

AGENDA
REGULAR MEETING OF THE AMES CITY COUNCIL
COUNCIL CHAMBERS - CITY HALL - 515 CLARK AVENUE
SEPTEMBER 13, 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.

PROCLAMATIONS:

1. Proclamation for 40th Anniversary for CyRide, September 13, 2016
2. Proclamation for School Attendance Awareness Month, September 2016

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.

3. Motion approving payment of claims
4. Motion approving Minutes of Special Meetings of August 16, 2016, and August 31, 2016, and Regular Meeting of August 23, 2016
5. Motion approving certification of civil service applicants
6. Motion approving Report of Contract Change Orders for August 16-31, 2016
7. Motion to set the following City Council meeting dates:
 - a. January 17, 2017, at 5:15 p.m. for CIP Workshop
 - b. February 3, 2017, at 2:00 p.m. for Budget Overview
 - c. February 7, 8, and 9, 2017, at 5:15 p.m. for Budget Hearings
 - d. February 14, 2017, at 5:15 p.m. for Budget Wrap-Up
 - e. March 7, 2017, at 6:00 p.m. for Regular Meeting and Final Budget Hearing
8. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class C Liquor – Corner Pocket/DG’s Taphouse, 125 Main Street
 - b. Class B Liquor & Outdoor Service – Hilton Garden Inn Ames, 1325 Dickinson Avenue
 - c. Class C Liquor – Whiskey River, 132-134 Main Street
 - d. Class C Liquor, B Wine, & Outdoor Service - +39 Restaurant, Market, & Cantina, 2640 Stange Road
 - e. Class C Liquor & Outdoor Service – Wallaby’s Grille, 2733 Stange Road
 - f. Class C Liquor & Outdoor Service – Blue Owl Bar, 223 Welch Avenue
9. Motion approving revised Outdoor Service area - Wheatsfield Grocery, 413 Northwestern
10. Motion approving 5-day (September 17-21) Special Class C Liquor License for Dinners by Dawn at Reiman Gardens, 1407 University Boulevard
11. Motion approving 5-day (September 22-26) Class C Liquor License for Olde Main Brewing Company at Jack Trice Stadium, 1800 South 4th Street, Tent #22
12. Motion approving 5-day (October 4-8) Class C Liquor License for Olde Main Brewing Company at ISU Alumni Center, 420 Beach Avenue
13. Motion approving 5-day (October 15-19) Class C Liquor License for Olde Main Brewing Company at Reiman Gardens, 1407 University Boulevard
14. Requests from Octagon Center for the Arts for 46th Annual Octagon Art Festival, September 25:
 - a. Motion approving Blanket Temporary Obstruction Permit for Central Business District

- b. Motion approving Blanket Vending License
 - c. Resolution approving waiver of fee for Blanket Vending License
 - d. Resolution approving closure of portions of Main Street, Burnett Avenue, Kellogg Avenue, and Douglas Avenue from 6 a.m. to 6 p.m.
 - e. Resolution approving waiver of fee for usage of electricity
15. Requests for Campustown Action Association's Crafts & Draughts on Saturday, October 15:
 - a. Motion approving 5-day (October 15-19) Class B Beer Permit & Outdoor Service
 - b. Motion approving Blanket Temporary Obstruction Permit and Blanket Vending License
 - c. Resolution approving waiver of fee for Blanket Vending License
 - d. Resolution approving closure of Lot Y and Chamberlain Street, from Welch Avenue to fire station rear driveway, from 10 a.m. to 8 p.m.
 16. Requests from Main Street Cultural District for MusicWalk on September 29:
 - a. Motion approving Blanket Temporary Obstruction Permit and Blanket Vending License for MSCD from 3:00 p.m. to 9:00 p.m.
 - b. Resolution approving waiver of fees for electricity usage from 3:00 to 9:00 p.m., waiver of parking meter fees and enforcement in MSCD from 3:00 to 6:00 p.m., closure of 10 parking spaces along Main Street from 3:00 to 9:00 p.m., and waiver of fee for Blanket Vending License
 17. Requests from Homecoming Central Committee for ISU Homecoming activities, October 23-29:
 - a. Resolution approving closure of portions of Pearle Avenue, Fifth Street, Main Street, Clark Avenue, Burnett Avenue, and Douglas Avenue between 12:00 p.m. and 4:00 p.m. on Sunday, October 23
 - b. Resolution approving closure of on-street parking on portions of Pearle Avenue, Fifth Street, Main Street, Clark Avenue, Burnett Avenue, Douglas Avenue, City Hall Parking Lot M, and City Hall Parking Lot MM from 12:00 p.m. to 4:00 p.m. on Sunday, October 23
 - c. Motion approving a blanket temporary obstruction permit for MSCD from 12:00 p.m. to 4:00 p.m. on Sunday, October 23
 - d. Resolution approving waiver of fee for usage of electricity
 - e. Resolution approving closure of portions of Ash Avenue, Gable Lane, Gray Avenue, Pearson Avenue, and Sunset Drive between 7:30 p.m. and 10:30 p.m. on Friday, October 28
 - f. Resolution approving closure of on-street parking on portions of Ash Avenue, Gable Lane, Gray Avenue, Pearson Avenue, and Sunset Drive from 7:00 p.m. Thursday, October 27 to 10:30 p.m. on Friday, October 28
 - g. Motion approving temporary obstruction permit for area inside Ash Avenue, Gable Lane, Gray Avenue, Pearson Avenue, and Sunset Drive, as well as for Greek Triangle
 - h. Motion approving Fireworks Permit for ground effects fireworks shoot on Central Campus at Midnight on October 28
 18. Resolution authorizing issuance of General Obligation Corporate Purpose and Refunding Bonds, Series 2016A, in the amount of \$11,650,000
 19. Resolution authorizing and approving Loan and Disbursement Agreement and providing for issuance and securing payment of \$797,000 Taxable Sewer Revenue Bond, Series 2016 (Lift Station Improvements)
 20. Resolution approving request of Public Art Commission to carry-over funds from 2015/16 to FY 2016/17
 21. Resolution approving Detour Agreement with Boone County for "X" Avenue reconstruction
 22. Resolution approving Professional Services Master Agreement and Task Order #1 with HDR Engineers for structural engineering services at Water Pollution Control Facility
 23. Resolution approving Engineering Services Agreement with WHKS & Company of Ames, Iowa, for Sanitary System Evaluation - Planning and Design
 24. Resolution approving preliminary plans and specifications for Electric Distribution and Administration Buildings Roof Replacements; setting October 12, 2016, as bid due date and October 25, 2016, as date of public hearing

25. Resolution approving preliminary plans and specifications for 2015/16 Water System Improvements Program #2; setting October 5, 2016, as bid due date and October 11, 2016, as date of public hearing
26. Resolution awarding contract to Cintas Corporation of Grimes, Iowa, in the amount of \$68,684 for Flame Retardant Uniform Contract for Electric Services
27. Resolution awarding contract to Superior Industrial Equipment of Grimes, Iowa, for Unit 8 Feedwater Pump Inspection and Repair in the amount of \$92,559.96
28. Resolution approving Iowa DOT Reimbursement Agreements for construction expenses associated with N.E. Ankeny 161 kV Transmission Line Relocation
29. Resolution awarding contract to Hooper Corporation of Madison, Wisconsin, for Ames Plant to N.E. Ankeny 161 kV Transmission Line Relocation in the amount of \$995,032.43
30. Resolution approving Change Order with NOVA Bus of Plattsburgh, New York, in the amount of \$61,724 for Articulated Buses
31. Resolution approving Change Order No. 4 to Geo-Synthetics, LLC, of Waukesha, Wisconsin, for purchase of up to an additional 700 geotube bags for Power Plant Ash Pond in the amount of \$264,880
32. Resolution accepting final completion of 2014/15 Seal Coat Street Pavement Improvements (Douglas Avenue, 17th Street, Maxwell Avenue, Melrose Avenue, Durrell Circle)
33. 2013/14 Asphalt/Seal Coat Street Rehabilitation Program (Ashmore Drive, Ashmore Circle, Ashmore Court, South Franklin Avenue):
 - a. Resolution approving Change Order No. 1
 - b. Resolution accepting final completion
34. Resolution accepting final completion of 2014/15 Asphalt Street Pavement Improvements (Ferndale Avenue, Coy Street) and 2014/15 Water System Improvements (South Franklin Avenue, Coy Street)
35. Resolution accepting completion of Water Plant High Service Pump #3 Replacement Project
36. Water Treatment Plant 5-Year Well Rehabilitation Project with Northway Well and Pump Company of Waukee, Iowa:
 - a. Resolution accepting completion of Year 4 in the amount of \$101,476.40
 - b. Resolution awarding contract for Year 5 in the amount of \$75,923
37. Resolution approving Final Plat for Village Park Subdivision

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.

FIRE:

38. Follow-Up Report on complaint about property located at 4004 Phoenix Street:

PLANNING & HOUSING:

39. Resolution approving applications for CDBG Public Facilities Improvements Program for Non-Profit Organizations:
 - a. Resolution approving applications for funding from Youth & Shelter Services and Mainstream Living, contingent on approval from the State Historic Preservation Office
 - b. Resolution reallocating funds from Public Infrastructure Improvements Program for 321 State Avenue
40. Resolution approving revision to Preliminary Plat for The Irons Subdivision (Southeast corner of George Washington Carver and 190th Street)
41. Resolution approving Downtown Facade Grants

42. Staff Report on Trinitas Request to Initiate an Urban Fringe Land Use Framework Map Amendment
43. Motion approving request of Main Street Cultural District (MSCD) for staff to share draft Downtown National Register Nomination Forms with MSCD

PUBLIC WORKS:

44. Staff Report on request for underground geothermal wells within conservation easement in Quarry Estates, 1st Addition

ADMINISTRATION:

45. Resolution approving Agreement with ZLR Ignition regarding Millennium Marketing Campaign

HEARINGS:

46. Hearing on 2015/16 Airport Improvements Program (Airport Terminal Building):
 - a. Motion accepting report of bids and delaying award of contract
47. Hearing on vacating Water Main Easement at 1010 Dickinson Avenue:
 - a. Resolution approving vacating Water Main Easement
48. Hearing on Transfer of Right-of-Way at South Dayton Place and U. S. Highway 30 to Iowa Department of Transportation:
 - a. Resolution approving transfer
49. Hearing on Water Pollution Control Administration Building HVAC Project:
 - a. Resolution approving final plans and specifications and awarding contract to Wolin & Associates of West Des Moines, Iowa, in the amount of \$363,020
50. Hearing on Squaw Creek Water Main Protection Project:
 - a. Resolution approving final plans and specifications and awarding contract to Peterson Contractors, Inc., of Reinbeck, Iowa, in the amount of \$324,746.50
51. Hearing on Scaffolding and Related Services and Supplies for Power Plant:
 - a. Resolution approving final plans and specifications and awarding contract to All American Scaffold of Des Moines, Iowa, in an amount not to exceed \$145,000

ORDINANCES:

52. Third passage and adoption of ORDINANCE 4273 changing name of Grant Avenue to Hyde Avenue
53. Third passage and adoption of ORDINANCE NO. 4274 rezoning 720 South Duff Avenue from Agricultural (A) and Highway-Oriented Commercial (HOC) to Highway-Oriented Commercial (HOC)

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 SPECIAL MEETING OF THE AMES CITY COUNCIL

AMES, IOWA

AUGUST 16, 2016

The Ames City Council met in special session at 6:00 p.m. on the 16th day of August 2016, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law with Mayor Ann Campbell presiding and the following Council members present: Gloria Betcher, Tim Gartin, Peter Orazem, Chris Nelson, and Bronwyn Beatty-Hansen. Council Member Corrieri was brought in telephonically. *Ex officio* Member Sam Schulte was absent.

Also present were President and CEO Louie Laurent of ZLR Ignition, Senior VP Creative Bob Delsol of ZLR Ignition, and Senior Manager of Research Strategy Linda Kuster of Vernon Research Group.

Louie Laurent introduced the presentation on the Millennial Marketing Campaign Concept and gave a brief overview of the City Council Ignition Day, an in-depth conversation aimed at defining objectives and identifying challenges and opportunities as a team.

Linda Kuster discussed the types of qualitative research performed which consisted of individual in-depth interviews and two focus groups. Participants included community leaders in both private and public sectors and millennial residents of Ames, Des Moines and surrounding suburbs. It was said that some participants were chosen by the City and others were recruited by a screener. Additional requirements consisted of being a young couple or family choosing to live in Ames, some of which were ISU alumni.

Overall key findings depicted Ames as a very safe community with good schools and superior parks and trails, but with room for improvement in terms of retail options, housing prices and availability, and the availability of affordable childcare.

Council Member Orazem asked if similar results would be found if conducting the same research for Cedar Falls or Iowa City. Kuster stated that Iowa City showcases the University as part of their image and speculated that housing around Iowa City, especially North Liberty, is more available and affordable while still being in the school district.

Council Member Corrieri left the meeting at 6:42 p.m. The workshop recessed at 6:42 p.m. and reconvened at 6:47 p.m.

Council Member Betcher wanted to clarify how the words “progressive” and “conservative” were used when discussing the key findings from the focus groups. Kuster said it depended on the specific question, but was mostly referring to the speed of adopting change and moving forward.

Laurent suggested more photos of Ames residents, street fairs, dining and social activities be shown through social media to attract millennials. Collaborating with businesses would also increase the awareness of amenities.

Bob Delsol read a manifesto intended to emotionalize the campaign. The wording and tone came from the millennials who were asked why they like Ames. Delsol suggested creating billboards

and street banners to visually excite people coming into Ames, as well as web banners to show what Ames has to offer.

Council Member Gartin asked to what degree the City should include ISU in the campaign. Delsol recommended including the university if it plays a role in the story being told such as with entertainment and depicting a growing community, but it would not be necessary when showcasing amenities such as Main Street or the parks and trails. He stated that millennials do not want to relive college; they want to see the lifestyle afterwards.

City Manager Schainker asked how this campaign ties into the Smart Choice campaign. Gwiasda stated that this is under the umbrella of Smart Choice; it is just directed towards a specific market.

Council Member Orazem asked if the City would work with the school district in this campaign. Gwiasda stated that if Council is interested in this campaign, conversations would take place about the process of including them in the appropriate areas. Since this campaign is targeting a specific group, collaboration is needed to be successful.

Council Member Gartin asked how the success of the campaign would be measured. Laurent stated there would be changes in census and housing sales, and quantitative studies and surveys would provide additional information.

Mayor Campbell was concerned that the campaign will attract a certain type of millennial, one who can afford the current housing situation, yet change the demographic of Ames. It was restated that affordable housing would need to be developed to attract all types of millennials.

Council Member Betcher asked how Ames would overcome the towns that seem to be a bit more enticing with more affordable housing and amenities. Laurent stated that change will not be seen early in the campaign, but without a vision, the community will age. The campaign will advance the City in the long-term by building a desire to live in Ames. He believes that additional housing would be needed to have the campaign be successful. In response, Betcher stated it might be more successful to postpone the campaign until the housing issue is addressed and it is determined what has to be done in the short-term.

Moved by Gartin to direct staff to put together a plan to take the next steps in this campaign with considering the budget, seconded by Orazem. Vote on Motion: 4-1. Voting aye: Nelson, Beatty-Hansen, Orazem, Gartin. Voting nay: Betcher. Motion declared carried.

SECOND READING OF ORDINANCE TO ALLOW CLUBHOUSES IN THE FS-RM ZONING DISTRICT: Moved by Nelson, seconded by Beatty-Hansen, to pass on second reading an ordinance allowing clubhouses in the FS-RM Zoning District.

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

The workshop recessed at 8:00 p.m. and reconvened at 8:09 p.m.

Planning and Housing Director Kelly Diekmann and Assistant Planner Justin Moore introduced the workshop on Landscape Ordinance and mentioned that Confluence, a landscape architect consultant from Des Moines, was hired on the project. The point based scoring system consisting

of six separate categories was discussed. Developers would need to achieve a minimum scoring per mandatory category and an overall point total. Large sites would require 50 points and small sites would require 33 points. The categories were:

Soil Management Plan- Minimum score of 8 points for all size sites

Environmental Design- Minimum score of 8 points for large sites, 6 points for small sites

Front Yard Landscaping & Parking Lot Screening- Minimum of 10 points for large sites, 8 points for small sites

Planting Design- Minimum of 8 points for large sites, 4 points for small sites

Groundcover- Minimum of 10 points for large sites, 7 points for small sites

Site Amenities “Bonus Category”- No required minimum score, 8 additional bonus points

Council Member Beatty-Hansen asked how the minimums were established in each category. Diekmann stated that they mostly came from Confluence and what staff considered most important. They looked at different ways to reach the total amount and tried several weights in each category.

Council Member Gartin asked what happens if the vegetation dies that the site owner was originally awarded points on. Diekmann said there would be some sort of an enforcement process and the City could determine if they are compliant or not. The site owner would have to replant if necessary. Meeting soil requirements would prolong the life of vegetation.

Council Member Betcher asked how the number of grasses, shrubs, and trees were determined in the requirements. Diekmann stated that they came from the Confluence consultants. In some ways, site owners would get credit for already existing trees. Points are awarded for large trees and retaining vegetation. It was said that awarding points could overlap within categories, specifically within tree requirements.

Key findings showed that adding diversity is not difficult, but the process is easier with initial integration. Currently, most commercial and industrial sites are not compliant with the new plan and they will have to be dealt with on a case by case basis. Also, Campustown and Downtown would need special consideration.

PUBLIC FORUM: Justin Dodge, Hunziker, stated that when testing the process and working with a landscape architect to make a site aesthetically pleasing at first, they did not meet those requirements. In order to achieve the required points, a developer would have to know the point system prior to meeting with landscape architects. He believes that having to meet the minimum points required for each category is difficult. Also, with significantly more expenses put towards improvements, they still did not meet all requirements.

Josh Shields, Bolton & Menk, said when researching specific sites to see if requirements were met, most sites failed. He believes developers would have to be aware of the point system initially in order to meet requirements, and even so, it would be difficult for specific large sites.

Scott Renaud, Fox Engineering, stated that he was not in favor of the point system. After looking at each category, he was able to sense what would be easily achievable and what would not.

He also mentioned that site owners would not get credit for street trees.

COMMENTS:

Council Member Orazem asked about the importance of the minimum point requirements. Diekmann stated that staff is working on the perfect point system and what would be achievable. He questioned if minimum points or total points are more important and stated that achieving the total points would ensure a thoughtful design.

Moved by Gartin to direct staff to continue to further develop the point system, seconded by Orazem. 5-0. Motion declared carried unanimously.

Council Member Nelson said that dealing with existing sites will be a big deal and cost will definitely play a major role. The requirements for larger sites and apartments will be much more costly than that of a smaller site such as a restaurant.

Council Member Betcher expressed her concerned of sending a consistent message of what is valued, an example being whether or not storm water design is more valuable than hardscape design. Betcher also wondered if site owners could have the possibility of paying the City in lieu of meeting certain requirements. She suggested the funds could be used to assist with other City landscaping.

ADJOURNMENT: Moved by Gartin to adjourn the meeting at 10:22 p.m.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor

Heidi Petersen, Recording Secretary

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

AMES, IOWA

AUGUST 31, 2016

The Ames City Council met in Special Session at 12:08 p.m. on the 31st day of August, 2016, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law with Mayor Ann H. Campbell presiding. As it was impractical for the Council members to attend in person, the following were brought in telephonically: Bronwyn Beatty-Hansen, Amber Corrieri, Tim Gartin, and Peter Orazem. Council Members Gloria Betcher, Chris Nelson, and *Ex officio* Member Sam Schulte were absent.

5-DAY CLASS B BEER PERMIT FOR OLDE MAIN BREWING COMPANY AT KNAPP TEDESCO INSURANCE, 627 MAIN STREET: Moved by Beatty-Hansen, seconded by Corrieri, to approve a 5-Day (September 13 - September 17, 2016) Class B Beer Permit for Olde Main Brewing Company at Knapp Tedesco Insurance, 627 Main Street, with the condition that Olde Main Brewing Company submit to and get approval by the Ames Police Department a plan for controlling access to the area where alcohol will be served.

Vote on Motion: 4-0. Motion declared carried unanimously.

ADJOURNMENT: Moved by Beatty-Hansen adjourn the meeting at 12:10 p.m.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor

MINUTES OF THE REGULAR MEETING OF THE AMES CITY COUNCIL

AMES, IOWA

AUGUST 23, 2016

The Regular Meeting of the Ames City Council was called to order by Mayor Ann Campbell at 6:00 p.m. on the 23rd day of August, 2016, in the City Council Chambers in City Hall, 515 Clark Avenue. Council Members Bronwyn Beatty-Hansen, Gloria Betcher, Tim Gartin, Chris Nelson, and Peter Orazem were present. Council Member Amber Corrieri was brought in telephonically. *Ex officio* Member Sam Schulte was also in attendance.

Mayor Campbell announced that the City Council would be working from an Amended Agenda. Added under the Consent Agenda was an item pertaining to the re-allocation of approved funds for outside counsel for the Legal Department. The wording had also changed for Item 37a to reference approval of a Zoning Agreement for Adoption of a Revised Master Plan for Outlot A for South Fork Subdivision, 8th Addition. Added under Item 44 pertaining to 5871 Ontario Street was a Resolution approving a Zoning Agreement for Adoption of a Master Plan.

CONSENT AGENDA: The Mayor advised that she had received requests to pull Items No. 6 (Ames High Homecoming requests); 7 (Fireworks Permit for ISU Home Football Games); 9 (2016/17 Airport Improvements Program); and 11 (Professional Services Agreement with Bolton & Menk) for separate discussion.

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

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. RESOLUTION NO. 16-506 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)
7. RESOLUTION NO. 16-478 approving Federal Aviation Administration Grant for 2015/16 Airport Improvements Program (Terminal Building Site - Phase 2 Utilities)
8. RESOLUTION NO. 16-480 approving Iowa DOT/City Funding Agreement for 2016/17 CyRide Route Pavement Improvements (S. 3rd & 4th)
9. Power Plant Conversion Project:
 - a. RESOLUTION NO. 16-482 approving Change Order No. 3 to Sargent & Lundy in an amount not to exceed \$154,000 for Engineering Services

- b. RESOLUTION NO. 16-483 authorizing use of \$637,011 of unspent funds from Cooling Tower Replacement Project
 - 10. RESOLUTION NO. 16-484 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
 - 11. RESOLUTION NO. 16-485 setting September 13, 2016, as the date of public hearing for vacating Water Main Easement at 1010 Dickinson Avenue
 - 12. RESOLUTION NO. 16-486 waiving motorized vehicle prohibition to allow mobility-impaired individuals to tour Ada Hayden Heritage Park on September 14, 2016
 - 13. RESOLUTION NO. 16-487 approving plans and specifications for the WPC Trickling Filter Pump Station Pipe Re-coating Project; setting September 20, 2016, as bid due date and September 27, 2016, as date of public hearing
 - 14. RESOLUTION NO. 16-488 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
 - 15. RESOLUTION NO. 16-489 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
 - 16. RESOLUTION NO. 16-490 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
 - 17. RESOLUTION NO. 16-491 approving contract and bond for CyRide - Interceptor Pit Upgrades 2016
 - 18. RESOLUTION NO. 16-492 accepting completion of GT1 Combustion Turbine - Generator Preaction Sprinkler System, Carbon Dioxide System, and Fire Alarm Upgrade
 - 19. RESOLUTION NO. 16-493 approving completion of Inis Grove Sand Volleyball Court Lighting Project
 - 20. RESOLUTION NO. 16-494 approving partial completion of public improvements and reducing security requirement for Sunset Ridge Subdivision, 6th Addition
- Roll Call Vote: 6-0. Resolutions/Motions declared adopted/approved unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

AMES HIGH HOMECOMING COMMITTEE REQUESTS FOR HOMECOMING PARADE ON SEPTEMBER 12, 2016: Council Member Betcher said that she had requested to pull this item to point out that this was yet another request for a fireworks display. This one, however, will occur earlier in the evening. She also wanted Ames High representatives to be given an opportunity to talk about the planned Ames High Homecoming festivities.

Taylor Junck, 916 Vermont Circle, Ames; Allyson Goodman, 2327 North Dakota Avenue, Ames; and Elizabeth Jackson, 825 Pennsylvania Avenue, Ames; were present on behalf of the Ames High Homecoming Committee.

Ms. Junck advised that the Parade is planned to occur on September 12. The Parade route will be the same as in past years; it will begin at 6:30 p.m. and last approximately 45 to 60 minutes. Ms.

Goodman stated that the fireworks would be displayed at approximately 8:15 p.m. on September 16, 2016, which is the date of the Homecoming football game.

Moved by Betcher, seconded by Nelson, to adopt/approve the following:

- a. RESOLUTION NO. 16-475 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 NO. 16-476 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 NO. 16-477 approving waiver of fee for Fireworks Permit
- d. Motion approving fireworks permit for display (approximately 8:15 p.m.) on September 16, 2016

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

FIREWORKS PERMITS FOR DISPLAY FROM JACK TRICE STADIUM FOR ISU HOME FOOTBALL GAMES: Council Member Betcher asked for more specific information about the pyrotechnics that will be used for the fireworks displays. Mary Penk, 4629 Prairie Ridge Circle, Ames, replied that they plan to use flames for all home ISU football games to be shot off as the team enters the Stadium. A test was performed; at that time, the Fire Marshal was present as was a representative of the Office of Environmental Health and Safety. In addition, on November 3, for the Oklahoma game, fireworks will be displayed off the video board as the team enters the Stadium. Ms. Betcher asked what the significance was for the display to be requested for that game. Ms. Penk advised that it is a night game that will be broadcast on national television.

Council Member Betcher expressed her concerns about the number of times the South Campus Neighborhood has to listen to fireworks. She also said that there are a number of Veterans, who will be returning to Iowa State University, and pyrotechnics can be problematic for those who suffer from Post Traumatic Stress Disorder. Ms. Betcher believes that that should be in the back of the Council members' minds when these requests are on an agenda. She noted that these particular displays are scheduled to occur during the day or early evening hours.

Moved by Betcher, seconded by Beatty-Hansen, to approve the following requests 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

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

2016/17 AGREEMENT WITH AMES ECONOMIC DEVELOPMENT COMMISSION (AEDC): Noting that the amount of the annual Agreement totals \$150,000, Ms. Beatty-Hansen asked her colleagues if they felt the City was getting what it wanted from the services of the AEDC. She also asked to have a representative of the AEDC talk about its efforts to help small businesses.

Drew Kamp, representing the Ames Chamber of Commerce, 304 Main Street, Ames, reported that one of the tasks that John Hall, Business Development Coordinator and Marketing Director, does is to work directly with businesses, especially the small business and start-up communities. According to Mr. Kamp, Mr. Hall works directly with the Directors of the Main Street Cultural District and Campustown Action Association and the Small Business and Entrepreneurialship Group and Start-Up Communities. He noted that the AEDC has resources available to assist small businesses.

Ms. Beatty-Hansen asked how the AEDC measures success. Mr. Kamp replied that it has a number of tools that track the number of jobs created, increases in the sales tax base, and increases in the property tax base.

Moved by Beatty-Hansen, seconded by Betcher, to adopt RESOLUTION NO. 16-479 approving the 2016/17 Agreement with Ames Economic Development Commission.

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

TEAGARDEN AREA DRAINAGE IMPROVEMENTS PROJECTS: Council Member Betcher asked staff to give an update as to what is happening in the Teagarden Area for the benefit of the citizens and the City Council. Municipal Engineer Tracy Warner stated that after the 2010 Flood, residents were concerned about drainage and minor flooding in the Area. Since that time, various improvements have been programmed into the City's Capital Improvements Plan. According to Ms. Warner, the Professional Services Agreement with Bolton & Menk will allow for at public outreach and informational meetings with the residents to be conducted and for the design of the project. Ms. Warner advised that the drainage area is broken down into three watersheds: North Branch, Middle Branch, and South Branch. The North Branch crosses South Duff Avenue just south of Crystal Street. The Middle Branch crosses South Duff Avenue north of Garden Road. The South Branch crosses South Duff Avenue north of Ken Maril Road. All three Branches eventually meet where a concrete channel conveys the storm water southeast to a drainage ditch. The water is then conveyed to the South Skunk River. The specific project will focus on improvements to the Middle Branch and South Branch on the east side of Highway 69.

City Manager Schainker clarified that the action being requested at this meeting is approving the Professional Services Agreement only; it is not to approve any particular project.

Moved by Betcher, seconded by Orazem, to adopt RESOLUTION NO. 16-481 approving a Professional Services Agreement with Bolton & Menk of Ames, Iowa, for the Teagarden Area Drainage Improvements project in an amount not to exceed \$69,500.

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

PUBLIC FORUM: Mayor Campbell opened Public Forum and closed same after no one requested to speak.

EAST INDUSTRIAL ANNEXATION: City Planner Charlie Kuester stated that the City had received Annexation Petitions from ten property owners; those properties comprise approximately 1,083 acres. Under *Iowa Code*, up to 20% of the area may be brought in under the 80/20/Rule to annex non-consenting properties. Eight additional properties need to be included in order to avoid creating islands and to create more uniform boundaries. The proposed annexation with uniform boundaries would total 1,349.63 acres. The consenting owners comprise 80.23% of the entire annexation area. Mr. Kuester commented that the Council will need to make a decision to determine what boundaries it wishes to comprise the annexation or whether to bring in only the consenting owners. According to Mr. Kuester, the City Manager has recommended that the Council direct that all 1,349.63 acres be annexed.

Joe Rippetoe, 419 Pearson Avenue, Ames, stated his opinion that the Eastern Annexation is the most ill-conceived City project since the Wolford Mall. Referencing an increase in utility rates, he believes that Ames taxpayers have been misled as to the how the costs will be paid. It was pointed out by Mr. Rippetoe that the City and County's Planning Boards had recommended denial of changes to the Land Use Policy Plan. He stated that there will be opportunities lost by pursuing the East Industrial Annexation, specifically in that this project will be so time-consuming for staff that residents will be told other significant projects, such as an indoor pool, will have to be put on hold because staff just can't get to them. Mr. Rippetoe commented that, lacking any specific project, water and sewer rates were raised and millions were included in the Capital Improvements Plan. He also said that the City's flyer, "City Side," provided very little information about the water and sewer rate increases and failed to cite that Eastern Annexation was the project was the reason for the increases; the information bore no resemblance to this project. Mr. Rippetoe believes that there has been no widespread community conversation about what the citizens actually want on the land. He also asked if the City had even thought about being able to provide bus service to the area. Mr. Rippetoe noted that the largest property owner consenting to the annexation is from Texas. He alleged that the City is once again catering to out-of-town business interests.

John Hall, representing the AEDC and Ames Chamber of Commerce, thanked the Council for its support of creating more industrial land for projects that currently, the City cannot even be considered for due to the lack of available land. He noted that conversations regarding the East Industrial area have been occurring over the past eight years.

Merlin Pfannkuch, 1424 Kellogg Avenue, Ames, stated that he would be speaking on the process followed by staff on this project and how major decisions are made in Ames. In his opinion, this project was included late in the process for the Capital Improvements Plan. He referenced the payment of \$254,000 for a contract to conduct a design study, and then, on this Agenda is approval

of an agreement for General Obligation Bonds in the amount of \$3.3 million to install the infrastructure. Mr. Pfannkuch called the process followed “an embarrassment.” He stated that he was fundamentally opposed to this project due in part that he does not believe taxpayer subsidies to businesses are leading to a better quality of life. Mr. Pfannkuch contended that the City had worked behind the scenes with the AEDC on this; there was no analysis done on this project. It was also the opinion of Mr. Pfannkuch that the AEDC does not have a particularly good track record, and it is gambling with \$90/resident and just “rolling the dice” hoping that this leads to significant industrial growth. He questioned why the City did not schedule a workshop on this issue so that the public could learn about it and comment on it. Mr. Pfannkuch did not believe neither he nor the public was afforded an opportunity to receive information about this project and/or comment. He wants to see evidence that industrial development will occur in this area.

Lauris Olson, Buchanan Drive, Ames, asked about a piece of property that seemed to create an uneven boundary on the annexation map, i.e., the Brekke Parcel. City Manager Schainker said that originated after he had asked what lands could be supported after the City’s negotiations with Central Iowa Water for service territory. The map was developed to show the natural gravity line.

Dave Benson, 1416 Buckeye Avenue, Ames, advised that he was the current Chairman of the AEDC. He commented that the AEDC 5-Year Plan was approved in 2012, and one of its goals under Objective 1 was to identify the best place for the development of a new business and industrial park. Mr. Benson pointed out that the area in question is bounded by the Interstate, railroad, four-lane highway, and a natural gas line. According to Mr. Benson, the City of Nevada and DuPont/Lincoln Way Energy pretty much sealed the fate of this area. He said it is the view of the AEDC as well as his own personal view that the best alternative is for the City of Ames to be able to control the development of this area. By doing so, there will be orderly development of the area and not an unplanned hodge podge of developments. He stated, with regard to other priorities of the City referred to by Mr. Rippetoe, it is this kind of industrial development that will provide the revenue for projects such as an indoor pool, improvements to the Lincoln Way Corridor, and extension of bike trails. If the City does not take advantage of this opportunity, it is those kinds of things that will suffer. Mr. Benson urged the City Council to take advantage of the opportunity to annex the lands for the East Industrial Park and allow for planned development.

Council Member Orazem stated that Ames is not currently considered for large industrial developments; it simply does not have land of the size needed. He noted that cities around Ames have land available. Mr. Orazem also pointed out that the City’s LUPP had included the annexation of this area since 1997.

Council Member Gartin asked City Manager Schainker to again provide a brief overview of the process that the City had gone through regarding industrial lands. Mr. Schainker provided a chronological history, noting that this topic had been discussed during public City Council meetings many times.

Mr. Gartin asked Mr. Schainker to also comment on the rural water buy-out, which was relevant to this item. Mr. Schainker explained that the City had entered into an Agreement with Central Iowa Water Association (CIWA) to establish rates for the buyout of CIWA territory and incorporation into the Ames service area. He noted the incremental cost increases contained in the buyout Agreement.

Council Member Gartin then asked Public Information Officer Susan Gwiasda to comment on the flyer that had been included with the utility bills that was being referenced by Mr. Rippetoe. Ms. Gwiasda stated that the flyer is intended to explain any change in utility rates; it does not give a detailed description of any particular project.

Moved by Nelson, seconded by Gartin, to initiate the annexation of 1,349.63 acres of land, including 266.85 acres of non-consenting property; directing staff to forward the Annexation Petitions to the Planning and Zoning Commission; and, designating Planning and Housing Department staff as the representative to the consultation with Township Trustees and County Supervisors.

Council Member Beatty-Hansen commented that she was really torn on this project. She noted that she had voted against the LUPP change. Ms. Beatty-Hansen also thinks that this project is a gamble, and she feels that the City has not planned well enough in case there are no industries wanting to develop the land.

Council Member Gartin offered his belief that it is not a question of whether the land is going to be developed; it is very likely that it will be. Because of the land's proximity to Ames, it is extremely essential that Ames be able to control the development of it. He noted that the tax base of Ames is still very dependent on federal and state dollars, and it is vital that Ames receive private sector dollars. In the opinion of Mr. Gartin, Ames has many opportunities for people with post-secondary degrees; however, it needs to be able to provide job opportunities for those who do not have that level of education.

Vote on Motion: 5-1. Voting aye: Betcher, Corrieri, Gartin, Nelson, Orazem. Voting nay: Beatty-Hansen. Motion declared carried.

SUPERVISED TRANSITIONAL HOMES: Director Diekmann stated that the City Council had received a request to consider initiating a Zoning Text Amendment to create a "transitional housing" use option for residential zoning districts. The requesting 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. Staff anticipates that such facilities would exceed the maximum occupancies of the household living category with a "family," as defined by the Zoning Ordinance, and group living 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. Current definitions of those two uses were provided by Director Diekmann. Mr. Diekmann noted that the City Council had determined that the current ordinances of the City may

not effectively address the needs of the human services agencies, and it had 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.

According to Director Diekmann, 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 or counseling centers, which do not appear to fit the needs of the type of housing being requested. Mr. Diekmann said that, 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 Council was told by Mr. Diekmann that, based on the Social Service Providers' interest in using one- and two-family home structures, rather than apartments, staff has analyzed potential sites. Within the RH and S-SMD Zoning Districts, there are approximately 160 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 within 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 that does not significantly expand the opportunities.

Council Member Betcher asked if there was any possibility of tying in the number of people to the number of bedrooms. Mr. Diekmann replied that some Social Service Providers could have a family unit of two or three people in one bedroom.

Ms. Betcher noted the number of apartments that are being built in an attempt to keep up with the growing ISU student population. She said it is her belief that the current rate of growth will not continue, and perhaps those apartments could offer an opportunity for transitional living units.

Mr. Diekmann noted that, similar to 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. Staff is recommendation that 500 feet be set as the separation required between such supervised transitional homes.

Director Diekmann also noted that staff was not recommending any parking ratios. Additional parking spaces for single-family homes would not fit in with neighborhoods. In addition, there are front-yard parking prohibitions. Staff believes that utilizing existing parking on site with the 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.

Regarding licensing and inspections, to ensure some element of minimum life safety, without the need for continued inspection as is done under the Rental Housing Code, Director Diekmann said that City staff is suggesting 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 system addressing equipment to detect a fire, actuate an alarm, or suppress or control a fire in accordance with the International Fire Code. Those types of requirements would exceed what a single-family homeowner must do for purchase and use of a property and would make it similar to how a rental property is currently evaluated. Council Member Gartin shared that he would like to require inspection of the transitional homes, specifically, the same base level of inspection as rental homes in the City.

Council Member Corrieri said she wants to ensure that agencies providing transitional housing are accredited to provide this type of service. Council Member Orazem agreed, asking how the City would know that there is actual supervision of the transitional home. Mr. Diekmann pointed out that, if federal or state dollars are received, there would have to be oversight.

Council Member Betcher said there might be issues with rental property owners who are restricted as to the number of people that may occupy a house based on the number of bedrooms. Parking, occupancy, and health and safety issues are of concern to her.

Director Diekmann told the Council that staff believes the issues of registering a small transitional home and verifying compliance can be done administratively if objective standards are in place. If the Council is not comfortable with that, the proposed use could be reviewed by the Zoning Board of Adjustment 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.

Matthew Youngs, 112 East 2nd Street, Ames, said he was speaking on behalf of Roger Wheeler, who was not able to be present at this meeting. Mr. Youngs expressed concern over any licensing requirement. He understands the need to know if the property is being used as permitted or intended, but it might be more difficult for the groups who want to provide this type of housing to get licensed.

Moved by Gartin, seconded by Beatty-Hansen, to approve Alternative No. 1 and direct staff to prepare a Zoning Text Amendment to allow staff to approve Supervised Transitional Homes meeting the following requirements:

- a. Use meets the definition of “Supervised Transitional Home,” as defined by staff
- b. Occupancy limited to a maximum of eight occupants per dwelling unit
- c. Separation Distance of 500 feet to any other Supervised Transitional Home
- d. No additional parking above the Code-required parking established based on the dwelling type
- e. 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)
- f. Allow within all residential zoning districts, only within a single-family structure (attached or detached)

and direct staff to work with the Fire Department on giving alternatives for providing inspections for minimum life safety requirements.

Moved by Betcher, seconded by Corrieri, to amend the motion to link the maximum number of occupants to the number of bedrooms, allowing no more than two occupants per bedroom with a maximum of eight.

