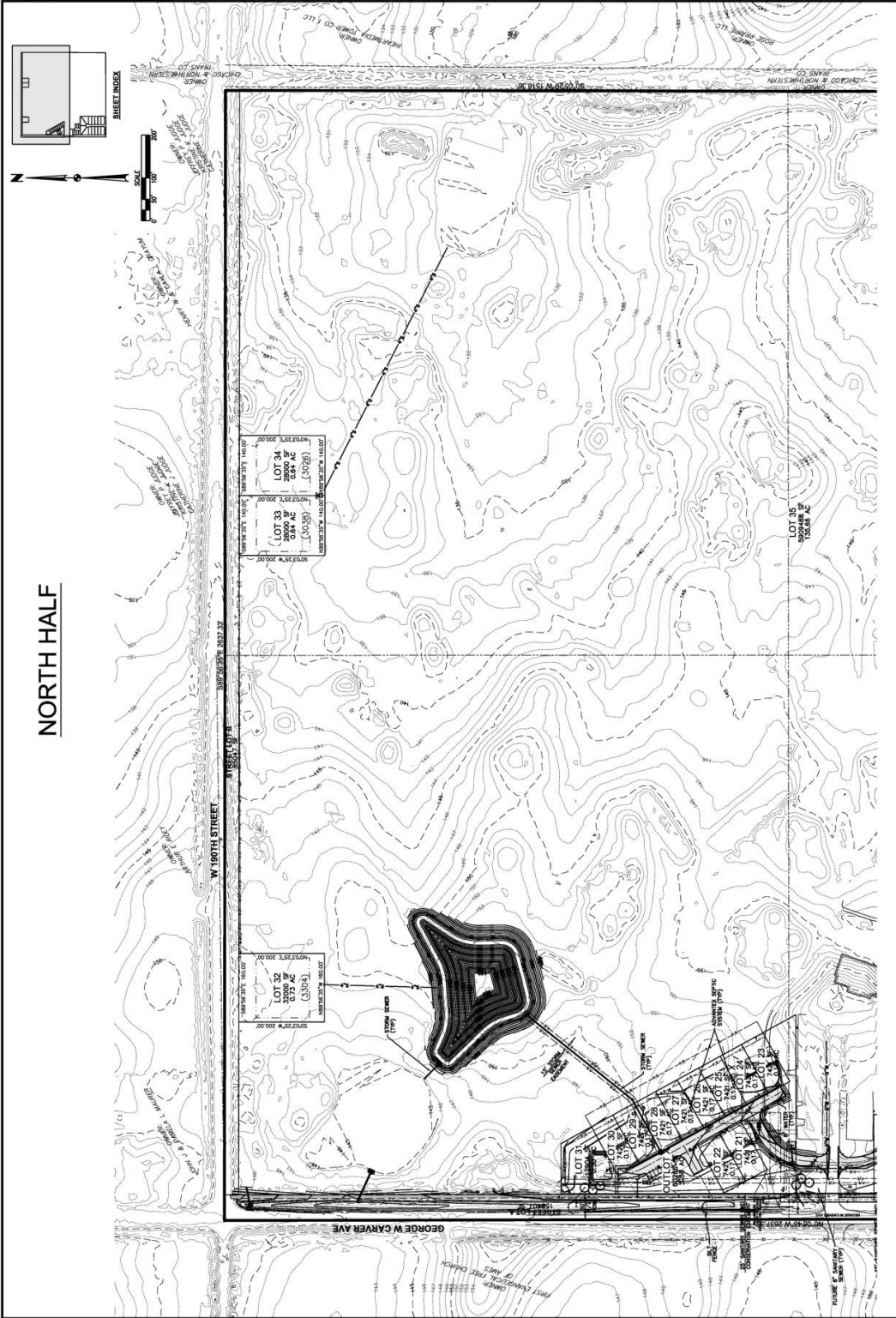
ATTACHMENT C: PROPOSED DEVELOPMENT LAYOUT



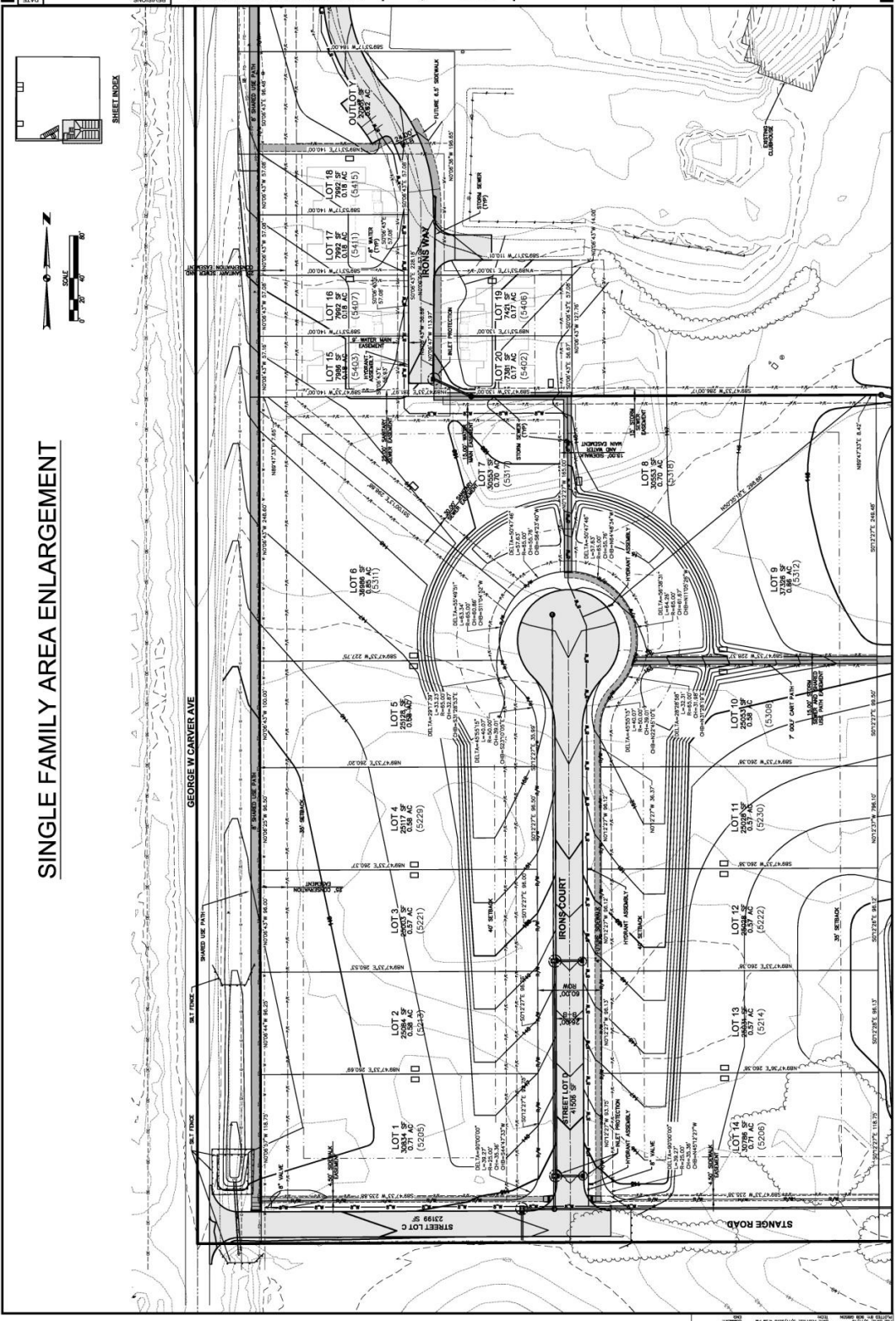
ATTACHMENT D: FUTURE STANGE ROAD ALIGNMENT (APPROXIMATE)



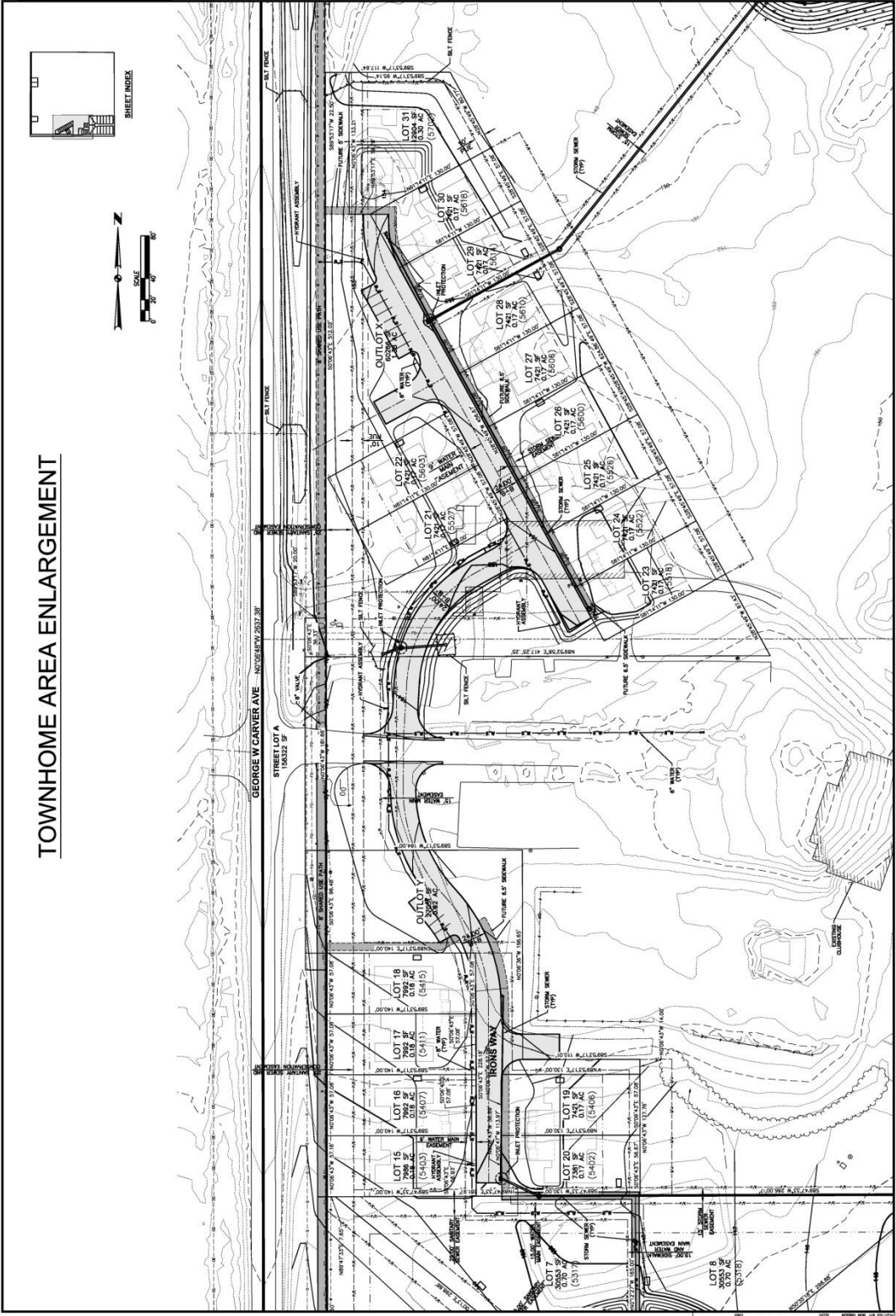




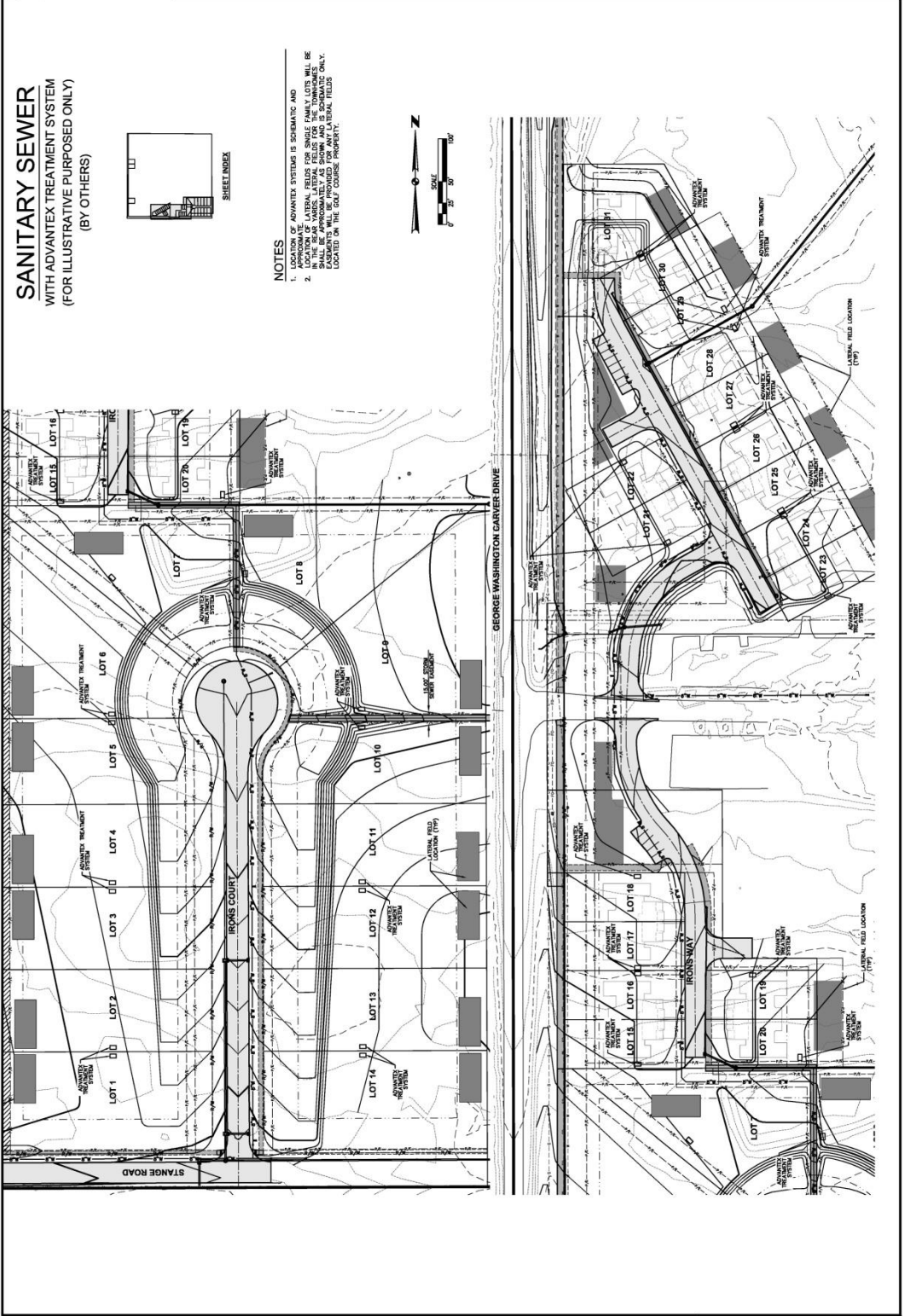
NORTH HALF



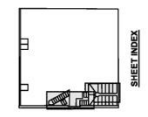
SINGLE FAMILY AREA ENLARGEMENT



TOWNHOME AREA ENLARGEMENT



SANITARY SEWER
WITH ADVANTEK TREATMENT SYSTEM
(FOR ILLUSTRATIVE PURPOSES ONLY)
(BY OTHERS)



- NOTES**
1. LOCATION OF ADVANTEK SYSTEMS IS SCHEMATIC AND NOT TO SCALE. ADVANTEK SYSTEMS SHALL BE LOCATED ON THE COURSE PROPERTY.
 2. LOCATION OF SANITARY TREATMENT SYSTEMS SHALL BE APPROXIMATED AS SHOWN AND IS SCHEMATIC ONLY. LOCATED ON THE GOLF COURSE PROPERTY.

DATE	
REVISIONS	
NO. 1	FIFTH SUBMITTAL
NO. 2	FOURTH SUBMITTAL
NO. 3	THIRD SUBMITTAL
NO. 4	SECOND SUBMITTAL
NO. 5	FIRST SUBMITTAL
NO. 6	PRELIMINARY

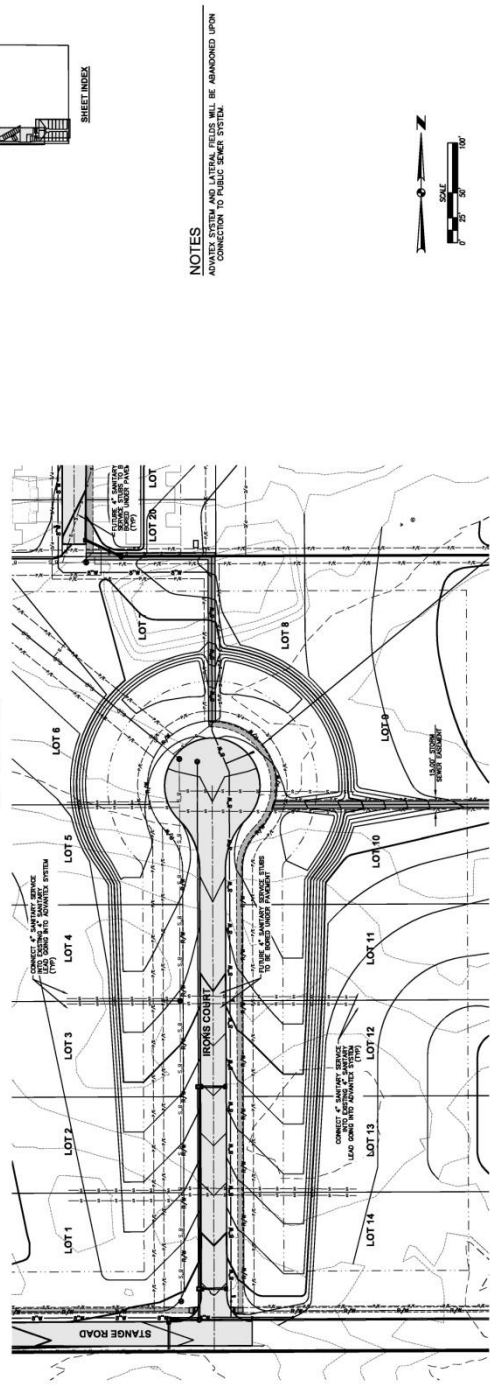
TECH: MDM
 ENGINEER: EHM
 3405 S.E. CROSSROADS DRIVE, SUITE G
 GRIMES, IOWA 50111
 PHONE: (515) 369-4400 FAX: (515) 369-4410



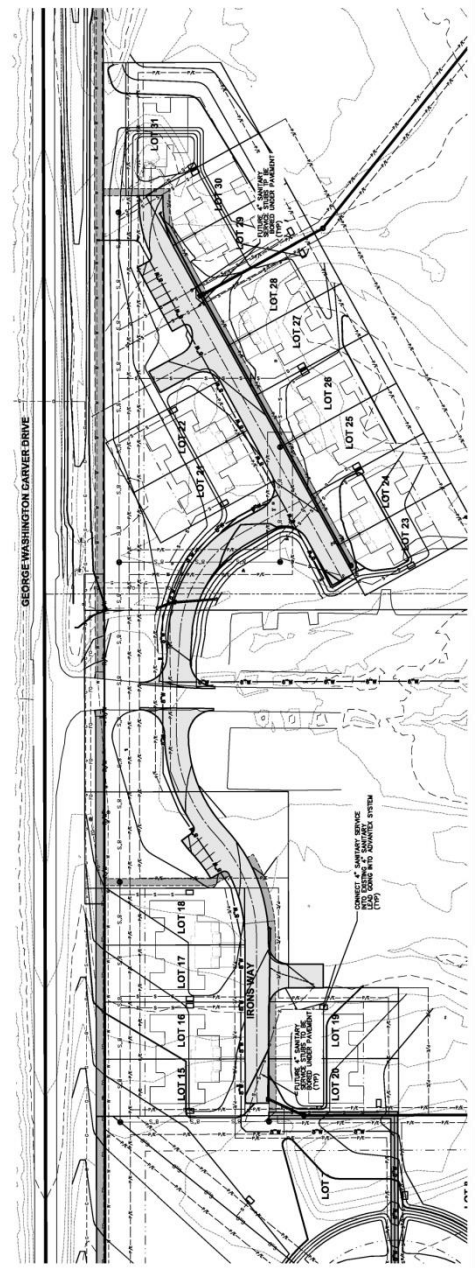
CIVIL DESIGN ADVANTAGE
 STORRY COUNTY, IOWA
THE IRONS
 PRELIMINARY PLAN

7/8
 1510 503

FUTURE SANITARY SEWER
 (BY OTHERS)

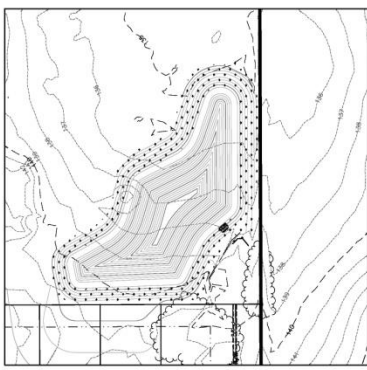


NOTES
 ALL LOT AND LOT AREA FIGURES WILL BE ABANDONED UPON
 CONNECTION TO PUBLIC SEWER SYSTEM.



