

AMENDED
AGENDA
REGULAR MEETING OF THE AMES CITY COUNCIL
COUNCIL CHAMBERS - CITY HALL - 515 CLARK AVENUE
AUGUST 22, 2017

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.

PROCLAMATION:

1. Proclamation for “Drinking Water Treatment Recognition Day,” August 26, 2017

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.

2. Motion approving payment of claims
3. Motion approving Minutes of Regular Meeting of August 8, 2017, and Special Meetings of August 15, 2017, and August 17, 2017
4. Motion approving Report of Contract Change Orders for August 1 - 15, 2017
5. Motion approving new Class E Liquor, C Beer, & B Wine – Kum & Go #1215, 4506 Lincoln Way (pending final inspection)
6. Motion approving new Class C Beer Permit – HuaChao Snacks, 127 Welch Avenue
7. Motion approving temporary Outdoor Service Privilege (September 8 - 10) for Tip Top Lounge, 201 E. Lincoln Way
8. 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 – 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 S. Duff Avenue, Ste. 101
 - 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
 - g. Class C Liquor – Corner Pocket/DG’s Taphouse, 125 Main Street
9. Requests from Octagon Center for the Arts for 47th Annual Octagon Art Festival on Sunday, September 24:
 - a. Motion approving blanket Temporary Obstruction Permit and blanket Vending License for Central Business District
 - b. Resolution approving waiver of fee for blanket Vending License
 - c. Resolution approving closure of portions of Main Street, Burnett Avenue, Kellogg Avenue, and Douglas Avenue from 6 a.m. to 6 p.m.

- d. Resolution approving use of Tom Evans Plaza and Cynthia Duff Plaza
- e. Resolution approving waiver of fee for usage of electricity
- 10. Additional Requests from Healthiest Ames for Open Streets on Sunday, October 1, 2017:
 - a. Resolution approving closure of Burnett Avenue from Main Street to 5th Street from 8:00 a.m. to 5:00 p.m.
 - b. Resolution approving closure of 8 metered parking spaces and suspension of parking enforcement on Burnett Avenue

Additional Item: Resolution setting date of public hearing for sale of 306 Wellons Drive to Habitat for Humanity of Central Iowa

Additional Item: Resolution setting date of public hearing for vacation of 12th Street right-of-way adjacent to 1125 Maxwell Avenue

- 11. Resolution approving one-year extension of Land Lease for Parking Lot P with Youth and Shelter Services
- 12. Resolution approving Encroachment Permit for sign at 2625 North Loop Drive (ISU Research Park)
- 13. Resolution approving Encroachment Permit for a sign at 2900 University Boulevard (ISU Research Park)
- 14. Resolution approving Amendment to Professional Services Agreement with Stanley Consultants for 2017/18 Arterial Street Pavement Improvements
- 15. Resolution approving Amendment to Professional Services Agreement with WHKS & Co., for 2016/17 Concrete Street Pavement Improvements
- 16. Resolution waiving motorized vehicle prohibition to allow mobility-impaired individuals to tour Ada Hayden Heritage Park on September 19, 2017; and setting September 20, 2017, as a rain date
- 17. Electric Distribution Inventory Replenishment:
 - a. Resolution awarding contract to Kriz-Davis Company of Ames, Iowa, in the amount of \$8,194.88 (inclusive of Iowa sales tax)
 - b. Resolution awarding contract to Powerline Supply of Williamsburg, Iowa, in the amount of \$652.17 (inclusive of Iowa sales tax)
 - c. Resolution awarding contract to RESCO of Ankeny, Iowa, in the amount of \$2,024.68 (inclusive of Iowa sales tax)
 - d. Resolution awarding contract to Graybar Electric of Jefferson City, Missouri, in the amount of \$2,414.13 (inclusive of Iowa sales tax)
 - e. Resolution awarding contract to Fletcher Reinhardt of Bridgeton, Missouri, in the amount of \$380.84 (inclusive of Iowa sales tax)
 - f. Resolution awarding contract to WESCO Distribution of Des Moines, Iowa, in the amount of \$8,475.26 (inclusive of Iowa sales tax)
 - g. Resolution awarding contract to Irby Company of Fort Dodge, Iowa, in the amount of \$31,222.60 (inclusive of Iowa sales tax)
- 18. Resolution approving preliminary plans and specifications for Furnishing 15kV Outdoor Metalclad Switchgear and 9kV Control Panels for Top-O-Hollow Substation Expansion and Breaker Addition; setting September 27, 2017, as bid due date and October 10, 2017, as date of public hearing
- 19. Resolution approving preliminary plans and specifications for 2017/18 Traffic Signal Program (East 13th Street/I-35 Northbound Exit Ramp); setting September 13, 2017, as bid due date and September 26, 2017, as date of public hearing
- 20. Resolution approving contract and bond for 2016/17 Right-of-Way Restoration
- 21. Resolution approving contract and bond for Water Pollution Control Facility Screening System Improvements Project

22. Resolution accepting completion of 2016/17 Scaffolding and Related Services and Supplies for Power Plant
23. Resolution accepting completion of 2016/17 Valve Maintenance and Related Services and Supplies for Power Plant
24. Resolution accepting completion of 2016/17 Specialized Wet Dry Vacuum, Hydro Blast, and Related Cleaning Services for Power Plant
25. Resolution accepting completion of Power Plant Fuel Conversion - Control Room Installation Contract
26. Resolution approving Plat of Survey for 1414 Florida Avenue

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:

27. 122 Hayward Avenue:
 - a. Resolution approving Encroachment Permit for building footings
 - b. Resolution approving Encroachment Permit for awnings
28. Resolution approving Encroachment Permit for water meter pit at 4018 Aldrin Avenue

PLANNING & HOUSING:

29. Resolution approving Downtown Facade Grants

FINANCE:

30. Resolution approving sale of General Obligation Corporate Purpose and Refunding Bonds, Series 2017A, in the principal amount of \$11,970,000

PUBLIC WORKS:

31. Resolution authorizing addition of one FTE Civil Engineer

HEARINGS:

32. Hearing on vacating right-of-way located west of 122 North Dakota Avenue:
 - a. Resolution approving vacating right-of-way
33. Hearing on sale of right-of-way located west of 122 North Dakota Avenue:
 - a. Resolution approving the sale and conveyance by Quit Claim Deed of the vacated right of way to The Preserve Ames, LLC
34. Hearing on lease with TowerCo IV, LLC, for cellular antenna at Homewood Golf Course:
 - a. Resolution approving Lease
35. Hearing on Amendment to Major Site Development Plan for 3306 Lincoln Way (Aspen Heights):
 - a. Resolution approving Amended Major Site Development Plan to include a commercial sign program

ORDINANCES:

36. Second passage of ordinance modifying Section 2.48 of the *Municipal Code* pertaining to the City Attorney
37. Third passage and adoption of ORDINANCE NO. 4321 rezoning property, with Master Plan,

at 3115, 3119, 3301, 3325, 3409, and 3413 South Duff Avenue (Brick Towne Development) from Highway-Oriented Commercial (HOC) and High-Density Residential (RH) to Planned Residence District (F-PRD) and Highway-Oriented Commercial (HOC)

38. Rezoning Property, with Master Plan, at 1114 South Dakota Avenue:
- a. Resolution approving Zoning Agreement for 1114 South Dakota Avenue
 - b. Third passage and adoption of ORDINANCE NO. 4322 rezoning property from Planned Residence District (F-PRD) to Community Commercial/ Residential (CCR)

COUNCIL COMMENTS:

CLOSED SESSION:

39. Motion to hold Closed Session as provided by Section 21.5(1)c, *Code of Iowa*, to discuss matters presently in or threatened to be in litigation

ADJOURNMENT:

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

MINUTES OF THE REGULAR MEETING OF THE AMES CITY COUNCIL

AMES, IOWA

AUGUST 8, 2017

The Regular Meeting of the Ames City Council was called to order by Mayor Ann Campbell at 6:00 p.m. on August 8, 2017, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law. Present were Council Members Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, Chris Nelson, and Peter Orazem. Ex officio Member Rob Bingham was absent.

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

1. Motion approving payment of claims
2. Motion approving Minutes of Regular Meeting of July 25, 2017
3. Motion approving certification of civil service applicants
4. Motion approving Report of Contract Change Orders for July 16-31, 2017
5. Motion approving revisions to City's Street Banner Policy adding University Boulevard - ISU Research Park - as allowed banner location
6. Motion approving 5-day (August 12 - August 16) Class C Liquor License for Olde Main Brewing Company at Reiman Gardens, 1407 University Boulevard
7. Motion approving 5-day (August 19 - August 23) Special Class C Liquor License for Gateway Market MLK at ISU Alumni Center, 420 Beach Avenue
8. Motion approving 5-day (September 8 - September 12) Special Class C Liquor License for Friendship Ark Homes & Community Services at CPMI Event Center, 2321 North Loop Drive
9. Motion approving new Special Class C Liquor License & Outdoor Service for India Palace, 120 Hayward Avenue (pending final inspection)
10. Motion approving temporary Outdoor Service Privilege for London Underground, 212 Main Street, for the Reuse, Repurpose, Recycle Market on August 27
11. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class C Liquor – JJC Ames 1, LLC, 2420 Lincoln Way, Ste. 103
 - b. Class C Liquor, Catering, & Outdoor Service – Iowa State Center - CY Stephens, CY Stephens, Iowa State University
 - c. Class C Liquor, Catering, & Outdoor Service – Iowa State Center - Fisher Theater, Fisher Theater, Iowa State University
 - d. Class C Liquor & Catering – Es Tas Stanton, 216 Stanton Avenue
 - e. Class C Liquor – El Azteca, 1520 S. Dayton Avenue
 - f. Class B Beer – Flame-N-Skewer, 2801 Grand Avenue, Ste. #1125
 - g. Class C Beer & B Wine – Hy-Vee Gas #5013, 4018 Lincoln Way
 - h. Class C Liquor – Deano's, 119 Main Street
12. RESOLUTION NO. 17-485 approving Investment Report for Fiscal Year Ending June 30, 2017
13. RESOLUTION NO. 17-486 approving Certificate of Consistency with City's 2014-18 CDBG Consolidated Plan on behalf of Youth and Shelter Services
14. RESOLUTION NO. 17-487 endorsing submission of Transportation Safety Improvement Program Grant for intersection improvements at S. Grand Avenue/S. 16th Street Intersection Improvements
15. RESOLUTION NO. 17-488 approving Addendum to Memorandum of Understanding with Iowa State University regarding law enforcement services at University-leased residential property
16. RESOLUTION NO. 17-489 authorizing staff to increase Purchase Order to Palmer Group for Human Resources staffing services in an amount not to exceed \$128,000
17. RESOLUTION NO. 17-490 approving one-time capital outlay in the amount of \$30,833 for

- CyRide Bus Turnaround Construction at Storm Street and Welch Avenue, contingent upon approval by Iowa State University (ISU) and ISU Student Government to each provide \$30,833
18. RESOLUTION NO. 17-491 approving bow hunting within the Park System, on City property, and at other eligible property as detailed in Urban Deer Management Ordinance and rules
 19. RESOLUTION NO. 17-492 awarding contract to Star Equipment of Des Moines, Iowa, for purchase of Rubber Tired Telehandler for Electric Power Production in the amount of \$105,614
 20. RESOLUTION NO. 17-493 awarding contract to Entek Systems, Inc., of Sautee, Georgia, for purchase of 2,000 DCU Switches for Electric Services Department in the amount of \$137,680
 21. RESOLUTION NO. 17-494 approving contract and bond for 2016/17 Downtown Street Pavement Improvements (Sherman Avenue)
 22. RESOLUTION NO. 17-495 approving Change Order No. 3 to Veenstra & Kimm, Inc., for engineering consulting services associated with NPDES Permit and related issues for Steam Electric Plant in the amount of \$35,000
 23. WPC Digester Improvements Project:
 - a. RESOLUTION NO. 17-496 approving Change Order No. 10 to Eriksen Construction Co., Inc., adjusting final quantities
 - b. RESOLUTION NO. 17-497 accepting final completion
 24. RESOLUTION NO. 17-498 approving Plat of Survey for 2005 and 2017 E. Lincoln Way
 25. RESOLUTION NO. 17-499 approving Plat of Survey for 3622 Woodland Street; 303 Westwood Drive; 3637, 3643, 3649, and 3655 Story Street
 26. RESOLUTION NO. 17-500 approving Final Plat for Crane Farm Subdivision, 5th Addition
- Roll Call Vote: 6-0. Resolutions/Motions declared adopted/approved unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

PUBLIC FORUM: No one spoke during Public Forum.

CONTRACT FOR HEALTHY LIFE CENTER PLANNING STUDY: Parks and Recreation Director Keith Abraham provided background on the Request for Proposals (RFP) process. He highlighted the components that needed to be included in the Healthy Life Center Planning Study. The RFP was issued to 55 firms and 9 proposals were received. Mr. Abraham stated that each proposal was scored by the City's evaluation committee, and the top two scoring firms were invited for on-site interviews. Based upon the interviews and another round of scoring, RDG Planning & Design of Des Moines, Iowa, was determined to be the consulting firm to provide the services requested by the City. Staff is recommending that the Council award the contract to RDG.

Council Member Betcher asked for an estimated time frame as to when this study might come back to Council. Mr. Abraham indicated that it is staff's goal to have it to Council in late December.

Moved by Corrieri, seconded by Betcher, to adopt RESOLUTION NO. 17-501 awarding a contract to conduct the Healthy Life Center Planning Study in an amount not to exceed \$93,450 to RDG Planning & Design of Des Moines, Iowa.

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

AGREEMENT FOR DEVELOPMENT OF AMES COMPLETE STREETS PLAN: Traffic Engineer Damion Pregitzer gave an overview of the Request for Proposals (RFP) that was created for the Ames Complete Streets Plan. He said that the plan would provide specific designs to help complete all different types of streets and transportation modes. Mr. Pregitzer reported that the RFPs were evaluated by a selection committee comprised of members of City staff and representatives

from the Healthiest Ames and Ames Bicycle Coalition advocacy groups. After review of the RFPs, Toole Design Group of Madison, Wisconsin, was found to have the highest score based upon the quality of its proposal, as well as the qualifications and experience of its project team leaders. This firm is a nationally recognized expert in this field. Toole's staff pride themselves for not only being engineers and planners, but also cyclists and transit users—they use the systems that they design.

Mr. Pregitzer explained that the Toole Design Group (TDG) will come back with a formalized plan that follows a design process. He said that the development of this plan will be a critical step in advancing the Council's transportation goals for the community. It will establish a vision for what the future of the Ames roadway network could look like, as well as providing the tools and technical guidance needed to achieve that overall vision. Mr. Pregitzer stated that this plan will make projects more uniform, in lieu of making them "fit" later on.

When questioned by Council Member Nelson, Traffic Engineer Pregitzer indicated that after public feedback during scheduled meetings, the draft of the plan will come back to the Council about two-thirds of the way through the process. Mr. Pregitzer stated that he would not be too concerned this is too far down the road, because all of the public input would have been collected, and crucial discussions would have already taken place with the design team. He reiterated that staff will come to Council and inform it of any minor changes, and then once more with the completed plan.

Council Member Gartin stated his concerns that the Complete Streets Plan is not a "one size fits all" approach, and that it will be unique to Ames. He questioned at what point the Council members will have an opportunity to weigh in on the design decisions, and suggested that there should be an opportunity earlier on in the process.

When questioned by Council Member Gartin, Public Works Director John Joiner indicated that costs of the different proposals for street treatments (e.g., arterial streets, collector streets) in the plan are unknown at this time. These will be determined once the plan has been analyzed.

Mr. Gartin further asked if there would be an effort, on City staff's part, to contact the development community, as these developers would have to build according to the Complete Streets Plan. Furthermore, because the decisions have very big engineering implications and costs, it seems appropriate that Council members hear from the City engineers as the City continues to develop Capital Improvement Plans. If the City is now going to build according to the Complete Street designs, the Council members need to factor in these issues.

Mr. Pregitzer stated that one of the provisions in the scope of the RFP is to put together an advisory committee that, in order for community buy-in to occur, will include a broad cross section. He pointed out that the process for this plan is not just for what is right for the community, but what is achievable financially. TDG will provide a tool that will be applied to evaluate costs, safety, pollution, etc.

Upon questioning, Mr. Pregitzer stated that staff would like to get as much on-line input from the community as possible, and there will be a social media presence as Toole Design Group has indicated in its proposal. TDG will explain how to perform web-based meetings, polls, etc. Its diversity of approach is much better than many of the firms that submitted proposals. He is confident that they will leave no "stone unturned" in terms of getting as much feedback as possible.

Steve Libbey, vice president of the Ames Bicycle Coalition, 708 Brookridge Avenue, stated that the Coalition appreciates this step forward in addressing the city's transportation network. This is going to better serve the community, and he looked forward to working with the City engineering staff and the consultants.

Moved by Gartin, seconded by Betcher, to adopt RESOLUTION NO. 17-502 approving the Professional Services Agreement with Toole Design Group of Madison, Wisconsin, in an amount not to exceed \$99,994 for development of the Ames Complete Streets Plan.

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

HEARING ON WATER POLLUTION CONTROL FACILITY SCREENING SYSTEM IMPROVEMENTS PROJECT: Mayor Campbell opened the hearing. There being no one wishing to speak, the hearing was closed.

Moved by Beatty-Hansen, seconded by Gartin, to adopt RESOLUTION NO. 17-503 approving final plans and specifications and awarding contract to Woodruff Construction, LLC, of Ames, Iowa, in the amount of \$755,300.

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

Moved by Beatty-Hansen, seconded by Gartin, to adopt RESOLUTION NO. 17-504 authorizing the reallocation of savings from the Water Pollution Control Street Repairs Project to the Water Pollution Control Facility Screening System Improvements Project.

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

HEARING ON 2016/17 RIGHT-OF-WAY RESTORATION: The hearing was opened. No one spoke, and Mayor Campbell closed the hearing.

Moved by Betcher, seconded by Corrieri, to adopt RESOLUTION NO. 17-505 approving final plans and specifications and awarding contract to Green Tech of Iowa of Grimes, Iowa, in the amount of \$104,000.

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

HEARING ON GENERAL OBLIGATION REFUNDING BONDS, SERIES 2009B: Mayor Campbell opened the public hearing. The hearing was closed after no one came forward to speak.

Moved by Nelson, seconded by Corrieri, to adopt RESOLUTION NO. 17-508 approving a proposal to enter into a Loan Agreement for refunding the outstanding balance of the Bonds and setting the date of sale for August 22, 2017.

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

HEARING ON VACATION OF PUBLIC UTILITY EASEMENT AT 1404 BOSTON AVENUE: Mayor Campbell opened the hearing and closed same after no one asked to speak.

Moved by Gartin, seconded by Betcher, to adopt RESOLUTION NO. 17-507 approving the vacation of a Public Utility Easement at 1404 Boston Avenue.

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

CITY ASSET PRIORITIES FOR FY 2018/19: ASSET volunteers Andrea Rich, Sue Draper, and Jennifer Schill were in attendance and introduced themselves to the Council. Assistant City Manager Brian Phillips reported that in preparation for the upcoming Analysis of Social Services Evaluation Team (ASSET) funding cycle, the City's ASSET volunteers annually review the priorities that have been set for the current fiscal year. These priorities have remained relatively unchanged for the past several funding cycles. The Council has established a task for the ASSET volunteers to hold a joint discussion with the City Council regarding ASSET's priorities; therefore, the Team met in July to discuss the most recent ASSET funding process and whether adjustments were necessary to the City's priorities. ASSET volunteers are recommending the same priorities for FY 2018/19 as those adopted by the Council for FY 2017/18, as follows:

- 1) Meet basic needs, with emphasis on low- to moderate-income
 - Housing cost offset programs, including utility assistance
 - Sheltering
 - Quality childcare cost offset programs, including daycare and State of Iowa licensed in home facilities
 - Food cost offset programs, to assist in providing nutritious perishables and staples
 - Transportation cost offset programs for the elderly and families
 - Legal assistance
 - Disaster response
- 2) Meet mental health and chemical dependency needs
 - Provide outpatient emergency access to services
 - Provide crisis intervention services
 - Provide access to non-emergency services
 - Ensure substance abuse prevention and treatment is available in the community
- 3) Youth development services and activities
 - Provide services for social development

Council Member Betcher noted that the priorities listed for Council approval are different from the way The United Way and ISU Student Government list their priorities. She asked if it made it difficult to have those listed differently by the joint funders. Ms. Rich responded that she finds it helpful the way the City lists its priorities. The City's volunteers are trying to adhere to the Council's wishes; when it comes to making difficult decisions, it is appreciated that these priorities are listed.

Council Member Beatty-Hansen noted that no reference to "medical and dental aid" is listed as a priority. She indicated that these references should be listed under the "basic needs" category. It was pointed out that these needs have been funded throughout previous years.

Moved by Beatty-Hansen, seconded by Corrieri, to add to the list of priorities a reference to medical and dental aid under the "meet basic needs" category.

Council Member Corrieri stated that, as the Council moves forward and continues to identify priorities and review them annually, the Council should not make its priorities fit what is already being funded. She further said that the Council should identify the needs of the community and base priorities on those needs, and then use the Clear Impact Scorecard to drive those decisions.

Council Member Orazem called for the Question.

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

Moved by Beatty-Hansen, seconded by Corrieri, to adopt the modified priorities for the FY 2018/19 ASSET process.

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

REQUEST FOR ADJUSTMENT TO UTILITY ACCOUNT: Assistant City Manager Bob Kindred reported that this is an unfortunate situation where an individual was out of town and experienced trouble with the home's plumbing. This resulted in a huge bill to the City's water and sewer. This situation has occurred in the past with other customers, and staff has recommended reducing the water charges by the difference between the winter and summer rate. By using the winter billing rate, it will save the homeowner a substantial amount of money.

Mr. Kindred advised the Council that Water and Pollution Control Department staff are working on an update to the *City Code*, which would delegate authority to City staff to adjust the customer's water bill when these situations occur.

Council Member Orazem asked if there was a mechanism in place that allows the City to monitor these types of plumbing malfunctions.

Finance Director Duane Pitcher explained that, in general, these incidents are noted when the City reads the meters, which is done once a month. He indicated that staff encourages people to turn off their water when they are gone; if they don't, there is always the potential for these types of incidents to occur.

Moved by Betcher, seconded by Corrieri, to reduce the water charges for the homeowner at 1518 Meadowlane Avenue by the difference between the winter and summer billing rate, which would be \$1,407.89 (includes sales tax).

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

HABITAT FOR HUMANITY REQUEST REGARDING PARKING ON KINGSBURY AVENUE: Moved by Nelson, seconded by Corrieri, to direct the Interim City Attorney to draft an ordinance allowing parking along the west side of Kingsbury Avenue from Lincoln Way to South Second Street.

Vote on Motion: 5-0-1. Voting Aye: Beatty-Hansen, Betcher, Corrieri, Gartin, Orazem. Voting Nay: None. Abstaining: Nelson. Motion declared carried.

PRELIMINARY OFFICIAL STATEMENT FOR G.O. CORPORATE PURPOSE BONDS, SERVICES 2017A: Finance Director Duane Pitcher stated that this is the "Preliminary Official Statement" for the bonds that are coming forward. When the Council adopted the City's debt policy,

one of the “best practices” and an item included is that the “Official Statement” be heard as an action item (and not put on the Consent Agenda). He explained that with inclusion of the Refunding Bonds to the regular issue, there are a couple of changes required to the “Preliminary Official Statement.” In reference to the Cover page, it will now indicate, “In the opinion of Bond Counsel, the Bonds will NOT be designated as ‘qualified tax-exempt obligations’.” Again, on Page 5 - Tax Exemption and Related Considerations, the following change is made, “NOT Qualified Tax-Exempt Obligations: In the resolution authorizing the issuance of the Bonds, the City will NOT designate the Bonds as ‘qualified tax-exempt obligations’.”

Moved by Gartin, seconded by Beatty-Hansen, to adopt RESOLUTION NO. 17-508 approving the Preliminary Official Statement for General Obligation Corporate Purpose Bonds, Series 2017A; setting the date of sale for August 22, 2017, and authorizing electronic bidding for the sale.

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

ORDINANCE MODIFYING *MUNICIPAL CODE* PERTAINING TO THE CITY ATTORNEY: Moved by Gartin, seconded by Corrieri, to pass on first reading an ordinance modifying Section 2.48 of the *Municipal Code* pertaining to the City Attorney.

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

ORDINANCE REZONING PROPERTY, WITH MASTER PLAN, AT 3115, 3119, 3301, 3325, 3409, AND 3413 SOUTH DUFF AVENUE (BRICK TOWNE DEVELOPMENT): Moved by Betcher, seconded by Gartin, to pass on second reading an ordinance rezoning property, with Master Plan, located at 3115, 3119, 3301, 3325, 3409, and 3413 South Duff Avenue (Brick Towne Development) from Highway-Oriented Commercial (HOC) and High-Density Residential (RH) to Planned Residence District (F-PRD) and Highway-Oriented Commercial (HOC).

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

ORDINANCE REZONING PROPERTY, WITH MASTER PLAN, AT 1114 SOUTH DAKOTA AVENUE: Moved by Betcher, seconded by Gartin, to pass on second reading an ordinance rezoning property, with Master Plan, at 1114 South Dakota Avenue from Planned Residence District (F-PRD) to Community Commercial/Residential (CCR).

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

ORDINANCE CREATING EXCEPTIONS FOR PARKING LOT MINIMUM SETBACKS AND LANDSCAPE PERCENTAGE: Moved by Nelson, seconded by Betcher, to pass on third reading and adopt ORDINANCE NO. 4318 creating exceptions for parking lot minimum setbacks and landscape percentage.

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

ORDINANCE PERTAINING TO APPEALS OF ADMINISTRATIVE DECISIONS REGARDING ZONING-RELATED ISSUES: Moved by Gartin, seconded by Betcher, to pass on third reading and adopt ORDINANCE NO. 4319 pertaining to appeals of administrative decisions regarding zoning-related issues.

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

ORDINANCE CREATING BARILLA TAX INCREMENT FINANCING DISTRICT: Moved by Betcher, seconded by Gartin, to pass on third reading and adopt ORDINANCE NO. 4320 creating the Barilla Tax Increment Financing District.
Roll Call Vote: 6-0. Motion declared carried unanimously.

DEVELOPMENT REVIEW PRESENTATION: Fire Chief Shawn Bayouth introduced Sara VanMeeteren as the new Building Official.

Fire Chief Shawn Bayouth explained that the number of respondents to the survey sent out was down this year, and that it has dropped off significantly over the past few years. He further explained that the survey has not changed significantly since the first year it was sent out. He said that it provides good feedback to Fire Inspections and the Planning Division as it relates to how the Administrative Services staff and the Planners are doing. Fire Chief Bayouth further said that it is a good indicator for the Inspectors interacting in the field.

Planning Director Kelly Diekmann added that, in the time he has been with the City, nothing is significantly different in the respondents' answers. There appears to be a "general acceptance" – at least under the Planning Division category.

Business Development Coordinator John Hall summarized the results of the 2016 survey. He stated that this is the sixth year the survey has been sent out to Inspections and Planning Divisions customers. According to Mr. Hall, 307 surveys pertaining to the Inspections Division and 44 pertaining to the Planning Division were sent. He noted that the results were very positive overall.

Council Member Beatty-Hansen asked that if the responses continue to drop, would there come a time when the survey would no longer be useful. Mr. Hall indicated that it is hard to know at what level things become ineffective, however, he felt that the comments received are constructive components. Mr. Bayouth advised that, from the Inspections standpoint, the Division can not get better unless it receives feedback.

COUNCIL COMMENTS: Moved by Betcher, seconded by Beatty-Hansen, to refer to a future agenda the letter from the Story County Board of Supervisors regarding its request that the City of Ames join the Board in commissioning an updated Housing Needs Assessment Study.

Council Member Gartin stated that the initial housing needs assessment was done in 1998, and he didn't understand why now it is so pressing since it hadn't been updated in 20 years. Council Member Corrieri agreed, which is why she would like to see it on an agenda to get feedback. City Manager Steve Schainker said that the City's issue with the request is the timing of it, as staff's emphasis is presently on the City's affordable housing subdivision. It was agreed that clarification was needed on the Board of Supervisor's request, therefore, it will be included as an item of discussion on a future City Council agenda.

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

Moved by Betcher, seconded by Beatty-Hansen, to add the letter requesting a Campustown Plaza from the Campustown Action Association to the list of priorities that the Council will consider with the Campus and Community Commission (CCC).

Assistant City Manager Brian Phillips explained that the CCC is holding its first meeting the end of August. Since all of the representatives are of different stakeholder groups, each person is being asked to bring topics of discussion. The CCC will then narrow these topics of discussion down. Once that is done, it will meet with the Council, whereby members of the CCC will present items it wishes to address. At this point, the Council will then give further direction as to what issues it wants the Commission to work on.

Council Member Betcher stated that this is the list she wants the CAA's request to be added to.

Council Member Corrieri said she had some concerns about giving this to a commission when it has been stated that it is one of the City Council's goals. The process that is normally followed with the goals is that the City Manager assigns it to a staff member or to himself.

Council Member Orazem indicated that this is a big topic and that he wants to make sure it doesn't die. However, he liked the idea of the CCC having ownership of it.

Council Member Betcher said that the CCC should come back with an "action plan" for what needs to be done – either recommending the City moves forward with it, or not.

Council Member Gartin felt that giving this charge to the CCC is adding an extra step that is not needed, and that Council had already worked through this during its goal-setting session.

Discussion ensued regarding whether or not this should be addressed by the Campus and Community Commission or the City Council itself.

Vote on Motion: 4-2. Voting Aye: Beatty-Hansen, Betcher, Nelson, Orazem. Voting Nay: Corrieri, Gartin. Motion declared carried.

Moved by Beatty-Hansen, seconded by Corrieri, to refer to staff for a memo regarding the request from Habitat for Humanity to rezone property at 3504 North Grand Avenue (former Heartland Baptist Church).

Vote on Motion: 5-0-1. Voting Aye: Beatty-Hansen, Betcher, Corrieri, Nelson, Orazem. Voting Nay: None. Abstaining: Gartin. Motion declared carried.

Moved by Beatty-Hansen, seconded by Betcher, to refer to staff for a memo regarding the request from Tim Grandon to add funeral/cremation services to the list of accepted uses in the Community Commercial Node (CCN).

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

Moved by Beatty-Hansen, seconded by Gartin, to request a memo from staff on how to resurrect the Mayor's Bike Ride (and on renaming it the Mayor and Council's Bike Ride).

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

Council Member Gartin referred to an email received on July 26 from Bill Nichols regarding panhandling in Ames. Mr. Nichols was concerned that some of those individuals involved in this act are not poor. Council Member Gartin advised that Cedar Rapids had recently adopted an ordinance regarding panhandling.

Moved by Gartin, seconded by Beatty-Hansen, to refer to the Legal Department for a memo regarding a possible ordinance banning panhandling in Ames.

Council Member Betcher indicated that she would like more information. However, she was not sure she wants staff expending time on this, because panhandling ordinances have been found to be unconstitutional in other locations. There have been a number of places that have had ordinances overturned because of the unconstitutionality of those panhandling ordinances.

Vote on Motion: 4-2. Voting Aye: Beatty-Hansen, Gartin, Nelson, Orazem. Voting Nay: Betcher, Corrieri. Motion declared carried.

ADJOURNMENT: Moved by Nelson to adjourn at 7:29 p.m.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor

Jill L. Ripperger, Recording Secretary

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

AMES, IOWA

AUGUST 15, 2017

The Ames City Council met in Special Session at 6:00 p.m. on the 15th day of August, 2017, 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: Bronwyn Beatty-Hansen, Gloria Betcher, Tim Gartin, Chris Nelson, and Peter Orazem. Council Member Amber Corrieri and *ex officio* Member Robert Bingham were absent.

Mayor Campbell joined Interim President of Iowa State University Ben Allen in condemning the acts of white supremacists in Charlottesville, Virginia, that occurred over last weekend.

CONSENT AGENDA: Council Member Betcher requested that Consent Item No. 2 (Lease for a Cellular Antenna at Homewood Golf Course) be pulled for separate discussion.

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

1. RESOLUTION NO. 17-506 proposing vacation of right-of-way west of 122 North Dakota Avenue and setting the date of public hearing as August 22, 2017
2. RESOLUTION NO. 17-510 accepting completion of public improvements and releasing security for South Fork Subdivision, 8th Addition

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

LEASE WITH TOWERCO IV, LLC, FOR A CELLULAR ANTENNA AT HOMEWOOD GOLF COURSE: Council Member Betcher said that she had requested to pull this item to get clarification on the second item listed under the amendments. She noted that it stated that “The City may install on the antenna at its expense, equipment to provide high-speed internet access to the property, and the City will not be charged rent for this.” Council Member Betcher’s question was if high-speed internet would only be provided to Homewood Golf Course or if it could be used for connectivity in the neighborhood around it. Assistant City Manager Brian Phillips explained that it would only serve the Golf Course. He noted that access to high-speed internet at the Golf Course was challenging and creates limitations in accessing the City’s network. According to Mr. Phillips, this is seen as an opportunity for the City to create an option to secure high-speed internet at that location. He noted that the City Council could choose to go different route; however, the language in the Lease on this Agenda was specific to City use at the Golf Course only. This was to be a small antenna to serve just a point to point, not a broadcast.

Moved by Betcher, seconded by Beatty-Hansen to adopt RESOLUTION NO. 17-509 approving the lease with Towerco IV, LLC, for a cellular antenna at the Homewood Golf Course.

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

WORKSHOP ON COMPREHENSIVE PLAN STYLE AND FORMAT: Planning and Housing Director Kelly Diekmann said this workshop would be a kick-off to an updated or new City Comprehensive Plan from the previous Ames Land Use Policy Plan. Mr. Diekman introduced Barry Miller, a consultant who had been hired to assist the City in designing a Comprehensive Plan. According to Mr. Diekmann, the conversation at this Workshop would focus on options and examples.

Mr. Miller explained how to begin a Comprehensive Plan. He detailed the decisions that the Council would need to make as it formulates a work program to get the Plan accomplished. It was noted that the presentation was available on the City's Web site.

According to Mr. Miller, the purpose of a Comprehensive Plan is to provide data to inform local decision-making and educate the public about their community. It is also the legal basis for zoning regulations. It constitutes the plan for orderly efficient growth that protects property values and the quality of life, to protect and improve the natural environment be more sustainable. A Comprehensive Plan helps position the community to capture future economic opportunities and increase prosperity and provides the opportunity for civic engagement and creating a shared sense of purpose. It should also serve as the framework to plan for transportation, parks, utilities, schools, and public services and be a way to create and maintain healthy, attractive neighborhoods. Mr. Miller commented that a typical Plan horizon is 15-25 years; the more specific the plan the smaller the horizon.

Council Member Gartin asked if there was a difference in planning the horizon for a fast growing city versus a slower growing city. Mr. Miller responded that regardless of the rate of growth, you need to continue to revisit your Plan. Council Member Betcher then asked how this related to our plans in other areas, such as transportation. Mr. Diekmann answered by stating that transportation horizon is mandated every five years, and it is meant to follow the City's local planning.

It was stated by Director Diekmann that the existing Plan was completed in 1997 Plan was fundamentally a land use and growth management plan, rather than a true "Comprehensive Plan." The existing Plan policies are 20 years old and based on 1990's data and conditions.

Mr. Miller talked about the rate of growth in enrollment for Iowa State University (ISU). The growth in enrollment drove a lot of housing and population needs. He also noted that the growth of the senior population in Ames is increasing, and many changes have occurred in technology. There have also been economic and environmental changes. According to Mr. Miller, studies may need to be done, but reminded the Council that each study takes time and money.

A discussion about whether an advisory committee should be formed. Council Member Gartin asked if there was a trend correlating with the size of the community when deciding if to use an advisory committee. Mr. Miller believed the size of the community did not really impact that decision.