Vote on Amendment: 5-1. Voting aye: Beatty-Hansen, Betcher, Corrieri, Nelson, Orazem. Voting nay: Gartin. Motion declared carried.

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

PRELIMINARY PLAT FOR ASPEN BUSINESS PARK, 3RD ADDITION: *Ex officio* Member Schulte shared that he had heard from some students concerns about safety pertaining to the Grand and South 16th Street intersection. He asked specifically if a signal would be installed. Director Diekmann and Municipal Engineer Warner stated that signalization would be a part of the intersection improvements.

Moved by Gartin, seconded by Nelson, to adopt RESOLUTION NO. 16-495 approving the Preliminary Plat for Aspen Business Park, 3rd Addition, with the following condition: At the time of Final Plat approval, a deed restriction 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).

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

The meeting recessed at 8:06 p.m. and reconvened at 8:12 p.m.

4004 PHOENIX STREET: Fire Chief Shawn Bayouth introduced Community Codes Liaison Sara VanMeeteren. Ms. VanMeeteren gave a chronological history of complaints against the subject property. She stated that she had received an email this date from the bank that within 24 to 48 hours, the sale should be finalized. Ms. VanMeeteren emphasized that that doesn't mean the property will be improved, but the City would be working with the new owner to do so.

Council Member Orazem noted that the City currently has no easy way of resolving these types of issues where the property owner seems to have abandoned the property; taxes are apparently still being paid on it. Ms. VanMeeteren advised that it was the condition of the house that brought this property to the attention of City staff.

Ms. Betcher asked if a Minimum Property Maintenance Code would assist City staff in being able to take action. Ms. VanMeeteren said it would not because this is more than just requiring a house to be painted or landscaping to be maintained.

Karen Kerper, 4008 Phoenix, Ames, told the Council that she lives next door to the property in question. She stated that she has lived in her house for 16 years, and the person who owns the house a 4004 Phoenix has not lived in it for at least ten years. Ms. Kerper noted that staff notes on this case indicated that it was closed due to inactivity. She asked for an explanation. Ms. VanMeeteren noted that there had been many complaints. Some of those were for vegetation; those were taken care of, and the case was closed. When each complaint was resolved, the case was closed. Complaints have been coming in recently on the actual condition of the house. Ms. Kerper noted that she would be pleased if the sale of the property would occur within the next 24 to 48 hours.

Council Member Gartin said he wants City staff to have authority to move forward if the sale does not move forward. He would like to pursue the declaration of a dangerous building under Section 5.400 of the *Ames Municipal Code*. Chief Bayouth said that staff is concerned that if the City moves forward under Section 5.400, it could stop the sale.

City Manager Schainker noted that it is not just the sale of the property. City staff would need to have a conversation with the new owner to see what his or her intention is for the property and their time frame.

Council Member Gartin encouraged Ms. VanMeeteren to contact the realtor Steve Bock to determine when the closing will actually occur.

Moved by Beatty-Hansen to direct staff to pursue Option 3 with a six-month window to allow the sale to occur and give the new owner time to improve the property.

Motion died for lack of a second.

Moved by Betcher, seconded by Beatty-Hansen, to choose to do nothing and wait for the completion of the bank's short sale and come back to the Council with an update at its September 13, 2016, meeting.

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

FIXED-BASE OPERATOR (FBO) SELECTION FOR AMES MUNICIPAL AIRPORT:

Traffic Engineer Damion Pregitzer noted that on June 11, 2013, the City Council approved an extension of the current Fixed Base Operator contract until such time that the new Terminal Building is constructed or upon 30 days written notice of a newly established termination date. It was decided that, given the current vision for the future of the Ames Airport as a gateway to the community, it would be in the best interest of the City to create a new FBO contract to coincide with the award of contract to construct the new Terminal Building.

Mr. Pregitzer described the selection process for the new FBO. A FBO Selection Advisory Committee was created using a subset of the Terminal Building Design Focus Group. Proposals were due on June 3, 2016. Three FBOs 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. All three FBOs were brought on-site to participate in an interview process. The projected financial benefit to the City offered by each firm over a five-year contract was reviewed by Mr. Pregitzer for the Council.

According to Mr. Pregitzer, after applying the selection scoring matrix, the Advisory Committee generated a composite score for each FBO. The score was based on the information presented during the firms' respective proposals and garnered during their on-site interviews. Classic Aviation of Pella, Iowa, was found to be the highest-scored FBO based on the strength of its proposal and its plans for leveraging the opportunity to grow the Ames Airport and become part of the community. Classic Aviation has shown that it is a successful FBO that can manage the difficult market of General Aviation and does so with a commitment to customer service, innovation, and growth.

A major contributing factor for recommending Classic Aviation, according to Mr. Pregitzer, was its proposal to establish a Part 141 Flight School. Part 141 schools have more FAA oversight, more rigid schedules, and more paperwork. In exchange for those added requirements, they are allowed to reduce the minimum required hours of private pilot training to 35 hours, rather than the typical 40-hour requirement. 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 who are looking to get their pilot's license.

According to Mr. Pregitzer, Classic Aviation is a certified Cirrus Service Center, which is the highest grade service possible for all types of Cirrus airports. Classic Aviation will also establish a certified service center at the Ames Airport and have sales available for Cirrus aircraft. It has committed to having a minimum of two certified flight instructors. The relationship will strengthen the growth of people looking to enter aviation by buying planes or learning to fly.

City Manager Steve Schainker recalled that, rather than provide up-front 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. It is anticipated that because of the new facilities being constructed at the Airport, the City could expect to receive \$100,000 or \$120,000 annually from a new FBO Agreement. The amount of revenue estimated from each of the three proposals is significantly less than the anticipated amount, which places the University at a greater risk to owe the City funds each year to pay the debt service on the new Terminal.

Mr. Schainker advised that, with the Council's approval, staff will begin negotiating with Classic Aviation on a contract. If that doesn't go well, staff would move to the second-best proposal, which

was submitted by North Iowa Air Service out of Mason City, Iowa.

Moved by Orazem, seconded by Gartin, to adopt RESOLUTION NO. 16-496 approving Classic Aviation of Pella, Iowa, as the City's preferred FBO and directing staff to begin negotiations for a new management contract for the Ames Municipal Airport; if acceptable terms of a new contract cannot be negotiated with Classic Aviation, direct staff to select North Iowa Air Service of Mason City, Iowa, as the new preferred FBO and begin contract negotiations with them.

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

SOUTH SKUNK RIVER WATERSHED IMPROVEMENTS (CITY HALL PARKING LOT):

Civil Engineer II Eric Cowles reported on the re-bidding of the project previously bid in June when bids were rejected and the project was sent back for re-design. At that time, the new bids were again over-budget and staff needed time to develop a recommendation on how to proceed with the project.

Providing the background, Mr. Cowles reported that, on February 24, 2015, the City Council had 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. 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 then 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. According to Mr. Cowles, those adjustments will still fulfill the requirements of the IDALS and SRF Sponsored Project Water Quality Grants. On August 3, 2016, two bids were received on the project: Woodruff Construction and Con-Struct were the bidders.

Mr. Cowles stated that 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-lowest bidder, Con-Struct, met the 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, which exceeds previously identified funding by approximately \$280,000. Staff is recommending that the bids be rejected and the project be re-bid at a future date.

Noting that the bids came in approximately \$280,000 over budget, Council Member Gartin asked if staff has concerns that the same will be true when it gets re-bid. Mr. Cowles replied that by

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 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.

Moved by Beatty-Hansen, seconded by Betcher, to reject the bids and direct staff to re-bid the project at a future date.

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

CAPITAL FUNDING FOR HUMAN SERVICES AGENCIES: Assistant City Manager Brian Phillips introduced Miranda Wehde, City Manager's Office Intern, who assisted with the survey conducted to gather information about capital project needs of the Human Services agencies.

Council Member Corrieri indicated her conflict of interest with this item; she will be abstaining from any vote taken.

Assistant City Manager Phillips noted that, on November 24, 2015, the Council had directed staff to look into developing a one-time grant program for FY 2017/18 to fund capital projects for Human Services agencies, with the first task involving the staff reaching out to those agencies. A survey was sent to 30 agencies to gather the requested information. The results of the survey were reviewed by Mr. Phillips.

City Manager Schainker advised that if the City Council decides to allocate funds for this project, it would need to be brought up and discussed during budget time. If the project was to move forward, it could not take place any sooner than July 1, 2017, since it has not been included in the current budget.

Mayor Campbell indicated her very serious reservations about entering into a program that provides capital funding of this type. She noted that United Way does give capital project grants. The Mayor commented that the City has a very good process already in place for funding services to be received from Human Services agencies through its partnership in ASSET.

Council Member Betcher said that she is not opposed to providing funding for capital projects for human services agencies; however, she does not want it to equate to more than \$1,000,000 over two years.

Council Member Gartin noted that it is very difficult for non-profits to fund-raise for things like HVAC systems. He would want traditional capital improvement projects, e.g., roofs, not something

like vehicles. Mr. Gartin indicated a desire to have further conversations with United Way before such a program was approved.

Moved by Gartin, seconded by Beatty-Hansen, to direct staff to have further conversations with United Way to better understand its capital grant program and report back to the City Council.

Vote on Motion: 5-0-1. Voting aye: Beatty-Hansen, Betcher, Gartin, Nelson, Orazem. Voting nay: None. Abstaining due to a conflict of interest: Corrieri. Motion declared carried.

Moved by Gartin, seconded by Beatty-Hansen, to direct staff to list this as an issue for the Budget Guidelines Session to be held next November.

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

SALE OF GENERAL OBLIGATION ESSENTIAL CORPORATE PURPOSE BONDS: City Treasurer Roger Wisecup introduced Susan Gerlach from PFM. Ms. Gerlach reported that the City received six bids from 44 firms. The bids ranged from a 1.52% to 1.61% interest rate. The savings will equate to over \$215,000. The winning bid came from Robert W. Baird & Co., Inc.

Moved by Gartin, seconded by Betcher, to adopt RESOLUTION NO. 16-497 approving the sale of General Obligation Essential Corporate Purpose Bonds, Series 2016A, in a principal amount not to exceed \$12,705,000 to Robert W. Baird & Co., Inc.

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

UNIFY PHONE SYSTEM UPGRADE: Stan Davis, Information Services Manager, explained that the City's existing digital phone system is outdated. The current handsets are 26 years old and the system itself is 19 years old. The last upgrade of the system was ten years ago, and software enhancements can no longer be made. Upgrades to certain departments have been necessary at a cost of \$132,814. Upgrading the existing Siemens digital phone system to a Unify network phone system would allow the City to keep the existing \$132,814 investment.

Moved by Orazem, seconded by Betcher, to adopt RESOLUTION NO. 16-498 approving a waiver of Purchasing Policies and awarding a contract to Black Box Network Services for a single-source purchase of a Unify Phone System upgrade in the amount of \$417,408.

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

HEARING ON AMES PLANT TO N. E. ANKENY 161kV TRANSMISSION LINE RELOCATION: Mayor Campbell opened the public hearing. No one requested to speak, and the hearing was closed.

Moved by Nelson, seconded by Orazem, to accept the report of bids and delay award of a contract. Vote on Motion: 6-0. Motion declared carried unanimously.

HEARING ON SEWER REVENUE STATE REVOLVING FUND PLANNING AND DESIGN LOAN AGREEMENT: The public hearing was opened by the Mayor. She closed same after no one asked to speak.

Moved by Nelson, seconded by Gartin, to adopt RESOLUTION NO. 16-499 approving entering into a Sewer Revenue State Revolving Fund Planning and Design Loan Agreement in an amount not to exceed \$375,000.

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

HEARING ON PROPOSED CONTRACT FOR SALE OF CITY-OWNED PROPERTY AT 1125 MAXWELL AVENUE (Continued from July 12, 2016): Mayor Campbell noted that the hearing was open, having been continued from the July 12, 2016, meeting. The Mayor closed the hearing after no one came forward to speak.

Moved by Beatty-Hansen, seconded by Betcher, to adopt RESOLUTION NO. 16-500 approving a Contract with Habitat for Humanity for the purchase of City-owned property at 1125 Maxwell Avenue in connection with Community Development Block Grant Neighborhood Sustainability Program.

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

HEARING ON PROPOSED CONTRACT FOR SALE OF CITY-OWNED PROPERTY AT 306 WELLONS DRIVE (Continued from July 12, 2016): Mayor Campbell explained that the public hearing had been continued on this item as well from the July 12, 2016, meeting. No one requested to speak, and the hearing was closed.

Moved by Beatty-Hansen, seconded by Betcher, to adopt RESOLUTION NO. 16-501 approving a Contract with Habitat for Humanity for the purchase of City-owned property at 306 Wellons Drive in connection with Community Development Block Grant Neighborhood Sustainability Program.

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

HEARING ON REVISION TO MASTER PLAN FOR 499 SUNFLOWER DRIVE (SOUTH FORK SUBDIVISION, 8TH ADDITION): The public hearing was opened by the Mayor.

Keith Arneson, Pinnacle Properties, LLC, said he was seeking approval of a revised Master Plan for a portion of the South Fork development. The change would be to 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. Lots to the west of Sunflower Drive would be unaffected by the proposal.

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

Moved by Nelson, seconded by Beatty-Hansen, to adopt RESOLUTION NO. 16-502 approving the Zoning Agreement for Adoption of a Revised Master Plan for Outlot A.

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

Moved by Nelson, seconded by Beatty-Hansen, to adopt RESOLUTION NO. 16-503 approving the Revised Preliminary Plat.

Roll Call Vote: 6-0. 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 PARKING LOT LANDSCAPING FOR GREEN HILLS PLANNED RESIDENCE DISTRICT: The public hearing was opened by the Mayor. It was closed after there was no one wishing to speak.

Moved by Beatty-Hansen, seconded by Nelson, to adopt RESOLUTION NO. 16-504 approving an Amendment to the Major Site Development Plan for parking lot landscaping for Green Hills Planned Residence District located at 2200 Green Hills Drive.

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

ORDINANCE ASSIGNING NEWLY ANNEXED PROPERTIES: Moved by Orazem, seconded by Beatty-Hansen, to pass on first reading an ordinance assigning newly annexed properties to Ward 3, Precinct 1; and Wad 3, Precinct 4.

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

Moved by Betcher, seconded by Nelson, to suspend the rules necessary for the adoption of an ordinance.

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

Moved by Betcher, seconded by Orazem, to pass on second and third readings and adopt ORDINANCE NO. 4272 assigning newly annexed properties to Ward 3, Precinct 1; and Ward 3, Precinct 4.

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

ORDINANCE CHANGING NAME OF GRANT AVENUE TO HYDE AVENUE: Moved by Betcher, seconded by Beatty-Hansen, to pass on second reading an ordinance changing the name of Grant Avenue to Hyde Avenue.

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

ORDINANCE REZONING 720 SOUTH DUFF AVENUE: Moved by Betcher, seconded by Nelson, to pass on second reading an ordinance rezoning 720 South Duff Avenue from Agricultural (A) and Highway-Oriented Commercial (HOC) to Highway-Oriented Commercial (HOC).

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

ORDINANCE TO ALLOW CLUBHOUSES IN FS-RM ZONING DISTRICT: Moved by Beatty-Hansen, seconded by Betcher, to pass on third reading and adopt ORDINANCE NO. 4269 to allow clubhouses in the FS-RM Zoning District.

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

ORDINANCE ESTABLISHING “NO PARKING HERE TO CORNER” ON WEST SIDE OF EATON AVENUE FROM BRISTOL DRIVE SOUTH FOR 325 FEET AND ON WEST SIDE OF PUBLIC ALLEY FROM BRISTOL DRIVE NORTH FOR 180 FEET: Moved by Betcher, seconded by Orazem, to pass on third reading and adopt ORDINANCE NO. 4270 establishing “No Parking Here to Corner” on the west side of Eaton Avenue from Bristol Drive south for 325 feet; and establishing “No Parking Here to Corner” on the west side of the public alley from Bristol Drive north for 180 feet.

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

5871 ONTARIO STREET: Moved by Betcher, seconded by Beatty-Hansen, to adopt RESOLUTION NO. 16-505 approving the Zoning Agreement for Adoption of a Master Plan for 5871 Ontario Street.

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

Moved by Betcher, seconded by Beatty-Hansen, to pass on third reading and adopt ORDINANCE NO. 4271 rezoning, with a Master Plan, 5871 Ontario Street from Agricultural (A) to Suburban Residential Low Density (FS-RL).

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

COUNCIL COMMENTS: Moved by Nelson, seconded by Gartin, to direct staff to place on a future agenda the request for underground geothermal wells within the Conservation Easement in Quarry Estates, 1st Addition.

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

Moved by Gartin, seconded by Beatty-Hansen, to refer for a staff report the request of Jean Goodwin dated August 2, 2016, pertaining to the amount of her water bill due to a broken pipe.

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

Moved by Gartin, seconded by Beatty-Hansen, to refer to staff for a memo the request of the Somerset Property Association and residents to partner with the City’s Parks and Recreation Department to develop a park at 2910 Sheffield Avenue.

Vote on Motion: 5-1. Voting aye: Beatty-Hansen, Betcher, Corrieri, Gartin, Nelson. Voting nay: Orazem. Motion declared carried.

Moved by Gartin, seconded by Nelson, to direct staff to schedule a workshop to address the subject of Internet capacity in Ames, which should include inviting representatives of the current Internet providers in Ames.

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

Moved by Betcher, seconded to Beatty-Hansen, to direct staff to retrieve the documents - Ordinance and Minutes - from the last time the Minimum Property Maintenance Code was discussed and include the make-up of the group who studied it.

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

ADJOURNMENT: Moved by Betcher to adjourn the meeting at 10:16 p.m.

Ann H. Campbell, Mayor

Diane R. Voss, City Clerk

MINUTES OF THE AMES CIVIL SERVICE COMMISSION

AMES, IOWA

AUGUST 25, 2016

The Ames Civil Service Commission convened in regular session at 8:15 a.m. on August 25, 2016, in the Council Chambers of City Hall, 515 Clark Avenue. Because it was impractical for the Commission members to be present in person, Commission Members Crum, Pike, and Ricketts were brought into the meeting telephonically. Human Resources Director Kaila Kenjar attended the meeting.

APPROVAL OF MINUTES: Moved by Pike, seconded by Ricketts, to approve the minutes of the July 28, 2016, Civil Service Commission meeting as written.

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

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

Auditorium/Bandshell Manager:	Jim Brockpahler	75
	Craig Kaufman	72
Firefighter:	Andrew Tuuri	90
	Shane Henderson	89
	Elijah Ingram	88
	Thomas Trau	85
	Lucas Peterson	*83
	Gavin Leverton	79
Public Works Management Analyst:	Travis Harrison	77
	McKinlee Ritter	74

*Includes five veteran's preference points.

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

COMMENTS: The next regularly scheduled Civil Service Commission meeting was set for September 29, 2016, at 8:15 a.m.

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

Michael R. Crum, Chair

Jill Ripperger, Recording Secretary



REPORT OF CONTRACT CHANGE ORDERS

Period:	<input type="checkbox"/>	1 st – 15 th
	<input checked="" type="checkbox"/>	16 th – End of Month
Month & Year:	August 2016	
For City Council Date:	September 13, 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)
Water & Pollution Control	Ames Water Treatment Plant - Contract 2	9	\$52,497,000.00	Knutson Construction	\$267,046.00	\$3,659.00	J. Dunn	MA
Electric Services	Power Plant Fuel Conversion - Bid No. 2 Turbine Steam Seal System for Unit 8	4	\$186,320.00	General Electric International, Inc	\$174,536.00	\$9,208.42	B. Trower for D. Kom	CB
Finance - Information Technologies	Inspections Permitting Hardware / Software	1	\$238,200.00	Tyler Technologies, Inc.	\$0.00	\$26,485.00	B. Kindred	MA
Electric Services	Cable, 500 KCMIL	1	\$58,768.68	Affinity Resources Co., Inc.	\$0.00	\$1,625.93	D. Kom	MA
Public Works	2014/15 Seal Coat Street Pavement Improvements	2	\$749,019.81	Manatt's Inc.	\$2,750.00	\$-(25,379.33)	B. Kindred	MA
			\$		\$	\$		

*Caring People
Quality Programs
Exceptional Service*

ITEM # 8a-f

TO: Mayor Ann Campbell and Ames City Council Members

FROM: Lieutenant Dan Walter – Ames Police Department

DATE: September 6th, 2016

SUBJECT: Beer Permits & Liquor License Renewal Reference City Council Agenda
September 13, 2016

The Council agenda for September 13th, 2016, includes beer permits and liquor license renewals for:

- Class C Liquor – Corner Pocket/DG’s Taphouse, 125 Main Street
- Class B Liquor & Outdoor Service – Hilton Garden Inn Ames, 1325 Dickinson Avenue
- Class C Liquor – Whiskey River, 132-134 Main Street
- Class C Liquor, B Wine, & Outdoor Service - +39 Restaurant, Market, & Cantina, 2640 Stange Road
- Class C Liquor & Outdoor Service – Wallaby’s Grille, 2733 Stange Road
- Class C Liquor & Outdoor Service – Blue Owl Bar, 223 Welch Avenue

A routine check of police records for the past twelve months found no liquor law violations for any of the above listed businesses except for the Blue Owl Bar located at 223 Welch. The Blue Owl did have several incidents involving underage on premise drinking earlier in the year. They also had some issues with signage and drinking outside of designated areas. This has since been corrected and things have improved so we therefore recommend approval.

The police department also recommends renewal of licenses for all of the above businesses.

Applicant License Application (BW0093672)

Name of Applicant: <u>WHEATSFIELD COOPERATIVE</u>		
Name of Business (DBA): <u>Wheatsfield Cooperative</u>		
Address of Premises: <u>413 Northwestern</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50010</u>
Business	<u>(515) 232-4094</u>	
Mailing	<u>413 Northwestern</u>	
City <u>Ames</u>	State <u>IA</u>	Zip: <u>50010</u>

Contact Person

Name	<u>Linda Johnson</u>		
Phone:	<u>(515) 360-4697</u>	Email	<u>linda_j@wheatsfield.coop</u>

Classification Special Class C Liquor License (BW) (Beer/Wine)

Term: 12 months

Effective Date: 09/01/2016

Expiration Date: 07/31/2017

Privileges:

Special Class C Liquor License (BW) (Beer/Wine)

Status of Business

BusinessType:	<u>Privately Held Corporation</u>		
Corporate ID Number:	<u>301555</u>	Federal Employer ID	<u>42-1655940</u>

Ownership

Linda Johnson

First Name: Linda Last Name: Johnson
 City: Ames State: Iowa Zip: 50010
 Position: General Manager
 % of Ownership: 0.00% U.S. Citizen: Yes

Bronwyn Beatty-Hansen

First Name: Bronwyn Last Name: Beatty-Hansen
 City: Ames State: Iowa Zip: 50010
 Position: Operations Manager
 % of Ownership: 0.00% U.S. Citizen: Yes

Insurance Company Information

Insurance Company:	<u>Tokio Marine Specialty Insurance Company</u>		
Policy Effective Date:	<u>08/01/2016</u>	Policy Expiration	<u>08/01/2017</u>

Bond Effective

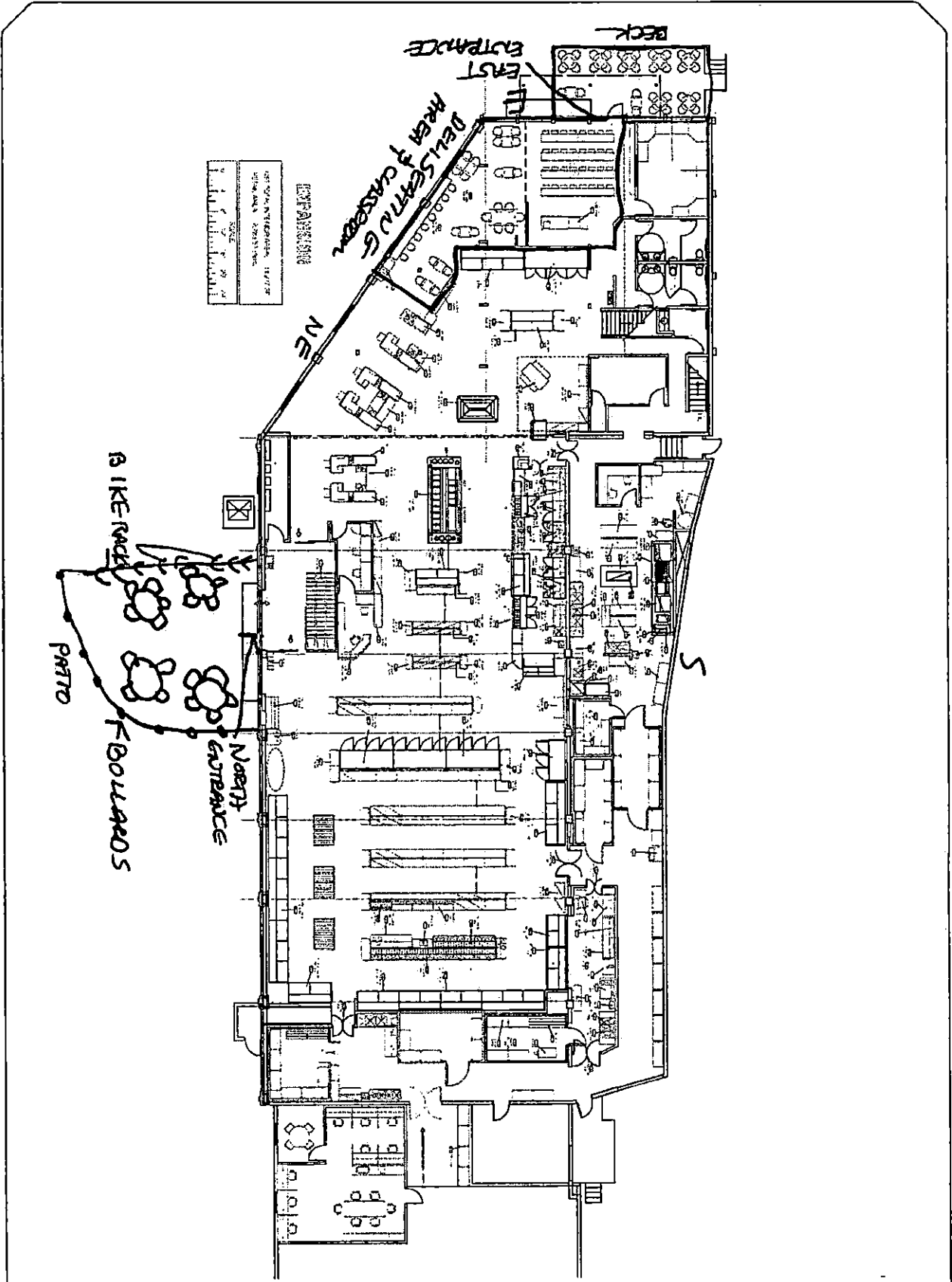
Dram Cancel Date:


Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:




FP1.0
 DATE: 08/25/04
 DRAWN BY: JSA
 SCALE: 1/8" = 1'-0"

FIXTURE PLAN
 WHEATSFIELD FOOD CO-OP
 AMES, IOWA


 ARCHITECT
 REGISTERED PROFESSIONAL ARCHITECT
 STATE OF IOWA
 No. 10422
 JOHN W. HARRIS, ARCHITECT
 1000 W. 10TH ST., SUITE 100
 AMES, IOWA 50010

NOT TO BE USED IN CONSTRUCTION
 THIS PLAN IS A PRELIMINARY DESIGN AND IS SUBJECT TO CHANGE WITHOUT NOTICE. IT IS NOT TO BE USED FOR CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING ALL DIMENSIONS AND CONDITIONS OF THE SITE. THE ARCHITECT ASSUMES NO LIABILITY FOR ANY DAMAGE TO PERSONS OR PROPERTY ARISING FROM THE USE OF THIS PLAN.

WHEATSFIELD FOOD CO-OP
 Ames, Iowa

Applicant License Application ()

Name of Applicant: <u>Dinners by Dawn</u>		
Name of Business (DBA): <u>Dinners by Dawn</u>		
Address of Premises: <u>1407 University Blvd</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50011</u>
Business <u>(515) 733-2440</u>		
Mailing <u>516 Broad</u>		
City <u>Story City IA</u>	State <u>IA</u>	Zip: <u>50248</u>

Contact Person

Name <u>Dawn Retallick</u>
Phone: <u>(515) 733-2440</u> Email <u>dinnersbydawn@mediacombb.net</u>

Classification Special Class C Liquor License (BW) (Beer/Wine)

Term: 5 days

Effective Date: 09/17/2016

Expiration Date: 01/01/1900

Privileges:

Outdoor Service

Special Class C Liquor License (BW) (Beer/Wine)

Status of Business

BusinessType: <u>Limited Liability Company</u>
Corporate ID Number: <u>375808</u> Federal Employer ID <u>26-4335846</u>

Ownership

Dawn Retallick

First Name: Dawn

Last Name: Retallick

City: Story City

State: Iowa

Zip: 50248

Position: Owner

% of Ownership: 100.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company: <u>Scottsdale 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:

Applicant License Application ()

Name of Applicant: <u>LJPS Inc.</u>		
Name of Business (DBA): <u>Olde Main Brewing Company</u>		
Address of Premises: <u>1800 S. 4th St.</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50011</u>
Business	<u>(515) 232-0553</u>	
Mailing	<u>PO Box 1928</u>	
City <u>Ames</u>	State <u>IA</u>	Zip: <u>50010</u>

Contact Person

Name <u>Matt Sinnwell</u>
Phone: <u>(505) 400-5981</u> Email <u>mattombc@gmail.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term: 5 days

Effective Date: 09/22/2016

Expiration Date: 01/01/1900

Privileges:

Class C Liquor License (LC) (Commercial)

Status of Business

BusinessType: <u>Privately Held Corporation</u>
Corporate ID Number: <u>286196</u> Federal Employer ID <u>77-0613629</u>

Ownership

Scott Griffen

First Name: Scott **Last Name:** Griffen
City: Ames **State:** Iowa **Zip:** 50010
Position: Owner
% of Ownership: 50.00% **U.S. Citizen:** Yes

Daniel Griffen

First Name: Daniel **Last Name:** Griffen
City: Potomac **State:** Maryland **Zip:** 24854
Position: Owner
% of Ownership: 25.00% **U.S. Citizen:** Yes

Susan Griffen

First Name: Susan **Last Name:** Griffen
City: Potomac **State:** Maryland **Zip:** 24854
Position: Owner
% of Ownership: 25.00% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company:	<u>Illinois Union Insurance Company</u>		
Policy Effective Date:	<u>09/22/2016</u>	Policy Expiration	<u>09/27/2016</u>
Bond Effective		Dram Cancel Date:	
Outdoor Service Effective		Outdoor Service Expiration	
Temp Transfer Effective		Temp Transfer Expiration Date:	

Applicant License Application ()

Name of Applicant: <u>LJPS Inc.</u>		
Name of Business (DBA): <u>Olde Main Brewing Company</u>		
Address of Premises: <u>420 Beach Ave</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50011</u>
Business	<u>(515) 232-0553</u>	
Mailing	<u>PO Box 1928</u>	
City <u>Ames</u>	State <u>IA</u>	Zip: <u>50010</u>

Contact Person

Name <u>Matt Sinnwell</u>	Email <u>mattombc@gmail.com</u>
Phone: <u>(505) 400-5981</u>	

Classification Class C Liquor License (LC) (Commercial)

Term: 5 days

Effective Date: 10/04/2016

Expiration Date: 01/01/1900

Privileges:

Class C Liquor License (LC) (Commercial)

Status of Business

BusinessType: <u>Privately Held Corporation</u>
Corporate ID Number: <u>286196</u> Federal Employer ID <u>77-0613629</u>

Ownership

Scott Griffen

First Name: Scott **Last Name:** Griffen
City: Ames **State:** Iowa **Zip:** 50010
Position: Owner
% of Ownership: 50.00% **U.S. Citizen:** Yes

Susan Griffen

First Name: Susan **Last Name:** Griffen
City: Potomac **State:** Maryland **Zip:** 24854
Position: Owner
% of Ownership: 25.00% **U.S. Citizen:** Yes

Daniel Griffen

First Name: Daniel **Last Name:** Griffen
City: Potomac **State:** Maryland **Zip:** 24854
Position: Owner
% of Ownership: 25.00% **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:

Applicant License Application ()

Name of Applicant: <u>LJPS Inc.</u>		
Name of Business (DBA): <u>Olde Main Brewing Company</u>		
Address of Premises: <u>1407 University Blvd</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50011</u>
Business	<u>(515) 232-0553</u>	
Mailing	<u>PO Box 1928</u>	
City <u>Ames</u>	State <u>IA</u>	Zip: <u>50010</u>

Contact Person

Name	<u>Matt Sinnwell</u>		
Phone:	<u>(505) 400-5981</u>	Email	<u>mattombc@gmail.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term: 5 days

Effective Date: 10/15/2016

Expiration Date: 01/01/1900

Privileges:

Class C Liquor License (LC) (Commercial)

Status of Business

BusinessType:	<u>Privately Held Corporation</u>		
Corporate ID Number:	<u>286196</u>	Federal Employer ID	<u>77-0613629</u>

Ownership

Scott Griffen

First Name: Scott Last Name: Griffen
 City: Ames State: Iowa Zip: 50010
 Position: Owner
 % of Ownership: 50.00% U.S. Citizen: Yes

Daniel Griffen

First Name: Daniel Last Name: Griffen
 City: Potomac State: Maryland Zip: 24854
 Position: Owner
 % of Ownership: 25.00% U.S. Citizen: Yes

Susan Griffen

First Name: Susan Last Name: Griffen
 City: Potomac State: Maryland Zip: 24854
 Position: Owner
 % of Ownership: 25.00% 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:

COUNCIL ACTION FORM

SUBJECT: OCTAGON ART FESTIVAL REQUESTS

BACKGROUND:

The Octagon Center for the Arts plans to host the 46th Annual Art Festival in the Ames Main Street Cultural District (MSCD) on Sunday, September 25, 2016. This event is scheduled to begin at 10:00 a.m. and conclude at 5:00 p.m. Booths selling art works, crafts, and food items will be in operation that day. In addition, there will be entertainment on the sidewalks in Tom Evans Plaza and in Cynthia Duff Plaza.

To facilitate this event, the following items are requested:

1. Closure of the following streets, from 6:00 a.m. to 6:00 p.m.:
 - a. Main Street, east of Clark (not blocking Wells Fargo Driveway) to just west of Duff Avenue (allowing traffic to access parking lot behind businesses)
 - b. Douglas Avenue, 5th Street to Main Street
 - c. Kellogg Avenue, 5th Street to Main Street
 - d. Burnett Avenue, south of the alley to Main Street
2. Waiver of costs for electricity during the event (estimated at \$10)
3. Approval of a Blanket Temporary Obstruction Permit for the Central Business District
4. Approval of a Blanket Vending License for the duration of the event
5. Waiver of fee for Blanket Vending License (\$50)

Insurance coverage for the event has been provided by The Octagon Center for the Arts. Notification signs will be placed on parking meters on Saturday evening after 6:00 p.m. Since the event occurs on a Sunday, there is no potential loss of parking meter revenue. Public Works will provide the necessary barricades for the street closures. A noise permit will be obtained through the Police Department.

The Main Street Cultural District is in support of the Art Festival. Additionally, Octagon staff has contacted affected businesses door-to-door. Signatures confirming the notification have been obtained from nearly all affected businesses. Fewer businesses are open in the downtown area on Sundays compared to other days of the week.

Attachments include a letter and special event application from the Octagon, as well as a letter of support from the Main Street Cultural District.

ALTERNATIVES:

1. The City Council can approve the requests from The Octagon Center for the Arts for the Art Festival on September 25, 2016, including closure of various streets from 6:00 a.m. to 6:00 p.m., blanket Vending License and waiver of fee for Vending License, Blanket Temporary Obstruction Permit for sidewalks adjacent to closed streets, and waiver of costs for electricity during the event.
2. The City Council can approve the requests, but require payment for the Blanket Vending License and reimbursement for electricity use.
3. The City Council can deny these requests.

MANAGER'S RECOMMENDED ACTION:

This is the 46th year that the Octagon has held the Art Festival. There will be more than one hundred artists on hand with unique, hand-crafted artwork for sale, live entertainment, and local food vendors. No admission is charged, and Festival organizers expect 14,000 people to attend. The Main Street Cultural District has expressed its full support of the event.

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



Octagon Center for the Arts • 427 Douglas Ave. Ames, IA 50010 • 515.232.5331 • www.octagonarts.org

August 18, 2016

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

Honorable Mayor and City Council,

On Sunday, September 25, the Octagon Center for the Arts is hosting the 46th Annual Octagon Art Festival in Downtown Ames Main Street Cultural District.

The purpose for the celebration is: *An event to showcase the various artists representing the creative talent in Ames and the Midwest, to celebrate the richness and enjoyment that art provides through visual expression, highlight the beauty of Ames' community and people while sharing the wonderful Downtown Ames experience with visitors from all over Iowa and neighboring states.*

The Octagon Arts Festival will officially begin Sunday, September 25 at 10 a.m. and conclude at 5 p.m. Octagon staff members have already notifying businesses on Main Street about street closures for this festival.

Sunday, September 25-Octagon Art Festival

6 am: Setup, barricades setup to close streets in downtown

10am: festival open to public

5pm: festival closes to public, teardown

6pm: streets cleared of artists, streets reopen

Following is a list of specific Octagon Arts Festival requests for consideration by the Ames City Council:

Closed Streets

The following street closures are requested to cover from 6 am - 6 pm on September 25. **(Please view map)**

- Main Street will be closed from just East of Clark (not blocking Wells Fargo driveway) to just West of Duff Avenue, allowing traffic to access parking lot behind businesses.
- Douglas Avenue will be closed up to 5th Street.
- Kellogg Avenue will be closed up to 5th Street (still allows garbage transportation through alley way)
- Burnett Avenue will be closed just past the Alley (still allows garbage transportation through alley way).
- Barricades are requested for all intersections. Barricades will be staffed at all times after their placement.

Octagon event volunteers will man barricades to facilitate the flow of emergency vehicles if need be.

Utilities

•Costs for electricity needed for the Arts Festival are requested to be waived. This involves electricity from City facilities on Main Street, Douglas Avenue, Kellogg Avenue, and Burnett Avenue, including connection costs.

Blanket Temporary Obstruction Permit

•A temporary obstruction permit is requested for the central business district to allow businesses to be included in the festival atmosphere and display merchandise in front of the stores, obstructing a portion of the sidewalks. Artists and vendors will be setting up booths in the streets, allowing enough room down center of street for traffic of emergency vehicles should they be needed.

Noise Permit

•A noise permit is being requested to allow the playing of music, as well as other entertainment, in the Downtown Area from 10 a.m. on Sunday, September 25, through 5 p.m. Two entertainment areas will be set up. Main Entertainment Area near Tom Evans Park. Smaller entertainment area will be located at Main and Douglas, near Cynthia Duff Walkway.

Food Vending Permit

Approximately ten food vendors will be offering culinary options to festival visitors. Focal area for the food vendors will be centered in the Kellogg and Main Street intersection.

•The Octagon is requesting that the food vending fee be waived.