NO. 1510 503
 7/8
 1510 503

LANDSCAPE PLAN



PLANT SCHEDULE

NO.	PLANT	QUANTITY
1	PLANT SCHEDULE	
2	PLANT SCHEDULE	
3	PLANT SCHEDULE	
4	PLANT SCHEDULE	
5	PLANT SCHEDULE	
6	PLANT SCHEDULE	
7	PLANT SCHEDULE	
8	PLANT SCHEDULE	
9	PLANT SCHEDULE	
10	PLANT SCHEDULE	
11	PLANT SCHEDULE	
12	PLANT SCHEDULE	
13	PLANT SCHEDULE	
14	PLANT SCHEDULE	
15	PLANT SCHEDULE	
16	PLANT SCHEDULE	
17	PLANT SCHEDULE	
18	PLANT SCHEDULE	
19	PLANT SCHEDULE	
20	PLANT SCHEDULE	
21	PLANT SCHEDULE	
22	PLANT SCHEDULE	
23	PLANT SCHEDULE	
24	PLANT SCHEDULE	
25	PLANT SCHEDULE	
26	PLANT SCHEDULE	
27	PLANT SCHEDULE	
28	PLANT SCHEDULE	
29	PLANT SCHEDULE	
30	PLANT SCHEDULE	
31	PLANT SCHEDULE	
32	PLANT SCHEDULE	
33	PLANT SCHEDULE	
34	PLANT SCHEDULE	
35	PLANT SCHEDULE	
36	PLANT SCHEDULE	
37	PLANT SCHEDULE	
38	PLANT SCHEDULE	
39	PLANT SCHEDULE	
40	PLANT SCHEDULE	
41	PLANT SCHEDULE	
42	PLANT SCHEDULE	
43	PLANT SCHEDULE	
44	PLANT SCHEDULE	
45	PLANT SCHEDULE	
46	PLANT SCHEDULE	
47	PLANT SCHEDULE	
48	PLANT SCHEDULE	
49	PLANT SCHEDULE	
50	PLANT SCHEDULE	
51	PLANT SCHEDULE	
52	PLANT SCHEDULE	
53	PLANT SCHEDULE	
54	PLANT SCHEDULE	
55	PLANT SCHEDULE	
56	PLANT SCHEDULE	
57	PLANT SCHEDULE	
58	PLANT SCHEDULE	
59	PLANT SCHEDULE	
60	PLANT SCHEDULE	
61	PLANT SCHEDULE	
62	PLANT SCHEDULE	
63	PLANT SCHEDULE	
64	PLANT SCHEDULE	
65	PLANT SCHEDULE	
66	PLANT SCHEDULE	
67	PLANT SCHEDULE	
68	PLANT SCHEDULE	
69	PLANT SCHEDULE	
70	PLANT SCHEDULE	
71	PLANT SCHEDULE	
72	PLANT SCHEDULE	
73	PLANT SCHEDULE	
74	PLANT SCHEDULE	
75	PLANT SCHEDULE	
76	PLANT SCHEDULE	
77	PLANT SCHEDULE	
78	PLANT SCHEDULE	
79	PLANT SCHEDULE	
80	PLANT SCHEDULE	
81	PLANT SCHEDULE	
82	PLANT SCHEDULE	
83	PLANT SCHEDULE	
84	PLANT SCHEDULE	
85	PLANT SCHEDULE	
86	PLANT SCHEDULE	
87	PLANT SCHEDULE	
88	PLANT SCHEDULE	
89	PLANT SCHEDULE	
90	PLANT SCHEDULE	
91	PLANT SCHEDULE	
92	PLANT SCHEDULE	
93	PLANT SCHEDULE	
94	PLANT SCHEDULE	
95	PLANT SCHEDULE	
96	PLANT SCHEDULE	
97	PLANT SCHEDULE	
98	PLANT SCHEDULE	
99	PLANT SCHEDULE	
100	PLANT SCHEDULE	

SEEDING

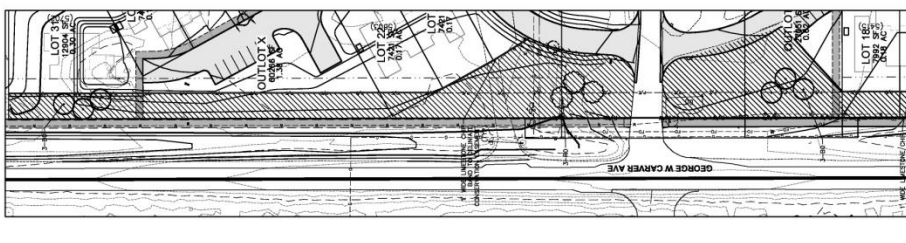
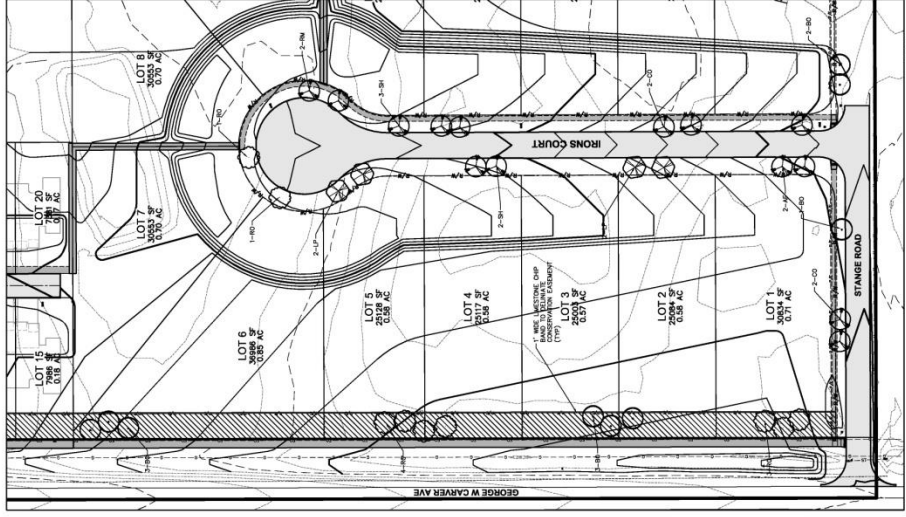
MADE FROM MATURE
WIND-LAIN SEED MATURE

CONSERVATION EASEMENT SOIL PREP

- ONE WEEK PRIOR TO DRAINAGE OPERATIONS APPLY ROUND UP TO THE EXISTING GRASS.
- PERFORM REMAINDERS OF DRAINAGE.
- AND TILL TO A DEPTH OF 6".
- OF SEEDING MATERIAL. AFTER RESPIREAD, TILL TO A DEPTH.

EXISTING TREES

NOYAL SIZE OF 8" DBH TO BE PRESERVED AND PLANTED ELSEWHERE ON THE ONLY COURSE



ATTACHMENT F: 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(5) and (6):

- (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.
- (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.

DIVISION VI CONSERVATION SUBDIVISIONS

23.600. CONSERVATION DEVELOPMENT FOR SUBDIVISIONS

23.601. APPLICABILITY.

Conservation Design Development is an alternative set of design objectives and standards for residential subdivision development. These objectives and standards can be used as an alternative to common residential subdivision development in Ames. However, they shall apply to all residential subdivision development in the undeveloped areas of Ada Hayden Watershed north of Bloomington Road.

(Ord No. 4042, 8-10-10)

23.602. INTENT.

The intent of Conservation Design Development is to preserve the existing natural features of the site, to preserve the natural drainage features and hydrologic characteristics of the landscape, and to reduce the impacts of development on the landscape; and

(1) To maintain and protect in perpetuity Ames area natural character by preserving these important landscape elements including but not limited to those areas containing unique and environmentally sensitive natural features as prairie, woodlands, stream buffers and corridors, drainageways, wetlands, floodplains, ridgetops, steep slopes, critical species habitat, and by setting them aside from development;

(2) To promote interconnected greenways and environmental corridors throughout Ames;

(3) To provide commonly-owned open space and conservation areas for passive and/or active recreational use by residents of the development and, where specified, the larger community;

(4) To permit various means for owning conservation areas, preserved landscape elements, and to protect such areas from development in perpetuity;

(5) To provide greater flexibility in site dwellings and other development features than would be permitted by the application of standard use regulations in order to minimize the disturbance of natural landscape elements and sensitive areas, scenic quality, and overall aesthetic value of the landscape;

(6) To protect and restore environmentally sensitive areas and biological diversity, minimize disturbance to existing soils, vegetation, and maintain environmental corridors, and

(7) To preserve significant archaeological sites, historic buildings and their settings.

(Ord No. 4042, 8-10-10)

23.603. GENERAL REQUIREMENTS.

- (1) Design and Standards for Residential Lot Layout
 - (a) All residential units should be in cluster groups unless the site has been designed to preserve sensitive areas and maintain a stormwater treatment train.
 - (b) All lots shall take access from interior roads.
 - (c) All separation areas for residential lots along existing roads shall be landscaped in accordance with the conservation area landscaping requirements in Section 23.603(2)(f).
 - (d) Eighty percent (80%) of residential lots shall abut a conservation area or open space to the front or rear. Open space and conservation area across a road shall qualify for this requirement.
 - (e) Cluster groups shall be located to avoid or mitigate directly disturbing existing native prairie, woodlands, wetlands and other natural features identified in the site inventory of natural resources.
- (2) Site Requirements
 - (a) Open water areas - A 50-foot native vegetative buffer shall be maintained around open water areas such as ponds and lakes unless a specific common use area is identified.
 - (b) Stream buffers - Stream buffers with native vegetation shall be maintained along stream areas using the following requirements based on stream order:
 - (i) Streams exceeding 3rd order and above, the City requires sketches, maps, studies, engineering reports, tests, profiles, cross-sections, construction plans and specifications to determine adequate buffer widths.
 - (ii) Perennial streams (1st and 2nd order). The total required stream buffer width is one hundred (100) feet on each side perpendicular to the waterway measured from the outer wet edge of the channel during base flows.
 - (iii) Intermittent streams. The total required stream buffer width is fifty (50) feet on each side perpendicular to the water way measured from the centerline of the channel.
 - (iv) Waterways and/or dry channels that have a contributing drainage area of fifty (50) acres or greater. The total required stream buffer width is thirty (30) feet on each side perpendicular to the waterway measured from the centerline of the waterway.
 - (v) Waterways and/or dry channels with a contributing drainage area of less than 50 acres. The total required stream buffer width is twenty (20) feet on each side perpendicular to the waterway measured from the centerline of the waterway.
 - (c) Stormwater management
 - (i) Minimize the use of storm sewer piping and maximize the use of swales.
 - (ii) Use curb cuts in lieu of storm sewer intakes when appropriate to divert street water to a stormwater conveyance or treatment system.
 - (iii) Sump pump discharge can be discharged into a stormwater conveyance or treatment system.
 - (iv) On-site treatment and storage of stormwater generated by the development shall occur in conservation area if it is consistent with the environmental functions of the conservation area. Individual lot on-site stormwater management may also be used in conservation subdivisions in conjunction with open space and conservation area management of stormwater.
 - (v) Include detailed design information for the stormwater management practices following the design information provided in the Iowa Stormwater Management Manual. The stormwater treatment train approach shall be used where appropriate to capture, treat and release stormwater.
 - (d) Shared use paths, sidewalks, and driveways
 - (i) An accessible and interconnected shared use path system shall be developed to connect residential areas with open space/conservation areas within or adjacent to the site.
 - (ii) Sidewalks shall only be required on one side of streets; however, all lots shall have direct access to sidewalks or the pathway system.
 - (iii) Typical driveway approach sections, Chapter 7 of SUDAS specifications, shall be used.
 - (e) Conservation Area Requirements
 - (i) The conservation area shall be designated as a Conservation Easement as detailed in the definition section of this ordinance.
 - (ii) Applicants must provide an explanation of the conservation area objectives

achieved with their proposed development and identify the percentage of the total development area that this area occupies.

(iii) All conservation areas shall be part of a larger continuous and integrated system except for conservation areas that are naturally isolated from other conservation areas on or near the site. For the purposes of this section, continuous shall be defined as either physically touching or located across a public right-of-way, for example, on opposite sides of an internal road.

(iv) Conservation areas, in accordance with the Conservation Area Management and Ownership outlined in Section 23.605, shall protect site features identified in the site natural resources inventory Section 23.604 (1) and analysis as having particular value in preserving and/or restoring the natural character and conserving natural resources in compliance with the intent of this ordinance and consistent with the goals and objectives of this ordinance.

(v) Healthy natural features such as woodlands, prairie, wetlands, and streambanks shall generally be maintained in their natural condition. If recommended by a professional with pertinent qualifications, the Municipal Engineer may authorize a modification to improve the natural features' appearance or restore the overall condition and natural processes, in compliance with an approved management plan, as described in Section 23.605.

(vi) All wetlands, floodways, and/or identified wildlife habitat areas shall be contained in conservation areas.

(vii) Conservation areas and open space shall be distributed throughout the development and combined shall comprise at least twenty-five (25) percent of the total area of the subdivision. An area comprised of conservation areas and open space greater than twenty-five percent of the total area of the subdivision may be required if necessary to maintain health features such as woodlands, prairie, wetlands and streambanks in their natural condition as provided in 23.603(2)(v).

(viii) Safe and convenient pedestrian access and access easements sufficient for maintenance vehicles shall be provided to conservation areas.

(f) Landscaping for Conservation Subdivisions - A landscaping plan shall be prepared that identifies all proposed landscaping and conforms to the following:

(i) The preservation of existing native, non-invasive vegetation as identified in the natural resources inventory Section 23.604(1) as being in good condition and of good quality shall generally be preferred to the installation of new plant material.

(ii) Mass grading of sites shall be minimized in order to preserve the natural features of the site.

(iii) Within all required separation areas between residential lots and external roads and site boundaries, existing woodlands with desirable tree species shall be retained.

(iv) All new landscaping in conservation areas to be installed and existing native vegetation to be preserved shall be protected through conservation easement. Native landscaping shall be installed according to the guidelines provided in the Iowa Stormwater Management Manual Section 2E-6.

(v) Trees of native species as indicated by the Iowa Department of Natural Resources and approved by the City shall be planted along internal roads within cluster groups in a total amount equivalent to the standard subdivision requirements. Trees may be planted, but are not required, along internal roads passing through conservation areas.

(vi) Informal, irregular, or natural arrangement is required for newly planted trees to avoid the urban appearance that regular spacing may evoke.

(vii) Trees shall be located so as not to interfere with the installation and maintenance of utilities, shared use paths, or sidewalks that may parallel the road.

(viii) Within all conservation areas, separation between external roads and residential lots, a vegetated buffer area at least 25 feet in width shall be maintained or established. Where no natural trees and/or shrubs exist, native plant materials shall be planted.

(ix) Conservation areas required to meet Section 23.603(1)(d), shall be planted using native species to enhance privacy and a natural appearance.

(x) Required buffers around wetlands, all water bodies and drainageways must be naturally vegetated or planted with native plant species appropriate to the surrounding landscape.

(xi) Buffers consisting of an informal, irregular or natural arrangement of native plant species, combined with infrequent or prescriptive mowing are required to create a low-maintenance, naturalized landscape.

(xii) In addition to the above, land management practices minimizing the impact of

nutrients shall be used and demonstrated in Ada Hayden Watershed; minimal fertilization of lawns including the use of phosphorus-free fertilizers is recommended.

(Ord No. 4042, 8-10-10)

23.604. APPLICATION PROCEDURE.

In addition to the standard subdivision application requirements, an inventory and mapping of natural resources shall be conducted prior to the initial submittal.

(1) Inventory and Mapping of Natural Resources. An inventory of natural resources of the proposed development site shall be conducted by experts in the field such as biologists, ecologists, soil scientists, hydrologists, geologists or those credentialed in a manner acceptable to the Municipal Engineer and must be submitted with the conservation subdivision application. The inventory must include, but is not limited to the following information mapped at a scale of no less than one inch equals 50 feet:

(a) Topographic contours at 2-foot intervals.
(b) United States Department of Agriculture, Natural Resource Conservation Service soil type locations and identification of soil type characteristics such as percolation rates, suitability for infiltration-based stormwater management practices, hydric soils, depth to water table, and suitability for wastewater disposal systems if applicable.

(c) Hydrologic characteristics, including surface water bodies, floodplains, groundwater recharge and discharge areas, wetlands, natural swales, drainage ways, and slopes 10% or greater.

(d) Land cover on the site including but not limited to prairie, woodland, forest, wetland and general cover type (pasture, woodland, etc.), and stand-alone trees with a caliper of more than [24] inches measured four feet off the ground. The inventory shall include comments on the health and condition of the natural resources.

(e) Known critical habitat areas for rare, threatened or endangered species using existing documented inventories.

(f) Cultural resources shall be identified by a brief description of historic character of buildings and structures, historically important landscapes, and archeological features using a review of existing, documented inventories.

(2) Education and Outreach Plan for the Development. An educational plan shall be developed and distributed to all perspective lot owners that describes the characteristics of the conservation subdivision including the development concept, conservation areas management practices that will be used to manage these areas, and benefits of the natural features. They shall also include information on lawn care strategies that reduce nutrient and pesticide inputs and pollution to local water bodies. Lot owners shall be made aware of the wildlife aspects of a conservation subdivision. Deer, birds, and other animals and insects will be attracted to the natural areas.

(Ord. No. 4042, 8-10-10)

23.605. CONSERVATION AREA MANAGEMENT AND OWNERSHIP.

(1) Conservation Area Management Plan. Every conservation subdivision must include a plan that provides evidence of a means to properly manage the conservation areas and open space areas in perpetuity through a conservation easement for conservation areas or common ownership for open space areas and evidence of the long-term means to properly manage and maintain all common facilities, including any stormwater facilities. The plan shall be approved by the Municipal Engineer prior to plat approval.

(a) A conservation area management plan shall be submitted with the following components during the following approval stages:

(2) Preliminary Plat:

(a) Include a conservation area management plan specifically focusing on the long-term management of conservation areas. The conservation area management plan shall include a narrative, based on the site analysis required in Section 23.604(1), describing:

(i) Existing conditions including all natural, cultural, historic, and scenic elements in the landscape.

(ii) The proposed completed condition for each conservation area; and the measures proposed for achieving the end state.

(iii) Proposed restoration measures, including: measures for correcting increasingly destructive conditions, such as erosion, and measures for restoring habitats, ecosystems, and historic features.

- (3) Final Plat:
- (a) The conservation area management plan shall include the following items for final plat approval:
- (i) Provide a copy of the conservation easement.
 - (ii) Designate the ownership of the conservation area and common facilities.
 - (iii) Establish necessary regular and periodic operation and maintenance responsibilities.
 - (iv) Estimate staffing needs, insurance requirements, and other associated costs and define the means for funding the same on an on-going basis.
 - (v) The operations needed for maintaining the stability of the resources, including: mowing schedules; native vegetation burns; weed control; planting schedules; clearing and cleanup; the applicant shall be required to provide financial security in a form acceptable to the city for the maintenance and operation costs of conservation areas for a two-year period of time at time of the plat.
- (b) In the event that the organization established to own and maintain the conservation areas, or any successor organization, fails to maintain all or any portion of the conservation areas in reasonable order and condition, such notice shall set forth by the Municipal Engineer listing the nature of corrections required and the time within which the corrections shall be made. Upon failure to comply within the time specified, the organization, or any successor organization, shall be considered in violation of this ordinance. In such case the security, if any, may be forfeited, and any permits may be revoked or suspended. The city may enter the premises and take corrective action.
- (i) The costs of corrective action by the City that exceeds the security shall be assessed against the properties that have the right of benefit of the conservation areas and shall become a lien on said properties.
- (c) Management plans can be amended by the owner identified under Section 23.605(6) with the approval of the Municipal Engineer.
- (4) Ownership Alternatives. The designated conservation areas shall be placed in Conservation Easement and may be owned and managed by one or a combination of the following:
- (a) A homeowners association shall be established if the conservation area is proposed to be owned by a homeowners association. Membership in the association is mandatory for all purchasers of homes in the development and their successors.
 - (b) A non-profit or for-profit conservation organization that specializes in Iowa native plant management.
 - (c) Other entity as approved by City Council.
- (5) Ownership & Maintenance Responsibilities. The bylaws, guaranteeing continuing maintenance of the conservation area and the declaration of covenants, conditions and restrictions of the homeowners association shall be submitted for approval to the City of Ames as part of the information required for the final plat. The bylaws or the declaration of covenants, conditions and restrictions of the homeowner's association shall contain the following information:
- (a) The legal description of the conservation area;
 - (b) The restrictions placed upon the use and enjoyment of the conservation areas or facilities;
 - (c) The homeowners association or third party assigned by the homeowners association entitled to enforce the restrictions;
 - (d) A mechanism to assess and enforce the common expenses for the land or facilities including upkeep and maintenance;
 - (e) The conditions and timing of the transfer of ownership and control of land facilities to the association.
- (6) A For-Profit or Non-profit Conservation Organization. If the conservation area is to be held by a for-profit or non-profit conservation organization, the organization must be acceptable to the City. The conveyance to the non-profit or for-profit conservation organization must contain appropriate provisions for reversion in the event that the organization becomes unwilling or unable to uphold the terms of the conveyance.
- (Ord No. 4042, 8-10-10)*

ITEM #: 43
DATE: 06-14-16

COUNCIL ACTION FORM

REQUEST: PRELIMINARY PLAT FOR VILLAGE PARK SUBDIVISION

BACKGROUND:

The property owner/developer, Hunziker Development Company LLC, is requesting approval of a preliminary plat that includes five existing parcels of land and creates a total of twelve lots on approximately 20 acres, located at 3535 S. 530th Avenue (to be renamed as University Boulevard). The proposed Village Park Subdivision is located west of the ISU Research Park and south of the Wessex apartment development. (See *Attachment A: Location Map*) The developer is seeking preliminary plat approval to develop the site with medium-density apartments along the west and north boundaries of the site and high-density apartments in the central, and south central portions of the site.

Rezoning of the site was approved by the City Council on May 24, 2016. The rezoning included approval of a Zoning Agreement for adoption of the Master Plan for Village Park Subdivision (See *Attachment C: Master Plan*). A total of 13.36 acres of the subdivision, along the perimeter of the site, is zoned as Suburban Residential Medium Density (FS-RM), and includes proposed lots 1 through 11. The interior of the site extending to the south property line of the subdivision, including 6.48 acres, is zoned as Residential High Density (RH), and includes proposed Lot 12. (See *Attachment B: Zoning Map; and, Attachment C: Master Plan*) It is anticipated that the number of units constructed in the FS-RM portion of the development will be within a range of a minimum of 100 units and a maximum of 120 units. A combination of two-story 8-unit buildings and two- and three-story 12-unit buildings are planned. The RH portion of the development is projected to include a range of 135 to 155 units, in three-story buildings. Although not shown on the Master Plan, the developer has indicated that a variety of bedroom configurations will be provided with an emphasis on smaller units of 1 and 2 bedrooms. A note on the Master Plan states that: "Buildings in RH will be limited to 3 stories and 36 units per building."

Approval of the construction of apartment units in the FS-RM zoned lots will require City Council approval of a Major Site Development Plan with a public hearing. Approval of apartment units on the RH zoned lot requires approval by City staff only.

The proposed subdivision layout includes twelve lots for multi-family development in the FS-RM and RH zones. There are four outlots in the proposed subdivision to serve as locations for open space, shared use paths, public utility easements, stormwater detention and surface water flowage. The developer is responsible for the construction of all public improvements associated with the subdivision, including the construction of the trail located within the eastern outlot.

The design of the project includes two public streets that are both extended to limits of the property for future connection and extension beyond the site. **The applicant requests a waiver to maximum development levels when there is a single point of access to allow for full development of the site prior to the completion of future street connections.**

Planning and Zoning Commission Recommendation. On June 1, 2016, the Commission considered the Preliminary Plat for Village Park Subdivision. The Commission reviewed the overall design and the issue of vehicle limit with one point of access, described in this report. Justin Dodge, representing the Developer for the project, explained that the preliminary plat matches what was reviewed during the rezoning process. He noted a concern of one of the neighboring property owners who wishes to see a shared use path located on the west side of a pond on the east side of the subdivision. Mr. Dodge stated that the Developer's public improvement plans have already been drawn with the shared use path to the west of the pond in Outlot D and that is its planned location.

Dan Fuchs, 3581 S. 530th Avenue, expressed concern about the shared use path location and his desire for a binding agreement about its location. He also noted that work with the developer to create a 25-foot tree buffer along the former railroad right-of-way that Mr. Fuchs wishes to protect against future action by another property owner, or home owner's association. Mr. Dodge indicated the plan is to retain the 25-foot wide tree buffer.