Mayor Campbell invites the two Planning and Zoning Commission Members who were present to join in the discussion. Chairperson Debbie Lee and Commission Member Anuprit Minhas were present.

Council Member Orazem reflected on the different kinds of plans that had been discussed. He asked about which plan Ames should use. Mr. Miller advised that the Council would need to decide how far past a traditional land-use-only plan it wanted to go. He said that there needed to be an element of vision., and that the data to be collected and its analyses would help the Council with that.

Council Member Gartin commented that Ames is in a critical point in its growth. He said he felt that the City needs to look at a Comprehensive Plan. Council Member Orazem agreed, stating that it should address some potential concerns, e.g., how large the private vs. public sector will be when dealing with constraints at the federal and state funding and the fact that 45% of Ames' workforce being in the public sector.

Council Member Nelson voiced his concerns related to plans that are already started such as Complete Streets and County Housing. He asked how to "get our arms around what work has already been done"

that could be incorporated into the Plan. Mr. Miller answered that the City would have to take an inventory of all of those plans and studies and sync them together to see if they are pointing in a certain direction that may help with some of the decisions. Director Diekmann that it is a decision of monetary cost and staff time.

It was the consensus of the Council that the City should create a Comprehensive Plan.

Mr. Diekmann asked for a decision about using an advisory committee. He noted that if the Council elected to go that route, the Council would be appointing and selecting committee members, which would affect the time schedule and may also affect the cost. Council Beatty-Hansen asked about using standing committees. Mr. Diekman said he wasn't sure about standing committees being able to advise on the Comprehensive Plan because they may have a narrower scope. It is an option, but selecting a steering committee expects that the people can bring some knowledge or experience and can add to the conversation and expects that they will understand a lot of things and provide a comprehensive perspective. They will invest resources, effort, and time into it and come up with a really thoughtful recommendation. Mr. Diekmann explained that he was not asking for technical expertise, but more of what people need or want in the community; the professionals on staff and consultants will have to filter through that. It was stated that if the Council believed that it could get a variety of perspectives from the community without a committee, one wouldn't be needed. It was also noted that, through other engagement mechanisms, tools, and outreach efforts, a variety of perspectives could be reached. Council Member Gartin feels offered his preference to move forward without an advisory committee. He said he believed that the community is small enough, and there are past experiences that show success in community outreach. Council Member Betcher expressed her concerns about not being able to reach everyone through public and typical outreach efforts just because of different circumstances. She felt that a steering committee has members that are there for the under-represented. Those members would be responsible for getting information from those under-represented people and take that information back to the committee. Council Member Beatty-Hansen offered her believe that the City needed to reach out as much as possible, but she was not sure if an advisory committee was needed for that. Mayor Campbell added that she had been tasked in the past to appoint those who make up those types of committees, and she was concerned about getting the people who have the interest, passion, and the time. She also said that it is a very difficult job to to appoint a good balance of members.

Commission Member Debbie Lee expressed her concern about the physical presence of a consultant and his or her interaction with the community members. Mr. Diekmann offered that an Advisory Committee doesn't necessarily mean there is better outreach. Commission Member Anuprit Minhas added that the steering committee would allow for a broader range of stakeholder groups to be involved earlier in the process. Those members would not decide the policies; they would provide direction and keep on task. Director Diekmann said that no decision on outreach needed to be decided tonight.

Council Member Beatty-Hansen said she did not believe that a steering committee was needed. Council Member Nelson offered that the outreach is important, but he did not want to designate any policy decisions to a steering committee. He felt the Council members all wanted to be involved in the process. There was a consensus of the Council that a steering committee was not necessary.

Council Member Nelson asked questions regarding the form-based option. He asked to know how to articulate goals through mapping. Council Member Orazem stated his belief that that would lead to more flexibility. Mr. Miller said that using a form-based comprehensive map may cause new zoning ordinances after the City approves the Plan. There would be a cost impact.

COUNCIL COMMENTS:

Mayor Campbell said that Council Member Correrri had asked that she bring up the need to have a telephonic meeting to meet a deadline regarding the allocation to the Story County Housing Task Force. A Special Meeting would be set for Thursday, August 17.

CLOSED SESSION: Council Member Gartin asked Interim City Attorney Mark Lambert if there was a legal reason for the City Council to go into Closed Session. Mr. Lambert replied in the affirmative.

Moved by Gartin, seconded by Betcher, to hold a Closed Session as provided by Section 21.5(1)c, *Code of Iowa*, to discuss matters presently in or threatened to be in litigation.
Roll Call Vote: 5-0. Motion declared approved unanimously.

The meeting reconvened in Regular Session at 8:49 pm.

ADJOURNMENT: Moved by Gartin, seconded by Betcher, to adjourn the meeting at 8:50 p.m.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor

Stacy Craven, Recording Secretary

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

AMES, IOWA

AUGUST 17, 2017

The Ames City Council met in special session at 10:02 a.m. on the 17th day of August, 2017, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law with Mayor Ann H. Campbell presiding. Council Members Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, Chris Nelson, and Peter Orazem joined the meeting telephonically as it was not practical for them to be there in person.. *Ex officio* Member Rob Bingham was absent.

SALE OF RIGHT-OF-WAY WEST OF 122 NORTH DAKOTA: Moved by Corrieri, seconded by Gartin, to adopt RESOLUTION NO. 17-512 proposing the sale of right-of-way west of 122 North Dakota Avenue and setting the date of public hearing as August 22, 2017.

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

ALLOCATION TO SUPPORT THE STORY COUNTY HOUSING TRUST FUND TASK FORCE: Moved by Betcher, seconded by Gartin, to adopt RESOLUTION NO. 17-513 approving a total of \$68,000 for a two-year commitment of funding (2016/17 and 2017/18) from the 2016/17 General Fund balance to support the Story County Housing Trust Fund Task Force.

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

ADJOURNMENT: Moved by Beatty-Hansen to adjourn the meeting at 10:06 a.m.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor



REPORT OF CONTRACT CHANGE ORDERS

Period:	<input checked="" type="checkbox"/>	1 st – 15 th
	<input type="checkbox"/>	16 th – End of Month
Month & Year:	August 2017	
For City Council Date:	August 22, 2017	

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 Engineering Agreement	12	\$8,240,000.00	FOX Engineering Assoc, Inc.	\$760,050.40	\$3,935.70	J. Dunn	MA
Water & Pollution Control	Water Treatment Plant Contract 1 - Utilities	4	\$3,197,273.15	S.M. Hentges & Sons	\$47,918.88	\$6,647.12	J. Dunn	MA
Water & Pollution Control	WPCF Stuctural Rehab Phase 1	1	\$419,000.00	Western Specialty Contractors	\$0.00	\$7,940.00	J. Dunn	MA
Public Works	2015/16 Airport Improvements Program (Ames New Executive Terminal)	2	\$1,973,900.00	Jensen Builders LTD	\$-(5,485.00)	\$20,236.00	B. Kindred	MA
			\$		\$	\$		
			\$		\$	\$		

Applicant License Application ()

5

Name of Applicant: <u>Kum & Go LC</u>		
Name of Business (DBA): <u>Kum & Go # 1215</u>		
Address of Premises: <u>4506 Lincoln Way</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50010</u>
Business <u>(515) 292-4368</u>		
Mailing <u>6400 Westown Parkway</u>		
City <u>West Des Moines</u>	State <u>IA</u>	Zip: <u>50266</u>

Contact Person

Name <u>Lori Miller</u>	
Phone: <u>(515) 457-6164</u>	Email <u>licenses@kumandgo.com,</u>

Classification Class E Liquor License (LE)

Term:12 months

Effective Date: 08/28/2017

Expiration Date: 01/01/1900

Privileges:

Class B Wine Permit

Class C Beer Permit (Carryout Beer)

Class E Liquor License (LE)

Fills and Sells Growlers

Sunday Sales

Status of Business

BusinessType: <u>Limited Liability Company</u>	
Corporate ID Number: <u>211523</u>	Federal Employer ID <u>421465780</u>

Ownership

Kyle Krause

First Name: <u>Kyle</u>	Last Name: <u>Krause</u>	
City: <u>Waukee</u>	State: <u>Iowa</u>	Zip: <u>50263</u>
Position: <u>CEO</u>		
% of Ownership: <u>0.00%</u>	U.S. Citizen: <u>Yes</u>	

Craig Bergstrom

First Name: <u>Craig</u>	Last Name: <u>Bergstrom</u>	
City: <u>Johnston</u>	State: <u>Iowa</u>	Zip: <u>50131</u>
Position: <u>CFO</u>		
% of Ownership: <u>0.00%</u>	U.S. Citizen: <u>Yes</u>	

Charles Campbell

First Name:	<u>Charles</u>	Last Name:	<u>Campbell</u>	
City:	<u>Urbandale</u>	State:	<u>Iowa</u>	Zip: <u>50323</u>
Position:	<u>Secretary</u>			
% of Ownership:	<u>0.00%</u>	U.S. Citizen:	Yes	
Krause Holdings Inc				
First Name:	<u>Krause</u>	Last Name:	<u>Holdings Inc</u>	
City:	<u>West Des Moines</u>	State:	<u>Iowa</u>	Zip: <u>50266</u>
Position:	<u>shareholder</u>			
% of Ownership:	<u>100.00%</u>	U.S. Citizen:	Yes	

Insurance Company Information

Insurance Company: <u>Merchants Bonding 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 ()

6

Name of Applicant: <u>HuaChao Snacks Inc</u>		
Name of Business (DBA): <u>HuaChao Snacks</u>		
Address of Premises: <u>127 Welch Ave</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50014</u>
Business <u>(510) 220-9602</u>		
Mailing <u>3816 Ingersoll Ave</u>		
City <u>Des Moines</u>	State <u>IA</u>	Zip: <u>50312</u>

Contact Person

Name <u>Sherry Xu</u>	
Phone: <u>(510) 220-9602</u>	Email <u>dan@communitycpa.com</u>

Classification Class C Beer Permit (BC)

Term:12 months

Effective Date: 08/11/2017

Expiration Date: 01/01/1900

Privileges:

Class C Beer Permit (BC)

Sunday Sales

Status of Business

BusinessType: <u>Privately Held Corporation</u>	
Corporate ID Number: <u>550790</u>	Federal Employer ID <u>822300025</u>

Ownership

Sherry Xu

First Name: <u>Sherry</u>	Last Name: <u>Xu</u>	
City: <u>Ames</u>	State: <u>Iowa</u>	Zip: <u>50010</u>
Position: <u>President</u>		
% of Ownership: <u>100.00%</u>	U.S. Citizen: <u>No</u>	

Insurance Company Information

Insurance Company:	
Policy Effective Date:	Policy Expiration
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

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

Contact Person

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

Classification Class C Liquor License (LC) (Commercial)

Term:12 months

Effective Date: 01/01/2017

Expiration Date: 12/31/2017

Privileges:

Class C Liquor License (LC) (Commercial)

Outdoor Service

Status of Business

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

Ownership

Andrew White

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

Kelly White

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

Insurance Company Information

Insurance Company: <u>Specialty Risk of America</u>
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Policy Effective Date:	Policy Expiration
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

*Caring People
Quality Programs
Exceptional Service*

8a-g

TO: Mayor Ann Campbell and Ames City Council Members

FROM: Lieutenant Dan Walter – Ames Police Department

DATE: August 16th, 2017

SUBJECT: Beer Permits & Liquor License Renewal Reference City Council Agenda

The Council agenda for August 22nd, 2017, includes beer permits and liquor license renewals for:

- Class E Liquor, C Beer, & B Wine - LE0000810 - Hy-Vee Drugstore, 500 Main St.
- Special Class C Liquor - BW0093479 - Indian Delights, 127 Dotson Drive
- Class C Liquor - LC0019599 - Mandarin Restaurant of Ames, 415 Lincoln Way
- Special Class C Liquor & Outdoor Service - BW0093713 - Noodles & Company, 414 S. Duff Ave., Ste. 101
- Class E Liquor, C Beer, & B Wine - LE0001560 - Cyclone Liquors, 626 Lincoln Way
- Class E Liquor, C Beer, & B Wine - LE0002650 - Kwik Stop Liquor & Groceries, 125 6th St.
- Class C Liquor - LC0023167 - Corner Pocket/DG's Taphouse, 125 Main St.

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

The records check did identify several calls for service to three of the above listed businesses. A brief overview is provided to help understand the somewhat higher call volume and the recommendation for renewal.

Indian Delights-although officers handled several intoxication related calls in this area, none of these calls were related to the operation of the license holder.

Kwik Stop-125 6th Street is a busy location with 26 police calls over past year. Of these calls, only one is clearly associated with an operational issue on the property. That call involved a complaint about employee smoking. The individual was responsive to the problem and no further calls have been received on that issue. In at least two of the alcohol-related calls,

management contacted police for assistance with customers. We encourage license holders to identify and address problems of this kind.

Corner Pocket/DG's-Police reports show 26 calls to this location over the past year. Only one call was directly attributable to operational issues. That call involved a comedian who had offended customers to the point that the manager called for police assistance. Beyond that, one assault was reported in the bar and there were four calls related to disorderly conduct. As noted in other circumstances, these calls appear to be appropriate calls for police assistance in an area that is often busy on weekend nights.

Again, the police department recommends renewal for all of the above businesses.

COUNCIL ACTION FORM

SUBJECT: **OCTAGON ART FESTIVAL REQUESTS**

BACKGROUND:

The Octagon Center for the Arts plans to host the 47th Annual Art Festival in the Ames Main Street Cultural District (MSCD) on Sunday, September 24, 2017. The 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.

The Main Street Cultural District has been informed of the Art Festival and is in support of it. 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.

ALTERNATIVES:

1. Approve the requests from The Octagon Center for the Arts for the Art Festival on September 24, 2017, 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. Approve the requests, but require payment for the Blanket Vending License and reimbursement for electricity use.
3. Deny these requests.

MANAGER'S RECOMMENDED ACTION:

This is the 47th 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, thereby approving the requests from The Octagon Center for the Arts for the Art Festival on September 24, 2017.



CITY OF

Ames

SPECIAL EVENT APPLICATION

SUMMARY OF EVENT

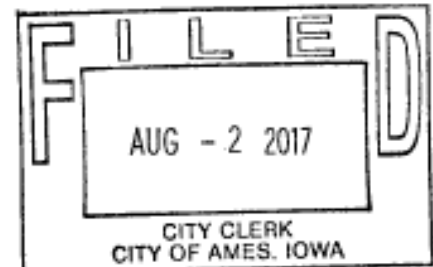
DESCRIPTION

Event Name Octagon Art Festival

Description

The 47th Octagon Art Festival will take place in downtown Ames on Sunday, Sept 24 from 10 am - 5 pm.

Visual arts, children's art areas and performing arts form the foundation of the Octagon Art Festival. More than 14,000 people attend our festival. 100 professional artists from across the Midwest will display high-quality original artwork for sale in a wide variety of media. Live entertainment from area bands and performers are also featured throughout the day. Approximately 12 food vendors will offer a wide variety of food options. The festival is held outdoors on pavement, rain or shine.



Event Category

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

Anticipated Attendance

Total 14,000Per Day 1 day

DATE/TIME

Setup

Date Sept 24, 2017 Time 6 amDay of Week Sunday

Event Starts

Date Sept 24, 2017 Time 10 amDay of Week Sunday

Event Ends

Date Sept 24, 2017 Time 5 pmDay of Week Sunday

Teardown Complete

Date Sept 24, 2017 Time 6 pmDay of Week SundayRain Date, if applicable same day, rain or shine

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)

Name

Heather Johnson

Address

310 Topaz Ct

Telephone

515-232-5331

Cell Phone

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? _

☒ ☐ 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

This is the 47th annual Octagon Art Festival. (formerly Art in the Park). It has been located in downtown Ames Main Street Cultural District since 2003.

OCTAGON

CENTER FOR THE ARTS

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

August 1, 2017

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

Honorable Mayor and City Council,

On Sunday, September 24, the Octagon Center for the Arts is hosting the 47th 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 24 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 24-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 24. **(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 24, 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 24 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



July 31, 2017

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 45th Octagon Art Festival that will take place on Sunday, September 24th.

The MSCD is fully in support of this event, and ask that the street closure 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,

A handwritten signature in blue ink, which appears to read "Paul Livingston".

Paul Livingston
2017 MSCD Board President

COUNCIL ACTION FORM

SUBJECT: ADDITIONAL REQUEST FROM HEALTHIEST AMES FOR OPEN STREETS EVENT

BACKGROUND:

On Sunday, October 1, the Healthiest Ames organization plans to host its third annual Open Streets event from 1:00 p.m. to 4:00 p.m. The event is intended to promote healthy activities, support local businesses, and encourage sustainable transport. The City Council approved the requests associated with this event at the June 11, 2017 City Council meeting.

Since the event was approved by the City Council, the Ames Bicycle Coalition and Kiwanis Club have expressed interest in hosting a bike rodeo as part of Open Streets. **Therefore, organizers are now also requesting closure of Burnett Avenue from Main Street to 5th Street.**

Eight additional metered parking spaces will be closed along this portion of Burnett Avenue. As with the previously approved closures, no parking meter revenues would be affected, since the event occurs on a Sunday.

ALTERNATIVES:

1. Approve the closure of Burnett Avenue from Main Street to 5th Street from 8:00 a.m. to 5:00 p.m. on October 1.
2. Do not approve the requested additional closure.

MANAGER'S RECOMMENDED ACTION:

The Open Streets event has previously been approved by the City Council. This additional closure would facilitate an additional bike rodeo activity to take place as part of the event.

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

August 17, 2017

Mayor Campbell
Ames City Council

Thank you for approving Healthiest Ames' request for closure of Main St. from Clark to Douglas on October 1st for the Open Streets event.

We have received a request from the Ames Bicycle Coalition – hoping to partner with the Kiwanis Club - to host a bike rodeo. We welcome their participation.

Including that event is the rationale for requesting the additional closure of Burnett from Main St. to 5th St.

Please consider this favorably.

John Shierholz
Cheryl Langston
Co-chairs Healthiest Ames

COUNCIL ACTION FORM**SUBJECT: SALE OF CITY-OWNED PROPERTY AT 306 WELLONS DRIVE****BACKGROUND:**

Community Development Block Grant funds were used to purchase 306 Wellons Drive as part of the Acquisition/Reuse Program. The property was purchased in 2010 for \$107,000 and is the last of the five properties remaining to be rehabilitated and sold under the previous FY 2009-14 Acquisition Reuse Program.

Habitat for Humanity of Central Iowa (HHCI) approached staff with an interest in purchasing the property. This opportunity to collaborate with Habitat for Humanity of Central Iowa would represent the **eleventh** endeavor between Habitat and the City of Ames. This project will allow the City to continue to address one of the priority goals outlined in the 2014-2018 CDBG Consolidated Plan, which is to increase the supply of affordable housing for LMI households. Additionally, the revenue from the sale of this property can be reinvested to purchase additional properties that can be used continue to this need for either homeownership or rental LMI housing.

City Council previously approved in August 2016 the terms and conditions for sale of the property to Habitat in the amount of \$30,000. Two major terms and conditions of the sale were the rehabilitation of the property by July 31, 2017 and the sale the property to an eligible buyer on or before August 31, 2017. Staff has confirmed that both of these items have been satisfactorily completed and therefore, would request setting August 29, 2017 as the date of public hearing to complete the sale of the property.

ALTERNATIVES:

1. The City Council can approve the sale of the City-owned property located at 306 Wellons Drive to Habitat for Humanity of Central Iowa in the amount of \$30,000 and set Tuesday, August 29, 2017 as the date of public hearing.
2. The City Council can deny approval of the sale of the City-owned property located at 306 Wellons Drive to Habitat for Humanity of Central Iowa in the amount of \$30,000 and, therefore, have no need to move ahead to set Tuesday, August 29, 2017 as the date of public hearing.

CITY MANAGER'S RECOMMENDED ACTION:

The sale of 306 Wellons Drive to Habitat for Humanity of Central Iowa will assist the City in its efforts to address the housing needs for low and moderate income, first-time home buyers. In addition to assisting a first-time home buyer, the rehabilitation of this former deteriorated property assists in replenishing housing stock in the neighborhood.

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

COUNCIL ACTION FORM

**SUBJECT: SET A DATE OF PUBLIC HEARING FOR VACATION OF 12TH STREET
RIGHT-OF-WAY ADJACENT TO 1125 MAXWELL AVENUE**

BACKGROUND:

The City of Ames is the owner of a property at 1125 Maxwell Avenue. The property was purchased in 2015 with Community Development Block Grant funds for the purpose of constructing affordable housing. The property was a foreclosure at the time of its purchase by the City. The City demolished an existing structure and entered into an agreement in 2016 with Habitat for Humanity for their purchase of the property and construction of a new home.

The subject property is 50 feet in width and 118.5 feet in length and situated at the southwest corner of 12th Street and Maxwell Avenue. The lot was originally created as part of the Sunrise Subdivision. 12th Street is a local street within a 65-foot right-of-way. The paved section is approximately 30 feet in width with curb and gutter, but no sidewalks.

Staff requests the City Council vacate up to four feet of right-of-way along 12th Street to widen the lot and facilitate a greater side yard setback for the home along the south property line. The total area is approximately 474 square feet. The right-of-way exceeds our typical local street standard of 55 feet. If the vacation of four feet is approved, there still will be enough right-of-way for future construction of public sidewalk and placement of street trees in the parking area.

Staff contacted all right-of-way users and has identified that Alliant has a gas line adjacent to the current property line. Therefore, a Public Utility Easement over the vacated area would be appropriate to allow for the gas line to remain.

ALTERNATIVES:

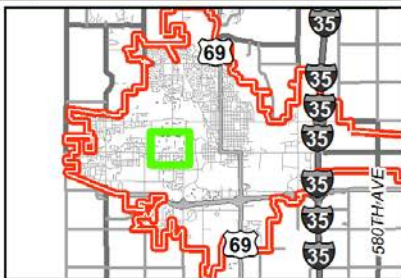
1. Approve the process of vacating right-of-way along the north property line of 1125 Maxwell Avenue and setting the date of public hearing as August 29, 2017.
2. Retain the right-of-way and deny the vacation request.

CITY MANAGER'S RECOMMENDED ACTION:

The vacation of this portion of the City-owned right-of-way will facilitate development of a single-family home at 1125 Maxwell Avenue. Upon vacation of the right-of-way the area will be combined with the existing lot through a Plat of Survey. Ultimately, this property will be transferred to Habitat for Humanity in accordance with the agreement from 2016. With

the requirement of providing a public utility easement, no right-of-way user would be adversely impacted by the vacation and sale of land. The Public Utility Easement will be a condition of a future plat of survey review.

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



Location Map
1125 Maxwell Avenue



COUNCIL ACTION FORM

**SUBJECT: PARKING AGREEMENT WITH YOUTH AND SHELTER SERVICES
FOR MUNICIPAL LOT P**

BACKGROUND:

In 2012, City Council approved a five-year lease renewal with Youth and Shelter Services (YSS) for use of Municipal Lot P at 308 5th Street. Lot P was originally leased to YSS as part of the Development Agreement for renovation of the old City Hall at 420 Kellogg Avenue beginning in 1995. The last time the lease was updated, YSS was granted a 5-year lease at a rate of \$20/space/month. YSS felt that it has been performing annual lot maintenance that was equivalent to approximately \$15/space/month (The City typically charges \$35/month to rent spaces). It should be noted that the lease agreement requires this maintenance be performed at the lessee's sole expense.

YSS has requested that the lease remain at the current rate and also expressed the desire to enter into a longer-term lease. It appears that a prudent approach could be to extend the current lease for one year while the terms of a new long-term (10 to 15 years) lease could be negotiated over the course of the next several months. Therefore, staff would propose approving a one-year extension of the lease keeping all the terms and conditions the same, and at the \$20/space/month for the 15 parking stalls in Lot P (\$3,600/year).

ALTERNATIVES:

1. Approve a lease extension with Youth and Shelter Services for exclusive use of Municipal Lot P expiring August 31, 2018, at a rate of **\$20/space/month**, and maintain all other provisions of the current agreement.
2. Approve a lease extension with Youth and Shelter Services for exclusive use of Municipal Lot P expiring August 31, 2018, at a rate of **\$35/space/month**, and maintain all other provisions of the current agreement.
3. Do not approve a lease extension with Youth and Shelter Services, and direct staff to convert the lot into public parking spaces.

MANAGER'S RECOMMENDED ACTION:

City staff remains appreciative of YSS for locating its offices in the Downtown Business District and renovating the historic City Hall building for that purpose. In order to assist with the continued viability of their efforts, staff supports the continued leasing of the 15

parking spaces in Municipal Lot P for an additional one-year period to YSS. Additionally, staff is supportive of the terms of the existing agreement pertaining to parking. These terms provide for liability protection, assign maintenance responsibilities to the lessee, and allow the City to cancel the agreement after 90 days' notice if the parking on the site is needed for a development project in the Downtown Business District.

This approach will give YSS and City staff time to create a new lease that could better align with the long-term interests of YSS, while providing an opportunity to transition to current City policies/rates. **Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.**

COUNCIL ACTION FORM

**SUBJECT: ENCROACHMENT PERMIT FOR A SIGN AT 2625 NORTH LOOP DRIVE
(ISU RESEARCH PARK)**

BACKGROUND:

The owner of the property at 2625 North Loop Drive is seeking approval for an encroachment permit that would allow a sign to be placed partially in the public way. The proposed ground sign will cover 25 square feet of area within the right-of-way.

Chapter 22.3(3) of the Ames Municipal Code requires approval of the Encroachment Permit Application by the Ames City Council before a permit can be issued. By signing the application/agreement, the Owner has agreed to hold harmless the City of Ames against any loss or liability as a result of the encroachment, to submit proof of insurance, and to pay a fee for the encroachment. The Owner also understands that this approval may be revoked at any time by the City Council. Upon receipt of proof of insurance, a payment of \$25.00, and Council approval, the Inspection Division will issue a permit for the encroachment.

ALTERNATIVES:

1. Approve the attached encroachment permit application/agreement thereby allowing the applicant to erect the sign once the encroachment permit and sign permit have been issued.
2. Modify the attached encroachment permit application/agreement thereby allowing the applicant to erect the sign, with modifications, once the encroachment permit and sign permit have been issued.
3. Deny the attached encroachment permit application/agreement prohibiting the applicant from placing the proposed sign within the public way.

MANAGER'S RECOMMENDED ACTION:

It is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby granting the encroachment permit for this sign.



515 Clark Avenue
Ames, IA 50010
515.239.5153 Phone
515.239.5261 Fax

ENCROACHMENT PERMIT APPLICATION/AGREEMENT

Address of Encroachment: 2625 N Loop Drive

Type of Encroachment: _____

Total Square Feet of the Area to Encroach: 25 (See attached submittal guidelines) *WE are unsure of property line, so we included more area just in case.*

Applicant is: ☒ Property Owner ☐ Tenant ☐ Contractor

Applicant Name: IGU Research Park 40 N State Easter Phone: 515-296-0735

Mailing Address: 1805 Collaboration Pl. Ste 1250 Email: master@iastate.edu

Property Owner Name: same

Phone: _____ Mailing Address: _____

By signing this application, the Building Owner agrees to the following conditions, upon approval:

1. The Owners do hereby indemnify and hold harmless the City of Ames, its officers and employees, against any loss or liability whatsoever made by any and all persons whomsoever, resulting from or arising out of the location and maintenance of the encroachment.
2. The Owners shall submit and maintain, through the period of the encroachment, comprehensive general liability insurance coverage in the amount of not less than \$500,000 combined single limit and a current copy of Endorsement CG 2013, naming the City of Ames and its employees and assigns, as an additional insured on the policy. The Owner will supply the City Clerk's Office annually with a current copy of the insurance and the endorsement.
3. The City Council may revoke the permit at any time.
4. This agreement shall run with the land and be binding upon the successors and assignees of the parties hereto.
5. The Owners shall notify the City Clerk at the time that the encroachment ceases to exist, or before making any modification to the encroachment.
6. The encroachment will be built and erected in the same manner as shown on the attached sketch.
7. To pay a one-time encroachment fee of \$25 or \$1 for every square foot that encroaches, whichever is larger.

Property Owner Signature *[Signature]* Date 8/1/17

FOR OFFICE USE

☒ Fee Received

☒ Sketch of Encroachment Received

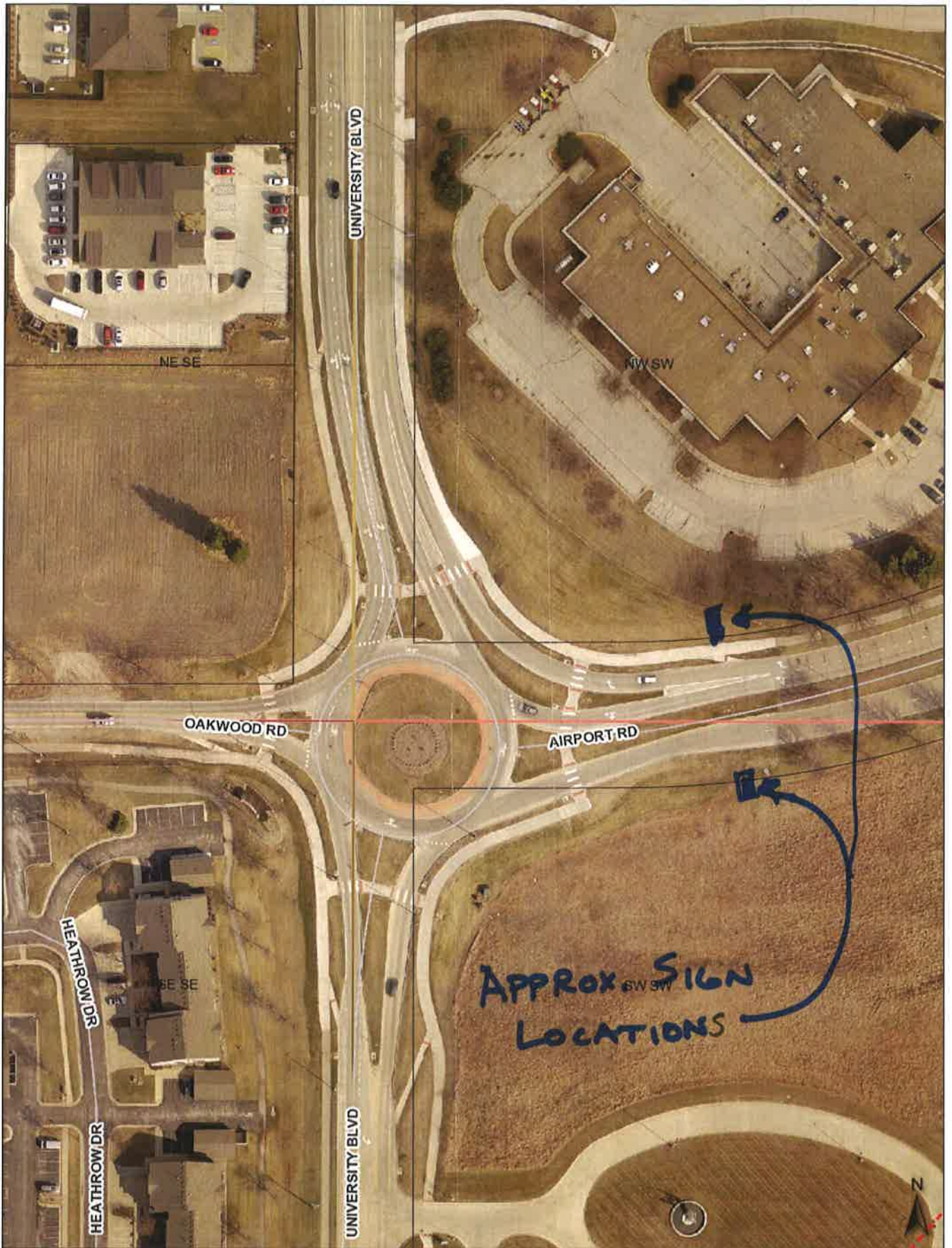
☐ Insurance Received

☐ Approved by City Council on

☐ Insurance Approved by HR

Date: _____

Approved by: _____ Date: _____ Permit No: _____



UNIVERSITY BLVD

NE SE

NW SW

OAKWOOD RD

AIRPORT RD

HEATHROW DR

SE SE

HEATHROW DR

UNIVERSITY BLVD

APPROX SIGN
LOCATIONS



Sign Type B | Gateway Sign Options



1



2

THIS ONE



Sign Type B | Gateway Sign Option #1



COUNCIL ACTION FORM

**SUBJECT: ENCROACHMENT PERMIT FOR A SIGN AT 2900 UNIVERSITY BLVD.
(ISU RESEARCH PARK)**

BACKGROUND:

The owner of the property at 2900 University Blvd. is seeking approval for an encroachment permit that would allow a sign to be placed partially in the public way. The proposed ground sign will cover 25 square feet of area within the right-of-way.

Chapter 22.3(3) of the Ames Municipal Code requires approval of the Encroachment Permit Application by the Ames City Council before a permit can be issued. By signing the application/agreement, the Owner has agreed to hold harmless the City of Ames against any loss or liability as a result of the encroachment, to submit proof of insurance, and to pay a fee for the encroachment. The Owner also understands that this approval may be revoked at any time by the City Council. Upon receipt of proof of insurance, a payment of \$25.00, and Council approval, the Inspection Division will issue a permit for the encroachment.

ALTERNATIVES:

1. Approve the attached encroachment permit application/agreement thereby allowing the applicant to erect the sign once the encroachment permit and sign permit have been issued.
2. Modify the attached encroachment permit application/agreement thereby allowing the applicant to erect the sign, with modifications, once the encroachment permit and sign permit have been issued.
3. Deny the attached encroachment permit application/agreement prohibiting the applicant from placing the proposed sign within the public way.

MANAGER'S RECOMMENDED ACTION:

It is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby granting the encroachment permit for this sign.



515 Clark Avenue
Ames, IA 50010
515.239.5153 Phone
515.239.5261 Fax

ENCROACHMENT PERMIT APPLICATION/AGREEMENT

Address of Encroachment: 2900 University Boulevard

Type of Encroachment: Ground Sign

Total Square Feet of the Area to Encroach: 25 (See attached submittal guidelines) we

Applicant is: ☒ Property Owner ☐ Tenant ☐ Contractor

Applicant Name: 154 Research Park c/o Nate Easter Phone: 515-296-0785 we are unsure of property lines so we included 1/2 sign in case.

Mailing Address: 1805 Collaboration Pl.; Ste. 1250 Email: neaster@iastate.edu

Property Owner Name: Same

Phone: _____ Mailing Address: _____

By signing this application, the Building Owner agrees to the following conditions, upon approval:

1. The Owners do hereby indemnify and hold harmless the City of Ames, its officers and employees, against any loss or liability whatsoever made by any and all persons whomsoever, resulting from or arising out of the location and maintenance of the encroachment.
2. The Owners shall submit and maintain, through the period of the encroachment, comprehensive general liability insurance coverage in the amount of not less than \$500,000 combined single limit and a current copy of Endorsement CG 2013, naming the City of Ames and its employees and assigns, as an additional insured on the policy. The Owner will supply the City Clerk's Office annually with a current copy of the insurance and the endorsement.
3. The City Council may revoke the permit at any time.
4. This agreement shall run with the land and be binding upon the successors and assignees of the parties hereto.
5. The Owners shall notify the City Clerk at the time that the encroachment ceases to exist, or before making any modification to the encroachment.
6. The encroachment will be built and erected in the same manner as shown on the attached sketch.
7. To pay a one-time encroachment fee of \$25 or \$1 for every square foot that encroaches, whichever is larger.