Small Banner display

• The Octagon is again requesting to place approximately 5 or 6 vinyl banners that are 3 ft by 5 ft in size at the street corner pylons along Main Street intersections. Both the Main Street Cultural District and the Octagon have displayed these banners in past years to promote public events taking place in the Main Street Cultural District. These banners would be securely installed, with zip ties, at end of August and promptly taken down day after event.

On behalf of the Octagon Center for the Arts, we appreciate the City of Ames supporting artistic and cultural experiences such as the Octagon Art Festival. We invite the mayor and city council members to stop by the festival on Sunday, September 25 from 10 am – 5 pm in downtown Ames.

Much gratitude,

Heather Johnson
Executive Director
Octagon Center for the Arts
427 Douglas Avenue
Ames, IA 50010

Main Street

CULTURAL DISTRICT

Ames, Iowa

August 10, 2016

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

Mayor Campbell and City Council,

The Main Street Cultural District (MSCD) is proud to have the Octagon Center for the Arts in Downtown Ames. The programs and events they offer greatly enhance the culture of the district and benefit the entire community. We would like to express our support of the 44th Octagon Art Festival that will take place on Sunday, September 25th.

The MSCD is fully in support of this event, and ask that Council requests be granted. Thank you for your consideration and your continued support of the Main Street Cultural District. We hope to see you downtown for the festival.

Sincerely,



Cliff Smith
2016 President
Main Street Cultural District



SUMMARY OF EVENT

DESCRIPTION

Event Name Octagon Art Festival

Description

The 46th Annual Octagon Art Festival will take place in downtown Ames on Sunday, September 25 from 10 am – 5 pm. A variety of free entertainment acts including live bands and performing arts will be presented throughout the day. A wide selection of cuisine by various food vendors and children’s art activities will also be available at the art festival. Approximately 100 juried artists from 12 states will fill the Main Street Cultural District. This event is FREE and open to the public. This is a great community event that celebrates the visual arts as well as performing arts.

Event Category

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

Anticipated Attendance

Total 14,000 Per Day 1

DATE/TIME

Setup	Date <u>9/25/16</u>	Time <u>6:00 am</u>	Day of Week <u>Sunday</u>
Event Starts	Date <u>9/25/16</u>	Time <u>10:00 am</u>	Day of Week _____
Event Ends	Date <u>9/25/16</u>	Time <u>5:00 pm</u>	Day of Week _____
Teardown Complete	Date <u>9/25/16</u>	Time <u>6:00 pm</u>	Day of Week _____

Rain Date, if applicable _____

Rain Location, if applicable _____

LOCATION

Region

(Select one or more)

- Main Street Cultural District (Downtown)
- Campustown District
- Iowa State University Property
- City Parks
- Other (please explain)

Please note that events occurring in the Downtown, Campustown, in City parks, or on ISU property require prior approvals. A letter of support will be required from CAA if the event occurs in Campustown or from MSCD if the event occurs in Downtown. Please contact the appropriate office well in advance:

-
Downtown - Main Street Cultural District: (515) 233-3472
Campustown - Campustown Action Association: (515) 450-8771
Iowa State University - Events Authorization Committee: (515) 294-1437

events@amesdowntown.org
director@amescampustown.com
eventauthorization@iastate.edu

CONTACTS

Host Organization

Octagon Center for the Arts

Local Contact (Required)

Must be present during event

Name: Heather Johnson

Address: 427 Douglas Avenue

Telephone: (515) 232-5331

Cell phone: (515) 291-8512

Must be available by cell phone during event

Email: director@octagonarts.org

At least ten business days prior to the event, Organizer must submit Emergency Contact List, including names and numbers of all coordinators, volunteers, and location assigned to each.

Yes No

Is this an annual event? How many years have you been holding this event? 45

Is this event open to the public?

Is your event being held in conjunction with another event (e.g. *Farmers' Market, 4th of July*, etc.)?

If yes, please list

COUNCIL ACTION FORM

SUBJECT: REQUESTS FOR “CRAFTS & DRAUGHTS IN CAMPUSTOWN”

BACKGROUND:

The Campustown Action Association (CAA) has proposed hosting a new fall event called “Crafts and Draughts in Campustown.” This event is intended to take place in lieu of the Friday Afternoon Celebration that took place the past four years. Crafts and Draughts will take place on Saturday, October 15, 2016 from 1:00 p.m. to 6:00 p.m. Organizers propose hosting artists to facilitate crafts for all ages, food vendors, a beer garden, and live acoustic music in Chamberlain Lot Y and on a portion of Chamberlain Street. Participants must be 21 to enter the beer garden.

To facilitate this event, organizers are requesting the closure of Chamberlain Lot Y and Chamberlain Street from Welch Avenue to the Fire Station No. 2 rear driveway from 7:00 a.m. to 7:00 p.m. on October 15, including a waiver of fees and enforcement for 19 metered parking spaces (\$95 estimated loss to the Parking Fund). CAA is also requesting a blanket Vending License and waiver of fee for the license (\$50), waiver of electricity costs for the use of City electrical outlets (approximately \$5 loss to the Electric Fund), and a blanket Temporary Obstruction Permit for the area.

A Class B Beer Permit with Outdoor Service has been applied for in order to provide alcoholic beverage service at the beer garden.

Public Works will provide barricades for the event, and organizers will obtain a noise permit through the Police Department. A private security firm has been hired to assist with the event.

ALTERNATIVES:

1. Approve the requests made by CAA for the “Crafts and Draughts in Campustown” event, including the waiver of fees.
2. Approve the requests as made by CAA, but require reimbursement for the lost revenue for parking, electricity use, and the Vending License.
3. Do not approve the requests.

MANAGER’S RECOMMENDED ACTION:

Campustown Action Association has had a successful track record of hosting events. A private security firm has been hired to manage security for the beer garden. This

proposed event is intended to be family-friendly and will take place primarily during daylight hours.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the requests made by CAA for the “Crafts and Draughts in Campustown” event, including the waiver of fees.



campustown
action
association

Campustown Action Association
119 Stanton Ave, Suite 602
Ames, IA 50014

August 23, 2016

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

RE: Crafts & Draughts 2016

Dear Honorable Mayor Campbell and City Council,

The Campustown Action Association (CAA) is planning to hold a new event called Crafts & Draughts on Saturday, October 15, 2016 from 1-6pm. Information about the event can be found on the Special Event Application we submitted. We also ask for resolutions approving the waiver of electricity costs for the 2400 block of Chamberlain, including the Campustown Court area, the waiver of parking meter fees for Lot Y and the indicated area of Chamberlain from 7am – 7pm, and a waiver of fee for the Blanket Vendor Permit.

Thank you for your consideration of these requests and continued support of Campustown. We look forward to seeing you on October 15th.

Sincerely,

Karin Chitty
Executive Director



SUMMARY OF EVENT

DESCRIPTION

Event Name Crafts & Draughts in Campustown

Description The Campustown Action Association will be hosting a new Fall event focused on all ages including Alumni, Ames residents, and college students. The event will be held Saturday afternoon October 15 from 1 PM to 6 PM in Lot Y and on part of Chamberlain (east of clock tower to Fire Station driveway).

Lot Y will host crafts for all ages, a beer garden, live acoustic music and craft tables lead by area artists with activities for most ages. The beer garden will be secured by one wall being 206 Welch Ave building and fencing on three sides. We have also hired Haven Protection to serve as perimeter and in garden security.

Chamberlain will house the Campustown food vendors wishing to participate. CAA vendors with already "in place" outdoor food permits will be allowed to vend while others will have samples on hand for folks to taste. The south sidewalk on Chamberlain will also have a couple of craft tables.

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

Anticipated Attendance Total 300 Per Day _____

DATE/TIME

Setup	Date <u>10/15/16</u>	Time <u>10:00 am</u>	Day of Week <u>Sat</u>
Event Starts	Date _____	Time <u>1:00 am</u>	Day of Week _____
Event Ends	Date _____	Time <u>6:00 am</u>	Day of Week _____
Teardown Complete	Date _____	Time <u>7:00 am</u>	Day of Week _____

Rain Date, if applicable _____
Rain Location, if applicable _____

LOCATION

Region

(Select one or more)

- Main Street Cultural District (Downtown)
- Campustown District
- Iowa State University Property
- City Parks
- Other (please explain)

Please note that events occurring in the Downtown, Campustown, in City parks, or on ISU property require prior approvals. A letter of support will be required from CAA if the event occurs in Campustown or from MSCD if the event occurs in Downtown. Please contact the appropriate office well in advance:

-
Downtown - Main Street Cultural District: (515) 233-3472 events@amesdowntown.org
Campustown - Campustown Action Association: (515) 450-8771 director@amescampustown.com
Iowa State University - Events Authorization Committee: (515) 294-1437 eventauthorization@iastate.edu

CONTACTS

Host Organization

Campustown Action Association

Local Contact (Required)

Must be present during event

Name: Anne Taylor or Karin Chitty

Address: 119 Stanton Ave #602

Telephone: (515) 292-4528

Cell phone: (515) 290-6487 Anne

Must be available by cell phone during event

Email: anne@dogtownu.com karin.chitty@amescampustown.com

At least ten business days prior to the event, Organizer must submit Emergency Contact List, including names and numbers of all coordinators, volunteers, and location assigned to each.

Yes No

Is this an annual event? How many years have you been holding this event? _____

Is this event open to the public?

Is your event being held in conjunction with another event (e.g. *Farmers' Market, 4th of July, etc.*)?

If yes, please list

Applicant License Application ()

Name of Applicant:	<u>The Fighting Burrito LLC</u>				
Name of Business (DBA):	<u>Crafts & Draughts</u>				
Address of Premises:	<u>Lot Y and Chamberlain</u>				
City	<u>Ames</u>	County:	<u>Story</u>	Zip:	<u>50014</u>
Business	<u>(515) 441-0460</u>				
Mailing	<u>PO Box 1336</u>				
City	<u>Ames</u>	State	<u>IA</u>	Zip:	<u>50014</u>

Contact Person

Name	<u>Matthew Goodman</u>				
Phone:	<u>(515) 441-0460</u>	Email	<u>mg@fightingburrito.com</u>		

Classification Class B Beer (BB) (Includes Wine Coolers)

Term: 5 days

Effective Date: 10/15/2016

Expiration Date: 01/01/1900

Privileges:

Class B Beer (BB) (Includes Wine Coolers)

Outdoor Service

Status of Business

BusinessType:	<u>Limited Liability Company</u>				
Corporate ID Number:	<u>294974</u>	Federal Employer ID	<u>20-1213211</u>		

Ownership

Matthew Goodman

First Name: Matthew

Last Name: Goodman

City: Ames

State: Iowa

Zip: 50014

Position: President

% of Ownership: 100.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company:	<u>Founders Insurance Company</u>				
Policy Effective Date:	<u>10/15/2016</u>	Policy Expiration	<u>10/20/2016</u>		
Bond Effective	Dram Cancel Date:				
Outdoor Service Effective	Outdoor Service Expiration				
Temp Transfer Effective	Temp Transfer Expiration Date:				

COUNCIL ACTION FORM

SUBJECT: **MAIN STREET CULTURAL DISTRICT REQUESTS FOR
“MUSICWALK”**

BACKGROUND:

The Main Street Cultural District (MSCD) is planning to host its annual “MusicWalk” event on Thursday, September 29. In addition to the traditional arrangements for MusicWalk, the District will be working with Downtown food establishments to set up outdoor seating areas inside metered parking stalls adjacent to the establishments. MSCD staff has made the following requests of the City Council to help facilitate the MusicWalk festivities on Thursday, September 29:

- a. Blanket Temporary Obstruction Permit for MSCD sidewalks and Blanket Vending License for MSCD from 3:00 p.m. to 9:00 p.m.
- b. Waiver of fee for Blanket Vending License (\$50 loss to City Clerk’s Office)
- c. Use of City-owned electrical outlets and waiver of costs from 3:00 to 9:00 p.m. (approximately \$5 loss to Electric Fund)
- d. Waiver of parking meter fees and enforcement in the MSCD from 3:00 p.m. to 6:00 p.m. (maximum loss of \$353 to the Parking Fund)
- e. Closure of 10 parking spaces in the Main Street Cultural District from 3:00 p.m. to 9:00 p.m.

No alcohol service or consumption will be permitted in the temporary sidewalk cafes. The MSCD’s application for this event is attached.

ALTERNATIVES:

1. Approve the “MusicWalk” requests as submitted by the Main Street Cultural District, including a blanket Temporary Obstruction Permit and blanket Vending License for the Main Street Cultural District, use of electricity, closure of parking spaces, and waiver of parking meter fees, Vending License fee, and electricity use fee.
2. Approve the “MusicWalk” requests as submitted by the Main Street Cultural District, including a blanket Temporary Obstruction Permit and blanket Vending License for the Main Street Cultural District, use of electricity, closure of parking spaces, but require reimbursement for the parking meter fees, Vending License fee, and electricity use fee.
3. Do not approve the requests.

MANAGER'S RECOMMENDED ACTION:

This event provides Ames residents with another opportunity to enjoy family-oriented outdoor activities in the City's Downtown. Because of the City Council's goal of strengthening Downtown, this type of special event should be facilitated.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the "MusicWalk" requests as submitted by the Main Street Cultural District, including a blanket Temporary Obstruction Permit and blanket Vending License for the Main Street Cultural District, use of electricity, closure of parking spaces, and waiver of parking meter fees, Vending License fee, and electricity use fee.



August 23, 2016

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

RE: MusicWalk

Dear Honorable Mayor Campbell and City Council,

The Main Street Cultural District is planning to hold the annual MusicWalk event on Thursday, September 29th from 5:00-8:00 pm. Information about the event can be found on the Special Event Application we submitted. We would also request a waiver of fees for the Blanket Vendor Permit, electricity, and parking meters.

Thank you for your consideration of this request and continued support of the Main Street Cultural District. We look forward to seeing you on September 29th, in downtown Ames.

Sincerely,

Edana Delagardelle
Event Coordinator
Main Street Cultural District



SUMMARY OF EVENT

DESCRIPTION

Event Name 2016 Main Street Music Walk

Description The MusicWalk showcases downtown businesses on Main Street as well as local musicians. With downtown businesses featuring musicians, artists performing on the sidewalk and participating businesses offering a fall food selection, it will allow you to experience the many things Main Street has to offer! This event will be spread through the entire downtown district!

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

Anticipated Attendance Total 1,500 Per Day 1

DATE/TIME

Setup	Date <u>9/29/16</u>	Time <u>3:00 pm</u>	Day of Week <u>Thursday</u>
Event Starts	Date <u>9/29/16</u>	Time <u>5:00 pm</u>	Day of Week <u>Thursday</u>
Event Ends	Date <u>9/29/16</u>	Time <u>8:00 pm</u>	Day of Week <u>Thursday</u>
Teardown Complete	Date <u>9/29/16</u>	Time <u>9:00 pm</u>	Day of Week <u>Thursday</u>

Rain Date, if applicable _____

Rain Location, if applicable _____

LOCATION

Region

(Select one or more)

- Main Street Cultural District (Downtown)
- Campustown District
- Iowa State University Property
- City Parks
- Other (please explain)

Please note that events occurring in the Downtown, Campustown, in City parks, or on ISU property require prior approvals. A letter of support will be required from CAA if the event occurs in Campustown or from MSCD if the event occurs in Downtown. Please contact the appropriate office well in advance:

-
Downtown - Main Street Cultural District: (515) 233-3472
Campustown - Campustown Action Association: (515) 450-8771
Iowa State University - Events Authorization Committee: (515) 294-1437

events@amesdowntown.org
director@amescampustown.com
eventauthorization@iastate.edu

CONTACTS

Host Organization

Main Street Cultural District

Local Contact (Required)

Must be present during event

Name: Edana Delagardelle

Address: 304 Main Street

Telephone: (515) 233-3472

Cell phone: (515) 231-0697

Must be available by cell phone during event

Email: events@amesdowntown.org

At least ten business days prior to the event, Organizer must submit Emergency Contact List, including names and numbers of all coordinators, volunteers, and location assigned to each.

Yes No

Is this an annual event? How many years have you been holding this event? 10

Is this event open to the public?

Is your event being held in conjunction with another event (e.g. *Farmers' Market, 4th of July*, etc.)?

If yes, please list

COUNCIL ACTION FORM

**SUBJECT: ISU HOMECOMING CENTRAL COMMITTEE REQUESTS FOR
ISU HOMECOMING EVENTS**

BACKGROUND:

From October 23-29, the Homecoming Central Committee at Iowa State University is again planning to host its annual Homecoming activities. In addition to the traditional ExCYtement in the Streets lawn displays and mass campaniling on Friday, October 28, the Homecoming Central committee is introducing a downtown Homecoming parade as a kickoff to the activities, to be held Sunday, October 23.

HOMECOMING PARADE:

The Homecoming parade will take place beginning at 2:00 p.m. on October 23rd. Organizers participated in the planning and execution of the Ames 4th of July Parade in preparation for implementing a downtown Homecoming parade this fall. To ensure the parade is manageable in its first year, the number of entries will be capped at 70. Entries will be staged in City Hall Lot M, on Pearle Avenue, and on Main Street west of Clark Avenue.

The parade route will be similar to the route used for the 4th of July, but in reverse. To facilitate this event, closure of the following streets and parking lots is requested from noon to 4:00 p.m. on October 23rd:

- City Hall Parking Lot MM
- City Hall Parking Lot M
- Pearle Avenue
- Fifth Street from Grand Avenue to Douglas Avenue
- Main Street from Pearle Avenue to Douglas Avenue
- Clark Avenue, Burnett Avenue, and Douglas Avenue from Main Street to Fifth Street

Organizers have requested a Temporary Obstruction Permit, the closure of parking spaces along the route and waiver of parking enforcement from noon to 4:00 p.m. Sunday. Because the parade is on a Sunday, no parking meter revenue will be lost. Additionally, organizers have requested the use of electrical outlets in Tom Evans Plaza and a waiver of electricity fees (approximately \$2 loss to the Electric Fund).

CyRide will detour two transit routes from the parade area. The Police Department will provide a vehicle and Public Works will arrange for a street sweeper to clean the streets

at the conclusion of the parade. The Main Street Cultural District has provided a letter in support of the parade.

EX'CY'TEMENT IN THE STREETS:

ExCYtement in the Streets consists of two activities on Friday, October 28th: the Greek System lawn displays and fireworks on Central Campus in conjunction with Campaniling. The lawn displays will be exhibited between approximately 8:00 p.m. and 10:00 p.m. To facilitate this event, organizers are asking the City Council to approve the following requests:

- Closure of Sunset Drive from Ash Avenue to just west of the intersection with Beach Avenue
- Closure of Ash Avenue from Gable Lane to Knapp Street (Knapp and Gable will remain open)
- Closure of Gray Avenue from its intersection with Gable Lane to Greeley Street
- Closure of Pearson Avenue between Greeley Street and Sunset Drive
- Temporary Obstruction Permit for the closed areas as well as the Greek Triangle, which will be used for judging displays

Streets will be closed at approximately 7:30 p.m. and will be reopened by 10:30 p.m. On-street parking will also be prohibited on these streets from 7:00 p.m. on Thursday, October 27, to 10:30 p.m. on Friday, October 28.

Public Works will provide the barricades necessary for the street closures along with "No Parking" signs. Organizers will be responsible for staffing the barricades while they are in place. Organizers have indicated they will notify affected non-Greek residents by going door-to-door with information. A letter of support from the Campustown Action Association is attached.

Organizers also plan to hold the annual fireworks display on Central Campus as part of mass Campaniling. Therefore, a fireworks permit is requested for a ground effects fireworks display on Central Campus to begin at midnight (12:00 a.m.) on Friday night, October 28th.

In the past two years, concerns regarding noise from the fireworks component of this event were raised during the City Council discussion and approval. Event organizers were encouraged by City staff to consider alternatives to address the noise issues. Homecoming Central Committee staff has indicated to City staff that it has considered alternatives regarding the shoot time and the type of fireworks used, but wishes to proceed with conducting the fireworks shoot at midnight in the same manner as previous years.

Applications for these events and letters of support are attached.

ALTERNATIVES:

1. Approve the requests from the Homecoming Central Committee for:
 - a. The ISU Homecoming Parade on Sunday, October 23, including street and parking closures, a Temporary Obstruction Permit, use of City electricity and a waiver of fees as requested by event organizers above.
 - b. ExCYtement in the Streets on Friday, October 28th, including street and parking closures and a Temporary Obstruction Permit as requested by event organizers above.
 - c. A Fireworks Permit for a fireworks display on Central Campus at midnight on Friday night, October 28th.
2. Deny the requests.

MANAGER'S RECOMMENDED ACTION:

The homecoming Central Committee has a long track record of successfully hosting lawn displays as part of ExCYtement in the Streets. With the desire to expand the event to include a Homecoming Parade, City staff is satisfied that the planning and preparation undertaken by the organization will lead to a successful event. Both components of the Homecoming celebration have the support of the respective business district association (Main Street Cultural District and Campustown Action Association).

Homecoming Central Committee has indicated a desire to continue conducting a fireworks shoot on Central Campus at midnight as part of the celebration. Staff has been told that other options to address the fireworks concerns raised at previous City Council meetings were explored, but ultimately the organization wishes to proceed with a midnight fireworks display. Homecoming Central Committee staff has indicated that it has reached out to City Council Members individually to discuss the fireworks concerns. The City Council has been supportive of the fireworks display in the past and has given City staff no formal direction regarding the fireworks. City staff therefore assumes that the City Council continues to be supportive of the fireworks display.

Assuming the City Council continues to support the midnight fireworks display, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1a-c, thereby approving the requests for the ISU Homecoming Parade, ExCYtement in the Streets, and the midnight fireworks display as indicated above.



July 12, 2016

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

RE: 2016 ISU Homecoming Parade

Dear Honorable Mayor Campbell and City Council,

Iowa State University is planning to reinstate the Homecoming Parade this year on Sunday, October 23 at 2:00 pm. Further information can be found on the recently submitted Special Events Application. We would like to request a waiver of the electric fee.

Thank you for your consideration, and we hope to see you out at the parade.

Sincerely,

Courtney Durham

Assistant Director for Constituent Engagement

ISU Alumni Association



July 12, 2016

To whom it may concern,

The Main Street Cultural District fully supports the use of Main Street, in downtown Ames, for the Iowa State University Fall Homecoming Parade on the evening of October 23, 2016. We welcome this partnership with the university to make the community a better place for everyone. We are excited join students, athletes, parents, faculty and staff, and community members in cheering on our Iowa State University Cyclones 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 ISU Homecoming Parade

Description Reinstating the Homecoming Parade as an event to include the Ames community in celebrating the kick-off of Homecoming Week on Sunday, October 23, 2016.

- Event Category**
- | | |
|---|---|
| <input type="checkbox"/> Athletic/Recreation | <input type="checkbox"/> Concert/Performance |
| <input type="checkbox"/> Exhibits/Misc. | <input type="checkbox"/> Farmer/Outdoor Market |
| <input type="checkbox"/> Festival/Celebration | <input type="checkbox"/> Other (please explain) |
| <input checked="" type="checkbox"/> Parade/Procession/March | |

Anticipated Attendance Total 1,500 Per Day _____

DATE/TIME

Setup	Date <u>10/23/16</u>	Time <u>10:00 am</u>	Day of Week <u>Sunday</u>
Event Starts	Date <u>10/23/16</u>	Time <u>2:00 pm</u>	Day of Week <u>Sunday</u>
Event Ends	Date <u>10/23/16</u>	Time <u>3:00 pm</u>	Day of Week <u>Sunday</u>
Teardown Complete	Date <u>10/23/16</u>	Time <u>5:00 pm</u>	Day of Week <u>Sunday</u>

Rain Date, if applicable _____

Rain Location, if applicable _____

LOCATION

Region

(Select one or more)

- Main Street Cultural District (Downtown)
- Campustown District
- Iowa State University Property
- City Parks
- Other (please explain)

Please note that events occurring in the Downtown, Campustown, in City parks, or on ISU property require prior approvals. A letter of support will be required from CAA if the event occurs in Campustown or from MSCD if the event occurs in Downtown. Please contact the appropriate office well in advance:

Downtown - Main Street Cultural District: (515) 233-3472

events@amesdowntown.org

Campustown - Campustown Action Association: (515) 450-8771

director@amescampustown.com

Iowa State University - Events Authorization Committee: (515) 294-1437

eventauthorization@iastate.edu

CONTACTS

Host Organization

ISU Homecoming Central Committee

Local Contact (Required)

Must be present during event

Name: Courtney Durham

Address: 420 Beach Avenue, Ames, 50011

Telephone: (515) 294-2632

Cell phone: (816) 646-9487

Must be available by cell phone during event

Email:

At least ten business days prior to the event, Organizer must submit Emergency Contact List, including names and numbers of all coordinators, volunteers, and location assigned to each.

Yes No

Is this an annual event? How many years have you been holding this event? _____

Is this event open to the public?

Is your event being held in conjunction with another event (e.g. *Farmers' Market, 4th of July, etc.*)?

If yes, please list



campustown
action
association

Campustown Action Association
119 Stanton Ave, Suite 602
Ames, IA 50014

CAA is supportive of the ExCYtement in the Streets event. The Homecoming group is making every effort to inform the affected neighborhoods of the street closures and to keep any inconvenience to a minimum. We will be assisting them in this process through our contacts with the property management companies as well as the nearby Neighborhood Associations. The Friday evening hours are a good choice, and we don't foresee any issues. The committee is extremely invested in a successful series of events, and are willing to put in the hard work to see it through. I think this year's Homecoming week will be a great example of how the students and the Ames community really can work together.

Sincerely,

Karin Chitty
Executive Director



SUMMARY OF EVENT

DESCRIPTION

Event Name Iowa State University Homecoming 2016

Description A celebration of ISU traditions, homecoming takes place on campus, with events for students, faculty, staff and Ames community members between October 23-29th. This application is for the events taking place on Friday, October 29th for the general public, for ExCYtement in the Streets, taking part in Campustown, and fireworks on campus.

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

Anticipated Attendance Total 5,000 Per Day 5,000

DATE/TIME

Setup	Date <u>10/29/16</u>	Time <u>10:00 am</u>	Day of Week <u>Friday</u>
Event Starts	Date <u>10/29/16</u>	Time <u>8:00 pm</u>	Day of Week <u>Friday</u>
Event Ends	Date <u>10/29/16</u>	Time <u>10:00 pm</u>	Day of Week <u>Friday</u>
Teardown Complete	Date <u>10/31/16</u>	Time <u>10:00 am</u>	Day of Week <u>Friday</u>

Rain Date, if applicable _____
Rain Location, if applicable NA

LOCATION

Region

(Select one or more)

- Main Street Cultural District (Downtown)
- Campustown District
- Iowa State University Property
- City Parks
- Other (please explain)

Please note that events occurring in the Downtown, Campustown, in City parks, or on ISU property require prior approvals. A letter of support will be required from CAA if the event occurs in Campustown or from MSCD if the event occurs in Downtown. Please contact the appropriate office well in advance:

Downtown - Main Street Cultural District: (515) 233-3472

events@amesdowntown.org

Campustown - Campustown Action Association: (515) 450-8771

director@amescampustown.com

Iowa State University - Events Authorization Committee: (515) 294-1437

eventauthorization@iastate.edu

CONTACTS

Host Organization

ISU Alumni Assoc/Homecoming Central Committee

Local Contact (Required)

Must be present during event

Name: Courtney Durham

Address: 420 Beach Avenue

Telephone: (515) 294-2632

Cell phone: (816) 646-9487

Must be available by cell phone during event

Email: ccurrent@iastate.edu

At least ten business days prior to the event, Organizer must submit Emergency Contact List, including names and numbers of all coordinators, volunteers, and location assigned to each.

Yes No

Is this an annual event? How many years have you been holding this event? 104

Is this event open to the public?

Is your event being held in conjunction with another event (e.g. *Farmers' Market, 4th of July, etc.*)?

If yes, please list

COUNCIL ACTION FORM

**SUBJECT: ISSUANCE OF \$11,650,000 ESSENTIAL CORPORATE PURPOSE
GENERAL OBLIGATION AND REFUNDING BONDS SERIES 2016A**

BACKGROUND:

At the August 23, 2016 meeting, the City Council awarded sale of general obligation and corporate purpose and refunding bonds in amount not to exceed \$12,705,000. The winning bid included the purchase of bonds at a premium over the par value. The terms of the bond offering statement allow the City to re-size the bonds to reduce the par value of the bonds sold to receive the same amount of proceeds planned in the sale. Since additional proceeds are not needed, the City is exercising the option to re-size the issuance to a par value of \$11,650,000. Total proceeds received from the sale will be \$12,665,965.35 due to the premium price included in the winning bid. Council has already awarded sale, but a resolution is now needed to authorize issuance of the lower amount.

ALTERNATIVES:

1. The City Council can adopt a resolution authorizing the issuance of \$11,650,000 in Essential Corporate Purpose General Obligation and Refunding Bonds.
2. The Council can reject the bond issuance resolution and direct staff to resize the bond issuance to a different amount.

MANAGER'S RECOMMENDED ACTION:

Re-sizing this bond issuance provides the City with the proceeds needed to fund planned projects with the minimum amount of future debt service.

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

COUNCIL ACTION FORM

**SUBJECT: APPROVAL OF LOAN AGREEMENT FOR STATE REVOLVING FUND
CLEAN WATER DEBT IN AN AMOUNT NOT TO EXCEED \$797,000 FOR
LIFT STATION IMPROVEMENTS**

BACKGROUND:

The City's capital improvement plan includes a \$797,000 project to make significant improvements to two wastewater lift stations, referred to as the Orchard Drive Lift Station and the Highway 30 Lift Station. Both lift stations are nearing the end of their useful lives and are in need of upgrades to ensure safe, reliable, and efficient operation.

A State Revolving Fund (SRF) Clean Water Loan in the amount of \$797,000 was identified as the funding source for the lift station improvements. Repayment of the loan will be from wastewater utility revenues. A public hearing was held on August 9, 2016, and a Council resolution is now required to enter into the agreement and receive the funds for the project.

ALTERNATIVES:

1. The City Council can approve the State Revolving Fund Clean Water Loan agreement in an amount not to exceed \$797,000.
2. The Council can deny approval of the loan agreement and direct City staff to identify other sources to fund the project to improve the wastewater lift stations.

MANAGER'S RECOMMENDED ACTION:

Approval of this loan agreement will ensure that funding is available to carry out the wastewater lift station improvements 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.

COUNCIL ACTION FORM

SUBJECT: PUBLIC ART COMMISSION BUDGET CARRYOVER REQUEST

BACKGROUND:

The Public Art Commission (PAC) is seeking City Council approval to carry forward **\$14,523** in unspent funding from its 2015/16 budget allocation. The carryover funding would be used for two purposes.

Within its **Neighborhood Sculpture program**, the PAC would like to carry forward an unspent balance of **\$4,600**. The Commission notes that, with the increasing cost of purchasing sculptures from the Ames Annual Outdoor Sculpture Exhibition, it is not always possible to purchase three each year as has been done previously. Looking at the current exhibition, the Commission notes that the costs of those pieces are again relatively large. By carrying this balance over, the PAC would hope to be able to purchase three sculptures during the 2016/17 budget year.

From the original Neighborhood Sculpture funding of \$13,500 last year, the PAC purchased, installed and secured signage for two sculptures – one located at 30th and Hoover and the other located on Park Avenue by Brookridge. In addition, using 2014/15 funding that Council previously authorized to carry over to last year, the Commission purchased, installed and made signage for “Dog and Cat.” That sculpture is located at the Animal Shelter next to the road to the Hunziker Sports Complex where it is enjoyed by many citizens and visitors to Ames.

The **Art in the Parks program** traditionally has its unspent balance carried forward over several years to accumulate enough to fund the expense of an Art in the Parks project. These projects involve bringing in an artist to work with the community creating larger scale art that is typically more expensive. Previous sculptures include Patrick Dougherty’s “Restless by Nature” and Peter Irniq’s Inuksuk sculptures.

This past summer “Resonance” was installed in Tom Evans Park as a part of this ongoing program. Since that sculpture did not require all of the accumulated Art in the Parks appropriation, the Commission is asking to carry over the **\$9,923** unspent balance for future projects. The next projected Art in the Parks project is anticipated in Spring/Summer 2019.

Overall, the unspent ending balance from the PAC’s approved 2015/16 budget is \$29,543. Of that amount, PAC is requesting to carry over a total of **\$14,523** for these two programs.

ALTERNATIVES:

1. Approve the Public Art Commission's request to carry forward \$14,523 in unspent funding to the 2016/17 budget for its Neighborhood Art and Art in the Parks programs.
2. Deny this request and direct the Public Art Commission to address these needs by reprioritizing other programs within the approved 2016/17 budget.

MANAGER'S RECOMMENDED ACTION:

The requested funding has previously been appropriated for public art purposes, and both of these PAC programs will benefit from retaining these funds for future sculpture acquisitions.

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

COUNCIL ACTION FORM

SUBJECT: DETOUR AGREEMENT FOR BOONE COUNTY – RECONSTRUCTION OF X AVENUE

BACKGROUND:

Boone County has planned for reconstruction of X Avenue (“Napier Road”) south of Lincoln Way in the spring of 2017. Because of this work, a detour plan has been proposed that will route detour traffic through the City of Ames. South bound traffic will be detoured east along West Lincoln Way and south along South Dakota Avenue. Northbound traffic will follow a reverse pattern, north along South Dakota and west along West Lincoln Way.

Because this project is funded by the Iowa DOT and the detours use local City of Ames roadways, a detour agreement is required (see attached). **It is estimated that these closures/detours will extend from April 2017 through June 2017.** The traffic control and detour routes will be maintained by Boone County or their contractor during the detour period. Engineers from the City and Boone County will jointly inspect the routes to determine the existing condition of the roadway surface, base, shoulders, and structures prior to the detour. Upon completion of the work, Boone County will be responsible for restoring the roadways to at least the previous condition or making appropriate compensation to the City.

ALTERNATIVES:

1. Approve the X Avenue detour agreement with Boone County.
2. Do not execute the detour agreement, thus necessitating Boone County to redevelop alternate construction staging and traffic control plans.

MANAGER’S RECOMMENDED ACTION:

The attached detour maps depict the closures and the proposed detour routes. The proposed detours will allow Boone County to expedite construction activities while providing for the most effective management of traffic during the construction period. While public notification will be the responsibility of Boone County, the City will assist with public awareness efforts.

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

TRAFFIC CONTROL PLAN

X Ave. shall be closed to through traffic throughout the duration of the project. Traffic control shall be in accordance with TC-1, TC-252, TC-417, TC-419, and the traffic control detour on Sheet J.2. The outside, eastbound lane on Lincoln Way shall be closed according to TC-419. The US 30 westbound ramp to X Ave. shall be closed according to TC-417.

The Contractor shall notify the Engineer a minimum of 48 hours in advance of installation of signage prior to the start of construction.

The Contractor shall coordinate traffic control if there are other projects in the area.

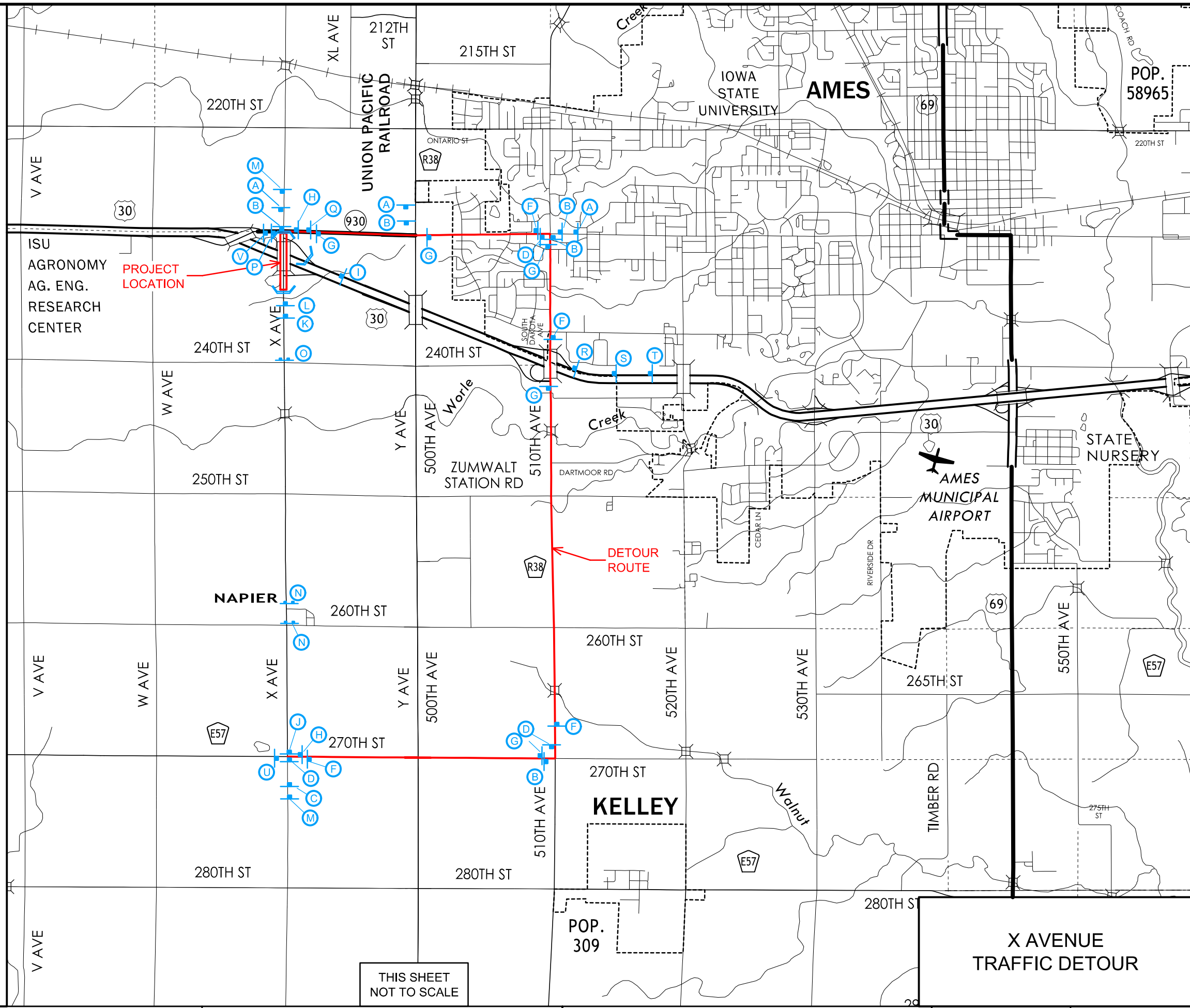
The location for storage of equipment and materials by the Contractor and sub-contractors shall be approved by the Engineer.

Proposed changes in the traffic control plan shall be approved by the Engineer prior to construction.

The traffic control signs shall be spaced 1000 feet apart on US 30, 500 feet apart in 55 mph zones, 350 feet apart in 45 mph zones, and 100 feet apart in 35 mph zones. Proposed sign spacing may be modified to meet existing field conditions or to prevent obstruction of the motorist's view of permanent signing or appropriate spacing as approved by the Engineer.

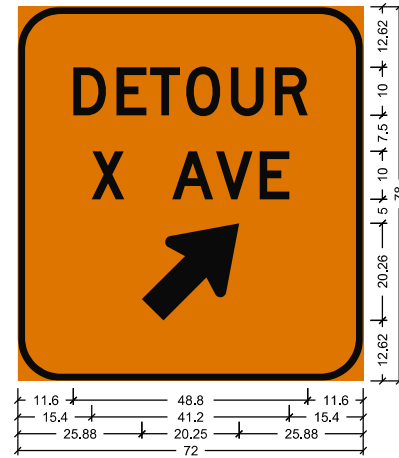
SIGN LEGEND

A M4-8 24" x 12" 24" x 12" 24" x 12" DETOUR X AVE ←	J W20-3 48" x 48" ROAD CLOSED 3 MILES	P R3-2R 24" x 24" NO RIGHT TURN
B M4-8 24" x 12" 24" x 12" 24" x 12" DETOUR X AVE ←	K W20-3 48" x 48" ROAD CLOSED 1000 FT	Q R3-2L 24" x 24" NO LEFT TURN
C M4-8 24" x 12" 24" x 12" 24" x 12" DETOUR X AVE →	L W20-3 48" x 48" ROAD CLOSED 500 FT	R DETOUR X AVE ↗
D M4-8 24" x 12" 24" x 12" 24" x 12" DETOUR X AVE →	M W20-2 48" x 48" DETOUR 1500 FT	S X AVE FOLLOW DETOUR R38
E M4-8 24" x 12" 24" x 12" 24" x 12" DETOUR X AVE ↑	N R11-3A 60" x 30" ROAD CLOSED 2 MILES AHEAD LOCAL TRAFFIC ONLY	T X AVE CLOSED 3 MILES AHEAD USE DETOUR
F M4-8 24" x 12" M3-1 24" x 12" 24" x 12" DETOUR NORTH X AVE	O R11-4 60" x 30" ROAD CLOSED THRU TRAFFIC	U M2-1 21" x 15" JCT
G M4-8 24" x 12" M3-3 24" x 12" 24" x 12" DETOUR SOUTH X AVE	V M2-1 21" x 15" JCT	M M4-8 24" x 12" M3-1 24" x 12" 24" x 12" DETOUR NORTH X AVE
H M4-8 24" x 12" 24" x 12" END DETOUR X AVE	W M2-1 21" x 15" JCT	M M4-8 24" x 12" M3-3 24" x 12" 24" x 12" DETOUR SOUTH X AVE
I E5-2a 48" x 36" EXIT CLOSED	X TRAFFIC SIGN	I TYPE III BARRICADE
	Y SAFETY CLOSURE	



THIS SHEET NOT TO SCALE

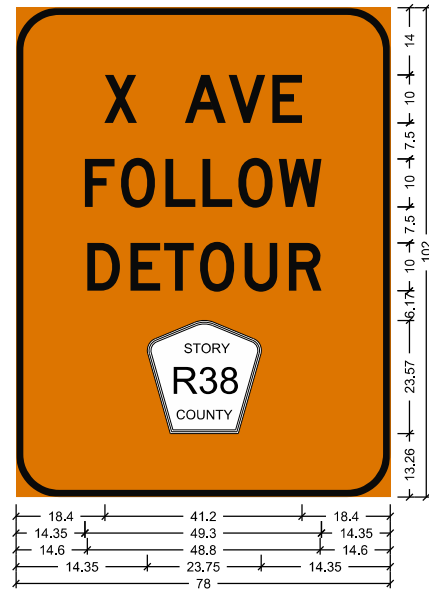
X AVENUE TRAFFIC DETOUR



9.00" Radius, 1.25" Border, 0.75" Indent, Black on Orange



9.00" Radius, 1.25" Border, 0.75" Indent, Black on Orange



9.00" Radius, 1.25" Border, 0.75" Indent, Black on Orange



AGREEMENT FOR DETOUR OF COUNTY ROUTE ONTO CITY STREETS

This Agreement is entered into by and between City of Ames, hereinafter known as the City; and

Boone County, hereinafter known as the County.

WHEREAS, the County has determined the necessity to temporarily close County Road X Ave.
from IA 930 (Lincoln Way) to approximately 2290 feet south of IA 930
for the purpose of construction, reconstruction, maintenance, natural disasters, or other emergencies; and

WHEREAS, it is necessary to provide a detour for the county road closure period; and

WHEREAS, the CITY agrees to permit the detour, more particularly described as follows:

On Iowa 930, a.k.a. County Road E41 and Lincoln Way in the City of Ames, east to South Dakota Ave.; then south on South Dakota Ave. a.k.a.
County Road R38 in Story County to County Road E57; then west on County Road E57 to X Ave.

; and

WHEREAS authorized representatives of both City and County shall jointly inspect the condition of the proposed detour; and

WHEREAS, the City will review, and inspect when necessary, the City-owned bridges on the detour route and determine the maximum vehicle weight (up to 156,000 pounds) that can be safely carried on these bridges. The City may choose to restrict detour traffic to only vehicles of legal weight or size.

WHEREAS, the County agrees to perform the following pre-detour maintenance, if any: N/A
; and

WHEREAS, the County agrees to maintain the detour and provide all traffic control devices required by the Manual on Uniform Traffic Control Devices (MUTCD), as adopted pursuant to 761 IAC 130, including the marking of no-passing zones during the period of the detour; and

WHEREAS, Prior to revocation of the detour, the County shall restore the City road to as nearly as possible as good condition as it was prior to its designation as a detour road, or adequately compensate the City for excessive traffic upon the City road during the period it was used as a detour road, in accordance with Section 313.28 or Section 313.29 of the Iowa Code and Iowa DOT Policy 600.05; and

WHEREAS, The detour period is estimated to begin April, 2017 and end June, 2017
(date) (date); and

WHEREAS, the parties agree to the following additional provisions, if any: N/A

NOW, THEREFORE, BE IT AGREED that the described road be used as a detour under stipulations outlined above.

IN WITNESS WHEREOF, The parties hereto have caused this agreement to be executed by proper officers thereunto duly authorized as of the dates below indicated.

City representative Date

Printed name and title of city representative

County representative Date

Printed name and title of county representative

COUNCIL ACTION FORM

SUBJECT: ENGINEERING SERVICES FOR STRUCTURAL REPAIRS AT WATER POLLUTION CONTROL FACILITY

BACKGROUND:

A comprehensive evaluation of the structural condition of the Water Pollution Control Facility (WPCF) buildings and structures was performed in 2012 by HDR Engineering. Based on that assessment, the facility is generally in overall good condition. However, the facility is more than 27 years old and is showing signs of age-related deterioration. As a part of the condition assessment, a schedule for structural rehabilitation was developed. The drivers for the schedule are the estimated remaining useful life in each structure and coordination with future improvements to the facility.

On March 8, 2016, a Request for Qualifications (RFQ) for engineering services was issued for structural services at the WPCF. The work that will be performed for this project will include a number of individual discreet tasks, including the possibility of some on-call services not yet defined. The intent of this RFQ was to select one firm to enter into a master agreement, with individual task orders being issued for each discrete task. On April 1, 2016, proposals were received from six firms in response to the RFQ. **After a thorough review of each firm's proposal, staff determined that HDR Engineering was the most qualified firm for the project.** Responding firms were asked to submit a fee schedule (hourly billing rates) for the staff they proposed to work on the project. City staff reviewed the fee schedule for HDR and determined it was reasonable and in line with the other firms that submitted on the work. A copy of the fee schedule provided by each firm responding to the RFQ is attached.

Because of the piece work nature of the project, staff proposes to enter into a Master Agreement with HDR that will include all of the narrative contractual terms of the agreement, and then issue individual Task Orders that would identify the technical scope of work and associated fee for each discrete task.

Staff and HDR have agreed on the scope of services for the initial Task Order 1 of the Agreement with HDR to include design, bid, and construction phase engineering services at a price not to exceed \$97,700. Task Order 1 includes engineering services to address the following items included in the FY 15/16 and FY 16/17 Capital Improvements Plan:

- FY 15/16 Repair of the precast and cast-in-place concrete deterioration (all but trickling filters); repair of the solids contact box slabs and sidewalks; address settlement at the Raw Water Pump Station;

repair perimeter curbs at the base of the digesters. Total authorized funding: \$786,000.

FY 16/17 Joint repairs at the sludge pumping building; clean and seal precast and cast-in-place concrete. Total authorized CIP funding: \$308,000.

Task Order 1 also includes \$2,010 to provide structural assistance on evaluating options for painting the digester lid which is part of the Digester Improvements CIP project. The overall CIP budget for tasks identified in Task Order 1 is a total of \$1,094,000, which includes \$119,000 for engineering and \$975,000 for construction. Task Order 1 does not include construction phase services. The level of construction oversight and assistance needed will be evaluated during the design process.

ALTERNATIVES:

1. a.) Approve the Master Agreement for engineering services with HDR Engineering, Inc. of West Des Moines, Iowa; and

b.) Approve Task Order 1 for design and bidding phase structural engineering services for the Water Pollution Control Facility in an amount not to exceed \$97,700.
2. Do not award an engineering contract for these services at this time.

MANAGER'S RECOMMENDED ACTION:

In order to preserve the significant investment in infrastructure at the Water Pollution Control Facility, periodic structural rehabilitation of buildings and structures is necessary. Because of the value and significance of the structures identified in this project, it is essential that rehabilitation be done prior to a structural failure. Staff has determined that HDR Engineering, Inc. will provide the best value to the City for engineering services needed to accomplish these projects.

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

Fee Schedule



Proper communication on any project starts with a well defined scope of services. Clear scope and communication will be especially critical for the portions of the project where the Owner desires to perform a portion of the engineering services themselves. Clear delineation will avoid duplication of efforts and allow our staff to work as an extension of yours.

HDR 2016 Rate Schedule:

Schedule of Billing Rates by Classification

CLASSIFICATION	HOURLY RATE
Project Principal	\$250-\$280
Project Manager	\$180-\$220
Senior Engineer/QC	\$200-\$220
Project Engineer	\$100-\$140
Civil Engineer	\$150-\$180
Process Engineer	\$150-\$180
Structural Engineer	\$120-\$150
Mechanical Engineer	\$120-\$150
Electrical Engineer	\$120-\$150
Instrumentation Engineer	\$120-\$150
Environmental Engineer	\$120-\$150
Architect	\$120-\$155
Senior CADD Technician	\$90-\$135
Junior CADD Technician	\$70-\$90
Administrative Assistant	\$50-\$80
Construction Observer	\$90-\$110
Operations Specialist	\$150-\$200

Reimbursable Expenses

- Auto mileage will be reimbursed on the basis of \$0.575 per mile, the current 2016 allowed IRS rate.
- Telephone, postage, and copy costs will be invoiced as actual costs incurred.
- Computer charges will be invoiced at a rate of \$3.70 for each labor hour, the current 2016 allocated rate.

Subconsultants

- Subconsultants will be reimbursed at invoice plus 5 percent markup.

Annual Adjustments

The Billing Rates and Reimbursable Expenses are effective as of January 1, 2016 and will be adjusted annually to reflect equitable changes in the compensation payable to Engineer.

Fee Proposal

HR Green is committed to an ongoing relationship with the City of Ames, to serve as an extension of the City's staff, and to assist with minor and major capital improvements projects. We propose an on-call services contract to cover ongoing day-to-day structural engineering services. For larger or more complex projects we can provide a stand-alone contract with a detailed scope of services, if requested.

In order to recognize the City's commitment to this ongoing relationship, we will provide a discounted rate to cover normal ongoing day-to-day engineering services.

HR Green will provide the first 20 hours of service every month at the following discounted rates:

- Project Manager @ \$140 / hour
- Structural Engineer @ \$100 / hour
- Technology Fee @ \$3 / hour

Our professional fees for minor and major capital projects and services beyond the 20 hours a month for day-to-day engineering services described above will be based on our standard billing rates, on a cost-plus with a maximum, or lump sum basis based on a finite detailed scope of services. Our standard billing rates are included as follows and are set to be competitive with market conditions and are adjusted on an annual basis.

There are many components to fees for professional engineering services. HR Green's philosophy is to provide the best engineering value to clients. Providing the best engineering value starts with a complete scope for the work and thoroughly evaluating the project options and selecting those that best fit with the Client's long term goals. Unless a client dictates differently, we are focused on the best sustainable life cycle cost solution to meet your project needs.

HR Green has a history of accurately estimating engineering fees and project construction costs to help reduce "surprises" at bid opening or with change orders for our clients. In fact, our change order history (less than 1%) is well below the industry average (4 to 6%). This means saving our clients a great deal of money during construction.

Below are client references where HR Green has provided on-call engineering services for three Grade IV wastewater treatment plants in Iowa. Please do not hesitate to contact these references to see how we can perform for the Ames WPCF. Note that for these three communities, HR Green's on-call services are not limited to structural engineering services.

Kam Reeves

WPCF Superintendent
City of Ottumwa, Iowa
641.683.0641
reevesk@ci.ottumwa.ia.us

Steve Anderson

District Director
Iowa Great Lakes Sanitary District
712.338.2626
iglsd@milfordcable.net

Rick Graves

WPCF Superintendent
City of Indianola, Iowa
515.961.9416
rgraves@cityofindianola.com



Stanley Consultants

HOURLY FEES AND CHARGES

Fiscal Year 2016-2017

I. Compensation for office-based personnel in the contiguous United States for time in the performance of the work shall be in accordance with the following Hourly Fees:

Classification	Hourly Fee	Classification	Hourly Fee	Classification	Hourly Fee
BC-1	38.00	BC-11	127.00	BC-21	244.00
BC-2	46.00	BC-12	140.00	BC-22	258.00
BC-3	55.00	BC-13	150.00	BC-23	273.00
BC-4	64.00	BC-14	161.00	BC-24	285.00
BC-5	72.00	BC-15	173.00	BC-25	300.00
BC-6	82.00	BC-16	184.00	BC-26	314.00
BC-7	90.00	BC-17	195.00	BC-27	328.00
BC-8	99.00	BC-18	207.00	BC-28	418.00
BC-9	108.00	BC-19	219.00		
BC-10	117.00	BC-20	232.00		

Travel time in the interest of the work and away from the assigned office, either local or intercity, will be charged in accordance with the foregoing schedule. When traveling by public carrier, the maximum charge will be eight hours per day.

II. Compensation for items of expense and other charges incurred in connection with the performance of the work shall be in accordance with the following schedule:

Automobile	\$0.65/mile
Automobile Assigned to Project Site	\$46.00/cal. day
Four-Wheel Drive Vehicles	\$0.80/mile
Four-Wheel Drive Vehicles Assigned to Project Site	\$56.00/cal. day
Ground Transportation (rental car, taxi, etc.)	At Cost Plus 10%
Air Travel (commercial and charter)	At Cost Plus 10%
Living Expenses (away from assigned office)	At Cost Plus 10%
Telephone and Facsimile	At Cost Plus 10%
Equipment Rental	At Cost Plus 10%
Laboratory Work	At Cost Plus 10%
Soils Testing and Analysis	At Cost Plus 10%
Outside Photographic Work	At Cost Plus 10%
Duplicating Work	(schedule supplied upon request)
Technical Testing and Surveying Equipment	(schedule supplied upon request)

III. Compensation for purchases, items of expense, and other charges not scheduled above, incurred in connection with the performance of the work, shall be at cost plus 10%.

IV. Interest at the rate of 1½% per month will be charged on invoices not paid within 30 days.

V. Charges are subject to revision on or after April 1, 2017.



PROPOSAL SUBMITTAL

Strand Associates, Inc.[®]
910 West Wingra Drive
Madison, WI 53715
(P) 608-251-4843
(F) 608-251-8655

SAMPLE

Task Order No. Year { }-No. { }
City of Ames (OWNER)
and Strand Associates, Inc.[®] (ENGINEER)
Pursuant to Technical Services Agreement dated _____, 20__

Project Information

Project Name: {Project Name}

Project Description: {Project Description}

Services Description: {Services Description}

Scope of Services

ENGINEER will provide the following services to OWNER:

1. {Appropriate Verbiage}
2. {Appropriate Verbiage}

Compensation

OWNER shall compensate ENGINEER for Services under this Task Order {a lump sum of \$ { } } {on an hourly rate basis plus expenses an estimated fee of \$ { } }.

The estimated fee for the Services is based on wage scale/hourly billing rates, adjusted annually on July 1, that assumes the Services will be completed as indicated. Should the completion time be extended, it may be cause for an adjustment in the estimated fee that reflects any wage scale adjustments made.

Hourly Billing Rates*

Principal Engineer	\$234 to \$414
Senior Project Manager	\$156 to \$214
Project Managers	\$ 82 to \$154
Project Engineers and Scientists	\$ 80 to \$ 99
Engineering Technicians and Draftspersons	\$ 34 to \$122
Office Production	\$ 82 Average

* Updated annually on July 1

Schedule

Services will begin upon execution of this Task Order, which is anticipated on Date { }. Services are scheduled for completion on Date { }.

Fee Schedule

Water Pollution Control Facility
Structural Engineering Services



<u>Team Member</u>	<u>Classification</u>	<u>Hourly Rate</u>
Forrest S. Aldrich	Engineer I-A	\$158
Larry Spellerberg	Engineer I-C	\$142
Gene Arnold	Engineer II	\$130
Mark Henderson	Engineer II	\$130
Engineer	Engineer IV	\$80
Cadd	Drafter I	\$87
Cadd	Drafter II	\$74
Cadd	Drafter III	\$70
Cadd	Drafter IV	\$66
Clerical	Clerical I	\$80
Clerical	Clerical II	\$56
Clerical	Clerical III	\$41

SHAPING THE HORIZON

whks**Fee Proposal and Sample Form of Agreement****2016 Fee Schedule**

Classification	Hourly Rate
Project Manager	\$121.00
Project Engineer	\$107.00
Land Surveyor	\$116.00
Design Engineer	\$ 86.00
*Survey Crew (2-Person)	\$199.00
*Engineering Technician	\$ 74.00

**Subject to overtime costs, if applicable*

Reimbursable expenses include mileage at current IRS reimbursement rate; actual cost of reproduction and printing; and actual out-of-pocket expenses such as field supplies, cost of recording documents, permit fees, etc.

When performing a service for the client, WHKS invoices the Client in increments of 0.5 hours of service.

Generally, inquiries over the phone are not billed to the client because we want our clients to feel free to call us at any time. Again, we feel communication is a critical factor in Client/Engineer relations.

Sample Form of Agreement

A sample form of agreement is attached. This follows a similar format that has been approved by the City of Ames legal staff for previous project contracts.

whks

COUNCIL ACTION FORM

SUBJECT: ENGINEERING SERVICES AGREEMENT FOR SANITARY SEWER SYSTEM EVALUATION – PLANNING AND DESIGN

BACKGROUND:

The ability of the sanitary sewer system to convey wastewater well into the future is dependent on the removal of the current large amount of infiltration and inflow (“I & I,” or I/I). This I/I in the system occurs during rain events. In order to minimize the need for costly expansions to the City’s Water Pollution Control (WPC) facility, as well as to convey flows from new development as the City grows, the City must work to reduce the overall I/I in the system.

A study was conducted of the entire sanitary sewer system. This comprehensive and systematic evaluation identified the defects that could contribute I/I across the entire, City-wide sanitary sewer system. It also involved prioritizing those defects and estimating rehabilitation costs so that repairs can be made as part of the annual Capital Improvements Plan (CIP).

This evaluation identified that there are over \$25 million worth system improvements needed. CIP projects for the sanitary sewer system are now based on the results of this evaluation. Projects include rehabilitation, such as the lining of existing mains or spray lining of existing structures, as well as complete removal and replacement of structures and sanitary sewer mains. These projects were funded in the CIP beginning in FY 2014/15. Funding will come from State Revolving Fund (SRF) loans in the amount of \$3,270,000 for each year with additional funding increases shown in the CIP. Repayment of the SRF loans will be from revenues generated in the Sanitary Sewer Fund.

A SRF Planning and Design Loan for \$375,000 was approved by City Council at the August 23, 2016 Council meeting. This loan was secured in order to hire a consultant to help determine the best action plan for implementation of system repairs, as well as for design services for the next two years of the projects.

Proposals for this work were received from two 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 rating information based on this evaluation:

Sanitary Sewer System Written Evaluation Proposal Ratings			
Firm	Score/100	Rank	Estimated Fee
WHKS & Co.	84	1	\$350,000
Veenstra & Kimm	78	2	\$375,000

WHKS & Co. scored the highest and has extensive experience in sanitary sewer rehabilitation methods. WHKS & Co. was also part of the team, with Veenstra & Kimm, on the first planning and design contract. This allowed them to develop significant knowledge of our sanitary sewer system and allowed staff to become familiar with their team structure.

ALTERNATIVES:

1. Approve the engineering services agreement for the Sanitary Sewer System Evaluation Planning and Design with WHKS & Company from Ames, Iowa, in an amount not to exceed \$350,000.
2. Direct staff to negotiate an engineering agreement with another consulting firm(s).
3. Direct staff to make changes to the project.

MANAGER’S RECOMMENDED ACTION:

Entering into the Engineering Services Agreement for the SRF Planning & Design agreement is the next step in the process of accomplishing the design of the prioritized repairs needed in our sanitary sewer system.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the engineering services agreement for the Sanitary Sewer System Evaluation Planning and Design with WHKS & Company from Ames, Iowa, in an amount not to exceed \$350,000.

COUNCIL ACTION FORM

SUBJECT: **ELECTRIC DISTRIBUTION AND ADMINISTRATION ROOF IMPROVEMENTS PROJECT**

BACKGROUND:

The Electric Distribution and Electric Administration building roofs are both over 20 years old. Due to their age and condition, both roofs are leaking and in need of replacement. To take advantage of economies of scale, these projects were combined into one bid package.

City staff contracted with Genesis Architectural Design to provide engineering services at a cost of \$25,000. Genesis has completed plans and specifications with a total estimated construction cost of \$352,300. In addition, construction inspection costs of \$6,600 are anticipated, bringing the **total project cost to \$383,900.**

This project is funded in the amount of \$350,000 from the 2014/15 Capital Improvements Plan and \$40,000 from the Electric Services operating budget. Because the season to complete this work is ending soon, the roofs will likely not be replaced until next calendar year. Due to active leaking in the Electric Distribution roof, it will be necessary to do some patching until the roof can be replaced. The temporary patching will be completed using operating budget funds.

ALTERNATIVES:

1. a) Approve plans and specifications for the Electric Distribution and Administration Roof Improvements Project and establish October 12, 2016, as the date of letting and October 25, 2016, as the date for report of bids.

b) Authorize project funding to be used for patching the Electric Distribution roof.

2. Do not approve this project.

MANAGER'S RECOMMENDED ACTION:

By replacing these two roofs, the City will eliminate ongoing repairs and the possibility of damage caused by leaks. The new roofs will have twenty year warranties.

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

COUNCIL ACTION FORM

SUBJECT: 2015/16 WATER SYSTEM IMPROVEMENTS PROGRAM #2 – WATER MAIN REPLACEMENT (SOUTH DUFF AVENUE)

BACKGROUND:

The Water System Improvements program provides for replacing water mains across the City. **The location for water main replacement with this project is South Duff Avenue from South 5th Street to Lincoln Way.** This location was selected to eliminate the existing 4” water main with intentions to upsize the main, thus meeting system capacity, fire protection and reliability needs for the water main in this location. Water services will be transferred from the existing main to the proposed main and the 4” main will be abandoned. This will eliminate the maintenance repairs and breaks experienced on the existing water main, which has exceeded its operational life expectancy and capacity.

Staff has completed plans and specifications for this contract with a total estimated construction cost of \$374,467. Engineering and construction administration costs are estimated at \$56,170, bringing **total estimated costs for this project to \$430,637.**

The 2015/16 Water System Improvements program includes funding and expenses as shown in the following table:

<i>Program Funding Summary</i>	Location				
	Program #1 (Country Club Blvd)	Program #2 (\$ Duff Ave)	15/16 Asphalt St Pvmt Imprv (Wellons Dr)	15/16 Concrete Pvmt Imprv (N 2nd St)	
2015/16 Water System Improvements Program					
Water Utility Fund - Total Funding	\$ 975,000				
Total Obligated Funding	\$ 916,600	\$ 211,000.00	\$ 431,000.00	\$ 186,600.00	\$ 88,000.00
<i>Program Expense Summary</i>					
Engineering (estimated)	\$ 108,002.45	\$ 27,498.53	\$ 56,170.05	\$ 24,333.87	\$ -
Construction (estimated)	\$ 807,966.30	\$ 183,323.50	\$ 374,467.00	\$ 162,225.80	\$ 87,950.00
Totals	\$ 915,968.75	\$ 210,822.03	\$ 430,637.05	\$ 186,559.67	\$ 87,950.00

ALTERNATIVES:

1. Approve the plans and specifications for the FY 2015/16 Water System Improvements Program #2 (South Duff Avenue project) and establish October 5, 2016, as the date of letting and October 13, 2016, as the date for report of bids.
2. Do not approve this project.

MANAGER'S RECOMMENDED ACTION:

Approving this project will make it possible to improve the reliability of the water system and to improve water quality for our citizens in this area. The locations for this program were selected to coordinate with street improvement projects scheduled in the same fiscal year that are also a high priority for water main replacement. By combining a street improvement project with a water main replacement project, the City typically sees a significant cost savings.

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

It should be noted City staff has coordinated project development with the Iowa Department of Transportation, since the project is located within their jurisdictional limits of U.S. Highway 69. Through plan development, both agencies have agreed to allow the closure of only one lane of traffic at any one time during the day or night excluding morning and afternoon peak traffic times. Additionally, no lane closure will be allowed during any Iowa State University or City of Ames special events which may generate larger volumes of traffic on this corridor. Should the contract be awarded, the contractor will be allowed to begin work as early as this fall with a completion date of June 30, 2017. Although there is a large window of time to complete this project, it is estimated once a contractor does begin the project, work will be completed in 4-6 weeks (weather pending).

COUNCIL ACTION FORM

SUBJECT: FIRE RETARDANT UNIFORM RENTAL CONTRACT FOR ELECTRIC SERVICES

BACKGROUND:

The City provides Fire Retardant (FR) work uniforms for Electric Services staff as an important safety measure. These uniforms are secured through a clothing rental agreement, which includes rental and laundering of FR uniform shirts and jeans. A core element of the services is to comply with the latest safety standards as stated in the 2012 National Electrical Safety Code (NESC).

A Request for Proposal (RFP) was issued to thirty uniform companies with responses received from three firms. A committee comprised of City staff members evaluated and ranked the proposals. Each proposal was evaluated based on the following criteria: Meeting the technical specifications (safety standards, laundering, measuring, embroidering, repairs, replacement of clothing), performance on prior City contracts, responses from references, ability to meet delivery schedule times including management of the inventory, and overall cost of the service. Per the proposal scoring, each criterion was weighted and given a score based on a scale of 1 to 5. The overall average scores, with a maximum possible of 100, were as follows:

Company	Overall Average Points	Rank	Fee Proposal (36-months)
Cintas Corporation, Grimes, IA	84.76	1	\$68,684
Phelps, Muscatine, IA	67.86	2	\$73,143
G & K Services, Des Moines, IA	54.67	3	\$37,830

The three bidders each provided a brief description of their service representative's responsibilities and availability, uniform laundering process; process for measuring, repairing and replacing uniforms; and inventory control to maintain FR quality assurance. The RFP required a one year contract with four optional 12-month renewals. However, Cintas Corporation offered a 36-month term with two one-year renewals. It is critical to day-to-day operations to ensure the Electric Services Department maintains and complies with the latest safety standards as stated in the 2012 NESC code. Under a 36-month contract with Cintas Corporation, the FR Rental Uniform Services would allow the service to continue on an annual basis without the disruption of service annually.

Each of the three firms' proposals demonstrated experience in FR Rental Uniform programs. Through the evaluation process, Cintas Corporation provided documentation and samples of their tracking program which exceeded the other vendors. Cintas provides a tracking program which scored above the other Companies based on our criteria to comply with the latest safety standards as stated in the 2012 NESC code. Vendor references provided excellent responses to Cintas Corporation in customer service, delivery, invoicing, and response times.

The pricing component of the analysis is skewed to some respect, since G&K Services is currently the City's provider of FR Rental Uniforms. Unlike the other Vendors, G&K Services has already made the initial investment of uniform sets for each employee to start the program. Both Cintas and Phelps have insurance on their garments, weekly service charges, and start-up costs factored in with changing to a new contracted vendor for uniforms. G&K Services does not. **G&K Services has held the contract for the past five years and has not performed to several of the standards specifically stated in the contract.**

Based on the objective scoring and a unanimous decision by the evaluation team, it is recommended that this contract be awarded to Cintas Corporation. The evaluation team ranked Cintas highest due to their responses from references, their ability to meet delivery schedule, and their management of inventory for the City's FR Rental Uniform services.

Funding for FR clothing is available in the FY 16/17 budget, which has \$29,500 approved. While the contract is for 3 years, the agreement contains language that allows the City to cancel the contract if funds for this service are not appropriated by the Council each year.

ALTERNATIVES:

1. Approve the 36-month contract with Cintas Corporation, Grimes, IA, for FR Uniform services for the Electric Services department in the amount of \$68,684.
2. Direct the staff to negotiate a contract for FR Uniform services with one of the other companies that submitted a proposal to the City.
3. Do not award contract a Fire Retardant Rental Uniform Contract.

MANAGER'S RECOMMENDED ACTION:

Performance under the current contract with G&K Clothing has not been satisfactory. Since this RFP was not a public improvement project, the City Council has latitude to award the bid to any of the bidders. After evaluating the scope of services offered by each firm, Cintas Corporation of Grimes, Iowa, was identified as providing the best value for services received under the contract. The 36-month contract offers the technology to manage the inventory and assure compliance with appropriate safety requirements for Electric Services.

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

COUNCIL ACTION FORM

SUBJECT: POWER PLANT UNIT #8 FEEDWATER PUMP INSPECTION AND REPAIR

BACKGROUND:

Feedwater pumps are required for operation of the Power Plant, as they are the primary pumps used to pump water through the boiler for conversion to steam to drive the plant turbine. The work in this project includes furnishing all services, equipment, materials, labor, supervision and management necessary for a contractor to disassemble, document as-found conditions, repair or replace components, reassemble, document as-repaired conditions, and return the Unit 8 feedwater pump to the City.

Bid documents were issued to nineteen companies. The bid was also advertised on the Current Bid Opportunities section of the Purchasing webpage and was sent out to one plan room.

On August 24, 2016, five bids were received as shown on the attached report. Staff reviewed the bids and concluded that the apparent low bid is acceptable. That bid was submitted by Superior Industrial Equipment, Grimes, IA in the amount of \$91,199.70. When Iowa sales tax for materials is added, the total contract will be \$92,559.96.

The engineer's estimate for this project is \$102,000. The approved FY 2016/17 operating budget for Unit #8 Auxiliary Equipment contains \$123,000 which will be utilized to cover this project.

ALTERNATIVES:

1. Award a contract to Superior Industrial Equipment, Grimes, IA, for the Unit 8 Feedwater Pump Inspection and Repair in the amount of \$92,559.96 (inclusive of Iowa sales tax).
2. Reject all bids, which will delay this repair.

MANAGER'S RECOMMENDED ACTION:

This project is crucial because boiler feed pump reliability is necessary for plant operation. The loss of a boiler feed pump would result in reduced unit capacity or unit shutdown for an extended period of time.

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



**INVITATION TO BID NO. 2017-016 UNIT 8 FEEDWATER PUMP INSPECTION
AND REPAIR BID SUMMARY**

BIDDER	LUMP SUM COST	SALES AND/OR USE TAXES INC.	ADDER 1*	ADDER 2*	EVALUATED COST**
Superior Industrial Equipment Grimes, IA	\$62,670.96	\$1,360.26	\$15,889.00	\$14,000.00	\$91,199.70
Rotating Equipment Repair Sussex, WI	\$98,037.00	Not licensed			\$98,037.00
Sulzer Rotating Equipment Services / Sulzer Pump Services (US) Inc. Joliet, IL	\$122,079.00	Not licensed			\$122,079.00
HydroAire Service, Inc Chicago, IL	\$135,779.85	\$1,344.35			\$134,435.50
Pumping Solutions, Inc Blue Island, IL	\$154,756.00	\$10,124.00			\$144,632.00

* Superior Industrial Equipment's adders were included as part of the addenda and work scope specified in the bidding document. Instead of revising their bid Superior Industrial Equipment included the additional work cost as adders.

** Evaluated Cost is less all applicable Iowa sales tax since two bidders are not licensed to collect.

COUNCIL ACTION FORM

SUBJECT: 161KV ELECTRIC LINE RELOCATION PROJECT REIMBURSEMENT AGREEMENTS FOR IOWA DOT I-35/US 30 IMPROVEMENTS

BACKGROUND:

This item relates to two construction reimbursement agreements that provide for the Iowa Department of Transportation (DOT) to reimburse the City for all construction expenses involved with the relocation of City electric lines to facilitate the Iowa DOT's upcoming expansion project on I-35 and US 30.

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.

The Iowa Department of Transportation (IDOT) is preparing to make improvements to Interstate 35 in the vicinity of Highway 30 (US 30) and the Skunk River. This will require the relocation of approximately one-half mile of Ames' 161kV electric transmission line which is located along the east side of the Interstate. **The IDOT has agreed to reimburse the City for all of the costs associated with the relocation of its transmission line.**

Skunk River Project

This agreement has a total estimated cost of \$763,928.00. The agreement language says that Iowa DOT will reimburse up to 125% of the estimated cost, which should cover any change orders. If there are change orders that exceed 125% of the estimated cost, a request would have to be sent to the Iowa DOT to approve payment.

I-35/Hwy 30 Project

This agreement has the estimated cost at \$321,337. It also contains the 125% language, and says that the DOT will reimburse the City up to 125% of this figure. Again, costs above 125% must be submitted to the Iowa DOT for their approval.

This agreement also has language regarding a small section of distribution line that must also be relocated, but will not be 100% reimbursable. The exception is for the underground service line at South Dayton Place which serves the City's lighted entryway structures. A portion (80%) of this service is currently within Iowa DOT's existing right of way, which is why Iowa DOT is reimbursing a 20% share of that specific expense. That amounts to roughly \$5,500 that will not be reimbursed.

Reimbursement agreements for the engineering expenses associated with these two project areas were previously approved by City Council. The Iowa DOT has already completed the acquisition and recording of the necessary replacement easements for this relocation.

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. In another item on this agenda, staff is recommending award of a construction contract to relocate a portion of Ames' 161kV Transmission Line in these two locations, referred to as the **Skunk River project** area and the **I-35/Hwy 30 project** area.

ALTERNATIVES:

1. Approve the two reimbursement agreements with the Iowa Department of Transportation for the construction expenses associated with the relocation of the electric transmission line.
2. Do not approve the Reimbursement Agreements with Iowa DOT and delay the award of contract under a separate item at this same Council meeting.

MANAGER'S RECOMMENDED ACTION:

The relocation of this transmission line is necessary to allow the Iowa DOT to make necessary improvements to the Interstate 35/ US-30 interchange. It is anticipated that all City costs will be reimbursed by the IDOT. Approval of the recommended action will allow the City to move forward with the relocation project to accommodate IDOT's improvement plans and schedule.

The City Council should understand there is some risk involved with these agreements, since the language requires IDOT only to reimburse the City up to 125% of the estimated costs of these two relocation projects. However, since the City's Electric Engineering staff believes that a 25% contingency should be sufficient to cover any unexpected change orders associated with these projects, it is the recommendation of the City Manager that the City Council adopt Alternatives 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.

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 construction bid with the goal of getting better bids, 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:

Bidder	I-35/Hwy 30 Bid	Skunk River Bid	Bid Total
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

Electric Services staff reviewed the bids with an engineer from the City's consulting engineer, DGR. They concluded that the apparent low bid submitted by Hooper Corporation, Madison, WI, in the amount of \$995,032.43 (inclusive of applicable sales tax) is acceptable.

The engineer's estimate for both projects was \$870,000.

All engineering and construction expenses for both relocation projects will be reimbursed by IDOT. **Two separate IDOT construction reimbursement agreements are being brought to Council for approval elsewhere on this agenda, one for each project, with specific estimated construction costs.**

At the time the FY 2015/16 Capital Improvements Plan was approved, \$800,000 was included for engineering and construction for only one project, Skunk River, entitled the "161 kV Line Relocation" project. Since that time, the IDOT has requested that the second section of line also be relocated. Given that the cost for the engineering for both projects equaled \$140,000, \$660,000 remains available in the budget for the construction work on both projects.

While no funds were budgeted for the I-35/Hwy 30 relocation segment, the IDOT staff has committed to reimburse the City for both projects. **The City budget will be amended later to accommodate the addition of the second location.**

ALTERNATIVES:

1. Award a contract to Hooper Corporation, Madison, WI, for the Ames Plant to NE Ankeny 161 kV Transmission Line Iowa DOT Relocation in the amount of \$995,032.43.
2. Award a contract to one of the other bidders.
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.

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

COUNCIL ACTION FORM

SUBJECT: **ARTICULATED BUS PURCHASE CHANGE ORDER**

BACKGROUND:

On February 24, 2015, the City Council approved the purchase of four, 60-foot articulated buses in an amount not to exceed \$3,000,000. A Federal Transit Administration (FTA) “Ladders of Opportunity” Grant provided funding for this bus purchase. The buses were awarded to NOVA Bus, located in Plattsburgh, New York, based on a competitive bid completed in Austin, Texas, which included available options for other transit systems to utilize.

On May 28, 2015, a purchase order was issued for the bus purchase at the actual quoted unit cost per bus to CyRide of \$696,560, bringing the total purchase price for four buses to \$2,786,240. This unit cost was based on preliminary bus specifications and did not take into account the purchase of extended component warranties, spare parts, and tooling allowed under grant guidelines. Since that time, these additional components have been identified as financially beneficial for CyRide to purchase in conjunction with the manufacture of the buses. These purchases can be accommodated within the original budgeted amount.

The last articulated bus was delivered on August 22, 2016 and CyRide was invoiced for the final cost of the buses, including the additional components, at a cost of \$711,991 per bus (\$2,847,964 total). The difference between the purchase order amount of \$2,786,240 and the final invoiced amount of \$2,847,964 is \$61,724. The City’s Purchasing Policies require the City Council to approve any contract change orders for amounts over \$50,000.

The table below details the articulated bus purchase:

Funds Available		Dollars
Federal Funds (#IA-04-0132)		\$ 2,550,000
Local		\$ 450,000
Total Available		\$ 3,000,000
Bus Cost		Unit Cost
		Total
May 28, 2015 Base Price	\$696,560	\$2,786,240
Ames Selected Options – Delete from Base Price	\$ - 6,769	
Extended Engine Warranty	\$ 8,114	
Spare Parts	\$ 5,721	
Diagnostic Tools & Equipment	\$ 8,365	
Total	\$711,991	\$2,847,964
Total Change Order Amount		\$ 61,724

ALTERNATIVES:

1. Approve the total contract change order amount of \$61,724 and allow a lump sum payment of \$2,847,964 to Nova Bus of Plattsburgh, NY for the purchase of four articulated buses.
2. Reject Alternative #1 and direct staff to modify the project to reflect City Council priorities.

MANAGER'S RECOMMENDED ACTION:

Alternative No. 1 will allow CyRide to complete the purchase of four articulated buses as received from the manufacturer.

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

COUNCIL ACTION FORM

**SUBJECT: GEOTUBE BAGS FOR POWER PLANT ASH POND – CHANGE
ORDER NO. 4**

BACKGROUND:

In an effort comply with EPA Coal Combustion Residue (CCR) regulations published in the Federal Register, the Power Plant inactivated its ash pond which formerly stored boiler bottom ash. As an alternative to sending ash to the pond to be stored, boiler bottom ash is now being collected in geotube filter bags for disposal at the landfill. By discontinuing the use of the Ash Pond, staff understood that the City would be exempt from future ash pond maintenance and environmental monitoring requirements imposed by the new regulations.