ALTERNATIVES:

1. The City Council can approve the Preliminary Plat for Village Park Subdivision at 3535 S. 530th Avenue, with the following conditions:
 - A. That a waiver be granted for the 750 vehicle limit for one point of access, as required by Section 23.403(9)(c) of the *Municipal Code*; and,
 - B. That the Final Plat of the first phase of Village Park Subdivision include construction of or financial security for the installation of the shared use path located within Outlot D, located generally west of the planned stormwater detention facility, prior to approval of the initial final plat.
2. The City Council can approve the Preliminary Plat for Village Park Subdivision at 3535 S. 530th Avenue, with modified conditions.
3. The City Council can deny the Preliminary Plat for Village Park Subdivision at 3535 S. 530th Avenue, by finding that the preliminary plat does not meet the requirements of Section 23.302(6)(a) or Section 23.603 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)(b) of the Ames Municipal Code. Code sections are found in *Attachment K – Applicable Subdivision Law*.

4. The City Council can defer action on this request to no later than July 14, 2016 and refer it back to City staff and/or the applicant for additional information.

CITY MANAGER’S RECOMMENDED ACTION:

At the time of the LUPP amendment, rezoning, and master plan approval, staff focused on the discussion of housing variety, building types, and transitions to adjacent properties during the evaluation of the site. Staff believes the proposed subdivision layout has met the interest of establishing the housing types that are intended for the development on the site, the desired transportation connections, and planned open spaces and transitions. Staff has discussed with the applicant the FS-RM requirements for each of the individual lots and both staff and the developer believe the size of lots along the west property line are adequate to meet landscaping, parking, and building needs of each site, with shared access to the lots.

Staff believes that the proposed subdivision is consistent with the minimum required subdivision standards, provided the waiver described in this addendum to this report is granted by the City Council. **Staff supports granting of the waiver in this situation based on applicant’s ability to provide for a second emergency access route and the adequacy of the street system to support the level of development envisioned on the site.**

Therefore, it is the recommendation of the City Manager that the City Council act in accordance with Alternative #1 approving the Preliminary Plat for Village Park Subdivision at 3535 S. 530th Avenue, with a condition that a waiver be granted for the 750 vehicle limit, as required by Section 23.403(9)(c) of the Municipal Code and a condition that the shared use plan is constructed in association with the first final plat.

ADDENDUM

Project Description. The proposed Preliminary Plat (*See Attachment G - Proposed Lot Layout*) includes 12 lots for multi-family structures, and four outlots to serve as locations for open space, shared use paths, storm water detention, surface water flowage, and shared use paths. All lots meet minimum size requirements, and frontage requirements for the FS-RL and RH zoning districts, as applicable. Lots 1 through 11, planned for 8- and 12-unit structures in the FS-RL zone, range in size from 20,076 square feet to 40,811 square feet. Lot 12, in the RH zone, includes 240,568 square feet of lot area to accommodate 36-unit apartment buildings.

Outlot A is located at the east entrance to the subdivision from S. 530th Avenue (future University Boulevard) and will be the location for a shared use path, as well as a storm water detention and surface water flowage easement. Outlot B is located in the northwest corner of the subdivision and have a shared use path easement over the entire outlot, to connect Cottonwood Road in the subdivision with a shared use path yet to be constructed in the City-owned Christofferson Park. Outlot C is located between Aurora Avenue and the west property line of the subdivision, and will serve as the location of a sidewalk easement, public utility, stormwater detention and surface water flowage easements. Outlot D is located along the east boundary of the subdivision, south of Cottonwood Road, and will serve as the location for a shared use path, as well as storm water detention, surface water flowage and public utility easements.

Density/Open Space. Density calculations cannot be calculated, at this time, for either the FS-RM, nor the RH portions of the proposed multi-family subdivision, since no site plans have been submitted for development of any of the lots in this proposed subdivision. The FS-RM zone requires a minimum density of 10 dwelling units per net acre. The RH zone has a range of density from at least 11.2 dwelling units per net acre, but no more than 38.56 dwelling units per net acre. A minimum of 10 percent of the gross area is required to be devoted to common open space in the FS-RM zone. A total of 3.95 acres of land is included in the four proposed outlots, combined. This represents 19.9 percent of the total land area, 19.83 acres, in the proposed subdivision. The developer has had preliminary conversations with staff about development of each lot and how to comply with zoning requirements.

Access. The Master Plan includes three access points to the site. An extension of Cottonwood Road from the west, University Boulevard to the east through a roundabout constructed in 2015, adjacent to the ISU Research Park, and from the south from a new public street. No permanent access is planned to the existing Wessex apartment development to the north; however, the plan does include providing for an emergency vehicle access route through Wessex to benefit the development of this site. This access will remain until such time as Cottonwood Road connects through the land west of this subdivision to the existing terminus of the road in Sunset Subdivision.

The street right-of-ways will be 66 feet wide, with a paving width of 31 feet. On-street vehicular parking will be prohibited along the north side of Cottonwood Road, and along the west side of Aurora Avenue.

Shared access easements are provided along selected lot lines separating properties along Cottonwood Road and Aurora Avenue to limit the number of driveways accessing these streets and to allow for more efficient development of each lot.

A shared use path will follow the north side of Cottonwood Road as an extension of the trail system to be constructed in the Iowa State University Research Park, then south through the FS-RM open space continuing to the south boundary of the site. This location for the shared use path will allow for the path to be located adjacent to the RH apartments and away from the eastern property line along the former railroad right-of-way adjacent to a property owner to the east. Final trail designs would be part of the Major Site Development Plan and Minor Site Development Plan reviews. Future extension of the trail south of Ames is planned to connect with the High Trestle Trail, a regional bike trail system. A trail connection to Christofferson Park, north of the subject property at 2130 Oakwood Road, is also planned. Sidewalks will be located along both sides of Cottonwood Road and Aurora Avenue, as part of this residential subdivision. Sidewalk easements through Outlot C, and Lot 12, will provide a means of pedestrian access to the shared use path from properties in this subdivision, and eventually from properties to the west of Village Park, as that land is developed.

Waiver for Access-Section 23.403(9)(c) of the Subdivision Ordinance in the *Municipal Code* states that “Any subdivision shall have no less than two means of access whenever the length of any street in the subdivision exceeds 1,320 feet, or the average daily traffic is expected to exceed 750 vehicles.” The granting of a waiver by the City Council for the 750 vehicle limit will be necessary to approve the proposed preliminary plat. Staff is supportive of granting a waiver by the City Council, to this subdivision requirement, since the volume of traffic from this subdivision will be mitigated through a variety of means.

One measure by the developer to address this concern is to provide a temporary emergency access, 25 feet in width, through the Wessex apartment development to the north. Secondly, the City Traffic Engineer has determined that University Boulevard, which is the arterial street that provides access to this subdivision through a roundabout at the intersection S. 530th Avenue (to be renamed to University Boulevard) is designed to accommodate the volume of traffic anticipated from this development. Thirdly, that Cottonwood Road is planned for extension through the land west of the proposed development, at such time that the land is annexed into the City and platted for residential development. At that time, the Cottonwood Road extension will connect to where it presently terminates at the east boundary of the Suncrest Subdivision.

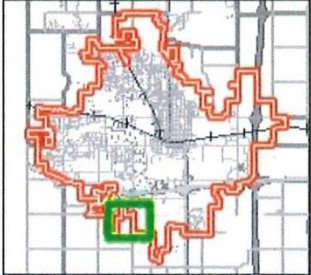
Infrastructure. Paving of University Boulevard street extension, and the installation of water and sanitary sewer mains, to serve the proposed subdivision, are in place. Water main will be extended into the site from University Boulevard; whereas, sanitary sewer service will be provided by means of an extension northwest of the site.

Transit. CyRide currently circulates a route to the south terminus of Wessex Drive located approximately 1,000 feet to the north of the residential development area of the site. CyRide does not plan to continue the route further south at this time.

Street Tree Plan. The Street Tree Plan (*See Attachment J - Street Tree Plan*) shows trees planned along both sides of the street right-of-ways for Cottonwood Road and Aurora Avenue, spaced at approximately 50 feet on-center, and accommodating for driveway accesses to the streets. A variety of overstory and understory tree species are planned, as listed on *Attachment E – Typical Section and General Notes*.

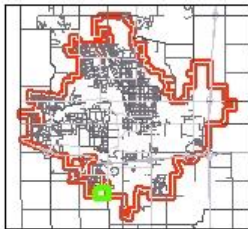
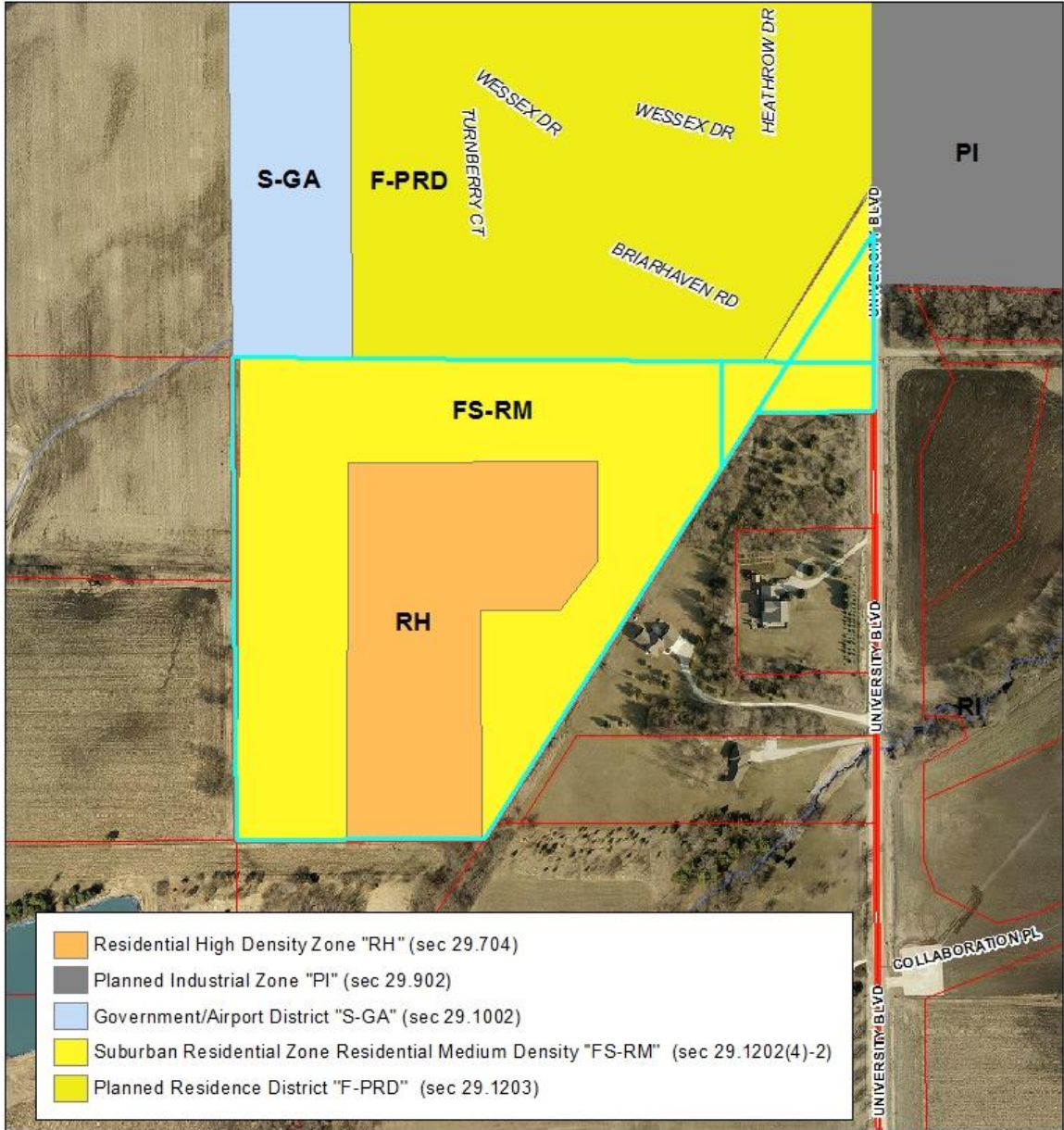
Applicable Law. Laws pertinent to the proposal are described on Attachment I. Pertinent for the City Council are Sections 23.302(5) and 23.302(6). Requirements for Ames Conservation Subdivision standards are in Division VI of Chapter 23 Subdivision Standards of the Municipal Code. Zoning standards for Suburban Residential development are contained in Article 12 of Chapter 29 of the Municipal Code.

Attachment A: Location Map

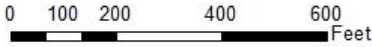


**Location Map
3535 S. 530th Avenue**

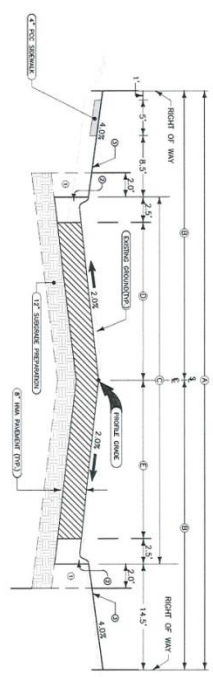
Attachment B: Zoning Map



**Existing Zoning Map
3535 S. 530th Avenue**



Attachment E: Typical Section & General Notes



ROAD ID	LOCATION	A	B	C	D	E	REMARKS
COTTONWOOD RD	SECTION 16	11.2+07	11.2+07	11.2+07	11.2+07	11.2+07	
COTTONWOOD RD	SECTION 16	11.2+07	11.2+07	11.2+07	11.2+07	11.2+07	
COTTONWOOD RD	SECTION 16	11.2+07	11.2+07	11.2+07	11.2+07	11.2+07	
ALBION AVE	SECTION 16	208+77	208+77	208+77	208+77	208+77	

- STREET TREE NOTES**
- Trees shall be planted within the right-of-way of all streets proposed within the subdivision.
 - Trees shall be planted in accordance with the requirements of Section 23.402 of the Subdivision Ordinance.
 - Trees planted in the public right-of-way shall be of the species shown on the accompanying Street Tree Table.
 - Trees planted in the parking - Minimum spacing will be measured from center to center of each street tree.
 - Placement in Parking Strip - No tree shall be planted nearer than 2'-1/2" feet to the curb and sidewalk line and centered in parking, 8 feet and less in width. Planting in parking of 8 feet in width and over shall be planted 4 feet from the edge of the sidewalk.
 - Intersections (Corner Lots) - No tree shall be planted closer than 30 feet from the corner at intersections and must be at least 20 feet back of the property corner.
 - Driveways
 - Residential - No trees shall be planted closer than 10 feet from a driveway.
 - Commercial - To be judged on case-by-case basis.
 - Minimum Spacing from Light Standard or Transomsion Pole - No tree shall be planted closer than a standard or pole than the width of its spread. The distances will be measured from the center of the street tree to the center of the standard or pole.
 - Area Requirements Per Tree - At least 9 square feet of ground shall be established for each tree and no impervious material shall be placed nearer than 30 inches to the trunk of the tree.
 - No more than 10% of any one species of street tree shall be planted within the public right-of-way of the development.

STREET TREE TABLE

Species may be selected from:	Cottonwood Road	Aurora Avenue
Skyline Honeylocust	X	X
Red Oak	X	X
Hackberry	X	X
American Hophornbeam	X	X
American Linden	X	X
Eastern Redbud	X	X
American Elm	X	X
London Planetree	X	X
Kentucky Coffee	X	X
Sweet Gum	X	X

OPEN SPACE CALCULATION
 3.95 Acres / 12.35 Acres = 32.0%

PRELIMINARY PLAT DATA:

LEGAL DESCRIPTION
 PARCEL C IN SECTION 16, T2N1, R24W1/2 AND PARCELS B, G, M, AND N IN SECTION 21, T2N1, R24W1/2 ALL IN THE CITY OF AMES, STORY COUNTY, IOWA

EDMINGS
 Residential Medium Density (RM) - Lots 1-11
 Residential High Density (RH) - Lot 12

UTILITIES
 All utilities will be located within public utility easements shown, or within utility corridors provided for by the City's Use of Utility Rights-of-Way Users ordinance. All sanitary sewer mains will be 12" diameter. All water mains will be 12" diameter.

SIDEWALKS AND SHARED-USE PATHS
 Sidewalks shall be constructed along public streets, where shown.
 12' wide shared-use path will be constructed, where shown.

STREETS
 Streets will be 31' wide within 6' sidewalk right-of-way.

PARKING RESTRICTIONS
 All construction materials, dumpsters, detached trailers, or similar items are prohibited on public streets or within public right-of-way.

VEHICLE PARKING
 Vehicle parking will be prohibited as follows:
 Along the North side of Cottonwood Road
 Along the West side of Aurora Ave

SEDIMENT AND EROSION CONTROL
 This site will be covered by an Iowa Department of Natural Resources NPDES permit. A permit will be obtained before grading activities begin.

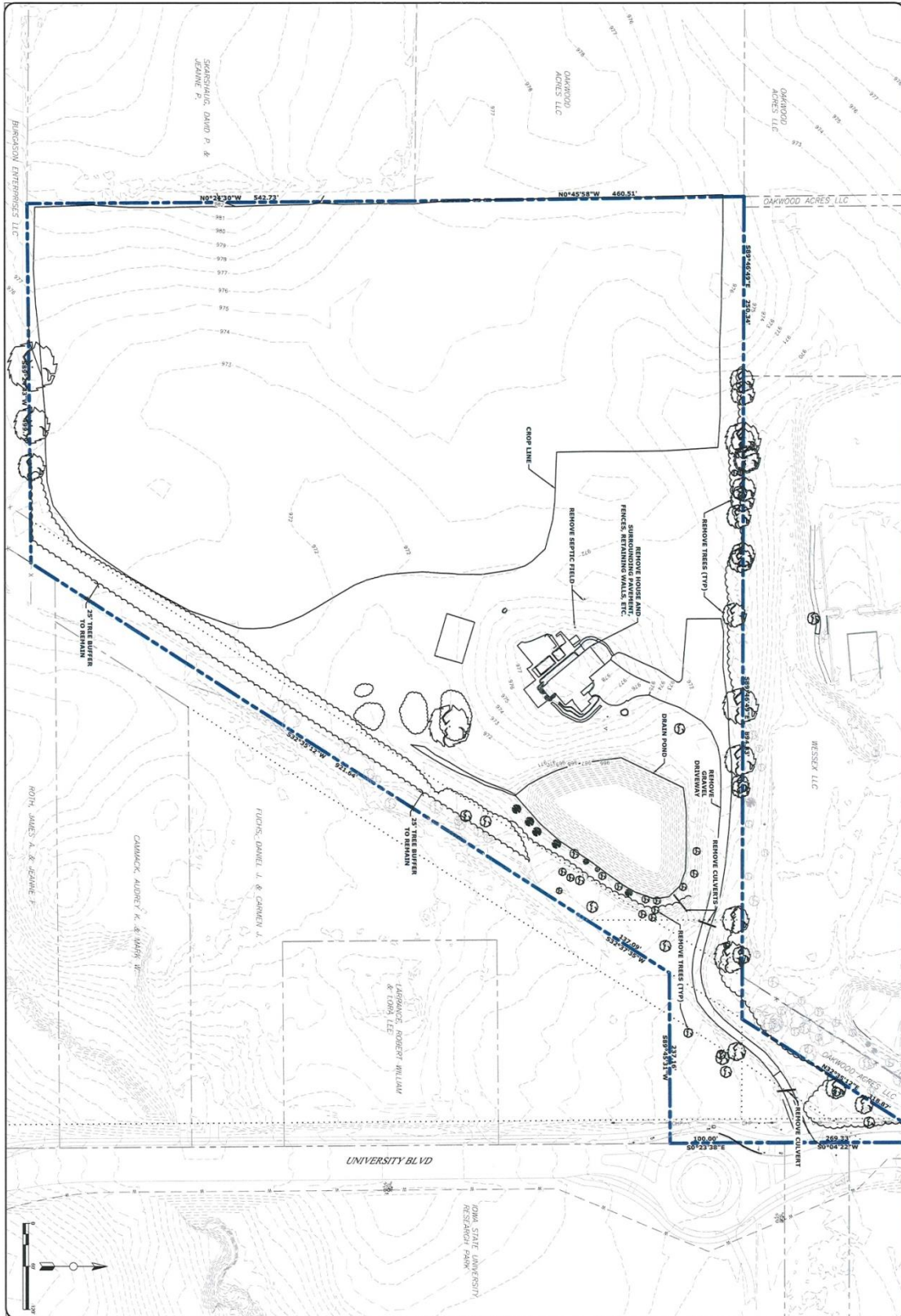
LOT AREAS

Lot	Area (s.f.)
1	29,907
2	33,798
3	33,021
4	32,229
5	40,811
6	23,494
7	20,401
8	20,233
9	20,155
10	20,076
11	21,893
12	240,568
OUTLOT A	26,512
OUTLOT B	3,439
OUTLOT C	17,376
OUTLOT D	124,571
STREET R.O.W.	154,377



