

AMENDED
AGENDA
REGULAR MEETING OF THE AMES CITY COUNCIL
COUNCIL CHAMBERS - CITY HALL - 515 CLARK AVENUE
AUGUST 23, 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.

CALL TO ORDER: 6:00 p.m.

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

1. Motion approving payment of claims
2. Motion approving Minutes of Regular Meeting of August 9, 2016
3. Motion approving Report of Contract Change Orders for August 1-15, 2016
4. Motion approving extended Outdoor Service Privilege (September 10-11) for Tip Top Lounge, 201 East Lincoln Way
5. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class E Liquor, C Beer, & B Wine – Hy-Vee Drugstore, 500 Main Street
 - b. Special Class C Liquor & B Native Wine – Indian Delights, 127 Dotson Drive
 - c. Class C Liquor – Mandarin Restaurant of Ames, 415 Lincoln Way
 - d. Special Class C Liquor & Outdoor Service – Noodles & Company, 414 South Duff
 - e. Class E Liquor, C Beer, & B Wine – Cyclone Liquors, 626 Lincoln Way
 - f. Class E Liquor, C Beer, & B Wine – Kwik Stop Liquor & Groceries, 125 6th Street
6. Ames High Homecoming Committee Requests for Homecoming Parade on Monday, September 12, 2016:
 - a. Resolution approving closure of Parking Lot MM, south half of Parking Lot M, portions of CBD Lot Z, and portions of Main Street, Burnett Avenue, Kellogg Avenue, Fifth Street, Clark Avenue, and Pearle Avenue from 5:30 p.m. to approximately 7:30 p.m.
 - b. Resolution approving waiver of parking meter fees in Main Street Cultural District from 1:00 p.m. to 6:00 p.m. and for Parking Lot N from 4:00 p.m. to 6:00 p.m.
 - c. Resolution approving waiver of fee for Fireworks Permit
 - d. Motion approving fireworks permit for display after football game (approximately 8:15 p.m.) on September 16, 2016
7. Motion approving request for Fireworks Permits for display from Jack Trice Stadium for ISU Home Football Games:
 - a. Saturday, September 3
 - b. Saturday, September 24
 - c. Saturday, October 1
 - d. Saturday, October 29
 - e. Thursday, November 3
 - f. Saturday, November 19
 - g. Saturday, November 26

*Additional Item: Resolution approving reallocation of approved funds in the amount of \$50,000 for outside counsel to be split between Coppola Law Firm (prosecution assistance) and Hopkins and Huebner Law Firm (time-sensitive matters)

8. Resolution approving Federal Aviation Administration Grant for 2015/16 Airport Improvements Program (Terminal Building Site - Phase 2 Utilities)
9. Resolution approving 2016/17 Agreement with Ames Economic Development Commission
10. Resolution approving Iowa DOT/City Funding Agreement for 2016/17 CyRide Route Pavement Improvements (S. 3rd & 4th)
11. Resolution approving Professional Services Agreement with Bolton & Menk of Ames, Iowa, for the Teagarden Area Drainage Improvements project in an amount not to exceed \$69,500
12. Power Plant Conversion Project:
 - a. Resolution approving Change Order No. 3 to Sargent & Lundy in an amount not to exceed \$154,000 for Engineering Services
 - b. Resolution authorizing use of \$637,011 of unspent funds from Cooling Tower Replacement Project
13. Resolution setting September 13, 2016, as date of hearing for transfer of right-of-way at South Dayton Place and U. S. 30 to Iowa DOT
14. Resolution setting September 13, 2016, as the date of public hearing for vacating Water Main Easement at 1010 Dickinson Avenue
15. Resolution waiving motorized vehicle prohibition to allow mobility-impaired individuals to tour Ada Hayden Heritage Park on September 14, 2016
16. Resolution approving plans and specifications for the WPC Trickling Filter Pump Station Pipe Recoating Project; setting September 20, 2016, as bid due date and September 27, 2016, as date of public hearing
17. Resolution approving preliminary plans and specifications for 2007/08 Shared Use Path Expansion (Oakwood Road); setting September 21, 2016, as bid due date and September 27, 2016, as date of public hearing
18. Resolution awarding contract for Bernels and Hotel Vault Lid Replacements for Electric Services Department to Woodruff Construction, LLC, of Ames, Iowa, in the amount of \$61,700
19. Resolution awarding contract to Wesco Distribution of Des Moines, Iowa, in the amount of \$69,336 (inclusive of Iowa sales tax) for Aluminum Cable for Electric Services
20. Resolution approving contract and bond for CyRide - Interceptor Pit Upgrades 2016
21. Resolution accepting completion of GT1 Combustion Turbine - Generator Preaction Sprinkler System, Carbon Dioxide System, and Fire Alarm Upgrade
22. Resolution approving completion of Inis Grove Sand Volleyball Court Lighting Project
23. Resolution approving partial completion of public improvements and reducing security requirement for Sunset Ridge Subdivision, 6th Addition

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

PLANNING & HOUSING:

24. East Industrial Annexation:
 - a. Motion referring Annexation Petitions to Planning and Zoning Commission
 - b. Motion designating Planning and Housing Department staff as representative to the consultation with Township Trustees and County Supervisors
25. Supervised Transitional Homes:
 - a. Motion directing staff to prepare Zoning Text Amendment to support adding use of supervised transitional homes

26. Resolution approving Preliminary Plat for Aspen Business Park, 3rd Addition (516 S. 17th Street)

FIRE:

27. Staff Report on complaint about property located at 4004 Phoenix Street:
a. Motion providing direction to staff

PUBLIC WORKS:

28. Fixed-Base Operator (FBO) selection for Ames Municipal Airport
a. Resolution approving Classic Aviation of Pella, Iowa, as City's preferred FBO and directing staff to begin negotiations for new management contract
29. South Skunk River Watershed Improvements (City Hall Parking Lot):
a. Motion rejecting bids and directing staff to rebid project at a future date

ADMINISTRATION:

30. Staff Report on capital funding for Human Services agencies

FINANCE:

31. Resolution approving sale of General Obligation Essential Corporate Purpose Bonds, Series 2016A, in a principal amount not to exceed \$12,705,000
32. Resolution approving waiver of Purchasing Policies and awarding contract to Black Box Network Services for single-source purchase of Unify Phone System upgrade

HEARINGS:

33. Hearing on Ames Plant to N.E. Ankeny 161 kV Transmission Line Relocation:
a. Motion accepting report of bids and delaying award of contract
34. Hearing to enter into a Sewer Revenue State Revolving Fund Planning and Design Loan Agreement in an amount not to exceed \$375,000:
a. Resolution entering into Agreement
35. Hearing on proposed contract for sale of City-owned property at 1125 Maxwell Avenue in connection with Community Development Block Grant Neighborhood Sustainability Program (Continued from July 12, 2016):
a. Resolution approving Contract with Habitat for Humanity
36. Hearing on proposed contract for sale of City-owned property at 306 Wellons Drive in connection with Community Development Block Grant Neighborhood Sustainability Program (Continued from July 12, 2016):
a. Resolution approving Contract with Habitat for Humanity
37. Hearing on Revision to Master Plan for 499 Sunflower Drive (South Fork Subdivision, 8th Addition):
a. Resolution approving Zoning Agreement for Adoption of Revised Master Plan for Outlot A
b. Resolution approving Revised Preliminary Plat
38. Hearing on Amendment to a Major Site Development Plan for parking lot landscaping for Green Hills Planned Residence District, 2200 Green Hills Drive:
a. Resolution approving Amendment

ORDINANCES:

39. First passage of ordinance assigning newly annexed properties to Ward 3, Precinct 1; and Ward 3, Precinct 4
40. Second passage of ordinance changing name of Grant Avenue to Hyde Avenue
41. Second passage of ordinance rezoning 720 South Duff Avenue from Agricultural (A) and Highway-Oriented Commercial (HOC) to Highway-Oriented Commercial (HOC)
42. Third passage and adoption of ORDINANCE NO. 4269 to allow clubhouses in FS-RM Zoning District

43. Third passage and adoption of ORDINANCE NO. 4270 establishing “No Parking Here to Corner” on west side of Eaton Avenue from Bristol Drive south for 325 feet; and establishing “No Parking Here to Corner” on west side of public alley from Bristol Drive north for 180 feet
44. 5871 Ontario Street:
 - *Additional Item: Resolution approving Zoning Agreement for Adoption of Master Plan
 - a. Third passage and adoption of ORDINANCE NO. 4271 rezoning, with Master Plan, 5871 Ontario Street from Agricultural (A) to Suburban Residential Low Density (FS-RL)

COUNCIL COMMENTS:

ADJOURNMENT:

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

MINUTES OF THE REGULAR MEETING OF THE AMES CITY COUNCIL

AMES, IOWA

AUGUST 9, 2016

The Regular Meeting of the Ames City Council was called to order by Mayor Ann Campbell at 6:00 p.m. on the 9th day of August, 2016, in the City Council Chambers in City Hall, 515 Clark Avenue. Council Members Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, and Chris Nelson were present; Peter Orazem arrived late. *Ex officio* Member Sam Schulte was absent.

CONSENT AGENDA: Council Member Betcher asked to pull Item No. 19 (Plans and Specifications for Airport Terminal Building) for separate discussion.

Moved by Gartin, seconded by Betcher, to approve the following items on the Consent Agenda:

1. Motion approving payment of claims
2. Motion approving Minutes of Regular Meeting of July 26, 2016
3. Motion approving certification of civil service applicants
4. Motion approving Report of Contract Change Orders for July 16-31, 2016
5. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class C Liquor – Olde Main Brewing Co., 316 Main Street
 - b. Class C Liquor, B Wine, & Outdoor Service – The Mucky Duck Pub, 3100 South Duff Avenue
 - c. Class C Liquor – Es Tas Stanton, 216 Stanton Avenue
 - d. Class C Liquor – El Azteca, 1520 South Dayton Avenue
 - e. Class B Beer – Flame-N-Skewer, 2801 Grand Avenue
 - f. Class C Beer & B Wine – Hy-Vee Gas #5013, 4018 Lincoln Way
 - g. Class C Liquor – Deano’s, 119 Main Street
6. Motion approving extended Outdoor Service Privilege (August 20-August 21) for Sips & Paddy’s Irish Pub, 126 Welch Avenue
7. Motion approving 5-day (August 23-August 27) Class C Liquor License & Outdoor Service for Gateway Market MLK at ISU Alumni Center, 420 Beach Avenue
8. Motion approving 5-day (September 3-September 7) Class C Liquor License for Olde Main Brewing Company at CPMI Event Center, 2321 North Loop Drive
9. RESOLUTION NO. 16-445 approving appointment of Anuprit Minhas to fill vacancy on Planning and Zoning Commission
10. Requests from KHOI Community Radio for “KHOI 4B” Celebration” on August 13, 2016:
 - a. Motion approving blanket Temporary Obstruction Permit and blanket Vending License
 - b. RESOLUTION NO. 16-446 approving waiver of fees for blanket Vending License
 - c. RESOLUTION NO. 16-447 approving waiver of parking meter fees
 - d. RESOLUTION NO. 16-448 approving street closure and suspension of parking enforcement for 400 block of Douglas Avenue from 9 AM to 10 PM
11. Public Art Commission:
 - a. Motion approving deaccession of “Horse” sculpture
 - b. Motion accepting “A Chinese Lantern Plant” artwork into Public Art Collection
12. RESOLUTION NO. 16-449 setting date of public hearing on a proposal to enter into a Sewer Revenue State Revolving Fund Planning and Design Loan and Disbursement Agreement in a principal amount not to exceed \$375,000
13. General Obligation Corporate Purpose Bonds, Series 2016A:

- a. RESOLUTION NO. 16-450 approving Official Statement
 - b. RESOLUTION NO. 16-451 setting date of sale for August 23, 2016, and authorizing electronic bidding for the sale
14. RESOLUTION NO. 16-452 approving Remote Parking for 111 Lynn Avenue, 2311 Chamberlain Street, and 2315 Chamberlain Street
 15. RESOLUTION NO. 16-453 approving Engineering Services Agreement with RDG Planning & Design of Des Moines, Iowa, in an amount not to exceed \$74,260 for 2016/17 Storm Water Erosion Control Program
 16. RESOLUTION NO. 16-454 approving amendment to Engineering Services Agreement with Veenstra & Kimm of West Des Moines, Iowa, for western segment of 2014/15 West Lincoln Way Intersection Improvements (Lincoln Way and Franklin Avenue) in an amount not to exceed \$179,394
 17. RESOLUTION NO. 16-455 approving Amended Lease with iWireless for cellular antenna installation on Bloomington Road Elevated Tank
 18. RESOLUTION NO. 16-456 approving preliminary plans and specifications for Squaw Creek Water Main Protection Project; setting September 7, 2016, as bid due date and September 13, 2016, as date of public hearing
 19. RESOLUTION NO. 16-458 approving contract and bond for 2016/17 Pavement Restoration Program - Contract 2: Slurry Seal Program
 20. Scaffolding and Related Services and Supplies for Power Plant:
 - a. RESOLUTION NO. 16-459 accepting completion of Contract with All American Scaffold of Des Moines, Iowa, in the amount of \$41,644.42
 - b. RESOLUTION NO. 16-460 approving preliminary plans and specifications; setting August 31, 2016, as bid due date and September 13, 2016, as date of public hearing
 21. Ada Hayden Heritage Park Asphalt Path Overlay:
 - a. RESOLUTION NO. 16-461 approving Change Order for additional asphalt
 - b. RESOLUTION NO. 16-462 accepting completion
 22. RESOLUTION NO. 16-463 approving completion of Ames/ISU Ice Arena Evaporative Condenser Replacement Project
 23. RESOLUTION NO. 16-464 accepting completion of FY 2015/16 Specialized Heavy Duty Cleaning Services for Power Plant Boilers
 24. RESOLUTION NO. 16-465 accepting completion of FY 2015/16 Power Plant Breaker and Relay Maintenance
 25. RESOLUTION NO. 16-466 approving Plat of Survey for 5752 George Washington Carver (The Irons)

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

PLANS AND SPECIFICATIONS FOR 2015/16 AIRPORT IMPROVEMENTS PROGRAM (AMES EXECUTIVE TERMINAL BUILDING): City Traffic Engineer Damion Pregitzer stated that the updated budget has allowed for the construction of a new 7,000 square-foot terminal building with all of the services the City was hoping for. The engineer's estimate for this project has come in below budget. This action will allow the City to go out for bids.

Council Member Betcher said that, due to her past votes regarding the new Terminal Building, she would not be supporting this action.

Moved by Nelson, seconded by Corrieri, to adopt RESOLUTION NO. 16-457 approving preliminary plans and specifications for the 2015/16 Airport Improvements Program (Ames Executive Terminal

Building); setting September 7, 2016, as bid due date and September 13, 2016, as date of public hearing.

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

PUBLIC FORUM: Mayor Campbell opened Public Forum. Public Forum was closed after no one came forward to speak.

REQUEST TO RENAME AMES SKATE PARK IN MEMORY OF GEORGIE TSUSHIMA:

Keith Abraham, Parks and Recreation Director, reviewed this request to name the City's Skate Park in honor of Georgie Tsushima, who passed away in July 2015. He reminded the Council that it was over a year ago when a request came before the City to name the City's Skate Park in honor of Georgie. At that time, the City did not have a policy or formal guidelines related to the naming of parks. Mr. Abraham advised that over the course of several drafts, a proposed naming policy was adopted by the Parks and Recreation Department and City Council. An application was submitted and reviewed by staff. The request to name the Ames Skate Park the "Georgie Tsushima Memorial Skate Park" falls under the category of "Outstanding Individuals" in the policy. Because the criteria for naming the Skate Park was met under this category, it is staff's recommendation that it be named in memory of Georgie Tsushima.

McKenzie Heddens, 3814 Quebec Street, Ames, Iowa, wished to publicly thank all those entities that had taken time to listen to their request and concerns. She read a letter from Georgie's brother, Jyoshu Tsushima, into the record. In their advocating for the naming of the park after Georgie, it was his vision to empower others with the same sense of self-fulfillment through skateboarding. Naming the Skate Park after Georgie is to embrace his qualities and vision.

Teresa Downing, 1005 Jarrett Circle, Ames, Iowa, thanked everyone for being advocates regarding the parks's renaming over the past year. She indicated that given everything that has happened, it is truly an honor to have the Skate Park named in her son's honor.

Moved by Nelson, seconded by Betcher, to adopt RESOLUTION NO. 16-467 approving the naming of the Ames Skate Park the "Georgie Tsushima Memorial Skate Park."

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

AMES PUBLIC LIBRARY FRIENDS FOUNDATION REQUEST REGARDING CONSUMPTION OF ALCOHOL ON LIBRARY PREMISES DURING AFTER HOURS FUND-RAISING EVENT:

Lynne Carey, Library Director, introduced Sarah Barchman and Al Campbell, members of the Library Board of Trustees, and Jennie LeGates, former Library Board member and now a member of the planning committee for this fund-raising event. Ms. Carey said that a request had been received from the Ames Public Library Friends Foundation to grant use of the Library to stage a fundraiser planned as a celebration of new art installations throughout the Library. All the proceeds would be used to enhance Library programs and services.

The Foundation wishes to apply for a license to serve beer and wine for this event planned for October 14, 2016. She reported that a similar request from the Library Board was supported by the Council for a gala event held in conjunction with the Library's grand re-opening in September 2014.

Library Director Carey indicated that, at this time, they are only asking for the Council's support for the Friends to come back with an application for the October event. Board Member Campbell stated that the Library Board unanimously supported the Friends Foundation's request.

Upon questioning by Council Member Gartin, Assistant City Manager Brian Phillips advised that the Friends group would obtain dram shop liability insurance for the event, and that it would not be covered by the City. Ms. Carey stated that there were provisions in the Library's policies that do not allow public groups the ability to serve alcohol in any of the Library's reserved conference rooms.

Moved by Nelson, seconded by Gartin, to support the request from the Ames Public Library Friends Foundation allowing consumption of alcohol on the Library premises for an after hours fund-raising event on October 14, 2016.

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

Mayor Campbell advised that, at the developer's request, the next three items on the Council's agenda would be heard last. Council Member Orazem was not present at this time, but was traveling to Ames and was expected to be in attendance before the meeting was over.

HEARING ON ZONING TEXT AMENDMENT TO ALLOW CLUBHOUSES IN FS-RM ZONING DISTRICT (second and third readings requested): Mayor Campbell opened the hearing.

Planning Director Kelly Diekmann reported that at issue in this text amendment is whether the use of a clubhouse should be permitted within the Floating Suburban Medium-Density Residential (FS-RM) zoning district. It is being requested that the Council add that provision to that zoning district. The proposed change would always be subject to a Major Site Development Plan approval by the Planning and Zoning Commission and the City Council. Mr. Diekmann stated that it is being requested that second and third readings of the ordinance be approved at tonight's meeting.

Council Member Betcher questioned why it was important to pass this text amendment on all three readings tonight.

Alex Galyon, 121 North Russell Avenue, Ames, Iowa, indicated that the adoption of the ordinance makes a significant difference in allowing him to get a building permit as soon as possible. Director Diekmann advised that a site plan can not be effective until the ordinance has passed on all three readings. Staff has indicated that this is relatively non-controversial, and the developer wants to move forward.

Discussion was held regarding the possibility of adding the second reading of this ordinance to the Council's workshop agenda on August 16. Then the third passage and adoption could be attained at the Council's next regular meeting on August 23.

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

Moved by Gartin, seconded by Beatty-Hansen, to pass on first reading an ordinance to allow a clubhouse as an accessory use within the Floating Suburban Medium-Density Residential Zoning District (FS-RM).

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

Moved by Gartin, seconded by Corrieri, to suspend the rules necessary for the adoption of an ordinance.

Roll Call Vote: 2-3. Voting aye: Gartin, Corrieri. Voting nay: Beatty-Hansen, Betcher, Nelson. Motion failed.

HEARING ON MAJOR SITE DEVELOPMENT PLAN FOR 5310 MORTENSEN ROAD: Mayor Campbell declared the hearing open.

Assistant Planner Justin Moore explained that the developer is requesting approval of a Major Site Development Plan for an apartment complex consisting of 15 3-story buildings with 12 units per building. This totals 180 units, which meets the density requirements. The proposed development follows a pattern and orientation that features the buildings constructed along the outside areas of the property with parking and drive aisle areas in the middle of the site. The project includes two rows of garage parking in combination with surface parking. Mr. Moore further explained that FS-RM zoning includes requirements for common open space as part of development, and due to the limited density allowances, also has a large amount of landscaped area on the site. The common open space abuts the site to the west as an outlot to serve all of the FS-RM development. The landscape plan includes detailed descriptions of the required parking lot screening and conceptual design for an outdoor gathering area and additional tree buffering along the Highway 30 frontage along the south property line. The developer has worked with staff and has made revisions to the plan to address general landscaping along the Highway 30 frontage and some of the parking islands.

Director Diekmann reiterated that Outlot A, adjoining the site, is common area for support of the FS-RM development. The developer has requested that details for the outlot open space be deferred until after approval of the site development plan. The applicant has agreed to submit a site plan for Outlot A prior to any certificates of occupancy being issued on the current site. The Council will have the opportunity to review and approve the plan prior to the issuance of the certificates. Staff recommends approval of this condition for the proposed project.

Mayor Campbell closed the hearing.

Moved by Betcher, seconded by Nelson, to adopt RESOLUTION NO. 16-469 approving the Major Site Development Plan for 5310 Mortensen Road, with the following conditions: 1) that a site plan and proposed use of Outlot A be approved prior to issuance of any certificates of occupancy for any apartment building; and, 2) that approval be conditioned upon approval of the clubhouse text amendment.

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

HEARING ON REZONING OF 720 SOUTH DUFF AVENUE: Mayor Campbell opened the hearing.

Planner Charlie Kuester said that the owner of the property, Amerco Real Estate of Phoenix, Arizona, is requesting the rezoning of a single parcel of land at 720 South Duff Avenue. The owner also owns the property at the U-Haul site at 710 South Duff Avenue. He explained that the site currently has split zoning (Agricultural and Highway-Oriented Commercial), and the intent is to rezone the parcels to Highway-Oriented Commercial.

Mr. Kuester reported that there were two issues at the time of platting for this property – those being the non-standard width of access of Duff Avenue, and a rezoning contract was needed to address the use of the site. The access to the site is narrow and doesn't meet the width requirements of the subdivision ordinance. The subdivision plat was approved, but it was recognized that the access would not support traffic associated with some commercial uses. Staff suggested that a contract rezoning to limit the intensity of uses might be considered at the time of rezoning. The contract would also establish a requirement for a cross access easement across the west edge of the U-Haul property, which would replace the current access easement recorded with the final plat. To that end, the owner has agreed to the contract that would limit the use of the site to mini-storage warehouse facilities.

Upon questioning, Mr. Kuester responded that the floodway easement on the southeast portion of the property does not have any permitted uses, and is limited to vegetative cover. The ground cover would be some type of plant that would prohibit erosion. The floodway easement would be monitored as part of the stormwater management plan. Planning Director Diekmann said that the easement is already in place and the landscape plan and stormwater management plan would be provided by a Special Use Permit through the Zoning Board of Adjustment.

Mayor Campbell closed the hearing.

Moved by Betcher, seconded by Corrieri, to adopt RESOLUTION NO. 16-470 approving the Rezoning Contract for 720 South Duff Avenue.

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

Moved by Corrieri, seconded by Gartin, to pass on first reading an ordinance rezoning, with Rezoning Contract, 720 South Duff Avenue from Agricultural (A) and Highway-Oriented Commercial (HOC) to Highway-Oriented Commercial (HOC).

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

HEARING ON VACATING OF PUBLIC ACCESS EASEMENT AT 720 SOUTH DUFF AVENUE: The hearing was opened by Mayor Campbell.

Planner Kuester reiterated that this Public Access Easement had been created as part of the final plat for the U-Haul Subdivision in May 2016. A new Cross Access Easement will be recorded concurrently with the Rezoning Contract for 720 South Duff Avenue.

The hearing was closed by Mayor Campbell.

Moved by Gartin, seconded by Betcher, to adopt RESOLUTION NO. 16-471 approving the vacation of a Public Access Easement at 720 South Duff Avenue.

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

HEARING ON AMENDMENT TO MAJOR SITE DEVELOPMENT PLAN FOR 3505 AND 3515 LINCOLN WAY: Mayor Campbell opened the hearing.

City Planner Karen Marren reported that in September 2015, the Council had approved a Major Site Development Plan to allow for the development of a commercial and residential mixed-use development for 3505 and 3515 Lincoln Way. Due to some corrections needed on the architectural plans to address building code requirements for the interior stairways, the owners are requesting approval of an amendment to the site plan. Their plan is to build two bump outs to address the code requirements. These will be built along the west facade of the west building and the east facade of the east building.

The hearing was closed by Mayor Campbell.

Moved by Nelson, seconded by Betcher, to adopt RESOLUTION NO. 16-472 approving an amendment to the Major Site Development Plan for 3505 and 3515 Lincoln Way.

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

HEARING ON STATE REVOLVING LOAN FUND CLEAN WATER LOAN FOR LIFT STATION IMPROVEMENTS: Mayor Campbell opened the hearing. No one wished to speak, and the Mayor closed the hearing.

Moved by Betcher, seconded by Corrieri, to adopt RESOLUTION NO. 16-473 entering into a loan and disbursement agreement in an amount not to exceed \$797,000.

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

HEARING ON CYRIDE - INTERCEPTOR PIT UPGRADES 2016: Mayor Campbell opened the hearing.

Sheri Kyras, Transit Director, advised that the original CyRide building was built in 1983. Since it is now over 30 years old, certain portions of the facility are in need of rehabilitation. One of the areas in need of upgrades is the interceptor pits that collect the sand and oil. She reported that funding is secured by a Federal Capital Grant in the amount of \$300,000; the Transit Agency has included \$75,000 for replacement of these pits.

Mayor Campbell closed the hearing.

Moved by Nelson, seconded by Corrieri, to adopt RESOLUTION NO. 16-474 approving final plans and specifications and awarding a contract to Woodruff Construction, LLC, of Ames, Iowa, in the amount of \$229,915, contingent upon approval by the Ames Transit Agency Board of Trustees.

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

HEARING ON SOUTH SKUNK RIVER BASIN WATERSHED IMPROVEMENTS (CITY HALL PARKING LOT RECONSTRUCTION): Mayor Campbell opened the hearing, and closed same when no one wished to speak.

Moved by Betcher, seconded by Corrieri, to accept the report of bids.

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

ORDINANCE CHANGING NAME OF GRANT AVENUE TO HYDE AVENUE: City Engineer Eric Cowles stated that back in December 2015, the Council had directed the Legal staff to draft an ordinance changing the street name from Grant Avenue to Hyde Avenue in the recently annexed northern area. Since a portion of the street is outside the City limits, City staff has been working with the County to rename the sections of Grant Avenue located within the County. The County plans to have the adoption of its ordinance run concurrently with the third passage and adoption of the City's ordinance for the renaming of the street.

Council Member Orazem arrived at 6:48 p.m.

Moved by Betcher, seconded by Corrieri, to pass on first reading an ordinance changing the name of Grant Avenue, located within the City limits, to Hyde Avenue.

Roll Call Vote: 6-0. Motion declared carried unanimously.

ORDINANCE ESTABLISHING PARKING REGULATIONS ON EATON AVENUE: Moved by Betcher, seconded by Nelson, to pass on second reading an ordinance establishing "No Parking Here to Corner" on west side of Eaton Avenue from Bristol Drive south for 325 feet; and establishing "No Parking Here to Corner" on west side of public alley from Bristol Drive north for 180 feet.

Roll Call Vote: 6-0. Motion declared carried unanimously.

ORDINANCE REZONING, WITH MASTER PLAN, 5871 ONTARIO STREET: Moved by Nelson, seconded by Corrieri, to pass on second reading an ordinance rezoning, with Master Plan, 5871 Ontario Street from Agricultural (A) to Suburban Residential Low Density (FS-RL).

Roll Call Vote: 6-0. Motion declared carried unanimously.

ORDINANCE REZONING 3599 GEORGE WASHINGTON CARVER AVENUE: Moved by Corrieri, seconded by Betcher, to pass on third reading and adopt ORDINANCE NO. 4268 rezoning 3599 George Washington Carver Avenue from Agricultural (A) and Suburban Residential Low Density (FS-RL) to Planned Residence District (F-PRD).

Roll Call Vote: 6-0. Motion declared carried unanimously.

The meeting recessed at 6:50 p.m.

The meeting reconvened at 6:55 p.m.

LAND USE POLICY PLAN (LUPP) FUTURE LAND USE MAP AMENDMENT FOR 2700 BLOCK OF LINCOLN WAY: City Planner Karen Marren advised that in April, the Council referred to staff a letter from Chuck Winkleblack, representing the developer, River Caddis Development, LLC. The developer is seeking a Minor Amendment to the Land Use Policy Plan (LUPP) for the 2700 block of Lincoln Way, which includes seven properties, totaling 1.8 acres. The LUPP designation for the property is currently Low Density Residential, and it is proposed to change the land use designation to Downtown Service Center (DCS) in order to rezone the site to Campustown Service Center (CSC) for construction of a mixed-use development. Ms. Marren explained that staff has gone through the analysis and found that the project is generally consistent within the City's infrastructure capacity and services to the site. She further explained that some of the elements looked at by staff are: the site is located at the west end of the existing Campustown area, and it is surrounded by Low Density Residential to the west, and High Density Residential to

the north and to the south. Generally, it meets the intent of the LUPP. Staff felt that it can support the land use change to DSC.

Sarah Cady, 2812 Arbor Street, Ames, Iowa, stated her concerns with rezoning the site to Campustown Service Center. She indicated that the properties currently being developed in Campustown are very dense; this property would approach about 300 bedrooms/acre. She further indicated that the property south of the development has about 60 bedrooms/acre, and across the street is detached low-density housing at about three to five houses/acre. Ms. Cady felt that the development proposal has such high density compared to existing buildings. Although the property is part of a transitional area, the development needs some steps down in terms of density. She isn't opposed to mixed-use, although the CSC zoning is not necessarily in line with the land use for this parcel. She could not be in favor of this proposal in its current version. Ms. Cady reported that she would like to see a more pleasing environment (with green space, trees, etc.) instead of a concrete environment. The height of the building needs to be reduced to three stories, and she did not like the architectural elements of it, either. Ms. Cady stated that the building has too much of an urban, industrial look, doesn't blend with the neighborhood, and eliminates all possible green space.

Chuck Winkleblack of Hunziker & Associates, 105 South 16th Street, Ames, Iowa, explained that this proposal is a logical extension of the service area. It will provide "stoppage" of the more urban feel as you go to the west.

Upon questioning, Director Diekmann stated that it is staff's opinion that commercial development does not continue west. Furthermore, it is still critical that the development meets the commercial character of Campustown as a transition site between commercial areas to the east and residential areas to the west. Staff will not support the CSC zoning beyond the site for this proposed development.

Council Member Betcher stated that she voted against this matter the last time the Council talked about the LUPP change, because she felt that it should be a part of the Lincoln Way Corridor Study. She is not supportive of this proposal for that reason – not because it is the wrong land use for this area, but because the process has been skirted.

After some discussion, Director Diekmann explained that if the developer chose to pursue a smaller development on the portion that is CSC, they could do so without coming to the City Council for approval. The trade-off is that the Council can have significant input on the property's development in this case.

Council Member Orazem stated that he doesn't understand why there is discontentment with this proposed development. This is not the most ideal neighborhood in Ames, as there are apartments to the south, west, and north. The proposed site also has a parking lot and a Duncan Donuts on the east. Therefore, the developer would not be removing the most attractive buildings in the city. Council Member Orazem said that this is an area that will not be harmed by a hotel and restaurants, and that this proposed development will enhance the neighborhood.

Council Member Corrieri said that she believes the residents in the neighborhood would actually like to see more hotels and restaurants in the area. However, they are concerned with just the sheer number of people and issues of parking that would extend out into that neighborhood. If there would be ways to buffer that and still work with the developer to address their needs, she felt that this project could be good for everyone.

Council Member Beatty-Hansen stated that she did vote no initially so that this site could be a part of the Lincoln Way Corridor Study. However, by moving this project forward, the City Council is still able to give its input.

Moved by Gartin, seconded by Corrieri, to adopt RESOLUTION NO. 16-468 approving the Land Use Policy Plan (LUPP) Future Land Use Map Amendment for 2700, 2702, 2718, and 2728 Lincoln Way, 112 and 114 South Hyland Avenue, and 115 South Sheldon Avenue from Low-Density Residential to Downtown Service Center.

Roll Call Vote: 5-1. Voting aye: Beatty-Hansen, Corrieri, Gartin, Nelson, Orazem. Voting nay: Betcher. Resolution declared adopted, signed by the Mayor, and hereby made a portion of these Minutes.

INITIATING THE CREATION OF URBAN REVITALIZATION AREA AND DEVELOPMENT AGREEMENT FOR 2700 BLOCK OF LINCOLN WAY (RIVER CADDIS DEVELOPMENT): Planning Director Kelly Diekmann advised that the developer is seeking to initiate the creation of an Urban Revitalization Area (URA) and the negotiation of a development agreement for its development concept. He reported that the developer, River Caddis Development, LLC, has made a couple of changes to its concept plan since before the Council in June 2016.

Chuck Winkleblack, Hunziker & Companies, explained that, to date, the developer has pursued interest in two different versions of the project – a boutique hotel option and a large hotel option. The developer was not able to move forward with the larger hotel project due to code constraints in providing for increased parking on the site. There have been some changes as the project evolves from what was presented in June.

Jeff Smith, Opus Design Build, Clive, Iowa, gave a quick overview of the mixed-use development concept. The project is very similar to the one presented during the June 14, 2016, with a few small tweaks. He described the locations of what will be the guest rooms, bistro space, commercial space, a membership fitness facility for residents and the public, a residential lobby, and leasing office—all on the ground floor along the streets. The project would include parking at grade accessed from Hyland Avenue and parking that is below grade accessed from Sheldon Avenue. In addressing the setback at the ground level along Lincoln Way, it is the developer's intent to widen the sidewalk from its current 8 feet to 12 feet, with a desire of 15 feet, if feasible. Mr. Smith explained that the boutique hotel portion is much the same as the previous plan, however, the development will provide a minimum of 20 hotel rooms instead of 25.

Council Member Betcher referred to the roof deck amenity space above the parking garage. Mr. Smith said this space will provide a water feature, grill, and outdoor lounge area. The developer has been working with City staff to incorporate screen walls and protection for individuals below the space. From a public safety standpoint, Mr. Smith felt that they will be able to come up with a solution to address any of those concerns. The open space will be limited to daylight hours only, and then will be locked off and closed to the residents. This space will only be accessible through the residential area. Ms. Betcher questioned the reasoning for placing the roof deck on the south side of the site. Mr. Smith stated that it was placed in that location to maximize the sunlight and allow views to the Campus. Council Member Betcher noted that there didn't appear to be anything to buffer the sound; therefore, she had concerns about the configuration for that space.

Kevin McGraw, River Caddis Development, LLC, East Lansing, Michigan, stated that with regard to the boutique hotel concept and its viability, their managers believe it can be managed very effectively. The developers understand that this can not be student housing. This mixed-use development will work, because there is a market at this location.

Discussion ensued regarding the density of the proposed project. Mr. McGraw stated that the most cost effective way they can build is to go up with more floors. This development will have the best amenities, and managers will be on site to correct any issues that should arise.

Planning Director Diekmann indicated that with regard to the development agreement, staff and the developers need to have general direction on any specific issues that need to be addressed for the proposed project. He referred to the mix of uses at the site, and indicated that it hasn't been reviewed for complete zoning compliance. The subject site is partially within the Campustown URA, which includes criteria for use, design, and public safety that must be met before a property is eligible for partial property tax abatement. The developer desires creation of a new URA for the site rather than having the current Campustown URA applied to the whole site. Furthermore, the developer's design with the hotel and arrangement of uses does not conform to the Campustown use requirements, and rather than request changes to the Campustown URA, they would prefer to have the Council enter into a development agreement for a project-specific URA.

Mr. Smith referred to the concept floor plan of each level and reviewed the features which denote the uses, such as the retail spaces, the hotel, bike valet, and apartments. It was noted that a small number of bedrooms would not have an external window; this would occur in some of the five-bedroom units. Discussion took place regarding the architectural finishes requiring a 100% / 80% brick ratio. The developer has asked that it not be held to that same standard that has been required for other projects in Campustown.

With regard to general issues that could apply to the project site based upon the current Campustown URA, City staff created the following in working with the developer on the project concept:

1. Require a minimum amount of commercial space with multiple tenant options
 - a. Require a minimum of one full restaurant space with initial installation of mechanical chases and other related improvements for full cooking abilities.
 - b. Creation of a minimum of one tenant space that is less than 1,200 square feet to support a small business need.
2. Utilize public safety measures from the Campustown URA matrix for video surveillance, wider doors, hallways, stairwells, fixed windows, restrictions on access of residents to commercial areas. (This would allow for approval of roof deck amenity space, subject to police review.)
3. Require development of a minimum of 25 hotel rooms. (This has now changed to a minimum of 20 hotel rooms.)
 - a. Include terms for operation of boutique hotel for room rentals and having on site staff.
4. The key project design components would be decided through approval of specific architectural elevations and a site plan.
 - a. Use of clay brick, a high percentage of windows on the upper levels, and architectural metals to create building identity and interest.
 - b. Allowance for other façade materials to be included in a façade as secondary materials.
 - c. Bring facade materials down to the street level to avoid a look of a large building placed on a podium.
 - d. Include elements of building relief to break down long facades.
 - e. Include commercial window transparency along the street level.

- f. Promote features of unique identity as described in the Campustown Ideabook.
 - g. Promote use of “walk-up” residential apartment units along Hyland.
5. Limit signage to Lincoln Way and Sheldon. A sign program identifying general design details, lighting style, and locations shall be approved by Planning staff prior to the issuance of a sign permit.
 6. Provide a setback at the ground level along Lincoln Way to widen the sidewalk’s functional width from its current 8 feet to 12 feet, with a desire of 15 feet, if feasible.

Director Diekmann stated that no plans were being approved at tonight’s meeting, however, the Council’s direction was needed if it was interested in creating a new URA for this project. Staff would then work with the developer to refine the proposed project. He was hopeful that the draft URA Plan and developer’s concept would be coming back to the City Council at its September 27 meeting.

Council Member Betcher stated that her biggest concern is that the design of the building looks much like the Kingland Building, and it doesn’t look like anything else in the neighboring area. It is out of keeping with the traditional buildings within the area, and she felt it would go a long way in helping this building transition if it had a more traditional look.

Council Member Beatty-Hansen questioned Mr. Diekmann about what methods the City has to ensure that the hotel space will not be used as residential lodging. He stated that the standard in the zoning ordinance that separates household living and short-term lodging is the duration of the stay (which is limited to 60 days). More than 60 days is considered household living, which would be an apartment. Director Diekmann said that it would be difficult to monitor this. However, it could be managed through a rezoning contract or development agreement based on tax incentives. He explained that the fundamental question is whether the Council wants to mandate a hotel, or not.

Council Member Orazem advised that his interest in this project is the fact that there is a hotel involved, as it creates an additional source of demand for Campustown, which currently is not there.

Mayor Campbell stated that the Council needs to provide staff with general direction on any of the specific issues to be addressed. It was determined that each of the items would be voted on by separate motion.

Moved by Betcher, seconded by Corrieri, to require a minimum amount of commercial space with multiple tenant options; and, a) require a minimum of one full restaurant space with initial installation of mechanical chases and other related improvements for full cooking abilities; and, b) require the creation of a minimum of one tenant space that is less than 1,200 square feet to support a small business need.

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

Moved by Orazem, seconded by Nelson, to utilize public safety measures from the Campustown URA matrix for video surveillance, wider doors, hallways, stairwells, fixed windows, restrictions on access of residents to commercial areas, thereby allowing for approval of roof deck amenity space, subject to police review.

Council Member Betcher said she has grave concerns about the amenity deck and would not want to incentivize the kinds of disturbances that she has experienced at the one outdoor facility that does

exist in Campustown. She did not want to see the approval of the deck, because it is located on the south side, which is most open to the residential area and noise pollution carries.

Moved by Betcher, seconded by Beatty-Hansen, to amend the motion by removing approval of the amenity deck space from the original motion.

Much discussion took place regarding the amenity deck space. Council Member Betcher said she was concerned for the quality of life in the neighborhoods surrounding this site. She did not believe that the amenity deck is a requirement for the students to rent there.

Council Member Gartin stated that it is difficult to make decisions with ambiguous levels of concern. He asked the developer if there were things that could be done, design-wise, to alleviate those concerns.

Kevin McGraw advised that the design characteristics of the roof deck are to minimize the impact of noise, and a lot of these would be from the windows themselves. This portion of the project will be very costly, and it will be worth it because he believes it is an important amenity for this development. He further stated that if the Council took this away now, he would not have the chance to address it. He asked the Council to allow him the opportunity to research what can be done to create some level of sound barrier.

Director Diekmann reported that the URA Plan will have features in it regarding the amenity deck space, so it will not be some vague criteria that staff is administering. This language will either be in the Plan, or not.

Council Member Betcher withdrew her motion to amend.

Moved by Betcher, seconded by Beatty-Hansen, to amend the motion as it relates to the amenity deck by including “subject to utilizing safety and noise reduction measures.”

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

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

Moved by Orazem, seconded by Betcher, to require development of a minimum of 20 hotel rooms.

a) Include terms for operation of a boutique hotel for room rentals and having on-site staff.

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

Moved by Betcher, seconded by Corrieri, to limit signage to Lincoln Way and Sheldon Avenue. A sign program identifying general design details, lighting style, and locations shall be approved by Planning staff prior to the issuance of a sign permit.

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

Moved by Betcher, seconded by Corrieri, to provide a setback at the ground level along Lincoln Way to widen the sidewalk’s functional width from its current 8 feet to at least 10 feet.

Council Member Beatty-Hansen said that she would like the developers to understand that the sidewalks need to be made as wide as possible.

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

Planning Director Diekmann advised that the project design components under No. 4 are very general, so if the Council has any specific issues, those need to be made known now.

Council Member Betcher felt that this building looks like Buchanan Hall “2,” which she thinks is ugly. She stated that these design components do not fit with the surroundings of that area.

Council Member Beatty-Hansen indicated that she, too, was not thrilled with the design of the building and that it is very “blocky.”

Council Member Gartin advised that these architects have been trained in design, and their goal is not to design an ugly building. He is reluctant to get into the process of designing these buildings. The Council’s goal should be consistency among developers. The architect’s goal is to build a structure that they are proud of.

Much discussion ensued regarding the aesthetics of the building’s exterior design.

Mayor Campbell suggested that Item 4 be sent back to staff and the developer for more refinement and that the Council move forward with the other items.

Mr. Diekmann indicated that staff and the developer could work with, to some degree, the exterior design materials of this project, and come back with different materials. There are different degrees of direction to give staff. But the height requirements, door entrance placements – those are issues that will change the interior design of the building.

Mr. Smith, stated that the URA criteria, from an architectural perspective, is what was used to guide the development of the elevations. Part of their request is to waive some of the specific requirements of 100% brick up four stories on the front of the building. This is one of the requirements that they are technically not meeting. The reason for that request is to do what the Council suggests, which is to offer more flexibility on how the materials are used.

Jay Fourniea, Opus Design Build, Minnetonka, Minnesota, explained that the developers took a more contemporary approach to use a mix of materials, which is what they are seeing in the market today. He said that there are some basic architectural components that speak to the Campustown URA guidelines. Mr. Fourniea described the building materials and the architectural elements of the proposed building. He stated that when they come back with the final design, they will have a material board for the Council to view. He further stated that it is the color of the proposed brick itself (light and dark grays) that makes the building stand out. This is more striking than what has been seen in the past.

Council Member Betcher referred to the Campustown Service Center zoning requirements, where the Council calls out “conserving and preserving existing valuable characteristics by assuring compatibility between existing and new development.” To her, it is the glass and metal elements of the structure that makes it incompatible with what is surrounding it.

Moved by Corrieri, seconded by Beatty-Hansen, to approve the following key project design components through approval of specific architectural elevations and a site plan: a) use of clay brick, a high percentage of windows on the upper levels, and architectural metals to create building identity and interest; b) allowance for other façade materials to be included in a façade as secondary materials; c) bring facade materials down to the street level to avoid a look of a large building placed

on a podium; d) include elements of building relief to break down long facades; e) include commercial window transparency along the street level; and, f) promote features of unique identity as described in the Campustown Ideabook; and to strike Item g).

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

MIXED-USE DEVELOPMENT STANDARDS IN CAMPUSTOWN SERVICE CENTER (CSC) ZONING DISTRICT: Director of Planning Kelly Diekmann advised that the developer of the site within the 2700 block of Lincoln Way has requested that the Council initiate a text amendment to allow for a mixed-use development to be constructed in a similar manner to mixed-use developments in Campustown Service Center zoning, but to allow for some household living residential uses on the ground floor. He stated that the Council had consented to initiating a text amendment at an earlier meeting this summer to consider either changes to the CSC base zoning requirements or to create a new combining district for mixed-use along Lincoln Way.

Mr. Diekmann reported that street level activity is critical. A primary interest within the CSC zoning is to allow for intense development in an urban format that maintains Campustown's identity as a pedestrian-oriented commercial area. This approach fulfills the vision of the Land Use Policy Plan for the Service Center designation. The developer of the proposed site on Lincoln Way wants to build a mixed-use development that includes commercial on the ground floor of the building, but could also have household living for apartments or a hotel on the first floor of a building. Director Diekmann stated that to fully meet this interest for household living to occur (without being above commercial uses), staff believes two primary provisions of CSC zoning are likely to need changes to permit the developer's plan. A change to one minor provision for window percentages may also be needed. The changes are: 1) to allow for household living on the ground floor of a "non-commercial street;" and, 2) to allow household living above a short-term lodging (hotel) use. Mr. Diekmann noted that hotels are already an allowed use, but not with apartments above.

Mr. Diekmann advised that staff believes that there are four primary approaches to addressing the developer's request, which are as follows:

- Alternative #1 - Require a specified amount of commercial floor area based upon frontage.
- Alternative #2 - Allow for sites with multiple street frontages to place residential uses across from another residentially zoned site.
- Alternative #3 - Residential and Mixed-Use Combining District.
- Alternative #4 - Allow for a short-term lodging use on the ground floor with household living above.

Director Diekmann said that staff is seeking direction from the Council as to which one is a concept to consider. Staff would come back with an ordinance as quickly as possible after Council gives direction.

Council Member Beatty-Hansen asked if there was anything the Council needed to do in order to ensure that commercial is kept along Lincoln Way other than depend on the developer's word. Mr. Diekmann responded that there is nothing the Council needs to do because, at this point, it has not committed to a project.

Mr. Diekmann indicated that the Planning and Zoning Commission recommended the combination of Alternatives #2 and #4 with a reduced window percentage requirement for residential facades to a minimum of 30 percent and maintain a 50 percent requirement for non-residential facades.

Mr. Diekmann advised that the overall structure of CSC zoning standards could be altered for a better approach to guide commercial development in Campustown and meet the street-level design interests. He said that the four alternatives described are generally appropriate choices.

Kevin McGraw stated that they are in favor of the Planning and Zoning Commission's recommendation, and that the combination of #2 and #4 is the most workable for them.

Ryan Jeffrey, 2712 Lincoln Way, representing the Campustown Action Association (CAA), said that they were very much in favor of the floor plan and like the entire project. The proposed changes will make this a very viable project. He reported that they strongly support the commercial along Lincoln Way and the hotel concept. The interior residential idea doesn't make any impact on the character of the district. Mr. Jeffrey indicated that staff's recommendation seems very positive to the CAA.

Moved by Gartin, seconded by Nelson, to direct staff to prepare a zoning ordinance text amendment consistent with the Planning and Zoning Commission's recommendation to incorporate Alternative #2 (Allow for sites with multiple street frontages to place residential uses across from another residentially zoned site) and Alternative #4 (Allow for a short-term lodging use on the ground floor with household living above), with the change to reduce the window percentage requirement for residential facades to a minimum of 30 percent and maintain a 50 percent requirement for non-residential facades.

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

COUNCIL COMMENTS: Moved by Betcher, seconded by Beatty-Hansen, to direct the Police Department to initiate data collection on parking citations in the Campustown area when classes at ISU are back in session, to provide any anecdotal observations, and to report back to the City Council.

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

Moved by Nelson, seconded by Beatty-Hansen, to refer to staff the correspondence regarding the "dangerous structure" at 4004 Phoenix Street and bring back a report before the Council.

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

Council Member Orazem felt that the Council needs to offer some sort of guidance to the Rose Prairie developers since their proposal to rezone property at 5571 Grant Avenue was rejected. He felt that this is something that the developers are owed.

Moved by Gartin, seconded by Betcher, to refer to staff the letter from Trinitas regarding its proposal to develop two parcels in West Ames.

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

ADJOURNMENT: Moved by Corrieri to adjourn at 9:14 p.m.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor

Jill L. Ripperger, Recording Secretary



REPORT OF CONTRACT CHANGE ORDERS

Period:	<input checked="" type="checkbox"/>	1 st – 15 th
	<input type="checkbox"/>	16 th – End of Month
Month & Year:	August 2016	
For City Council Date:	August 23, 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)
Electric Services	Precipitator Control Replacement	3	\$91,843.00	Stock Equipment Company	\$34,909.84	\$1,084.70	D. Kom	CB
Water & Pollution Control	WPCF Digester Improvements	1	\$99,400.00	FOX Engineering Associates, Inc.	\$0.00	\$6,953.00	J. Dunn	MA
Fleet Services	2017 Freightliner/Altec Crane Truck	1	\$241,061.00	Harrison Truck Centers	\$0.00	\$1,422.00	C. Mellies	MA
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		

Name of Applicant: <u>A & K LLC</u>		
Name of Business (DBA): <u>Tip Top Lounge</u>		
Address of Premises: <u>201 E Lincoln Way</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50010</u>
Business <u>(515) 232-8980</u>		
Mailing <u>3315 146th Cir</u>		
City <u>Urbandale</u>	State <u>IA</u>	Zip: <u>50323</u>

Contact Person

Name <u>Andrew White</u>
Phone: <u>(515) 231-8388</u> Email <u>whitecor@aol.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term: 12 months

Effective Date: 01/01/2016

Expiration Date: 12/31/2016

Privileges:

Class C Liquor License (LC) (Commercial)

Outdoor Service

Status of Business

BusinessType: <u>Limited Liability Company</u>
Corporate ID Number: <u>223366</u> Federal Employer ID <u>42-1482022</u>

Ownership

Andrew White

First Name: Andrew **Last Name:** White
City: Urbandale **State:** Iowa **Zip:** 50323
Position: Owner
% of Ownership: 50.00% **U.S. Citizen:** Yes

Kelly White

First Name: Kelly **Last Name:** White
City: Urbandale **State:** Iowa **Zip:** 50323
Position: Owner
% of Ownership: 50.00% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company: <u>Founders Insurance Company</u>

Policy Effective Date:

Policy Expiration

Bond Effective

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:

*Caring People
Quality Programs
Exceptional Service*

5a-f

TO: Mayor Ann Campbell and Ames City Council Members

FROM: Lieutenant Dan Walter – Ames Police Department

DATE: August 17, 2016

SUBJECT: Beer Permits & Liquor License Renewal Reference City Council Agenda
August 23, 2016

The Council agenda for August 23, 2016, includes beer permits and liquor license renewals for:

- Class E Liquor, C Beer, & B Wine – Hy-Vee Drugstore, 500 Main Street
- Special Class C Liquor & B Native Wine – Indian Delights, 127 Dotson Drive
- Class C Liquor – Mandarin Restaurant of Ames, 415 Lincoln Way
- Special Class C Liquor & Outdoor Service – Noodles & Company, 414 South Duff
- Class E Liquor, C Beer, & B Wine – Cyclone Liquors, 626 Lincoln Way
- Class E Liquor, C Beer, & B Wine – Kwik Stop Liquor & Groceries, 125 6th Street

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

COUNCIL ACTION FORM

SUBJECT: AMES HIGH SCHOOL HOMECOMING REQUESTS

BACKGROUND:

Ames High School has requested to hold its Homecoming Parade on Monday, September 12, 2016. As in past years, parade entries will stage in Parking Lots MM and M and on Pearle Street. The parade will start on Main Street west of Clark Avenue and proceed east past Douglas Avenue to the CBD Lot entrance. The parade entries will disperse from the CBD Lot. It will begin at 6:30 p.m. and last approximately 45 to 60 minutes.

To help facilitate this event, the Homecoming Committee asks that the City Council approve of the following closures:

- Fifth Street from Grand Avenue to Pearle Avenue, Pearle Avenue, Main Street from Pearle Avenue to Duff Avenue, Clark Avenue from north of the CBD lot exit to Fifth Street, Burnett Avenue from Main Street to Fifth Street, and Kellogg Avenue from north of the CBD lot exit to Main Street, from 5:30 to approximately 7:30 p.m.
- City Parking Lot MM, the south half of Lot M, and a portion of CBD Lot Z from 5:30 p.m. to 7:30 p.m. for parade staging and disassembly. (No reserved spaces would be affected.)

City employees will be notified of the Lot M closure and official vehicles still in the lot will be moved to the northern stalls. Barricades, staffed by adult volunteers, will be placed on streets along this route for traffic control purposes. Parade organizers are requesting a waiver of parking meter fees and enforcement along the parade route from 1:00 to 6:00 p.m. Lost revenue to the Parking Fund is estimated at \$235. Permission to display fireworks during the football game on September 16 (at approximately 8:15 p.m.) at Ames High Stadium and a waiver of the Fireworks Permit fee in the amount of \$25 have also been requested.

City staff is additionally requesting that the City Council grant a waiver of parking meter fees and enforcement from 4:00 p.m. to 6:00 p.m. on September 12 in Lot N, east of City Hall. There are a number of well-attended fitness classes in the Community Center on Monday evenings, and attendees normally park in Lot M or in metered spaces on Fifth Street. City staff would like to provide free parking in Lot N for those Parks and Recreation program participants who are displaced by parade closures. The loss of revenue to the Parking Fund for this request is estimated to be \$22.

ALTERNATIVES:

1. The City Council can approve the requests from the Ames High Homecoming Committee for parking lot and street closures and waiver of parking meter fees in connection with the parade to be held on September 12, 2015; a fireworks display on September 16, 2015; waiver of the Fireworks Permit fee; and waiver of meter fees and enforcement in Lot N from 4:00 to 6:00 p.m. on September 12.
2. The City Council can approve the requests for parking and street closures for September 12, 2015 and approve the fireworks display for September 16, 2015, but require payment for the fireworks permit (\$25) and lost parking revenue (\$235).
3. The City Council can deny these requests

MANAGER'S RECOMMENDED ACTION:

The Ames High Homecoming Parade is a long-standing Ames tradition in the Main Street Cultural District and has the support of the Main Street Cultural District.

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

Ames High School Homecoming Committee
1921 Ames High Drive
Ames IA 50010

August 17, 2016

Dear Mayor Campbell and Members of the City Council,

The Ames High School Homecoming Committee plans to hold its annual Homecoming activities the week of September 11, 2016. These activities include the downtown Homecoming parade on Monday, September 12, and a fireworks display at halftime of the home football game on Friday, September 16. The parade will begin at 6:30 p.m. and is anticipated to last between 30 and 45 minutes, with streets re-opened by 7:30 p.m. The Homecoming Committee asks that the City Council approve the following requests:

1. Closure of Pearle Avenue, Douglas Avenue, Burnett Avenue, Kellogg Avenue and Clark Avenue (all from Main Street to 5th Street), and Main Street from Pearle Avenue to before Duff Avenue from 5:30 to approximately 7:30 p.m. on September 12.
2. Closure of City Parking Lot MM and Lot M at 5:30 p.m. for parade staging.
3. Waiver of parking meter fees for those closed public parking spaces from 1--7:30 p.m.
4. A fireworks permit for the fireworks display to be held during halftime of the Homecoming game on September 16 (approximately 8:15 p.m.)
5. Waiver of fireworks fee.

Thank you for your consideration of these requests. We hope to see you in attendance during the parade and supporting the football team on Friday night.

Sincerely,

Taylor Junck, Jane Joiner, Tala Salti, Bailey Newbanks, Elizabeth Jackson, Allyson Goodman,
Grace Snyder
Ames High School Homecoming Committee



August 19, 2016

To whom it may concern,

The Main Street Cultural District fully supports the use of Main Street, in downtown Ames, for the Ames High School's Homecoming Parade on September 12th, 2016. We welcome this partnership with the Ames School District to make the community a better place for everyone. We are excited to join students, athletes, parents, faculty and staff, and community members in cheering on our Ames High School Little Cyclone Football team. We also welcome the opportunity to show the community what great businesses our downtown has to offer.

Sincerely,

A handwritten signature in blue ink that reads "Cliff Smith".

Cliff Smith
2016 MSCD Board President



CITY OF

Ames

SPECIAL EVENT APPLICATION

SUMMARY OF EVENT

DESCRIPTION

Event Name Ames High School Homecoming Parade

Description

- 1:00 cover parking meters w/ bags ; information about street closure
- 5:30 Volunteers arrive to put up barricades ; boundaries ; get into place
- 5:45 participants will start arriving ; line-up will begin
- 6:15 check to make sure everything is in order for the start of the event
- 6:30 the parade will start at the community center parking lot
- 7-7:30 the parade will end at the parking lot at the end of Mainstreet

- Event Category
- Athletic/Recreation
 - Exhibits/Misc.
 - Festival/Celebration
 - Parade/Procession/March
 - Concert/Performance
 - Farmer/Outdoor Market
 - Other (please explain)

Anticipated Attendance Total _____ Per Day _____

DATE/TIME

Setup	Date	<u>9/12</u>	Time	<u>1:00</u>	Day of Week	<u>Mon</u>
Event Starts	Date	<u>9/12</u>	Time	<u>6:30</u>	Day of Week	<u>Mon</u>
Event Ends	Date	<u>9/12</u>	Time	<u>7:00</u>	Day of Week	<u>Mon</u>
Teardown Complete	Date	<u>9/12</u>	Time	<u>7:30</u>	Day of Week	<u>Mon</u>

Rain Date, if applicable _____

Rain Location, if applicable _____

see attached map

SITE PLAN/ROUTE MAP

Submit an event site plan/route map with your application and include the following elements that pertain to this event:

- An outline of the entire event venue including the names of all streets or areas that are part of the venue and the surrounding area. If the event involves a moving route of any kind, indicate the direction of travel and all street or lane closures.
- The location of fencing, barriers and/or barricades. Indicate any removable fencing for emergency access.
- The location of any first aid facilities and ambulances.
- The provision of minimum twenty foot (20') emergency access lanes throughout the event venue
- Cooking areas and vendor locations
- Generator locations and/or source of electricity.
- Placement of vehicles and/or trailers.
- Exit locations for outdoor events that are fenced and/or locations within tents and tent structures.
- The location of all stages, platforms, scaffolding, bleachers, grandstands, canopies, tents, portable toilets, booths, beer gardens, cooking areas, trash containers and dumpsters, and other temporary structures.
- Other related event components not listed above.

ORGANIZATION STATUS/PROCEEDS

Yes No

- Is the Host Organization a for-profit entity?
- Is the Host Organization a bona fide tax exempt, nonprofit entity under state and federal law?
- Are patron admission, entry or participant fees required?
If yes please describe and provide amounts: _____
- Are vendor or other fees required?
If yes please provide amounts: _____

____ % Percentage of net proceeds going towards fundraising

____ % Percentage of net proceeds going towards for-profit entity

25-30 Number of event volunteers and staff

ISU Fireworks Permit Application

Fireworks, Pyrotechnics or Flame Effects Application
Iowa State University of Science and Technology

Applicant Information

Name of Event: Iowa State University - 2016 Football Season
Name of Organization Sponsoring Event: Iowa State University - Athletics Marketing
Address of Organization: Intercollegiate Athletics Marketing Office, Jacobson Athletic Bldg., Ames, IA 50011
Name of Applicant: Mary Pink - Associate Athletics Director
Phone: 515.294.1534 Fax: 515.294.2988 E-Mail: mpink@iastate.edu

Event Information

Event Location: Jack Trice Stadium - See Attached Aerial View Estimated attendance: 65,000
Event Date: See Attached Time: See Attached a.m./p.m. Alternate Date (rain date) for event: N/A
Organization's on-site manager or contact for day of Display: Mary Pink - Associate Athletics Director
Phone: 515.231.4288 Fax: 515.294.2988 E-Mail: mpink@iastate.edu

Firework Display Information: Attach a copy of the Display Operator credentials and applicable U.S. DOT requirement information for transportation with this application

Display Operator (company name): J & M Displays
Address: 4104 83rd Street
City: Urbandale State: IA Zip Code: 50322
Work-week Phone: 515.321.2761 Fax: 515.276.6828 E-Mail: kelmbrueschke@gmail.com
Operator Name for day of Display: Kelm Brueschke Cell Phone: 515.321.2761
Other Contact for day of Display: Lee Munson Cell Phone: 641.990.6760

NOTE: Electronic firing ONLY

Type of Fireworks: Flames & Close Proximate Pyrotechnics Attach Display Program
Length of Display: 60 - 90 Seconds
Fireworks Supplier: J & M Displays
Exact Location of Display: Jack Trice Stadium - See Attached Aerial View Attach Diagram of Display/Shoot Location

Insurance Requirements: Insurance coverage and certificate requirements are on the back of this form.

Student Organizations Only: Submit an Event Authorization and Notification Form with other event documents (including this application) at least 6 weeks prior to the event.

The display operator, EH&S and ISU Police will monitor weather conditions prior to and during the display event. EH&S, ISU Police or the Ames Fire Department have the authority to cancel or postpone any display if they determine there is not strict adherence to the approved application; or there is lightning, wind gusts or inclement weather that will cause risks to the crowd or surrounding property.

August 1st, 2016
Date

Mary Pink
Sponsoring Organization Representative Signature

I have read and agree to the responsibilities stated in the ISU Fireworks, Pyrotechnics and Flame Effects Procedures and also agree that I will meet all insurance requirements listed on this application and that this insurance will be primary.

August 1st, 2016
Date

Kelm P Brueschke
Display Operator Representative Signature

APPROVAL SIGNATURES:
8/15/16
Date

[Signature]
Environmental Health and Safety

8/17/16
Date

[Signature]
ISU Police

8/18/16
Date

See attached
City of Ames Fire Inspector
[Signature]
Office of Risk Management

Submittal Instructions on Page 2

ISU Fireworks Permit Application

Fireworks, Pyrotechnics or Flame Effects Application
Iowa State University of Science and Technology

Applicant Information

Name of Event: Iowa State University - 2016 Football Season
Name of Organization Sponsoring Event: Iowa State University - Athletics Marketing
Address of Organization: Intercollegiate Athletics Marketing Office, Jacobson Athletic Bldg., Ames, IA 50011
Name of Applicant: Mary Pink - Associate Athletics Director
Phone: 515.294.1534 Fax: 515.294.2988 E-Mail: mpink@iastate.edu

Event Information

Event Location: Jack Trice Stadium - See Attached Aerial View Estimated attendance: 65,000
Event Date: See Attached Time: See Attached a.m./p.m. Alternate Date (rain date) for event: N/A
Organization's on-site manager or contact for day of Display: Mary Pink - Associate Athletics Director
Phone: 515.231.4288 Fax: 515.294.2988 E-Mail: mpink@iastate.edu

Firework Display Information: Attach a copy of the Display Operator credentials and applicable U.S. DOT requirement information for transportation with this application

Display Operator (company name): J & M Displays
Address: 4104 83rd Street
City: Urbandale State: IA Zip Code: 50322
Work-week Phone: 515.321.2781 Fax: 515.276.6828 E-Mail: kelmbrueschke@gmail.com
Operator Name for day of Display: Kelm Brueschke Cell Phone: 515.321.2761
Other Contact for day of Display: Lee Munson Cell Phone: 841.890.6760

NOTE: Electronic firing ONLY

Type of Fireworks: Flames & Close Proximate Pyrotechnics Attach Display Program
Length of Display: 60 - 90 Seconds
Fireworks Supplier: J & M Displays
Exact Location of Display: Jack Trice Stadium - See Attached Aerial View Attach Diagram of Display/Shoot Location

Insurance Requirements: Insurance coverage and certificate requirements are on the back of this form.

Student Organizations Only: Submit an Event Authorization and Notification Form with other event documents (including this application) at least 6 weeks prior to the event.

The display operator, EH&S and ISU Police will monitor weather conditions prior to and during the display event. EH&S, ISU Police or the Ames Fire Department have the authority to cancel or postpone any display if they determine there is not strict adherence to the approved application; or there is lightning, wind gusts or inclement weather that will cause risks to the crowd or surrounding property.

August 1st, 2016
Date

Mary Pink
Sponsoring Organization Representative Signature

I have read and agree to the responsibilities stated in the ISU Fireworks, Pyrotechnics and Flame Effects Procedures and also agree that I will meet all insurance requirements listed on this application and that this insurance will be primary.

August 1st, 2016
Date

Kelm P Brueschke
Display Operator Representative Signature

APPROVAL SIGNATURES:

Date

Environmental Health and Safety

8-17-16
Date

Tom Hennicksen
ISU Police
City of Ames Fire Inspector

Date

Office of Risk Management

MEMO

Legal Department

To: Mayor Campbell and Members of the Ames City Council

From: Judy K. Parks, City Attorney

Date: August 19, 2016

Subject: Update on Legal Department staffing and Request to divide funds approved for retained counsel

As you likely recall, the Legal Department has been short on staff since January. The initial loss was an attorney who was hired away by the City of Des Moines. However, before we could get the attorney position filled, another of the support staff employees left to take a job in another part of the state in order to be closer to family. The loss of specific skills which that support person had left a big gap our clerical and litigation support functions. We had to re-order the filling of those vacancies at that point, which meant the decision was made to give priority to filling the support position.

Meanwhile, other departments were continuing to fill their vacancies, increasing the work coming to this department, with Legal having less staff than normal to meet that demand. It was for that reason I initially sought approval to hire outside counsel to assist, and the assistance was to be limited to one function, which was prosecutions.

I approached Megan Flynn of the Coppola law firm to see if she had interest in doing this, as she had filled the same role for the City of Ames in the past. I also knew her availability after July was uncertain, since she was due to have a baby at that point, but I fully expected that the duration of need for her services would be short term and we would have a new attorney hired before her due date.

Unfortunately, my expectation of the time it would take to fill either position was too optimistic. We are likely to post the vacancy for the support position within the next couple weeks, but realistically, the attorney position will likely remain vacant for most of this year.

At the last council meeting I received your approval to execute an agreement to retain the Hopkins and Huebner firm as outside counsel. The plan to retain them had been authorized earlier, anticipating that their services would be needed to replace those being provided by Ms. Flynn as soon as she had delivered her baby. Transitioning this work to yet another prosecutor was not ideal, but it seemed like the only realistic option

since there is no ability to control the timing of the court's scheduling of that category of work.

At the point when the agreement with Hopkins and Huebner was approved, the original \$50,000 to fund Ms. Flynn's prosecution work still had approximately \$13,000 unspent, but with the bill for her July work still coming. We anticipated that when it arrived, that would take about 2/3's of the remaining balance.

Given the situation, I sought an additional \$50,000, to be used once the initial \$50,000 was completely spent. It was planned that Brent Hinders, with Hopkins, would be the attorney who would replace Ms. Flynn's prosecution assistance.

What has happened since that approval leads to the second point of this memo, which is my request to split the additional funds you've approved. It has turned out Ms. Flynn does not need to be replaced. Her recovery has been nothing short of amazing, and she is willing and able to continue the prosecution work with virtually no interruption. I would like to request approval to divide the funds approved and split their use between these 2 firms. I would continue to have the prosecutions funded with \$25,000 of these funds and Ms. Flynn would continue to do those. The other \$25,000 of the funds could allow select time sensitive matters to be transferred to the Hopkins firm for completion, rather than having to delay them until such time as staff exists in house to complete them.

While we will continue to press to get the legal vacancies filled with the highest priority, so that there is not an ongoing need to have outside counsel, allowing this split of funding will allow the department to make best use of the outside resources available.

COUNCIL ACTION FORM

SUBJECT: 2015/16 AIRPORT IMPROVEMENTS PROGRAM (TERMINAL BUILDING SITE - PHASE 2 UTILITIES)

BACKGROUND:

The Airport Master Plan for the Municipal Airport examines all the needs of the airport and recommends improvements to keep the infrastructure in safe condition. Each year the City submits a copy of the identified improvements requesting Federal Aviation Administration (FAA) funding to the Iowa Department of Transportation (DOT). These requests are then forwarded to the FAA for consideration.

The City's 2015/16 Airport Improvements Program of the Capital Improvements Plan (CIP) includes a project to construct a new terminal building, itinerant hangar, and related site improvements at the Municipal Airport. On July 28, 2016, the City was notified that FAA grant funding for this federal fiscal year is available. The official and public notification that the FAA has allocated funds for this project will be by congressional release. **This is the final grant for \$150,000, meaning that the City will now have secured all \$600,000 in Federal funding that was anticipated in the budget for the Terminal Building project.**

The site construction project was awarded on August 8, 2015 using \$450,000 in FAA funding for a construction cost of \$772,499 and engineering cost of \$160,000 for a total project cost of \$932,499. On February 23, 2016, City Council approved change orders 1 through 4 that reduced the project costs by \$28,469. Therefore, the total project cost is currently \$904,030. The FAA portion of this project is \$600,000 (66%), and the City's matching share is \$304,030 (34%). The local share will come from the bonds issued for the overall Terminal Building project.

The overall budget and estimated expenses for the Terminal site work and building structure portions are as follows:

<u>Revenues</u>		<u>Expenses</u>	
G.O. Bonds	\$ 867,000	Site Design	\$ 160,000
Bonds (Abated)	\$ 943,000	Site Construction	\$ 744,030
Federal	\$ 600,000	Terminal Design	\$ 266,700
State	\$ 150,000	Terminal Construction (Est.)	<u>\$ 2,139,270</u>
ISU	\$ 250,000		\$ 3,310,000
Hotel/Motel Tax	\$ 250,000		
AEDC	<u>\$ 250,000</u>		
	\$ 3,310,000		

ALTERNATIVES:

1. Accept the FAA Grant for the 2015/16 Airport Improvements Program (Terminal Building Site - Phase 2 Utilities) and certify that the City has identified matching funds of at least \$304,030.
2. Reject the approval of the project.

MANAGER'S RECOMMENDED ACTION:

By approving this final grant for \$150,000 the City will have secured all \$600,000 in Federal funding that was anticipated in the budget for the Terminal Building project.

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 ECONOMIC DEVELOPMENT COMMISSION 2016/17 FUNDING CONTRACT

BACKGROUND:

The City's 2016/17 adopted budget includes funds for the Ames Economic Development Commission (AEDC) to again conduct economic development activities on behalf of the City. The updated agreement (attached) has been prepared outlining the responsibilities of the AEDC in conducting this work.

This agreement provides \$150,000 to the AEDC in exchange for two main services: \$90,000 of this amount purchases business recruitment and marketing services, and the remaining \$60,000 continues funding the services of the City's Business Development Coordinator, who provides guidance to prospective businesses and developers as they navigate the City's development process.

A report summarizing the accomplishments of 2015/16 will be distributed to the Council and available on Monday, Aug. 22.

The City Council should note that the City has a separate agreement with the AEDC for \$7,500 to fund a portion of the cost for the Buxton retail analysis in FY 2016/17. That agreement has already been approved by the City Council.

ALTERNATIVES:

1. Approve the attached Ames Economic Development Commission agreement for FY 2016/17.
2. Do not approve the Ames Economic Development Commission agreement for FY 2016/17.

MANAGER'S RECOMMENDED ACTION:

The City Council has allocated funds in the FY 2016/17 Budget for economic development activities, and for many years has contracted with the AEDC to conduct these activities on the City's behalf.

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

CONTRACT FOR ECONOMIC DEVELOPMENT SERVICES

THIS AGREEMENT, made and entered into the 1st day of July, 2016, by and between the CITY OF AMES, IOWA, a municipal corporation organized and existing pursuant to the laws of the State of Iowa (hereinafter called "City") and the Ames Economic Development Commission, an adjunct of the Ames Chamber of Commerce (hereinafter called the AEDC);

WITNESSETH THAT:

WHEREAS, the City of Ames desires to purchase certain services from said organization in lieu of hiring additional permanent staff and expending additional City funds to accomplish these services;

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

I

PURPOSE

The purpose of this Agreement is to procure for the City and its citizens certain economic development-related services as hereinafter described and set out; to establish the methods, procedures, terms and conditions governing payment by the City of Ames for such services; and, to establish other duties, responsibilities, terms and conditions mutually undertaken and agreed to by the parties hereto in consideration of the services to be performed and monies paid.

II

SCOPE OF SERVICES

A. In consideration for the payment of \$90,000 in accordance with Section III, the AEDC shall provide the following economic development related services to the City of Ames and its citizens during the term of this agreement:

1. The AEDC will serve as the lead contact for business representatives hoping to locate in Ames or to expand in our community. In this capacity the President of the AEDC will respond to information requests, coordinate the completion and submittal of state and local incentive applications, and show available industrial and commercial sites to prospects.
2. The AEDC will visit annually with all major companies to identify challenges and opportunities facing Ames businesses.
3. The AEDC will serve as the primary marketing entity for business recruitment to highlight Ames.

4. The AEDC will deploy an aggressive marketing campaign that will focus on targeted industries such as ag-biotechnology and advanced manufacturing businesses that do not overtax our infrastructure.
5. The AEDC will invest in significantly revising its marketing materials including website, brochures, and proposal packets to better reflect the image of Ames as a great place to do business.

B. In consideration for the payment of \$60,000 in accordance with Section III, the AEDC shall provide the following economic development marketing and liaison services related to the City of Ames and its citizens during the term of this agreement by maintaining a jointly funded Business Development & Marketing position to carry out the following duties and tasks:

1. Focus on the development of “small” or new businesses start-ups in the retail, commercial, and industrial sectors by: a) assisting with the recruitment and/or expansion of these types of businesses in the community; b) assisting entrepreneurs as they navigate through the various City, State, and Federal approval processes; and c) assisting entrepreneurs in obtaining the services available through the Small Business Development Center.
2. Serve as the City Economic Development Liaison; work closely with developers and clients that need assistance in working through the City of Ames approval processes. This will include periodic meetings with the City Manager to keep him apprised of progress related to serving in the Liaison capacity.
3. Provide input on communication pieces that will highlight the efforts of the AEDC and the City of Ames related to the positive developments in the community where the City and/or the AEDC have played an integral role.
4. Implement an aggressive marketing plan focused on targeted industries that dovetail with the competencies of Iowa State University related to food and nutrition technology, plant biotechnology, information technology, and animal science. These efforts should not be limited to the aforementioned, as the AEDC service territory includes site options for advanced manufacturing and distribution facilities.
5. Maintain frequent communication with stakeholders such as the Iowa Department of Economic Development, Alliant Energy, Iowa State University, and partners of the Ames-Des Moines Corridor.
6. Maintain, in conjunction with the President & CEO and Vice-President of Existing Industry, a current list of active projects via the AEDC’s internal project tracking system.
7. Maintain a current list of consultants and site selectors, with assistance from the Director of Member Services & Organizational Programming, for periodic mailings and contacts in various markets so that the AEDC has a fresh list to choose from when visiting various locations around the U.S.
8. Review and analyze, with the President & CEO and Vice-President of Existing Industry, potential recipients of assistance from various economic development incentive offering entities.
9. Assist other AEDC/Ames Chamber of Commerce staff in responding to inquiries and working with economic development prospects, consultants, and supplier contacts, as needed.
10. Provide input into the overall plan of the AEDC and assist in its implementation where appropriate.
11. The position will be jointly supervised by the President and CEO of the Ames Economic Development Commission and the Ames City Manager. As such, perform work as assigned by the City Manager related to the liaison activities and the President and CEO of the AEDC related to marketing activities.

12. The position will be expected to periodically use a secondary office provided in the City Manager's office to better assure assimilation into the City of Ames organization.

III

METHOD OF PAYMENT

A. All payments to be made by the City of Ames pursuant to Section II.A of this Agreement shall be reimbursement for actual costs incurred by AEDC in providing services required by Section II.A above. Payments made by the City of Ames pursuant to Section II.B of this Agreement shall be made in advance of services provide per terms in section III B of this Agreement.

B. The City will disburse payments twice annually on requisitions of the AEDC in January and July of each year. Requisitions for services pursuant to Section II.A will be on a reimbursement basis and reflect cost for delivery of services for the prior six months. Requisitions for services pursuant to Section II.B will be one-half (\$30,000) of the City's annual contribution for the jointly funded position and paid in advance. If the jointly held position is vacant for more than 30 days, AEDC will provide the City with a pro-rata refund for the payment made in advance.

Requisitions for disbursement shall be made in such form and in accordance with such procedures as the Director of Finance for the City shall prescribe. Said form shall include, but not be limited to, an itemization of the nature and amount of costs for which reimbursement is requested, and must be filled out completely.

C. The maximum total amount payable by the City of Ames under this agreement is \$150,000 as detailed in the SCOPE OF SERVICES (Section II of this contract), and no greater amount shall be paid.

IV

FINANCIAL ACCOUNTING AND ADMINISTRATION

A. All monies disbursed under this Agreement shall be accounted for by the accrual method of accounting.

B. Monies disbursed to AEDC by the City will be deposited by AEDC in an account under the AEDC's name, with a bank located in Story County, Iowa. All checks drawn on the said account shall bear a memorandum line on which the drawer shall note the nature of the costs for which the check is drawn in payment, and the program(s) of service.

C. All costs for which reimbursement is claimed shall be supported by documentation evidencing in proper detail the nature and propriety of the charges. All checks or other accounting documents pertaining in whole or in part to this Agreement shall be clearly identified as such and readily accessible for examination and audit by the City or its authorized representative.

D. All records shall be maintained in accordance with procedures and requirements as established by the City Finance Director, and the City Finance Director may, prior to any disbursement under this Agreement, conduct a pre-audit of record keeping and financial accounting procedures of the AEDC for the purpose of determining changes and modifications necessary with respect to accounting for funds made available hereunder. All records and documents required by this Agreement shall be maintained for a period of three (3) years following final disbursement by the City.

E. At such time and in such form as the City may require, there shall be furnished to the City such statements, records, reports, data, and information as the City may require with respect to the use made of monies disbursed hereunder.

F. At any time during normal business hours, and as often as the City may deem necessary, there shall be made available to the City for examination all records with respect to all matters covered by this Agreement and AEDC will permit the City to audit, examine, and make excerpts or transcripts from such records.

V

REPRESENTATION ON THE BOARD OF DIRECTORS

It is agreed that the City of Ames will be guaranteed three representatives on the AEDC Board of Directors (two City Council members appointed by the Mayor, and the City Manager). Furthermore, the City Manager will be guaranteed membership on the Executive Committee of the Board of Directors.

VI

SUMMARY REPORT

The AEDC further agrees to provide the City of Ames a written report no later than June 15, 2017, summarizing the accomplishments of the activities promised in Section II.

VII

DURATION

This Agreement shall be in full force and effect from and after July 1, 2016, until June 30, 2017.

VIII

DISCRIMINATION PROHIBITED

In accordance with Chapter 14 of the Municipal Code, no person shall, on the grounds of age, race, color, creed, religion, national origin, disability, sexual orientation, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available under this Agreement.

IN WITNESS WHEREOF the parties hereto have, by their authorized representatives, set their hand and seal as of the date first above written.

CITY OF AMES, IOWA

ATTEST:

BY _____

Ann Campbell, Mayor

Diane Voss, City Clerk

AMES ECONOMIC DEVELOPMENT COMMISSION

BY _____

Daniel A. Culhane, President/CEO



Smart Choice

TO: Honorable Mayor Ann Campbell
Amber Corrieri, At-Large
Bronwyn Beatty-Hansen, At-Large
Gloria Betcher, Ward 1
Tim Gartin, Ward 2
Peter Orazem, Ward 3
Chris Nelson, Ward 4
Sam Schulte, Ex-Officio

CC: Steve Schainker, City Manager
Dave Benson, Chair, Ames Economic Development Commission

FROM: Dan Culhane, President & CEO
Ames Economic Development Commission

RE: Annual Report to the City of Ames

It is my pleasure to provide this written report, per our contractual agreement, to the City of Ames on behalf of the Ames Economic Development Commission (AEDC). The AEDC appreciates the longstanding partnership between our organizations and the mutually beneficial nature of our relationship. The following summary of activities is respectfully submitted and covers the efforts of the AEDC from July 1, 2015 to June 30, 2016.

The AEDC strives to maintain a strong line of communication with the City of Ames, which is why City Manager Steve Schainker serves on both the AEDC board of directors and the AEDC executive committee. We are grateful for the appointment of two members of the Ames City Council that also serve on the board of directors. Both the City Manager and the two Mayoral appointed City Council members are tied to our contractual arrangement. We thank Councilwoman Gloria Betcher for her service this past year and welcome Councilwoman Amber Corrieri to the board as well as Councilman Chris Nelson who continues on the board per his appointed term.

Marketing

External marketing to site selection consultants and private sector companies on behalf of the Ames community is a key initiative of the AEDC. This is accomplished through trade shows, both domestic and international; sales calls to major U.S. markets, monthly electronic messaging to over 300 site selection consultants, and, at times, routine cold-calling. Major economic development partners like the Iowa Economic Development Authority, Alliant Energy, and Iowa State University all generate leads on prospective businesses with interest in the Ames marketplace. These leads are responded to subject to available sites, buildings, workforce data, and financial incentives that may be applicable to the prospect.

Attached to this report is a spreadsheet listing the trade events and marketing visits we are making either through our own efforts or via our close partnership with the Cultivation Corridor, which is a regional effort that focuses on the Ames Metropolitan Statistical Area (MSA) with the Des Moines/West Des Moines MSA. The scope of the Cultivation Corridor is to accelerate growth in the agbioscience, biorenewables, biotechnology and advanced manufacturing industries related to agriculture. The AEDC is an investor in this effort, as is Iowa State University, as this group works to develop additional prospects for the region. The main office of the Cultivation Corridor staff is based in the Iowa State University Research Park and we maintain a very high level of communication with the work of this entity. Currently we are working with at least two opportunities that are directly tied to the efforts of the Cultivation Corridor.

Prospect Management & Project Tracking

The AEDC closely monitors the prospects that express interest in the Ames market. We manage this important work with 5-6 personnel that are educated and have the know-how to work a potential project. This portion of our team meets regularly to keep one another apprised of various prospects and we track each of these electronically through a dedicated software program that numbers and catalogs key data points for possible opportunities.

Once a prospect has committed to locating here it becomes a project. The aforementioned personnel are equipped to manage projects and connect the company to key elements of the economic development process. This could include job training programming administered by Des Moines Area Community College; financial incentives through the Iowa Economic Development Authority, working with officials from the Iowa State University Research Park on a lease arrangement, or a landowner on a local building site. Most projects require all of the elements mentioned and considerable time as there is no typical timeline for a project. For example we are currently monitoring an opportunity that was initiated in 2009 and is still very active to date.

Currently we have a number of projects of varying sizes in terms of jobs and capital investment that are in our system. They cover a number of industries from plant sciences, animal health, information technology, retail, commercial developments like hotels, and manufacturing.

Communications

The AEDC has continued to invest considerable resources in communicating to both external and internal audiences. This is conducted via a new website for the organization that will be launched later this year as well as continuous monitoring and promotion of rankings and distinctions that place the Ames community on the national scene as a great place to do business, take a job, start a business, and more. The benefit of a vibrant community and a dynamic, major research institution like Iowa State University bring a number of accolades to the Ames community. We are proud of the wide array of lists our community finds itself on and we cast the message far and wide via media releases and various social media outlets.

Workforce Solutions

An available workforce is an issue that has risen significantly over the last five years as a major challenge across the U.S. and Ames is no different. In fact, the issue of workforce availability may be as difficult here in Ames as anywhere in the country. Consider that in December of 2015 Ames was distinguished in an article by *Forbes* as the top-ranked market in the country for the lowest unemployment rate by the Bureau of Labor & Statistics with a rate of 2.2%. While it is hard to be disappointed in such a figure it does present a challenge to the AEDC when working to attract more employers to the community.

With the workforce challenge as prominent as it is the AEDC continued to work its plan to augment the workforce of Ames. We will quickly point to the fact that local business must take the lead on their own workforce effort. The AEDC plays a supporting role to assist our employers with the following programs.

- 1) *WORKINAMES.COM* – This website was launched three years ago and is free to local businesses to post available jobs. At the time of this report there were 1,543 jobs available on the site here in Ames and Story County. The AEDC continues to promote this website to job-seekers and encourages both employers and job seekers to use the site. The site is currently being redeveloped and will be relaunched later this year with a new feature that we are very excited about. Job seekers will be able to post resumes to the site for employers to review. With thousands of students graduating from ISU and DMACC annually we think this upgrade will be a significant benefit and addition to the site.
- 2) *See Yourself In Ames Summer Internship Program* – Internships are a key part of the education process as students prepare for the workforce. The AEDC initiated the See Yourself in Ames Summer Internship Programs 5 years ago and we see this as a great way to introduce Ames to students interning in our community. They receive extensive tours and educational offerings over the course of 5-6 summer evening events where we provide them with dinner and a learning opportunity as well as an element of fun. A highlight of this past summer's events were Research Park Olympics where students had to visit a number of locations in the Park with the last stop being Workiva where they enjoyed dinner and a handful of speakers on career readiness. While it is challenging to track and monitor progress we do know that a number of the interns get employment offers upon graduation from the companies where they interned. This past year we were aware of over 500 student-interns in Ames and regularly had over 100 of them at our events.
- 3) *Connecting Education with Business* – We continue to pursue the connection between educators and local business and industry leaders. Currently, we are working on a program with the Superintendents of Story County and a number of employers on a project that would bring students into the workplace for high school credit. More details will be provided on this important program as it further develops and comes to fruition.

- 4) *Concierge Program* – This is a program we intend to launch in the fall of 2016. The intent of this part of the Workforce Solutions program is to engage prospective employees from the beginning of their search for a job in Ames. We are currently providing over 1,200 relocation books to people that call our office or make a request via our website at the Ames Chamber of Commerce. We want to increase the sophistication of this engagement by working alongside job seekers by assisting them as much as possible in their search by acclimating them to Ames if they secure employment here. This might include providing a personal community tour, introducing a person with children to local school district options, or providing assistance for a trailing spouse. Depending upon interest we are also holding internal discussions about a newcomer series of evening gatherings for people that are new to Ames. We believe if we can get new people engaged in our community there is a greater likeliness that they will stay, which helps their new employer, and our community.

- 5) *Home Base Iowa* – the AEDC manages the Home Base Iowa program for Story County through our Workforce Solutions program. An initiative of Governor Branstad the AEDC lead the certification program for Story County and secured the designation in the spring of 2015. The purpose of this program is to introduce employment opportunities to military personnel leaving active duty by showcasing Iowa, and in our case Ames/Story County, in hopes that they will consider taking employment here. Early in the process we can point to at least one person that has moved to Story County and taken a job here in Ames as a result of the program.

City of Ames/AEDC Joint Position

The position shared between the City of Ames and the AEDC has been hugely successful. Known as the City of Ames Business Development Coordinator and AEDC Director of Business Development & Marketing, this position had been a key addition to the economic development work we do on behalf of the Ames community.

The position is currently held by John Hall. The day to day activities of this position varies incredibly. John is a regular attendee of the Development Review Committee (DRC). This is valuable as he can connect with those working to invest in our community by providing timely assistance and walking them through the City of Ames development process, if necessary. Naturally, he is not working as much with those that routinely work with the City. Rather, he spends considerable time with external clients that may be new to the City of Ames process.

He also conducts follow up customer satisfaction surveys with those that worked through the development process here in Ames and reports findings back to the City Manager. This data is then assembled, in aggregate form annually, and reported to the Ames City Council.

The joint position does a wide variety of assignments to assist the AEDC. Serving as a lead project manager this position manages site and building inventory to ensure the AEDC is always ready with accurate data on available sites and buildings here in Ames. It also manages the marketing strategies for the AEDC with the President and CEO as well as the Director of Communications. The position works prospects and does some economic development related travel to trade shows and sales calls.

Finally, the position works with a number of start-up business efforts in the community and in the Iowa State University Research Park. This includes working with research park staff, members of the Iowa Small Business Development Centers, and the Iowa Economic Development Authority.

Other Items of Note

Ames Airport project – The AEDC has spent considerable time and financial resources of its own on the work to modernize the Ames Municipal Airport. We are proud to have lead the fundraising effort to construct a new short-term storage hangar that sits prominently at the airport, just recently completed. This new structure makes a considerable statement that Ames and the Ames Municipal Airport are open for business and that this infrastructure is important to the Ames and Story County business community. Story County is noted as companies from outside of Ames, as well as the Story County Board of Supervisors, the Nevada Economic Development Council and the Story City Economic Development Group all invested considerably in the new hangar. More than 25 companies, as well as Iowa State University have financially contributed to the construction of this important project.

The AEDC is grateful for the City of Ames making the Airport a priority and looks forward to the construction of the new terminal set to break ground later this year. Thank you for investing in this important amenity that sits adjacent to the Iowa State University Research Park making this possibly the only research park in the U.S. with an airport in such close proximity.

Industrial Annexation – The AEDC has invested considerable hours working with landowners in the planned East Industrial expansion area, the land between Barilla easterly to DuPont along Lincoln Highway. Over 1,300 acres are outlined in the area that has been pursued by the AEDC for voluntary annexation on behalf of the City of Ames. While there are a numbers of steps to be taken the AEDC is pleased to have secured just over 80% of the land mass assembled to move this forward. Industrial land in our market with adjacent rail service and the presence of Interstate 35 will place our community on the map for a number of significant opportunities and we are grateful to the City of Ames for its leadership in allocating the necessary financial resources to deploy the necessary infrastructure.

It is also worth noting that Alliant Energy, the electric and natural gas provider in this area, has made it clear they intend to be a strong partner to the AEDC in marketing and promoting this area as a place for investment and meaningful employment opportunities. The AEDC remains committed to being helpful to the City of Ames as this annexation process moves forward.

Inter-City Manhattan, Kansas – Another item of note was the Inter-City visit to Manhattan, KS earlier this year. Many communities conduct visits to peer communities to learn best practices and see firsthand how other places are tackling a variety of issues. Here in Ames we routinely are a host community for other locales. Needless to say we were thrilled to have over 30 people attend our first Inter-City visit and proud to have Mayor Campbell, Steve Schainker and a number of city council members with us representing Ames in this important learning experience. We hope to conduct other visits in the future and value your input on where our next visit may take us.

Strategic Planning – As you are keenly aware we are working on another 5-year strategic plan. As 2016 nears completion that ends our current 5-year plan. We had ambitious goals when we set that plan

forth. We focused on job creation, capital investment, seeing a rise in retail sales figures for Ames, increasing our revenues to support new programming, and bolstering partnerships with our economic development allies. We are very pleased to share that we attained every goal of this plan in the fourth year of the plan and believe we will greatly eclipse the originally stated figures when we close the books on this plan which concludes at the end of this calendar year. You will find a copy of our current plan attached to this report.

The new plan will be announced later this year and we look forward to sharing that with you and the community. Thank you to each of you that made time to meet with our plan facilitators.

As I close, I am hopeful this document adequately articulates the activities of the AEDC. We remain committed to being a strong partner and extension of the City of Ames in the economic development effort of our vibrant community. You are always welcome to visit with me on any projects we are working on and I encourage your feedback and input on how we are doing. On behalf of myself, the staff of the AEDC, and our board of directors, thank you for your investment in economic development in Ames and your ongoing support of the AEDC.

##



2016 AEDC Marketing Schedule

Event	Dates	Location	Entity
Minneapolis Call Trip	February 9-10	Twin Cities, MN	AEDC
World Ag Expo	February 9-11	Tulare, CA	CC
Advanced Bio Fuels Leadership Conference	February 17-19	Washington, DC	CC
World Bio Markets Congress & Exhibition	Mar 14-17	Amsterdam	CC
South By Southwest - did not attend	Mar 13-22	Austin, TX	AEDC
World Congress on Industrial Biotechnology	April 16-20	San Diego, CA	CC
Int'l Council Shopping Centers (ICSC) Trade Event	May 22-25	Las Vegas, NV	AEDC
BIO International Convention	June 6-9	San Francisco, CA	CC
World Pork Expo	June 8-10	Des Moines, IA	CC
Inst. Food Technologists Food Expo	July 17-19	Chicago, IL	CC
Farm Progress Show	August 30-31	Boone, IA	CC/AEDC
Atlanta/Greenville Call Trip with IEDA	September 7-9	Atlanta, GA	AEDC
Ag Innovation Showcase	September 12-14	St. Louis, MO	CC
Agricultural Bioscience International Conference	September 18-21	Fargo, ND	CC
North Carolina Agriculture & Biotechnology Summit	September 27-28	Raleigh, NC	CC
Industrial Asset Mgmt Council - Fall Forum	October 8-12	Indianapolis, IN	AEDC
South By Southwest Eco - tentative	October 10-12	Austin, TX	CC/AEDC
ICSC Chicago Forum & Call Trip	October 18-19	Chicago, IL	AEDC
European Forum for Industrial Biotechnology	October 18-20	Glasgow, Scotland	CC
Mid American Economic Development - Consultant event	December 4-6	Chicago, IL	AEDC

Entity

AEDC - Ames Economic Development Commission
 CC - Cultivation Corridor

A Five-Year Economic Development Strategy: 2012-2016

Five Year Strategic Plan (2012-2016)



Vision

To advance the prosperity of the Ames area through the talents and strengths of people and businesses working together for the betterment of our community led by the Ames Economic Development Commission.

Mission

The Ames Economic Development Commission organizes and promotes sound economic growth in Ames and central Iowa by stimulating the expansion of existing industry, attracting new enterprises, and assuring a favorable community climate for new ideas and economic growth.

Strategic Objectives

OBJECTIVE #1: Develop opportunities resulting in \$200 million in taxable capital investment \$198,250 million through December 8, 2015

GOALS:

1. Identify the best possible site for the development of a new business/industrial park
2. Work with City of Ames to extend necessary infrastructure to the new site
3. Increase outreach to site consultants and key industry targets for higher awareness of the Ames area opportunities
4. Assist existing businesses with new capital investment opportunities in the Ames area

OBJECTIVE #2: Grow Ames area employment by a net increase of 1,000 jobs 1,263 jobs through December 8, 2015 from AEDC related projects

GOALS:

1. Support existing business employee growth opportunities within the greater Ames area
2. Attract and develop new businesses with job creation plans within the greater Ames area
3. Retain existing employment opportunities that may be at risk
4. Collaborate with the Iowa State University Research Park Corporation on park expansion
5. Continue to provide leadership in advocating for resources and policies that will maintain and enhance the local State and Federal facilities in the greater Ames area that have significant economic impact on the region

OBJECTIVE #3: Drive an increase in retail business sales year-over-year

FY 2012 (ending June 30, 2012) \$773,074,664 FY 2013 (ending June 30, 2013) \$787,248,731

FY 2014 (ending June 30, 2014) \$827,647,453 FY 2015 (ending June 30, 2015) \$884,223,348

GOALS:

1. Determine the retail needs of the Ames area and the best possible targets for recruitment
2. Develop and execute a multi-faceted marketing campaign to recruit new retail businesses from among the list of targets
3. Collaborate with the City of Ames and private developers to ensure that appropriate space and land exists to accommodate the needs of recruited businesses

OBJECTIVE #4: Increase the annual investment in the AEDC to \$750,000

2014 Revenues were \$860,000 and 2015 Revenue \$870,000

GOALS:

1. Ensure that appropriate financial assistance is available to existing and prospective businesses, which includes recapitalizing the Ames Economic Development Commission (AEDC) Community Investment Fund
2. Grow and promote the Ames Seed Capital Fund in leveraging the Community Investment Fund
3. Staff the AEDC appropriately to ensure successful implementation of the Five Year Economic Development Strategy

OBJECTIVE #5: Enhance partnership and communication amongst stakeholders, the community, and the region

Since 2012 the AEDC has further developed relationships with Huxley and Story County related to their specific economic development services. AEDC has also continued to foster relationships with the Greater Des Moines Partnership and was paramount to the creation of the Cultivation Corridor.

GOALS:

1. Increase the community's awareness of the economic development efforts in the Ames area and AEDC successes
2. Continue to promote regional economic development within the greater Ames area, which includes other partner communities of Huxley, Story City, and Story County
3. Assist Iowa State University and help position the institution to enhance economic growth in the greater Ames area
4. Work proactively with the Greater Des Moines Partnership via the Ames/Des Moines Corridor economic development marketing relationship
5. Effectively advocate for public policies and regulations that are conducive to business growth in the Ames area



Smart Choice

COUNCIL ACTION FORM

SUBJECT: 2016/17 CYRIDE ROUTE PAVEMENT IMPROVEMENTS – SOUTH 3RD STREET (SOUTH GRAND AVENUE TO SOUTH DUFF AVENUE) AND SOUTH 4TH STREET (SQUAW CREEK TO SOUTH GRAND AVENUE)

BACKGROUND:

This is the annual program for pavement improvements to streets that are or were bus routes. Many of these streets were designed and built for lighter traffic. With these streets now designated as bus routes, accelerated deterioration of the street surface has occurred. Pavement improvements will provide a street section that will carry higher traffic volumes, thus reducing maintenance needs and providing better rideability for the public. **The location for 2016/17 is South 3rd Street (South Grand Avenue to South Duff Avenue) and South 4th Street (Squaw Creek to South Grand Avenue).**

This project is shown in the 2016-2021 Capital Improvements Plan with funding in the amount of \$525,000 from General Obligation bonds, \$555,000 from Road Use Tax, \$50,000 from Electric Utility Fund, and \$1,292,000 from MPO/STP funds. It is anticipated that the project will have a February 2017 letting, which will be through the Iowa Department of Transportation (Iowa DOT), with construction in 2017.

ALTERNATIVES:

1. Approve the Iowa DOT Agreement for MPO/STP funding for the 2016/17 CyRide Route Pavement Improvements (South 3rd Street & South 4th Street).
2. Reject the Agreement.

MANAGER'S RECOMMENDED ACTION:

Approval of this agreement with the Iowa DOT must happen before moving forward with construction of this project in the 2017 construction season. Delay or rejection of this agreement could delay this street reconstruction project by at least one year and could require additional funding.

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

COUNCIL ACTION FORM

SUBJECT: TEAGARDEN AREA DRAINAGE IMPROVEMENTS

BACKGROUND:

This project provides for stabilization of areas that have become eroded in streams, channels, swales, gullies, or drainage ways that are part of the storm water system. This program provides a more permanent control of the erosion and will reduce recurring maintenance costs in these areas.

The location for this project is the **Teagarden Area** in the Southeast corner of town. The drainage area can be broken down into three watersheds: North Branch, Middle Branch, and South Branch. The North Branch crosses S. Duff Avenue just south of Crystal Street through an elliptical 72" equivalent culvert. The Middle Branch crosses S. Duff Avenue approximately 200' north of Garden Road through a 30" culvert. The South Branch crosses S. Duff Avenue approximately 500' north of Ken Maril Road by means of a 54" RCP culvert. All three branches eventually meet near the dead-end of Patricia Drive, where a concrete cunette (paved channel) conveys the storm water southeast where the water enters a drainage ditch and is conveyed to the South Skunk River.

This specific project will focus on improvements to the Middle Branch and South Branch on the east side of US Highway 69. It uses information collected in the *Teagarden Area Drainage Report* completed in 2015 by Bolton & Menk. Improvements will include a trash rack structure for the South Branch culvert under S. Duff Ave, drainage channel improvements along the South Branch to the cunette, cunette channel improvements, cunette tile maintenance, and analyzing the possibility of upsizing the Middle Branch culvert under S. Duff Ave.

This contract involves the design of the project and at least two project informational meetings with area residents. Services will include the following elements:

- Base topographic survey and evaluation of construction technique
- Notification and coordination with right-of-way users
- Attendance at a pre-construction meeting
- Preparation of plans and specifications meeting all submittals for the City of Ames letting requirements with an anticipated winter 2017 letting for construction during 2017
- Submitting the SRF Sponsored Project application and following all appropriate SRF Sponsored Project procedures

Proposals were received from six engineering firms and were evaluated according to the following criteria: Project Understanding, Design Team, Key Personnel, Previous Experience, Project Approach, Responsiveness, Ability to Perform Work, Proposed Project Design/Letting Schedule, and Estimated Contract Cost.

Listed below is the ranking information based on this evaluation:

Proposal Ratings/Rankings	Points	Overall Rank	Estimated Fee
Bolton & Menk, Inc.	327	1	\$69,500
RDG Planning & Design	312	2	\$91,500
Shive-Hattery, Inc.	301	3	\$63,000
CGA	298	4	\$55,580
CDA	296	5	\$89,150
Knight E & A	281	6	\$90,184

Given the above rankings, staff has negotiated a contract with the highest ranked firm, Bolton & Menk, Inc., of Ames, Iowa.

This project is shown in the previous Capital Improvements Plan programs with funding being carried over in the amount of \$316,937 in Storm Sewer Utility funds, \$503,063 in G.O. Bonds, and \$327,000 from the State Revolving Fund Grant Program for a total of \$1,147,000.

ALTERNATIVES:

1. Approve the engineering services agreement for the Teagarden Area Drainage Improvements with Bolton & Menk, Inc., of Ames, Iowa, in an amount not to exceed \$69,500.
2. Direct staff to negotiate an engineering agreement with another consulting firm.

MANAGER'S RECOMMENDED ACTION:

Based on staff's evaluation using the above criteria, Bolton & Menk, Inc. will provide the best value to the City in designing this project.

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

COUNCIL ACTION FORM

**SUBJECT: ENGINEERING SERVICES CONTRACT CHANGE ORDER NO. 3 –
CONVERSION OF POWER PLANT FROM COAL TO NATURAL GAS**

BACKGROUND:

In November 2013, the City Council voted to convert the City's Power Plant from coal to natural gas. On May 27, 2014, City Council awarded a contract to Sargent & Lundy, LLC, Chicago, IL, for Engineering Services for Converting the City of Ames Power Plant from Coal to Natural Gas. That contract was in the not-to-exceed amount of \$1,995,000.

The action being requested is to approve Change Order No. 3 to this contract in the amount of \$154,000.

Additional engineering services, especially pertaining to construction management, are required to complete the project due to the project schedule being extended by approximately three months. Three issues primarily and critically affected the schedule:

1. The control room/DCS equipment room had to be re-bid which caused a delay of about two months.
2. The systems requiring conversion from PLC control to DCS control were much more difficult to convert than anticipated. The checkout of this system alone required four technicians four weeks, when it was anticipated early on that it might only take one week.
3. The selection of a suitable refractory and the placement of the refractory around Unit 8's natural gas burners was very challenging and took at least a month longer than originally anticipated.

CHANGE ORDER HISTORY:

The following two change orders were previously issued for this project:

Change Order No. 1 for the not-to-exceed amount of \$2,395,000 for Sargent & Lundy to design the installation of the DCS, design the control room and DCS cabinet room, and integrate the main and auxiliary control boards into the DCS.

Change Order No. 2 for the not-to-exceed amount of \$174,000 for Sargent & Lundy to design both the 13.8 kV Switchgear Control and Relaying Modifications and HVAC Equipment and Controls Replacement for the Control Room.

Because the work described above was not included in the original specifications, change orders No. 1 and 2 were approved by the Council in the amount of \$2,569,000.

PROJECT COST HISTORY:

With this change order, the total costs for the Engineering Services for Converting the City of Ames Power Plant from Coal to Natural Gas within the project will be increased to \$4,718,000.

Overall, the total project dollar amount committed to date (inclusive of this Change Order No. 3) is \$17,546,475.14. The approved FY 2015/16 Capital Improvements Plan included \$26,000,000 for the fuel conversion project. However, some of the funding of the conversion project came from the sale of Electric Revenue bonds. Considering that the project came in much less than the budgeted amount, the size of the bonds issuance was reduced. The project budget to date is shown on page 3. In past Council Action Forms staff noted that if Change Orders caused the budget to exceed the remaining balance, the bond request cannot/will not be adjusted.

Approval of this Change Order will exceed the budget authorized for the conversion of the power plant. Therefore, unspent funds in the amount of \$637,011 will be utilized from the Cooling Tower Replacement project. Those savings are available to cover this Change Order, and future Changes Orders with other vendors that will likely result as this project is closed out. The project budget spreadsheet attached has been modified to reflect the addition of the unspent Cooling Tower funds.

ALTERNATIVES:

1. Approve contract Change Order Number 3 to Sargent & Lundy, LLC, Chicago, IL, in the amount not-to-exceed \$154,000 for the Engineering Services to convert the Power Plant from coal to natural gas and authorize the use of \$637,011 of unspent funds from the Cooling Tower Replacement Project to finance the Power Plant Conversion Project.
2. Reject contract Change Order Number 3. This option will risk the final completion of the critical conversion project.

MANAGER'S RECOMMENDED ACTION:

This conversion is needed in order for the Power Plant to remain in compliance with state and federal air quality regulations. Sargent & Lundy serves as the construction manager during the conversion of the plant. Their continued oversight of the project/contractors have extended longer than anticipated due to unforeseen events listed above.

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

PROJECT BUDGET

The overall project budget and commitments to date are summarized below. To date, the project budget has the following items encumbered:

\$17,475,000	FY 2015/16 CIP amount budgeted for project \$26,000,000 less reduced bonds issuance by \$8,525,000 based on a new project estimate
\$637,011	Unspent Funds from Power Plant Cooling Tower CIP
\$18,112,011	
	<u>Sargent & Lundy, LLC</u>
\$1,995,000	Encumbered not-to-exceed amount for Engineering Services
\$2,395,000	Engineering Services Contract Change Order No. 1
\$174,000	Engineering Services Contract Change Order No. 2
\$154,000	Engineering Services Contract Change Order No. 3
	<u>GE Power Inc.</u>
\$3,355,300	Contract cost for Natural Gas Conversion Equipment
\$29,869	Equipment Contract Change Order No. 1
(-\$321,600)	Equipment Contract Change Order No. 2
(-\$51,000)	Equipment Contract Change Order No. 3
\$1,620	Equipment Contract Change Order No. 4
\$0	Equipment Contract Change Order No. 5
\$32,679	Equipment Contract Change Order No. 6
\$62,310	Equipment Contract Change Order No. 7
	<u>Emerson Process Management Power & Water Solutions, Inc.</u>
\$1,595,000	Contract cost for DCS equipment
\$39,377	DCS Contract Change Order No. 1
\$12,611	DCS Contract Change Order No. 2
\$0	DCS Contract Change Order No. 3
	<u>GE Energy Control Solutions, Inc.</u>
\$814,920	Contract cost for TCS equipment Bid 1
\$244,731	TCS Bid 1 Contract Change Order No. 1
\$34,000	TCS Bid 1 Contract Change Order No. 2
\$0	TCS Bid 1 Contract Change Order No. 3
\$16,854	TCS Bid 1 Contract Change Order No. 4
	<u>General Electric International, Inc.</u>
\$186,320	Contract Cost for Turbine Steam Seal System - TCS Bid 2
\$24,536	TCS Bid 2 Contract Change Order No. 1

\$150,000	TCS Bid 2 Contract Change Order No. 2
\$0	TCS Bid 2 Contract Change Order No. 3
\$9,208.42	TCS Bid 2 Contract Change Order No. 4

Henkel Construction Co.

\$898,800	Contract cost for Control Room Installation General Work Contract
\$66,782	Control Room Contract Change Order No. 1
\$17,683.54	Control Room Contract Change Order No. 2

TEI Construction Services, Inc.

\$1,572,019	Contract cost for Mechanical Installation General Work Contract
\$8,750	Mechanical Contract Change Order No. 1
\$156,131	Mechanical Contract Change Order No. 2
\$187,984	Mechanical Contract Change Order No. 3
\$9,785.37	Mechanical Contract Change Order No. 4
\$3,032.17	Mechanical Contract Change Order No. 5
\$7,725.98	Mechanical Contract Change Order No. 6
\$3,032.16	Mechanical Contract Change Order No. 7
\$21,673.58	Mechanical Contract Change Order No. 8
\$175,496.89	Mechanical Contract Change Order No. 9

FPD Power Development, LLC

\$3,145,149	Contract cost for Electrical Installation General Work Contract
\$12,044.24	Electrical Contract Change Order No. 1
\$41,265.65	Electrical Contract Change Order No. 2

Graybar Electric

\$98,560	Contract cost for UPS System
(-\$1,010)	UPS System Contract Change Order No. 1

Hertz Equipment Rental Corporation

<u>\$166,835.50</u>	Contract cost for Portable Electric Space Heaters
---------------------	---------------------------------------------------

\$17,546,475.50	Costs committed to date for conversion
------------------------	-----------------------------------------------

\$565,535.86	Remaining Project Balance to cover miscellaneous equipment and modifications to the power plant needed for the fuel conversion.
---------------------	----------------------------------------------------------------------------------------------------------------------------------------

COUNCIL ACTION FORM

SUBJECT: TRANSFER OF RIGHT OF WAY AT SOUTH DAYTON PLACE AND U.S. HIGHWAY 30 TO THE IOWA DOT

BACKGROUND:

The Iowa Department of Transportation (IDOT) is in the process of reconstructing the Interstate 35 and U.S. 30 interchange. As a part of the project design, the IDOT determined that a portion of the South Dayton Place right-of-way would be required for the project. Electric Services is working with the IDOT on the terms of relocating the electric facilities in the area, as well as finalizing the right of way transfer agreement. This agreement will likely be presented to Council at the September 13, 2016 meeting for approval assuming the parties can reach an agreement on the electric transmission line relocation. Once the electric facilities have been relocated, the area will be clear for the re-alignment of U.S. 30 ramps in the area.

Additionally, the DOT will transfer the portion of South Dayton Place still currently owned by the DOT to the City of Ames. This area is shown on Attachment A.

Historically, the transfer of right-of-way between the DOT and the City has been at no cost. Therefore, the IDOT is requesting the transfer of the City right-of-way shown on Attachment A at no cost to the State.

ALTERNATIVES:

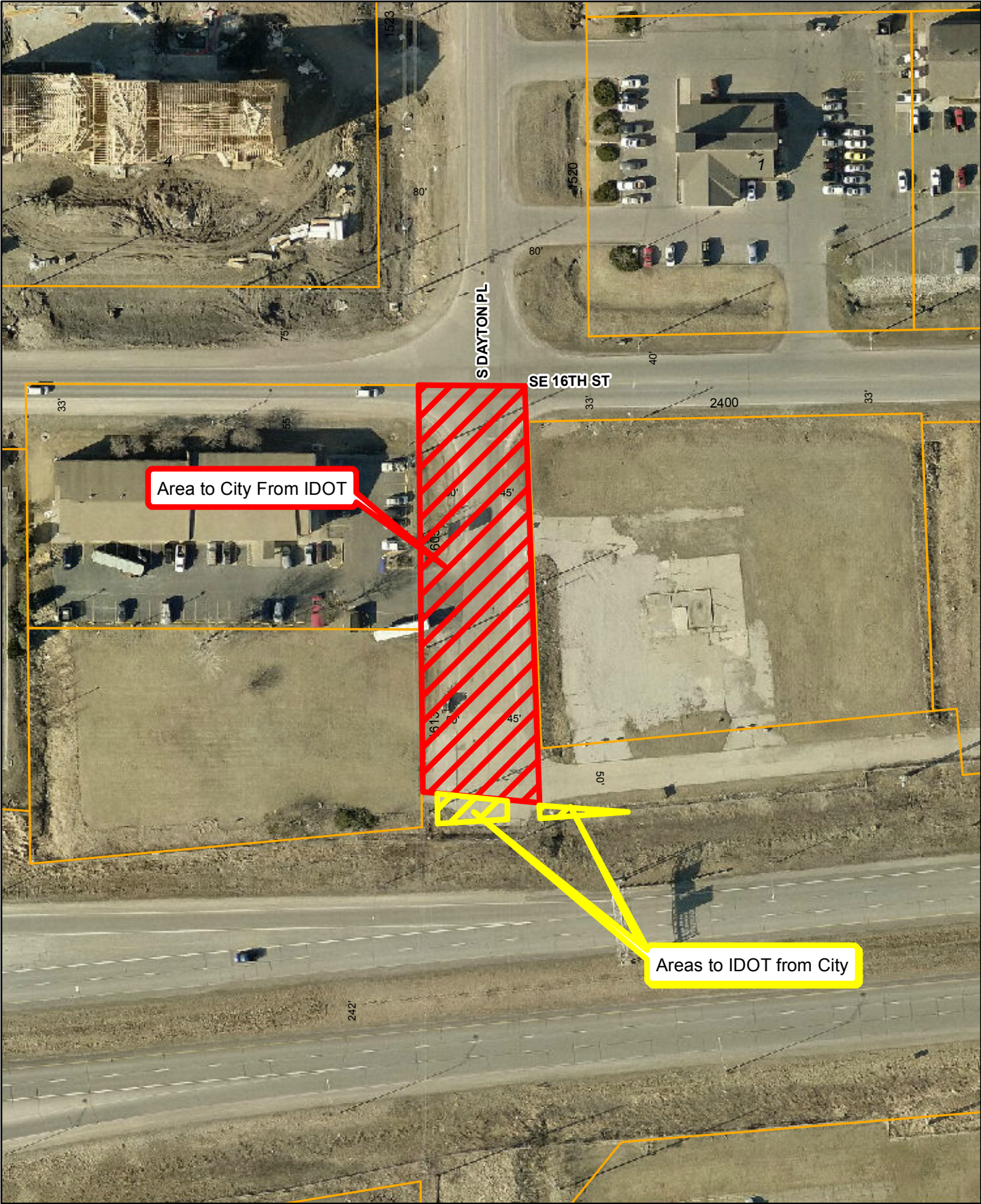
1. Approve the process for transferring the right-of-way at the south end of South Dayton Place as shown, set the date of public hearing as September 13, 2016, and direct the City Clerk to publish notice of the intended transfer of land to the IDOT.
2. Retain the land and deny the transfer of the land as shown.

MANAGER'S RECOMMENDED ACTION:

Electric Services plans to present the relocation agreement to City Council for approval at the September 13, 2016 Council meeting. Setting the public hearing date for the transfer of right-of-way to the IDOT for the same date will allow the IDOT to maintain their project development schedule for transportation improvement needs in the area. **If, however, the relocation agreement is not approved by the IDOT prior to September 13th, the transfer likely will be delayed.**

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

Attachment A



Area to City From IDOT

Areas to IDOT from City

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.



IDOT Transfer Areas



Scale: 1 in = 100 ft
Date: 8/16/2016

COUNCIL ACTION FORM

SUBJECT: WATER MAIN EASEMENT VACATION – 1010 DICKINSON AVENUE

BACKGROUND:

When the basketball facility at 1010 Dickinson Avenue was originally brought to the City's Development Review Committee, staff noted that the existing water main would be in conflict with the building footprint. The developer then relocated the water main as to not be within the building footprint during construction of the facility.

The property owner is now in the process of final platting the lot to parcel off the east portion of the lot for the new Iowa State University tennis practice facility. As a part of this process, the existing easement will be vacated and a new easement will be created to reflect the actual water main installation location with the final platting of the lots.

Approval of the new easement will be brought to the City Council as part of the final plat for the facility, which is planned for September 13, 2016. This action is intended to coordinate the vacation of the existing easement with the creation of the new easement. It should be noted that the water main will not be officially vacated until the document is recorded with Story County. Thus, if the final plat is not prepared for City Council on September 13th, staff will withhold recording of the easement vacation document until such time as the final plat is approved by Council.

The existing easement vacation will be recorded in conjunction with the new final plat of the parcels in order to protect the City's interest with regards to the water main that is currently within the easement area.

A map of the area is shown in Attachment A.

ALTERNATIVES:

1. Set a date of public hearing for September 13, 2016 to approve vacation of the water main easement at 1010 Dickinson Avenue.
2. Do not set the date of public hearing to vacate the existing water main easement.

MANAGER'S RECOMMENDED ACTION:

The existing water main easement is no longer needed, and a new easement will be recorded with the final plat that reflects the new location of the relocated water main. Vacation of the existing easement would coincide with dedication of the new easement which is expected on September 13, 2016.

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



Easement Vacation Area



Scale: 1 in = 111 ft
Date: 8/15/2016

COUNCIL ACTION FORM

SUBJECT: **REQUEST TO WAIVE ENFORCEMENT OF MOTOR VEHICLE PROHIBITION IN ADA HAYDEN HERITAGE PARK TO PROVIDE TOURS TO MOBILITY IMPAIRED INDIVIDUALS**

BACKGROUND:

Each September from 2004 through 2011, members of the local Moose Lodge provided golf cart rides around Ada Hayden Heritage Park for older adults with mobility impairment. Lodge members determined that if they did not provide this service, those individuals might never get to experience the overall beauty of this 437-acre site.

The Friends of Ada Hayden Heritage Park now desire to provide this valuable service to individuals with mobility impairments. They are proposing to do this on Wednesday, September 14, 2016, from 10:00 AM – 4:00 PM. The Friends group will rent the golf carts, provide volunteers as drivers and interpreters, and provide the City with a certificate of insurance to cover liability. This activity will be promoted and reservations will be taken for various time slots.

This opportunity has been well received in the past. However, Section 19.9 of Municipal Code prohibits the use of motorized vehicles in public parks, except on streets and parking lots within the parks that are specifically designated for motor vehicle travel. Therefore, the Friends group is ask City Council to waive enforcement of this prohibition on the shared use paths in Ada Hayden Heritage Park for golf cart travel on Wednesday, September 14 between the hours of 10:00 AM and 4:00 PM. In the event of inclement weather, Wednesday, September 21 has been designated as a rain date.

At its August meeting, the Parks and Recreation Commission recommended City Council approval of this request.

ALTERNATIVES:

1. Approve the request to waive enforcement of the prohibition of motor vehicle use on the shared-use paths of Ada Hayden Heritage Park for golf cart travel by the Friends of Ada Hayden Heritage Park between the hours of 10:00 AM and 4:00 PM on Wednesday, September 14 (Rain Date: Wednesday, September 21) at Ada Hayden Heritage Park.
2. Deny the request.

MANAGER'S RECOMMENDED ACTION:

The Friends of Ada Hayden Heritage Park are proposing to provide a tremendous service for members of our community that otherwise would not have the opportunity to tour this park in its entirety.

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

COUNCIL ACTION FORM

SUBJECT: WATER POLLUTION CONTROL FACILITY TRICKLING FILTER PUMPING STATION PIPE RECOATING PROJECT

BACKGROUND:

The Water Pollution Control Facility's Trickling Filter Pumping Station (TFPS) was constructed in 1989. The existing TFPS piping and pipe coatings are original to the initial construction. Piping in the TFPS is exposed to a harsh wastewater environment and the pipe coatings have failed, causing the piping to show signs of surface corrosion. Sand-blasting and repainting of the piping is necessary to protect the piping from further corrosion.

Staff has prepared plans and specifications for the TFPS pipe recoating. The FY 2016/17 Capital Improvements Plan includes \$59,000 for sand-blasting and recoating of the TFPS piping as a part of the WPCF's Facility Improvements Project. The engineer's estimate for the project is \$51,000.

ALTERNATIVES:

1. Issue preliminary approval of plans and specifications for the Trickling Filter Pumping Station Pipe Recoating Project at the City's Water Pollution Control Facility, and issue a Notice to Bidders setting September 20, 2016, as the bid due date and September 27, 2016, as the date of public hearing.
2. Do not issue preliminary approval of plans and specifications and a notice to bidders at this time.

MANAGER'S RECOMMENDED ACTION:

The recoating of the Trickling Filter Pumping Station (TFPS) piping has been identified as a priority need in the Capital Improvements Plan. The original coating on the TFPS piping has failed; and, due to its exposure to a wastewater environment, the piping has begun to show signs of corrosion. Sand-blasting and recoating of the piping is necessary to protect the piping from further corrosion and ensure the long-term integrity of this equipment.

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

COUNCIL ACTION FORM

SUBJECT: 2007/08 SHARED USE PATH SYSTEM EXPANSION (OAKWOOD ROAD)

BACKGROUND:

This program provides for construction of shared use paths on right-of-way adjacent to streets and through greenbelts. **This specific project is for construction of a shared use path on the south side of Oakwood Road from State Avenue east to Christofferson Park as well as on the west side of Cedar Lane from Suncrest Drive north to Oakwood Road.** The Cedar Lane portion of the project was originally intended to be installed by the developer. However, the City and the developer agreed to have the City install this section of path in exchange for the extra width and pavement thickness at the south end of Cedar Lane to facilitate the subdivision construction. A map of the proposed locations is shown in Attachment A.

As the adjacent property owner, Iowa State University has agreed by a Memorandum of Understanding (attached) to fund the portion of the shared use path from State Avenue east to the Ringgenberg Subdivision to a maximum participation amount of \$120,000. The Memorandum also provides access to the City for construction and maintenance of the path and direction that the ISU portion be constructed this year. Relocation of the ISU farm fence along Oakwood Road is included in the plans.

Staff met with area residents at a project information meeting at Oakwood Church to receive input and comments. Staff also met with individual project owners on several occasions to discuss impacts to their properties that required adjustment to the project alignment to address those concerns.

Staff has completed plans and specifications for this contract with a total estimated construction cost of \$226,791. Engineering and construction administration costs are estimated at \$34,000 bringing total estimated costs for this project to \$260,791.

The below table summarizes the 2007/08 Shared Use Path System Expansion program funding sources, funding distribution and expense breakdown for each project location.

Program Funding Summary

2007/08 Shared Use Path System Expansion Program	
Local Option Sales Tax (LOST)	\$ 61,998
Developer Contributions (Ringgenberg)	\$ 38,150
Developer Contributions (Suncrest)	\$ 23,261
2016/17 Storm Sewer Improvements	\$ 12,650
Accessibility Enhancement Funds	\$ 26,300
Iowa State University (Estimated)	\$ 120,000
Total Funding	\$ 282,359

Program Expense Summary

Engineering & Contract Administration (estimated)	\$ 34,000
Construction Costs (estimated)	\$ 226,791
Total Expenses	\$ 260,791

ALTERNATIVES:

- 1a. Approve plans and specifications for the 2007/0816 Shared Use Path System Expansion (Oakwood Road) and establish September 21, 2016, as the date of letting and September 27, 2016, as the date for report of bids.
- b. Approve the Memorandum of Understanding with Iowa State University for their portion of the project.
2. Do not approve this project.

MANAGER'S RECOMMENDED ACTION:

Approval of these plans and specifications will continue to keep this project on schedule and allow for at least some of the path to be constructed in 2016. Delay of these plans would delay the start of this trail expansion project until at least spring of 2017.

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.



Oakwood Road Shared Use Path



Scale: 1 in = 583 ft
Date: 8/16/2016

City of Ames – ISU
MEMORANDUM OF UNDERSTANDING – OAKWOOD SHARED USE TRAIL

THIS MEMORANDUM OF UNDERSTANDING (“Agreement”) is made and entered into this 29th day of April, 2016, (“Effective Date”) by and between CITY OF AMES, IOWA (hereinafter called “City”), 515 Clark Avenue, Ames, Iowa, and IOWA STATE UNIVERSITY OF SCIENCE AND TECHNOLOGY (hereinafter called “ISU”), 1350 Beardshear Hall, Ames, Iowa;

WITNESSETH:

WHEREAS, it is the intention of the City to undertake a trail development project that will include an eight foot wide shared use trail that will run between University Boulevard and State Avenue located in the City of Ames, Iowa; and,

WHEREAS, the shared use trail will serve the public purpose of providing bicycle and pedestrian connectivity from University Blvd to State Avenue; and,

WHEREAS, ISU is a land owner of property that the shared use trail will cross and is willing to support the shared use trail as set forth in this Agreement.

NOW, THEREFORE, in consideration of these premises and of the mutual promises hereinafter set out, the parties hereto do agree and covenant as follows:

I
PARTIES

A. The parties to this Agreement are the City and ISU. Neither party may assign this Agreement without the prior written consent of the other party, which shall not be unreasonably withheld.

B. It is not the intention of the parties to this Agreement that any new legal entity be created by virtue of this Agreement, and the provisions of this Agreement shall not be deemed to have created a partnership, trust or other legal entity.

II
DURATION

This Agreement shall endure and remain in effect for a period of thirty years from the Effective Date. The parties may mutually agree in writing to modify the terms of the Agreement, including the Agreement’s expiration date.

III RESPONSIBILITIES

A. Access Permission. ISU hereby grants the City access to the ISU-owned property that is depicted in Attachment A (“the Property”) for the construction and maintenance of the shared use trail.

B. Location of Shared Use Trail. ISU and the City shall mutually agree upon the route for the shared used trail across the Property.

C. Approval of Design and Construction Plans. The City shall submit the design and construction plans for the shared use trail to ISU for review, comment and approval, which shall not be unreasonably withheld.

D. Approval of Successful Bidder. After ISU has approved the design and construction plans, the City may proceed with letting the shared use trail project. After bids are opened and the City has established the responsible low bidder, the City shall share the bid from such bidder with ISU and seek ISU’s approval to proceed, which shall not be unreasonably withheld.

E. Timing of Construction. Construction is scheduled for the Summer/Fall of 2016. The City shall consult with ISU regarding the specific construction schedule to ensure that livestock on the Property is secured and that ISU’s operations are not unduly disrupted.

F. Modification of Plans or Costs. Any proposed modifications to the approved design and construction plans or any increase in cost, through change order or otherwise within the area shown in Attachment A (the Property), must receive prior approval from ISU.

G. Financial. Upon completion of the construction of the shared use trail across the Property, ISU shall reimburse the City for actual expenses incurred by the City for the engineering, construction and project management services provided in connection with the construction of the shared use trail across the Property. The parties estimate that such expenses shall not exceed \$120,000. The City shall submit to ISU an invoice for the amount of the actual expenses with supporting documentation, and ISU shall pay such invoice within 60 days.

H. Maintenance. The City shall be solely responsible, at its expense, for maintaining and keeping in good repair the shared use trail and the surrounding area from the fence line that will be located south of the shared use trail to the Oakwood roadway pavement. Maintenance shall include, but not be limited to, maintenance of the trail surface and signs, painting, mowing (mower deck width along trail edges), caring for plants and landscaping and removal of debris. The City’s obligation to maintain the shared use trail shall survive the termination or expiration of this Agreement so long as the shared use trail continues to be in use.

I. Liability; Insurance. The City shall keep the Property free and clear of all liens arising out of any work performed or material furnished for the City in connection with the construction and maintenance of the shared use trail. The City shall indemnify and hold harmless ISU, the Board of Regents, State of Iowa and the State of Iowa and their respective officers and employees from any and all claims, demands, damages or expenses arising out of (i) the construction or use of the shared use trail or (ii) the City's breach of this Agreement. The City shall provide and maintain, at its own expense, for the term of the Agreement, insurance or risk finance programs in an amount appropriate to cover its potential liabilities.

J. ISU Use. ISU reserves to itself the right to the full use of the Property for any purpose it seems fit which does not interfere with the rights granted to the City in this Agreement. Such right includes, but is not limited to, the construction of driveways across the shared use trail.

IV TIME OF THE ESSENCE

It is agreed and understood by the parties to this Agreement that time is of the essence in performance of any action provided in this Agreement. The City shall complete all remaining sections of the shared use trail between University Blvd and State Avenue prior to December 30, 2016.

V MISCELLANEOUS

Notices relating to this Agreement shall be in writing and shall be delivered by messenger or overnight carrier to the other party at the address set forth above or such other address as may be given in writing in accordance with this section. Notice shall be deemed effective upon receipt. The failure of either party to require performance of any term or condition of this Agreement by the other party shall not constitute a waiver to subsequently enforce such term or condition. The rights and remedies set forth in this Agreement are not exclusive and are in addition to any other rights and remedies available in law or equity. The invalidity or illegality of one or more provisions of this Agreement shall not affect the enforceability of the remaining provisions. The parties' rights and obligations in this Agreement that, by their nature, would continue beyond the termination of this Agreement shall survive such termination.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be signed by their authorized representatives as of the date first above written.

CITY OF AMES, IOWA

IOWA STATE UNIVERSITY OF
SCIENCE AND TECHNOLOGY

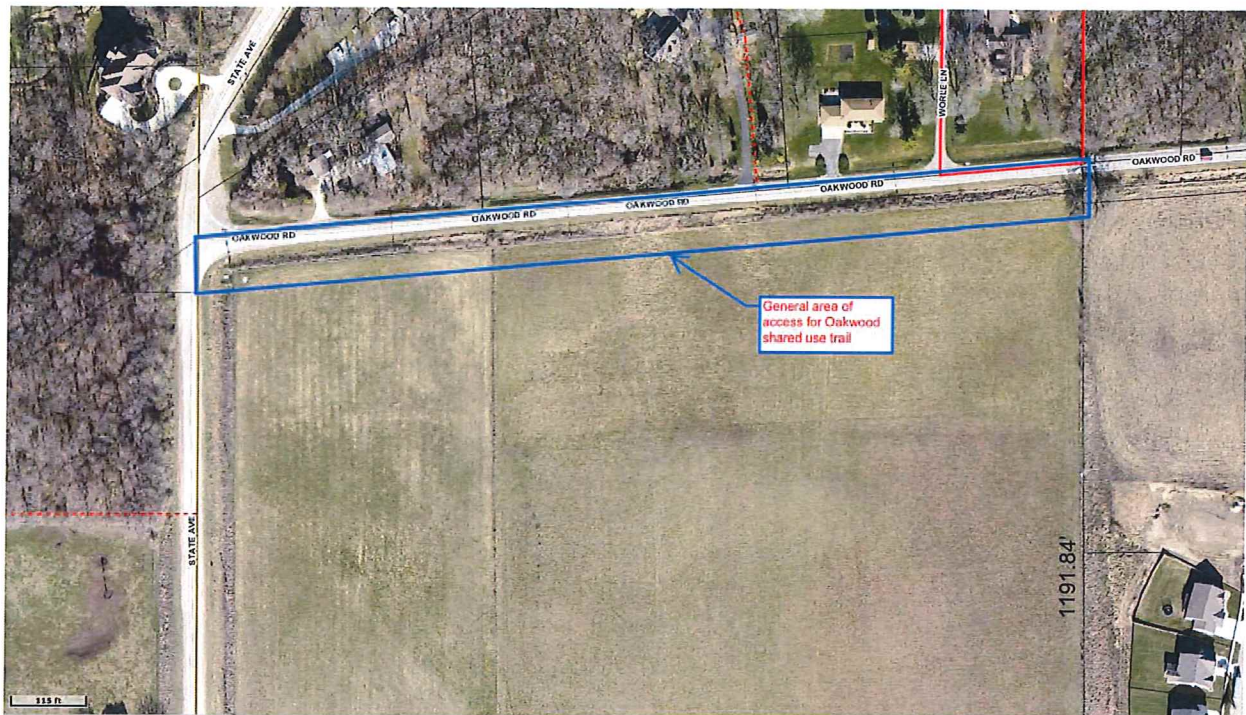
By: _____
Ann H. Campbell, Mayor
City of Ames

By: *Warren R. Madden*
Warren Madden,
Senior Vice President for Business and Finance
Iowa State University of Science and Technology

Attest: _____
Diane R. Voss, City Clerk
City of Ames

ATTACHMENT A
Property located at SW corner of State Ave and Oakwood Rd

Attachment A



COUNCIL ACTION FORM

SUBJECT: BERNELS & HOTEL ELECTRIC VAULT LID REPLACEMENTS

BACKGROUND:

This project is for the removal and replacement of concrete vault lids at the Bernels alley transformer vault and the Hotel alley transformer vault in the downtown area. These lids were originally installed in the mid-1960's. The steel support members of the lids are showing significant rust and need to be removed. The lids will be replaced using an improved design to provide an extended life span.

Bid documents were issued to twelve companies. The bid was also advertised on the Current Bid Opportunities section of the Purchasing webpage and was sent out to two plan rooms. On August 4, 2016, two bids were received as shown below:

BIDDER	BASE	SALES TAX INCLUDED IN BASE	OPTION
Woodruff Construction, LLC Ames, IA	\$61,700	\$965	No bid
Minturn, Inc. Brooklyn, IA	\$68,500	\$5,000	No bid

Staff reviewed the bids and concluded that the apparent low bid for submitted by Woodruff Construction, LLC of Ames, IA in the amount of \$61,700 is acceptable.

The engineer's estimate for this project is \$60,000. The approved FY 2016/17 operating budget for Underground Systems Improvements contains \$275,000 which will be utilized to cover this project.

ALTERNATIVES:

1. Award a contract to Woodruff Construction, LLC, Ames, IA, for the Bernels & Hotel Vault Lid Replacements in the amount of \$61,700.
2. Reject all bids which will delay replacement of the vault lids.

MANAGER'S RECOMMENDED ACTION:

This project is needed because the steel support members of the existing concrete vault lids are showing significant rust and need to be removed and replaced with an improved design to provide an extended life span.

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

COUNCIL ACTION FORM

SUBJECT: AWARD CONTRACT FOR 15kV 1/0 STRANDED ALUMINUM CABLE FOR THE ELECTRIC SERVICES DEPARTMENT

BACKGROUND:

This bid is for the purchase of 30,000 feet of 15kV 1/0 stranded aluminum cable to replenish inventory for the Electric Services Department. Cable of this type is kept on hand in order to ensure availability for the needs of the department. Typically, this cable is used to provide service for commercial and residential applications and is necessary to meet the anticipated needs of the Electric Services Department for new construction and maintenance projects.

There is not a specific amount budgeted for inventory items such as cable. As cable is removed from inventory for a project, it is charged to the project as a material cost.

On July 27, 2016, an invitation to bid (ITB) was issued to 59 vendors. The ITB was advertised on the Current Bid Opportunities section of the Purchasing webpage.

On August 12, 2016, four bids were received as shown below:

BIDDER	TOTAL COST
Wesco Distribution, Des Moines, IA	\$69,336.00
RESCO, Ankeny, IA	\$75,242.40
Kriz-Davis Co., Ames, IA	Non-Responsive
Graybar, Des Moines, IA	Non-Responsive

Prices are inclusive of 6% State of Iowa Sales Taxes Plus 1% Local Tax

Staff reviewed the bids and concluded that the apparent low bid in the amount of \$69,336.00 submitted by Wesco Distribution, is acceptable. The two non-responsive bidders took exception to the specifications and offered unacceptable manufacturers' products per the specifications provided in the bid documents.

City Council should note that due to the metal content of this product, the bidder (Wesco) included a metal escalation/de-escalation clause due to the volatile market for metal, which may adjust the price on the day the cable is ordered. While this is not an ideal situation for the City, this cable is necessary to the efficient operation of the utility.

ALTERNATIVES:

1. Award a contract to Wesco Distribution, Des Moines, IA., for the purchase of Electric Services aluminum cable in accordance with bid in the amount of \$69,336.00 (inclusive of Iowa sales tax), subject to metals adjustment at time of order.
2. Reject all bids and attempt to purchase aluminum cable on an as needed basis.

MANAGER'S RECOMMENDED ACTION:

It is important to purchase aluminum cable at the lowest possible cost with minimal risk to the City. It is also imperative to have aluminum cable available to meet department's needs for commercial and residential application.

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



RFQ 2017-014 ALUMINUM CABLE FOR ELECTRIC DISTRIBUTION INVENTORY BID SUMMARY

		WESCO		RESCO		GRAYBAR ELECTRIC CO		KRIZ-DAVIS CO		
GROUP 1										
CABLE, ALUM 1/0, 220 MIL,JACKETED, 15KV CITY STOCK # 880 002 04067 1/0 STRAND FILLED, 220 MIL CABLE, 1/0 STRANDED ALUMINUM, CONCENTRIC 15 KV, 220 MIL EPR INSULATION, FULL SIZE UNCOATED COPPER NEUTRAL, WITH OVER-ALL INSULATING JACKET. PER CITY OF AMES SPEC URD-EPR_lcc_11-15-11. MUST ALSO CONFORM TO LATEST NESC REQUIREMENTS FOR MARKING. TO BE PACKAGED ON NON-RETURNABLE REELS OF 2500 FT EACH. CERTIFIED TEST REPORTS ARE REQUIRED. COMPLETE MANUFACTURER'S SPECS SHALL BE PROVIDED WITH QUOTATIONS. ACCEPTABLE SUPPLIERS ARE OKONITE AND KERITE. CME NOT AN APPROVED MANUFACTURER		30,000	FT	2.160	64,800.00	2.344	70,320.00	NON-RESPONSIVE		NON-RESPONSIVE
		MFG:		OKONITE		KERITE		Superior Essex		General Cable
		Part #:		163-23-3072		111F15-K1200		E9JPM-1A6F01CA00		749746 1/0 FA 220E FN PE
		Subtotal		64,800.00		70,320.00		-		-
		Sales and/or Use tax on above materials (7% if licensed to pay Iowa Sales		4,536.00		4,922.40		-		-
		Overall		69,336.00		75,242.40		-		-
								NON-RESPONSIVE		NON-RESPONSIVE
				8-9 WEEKS PRICE IS FIRM EXCEPT FOR METALS ESCALATION /DE- ESCALATION BASED ON COPPER AT \$2.1965/LB. AND ALUMINUM AT \$.7916/LB. PRICE CAN BE FIRMED UP ON DAY OF ORDER AND BEFORE ORDERING IF PREFERRED.		6 WEEKS PRICING WILL ESCALATE/DE- ESCALATE AT TIME OF ORDER PER ATTACHED MFG QUOTE				4-6 WEEKS
		Lead Time from PO Receipt Date:								



CITY OF
Ames™

Caring People ♦ Quality Programs ♦ Exceptional Service

MEMO

To: Mayor and Members of the City Council

From: City Clerk's Office

Date: August 19, 2016

Subject: Contract and Bond Approval

There is no Council Action Form for Item No. 20. Council approval of the contract and bond for this project is simply fulfilling a *State Code* requirement.

/jr

COUNCIL ACTION FORM

SUBJECT: POWER PLANT FIRE PROTECTION SYSTEM – GT1 COMBUSTION TURBINE - CONTRACT COMPLETION

BACKGROUND

This specific project is to hire a contractor to furnish all labor, materials, system layout and equipment for a fully operating fire protection system in the Gas Turbine No. 1 facility. This includes an automatic preaction sprinkler system, a carbon dioxide system, and a fire alarm system. The new system will protect all areas and be fully compliant with the applicable NFPA standards and all other codes, regulations and laws applicable to the work.

On September 22, 2015, City Council awarded a contract to Associated Fire Protection, Omaha, NE, for this project in the amount of \$145,200.

Three change orders were issued to this contract.

Change Order No. 1 for \$4,190 was for the contractor to bring in a water line through the floor instead of through the wall.

Change Order No. 2 for \$2,940 was for additional work to include curb removal and replacement.

Change Order No. 3 for \$4,238 was for: 1) Costs associated with the separation and removal of garbage and trash materials encountered while excavating below grade for the new water line on the north side of the GT1 control room; and 2) Additional costs to core the 3'-4" concrete floor slab in the GT1 battery room to connect the water line to the new fire protection system.

The contract amount including these three change orders is \$156,568. The engineer's estimate for this project was \$400,000. Funding comes from the FY14/15 Capital Improvements Plan in the Power Plant Fire Protection System Project.

All of the requirements of the contract have been met by Associated Fire Protection, and the Engineer has provided a certificate of completion.

ALTERNATIVES:

- 1) Accept completion of the contract with Associated Fire Protection, Omaha, NE, for the GT1 Combustion Turbine - Generator Preaction Sprinkler System, Carbon Dioxide System and Fire Alarm Upgrade at a total cost of \$156,568.

2) Delay acceptance of this contract.

MANAGER'S RECOMMENDED ACTION:

The contractor for this project has completed all of the work specified under the contract, and the engineer has issued a certificate of completion on the work.

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

COUNCIL ACTION FORM

SUBJECT: **COMPLETION OF INIS GROVE SAND VOLLEYBALL COURT LIGHTING PROJECT**

BACKGROUND:

Van Maanen Electric, Inc. was awarded the contract to provide all labor, equipment, materials, and other components necessary to complete the Inis Grove Park Sand Volleyball Court Lighting Project in accordance with the plans and specifications developed by Snyder & Associates, Ankeny, Iowa. The contract was awarded on April 14, 2015 in the amount of \$85,909. The lights were recently completed at the end of July. Snyder & Associates completed a site visit to review the lighting operations on August 4, 2016 and the lighting performed as recommended. The work to be constructed by Van Maanen Electric has been completed and Snyder & Associates recommends final acceptance of the project.

ALTERNATIVES:

- 1) Accept completion of the Inis Grove Sand Volleyball Court Lighting Project in the amount of \$85,909.
- 2) Do not accept the completion of the Inis Grove Sand Volleyball Court Lighting Project.

MANAGER'S RECOMMENDED ACTION:

Van Maanen Electric Inc, has completed the work required as specified in the bid specifications. The letter of completion from the design firm Snyder & Associates Inc, Ankeny, Iowa is attached.

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



Memorandum

To: Joshua Thompson **Date:** 8/11/16
From: Todd Knox TDK
CC: Don Marner
RE: Inis Grove Sand Volleyball Court Lighting

Snyder & Associates prepared construction plans for the sand volleyball court lighting at Inis Grove Park. Lighting included control equipment, necessary cabling, poles, foundations, and fixtures. Van Maanen Electric, Inc. was the contractor awarded the project. Snyder & Associates completed a site visit to review lighting operations on Thursday, August 4th and the lighting performed as recommended. The work to be constructed by Van Maanen Electric has been completed and Snyder & Associates recommends final acceptance of the project.



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

23

August 18, 2016

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

Ladies and Gentlemen:

I hereby certify that the sanitary sewer, storm sewer, subgrade preparation, curb & gutter, and asphalt base installation, required as a condition for approval of the final plat of **Sunset Ridge 6th 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 reduced to **\$5,000**. The remaining work covered by this financial security includes punch list items on the installed infrastructure.

Sincerely,

John C. Joiner, P.E.
Director

JJ/jc

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

Sunset Ridge 6th Addition

August 18, 2016

Page 2

Description	Unit	Quantity
Excavation and Embankment	CY	36,600
Subgrade Preparation	SY	6,592
Sanitary Sewr Gravity Main, Trenched, 8"	LF	1,231
Sanitary Service Stub, 4"	EA	40
Subdrain, 4"	LF	197
Footing Drain Collector, Case D, Type 2, 8"	LF	1,346
Footing Drain Cleanout, 8"	EA	5
Sump Service Stub, 1.5"	EA	40
Storm Sewer, Trenched, RCP Class III, 15"	LF	241
Storm Sewer, Trenched, RCP Class III, 18"	LF	450
Water Main, Trenched, 8"	LF	1,814
Fitting, M.J. Tee, 8"	EA	1
Fitting, M.J. Sleeve, 8"	EA	4
Water Service Stub, 1"	EA	40
Valve, M.J. Gate, 8"	EA	5
Fire Hydrant Assembly (includes 8"X8"X6" M.J. Tee, 6" M.J. Gate Valve, 6" Pipe, and Hydrant)	EA	3
Temporary Blowoff Hydrant Assembly (remove and reinstall 8"X6" M.J. Reducer, 6" Pipe, and	EA	4
Sanitary Manhole, SW-301, 48"	EA	6
Single Grate Intake, SW-501	EA	4
Single Grate Intake, with Manhole SW-503	EA	4
Storm Sewer Manhole, SW-401, 48"	EA	1
PCC Curb and Gutter, 30"	LF	3,497
Pavement, HMA Base, 6"	SY	1,582
Pavement, HMA Base, 7.5"	SY	3,225
Pavement, HMA Surface, 2"	SY	4,807
Pedestrian Ramps, PCC, 6"	SY	34
Detectable Warning Panels	SF	40
Seeding (Type 1), Fertilizing and Mulching	AC	13.4
Inlet Protection	EA	8
Silt Fence	LF	2,800
Stabilized Construction Entrance	EA	3

COUNCIL ACTION FORM

SUBJECT: **INITIATION OF EAST INDUSTRIAL ANNEXATION**

BACKGROUND:

The City of Ames has received annexation petitions from property owners representing 1,082.78 acres on both sides of Lincoln Highway between Ames and Nevada in the planned East Industrial expansion area. The petitions are signed by nine separate owners representing 36 separate parcels. Most have signed a waiver of their right to withdraw from the annexation process.

The annexation petitions include properties recently designated as Planned Industrial in the Ames Urban Fringe Plan map. That designation was completed in March, 2016 with the approval of the City Councils of Ames and Gilbert and the Story County Supervisors. An excerpt of the Ames Urban Fringe (AUF) Plan Map is found in Attachment 1. The 28E Agreement that implements the AUF Plan requires the City to consider annexation applications only for those areas designated as Urban Residential or Planned Industrial in the Ames Urban Fringe Plan.

Inclusion of Non-consenting Owners

Annexations are governed by the Code of Iowa Section 368.7. Annexation petitions initiated by individuals or entities are classified as a voluntary application. With a voluntary application, the City may include up to 20 percent of the total annexed land area with additional non-consenting property owners. This is allowed to avoid creating islands (the Code of Iowa does not allow islands to be created by annexations) or create more uniform boundaries (to make the provisions of services more efficient). This rule is often referred to as the 80/20 rule, where you have a minimum of 80 percent consenting land area and a maximum of 20 percent non-consenting land area.

In order to annex all 1,083 acres represented in the petitions, the City Council will need to use the 80/20 rule to annex non-consenting properties. Eight additional properties need to be included in order to avoid creating islands. Staff also recommends the inclusion of nine additional properties in order create more uniform boundaries. The proposed annexation with uniform boundaries totals 1,349.63 acres, plus additional railroad and highway rights-of-way. Attachment 2 includes a map identifying the consenting and proposed non-consenting properties owners. **The consenting owners comprise 80.23 percent of the entire annexation area represented in Attachment 2.** A table showing the names of the owners, their acreages, and whether or not they are consenting is included in Attachment 3.

City staff met with several of the owners of the non-consenting parcels on Monday, August 15th to describe the impacts of annexation and measure their interest in joining the annexation. The owners had a number of questions about City services, taxes, and the timing of a possible annexation. None indicated a desire to join the annexation.

Annexation Considerations

Accepting an annexation petition is a discretionary act of the City Council. The Council has no obligation to initiate an annexation process or ultimately annex property. Consideration of the merits of a request to annex and the effect it may have on City services and city land needs will be weighed at the time of the public hearing.

The City has a policy requirement that annexations be consistent with the LUPP and the AUF. The growth areas identified in these documents are areas that were based on the ability to provide services to allow for industrial development. In this circumstance, the annexation area is consistent with the recent LUPP and Fringe Plan amendments intended to identify the desired location of an east industrial expansion area.

Upon annexation, a property automatically assumes the LUPP land use designation consistent with its use designation as described in the AUF. In this case, the Planned Industrial LUPP designation would be assigned to these properties upon annexation.

All newly-annexed property is automatically zoned Agriculture. Zoning would not change unless a request is initiated by the owner or by the City Council. Any proposed zoning would need to be consistent with the Land Use Policy Plan. Staff believes that at this time rezoning would not occur without a property owner request subsequent to approval of annexation. City Council has directed staff to consider a master planning project for the east industrial expansion area to review infrastructure demands and the types of industrial uses allowed for the area.

Also upon annexation, the City of Ames would provide fire and police protection, replacing the rural fire service (in this case, Nevada Fire Department) and the County sheriff, respectively. Property taxes would change based on the next calendar year assessment. The new levy would be reflected in the tax statement in the fall of the following calendar year.

Traditionally, water service areas have been managed by the City at the time of annexation. Prior to the AUF amendment, the City entered into an agreement with Central Iowa Water Association to establish rates for the buyout of the CIWA territory and incorporation into the Ames service area. The property owners have the obligation to secure buyouts of rural water requirements before development of any properties can occur within the City.

Other public services will vary in newly annexed areas based on state established district boundaries. For example, electric service territories and school district boundaries are not set by city boundaries and are unaltered by annexation.

Annexation Process

The first step in this annexation is for the City Council to accept the petitions and refer them to the Planning and Zoning Commission for a recommendation. The City Council will also designate a staff member for the consultation with the Supervisors of Story County and the Trustees of Grant Township. Prior to approval of an annexation, the City

Council is required to hold a public hearing. Because the proposed annexation request lies within two miles of another city (Nevada) and because there are non-consenting owners, the City Development Board of the Iowa Economic Development Authority would need to act on the request following their own public hearing. If the process is initiated as proposed, the total time to complete the annexation is estimated to be five months.

ALTERNATIVES:

1. The City Council can initiate the annexation of 1,349.63 acres of land, including 266.85 acres of non-consenting property as shown on Attachment 2. This alternative designates staff of the Planning and Housing Department as the representative to the consultation with township trustees and county supervisors. The petitions will also be forwarded to the Planning and Zoning Commission for review and a recommendation.

The annexation request would return to the City Council for a public hearing and action. The petitions would then be forwarded to the City Development Board for their public hearing and action.

2. The City Council can initiate an annexation of less than 1,349.63 acres by identifying which properties to exclude.
4. City Council could choose not to initiate annexation at this time.

MANAGER'S RECOMMENDED ACTION:

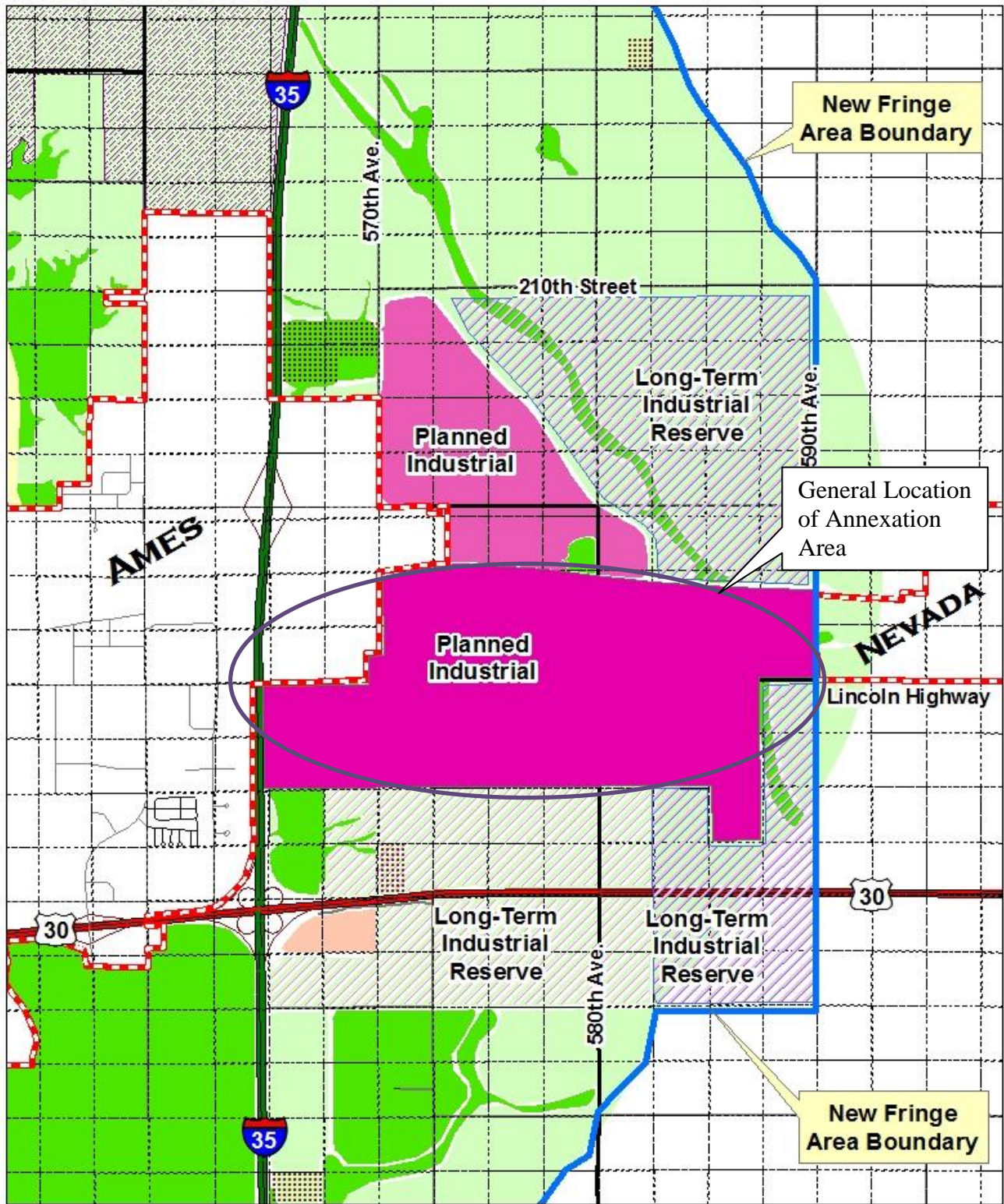
This annexation request represents the direction given by the City Council to prepare and make available vacant land for industrial uses. The proposed boundaries for the annexation follow the designation of this land as Planned Industrial in the Ames Urban Fringe Plan. The proposed boundaries also reflect the "buyout area" which is included in an agreement with the Central Iowa Water Association and the City of Ames which became effective on March 21, 2016.

Petitions for annexation have been submitted by owners of 1,082.78 acres in the area. City staff reached out to the owners of the remaining 266.85 acres to gauge their level of interest in joining the annexation. As of this writing, no others have sought annexation.

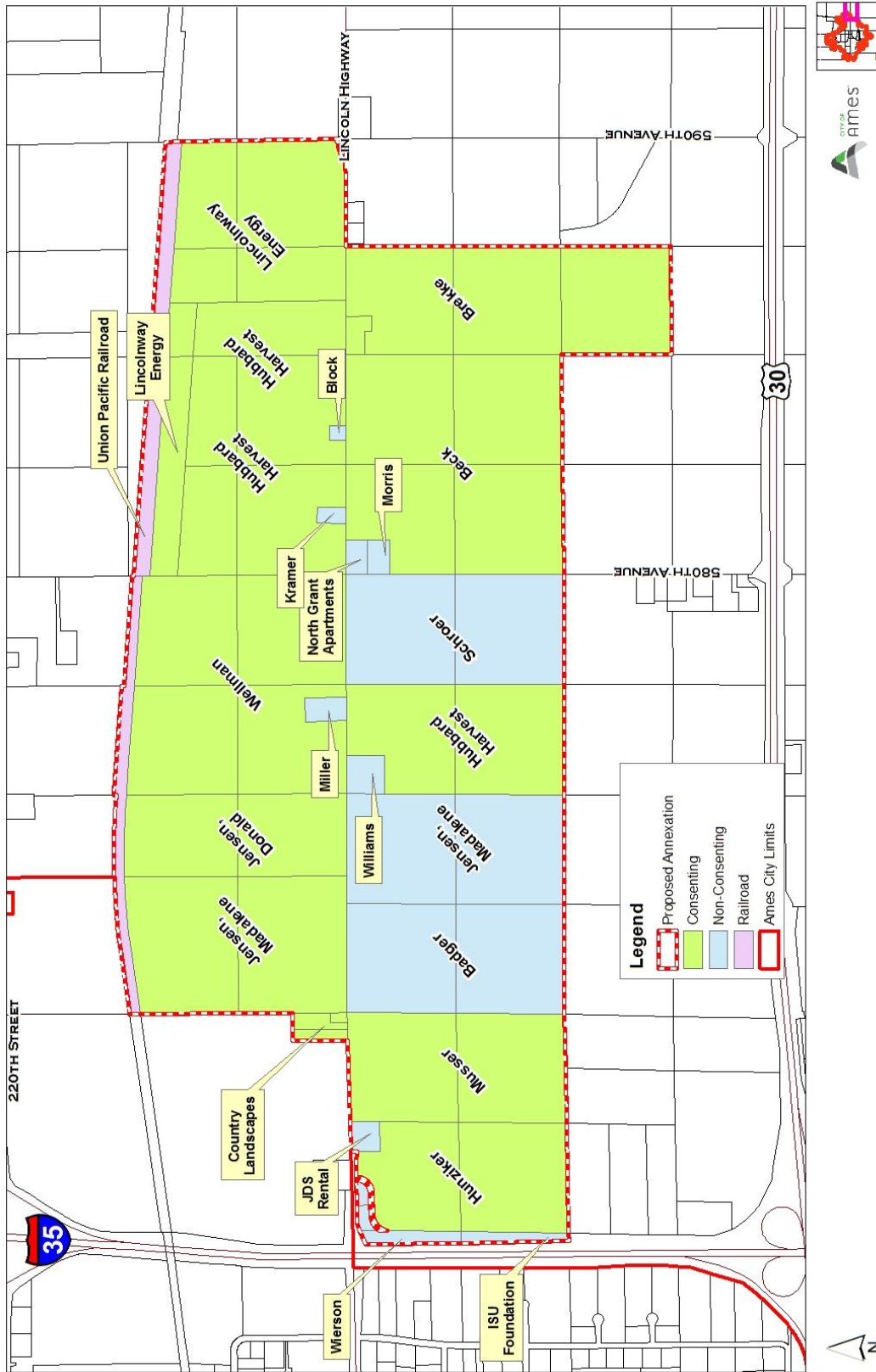
Annexation requests in the past have typically included only those non-consenting properties necessary to avoid creating islands. In some instances, however, the result has been very irregular boundaries that have prevented or delayed later annexations. Irregular boundaries also lead to questions of jurisdiction and provision of services when, for instance, half of a road right-of-way is within the City and half remains within the unincorporated portion of the county. Because of this, staff recommends the inclusion of these 266.85 acres to ensure both sides of Lincoln Way have properties within the City's jurisdiction.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, initiating the annexation of 1,349.63 acres, forwarding the petitions to the Planning and Zoning Commission for a recommendation, and designating staff of the Planning and Housing Department as representatives for the consultations with Grant Township and Story County.

ATTACHMENT 1: AMES URBAN FRINGE PLAN MAP [EXCERPT]



ATTACHMENT 2: PROPOSED ANNEXATION



ATTACHMENT 3: OWNERS, ACREAGES, CONSENTING

Name	# of Parcels	Total Acres	Consenting
Badger, Micheal	2	80.00	No
Beck, Judd	4	155.00	Yes
Block, Justin	1	0.80	No
Brekke, Randy	3	116.21	Yes
Brekke, Randy and Suzanne	1	2.79	Yes
Country Landscapes	3	4.84	Yes
Hubbard Harvest, LLC	7	198.30	Yes
Hunziker, Erben and Margaret Apts, LLC	2	73.20	Yes
ISU Achievement Foundation	1	4.04	No
JDS Rental Properties, LLC	1	2.97	No
Jensen, Donald	2	62.99	Yes
Jensen, Ivan and Madalene	2	78.49	No
Jensen, Ivan and Madalene	2	68.59	Yes
Kramer, Dwight and Zoeann	1	1.57	No
Lincolnway Energy LLC	6	117.90	Yes
Miller, Malcom and Nancy	1	3.00	No
Morris, Cheryl and Danny	1	2.50	No
Musser, Virginia Revoc Trust	2	80.00	Yes
North Grant Apartments LLC	1	2.50	No
Schroer, Janice Revoc Trust	2	80.00	No
Wellman, Paul Trustee	4	152.29	Yes
Wierson, Gayland and Janice	3	5.98	No
Williams, Christopher	1	5.00	No
Totals	53	1,349.63	

COUNCIL ACTION FORM

SUBJECT: ZONING ORDINANCE TEXT AMENDMENT TO ALLOW FOR SUPERVISED TRANSITIONAL HOMES IN THE RL, RM, RH, UCRM, RLP, FS-RL, FS-RM, F-PRD AND S-SMD ZONING DISTRICTS

BACKGROUND:

The City Council received a request on April 21st to consider initiating a Zoning Text Amendment to create a “transitional housing” use option for residential zoning districts (See Attachment A). The interested parties’ desires are to allow for a broader range of choices for meeting “transitional living” needs within existing single-family dwellings. **They would like to acquire facilities for youth or adults needing transitional housing with live-in support. Through conversations with service providers, staff anticipates that such facilities would exceed the maximum occupancies of household living category with a “family” as defined by the Zoning Ordinance and would be group living that is only 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 providing 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 only 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 are 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 a

supervised type of group home would fit under Transitional Living Facility under Group Living if no changes were made to the Zoning Ordinance.

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 providers' interest in using one and two-family home structures rather than apartments, 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 Attachment B)

The request from the social service providers raised the following two policy questions for the City Council to consider:

1. Whether the City Council believed 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. 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.

City Council determined that the current ordinances of the City may not effectively address the needs of the human services agencies. Therefore, Council directed staff to initiate a text amendment to allow for a new supervised transitional home for inclusion in the Zoning Ordinance and to propose standards for such a use.

TEXT AMENDMENT OPTIONS:

In general, staff understands that the social service providers desire to operate this transitional home within a residential neighborhood where a home is used for up to three individuals or three heads of households and their dependents within a home, occupants to live in the home for up to two years, and to have on site supervision at the home. In crafting a new definition it was important to staff that the definitional lines between household living and family sizes be maintained and that a new use that could have multiple "heads of household" or individuals in the transitional living environment be distinguished from other uses in the Zoning Ordinance. The specifics of creating a definition and permitting process for such are described in greater detail below.

Supervised Transitional Home Definition:

"A small group living residential use occupying a dwelling unit as a single housekeeping unit for purposes of assisting occupants with daily living skills as a transition to a long term living environment. Such use provides permanent in-home supervision by an institutional use, non-profit, or social service agency where the in-home supervision is not included in the total number of allowed occupants for the dwelling unit. The use is not intended as transitional living facilities for former offenders, residences for persons with physical or mental disabilities, temporary shelters, or for residential uses complying with household living or family home regulations."

The proposed text amendment will also need to add "Supervised Transitional Home" to the list of permitted uses included under the subcategory of Group Living in Article 5 of the Zoning Ordinance to recognize such use as a new Group Living housing type.

Zoning Districts Allowed:

In addition to defining the use, a major component of the process is to decide where such uses may be established. Staff believes there is a relationship between the issues of permitting and size and need that will help guide the choice of where to allow this new use. **Currently, the group living uses are most frequently allowed in either medium or high density areas or commercial areas. As discussed above, there are a limited number of single-family home structures in these areas that would meet the needs for this use.**

Staff believes that to fully meet the goals of the interested parties for the text amendment it is their desire that this proposed supervised transitional home use be permitted in a broad range of residential base zones that have a stock of single family detached homes. Therefore staff would recommend that the use be listed as an allowed use in each of the zone use tables for all residential zones, including RL, RM, RH, UCRM, RLP, FS-RL, FS-RM, F-PRD, and S-SMD. Variations of permitting or size limits could be applied by zoning district as well.

Occupancy Allowance:

Due to the needs of the providers to create a housing option which exceeds the typical occupancies of the residential “family” definition, it is recommended that the text amendment be a group living use. This would allow the City to establish the number of persons which could occupy the dwelling unit independent of the “family” allowances of the ordinance. As described earlier, the goal of the interested parties is to be able to serve at least three “heads of households or individuals” within a supervised home. Currently, we permit family homes for disabled persons, as defined by the state, with up to 8 individual in a single-family home. A higher level of occupancy would require a different zoning district or special use permit under current standards, see table on Page 2 of this report.

One option is to look at the number of “family units” which could occupy a dwelling unit. While “family unit” is not a defined term in the Zoning Ordinance, staff would view a family unit to include any one group of people who are related by blood, marriage, adoption or other authorized custodial relationship. Therefore, a mother with kids or an individual with no dependents would each be considered one family unit. This would allow some flexibility to the agency managing the units to occupy as necessary to provide their services, but still put a general limit on occupancy of the dwelling to manage potential occupancy issues or concerns for the neighborhoods. One family unit per bedroom up to a maximum of three family units per dwelling unit, not including the permanent supervision could occupy a dwelling unit would meet the goals for operating these uses. A four bedroom house in this situation would have one supervisor and either as few as 3 individuals or 3 family units that could exceed 10 people if there were a large number of dependents in the home, although a specific cap on people would not be stated.

A second option would be to look strictly at the number of occupants in the home. In this scenario there would be a flat cap on occupancy regardless of relationships. For example, a maximum occupancy could be established as two persons per bedroom in a home or to have cap on the total number of people. A four bedroom home could then have one supervisor and a total of 8 occupants. However, with a range of individuals or groups who may be occupying the home for services and the size of the house/dwelling unit this would be difficult in saying what the maximum number of total occupants could be and could then ultimately limit the amount of people or families being assisted by the services. If occupancy was based solely on bedrooms, larger homes would then allow for greater numbers of individuals.

Separation Distance to other Supervised Transitional Homes:

As with other group living uses within the Zoning Ordinance, a separation distance has been established between such uses to prevent a concentration of any one type of use within residential neighborhoods. **Although this use would generally be similar to household living uses in a neighborhood, to ensure compatibility staff believes a separation distance would be appropriate to avoid over concentration in one neighborhood.** In keeping with the same separation of group living uses already established in the ordinance, 500 feet could be set as a separation required between such supervised transitional homes. This would be radial separation measured from the property boundaries. 500 feet would equal one newer suburban block length or two to three block lengths in older neighborhoods with more gridded street patterns. The 500 foot separation could also be required for distance between other group living uses or social service provider uses to address the different combination of uses that could be located within one neighborhood.

Parking:

The Zoning Ordinance currently does not have an established parking ratio for some Group Living uses. The ordinance addresses a ratio for nursing and convalescent homes and a ratio for Greek houses, but does not establish a specific ratio for other transitional living facilities or social services providers. Although there is not a prescribed parking rates for all uses, the Zoning Ordinance does include regulations for front yard parking as well as stacked parking that prohibit these allowances for Group Living uses. This means that no parking in front of a building or on a single-car driveway is allowed to meet any parking requirements for Group Living. Although the proposed supervised homes would be single-family structures, the use of the front yard area for parking would be restricted in the current standards if they have required parking.

Staff does not believe that the described use would have a high demand for vehicle parking, especially with a limit of three “family units” for occupancy of any one dwelling unit. It is anticipated that not all residents would have a vehicle. It is also the intent of some social service agencies to locate homes in areas where transit options are available to the residents. With a three family unit limit, the most vehicles that would be expected would be four, one for the supervisor and up to 1 per family unit. In this case, it is anticipated that a single-family house or two-family home is the likely housing type being used for such use, and as such a single family home or two family home would have been required to provide two parking spaces per unit under current general development standards of the zoning code.

Staff believes that utilizing existing parking on site with use of public street parking would be sufficient for smaller scale uses; however, if the occupancy of units was greater a parking requirement is probably needed to ensure appropriate integration into a neighborhood. Staff would also note, that the separation requirement for these facilities would limit the spacing of such units so in an instance where an additional car may need to be parked, one or two additional cars on the street would not cause a large impact to the neighborhood.

If there is an interest in establishing a parking requirement, the Council could consider either establishing a requirement per bedroom or a flat number regardless of bedrooms.

If ultimately the approval process is discretionary rather than administrative, then parking could be considered on a case by case basis of a site and its surroundings. If the Council feels that additional parking should be required, options to address stacked parking or front yard allowances for group living uses may need to be reviewed due to the limits of lot sizes for existing single family or two-family structures.

Licensing and Inspections:

Group Living uses such as shelters, nursing and assisted living facilities, Greek housing, and university housing are all governed under other state licensing requirements which regulate general life safety requirements for the dwellings. Any other form of group living with multiple tenants would be subject to the City's rental housing ordinance and be required to meet minimum life safety elements of the building and fire codes and register the rentals with the City.

The proposed use may not fall under other licensing requirements and would not be regulated under the City's rental housing ordinance if there is no charge of rent for occupants. Some agencies that operate the proposed use may be subject to program monitoring if they receive state or federal funds to operate the homes, but there is no assurance that would be the case in all situations as no state licensing is mandatory for the use.

Staff anticipates that single-family or two-family properties are intended for purchase by agencies or groups that want to provide for the proposed supervised group home. These structures may or may not be compliant with current minimum standards for life safety measures that are applied in the Rental Code. **To ensure some element of minimum life safety, without the need for continued inspection as is done under the rental housing code, staff would suggest establishment of minimum standards for review at the time of application for the use.** Such requirements could include proof of operable windows, means of egress, egress windows/emergency escape openings, and minimum fire protection systems addressing equipment to detect a fire, actuate an alarm, or suppress or control a fire in accordance with the International Fire Code. If this was the direction for these types of uses, the Fire Department would need to assist in finalizing some general standards for approval of such use. However, these types of requirements exceed what a single family home owner must do for purchase and use of a property and would make it similar to how a rental property is evaluated currently.

Approval Process:

In zones where Group Living uses are currently allowed, the approval authority is either an administrative approval through a Minor Site Development Plan or a Special Use Permit approved by the Zoning Board of Adjustment. The Minor Site Development Plan allows the use by right. However, the Zoning Ordinance typically assumes site improvements are needed through a plan review of such improvements. The Special Use Permit requires a more case-by-case basis consideration of a project focusing on the use and its design and layout.

In this case, it is assumed that the use would be occupying either existing single-family or two-family dwellings, and therefore would not be subject to typical site plan review

improvement needs as with other uses. However, with the proposed use limitations, occupancy and separation distance standards recommended for the creation of the new group living use, there is a need for a permit of some type to verify compliance with the regulations. **Staff believes that the issues of registering a small transitional home and verifying compliance can be done administratively if objective standards are in place. Alternatively, the proposed use could be reviewed by the ZBA if there are elements of the building and occupancy or issues with compliance with such items as separation distance or parking on site that merit a case by case review to determine appropriateness of the use on a site and compatibility with its surroundings.**

ALTERNATIVES:

1. Approve by Staff with an Administrative Zoning Permit.

Through an administrative approval process granting the authority for staff to approve the supervised transitional home meeting the follow requirements:

- Use meets the definition of “Supervised Transitional Home” as defined above;
- Occupancy limited to a maximum of 8 occupants per dwelling unit;
- Separation Distance of 500 feet to any other supervised transitional home;
- No additional parking above the code required parking established based on the dwelling type (two parking stall per dwelling unit for single family and two-family housing types);
- Meet minimum life safety requirements for operable windows, egress windows, and fire detection/suppression equipment prior to the approval of a permit (no ongoing licensing or inspections);
- Allow within all residential zoning districts, only within a single-family structure (attached or detached).

2. Approve by Zoning Board of Adjustment with a Special Use Permit.

For a more managed approached, a Special Use Permit approval process authorizing the authority for the Zoning Board of Adjustment to approve the supervised transitional home meeting the follow requirements:

- Use meets the definition of “Supervised Transitional Home” as defined above;
- Occupancy limited to one family unit per bedroom with no limit on the total number of occupants within a dwelling unit;(could specify a max. limit)
- Separation Distance of 500 feet to any other supervised transitional home;
- Parking evaluated as part of the Special Use Permit criteria;
- Meet minimum life safety requirements for operable windows, egress windows, and fire detection/suppression equipment prior to occupancy;
- Allow within all residential zoning districts, only within a single-family structure (attached or detached).

3. Approve the program elements recommended by the Planning and Zoning Commission.
4. Approve any other combination of standards and/or approval processes.

Planning and Zoning Commission Recommendation:

At the meeting of July 20, 2016, the Planning and Zoning Commission discussed the individual issues described by staff and options for a text amendment for a “Supervised Transitional Home” use. Notable parts of the discussion by the Commission included the occupancy limits in terms of total persons and house size and how well a large number of people in one house will integrate into a low density area. **The Commission eventually settled upon a maximum of 8 occupants plus a supervisor, regardless of the house size.** The Commission also discussed the locations these uses could be allowed and how concentration could be an issue. They ultimately supported allowing for the use in all zoning districts with single-family homes.

The Commission also discussed the approval process in some length noting a concern for continued review after approval and not just a onetime approval. **The Commission favored an administrative approval with clear guidelines over the special use permit case-by-case public hearing review when considering all of the factors described above.** The Commission was interested in if the use could be part of a City licensing program for potential life safety interests, since the use may not be reviewed under other state, federal, or local rental licensing requirements.

With a vote of 5-0, the Commission recommended that the City Council approve text amendments to the Zoning Ordinance that will allow for the creation of a Supervised Transitional Home as a permitted use in all residential zones, with occupancy limits of a maximum of 8 people (plus supervisor), separation requirements of 500 feet, and the establishment of a new zoning permit for the site and structure (renewed periodically after inspection).

MANAGER’S RECOMMENDED ACTION:

The proposed Supervised Transitional Home regulations are tailored to the needs of local social service agencies to increase opportunities for a housing service that has limited options within the current Zoning Ordinance. **In order to move ahead to accommodate this request, the City Council must first decide whether or not the expansion of this type of use with greater occupancy will negatively impact adjacent neighborhoods.** If the Council decides to address this request to expand options for Supervised Transitional Home group living, staff believes the described standards are supportive of the general amendment request of the social service agencies and provides a framework to address how such a use can be incorporated into the community.

Staff has tried to outline the most critical issues and its understanding of the needs for this type of housing option to allow the City Council to give direction on the drafting of an ordinance. Alternative #1 describes a defined administrative process and standards

that works with a cap of 8 residents and a mandatory supervisor within a single home. With a cap of 8 persons, staff believes that a balance is struck between potential impacts on a neighborhood and desires of the social service providers to provide an efficient level of service to their clients. The combination of the 8 person cap and the 500-foot separation requirement also supports allowing for the use within all zoning districts of the City and not limiting them to just high density areas.

Therefore, it is the recommendation of the City Manager that the City Council direct staff to prepare a zoning ordinance text amendment to support adding the use of a supervised transitional home to the Zoning Ordinance by incorporating Alternative #1 as described above.

Attachment A

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.

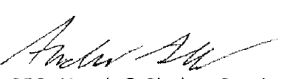
Please let me know if you have any questions. I will make myself and anyone from our group completely available to council and staff as the need arises.

Roger L. Wheeler



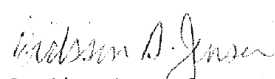
Broker Associate, Century 21 SRE

Andrew Allen




CEO, Youth & Shelter Services

Dickson Jensen



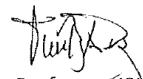
President, Jensen Group

Mike Easton



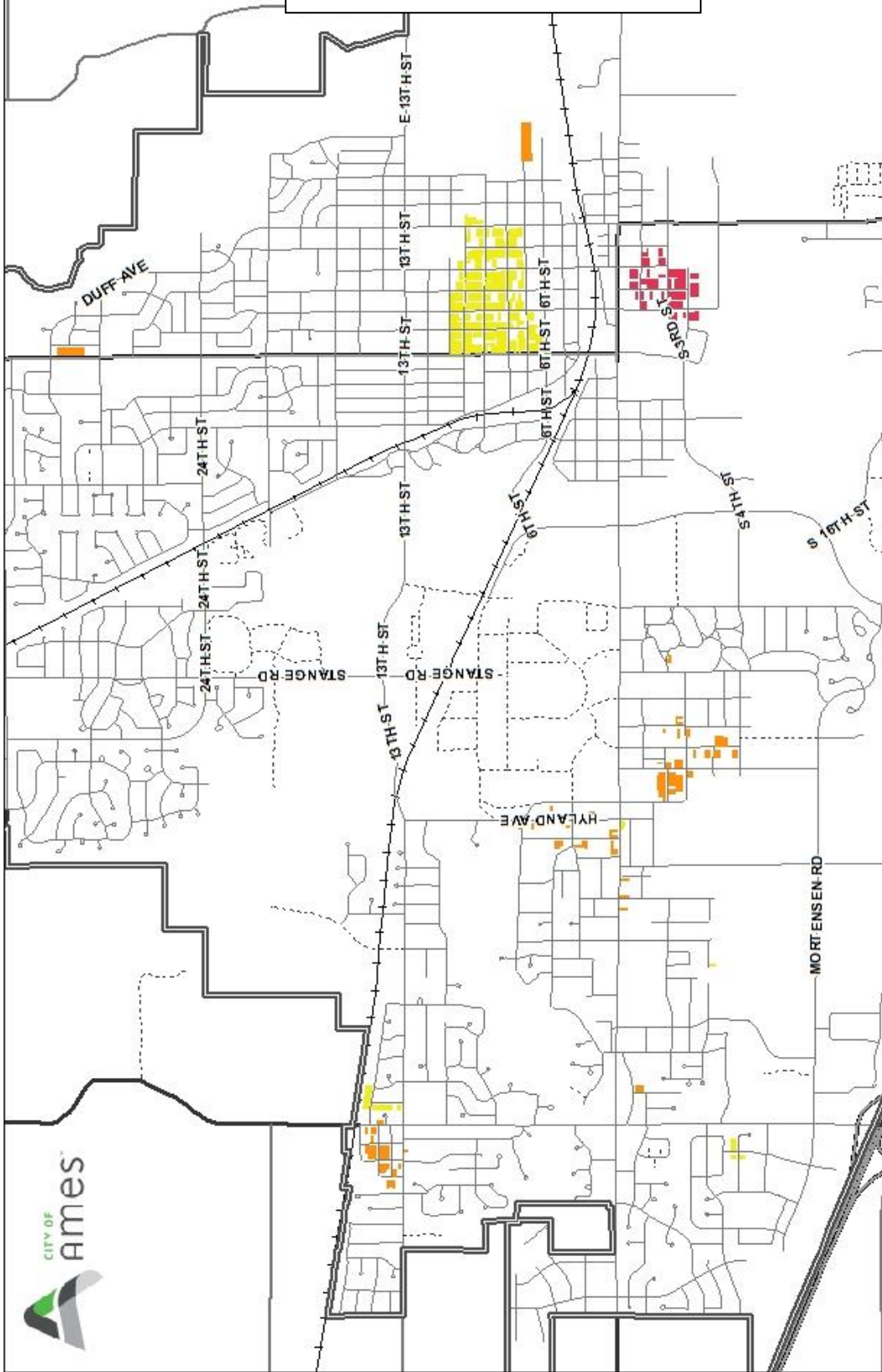
Cornerstone Church

Tim Day





Professor, ISU

Attachment B



Single Family and Two-Family Properties in the RM, RH and S-SMD Zoning Districts.

	Residential High Density (RH) (107)
	Residential Medium Density (RM) (302)
	South Lincoln Mixed Use (S-SMD) (70)



Attachment C

Land Use Policy Plan

Related Goals and Objectives

Goal No. 4. It is the goal of Ames to create a greater sense of place and connectivity, physically and psychologically, in building a neighborhood and overall community identity and spirit. It is the further goal of the community to assure a more healthy, safe, and attractive environment.

Objectives. In achieving an integrated community and more desirable environment, Ames seeks the following objectives.

- 4.A. Ames seeks to establish more integrated and compact living/activity areas (i.e. neighborhoods, villages) wherein daily living requirements and amenities are provided in a readily identifiable and accessible area. Greater emphasis is placed on the pedestrian and related activities.
- 4.B. Ames seeks to physically connect existing and new residential and commercial areas through the association of related land uses and provision of an intermodal transportation system.
- 4.C. Ames seeks to psychologically connect the various living/activity areas through closer proximity of residential areas and supporting commercial uses, common design elements, and inclusion of community amenities such as parks and schools. The connections should promote community identity.

Goal No. 5. It is the goal of Ames to establish a cost-effective and efficient growth pattern for development in new areas and in a limited number of existing areas for intensification. It is a further goal of the community to link the timing of development with the installation of public infrastructure including utilities, multi-modal transportation system, parks and open space.

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

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

...

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

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

- 6.C. Ames seeks to establish higher densities in existing areas where residential intensification is designated with the further objective that there shall be use and appearance compatibility among existing and new development.

...

ITEM #: 26
DATE: 08-23-16

COUNCIL ACTION FORM

REQUEST: **PRELIMINARY PLAT FOR ASPEN BUSINESS PARK, THIRD ADDITION**

BACKGROUND:

Randall Corporation is requesting approval of a Preliminary Plat, for Aspen Business Park, 3rd Addition, located at 516 S. 17th Street, to establish four buildable lots, one outlot for storm water management, and extension of S. 17th Street through the subdivision. (See *Attachment D: Lot Layout & Dimensions*) The site includes approximately 12.59 acres, and abuts Aspen Business Park to the east, U.S. Highway 30 along the southern boundary, Copper Beech apartment complex west of the site, and Pheasant Run apartments to the north (See *Attachment A: Location & Zoning Map*).

Rezoning of the site, from HOC (Highway-Oriented Commercial) to RH (Residential High Density) was approved by the City Council on December 22, 2015 (See *Attachment A: Location & Zoning Map*). The rezoning included approval of a Contract Rezoning Agreement for the property at 516 S. 17th Street. The Contract Rezoning Agreement limited the development intensity of the site (to a maximum of 525 bedrooms), and included provisions related to site development or subdivision in relation to public infrastructure.

The subject site is currently an outlot at the terminus of S. 17th Street. The Preliminary Plat includes a single point of access into the development from S. 17th Street to the east. The street will extend to the west edge of the property to allow for future extensions or connection to the abutting Copper Beech property and a potential future extension of Grand Avenue, south of S. 16th Street. The developer is responsible for the construction of all public improvements associated with the subdivision, including utilities, sidewalk and extension of S. 17th Street to serve the new lots. Due to the likely interim nature of the subdivision with a dead end street to the west boundary, final platting of the proposed lots will be subject to dead end street and fire turnaround requirements of the Subdivision Code and access requirements of the Fire Code.

Planning and Zoning Commission Recommendation. On August 3, 2016, the Commission considered the Preliminary Plat for Aspen Business Park, 3rd Addition. The Commission discussed future plans for extension of Grand Avenue and connection with the west end of S. 17th Street in the proposed subdivision. The Commission also discussed limits on the development intensity to a maximum of 525 bedrooms, and that allocation of the bedrooms to each lot must be examined to ensure clarity, prior to approval of the Final Plat. No one from the public spoke at the hearing. The Commission recommended approval of the Preliminary Plat by a vote of 4 to 0, Commissioner Wannemuehler abstained.

ALTERNATIVES:

1. The City Council can approve the Preliminary Plat for Aspen Business Park, 3rd Addition at 516 S. 17th Street, with the following conditions:
 - A. At the time of final plat approval, a deed restriction will be placed on the final plat for the no-build area for the future extension of S. Grand Avenue; *(consistent with language of the current contract rezoning agreement)*
2. The City Council can approve the Preliminary Plat for Aspen Business Park, 3rd Addition at 516 S. 17th Street, with modified conditions.
3. The City Council can deny the Preliminary Plat for Aspen Business Park, 3rd Addition at 516 S. 17th Street, by finding that the preliminary plat does not meet the requirements of Section 23.302(6)(a) 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 H: Applicable Subdivision Law*.
4. The City Council can defer action on this request to no later than September 2, 2016 and refer it back to City staff and/or the applicant for additional information.

MANAGER'S RECOMMENDED ACTION:

Staff believes that the proposed subdivision is consistent with the minimum required subdivision standards, and is consistent with the Contract Rezoning Agreement.

Therefore, it is the recommendation of the City Manager that the City Council act in accordance with Alternative #1, approving the Preliminary Plat for Aspen Business Park, 3rd Addition, at 516 S. 17th Street with the conditions stated above.

ADDENDUM

Project Description. The proposed subdivision, at 516 S. 17th Street, is a replat of Outlot B, Aspen Business Park, 1st Addition, and includes approximately 12.59 acres (See *Attachment D: Lot Layout & Dimensions*). The developer proposes to divide the outlot into four buildable lots, ranging in size from 1.43 to 3.66 acres. Lot A will be dedicated to the City of Ames as right-of-way for the extension of S. 17th Street through the site. Outlot C (1.31 acres) will serve as the location for regional storm water detention and treatment for the entire subdivision.

Zoning Requirements/Site Plan Review. All lots meet minimum frontage requirements for the Residential High Density (RH) zoning district. Once City Council approves the preliminary and final plat(s), site plans may be submitted for approval by City staff. Development of each lot will be subject to both base zoning standards as well as the contract rezoning agreement limitations.

Street and Sidewalk Access. Street access to the four lots will be provided exclusively by an extension of S. 17th Street, presently terminating at the east boundary of the subdivision. The right-of-way (r.o.w.) width is shown as 80 feet, which matches S. 17th Street, as constructed east of this proposed subdivision. The Contract Rezoning Agreement for this property specifies a r.o.w. width of 80 feet for the extension of S. 17th Street to the west property line of the subdivision. The exact alignment of the street is to be determined prior to preliminary plat approval.

The preliminary plat shows an extension of S. 17th Street from the existing terminus at the east boundary of the subdivision in a straight alignment to the west subdivision boundary. This is consistent with the general alignment shown in Exhibit A of the Agreement (See *Attachment G: Exhibit A of the Contract Rezoning Agreement*). On-street parking is not permitted on S. 17th Street, as constructed, and will not be permitted on the street extension through the subdivision. The proposed street width is 31 feet, which meets subdivision standards for a minor collector street (See *Attachment D: Lot Layout & Dimensions*).

Since S. 17th Street will be a dead end street that terminates at the west boundary of the subdivision, a temporary turnaround must be constructed in compliance with Fire Code and Subdivision Code requirements. Turnaround measures on private property will require approval by the Fire Department and will be subject to City specifications at the time of final plat approval and recording.

The Long Range Transportation Plan (LRTP) includes an illustrative project for the future extension of S. Grand Avenue from S. 16th Street, under Highway 30, to Airport Road along the west boundary of this proposed subdivision, on land in the abutting Copper Beech apartment complex. This land presently serves as a driveway to the Copper Beech apartments. It will be necessary for the land to be acquired by the City, as public street r.o.w., to facilitate the extension of S. Grand Avenue to connect with S. 17th Street in the proposed subdivision.

Extension of S. Grand Avenue, beyond the intersection with S. 17th Street to U.S. Highway 30, requires land within the proposed subdivision for S. Grand Avenue to align perpendicular to a Highway 30 underpass. The proposed preliminary plat shows an area reserved for future right-of-way, including a note that no structures are to be in the reservation area, which is necessary to accommodate the future extension of S. Grand Avenue under Highway 30 (See Attachment D: Lot Layout & Dimensions).

In the Contract Rezoning Agreement, Section III addresses the extension of South Grand Avenue, as follows:

Section III. SOUTH GRAND EXTENSION

- A. *Space reservation for South Grand Extension. Developer shall reserve street right-of-way across its lot for the eventual extension of South Grand Avenue, which is in the Ames Metropolitan Planning Organization Long Range Transportation Plan. Under this plan, South Grand Avenue shall extend onto the Developer's parcel to allow a perpendicular approach to extend the road under Hwy. 30. Exhibit A to this agreement (See Attachment G: Exhibit A) illustrates the intended general area for reservation for an 80-foot right-of-way road. However, recognizing that the exact route is yet to be determined, the specific route location and reservation area shall be determined no later than the time of final plat approval or Minor Site Development Plan approval, whichever occurs first.*

- B. *Deed Restricted No-Build Zone. Developer agrees to create a deed-restricted no-build area on the site within the defined South Grand extension area. The Developer shall not build any structures or place required development improvements necessary for use of the site on top of such land.*

At the time of final plat approval, a deed restriction will be placed on the final plat for the no-build area.

Sidewalk, at a width of 5 feet, will be constructed along the north and south sides of S. 17th Street, as required for residential subdivisions. The sidewalks will be extensions to existing sidewalk along both sides of S. 17th Street, east of the subdivision

Transit. CyRide currently circulates a route on S. 16th Street, north of the proposed subdivision. There is no direct pedestrian connection between the transit stops on S. 16th Street, and the proposed subdivision. An indirect sidewalk connection is available by following sidewalk along S. 17th Street east of the site, then proceeding along Golden Aspen Drive to reach S. 16th Street.

Infrastructure and Storm Water Management. The site is fully served by City infrastructure. Sanitary sewer and water are available, as is electric services. Existing and proposed easements are shown on the Preliminary Plat as required by Public Works. All required easements will be recorded with the Final Plat for the subdivision.

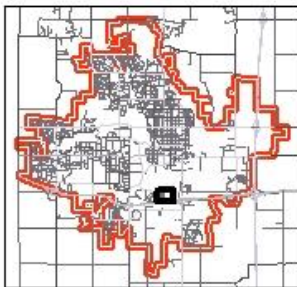
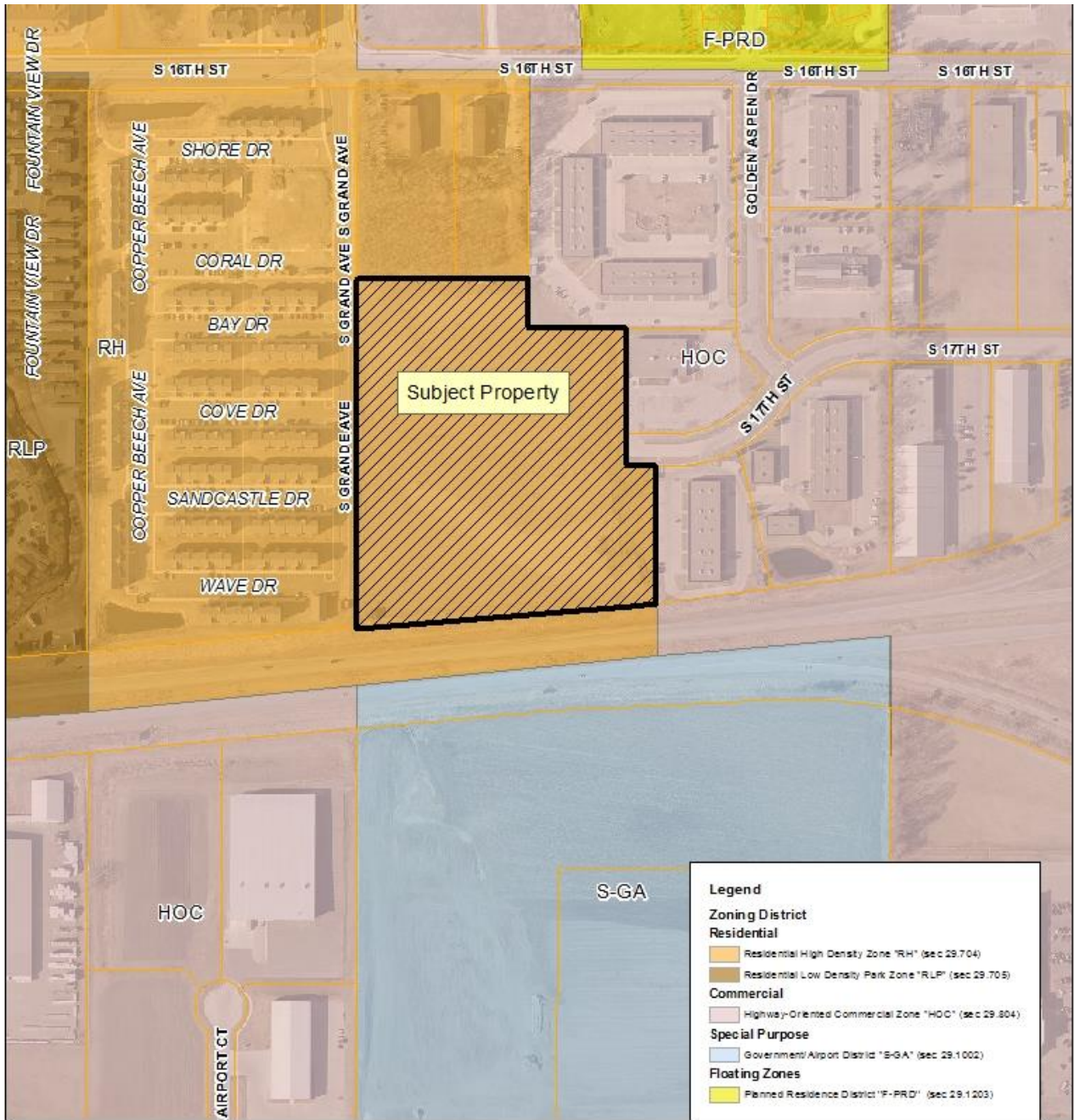
The Public Works Department has reviewed the storm water management plan and finds that the proposed development can meet the required storm water quantity and quality measures. Outlot C is proposed for storm water treatment and detention for the entire subdivision. The Developer may choose to provide storm water management facilities on each individual lot, as development occurs, as an alternative to providing the regional detention on Outlot C.

Street Tree Plan. The Street Tree Plan (*See Attachment F: Street Tree Plan*) shows trees planned along both sides of the street right-of-way for S. 17th Street, spaced at approximately 50 feet on-center, and accommodating for driveway accesses to the streets. A variety of overstory tree species are planned, as listed on the Street Tree Plan. In the interest of plant health and diversity, staff supports using a variety of tree species within this subdivision. The developer notes this intent within the preliminary plat's street tree planting plan and intent to limit species to no more than 25% of one kind.

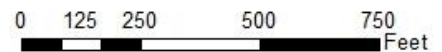
Applicable Law. Laws pertinent to the proposal are described on *Attachment H: Applicable Subdivision Law*. Pertinent for the City Council are Sections 23.302(6)(a) and (b), and Section 23.302(7).

Public Notice. Notice was mailed to property owners within 200 feet of the subject site and a sign was posted on the subject property. As of this writing, no comments have been received.

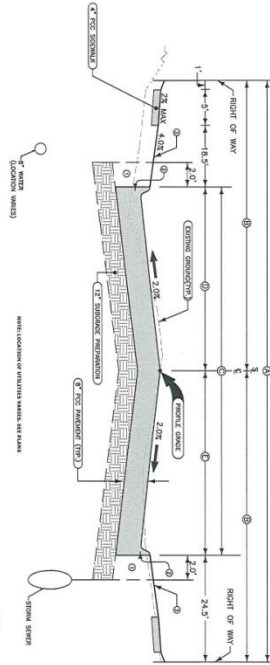
Attachment A: Location & Zoning Map



Location & Zoning Map 516 S. 17th Street



Attachment C: Typical Cross-Section & General Notes



TYPICAL CROSS SECTION
PCC PAVING

- ① Alignment, Survey Line
- ② Existing Crown Line
- ③ Excavate and Install 2.0', 8" min. Topsoil Placement
- ④ Standard 8" Curb
- ⑤ Slope, Vertical, 8" min. Topsoil Placement

PRELIMINARY PLAT DATA:

LEGAL DESCRIPTION:
 LOT 6, ASPEN BUSINESS PARK SUBDIVISION, 1ST ADDITION, ALL IN THE CITY OF AMES,
 STORY COUNTY, IOWA.

ZONING:
 Residential High Density (RH)

UTILITIES:
 All utilities will be located within public utility easements shown, or within utility corridors provided for by the City's "Use of City Rights-of-Way" Users' ordinance. All sanitary sewer mains will be 8" diameter. All water mains will be 8" diameter.

SIDEWALKS AND SHARED-USE PATHS:
 5' wide sidewalks will be constructed along public streets, where shown.
 Streets will be 31' wide within 80' wide right-of-way.

All construction materials, dumpsters, detached trailers, or similar items are prohibited on public streets or within public right-of-way.

PARKING RESTRICTIONS:
 Vehicle parking will be prohibited as follows:
 Along the North side of S. 17th Street

SEDIMENT AND EROSION CONTROL:

This site will be covered by an Iowa Department of Natural Resources NPDES permit. A sediment control plan shall be prepared and NPDES and City of Ames COSSECO permits will be obtained before grading activities begin.

LOT PURPOSES:

Lots 1 through 4 are for development in conformance with RH zoning. Lot A is right of way to be dedicated to the City Ames. Outlot C is for stormwater management and treatment. The lot area of Outlot C is 41,600 sq. ft. The size of Outlot C may change prior to development.

STREET PAVEMENT CRITERIA:

Street is designated a local collector street.

PCC Pavement Criteria - 8" PCC with CD joints placed on grade.
 High Pavement Criteria - 10" HPS on grade.
 Higher pavement requires any subsides or subdrains. The existing soils are well drained silty sand.

DEAD-END ROAD CRITERIA FOR S. 17TH'S FIRE CODE REQUIREMENTS:

S. 17th will be a dead-end road as access is not allowed to Cooper Beach's (Grand Avenue) private street to the west. A future connection is shown should the City obtain the right of way to S. 17th from Cooper Beach's (Grand Avenue), then a fire turnaround is not needed. A gated entry is acceptable to the fire department.

If S. 17th is a dead-end, then a turnaround for the fire department will be required once the construction of the first site proceeds above the foundation of the building (i.e. any flammable construction above ground). The turnaround shall be in accordance with Appendix D of the fire code. It is anticipated a future site plan(s) will specify the materials and location of the turnaround. A temporary turnaround should not be required as a turnaround is not needed until the site is developed.

REVISION	BY	DATE	ALL P&I PLOT COMMENTS NUMBER 07/25/19 CHECKED: SRS 07/24 DESIGNED: SRS 07/24 LAST UPDATE: 07/25/19
07/25/19			

TYPICAL SECTION AND GENERAL NOTES

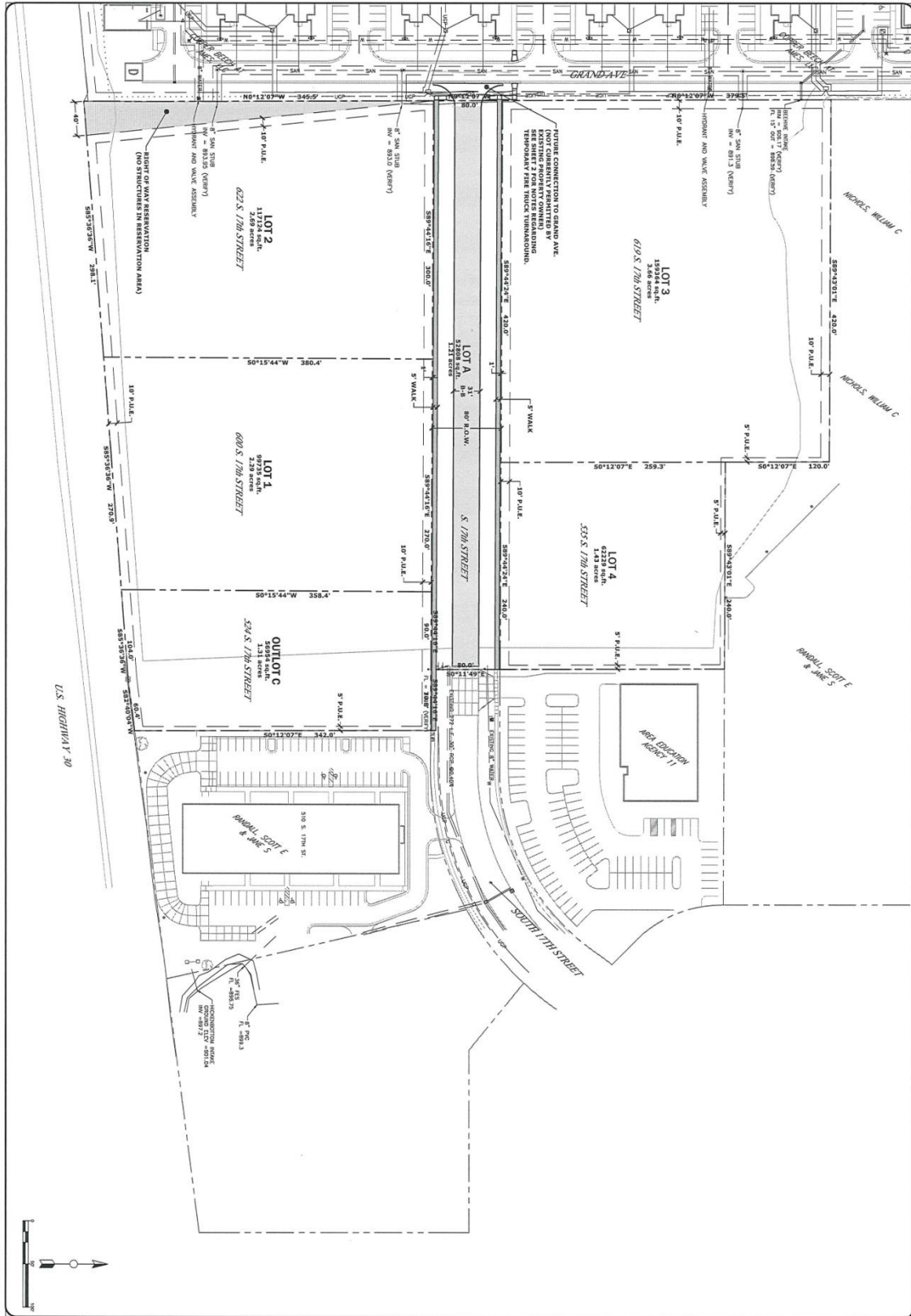
PRELIMINARY PLAT
 LOTS 1-4, ASPEN BUSINESS PARK, 3RD ADDITION
 SCOTT AND JANE RANDALL
 AMES, IOWA

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

PROJECT NO.
2024-124

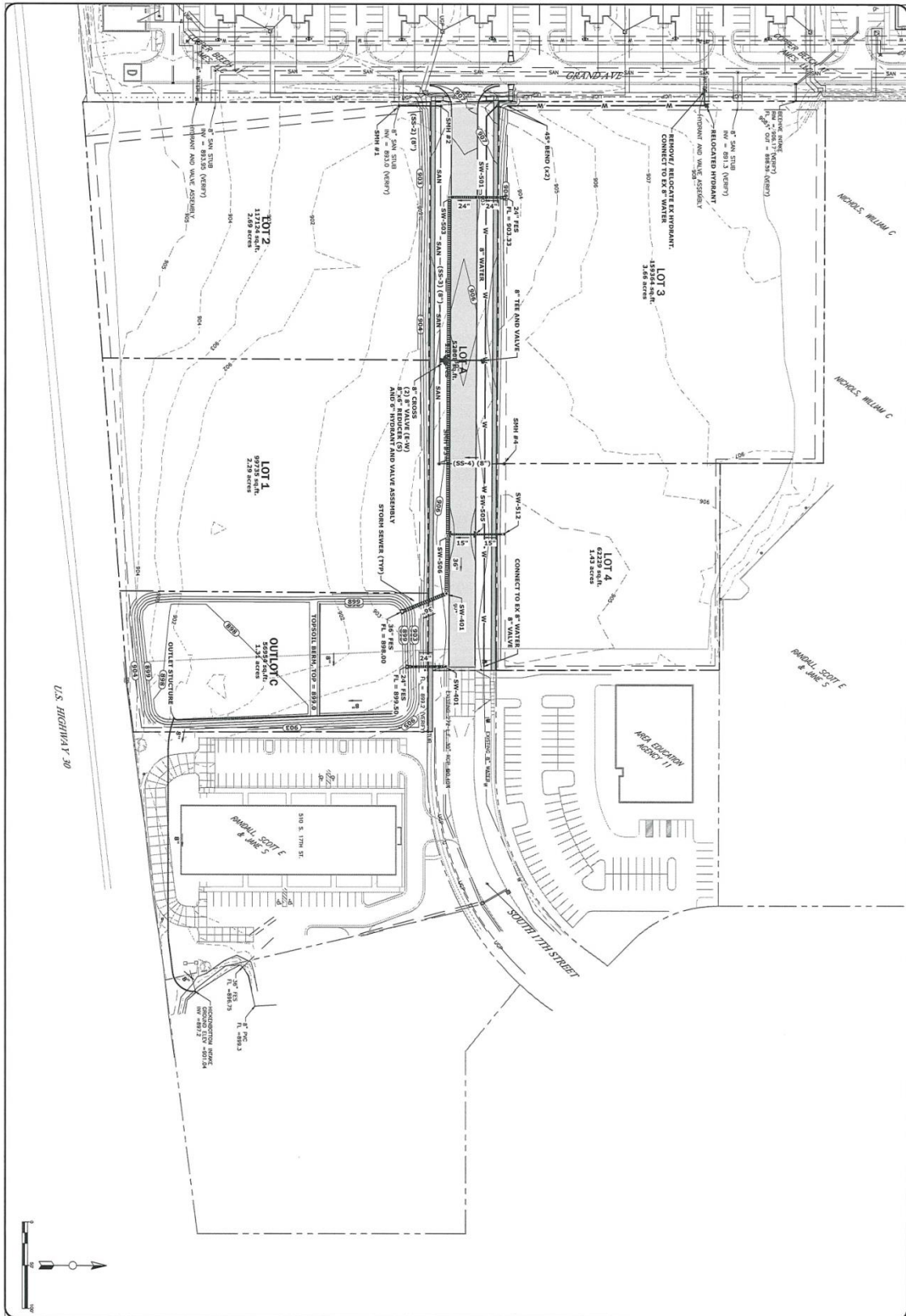
2 OF 5

Attachment D: Lot Layout & Dimensions



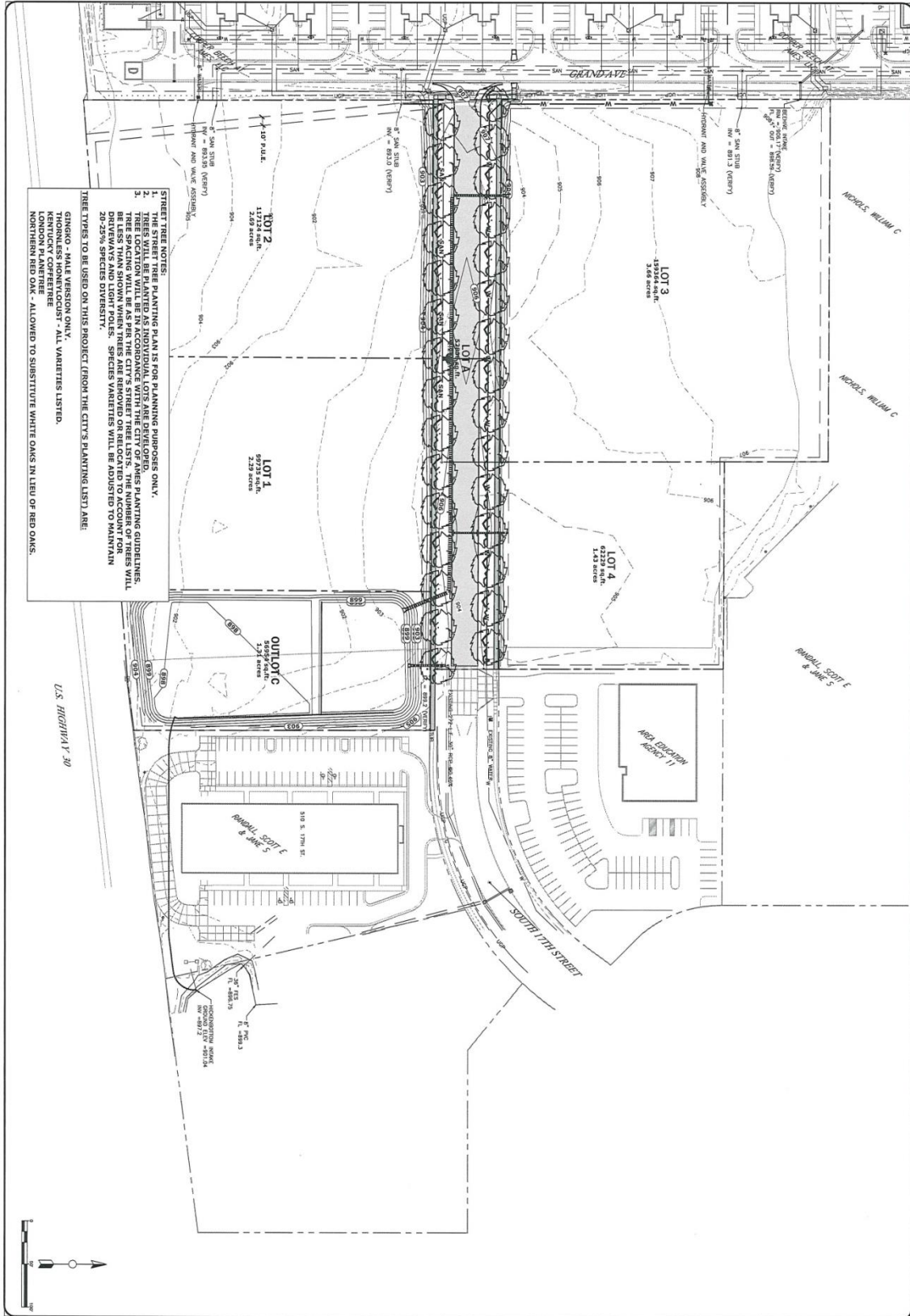
3 OF 5	LOT LAYOUT AND DIMENSIONS PRELIMINARY PLAN LOTS 1-4, ASPEN BUSINESS PARK, 3RD ADDITION SCOTT AND JANE RANDALL AMES, IOWA		FOX Engineering Associates, Inc. 414 South 17th Street, Suite 107 Ames, Iowa 50010 Phone: (515) 233-0000 FAX: (515) 233-0103	DATE	REVISION	BY	DATE
	PROJECT NO. 5096-1134 SHEET	07/26/14		AS PER ERIC CORCHETTI DATED 07/13/14	DESIGNED: SRS DRAWN: SRS CHECKED: LAST UPDATE: 07/26/14	SRS SRS SRS	07/14 07/14 07/14

Attachment E: Grading & Utility Plan



4 OF 5	PROJECT NO. 2008-13A	GRADING AND UTILITY PLAN PRELIMINARY PLAN LOTS 1-4, ASPEN BUSINESS PARK, 3RD ADDITION SCOTT AND JANE RANDALL AMES, IOWA		 FOX Engineering Associates, Inc. 414 South 17th Street, Suite 107 Ames, Iowa 50010 Phone: (515) 233-0100 Fax: (515) 233-0103	DATE	REVISION	BY	DATE
		07/26/14	SEE PER BMC COMMENTS DATED 07/13/14		DESIGNED: SLK	07/14		
					DRAWN: SRS		07/14	
					CHECKED:			
					LAST UPDATE: 07/26/14			

Attachment F: Street Tree Plan



STREET TREE NOTES:

1. THE STREET TREE PLANTING PLAN IS FOR PLANNING PURPOSES ONLY.
2. THE STREET TREE PLANTING PLAN SHALL BE ANTICIPATED TO BE IN ACCORDANCE WITH THE CITY OF AMES PLANTING GUIDELINES.
3. TREE SPACING WILL BE AS PER THE CITY'S STREET TREE LIST. THE NUMBER OF TREES WILL BE ADJUSTED TO MAINTAIN 20-25% SPECIES DIVERSITY.

TREE TYPES TO BE USED ON THIS PROJECT (FROM THE CITY'S PLANTING LIST) ARE:

- GINO - MALE VARIATION ONLY.
- THORNLESS HORNLOG-CREST - ALL VARIETIES LISTED.
- KENTUCKY COFFEE TREE
- NORTHERN RED OAK - ALLOWED TO SUBSTITUTE WHITE OAKS IN LIEU OF RED OAKS.



<p>STREET TREE PLAN PRELIMINARY PLAT LOTS 1-4, ASPEN BUSINESS PARK, 3RD ADDITION SCOTT AND JAKE RANDALL AMES, IOWA</p>		<p>FOX engineering</p>		<p>FOX Engineering Associates, Inc. 414 South 17th Street, Suite 107 Ames, Iowa 50010 Phone: (515) 233-0000 FAX: (515) 233-0103</p>		<table border="1"> <thead> <tr> <th>DATE</th> <th>REVISION</th> <th>DESIGNED BY</th> <th>DATE</th> </tr> </thead> <tbody> <tr> <td>07/26/16</td> <td>AS PER DDC COMMENTS DATED 07/13/16</td> <td>SLA</td> <td>07/16</td> </tr> <tr> <td></td> <td></td> <td>SRG</td> <td>07/16</td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		DATE	REVISION	DESIGNED BY	DATE	07/26/16	AS PER DDC COMMENTS DATED 07/13/16	SLA	07/16			SRG	07/16												
DATE	REVISION	DESIGNED BY	DATE																												
07/26/16	AS PER DDC COMMENTS DATED 07/13/16	SLA	07/16																												
		SRG	07/16																												

Attachment G: Exhibit A of the Contract Rezoning Agreement



Exhibit A No Build Easement



Attachment H: 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(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 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 of 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.*

(7) *Effect of Approved Preliminary Plat:*

- (a) *An approved Preliminary Plat authorizes the making or installation of any required improvements shown on the Preliminary Plat after the Municipal Engineer reviews and provides written approval of construction plans, including any appropriate profiles or cross sections, for improvement of public ways, public infrastructure and public utilities.*
- (b) *An approved Preliminary Plat shall be valid for one year from the date on which the City Council approves the Preliminary Plat, by which time the Applicant shall submit an Application for Final Plat approval or the Preliminary Plat shall become null and void unless the City Council has*

granted an extension of time for the validity of the Preliminary Plat for a period not to exceed one additional year beyond the expiration of the original one year period of validity. If the approval period expires without an Application for Final Plat Approval, nor an extension, the Applicant shall be required to resubmit a Sketch Plan pursuant to currently existing regulations.

- (c) The City Council may require that all public improvements described on the approved Preliminary Plat for a Major Subdivision be installed and dedicated prior to approval of the Final Plat. If the City Council does not require that all public improvements be installed and dedicated prior to approval of the Final Plat, the City Council shall require the Applicant to execute an Improvement Agreement as set forth in Section 23.304 and provide security in the form of an Improvement Guarantee as set forth in Section 23.409 of the Regulations. Between the approval of the Preliminary Plat and submission of an Application for Final Plat Approval of a Major Subdivision, and Applicant must either complete all indicated improvements to the satisfaction of the City or enter into an Improvement Agreement to do so.*

Staff Report

CONDITION OF THE PROPERTY AT 4004 PHOENIX STREET

August 23, 2016

BACKGROUND:

The property at 4004 Phoenix was recently brought to the City Council's attention due to the continued deterioration and lack of progress in getting the property sold. The most recent letter to Council, dated August 3, 2016, asked for the City to file a petition under Section 657A of the State Code. This letter, among other complaints, led to Council's request for a staff report regarding the property.

HISTORY:

Inspection Division records indicate that complaints have been received regarding this property since May of 2007. Since that time, numerous attempts have been made to bring the property into a compliant condition. (See attached timeline of complaints received and actions taken.) On May 10, 2012, the property was posted as a dangerous building, but the declaration was rescinded after an interior inspection indicated that the structure was in sound condition. Since the property was not considered dangerous, the Inspection Division worked with the owner to bring the property up to the minimum standards. At that time, boarding the house up was sufficient.

The most recent case was opened in July of 2015 after receiving another complaint about the deteriorating home. A 'Notice of Intent' was issued to the property owner indicating that the property would be declared dangerous if significant progress was not made. The owner responded with a plan to sell the property. It was determined that the sale of the property would likely be a quicker resolution, since it was assumed that a new owner would want to either demolish or rehabilitate the property.

On December 9, 2015, the owner accepted an offer on the property. The paperwork for a short sale was submitted and the realtor explained that this process usually takes 60-90 days to be finalized. The Inspection Division was optimistic that, given the timeline, a new owner would be taking out building permits in the spring of 2016. Despite multiple calls to the bank from Inspection staff and neighboring property owners, the sale is still pending.

STAFF COMMENTS:

The most recent letter to Council dated August 3, 2016, requested that staff file a petition under Section 657A of the State Code. Staff is not experienced in use of this code section, but since it involves litigation, it will be a process where both the length of time and outcome are not certain. Under this code section, a petition is required to be filed in the District Court and would not be heard until at least 60 days after being filed. The actual time until a hearing is likely to be much longer than that. If the court determines that the property is abandoned and if all affected parties (e.g., bank, lienholders, essentially anyone that is owed monies by the homeowner) agree, or if the parties did not make an effort to comply with the Municipal Code, they can award the title to the City. In addition to the City bearing the cost of the litigation, the City would be responsible for demolishing or repairing the house at its expense.

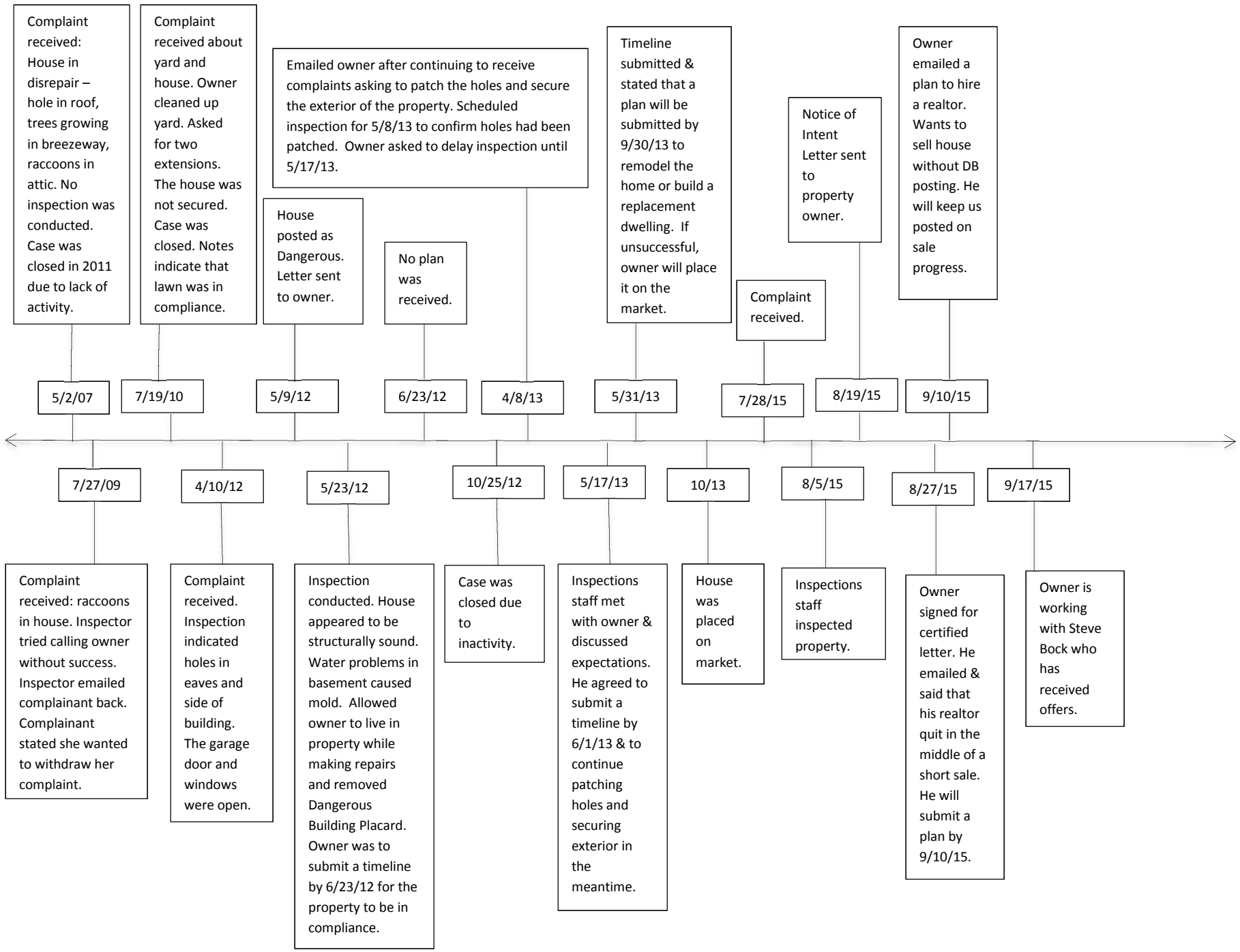
Staff is most familiar with the Sec. 5.400 of the Ames Municipal Code regarding dangerous buildings. This process is handled administratively and outside of the court system. Any building that meets the definition of a dangerous building may be declared dangerous and be subject to repair or demolition. If City staff determines that demolition is the best option, they will report to the Building Board of Appeals and request permission from the Board to demolish the structure. Once approved by that body, City staff may demolish the structure and assess all costs back to the property. Staff has experience with how long this administrative process may take, and what the result is likely to be.

Although the property is continuing to deteriorate and the neighbors are understandably frustrated at the condition of this property, both the Inspection Division and the City Attorney believe that the sale of the property will have the best outcome. Unfortunately, it is unknown how long it will be until the sale is closed, because any sale process does take time to complete. While time may be an unknown in this situation, the result of that process is known. When the sale goes through, the neighborhood will benefit from a new owner with a desire to make the property habitable. In the alternative, demolition will likely stop the sale and the likely result will be an overgrown lot that the owner may not be willing or able to sell.

Recent photographs of this structure are included with this report.

Options:

- 1) The Council can choose to do nothing and wait for the completion of the bank's short sale.
- 2) The Council can choose to proceed with the process under Iowa State Code 657A.10A.
- 3) The Council can choose to pursue the declaration of a dangerous building under section 5.400 of the Ames Municipal Code.









COUNCIL ACTION FORM

SUBJECT: SELECTION OF FIXED BASE OPERATOR
FOR AMES MUNICIPAL AIRPORT

BACKGROUND:

On June 11, 2013, City Council approved an extension of the current Fixed Base Operator (FBO) contract until such time that the new Terminal Building is constructed or upon 30-day written notice of a newly established termination date. Given the current vision for the future of the Ames Airport as a gateway to the community, it was decided that it will be in the best interest of the City to create a new FBO lease contract to coincide with the award of contract to construct the new Terminal Building. This building improvement will facilitate enhanced services at the Airport that will need to be included in the Minimum Operating Standards of a new FBO management contract.

THE SELECTION PROCESS:

In Fall of 2015, City Council approved the final scope and funding for the Terminal Building to create a new 7,000 square foot facility. In response, staff established an FBO Selection Advisory Committee using a subset of the Terminal Building Design Focus Group. This committee consisted of Damion Pregitzer, John Joiner, Steve Schainker, Miles Lackey (ISU), Jim Kurtenbach (ISU), Derek Winkel (REG), Dean Hunziker, Justin Dodge (Hunziker) and Dave Hurst (ISU Pilot). The committee then began work on drafting a Request for Proposals (RFP), which was issued to the public on April 4, 2016. The RFP outlined the qualifications, services, and proposed fees both paid to the FBO to operate the airport as well as to the City for the ability to use the airport facilities to conduct their business.

Proposals were due for submittal on June 3, 2016. Potential FBO's had the opportunity to schedule a site visit with staff during this time to ask questions and gain a better understanding for the desired services. The following three FBO's responded to the RFP: (1) North Iowa Air Service of Mason City, Iowa, (2) Classic Aviation of Pella, Iowa, and (3) Exec 1 Aviation of Ankeny, Iowa. Given the small number of FBO's that submitted a proposal, the advisory committee opted to bring all three FBO's on-site to participate in an interview process. The committee met with the first two FBO's on July 14 in the Council Chambers, and the third on July 20.

Scoring for the selection process followed the format laid out on the next page:

Category	Points
A. FBO Business Information	10
General Information	
Financial Fitness	
References	
B. FBO Business Plan	20
Operations Plan	
Management Structure and Operating Personnel Schedule	
Marketing Program	
Customer Service Plan	
C. Payment to the City for Operational Privilege	*
Facility Management and Use	
Fuel Flowage for Jet A	
Fuel Flowage for 100LL	
D. Payment to the FBO for Management Services	*
FBO Services (Required + Optional)	
Snow and Ice Maintenance (oversight only)	
Mowing and Trimming Maintenance (oversight only)	
*Category C & D together =	70
Total Points =	100

THE FINANCIAL PROPOSALS:

The following table represents the projected financial benefit to the City offered by each firm over a five year contract period.

Firm Name	Facility Fee Paid to the City Over 5 Years	Fuel Revenue Paid to the City Over 5 Years*	Management Fee Paid to the FBO Over 5 Years	Net Revenue to the City Over 5 Years
Classic Aviation	\$400,000	\$58,751	\$150,000	\$308,751
North Iowa Air Service	\$301,018	\$47,000	\$0	\$348,018
Exec-1 Aviation	\$500,000	\$0	\$110,000	\$390,000

*Revenue estimated based on 93,435 gallons per year of jet fuel and 24,067 gallons per year of low-lead fuel (represents 2015 totals)

ADVISORY COMMITTEE RANKING:

After applying the selection scoring matrix reflected above, the advisory committee generated a composite score for each FBO. This score was based upon the information

presented during the firms' respective proposals and garnered during their on-site interviews. The resulting score for each FBO is as follows:

FBO	Score
Classic Aviation	74
North Iowa Air Service	73
Exec 1 Aviation	66

Classic Aviation of Pella, Iowa was found to be the highest scored FBO based on the strength of their proposal and their plans for leveraging the opportunity to grow the Ames Airport and become part of our community. Classic Aviation demonstrated a history of excellent customer service elsewhere. At their current airport in Pella, Iowa, there has been continued growth of aviation over the past 17 years despite a national down-turn in General Aviation. The stability of Classic Aviation is also reflected in their ability to retain staff in an extremely competitive market where there is a shortage of pilots and certified mechanics.

Classic Aviation impressed the selection committee by their approach to supporting the local community, which can lead to training and growth opportunities for people looking to enter the aviation industry. Doing so can also lead to developing employees who are vested long-term in the airport and the community in which they work and live.

A major contributing factor recommending Classic Aviation is their proposal to establish a Part 141 Flight School. Part 141 schools have more FAA oversight, more rigid schedules, and more paperwork. In exchange for these added requirements, they are allowed to reduce the minimum required hours of private pilot training to 35 hours, rather than the typical 40-hour minimum required. Along with partnering with ISU, this will be a significant improvement for the community that few General Aviation airports are able to provide. This will become a resource for area residents and ISU students alike who are looking to get their pilots licenses.

Classic Aviation has also shown a strong commitment to expanding their business and the services they provide at the airport they operate. Specifically, they are focused on providing a wide range of charter services, including turbine charter (on opening day), which will make the Ames Airport a destination for businesses looking to base their companies in Ames. Once these businesses realize the benefits of the charter service provided by the FBO, some may then choose to have their own corporate aircraft based in Ames.

Classic Aviation is also a certified Cirrus Service Center, which is the highest grade service possible for all types of Cirrus aircraft. Classic Aviation will also establish a certified service center here at the Ames Airport. In addition, they will have sales available for Cirrus aircraft. Classic has also committed to have a minimum of two certified flight instructors. This relationship will strengthen the growth of people looking to enter aviation by buying planes or learning to fly.

Finally, Classic Aviation demonstrated their strong understanding of the importance of the airport as a gateway to the community. It was made clear that, from holding community events such as flight-ins, pancake breakfasts, etc., to having attentive staff that welcome people who may be visiting Ames for the first time, these initiatives will be critical for both the positive growth of the airport and for leaving a lasting positive impression of the community. Classic Aviation also talked about their desire to make the airport an active and successful part of the greater community.

ALTERNATIVES:

1. Select Classic Aviation of Pella, Iowa as the City's preferred FBO and direct staff to begin contract negotiations for a new management contract for the Ames Municipal Airport.
2. Select another FBO as the City's preferred FBO and direct staff to begin contract negotiations for a new management contract for the Ames Municipal Airport.
3. Direct staff to reject all proposals and issue a new Request for Proposals.

MANAGER'S RECOMMENDED ACTION:

Classic Aviation of Pella, Iowa has shown they are a successful FBO that can manage the difficult market of General Aviation, and does so with a commitment to customer service, innovation, and growth. They have applied their community focused approach to the Pella Airport, and can now extend those qualities and services to the Ames Airport. Classic Aviation plans to still manage Pella's Airport. However, it is clear that they will bring the same level of service and commitment to the Ames community and are excited at the opportunity to be part of Ames.

It is anticipated that this contract will be finalized and returned to City Council at the September 13, 2016 meeting to coincide with the report of bids for the new Terminal Building. Bids for the Terminal Building are due on September 7, 2016 at 3:00 PM.

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

It should be remembered that rather than provide upfront funds to help construct the new terminal, Iowa State University agreed to pay to the City the amount of any shortfall (up to the annual debt service amount) between the annual operating revenues and annual operating expenses at the Airport (excluding the farm operation), which includes the debt service on \$943,000 – a portion of the debt that was issued by the City to finance the new terminal. During our initial discussions with the University, it was anticipated that because of the new facilities being constructed at the Airport, the City could expect to receive \$100,000 to \$120,000 annually from a new FBO agreement. As you can see from the three proposals, the amount of revenue estimated from each of the three proposals is significantly less this anticipated amount. Therefore, the selection of the any of the three FBO candidates places the University at a greater risk to owe the City funds each year to pay the debt service on the new terminal.

COUNCIL ACTION FORM

**SUBJECT: CITY HALL PARKING LOT RECONSTRUCTION
(SOUTH SKUNK RIVER BASIN WATERSHED IMPROVEMENTS)**

BACKGROUND:

This is a rebidding of the project previously bid in June where bids were rejected and the project was sent back for re-design. The new bids were again over-budget and staff needed time to develop a recommendation on how to proceed with the project.

By way of background, on February 24, 2015, City Council authorized application for two state-funded grants to facilitate storm water quality and quantity improvements in the downtown area. The City subsequently received \$100,000 from the Iowa Department of Agriculture and Land Stewardship (IDALS) for water quality improvements as proposed in the application. Funding from the State Revolving Fund (SRF) Sponsored Project Program was also awarded in connection with two SRF funded sewer improvement projects. Essentially, the interest paid to the Iowa Department of Natural Resources (IDNR) on the SRF loans for those projects is being returned to the City for use on these storm water-related parking lot improvements.

Staff created a master plan for the project site, which is within the Squaw Creek Watershed. The site extends between 5th Street and 6th Street, around City Hall, and within Parking Lots M, MM, and N. The scope for this specific project was defined to include the area around City Hall and Parking Lot M (lot west of City Hall). Work in the remaining areas will be re-evaluated as additional funding may become available in the future.

This project includes soil quality restoration and replacing all standard lawn turf with native turf/landscape. In addition, permeable pavers and bio-retention cells will be constructed at various locations on the site.

Management of the water quality and quantity volumes of storm water runoff will be met, thereby satisfying the requirements of the City's Post Construction Ordinance, Chapter 5.B. **This project is intended to serve as a model for others who develop residential and commercial properties within the City and who hope to achieve successful post-construction storm water management.**

An informational meeting was held for City Hall staff members to outline the parking displacement plan for employees who will be temporarily displaced during the parking lot construction. The project will be staged to maintain access to Lot MM (the parking lot north of the Veterans Memorial) at all times and to reconstruct Lot M one half at a time

and maintain access to the other half during construction. Staff will utilize Lot M, Lot N (the lot east of City Hall), and Lot TT (the lot west of Kosama on Main Street), as well as approximately 25 spaces made available by Fareway, for daily staff parking on a first come first served basis. Staff will not utilize the free public parking in Lot MM during construction.

On June 22, 2016, two bids were received, one of which was determined to be non-responsive. At the June 28, 2016 meeting, the City Council rejected all bids due to high costs and directed staff to rebid the project at a future date.

Staff worked with Bolton & Menk, consulting engineer on the project, to identify measures to modify the project with the intent to lower project costs. These included revising the completion date to spring 2017, providing additional clarification on certain bid items, and replacing portions of existing curb and gutter in parking Lot M as an alternate bid item. These adjustments still fulfill the requirements of the IDALS and SRF Sponsored Project Water Quality Grants.

On August 3, 2016, the following two bids were received on the project:

	Eng. Estimate	Woodruff	Con-Struct
BASE & ALT #1 (ASPHALT) TOTAL	\$989,464.00	\$1,180,223.95	N/A
BASE & ALT #2 (CONCRETE) TOTAL	\$1,187,864.00	\$1,278,683.95	\$1,270,739.70
BASE & ALT #1 + ALT #3 (Curb) TOTAL	\$997,356.00	\$1,189,537.95	N/A
BASE & ALT #2 +ALT #3 (Curb) TOTAL	\$1,195,756.00	\$1,287,997.95	\$1,279,359.70

At the August 9, 2016, Council accepted the report of bids and approved final plans and specifications for the project.

Previously identified revenue for the project is shown below:

	Available Revenue
City Hall Parking Lot Reconstruction Funding	\$ 500,000
Savings from City Hall Roof Project*	\$ 100,000*
IDALS Water Quality Grant	\$ 100,000
Iowa DNR SRF Sponsored Project Funding	\$ 340,000
15/16 Storm Water Quality Improvement Program	\$ 100,000
	\$ 1,140,000

*The City Hall roof project was budgeted at \$700,000, and the actual contract plus engineering/inspection will cost \$500,000. By using \$100,000 for this parking lot project, \$100,000 will still remain for any roof project change orders.

Project award would typically be based on the lowest cost pavement alternative, which in this case is Woodruff bidding Base and Alternate #1 (asphalt) at a cost of \$1,180,223.95. However, the specifications for the project require the successful bidder to self-perform at least 50% of the work on the project. As a part of the evaluation, it was determined that the low bidder, Woodruff, is unable to meet this self-performance specification requirement. The second low bidder, Con-Struct, meets this requirement, with the lowest bid being Base + Alt #2 (concrete) in the amount of \$1,270,739.70. With engineering and contract administration estimated in the amount of \$150,000, however, **total estimated expenses are over \$1,420,000. This exceeds previously identified funding by approximately \$280,000.**

ALTERNATIVES:

- 1. Reject the bids as received and rebid the project at a future date.**
2. Identify additional funding, and award the City Hall Parking Lot Reconstruction (South Skunk River Basin Watershed Improvements) to Con-Struct of Ames, Iowa in the amount of \$1,279,359.70 as the lowest alternative award package meeting specifications and direct staff to find additional project funding.

MANAGER'S RECOMMENDED ACTION:

With rejecting the bids, staff will work with the consultant to redesign the project for a future letting date and construction likely beginning in spring 2017. This will allow staff to analyze the 50% self-performance requirement. Lowering this requirement could open the project for bidding by more firms, which may lead to lower costs. Additionally, this will also provide staff time to look for additional funding sources to ensure the project's successful future bid.

The IDALS Water Quality Grant noted in the funding table originally had a deadline of June 30, 2016 for expenditure of the funds. Staff has worked with IDALS for an extension of this date to June 30, 2017. IDALS staff has been contacted and it was determined that expending these funds first (prior to June 30, 2017) with spring 2017 construction will meet the requirements of the grant.

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

Staff Report

CAPITAL FUNDING FOR HUMAN SERVICES AGENCIES

August 23, 2016

BACKGROUND:

At the November 24, 2015, City Council meeting, the City Council directed staff to look into developing a one-time grant program in FY 2017/18 to fund capital projects for human services agencies, with the first task involving the staff to reach out to human services agencies.

As a first step, City staff attended a meeting of the Human Services Council in late winter and discussed this concept with representatives of area human services agencies. As a follow-up to this discussion, a survey was developed over the summer and sent to 30 agencies to gather information about their capital project needs with the expectation that the information garnered will assist the staff in developing a grant program should the Council decide to proceed with one. A total of 14 agencies responded (See Attachment I).

RESPONSE SUMMARY:

The survey asked agency representatives to consider their short-term, already planned capital needs, as well as their long-term or “wish-list” capital needs. For the purpose of the survey, short-term needs were described as those projects being considered in the next 24 months. “Capital Projects” were defined as acquiring, repairing, or upgrading a physical asset such as land, a building, or equipment, where the physical asset has a useful life longer than a year that helps facilitate a service to clients.

Six agencies indicated that they had a capital improvements plan, while eight did not. All responding agencies but one received operational support from the City of Ames.

Each agency was asked to provide a short description and estimate of costs for **capital projects planned in the next two years**, which were broken down into the following categories:

1. Vehicles
2. New Facility Construction or Expansion
3. Renovation or Repairs to Existing Facilities
4. Equipment
5. Other

A summary of the anticipated projects is shown below:

CAPITAL PROJECTS PLANNED IN NEXT TWO YEARS		
Project Type	Project	Cost
Vehicles	Replace five vehicles	\$150,000
	Purchase accessible van and replace vehicles	\$100,000
	Purchase 8 buses and 1 minivan	\$783,000
New Construction	Build transitional living home	\$400,000
	Build new senior services facility	\$5,000,000
	Acquire climate controlled book/materials storage area	Unknown
Renovation/Repairs	Replace HVAC system	Unknown
	Enclose entryway	\$20,000
	Sound attenuation throughout building	\$25,000
	Annual facility repairs	\$75,000
	Replace kitchen floor	\$2,500
Equipment	Install electrical and air distribution system	\$75,000
	Replace 35 computers	\$13,000
	Install handicapped stair lift	\$4,500
	Replace computers	\$2,000
	Purchase exercise equipment	\$2,400
Other	Install smoke alarms and obtain fire safety materials.	Unknown
TOTAL		\$6,652,400

Four agencies responded that they had applied for or secured grants for their projects, totaling \$65,000. Two organizations indicated that they had raised funds totaling \$162,000 for their projects. Four organizations indicated donors had contributed funds. A total of \$276,200 was anticipated from individual donors. One agency indicated it could secure an estimated \$350,000 from the sale of existing property, subject to City Council approval.

The organization representatives were asked whether they anticipated being able to secure the remaining financing for their proposed projects within the project schedule. Two responded Probably or Definitely Not, five responded Neutral, three responded Probably or Definitely Yes, four did not respond to this question.

Respondents indicated a variety of benefits from conducting the projects, including creating more storage, addressing safety issues, and improving service delivery. If they were unable to complete the projects, agencies indicated it would hamper their efforts to serve more clients or that they may have to curtail existing services. Respondents were asked whether they would be able to provide matching funds. Three responded that a 50% match could be provided, one could provide a 25% match, and one could provide a 60% match. Of the remaining three that responded, two had enough funds to complete the project and one could match at a variable amount.

WISH-LIST PROJECTS:

Respondents were also asked to describe their organizational wish-list projects that they would like to accomplish, but for which they have no timetable or existing plan to achieve. These projects are indicated below:

WISH-LIST CAPITAL PROJECTS		
Project Type	Project	Cost
Vehicles	Purchase small bus	\$65,000
	Purchase replacement vehicles	Unknown
	Purchase SUV and small trailer	\$27,000
New Construction	Expand building	\$650,000
	Add 2-3 remote facilities	\$3,000,000
	Add 2 transitional living facilities	\$225,000 ea.
	Build small transitional living complex	\$1,000,000
	Construct larger office space	Unknown
Renovation/Repairs	Renovate parking lot	\$57,200
Equipment	Replace windows	\$86,320
	Accessible track system in one home	\$10,000
	Replace computers, tablets, server	\$5,000
	Replace stove, dishwasher	\$3,500
Other	Purchase office furniture	\$2,500
	Update playground	\$10,000
TOTAL		\$5,366,520

Because these projects are less imminent, little to no funds have been secured by the agencies for them, according to the survey.

ANALYSIS OF LOCAL OPTION SALES TAX FUND:

Although not all potential participants completed the survey, the information received indicates that a grant program to finance capital projects at human services agencies would likely have a greater demand than what could be satisfied by available funding.

It is City staff’s understanding that the proposed source of funds for a potential grant program would be the Local Option Sales Tax (LOST) Fund balance. Based upon a voter approved referendum, revenue for the LOST Fund is allocated 60% to property tax relief and 40% for community betterment (including arts and human services funding). Funding is used to support ASSET agency activities, public art, performing arts, the Municipal Band, and City Capital Improvement Projects in a number of programs.

The FY 2016/17 adopted budget projects total revenues of \$7,916,571 and total expenses of \$8,432,876 in the LOST Fund. There is a projected ending fund balance of \$2,571,434. The Budget indicates that for this fund, a minimum fund balance of 25% of expenses less the 60% portion of revenues used for property tax relief should be

maintained. **Therefore, the minimum LOST fund balance target is \$938,219, leaving \$1,633,215 in unreserved fund balance.**

Revenues in this fund are dependent upon retail sales in the community, which fluctuate from year to year. The FY 2016/17 adopted revenues are 4.4% higher than the FY 2015/16 adopted revenues, but the FY 2015/16 adopted revenues are 9.4% lower than the FY 2014/15 actual revenues. It is important for the City Council to note that using a substantial portion of the unrestricted fund balance in one year limits the City's options to continue funding its other obligations from this Fund in the event that revenues continue to decline. **Therefore, it is staff's recommendation that if the City Council ultimately decides to allocate money from this fund for a grant program, the entirety of the unreserved fund balance should not be used.**

PROGRAM ISSUES NEEDING DIRECTION FROM THE CITY COUNCIL:

Several issues would need to be addressed if the City Council chooses to proceed with developing a program to fund these types of capital projects:

1. Amount of Funding to Allocate to a Grant Program

If the City Council chooses to proceed with a grant program, it must first identify how much funding to allocate. As indicated above, City staff recommends that the City Council not allocate the entirety of the unreserved fund balance in the Local Option Sales Tax Fund, to protect the fund against unforeseen fluctuations in revenues.

2. How to Prioritize Funding Requests?

A fundamental question for the City Council to consider is how to weigh the relative merit of vastly different projects. In funding human services operations, the City's philosophy is that we are purchasing services rather than making a donation. The service purchases are made at a rate per service proposed by the agency, based on priorities outlined by the City Council. There is evidence of how many people are affected by the funding and it is clear what the impact will be for the service when additional funds are provided or when funds are decreased. The City Council has expressed an interest in connecting those services to measurable outcomes.

This potential program is unique in that the City would not be directly purchasing a service. Providing funds for a facility or equipment is less directly tied to the outcome experienced by clients. Direction from the City Council as to what its desired outcomes are in this capital funding effort would be helpful to both those preparing and reviewing applications. City staff would recommend that the City Council identify its priorities in advance of calling for applications.

3. Maximum Award Size

The table below indicates how many awards could be made of various sizes, given various amounts of funds made available:

Award Size	Total Funding Available					
	\$100,000	\$400,000	\$700,000	\$1,000,000	\$1,300,000	\$1,600,000
	Number of possible awards					
\$5,000	20	80	140	200	260	320
\$20,000	5	20	35	50	65	80
\$50,000	2	8	14	20	26	32
\$100,000	1	4	7	10	13	16
\$250,000	-	1	2	4	5	6
\$400,000	-	1	1	2	3	4

For reference, the average costs of individual projects identified in the survey (including planned and wish-list projects) were as follows:

- Vehicles: \$61,800
- New Construction: \$1,500,000
- Renovation/Repairs: \$35,940
- Equipment: \$22,413
- Other: \$6,250

From the survey, it appears that the greatest number of projects indicated were in the \$20,000 to \$50,000 range; and several more were larger cost projects that could be broken into several smaller awards that fit this range (such as proposals to buy multiple vehicles). Having fewer awards at a greater dollar amount would likely require less City staff time to administer.

4. Agency Match Requirements

The City Council must also consider whether a match should be required from agencies. If so, the size of match must be determined, as well as whether that match should include cash only or consider in-kind support, such as donated labor and materials. The survey indicates that a 50% match appears to be acceptable to several agencies. This amount is also the match required for City Council’s Special Allocations.

5. Type of Eligible Projects

From the survey, it appears most new construction projects would be of the scale where, even with matching funds, only one or two funding awards could be made before any amount of available funding would be exhausted. Projects for equipment and vehicles tend to affect a broader variety of agencies. Those projects are of the scale where perhaps one or two dozen could be funded, depending on the amount of funds made available by the City Council. These types of projects would also require less lead time to prepare planning documents, such as gathering cost estimates.

6. Type of Eligible Agencies

The City Council could choose to require that agencies must participate in ASSET and be City-funded (25 agencies), must participate in ASSET (32 agencies), must be a human services agency in Ames (approximately 50-60 agencies), or must be an Ames non-profit (100+ agencies).

7. Timing of Implementation

It is anticipated that agencies would need several months lead time from the time a call for proposals is announced to the application deadline. Agencies would need time to determine their proposed project details, secure any required match funding, and complete application materials. City staff would anticipate that the performance period for completion of the project and draw down of funds could be conducted during the 2017/18 fiscal year.

The City Council should note that one of the comments received at the Human Services Council was a concern that if many agencies are attempting to secure matching funds for capital projects at the same time, it may be difficult since the pool of prospective individual and corporate donors in the Ames community is limited. Therefore, the City Council may wish to consider splitting its overall allocation across two years instead of one to reduce the possibility of conflicting fundraising efforts among agencies. This would also allow the City Council to be more conservative with Local Option Sales Tax funds by adjusting its allocation over time to a grant program to ensure enough revenue is being received to avoid jeopardizing the minimum fund balance.

8. Review of Grant Proposals and Recommendation of Awards

The City Council must also decide how it wishes to work through applications for funding. In similar programs, the task of receiving and reviewing applications and making recommendations has fallen to volunteers (e.g., ASSET, COTA). In an instance such as this, the City Council would have to decide who should participate in this process. The City has also relied on combinations of volunteers and City staff to review applications and make recommendations, such as in the Neighborhood Improvement Program and Outside Funding Request processes.

Guidance to these groups from the Council would be critical to ensure recommendations align with the City Council's philosophy. Alternatively, the City Council could take applications directly and decide amounts to award. City staff time would be required using any of these methods, either to organize information for review or in evaluating applications directly.

Attachment I

SURVEY SUMMARY DATA

The following instructions were included on the survey:

“The Ames City Council is seeking information regarding the capital project needs of area human services agencies. To accomplish this, we would like to ask you to provide some general information about your agency, the capital improvements you have planned within the next 24 months to meet your clients' needs, and then what unplanned capital improvements would help your clients.

For the purpose of this survey, a capital project can be described as: acquiring, repairing, or upgrading a physical asset such as land, a building, or equipment. For the project to be considered a capital project the physical asset must have a useful life that extends beyond a year and helps to facilitate a service to clients.

This information will be compiled and reported back to the City Council. It is estimated that this survey will take between 15-45 minutes to complete, depending on the complexity of your agency's plans. Thanks in advance for your participation.”

Q1. Respondents:

- Ames Community Preschool Center (ACPC)
- Boys and Girls Club of Story County
- Mainstream Living, Inc.
- Friendship Ark, Inc.
- American Red Cross
- Legal Aid Society of Story County
- Mid-Iowa Community Action, Inc. (MICA)
- Volunteer Center of Story County
- Heart of Iowa Regional Transit Agency (HIRTA)
- The Salvation Army
- University Community Childcare
- Heartland Senior Services
- Raising Readers in Story County
- NAMI Central Iowa

Q2	Yes	No	Total
Does your agency have a capital projects plan in place?	42.86%	57.14%	
	6	8	14
Does your agency currently receive operational funding from the City of Ames?	92.86%	7.14%	
	13	1	14

Q3. Please provide a short description and estimate of costs for capital projects you plan to undertake in the next two years in each category. If you have no project in a category, please leave it blank. Examples – Purchase 15 Passenger Van -- \$35,000, Remodel Existing Commercial Kitchen -- \$85,000.

Vehicles:

- Replace 5 vehicles per yr (including lift vans) - \$150,000/yr
- Purchase wheelchair assessible van and replace needed vehicles - \$100,000
- 8 buses and 1 Minivan \$783,000

New Facility Construction or Expansion:

- Build 5th home--\$400,000
- A new 16,000 square foot facility to accommodate Adult Day Center, Outreach and Administrative offices -- \$5 million
- Need for climate controlled storage space for books and program materials-cost unknown

Renovation or Repairs to Existing Facilities:

- HVAC System Replacement Project--The facility is currently fed with only single phase electrical power which significantly limits options for Heating Ventilation and Air Conditioning. The electrical upgrade will allow more efficient centralized systems. Design work is underway to replace equipment that was original to the building. We have already replaced the boilers but need to replace the electrical single phase, the pneumatic system and the air distribution system.
- Enclosed entryway with controlled access doors - \$20,000; Sound attenuation throughout the building - \$25,000
- Annual facility repairs across agency - \$75,000/yr
- Replace damaged flooring in existing home's kitchen--\$2500

Equipment:

- Three Phase electrical Pneumatic System and Air Distribution System--estimated cost is \$ 750,000
- Replace 35 computers per year - \$13,000/yr
- Install handicap stair lift in existing home-- \$4500, replace/upgrade IT/Computers--\$2000
- NuStep exercise equipment- \$2400.00

Other:

- As part of Disaster Services (Preparedness) Smoke Alarm Installation Projects and Fire safety Education

Q4. If you have begun raising or saving funds for these planned projects, please provide the amount you have been able to secure from each source:

Grants:

- \$50,000
- \$5,000
- \$10,000
- Have applied for this

Fundraising Campaign:

- \$150,000 is ear marked by the Board to start
- N/A
- \$12,000

Donors:

- \$125,000 remains in our donor account
- N/A
- \$5,000
- \$21,200
- \$125,000

Other:

- We have increased our yearly repair budget to \$ 40,000.
- N/A
- \$50,000 (purchased lot for home)
- The City owns our existing building and land. Subject to City Council approval, the City Manager has indicated that he will recommend that the net proceeds (estimated at \$350,000) from selling the building/land be used toward the costs of a new facility for Heartland.

Q5. If you have not yet secured enough funds to pay for your planned capital projects, do you anticipate being able to secure remaining project financing within your project schedule?

Definitely Not	Probably Not	Neutral	Probably Yes	Definitely Yes	Total	Weighted Average
10%	10%	50%	10%	20%		
1	1	5	1	2	10	3.20

Q6. a. How will completing these projects affect the services received by your clients?

- We hope to continue these renovations in stages to help manage the expenses without adverse effects on the clients. The current effect on the children and staff are high humidity, erratic heat in the winter, frequent repair calls and inefficient building operations.
- A controlled access entryway will provide for safer access to the Club; sound attenuation will decrease the volume of sound within the Club making the Club experience safer for children's hearing, and a better environment for programs.
- Obviously repairs need to be done to maintain health and safety needs as well as maintain the facilities.
- By building a 5th home, we will be able to serve 5 additional clients from our waiting list of over 20 referrals. By buying a wheelchair accessible van, it will allow us to serve or better serve individuals that are wheelchair bound. Replacement of vehicles is necessary based on the transportation needs of our clients to participate in their community and complete necessary day to day activities. Replacing electronics/computers is becoming more and more vital as we have moved to electronic documentation due to the requirements by our partners, the State and MCOs. Replacing the damaged flooring in one of our existing homes ensure that our clients will be safe from tripping hazards as well as allow us to maintain a quality home/living environment for the clients that live there. We have developed an Accessibility Plan to ensure that our services and facilities meet the needs of our clients, which includes putting in stairlifts in the homes that do not currently have them. This ensure our clients safety in the event of inclement weather as well as allowing them full access to every part of their home.
- Reduce fire-related deaths and injuries by 25%
- The above described project (16,000 square foot) is envisioned to be included in a much larger complex - a Healthy Life Center. Conversations with the City, Mary Greeley Medical Center, ISU, DMACC, and Story County have been ongoing to determine the viability of developing such a facility. Heartland's mission is to serve those 60+ in age. With the number of Baby Boomer retiring (10,000/per day in America) a new facility of this magnitude is paramount to serving this population in Ames and Story County. This generation of retirees desires a holistic approach to "live well/age well". To that end, the Purpose Statement of this collaborative groups reads as follows: "To provide a one of a kind Center offering services that support the life-long goal of healthy living accessible and enjoyable to people of all ages." The three major components of the facility focus on Physical Activity, Social Networks, Health & Nutrition. Research and education encompass these programmatic areas.
- Able to store more things off site from office, clearing up space for more programming at RRSC office
- We are focusing on a whole health approach and our participants need to improve physical health

b. What would happen if you were unable to complete these projects?

- It is unclear how long we can continue as we are. It is a bit of a time bomb hoping that we make it through a hot summer with old AC units that we cannot replace without three phase electrical and so on.
- The decibel level within the Club is detrimental to the programs we offer, and puts the hearing of children and staff at risk. It must be attended to. The secure entryway will create a safer access point to the Club, and a more welcoming reception area.
- In the case of transportation rides and outings would have to be reduced.
- Our waiting list continues to grow. Without the addition of a 5th home, we would not be able to serve additional clients from that waiting list. We are currently not able to transport an individual that is wheelchair bound in any of our existing vehicles which limits our ability to serve individuals with this level of need. Not replacing the damaged floor or installing the stairlifts in the homes, could pose a safety hazard and put our clients at risk. Having computers that do not function properly delays our staff in being able to complete the required documentation for services making us less efficient.
- At-risk communities may not learn about fire safety.
- In the event the Healthy Life Center does not become a reality Heartland will in all likelihood look to develop a new facility at our existing location. It would still be a 16,000 square foot facility. As noted above, this would accommodate our Adult Day Center, Outreach and Administrative Offices.
- We're functioning now with very little storage-would continue
- We'd have to look outside the center and find some other easy ways to motivate participants to get active

c. What would the anticipated effect be on your operating cost? For example, would a proposed new vehicle replace an older vehicle with higher operating costs, or would a new facility expansion increase utility costs?

- We only have \$ 125,000 remaining on our existing mortgage. But we worry about trying to handle payments for a project of this size without greatly increasing our rates. We are still in the process of developing a schematic design to develop a budget to spread out the costs.
- Electrical costs may increase slightly with the enclosed entryway.
- We are currently attempting to get 8 to 10 years out of vehicles and the ongoing repair costs are continually increasing as well as safety concerns for members riding. Medicaid only allows 39 cents per mile for transportation and the cost of operating large vehicles greatly exceeds that amount.
- Most of our projects are about meeting additional needs or expanding our services to assist more individuals. These would not necessarily have an impact on our current operating costs. The replacement of vehicles and equipment would increase our operating cost, because of inefficiency of the older vehicles or the cost associated with using public transportation.

- Operating costs enable the Red Cross to help people prepare for, respond to, and recovery from local disasters.
- A Feasibility Study would be required to answer this question.
- See above
- Our electric bills will increase with use of the machines

d. What would be your ability to contribute matching funds towards these projects? (e.g., could you match 10%, 25%, 50%, etc.?)

- We feel we have the initial funds to get us started. The fundraising committee is working on a new project. We are waiting on the final project information to proceed.
- 50%
- At least 25%
- The Central Iowa Chapter could find matching funds at each percentage level with individual, foundation or corporate donors.
- 50%
- GUESSTIMATE: Healthy Life Center: 66% (\$20 million of \$30 million). Heartland at our existing site: 60% (\$3 million of \$5 million)
- 50% potentially
- We are currently funding it in whole, so we could match 100%

Now that we have an idea of projects that are already planned, tell us about projects you would undertake if you had the funding to do so. What is on your wish-list? There is no time restriction for the questions on this page, so these can be projects you have in mind for any point in the future.

Q7. Please provide a short description and estimate of costs for capital projects you wish you had funds for in each category. If you have no project in a category, please leave it blank.

Vehicles:

- Small bus – 30 passengers - \$65,000
- We are always in need of replacement vehicles as Volunteer Disaster Action Team Members use them on a daily basis for fire emergency calls.
- SUV and small trailer -- \$27,000

New Facility Construction or Expansion:

- Clubhouse expansion - \$650,000; 2-3 additional club sites (partnering with other facilities) \$3 million
- Add 2 4 BR facilities to serve Mental Health members transitioning from institutions to the community. \$225,000 each.
- Small transitional living complex for low income/disabled individuals--\$1,000,000
- We will eventually need larger office space in the next 5-10 years

Renovation or Repairs to Existing Facilities:

- Parking lot renovation- \$57,200 Quote

Equipment:

- Window Replacement-\$ 86,320 Quote The current windows are single pane with poor thermal and solar heat plus they have air leaks.
- Track System in one home--\$10,000+ (??)
- Updated Computers, tablets and server -- \$5,000
- Stove, dishwasher/sanitizer - \$3500

Other:

- Office furniture and chairs -- \$2,500
- At this time, we do not have other needed capital improvements. Investing in our existing facility would not be a wise use of funds. A new facility is needed due to the expectations and desires of those 60+.
- Playground updates - \$10,000

Q8. If you have begun raising or saving funds for these planned projects, please provide the amount you have been able to secure from each source:

Grants:

Fundraising Campaign:

- \$30,000

Donors:

Other:

- None in the Central Iowa Region thus far.
- We expended the funds we had to modify our current rental space.

Q9. a. How will completing these projects affect the services received by your clients?

- We need more parking spaces to avoid parking in the street in front of neighbor houses. The windows are drafty and cold to the touch b any of us.
- Clubhouse facility will enable us to serve more youth, and not turn away youth because of a waiting list.
- They would serve 8 new individuals in the MH system.
- This would allow for individuals with low income to be able to find quality affordable housing. It would also all individuals with disabilities that do not need 24 hour care, but still need support to live more independently than a group home setting allows.

- Our trained Volunteers would have access to reliable vehicles to respond to fire emergency calls. Typically, we strive to answer the call within the first few hours of being notified.
- The vehicle and trailer would provide us a way to transport supplies and equipment for events and projects. All are conducted out of building and can involve up to 1,500 people. Upgrading computers and purchasing tablets will allow for maximum use of technology to community and mobilize our community. Office furniture and chairs would contribute to increased organization and a more professional appearance for the organizations.
- Meal preparation/sanitation easier to handle on-site; expand outdoor classroom possibilities for clients
- As we add more staff, we'll need a larger office. More staff means more programs for Ames and Story County families

b. What would happen if you were unable to complete these projects?

- We can continue with the old lot, and at least the windows open!
- This summer we had 40 youth on a waiting list who we were never able to provide services for. Without expanding our reach, potentially hundreds of youth will not have access to the life changing opportunities and programs we provide.
- Those individuals may stay in institutions longer.
- We would not be able to offer this housing option to our clients.
- Volunteers may be pressed to utilize their own personal vehicle.
- The scale of our projects may be smaller or more time is required for multiple trips. Technology upgrades and updates will not be completed and tracking services will not be completed as easily. We will continue to function with ISU Surplus and slightly used equipment.
- It's a while in the future, so unknown at this time

c. What would the anticipated effect be on your operating cost? For example, would a proposed new vehicle replace an older vehicle with higher operating costs, or would a new facility expansion increase utility costs?

- Both of these projects are further down on our wish list but also necessary to complete within five years.
- An expanded facility means higher utility costs, and more staff to supervise those areas.
- These would be additional facilities with associated operating costs.
- Operating costs would likely become lower as newer vehicles are more fuel efficient and maintenance is lessened.
- The vehicle and trailer would increase organizational insurance, costs for motor vehicle checks and add maintenance and fuel expense. The other items would not significantly affect costs, but should contribute to a higher return on volunteer investment in the organization.
- New equipment would increase costs to clients

- Our current office space is donated, so any new space would have a very large impact on our budget

d. What would be your ability to contribute matching funds towards these projects? (e.g., could you match 10%, 25%, 50%, etc.?)

- We will have a better idea of our on-going budget after the next few years working on the HVAC issues.
- We could potentially match 10%.
- 50%
- We have not researched this option at this time, so we are unable to determine an amount for matching funds.
- The Red Cross could find matching funds from individuals, foundation or corporate donors.
- 50%
- 10%

Q10. If you have other comments regarding the capital funding needs of area human services agencies, please provide them here:

- The ACPC Board of Directors had hoped to have more precise costs to include in this survey, but we do not yet have those. We would be happy to recontact the Council with those costs that we expect to have within a few weeks.
- Given the current staffing and move to managed care our focus is on maintaining existing operations and updating existing facilities and vehicle fleet rather than expanding.
- It is very exciting that the City of Ames is willing to consider how they may be able to assist human services agencies with capital improvement needs.
- We are truly grateful for the support Story County brings to the American Red Cross.
- Thank you for asking us to complete this survey. It is so difficult for human service agencies to raise significant capital funds as we strive to provide needed services. The City's interest in us as a collect group is really encouraging and appreciated.

SPECIAL REVENUE – LOCAL OPTION SALES TAX

This fund accounts for the collection of 1% local option tax as approved by the voters on November 4, 1986. Revenue is allocated 60% for property tax relief and 40% for community betterment, including human service and arts agency funding. The fund balance is reserved at 25% of budgeted expenditures less the 60% tax relief transfer. Reserves are for cash flow and revenue fluctuations.

	2014/15 Actual	2015/16 Adopted	2015/16 Adjusted	2016/17 Adopted
Revenues:				
Property Tax Relief (60%)	4,798,166	4,490,763	4,698,777	4,680,000
Community Betterment (40%)	3,198,777	2,993,842	3,132,518	3,120,000
	<u>7,996,943</u>	<u>7,484,605</u>	<u>7,831,295</u>	<u>7,800,000</u>
Transfers:				
Hotel/Motel Tax	119,807	101,429	114,285	116,571
	<u>119,807</u>	<u>101,429</u>	<u>114,285</u>	<u>116,571</u>
Total Revenues	8,116,750	7,586,034	7,945,580	7,916,571
Expenses:				
Operations:				
Municipal Band	23,411	30,185	30,669	27,170
Human Services Administration	17,754	20,982	13,491	23,505
Human Service Agency Funding	1,125,477	1,212,375	1,215,532	1,278,973
Public Art	25,708	41,000	73,456	41,000
Art Agency Funding	139,910	148,733	148,733	156,170
City Council Allocations	137,225	135,180	137,980	141,400
Merit/Payroll Adjustment	-	152	-	158
	<u>1,469,485</u>	<u>1,588,607</u>	<u>1,619,861</u>	<u>1,668,376</u>
CIP:				
Fire	88,121	145,175	236,107	47,000
Traffic Engineering	79,243	75,000	1,017,903	75,000
Storm Warning System	23,701	40,000	56,299	-
Street Engineering	1,226	60,000	58,774	705,000
Street Maintenance	167,780	100,000	285,134	125,000
Parks and Recreation	406,906	804,000	1,723,375	742,500
Library	107,189	-	-	-
Cemetery	28,707	65,000	187,005	70,000
Downtown Façade Program	69,000	50,000	110,423	50,000
Campustown Façade Program	16,000	50,000	84,000	50,000
Neighborhood Improvement	4,995	50,000	50,000	50,000
NIP/Neighborhood Tree Planting	2,212	-	12,788	-
Facilities	70,694	50,000	320,609	50,000
	<u>1,065,774</u>	<u>1,489,175</u>	<u>4,142,417</u>	<u>1,964,500</u>
Total Before Transfers	2,535,259	3,077,782	5,762,278	3,632,876

SPECIAL REVENUE – LOCAL OPTION SALES TAX, continued

	2014/15 Actual	2015/16 Adopted	2015/16 Adjusted	2016/17 Adopted
Transfers:				
General Fund	4,798,166	4,490,763	4,698,777	4,680,000
Park Construction Fund (Balance)	-	-	851,021	-
Park Construction Fund	-	-	100,000	100,000
Ames/ISU Ice Arena	20,000	20,000	20,000	20,000
	<u>4,818,166</u>	<u>4,510,763</u>	<u>5,669,798</u>	<u>4,800,000</u>
Total Expenses	7,353,425	7,588,545	11,432,076	8,432,876
Excess (Deficit) Revenues				
Over (Under) Expenses	763,325	(2,511)	(3,486,496)	(516,305)
Beginning Balance	5,810,910	3,373,191	6,574,235	3,087,739
Ending Balance	<u>6,574,235</u>	<u>3,370,680</u>	<u>3,087,739</u>	<u>2,571,434</u>
				<i>Minimum fund balance target:</i>
				25% of expenses less 60% pass-through
				<u>938,219</u>
				Unreserved fund balance
				<u><u>1,633,215</u></u>

COUNCIL ACTION FORM

SUBJECT: SALE AND ISSUANCE OF ESSENTIAL CORPORATE PURPOSE GENERAL OBLIGATION BONDS SERIES 2016A ISSUE IN AN AMOUNT NOT TO EXCEED \$12,705,000

BACKGROUND:

The 2016/17 budget and Council-approved changes include General Obligation (G.O.) Bond-funded capital improvement projects in the amount of \$5,945,000. The City Council held public hearings on the issuance of these bonds and refunding bonds on March 1, 2016, as part of the budget process. Council action is now required to authorize the sale.

Projects to be funded by this bond issue include the following:

East Industrial Utility Extension	\$ 3,300,000	
Debt Abated by other Revenues		\$ 3,300,000
Flood Mitigation	500,000	
Storm Water Erosion Control	250,000	
Asphalt Street Improvements	1,250,000	
Grand Avenue Extension	1,300,000	
Concrete Pavement Improvements	1,050,000	
Arterial Street Pavement Improvements	345,000	
Downtown Street Pavement Improvements	375,000	
CyRide Route Improvements	525,000	
Bridge Rehabilitation Program	350,000	
Subtotal Tax Supported Bonds	5,945,000	\$ 5,945,000
Refunding Bonds		3,335,000
Issuance Cost and Allowance for Premium		125,000
Grand Total – 2016/17 G.O. Issue		\$ 12,705,000

On the morning of August 23, 2016, the City will accept bids for the bonds per the terms of our offering statement. The bids will be evaluated by our financial advisor, Public Financial Management, by the City’s Bond Counsel, and by City staff to recommend award to the bidder with the lowest cost. A report of bids will be provided to Council at the August 23 meeting. The City Council will then be asked to adopt a resolution accepting bids and authorizing award of the sale of bonds to the chosen bidder.

ALTERNATIVES:

1. The City Council can adopt a resolution accepting bids and authorizing the sale and issuance of Essential Corporate Purpose General Obligation Bonds in an amount not to exceed \$12,705,000.

2. The Council can reject the bond sale resolution and delay the capital projects.

MANAGER'S RECOMMENDED ACTION:

Issuance of these bonds is necessary in order to accomplish the City's approved capital improvements during this fiscal year and savings can be realized by bond refunding.

Therefore, it is the recommendation of the City Manager that the City Council accept Alternative No. 1, thereby adopting a resolution accepting bids and authorizing the sale and issuance of Essential Corporate Purpose General Obligation Bonds in an amount not to exceed \$12,705,000.

COUNCIL ACTION FORM

**SUBJECT: WAIVER OF PURCHASING POLICIES FOR SINGLE-SOURCE
PURCHASE OF UNIFY PHONE SYSTEM UPGRADE
AND AWARD OF CONTRACT**

BACKGROUND:

The City's existing digital phone system is outdated and can no longer be fully supported by Unify (formally Siemens). The current handsets are 26 years old and the system itself is 19 years old and is becoming difficult to support. The last upgrade of the system was ten years ago, and software enhancements can no longer be made to the system.

The proposed upgrade is for a network phone system which allows voice phone calls over the data network instead of traditional phone lines. During the last two years, \$132,814 has been invested in Unify network phone technology when providing new phone service to the Library, E911 call handling, City Hall basement, and the Water and Pollution Control Plant. This investment has allowed integration of the old and new phone technology simultaneously. City staff was also able to transition to new technology in remodeled work areas, add new phone functionality, and replace obsolete phone equipment.

The staff recommendation is to upgrade our existing Siemens digital phone system to a Unify network phone system provided by Black Box Network Services in the amount of \$417,408. Upon completion of this project, the City will be using state of the art network phone technology, all users will have new telephone sets, and the remote City locations will use the City fiber optic network for voice as well as data services. Through the budgeting process, \$473,376 has been accumulated in technology replacement funds for this digital phone system replacement.

Staff is requesting a single-source purchase from Black Box Network Services to complete the Unify network phone system upgrade, as \$132,814 has already been invested in the system at new locations and integration with our existing digital phone system. This initial investment would be lost if the City did not continue on the Unify network phone system path. Black Box Network Services is the single local source for the Unify network phone system upgrade. In addition, Black Box Network Services maintains the City's existing digital and network phone system at the Library, E911 call taking, City Hall basement, and the Water and Pollution Control Plant. To date, the City's experience with the functionality and reliability of the recent Unify network phone installations has been very good.

The upgrade to the Unify network phone system will begin in early September and be completed by late December of 2016.

The City of Ames Purchasing Policy states that single-source purchases of \$50,000 or more must be approved by City Council.

ALTERNATIVES:

1. Waive the City's Purchasing Policies and approve the single-source purchase of a Unify network phone system upgrade, awarding a contract to Black Box Network Services in the amount of \$417,408.
2. Reject the request to waive purchasing policies and direct staff to seek alternative methods for the procurement of the telephone system upgrade.

MANAGER'S RECOMMENDED ACTION:

Upgrading the existing Siemens digital phone system to a Unify network phone system will keep the existing \$132,814 investment, give the City state of the art phone technology, provide City departments with new telephone sets, and give remote City locations use of the City fiber optic network for voice and data services.

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

COUNCIL ACTION FORM


SUBJECT: RELOCATION OF 161 KV TRANSMISSION LINE FROM AMES PLANT TO NE ANKENY FOR IOWA D.O.T. – REPORT OF BIDS

BACKGROUND:

On July 26, 2016, City Council approved preliminary plans and specifications for the Ames Plant to NE Ankeny 161 kV Transmission Line Iowa DOT Relocation. The Iowa Department of Transportation is **carrying out two highway improvement projects** in the vicinity of the Skunk River, and along Interstate 35 at the Highway 30 interchange. In this report, staff refers to these as the **Skunk River project** and the **I-35/Hwy 30 relocation project**. These two projects require relocation of a portion of the new Ames 161kV transmission line.

These two projects were packaged into one bid and were issued to twelve 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 August 10, 2016, five bids were received as shown below:

	INVITATION TO BID NO. 2017-007 AMES PLANT TO NE ANKENY 161 KV TRANSMISSION LINE IOWA DOT RELOCATION BID SUMMARY		
	Bidder	I-35/Hwy 30 project	Skunk River project
Hooper Corporation Madison, WI	\$286,004.06	\$709,028.37	\$995,032.43
PAR Electrical Contractors, Inc. Kansas City, MO	\$381,387.50	\$618,612.40	\$999,999.90
Michels Power Neenah, WI	\$343,278.43	\$735,523.60	\$1,078,802.03
M. J. Electric, LLC Iron Mountain, MI	\$346,885.96	\$763,543.70	\$1,110,429.66
Ward Electric Company, Inc Longmont, CO	\$431,784.92	\$1,226,119.79	\$1,657,904.71

Staff feels that additional time is needed to evaluate each bid in order to recommend an award that best meets the City's needs.

All engineering and construction expenses for both relocation projects will be reimbursed by IDOT. Staff is working with the DOT to formalize this understanding in an agreement. **A separate IDOT construction reimbursement agreement for both projects will be brought to Council for approval at the same time as the award recommendation for this construction phase of the project.**

ALTERNATIVES:

1. Accept the report of bids and delay award for the Ames Plant to NE Ankeny 161 kV Transmission Line Iowa DOT Relocation.
2. Award a contract to the apparent low bidder.
3. Reject all bids which would delay the IDOT's project.

MANAGER'S RECOMMENDED ACTION:

In order to facilitate these IDOT improvements, the City's 161 kV transmission line must be relocated in both areas. Some of the bidders have taken exception to our requirements, and staff needs additional time to review the bids.

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

Of note, staff is also working with IDOT on finalizing a reimbursement agreement on the construction portion of the project. The City will proceed with the project when both the construction bids and the reimbursement agreement are brought before Council for approval at a future meeting.

ITEM # 12
DATE: 08-09-16

COUNCIL ACTION FORM

SUBJECT: SETTING DATE OF PUBLIC HEARING FOR STATE REVOLVING FUND PLANNING AND DESIGN LOAN IN AN AMOUNT NOT TO EXCEED \$375,000

BACKGROUND:

The City is conducting an ongoing evaluation of the sanitary sewer collection system, including televising mains and associated structures to determine functionality and structural integrity. The purpose of the evaluation is to extend the life of the sanitary sewer collection system and to improve capacity by reducing inflow and infiltration ("I & I").

The approved Capital Improvements Plan includes \$3.5 million each year for collection system improvements, funded by State Revolving Fund (SRF) Loans. The first step of this process is to determine a plan for implementation of repairs identified in the system evaluation. An SRF Planning and Design Loan in the amount of \$375,000 has been identified as the funding source for developing the best plan to implement the improvements and design for the first year of the improvement plan. Repayment of the planning and design loan will be rolled in to the first construction loan. A public hearing is required to proceed with the SRF loan.

ALTERNATIVES:

1. The City Council can set August 23, 2016 as the date of public hearing to enter into a State Revolving Fund Planning and Design Loan agreement in an amount not to exceed \$375,000.
2. The Council can delay this hearing to another date.

MANAGER'S RECOMMENDED ACTION:

Setting the date of public hearing will ensure that City staff can proceed with the sanitary sewer collection system improvements plan as previously approved by Council.

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

ITEM # 15
 DATE: ~~06-28-16~~

COUNCIL ACTION FORM

SUBJECT: SET PUBLIC HEARING DATE FOR SALE OF CITY-OWNED PROPERTIES AT 1125 MAXWELL AND 306 WELLONS DRIVE

BACKGROUND:

As part of City’s Community Development Block Grant (CDBG) Neighborhood Sustainability Program, the acquisition/reuse program component seeks to acquire single-family properties and/or lots for reuse for affordable housing to assist low- and moderate-income (80% or less of AMI) families. The program also makes health and safety repairs to the properties, as needed. Where possible, the properties are matched with eligible first-time homebuyers through the City’s CDBG Homebuyer Assistance Program. Program parameters also permit the sale of properties to qualified non-profit organizations in the community.

CDBG funds were used to purchase homes at 1125 Maxwell and 306 Wellons as part of the Acquisition/Reuse Program. Both properties were foreclosures. The home at 1125 Maxwell was purchased in 2015 for \$28,500. The structure has been demolished and the lot is now available for re-development for a new single-family home. The home at 306 Wellons was purchased in 2010 for \$107,000 and is the last of the five properties remaining to be rehabilitated and sold under the previous 2009-14 Acquisition Reuse Program. City staff had begun rehabilitation of the Wellons property to remediate the most deteriorated conditions and to stabilize the property after years of vacancy. However, the home is not currently in a condition to be sold to a home buyer and additional investment is needed to make the home once again habitable.

Habitat for Humanity of Central Iowa (HHCI) approached staff with an interest in purchasing both properties for \$35,000 (\$5,000 for Maxwell and \$30,000 for Wellons). A collaboration with Habitat for Humanity of Central Iowa would represent the **eleventh** endeavor between Habitat and the City of Ames. This project will allow the City to continue to address one of its priority goals outlined in the both the 2015-16 Annual Action Plan and in the 2014-2019 CDBG Consolidated Plan, which is to increase the supply of affordable housing for LMI households. Additionally, the revenue from the sale of these two properties will be program income for CDBG program to then be reinvested in other programs.

Finance Department staff have reviewed and accepted Habitat for Humanity of Central Iowa’s 2014 and 2015 Annual Audit Reports. Therefore, staff is seeking Council authorization to work with the HHCI Executive Board to finalize terms and conditions of these purchases and to set July 12, 2016 as the date of public hearing.

ALTERNATIVES:

1. The City Council can set the date of public hearing to sell the properties for July 12, 2016 and authorize staff to finalize terms and conditions for the sale of 1125 Maxwell Avenue and 306 Wellons Drive to Habitat for Humanity of Central Iowa in the amount of \$35,000 (\$5,000 for Maxwell and \$30,000 for Wellons).
2. The City Council can set the date of public hearing for July 12, 2016, but direct staff to finalize different terms and conditions for the sale 1125 Maxwell Avenue and 306 Wellons Drive to Habitat for Humanity of Central Iowa.
3. The City Council can direct the staff to seek other buyers for these two properties.
4. The City Council can decline to sell the properties at this time.

MANAGER'S RECOMMENDED ACTION:

The sale of both the Maxwell and Wellons homes to Habitat for Humanity of Central Iowa will assist the City in its efforts to continue to address the housing needs for low and moderate income first-time home buyers. Because both properties were in foreclosure and in deteriorating conditions, this partnership will also upgrade the housing stock located in our vital core neighborhoods.

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

COUNCIL ACTION FORM

SUBJECT: SOUTH FORK REVISED MASTER PLAN

BACKGROUND:

Pinnacle Properties, LLC, represented by Keith Arneson, is seeking approval of a revised Master Plan for a portion of the South Fork development. South Fork lies south of the west Hy-Vee and north of the Ames Middle School. Initial development occurred in 2001 and the most recent revision of the preliminary plat was in 2013. South Fork is a diverse development that included multiple building types from the time of its original inception. The development is mostly built out and the developer is seeking changes to the last remaining outlot (see location map and existing lots in Attachment A).

The developer seeks an amendment to the Master Plan to change the housing types proposed for the remaining outlot from nine single-family detached homes to five single-family detached homes and eight twin-home lots. There would be a net increase of four homes with the proposed change. This is accomplished by halving four lots on Coy Street east of Sunflower Drive. Lots to the west of Sunflower Drive are unaffected by the proposal.

A revision to a Master Plan is accomplished through a rezoning action. In this case, the zoning boundaries are not changing—only the Master Plan is being updated. Development within the subdivision must be consistent with the base zoning as well as any limitations on lotting or building types within the Master Plan.

The attached addendum provides background and analysis of the proposal and the requested action. This request for a Master Plan approval is also accompanied by a request to update the Preliminary Plat and both should be either approved or denied in tandem. The Master Plan must be amended to allow for the revised preliminary plat to be approved with more lots than what was originally shown.

Planning and Zoning Commission Recommendation. The Planning and Zoning Commission considered the proposed Master Plan on August 3, 2016. The Commission asked questions whether the twin homes would be rentals. The developer indicated he would sell the empty lots and would not be involved in the construction or sales of the homes. One neighbor to the west indicated she bought her lot with the understanding that this would remain single-family homes. She expressed concern about the value of her property if twin homes were built and how the connection of Coy affected the area. The Commission recommended approval of the revised Master Plan by a vote of 5 to 0.

ALTERNATIVES:

1. The City Council can approve the Master Plan for Outlot A of South Fork Subdivision, Eighth Addition, based upon the findings of facts and conclusions in this report.
2. The City Council can deny the Master Plan if it finds that the proposed changes in housing type, density, infrastructure arrangement, or street layout are not appropriate or are incompatible with the neighborhood or do not meet the development standards of the Suburban Residential zoning district.
3. Action on this request can be postponed and referred back to City staff and/or the applicant for additional information.

MANAGER'S RECOMMENDED ACTION:

South Fork is a mixed housing type development area that has a diverse combination of single-family attached and single-family detached housing. Maintaining diversity in housing type and not over-concentrating attached housing is important to the character of the different development blocks of the project. Staff believes allowing for the four additional homes to be built is compatible with the surrounding uses and the intent of the base zoning of FS-RL, but also maintains a diversity of housing types by keeping the detached home component west of Sunflower.

Therefore, based upon the Findings of Fact and Conclusions noted in the attached report, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.

ADDENDUM

INTRODUCTION:

Keith Arneson, representing Pinnacle Properties, is seeking approval of a revision to the approved Preliminary Plat and Master Plan for South Fork Subdivision. The revision is to the last remaining outlot of South Fork. It is located at the southeast corner of the development and is the transition area between the South Fork development and the Vivian G. Coy Subdivision to the east.

The Land Use Policy Plan Future Land Use Map designates this area as "Village/Suburban Residential. The current zoning is Suburban Residential Low Density (FS-RL).

South Fork has been governed by a Master Plan since its inception. Under previous City ordinance, the Master Plan contained the same information and was identical to the Preliminary Plat. Changes made to the zoning ordinance in 2012, however, allowed for simplified information to be included in the Master Plan. The developer has submitted a Master Plan that is identical to the Preliminary Plat as under the older requirements. Since the submitted Master Plan contains the minimum information required by code (and considerable additional information), it was accepted and is being processed concurrently with the Preliminary Plat.

A zoning agreement will be prepared and approved at the time of City Council action on the rezoning request. The agreement will require all development governed by the master plan to be in conformance with the master plan.

BACKGROUND:

Project Description. South Fork Subdivision was first approved in 2001. It is a residential development of approximately 56 acres. It was configured to allow for multi-family housing, single-family, attached, and single-family detached homes. Concurrent with the Preliminary Plat in 2001, the City Council also approved FS-RL Suburban Low-Density Residential and FS-RM Medium Density Residential.

The land use and zoning will continue as it is currently designated. This outlot is intended for future development and is zoned FS-RL Suburban Low Density Residential.

Project Changes. This Preliminary Plat and Master Plan seek to amend the lotting pattern and allowed housing type. The change results in a net gain of 4 housing units, but also a change in the mix of housing by converting 4 single family detached lots to attached single family lots. The currently approved 9 single-family detached lots are modified to 5 single-family detached lots and 8 lots for twin homes. Neither the zoning nor the infrastructure needs are changing.

There are a number of attached-single family twin homes built in the area that would represent the likely design and look of homes for the proposed lots.

Applicable Law. Laws pertinent to the proposal are found in Section 29.1507 of the Municipal Code.

Density Information. The gross area of the overall South Fork development is 56.07 acres. The FS-RL portion currently achieves a density of 4.73 dwelling units per net acre. This change increases the FS-RL zoning to 4.88. This density falls within the range of 3.75 and 10.00 dwelling units per acre as prescribed by the Zoning Ordinance.

The density of this 2.64 acre outlot is 6.44 dwelling units per net acre.

FINDINGS OF FACT & CONCLUSIONS:

Staff makes the following findings of facts and conclusions.

FINDING 1. The entirety of the South Fork development is designated as “Village/Suburban Residential” on the Land Use Policy Plan Map.

CONCLUSION: The proposed Master Plan is consistent with the Land Use Policy Plan and the associated Land Use Policy Plan map designation of the site. Staff is not aware of any other inconsistencies with the Land Use Policy Plan; therefore, staff concludes that Section 23.107 of the *Ames Subdivision Regulations and Code of Iowa* Chapter 354, Section 8 have been satisfied.

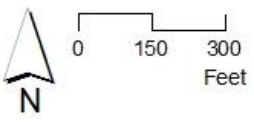
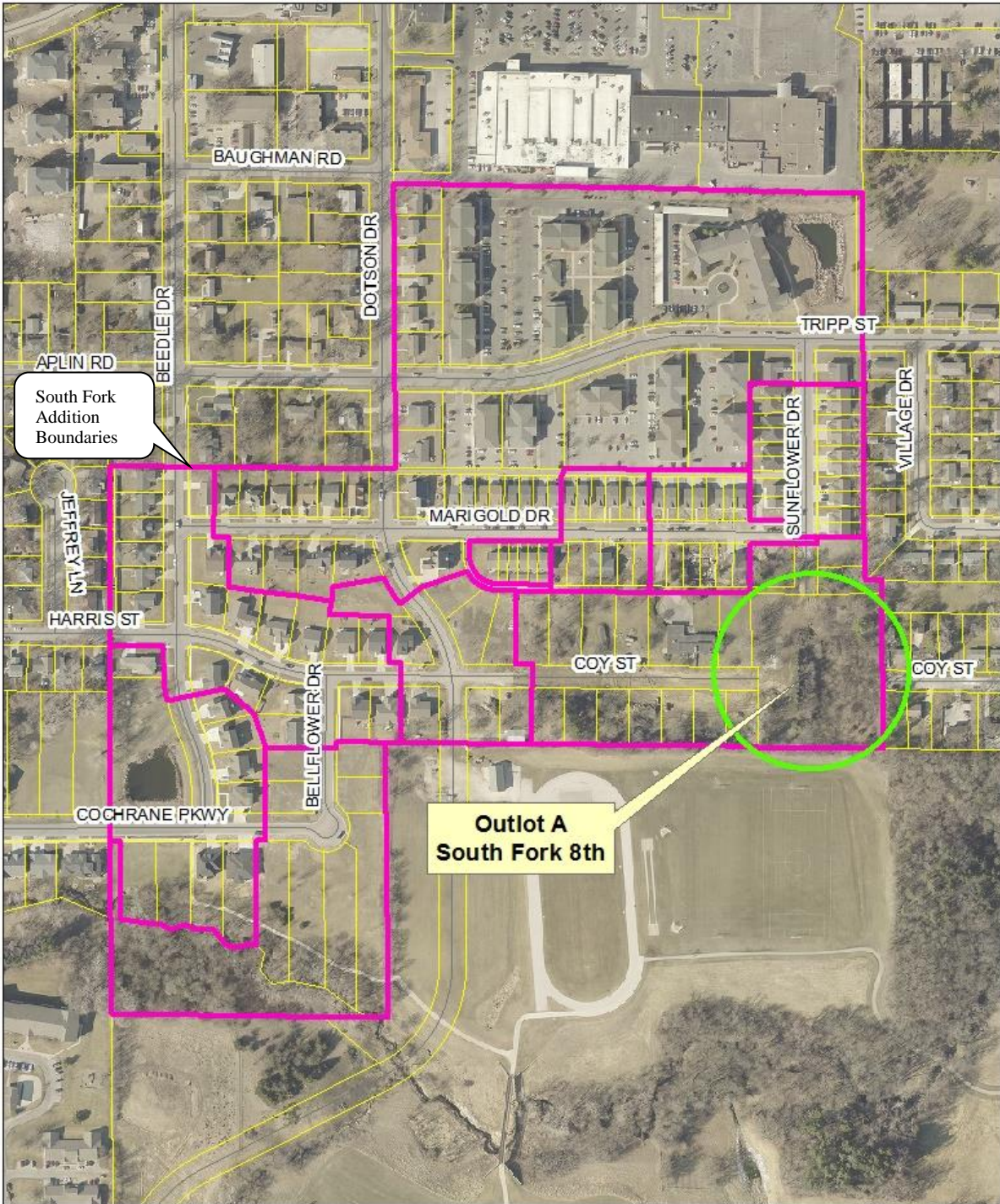
FINDING 2. The zoning of this portion of the site requires a density of between 3.75 units per net acre and 10.00 units per net acre.

CONCLUSION: The density of this outlot will be 6.44 units per net acre upon buildout, within the range of the zoning requirements.

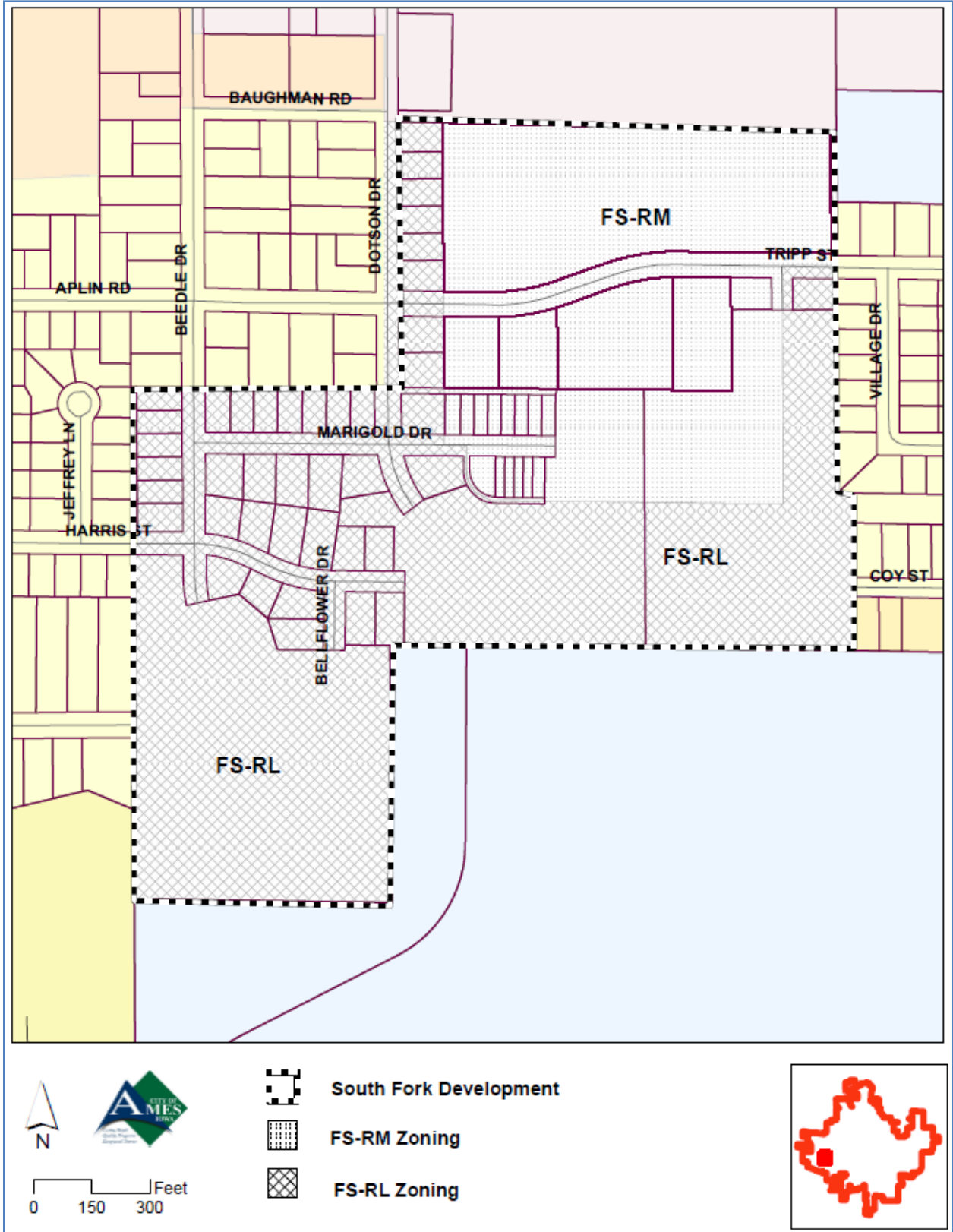
FINDING 3. Section 29.1507 (4) describes the information needed for a Master Plan.

CONCLUSION: The information submitted for the Master Plan meets the requirements of Section 29.1507 (4) of the Municipal Code.

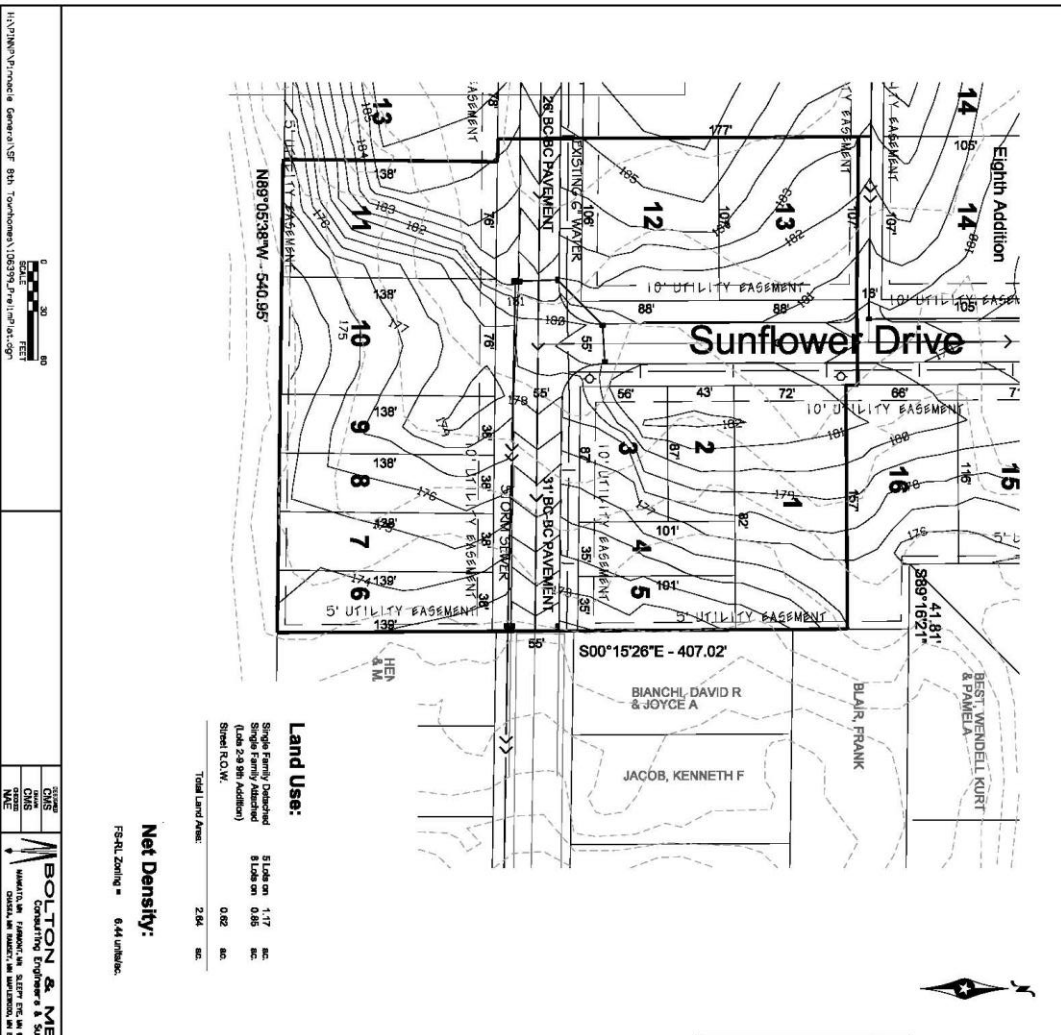
ATTACHMENT A: LOCATION MAP



ATTACHMENT B: SOUTH FORK ZONING



ATTACHMENT C: PROPOSED MASTER PLAN (NORTH TO RIGHT)



Land Use:

Single Family Detached	1.17	ac
Single Family Attached	0.86	ac
(Lots 2-9 9th Addition)		
Street R.O.W.	0.82	ac
Total Land Area:	2.64	ac

Net Density: FSR-Zoning = 0.44 units/acre.

9th Addition Property Information

Lot Area:	8th Addition	9th Addition
1	11,320	5,232
2	3,720	5,227
3	4,583	10,458
4	3,521	10,417
5	3,542	9,334
6	5,405	9,898
7	5,297	

Legend

- WATER MAIN
- FIBER OPTIC
- SANITARY SEWER
- SEWER MANHOLE
- FIBER MANHOLE

- General Notes:**
- The intent of this motion is to the existing Preliminary Plat for the South Fork Subdivision is:
 - Lots 2-9 of 8th Addition are now Single Family Attached homes instead of Single Family Detached.
 - No changes to the existing stormwater management plan is proposed because changes to impervious area are minimal.
 - No parking will be allowed on the north and east side of all streets.
 - No changes to existing zoning is proposed.
 - All walkway easements are public walkway easements.
 - All new sidewalks in 8th Addition shall be 5 ft. in width.
 - No changes to public right of way, public utilities, street layout, or grading is proposed.
 - Except for 8th Addition, all lots shall have a 4 ft sidewalk along all frontages except where a shared used path is indicated.
- Legal Description:**
- Legal Description and Preliminary Boundary of the 9th Addition is Outlot A Southfork subdivision, 8th Addition.

BOLTON & MENK, INC.
Consulting Engineers & Surveyors
1000 W. 10th Street, Suite 100, Lincoln, NE 68502
Phone: 402.478.1111 Fax: 402.478.1112

PRELIMINARY PLATMASTER PLAN
SOUTH FORK SUBDIVISION
DEVELOPER: PAMELA PROPERTIES AMES
4114 COUCHMAN PARKWAY, AMES, IA 50014

DATE: 07/27/2016

ATTACHMENT D: APPLICABLE MASTER PLAN LAW

Ames Municipal Code, Chapter 29, Section 29.1507, describes the requirements for a rezone with master plan. A zoning agreement will be prepared and approved at the time of City Council action on the rezoning request. The agreement will require all development governed by the master plan to be in conformance with the master plan.

Any amendment to a master plan is processed as if it were an amendment to the zoning map.

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

Prepared by: Judy K. Parks, City of Ames Legal Department, 515 Clark Ave., Ames, IA 50010; 515-239-5146
Return to: Ames City Clerk, Ames City Hall, 515 Clark Ave., P.O. Box 511, Ames, IA 50010

**ZONING AGREEMENT FOR ADOPTION OF
A REVISED MASTER PLAN FOR OUTLOT A,
SOUTH FORK SUBDIVISION, 8TH ADDITION**

THIS AGREEMENT, made and entered into this ____ day of _____, 2016, by and between the City of Ames, Iowa (hereinafter called "City") and Pinnacle Properties, LLC (hereinafter called "Developer"), its successors and assigns, both collectively being referred to as the "Parties,"

WITNESSETH THAT:

WHEREAS, the Parties hereto desire the improvement and development of an area which is legally described as Outlot A of South Fork Subdivision, 8th Addition, (hereinafter referred to as the "Site"); and

WHEREAS, Development pursuant to a Master Plan originally began in 2001 with improvements to a larger parcel of land, which included the Site; and

WHEREAS, the pursuant to the original Master Plan, the Site was to include a low density residential housing, as depicted therein; and

WHEREAS, the Developer presently proposes to amend and revise the original Master Plan for the Site, which was shown to have nine single family home lots, to now show that Site would have five single family home lots and eight lots with twin homes; and

WHEREAS, the Developer has submitted a revised Master Plan for the Site in conformance with the requirements set forth in Ames Municipal Code section 29.1507(4); and

WHEREAS, Ames Municipal Code Section 29.1507(5) now requires approval of a zoning agreement when a Master Plan is required; that all development of the Site comply with the Master Plan; and that that amendments of that Master Plan comply with that code section.

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

I.

**REVISED OUTLOT A, SOUTH FORK SUBDIVISION, 8TH ADDITION,
MASTER PLAN ADOPTED**

The Master Plan set forth at Attachment A and incorporated by reference in this agreement shall be the revised Master Plan for Outlot A of South Fork Subdivision, 8th Addition.

II.

NON-INCLUSION OF OTHER OBLIGATIONS

The Parties acknowledge and agree that this Agreement is being executed to fulfill a specific requirement of section 29.1507(5) of the Ames Municipal Code. It is also understood that this Agreement supplements but does not replace or supersede any agreements made with the City or third parties as necessary to complete annexation.

The Parties understand that the Master Plan adopts a general conceptual plan for development, without review or approval of specific subdivision plats or site plans for development of the Site. The Parties therefore acknowledge that the Master Plan adoption does not anticipate or incorporate all the additional approvals or requirements that may be required to properly and completely develop the Site and does not relieve the developer of compliance with other provisions of the Ames Municipal Code, the Iowa Code, SUDAS, or other federal, state or local laws or regulations.

III.

MODIFICATION OF AGREEMENT

Any modifications or changes to the Master Plan shall be undertaken in accordance with the process provided for in Ames Municipal Code section 29.1507(5).

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed effective as of the date first above written.

(Signatures on following page)

PINNACLE PROPERTIES L.L.C.

By *Keith Arneson*
Keith Arneson, Manager

CITY OF AMES, IOWA

By _____
Ann H. Campbell, Mayor

STATE OF IOWA, COUNTY OF STORY, ss:

Attest _____
Diane R. Voss, City Clerk

This instrument was acknowledged before me on
August 22, 2016, by Keith Arneson as
Manager of Pinnacle Properties, L.L.C.

STATE OF IOWA, COUNTY OF STORY, ss:

Erin Cain
Notary Public in and for the State of Iowa

On this ____ day of _____, 2016, before me,
a Notary Public in and for the State of Iowa, personally
appeared Ann H. Campbell and Diane R. Voss, to me
personally known, who, being by me duly sworn, did say that
they are the Mayor and City Clerk, respectively, of the City of
Ames, Iowa; that the seal affixed to the foregoing instrument
is the corporate seal of the corporation; and that the instrument
was signed and sealed on behalf of the corporation by
authority of its City Council, as contained in Resolution No.
_____ adopted by the City Council on the ____ day of
_____, 2016, and that Ann H. Campbell and
Diane R. Voss acknowledged the execution of the instrument
to be their voluntary act and deed and the voluntary act and
deed of the corporation, by it voluntarily executed.



Notary Public in and for the State of Iowa

COUNCIL ACTION FORM

SUBJECT: SOUTH FORK REVISED PRELIMINARY PLAT

BACKGROUND:

Pinnacle Properties, LLC, represented by Keith Arneson, is seeking approval of a revised Preliminary Plat for a portion of the South Fork development. South Fork lies south of the west Hy-Vee and north of the Ames Middle School. Initial development occurred in 2001 and the most recent revision of the preliminary plat was in 2013. The development is mostly built out and the developer is seeking changes to the last remaining outlot (see location map and existing lots in Attachment A).

The proposed preliminary plat connects Coy Street that is part of South Fork to the original section of Coy Street to the east in the Vivian G Coy Subdivision. Sunflower Drive will be extended south and connect with this new portion of Coy Street. The existing approved preliminary plat identifies nine lots for single-family detached homes. The proposed preliminary plat includes five lots intended for single-family detached homes and eight lots intended for twin-homes, for a net increase of 4 housing units.

The attached addendum provides background and analysis of the proposal and the requested action. This request for a Preliminary Plat approval is also accompanied by a request to update the Master Plan and both should be either approved or denied in tandem.

Planning and Zoning Commission Recommendation. The Planning and Zoning Commission considered the proposed Preliminary Plat on August 3, 2016. No additional comments were made by the public. The Commission then recommended approval of the revised Preliminary Plat.

ALTERNATIVES:

1. The City Council can approve the Preliminary Plat for Outlot A of South Fork Subdivision, Eighth Addition, based upon the findings of facts and conclusions in this report.
2. If the City Council finds that the proposed Preliminary Plat does not conform to all adopted standards and applicable law pertaining to subdivisions, the City Council may deny the Preliminary Plat for Outlot A of South Fork Subdivision, Eighth Addition.
3. Action on this request can be postponed and referred back to City staff and/or the applicant for additional information.

MANAGER'S RECOMMENDED ACTION:

Based upon the Findings of Fact and Conclusions noted in the attached report, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.

ADDENDUM

INTRODUCTION:

Keith Arneson, representing Pinnacle Properties, is seeking approval of a revision to the approved Preliminary Plat and Master Plan for South Fork Subdivision. The revision is to the last remaining outlot of South Fork. It is located at the southeast corner of the development and is the transition area between the South Fork development and the Vivian G. Coy Subdivision to the east.

The Land Use Policy Plan Future Land Use Map designates this area as "Village/Suburban Residential. The current zoning is Suburban Residential Low Density (FS-RL).

BACKGROUND:

Project Description. South Fork Subdivision was first approved in 2001. It is a residential development of approximately 56 acres. It was configured to allow for multi-family housing, single-family, attached, and single-family detached homes. Concurrent with the Preliminary Plat in 2001, the City Council also approved FS-RL Suburban Low-Density Residential and FS-RM Medium Density Residential.

The land use and zoning for the entire South Fork will continue as it is currently designated. FS-RM Suburban Residential Medium Density is found along the north and central part of the development. This zoning allows for apartments and townhomes. FS-RL Suburban Low Density Residential zoning is found along the west, south, and east portions of the development and is intended for single-family detached and attached homes.

Project Changes. This Preliminary Plat and Master Plan seek to amend the lotting pattern and allowed housing types from the currently approved 9 single-family detached lots to 5 single-family detached lots and 8 lots for twin homes. Neither the zoning nor the infrastructure needs are changing substantial with the increase of homes.

Applicable Law. Laws pertinent to the proposal are described on Attachment D. Pertinent for the Planning and Zoning Commission is Sections 23.302(3) and 23.302(4) as described in Attachment D.

Density Information. The gross area of the overall South Fork development is 56.07 acres. The FS-RL portion currently achieves a density of 4.73 dwelling units per. This change increases the FS-RL zoning to 4.88. This density falls within the range of 3.75 and 10.00 dwelling units per acre as prescribed by the Zoning Ordinance.

The density of this 2.64 acre outlot is 6.44 dwelling units per net acre.

Lot Configuration. All lots meet minimum size requirements for the zoning district. In addition, corner lots seem appropriately sized to accommodate two front setbacks and

two side setbacks. There are a number of attached-single family twin homes built in the area that would represent the likely design and look of homes for the proposed lots.

Utilities, Easements, and Sidewalks. Public improvements are proposed to serve the subdivision and will be available to all lots. In accordance with City policies, it is anticipated that most public infrastructure will be constructed and inspected prior to submitting a final plat for new lots. Alternatively, the developer may post an acceptable financial instrument.

It should be noted that this subdivision of South Fork will require 5-foot sidewalks rather than the 4-foot sidewalks of previously approved portions of the development. This is due to changes in sidewalk requirements approved in 2015.

FINDINGS OF FACT & CONCLUSIONS:

Staff makes the following findings of facts and conclusions.

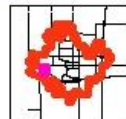
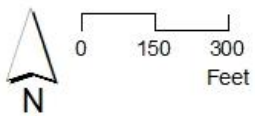
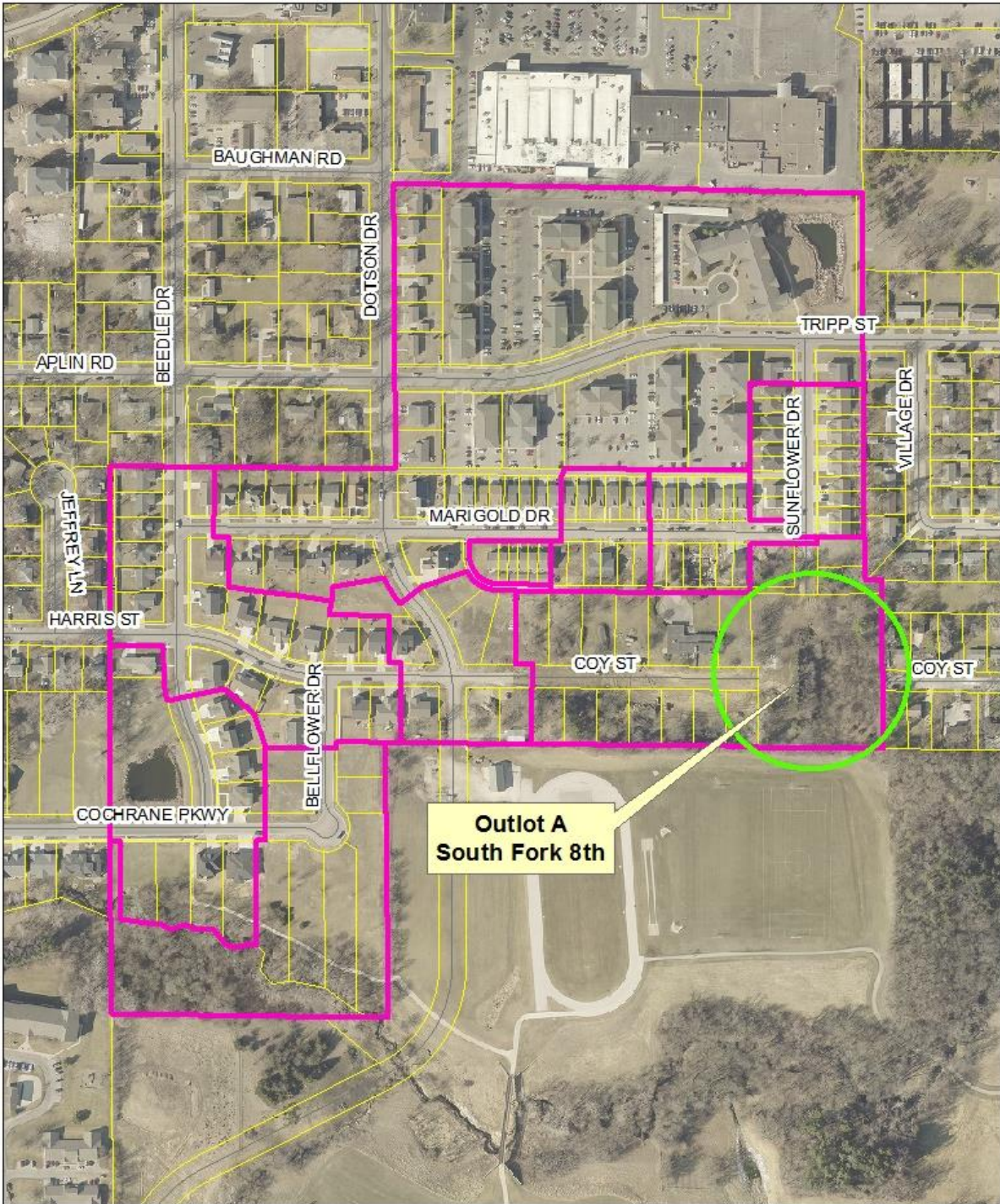
FINDING 1. The entirety of the South Fork development is designated as “Village/Suburban Residential” on the Land Use Policy Plan Map.

CONCLUSION: The proposed Preliminary Plat is consistent with the Land Use Policy Plan and the associated Land Use Policy Plan map designation of the site. Staff is not aware of any other inconsistencies with the Land Use Policy Plan; therefore, staff concludes that Section 23.107 of the Ames *Subdivision Regulations* and *Code of Iowa* Chapter 354, Section 8 have been satisfied.

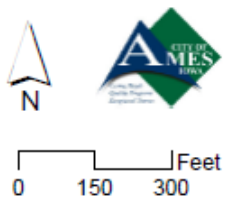
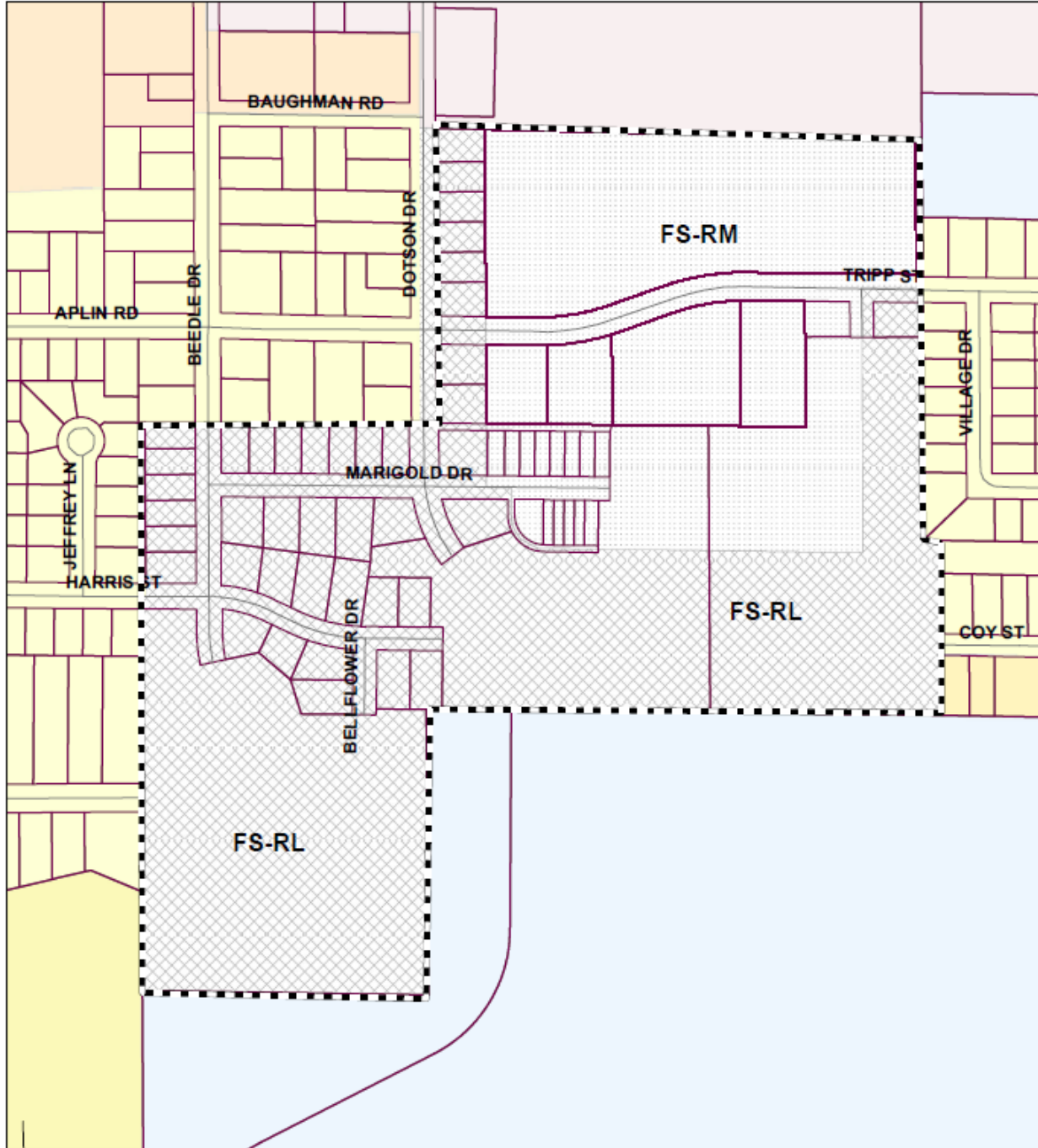
FINDING 2. The proposed subdivision complies with all relevant and applicable design and improvement standards of the Subdivision Regulations, to other City ordinances and standards, and to the City’s Land Use Policy Plan.


CONCLUSION: Staff concludes that Section 23.107 as well as Division IV Design and Improvement Standards of the Ames *Subdivision Regulations* have been met.

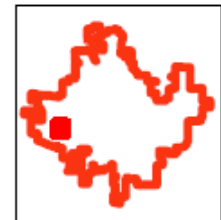
ATTACHMENT A: LOCATION MAP



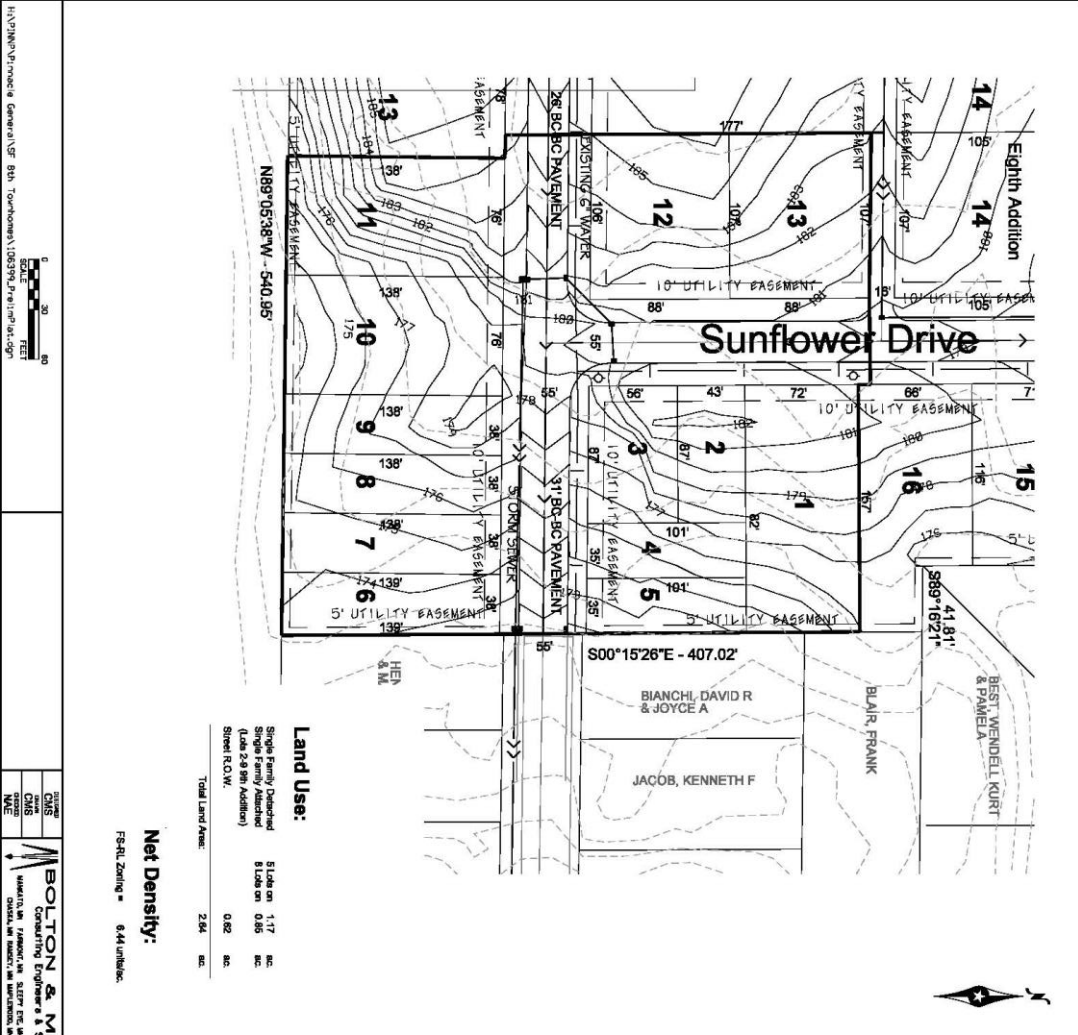
ATTACHMENT B: SOUTH FORK ZONING



-  South Fork Development
-  FS-RM Zoning
-  FS-RL Zoning



ATTACHMENT C: PROPOSED PRELIMINARY PLAT



Land Use:

Single Family Detached (Lots 2-8 9th Addition)	1.17	ac.
Street R.O.W.	0.82	ac.
Total Land Area:	2.94	ac.

Net Density: 0.44 units/acre
FSRL Zoning =

Legal Description:
Legal Description and Perimeter Boundary of the 9th Addition is
Outside A Southfork subdivision, 9th Addition.

Lot Areas:

9th Addition	8th Addition	5,232
1	8	5,232
2	9	5,232
3	10	10,465
4	11	10,417
5	12	5,234
6	13	5,234
7	14	5,237

General Notes:

- The intent of this revision to the existing Preliminary Plat for the South Fork Subdivision is:
a. Lots 2-9 of 9th Addition are now Single Family Attached homes instead of Single Family Detached.
- No change to the existing stormwater management plan is proposed because changes to impervious areas are minimal.
- No parking will be allowed on the north and east side of all streets.
- No change to existing zoning is proposed.
- All walkway easements are public walkway easements.
- All new sidewalks in 9th Addition shall be 5 ft. in width.
- No change to public right of way, public utilities, street layout, or grading is proposed.
- Except for 9th Addition, all lots shall have a 4 ft sidewalk along all frontages except where a shared used path is indicated.

Legal Description:
Legal Description and Perimeter Boundary of the 9th Addition is
Outside A Southfork subdivision, 9th Addition.

Legend

- WALKWAY
- STORMWATER MANAGEMENT
- STORMWATER MANAGEMENT
- STORMWATER MANAGEMENT
- STORMWATER MANAGEMENT

9th Addition Property Information

BOLTON & MENK, INC.
Consulting Engineers & Surveyors
4114 SOUTH FORK PARKWAY, SUITE 100, FARMERSVILLE, TEXAS 75745

PRELIMINARY PLAT MASTER PLAN
SOUTH FORK SUBDIVISION
DEVELOPER: FINNACLE PROPERTIES AMES
4114 SOUTH FORK PARKWAY, SUITE 100, FARMERSVILLE, TEXAS 75745

ATTACHMENT D: APPLICABLE SUBDIVISION LAW

The laws applicable to this revision to the Preliminary Plat for South Fork 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) 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.

Ames Municipal Code Section 23.302(6):

(3) *City Council Action on Preliminary Plat:*

- (a) *Based upon such examination, the City Council shall determine whether the Preliminary Plat conforms to relevant and applicable design and improvement standards in these Regulations, to other City ordinances and standards, to the City's Land Use Policy Plan and to the City's other duly adopted plans. In particular, the City Council shall determine whether the subdivision conforms to minimum levels of service standards set forth in the Land Use Policy Plan for public infrastructure and shall give due consideration to the possible burden of the proposed subdivision on public improvements in determining whether to require the installation of additional public improvements as a condition for approval.*
- (b) *Following such examination and within 30 days of the referral of the Preliminary Plat and report of recommendations to the City Council by the Planning and Zoning Commission, the City Council shall approve, approve subject to conditions, or disapprove the Preliminary Plat. The City Council shall set forth its reasons for disapproving any Preliminary Plat or for conditioning its approval of any Preliminary Plat in its official records and shall provide a written copy of such reasons to the developer.*

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

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

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

Ames Municipal Code Chapter 29, Zoning, Section 29.1202, includes standards for the Suburban Residential zone.

Ames Municipal Code Chapter 29, Zoning, Table 29.1202(6) includes Suburban Residential Floating Zone Suburban Regulations.

Ames Municipal Code Section 23.107 reads as follows:

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

- (1) *Land Use Policy Plan*

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

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

COUNCIL ACTION FORM

SUBJECT: AMENDMENT TO MAJOR SITE DEVELOPMENT PLAN FOR THE GREEN HILLS COMMUNITY PLANNED RESIDENCE DISTRICT (F-PRD) ZONE

BACKGROUND:

Fox Engineering Associates, on behalf of the Green Hills Resident Association, is requesting approval of an amendment to the existing Green Hills Community Planned Residential Development for parking lot landscaping.

Green Hills originated as a retirement community as part of a conceptual master plan with the nearby Gateway Hotel in 1979. The residential tower and health center was built in 1985/86. The overall complex has gone through five major expansions since the original development, with the last revision in 2014 to expand the residential, parking, and administrative areas.

The applicant has proposed a revision to the landscape plan approved in 2014 that included a new parking lot to the northwest of Hamilton Drive. (*See Attachment B*) The parking lot is situated between Highway 30 to the north and a grouping of dwellings to the south. **The proposal is to shift the approved landscaping along the Southeast side of the parking lot to the northwest side of the parking lot. (*See Attachment C*)**

The reason for the requested change is that the applicant has deemed the landscaping to be unnecessary as previously approved due to topographic conditions along the southeast side of the parking lot. The topography provides a steep change in elevation between the neighboring residential areas and the parking area, thus making it virtually impossible to experience visual intrusion from vehicles and other objects. Although parking lot lighting locations are not indicated on the plan, the applicant may install lights at a later date that meet the City's requirements. There are no proposed changes to the parking area itself in terms of number of spaces or layout as previously approved.

Property that is developed according to the F-PRD requirements must create a development pattern that is more aesthetic in design and sensitive to the natural features of the site and to the surrounding uses of land than would customarily result from the application of the base zone requirements. Innovation and flexibility in design and development of property is required to create a more efficient and effective use of land. F-PRD developments are allowed latitude in their design of housing types and landscaping.

When the original Green Hills PRD Plan was approved, it was found to meet all of these principles for the layout of the site and mix of uses. *Attachment D & Attachment E*

review these principles and standards in greater detail. **Once a PRD Plan with a Major Site Development Plan has been approved, a major change to the plan requires a public hearing and City Council approval. In this case, a change to the approach for landscaping triggers this major amendment process.**

Property that is zoned F-PRD must be developed in accordance with the Zone Supplemental Development Standards listed in Table 29.1203(5). Generally, the Plan meets the established Supplemental Development Standards for the PRD. The minimum L1 landscape standards require 1 landscape tree per 1000 square feet and either 3 high shrubs or 6 low shrubs per 1000 square feet. In this instance, a natural barrier between the parking lot and the abutting residential properties exists in the form of a natural 'incline' or elevation change which meets and surpasses the need for screening via vegetation along the southeast side of the parking lot.

The proposed modifications shifts 6 trees and all of the shrubs from the previously approved location to a different location on the northwest side of the proposed parking lot to allow for other natural features to be utilized immediately adjacent to the proposed parking area. An additional 7 trees originally proposed along the northwest side of the parking lot are being eliminated. The proposal incorporates existing and new shrubs on the north side of the parking lot and existing trees with new trees immediately north of the prairie area which is located north of the parking lot.

The elevation change from the parking lot surface to the abutting homes is an increase of approximately 20 feet. The elevation climbs at a steep rate for the first 40 feet and then gradually tapers for the remaining 10 feet before arriving at the base of the abutting homes. The total separation in distance between the homes and the parking lot is 50 feet at its closest point. The total landscaping that would be required must achieve at minimum the L1 screen standard between the abutting homes and Hamilton Drive. There is no screening standard required between the parking lot area and Highway 30. **The new proposed landscape screening incorporates a lower number of total shrubs than previously approved, but provides a screening effect greater than that proposed prior. Additionally, the elevation change between the abutting homes and the parking lot provides a screen effect that exceeds the L1 screening standards for parking in the City's landscape ordinance. The remaining screening at the east edge of the new proposed parking lot meets required L1 standards between Hamilton Drive and the proposed parking lot.**

Planning and Zoning Commission. The Planning and Zoning Commission reviewed the proposed amendment at their meeting of August 3, 2016. The Commission voted 5-0 to recommend approval with a condition of staff verifying compliance of the installation of lighting prior to its installation around the parking lot.

ALTERNATIVES:

1. The City Council can approve the Major Site Development Plan amendment to the Green Hills Community Planned Residence District Zone as submitted with

the following condition:

- a. Installation of lighting is subject to the approval of staff prior to its installation.
2. The City Council can approve the Major Site Development Plan amendment to the Green Hills Community Planned Residence District Zone, with modified conditions.
3. The City Council can deny the Major Site Development Plan amendment to the Green Hills Community Planned Residence District Zone if it finds that the plan does not comply with the adopted Zoning Ordinance or Land Use Policy Plan.
4. The City Council can postpone consideration for 30 days and request additional information of City staff or the applicant.

MANAGER’S RECOMMENDED ACTION:

In a Planned Residence District, the Major Site Development Plan establishes zoning requirements, including maximum number of units, bedrooms and density, site layout, and landscape design.

The issue before the City Council is only to determine if the proposed parking lot landscape modifications change are acceptable. Due to the change in topography between the existing homes and the parking lot, staff believes that the screening intent is met for the parking lot and that the rearrangement of landscaping accomplishes the purpose and intent of the City landscaping standards with enhanced landscaping along the Highway 30 frontage.

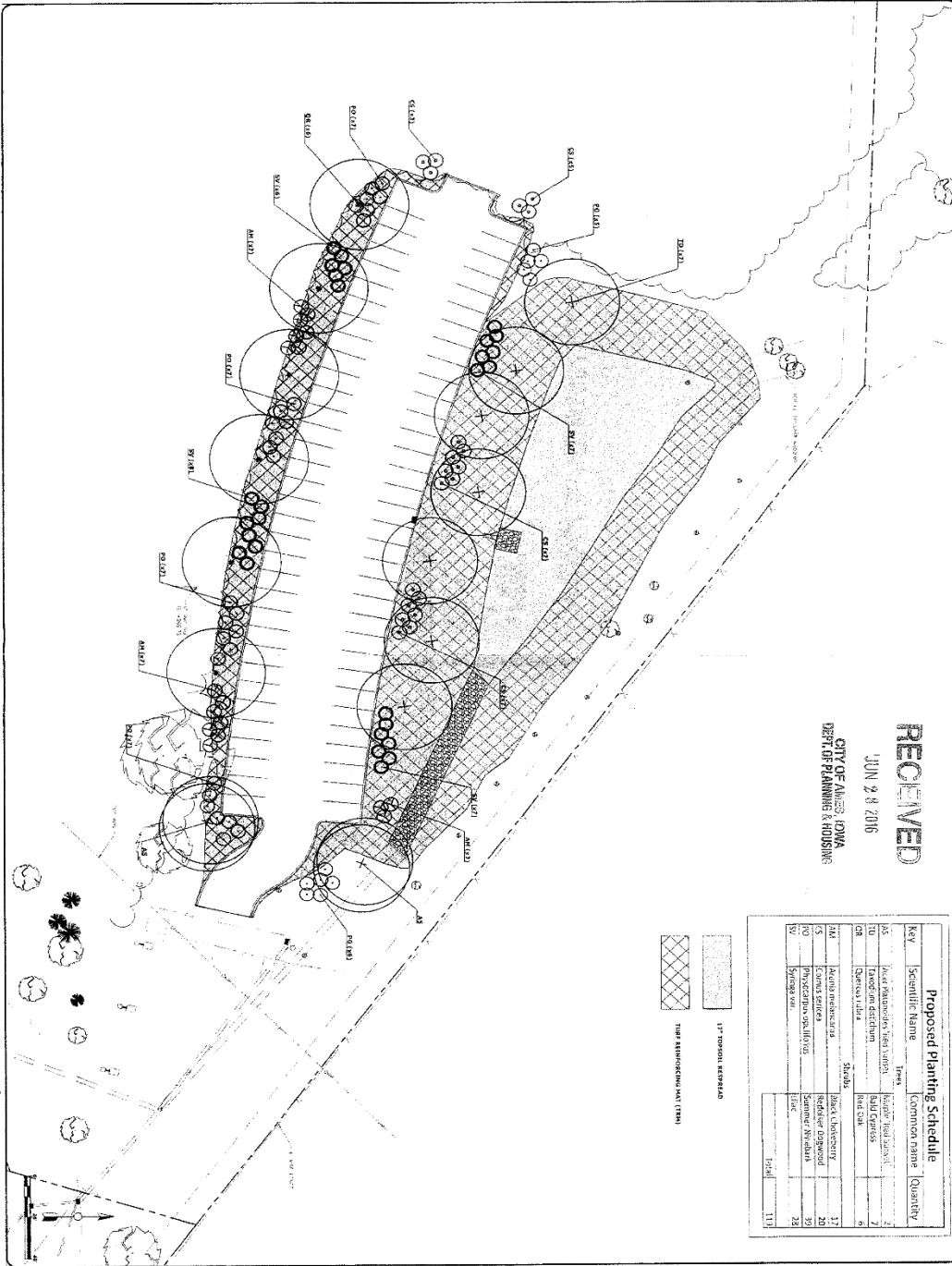
Therefore, it is the recommendation of the City Manager that the City Council approve Alternative #1, thereby approving the Major Site Development Plan amendment to the Green Hills Community Planned Residence District with the condition stated above.

Attachment A- 2014 Site Plan Excerpt



Attachment B-Currently Approved Landscape Plan

DATE	DESCRIPTION
05/11/16	ISSUED FOR PERMIT
05/11/16	ISSUED FOR PERMIT
05/11/16	ISSUED FOR PERMIT



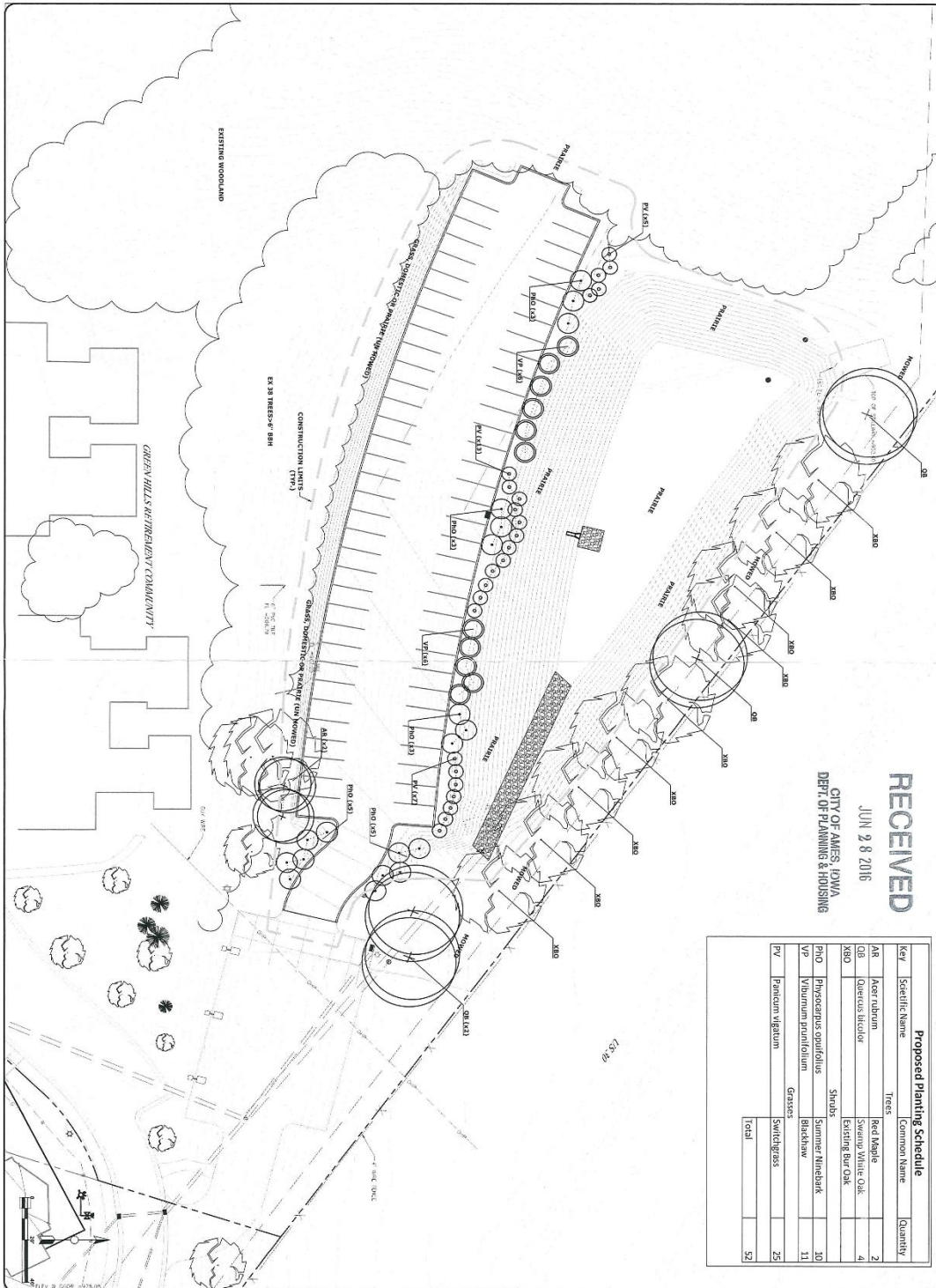
RECEIVED
 JUN 28 2016
 CITY OF AMES, IOWA
 DEPT. OF PLANNING & HOUSING

Key	Scientific Name	Common Name	Quantity
1	Quercus macrocarpa	White Oak	12
2	Quercus prinus	Red Oak	12
3	Quercus alba	White Oak	12
4	Quercus rubra	Red Oak	12
5	Quercus sp.	White Oak	12
6	Quercus sp.	Red Oak	12
7	Quercus sp.	White Oak	12
8	Quercus sp.	Red Oak	12
9	Quercus sp.	White Oak	12
10	Quercus sp.	Red Oak	12
11	Quercus sp.	White Oak	12
12	Quercus sp.	Red Oak	12
13	Quercus sp.	White Oak	12
14	Quercus sp.	Red Oak	12
15	Quercus sp.	White Oak	12
16	Quercus sp.	Red Oak	12
17	Quercus sp.	White Oak	12
18	Quercus sp.	Red Oak	12
19	Quercus sp.	White Oak	12
20	Quercus sp.	Red Oak	12
21	Quercus sp.	White Oak	12
22	Quercus sp.	Red Oak	12
23	Quercus sp.	White Oak	12
24	Quercus sp.	Red Oak	12
25	Quercus sp.	White Oak	12
26	Quercus sp.	Red Oak	12
27	Quercus sp.	White Oak	12
28	Quercus sp.	Red Oak	12
29	Quercus sp.	White Oak	12
30	Quercus sp.	Red Oak	12
31	Quercus sp.	White Oak	12
32	Quercus sp.	Red Oak	12
33	Quercus sp.	White Oak	12
34	Quercus sp.	Red Oak	12
35	Quercus sp.	White Oak	12
36	Quercus sp.	Red Oak	12
37	Quercus sp.	White Oak	12
38	Quercus sp.	Red Oak	12
39	Quercus sp.	White Oak	12
40	Quercus sp.	Red Oak	12
41	Quercus sp.	White Oak	12
42	Quercus sp.	Red Oak	12
43	Quercus sp.	White Oak	12
44	Quercus sp.	Red Oak	12
45	Quercus sp.	White Oak	12
46	Quercus sp.	Red Oak	12
47	Quercus sp.	White Oak	12
48	Quercus sp.	Red Oak	12
49	Quercus sp.	White Oak	12
50	Quercus sp.	Red Oak	12
51	Quercus sp.	White Oak	12
52	Quercus sp.	Red Oak	12
53	Quercus sp.	White Oak	12
54	Quercus sp.	Red Oak	12
55	Quercus sp.	White Oak	12
56	Quercus sp.	Red Oak	12
57	Quercus sp.	White Oak	12
58	Quercus sp.	Red Oak	12
59	Quercus sp.	White Oak	12
60	Quercus sp.	Red Oak	12
61	Quercus sp.	White Oak	12
62	Quercus sp.	Red Oak	12
63	Quercus sp.	White Oak	12
64	Quercus sp.	Red Oak	12
65	Quercus sp.	White Oak	12
66	Quercus sp.	Red Oak	12
67	Quercus sp.	White Oak	12
68	Quercus sp.	Red Oak	12
69	Quercus sp.	White Oak	12
70	Quercus sp.	Red Oak	12
71	Quercus sp.	White Oak	12
72	Quercus sp.	Red Oak	12
73	Quercus sp.	White Oak	12
74	Quercus sp.	Red Oak	12
75	Quercus sp.	White Oak	12
76	Quercus sp.	Red Oak	12
77	Quercus sp.	White Oak	12
78	Quercus sp.	Red Oak	12
79	Quercus sp.	White Oak	12
80	Quercus sp.	Red Oak	12
81	Quercus sp.	White Oak	12
82	Quercus sp.	Red Oak	12
83	Quercus sp.	White Oak	12
84	Quercus sp.	Red Oak	12
85	Quercus sp.	White Oak	12
86	Quercus sp.	Red Oak	12
87	Quercus sp.	White Oak	12
88	Quercus sp.	Red Oak	12
89	Quercus sp.	White Oak	12
90	Quercus sp.	Red Oak	12
91	Quercus sp.	White Oak	12
92	Quercus sp.	Red Oak	12
93	Quercus sp.	White Oak	12
94	Quercus sp.	Red Oak	12
95	Quercus sp.	White Oak	12
96	Quercus sp.	Red Oak	12
97	Quercus sp.	White Oak	12
98	Quercus sp.	Red Oak	12
99	Quercus sp.	White Oak	12
100	Quercus sp.	Red Oak	12

SEEDING AND LANDSCAPING PLAN 2514 PARKING LOT EXPANSION GREEN HILLS WASTEWATER TREATMENT PLANT 2315 HAMILTON DRIVE AMES, IOWA	FOX Engineering Associates, Inc. 414 South 17th Street, Suite 107 Ames, Iowa 50010 Phone: (515) 233-0900 FAX: (515) 233-0103	DATE	2/21/16	BY	MM
		DATE		BY	
CM 4.0 DATE: 05/11/16 DRAWN BY: [Name] CHECKED BY: [Name]					

Attachment C- Proposed Landscape Plan

PROJECT NO.	23515	DATE	05/27/15
PROJECT NAME	SEEDING AND LANDSCAPING PLAN	CLIENT	GREEN HILLS RETIREMENT COMMUNITY
DESIGNER	FOX ENGINEERING	SCALE	AS SHOWN
DATE	05/27/15	BY	ELT



RECEIVED
JUN 9 8 2016
CITY OF AMES, IOWA
DEPT. OF PLANNING & HOUSING

Key	Scientific Name	Common Name	Quantity
AR	Acer rubrum	Red Maple	2
QB	Quercus bicolor	Swain White Oak	4
		Existing Bur Oak	
PhO	Physocarpus opulifolius	Shrub	10
YP	Yucca filamentosa	Summer Hiredark	11
PV	Panicum virginum	25	
		Switchgrass	
		Total	52

SEEDING AND LANDSCAPING PLAN
23515 PARKING LOT EXPANSION
GREEN HILLS RETIREMENT COMMUNITY
2210 HAMILTON DRIVE
AMES, IOWA

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

DATE	REVISION	BY	DATE
05/27/15	SEEDING AND LANDSCAPING PLAN	ELT	06/16/16
		SWM	06/16/16
		CKD	
		LAST UPDATE:	06/27/15

Attachment D:

Planned Residential Development (PRD) Development Principles.

- 1. *Provide for innovative and imaginative approaches to residential development that would not occur as a result of the underlying zoning regulations.***
- 2. *Result in a more efficient, aesthetic, desirable and economic use of land and other resources while maintaining density of use, as provided for in the Land Use Policy Plan and the underlying zoning.***
- 3. *Promote innovative housing development that emphasizes efficient and affordable home ownership and occupancy.***
- 4. *Provide for flexibility in the design, height, and placement of buildings that are compatible with and integrate with existing, developed neighborhoods and the natural environment.***
- 5. *Promote aesthetic building architecture, significant availability of open space, well designed and landscaped off-street parking facilities that meet or exceed the underlying zone development standards, more recreation facilities than would result from conventional development, and pedestrian and vehicular linkages within and adjacent to the property.***
- 6. *Provide for the preservation of identified natural, geologic, historic and cultural resources, drainage ways, floodplains, water bodies, and other unique site features through the careful placement of buildings and site improvements.***
- 7. *Provide for a development design that can be more efficiently served by existing and proposed infrastructure, including: street, water, sewer, and storm water infrastructure, than would be otherwise required as a result of conventional development.***

Attachment E:

Planned Residential Development (PRD) Supplemental Development Standards.

Property that is zoned F-PRD shall be developed in accordance with the Zone Development Standards listed in Table 29.1203(5). Each of those standards is listed below:

- 1. *Area Requirement. A minimum of two (2) acres shall be required for all areas developed as F-PRD.***

- 2. *Density. Densities shall comply with the densities provided for in the Land Use Policy Plan and the underlying base zone regulations. In the case of more than one base zone designation, each area of the PRD project shall comply with the density limitation that is established for the base zone of that area. Density transfer from one area of a PRD project to another area of the same project with a lower base zone density is not permitted.***

- 3. *Height Limitations. Structures proposed to be developed in areas zoned PRD shall be compatible with the predominant height of the structures in adjacent neighborhoods.***

- 4. *Minimum Yard and Setback Requirements.***

- 5. *Parking Requirements.***

- 6. *Open Space Design Requirements.***

- 7. *Maintenance of Open Space and Site Amenities.***

TO: Mayor and City Council

FROM: Diane Voss

DATE: August 19, 2016

SUBJECT: Item No. 39: Ordinance Assigning Newly
Annexed Properties to Wards and Precincts

I met with Story County Auditor Lucy Martin on August 5, 2016, to determine the appropriate Wards and Precincts for two newly annexed areas: 3535 South 530th Avenue and the Crane Farm. At that time, it was determined that 3535 South 530th Avenue (Resolution No. 15-444) would be placed in Ward 3, Precinct 1; and the Crane Farm (Resolution No. 15-572) would be placed in Ward 3, Precinct 4.

At this time, Legal Department review is not yet complete. It is anticipated that the Ordinance will be ready to send to you on Monday, August 22.

In order to comply with deadlines for the upcoming election, Ms. Martin needs to have the assignment of these properties completed by the City on or before September 2. Therefore, a suspension of the rules for adopting an ordinance will be necessary if you wish to honor Ms. Martin's request. If you are willing to suspend the rules, all three readings and adoption of the Ordinance will have to be completed on August 23.

/drv



MEMO

Legal Department

To: The Honorable Ann H. Campbell, Mayor and Members of the City Council of The City of Ames, Iowa

From: Mark O. Lambert, Assistant City Attorney

Date: August 18, 2016

Subject: Ordinance to Attach Annexed Territory to Established Wards and Precincts

Section 49.8(2) of the Code of Iowa states that when territory is annexed, the City Council may attach all or any part of the annexed territory to an established precinct. This proposed ordinance makes those attachments for territory annexed since July 14, 2015.

It is requested that the Council waive the three passages rule to enact this ordinance before the September School Board election.

Attachments

C: Lucy Martin

ORDINANCE NO.

AN ORDINANCE PURSUANT TO SECTION 49.8(2) CODE OF IOWA FOR THE PURPOSE OF ATTACHING TERRITORY ANNEXED TO ESTABLISHED VOTING PRECINCTS THAT ARE CONTIGUOUS TO THE ANNEXED TERRITORY BY REPEALING SECTION 6.14 OF THE AMES MUNICIPAL CODE AND RE-ADOPTING THAT SECTION REVISED ACCORDINGLY; 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 6.14 thereof and re-adopting the same to state as follows:

“Sec. 6.14. ANNEXATIONS.”

Pursuant to Section 49.8(2) Code of Iowa, territory annexed to the City of Ames is attached to established precincts that are contiguous to the annexed territory as follows:

- (1) Territory annexed by Resolution #15-444, 7/14/15 (3535 South 530th Avenue) is attached to Ward 3, Precinct 1;
- (2) Territory annexed by Resolution #15-752, 12/22/15 (896 South 500th Street and 900 South 500th Street) is attached to Ward 3, Precinct 4;”

Section Two. 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

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

Prepared by: Judy K. Parks, City of Ames Legal Department, 515 Clark Ave., Ames, IA 50010; 515-239-5146
Return to: Ames City Clerk, Ames City Hall, 515 Clark Ave., P.O. Box 511, Ames, IA 50010

**ZONING AGREEMENT FOR ADOPTION OF
THE MASTER PLAN FOR
5871 ONTARIO STREET**

THIS AGREEMENT, made and entered into this _____ day of _____, 2016, by and between the City of Ames, Iowa (hereinafter called "City") and D&R Furman L.L.C. (hereinafter called "Developer"), its successors and assigns, both collectively being referred to as the "Parties,"

WITNESSETH THAT:

WHEREAS, the Parties hereto desire the improvement and development of an area which has been recently annexed into the City, addressed at 5871 Ontario Street (hereinafter referred to as the "Site"); and

WHEREAS, the Developer sought Voluntary Annexation of the Site in order to begin the process for its development, subsequent to which the Developer sought rezoning of the Site; and

WHEREAS, the Site is designated on the Land Use Policy Plan as Village/Suburban Residential and the Developer is seeking rezoning of the Site from A - Agriculture zoning to FS-RL - Suburban Low Density Residential consistent with the LUPP; and

WHEREAS, the Municipal Zoning ordinance requires that a Master Plan be submitted as part of a rezoning of property to a district having an 'FS' designation;

WHEREAS, the Developer has submitted a Master Plan in conformance with the requirements set forth in Ames Municipal Code section 29.1507(4); and

WHEREAS, Ames Municipal Code section 29.1507(5) requires approval of a zoning agreement when a Master Plan is required and that all development of the Site comply with the Master Plan.

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

I.

5871 ONTARIO STREET MASTER PLAN ADOPTED

The Master Plan set forth at Attachment A and incorporated by reference in this agreement shall be the Master Plan for 5871 Ontario Street.

II.

NON-INCLUSION OF OTHER OBLIGATIONS

The Parties acknowledge and agree that this Agreement is being executed to fulfill a specific requirement of section 29.1507(5) of the Ames Municipal Code. It is also understood that this Agreement supplements but does not replace or supersede any agreements made with the City or third parties as necessary to complete annexation.

The Parties understand that the Master Plan adopts a general conceptual plan for development, without review or approval of specific subdivision plats or site plans for development of the Site. The Parties therefore acknowledge that the Master Plan adoption does not anticipate or incorporate all the additional approvals or requirements that may be required to properly and completely develop the Site and does not relieve the developer of compliance with other provisions of the Ames Municipal Code, the Iowa Code, SUDAS, or other federal, state or local laws or regulations.

III.

MODIFICATION OF AGREEMENT

Any modifications or changes to the Master Plan shall be undertaken in accordance with the process provided for in Ames Municipal Code section 29.1507(5).

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed effective as of the date first above written.

(Signatures on following page)

D & R FURMAN, L.L.C.

By Mary R. Fitch
Mary R. Fitch, Manager

CITY OF AMES, IOWA

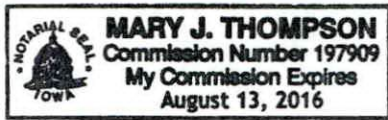
By Ann H. Campbell
Ann H. Campbell, Mayor

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

STATE OF IOWA, COUNTY OF STORY, ss:

This instrument was acknowledged before me on July 22, 2016, by Mary R. Fitch as Manager of D&R Furman, L.L.C.

Mary J. Thompson
Notary Public in and for the State of Iowa



STATE OF IOWA, COUNTY OF STORY, ss:

On this ___ day of August, 2016, before me, a Notary Public in and for the State of Iowa, personally appeared Ann H. Campbell and Diane R. Voss, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Ames, Iowa; that the seal affixed to the foregoing instrument is the corporate seal of the corporation; and that the instrument was signed and sealed on behalf of the corporation by authority of its City Council, as contained in Resolution No. 16- adopted by the City Council on the 9th day of August, 2016, and that Ann H. Campbell and Diane R. Voss acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

Notary Public in and for the State of Iowa