

AGENDA
REGULAR MEETING OF THE AMES CONFERENCE BOARD
AND REGULAR MEETING OF THE AMES CITY COUNCIL
COUNCIL CHAMBERS - CITY HALL
JANUARY 23, 2018

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.

REGULAR MEETING OF THE AMES CONFERENCE BOARD

CALL TO ORDER: 6:00 p.m.

1. Roll Call
2. Motion approving Minutes of February 28, 2017
3. Discussion of City Assessor's budget proposals:
 - a. Motion approving recommendations of Assessor's report
 - b. Motion to receive proposed budget (adoption of budget will occur after hearing is held)
 - c. Motion to set 6:00 p.m. on February 27, 2018, as date of public hearing on proposed FY 2018/19 City Assessor's budget
4. Resolution approving appointment of Bill Whitman to Board of Review

CONFERENCE BOARD COMMENTS:

ADJOURNMENT:

REGULAR MEETING OF AMES CITY COUNCIL*

*The Regular Meeting of the Ames City Council will immediately follow the Regular Meeting of the Ames Conference Board.

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

1. Motion approving payment of claims
2. Motion approving Minutes of Regular Meeting of January 9, 2018, and Special Meeting of January 13, 2018
3. Motion approving Report of Contract Change Orders for January 1-15, 2018
4. Motion approving 5-day (February 2-February 6) Class C Liquor License for Dublin Bay at Ames Ford Lincoln, 123 Airport Road
5. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class A Liquor – American Legion, Ames Post 37, 225 Main Street
 - b. Class C & Outdoor Service – Chipotle Mexican Grill, 435 S. Duff Avenue, Ste. 102
 - c. Class B Beer & Outdoor Service – Torrent Brewing Co. LLC, 504 Burnett Avenue
 - d. Class C Liquor & Outdoor Services – West Towne Pub, 4518 Mortensen Road, Ste. 101
 - e. Class C Liquor & Outdoor Services – Dublin Bay, 320 S. 16th Street
 - f. Special Class C Liquor – Shogun of Ames, 3704 Lincoln Way
6. Motion approving ownership change for Class E Liquor, C Beer, & B Wine Permit for Wal-Mart

Supercenter #4256, 534 S. Duff Avenue

7. Motion approving ownership change for Class A Liquor License & Outdoor Service for Elks Lodge, 522 Douglas Avenue
8. Motion approving ownership change for Class C Liquor License & Outdoor Service for Buffalo Wild Wings, 400 S. Duff Avenue
9. Motion approving Council Member Tim Gartin's membership on Iowa League of Cities' Education Committee
10. Resolution setting February 13, 2018, as date of public hearing on adoption of 2017 Edition of the National Electric Code, with one local and two State of Iowa amendments
11. Resolution approving Quarterly Investment Report for period ending December 31, 2017
12. Resolution approving Agreement with ICMA-RC to act as City's 457(b) Plan Administrator through December 31, 2022
13. Resolution accepting Ames Municipal Utility Retirement System Report
14. Resolution approving Fats, Oils and Grease (FOG) percentage calculations
15. Resolution awarding contract to Vertical VAR, LLC, of Chamblee, Georgia, in the amount of \$75,600 for replacement of IBM Power6 Server with IBM Power8 Server
16. Resolution awarding contract to IP Pathways, LLC, of Urbandale, Iowa, in the amount of \$108,682.84 for implementation of integrated network storage solution
17. Requests from Main Street Cultural District (MSCD) for MusicWalk on Friday, April 6:
 - a. Motion approving blanket Temporary Obstruction Permit and blanket Vending License in Central Business District
 - b. Resolution approving closure of 11 metered parking spaces for food trucks and musicians
 - c. Resolution approving waiver of parking meter fees and enforcement, usage and waiver of electrical fees, and waiver of fee for blanket Vending License for MSCD from 3:00 p.m. to 9:00 p.m.
18. Requests from Main Street Cultural District (MSCD) for ArtWalk on Friday, June 1:
 - a. Motion approving blanket Temporary Obstruction Permit and blanket Vending License in Central Business District
 - b. Resolution approving closure of two metered parking spaces for wood carver
 - c. Resolution approving waiver of parking meter fees and enforcement, usage and waiver of electrical fees, and waiver of fee for blanket Vending License for MSCD from 3:00 p.m. to 8:30 p.m.
 - d. Resolution approving use of Tom Evans Plaza
 - e. Resolution approving closure of 400 block of Kellogg Avenue for Youth & Shelter Services activities
19. 4th of July Activities:
 - a. Requests of City of Ames:
 - i. Resolution approving closure of Clark Avenue between 5th Street and 6th Street from 5:00 p.m. on Tuesday, July 3, until conclusion of parade on July 4 and closure of City Hall Parking Lot N on July 4 for City Council Community Pancake Breakfast
 - b. Requests of Main Street Cultural District:
 - i. Motion approving blanket Temporary Obstruction Permit and blanket Vending License in Central Business District on Wednesday, July 4
 - ii. Resolution approving usage and waiver of electrical fees and waiver of fee for blanket Vending License
 - iii. Parade on Wednesday, July 4:
 - (1) Resolution approving closure of portions of Main Street, Northwestern Avenue, 5th Street, Douglas Avenue, Burnett Avenue, Kellogg Avenue, Clark Avenue, Allan Drive, and Pearle Avenue from 6:00 a.m. until end of parade
 - (2) Resolution approving closure of Parking Lot MM and south portion of Lot M and Depot Lots V and TT from 6:00 a.m. to 2:00 p.m.
20. Requests from Main Street Cultural District (MSCD) for Summer Sidewalk Sales on July 26-28:
 - a. Motion approving blanket Temporary Obstruction Permit and blanket Vending License in Central Business District

- b. Resolution approving suspension of parking regulations and enforcement for Central Business District from 8:00 a.m. to 8:00 p.m. on Saturday, July 28
 - c. Resolution approving waiver of parking meter fees and enforcement and waiver of fee for blanket Vending License
21. Requests from Main Street Cultural District (MSCD) for Oktoberfest (Rain Location) on Saturday, September 15:
 - a. Motion approving blanket Temporary Obstruction Permit and blanket Vending License in Central Business District
 - b. Resolution approving closure of Main Street from Kellogg Avenue to Douglas Avenue, including the closure of 45 metered parking spaces, from 12:00 p.m. on Friday, September 14, to 12:00 p.m. on Sunday, September 16
 - c. Resolution approving waiver of parking meter fees and enforcement, usage and waiver of electrical fees, and waiver of fee for blanket Vending License
 22. Requests from Main Street Cultural District (MSCD) for Smithsonian Institute Traveling Exhibit Opening Night Ceremony on Thursday, October 4:
 - a. Motion approving blanket Temporary Obstruction Permit and blanket Vending License in Central Business District
 - b. Resolution approving the closure of 8 metered parking spaces in the 200 block of Main Street and the closure of Douglas Avenue from Main Street to 5th Street, including the closure of 12 metered parking spaces, from 3:00 p.m. to 8:00 p.m.
 - c. Resolution approving waiver of parking meter fees and enforcement, usage and waiver of electrical fees, and waiver of fee for blanket Vending License
 23. Requests from Main Street Cultural District (MSCD) for Snow Magic on November 9 - December 24:
 - a. Motion approving blanket Temporary Obstruction Permit and blanket Vending License in Central Business District for November 9 through December 24
 - b. Resolution approving use of Tom Evans Plaza from 5:00 p.m. to 8:00 p.m. on November 9 for tree lighting ceremony
 - c. Resolution approving closure of 10 metered parking spaces within MSCD from 3:00 p.m. to 9:00 p.m. on November 9 for carriage ride passenger pick up and drop off
 - d. Resolution approving suspension of parking regulations and enforcement for Central Business District on Saturday, November 24
 - e. Resolution approving closure of Kellogg Avenue from Main Street to 5th Street, including the closure of 12 metered parking spaces, from 8:00 a.m. to 1:00 p.m. on December 8 for Santa's Train
 - f. Resolution approving waiver of parking meter fees and enforcement, usage and waiver of electrical fees, and waiver of fee for blanket Vending License
 24. Resolution approving preliminary plans and specifications for 2016/17 Traffic Signal Program (6th & Hazel/Brookridge); setting February 21, 2018, as bid due date and February 27, 2018, as date of public hearing
 25. Resolution approving preliminary plans and specifications for 2017/18 Traffic Signal Program (E Lincoln Way & Dayton); setting February 21, 2018, as bid due date and February 27, 2018, as date of public hearing
 26. Resolution approving Change Order No. 1 for 2015/16 South Skunk River Watershed Improvements (City Hall Parking Lot)
 27. Resolution accepting completion of 2007/08 Shared Use Path System Expansion (Oakwood Road)
 28. Resolution accepting completion of 2014/15 Sanitary Sewer Rehabilitation (Flood Prone Manholes)
 29. Resolution accepting completion of CyRide Concrete Replacement Project
 30. Resolution approving Plat of Survey for 23717 - 580th Avenue
 31. Resolution approving Plat of Survey for 2107 and 2113 Isaac Newton Drive

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.**

ADMINISTRATION:

32. 2018-2023 Capital Improvements Plan:
 - a. Receive public input
33. Motion denying Encroachment Permit for 2408 Chamberlain Street

PARKS & RECREATION:

34. Resolution approving/motion denying Appeal for removal of trees at 427 Lynn Avenue (Tabled from 1/09/18):
 - a. Motion providing direction to staff

PLANNING & HOUSING:

35. Staff Report regarding affordable housing options for 321 State Avenue
36. Resolution approving Minor Land Use Policy Plan Text Amendment to Urban Core section of Chapter 2, incorporating objectives of Lincoln Way Corridor Plan, providing policies for rezoning actions consistent with Corridor Plan, and establishing Downtown Gateway Focus Area as first development priority of LUPP
37. Staff Report on tennis facilities in ISU Research Park

POLICE:

38. Staff Report on Body-Worn Cameras

ORDINANCES:

39. 415 Stanton Avenue (Old Crawford School) [Tabled from 12/19/17 and 1/09/18]:
 - a. Resolution approving Contract Rezoning Agreement
 - b. Third passage and adoption of ORDINANCE NO. 4330 rezoning property at 415 Stanton Avenue from Government/Airport Zoning District (S-GA) to Residential High-Density Zoning District (RH)
40. First passage of ordinance amending *Municipal Code* Chapter 28 to incorporate Pretreatment local limits table
41. Revisions to Official Parking Meter Map pertaining to stalls located on Stanton Avenue:
 - a. Resolution rescinding Resolution No. 17-636
 - b. First passage of ordinance changing three parking stalls in front of 119 Stanton Avenue to two 15-minute parking stalls and one Loading Zone stall (second and third readings and adoption requested)
42. Second passage of ordinance rezoning property at 3504 Grand Avenue from Residential High Density (RH) to Neighborhood Commercial (NC)

HEARINGS:

43. Hearing on State Revolving Fund Clean Water Loan for WPC Bar Screen Improvements:
 - a. Resolution instituting proceedings to enter into Loan and Disbursement Agreement in a principal amount not to exceed \$1,001,000
44. Hearing on 2017/18 Shared-Use Path System Expansion (Mortensen Road):
 - a. Resolution approving final plans and specifications and awarding contract to Con-Struct, Inc., of Ames, Iowa, in the amount of \$128,280.00

DISPOSITION OF COMMUNICATIONS TO COUNCIL:

COUNCIL COMMENTS:

ADJOURNMENT:

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

**MINUTES OF THE REGULAR MEETING OF THE
AMES CONFERENCE BOARD AND
REGULAR MEETING OF THE AMES CITY COUNCIL**

AMES, IOWA

FEBRUARY 28, 2017

REGULAR MEETING OF THE AMES CONFERENCE BOARD

The regular meeting of the Ames Conference Board was called to order by Chair Ann Campbell at 5:30 p.m. on February 28, 2017. Present from the Ames City Council were Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, Chris Nelson, and Peter Orazem. Story County Board of Supervisors present were Lauris Olson and Rick Sanders. Representing the Ames Community School Board were Lewis Rosser and Bill Talbot. Gilbert Community School District and United Community School District were not represented.

MINUTES OF JANUARY 24, 2017, MEETING OF THE CONFERENCE BOARD: Moved by Talbot, seconded by Sanders, to approve the Minutes of the January 24, 2017, meeting of the Ames Conference Board.

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

APPOINTMENT TO BOARD OF REVIEW: Moved by Betcher, seconded by Sanders, to adopt RESOLUTION NO. 17-066 approving the appointment of Ron Murphy to the Board of Review.

Roll Call Vote: 3-0. Resolution declared adopted unanimously, signed by the Chair, and hereby made a portion of these Minutes.

PUBLIC HEARING ON PROPOSED 2017/18 BUDGET FOR CITY ASSESSOR'S OFFICE: Chairperson Campbell opened the public hearing. After no one came forward to speak, the hearing was closed.

Moved by Talbot, seconded by Nelson, to adopt the FY 2017/18 budget for the Ames City Assessor's Office.

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

ADJOURNMENT: Moved by Betcher to adjourn the Ames Conference Board at 5:34 p.m.

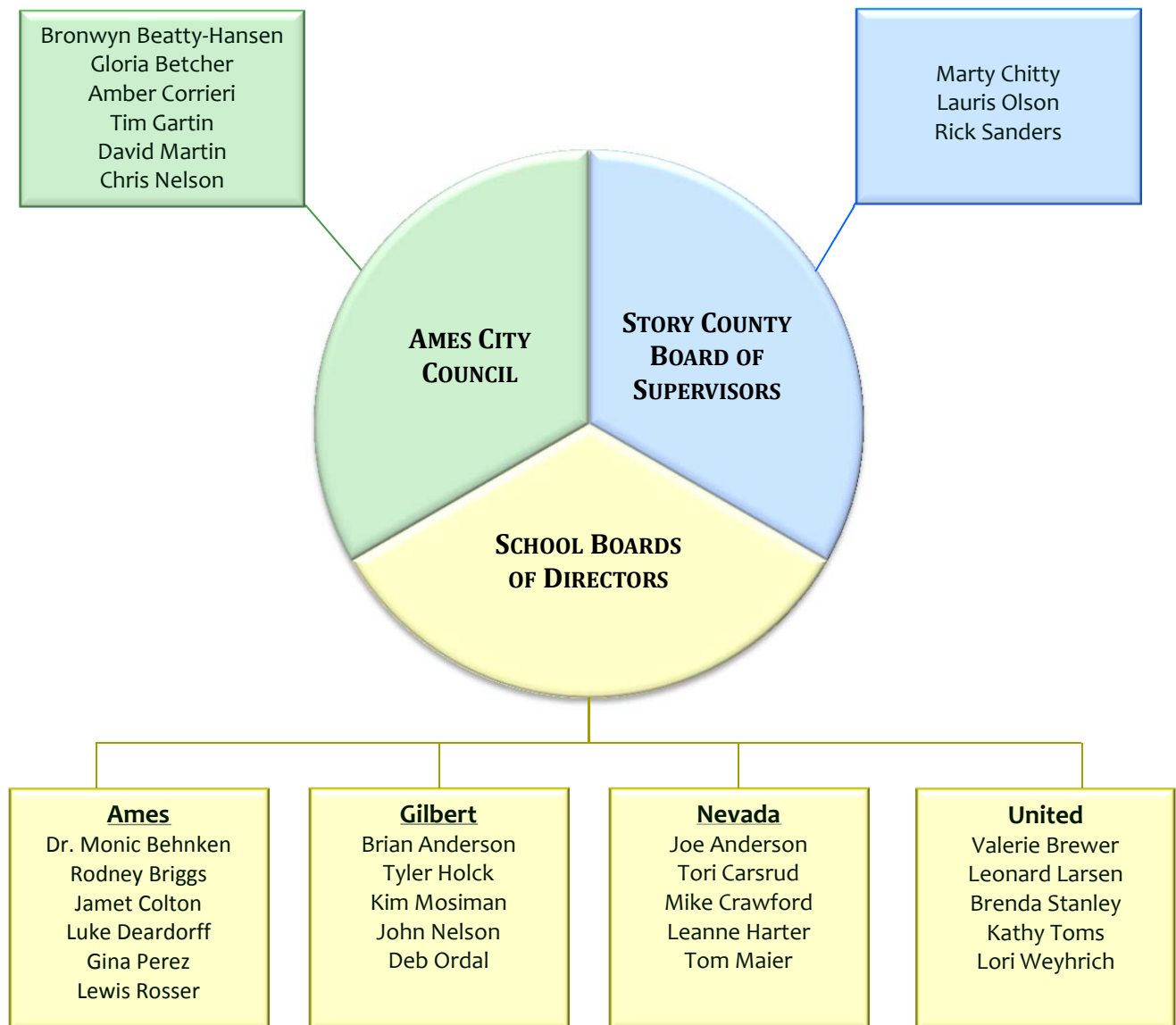
Diane R. Voss, City Clerk

Ann H. Campbell, Chair

Gregory Lynch, City Assessor

City Assessor's 2018-2019 Annual Report To the Ames City Conference Board

CHAIRPERSON:
Ames Mayor John Haila



Ames City Assessor's Budget Proposal for the 2018-2019 Fiscal Year
For the Conference Board meeting at 5:30 p.m. on January 23, 2018

The following report outlines the structure, programs, duties and activities of the Ames City Assessor's Office.

The Mini Conference Board met January 11, 2018, to review the Assessor's budget proposal. Members present were Chris Nelson, Ames City Council; and Gina Perez, Ames School Board of Directors. Also present were Brenda Swaim (City Assessor), Dawn Tank (City Assessor) and Lisa Henschel (City Assessor).

CONFERENCE BOARD

Iowa assessment laws can be found in Chapter 441 of the *Iowa Code*. Other chapters affect the process, and there are numerous administrative rules. The *Code* creates a Conference Board for each county. City Assessors are optional for cities with populations over 10,000. City Assessors are created by ordinance and a Conference Board is automatically created. The City Conference Board includes the City Council, School Boards of Directors (Ames, Gilbert, Nevada and United Community) and County Board of Supervisors. The Mayor is chairperson. The Conference Board votes as three voting units, with a majority of the members present for each unit determining the unit's vote. At least two members of a voting unit must be present in order to vote. A quorum is reached when at least two members from two units are present.

The Conference Board must meet annually to propose a budget for publication. The Board must meet again to hold a budget hearing and approve a budget. The Ames City Conference Board has used a subcommittee called the Mini Conference Board to facilitate the budget discussion. Each of the three voting bodies appoints one member to the Mini Board to conduct a preliminary meeting to discuss budget proposals with the Assessor and report back to their full body. The Mini Board has also been used to draft a personnel policy handbook and advise the Assessor on policy issues.

The Conference Board appoints the Assessor, Examining Board and Board of Review. The Examining Board is activated when the Assessor position is vacant, or in the unlikely event of a Deputy Assessor appealing a termination or disciplinary action.

BOARD OF REVIEW

The Ames Board of Review has five members. Members are appointed for staggered six-year terms. The *Code* requires members to have different occupations, and that at least one is experienced in real estate or construction. The Board of Review meets annually in a limited time frame to hear appeals. Most decisions from the Assessor can be appealed (e.g. value, classification, exemption).

Roy Zingg's term ended December 31, 2017. We thank him for his years of service. Judy Albright has moved to Ankeny and has resigned from the Board. We thank her for her years of service. This leaves two vacant positions.

Bill Whitman has submitted his application to fill one of these two vacancies. He has previously held real estate related positions with Iowa State University and is uniquely qualified. I hope that he will be appointed. The Mayor and staff are still working on filling the second vacancy. The expiration date for each current board member is as follows:

Vacant	12/31/2018	Ron Murphy	12/31/2021
Jami Larson	12/31/2019	Vacant	12/31/2022
Thomas Jackson	12/31/2020		

ASSESSOR

The Conference Board appoints, or reappoints, an assessor for a six-year term. Iowa assessors are required to pass a comprehensive examination before being eligible to be appointed. In order to be reappointed, 150 hours of state-approved continuing education, of which at least 90 hours must be tested courses, are required during the six-year term.

The main duties of the Assessor are to classify and value all taxable property in the assessment jurisdiction. Iowa law requires reassessment in odd-numbered years and notification of changes of value in even-numbered years. Even-numbered year changes are typically new construction or renovation of existing structures. In odd-numbered years, the Ames office recalculates values and sends notices to property owners.

In addition, the Assessor administers multiple credit and exemption programs. The most common are the homestead credit and military service exemption. Less common, but more problematic, are exemption claims for religious and charitable organizations and business property tax credits.

In the course of classifying and valuing property in Ames, extensive property-related information is acquired. Public information laws require, and common sense dictates, that most of this information be readily available for review. This often involves considerable time and effort, but it is an essential part of the operation.

It is also important for the Conference Board members to fully understand what the Assessor does not do:

- Does not calculate or collect taxes.
- Does not set the level of value – the Assessor measures the level of value, as indicated by sales of real property in Ames.
- Does not make the laws and rules for assessments.

The most visible function of the office tends to be providing information to the public via the Internet or through requests in the office. However, the first priority and the primary effort of the office is discovering changes in real property, such as new construction, and maintaining the classification and values for the entire tax base of Ames.

In summary, the Assessor has a variety of duties and functions and is an integral component of local government operations.

ASSESSED AND TAXABLE VALUES

The tax base changes for assessed and taxable values from 2016 to 2017 are shown in the following two tables:

Table 1. Assessed Values

Ames Taxable Valuations by Class: 100% Assessed Values (in Thousands of Dollars)				
Class	2016 Actual	2017 Actual	Difference 2016 to 2017	% Change
Ag Land & Ag Bldgs	\$ 3,652	\$ 5,382	\$ 1,730	47.4%
Residential	\$ 3,040,783	\$ 3,433,491	\$ 392,708	12.9%
Multiresidential	\$ 132,869	\$ 174,954	\$ 42,085	31.7%
Commercial	\$ 784,381	\$ 799,848	\$ 15,467	2.0%
Industrial	\$ 152,246	\$ 153,921	\$ 1,676	1.1%
Railroads & Utilities Minus Gas & Electric	\$ 13,330	\$ 13,434	\$ 104	0.8%
Total Except Gas & Electric	\$ 4,113,931	\$ 4,581,031	\$ 467,100	11.4%
Gas & Electric Valuation	\$ 24,928	\$ 29,952	\$ 5,024	20.2%
100% Assessed Values Total	\$ 4,138,859	\$ 4,610,983	\$ 472,124	11.4%
T.I.F Value Not Included	\$0	\$0	\$0	

Source: Iowa Department of Management Reports for Story County as of January 1, 2017.

Table 2. Taxable Values

Ames Taxable Valuations by Class: Rolled Back or Taxable Values (in Thousands of Dollars)				
Class	2016 Actual	2017 Actual	Difference 2016 to 2017	% Change
Ag Land & Ag Bldgs	\$ 1,735	\$ 2,931	\$ 1,196	68.9%
Residential	\$ 1,731,394	\$ 1,909,660	\$ 178,266	10.3%
Multiresidential	\$ 109,617	\$ 137,777	\$ 28,159	25.7%
Commercial	\$ 705,943	\$ 716,998	\$ 11,055	1.6%
Industrial	\$ 137,021	\$ 138,529	\$ 1,508	1.1%
Railroads & Utilities Minus Gas & Electric	\$ 12,510	\$ 12,619	\$ 108	0.9%
Total	\$ 2,698,221	\$ 2,918,513	\$ 220,293	8.2%
Military Exemptions	\$ (2,323)	\$ (2,284)	\$ 40	-1.7%
Taxable Total Except Gas & Electric	\$ 2,695,897	\$ 2,916,230	\$ 220,332	8.2%
Gas & Electric Valuation	\$ 669	\$ 7,175	\$ 6,506	972.5%
Taxable Values Total	\$ 2,696,566	\$ 2,923,405	\$ 226,838	8.4%
T.I.F Value Not Included	\$0	\$0	\$0	

Source: Iowa Department of Management Reports for Story County as of January 1, 2017.

Categorical changes of the 2017 taxable values are illustrated in the following table:

Table 3. Taxable Values

Class	2016 Taxable Value (in Thousands)	2017 Taxable Value (in Thousands)	Change from Revalue of Existing Property	Change from Class Transfers & Annexation	Net Change from New Construction & Buildings Removed	Change from Rollback Percentage	Change from New & Expiring Exemptions, TIF, Court Reductions, Equalization	Total Change 2016 to 2017 (in Thousands)
Residential	\$1,731,394	\$1,909,660	\$158,134	\$7,963	\$63,773	(\$45,260)	(\$6,345)	\$178,266
% Changes			9.1%	0.5%	3.7%	-2.6%	-0.4%	10.3%
MultiResidential	\$109,617	\$137,777	\$31,220	(\$14,200)	\$8,272	(\$6,561)	\$9,429	\$28,159
% Changes			28.5%	-13.0%	7.5%	-6.0%	8.6%	25.7%
Commercial	\$705,943	\$716,998	(\$9,997)	(\$6,192)	\$38,046	\$0	(\$10,802)	\$11,055
% Changes			-1.4%	-0.9%	5.4%	0.0%	-1.5%	1.6%
Industrial	\$137,021	\$138,529	(\$433)	\$0	\$414	\$0	\$1,527	\$1,508
% Changes			-0.3%	0.0%	0.3%	0%	1.1%	1.1%
Agricultural	\$1,735	\$2,931	(\$385)	\$206	\$46	\$374	\$956	\$1,196
% Changes			-22.2%	11.9%	2.6%	21.6%	55.1%	68.9%
Totals	\$2,685,710	\$2,905,895	\$178,539	(\$12,224)	\$110,551	(\$51,447)	(\$5,234)	\$220,184
% Changes			6.6%	-0.5%	4.1%	-1.9%	-0.2%	8.2%
<i>Note: Does not include state-assessed property</i>								

Source: 2017 Abstract of Assessment; 2017 Reconciliation Report.

Agricultural assessed values (Table 1) increased 47.4% from 2016 to 2017. This was due primarily to annexation.

Agricultural taxable values (Tables 2 & 3) experienced an increase of 68.9% from 2016 to 2017. Categorically it decreased due to revaluation. Increases were due to transfers, annexation and an increase in the rollback.

Residential assessed values (Table 1) increased 12.9% from 2016 to 2017. This was a result of revaluation, new construction and class changes from commercial.

Residential taxable values (Tables 2 & 3) experienced an increase of 10.3% from 2016 to 2017. The largest contributing factors for the increase were due to revaluation and new construction.

Multiresidential assessed values (Table 1) experienced an increase of 31.7% from 2016 to 2017. The largest contributing factors for the increase were due to revaluation and new construction.

Multiresidential taxable values (Tables 2 & 3) increased 25.7% from 2016 to 2017. This was a result of revaluation and new construction. It decreased because of class changes as well as the rollback decreasing.

Commercial assessed values (Table 1) experienced an increase of 2.0% from 2016 to 2017. This is primarily the result of new construction.

Commercial taxable values (Tables 2 & 3) experienced a similar increase of 1.6% from 2016 to 2017. The increase caused by new construction was offset by the loss caused by exemptions.

Industrial assessed values (Table 1) experienced an increase of 1.1% from 2016 to 2017. This is due to new construction.

Industrial taxable values (Tables 2 & 3) mirrored the 100% assessed values from 2016 to 2017. Categorically it increased due to revaluation and expiring exemptions; decreased because of revaluation.

Excluding railroads and utilities, the overall change for the upcoming fiscal year is 8.4% more taxable value, as shown in Table 2. This is the largest annual increase in the twelve years that I have been here.

STAFF

The full-time employees of the City Assessor's Office and their starting dates as full-time employees with this office are as follows:

▪ Gregory P. Lynch, City Assessor	February	2006
▪ Brenda M. Swaim, Chief Deputy Assessor	December	1996
▪ Judy K. Heimerman, Appraisal Technician	January	1990
▪ Dawn M. Tank, Administrative Assistant	January	2015
▪ Scott A. Harvey, Appraiser	April	2016
▪ Christopher W. Bilslend, Appraiser	January	2017
▪ Daniel A. Boberg, Appraisal Technician	August	2017
▪ Lisa M. Henschel, Database Manager	December	2017

DEPARTMENT ACTIVITIES

We are finally fully staffed, as we hired Lisa Henschel as our Database Manager. She started on December 15. We were also able to hire Dan Boberg for the newly created Appraisal Technician position. Dan started in August and is busy learning all the nuances of that position. We hired Chris Bilslend for the second appraiser position in January 2017.

We are lucky enough to employ three interns who have really excelled at getting all the new residential construction entered into our database. Revaluation of existing properties is continuous. Staff has been busy this fall and winter measuring, listing and valuing new construction and remodeled properties. The staff is constantly engaged in acquiring information about building changes, construction costs, selling prices and terms, and numerous other items that affect market value. Sales information is reviewed and investigated through letters and inspections. Due to the efforts of the entire staff, the assessed property values assigned by the Ames City Assessor's Office consistently rank among the most uniform and equitable assessments in the state.

The table on **Attachment C** shows the quarterly activity of sales that are good for analysis (arms-length sales). The number of new homes built in 2017 that sold increased to 56, up a significant 70% from the 33 that were constructed in 2016.

New Construction Sales: The price per square foot is the most reliable indication of price increase. Annual percentage changes and cumulative changes since 1995 are the right two columns. The report shows that the sales price for new homes dipped insignificantly by -1.8%. (This is shown in the row heading "New construction sales" for 2017.) Price per square foot was \$221.02 in 2016 and \$217.14 in 2017. The median sales price also showed a slight decrease of -4.6% from \$365,500 in 2016 to \$348,662 in 2017 (shown under the column heading "Median Price").

Existing House Sales: The total number of sales decreased by 5.2% from 688 in 2016 to 652 in 2017. The average sale price per square foot shows an increase of 3.5% from \$149.22 in 2016 to \$154.48 in 2017. (This is shown in the row heading "Existing houses".) The median sales price showed an increase of 10.8% from \$195,000 in 2016 to \$216,000 in 2017 (shown in the column heading "Median Price").

There is ongoing development of our Beacon website (www.AmesAssessor.org) to better serve our needs as well as the public's. This site continues to be our most active method of communication with the public. The data files created for the website are the backbone of real property information

for several city and county departments. Map files are uploaded regularly from the Story County Auditor’s files, and data files are uploaded nightly from the county’s real estate system and both assessors’ offices. In addition, map layers for Ames zoning are updated by the city’s GIS staff as Planning makes zoning changes.

Digital photos for most properties are available on our website, but continue to require ongoing maintenance.

ASSESSMENT APPEALS

Informal Hearings: We revalued all single family residential properties as well as apartments for 1/1/2017. We mailed out over 18,000 assessment notices. It was also the first year that informal hearings were allowed. Prior to this year, after April 1, our office couldn’t change assessments, only the Board of Review, Property Assessment Appeal Board or District Court had that authority. The Iowa Code was amended and now we can have an informal hearing, and change a value until April 25, provided we have a written agreement with the property owner.

This new process now usurps the month of April that we previously used for Board of Review preparation. In essence what this law change did was to lengthen the appeal process time and compress the time we have to get ready for it. It created more work for our office during an already hectic assessment period.

We had somewhere around 254 property owners contact us about informal hearings, and we completed 93 residential informal agreements, and one multiresidential. We were not able to meet with all the owners who contacted us, but we were able to let them know that they should file a protest with the Board, in lieu of an informal hearing.

Board of Review: Below are the number of protests filed with the Board of Review and the results of the appeals:

CLASS	NUMBER OF PROTESTS	NUMBER UPHeld	NUMBER DENIED
Agricultural			
Residential Dwelling on Agricultural Realty			
Residential "outside incorporated cities"			
Residential "within incorporated cities"	544	196	348
Commercial	28	8	20
Industrial	3	1	2
Mult-Residential	5	1	4
TOTAL	580	206	374

I want to publicly thank the Board members for their long hours and hard work in resolving the often difficult differences of opinions on assessed values.

PAAB and District Court: For 2017, fifteen residential cases were filed with the Property Assessment Appeal Board. There were nine commercial cases filed with PAAB, and one with District Court.

BUDGET PROPOSAL

Attachment A is the budget expense proposal. Explanations for various line item expenses follow:

Salaries: The expense items for the Assessor and all other staff are budgeted with a 3% cost of living increase and a 1.00% merit pool, for a total of 4.0%. (As always, exact salaries for staff will be based upon individual evaluations.)

Board of Review salaries are \$17.50 per hour. There is also a clerk to take the minutes. For budgeting purposes, we estimate that the clerk will need to put in 1.5 times the hours of the Board. The clerk is paid at a rate of \$15.00 per hour. Due to 2019 being a revaluation year, we increased the line from what was budgeted in 2017-2018 and projected our amount based on what was spent during 2016-2017.

During 2018-2019, we would like to continue to employ three interns to assist us with various projects that arise. This expense is estimated to be \$40,000 and it's shown on the Extra Help/Interns line item. This is the same as last year's budget.

Taxable Fringe Benefits: This line includes mileage allowance for four of the full-time employees who use their private auto for work purposes. Employees must provide a copy of their insurance card and driver's license annually. In return for maintaining liability insurance and a dependable vehicle that is available to the employee during working hours, each full-time employee is paid monthly as follows (less mileage reimbursement*):

Assessor	\$100
Deputy	\$90
Appraisers (2)	\$90

Also included in the amount is a monthly cell phone allowance of \$40.00 a month for the five full-time staff that have regular duties outside the office. The allowance is paid if the employee has a cell phone available for office use during work hours as well as for on-call availability for IT staff.

Additionally, it also includes a \$100 stipend to reimburse Board of Review members for the use of their laptops during sessions.

Health Insurance: The amount budgeted last year was based on our current and projected staffing and use levels. I received notice that we could expect a 5% increase in health insurance costs for the upcoming fiscal year.

This also includes a pro-rated amount of the group workers' compensation insurance for the fiscal year.

Life and Disability Insurance: This line represents life and disability insurance from the city for all benefited employees.

Board of Review Expenses: This line represents payment of the Board's mileage, postage and supplies. The cost comes to \$1,500.

Supplies, Telephone, Etc.: These amounts are mostly self-explanatory. Most are based on past experience and the city's estimate of charges for next year.

* **Mileage:** This line represents reimbursement to employees who use their personal auto for work purposes. It is paid at the current IRS rate. (As of January 1, 2018, the rate is \$0.545 per mile.)

We have access to a pool vehicle provided by the city whenever possible. The rate for it is currently \$0.45 per mile.

Pictometry Aerial Flights (Data Processing): Pictometry cost for the 2017 flight is \$43,946, 2019 flight is \$45,596 and 2021 flight is \$45,596. This total cost is \$135,138; we can make payments of \$22,523 per year for six years. These aerials are heavily used by other City of Ames departments, and they have agreed to pay half of the cost at \$11,261 (\$22,523/2) per year. The rate at which our

City is growing and the opportunity to receive new aeriels every two years was the main reason other departments agreed to help pay this cost.

Consulting on Miscellaneous Data Processing Issues (Data Processing): Of the \$20,000, we have budgeted \$15,000 to have our model updated for January 1, 2019. Bob Gloudemans has agreed to help us out again in its formulation and application.

Document Management Software (Data Processing): During FY 2015-2016 and FY 2016-2017, we had earmarked \$17,000 each year in order to eventually purchase document management software. Now that we have installed Lisa Henschel as our new Database Manager, we are ready to purchase the software in FY 2018-2019.

SOURCES OF FUNDS AND BALANCES

We estimate that we will have a \$253,848 or a 21.4% of budget reserve ending fiscal year 2019. This should be enough to carry us until September of 2019 when revenues are collected. This is shown on **Attachment B** (the Iowa Department of Management Form 673, under column E), which is a copy of the official budget detail form to be published.

Submitted January 15, 2018, by Gregory P. Lynch, Ames City Assessor.

**AMES CITY ASSESSOR
2018-2019 BUDGET PROPOSAL**

Item	FY 16-17 Actual Expenses	FY 17-18 Actual Expenses for the First 13 Requisitions	FY 17-18 Projected Expenses for the Year	FY 17-18 Budget	FY 18-19 Proposed Budget	% of Change Between Proposed & Current Budget
Assessor (FY 16-17: Extraordinary 27th Pay Period)	\$ 136,144	\$ 68,650	\$ 137,420	\$ 137,540	\$ 143,052	4.0%
Deputy (FY 16-17: Extraordinary 27th Pay Period)	108,942	54,933	109,962	110,058	114,452	4.0%
Staff (FY 16-17: Extraordinary 27th Pay Period)	203,084	117,828	277,679	348,790	348,014	-0.2%
Longevity	1,180	610	1,240	1,240	1,300	4.8%
Overtime Pay	8,947	-	5,000	5,000	5,000	0.0%
Extra Help / Interns	17,810	6,919	25,000	40,000	40,000	0.0%
Board of Review	5,460	206	2,000	2,000	6,000	200.0%
Taxable Fringe Benefits	4,200	2,165	4,830	4,830	5,730	18.6%
F.I.C.A. @ 7.65%	35,512	18,357	43,080	49,684	50,693	2.0%
I.P.E.R.S. @ 9.44%	39,990	22,181	49,857	57,565	62,098	7.9%
Health Insurance & Workers' Comp	83,994	42,515	91,183	146,943	120,000	-18.3%
Unemployment Compensation	-	-	-	500	500	0.0%
Life & Disability Insurance	2,481	1,398	3,250	4,100	4,100	0.0%
Total Payroll & Related Expenses	\$ 647,744	\$ 335,762	\$ 750,501	\$ 908,250	\$ 900,939	-0.8%
Board of Review Expenses	\$ 1,307	\$ 355	\$ 1,500	\$ 1,500	\$ 1,500	0.0%
Office Supplies	7,080	1,970	4,500	4,500	7,400	64.4%
Postage & Mailing	5,211	123	4,500	4,500	6,000	33.3%
Employee Mileage & Expenses	1,465	833	2,000	5,640	5,640	0.0%
Communication Services	5,920	1,968	5,211	4,200	6,900	64.3%
Data Processing Services / Major Software	103,842	41,959	95,665	93,095	120,956	29.9%
Education & Training	16,526	15,603	20,000	20,000	25,000	25.0%
Utilities (City Hall Expenses)	14,669	6,922	14,926	17,790	18,203	2.3%
Equipment Rental & Maintenance	1,596	1,064	1,875	3,000	3,000	0.0%
Equipment & Machinery (Purchases)	10,967	3,217	3,217	3,000	8,959	198.6%
Assessment Appeals / Court Costs	13,500	39,500	66,000	66,000	66,000	0.0%
Management Services / Contingency	1,340	370	987	1,000	1,000	0.0%
Total Office Expenses	\$ 183,423	\$ 113,884	\$ 220,381	\$ 224,225	\$ 270,558	20.7%
Total Payroll & Office Expenses	\$ 831,167	\$ 449,646	\$ 970,882	\$ 1,132,475	\$ 1,171,497	3.4%
MAPS & GIS Project	\$ 14,200	\$ 7,300	\$ 14,200	\$ 14,200	\$ 14,200	0.0%
Revaluation Project	-	-	-	-	-	0.0%
Total Special Projects	\$ 14,200	\$ 7,300	\$ 14,200	\$ 14,200	\$ 14,200	0.0%
Total Expenses	\$ 845,367	\$ 456,946	\$ 985,082	\$ 1,146,675	\$ 1,185,697	3.4%
Doc Management Software (Data Processing) Budgeted FY 15-16 & FY 16-17 (\$17,000/FY)	\$ -	\$ -	\$ -	\$ -	\$ 34,000	
Total Expenses with Doc Mgmt Software	\$ 845,367	\$ 456,946	\$ 985,082	\$ 1,146,675	\$ 1,219,697	6.4%

**DATA PROCESSING SERVICES / MAJOR SOFTWARE
2018 - 2019 PROPOSED BUDGET**

City Information Technology Costs (Network, Email, GIS, Etc.)	\$ 27,564
Fiber Connectivity to Story County	3,600
OXEN Technology (Monthly Managed Services, Etc.)	17,284
Estimated CAMA Software & Ongoing Support Costs	15,492
Tyler Technologies	7,766
Data Cloud Solutions	11,300
Pictometry Aerial Photography	13,462
Consulting on Miscellaneous Data Processing Issues	20,000
Miscellaneous Expenses	4,488
Total 2018 - 2019 Proposed Budget	\$ 120,956

NOTICE OF PUBLIC HEARING -- PROPOSED BUDGET	ASSESSING JURISDICTION:
Fiscal Year July 1, 2018 - June 30, 2019	Ames City Assessor

The Conference Board of the above-named Assessing Jurisdiction will conduct a public hearing on the proposed fiscal year budget as follows:

Meeting Date:	Meeting Time:	Meeting Location:
February 27, 2018	5:30	Council Chambers, Ames City Hall, 515 Clark Ave, Ames, IA

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of receipts and expenditures on file with the Conference Board Clerk. Copies of the Supplemental Budget Detail (Schedule 673-A) will be furnished upon request.

Clerk's Telephone Number:	PROPOSED BUDGET SUMMARY	Clerk's Name:
515-239-5370		Gregory P. Lynch

FUND (Use Whole Dollars)	Expenditures			D Transfers Out	E Estimated Ending Fund Balance FY 2019	F Estimated Beginning Fund Balance FY 2019	G Estimated Other Receipts	H Transfers In	I Estimated Amount To Be Raised By Taxation
	A FYE 6-30-2017 Actual	B FYE 6-30-2018 Re-estimated	C FYE 6-30-2019 Proposed						
1. Assessment Expense	845,367	985,082	1,219,697		253,848	598,545	2,143	0	872,857
2. FICA				0	0	0	0		0
3. IPERS				0	0	0	0		0
4. Emergency				0	0	0	0		0
5. Unemployment Comp.	0	0	0	0	0	0	0		0
6. Tort Liability	0	0	0	0	0	0	0		0
7. TOTAL	845,367	985,082	1,219,697	0	253,848	598,545	2,143	0	872,857

Proposed taxation rate per \$1,000 valuation: \$ 0.29931

Residential Sales Summary by Quarter for Ames, Iowa

As of January 17, 2018

Sales Period:	# Sold	Average Price	Average Hse Size	Price per sq.ft.	Average Year Built	Median Price	Annual % Change per SF	Cumulative % change \$/SF 1995 base
1st Quarter 1995	74	\$113,790	1,517	\$75.00	1961.1			
2nd Quarter 1995	147	\$120,453	1,411	\$85.38	1965.5			
3rd Quarter 1995	171	\$107,542	1,362	\$78.95	1962.3			
4th Quarter 1995	123	\$123,608	1,480	\$83.51	1963.1			
1995 Total Year	515	\$115,962	1,427	\$81.29	1963.2	\$97,750	n/a	n/a
1995 Sales Detail - Existing & New:								
<i>Existing houses</i>	452	\$106,322	1,355	\$78.47	1959	\$92,000	n/a	n/a
<i>New construction sales</i>	63	\$185,129	1,940	\$95.43	1994	\$172,676	n/a	n/a
1st Quarter 2014	94	\$202,776	1,461	\$138.79	1978.2			
2nd Quarter 2014	219	\$203,031	1,488	\$136.45	1977.8			
3rd Quarter 2014	227	\$212,447	1,515	\$140.23	1976.4			
4th Quarter 2014	156	\$201,384	1,442	\$139.66	1975.9			
2014 Total	696	\$205,698	1,483	\$138.72	1977.0	\$189,000	3.2%	70.6%
2014 Sales Detail - Existing & New processed to date:								
<i>Existing houses</i>	643	\$199,214	1,481	\$134.51	1974	\$180,000	4.1%	71.4%
<i>Single-Family Detached</i>	499	\$207,719	1,555	\$133.58	1969	\$189,500		
<i>Townhouses/Condos</i>	144	\$168,743	1,223	\$137.97	1991	\$148,165		
<i>New construction sales</i>	53	\$284,365	1,503	\$189.20	2013	\$286,521	3.8%	98.3%
<i>Single-Family Detached</i>	34	\$323,467	1,709	\$189.27	2013	\$325,910		
<i>Townhouses/Condos</i>	19	\$214,394	1,134	\$189.06	2013	\$220,309		
1st Quarter 2015	149	\$198,221	1,407	\$140.88	1972.1			
2nd Quarter 2015	251	\$223,905	1,557	\$143.81	1977.1			
3rd Quarter 2015	409	\$187,218	1,406	\$133.16	1985.3			
4th Quarter 2015	135	\$211,514	1,469	\$143.99	1972.9			
2015 Total	944	\$202,184	1,455	\$138.93	1979.3	\$173,750	0.2%	70.9%
2015 Sales Detail - Existing & New processed to date:								
<i>Existing houses</i>	897	\$194,399	1,442	\$134.81	1977	\$198,500	0.2%	71.8%
<i>Single-Family Detached</i>	607	\$213,870	1,550	\$137.98	1969	\$189,900		
<i>Townhouses/Condos</i>	290	\$155,644	1,215	\$128.10	1996	\$134,094		
<i>New construction sales</i>	47	\$350,755	1,718	\$204.16	2014	\$348,538	7.9%	113.9%
<i>Single-Family Detached</i>	38	\$377,525	1,865	\$202.43	2014	\$374,010		
<i>Townhouses/Condos</i>	9	\$237,725	1,097	\$216.70	2014	\$220,590		
1st Quarter 2016	138	\$213,692	1,493	\$143.13	1972.1			
2nd Quarter 2016	245	\$220,832	1,443	\$153.04	1976.2			
3rd Quarter 2016	188	\$238,469	1,497	\$159.30	1975.6			
4th Quarter 2016	150	\$225,579	1,461	\$154.40	1976.9			
2016 Total	721	\$225,052	1,470	\$153.06	1975.4	\$195,000	10.2%	88.3%
2016 Sales Detail - Existing & New processed to date:								
<i>Existing houses</i>	688	\$217,570	1,458	\$149.22	1973	\$195,000	10.7%	90.2%
<i>Single-Family Detached</i>	563	\$224,367	1,516	\$148.00	1970	\$199,000		
<i>Townhouses/Condos</i>	125	\$186,953	1,196	\$156.32	1990	\$167,500		
<i>New construction sales</i>	33	\$381,044	1,724	\$221.02	2015	\$365,500	8.3%	131.6%
<i>Single-Family Detached</i>	26	\$401,525	1,828	\$219.65	2016	\$377,990		
<i>Townhouses/Condos</i>	7	\$304,972	1,339	\$227.76	2015	\$320,000		
1st Quarter 2017	71	\$234,114	1,511	\$154.94	1976.5			
2nd Quarter 2017	261	\$256,752	1,587	\$161.78	1977.2			
3rd Quarter 2017	222	\$242,200	1,485	\$163.10	1979.4			
4th Quarter 2017	154	\$238,493	1,533	\$155.57	1974.9			
2017 Total	708	\$245,947	1,536	\$160.16	1977.3	\$225,250	4.6%	97.0%
2017 Sales Detail - Existing & New processed to date:								
<i>Existing houses</i>	652	\$234,191	1,516	\$154.48	1974	\$216,000	3.5%	96.9%
<i>Single-Family Detached</i>	523	\$242,785	1,576	\$154.05	1969	\$222,000		
<i>Townhouses/Condos</i>	129	\$199,349	1,273	\$156.60	1993	\$174,900		
<i>New construction sales</i>	56	\$382,819	1,763	\$217.14	2017	\$348,662	-1.8%	127.5%
<i>Single-Family Detached</i>	42	\$424,715	1,912	\$222.13	2017	\$389,750		
<i>Townhouses/Condos</i>	14	\$257,128	1,315	\$195.53	2017	\$237,355		
NOTE 1: Sales are assigned to quarters according to the month and year the deed was executed.								
NOTE 2: 1-family houses include townhouses, condominiums, detached houses, and attached houses.								
NOTE 3: Recent quarters may include unverified sales information; all sales are subject to correction.								
NOTE 4: Recent sales may not be included. New houses are not included until after they have been inspected.								