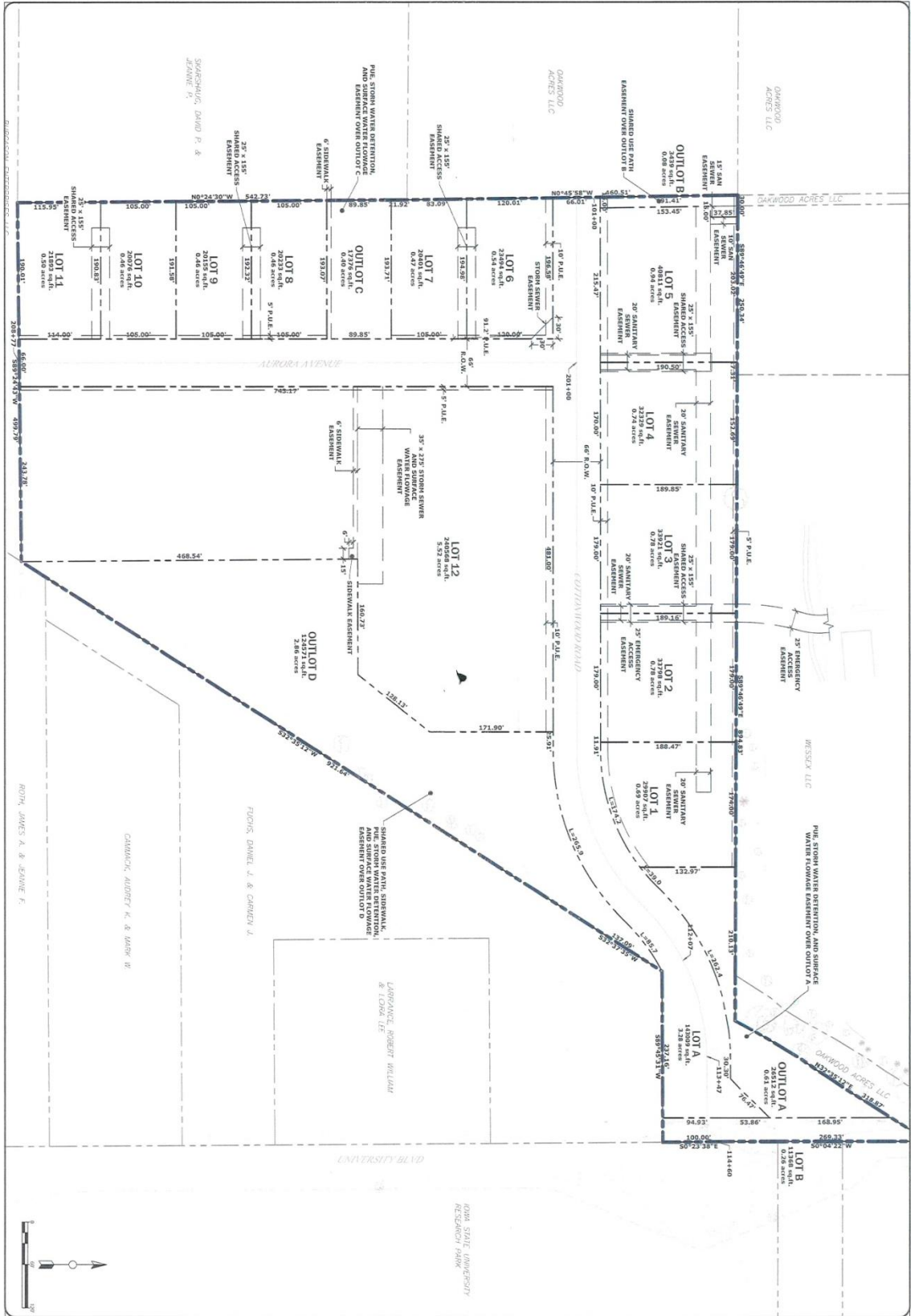
DATE	REVISION	BY	DATE
	DESIGNED	SAB	05/16
	DRAWN	SRS	05/16
	CHECKED		
	LAST UPDATE:		05/06/17

Attachment F: Existing Conditions



3 OF 7	EXISTING CONDITIONS & REMOVALS VILLAGE PARK PRELIMINARY PLAT VILLAGE PARK SUBDIVISION AMES, IA		FOX Engineering Associates, Inc. 414 South 77th Street, Suite 107 Ames, Iowa 50010 Phone: (515) 233-0000 FAX: (515) 233-0100	DATE	REVISION	BY	DATE
	DESIGNED			SAW	05/14		
	DRAWN			SRT	05/14		
CHECKED							
LAST UPDATE: 05/06/14							

Attachment G: Proposed Lot Layout



4 OF 7	PROPOSED LOT LAYOUT VILLAGE PARK PRELIMINARY PLAT VILLAGE PARK SUBDIVISION AMES, IA		FOX Engineering Associates, Inc. 414 South 17th Street, Suite 107 Ames, Iowa 50010 Phone: (515) 235-0000 FAX: (515) 235-0100	DATE	REVISION	BY	DATE	
						DESIGNED	SAW	05/18
						DRAWN	BRB	05/16
				CHECKED				
							LAST UPDATE: 05/06/15	

Attachment K: 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(5):

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

Ames Municipal Code Section 23.302(6):

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

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

Ames Municipal Code Chapter 23, Subdivisions, Division IV, establishes requirements for public improvements and contains design standards.

ITEM #: 44
DATE: 06-14-16

COUNCIL ACTION FORM

REQUEST: **REVISED PRELIMINARY PLAT FOR HAYDEN'S CROSSING
CONSERVATION SUBDIVISION**

BACKGROUND:

The developer/land owner, Hunziker Land Development Co. LLC, proposes a revision to the approved preliminary plat for Hayden's Crossing Subdivision, a residential subdivision to be developed as single-family detached homes in the Suburban Residential Low-Density (FS-RL) zone. The Preliminary Plat for Hayden's Crossing was approved by the City Council on September 22, 2015, and included a 12-acre parcel of land (Parcel K) at 5400 Grant Avenue. The Final Plat for the original subdivision was approved by the City Council on May 10, 2016.

The revised preliminary plat includes two additional parcels of land (Parcels B and C) totaling 7.67 acres of land that abut the north boundary of the subdivision. These two parcels, located at 5440 and 5442 Grant Avenue and are owned by Hunziker Development Company LLC. The revised preliminary plat includes a total of 19.67 acres, and is located between Ada Hayden Heritage Park on the east and Grant Avenue on the west. The site is just over a ¼ mile (1,500 feet) south of 190th Street. The City annexed this land in December, 2013, and approved a rezoning request for the parcels at 5440 and 5442 Grant Avenue, from Agriculture to Suburban Residential Low Density (FS-RL), on February 9, 2016 (*See Attachment A – Location/Zoning Map*). A complete analysis of the proposed preliminary plat is included in the attached addendum.

The rezoning of the two parcels included a Master Plan (*See Attachment B - Master Plan*) and Zoning Agreement defining the general arrangement of uses and conditions for development of the site. The master plan allows for single family development and identifies conservation areas. The Zoning Agreement for 5440 and 5442 Grant Avenue states that: "1) The Developer is responsible for frontage and intersection access improvements at the time of subdivision; and, 2) There is to be a single pedestrian access from the subdivision into Ada Hayden Heritage Park at the location shown on the Master Plan." There is also a pedestrian access from the first addition of Hayden's Crossing into the park. Staff finds that the Preliminary Plat is consistent with the approved Master Plan and Zoning Agreement for density and layout.

Ames Conservation Subdivision standards are part of Chapter 23 of the Municipal Code. **The intent of the standards is to protect the quality of water in Ada Hayden Lake, protect existing surface drainage systems, promote interconnected greenways, provide commonly-owned open space and conservation areas, and protect such areas in perpetuity.** Development of this site is the second subdivision to request approval under the Conservation Subdivision standards of the *Ames Municipal Code*.

The proposed subdivision layout and supporting documents satisfactorily address the subdivision conservation and improvements standards. The improvement plans show the improvements to Grant Avenue needed for intersection improvements to serve this development and the future Rose Prairie project to the west.

The proposed Hayden's Crossing layout is designed as a loop street that will extend north and return back to Grant Avenue with development of the property now being added along the north boundary of the original subdivision. The loop street's design will ultimately be the only street connection through the neighborhood. The design exceeds block length goals of 600 foot intersections and, would exceed the 1,320 length. With the original plat there was a discussion of north/south connection at the midpoint of the development to address block length. The developer believes that a second street connection is not needed and that the loop design avoids a long cul-de-sac. The approved Final Plat for Hayden's Crossing Subdivision includes the 10-foot wide pedestrian easement for a trail rather than creating a street, this easement is shown on the revised preliminary plat between Lots 15 and 16. The revised preliminary plat continues the trail and easement through Outlot B, and between Lots 22 and 23, where it connects with Leopold Drive.

The private trail through the common area is a unique proposal by the developer in lieu of including a cross street. The Preliminary Plat shows a shared driveway, for Lots 22 and 23, as well as a shared driveway for Lots 15 and 16, as the link to a 10-foot stormwater maintenance access and trail facility. The Preliminary Plat shows a five-foot walk, separate from the driveways, but running parallel to the driveway and connecting to the street and sidewalks (*See Attachment G - Street Tree and Landscaping Plan*). The City Council approved this configuration of the shared driveway and separate sidewalk as part of the approval of the original Preliminary Plat.

Planning and Zoning Commission Recommendation. On June 1, 2016, the Commission considered the Revised Preliminary Plat for Hayden's Crossing. The Commission reviewed the revised subdivision plat for compliance with the adopted subdivision regulations. Justin Dodge, representing the Developer for the project, explained that the platting process requires a second phase of the subdivision, since the Developer has acquired the two additional parcels adjacent to the north boundary of the previously approved Preliminary Plat .

There were no public comments. The Commission recommended approval of the Revised Preliminary Plat for Hayden's Crossing by a vote of 6 to 0.

ALTERNATIVES:

1. The City Council can approve the revised Preliminary Plat for Hayden's Crossing at 5440, 5442 and 5400 Grant Avenue.
2. The City Council can approve the Preliminary Plat for Hayden's Crossing at 5442, 5440 and 5400 Grant Avenue, with modified conditions.

3. The City Council can deny the Preliminary Plat for Hayden's Crossing at 5442, 5440 and 5400 Grant Avenue, by finding that the preliminary plat does not meet the requirements of Section 23.302(6)(a) or Section 23.603 of the Ames Municipal Code and by setting forth its reasons for disapproving or modifying the proposed preliminary plat as required by Section 23.302(6)(b) of the Ames Municipal Code. Code sections are found in *Attachment I – Applicable Subdivision Law*.
4. The City Council can defer action on this request to no later than July 14, 2016, and refer it back to City staff and/or the applicant for additional information.

CITY MANAGER'S RECOMMENDED ACTION:

The revised Hayden's Crossing preliminary plat demonstrates how the development will carry out the low-impact development policies and techniques required by the Conservation Subdivision and will thus protect the quality of surface water flowing into Ada Hayden Lake.

The Hayden's Crossing Subdivision will carry the native landscaping characteristic of the park into the residential area up to more than 80% of the lots. It will include an integrated pedestrian and bicycle path system through and connected to the park's system. The revised plat now includes sites for a total of 43 new homes in the community.

The revised preliminary plat for Hayden's Crossing is consistent with the approved master plan and zoning agreement in terms of general distribution of homes and the density of development. The access points, circulation system, conservation areas and open space are also consistent with the Master Plan.

Therefore, it is the recommendation of the City Manager that the City Council act in accordance with Alternative #1 recommending approval to the City Council.

ADDENDUM

Project Description. The revised Preliminary Plat (*See Attachment F - Proposed Improvements*) includes 43 lots for single-family detached homes and additional outlots for open space and future development. Individual home lots range in size from 7,220 square feet to 21,471 square feet. All lots meet minimum size requirements, and frontage requirements for the FS-RL zoning district.

There are three outlots in the proposed subdivision, which total 5.38 acres. Outlots A and B, will function as open space with a conservation easement placed over each outlot. On the Final Plat, Outlots A and B include public utility and surface water flowage easements over each entire outlot, and Outlot B serves as the location for storm water conveyance, treatment and detention, with a storm sewer easement over the entire outlot. Outlot A also serves as open and natural space for the development with selected trees that are in good condition to be preserved a part of the amenities of this subdivision (*See Attachment H – Natural Resource Inventory*). Outlot A also includes the trail connections to Ada Hayden Park as was agreed upon with the rezoning Master Plan.

Lot Layout and Density. Density calculations (*See Attachment D - Typical Sections & General Notes*) have been based upon subtracting the area of all outlots and private land in the subdivision that will be dedicated to the city as public street right-of-way for Audubon Drive, Leopold Drive and Grant Avenue. With this method of subtracting out the area reserved for future development, the net density is 5.09 dwelling units per net acre. This exceeds the minimum required net density of 3.75 dwelling units per net acre of the FS-RL Zone.

Traffic and Street Connections. Grant Avenue was paved last fall as a rural collector street, designed with two travel lanes, curb and gutter, and street lights. The cost of Grant Road improvements is shared by the City and three development interests with the aforementioned Assessment District. Site specific access improvements are part of the individual subdivision review and not incorporated into the basic Grant Road improvements. This means that individual intersection improvements are the responsibility of each development as they occur.

The Grant Avenue/Leopold Drive intersection will be an access point for future development west of Grant Avenue, known as the Rose Prairie Subdivision. The developer of Hayden's Crossing, will be responsible for a pro rata share of costs related to turning lane improvements. **These improvements will occur on the east side of Grant Avenue at the developer's expense as part of the final platting process. West side improvements will be the obligation the Rose Prairie development.**

On-site Street Layout/Sidewalks. The revised preliminary plat includes Audubon Drive/Leopold Drive as a loop street with connection back to Grant Avenue. No additional cross streets are proposed by the developer. The length of Audubon Drive in this preliminary plat is approximately 1,100 feet. The developer proposes the trail connection to split the block length up, as is required by FS-RL zoning for blocks

exceeding 660 feet. Leopold Drive ends in a cul-de-sac at the east end of the subdivision.

The main issue for consideration of the street layout is how the eventual loop street design meets the City's expectations for connectivity of streets. The FS zoning and the Subdivision Code standards strive for a block length not to exceed 600 feet and to ensure that streets do not exceed 1,320 feet and to minimize cul-de-sacs and dead end. The loop street concept creates one long continuous roadway that exceeds a street block standard of 1,320 feet, but itself is not a dead end street. The loop street design is not a common circulation design within Ames, which is more typically curvilinear blocks with regularly spaced intersections.

Staff believes the intent of the Zoning and Subdivision ordinances read together are for connectivity principally, balanced with efficiency in layout. Staff believes a cross street would normally be a required component of the subdivision of this type, but in this case the loop road could be found to conform to the general site design standards of the Subdivision Code and open space components of the Conservation Subdivision.

The street width for the proposed Leopold Drive (*See Attachment F – Proposed Improvements*) meets the standard for a local residential street, that is, a 26-foot pavement width as measured from the back of the curb within a 55-foot right-of-way, accommodating parking on one side. Leopold Drive will include a 5-foot wide sidewalk on both sides of the street. The street layout also includes a mid-block crossing for pedestrians as required by FS-RL zoning when a block face exceeds 600 feet. Audubon Drive, in the First Addition of Hayden's Crossing has been constructed with these same dimensions and sidewalk on both sides of the street.

Pedestrian Connections. The proposed pedestrian trail is another element of the subdivision design that establishes an interconnected system of conservation areas and open space for use by the future residents of Hayden's Crossing. Sidewalks, at a width of 5 feet will be used along both sides of Audubon Drive, and along the west perimeter of the subdivision, next to Grant Avenue, to provide connectivity in lieu of additional trails.

Pedestrian trail connections are planned with the existing upland trail in the Ada Hayden Heritage Park. One trail connection is shown as extending through Outlot A of the subdivision, crossing Audubon Drive, and extending through Outlot B to Leopold Drive. The other trail will connect from the end of the cul-de-sac for Audubon Drive to the upland trail in Ada Hayden. The trails through the open space in Outlot A will have a crushed rock surface to match the trail it connects to in Ada Hayden Heritage Park.

Where the trail crosses Lots 15 and 16, a separate concrete walkway is shown on the Preliminary Plat (5 feet wide) in a 10-foot wide pedestrian easement running along the east edge of the shared driveway for Lots 15 and 16. The pedestrian trail extends through the full width of Outlot B as a 10-foot wide concrete walkway, and extends to Leopold Drive in a 10-foot wide pedestrian easement on Lot 23.

Natural Resource Inventory/Conservation Areas/Open Space/Buffer. The applicant completed a natural and cultural resources inventory as required by the Conservation Subdivision standards and no significant native plant communities exist on the site, nor are there any streams, waterways or dry channels on site. (The Natural Resources Inventory is available for review at the Planning and Housing Department.) **Therefore, the conservation areas in Hayden’s Crossing will be “naturalized” by establishing native plant communities, which is consistent with the conservation subdivision requirements.** The Conservation Subdivision Ordinance requires that the combination of conservation areas and open space comprise at least 25% of the land area in the subdivision, and be a system of interconnected conservation areas and open space areas distributed throughout the development, such that a minimum of 80% of residential lots abut a conservation area, or open space. The proposed plat shows approximately 30% of the land area in the subdivision to be used as open space, and more than 80% of lots abut a conservation area/open space, which meets the minimum standard.

The Master Plan and Preliminary Plat include a conservation area and buffer along a portion of the subdivision boundary. Outlot A extends at a width of 25 feet along the east and south boundaries of the subdivision, separating Ada Hayden Heritage Park from the proposed residential lots. Outlot A also includes a 25-foot buffer width along Grant Avenue, south of Audubon Drive. An additional conservation easement, 5 feet in width, extends along the rear lot lines of the lots south of Audubon Drive, which are included in the Final Plat for the First Addition. Outlot B extends at a width of 25 feet along Grant Avenue between proposed residential lots and Grant Avenue. These areas will be planted with a native prairie grass mixture. The Conservation Subdivision regulations require conservation areas that establish separation between external roads and residential lots be established and maintained, as a vegetated buffer area, a minimum of 25 feet in width, planted with native plant materials. Staff supports these outlot buffer areas, as the Parks and Recreation Department believes that this will provide better protection against encroachments into the park and will contribute to the health of the planting area.

The Street Tree and Landscaping Plan (*See Attachment G - Street Tree and Landscaping Plan*) portrays these naturalized conservation areas. A Conservation Area Management Plan has been submitted that describes these areas and how they will be established and maintained. The Developer will have initial responsibility for creating the conservation areas and the future homeowner’s association will have long term management responsibilities. (The Conservation Area Management Plan is available for review at the Planning and Housing Department.)

Stormwater Management. One of the principles of the Conservation Subdivision is to take the approach of Low Impact Development to design the project. This means the arrangement of lots, street and stormwater management minimizes mass grading of the site, minimize impervious areas, and maximize use of natural stormwater treatment measures. The overall approach to stormwater management provides treatment and control of the peak runoff rate from the entire site by providing multiple opportunities to slow the flow of stormwater on the surface and settle out and filter out sediments, a process called the “treatment train.” This system includes surface sheet flow to

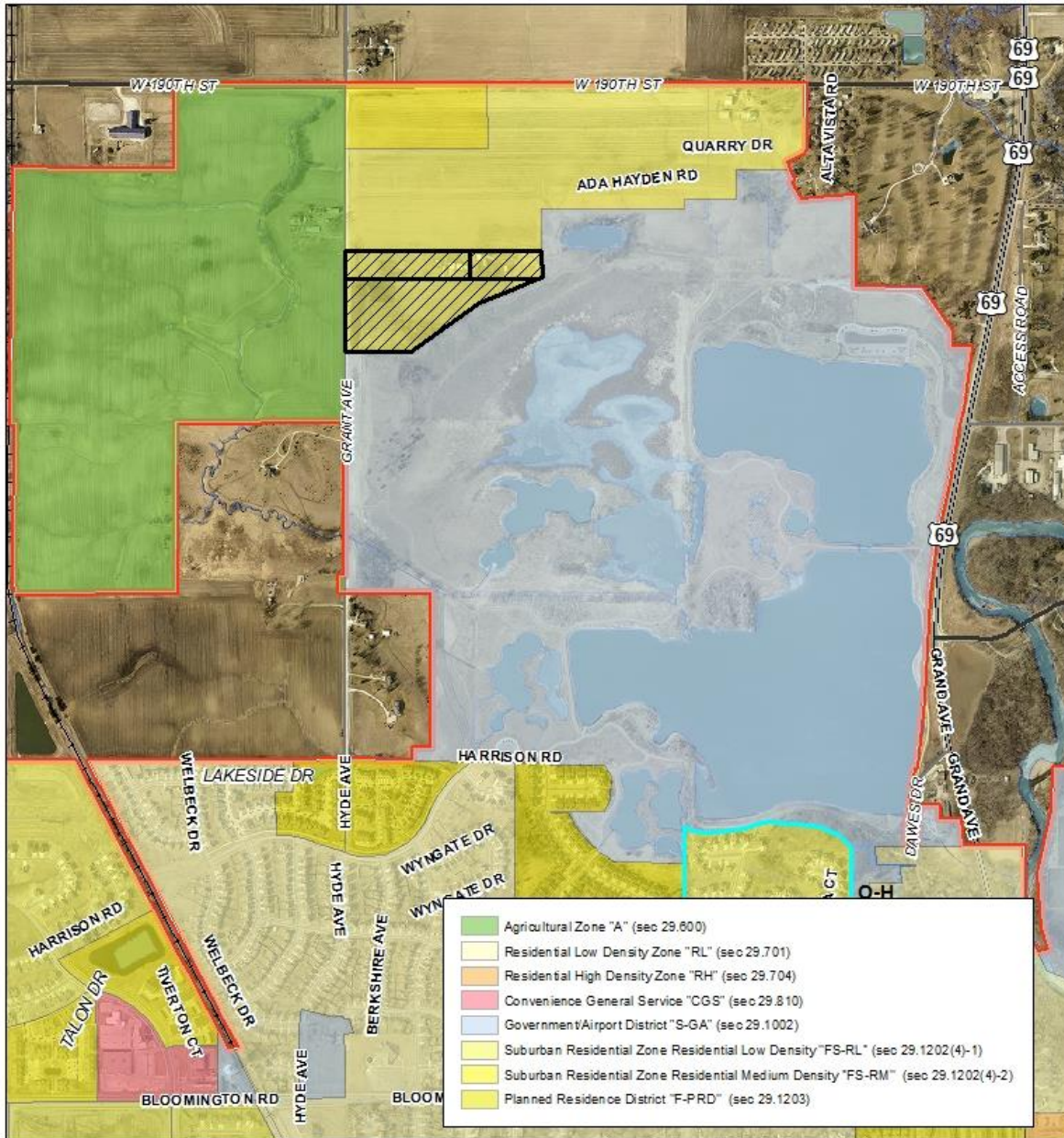
collecting basins, directing flow by vegetated swales, settlement areas drained by pipes and pipe outlets into vegetated swales to carry water to other basins. The system is designed for this project to take the vast majority of runoff to the centralized stormwater treatment system before it is released from the site. A small amount of water will sheet flow to the south into Ada Hayden Park, but they will be controlled to not exceed current rates of runoff.

Vital to all of these stormwater management systems is the native prairie vegetation to be established that will help slow the rate of runoff and facilitate the percolation of water into the soil for natural filtration and treatment. The proposed open spaces include substantial areas of native prairie planting (*See Attachment G - Street Tree and Landscaping Plan*).

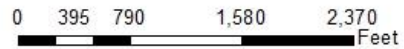
2013 Annexation Agreement. Off-site infrastructure of water, sewer, and road improvements that support the development are part of the 2013 annexation agreement for the property. An agreement was approved by owners of this subject property and other developable land parcels west of Ada Hayden Heritage Park abutting Grant Road, which established the timing and responsibility for extension of all of the urban infrastructure necessary to provide city services to the North Growth area as an assessment district (Grant Avenue paving) and connection districts (sewer and water). The installation of utilities to serve the new developments along Grant Road, and the paving of Grant Road north to 190th Street is underway at this time.

Applicable Law. Laws pertinent to the proposal are described on *Attachment I – Applicable Subdivision Law*. Pertinent for the City Council are Sections 23.302(5) and 23.302(6). Requirements for Ames Conservation Subdivision standards are in Division VI of Chapter 23 Subdivision Standards of the Municipal Code. Zoning standards for Suburban Residential development are contained in Article 12 of Chapter 29 of the Municipal Code.