Property Owner Signature [Signature] Date 8/1/17

FOR OFFICE USE

☒ Fee Received

☐ Insurance Received

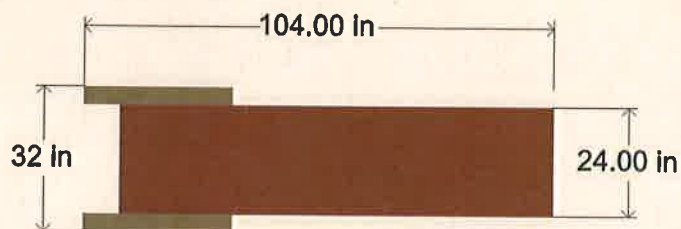
☐ Insurance Approved by HR

☒ Sketch of Encroachment Received

☐ Approved by City Council on

Date: _____

Approved by: _____ Date: _____ Permit No: _____

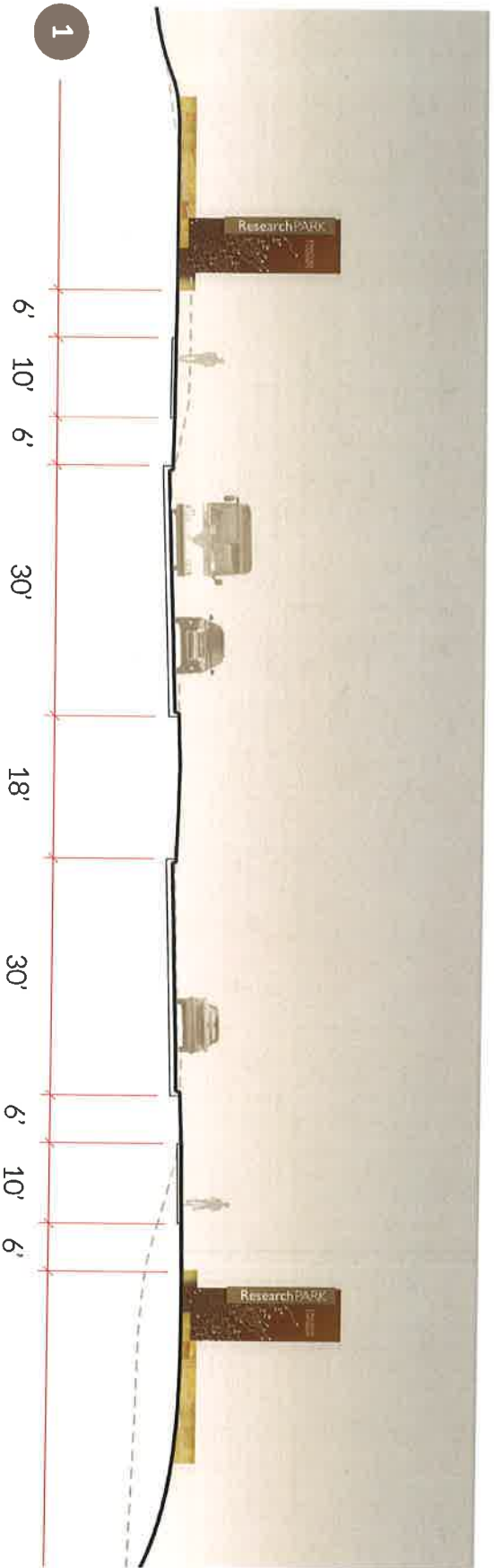


Top View



Gateway Sign Type B1

Cross Section | Sign Type B Option #1



COUNCIL ACTION FORM

SUBJECT: 2017/18 ARTERIAL STREET PAVEMENT IMPROVEMENTS (13TH STREET FROM UPRR TO HARDING AVENUE)

BACKGROUND:

This annual program utilizes current repair and reconstruction techniques to improve arterial streets with asphalt or concrete. These pavement improvements are needed to restore structural integrity, serviceability, and rideability. Targeted streets are reaching a point of accelerated deterioration. By improving these streets prior to excessive problems, the service life will be extended. The location for this project is 13th Street from the Union Pacific Railroad crossing to Harding Avenue.

The Agreement for Consulting Services with Stanley Consultants, Inc. of Des Moines, Iowa was approved in an amount not to exceed \$81,500. **The original scope of services for the project did not include water main design. Further evaluation of the water system showed that replacing the 89 year old water main along 13th Street as part of the 2017/18 Arterial Street Pavement Improvements project would be the most cost effective approach.**

Staff has negotiated an Amendment to the Scope of Services and Compensation to the 2017/18 Arterial Street Pavement Improvements Agreement for Consulting Services in an amount not to exceed \$19,500. This amount exceeds 20% of the original contract amount and such requires City Council approval per the Purchasing Policies & Procedures.

Added services will include field research, preliminary design, final design, and permitting of the new water main along 13th Street. Also included will be plan development and all required submittals to meet Iowa Department of Transportation letting requirements, with an anticipated February 2018 bid letting for construction during 2018.

The water main design and construction will utilize Water Utility Funds from the 2017/18 Water System Improvements program.

ALTERNATIVES:

1. Approve the amendment to the engineering services agreement for the 2017/18 Arterial Street Pavement Improvements with Stanley Consultants, Inc., of Des Moines, Iowa, in an amount not to exceed \$19,500.
2. Do not proceed with water main improvements at this time.

MANAGER'S RECOMMENDED ACTION:

By approving this amendment, it will be possible to improve the street quality, water quality, and the water system reliability in a cost effective manner while minimizing the impact to our citizens in this area.

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

COUNCIL ACTION FORM

SUBJECT: 2016/17 CONCRETE PAVEMENT IMPROVEMENTS (DAWES DRIVE)

BACKGROUND:

This annual program is to rehabilitate or reconstruction concrete street sections that have deteriorated, including joint sealing, in order to prevent premature breakdown of the pavement. This work will provide enhanced rideability to residents and visitors. The location for this project is Dawes Drive from Top-O-Hollow Road to Calhoun Memorial Park.

Staff negotiated an Agreement for Consulting Services with WHKS for the design of the 2016/17 Concrete Pavement Improvements in an amount not to exceed \$49,700. Coordination then occurred with the 2007/08 Shared Use Path System Expansion (Bloomington to Ada Hayden) project. **City Council directed staff to proceed with a shared use path adjacent to Dawes Drive and the shared use path along US Hwy 69 at its July 25, 2017 meeting.** This option extends the shared use path along the east side of Dawes Drive north from Bloomington Road through the extent of the existing guardrail.

This extension of the shared use path requires Dawes Drive to be shifted to the west to provide room for the path. **The design of the Dawes Drive shift was not included in the original scope with WHKS. Staff has negotiated an Amendment to the Scope of Services and Compensation to the 2016/17 Concrete Pavement Improvements Agreement for Consulting Services in an amount not to exceed \$13,340. This amendment brings the total amount of the contract over \$50,000, which requires City Council approval per the Purchasing Policies & Procedures.**

Added services will include all necessary modifications to the design plans and specifications to place approximately 500 feet of the shared use path at the south end of the project on the east side of Dawes Drive and shift Dawes Drive accordingly. The project is anticipated to have a 2017 fall/winter letting for construction during 2018.

ALTERNATIVES:

1. Approve the amendment to the engineering services agreement for the 2016/17 Concrete Pavement Improvements with WHKS & Co. of Ames, Iowa, in an amount not to exceed \$13,340.
2. Direct staff to renegotiate an engineering agreement amendment.

MANAGER'S RECOMMENDED ACTION:

By approving this amendment, it will be possible to proceed with both shared use path facilities in the area to increase safety for all who are using the transportation system.

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

COUNCIL ACTION FORM

SUBJECT: **WAIVER OF MOTORIZED VEHICLE PROHIBITION IN ADA HAYDEN HERITAGE PARK TO ALLOW MOBILITY IMPAIRED INDIVIDUALS TO TOUR THE ENTIRE PARK SITE**

BACKGROUND:

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

In 2016, the Friends of Ada Hayden Heritage Park (Friends) provided this valuable service to individuals with mobility impairments and received many positive comments. As a result, the Friends are proposing to offer tours on Tuesday, September 19, 2017 between 8:00 AM and 6:00 PM. The Friends will rent the golf carts, provide volunteers as drivers and interpreters, and provide the City with a Certificate of Insurance to cover liability. Tours will be promoted and reservations will be taken for various time slots.

This opportunity has been well received in the past, however, Municipal Code Section 19.9 restricts motorized vehicles to streets and parking lots. Therefore, the Friends are requesting City Council waive enforcement of this section of Municipal Code on Tuesday, September 19 between the hours of 8:00 AM and 6:00 PM. In the event of inclement weather, they will use Wednesday, September 20 as a rain date.

The Parks and Recreation Commission is in favor of these tours and recommends City Council grant this waiver request.

ALTERNATIVES:

1. Waive enforcement of Municipal Code Section 19.9 between the hours of 8:00 a.m. and 6:00 p.m. on Tuesday, September 19, as well as Wednesday, September 20 if needed for a rain date, at Ada Hayden Heritage Park to allow the Friends of Ada Hayden Heritage Park to provide golf cart tours to mobility impaired individuals.
2. Do not approve the request from the Friends of Ada Hayden Heritage Park to provide golf cart tours to mobility impaired individuals.

CITY MANAGER'S RECOMMENDATION:

The Friends of Ada Hayden Heritage Park are proposing to provide a tremendous service for members of our community who otherwise would not have the opportunity to tour this park in its entirety. Therefore, it is the City Manager's recommendation to approve Alternative #1 as stated above.

COUNCIL ACTION FORM

SUBJECT: PURCHASE OF ITEMS FOR ELECTRIC DISTRIBUTION INVENTORY REPLENISHMENT

BACKGROUND:

This bid is for the purchase of items to replenish inventory for Electric Services. These items are kept on hand in order to ensure availability for new construction and maintenance.

On July 25, 2017, a request for quotation (RFQ) document was issued to fifty companies. The RFQ was advertised on the Current Bid Opportunities section of the Purchasing webpage, and was sent to one plan room. On August 4, 2017, seven bids were received as shown on the attached report.

Council should note that the RFQ document required the bidders to bid each of the thirty-two line items as a standalone price. This requirement ensures that the City is purchasing each item at the best price and availability.

Staff has reviewed the bids and concluded that the apparent low bids for each of the line items are acceptable. As a result, staff is recommending awarding to each of the bidders the following dollar amounts which are based on the total of all the lines that each of the bidders had low bids on. All dollar amounts are inclusive of Iowa sales tax. The attachment showing all of the bids has been highlighted to show what items are awarded to each company. The table below shows the total dollar amount awarded to each winning bidder.

BIDDER	AWARD AMOUNT
Kriz-Davis Co, Ames, IA	\$ 8,194.88
Powerline Supply, Williamsburg, IA	\$ 652.17
RESCO, Ankeny, IA	\$ 2,024.68
Graybar Electric, Jefferson City, MO	\$ 2,414.13
Fletcher Reinhardt, Bridgeton, MO	\$ 380.84
WESCO Distribution, Des Moines, IA	\$ 8,475.26
Irby Co., Fort Dodge, IA	\$31,222.60
TOTAL COST OF BIDS	\$53,364.55

ALTERNATIVES:

1. Award a contract for purchase of items for Electric Distribution inventory replenishment to:
 - a. Kriz-Davis Co, Ames IA, in the amount of \$8,194.88 (inclusive of Iowa sales tax)
 - b. Powerline Supply, Williamsburg, IA, in the amount of \$652.17 (inclusive of Iowa sales tax)
 - c. RESCO, Ankeny, IA in the amount of \$2,024.68 (inclusive of Iowa sales tax)
 - d. Graybar Electric, Jefferson City, MO in the amount of \$2,414.13 (inclusive of Iowa sales tax)
 - e. Fletcher Reinhardt, Bridgeton, MO, in the amount of \$380.84 (inclusive of Iowa sales tax)
 - f. WESCO Distribution, Des Moines, IA, in the amount of \$8,475.26 (inclusive of Iowa sales tax)
 - g. Irby Co., Fort Dodge, IA, in the amount of \$31,222.60 (inclusive of Iowa sales tax)
2. Award contract in an alternative combination.

MANAGER'S RECOMMENDED ACTION:

It is important to keep supplies on hand in the Electric Distribution inventory to replace failed equipment and conduct maintenance quickly. The bidding method used here allows for individual supplies to be purchased at the lowest possible cost. There is no approved budget for the purchase of these items. They are placed in inventory, and the materials are charged against a project budget when they are placed in service.

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

BID TABULATION RFQ #2018-008				KRIZ-DAVIS <div>LOCAL CONSIDERATION PROGRAM</div>		POWER LINE SUPPLY		RESCO		GRAYBAR ELECTRIC		FLETCHER-REINHARDT CO.		WESCO		IRBY	
LINE ITEM #	DESCRIPTION	QTY	UOM	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
MANUFACTURER:						FASTENAL		THREADED FASTENER				ACTIVE					
CATALOG / PART #:						70211		1/2-13 X 2 SSHH				50200SHB188FT					
LEAD TIME /A.R.O.:						STOCK		1 WK				FACTORY STOCK-1WK					
8	BOLT, S/S, HEX CAP, 1/2" DIA., 2 1/4" LENGTH	100	EA	NO BID		\$0.6500	\$65.00	\$0.7100	\$71.00	NO BID		\$0.7000	\$70.00	NO BID		NO BID	
SALES AND/OR USE TAX ON ABOVE MATERIAL (7% IF LICENSED TO PAY IOWA SALES TAX)					\$0.00		\$4.55		\$4.97		\$0.00		\$4.90		\$0.00		\$0.00
TOTAL:					\$0.00		\$69.55		\$75.97		\$0.00		\$74.90		\$0.00		\$0.00
1% LOCAL CONSIDERATION PROGRAM AMOUNT TO DEDUCT					\$0.00	NA		NA		NA		NA		NA		NA	
NET TOTAL (LESS 1% LOCAL CONSIDERATION DEDUCT (FOR EVALUATION PURPOSES ONLY))					\$0.00	NA		NA		NA		NA		NA		NA	
MANUFACTURER:						DESIGN VISIONS		THREADED FASTENER				ACTIVE					
CATALOG / PART #:						1170212		1/2-13 X 2-1/4 SSHH				HHF-0.5/13/2.25-18					
LEAD TIME /A.R.O.:						STOCK		1 WK				10-12 DAYS					
9	BRACKET, ARRESTER/TRANS FORMER	25	EA	NO BID		NO BID		\$11.1900	\$279.75	\$12.0000	\$300.00	\$10.7000	\$267.50	\$10.9500	\$273.75	NO BID	
SALES AND/OR USE TAX ON ABOVE MATERIAL (7% IF LICENSED TO PAY IOWA SALES TAX)					\$0.00		\$0.00		\$19.58		\$21.00		\$18.73		\$19.16		\$0.00
TOTAL:					\$0.00		\$0.00		\$299.33		\$321.00		\$286.23		\$292.91		\$0.00
1% LOCAL CONSIDERATION PROGRAM AMOUNT TO DEDUCT					\$0.00	NA		NA		NA		NA		NA		NA	
NET TOTAL (LESS 1% LOCAL CONSIDERATION DEDUCT (FOR EVALUATION PURPOSES ONLY))					\$0.00	NA		NA		NA		NA		NA		NA	
MANUFACTURER:								AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED			
CATALOG / PART #:								AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED			
LEAD TIME /A.R.O.:								1-2 WKS		1 WK		FACTORY STOCK-2WKS		2 WKS			
10	CLAMP, DEADEND, AUTO, #4-4/0, SIDE OPENING, CU/AL *	50	EA	NO BID		NO BID		\$20.2500	\$1,012.50	\$21.0000	\$1,050.00	\$21.2900	\$1,064.50	\$22.4000	\$1,120.00	NO BID	
SALES AND/OR USE TAX ON ABOVE MATERIAL (7% IF LICENSED TO PAY IOWA SALES TAX)					\$0.00		\$0.00		\$70.88		\$73.50		\$74.52		\$78.40		\$0.00
TOTAL:					\$0.00		\$0.00		\$1,083.38		\$1,123.50		\$1,139.02		\$1,198.40		\$0.00
1% LOCAL CONSIDERATION PROGRAM AMOUNT TO DEDUCT					\$0.00	NA		NA		NA		NA		NA		NA	
NET TOTAL (LESS 1% LOCAL CONSIDERATION DEDUCT (FOR EVALUATION PURPOSES ONLY))					\$0.00	NA		NA		NA		NA		NA		NA	
MANUFACTURER:								AS SPECIFIED		AS SPECIFIED				AS SPECIFIED			
CATALOG / PART #:								AS SPECIFIED		AS SPECIFIED				AS SPECIFIED			
LEAD TIME /A.R.O.:								1-2 WKS		1 WK		NO INFORMATION		2 WKS			
11	CLEVIS, PULLEY, GALV SEC NEUTRAL	25	EA	\$4.4400	\$111.00	NO BID		Non-Responsive	#VALUE!	\$6.1000	\$152.50	\$4.3500	\$108.75	\$5.1000	\$127.50	NO BID	
SALES AND/OR USE TAX ON ABOVE MATERIAL (7% IF LICENSED TO PAY IOWA SALES TAX)					\$7.77		\$0.00		#VALUE!		\$10.68		\$7.61		\$8.93		\$0.00
TOTAL:					\$118.77		\$0.00		#VALUE!		\$163.18		\$116.36		\$136.43		\$0.00
1% LOCAL CONSIDERATION PROGRAM AMOUNT TO DEDUCT					\$1.19	NA		Chance is not approved mfr		NA		NA		NA		NA	
NET TOTAL (LESS 1% LOCAL CONSIDERATION DEDUCT (FOR EVALUATION PURPOSES ONLY))					\$117.58	NA		NA		NA		NA		NA		NA	
MANUFACTURER:				COOPER				CHANCE		JOSLYN		HPS		JOSLYN			
CATALOG / PART #:				DC2C1				0337		J1399		0337		J1399			
LEAD TIME /A.R.O.:				STOCK - 1WK				1-2 WKS		2 WKS		1-2 WKS		3-4 WKS			
12	CROSSARM, WOOD 3 3/4" X 4 3/4" X 8" DRILLED	20	EA	\$38.0000	\$760.00	NO BID		\$53.5500	\$1,071.00	NO BID		NON-RESPONSIVE	#VALUE!	NO BID		NO BID	
SALES AND/OR USE TAX ON ABOVE MATERIAL (7% IF LICENSED TO PAY IOWA SALES TAX)					\$53.20		\$0.00		\$74.97		\$0.00	STANDARD BUNDLE=25	#VALUE!		\$0.00		\$0.00
TOTAL:					\$813.20		\$0.00		\$1,145.97		\$0.00		#VALUE!		\$0.00		\$0.00
1% LOCAL CONSIDERATION PROGRAM AMOUNT TO DEDUCT					\$8.13	NA		NA		NA		NA		NA		NA	
NET TOTAL (LESS 1% LOCAL CONSIDERATION DEDUCT (FOR EVALUATION PURPOSES ONLY))					\$805.07	NA		NA		NA		NA		NA		NA	
MANUFACTURER:				AS SPECIFIED				AS SPECIFIED				Did not supply Mfr and part #					
CATALOG / PART #:				AS SPECIFIED				AS SPECIFIED									
LEAD TIME /A.R.O.:								6-8 WKS				STOCK SPS					
13	INSULATOR, GUY STRAIN, FG108" LENGTH, 30,000 # MIN	10	EA	\$33.5500	\$335.50	\$34.3100	\$343.10	\$37.7700	\$377.70	\$45.3600	\$453.60	\$40.5700	\$405.70	\$40.2500	\$402.50	\$40.6000	\$406.00
SALES AND/OR USE TAX ON ABOVE MATERIAL (7% IF LICENSED TO PAY IOWA SALES TAX)					\$23.49		\$24.02		\$26.44		\$31.75		\$28.40		\$28.18		\$28.42
TOTAL:					\$358.99		\$367.12		\$404.14		\$485.35		\$434.10		\$430.68		\$434.42
1% LOCAL CONSIDERATION PROGRAM AMOUNT TO DEDUCT					\$3.59	NA		NA		NA		NA		NA		NA	
NET TOTAL (LESS 1% LOCAL CONSIDERATION DEDUCT (FOR EVALUATION PURPOSES ONLY))					\$355.40	NA		NA		NA		NA		NA		NA	
MANUFACTURER:				HUGHES		ALUMA-FORM		HUGHES		NO INFORMATION		MPS		MACLEAN		ALUMA FORM	
CATALOG / PART #:				CF695-108R		FGS30-108LR		CF695-108R		NO INFORMATION		GCC30-108R		GCC30-108R		FG530-108CR	
LEAD TIME /A.R.O.:				4-6 WKS				2-4 WKS		NO INFORMATION		4-6WKS		6-7 WKS		3-4 WKS	
14	INSULATOR, POLYMER DEADEND, 15 KV, 7500# MAX LOAD *	45	EA	\$7.9500	\$357.75	\$6.8500	\$308.25	\$8.5700	\$385.65	\$9.0000	\$405.00	\$8.8000	\$396.00	\$8.5800	\$386.10	\$8.2000	\$369.00

BID TABULATION RFQ #2018-008				KRIZ-DAVIS		POWER LINE SUPPLY		RESCO		GRAYBAR ELECTRIC		FLETCHER-REINHARDT CO.		WESCO		IRBY	
				LOCAL CONSIDERATION PROGRAM													
LINE ITEM #	DESCRIPTION	QTY	UOM	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
SALES AND/OR USE TAX ON ABOVE MATERIAL (7% IF LICENSED TO PAY IOWA SALES TAX)					\$25.04		\$21.58		\$27.00		\$28.35		\$27.72		\$27.03		\$25.83
TOTAL:					\$382.79		\$329.83		\$412.65		\$433.35		\$423.72		\$413.13		\$394.83
1% LOCAL CONSIDERATION PROGRAM AMOUNT TO DEDUCT					\$3.83	NA		NA		NA		NA		NA		NA	
NET TOTAL (LESS 1% LOCAL CONSIDERATION DEDUCT (FOR EVALUATION PURPOSES ONLY))					\$378.96	NA		NA		NA		NA		NA		NA	
MANUFACTURER:				SALISBURY		ALUMA-FORM		OHIO BRASS		ALUMA FORM		HPS OHIO BRASS		ALUMA FORM		ALUMA FORM	
CATALOG / PART #:				9501U-SI		DEI-15		401015-0215		DEI15		401015-0215		DEI15		DEI15	
LEAD TIME /A.R.O.:				STOCK		3-4 WKS		STOCK		STOCK		STOCK SPS		1 WK		3-4 WKS	
15	MOULDING, WOODEN, 1" WIDE 8' LONG	63	EA	\$3.6300	\$228.69	NO BID		\$5.0000	\$315.00	NO BID		NO BID		\$4.7000	\$296.10	NO BID	
SALES AND/OR USE TAX ON ABOVE MATERIAL (7% IF LICENSED TO PAY IOWA SALES TAX)					\$16.01		\$0.00		\$22.05		\$0.00		\$0.00		\$20.73		\$0.00
TOTAL:					\$244.70		\$0.00		\$337.05		\$0.00		\$0.00		\$316.83		\$0.00
1% LOCAL CONSIDERATION PROGRAM AMOUNT TO DEDUCT					\$2.45	NA		NA		NA		NA		NA		NA	
NET TOTAL (LESS 1% LOCAL CONSIDERATION DEDUCT (FOR EVALUATION PURPOSES ONLY))					\$242.25	NA		NA		NA		NA		NA		NA	
MANUFACTURER:				AS SPECIFIED				AS SPECIFIED						AS SPECIFIED			
CATALOG / PART #:				AS SPECIFIED				AS SPECIFIED						AS SPECIFIED			
LEAD TIME /A.R.O.:				1-2 WKS				3-4 WKS						1 WK			
16	NUT, S/S, HEX, 1/2" DIA	175	EA	NO BID		\$0.1700	\$29.75	\$0.2900	\$50.75	NO BID		\$0.1950	\$34.13	NO BID		NO BID	
SALES AND/OR USE TAX ON ABOVE MATERIAL (7% IF LICENSED TO PAY IOWA SALES TAX)					\$0.00		\$2.08		\$3.55		\$0.00		\$2.39		\$0.00		\$0.00
TOTAL:					\$0.00		\$31.83		\$54.30		\$0.00		\$36.51		\$0.00		\$0.00
1% LOCAL CONSIDERATION PROGRAM AMOUNT TO DEDUCT					\$0.00	NA		NA		NA		NA		NA		NA	
NET TOTAL (LESS 1% LOCAL CONSIDERATION DEDUCT (FOR EVALUATION PURPOSES ONLY))					\$0.00	NA		NA		NA		NA		NA		NA	
MANUFACTURER:				FASTENAL		THREADED FASTENER				ACTIVE							
CATALOG / PART #:						70714		18-8SS 1/2-13 HEX NUT				50SHN188					
LEAD TIME /A.R.O.:						STOCK SPS		1-2 WKS				FACTORY STOCK-1WK					
17	DOUBLE COIL SPRING LOCK WASHER,5/8" BOLT DIAMETER	500	EA	\$0.2600	\$130.00	\$0.1400	\$70.00	\$0.1760	\$88.00	\$0.2000	\$100.00	\$0.2440	\$122.00	\$0.3100	\$155.00	\$0.1400	\$70.00
SALES AND/OR USE TAX ON ABOVE MATERIAL (7% IF LICENSED TO PAY IOWA SALES TAX)					\$9.10		\$4.90	STANDARD BOX IS 750, BUT WILL BREAK STANDARD IF NEEDED	\$6.16		\$7.00		\$8.54		\$10.85		\$4.90
TOTAL:					\$139.10		\$74.90		\$94.16		\$107.00		\$130.54		\$165.85		\$74.90
1% LOCAL CONSIDERATION PROGRAM AMOUNT TO DEDUCT					\$1.39	NA		NA		NA		NA		NA		NA	
NET TOTAL (LESS 1% LOCAL CONSIDERATION DEDUCT (FOR EVALUATION PURPOSES ONLY))					\$137.71	NA		NA		NA		NA		NA		NA	
MANUFACTURER:				ALLIED BOLT		ALUMA-FORM		JOSLYN		ALUMA FORM		HPS CHANCE		NO INFORMATION		ALUMA FORM	
CATALOG / PART #:				1108		AF177		J177		AF177		C205-0186		NO INFORMATION		AF177	
LEAD TIME /A.R.O.:				STOCK		STOCK		STOCK		3 WKS		STOCK SPS		2 WKS		3-4 WKS	
18	POLE EYE PLATE, 3/4" MAX.CLEVIS PIN, 21,000 LBS	20	EA	Non-Responsive	#VALUE!	NO BID		\$6.7800	\$135.60	\$9.0000	\$180.00	\$7.5500	\$151.00	\$6.4700	\$129.40	NO BID	
SALES AND/OR USE TAX ON ABOVE MATERIAL (7% IF LICENSED TO PAY IOWA SALES TAX)					#VALUE!		\$0.00		\$9.49		\$12.60		\$10.57		\$9.06		\$0.00
TOTAL:					#VALUE!		\$0.00		\$145.09		\$192.60		\$161.57		\$138.46		\$0.00
1% LOCAL CONSIDERATION PROGRAM AMOUNT TO DEDUCT					#VALUE!	NA		NA		NA		NA		NA		NA	
NET TOTAL (LESS 1% LOCAL CONSIDERATION DEDUCT (FOR EVALUATION PURPOSES ONLY))					#VALUE!	NA		NA		NA		NA		NA		NA	
MANUFACTURER:				COOPER - Not accept Equiv				MACLEAN		MACLEAN POWER		MPS		MACLEAN			
CATALOG / PART #:				DG30P4				PEP-66-45		PEP-66-45		PEP-66-45		PEP-66-45			
LEAD TIME /A.R.O.:				2-4 WKS				STOCK		2 WKS		6-8 WKS		1 WK			
19	WASHER,S/S,ROUND,FLAT, 1/2" DIA., 1 1/4 OD	325	EA	NO BID		\$0.1900	\$61.75	\$0.1700	\$55.25	NO BID		\$0.0690	\$22.43	NO BID		NO BID	
SALES AND/OR USE TAX ON ABOVE MATERIAL (7% IF LICENSED TO PAY IOWA SALES TAX)					\$0.00		\$4.32		\$3.87		\$0.00	MUST BE ORDERED WITH OTHER ITEMS TO MEET MINIMUM ORDER OF \$30	\$1.57		\$0.00		\$0.00
TOTAL:					\$0.00		\$66.07		\$59.12		\$0.00		\$23.99		\$0.00		\$0.00
1% LOCAL CONSIDERATION PROGRAM AMOUNT TO DEDUCT					\$0.00	NA		NA		NA		NA		NA		NA	
NET TOTAL (LESS 1% LOCAL CONSIDERATION DEDUCT (FOR EVALUATION PURPOSES ONLY))					\$0.00	NA		NA		NA		NA		NA		NA	
MANUFACTURER:						FASTENAL		THREADED FASTENER		ACTIVE							
CATALOG / PART #:						71021		SS RND WASHER 1/2				50SFW188					
LEAD TIME /A.R.O.:						1 WK		1-2 WKS				FACTORY STOCK-1WK					
20	WASHER, S/S, ROUND, LOCK,1/2" DIAMETER	175	EA	NO BID		\$0.1400	\$24.50	\$0.2200	\$38.50	NO BID		\$0.1200	\$21.00	NO BID		NO BID	
SALES AND/OR USE TAX ON ABOVE MATERIAL (7% IF LICENSED TO PAY IOWA SALES TAX)					\$0.00		\$1.72		\$2.70		\$0.00	MUST BE ORDERED WITH OTHER ITEMS TO MEET MINIMUM ORDER OF \$30	\$1.47		\$0.00		\$0.00
TOTAL:					\$0.00		\$26.22		\$41.20		\$0.00		\$22.47		\$0.00		\$0.00
1% LOCAL CONSIDERATION PROGRAM AMOUNT TO DEDUCT					\$0.00	NA		NA		NA		NA		NA		NA	
NET TOTAL (LESS 1% LOCAL CONSIDERATION DEDUCT (FOR EVALUATION PURPOSES ONLY))					\$0.00	NA		NA		NA		NA		NA		NA	
MANUFACTURER:						DESIGN VISIONS		THREADED FASTENER		ACTIVE							

BID TABULATION RFQ #2018-008				KRIZ-DAVIS <div>LOCAL CONSIDERATION PROGRAM</div>		POWER LINE SUPPLY		RESCO		GRAYBAR ELECTRIC		FLETCHER-REINHARDT CO.		WESCO		IRBY	
LINE ITEM #	DESCRIPTION	QTY	UOM	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
CATALOG / PART #:						1171071		SS LOCKWASHER 1/2				50SSLW188					
LEAD TIME /A.R.O.:						STOCK		1-2 WKS				FACTORY STOCK-1WK					
21	WASHER, SQ FLAT, FOR 5/8" BOLT *	200	EA	\$0.2000	\$40.00	\$0.1800	\$36.00	\$0.2500	\$50.00	\$0.4000	\$80.00	\$0.1900	\$38.00	\$0.2700	\$54.00	\$0.2400	\$48.00
SALES AND/OR USE TAX ON ABOVE MATERIAL (7% IF LICENSED TO PAY IOWA SALES TAX)					\$2.80		\$2.52		\$3.50		\$5.60		\$2.66		\$3.78		\$3.36
TOTAL:					\$42.80		\$38.52		\$53.50		\$85.60		\$40.66		\$57.78		\$51.36
1% LOCAL CONSIDERATION PROGRAM AMOUNT TO DEDUCT					\$0.43	NA		NA		NA		NA		NA		NA	
NET TOTAL (LESS 1% LOCAL CONSIDERATION DEDUCT (FOR EVALUATION PURPOSES ONLY))					\$42.37	NA		NA		NA		NA		NA		NA	
MANUFACTURER:				COOPER		ALUMA-FORM		CHANCE		ALUMA FORM		HPS		JOSLYN		AF	
CATALOG / PART #:				DF2W4		AF1075		6813		AF1075		6813		J1075		AF1075	
LEAD TIME /A.R.O.:				STOCK		2 WKS		STOCK		2 WKS		STOCK SPS		IN STOCK		3-4 WKS	
22	CUTOUT, FUSED, 100 AMP, LOAD BREAK *	50	EA	NO BID		NO BID		\$129.5500	\$6,477.50	\$150.0000	\$7,500.00	\$155.4000	\$7,770.00	\$129.5000	\$6,475.00	NO BID	
SALES AND/OR USE TAX ON ABOVE MATERIAL (7% IF LICENSED TO PAY IOWA SALES TAX)					\$0.00		\$0.00		\$453.43		\$525.00		\$543.90		\$453.25		\$0.00
TOTAL:					\$0.00		\$0.00		\$6,930.93		\$8,025.00		\$8,313.90		\$6,928.25		\$0.00
1% LOCAL CONSIDERATION PROGRAM AMOUNT TO DEDUCT					\$0.00	NA		NA		NA		NA		NA		NA	
NET TOTAL (LESS 1% LOCAL CONSIDERATION DEDUCT (FOR EVALUATION PURPOSES ONLY))					\$0.00	NA		NA		NA		NA		NA		NA	
MANUFACTURER:						HUBBELL		HUBBELL		HUBBELL		HPS		ABB			
CATALOG / PART #:						CP730114-L		CPCP730114-L		CP730114-L		YIJENNQA11					
LEAD TIME /A.R.O.:								44 DAYS		45 DAYS		7-8 WKS		8 WKS			
23	POLESET, POLYURETHANE FOAM, 1 GAL KIT	20	KIT	\$48.3500	\$967.00	\$44.0000	\$880.00	\$53.3500	\$1,067.00	\$38.9000	\$778.00	NO BID		\$31.2500	\$625.00	\$33.8000	\$676.00
SALES AND/OR USE TAX ON ABOVE MATERIAL (7% IF LICENSED TO PAY IOWA SALES TAX)					\$67.69		\$61.60		\$74.69		\$54.46		\$0.00		\$43.75		\$47.32
TOTAL:					\$1,034.69		\$941.60		\$1,141.69		\$832.46		\$0.00		\$668.75		\$723.32
1% LOCAL CONSIDERATION PROGRAM AMOUNT TO DEDUCT					\$10.35	NA		NA		NA		NA		NA		NA	
NET TOTAL (LESS 1% LOCAL CONSIDERATION DEDUCT (FOR EVALUATION PURPOSES ONLY))					\$1,024.34	NA		NA		NA		NA		NA		NA	
MANUFACTURER:				RAINBOW		BMK CORPORATION		BMK CORPORATION		BMK CORPORATION		USS		BMK			
CATALOG / PART #:				79702		BMK-STAB-01-GAL		BMK-STAB-01-GAL		BMK-STAB-01-GAL		PS-210W		BMK STAB-01-GAL			
LEAD TIME /A.R.O.:				1 WK		2-3 WKS		2-4 WKS		1 WK		1 WK		STOCK			
24	CONDUIT,RESTRAINED JOINT 4" DIA, 20 FT, BELL END *	580	FT	\$4.3000	\$2,494.00	\$4.2000	\$2,436.00	NO BID		\$3.8900	\$2,256.20	NO BID		NO BID		NO BID	
SALES AND/OR USE TAX ON ABOVE MATERIAL (7% IF LICENSED TO PAY IOWA SALES TAX)					\$174.58		\$170.52		\$0.00		\$157.93		\$0.00		\$0.00		\$0.00
TOTAL:					\$2,668.58		\$2,606.52		\$0.00		\$2,414.13		\$0.00		\$0.00		\$0.00
1% LOCAL CONSIDERATION PROGRAM AMOUNT TO DEDUCT					\$26.69	NA		NA		NA		NA		NA		NA	
NET TOTAL (LESS 1% LOCAL CONSIDERATION DEDUCT (FOR EVALUATION PURPOSES ONLY))					\$2,641.89	NA		NA		NA		NA		NA		NA	
MANUFACTURER:				PRIME		PRIME CONDUIT				PRIME CONDUIT							
CATALOG / PART #:				8G440SP020		BG440SP020				BG440SP020							
LEAD TIME /A.R.O.:				1-2 WKS		1 WK				1 WK							
25	ENC, PED, F/G, 3 PHASE COMPLETE UNIT 1-PIECE *	6	EA	\$713.6800	\$4,282.08	NO BID		\$868.7500	\$5,212.50	\$856.0000	\$5,136.00	\$888.0000	\$5,328.00	\$908.0000	\$5,448.00	NO BID	
SALES AND/OR USE TAX ON ABOVE MATERIAL (7% IF LICENSED TO PAY IOWA SALES TAX)					\$299.75		\$0.00		\$364.88		\$359.52		\$372.96		\$381.36		\$0.00
TOTAL:					\$4,581.83		\$0.00		\$5,577.38		\$5,495.52		\$5,700.96		\$5,829.36		\$0.00
1% LOCAL CONSIDERATION PROGRAM AMOUNT TO DEDUCT					\$45.82	NA		NA		NA		NA		NA		NA	
NET TOTAL (LESS 1% LOCAL CONSIDERATION DEDUCT (FOR EVALUATION PURPOSES ONLY))					\$4,536.01	NA		NA		NA		NA		NA		NA	
MANUFACTURER:				HUBBELL POWER				HUBBELL		HUBBELL		HPS		NO INFORMATION			
CATALOG / PART #:				P3582548MDB				P3582548MDB		P3582548MDB		P3582548MDB		NO INFORMATION			
LEAD TIME /A.R.O.:				4-6 WKS				7-8 WKS		55 DAYS		7-8 WKS		NO INFORMATION			
26	PAD SWITCHGR, 15KV, PME-9,2-200E FUSE/2-600A SWITCH *	2	EA	NO BID		\$15,074.49	\$30,148.98	\$15,229.90	\$30,459.80	NO BID		NO BID		\$15,550.00	\$31,100.00	\$14,590.00	\$29,180.00
SALES AND/OR USE TAX ON ABOVE MATERIAL (7% IF LICENSED TO PAY IOWA SALES TAX)					\$0.00		\$2,110.43		\$2,132.19		\$0.00		\$0.00		\$2,177.00		\$2,042.60
TOTAL:					\$0.00		\$32,259.41		\$32,591.99		\$0.00		\$0.00		\$33,277.00		\$31,222.60
1% LOCAL CONSIDERATION PROGRAM AMOUNT TO DEDUCT					\$0.00	NA		NA		NA		NA		NA		NA	
NET TOTAL (LESS 1% LOCAL CONSIDERATION DEDUCT (FOR EVALUATION PURPOSES ONLY))					\$0.00	NA		NA		NA		NA		NA		NA	
MANUFACTURER:						FEDERAL PACIFIC		FEDERAL PACIFIC						NO INFORMATION		S&C	
CATALOG / PART #:						PSE-9-44221		PSE-9-44221						NO INFORMATION		PME9	
LEAD TIME /A.R.O.:						8-10 WKS		8-10 WKS						NO INFORMATION		9 WKS	
27	GRIP, SUPPORT, OFFSET EYE.75" - 1.24"	20	EA	\$13.7500	\$275.00	\$13.6200	\$272.40	\$14.5500	\$291.00	\$14.1000	\$282.00	\$14.1500	\$283.00	\$14.9500	\$299.00	\$14.5500	\$291.00
SALES AND/OR USE TAX ON ABOVE MATERIAL (7% IF LICENSED TO PAY IOWA SALES TAX)					\$19.25		\$19.07		\$20.37		\$19.74		\$19.81		\$20.93		\$20.37