CB 4

TO: Members of the Conference Boards
FROM: John A. Haila, Mayor
DATE: January 23, 2018
SUBJECT: Appointment to Board of Review

Roy Zingg's term of office on the Board of Review expired December 31, 2017. Roy has indicated that he chooses not to serve another term. Therefore, it will be necessary for the Conference Board to make an appointment to fill this position.

Bill Whitman has submitted an application indicating his interest in serving on the Board. Therefore, it is my recommendation that the Conference Board appoint Mr. Whitman to serve a six-year term on the Board of Review.

JAH/jlr

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

AMES, IOWA

JANUARY 9, 2018

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

The Ames Area Metropolitan Planning Ordinance (AAMPO) Transportation Policy Committee meeting was called to order by Ames Mayor and voting member John Haila at 6:00 p.m. on the 9th day of January, 2018, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law. Other voting members present were: Bronwyn Beatty-Hansen, City of Ames; Gloria Betcher, City of Ames; Amber Corrieri, City of Ames; Tim Gartin, City of Ames; David Martin, City of Ames; Chris Nelson, City of Ames; Lauris Olson, Story County; and Bill Zinnel, Boone County Supervisor. AAMPO Administrator and Ames Public Works Director John Joiner, City of Ames Transportation Planner Tony Filippini, and City of Ames Transit Director Sheri Kyras were also present. Voting members Jonathan Popp, Gilbert Mayor; and the Transit Representative were absent.

HEARING ON AMENDMENT TO FY 2015-2019 PASSENGER TRANSPORTATION PLAN (PTP): Administrator John Joiner explained that, in October 2017, HIRTA announced its plan to implement a customer service portal where customers will be able to book their own trips online, change their account status, check on their trip status, pay for trips online, etc. HIRTA is implementing this for its passengers throughout the service area including Story County and the Ames area. There is 5310 funding available within the existing annual Dial-A-Ride Service budget due to unspent funds from previous fiscal years, which can be used to support this one-time project implementation of the HIRTA portal. Therefore, there is no additional funding needed. The only action needed is to specifically identify the project within the Plan. No other changes area being proposed to the PTP Plan.

Mayor Haila opened the public hearing. No one came forward to speak, and the hearing was closed.

Moved by Gartin, seconded by Betcher, to approve the Amendment to the FY 2015-2019 Passenger Transportation Plan.

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

HEARING ON AMENDMENTS TO FY 2018-2021 TRANSPORTATION IMPROVEMENT PROGRAM (TIP): Mr. Joiner advised that the Amendment to the Fiscal Year 2018 - 2021 Transportation Improvement Program includes the addition of a new project for FY 2018. The project is for the Ames Traffic Network Master Plan with a total project cost of \$100,000. It was awarded Iowa Clean Air Attainment funds in Spring 2016 and programmed in FY 2017 of the FY 2017 - 2020 TIP. The project was anticipated to be under development during 2017 and was not included in the FY 2018 - 2021 TIP. Due to the project delay, the

current TIP needs to be amended to add it into the 2018 fiscal year. Since the project does not appear in the current TIP, adding the project to 2018 constitutes an amendment to the Program. There are no additional funds needed; however, because it was programmed in the previous TIP. According to Mr. Filippini, the comment period was opened on December 12, 2017. As of January 5, 2018, staff had not received any comments regarding the proposed amendment.

Mayor Haila opened the public hearing. There was no one wishing to speak, and the hearing was closed.

Moved by Olson, seconded by Beatty-Hansen, to approve the Amendment to the FY 2018-2021 Transportation Improvement Program.

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

2014-2018 SAFETY PERFORMANCE TARGETS: The members were told by Transportation Planner Filippini that, as required by the FAST Act, the Iowa Department of Transportation (Iowa DOT) was required to establish safety measures for five metrics. On September 1, 2017, the Iowa Department of Transportation submitted the State Highway Safety Improvement Program (HSIP) Annual Report to the Federal Highway Administration. That Report included the State's 2014-2018 safety targets for the performance measures. The AAMPO is required within 180 days of the State's submission of the safety performance measures (by February 27, 2018) to adopt safety performance targets that either:

1. Support the state's target by agreeing to plan and program projects so that they contribute toward the accomplishment of the Iowa DOT target for that performance measure; or,
2. Set quantifiable targets for that performance measure for the MPO's planning area.

Upon approving safety measures, the AAMPO will be required to reflect the performance measures and targets in all Long-Range Transportation Plans (LRTP) and Transportation Improvement Programs updated after October 1, 2018. Each update to the LRTP will report system performance measure progress towards achieving these targets. The TIPs will be required to describe how implementation of the TIP anticipates making progress towards achieving the targets.

Moved by Olson, seconded by Zinnel, to approve supporting the safety performance targets established by the Iowa Department of Transportation in coordination with Iowa Metropolitan Planning Organizations.

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

ADJOURNMENT: Moved by Betcher, seconded by Gartin, to adjourn the AAMPO Transportation Policy Committee Meeting at 6:10 p.m.

REGULAR MEETING OF THE AMES CITY COUNCIL

The Regular Meeting of the Ames City Council was called to order by Mayor Haila at 6:12 p.m. on January 9, 2018, 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, David Martin, and Chris Nelson. Ex officio Member Rob Bingham was also present.

PROCLAMATION FOR SLAVERY AND HUMAN TRAFFICKING PREVENTION AND AWARENESS WEEK: Mayor Haila proclaimed the week of January 9 - 16, 2018, as Slavery and Human Trafficking Prevention and Awareness Week. Accepting the Proclamation were Dr. George Belitsos, Board Chair of the Iowa Network Against Human Trafficking and Slavery; Jan and George Beran, representing “Protecting our Children;” Virginia Greisheimer, Interim Executive Director for ACCESS (Assault Care Center in Ames); and Natasha Doyle, Story County Sexual Abuse and Human Trafficking Advocate at ACCESS.

Dr. Belitsos stated that Ames has been a leader in the fight against human trafficking. The Council was asked by Dr. Belitsos to consider an ordinance to monitor the massage businesses in the Ames community, which the Iowa Network Against Human Trafficking believes will help stop human trafficking and prostitution.

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 City Council Meetings of December 12, 2017, and December 19, 2017, and Special Meeting of January 3, 2018
3. Motion approving certification of civil service applicants
4. Motion approving Report of Contract Change Orders for December 1-15, 2017, and December 16-31, 2017
5. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class B Liquor – Quality Inn & Suites, Starlite Village Conference, 2601 E. 13th Street
 - b. Class C Liquor & Outdoor Service – Café Beau, 2504 Lincoln Way
6. Motion approving 5-day (January 27-31) Class C Liquor License for Christiani’s Events at ISU Alumni Center, 420 Beach Avenue
7. Motion approving 5-day (January 19-January 23) Class C Liquor License for McFly’s at the Hansen Ag Student Learning Center, 2508 Mortensen Road
8. Motion approving 5-day (January 20-24) Class C Liquor License for Gateway Market MLK at ISU Alumni Center, 420 Beach Avenue
9. RESOLUTION NO. 18-002 approving application for procurement cards for Mayor John Haila and Council Member David Martin and setting transaction limits
10. RESOLUTION NO. 18-003 approving appointment of David Martin to Ames Convention & Visitors Bureau Board of Directors
11. RESOLUTION NO. 18-004 approving designation of City representatives to Central Iowa Regional Transportation Planning Alliance (CIRTPA)
12. RESOLUTION NO. 18-005 setting date of public hearing for State Revolving Fund Clean Water Loan in an amount not to exceed \$1,001,000 for WPC Bar Screen Improvements
13. RESOLUTION NO. 18-006 approving request from Main Street Cultural District for waiver of parking meter fees and enforcement for January Dollar Days, January 25-27, 2018
14. RESOLUTION NO. 18-007 approving contract and bond for 2016/17 Storm Water Erosion Control Program (South Skunk River - Carr Park to Homewood Golf Course) - Contract A

15. RESOLUTION NO. 18-008 approving Change Order No. 2 for 2015/16 & 2016/17 Seal Coat Street Pavement Improvements

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: Mayor Haila opened Public Forum. No one came forward to speak, and the Mayor closed Public Forum.

ORDINANCE LIMITING RENTAL OCCUPANCY IN SINGLE- AND TWO-FAMILY RESIDENCES: Moved by Betcher, seconded by Nelson, to pass on third reading and adopt ORDINANCE NO. 4332 limiting rental occupancy in single- and two-family residences.

Council Member Martin said that he had two questions pertaining to the proposed Ordinance. He presented a hypothetical situation where one family or three adults had been allowed to rent a single-family or duplex in the RL zone, but it has what now would be considered, under the new Ordinance, nonconforming parking. That unit had previously been evaluated by the City and had been granted an exception of some kind that allowed them to rent that property and had a Letter of Compliance. Mr. Martin asked, under the proposed Ordinance, how many adult occupants would be allowed to rent that apartment. Building Official Sara VanMeeteren answered that three people would still be allowed to rent the apartment. She explained that the Rental Code allows for Retroactive Conversion Permits for non-conforming residences that met certain criteria. If a Letter of Compliance had been issued to that residence, the new Ordinance would not change that. Mr. Martin then asked how the proposed Ordinance would affect tenants who have current Lease Agreements. City Attorney Mark Lambert advised that no law impairing a current contract may be passed. He noted that there is a huge amount of case law governing this answer: the City cannot apply the proposed Ordinance to leases currently in place.

Council Member Betcher inquired as to the leases that have been signed, but the lease period has not become effective, Mr. Lambert stated that those leases where the lease period has not been begun would be governed by the proposed new Ordinance, if adopted.

Council Member Gartin questioned about any existing lease that would not be in conformity with the now-existing Ordinance. Mr. Lambert advised that those leases would be invalid and thus void because they would be in violation with the current Ordinance.

Council Member Nelson commented that he still has concerns about the proposed Ordinance and believes that there will be some unintended consequences if it were to be adopted. He acknowledged that he had changed his vote from the first and second passages of the proposed Ordinance. Mr. Nelson asked what the Council's path will be moving forward. Mayor Haila announced that the City Council will be holding a Council workshop on February 20, 2018, that will be dedicated to continued discussions on the Ordinance limiting rental occupancy in single- and two-family residences. The Mayor stated that public input will be accepted during that workshop.

Council Member Betcher offered her perspective that the State Legislature had invalidated the City's designator for rental ordinance. She noted that the City currently does not have an

ordinance in place, which places the City in limbo. Council Member Corrieri pointed out that tenants and landlords are signing leases now that will not take effect until next August. Ms. Betcher acknowledged that, but said she believes that it is better to have a more restrictive ordinance right now, rather than imposing those restrictions later.

Ex officio Bingham noted that adding off-street parking spaces after the moratorium expires won't do any good if bedrooms are not allowed to be added. Council Member Corrieri said it was her understanding that staff will be bringing information back to the Council as to how additional bedrooms might be considered.

Council Member Corrieri asked if what had already been referred back to staff would be discussed at the workshop, namely, additional bedrooms, additional parking, "air bnbs." Mayor Haila said it was appropriate for Council to identify all of the issues that they wish to have discussed.

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

Council Member Corrieri asked what issues were already on a list. City Manager Schainker identified the following issues that staff had been made aware of: air bnbs, multiple violations, concentration of rental units, increased number of bedrooms, and increased number of parking spaces. Council Member Corrieri reiterated that she thought staff was going to bring information back to Council as to how additional bedrooms might be added. She also wanted to get direction from staff on what the Council would not want to allow. City Manager Schainker asked if it was the Council's intent to apply the new Ordinance to all parts of the City zoned RL. He also questioned if the Council thought other zoning districts should be added. Mr. Schainker clarified that, right now, the new Ordinance applies to all single-family and duplexes in all parts of the city in all zoning districts. Council Member Betcher questioned whether the Ordinance should apply City-wide versus the overlay districts only or should the Ordinance apply by type of dwelling or zoning district. Council Member Gartin stated that he believes there should be an Ordinance; however, it should be different for areas outside of the moratorium area; he does not think it should be the same for all parts of the community. Mr. Gartin noted that the Council had heard many concerns about over-occupancy; however, those concerns were not uniformly felt all over Ames, so he is going to suggest that the Ordinance be tweaked. City Manager Schainker said what he was hearing is that the Council might want to consider changing in what zoning districts, just RL, or RL and RM, the Ordinance would apply. Mayor Haila encouraged the Council members to email Mr. Schainker with issues, other than those that had been identified, they might want to have considered. Council Member Martin asked to add one more issue: the case where a young adult who was not yet 18 when the lease was signed, but became 18 years old. He would like to find a way to allow that person to remain living in that residence.

Council Member Gartin noted the importance of reaching out to stakeholders. City Manager Schainker stated that they would be inviting Neighborhood Associations, the Ames Rental Housing group, and rental property owners. Council Member Betcher asked Mr. Schainker if the City had the email addresses for all the people who had written to the Council to explain

their circumstances. Council Member Corrieri suggested that all those who have Letters of Compliance should be invited. Building Official VanMeeteren noted that that would equate to approximately 2,500 properties. She advised that the City does have their email information. Mayor Haila stated that the City should also engage the Student Government. He clarified that the Ordinance will not be rewritten in its entirety; the goal is to discuss specifically the situations that have arisen due to unforeseen issues.

415 STANTON AVENUE (OLD CRAWFORD SCHOOL) [TABLED FROM 12/19/17]:

Kelly Diekmann, Planning and Housing Director, recalled that this item was tabled on December 19, 2017. He noted that the Council had directed that at least one person in the unit be age 55 or older, and staff prepared the Contract Rezoning Agreement to reflect that requirement. The developer has signed and returned the Agreement.

Luke Jensen, 2519 Chamberlain, Ames, asked that the City Council not take action on the Contract Rezoning Agreement or the third reading of the Ordinance rezoning the property. He explained that the developers have a long-standing relationship with the SCAN as it relates to the property in question. Mr. Jensen advised that, this afternoon, the developer had a meeting with the Neighborhood representatives and now more fully understand their concerns. The developer will be proposing an adjustment to the Contract Rezoning Agreement to include a provision governing the minimum age of any second occupant who is not 55 years of age or older. The developer believes that any changes would still meet all other federal, state, and local laws, including the Fair Housing Act.

Council Member Gartin indicated that he was uncomfortable setting a minimum age and asked if there were any downsides to doing so. He asked what was driving the requested change. Council Member Betcher noted that she had brought this up at the last Council meeting. She was concerned that if only one occupant needed to be 55, residents might be living there with young family members. Ms. Betcher commented that she had suggested setting a minimum age to Council, but had not discussed that with any SCAN representatives.

Mayor Haila stated that there were representatives of SCAN who had indicated a desire to speak on this issue. He noted that public input was not typically allowed at the third reading of an ordinance and asked the Council members if they wished to accept additional public input. No one indicated any opposition to allowing the SCAN representatives to speak.

Moved by Beatty-Hansen, seconded by Corrieri, to defer the third reading and provide staff with different direction on the Contract Rezoning Agreement.

Director Diekmann pointed out that this development was no longer being treated as an independent senior living facility. Staff had moved away from that and was treating this proposed project as an apartment complex with extra restrictions on it. It has to comply with RH standards. It will not affect anything else in the City.

Leslie Kowaler, 2121 Hughes, Ames, explained that the SCAN would prefer that a minimum age be included in the Contract Rezoning Agreement. SCAN's concern is about the possibility of abuse where a parent or grandparent occupies the unit along with their ISU student and the

grandparent or parent spends most of their time in Florida. They believe that setting a minimum age would solve that problem and would prefer setting a minimum age requirement. While they acknowledge that such situations could be addressed in the Homeowners' Association Covenants, those Covenants can be changed. SCAN would prefer the protection of a minimum age being set in the Contract Rezoning Agreement. Ms. Kowaler said that she had done a little research into this and believes that the project would qualify as "Housing for Older Persons," and as such, there would be no age-discrimination issue.

Moved by Beatty-Hansen, seconded by Gartin, to amend the motion to direct staff to set a minimum age of 30 for all occupants.

Council Member Gartin commented that he had seconded the motion to allow for discussion.

Ex officio Member Bingham offered his opinion that the minimum age of 30 appears to be arbitrary. He brought up the scenario where an older person would have a younger caregiver, who may or may not be 30 years of age or older.

Council Member Corrieri commented that she believed that was something that could be determined by the Homeowners' Association. The Association would be the ones who would be setting and administering the rules.

Council Member Gartin indicated that he was not in favor of the minimum age requirement. He offered that, to him, setting the minimum age of the second occupant has the appearance of age discrimination. Because it was designated as a senior living facility, requiring occupants to be 55 years of age or older is accepted; however, to disqualify someone who is 55 to live there because they have someone younger than 55 living there is questionable. He agreed with Council Member Corrieri that the Homeowners' Association should regulate this.

Council Member Betcher stated that she did not understand how setting the minimum age of the second occupant was different than the action that the Council had taken to only require one of the occupants to be age 55 or older. Council Member Corrieri noted that the Council had concerns initially with doing that as well.

Council Member Nelson asked if this development was going to be owner-occupied or rental. Mr. Jensen indicated that the developer is approaching this as the units being for sale; it could, however, be both.

At the inquiry of the Mayor, Mr. Jensen indicated that there might be other methods to restrict occupancy other than setting a minimum age; however, those might not be acceptable to SCAN.

Barbara Pleasants, 516 Lynn Avenue, Ames, President of SCAN, gave the history of the property located at 415 Stanton Avenue, which was formerly Crawford School. She said that there were 50 SCAN residents at the first meeting held last spring regarding the future disposition of the former school. They were "thrilled" that the Jensens had bought the property and were proposing that the property be developed as housing for 55 and older. The SCAN saw this as stabilizing the neighborhood. Ms. Pleasants indicated that the SCAN does not want this to be regulated by the Homeowners' Association because the nature of the residents/tenants can

change and can lead to abuse. Ms. Pleasants indicated that there could be a provision in the Agreement to allow licensed caregivers.

Mr. Jensen stated that it is important for this to come back to the Council on January 23 for further discussion. The developers want to continue to move forward with this project.

Council Member Betcher said that she wanted assurances that setting a minimum age of 30 would not be a violation of anything.

Council Member Gartin asked if what is being proposed (minimum age of the second occupant) is being allowed in any other communities. Mr. Jensen said that he had not researched whether it is common or not.

City Manager Schainker stated that when the partnership between the developer and the Neighborhood was formed, the two goals for the Neighborhood were: (1) to re-use the building and (2) that the type of use was very important. There was an understanding that this would not be like any other apartment complex. Mr. Schainker noted that tax abatement had been requested and approved based on the fact that it wasn't like any other apartment building.

Council Member Nelson agreed with Council Member Corrieri that setting a minimum age could be done by the Homeowners' Association.

Vote on Amendment: 4-2. Voting aye: Beatty-Hansen, Betcher, Martin, Nelson. Voting Nay: Corrieri, Gartin. Motion declared carried. Vote on Motion, as Amended: 4-2. Voting aye: Beatty-Hansen, Betcher, Martin, Nelson. Voting Nay: Corrieri, Gartin. Motion declared carried.

Moved by Betcher, seconded by Beatty-Hansen, to table 18b until January 23, 2017.

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

APPEAL OF REMOVAL OF TREES AT 427 LYNN AVENUE: Parks and Recreation Director Keith Abraham and Parks and Facilities Superintendent Joshua Thompson were present. Mr. Abraham explained that staff had received an email from the owner of 427 Lynn Avenue regarding sidewalk concerns on their property, specifically along Baker Street. Staff then visited the site and noticed that there were also sidewalk concerns along Lynn Avenue. It was determined that tree roots from two street trees (a Hackberry and Silver Maple) were the cause of the heaving sidewalks. Photos were shown depicting the location of the trees and showing the sidewalk issues. The first issue to resolve was to determine if the sidewalk areas affected by the two trees needed to be repaired or replaced. The second issue to resolve was to inspect the trees and determine what course of action was needed. Mr. Abraham reviewed the staff's findings.

Mr. Abraham pointed to *Municipal Code* Section 27.3(3), which states... "To remove a street tree for any reason other than (sic) those contained in Sections 27.3(1) or (2), the City Manager shall cause a notice of intention to do so to be posted on the subject tree(s). The notice shall remain posted for a period of not fewer (sic) than 15 days, during which period any local resident may file a written objection with the City Manager. If no objections are filed after 15 days' notice, the City Manager may cause or permit the tree to be removed. If objections are filed within the 15

days' notice, they shall be referred to the City Council and a hearing held thereon at its next regular meeting; and the Council may...sustain the objection or authorize the tree removed as is deemed in the best interest of the public.”

Director Abraham advised that staff posted the trees on December 15 giving notice that the trees were going to be removed. After the posting, staff received a phone call from a neighborhood resident objecting to the removal and the process for appeal was explained to that person. Two other letters objecting to the removal were received in the City Manager's Office on December 22. Due to the appeal, nothing has been done to the trees pending direction from the City Council.

It was noted by Director Abraham that there are 160 trees in rights-of-way that are not Ash trees from Ash to Stanton and Knapp to Storm. He also advised that he had met with Jeff Eyles, Chair of the Horticultural Department at Iowa State University. Mr. Eyles recommended that the trees be removed. Mr. Abraham said that the Hackberry appears to be healthy; however, in order to repair the sidewalk in its current location, the roots would need to be pruned, which will result in the decline of the tree. The Silver Maple is concerning due to the decay and “included bark” in the crotch of the tree. In the last six months, there have been two incidents where limbs have fallen off trees and on to vehicles. Staff believes that removing that tree would be a proactive action to prevent something potentially bad happening were the tree to split.

Mr. Abraham said that he had spoken with Lisa Prichard, one of the persons protesting the removal of the trees. She could not be present at this meeting; however, told Mr. Abraham that she would like to have a landscape architect address this situation.

Council Member Betcher said that she is concerned that Ms. Prichard could not be present at this meeting. In addition, Ms. Prichard had told her that she had just received notification yesterday from the City about this meeting.

Moved by Betcher, seconded by Beatty-Hansen, to table this item to January 23, 2018.

City Manager Schainker indicated that there might be people present who would like to speak on this topic.

Council Member Betcher withdrew her motion.

Director Abraham noted that if the trees were pruned when they were younger, these situations might not happen. He advised that the City will be hiring a forester, who will hopefully initiate a program for pruning street trees. It was also stated by Mr. Abraham that trees could be planted to replace those that would be removed. The City attempts to diversify the species of trees planted; however, there are trees that don't spread their roots; perhaps that species could be planted.

Mayor Haila stated that this could be precedent-setting. He would like to have staff set a policy.

Moved by Betcher, seconded by Beatty-Hansen, to table this item to January 23, 2018, so as to receive public input from those protesting the removal of trees.

Council Member Gartin said he can't think what more they would have to say other than what's in their letters. Council Member Betcher said she saw no harm being done by postponing the decision for two weeks. Council Member Gartin acknowledged the amount of time City staff had already put into this item.

Vote on Motion: 4-2. Voting aye: Beatty-Hansen, Betcher, Gartin, Martin. Voting nay: Corrieri, Nelson. Motion declared carried.

The meeting recessed at 8:07 p.m. and reconvened at 8:19 p.m.

REQUEST TO ALLOW INSTALLATION OF PUBLIC ART IN FRONT-YARD SETBACKS: Director Kelly Diekmann explained that the Council had, at its December 19, 2017, meeting referred to staff a request from Pat Brown for a Zoning Text Amendment to allow installation of public art on commercial properties along South Duff Avenue. Ms. Brown would like the installation of art (statuary) in the front-yard setback along South Duff in order to promote its visibility and aesthetic interest.

Council Member Gartin said he is concerned about having a very large feature that would be advertising what is being offered for sale at the commercial property.

Pat Brown, 3212 West Street, Ames, noted that there is a lot of interest in this proposal by the Public Art Council. She noted that there is a South Duff Business group, which has been inactive for too long; she thinks it is time to reactivate it.

According to Mr. Diekmann, if public art pieces were allowed to be installed in front-yard setbacks, a property owner would propose an easement on their property that the City would need to accept as an area for the display of public art to allow for the front-yard setback exception. The property owner would then need to place a public art feature in this area and signage would not be allowed. The benefit of this approach is to allow more flexibility on the front-yard exception, but to also provide more definition on the type and location of installation that would occur.

Council Member Martin stated his preference to delegate the decision of what is installed to the Public Art Commission.

Moved by Gartin, seconded by Nelson, to accept Option 2 (to direct staff to create an exception that does not prescribe limits on height or size if it is in a defined area of a "public art easement" granted to the City) and ask staff to come back with a process for approval of the art by the Public Art Commission.

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

321 STATE AVENUE AFFORDABLE HOUSING DEVELOPMENT (OLD MIDDLE SCHOOL): Director Diekmann advised that the developer (JCorp) has concerns about two

particular sections of the Development Agreement: Sections VII and VIII. Section VII pertains to the requirements of the developer, and Section VIII deals with General and Administrative Provisions. According to Mr. Diekmann, the developer has indicated a willingness to continue discussions on the Development Agreement.

Duane Jensen, JCorp., 708 North Highway 69, Huxley, Iowa, asked the Council to direct staff to work towards finding a way to make the project have a sunset so that he doesn't have to continue to carry the debt for six or seven years or more. Council Member Gartin asked Mr. Jensen if he felt he and the City were close enough that it was do-able. Mr. Jensen indicated that he felt it was primarily two sections. Council Member Corrieri pointed out that it is difficult to find qualified LMI home buyers and construct the homes in three years, which was the time frame proposed by the developer for the "sunset clause." City Manager Schainker commented that what is being asked for by the developer may not be possible. Director Diekmann said that staff's position is that the City would have to be willing to put additional City funds into the project, because there is no guarantee that there will be enough qualified buyers within three years.

Council Member Betcher stated that she, too, was very concerned that the City will be able to certify LMI home buyers within the developer's requested time line. She is not comfortable with any commitment that involves a lot more funds than what were anticipated and from a lot of different sources. Housing Coordinator Baker-Latimer noted that staff would do its best to find qualified buyers; however, there was no guarantee that there will be enough qualified LMI buyers. Director Diekmann indicated that the City has not tried to find this many buyers since Bentwood, which has been well over 20 years ago. He also pointed out that that program was through HUD, and the City was allowed to have higher income limits.

Council Member Gartin noted that there has not been any housing offered at the proposed price point in Ames for some time. He believes the demand is there.

Council Member Martin indicated his concern that the developer is requesting that the City buy-out the project in three years; that is something that had not been discussed before. Mayor Haila pointed out that another concern would be to find another contractor to finish the project if JCorp gets bought-out by the City after three years, but the project is not finished.

Council Member Gartin said that the Council had not discussed any alternatives if the proposal by JCorp did not work out. Director Diekmann noted that staff had presented additional options last January.

Mayor Haila asked if there is the risk of the City losing CDBG funds. Housing Coordinator Baker-Latimer stated that there is a timeliness schedule that has to be met every year. She is looking at other projects for this round of funding because the timeliness test couldn't be met with this project.

Council Member Gartin asked at what point did the three-year time line manifest itself. Mr. Jensen said it was always in the discussions. He believes he has spent a lot of money, a lot of time, and has already taken a lot of risk. It was stated by Mr. Jensen that it appears that some people are not confident that the project can be done, and that does not motivate him to want to

move forward. Mr. Jensen said that he has asked staff to include one sentence, which is to look at the program after three years and come up with some other alternatives; however, staff refused. Mr. Jensen thinks that if there are no homebuyers and the houses aren't selling after 36 months, there is a problem with the program. He said he needs some commitment to a schedule. In answer to Council Member Gartin's inquiry, Mr. Jensen believes that something can be worked out. Mr. Jensen indicated that it would be a deal-breaker for him if a time line was not put into the Agreement.

Vanessa Baker-Latimer answered the question of Council Member Corrieri that the City does have the ability to set the recapture provisions. HUD has guidelines about affordability.

Director Diekmann pointed out that to put language in the Developer's Agreement that states something might be considered in the future if something doesn't happen would not be binding.

Council Member Martin noted that both Director Diekmann and Mr. Jensen have indicated that perhaps more work can be done.

Summarizing, Mayor Haila said that if the houses are not sold within a certain time frame, e.g., three years, four years, five years, the developer wants to be absolved from his obligations and compensated for the costs that he has put into the project. Mr. Jensen acknowledged that he felt that the time frame should be three years. Director Diekmann indicated that because CDBG funding is being used, the City can't guarantee a time line. He pointed out that the market-rate homes can't all be built before the LMI housing.

Council Member Gartin asked Mr. Jensen if he had worked on similar projects. Mr. Jensen answered that he had not.

Council Member Betcher said she felt there was no reason to prolong this any longer if the end result would be the same. She reiterated her concerns that the City would not be able to find qualified buyers.

Moved by Corrieri, seconded by Betcher, to approve Alternative 2: to decline to enter into a Developer's Agreement and reject the bid for the public improvements.

Joanne Pfeiffer, 3318 Morningside Street, Ames, asked to speak. Mayor Haila noted that public input on this issue had closed; however, he asked Council if there were any objectives to taking additional public input. The Council indicated its consent to allow it. Ms. Pfeiffer stated that there is such a thing as taking a risk; however, perhaps that isn't possible for the City Council to do. She noted how much time and effort the neighborhood residents had put into this project; they had gathered data and done everything that staff had asked them to do. Ms. Pfeiffer believes that there will be qualified buyers. Council Member Gartin commented that it is a matter of the size of the risk exposure; the Council is safeguarding the money of the entire community.

Marilyn Clem, 3306 Morningside, Ames, referenced the previous decision Council had made on the location of Franklin Park. It was decided not to move it to 321 State Street. She suggested an

alternative might be to move the Park and put affordable housing where the Park is now. To her, it appeared that there would be a need for less infrastructure, which would mean less cost.

Council Member Martin said that the developer had commented that it had been difficult to bring all the stakeholders in a room at one time.

Council Member Betcher said that when discussing severing ties, she hoped that there would be some discussion about sharing the costs that have already been expended by the developer.

Director Diekmann noted staff's concern about whether buyers can qualify and whether the developer actually produces a product for which the City has buyers.

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

HEARING ON REZONING PROPERTY AT 3504 GRAND AVENUE: City Planner Ray Anderson explained that the property owner, Heartland Baptist Church, is requesting rezoning of a single parcel of land located at 3504 Grand Avenue from Residential High Density to Neighborhood Commercial. The site is located on the east side of the intersection of Grand Avenue and Bloomington Road and includes 1.83 acres. On September 19, 2017, the City Council directed that a rezoning application was the preferred option for consideration of changing use of the site compared to a Highway-Oriented Commercial LUPP change application.

According to Planner Anderson, Habitat for Humanity of Central Iowa proposes to relocate its main office, presently located at 401 Clark Avenue, and its retail store, presently located at 402 E. Lincoln Way, to the site at 3504 Grand Avenue. Stand-alone offices and retail sales and service uses, as proposed for this site, are not permitted in the RH zoning District. Rezoning of the site to Neighborhood Commercial allows the proposed uses in the pre-existing buildings on a lot with a maximum lot area of 100,000 square feet, subject to approval of a Special Use Permit by the Zoning Board of Adjustment. The Special Use Permit requirement is triggered by the size of the property exceeding 20,000 square feet. If the rezoning is approved, the applicant would proceed with a Special use Permit application for use of the site to address operational aspects of the business. Mr. Anderson said that the site contains a now-vacant building; however, it was previously occupied by Heartland Baptist Church. The applicant intends to establish its planned uses with the existing structures without any alterations to the exterior or changes to the parking areas.

The Council was told by Planner Anderson that, at the December 20, 2017, Planning and Zoning Commission meeting, the Commission voted unanimously to recommend approval of the rezoning.

The public hearing was opened by Mayor Haila. After no one else came forward to speak, the Mayor closed the hearing.

Moved by Nelson, seconded by Betcher, to pass on first reading an ordinance rezoning property at 3504 Grand Avenue from Residential High Density (RH) to Neighborhood Commercial (NC). Roll Call Vote: 4-1-1. Voting aye: Beatty-Hansen, Betcher, Corrieri, Nelson. Voting nay: None. Abstaining due to a conflict of interest: Gartin. Motion declared carried.

Mayor Haila brought the Council's attention to the letter received from Habitat for Humanity requesting suspension of the rules necessary for the adoption of an ordinance and asked if there was any interest on the part of the City Council to do so. None of the Council members recommended suspending the rules.

HEARING ON NORTH RIVER VALLEY PARK LOW-HEAD DAM IMPROVEMENTS PROJECT: Christina Murphy, Assistant Director of Water and Pollution Control, indicated that she was available if there were any questions.

Mayor Haila opened the public hearing. There was no one wishing to speak, and the hearing was closed.

Moved by Nelson, seconded by Betcher, to reject the bid.
Vote on Motion: 6-0. Motion declared carried unanimously.

COUNCIL COMMENTS: Moved by Gartin, seconded by Betcher, direct staff to come back with some options for providing some type of compensation to JCorp for the investments they have made on the 321 State Street, including historical and setting a precedent.

Council Member Corrieri asked how this would be different than when other developers have requested a rezoning or project. Council Member Gartin said he believes there have been additional items since the issuance of the RFP.

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

ADJOURNMENT: Moved by Nelson to adjourn the meeting at 9:47 p.m.
Vote on Motion: 6-0. Motion declared carried unanimously.

Diane R. Voss, City Clerk

John A. Haila, Mayor

MINUTES OF THE CITY COUNCIL RETREAT

AMES, IOWA

JANUARY 13, 2018

The Ames City Council was called to order by Mayor John Haila at 8:45 a.m. on the 13th day of January, 2018, in Parks and Recreation Office, 1500 Gateway Hills Park Drive. City Council Members present were Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, David Martin, and Chris Nelson. *Ex officio* Council Member Robert Bingham was also present. City Manager Steven Schainker, City Attorney Mark Lambert, Assistant City Manager Bob Kindred, Assistant City Manager Brian Phillips, and Management Analyst Tasheik Kerr were also present.

TEAM-BUILDING AND GOAL-SETTING SESSION: Mayor Haila welcomed the City Council to the Goal-Setting Session. He expressed appreciation for the unique strengths of each Council Member, and indicated he was looking forward to the Council working together in the future. The Mayor then turned the discussion over to Donna Gilligan, who was facilitating the session.

Ms. Gilligan reviewed the agenda for the day. She outlined her role, the roles of the Council Members, the role of the public in attendance, and the role of City staff. Ms. Gilligan then reviewed the desired outcomes and purpose of the activities the Council would undertake.

The Council Members conducted an energizer activity. Council Member Nelson left the meeting at 9:48 a.m.

The meeting recessed at 10:16 a.m. and resumed at 10:28 a.m.

Ms. Gilligan led the group in an exercise to get to know one another. Council Member Nelson returned to the meeting at 11:09 a.m.

The meeting recessed at 11:53 a.m. for lunch and resumed at 12:12 p.m.

Ms. Gilligan shared the themes she had learned from her individual meetings with each Council Member. She then presented a personal style inventory to the City Council. The Council Members reviewed their personal styles.

The meeting recessed at 1:44 p.m. and resumed at 1:53 p.m.

City Manager Steve Schainker reviewed the role of staff in relation to the City Council. Mayor Haila mentioned that he wished for each item in the Council Packets to have the Council formally decide whether to refer each item in the packet. Assistant City Manager Brian Phillips proposed that during Council Comments, the City Clerk list each item one by one for the Council Members to vote on referring, rather than relying on the Council Members to bring up the items they are interested in.

Council Member Nelson left the meeting at 2:46 p.m.

The meeting recessed at 2:46 p.m. and resumed at 2:58 p.m.

Mr. Schainker discussed the role of the Mayor in relation to the City Council. He invited feedback from the Council Members regarding their expectations for how the Mayor should run meetings. *Ex-Officio* Council Member Bingham expressed that he felt the Council Members talked over each other frequently. Council Member Beatty-Hansen expected efficiency in the conversation to avoid de-railing the discussion. Council Member Corrieri asked whether there was a rule for the public presentation of Power Points. Council Member Betcher requested that a copy of any public presentation should be sent in advance and retained for the Council's records. Council Member Martin stated it was helpful for the Mayor to ask the Clerk to read back the motions prior to voting. Mayor Haila offered to ask Council Members whether they had anything new or fresh to discuss if he senses the discussion becoming repetitive.

Council Member Nelson returned to the meeting at 3:14 p.m.

Council Member Gartin stated he felt it was appropriate for the Mayor to express appreciation for those who may have apprehension about speaking at the Council meeting. *Ex-officio* Council Member Bingham asked that Council Members intervene if there are derogatory comments expressed about a group. Mr. Schainker summarized that he heard themes that the Mayor should keep the discussion moving and civil. Regarding emails sent to the Mayor and City Council, Mayor Haila committed to responding to all emails he receives, independent of whether the Council Members respond.

Mayor Haila mentioned he would be contacting the Council Members more frequently to discuss where they stand on particular issues. Council Member Corrieri offered that the Council could meet perhaps quarterly in an informal setting to discuss progress towards the Council's goals. Council Member Gartin noted that there are times when he has acted negatively after losing a vote, and he would like the Mayor to be willing to contact individual Council Members if they act without courtesy.

Mr. Schainker asked the Council Members their thoughts regarding Council Members serving on committees or participating in outside activities where there may be a perception that they represent the rest of the City Council. The Council Members felt that they should keep the rest of the Council informed if they participate on boards that may have a major impact on City activities. Therefore, the rest of the Council would be informed and would have the opportunity to ask questions of the participating Member. Participants on boards such as National League of Cities committees will only inform the Council of their activities if there is some impact anticipated to the City of Ames.

In lieu of this approach, Council Member Corrieri suggested that at the beginning of each year, the Council Members all disclose their participation on commissions or committees that may relate to their service on the Council. Mayor Haila offered to ask the City Clerk to send a request for this information to each Council Member.

Ms. Gilligan outlined the steps for the next goal-setting meeting. The meeting will involve reviewing ground rules, what makes an effective decision-making body, and the goals. She asked

the Council Members whether the goals will be started from scratch, using the existing goals, or modifying the existing goals somehow. The Council Members expressed interest in modifying the existing goals rather than starting from scratch.

ADJOURNMENT: The meeting concluded at 4:30 p.m.

Brian Phillips, Assistant City Manager

John A. Haila, 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:	January 2018	
For City Council Date:	January 23, 2018	

Department	General Description of Contract	Contract Change No.	Original Contract Amount	Contractor/ Vendor	Total of Prior Change Orders	Amount this Change Order	Change Approved By	Purchasing Contact (Buyer)
Electric Services	Engineering Services for Ames Substation Improvements	1	\$264,791.00	DRG Engineering	\$0.00	\$20,000.00	D. Kom	CB
Public Works	2016/17 Asphalt Street Pavement Improvements & 2016 Water System Improvements Program #2	1	\$1,767,446.74	Manatt's, Inc.	\$0.00	\$4,169.20	J. Joiner	MA
Public Works	2016/17 Downtown Street Pavement Improvements	1	\$307,184.50	Con-Struct, Inc.	\$0.00	\$0.00	T. Warner	MA
Public Works	2014/15 Sanitary Sewer Manhole Rehabilitation	2	\$1,032,105.23	Save Our Sewers, Inc.	\$29,700.00	\$-(8,227.52)	B. Kindred	MA
			\$		\$	\$		
			\$		\$	\$		

Bond Effective

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:

*Caring People
Quality Programs
Exceptional Service*

5a-f

TO: Mayor John Haila and Ames City Council Members

FROM: Lieutenant Dan Walter – Ames Police Department

DATE: January 16th, 2018

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

The Council agenda for January 23rd, 2018, includes beer permits and liquor license renewals for:

- Class A Liquor - LA0000052 - American Legion, Ames Post 37, 225 Main St.
- Class C & Outdoor Service - LC0039752 - Chipotle Mexican Grill, 435 S. Duff Ave., Ste. 102
- Class B Beer & Outdoor Service - BB0035468 - Torrent Brewing Co. LLC, 504 Burnett Ave.
- Class C Liquor & Outdoor Services - LC0034341 - West Towne Pub, 4518 Mortensen Rd., Ste. 10
- Class C Liquor & Outdoor Services - LC0031099 - Dublin Bay, 320 S. 16th Street
Special Class C Liquor - BW0094059 - Shogun of Ames, 3704 Lincoln Way

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 listed businesses.

Matthew Allen

First Name: Matthew

Last Name: Allen

City: Rogers

State: Arkansas

Zip: 72758

Position: Assistant Treasurer

% of Ownership: 0.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company: <u>Fidelity & Deposit Company of Maryland</u>	
Policy Effective Date: <u>03/05/2018</u>	Policy Expiration <u>01/01/1900</u>
Bond Effective <u>2</u>	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

Applicant License Application (LA0001072)

Name of Applicant: <u>Ames Lodge No. 1626, Benevolent</u>		
Name of Business (DBA): <u>Elks Lodge</u>		
Address of Premises: <u>522 Douglas</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>5001000</u>
Business	<u>(515) 232-6314</u>	
Mailing	<u>522 Douglas</u>	
City <u>Ames</u>	State <u>IA</u>	Zip: <u>50010</u>

Contact Person

Name Eric Brown
Phone: (515) 232-6314 Email ameselks@gmail.com

Classification Class A Liquor License (LA) (Private Club)

Term:12 months

Effective Date: 03/31/2020

Expiration Date:

Privileges:

Class A Liquor License (LA) (Private Club)

Status of Business

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

Ownership

Marc Clayton

First Name: Marc **Last Name:** Clayton
City: Ames **State:** Iowa **Zip:** 50014
Position: Exalted Ruler
% of Ownership: 0.00% **U.S. Citizen:** **Yes**

Eric Brown

First Name: Eric **Last Name:** Brown
City: Ames **State:** Iowa **Zip:** 50010
Position: Trustee
% of Ownership: 0.00% **U.S. Citizen:** **Yes**

Mitchell Dillavou

First Name: Mitchell **Last Name:** Dillavou
City: Ames **State:** Iowa **Zip:** 50014
Position: Treasurer
% of Ownership: 0.00% **U.S. Citizen:** **Yes**

Insurance Company Information

Insurance Company:	<u>Old Republic Insurance Company</u>		
Policy Effective Date:	<u>03/31/2017</u>	Policy Expiration	<u>03/31/2018</u>
Bond Effective		Dram Cancel Date:	
Outdoor Service Effective		Outdoor Service Expiration	
Temp Transfer Effective		Temp Transfer Expiration Date:	

Name of Applicant: <u>Blazin Wings, Inc.</u>		
Name of Business (DBA): <u>Buffalo Wild Wings</u>		
Address of Premises: <u>400 South Duff Avenue</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50010</u>
Business <u>(515) 232-9464</u>		
Mailing <u>Attn: Licensing</u>		
City <u>Minneapolis</u>	State <u>MN</u>	Zip: <u>55416</u>

Contact Person

Name <u>Licensing Department</u>
Phone: <u>(952) 593-9943</u> Email <u>Licensing@buffalowildwings.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term: 12 months

Effective Date: 03/07/2019

Expiration Date:

Privileges:

Class C Liquor License (LC) (Commercial)

Status of Business

BusinessType: <u>Publicly Traded Corporation</u>
Corporate ID Number: <u>XXXXXXXXXX</u> Federal Employer ID <u>XXXXXXXXXX</u>

Ownership

Sally Jeanne Wold

First Name: Sally Jeanne **Last Name:** Wold
City: Edina **State:** Minnesota **Zip:** 55439
Position: President
% of Ownership: 0.00% **U.S. Citizen:** Yes

Buffalo Wild Wings, Inc.

First Name: Buffalo Wild Wings, **Last Name:** Inc.
City: Minneapolis **State:** Minnesota **Zip:** 55416
Position: Parent Company
% of Ownership: 100.00% **U.S. Citizen:** Yes

Emily Decker

First Name: Emily **Last Name:** Decker
City: Wayzata **State:** Minnesota **Zip:** 55391
Position: Vice President/Gen
% of Ownership: 0.00% **U.S. Citizen:** Yes

Alexander Ware

First Name: Alexander

Last Name: Ware

City: Edina

State: Minnesota

Zip: 55424

Position: CFO

% of Ownership: 0.00%

U.S. Citizen: No

Insurance Company Information

Insurance Company: <u>Hartford Fire Insurance Company</u>	
Policy Effective Date: <u>03/07/2018</u>	Policy Expiration <u>03/07/2019</u>
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:



To: Mayor and Ames City Council Members

From: Steven L. Schainker, City Manager

Date: January 19, 2018

Subject: Approval of Councilperson Gartin To Iowa League Committee

Councilperson Gartin has been asked to serve on the Education Committee of the Iowa League of Cities. This committee is charged with the responsibility for reviewing and recommending workshop presentations for the Iowa League Conferences.