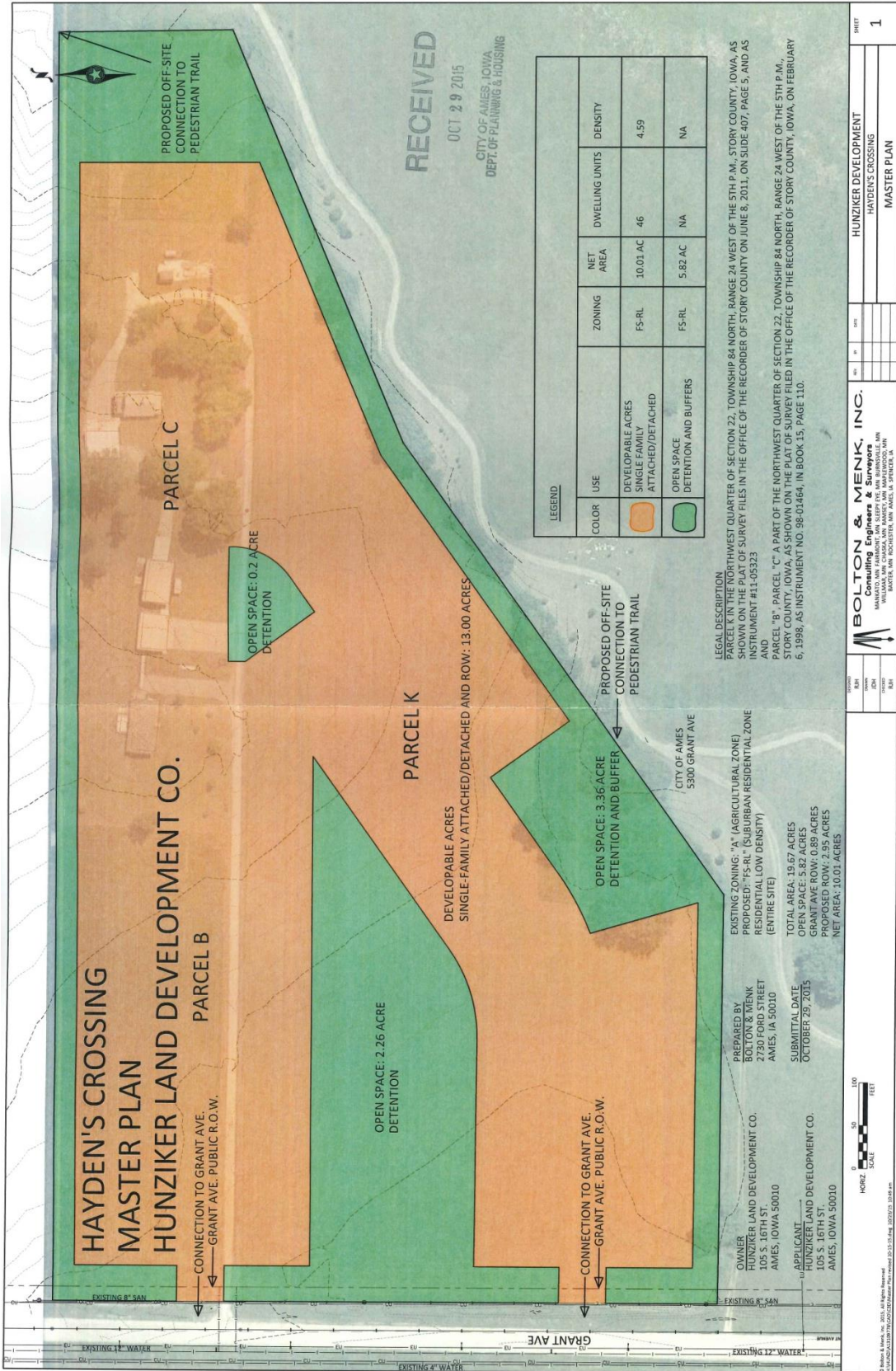
Attachment A: Location/ Zoning Map



Hayden's Crossing



Attachment B: Master Plan



Attachment D: Typical Sections & General Notes

GENERAL NOTES:

- ALL PRIVATE UTILITIES WILL BE LOCATED WITHIN PUBLIC UTILITY EASEMENTS SHOWN, OR LOCATED WITHIN UTILITY CORRIDORS PROVIDED FOR BY THE CITY'S USE OF CITY RIGHTS-OF-WAY BY RIGHT-OF-WAY USERS ORDINANCE.
- VEHICLE PARKING WILL BE PROHIBITED ALONG THE NORTH AND EAST SIDES OF ALL STREETS. VEHICLE PARKING WILL BE PROHIBITED ALONG BOTH SIDES OF GRANT AVENUE.
- ACCESS TO INDIVIDUAL LOTS FROM GRANT AVENUE WILL NOT BE PERMITTED.
- ALL CONSTRUCTION MATERIALS, DUMPSTERS, DETACHED TRAILERS, OR SIMILAR ITEMS ARE PROHIBITED ON PUBLIC STREETS OR WITHIN THE PUBLIC RIGHT-OF-WAY.
- OUTLOTS D MAY BE USED FOR STORM WATER CONVEYANCE, TREATMENT AND DETENTION.
- OUTLOTS C, D, & E WILL HAVE CONSERVATION EASEMENTS OVER THE ENTIRE LOTS
- OUTLOTS C, D, & E MAY INCLUDE SUBDIVISION SIGNAGE
- OUTLOT C, D, & E ARE TO BE OWNED BY THE HOMEOWNERS ASSOCIATION
- OUTLOT C SHALL INCLUDE PUBLIC UTILITY AND SURFACE WATER FLOWAGE OVER THE ENTIRE LOT.
- OUTLOT D SHALL INCLUDE PUBLIC UTILITY, STORM SEWER AND SURFACE WATER FLOWAGE OVER THE ENTIRE LOT.

A 2
LOCAL STREET TYPICAL SECTION
NOT TO SCALE

TOTAL:	19.67	ACRES
ROW:	3.79	ACRES
OUTLOTS	5.98	ACRES
"LOT AREAS MINUS OUTLOTS & ROW"	9.90	ACRES
TOTAL NUMBER OF LOTS	43.00	UNITS
LOT DENSITY	4.34	LOTS/ACRE

TOTAL:	19.67	ACRES
"OPEN SPACE (OUTLOTS A, B, C, D, & E)"	5.98	ACRES
OPEN SPACE PERCENTAGE	30%	

EXISTING

- CENTERLINE
- PROPERTY / LOT LINE
- EASEMENT LINE
- ROAD RIGHT-OF-WAY LINE
- WATER SYSTEM
- STORM SEWER
- SANITARY SEWER
- TILE LINE
- OVERHEAD ELECTRIC LINE
- UNDERGROUND ELECTRIC LINE
- GAS LINE
- FIBER OPTIC LINE
- UNDERGROUND COMMUNICATIONS LINE
- OVERHEAD UTILITY LINE
- FENCE LINE
- CITY LIMITS
- TREE LINE EDGE
- GRAVEL EDGE
- BITUMINOUS EDGE
- CONCRETE EDGE
- CURB & GUTTER

PROPOSED

- ALIGNMENT/CENTERLINE
- RIGHT-OF-WAY LINE
- WATERMAIN
- STORM SEWER
- SANITARY SEWER
- SANITARY MANHOLE NUMBER
- MANHOLE
- STORM INLET
- APRON
- WATER SYSTEM MANHOLE
- HYDRANT
- VALVE
- BEND
- TEE
- PUBLIC UTILITY EASEMENT
- STORM SEWER & STORM WATER FLOWAGE EASEMENT
- SHARED ACCESS AND STORM SEWER EASEMENT
- PEDESTRIAN EASEMENT

LEGEND

- PVC
- SPTC
- ACCESS AND STORM SEWER
- PEDESTRIAN EASEMENT

BOLTON & MENK, INC.
 MANUFACTURING, ARCHITECTURE, ENGINEERING, PLANNING & CONSTRUCTION
 10000 W. CENTRAL EXPRESSWAY, SUITE 100, DALLAS, TEXAS 75243
 (972) 412-1000

DATE: 11/14/2017

SCALE: AS SHOWN

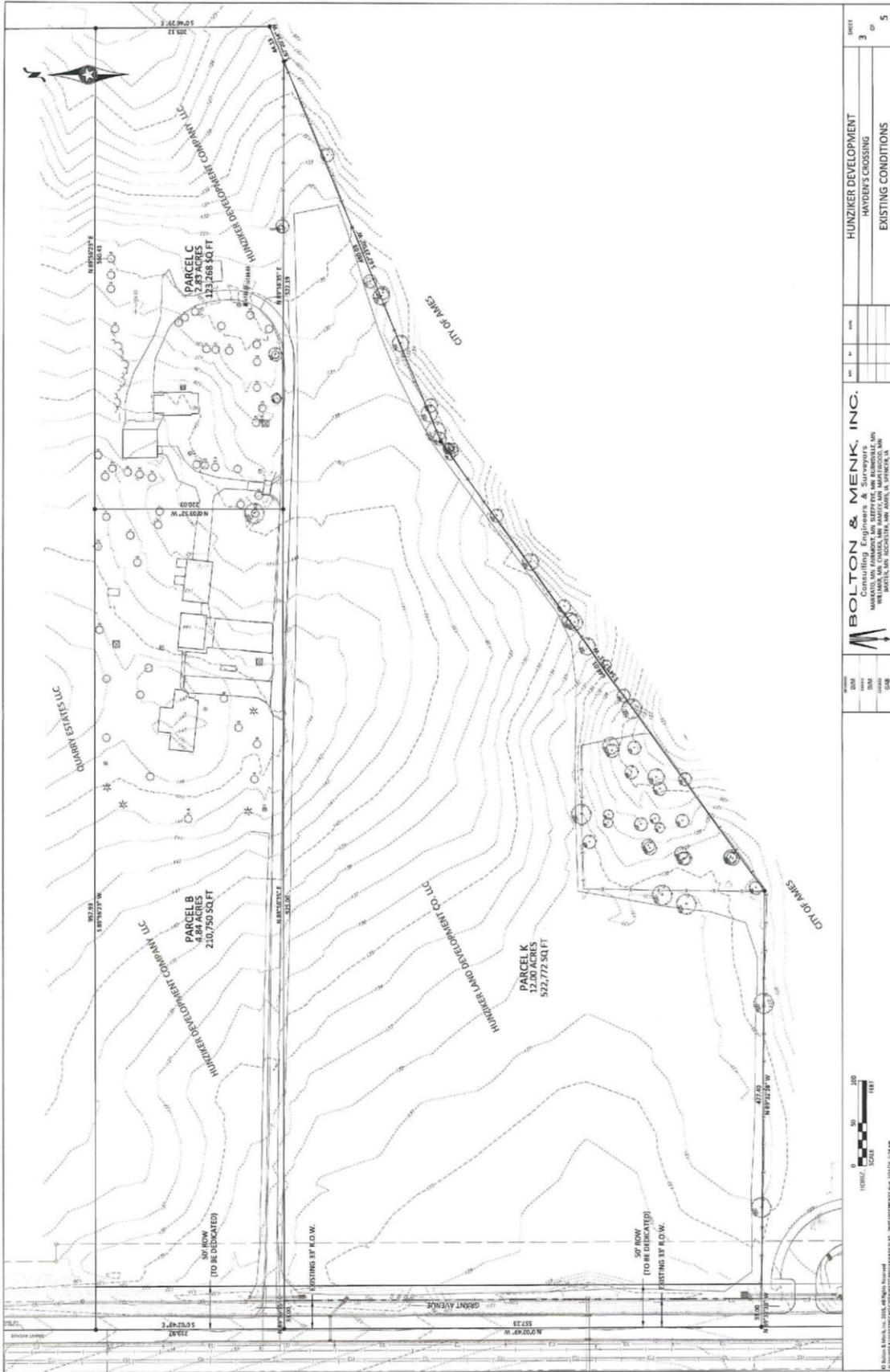
HUNZIKER DEVELOPMENT

HAYDEN'S CROSSING

TYPICAL SECTIONS & GENERAL NOTES

SHEET 2 OF 5

Attachment E: Existing Conditions



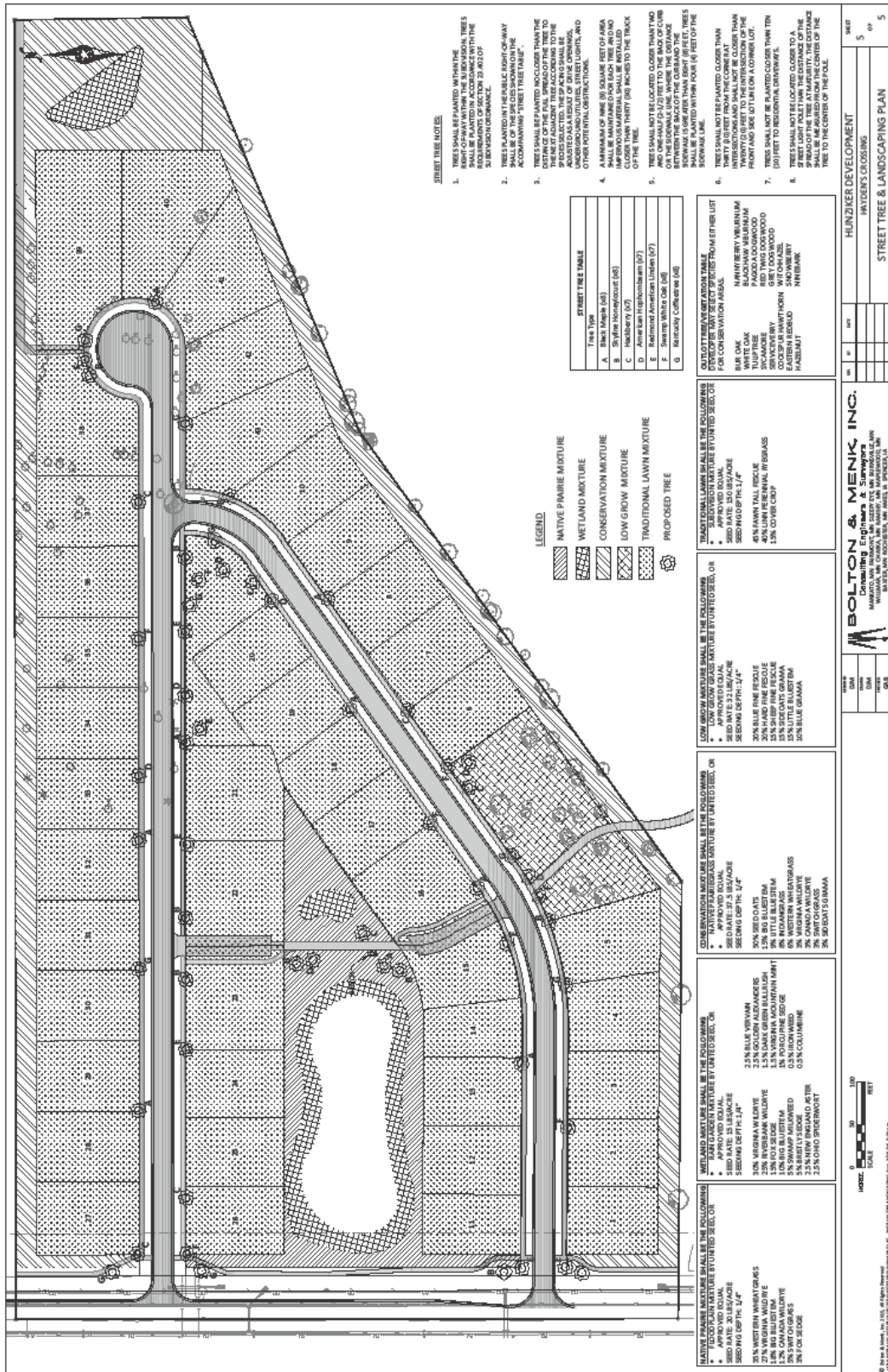
<p>DATE: 08/20/2024 TIME: 10:30 AM USER: JMB</p>		<p>BOLTON & MENK, INC. CIVIL ENGINEERS 1000 WEST 10TH STREET, SUITE 100 MANKATO, MN 56001 TEL: 507.335.4444 FAX: 507.335.4445 WWW.BOLTONANDMENK.COM</p>		<p>HUNZIKER DEVELOPMENT HAYDEN'S CROSSING EXISTING CONDITIONS</p>	
<p>SCALE: 1" = 100' 100' 200' 300' 400' 500'</p>		<p>3 OF 5</p>			

Attachment F: Proposed Improvements

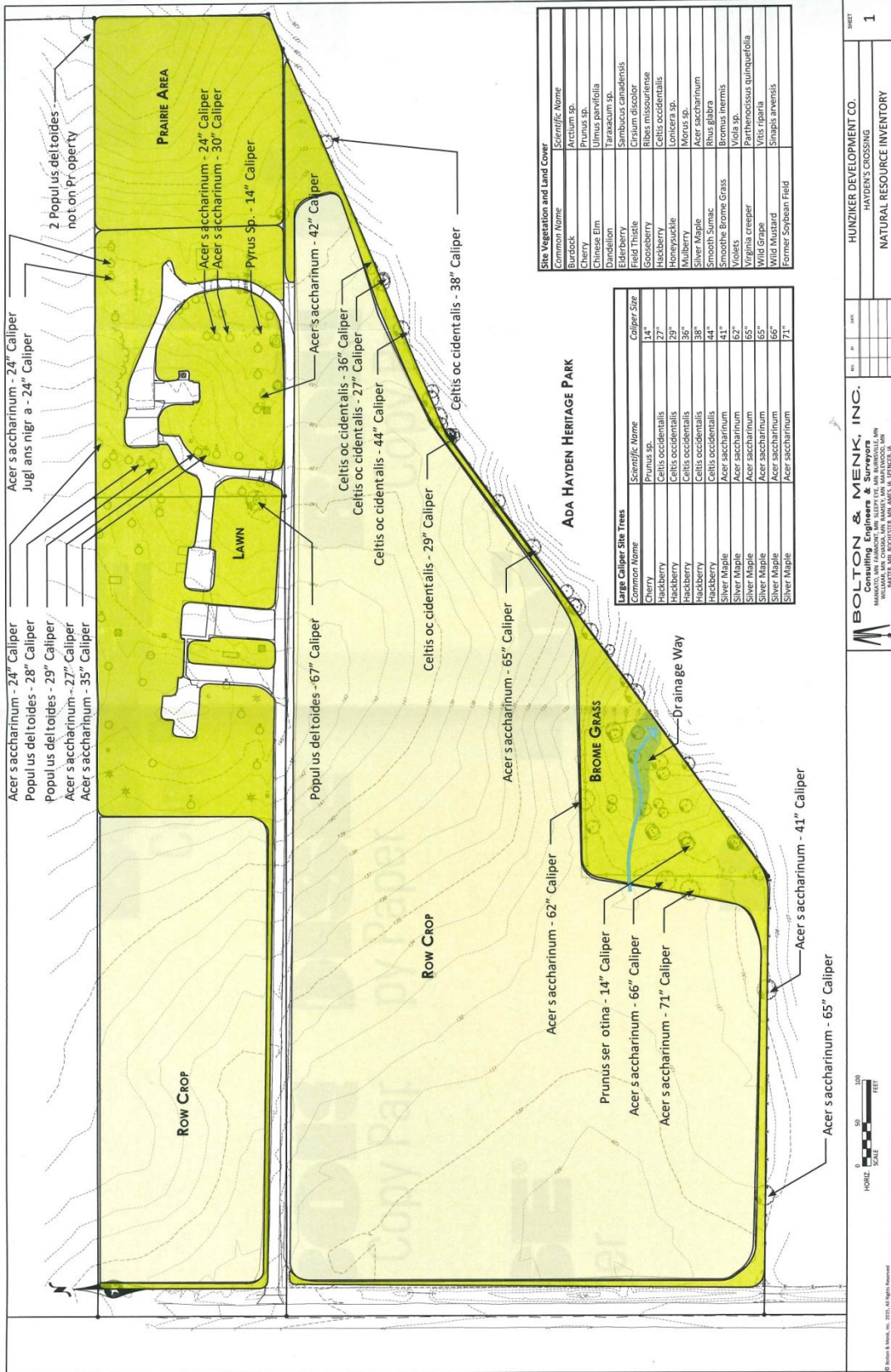


BOLTON & MENK, INC. Consulting Engineers & Surveyors 1400 W. FARMWAY, SUITE 100, WAXAHACH, TEXAS 75080-1000 PHONE: 972.392.1100 FAX: 972.392.1101 WWW.BOLTONMENK.COM		SHEET 4 OF 5
PROJECT: HUNZIKER DEVELOPMENT LOCATION: HAYDEN'S CROSSING DRAWING: PROPOSED IMPROVEMENTS		

Attachment G: Street Tree and Landscaping Plan



Attachment H: Natural Resource Inventory



Attachment I: 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(5):

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

Ames Municipal Code Section 23.302(6):

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

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

Ames Municipal Code Chapter 23, Subdivisions, Division IV, establishes requirements for public improvements and contains design standards.

Ames Municipal Code Chapter 23, Subdivisions, Division VI, establishes requirements for Conservation Subdivisions, as follows:

DIVISION VI CONSERVATION SUBDIVISIONS

23.600. CONSERVATION DEVELOPMENT FOR SUBDIVISIONS

23.601. APPLICABILITY.

Conservation Design Development is an alternative set of design objectives and standards for residential subdivision development. These objectives and standards can be used as an alternative to common residential subdivision development in Ames. However, they shall apply to all residential subdivision development in the undeveloped areas of Ada Hayden Watershed north of Bloomington Road.

(Ord No. 4042, 8-10-10)

23.602. INTENT.

The intent of Conservation Design Development is to preserve the existing natural features of the site, to preserve the natural drainage features and hydrologic characteristics of the landscape, and to reduce the impacts of development on the landscape; and

(1) To maintain and protect in perpetuity Ames area natural character by preserving these important landscape elements including but not limited to those areas containing unique and environmentally sensitive natural features as prairie, woodlands, stream buffers and corridors, drainageways, wetlands, floodplains, ridgetops, steep slopes, critical species habitat, and by setting them aside from development;

(2) To promote interconnected greenways and environmental corridors throughout Ames;

(3) To provide commonly-owned open space and conservation areas for passive and/or active recreational use by residents of the development and, where specified, the larger community;

(4) To permit various means for owning conservation areas, preserved landscape elements, and to protect such areas from development in perpetuity;

(5) To provide greater flexibility in site dwellings and other development features than would be permitted by the application of standard use regulations in order to minimize the disturbance of natural landscape elements and sensitive areas, scenic quality, and overall aesthetic value of the landscape;

Sup #2015-3

23-30

Rev. 07-1-15

(6) To protect and restore environmentally sensitive areas and biological diversity, minimize disturbance to existing soils, vegetation, and maintain environmental corridors, and

(7) To preserve significant archaeological sites, historic buildings and their settings.
(Ord No. 4042, 8-10-10)

23.603. GENERAL REQUIREMENTS.

(1) Design and Standards for Residential Lot Layout

(a) All residential units should be in cluster groups unless the site has been designed to preserve sensitive areas and maintain a stormwater treatment train.