BID TABULATION RFQ #2018-008				KRIZ-DAVIS		POWER LINE SUPPLY		RESCO		GRAYBAR ELECTRIC		FLETCHER-REINHARDT CO.		WESCO		IRBY	
				LOCAL CONSIDERATION PROGRAM													
LINE ITEM #	DESCRIPTION	QTY	UOM	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
TOTAL:					\$294.25		\$291.47		\$311.37		\$301.74		\$302.81		\$319.93		\$311.37
1% LOCAL CONSIDERATION PROGRAM AMOUNT TO DEDUCT					\$2.94	NA		NA		NA		NA		NA		NA	
NET TOTAL (LESS 1% LOCAL CONSIDERATION DEDUCT (FOR EVALUATION PURPOSES ONLY))					\$291.31	NA		NA		NA		NA		NA		NA	
MANUFACTURER:				AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED	
CATALOG / PART #:				AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED	
LEAD TIME /A.R.O.:				1-2 WKS		15 IN STOCK, BALANCE 2 WKS		1-2 WKS		1 WK		2-4 WKS		3-4 WKS		2-3 WKS	
28	GRIP, SUPPORT, OFFSET EYE1 5/8"-2 1/2"	10	EA	\$19.7500	\$197.50	\$19.7500	\$197.50	\$20.9500	\$209.50	\$21.4400	\$214.40	\$20.3800	\$203.80	\$19.1700	\$191.70	\$20.9500	\$209.50
SALES AND/OR USE TAX ON ABOVE MATERIAL (7% IF LICENSED TO PAY IOWA SALES TAX)					\$13.83		\$13.83		\$14.67		\$15.01		\$14.27		\$13.42		\$14.67
TOTAL:					\$211.33		\$211.33		\$224.17		\$229.41		\$218.07		\$205.12		\$224.17
1% LOCAL CONSIDERATION PROGRAM AMOUNT TO DEDUCT					\$2.11	NA		NA		NA		NA		NA		NA	
NET TOTAL (LESS 1% LOCAL CONSIDERATION DEDUCT (FOR EVALUATION PURPOSES ONLY))					\$209.21	NA		NA		NA		NA		NA		NA	
MANUFACTURER:				AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED	
CATALOG / PART #:				AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED	
LEAD TIME /A.R.O.:				1-2 WKS		2 WKS		1-2 WKS		1 WK		2-4 WKS		3-4 WKS		2-3 WKS	
29	BRACKET, MTG. MB-5 FOR 3MTERM KIT	10	EA	\$37.0000	\$370.00	\$39.0400	\$390.40	\$40.2600	\$402.60	\$35.9000	\$359.00	\$39.3900	\$393.90	\$26.2400	\$262.40	\$45.5000	\$455.00
SALES AND/OR USE TAX ON ABOVE MATERIAL (7% IF LICENSED TO PAY IOWA SALES TAX)					\$25.90		\$27.33		\$28.18		\$25.13		\$27.57		\$18.37		\$31.85
TOTAL:					\$395.90		\$417.73		\$430.78		\$384.13		\$421.47		\$280.77		\$486.85
1% LOCAL CONSIDERATION PROGRAM AMOUNT TO DEDUCT					\$3.96	NA		NA		NA		NA		NA		NA	
NET TOTAL (LESS 1% LOCAL CONSIDERATION DEDUCT (FOR EVALUATION PURPOSES ONLY))					\$391.94	NA		NA		NA		NA		NA		NA	
MANUFACTURER:				3M		3M		3M		3M		3M		3M		T&B	
CATALOG / PART #:				MB-5		MB-5		MB-5		MB-5		MB-5		MB-5		JB-3	
LEAD TIME /A.R.O.:				1-2 WKS		1-2 WKS		2 WKS		STOCK		STOCK SPS		1 WK		8 WKS	
30	CABLE SEAL KIT, #2 - 4/0 15 KV	10	EA	\$13.0000	\$130.00	\$17.6500	\$176.50	\$15.1500	\$151.50	\$19.5000	\$195.00	\$14.5200	\$145.20	\$10.9800	\$109.80	NO BID	
SALES AND/OR USE TAX ON ABOVE MATERIAL (7% IF LICENSED TO PAY IOWA SALES TAX)					\$9.10		\$12.36		\$10.61		\$13.65		\$10.16		\$7.69		\$0.00
TOTAL:					\$139.10		\$188.86		\$162.11		\$208.65		\$155.36		\$117.49		\$0.00
1% LOCAL CONSIDERATION PROGRAM AMOUNT TO DEDUCT					\$1.39	NA		NA		NA		NA		NA		NA	
NET TOTAL (LESS 1% LOCAL CONSIDERATION DEDUCT (FOR EVALUATION PURPOSES ONLY))					\$137.71	NA		NA		NA		NA		NA		NA	
MANUFACTURER:				AS SPECIFIED		3M		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED	
CATALOG / PART #:				AS SPECIFIED		8452		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED	
LEAD TIME /A.R.O.:				STOCK		1-2 WKS		STOCK		1 WK		STOCK SPS		1 WK			
31	CABLE PREPARATION KIT	48	EA	\$8.2500	\$396.00	\$10.0000	\$480.00	\$6.3900	\$306.72	\$9.6000	\$460.80	\$9.3400	\$448.32	\$6.7700	\$324.96	\$10.2200	\$490.56
SALES AND/OR USE TAX ON ABOVE MATERIAL (7% IF LICENSED TO PAY IOWA SALES TAX)					\$27.72		\$33.60		\$21.47		\$32.26	STANDARD PACKAGE=10, CHANGED QTY TO 50	\$31.38		\$22.75		\$34.34
TOTAL:					\$423.72		\$513.60		\$328.19		\$493.06		\$479.70		\$347.71		\$524.90
1% LOCAL CONSIDERATION PROGRAM AMOUNT TO DEDUCT					\$4.24	NA		NA		NA		NA		NA		NA	
NET TOTAL (LESS 1% LOCAL CONSIDERATION DEDUCT (FOR EVALUATION PURPOSES ONLY))					\$419.48	NA		NA		NA		NA		NA		NA	
MANUFACTURER:				3M		POLYWATER		POLYWATER		SCOTCH		3M SCOTCH		3M		POLYWATER	
CATALOG / PART #:				CC-2		HP-T369S		HP-T369S		CC-2		CC-2		CC-2		HP-T369S	
LEAD TIME /A.R.O.:				STOCK-2WKS		2 WKS		STOCK		STOCK		STOCK SPS		NO INFORMATION		2 WKS	
32	CONN TRANS SEC, 5/8" & 1"STUD, 1/0-750, W/BOOT	18	EA	\$98.7500	\$1,777.50	\$99.0000	\$1,782.00	\$102.4200	\$1,843.56	\$107.0000	\$1,926.00	\$107.8000	\$1,940.40	\$110.2000	\$1,983.60	\$105.0000	\$1,890.00
SALES AND/OR USE TAX ON ABOVE MATERIAL (7% IF LICENSED TO PAY IOWA SALES TAX)					\$124.43		\$124.74		\$129.05		\$134.82	STANDARD PACKAGE=10, CHANGED QTY TO 20	\$135.83		\$138.85		\$132.30
TOTAL:					\$1,901.93		\$1,906.74		\$1,972.61		\$2,060.82		\$2,076.23		\$2,122.45		\$2,022.30
1% LOCAL CONSIDERATION PROGRAM AMOUNT TO DEDUCT					\$19.02	NA		NA		NA		NA		NA		NA	
NET TOTAL (LESS 1% LOCAL CONSIDERATION DEDUCT (FOR EVALUATION PURPOSES ONLY))					\$1,882.91	NA		NA		NA		NA		NA		NA	
MANUFACTURER:				AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED				AS SPECIFIED		AS SPECIFIED	
CATALOG / PART #:				AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED		AS SPECIFIED	
LEAD TIME /A.R.O.:				3-5 WKS		4-5 WKS		1-3 WKS		1 WK		FACTORY STOCK-4WKS		3-4 WKS		3-4 WKS	
TOTAL LOW BID AMOUNT WON:				\$8,194.88		\$652.17		\$2,024.68		\$2,414.13		\$380.84		\$8,475.26		\$31,222.60	

COUNCIL ACTION FORM

SUBJECT: **PRELIMINARY PLANS AND SPECIFICATIONS FOR SWITCHGEAR
AND CONTROL PANELS – TOP-O-HOLLOW SUBSTATION
EXPANSION AND BREAKER ADDITION**

BACKGROUND:

This project will convert the existing direct-buried underground 69kV transmission tap connection at the Top-O-Hollow substation to a more reliable dual-source transmission connection, including the necessary relaying and breakers for high-speed/selective line and transformer protection. The scope of this project includes the replacement and expansion of the existing 13.8kV metalclad switchgear to provide the addition of a main breaker, upgrade of obsolete airblast breakers and electromechanical relays with vacuum interrupter breakers and microprocessor based relaying equipment, and expansion of the battery and charger system to replace undersized batteries.

The land for this project has been purchased previously to allow for the expansion of the existing substation. Use of breakers for transmission line, transformer, and 13.8kV main breaker protection is consistent with recommended engineering practices in the electric utility industry.

This phase of the project is for the purchase of a 15kV Outdoor Metalclad Switchgear and 69kV Controls Panels. The Engineer's estimate of the cost of this equipment is \$675,000. It is necessary to specify and order this equipment ahead of the final design and construction bidding due to the long lead time. Upon City Council approval and receipt of favorable bids, this equipment will be ordered.

The approved FY 2017/18 CIP for Electric Services includes \$1,950,000 for construction under the Top-O-Hollow Substation Expansion and Breaker Addition project. Iowa State University's (ISU) will also provide funding for this project. ISU's share of the project is based on a load-ratio-share at the time of implementation. For budgetary purposes, staff is assuming the ISU load ratio share to be 7% of the total project cost.

ALTERNATIVES:

1. Approve the plans and specifications for the Furnishing 15kV Outdoor Metalclad Switchgear and 69kV Controls Panels for Top-O-Hollow Substation expansion and Breaker Addition project and set September 27, 2017, as the bid due date and October 10, 2017, as the date of hearing and award of contract.

2. Do not approve the plans and specifications at this time.

MANAGER'S RECOMMENDED ACTION:

This project will improve reliability of the 69kV transmission system, improve service to the customers served by this substation, improve worker safety, and provide improved protection to electrical assets from fault damage.

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

COUNCIL ACTION FORM

SUBJECT: EAST 13TH STREET/INTERSTATE 35-N TRAFFIC SIGNAL

BACKGROUND:

The Traffic Signal Program is the annual program that provides for replacing older traffic signals and constructing new traffic signals in the City, which will result in improved visibility, reliability, and appearance of signals. This program provides upgrading of the traffic signal system technology. In recent years, traffic signal replacements have included radar detection systems instead of in-pavement loop detection systems that had previously been used (frequently a point of vehicle detection failure). Another advantage of the radar detection system is that it detects bicycles in addition to vehicles. **This project will install a new signal at E. 13th St and the Interstate 35 northbound off ramp.**

The 2015/16 Traffic Signal Program included a new signal at University Avenue/US 30. Funding was to be split equally between ISU and the City, with the City's share of \$125,000 coming from Road Use Tax funds. Prior to the project, IDOT granted the City a U-STEP grant of \$125,000 for the project to replace the City's share. In exchange for the grant, City Council approved the \$125,000 being used towards a new signal on the northbound I-35 off ramp at East 13th Street (this project) along with additional U-STEP of \$125,000.

WHKS of Ames, Iowa, developed plans and specifications with an estimated budget as shown below:

Revenues		Expenses	
Iowa DOT U-STEP	\$125,000	Design & Admin	\$30,000
Road Use Tax	\$125,000	Construction	\$215,200
Totals	\$250,000	Totals	\$245,200
		Contingency =	\$4,800

ALTERNATIVES:

1. Approve the plans and specifications for the East 13th Street/Interstate 35 Traffic Signal project and establish September 13, 2017, as the date of letting and September 26, 2017, as the date for report of bids.
2. Do not approve this project.

MANAGER'S RECOMMENDED ACTION:

By approving these plans and specifications, it will be possible to meet the Iowa DOT desire to have this signal installed during the fall of 2017. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.



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MEMO

To: Mayor and Members of the City Council

From: City Clerk's Office

Date: August 22, 2017

Subject: Contract and Bond Approval

There are no Council Action Forms for Item Nos. 20 and 21. Council approval of the contract and bond for these projects is simply fulfilling a *State Code* requirement.

/jr

COUNCIL ACTION FORM

SUBJECT: ELECTRIC SERVICES SCAFFOLDING AND RELATED SERVICES AND SUPPLY CONTRACT COMPLETION

BACKGROUND

This contract is for a contractor to provide and install scaffolding, bracing, and fall protection at the City's Power Plant.

On September 13, 2016, the City Council awarded the contract in the not-to-exceed amount of \$145,000 to All American Scaffold, of Des Moines, Iowa. This contract included a provision that would allow the City to renew the contract for up to four additional one-year terms. That contract included four optional twelve-month renewal periods.

The actual amount spent on this contract in FY 2016/17 was \$59,004, which is less than the total contract amount by \$85,996. All requirements of the contract have been met by All American Scaffold, and the Power Plant Engineer has provided a certificate of completion.

The City Council should remember that at the April 11, 2017 meeting, staff explained that they did not want to renew this contract even though the City had an annual renewable contract in place with All American Scaffold for these services. Staff believed more competitive bids could be secured through rebidding these services rather than taking advantage of the first of four renewal options. Therefore, the City Council has already approved a contract with another company to perform these cleaning services for FY 2017/18.

ALTERNATIVES:

- 1) Accept completion of the contract with All American Scaffold for the FY 2016/17 Scaffolding and Related Services and Supplies for Power Plant contract at total cost of \$59,004.
- 2) Delay acceptance of this contract.

MANAGER'S RECOMMENDED ACTION:

The contractor for this contract has completed all of the work for the FY 2016/17 period, and the Power Plant Engineer has issued a certificate of completion on the work.

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

COUNCIL ACTION FORM

**SUBJECT: POWER PLANT VALVE MAINTENANCE SERVICES CONTRACT
COMPLETION**

BACKGROUND

The Electric Utility's two high-pressure steam generation units in the City's Power Plant are referred to as Units No. 7 and 8. These units require regular professional maintenance and repair. This consists of emergency service, as well as regularly scheduled planned repairs and services during scheduled outages. Services include a large variety of boiler and pressure vessel maintenance and repairs, structural steel, pump and piping work, and other miscellaneous mechanical Power Plant work.

Due to these operational conditions, numerous valves are used to operate the Power Plant. These include isolation, control, check, relief and safety valves, which must be professionally repaired, tested, installed, replaced and maintained. Specially trained personnel perform this work.

On August 11, 2015, Council awarded a contract for this work to Dowco Valve Co, Inc., Hastings, MN. The initial contract period was shortened to enable future renewals to coincide with the City's fiscal year. That contract included four optional twelve-month renewal periods. On April 4, 2016, City Council approved the first renewal of this contract in an amount not to exceed \$90,000. There was one change order for this contract in the amount of \$75,000 which brought the total contract amount to \$165,000.

The actual amount spent in FY 2016/17 on this contract was \$139,923.92, which is less than the total contract amount by \$25,076.08. All requirements of the contract have been met by Dowco Valve Co, Inc., and the Power Plant Engineer has provided a certificate of completion.

The City Council should remember that at the May 23, 2017 meeting, staff explained that they did not want to renew this contract even though the City had an annual renewable contract in place with Dowco Valve for these services. Staff believed more competitive bids could be secured through rebidding these services rather than taking advantage of the second of four renewal options. Therefore, the City Council has already approved a contract with another company to perform these cleaning services for FY 2017/18.

ALTERNATIVES:

- 1) Accept completion of the contract with Dowco Valve Co, Inc. for the FY 2016/17 Valve Maintenance, Related Services and Supplies Contract for Power Plant at total cost of \$139,923.92.
- 2) Delay acceptance of this contract.

MANAGER'S RECOMMENDED ACTION:

The contractor for this contract has completed all of the work for the FY 2016/17 period, and the Power Plant Engineer has issued a certificate of completion on the work.

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

COUNCIL ACTION FORM

**SUBJECT: POWER PLANT SPECIALIZED WET DRY VACUUM, HYDRO BLAST
AND RELATED CLEANING SERVICES CONTRACT COMPLETION**

BACKGROUND

The Electric Utility's two gas-fired, high-pressure steam generation units in the Power Plant are referred to as Units No. 7 and 8. These units require regular professional maintenance and repair. This consists of emergency service, as well as regularly scheduled planned repairs and services during scheduled outages. The cleaning and special preparation of the boiler surfaces on these generation units requires professional tradecrafts and maintenance experts. Both units operate under environmental conditions with high heat and high pressure, resulting in slag and other industrial debris coating the boiler and other plant equipment surfaces. Prior to repair and maintenance work, it is necessary to have the surfaces professionally cleaned using high-pressure water jets and vacuums.

In order to clean the surfaces, outside contractors are used who can provide mobile high pressure generator trucks with hoses and lances to cut through and wash away the industrial debris coatings. These same firms have the industrial vacuum trucks that can accumulate and contain this industrial debris for proper disposal. The goal of this contract is to meet these requirements in the most economical manner.

On May 13, 2014, Council awarded a contract to Bodine Services of Clinton, LLC, Clinton, Iowa, for the Specialized Wet Dry Vacuum, Hydroblast and related cleaning services. That contract included four optional twelve-month renewal periods. On March 22, 2016, City Council approved the second renewal of this contract in an amount not to exceed \$83,000.

The actual amount spent in FY 2016/17 for this contract was \$73,298.97, which is less than the total contract amount by \$9,701.03. All requirements of the contract have been met by Bodine Services of Clinton, LLC, and the Power Plant Engineer has provided a certificate of completion.

The City Council should remember that at the April 11, 2017 meeting, staff explained that they did not want to renew this contract even though the City had an annual renewable contract in place with Bodine Services of Clinton, LLC for these services. Staff believed more competitive bids could be secured through rebidding these services rather than taking advantage of the third of four renewal options. Therefore, the City Council has already approved a contract with another company to perform these cleaning services for FY 2017/18.

ALTERNATIVES:

- 1) Accept completion of the contract with Bodine Services of Clinton, LLC, for the FY 2016/17 Specialized Wet Dry Vacuum, Hydro Blast, and Related Cleaning Services contract at total cost of \$73,298.97.
- 2) Delay acceptance of this contract.

MANAGER'S RECOMMENDED ACTION:

The contractor for this contract has completed all of the work for the FY 2016/17 period, and the Power Plant Engineer has issued a certificate of completion on the work.

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

COUNCIL ACTION FORM

**SUBJECT: POWER PLANT FUEL CONVERSION – CONTROL ROOM
INSTALLATION - CONTRACT COMPLETION**

BACKGROUND

In November 2013 the City Council voted to convert the City's Power Plant from coal to natural gas. Implementing this decision requires a significant amount of engineering, installation of equipment, and modification and construction in the Power Plant.

On September 22, 2015, City Council awarded a contract to Henkel Construction Company, Mason City, IA for the Power Plant Fuel Conversion - Control Room Installation Contract in the amount of \$898,800.

There were three change orders to this contract.

Change Order No. 1 for \$66,782.00 was for the extra effort necessary to aggressively expedite the custom fabrication of the structural steel necessary to build the Control and DCS Equipment Rooms.

Change Order No. 2 for \$17,683.54 was for: 1) deduct to delete four windows from the Control Room (originally in the base bid); 2) add for Drawing Revision 2 (increase structural steel); 3) add for subsistence and OT costs through November 6, 2015; 4) add for Control Room ceiling tile and insulation modifications; 5) add for special sound insulation in Control Room walls; and 6) add for subsistence and OT costs through January 9, 2016

Change Order No. 3 for the net amount of \$10,549.60 was for: 1) Frames to Support HVAC Roof Top Units – This included supply, fabricate, and install structural steel frames to support HVAC rooftop units for the Control/DCS rooms on the turbine room roof; 2) DCS Room Entry Door Threshold Modifications – This included supply, fabricate, and install a door threshold plus a bar grating to fill gap space at the entry door landing leading into the DCS equipment room; 3) Supervisor Subsistence : January 11, 2016 through February 11, 2017 – This was for reimbursement of subsistence costs for Henkel's on-site project supervisor who was outside of his territory; 4) Trane Panel Controller – This included supply and install a Trane panel controller to monitor/control the HVAC system for the Control/DCS rooms; and 5) Deduct for Remaining Work to Complete Project – This is for a deduct from the contract the remaining work yet to be accomplished to complete the contract scope of work. The work remaining to be performed is the completion of the new control room in the City of Ames Steam Electric Plant. The partition door separating the new control room from the old control room needs to be installed along with the trim and finish details around the

door (the walls, the ceiling, and the floor). A separate Purchase Order in the amount of \$1,184.05 will be issued to Henkel Construction Company for this remaining scope of work.

The total contract amount including these three change orders is \$993,815.14. The Engineer's estimate of the cost for this phase of the project was \$1,161,000. The current approved Capital Improvements Plan includes \$18,473,011 for the Unit 7 and Unit 8 fuel conversion. The project budget to date is attached. **All requirements of the contract have been met by Henkel Construction Company, and the Engineer has provided a certificate of completion.**

ALTERNATIVES:

- 1) Accept completion of the contract with Henkel Construction Company, Mason City, IA, for the Power Plant Fuel Conversion – Control Room Installation Contract at a total cost of \$993,815.14, and authorize final payment to the contractor.
- 2) Delay acceptance of this contract.

MANAGER'S RECOMMENDED ACTION:

The contractor for the Power Plant Fuel Conversion – Control Room Installation Contract has completed all of the work specified under the contract. The Engineer has issued a certificate of completion on the work, and the City is legally required to make final payment to the contractor.

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

PROJECT BUDGET

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

\$18,473,011	Current Project Budget
	<u>Sargent & Lundy, LLC</u>
\$1,995,000	Encumbered not-to-exceed amount for Engineering Services
\$2,395,000	Engineering Services Contract Change Order No. 1
\$174,000	Engineering Services Contract Change Order No. 2
\$154,000	Engineering Services Contract Change Order No. 3
	<u>GE Power Inc.</u>
\$3,355,300	Contract cost for Natural Gas Conversion Equipment
\$29,869	Equipment Contract Change Order No. 1
(-\$321,600)	Equipment Contract Change Order No. 2
(-\$51,000)	Equipment Contract Change Order No. 3
\$1,620	Equipment Contract Change Order No. 4
\$0	Equipment Contract Change Order No. 5
\$19,857	Equipment Contract Change Order No. 6
\$62,310	Equipment Contract Change Order No. 7
\$121,360	Equipment Contract Change Order No. 8
	<u>Emerson Process Management Power & Water Solutions, Inc.</u>
\$1,595,000	Contract cost for DCS equipment
\$39,377	DCS Contract Change Order No. 1
\$12,611	DCS Contract Change Order No. 2
\$0	DCS Contract Change Order No. 3
\$326,067.31	DCS Contract Change Order No. 4
	<u>GE Energy Control Solutions, Inc.</u>
\$814,920	Contract cost for TCS equipment Bid 1
\$244,731	TCS Bid 1 Contract Change Order No. 1
\$34,000	TCS Bid 1 Contract Change Order No. 2
\$0	TCS Bid 1 Contract Change Order No. 3
\$16,854	TCS Bid 1 Contract Change Order No. 4
\$41,760	TCS Bid 1 Contract Change Order No. 5
	<u>General Electric International, Inc.</u>

\$186,320	Contract Cost for Turbine Steam Seal System - TCS Bid 2
\$24,536	TCS Bid 2 Contract Change Order No. 1
\$150,000	TCS Bid 2 Contract Change Order No. 2
\$0	TCS Bid 2 Contract Change Order No. 3
\$9,208.42	TCS Bid 2 Contract Change Order No. 4

Henkel Construction Co.

\$898,800	Contract cost for Control Room Installation General Work Contract
\$66,782	Control Room Contract Change Order No. 1
\$17,683.54	Control Room Contract Change Order No. 2
\$10,549.60	Control Room Contract Change Order No. 3

TEI Construction Services, Inc.

\$1,572,019	Contract cost for Mechanical Installation General Work Contract
\$8,750	Mechanical Contract Change Order No. 1
\$156,131	Mechanical Contract Change Order No. 2
\$187,984	Mechanical Contract Change Order No. 3
\$9,785.37	Mechanical Contract Change Order No. 4
\$3,032.17	Mechanical Contract Change Order No. 5
\$7,725.98	Mechanical Contract Change Order No. 6
\$3,032.16	Mechanical Contract Change Order No. 7
\$21,673.58	Mechanical Contract Change Order No. 8
\$175,496.89	Mechanical Contract Change Order No. 9
\$48,486.22	Mechanical Contract Change Order No. 10
\$12,539.88	Mechanical Contract Change Order No. 11

FPD Power Development, LLC

\$3,145,149	Contract cost for Electrical Installation General Work Contract
\$12,044.24	Electrical Contract Change Order No. 1
\$41,265.65	Electrical Contract Change Order No. 2
\$123,893.91	Electrical Contract Change Order No. 3
\$64,743.87	Electrical Contract Change Order No. 4

Graybar Electric

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

Hertz Equipment Rental Corporation

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

\$18,283,053.93	Costs committed to date for conversion
\$189,957.07	New Project Balance to cover miscellaneous equipment and modifications to the power plant needed for the fuel conversion

COUNCIL ACTION FORM

SUBJECT: PLAT OF SURVEY FOR 1414 FLORIDA AVENUE

BACKGROUND:

The City's subdivision regulations are found in Chapter 23 of the *Municipal Code*. These regulations include the process for creating or modifying property boundaries and for determining if any improvements are required in conjunction with the platting of property. The regulations also describe the process for combining existing platted lots or conveyance parcels in order to create a parcel for development purposes. A plat of survey is allowed by Section 23.309 as a boundary line adjustment for the purpose of consolidating parcels.

The subject property was created by vacation of right-of-way in the past. It appears, based on documentation by the licensed land surveyor, that property corners (monuments) were established in the past for the conveyance parcel established in 1963. Additionally in 1971, 10-foot wide strips of land were also conveyed to the property owner along the east side of Florida Avenue and the south side of Toronto Street. Prior to ownership of the parcels by the City of Ames, this was unplatted land in the City of Ontario, which was then dedicated to the City of Ames as street right-of-way.

It has been determined by the Director of Planning & Housing, in accordance with the authority granted by *Section 23.307(4)(d) of the Municipal Code*, that the original 1963 conveyance parcel is a pre-established conveyance parcel due to presence of survey monuments. **As an established parcel, the property owner is requesting a boundary line adjustment to combine the previously conveyed right-of-way with the pre-established parcel and create new property lines as Parcel "B" for permitting purposes.**

The proposed "Parcel B" will include 9,076 square feet of lot area. There is an existing two-family conversion located on the property that was originally constructed as a single-family dwelling. Zoning for the property is "RH" (Residential High Density). There are no sidewalk improvements on either street frontage of the parcel.

Boundary line adjustments do not trigger additional infrastructure improvements, unless partial infrastructure improvements exist and are required to be extended across a property. No public sidewalk exists on the subject properties and as an existing parcel rather than a conveyance parcel no improvements are required.

Approval of this plat of survey will allow the applicant to prepare the official plat of survey and submit it to the Planning and Housing Director for review. The Director will sign the plat of survey confirming that it fully conforms to all conditions of approval. The prepared

plat of survey may then be signed by the surveyor, who will submit it for recording in the office of the County Recorder.

ALTERNATIVES:

1. Adopt the resolution approving the proposed Plat of Survey.
2. Deny the proposed Plat of Survey if the City Council finds that the requirements for Plats of Survey, as described in Section 23.308, have not been satisfied.
3. Refer this back to staff and/or the owner for additional information.

CITY MANAGER'S RECOMMENDED ACTION:

Staff has determined that the original parcel meets the definition of a pre-established parcel and the combining of other property is permissible as a boundary line adjustment. The proposed Plat of Survey satisfies all code requirements for approval. **Therefore, it is the recommendation of the City Manager that the City Council accept Alternative No. 1, as noted above.**

**ADDENDUM
PLAT OF SURVEY FOR 1414 FLORIDA AVENUE**

Application for a proposed Plat of Survey has been submitted for:

- ☐ Conveyance parcel (per Section 23.307)
- ☒ Boundary line adjustment (per Section 23.309)
- ☐ Re-plat to correct error (per Section 23.310)
- ☐ Auditor's plat (per Code of Iowa Section 354.15)

The site is located at:

Owner: Jacob D. Ahrens

Existing Street Addresses: 1414 Florida Avenue

Assessor's Parcel #: 05-31-479-050

New Legal Description: See attached Plat of Survey

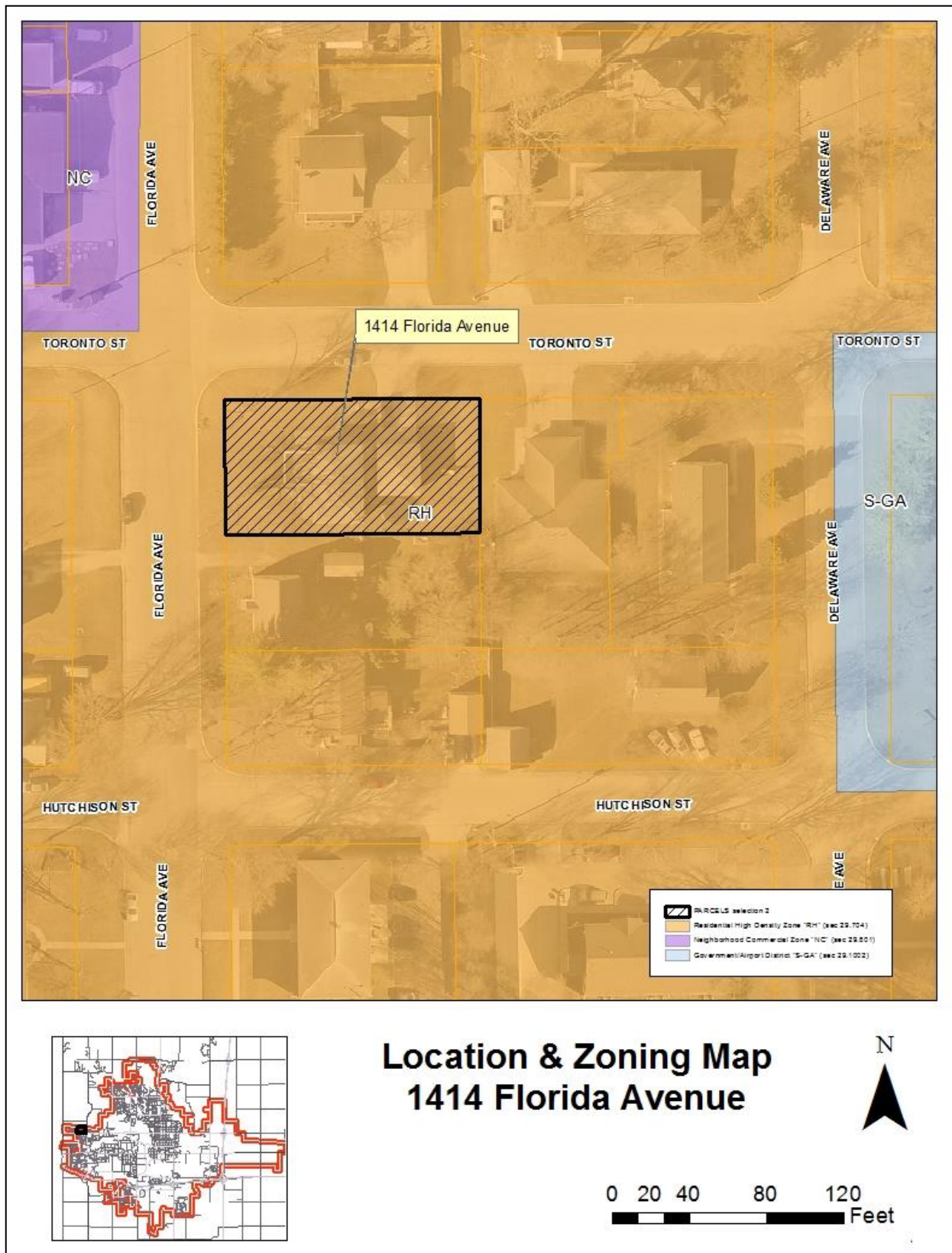
Public Improvements:

The preliminary decision of the Planning Director finds that approval requires all public improvements associated with and required for the proposed plat of survey be:

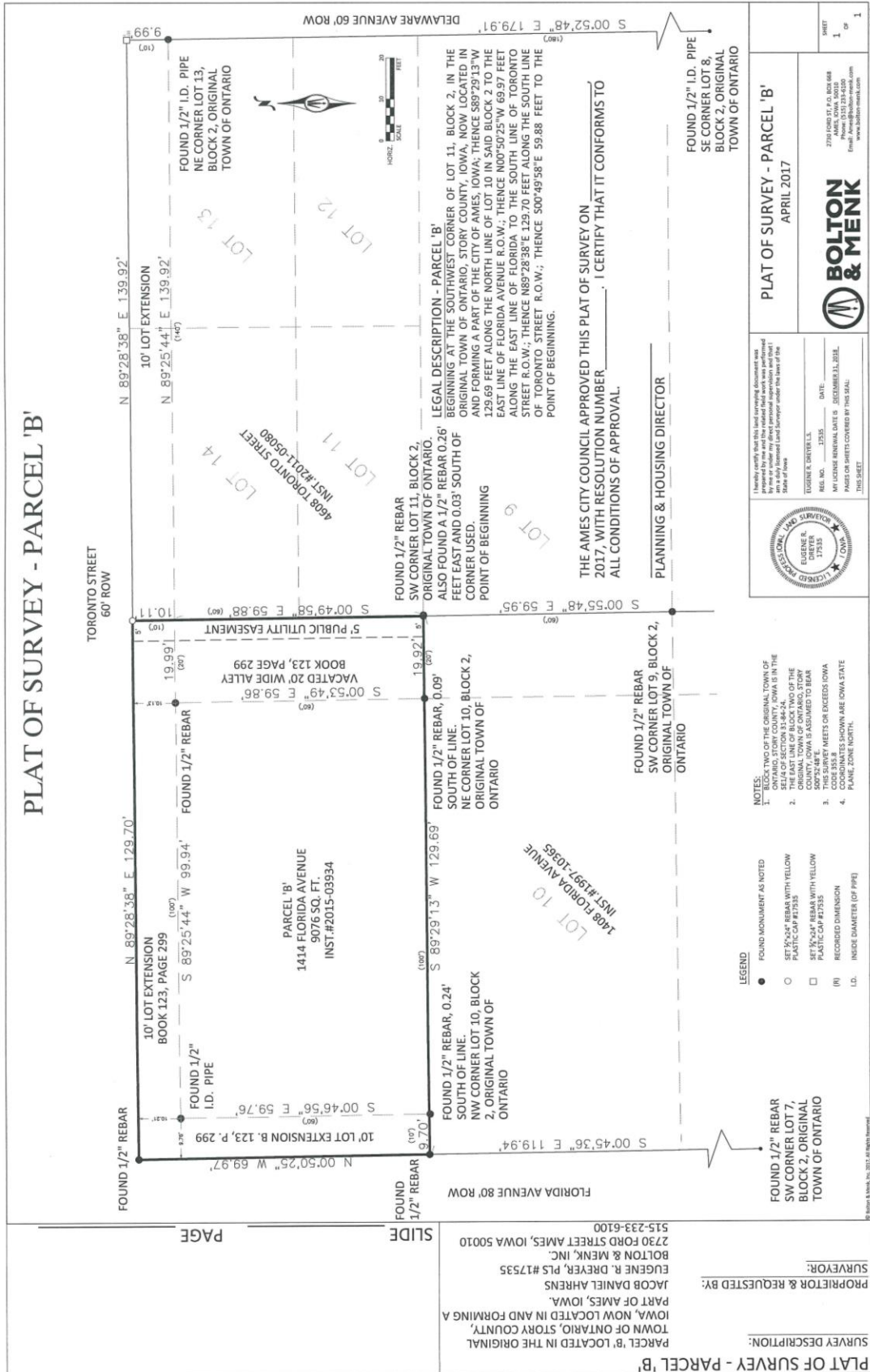
- ☐ Installed prior to creation and recordation of the official plat of survey and prior to issuance of zoning or building permits.
- ☐ Delayed, subject to an improvement guarantee as described in Section 23.409.
- ☒ Not Applicable.

Note: The official Plat of Survey is not recognized as a binding Plat of Survey for permitting purposes until a copy of the signed and recorded Plat of Survey is filed with the Ames City Clerk's office and a digital image in Adobe PDF format has been submitted to the Planning & Housing Department.

ATTACHMENT A: LOCATION & ZONING MAP



5



COUNCIL ACTION FORM

**SUBJECT: ENCROACHMENT PERMIT FOR BUILDING FOOTINGS AT 122
HAYWARD**

BACKGROUND:

JCorp, Inc. is nearing the end of its multi-use project at 120-122 Hayward. **It has been determined that the footings already in place for the building have not been granted an encroachment permit. When asked why these had been installed prior to obtaining an encroachment permit, the developer and engineer explained that they “overlooked these permits after we had received our site plan and building plan approvals.” It should be noted that the site plan approved by the City staff did not indicate that the footings would be placed in the City right-of-way. JCorp is now seeking approval of the encroachment permit for the footings.**

Chapter 29 of the Municipal Code allows for a front setback of zero feet. In these instances, buildings are built right up to the property line leaving minimal room for footings underground. The footings at this property were constructed partially outside of the property line and within the right-of-way. The engineer explained that “the amount of projection into the right of way was minimized to the extent possible” and was designed based “on a host of factors; soil conditions, accommodating existing conflicts (e.g. the City’s culvert), service locations (water and sewer), proximity of adjacent, older buildings, building configuration, building height, foundation wall height, and building codes.”

The total encroachment area for the footings is 243.19 square feet and is located on the west side of the building beneath the public walk. Since the footings are beneath the walk, the encroachment will not affect use of the sidewalk.

Approval of the encroachment permit would allow the footings to remain in their current location without changes. Denial of the permit would require the applicant to remove the footings from the public right-of-way. **It should be noted that the attached agreement 1) allows for the City Council to revoke this encroachment permit application/agreement for any reason in the future, 2) provides a hold harmless clause to protect the City from future liability, and 3) assures that the indemnification provision is backed by insurance coverage.**

ALTERNATIVES:

1. Approve the attached encroachment permit application/agreement thereby allowing the applicant to keep the footings in their current location in the public right-of-way.
2. Modify the attached encroachment permit application/agreement thereby allowing the applicant to keep the footings, with modifications, once the permit has been issued.
3. Deny the attached encroachment permit application/agreement prohibiting the applicant from keeping the footings in the public right-of-way. Denial of the application would require removal of the footings from the right-of-way.

MANAGER'S RECOMMENDED ACTION:

It is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby granting an encroachment permit for the footings.



515 Clark Avenue
Ames, IA 50010
515.239.5153 Phone
515.239.5261 Fax

ENCROACHMENT PERMIT APPLICATION/AGREEMENT

Address of Encroachment: 122 Hayward Avenue
Type of Encroachment: Foundation Encroachment
Total Square Feet of the Area to Encroach: 243.19 sf (See attached submittal guidelines)
Applicant is: Property Owner Tenant Contractor
Applicant Name: J Corp, Inc. - Shawn Sheller Phone: 515.508-0132
Mailing Address: 708 N. Hwy. 69, Huxley IA 50124 Email: Shawn@jcorp.biz
Property Owner Name: Campus Plaza LC
Phone: 515.268.5485 Mailing Address: 2519 Chamberlain St. 101 Ames, IA 50014

By signing this application, the Building Owner agrees to the following conditions, upon approval:

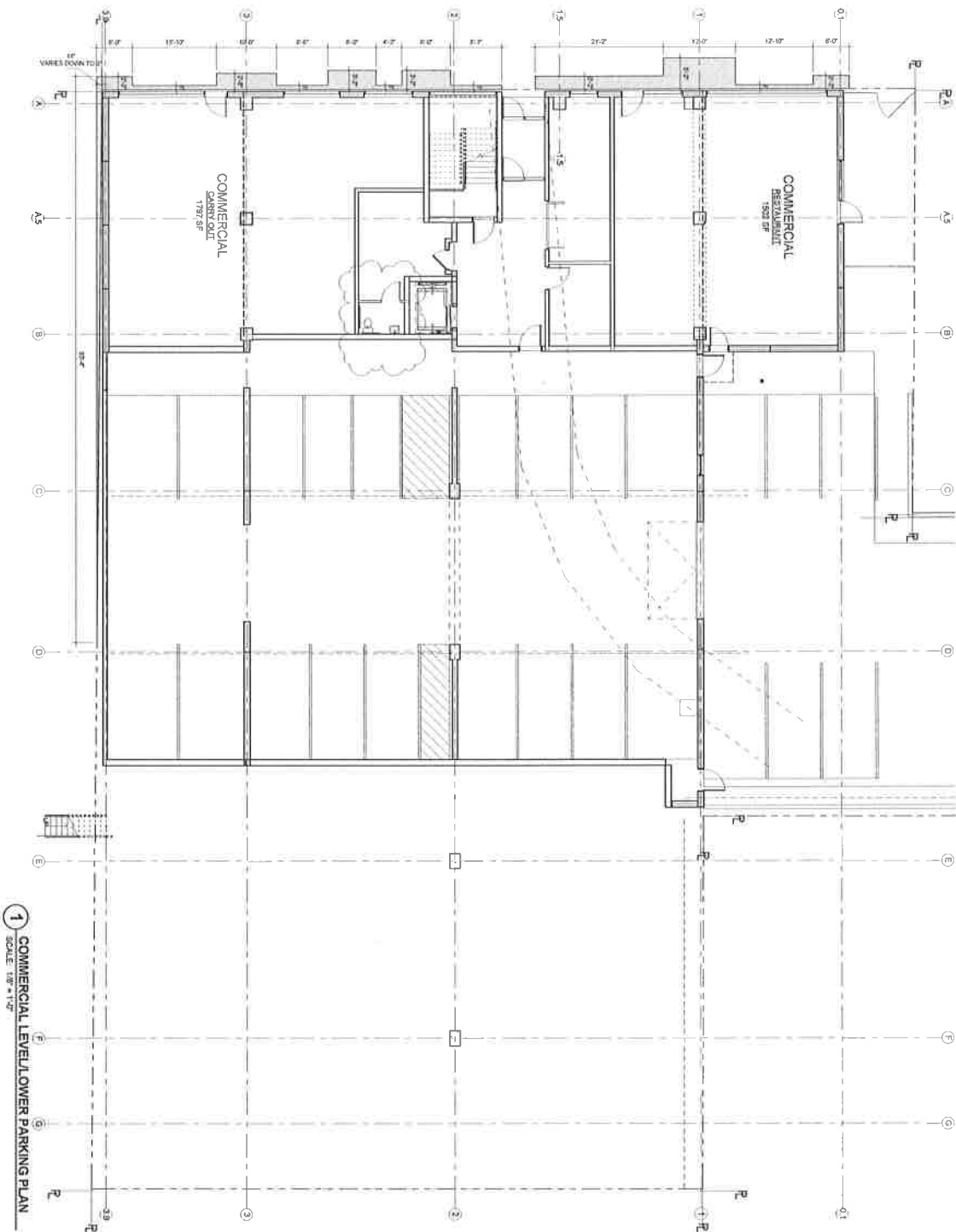
1. The Owners do hereby indemnify and hold harmless the City of Ames, its officers and employees, against any loss or liability whatsoever made by any and all persons whomsoever, resulting from or arising out of the location and maintenance of the encroachment.
2. The Owners shall submit and maintain, through the period of the encroachment, comprehensive general liability insurance coverage in the amount of not less than \$500,000 combined single limit and a current copy of Endorsement CG 2013, naming the City of Ames and its employees and assigns, as an additional insured on the policy. The Owner will supply the City Clerk's Office annually with a current copy of the insurance and the endorsement.
3. The City Council may revoke the permit at any time causing the encroachment to be removed.
4. This agreement shall run with the land and be binding upon the successors and assignees of the parties hereto.
5. The Owners shall notify the City Clerk at the time that the encroachment ceases to exist, or before making any modification to the encroachment.
6. The encroachment will be built and erected in the same manner as shown on the attached sketch.
7. To pay a one-time encroachment fee of \$25 or \$1 for every square foot that encroaches, whichever is larger.

Property Owner Signature [Signature] Date 8-17-17

FOR OFFICE USE

☐ Fee Received ☐ Sketch of Encroachment Received
☐ Insurance Received ☐ Approved by City Council on
☐ Insurance Approved by HR Date: _____

Approved by: _____ Date: _____ Permit No: _____



- 1 METAL PANT STAIRS - SEE BUILDING SECTIONS
- 2 PRECAST COLUMN, SEE STRUCTURAL
- 3 PAINTED STEELS - 4" WIDE THICK
- 4 SLOPE SLAB/DROPPING TO FLOOR DRAIN
- 5 MAINTAIN 2" SLOPE AWAY FROM EXIT DOOR



CAMPU-4

OP ID: CF

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/14/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER KNAPP-TEDESCO INS. AGENCY 627 MAIN STREET AMES, IA 50010-6062 ANDREW RICKLEFS	515-232-7060	CONTACT NAME: ANDREW RICKLEFS PHONE (A/C, No, Ext): 515-232-7060 FAX (A/C, No): E-MAIL ADDRESS: andrew@knapptedesco.com
INSURED CAMPUS PLAZA LC ERIC BRUMM 2519 CHAMBERLAIN STE 101 AMES, IA 50014-2525		INSURER(S) AFFORDING COVERAGE INSURER A: TO BE DETERMINED INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:			
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.							
INSR 1/2	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		EPP0447790	08/17/2017	08/17/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/>			EPP0447790	08/17/2017	08/17/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			EPP0447790	08/17/2017	08/17/2018	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below			N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER IS ADDITIONAL INSURED IN REGARDS TO GENERAL LIABILITY.

WEL
7/20/17

CERTIFICATE HOLDER	CANCELLATION
CITY OF AMES 515 CLARK AVENUE AMES, IA 50010	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE ANDREW RICKLEFS

COUNCIL ACTION FORM

SUBJECT: ENCROACHMENT PERMIT FOR AWNINGS AT 122 HAYWARD AVENUE

BACKGROUND:

JCorp, Inc. is nearing the end of their multi-use project at 120-122 Hayward. **It has been determined that the awnings already in place on the building had not been granted an encroachment permit. When asked why these had been installed prior to permitting, the developer and engineer explained that they “overlooked these permits after we had received our site plan and building plan approvals.”** JCorp is now seeking approval of the encroachment permits.

This encroachment permit will allow six (6) awnings to hang into the public way. The awnings are mounted to the face of the building above the building entrances. They will extend two (2) feet over the sidewalk, but will not affect use of the sidewalk. The awnings will encroach a total of 180 square feet over the sidewalk.

Three of the awnings will hold signage for the commercial building spaces and the address. The sign permit applications for the proposed signs have been reviewed by the Inspection Division and they comply with all regulations regarding signage. The sign permit applications are pending approval contingent on the approval of the encroachment permit for the awnings.

Chapter 22.3(3) of the Ames Municipal Code requires approval of the Encroachment Permit Application by the Ames City Council before a permit can be issued. By signing the application, the Owner has agreed to hold harmless the City of Ames against any loss or liability as a result of the encroachment, to submit proof of insurance, and to pay a fee for the encroachment. The owner also understands that this approval may be revoked at any time by the City Council. Once all documents have been obtained and approved, the Inspection Division will issue a permit for the encroachment.

ALTERNATIVES:

1. Approve the attached encroachment permit application/agreement thereby allowing the applicant to keep the awnings in their current location once the permit has been issued.
2. Modify the attached encroachment permit application/agreement thereby allowing the applicant to keep the awnings, with modifications, once the permit has been issued.

3. Deny the attached encroachment permit application/agreement prohibiting the applicant from keeping the awnings over the public way. Denial of the application would require removal of the awnings.

MANAGER'S RECOMMENDED ACTION:

It is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby granting the encroachment permit for the awnings.



515 Clark Avenue
Ames, IA 50010
515.239.5153 Phone
515.239.5261 Fax

ENCROACHMENT PERMIT APPLICATION/AGREEMENT

Address of Encroachment: 122 Hayward Avenue
Type of Encroachment: Awning & Signage Encroachment
Total Square Feet of the Area to Encroach: 185.82 sf (See attached submittal guidelines)
Applicant is: Property Owner Tenant Contractor
Applicant Name: JCorp, Inc. - Shaun Sheller Phone: 515-508-0132
Mailing Address: 708 N. Hwy 69, Huxley, IA 50124 Email: Shaun@jcorp.biz
Property Owner Name: Campus Plaza LC
Phone: 515-268-5485 Mailing Address: 2519 Chamberlain St. #101 Ames, IA 50014

By signing this application, the Building Owner agrees to the following conditions, upon approval:

1. The Owners do hereby indemnify and hold harmless the City of Ames, its officers and employees, against any loss or liability whatsoever made by any and all persons whomsoever, resulting from or arising out of the location and maintenance of the encroachment.
2. The Owners shall submit and maintain, through the period of the encroachment, comprehensive general liability insurance coverage in the amount of not less than \$500,000 combined single limit and a current copy of Endorsement CG 2013, naming the City of Ames and its employees and assigns, as an additional insured on the policy. The Owner will supply the City Clerk's Office annually with a current copy of the insurance and the endorsement.
3. The City Council may revoke the permit at any time causing the encroachment to be removed.
4. This agreement shall run with the land and be binding upon the successors and assignees of the parties hereto.
5. The Owners shall notify the City Clerk at the time that the encroachment ceases to exist, or before making any modification to the encroachment.
6. The encroachment will be built and erected in the same manner as shown on the attached sketch.
7. To pay a one-time encroachment fee of \$25 or \$1 for every square foot that encroaches, whichever is larger.

Property Owner Signature  Date 8.17.17

FOR OFFICE USE

☐ Fee Received

☐ Sketch of Encroachment Received

☐ Insurance Received

☐ Approved by City Council on

☐ Insurance Approved by HR

Date: _____

Approved by: _____ Date: _____ Permit No: _____

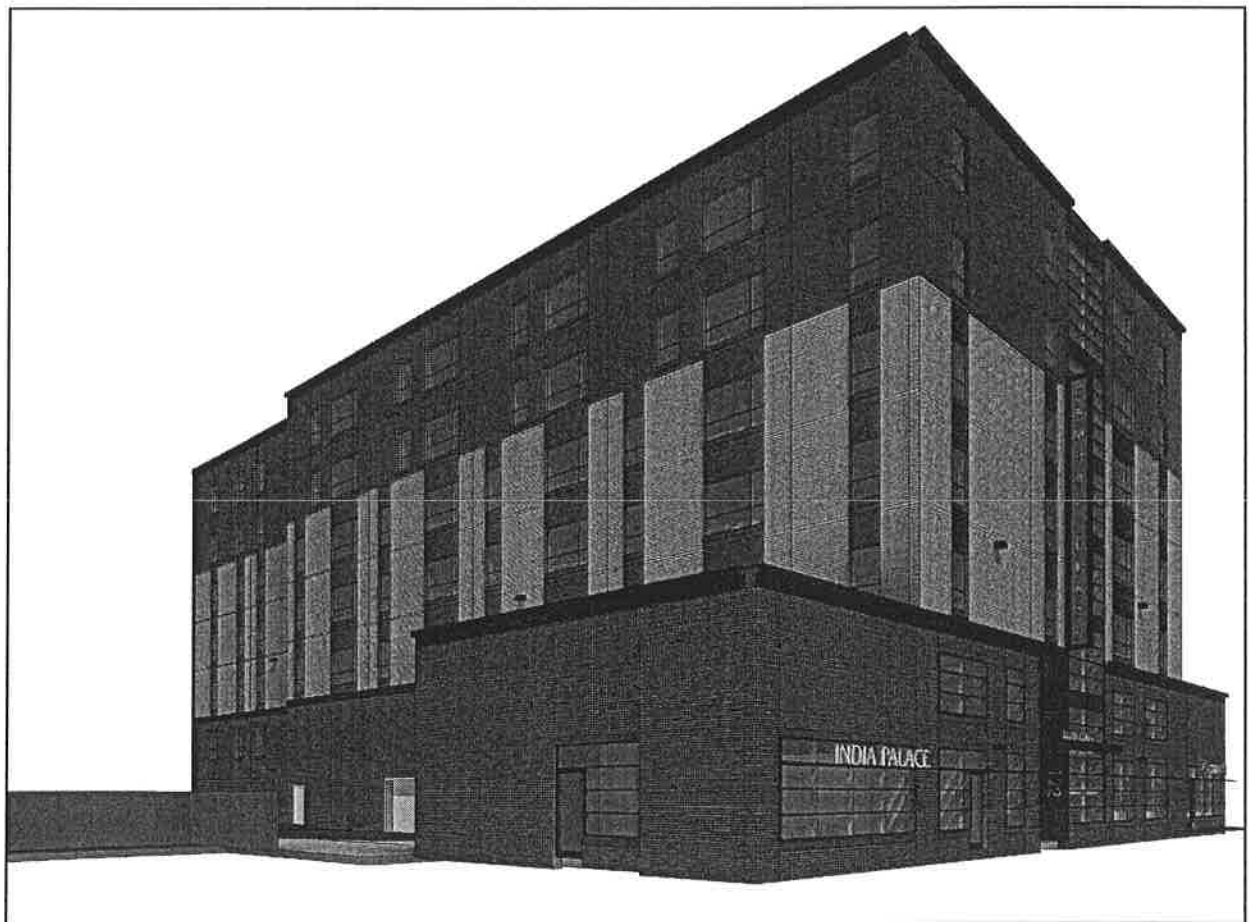


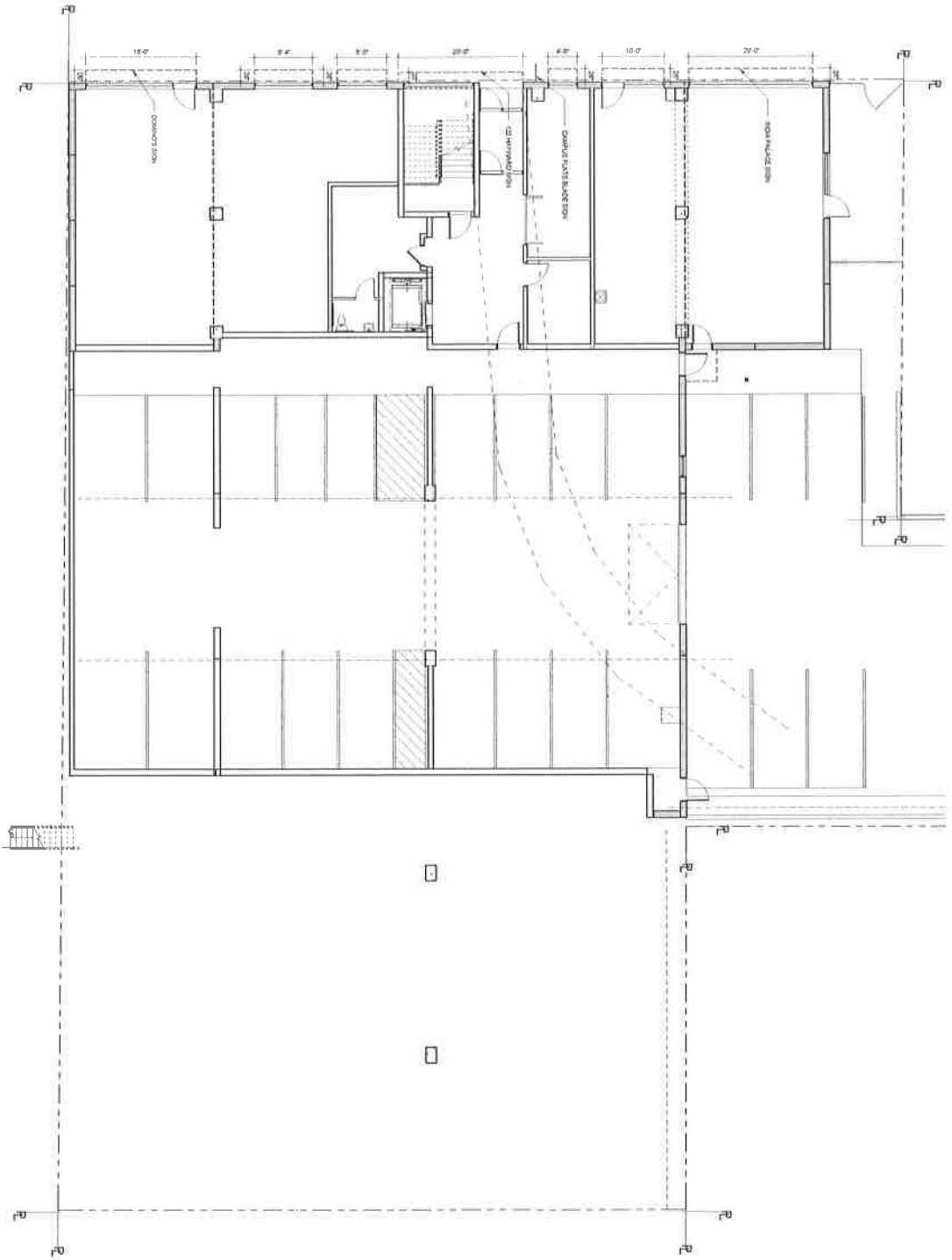
CF CAMPUS FLATS

122 Hayward Ave
Ames, IA 50014

EXTERIOR SIGNAGE

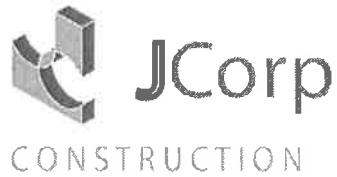
Below is a rendering representative of the Blade sign as seen from Lincolnway, looking Southeast up Hayward Avenue.





1 COMMERCIAL LEVEL/LOWER PARKING PLAN
SCALE: 1/8" = 1'-0"

- 1. FLOOR PLAN
- 2. FLOOR PLAN
- 3. FLOOR PLAN
- 4. FLOOR PLAN
- 5. FLOOR PLAN

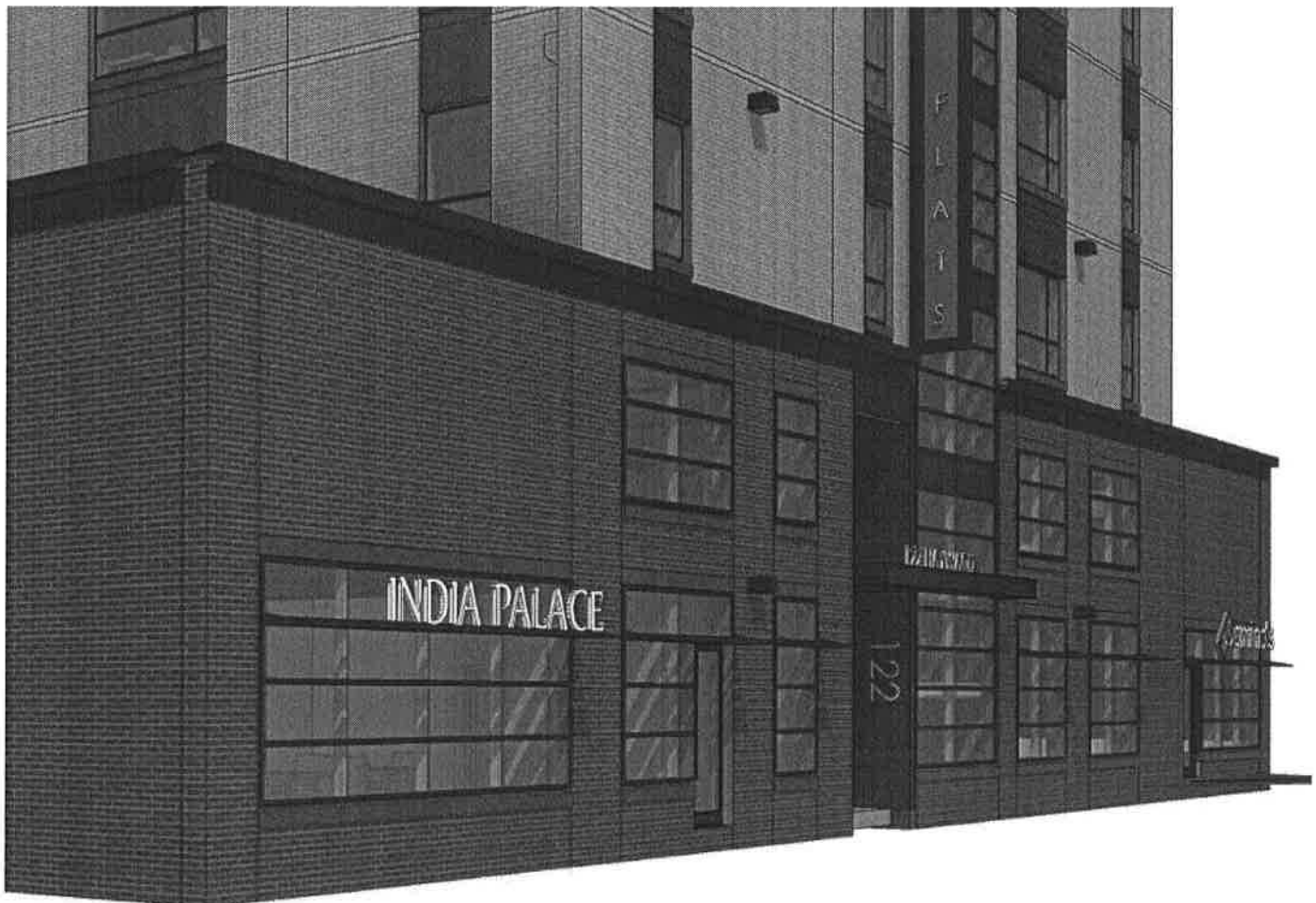


INDIA PALACE

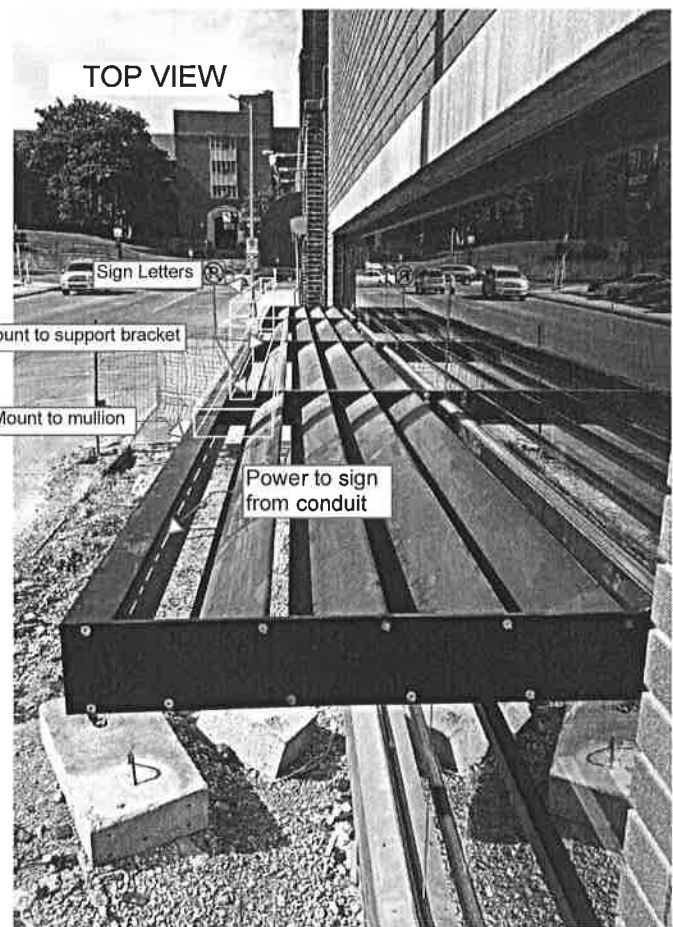
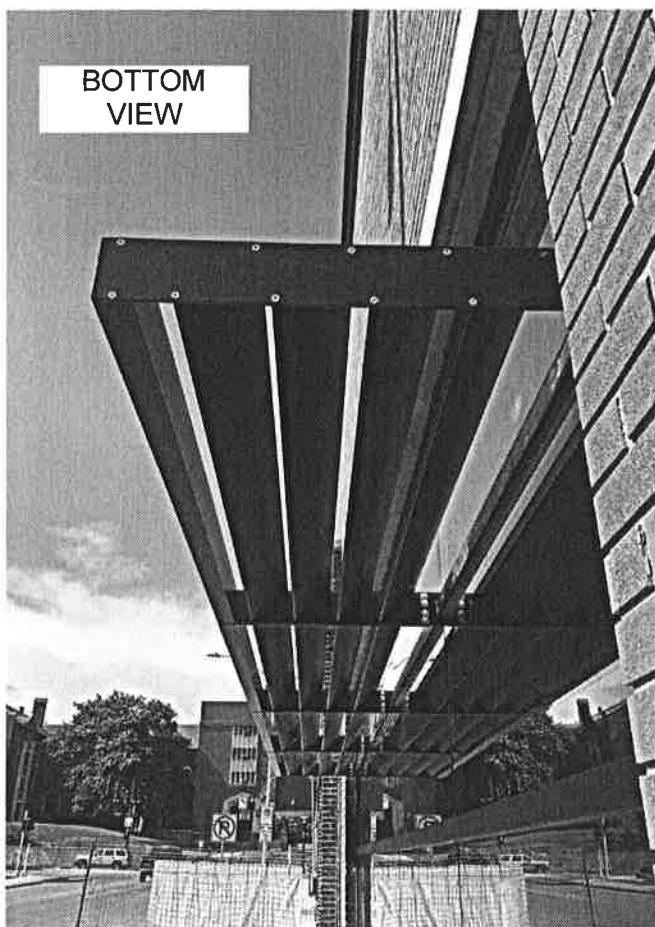
120 Hayward Ave
Ames, IA 50014

EXTERIOR SIGNAGE

The West elevation has sunshades as a unique architectural detail to the storefront sections. Each sunshade provides a shaded area within the walking path in front of the building. Utilizing this feature of the building, India Palace will have a sign mounted on the upper side of the sun shade for their business identification. Below you will find a rendering specific to this proposed signage.



The sunshades are affixed directly to the storefront system, allowing for a unique surface area for signage similar to other businesses located within the City of Ames camptown area located on Lincolnway.





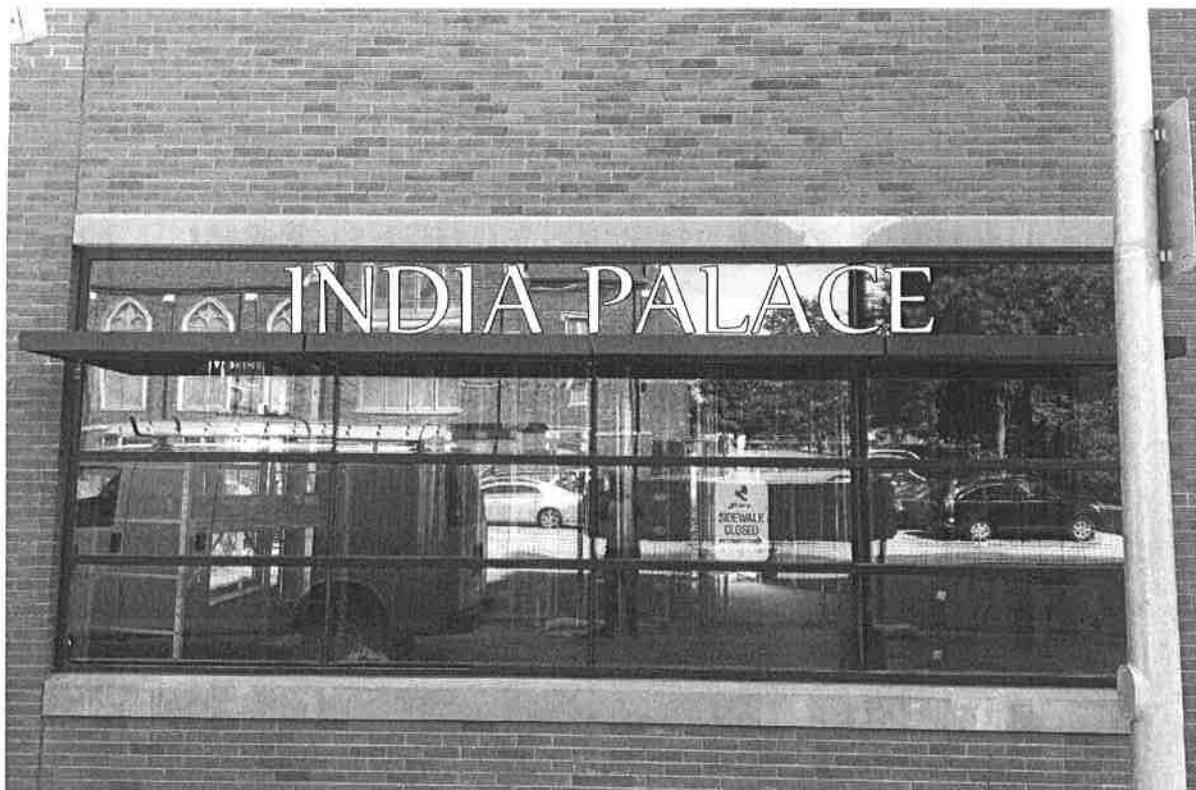
INDIA PALACE

120 Hayward Ave
Ames, IA 50014

EXTERIOR SIGNAGE

The sign lettering that will be affixed to the sun shade will be 18" in height and will be internally lit by LED lighting. Electrical to the sign will be provided from a conduit which will be routed within the sun-shade system to keep all electrical connections concealed. The proposed lettering for the signage will be "Nyala" as shown below.

18" INDIA PALACE



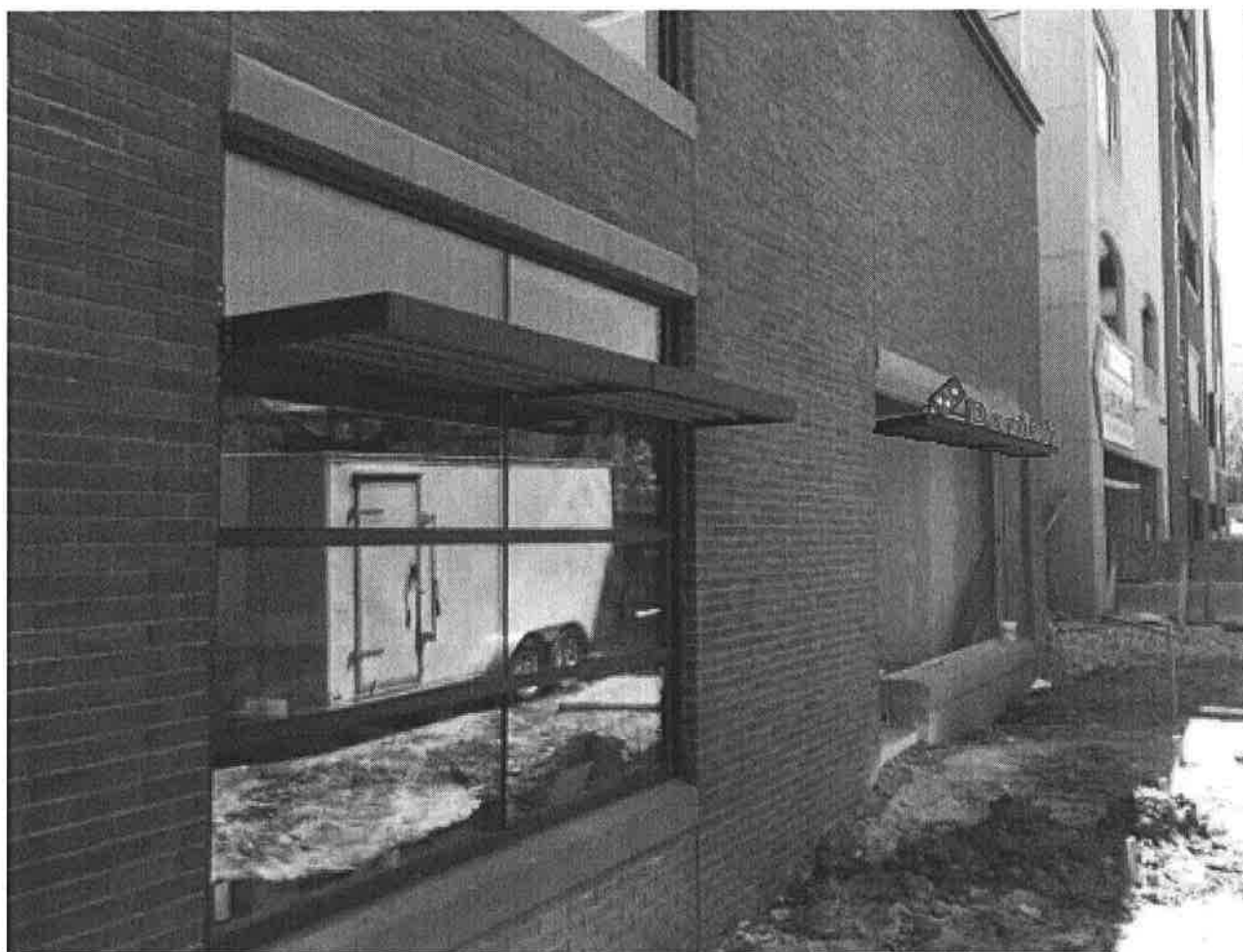


Domino's

124 Hayward Ave
Ames, IA 50014

EXTERIOR SIGNAGE

Similar to the North commercial space, Domino's will utilize the West elevation sunshades architectural detail to display their signage. Utilizing this feature of the building, Domino's will have a sign mounted on the upper side of the sun shade for their business identification. Below you will find a rendering specific to this proposed signage.





CAMPU-4

OP ID: CF

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/14/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER KNAPP-TEDESCO INS. AGENCY 627 MAIN STREET AMES, IA 50010-6062 ANDREW RICKLEFS		515-232-7060	CONTACT ANDREW RICKLEFS NAME: PHONE (A/C, No, Ext): 515-232-7060 FAX (A/C, No): E-MAIL ADDRESS: andrew@knapptedesco.com
INSURED CAMPUS PLAZA LC ERIC BRUMM 2519 CHAMBERLAIN STE 101 AMES, IA 50014-2525		INSURER(S) AFFORDING COVERAGE INSURER A: TO BE DETERMINED INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		EPP0447790	08/17/2017	08/17/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			EPP0447790	08/17/2017	08/17/2018	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 0			EPP0447790	08/17/2017	08/17/2018	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER IS ADDITIONAL INSURED IN REGARDS TO GENERAL LIABILITY.

WEL
7/20/17

CERTIFICATE HOLDER

CANCELLATION

CITY OF AMES
515 CLARK AVENUE
AMES, IA 50010

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
ANDREW RICKLEFS

Shaun Sheller

From: Ray D Anderson <RAnderson@city.ames.ia.us>
Sent: Thursday, July 06, 2017 9:19 AM
To: Shaun Sheller
Cc: Luke Jensen; Duane Jensen; Dad; Kelly Diekmann; Henry Elgersma
Subject: RE: 122 Hayward Exterior Signage

Shaun,

The signage, as proposed for the exterior of the building at 122 Hayward Avenue, is consistent with the Sign Criteria for the Campustown Urban Revitalization Area.

Thank you for the additional information that was provided to answer our questions.

Best Regards,

Ray



Ray Anderson
Planner

515.239.5400 *main* | 515.239.5404 *fax*
randerson@city.ames.ia.us | City Hall, 515 Clark Avenue | Ames, IA 50010
www.CityofAmes.org | ~ Caring People ~ Quality Programs ~ Exceptional Service ~

-----Shaun Sheller <shaun@jcorp.biz> wrote: -----
To: Ray D Anderson <RAnderson@city.ames.ia.us>, Luke Jensen <luke@resgi.com>
From: Shaun Sheller <shaun@jcorp.biz>
Date: 07/05/2017 07:31AM
Cc: Duane Jensen <duane@jcorp.biz>, Dad <dean@resgi.com>, Kelly Diekmann <KDiekmann@city.ames.ia.us>, Henry Elgersma <henry@jcorp.biz>
Subject: RE: 122 Hayward Exterior Signage

Good Morning Ray,

Hope you had a great 4th of July. Wanted to check in and see if you had any other questions I could provide details on?

Thanks,

COUNCIL ACTION FORM

**SUBJECT: ENCROACHMENT PERMIT FOR A WATER METER PIT AT 4018
ALDRIN AVENUE**

BACKGROUND:

The Scenic Valley Townhome Association is requesting an encroachment permit for a water meter pit that they installed in the right-of-way prior to receiving the necessary permit. The water pit will control the irrigation system for 32 private townhomes and will encroach seven feet into the public right-of-way. The Association feels that the proximity to the water main and the transformer made this location ideal. In addition, having the meter located on public property will allow the homeowner's association to have access to it at all times and prevents the need to tie into a homeowner's electricity.

The applicant stated they were unaware that an encroachment permit was required. It was not until the applicant requested a water meter from the Water Department that it was discovered they needed an encroachment permit.

Approval of the encroachment permit would allow the water meter pit to remain in its current location without changes. Denial of the permit would require the applicant to remove the water meter pit from the public right-of-way. It should be noted that City staff from the Public Works Department has also reviewed and approved the conditions outlined in the attached encroachment permit application/agreement which allows for the City Council to revoke this encroachment permit for any reason in the future.

ALTERNATIVES:

1. Approve the attached encroachment permit application/agreement thereby allowing the applicant to keep the water meter pit in its current location in the public right-of-way.

However, under this alternative, the townhome association must understand that the City reserves the right under this agreement to require that the water meter pit be removed from the right-of-way in the future.

2. Modify the attached encroachment permit application/agreement thereby allowing the applicant to keep the water meter pit in the current location, with modifications, once the permit has been issued.

3. Deny the attached encroachment permit application/agreement prohibiting the applicant from keeping the water meter pit in the public right-of-way. Denial of the application would require the removal of the water meter pit.

MANAGER'S RECOMMENDED ACTION:

It is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby granting the encroachment permit for this water meter pit.

However, under this alternative, the townhome association must understand that the City reserves the right under this agreement to require that the water meter pit be removed from the right-of-way in the future.



515 Clark Avenue
Ames, IA 50010
515.239.5153 Phone
515.239.5261 Fax

ENCROACHMENT PERMIT APPLICATION/AGREEMENT

Address of Encroachment: 4018 Aldrin Ave

Type of Encroachment: Water Meter Pit for Irrigation System

Total Square Feet of the Area to Encroach: _____ (See attached submittal guidelines)

Applicant is: ☒ Property Owner ☐ Tenant ☐ Contractor ☒ HOA

Applicant Name: Scenic Valley Townhome Association Phone: 515-239-8676

Mailing Address: 2400 Aspen Rd Ames 50010 Email: justin@hunziker.com

Property Owner Name: HCS Builders / Hunziker Development Co

Phone: 515-239-8676 Mailing Address: 105 S. 16th St. 50010

By signing this application, the Building Owner agrees to the following conditions, upon approval:

1. The Owners do hereby indemnify and hold harmless the City of Ames, its officers and employees, against any loss or liability whatsoever made by any and all persons whomsoever, resulting from or arising out of the location and maintenance of the encroachment.
2. The Owners shall submit and maintain, through the period of the encroachment, comprehensive general liability insurance coverage in the amount of not less than \$500,000 combined single limit and a current copy of Endorsement CG 2013, naming the City of Ames and its employees and assigns, as an additional insured on the policy. The Owner will supply the City Clerk's Office annually with a current copy of the insurance and the endorsement.
3. The City Council may revoke the permit at any time causing the encroachment to be removed.
4. This agreement shall run with the land and be binding upon the successors and assignees of the parties hereto.
5. The Owners shall notify the City Clerk at the time that the encroachment ceases to exist, or before making any modification to the encroachment.
6. The encroachment will be built and erected in the same manner as shown on the attached sketch.
7. To pay a one-time encroachment fee of \$25 or \$1 for every square foot that encroaches, whichever is larger.

Property Owner Signature

Date 08/17/2017

FOR OFFICE USE

☒ Fee Received

☒ Sketch of Encroachment Received

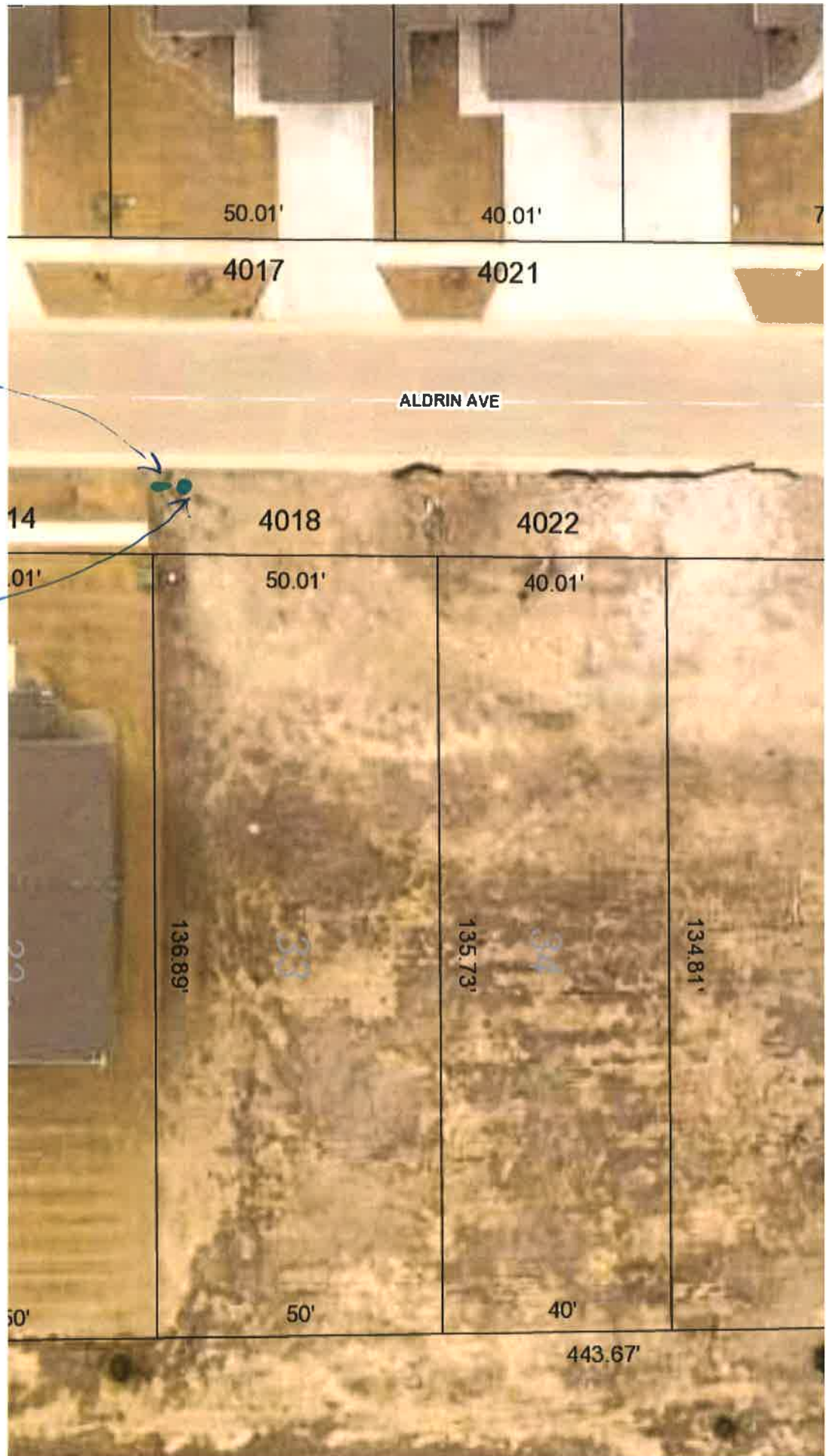
☒ Insurance Received

☐ Approved by City Council on

☒ Insurance Approved by HR

Date: _____

Approved by: _____ Date: _____ Permit No: _____



Backflow
Preventer

Manhole for
Water Meter
Pit - 3' Diameter
6' Deep





CERTIFICATE OF LIABILITY INSURANCE

SCEN-10

OP ID: LJ

DATE (MM/DD/YYYY)

07/07/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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PRODUCER Gateway Insurance Services 1416 Buckeye Avenue Ames, IA 50010-1910 Gateway Insurance Services	CONTACT NAME: Lindsay Johnsen	
	PHONE (A/C, No, Ext): 515-232-6001	FAX (A/C, No): 515-232-6236
	E-MAIL ADDRESS: ljohnsen@gisiowa.com	
INSURED Scenic Valley Townhouse Association Inc Association Inc 2400 Aspen Dr Ames, IA 50010	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Grinnell Mutual Reinsurance	
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	
	NAIC # 14117	

COVERAGES**CERTIFICATE NUMBER:****REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	X	0000792821	08/17/2016	08/17/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS		NOT COVERED			COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$		NOT COVERED			EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/> N/A	NOT COVERED			PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The City of Ames is named as an additional insured, as required by written contact, subject to the terms and provisions of the policy.

RE: Water Meter Pit for Irrigation System

CERTIFICATE HOLDER

CITYOFA

City of Ames
PO Box 811
Ames, IA 50010

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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COUNCIL ACTION FORM

SUBJECT: **DOWNTOWN FAÇADE GRANTS**

BACKGROUND:

The Downtown Façade Grant Program was introduced in 2000 to facilitate private improvements to downtown retail and other commercial storefronts. The City Council annually budgets \$50,000 as matching grants for eligible projects. This program is available to property owners 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 up to \$1,000 for additional architectural services. The program requires compliance with specified design guidelines, ground floor use of office or retail trade, improvements to retain the historic façade or the removal of non-compliant elements; and allows six months 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. Proposed improvements are intended to have a significant positive visual impact on the building and the district overall. If grant requests exceed the available funding, the program criteria 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 the façade grant program.

Currently, there is \$100,000 in available funds for award to new grantees. This does not include the \$56,423 awarded to the Sheldon-Munn project in 2015 which has not yet been closed out.

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 other facades or second requests for facades in the second round.

The City solicited applications for the 2017-18 fiscal year in May, 2017. An invitation for grant applications was sent to all eligible property and business owners and was also publicized by the Main Street Cultural District. Three property owners submitted four applications for consideration by the Council.

The first grant application is for the property at 238 Main Street. This building is the home of Quilting Connections. The building has, in the past, had two store fronts (and two stories). The current tenant now occupies the entire building. The owner is requesting a grant for the Main Street façade.

A second grant application is for the property at 208 5th Street. This building contains multiple commercial and two residential tenants. This building was the recipient of a façade grant in 2012 for the improvements replacement of ground floor windows and creating a new store front appearance consistent with the Guidelines. The owner is requesting a grant for the rehabilitation of the original windows on the second and third floors of the building with removal of two non-compliant filled in transom windows.

The third owner submitted two grant applications. The sole tenant of 329 Main Street, Evert's Flowers, Home, and Gifts, is seeking grants for installation of awnings along both the south façade (along Main Street) and the west façade (along Burnett Avenue).

238 Main Street (Quilting Connections)

The grant application for the project at 238 Main Street is for the north (Main Street) façade. The building now houses Quilting Connections. 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. There was significant damage to the façade and the reconstruction included a mix of materials, including concrete panels, stucco, vertical wood panels, and the painting of remnants of the original brick. The proposed project removes much of the non-compliant materials and rebuilds the façade out to the front lot line while maintaining a recessed entryway.

The façade is two storefronts wide and will emphasize that by cladding the east half with lighter colored brick over the canopy and a darker brick at the kick plate. The west half will also use the darker brick for the kick plate and to highlight the entrance and will paint the existing precast concrete panels with a complementing color.

New store front windows will be installed and will be, as noted above, at the front building line. The store entrance will be recessed as will the existing middle door which had been used to provide access to the upper floor. The box above the canopy will be removed. The design guidelines indicate that the canopy is a compliant structure and a preferred feature to be retained. It will be re-clad but will retain its shape and location. New signage and lighting will be installed.

The project will also include a single window on the west façade of the building although grant funds are not requested at this time. The owner intends a full update of that west façade in the future and may seek a grant at that time.

The total estimated project cost is \$57,050. However, the estimate includes several items the City usually does not include in calculating cost share. The construction costs total \$39,550. City staff recommends the maximum allocation of \$15,000 in grant

funding of which the owner's share of construction costs is \$24,550 (plus the excluded costs of \$17,500).

The owner estimates that the cost of taking the submitted preliminary plans to design documents is \$7,500. The owner is seeking the additional \$1,000 for design fees to help with those costs. **The total recommended grant award is \$16,000 for Quilting Connection.**

208 E. 5th Street (Lechner Building)

This three-story structure received a grant in 2012 to restore the ground floor façade. Wood and glass features had replaced the original storefront windows and the transoms were removed. The City's \$10,300 grant helped with the overall investment of \$84,000 to remove the non-compliant materials and to install new windows with transoms. Other than two residential apartments on the third floor, the building is occupied with office, retail, and other commercial uses.

The owner now seeks to continue the rehabilitation of the second and third floors. The original wood windows are in poor repair and are covered with aluminum storm windows. The project will involve removing the existing storm windows, repairing and restoring of the existing historic wood windows, and installing newer energy-efficient storm windows. Three of the third floor windows (two on the front and one on the side) have been reduced in size but these will be opened up and new windows installed. Mullions will be repaired and painted to match the kick plates installed as part of the 2012 grant.

The owner estimates that the project cost is \$76,836. With the 10% contingency, total costs come to \$88,361. These costs also include the restoration of two windows on the east façade of the building as part of the total project.

Based on the design and scoring criteria, the eligible components of this project include the opening up of the two transoms on the front façade (removal of non-compliant elements) and the repair of the existing historic windows and mullions (to resist water and moisture penetration to preserve the building's structural integrity). The proposed improvements have minor levels of visual significance compared to the original improvements from 2012, but do result in removal of noncompliant building elements. **The project costs are estimated to be \$33,051 (minus contingency) of which staff recommends up to \$15,000 or 50 percent of the actual costs. As a condition of the grant, staff recommends requiring the improvements of the non-compliant transom window openings on the side elevation to assist in broadening the overall project significance.**

329 Main Street (Evert's Flowers Home Gifts)

329 Main Street is a corner lot and is the home of Evert's Flowers Home Gifts. Built as a two-story building in 1919, the upper floor was removed in 1964. Many façade changes

have occurred over the years; however, the building has few, if any, non-compliant elements. The original building had a main entrance centered on the south (Main Street) façade and flanked by two large display windows with transoms. Following the removal of the second floor, the doorway was moved to the southwest corner of the building and large single pane plate glass display windows were installed. In addition, a horizontal canopy was installed along the south and west façades. The canopy is now gone but a horizontal accent band remains.

The owner is seeking two façade grants to replace the store front windows and install new doors, awnings and signage. The project will replace the large plate glass windows with multi-pane windows which include a 32 inch transom along the top. The doorway will remain at the current location but a new doorway with flanking windows will be installed. These windows will also have a 32 inch transom at the top.

The owner is also installing awnings over the windows extending down only as far as the transoms, which will remain visible from street level. The awnings are triangular in profile and will have a loose valance as preferred by the design standards. New signage and painting of the accent band above the awnings are included in the project.

The owner has submitted two grant requests—one for each façade. The improvements for each façade are similar. The south façade has an estimated cost of \$21,129. The owner is requesting up to 50 percent, or \$10,580. The west (Burnett Avenue) façade has an estimated cost of \$18,033 for which the owner is requesting up to 50 percent, or \$9,017.

Although the proposed project is extensive in scope, the purpose of the program is the removal of non-compliant features of a façade. In this case, the existing windows and doors are compliant and their replacements, therefore, are not covered by the program. Additionally, the visual significance of the improvements would be minimal because of the current conditions. Staff believes the only eligible activity in the grant request may be the installation of new awnings, the cost of which is estimated at \$5,315 for both facades, which staff recommends a grant of 50 percent, or \$2,657. Adding the awnings does not replace a non-compliant feature and has only a moderate level of visual impact, but it is adding a new compliant element of the design guidelines. Replacement of the windows is not a condition of receiving a grant for the awnings.

ALTERNATIVES:

1. The City Council can approve Downtown Façade Improvement Grants totaling \$33,658 or:
 - a. 238 Main Street in the amount of \$15,000 for the Main Street façade and with a \$1,000 design assistance grant.
 - b. 208 5th Street in the amount of \$15,000 for the 5th Street façade window repair with improvements to the side transom window along with the front façade improvements.

- c. 329 Main Street in the amount of \$2,658 for the awnings for the Main Street façade and Burnett Avenue façade.

These grants include conditions that the property owner must enter into a grant agreement within the next six months to ensure access to the allocated funds and for consistency with the grant program requirements.

2. The City Council can determine that some or all of the proposed grants requests are not compliant with Downtown Façade Improvement Grants program and make different grant awards or defer consideration of the requests until a later round of application review.
3. The City Council can refer this request to staff or the applicants for additional information.

MANAGER'S RECOMMENDED ACTION:

Due to the timing of solicitation for façade grants there is an overlap of second round funds from the prior FY 2016-17 fiscal year and the award of first round grants with FY 2017-18 funds. Preferences in the program are to award only one grant to a project per round and that a second request for a façade grant should occur in the spring round of review. Due to the low volume of applications and requested dollar value, staff recommends City Council consider the requests as a merged spring and fall round of funding to address that the 208 5th Street request is a second façade grant for the same façade and that 329 Main Street requests two separate façade grants at the same time. This approach would be consistent with the intent of the program to have preferences for new façade grant requests and to spread availability of funds to multiple projects while accounting for the timing of façade grant application process.

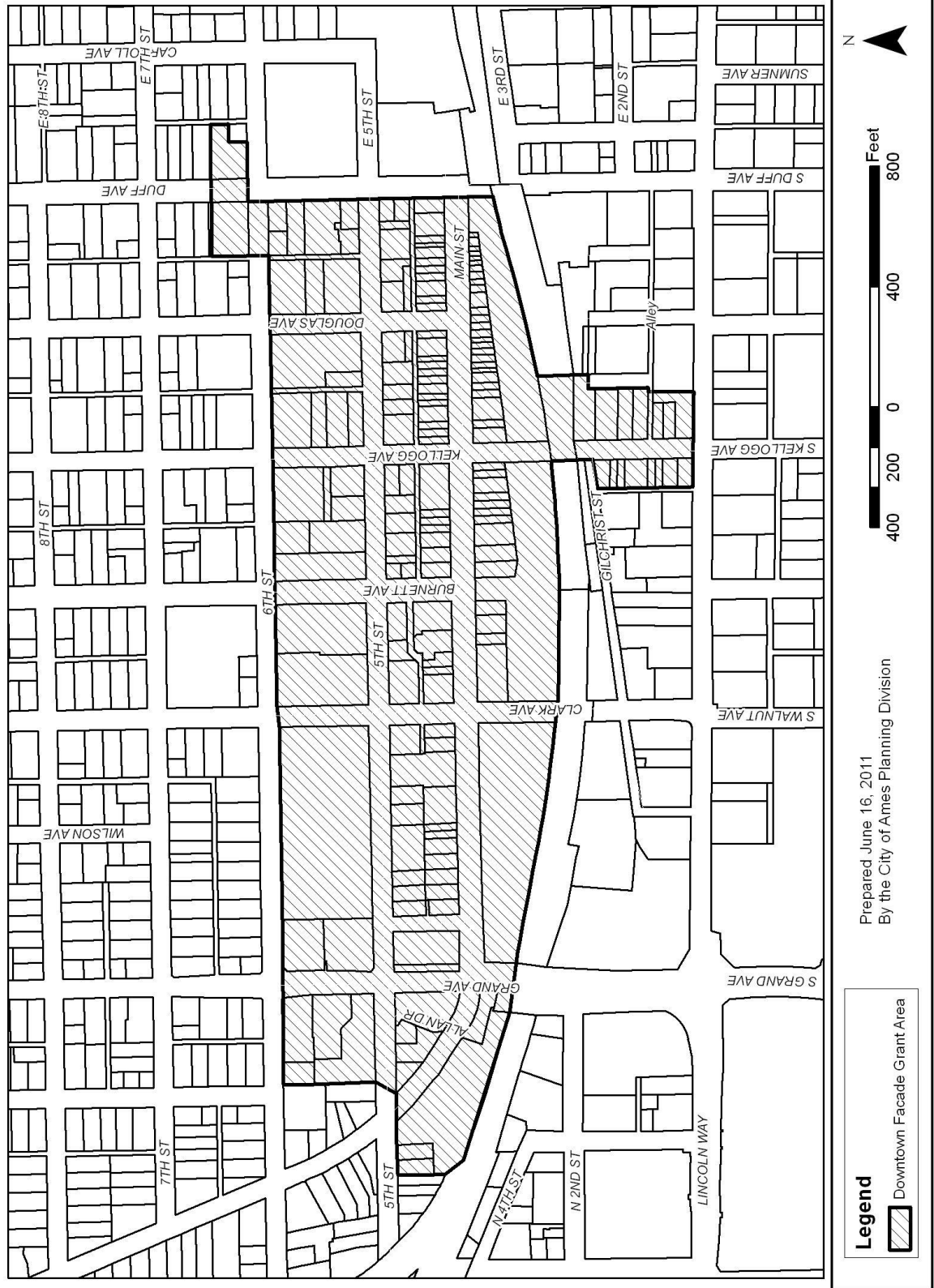
City staff has determined that the four proposed Downtown Façade Improvement projects for the three buildings at 238 Main Street, 208 5th Street, and 329 Main Street either include the removal of non-compliant elements or feature new features that are consistent with the Downtown Design Guidelines. Staff rates the visual impact of the Quilting Connection as the most significant with moderate to minor levels of visual significance for the other grant requests. The 208 5th Street request also emphasizes work to support the integrity of the building and correct water intrusion issues with existing historic windows

Therefore, it is the recommendation of the City Manager that the City Council approve Alternative #1, thereby approving Downtown Façade Improvement Grants for the four projects on three buildings as noted above.

In this round, the amount sought and recommended for awards is \$33,658, leaving \$66,342 that have not been committed in a grant agreement. An additional round of grant applications may be sought in the fall for award in a second round this spring.

Downtown Facade Grant Area

Attachment 1: Eligibility Map



Attachment 2: Downtown Façade Grant Review

Requirements for all Façade Grants

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

Program Logistics

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

First Grant Period

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

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

Action Steps:

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

Second Grant Period

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

Conditions of Grant Approval

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

Attachment 3: Scoring Criteria

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

VISUAL IMPACT

Maximum Score 30 Points

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

FINANCIAL IMPACT

Maximum Score 30 Points

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

EXTENT OF IMPROVEMENTS

Maximum Score 20 Points

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

HISTORIC FACADES (such as Café Diem):

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

OTHER FACADES: (such as Wheatsfield)

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

HISTORIC DESIGN

Maximum Score 20 Points

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

COUNCIL ACTION FORM

SUBJECT: SALE AND ISSUANCE OF GENERAL OBLIGATION CORPORATE PURPOSE AND REFUNDING BONDS SERIES 2017A ISSUE IN AN AMOUNT NOT TO EXCEED \$11,970,000

BACKGROUND:

The FY 2017/18 adopted budget includes General Obligation (G.O.) Bond-funded capital improvement projects in the amount of \$7,521,000. The City Council held public hearings on the issuance of these bonds on March 7, 2017 as part of the budget process, and for the refunding bonds on August 8, 2017. Council action is now required to authorize the sale.

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

Grand Avenue Extension	\$ 4,000,000	
South Duff Improvements	276,000	
Arterial Street Improvements	620,000	
Collector Street Improvements	950,000	
Asphalt Street Improvements	850,000	
Downtown Street Improvements	250,000	
Accessibility Enhancement Program	125,000	
W Lincoln Way Intersection Improvements	450,000	
Subtotal Tax Supported Bonds		\$ 7,521,000
Refunding Bonds (2009B)		4,345,000
Issuance Cost and Allowance for Premium		104,000
Grand Total – 2017/18 G.O. Issue		\$ 11,970,000

On the morning of August 22, 2017, the City will accept bids for the bonds per the terms of our offering statement. The bids will be evaluated by our financial advisor, Public Financial Management, by the City's Bond Counsel, and by City staff to recommend award to the bidder with the lowest cost. A report of bids will be provided to Council at the August 22 meeting. The City Council will then be asked to adopt a resolution accepting bids and authorizing award of the sale of bonds to the chosen bidder.

ALTERNATIVES:

1. The City Council can adopt a resolution accepting bids and authorizing the sale and issuance of General Obligation Corporate Purpose and Refunding Bonds in an amount not to exceed \$11,970,000.
2. The Council can reject the bond sale resolution and delay the capital projects.

MANAGER'S RECOMMENDED ACTION:

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

Therefore, it is the recommendation of the City Manager that the City Council accept Alternative No. 1, thereby adopting a resolution accepting bids and authorizing the sale and issuance of General Obligation Corporate Purpose and Refunding Bonds in an amount not to exceed \$11,970,000.

COUNCIL ACTION FORM

SUBJECT: **ADDITIONAL CIVIL ENGINEER IN PUBLIC WORKS**

BACKGROUND:

Ongoing growth in our community, coupled with the City's proactive approach to maintaining our infrastructure, have led to a continuing increase in the Public Works engineering workload, particularly in the Engineering and Traffic Divisions. This involves a continuing increase in the City's CIP projects, review and coordination of private development projects, and efforts put into addressing ongoing customer service needs.

Several large scale projects are currently being managed by the Engineering Division, including the Grand Avenue Extension, the Squaw Creek Flood Mitigation project, and the new East Industrial Utilities work, along with many other street and utility projects. Traffic Division staff has spent considerable time moving the South Duff Safety project at Walmart forward, completing the airport terminal and hangar projects, and selecting a new Fixed Base Operator. In addition, work on the Complete Streets policy is now beginning and the Long Range Transportation Plan update will be initiated next year. There are also a number of large-scale private development projects that require review, management, and coordination with stormwater plans and traffic studies such as Bricktowne, Rose Prairie, Dankbar, and the Southwest Growth Area. These projects are in addition to responding to City Council referrals, citizen requests, and daily contacts with our customers, which are now backlogged.

This workload has been exacerbated since two of the three design positions (civil engineers) having been vacant this spring and summer. Several temporary solutions to help with this workload have been considered and are being initiated. These include utilizing staff from other departments to manage targeted projects, bringing a contract engineer temporarily on-staff, establishing on-call engineering services, and streamlining the consultant selection process.

While all of these resources provide temporary means in accomplishing the work, it has become apparent that another permanent, full-time Civil Engineer position is needed. This position would be part of the Traffic Division and would focus mainly on CIP project design. This would include traditional traffic projects (e.g., traffic signals and traffic calming), but would also take on project management for CIP programs that had been migrated to the Engineering Division (e.g., Accessibility Enhancement, Shared Use Expansion, Multi-Modal Roadway Improvements, and other roadway and utility projects). This position would take a lead role with customer service duties such as localized traffic studies (stop signs, no parking, etc.), work on City Council referrals, citizen contacts, and right-

of-way permits. Also, the new engineer would supervise the Ames Area Metropolitan Planning Organization (AAMPO) work activities.

An overview of the estimated annual personnel costs for a new civil engineer position is shown below, along with how these costs would be covered:

Personnel Costs

Salary

CE I mid-range salary for FY 17/18 (Pay Grade 61) is \$78,341

Roll-up

IPERS	8.93%	\$ 6,996
Social Security	6.20%	\$ 4,857
Medicare	1.45%	\$ 1,136
Workers Comp	1.00%	\$ 783
Total Std. Benefits	17.58%	\$13,772

Health insurance (based on the most expensive family plan) is \$20,848

Total Estimated Annual Cost: \$112,961

Budgeting – Revenue

Project Engineering/Management	CIP	65%	\$ 73,450
General Customer Service	RUT	25%	\$ 28,250
AAMPO (reimbursed)	MPO	10%	\$ 11,300
Total Available Revenue:			\$113,000

As is shown above, approximately two-thirds of the cost will be recouped through charging this engineering expense against planned CIP projects. The Road Use Tax fund will cover one-fourth of the expense, and AAMPO funding will cover the balance.

It is anticipated that this position would be filled by mid-September and the adjusted 2017/18 budget would be prorated accordingly.

ALTERNATIVES:

1. Authorize the addition of one FTE (Full-time Equivalent) civil engineer for the Public Works Traffic Division along with the recommended revenue sources described above.
2. Do not authorize this new position and continue utilizing temporary methods for handling Public Works workload.

CITY MANAGER'S RECOMMENDED ACTION:

The number of CIP projects, development proposals and customer service requests all continue to grow. These needs have exceeded the capacity of the current engineering staff in Public Works. Adding a civil engineer would be the most effective way to address these needs and provide the most efficient and responsive customer service to our citizens.

While it is quite unusual for a new position to be proposed outside of the Council's annual budget process, the increasing number of public and private infrastructure projects, coupled with the departure of two experienced civil engineers, has made it clear that the project workload cannot be met with the current staffing level.

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

COUNCIL ACTION FORM

SUBJECT: VACATION OF RIGHT-OF-WAY AT 122 NORTH DAKOTA AVENUE

BACKGROUND:

The developer of 122 North Dakota Avenue has formally requested to purchase a portion of right-of-way west of 122 North Dakota Avenue. The land is needed so as to accommodate additional grading of the site that would allow the proposed building to be straightened out and the drive/parking shifted farther west. In addition, this would greatly reduce the height of the required retaining walls. This would also facilitate directing storm water in that area to the developer's proposed detention pond as it will have the capacity. This land totals 7,793 square feet in area. Attachment A shows the general location of this right of way. **Staff contacted all right-of-way users and found no facilities within this requested area. Furthermore, neither the City nor any of the registered right-of-way users have future plans for use of this area in question.**

This area was originally obtained by the Iowa Department of Transportation (DOT) on June 15, 1948, in conjunction with what was then US Highway 30. The roadway easement was recorded at that time. The DOT turned over the right-of-way easement to the City by Quit Claim Deed recorded in Story County on August 17, 1993.

Per *Iowa Code*, a hearing is necessary prior to the vacating of public lands. On August 15, 2017, the City Council set the date of public hearing for August 22, 2017, and the City Clerk has published the Notice of the Public Hearing in the *Ames Tribune*.

ALTERNATIVES:

1. Approve the vacating of right-of-way west of 122 North Dakota Avenue.
2. Retain the land and deny the request to purchase the right-of-way.

CITY MANAGER'S RECOMMENDED ACTION:

The vacation of this City-owned land will allow for its sale so that the developer may facilitate development of this site. Staff has determined that no right-of-way users would be adversely affected. Once the land has been purchased by the developer, the developer will perform additional site grading and be able to shift the parking farther west to greatly reduce the height of the required retaining walls.

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

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COUNCIL ACTION FORM

SUBJECT: SALE OF RIGHT OF WAY AT 122 NORTH DAKOTA AVENUE

BACKGROUND:

The developer of 122 North Dakota Avenue has formally requested the purchase of a portion of right-of-way west of 122 North Dakota Avenue to accommodate additional site grading in order to straighten out the proposed building and shift the drive/parking farther west. By doing so, the height of the required retaining walls would be greatly reduced. In addition, this would facilitate directing storm water in that area to the developer's proposed detention pond as it will have the capacity. This land totals 7,793 square feet in area.

The City's Council's approved policy for sale of City land is to establish the sale price as follows:

Step 1 – Determine the average value per square foot from the City Assessor's records for land in the area of the subject property.

Step 2 – Multiply the average value per square foot by the number of square feet to be sold.

Step 3 – Reduce the sale price established by 15% if an easement is retained over the property. That is not applicable to this case.

Step 4 – Reduce the sale price established by (an additional) 10% in recognition that a quit claim deed is being issued to the purchaser of the City land. This step was recently confirmed by the City's Legal staff.

In accordance with the City's established policy, the amount owed to the City for purchase of this land would be \$32,884.36. The calculations for this example are shown in Attachment A.

ALTERNATIVES:

1. Approve the sale of the vacated right-of-way located west of 122 North Dakota to The Preserve Ames, LLC., in the amount of \$32,884.36.
2. Retain the land and deny the request to purchase the right-of-way.

CITY MANAGER'S RECOMMENDED ACTION:

The sale of this City-owned land will facilitate development of this project as desired by the developer. No right-of-way users will be adversely affected, and the vacation of the land in question has been approved.

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

PROPOSED SALE OF CITY ROW
 Adjacent to 122 North Dakota Avenue
 8/8/2017

Address	Assessed SF	Assessed Land Value	\$/SF
122 N. Dakota Avenue	154000	533800	\$3.47
4320 Westbrook Drive	246577	1130690	\$4.59
4211 Lincoln Swing	211702	1318300	\$6.23
220 Raphael Avenue	170125	778800	\$4.58
235 Sinclair Avenue	101042	463400	\$4.59
Average Square Foot Cost			\$4.69

ROW Area to be vacated/sold 7793 \$36,538.18 cost of land/ROW
\$32,884.36 Less 10% for Quit Claim Deed

COUNCIL ACTION FORM

**SUBJECT: AMENDMENT TO LEASE AGREEMENT FOR CELLULAR ANTENNA
AT HOMEWOOD GOLF COURSE**

BACKGROUND:

TowerCo IV, LLC leases a portion of the property at Homewood Golf Course for a cellular antenna. An agreement for this antenna has been in place since 1996. The lessee's interest in the antenna has been transferred several times through the years, and TowerCo is the current lessee of the site. Because Homewood Golf Course is operated by the City as an enterprise, revenues from the cellular antenna accrue to the golf course operation. This lease provides the golf course with approximately \$32,600 in rental revenue annually. The lease is set to renew automatically every five years until its conclusion in December 2026.

TowerCo has requested that the lease be extended for five additional five-year renewal terms, thereby causing the lease to ultimately expire in December 2051. The majority of the existing lease terms would remain as-is during that time. The base rent would increase by 15% every five years, as the existing terms require. Additionally, the lessee would continue to divide any sublease revenue equally with the City.

City staff is satisfied with the current lease arrangement. Based on surveys of other cellular leases with local government entities and the City's other leases, the rental terms for this location are very favorable to the City. City staff believes the location of the antenna on the golf course property is unlikely to conflict with any future plans the City may have for the property.

In exchange for the extension of the lease, City staff has requested and TowerCo has agreed to the following additional lease amendments:

1. If the City determines the access/utility easement to the antenna facility is in conflict with the City's plans for the property, the City may require the easement to be relocated one time during the life of the lease, at the City's expense.
2. The City may install on the antenna, at its expense, equipment to provide high speed internet access to the property. The City will not be charged rent for this equipment.
3. TowerCo will replace the existing chain link fence around the antenna with a fence compliant with the current zoning code (opaque fence made of wood).

ALTERNATIVES:

1. Approve the amendment to the lease as described above with TowerCo IV, LLC for the Homewood Golf Course cellular antenna.
2. Do not approve the lease amendment.

MANAGER'S RECOMMENDED ACTION:

The Homewood cellular antenna has been a beneficial arrangement for the Homewood Golf Course in the 20 years it has been in place. The original lease provided for the paving of the golf course parking lot, and the monthly rent helps ensure a positive fund balance for the golf course operation. In exchange for extending the lease timeframe, additional benefits and assurances have been secured for the City.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the amendment as described above to the lease with TowerCo IV, LLC for the Homewood Golf Course cellular antenna.

COUNCIL ACTION FORM

**REQUEST: MAJOR SITE DEVELOPMENT PLAN SIGNAGE AMENDMENT FOR
3306 LINCOLN WAY**

BACKGROUND:

Breckenridge Group Ames Iowa, LLC is requesting approval of a Major Site Development Plan amendment for the Aspen Heights Development located at 3306 Lincoln Way to meet an original condition of approval. (Attachment A, Location Map) The approved development contains a total of 8.91 acres and is currently zoned Residential High Density (*See Attachment A, Location and Current Zoning Map.*) **The applicant is requesting approval of an amendment to the Major Site Development Plan to include a sign program for commercial signs in addition to the previously approved residential signage.**

The Major Site Plan was approved with five buildings: one mixed use building fronting on Lincoln Way, a residential clubhouse at the corner of Lincoln Way and S. Wilmoth Avenue, and three apartment buildings located to the middle of the site and accessed from S. Wilmoth Avenue. Parking is being provided around each building. The mixed-use building along Lincoln Way includes approximately 15,000 square feet of commercial square footage on the ground floor and 20 apartment units above for a total of 64 bedrooms. This is the only location on this site where commercial uses will exist. Additionally there is the one-story 7,000 square foot clubhouse building with leasing offices and recreation space located at the corner of Wilmoth and Lincoln Way.

There is access into the development from Lincoln Way for the commercial mixed-use building with a driveway situated across from Colorado Avenue. This location was dictated by spacing requirements by the City's Traffic Engineer. Access from Wilmoth Avenue occurs near the clubhouse and also south of the apartment buildings across from Lettie Street. No access is provided from the dead-end street of Hilltop. Pedestrian access is provided to Wilmoth on the south side of the apartments, through to the clubhouse, and via the walkway along the commercial building. The apartment buildings are interconnected with an internal walkway system.

The Major Site Development Plan for Aspen Heights was approved by City Council in April of 2016 with conditions. **The condition for both the Major Site Plan and the Urban Revitalization Plan for the project was that the applicant receives approval of a sign program as a separate Major Site Development Plan application prior to permitting and installation of any signs. The requirement was a unique condition to address how a multi-use site would include signage in manner consistent with Sign Code allowances for commercial without express standards for a multi-use RH zoned site. A Major Site Development Sign plan for residential signage only**

was approved in March of 2017 with the condition that a commercial sign program will still be required prior to permitting and installation of any future commercial signage.

The proposed commercial sign program includes a monument sign and canopy signs for the commercial tenants. **The proposed signage style is appropriate for commercial use and compatible with the design of the site.** A Sign Code text amendment was approved in July 2017 to allow signage on RH property with mixed uses and to define standard for sizing. **The signage is compliant with the Sign Code requirements and Urban Revitalization criteria for size and lighting standards.** Details about the specific commercial sign program are included in the addendum.

PLANNING AND ZONING COMMISSION RECOMMENDATION:

The Planning and Zoning Commission reviewed the proposed site development plan amendment and approved the proposed commercial sign program by a vote of 5-0 at on August 16, 2017. No public comments have been made about the signage request.

ALTERNATIVES:

1. The City Council can approve the Major Site Development Plan Amendment for the site to include the attached sign program for commercial signage.

Under this alternative, the City Council should understand that the conditions for sign review have been satisfied and that any future changes to signage must meet the Sign Code allowances for commercial signage in a residential zone. Staff may approve minor amendments to signage that are consistent with the approved plan.

2. The City Council can approve the Major Site Development Plan Amendment for the proposed site with conditions.
3. The City Council can refer the matter back to staff or the applicant for further information.

CITY MANAGER'S RECOMMENDED ACTION:

The Major Site Development Plan review is to determine conformance with development standards and for the appropriate arrangement and design of the use of the site. The Major Site Development Plan was approved in compliance with the development standards and included a condition to ensure the placement and design of signage would also be consistent with the Site Plan criteria. The proposed design and size of signs meets Sign Code requirements and Urban Revitalization criteria and is appropriately situated for the site design.

Therefore, the City Manager recommends the City Council adopt Alternative 1 to approve the sign program.

ADDENDUM

Project Description:

The commercial sign program submitted by the applicant to meet the conditions of the major site plan includes a monument sign and canopy signs for commercial tenants. The proposed monument sign will be located in the northwest corner of the site, adjacent to Lincoln Way. The sign is 6 feet in height and will not exceed 20 square feet of sign area as required by the commercial sign code allowances. The ground sign will be internally-illuminated aluminum sign frame with routed/laser cut painted acrylic letters and logo. As many as four tenant panels will be on the monument sign.

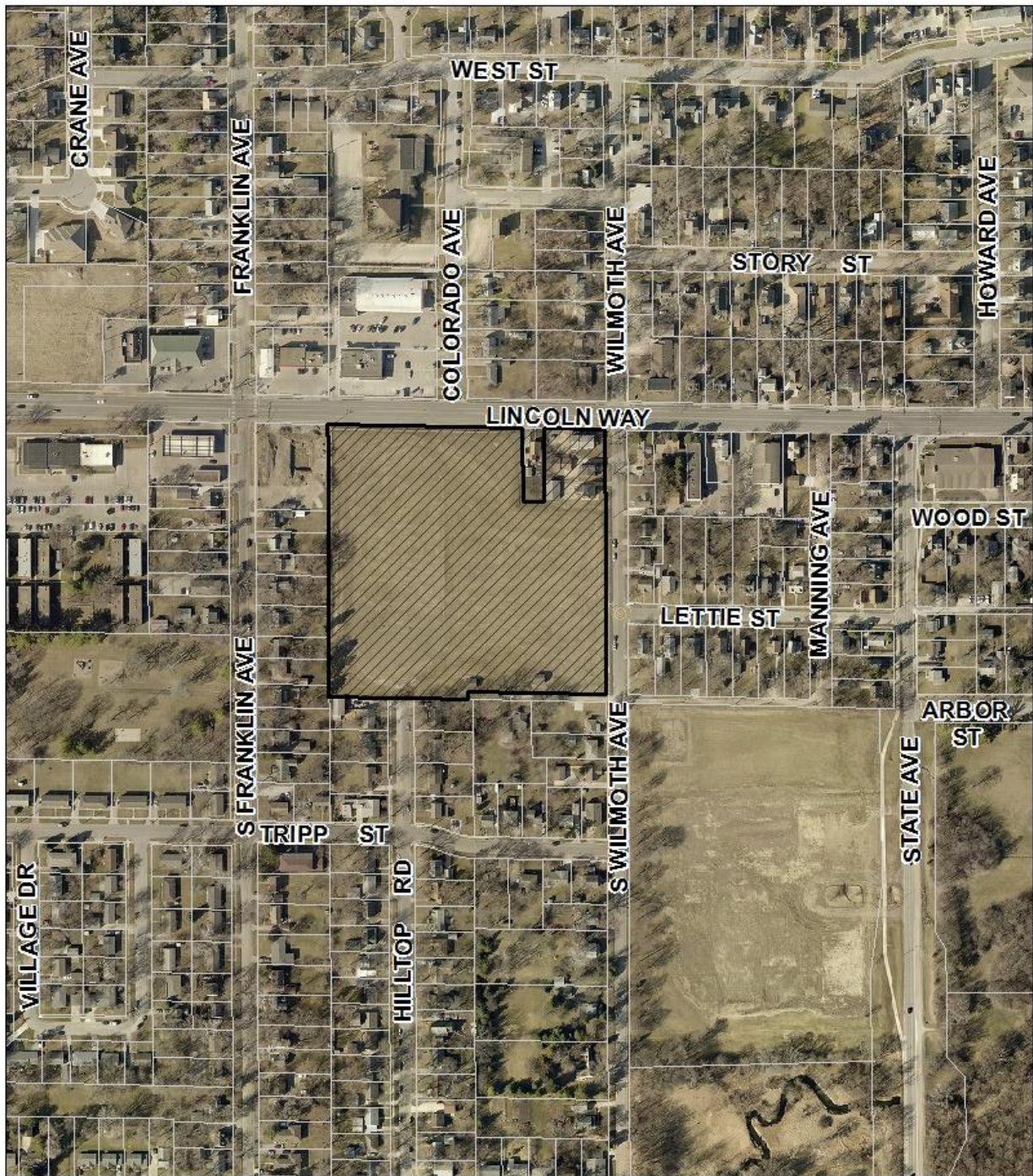
As many as 21 canopy signs will be spread across all four sides of the commercial building. The length of the canopy will vary across the 21 locations. The primary letter height is 12 inches and sign area will vary between 6 and 16 square feet for the canopy signs. The tenant signage will consist of individual letter that are no more than twelve inches in height. Each letter will be LED illuminated acrylic. The proposed signs are similar in style to recent installations in the Campustown area along Lincoln Way and Lynn Avenue. None of the canopy signs are directly abutting a residentially zoned lot. The southwest corner of the mixed-use building is approximately 75 feet from the nearest residentially zoned property. However, the tenants sign will be consistent in height and type.

Major Site Development Plan Criteria. Additional criteria and standards, beyond those of the RH Zone, apply to the review of all Major Site Development Plans. The standards are found in Ames *Municipal Code* Section 29.1502(4)(d) and include the following requirements. *When acting upon an application for a Major Site Development Plan approval, the Planning and Zoning Commission and the City Council shall rely upon generally accepted site planning criteria and design standards. These criteria and standards are necessary to fulfill the intent of the Zoning Ordinance, the Land Use Policy Plan, and are the minimum necessary to safeguard the public health, safety, aesthetics, and general welfare.*

Staff reviewed the plan for concerns that signage could have on surrounding properties due to either location or lighting. The placement of the proposed signs is in logical locations for the ground sign and immediately above commercial tenant spaces. Commercial signage at the top of the building façade is not permitted. The style of signage and illumination controls the lighting well. Staff believes the criteria used to determine compliance for the original Major Site Plan have not been affected. Attachment B includes the original Development criteria approved for the Major Site Development Plan as was approved for the overall site.

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

Attachment A- Location Map



3306 Lincoln Way

Attachment B
Major Site Development Plan Criteria
(As Previously Approved for the Project).

29.1502 (4)d. When acting upon an application for a Major Site Development Plan approval, the Planning and Zoning Commission and the City Council shall rely upon generally accepted site planning criteria and design standards. These criteria and standards are necessary to fulfill the intent of the Zoning Ordinance, the Land Use Policy Plan, and are the minimum necessary to safeguard the public health, safety, aesthetics, and general welfare. These criteria and standards include:

- 1. The design of the proposed development shall make adequate provisions for surface and subsurface drainage to limit the rate of increased runoff of surface water to adjacent and downstream property.**

The Public Works Department has reviewed the storm water management plan and finds that the proposed development can meet the required storm water quantity and quality measures by use of proposed on-site detention options.

- 2. The design of the proposed development shall make adequate provision for connection to water, sanitary sewer, electrical, and other utility lines within the capacity limits of those utility lines.**

The City is in the process of finalizing its assessment of the sanitary sewer capacity and project improvements for the west Ames area and its flow through the main in Lincoln Way. The City must make a determination of project conformance to the infrastructure capacity prior to approval of the site development plan and issuance of a building permit. Presuming City Council's commitment to improve the sanitary sewer facilities, this project can be found to conform to the City's standards. All other utilities are available to serve the site and their planned locations are shown on the civil plans.

- 3. The design of the proposed development shall make adequate provision for fire protection through building placement, acceptable location of flammable materials, and other measures to ensure fire safety.**

The fire inspector has reviewed access and fire truck circulation and found that the needs of the fire department are met. The main access points into the site from both Lincoln Way and Wilmoth are indicated as gated accessed. The Fire Department has noted their acceptance of the gates as long as security access device is provided to allow fire department access. The parking lot design provided on the site allows the turnaround space needed for fire access.

- 4. The design of the proposed development shall not increase the danger of erosion, flooding, landslide, or other endangerment to adjoining and**

surrounding property.

The proposed development is not located in a floodplain nor on or near steep slopes. It is not anticipated that this proposed development will be a danger due to its location on the site and conditions of the site.

5. Natural topographic and landscape features of the site shall be incorporated into the development design.

Currently the vacant property is fairly flat with no natural topographic or landscape features that could be incorporated into the development. A grading plan has been submitted which identifies the changes being made to the site to accommodate the proposed development.

6. The design of the interior vehicle and pedestrian circulation shall provide for convenient flow of vehicles and movement of pedestrians and shall prevent hazards to adjacent streets or property.

Access is provided from Lincoln Way to the north into the development and from Wilmoth Avenue to the east. The on-site sidewalks will connect with the existing sidewalk along Lincoln Way as well as to the sidewalks along Wilmoth Avenue. The gated entrances to the commercial parking are not anticipated to cause access issues for waiting vehicles due to automatic electronic opening devices used by residents.

7. The design of outdoor parking areas, storage yards, trash and dumpster areas, and other exterior features shall be adequately landscaped or screened to minimize potential nuisance and impairment to the use of adjoining property.

The design exceeds the minimum buffer requirements of an L3 with a combination of trees and shrubs and a 6-foot fence with a 10 foot area along the west property lines and north property lines. The facilities are located in excess of 30 feet from the south property line and 25 feet from the east property line. The dumpster locations are as close as ten feet from the property lines. The developer believes they facilities are sized to allow for once or twice a week pick up which minimizes potential for impairment of use of adjoining property.

8. The proposed development shall limit entrances and exits upon adjacent streets in order to prevent congestion on adjacent and surrounding streets and in order to provide for safe and orderly vehicle movement.

The north driveway is required to have the developer complete a turn lane extension for safe access to the site. The improvement will be coordinated with a City intersection project at Franklin. The improvements will be completed in the summer of 2017.

9. Exterior lighting shall relate to the scale and location of the development in order to maintain adequate security, while preventing a nuisance or hardship to adjacent property or streets.

With the pole heights of 25 and 20 feet and use of wall packs for sidewalk lighting the plans meets the interest of appropriate scale and location of lighting. The lighting plan demonstrates minimal light trespass with lighting levels projected at 0.5 foot candles or less along the property lines.

10. The proposed development shall ensure that dust and other forms of air pollution, noise disturbances, odor, glare, and other nuisances will be limited to acceptable levels as prescribed in other applicable State and City regulations.

The proposed commercial use is not expected to generate nuisances as it meets city design requirements and will operate in a manner consistent with other similar uses throughout the city.

11. Site coverage, building scale, setbacks, and open spaces shall be in proportion with the development property and with existing and planned development and structures, in adjacent and surrounding property.

A major consideration in the layout of the site was to have commercial along Lincoln Way and to have as much separation of the apartment buildings from adjacent properties. The development has satisfied these interests with the mixed use building location and the centralized location of the apartments, the closet abutting home to apartment building is estimated at 140 feet. The open spaces in the plan are designed to allow for separation of uses from the adjacent properties and for screening. The areas are large enough to ensure the landscaping will be able to mature and achieve the goal of softening the appearance of the site and to provide screening. Common open space for residents in proposed within internal courtyards that are not likely to have an adverse effect on the surroundings. Additionally, the limit of 3 stories for the buildings makes them compatible with their surroundings which are a mix of one and two-story structures in the immediate vicinity and larger structures to the west and east along Lincoln Way.

Staff has proposed conditions to address the building scale and appearance of the Wilmoth Building B in attempt to provide more interest to its front façade due to its length and prominent location at the front yard setback. Additional conditions are recommended to address minor details in the landscape plan, fence requirements, and uses of the commercial building with the intent of maintaining window transparency along Lincoln Way. Overall the proposed plan meets this criterion through the location of buildings and the use of architectural treatments with high quality building materials to create visual interest that supports the building scale and relationship to its surroundings.

Attachment C- Proposed Commercial Sign Program



DODD CREATIVE GROUP

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3720 Canton St. Suite 200 Dallas, TX 75226

CLIENT: ASPEN HEIGHTS

PROJECT: ASPEN HEIGHTS - AMES

SIGN TYPE: RETAIL MONUMENT

QTY
1

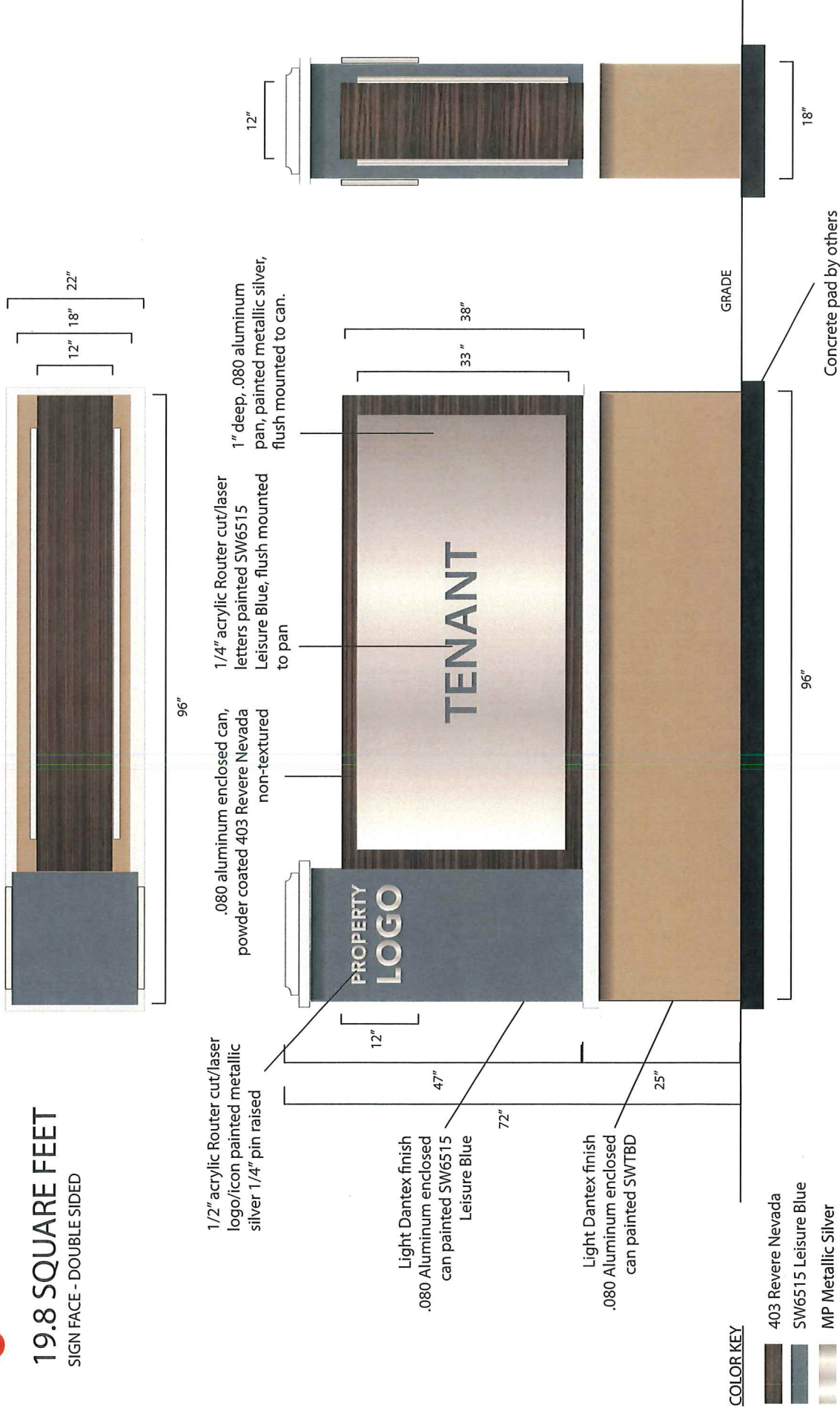
All designs, creatives and layouts represented in these drawings are the sole property of Dodd Creative Group, LP. No part of these designs and drawings may be used or duplicated without the express written permission of Dodd Creative Group, LP.

RETAIL MONUMENT WITH ONE TENANT - OPTION 1

A

19.8 SQUARE FEET

SIGN FACE - DOUBLE SIDED





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3720 Canton St. Suite 200 Dallas, TX 75226

CLIENT: ASPEN HEIGHTS

PROJECT: ASPEN HEIGHTS - AMES

SIGN TYPE: RETAIL MONUMENT

QTY

1

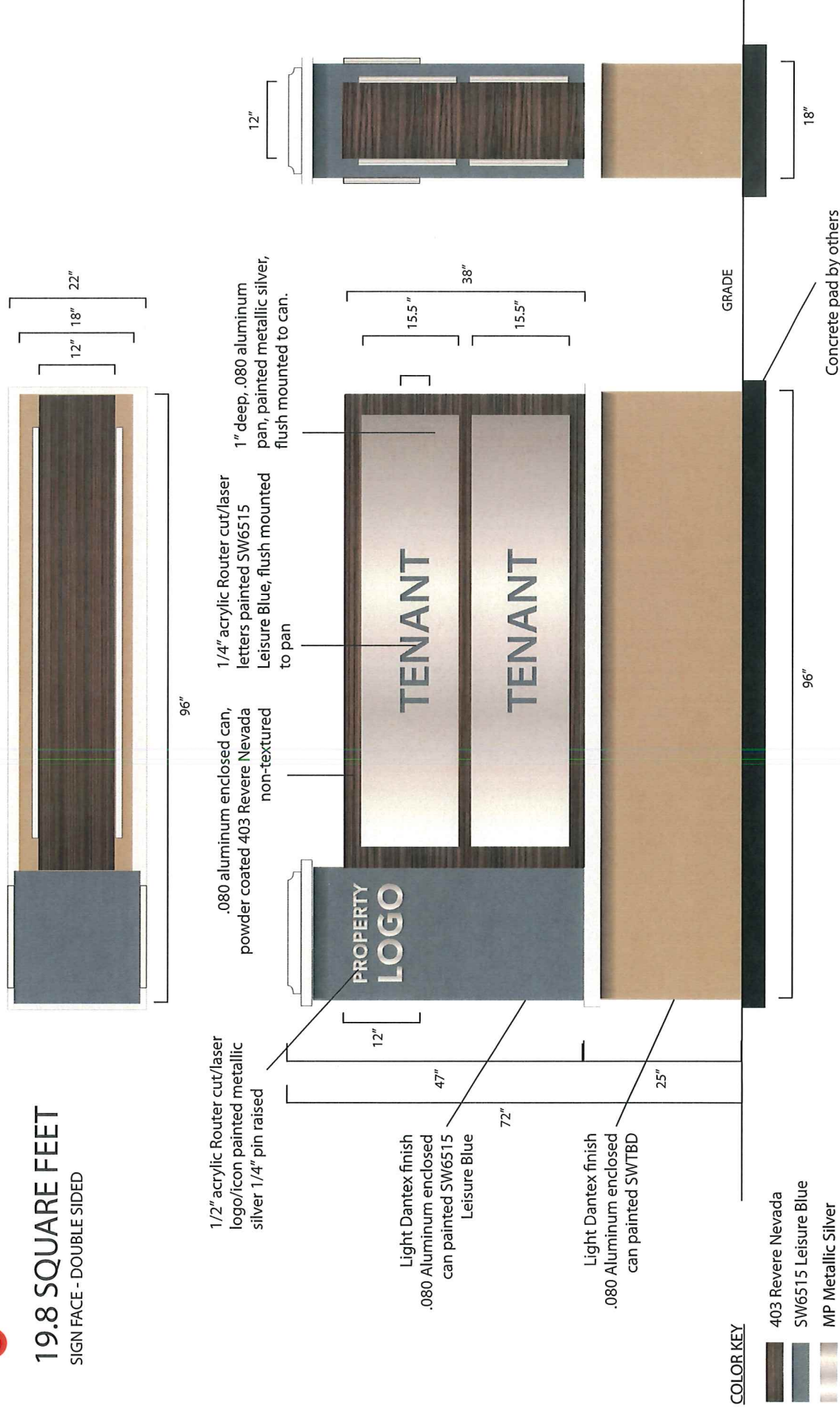
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RETAIL MONUMENT WITH TWO TENANTS - OPTION 2

B

19.8 SQUARE FEET

SIGN FACE - DOUBLE SIDED



COLOR KEY

- 403 Revere Nevada
- SW6515 Leisure Blue
- MP Metallic Silver
- Oracal White Vinyl
- SW 7549 Studio Taupe



DODD CREATIVE GROUP

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3720 Canton St. Suite 200 Dallas, TX 75226

CLIENT: ASPEN HEIGHTS

PROJECT: ASPEN HEIGHTS - AMES

SIGN TYPE: RETAIL MONUMENT

QTY
1

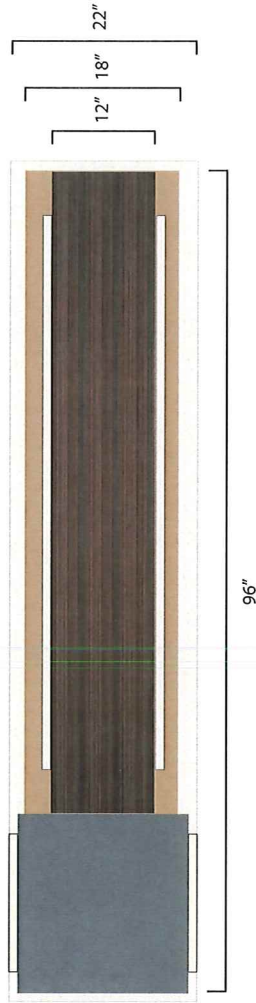
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RETAIL MONUMENT WITH THREE TENANTS - OPTION 3



19.8 SQUARE FEET

SIGN FACE - DOUBLE SIDED

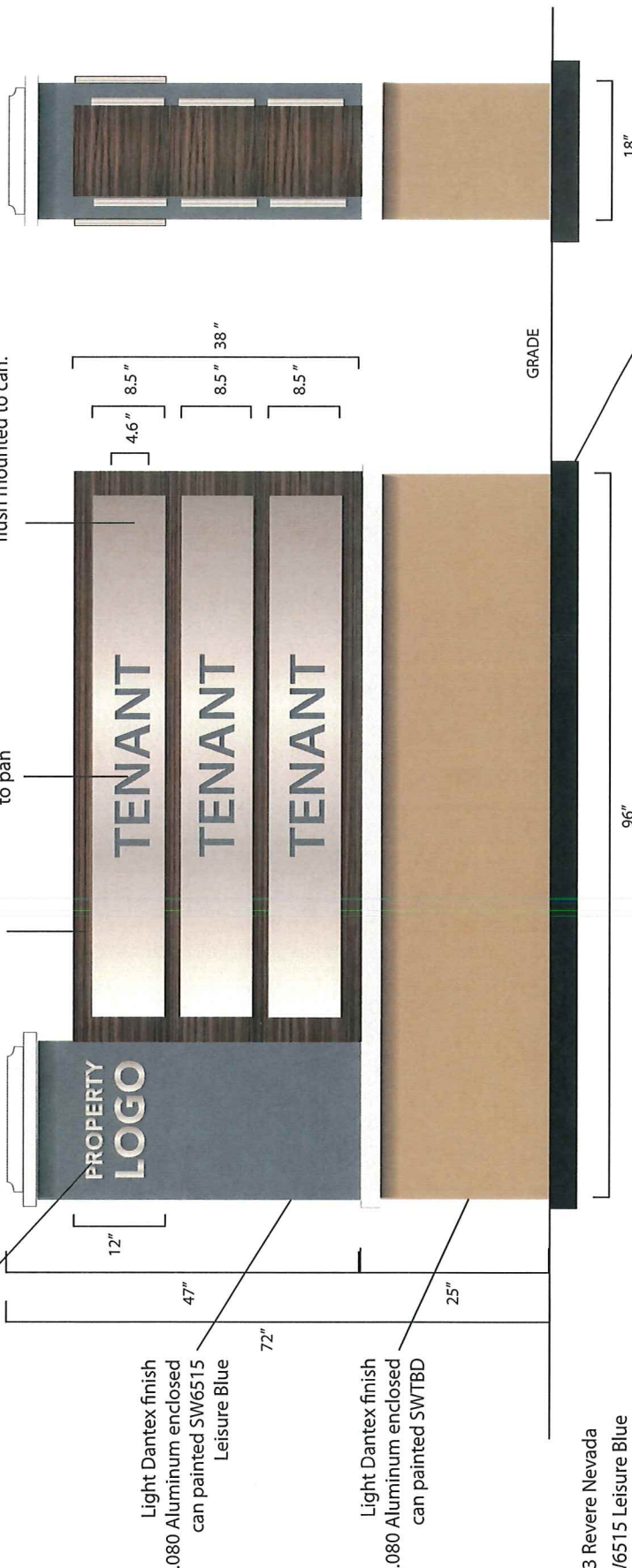


1/2" acrylic Router cut/laser logo/icon painted metallic silver 1/4" pin raised

.080 aluminum enclosed can, powder coated 403 Revere Nevada non-textured

1/4" acrylic Router cut/laser letters painted SW6515 Leisure Blue, flush mounted to pan

1" deep, .080 aluminum pan, painted metallic silver, flush mounted to can.



COLOR KEY

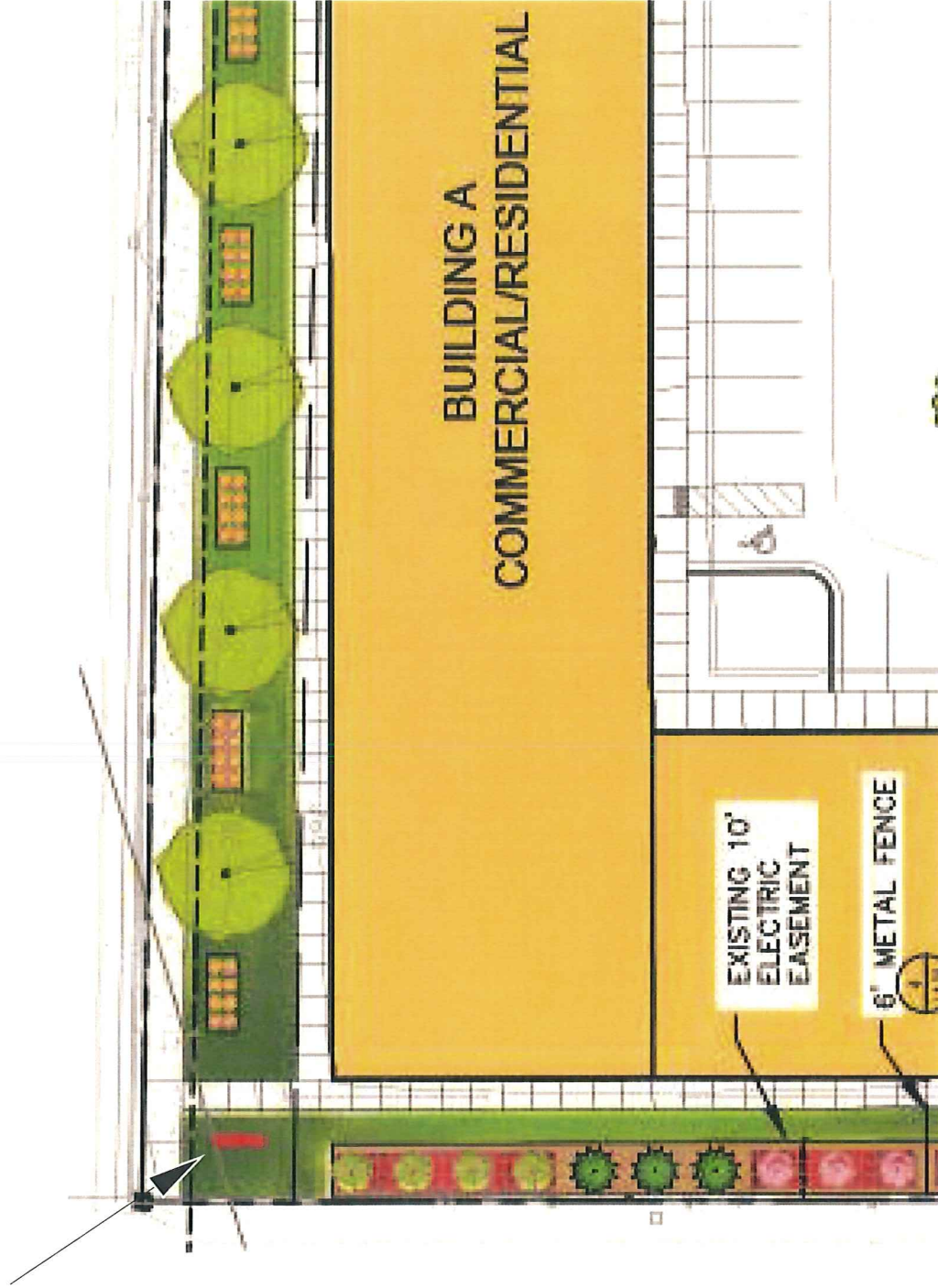
- 403 Revere Nevada
- SW6515 Leisure Blue
- MP Metallic Silver
- Oracal White Vinyl
- SW 7549 Studio Taupe

Concrete pad by others

SIGN FACE - DOUBLE SIDED



RETAIL MONUMENT LOCATION





DODD CREATIVE GROUP

doddcreative.com | P 214 821 6990 | F 214 821 6992
3720 Canton St. Suite 200 Dallas, TX 75226

CLIENT: ASPEN HEIGHTS
PROJECT: ASPEN HEIGHTS - AMES
SIGN TYPE: RETAIL CANOPIES

QTY
1

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RETAIL CANOPIES





DODD CREATIVE GROUP

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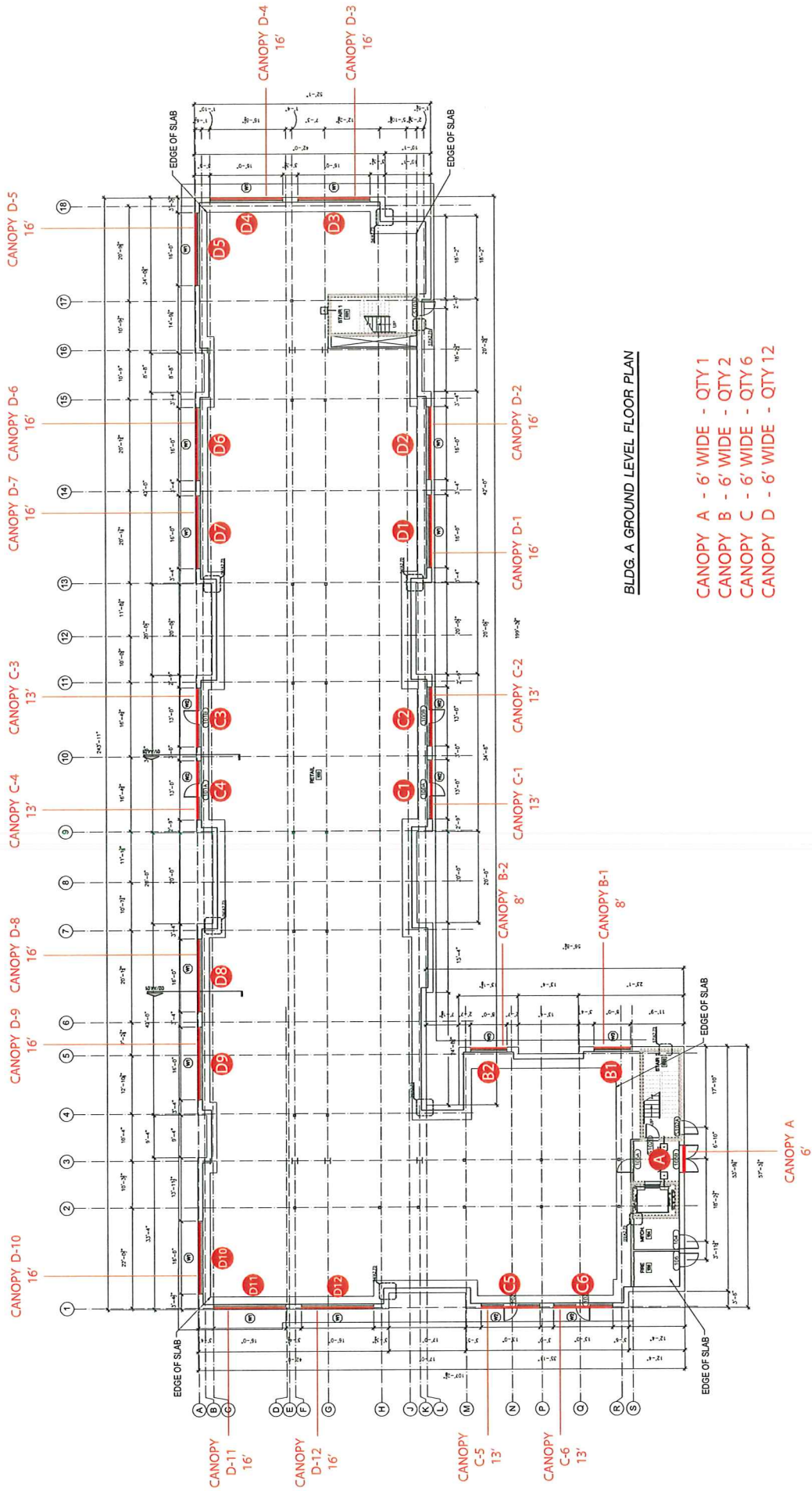
3720 Canton St. Suite 200 Dallas, TX 75226

CLIENT: ASPEN HEIGHTS
PROJECT: ASPEN HEIGHTS - AMES
SIGN TYPE: RETAIL CANOPIES

QTY
1

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RETAIL CANOPIES



BLDG. A GROUND LEVEL FLOOR PLAN

CANOPY A - 6' WIDE - QTY 1
CANOPY B - 6' WIDE - QTY 2
CANOPY C - 6' WIDE - QTY 6
CANOPY D - 6' WIDE - QTY 12



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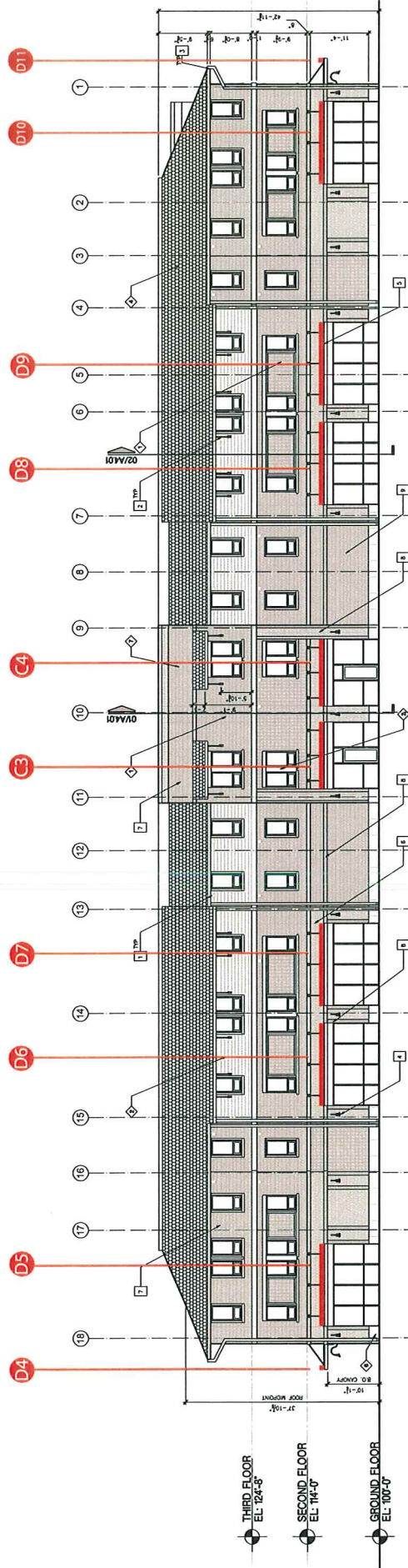
PROJECT: ASPEN HEIGHTS - AMES

SIGN TYPE: RETAIL CANOPIES

QTY
1

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RETAIL CANOPIES



BUILDING A - NORTH ELEVATION AVAILABLE CANOPIES



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CLIENT: ASPEN HEIGHTS

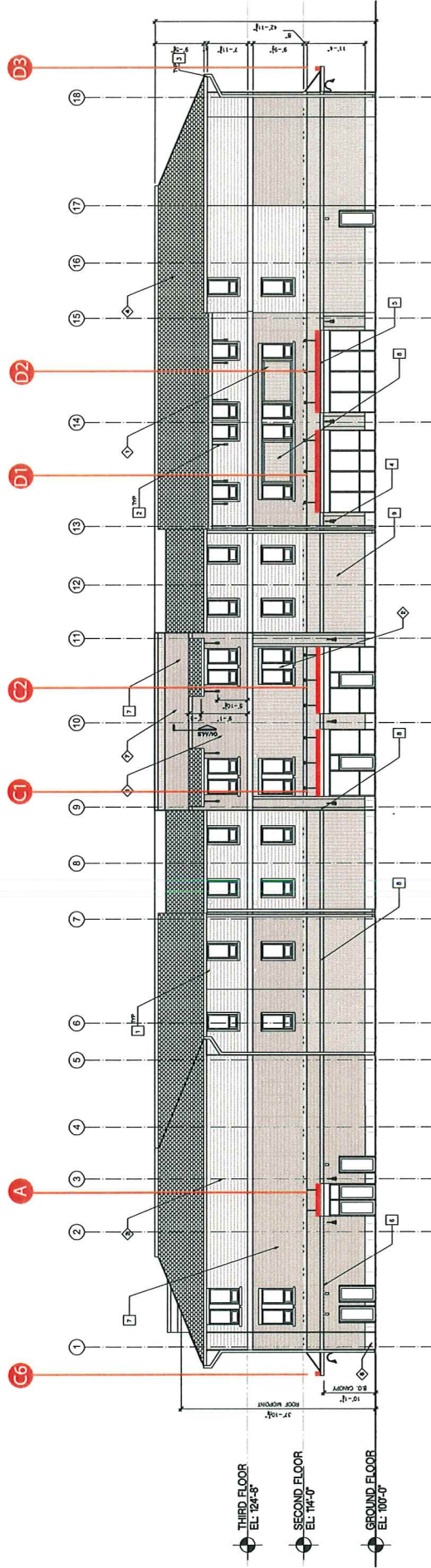
PROJECT: ASPEN HEIGHTS - AMES

SIGN TYPE: RETAIL CANOPIES

QTY
1

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RETAIL CANOPIES



BUILDING A - SOUTH ELEVATION AVAILABLE CANOPIES



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CLIENT: ASPEN HEIGHTS

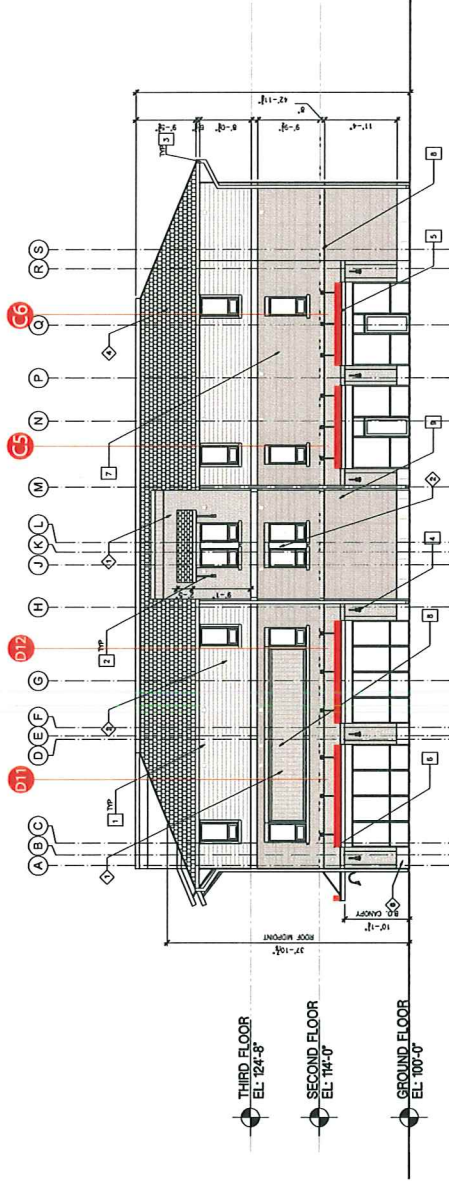
PROJECT: ASPEN HEIGHTS - AMES

SIGN TYPE: RETAIL CANOPIES

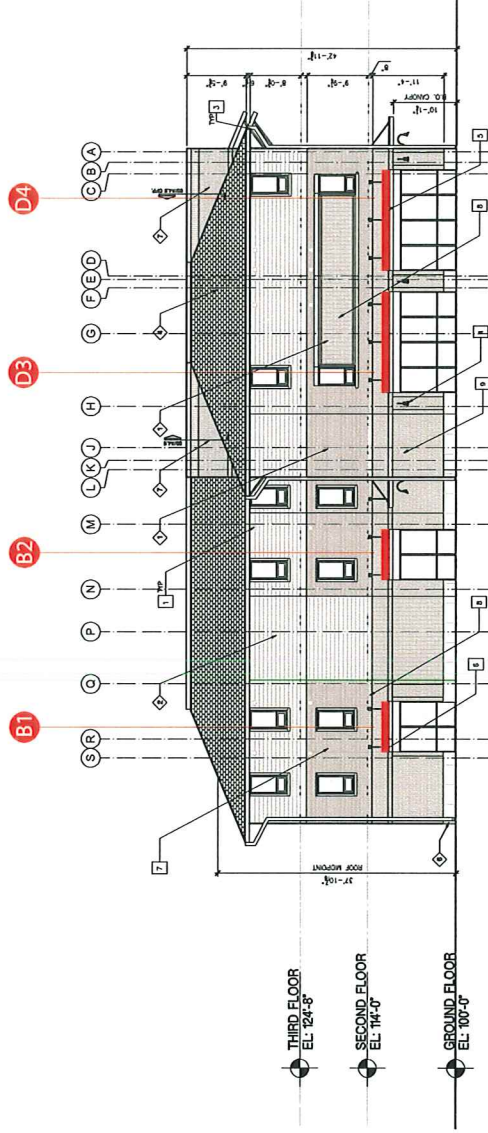
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RETAIL CANOPIES



BUILDING A - EAST ELEVATION - AVAILABLE CANOPIES



BUILDING A - EAST ELEVATION - AVAILABLE CANOPIES



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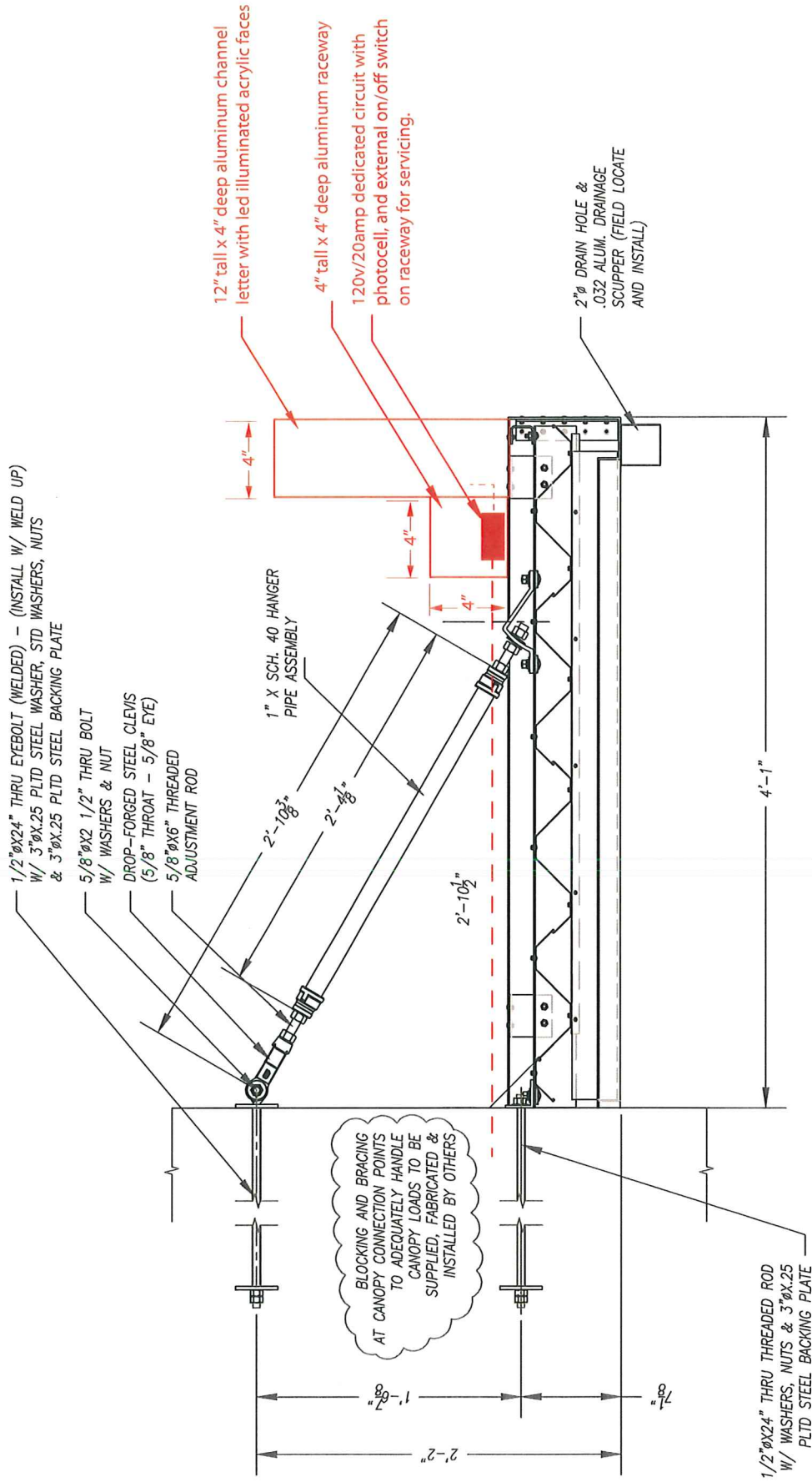
3720 Canton St. Suite 200 Dallas, TX 75226

CLIENT: ASPEN HEIGHTS
PROJECT: ASPEN HEIGHTS - AMES
SIGN TYPE: RETAIL CANOPIES

QTY
1

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RETAIL CANOPIES



SECTION @ END CANOPY



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CLIENT: ASPEN HEIGHTS

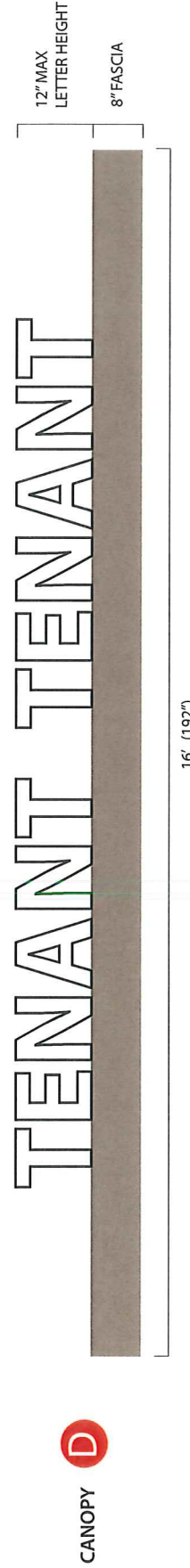
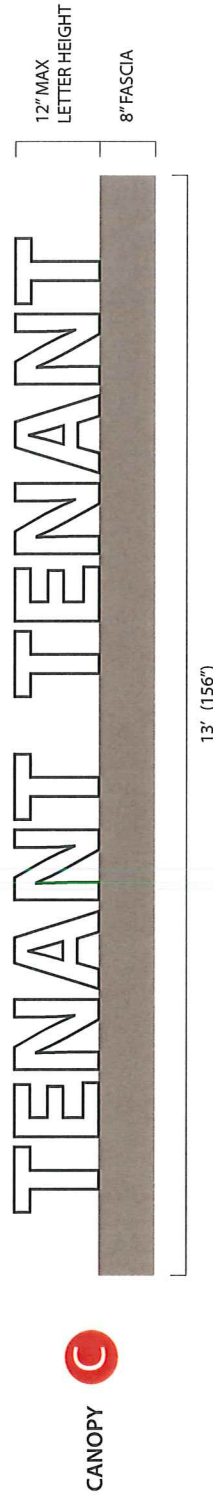
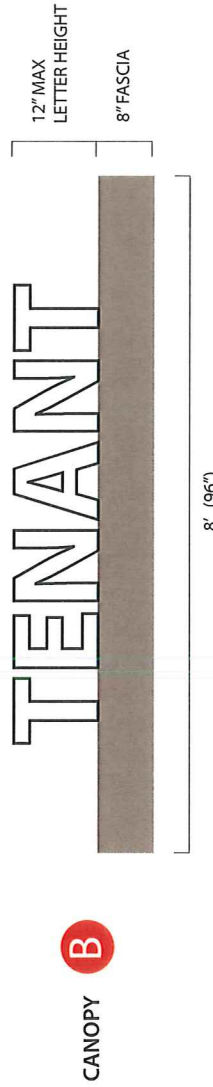
PROJECT: ASPEN HEIGHTS - AMES

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QTY
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RETAIL CANOPIES



COUNCIL ACTION FORM

REQUEST: **ZONING AGREEMENT FOR REZONING FROM PLANNED RESIDENCE DISTRICT (F-PRD) TO COMMUNITY COMMERCIAL/RESIDENTIAL (CCR) AND MASTER PLAN FOR 1114 SOUTH DAKOTA AVENUE**

BACKGROUND:

The City Council approved on July 25th rezoning of the 4.68 acre parcel on the northeast corner of South Dakota Avenue and Mortensen Road to Community Commercial/Residential Zoning with a Master Plan. The Master Plan limits uses on the site to commercial, mixed use for up to 48 units, and prohibits short term lodging. The City requires that to complete a rezoning with a Master Plan, a Zoning Agreement is agreed to by the developer. The Zoning Agreement requirements were a condition of the approval on July 25th. The Zoning Agreement is acknowledgement by the developer to abide by the restrictions of the master plan. The template Zoning Agreement and Master Plan are attached.

ALTERNATIVES:

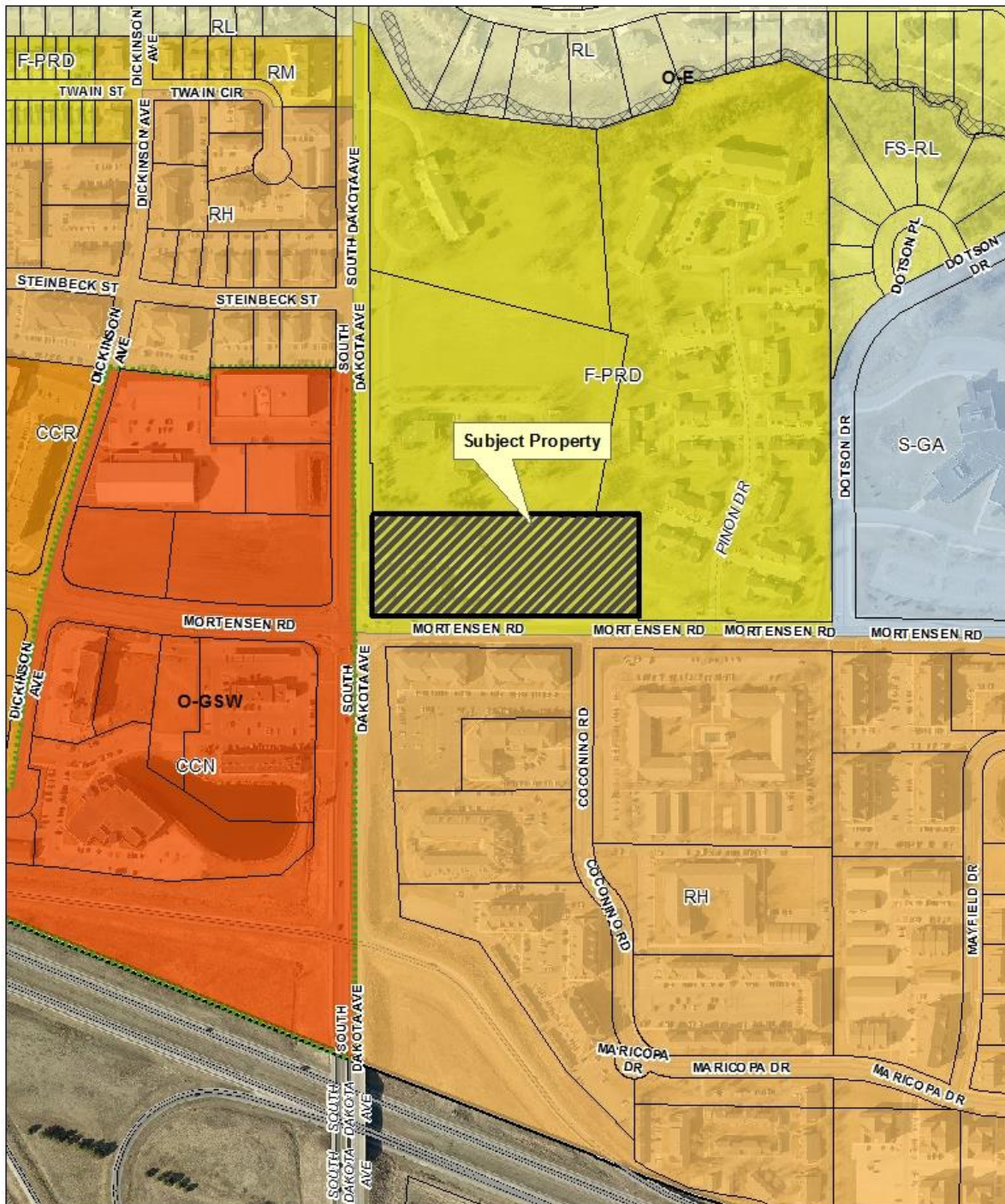
1. The City Council can approve both the Zoning Agreement and third reading of the rezoning of the site from F-PRD-Planned Residence District to CCR-Community Commercial/Residential with the attached Master Plan that allows office, commercial development, limits residential develop to 48 – one and two bedrooms, and prohibits short term lodging.
2. The City Council can decide not to approve the third reading of the rezoning of the site from F-PRD-Planned Residence District to CCR-Community Commercial/Residential nor the attached Zoning Agreement if the City Council finds that the City's regulations and policies are not met.

CITY MANAGER'S RECOMMENDED ACTION:

Upon receipt of the signed Zoning Agreement, the developer will have completed the condition of approval of the zone change. The agreement requires the developer to comply with the requirements of the Master Plan.

Therefore, the City Manager recommends Alternative 1 upon receipt of the signed agreement prior the City Council meeting.

Attachment A: Location and Current Zoning



1114 South Dakota Avenue



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

Prepared by: Mark O. Lambert, City of Ames Legal Department, 515 Clark Ave., Ames, IA 50010; 515-239-5146
Return to: Ames City Clerk, Ames City Hall, 515 Clark Ave., P.O. Box 511, Ames, IA 50010

**ZONING AGREEMENT FOR ADOPTION OF
THE MASTER PLAN FOR
1114 SOUTH DAKOTA AVENUE**

THIS AGREEMENT, made and entered into this ____ day of _____, 2017, by and between the City of Ames, Iowa (hereinafter called "City") and Dickson D. Jensen and Luann C. Jensen (hereinafter called "Developer"), its successors and assigns, both collectively being referred to as the "Parties,"

WITNESSETH THAT:

WHEREAS, the Parties hereto desire the improvement and development of an area which is addressed at 1114 South Dakota Avenue (hereinafter referred to as the "Site"); and

WHEREAS, the Site is designated on the City of Ames Land Use Policy Plan as Residential Low Density and the Developer is seeking rezoning of the Site from the current zoning of Planned Residence District (F-PRD) to Community Commercial/Residential (CCR) consistent with the Future Land Use Map and the goals and objectives of the Land Use Policy Plan; and

WHEREAS, the City Council required that a Master Plan be submitted as part of a rezoning of property to a district having a 'CCR' designation;

WHEREAS, the Developer has submitted a Master Plan in conformance with the requirements set forth in Ames Municipal Code section 29.1507(4); and

WHEREAS, Ames Municipal Code section 29.1507(5) requires approval of a zoning agreement when a Master Plan is required and that all development of the Site comply with the Master Plan.

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

I.

1114 SOUTH DAKOTA AVENUE MASTER PLAN ADOPTED

The Master Plan set forth at Attachment A and incorporated by reference in this agreement shall be the Master Plan for 1114 South Dakota Avenue.

II.

NON-INCLUSION OF OTHER OBLIGATIONS

The Parties acknowledge and agree that this Agreement is being executed to fulfill a specific requirement of section 29.1507(5) of the Ames Municipal Code. It is also understood that this Agreement supplements but does not replace or supersede any agreements made with the City or third parties as necessary to complete annexation.

The Parties understand that the Master Plan adopts a general conceptual plan for development, without review or approval of specific subdivision plats or site plans for development of the Site. The Parties therefore acknowledge that the Master Plan adoption does not anticipate or incorporate all the additional approvals or requirements that may be required to properly and completely develop the Site and does not relieve the developer of compliance with other provisions of the Ames Municipal Code, the Iowa Code, SUDAS, or other federal, state or local laws or regulations.

III.

MODIFICATION OF AGREEMENT

Any modifications or changes to the Master Plan shall be undertaken in accordance with the process provided for in Ames Municipal Code section 29.1507(5).

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed effective as of the date first above written.

(Signatures on following page)

DICKSON D. JENSEN

CITY OF AMES, IOWA

By _____
Dickson D. Jensen

By _____
Ann H. Campbell, Mayor

STATE OF IOWA, COUNTY OF STORY, ss:

Attest _____
Diane R. Voss, City Clerk

This instrument was acknowledged before me on _____, 2017, by Dickson D. Jensen.

STATE OF IOWA, COUNTY OF STORY, ss:

Notary Public in and for the State of Iowa

On this _____ day of _____, 2016, before me, a Notary Public in and for the State of Iowa, personally appeared Ann H. Campbell and Diane R. Voss, to me personally known, who, being by me duly sworn, did say that they are the Mayor and City Clerk, respectively, of the City of Ames, Iowa; that the seal affixed to the foregoing instrument is the corporate seal of the corporation; and that the instrument was signed and sealed on behalf of the corporation by authority of its City Council, as contained in Resolution No. _____ adopted by the City Council on the _____ day of _____, 2016, and that Ann H. Campbell and Diane R. Voss acknowledged the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the corporation, by it voluntarily executed.

LUANN C. JENSEN

By _____
Luann C. Jensen

Notary Public in and for the State of Iowa

STATE OF IOWA, COUNTY OF STORY, ss:

This instrument was acknowledged before me on _____, 2017, by Luann C. Jensen.

Notary Public in and for the State of Iowa

[illegible]

A circular track with a circumference of 200m. A vertical line segment is drawn from the center to the top edge, representing the starting line. The track is divided into four equal quadrants by a horizontal and a vertical line. The top edge is labeled with distances: 0, 25', 50', 75', 125', and 200'.

PROJECT LOCATION

Map of Ames, Iowa, showing the project location. The map includes labels for various locations: Jensen Property Management, Haverkamp Properties Apartments in Ames, Sleep Inn & Suites Ames near ISU Campus, Hilton Garden Inn Ames, Ames Pet Hospital, PC, Perfect Gummies, West Towne Pub, Kum & Go, VisionBank, RedBox, The Rose of Ames, The Waterford at Ames, Ames near ISU Campus, and Ames near ISU Campus. The map also shows major roads like Durbin Ave, Mortenson Rd, and South Durbin Ave.