Tim has indicated that there should be little or no cost associated with his membership on the committee, since most of the work is accomplished by phone.

I am sure you will agree that it is very important that there are high quality workshop presentations for the League members. Tim will do a good job advocating for this type of quality! Therefore, I would recommend that a motion be passed approving Tim's membership on the Iowa Leagues' Education Committee.

I was a little confused about the final decision regarding Council members serving on boards and commissions. I thought what was decided was that Council members would only have to submit a list of those local boards or commissions on which they are serving. **However, because Tim was being asked to serve on an Iowa League committee because of his membership on the City Council, I thought it would be appropriate for the Council to approve a member representing the body on a committee.**

COUNCIL ACTION FORM

SUBJECT: APPROVAL OF 2017 NATIONAL ELECTRICAL CODE WITH AMENDMENTS

BACKGROUND:

The National Electrical Code (NEC), published by the National Fire Protection Association (NFPA), is the model code of standards for electrical construction and maintenance in use throughout the United States. The Code is updated at three year intervals to reflect the latest improvements in public safety technologies. The State of Iowa historically adopts the most recent edition of the NEC and, in doing so, requires every local jurisdiction to do the same.

The State of Iowa has adopted the 2017 edition of the NEC effective on January 1, 2018. The City of Ames is required to follow the State in adopting the NEC and their adopted amendments to assure consistency of State and local standards. Electricians doing work within the City of Ames are required by their State licensure to follow the NEC adopted by the State, which as of January 1, 2018, is the 2017 NEC. The City of Ames is currently regulated by the last adopted NEC, which is the 2014 version of the code. **To be operating legally under the State Code, the City must, at a minimum, adopt the 2017 NEC and the two State amendments.**

The first step in the code adoption process is an in depth review of the 2017 NEC by Inspections staff. Inspections staff receives not only the 2017 NEC code book, but also reference materials that describe the significant changes between the 2014 and 2017 versions of the code. Once a thorough review is complete, the process moves onto City Legal Staff and to the Building Board of Appeals.

The Building Board of Appeals is a seven member board appointed by the Mayor with the approval of the City Council. Each member is qualified by experience and training in matters pertaining to building construction. The membership of the Board consists of the following professionals:

- Licensed Architect
- Professional Engineer
- General Contractor
- Homebuilder
- Licensed Journeyman or Master Electrician, or Electrical Contractor
- Licensed Journeyman or Master Plumber, or Plumbing Contractor
- Licensed Master HVAC Technician, or Mechanical Contractor

The Building Board of Appeals is tasked with reviewing proposed text amendments to Ames *Municipal Code*, Chapter 5, Building, Electrical, Mechanical and Plumbing Code. Proposed text amendments are reviewed by the Board with a public hearing and recommendation to the City Council.

On October 25, 2017, Inspections staff sent an e-mail to all contractors who have done business with the Inspection Division within the last year to notify them of the proposed 2017 NEC adoption process and that their attendance and input at the November 6, 2017, Building Board of Appeals meeting would be welcome.

The Building Board of Appeals held a public hearing on November 6, 2017. There were no contractors present for the meeting and no public input submitted. As a result, the Board made a motion to recommend to the City Council approval of the 2017 NEC with the two State of Iowa amendments and one local amendment.

CODE CHANGES:

Revisions made in the 2017 edition of the NEC reflect modifications in the industry related to energy efficiency, energy production, residential uses, and special needs for health care facilities, and offer better protection for people and their property as the demands on electrical service increase. Attachment A highlights some of the more notable changes. This list is not inclusive as the actual book of changes, with analysis of each change, is over 500 pages long.

One Local Amendment:

The local amendment allows nonmetallic-sheathed cable to continue to be used in single and multi-family structures, but restricts the use in commercial structures, as it has in years past. The prohibition of Nonmetallic-sheathed cable for commercial structures and allowable use in single and multi-family structures is consistent with other jurisdictions:

Section 334.10, Nonmetallic-Sheathed Cable, Uses Permitted, is amended by deleting Subsection (3) therefrom and inserting in lieu thereof a new Subsection (3): All other structures shall be wired using other methods as allowed by the NEC.

Two State Amendments:

In the 2014 NEC, there was a change that required AFCI protection for existing circuits and receptacle replacements. The State has adopted two amendments to the 2017 NEC that address the potential difficulty in providing arc fault protection on existing circuits for contractors and owners. They have amended out the following sections:

Section 210.12(D) Branch Circuit Extensions or Modifications – Dwelling Units and Dormitory Units. In any of the areas specified in 210.12.(A) or (B), where branch-circuit wiring is modified, replaced, or extended the branch circuit shall be protected by one of the following:

- 1) A listed combination-type AFCI located at the origin of the branch circuit
- 2) A listed outlet branch-circuit-type AFCI located at the first receptacle outlet of the existing branch circuit

Exception: AFCI protection shall not be required where the extension of the existing conductors is not more than 1.8m (6 ft) and does not include any additional outlets or devices.

Section 406.4(D)(4) Arc-fault Circuit Interrupter Protection. Where a receptacle outlet is located in any areas specified in 210.12(A) or (B), a replacement receptacle at this outlet shall be one of the following:

- 1) A listed outlet branch-circuit type arc-fault circuit-interrupter receptacle

- 2) A receptacle protected by a listed outlet branch-circuit type arc-fault circuit-interrupter type receptacle
- 3) A receptacle protected by a listed combination type arc-fault circuit-interrupter type circuit breaker

Exception No.1: Arc-fault circuit-interrupter protection shall not be required where all of the following apply:

- 1) *The replacement complies with 406.4(D)(2)(b).*
- 2) *It is impracticable to provide an equipment grounding conductor as provided by 250.130(C)*
- 3) *A listed combination type arc-fault circuit-interrupter circuit breaker is not commercially available.*
- 4) *GFCI/AFCI dual function receptacles are not commercially available.*

Exception No.2: Section 210.12(B), Exception shall not apply to replacement of receptacles.

ALTERNATIVES:

1. Set the public hearing for February 13, 2018 to review the proposal to adopt the 2017 edition of the National Electrical Code (NEC) with one local amendment and two State of Iowa amendments as explained above.
2. Direct staff to work with the Building Board of Appeals to develop further local amendments to the recommended codes.

MANAGER'S RECOMMENDED ACTION:

The Legal Department and the Building Board of Appeals have reviewed the proposal and has recommended approval to the City Council. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby setting a public hearing for February 13, 2018.

ATTACHMENT A

The following is an overview of some of the changes made by the NFPA in the 2017 edition of the NEC. Although this is not an inclusive list it does highlight the most notable changes from the 2014 edition. Many of these changes are being implemented to create safer working environments for electrical workers as well as safer living conditions for everyone.

- 110.14(D) – Torquing of connections is now required if on equipment or in instructions.
 - This was previously an informational note. It was determined that the importance of making a proper connection was significant enough that the informational note should be entered into the code so that it would be enforceable.
- 210.8(B) – GFCI protection for other than dwellings is expanded to all 1-phase receptacles 150V to ground or less, 50A or less and 3-phase 150V to ground or less, 100A or less in listed locations.
 - The installation of GFCI devices has been proven to save lives and reduce shock injuries. The new code section expands the requirement for GFCIs to receptacles with higher currents and voltage, especially those in workplaces.
- 210.8(B)(9) & (10) – GFCI protection is now required for receptacles in non-dwelling crawl spaces and finished basements.
 - The change in subsection 9, expands the requirement for GFCI protection to include all crawl spaces, not just those in dwelling units.
 - The change in subsection 10, expands the GFCI requirement to include unfinished commercial basements and receptacles with stronger currents like 210.8(B) above.
- 210.8(E) – GFCI protection is now required for lighting outlets in crawl spaces.
 - This section adds the requirement for GFCI protection in crawl spaces. This increases safety for electrical contractors.
- 210.12(C) – All guest rooms and suites must now have AFCI protection.
 - AFCI protection is now required in all hotel rooms. Previously, they were only required if there were permanent cooking provisions in the room. This increases the level of safety for hotel guests.
- 210.64 – The indoor service area receptacle must now be accessible, within 25', and in the same room.
 - This distance has been shortened from 50 feet to 25'. The intent is to reduce the use of extension cords which have been proven to decrease the level of safety.
- 320.6 – AC cable and fittings must be listed.
 - This change requires cables and their fittings to be listed as other equipment does.
- 406.3(F) – Receptacles with USB chargers must be listed and have integral Class 2 circuitry.
 - This code section adds listing requirements for receptacles with USB chargers and requires the circuitry to be integral to the device. This code change reflects updated technology.
- 406.6(D) – Receptacles faceplates with night lights or USB chargers must be listed and the night light and/or Class 2 circuitry must be integral.

- This is a result of increased technology. It requires the installation of these receptacles to be listed.
- 409.22(B) – Available short-circuit current at industrial control panels must be documented and available.
 - This code section requires short-circuit current data to be made available so that installation could be evaluated by an inspector. Previously, there was no way to know what the current rating was and, therefore, no way to know if the proper equipment was installed.
- 422.16(B)(2) – Receptacles for built-in dishwashers must be in adjacent space.
 - This brings the code in line with the manufacturer specifications on dishwashers and trash compactors.

In addition to the above changes, one new article, Article 425, has been added to the 2017 NEC. It addresses industrial process heating equipment.



MEMO

To: Mayor and City Council

From: Roger Wisecup, CPA
City Treasurer

Date: January 5, 2018

Subject: Investment Report for Quarter Ending December 31, 2017

Introduction

The purpose of this memorandum is to present a report summarizing the performance of the City of Ames investment portfolio for the quarter ending December 31, 2017.

Discussion

This report covers the period ending December 31, 2017 and presents a summary of the investments on hand at the end of December 2017. The investments are valued at amortized cost; this reflects the same basis that the assets are carried on the financial records of the City. All investments are in compliance with the current Investment Policy.

Comments

The Federal Reserve increased the target rate for federal funds in December from 1.00-1.25 percent to 1.25-1.50 percent. While rates are trending upwards, future investments can be made at slightly higher interest rates and future interest income should increase. The current outlook has the Federal Reserve continuing to raise the target rate in 2018. We will continue to evaluate our current investment strategy, remaining flexible to future investments should the Federal Reserve continue to raise the target rate.

CITY OF AMES, IOWA

**CASH AND INVESTMENTS SUMMARY
AND SUMMARY OF INVESTMENT EARNINGS**

**FOR THE QUARTER ENDED DECEMBER 31, 2017
AND THE ACCUMULATED YEAR-TO-DATE**

DESCRIPTION	BOOK VALUE	MARKET VALUE	UN-REALIZED GAIN/(LOSS)
CERTIFICATES OF DEPOSIT	19,500,000	19,500,000	0
FEDERAL AGENCY DISCOUNTS	1,492,550	1,490,371	(2,179)
FEDERAL AGENCY SECURITIES	95,221,521	94,458,344	(763,177)
COMMERCIAL PAPER	12,926,138	12,921,890	(4,248)
INVESTMENT POOLS			0
PASS THRU SECURITIES PAC/CMO			0
MONEY FUND SAVINGS ACCOUNTS	5,279,857	5,279,857	0
PASSBOOK/CHECKING ACCOUNTS	132,632	132,632	0
US TREASURY SECURITIES	10,470,287	10,411,085	(59,202)
INVESTMENTS	<u>145,022,985</u>	<u>144,194,179</u>	<u>(828,806)</u>
CASH ACCOUNTS	<u>15,407,309</u>	<u>15,407,309</u>	
TOTAL FUNDS AVAILABLE	<u><u>160,430,294</u></u>	<u><u>159,601,488</u></u>	<u><u>(828,806)</u></u>

ACCRUAL BASIS INVESTMENT EARNINGS

YR-TO-DATE

GROSS EARNINGS ON INVESTMENTS:

787,697

INTEREST EARNED ON CASH:

131,123

TOTAL INTEREST EARNED:

918,819



**Investments FY 2017-2018
Portfolio Management
Portfolio Summary
December 31, 2017**

City of Ames

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Certificates of Deposit	19,500,000.00	19,500,000.00	19,500,000.00	13.45	446	369	1.580	1.602
Money Market	5,279,856.98	5,279,856.98	5,279,856.98	3.64	1	1	0.296	0.300
Passbook/Checking Accounts	132,632.49	132,632.49	132,632.49	0.09	1	1	0.148	0.150
Commercial Paper Disc. -Amortizing	13,000,000.00	12,921,890.00	12,926,137.88	8.91	234	131	1.540	1.562
Federal Agency Coupon Securities	95,190,000.00	94,458,343.84	95,221,521.30	65.66	1,029	548	1.296	1.314
Federal Agency Disc. -Amortizing	1,500,000.00	1,490,370.75	1,492,549.91	1.03	279	157	1.159	1.175
Treasury Coupon Securities	10,500,000.00	10,411,085.49	10,470,286.86	7.22	1,191	494	1.372	1.391
Investments	145,102,489.47	144,194,179.55	145,022,985.42	100.00%	845	458	1.323	1.341

Total Earnings	December 31 Month Ending	Fiscal Year To Date
Current Year	160,740.94	787,696.64
Average Daily Balance	144,712,470.36	
Effective Rate of Return	1.31%	

I certify that these reports are in conformance with the Iowa Public Investment Act.

Roger J. Wisecup II, CPA 1-5-18
 Roger J. Wisecup II, City Treasurer

**US TREASURY CONSTANT MATURITY RATES
PERIOD ENDING DECEMBER 31, 2017
3 YEAR COMPARISON**

	December 31, 2017	December 31, 2016	December 31, 2015
3 Months	1.39%	0.51%	0.16%
6 Months	1.53%	0.62%	0.49%
1 Year	1.76%	0.85%	0.65%
2 Years	1.89%	1.20%	1.06%
3 Years	1.98%	1.47%	1.31%
5 Years	2.20%	1.93%	1.76%

Reporting period 12/01/2017-12/31/2017

Run Date: 01/04/2018 - 10:26

Portfolio 2018
AC
PM (PRF_PM1) 7.3.0
Report Ver. 7.3.5

**Investments FY 2017-2018
Portfolio Management
Portfolio Details - Investments
December 31, 2017**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity	Maturity Date
Certificates of Deposit												
12162145	12162145	Bankers Trust		12/07/2017	1,000,000.00	1,000,000.00	1,000,000.00	1.780	1.756	1.780	379	01/15/2019
12281867	12281867	Bankers Trust		12/07/2017	1,500,000.00	1,500,000.00	1,500,000.00	1.700	1.677	1.700	287	10/15/2018
12292365	12292365	Bankers Trust		12/07/2017	1,000,000.00	1,000,000.00	1,000,000.00	1.720	1.696	1.720	318	11/15/2018
12505900	12505900	Bankers Trust		12/07/2017	1,000,000.00	1,000,000.00	1,000,000.00	1.770	1.746	1.770	347	12/14/2018
12595735	12595735	Bankers Trust		10/13/2017	2,000,000.00	2,000,000.00	2,000,000.00	1.600	1.578	1.600	700	12/02/2019
144277960	144277960	Great Western Bank		09/13/2017	1,000,000.00	1,000,000.00	1,000,000.00	1.450	1.430	1.450	88	03/30/2018
144277962	144277962	Great Western Bank		09/13/2017	1,500,000.00	1,500,000.00	1,500,000.00	1.450	1.430	1.450	179	06/29/2018
144277963	144277963	Great Western Bank		09/13/2017	1,000,000.00	1,000,000.00	1,000,000.00	1.450	1.430	1.450	242	08/31/2018
144277964	144277964	Great Western Bank		09/13/2017	1,500,000.00	1,500,000.00	1,500,000.00	1.450	1.430	1.450	270	09/28/2018
144277965	144277965	Great Western Bank		09/13/2017	1,000,000.00	1,000,000.00	1,000,000.00	1.480	1.460	1.480	303	10/31/2018
144277966	144277966	Great Western Bank		09/13/2017	1,000,000.00	1,000,000.00	1,000,000.00	1.480	1.460	1.480	333	11/30/2018
144277968	144277968	Great Western Bank		09/13/2017	1,000,000.00	1,000,000.00	1,000,000.00	1.480	1.460	1.480	361	12/28/2018
144277970	144277970	Great Western Bank		09/13/2017	1,000,000.00	1,000,000.00	1,000,000.00	1.500	1.479	1.500	452	03/29/2019
144277971	144277971	Great Western Bank		09/13/2017	1,000,000.00	1,000,000.00	1,000,000.00	1.500	1.479	1.500	543	06/28/2019
144278699	144278699	Great Western Bank		10/13/2017	1,000,000.00	1,000,000.00	1,000,000.00	1.550	1.529	1.550	518	06/03/2019
59019689	59019689	Vision Bank		12/07/2017	1,000,000.00	1,000,000.00	1,000,000.00	1.980	1.953	1.980	395	01/31/2019
59019697	59019697	Vision Bank		12/07/2017	1,000,000.00	1,000,000.00	1,000,000.00	2.000	1.973	2.000	410	02/15/2019
Subtotal and Average			18,241,935.48		19,500,000.00	19,500,000.00	19,500,000.00	1.580	1.602	1.580	369	
Money Market												
SYS4531558874B	4531558874B	Great Western Bank			5,279,856.98	5,279,856.98	5,279,856.98	0.300	0.296	0.300	1	
Subtotal and Average			5,279,269.32		5,279,856.98	5,279,856.98	5,279,856.98	0.296	0.300	0.296	1	
Passbook/Checking Accounts												
SYS6952311634B	6952311634B	Wells Fargo			132,632.49	132,632.49	132,632.49	0.150	0.148	0.150	1	
Subtotal and Average			132,628.80		132,632.49	132,632.49	132,632.49	0.148	0.150	0.148	1	
Commercial Paper Disc. -Amortizing												
20147MCS0	0797-17	Commercial Bank PSQC		12/07/2017	1,000,000.00	996,480.00	996,266.67	1.600	1.608	1.630	84	03/26/2018
2254EBFF3	0782-17	Credit Suisse		09/28/2017	1,000,000.00	991,880.00	992,804.17	1.570	1.602	1.624	165	06/15/2018
2254EBH20	0795-17	Credit Suisse		11/09/2017	1,500,000.00	1,483,680.00	1,484,911.43	1.700	1.737	1.761	213	08/02/2018
46640QFN6	0781-17	JP Morgan Commercial Paper		09/28/2017	1,000,000.00	992,590.00	992,498.89	1.570	1.603	1.625	172	06/22/2018
46640QFL0	0794-17A	JP Morgan Commercial Paper		10/20/2017	1,000,000.00	992,500.00	992,586.11	1.570	1.605	1.627	170	06/20/2018
46640QFL0	0794-17B	JP Morgan Commercial Paper		10/20/2017	1,500,000.00	1,488,750.00	1,488,879.17	1.570	1.605	1.627	170	06/20/2018
59157UBU3	0772-17	Met Life Commercial Paper		08/31/2017	1,000,000.00	997,480.00	997,905.27	1.300	1.309	1.327	58	02/28/2018
63873KGCS	0798-17	Natixis		12/07/2017	1,500,000.00	1,487,205.00	1,487,200.00	1.600	1.634	1.656	192	07/12/2018

Investments FY 2017-2018
Portfolio Management
Portfolio Details - Investments
December 31, 2017

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity	Maturity Date
Commercial Paper Disc. -Amortizing												
7443M3DW1	0773-17	Prudential PLC		08/31/2017	1,000,000.00	994,400.00	995,768.62	1.280	1.302	1.320	119	04/30/2018
82124MAV2	0771-17A	Sheffield Receivables		05/12/2017	1,500,000.00	1,498,155.00	1,498,390.53	1.380	1.415	1.435	28	01/29/2018
82124MAV2	0771-17B	Sheffield Receivables		05/12/2017	1,000,000.00	998,770.00	998,927.02	1.380	1.415	1.435	28	01/29/2018
Subtotal and Average			12,437,873.18		13,000,000.00	12,921,890.00	12,926,137.88		1.540	1.562	131	
Federal Agency Coupon Securities												
3133EGQM0	0732-16	Federal Farm Credit		08/15/2016	940,000.00	915,708.52	939,436.86	1.620	1.613	1.635	1,501	02/10/2022
3133EGUW3	0740-16A	Federal Farm Credit		09/29/2016	1,000,000.00	998,778.00	1,000,000.00	0.880	0.868	0.880	78	03/20/2018
3133EGUW3	0740-16B	Federal Farm Credit		09/29/2016	500,000.00	499,389.00	500,000.00	0.880	0.868	0.880	78	03/20/2018
3133EGQQ1	0743-16	Federal Farm Credit		10/14/2016	8,000,000.00	7,860,048.00	7,996,824.79	1.300	1.299	1.317	865	05/15/2020
3133EGD69	0746-16	Federal Farm Credit		11/07/2016	5,000,000.00	4,914,700.00	4,997,650.00	1.320	1.322	1.341	857	05/07/2020
3133ECL44	0760-17	Federal Farm Credit		03/10/2017	1,000,000.00	998,672.00	999,501.28	1.000	1.165	1.181	100	04/11/2018
3133EHKF9	0789-17	Federal Farm Credit		10/13/2017	2,000,000.00	1,978,678.00	1,994,696.96	1.770	1.839	1.864	1,057	11/23/2020
3130A87B3	0722-16	Federal Home Loan Bank		05/27/2016	2,000,000.00	1,996,172.00	2,000,000.00	1.000	0.986	1.000	149	05/30/2018
3130A8UU5	0734-16	Federal Home Loan Bank		08/25/2016	4,000,000.00	3,991,376.00	4,000,271.34	1.000	0.969	0.983	142	05/23/2018
3130A8Z30	0735-16	Federal Home Loan Bank		08/25/2016	2,000,000.00	1,995,314.00	1,999,725.71	0.875	0.897	0.910	144	05/25/2018
3130A97F2	0747-16	Federal Home Loan Bank		11/09/2016	1,000,000.00	998,417.00	1,000,492.20	0.875	0.689	0.698	101	04/12/2018
313378A43	0759-17	Federal Home Loan Bank		03/10/2017	1,000,000.00	999,953.00	1,000,477.64	1.375	1.105	1.120	67	03/09/2018
3130A8BD4	0766-17A	Federal Home Loan Bank		04/20/2017	1,415,000.00	1,410,702.65	1,413,385.45	0.875	1.093	1.108	179	06/29/2018
3130A8BD4	0766-17B	Federal Home Loan Bank		04/20/2017	1,000,000.00	996,963.00	998,858.97	0.875	1.093	1.108	179	06/29/2018
3132X0QQ7	0767-17A	Federal Home Loan Bank		04/20/2017	1,500,000.00	1,493,023.50	1,501,738.69	1.375	1.236	1.253	350	12/17/2018
3132X0QQ7	0767-17B	Federal Home Loan Bank		04/20/2017	1,000,000.00	995,349.00	1,001,159.13	1.375	1.236	1.253	350	12/17/2018
3130ABHF6	0778-17	Federal Home Loan Bank		09/15/2017	3,250,000.00	3,213,834.00	3,249,401.57	1.875	1.855	1.880	1,247	06/01/2021
3130A7G25	0784-17	Federal Home Loan Bank		10/05/2017	1,515,000.00	1,503,916.26	1,512,140.73	1.260	1.457	1.478	438	03/15/2019
313379EE5	0786-17	Federal Home Loan Bank		10/05/2017	1,500,000.00	1,494,484.50	1,502,988.57	1.625	1.465	1.485	529	06/14/2019
3130A8P72	0787-17	Federal Home Loan Bank		10/05/2017	1,570,000.00	1,551,486.12	1,561,981.28	1.030	1.506	1.527	557	07/12/2019
3130AABG2	0791-17	Federal Home Loan Bank		10/13/2017	1,135,000.00	1,122,974.68	1,135,806.57	1.875	1.830	1.856	1,428	11/29/2021
3130ABF92	0793-17	Federal Home Loan Bank		10/19/2017	1,000,000.00	998,977.53	1,003,824.92	1.375	1.510	1.531	512	05/28/2019
3137EADG1	0674-14	Federal Home Loan Mortgage Co.		10/21/2014	1,000,000.00	998,151.00	1,003,988.55	1.750	1.437	1.457	514	05/30/2019
3137EADG1	0679-15	Federal Home Loan Mortgage Co.		04/27/2015	3,000,000.00	2,994,453.00	3,020,525.87	1.750	1.235	1.252	514	05/30/2019
3134G45W4	0703-15	Federal Home Loan Mortgage Co.		10/15/2015	4,200,000.00	4,192,015.80	4,202,785.35	1.000	0.825	0.836	148	05/29/2018
3134G6Y31	0704-15	Federal Home Loan Mortgage Co.		10/15/2015	1,270,000.00	1,268,401.07	1,270,972.77	1.150	0.942	0.956	144	05/25/2018
3137EADG1	0705-15	Federal Home Loan Mortgage Co.		10/15/2015	5,000,000.00	4,990,755.00	5,043,196.74	1.750	1.109	1.125	514	05/30/2019
3134G9KU0	0719-16	Federal Home Loan Mortgage Co.		05/25/2016	3,500,000.00	3,492,300.00	3,499,930.00	1.000	0.991	1.005	144	05/25/2018
3134G9MN4	0720-16	Federal Home Loan Mortgage Co.		05/26/2016	1,000,000.00	986,656.00	1,000,000.00	1.500	1.479	1.500	876	05/26/2020
3134G9KW6	0723-16	Federal Home Loan Mortgage Co.		06/10/2016	1,000,000.00	987,557.00	999,862.56	1.350	1.339	1.357	694	11/26/2019

Investments FY 2017-2018
Portfolio Management
Portfolio Details - Investments
December 31, 2017

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity	Maturity Date
Federal Agency Coupon Securities												
3134G9JK4	0725-16	Federal Home Loan Mortgage Co.		06/10/2016	2,000,000.00	1,987,290.00	2,000,110.05	1.125	1.103	1.119	329	11/26/2018
3134G9UF2	0726-16	Federal Home Loan Mortgage Co.		06/28/2016	1,000,000.00	994,825.00	1,000,082.41	1.050	1.025	1.039	270	09/28/2018
3134GAPQ1	0741-16	Federal Home Loan Mortgage Co.		09/30/2016	500,000.00	497,303.00	500,000.00	1.020	1.006	1.020	270	09/28/2018
3134GAPQ1	0742-16A	Federal Home Loan Mortgage Co.		09/30/2016	500,000.00	497,303.00	500,000.00	1.020	1.006	1.020	270	09/28/2018
3134GAPQ1	0742-16B	Federal Home Loan Mortgage Co.		09/30/2016	1,000,000.00	994,606.00	1,000,000.00	1.020	1.006	1.020	270	09/28/2018
3137EADN6	0757-17	Federal Home Loan Mortgage Co.		03/10/2017	1,000,000.00	999,842.00	999,906.93	0.750	1.042	1.057	11	01/12/2018
3134GAGF5	0776-17	Federal Home Loan Mortgage Co.		09/07/2017	750,000.00	746,637.00	748,941.39	1.100	1.286	1.304	255	09/13/2018
3137EAED7	0777-17	Federal Home Loan Mortgage Co.		09/07/2017	1,000,000.00	993,441.00	997,282.48	0.875	1.210	1.226	284	10/12/2018
3137EADZ9	0785-17	Federal Home Loan Mortgage Co.		10/05/2017	1,500,000.00	1,485,987.00	1,494,090.33	1.125	1.415	1.435	469	04/15/2019
3137EAEH8	0796-17A	Federal Home Loan Mortgage Co.		11/24/2017	1,645,000.00	1,638,793.92	1,642,488.91	1.375	1.746	1.770	591	08/15/2019
3137EAEH8	0796-17B	Federal Home Loan Mortgage Co.		11/24/2017	1,000,000.00	996,227.31	998,473.50	1.375	1.746	1.770	591	08/15/2019
3135G0WJ8	0663-14	Federal Nat'l Mtg. Assoc.		04/17/2014	5,000,000.00	4,988,605.00	4,989,590.44	0.875	1.559	1.581	140	05/21/2018
3136G3AU9	0714-16	Federal Nat'l Mtg. Assoc.		02/26/2016	3,000,000.00	2,970,498.00	3,000,000.00	1.250	1.233	1.250	508	05/24/2019
3136G33W3	0733-16	Federal Nat'l Mtg. Assoc.		08/30/2016	4,000,000.00	3,909,468.00	4,000,000.00	1.500	1.480	1.500	1,243	05/28/2021
3136G4FL2	0744-16	Federal Nat'l Mtg. Assoc.		10/14/2016	1,550,000.00	1,516,848.60	1,549,434.32	1.500	1.491	1.512	1,197	04/12/2021
3136G3MW2	0745-16	Federal Nat'l Mtg. Assoc.		10/14/2016	450,000.00	439,851.60	450,000.00	1.500	1.479	1.500	1,240	05/25/2021
3135G0TG8	0758-17	Federal Nat'l Mtg. Assoc.		03/10/2017	1,000,000.00	999,527.00	999,771.01	0.875	1.084	1.099	38	02/08/2018
3136G4LQ4	0788-17	Federal Nat'l Mtg. Assoc.		10/13/2017	2,000,000.00	1,982,948.00	2,000,550.48	1.750	1.714	1.738	878	05/28/2020
3136G4NN9	0790-17	Federal Nat'l Mtg. Assoc.		10/13/2017	2,000,000.00	1,983,318.00	1,999,623.98	2.000	1.978	2.006	1,239	05/24/2021
3136G2EC7	0792-17	Federal Nat'l Mtg. Assoc.		10/19/2017	1,000,000.00	995,818.78	999,550.57	1.300	1.483	1.504	422	02/27/2019
Subtotal and Average			96,095,191.51		95,190,000.00	94,458,343.84	95,221,521.30		1.296	1.314	548	
Federal Agency Disc. -Amortizing												
313313XM5	0774-17	Federal Farm Credit		09/01/2017	750,000.00	745,320.00	746,468.66	1.130	1.153	1.169	150	05/31/2018
313397YC9	0775-17	Federal Home Loan Mortgage Co.		09/01/2017	750,000.00	745,050.75	746,081.25	1.140	1.164	1.180	165	06/15/2018
Subtotal and Average			1,491,840.52		1,500,000.00	1,490,370.75	1,492,549.91		1.159	1.175	157	
Treasury Coupon Securities												
912828VE7	0662-14	U.S. Treasury		03/21/2014	2,000,000.00	1,995,938.00	1,996,494.78	1.000	1.421	1.441	150	05/31/2018
912828SX9	0673-14	U.S. Treasury		10/21/2014	3,000,000.00	2,970,000.00	2,990,676.53	1.125	1.334	1.353	515	05/31/2019
912828XA3	0761-17	U.S. Treasury		03/10/2017	1,000,000.00	998,594.00	999,434.15	1.000	1.139	1.155	134	05/15/2018
912828R77	0769-17	U.S. Treasury		04/20/2017	2,000,000.00	1,954,688.00	1,983,408.79	1.375	1.605	1.627	1,246	05/31/2021
912828VK3	0779-17	U.S. Treasury		09/27/2017	500,000.00	501,272.20	501,969.22	1.375	1.232	1.249	180	06/30/2018
912828L40	0780-17	U.S. Treasury		09/27/2017	1,000,000.00	995,487.49	998,329.37	1.000	1.269	1.287	257	09/15/2018
912828N63	0783-17	U.S. Treasury		09/28/2017	1,000,000.00	995,105.80	999,974.02	1.125	1.333	1.351	379	01/15/2019

**Investments FY 2017-2018
Portfolio Management
Portfolio Details - Investments
December 31, 2017**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity
Subtotal and Average			11,033,731.55		10,500,000.00	10,411,085.49	10,470,286.86		1.372	1.391	494
Total and Average			144,712,470.36		145,102,489.47	144,194,179.55	145,022,985.42		1.323	1.341	458

Investments FY 2017-2018
Portfolio Management
Investment Status Report - Investments
December 31, 2017

CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase Date	YTM 360	YTM 365	Payment Dates	Accrued Interest At Purchase	Current Principal	Book Value
Certificates of Deposit												
12162145	12162145	BT	1,000,000.00	1.780	01/15/2019	12/07/2017	1.756	1.780	01/15 - At Maturity		1,000,000.00	1,000,000.00
12281867	12281867	BT	1,500,000.00	1.700	10/15/2018	12/07/2017	1.677	1.700	10/15 - At Maturity		1,500,000.00	1,500,000.00
12292365	12292365	BT	1,000,000.00	1.720	11/15/2018	12/07/2017	1.696	1.720	11/15 - At Maturity		1,000,000.00	1,000,000.00
12505900	12505900	BT	1,000,000.00	1.770	12/14/2018	12/07/2017	1.746	1.770	12/14 - At Maturity		1,000,000.00	1,000,000.00
12595735	12595735	BT	2,000,000.00	1.600	12/02/2019	10/13/2017	1.578	1.600	12/02 - At Maturity		2,000,000.00	2,000,000.00
144277960	144277960	GWB	1,000,000.00	1.450	03/30/2018	09/13/2017	1.430	1.450	03/30 - At Maturity		1,000,000.00	1,000,000.00
144277962	144277962	GWB	1,500,000.00	1.450	06/29/2018	09/13/2017	1.430	1.450	06/29 - At Maturity		1,500,000.00	1,500,000.00
144277963	144277963	GWB	1,000,000.00	1.450	08/31/2018	09/13/2017	1.430	1.450	08/31 - At Maturity		1,000,000.00	1,000,000.00
144277964	144277964	GWB	1,500,000.00	1.450	09/28/2018	09/13/2017	1.430	1.450	09/28 - At Maturity		1,500,000.00	1,500,000.00
144277965	144277965	GWB	1,000,000.00	1.480	10/31/2018	09/13/2017	1.460	1.480	10/31 - At Maturity		1,000,000.00	1,000,000.00
144277966	144277966	GWB	1,000,000.00	1.480	11/30/2018	09/13/2017	1.460	1.480	11/30 - At Maturity		1,000,000.00	1,000,000.00
144277968	144277968	GWB	1,000,000.00	1.480	12/28/2018	09/13/2017	1.460	1.480	12/28 - At Maturity		1,000,000.00	1,000,000.00
144277970	144277970	GWB	1,000,000.00	1.500	03/29/2019	09/13/2017	1.479	1.500	03/29 - At Maturity		1,000,000.00	1,000,000.00
144277971	144277971	GWB	1,000,000.00	1.500	06/28/2019	09/13/2017	1.479	1.500	06/28 - At Maturity		1,000,000.00	1,000,000.00
144278699	144278699	GWB	1,000,000.00	1.550	06/03/2019	10/13/2017	1.529	1.550	06/03 - At Maturity		1,000,000.00	1,000,000.00
59019689	59019689	VIS	1,000,000.00	1.980	01/31/2019	12/07/2017	1.953	1.980	01/31 - At Maturity		1,000,000.00	1,000,000.00
59019697	59019697	VIS	1,000,000.00	2.000	02/15/2019	12/07/2017	1.973	2.000	02/15 - At Maturity		1,000,000.00	1,000,000.00
Certificates of Deposit Totals			19,500,000.00				1.580	1.602		0.00	19,500,000.00	19,500,000.00
Money Market												
SYS4531558874B	4531558874B	GWB	5,279,856.98	0.300			0.296	0.300	07/01 - Monthly		5,279,856.98	5,279,856.98
Money Market Totals			5,279,856.98				0.296	0.300		0.00	5,279,856.98	5,279,856.98
Passbook/Checking Accounts												
SYS6952311634B	6952311634B	WF	132,632.49	0.150			0.148	0.150	07/01 - Monthly		132,632.49	132,632.49
Passbook/Checking Accounts Totals			132,632.49				0.148	0.150		0.00	132,632.49	132,632.49
Commercial Paper Disc. -Amortizing												
20147MCS0	0797-17	CBPSQC	1,000,000.00	1.600	03/26/2018	12/07/2017	1.608	1.630	03/26 - At Maturity		995,155.56	996,266.67
2254EBFF3	0782-17	CSFBNY	1,000,000.00	1.570	06/15/2018	09/28/2017	1.602	1.624	06/15 - At Maturity		988,661.11	992,804.17
2254EBH20	0795-17	CSFBNY	1,500,000.00	1.700	08/02/2018	11/09/2017	1.737	1.761	08/02 - At Maturity		1,481,157.00	1,484,911.43
46640QFN6	0781-17	JPM	1,000,000.00	1.570	06/22/2018	09/28/2017	1.603	1.625	06/22 - At Maturity		988,355.83	992,498.89
46640QFL0	0794-17A	JPM	1,000,000.00	1.570	06/20/2018	10/20/2017	1.605	1.627	06/20 - At Maturity		989,402.50	992,586.11
46640QFL0	0794-17B	JPM	1,500,000.00	1.570	06/20/2018	10/20/2017	1.605	1.627	06/20 - At Maturity		1,484,103.75	1,488,879.17
59157UBU3	0772-17	METSHR	1,000,000.00	1.300	02/28/2018	08/31/2017	1.309	1.327	02/28 - At Maturity		993,463.00	997,905.27

Investments FY 2017-2018
Portfolio Management
Investment Status Report - Investments
December 31, 2017

CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase Date	YTM 360	YTM 365	Payment Dates	Accrued Interest At Purchase	Current Principal	Book Value
Commercial Paper Disc. -Amortizing												
63873KGC5	0798-17	NATX	1,500,000.00	1.600	07/12/2018	12/07/2017	1.634	1.656	07/12 - At Maturity		1,485,533.33	1,487,200.00
7443M3DW1	0773-17	PRUDEN	1,000,000.00	1.280	04/30/2018	08/31/2017	1.302	1.320	04/30 - At Maturity		991,395.00	995,768.62
82124MAV2	0771-17A	SRCPP	1,500,000.00	1.380	01/29/2018	05/12/2017	1.415	1.435	01/29 - At Maturity		1,484,940.00	1,498,390.53
82124MAV2	0771-17B	SRCPP	1,000,000.00	1.380	01/29/2018	05/12/2017	1.415	1.435	01/29 - At Maturity		989,960.00	998,927.02
Commercial Paper Disc. -Amortizing Totals			13,000,000.00				1.540	1.562		0.00	12,872,127.08	12,926,137.88
Federal Agency Coupon Securities												
3133EGQM0	0732-16	FFCB	940,000.00	1.620	02/10/2022	08/15/2016	1.613	1.635	02/10 - 08/10	Received	939,248.00	939,436.86
3133EGUW3	0740-16A	FFCB	1,000,000.00	0.880	03/20/2018	09/29/2016	0.868	0.880	03/20 - 09/20	Received	1,000,000.00	1,000,000.00
3133EGUW3	0740-16B	FFCB	500,000.00	0.880	03/20/2018	09/29/2016	0.868	0.880	03/20 - 09/20	Received	500,000.00	500,000.00
3133EGQQ1	0743-16	FFCB	8,000,000.00	1.300	05/15/2020	10/14/2016	1.299	1.317	11/15 - 05/15	Received	7,995,200.00	7,996,824.79
3133EGD69	0746-16	FFCB	5,000,000.00	1.320	05/07/2020	11/07/2016	1.322	1.341	05/07 - 11/07	Received	4,996,500.00	4,997,650.00
3133ECL44	0760-17	FFCB	1,000,000.00	1.000	04/11/2018	03/10/2017	1.165	1.181	04/11 - 10/11	Received	998,050.00	999,501.28
3133EHKF9	0789-17	FFCB	2,000,000.00	1.770	11/23/2020	10/13/2017	1.839	1.864	11/23 - 05/23	Received	1,994,300.00	1,994,696.96
3130A87B3	0722-16	FHLB	2,000,000.00	1.000	05/30/2018	05/27/2016	0.986	1.000	11/30 - 05/30		2,000,000.00	2,000,000.00
3130A8UU5	0734-16	FHLB	4,000,000.00	1.000	05/23/2018	08/25/2016	0.969	0.983	11/23 - 05/23	Received	4,001,200.00	4,000,271.34
3130A8Z30	0735-16	FHLB	2,000,000.00	0.875	05/25/2018	08/25/2016	0.897	0.910	11/25 - 05/25		1,998,800.00	1,999,725.71
3130A97F2	0747-16	FHLB	1,000,000.00	0.875	04/12/2018	11/09/2016	0.689	0.698	04/12 - 10/12	Received	1,002,500.00	1,000,492.20
313378A43	0759-17	FHLB	1,000,000.00	1.375	03/09/2018	03/10/2017	1.105	1.120	09/09 - 03/09	Received	1,002,521.65	1,000,477.64
3130A8BD4	0766-17A	FHLB	1,415,000.00	0.875	06/29/2018	04/20/2017	1.093	1.108	06/29 - 12/29	Received	1,411,108.75	1,413,385.45
3130A8BD4	0766-17B	FHLB	1,000,000.00	0.875	06/29/2018	04/20/2017	1.093	1.108	06/29 - 12/29	Received	997,250.00	998,858.97
3132X0QQ7	0767-17A	FHLB	1,500,000.00	1.375	12/17/2018	04/20/2017	1.236	1.253	06/17 - 12/17	Received	1,503,000.00	1,501,738.69
3132X0QQ7	0767-17B	FHLB	1,000,000.00	1.375	12/17/2018	04/20/2017	1.236	1.253	06/17 - 12/17	Received	1,002,000.00	1,001,159.13
3130ABHF6	0778-17	FHLB	3,250,000.00	1.875	06/01/2021	09/15/2017	1.855	1.880	12/01 - 06/01	Received	3,249,350.00	3,249,401.57
3130A7G25	0784-17	FHLB	1,515,000.00	1.260	03/15/2019	10/05/2017	1.457	1.478	03/15 - 09/15	1,060.50	1,510,303.50	1,512,140.73
313379EE5	0786-17	FHLB	1,500,000.00	1.625	06/14/2019	10/05/2017	1.465	1.485	12/14 - 06/14	Received	1,503,480.00	1,502,988.57
3130A8P72	0787-17	FHLB	1,570,000.00	1.030	07/12/2019	10/05/2017	1.506	1.527	01/12 - 07/12	3,728.31	1,556,419.50	1,561,981.28
3130AABG2	0791-17	FHLB	1,135,000.00	1.875	11/29/2021	10/13/2017	1.830	1.856	11/29 - 05/29	Received	1,135,851.25	1,135,806.57
3130ABF92	0793-17	FHLB	1,000,000.00	1.375	05/28/2019	10/19/2017	1.510	1.531	11/28 - 05/28	5,996.53	997,520.00	1,003,824.92
3137EADG1	0674-14	FHLMC	1,000,000.00	1.750	05/30/2019	10/21/2014	1.437	1.457	11/30 - 05/30	Received	1,013,000.00	1,003,988.55
3137EADG1	0679-15	FHLMC	3,000,000.00	1.750	05/30/2019	04/27/2015	1.235	1.252	05/30 - 11/30	Received	3,059,400.00	3,020,525.87
3134G45W4	0703-15	FHLMC	4,200,000.00	1.000	05/29/2018	10/15/2015	0.825	0.836	11/29 - 05/29	Received	4,217,766.00	4,202,785.35
3134G6Y31	0704-15	FHLMC	1,270,000.00	1.150	05/25/2018	10/15/2015	0.942	0.956	11/25 - 05/25	Received	1,276,350.00	1,270,972.77
3137EADG1	0705-15	FHLMC	5,000,000.00	1.750	05/30/2019	10/15/2015	1.109	1.125	11/30 - 05/30	Received	5,110,750.00	5,043,196.74
3134G9KU0	0719-16	FHLMC	3,500,000.00	1.000	05/25/2018	05/25/2016	0.991	1.005	11/25 - 05/25		3,499,650.00	3,499,930.00

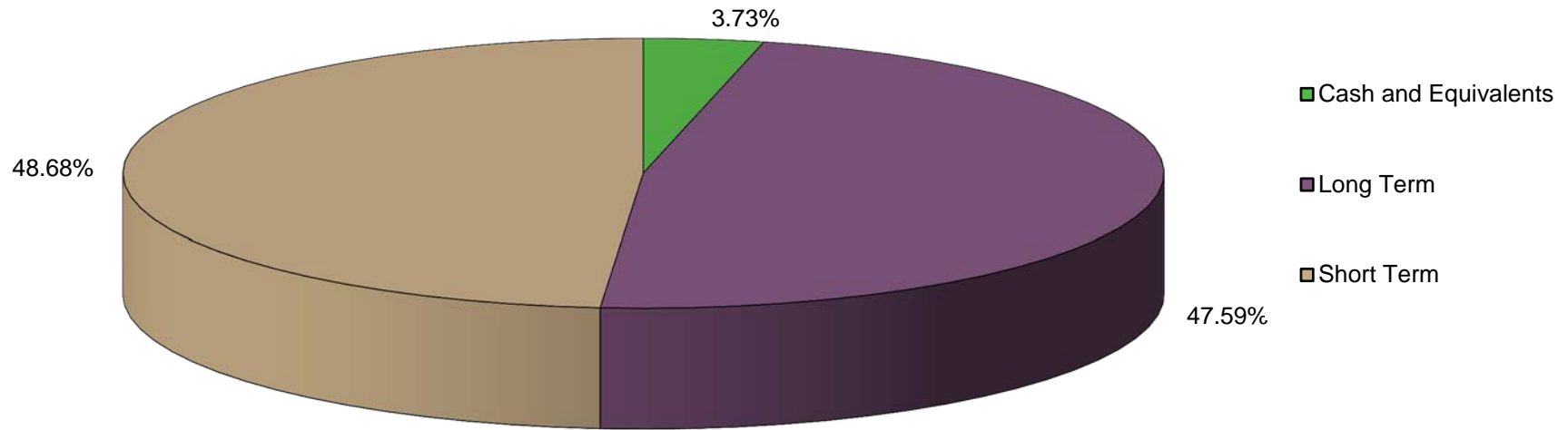
Investments FY 2017-2018
Portfolio Management
Investment Status Report - Investments
December 31, 2017

CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase Date	YTM 360	YTM 365	Payment Dates	Accrued Interest At Purchase	Current Principal	Book Value
Federal Agency Coupon Securities												
3134G9MN4	0720-16	FHLMC	1,000,000.00	1.500	05/26/2020	05/26/2016	1.479	1.500	11/26 - 05/26		1,000,000.00	1,000,000.00
3134G9KW6	0723-16	FHLMC	1,000,000.00	1.350	11/26/2019	06/10/2016	1.339	1.357	11/26 - 05/26	Received	999,750.00	999,862.56
3134G9JK4	0725-16	FHLMC	2,000,000.00	1.125	11/26/2018	06/10/2016	1.103	1.119	11/26 - 05/26	Received	2,000,300.00	2,000,110.05
3134G9UF2	0726-16	FHLMC	1,000,000.00	1.050	09/28/2018	06/28/2016	1.025	1.039	09/28 - 03/28		1,000,250.00	1,000,082.41
3134GAPQ1	0741-16	FHLMC	500,000.00	1.020	09/28/2018	09/30/2016	1.006	1.020	03/28 - 09/28		500,000.00	500,000.00
3134GAPQ1	0742-16A	FHLMC	500,000.00	1.020	09/28/2018	09/30/2016	1.006	1.020	03/28 - 09/28		500,000.00	500,000.00
3134GAPQ1	0742-16B	FHLMC	1,000,000.00	1.020	09/28/2018	09/30/2016	1.006	1.020	03/28 - 09/28		1,000,000.00	1,000,000.00
3137EADN6	0757-17	FHLMC	1,000,000.00	0.750	01/12/2018	03/10/2017	1.042	1.057	07/12 - 01/12	Received	997,444.72	999,906.93
3134GAGF5	0776-17	FHLMC	750,000.00	1.100	09/13/2018	09/07/2017	1.286	1.304	09/13 - 03/13	Received	748,462.50	748,941.39
3137EAD7	0777-17	FHLMC	1,000,000.00	0.875	10/12/2018	09/07/2017	1.210	1.226	10/12 - 04/12	Received	996,180.00	997,282.48
3137EADZ9	0785-17	FHLMC	1,500,000.00	1.125	04/15/2019	10/05/2017	1.415	1.435	10/15 - 04/15	Received	1,492,995.00	1,494,090.33
3137EAEH8	0796-17A	FHLMC	1,645,000.00	1.375	08/15/2019	11/24/2017	1.746	1.770	02/15 - 08/15	7,853.73	1,633,978.50	1,642,488.91
3137EAEH8	0796-17B	FHLMC	1,000,000.00	1.375	08/15/2019	11/24/2017	1.746	1.770	02/15 - 08/15	4,774.31	993,300.00	998,473.50
3135G0WJ8	0663-14	FNMA	5,000,000.00	0.875	05/21/2018	04/17/2014	1.559	1.581	05/21 - 11/21	Received	4,890,402.20	4,989,590.44
3136G3AU9	0714-16	FNMA	3,000,000.00	1.250	05/24/2019	02/26/2016	1.233	1.250	05/24 - 11/24	Received	3,000,000.00	3,000,000.00
3136G33W3	0733-16	FNMA	4,000,000.00	1.500	05/28/2021	08/30/2016	1.480	1.500	11/28 - 05/28		4,000,000.00	4,000,000.00
3136G4FL2	0744-16	FNMA	1,550,000.00	1.500	04/12/2021	10/14/2016	1.491	1.512	04/12 - 10/12	Received	1,549,225.00	1,549,434.32
3136G3MW2	0745-16	FNMA	450,000.00	1.500	05/25/2021	10/14/2016	1.479	1.500	11/25 - 05/25	Received	450,000.00	450,000.00
3135G0TG8	0758-17	FNMA	1,000,000.00	0.875	02/08/2018	03/10/2017	1.084	1.099	08/08 - 02/08	Received	997,970.00	999,771.01
3136G4LQ4	0788-17	FNMA	2,000,000.00	1.750	05/28/2020	10/13/2017	1.714	1.738	11/28 - 05/28	Received	2,000,600.00	2,000,550.48
3136G4NN9	0790-17	FNMA	2,000,000.00	2.000	05/24/2021	10/13/2017	1.978	2.006	11/24 - 05/24	Received	1,999,600.00	1,999,623.98
3136G2EC7	0792-17	FNMA	1,000,000.00	1.300	02/27/2019	10/19/2017	1.483	1.504	02/27 - 08/27	1,877.78	997,270.00	999,550.57
Federal Agency Coupon Securities Totals			95,190,000.00				1.296	1.314		25,291.16	95,219,246.57	95,221,521.30
Federal Agency Disc. -Amortizing												
313313XM5	0774-17	FFCB	750,000.00	1.130	05/31/2018	09/01/2017	1.153	1.169	05/31 - At Maturity		743,596.50	746,468.66
313397YC9	0775-17	FHLMC	750,000.00	1.140	06/15/2018	09/01/2017	1.164	1.180	06/15 - At Maturity		743,183.75	746,081.25
Federal Agency Disc. -Amortizing Totals			1,500,000.00				1.159	1.175		0.00	1,486,780.25	1,492,549.91
Treasury Coupon Securities												
912828VE7	0662-14	US TRE	2,000,000.00	1.000	05/31/2018	03/21/2014	1.421	1.441	05/31 - 11/30	Received	1,964,200.00	1,996,494.78
912828SX9	0673-14	US TRE	3,000,000.00	1.125	05/31/2019	10/21/2014	1.334	1.353	11/30 - 05/31	Received	2,969,531.25	2,990,676.53
912828XA3	0761-17	US TRE	1,000,000.00	1.000	05/15/2018	03/10/2017	1.139	1.155	05/15 - 11/15	Received	998,180.00	999,434.15
912828R77	0769-17	US TRE	2,000,000.00	1.375	05/31/2021	04/20/2017	1.605	1.627	05/31 - 11/30	Received	1,980,000.00	1,983,408.79
912828VK3	0779-17	US TRE	500,000.00	1.375	06/30/2018	09/27/2017	1.232	1.249	12/31 - 06/30	1,662.70	500,470.00	501,969.22

**Investments FY 2017-2018
Portfolio Management
Investment Status Report - Investments
December 31, 2017**

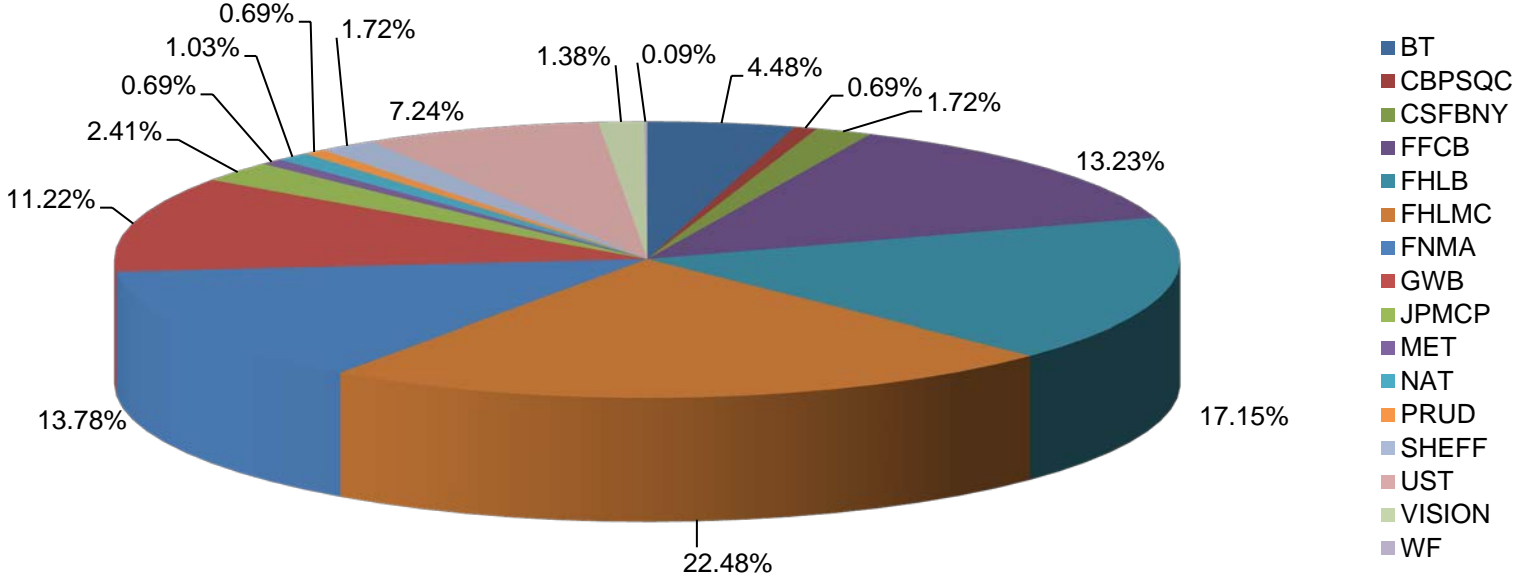
CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase Date	YTM 360	YTM 365	Payment Dates	Accrued Interest At Purchase	Current Principal	Book Value
Treasury Coupon Securities												
912828L40	0780-17	US TRE	1,000,000.00	1.000	09/15/2018	09/27/2017	1.269	1.287	03/15 - 09/15	331.49	997,250.00	998,329.37
912828N63	0783-17	US TRE	1,000,000.00	1.125	01/15/2019	09/28/2017	1.333	1.351	01/15 - 07/15	2,292.80	997,100.00	999,974.02
Treasury Coupon Securities Totals			10,500,000.00				1.372	1.391		4,286.99	10,406,731.25	10,470,286.86
Investment Totals			145,102,489.47				1.323	1.341		29,578.15	144,897,374.62	145,022,985.42

Portfolio by Asset Class



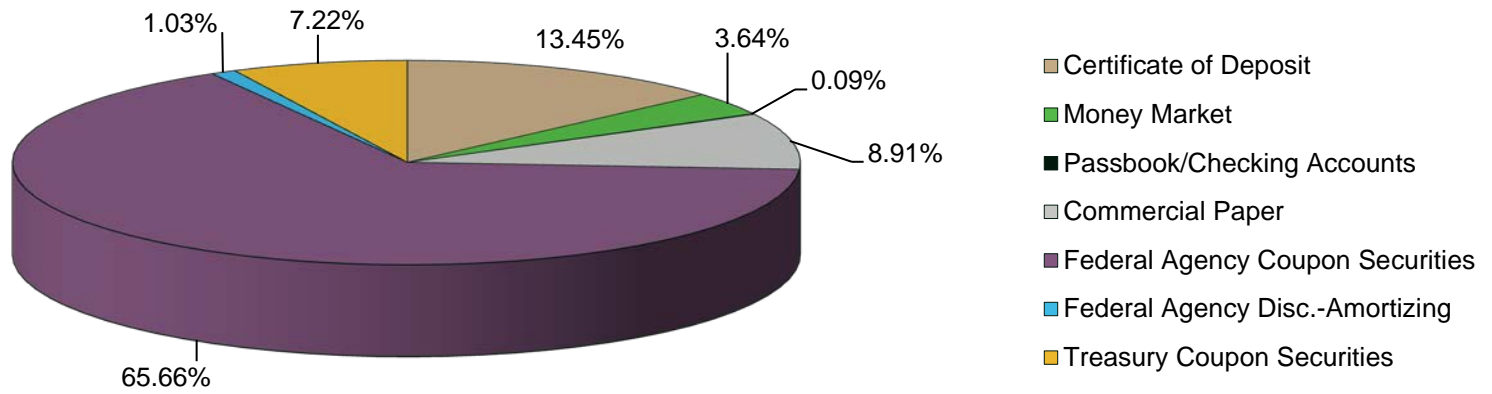
For Quarter Ending December 31, 2017

Par Value by Issuer Graph



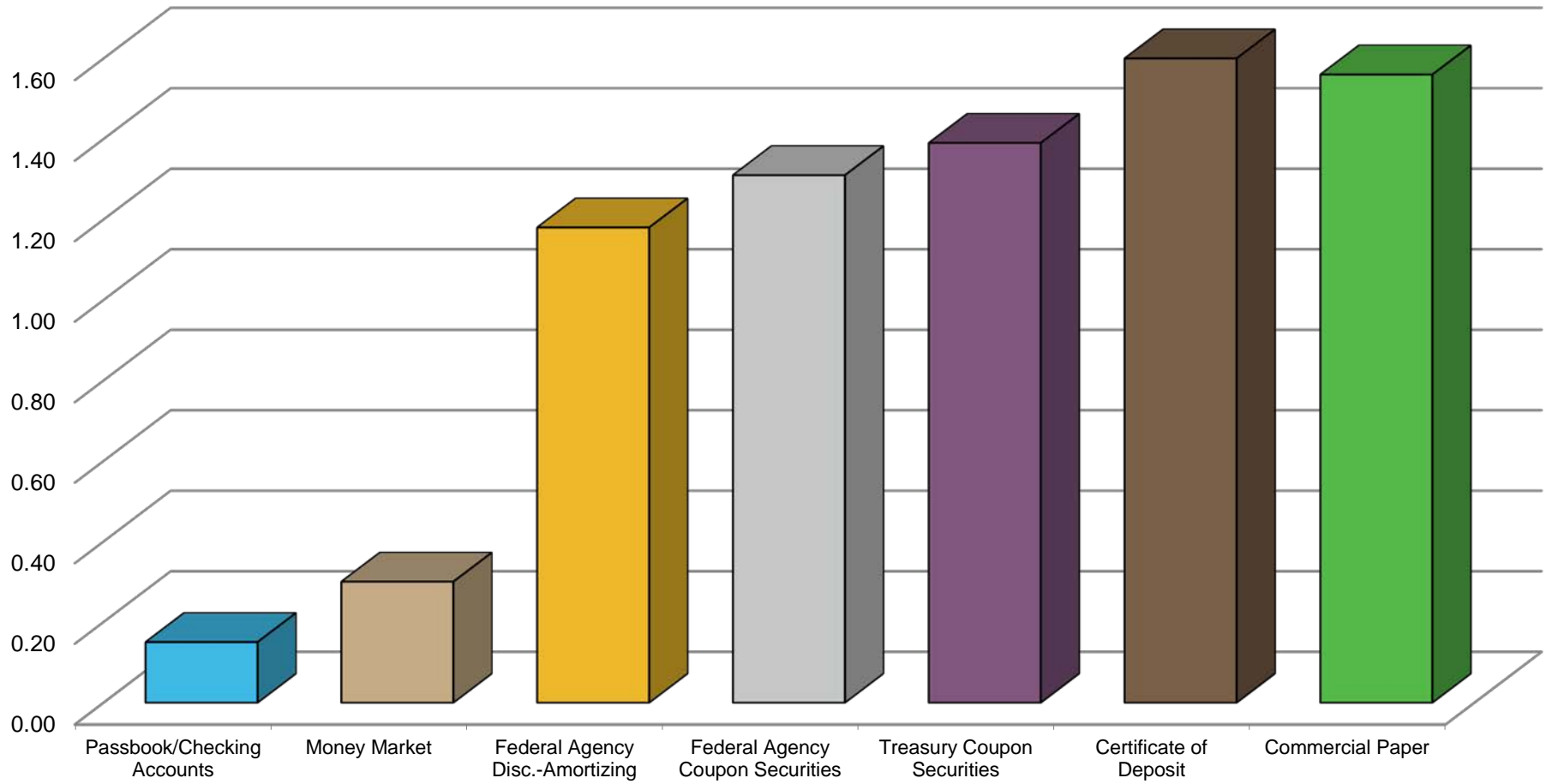
For Quarter Ending December 31, 2017

Book Value By Investment Type



For Quarter Ending December 31, 2017

Investment Yield by Type



For Quarter Ending December 31, 2017

COUNCIL ACTION FORM

SUBJECT: IRS 457 (DEFERRED COMPENSATION) PLAN ADMINISTRATOR

BACKGROUND:

The City of Ames is the plan sponsor for an IRS Section 457(b) Employee Deferred Compensation Plan. The plan is fully funded through voluntary employee payroll deductions, with the ICMA Retirement Corporation (ICMA-RC) acting as trustee and plan administrator.

Prior to 2007, ICMA-RC deducted an annual administrative fee from each employee's account balance. The City of Ames and ICMA-RC entered into an agreement to eliminate the annual fees in August of 2007 and renewed this agreement in 2012. This agreement is now expiring. ICMA-RC has again offered to eliminate the annual fee provided the City of Ames will continue with ICMA as a 457(b) plan administrator through December 31, 2022. The agreement may be terminated by either party on sixty days advance notice in writing to the other.

ALTERNATIVES:

1. Pass a resolution authorizing approval of an agreement with ICMA-RC to act as 457(b) plan administrator through December 31, 2022.
2. Reject the agreement with ICMA-RC.

MANAGER'S RECOMMENDED ACTION:

As Plan Sponsor, the City of Ames has a fiduciary duty to act in the best interest of the plan participants. Eliminating the annual fee will provide a substantial savings and enhance the value of the plan to the employees. This may also create an incentive to increase participation by employees who are not currently enrolled.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby adopting the resolution authorizing approval of an agreement with ICMA-RC to act as 457(b) plan administrator through December 31, 2022.

COUNCIL ACTION FORM

SUBJECT: REPORT ON THE AMES MUNICIPAL UTILITY RETIREMENT PLAN FROM THE UTILITY RETIREMENT ADVISORY BOARD

BACKGROUND:

The Municipal Code of the City of Ames, Iowa, Section 28.403 established a participant review board elected from various utility departments that have members of the Ames Municipal Utility Retirement Plan. Duties of the Board are to monitor, review, and evaluate, on a continuing basis, the performance of the Ames Municipal Utility Retirement Plan and report annually to the City Council.

The City of Ames is the plan sponsor for a 401(a) defined contribution retirement plan. This plan is available to employees who receive at least ten percent of their salary funding from City of Ames utilities. Vanguard serves as plan administrator for the City.

In October 2017, the Board met with Patricia Eiselin, Relationship Manager from Vanguard. Patricia presented a brief overview of the company, and provided information demonstrating that the fee structure and investment return performance are highly competitive.

Patricia Eiselin also presented a plan and participant overview. The Plan has a total balance of over \$33.1 million with 115 participant accounts. The Plan balance was then broken down by investment fund type, including beginning and ending balances, total number of participants, and percentage of total assets. Summary information for the plan is attached.

After discussion, the Board passed a motion to accept the review and contents of the Vanguard presentation and to recommend that the relationship with Vanguard as plan administrator be continued.

ALTERNATIVES:

1. Accept the report from the Utility Retirement Advisory Board.
2. Refer the report back to the Utility Retirement Advisory Board for further information.

MANAGER'S RECOMMENDED ACTION:

After review and discussion of the material presented by Vanguard, the Board has voted to continue the relationship with Vanguard.

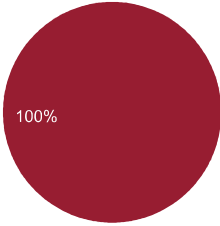

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby accepting the report from the Utility Retirement Advisory Board.



Summary fee report

CITY OF AMES, IOWA

Calculated as of August 31 2017

Client Assets	Total all-in fees																																					
\$33,189,776	\$88,684	0.27%																																				
	Asset-based fees by provider																																					
<ul style="list-style-type: none"> ■ Vanguard \$33,189,776 ■ Non-Vanguard \$0 ■ Other investments \$0 	<table border="1"> <tr> <td colspan="2">100%</td> </tr> <tr> <td>■ Vanguard</td> <td style="text-align: right;">\$82,684</td> </tr> <tr> <td>■ Non-Vanguard</td> <td style="text-align: right;">\$0</td> </tr> <tr> <td>■ Other investments</td> <td style="text-align: right;">\$0</td> </tr> </table>		100%		■ Vanguard	\$82,684	■ Non-Vanguard	\$0	■ Other investments	\$0																												
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■ Vanguard	\$82,684																																					
■ Non-Vanguard	\$0																																					
■ Other investments	\$0																																					
	Total fees by service																																					
<ul style="list-style-type: none"> ■ Vanguard \$33,189,776 ■ Non-Vanguard \$0 ■ Other investments \$0 	<table border="1"> <tr> <td colspan="2">61%</td> <td colspan="2">39%</td> </tr> <tr> <td colspan="2">Asset-based fees net of recordkeeping</td> <td style="text-align: right;">0.16%</td> <td style="text-align: right;">\$54,059</td> </tr> <tr> <td colspan="2"> <ul style="list-style-type: none"> ■ Vanguard (less recordkeeping credit) \$54,059 ■ Non-Vanguard (less payment for recordkeeping) \$0 ■ Other investments \$0 </td> <td colspan="2"> <ul style="list-style-type: none"> ■ Recordkeeping compensation by source 0.10% \$34,625 </td> </tr> <tr> <td colspan="2">Total direct compensation: Fee paid directly from plan</td> <td colspan="2" style="text-align: right;">\$6,000</td> </tr> <tr> <td colspan="2">Total indirect compensation: Payment for recordkeeping from non-Vanguard funds</td> <td colspan="2" style="text-align: right;">\$0</td> </tr> <tr> <td colspan="2">Total recordkeeping compensation from plan sponsor</td> <td colspan="2" style="text-align: right;">\$0</td> </tr> <tr> <td colspan="2">Vanguard current recordkeeping credit</td> <td colspan="2" style="text-align: right;">\$28,625</td> </tr> <tr> <td colspan="2">■ Additional fees</td> <td colspan="2" style="text-align: right;">\$0</td> </tr> <tr> <td colspan="2">Total all-in fees</td> <td colspan="2" style="text-align: right;">\$88,684</td> </tr> </table>		61%		39%		Asset-based fees net of recordkeeping		0.16%	\$54,059	<ul style="list-style-type: none"> ■ Vanguard (less recordkeeping credit) \$54,059 ■ Non-Vanguard (less payment for recordkeeping) \$0 ■ Other investments \$0 		<ul style="list-style-type: none"> ■ Recordkeeping compensation by source 0.10% \$34,625 		Total direct compensation: Fee paid directly from plan		\$6,000		Total indirect compensation: Payment for recordkeeping from non-Vanguard funds		\$0		Total recordkeeping compensation from plan sponsor		\$0		Vanguard current recordkeeping credit		\$28,625		■ Additional fees		\$0		Total all-in fees		\$88,684	
61%		39%																																				
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Total all-in fees		\$88,684																																				
Participant accounts	Total all-in fees																																					
115																																						



Summary fee report

CITY OF AMES, IOWA

Calculated as of August 31 2017

Vanguard fund asset-based fees				
Fund Name	Assets	Expense ratio	Morningstar average	Current recordkeeping credit
Vanguard 500 Index Fund Investor Shares	\$4,986,287	0.14%	0.98%	0.10%
Vanguard Wellington Fund Investor Shares	\$4,213,893	0.25%	0.83%	0.09%
Vanguard Windsor II Fund Investor Shares	\$2,439,883	0.33%	1.04%	0.08%
Vanguard Total Stock Market Index Fund Investor Shares	\$2,403,344	0.15%	0.98%	0.11%
Vanguard Prime Money Market Fund	\$2,235,136	0.16%	N/A	0.00%
Vanguard U.S. Growth Fund Investor Shares	\$2,197,414	0.46%	1.12%	0.14%
Vanguard Equity Income Fund Investor Shares	\$2,020,233	0.26%	1.04%	0.09%
Vanguard Total Bond Market Index Fund Investor Shares	\$1,833,643	0.15%	0.75%	0.10%
Vanguard Morgan Growth Fund Investor Shares	\$1,751,559	0.38%	1.12%	0.10%
Vanguard Target Retirement 2025 Fund	\$1,680,533	0.14%	0.39%	0.04%
Vanguard Retirement Savings Trust**	\$1,578,449	0.51%	N/A	0.15%
Vanguard International Growth Fund Investor Shares	\$1,255,809	0.46%	1.21%	0.13%
Vanguard Target Retirement 2020 Fund	\$976,831	0.14%	0.40%	0.04%
Vanguard Explorer Fund Investor Shares	\$775,041	0.46%	1.26%	0.12%
Vanguard LifeStrategy Growth Fund	\$563,566	0.15%	0.80%	0.00%
Vanguard Target Retirement 2035 Fund	\$549,583	0.15%	0.39%	0.05%
Vanguard Target Retirement 2015 Fund	\$543,641	0.14%	0.36%	0.05%
Vanguard LifeStrategy Conservative Growth Fund	\$378,061	0.13%	0.81%	0.00%
Vanguard LifeStrategy Income Fund	\$283,763	0.12%	0.67%	0.00%
Vanguard Target Retirement 2045 Fund	\$154,361	0.16%	0.39%	0.06%
Vanguard LifeStrategy Moderate Growth Fund	\$111,413	0.14%	0.83%	0.00%
Vanguard Target Retirement 2040 Fund	\$88,817	0.16%	0.41%	0.06%
Vanguard Target Retirement Income Fund	\$55,423	0.13%	0.40%	0.04%
Vanguard Target Retirement 2030 Fund	\$45,119	0.15%	0.40%	0.05%
Vanguard Target Retirement 2050 Fund	\$31,448	0.16%	0.41%	0.06%
Vanguard Target Retirement 2060 Fund	\$26,785	0.16%	0.41%	0.06%
Vanguard Target Retirement 2055 Fund	\$9,740	0.16%	0.39%	0.06%
Vanguard total	\$33,189,776	0.25%	0.90%	0.09%
Vanguard total asset-based fees		\$82,684	\$263,324	\$28,625

** The expense ratio includes a .2% fee (\$2 per \$1,000 invested) paid to the issuers of synthetic investment contracts (also known as "wrap agreements"). The fund performance results are net of these benefit responsive contract costs.

*The current recordkeeping payment is paid by the fund, fund company, or its advisor to Vanguard for recordkeeping and shareholder servicing. For more information on these payments, please refer to the fund's prospectus. Additional fees may be described below.

Recordkeeping fees		
Fee description	Paid by	Total fee
Total recordkeeping compensation from plan sponsor		\$0
Annual Administrative Fee (Paid By Participant Gross Per Capita)	Participants	\$6,000
Total direct compensation*		\$6,000
Total indirect compensation (Current recordkeeping payment from non-Vanguard funds)		\$0
Vanguard current recordkeeping credit		\$28,625
Total recordkeeping compensation		\$34,625

* Direct compensation includes fees paid out of the plan. Plan sponsors may pay appropriate fees from the plan forfeiture account if permitted in the plan document.

Additional fees		
Fee description	Paid by	Fee
Ad Hoc Reporting (Paid By Participant Gross Per Capita)	Participant Gross Per Capita	As Agreed Upon
Additional Processing (Paid By Participant Gross Per Capita)	Participant Gross Per Capita	As Agreed Upon



Summary fee report

CITY OF AMES, IOWA

Calculated as of August 31 2017

Additional fees		
Fee description	Paid by	Fee
Annual Administrative Fee For Each Loan (Paid By Participant Fixed Per Capita)	Participants	\$25 Per Loan Maintenance
Client Requested Account Adjustments (Paid By Participant Gross Per Capita)	Participant Gross Per Capita	As Agreed Upon
Conversion - Asset Transfer (Paid By Participant Gross Per Capita)	Participant Gross Per Capita	As Agreed Upon
Conversion - Divisional Transfers (Paid By Participant Gross Per Capita)	Participant Gross Per Capita	As Agreed Upon
Conversion - Plan To Plan Transfers (Paid By Participant Gross Per Capita)	Participant Gross Per Capita	As Agreed Upon
Conversion - Start Up Plans (Paid By Participant Gross Per Capita)	Participant Gross Per Capita	As Agreed Upon
Fee Disclosure Change Notice(s) (Paid By Participant Gross Per Capita)	Participant Gross Per Capita	\$.50 Per Mailed Notification
Loan Origination Fee Non Self-Provisioned (Paid By Participant Fixed Per Capita)	Participants	\$90 Per Loan Origination
Loan Origination Fee Self-Provisioned (Paid By Participant Fixed Per Capita)	Participants	\$40 Per Loan Origination
Miscellaneous Fees (Paid By Participant Gross Per Capita)	Participant Gross Per Capita	As Agreed Upon
Mistake of Fact Processing (Paid By Participant Gross Per Capita)	Participant Gross Per Capita	\$50 per occurrence
Participant Education Retirement Service (Paid By Participant Gross Per Capita)	Participant Gross Per Capita	As Agreed Upon
Participant Fee Disclosure Notice(s) (Paid By Participant Gross Per Capita)	Participant Gross Per Capita	\$1.50 Per Mailed Notification
Plan Consulting Services (Paid By Participant Gross Per Capita)	Participant Gross Per Capita	As Agreed Upon
QDRO Processing (Paid By Participant Fixed Per Capita)	Participants	\$50
Requested Statement Enclosures (Paid By Participant Gross Per Capita)	Participant Gross Per Capita	As Agreed Upon
Return of Excess (Paid By Participant Gross Per Capita)	Participant Gross Per Capita	\$50 per occurrence

Termination related compensation*		\$10,000
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*Vanguard charges a fee for the conversion services that it will perform to transfer a plan to a subsequent provider. The standard conversion services fee above will apply unless otherwise outlined in the recordkeeping fee agreement. Early termination fees also outlined in your recordkeeping fee agreement may apply if the arrangement is terminated in the first three years.

Fees charged by Vanguard generally are billed in arrears. As such, plans are not charged amounts to pre pay for services. If such arrangements are made with a plan, the calculation and refund of any such pre-paid amounts upon transfer or termination of the plan is detailed in a separate agreement with the plan governing those services.

All-in fee summary	
Vanguard total asset-based fees	\$82,684
Non-Vanguard total asset-based fees	\$0
Other investment total asset-based fees	\$0
Total direct compensation	\$6,000
Total recordkeeping compensation from plan sponsor	\$0
Included additional fees	\$0
Other additional fees	Variable
Total all-in fees	\$88,684
Total assets	\$33,189,776
Total expense ratio	0.27%

City Of Ames Municipal Utility Retirement System Plan

Summary statistics

City Of Ames Municipal Utility Retirement System Plan Summary statistics 8/31/2017	Plan	Vanguard	Same client size
Plan assets (Net of loans)	\$33,189,776	—	—
Average balance	\$288,606	\$108,517	\$143,287
Equity allocation	72%	72%	70%
Equity contribution	76%	75%	72%
Professionally managed allocations	13%	59%	47%
Internet access	81%	72%	72%
Participants with a loan outstanding	1%	—	—

State of the plan

Investments

Total participants (with a balance as of 8/31/2017): **115**

Total assets: \$33,189,776 (as of 8/31/2017)

Total contributions (prior 12 months): **\$912,476**

	Percentage of participants using	Total assets	Total contribution percentage 12 months	Total gross exchange in percentage 12 months	Total gross exchange out percentage 12 months	Average annual performance for period ended 8/31/2017						
						One year	Five year	Ten year	Since inception	Inception date	Expense ratio *	
Money market												
Vanguard Prime Money Market Fund	30%	\$2,235,137	4.7%	34.7%	15.3%	0.83%	0.24%	0.62%	5.06%	06/1975	0.16%	
The 7-day SEC yield, as of (8/31/2017), is 1.10%												
<i>Money Market Funds Average</i>						0.43	0.09	0.41	—	—		
Subtotal		\$2,235,137										
Stable value												
Vanguard Retirement Savings Trust	15%	\$1,578,449	2.8%	19.8%	12.8%	1.76%	1.83%	2.55%	4.76%	01/1989	0.51%	
Citigroup 3-Month US T-Bill Index						0.58	0.16	0.44	3.07	12/1926		
Subtotal		\$1,578,449										
Bond funds												
Vanguard Total Bond Market Index Fund Investor Shares	27%	\$1,833,643	4.8%	11.5%	0.6%	0.23%	1.99%	4.24%	6.01%	12/1986	0.15%	
<i>Spliced BloomBarc USAgg Flt Adjlx</i>						0.46	2.20	4.43	6.30	12/1975		
Subtotal		\$1,833,643										
Balanced funds												
Vanguard LifeStrategy Conservative Growth Fund	3%	\$378,061	0.7%	0.0%	0.0%	6.68%	6.25%	4.68%	6.98%	09/1994	0.13%	
<i>Conservative Growth Composite Index</i>						6.82	6.45	5.31	6.89	12/1977		
Vanguard LifeStrategy Growth Fund	6	563,566	3.4	0.0	0.5	13.48	10.15	5.25	8.11	09/1994	0.15	
<i>Growth Composite Index</i>						13.67	10.36	5.96	8.25	12/1977		
Vanguard LifeStrategy Income Fund	6	283,763	2.0	0.0	4.4	3.28	4.24	4.25	6.34	09/1994	0.12	
<i>Income Composite Index</i>						3.52	4.47	4.94	6.26	12/1977		
Vanguard LifeStrategy Moderate Growth Fund	3	111,413	0.0	0.2	0.0	10.01	8.22	5.14	7.69	09/1994	0.14	
<i>Moderate Growth Composite Index</i>						10.20	8.43	5.82	7.83	12/1977		
Vanguard Wellington Fund Investor Shares	44	4,213,893	12.3	9.2	6.8	10.86	10.08	7.05	8.28	07/1929	0.25	
<i>Wellington Composite Index</i>						10.72	10.37	6.99	—	—		
Subtotal		\$5,550,696										
Target-date funds												
Vanguard Target Retirement 2015 Fund	2%	\$543,641	0.0%	0.0%	0.6%	7.62%	7.14%	5.10%	6.25%	10/2003	0.14%	
<i>Target Retirement 2015 Composite lx</i>						7.74	7.31	5.15	6.30	10/2003		

City Of Ames Municipal Utility Retirement System Plan

	Percentage of participants using	Total assets	Total contribution percentage 12 months	Total gross exchange in percentage 12 months	Total gross exchange out percentage 12 months	One year	Five year	Ten year	Since inception	Inception date	Expense ratio *
Target-date funds (continued)											
Vanguard Target Retirement 2020 Fund	2	976,831	3.2	1.6	0.5	9.41	8.25	5.37	6.32	06/2006	0.14
<i>Target Retirement 2020 Composite Ix</i>						9.60	8.49	5.51	6.46	06/2006	
Vanguard Target Retirement 2025 Fund	7	1,680,533	5.4	0.0	0.0	10.86	9.05	5.45	6.83	10/2003	0.14
<i>Target Retirement 2025 Composite Ix</i>						11.04	9.26	5.60	6.96	10/2003	
Vanguard Target Retirement 2030 Fund	0.9	45,119	0.1	0.0	0.5	12.16	9.77	5.49	6.62	06/2006	0.15
<i>Target Retirement 2030 Composite Ix</i>						12.34	9.99	5.65	6.77	06/2006	
Vanguard Target Retirement 2035 Fund	3	549,583	1.7	0.0	0.0	13.45	10.47	5.67	7.44	10/2003	0.15
<i>Target Retirement 2035 Composite Ix</i>						13.65	10.71	5.82	7.58	10/2003	
Vanguard Target Retirement 2040 Fund	2	88,817	0.9	0.0	0.0	14.82	10.97	5.93	6.98	06/2006	0.16
<i>Target Retirement 2040 Composite Ix</i>						14.96	11.23	6.07	7.13	06/2006	
Vanguard Target Retirement 2045 Fund	4	154,361	3.8	0.0	0.0	15.30	11.07	5.96	7.87	10/2003	0.16
<i>Target Retirement 2045 Composite Ix</i>						15.43	11.32	6.11	8.02	10/2003	
Vanguard Target Retirement 2050 Fund	2	31,448	0.9	0.0	0.0	15.28	11.06	5.97	7.07	06/2006	0.16
<i>Target Retirement 2050 Composite Ix</i>						15.43	11.32	6.11	7.21	06/2006	
Vanguard Target Retirement 2055 Fund	2	9,740	0.6	0.0	0.0	15.30	11.04	—	11.10	08/2010	0.16
<i>Target Retirement 2055 Composite Ix</i>						15.43	11.32	—	11.34	06/2010	
Vanguard Target Retirement 2060 Fund	2	26,785	1.3	0.0	0.0	15.27	11.03	—	10.89	01/2012	0.16
<i>Target Retirement 2060 Composite Ix</i>						15.43	11.32	—	11.15	10/2011	
Vanguard Target Retirement Income Fund	0.9	55,423	0.2	0.0	1.9	5.18	4.82	5.02	5.33	10/2003	0.13
<i>Target Retirement Income Compos. Ix</i>						5.33	5.01	5.09	5.40	10/2003	
Subtotal		\$4,162,281									
Diversified equity funds											
Vanguard 500 Index Fund Investor Shares	50%	\$4,986,287	11.4%	3.9%	14.6%	16.08%	14.17%	7.49%	10.98%	08/1976	0.14%
<i>S&P 500 Index</i>						16.23	14.34	7.61	—	—	
Vanguard Equity Income Fund Investor Shares	34	2,020,233	4.3	0.9	8.2	12.78	13.11	7.72	10.22	03/1988	0.26
<i>Spliced Equity Income Index</i>						12.14	13.41	7.48	10.89	12/1978	
Vanguard Explorer Fund Investor Shares	17	775,041	2.7	0.1	0.0	15.41	13.56	7.54	9.19	12/1967	0.46

State of the plan

	Percentage of participants using	Total assets	Total contribution percentage 12 months	Total gross exchange in percentage 12 months	Total gross exchange out percentage 12 months	One year	Five year	Ten year	Since inception	Inception date	Expense ratio *
Diversified equity funds (continued)											
<i>Russell 2500 Growth Index</i>						15.57	14.04	8.64	—	—	
Vanguard International Growth Fund Investor Shares	36	1,255,809	5.1	1.2	4.8	28.43	11.73	4.50	10.71	09/1981	0.46
<i>Spliced International Index</i>						18.88	7.37	0.90	8.89	08/1981	
Vanguard Morgan Growth Fund Investor Shares	28	1,751,559	5.6	6.6	10.0	21.59	14.99	8.04	10.39	12/1968	0.38
<i>Russell 3000 Growth Index</i>						20.47	15.27	9.30	—	—	
Vanguard Total Stock Market Index Fund Investor Shares	30	2,403,344	7.0	0.0	3.1	15.85	14.08	7.69	9.54	04/1992	0.15
<i>Spliced Total Stock Market Index</i>						15.99	14.22	7.81	9.68	12/1970	
Vanguard U.S. Growth Fund Investor Shares	37	2,197,414	7.6	0.5	2.4	19.24	15.70	8.62	10.38	01/1959	0.46
<i>Russell 1000 Growth Index</i>						20.82	15.41	9.39	—	—	
Vanguard Windsor II Fund Investor Shares	34	2,439,883	7.2	9.9	13.1	12.26	12.05	5.79	10.66	06/1985	0.33
<i>Russell 1000 Value Index</i>						11.58	13.25	5.96	10.83	12/1978	
Subtotal		\$17,829,570									
Total		\$33,189,776									

The performance data shown represent past performance, which is not a guarantee of future results. Investment returns and principal value will fluctuate, so investors' shares, when sold, may be worth more or less than their original cost. Current performance may be lower or higher than the performance data cited. For performance data current to the most recent month-end, visit our website at vanguard.com/performance.

COUNCIL ACTION FORM

SUBJECT: APPLICATION OF THE FOG LIMIT IN THE AMES MUNICIPAL CODE

BACKGROUND:

The City's adopted FOG Control Program includes a requirement for Food Service Establishments (FSE's) to demonstrate their compliance with the program every six months. One of the ways they can demonstrate compliance is by cleaning their grease interceptors frequently enough that, *on average*, their interceptor is "...25% or less..." filled with floating grease or settled solids prior to each cleaning. (See Chapter 28.308)

Sample Calculation

Settled Solids, inches (A)	Floating Grease, inches (B)	Total Depth of Interceptor, inches (C)	Percent Full (A+B)/C*100
4"	6"	50"	20%

In the recent compliance period, a FSE cleaned their interceptor 7 times. Their measurements and calculations were very similar to the example shown above, with the volume of solids and volume of grease each being measured to the nearest inch. The average of their seven cleanings was 25.3%.

It is staff's interpretation that the precision of the readings, having been taken to the nearest inch, are not precise enough to warrant calculating the average value to three significant figures (XX.X%). Staff intends to establish an administrative practice whereby the calculated average is rounded to only two significant figures (XX%) using the common statistical convention of rounding values of 25.49% or less down to 25% and rounding values of 25.50% or greater up to 26%. In the situation at hand, the calculated average of 25.3% would be rounded down to 25%, and the FSE would be deemed to be in compliance with the program (and thus not subject to the FOG surcharge for the next six months).

Since this is the first time this situation has occurred under the relatively new FOG Control Program, staff would like to confirm the City Council's support for this approach.

ALTERNATIVES:

1. Concur with staff's approach of rounding the calculated average value up or down to two significant figures using common statistical rounding conventions.

2. Direct staff to not round the calculated average, making any calculated value that is greater than 25.00% a failure to comply with the requirements of the FOG Control Program and making the FSE subject to the FOG surcharge in the following six months.

CITY MANAGER'S RECOMMENDED ACTION:

Staff believes that calculating the average "percent full" value to a fraction of a percentage point is not statistically valid, and that the average value should be rounded to two significant figures; more specifically, the value should be rounded up or down to the nearest whole percentage point. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.

COUNCIL ACTION FORM

SUBJECT: AWARD OF CONTRACT TO VERTICAL VAR, LLC FOR REPLACEMENT OF IBM POWER6 SERVER WITH AN IBM POWER8 SERVER

BACKGROUND:

In December 2017, the City of Ames issued a Request for Proposals (RFP) to solicit proposals from vendors qualified to design, configure, and install a complete operating IBM Power8 server, a Storwize V5010 Storage Area Network Controller, and a hardware management console. The RFP required that the selected vendor have experience and certifications in implementing IBM Power8 server solutions in businesses and/or local government agencies of similar size to Ames. The successful vendor is responsible for the design, procurement, and installation and commissioning of the Power8 server system including migration of Superior, LLC Public Sector software applications and connection to existing network resources. The Superior software includes all of the City's financial applications.

The IBM Power8 server and associated equipment will replace an IBM Power6 server that was installed in September of 2009. After more than eight years in service, it has reached the end of its technological life. This server is no longer upgradeable and is not capable of running the latest IBM software.

The City solicited proposals from 18 vendors and on January 5, 2018, one proposal was received:

<u>Vendor</u>	<u>Total Proposed Cost</u>
Vertical VAR, LLC, Chamblee, GA	\$75,600

The City's financial software provider, Superior, notified the City that Vertical VAR, LLC is the only Premier IBM Business Partner that provides IBM hardware and maintenance for Superior, LLC Public Sector applications. Vertical VAR, LLC is approved by Superior, LLC to determine the needs and resources required for Superior applications and certify the products offered to Superior, LLC customers. **This notice did not constitute a single or sole source designation according to the Purchasing Policies and Procedures, so staff proceeded with the RFP.**

The FY 2017/18 budget includes \$414,190 as a pooled amount to replace information technology equipment, including replacement of the IBM Power6 server with an IBM Power 8 Server. Of this total budget amount for equipment replacement, the IBM Power6 replacement was estimated at \$73,125. Staff is confident that all planned

replacements can be made within this budgeted amount, and that the proposal received from Vertical VAR, LLC is a fair price.

ALTERNATIVES:

1. Award a contract to Vertical VAR, LLC for an IBM Power8 S814 database and business processing server, data storage appliance, tape drive, peripherals, and associated implementation services at a total cost of \$75,600.
2. Reject the proposal and re-bid at a later date.

MANAGER'S RECOMMENDED ACTION:

The purchase of the IBM Power8 S814 server will increase the server processing power, provide greater uptime for applications, and simplify data backups while positioning the City to run the latest IBM software.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the award of a contract to Vertical VAR, LLC for an IBM Power8 S814 database and business processing server, data storage appliance, tape drive, peripherals, and associated implementation services at a total cost of \$75,600.

COUNCIL ACTION FORM

SUBJECT: AWARD OF CONTRACT TO IP PATHWAYS, LLC FOR A NETAPP STORAGE SYSTEM REPLACEMENT

BACKGROUND:

In March 2013, the City issued a Request for Proposal (RFP) to expand capacity and improve the efficiency of the City's network storage. A contract was awarded to RSM US, LLP to provide a NetApp network storage system at a cost of \$105,753.

The City now needs to expand this network storage, and the present system (last available in March 2015) has been phased out. Because the present storage system cannot be expanded and is no longer available, staff issued an RFP for a NetApp network storage system replacement. This system includes local server storage, and associated software systems at both the primary and backup network storage locations.

Staff solicited proposals for the replacement of the network storage technology and data management infrastructure. The RFP included the following requirements:

- Maximization of the server and data storage utilization
- Ability to ensure server availability and data storage in the event of hardware failure
- Reduction in data center cooling and associated energy costs
- Ability to implement redundant offsite data storage

Requests for proposals were sent to 16 vendors, with the City seeking a hardware, software, and services proposal that provided the best value to meet the City's data storage needs. Two proposals were received and evaluated by a team of City staff.

The evaluation team independently scored the proposals based on the following criteria:

- Pass/Fail - Completeness of proposal and compliance with proposal requirements (responsiveness)
- 30% - Ability to fulfill the stated technical requirements
- 20% - Experience and qualifications of the vendor and key project personnel
- 20% - Demonstration of the vendor's understanding of the project
- 30% - Cost of vendor's proposal

Rank	Respondent	Evaluation Score	Project Cost
1	IP Pathways LLC Urbandale, IA	258.00	\$108,682.84
2	RSM US LLP Des Moines, IA	212.74	\$130,881.00

The FY 2017/18 budget includes \$414,190 as a pooled amount to replace information technology equipment, including the network storage system. Of this total budget amount for equipment replacement, the storage system replacement was estimated at \$112,727. Staff is confident that planned replacements can be made within this budgeted amount.

Proposals were evaluated and it was determined that the IP Pathways, LLC proposal provided the best value for the City. Determining factors included 1) highest evaluated score; 2) staff being familiar with the products offered; 3) previous positive experience with support; 4) the hardware proposed is already integrated into our monitoring and alerting systems; 5) staff currently supports the same manufacturer for the Combined Public Safety network; and 6) additional staff time would be required for the implementation of an unfamiliar system.

ALTERNATIVES:

1. Award a contract to IP Pathways, LLC of Urbandale, Iowa, for the implementation of the integrated network storage system at a cost of \$108,682.84.
2. Reject proposals and solicit proposals at a later date.

MANAGER’S RECOMMENDED ACTION:

By approving an agreement between the City of Ames and IP Pathways LLC of Urbandale, Iowa, the City will be maximizing the server and data storage utilization, increasing staff efficiency, reducing energy costs, and adding the functionality of offsite data storage.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby awarding a contract to IP Pathways LLC of Urbandale, Iowa, for the implementation of the integrated network storage system at a cost of \$108,682.84.

COUNCIL ACTION FORM

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

BACKGROUND:

The Main Street Cultural District (MSCD) is planning to host its annual “MusicWalk” event on Friday, April 6. In addition to the traditional arrangements for MusicWalk, the District will be working with Downtown food establishments to set up outdoor seating areas inside metered parking stalls adjacent to the establishments. MSCD staff has made the following requests of the City Council to help facilitate the MusicWalk festivities on April 6:

- a. Blanket Temporary Obstruction Permit for MSCD sidewalks and Blanket Vending License for MSCD from 3:00 p.m. to 9:00 p.m.
- b. Waiver of fee for Blanket Vending License (\$50 loss to City Clerk’s Office)
- c. Use of City-owned electrical outlets and waiver of costs from 3:00 to 9:00 p.m. (approximately \$5 loss to Electric Fund)
- d. Waiver of parking meter fees and enforcement in the MSCD from 3:00 p.m. to 9:00 p.m. (\$119.40 loss to the Parking Fund)
- e. Closure of 11 parking spaces in the Main Street Cultural District from 3:00 p.m. to 9:00 p.m.

No alcohol service or consumption will be permitted in the temporary sidewalk cafes.

ALTERNATIVES:

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

MANAGER'S RECOMMENDED ACTION:

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

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



December 6, 2017

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

RE: MusicWalk

Dear Honorable Mayor Campbell and City Council,

The Main Street Cultural District is planning to hold the annual MusicWalk event on Friday, April 6 from 5:00-8:00 pm. Information about the event can be found on the Special Event Application we submitted. We would also request a waiver of fees for the Blanket Vendor Permit, electricity, and parking meters.

Thank you for your consideration of this request and continued support of the Main Street Cultural District. We look forward to seeing you on April 6, in downtown Ames.

Sincerely,

Cindy Hicks
Executive Director



SPECIAL EVENT APPLICATION

SUMMARY OF EVENT

DESCRIPTION

Event Name 2018 Main Street Music Walk

Description

The MusicWalk showcases downtown businesses on Main Street as well as local musicians. Downtown businesses will feature musicians performing on the sidewalk and food trucks in select locations, it will allow you to experience the many things Main Street has to offer! This event will be spread through the entire downtown district! We are requesting the closure of 11 parking spaces for food trucks and musicians. We also need electricity on the Main Street light poles for use by musicians, and a blanket vending permit for the district.

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

Anticipated Attendance Total 1,500 Per Day 1

DATE/TIME

Setup	Date <u>4/6/18</u>	Time <u>3:00 pm</u>	Day of Week <u>Friday</u>
Event Starts	Date <u>4/6/18</u>	Time <u>5:00 pm</u>	Day of Week <u>Friday</u>
Event Ends	Date <u>4/6/18</u>	Time <u>8:00 pm</u>	Day of Week <u>Friday</u>
Teardown Complete	Date <u>4/6/18</u>	Time <u>9:00 pm</u>	Day of Week <u>Friday</u>

Rain Date, if applicable _____

Rain Location, if applicable _____

LOCATION

Region

(Select one or more)

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

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

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

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

CONTACTS

Host Organization

Main Street Cultural District

Local Contact (Required)

Must be present during event

Name: Cindy Hicks

Address: 304 Main Street

Telephone: (515) 233-3472

Cell phone: (316) 871-0837

Must be available by cell phone during event

Email: events@amesdowntown.org

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

Yes No

Is this an annual event? How many years have you been holding this event? 11

Is this event open to the public?

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

If yes, please list

COUNCIL ACTION FORM

SUBJECT: MAIN STREET CULTURAL DISTRICT REQUESTS FOR ART WALK

BACKGROUND:

The Main Street Cultural District (MSCD) is hosting its annual Art Walk on Friday, June 1, 2018. In order to facilitate this event, MSCD has requested approval for the following:

- Waiver of parking meter fees and enforcement in the MSCD from 3:00 p.m. to 8:30 p.m. to provide free parking to participants (\$358.20 loss to the Parking Fund)
- Blanket Temporary Obstruction Permit for the Main Street Cultural District from 3:00 p.m. to 8:30 p.m.
- Blanket Vending Permit for Main Street Cultural District from 3:00 a.m. to 8:30 p.m. and waiver of fee (\$50 loss to City Clerk's Office)
- Closure of two metered parking spaces in the Main Street Cultural District
- Use of electricity in Tom Evans Plaza and use of the Plaza for live music.

Youth and Shelter Services will offer art-related kid activities in conjunction with Art Walk, MSCD has requested the closure of the 400 block of Kellogg Avenue to facilitate this activity.

ALTERNATIVES:

1. Approve the Art Walk requests as submitted by the MSCD for June 1, 2018, including the waiver of fees.
2. Approve the requests as submitted by MSCD, but require reimbursement for lost parking revenue and for the blanket Vending Permit.
3. Deny the requests.

MANAGER'S RECOMMENDED ACTION:

The Art Walk is a popular annual event that adds vitality to the Downtown. The event organizers have experience in hosting this and many other similar events throughout the year.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the Art Walk requests as submitted by the MSCD for June 1, 2018, including the waiver of fees.



December 6, 2017

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

RE: ArtWalk

Dear Honorable Mayor Campbell and City Council,

The Main Street Cultural District is planning to hold the annual ArtWalk on June 1, 2018, 5-8pm. Information about the event can be found on the Special Event Application we submitted. We would also request a waiver of fees for the Blanket Vendor Permit, electricity, and parking meters.

Thank you for your consideration of this request and continued support of the Main Street Cultural District. We look forward to seeing you on June 1, in downtown Ames.

Sincerely,

Cindy Hicks
Executive Director
Main Street Cultural District



SPECIAL EVENT APPLICATION

SUMMARY OF EVENT

DESCRIPTION

Event Name ArtWalk 2017

Description

The annual ArtWalk is a great event that showcases downtown businesses and our community artists. This event is free of charge to the community and runs from 5 to 8 pm on Friday, June 1, 2018.

1. More than 60 local artists will be hosted by Main Street Cultural District businesses, both inside and outside on the sidewalk.
2. Artists include painters, jewelry makers, photographers, woodworkers, potters, sculptors, musicians, and much more.
3. A self-guided walking tour brochure will be provided to participants.
5. Some artists will be performing demonstrations, others will be selling their artwork, there will be interactive art activities for adults and children.
6. Food vendors or restaurant owners using Sidewalk Cafe permits will be spread throughout Main Street.
7. Youth and Shelter Services will offer art-related kid activities in conjunction with our event and will need the 400 block of Kellogg barricaded off.

Event Category

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

Anticipated Attendance

Total 4,000 Per Day 1

DATE/TIME

Setup	Date <u>6/1/18</u>	Time <u>3:00 pm</u>	Day of Week <u>Friday</u>
Event Starts	Date <u>6/1/18</u>	Time <u>5:00 pm</u>	Day of Week <u>Friday</u>
Event Ends	Date <u>6/1/18</u>	Time <u>8:00 pm</u>	Day of Week <u>Friday</u>
Teardown Complete	Date <u>6/1/18</u>	Time <u>8:30 pm</u>	Day of Week <u>Friday</u>

Rain Date, if applicable _____

Rain Location, if applicable _____

LOCATION

Region

(Select one or more)

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

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

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

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

CONTACTS

Host Organization

Main Street Cultural District

Local Contact (Required)

Must be present during event

Name: Cindy Hicks

Address: 304 Main Street

Telephone: (515) 233-3472

Cell phone: (316) 871-0837

Must be available by cell phone during event

Email: events@amesdowntown.org

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

Yes No

Is this an annual event? How many years have you been holding this event? 22

Is this event open to the public?

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

If yes, please list

COUNCIL ACTION FORM

SUBJECT: **REQUESTS FOR 4TH OF JULY ACTIVITIES**

BACKGROUND:

The annual Fourth of July celebration involves activities coordinated by two groups: City staff coordinates the City Council's free pancake breakfast outside City Hall, while the Main Street Cultural District (MSCD) coordinates the parade and related activities.

PANCAKE BREAKFAST:

The City Council Community Pancake Breakfast will be held again this year in front of City Hall on Wednesday, July 4th. Staff is requesting that Clark Avenue be closed from Fifth Street to Sixth Street from 5:00 p.m. on Tuesday, July 3rd (for set-up) until the conclusion of the parade on July 4th to provide a seating area for people attending the breakfast. Because City Hall Lot N can only be accessed from the pancake feed area or the parade route, the closure of that lot is required on July 4th. The breakfast will start at 8:30 a.m. and conclude at about 10:30 a.m. This will allow participants to attend the parade, which is scheduled to start at 11:00 a.m.

PARADE:

MSCD is coordinating the community parade. Parade staging will take place on Northwestern Avenue between Wheatsfield Grocery and Main Street, on Allan Drive, on Pearle Avenue, in City Hall Parking Lots M and MM, and in City Depot Lots TT and V. The Bill Riley Talent Search will take place at the intersection of Main Street and Burnett Avenue.

To facilitate parade staging and movement, street closures will be needed from 6:00 a.m. until the end of the parade for the following streets:

- Main Street, from the east Central Business District (CBD) Lot entrance to the Grand Avenue overpass, continuing on Northwestern Avenue to Sixth Street (Wheatsfield customers will be allowed access at Sixth Street)
- Allan Drive
- Pearle Avenue
- Fifth Street, from Grand Avenue to Douglas Avenue
- Clark Avenue, from the south driveway of the CBD Lot to Sixth Street
- Burnett Avenue, from Main Street to Fifth Street
- Kellogg Avenue, from just south of Main Street to Fifth Street
- Douglas Avenue, from Main Street to Fifth Street

The following parking lot areas will also need to be closed for parade staging from 6:00 a.m. to approximately 2:00 p.m.:

- Lot MM, to the west of City Hall
- The south three aisles of Lot M, adjacent to the west door of City Hall (City vehicles and cars of City employees who are on duty will be parked in the north portion of the lot)
- Depot Lots V and TT

Because July 4th is a City holiday, there will be no lost parking meter revenue from these closures. A blanket Temporary Obstruction Permit for the MSCD will be required on July 4th. MSCD has requested access to City electrical outlets at the intersection of Main Street and Burnett Avenue for the parade announcer stand. MSCD has also requested a blanket Vending License for the entire MSCD, and a waiver of the license fee.

Public Works staff will provide barricades as needed to close the streets and control access to the parking lots. MSCD will have volunteers at each barricaded intersection, and the Police Department will assist at the busiest intersections. Organizers will be responsible for the replacement of any lost or damaged barricades.

ALTERNATIVES:

1. Approve the requests for activities on July 4th as requested above, including street and parking lot closures, a blanket Temporary Obstruction Permit, a blanket Vending License, use of City electrical outlets, and waiver of fees.
2. Request further information from event organizers.
3. Do not approve the requests for the 4th of July activities.

MANAGER'S RECOMMENDED ACTION:

The return of the 4th of July parade in 2004 provided a great opportunity to bring the citizens of Ames together to celebrate. With the addition of the City Council Community Pancake Breakfast, this event provides the City Council with a way to partner with the Main Street Cultural District to promote "one community" by supporting this worthwhile event.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the requests for activities on July 4th as requested above, including street and parking lot closures, a blanket Temporary Obstruction Permit, a blanket Vending License, use of City electrical outlets, and waiver of fees.



December 6, 2017

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

RE: July 4th Parade and the Bill Riley Talent Show

Dear Honorable Mayor Campbell and City Council,

The Main Street Cultural District is in the process of planning the 2018 Fourth of July Parade and the Bill Riley Talent Show. Information about the event can be found on the Special Event Application we submitted. We would also request a waiver of fees for the Blanket Vendor Permit and electricity fees.

Thank you for your consideration of this request and continued support of the Main Street Cultural District. We look forward to seeing you on July 4th, in downtown Ames.

Sincerely,

Cindy Hicks
Executive Director
Main Street Cultural District



SPECIAL EVENT APPLICATION

SUMMARY OF EVENT

DESCRIPTION

Event Name 4th of July Parade and Bill Riley Talent Show

Description

On Wednesday, July 4th The Bill Riley Talent Show will be held at Main and Burnett from 9am to 11am. The 4th of July parade celebrating Independence day will start at Clark and Main at 11am. It will proceed to Douglas, where it will turn left, the parade will turn left again on 6th street, and end at city hall. Food and drink vendors will be set up on Kellogg and/or Burnett avenue between 5th street and Main Street. Downtown restaurants will also be invited to sell food in front of their brick and mortar locations.

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

Anticipated Attendance Total 8,000 Per Day _____

DATE/TIME

Setup	Date <u>7/4/18</u>	Time <u>6:00 am</u>	Day of Week <u>Wednesday</u>
Event Starts	Date <u>7/4/18</u>	Time <u>9:00 am</u>	Day of Week <u>Wednesday</u>
Event Ends	Date <u>7/4/18</u>	Time <u>12:30 pm</u>	Day of Week <u>Wednesday</u>
Teardown Complete	Date <u>7/4/18</u>	Time <u>2:00 pm</u>	Day of Week <u>Wednesday</u>

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

LOCATION

Region

(Select one or more)

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

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

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

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

CONTACTS

Host Organization

Main Street Cultural District

Local Contact (Required)

Must be present during event

Name: Cindy Hicks

Address: 304 Main

Telephone: (515) 233-3472

Cell phone: (316) 871-0837

Must be available by cell phone during event

Email: events@amesdowntown.org

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

Yes No

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

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

ITEM # 20a-c
DATE: 01-23-18

COUNCIL ACTION FORM

SUBJECT: SUMMER SIDEWALK SALES REQUESTS FROM MAIN STREET CULTURAL DISTRICT

BACKGROUND:

The Main Street Cultural District (MSCD) is again hosting its annual Summer Sidewalk Sales from July 26th through July 28th. At this event, downtown businesses display merchandise on the sidewalks for pedestrians to browse.

To facilitate this event, organizers are requesting suspension of parking regulations and enforcement for the entire Central Business District from 8:00 a.m. to 8:00 p.m. on Saturday, July 28 (\$1,432.80 loss to the Parking Fund).

A blanket Temporary Obstruction Permit and blanket Vending License have also been requested for July 26th-28th. MSCD also has asked that the Vending License fee (\$50) be waived.

ALTERNATIVES:

1. Approve the requests for Sidewalk Sales as requested by the Main Street Cultural District, including the waiver of fees for parking and the Vending License
2. Approve the requests for Sidewalk Sales, but require reimbursement for the lost parking meter revenue and vending license fee
3. Deny the requests

MANAGER'S RECOMMENDED ACTION:

Sidewalk Sales are successful events held twice each year in the MSCD. Since these events bring shoppers downtown, these requests further the City Council's goal to strengthen Downtown. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the requests for Sidewalk Sales as requested by the Main Street Cultural District, including the waiver of fees for parking and the Vending License.



December 6, 2017

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

RE: Summer Sidewalk Sales

Dear Honorable Mayor Campbell and City Council,

The Main Street Cultural District is planning to hold the annual Summer Sidewalk Sales July 26-28. Information about the event can be found on the Special Event Application we submitted. We would also request a waiver of fees for the Blanket Vendor Permit and fees for free parking of city meters in the entire Main Street Cultural District on Saturday, July 28.

Thank you for your consideration of this request and continued support of the Main Street Cultural District. We look forward to seeing you shopping in downtown Ames!

Sincerely,

Cindy Hicks
Executive Director
Main Street Cultural District



SPECIAL EVENT APPLICATION

SUMMARY OF EVENT

DESCRIPTION

Event Name Summer SideWalk Sale

Description

The Summer Sidewalk Sale is a semi-annual sale held in Downtown Ames. The event will be held July 26-July 28 and merchants will display their sale items on the sidewalks - leaving the appropriate amount of walking room for pedestrians. The purpose of the sale is to attract people to the Main Street Cultural District and it promotes shopping local in the streets of Downtown Ames. On Saturday, July 28th we would like shoppers to have free parking in the entire Main Street Cultural District area.

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

Anticipated Attendance Total 2,000 Per Day 1

DATE/TIME

Setup	Date _____	Time _____	Day of Week _____
Event Starts	Date <u>7/26/18</u>	Time <u>8:00 am</u>	Day of Week <u>Thursday</u>
Event Ends	Date <u>7/28/18</u>	Time <u>8:00 pm</u>	Day of Week <u>Saturday</u>
Teardown Complete	Date _____	Time _____	Day of Week _____

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

LOCATION

Region

(Select one or more)

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

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

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

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

CONTACTS

Host Organization

Main Street Cultural District

Local Contact (Required)

Must be present during event

Name: Cindy Hicks

Address: 304 Main Street

Telephone: (515) 233-3472

Cell phone: (316) 871-0837

Must be available by cell phone during event

Email: director@amesdowntown.org

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

Yes No

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

Is this event open to the public?

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

If yes, please list

COUNCIL ACTION FORM

SUBJECT: **REQUESTS FOR OKTOBERFEST RAIN LOCATION
ON MAIN STREET**

BACKGROUND:

The Main Street Cultural District (MSCD) plans to hold its annual Oktoberfest at Bandshell Park on Saturday, September 15, 2018. However, if weather conditions could cause the event to damage the Bandshell Park turf, MSCD intends to use the 200 block of Main Street, from Kellogg Avenue to Douglas Avenue, as a rain location. Because the decision to move the event to the rain location would take place on short notice, seeking City Council approval in advance for the rain location is appropriate.

The rain location would use the 200 block of Main Street from noon on September 14th to noon on September 16th. The event involves a beer garden/craft brew fest, live music and other entertainment, and food vendors. Approximately 3,000 people are anticipated to attend the event.

MSCD has assured City staff that the fenced-in beer garden will be adequately staffed with volunteers and arranged in such a manner that it can be removed quickly to provide access in the event of an emergency. A private security firm will be retained by MSCD to assist with the event. A large tent will be erected to cover the gathering area.

To facilitate this event, the following requests have been made by MSCD:

- Closure of Main Street between Kellogg Avenue and Douglas Avenue from noon Friday, September 14, to noon Sunday, September 16 (rain location)
- Blanket Temporary Obstruction Permit (rain location)
- Blanket Vending License and waiver of fee (\$50 lost to City Clerk's Office)
- Closure of 45 metered parking spaces in the 200 block of Main Street from noon Friday, September 14, to noon Sunday, September 16, and waiver of parking meter fees (\$135 loss to the Parking Fund) (rain location)
- Access to and waiver of cost for use of electricity in 200 block of Main Street (approximately \$10 loss to the Electric Fund) (rain location)

MSCD intends to request approval of two Special Class C Liquor Licenses (Beer and Wine) with Outdoor Service Privilege (one for the primary location at Bandshell Park and one for the rain location on the 200 block of Main Street). Approval of the licenses will be requested separately as the date of the event approaches.

Organizers plan to go door-to-door with event information notifying the affected neighbors that the 200 block of Main Street is the backup location should the weather not permit the event to be held in Bandshell Park.

ALTERNATIVES:

1. Approve the requests from the Main Street Cultural District as indicated above, including the waiver of fees.
2. Approve the requests as indicated above, but require reimbursement for lost parking meter revenue, a Vending License, and the use of electricity should the weather not permit the event to be held in Bandshell Park.
3. Do not approve the requests.

MANAGER'S RECOMMENDED ACTION:

The Main Street Cultural District has had a proven record of putting on safe and well-attended events for the community. In addition to bringing large numbers of people to the Downtown area in the past, this event can promote the use and appeal of Bandshell Park.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the requests from the Main Street Cultural District as indicated above, including the waiver of fees.



December 6, 2017

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

RE: Oktoberfest

Dear Honorable Mayor Campbell and City Council,

The Main Street Cultural District is planning to hold the annual Oktoberfest event on Saturday, September 15, 1-10 p.m.. Information about the event can be found on the Special Event Application we submitted. We would also request a waiver of fees for the Blanket Vendor Permit, electricity, and parking meters.

Thank you for your consideration of this request and continued support of the Main Street Cultural District. We look forward to seeing you on September 15, in downtown Ames.

Sincerely,

Cindy Hicks
Executive Director
Main Street Cultural District

SUMMARY OF EVENT

DESCRIPTION

Event Name Main Street Oktoberfest Septemeber 15, 2018

Description

Oktoberfest Festival has become an Ames fall tradition where people gather from the local community and out of town to experience the European festival. It's traditionally known for its German food and multiple breweries as well as Guten Tag Games, a best-dressed costume competition, Stein holding competition, and polka dancing. Ending the night with a great cover band where everyone knows the songs and dancing comes natural!

The Oktoberfest festival begins at 1 p.m. September 15th, 2018 and will end at 10pm. This year we plan to have the festival in Band Shell Park but will need the 200 Block of Main Street, from Kellogg Avenue to Douglas Avenue, as a rain location. If we are forced to use the rain location, we will need to close the 200 block of Main Street from noon on September 14th to noon on September 16th The area will be gated off and entry is only via tickets bought.

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

Anticipated Attendance Total 3,000 Per Day 1

DATE/TIME

Setup	Date <u>9/14/18</u>	Time <u>12:00 pm</u>	Day of Week <u>Fri</u>
Event Starts	Date <u>9/15/18</u>	Time <u>1:00 pm</u>	Day of Week <u>sat</u>
Event Ends	Date <u>9/15/18</u>	Time <u>10:00 pm</u>	Day of Week <u>Sat</u>
Teardown Complete	Date <u>9/16/18</u>	Time <u>12:00 pm</u>	Day of Week <u>sun</u>

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

LOCATION

Region

(Select one or more)

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

Please note that events occurring in the Downtown, Campustown, or on ISU property require prior approvals. 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

CONTACTS

Host Organization

MSCD

Local Contact (Required)

Must be present during event

Name: Cindy Hicks

Address: 229 Main

Telephone: (515) 233-3472

Cell phone: (316) 871-0837

Must be available by cell phone during event

Email: director@amesdowntown.org

No later than two weeks 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? 6

Is this event open to the public?

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

If yes, please list

COUNCIL ACTION FORM

SUBJECT: REQUESTS FROM MAIN STREET CULTURAL DISTRICT FOR SMITHSONIAN INSTITUTE TRAVELING EXHIBIT

BACKGROUND:

The Main Street Cultural District (MSCD) is planning to host the Smithsonian Institute Traveling Exhibit Opening Night Reception on October 4. The exhibit, titled Hometown Teams, highlights the many ways sports have shaped communities across America. The reception, therefore, will be held as a family-friendly "Tailgate" party, with food trucks, local marching bands, cheerleaders, bleachers, tailgating vehicles, and a mascot competition. Approximately 2,000 people are anticipated to attend the event.

To facilitate this event, the following requests have been made by MSCD for Thursday, October 4:

- Closure of the 400 block of Douglas from 3:00 to 8:00 p.m.
- Blanket Temporary Obstruction Permit
- Blanket Vending License and waiver of fee (\$50 loss to the City Clerk's Office)
- Closure of 12 metered parking spaces in the 400 block of Douglas, 8 metered parking spaces on Main Street from 3:00 to 8:00 pm and waiver of parking meter fees (\$20 loss to the Parking Fund).
- Use of electricity along Main Street and waiver of electricity costs (approximately \$5 loss to Electric Fund).

Organizers plan to place signs in the affected area, and distribute information via email to businesses affected by the street closures.

ALTERNATIVES:

1. Approve the requests for the Smithsonian Institute Traveling Exhibit as requested by the Main Street Cultural District, including the waiver of fees.
2. Approve the requests for the Smithsonian Institute Traveling Exhibit, but require reimbursement for the lost parking meter revenue, a Vending License, and the use of electricity.
3. Deny the requests.

MANAGER'S RECOMMENDED ACTION:

The Smithsonian Institute Traveling Exhibit aims to bring additional traffic and visitors to Main Street districts statewide. The request furthers the City Council's goal to strengthen the downtown.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the requests for the Smithsonian Institute Traveling Exhibit as requested by the Main Street Cultural District, including the waiver of fees.



January 5, 2018

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

RE: Smithsonian Institute Traveling Exhibit Opening Night Reception

Dear Honorable Mayor Haila and City Council,

The Main Street Cultural District is planning the Smithsonian Institute Traveling Exhibit Opening Night Reception, October 4, 2018. Information about the event can be found on the Special Event Application we submitted. We would also request a waiver of fees for the Parking Meter, Blanket Vendor Permit and electricity fees.

Thank you for your consideration of this request and continued support of the Main Street Cultural District. We look forward to seeing you on October 4, in downtown Ames.

Sincerely,

Cindy Hicks
Executive Director
Main Street Cultural District



SPECIAL EVENT APPLICATION

SUMMARY OF EVENT

DESCRIPTION

Event Name Smithsonian Institute Traveling Exhibit Opening Night Reception

Description

The Smithsonian Institute Traveling Exhibit will be on display in Ames September 29 - November 11, 2018. The Opening Night Reception is being held on October 4, 5-7pm in the 400 block of Douglas. The exhibit, titled Hometown Teams, showcases the many ways sports has shaped communities across America. The reception will be held as a family-friendly "Tailgate" party, with food trucks, local marching bands, cheerleaders, bleachers, tailgating vehicles, and a mascot competition. We want to close the 400 block of Douglas and parking spaces on the north east side of Main Street in the 200 block. And select parking spots on Main Street for tailgate vehicle parking.

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

Anticipated Attendance Total 2,000 Per Day _____

DATE/TIME

Setup Date 10/4/2018 Time 3pm Day of Week Thursday

Event Starts Date 10/4/2018 Time 5pm Day of Week Thursday

Event Ends Date 10/4/2018 Time 7pm Day of Week Thursday

Teardown Complete Date 10/4/2018 Time 8pm Day of Week Thursday

Rain Date, if applicable _____

Rain Location, if applicable _____

LOCATION

- Region**
(Select one or more)
- Main Street Cultural District (Downtown)
 - Campustown District
 - Iowa State University Property
 - City Parks
 - Other (please explain) _____

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

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

CONTACTS

Host Organization Main Street Cultural District

Local Contact (Required)	Name	<u>Cindy Hicks</u>
	Address	<u>304 Main Street</u>
	Telephone	<u>515-233-3472</u>
	Cell Phone	<u>316-871-0837</u>
	Email	<u>director@amesdowntown.org</u>

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

COUNCIL ACTION FORM

SUBJECT: MAIN STREET CULTURAL DISTRICT REQUESTS FOR SNOW MAGIC

BACKGROUND:

Main Street Cultural District (MSCD) plans to host its Snow Magic Celebration November 9th through December 24th. The event will kick off on November 9 with the tree lighting ceremony, open houses, and horse and carriage rides.

Although in previous years, MSCD has requested free parking in the Central Business District for several Saturdays during the holiday season, this year MSCD is only requesting a blanket free parking day on November 24th.

To facilitate this event, MSCD has made the following requests:

- Installation of the holiday snowflake lights, use of electricity for these lights along Main Street and waiver of electricity costs (approximately \$10 loss to Electric Fund).
- Use of Tom Evans Plaza from 5:00 to 8:00 p.m. on November 9th for the tree lighting ceremony.
- Closure of Kellogg Avenue from Main Street to Fifth Street, including closure of 12 metered parking spaces, from 8:00 a.m. to 1:00 p.m. on December 8th for Santa's Train (\$12 loss to the Parking Fund).
- Closure of 10 metered parking spaces within the MSCD from 3:00 to 9:00 p.m. on November 9th to facilitate the pick-up and drop-off of passengers on horse drawn carriage rides through the downtown (\$6 loss to the Parking Fund).
- A blanket Temporary Obstruction Permit and a blanket Vending Permit for the Central Business District from November 9th through December 24th to allow stores to display and sell merchandise and waiver of vending fee (\$50 loss to City Clerk's Office).
- Suspension of parking regulations and enforcement to allow free parking in the entire Central Business District on Saturday, November 24 (\$1,194 loss to the Parking Fund).

ALTERNATIVES:

1. Approve the requests made by Main Street Cultural District as indicated above, including the requested waiver of fees.
2. Approve the requests as indicated above, but require reimbursement for the blanket Vending Permit (\$50), electricity use (\$10), and lost parking meter revenue (\$1,212)
3. Deny the requests.

MANAGER'S RECOMMENDED ACTION:

Snow Magic provides an opportunity to draw residents and visitors to the downtown and supports local businesses during the holiday shopping season.

It is therefore the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the requests made by Main Street Cultural District as indicated above, including the requested waiver of fees.



December 6, 2017

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

RE: Snow Magic

Dear Honorable Mayor Campbell and City Council,

The Main Street Cultural District is planning to hold the annual Snow Magic event from November 9 - December 24. Information about the event can be found on the Special Event Application we submitted. We would also request a waiver of fees for the Blanket Vendor Permit, electricity, and parking meters.

Thank you for your consideration of this request and continued support of the Main Street Cultural District. We look forward to seeing you downtown for our Snow Magic events.

Sincerely,

Cindy Hicks
Executive Director
Main Street Cultural District



SPECIAL EVENT APPLICATION

SUMMARY OF EVENT

DESCRIPTION

Event Name Snow Magic in Downtown Ames

Description

Snow Magic is an annual event for the downtown businesses held November 9-December 24. The kickoff will be held November 9, from 5-8 pm. We would like to ask Mayor John Haila to light the Christmas tree in Tom Evans Park. There will be carriage rides around the downtown with stops in front of the Ames Historical Society and the Depot. We will need to block off two parking stalls in front of the Historical Society. We also need 8 parking stalls in various locations for food trucks.

We would like to offer Free Parking for Small Business Saturday on November 24.

Saturday, December 8, we would like to close Kellogg from Main Street to 5th Street for Santa's Train from 8am-1pm. The event will be held from 1am-1pm.

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

Anticipated Attendance Total _____ Per Day _____

DATE/TIME

Setup	Date <u>11/9/18</u>	Time <u>3:00 pm</u>	Day of Week <u>Friday</u>
Event Starts	Date <u>11/9/18</u>	Time <u>5:00 pm</u>	Day of Week <u>Friday</u>
Event Ends	Date <u>11/9/18</u>	Time <u>8:00 pm</u>	Day of Week <u>Friday</u>
Teardown Complete	Date <u>11/9/18</u>	Time <u>9:00 pm</u>	Day of Week <u>Friday</u>

Rain Date, if applicable _____

Rain Location, if applicable _____

LOCATION

Region

(Select one or more)

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

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

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

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

CONTACTS

Host Organization

Main Street Cultural District

Local Contact (Required)

Must be present during event

Name: Cindy Hicks

Address: 304 Main St

Telephone: (515) 233-3472

Cell phone: (316) 871-0837

Must be available by cell phone during event

Email: director@downtownames.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

COUNCIL ACTION FORM

SUBJECT: 2016/17 TRAFFIC SIGNAL PROGRAM – 6TH STREET/ HAZEL AVE

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 and new pedestrian ramps at 6th Street and N. Hazel Avenue.**

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

<u>Revenues</u>		<u>Expenses</u>	
Road Use Tax	\$325,000	Administration	\$15,000
		Design	\$17,867
		Construction	\$280,008
Total	\$325,000	Total	\$312,874
		Contingency (3.7%)	\$12,126

ALTERNATIVES:

1. Approve the plans and specifications for the 2016/17 Traffic Signal Program – 6th Street/Hazel Ave project and establish February 21, 2018, as the date of letting with February 27, 2018, 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 provide more reliable service for users of this intersection. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.

COUNCIL ACTION FORM

SUBJECT: 2017/18 TRAFFIC SIGNAL PROGRAM – EAST LINCOLN WAY/DAYTON AVENUE

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 and new pedestrian ramps at E. Lincoln Way and Dayton Avenue.**

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

<u>Revenues</u>		<u>Expenses</u>	
Road Use Tax	\$375,000	Administration	\$15,000
		Design	\$17,867
		Construction	\$322,872
Total	\$375,000	Total	\$355,739
		Contingency (5.1%)	\$19,261

ALTERNATIVES:

1. Approve the plans and specifications for the 2017/18 Traffic Signal Program – East Lincoln Way/Dayton Avenue project and establish February 21, 2018, as the date of letting with February 27, 2018, 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 provide better service for residents using this intersection. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.

COUNCIL ACTION FORM

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

BACKGROUND:

Staff created a master plan for the area between 5th Street and 6th Street around City Hall and within Parking Lots M, MM, and N. The scope for this specific project includes landscaping/turf replacement in the areas around City Hall and reconstructing Parking Lot M (lot west of City Hall). Work in the remaining areas will be reevaluated as additional funding is identified.

On January 24, 2017 City Council awarded this project to Manatt’s Inc., of Ames, Iowa in the amount of \$948,116.35. Two change orders have been administratively approved by City staff, in accordance to the Purchasing Policies and Procedures. Change Order 1 in the amount of \$7,055 included electrical facility removals and increased sidewalk replacement. Change Order 2 in the amount of \$2,941 made adjustments to aggregate, erosion control matting, and flowable fill concrete quantities. **Change Order 3 in the amount of \$55,513.59 reflects the actual field quantities for the project to-date and adds sloped curb noses to the medians. This brings total construction to \$1,013,625.94.**

Remaining work to be completed in spring 2018 is soil quality restoration and native vegetation/turf establishment around the City Hall grounds.

Revenue and expenses for the project are shown below:

	Available Revenue	Estimated Expenses
City Hall Parking Lot Reconstruction		\$948,116.35
Change Order 1 (administratively approved)		\$7,055.00
Change Order 2 (administratively approved)		\$2,941.00
Change Order 3 (this request)		\$55,513.59
City Hall Parking Lot Reconstruction Funding	\$500,000	
Savings from City Hall Roof Project	\$161,400	
IDALS Water Quality Grant	\$100,000	
Iowa DNR SRF Sponsored Project Funding	\$347,250	
15/16 Storm Water Quality Improvement Program	\$100,000	
16/17 Storm Water Quality Improvement Program	\$100,000	
Engineering/Administration		\$141,000
	\$1,308,650	\$1,154,625.94

ALTERNATIVES:

1. Approve Change Order #3 in the total amount of \$55,513.59 for the City Hall Parking Lot Reconstruction (S. Skunk River Basin Watershed Improvements) Project.
2. Direct staff to pursue modifications to this project.

MANAGER'S RECOMMENDED ACTION:

The third changed order has been reviewed by staff and determine to be warranted. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as stated above.

The remaining work under this contract to be completed in spring 2018 is soil quality restoration and native vegetation/turf establishment around the City Hall grounds.

COUNCIL ACTION FORM

SUBJECT: SHARED USE PATH SYSTEM EXPANSION (OAKWOOD ROAD)

BACKGROUND:

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

On September 27, 2016 City Council awarded this project to Con-Struct, Inc. of Ames, Iowa in the amount of \$203,988.90. Two change orders were administratively approved by staff. Change Order No. 1 was approved in the amount of \$9,970 to alter the storm water drainage design due to limited space between the new trail and the adjacent property line. Change Order No. 2 (Balancing) was approved in the amount of \$4,074.90 to reflect field measurements of the bid items. **Construction was completed in the amount of \$218,033.80.**

Revenue and expenses for the project are summarized below:

Program Funding Summary

Shared Use Path System Expansion Program	
Local Option Sales Tax (LOST)	\$ 61,998.00
Developer Contributions (Ringgenberg)	\$ 38,150.00
Developer Contributions (Suncrest)	\$ 23,261.00
2016/17 Storm Sewer Improvements	\$ 12,650.00
Accessibility Enhancement Funds	\$ 26,300.00
Iowa State University	\$ 106,586.63
Total Funding	\$ 268,945.63

Program Expense Summary

Engineering & Contract Administration	\$ 43,805.00
Construction Costs	\$ 218,033.80
Total Expenses	\$ 261,838.80

ALTERNATIVES:

1. Accept the 2007/2008 Shared Use Path System Expansion (Oakwood Road) project as completed by Con-Struct, Inc. of Ames, Iowa, in the amount of \$218,033.80.
2. Direct staff to pursue modifications to the project.

MANAGER'S RECOMMENDED ACTION:

This project was completed in accordance with the approved plans and specifications. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.

COUNCIL ACTION FORM

**SUBJECT: 2014/15 SANITARY SEWER REHABILITATION
(MANHOLE REHABILITATION – FLOOD PRONE MANHOLES)**

BACKGROUND:

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

In March 2012 the City entered into a Sanitary Sewer System Evaluation agreement with Veenstra & Kimm, Inc. (V&K) from West Des Moines, Iowa. This included a comprehensive and systematic evaluation for identifying the defects that could contribute I/I across the entire, City-wide sanitary sewer system. This evaluation has been underway for several years. With the data collection phase complete, there are over \$25 million of structural improvements needed in the sanitary sewer system.

Current and future CIP projects for the sanitary sewer system are based on the results of this evaluation. Work includes rehabilitation such as the lining of existing mains or spray lining of existing structures, as well as complete removal and replacement of structures and sanitary sewer mains. Funding for these projects in the CIP comes from the State Revolving Fund (SRF) beginning in FY 2014/15 in the amount of \$3,470,000. Repayment of the SRF loans is from revenues generated in the Sanitary Sewer Fund.

This is the second project to come out of the study, and was selected to have an immediate impact by removing Inflow & Infiltration (I&I) in manholes that are in areas prone to flooding. By eliminating I/I in these manholes, the existing sewer mains will regain some capacity. Items of work in the contract included replacement of existing manhole castings, installation of new external seals, and chemical grouting and cementitious lining of existing manholes. These rehabilitation methods reduces the amount of clean water that enters the system, thus reducing the amount of water needing treatment at the plant.

On May 24, 2016 City Council awarded this project to Save Our Sewers of Cedar Rapids, Iowa, in the amount of \$1,032,105.23. Change Order 1 was an increase in the amount of \$29,790 for additional barrel and cone manhole sections as part of this project. Change Order 2 was a decrease in the amount of \$8,227.52 for balancing the contract to reflect actual field quantities. Construction was completed in the amount of \$1,053,667.71.

Revenue and expenses associated with this program are estimated as follows:

	Available Revenue	Estimated Expenses
State Revolving Funds	\$ 3,270,000	
2014/15 Sanitary Sewer Rehab (Manhole Rehab in Basins 1 & 5) (<i>Actual – separate contract</i>)		\$ 1,624,944.96
2014/15 Sanitary Sewer Rehab (Manhole Rehab – Flood Prone Manholes) (this project)		\$ 1,053,667.71
Engineering/Admin/Construction Inspection (Both Projects)		\$ 577,619.04
	\$ 3,270,000	\$ 3,256,231.71

ALTERNATIVES:

1. Accept the 2014/15 Sanitary Sewer Rehabilitation (Flood Prone Manholes) as completed by Save Our Sewers of Cedar Rapids, Iowa, in the amount of \$1,053,667.71.
2. Direct additional work and do not proceed with closing the project at this time.

MANAGER'S RECOMMENDED ACTION:

This project was completed in accordance with the approved plans and specifications. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.

COUNCIL ACTION FORM

**SUBJECT: CYRIDE CONCRETE REPLACEMENT PROJECT ACCEPTANCE,
FINAL COMPLETION, AND RELEASE OF UNPAID BALANCE**

BACKGROUND:

CyRide’s concrete replacement project began in March 2017 and included replacement of concrete on the east side of its facility, which was in a deteriorated, crumbling condition. This project was awarded to JAS Construction LLC of Altoona, Iowa for a total cost of \$62,891. This cost included the base bid (\$58,491) for the concrete work, as well as an alternate for a new light at the east entrance to CyRide’s parking lot (\$4,400). The summary below outlines the original contract, change orders, actual payments, remaining balance, and retainage amounts.

Original Contract Base Bid Sum	\$58,491
Add Alternate Number 1 (New Parking Lot Light)	<u>\$ 4,400</u>
Total Contract Sum	\$62,891
Payment Made To-Date	<u>\$58,491</u>
Unpaid Balance – Retainage (Parking Lot Light)	\$ 4,400

The “Unpaid Balance” is higher than the typical 5% retainage, as the light project was delayed due to back order of the light. Therefore, the entire amount of the light has been withheld pending its completion. The project was substantially complete on August 3, 2017.

As of January 5, 2018, all conditions of the contract were met by JAS Construction. Therefore, with completion of the project, the project is ready for close-out based on satisfactory completion of the following items:

- Punch-List Items
- Operating and Maintenance Manuals
- As-Built Drawings
- Lien Waivers
- Final Pay Application

Acceptance of the project as complete and release of the unpaid balance was approved by the Transit Board of Trustees on January 16, 2018.

ALTERNATIVES:

1. Accept final completion and approve final payment in the amount of \$4,400 to JAS Construction LLC for completion of CyRide's concrete replacement project.
2. Do not accept the Ames Transit Agency security system project as complete and withhold payment of the unpaid balance to address City Council identified issues.

MANAGER'S RECOMMENDED ACTION:

With all documents, lien waivers, and punch list items completed, all conditions of the project have been satisfied, allowing for final acceptance of the project and payment of the retainage amount.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby accepting CyRide's concrete replacement project as complete and releasing the unpaid balance of \$4,400 to JAS Construction LLC.

COUNCIL ACTION FORM

SUBJECT: PLAT OF SURVEY FOR 23717 580TH AVENUE

BACKGROUND:

The City's subdivision regulations are found in Chapter 23 of the Ames 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 adjusting the boundary lines of existing tracts. These regulations also apply to divisions of land or boundary line adjustments in unincorporated Story County, except where the Urban Fringe Plan's 28E agreement has delegated authority to the County.

In November 2017, the City Council approved a plat of survey for LDY, LLC that created two parcels out of a single tract of land. Now, the abutting land owners along 580th Avenue, James and Kristine Elliott, wish to combine the two tracts that they own with a small portion of one of the newly created the LDY, LLC parcels. The Elliotts are acquiring this portion of the LDY, LLC parcel to create a uniform rear lot line. No new developable lot is created with this adjustment.

The proposed plat of survey (Attachment B) combines two parcels owned by the Elliotts, with a portion of Parcel C, owned by LDY, LLC and created through a plat of survey approved by the City Council in November 2017. The plat of survey creates Parcel E (owned by the Elliotts) and Parcel F (retained by LDY, LLC). **The City's subdivision regulations allow for a boundary line adjustment or consolidations of parcels with a plat of survey.** The review procedures are found in Section 23.309 of the Ames Municipal Code.

As a boundary line adjustment, this plat of survey does not require the installation of other infrastructure improvements described in Division IV, Design and Improvement Standards of Chapter 23 of the Ames Municipal Code (sanitary sewer, city water , sidewalks, street lights, etc.).

The proposed boundary line adjustment incorporates land from the LDY Plat of Survey land division. **As part of the LDY approval, the City processed subdivision waiver requests for infrastructure. As part of that waiver, the City required LDY, LLC to sign an annexation covenant requiring the owners and assigns to seek annexation when the City requests it. These covenants run with the land.** By acquiring a portion of the LDY property, the parcel owned by the Elliotts will also be subject to that covenant for annexation. Staff has not requested any additional covenants for consideration of the Elliotts request for a boundary line adjustment within the Urban Fringe.

The Ames Urban Fringe Plan designation for this area is Agricultural/Long-term Industrial Reserve, a subcategory of the Rural/Urban Transitional Area. Annexation or development of this area is not anticipated until the recently annexed East Industrial Area nears buildout

and additional industrial land is sought. No new residential lots are supported by this land use designation and, in this case, none are created.

Subdivisions in this designated area require the approval of both the Ames City Council and Story County Supervisors. However, as a plat of survey, it needs to be accompanied only by an Ames City Council resolution of approval in order to be recorded. Story County approves plats of survey administratively by staff.

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, along with the resolution of approval in the office of the County Recorder.

ALTERNATIVES:

1. The City Council can approve the resolution approving the plat of survey.
2. The City Council can 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. The City Council can refer this back to staff and/or the owner for additional information.

CITY MANAGER'S RECOMMENDED ACTION:

Staff has determined that the proposed plat of survey satisfies all code requirements for a boundary line adjustment of existing lots and has made a preliminary decision of approval. No infrastructure improvements are required and, consistent with the Urban Fringe Plan, no new residential lots are created.

Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1, thereby adopting the resolution approving the proposed plat of survey.

**ADDENDUM
PLAT OF SURVEY FOR 23717 580TH AVENUE**

Application for a 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)
- Other.

The site is located at: 23717 580th Avenue and an adjacent, unaddressed parcel

Owners: LDY, LLC and James & Kristine Elliott
Parcel ID: 10-08-400-230 and 10-08-400-275

New Legal Descriptions: Parcels E and F the NE ¼ of the SE ¼ of Section 8, Township 83, Range 23 West of the 5th P.M., Story County, Iowa.

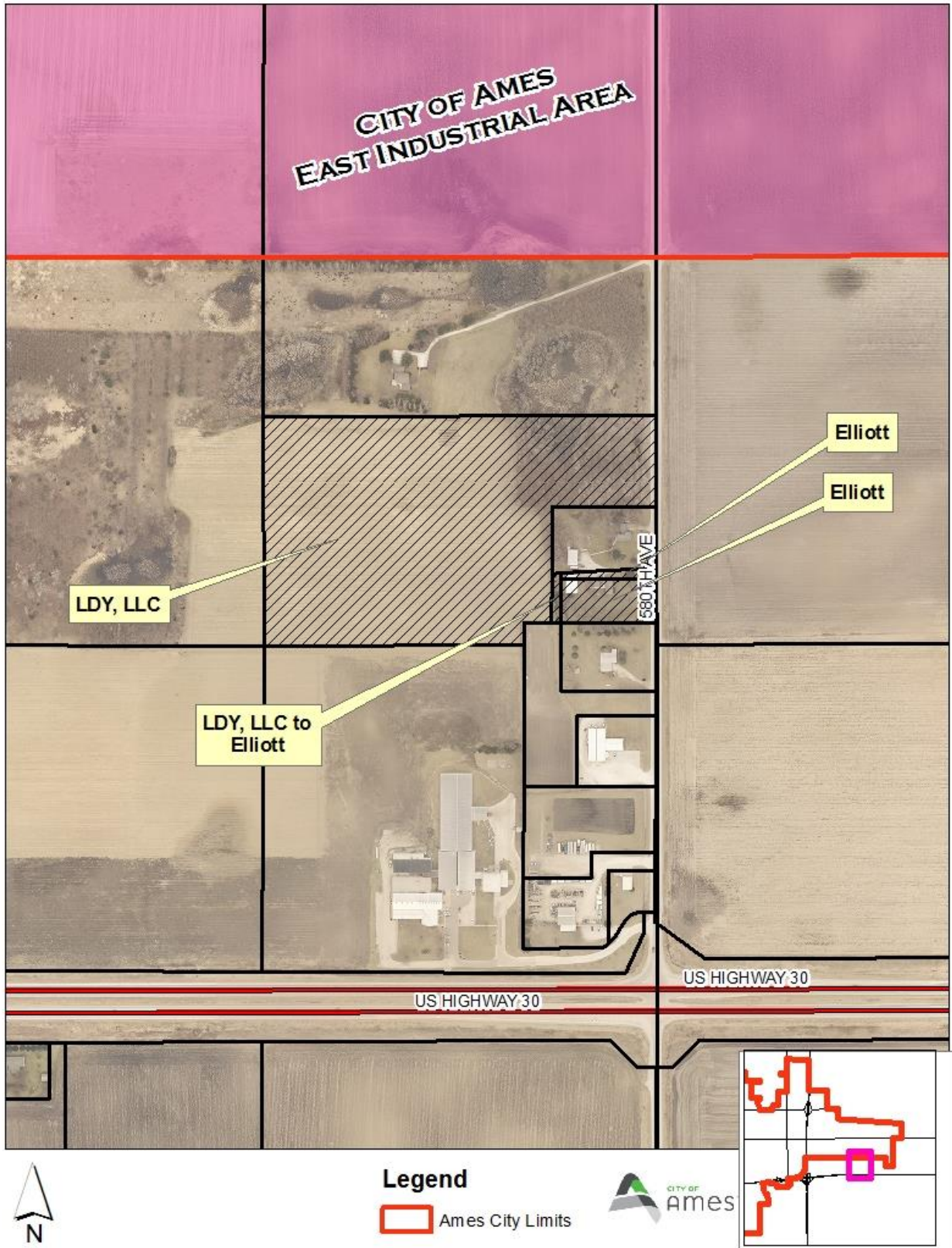
Public Improvements:

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, if subdivision requirements are waived by the City Council.

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 MAP



ATTACHMENT B: PLAT OF SURVEY [NORTH TO THE RIGHT]

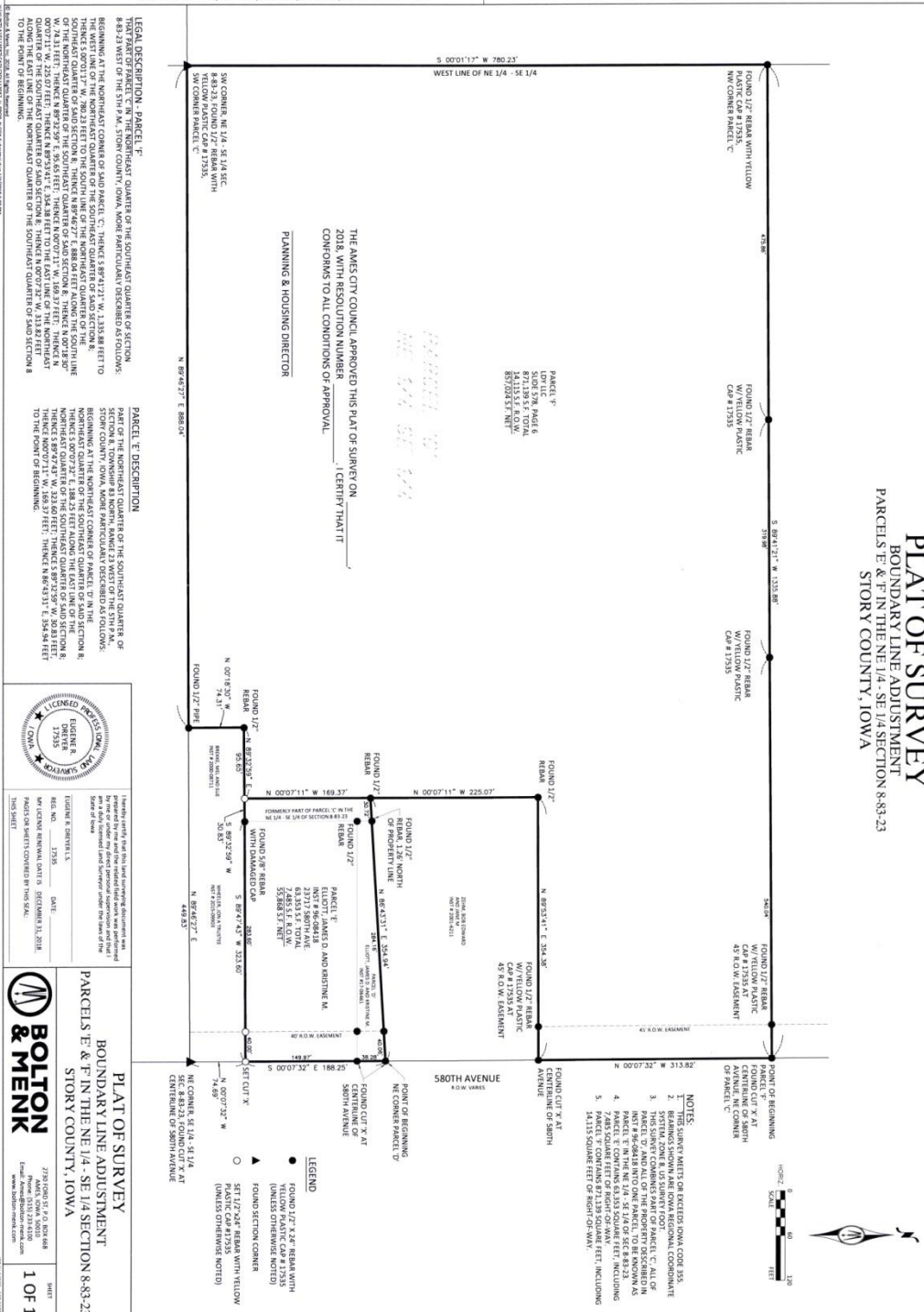
SURVEY DESCRIPTION: PARCEL 'E' AND 'F' IN THE NE1/4, SE1/4, OF SECTION 8-83-23 WEST OF THE 5TH P.M., STORY COUNTY, IA.

PROPRIETOR: JAMES D. ELLIOTT AND KRISTINE M. ELLIOTT AND LDY LLC

REQUESTED BY: JAMES D. ELLIOTT AND KRISTINE M. ELLIOTT

SURVEYOR: EUGENE DREYER, PLS #17535, BOLTON & MENK, INC., 2730 FORD STREET, AMES, IOWA, 50010, 515-233-6100

SLIDE _____ PAGE _____



COUNCIL ACTION FORM

SUBJECT: PLAT OF SURVEY (BOUNDARY LINE ADJUSTMENT) FOR 2107 & 2113 ISAAC NEWTON DRIVE

BACKGROUND:

The City's subdivision regulations found in Chapter 23 of the Ames Municipal Code 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 for the consolidation of conveyance parcels and for boundary line adjustments.

This proposed plat of survey is for a boundary line adjustment of existing parcels addressed as 2107 & 2113 Isaac Newton Drive to create one parcel. These parcels are currently unoccupied. The parcels are zoned Highway Oriented Commercial (HOC) and are located in the Southeast Gateway Overlay District (O-GSE). The existing lots known as Lots 4 and 5 were platted in 2003 as part of the South Gateway Subdivision First Addition. The proposed change results in one new parcel, labeled as Parcel C.

The site was reviewed to ensure that proposed lot dimensions complied with requirements found in the zone development standards of the Highway Oriented Commercial District (HOC) and the Southeast Gateway Overlay District (O-GSE). Staff also reviewed the prior subdivision conditions and development agreement as it applies the site and found it to conform. A condition was noted to the applicant that all access to the parcel must be from Isaac Newton Drive.

Approval of this plat of survey (Attachment B) 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. The City Council can adopt the resolution approving the proposed plat of survey.
2. The City Council can deny the proposed plat of survey if the City Council finds that the requirements for plats of survey as described in Section 23.309 have not been satisfied.

3. The City Council can refer this back to staff and/or the owner for additional information.

CITY MANAGER'S RECOMMENDED ACTION:

Staff has determined that the proposed plat of survey satisfies all Subdivision Code requirements for a boundary line adjustment of existing parcels and has made a preliminary decision of approval. The resulting parcel is designed to be conforming to underlying design standards and building setbacks of HOC zoning and the Southeast Gateway Overlay District (O-GSE). The boundary line adjustment does not trigger infrastructure requirements unless there is a gap in completion of existing infrastructure. Sidewalks are required to be constructed along all frontages at the time of development and not as part of the Plat of Survey approval.

Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1, thereby adopting the resolution approving the proposed plat of survey.

**ADDENDUM
PLAT OF SURVEY FOR 2107 & 2113 ISAAC NEWTON DRIVE**

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: South Dayton Development LC
Existing Street Address: 2107 & 2113 Isaac Newton Drive
Assessor's Parcel #: 0912476010 and 0912476020

Legal Description: LEGAL DESCRIPTION - PARCEL C
Lots 4 and 5 in the South Gateway Development, City of Ames, Story County, Iowa, being more particularly described as follows: Beginning at the Southwest Corner of said Lot 4; thence N00 °15 ' 03 " W, 165.33 feet to the beginning of a curve; thence northerly, 190.54 feet along said curve having a radius of 905.00 feet, concave to the east, a central angle of 12 °03 ' 47" and being subtended by a chord which bears N06 °02 ' 10 "E, 190.19 feet to the Northwest Corner of said Lot 4; thence N89 °45 ' 23 " E, 359.16 feet to the Northwest Corner of said Lot 5; thence S00 °15 ' 03" E, 357.24 feet to the Southeast Corner thereof; thence N89 °48 ' 46 " W, 380.00 feet to the point of beginning, containing 3.07 acres.

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:

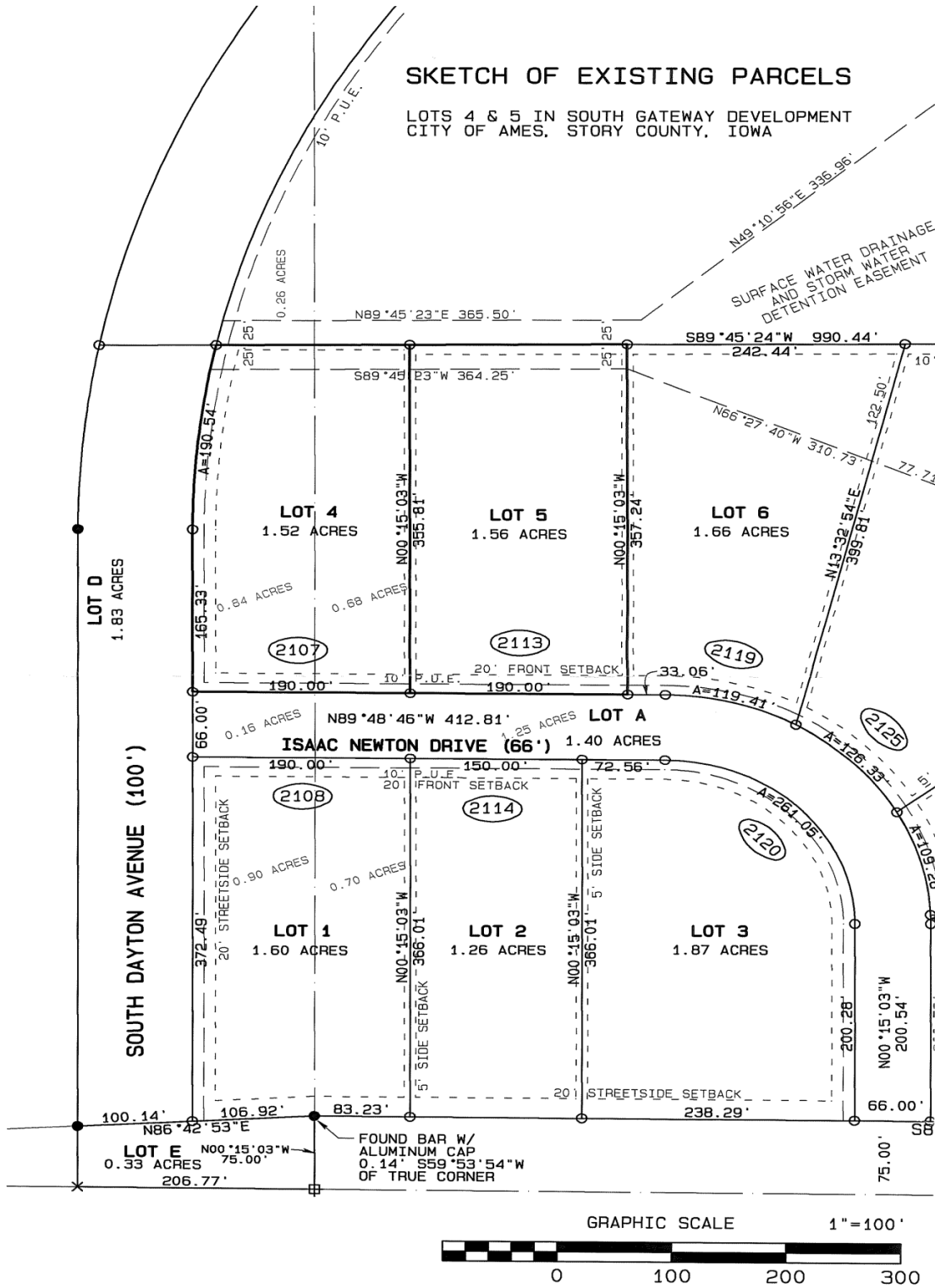
- Installed prior to creation and recordation of the official plat of survey and prior to issuance of zoning or building permits.
- Delayed, subject to an improvement guarantee as described in Section 23.409.
- Not Applicable. (no additional improvements required)

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.

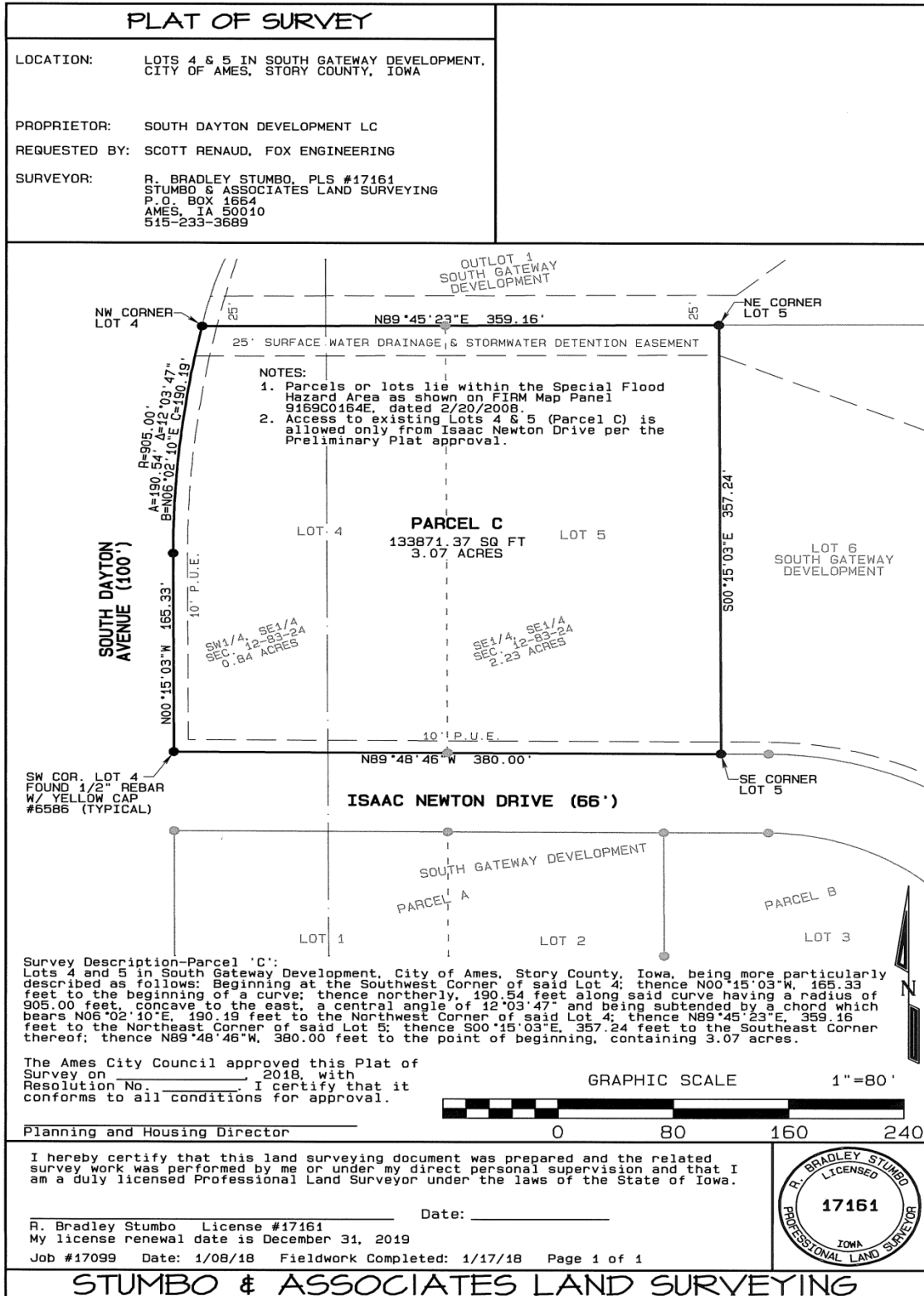
Attachment A- Existing Conditions

SKETCH OF EXISTING PARCELS

LOTS 4 & 5 IN SOUTH GATEWAY DEVELOPMENT
CITY OF AMES, STORY COUNTY, IOWA



Attachment B- Plat of Survey



ITEM# 33
DATE: 01-23-18

COUNCIL ACTION FORM

**SUBJECT: ENCROACHMENT PERMIT FOR 2408 CHAMBERLAIN STREET
(CLOCKTOWER PLACE)**

BACKGROUND:

The redevelopment project at 2408 Chamberlain Street, which is commonly known as Clocktower Place, is requesting a permanent encroachment onto City right-of-way to place a pedestrian platform (ramp) structure for access to multiple entrances along Chamberlain. The building is setback approximately three feet from the right-of-way line. **Staff was informed by the owner's design team that during construction there were design changes made in the field by the developer after permits were issued that redesigned the internal layout of the commercial tenants in the building.** The request for the pedestrian platform would serve all three entrances to the building, including the entrance that has been proposed to be moved further to the east from its current middle location.

The developer received a façade grant (April 2017) and site plan approval (June 2017) for 2408 Chamberlain Avenue. **In both approvals, this encroachment was not identified on the plans.** There are two doors in the approved plan, a residential entrance and one retail door located to the west of the residential entrance. **The developer made decisions in the field for changes that add an additional door to the east of the residential entrance. The developer also had to address Building Code and accessibility requirements that were not addressed in the original Minor Site Development Plan approval. This is a significant issue due to the slope of Chamberlain Street and the proposed Finished Floor Elevations, the entrances are not level with the sidewalk. The developer has proposed constructing a platform, approximately twenty feet long that would serve all three entrances.** (Attachment A applicant information for Encroachment)

To have an accessible entry for the proposed location to the east, a pedestrian platform or ramp of some kind would be needed. The applicant proposes that rather than accommodate the access internal to the property and modify the building design, the platform straddle the property line and encroach into the abutting sidewalk area. The encroachment would be approximately 18 inches and narrows the sidewalk to approximately six feet seven inches (6' 7") along the platform area and down to four feet seven inches (4' 7") at the location where the parking meter is located.

The City's public improvement standards rely upon conformance to SUDAS and standards within the *Municipal Code*. ***Municipal Code Section 23.403(14)(d) requires in commercial areas that walkways shall not be less than eight feet wide.*** Due to

this walkway width requirement, staff does not support the permanent encroachment that narrows the sidewalk width in this heavily traffic pedestrian area of Campustown. Council could consider a shorter length of encroachment, but the reduced sidewalk width would occur under any scenario. **If no encroachment is granted the applicant would have to reassess how they can comply with Building Code and accessibility standards within their own property lines. If an encroachment is approved staff does recommend that steps are included in the design at the east end of the platform in order to allow pedestrians an unobstructed path on the sidewalk. If approved, the proper amount of barricading must be erected to protect against pedestrians follow on the encroachment.**

ALTERNATIVES:

1. Deny the encroachment permit for 2408 Chamberlain Street, requiring the developer to modify the entrances to meet the Building Code on private property.
2. Approve a partial platform extension of approximately 10 feet to serve the west retail entrance and residential entrance encroachment permit for 2408 Chamberlain Street, subject to providing insurance, proper barricades to protect against pedestrians falling on the encroachment, and final plans for review and acceptance by Public Works. *A third entrance would not be permitted at the east end of the building with this alternative.*
3. Approve a full encroachment of approximately 20 feet, subject to providing insurance, proper barricades to protect against pedestrians falling on the encroachment, and final plans for Public Works review that include creating steps at the east end of the platform and relocating the eastern parking meter to minimize the narrow width of the sidewalk. *This is the Applicant's preferred alternative.*

MANAGER'S RECOMMENDED ACTION:

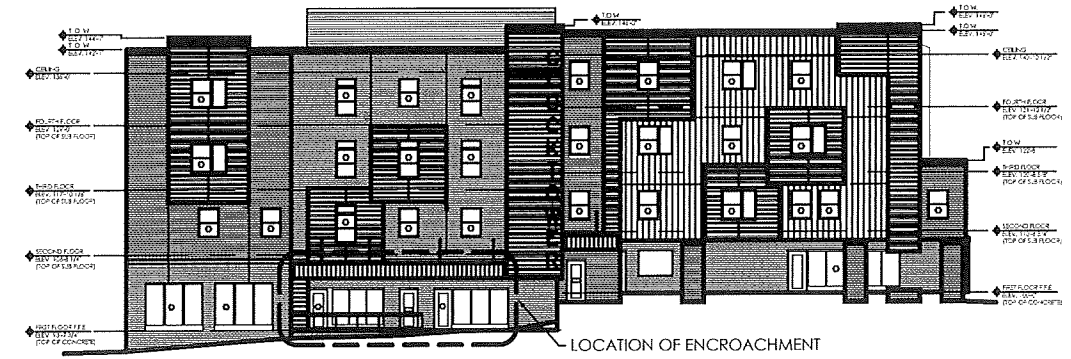
Sidewalk widths in Campustown should take priority in this situation as it is in the long-term interest of the whole business district and those users traveling through Campustown to maintain adequate walkways.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, and thereby deny the encroachment permit for 2408 Chamberlain Street as described above.



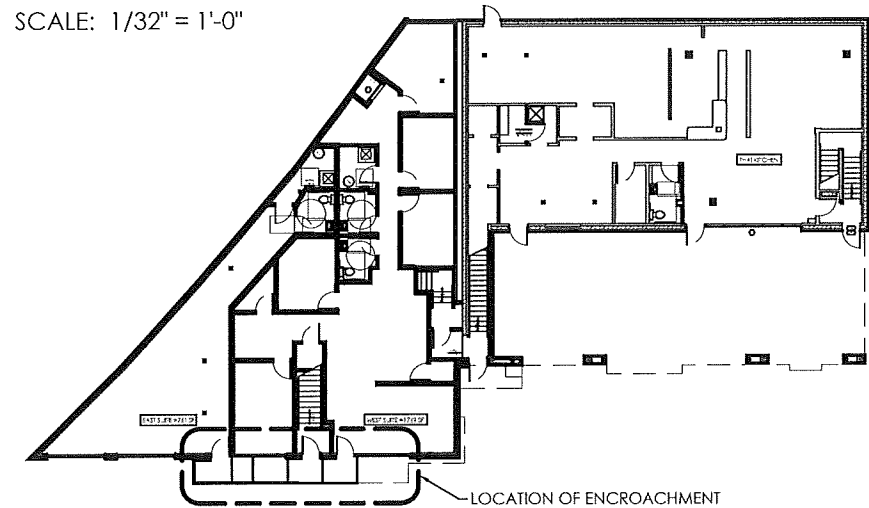
PARTIAL FRONT ELEVATION

SCALE: 1/8" = 1'-0"



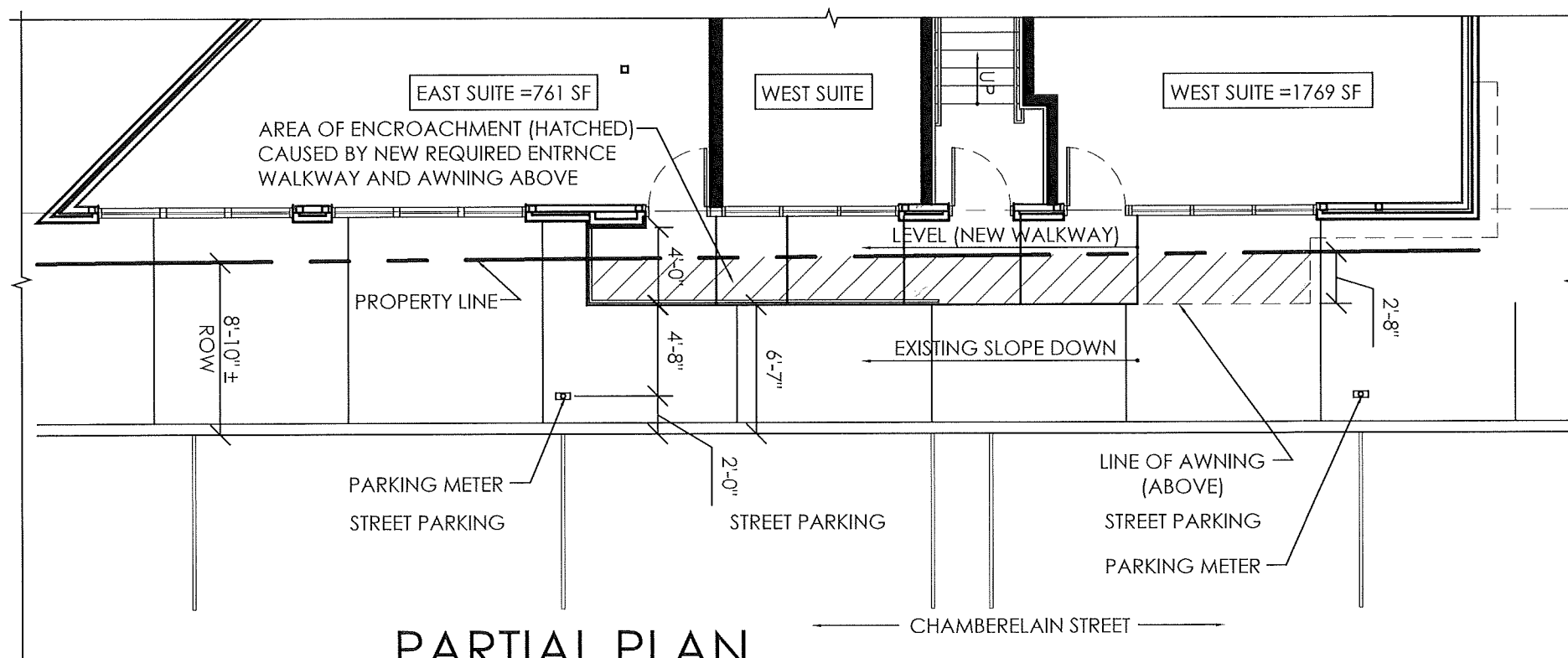
FRONT ELEVATION

SCALE: 1/32" = 1'-0"



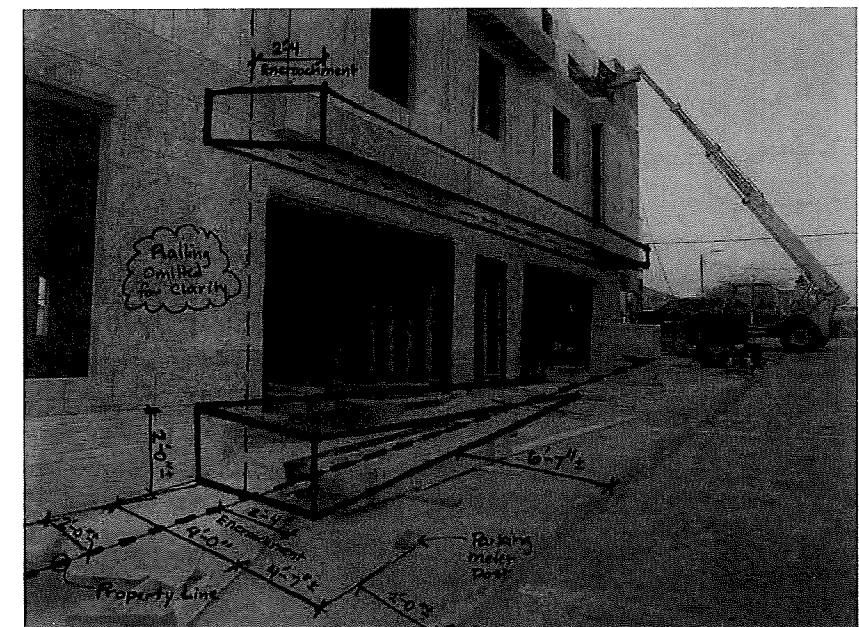
FIRST FLOOR PLAN

SCALE: 1/32" = 1'-0"



PARTIAL PLAN

SCALE: 1/8" = 1'-0"



SKETCH

SCALE: NOT TO SCALE



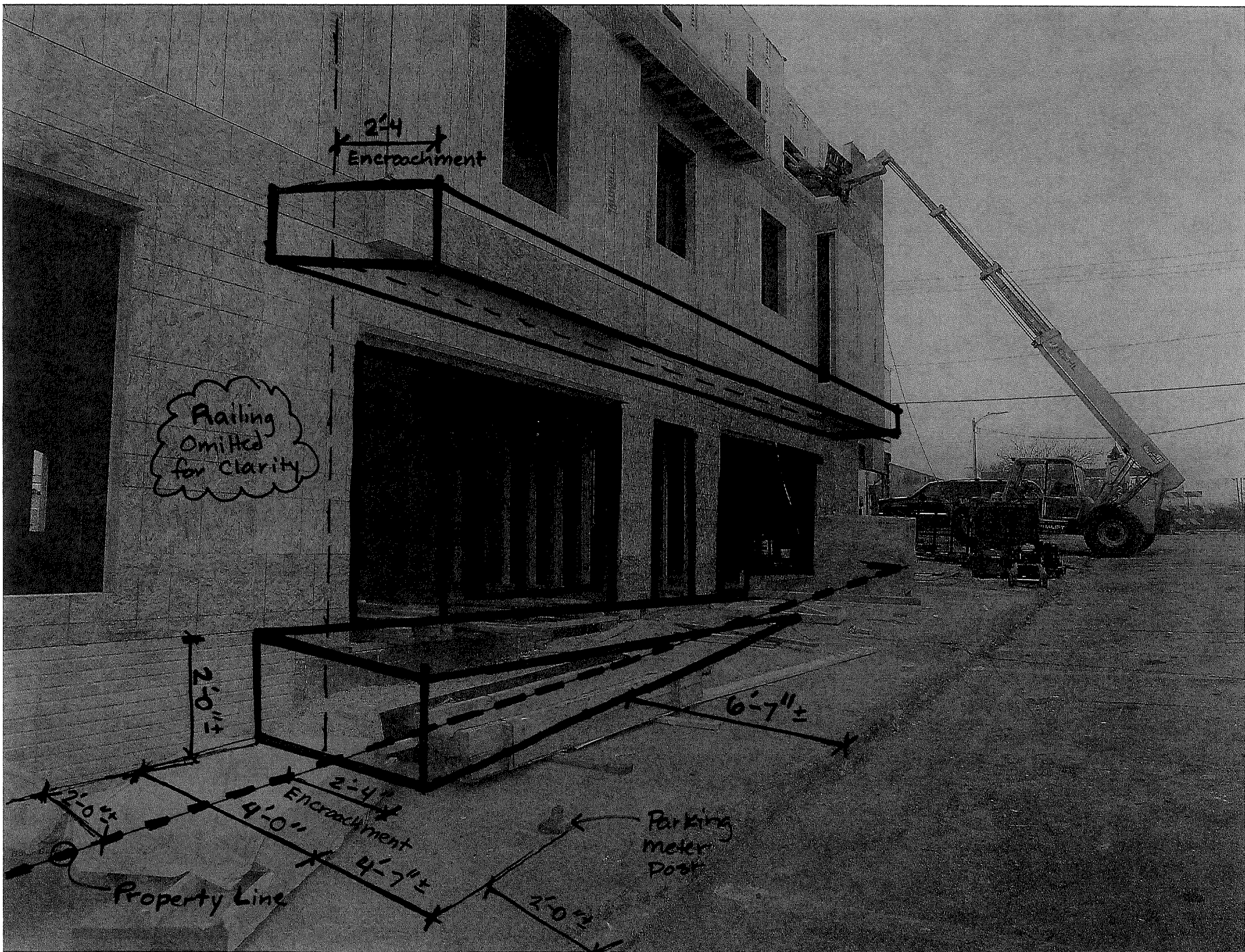


STUDIO X
HAIR

2404

STAR

JL



2'-4"
Encroachment

Railing
Omitted
for Clarity

2'-0" ±

6'-7" ±

2'-0" ±

2'-4"
Encroachment
4'-0"

4'-7" ±

Parking
meter
Post

2'-0" ±

Property Line

Item # 19
Date: 01-09-18

COUNCIL ACTION FORM

SUBJECT: APPEAL FOR REMOVAL OF TREES AT 427 LYNN AVENUE

BACKGROUND:

On November 30, staff received an e-mail from the owner of 427 Lynn Avenue regarding sidewalk concerns along Baker Street on their property. Staff visited the site and noticed there was also sidewalk concerns along Lynn Avenue and determined tree roots from two street trees, a hackberry and silver maple, were the cause of the heaving sidewalks. The photos below show the tree location and extent of the sidewalk issues:



Property at 427 Lynn Avenue – trees in question are circled



Hackberry tree on Lynn Avenue



Silver Maple on Baker Street

The first issue to resolve was to determine if the sidewalk areas affected by the two trees needed to be repaired or replaced. Staff used the City's Standards for Sidewalk Repair or Replacement (Attachment A) for guidance and determined the sidewalks should be replaced.

According to Municipal Code Chapter 22 Sec. 22.1, the abutting property owner shall maintain sidewalks, parkings, and all other property outside the lot and property lines and inside the curb lines upon the public streets except that the property owner shall not remove diseased trees or dead wood on the publicly owned property or right-of-way. A letter will be sent to the property owner in the spring of 2018 regarding the need to have the sidewalks repaired/replaced and explain it is the property owner's responsibility to do so.

The second issue to resolve was to inspect the trees and determine what course of action was needed. Staff inspected the trees and their findings are below:

Hackberry on Lynn Avenue

- Overall the tree appeared healthy.
- The tree is too large for the right-of-way space it is in.
- Several dead limbs were observed.
- The roots of the tree on the street side had already been pruned due to curb and gutter installation a few years ago.
- The edge of the tree has grown in to wires and needs to be pruned.
- In order to repair the sidewalk in its current location, the tree roots would need to be pruned. This is not a good option as this will likely result in decline and eventual death of the tree in the future.

Silver Maple on Baker Street

- The tree is too large for the right-of-way space it is in.
- The tree has two metal posts embedded in the trunk where the tree has grown around them (see picture below).
- There is damage to the base of the tree (see picture below).
- There is decay and “included bark” taking place in the crotch of the tree (see picture below) which could result in the tree splitting at some point.



Posts embedded



Damage at trunk base



Decay & included bark

Based on the information above, staff made the determination the trees need to be removed.

According to Municipal Code Chapter 27, Section 27.3.1, street trees which are dead or which for some other reason constitute a clear and present danger to the public safety may be removed at the direction to the City Manager or designee at any time without notice. Staff did not feel this section pertained to these trees.

Section 27.3.2 refers to removing trees which have been identified in an approved plan by City Council to manage a current or impending infestation or disease. These trees are not part of an approved plan.

Section 27.3.3 states, “To remove a street tree for any reason other than as stated above the City Manager shall cause a notice of intention to do so to be posted on the subject tree or trees. The notice shall remain posted for a period of not less than fifteen (15) days, during which period any local resident may file a written objection with the City Manager. If no objections are filed after fifteen days’ notice as aforesaid, the City Manager may cause or permit the tree to be removed. If objections are filed within the fifteen days of notice as aforesaid, they shall be referred to the City Council and a hearing held thereon at its next regular meeting and the Council may thereafter sustain the objection or authorize the tree removed as is deemed in the best interest of the public.”

This section does apply in this instance and staff posted the trees on December 15 giving notice the trees were going to be removed. After the posting, staff received a phone call from a neighborhood resident objecting to the removal and the process for appeal was explained to her. In addition, two letters (attachments B & C) objecting to the removal was received in the City Manager's office on December 22. Due to this appeal, nothing has been done to the trees pending direction from City Council.

ALTERNATIVES:

Listed below are possible alternatives with an explanation as to whether or not they are good options in this situation:

- 1) Prune the roots and replace the sidewalk in its current location

Staff feels this is not a good option for either tree based on the trees current condition and what has been done in the past.

- 2) Curve the sidewalk around the tree

This is not preferred as the roots could cause issues in the future, there may be potential ADA compliance issues, the sidewalk may not fit within the right-of-way, and a curve around a tree is not the standard for sidewalks.

- 3) Build up the sidewalk to go over the tree roots

This is not favored as it presents grading issues, concerns regarding compliance with ADA, creates water flow issues, and adds additional expense to the property owner.

- 4) Remove the sidewalk completely

This is not preferred as it creates a sidewalk gap in the neighborhood.

- 5) Remove the trees

This is preferred option for the aforementioned reasons and is why the trees were posted.

MANAGER'S RECOMMENDED ACTION:

Staff always prefers to retain trees if they are healthy and no actions are needed that might jeopardize the trees health in the future. It should be noted, the right tree in the right place is also something staff considers when assessing tree condition location.

This is a situation where the condition of the sidewalk warrants repair or replacement in order to comply with the Standards for Sidewalk Repair. It appears that the two right-of-way trees' roots at the corner of Baker and Lynn are causing the sidewalk issues. While the Hackberry appears to be healthy, in order to repair the sidewalk in its current location, the roots would need to be pruned which will result in the decline of this tree. The Silver Maple, on the other hand, is concerning due to the decay and "included bark" in the crotch of the tree. In the last six months, there have been two incidents where limbs have fallen off of trees and onto vehicles. Removing this tree would be a proactive action to prevent something potentially bad happening were the tree to split.

There is also the idea of the right tree in the right place concept. Since the right-of-way on this property is approximately six feet, both of these trees have outgrown the space they are in. Currently, there are approximately 180 trees in the area bordered by Storm, Stanton, Knapp, and Lynn and a majority of them are mature trees. Admittedly, removing these two trees will create a void of mature trees on this corner. However, new trees will be planted in their place to start bringing some age diversity in trees in the neighborhood.

Therefore, the recommendation of the City Manager that City Council approve Alternative #5 which is to authorize the removal of the two trees in question located adjacent to the corner lot at 427 Lynn Avenue.

ATTACHMENT A

Standards for Sidewalk Repair or Replacement

Compliance is determined by Public Works using the following criteria in accordance with the United States Access Board's Public Right-of-Way Accessibility Guidelines (PROWAG):

- Cracked slab or joint with $\frac{1}{2}$ " or more horizontal displacement.
- Change in vertical level greater than $\frac{1}{4}$ " without bevel or up to $\frac{1}{2}$ " with a 2:1 bevel



In addition, the following local standards for extent of damage are applied:

- Two or more cracks in one 4' x 4' panels that have a $\frac{1}{8}$ " or greater opening.



- Holes with one dimension greater than $\frac{1}{2}$ ".



- Spalling $\frac{1}{4}$ " in depth over at least 50% of the panel area.

- All repairs shall be performed in accordance with City of Ames standard specifications. The City of Ames follows Iowa Statewide Urban Design and Specifications (SUDAS) and all local supplemental specifications. Crack sealing is not an approved method of repair.

ATTACHMENT B

Martin Huber
430 Lynn Ave
Ames, IA. 50014
720-876-7498
mdhuber@gmail.com

City Managers office
City of Ames
515 Clark Ave.
Ames, IA 50010

Re: Written Objection to tree removals at 427 Lynn Ave

Dear City Manager,

I am writing to object to the proposed tree removals at 427 Lynn Ave. I am a homeowner across the street from this property.

Our street has already lost several large trees due to mechanical damage from the street repairs performed in 2014, in addition to removal of Ash trees due to Emerald Ash borer. The two trees at 427 that are posted for removal are large, healthy trees (Hackberry and Maple, I believe) which add character and value to the neighborhood. Not to mention, shade, fall color, and bird habitat. There are also Ash trees nearby that will likely require removal in the near future, which will leave this section of our block with nearly no mature trees.

Our street and neighborhood already suffers from the blight of student rental houses (427 is a student rental). These properties receive minimal maintenance or landscaping. Removing the large trees further adds to the blighted appearance of the neighborhood and hurts the property values of all the homeowners around them.

I understand that large trees can damage sidewalks over time, and that the property owner is likely upset that he will make less profit from his rentals by being required to repair the sidewalks. However, the sidewalks were not damaged overnight. They have been neglected for many years and the removal of the trees will not repair the sidewalks. The sidewalks can be repaired without removing the trees and will likely remain in fine shape for many more years, as the slow growth of these large trees will have minimal impact.

Many of my neighbors feel the same as I do and I hope that you will listen to our request to save these trees. Unlike the property owner of 427, We live in the neighborhood and look at these trees every day. Mature trees are rare in Ames neighborhoods and it is one of the reasons we decided to live in this particular area. The historic homes and large trees are unique and add character and history to Ames. With so much new development and huge apartment complexes sprawling everywhere, older neighborhoods (and trees) like this should be protected.

Sincerely,



Martin Huber

CITY MANAGER'S OFFICE

DEC 22 2017

CITY OF AMES, IOWA

ATTACHMENT C

December 17, 2017

City Manager, City of Ames

515 Clark Avenue

Ames, IA 50010

Dear City Manager,

I am writing to protest under City Code Chapter 27, section 27.3, the scheduled removal of a mature oak tree on the 400 block of Lynn Avenue and a mature tree at the corner of Lynn Avenue and Baker Street. Neither tree is ill or diseased or at risk of falling down or a threat to the public. I believe the reason behind the proposed removal of the trees is because the roots have pushed up the sidewalk. The sidewalks have been pushed up since we have moved to Ames in July of 2014, and I would expect have been in that condition at least 5 years before.

Removal of these trees is not in the best interest of the public. These trees should be saved and the sidewalk diverted to accommodate their root structure because the value of the trees far outweighs the inconvenience of diverting the sidewalk.

Campus town is a historic neighborhood. Part of Campus town's charm and allure for my family as home owners is the old trees that canopy the neighborhood. This is in contrast to track housing that is present in a number of newer neighborhoods in Ames. The aesthetic and property value of Campus town is important to maintain and preserve and respect. A mature tree takes decades to establish.

These trees provide shelter and habitat for wildlife. Campus town is home to birds, squirrels, and owls which rely on these mature trees. These trees provide shade, temperature control, pollution control, light pollution control and a sense of history and well being for the neighborhood, and for my family.

Sidewalks being diverted or accommodating environmental issues or even absent has precedence in Ames. The sidewalks on the east side of Stranger Road, north of Iowa State University, meander closer or further to the road. Several rain management diverts have been created along the south side of 20th Street between Strange Road and Grand Avenue which abuts the sidewalk, consisting of a three foot depressions. There are no sidewalks on Ashmore Drive to accommodate foot traffic at all.

Thank you for your attention to this matter.

Sincerely,

Lisa Prichard and Bernard J Canniffe
413 Lynn Avenue, Ames IA 50014
Cell: 443-570-3016

December 17, 2017

City Manager, City of Ames
515 Clark Avenue
Ames, IA 50010

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Sincerely,

Lisa Prichard and Bernard J Canniffe
413 Lynn Avenue, Ames IA 50014
Cell: 443-570-3016

January 11, 2018

Keith Abraham
Director of Parks and Recreation
City of Ames
515 Clark Ave.
Ames, IA 50010

Dear Mr. Abraham,

My name is Larry Hamling and I am the owner of the property at 427 Lynn Avenue in Ames, Iowa. The purpose of this letter is to clarify my position on trees that are in the right-of-way space and sidewalk alternatives related to those trees.

We contacted the Parks and Recreation Department to look at the tree that is on the Baker Street side of the property. The reason for the request was because we are concerned about the sidewalks. The sidewalks need to be replaced because they have been broken and heaved by the tree roots. To replace the sidewalks, the tree roots will likely need to be trimmed. In addition, I feel the proximity of the trees to the sidewalk will cause the replacement of the sidewalks more often than would be normal. While at the property, the City representative(s) noted that the tree on Lynn Avenue also needed to be evaluated.

I want to add clarity to my conversation with Lisa Prichard since there seemed to be confusion at the January 9th city council meeting. I did talk with Lisa and I understand why she doesn't want to see the tree on Lynn Avenue taken down. I told her that I would consider reasonable alternatives. However, that was before you explained to me that an easement may need to be obtained and that approximately six feet of the property would be needed to keep the sidewalk away from the tree.

I am not in favor of routing the sidewalk around the trees for several reasons. First, I am not interested in providing the easement for a number of reasons that I don't feel need to be discussed here. Secondly, I don't want to give up property to reroute the sidewalk. And lastly, I think once these trees die or need to be removed, the sidewalk will have an awkward curve or it will need to be removed and replaced. Although, I do realize that it is difficult to predict how long the trees will survive.

Your presentation at the January 9th city council meeting taught me a lot about the issues with these trees (I watched the archived video). I am not in favor of keeping the trees because these trees are likely a safety issue for the public and nearby residents. Having said that, if there is a solution that will not result in unreasonable maintenance of the sidewalks and I can be guaranteed of that, and the City of Ames believes they are safe, I remain open to listening to alternative solutions.

Sincerely,



Larry Hamling

Larry Hamling

From: "Iles, Jeffery K [HORT]" <iles@iastate.edu>
To: Keith A Abraham <KAbraham@city.ames.ia.us>

Date: Friday, January 19, 2018 02:23PM
Subject: Trees at 427 Lynn

Good Afternoon Keith:

As you know, I have visited 427 Lynn on two separate occasions to assess the health of two trees in the city right of way associated with that property; a hackberry on Lynn and a silver maple on Baker. Both trees have caused infrastructure damage (sidewalk upheaval), and for that reason alone, are candidates for removal. But the decision to remove both trees is made even more compelling after considering their location, health, structural integrity, and potential for failure. Because these trees are much too large for the space they've been given, have structural flaws that could result in limb failure, and in the case of the hackberry, is already beginning to decline, I recommend their removal. These kinds of recommendations are not easily made, especially for trees that have brought functional and aesthetic benefit to our urban tree canopy, but as responsible stewards of this important "green" resource, we must give equal consideration to potential risks. The time for responsible tree management, including the removal of additional trees that pose unacceptable risks, along with the planting of new trees, has never been more important for our city.

Jeff Iles, Professor & Chair
Department of Horticulture
Iowa State University
Ames, IA 50011
iles@iastate.edu

Staff Report

321 STATE AVENUE NEXT STEPS

January 23, 2018

BACKGROUND:

City Council is being asked to provide direction on how to proceed with the development of an affordable housing project (80% or less of Ames Median Income Limits) on the 321 State Avenue site. The Council recently ended negotiations with J-CORP in regards to their proposal responding to the City's RFP from the spring of 2017. During the review of the proposal a number of issues were raised concerning the total cost of the project, timing of meeting federal expenditure requirements, level of subsidy per unit, types of housing, and marketability of ownership units to qualified households.

In order for the staff to proceed with development of affordable housing for 321 State Avenue, it is desired that the City Council provide direction regarding the following two issues.

ISSUE #1 INFRASTRUCTURE CONSTRUCTION:**Option A – The City constructs the infrastructure and plats five lots**

The City has \$650,000 of CDBG funds along with \$250,000 of unspent GO Bond funds designated for infrastructure construction that can be committed to the 321 State Avenue site. The City could choose to proceed with designing the backbone infrastructure needed to develop the overall site by constructing the Tripp Street extension through the site along with select water and sewer utilities needed to support future development.

Under this option, the construction would not include extension of all infrastructure described in the J-Corp proposal since a specific subdivision or use of the site is not identified at this time. Staff estimates that design specifications could be prepared quickly for a first phase of infrastructure construction and put out to bid this spring for construction in the summer and fall of 2018. In addition to the Tripp Street extension, staff proposes that five lots be platted along Wilmoth Avenue north of Tripp Street to create a first phase of building lots for affordable housing (Attachment A).

This approach would allow the City to spend its CDBG funds in a timely manner to facilitate home construction on the site. This approach does not foreclose any other options for use of the site except where five home lots are created along Wilmoth. Once the first phase of infrastructure started, the City could choose to undertake additional

subdivision platting and infrastructure construction, or to seek a developer partner for the remaining land area.

This strategy may have additional total cost to the City upon full buildout than was originally contemplated in 2017, but it does allow for the City to move forward on initiating construction towards its goal of developing housing for the site in 2018. Staff would also need to identify a strategy for construction and sale of the affordable homes once the infrastructure is complete as the CDBG funds cannot directly support construction of buildings. **The key point under this option is to move forward with infrastructure construction as City Council considers its affordable housing options for the area.**

Option B - The City Reissues A RFP To Developers For Modified Project

Staff could prepare a RFP for a partner developer under the same model as 2017 where the developer would assist in overall development costs and be responsible for house construction. This approach would allow for someone to make a proposal for either one phase of development or development of the whole site. This would differentiate the process from last year's approach that was intended to identify a partner for development of the entire site.

If City Council selects this option, staff will need to prepare a draft RFP for City Council review that would outline the City's financial participation and development interests for the site. The viability of this option, compared to the JCORP proposal, will depend largely on the City's assumption of development costs up front to defray developer costs and reduce their risk in the timing of sale of the affordable homes. For example, changes could be made to the previous RFP to include up to \$900,000 of financial assistance compared to \$550,000, a minimum of 51% of the homes as affordable compared to 60%, and a requirement that the City construct most of the public improvements in advance of the developer's construction of affordable homes.

Compared to Option A, this approach would take additional time to solicit proposals and to enter into an agreement before construction could proceed on the property. This option would provide the security of having a developer partner and a complete plan or first phase of a plan before starting work on the site. However, based on our recent experience, there could be a challenge in finding a partner.

ISSUE #2 - HOUSING OPTIONS:

The City Council first considered development options and uses for the site in January 2017 to help shape the original RFP. At that time, City Council directed staff to prepare an RFP with options for either ownership or rental of the affordable homes or for

ownership of market rate homes. In addition, the RFP included limits on building types to either single-family detached or single-family attached housing. **City Council must consider at this point which of the following options on housing types to pursue after a decision has been made regarding Issue 1.**

Option A - Single Family Attached and Detached Homes

The previous RFP limited development on the site to only single-family homes, either attached or detached. As City Council determines how to proceed with the project, it can continue require all homes developed on the site to be either single-family detached or attached. As part of the Neighborhood Revitalization Strategy Area (NRSA), a minimum of 51% of the housing developed on this site must be affordable to low and moderate income households.

Option B - Single-Family and Multi-Family Rental Development

Staff has previously described options of considering multi-family housing with small apartment buildings as a way to potentially leverage outside resources for development of the site. Adding multi-family rental housing to the options likely changes both the financial structure of a development deal and addresses a lower household income need for rental housing. This option may be financially viable with a development partner that would use Low Income Housing Tax Credits (LIHTC) and a return from the market rate lot sales to assist in lowering development costs of the single-family homes.

Staff previously identified two different options of considering small apartment uses for part of 321 State Avenue or potentially relocating Franklin Park to 321 State Avenue site along with single-family home development on the remainder of the site. If Franklin Park were to be relocated, then affordable housing configured as apartments could be permitted at the former Franklin Park site to meet the affordable housing obligations for developments in this NRSA. Attachment B is a conceptual layout of a mix of uses and relocated 3-acre park to 321 State Avenue. Staff believes an allowance for a minimum of 40 apartments would be needed to attract LIHTC interest.

This option is distinct from the others in that it attempts to rearrange the two City controlled resources in the area to meet multiple interests for development of affordable housing and managing costs. In this option, staff would investigate alternatives for adding apartment uses to the project mix. Incorporating multi-family housing at 321 State Avenue may be a lower cost option than relocating the park, but the Franklin site may be a better contextual fit for multi-family rental. This would require consideration of options with or without Franklin Park and feedback from the neighbors regarding these options.

Once staff completed outreach, staff would provide an overview to City Council and seek direction on a preferred option and to proceed with a RFP to find a partner affordable housing apartment developer. The timing for this option is critical when trying to

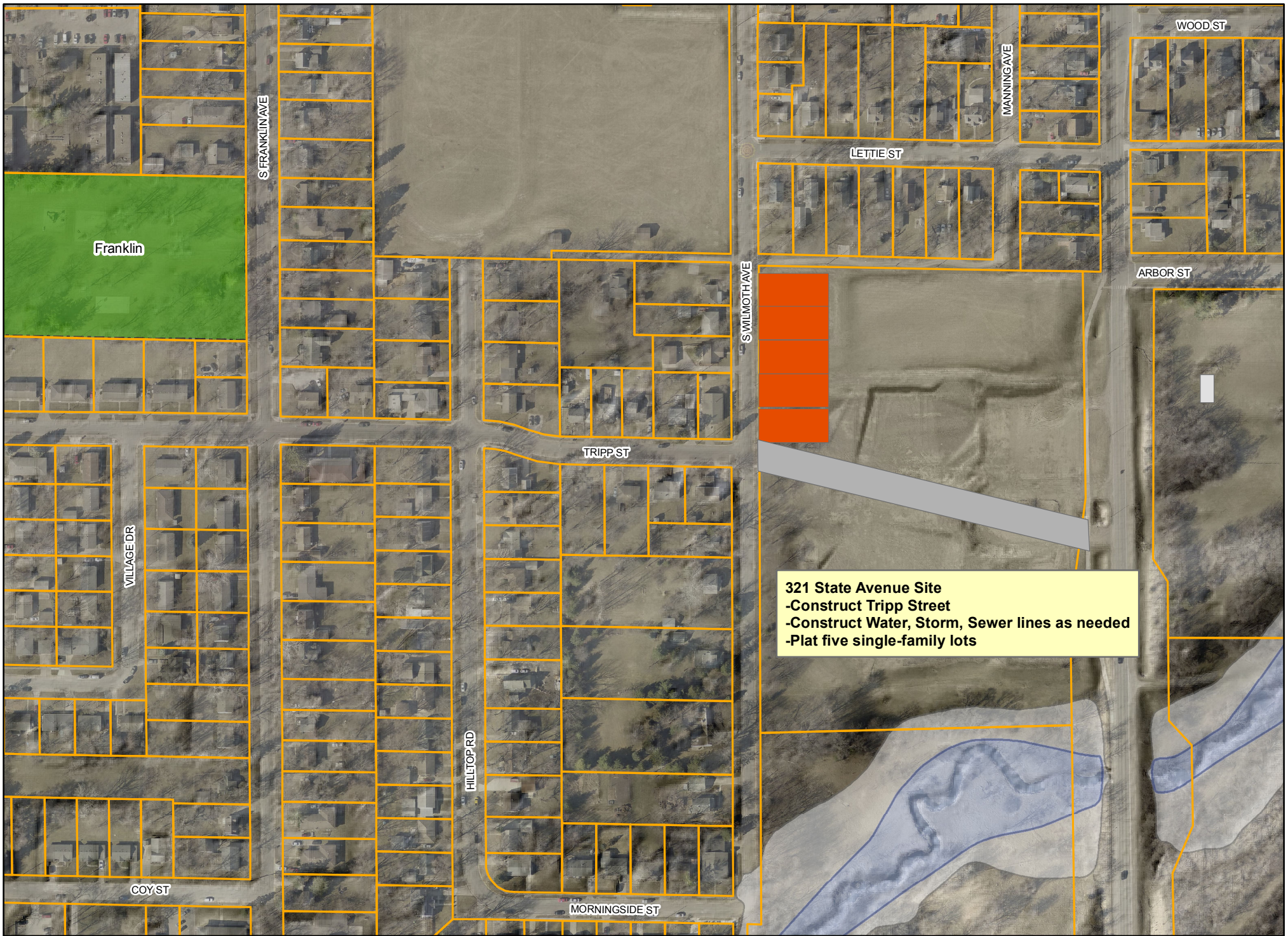
coordinate with the upcoming LIHTC timelines. Ideally, the City would need to make a decision on issuing the RFP by May and seek proposals in June to allow for the selected developer to apply for the LIHTC funding by December of 2018.

While Staff believes the City could have a very competitive application for LIHTC funding, it is a competitive program and a decision on the award for the project would not be until the spring of 2019. If the City Council wants to consider this Option for multi-family proposals, City staff would need to start infrastructure construction (Issue #1 Option A) prior to a final decision by the Iowa Finance Authority to ensure we meet our CDBG timeliness test requirements.

STAFF COMMENTS:

The imperative for staff to proceed with an infrastructure choice at this time is ensuring that construction can begin this summer and that we can make progress on meeting our CDBG 2019 timeliness test requirements. Based upon the projected CDBG carryover balance from this year and a new annual allocation for FY18-19, we can only meet our timeliness test requirements by spending the designated infrastructure program funds in the summer of 2018. **This requires an early decision on how to proceed with the infrastructure to ensure we start construction this year.** Staff recommends that proceeding with a City project for constructing the first phase of infrastructure (Attachment A) is the most certain way to move forward meeting the CDBG requirements as this time.

Staff believes that allowing for a mix of multi-family and single-family homes on the 321 State Avenue site or in combination with relocating Franklin Park is desirable to meet our Consolidated Plan's housing goals for producing affordable housing. City Council can choose to provide direction on housing types at this time or direct staff to provide more information.



Franklin

S FRANKLIN AVE

VILLAGE DR

COYST

HILLTOP RD

TRIPP ST

MORNINGSIDE ST

S WILMOTH AVE

LETTIE ST

MANNING AVE

WOOD ST

ARBOR ST

321 State Avenue Site
-Construct Tripp Street
-Construct Water, Storm, Sewer lines as needed
-Plat five single-family lots



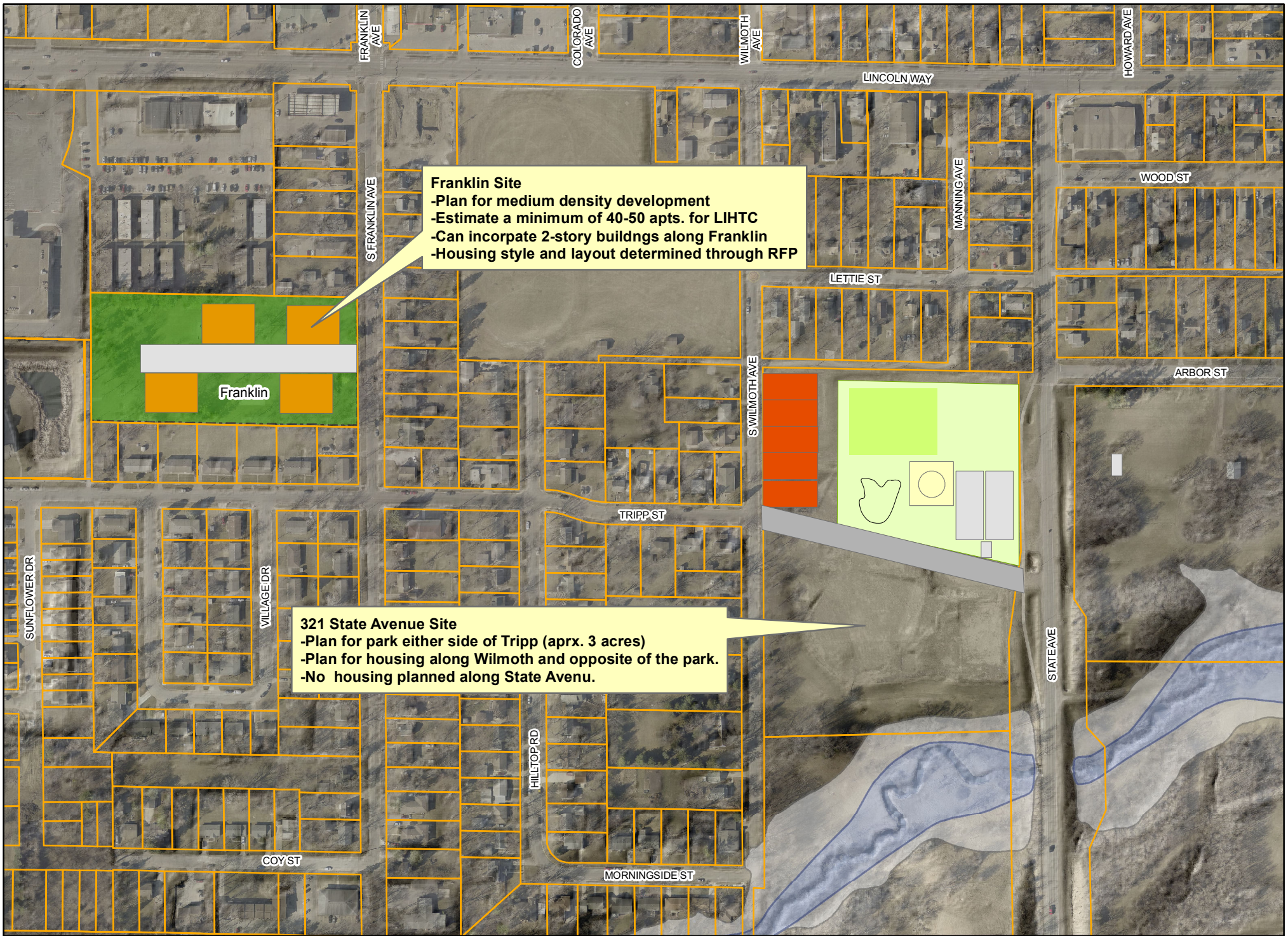
© City of Ames, Iowa makes no warranties, expressed or implied, including without limitation, any accuracy of measurements or distances for particular purposes. It is recommended that the City of Ames be liable for any consequential or incidental damages caused by the use of this map.

Date: 1/19/2018

1 inch = 219 feet



City Project Option A



Franklin Site
 -Plan for medium density development
 -Estimate a minimum of 40-50 apts. for LIHTC
 -Can incorporate 2-story buildings along Franklin
 -Housing style and layout determined through RFP

321 State Avenue Site
 -Plan for park either side of Tripp (aprx. 3 acres)
 -Plan for housing along Wilmoth and opposite of the park.
 -No housing planned along State Avenue.

Relocate Franklin Park Concept



COUNCIL ACTION FORM

SUBJECT: AMENDMENT TO CHAPTER 2 OF THE LAND USE POLICY PLAN FOR REFERENCES TO THE LINCOLN WAY CORRIDOR PLAN

BACKGROUND:

City Council reviewed the final draft of the Lincoln Way Corridor Plan at its September 22, 2017 meeting. No changes to the Plan were directed by the City Council at the September 22nd meeting and the plan has since been. City Council provided direction on referencing the Corridor Plan within the Land Use Policy Plan and on implementing priorities for zoning and development review for the Downtown Gateway Focus Area and for a Streetscape Enhancement Plan for the entire corridor.

The City Council previously directed use of the Lincoln Way Corridor Plan as an advisory plan rather than a comprehensive update of the Land Use Policy Plan (LUPP). **To meet the interest of including the vision of the Plan and to help prioritize its implementation policies, staff proposes an amendment to Chapter 2 of the LUPP to add a section describing the Lincoln Way Corridor Plan (Attachment A- LUPP Text).** Similar sub-area plans to the Lincoln Way Corridor Plan are included within Chapter 2 of the LUPP. Therefore, including the Corridor Plan would be consistent with this practice of the City. Parts of the Corridor Plan overlap other sub-areas identified with the LUPP, such as the University Impact Area and the Downtown Expansion Area. No changes to the Future Land Use Designation Map are proposed the text amendment to Chapter 2. The full text of Land Use Policy Plan and Chapter 2 can be found on the Planning Division [website at this link](#).

The new LUPP language identifies that the Corridor Plan is advisory to future Land Use Policy Plan and zoning decisions. The proposed text includes language specifying changes that are consistent with the Corridor Plan should be categorized as Minor LUPP Amendments. Staff believes this is an important element of the LUPP Amendment to recognize the extensive amount of time that went into preparing the Corridor Plan and for supporting the vision of the Corridor Plan. Minor Amendments require a noticed public hearing and review by the Planning and Zoning Commission before review by the City Council. A Major Amendment requires public outreach and workshops to scope options and amendments prior to the public hearing process. Without an affirmative statement supporting Minor Amendments, many of the options for change along the corridor could be classified as Major Amendments and require additional outreach and workshops prior to public hearings on the proposed amendments.

The proposed text also includes the objectives of the Corridor Plan for Lincoln Way and the surrounding neighborhoods. The stated objectives and references to the Corridor Plan are intended to provide a policy basis for future implementation measures,

such as future rezoning actions or improvement requirements along the Corridor. **To narrow the scope of the Corridor Plan for implementation the LUPP Amendment text also describes priorities for establishing new zoning for Focus Area 1 (Downtown Gateway) and to work on overall corridor beautification and aesthetic enhancements with a follow up streetscape and gateway plan.** These two priorities are consistent with the City Council's direction from September 22nd for implementation of the Corridor Plan.

The Downtown Gateway Focus Area description includes language for development preferences. The intent of this area is to support commercial redevelopment and allow for mixed use. The most intense redevelopment is intended for the area between Lincoln Way and the railroad tracks. Property aggregation will likely be needed in this area to fully realize the redevelopment options of the Corridor Plan. **This area is intended to act as an extension of commercial uses and potentially mixed use development in relation to Downtown.** Reduced parking and shared parking opportunities may be a preference north of Lincoln Way as well. The Focus Area description will help guide zoning decisions for the area.

The Planning and Zoning Commission reviewed the proposed LUPP text amendment On October 18, 2017 and held a public hearing for its review on November 15, 2017. The Commission voted 6-0 in support of the proposed amendment.

ALTERNATIVES:

1. Adopt a resolution to amend Chapter 2 of the LUPP consistent with Attachment 1.
2. Defer action and request additional information from staff.

CITY MANAGER'S RECOMMENDATION:

The proposed amendment facilitates implementation of the Lincoln Way Corridor Plan by establishing policy supporting the objectives and vision of the Corridor Plan. Furthermore, it includes clear priorities for the Downtown Gateway Focus area and for overall enhancement to the corridor. The Downtown Gateway Focus Area includes preferences for uses and development that are commercially focused and complementary to Downtown.

Staff will follow up the LUPP amendment with Zoning Text Amendments and a rezoning process for Corridor Commercial to implement the intent of the Corridor Plan. The proposed LUPP Amendment will provide a basis for evaluating zoning amendments and future development and improvement goals for the Focus Area and corridor overall.

Therefore, it is the recommendation of the City Manager that the City Council act in accordance with Alternative #1 to approved the proposed LUPP Text Amendment.

ADDENDUM

Background Regarding Corridor Plan

The Lincoln Way Corridor Plan objectives are to create identity along Lincoln Way as a place and not just a thoroughfare, to support enhancements for multi-modal transportation, and to identify opportunities to revitalize properties with land uses that are contextual and support Corridor identity and placemaking. Preparation of the Corridor Plan was an 18 month process of examining background conditions, soliciting public input, and creating contextual options for change within the Plan. To meet the objectives and address the overall scale of Lincoln Way, the consultants have prepared a final plan that looks at the corridor in two ways – as the entire corridor through the Framework Plan, and as more detailed Focus Areas.

The Lincoln Way Corridor Plan Framework Plan section identifies the overall principles for the corridor by looking at the various “districts” within the corridor for land use, mobility and community character enhancements. The Plan identifies six districts for the overall corridor (Attachment A). The Framework Plan looks at development potential through redevelopment areas, bike, pedestrian, and vehicular improvements, and opportunity for streetscape improvements to increase the overall aesthetics and character of the corridor. The Framework Plan is intended to guide overall strategies that improve the corridor and connect it together.

The Focus Areas address five different local areas along the corridor. The Focus Areas allow for more in-depth review of contextual redevelopment options, rather than broad and general interests in redevelopment and intensification along the corridor. The Focus Area concepts also could be applied to other areas along the Corridor that are of a similar nature. The five Focus Areas identified in the plan area as follows:

1. Downtown Gateway (Clark Avenue to Duff Avenue)
2. Lincoln Way and Grand Avenue (Oak Avenue to Grand Avenue)
3. Oak to Riverside Neighborhood
4. Campustown Transition (Sheldon Avenue to Campus Drive)
5. Westside Mixed Use (West Hy-Vee Area, Beedle Drive to Colorado Avenue)

Attachment A

PROPOSED TEXT AMENDMENT TO URBAN CORE SECTION OF CHAPTER 2 OF THE LAND USE POLICY PLAN

LINCOLN WAY CORRIDOR PLAN

Lincoln Way is the primary arterial street that interconnects the community from east to west. Lincoln Way is more than a street that provides vehicle, pedestrian, transit, and bicycle circulation as it is also a place that is part of many different neighborhoods and destinations within the City. The Corridor is home to industrial and highway commercial businesses as well as to single-family homes, multi-family residential, Campustown, and the south edge of the Iowa State University Campus. The City of Ames aspires to enhancing Lincoln Way to recognize it as a place and desirable area within the City that is contextual to its surroundings. The City of Ames objectives for enhancing the Corridor include:

1. Improving mobility options for bicyclists and pedestrians while maintaining adequate vehicle service levels.
2. Supporting select areas of redevelopment to provide for economic development and new infill housing opportunities that are compatible with the surroundings.
3. Maintaining Lincoln Way commercial areas to meet the needs of the community.
4. Enhancing overall aesthetics and continuity of the Corridor with improved streetscapes and gateways.

Enhancing the Corridor includes an overall framework with context specific implementation measures. The 2017 Lincoln Way Corridor Plan describes the planning context and goals for the Corridor in greater detail. The plan includes concepts for changes in zoning, building types, transportation, and streetscape enhancements. The plan relies upon Focus Areas to illustrate potential changes that meet the objectives for the Corridor.

Due to the breadth of the plan and its long term vision for evolution of the Corridor, the plan is intended to be implemented in phases. The first two priorities are for redevelopment in the Downtown Gateway Focus area and aesthetic enhancements along the Corridor. By reference, the plan is to be relied upon as advisory to land use and zoning decisions as a visioning document for the future of the Corridor. Individual amendments to zoning, and, in some areas, Land Use Policy Plan Amendments, are needed to fulfill the objectives of the Plan.

Proposals for zoning amendments or LUPP changes for other areas require authorization or initiation by the City Council. Due to the extensive outreach and details of the Corridor Plan, requests for change that are consistent with Corridor Plan's objectives and Focus Areas may be authorized by the City Council as Minor Amendments. The City Council may also choose to consider concurrent zoning amendments when needed to realize specialty uses or redevelopment options described within the Corridor Plan for individual Focus Area. Concurrent review should only be considered for projects that commit to specific projects and detailed review of plans to ensure compatibility with the surroundings and consistency with the Plan.

DOWNTOWN GATEWAY FOCUS AREA

The City has established the Downtown Gateway Focus Area, located generally from Clark Avenue to Duff Avenue and south of the railroad tracks, as its first development area priority. This Focus Area is within the Downtown Expansion Area Option of the Land Use Policy Plan. The Downtown Gateway is intended to foster redevelopment with a commercial focus that may also include residential development. The area as it is currently developed is a place of community commercial uses formatted in typical highway commercial setting, meaning automobile oriented formats, and providing for retail, office, and restaurant uses.

As redevelopment occurs in the area it is important to maintain a strong commercial base that meets community needs for retail and service use. Redevelopment of the area does not require mixed use residential development, but residential uses can be accommodated when the commercial use goals of the City are met for the area. The goals of redevelopment in this area are not focused on creating student housing options that are already accommodated with the Campustown Service Center area of the Corridor.

The overall character of the area is for development that is complimentary to the use and character of Downtown. Incorporating complimentary uses is a priority for the City and includes accommodating a boutique hotel, entertainment and active retail uses, incorporating outdoor space for events and commercial uses, and maintaining an office and employment presence in the Corridor. Kellogg Avenue is the focal points of the Focus Area and connects to the four-corner heart of Downtown at Main Street. Development along Kellogg must maintain individual building identity and storefront patterns similar to traditional downtown retailing. This type of development pattern can occur through redevelopment of small sites or as part of a larger redevelopment project. In other areas outside of Kellogg Avenue, the Plan encourages aggregation of property in support of a variety of development formats that accommodates the intended commercial uses and for the area.

Facilitating intense redevelopment also allows for collective parking and reduced parking requirements in recognition of the rich transportation options in the area and public parking that exists to the north of the area. Due to potentially large redevelopment sites, design and architectural features are needed that provided variations in appearance of mass and height. Differentiation of façade planes and use of high quality glazing, brick, and metal siding systems is highly desirable to create an attractive and interesting area. Maintaining or creating secondary means of access into the blocks is a priority for the area to ensure that curb cuts onto Lincoln Way are reduced and minimized from existing conditions. Automotive service oriented uses are discouraged from locating in the area. Aggregating property for larger sites may require developers to relocate electric and water utility improvements and potentially have the City vacate certain minor rights-of-way if not needed to serve properties. Widening sidewalks and improving the streetscape along Lincoln Way are a priority with redevelopment.

Staff Report

TENNIS FACILITY

January 23, 2017

Chuck Winkleblack, representing Ames Tennis Friends LLC, has requested the City Council review the circumstances related to siting of an indoor tennis facility within the Iowa State Research Park along Collaboration Way. The letter, Attachment A, was referred by the City Council on December 12th for staff to review the proposed concept and for City Council to discuss as an item on future agenda.

The proposed location is within a unique Research Park Innovation District (RI) zoning district that allows for industrial uses and limited commercial uses to meet employment needs in the Research Park within the Hub Activity Area. Additionally, the area is within an Urban Renewal Area with Tax Increment Financing (TIF) for the construction of the public infrastructure in support the expansion of the ISU Research Park. The City Council approved the Urban Renewal Area in November 2014. The rezoning of the area was approved in September 2015 with approximately 83 acres as employment/industrial land and 26 acres as “Hub Activity Area” for either employment/industrial uses or commercial uses serving the needs of employees of ISU Research Park companies.

Representatives of the Ames Tennis Friends LLC attended a staff Development Review Committee (DRC) meeting on December 15th to review a concept for use of approximately 2.0 to 2.5 acres of land for indoor and outdoor tennis courts within the Hub Activity Area of the RI zoning district. The site would be set back some distance from Collaboration Way with a landscape buffer. Staff reviewed the concept and provided preliminary comments on the proposed plan for conformity to zoning, utility, stormwater, and fire codes. If found to conform to the zoning standards, approval of the project would require a Plat of Survey to adjust property lines to incorporate the use with the Ames Fitness Club property and a Minor Site Development Plan approval and building permits.

Planning staff highlighted concerns at the DRC meeting with zoning conformance for the proposed tennis facility. **The primary set of issues relate to conformance to zoning standards for the Hub Activity Area. The RI zoning district (Section 29.903) includes a minimum two-story building height requirement and design guidelines for architecture. The proposed indoor facility would not meet the two-story height requirement in that there is no second floor area within the tennis building and that the design of the building with the use of fabric/synthetic “bubble” covering**

would not meet architectural guidelines for architectural interest, high levels of glazing, or building massing. Additionally, staff did not find the proposed use was consistent with the intended commercial uses for the Hub Activity Area and its potential displacement of development area that was desirable for more intense uses. Staff does not believe such a recreational amenity is directly related to meeting the needs of the Research Park, but is more of a general community-wide attraction.

STAFF COMMENTS:

Staff doesn't believe the proposed use materially improves the attractiveness of the Research Park for locating new companies and does potentially has drawbacks on reaching our goals for intensification and expansion of industrial uses within the Research Park. Although the Hub Area does allow for certain service, retail, and recreational uses to support the overall Research Park, the proposed facility does not appear to be consistent with the commercial intent for the area or efficient use of land. Staff also does not believe that the potential displacement of two or more acres of developable area for a recreational amenity is consistent with our TIF infrastructure investment goals as well.

If the City Council is in agreement with Staff's current assessment of the policies for development in RI and its zoning standards, then no action is needed in regards to the referral request. The Ames Tennis Friends LLC would then need to identify an alternative location for their use in a commercial zoning district rather than an industrial area.

In the event the City Council believes the tennis facility is an accessory use consistent with the recreational trade uses intended for the Hub Activity Area and has an interest in allowing for the proposed facility to proceed, then Council may want to consider options for alternative locations and zoning standards in relation to the request.

Option #1- Location

Staff has a concern about the usability of the lot along Collaboration Way with the construction of a tennis facility prior to development of a site plan for other permitted uses. The tennis facility could be tucked behind other principal buildings without significantly impacting development areas, but without first knowing the layout and design of desired principal uses along Collaboration Way staff believes constructing the tennis facility could detract from reaching the primary goals for development in the Hub Area.

If City Council is interested in facilitating the facility in conjunction with Ames Fitness Club as an accessory use, it may be more appropriate to consider alternative locations that are further away from Collaboration Way. This would likely mean considering areas to south of the existing Ames Fitness Club. South of the Club is another industrial lot that is situated in a less sensitive location than Collaboration Way and could potentially be a more suitable location.

As with the Collaboration Way location, the Research Park would need to consider the impact on the ability to develop the land to the south before proceeding with a boundary line adjustment to modify property lines for adding a tennis facility.

Option #2- Modify Design Standards

The current zoning standards apply to all buildings within the RI zoning district. Staff believes the current standards are appropriate for the desired principal uses within the Hub Activity Area and for the Research Park overall and do not need to be changed in general. If the indoor tennis use was to be allowed as accessory it could be held to conform to the requirements of the zoning with no changes to the standards, but this would be a substantially different design than intended by the Ames Tennis Friends LLC. Some or all of the design standards for number of stories and architectural features would need to be modified to allow for the proposed indoor facility with a bubble enclosure.

The most suitable option for a change would be to create an exception for ancillary buildings related to a principal use. Such an exception would likely apply to other accessory types of structures that do not include a principal use, such as storage buildings or garage buildings. This approach would still require that a principal building exist on the site and that the principal building would meet the design requirements of the zoning before an accessory building could be constructed. Staff has some reservations about creating general exceptions and would need to consider how a broad exception could impact other buildings that may be developed on other sites in the RI zoning district. **City Council would need to initiate a zoning text amendment for staff to consider revisions to the RI zoning standards and design guidelines to allow for the indoor tennis facility as proposed with a bubble enclosure design. This assignment will need prioritization within the Planning and Housing Department's program of work.**

Attachment A

Date: December 8, 2017
To: Honorable Mayor and Council
From: Chuck Winkleblack, Ames Tennis Friends, LLC
RE: Indoor Tennis facility at the research park

The Ames Tennis Friends, LLC was established to help facilitate indoor tennis in Ames. As of this fall Ames has only 2 indoor tennis courts for public use. For the past several months this group has been working with the Ames Fitness Center to add 4 indoor courts and 2 outside clay courts adjacent to the new Ames Fitness Center in the research park.

This project will be a joint venture between the Ames Tennis Friends and the Ames Fitness Center. Our request is NOT for financial support for the project rather we need to enlarge the lot that the fitness center is currently on. In talking with the city planning director he did not feel it was an appropriate use of the commercial land. Our group has worked with the research park board of directors on approving our preliminary site plan and we believe that we have their support for the project. The proposed facility would set on approximately 2 acres of the 4.5 acres of the property located at 1726 Collaboration Place. The facility would set back away from Collaboration Place and have a substantial landscaping buffer.

My request is for you to refer this matter to staff to work through the outstanding issues with our group and bring it back to council as an action item.

Our group believes this is the most realistic opportunity to have an indoor tennis facility in Ames as well as adding a great amenity to the research park.

Thanks in advance for your consideration.

Sincerely,



Chuck Winkleblack, Ames Tennis Friends, LLC

Staff Report

BODY-WORN CAMERAS IN THE POLICE DEPARTMENT

January 23, 2018

BACKGROUND:

Body-worn cameras were originally proposed for purchase in the FY 2017/18 budget approved by the City Council. At that time, camera technology was changing quickly in response to user dissatisfaction and failures in the field. The Police Department assembled an internal study committee to evaluate cameras, storage and reproduction technology, and policy issues. This committee met over a period of 18 months, meeting with vendors, testing camera systems, and evaluating policy and practice. During that time, camera technology advanced considerably. Key improvements that have occurred include:

- Image quality and light control.
- Battery life and reliability
- Systems to secure the device
- Downloading and storage
- Video management
- Integration with other camera systems

Similarly, the major policy questions involving body cameras have been examined across the country and some degree of consensus is developing.

TECHNOLOGY ISSUES:

Camera technology has improved considerably over the past two years. Cameras now handle low light more effectively and also have a broader field of view. These improvements allow camera images to better reflect what an officer might see at the scene. In addition, many body cameras now integrate their recording and storage with car cameras. This means that storage and image management happen in one system and both body camera and car camera images can be linked to an individual case. Finally, the overall reliability and safety of the units have improved. It is easier to tell if a camera is recording, camera mounts keep it positioned more effectively, and battery life is improving.

Storage of body camera images takes up a considerable amount of electronic storage space. Online storage options are available, but costly. Local storage is estimated to be a minimum of 12 TB for the Police Department body cameras. This is in addition to the 13 TB the Department currently uses to store car and interview video. City Information Technology staff will ultimately work with the camera manufacturer and department staff to determine the proper amount of storage. The potential for shared savings has been explored, but given the scale of storage required, there does not appear to be substantial savings available from sharing with another agency.

It appears that the duty life of a camera is approximately four years. Based on that, staff has projected a depreciation expense for future budget cycles. Because of the way cameras now function, staff is proposing that car cameras, body cameras, and interview rooms move to a common, integrated system. This should be done over time as the current units age out and come due for replacement. There may be value in accelerating car camera replacement in some future years if the system functions as effectively as anticipated.

The cameras were originally requested as part of the FY 2017/18 budget process. Based on the information we obtain from two possible vendors, it appears that the \$64,000 that was allocated for the cameras will be sufficient. In addition, \$25,000 was allocated for maintenance, storage, and related support costs. We have learned that these ongoing costs will be approximately \$12,000 per year if we approve a four year agreement.

POLICY CONSIDERATIONS:

Body-worn camera policies are becoming increasingly similar as police agencies gain more experience with this technology. The Ames Police Department Policy will be based on a model policy from the International Association of Chiefs of Police. Key policy considerations include:

1. Who wears a body camera?

All Ames Police Officers in uniform will wear a body camera. Investigators and others with special assignments may be assigned a body camera when investigating criminal activity. Story County Sheriff's Office (SCSO) and ISU Police follow a similar policy. At this time, Animal Control Officers and Community Safety Officers will not routinely wear body cameras. It is possible that a camera could be assigned to one of these individuals if a specific situation warrants recording.

2. When are cameras activated?

Ames Police Officers will activate the camera when interacting with citizens in the normal performance of their duties. If citizens ask, the officer will explain they are being recorded. In areas where a citizen has a reasonable expectation of privacy, for example, in their own home, the officer may discontinue recording unless the recording is part of an investigative process. ISU Police and SCSO function in a similar manner.

3. When are cameras turned off?

Ames Officers may deactivate cameras in situations where there is no criminal investigation and the citizen has a reasonable expectation of privacy. Cameras may also be turned off when interviewing certain victims, during routine interactions with other staff, during non-criminal medical events, training, breaks and other time not involving law enforcement actions. ISU Police and SCSO function in a similar manner.

4. Who has access to recordings?

Recordings are Police Department property and retained and managed according to departmental electronic evidence standards. Case-related recordings are retained with case materials. Recordings not associated with a case may be retained for training, complaint investigation, discipline, accident investigation, or other administrative tasks. All other recording not retained for these reasons will be deleted. Defense and prosecuting attorneys may request video as part of a case. Citizens may request video under the terms of the Iowa Open Records Law in Chapter 22 of the Iowa Code and the City procedures for release of information. The Sheriff's Office and ISU Police function in a similar manner.

5. How long is the video stored?

Ames PD records retention policy indicates that recordings will be retained for 90 days unless they are associated with a case, complaint, accident, or training event. In general, video will be deleted after approximately 90 days. Accidental, unintended, or test recordings may be deleted after evaluation of the circumstances. ISU Police do not state a retention period in their policy. SCSO retains recordings in alignment with their records retention policy which is currently two years. This portion of their policy is under review.

CONCERNS WITH CAMERAS:

The American Civil Liberties Union (ACLU) has been supportive of body camera use by police officers but noted several general areas of concern in its updated 2015 position paper on the matter (Ames PD comments are indicated in bold below):

1. The ACLU defaults to a “continuous record” philosophy but in practice, has noted that the camera should be turned off at times. These situations include interviews of sensitive crime victims who may be intimidated or discouraged from reporting. Many non-criminal interactions in a citizen’s private space may not be suitable for recording. For example, conversations about a non-criminal juvenile incident with the person’s parents may not be appropriate for recording. The ACLU statement also notes that not every routine, private, or semi-private action of a police employee is suitable for recording. Finally, the cameras should not be employed for mass surveillance by recording and analyzing public spaces or public traffic. Incidents involving use of force or other interactions likely to trigger a complaint are suitable for recording. **Ames PD Policy is generally consistent with this position.**
2. The ACLU recommends that police policy on recording be clear and that officers be expected to comply and be held accountable. **Ames PD Policy is a written directive and, like other Police Department policies, guides the actions of employees.**
3. Utilization of body cameras in a manner that constitutes an “invasion of privacy” should be discouraged. This means that in practice, non-criminal investigative actions or utilization in private spaces should be limited. Further, it means that review, retention, and redistribution be limited. **Ames PD Policy is generally consistent with this position although Chapter 22 of the Iowa Code guides public access to information.**
4. The ACLU advocates that citizens be notified when they are being recorded. **Ames PD Policy guides officers to explain camera use if they are asked. Much like car cameras, the policy does not require every citizen to be notified of the body cameras due to the practical challenges of introducing this into every officer interaction.**
5. The ACLU advocates limited retention periods for non-criminal recordings that are not associated with a complaint. **Ames PD Policy limits retention periods for non-criminal events.**

6. The ACLU advocates redaction of private information where feasible. **Ames PD Policy will follow state law in redaction of certain types of personal identifiers.**
7. The ACLU advocates security protections for recorded police video. **Ames PD Policy limits recordings to secure storage and official use.**
8. Finally, the ACLU advocates that only police officers with arrest powers use body cameras, excluding other police department employees. **Ames PD Policy allows use by Animal Control Officers and Community Safety Officers under special circumstances. For instance, investigations of animal cruelty or trafficking in fighting dogs may benefit from recording some situations. Similarly, CSOs transport prisoners and assist with traffic control and other police duties. It is possible that a body camera may aid in analysis of some of these situations. Any employee of the Police Department who utilizes a body camera will receive training before using the device.**

STAFF COMMENTS:

After testing several generations of the leading camera systems, experience suggests that the current camera systems have matured in their reliability and performance. This has also allowed officers to gain experience with body worn cameras in the field. This field experience has served as a reminder that the police response to a call is a complex, multifaceted event for the officer. Radio communications, incident type, facts and context of the call, previous history, and department policies all come into play as the officer responds. Adding yet another set of tasks to this response further complicates what the officer has to process. While it will likely be of value over the long term, the initial deployment of cameras will require some time as officers establish this new routine.

A Police Department policy has been developed based on models from national associations, concerns raised by advocacy groups, and the implementation practices of other local law enforcement agencies. **The Council does not normally review administrative policies within the Police Department. In this case, the policy is generally consistent with the recommendations of national organizations and the operations of other local law enforcement agencies.**

Staff is not seeking approval for the department policy, but wants to make sure the Council is in support of the overall concepts reflected in the new policy. However, the Staff is requesting a Council motion to proceed with the acquisition phase of the camera project using funds carried over to this year's budget.

MEMO

Legal Department

39

To: Mayor Haila and Members of the City Council
From: Mark Lambert, City Attorney
Date: January 19, 2018
Subject: 415 Stanton Avenue Contract Rezoning Agreement

Our office has been asked to include a provision in the Contract Rezoning Agreement limiting the occupancy of the property at 415 Stanton Avenue to persons over the age of the 30 years old in addition to the requirement that every unit in the property is occupied by at least one person 55 years of age. It is the Legal Department's opinion that the proposed addition to adopt a minimum age of 30 violates both the Iowa Civil Rights Act and the federal Fair Housing Act prohibition on discrimination on the basis of *familial status*, which is defined narrowly as discrimination against families with children under the age of 18 and includes discrimination against pregnant persons and those in the process of seeking custody to any individual under 18.

Housing communities which qualify as "Housing For Older Persons" under both Iowa and Federal law are exempt from the requirements that prohibit discrimination on the basis of familial status. However, establishing a Housing for Older Persons exemption is not as simple as merely requiring at least one occupant of every unit to be 55 or older. There are additional factors that must be established, and Iowa law is actually more restrictive than the federal law. Under the Iowa Civil Rights Act (Chapter 216), in order to be exempt from familial status housing claims, the community must establish : (1) at least 80% occupancy by at least one person 55 or older per unit; and (2) it provides significant facilities and services specifically designed to meet the physical or social needs of the persons; and (3) that the housing facility must publish and adhere to policies and procedures which demonstrate an intent by the owner or manager (*which would include the HOA*) to provide housing for persons fifty-five years of age or older; or, alternatively; that it is occupied by persons 62 years of age or older

The previous version of the Contract Rezone states that at least one occupant of every unit has to be 55 or older, and requires compliance with all other federal, state and local laws of general application. The proposed minimum age requirement does not match the elements needed to have a valid Housing for Older Persons exemption. It is our opinion that adding a provision that violates provisions prohibiting familial status discrimination, as a City-mandated requirement of a contract rezoning agreement, is unwise. If the housing community fails to qualify for the Housing for Older Persons

exemption--for any reason--the proposed minimum age of 30 requirement constitutes illegal discrimination. The City of Ames cannot be in the position of including this as part of a contract rezoning agreement.

ITEM # 18
DATE: 01-09-18

COUNCIL ACTION FORM

SUBJECT: REZONING CONTRACT FOR PROPERTY LOCATED AT 415 STANTON AVENUE FROM S-GA (GOVERNMENT/AIRPORT DISTRICT) TO RH (RESIDENTIAL HIGH DENSITY).

BACKGROUND:

The City Council approved the first reading for the rezoning of the property at 415 Stanton Avenue to Residential High Density (RH) on November 28, 2017 with the condition to complete a contract rezoning agreement to limit the use. **At the December 19, 2017, City Council meeting, it was determined that a condition of the rezoning can be altered to allow the 55 or older age restriction to apply to one or more members of the household, rather than all members of the household. Staff has prepared a contract rezoning agreement consistent with this age restriction as requested by the developer. The other rezoning conditions will remain as approved on November 28, 2017.**

The attached draft agreement limits the site use to Senior Living with a minimum of one occupant per dwelling as 55 or older, that the existing Crawford School building will be retained and adapted to residential use, and that the new development is restricted to a maximum of three stories and 50 feet. (Attachment A.)

ALTERNATIVES:

1. The City Council can approve and adopt the contract rezoning agreement that specifies the use is limited to Senior Living with a minimum of one occupant per dwelling as 55 or older, retain and adapt the existing Crawford School building for residential purposes and restrict the maximum height to three stories and 50 feet.
2. The City Council can deny the contract rezoning agreement on property located at 415 Stanton Avenue.
3. The City Council can defer the third reading and provide staff with different direction on the contract rezoning agreement or for a zoning text amendment.

CITY MANAGER'S RECOMMENDATION:

The attached contract rezoning agreement requires the re-use of the existing Crawford School site and new building to be used for residential purposes. The proposed rezoning limitations are consistent with the applicant's intended use of the site. The

contract rezoning agreement is a permissible method of restricting use of a site at the time of rezoning when agreed upon with the applicant.

Alternative #1 reflects the direction from December 19th that would allow occupants to be limited to Senior Living with a minimum of one occupant per dwelling as 55 or older. **Therefore, it is the City Manager's recommendation that the City Council approve Alternative #1.**

S P A C E A B O V E R E S E R V E D F O R O F F I C I A L U S E

Legal description: See page 4.

Return document to: City Clerk, 515 Clark Avenue, Ames IA 50010

Document prepared by: Victoria A. Feilmeyer, City of Ames Legal Department, 515 Clark Ave., Ames, IA 50010 – 515-239-5146

**CONTRACT REZONING AGREEMENT PERTAINING TO THE
LAND AT 415 STANTON AVENUE**

THIS AGREEMENT, made and entered into this ____ day of _____, 201__, by and between the City of Ames, Iowa (hereinafter called “City”) and The Crawford Ames, LLC, an Iowa limited liability company (hereinafter called “Developer”), its successors and assigns.

WITNESSETH THAT:

WHEREAS, the Developer owns real property which had formerly been used by the Ames Community School District for an elementary school and later for school district offices, legally described as set out on Attachment A and locally addressed as 415 Stanton Avenue, Ames, Iowa, (hereinafter called the “Property”); and

WHEREAS, the Developer desires to redevelop the property so that it may be intended and operated for occupancy as Housing for Older Persons aged 55 years or older; and

WHEREAS, the City approved a Minor Map Amendment to the Land Use Policy Plan (LUPP) designation for the subject real property by Resolution 17-676, which changed its designation from Low-Density Residential/Governmental Lands to High Density Residential to provide for a LUPP designation compatible with the proposed Housing for Older Persons; and

WHEREAS, the Developer has applied for a zoning designation of RH (Residential High Density) for the subject property in order to advance its plan of renovating the site to be used as Housing for Older Persons; and

WHEREAS, as contemplated by Iowa Code section 414.5, the City desires to impose certain additional conditions on the property owner in addition to existing regulations in connection with granting the base zoning; and

WHEREAS, both City and the Developer expressly agree that said additional conditions are reasonable and imposed to satisfy public needs which are directly caused by the requested zoning change to RH (Residential High-Density).

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

I. INTENT AND PURPOSE

A. It is the intent of this Agreement to:

1. Recognize that the Developer, The Crawford Ames, LLC, is the owner of the real property being rezoned and expressly agrees to the imposition of additional conditions as authorized by Iowa Code section 414.5.
2. Confirm and document that the Parties recognize and acknowledge that a substantial benefit to the public will be realized by imposition of the additional conditions for rezoning.
3. Grant rezoning of the real property from Government/Airport Lands (S-GA) to Residential High Density (RH) subject to these additional conditions:
 - a. The residential use of the site is age restricted to Housing for Older Persons with each unit having at least one occupant who is 55 years of age or older.
 - b. The existing Crawford School Building will be retained and adapted to residential use.
 - c. New development shall be restricted to a maximum of three stories no more than 50 feet in height in the aggregate.
 - d. Prior to the approval of the third reading of the Ordinance rezoning the property, this rezoning agreement must be signed by the Developer and delivered to the City.

II. GENERAL PROVISIONS

A. Modification. The parties agree that this Agreement may be modified, amended or supplemented only by written agreement of the parties, and their successors and/or assigns.

B. General Applicability of Other Laws and Ordinances. The Developer understands and agrees that all work done by or on its behalf shall be made in compliance with Iowa Code, the Ames Municipal Code, Iowa Statewide Urban Design and

Specifications and all other federal, state and local laws of general application (including the Fair Housing Act as applicable), whether or not such requirements are specifically stated in this agreement. All ordinances, regulations and policies of the City now existing, or as may hereafter be enacted, shall apply to activity or uses on the site.

C. Incorporation of Recitals and Exhibits. The recitals, together with any and all exhibits attached hereto, are confirmed by the parties as true and incorporated herein by reference as if fully set forth verbatim. The recitals and exhibits are a substantive contractual part of this agreement.

III. COVENANTS RUN WITH THE LAND

This Agreement shall run with the site and shall be binding upon the Developer, its successors, subsequent purchasers and assigns. Each party hereto agrees to cooperate with the other in executing a Memorandum of Agreement that may be recorded in place of this document.

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

<p>CITY OF AMES, IOWA</p> <p>By _____ John A. Haila, Mayor</p> <p>Attest _____ Diane R. Voss, City Clerk</p> <p>STATE OF IOWA, COUNTY OF STORY, ss:</p> <p>On this _____ day of _____, 2016, before me, a Notary Public in and for the State of Iowa, personally appeared John A. Haila 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 _____, 201____, and that John A. Haila 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.</p> <p>_____ Notary Public in and for the State of Iowa</p>	<p>THE CRAWFORD AMES, LLC</p> <p>By _____</p> <p>STATE OF IOWA, COUNTY OF STORY, ss: This instrument was acknowledged before me on _____, 2017, by _____, as Manager, of The Crawford Ames, LLC.</p> <p>_____ Notary Public in and for the State of Iowa</p>
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Legal Description – Exhibit 'A'

Lots Two (2), Three (3), Four (4), Five (5), Six (6) and Seven (7), except the South five (5) feet of Lot Seven (7), all in W.T. Smith's addition to Ames, Story County, Iowa, **AND** the East fifteen (15) feet of Lots Three (3), Four (4), Five (5), Six (6) and Seven (7), and the East fifteen (15) feet of the North forty-five (45) feet of Lot Eight (8), all in Block One (1), Lee & Little's Addition to Ames, Story County, Iowa

COUNCIL ACTION FORM

SUBJECT: REVISIONS TO CHAPTER 28 OF THE AMES MUNICIPAL CODE
(UTILITIES)

BACKGROUND:

On October 17, 2017, staff met with the City Council in a workshop session to review a series of proposed changes to Chapter 28 of the Municipal Code. The revisions were subsequently brought back to Council on October 24 for the first of three readings that ultimately led to the adoption of the changes on November 28, 2017.

In the original October 17 workshop, staff indicated its intent to adopt into the Municipal Code, a table that contains the City's Local Limits for the Industrial Pretreatment Program. The Local Limits are numeric discharge limits applicable to all customers, and are based on the calculated loading that the Ames Water Pollution Control Facility can receive and still remain in compliance with its discharge permit.

It is important to note that the Local Limits table being adopted is no more stringent than the current limits that were adopted by the City Council several years ago as a part of the Pretreatment Program document. The only change from the current limits is the elimination of a chloride limit. The chloride limit was added several years ago when it appeared the Iowa DNR was going to add chloride as a limit to the City's discharge permit. That never happened and staff has not been enforcing the limit on industrial customers.

A recent audit of the City's Pretreatment Program by the US EPA instructed the City to either remove the limitation or begin enforcing the limit. Since the chloride limit is not currently being utilized by the City, staff recommends elimination of the local limit for chloride.

The elimination of the chloride limit needs to be adopted by Council, making this an opportune time to move the table into the Municipal Code. This will make the table more prominent to existing industrial customers and more readily available to potential new industries looking to locate in Ames.

Staff was not able to proceed with the adoption of the Local Limits in October due to the Iowa Department of Natural Resources' determination that the elimination of the chloride limit constituted a "significant change" to the City's Industrial Pretreatment Program. Under the State's rules, a public notice and 30-day comment period was required. The public notification and comment period requirements have been met and

the Iowa Department of Natural Resources has given their final approval of the local limits table.

ALTERNATIVES:

1. Approve on first reading an ordinance to amend Chapter 28, thereby incorporating the Local Limits table into a new Section 28.309 of the Ames Municipal Code.
2. Do not approve the amendment to Chapter 28 at this time. The previously adopted Local Limits, including chloride, will remain in the Pretreatment Program. Staff will be expected by the US EPA to begin enforcing the chloride limit on Ames customers covered by the Industrial Pretreatment Program.

MANAGER'S RECOMMENDED ACTION:

The proposed addition to Chapter 28 of the Ames Municipal Code reflects the currently enforced Local Limits and it is important to have the Code reflect these current limits. Staff presented the proposed changes to Council at a workshop on October 17, 2017 and fulfilled the requirements set forth by the Iowa Department of Natural Resources and the US Environmental Protection Agency for a formal Public Notice and comment period. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.

ORDINANCE NO.

AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY ENACTING A NEW SECTION 28.309 THEREOF, FOR THE PURPOSE OF ESTABLISHING PRETREATMENT LOCAL LIMITS; REPEALING ANY AND ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT TO THE EXTENT OF SUCH CONFLICT; AND ESTABLISHING AN EFFECTIVE DATE.

BE IT ENACTED, by the City Council for the City of Ames, Iowa, that:

Section One. The Municipal Code of the City of Ames, Iowa shall be and the same is hereby amended by enacting a new Section 28.309 as follows:

“28.309. Pretreatment Local Limits Established.

Pollutant	Local Limit (mg/L)
Arsenic	0.02
Acetone	14.9
Benzene	0.05
BTEX	0.75
Cadmium	0.04
Total Chromium	0.93
Copper	0.57
Cyanide	0.88
Lead	0.89
Mercury	0.01
Molybdenum	0.29
Nickel	11.0
Phenol	2.6
Total Petroleum Hydrocarbons	10.0
Selenium	0.09
Silver	0.05
Sulfide	2.0
Zinc	4.3
Oil & Grease	300
cBOD ₅	1,800
Chemical Oxygen Demand	2,700
Total Suspended Solids	1,600
Ammonia	225
Total Kjeldahl Nitrogen	280
pH	6.0-10.0 Standard Units”

Section Two. All ordinances, or parts of ordinances, in conflict herewith are hereby repealed to the extent of such conflict, if any.

Section Three. This ordinance shall be in full force and effect from and after its passage and publication as required by law.

Passed this _____ day of _____, _____.

Diane R. Voss, City Clerk

John A. Haila, Mayor

COUNCIL ACTION FORM

SUBJECT: REVISIONS TO OFFICIAL PARKING METER MAP PERTAINING TO STALLS LOCATED ON STANTON AVENUE

BACKGROUND:

On October 24, 2017, the City Council adopted Resolution No. 17-636 approving revisions to the Official Parking Meter Map to change three parking stalls to two 15-minute parking stalls and one Loading Zone stall in front of 119 Stanton Avenue. This change had been requested by the Post Master Todd Oxley since there is no designated customer parking at the new location of the Post Office. After adoption of the Resolution, Public Works staff installed appropriate signage, and the Police Department began receiving requests to enforce the new regulations. The Legal Department has recently been informed of the difficulties being encountered by the Police Department in the issuance of illegal parking fines for the three stalls in question since there is not a specific *Municipal Code* Section that can be cited.

Municipal Code Section 18.4 states that the Official Parking Meter Map may be changed by Resolution or Ordinance. However, it appears that that Section pertains to stalls where parking meters have been installed. In researching the mechanism used in adopting past revisions to the Official Parking Meter Map, it appears that Resolutions have been adopted when the change has related specifically to parking meters. In this case, there are no parking meters; the revision pertains to the designation of parking stalls. **Therefore, Legal staff is now requesting that Resolution No. 17-636 be rescinded and an ordinance be adopted to allow for specificity in citing for an illegal parking violation. In addition, due to the need to enforce the changes immediately, the City Council is being asked to suspend the rules regarding adoption of an ordinance and pass on all three readings and adopt the Ordinance at this meeting.** Again, the signage has been in place since late October, thus the public has been well informed of the regulations.

ALTERNATIVES:

1. a. Rescind Resolution No. 17-636.
b. Pass on first reading an Ordinance changing three parking stalls in front of 119 Stanton Avenue to two 15-minute parking stalls and one Loading Zone stall.
c. Suspend the rules regarding adoption of an ordinance.
d. Pass on second and third readings and adopt the Ordinance.
2. Do not adopt an ordinance making revisions to the Official Parking Meter Map pertaining to three stalls located in front of 119 Stanton. This would result in continued enforcement difficulty for the Police.

MANAGER'S RECOMMENDED ACTION:

The previous action was to have City Council approve the revisions described above to the Official Parking Meter Map by resolution. Even though City Council approved the changes, the Police are having difficulty enforcing these regulations. Thus, an ordinance is needed to officially establish two 15-minute parking stalls and one Loading Zone stall which will aid in the enforcement of the parking regulations.

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

ORDINANCE NO.

AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY ENACTING NEW SECTIONS 18.30(1)(a)(vi)(d) AND 18.31(252)(e) AND AMENDING SECTION 18.30(1)(d) THEREOF, RELATING TO PARKING REGULATIONS ON STANTON AVENUE; REPEALING ANY AND ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT TO THE EXTENT OF SUCH CONFLICT; AND ESTABLISHING AN EFFECTIVE DATE.

BE IT ENACTED, by the City Council for the City of Ames, Iowa, that:

Section One. The Municipal Code of the City of Ames, Iowa shall be and the same is hereby amended by enacting new Sections 18.30(1)(a)(vi) and 18.31(252)(e) and amending Section 18.30(1)(d) as follows:

“Sec. 18.30. TRUCK LOADING ZONES.

(1) In the area bounded by the north curb of Lincoln Way on the north, the south curb of Hunt on the south, the east curb of Stanton on the east, and the west curb of Hayward on the west, vehicles shall not stop, stand or park while taking on or discharging their loads, except as follows:

(a) At the following locations freight only may be discharged from 6:00 a.m. to 6:00 p.m. Monday through Saturday.

...

(vi) Stanton Avenue – west side, northern most stall in front of 119 Stanton Avenue.

...

(d) No motorcycles, cars, pick up trucks, vans or other vehicles 20' or less in length shall be permitted to stop, stand or park in these zones for any reason, including deliveries, during the hours the zones are restricted for freight deliveries. Notwithstanding the foregoing limitation on vehicle length, the Stanton Avenue location shall be limited by the length of the parking stall.

(252) STANTON AVENUE.

...

(e) Parking is prohibited for more than fifteen minutes in the southern most 2 parking stalls located on the west side of Stanton Avenue in front of 119 Stanton Avenue. ”

Section Two. All ordinances, or parts of ordinances, in conflict herewith are hereby repealed to the extent of such conflict, if any.

Section Three. This ordinance shall be in full force and effect from and after its passage and publication as required by law.

Passed this _____ day of _____, _____.

Diane R. Voss, City Clerk

John A. Haila, Mayor

COUNCIL ACTION FORM

SUBJECT: PUBLIC HEARING AND APPROVAL OF LOAN AGREEMENT FOR STATE REVOLVING FUND CLEAN WATER DEBT IN AN AMOUNT NOT TO EXCEED \$1,001,000 FOR WPC BAR SCREEN IMPROVEMENTS

BACKGROUND:

The City's capital improvement plan includes a project to make significant improvements to the bar screen system at the Water Pollution Control (WPC) Facility. The project consists of removal of existing equipment and installation of a new mechanically cleaned bar screening system with washer/compactor/bagging system. The estimated total cost of this project is as follows:

FY 14/15 Actual Expenses	\$ 11,354.86
FY 15/16 Actual Expenses	40,264.50
FY 16/17 Actual Expenses	5,499.68
FY 17/18 Estimated Expenses	<u>\$911,635.32</u>
	\$968,754.36

A Clean Water State Revolving Fund (SRF) Loan in the amount of \$1,001,000 was identified as the funding source for the bar screen improvements. The loan amount being authorized is slightly higher than the expenses shown above in order to provide an available contingency that can be used without having to modify the loan agreement. The final loan amount will include only the actual expenses incurred, and will not include the contingency unless it is required. **Repayment of the loan will come from wastewater utility revenues. The City Council is being asked to approve a resolution authorizing a SRF agreement to receive the funds for the project.**

ALTERNATIVES:

1. Approve a resolution authorizing a State Revolving Fund Clean Water Loan agreement in an amount not to exceed \$1,001,000.
2. Deny authorization of the loan agreement and direct City staff to identify other sources to fund the project to improve the wastewater lift stations.

MANAGER'S RECOMMENDED ACTION:

Approval of this loan agreement will ensure that funding is available to carry out the WPC bar screen improvements as previously approved by Council.

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

RESOLUTION NO. _____

Resolution authorizing and approving a Loan and Disbursement Agreement and providing for the issuance and securing the payment of \$1,001,000 Taxable Sewer Revenue Bonds, Series 2018

WHEREAS, the City of Ames (the “City”), in Story County, State of Iowa, did heretofore establish a Municipal Sanitary Sewer System (the “Utility”) in and for the City which has continuously supplied sanitary sewer service in and to the City and its inhabitants since its establishment; and

WHEREAS, the management and control of the Utility are vested in the City Council (the “Council”) and no board of trustees exists for this purpose; and

WHEREAS, pursuant to a prior resolution of the Council, the City has heretofore issued its \$3,121,000 Sewer Revenue Bond, SRF Series 2012, dated November 16, 2012 (the “Series 2012 Bond”), a portion of which remains outstanding; and

WHEREAS, pursuant to a prior resolution of the Council, the City has heretofore issued its \$797,000 Taxable Sewer Revenue Bond, SRF Series 2016, dated September 30, 2016 (the “Series 2016 Bond”), a portion of which remains outstanding; and

WHEREAS, pursuant to the resolutions (the “Outstanding Bond Resolutions”) authorizing the issuance of the Series 2012 Bond and the Series 2016 Bond (together, the “Outstanding Bonds”), the City reserved the right to issue additional obligations payable from the net revenues of the Utility and ranking on a parity with the Outstanding Bonds under the terms and conditions set forth in the Outstanding Bond Resolutions; and

WHEREAS, the City has heretofore proposed to contract indebtedness and enter into a certain Sewer Revenue Loan and Disbursement Agreement (the “Agreement”) in a principal amount not to exceed \$1,001,000 to provide funds to pay a portion of the cost, to that extent, of planning, designing and constructing improvements and extensions to the Utility (the “Project”), and has published notice of the proposed action and has held a hearing thereon on January 23, 2018; and

WHEREAS, it is necessary at this time for the City Council to approve the Agreement with the Iowa Finance Authority, an agency and public instrumentality of the State of Iowa, as lender (the “Lender”) and to issue Taxable Sewer Revenue Bonds, Series 2018 (the “Bonds”) in evidence thereof in the principal amount of \$1,001,000 in order to pay the costs of the Project;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Ames, Iowa, as follows:

Section 1. It is hereby determined that the City shall enter into the Agreement with the Lender. The Agreement shall be in substantially the form as has been placed on file with the City and shall provide for a loan (the “Loan”) to the City in the amount of \$1,001,000, for the purpose as set forth in the preamble hereof.

The Mayor and City Clerk are hereby authorized and directed to sign the Agreement on behalf of the City, and the Agreement is hereby approved.

Section 2. The Bonds are hereby authorized to be issued in evidence of the obligation of the City under the Agreement, in the aggregate principal amount of \$1,001,000, to be dated the date of delivery to or upon the direction of the Lender, and bearing interest from the date of each advancement made at the rate of 1.75% per annum pursuant to the Agreement, until payment thereof, as set forth in Exhibit A attached to the Agreement.

The Bonds may be in the denomination of \$1,000 each or any integral multiple thereof and, at the request of the Lender, shall be initially issued as a single Bond in the denomination of \$1,001,000 and numbered R-1.

The City Clerk is hereby designated as the Registrar and Paying Agent for the Bonds and may be hereinafter referred to as the “Registrar” or the “Paying Agent”.

Payment of the principal of and interest on the Bonds and premium, if any, shall be payable at the office of the Paying Agent to the registered owners thereof appearing on the registration books of the City. All such payments, except full redemption, shall be made to the registered owners appearing on the registration books at the close of business on the fifteenth day of the month next preceding the payment date. Final payment of principal shall only be made upon surrender of the Bond or Bonds to the Paying Agent.

In addition to the payment of principal of and interest on the Bonds, the City also agrees to pay the Initiation Fee and the Servicing Fee (defined in the Agreement) in accordance with the terms of the Agreement.

The Bonds shall be executed on behalf of the City with the official manual or facsimile signature of the Mayor and attested with the official manual or facsimile signature of the City Clerk, and shall be fully registered bonds without interest coupons. The issuance of the Bonds and the amount of the Loan advanced thereunder shall be recorded in the office of the City Treasurer, and the certificate on the back of each Bond shall be executed with the official manual or facsimile signature of the City Treasurer. In case any officer whose signature or the facsimile of whose signature appears on the Bonds shall cease to be such officer before the delivery of such Bonds, such signature or such facsimile signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery.

The Bonds shall be fully registered as to principal and interest in the names of the owners on the registration books of the City kept by the Registrar. Each Bond shall be transferable without cost to the registered owner thereof only upon the registration books of the City upon presentation to the Registrar, together with either a written instrument of transfer satisfactory to the Registrar or the assignment form thereon completed and duly executed by the registered owner or the duly authorized attorney for such registered owner.

The record and identity of the owners of the Bonds shall be kept confidential as provided by Section 22.7 of the Code of Iowa.

The Bonds are subject to optional redemption by the City at a price of par plus accrued interest (i) on any date with the prior written consent of the Lender, or (ii) in the event that all or substantially all of the Project is damaged or destroyed. Any optional redemption of the Bonds by the City may be made from any funds regardless of source, in whole or from time to time in part, in inverse order of maturity upon not less than thirty (30) days' notice of redemption by facsimile, e-mail, certified or registered mail to the Lender (or any other registered owner of the Bonds). The Bonds are also subject to mandatory redemption as set forth in Section 5 of the Agreement.

All of the Bonds and the interest thereon, together with the Outstanding Bonds and any additional obligations as may be hereafter issued and outstanding from time to time ranking on a parity therewith under the conditions set forth herein (which additional obligations are hereinafter sometimes referred to as "Parity Obligations"), shall be payable solely from the Net Revenues of the Utility and the Sinking Fund hereinafter referred to, both of which are hereby pledged to the payment of the Bonds. The Bonds shall be a valid claim of the owners thereof only against said Net Revenues and Sinking Fund. None of the Bonds shall be a general obligation of the City, nor payable in any manner by taxation, and under no circumstances shall the City or the Utility be in any manner liable by reason of the failure of the Net Revenues of the Utility to be sufficient for the payment in whole or in part of the Bonds and the interest thereon.

Section 3. The Bonds shall be executed as herein provided as soon after the adoption of this resolution as may be possible and thereupon they shall be delivered to the Registrar for registration and delivery to the Lender, upon receipt of the loan proceeds (the "Loan Proceeds"), and all action heretofore taken in connection with the Agreement is hereby ratified and confirmed in all respects.

Section 4. The Bonds shall be in substantially the following form:

portion of the cost of planning, designing and constructing improvements and extensions (the “Project”) to the Municipal Sanitary Sewer System of the City (the “Utility”).

The Bonds are issued pursuant to and in strict compliance with the provisions of Sections 384.24A and 384.83 of the Code of Iowa, 2017, and all other laws amendatory thereof and supplemental thereto, and in conformity with a resolution of the City Council authorizing and approving the Agreement and providing for the issuance and securing the payment of the Bonds (the “Resolution”), and reference is hereby made to the Resolution and the Agreement for a more complete statement as to the source of payment of the Bonds and the rights of the owners of the Bonds.

The Bonds are subject to optional redemption by the City at a price of par plus accrued interest (i) on any date with the prior written consent of the Iowa Finance Authority, or (ii) in the event that all or substantially all of the Project is damaged or destroyed. Any optional redemption of the Bonds by the City may be made from any funds regardless of source, in whole or from time to time in part, in inverse order of maturity upon not less than thirty (30) days’ notice of redemption by facsimile, e-mail, certified or registered mail to the Iowa Finance Authority (or any other registered owner of the Bonds). The Bonds are also subject to mandatory redemption as set forth in Section 5 of the Agreement.

The Bonds are not general obligations of the City but, together with the City’s outstanding Sewer Revenue Bond, SRF Series 2012, dated November 16, 2012; Taxable Sewer Revenue Bond, SRF Series 2016, dated September 30, 2016; and any additional obligations as may be hereafter issued and outstanding from time to time ranking on a parity therewith under the conditions set forth in the Resolution, are payable solely and only out of the future Net Revenues of the Utility of the City, a sufficient portion of which has been ordered set aside and pledged for that purpose. This Bond is not payable in any manner by taxation, and under no circumstances shall the City be in any manner liable by reason of the failure of the said Net Revenues to be sufficient for the payment of this Bond and the interest thereon.

This Bond is fully negotiable but shall be fully registered as to both principal and interest in the name of the owner on the books of the City in the office of the Registrar, after which no transfer shall be valid unless made on said books and then only upon presentation of this Bond to the Registrar, together with either a written instrument of transfer satisfactory to the Registrar or the assignment form hereon completed and duly executed by the registered owner or the duly authorized attorney for such registered owner.

The City, the Registrar and the Paying Agent may deem and treat the registered owner hereof as the absolute owner for the purpose of receiving payment of or on account of principal hereof, premium, if any, and interest due hereon and for all other purposes, and the City, the Registrar and the Paying Agent shall not be affected by any notice to the contrary.

And It Is Hereby Certified, Recited and Declared that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of the Bonds have existed, have happened and have been performed in due time, form and manner, as required by law, and that the issuance of the Bonds does not exceed or violate any constitutional or statutory limitation or provision.

IN TESTIMONY WHEREOF, the City of Ames, Iowa, has caused this Bond to be executed by its Mayor and attested by its City Clerk, all as of the Bond Date.

CITY OF AMES, IOWA

By (Do Not Sign) _____
Mayor

Attest:

(Do Not Sign) _____
City Clerk

(On the back of each Bond the following certificate shall be executed with the duly authorized signature of the City Treasurer)

STATE OF IOWA
STORY COUNTY
CITY OF AMES

SS: CITY TREASURER'S CERTIFICATE

The original issuance of the Bonds, of which this Bond is a part, was duly and properly recorded in my office as of the Bond Date.

(Do Not Sign) _____
City Treasurer

ABBREVIATIONS

The following abbreviations, when used in this Bond, shall be construed as though they were written out in full according to applicable laws or regulations:

- | | | | |
|---------|--|---------------------------------------|---------------|
| TEN COM | - as tenants in common | UTMA | _____ |
| TEN ENT | - as tenants by the entireties | | (Custodian) |
| JT TEN | - as joint tenants with right of survivorship and not as tenants in common | As Custodian for | _____ (Minor) |
| | | under Uniform Transfers to Minors Act | _____ (State) |

Additional abbreviations may also be used though not in the list above.

ASSIGNMENT

For valuable consideration, receipt of which is hereby acknowledged, the undersigned assigns this Bond to

(Please print or type name and address of Assignee)

PLEASE INSERT SOCIAL SECURITY OR OTHER IDENTIFYING NUMBER OF ASSIGNEE

and does hereby irrevocably appoint _____, Attorney, to transfer this Bond on the books kept for registration thereof with full power of substitution.

Dated: _____

Signature guaranteed:

NOTICE: The signature to this Assignment must correspond with the name of the registered owner as it appears on this Bond in every particular, without alteration or enlargement or any change whatever.

PRINCIPAL PAYMENT SCHEDULE

<u>Date</u> <u>June 1</u>	<u>Amount</u>	<u>Date</u> <u>June 1</u>	<u>Amount</u>
2019	\$41,000	2029	\$50,000
2020	\$42,000	2030	\$51,000
2021	\$43,000	2031	\$52,000
2022	\$44,000	2032	\$53,000
2023	\$45,000	2033	\$54,000
2024	\$46,000	2034	\$56,000
2025	\$46,000	2035	\$57,000
2026	\$47,000	2036	\$58,000
2027	\$48,000	2037	\$59,000
2028	\$49,000	2038	\$60,000

Section 5. The Loan Proceeds shall be held by the Lender and disbursed for costs of the Project, as referred to in the preamble hereof. The City will keep a detailed, segregated accounting of the expenditure of the Loan Proceeds.

Section 6. So long as any of the Bonds, the Outstanding Bonds or any Parity Obligations are outstanding, the City shall continue to maintain the Utility in good condition, and the Utility shall continue to be operated in an efficient manner and at a reasonable cost as a revenue producing undertaking. The City shall establish, impose, adjust and provide for the collection of rates to be charged to customers of the Utility, including the City, to produce gross revenues (hereinafter sometimes referred to as the “Gross Revenues”) at least sufficient to pay the expenses of operation and maintenance of the Utility, which shall include salaries, wages, cost of maintenance and operation, materials, supplies, insurance and all other items normally included under recognized accounting practices (but does not include allowances for depreciation in the valuation of physical property) (which such expenses are hereinafter sometimes referred to as the “Operating Expenses”) and to leave a balance of net revenues (herein referred to as the “Net Revenues”) equal to at least 110% of the principal of and interest on all of the Bonds, the Outstanding Bonds and any other Parity Obligations due in such fiscal year, as the same become due.

Section 7. The provisions, covenants, undertakings and stipulations for the operation of the Utility and for the collection, application and use of the Gross Revenues and income from such operation, as set forth in the Outstanding Bond Resolutions shall inure and appertain to the Bonds to the same extent and with like force and effect as if herein set out in full, except only insofar as the same may be inconsistent with this resolution.

Nothing in this resolution shall be construed to impair the rights vested in the Outstanding Bonds. The amounts herein required to be paid into the various funds hereafter named shall be inclusive of said payments required with respect to the Outstanding Bonds. The provisions of the Outstanding Bond Resolutions and the provisions of this resolution are to be construed whenever possible so that the same will not be in conflict. In the event such construction is not possible, the provisions of the resolution first adopted shall prevail until such time as the obligations authorized by such resolution have been paid or otherwise satisfied as therein provided, at which time the provisions of this resolution shall again prevail.

Section 8. From and after the issuance of the Bonds, the Gross Revenues of the Utility shall continue to be set aside into the City’s Sewer Revenue Fund (“Sewer Revenue Fund”) created under the Outstanding Bond Resolutions. The Sewer Revenue Fund shall be used in maintaining and operating the Utility, and after payment of the Operating Expenses shall, to the extent hereinafter provided, be used to pay the principal of and interest on the Bonds, the Outstanding Bonds and any Parity Obligations, and to create and maintain the several separate funds hereinafter established.

Section 9. The provisions in and by the Outstanding Bond Resolutions, whereby there has been created and is to be maintained a Sewer Revenue Bond Sinking Fund (herein referred to as the “Sinking Fund”), and for the payment into said fund from the Net Revenues of the Utility such portion thereof as will be sufficient to pay the interest on and principal of the Outstanding Bonds, are all hereby ratified and confirmed, and all such provisions shall inure and

constitute the security for the payment of the interest on and principal of the Bonds hereby authorized as may be outstanding from time to time; provided, however that on the first day of each month of each year, the minimum amount to be set aside, in addition to the amounts required to be set aside in the Outstanding Bond Resolutions, and paid into the Sinking Fund shall be not less than as follows:

Commencing on March 1, 2018 and continuing to and including May 1, 2018, an amount equal to 1/3rd of the installment of interest coming due on June 1, 2018, and, thereafter, commencing June 1, 2018, and continuing to final maturity, an amount equal to 1/6th of the installment of interest coming due on the next succeeding interest payment date. In addition, commencing on June 1, 2018, and continuing to final maturity, an amount equal to 1/12th of the installment of principal coming due on such Bonds on the next succeeding principal payment date until the full amount of such installment is on deposit in the Sinking Fund.

Money in the Sinking Fund shall be used solely for the purpose of paying principal of and interest on the Bonds, the Outstanding Bonds and any Parity Obligations as the same shall become due and payable. Whenever Parity Obligations are issued under the conditions and restrictions hereinafter set forth, provisions shall be made for additional payments to be made into the Sinking Fund for the purpose of paying the interest on and principal of such Parity Obligations.

If at any time there be a failure to pay into the Sinking Fund the full amount above stipulated, then an amount equivalent to the deficiency shall be paid into the Sinking Fund from the Net Revenues of the Utility as soon as available, and the same shall be in addition to the amount otherwise required to be so set apart and paid into the Sinking Fund.

No further payments need be made into the Sinking Fund when and so long as the amount therein is sufficient to retire all of the Bonds, the Outstanding Bonds and any Parity Obligations then outstanding which are payable from the Sinking Fund and to pay all interest to become due thereon prior to such retirement, or if provision for such payment has been made.

All of such payments required to be made into the Sinking Fund shall be made in equal monthly installments on the first day of each month, except that when the first day of any month shall be a Sunday or legal holiday, then such payments shall be made on the next succeeding secular day.

Section 10. The provisions in and by the Outstanding Bond Resolutions whereby there has been created and is to be maintained a special fund to be known and designated as the Surplus Fund into which there shall be set apart and paid all of the Net Revenues remaining after first making the required payments into the Sinking Fund are all hereby ratified and confirmed. All money credited to the Surplus Fund shall be transferred and credited to the Sinking Fund whenever necessary to prevent or remedy a default in the payment of the principal of or interest on the Bonds, the Outstanding Bonds and any Parity Obligations.

As long as the Sinking Fund has the full amounts required to be deposited therein by the Outstanding Bond Resolutions and this resolution, any balance in the Surplus Fund may be

expended by the City in such manner as the Council, or such other duly constituted body as may then be charged with the operation of the Utility, may from time to time direct.

Section 11. All money held in any fund or account created or to be maintained under the terms of this resolution shall be deposited in lawful depositories of the City or invested in accordance with Chapters 12B and 12C of the Code of Iowa and continuously held and secured as provided by the laws of the State of Iowa relating to the depositing, securing, holding and investing of public funds. All interest received by the City as a result of investments under this section shall be considered to constitute Gross Revenues of the Utility and shall be deposited in or transferred to the Sewer Revenue Fund and used solely and only for the purposes specified herein for such funds.

Section 12. The City hereby covenants and agrees with the owner or owners of the Bonds, the Outstanding Bonds and Parity Obligations, or any of them, that from time to time may be outstanding, that it will faithfully and punctually perform all duties with reference to the Utility required and provided by the Constitution and laws of the State of Iowa, that it will segregate the Gross Revenues of the Utility and make application thereof in accordance with the provisions of this resolution and that it will not sell, lease or in any manner dispose of the Utility or any part thereof, including any and all extensions and additions that may be made thereto, until all of the Bonds, the Outstanding Bonds and Parity Obligations shall have been paid in full, both principal and interest, or unless and until provisions shall have been made for the payment of the Bonds, the Outstanding Bonds and Parity Obligations and interest thereon in full; provided, however, that the City may dispose of any property which in the judgment of the Council, or such duly constituted body as may then be charged with the operation of the Utility, is no longer useful or profitable in the operation of the Utility nor essential to the continued operation thereof and when the sale thereof will not operate to reduce the revenues to be derived from the operation of the Utility.

Section 13. Upon a breach or default of a term of the Bonds, the Outstanding Bonds or any Parity Obligations and this resolution, a proceeding may be brought in law or in equity by suit, action or mandamus to enforce and compel performance of the duties required under the terms of this resolution and Division V of Chapter 384 of the Code of Iowa or an action may be brought to obtain the appointment of a receiver to take possession of and operate the Utility and to perform the duties required by this resolution and Division V of Chapter 384 of the Code of Iowa.

Section 14. The Bonds, the Outstanding Bonds or any Parity Obligations shall not be entitled to priority or preference one over the other in the application of the Net Revenues of the Utility regardless of the time or times of the issuance of such Bonds, the Outstanding Bonds or Parity Obligations, it being the intention of the City that there shall be no priority among the Bonds, the Outstanding Bonds or Parity Obligations, regardless of the fact that they may have been actually issued and delivered at different times. The City hereby reserves the right and privilege of issuing additional Parity Obligations.

Section 15. The City agrees that so long as the Bonds, the Outstanding Bonds or any Parity Obligations remain outstanding, it will maintain insurance for the benefit of the owners of the Bonds, the Outstanding Bonds and any Parity Obligations on the insurable portions of the

Utility of a kind and in an amount which usually would be carried by private companies or municipalities engaged in a similar type of business. The proceeds of any insurance, except public liability insurance, shall be used to repair or replace the part or parts of the Utility damaged or destroyed. The City will keep proper books of record and account, separate from all other records and accounts, showing the complete and correct entries of all transactions relating to the Utility, and the owners of the Bonds, the Outstanding Bonds or any Parity Obligations shall have the right at all reasonable times to inspect the Utility and all records, accounts and data of the City relating thereto.

Section 16. The provisions of this resolution shall constitute a contract between the City and the owners of the Bonds and Parity Obligations as may from time to time be outstanding, and after the issuance of the Bonds, no change, variation or alteration of any kind of the provisions of this resolution shall be made which will adversely affect the owners of the Bonds or Parity Obligations until all of the Bonds, the Outstanding Bonds and Parity Obligations and the interest thereon shall have been paid in full, except as hereinafter provided.

The owners of a majority in principal amount of the Bonds and Parity Obligations at any time outstanding (not including in any case any obligations which may then be held or owned by or for the account of the City, but including such obligations as may be issued for the purpose of refunding any of the Bonds or Parity Obligations if such obligations shall not then be owned by the City) shall have the right from time to time to consent to and approve the adoption by the City of a resolution or resolutions modifying or amending any of the terms or provisions contained in this resolution; provided, however, that this resolution may not be so modified or amended in such manner as to:

- (a) Make any change in the maturity or redemption terms of the Bonds or Parity Obligations.
- (b) Make any change in the rate of interest borne by any of the Bonds or Parity Obligations.
- (c) Reduce the amount of the principal payable on any Bonds or Parity Obligations.
- (d) Modify the terms of payment of principal of or interest on the Bonds or Parity Obligations, or any of them, or impose any conditions with respect to such payment.
- (e) Affect the rights of the owners of less than all of the Bonds or Parity Obligations then outstanding.
- (f) Reduce the percentage of the principal amount of the Bonds or Parity Obligations, the consent of the owners of which shall be required to effect a further modification.

Whenever the City shall propose to amend or modify this resolution under the provisions of this section, it shall cause notice of the proposed amendment to be (1) filed with the Lender

and (2) mailed by certified mail to each registered owner of any Bond or Parity Obligation as shown by the records of the Registrar. Such notice shall set forth the nature of the proposed amendment and shall state that a copy of the proposed amendatory resolution is on file in the office of the City Clerk.

Whenever at any time within one year from the date of the mailing of said notice, there shall be filed with the City Clerk an instrument or instruments executed by the owners of at least a majority in aggregate principal amount of the Bonds and Parity Obligations outstanding at the time of the adoption of such amendatory resolution specifically consenting to the adoption thereof as herein provided, no owner of any Bonds or Parity Obligations shall have any right or interest to object to the adoption of such amendatory resolution or to object to any of the terms or provisions therein contained or to the operation thereof or to enjoin or restrain the City from taking any action pursuant to the provisions thereof.

Any consent given by the owners of a Bond or Parity Obligation pursuant to the provisions of this section shall be irrevocable for a period of six (6) months from the date of such consent and shall be conclusive and binding upon all future owners of the same Bond or Parity Obligation during such period. Such consent may be revoked at any time after six (6) months from the date of such consent by the owner who gave such consent or by a successor in title, but such revocation shall not be effective if the owners of a majority in aggregate principal amount of the Bonds and Parity Obligations outstanding as in this section defined shall have, prior to the attempted revocation, consented to and approved the amendatory resolution referred to in such revocation.

The fact and date of the execution of any instrument under the provisions of this section may be proved by the certificate of any officer in any jurisdiction, who by the laws thereof is authorized to take acknowledgments of deeds within such jurisdiction, that the persons signing such instrument acknowledged before such officer the execution thereof, or may be proved by an affidavit of a witness to such execution sworn to before such officer.

Section 17. If any section, paragraph, clause or provision of this resolution shall be held invalid, the invalidity of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this resolution.

Section 18. All resolutions and orders or parts thereof in conflict with the provisions of this resolution are, to the extent of such conflict, hereby repealed.

Section 19. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved January 23, 2018.

Mayor

Attest:

City Clerk

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On motion and vote, the meeting adjourned.

Mayor

Attest:

City Clerk

ATTESTATION CERTIFICATE:

STATE OF IOWA
STORY COUNTY
CITY OF AMES

SS:

I, the undersigned, do hereby certify that I have in my possession or have access to the complete corporate records of the City of Ames, Iowa and of its Council and officers and that I have carefully compared the transcript hereto attached with those corporate records and that the transcript hereto attached is a true, correct and complete copy of all the corporate records in relation to the authorization and approval of a certain Sewer Revenue Loan and Disbursement Agreement (the “Agreement”) and the issuance of \$1,001,000 Taxable Sewer Revenue Bonds (the “Bonds”) of said City evidencing the City’s obligation under such Agreement and that the transcript hereto attached contains a true, correct and complete statement of all the measures adopted and proceedings, acts and things had, done and performed up to the present time with respect thereto.

I further certify that no objections were filed in my office and no objections of any kind were made to the matter of entering into such Agreement or issuing such Bonds at the time and place set for hearing thereon, and that no petition of protest or objections of any kind have been filed or made, nor has any appeal been taken to the District Court from the decision of the City Council to enter into the Agreement or to issue the Bonds.

WITNESS MY HAND this ____ day of _____, 2018.

City Clerk

ESTABLISHMENT CERTIFICATE:

STATE OF IOWA
STORY COUNTY
CITY OF AMES

SS:

I, the undersigned, City Clerk of the City of Ames, Iowa, do hereby certify that I have complete access and control of all of the corporate records of the City and that, based upon examination of such records, I have determined that the City did heretofore establish a Municipal Sanitary Sewer System (the “Utility”), and that the management and control of the Utility are vested in the City Council, and that no board of trustees exists which has any part of the control and management of the Utility.

I further certify that there is not pending or threatened any question or litigation whatsoever touching the establishment, improvement or operation of the Utility and that there are no bonds or other obligations of any kind now outstanding which are payable from or constitute a lien upon the revenues derived from the operation of the Utility, except for the City’s Sewer Revenue Bond, SRF Series 2012, dated November 16, 2012; Taxable Sewer Revenue Bond, SRF Series 2016, dated September 30, 2016; and the current issue of \$1,001,000 Taxable Sewer Revenue Bonds of the City.

WITNESS MY HAND this ____ day of _____, 2018.

City Clerk

COUNCIL ACTION FORM

SUBJECT: 2017/18 SHARED USE PATH SYSTEM EXPANSION – MORTENSEN ROAD

BACKGROUND:

This annual program provides for construction of shared use paths on street rights-of-way, adjacent to streets, and through greenbelts. **The location for this project is along Mortensen Road through the Crane Farm Subdivision, east of South Dakota.** This path is identified in the Long Range Transportation Plan (LRTP) and is also an important component for continuing a Complete Streets approach along this corridor.

Bolton & Menk, Inc., of Ames, Iowa, has completed plans and specifications for this project. On January 17, 2018, bids for the project were received as follows:

<i>Bidder</i>	<i>Bid Amount</i>
Engineer's estimate	\$170,587.00
Con-Struct, Inc.	\$128,280.00
Caliber Concrete LLC	\$129,447.11
Concrete Professionals	\$137,573.51
Howrey Construction	\$137,843.00
Concrete Connection	\$144,172.50
Kington Services LLC	\$146,812.00
Manatt's, Inc.	\$150,782.00
Day Construction Services LLC	\$151,676.00
LAS Construction LLC	\$153,845.60
Absolute Concrete	\$154,979.00
TK Concrete Inc.	\$164,531.00

Costs associated with this project are estimated to include:

Engineering and Construction Administration (estimated)	\$25,656.00
Construction (low bid)	<u>\$128,280.00</u>
Total Estimated Costs	\$153,936.00

This Shared Use Path System Expansion project is shown in the 2017/18 Capital Improvements Plan (CIP) with **funding in the amount of \$285,000** from Local Option Sales Tax.

ALTERNATIVES:

- 1a. Accept the report of bids for the 2017/18 Shared Use Path System Expansion – Mortensen Road project.
 - b. Approve the final plans and specifications for this project.
 - c. Award the 2017/18 Shared Use Path System Expansion – Mortensen Road project to Con-Struct, Inc. of Ames, Iowa in the amount of \$128,280.
2. Award the contract to one of the other bidders.
 3. Do not proceed with this project.

MANAGER'S RECOMMENDED ACTION:

Normally, this path segment would have been paid by the developer. However, in this case, the developer completed certain roadway segments that normally would have been paid by the City. Therefore, in exchange for the developer's work, the City is completing this path segment.

By awarding this project, it will be possible to continue a Complete Streets approach in this corridor and expand our shared use path system. This will also provide better services for residents in the area.

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