(b) All lots shall take access from interior roads.

(c) All separation areas for residential lots along existing roads shall be landscaped in accordance with the conservation area landscaping requirements in Section 23.603(2)(f).

(d) Eighty percent (80%) of residential lots shall abut a conservation area or open space to the front or rear. Open space and conservation area across a road shall qualify for this requirement.

(e) Cluster groups shall be located to avoid or mitigate directly disturbing existing native prairie, woodlands, wetlands and other natural features identified in the site inventory of natural resources.

(2) Site Requirements

(a) Open water areas - A 50-foot native vegetative buffer shall be maintained around open water areas such as ponds and lakes unless a specific common use area is identified.

(b) Stream buffers - Stream buffers with native vegetation shall be maintained along stream areas using the following requirements based on stream order:

(i) Streams exceeding 3rd order and above, the City requires sketches, maps, studies, engineering reports, tests, profiles, cross-sections, construction plans and specifications to determine adequate buffer widths.

(ii) Perennial streams (1st and 2nd order). The total required stream buffer width is one hundred (100) feet on each side perpendicular to the waterway measured from the outer wet edge of the channel during base flows.

(iii) Intermittent streams. The total required stream buffer width is fifty (50) feet on each side perpendicular to the water way measured from the centerline of the channel.

(iv) Waterways and/or dry channels that have a contributing drainage area of fifty (50) acres or greater. The total required stream buffer width is thirty (30) feet on each side perpendicular to the waterway measured from the centerline of the waterway.

(v) Waterways and/or dry channels with a contributing drainage area of less than 50 acres. The total required stream buffer width is twenty (20) feet on each side perpendicular to the waterway measured from the centerline of the waterway.

(c) Stormwater management

(i) Minimize the use of storm sewer piping and maximize the use of swales.

(ii) Use curb cuts in lieu of storm sewer intakes when appropriate to divert street water to a stormwater conveyance or treatment system.

(iii) Sump pump discharge can be discharged into a stormwater conveyance or treatment system.

(iv) On-site treatment and storage of stormwater generated by the development shall occur in conservation area if it is consistent with the environmental functions of the conservation area. Individual lot on-site stormwater management may also be used in conservation subdivisions in conjunction with open space and conservation area management of stormwater.

(v) Include detailed design information for the stormwater management practices following the design information provided in the Iowa Stormwater Management Manual. The stormwater treatment train approach shall be used where appropriate to capture, treat and release stormwater.

(d) Shared use paths, sidewalks, and driveways

(i) An accessible and interconnected shared use path system shall be developed to connect residential areas with open space/conservation areas within or adjacent to the site.

(ii) Sidewalks shall only be required on one side of streets; however, all lots shall have direct access to sidewalks or the pathway system.

(iii) Typical driveway approach sections, Chapter 7 of SUDAS specifications, shall be used.

(e) Conservation Area Requirements

(i) The conservation area shall be designated as a Conservation Easement as detailed in the definition section of this ordinance.

(ii) Applicants must provide an explanation of the conservation area objectives achieved with their proposed development and identify the percentage of the total development area that this area occupies.

(iii) All conservation areas shall be part of a larger continuous and integrated system except for conservation areas that are naturally isolated from other conservation areas on or near the site. For the purposes of this section, continuous shall be defined as either physically touching or located across a public right-of-way, for example, on opposite sides of an internal road.

(iv) Conservation areas, in accordance with the Conservation Area Management and Ownership outlined in Section 23.605, shall protect site features identified in the site natural resources inventory Section 23.604 (1) and analysis as having particular value in preserving and/or restoring the natural character and conserving natural resources in compliance with the intent of this ordinance and consistent with the goals and objectives of this ordinance.

(v) Healthy natural features such as woodlands, prairie, wetlands, and streambanks shall generally be maintained in their natural condition. If recommended by a professional with pertinent qualifications, the Municipal Engineer may authorize a modification to improve the natural features' appearance or restore the overall condition and natural processes, in compliance with an approved management plan, as described in Section 23.605.

(vi) All wetlands, floodways, and/or identified wildlife habitat areas shall be contained in conservation areas.

(vii) Conservation areas and open space shall be distributed throughout the development and combined shall comprise at least twenty-five (25) percent of the total area of the subdivision. An area comprised of conservation areas and open space greater than twenty-five percent of the total area of the subdivision may be required if necessary to maintain health features such as woodlands, prairie, wetlands and streambanks in their natural condition as provided in 23.603(2)(v).

(viii) Safe and convenient pedestrian access and access easements sufficient for maintenance vehicles shall be provided to conservation areas.

(f) Landscaping for Conservation Subdivisions - A landscaping plan shall be prepared that identifies all proposed landscaping and conforms to the following:

(i) The preservation of existing native, non-invasive vegetation as identified in the natural resources inventory Section 23.604(1) as being in good condition and of good quality shall generally be preferred to the installation of new plant material.

(ii) Mass grading of sites shall be minimized in order to preserve the natural features of the site.

(iii) Within all required separation areas between residential lots and external roads and site boundaries, existing woodlands with desirable tree species shall be retained.

(iv) All new landscaping in conservation areas to be installed and existing native vegetation to be preserved shall be protected through conservation easement. Native landscaping shall be installed according to the guidelines provided in the Iowa Stormwater Management Manual Section 2E-6.

(v) Trees of native species as indicated by the Iowa Department of Natural Resources and approved by the City shall be planted along internal roads within cluster groups in a total amount equivalent to the standard subdivision requirements. Trees may be planted, but are not required, along internal roads passing through conservation areas.

(vi) Informal, irregular, or natural arrangement is required for newly planted trees to avoid the urban appearance that regular spacing may evoke.

(vii) Trees shall be located so as not to interfere with the installation and maintenance of utilities, shared use paths, or sidewalks that may parallel the road.

(viii) Within all conservation areas, separation between external roads and residential lots, a vegetated buffer area at least 25 feet in width shall be maintained or established. Where no natural trees and/or shrubs exist, native plant materials shall be planted.

(ix) Conservation areas required to meet Section 23.603(1)(d), shall be planted using native species to enhance privacy and a natural appearance.

(x) Required buffers around wetlands, all water bodies and drainageways must be naturally vegetated or planted with native plant species appropriate to the surrounding landscape.

(xi) Buffers consisting of an informal, irregular or natural arrangement of native plant

species, combined with infrequent or prescriptive mowing are required to create a low-maintenance, naturalized landscape.

(xii) In addition to the above, land management practices minimizing the impact of nutrients shall be used and demonstrated in Ada Hayden Watershed; minimal fertilization of lawns including the use of phosphorus-free fertilizers is recommended.

(Ord No. 4042, 8-10-10)

23.604. APPLICATION PROCEDURE.

In addition to the standard subdivision application requirements, an inventory and mapping of natural resources shall be conducted prior to the initial submittal.

(1) **Inventory and Mapping of Natural Resources.** An inventory of natural resources of the proposed development site shall be conducted by experts in the field such as biologists, ecologists, soil scientists, hydrologists, geologists or those credentialed in a manner acceptable to the Municipal Engineer and must be submitted with the conservation subdivision application. The inventory must include, but is not limited to the following information mapped at a scale of no less than one inch equals 50 feet:

(a) Topographic contours at 2-foot intervals.

(b) United States Department of Agriculture, Natural Resource Conservation Service soil type locations and identification of soil type characteristics such as percolation rates, suitability for infiltration-based stormwater management practices, hydric soils, depth to water table, and suitability for wastewater disposal systems if applicable.

(c) Hydrologic characteristics, including surface water bodies, floodplains, groundwater recharge and discharge areas, wetlands, natural swales, drainage ways, and slopes 10% or greater.

(d) Land cover on the site including but not limited to prairie, woodland, forest, wetland and general cover type (pasture, woodland, etc.), and stand-alone trees with a caliper of more than [24] inches measured four feet off the ground. The inventory shall include comments on the health and condition of the natural resources.

(e) Known critical habitat areas for rare, threatened or endangered species using existing documented inventories.

(f) Cultural resources shall be identified by a brief description of historic character of buildings and structures, historically important landscapes, and archeological features using a review of existing, documented inventories.

(2) **Education and Outreach Plan for the Development.** An educational plan shall be developed and distributed to all perspective lot owners that describes the characteristics of the conservation subdivision including the development concept, conservation areas management practices that will be used to manage these areas, and benefits of the natural features. They shall also include information on lawn care strategies that reduce nutrient and pesticide inputs and pollution to local water bodies. Lot owners shall be made aware of the wildlife aspects of a conservation subdivision. Deer, birds, and other animals and insects will be attracted to the natural areas.

(Ord. No. 4042, 8-10-10)

23.605. CONSERVATION AREA MANAGEMENT AND OWNERSHIP.

(1) **Conservation Area Management Plan.** Every conservation subdivision must include a plan that provides evidence of a means to properly manage the conservation areas and open space areas in perpetuity through a conservation easement for conservation areas or common ownership for open space areas and evidence of the long-term means to properly manage and maintain all common facilities, including any stormwater facilities. The plan shall be approved by the Municipal Engineer prior to plat approval.

(a) A conservation area management plan shall be submitted with the following components during the following approval stages:

(2) **Preliminary Plat:**

(a) Include a conservation area management plan specifically focusing on the long-term management of conservation areas. The conservation area management plan shall include a narrative, based on the site analysis required in Section 23.604(1), describing:

(i) Existing conditions including all natural, cultural, historic, and scenic elements in the landscape.

(ii) The proposed completed condition for each conservation area; and the measures proposed for achieving the end state.

(iii) Proposed restoration measures, including: measures for correcting increasingly destructive conditions, such as erosion, and measures for restoring habitats, ecosystems, and

Staff Report**PLANNING AND HOUSING DEPARTMENT
WORK PLAN PRIORITIES****JUNE 14, 2016****BACKGROUND:**

On May 24th, City Council requested that an up to date Planning Division work plan be provided to the Council. Council made this request to be able to consider the time commitments related to recent referral requests, including the 2700 Block of Lincoln Way redevelopment project.

The planning staff is assigned to work on both policy planning and current planning projects. Current planning includes customer service for general inquiries, boards and commissions, zoning review, and development project review. Policy planning includes studies, Municipal Code amendments, neighborhood support, and Land Use Policy Plan amendments. The Planning Division periodically reviews the work plan with City Council to ensure we are committing staff's time to the City's greatest interests. Council fully reviewed the Planning Division Work Plan in March 2015 and added additional projects in September 2015 as a result of the LUPP Update workshop.

Ames has experienced a sustained demand for current planning services over the past three years and is projected to continue for the next fiscal year. Major current planning projects still to be finalized in the next fiscal year include the Crane Farm/Mortenson Apartments, Village Park Apartments, South Duff rezoning and apartments, Rose Prairie Subdivision, and annexation and subdivision for Hunziker South (Auburn Trail Subdivision) on Grant Avenue.

During this same timeframe Council has asked for policy projects to be initiated based upon available time and priorities. Policy planning projects vary in time and resources depending on the complexity, public involvement, and urgency for review. The following is a summary of the policy planning projects completed from the past year and the current ongoing projects.

COMPLETED COUNCIL PRIORITY PROJECTS AND REFERRALS MARCH 2015 TO JUNE 2016:

- 1) Campustown Urban Revitalization Area Criteria (Non-Formula Retail)
- 2) Lincoln Way Mixed Use Overlay Text Amendment
- 3) Breckenridge Settlement Agreement
- 4) Sidewalk and Missing Infrastructure Ordinances
- 5) Sidewalk Subdivision Standards
- 6) LUPP Update Workshops

- 7) Research and Innovation Zoning District Ordinance
- 8) Land Use Projections for Long Range Transportation Plan
- 9) Floor Area Ratio Text Amendment
- 10) Small Production Facility/Brewery Amendment
- 11) Campustown Façade Program
- 12) SW Growth Area (McCay) Annexation Agreement
- 13) Environmentally Sensitive Overlay Zoning for Floodway
- 14) South Duff LUPP Major Amendment (rezoning and development agreement pending)
- 15) Rose Prairie Development Agreement Amendment (zoning and final agreement pending)
- 16) Ames Golf and Country Club Rural Subdivision
- 17) Mobile Home Park Perimeter Setback Text Amendment
- 18) Zoning Text Amendments DSC minimum Floor Area Ratio and Institutional Uses
- 19) Other miscellaneous text amendments (solar, hospital medical setback, site visibility triangle)
- 20) Staff report on North Growth Gap Area (Sanitary Sewer Analysis Task pending)

COMMITTED PROJECTS:

- 1) East Industrial Annexation and Master Plan
- 2) Lincoln Way Corridor Plan
- 3) Landscape and Parking Sustainability Update Ordinance
- 4) 321 State Avenue Affordable Housing Development (Old Middle School)
- 5) Housing Background Report (combination of Council goals and referrals)
- 6) Wireless Ordinance Update (state and federal law changes 2015)
- 7) North Growth Gap Area Sewer Analysis (Public Works Consultant)

COMMITTED, NOT YET STARTED:

- 8) SW Growth Master Plan (1st Step Prepare RFP October 2016)
- 9) New Comprehensive Plan (1st Step Prepare RFP Fall 2017)

ADDITIONAL PROJECTS:

In addition to the nine committed projects listed above, City Council through its establishment of Council Goals, referrals, and prior work plan priorities have a list of 21 other projects to consider in prioritizing the Planning Division work plan. **Attachment 1 is a new work plan chart that indicates the current status of committed projects and the list of projects that have not yet been prioritized.** Although not all of the project scopes are well defined, staff has added a column to the work plan with estimates the range of hours needed for each project. This estimate is intended to help Council have an understanding of the order of magnitude of Planning Division resources needed for a project. City Council should note that often there are additional city staff resources needed to complete the project e.g. City Attorney's Office and the Public Works Department that are not reflected on this chart.

As City Council begins to review the attached work plan, it would be appropriate to think about if the Planning Director has captured the intent of each project in its description, general magnitude of the project, and to think about future sequencing of interests. As we always remind the Council, this list does not predict future referrals that may be requested of the City Council.

Our past advice has been to consider if a request is relatively straight forward and focused in its scope and if it is considered similar to a development project. Development projects typically have a defined scope and set public review process and generally fit the systems that are in place to address such issues. **When categorized similar to a development project, it would not needed to be specifically prioritized but understood to work through the system as time allows.**

When an item has broader implications in terms of research and options, or has potentially affects many parts of the community, it is more appropriate to consider the project against Council's other referrals and priorities before giving direction to staff. When needed, Staff will assist the City Council in categorizing the requests when they are submitted and Council requests background memorandums or staff reports.

AVAILABLE CAPACITY:

Given the number of committed projects identified earlier, staff has the capacity to take on one more significant project through August 2016. Although there are 23 projects identified in the work plan that do not have a committed timeframe, staff has identified four projects that recently have been discussed with the Council and may be appropriate to consider as an immediate interest to work on this summer.

Project 1 – Social Service Provider Text Amendment

The Social Service Provider related text amendment could be treated as a minor referral or as a more significant project requiring prioritization depending the extent of public involvement that is desire by the Council.

Project 2 – 2700 Block of Lincoln Way

Given the fact that seven steps are needed to accommodate this request, this project needs to be prioritized.

Project 3 – Downtown Housing Project Options

City Council has directed the Planning & Housing Director and Council Member Betcher to participate in a Downtown Housing Committee that has recently completed its immediate task of assessing an individual site for development options. However, the committee is now interested in considering additional housing development options in the Downtown area. This request appears to be consistent with the Council's objective to "explore public/private improvements (e.g. entertainment, parking, housing, amenities) for public/private space in Campustown and Downtown."

Project 4 – North Growth Gap Area Plan Amendments

City Council has recently directed the Public Works Department to assess the sanitary sewer capacity for the North Growth Gap Area and beyond, but has not prioritized consideration of Fringe Plan and LUPP amendments to respond to potential development interests in the area. Council deferred initiating such amendments in the spring until it has reviewed the overall work plan and had more information on the ability to serve the general area.

STAFF COMMENTS:

While there is currently only enough staff capacity to begin one additional major project this summer, in the fall a number of projects will be completed that will allow for further initiatives. Therefore, staff would recommend that Council return in the fall to prioritize the remaining projects for FY 2016/17.

Staff Report

**INITIATION OF TEXT AMENDMENT FOR TRANSITIONAL HOUSING
USE IN RESIDENTIAL ZONING DISTRICTS**

June 14, 2016

BACKGROUND:

The City Council received a request (see attached letter) on April 20th for Council to consider initiating a Zoning Text Amendment, to create a “transitional housing” use option for residential zoning districts. The applicant’s desire is to initiate this amendment to allow for a broader range of choices for meeting “transitional living” needs within a single-family dwelling type. **They would like to acquire facilities for youth or adults needing transitional housing with live-in support. However, in conversations with service providers, staff anticipates that such facilities would exceed the maximum occupancies of a “family” as defined by the Zoning Code and would only be allowed within a limited number of zoning districts and areas.**

If a use does not meet the definition of “Family”, the Zoning Ordinance currently has two use types under which similar housing options could be allowed based on interpretation of such uses; Group Living or Social Service Providers. Group Living and Social Service Providers are defined by the zoning code as follows:

Group Living is the “*Residential occupancy of a structure by a group of people who do not meet the Household Living definition. Size is larger than the average household size. Average length of stay is 60 days or longer. Structures generally have a common eating area for residents. Residents may receive any combination of care, training, or treatment, or none of these as long as they also reside at the site.*” **This use listing would include transitional living facilities, such as halfway houses for former offenders, as well as residences for persons with physical or mental disabilities.**

Social Service Providers are “*uses primarily engaged in provided on-site counseling, meals or shelter beds for free or at significantly below market rates.*” **These uses would include drug and counseling centers, rescue missions, shelters, temporary or permanent, and soup kitchens and food distributions centers.**

Generally, the Zoning Ordinance allows Group Living for transitional living facilities in the Residential High Density zone and the South Lincoln Mixed Use zone. Social Service providers are permitted in a broader range of zones within the City, however, the uses permitted under a social service provider category is limited to shelter services (temporary or permanent) or counseling centers which does not appear to fit the needs of housing being requested by YSS and other similar agencies. **At this time, staff**

believes the described use of supervised group home would fit under Transitional Living Facility.

The following table has been assembled to identify zones where Group Living or Social Service Provider uses can currently be permitted and by what approval authority.

Zones	Residential Use	Residential Use	Institutional Use
	Group Living	Group Living	Social Service Providers
	Transitional Living Facilities	Residences for physically or mentally disabled *	
A	-	-	SP
RL	-	SP	SP- if Pre-existing
RM	-	-	SP
UCRM	-	SP	SP- if Pre-existing
RH	SDP-Minor	SDP-Minor	SP
FS-RL	-	-	-
FS-RM	-	-	SP
F-PRD	SDP-Major, If Pre-Existing	SDP-Major, If Pre-Existing	-
S-SMD	SDP-Minor	SDP-Minor	SDP-Minor
NC	-	-	SDP-Minor
CCN	-	-	SDP-Minor
HOC	SP	-	SP
PRC	-	-	SP
CCR	-	-	SDP-Minor
CVCN	-	-	SDP-Minor
DSC	-	-	SP
CSC	-	-	SP
CGS	-	-	SDP-Minor

* This use classification considers a residence of more than 8 individuals. Residences of 8 or fewer occupants are classified as a "Family" and qualify as a Household living use in many zones.

SDP-Minor = Minor Site Development Plan (Administrative Approval)

SDP-Major = Major Site Plan (City Council Approval)

SP = Special Use Permit (Zoning Board of Adjustment Approval)

Based on the social service provider's interest in using one and two-family home structures for Group Living, staff has analyzed potential sites for such uses. Within the RH and S-SMD zoning district, there are approximately 170 properties that are one or two-family structures that could be reused as Transitional Living Facilities. When factoring in the use classification of Social Service Providers, there are approximately 490 properties with one or two-family homes that would meet the described interest. There are a few additional HOC zoned properties that could also be approved for Group Living or Social Service Provider, but this does not significantly expand the opportunities. (See Attached Map)

POLICY ISSUES TO BE CONSIDERED:

The request from the social service providers raises the following two policy questions for the City Council to consider.

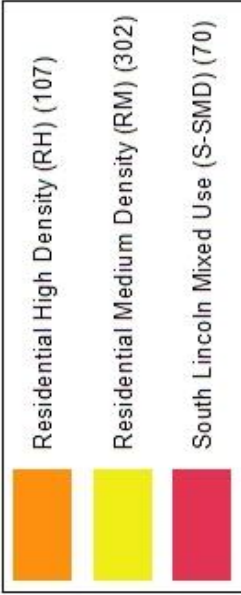
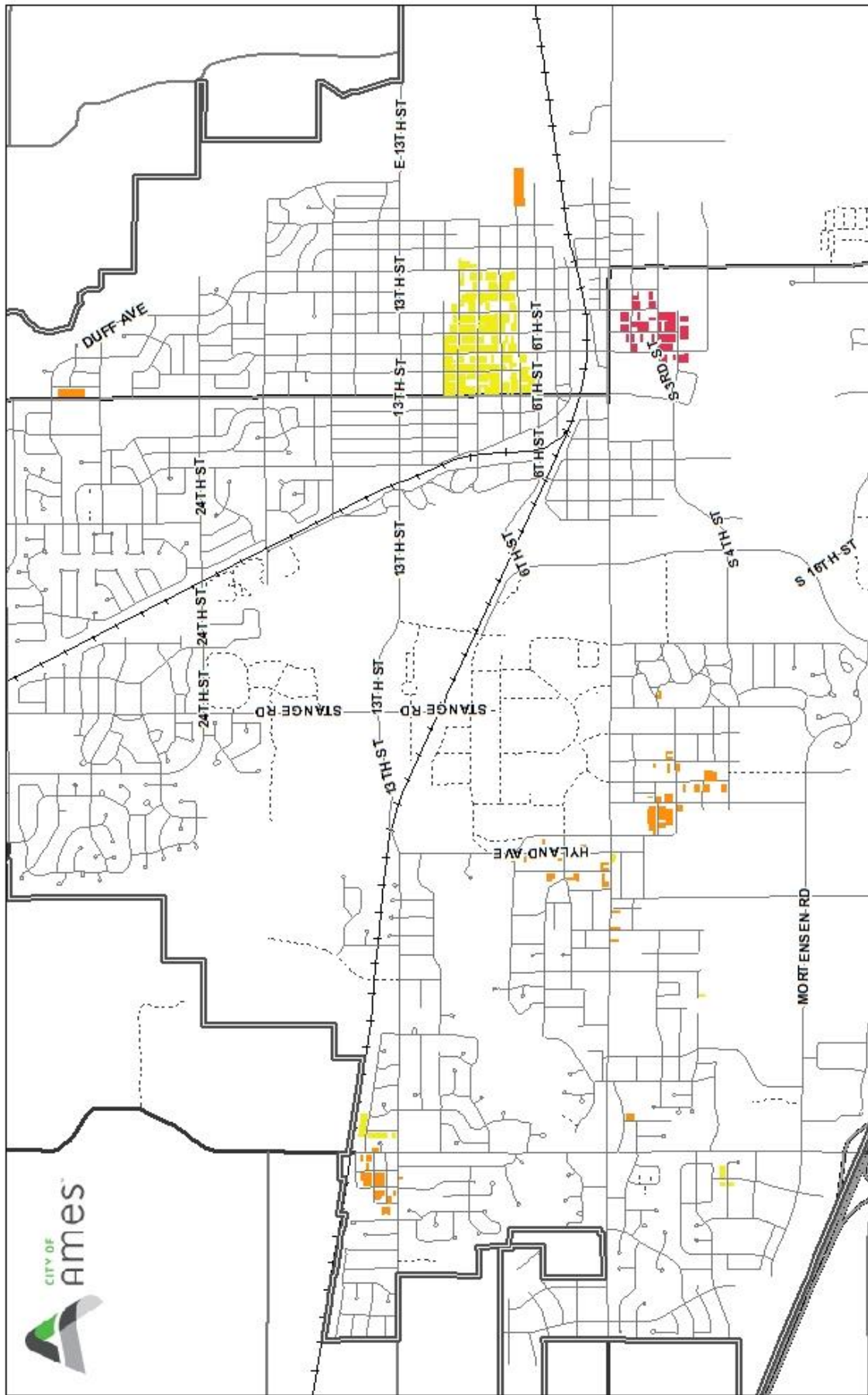
- 1) The first is whether the City Council believes that under current zoning there are enough properties in which a Transitional Living or Social Service Provider use could be established and, if not, should these uses be allowed in additional zoning districts?
- 2) Secondly, are the current definitions appropriate to support the human service agencies' interests or should a new classification for a small group living facility as a "supervised transitional home" be created and allowed within more zoning districts throughout the City?