Since that time, the EPA has proposed changes to the CCR regulation that would add additional responsibilities to the owners of existing ash ponds. That proposal is currently being reviewed by the federal District Court in Washington, DC. That proposal would allow the re-use of the City's ash pond for ash, including refuse derived fuel (RDF) ash. If these changes are approved by the Court and adopted by the EPA, the City would be able to re-use part of the ash pond for RDF ash disposal, and the ongoing purchase of geotube bags would no longer be necessary.

On November 10, 2015, the City Council waived the purchasing policy requirement for competitive bidding for these bags and awarded a contract to Geo-Synthetics LLC, Waukesha, WI, in the amount of \$193,803.75 (inclusive of Iowa sales tax). This was for the purchase of 525 bags priced at \$345 each.

Since that time three change orders have been issued to acquire additional bags. Seven hundred more bags are now needed to continue ash disposal operations for up to an additional six months while the City awaits EPA confirmation on a decision regarding the future use of the ash ponds and staff determines the next course of action.

The following three change orders have previously been issued for this purchase:

- Change Order No. 1 for \$38,015 was for the purchase of up to an additional 100 bags.
- Change Order No. 2 for \$113,595 was for the purchase of up to an additional 300 bags.
- Change Order No. 3 for \$22,799 was for the purchase of up to an additional 60 bags.

The total cost of all previous change orders was \$174,409. The action being requested now is to approve Change Order #4, which will add an additional \$264,880 to this contract for up to 700 additional bags, bringing the total contract amount to \$633,092.75.

Electric Services had a savings in the Power Plant's FY 15/16 operational budget that can be carried forward into the FY 16/17 budget to cover the added expense for these bags.

ALTERNATIVES:

1. Approve Change Order No. 4 to Geo-Synthetics LLC, Waukesha, WI, in the amount of \$264,880 (inclusive of Iowa sales tax) for the purchase of up to an additional 700 geotube bags for Power Plant Ash Pond. This will bring the total contract amount to an amount not-to-exceed \$633,092.75.
2. Reject Change Order No. 4. This option will prevent the City from burning RDF until a suitable alternative for handling the ash is found.

MANAGER'S RECOMMENDED ACTION:

Purchase of additional geotube bags is critical since they are used to capture bottom ash from the Power Plant boilers. This fourth change order should provide enough bags until a final ruling is received from the EPA and the court.

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

COUNCIL ACTION FORM

**SUBJECT: 2014/15 SEAL COAT STREET PAVEMENT IMPROVEMENTS
(DOUGLAS AVENUE, 17TH STREET, MAXWELL AVENUE, MELROSE
AVENUE, DURRELL CIRCLE)**

BACKGROUND:

This is an annual program for removal of accumulated seal coat from streets with asphalt surface. This program restores surface texture, corrects structural deficiencies, removes built-up seal coat, and prevents deterioration of various streets. Built-up seal coat on streets causes excessive crown, which results in vehicles dragging at driveway entrances. This resurfacing process results in better riding surfaces, increased safety with improved surface texture, and increased life expectancy of streets. Complete removal of this built-up seal coat allows for repair to curbs and gutters and placement of 4" of asphalt surface.

The locations for seal coat removal and reconstruction in this program were Douglas Avenue (16th Street to O'Neil Drive), 17th Street (Douglas Avenue to cul-de-sac), Maxwell Avenue (East 13th Street to East 16th Street), Melrose Avenue (Hunziker Avenue to 24th Street), and Durrell Circle (Wilson Avenue to cul-de-sac). Work included curb and gutter spot repairs, pedestrian ramp reconstruction, sewer manhole replacement, storm sewer intake repairs, removal of the existing street surface, and placement of new asphalt pavement.

On June 9, 2015, City Council awarded this project to Manatt's Inc. of Ames, Iowa in the amount of \$749,019.84. Two change orders were administratively approved by staff. Change Order No. 1 in the amount of \$2,750 was for a drop connection in a sanitary sewer manhole. Change Order No. 2, a deduction in the amount of \$25,379.33, was the balancing change order which reflected actual quantities installed in the field. **Construction was completed in the amount of \$726,390.51.**

The 2014/15 Seal Coat Street Improvements program includes funding and expenses as shown in the following table:

Program Funding Summary

2014/15 Seal Coat Street Pavement Improvements	
Road Use Tax fund	\$ 650,000
2012/13 Asphalt/Seal Coat Street Pavement Improvements	
Road Use Tax fund	\$ 185,350
Totals	\$ 835,350

Program Expense Summary

Engineering (actual)	\$ 108,958.58
Construction (actual)	\$ 726,390.51
Totals	\$ 835,349.09

ALTERNATIVES:

1. Accept the 2014/15 Seal Coat Street Pavement Improvements (Douglas Avenue, 17th Street, Maxwell Avenue, Melrose Avenue, Durrell Circle) as completed by Manatt's, Inc., of Ames, Iowa, in the amount of \$726,390.51.
2. Direct staff to pursue modifications to the project.

MANAGER'S RECOMMENDED ACTION:

This project was completed in accordance with the approved plans and specifications and is within the approved budget.

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

COUNCIL ACTION FORM

**SUBJECT: 2013/14 ASPHALT/SEAL COAT STREET REHABILITATION
PROGRAM #2 (ASHMORE DRIVE, ASHMORE CIRCLE, ASHMORE
COURT & SOUTH FRANKLIN AVENUE)**

BACKGROUND:

This annual program is for removal of built-up seal coat from streets with asphalt surface, as well as asphalt resurfacing of various streets. This program restores surface texture, corrects structural deficiencies, removes built-up seal coat, and prevents deterioration of various streets. Built-up seal coat on streets causes excessive crown, which results in vehicles dragging at driveway entrances. Complete removal of this built-up seal coat allows for repairs to curbs and gutters and placement of a new asphalt surface. This resurfacing process results in better riding surfaces, increased safety with improved surface texture, and increased life expectancy of streets.

The locations for seal coat removal and reconstruction under this contract were **Ashmore Avenue (Ash Avenue to Beach Avenue), Ashmore Court, Ashmore Circle and South Franklin Avenue (Tripp Street to Coy Street)**. Work included minor curb and gutter spot repairs, pedestrian ramp reconstruction, sewer repairs, removal of the existing street surface, and placement of new asphalt pavement.

On April 28, 2015, City Council awarded this project to Manatt's Inc. of Ames, Iowa in the amount of \$591,484.85. This final action is approving Change Order No. 1, an increase in the amount of \$99,168.77, and final acceptance of this project.

The additional work associated with Change Order No. 1 included complete removal and replacement of the curb and gutter on Ashmore Circle. The existing gutter pan was overlaid with asphalt, thus the condition was unknown until the contractor removed this layer of asphalt, exposing a significantly deteriorated curb and gutter where replacement was the best option to ensure proper drainage and life of the new pavement. By replacing all of the curb and gutter on Ashmore Circle, this treatment addressed and corrected several drainage issues received from adjacent property owners. In addition, this change order also includes a segment of Ashmore Drive which required over-excavation of the subgrade due to poor soil conditions which did not meet the strength required for the new pavement. By over-excavating the soil in this section, the depth of pavement placed was increased, thus increasing the total asphalt tonnage used on the project. Change Order No. 1 is the balancing change order which reflects actual quantities installed in the field. **Construction was completed in the amount of \$690,653.61.**

The 2013/14 Asphalt/Seal Coat Street Rehabilitation Program funding and expenses are shown in the following table:

		Program #1	Program #2
<i>Program Funding Summary</i>		S Franklin Ave (north of Tripp St); Tripp St; Village Dr	S Franklin Ave (Tripp St to Coy St); Ashmore Dr; Ashmore Cir; Ashmore Ct
2013/14 Asphalt/Seal Coat Street Rehabilitation Program			
G.O. Bonds	\$ 470,000	\$ 92,939.00	\$ 377,061.00
Road Use Tax fund	\$ 650,000	\$ 92,939.00	\$ 557,061.00
Totals	\$ 1,120,000	\$ 185,878.00	\$ 934,122.00
<i>Program Expense Summary</i>			
Engineering (actual)	\$ 131,479.74	\$ 27,881.70	\$ 103,598.04
Construction (actual)	\$ 876,531.61	\$ 185,878.00	\$ 690,653.61
Totals	\$ 1,008,011.35	\$ 213,759.70	\$ 794,251.65

ALTERNATIVES:

1. a. Approve Change Order No. 1, an increase in the amount of \$99,168.77, for the 2013/14 Asphalt/Seal Coat Street Rehabilitation Program #2 (Ashmore Drive, Ashmore Circle, Ashmore Court & South Franklin Avenue)
- b. Accept the 2013/14 Asphalt/Seal Coat Street Rehabilitation Program #2 (Ashmore Drive, Ashmore Circle, Ashmore Court & South Franklin Avenue) as completed by Manatt’s, Inc., of Ames, Iowa, in the amount of \$690,653.61.
2. Direct staff to pursue modifications to the project.

MANAGER’S RECOMMENDED ACTION:

This project was completed in accordance with the approved plans and specifications and is within the approved budget.

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

COUNCIL ACTION FORM

**SUBJECT: 2014/15 ASPHALT STREET PAVEMENT IMPROVEMENTS
(FERNDALE AVENUE, COY STREET) & 2014/15 WATER SYSTEM
IMPROVEMENTS – WATER MAIN REPLACEMENT (COY STREET,
SOUTH FRANKLIN AVENUE)**

BACKGROUND:

The Asphalt Street Pavement Improvements program is for reconstruction and resurfacing (rehabilitation) of asphalt streets that are typically located in residential neighborhoods. Streets within residential subdivisions were installed using full-depth asphalt pavement since mid-1970. Full-depth replacement of these streets has become necessary due to structural pavement failure. Rehabilitation of existing asphalt streets is possible where the base asphalt layer is solid, but the surface course has failed. This program was created to support City Council's goal of strengthening our local neighborhoods.

The locations for this street project were Ferndale Avenue (24th Street to 30th Street) and Coy Street (South Franklin Avenue west to the end of the street).

The Water System Improvements program provides for replacing water mains in areas that experience rusty water problems. It also provides for installing larger distribution mains in areas that have a high concentration of 4" supply lines, transferring water services from 4" water mains in streets where larger water mains exist, and abandoning 4" water mains. Eliminating duplicate water mains, where possible, improves water flow and helps reduce rusty water. Installing larger distribution lines in areas that have a high concentration of 4" supply lines and less than desirable fire-fighting capacity (predominantly in the older areas of the community) provides larger supply quantities in relation to the current and proposed land uses, in accordance with the Land Use Policy Plan.

The locations for water main replacement with this project were South Franklin Avenue (Tripp Street to Coy Street) and Coy Street (South Franklin Avenue west to the end of the street).

On December 9, 2014, City Council awarded this project to Manatt's Inc. of Ames, Iowa in the amount of \$1,217,069.78. Two change orders were administratively approved by staff. Change Order No. 1 in the amount of \$12,138.75 was for additional interior plumbing associated with bringing two water service lines up to current plumbing code, two 12" hydrant extensions, and the addition of geogrid fabric for subgrade stabilization. Change Order No. 2, a deduction in the amount of \$7,024.88, was the balancing

change order which reflected actual quantities installed in the field. **Construction was completed in the amount of \$1,222,183.65.**

The 2014/15 Asphalt Street Pavement Improvements and 2014/15 Water System Improvements program includes funding and expenses as shown in the following table:

Program Funding Summary

2014/15 Asphalt Street Pavement Improvements		
	G.O. Bonds	\$ 1,250,000
2014/15 Water System Improvements		
	Water Utility Fund	\$ 295,138
	Totals	\$ 1,545,138

Program Expense Summary

Engineering (actual)	\$ 183,327.55
Construction (actual)	\$ 1,222,183.65
Totals	\$ 1,405,511.20

ALTERNATIVES:

1. Accept the 2014/15 Asphalt Street Pavement Improvements (Ferndale Avenue, Coy Street) & 2014/15 Water System Improvements (Coy Street, South Franklin Avenue) as completed by Manatt’s, Inc., of Ames, Iowa, in the amount of \$1,222,183.65.
2. Direct staff to pursue modifications to the project.

MANAGER’S RECOMMENDED ACTION:

This project was completed in accordance with the approved plans and specifications and is within the approved budget.

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

COUNCIL ACTION FORM

SUBJECT: FINAL COMPLETION – REPLACEMENT OF WATER PLANT HIGH SERVICE PUMP #3

BACKGROUND:

On October 27, 2015, Council awarded a contract to Northway Well and Pump Company in the amount of \$69,500 for replacement of high service pump #3 at the Water Treatment Facility.

All work under this contract was completed in accordance with the plans and specifications on July 13, 2016. No change orders were issued for the project, and a copy of the Engineer's Certification of Completion is attached.

ALTERNATIVES:

1. Approve completion and authorize final payment, in accordance with the contract, to Northway Well and Pump Company for replacement of high service pump #3 at the Water Treatment Facility.
2. Do not accept completion of the project at this time.

MANAGER'S RECOMMENDED ACTION:

Work for the project has been completed in accordance with plans and specifications.

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

Engineer's Statement of Completion

Project: WTP High Service Pump #3 Replacement	Date of Contract: October 27, 2015
Owner: Ames Water and Pollution Control Department	Contract No.: 2016-042
Engineer: Ames Water and Pollution Control Department	Contractor: Northway Well and Pump

I hereby state that the **WTP High Service Pump #3 Replacement** project has been satisfactorily completed in general compliance with the terms, specifications, and stipulations of said contract.

The work was completed on July 13, 2016.

I further state that the retainage may be released in accordance with the contract documents.



Date 9/2/2016

Kristin M. Evans, Ph.D., P.E.

Environmental Engineer

Water and Pollution Control Department

COUNCIL ACTION FORM

SUBJECT: WATER PLANT WELL REHABILITATION CONTRACT

BACKGROUND:

On July 14, 2015, City Council awarded a contract to Northway Well and Pump Company of Waukee, Iowa in the amount of \$59,212 to rehabilitate four of the City's 22 drinking water wells. This one-year contract was Year Four of a five-year agreement, with each year's renewal being at the discretion of the City.

The Water Treatment Plant operating budget for FY 15/16 allocated \$60,800 for the rehabilitation of four wells and an additional \$20,000 for any needed repairs. Three change orders were executed, including one late in the fiscal year for substantial repairs to Well #17. The change orders brought the final contract amount to \$101,476.40, resulting in a FY 15/16 shortfall of \$20,676.40. That shortfall is being covered out of the \$25,000 budgeted in FY 16/17 for unanticipated well repairs.

All work for the FY 15/16 contract has been successfully completed as of August 11, 2016. An Engineer's Statement of Completion is attached.

The remaining term of the contract offers an optional renewal to complete the well rehabilitations for FY 16/17. In addition to accepting completion of Year Four, staff is recommending Council award Year Five of the contract with Northway Well and Pump Company. This will provide rehabilitation of five wells in FY 16/17 and complete the five-year contract with Northway Well and Pump Company. The FY 16/17 Water Plant operating budget includes \$76,000 for the rehabilitation of City Well Nos. 11, 12, 22, 26, and 27, and an additional \$25,000 for unanticipated repairs as needed.

ALTERNATIVES:

1. Accept final completion of Year Four of the five-year Water Plant well rehabilitation contract in the amount of \$101,476.40, and award Year Five of the contract to Northway Well & Pump Company of Waukee, Iowa in the amount of \$75,923.00 for rehabilitation of five wells in FY 16/17.
2. Accept final completion of Year Four of the five-year Water Plant well rehabilitation contract in the final amount of \$101,476.40 and do not award Year Five of the contract.
3. Take no action on the Water Plant well rehabilitation contract at this time.

MANAGER'S RECOMMENDED ACTION:

The regular rehabilitation of wells on a five-year cycle is an effective means of maintaining well production to meet demands. Year Four of the existing rehabilitation contract has been successfully completed, and staff has been pleased with the performance of Northway Well & Pump Company.

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



ENGINEER'S STATEMENT OF COMPLETION

Water Plant Well Rehabilitation Project Contract No. 2012-227

Engineer: City of Ames Water & Pollution Control Department
Contractor: Northway Well & Pump Company

I hereby certify that the rehabilitation of four drinking water wells, by a contract dated July 14, 2015, has been satisfactorily completed in general compliance with the terms, conditions, and stipulations of said contract.

The work was completed on August 11, 2016.

I further state that the total amount due to the contractor for the fulfillment of said contract is \$101,476.40.

Lyle Hammes
Lyle Hammes, P.E.
Water Plant Superintendent
Water & Pollution Control Department

Date: 30 Aug 2016

COUNCIL ACTION FORM

SUBJECT: VILLAGE PARK SUBDIVISION MAJOR FINAL PLAT

BACKGROUND:

The Hunziker Development Company, LLC has submitted a Final Plat for Village Park Subdivision. The proposed Village Park Subdivision is located west of the Iowa State University Research Park and south of the Wessex apartment development along the extension of Cottonwood Road. (See *Attachment A: Location Map*) The developer is seeking final plat approval to develop the site with medium-density apartments along the west and north boundaries of the site and high-density apartments in the central, and south central portions of the site.

The proposed Final Plat (see *Attachment C: Final Plat of Village Park Subdivision*) includes five existing parcels of land and creates a total of twelve buildable lots, four outlots, and two lots for new public streets, on approximately 20 acres of land located at 3535 S. 530th Avenue (to be renamed as University Boulevard). Cottonwood Road and Aurora Avenue will temporarily terminate in a dead end.

No permanent access is planned to the existing Wessex apartment development to the north, although the final plat does include providing for an emergency vehicle access route through Wessex to benefit the development of this site. This access will remain until such time as Cottonwood Road connects through the land west of this subdivision to the existing terminus of Cottonwood Road in Sunset Subdivision. A 25-foot wide emergency access easement document has been provided as an attachment with the Final Plat, and is shown on the plat centered on the property line between Lots 2 and 3, from Cottonwood Road to the north boundary of the proposed subdivision. **It will be necessary for the developer to obtain an emergency access easement through the Wessex development to University Boulevard prior to the approval of site plans for the Village Park development.**

Site plans for the portion of the site zoned as “FS-RM” (Suburban Residential Medium Density) will require approval of a Major Site Development Plan by the City Council. The RH (Residential High Density) portion of the Village Park development will require staff approval of a Minor Site Development Plan. (See *Attachment B: Zoning Map*)

The applicant has provided an agreement for the installation of street trees and sidewalks. The agreement requires the financial security for the sidewalks, which must be installed the earlier of three years or prior to issuance of a Certificate of Occupancy for a house on the lot. The street trees are deferred until occupancy with no financial security required.

The City Council’s approval of the Preliminary Plat included two conditions. The first was **“that a waiver be granted for the 750-vehicle limit for one point of access, as**

required by Section 23.403(9)(c) of the Municipal Code.” The second condition was **“that the Final Plat of the first phase of Village Park Subdivision include construction of, or financial security for, the installation of the shared-use path located within Outlot D (located generally west of the planned storm water detention facility) prior to approval of the initial Final Plat.”** The Developer has provided a Letter of Credit in the amount of \$461,874.85 for the completion of the improvements including sidewalks and the shared use path. The conditions described at the time of the preliminary plat for the waiver of the two points of access requirement are still the same and are consistent with the Council’s approval of the waiver with the Preliminary Plat.

After reviewing the proposed Final Plat of Village Park Subdivision, staff finds that it complies with the approved Master Plan, Preliminary Plat, adopted plans, Development Agreement, and all other relevant design and improvement standards required by the *Municipal Code*.

ALTERNATIVES:

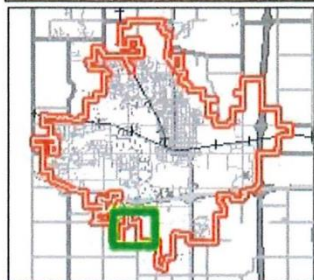
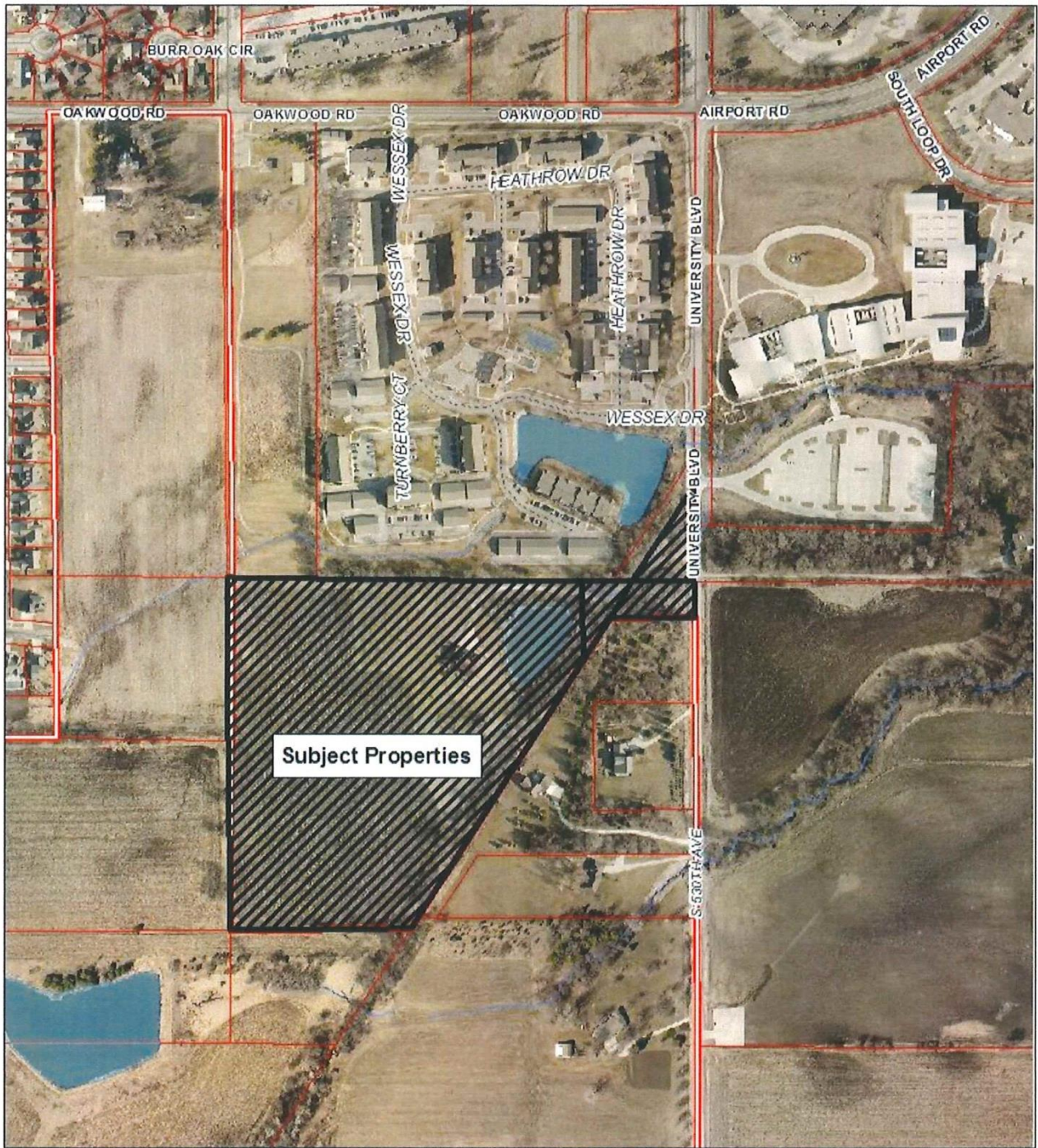
1. The City Council can approve the Final Plat of Village Park Subdivision, based upon findings that the final plat conforms to relevant and applicable design standards, other City ordinances and standards, to the City’s Land Use Policy Plan, and to the City’s other duly adopted plans.
2. The City Council can deny the Final Plat of Village Park Subdivision if it finds that it does not comply with the applicable ordinances, standards or plans.
3. The City Council can refer this request back to staff or the applicant for additional information. (The *Municipal Code* requires a final decision regarding Final Plat approval be rendered by the City Council within 60 days of the complete application for Final Plat approval of a Major Subdivision. City Council must approve, approve subject to conditions, or disapprove the Application for Final Plat Approval of a Major Subdivision no later than October 17, 2016, to meet the 60 day deadline.)

MANAGER’S RECOMMENDED ACTION:

City staff has evaluated the proposed Final Plat of Village Park Subdivision and determined that the proposal is consistent with the Preliminary Plat, conditions attached to the Preliminary Plat, and adopted ordinances and policies of the City as required by the *Municipal Code*.

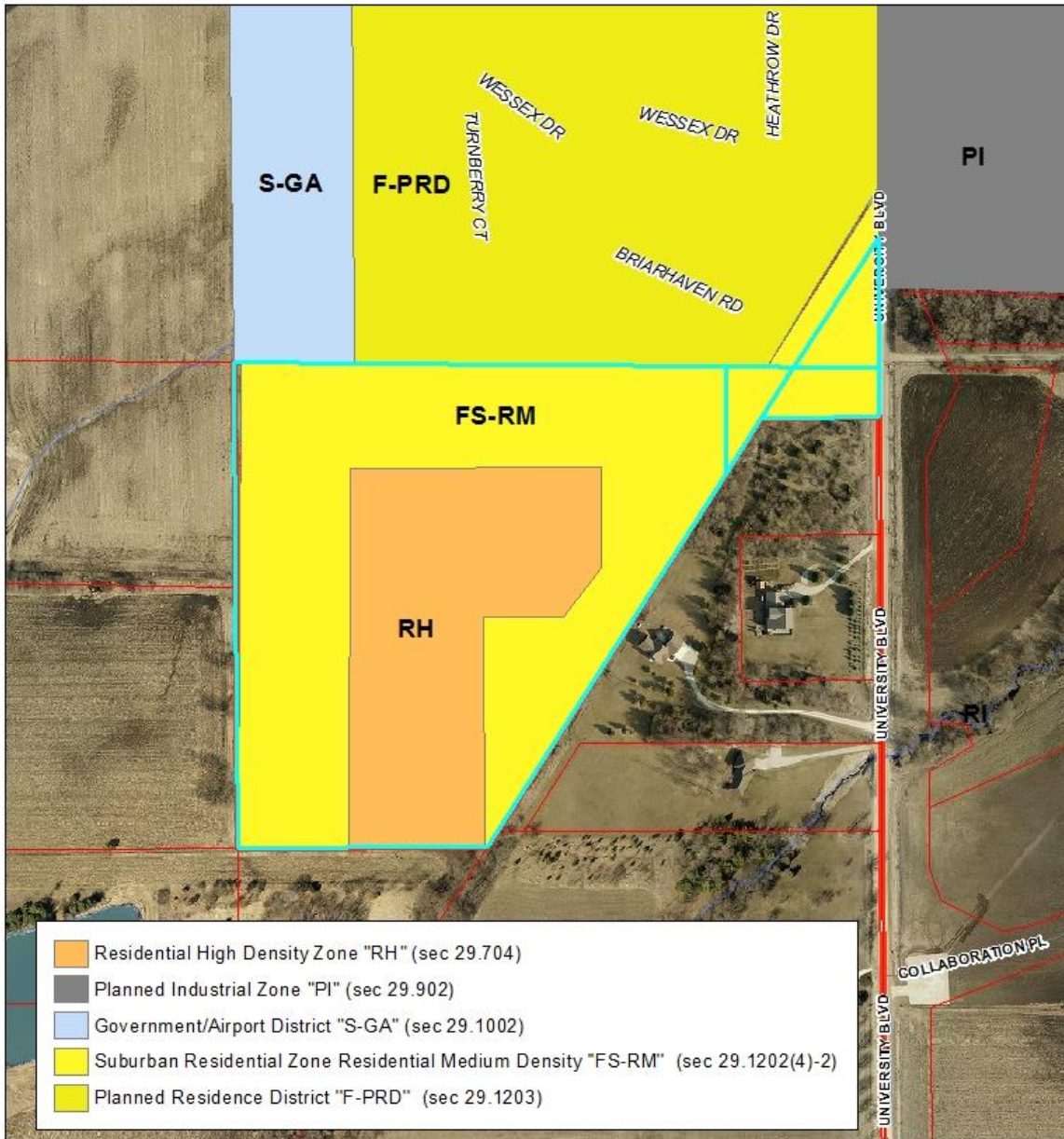
Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1 as described above.

Attachment A – Location Map

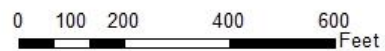


**Location Map
3535 S. 530th Avenue**

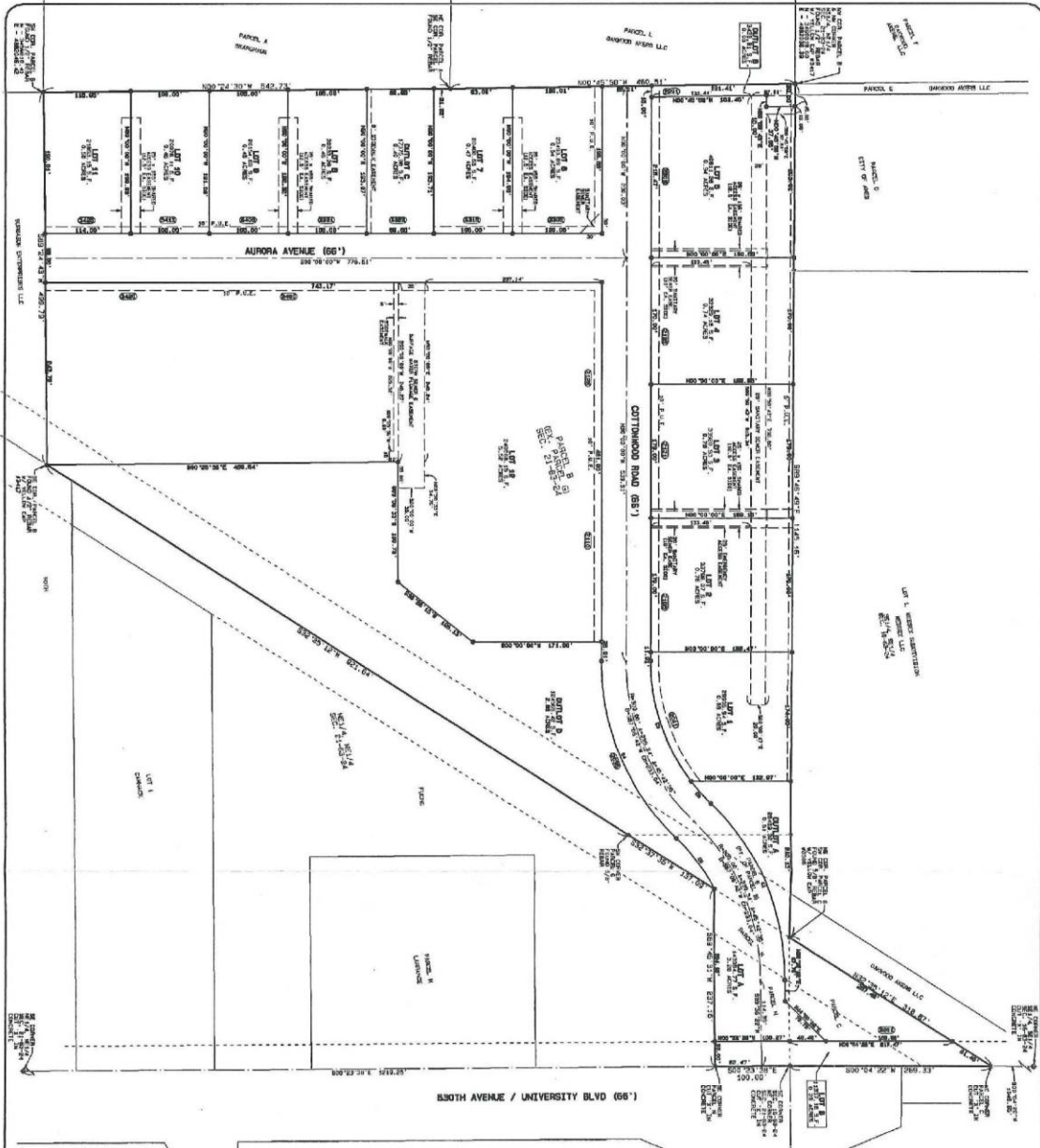
Attachment B – Zoning Map



Zoning Map 3535 S. 530th Avenue



Attachment C – Final Plat of Village Park Subdivision



RECEIVED
 AUG 15 2016
 CITY OF AMES, IOWA
 DEPT. OF PLANNING & HOUSING

NOTICE:
 1. THIS FINAL PLAT OF THE VILLAGE PARK SUBDIVISION IS THE RESULT OF A SURVEY CONDUCTED BY STUMBO & ASSOCIATES LAND SURVEYING, INC. (S&A) IN ACCORDANCE WITH THE IOWA SURVEYING ACT AND THE IOWA SUBDIVISION ACT.
 2. THE SURVEY WAS CONDUCTED ON 08/15/16 AND THE FINAL PLAT IS BEING FILED FOR RECORD ON 08/15/16.
 3. THE SURVEY WAS CONDUCTED IN ACCORDANCE WITH THE IOWA SURVEYING ACT AND THE IOWA SUBDIVISION ACT.
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LEGEND:
 BOUNDARY LINE
 RIGHT-OF-WAY LINE
 EASEMENT LINE
 CURB LINE
 CENTERLINE
 PROPERTY CORNER
 SURVEY POINT
 METRIC SCALE 1"=80'

LOT	AREA (SQ. FT.)	AREA (SQ. YD.)
LOT 1	10,000	0.23
LOT 2	10,000	0.23
LOT 3	10,000	0.23
LOT 4	10,000	0.23
LOT 5	10,000	0.23
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LOT 100	10,000	0.23

STUMBO & ASSOCIATES
 LAND SURVEYING
 510 S. 17th STREET, SUITE 102 AMES, IOWA 50010
 PHONE 515-233-3664 FAX 515-233-4403

FINAL PLAT
VILLAGE PARK SUBDIVISION
 PARCEL C IN THE SE1/4, SE1/4 OF SEC. 16-83-24
 & PARCELS B, G, M & N IN THE NE1/4, NE1/4 OF
 SEC. 21-83-24, CITY OF AMES, STORY COUNTY, IOWA
 JOB #16504FP DATE: 8/15/16 PAGE: 1 of 1

Certification: I hereby certify that this land surveying document was prepared and the related survey work performed by me or under my direct personal supervision and that I am a duly licensed land surveyor under the laws of the State of Iowa.
R. Kelly Pfl Date: 8/15/16
 R. Kelly Pfl Licensed Surveyor
 By Licensee Expires Date: 8/15/2017

Applicable Laws and Policies Pertaining to Final Plat Approval

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

Code of Iowa, Chapter 354.8 states in part:

A proposed subdivision plat lying within the jurisdiction of a governing body shall be submitted to that governing body for review and approval prior to recording. Governing bodies shall apply reasonable standards and conditions in accordance with applicable statutes and ordinances for the review and approval of subdivisions. The governing body, within sixty days of application for final approval of the subdivision plat, shall determine whether the subdivision conforms to its comprehensive plan and shall give consideration to the possible burden on public improvements and to a balance of interests between the proprietor, future purchasers, and the public interest in the subdivision when reviewing the proposed subdivision and when requiring the installation of public improvements in conjunction with approval of a subdivision. The governing body shall not issue final approval of a subdivision plat unless the subdivision plat conforms to sections 354.6, 354.11, and 355.8.

Ames *Municipal Code* Section 23.302:

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

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

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

(c) The City Council may:

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

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

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

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

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

COUNCIL ACTION FORM

SUBJECT: UPDATE ON DILAPIDATED PROPERTY AT 4004 PHOENIX STREET

BACKGROUND:

The City Council was presented with a staff report regarding the property at 4004 Phoenix Street at its August 23rd meeting. After discussing the options presented and hearing from one neighbor, the Council directed staff to delay declaring the building dangerous to allow for the sale of the property to be finalized. In addition, the Council asked for an update at the next regular meeting, hoping that would allow enough time for the sale to be completed and for staff to speak with the new owner.

UPDATE:

Staff spoke with the realtor on September 1st. As of that date, a closing date had not been set. On September 2nd, staff made contact with the purchasers (Avec Design+Build) to determine their intent for the property and expected timeline for completion. The purchasers indicated that they had submitted their offer last December with a hope that they would be able to demolish the existing structure, begin construction, and have a new home ready for the 2016 Parade of Homes. The delayed closing caused them to miss that opportunity, but they now hope to make the 2017 Parade of Homes. According to the purchasers, they have already received some demolition quotes, so it appears they intend to demolish the current structure and begin construction on a new home soon after the sale goes through.

ALTERNATIVES:

1. The Council can choose to allow the sale to be finalized within an acceptable timeline (45 days are suggested), and staff will work with the new owner to bring the property into compliance. If the sale is not finalized within the next 45 days, staff will move forward with the dangerous building process on the current owner.
2. The Council can choose to allow the sale to move forward and, once the property has changed hands, declare the home dangerous under the new ownership.
3. The Council can choose to pursue the declaration of a dangerous building immediately. This would require the current owner to demolish the building at his expense. If the owner fails to demolish the building within the allotted amount of time, the City could demolish the structure and assess the expense back onto the property.

MANAGER'S RECOMMENDATION:

The future owners have indicated that they have an aggressive timeframe to redevelop the property. Their stated plan is to construct a new home on the property. This leads staff to believe that this will be an acceptable addition to the neighborhood, and should be more visually appealing to neighbors than the current structure. If for some reason the sale fails to proceed, current code still affords staff the ability to declare the house a dangerous building under Section 5.400 of the Ames Municipal Code.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby choosing to allow the sale to be finalized within a 45 day timeline. Staff will work with the new owner to bring the property into compliance; and if the sale is not completed within the next 45 days, staff will move forward with the dangerous building process on the current owner.

COUNCIL ACTION FORM

SUBJECT: APPROVAL OF APPLICATIONS FOR CDBG PUBLIC FACILITIES IMPROVEMENTS PROGRAM FOR NON-PROFIT ORGANIZATIONS

BACKGROUND:

As part of the City's 2015-16 Community Development Block Grant (CDBG) Annual Action Plan, \$100,000 was set aside to implement a Public Facilities Improvements Program for non-profit organizations. The objective of the Public Facilities Improvement Program as outlined in the City's FY 2014-18 Five-Year Consolidated Plan is to "Utilize and Leverage CDBG funds for Low and Moderate Income Persons through private and public partnerships" as follows: Continue provision of Public Facilities Needs for homeless, special populations and low income households (senior centers, homeless facilities, child care centers, mental health facilities, neighborhood facilities, and other public facilities needs).

At the April 26, 2016 City Council meeting, the City Council adopted program guidelines (see attachment A for major program highlights) and authorized staff to proceed with the implementation of the program. Program guidelines were published in May. Staff conducted a pre-application workshop on June 2nd and the application deadline was June 30th.

Staff received the following two applications:

Agency Name	Project Description	Requested CDBG Funding	Agency Local Match Contribution	Total Project Budget
Mainstream Living, Inc.	ADA Parking Lot Improvements at 1200 McCormick	\$64,000	\$36,246.90	\$100,246.90
YSS, Inc.	Facility Rehabilitation at the 804 Kellogg Shelter	\$69,997	\$23,333	\$ 93,330
Grand Totals		\$133,997	\$59,579.90	\$193,576.90

As outlined in the program guidelines, Proposal Review Process, both applications were reviewed by City staff for eligibility, completeness and feasibility. The Public Facilities Review Committee was comprised of staff representing City ASSET, Purchasing, Finance, Planning, and Public Works. This team reviewed, evaluated and scored the applications based on the criteria outlined in the guidelines. Additionally, staff from Building Inspection reviewed each application for project feasibility and building code compliance.

The review committee first reviewed the applications independently, and then met jointly with the Housing Coordinator to discuss and review the rankings and to make final recommendations. **The scoring revealed that out of 40 possible points, YSS scored 32.80 points and Mainstream Living scored 32 points. The committee felt that**

both applications were vital projects to be undertaken. The Finance Director next reviewed each applicant's financial audit statements and determined that both entities qualified financially to be eligible to receive funding under the City's CDBG program. In addition to the above determinations, the committee felt that since each entity requested different funding categories (YSS for Facility Improvements and Mainstream Living for ADA Facility Improvements), that it would recommend that both entities be funded at their requested amounts based upon availability of funds.

The 2015-16 rollover budget for the Public Facilities Improvement Program was allocated at \$100,000. **In order to fund both entities at their requested amounts totaling \$133,997, an additional \$34,000 would need to be shifted from one of the current 2016-17 action plan activities or would need to be funded from anticipated program income.** At this time staff would recommend that the \$34,000 be shifted from the Public Infrastructure Improvements Program for 321 State Avenue that has a current budget of \$392,789. Based upon the progress on the development of 321 State Avenue, it is not likely all of these funds will be needed immediately. The 2016-17 budget also includes anticipate program income from the sale of three properties, two of which will likely occur next spring. Part of this anticipated program income could then be shifted back into the Public Infrastructure Improvements Program for 321 State Avenue if it is needed.

ALTERNATIVES:

1. A) The City Council can approve the applications from Youth and Shelter Services, Inc. and Mainstream Living, Inc. to receive funding under the CDBG Public Facilities Improvements Program for non-profit organizations, contingent upon approval from the State Historic Preservation Office (SHPO).

B) Direct staff to fund both requested amounts by shifting funds from the Public Infrastructure Improvements Program for 321 State Avenue.
2. A) The City Council can approve the applications from Youth and Shelter Services, Inc. and Mainstream Living, Inc. to receive funding under the CDBG Public Facilities Improvements Program for non-profit organizations contingent upon approval from the State Historic Preservation Office (SHPO).

B) Direct staff to not exceed the program budget of \$100,000, but to fund both requests at \$50,000 each.
3. The City Council can decide not to approve the applications from Youth and Shelter Services, Inc. and Mainstream Living, Inc. to receive funding under the CDBG Public Facilities Improvements Program for non-profit organizations.
4. The City Council can refer this back to staff for additional information.

MANAGER'S RECOMMENDED ACTION:

The Public Facilities Improvement Program has been put on hold for over two years due to higher priority projects. As outlined in the City's 2014-18 Five Year Consolidated Plan, the likelihood of funding public facilities projects for non-profits may not occur again in the near future. For this reason, funding both of these applications at this time would be of benefit to both organizations and their clientele.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, thereby approving the applications from Youth and Shelter Services, Inc. and Mainstream Living, Inc. to receive funding under the CDBG Public Facilities Improvements Program for non-profit organizations contingent upon approval from the State Historic Preservation Office (SHPO). This action would also direct staff to fund the requested amounts by shifting funds from the Public Infrastructure Improvements Program for 321 State Avenue in the amount of \$34,000, and to proceed with program implementation and preparation of the program lien documents.

ATTACHMENT A

Major highlights of the program requirements are as follows:

- Financial assistance is being provided to assist with non-profits with Facility Rehabilitation and/or Americans with Disabilities Act (ADA) Improvements to their properties.
- Funds will be available to non-profit organizations that currently receive funding through the ASSET process.
- Non-profit applicants must have a current and acceptable financial audit as determined by the City Finance Department.
- The non-profits organizations must be located and operating within the city limits of Ames.
- The maximum amount of assistance that will be provided for the Facility Rehabilitation or the ADA Improvements is 75% of the cost of improvements, not to exceed \$70,000 per organization. The organization will be responsible for contributing a 25% match. The Organization will be responsible for any amount exceeding the \$70,000 funding cap.
- The organization shall pay the 25% match and any estimated amount above the funding cap to the City of Ames to be held in a designated account before any work may commence.
- Facility Rehabilitation Improvements can include repairs to defects in the four major systems (mechanical, plumbing, electrical and structural) such as:
 - Roof, gutter, downspouts
 - Furnaces, water heaters, duct work, water piping
 - Painting, siding
 - Wiring
 - Handrails, guardrails
 - Porches, steps, doors, windows
 - Energy Conservation (insulation, caulking, etc.)
 - Windows
 - Other interior space(s) will be limited to areas used for **direct** client services (i.e. counseling rooms, day care rooms, camp facilities, client rooms, etc.).
 - Purchase structural equipment and fixtures when such items are essential and necessary for use in connection with the facilities service purpose.
- ADA Improvements pertain to the removal of architectural barriers that modify, alter, or replace components of a structure that, in their present state or by their absence, impede physically limited occupants from enjoying the full benefits of

comfort and livability normally experienced by non-handicapped dwellers. The construction contract shall specify as applicable, ramps, wider doorways, lower plumbing fixtures or light controlling switches, installation of secondary toilet rooms, baths, and/or laundry facilities, grab bars, and other items specific to a given structure and its occupancy and/or use.

- To receive financial assistance the organization will be required to sign a restrictive covenant and promissory note with the City that will place a ten-year forgivable, no interest, second mortgage lien on each property to recapture the financial assistance provided as follows:
 - Ownership of the property is sold or transferred to any party.
 - The facility programming ceases to administer programs where 51% or more of the beneficiaries no longer have incomes at 80% or less of the Story County Area Median Income limits.
 - Occupancy of the facility where the programs are administered by the Borrower ceases.
 - Any default under or breach of the promises, terms, and conditions stated in the program policies and procedures, and/or mortgage instrument.
 - The borrower ceases to maintain property's insurance policy for the term of the note and fails to maintain the property in good condition.
- The forgivable lien provision for recapture of the financial assistance provided shall be in accordance with the following schedule if one of the above conditions occurs:
 - 100% payback during the years 0-5 following the date of the rehabilitation;
 - 80% payback during the year 6 following the date of the rehabilitation;
 - 60% payback during the year 7 following the date of the rehabilitation;
 - 40% payback during the year 8 following the date of the rehabilitation;
 - 20% payback during the year 9 following the date of the rehabilitation; and
 - After the tenth year following the date of the rehabilitation, if all promises, terms, and conditions have been kept, 100% of the lien shall be forgiven.
- The City will provide technical assistance to the organization(s) to solicit bids, to select contractor(s) and will enter into a written contract between the organization(s) the contractor(s) and the City.
- The City will create a Public Facilities Review Committee (PFRC) to review, evaluate and score based on the specified criteria. The committee may include representatives from City's ASSET Staff, Building Inspections, Purchasing, Finance Administration, Public Works, and Planning & Housing.
- All applicants submitting a proposal will be invited to make a presentation to

the committee.

- Applications will be provided with Administrative and Financial Capacity Checklist in which they can self-evaluate the strength and weakness of their organization in carry out the project activity.
- Each proposal will be evaluated on a 0-10 point scale for each of the following categories:
 - Project Description and Need
 - Track Record/Capability
 - Proposed Outcome
 - Project Budget

A majority of the program guidelines are written to meet HUD requirements, while other criteria are meant to promote administrative efficiency and effectiveness. The most important discretionary elements of the guidelines include limiting availability of funding to ASSEST non-profit agencies, allowing for a grant value of up to \$70,000, and including a forgivable lien provision.

ITEM #: 40
DATE: 09-13-16

COUNCIL ACTION FORM

**REQUEST: REVISED PRELIMINARY PLAT FOR THE IRONS SUBDIVISION
AT AMES GOLF AND COUNTRY CLUB**

BACKGROUND:

The Ames Golf and Country Club (AGCC) received conditional City Council approval of a preliminary plat for The Irons on June 14, 2016. The Irons is a 35-lot subdivision with 34 lots for new homes and 1 lot for the AGCC. The Irons is located within the North Allowable Growth Area and it is also in the Rural Transitional Residential Area of the Ames Urban Fringe Plan. The project design standards, therefore, are a combination of Ames and Story County subdivision requirements. On June 28th the Story County Board of Supervisors approved the Preliminary Plat with 35 lots, but that did not include the City's condition for construction of an 8-foot shared use path along 190th Street. **For the applicant to proceed with the project and receive final plat approval, the developer now requests a revision to the preliminary plat conditions to eliminate the shared use path condition to be consistent with the County's approval.**

At the June 14th meeting, the City Council initially approved the preliminary plat with 31 residential lots and no residential lots along 190th with a 6-0 vote that was later reconsidered and replaced with a motion to approve 34 residential lots with the 3 lots along 190th Street. The latter motion passed with a 5-1 vote. With the approval of the 34 residential lots, the City Council granted certain waivers in regards to subdivision standards for the lots with access to 190th Street and for construction of a 5-foot sidewalk along the full length of 190th Street. **As a condition of those waivers, City Council added a specific condition for construction of an 8-foot shared use path by the developer along 190th Street in lieu of the sidewalk.** The shared use path along 190th Street would be approximately ½ of a mile. The full list of conditions and requirements approved by City Council with the preliminary plat is as follows:

1. Allow a total of 34 residential lots with three lots on 190th Street and grant design waivers (access, sidewalk, and conservation buffer for 190th) for the frontage along 190th Street.
2. Treat all public improvements treated as if this were in the City, requiring City review of improvement plans, on-site installation inspections, and inspection billing to the developer.
3. Apply for and obtain a City COSESCO permit and be subject to City fees and inspections for storm water.
4. Complete the Xenia Water territory buy-out and territory transfer agreement prior to final plat approval.
5. Complete an agreement prior to final plat approval requiring property owners to abandon Advantex systems, install sewer infrastructure, and connect to City

sanitary sewer when it is brought to the site.

6. Include construction of an 8-foot shared-use path along 190th Street.
7. Increase the shared-use path width along George Washington Carver Avenue from eight feet to ten feet.

The County's engineer reviewed the condition (#6) to add a shared use path along 190th Street and recommended at the time the project was approved by the Board of Supervisors that such an improvement not be part of The Irons project. According to the County's engineer, the placement of a shared-use path on 190th Street is problematic because there is not enough right-of-way to build a SUDAS compliant 8-foot shared use path and retain the carrying capacity of the ditch. The SUDAS compliant design standard for a shared use path would be 5 feet of separation from road and 8 feet of paving for the path. The County Engineer does not believe the ditch can be filled in, since the ditch is needed for subsurface road drainage, longitudinal ditch drainage, and snow storage. This constraint is similar on the north side of the road, so moving the shared-use path to the north is also problematic.

Based upon the County Engineer's feedback, staff explored other alternatives for bike facility improvements beyond the standard 5-foot sidewalk requirement of the Subdivision Code. One alternative is to pave the existing 6-foot gravel shoulder on the south side of 190th Street. This would provide physical space for other travelers along the roadway, but it would not be wide enough to be considered a shared use path and does not have the separation distance from the travelled portion of the roadway to meet SUDAS standards. It could, however, be considered a one-way "bicycle lane," but the south shoulder widening would only be recommended if another bicycle lane were constructed and marked along the north-side of the road. The widened shoulder would also serve the pedestrian public.

Another alternative is to require the installation of a 5-foot sidewalk as required by the Subdivision Code, but allow for deferment. The City Council could grant deferral of the sidewalk with financial security or to make a cash in escrow payment for a future improvement. The owner is reluctant to install this sidewalk within the constraints of the right-of-way (open ditch with slopes) and of private property (configuration of the golf course and proximity of fairways and greens and significant amount of trees that would be impacted). These constraints, presumably, would remain whether the sidewalk would be installed now or at some future moment in time, and may justify the deferment and use of cash in escrow funds for a larger transportation improvement project along 190th Street at some future time.

ALTERNATIVES:

1. The City Council can remove the condition that a shared use path be installed along 190th Street, grant the sidewalk deferral, and require cash-in-escrow from the developer (estimate of \$130,000 to \$150,000) to be used by the City toward a future solution identified for a bicycle facility on 190th Street. This future solution could involve the paving of both shoulders of 190th Street to accommodate one-way

bicycle lanes. This option would require the participation of the City and/or County to complete the entire improvement between George Washington Carver Avenue and Hyde Avenue.

The onetime payment of the cash in escrow would be preferred over an annually updated letter of credit. Letters of credit expire with time and must be renewed, and it would need to be determined if there would be one letter of credit by the AGCC or to also require the individual homeowners to carry a letter of credit. A cash payment would be based on an estimated cost of constructing the 5-foot sidewalk for their ½ mile of frontage with a contingency estimate. Any costs above that estimate, including inflation, would be at the risk of the City. The applicant indicated that this cash in escrow alternative is an acceptable approach but would prefer Alternative 3.

2. The City Council can remove the condition that a shared use path be installed along 190th Street, but require the developer to install the required 5-foot sidewalk along 190th Street.

This option conforms to the Subdivision Code standards, but the developer believes is undesirable due to the constraints of the existing ditch and existing golf course layout.

3. The City Council can remove this condition and allow for the 3 lots along 190th Street without any other condition and grant full waiver of the sidewalk requirement.

This option would allow the three lots on 190th Street to remain (as do the other two options), but without a means of public pedestrian access typically required of other residential subdivisions. It would, however, have a golf cart path access to the course and club house. This is the developer's preferred option due to the cost of the sidewalk and limited connectivity it would provide.

4. The City Council can remove the condition for the installation of the shared use path and waive the sidewalk requirement along 190th Street, but also require the applicant to submit a final plat without the three lots along 190th Street.

Staff's original recommendation was to remove the 3 lots along 190th street and to not grant waivers to the site development standards for the lots. The sidewalk was recommended to be waived due to no development occurring along 190th street.

MANAGER'S RECOMMENDED ACTION:

Staff believes there is a solution to creating a safe bicycle facility on 190th Street with long term planning for an improvement. The solution, however, **may not** be a separated shared-use path within the right-of-way. A joint City-County or MPO project could create bicycle lanes on the shoulders of 190th Street. The City Council could choose to require the developer to participate in the cost of this project as a condition of granting a waiver

for the subdivision standard of a 5-foot sidewalk along 190th Street. However the timing of such an improvement or its cost of implementation is not completely clear at this time.

If the City Council does not require the construction of the 5-foot sidewalk along 190th Street, the Council could also direct the applicant to remove the three lots along 190th Street as a condition of granting a waiver of the 190th Street sidewalk requirement. If a future project were to be constructed by the City or Story County or the developer was able to construct the needed sidewalk in the future, the property owner could then propose a future subdivision to create the three lots along 190th Street.

Therefore, it the recommendation of the City Manager that if the City Council has concerns about the construction feasibility of a sidewalk or bicycle facility along 190th Street, it should choose Alternative #4, which is to remove the three lots along 190th Street and waive the sidewalk requirement at the time of final plat approval.

Alternatively, if there is a preference to allow the three lots, the City Council can choose Alternative #1 and waive the sidewalk standard and require as a condition that the developer contribute an amount equal to the 5-foot sidewalk construction cost for a future shoulder widening project along 190th Street by the City or County.

With the City Council action tonight, the developer will then proceed with completing the conditions of approval of the preliminary plat and prepare a final plat for approval by both the City Council and the Story County Board of Supervisors.

ATTACHMENT A: LOCATION MAP AND SHARED USE PATHS

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From: Bob Gibson <BGibson@civildesignadvantage.com>
To: Charlie Kuester <ckuester@city.ames.ia.us>
Cc: "Chris Gardner (bellahomes@huxcomm.net)" <bellahomes@huxcomm.net>

Date: Wednesday, September 07, 2016 04:16PM
Subject: The Irons

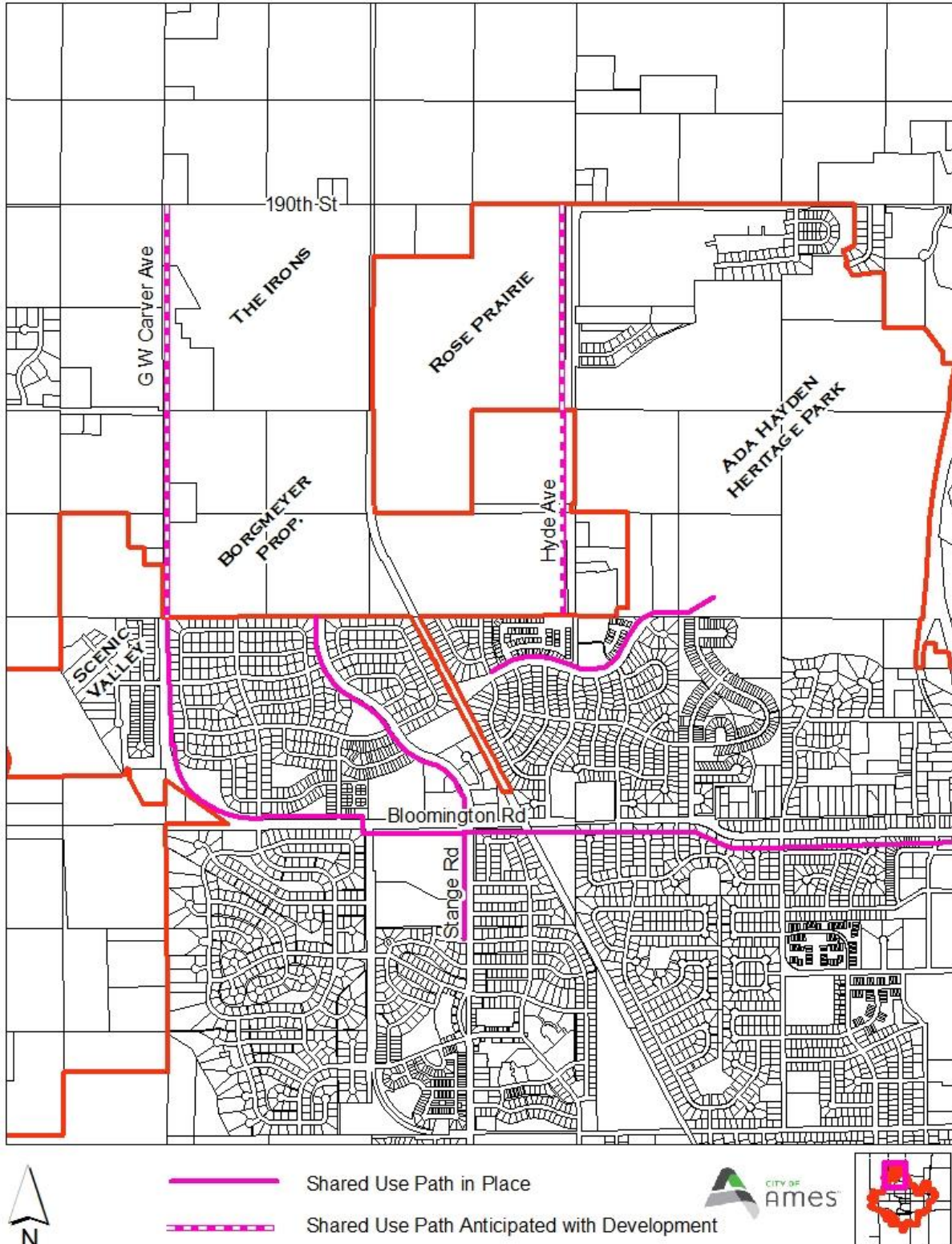
Charlie:

In light of the letter that has been provided by Story County stating the obstacles to constructing a shared use path along 190th Street, Bella Homes and Ames Golf and Country Club herby requests that the City Council reconsider the condition of approval of Final Plat that requires the construction of the path.

We would note that Story County has approved the Preliminary Plat without that condition for Final Plat approval.

Bob Gibson, PLA, ENV SP | *project manager*
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ATTACHMENT B: LOCATION MAP AND SHARED USE PATHS



ATTACHMENT B: PROPOSED DEVELOPMENT LAYOUT



COUNCIL ACTION FORM

SUBJECT: DOWNTOWN FAÇADE GRANTS – 2016-17 FIRST ROUND AWARDS

BACKGROUND:

The City Council annually budgets \$50,000 for a Downtown Façade Grant Program. The program was introduced in 2000 to facilitate private improvements to downtown retail and other commercial storefronts. This program has an eligibility requirement for projects to be within the area generally described as from 6th Street to the railroad tracks and from Duff Avenue to Northwestern Avenue. (A map is found in Attachment 1)

The program includes up to \$15,000 of one-for-one matching funds per façade and allows up to \$1,000 for architectural services. The program requires compliance with specified design guidelines, ground floor use of office or retail trade, and improvements to retain the historic façade or the removal of non-compliant elements; and allows one year to complete the project after signing a grant agreement. Maintenance activities or replacement of compliant elements with new in-kind elements are not eligible activities on their own. In addition, the program includes preferences for façades that have not received previous funding, for front façades, and for façades along Main Street. Attachment 2 provides an overview of the intent and process for grant approvals.

Grant Applications

The City solicits a first round of grants applications in the spring for award in the summer of each year. If there are remaining funds, the City solicits a second round of applications in the winter for a spring award of grants. The program prioritizes front facades for the first round and for additional facades in the second round.

The City solicited applications for the 2016-17 fiscal year in April of 2016 with a submittal deadline of May 13. An invitation for grant applications was sent to all eligible property and business owners and was also publicized by the Main Street Cultural District. Two property owners submitted applications for consideration by the Council.

The first grant application is for the property at 300 Main Street. This building is owned by Bradford Williams, LLC of Windsor Heights, Iowa, and has multiple tenants, including Ali Cakes, Home Town Tech, and the Vinyl Café. The request is for the Kellogg Avenue façade.

The second grant application is for the property at 238-240 Main Street. This building is the home of Quilting Connections. The building has, in the past, had two store fronts. The current tenant now occupies the entire building. The owner requested a grant for the Main Street façade and a grant for the Kellogg Avenue façade.

300 Main Street (Ali Cakes, et al):

The grant application for the project at 300 Main Street consists of the removal of 20 windows along the Kellogg Avenue façade and their replacement with new windows. The 11 windows on the upper floor are the original wood windows. They are covered with aluminum storm windows that impair the historic character. The sashes exhibit serious signs of decay and rot. The applicant has provided pictures and narration describing the poor conditions of the windows and why they cannot be repaired.

The eight windows on the first floor have all been removed over time with the window openings reduced in size. These windows have been reduced in size on the interior and, in some cases, will need to have the drywall finished and trimmed. In other windows, the interior tile and veneer brick will need to be trimmed, removed and finished. The restoration of these first floor windows is the primary eligible activity for the façade grant since that is removing non-compliant elements.

In addition, a new window will replace an older window in the lower level at the south end (The Vinyl Café).

The windows proposed by the owner are “two over two,” meaning the upper and lower sashes each have two glass panels. In this case, the two panels are separated by a vertical muntin. **Historic photos, as well as the survey sheets of the downtown historic survey, show “one-over-one” windows. Staff has commented on this and the owner is amenable to using that style as a condition of grant approval.**

Other components of the project include removing old metal fasteners on the east façade and sealing the holes.

It should be noted that the original façade of the building looked much different than it does today. When built in 1904. The northeast corner of the building was chamfered, cutting the corners about 4 feet in each direction. Since then, the front display windows were opened up and cast concrete features were added at the time the corner of the building was reconstructed to its current right-angle shape. The project does not intend to reconstruct that historic design but, rather, to modernize the windows while retaining their historic look and returning the east façade more to its original appearance.

Project costs: The cost for the 20 window replacements is estimated at \$35,020 (excluding the 5 percent contingency). The applicant is also requesting \$1,000 for reimbursable design time. The applicant is not eligible for the \$1,000 design reimbursement due to the applicant completing their own design work and the project entails primarily window replacement. Staff believes awarding up to \$15,000 for construction and material costs is appropriate for this project.

238-240 Main Street (Quilting Connections)

The grant application for the project at 238-240 Main Street is for façades on Main Street and on Kellogg Avenue. The building was originally built as a two-story structure, but suffered a major fire in 1987 resulting in the removal of the upper floor. The original structure is now covered with various exterior materials, including vertical wood siding,

some original brick, and stucco painted white. Because of these changes, the applicant is seeking to meet the “Other Façade” guidelines. Staff has been in discussion with the property owner about the proposed changes and their consistency with the City’s design guidelines.

Staff has evaluated the two applications for façade improvements under the “Other Façade” guidelines and believes the criteria for approval have not been met. However, there are aspects of the application that have merit and meet some of the intent of the program and will form the basis for a complete project. **Staff will continue to work with the applicant and designer on ways to meet the guidelines and hope to have an eligible application in the event of a second round of applications.**

ALTERNATIVES:

1. The City Council can approve a Downtown Façade Improvement Grant for 300 Main Street in the amount of \$15,000 for the Kellogg Avenue façade with the following conditions:
 - a. The property owner must enter into a grant agreement within the next 6 months to ensure access to the allocated funds and for consistency with the grant program requirements.
 - b. Use one-over-one windows for replacement windows, subject to staff approval.
2. The City Council can refer this request to staff or the applicants for additional information.

MANAGER'S RECOMMENDED ACTION:

The intersection of Kellogg Avenue and Main Street is a focal point of downtown. Having grant applications for two buildings on this intersection is a unique opportunity to improve aesthetics at this focal intersection.

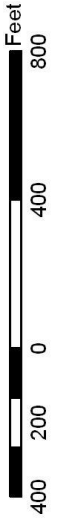
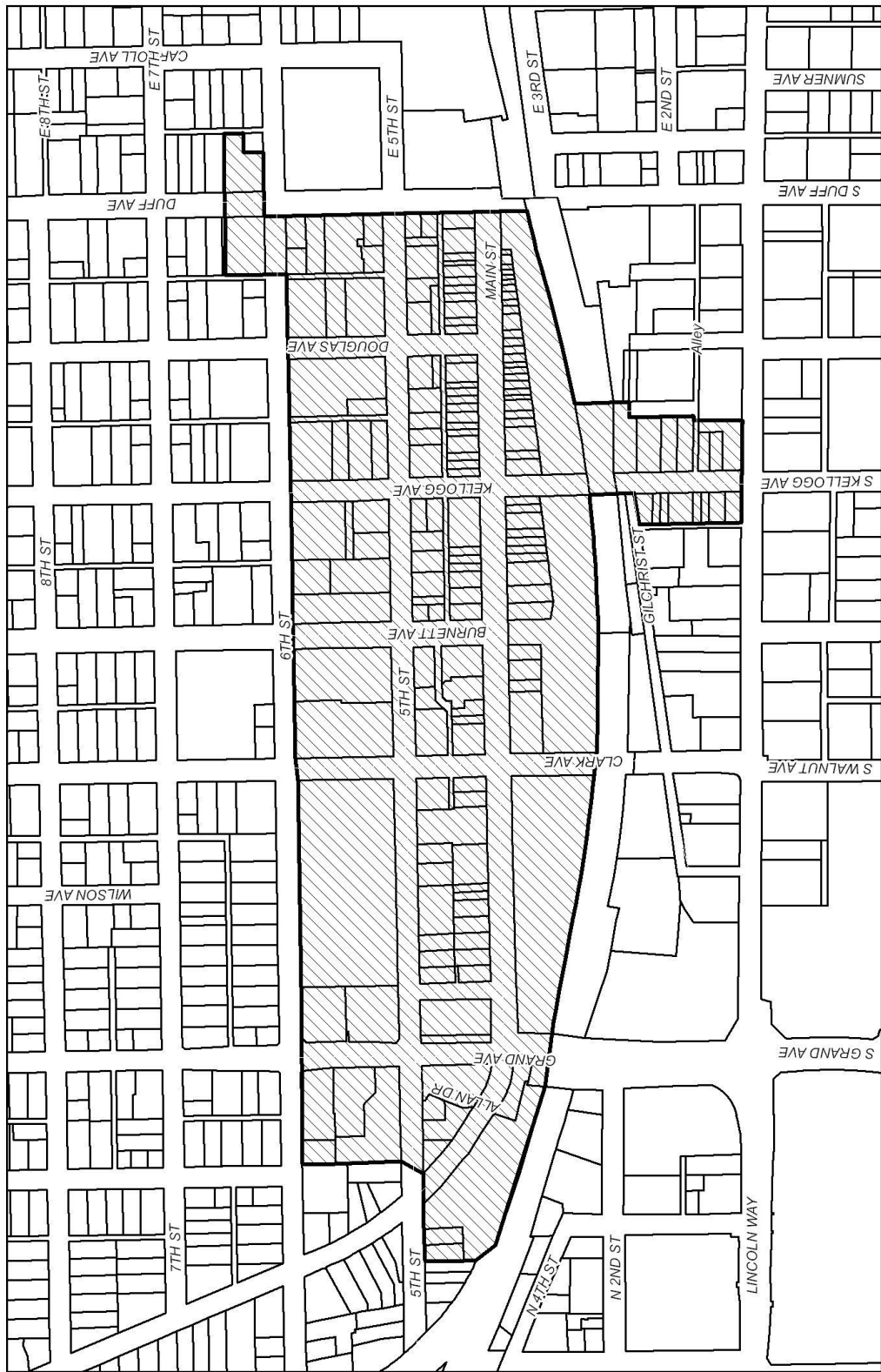
City staff has determined that the proposed Downtown Façade Improvement projects for the Ali Cakes building at 300 Main Street is consistent with the Downtown Design Guidelines. Staff believes that this project has sufficient visual and financial impact and extent of improvements to warrant support of the façade grant program as part of the first round of funding. Staff will continue to work with the owner of 238-240 Main Street to meet the façade grant guidelines for future consideration of their request.

Therefore, it is the recommendation of the City Manager that the City Council approve Alternative #1, thereby approving a Downtown Façade Improvement Grant for 300 Main Street in the amount of \$15,000 for the Kellogg Avenue façade with conditions.

In this round, the amount sought and recommended for awards is \$15,000, leaving \$35,000 plus the \$16,000 from prior year funds that have not been committed in a grant agreement. That leaves a total of \$51,000 for the next round of funding.

Downtown Facade Grant Area

Attachment 1



Prepared June 16, 2011
By the City of Ames Planning Division

Legend

-  Downtown Facade Grant Area

Attachment 2 - Downtown Façade Grant Review

Requirements for all Façade Grants

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

Program Logistics

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

First Grant Period

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

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

Action Steps:

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

Second Grant Period

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

Conditions of Grant Approval

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

300 Main Street(Kellogg Façade): Existing Building



Kellogg Ave Façade



Old Fasteners to be Removed (2 of many)

300 Main Street: Existing Windows

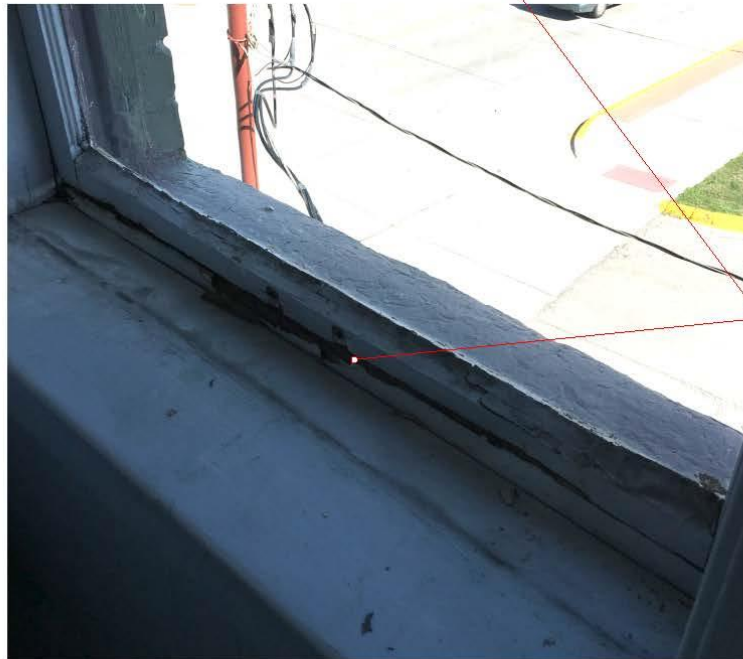


First Floor Window



First Floor Window

300 MAIN WINDOWS
L2 WINDOW CONDITIONS
INTERIOR



THE INTERIOR TRIM WILL BE KEPT AND IS IN GOOD CONDITION

ROT AND DEGRADATION HAS STARTED TO OCCUR IN VARYING LEVELS AND WOOD IS IN POOR CONDITION.

SOME WINDOWS OPERATE FINE AND OTHERS HAVE ISSUES

THE EXISTING WINDOWS LEAK AIR SIGNIFICANTLY CAUSING COMFORT ISSUES.

Second Floor Windows

300 MAIN WINDOWS
L2 WINDOW CONDITIONS
EXTERIOR



BRICKMOULD CAN BE REPLACED BUT FRAME BEHIND IS IN QUESTIONABLE CONDITION. WE ARE CONCERNED WITH CONDITION ONCE SASHES ARE REMOVED

STORM WINDOWS ARE IN POOR CONDITION / NEED REPLACEMENT AND DETRACT FOR THE CHARACTER OF THE WINDOWS. NEW WINDOWS WOULD NOT REQUIRE STORM WINDOWS AND WOULD MATCH LEVEL 1

JOINERY IS STARTING TO PULL APART

ROT AND WEAR HAVE DEGRADED THE SASH AND SILLS

Second Floor Windows

Proposed Building

KELLOGG AVENUE FACADE

THE BUILDING IS LOCATED IN THE HEART OF DOWNTOWN AMES ON THE CORNER OF KELLOGG AVENUE AND MAIN STREET. THE KELLOGG AVENUE FACADE IS ESPECIALLY VISIBLE, SO IT HAS BEEN SELECTED AS THE SCOPE FOR PHASE ONE AND THE DOWNTOWN FACADE GRANT. WE PLAN TO REPLACE THE REMAINING WINDOWS SOON AFTER COMPLETION OF PHASE ONE.

THE SELECTED WINDOWS WILL BE A HISTORICALLY-APPROPRIATE DOUBLE HUNG ALUMINUM CLAD WOOD WINDOW MANUFACTURED BY PELLA OR MARVIN. THE PROPOSED FINISHES ARE A BLACK EXTERIOR WITH WHITE INTERIOR.



BEFORE



AFTER

THE KELLOGG AVE
DOUBLE HUNG WINDOW
REPLACEMENT IS THE
SCOPE OF THE
PROJECT

Project Cost Estimate

Kellogg Window Replacement Budget

Level	RO Height	RO Width	Type	Comments	Material Cost	Labor Cost
1	4'-10"	3'-2"	Double Hung	Vinyl Café Window	\$469	\$600
1	7'-6"	3'-4"	Double Hung	Hometown Tech: Interior drywall removal	\$844	\$600
1	7'-6"	4'-8"	Double Hung	Hometown Tech: Interior drywall removal	\$2,125	\$600
1	7'-6"	4'-8"	Double Hung	Hometown Tech: Interior drywall removal	\$2,125	\$600
1	7'-6"	3'-4"	Double Hung	Alicakes: Interior tile removal required	\$844	\$600
1	7'-6"	3'-4"	Double Hung	Alicakes: Interior tile removal required	\$844	\$600
1	7'-6"	4'-10"	Double Hung	Alicakes: Interior tile removal required	\$2,125	\$600
1	7'-6"	3'-4"	Double Hung	Alicakes: Interior tile removal required	\$844	\$600
1	7'-6"	3'-4"	Double Hung	Alicakes: Interior tile removal required	\$844	\$600
2	6'-8"	3'-4"	Double Hung	Interior trim	\$531	\$400
2	6'-8"	3'-4"	Double Hung	Interior trim	\$531	\$400
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2	6'-8"	3'-4"	Double Hung	Interior trim	\$531	\$400
2	6'-8"	3'-4"	Double Hung	Interior trim	\$531	\$400
2	6'-8"	3'-4"	Double Hung	Interior trim	\$531	\$400

Expanders	\$1,661		Subtotal (w/ 7% tax)	\$22,420	\$12,600
Service	\$125		Contingency	5%	\$1,750.99
			Total		\$36,771
			Reimbursable Design & Documentation Time		\$1,000

Staff Report

**TRINITAS REQUEST TO INITIATE AN URBAN FRINGE LAND USE FRAMEWORK
MAP AMENDMENT TO ALLOW FOR ANNEXATION AND FUTURE
CONSIDERATION OF A STUDENT HOUSING DEVELOPMENT IN WEST AMES**

September 13, 2016

BACKGROUND:

At its August 9, 2016 meeting, the City Council referred a letter from Travis J. Vencel, representing Trinitas, for staff to prepare an explanatory review of their multi-tiered request. The letter from Mr. Vencel asked Council to authorize staff to move forward with four requests. The property in reference consists of two parcels (Belitsos/Wolfe and Crane properties) that total approximately 39 gross acres. A third property owned by Belitsos/Wolfe with an existing home would also be included in the proposed changes, but ultimately would not be part of the development. The area is adjacent to and immediately west of the Ames corporate limits on the south side of Lincoln Way and along the Boone County line of 500th Avenue (see Attachment A). The Trinitas letter is included as Attachment E.

Staff has prepared this report to provide City Council with background information on the request and to determine Council's interest in moving forward with the approval process for the developer's desired project.

The request of Trinitas is for the City Council to initiate the following changes. These are described below and would generally occur sequentially:

1. Initiate an amendment to the Ames Urban Fringe Plan Land Use Framework Map from Highway Oriented Commercial to Urban Residential (Attachment D).
2. Initiate the annexation.
3. Authorize staff to proceed with a traffic study and sanitary sewer analysis of capacity to serve the proposed development.
4. Initiate a Zoning Text Amendment to allow the use type, "dwelling house", as an allowable use in an F-PRD zone to allow for up to 5-bedroom rental homes.

Trinitas has requested initiation of the above items to support construction of a "cottage" style residential development at a proposed density level similar to that allowed in an FS-RL district. Section 29.1202(5) limits FS-RL to a maximum density level of 10 dwelling units per acre. The developer will seek a rezoning to a Planned Residential Development (PRD) to meet their design interests to allow for rental homes known as dwelling houses that are larger than what is permitted within FS-RL.

ISSUE #1: AMES URBAN FRINGE LAND PLAN AND LUPP AMENDMENT

There are two key components to this issue. The first is that, if the site is to be annexed, it must be an Urban Service Area in the Ames Urban Fringe Plan (AUFPP). Secondly, part of the area desired for development along Lincoln Way is presently shown as commercial in the AUFPP. If the area is annexed, a decision will be needed as to whether some or all of this area should be retained for commercial uses, rather than residential.

The site lies outside of and adjacent to the Ames corporate limits. Parcels outside of the corporate limits and within two miles of the City are included in the AUFPP. This document is a shared land use plan with administrative oversight by Story County, the City of Ames, and the City of Gilbert. According to the policies and guidelines of the Plan, the entire site will need to be designated as an Urban Service Area with an Urban Residential designation in order for the entire site to be annexed and developed as proposed.

The AUFPP currently designates the site as Highway-Oriented Commercial and Urban Residential (See Attachment B). The north half of the Belitsos/Wolfe parcel adjacent to Lincoln Highway is designated as Highway Oriented Commercial, generating the need for the Fringe Plan Amendment. The west and southern portion of the site is already designated as Urban Residential. There is also a small area designated as Natural Areas that divides the Belitsos/Wolfe parcel.

Although there is a commercial node shown in the vicinity of the site, which is an Urban Service Area Designation, the Highway Commercial designation is not part of the Urban Services designation. Highway Oriented Commercial is categorized under Rural Urban Transition Area. The stated policies of the fringe plan for Rural Urban Transition Areas are “to be rural in character as it develops, but within an urban setting at some time in the future [page 28]. It is intended to provide an orderly and efficient transition between existing or future urban area and the rural unincorporated areas [page 31]. The area adjacent to Lincoln Highway with the Highway Oriented Commercial designation will need to be amended to allow for annexation.

The lands to the north and west of this site are designated Highway Oriented Commercial. Existing commercial uses already exist in some locations to the north and west. There is also a Convenience Commercial Node shown on the Urban Fringe Map located just to the west, at the intersection of Lincoln Highway and 500th Avenue. Convenience Commercial Nodes represent areas for “neighborhood scale commercial development for conventional suburban residential developments and support a population base of 2000-3000 persons within a one to two mile radius.” [See page 39 of the Ames Urban Fringe Plan].

It could be inferred that changing the north half of the Belitsos/Wolfe property from Highway Oriented Commercial to Urban Residential would not change the intent of the Ames Urban Fringe Plan, given the location of the Convenience Commercial Node designation and its proximity to the proposed site. The node does present the option to consider a small portion of the site to keep the Highway Oriented Commercial designation. The appropriateness of residential could be evaluated adjacent to Lincoln

Way and existing commercial uses developed in the County through the rezoning process.

If the City Council is interested in pursuing the amendment to the Ames Urban Fringe Plan, staff will then forward the request to both the City of Gilbert and Story County for their consideration to initiate an amendment. If initiated, staff will create either a text amendment for annexation of areas in the vicinity of the Node or a map amendment to Urban Residential to allow for annexation. This will then be reviewed by the Planning and Zoning Commission and the City Council before being forwarded to Story County Board of Supervisors and Gilbert. Ultimately, it will take all three jurisdictions to agree to any change to (or to waive their interest in) the Ames Urban Fringe Plan. Once in the City, the question of establishing any commercial zoning for the frontage would be considered at the time of rezoning.

ISSUE #2: ANNEXATION

The applicant's letter requests that Council authorize an application for annexation once the AUFPP is amended. The site is within the Southwest I Allowable Growth Area of the LUPP, which signifies the intent of the City to ultimately annex this area for future growth needs.

The key issue for annexation will be if City Council is willing to consider annexation of only the developer's site as a voluntary annexation, or if there is a desire to try to expand the annexation area through either outreach to other property owners or through the use of the 80/20 rule for non-consenting properties.

City Council could choose to direct staff to assess interest in annexation by adjoining property owners. At that time, staff would contact possible interested property owners to gauge their interest in consenting to the annexation, and would invite them to submit applications as consenting properties. **However, the City may not want to annex additional properties that already contain County development that would become nonconforming within the City. Without a comprehensive strategy for development in the area, staff believes annexation south of Lincoln Way is the most appropriate approach at this time.**

If there is no interest in expanding the annexation, the City Council could consider a 100% voluntary annexation for the site, since it already touches the City and would not create islands or irregularities if all of the Belitsos/Wolfe property is annexed with the Crane property. **Staff believes that no annexation should proceed without receipt of a waiver to withdraw from the current property owner(s) to ensure that City resources are not wasted by a withdrawal from the process.**

Staff also believes that it will be in the City's interest to seek a pre-annexation development agreement for this area. It is likely a number of infrastructure improvements will be needed for development, such as paving of 500th Avenue, improvements to Lincoln Way, and extension of water and sewer to serve the area.

ISSUE #3: TRAFFIC AND SANITARY SEWER ANALYSIS

As part of a proposed annexation, City staff reviews the potential to serve a new area with City utilities. Utilities exist east of the site under Lincoln Way and Norris Street that would need to be extended to the site in order to serve development. A full evaluation of utilities services and infrastructure capacity will need to be done before approval of a specific development.

A traffic study analysis would also be required. The traffic study would analyze the effects of development on the operations of nearby street intersections and consistency of the project with the Long Range Transportation Plan. Public Works staff would define the scope of work and the study would be paid for by the applicant. As mentioned above, there would be a need for frontage street improvements along with this development.

This site is situated within the West Ames sanitary sewer basin that is known to be at or near capacity. Development of the site would feed into the same system that was evaluated by Public Works staff last spring for development impacts. To proceed with annexation and eventual development, sewer modeling must be conducted to analyze the density and type of development to determine if there are negative impacts downstream in the system.

ISSUE #4: TEXT AMENDMENT AND ZONING

The key policy issues for the proposed concept at this stage are whether the type of use for exclusive student housing in a planned F-S area is appropriate for the housing needs of the City, and whether Council is interested in allowing for the 4 and 5 bedrooms rental houses as desired by the applicant.

Once the property is annexed, the developer is clear about their intent for a student housing development of large individual rental homes. Due to the rental provisions and definitions of a “family,” the developer would need a text amendment to proceed with their project within the PRD zoning district rather than a High Density Residential Zoning District. As stated in the attached letter, the developer intends to seek rezoning of the property to Planned Residential Development. A Planned Residence District (Section 29.1203) by definition is intended to promote housing variety that may differ in its design from a standard base zone, such as attached and detached dwellings, clustered housing, and innovative multiple family housing projects. Residential use types allowed within an F-PRD are Single Family House, Two-Family House, Apartment Building, Townhouse and Group Living (Table 29.1203(4)).

As proposed by the applicant, the site would be developed as a mix of 1, 2, 3, 4, and 5 bedroom dwelling homes and duplex homes. The only way to allow for 4 and 5 bedroom homes to be built with the intent to allow for rental to unrelated individuals is if the use type, “dwelling house” is an allowed use in the F-PRD zoning district. The letter to City Council includes a request to allow consideration of and to initiate a Zoning Text Amendment to allow the use type, dwelling house, within the Planned Residence District (F-PRD).

A “dwelling house” is defined within the Zoning Code as “any building in an “RM” and “RH” district consisting of no more than one dwelling unit designed for and occupied exclusively by a single family, or by not more than one more person than the number of bedrooms, up to five people, provided there is one parking space per bedroom for units with two bedrooms or more...”

Council may see the addition of “dwelling house” in line with the intent of allowing various housing types within a PRD. The F-PRD district also allows for a wide range of densities, including low, medium, and high density as listed in Table 29.1203(5), though the applicant’s letter states that they would not be proposing a density higher than allowed in an FS-RL (residential low density) district. Otherwise, the developer would need to build housing with at least three attached units to be classified as apartments, which would also allow for rental of up to 5 unrelated individuals.

A PRD text amendment would occur in sequence after annexation of the property and at the time of zoning of the property.

STAFF COMMENTS:

The developer has a clear desire for a specific project type on the subject site. At this time the developer seeks input from the City Council on Council’s willingness to consider their proposed concept and to then initiate a number of steps for review and eventual approval of the project. If the City Council is not interested in the type of project or project location proposed by the developer, they would like that feedback before investing their time and the City’s resources in the Fringe Plan Amendment and annexation process.

Staff believes the interest in annexation and development of the site is consistent with the City’s general plans for growth due to the designation of the area as Southwest I Allowable Growth Area. However, there are project specific issues that need to be resolved in terms of infrastructure needs, desirability of the proposed use, and ultimately the configuration and layout of the development as a PRD. Although the developer will have a density similar to FS-RL, the housing type and use will be more consistent with the types of uses seen in FS-RM. City Council will need to consider this question of use as a policy issue for housing needs for the City where the LUPP would expect single-family home development rather than larger scale rental developments.

If the City Council chooses to initiate the Fringe Plan Amendment, the overall timeframe to complete all of the steps, including subdivision and site plan approvals, is 7 to 9 months. The Fringe Plan amendment and annexation would be sequential. City Council would then need to decide whether to consider the text amendments and PRD rezoning concurrently or sequentially.

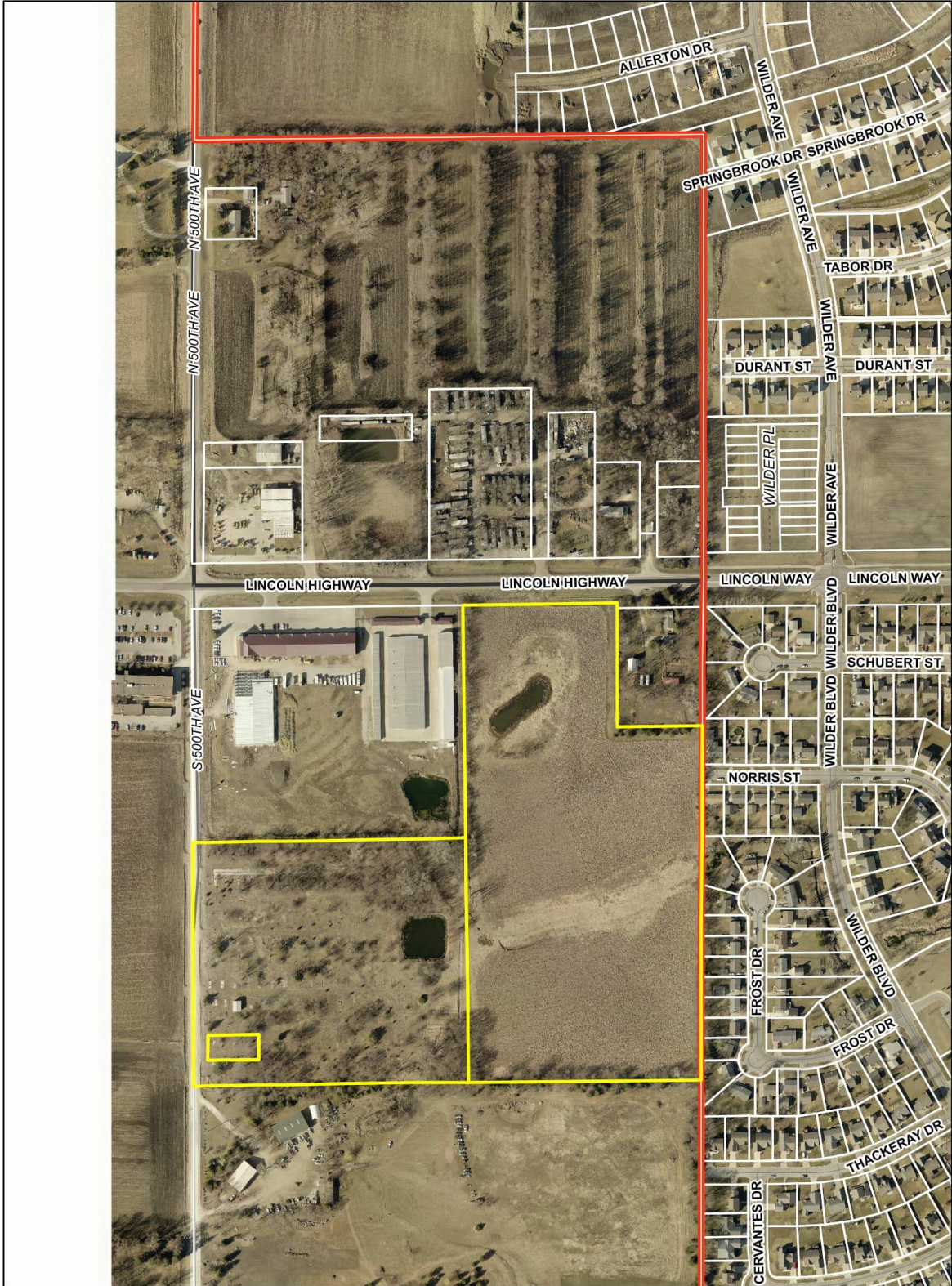
In summary, the following major activities are needed for the proposed project to proceed:

- **Amendment to the Ames Urban Fringe Plan and LUPP** for a portion of the site from Highway Oriented Commercial to Residential. An Amendment would require

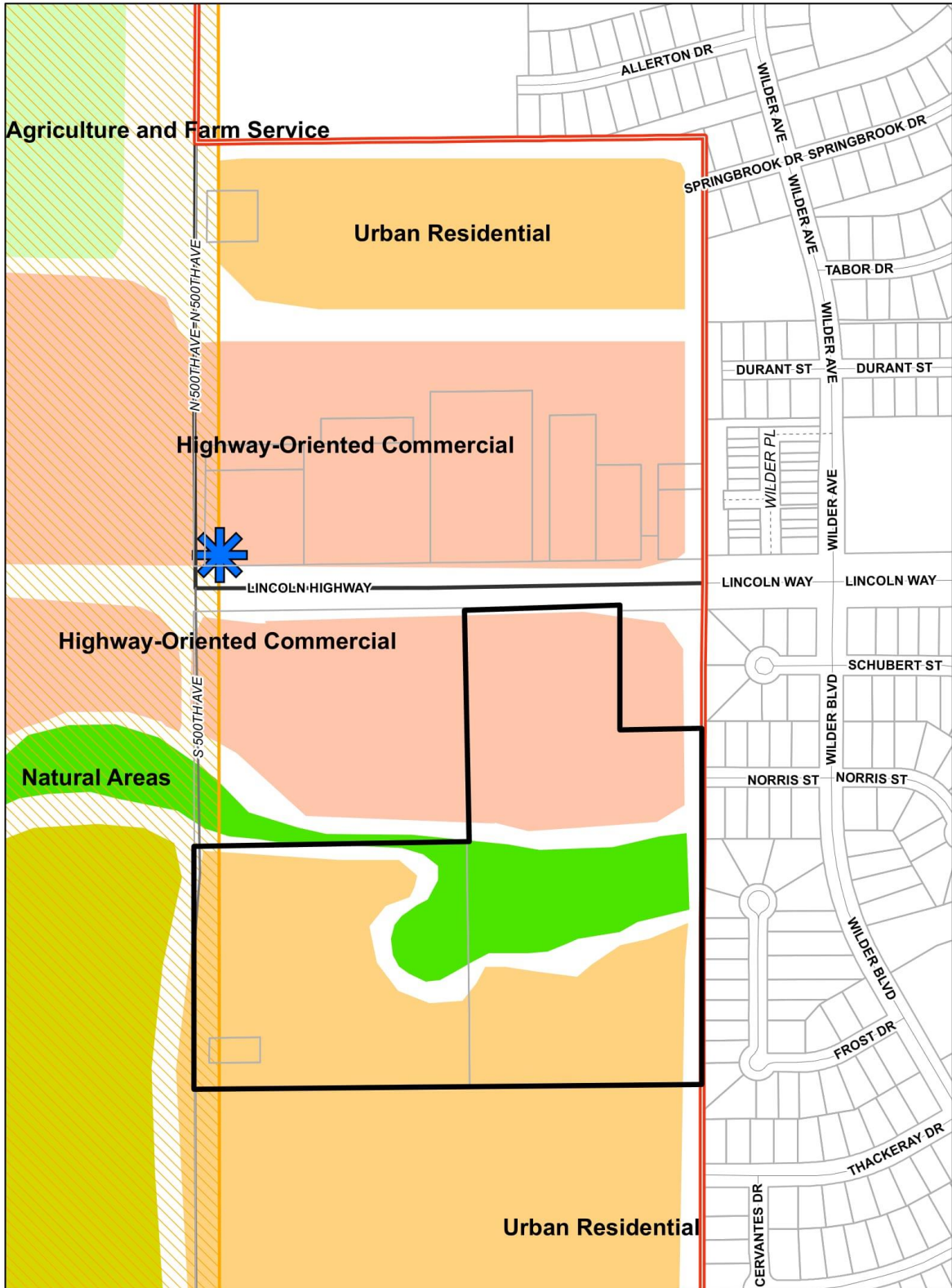
approval by Story County and the City of Gilbert. This would then go before the Ames Planning and Zoning Commission and the City Council. Approximate time line would be approximately 3- 4 months (mid-September to late November).

- **Annexation of the approximately 40 acres** as proposed in the applicant's letter and possibly a larger area of annexation if staff is directed by Council to conduct outreach to adjacent properties. Annexations are governed by Code of Iowa Section 368.7. An annexation would take approximately 3-4 months and cannot proceed without the Fringe Plan amendment's approval. (mid/late November to mid-February).
 - Staff recommends that the annexation efforts be focused south of Lincoln Way and not be expanded to consider areas north of Lincoln Way at this time.
 - Staff also recommends that future annexation not occur without a pre-annexation agreement addressing future development issues for the site.
- **Text Amendment to the Planned Residential District to allow "dwelling house" as a permitted use type** within the zoning district. The text amendment would be needed in order for the applicant to develop the site as proposed. Such an amendment could be reviewed concurrently with the PRD rezoning and site plan request.
- **Rezoning from Agricultural to F-PRD** as indicated by the applicant. The rezoning would likely proceed only in the event that a text amendment is approved to allow dwelling houses as a permitted use within the Planned Residential District. A rezoning would take approximately 3 months (February to May).

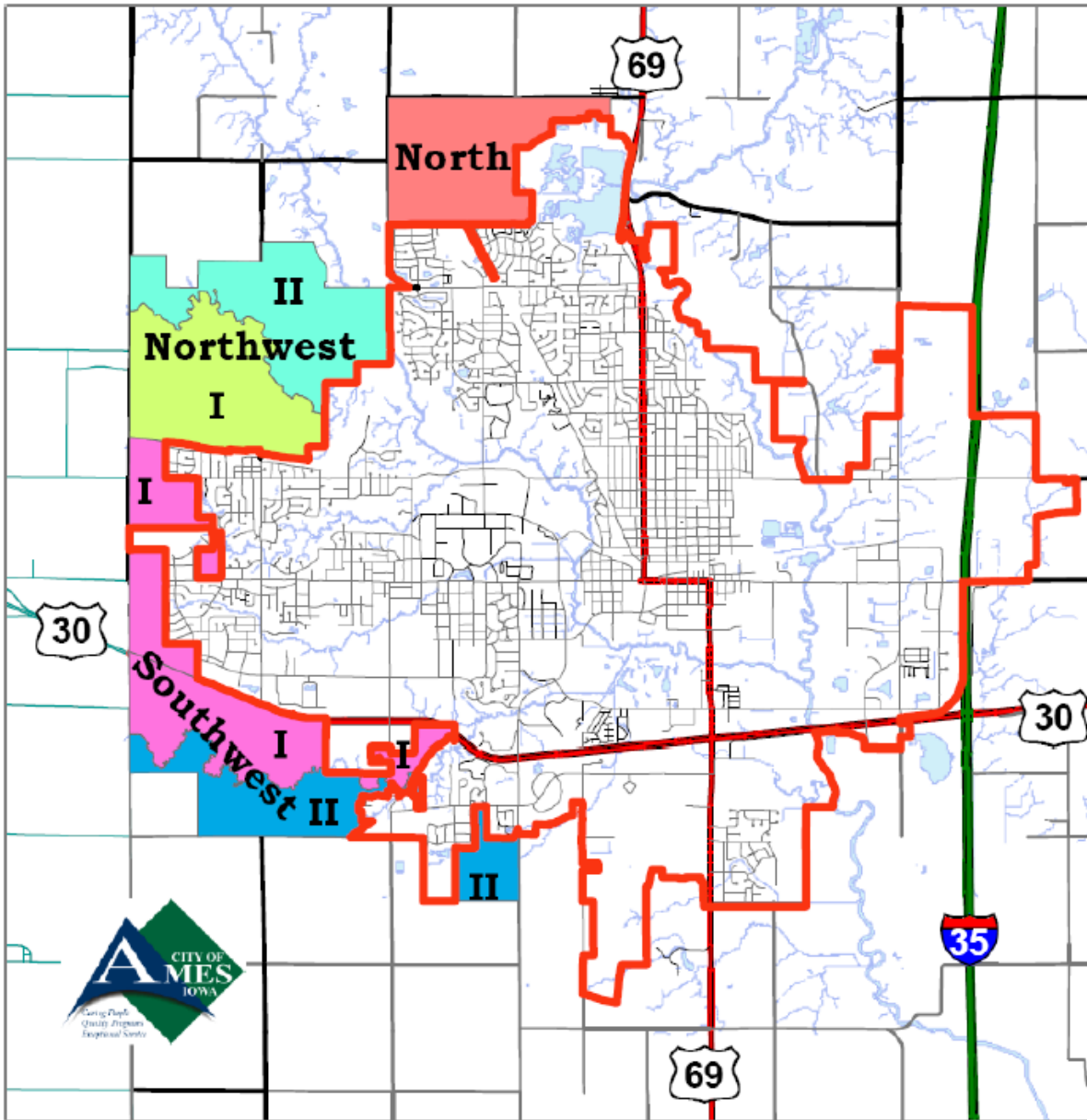
Attachment A: Location Map



**Attachment B: Ames Urban Fringe Plan
Land Use Designations**



**Attachment C: Allowable Growth Areas
(Excerpt from Land Use Policy Plan)**



Attachment D: Land Use Policies (Excerpts from Ames Urban Fringe Plan)

HIGHWAY-ORIENTED COMMERCIAL (HOC)

This designation applies to commercial land uses along arterial corridors that are primarily designed to accommodate the automobile. It is intended to provide for an orderly and efficient transition between existing or future urban areas and the rural, unincorporated areas.

HOC Policy 1: Highway-Oriented Commercial designation includes commercial uses that are more compatible with the characteristics of rural areas than with urban commercial corridors and centers.

HOC Policy 2: Strategically locate Highway-Oriented Commercial in targeted areas along high traffic transportation corridors. (Relates to RUTA Goal 3.2, 3.5)

HOC Policy 3: Give preference to clustering of uses in order to limit the short-term and long-term costs associated with infrastructure improvements and the distribution of public services. (Relates to RUTA Goal 3.2, 3.4)

HOC Policy 4: Require urban transportation infrastructure to meet the demands of high vehicular movement. (Relates to RUTA Goal 3.2, 3.3)

HOC Policy 5: Require full urban infrastructure standards under certain conditions such as location with respect to existing or planned urban infrastructure, intensity or size of development improvements, timing of development, development design, and commercial use, such as a restaurants, water intensive uses, or places designed for the gathering of people. Such urban infrastructure standards may include, but not be limited to, wastewater treatment and potable water distribution of sufficient size to support emergency services. If these improvements are not installed at the time of development, require infrastructure assessment agreements. (Relates to RUTA Goal 3.2, 3.3)

HOC Policy 6: Where the city does not require urban standards, require temporary common wastewater collection systems that meet IDNR and city specifications, and temporary common water distribution systems, such as wells or rural water services, that meet specifications of the City of Ames or City of Gilbert. Require agreements that if and when the property is annexed to a city, the land developer and/or landowner shall be responsible for the full cost of abandoning the rural systems and connecting to urban infrastructure. (Relates to RUTA Goal 3.2, 3.3)

HOC Policy 7: Make provisions to protect environmental resources, environmentally sensitive areas and adjacent Natural Areas. (Relates to RUTA Goal 3.4)

HOC Policy 8: Mitigate and manage stormwater run-off, soil erosion, and wastewater discharge according to IDNR, county and city standards. (Relates to RUTA Goal 3.4)

HOC Policy 9: Require annexation and development agreements to guide future transition of the subdivision/development into the City of Ames or City of Gilbert. (Relates to RUTA Goal 3.2)

URBAN RESIDENTIAL (UR)

This land use designation applies to areas reserved for future city growth. Residential land uses within Urban Residential designated areas are annexed and then developed at an urban density and with infrastructure and subdivision according to urban standards.

UR Policy 1: This land use designation includes residential use in "traditional" Village Residential Development with minimum average net density of 8 units per acre. It also includes conventional single-family/suburban residential development with minimum average net residential densities of 3.75 units per acre and conventional suburban/medium density residential development with minimum average net residential densities of 10 units per acre. When combined in a development or area, conventional suburban single-family and conventional suburban medium density residential developments should not exceed 5 dwelling units per net acre.

UR Policy 2: Require annexation by the city before land is developed or further subdivided.

UR Policy 3: Require urban infrastructure and subdivision standards, including urban right-of-way standards, urban street construction, urban sanitary and potable water systems and urban storm water management systems.

UR Policy 4: Require land development agreements with the city before land is developed or further subdivided.

UR Policy 5: Mitigate and manage stormwater run-off, soil erosion, and wastewater discharge according to IDNR and city standards.

CONVENIENCE COMMERCIAL NODE (CVCN)

Convenience Commercial Nodes represent areas for neighborhood scale commercial development for conventional suburban residential developments and support a population base of 2000 – 3000 persons within a one to two mile radius. Total land area of a Convenience Commercial Node is generally between one and ten acres. Land use and standards for building placement and materials, landscaping and screening, signage and lighting ensure compatibility between the commercial activity and adjacent residential land uses will be.

CVCN Policy 1: Require land uses that serve convenience and localized neighborhood needs and are functionally and aesthetically compatible with surrounding residential land uses.

CVCN Policy 2: Each commercial building can be no larger than 35,000 square feet, and is located within a cluster of other commercial land uses, which cannot exceed a total of 100,000 square feet.

CVCN Policy 3: Locate Convenience Commercial Nodes on streets of collector class or greater.

CVCN Policy 4: Require clustering of uses to limit the short-term and long-term costs associated with infrastructure improvements and the distribution of public services.

CVCN Policy 5: Require annexation by the city before land is developed or further subdivided. In some cases, depending on the initial square footage to be developed, type of commercial use, or timing of development, the City may determine that convenience commercial node is to be rural in character and may not be required to be annexed until some time after initial development.

CVCN Policy 6: Require urban infrastructure standards and subdivision standards, including urban right-of-way standards, urban street construction, urban sanitary and water systems and urban storm water management systems.

CVCN Policy 7: Where the city does not require annexation before development, require temporary common wastewater collection systems that meet IDNR and city specifications, and temporary common water distribution systems, such as wells or rural water services, that meet specifications of the City of Ames or City of Gilbert. Require agreements that if and when the property is annexed to a city, the land developer and/or landowner shall be responsible for the full cost of abandoning the rural systems and connecting to urban infrastructure.

CVCN Policy 8: Mitigate and manage stormwater run-off, soil erosion, and wastewater discharge according to IDNR, county and city standards.

CVCN Policy 9: Where the city does not require annexation, require annexation and development agreements to guide future transition of the subdivision/development into the City of Ames or City of Gilbert.

Attachment E: Applicant's Request

August 5, 2016

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

RE: Request for a Council Action on Parcels in West Ames

Honorable Mayor & City Council:

Trinitas has acquired options to purchase two parcels for residential development in west Ames. The Crane and Beltsos/Wolfe properties are shown on the map below. The Crane parcel is 13+ acres (including County right of way) and the Beltsos/Wolfe property is 21 acres, for a total of approximately 39 acres.



Trinitas met with the Planning Director Kelly Diekmann on July 22nd and was advised that City Council action is required before these parcels can be annexed into the City of Ames for residential development. Trinitas is proposing a townhome/cottage style development in the area using the F-PRD zoning process at an FS-RL density level. In order to proceed with the annexation process Trinitas needs City Council to permit the following:

- Authorize City Staff to proceed with an amendment to the Ames Urban Fringe Joint and Cooperative Agreement (the "Plan") and the related Land Use Framework Map of the Plan to designate the parcels as being within the Urban Service Area.
- Authorize City Staff to initiate the annexation into the City of Ames, once the Plan is amended.
- Authorize consideration of an ordinance change to allow the "dwelling house"¹ as an allowable use in an F-PRD zone. This would allow for 4-5 bedroom units with unrelated tenants. The "dwelling house" is currently only allowed in the RM and RH zones.
- Authorize City Staff to proceed with a sanitary sewer analysis of the property to make sure there is sufficient capacity for the development's planned density.

¹ Section 29.201(60) of the Ames Municipal Code defines a "Dwelling House" as any building in an "RM" or "RH" district consisting of no more than one dwelling unit designed for and occupied exclusively by a single family, or by not more than one more person than the number of bedrooms, up to five people, provided there is one parking space per bedroom for units with two bedrooms or more, or in University Impacted areas 1.25 parking spaces per bedroom in units with two or more 4 bedrooms, and one bedroom units shall have 1.5 parking spaces per unit.

- Authorize City Staff to proceed with a traffic study, at the expense of Trinitas, with respect to the proposed development's impact on traffic in the area.

Trinitas is asking City Council to authorize proceeding with an amendment to the Plan to change the designation of the area adjacent to Lincoln Way on the Belitsos/Wolfe property from Highway Oriented Commercial ("HOC") within the Rural/Urban Transition Area to Urban Residential within the Urban Service Area. A strip of land adjacent to Lincoln Way is shown as HOC. Trinitas does not see a need for HOC in this area and, additionally, there is a wetland on that strip of land that severely limits any possible commercial development next to Lincoln Way. Furthermore, a commercial node is planned at the nearby intersection of Lincoln Way and 500th Avenue. There is sufficient HOC to serve the area.

Trinitas is planning for a mix of 1, 2, 3, 4 and 5 bedroom dwelling homes and duplex homes. Trinitas would prefer to rezone to F-PRD once annexation is complete. The residential densities planned for the parcel are appropriate for FS-RL zoning.

Trinitas is asking for change to allow the "dwelling house" in the F-PRD zone. The F-PRD process is at City Council's discretion and involves considerable planning with City Staff, Planning & Zoning review, and City Council approval of the site plan and architecture as part of the rezoning process. As such, the City will be able to exercise considerable control over the location of dwelling houses as part of the rezoning process. The F-PRD zone has the ability to assure adequate parking for the 4 and 5 bedroom dwellings.

Trinitas is also asking City Council to direct City Staff to begin the process to see if there is adequate sanitary sewer capacity to serve the development and to initiate a traffic study to determine the traffic impact of the development. Staff has informed Trinitas of the issue but would not proceed to study the issue unless directed by City Council.

Trinitas is looking to start construction of the project in Summer of 2017 with occupancy in August of 2018. In order to meet that schedule it is the desire of Trinitas that the Plan amendment be completed by the end of 2016, with annexation and the remaining action items to follow shortly thereafter and commence in the beginning of 2017. Annexation will be entirely voluntary and will not require any additional non-consenting parcels to be included in the annexation. Following annexation will be rezoning to F-PRD. The rezoning process is estimated to take 3-4 months which puts the construction start date at Summer 2017.

Trinitas is very interested in developing in Ames. After being turned down for development on S. 16th we asked City Staff for the best location for a Trinitas cottage style development, a product which will be new to Ames, and Trinitas was directed to the west Ames area. Fortunately for Trinitas we found property owners willing to sell in the area that City Staff felt appropriate for our development. We look forward to bringing our product to Ames in the near future.

Sincerely,



Travis J. Vencel

cc: Diane Voss, City Clerk
Kelly Diekmann, Director, Planning & Housing
Steve Schainker, City Manager

COUNCIL ACTION FORM

SUBJECT: PARTNERSHIP WITH MAIN STREET CULTURAL DISTRICT ON NATIONAL REGISTER OF HISTORIC PLACES NOMINATION FOR DOWNTOWN

BACKGROUND:

The City of Ames initiated preparation of National Register of Historic Places nomination for the downtown area in 2011 (Location Map-Attachment 1). At that time the City hired an historian to complete site inventory sheets of properties in downtown and for outreach to downtown businesses as Phase 1 of the nomination process. Phase 2 was to prepare the nomination forms and complete the process with the State Historic Preservation Office for listing of the downtown as an historic district on the National Register.

Unfortunately, in 2013 City staff had to terminate the historian's work on preparation of the site inventory sheets. Phase 1 of the project was not completed and Phase II was never started. City staff received draft site inventory sheets as part of the work that was done with Phase I. **Completing Phase I of this project is listed on the Planning and Housing Department's work plan, but has not been prioritized at this time.** Staff believes that selection of a new historical consultant with a potential cost of \$15,000 to \$20,000 would be required to complete both Phase I and Phase II.

Recently, the Main Street Cultural District (MSCD) expressed an interest in pursuing a listing of the downtown area as an historical district to assist in their efforts for recognition and grant opportunities with Main Street Iowa. The MSCD Executive Director contacted staff to see if the prior Phase I documents were available for use by the MSCD to complete the nomination process. MSCD believes that, with assistance from ISU faculty and student interns, they may be able to complete both Phase I and Phase II.

The MSCD has requested that the City allow them to use the draft site sheet information in preparation of a Downtown nomination. The MSCD will focus their efforts on Main Street and the south side of 5th Street based upon the preliminary work that has already been done.

ALTERNATIVES:

1. Authorize staff to share copies of the draft site inventory sheets and materials related to the preparation of a Downtown National Register of Historic Places nomination with the Main Street Cultural District for their preparation of a nomination.
2. Defer action on preparing a nomination with MSCD until the City has completed

Phase I.

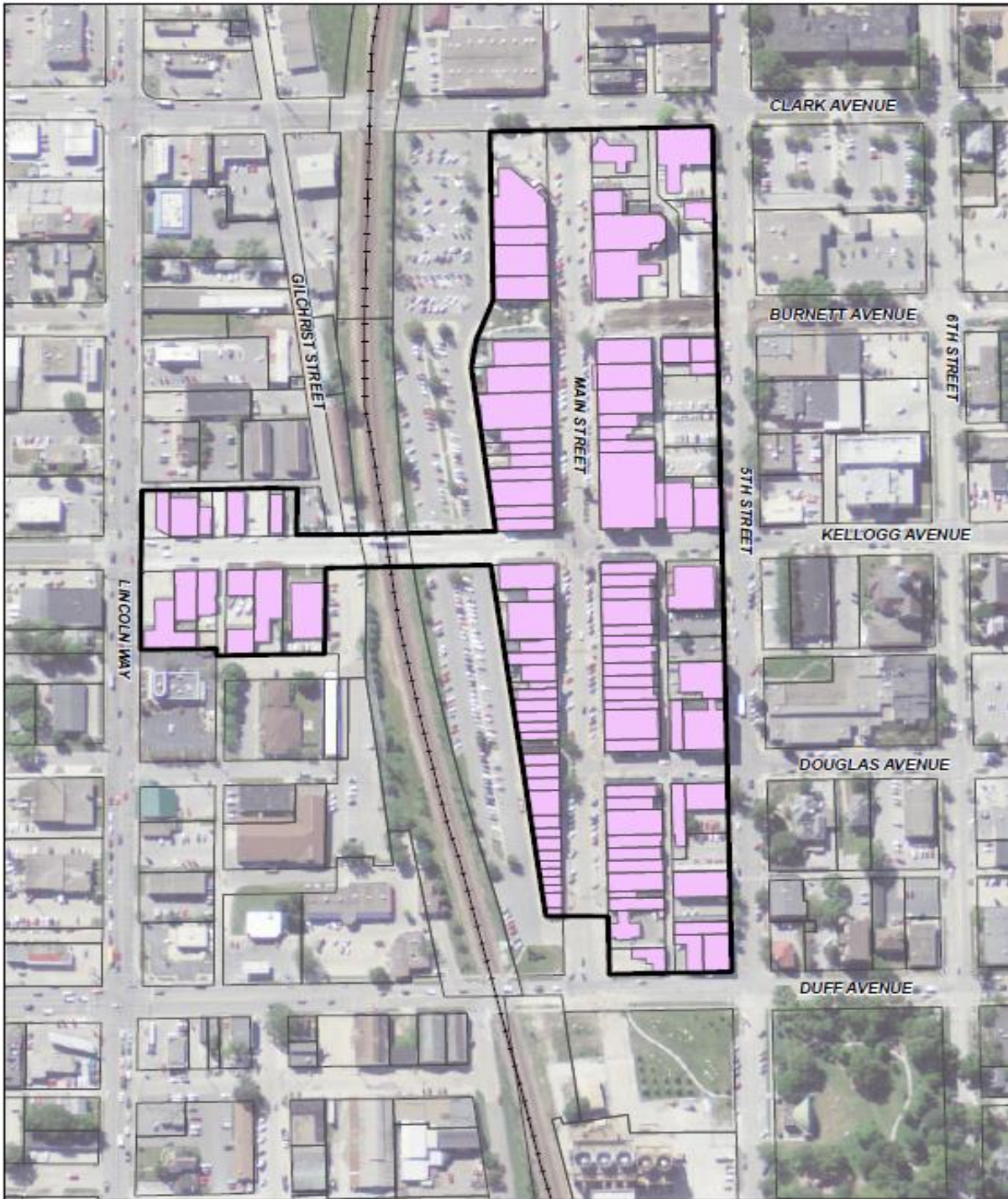
MANAGER'S RECOMMENDED ACTION:

When Phase I was ended, City staff retained the draft sheets. With the help of two community volunteers, notations were made with corrections and information needed for how to proceed with the work. However, due to other priorities, completion of the work has not occurred in the past 2+ years.

The Main Street Cultural District would benefit from the listing of downtown on the National Register in terms of the Main Street Iowa program. The initial evaluation of the site inventory sheets appears to support the nomination of the downtown as a District, and with technical assistance from ISU faculty and interns, MSCD may be able to complete the project. Staff support for such an effort by the MSCD would be minimal compared to the City completing the project on its own, and would consist primarily of coordination of information and providing background to individuals working on the project. If the nomination process is completed, it would require a review by the Historic Preservation Commission and ultimately concurrence for listing by the City Council.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby authorizing staff to share the Phase I work with the Main Street Cultural District in support of a National Register of Historic Places nomination of downtown as an historic district.

Attachment 1



Downtown Ames Intensive Survey Area



Map Created July 26, 2011
by City of Ames Planning & Housing Department

Filepath: G:\Ames\Departments\Ames_Planing_and_Housing\GIS_PROJECTS\Current Projects

-  Area
-  Parcels
-  Buildings



Background Photo: August 2010 Color Aerial
0 130 260 520 Feet

STAFF REPORT

**Underground Geothermal Well request within Conservation Easement
in Quarry Estates, 1st Addition**

August 23, 2016

Background:

On July 12, 2016, the City Council referred a request from Brian Torresi, Davis Brown Law Firm, dated July 8, 2016, to place underground geothermal wells within the Conservation Easement in Quarry Estates Subdivision, 1st Addition.

The City of Ames acquired this specific Conservation Easement during plat approval of Quarry Estates Subdivision, 1st Addition. **This was consistent with the Conservation Subdivision requirements as outlined in Chapter 23 of the Ames Municipal Code.** The intent of the conservation area is to preserve the existing natural features of the site, to preserve the natural drainage features and hydrologic characteristics of the landscape, to reduce the impacts of development on the landscape including protecting the water quality and groundwater of Ada Hayden, to protect and restore environmentally sensitive areas and biological diversity, to minimize disturbance to existing soils and vegetation, and to maintain environmental corridors.

As part of the Final Plat agreement, staff worked with the developer to ensure preservation of this conservation area. The developer will be placing a two-foot wide limestone chip band with boulders and signage to delineate the conservation easement. This is a measure to prevent usage of the conservation area by adjacent landowners.

The **recorded Conservation Easement** states:

The foregoing rights are granted upon the express condition that the undersigned shall not erect or place within the easement areas identified herein any buildings or other structure or improvement, including, but not limited to, a retaining wall or fence, or any trees, shrubs, or other landscape plantings other than grass or comparable ground cover except without the consent of the City of Ames, Iowa.

The **Municipal Code, Chapter 23 – Subdivisions, defines a structure** as follows:

Structure: Anything designed and constructed for use on, above or below the surface of land or water and located on land or attached to something located on land. "Structure" includes, but is not limited to, any buildings.

Mr. Torresi questioned this definition of structure in relation to a geothermal well, but the City Attorney concurred that a geothermal well is considered a structure in the context of the easement. Therefore, staff denied the request to place a geothermal well within the Conservation Easement.

The referred letter indicates that Lots 14 through 24 have large, unbuildable areas covered by the Conservation Easement. According to the Final Plat, lot areas range from 15,042 to 29,368 square feet. Net buildable areas on these lots outside of the Conservation Easement and Public Utility Easements range from 10,812 to 19,497 square feet.

As part of the referral, City Council asked about locations where the City already has pipelines or other utilities that already go under City easements. After using the City's GIS to do an analysis of the City's utility infrastructure in comparison to existing environmental-type easements throughout the community, staff found there are a few locations where sanitary sewer pipe and manholes exist within these boundaries. These are primarily along College Creek and Clear Creek, which are expected locations since the lowest areas provide the best route for gravity sewer mains.

As for private utilities such as gas mains and communications lines, the City's GIS does not include locations of these utilities. These utilities are primarily located within the roadway right-of-ways, public utility easements, or within private easements obtained by the private utility company. Any private utility being installed, maintained, etc., within the right-of-ways or public utility easement are required to obtain approval from Public Works through issuance of a right-of-way permit.

Staff has identified two basic options for responding to this request.

Option 1:

Deny the request. This option has the greatest likelihood of insuring that the integrity and water quality of Ada Hayden Lake is improved and protected through establishment of an undisturbed conservation easement area planted in native prairie mix. This option would accept the interpretation that a geothermal well meets the definition of structure as defined in the Municipal Code, Chapter 23 Subdivisions.

If Option 1 is selected, no further action is needed by City Council, since staff has already denied this request. Affected home owners would need to install geothermal systems outside of the conservation easement area.

Option 2:

Approve the request. This option would allow for the installation and, when needed, maintenance of the geothermal systems within the conservation easement area. It should be acknowledged that there may be future environmental impacts with the need to repair and maintain these geothermal wells. Even though staff previously denied this request, the easement language specifically allows for the City Council to grant an exception to the prohibition to construct any structures within the conservation easement.

If Option 2 is selected, this item should be placed on a future meeting agenda for City Council approval.

COUNCIL ACTION FORM

SUBJECT: **MILLENNIAL MARKETING CAMPAIGN**

BACKGROUND:

In working toward the goal of developing a brand communications plan, the City Council refined its focus to a more specific marketing campaign specifically targeting young adults transitioning to families and encouraging them to relocate to Ames. The geographic market was defined as those currently living along the I-35 corridor between Ames and Des Moines. Following a competitive bidding process, the City's Public Relations Officer began working with marketing consultants ZLR Ignition on the first phase of a millennial marketing campaign. After completing interviews, focus groups, a communications audit, and data analysis, ZLR Ignition is proposing that the next phase be a 12-month marketing campaign to capitalize on community strengths identified by the research as important to this demographic.

ZLR recommends focusing the campaign around the concept: "Ames is a city where millennials can build an active and fulfilled life in a community rich with abundant opportunities to belong, participate, and grow." This includes positioning Ames as an attractive place by increasing awareness of Ames' unique brand advantages:

- Ames is a city with a small-town feel (safe, welcoming, nourishing, comfortable, family-friendly, values-based)
- Ames offers big-city living (outdoor activities, strong education, restaurants, downtown cultural district, ISU performing arts, cultural and Big 12 athletic events)
- Ames is a city full of opportunity (jobs, outdoor activities, social activities, volunteer/participation opportunities, entertainment)

These three areas overlap to communicate that Ames offers abundant activities, a fulfilled lifestyle, and a strong sense of community.

The attached marketing plan proposed by ZLR Ignition would develop a series of content packages which align with campaign messages and tell community stories. The proposed campaign would focus on digital and social channels – website and social media – to publish and communicate the campaign messages; and the plan includes outdoor, social and digital paid media to create awareness with the target audience. The plan also includes analysis of the digital metrics to determine campaign effectiveness.

The City Council initially budgeted \$200,000 from the general fund to address the goal of developing a Brand Communication Plan. That amount was reflected in the FY2015 adjusted budget. That funding has been carried over in the Public Relations budget. A total of \$55,000 was previously allocated for the first phase of the millennial marketing plan with ZLR Ignition. Therefore, \$145,000 is still available from that budget for the marketing campaign.

ALTERNATIVES:

1. Authorize City staff to enter into a consulting agreement for the attached millennial marketing campaign with ZLR Ignition, of Des Moines, Iowa, in an amount not to exceed \$145,000.
2. Direct staff to work with ZLR to modify the consulting agreement,
3. Do not approve entering into a consulting agreement.

MANAGER'S RECOMMENDED ACTION:

A millennial marketing campaign will complement the City's ongoing efforts to promote Ames as an ideal community to work, live, raise a family, retire, and enjoy. Through the use of data, ZLR has developed a strategic, sustainable approach to reach out to a frequently targeted demographic. This campaign has the potential to support many other ongoing workforce recruitment campaigns throughout the community, as well as to generate a favorable impression of Ames beyond the desired demographic.

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



The City of Ames Campaign Launch Plan

The purpose of this campaign is to reach the target audience – millennials – with Ames’ unique advantages:

“Ames is a city where millennials can build an active and fulfilled life in a community rich with abundant opportunities to belong, participate, and grow.”

Ames owns this unique advantage because our research shows Ames wins in these three areas:

- **HEART:** A city with a small-town feel (safe, welcoming, nourishing, comfortable, family-friendly, values-based)
- **MIND:** A city offering big-city living (outdoor activities, strong education, restaurants, downtown cultural district, ISU performing arts, cultural and Big 12 athletic events.)
- **SOUL:** A city full of opportunity (jobs, outdoor activities, social activities, volunteer/participation opportunities, entertainment)

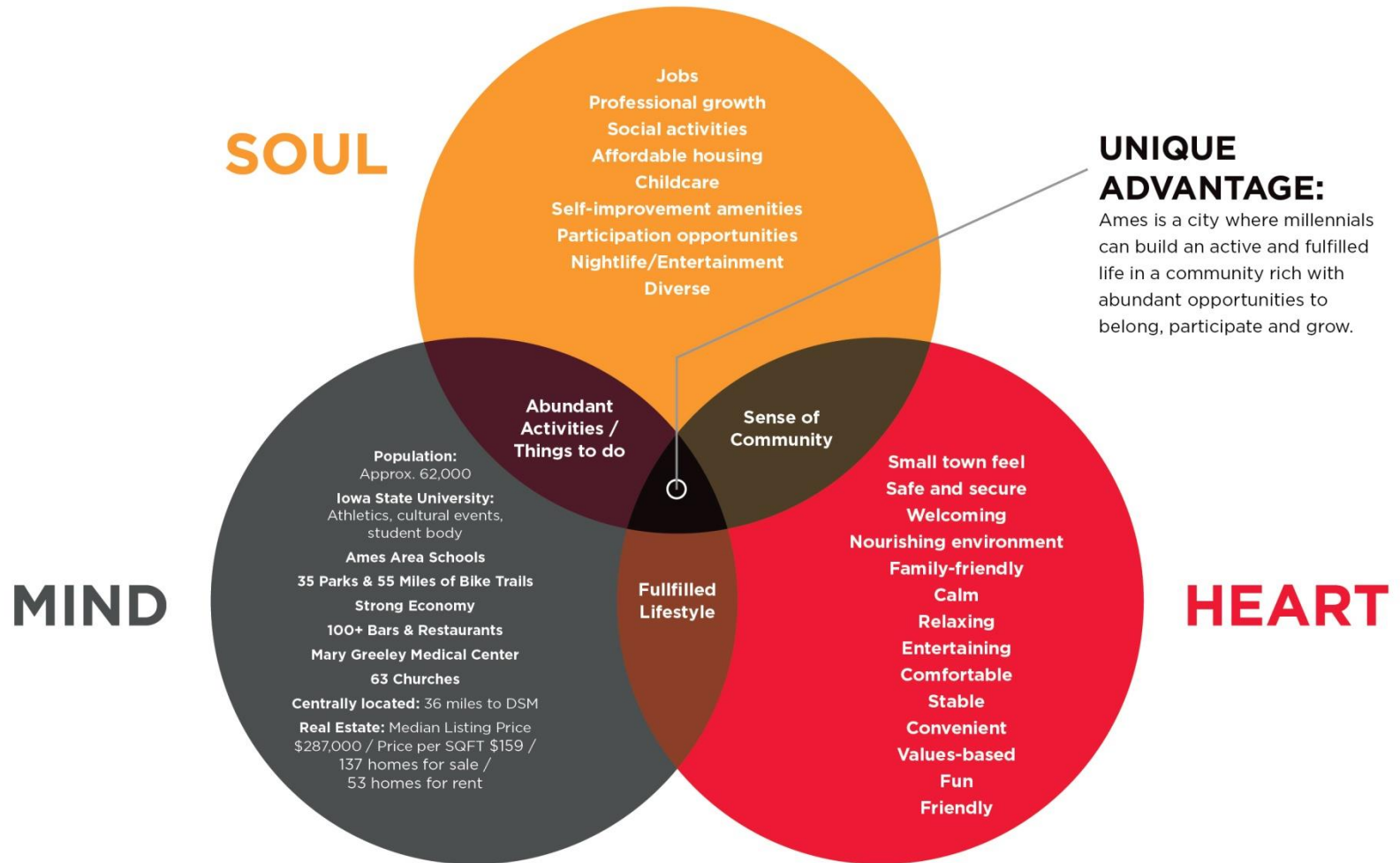
These three areas overlap to say Ames offers:

- ABUNDANT ACTIVITIES
- FULFILLED LIFESTYLE
- A SENSE OF COMMUNITY

Moving forward with this campaign, all facets of communications produced and distributed by the City of Ames will convey the experiences and emotions of an active, entertaining and fun city.



**The City of Ames
Campaign Launch Plan**





The City of Ames Campaign Launch Plan

Objectives:

- Brand and position Ames as an attractive place to live for young adults transitioning to families currently living along the I-35 corridor between Ames and Des Moines
- Increase awareness of Ames unique brand advantages specific to the target audience
- Increase brand communications portraying the community's unique brand advantages

Strategies:

- Develop content packages which align with campaign messages and tells the community stories
- Use digital and social channels – website and social media – to publish and communicate the campaign messages and community stories (content)
- Use outdoor, social and digital paid media to promote the campaign and create awareness with the target audience

Audiences:

- External Core: Young professional transitioning to families living along the I-35 corridor between Ames and Des Moines
- External Secondary: Chambers, Local Businesses, Residents, Media Partners, Corporate Partners, Planners, Visitors, ISU Students
- Internal: Staff, City Council

Measurement:

- Increased local and state-wide media coverage of the community's stories
- Increased social media engagement by current and prospective residents
- Increased web traffic by current and prospective residents
- Residents and the target audience living within the I-35 corridor between Ames and Des Moines will be familiar with the campaign and relate it back to the campaign messages



The City of Ames Campaign Launch Plan

Content Marketing Strategy:

- **Develop a content package (2) which aligns with the campaign messages and tells the community stories.**

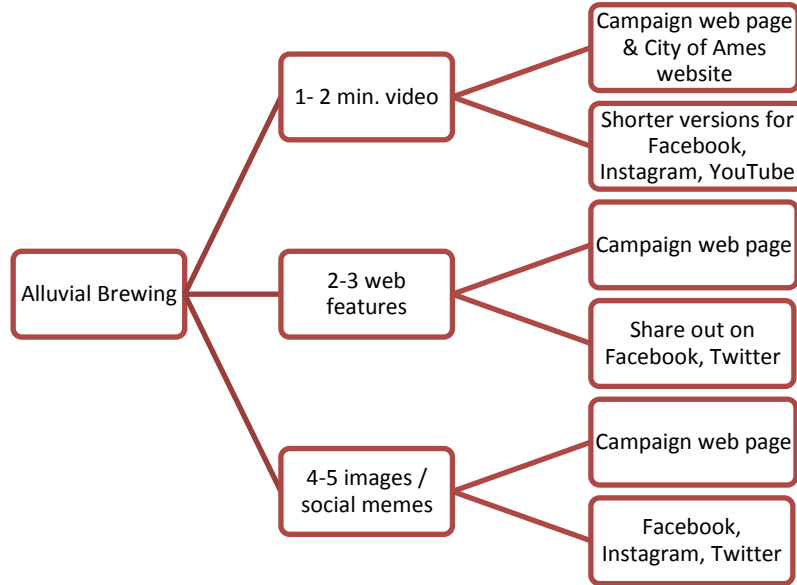
Tactics:

1. Build and establish target audience personas based on 2016 research - this content tool allows us to tap into more than just demographics, but his or her interests, what other media they consume and what type of content will elicit action and engagement.
2. Develop a comprehensive editorial calendar noting major events throughout the city, seasonal happenings and when it's best to share pieces of the individual content bundles. An editorial calendar also helps identify ways to curate and share out other engaging content.
3. Using the brand construct and key messages build/develop multimedia content bundles (videos, images, web stories and social media assets) that can be published across various digital channels throughout the year as noted on an editorial calendar.
 - a. A few topic examples below:
 - i. Cool career, cool place: an afternoon game of ping pong at Workiva
 - ii. Foodie: an afternoon sampling or yoga + craft brew day at Alluvial Brewing Company or the secret's in the honey at Great Plains Pizza & Dough Co.
 - iii. Arts & Culture: behind-the-scenes with Chris Ford during the Maximum Ames Music Festival (9/15-9/16)
 - iv. Residential Living: Love where you live spotlighting the ISU Research Park expansion



**The City of Ames
Campaign Launch Plan**

Example publishing road map:



Digital and Social Media Strategy:

- **Use digital and social channels – website and social media - to publish and communicate the campaign messages and community stories**

Tactics:

- Build online hub for campaign – landing page within the City of Ames’ current website. This section will house campaign elements and content and also incorporate more “see yourself living and working in Ames” messaging.
- Establish 1-2 core social media channels for campaign and implement hashtag (#AlwaysAmes). Depending on goals of current City of Ames social channels, we can either incorporate campaign content/elements on current accounts, or establish channels specifically for this effort. At the very least, we recommend developing an Instagram account to showcase the lifestyle available throughout the Ames area.
- Use both the website and the social media to attract target audiences as content hub and the city’s calling card



The City of Ames Campaign Launch Plan

Paid Media Strategy:

- **Use outdoor, digital and social paid media to promote the campaign and create awareness with the target audience**

Tactics:

- Outdoor – billboard along I-35 corridor between Ames and Des Moines
- Digital – Display ads, remarketing, Geo-targeted digital banner ads
- Social - Facebook and Twitter ads

Media Tactics

Outdoor:

- To capitalize on those within the target audience traveling to Ames whether it be for work or for fun, outdoor media will be used along frequently, heavily traveled roads
- An outdoor billboard will be used on I-35 between Ames and Des Moines

Google Network Display Ads:

- To best generate awareness of the message with the target audience, banner ads will run on a variety of high-profile websites that the audience is frequenting
- Ads will be targeted within Des Moines and Ames
- Ads will target those ages 25-40 in order to reach those young professionals
- Ads will run on news and entertainment websites such as kcci.com as well as websites such youtube.com to ensure reach of the audience
- All banner ads will direct browsers to the website
- ZLRIGNITION will monitor campaign and report back metrics quarterly
Cost - \$39,600 for over 19,800,000 million targeted ad impressions



The City of Ames Campaign Launch Plan

Remarketing:

- Remarketing campaigns target those users who have visited the website either directly or through advertising
- Code is placed on all pages of the site. Users who visited the website are tagged and followed by banner ads for 30 days from their visit
- Once the code is on the site anyone who visits will be remarketed to
- Banner ads appear to these users as they browse other websites within the Google network of sites to keep Ames top of mind
- Banner ads will be shown to users up to seven times per day as they browse other websites
- All ads will direct the audience to website for more info

Cost - \$5,100 for 5,100 clicks to the site (only pay when someone clicks on your ad)

Facebook Ads:

- Run pay per click ads to the target audience of profiles of those ages 25-40 in Des Moines and Ames areas
- Reach the thousands of people browsing their Facebook news feed each day by targeting profiles of those in the target audience. We will target ads by geography as well age. Facebook offers lots of opportunities for targeting with the rich amount of data available.
- You will only pay when people click on the ad and are taken to the website. Those that don't click on the ad are still seeing the advertisement and those impressions are still being obtained at no charge. Estimate \$10,325 for 10,325 clicks for 12 months

Twitter Ads:

- Run pay per click ads on Twitter in Des Moines and Ames. You can target your followers or other people with certain interests or keywords in their tweets
- Reach people on Twitter to increase Twitter followers, get traffic to the website or boost tweets
- You will only pay when people click on the ad. Those that don't click on the ad are still seeing the advertisement and those impressions are still being obtained at no charge. Estimate \$10,325 for 10,325 clicks for 12 months



The City of Ames Campaign Launch Plan

Timeline

Campaign	Timeline	Detail
Phase 1	4-6 weeks	Finalize and build campaign components: <ul style="list-style-type: none">• creative elements• content bundle (#1)• web page• social media
Phase 2	6-7 weeks	Campaign launches/LIVE (recommend Jan. 2017): <ul style="list-style-type: none">• paid media placements• content marketing implemented• social media campaign activated
Phase 3	10-12 months	Measure, monitor and optimize: <ul style="list-style-type: none">• digital channels – web page & social• paid digital media Content bundle (#2) <ul style="list-style-type: none">• create and implement new content



**The City of Ames
Campaign Launch Plan**

Budget Previously Approved:

Ignition Day	\$ 4,500
Communications Audit	\$ 4,500
Research	\$ 32,000
Brand Construct	\$ 4,000
Brand Launch	<u>\$ 10,000</u>
TOTAL	\$ 55,000

Proposed Budget:

Agency Services

Account/Project Management	\$ 9,375
Media Management	\$ 11,875
Creative Services	\$ 9,900
Content Marketing/Social Media	<u>\$ 24,500</u>
Total Agency Services	\$ 55,650

Paid Media Services

Outdoor (Billboard)	\$ 24,000
Online	<u>\$ 65,350</u>

Total Paid Media **\$ 89,350**

TOTAL **\$145,000**

GRAND TOTAL **\$200,000**

COUNCIL ACTION FORM

SUBJECT: 2015/16 AIRPORT IMPROVEMENTS PROGRAM (AIRPORT TERMINAL BUILDING)

BACKGROUND:

The Airport Improvements Program in the City's 2015/16 Capital Improvements Plan includes a project to construct a new terminal building, itinerant hangar, and related site improvements at the Ames Municipal Airport.

In accordance with an agreement between the City and Iowa State University, the itinerant hangar is being constructed using private donations. A ribbon cutting for the new hangar is tentatively scheduled for October 6, sometime after which the City will assume ownership of the hangar.

The City is responsible for arranging construction of the airport terminal building. The budget for the terminal building portion of the project is as follows:

Revenues		Projected Expenses	
G.O. Bonds	\$867,000	Site Design	\$160,000
Don (Abated) ¹	\$943,000	Site Construction	\$744,580
Federal	\$600,000	Terminal Design	\$266,700
State	\$150,000	Terminal Fixtures/Furnishings	\$282,400
ISU	\$250,000	Terminal Construction	\$1,856,320
Hotel/Motel Tax	\$250,000		\$3,310,000
AEDC	\$250,000		
	\$3,310,000		

1. It is expected that the principal and interest payments on these bonds will be abated with increased revenue from the new FBO management agreement. Any shortfall will be made up by ISU.

It should be noted that the updated revenues shown above were approved by City Council on October 27, 2015 after cost estimates for the terminal building came in higher than projected. At that time the City, Iowa State University and the Ames Economic Development Commission each committed an additional \$250,000 to the project in order to proceed with the 6,970 square foot building.

Bolton & Menk and Alliance, the City's civil engineers and airport architects, completed plans and specifications for this contract with a base bid consisting of the terminal building plus minor site improvements, and an alternate bid package for enhanced aesthetic features. If bids for the overall project budget allowed for these enhancements, one or more bid alternate items could be chosen. The engineer's estimate was \$1,829,850 for the building, \$115,000 for furnishing, \$167,400 technology

and other equipment, and \$61,997 for bid alternates. A summary of estimated costs for the bid alternates is shown below:

Bid Alternates for Project Enhancements

Bid Alternate No. 1: Shadow Box Inserts at Curtain Wall	\$11,131
Bid Alternate No. 2: Clerestory Curtain Wall	\$9,366
Bid Alternate No. 3: Pendant Light 'P1A'	\$25,000
Bid Alternate No. 4: Foundation Drains / Subdrains	\$11,000
Bid Alternate No. 5: Steel Fencing in Lieu of Vinyl Coated Chain-Link	\$5,500
Total Bid Alternates	\$61,997

Bids were received from ten bidders. A summary table of the bids is shown below:

Bidder	Base Bid	Alt No.1	Alt No.2	Alt No.3	Alt No.4	Alt No.5	Total
Engineer's Estimate	\$1,829,850	\$11,131	\$9,366	\$25,000	\$11,000	\$5,500	\$1,891,847
Jensen Builders LTD	\$1,973,900	\$38,250	\$14,900	\$100	\$14,900	\$3,700	\$2,045,750
Woodruff Construction LLC	\$1,974,923	\$36,500	\$16,500	\$120	\$12,000	\$3,900	\$2,043,943
Rochon Corporation of IA Inc	\$2,036,000	\$50,000	\$16,000	\$200	\$22,000	\$3,800	\$2,128,000
Pro Commercial	\$2,082,167	\$48,957	\$15,095	\$100	\$14,980	\$5,789	\$2,167,088
R.H. Grabau Construction Inc	\$2,145,555	\$54,350	\$18,360	\$822	\$24,663	\$4,300	\$2,248,050
The Hansen Company Inc	\$2,149,000	\$49,000	\$15,750	\$700	\$22,200	\$3,750	\$2,240,400
Larson & Larson Const LLC	\$2,149,000	\$50,000	\$22,000	\$85	\$26,000	\$5,000	\$2,252,085
Edge Commercial	\$2,197,500	\$53,290	\$15,300	\$15,600	\$24,250	\$4,100	\$2,310,040
CPMI Construction LC	\$2,239,000	\$48,100	\$15,600	\$105	\$21,700	\$3,700	\$2,328,205
Henkel Construction Company	\$2,249,800	\$37,900	\$28,500	\$125	\$24,300	\$6,300	\$2,346,925

Although these bids are quite tight and seem very competitive, the low base bid of \$1,973,900 is \$117,580 over the budget for the terminal building construction portion of the budget, which is \$1,856,320.

FIXED BASE OPERATOR SELECTION PROCESS (UPDATE):

The existence of these new airport facilities is a key factor in the City's efforts to recruit a Fixed Base Operator (FBO). Towards this end, the City Manager appointed a FBO Selection Advisory Committee comprised of City staff, Iowa State University staff, aviation users, local developers, and business representatives to assist in the evaluation of the FBO proposals. Staff recently completed an open solicitation process for a new FBO management contract in which the Advisory Committee reviewed proposals from three Iowa based FBO's.

Staff presented the findings of the FBO selection process to City Council on August 23, 2016. Council authorized staff to negotiate with the Advisory Committee's preferred choice, Classic Aviation, or to initiate talks with North Iowa Air Service should the negotiations with Classic Aviation fail. With the recent request from Classic Aviation to withdraw their proposal, negotiations are currently underway to facilitate drafting a new 5-year management contract with North Iowa Air Service to operate the Airport. Over the upcoming weeks staff will be working to finalize an agreement. If Council wishes to wait for a completed FBO contract, bids for the Terminal Building can be accepted and

the award be delayed for up to 60 days (or longer without written consent of the apparent low bidder).

ALTERNATIVES:

1. For the 2015/16 Airport Improvements Program (Terminal Building):
 - a. Accept the report of bids.
 - b. Approve the final plans and specifications.
 - c. Delay Award the 2015/16 Airport Improvements Program (Terminal Building) until such a time that an acceptable contract has been negotiated with an FBO to manage the Ames Airport.

Under this alternative, the City Council would delay action until an agreement is reached with the next FBO and additional funding is identified to accomplish this project in accordance with the current bid.

2. For the 2015/16 Airport Improvements Program (Terminal Building):
 - a. Accept the report of bids.
 - b. Approve the final plans and specifications.
 - c. Award the 2015/16 Airport Improvements Program (Terminal Building) to Jensen Builders LLC of Fort Dodge, IA in the amount of \$1,973,900.

Under this alternative, the City Council would not delay action until an agreement is reached with the next FBO. However, additional funding will need to be identified to accomplish this project as currently bid.

3. For the 2015/16 Airport Improvements Program (Terminal Building):
 - a. Accept the report of bids.
 - b. Approve the final plans and specifications.
 - c. Delay the award of the bid while staff works with City's civil engineers and airport architects to evaluate the bids and review the specifications to determine if changes can be made to lower the cost of the project.

MANAGER'S RECOMMENDED ACTION:

Given that the low bid for the terminal project is approximately \$118,000 over the budgeted amount available for the terminal building, it seems advisable to delay award of bid while staff works to determine if changes can be made to lower the cost of the project. This action will also allow time for staff to negotiate an FBO agreement with North Iowa Air Service.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 3 as described above.

A later issue that must be still addressed outside of this project is the City's new requirement for a sidewalk to be installed along Airport Road prior to issuance of a building permit.

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: 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:

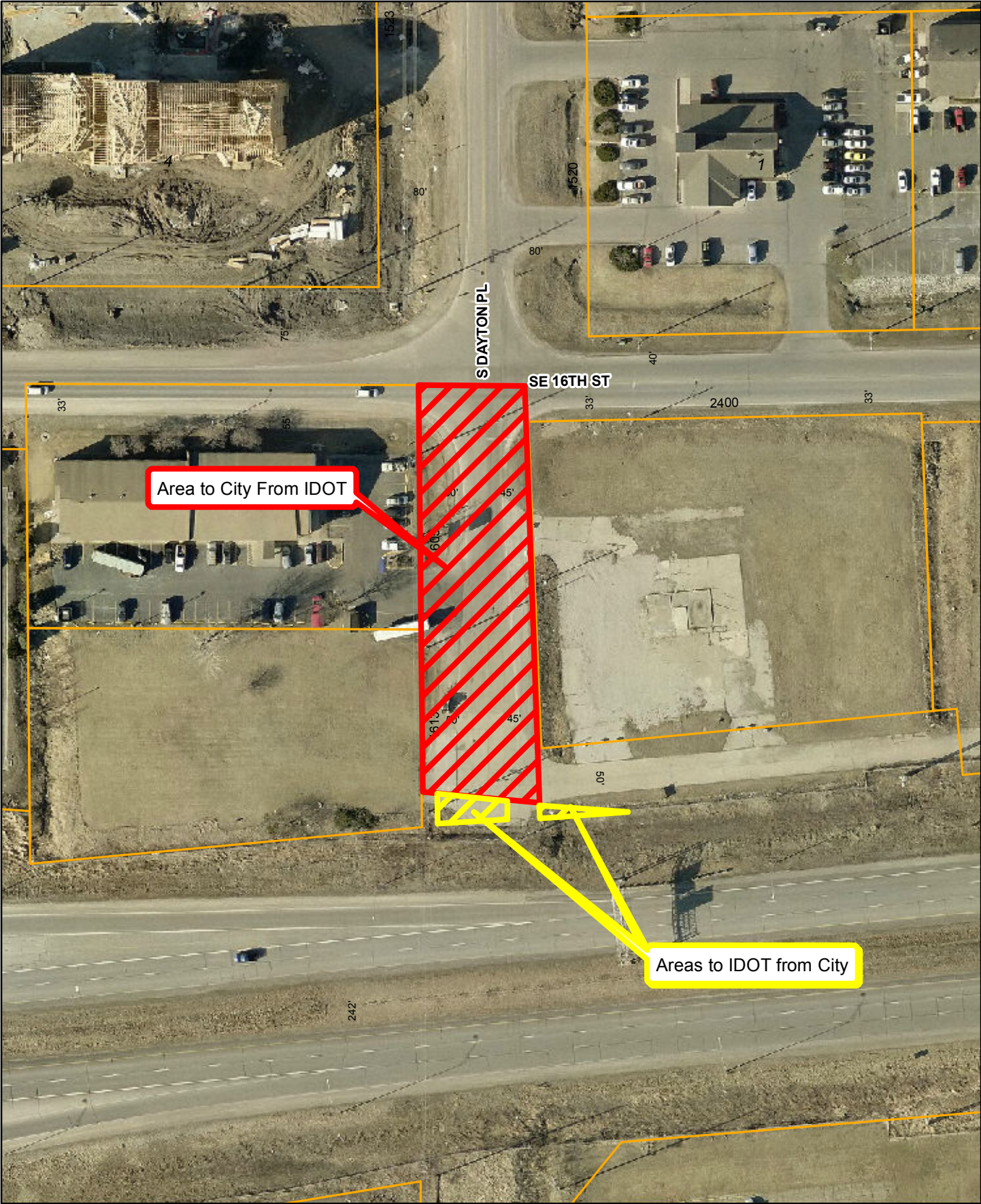
1. Approve the process for transferring the right-of-way at the south end of South Dayton Place as shown, set the date of public hearing as September 13, 2016, and direct the City Clerk to publish notice of the intended transfer of land to the IDOT.
2. Retain the land and deny the transfer of the land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



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 POLLUTION CONTROL FACILITY ADMINISTRATION
 BUILDING HVAC SYSTEM REPLACEMENT**

BACKGROUND:

The Water Pollution Control (WPC) Facility’s heating, ventilation, and air conditioning (HVAC) system serving the Administration Building provides ventilation and seasonal heating and cooling to the space. The Administration Building houses the computer system used to monitor and operate the plant and is staffed around the clock. The HVAC system was installed in 1989 and has reached the end of its useful life. On July 26, 2016, Council issued a notice to bidders for the replacement of this system.

Bids were opened for the project on August 24, 2016. The two bids received are shown below:

Bidder	Total Project Bid Price
<i>Engineer’s Estimate</i>	\$ 360,015
Wolin & Associates, Inc.	\$ 363,020
Woodruff Construction, LLC	\$ 366,000

The bids received were consistent with the Engineer’s Estimate and staff believes they are reflective of the true cost of the work.

The project budget is now updated as shown below.

Engineering	\$	32,940
Construction	\$	363,020
<u>Contingency (8% of construction)</u>	<u>\$</u>	<u>29,040</u>
Total	\$	425,000

This project is included in the FY 15/16 Capital Improvements Plan at \$345,000 as part of the WPC Mechanical & HVAC Replacements Project. Savings from the WPC Decant Line portion of the Residuals Handling Project are available to provide the total project budget needed, as shown below:

Funding Sources:

FY 15/16 – Mechanical/HVAC Replacements	\$	345,000
<u>Savings from WPC Decant Line Project</u>	<u>\$</u>	<u>80,000</u>
Total Funds Available	\$	425,000

ALTERNATIVES:

1. a.) Award a contract for replacement of the Administration Building HVAC System at the Water Pollution Control Facility to Wolin & Associates, Inc. of West Des Moines, Iowa, in the amount of \$363,020; and,
 - b.) Authorize the transfer of \$80,000 in savings from the WPC Decant Line Replacement Project to this project budget.
2. Do not award a contract at this time.

MANAGER'S RECOMMENDED ACTION:

The Administration Building HVAC System is essential to the operations and maintenance of the Water Pollution Control Facility. The existing system is original to the facility, and has reached the end of its useful life. It is important that this project remain on schedule to allow for replacement before the winter heating season begins.

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

COUNCIL ACTION FORM

SUBJECT: **SQUAW CREEK WATER MAIN PROTECTION PROJECT**

BACKGROUND:

Included in the 2012-2017 Capital Improvements Plan (CIP) was a program entitled Flood Response and Mitigation Projects that funded by \$820,000 in General Obligation Bonds and \$325,000 in Storm Sewer Utility Funds. Portions of this funding were used on a flood mitigation project in Northridge Subdivision/Moore Memorial Park and for bank stabilization near Utah Drive and at another location near North Riverside. Those three projects are now complete. **The two remaining projects in this CIP program are the Trail Ridge Landslide project and the Squaw Creek Water Main Protection project (this project).** Unspent local funding totaling \$628,737 has been carried forward for these projects through budget amendments.

On March 22, 2016, City Council approved a Grant Agreement with the Federal Emergency Management Agency and with Iowa Homeland Security and Emergency Management Department (HSEMD) for Phase II of the City of Ames, Squaw Creek Water Main Protection Project. Under this agreement, **FEMA and the State of Iowa will pay up to \$571,370 (85%) for this project, with the City contributing \$100,830 (15%).** This project has been actively pursued since the 2010 floods.

The alternative recommended in the October 2015 Phase I report to progress toward Phase II (construction) is based on a stream restoration approach utilizing integrated/bioengineering techniques. The bank stabilization technique will consist of flattening the banks, construction of terraces within the banks, utilization of revetment stone for stabilization at lower elevations (up to the terrace), and structural soil (soil filled rock) with native plantings at elevations above the terrace. The project will also consist of installing a rock flume (rip rap) downstream of the low head dam to eliminate the eddy pool contributing to the bank erosion.

Considering the current and future risk to the existing infrastructure, restoring a gradual transition downstream of the dam is recommended. This option is considered the most cost-effective to achieve the objectives and would also improve ecological functions and aquatic habitat, as well as reduce the area disturbed by the project.

Snyder & Associates prepared plans and specifications with an estimated construction cost of \$391,909. The consulting engineer and City staff have coordinated construction activities with Iowa State University and will continue to keep them informed as construction commences and progresses toward completion.

On September 7, 2016, bids for this project were received as follows:

<i>Bidder</i>	<i>Amount</i>
Engineer's Estimate	\$ 391,909.00
Peterson Contractors Inc.	\$ 324,746.50
Keller Excavating	\$ 382,667.00
Con-Struct Inc.	\$ 404,266.50
Synergy Contracting LLC	\$ 416,729.90
Gehrke Inc.	\$ 505,577.75

The budget for this project is shown below:

Revenue		Expenses	
Grants	\$571,370	Engineering Design & Inspection	\$111,900
City of Ames	\$100,830	Construction	\$560,300
Total	\$672,200	Total	\$672,200

ALTERNATIVES:

1. a. Accept the report of bids for the Squaw Creek Water Main Protection Project.
 - b. Approve the final plans and specifications for this project.
 - c. Award the Squaw Creek Water Main Protection Project to Peterson Contractors Inc. of Reinbeck, Iowa, in the amount of \$324,746.50.
2. a. Accept the report of bids for the Squaw Creek Water Main Protection Project.
 - b. Reject award and direct staff to modify the project for a future bid letting.
3. Do not proceed with the project at this time.

MANAGER'S RECOMMENDED ACTION:

By awarding this bid, the City will work toward protecting the existing 24-inch water main under Squaw Creek at Lincoln Way using authorized federal, state, and local funding. Delay of this project could jeopardize receipt of the federal and state funding due to this project being on an extremely tight schedule as directed by FEMA.

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

COUNCIL ACTION FORM

**SUBJECT: **SCAFFOLDING AND RELATED SERVICES AND SUPPLY
CONTRACT FOR POWER PLANT****

BACKGROUND:

On August 9, 2016, City Council approved preliminary plans and specifications for the Scaffolding and Related Services and Supplies Contract. This contract is for a contractor to provide and install scaffolding, bracing and fall protection when needed at the City's Power Plant.

This initial contract is to provide scaffolding and related services for the period from award date through June 30, 2017. The contract also includes a provision that would allow the City to renew the contract for up to four additional one-year terms.

Bid documents were issued to ten 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 31, 2016, three bids were received as shown on the attached report.

To evaluate these bids, staff compared each firm's bid to a Base Case Cost for Typical Scaffolding Requirements Scenario. Staff concluded that the apparent low bid submitted by All American Scaffold, Des Moines, IA is acceptable. **Because this contract has the option for up to 4 additional 1-year renewals, staff compared the bids based on 5 years. The apparent low bidder's labor costs cost rise faster than the other bidders. However travel costs for the other bidders is much higher due to their greater distance from Ames compared to the low cost bidder, who is located in Des Moines.**

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

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

The approved FY 2016/17 Power Plant operating budget includes \$145,000 for these

services. Invoices will be based on contract rates for time and materials for services that are actually received.

ALTERNATIVES:

1. Award the contract for the Scaffolding and Related Services and Supplies Contract to All American Scaffold, Des Moines, IA, for hourly rates and unit prices bid, in an amount not-to-exceed \$145,000.

This contract includes a provision that would allow the City to renew the contract for up to four additional one-year terms at stated rates. **The City can decide to rebid this service in each of the remaining four years if the staff or Council believe the 10% inflator for labor exceeds market conditions.**

2. Reject all bids and purchase scaffolding services on an as-needed basis.

MANAGER'S RECOMMENDED ACTION:

This contract is needed to carry out emergency and routine scaffolding services at the Power Plant. The contract will establish rates for service and provide for guaranteed availability, thereby setting in place known rates for service.

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



ITB 2017-018 Scaffolding and Related Services and Supply Contract Bid Summary

DESCRIPTION	All American Scaffold Des Moines, IA			Performance Contracting, Inc. Mansfield, TX			Solid Platforms, Inc. Portage, IN		
	Hourly Rate (ST)	Hourly Rate (OT)	Hourly Rate (DT)	Hourly Rate (ST)	Hourly Rate (OT)	Hourly Rate (DT)	Hourly Rate (ST)	Hourly Rate (OT)	Hourly Rate (DT)
Labor Rates:									
Supervisor:	\$50.00	\$75.00	\$100.00	\$46.71	\$66.33	\$85.95	\$88.51	\$112.83	\$137.16
Apprentice:	\$50.00	\$75.00	\$100.00	\$27.37	\$38.89	\$50.36	\$47.25	\$60.09	\$72.91
Foreman:	\$50.00	\$75.00	\$100.00	\$42.78	\$60.74	\$78.72	\$56.65	\$73.39	\$90.10
Journeyman:				\$36.54	\$51.89	\$67.23	\$55.17	\$71.30	\$87.42
Technician:				\$33.92	\$48.16	\$62.41			
Subsistence:	\$35.00 per day per / per man			\$75.00 per day			\$75.00 per day (Supervision Only)		
Travel:	\$100.00 per trip			\$461.00 per one way			\$45.00 per hour		
Mileage:	\$.80 per mile			\$4,260.00 per truckload in and out			Included in Travel rate		
Proposed Price Increase for Renewal Periods:									
Labor Rates:	10%			3%			TBD (As negotiated by Carpenters Local 106)		
Travel & Subsistence:	5%			3%					
Base Case Cost for Typical Scaffolding Requirements Scenario									
Applicable costs to erect a 52 foot tower around the inside of Unit 8 Boiler (52' x 22' x 22") located in the Power Plant. Scaffolding to remain erect on site for three weeks.									
Erection cost:	\$8,900.00			\$8,460.00			\$18,516.00		
Rental cost of material:	\$4,500.00			\$3,500.00			\$3,547.00		
Dismantle cost:	\$6,675.00			\$5,400.00			\$16,548.00		
Travel cost:	\$100.00			\$14,979.00			\$2,500.00		
OVERALL COST:	\$20,175.00			\$32,339.00			\$41,111.00		