STAFF COMMENTS:

If City Council determines that the current ordinances of the City do not efficiently or accurately address the needs of the human services agencies, Council should provide direction to staff for initiating a text amendment. An amendment could adjust either the existing definitions within the Zoning Ordinance, permitting process, and or the locational limits of where such uses can be developed or occupying existing structures.

Initiating such a text amendment would be a Council Referral for the Planning Division Work Plan and would need to be defined in scope and prioritized. Creating a new use classification would require a nominal amount of effort to coordinate internally within the Zoning Ordinance definitions for other uses.

The potential greatest amount of time involved in such a change would be if Council believes this is a sensitive issue for neighborhood residents and, therefore, outreach is needed before proceeding with an ordinance for a text amendment. Preparing for and holding meetings would substantially increase the amount of time for such a referral and would need to be included the scope of such a referral.



Single Family and Two-Family Properties in the RM, RH and S-SMD Zoning Districts.

Applicant Letter

CITY MANAGER'S OFFICE

APR 21 2016

April 20th, 2016

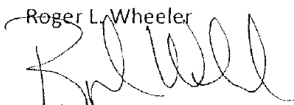
CITY OF AMES, IOWA

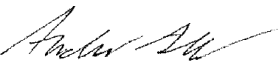
To the honorable Mayor and City Council of Ames, Iowa.

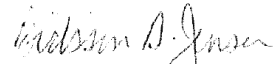
We would like the City of Ames to consider initiating a text amendment that would create a "transitional housing" type of use permitted within residential zoning districts. There is a need to create such a use since most residential zoning districts restrict Group Living and Social Service Provider uses from facilities in single-family home areas and there are very few medium or high density residential zoned properties that can meet the needs of local and incoming social service providers.


Our group is currently working to provide necessary services to the community that provide transitional living arrangements to youth and adults who are fighting addiction and seeking recovery from life trauma that has left them homeless or in need of housing. All of the facilities that we are promoting have live-in supervision and would have reasonable maximum occupancies and lengths of stay.


Please let me know if you have any questions. I will make myself and anyone from our group completely available to council and staff as the need arises.

Roger L. Wheeler

Broker Associate, Century 21 SRE

Andrew Allen

CEO, Youth & Shelter Services

Dickson Jensen

President, Jensen Group

Mike Easton

Cornerstone Church

Tim Day

Professor, ISU

Staff Report

2700 BLOCK OF LINCOLN WAY REDEVELOPMENT STEPS

June 10, 2016

BACKGROUND:

On May 24th, the City Council received a staff report addressing the issues related to initiating a Land Use Policy Plan Amendment, Zoning Text Amendment, and Urban Revitalization Area amendments to support redevelopment of the 1.8 acres of property along the 2700 block of Lincoln Way. **As described in the May 24th report, the developer seeks to assemble seven properties to develop a mixed use project that would consist of ground floor uses of a boutique hotel, commercial square footage, residential lobby and amenity space with approximately 168 apartments totaling 510 bedrooms on the upper levels of a five to six-story building.**

City Council continued this item to June 14th to consider the issues of timing for the project and its relationship to Council's priorities for the Planning Division Work Plan. To develop the described project, seven steps are needed over the next six months to meet the developer's timeline for starting construction of the project in the spring of 2017 to be opened in August 2018. **These steps include: a LUPP Amendment, rezoning, zoning text amendment, designation of an Urban Revitalization Area (URA), a development agreement, a site development plan, and a plat of survey to combine parcels.**

Staff prepared an estimate of time based on considering this request as a Minor LUPP amendment separate from the Lincoln Corridor Plan. **Staff believes that the combination of writing zoning standards, reviewing concepts and providing feedback on site plans and architecture, participating in an outreach meeting, providing staff reports and analysis to the Planning and Zoning Commission and the City Council will require approximately 125 hours of time.** This process would be similar to the amount of time involved in the Kingland redevelopment project in 2013 and the creation of the Lincoln Way Mixed Use Ordinance and Site Plan review for Walnut Ridge project in 2015. The process will also require coordination of staff time with the City Clerk's office and City Attorney for noticing and drafting of ordinances and a development agreement.

The May 24th Staff Report highlighted the following issues as needing City Council direction for proceeding with redevelopment of the 2700 Block. These same issues apply at this time and direction is needed to proceed with the project.

Issue 1 - Should the LUPP amendment process be initiated outside of the Lincoln Corridor Focus Area Evaluation; and if so, would it be a Major or Minor Amendment;

Issue 2 - Should zoning text amendments be initiated to support the rezoning of the property and development of the proposed uses; and

Issue 3 - Is City Council willing to consider providing tax abatement under a site specific URA (separate from Campustown URA Criteria) and enter into a development agreement for the project?

STAFF COMMENTS:

Issue 1

In regards to the process of a LUPP Amendment, staff can support individual evaluation of the project separate from the broader Focus Area of the Lincoln Corridor Plan and that it can be classified as a Minor LUPP Amendment with the understanding the developer will hold a public meeting for neighborhood outreach. Staff has reached this conclusion based on the inconsistency of the current zoning with the LUPP, limited range of options for the site if it is to change, site size, and the developer's commitment to conduct public outreach. However, if a Major Amendment process is preferred by Council for the project, staff would recommend that the site remain as part of the Focus Area evaluation that would continue through the summer so as to not create two significant outreach processes for the same area of the City.

It should be emphasized that as part of the initial evaluation of the project, staff would need to review the sanitary sewer capacity for the expanded project and how traffic levels could be affected by the redevelopment of the site.

Issue 2

In terms of the zoning issues, the proposed use is a hybrid between high density residential and commercial. **Two key questions in this project are the City's interest in expanding the intense redevelopment of Campustown with 5 and 6-story buildings to the west; and if so, should commercial be the primary use on the ground floor of the building as has been customary in CSC zoning, or should the hybrid use be allowed as proposed by the developer.**

If the Council chooses to support this project, staff believes creating a new zoning district of planned commercial or an additional Lincoln Corridor Combining district is preferable to modifying the base zone standards of CSC. Although the project appears to be more residential in nature than commercial, base RH zoning does not work well for the proposal. If the project evolves to have more commercial space that is similar to expectations within the CSC zoning, then edits to the base CSC zoning may be appropriate.

There are additional design issues regarding the activity level and interest levels along the street, building massing, and building materials that would be part of the later site plan level review of the project once the general arrangement of uses is understood for the site. Additionally, if the Council is concerned about the parking requirement of one space per unit, options for a different parking standard should be a part of the text amendment.

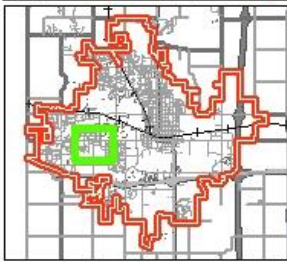
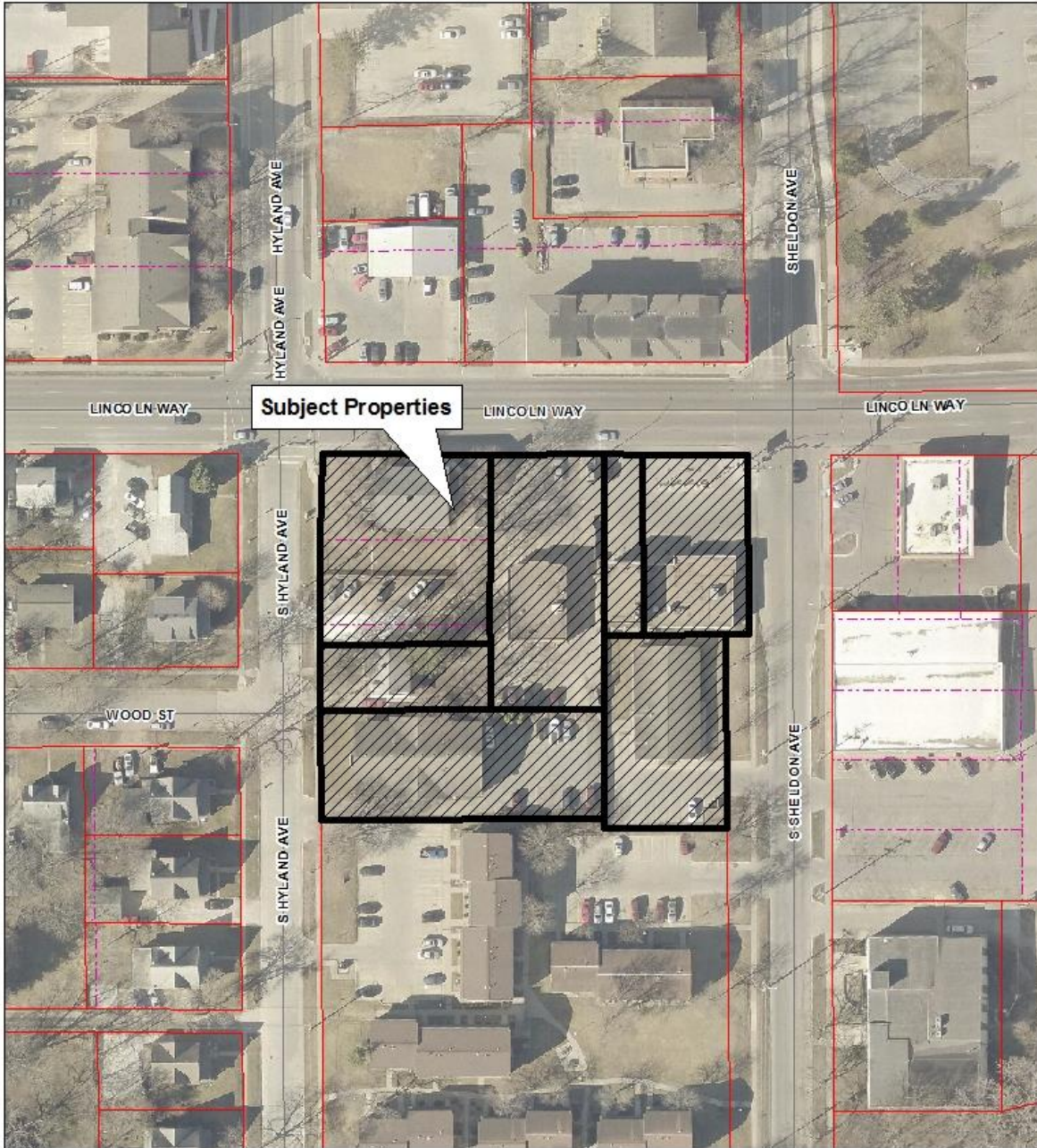
Issue 3

The developer desires partial property tax abatement to facilitate redevelopment of the site. Although the project is modeled after recent campustown projects, it is not the same in complying with the established Campustown URA criteria. This is primarily due to the small amount of retail spaces on the ground floor of the project. However, the developer proposes to do a URA that is subject to Council approval of a project specific plan rather than general criteria.

The requested URA is also a hybrid request as it does not clearly fall within the Council's Commercial Land policy for property tax abatement, nor does it completely match the Campustown expectations. **The developer believes the URA is warranted to ensure that the entire site is redeveloped as a single cohesive project, rather than as a smaller project at the corner of Sheldon within the current CSC zoned area that does not include the residential properties along Hyland. The developer believes the City benefits from the URA and desires to enter into a development agreement to ensure that both the developer's and City interests are met for the project.**

The proposed changes and time commitment could be accommodated within the Planning Division Work Plan as a Minor Amendment process and with the steps described above, only if the City Council chooses in Agenda Item #45 to place a high priority on initiating this project. If the Council decides that this request involves a Major Amendment, there is not sufficient time or staff resources to complete a Major LUPP amendment process this summer as requested by the developer without discontinuing one of the projects already initiated by the staff.

**Attachment A
Location Map**



Location Map
2700, 2702, 2718 and 2728 Lincoln Way,
112 and 114 S. Hyland, and
115 S. Sheldon



Applicant Letter

To: Honorable Mayor and City Council

From: Chuck Winkleblack, Hunziker Companies

RE: Lincoln Way project between Hyland and Sheldon

Date: April 12, 2016

The Developers have been working on this project on the Lincoln Way corridor since last fall. In October of 2015 the Developer requested a minor amendment to the LUPP for this area along the Lincoln Way corridor on the West edge of Campus. The Developers decided to pull back their minor amendment request in order for the Lincoln Way corridor study to get under way. I have been working with the consultant on the corridor study as well as with city staff on this project for the past few months. We urge the council to make the 2700 block of Lincoln Way a focus area that moves forward in parallel to the corridor study as an individual project within the focus area. Planning Director Diekman recommends that we bring this project back as an agenda item on May 10. This area is ripe for development with a Developer waiting for answers, the other areas along the corridor appear to be future potential projects.

The Developer currently has under contract the properties located at 2700, 2702 and 2718 Lincoln Way. Those properties are currently zoned (CSC) and approved for the urban revitalization. The Developer could turn in a site plan for approval and start on this site without any changes to the codes or council action. It is imperative that we get an answer as soon as possible on whether or not the bigger project can move forward. If not the Developer will go forward with this site and have it open for the fall of 2017. I don't believe the smaller project is in the community's best interest.

The Developer currently also has under contract the properties located at 2728 Lincoln Way, 115 S Sheldon, 112 S Hyland and 114 S. Hyland. We need to do a minor LUPP amendment on those four properties. Those properties are currently designated as low density on the LUPP. Those four properties total only a little over 1.1 acres. The small size along with the fact that all of these properties are currently rental properties and the overall condition of most of these properties hopefully will bring you to the conclusion that the minor LUPP amendment makes a lot of sense. The minor amendment request is to change from low density to a combination of RH and CSC.

The project will also require some text amendments to the current code. There will need to be a text amendment to a hybrid of the zoning to allow less commercial on the main floor as well as residential on the ground floor of a mixed use site. Too much commercial along Sheldon and Hyland would not be successful. This approach will emphasize the commercial along Lincoln Way and part of Sheldon facing the campus. The balance of Sheldon and most of Hyland will be used for residential purposes.

The overall approach would be to treat this project similarly to the Kingland project in Campustown in that the changes are site specific and not as an overall change to all of the ordinances currently on the books.

This slight extension of the boundaries of the zoning and urban revitalization are within the spirit and the intent for the area. It makes sense to have intensification and additional student housing across the street from the campus.

My letter last fall to the council also made the following points:

One compelling reason to move this forward and add these properties to this project is that if they are not included in this project it is highly unlikely that these properties will redevelop any time soon. My basis for that argument is based on size and location. The Sheldon property is not large enough to redevelop on its own and will have a large project to the North and to the South. Additionally, by adding it to the project I believe that it will improve the project and provide better access to the larger project away from the Lincoln Way intersection. The other 3 properties are very small, particularly the property at 2728 Lincoln Way. It is a corner property so if it redevelops it will have 2 front yards and 2 side yards. Less than 50% of the property would be able to be built on if it redevelops on its own. There are many economies of scale that will be achieved by combining these properties into one larger project. This is a much better use of the valuable land resource in the area. The age of these "boarding house" type of apartment buildings that are close 100 years old should also play into the decision making process. It is not economically feasible to remodel these older properties. Even if they were remodeled they would leave the ground severely underutilized.

Regarding expanding the urban revitalization area, it is important to remember that the abatement is only on the improvements. The taxes that are currently being paid will continue to be paid going forward. Additionally the new project will pay additional taxes as the abatement is used up and they start paying full taxes. There is no tax revenue lost as a result of this request. If the properties remains as they are today, it will be undervalued and underutilized for the next several decades. The city will lose out on millions of dollars of property tax revenue. Even if these properties are able to be redeveloped the end result will be a significantly smaller project with much less tax revenue coming into the city.

To summarize:

1. The Developer has 2700, 2702 and 2718 Lincoln Way under contact and can go forward with that project with no additional zoning actions required from the council.
2. If the LUPP is not amended the developer will simply move forward with the project on that single property. However the Developer is willing to increase their investment in our community and make this a "win/win" situation. Hopefully, when you look at the map and go look at the properties you will agree that the other properties should be included with this project.
3. Nearly all, if not all, of the properties in the immediate area are already rentals or commercial property.

4. This project is on the door step of the campus. This is exactly where the community wants intensification! The students may or may not have cars here and certainly will not likely use them on a daily basis because they will walk to class and not further burden Cy-ride.

5. When the developer initially met with the City on the Lincoln Way parcels, the planning director brought up the concept of including the other properties.

6. The Developers needs to start on the site late summer or early fall at the latest so that the project can be completed for the fall of 2018. As you can imagine the engineering and architecture involved in a project like this is very expensive and time consuming. The Developer needs to get direction as soon as possible so that they can get moving on the engineering and design.

7. I encourage you to research this Developer. They have done numerous projects throughout the country and I believe they are highly regarded in this industry as an innovator in the student housing market. There web site is rivercaddis.com. They are willing to make a huge investment in our community and have assembled a great building team to design and complete the project.

Thanks in advance for your consideration. I am available to guide any of you on tours inside or around the exterior of any of these three properties if that would be helpful for you to see the age and condition of these properties.

Respectfully submitted,



Chuck Winkleblack

To: Honorable Mayor and City Council
From: Chuck Winkleblack, Hunziker Companies
RE: 2700 Block of Lincoln Way
Date: June 10, 2016

To all concerned:

Nine months ago the Developers started working on this project and have gone through many renditions to get to where we are today. Attached is a copy of the latest version of the project for your consideration. The most recent plan addresses many of the concerns that were brought up at the last council meeting.

On Wednesday June 8, 2016 I presented the revised plan to the CAA board meeting. There should be a letter from the CAA in your packet endorsing the project.

We also have a scheduled meeting with the neighborhood association on Monday evening June 13th at the Memorial Union to listen to go over the latest concept with the neighborhood association.

The updated plan is far more interactive on Lincoln Way and Sheldon. The spaces will be an amenity for the Tenants in the building as well as open to the public. We have been reaching out to local businesses to gauge their level of interest in the building. We intend to work closely with the CAA to help find local Tenants to occupy as many of the retail spaces as possible. There have been preliminary discussions with some of the existing commercial Tenants to come back to the building when it is rebuilt.

One of the comments at the last council meeting was regarding staff's availability to work on this project. It is very important to note that staff will be working on a project in this area either way. The bigger project is somewhat more complicated but I am not sure how much more time it will take to do it over the smaller project. In general the campus town projects are more time consuming. I believe that it is worth the additional staff time to do the larger project. We have been working with staff on the timing of this project since last October so we are not trying to jump to the front of any line

The larger project provides needed housing across the street from the campus. It adds additional retail space as well as the boutique hotel. It dramatically increases the value of the project therefore adding to the tax base for the community.

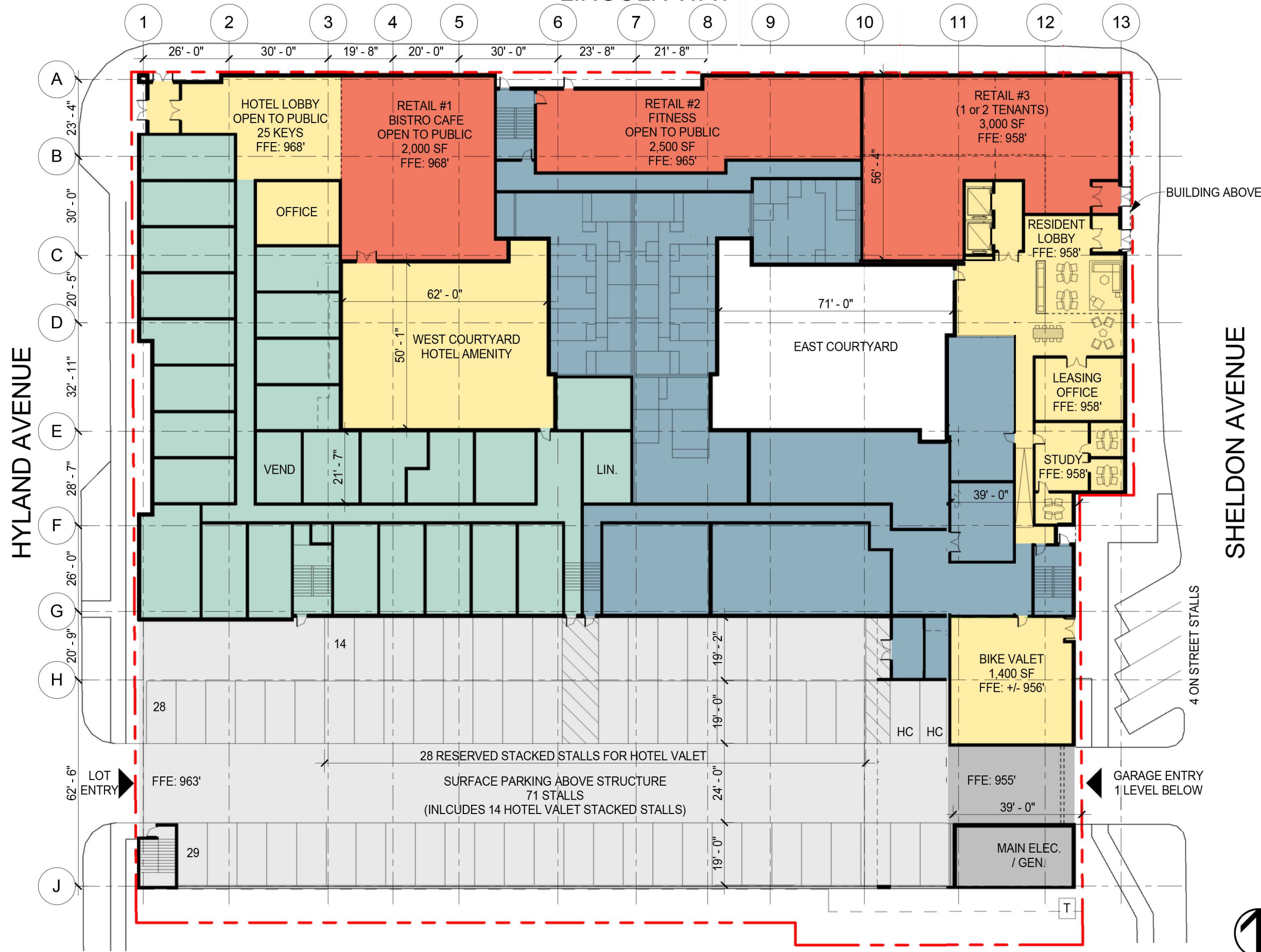
I may follow up with some comments over the weekend after the staff report has been published.

Please let me know if you have any questions prior to the council meeting.

Thanks in advance for your consideration

Chuck Winkleblack, Hunziker Companies

LINCOLN WAY

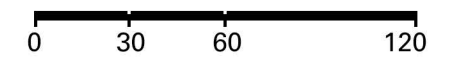


Legend

- Hotel
- Residential
- Retail
- Active Use
- At grade Parking Deck
- Garage Entry Frontage

HYLAND AVENUE

SHELDON AVENUE



JOB #30984

COUNCIL ACTION FORM

SUBJECT: CITY MAINTENANCE FACILITY ROOF REPLACEMENT PHASES 2 AND 3

BACKGROUND:

The City's 34,600 square foot Maintenance Facility is located at 2207 Edison Street. A significant portion of the City's Public Works and Fleet Services Departments operate from this location. The building has been expanded three times over the past 45 years to accommodate increased requirements for services to the growing community. The first and second sections, approximately 20,000 sq. ft., were completed in 1968. These two sections are referred to as the (East) and (Center) sections. In 1977, the addition on the (West) side of the existing building added another 11,000 sq. ft., and the most recent expansion northward onto the (West) section occurred in 1993, bringing the total under roof to 34,600 square feet. The East section was 27 years old and was replaced as Phase 1 in this proposed plan, Phases 2 and 3 will complete the entire roof.

Bids were received as follows:

Bidders	Lump Sum for Roof Replacement
Engineer's Estimate	\$251,000.00
Reliable Roofing	\$206,850.00
Academy Roofing and Sheet Metal Company	\$222,500.00
Central States Roofing	\$236,000.00
Bailey Roofing Contractors, Inc.	\$244,738.00
Brockway Mechanical & Roofing Co., Inc.	\$249,766.00
T & K Roofing Company	\$284,000.00

Phase 1 was completed in FY 2014/15. To take advantage of economies of scale Phase 2 scheduled for FY 15/16 were combined with Phase 3 which is scheduled in FY 16/17. Phase 2 has funding in the amount of \$140,521, which was \$111,000 budgeted in the Capital Improvement Plan for FY 15/16 and \$29,521 carried over from Phase 1. **Phase 3 is budgeted in the amount of \$135,000 in FY 16/17 bringing total funding available to \$275,521.** Engineering design costs were paid in the first phase. Remaining funding will be used to pay for inspection costs. The funding for the project is

equally split between the Water Utility, Sewer Utility, Road Use Tax, and the Fleet Services Fund.

ALTERNATIVES:

1. a. Accept the report of bids for the City Maintenance Facility Roof Replacement Phases 2 & 3
- b. Approve the final plans and specifications for this project.
- c. Award the City Maintenance Facility Roof Replacement Phases 2 & 3 to Reliable Roofing of Des Moines, Iowa in the amount of \$206,850.
2. Reject the bids.

MANAGER'S RECOMMENDED ACTION:

The roof on the City Maintenance Facility has exceeded its useful life and needs to be replaced. The existing roof is frequently being patched for leaks, and the deteriorating condition increases the potential for costly structural damage or damage to the contents of the building. The new roof will provide a 25 year warranty.

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

COUNCIL ACTION FORM

SUBJECT: AMES/ISU ICE ARENA LIGHTING REPLACEMENT PROJECT

BACKGROUND:

This project is to replace the lighting over the ice at the Ames/ISU Ice Arena. In 2012, an energy assessment was conducted for the Ice Arena to determine where potential savings could be achieved. One item identified was replacing the existing metal halide lamps over the ice with LED lighting. Not only are the existing lamps energy inefficient, they do not provide enough light to meet the NCAA standards for collegiate hockey games. These lights also take time to warm up once started, so turning them off to save energy can only be done when there is a long period of time before the next activity on the ice sheet.

KCL Engineering of West Des Moines was hired to assess the lighting and provide recommendations to maximize energy savings and meet the lighting standards of the Ice Arena user groups. Lighting bids were solicited for the following items:

Base Bid – Provide all labor, equipment, materials, and other components necessary to replace the existing metal halide lighting with LED lighting and keep the current on/off controls functions.

Alternate #1 – Add dimming controls and dimmable LED lamps so the lighting could be dimmed between 10% and 100% of full intensity.

Ice Arena Lighting Project

Bidder	Base Bid	Add Alternate #1	Total Bid with Alternate
Van Maanen Electric, Inc., Newton, IA	\$38,046	\$6,800	\$44,846
Jaspering Electric, Ames, IA	\$42,400	\$4,940	\$47,340
NAI, Ames, IA	\$50,200	\$9,100	\$59,300

ENERGY COMPARISON:

Below is a breakdown of the energy savings comparison between the base bid and the Alternate. This comparison assumes the lights will be dimmed for different activities. While some users may be concerned as to why some activities get 100% lighting while others get less than full intensity, dimming may be used when no activities are taking place on the ice or for activities that do not require the full intensity of the light. The engineer recommends installing the dimming controls and lamps now, since the alternate bids came in less than anticipated and this option would be much more costly to add in the future. It is important to note that the dimmed LED lights will have a light output similar to what is available with the current lighting, which is sufficient for non-competitive and recreational use of the ice.

	<u>Base Bid</u>	<u>Bid w/Alternate</u>
Existing Lighting Annual Energy Costs	\$23,048	\$23,048
New Lighting Est. Annual Energy Costs	\$6,146	\$4,610
% Energy Savings	73%	80%
Annual Savings	\$17,982	\$19,518
Payback (in years)	2.0	2.6

PROJECT COST AND FUNDING:

The total cost of the Lighting Replacement Project is as follows:

Base Bid	\$ 38,046
Alternate #1	\$ 6,800
Design Fees	\$ 10,000
Estimated Rebates	<u>(\$15,840)</u>
Total Project Cost	\$ 39,006

After retaining an engineer to complete plans and specifications, it was discovered that the project would likely require additional funding. The engineer's estimate, including the base bid, Alternate #1, design fees and rebates, was \$60,760.

Funding in the amount of \$20,000 was included in the FY 2015/16 Capital Improvement Plan for this project. Additional funding in the amount of \$19,006 is available from savings in the Rubber Flooring Replacement Project at the Ice Arena.

The contractor will be completing this project August 1-5.

ALTERNATIVES:

- 1a. Award the Ice Arena Lighting contract to Van Maanen Electric, Inc. of Newton, Iowa, for the base bid and Alternate #1, in the amount of \$44,846.
- b. Authorize reallocation of \$19,006 of savings from the Ice Arena Flooring Project to the Ice Arena Lighting Project.
2. Award the Ice Arena Lighting contract to another contractor and authorize reallocation of savings from the Ice Arena Flooring Project to cover the shortfall in funding.
3. Accept the report of bids but do not award a contract at this time.
4. Reject all bids.

MANAGER'S RECOMMENDED ACTION:

The proposed project (base bid) will replace the lighting over the ice at the Ice Arena which will result in significant energy savings. The lighting will also meet the NCAA standards for collegiate hockey games. By approving Alternate #1, greater energy savings can be achieved, and staff will have the flexibility to dim the lights based on each program or activity's lighting needs. In addition, the Ice Arena user groups are supportive of improving the lighting.

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

COUNCIL ACTION FORM

SUBJECT: ZONING TEXT AMENDMENTS RELATED TO THE RESIDENTIAL LOW DENSITY PARK ZONE MINIMUM BUILDING SETBACK AT AN EXTERIOR BOUNDARY LINE

BACKGROUND:

The public hearing for the proposed text amendment was continued by the City Council at the request of the applicant from May 10th to June 14th.

Flummerfelt's Shady Grove M.H.C., LLC is requesting a text amendment to the minimum building setback regulations of manufactured home park exterior boundary lines. The City Council received a letter requesting a text amendment referral at its February meeting and allowed the applicant to initiate an amendment. **The applicant's request is to reduce the perimeter setback from 30 feet to 10 feet.** The exterior boundary along a street would remain at 30 feet. The current setback regulations for mobile homes have existed as part of the previous R-5 zoning prior to 2000 and were carried over to the Residential Low Density Park (RLP) zoning district when the City adopted a new zoning ordinance in 2000.

Flummerfelt's Shady Grove M.H.C., LLC own multiple manufactured home parks across the community, but is currently concerned about the park at 1002 Dayton. **The applicant states that the most marketable and desirable mobile home at this time is a 76-foot long single modular width home. This specific home type is unable to be placed in the buildable area of the perimeter boundary lots of the mobile home park located at 1002 Dayton Avenue under the current RLP development regulations.** The current buildable area on the perimeter lots is 60 feet in depth. To accommodate a 76-foot long mobile home, a minimum of 16 additional feet of buildable area would need to be added to the perimeter lots. The resulting home placement would be 14 feet from the perimeter property line with the 76-foot home.

Many of the single-wide homes in the park located at 1002 Dayton, as well as other similar styled mobile home parks in the community, range in length from 60 to 78 feet. Many of the existing mobile home parks are at or near capacity in terms of number of homes. Any text amendment affects three separate RLP zoned areas of the community that contain mobile homes. This includes the Dayton area as well as two additional areas are located just off of South Duff at Southeast 16th street and on the south side of south 16th street and north of Highway 30.

Parks are laid out in a manner that simulates lotting, but they are not necessarily subdivided into individual lots. One key element of RLP zoning and a Major Site

Development Plan is that the design of the park includes common open space and amenities in addition to specifying the manufactured home spaces and layout of the park. The Site Plan approval for the Dayton Park sited lots at this location that are 10 feet less in depth than the interior lots despite the greater setback requirement. The current setbacks have a 30-foot rear perimeter building setback along the exterior lot line of the boundary lots in mobile home parks and a 15 foot interior street side setback. Since most mobile home parks do not have individual lots with a rear property line, the RLP standards also include a 20-foot building to building separation requirement.

The applicant has stated he has limited choices of how to place home on the current lots and wants to expand the range of options. The applicant has described that the current lots allow for placement of used double wide manufactured homes. **New build manufactured homes from his suppliers do not fit in the buildable area of the perimeter lots at 1002 Dayton.** Newly built homes are typically a minimum of 64 feet in length for double wide homes, smaller single wide homes are 66-72 feet, and the developer's desired single-wide home model of 76 feet. The applicant described cost differences between these homes as used homes being available for under \$40,000, new single wide 76-foot long homes priced below \$60,000, and new double wide homes priced around \$90,000. To place any of the newly built homes on the perimeter lots, some adjustment to the 30-foot setback standard would be needed.

In staff's opinion, the key consideration of allowing a change to setback requirements is potential incompatibility and transition to neighboring uses. The existing manufactured home parks have a variety of adjacent uses that include residential, commercial uses, and industrial uses. Changing the rear setbacks at an exterior boundary line will allow for the manufactured homes to come within a much closer distance to potential future industrial uses neighboring the 1002 Dayton Avenue site.

The General Industrial zone, which abuts a large portion of the property in question at the Dayton location allows for the potential of large scale industrial buildings within 20 feet of residentially zoned property. The combination of GI setbacks and RLP setbacks would create a 50-foot separation of buildings with a landscape buffer yard along the property line and installed by the industrial user. With the proposed change, an industrial building could be as close as 30 feet from a manufactured home with an intervening buffer.

At its April 20th meeting, the Planning & Zoning Commission discussed the text amendment proposal, why such a specific change was needed, and how it would affect the intended character and development in RLP zoning districts. Ultimately the Commission voted to recommend the City Council adopt the applicant's proposal in an effort to support expanded affordable housing opportunities within the City.

Staff believes the 30-foot setback has merit in attempting to help mitigate compatibility and transition to dissimilar uses at the perimeter of a manufactured home park. When considering options with the Planning and Zoning Commission, staff believed that

maintaining the setback was important due to the variety of adjacent uses to manufactured home parks and trying to ensure a more desirable living environment. Staff also considered an option for a 20-foot setback as more desirable than the proposed 10-foot setback. The 20-foot distance would match the minimum rear yard expectation of single-family homes in standard residential zoning districts. If the 20-foot option was adopted, it would allow the applicant to place either used manufactured homes as he can do now or new homes under 70 feet in length on the perimeter lots. It would not allow for the largest homes that are 76 feet in length to be placed upon the perimeter lots. Changing to 20 feet would only partially meet the applicant's interest.

If the developer is not successful with a zoning text amendment request, they may choose to pursue a setback variance for the north perimeter lots within the Dayton park based on the limitation of the lot size related to the specifications of newly constructed manufactured homes and hope to demonstrate to the Zoning Board of Adjustment they meet the criteria for a variance.

ALTERNATIVES:

1. The City Council can decline to adopt the proposed amendments and maintain a 30-foot perimeter setback requirement.
2. The City Council can on first reading approve the ordinance allowing for a 10-foot setback at exterior boundary lines when not abutting a public right of way in RLP zoning districts as shown in the attached draft ordinance.
3. The City Council can approve alternative language for reduced setbacks and adopt an ordinance on first reading.

MANAGERS RECOMMENDATION:

The proposed changes reduce the required distance manufactured homes must be from exterior boundary lines that do not abut a public right-of-way. The main question concerning this text amendment consists of what is an appropriate transition to adjacent properties and if increasing the range of house types that may be placed on exterior lots is warranted. The rear setback requirement is not intended to provide for active open space as that need is met through the side yards and common open space requirements within the park. Its purpose is to provide for transition and buffering of adjacent uses as an important component of quality living environments.

While there are only five parks within the City, there are a wide variety of uses adjacent to manufactured home parks that are not typical of most residential areas of the City. When touring the older areas of mobile home parks there a distinct difference in how little separation there is from other homes compared to the newer parks. The primary mitigating factor of the reduced setback is the buffering that the General Industrial properties are required to meet with building separation, wall, and landscaping

requirements. For the Dayton property, all of the abutting industrial lots are required to provide this buffering as they develop.

The new mobile homes at the Dayton site would likely be placed prior to the completion of adjacent development. Other existing parks adjacent to commercial areas are already non-conforming in their perimeter setbacks and would likely not be affected by the change. Any new RLP zoned property could mitigate issues of adjacency through the site plan approval process where site specific standards could be imposed. **With the belief that the existing parks will likely be minimally affected by the change and that the abutting General Industrial buffering and setbacks will help address transition areas, reducing the setback can be supported to promote a wider range of housing choices.**

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #2, which is to approve the proposed text amendment allowing a 10 foot setback at an exterior boundary line.

Attachment A-Applicant Requested Changes

Table 29.705(5)

Residential Low Density Park (RLP) Zone Development Standards

DEVELOPMENT STANDARDS	RLP ZONE
Minimum Parcel Size for a Manufactured Home Park	10 acres
Maximum Density of Manufactured Home Spaces	7/gross acre
Minimum Area of Manufactured Home Space	To be determined by the size of the manufactured homes, separation requirements and occupied lot area ratios
Maximum Area of Detached Garage	600 sf.
Minimum Lot Frontage	35 ft., only in a Manufactured Home Subdivision.
Minimum Building Setback, Manufactured Homes Interior Street Line Exterior Street Line <u>Exterior Non Street Boundary Line</u> Between Manufactured Homes Including Structural Additions	15 ft. 30 ft. <u>10 ft.</u> 20ft.
Minimum Building Setbacks, Detached Garages Interior Street Line <u>From Exterior Non Street Boundary</u> <u>Exterior Street Line</u> Between Detached Garages and Manufactured Homes	20 ft. <u>10 ft.</u> <u>20 ft.</u> 6ft.
Minimum Recreation Area	8%
Maximum Height	15 ft. or 1 story, whichever is lower
Parking Allowed Between Buildings and Streets	No
Drive-Through Facilities Permitted	No
Outdoor Display Permitted	No
Outdoor Storage Permitted	No
Trucks and Equipment Permitted	No

Attachment B

TEXT AMENDMENT TO THE ZONING ORDINANCE TABLE 29.705(5) “RLP” RESIDENTIAL LOW DENSITY PARK ZONE

- A. Explanation of Reasons for the Zoning Text Amendment. In the quest for affordable housing, manufactured homes have become a significant option, as the construction and structures have become more and more similar to stick-built residences as time has progressed. Manufactured homes are no longer metal-sided disposable temporary housing as was common in the past, but have become structures with fully-insulated walls, insulated windows, and pleasant looking exteriors. As the progress in appearance, the efficiency and comfort of living has progressed over the years, the model most attractive to consumers has trended to 76 feet in length. 76 foot manufactured homes would typically have around 1,000 square feet of living area with amenities found in stick-built residences of comparable size. The size and the amenities have attracted consumers to the 76' model, and manufacturers have developed processes that make the 76' model the “best buy” for cost per square foot and living comfort. Unfortunately, major site development plans of the past have not necessarily considered this length of manufactured home when establishing exterior boundaries. In order to accommodate the demand for this popular and livable model of manufactured home, Flummerfelt Four Seasons M.H.C. LLC is seeking a Text Amendment to Table 29.705(5), amending minimum building setback, manufactured home park exterior boundary line to ten feet (10').

The purpose of the zoning amendment is to enhance the living experience for those seeking affordable housing in Ames by allowing them to buy the best value-priced home and while having affordable housing, live in the same comfort as those in stick-built residential districts. As shown by the attached Plat, without the Text Amendment, as many as thirty future owners of affordable homes would be deprived of the opportunity to receive the best value and larger square footage available in the 76' model.

For safety and aesthetics, the thirty foot (30') setback would remain in place for exterior boundaries that abut public roadways and other exterior boundaries would be amended to ten feet (10'). The Text Amendment would have no effect on clearance between structures or interior setbacks for the development.

- B. Description of the Property, Zones, and/or Areas Affected. The zoning for Four Seasons Park major site development plan is RLP; it's location on South Dayton Avenue is surrounded by commercial zoning. The major site development plan is attached showing the description of the development and amenities of the development. Also attached is the GSI map showing a view of the area.

Attachment B Continued

- C. Explanation of Consistency of Text Amendment with Land Use Policy. The preface to the Land Use Policy has been critical of the density of housing in the City of Ames in the past. A manufactured home village assists the City in achieving greater density with less land consumption, and a facility like Four Seasons Park provides amenities to the homeowner that are typically only available in dramatically more expensive neighborhoods.

The 2030 housing projection in the Land Use Policy shows substantial need for additional single-family housing, and certainly mentions that housing should be affordable. Part of affordable housing is having the best features available in that affordable housing, and because of the manufacturing methods of the 76' model manufactured home, the features like countertops, cabinets, and sinks, are roughly equivalent to what one would find in those stick-built in the 1,000 to 1,200 square foot size. Having single-family housing available with competitive features that is affordable is in complete harmony with the Land Use Policy.

Chapter 2 of the Land Use Policy shows that of 2,834 acres to be put into future use, 2,291 of those acres are for one and two family housing, 336 acres to multiple family housing, and only 75 acres dedicated to other alternatives for housing. Since the future amount dedicated to residential low-density park zones is so small in comparison to other forms of housing, it is important that we strive to allow those homeowners to have the most affordable per square foot and attractively-sized units as possible.

Finally, because RLP areas are generally surrounded by multi-family or commercial zoning, there is no impact from this proposed Text Amendment on the Land Use Policy.

- D. Existing Ordinance. The existing language is found in Table 29.705(5), the title is Minimum Building Setback, Manufactured Home Park Exterior Boundary Line. The requirement then states thirty feet (30') except for awnings and raised open decks that may extend ten feet (10') into this setback. A photocopy of Chapter 29, Article 7, Pages 9 and 10, are attached hereto for full context.
- E. Proposed Ordinance Language. The development standard side of the Table would remain unchanged; the proposed text change under "RLP Zone" would read as follows:

"Thirty feet (30') for exterior boundary abutting public roadways, except for awnings and raised open decks that may extend ten feet (10') into this setback; exterior boundaries not abutting public roadways, ten feet (10')."

ORDINANCE NO.

AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY REPEALING SECTION 29.705(5) TABLE AND ENACTING A NEW SECTION 29.705(5) TABLE THEREOF, FOR THE PURPOSE OF AMENDING THE RESIDENTIAL LOW DENSITY PARK ZONE MINIMUM BUILDING SETBACK AT AN EXTERIOR BOUNDARY LINE; REPEALING ANY AND ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT TO THE EXTENT OF SUCH CONFLICT; AND ESTABLISHING AN EFFECTIVE DATE.

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

Section One. The Municipal Code of the City of Ames, Iowa shall be and the same is hereby amended by repealing Section 29.705(5) Table and enacting a new Section 29.705(5) Table as follows:

“(5) **Zone Development Standards.** The zone development standards for the RLP Zone are set forth in Table 29.705(5) below:

**Table 29.705(5)
Residential Low Density Park (RLP) Zone Development Standards**

DEVELOPMENT STANDARDS	RLP ZONE
Minimum Parcel Size for a Manufactured Home Park	10 acres
Maximum Density of Manufactured Home Spaces	7/gross acre
Minimum Area of Manufactured Home Space	To be determined by the size of the manufactured homes, separation requirements and occupied lot area ratios
Maximum Area of Detached Garage	600 sf.
Minimum Lot Frontage	35 ft., only in a Manufactured Home Subdivision.
Minimum Building Setback, Manufactured Homes Interior Street Line Exterior Street Line Exterior Non Street Boundary Line Between Manufactured Homes, including structural additions	15 ft. 30 ft. 10 ft., 20 ft.
Minimum Building Setbacks, Detached Garages Interior Street Line From Exterior Non Street Boundary Exterior Street Line Between Detached Garages and Manufactured Homes	20 ft. 10 ft., 20 ft. 6 ft.
Minimum Recreation Area	8%
Maximum Height	15 ft. or 1 story, whichever is lower
Parking Allowed Between Buildings and Streets	No
Drive-Through Facilities Permitted	No
Outdoor Display Permitted	No
Outdoor Storage Permitted	No
Trucks and Equipment Permitted	No

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

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

Passed this _____ day of _____, _____.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor