

AGENDA
REGULAR MEETING OF THE AMES CONFERENCE BOARD
AND REGULAR MEETING OF THE AMES CITY COUNCIL
COUNCIL CHAMBERS - CITY HALL
FEBRUARY 27, 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: 5:30 p.m.

1. Roll Call
2. Motion approving minutes of January 23, 2018, meeting
3. Resolution approving appointment of Tanya Anderson to Board of Review
4. Public hearing on proposed 2018/19 budget for City Assessor's Office:
 - a. Motion adopting budget

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.

RECOGNITION:

1. Recognition of Ames High School Boys 2018 State Champion Swim Team

PRESENTATION:

2. Presentation of Pedestrian Safety Study Phase II Results

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

3. Motion approving payment of claims
4. Motion approving Minutes of Special Meeting of February 5, 2018, and Special/Regular Meeting of February 13, 2018
5. Motion approving Report of Contract Change Orders for February 1-15, 2018
6. Motion approving new 8-month Class B Beer Permit & Outdoor Service for Homewood Golf Course, 401 E. 20th Street
7. Motion approving new Class E Liquor, C Beer, & B Native Wine Permit for Casey's General

Store #2905, 3612 Stange Road

8. Motion approving new Special Class C Liquor License for Wing Stop, 703 S. Duff Ave. #101 (pending final inspection)
9. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class E Liquor, C Beer, & B Wine – Wal-Mart Supercenter #4256, 534 S. Duff Avenue
 - b. Class C Liquor & Outdoor Service – Buffalo Wild Wings, 400 S. Duff Avenue
 - c. Special Class C Liquor & Outdoor Service – Stomping Grounds, 303 Welch Avenue
10. Request from Mary Greeley Medical Center for Hope Run on Saturday, June 16:
 - a. Resolution approving closure of Mortensen Road from Dotson Drive to State Avenue and State Avenue from Lettie Street to Mortensen Road from 7:30 a.m. to 9:00 a.m.
 - b. Resolution approving waiver of road race fee
11. Request from Raising Readers for Step Into Storybooks on April 14:
 - a. Motion approving blanket Temporary Obstruction Permit for event activities
 - b. Resolution approving closure of Douglas Avenue from 5th Street to 6th Street from 8:00 a.m. to 12:30 p.m.
 - c. Resolution approving waiver of parking meter fees and enforcement for metered spaces on Douglas Avenue between 5th Street and 6th Street and on 5th Street between Douglas Avenue and Kellogg Avenue from 8:00 a.m. to 12:30 p.m.
12. Resolution approving Police Department's application for and participation in Governor's Traffic Safety Bureau Enforcement Grant program
13. Resolution approving Funding Agreement (1-18-ICAAP-01) with Iowa Department of Transportation for South Grand Avenue Extension
14. Resolution awarding contract to Hawkeye Truck Equipment of Des Moines, Iowa, to provide and install one utility body and one crane on City-provided truck chassis in the amount of \$103,550
15. Resolution waiving purchasing policy requirement for competitive bidding and awarding contract for Transformer Repairs for Electric Services to Jordan Transformer, LLC, of Jordan, Minnesota, in the amount of \$66,209.46 (inclusive of Iowa sales tax)
16. Resolution approving preliminary plans and specifications for 2017/18 Asphalt Pavement Improvements; setting March 21, 2018, as bid due date and March 27, 2018, as date of public hearing
17. Resolution approving preliminary plans and specifications for 2017/18 Water System Improvements (Contract #2); setting March 21, 2018, as bid due date and March 27, 2018, as date of public hearing
18. Resolution approving preliminary plans and specifications for 2017/18 Clear Water Diversion; setting March 21, 2018, as bid due date and March 27, 2018, as date of public hearing
19. Resolution approving preliminary plans and specifications for 2017/18 Arterial Street Pavement Improvements; setting March 20, 2018, as bid due date and March 27, 2018, as date of public hearing
20. Resolution approving preliminary plans and specifications for North River Valley Low-Head Dam Improvements; setting March 29, 2018, as bid due date and April 10, 2018, as date of public hearing
21. Resolution approving preliminary plans and specifications for CyRide Bus Lifts Replacement Project; setting March 29, 2018, as bid due date and April 10, 2018, as date of public hearing
22. Resolution approving preliminary plans and specifications for Power Plant Window Replacement; setting March 29, 2018, as bid due date and April 10, 2018, as date of public hearing
23. Resolution approving preliminary plans and specifications for Furnishing two 69kV Circuit Breakers and Capacitor Bank for Top-O-Hollow Substation and two additional Circuit Breakers;

- setting March 28, 2018, as bid due date and April 10, 2018, as date of public hearing
24. Resolution approving Change Order No. 1 for Boiler Maintenance Services for Power Plant
 25. Resolution approving Correcting Change Order to 2014/15 Sanitary Sewer Rehabilitation (Manhole Rehabilitation - Flood Prone Manholes)
 26. Resolution accepting completion of City Hall Gymnasium HVAC Renovations
 27. Resolution approving the Preliminary Plat for 5571 Hyde Avenue (Rose Prairie)

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.**

HEARINGS:

28. Hearing on zoning text amendment relating to changes to garage and accessory building standards:
 - a. First passage of ordinance
29. Hearing on 2016/17 Traffic Signal Program (6th Street/Hazel Avenue):
 - a. Resolution approving final plans and specifications and awarding contract to Voltmer, Inc., of Decorah, Iowa, in the amount of \$236,676.13
30. Hearing on 2017/18 Traffic Signal Program (East Lincoln Way/Dayton Avenue):
 - a. Resolution approving final plans and specifications and awarding contract to Iowa Signal, Inc., of Grimes, Iowa, in the amount of \$309,416.64

PLANNING & HOUSING:

31. Resolution approving Downtown Facade Grants
32. Motion approving 2018/19 Proposed Annual Action Plan Projects for Community Development Block Grant Program
33. Motion approving Letter of Intent to participate in Community Catalyst Building Remediation Program Grant (tabled from February 13, 2018)

WATER & POLLUTION CONTROL:

34. Resolution authorizing staff to initiate land acquisition for North River Valley Well Field Project, utilizing eminent domain, if necessary

ADMINISTRATION:

35. Motion setting date and route for Mayor and City Council's Bike Ride
36. Discussion of additional questions to Resident Satisfaction Survey to replace previous one-time special topics of interest

ELECTRIC SERVICES:

37. MISO Transmission Agreement commitment letter

ORDINANCES:

38. First passage of ordinance restricting parking at all times on north side of Phoenix Street from North Dakota Avenue to Yuma Avenue
39. Second passage of ordinance adopting, by reference, the 2017 Edition of National Electrical Code (NEC) with one local and two State of Iowa amendments

40. Second passage of ordinance assigning recently approved annexed area (Resolution No. 17-698) to Ward and Precinct
41. Third passage and adoption of ORDINANCE NO. 4335 amending *Municipal Code* Chapter 28 to incorporate Pretreatment local limits table

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**

AMES, IOWA

JANUARY 23, 2018

REGULAR MEETING OF THE AMES CONFERENCE BOARD

The Regular Meeting of the Ames Conference Board was called to order by Chairman John Haila at 5:30 p.m. on January 23, 2018. Present from the Ames City Council were Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, David Martin, and Chris Nelson. Story County Board of Supervisors present were Lauris Olson and Rick Sanders. Representing the Ames Community School Board were Luke Deardorff and Gina Perez. Leanne Harter attended on behalf of the Nevada Community School Board. Gilbert Community School District and United Community School District were not represented.

MINUTES OF FEBRUARY 28, 2017: Moved by Sanders, seconded by Corrieri, to approve the Minutes of the February 28, 2017, meeting of the Ames Conference Board.

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

ASSESSOR'S BUDGET PROPOSALS: Ames City Assessor Greg Lynch highlighted information from the City Assessor's 2018/19 Annual Report. Mr. Lynch noted that Bill Whitman has submitted his application to fill one of the two vacancies on the Ames Board of Review. If Mr. Whitman is appointed, there will still be one vacant position on the Board of Review.

Mr. Lynch brought the Board members' attention to Page 3, specifically relating to taxable values. He stated that he had had a meeting with representatives of the Iowa State University Research Park this morning. In summary, there were properties listed as receiving Tax-Increment Financing (TIF) that should not have been. Those numbers have been corrected, and the corrected document had been placed around the dais for the Conference Board members. The overall values increased 11.3%, and the taxable value increased approximately 8%. Those were the largest percentages that had been reported since Mr. Lynch became the City Assessor 12 years ago. According to Mr. Lynch, the sales price for new homes decreased slightly (1.8%). The median sales price decreased 4.6% (from \$365,500 in 2016 to \$348,662 in 2017). The median sales price of existing homes increased 10.8% (from \$195,000 in 2016 to \$216,000 in 2017).

City Assessor Lynch stated that the Assessor's office revalued all single-family residential properties as well as apartments for 1/1/2017, which meant over 18,000 assessment notices were sent. A new model was built by a world-renowned modeler. This new model was employed, which changed the land values. The new model sets the land allocation at 25% of the total value. At the question of Supervisor Sanders, Mr. Lynch clarified that no matter what the land looks like, the land value is always going to be 25% of the total value. Only approximately 3% (of the 18,000 notices, there were 544 protests) of those assessed appealed their assessment to the Board of Review. Fifteen residential cases were filed with the Property Assessment Appeal Board (PAAB). There were nine commercial cases filed with the PAAB, and one with District Court. There is one hearing left to be held on residential; it will occur on February 20, 2018. According to Mr. Lynch, \$15,000 has been budgeted to have the model updated for January 1, 2019. The modeler, Bob Gloudemans, has agreed to formulate and apply the updated model. An additional \$5,000 has been budgeted for other consulting fees on data processing issues. Mr. Lynch explained that, now that the Office has a database management, they are requesting funding to be put back in the budget for the document management system.

Supervisor Sanders asked how Mr. Lynch arrived at a 4% increase for staff salaries. Mr. Lynch replied that the City Assessor's Office tries to match the percentage of increase that is forecast for City of Ames employees. Upon being questioned by Mr. Sanders, City Manager Steve Schainker stated that City of Ames employees' increases are based on performance; it is unknown what the percentage of increase will be at this time. Mr. Sanders indicated that the County is budgeting a 2% cost-of-living increase. City Manager Schainker noted that 4% might realistically mirror what would be allocated for the City of Ames employees.

Mr. Sanders asked for certain line items to be explained: employee mileage and expenses and equipment and machine purchases. Administrative Assistant Dawn Tank responded to each question.

Supervisor Sanders said he wished to share some of the dangers that he sees coming in the future. He stated that the Ames City Assessor and staff do an excellent job. The reality is that there is a huge growth in the cost of operations. In 2016, the budget increased 16.5% to 2017/18. If the proposed budget is approved, it would go up an additional 23.8% in 2018/19, which means that \$344,000 would be expended of a \$598,000 ending fund balance. That would leave 21%, which would probably allow for three months. On a \$1.2 million budget, the taxpayers will be asked for \$872,000 of it this year. However, next year, taxpayers would have to pay the entire amount, which would mean an increase of 33% for Ames taxpayers. Mr. Sanders warned that a large increase is coming for the Ames taxpayers.

According to Supervisor Sanders, seven cities in Iowa have two assessors; Ames is one of them. He would like to have a higher balance than 21% ending balance. Noting that he brought this same topic up last year as a warning that the day is coming when there will have to be a substantial tax increase. He wants to have a real conversation about the way properties are assessed in all of Story County. Mr. Sanders said he wants to have a candid conversation about having two Assessors. Assessor Lynch said, with the extreme growth in Ames, the recommended budget is needed to enable the City Assessor to do the best job possible.

Mr. Sanders said that the City of Ames "holds all the cards." He commented that, "If the City of Ames decides it is going to have a City Assessor, it is going to have a City Assessor." He suggested, however, that a full conversation occur between Story County and the City of Ames regarding efficiencies there might be if services were to be combined.

Chairperson Mayor Haila pointed out that the total payroll and related expenses actually decreased .8%. He noted expenses that would not be there next year; those equated to nearly \$120,000.

Supervisor Sanders said he was not asking for anything tonight; he just wanted to reintroduce the topic. Mayor Haila said what he was hearing from Mr. Sanders was that, in the next few years, he would like to have a conversation and look at the costs for assessing properties in the County. Mr. Sanders clarified that he would like the next step to be, when this group gets together the next time, to have an agenda item where it talks about the possibility of putting some resources into having a consultant to look at different possibilities for doing assessments in Story County.

Moved by Sanders, seconded by Betcher, to approve the recommendations of the Assessor's Report. Roll Call Vote: 3-0. Motion declared carried unanimously.

Moved by Beatty-Hansen, seconded by Harter, to set February 27, 2018, as the date of public hearing on the proposed FY 2018/19 City Assessor's budget.

Roll Call Vote: 3-0. Motion declared carried unanimously.

APPOINTMENT TO BOARD OF REVIEW: Moved by Nelson, seconded by Harter, to adopt RESOLUTION NO. 18-009 approving the appointment of Bill Whitman to the Board of Review.

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

Supervisor Olson stated that there had been an inquiry from the Auditor's Office to meet with the City Assessor's Office pertaining to process bumps when it comes to property splits. This had been brought up at the Mini Board. Ms. Olson said she was just notifying the City Assessor's staff of the need to meet. Mayor Haila encouraged staff from the City Assessor's Office to contact the Story County Auditor to schedule a meeting.

ADJOURNMENT: Moved by Beatty-Hansen, seconded by Olson, to adjourn the Ames Conference Board meeting at 6:13 p.m.

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

Diane R. Voss, City Clerk

John A. Haila, Chairperson

Gregory Lynch, Ames City Assessor



Caring People ♦ Quality Programs ♦ Exceptional Service

MEMO

CB3

TO: Members of the City Council
FROM: John A. Haila, Chairperson
DATE: February 27, 2018
SUBJECT: Appointment to Board of Review

Board of Review Member Judy Albright has submitted her resignation from the Board because she is no longer living in Ames. Her term of office does not expire until December 31, 2018; therefore, it will be necessary for the Conference Board to fill this position.

Tanya Anderson has indicated her interest in serving on the Board of Review. Therefore, it is my recommendation that the Conference Board appoint Tanya Anderson to serve the remainder of this unexpired term. Tanya may be reappointed should she wish to serve a full six-year term of office.

LINCOLN WAY MULTIMODAL CROSSING DATA COLLECTION AND ANALYSIS

PHASE 2 – RECOMMENDATIONS SUMMARY

PREPARED FOR:

IOWA STATE
UNIVERSITY



FEBRUARY 2018



Lincoln Way Recommended Actions

Summary of Discovery Findings

Through technical assessment of the range of physical and operations improvement strategies and coordination with the Working Group that was involved throughout Phase 1 (Discovery) and Phase 2, recommended enhancements were developed for the two primary intersections of:

- Lincoln Way/Welch Avenue.
- Lincoln Way/Stanton Avenue.

The listed intersections were the primary focus of this phase as they currently experience safety and/or uncontrolled pedestrian activity warranting action. Reasons for concluding action is warranted are:

- Lincoln Way/Welch Avenue:
 - **Crash Severity:** Over the most recent five-year period crashes occurring at the intersection reflected more crashes that resulted in injuries than over intersections in the corridor and more than similar intersections across the state.
 - **Crashes Involving Pedestrians:** Drilling into conditions that exist relative to the elevated severity reveals more pedestrian-vehicle involved crashes than occur at other intersections in the corridor and at similar intersections across the state.
- Lincoln Way/Stanton Avenue:
 - **Uncontrolled Pedestrian Crossing Levels:** Stanton Avenue is one of two intersections (Gray Street is the other) between Sheldon Avenue and University Boulevard without a signalized pedestrian crossing. While there is not a marked and controlled pedestrian crossing, more than 230 pedestrians were observed crossing Lincoln Way at Stanton in the pedestrian peak hour during the data collection period.
 - **Elevated Crash Rate:** The crash rate observed at the intersection over the last five years (2007-2016) is higher than the critical crash rate. The observed crash rate over the period is 0.73 crashes per million entering vehicles and the critical crash rate is 0.33 crashes per million entering vehicles.
 - **Minor Sight Distance Issues:** On-street parking spaces on the south side of Lincoln Way and directly west of Stanton Avenue create the potential for

obstructed sight distance for vehicles on the south approach. While automobiles parked in the first stall or two do not create an issue, should a larger commercial vehicle be parked, there is the potential for obstructed views for drivers and pedestrians.

Recommended Physical Corridor Changes

To address safety and pedestrian crossing concerns identified in Phase 1-Discovery, three levels of improvement strategies have been identified. The levels reflect:

- **Low Cost Investment:** Improvements reflect lower cost concepts that actively address safety concerns. Lower cost investments represent construction costs of less than \$20,000.
- **Moderate Cost Investment:** Improvements to address safety concerns in the construction cost range of \$20,000 to \$100,000.
- **Higher Cost Investment:** Improvements with construction costs in excess of \$100,000.

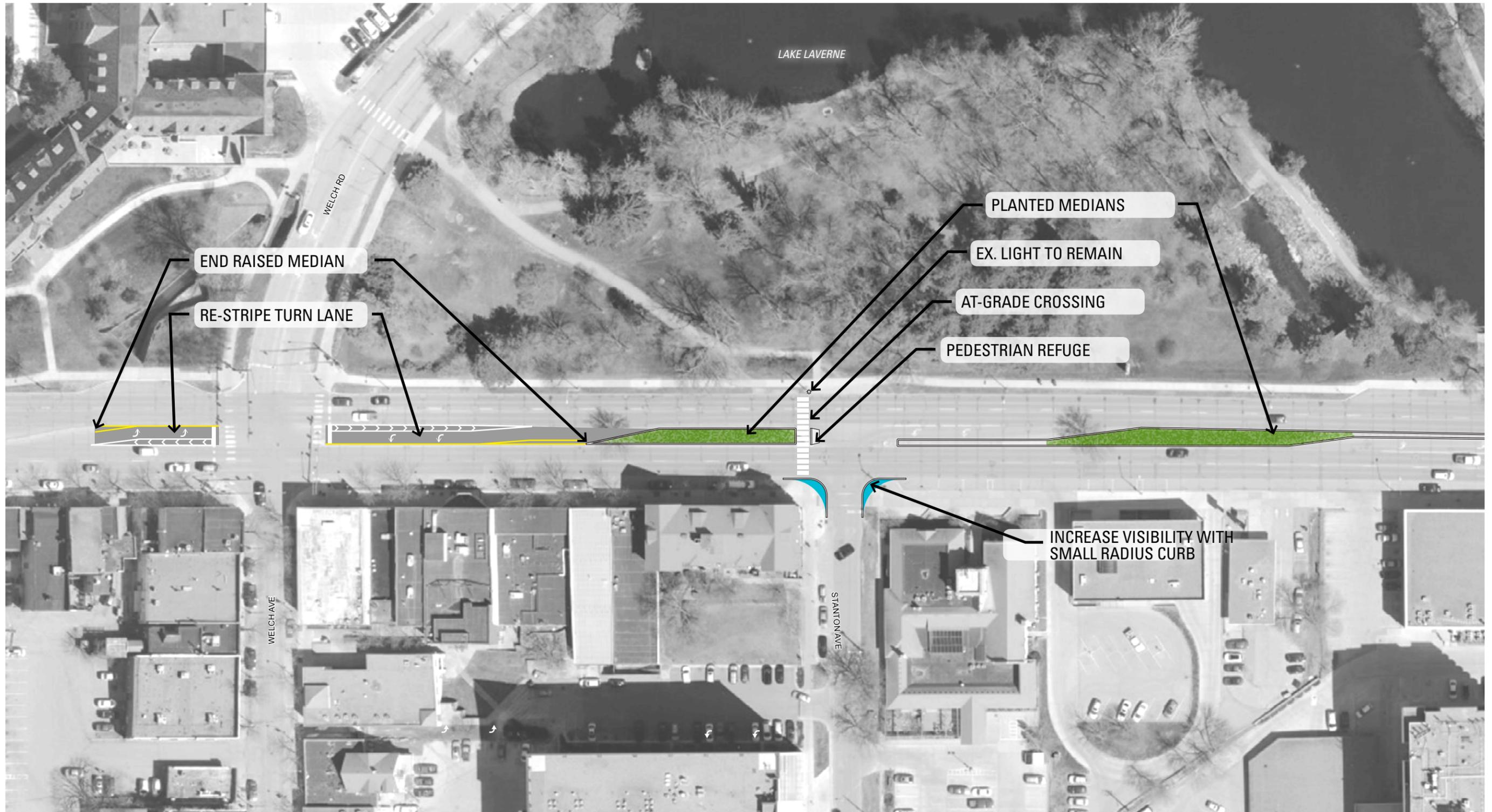
Recommended physical changes at the Lincoln Way/Welch Avenue intersection are intended to increase the level of pedestrian compliance with walk indications by removing the two-stage crossing promoted by the raised median currently present. Recommendations for the intersection fall into the moderate cost category.

While study of the pedestrian compliance with signal indications associated with the presence of a median is relatively limited, those identified suggest an 18 percent reduction in compliance when a median is present¹. By removing the current four-foot wide raised median (which is not intended to be a pedestrian refuge) through the left turn lane and replacing it with a painted separation between the left turn and inside through lane the ad hoc refuge created by pedestrians is eliminated. Thus, the ability to make a two-stage crossing against the WALK indication is substantially reduced. Figure 1 displays the recommended concept for reconfiguring left turn lanes on Lincoln Way at Welch Avenue.

Recommendations from the study for the Stanton Avenue intersection reflect physical changes focused on one of two alternate philosophies of addressing observed conditions:

- **Discourage pedestrian crossing at the intersection:** To significantly reduce pedestrian crossing of Lincoln Way at Stanton Avenue the Working Group supported a physical barrier (fence) be added to the median and the median break

¹ Pedestrian Compliance with Concurrent and Exclusive Phasing at Traffic Signals, Kevin R. McKernan University of Connecticut, 2015



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Figure 1

along Lincoln Way be eliminated. By removing the median break, a continuous barrier between controlled intersections at Welch Avenue and Lynn Avenue is possible and was proposed as the most effective option to discourage pedestrian crossing.

- **Permit pedestrian crossings and improve safety:** Features that result in discouraging pedestrian crossing at Stanton Avenue are relatively costly, increase maintenance costs, and restrict access at Stanton Avenue to right-in-right-out. If these impacts are too intrusive at the intersection and surroundings areas to be accepted by pedestrians and/or travelers, the recommended alternative is to provide a marked, but uncontrolled pedestrian crossing.

Consensus of the Working Group was eliminating the uncontrolled pedestrian activity at Stanton Avenue was preferred, however, it was also the majority opinion that creating the continuous barrier required to eliminate crossings was very intrusive and had substantial negative vehicle impacts. Thus, the initial recommendation for the intersection was to establish a marked, but uncontrolled pedestrian crossing. Figure 1 highlights the concept that includes:

- Painting a crosswalk across the west side of the intersection.
- Reconstructing the west side median to provide an ADA compliant crossing and pedestrian refuge in the median. Providing an adequate crossing will require reconstructing a portion of the eastern portion of the west side median.

Corridor Signal Timing Update

In addition to location specific improvement strategies, an update of the signal timing and offsets between intersections was recommended to address the following:

- **Reduce pedestrian and vehicular delay currently observed:** While the current signal timing supports acceptable operations in the peak and off-peak periods (level-of-service C or better), updating the timing from the circa-2008 plan, can have the following benefits:
 - Reduce average pedestrian delay by approximately 10 to 23 percent depending on the intersection, which can improve compliance with signal indication as the wait time is less.
 - Reduce average vehicular delay by approximately 20 percent.
- **Reduce the number of stops vehicles traveling through the corridor experience per trip:** By updating the signal timing to better reflect current traffic, average stops can be reduced by approximately 18 percent.

- Reduce corridor vehicle travel time: As much of the time spent traveling through the corridor is delay associated with stopping at a signal, reducing the stops will reduce the overall travel time. The proposed update to signal timing is anticipated to reduce corridor travel time by approximately 15 percent.

Associated with the signal retiming, the Working Group supported incorporating a leading pedestrian interval (LPI) at Welch Avenue, which will give pedestrians the WALK indicator for approximately four to 10 seconds (depending on approach) to at least cross one lane of traffic before vehicles on Welch Avenue are given the green light to proceed. The primary benefit of the early release is pedestrians are more visible to drivers, which results in a reduction in vehicle-pedestrian crashes and severe crashes. Based on pedestrian and vehicle traffic travel patterns, implementing a LPI with the timing update, the following improvements can result:

- **Severe Crashes:** Reduced by 64 percent.
- **Vehicle-Pedestrian Crashes:** Reduced by 59 percent. It should be noted, five of the seven crashes observed over the most recent 10-year period (2008-2017) are correctable by including the leading pedestrian interval application.

Planning Level Cost Estimates of Recommended Changes

Basic unit cost based construction cost estimates were prepared for the physical change alternatives included in the recommended plan for Lincoln Way at Welch Avenue and Stanton Avenue. Estimates are based on the following general elements:

- Demolition of current curbs/medians.
- Reconstruction of the median as needed to relocate the curbline.
- Repaving the existing roadway in construction areas.
- Painting affected crosswalks (new and rehabilitated).
- Limited landscaping rehabilitation.

Table 1 documents the estimated costs associated with each of the recommended physical changes to the intersections. The table also includes planning level cost estimates of creating a pedestrian crossing barrier at Lincoln Way/Stanton Avenue by closing the median opening and constructing a median fence from east of Welch Avenue to west of Lynn Avenue.

Table 1. Physical Change Planning Level Cost Estimates

Location	Description	Low Cost	High Cost
Welch Avenue	Remove concrete median Reconstruct concrete median nose Repave Repaint crosswalk Restripe turn lane	\$8,500	\$10,000
Stanton Avenue - Cross Walk	Remove concrete median Repave Patch median curb Repaint crosswalk Curb ramps Curblines modifications	\$12,000	\$15,000
Stanton Avenue- Median Closure/ Barrier	Remove concrete median Remove base material Add soil Patch median curb landscaping Black picket-style fence in median	\$100,000	\$125,000
Corridor Retiming	Implement signal cycle length, phasing plan and offset recommendations from study.	Minimal - Staff time only. Plans from study readily implementable	

Lincoln Way Multimodal Safety and Operations Study

City and University Summary Presentation

February 27, 2018



Agenda

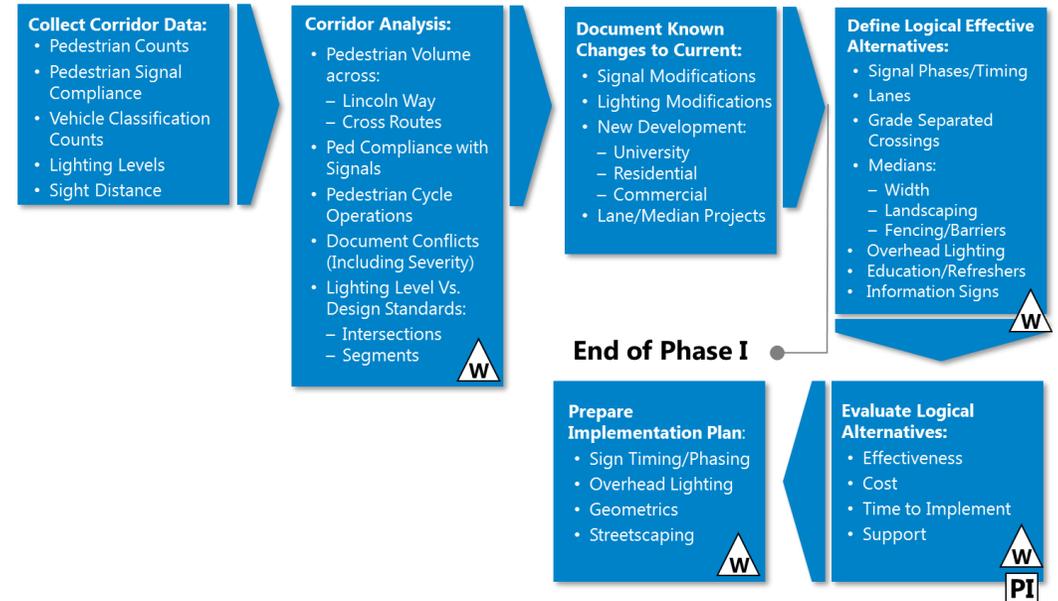
- Introductions
- Study Overview:
 - Phase 1 - Discovery
 - Phase 2 – Improvement Recommendations
- Data Collected and Used:
 - Pedestrians
 - Bicyclists
 - Vehicle operations
 - Physical features/conditions

Study Limits



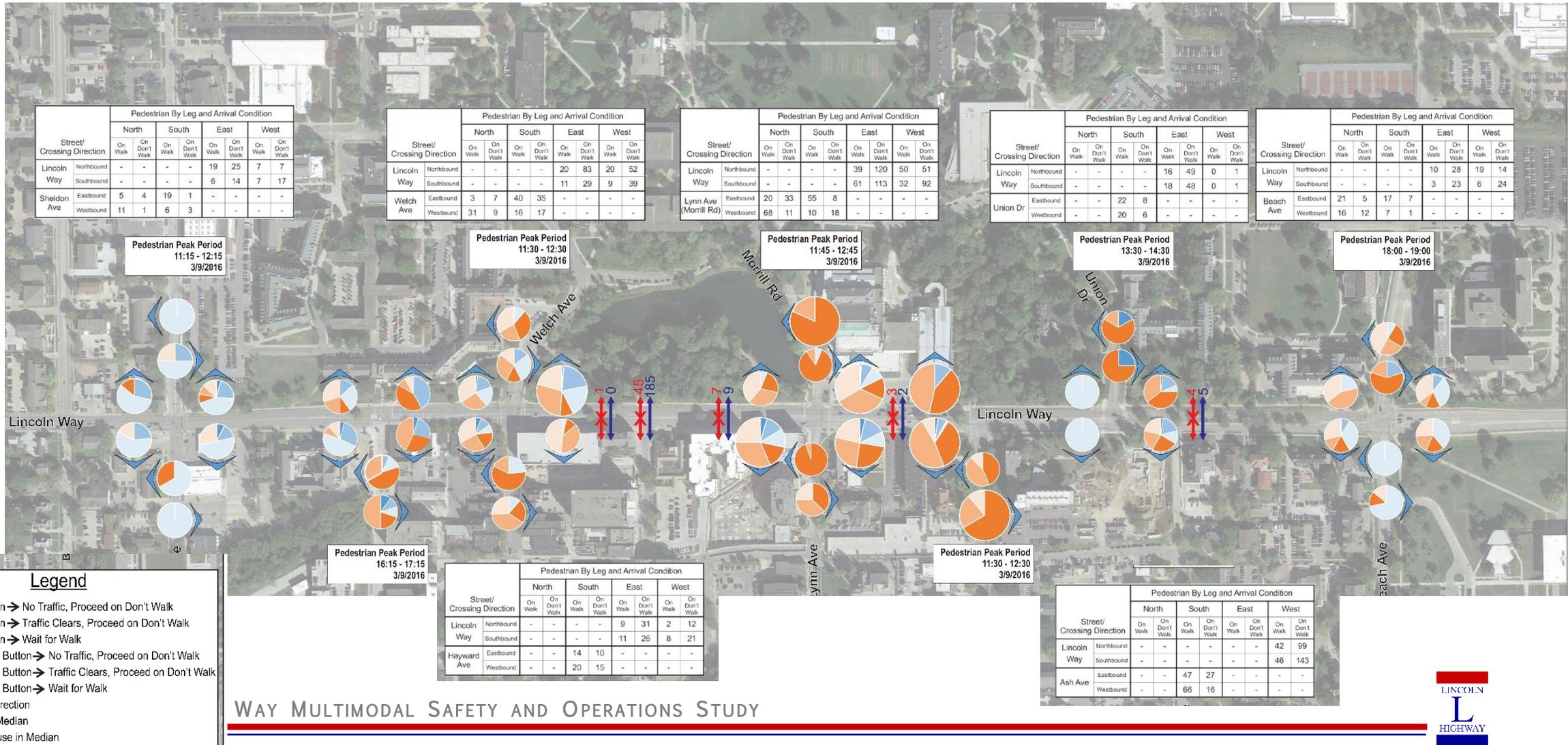
Corridor Study Work Plan - Purpose

- Are there Safety/Operations Concerns?
- Do Current Physical Features/Conditions Contribute?
- If Yes, Are there Options to Address:
 - Adding Time to Travel – Negative
- Supports More Global Efforts:
 - Long Range Transportation Plan
 - Transit Redesign
 - Complete Streets Policy Development/ Application



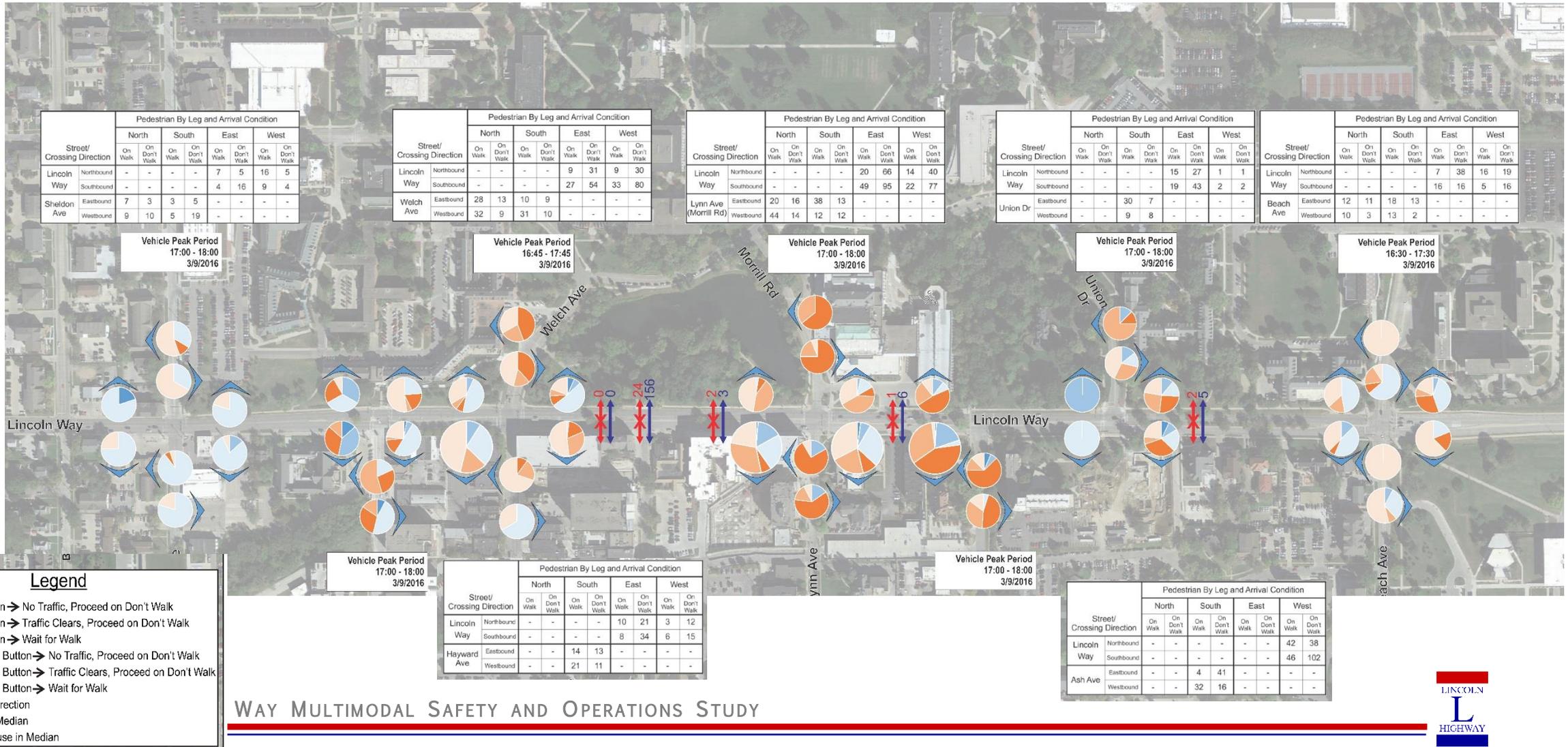
Composite – Ped Compliance and Mid-Block Compliance

Peak Pedestrian Hour



Composite – Ped Compliance and Mid-Block Compliance

Peak Vehicle Hour



Study Summary

Phase 1

Phase 2

Discovery

- NO Design Deficiencies
- NO Sight Distance Issues
- Pedestrian Signal Compliance - Issue Throughout Corridor
- Welch Avenue:
 - Elevated Severity Veh-Ped Crashes
- Stanton Avenue:
 - Elevated Crash Rate (Veh-Veh)
 - Ped Volume - Unmarked Crosswalk
- Sheldon Avenue:
 - Elevated Crash Rate (Veh-Veh)

Strategies/ Screening

- Education
- Geometric Changes
- Timing/Operations Changes

Effectiveness

- Safety
- Compliance
- Operations
- Access

Support Cost

Recommendations

- Small Steps:
 - Update Signal Timing
 - Welch LPI
 - Stanton Xwalk
- Large Steps:
 - Welch Median Changes
 - Median Barrier at Stanton

Engagement - Outreach

- Survey
- Working Group
- Administration Briefings
- Public Meeting

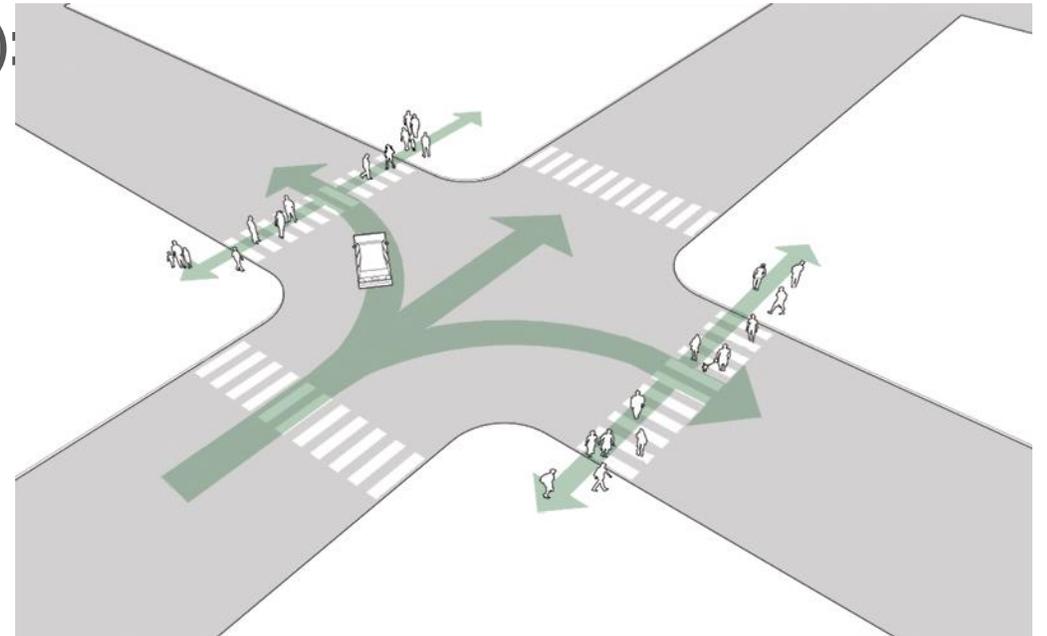
Countermeasures to Address Concerns



- Themes:
 - Complement Travel Pattern
 - Sensitive to Time
 - Reduce Conflict Points:
 - Spatial Changes
 - Temporal Changes
- Strategies:
 - Change Signal Operations:
 - Improve Efficiency
 - Separate Pedestrians - Vehicles
 - Construction
 - Education
 - Replace Equipment

Traffic Operations Recommendations

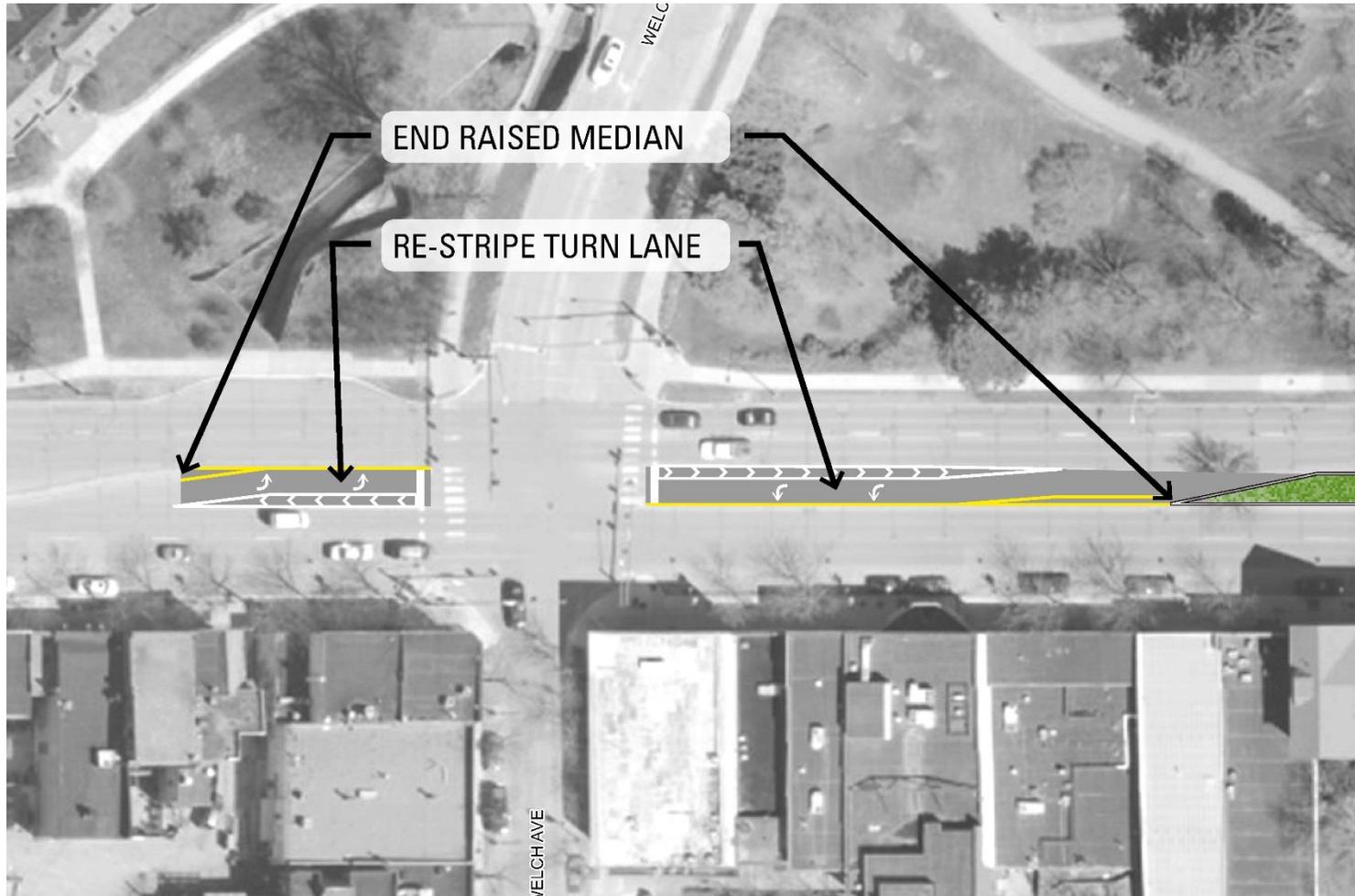
- Update Corridor Signal Timing:
 - Reflect Current Traffic
 - Provide Recommendations for Monitoring and Updating
- Implement **Leading Pedestrian Intervals (LPI)**:
 - Peds get WALK Before Vehicles get Green
 - Pedestrians Establish Position ahead of Turning Traffic)
 - Length - Allow pedestrian to Cross ONE Lane of Traffic



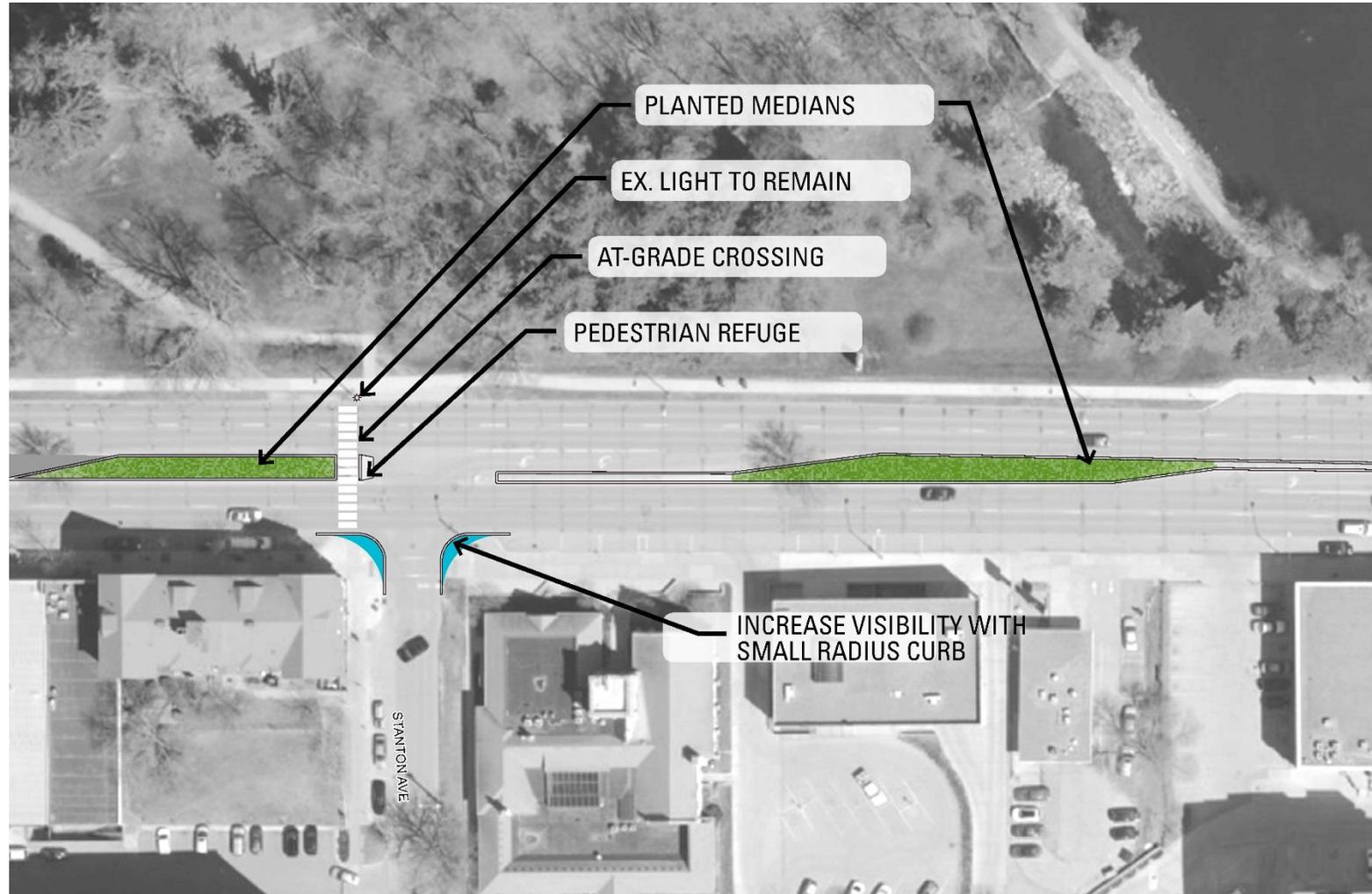
Welch Avenue – Remove Raised Median



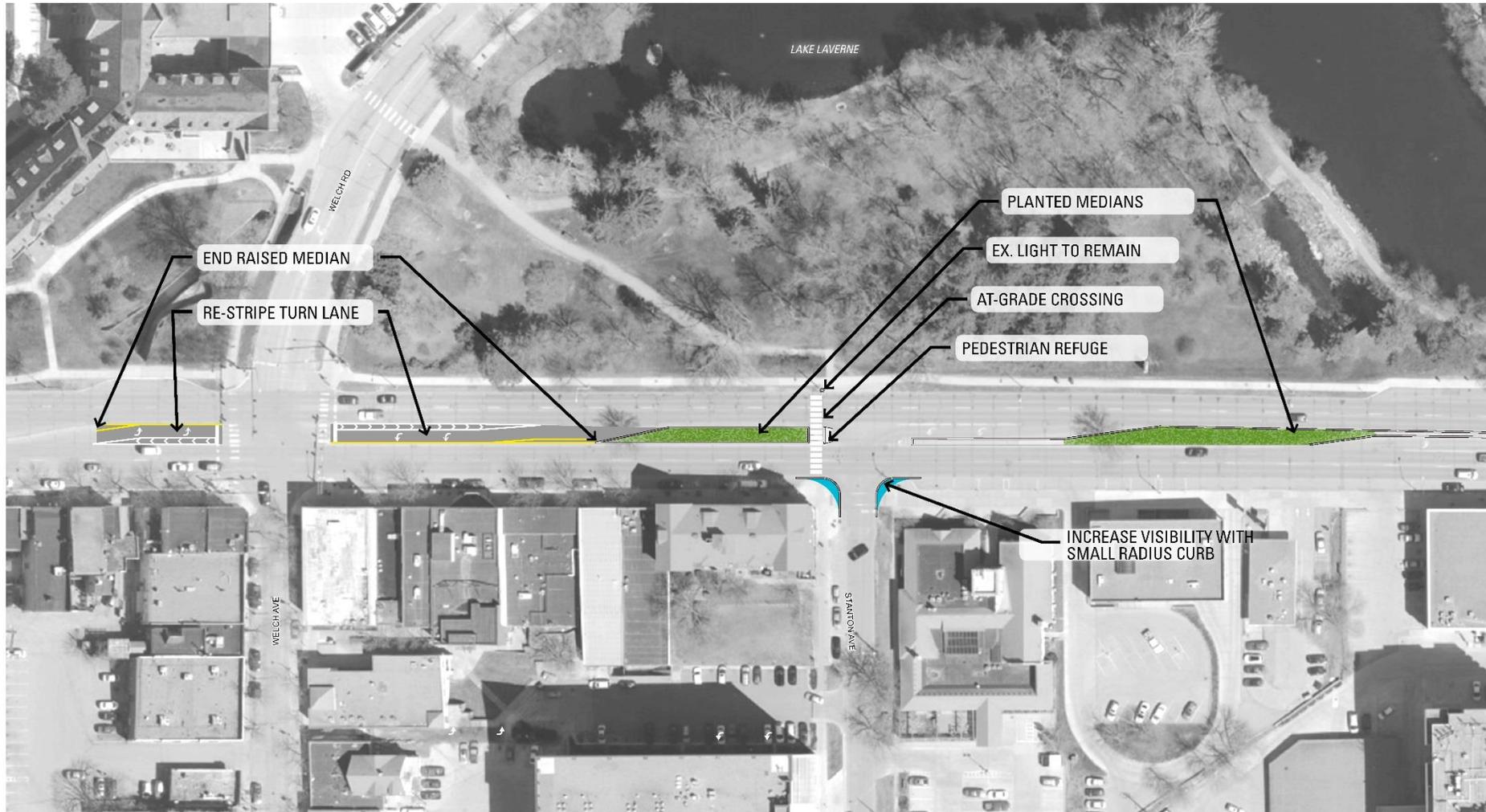
Welch Avenue – Remove Raised Median



Lincoln Way at Stanton Avenue – Recommendation



Welch and Stanton Avenues – Recommendation



Traffic Recommendations – Update Signal Timing

- Update Intersection and Corridor Signal Timing:
 - Reflect Current Traffic
 - Provide Recommendations for Monitoring and Updating
- Benefits:



↓ 20-23%
VEHICLE DELAY



↓ 10-23%
PEDESTRIAN
DELAY



↓ 18%
VEHICLE STOPS



↓ Up to 15%
CORRIDOR
TRAVEL TIME



No Change
SEGMENT
SPEED



↓ 59%
VEHICLE-PED
CRASHES



↓ 64%
SEVERE
CRASHES

Wrap Up

- Final Questions/Discussion
- Follow-up?



MINUTES OF THE SPECIAL MEETING OF THE AMES CITY COUNCIL

AMES, IOWA

FEBRUARY 5, 2018

The Ames City Council met in Special Session at 7:00 p.m. on the 5th day of February, 2018, in the Farwell T. Brown Auditorium at the Ames Public Library, 515 Douglas Avenue, pursuant to law. Mayor John Haila called the Meeting to order on behalf of the Ames City Council. Chairperson Sarah Buck called the meeting to order on behalf of the Mary Greeley Medical Center (Hospital) Board of Trustees. Chairperson Rick Sanders called the meeting to order on behalf of the Story County Board of Supervisors. In addition to Mayor Haila, the following City Council members were present: Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, David Martin, and Chris Nelson. Representing the Hospital Board of Trustees, in addition to Chairperson Buck, were Brad Heemstra, Mary Kitchell, Ken McCuskey, and Beth Swenson. In addition to Chairperson Sanders, Story County Supervisors Martin Chitty and Lauris Olson attended.

Others Present:

Julia Johnston, Parks and Recreation Commission Member
Ed Moran, Parks and Recreation Commission Member
Jeremy Bristow, Parks and Recreation Commission Member
Pam Cain, Iowa State University
Nancy Carroll, Director of Heartland Senior Services
Bob Gelina, Heartland Senior Services Board Member
Nicole Facio, Heartland Senior Services Board Member
Winnie Gleason, Heartland Senior Services Board Member
Jane Halliburton, Heartland Senior Services Board Member
Peter Martin, Heartland Senior Services Board Member
Leo Milleman, Heartland Senior Services Board Member
Harold Pike, Heartland Senior Services Board Member

REVIEW OF HEALTHY LIFE CENTER CONCEPT: Facilitator Donna Gilligan noted that the purpose of the Healthy Life Center is to provide a one-of-a-kind Center that makes the life-long goal of healthy living accessible and enjoyable to people of all ages and socio-economic status. Ms. Gilligan stated that the Healthy Life Center Steering Committee had been meeting regularly since November of 2016.

Gary Botine, Mary Greeley Medical Center Chief Financial Officer, stated that there are six entities who are collaborative partners in the concept of a Healthy Life Center: the City of Ames, represented by City Manager Steve Schainker and Parks and Recreation Director Keith Abraham; Mary Greeley Medical Center, represented by President and Chief Executive Officer (CEO) Brian Dieter and Chief Financial Officer Gary Botine; Heartland Senior Services, represented by Director Nancy Carroll and Linda Glantz Ward; Iowa State University, represented by Laura Jolly and Pam Elliott Cain; Des Moines Area Community College (DMACC), and Story County, represented by Deb Schildroth. He noted that DMACC is now represented by Art Brown after the retirement of Kim Linduska.

Mr. Botine reiterated the purpose of the Health Life Center and noted the key drivers that support it: Physical activity, social networks, health and nutrition. These three drivers all center around "Live Well, Be Well." It was stated by Mr. Botine that the Healthy Life Center is a holistic approach focused on health promotion. It would support physical activity, create social connections, enhance long-term health, teach nutritional behavior, and connect multi-generations.

Conceptual images were shown of the warm-water recreational basins; a therapy pool; MGMC's physical therapy area; the teaching/participation kitchen and community gardens; the lobby; a café; gymnasiums; a walking and jogging track; a multi-purpose room; weights/cardio open space; child watch; a children's all-inclusive playground; an area for arts/crafts/music; meeting rooms; and the Heartland Senior Services area, which would include the Adult Day Center, Outreach Services, and Administration. Mr. Botine emphasized that the child watch area is not a child daycare. The child watch area would be a safe area where the children can be taken for an hour or so while parents are participating in a class or event at the Center.

According to Mr. Botine, the proposed location for the Center is at Ontario and Scholl Road. Iowa State has proposed the location on land that it currently owns. The City would own and manage the Healthy Life Center.

Ames Parks and Recreation Director Keith Abraham summarized the developments that that occurred since November 1, 2016. He noted four main items, as follows:

1. The Ames Community School District will be constructing its own competitive pool to be located at Ames High School.
2. The Boys and Girls Club, Youth and Shelter Services, and Child Serve will be participating in the Center programmatically.
3. The ten-acre site does not allow for enough space to construct six indoor tennis courts and seating.
4. A meeting was held on January 18 to hear concerns from adjacent neighborhoods. Seven hundred and fifty letters were sent inviting residents within the boundaries of Hyde Avenue to North Dakota and Ross Road to the railroad tracks to the meeting. There were approximately 50 in attendance on January 18. The biggest concern expressed was the amount of traffic that the Center would generate. According to Mr. Abraham, the comments, overall, were very positive.

Planning Study Overview. Al Oberlander, RDG Planning & Design, Des Moines, explained the scope of the Study, which included a market analysis, site analysis, size of facility, sharing opportunities, concept design, construction and soft costs, operational costs, anticipated revenue, and promotional tools. Mr. Oberlander felt that the process was very inclusionary, participatory, and positive.

Ken Ballard, Ballard*King, Denver, Colorado, presented the Demographic Analysis. The Primary Service Area would include Ames Proper. The Secondary Service Area, which means that the people in that area would travel the distance to the Healthy Life Center once a week or more, would include Story City on the north, Boone on the west, Huxley on the south, and Nevada on the east. Mr. Ballard noted that the Secondary Service Area is inclusive of the City of Ames. A summary of the demographic characteristics was given. Ames has a population of 65,000 and the Secondary Service Area takes the total population to 111,500, which is a significant population to rely on the operation of a full-service Healthy Life Center. Mr. Ballard also stated that the characteristics of the population are heavily impacted by the presence of the students at Iowa State University in the following ways: younger median age, fewer households with children, and lower household income levels. All of those factors were considered in the Study.

Story County Supervisor Olson asked how the fact that Story City and Huxley already have their own recreation/wellness centers and Nevada is considering having one factored in the Analysis. Mr. Ballard said that the Study took that into consideration as well as Marshalltown having a YMCA, which could

affect the eastern board of the Secondary Service Area. Everything was balanced with whatever other opportunities are in place and its price points.

Mr. Ballard described the challenges and opportunities that were considered as part of the Market Analysis.

At the inquiry of City Council Member Betcher, Mr. Ballard explained how comparables were assessed. Mr. Ballard said that it addresses a lot of needs for a lot of people in one facility. The Healthy Life Center will also be different because it is not a membership-based facility. The facility will also have a number of meeting places and educational opportunities; it is not just an athletic facility.

Supervisor Olson asked to know the justification as to why citizens would pay to replace other places where similar services are provided, e.g., The Octagon. Mr. Ballard said the only place that would be replaced would be Heartland Senior Services, which will be greatly improved and have more services added. Otherwise, the Center would be adding even more opportunities to what is already present. He emphasized that what is being proposed will be a complete healthy living concept.

City Council Member David Martin noted that the proposed facility would be close to an area known as Reactor Woods, which includes a small network of trails. He asked if access to that area would continue and if maintaining the beauty and solitude of the area had been taken into consideration. Parks and Recreation Director Abraham replied that he has had a number of conversations with Cathy Brown from ISU about Reactor Woods. He advised that the City's Capital Improvements Plan does include a project to put a bridge over Squaw Creek, and the City's Long-Range Transportation Plan recommends a trail that would go from that bridge up along Scholl Road all the way to Ontario, which would provide access to the west side of Squaw Creek. There is some farmland behind that, which is farmed by Iowa State University, and conversations have occurred as to whether the whole area could be some kind of a central park, but nothing is definite at this point.

Design Concepts. Mr. Oberlander reviewed the key design considerations. Justin Platts, RDG Planning & Design, Des Moines, Iowa, showed a site plan of the facility proposed to be located at Ontario Street and Scholl Road, noting specifically the parking area (400 spaces), the community gardens, playground, and storm water detention. Mr. Oberlander showed conceptual floor plans for the first and second floors, explaining the unique characteristics of each area of each floor.

Hospital Board of Trustee Swenson asked about the size of the community gardens. Mr. Platts estimated that the gardens would be between 3,000 - 4,000 square feet; however, it would depend on how the gardens are ultimately laid out.

City Council Member Betcher asked about storm shelters. Mr. Oberlander stated that, typically, in a facility like this, locker rooms could be constructed as storm shelters. Windowless areas could be strengthened for use as storm shelters.

David Schwartz, Waters Edge Aquatic Design, Lenexa, Kansas, explained the conceptual designs for the zero-depth pool and current channel ("mini lazy river"), six-lane lap pool, therapy pool, and the slides, which will have very unique features.

Brad Rodenburg, RDG Planning & Design, Des Moines, Iowa, showed aerial views of the site and views from Ontario Street, from the south with the water slide, a view of the entrance and of the lobby.

City Council Member Martin thanked the design team for including the walking track and stated that he was pleased with the way it winds around inside the facility. He also expressed appreciation of the inclusion of a café. Mr. Martin asked if the parking lot would be able to accommodate food trucks. Mr. Oberlander stated that the parking lot would have room for food trucks. There is also the possibility of paving some of the land by the storm water retention area for parking food trucks.

Heartland Senior Services Board Member Halliburton emphasized that the Heartland Senior Services part that is separate is primarily for the Adult Day Center. She said as she understands it, other seniors who use other services will be going through the main entrance. Ms. Halliburton commented that she saw this facility as being wonderful for care givers, whose loved one could be in the Adult Day Center and they could have some time to relax or participate in other activities in the facility. Ms. Halliburton said she realizes that this is still in the feasibility phase, but as the details are worked out, she would like to see energy-saving measures, e.g., passive solar or have it be tied in with all of the other energy-conservation measures that Ames and Story County have been known to do.

Financial Overview. Mr. Oberlander summarized the projected capital costs (based on 2019 dollars). The total construction costs are estimated at \$38,200,000. Soft costs, described as land, furniture, equipment, fees, construction testing, surveys, soils, and contingency, are projected to be approximately \$10,500,000. The total project costs, all-inclusive, are estimated to be \$48,700,000.

Story County Supervisor Olson asked how much would be paid for land acquisition. Mr. Oberlander stated that \$330,000 would be paid to Iowa State University for the land.

Mr. Ballard explained the operational budget. Expenses are estimated at \$3,201,421 (without debt service). Approximately \$2,727,557 in revenues is expected, which leaves a shortfall of \$473,865. The breakdown of how any shortfall would be paid was described. The projected fee structure and use projections were also detailed by Mr. Ballard.

City Manager Schainker said that it is important that this facility be available to people of all ages and socio-economic status. Director Abraham explained that the facility will be made affordable to those with low- to moderate-incomes.

It was pointed out by Mr. Schainker that the purpose of this facility is collaboration. Area agencies and private-sector groups could be teaching classes or providing activities in the facility. There will be college students working with different groups. Nancy Carroll noted that the Steering Committee could not find another facility in the nation where there are six entities or agencies working collaboratively on such an endeavor. She emphasized that the programming is going to make this facility unique. Regarding being in competition with other cities, Mr. Schainker pointed out that there is no other facility that has all these services under one roof. No other city has indoor aquatics features like this facility will have. This will be a facility to serve all ages that no one else has. It will be a very valuable asset to all the entities and surrounding communities.

Hospital Trustee Swenson asked whether the community lunches will continue to be provided. She noted that oftentimes that is the only hot meal some seniors have. Ms. Carroll answered that they will continue to provide the approximately 125 meals/day to seniors in their homes. The congregate meals will also continue in the new facility; however, the logistics are not yet known.

Heartland Senior Services Board Member Martin commented that Iowa State University has a new nursing program, which would fit well with this facility as well as the gerontology programs. He noted that every third death is due to life style, and changing those life styles to include learning about nutrition and more exercise could extend life expectancies and also lower health costs.

Mary Greeley Medical Center CEO Brian Dieter noted the recommended funding streams to pay for the estimated project budget of \$48,700,000, as follows:

City of Ames	\$17,000,000
MGMC	7,000,000
Heartland	3,500,000
Story County	3,000,000 (64%)
Philanthropic	18,200,000 (37%)

It was emphasized by Mr. Dieter that future approvals will be required by each entity. Mr. Schainker noted that a bond issue would have to be approved as well. He detailed the shared percentage of the aquatics and the dry amenities deficits. The proposed partner operational contributions were also shown.

Craig Ogilvie, 3226 Bayberry Road, Ames, advocated for the possibility of an actual full child-care center to be located in the facility. He believes that there is a critical need in Ames and Story County for more child-care facilities.

Next Steps. City Manager Schainker noted the next steps that will happen from today through July 2018. The anticipated sequential steps of the three- to four-year process were also described.

ADJOURNMENT: The meeting was adjourned at 9:25 p.m.

Diane R. Voss, City Clerk

John A. Haila

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

AMES, IOWA

FEBRUARY 13, 2018

SPECIAL MEETING OF THE AMES CITY COUNCIL

The Ames City Council met in Special Session for the budget wrap-up at 5:15 p.m., followed by its Regular Meeting, on the 13th day of February, 2018, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law with Mayor John Haila presiding and the following Council members present: Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, Chris Nelson, and David Martin. *Ex officio* Member Rob Bingham was also in attendance.

Mayor Haila announced that the Agenda had been amended to include authorizing the Main Street Cultural District to apply, on behalf of the City of Ames, for grant funds from Prairie Meadows for Bandshell Park Improvements.

FY 2018/19 BUDGET WRAP-UP:

PUBLIC ART COMMISSION (PAC): Assistant City Manager Bob Kindred introduced the Public Art Commission Chair Kerry Dixon and Treasurer David Faux. He pointed out that the Commission request is \$5,000 more than the original amount put into the budget last fall.

Kerry Dixon, 1215 - 26th Street, Ames, Chairperson of the Public Art Commission (PAC), stated that the request for funds for FY 2018/19 is \$46,000. The current allocation is \$41,000. The additional \$5,000 will go into the Ames Annual Outdoor Sculpture Exhibition (AAOSE) fund. There had been discussions with the South Duff Business District on the potential development of a larger sculpture format for the AAOSE display area there. The additional funds would help purchase the pads that hold the sculptures. The first sculptures would be placed during the summer of 2019.

ARTS FUNDING (COTA): Assistant City Manager Brian Phillips stated Council previously authorized no net increase over the current year. \$163,979 for the funding individual arts agencies for ongoing operating expenses and a portion of that was set aside for Special Project Grants that are awarded twice a year for unique opportunities that come up. The Commission would like to provide more funding through Special Project Grants (SPG). The maximum awarded amount for SPG has increased from \$750 to \$1,000. The intent is to encourage creative and unique opportunities. Commission allocated \$157,100 to individual agencies and recommending reservation of \$6,879 for special projects. Fourteen agencies have applied for funding this year. The Commission has put together recommendations for funding to the agencies.

HUMAN SERVICES FUNDING (ASSET): Mr. Phillips noted that the City Council had approved a 5% increase in ASSET funding over last year's allocation. This is a total of \$1,423,497 for human services agency funding. Mr. Phillips highlighted that most agencies were funded at or close to their request. The two agencies that received significantly lower amounts than requested are MICA Dental and the Boys' and Girls' Club. There is not enough funding to allocate towards those requests without cutting somewhere else in the current year level. The Commission recommended an entry level amount of less than \$2,000 for one new agency, All Aboard for Kids.

Council Member Gartin requested further detail on the two agencies that were not completely funded. Mr. Phillips explained that the Boys' and Girls' Club had a substantial increase to their request. The restraints of funding are not enough to go around. The ASSET volunteers and staff felt there needed to be more planning and development of the proposal to expand that could be done in the next year. The challenge is the difficulty for a large request to come through and get funded in a particular year unless there is a service that is dropping out. There have been and will continue to be discussions on figuring out how to deal with this and other possibilities for large requests in the future. The Funders for the Boys' and Girls' Club recommended an increase of 5%. Work will continue with the Boys' and Girls' Club to figure out plans for space and accommodating the demand for their service. MICA Dental Clinic has continued to be a challenge. The requested increase is a little over \$30,000. The recommended amount is a City funding increase of 20%. Double-digit increases have been requested for the past several years. The City is unable to continue to provide those significant increases each year. There has to be a point of stability. There may need to be conversations about alternatives in the future.

OUTSIDE FUNDING REQUESTS: Assistant City Manager Phillips stated that Council authorized a 5% increase to total \$188,070. In previous years the funding for the Story County Housing Trust did not go through this process. This year it was desired to bring that money through this process, so the amount that it received for last fiscal year is assumed to be built into the base to total the \$188,070.

Mr. Phillips added that two requests were reviewed that were outside the \$188,070. The gate and fence at the Hunziker Youth Sports Complex and the "Welcome to Ames" signage that was proposed by the Ames Foundation. Total for those two projects is \$34,000. The \$34,000 is a one-time funding that is in addition to the \$188,070. There were a couple of requests for substantial increases. Again, this was a case of not enough funding to go around, so some of the requests were not completely fulfilled.

The Ames International Partner Cities Association (AIPCA) typically receives \$5,000 from City funding. The AIPCA was awarded \$8,000 in 17/18. The additional amount was to be for the exploration of a partnership with a new city, but that will not occur at this time. The recommended solution would be to award them \$6,000 in new money and carry over the unspent funds from this year to next year and modify the contract. This will release about \$2,000 to spread to another agency. This will also prevent the budgeting of the same money for the same purpose in two different years.

Council Member Betcher inquired about the Campustown Action Association (CAA) request. Ms. Betcher stated that CAA was \$43,350 short of their request; which is almost what they wanted for the Make Campustown Shine program. The question was whether Council would like to allocate CAA with a one-time additional funding; would that be an amendment to the budget. City Manager Schinker recommended to amend the current year budget and take it out of the available balance of the General Fund. Council Member Gartin expressed concern of showing parody between Main Street Cultural District and CAA. Council Member Betcher noted that this would be comparable to the \$40,000 outside funding for the Main Street holiday lighting over the last two years.

PUBLIC INPUT ON CAPITAL IMPROVEMENTS PLAN (CIP) AND OPERATING BUDGET: Executive Director of the Main Street Cultural District Cindy Hicks, 304 Main Street, Ames, stated that City staff recommended that the Main Street Cultural District (MSCD) be allocated \$42,300; which is an increase of 2.7% over the previous year. Ms. Hicks requested an increase to the original requested amount of \$54,000. The items this would help fund would be:

- \$25,000 to maintain the designation as a Main Street Community. Funding is needed for the requirements of the program
- \$7,500 to host the Smithsonian traveling exhibit.
- \$2,500 management of Iowa Great Places Designation and Grant Management.
- \$13,500 Marketing promotions and events.
- \$7,500 Downtown Beautification

Ms. Hicks added that the City is not the only funder for items. The City does contribute to the added projects that will be coming to the Main Street Cultural District in 2018. There will be 12 events compared to nine last year, not including RAGBRAI.

Campustown Action Association Representative Karin Chitty, 119 Stanton, #602, Ames, expressed the hopes to be on a Council Agenda around April. A letter was sent to Council explaining the reasoning for requesting additional funds. The CAA feels the additional funds are needed to pursue a cleaner and more welcoming Campustown for students and visitors.

Ames Economic Development Commission Representative John Hall, 304 Main Street, Ames, requested additional funding for the Workforce Solutions Program. The Program has grown so that it has nearly doubled the dollars and resources being put forth. Story County has increased its funding from \$25,000 to \$40,000. The number of private sector sponsorships has increased from \$32,000 to \$57,500 with a bulk of them committed and the dollars coming in. The City commitment would be the final money in rounding out the budget to be aggressive on the workforce.

Mr. Hall explained the expenses are the Website and marketing efforts (\$5,000); summer internship continues to grow and needs an increase of \$5,000 due to new companies and participants involved; Workforce programs, such as HomeBase Iowa; and k12 engagement program will need an increase of \$6000; the myfuture.com program will take \$18,000 in resources; in-state work-force recruiting events is increasing by about \$1,800; out-of-state workforce recruitments is budgeted at \$13,000, and general travel continues to rise as the involvement increases.

Director of Facilities for the Hunziker Youth Sports Complex Mark Kutchen, 800 BillySunday Road, Ames, stated he would like the Council to consider the one-time funding request for the gate and fence work required for the new location. This will serve a public need by getting parking off the street, public access to the bike and walking trail, provide extra security for waterwells, and a way for the Police to patrol the facility after hours, and add needed security to prevent vandalism.

SALARIES FOR COUNCIL APPOINTEES: Moved by Gartin, seconded by Corrieri, to postpone the discussion on the salaries for Council appointees.

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

APPROVAL OF 2018-23 CAPITAL IMPROVEMENTS PLAN (CIP): Moved by Nelson, seconded by Betcher, to approve the 2018-23 Capital Improvements Plan.
Roll Call Vote: 6-0. Motion declared carried unanimously.

AMENDMENTS TO FY 2017/18 BUDGET: City Manager Steve Schainker stated that he heard the Council talk about three possible additional projects. The first was the gate for the Hunziker Youth Sports Complex at \$14,000. He suggested that amount come out of the General Fund available balance for FY17/18.

Moved by Beatty-Hansen, seconded by Nelson to approve a one-time \$14,000 funding request for a gate and fence for the Hunziker Youth Sports' Complex to come from the General Fund balance of FY17/18.

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

City Manager Schainker continued to address the next project as being the entry to Ames signage. The amount to be allocated is \$20,000. He recommended that come out of the General Fund available balance for FY17/18.

Moved by Nelson, seconded by Betcher, to approve a one-time \$20,000 funding request for entry to Ames signage to come from the General Fund balance of 17/18.

Council Member Martin requested background from other Council Members on the entry signage to Ames. Council Member Nelson stated this sign is the last sign that needs to be installed. Council Member Betcher added that a study had been done years ago that suggested signage into the community. The project fell by the wayside and Leadership Ames has picked it up again.

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

Moved by Betcher, seconded by Corrieri to amend the FY17/18 budget to include an additional \$40,000 for Campustown Action Association to use toward the "Make Campustown Shine" initiative.

City Manager Schainker clarified that this is a one-time allocation and suggested this come out of the General Fund balance. Council Member Betcher said she expected there to be a follow up on whether the money made a difference. Assistant City Manager Phillips stated that a report would be provided to Council.

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

City Manager Schainker suggested that \$10,000 be allocated for a drinking fountain at Tom Evans Plaza out of the FY17/18 adjusted budget, (to the operation budget of Parks and Recreation).

Moved by Gartin, seconded by Beatty-Hansen to amend the FY17/18 to reflect \$10,000 allocated for a drinking fountain to be placed in Tom Evans Plaza.

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

APPROVAL OF BUDGET FOR FY 2017/18, AS AMENDED: Moved by Beatty-Hansen, seconded by Corrieri, to approve the adjusted budget for FY2017/18 as amended.

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

SET PUBLIC HEARING DATE ON BUDGET AMENDMENTS FOR FY 2017/18: Moved by Betcher, seconded by Corrieri, to set March 6, 2018, as the date of final public hearing on the proposed amended budget for FY 2017/18.

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

AMENDMENTS TO PROPOSED FY 2018/19 BUDGET: Moved by Beatty-Hansen, seconded by Betcher, to allocate an additional \$15,000 for the parking software to come out of the parking fund in the FY 18/19 budget.

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

Moved by Betcher, seconded by Nelson, to approve an additional \$2,000 saved from AIPCA to the Main Street Cultural District allotment for the year.

Council Member Betcher withdrew the motion.

Assistant City Manager Phillips recommended \$42,600 be allocated to the Ames Historical Society

Moved by Beatty-Hansen, seconded by Corrieri, to allocate \$42,600 for the Ames Historical Society.

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

Mr. Phillips stated the revised recommendation is to have \$6,000 allocated to AIPCA with the understanding of a carry-over request that will be coming in the spring.

Moved by Betcher, seconded by Nelson, to appropriate \$6,000 to AIPCA.

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

Assistant City Manager recommended an allocation of \$30,650 for the Campustown Action Association.

Moved by Betcher, seconded by Nelson, to approve the allocation of \$30,650 for the Campustown Action Association.

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

Mr. Phillips stated that the recommended amount for the Hunziker Youth Sports Complex is \$29,650.

Moved by Nelson, seconded by Beatty-Hansen, to approve the allocation of \$29,650 for Hunziker Youth Sports Complex.

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

Mr. Phillips recommended \$42,300 be allocated for the Main Street Cultural District.

Moved by Betcher, seconded by Corrieri, to appropriate \$44,300 for the Main Street Cultural District.

Council Member Gartin inquired about what would not be funded for the MSCD by not granting the whole requested amount. Assistant City Manager Phillips stated that there would need to be a discussion with MSCD to see about lower costs in some way. Council Member Nelson brought up the possibility of doing a one-time funding for the traveling Smithsonian. City Manager Schainker stated that could be taken out of the Council contingency fund after July 1. This would be fine considering the Traveling Smithsonian event will be coming to Ames at the end of September.

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

Assistant City Manager Phillips stated the recommended amount for Story County Housing is \$34,870.

Moved by Beatty-Hansen, seconded by Nelson, to allocate \$34,870 to Story County Housing Trust
Roll Call Vote: 5-0-1. Voting aye: Betcher, Nelson, Martin, Beatty-Hansen, Gartin. Voting nay: None. Abstaining due to conflict of interest: Corrieri. Motion declared carried.

City Manager Schainker recommended using the hotel/motel tax available balance for FY 18/19 to fund the Workforce Development initiative. He continued to explain that this would be a net increase of \$7,500, over the base because the amount of \$7,500 for the Buxton software is not being requested. The entire \$15,000 will come out of hotel/motel tax, but it is only an additional \$7,500. Mr. Schainker's recommendation is for \$15,000 for the Workforce Development initiative out of the available hotel/motel tax balance for FY 18/19.

Moved by Betcher, seconded by Corrieri, to appropriate \$15,000 for the Workforce Development initiative out of the hotel/motel tax for FY 18/19.

Council Member Martin expressed his concern of this being an operating expense and not necessarily a one-time-request. Council Member Betcher stated that she did view this as a one-time-request as the Council will have to decide if it has been advantageous to the City next year.

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

Assistant City Manager Phillips noted that the recommended dollar amount to be allocated for COTA is \$163,979.

Moved by Beatty-Hansen, seconded by Betcher, to allocate \$163,979 for COTA.

Roll Call Vote: 5-0-1. Voting aye: Betcher, Nelson, Martin, Corrieri. Voting nay: None. Abstaining due to conflict of interest: Gartin. Motion declared carried.

Mr. Phillips stated the recommended amount for ASSET is \$1,423,497.

Moved by Corrieri, seconded by Betcher, to approve the allocations as recommended by the ASSET volunteers for a total of \$1,423,497.

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

Moved by Beatty-Hansen, seconded by Gartin, to appropriate \$46,000 to the Public Art Commission.

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

APPROVAL OF PROPOSED BUDGET FOR FY 2018/19, AS AMENDED: Moved by Corrieri, seconded by Betcher, to approve the proposed FY 2018/19 Budget, as amended.

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

SET PUBLIC HEARING DATE ON PROPOSED BUDGET FOR FY 2018/19: Moved by Gartin, seconded by Betcher, to set March 6, 2018, as the date of public hearing on the proposed budget for FY 2018/19.

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

SELECTION OF ALLOCATION METHOD TO ASSESS RENTAL HOUSING FEES FOR FY 2018/19: Fire Chief Shawn Bayouth reminded Council of the allocation to fund a new rental inspector that was picked up by the General Fund in FY 17/18. Council is to make a decision on how to fund this in FY 18/19.

Moved by Beatty-Hansen, seconded by Nelson, to distribute a cost increase of two-thirds to single-family and duplexes and one-third cost increase for all other unit types to fund the new rental inspector.

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

The meeting recessed at 6:37 p.m. and reconvened at 6:46 p.m.

REGULAR MEETING OF THE AMES CITY COUNCIL

CONSENT AGENDA: Council Member Gartin pulled Item No. 12, the additional item authorizing Main Street Cultural District (MSCD) to apply on behalf of the City of Ames, for grant funds from Prairie Meadows for Bandshell Park Improvements. Mayor Haila pulled Item No. 11, the approval of a Letter of Intent to participate in Community Catalyst Building Remediation Program Grant for separate discussion.

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

1. Motion approving payment of claims
2. Motion approving Minutes of Special Meetings of January 20, January 31, February 2, February 5, February 6, 7, and 8, 2018, and Regular Meeting of January 23, 2018
3. Motion setting July 31, 2018, as Regular City Council meeting and canceling City Council meeting off July 24, 2018
4. Motion approving certification of civil service applicants
5. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class C Liquor – Hy-Vee Market Café, 3800 Lincoln Way
 - b. Class C Liquor & Outdoor Service – Cy's Roost, 121 Welch Avenue
 - c. Class C Liquor & Outdoor Service – Mickey's Irish Pub, 109 Welch Avenue
 - d. Class E Liquor, C Beer, & B Wine – Fareway Stores, Inc., #386, 619 Burnett Avenue
 - e. Class E Liquor, C Beer, & B Wine – Fareway Stores, Inc., #093, 3619 Stange Road
 - f. Class C Liquor & Outdoor Service – El Azteca, 2727 Stange Road
 - g. Class C Liquor – Ge'Angelo's, 823 Wheeler Street, Suite #9
 - h. Special Class C Liquor License & Outdoor Service – Blaze Pizza, 2320 Lincoln Way
6. Motion approving new Class E Liquor License, Class B Wine Permit, & Class C Beer Permit for The Filling Station, 2400 University Boulevard (pending final inspection)
7. Motion approving ownership change for Special Class C Liquor License for The Spice Thai Cuisine, 402 Main Street
8. Motion approving ownership change for Class C Liquor License & Outdoor Service for Dublin Bay, 320 S. 16th Street
9. Motion approving ownership change for Class C Liquor, Catering, & Outdoor Service for Cyclone Experience Network, Jack Trice Stadium
10. Motion approving ownership change for Class C Liquor, Catering, & Outdoor Service for Cyclone Experience Network, Hilton Coliseum
11. Motion directing City Attorney to draft ordinance restricting parking at all times on north side of Phoenix Street from North Dakota Avenue to Yuma Avenue
12. RESOLUTION NO.18-052 approving 2017 Resource Recovery Annual Report
13. RESOLUTION NO. 18-053 approving Memorandum of Understanding with International Union of Operating Engineers, Local 234, to increase starting wage of part-time Transit Drivers beginning July 1, 2018
14. RESOLUTION NO. 18-054 approving the date of March 6, 2018, set as the date of public hearing regarding notice of intent to issue Corporate Purpose General Obligation Bonds in an amount not to exceed \$8,525,000
15. RESOLUTION NO. 18-055 approving Public Highway At-Grade Crossing Agreement with Union Pacific Railroad for shared use path extension along 13th Street (2017/18 Arterial Street Pavement Improvements Project)
16. RESOLUTION NO. 18-056 approving Engineering Services Agreement with Black & Veatch Corporation of Overland Park, Kansas, for CEMS Replacement for Electric Services in an amount not to exceed \$90,400
17. RESOLUTION NO. 18-057 approving amendment to Agreement with WHKS & Co. for Traffic Signal Design in an amount not to exceed \$18,800
18. RESOLUTION NO. 18-058 approving Change Order to Task Order 4.1 under Master

- Agreement with FOX Engineering for New Water Treatment Plant in an amount not to exceed \$102,000
19. RESOLUTION NO. 18-059 approving preliminary plans and specifications for 2016/17 Shared Use Path System Expansion (Grand Avenue - 16th Street to Murray Drive); setting February 28, 2018, as bid due date and March 6, 2018, as date of public hearing
 20. RESOLUTION NO. 18-060 approving preliminary plans and specifications for 2017/18 Right-of-Way Appearance Enhancements (927 Dayton Avenue); setting February 28, 2018, as bid due date and March 6, 2018 as date of public hearing
 21. RESOLUTION NO. 18-061 approving preliminary plans and specifications for Furnishing Electrical Materials for Top-O-Hollow Substation; setting March 7, 2018, as bid due date and March 27, 2018, as date of public hearing
 22. RESOLUTION NO. 18-062 approving preliminary plans and specifications for Brookside Park Path Lighting Project; setting March 14, 2018, as bid due date and March 27, 2018, as date of public hearing
 23. RESOLUTION NO. 18-063 approving contract and bond for 2016/17 Storm Water Erosion Control Program (South Skunk River - Carr Park to Homewood Golf Course) - Contract B
 24. RESOLUTION NO. 18-064 approving contract and bond for 2017/18 Shared Use Path System Expansion (Mortensen Road)
 25. RESOLUTION NO. 18-065 approving Change Order No. 2 for 2016/17 CyRide Route Pavement Improvements
 26. RESOLUTION NO. 18-066 accepting completion of 2015/16 Airport Improvements (Terminal Building)
 27. RESOLUTION NO. 18-067 accepting completion of (Year One) Water Treatment Plant Five-Year Well Rehabilitation Project
 28. 2017 East Lincoln Way:
 - a. RESOLUTION NO. 18-068 rescinding Resolution No. 17-498 approving Plat of Survey for 2005 and 2017 East Lincoln Way
 - b. RESOLUTION NO. 18-069 approving Plat of Survey for 2017 East Lincoln Way and 320 Carnegie Avenue

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

LETTER OF INTENT TO PARTICIPATE IN COMMUNITY CATALYST BUILDING REMEDIATION PROGRAM GRANT: Mayor Haila stated the he pulled this item because of the language used in the Letter of Intent. His concern is the committal of the City of Ames, on this project, to comply with the Secretary of Interior's standards for rehabilitation. Director of Planning and Housing Kelly Diekmann stated that the Letter of Intent does indicate that the City would be saying yes to compliance of the project meeting the Secretary of the Interior's standards..

Mayor Haila clarified that the grant deadline is March 1. Council can table this item until the February 27 regular Council meeting and still meet the deadline for the grant. Mr. Diekmann added that within that time staff would be able to talk with State staff about the Letter and will return to Council on February 27 with a potential of alternative language.

Moved by Betcher, seconded by Nelson, to table this item until February 27, 2018.
Vote on Motion: 6-0. Motion declared carried unanimously.

MAIN STREET CULTURAL DISTRICT REQUEST TO APPLY FOR GRANT FUNDS FROM PRAIRIE MEADOWS ON BEHALF OF THE CITY: Council Member Gartin expressed his concern about taking gambling money to fund operations in the City of Ames. He felt that there are other grant proposals the City can find. Council Member Betcher noted that many programs such as Access, and many other cities have received money from this program.

Moved by Betcher, seconded by Corrieri, to support the grant application.

Council Member Gartin stated that gambling programs have a harsh impact on communities. The Ames community did not get an opportunity for input. The funds for the grant come from people who can least afford to be funding government. Council Member Martin clarified that this grant money would be a one-time funding source for Bandshell improvements.

Council Member Beatty-Hansen inquired if the request for these improvements had come to Council and were not funded or if it is money that is available and figuring out things to do with the money. Director of Parks and Recreation Keith Abraham responded that because the Ames Main Street is designated as a “Great Place” there was a “Great Places” Grant available. Staff put together some additional projects or enhancements that could be done at the Bandshell. Those projects were not brought to Council. The City did not end up receiving money from the “Great Places” Grant. Ms. Hicks had this new grant opportunity from Prairie Meadows cross her desk. This is a new possibility to fund the additional projects. Ms. Hicks stated that Main Street Cultural District would not be taking any administrative fees for this grant process. Prairie Meadows is mandated by the state to give a certain amount to non-profits each year.

Council Member Gartin inquired about why these “wish items” were not brought to Council and run through the CIP. Mr. Abraham stated that there is only so much money in the CIP and the list had to be prioritized. Council Member Betcher stated that it does not make a community less moral because of taking this grant money. Prairie Meadows is required to put this money into non-profits and to assist with making life better in communities.

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

PUBLIC FORUM: Mayor Haila opened Public Forum. Seeing no one come forward, the Mayor closed Public Forum.

HEARING ON 2017 EDITION OF NATIONAL ELECTRICAL CODE (NEC): Mayor Haila opened the public hearing. The hearing was closed after no one came forward to speak.

Moved by Nelson, seconded by Betcher, to pass on first passage to adopt an Ordinance the 2017 Edition of NEC, with one local and two State of Iowa amendments.

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

REQUEST TO VOLUNTARILY SEVER TERRITORY ANNEXED BY RESOLUTION NO. 17-125: Planning Director Kelly Diekmann stated there was a Development Agreement that went with an annexation for this property last year. Part of the Development Agreement gave the property owners the authority to withdraw from the City if the City did not meet conditions precedent of the Agreement, which was the approval of a future development project. When Council denied the rezoning for Trinitas in December, Trinitas withdrew their interest in buying the site and the property. The property owners have now requested to execute the provision in the Development Agreement to sever their property from the City. This is an element of the Development Agreement so there is no real discretion.

Moved by Nelson, seconded by Betcher, to adopt RESOLUTION NO. 18-069 approving the request to voluntarily sever territory annexed by Resolution No.17-125 (398 S. 500th Avenue and 5508 Lincoln Way).

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

2018 URBAN REVITALIZATION TAX ABATEMENT: Director Diekmann informed the Council that this is an annual item. There are criteria that have to be met and verified for each area. An application will be submitted that will show the identification of the property, what improvements were made, and the increase in value. That application will be submitted to the City and through action by Council it will be stated that the area has met the criteria to be considered “Qualified Real-Estate”. The resolution is sent to the City Assessor and that would mean the area is eligible for property tax abatement or exemption.

Mr. Diekmann recommended approval of nine of the ten properties. That one, 205 Wilmoth had not completed the criteria to register and conform to the Crime-Free Housing Program. That will be noted in the report and that property will not receive one of the potential years of tax abatement in the future. The City will have approximately \$1.2 million of property tax revenue that has been exempted that the City would have received over the life of the abatement schedules.

Director Diekmann informed Council that the decision made is saying that the work done to prepare the store fronts and ground floor commercial meets the Urban Revitalization criteria. The Downtown program is trying to ensure creating retail tenants. The Program very specifically supports retail and service uses along Main Street and not other things unless they already exist. Facade work is unlikely to raise the assessed value. Along with the facade, if an owner would create more floor space to rent or improve a second floor that would unlock the value through the Urban Revitalization Plan. The City is trying to incentivize the owners to do more than just the cosmetic exterior and create more useable space Downtown.

Moved by Beatty-Hansen, seconded by Betcher, to adopt RESOLUTION NO. 18-070 approving the request of the 2018 Urban Revitalization tax abatement for nine properties, as recommended by staff.

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

INDUSTRIAL PRETREATMENT PROGRAM: Director of Water and Pollution Control John Dunn reminded Council that this item had been brought to Council in workshop format in October. Environmental Specialist Dustin Albrecht highlighted the revisions that were done to the document. Communication was done with the USDA to address their concerns of confidentiality and language. The EPA and DNR were consulted to assist in clearing up these items. The changes were communicated to all industries that are subject to the use of the program. Final approval was received for the Industrial Pretreatment Program from the Iowa Department of Natural Resources in January.

Moved by Nelson, seconded by Gartin, to adopt RESOLUTION NO. 18-071 approving the updated Industrial Pretreatment Program.

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

RADIO PROJECT PHASE 2 FUNDING AGREEMENT WITH STORY COUNTY, IOWA STATE UNIVERSITY, AND THE STORY COUNTY 9-1-1 BOARD: Police Support Services Manager Doug Houghton stated that the radio system is used by City employees, both public safety agencies, and public service. Work was done with County partners and Iowa State University to fund a professional services study for the new radio system. The cost is among with the 9-1-1 Board, County Board of Supervisors, Iowa State University, and the City of Ames. All interested parties are in favor of the Funding Agreement for the radios.

Moved by Betcher, seconded by Corrieri, to adopt RESOLUTION NO. 18-072 approving the Radio Project Phase 2 Funding Agreement with Story County, Iowa State University, and the Story County 9-1-1 Board.

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

APPROVAL OF 2018/19 COUNCIL GOALS, OBJECTIVES, AND TASKS: Assistant City Manager Phillips reminded Council that it was identified to retain the overall goals previously in use, but identify new tasks and objectives to go along with those goals. Staff outlined more specific details regarding the tasks that would be involved. City Manager Schainker added that there will be continual updates as tasks are completed more will be added. Obvious sequential tasks will be done, but policy changes that need direction would come back to Council.

Moved by Martin, seconded by Beatty-Hansen, to amend the language under the objective of engaging vulnerable groups in the community from “will act on them” to “are encouraged to act on them.”

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

Moved by Betcher, seconded by Beatty-Hansen, to approve 2018/19 Council goals, objectives, and tasks, as amended.

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

ORDINANCE TO ASSIGN APPROVED ANNEXED AREA (RESOLUTION NO. 17-698) TO WARD AND PRECINCT: Moved by Beatty-Hansen, seconded by Corrieri, to pass on first reading to approve annexed area (Resolution No. 17-698) to a Ward and Precinct.
Council Member Beatty-Hansen withdrew the motion.

Mayor Haila opened the hearing. After no one came forward to speak he closed the hearing.

Moved by Beatty-Hansen, seconded by Betcher, to pass on first reading the assignment of the approved annexed area (Resolution No. 17-698) to a Ward and Precinct.

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

ORDINANCE TO AMEND *MUNICIPAL CODE* CHAPTER 28 TO INCORPORATE PRETREATMENT LOCAL LIMITS TABLE: Moved by Beatty-Hansen, seconded by Betcher, to pass on second reading an Ordinance to amend Chapter 28 to incorporate the Pretreatment local limits table.

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

ORDINANCE TO REZONE PROPERTY AT 3504 GRAND AVENUE: Moved by Nelson, seconded by Beatty-Hansen, to pass on third reading and adopt ORDINANCE NO. 4334 rezoning property at 3504 Grand Avenue from Residential High Density (RH) to Neighborhood Commercial (NC).

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

COUNCIL COMMENTS: Moved by Betcher, seconded by Beatty-Hansen, to put the Mayor and Council's Bike Ride on an upcoming agenda.

Vote on Motion: 6-0. Motion carried unanimously

Moved by Beatty-Hansen, seconded by Gartin, to direct staff to come back to Council with a memo about filling in gaps in the infrastructure and recommendation about assisting in funding to connect the gaps.

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

Moved by Beatty-Hansen, seconded by Gartin to request a memo from staff regarding the Iowa DOT letter dated January 29, 2018.

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

Moved by Betcher, seconded by Gartin, to adjourn the meeting at 7:37 p.m.

Diane R. Voss, City Clerk

John A. Haila, Mayor

Stacy Craven, Recording Secretary



REPORT OF CONTRACT CHANGE ORDERS

Period:	<input checked="" type="checkbox"/>	1 st – 15 th
	<input type="checkbox"/>	16 th – End of Month
Month & Year:	February 2018	
For City Council Date:	February 27, 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	Power Plant Fuel Conversion - Bid No. 1 Turbine Control System	6	\$814,920.00	GE Energy Control Solutions LLC	\$337,344.64	\$7,441.96	D. Kom	CB
Electric Services	Furnishing 15kV Outdoor Metalclad Switchgear and 69kV Controls Panels for Top-O-Hollow Substation Expansion and Breaker Addition	1	\$615,923.40	Harold K. Scholz Co	\$0.00	\$(-16,692.00)	D. Kom	CB
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		

			\$		\$	\$		
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Insurance Company: Iowa Communities Assurance Pool

Policy Effective Date:

Policy Expiration

Bond Effective

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:

Applicant License Application ()

Name of Applicant: <u>CASEY'S MARKETING</u>		
Name of Business (DBA): <u>CASEY'S GENERAL STORE #2905</u>		
Address of Premises: <u>3612 STANGE RD</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50010</u>
Business	<u>(515) 233-4089</u>	
Mailing	<u>PO BOX 3001</u>	
City <u>ANKENY</u>	State <u>IA</u>	Zip: <u>50021</u>

Contact Person

Name <u>JESSICA.FISHER@CASEYS.COM</u>
Phone: <u>(515) 446-6404</u> Email <u>JESSICA.FISHER@CASEYS.COM</u>

Classification Class E Liquor License (LE)

Term:12 months

Effective Date: 04/01/2018

Expiration Date: 01/01/1900

Privileges:

- Class B Native Wine Permit
- Class C Beer Permit (Carryout Beer)
- Class E Liquor License (LE)
- Sunday Sales

Status of Business

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

Ownership

42-0935283 CASEY'S GENERAL STORE INC

First Name: 42-0935283 **Last Name:** CASEY'S GENERAL STORE, INC.
City: ANKENY **State:** Iowa **Zip:** 50021
Position: OWNER
% of Ownership: 100.00% **U.S. Citizen:** Yes

Michael Richardson

First Name: Michael **Last Name:** Richardson
City: PLEASANT HILL **State:** Iowa **Zip:** 50327
Position: PRESIDENT
% of Ownership: 0.00% **U.S. Citizen:** Yes

JOHN SOUPENE

First Name: JOHN **Last Name:** SOUPENE

City: ANKENY
Position: VICE-PRESIDENT

State: Iowa **Zip:** 50023

% of Ownership: 0.00%

U.S. Citizen: Yes

JULIA JACKOWSKI

First Name: JULIA
City: URBANDALE
Position: SECRETARY

Last Name: JACKOWSKI
State: Iowa **Zip:** 50322

% of Ownership: 0.00%

U.S. Citizen: Yes

JAMES PISTILLO

First Name: JAMES
City: URBANDALE
Position: TREASURER

Last Name: PISTILLO
State: Iowa **Zip:** 50323

% of Ownership: 0.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company: <u>Merchants Bonding Company</u>	
Policy Effective Date:	Policy Expiration
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

Applicant License Application ()

Name of Applicant: <u>Ames Stop LLC</u>		
Name of Business (DBA): <u>Wing Stop</u>		
Address of Premises: <u>703 South Duff Ave #101</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50010</u>
Business <u>(515) 663-9464</u>		
Mailing <u>703 South Duff Ave #101</u>		
City <u>Ames</u>	State <u>IA</u>	Zip: <u>50010</u>

Contact Person

Name <u>Seneca Wallace</u>	
Phone: <u>(425) 753-6055</u>	Email <u>senecawallace9@gmail.com</u>

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

Term: 12 months

Effective Date: 03/12/2018

Expiration Date: 01/01/1900

Privileges:

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

Sunday Sales

Status of Business

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

Ownership

Seneca Wallace

First Name: Seneca **Last Name:** Wallace
City: Prosper **State:** Texas **Zip:** 75078
Position: manager
% of Ownership: 100.00% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company: <u>Illinois Casualty Co</u>	
Policy Effective Date:	Policy Expiration
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

*Caring People
Quality Programs
Exceptional Service*

9a-c

TO: Mayor John Haila and Ames City Council Members

FROM: Lieutenant Dan Walter – Ames Police Department

DATE: February 17th, 2018

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

The Council agenda for February 27th, 2018, includes beer permits and liquor license renewals for:

- Class E Liquor, C Beer, & B Wine - LE0001429 - Wal-Mart Supercenter #4256, 534 S. Duff Ave.
- Class C Liquor & Outdoor Service - LC0038199 - Buffalo Wild Wings, 400 S. Duff Ave.
- Special Class C Liquor & Outdoor Service - BW0092318 - Stomping Grounds, 303 Welch Ave.

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 the above businesses.

COUNCIL ACTION FORM

SUBJECT: **REQUESTS FOR HOPE RUN**

BACKGROUND:

Mary Greeley Medical Center (MGMC) is sponsoring the 18th Annual Hope Run for Hospice on Saturday, June 16, 2018, beginning at 8:00 a.m. The event includes a 5k timed race and a 1 mile fun run/walk, in addition to a Hope Run Jr. event. Approximately 900 participants are anticipated to attend.

In order to facilitate the movement of participants, temporary street closures are required on the following streets from 7:30 a.m. to approximately 9:00 a.m. on the following streets:

- Mortensen Road between Dotson Drive and State Avenue
- State Avenue between Lettie Street and Mortensen Road

Runners will use the shared-use path on the north side of Mortensen between State Avenue and Hayward Avenue. Additionally, runners will use coned-off portions of the following streets, which will remain open to traffic during the event:

- Hayward Avenue from Mortensen Road to Knapp Street
- Knapp Street from Hayward Avenue to Sheldon Avenue
- Sheldon Avenue from Knapp Street to Arbor Street
- Arbor Street from Sheldon Avenue to State Street

The streets will reopen as runners pass through each area. The route is configured to allow traffic through the south and east legs of the State/Mortensen intersection, which will reduce the length of detouring required compared to a full intersection closure.

Public Works Traffic Division will provide barricades and traffic cones to facilitate the road closures, and volunteers recruited by Mary Greeley will staff them. Public Works staff will place electronic message board signs along the major routes a day prior to the race, and on race day. Additionally, event organizers will place signs containing route information and the race date and time along the route. Event organizers have indicated that they plan to communicate with the South Campus Area Neighborhood Association to notify them of the proposed routes.

A waiver of the Road Race fee of \$25 has also been requested by the event organizers. Mary Greeley Medical Center operates as a non-profit entity.

ALTERNATIVES:

1. Approve the road closures and waiver of Road Race fee, as requested by Mary Greeley Medical Center.
2. Approve the road closures as requested, but require payment of the Road Race fee.
3. Deny the requests from Mary Greeley Medical Center and direct staff to work with organizers to find an alternate location for the event.

MANAGER'S RECOMMENDED ACTION:

Mary Greeley Medical Center's Hope Run for Hospice is a well-organized fundraising event for the Ames community. The race route will substantially reduce the number of residents affected by the race. City Council approval is necessary for this event to occur as planned.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the various road closures and waiver of Road Race fee, as requested by Mary Greeley Medical Center.



January 23, 2018

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

RE: 2018 Hope Run for Hospice

Dear Honorable Mayor Haila and City Council,

Mary Greeley Medical Center's Hope Run will be held on Saturday, June 16, 2018 at the Ames Middle School. This is our 18th annual Hope Run that raises money to support Mary Greeley Medical Center Hospice and the Israel Family Hospice House.

Information about the event can be found on the Special Event Application we submitted. We were very pleased with our current route and look forward to continuing with this route moving forward.

At this time we respectfully request a waiver of the \$25 road race permit fee.

Thank you for your consideration and continued support of Mary Greeley Medical Center. We hope to see you at our event on June 16 either as a participant or a volunteer!

Sincerely,

A handwritten signature in black ink that reads 'Angie Weeks'. The signature is written in a cursive, flowing style.

Angie Weeks
Annual Giving Coordinator



CITY OF

Ames SPECIAL EVENT APPLICATION

SUMMARY OF EVENT

DESCRIPTION

Event Name Hope Run

Description

18th Annual Hope Run benefiting Mary Greeley Hospice

Saturday, June 16, 2018 - Ames Middle School

6:45-7:45am Race Day Registration & Packet Pick-up

8:00am 5K Race (chip timed) and 8:05am 1 mile Fun Run/Walk

*All finish lines are along the front parking lots of the Ames Middle School

*Post-race refreshments and all other activities will also be along the front parking lots of the Ames Middle School

9:00am Hope Run Jr.

9:15am Awards & Prizes

*Medals to top 3 finishers in 14 age groups

*Participation ribbons to all youth ages 12 &

Mary Greeley Medical Center Hospice provides care and support for terminally ill patients and their families with a focus on maintaining dignity and quality of life. Our skilled and compassionate staff provide care at home, as well as education for caregivers. We also

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

Anticipated Attendance

Total 900 Per Day _____

DATE/TIME

Setup	Date <u>6/15/18</u>	Time <u>12pm</u>	Day of Week <u>Friday</u>
Event Starts	Date <u>6/16/18</u>	Time <u>6:30am</u>	Day of Week <u>Saturday</u>
Event Ends	Date <u>6/16/18</u>	Time <u>10:00am</u>	Day of Week <u>Saturday</u>
Teardown Complete	Date <u>6/16/18</u>	Time <u>11:00am</u>	Day of Week <u>Saturday</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) Ames Middle School

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 Mary Greeley Medical Center

Local Contact (Required) **Name** Angie Weeks

Address 1111 Duff Ave, Ames, IA 50010

Telephone 515-239-2420

Cell Phone 515-681-0067

Email weeks@mgmc.com

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

Yes No

- Is this an annual event? How many years have you been holding this event? _
- Is this event open to the public?
- Is your event being held in conjunction with another event (e.g. *Farmers' Market, 4th of July, etc.*)?

If yes, please list

2018 Hope Run Description

18th Annual Hope Run benefiting Mary Greeley Hospice

Saturday, June 16, 2018 - Ames Middle School

6:45-7:45am Race Day Registration & Packet Pick-up

8:00am 5K Race (chip timed) and 8:05am 1 mile Fun Run/Walk

*All finish lines are along the front parking lots of the Ames Middle School

*Post-race refreshments and all other activities will also be along the front parking lots of the Ames Middle School

9:00am Hope Run Jr.

9:15am Awards & Prizes

*Medals to top 3 finishers in 14 age groups

*Participation ribbons to all youth ages 12 &

Mary Greeley Medical Center Hospice provides care and support for terminally ill patients and their families with a focus on maintaining dignity and quality of life. Our skilled and compassionate staff provide care at home, as well as education for caregivers. We also assist patients and family with seeking alternatives to living at home, such as our Israel Family Hospice House.

COUNCIL ACTION FORM

SUBJECT: REQUESTS FROM RAISING READERS IN STORY COUNTY FOR STEP INTO STORYBOOKS ON APRIL 14

BACKGROUND:

Raising Readers in Story County is proposing to host its annual Step Into Storybooks event at the Ames Public Library on Saturday, April 14. The event promotes reading and related activities for families with infants, toddlers, and preschoolers. Last year, over 2,100 people attended, and organizers anticipate 2,000 participants at the proposed event. The event will be held from 9:00 a.m. to noon. This year's theme is "Play." Portions of the event will take place inside the Library and the street in front of the Library will feature various sporting activities.

To facilitate the event, organizers have requested that free parking be made available for attendees in the vicinity of the Library on the following streets from 8:00 a.m. to 12:30 p.m.:

- Douglas Avenue between Fifth Street and Sixth Street
- Fifth Street between Douglas Avenue and Kellogg Avenue

This request will affect 48 metered parking spaces, resulting in a loss of \$33.60 to the Parking Fund. Additionally, organizers request closure of Douglas Avenue from Fifth Street to Sixth Street and a blanket Temporary Obstruction Permit. Organizers will coordinate with Adams Funeral Home to maintain access in the event of a service that day.

ALTERNATIVES:

1. Approve the requests as indicated above, including a waiver of parking meter fees.
2. Approve the requests, but require payment for lost parking meter revenue.
3. Do not approve the request.

MANAGER'S RECOMMENDED ACTION:

Step Into Storybooks is a popular event that promotes reading at an early age, and aligns with the mission and programming offered by the Ames Public Library. The

closure of parking spaces will allow some of the participants the opportunity to park close to the site of the activity.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the request and not requiring reimbursement for lost revenue to the Parking Fund.



Raising Readers in Story County

February 16, 2018

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

RE: Step Into Storybooks 2018

Dear Honorable Mayor Haila and City Council,

The Step Into Storybooks (SIS) Planning Committee is planning to hold the tenth annual Step Into Storybooks on Saturday, April 14 from 9am to 12pm. Information about the event can be found on the Special Event Application we submitted, but we are requesting that the meter fees be waived for the parking meters on Douglas Ave between 5th and 6th Street and the parking meters on 5th Street between Douglas Ave and Kellogg Ave from 8:00am to 12:30pm on the 14th to allow for some of our families visiting the event close parking space and to allow Douglas Avenue to be closed for outdoor activities.

In 2017, over 2000 people attended this free family event at the Ames Public Library, which is organized by community members and organizations including Raising Readers in Story County, the Ames Rotary (Noon), the Ames Morning Rotary, Ames Community Preschool Center, the Ames Public Library, and the United Way of Story County.

Thank you for your consideration of these requests and continued support of early childhood literacy in Ames. We look forward to seeing you on April 14th.

Sincerely,

Kim Hanna
RRSC Executive Director



CITY OF

Ames

SPECIAL EVENT APPLICATION

SUMMARY OF EVENT

DESCRIPTION

Event Name Step Into Storybooks 2018

Description

Every spring, Step Into Storybooks (SIS) is held for families in the Ames community (and surrounding towns). This free annual event provides fun literacy-rich experiences to inspire families to use reading and related activities at home with their babies, toddlers, and preschoolers. These early relationships and experiences influence children's brain development. Children who lack this nurturing fall short of their potential, enter school behind their peers, and are likely to fall further behind in successive years.

The 2018 SIS will be held inside and outside the Ames Public Library (515 Douglas Ave) for 9am-12pm on Saturday, April 14. The planning committee is comprised of community and organizational members including Raising Readers in Story County, Ames Community Preschool Center, Ames Rotary Clubs, City of Ames, the Ames Public Library, and Farm Bureau.

We request for the duration of the event, Douglas Ave is closed north of the Adams Funeral Home parking lot to 6th Street for outdoor play activities and that meter fees be waived for families attending starting at 8:30am and running until 12:30pm. 18 parking meters on Douglas and 30 parking meters on 5th street would be affected (total 48). Douglas Ave is a CyRide route (Red #1).

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

Anticipated Attendance Total 2000 Per Day 1

DATE/TIME

Setup	Date <u>4/13/18</u>	Time <u>5:00pm</u>	Day of Week <u>Friday</u>
Event Starts	Date <u>4/14/18</u>	Time <u>9am</u>	Day of Week <u>Saturday</u>
Event Ends	Date <u>4/14/18</u>	Time <u>12pm</u>	Day of Week <u>Saturday</u>
Teardown Complete	Date <u>4/14/18</u>	Time <u>2pm</u>	Day of Week <u>Saturday</u>

Rain Date, if applicable N/A

Rain Location, if applicable N/A

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

APL/RRSC/Ames Morning Rotary

Local Contact (Required)

Name

Kim Hanna

Address

920 Carroll Ave

Telephone

515-520-8686

Cell Phone

515-450-8771

Email

director@raising-readers.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: GOVERNOR'S TRAFFIC SAFETY BUREAU ENFORCEMENT GRANT PROGRAM

BACKGROUND:

The Police Department is again requesting permission to apply for funding from the Governor's Traffic Safety Bureau to support additional overtime traffic enforcement, and to participate in the project should funding be awarded.

This program is conducted through the Governor's Traffic Safety Bureau in cooperation with local and county law enforcement agencies. Its purpose is to address traffic safety problems including alcohol, excessive speed, pedestrian and bicycle safety, and vehicle occupant protection. The program is designed with both enforcement and educational components to improve driver safety and protection, to reduce impaired driving, and to enhance overall traffic safety. The Ames Police Department has participated in similar annual programs in the past.

This grant will support additional traffic enforcement during periods of high risk for impaired driving, excessive speed and crashes. The officers conducting this intensified traffic enforcement will be added to the normal staffing levels for the Police Department and will work on an overtime basis. The areas in which these officers work will be selected on the basis of citizen complaints, officer observations and traffic incident data.

The grant application would request \$36,950 in funding for the following uses:

- To pay officers at an overtime rate,
- To replace an in-car video camera and a preliminary breath test device,
- To add a laser radar (LIDAR) device,
- To fund acquisition of educational materials on traffic safety,
- To send an officer to an annual national traffic safety conference.

There is no local match required with this grant.

ALTERNATIVES:

1. Approve the Police Department's application for and participation in the Governor's Traffic Safety Bureau Enforcement Grant program.
2. Do not approve this application.

MANAGER'S RECOMMENDED ACTION:

Participation in this program allows our Police Department to devote additional resources to traffic safety without additional local costs to the City. These funds help reduce traffic violations and improve traffic safety for the citizens of Ames.

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

COUNCIL ACTION FORM

SUBJECT: GRAND AVENUE EXTENSION FUNDING AGREEMENT WITH IOWA DEPARTMENT OF TRANSPORTATION

BACKGROUND:

The City of Ames has been awarded a grant in the amount of \$396,485 through a competitive application process administered by the Iowa Department of Transportation (Iowa DOT). This agreement is through the Iowa Clean Air Attainment Program (ICAAP) to help fund transportation projects and programs that result in attaining or maintaining the National Ambient Air Quality Standards (NAAQS). The specific project for the grant, as shown in the Capital Improvements Plan (CIP), includes the **extension of South Grand Avenue approximately 550 feet from its current terminus just south of Squaw Creek Drive and the construction of South 5th Street from South Grand Avenue to approximately 600 feet west of South Duff Avenue.**

This agreement has been reviewed and approved by the City of Ames Legal Department. This project will have a bid letting through the Iowa DOT and a local contribution minimum of 20 percent of eligible project costs, which is being met and exceeded through the City's G.O. Bond and MPO funding.

The City has also received indication of additional ICAAP grant funding received for the Grand Avenue Extension project in the amount of \$1,800,000, as recently approved by the Iowa Transportation Commission. A funding agreement for that award will be coming before City Council in the near future. In addition, several other funding sources are being pursued such as water quality funding through Iowa Department of Ag and Land Stewardship, traffic safety funding through Iowa DOT, and sustainable initiatives promoting safe and healthy environments through The Wellmark Foundation.

The Grand Avenue Extension continues to be included in the Capital Improvements Plan (CIP) with funding identified since 2013/14 and continuing through 2018/19. Funding shown in the CIP for 2017/18 and 2018/19 includes \$7,700,000 in G.O. Bonds, \$4,300,000 in MPO/STP Funds, and \$3,450,000 in Federal/State Grant Funds. In general, construction is anticipated to commence in 2018.

ALTERNATIVES:

1. Approve the Iowa DOT ICAAP funding Agreement for the Grand Avenue Extension in the amount of \$396,485.
2. Reject the Agreement.

MANAGER'S RECOMMENDED ACTION:

Approval of this agreement with the Iowa DOT must happen before moving forward with construction of this project in the 2018 construction season. Delay or rejection of this agreement could delay this street reconstruction project and could require additional funding.

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

IOWA DEPARTMENT OF TRANSPORTATION
Federal-Aid Agreement for a
Iowa's Clean Air Attainment Program (ICAAP) Project

Recipient: Ames
Project Number(s): STP-A-0155(698)—86-85
Iowa DOT Agreement Number: 1-18-ICAAP-01
CFDA No. and Title: 20.205 Highway Planning and Construction

This is an agreement between Ames (hereinafter referred to as Recipient) and the Iowa Department of Transportation (hereinafter referred to as the Department). Iowa Code Sections 306A.7 and 307.44 provide for the Recipient and the Department to enter into agreements with each other for the purpose of financing transportation improvement projects in Iowa with Federal funds. Federal regulations require Federal funds to be administered by the Department.

The Recipient has received Federal funding through the Iowa's Clean Air Attainment Program (ICAAP), which is funded by the Congestion Mitigation and Air Quality (CMAQ) Program which was continued by the Moving Ahead for Progress in the 21st Century (MAP-21), Public Law 112-141, and codified at Section 149 of Title 23, United States Code (U.S.C.); which are hereinafter referred to as ICAAP funds.

Pursuant to the terms of this agreement and applicable statutes, the Department agrees to provide the funding named above to the Recipient for the authorized and approved costs for eligible items associated with the project.

Under this agreement, the parties further agree as follows:

1. The Recipient shall be responsible for carrying out the provisions of this agreement.
2. All notices required under this agreement shall be made in writing to the appropriate contact person. The Department's contact person shall be Gregg Durbin, District 1, 1020 South 4th Street, Ames, Iowa 50010, 515-239-1421. The Recipient's contact person shall be Tracy Warner, City of Ames, 515 Clark Avenue, Ames, Iowa 50010.
3. The Recipient shall be responsible for the development and completion of the following described project:

The proposed project involves the extension of South Grand Avenue approximately 550 feet from its current southern terminus just south of Squaw Creek Drive. It also includes construction of South 5th Street from approximately 1,000 feet east of South Walnut Avenue to the new portion of South Grand Avenue cited above.

4. The Recipient shall receive reimbursement for costs of authorized and approved eligible project activities from ICAAP funds. The portion of the project costs reimbursed with ICAAP funds shall be

limited to a maximum of either 80 percent of eligible costs (other than those reimbursed with other Federal funds) or the amount listed (\$396,485) in the Ames Area Metropolitan Organization's current Transportation Improvement Program (TIP) and approved in the current Statewide Transportation Improvement Program (STIP), whichever is less. Eligible project activities will be as described in Section 149 of Title 23, United States Code (U.S.C.) and determined by the Department to be eligible.

5. Eligible project costs in excess of the amount reimbursed by the Department above will be considered the local contribution and may include cash, non-cash or approved State fund contributions. The local contribution must equal a minimum of 20 percent of eligible project costs. The recipient shall certify to the Department the value of any non-cash contribution to the project prior to it being incurred. The Department retains the sole authority to determine the eligibility and value of the Recipient's non-cash contribution for the purposes of this agreement. If the Recipient's total cash and non-cash contribution is determined by the Department to be less than that required by this agreement, the Recipient shall increase its cash contribution or the grant amount associated with this project shall be reduced accordingly.
6. The Recipient must have let the contract or have construction started within two years of October 1, 2018. If the Recipient does not do this, they will be in default for which the Department can revoke funding commitments. This agreement may be extended for periods up to six months upon receipt of a written request from the Recipient at least sixty (60) days prior to the deadline.
7. If the project described in this agreement crosses a DOT primary road, then:
 - a. The Recipient shall convey title to the State of Iowa, by quit claim deed, to any right of way necessary for the primary road crossing, all at no cost to the DOT. However, the DOT shall prepare detailed legal descriptions and plats. The general configuration of the right of way to be conveyed shall be agreed to by the Recipient and the DOT prior to the survey.
 - b. The Recipient shall submit six copies of plans for all primary road system crossings to the DOT contact person for review and approval by the District Offices for necessary permits, Offices of Road Design and Maintenance with regard to crossing design and location, signing, fencing, safety, maintenance, compliance with access control policy, etc. Said approval shall be obtained before the Recipient proceeds with the construction of any primary road system crossing.
 - c. The use of primary highway right of way for this project's purpose shall be subject to any rights enjoyed by any existing utility lines presently within the right of way. If excavation of a utility line over which this project has been placed is necessary for any reason, the utility shall be responsible for proper backfilling of said excavation to ground level. The Recipient shall be responsible for any necessary resurfacing or restoration.
 - d. The use of primary highway right of way for this project's purposes shall be subject to any future plans for reconstruction, improvement, maintenance, or relocation of the highway by the DOT. Any relocation of this project necessary because of said plans shall be at the expense of the Recipient, all at no cost to the DOT. This agreement may be declared to be in

default by the Department if the Department determines that the Recipient's application for funding contained inaccuracies, omissions, errors or misrepresentations; or if the Department determines that the project is not developed as described in the application.

8. If the Recipient fails to perform any obligation under this agreement, the Department shall have the right, after first giving thirty (30) days written notice to the Recipient by certified mail return receipt requested, to declare any part or all of this agreement in default. The Recipient shall have thirty (30) days from date of mailing of the notice to cure the default. If the Recipient cures the default, the Recipient shall notify Department no later than five (5) days after cure or before the end of said thirty (30) day period given to cure the default. The Department may thereafter determine whether the default has, in fact, been cured, or whether the Recipient remains in default.
9. This agreement may be declared to be in default by the Department if the Department determines that the Recipient's application for funding contained inaccuracies, omissions, errors or misrepresentations; or if the Department determines that the project is not developed as described in the application.
10. In the event a default is not cured the Department may revoke funding commitments or seek repayment of funds loaned or granted by this agreement. By signing this agreement the Recipient agrees to repay said funding if they are found to be in default. Repayment methods may include cash repayment, installment repayments with negotiable interest rates, charges against the Recipient's share of road use tax funds, or other methods as approved by the Transportation Commission.
11. The Recipient shall comply with Exhibit 1, General Agreement Provisions for use of Federal Highway Funds on Non-primary Highways, which is attached hereto and by this reference is incorporated into this agreement.
12. This agreement is not assignable without the prior written consent of the Department.
13. If any part of this agreement is found to be void and unenforceable, the remaining provisions of this agreement shall remain in effect.
14. It is the intent of both parties that no third party beneficiaries be created by this agreement.
15. This agreement shall be executed and delivered in two or more copies, each of which so executed and delivered shall be deemed to be an original and shall constitute but one and the same agreement.
16. This agreement and the attached exhibit constitute the entire agreement between the Department and the Recipient concerning this project. Representations made before the signing of this agreement are not binding, and neither party has relied upon conflicting representations in entering into this agreement. Any change or alteration to the terms of this agreement shall be made in the form of an addendum to this agreement. The addendum shall become effective only upon written approval of the Department and the Recipient.

IN WITNESS WHEREOF, each of the parties hereto has executed this agreement as of the date shown opposite its signature below.

RECIPIENT: City of Ames

By: _____ Date _____, _____

Title: Mayor

CERTIFICATION:

I, _____, certify that I am the Clerk of the city, and that
(Name of City Clerk)

_____, who signed said Agreement for and on behalf of
(Name of Mayor/Signer Above)

the city was duly authorized to execute the same by virtue of a formal resolution duly passed and adopted by the city, on the ____ day of _____.

Signed: _____

City Clerk of Ames, Iowa.

IOWA DEPARTMENT OF TRANSPORTATION

Highway Division
1020 South 4th Street, Ames, Iowa 50010

By: _____ Date _____, _____

Gregg Durbin, P.E.
Local Systems Engineer
District 1

EXHIBIT 1

General Agreement Provisions for use of Federal Highway Funds on Non-primary Projects

Unless otherwise specified in this agreement, the Recipient shall be responsible for the following:

1. General Requirements.

- a. The Recipient shall take the necessary actions to comply with applicable State and Federal laws and regulations. To assist the Recipient, the Department has provided guidance in the Federal-aid Project Development Guide (Guide) and the Instructional Memorandums to Local Public Agencies (I.M.s) that are referenced by the Guide. Both are available on-line at: http://www.iowadot.gov/local_systems/publications/im/lpa_ims.htm. The Recipient shall follow the applicable procedures and guidelines contained in the Guide and I.M.s in effect at the time project activities are conducted.
- b. In accordance with Title VI of the Civil Rights Act of 1964 and associated subsequent nondiscrimination laws, regulations, and executive orders, the Recipient shall not discriminate against any person on the basis of race, color, national origin, sex, age, or disability. In accordance with Iowa Code Chapter 216, the Recipient shall not discriminate against any person on the basis of race, color, creed, age, sex, sexual orientation, gender identity, national origin, religion, pregnancy, or disability. The Recipient agrees to comply with the requirements outlined in I.M. 1.070, Title VI and Nondiscrimination Requirements which includes the requirement to provide a copy of the Recipient's Title VI Plan or Agreement and Standard DOT Title VI Assurances to the Department.
- c. The Recipient shall comply with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), Section 504 of the Rehabilitation Act of 1973 (Section 504), the associated Code of Federal Regulations (CFR) that implement these laws, and the guidance provided in I.M. 1.080, ADA Requirements. When pedestrian facilities are constructed, reconstructed, or altered, the Recipient shall make such facilities compliant with the ADA and Section 504.
- d. To the extent allowable by law, the Recipient agrees to indemnify, defend, and hold the Department harmless from any claim, action or liability arising out of the design, construction, maintenance, placement of traffic control devices, inspection, or use of this project. This agreement to indemnify, defend, and hold harmless applies to all aspects of the Department's application review and approval process, plan and construction reviews, and funding participation.
- e. As required by 2 CFR 200.501 "Audit Requirements", a non-Federal entity expending \$750,000 or more in Federal awards in a year shall have a single or program-specific audit conducted for that year in accordance with the provision of that part. Auditee responsibilities are addressed in Subpart F of 2 CFR 200. The Federal funds provided by this agreement shall be reported on the appropriate Schedule of Expenditures of Federal Awards (SEFA) using the Catalog of Federal Domestic Assistance (CFDA) number and title as shown on the first page of this agreement. If the Recipient will pay initial project costs and request reimbursement from the Department, the Recipient shall report this project on its SEFA. If the Department will pay initial project costs and

then credit those accounts from which initial costs were paid, the Department will report this project on its SEFA. In this case, the Recipient shall not report this project on its SEFA.

- f. The Recipient shall supply the Department with all information required by the Federal Funding Accountability and Transparency Act of 2006 and 2 CFR Part 170.
- g. The Recipient shall comply with the following Disadvantaged Business Enterprise (DBE) requirements:
 - i. The Recipient shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any Department-assisted contract or in the administration of its DBE program or the requirements of 49 CFR Part 26. The Recipient shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of Department-assisted contracts.
 - ii. The Recipient shall comply with the requirements of I.M. 3.710, DBE Guidelines.
 - iii. The Department's DBE program, as required by 49 CFR Part 26 and as approved by the Federal Highway Administration (FHWA), is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the Recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).
- h. Termination of funds. Notwithstanding anything in this agreement to the contrary, and subject to the limitations set forth below, the Department shall have the right to terminate this agreement without penalty and without any advance notice as a result of any of the following: 1) The Federal government, legislature or governor fail in the sole opinion of the Department to appropriate funds sufficient to allow the Department to either meet its obligations under this agreement or to operate as required and to fulfill its obligations under this agreement; or 2) If funds are de-appropriated, reduced, not allocated, or receipt of funds is delayed, or if any funds or revenues needed by the Department to make any payment hereunder are insufficient or unavailable for any other reason as determined by the Department in its sole discretion; or 3) If the Department's authorization to conduct its business or engage in activities or operations related to the subject matter of this agreement is withdrawn or materially altered or modified. The Department shall provide the Recipient with written notice of termination pursuant to this section.

2. Programming and Federal Authorization.

- a. The Recipient shall be responsible for including the project in the appropriate Regional Planning Affiliation (RPA) or Metropolitan Planning Organization (MPO) Transportation Improvement Program (TIP). The Recipient shall also ensure that the appropriate RPA or MPO, through their TIP submittal to the Department, includes the project in the Statewide Transportation Improvement Program (STIP). If the project is not included in the appropriate fiscal year of the STIP, Federal funds cannot be authorized.
- b. Before beginning any work for which Federal funding reimbursement will be requested, the Recipient shall contact the Department to obtain the procedures necessary to secure FHWA authorization. The Recipient shall submit a written request for FHWA authorization to the Department. After reviewing the Recipient's request, the Department will forward the request to the FHWA for authorization and obligation of Federal funds. The Department will notify the Recipient when FHWA authorization is obtained. The cost of work performed prior to FHWA authorization will not be reimbursed with Federal funds.

3. Federal Participation in Work Performed by Recipient Employees.

- a. If Federal reimbursement will be requested for engineering, construction inspection, right-of-way acquisition or other services provided by employees of the Recipient, the Recipient shall follow the procedures in I.M. 3.310, Federal-aid Participation in In-House Services.
- b. If Federal reimbursement will be requested for construction performed by employees of the Recipient, the Recipient shall follow the procedures in I.M. 3.810, Federal-aid Construction by Local Agency Forces.
- c. If the Recipient desires to claim indirect costs associated with work performed by its employees, the Recipient shall prepare and submit to the Department an indirect cost rate proposal and related documentation in accordance with the requirements of 2 CFR 200. Before incurring any indirect costs, such indirect cost proposal shall be certified by the FHWA or the Federal agency providing the largest amount of Federal funds to the Recipient. If approved, the approved indirect cost rate shall be incorporated by means of an amendment to this agreement.

4. Design and Consultant Services

- a. The Recipient shall be responsible for the design of the project, including all necessary plans, specifications, and estimates (PS&E). The project shall be designed in accordance with the design guidelines provided or referenced by the Department in the Guide and applicable I.M.s.
- b. If the Recipient requests Federal funds for consultant services, the Recipient and the Consultant shall prepare a contract for consultant services in accordance with 23 CFR Part 172. These regulations require a qualifications-based selection process. The Recipient shall follow the procedures for selecting and using consultants outlined in I.M. 3.305, Federal-aid Participation in Consultant Costs.

- c. If Preliminary Engineering (PE) work is federally funded, and if right-of-way acquisition or actual construction of the project is not started by the close of the tenth fiscal year following the fiscal year in which the Federal funds were authorized, the Recipient shall repay to the Department the amount of Federal funds reimbursed to the Recipient for such PE work. PE includes work that is part of the development of the PS&E for a construction project. This includes environmental studies and documents, preliminary design, and final design up through and including the preparation of bidding documents. PE does not include planning or other activities that are not intended to lead to a construction project. Examples include planning, conceptual, or feasibility studies.

5. Environmental Requirements and other Agreements or Permits.

- a. The Recipient shall take the appropriate actions and prepare the necessary documents to fulfill the FHWA requirements for project environmental studies including historical/cultural reviews and location approval. The Recipient shall complete any mitigation agreed upon in the FHWA approval document. These procedures are set forth in I.M. 3.105, Concept Statement Instructions; 3.110, Environmental Data Sheet Instructions; 3.112, FHWA Environmental Concurrence Process; and 3.114, Cultural Resource Regulations.
- b. If farmland is to be acquired, whether for use as project right-of-way or permanent easement, the Recipient shall follow the procedures in I.M. 3.120, Farmland Protection Policy Act Guidelines.
- c. The Recipient shall obtain project permits and approvals, when necessary, from the Iowa Department of Cultural Affairs (State Historical Society of Iowa; State Historic Preservation Officer), Iowa Department of Natural Resources, U.S. Coast Guard, U.S. Army Corps of Engineers, the Department, or other agencies as required. The Recipient shall follow the procedures in I.M. 3.130, 404 Permit Process; 3.140, Storm Water Permits; 3.150, Highway Improvements in the Vicinity of Airports or Heliports; and 3.160, Asbestos Inspection, Removal and Notification Requirements.
- d. In all contracts entered into by the Recipient, and all subcontracts, in connection with this project that exceed \$100,000, the Recipient shall comply with the requirements of Section 114 of the Clean Air Act and Section 308 of the Federal Water Pollution Control Act, and all their regulations and guidelines. In such contracts, the Recipient shall stipulate that any facility to be utilized in performance of or to benefit from this agreement is not listed on the Environmental Protection Agency (EPA) List of Violating Facilities or is under consideration to be listed.

6. Right-of-Way, Railroads and Utilities.

- a. The Recipient shall acquire the project right-of-way, whether by lease, easement, or fee title, and shall provide relocation assistance benefits and payments in accordance with the procedures set forth in I.M. 3.605, Right-of-Way Acquisition, and the Department's Office of Right of Way Local Public Agency Manual. The Recipient shall contact the Department for assistance, as necessary, to ensure compliance with the required procedures, even if no Federal funds are used for right-of-way activities. The Recipient shall obtain environmental concurrence before acquiring any

needed right-of-way. With prior approval, hardship and protective buying is possible. If the Recipient requests Federal funding for right-of-way acquisition, the Recipient shall also obtain FHWA authorization before purchasing any needed right-of-way.

- b. If the project right-of-way is federally funded and if the actual construction is not undertaken by the close of the twentieth fiscal year following the fiscal year in which the Federal funds were authorized, the Recipient shall repay the amount of Federal funds reimbursed for right-of-way costs to the Department.
- c. If a railroad crossing or railroad tracks are within or adjacent to the project limits, the Recipient shall obtain agreements, easements, or permits as needed from the railroad. The Recipient shall follow the procedures in I.M. 3.670, Work on Railroad Right-of-Way, and I.M. 3.680, Federal-aid Projects Involving Railroads.
- d. The Recipient shall comply with the Policy for Accommodating Utilities on City and County Federal-aid Highway Right of Way for projects on non-primary Federal-aid highways. For projects connecting to or involving some work inside the right-of-way for a primary highway, the Recipient shall follow the Department's Policy for Accommodating Utilities on Primary Road System. Certain utility relocation, alteration, adjustment, or removal costs to the Recipient for the project may be eligible for Federal funding reimbursement. The Recipient should also use the procedures outlined in I.M. 3.640, Utility Accommodation and Coordination, as a guide to coordinating with utilities.
- e. If the Recipient desires Federal reimbursement for utility costs, it shall submit a request for FHWA authorization prior to beginning any utility relocation work, in accordance with the procedures outlined in I.M. 3.650, Federal-aid Participation in Utility Relocations.

7. Contract Procurement.

The following provisions apply only to projects involving physical construction or improvements to transportation facilities:

- a. The project plans, specifications, and cost estimate (PS&E) shall be prepared and certified by a professional engineer or architect, as applicable, licensed in the State of Iowa.
- b. For projects let through the Department, the Recipient shall be responsible for the following:
 - i. Prepare and submit the PS&E and other contract documents to the Department for review and approval in accordance with I.M. 3.505, Check and Final Plans and I.M. 3.510, Check and Final Bridge or Culvert Plans, as applicable.
 - ii. The contract documents shall use the Department's Standard Specifications for Highway and Bridge Construction. Prior to their use in the PS&E, specifications developed by the Recipient for individual construction items shall be approved by the Department.

- iii. Follow the procedures in I.M. 3.730, Iowa DOT Letting Process, to analyze the bids received, make a decision to either award a contract to the lowest responsive bidder or reject all bids, and if a contract is awarded, execute the contract documents and return to the Department.
- c. For projects that are let locally by the Recipient, the Recipient shall follow the procedures in I.M. 3.720, Local Letting Process, Federal-aid.
- d. The Recipient shall forward a completed Project Development Certification (Form 730002) to the Department in accordance with I.M. 3.750, Project Development Certification Instructions. The project shall not receive FHWA Authorization for construction or be advertised for bids until after the Department has reviewed and approved the Project Development Certification.
- e. If the Recipient is a city, the Recipient shall comply with the public hearing requirements of the Iowa Code Section 26.12.
- f. The Recipient shall not provide the contractor with notice to proceed until after receiving written notice the Department has concurred in the contract award.

8. Construction.

- a. A full-time employee of the Recipient shall serve as the person in responsible charge of the construction project. For cities that do not have any full time employees, the mayor or city clerk will serve as the person in responsible charge, with assistance from the Department.
- b. Traffic control devices, signing, or pavement markings installed within the limits of this project shall conform to the "Manual on Uniform Traffic Control Devices for Streets and Highways" per 761 Iowa Administrative Code Chapter 130. The safety of the general public shall be assured through the use of proper protective measures and devices such as fences, barricades, signs, flood lighting, and warning lights as necessary.
- c. For projects let through the Department, the project shall be constructed under the Department's Standard Specifications for Highway and Bridge Construction and the Recipient shall comply with the procedures and responsibilities for materials testing according to the Department's Materials I.M.s. Available on-line at:
<http://www.iowadot.gov/erl/current/IM/navigation/nav.htm>.
- d. For projects let locally, the Recipient shall provide materials testing and certifications as required by the approved specifications.
- e. If the Department provides any materials testing services to the Recipient, the Department will bill the Recipient for such testing services according to its normal policy as per Materials I.M. 103, Inspection Services Provided to Counties, Cities, and Other State Agencies.
- f. The Recipient shall follow the procedures in I.M. 3.805, Construction Inspection, and the Department's Construction Manual, as applicable, for conducting construction inspection activities.

9. Reimbursements.

- a. After costs have been incurred, the Recipient shall submit to the Department periodic itemized claims for reimbursement for eligible project costs. Requests for reimbursement shall be made at least annually but not more than bi-weekly.
- b. To ensure proper accounting of costs, reimbursement requests for costs incurred prior to June 30 shall be submitted to the Department by August 1 if possible, but no later than August 15.
- c. Reimbursement claims shall include a certification that all eligible project costs, for which reimbursement is requested, have been reviewed by an official or governing board of the Recipient, are reasonable and proper, have been paid in full, and were completed in substantial compliance with the terms of this agreement.
- d. The Department will reimburse the Recipient for properly documented and certified claims for eligible project costs. The Department may withhold up to 5% of the Federal share of construction costs or 5% of the total Federal funds available for the project, whichever is less. Reimbursement will be made either by State warrant or by crediting other accounts from which payment was initially made. If, upon final audit or review, the Department determines the Recipient has been overpaid, the Recipient shall reimburse the overpaid amount to the Department. After the final audit or review is complete and after the Recipient has provided all required paperwork, the Department will release the Federal funds withheld.
- e. The total funds collected by the Recipient for this project shall not exceed the total project costs. The total funds collected shall include any Federal or State funds received, any special assessments made by the Recipient (exclusive of any associated interest or penalties) pursuant to Iowa Code Chapter 384 (cities) or Chapter 311 (counties), proceeds from the sale of excess right-of-way, and any other revenues generated by the project. The total project costs shall include all costs that can be directly attributed to the project. In the event that the total funds collected by the Recipient do exceed the total project costs, the Recipient shall either:
 - i. in the case of special assessments, refund to the assessed property owners the excess special assessments collected (including interest and penalties associated with the amount of the excess), or
 - ii. Refund to the Department all funds collected in excess of the total project costs (including interest and penalties associated with the amount of the excess) within 60 days of the receipt of any excess funds. In return, the Department will either credit reimbursement billings to the FHWA or credit the appropriate State fund account in the amount of refunds received from the Recipient.

10. Project Close-out.

- a. Within 30 days of completion of construction or other activities authorized by this agreement, the Recipient shall provide written notification to the Department and request a final audit, in accordance with the procedures in I.M. 3.910, Final Review, Audit, and Close-out Procedures for Federal-aid Projects.
- b. For construction projects, the Recipient shall provide a certification by a professional engineer, architect, or landscape architect as applicable, licensed in the State of Iowa, indicating the construction was completed in substantial compliance with the project plans and specifications.
- c. Final reimbursement of Federal funds shall be made only after the Department accepts the project as complete.
- d. The Recipient shall maintain all books, documents, papers, accounting records, reports, and other evidence pertaining to costs incurred for the project. The Recipient shall also make these materials available at all reasonable times for inspection by the Department, FHWA, or any authorized representatives of the Federal Government. Copies of these materials shall be furnished by the Recipient if requested. Such documents shall be retained for at least 3 years from the date of FHWA approval of the final closure document. Upon receipt of FHWA approval of the final closure document, the Department will notify the Recipient of the record retention date.
- e. The Recipient shall maintain, or cause to be maintained, the completed improvement in a manner acceptable to the Department and the FHWA.

COUNCIL ACTION FORM

SUBJECT: PUBLIC WORKS UTILITY MAINTENANCE CRANE, UTILITY BODY & ACCESSORIES – FLEET REPLACEMENT PROGRAM

BACKGROUND:

The City has one service truck with a crane, operated by Public Works for maintenance of the underground water and sanitary sewer systems. This truck is used to lift larger items like manholes and hydrants. This essential unit is due for replacement in the 2018 fiscal year. There were two bids received to provide and install an aluminum utility body, crane and accessories onto a City-provided truck chassis. The chassis has not yet been bid. The delivery of the new truck will happen after July 1, 2018.

Bids were received as follows:

Bidders	Make	Model	Year	Delivery Time	Total Cost
Hawkeye Truck Equipment of DSM	Stellar	12630 Crane with TMAX211 Utility Body	2018	120 Days	\$103,550
Altec Industries Inc. of St. Joseph, MO	Altec	DM47B Crane and Body	2018	330 Days	\$149,337

Evaluation of the bids determined the low bid of \$103,550 for the Stellar 12630 Crane with the TMAX211 Aluminum Utility Body from Hawkeye Truck Equipment of Des Moines is the most cost effective bid and meets the City’s required specifications. The chassis will go out for bid upon the award of the contract for the crane and body.

The estimated cost of a qualified current model chassis is \$90,000. This brings total estimated cost of the completed truck to \$193,550.

Funding is available for this purchase as follows:

Existing Unit Escrow	\$178,223
Salvage Value	\$ 12,000
Future Escrow	\$ 8,424 (6 months)
Available funding	\$198,647

ALTERNATIVES:

1. Award a contract to Hawkeye Truck Equipment of Des Moines, IA, to supply and install the Stellar 12630 Crane with the TMAX211 Aluminum Utility Body and accessories onto a City-provided chassis for \$103,550.
2. Reject these bids.

MANAGER'S RECOMMENDED ACTION:

Staff members from Fleet Services and Public Works have evaluated these bids and agree that the bid from Hawkeye Truck Equipment will meet the established service requirements at a reasonable price.

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

COUNCIL ACTION FORM

SUBJECT: **TRANSFORMER REPAIRS FOR ELECTRIC SERVICES**

BACKGROUND:

Electric Services staff has made several unsuccessful attempts to repair leaks on two transformers using industry accepted methods. We are now at a point where the transformer's gaskets and seals need to be changed out in order for the leaks to stop. These repairs are considered specialized, so the transformers must be repaired by a company who has the expertise to perform them.

Staff contacted Jordan Transformer who is the industry leader in providing these specialized repairs on large transformers. Council should note that Jordan Transformer is the company that is usually sub-contracted by other transformer vendors to perform this same work. An additional benefit of using Jordan Transformer is because one of the transformers has a PCB level of 12ppm which requires special handling and disposal.

Electric Services has a narrow window within which these transformers can be repaired. One of the transformers must be repaired during the Power Plant's spring outage on Unit No. 8, which is scheduled from March 31st to April 15th. The second one should be repaired before the high summer energy demands occur at the substations, and before work begins on the Top-O-Hollow Substation in the fall. By contracting with one company to perform both repairs, one after the other, this will reduce the costs of pre-repair staging and the post-repair cleanup of the tanker truck after the oil of the PCB affected transformer is removed.

Staff recommends Jordan Transformer as the preferred vendor to perform this work for three reasons – 1) they are an industry leader in performing this specialized repair, 2) they have the expertise to handle/dispose of the PCB-contaminated oil, and 3) they can perform the work within the time the City has available. **Therefore, staff is requesting that the City Council waive the City's purchasing policies requiring competitive bids, and award these transformer repairs to Jordan Transformer, LLC, Jordan, MN, in the amount of \$66,209.46 (inclusive of Iowa sales tax).** Based on the amount of work, the technicality of the work, and the PCB hazard involved, staff believes the quoted price of \$66,209.46 to be reasonable.

Funding for these repairs is available from the approved FY2017/18 operating budget under minor substation improvements. This currently contains \$87,000 to cover this contract.

ALTERNATIVES:

1. Waive the purchasing policy requirement for competitive bidding for the Transformer Repairs for Electric Services and award a contract to Jordan Transformer, LLC, Jordan, MN, in the amount of \$66,209.46 (inclusive of Iowa sales tax) to repair the two transformers.
2. Do not approve and direct staff to solicit bids for these repairs.

MANAGER'S RECOMMENDED ACTION:

It is crucial to have these transformers repaired and returned by the needed timeframes. One of them is required to start the Power Plant's Unit No. 8 generator following the Spring outage. By working on the second transformer immediately after, the City will save significant staging and clean-up costs since the equipment will already be here. Electric Services staff is also attempting to get both transformers repaired prior to summer so that substations are not off-line during high load conditions.

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

COUNCIL ACTION FORM

SUBJECT: 2017/18 ASPHALT STREET PAVEMENT IMPROVEMENTS (PIERCE AVENUE, PIERCE CIRCLE AND TYLER AVENUE)

BACKGROUND:

The Asphalt Street Pavement Improvements is the annual program for reconstruction and resurfacing (rehabilitation) of asphalt streets, typically located within residential neighborhoods. Streets within residential subdivisions have been installed using full-depth asphalt pavement since mid-1970. Full-depth replacement of these streets has become necessary due to structural pavement failure. Rehabilitation of existing asphalt streets is possible where the base asphalt layer is solid, but the surface course has failed.

The locations for this project includes Pierce Avenue, Pierce Circle, and Tyler Avenue.

Staff has completed plans and specifications for this contract with a total estimated construction cost of \$706,080.30. Engineering and construction administration costs are estimated at \$105,912.05, bringing the **total estimated costs to \$811,992.35.**

The Asphalt Street Pavement Improvements are shown in the 2017/18 Capital Improvement Plan with **\$850,000.00 in G.O. Bond funding.** Staff held a project informational meeting with area property owners and residents to receive input on the project timing, staging and design. Comments were received and incorporated into the project design.

ALTERNATIVES:

1. Approve the plans and specifications for the 2017/18 Asphalt Street Pavement Improvements project and establish March 21, 2018, as the date of letting and March 27, 2018, as the date for report of bids.
2. Do not approve this project.

MANAGER'S RECOMMENDED ACTION:

The condition of the existing pavement for all three streets has deteriorated such that full pavement replacement is necessary. The project will incorporate updates to the existing storm sewer, manholes, and ADA sidewalk compliance.

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

COUNCIL ACTION FORM

**SUBJECT: 2017/18 WATER SYSTEM IMPROVEMENTS PROGRAM #2 -
 KELLOGG AVE (24TH ST to 28TH ST) AND 18TH STREET (CLARK AVE
 to BRUNETT AVE)**

BACKGROUND:

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

The locations for this project includes Kellogg Avenue (24th Street to 28th Street) and 18th Street (Clark Avenue to Burnett Avenue).

Staff has completed plans and specifications for this contract with a total estimated construction cost of \$692,100 for the base bid. Engineering and construction administration costs are estimated at \$103,800, bringing the **total estimated costs for the base bid to \$795,900.**

Improvements under this program are also included for another location (13th Street) under separate contract. Overall program funding and expenses are shown below.

		Location	
		17/18 Water System Imp. (Kellogg Ave and 18th Street) Contract #2	17/18 Arterial Street Pavement Improvements (13th St) Contract #1
<i>Program Funding Summary</i>			
2017/18 Water System Improvements Program			
Water Utility Fund - Total Funding	\$1,300,000		
<i>Program Expense Summary</i>			
Engineering (estimated)	\$103,800	\$103,800	
Construction (estimated)	\$1,094,600	\$692,100	\$402,500
Totals	\$1,198,400	\$795,900	\$402,500

<i>Projected Remaining Funds</i>

\$101,600

The Water System Improvements Program #2, shown in the 2017/18 Capital Improvement Plan with \$1,300,000.00 in Water Utility funding. Staff sent out an informational letter with area property owners, residents and businesses to solicit input on the project timing, staging and design.

ALTERNATIVES:

1. Approve the plans and specifications for the 2017/18 Water System Improvements Program #2 project and establish March 21, 2018, as the date of letting and March 27, 2018, as the date for report of bids.
2. Do not approve this project.

MANAGER'S RECOMMENDED ACTION:

By improving the water systems in these local neighborhoods, residents will see improved water quality and firefighting capacity. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.

COUNCIL ACTION FORM

SUBJECT: 2017/18 CLEAR WATER DIVERSION PROGRAM

BACKGROUND:

Clear water from footing drains causes overloading and backups in the sanitary sewer as well as increases in the volume of clean water that is treated at the sewage treatment facility. The Clear Water Diversion program involves diverting footing drain discharge from sanitary sewers to storm sewers. This diversion results in lower volumes of clean water needing treatment at the sewage treatment facility, thereby decreasing operating and maintenance costs of that facility. In addition, the program addresses locations where sump pump water discharges directly over the back of curb since no storm sewer exists in the area. In winter conditions, these sump pump discharges can cause ice build-up in the curb and gutter. The 2017/18 program addresses these types of situations.

The locations for the 2017/2018 Clear Water Diversion Program include: Duff Avenue (O'Neil Dr. to 20th St), O'Neil Dr. (Douglas to Duff) and Douglas Avenue (O'Neil Dr. to 20th St). Building Inspections staff have been working with the owner of these rental properties for quite some time to remove their discharge from the sanitary sewer system. Currently, no storm sewer system connections exist in this area. Therefore, this Clear Water Diversion project has been designed to remove the clean water from the sanitary sewer system while also preventing issues related to sump pump discharge over the back of curb.

Staff has completed plans and specifications with estimated construction costs in the amount of \$128,000. Funding and expenses for the project are summarized below:

Funding Source	Available Revenue	Estimated Expenses
17-'18 Clear Water Diversion Program	\$ 25,000.00	
17-'18 San. Sewer Rehab Program (Sewer Fund)	\$ 125,000.00	
Engineer's Estimate of Construction		\$ 128,000.00
Engineering & Administration		\$ 19,200.00
	\$ 150,000.00	\$ 147,200.00

ALTERNATIVES:

1. Approve the 2017/18 Clear Water Diversion Program by establishing March 21, 2018, as the date of letting and March 27, 2018, as the date for report of bids.
2. Reject the Project

MANAGER'S RECOMMENDED ACTION:

This project will help to reduce clean water discharges to the sanitary sewer system, thus reducing unnecessary flow in the sewer system and unneeded treatment at the Water Pollution Control facility. Therefore, it is the recommendation of the City Manager that the City Council approve the Alternative No. 1, as noted above.

COUNCIL ACTION FORM

**SUBJECT: 2017/18 ARTERIAL STREET PAVEMENT IMPROVEMENTS
 (13TH STREET - RIDGEWOOD AVENUE TO HARDING AVENUE)**

BACKGROUND:

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

Stanley Consultants and City staff have completed plans and specifications for this contract with estimated construction costs of \$1,824,513. Engineering and construction administration costs are estimated at \$360,000, bringing **total estimated costs for this project to \$2,184,513.**

This Arterial Street Pavement Improvement is shown in the 2017/18 Capital Improvements Plan with funding in the amount of \$620,000 from General Obligation bonds and \$1,060,000 from MPO/STP funds through the Ames Area Metropolitan Planning Organization. During design research, it was found that the existing water main along this section of 13th Street is over 90 years old. This project presented an opportune time to replace this very old main, which will be funded using \$402,500 in Water System Improvement funds. This project also includes the 13th Street shared use path extension from Ridgewood Avenue to Northwestern Avenue. This work is shown in the 2016/17 Shared Use Path Expansion with funding in the amount of \$50,000 in Local Option Sales Tax. \$60,000 in Road Use Tax / Local Option Sales Tax from the Accessibility Enhancement Program will also be used for pedestrian enhancements with the project. **This brings total funding to \$2,192,500.**

Activity	Expenses	Revenue
Engineering	\$360,000	
Construction	\$1,824,513	
17/18 Art. St. (GO Bonds)		\$620,000
17/18 Art. St. (MPO/STP)		\$1,060,000
17/18 Water System Improvements		\$402,500
16/17 Shared Use Path		\$50,000
17/18 Accessibility Enhancements		\$60,000
TOTAL	\$2,184,513	\$2,192,500

Staff held a project informational meeting with area property owners, residents and interested persons to receive input on the project timing and staging and design. Additionally, input was received from CyRide representatives regarding operations along the project corridor. The comments received were incorporated into the project design, which included staging the project to keep 13th Street west of Northwestern Avenue open while school is in session and improving the turning radius at the Northwestern Avenue intersection. This project will be broken up into 3 separate phases with each phase being approximately 2 blocks long. Due to the relatively narrow width of 13th Street, each phase will be closed to traffic while construction is occurring for that phase. Traffic will be using adjacent streets during the project. 13th Street west of Ridgewood Avenue will remain open throughout the project to minimize impacts to adjacent properties and the Furman Aquatic Center.

This project is on schedule to have a March 20, 2018 letting, which will be conducted through the Iowa Department of Transportation (DOT), which is a requirement of using the MPO/STP funding. Work could start as early as mid-April and is expected to be completed by late September, weather dependent.

ALTERNATIVES:

1. Approve plans and specifications for the 2017/18 Arterial Street Pavement Improvements (13th Street from Ridgewood Avenue to Harding Avenue) and establish March 20, 2018, as the date of letting and March 27, 2018, as the date for report of bids.
2. Do not approve this project.

MANAGER'S RECOMMENDED ACTION:

Approval of the plans and specifications will continue to keep this project on the Iowa DOT's March 20, 2018, letting schedule. Delay or rejection of these plans and specifications will delay the start of this project, possibly until the 2019 construction season.

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

COUNCIL ACTION FORM

SUBJECT: NORTH RIVER VALLEY LOW-HEAD DAM IMPROVEMENTS

BACKGROUND:

The City of Ames constructed a low-head dam on the South Skunk River in 1984 to create a pool of water in the primary recharge zone for the aquifer that feeds the City's Downtown Well Field, thereby providing a means to increase the capacity of these wells during periods of drought. While the City has never promoted recreation at the dam, it is evident that the low-head dam attracts members of the public who use the area for recreation. Low-head dams can pose a serious drowning hazard due to the recirculation effect which occurs immediately downstream. Therefore, in 2013 the City initiated a project to replace the dam with features that create safe recreational opportunities while still allowing for aquifer recharge during drought.

In April 2016, RiverRestoration.org was awarded a contract to design the project. Prior to the start of design, staff hosted a stakeholder input meeting where representatives from the Skunk River Paddlers, Iowa Department of Natural Resources, Prairie Rivers of Iowa, Parks & Recreation Commission, and an adjacent property owner were able to learn about the project and help develop a list of project goals, beyond the first and foremost goal of improved safety.

In March 2017, staff presented Council with three different alternatives for the project. Alternative A included only the minimal amount necessary to mitigate the safety risk and comply with Iowa DNR requirements. Alternative B included the full in-stream recreation components, and Alternative C added the bank-side improvements and park amenities. City Council voted to move forward with Alternative C. With that direction, staff proceeded with completion of the plans and specifications, meeting with the stakeholder group throughout the design process to get their input.

The majority of the project will take place on City-owned property; however, a small portion of the project to be constructed on the downstream end is owned by Iowa State University. The University is willing to write a letter that allows construction access on their property for the North River Valley Low-Head Dam Improvements, provided that the City be responsible for reasonable site restoration.

This project was previously bid in December, but the single bid received was substantially over the estimate and was rejected. Staff has worked with the design firm to modify the project specifications. All of the bank-side seeding and planting work is now included as a bid alternate. Should bids come in higher again the second time, this would allow the City to exclude the planting work from the contract and instead perform the work using City forces. The

specifications also now allow a longer construction window, which is expected to provide for increased bid competition and increased contractor flexibility, both of which should help in receiving more competitive bids.

Current funding for the project is as follows:

Grant Funds

Low Head Dam Safety Grant (2009)	\$ 75,000	
Low Head Dam Safety Grant (2016)	85,000	
Low Head Dam Safety Grant (2017)	112,901	
Water Trails Enhancement Grant (2017)	120,000	
Subtotal		\$392,901

Local (City) Funds

Water Utility Fund – FY 13/14 CIP	\$ 75,000	
Water Utility Fund – FY 16/17 CIP (from Source Water CIP Project)	150,000	
Parks System Improvements - FY 15/16 CIP Add Recreation Features	40,000	
Local Options Sales Tax	60,000	
General Fund (FY 16/17)	150,000	
Subtotal		\$475,000

In-Kind Donations/Services

Iowa Whitewater Coalition - confirmed	\$ 1,000	
Hawkeye Fly Fishing Assoc. – confirmed	1,000	
Ames Outdoor Alliance – confirmed	1,000	
Iowa Department of Natural Resources (construction Inspection services)	71,600	
City of Ames Park & Recreation staff (tree removal)	16,000	
Subtotal		\$90,600

Total Available Funding **\$958,501**

The current estimated cost for the project is as follows:

Total Project Costs

Engineering	\$ 112,675	
Mussel Survey (permit required)	30,153	
Construction (estimated)	716,354	
Construction Inspection	71,600	
Contingency (4%)	27,719	

Total Estimated Project Cost **\$958,501**

ALTERNATIVES:

1. Grant preliminary approval of the plans and specifications and issue a Notice to Bidders, setting March 29, 2018, as the bid due date and April 10, 2018, as the date of public hearing and award.
2. Do not approve plans and specifications and a notice to bidders at this time.

MANAGER'S RECOMMENDED ACTION:

As a result of the inherent danger of the City's low-head dam in North River Valley Park, staff has recommended a modification to the dam that will significantly reduce the downstream recirculation effect. Staff has worked diligently with stakeholders to provide an opportunity to not only increase the safety associated with the City's low-head dam, but also create a unique recreational facility not available elsewhere in the community.

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 BUS LIFTS REPLACEMENT PROJECT

BACKGROUND:

CyRide was recently awarded grant money for replacing three in-ground bus lifts in the bus maintenance facility. Two of the lifts were installed when the facility was constructed in 1984. The third lift was installed during a facility expansion in 1989. All of the lifts are well beyond their expected useful life of 12-15 years. The architectural/engineering consultant for CyRide has recommended replacing the lifts with new ones that use biodegradable oil for hydraulic lifting.

In early 2017, CyRide staff applied for an Iowa Department of Transportation Public Transportation Infrastructure Grant (PTIG) for lift replacement. In July, it was announced that CyRide would be a recipient of \$405,009 in requested grant money.

To accomplish the lift replacement project, CyRide has accumulated the local match and has the following dollars available:

Funds Available	Dollars
State PTIG Funds	\$ 405,009
Local	\$ 101,252
Total Available	\$ 506,261

Architectural drawings and specifications are now on file in the City Clerk's Office. The bid letting date is February 28 with bids due on March 29, 2018. Bid results will be reported to Council on April 10, 2018.

ALTERNATIVES:

1. Approve plans and specifications for the CyRide Bus Lifts Replacement Project and establish March 29, 2018 as the bid due date and establish April 10, 2018 as the date to report bid results to Council.
2. Direct staff to continue to work with the architect to refine the project plans.

MANAGER'S RECOMMENDED ACTION:

The lifts used for bus maintenance are essential equipment to maintain the CyRide fleet. The existing lifts are well beyond their useful life and need replacement.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving plans and specifications for construction of the CyRide Bus Lifts Replacement Project, and establish March 29, 2018, as the bid due date, and April 10, 2018 as the date to report bid results to Council.

COUNCIL ACTION FORM

SUBJECT: POWER PLANT WINDOW REPLACEMENT

BACKGROUND:

This Council action is for the approval of plans and specifications for replacement of the windows located on the Turbine deck of the Power Plant. The existing windows are original to the building which date back to the 1940's and are in need of replacement. For the last several years, staff maintenance has been trying to seal the block windows from leaks but have had little success. Another section of windows are made of plastic translucent paneling that has become weak and brittle over the years. Both the block windows and the plastic panel windows will be replaced with curtain wall glass windows. This will reduce leaks and make the building more energy efficient.

The Architect's estimate of the cost of this project is \$280,000.

The approved FY2017/18 Power Plant CIP for Power Plant Building Modifications includes \$350,000 for this project.

ALTERNATIVES:

1. Approve the preliminary plans and specifications for the Power Plant Window Replacement and set March 29, 2018, as the bid due date and April 10, 2018, as the date of hearing and award of contract.
2. Delay the needed window replacements for the Steam Electric Plant.

MANAGER'S RECOMMENDED ACTION:

This replacement of the windows at the Power Plant is required to help maintain safe and energy efficient working conditions at the Power Plant.

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

COUNCIL ACTION FORM

SUBJECT: PRELIMINARY PLANS AND SPECIFICATIONS FOR 69KV SF6 CIRCUIT BREAKERS AND 13.8KV CAPACITOR BANK FOR THE TOP-O-HOLLOW SUBSTATION EXPANSION AND ROUTINE BREAKER REPLACEMENTS

BACKGROUND:

This project will convert the existing single underground 69kV transmission tap connection at the Top-O-Hollow substation to a more reliable dual-source transmission connection, including the necessary relaying and breakers for high-speed line and transformer protection. The scope of this project includes the replacement and expansion of the existing 13.8kV metalclad switchgear to provide the addition of a main breaker and replacement of obsolete airblast breakers and electromechanical relays with vacuum-interrupter breakers, microprocessor-based relaying equipment, the addition of 69kV line breakers and the addition of a 13.8kV Capacitor Bank for power factor correction.

With the goal of achieving better pricing, staff is also including the procurement of 2 additional 69kV breakers, one at Stange substation and one at Ames Plant substation. This is for the replacement of obsolete 69kV breakers planned-for and included within the FY 2018/19 Operating budget.

Use of breakers for transmission line, transformer, 13.8kV main breaker protection and the use of Capacitors for power factor correction is consistent with recommended engineering practices in the electric utility industry.

In total, this bid request is for the purchase of four 69kV SF6 circuit breakers and a 13.8kV capacitor bank. The Engineer's estimated cost of this equipment is \$296,000, which includes \$196,000 for (2) 69kV Breakers and (1) Capacitor Bank for the CIP project and \$100,000 for (2) 69kV routine-breaker replacements within the Operating budget. It is necessary to specify and order this equipment ahead of the final design and construction bidding due to the long lead time for these materials. Additionally, the construction phase approval of plans and specifications will be presented to Council in the near future.

The approved FY 2017/18 CIP for Electric Services includes \$1,950,000 for construction under the Top-O-Hollow Substation Expansion and Breaker Addition project which will cover the (2) 69 kV breakers and the capacitor bank. Iowa State University's (ISU) will also provide funding for this project. ISU's share of the project is based on a load-ratio-share of the 69kV portion of this project at the time of implementation. For budgetary purposes, staff is assuming the ISU load ratio share to be 7% of the total project cost.

The approved FY 2018/19 Operating Budget includes \$150,000 to purchase the (2) 69kV routine-replacement breakers.

All Equipment included in this bid request will be delivered in FY 2018/19.

ALTERNATIVES:

1. Approve the plans and specifications for furnishing (2) 69kV Circuit Breakers and capacitor bank for Top-O-Hollow Substation, and (2) additional Circuit Breakers and set March 28, 2018, as the bid due date and April 10, 2018, as the date of hearing and award of contract.
2. Do not approve the plans and specifications at this time.

MANAGER'S RECOMMENDED ACTION:

This project will improve reliability of the 69kV transmission system, improve service to the customers served by this substation, improve worker safety, and provide improved protection to electrical assets from fault damage. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.

To date the Top-O-Hollow CIP project budget has the following items encumbered:

\$1,950,000	FY 2017/18 CIP amount budgeted for construction
	<u>H K Scholz</u>
\$599,231	Actual cost for switchgear and control panels
	<u>To Be Determined</u>
\$159,600	Estimated cost for Electrical Materials - (currently out for bid)
<u>\$*196,000</u>	*Estimated cost for (2) 69kV Breakers and (1) 13.8kV Cap Bank – for the CIP Project (pending Council approval of plans and specifications for this agenda item)
\$954,831	Costs committed to date for project
\$995,169	Remaining Project Balance to cover remaining equipment and construction for the CIP Project.

COUNCIL ACTION FORM

SUBJECT: BOILER MAINTENANCE SERVICES CONTRACT FOR POWER PLANT- CHANGE ORDER NO. 1

BACKGROUND:

This contract consists of a variety of boiler and pressure vessel maintenance, including structural steel and pressure vessel repair. This consists of emergency service, as well as regularly planned repairs and services during scheduled outages.

On June 27, 2017, Council approved the contract renewal with TEI Construction Services, Inc., Duncan, SC, for the Boiler Maintenance Services Contract for Power Plant for the one-year period from July 1, 2017, through June 30, 2018 in the amount not to exceed \$210,000. Plant outages, resulting from boiler tube failure, has caused staff to use more than what was originally budgeted.

The proposed change order would be Change Order No. 1. This change order will add an additional \$350,000 to the current contract for FY2017/18. This will bring the total contract amount to \$560,000.

This Change Order is needed to increase the amount of funds in the current fiscal year contract. The amount of boiler tube repair required to date is much more than what was expected and the funds have been exhausted. Without this change order there will not be enough funds available to perform planned boiler work during the plant's spring outage, and possible future unplanned/emergency boiler repairs needed during the remaining months of this current contract term. **The Council should understand the additional funds authorized in this change order will not be spent unless needed.**

The \$210,000 for the original contract was approved in the FY2017/18 Power Plant operating budget for Electric Production. **The additional funding to cover this \$350,000 change order will come from Unit 7 and Unit 8 Boiler Maintenance accounts. Under this same Boiler Maintenance account, the City Council had approved a different Purchase Order with Pro Energy, another general boiler maintenance company, in an amount of \$425,000. The Pro Energy Purchase Order has been closed, allowing staff the ability to reallocate the unspent dollars to cover the TEI Change Order. Invoices will be based on contract rates for time and materials for services that are actually received. (See table below)**

Vendor	Original Purchase Order Amount	Spent to date	Available Balance	New Contract Allocation
Pro Energy	\$425,000	\$4,250	*\$420,750	\$4,250
TEI	\$210,000	\$191,643	\$18,357	\$560,000
TOTAL	\$635,000	\$195,893	\$439,107	\$564,250

* Purchase Order Closed and balance returned to the Boiler Maint. account

ALTERNATIVES:

1. Approve contract Change Order No. 1 with TEI Construction Services, Inc., Duncan, SC for the Boiler Maintenance Services Contract for Power Plant in the not-to-exceed amount of \$350,000. This will bring the total FY2017/18 contract value to a not-to-exceed amount of \$560,000.

2. Do not approve the change order.

MANAGER'S RECOMMENDED ACTION:

This change order is necessary to ensure a qualified professional firm will respond to both scheduled and emergency needs for boiler repair and maintenance, and will also control costs by having established billing rates. Funds will be expended only as work is required and in accordance with approved invoices. No new funds will be required to satisfy this Change Order since funds remain from the Pro Energy contract are no longer needed.

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

ITEM # 25
DATE 02-27-18

COUNCIL ACTION FORM

SUBJECT: 2014/15 SANITARY SEWER REHABILITATION (MANHOLE REHABILITATION – FLOOD PRONE MANHOLES) BALANCING CHANGE ORDER CORRECTION

BACKGROUND:

This action is correcting the balancing change order for the 2014/15 Sanitary Sewer Rehabilitation (Manhole Rehabilitation- Flood Prone Manholes) to reduce the contract amount by \$34,290 to the actual work performed of \$1,019,377.71. Construction Inspection and final quantities were performed by an external firm and was found to have an error in the balanced quantities. The work is complete and was accepted by City Council on January 23, 2018.

ALTERNATIVES:

1. Approve Change Order #3, a deduction in the amount of (\$34,290.00) reducing the contract amount to \$1,019,377.71.
2. Direct staff to make further contract changes.

MANAGER'S RECOMMENDED ACTION:

This this action corrects an error that occurred in the spreadsheet used by the consultant to track quantities. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.

COUNCIL ACTION FORM

SUBJECT: CITY HALL GYMNASIUM HVAC RENOVATIONS

BACKGROUND:

The City Hall Gymnasium HVAC system was in need of repairs to one half of the system due to failure. Because of the cost to repair the unit and the age of the system staff it was decided that replacement of the entire system was the best option.

Engineering was completed by LMV Engineering, LC in the amount of \$11,000. On January 10, 2017, the City Council awarded construction of the project to Converse Conditioned Air of Ames, IA in the amount of \$182,220. There was one change order increasing the contract by \$15,910 for new piping that was needed on the units. This resulted in construction being done in the amount of \$198,130. This would bring total project costs to \$209,130. Funding was identified in one time savings in the General Fund in the amount of \$182,000 and savings from other City Hall projects from Local Option Sales Tax in the amount of \$12,844 for a total of \$194,844. The remaining \$14,286 will be taken from the City Hall Improvements Capital Improvement Project.

ALTERNATIVES:

1. Accept the City Hall Roof Improvements Project as completed by Converse Conditioned Air of Ames, IA in the amount of \$198,130.
2. Direct staff to pursue modifications to the project.

MANAGER'S RECOMMENDED ACTION:

This impact of this project to the gymnasium users was longer than expected, due in part to the changes needed to complete the project. However, the new system is operating as planned and providing adequate heating and cooling for our users.

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

LMV ENGINEERING, L.C.
1264 MCKINLEY DRIVE, AMES, IOWA 50010
PH: (515) 290-1139 E-MAIL:LMVENGINEERING@AOL.COM

LETTER OF SUBSTANTIAL COMPLETION

DATE: 2/22/2018

PROJECT:
2016/17 Gymnasium HVAC Renovations
Ames City Hall
City of Ames, Iowa
515 Clark Ave
Ames, Iowa 50010

OWNER:
City of Ames, Iowa

The work performed under this contract has been reviewed and inspected and found to be substantially complete. The date of Substantial Completion is as established below:

- All equipment, components, and devices were Substantially Complete on 12/13/2017. The contractor warranties all workmanship for one year for the HVAC system, including materials and installation and specific equipment as described below.
- Air Handling Unit #2 (AHU-2) and Condensing Unit #2 (CU-2) date of Substantial Completion is 6/1/2017. Unit(s) was placed into operation on 5/31/2017.
- Air Handling Unit #1 (AHU-1) and Condensing Unit #1 (CU-1) date of Substantial Completion is 9/1/2017. Unit(s) was placed into operation on 8/22/2017.

All warranties pertaining to this project commence as of the dates of Substantial Completion shown above.

Architect/Engineer: LMV Engineering, L.C.

Signature: *John M. Vannoy*

Date: 2/22/2018

Contractor: Converse Conditioned Air

Signature: *T. J. A. W.*

Date: 2/22/18

Owner: City of Ames, Iowa

Signature: *Wright*

Date: 2/22/18

ITEM #: 27
DATE: 02-27-18

COUNCIL ACTION FORM

SUBJECT: PRELIMINARY PLAT FOR ROSE PRAIRIE

BACKGROUND:

Rose Prairie is a proposed 170-acre development in north Ames, lying west of Hyde Avenue, east of the Union Pacific railroad (Jewell line), and south of County Road 190th Street. See a location map in Attachment A. **The property owner, Rose Prairie, LLC, requests approval of a preliminary plat creating 16 outlots. The developer will be allowed to sell each outlot for a subsequent subdivision.**

The project site is subject to a rezoning Master Plan as well as an Addendum to the Pre-annexation Development Agreement. The preliminary plat includes thirteen lots intended for future residential development. These residential lots are zoned FS-RL (Suburban Low Density) and FS-RM (Suburban Medium Density). Two lots are zoned CGS (Convenience General Service) for future commercial development. One lot will be dedicated for a City park. **None of the outlots in the preliminary plat will accommodate development until a subsequent preliminary plat and final plat for each outlot is approved in the future.** A summary sheet of the lot layout and expected residential unit counts can be found on the cover sheet of the preliminary plat in Attachment E. The complete preliminary plat documents are available online at the following link:

<http://www.cityofames.org/government/departments-divisions-i-z/planning/rose-prairie>

During the review of the rezoning and Master Plan (Attachment D), in 2016 the owner described their goal to create outlots for sale to other developers who would install infrastructure and develop lots themselves. To accommodate that, the Addendum to the Pre-annexation Agreement approved by the City Council on October 11, 2016, included an allowance for the creation of these outlots for sale to other parties. Therefore, this preliminary plat does not include many of the subdivision details that would normally be included in a preliminary plat (such as a full arrangement of lots). The proposed preliminary plat does create the infrastructure skeleton upon which future preliminary plats for each of the outlots would be created. This includes details such as the spine roads, major shared use paths, and the storm water design. It also includes conceptual locations for sanitary sewer, water mains, conservation areas, and private trails.

A key component of the subsequent final plat for the proposed outlots will be defining minimum levels of infrastructure development to support the future individual platting of the outlots. The Addendum to the Pre-annexation Agreement includes some timing requirements, such as construction of the shared use path along Hyde Avenue within two-years of the first final plat and for dedication of the park land no later than

September 1, 2023. A more detailed analysis of the preliminary plat is found in the Addendum to this report.

Planning and Zoning Commission: At its meeting on February 7, 2018, the Ames Planning and Zoning Commission voted 5-1 to recommend Alternative #1 (with conditions). Other than the applicant's representative, no one spoke during the public hearing. The conditions addressed street name changes, Army Corps permitting for storm water improvements, and timing of 190th Street improvements with phasing of the development. The applicant has addressed these conditions and incorporated them into the current version of the plat presented for Council approval.

ALTERNATIVES:

1. The City Council can approve the Preliminary Plat for Rose Prairie.
2. The City Council can deny the Preliminary Plat for Rose Prairie, by finding that the Preliminary Plat does not meet the requirements of Section 23.302(3)(b) or Section 23.603 of the Ames Municipal Code and by setting forth its reasons to disprove or modify the proposed preliminary plat as required by Section 23.302(4) of the Ames Municipal Code. Code sections are found in Attachment C.
3. The City Council can defer action on this request to the next regular meeting and refer it back to City staff and/or the applicant for additional information.

CITY MANAGER'S RECOMMENDATION:

This preliminary plat provides the skeleton upon which the 170-acre Rose Prairie development will be built. Although conceptual, it shows a street network that is consistent with the approved Master Plan, shows that full City utilities can be installed to serve the development, and that storm water management meeting the standards of the City is feasible. This preliminary plat (and subsequent final plat) will not create any buildable lots. **As noted previously, further preliminary plats will need to be prepared for each outlot prior to any development.** Those preliminary plats will need to be consistent with this master preliminary plat, the rezoning Master Plan, Conservation Subdivision standards, and the Pre-annexation Agreement.

Therefore, it is the City Manager's recommendation that the City Council approve the Preliminary Plat of Rose Prairie.

Addendum

General Site Info

Rose Prairie is a 170-acre site of cropland and rolling terrain. There is an abandoned farmstead along Hyde Avenue that will be removed. There are three drainage ways that drain the site. These merge and flow under Hyde Avenue, ultimately draining into Ada Hayden Park. An aerial of the site is found in Attachment B.

To the east, across Hyde Avenue, lie Quarry Estates and Hayden's Crossing. These developments are in the City limits, as is Ada Hayden Heritage Park south of them.

To the west, across the railroad tracks, lie Ames Golf and Country Club (including The Irons residential development) and land owned by the Borgmeyer Trust. These are not in the City limits.

To the south is a 36-acre parcel owned by Sturges (which is not in the City limits) and a future development site known as Auburn Trail (which is in the City limits). A 50-foot gap of unincorporated land was preserved between Rose Prairie and Auburn Trail in order to avoid creating an island of unincorporated land. A future road connection between these two sites is envisioned with the Auburn Trail development.

Zoning

The ultimate buildout, according to the approved Master Plan, can include between 83 and 206 attached single-family homes, between 136 and 213 detached single-family homes, and between 134 and 201 apartment units. Of the apartments, no more than 25 percent can be three bedrooms. The remainder must be one- or two-bedroom units. There will be about 43 acres of open space on the 170-acre development (about 25 percent) of which a little over five acres will be a new City park. As subsequent preliminary plats are approved they will require consistency with the Master Plan.

Lots

The development is a replat of Lot 2, Rose Prairie Final Plat. The proposed preliminary plat includes 13 lots for residential development. Of these, one lot is zoned FS-RM and the remaining 12 are zoned FS-RL. Two lots at the northeast corner of the site are intended for commercial development and are zoned CGS. Outlot K is intended to be dedicated as a City park. A zoning map is found in Attachment C.

All the lots are identified as outlots which are defined as unbuildable in the City's Subdivision Regulations. The owner's intent, after approval of this preliminary plat, is to seek approval of a final plat in order to prepare these outlots for development by the current owner or for sale to others. **No construction, grading, or utility installation can occur on these outlots until a new preliminary plat for each outlot is approved.** These subsequent preliminary plats will need to be consistent with the residential densities and general street alignments as shown on the approved Master Plan, shown in Attachment D. These plats will also show full compliance with the conservation subdivision requirements.

Streets

The approved Master Plan identifies one main access point from Hyde Avenue and one from 190th Street. Hyde Avenue abuts the east boundary of the site and County Road 190th Street abuts the north. The preliminary plat identifies two spine roads that will serve as collector streets for the development. The north-south street, Primrose Avenue, intersects with 190th Street and extends to the south line of the development where it will connect in the future with Auburn Trail.

An east/west street, Leopold Drive, is shown connecting Hyde Avenue to Primrose Avenue. This connection was required by the City Council at the time of Mater Plan and rezoning approval in 2016.

Other local streets are shown conceptually in the Master Plan and will need to be incorporated into subsequent preliminary plats for each outlot. These local streets will connect to Hyde Avenue but will not serve as collector streets. The utilities shown on this preliminary plat generally outline the location of these local streets. The placement and design of each of these local streets will be reviewed with subsequent preliminary plats.

Water

A looped water system is conceptually shown that will provide water to all the proposed outlots. Future preliminary plats will be more specific on water line placement and lot layout. The conceptual layout extends a water line to the south to eventually connect with the Auburn Trail development. Auburn Trail will provide a 12-inch water main from the 12-inch line in Hyde Avenue to the west line of Auburn Trail to provide water service to the Borgmeyer and The Irons property in the future. Water main location is consistent with the requirements of the Pre-annexation Agreement.

Sewer

The site will be served by public sanitary sewer mains conceptually shown on the preliminary plat. As with water and streets, more specific placement will be provided with subsequent preliminary plats. The sanitary sewer line will be extended to the west line of the development to provide sanitary sewer service to the Borgmeyer and The Irons properties in the future. No downstream capacity issues were identified in the city's sewer model. Sanitary sewer installation is consistent with the requirements of the Pre-annexation Agreement.

Sidewalks and Trails

Under the terms of the Addendum to the Pre-annexation Agreement, a 10-foot shared use path will need to be installed along Hyde Avenue from 190th Street to the south line of the Sturges property. This shared use path will be installed within two years of approval of the final plat establishing the proposed outlots, regardless of the timing of the future re-platting of the outlots into developable lots.

The preliminary plat also shows an 8-foot shared use path along the entire length of the west side of Primrose Avenue internal to the site. Another 8-foot shared use path is located along the south side of 190th connecting the Primrose Avenue path with the

Hyde Avenue path. The phasing plan requires this shared use path to be installed at the time Primrose Avenue is platted along 190th Street or when the corner commercial lots are platted.

Other internal paths and sidewalks will be included in subsequent preliminary plats for each outlot. These paths will be consistent with the conservation subdivision requirements of the City. Notably, a private trail will connect from Hyde Avenue through to the future Park site within Rose Prairie.

Storm Water Management

Storm water is managed through a series of retention wet ponds within the three main waterways on site. These ponds will normally hold water, but will release it at a controlled rate over weir structures. Other retention ponds and detention dry ponds are provided within the development to detain larger rainfall events and release at slower rates.

The City Chapter 5B requires stormwater to be released from newly developed sites at a rate no greater than if it were a meadow in good condition. This means that rain falling on impervious surfaces and lawns has to be detained and allowed to leave the site at a rate as if the land were in a pre-development state. This approach leads to a runoff rate less than that of a row-cropped field.

The drainage ways on the property are considered to be “waters of the U.S.” and, as such, are under the jurisdiction of the Army Corps of Engineers. Because the proposed storm water management plan incorporates “in-line detention,” the Corps must approve the design of this system, including the design of the grading within the channel of the drainage ways. The Corps is currently reviewing the plans and approval is expected soon. If, however, the Corps does not approve the grading plan, an alternative plan will need to be prepared by the owner, reviewed by staff, and submitted for approval prior to grading for stormwater improvements.

City staff was made aware of potential changes to the Flood Insurance Rate Map (FIRM) that identifies the middle drainage way as General Flood Plain. The General Flood Plain designation means that only the location of the 100-year flood plain has been identified and that base flood elevations have not been determined nor has the floodway been delineated within the flood plain area. The preliminary maps for changes to this area show the main north-south drainage way also as flood plain. The new maps would include a detailed study that will identify both base flood elevations and the floodway for both stream areas. Staff has passed this information on to the developer and they have accommodated these proposed changes in the grading plan of the preliminary plat. Preliminary FIRMs will be released, likely in October, 2018, becoming effective in June 2020.

Park Land

The Addendum to the Pre-annexation Agreement requires the dedication of a 5-acre site for a City park. This preliminary plat identifies it as Outlot K. It will be graded relatively flat consistent with an attachment to that Addendum. The Addendum also

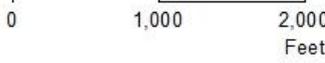
requires the dedication of the park no later than September 1, 2023 or when the first plat outside of Outlots R, S, T, and U occurs (whichever is sooner). The agreement also specifies minimum topsoil standards, full street frontage improvements, and a trail adjacent to the north property line of the park. The park will not be subject to any covenants or homeowner association restrictions but can be counted toward the conservation subdivision requirements for open space.

Phasing

The preliminary plat includes a phasing plan identifying an order of development. While not perfectly sequential, it anticipates development occurring first adjacent to Hyde Avenue. Much of the storm water improvements for this north watershed will occur with this first phase, followed by the installation of an initial section of Leopold Drive and other local streets and infrastructure.

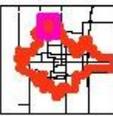
Development then will move north, then west. There are critical limits that will be respected as part of the phasing. For example, the first phase within each of the other two drainageways will include the bulk of the storm water improvements for that drainageway. Also, the extension of Primrose Avenue to 190th Street must be completed before significant development occurs in Phases 4 and 5. And that extension of Primrose Avenue will require the completion of the 190th Street shared use path, regardless of the status of Phase 6 (the corner, commercial lots). There is also a limit as to how far development can be extended south along Primrose Avenue until the Auburn Trail development is brought north to the south line of Rose Prairie to create an additional access point. Coordinating the phasing of infrastructure that serves multiple development areas is an important component of all reviews of final plats.

ATTACHMENT A: LOCATION MAP

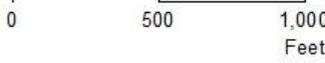


Legend

 Ames City Limits

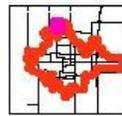


ATTACHMENT B: SITE AERIAL

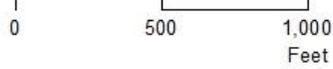
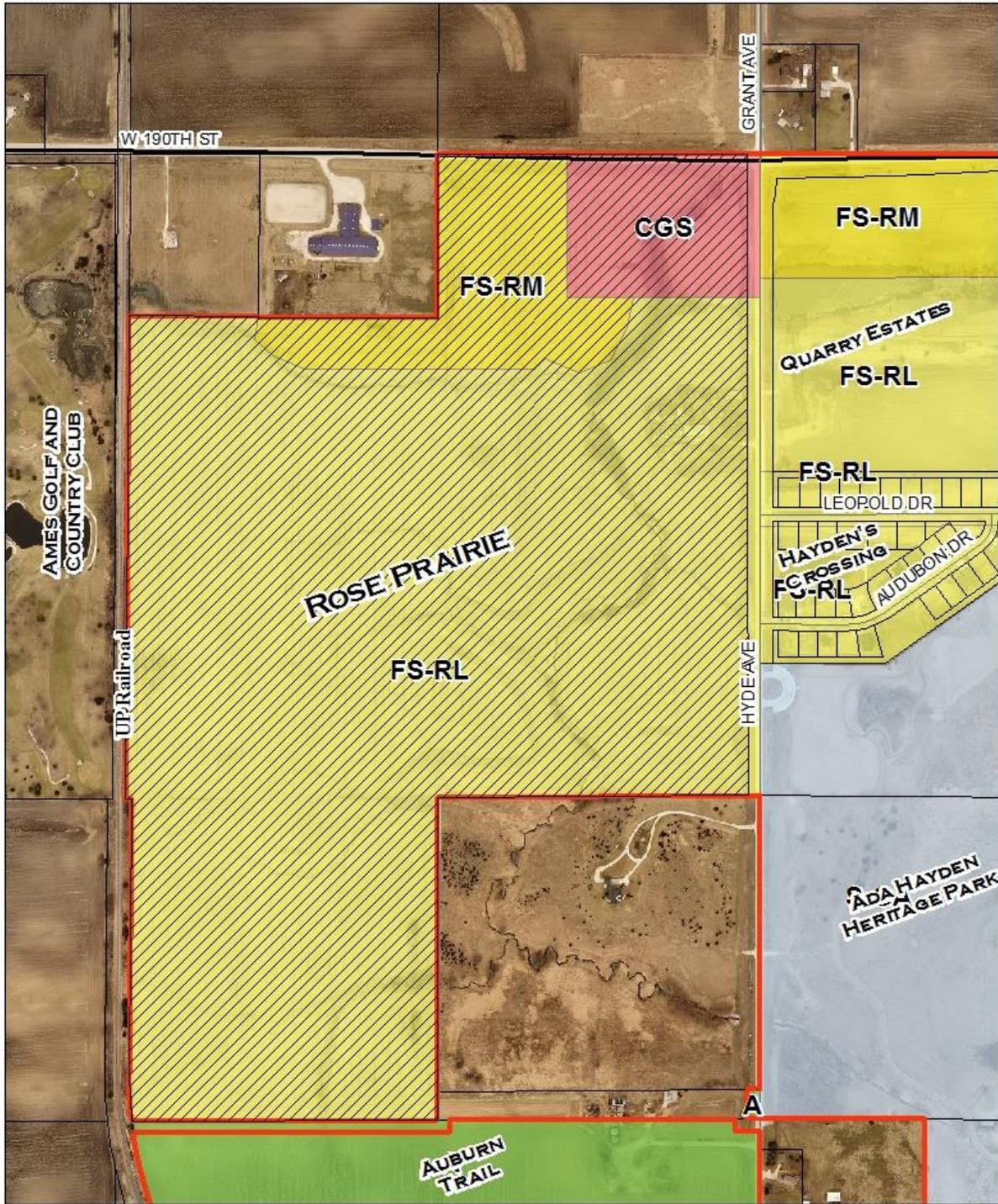


Legend

 Ames City Limits

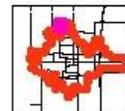


ATTACHMENT C: ZONING



Legend

 Ames City Limits



ATTACHMENT E: MASTER PRELIMINARY PLAT [SUMMARY SHEET]

ROSE PRAIRIE MASTER PRELIMINARY PLAT

AMES, IA

COVER SHEET

ROSE PRAIRIE
MASTER PRELIMINARY PLAT

AMES, IA
NOV. 2, 2017

12/17/17
1/27/18
1/27/18

C. SMITH
C. SMITH

J. BECKER
C. SMITH

GN-01 1 / 11

OWNER/APPLICANT
ROSE PRAIRIE LLC
1200 WY 1710 STREET
AMES, IA 50010
515.344.2700
TJ@ROSEPRAIRESALE.COM

ENGINEER
MCCLEURE ENGINEERING
1400 N.W. 101ST STREET
CLIVE, IOWA 50319
ATTN: CAITIE SMITH
CAITIE@MCCLEURE.COM

SURVEYOR
MCCLEURE ENGINEERING
1400 N.W. 101ST STREET
CLIVE, IOWA 50319
ATTN: MIKE LEE
MIKE@MCCLEURE.COM

PROPERTY DESCRIPTION
ROSE PRAIRIE SUBDIVISION
INCL. 100 ACRES OF LAND
IN THE CITY OF AMES,
IOWA, SUBJECT TO RESTRICTIONS
OF RECORD.

ZONING
GENERAL RESIDENTIAL
FROM RESIDENTIAL MEDIUM DENSITY
PARCEL (RESIDENTIAL MEDIUM DENSITY)

LOT SUMMARY
SEE LOT SUMMARY SHEET FOR ADDITIONAL INFORMATION

GENERAL NOTES

- 1) PERSONS OR FIRMS SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE CITY OF AMES, IOWA, AND THE IOWA DEPARTMENT OF TRANSPORTATION AND PUBLIC SAFETY.
- 2) CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY OF AMES, IOWA, ORDINANCES AND SPECIFICATIONS.
- 3) ANY CHANGES TO THIS PLAN SHALL BE SUBJECT TO A CONDITIONAL USE PERMIT FROM THE CITY OF AMES, IOWA.
- 4) INDIVIDUAL LOTS ARE ACCESSIBLE TO PRINCIPAL AVENUE AND TO THE PUBLIC HIGHWAY.
- 5) THE CONSTRUCTION OF THIS PROJECT SHALL BE IN ACCORDANCE WITH THE CITY OF AMES, IOWA, ORDINANCES AND SPECIFICATIONS.
- 6) THE CONSTRUCTION OF THIS PROJECT SHALL BE IN ACCORDANCE WITH THE CITY OF AMES, IOWA, ORDINANCES AND SPECIFICATIONS.
- 7) CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE CITY OF AMES, IOWA, ORDINANCES AND SPECIFICATIONS.

VICINITY MAP

Sheet List Table

Sheet No.	Division No.	Sheet Description
1	GN-02	BOUNDARY
2	GN-02	CONCEPTUAL PARCELS PLAN
3	GN-02	GENERAL LAYOUT
4	GN-02	GENERAL LAYOUT
5	GN-02	CONCEPTUAL GRADING AND STORMWATER MANAGEMENT PLANS
6	GN-02	CONCEPTUAL GRADING AND STORMWATER MANAGEMENT PLANS
7	GN-02	CONCEPTUAL GRADING AND STORMWATER MANAGEMENT PLANS
8	GN-02	CONCEPTUAL GRADING AND STORMWATER MANAGEMENT PLANS
9	GN-02	CONCEPTUAL GRADING AND STORMWATER MANAGEMENT PLANS
10	GN-02	CONCEPTUAL GRADING AND STORMWATER MANAGEMENT PLANS
11	GN-04	CONCEPTUAL GRADING AND STORMWATER MANAGEMENT PLANS

PROFESSIONAL CERTIFICATIONS

I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

DATE: 11/2/17
BY: CAITIE SMITH, PE
MY LICENSE RENEWAL DATE IS: DECEMBER 31, 2019

PAGES OR SHEETS COVERED BY THIS SEAL: _____ PAGE 7

I HEREBY CERTIFY THAT THIS ENGINEERING DOCUMENT WAS PREPARED BY ME OR UNDER MY CLOSE PERSONAL SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF IOWA.

DATE: 1/27/18
BY: CAITIE SMITH, PE
MY LICENSE RENEWAL DATE IS: DECEMBER 31, 2019

PAGES OR SHEETS COVERED BY THIS SEAL: _____ PAGES 1 & 3-11

ATTACHMENT F: APPLICABLE SUBDIVISION LAW

The laws applicable to this Preliminary Plat Subdivision include, but are not limited to, the following: (verbatim language is shown in *italics*, other references are paraphrased):

Code of Iowa Chapter 354, Section 8 requires that the governing body shall determine whether the subdivision conforms to its Land Use Policy Plan.

Ames Municipal Code Chapter 23, Subdivisions, Division I, outlines the general provisions for subdivisions within the City limits and within two miles of the City limits of Ames.

Ames Municipal Code Section 23.302(3):

(3) *Planning and Zoning Commission Review:*

- (a) *The Planning and Zoning Commission shall examine the Preliminary Plat, any comments, recommendations or reports assembled or made by the Department of Planning and Housing, and such other information as it deems necessary or desirable to consider.*
- (b) *Based upon such examination, the Planning and Zoning Commission shall ascertain whether the Preliminary Plat conforms to relevant and applicable design and improvement standards in these Regulations, to other City ordinances and standards, to the City's Land Use Policy Plan, and to the City's other duly adopted Plans.*

Ames Municipal Code Section 23.302(4):

- (4) *Planning and Zoning Commission Recommendation: Following such examination and within 30 days of the regular meeting of the Planning and Zoning Commission at which a complete Application is first formally received for consideration, the Planning and Zoning Commission shall forward a report including its recommendation to the City Council. The Planning and Zoning Commission shall set forth its reasons for any recommendation to disapprove or to modify any Preliminary Plat in its report to the City Council and shall provide a written copy of such reasons to the developer.*

COUNCIL ACTION FORM

SUBJECT: ZONING TEXT AMENDMENT RELATED TO PRIVATE GARAGES AND ACCESSORY BUILDINGS, IN PARTICULAR, MAXIMUM CUMULATIVE GARAGE DOOR OPENING WIDTH

BACKGROUND:

On December 12, 2017, the City Council directed staff to prepare a text amendment to increase the cumulative dimensional standard for garage door opening width from twenty-seven (27) feet to thirty (30) feet width for single-family homes and to allow under certain circumstances, additional garage door width to exceed the maximum cumulative dimension when they are not generally parallel to and not viewable from the street.

The referral was in response to a request by the chair of the Zoning Board of Adjustment to consider different standards based upon two recent variance requests. Although the existing standard appears workable for most people, two variance requests came before the Zoning Board of Adjustment during 2016-2017. One was for a second garage not visible from a street and the other was for a three-door garage that would be thirty (30) feet wide and exceed the of twenty-seven (27) feet total width limit. Although each request was not incompatible with the surroundings, neither could be considered a “hardship” and therefore, the variances could not be granted.

Increasing the cumulative garage door opening width to thirty (30) feet for single-family homes would allow wider three-car garage door designs. A thirty (30) foot width would provide greater ease in entering and exiting of the garage and better accommodation of larger, wider vehicles. Although larger doors would increase the visual dominance of the garage when street-facing doors are visible from the street frontage, the increase is insignificant given the entire frontage of a home and the current 27-foot allowance. Utility roll-up doors of less than eight (8) feet would continue to be exempt from the calculation to total width.

The current standards also restrict single-family homes to no more than a three-car garage door design regardless of lot configuration, placement of the garage on the lot, or visibility of the garage from the street frontage. The current standard is applied the same to all single-family lots and is inflexible for addressing larger lots or unique situations where someone could accommodate additional garages, without impacting the street frontage. **Therefore, a second change is proposed to allow for additional garage door openings to exceed 30 feet for a home when the door openings do not have a visual impact on the design of the home as viewed from the street. The proposed standard is to allow only twenty (20) feet of garage door width located parallel and visible from the adjoining street when the total garage door opening**

width exceeds thirty (30) feet. Attachment 1 includes diagrams illustrating allowed and not-allowed configurations.

In addition to adjusting the garage door width standard, staff proposes to consolidate all of the garage standards together and add language that clarifies that alley access standards from other parts of the Zoning Ordinance apply to all garages. The alley access standards are a setback of a minimum of eight feet or more than 20 feet. This allows for the minimum backup maneuvering area needed to convenient access to a garage and to ensure if a vehicle is parked in the driveway they would not overhang into an alley. These standards exist in other parts of the zoning ordinance, but are not restated in the accessory garage section of Article IV.

On January 17, 2018, the Planning and Zoning Commission reviewed the amendment and voted 4-0 in support of the changes to garage standards of the Zoning Ordinance.

ALTERNATIVES:

1. The City Council can approve on first reading the proposed ordinance related to private garages and accessory buildings as attached.
2. The City Council can recommend alternative language for the proposed text amendment.
3. The City Council can request additional information and defer making a recommendation.

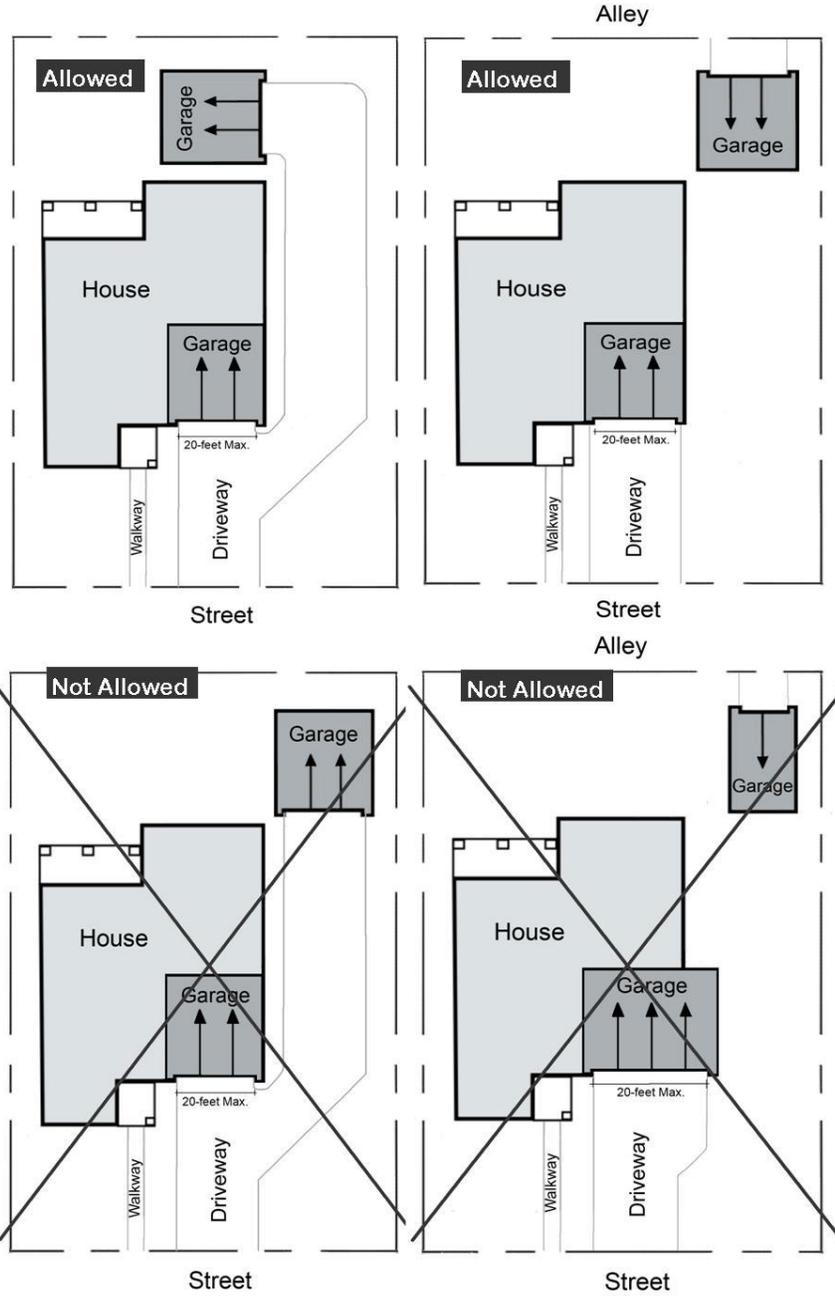
CITY MANAGER’S RECOMMENDED ACTION:

The proposed amendment is a reasonable revision to the garage door opening width standard and would permit the wider garage doors requested in each of the two variance cases during 2016-2017. The proposed changes do not change typical construction requirements for a standard three-car garage, but do provide more options for configuring larger garages on a site. Under the attached ordinance, it will now be possible for property owners to construct parking for four or more cars when the garage opening do not have a visual impact towards the street.

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

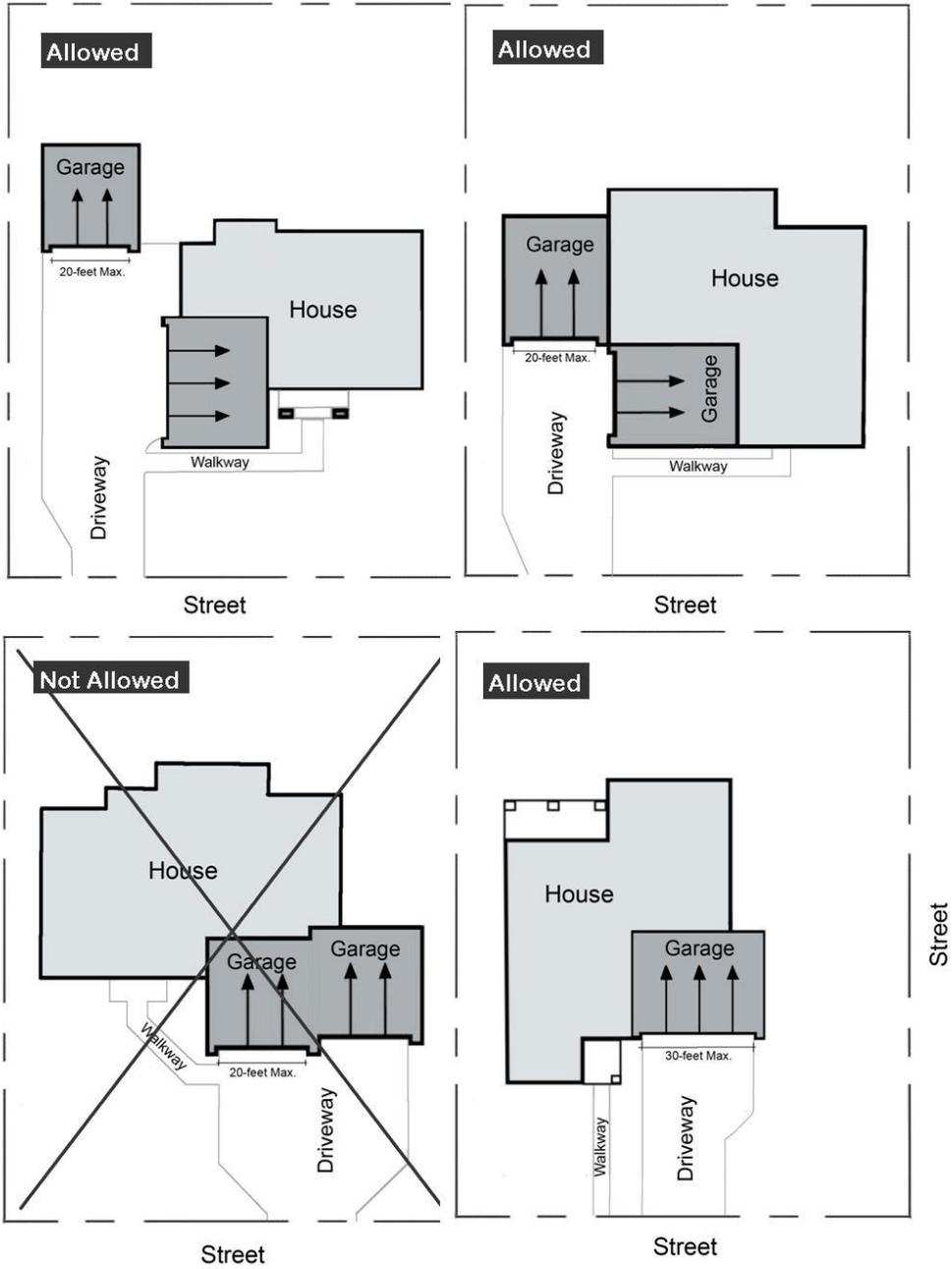
Attachment 1

Text Amendment for Increasing Garage Door Opening Widths



Attachment 1

Text Amendment for Increasing Garage Door Opening Widths



ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY REPEALING SECTION 29.408(7)(a), (iii)(c), (iv)(b), AND ENACTING A NEW SECTION 29.408(7)(a)(i)(d)(e),(iii)(c)(i)(ii) (d), (iv)(b), THEREOF, FOR THE PURPOSE OF 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 repealing Section 29.408(7)(a), (iii)(c), (iv)(b), and enacting a new Section 29.408(7)(a)(i)(d)(e),(iii)(c)(i)(ii) (d), (iv)(b) as follows:

“Sec. 29.408. OTHER GENERAL DEVELOPMENT STANDARDS.

(7) Requirements for Private Garages and Other Accessory Buildings.

(a) The following requirements apply to private garages and accessory buildings in Agricultural, Residential and Hospital/Medical districts:

(i) Location within Setbacks.

...

d. In cases in which the rear yard of a lot abuts the front yard of an adjoining lot, a detached garage or accessory building in the rear yard shall be not less than 6 feet from the adjoining property line for the distance of the required front yard setback on the adjoining lot.

e. In no case shall a detached garage or an accessory building in the rear yard be placed closer than 15 feet to any lot line that abuts a street.

...

(iii) Size.

...

c. In any Agricultural or Residential district the cumulative garage door opening width shall not exceed 30 feet for a Single Family Dwelling. Doors less than 8 feet in width, such as for lawn and garden equipment, are exempt. A cumulative width of all garage door openings exceeding 30 feet may be approved if

(i) the cumulative garage door openings that are generally parallel to and visible from the street are 20 feet in width or less, and

(ii) the additional garage door openings are located generally perpendicular to the street or are not visible from the street.

d. Two Family Dwellings are limited to a garage door width of 20 feet per dwelling unit. Doors less than 8 feet in width, such as for lawn and garden equipment, are exempt.

(iv) General Requirements.

...

b. Driveways to alleys. The driveway leading from an alley to the entrance of a detached or attached garage shall be either 8 feet from the alley or 20 feet or more from the alley.

...”

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: 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.**

On February 21, 2018, bids for the project were received as follows:

<i>Bidder</i>	<i>Base Bid Amount</i>	<i>Alternate Bid Amount</i>
Engineer's estimate	\$226,528.30	\$19,500
Voltmer, Inc.	\$236,676.13	\$21,907
Iowa Signal Inc.	\$245,293.87	\$21,907

Estimated costs associated with this project include:

Engineering and Construction Administration (Estimated)	\$47,335.00
Construction (Low Bid)	\$236,676.13
Total Estimated Costs	\$284,011.13

This Traffic Signal Program (TSP) project is shown in the 2016/17 Capital Improvements Plan with **funding in the amount of \$325,000** in Road Use Tax (RUT). Bid alternates were intended to provide replacement stock for certain signal components such as pedestrian and vehicle detection components. However, in order to provide contingency for this project and for the 2017/18 TSP project (see below), staff is not recommending the award of the bid alternates.

Below is a financial summary of both the FY 16/17 and FY 17/18 traffic signal bids:

<u>Project Name</u>	<u>Revenues</u>	<u>Expense</u>	<u>Contingency</u>
2016/17 TSP (6th St. & N. Hazel Ave.)	\$325,000	\$284,011	\$40,989 (12.6%)
2017/18 TSP (E. Lincoln Way & Dayton Ave.)	\$375,000	\$371,300	\$3,700 (1.0%)
	\$700,000	\$655,311	\$44,689 (6.4%)

ALTERNATIVES:

- 1a. Accept the report of bids for the 2016/17 Traffic Signal Program – 6th Street/Hazel Ave project.
 - b. Approve the final plans and specifications for this project.
 - c. Award the 2016/17 Traffic Signal Program – 6th Street/Hazel Ave project to Voltmer, Inc. of Decorah, Iowa, in the amount of \$236,676.13.
2. Award the contract to one of the other bidders.
 3. Do not proceed with this project.

MANAGER'S RECOMMENDED ACTION:

Proceeding with this project will make it possible to provide better service for all 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 – E. LINCOLN WAY & DAYTON AVE

BACKGROUND:

The Traffic Signal Program (TSP) 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.**

On February 21, 2018, bids for the project were received as follows:

<i>Bidder</i>	<i>Base Bid Amount</i>	<i>Alternate Bid Amount</i>
Engineer's estimate	\$263,802.15	\$19,500
Iowa Signal Inc.	\$309,416.64	\$21,907
Voltmer, Inc.	\$310,601.93	\$21,907

This project is shown in the 2017/18 Capital Improvements Plan with **funding in the amount of \$375,000** in Road Use Tax (RUT). Bid alternates were intended to provide replacement stock for the certain signal equipment such as pedestrian and vehicle detection components. However, due to budget constraints staff is not recommending the award of the bid alternate.

Costs associated with this project are estimated to include:

Engineering and Construction Administration (Estimated)	\$61,883.00
Construction (Low Bid)	\$309,416.64
Total Estimated Costs	\$371,299.64

The low bid for the 2016/17 TSP project (received separate from the project) was well below the programmed budget. These available funds will be reserved as contingency for both FY 16/17 and FY 17/18 projects. A financial summary of both traffic signal projects follows:

<u>Project Name</u>	<u>Revenues</u>	<u>Expense</u>	<u>Contingency</u>
2016/17 TSP (6th St. & N. Hazel Ave.)	\$325,000	\$284,011	\$40,989 (12.6%)
2017/18 TSP (E. Lincoln Way & Dayton Ave.)	\$375,000	\$371,300	\$3,700 (1.0%)
	\$700,000	\$655,311	\$44,689 (6.4%)

ALTERNATIVES:

- 1a. Accept the report of bids for the 2017/18 Traffic Signal Program – E. Lincoln Way & Dayton Ave project.
 - b. Approve the final plans and specifications for this project.
 - c. Award the 2017/18 Traffic Signal Program – E. Lincoln Way & Dayton Ave project to Iowa Signal Inc. of Grimes, Iowa, in the amount of \$309,416.64.
2. Award the contract to one of the other bidders.
 3. Do not proceed with this project.

MANAGER'S RECOMMENDED ACTION:

Proceeding with this project will make it 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: **DOWNTOWN FAÇADE GRANTS**

BACKGROUND:

The Downtown Façade Grant Program was introduced in 2000 to facilitate private improvements to downtown retail and other commercial storefronts. The City Council annually budgets \$50,000 as matching grants for eligible projects. This program is available to property owners within the area generally described as from 6th Street to the railroad tracks, from Duff Avenue to Northwestern Avenue, and along Kellogg Avenue to Lincoln Way. (A map is found in Attachment 1.)

The program includes up to \$15,000 of dollar-for-dollar matching funds per façade and up to \$1,000 for additional architectural services. The program requires compliance with specified Design Guidelines that can be found online at this [link](#). The Program requirements include a prerequisite of a ground floor use of office or retail trade. Additionally, grant eligibility includes a requirement for proposed improvements to retain the historic façade or for the removal of non-compliant elements consistent with the guidelines. The program does not allow for maintenance activities or replacement of compliant elements with new in-kind elements as eligible activities on their own. Proposed improvements are intended to have a significant positive visual impact on the building and the district overall. If grant requests exceed the available funding, the program criteria include preferences for façades that have not received previous funding, for front façades. Attachment 2 provides an overview of the intent and process for the façade grant program.

The program is designed to operate with two application cycles. The first cycle is typically in the summer and if there are remaining funds after awards in the first round then a second application round occurs in the winter. The summer grant round is intended to provide funding for new projects with one grant per building. The second round is intended to fund new projects and potentially second facades for properties that have already received a grant.

The City Council awarded three grants in the first round of this fiscal year. These went to Quilting Connections (\$16,000 for 238 Main Street), the Lechner Building (\$15,000 for 208 5th Street), and Evert's Flowers and Gifts (\$2,658 for 329 Main Street). Evert's has indicated that they no longer wish to move forward with the project for their awnings. This leaves \$69,000 available for this second round of funding within the 2017-18 fiscal year.

GRANT APPLICATIONS RECEIVED:

The City solicited applications for this second round in December, 2017 and received requests involving three properties for a total of four grants by the January 19, 2018 deadline. The total requested grant funding is approximately \$59,000.

Two grant requests are for the west and south facades of 131 Main Street. This property is the former Iowa Electric Light and Power Company building and is a two-story building on the northeast corner of Main Street and Douglas Avenue.

The third grant application is for the property at 110 Main Street. This property is a single-story building that at some point was broken up into several separate properties with separate ownership.

The fourth application is for 116 Main Street. This is a separate property but in the same building as 110 Main Street described above.

131 Main Street

131 Main Street, LLC, represented by Elizabeth Erbes, owns 131 Main Street. The building had been vacant, but has housed a number of businesses, most recently Novascan. Currently, Avec houses their building division offices on the first floor of the building. The building sits on a corner lot and has a front façade on Main Street and a secondary façade on Douglas Avenue with the entrance at the corner. The owner is renovating the entire building, interior and exterior, and is seeking a grant for the replacement of non-compliant windows on the upper floors, new exterior doors, and the installation of a canopy along the two street facades. Although the building initially was of a different character when it was constructed as a market, it was substantially remodeled in 1953. The 1953 character of the building is the period of historical significance for the building, not the original period of construction.

It should be noted that the owner, in conjunction with Main Street Cultural District, is seeking up to a \$100,000 Community Catalyst Building Remediation Program grant from the Iowa Economic Development Authority. The City of Ames is the official applicant, but the City Council authorized MSCD to apply on the City's behalf. **If the grant is awarded, it will be used as a financial match for the Catalyst grant exterior and interior renovations of the building.**

The upper floor windows were replaced by the previous owner making them non-compliant features. They are vinyl residential-style and do not fill the window opening, having wood infills at the top. **The grant-eligible project includes replacing these with windows consistent with the 1953 rehab of the building.** They will be 2/2 double hung with horizontal muntins. There are four upper windows on the south façade (including the southwest chamfered corner) and nine upper windows on the west façade.

The project also includes four replacement doors—one at the southwest corner and three along the west façade. The existing doors are replacements and are not custom fit to the openings. As such, there are wood infills along the sides. One opening has no door but has been walled over. This door will be reinstalled. All new doors will have transom windows and will be custom sized to the openings.

The canopy was removed by a previous owner, but was similar in size and shape to the one proposed for installation. It will extend four feet into the right-of-way along the south and west facades. (The previous canopy extended 8 feet.) The owner has modified the design to better emphasize the corner entrance. It now extends only 4 feet from the building.

Although more exterior work is proposed on the two facades, only the work noted in the tables below, staff believes, is eligible for the façade grant as they are removing non-compliant items and replacing with compliant items (the doors and windows) or are installing a compliant element where none now exists (the proposed canopy). The estimated cost of the exterior work on the west, south, and southwest facades exceeds \$95,315, as listed in the attachment. As noted below, additional work is proposed for the north façade and interior, neither of which is eligible for the façade program.

South/Southwest Façade		
Upper floor windows and install	4	\$6,780
Exterior door and install	1	\$3,995
Canopy and install	1	\$17,300
Subtotal		\$28,075
50% grant or max		\$14,038

West Façade		
Upper floor windows and install	8	\$19,355
Exterior door and install	3	\$11,985
Canopy and install	1	\$12,300
Subtotal		\$43,640
50% grant or max		\$15,000

The exterior work also includes replacement of the ground floor windows with newer, more efficient store front windows. The glass brick windows on the west façade will remain but they are currently covered up on the inside. The inside wall will be removed and the windows will function again, allowing light to enter the building. The rear façade will also be updated with new windows. The exterior brick will be cleaned. Staff notes that these elements of the project are not eligible activities and are not part of the cost estimates listed above.

110 Main Street

110 Main Street is owned by LCM Properties, LLC. 116 Main Street is owned by 116 Onondaga LLC. The two owners are located at the same address in Pella and represented by the same person. The building is unique in that 108, 110, 116, 118, 120,

and 122 Main Street were built as a single building. At some point, the property was subdivided into the 6 separate properties all sharing the same building. 108, 116, 118, 120, and 122 Main Street all have about 16-foot wide store fronts. 110 Main Street has about a 30-foot store front. Staff notes that 122 Main Street received a façade grant in 2013. At that time Main Street Iowa prepared a conceptual building façade rendering for the entire building to guide the incremental changes to the building as subsequent spaces remodeled. The proposed changes are consistent in character with this 2013 rendering that guided the 2013 grant award.

The project at 110 Main Street consists of removing the entire front façade of stucco, glass, and wood and replacing with brick. The brick will comprise the kickplate and walls up to the top of the transom windows. Above that will be new stucco. New windows, including a translucent transom, and doors will be installed. The finished product will look similar to 122 Main Street, approved as a façade grant in 2013.

The front façade of 110 Main Street is flush with the right-of-way line and with an out-swing door. The Design Guidelines prefer a recessed entryway. However, since this is a preexisting condition, the applicant does not propose to create a recessed entryway so that the door swing does not take place over the public right-of-way. This is the same condition as is found at 122 Main Street and at a few other downtown storefronts. It is not ideal, but it is not a Building Code inconsistency. **Staff recommends approval of this grant request due to inclusion of compliant building materials and storefront design, despite the lack of the recessed doorway under existing conditions.**

The total estimated cost for 110 Main Street is a lump sum of \$40,253.41 (plus sales tax of \$2,817.74). The project would be eligible for the maximum funding of \$15,000. **Staff recommends awarding a grant of 50 percent of the eligible costs up to the maximum of \$15,000.** The applicant will need to provide cost breakdowns to ensure only eligible activities are funded with the façade grant.

116 Main Street

The project at the neighboring storefront, 116 Main Street, is similar to the majority of addresses in the building. The front façade currently has an angled front wall and recessed doorway. The applicant proposes moving the wall to be flush with the right-of-way and to have an outswing door. As noted above, the Design Guidelines have a preference for recessed entryways and since the front façade of 116 Main Street already has a recessed door, staff believes it should be retained with a compliant design as part of the storefront improvements. A recessed entryway in the center of this expanse would add interest and breakup the massing of the building as well. Although the 2013 grant award did not require the recessed doorway, staff believes this is the preferred condition for Main Street and should be a condition of the grant award.

The total estimated project cost for 116 Main Street is a lump sum of \$30,157.24 (plus sales tax of \$2,111.01). The project would be eligible for the maximum funding of \$15,000. **Staff recommends awarding a grant of 50 percent of the eligible costs up**

to the maximum of \$15,000 with a condition that the design be updated to include a recessed entryway acceptable to staff. The applicant will need to provide cost breakdowns to ensure only eligible activities are funded with the façade grant.

It should be noted that this issue of a flush wall and outswing door arose during the review of the façade grant application for 122 Main Street. The front façade was recessed although the façade grant was approved in 2013 with a flush outswing door. The flush outswing door ensured compliance with accessibility demands and, since the open door still resulted in a greater than 4 feet of unobstructed sidewalk, it was found to be acceptable in this location at that time during the building permit review. **The owner prefers the flush wall and outswing door for 116 Main Street to retain similarity with 110 and 122 Main Street.** If the City Council finds this acceptable, it can approve the grant for 116 Main Street as presented.

ALTERNATIVES:

1. The City Council can approve Downtown Façade Improvement Grants totaling up to \$59,038 for:
 - a. 131 Main Street in the amount of 50 percent of the estimated eligible costs up to \$14,038 for the Main Street façade.
 - b. 131 Main Street in the amount of 50 percent of the estimated eligible costs up to \$15,000.
 - c. 110 Main Street in the amount of 50 percent of estimated eligible costs up to \$15,000.
 - d. 116 Main Street in the amount of 50 percent of estimated eligible costs up to \$15,000 with a requirement to modify the design of the storefront to include a recessed entry consistent with the design guidelines.

This alternative includes the condition that the design of 116 Main Street include a recessed entryway and door design acceptable to staff prior to issuing a notice to proceed.

2. The City Council can approve Downtown Façade Improvement Grants totaling \$49,038 for:
 - a. 131 Main Street in the amount of 50 percent of the estimated up to \$14,038 for the Main Street façade.
 - b. 131 Main Street in the amount of 50 percent of the estimated costs up to \$15,000.
 - c. 110 Main Street in the amount of 50 percent of estimated costs up to \$15,000.
 - d. 116 Main Street in the amount of 50 percent of estimated costs up to \$15,000.

This alternative finds that the flush door and outswing door at 116 Main Street is acceptable in this instance and does not require the design to be modified.

3. The City Council can determine that some or all of the proposed grants requests are not compliant with Downtown Façade Improvement Grants program goals and objectives and make different grant awards.
4. The City Council can refer this request to staff or the applicants for additional information.

MANAGER'S RECOMMENDED ACTION:

This second round of fiscal year 2017-18 grant solicitations resulted in four requests for three buildings. Three of the four requests are for Main Street facades and one is a corner lot with a secondary façade on Douglas Avenue. As part of a second round of application, the two grant requests for 131 Main Street can be approved by the City Council as permitted by the program guidelines. The other two requests are separate properties even though they appear to be part of single building. They too are both eligible requests as individual single façade grants.

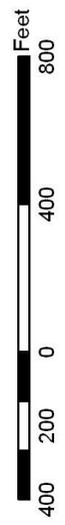
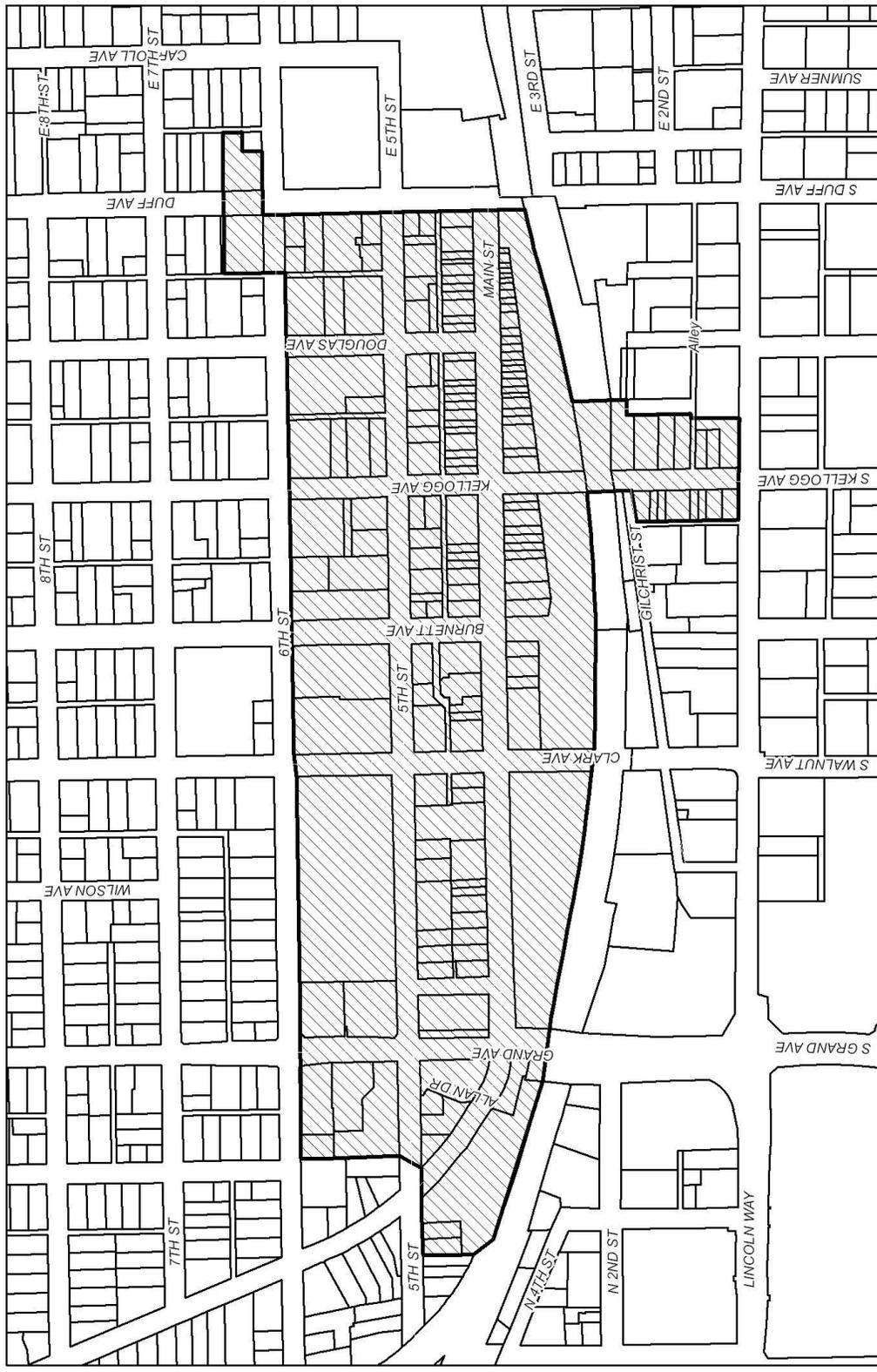
City staff has determined that the four proposed Downtown Façade Improvement projects for the three buildings at 131 Main Street, 110 Main Street, and 116 Main Street either include the removal of non-compliant elements, the retention of compliant design, or installation of new features that are consistent with the Downtown Design Guidelines. However, staff makes this finding with the condition that there is a redesign of the front façade of 116 Main Street to retain the recessed entryway in a manner acceptable to staff and consistent with the Downtown Design Guidelines.

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

In this round, the amount sought and recommended for awards is \$59,038, leaving \$9,962 that has not been committed in a grant agreement. The proposed city budget anticipates adding \$50,000 for the fiscal year 2018-2019. A new round of applications will be likely be solicited in the summer for the next fiscal year.

Downtown Facade Grant Area

Attachment 1: Eligibility Map



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

Legend

 Downtown Facade Grant Area

Attachment 2: Downtown Façade Grant Review

Requirements for all Façade Grants

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

Program Logistics

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

First Grant Period

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

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

Action Steps:

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

Second Grant Period

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

Conditions of Grant Approval

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

Attachment 3: Scoring Criteria

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

VISUAL IMPACT **Maximum Score 30 Points**

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

FINANCIAL IMPACT **Maximum Score 30 Points**

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

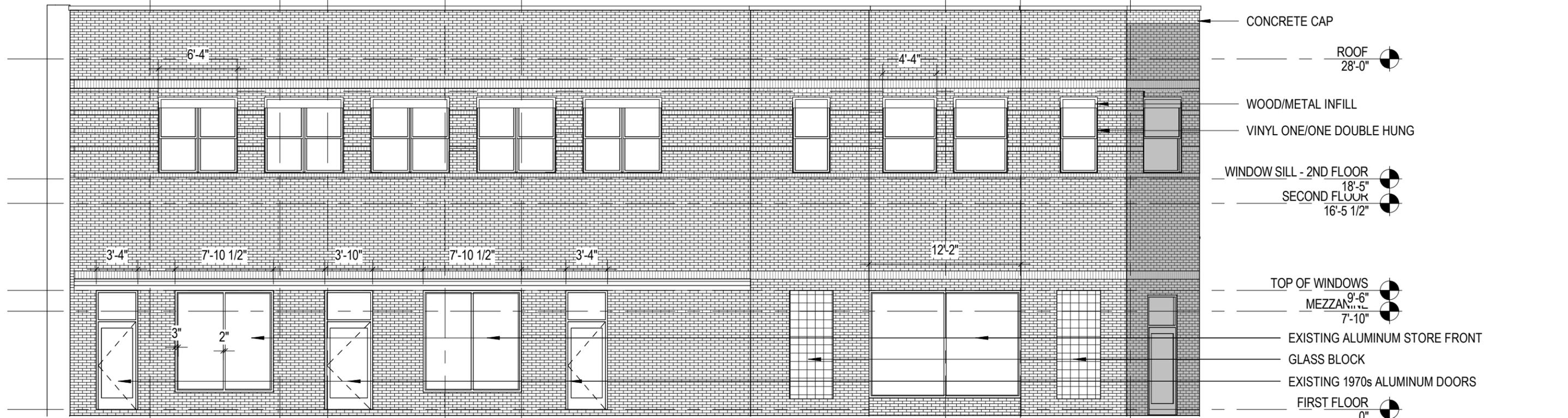
EXTENT OF IMPROVEMENTS **Maximum Score 20 Points**

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

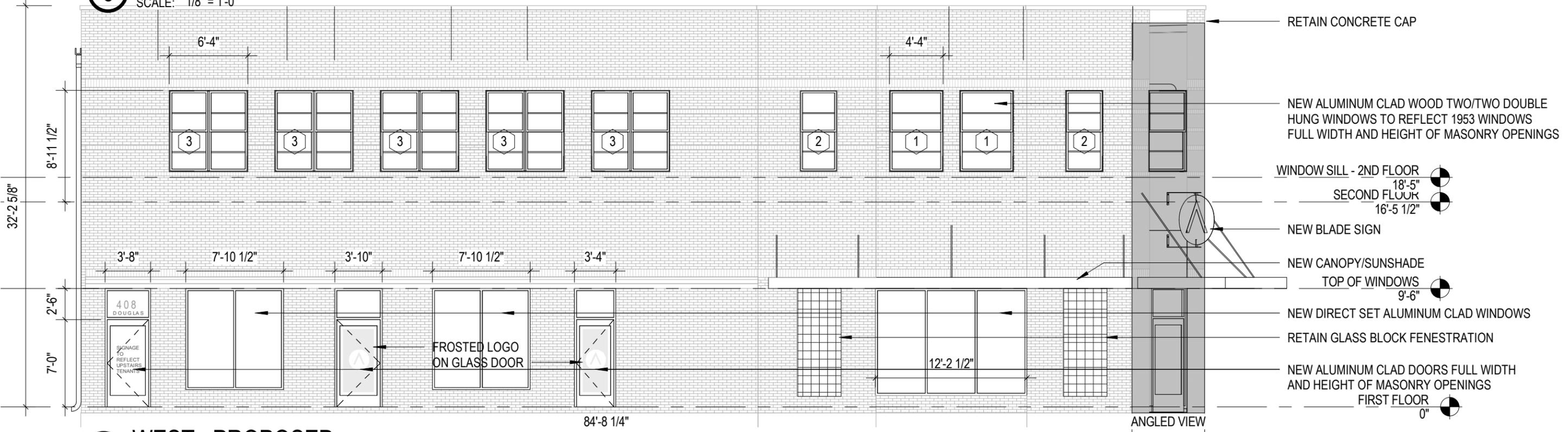
- | | |
|---|--|
| <p>HISTORIC FACADES (such as Café Diem):</p> <ul style="list-style-type: none">▪ Display windows▪ Transoms▪ Masonry (includes removing cover-up)▪ Upper floor windows▪ Parapet and cornices▪ Awnings and canopies▪ Entrance▪ Kickplate | <p>OTHER FACADES: (such as Wheatsfield)</p> <ul style="list-style-type: none">▪ Quality materials▪ Façade modulation▪ Fenestration▪ Roof▪ Awnings▪ Building entrances |
|---|--|

HISTORIC DESIGN **Maximum Score 20 Points**

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



6 WEST - EXISTING
SCALE: 1/8" = 1'-0"



7 WEST - PROPOSED
SCALE: 1/8" = 1'-0"



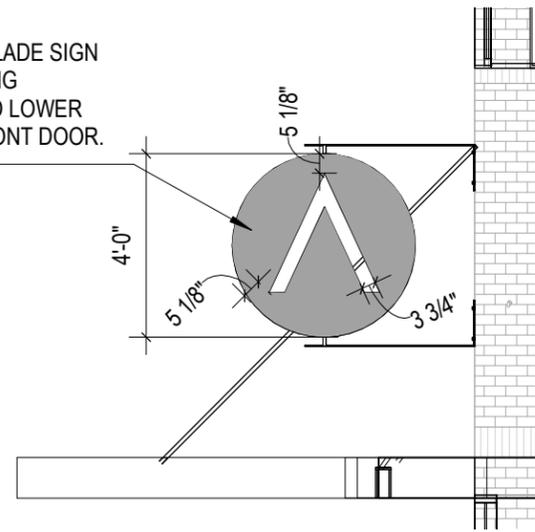
AVEC Design+Build
410 5th Street
Ames, IA 50010
515-233-4641

131 MAIN STREET

BUILDING RENOVATIONS

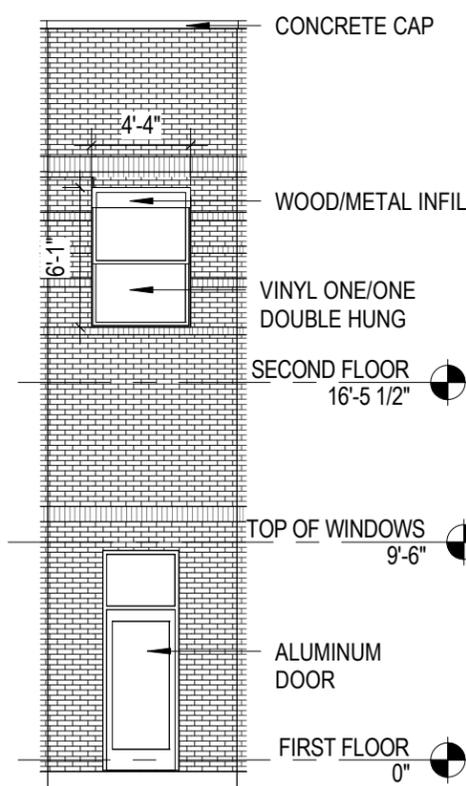
JANUARY 17, 2018

NEW 48" DIAMETER BLADE SIGN MOUNTED TO BUILDING BETWEEN UPPER AND LOWER WINDOWS ABOVE FRONT DOOR. LOGO IS CUT OUT.

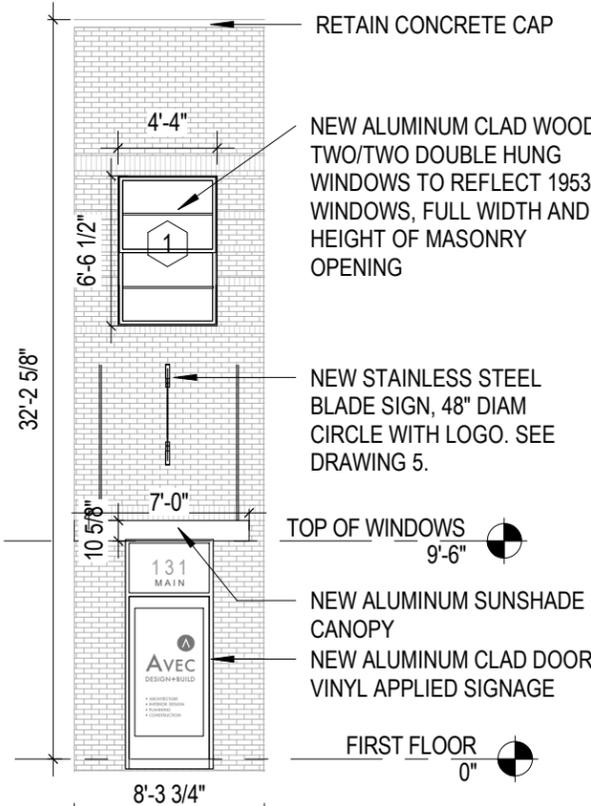


Canopy will extend four feet from building

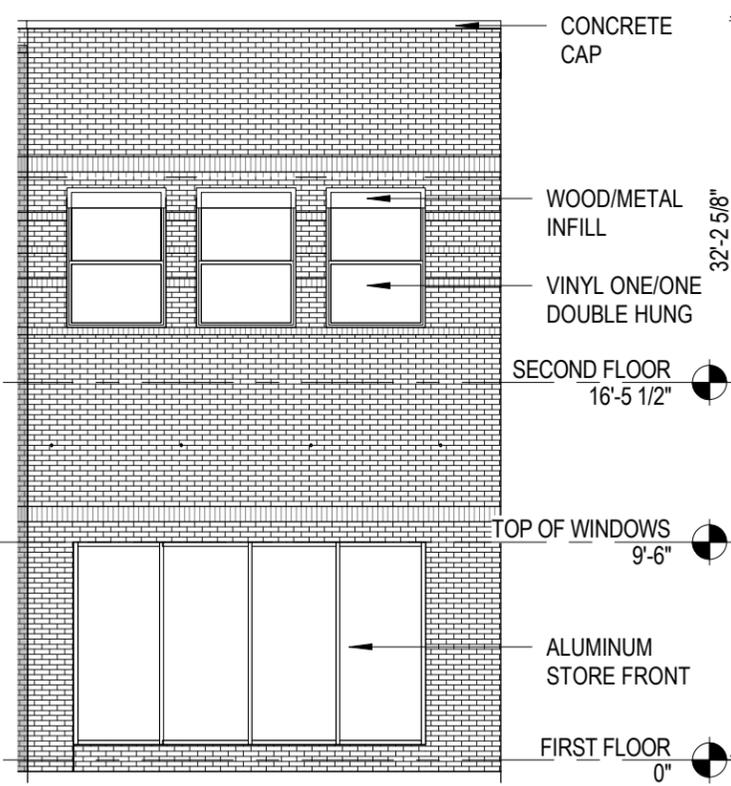
5 SIGNAGE AT SW CORNER
SCALE: 1/4" = 1'-0"



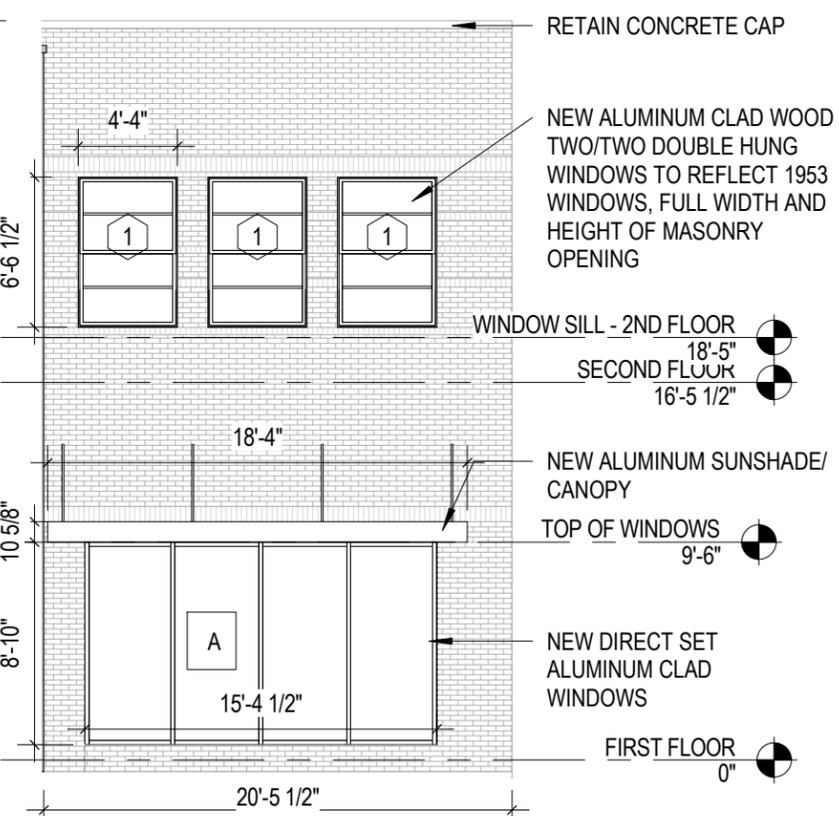
1 SW - EXISTING
SCALE: 1/8" = 1'-0"



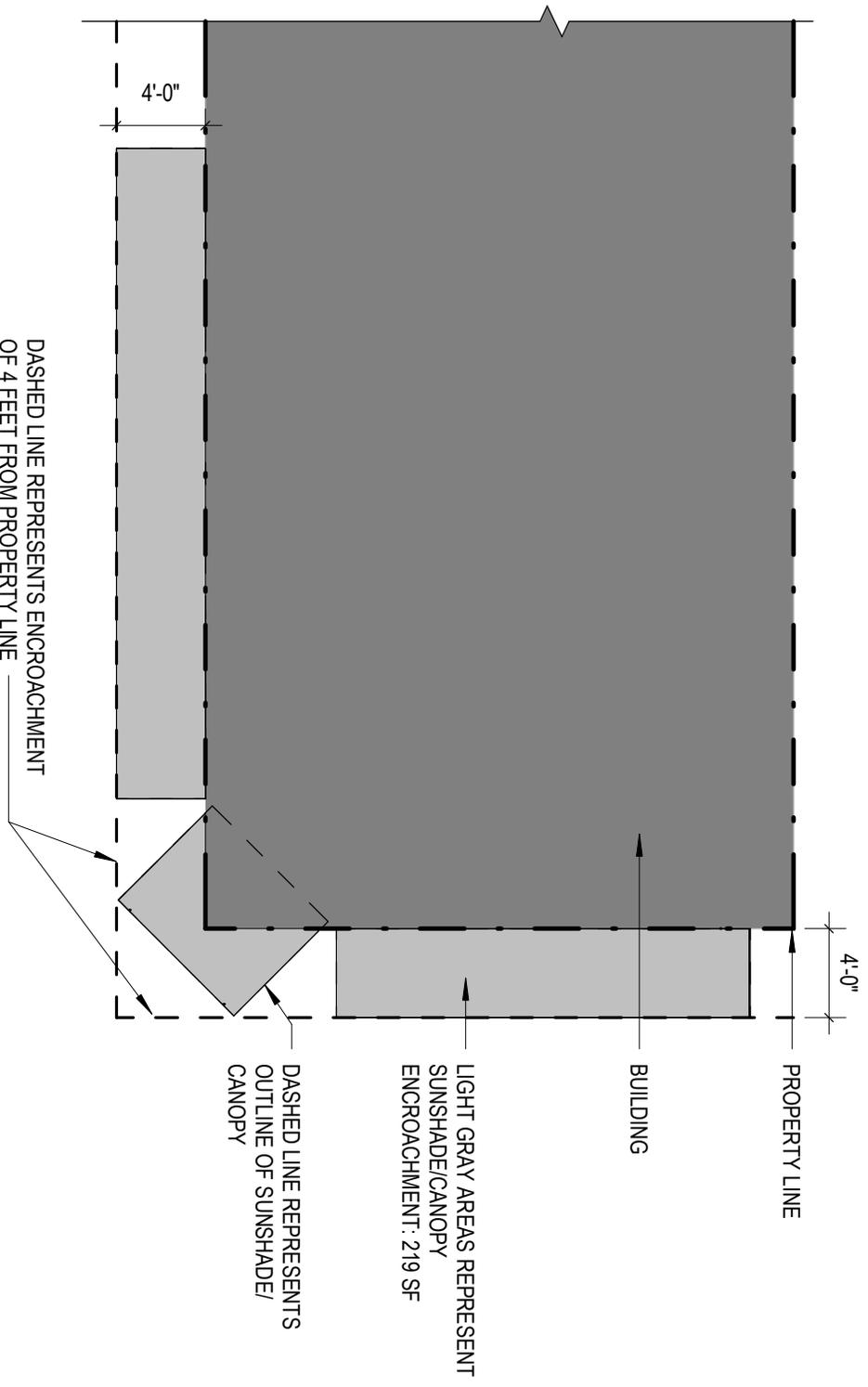
2 SW - PROPOSED
SCALE: 1/8" = 1'-0"



3 SOUTH - EXISTING
SCALE: 1/8" = 1'-0"



4 SOUTH - PROPOSED
SCALE: 1/8" = 1'-0"



1

ENLARGED SUNSHADE/CANOPY

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



ARCHITECT
 AVEC Design+Build
 410 5th Street
 Ames, IA 50010
 515-233-4641

BUILDING RENOVATIONS
131 MAIN ST. AMES, IOWA 50010

SHEET REF:

SUNSHADE/CANOPY
 2/21/18



ESTIMATE - 131 Main St SOUTH-SOUTHWEST Façade Renovations

	MATERIALS			Estimated cost	
1	Double Hung Windows - Type 1	4	\$1,395.00	\$5,580.00	
2	Exterior Door with Transom	1	\$3,495.00	\$3,495.00	
3	Canopy (South and Southwest Portions)	LS		\$14,000.00	
4	Blade Sign	1	\$2,200.00	\$2,200.00	
5	Storefront Windows	4	\$1,500.00	\$6,000.00	Note #1
	SUBTOTAL			\$31,275.00	
	INSTALLATION				
6	Windows	4	\$300.00	\$1,200.00	
7	Door	1	\$500.00	\$500.00	
8	Canopy (South and Southwest Portions)	LS		\$3,300.00	
9	Blade Sign	LS		\$800.00	
10	Storefront Windows	4	\$300.00	\$1,200.00	Note #1
11	Brick Cleaning	LS		\$800.00	
	TOTAL			\$39,075.00	
	Avec Design Fee			\$1,200.00	

Note #1 May not be eligible for grant.



ESTIMATE - 131 Main St WEST Façade Renovations

	MATERIALS			Estimated cost	
1	Double Hung Windows - Type 1	2	\$1,395.00	\$2,790.00	
2	Double Hung Windows - Type 2	2	\$1,195.00	\$2,390.00	
3	Double Hung Windows - Type 3	5	\$2,295.00	\$11,475.00	
4	Exterior Door with Transom	3	\$3,495.00	\$10,485.00	
5	Canopy (West Portions)	LS		\$9,000.00	
6	Storefront Windows	7	\$1,500.00	\$10,500.00	Note #1
	SUBTOTAL			\$46,640.00	
	INSTALLATION				
7	Windows	9	\$300.00	\$2,700.00	
8	Door	3	\$500.00	\$1,500.00	
9	Canopy (West)	LS		\$3,300.00	
10	Storefront Windows	7	\$300.00	\$2,100.00	Note #1
11	Brick Cleaning	LS		\$2,400.00	
	TOTAL			\$56,240.00	
	Avec Design Fee			\$2,200.00	

Note #1 May not be eligible for grant.

● PHOTOS: 131 Main Street



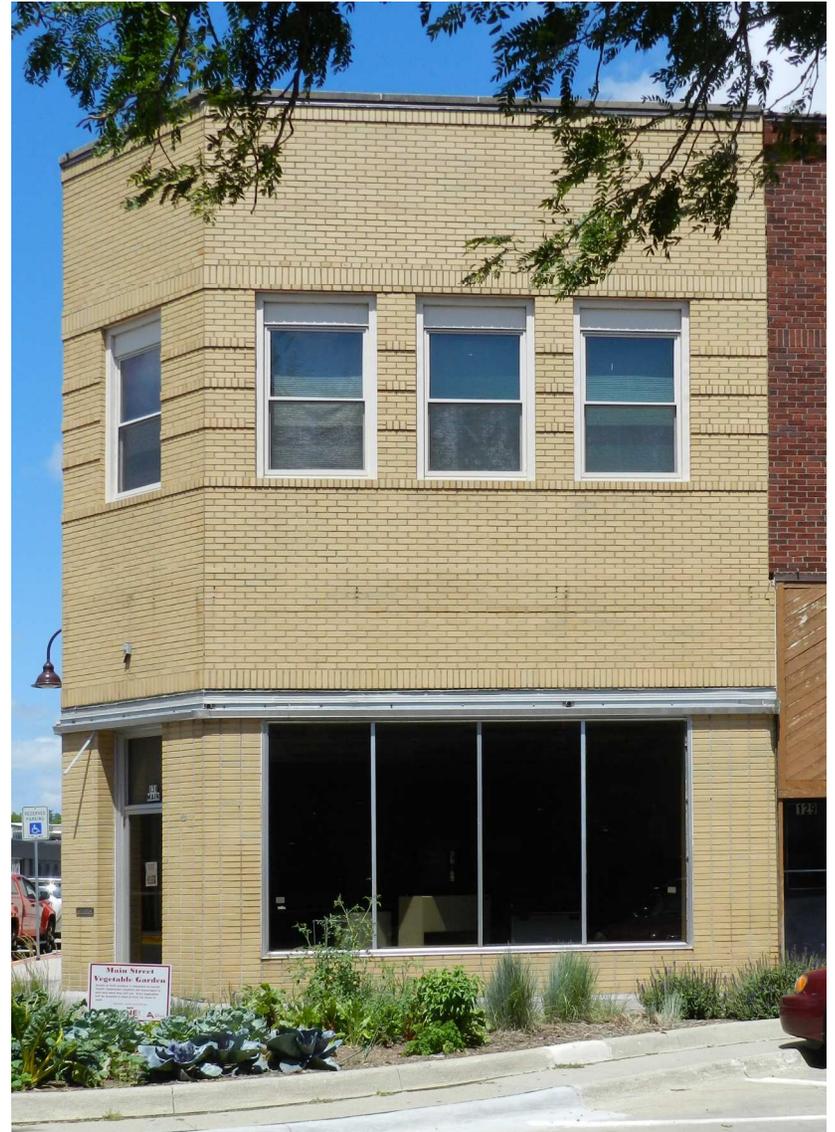
#01: CORNER PERSPECTIVE
Iowa Electric Light & Power Company
131 Main Street Ames, Iowa
August 26, 2017



#02: WEST ELEVATION
Iowa Electric Light & Power Company
131 Main Street Ames, Iowa
August 26, 2017



#03: SOUTHWEST ELEVATION
Iowa Electric Light & Power Company
131 Main Street Ames, Iowa
August 26, 2017



#04: SOUTH ELEVATION
Iowa Electric Light & Power Company
131 Main Street Ames, Iowa
August 26, 2017

#05: EXTERIOR DETAIL -EXISTING GLASS BLOCK
Iowa Electric Light & Power Company
131 Main Street Ames, Iowa
August 26, 2017





#06: FORMER HORIZONTAL METAL CANOPY
Iowa Electric Light & Power Company
131 Main Street Ames, Iowa
May 16, 2000



#07: EXTERIOR DETAIL – REMNANTS OF HORIZONTAL METAL CANOPY
Iowa Electric Light & Power Company
131 Main Street Ames, Iowa
August 26, 2017



#08: EXISTING ALUMINUM WINDOWS
Iowa Electric Light & Power Company
131 Main Street Ames, Iowa
August 26, 2017



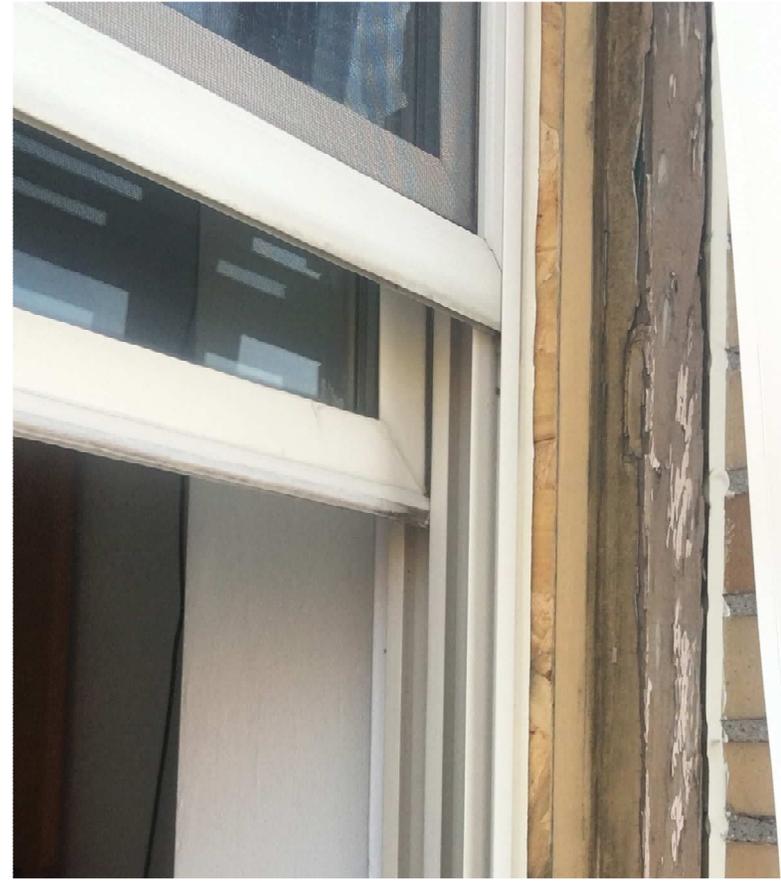
#09: EXISTING ALUMINUM DOOR
Iowa Electric Light & Power Company
131 Main Street Ames, Iowa
August 26, 2017

#10: EXTERIOR DETAIL – ALUMINUM WINDOW
Iowa Electric Light & Power Company
131 Main Street Ames, Iowa
August 26, 2017





#11: EXISTING INFILLED VINYL WINDOWS
Iowa Electric Light & Power Company
131 Main Street Ames, Iowa
August 26, 2017



#12: EXTERIOR DETAIL – ORIGINAL BRICK MOLD
Iowa Electric Light & Power Company
131 Main Street Ames, Iowa
August 26, 2017



Existing



**Main Street Iowa
Proposed Façade Renovation
100 Block of Main Buildings
Ames, Iowa**

Notes:

- >This shows the entire strip of the buildings on the 100 block that historically shared a uniform storefront treatment. It is recommended to recreate the basic layout of that design.
- >Over time entrances have been moved or eliminated. In the historic photo, each bay has the entrance on the west side. This creates a very regular rhythm. Ideally this would be restored, but budget constraints may not make that feasible. Therefore, this proposal retains the entrance locations of each existing business.
- >During the removal of the existing storefronts, the original overall height should be established. It is difficult to determine from the current conditions exactly where this height should be. But it should be consistent across all bays.
- >Each storefront has the same basic treatment – the windows are the same, the doors are the same, the bulkheads are the same and everything is the same color. Individual identity is created by signs and other simple easily removed elements.
- >A variety of sign types are shown. All are flush mounted. Some are simple panel signs (John’s Natural Foods, Ann’s Insurance and A Stitch on Time). The others are individual letters/plasma cut signs. The signs shown are for demonstration purposes – each business is free to select the type and design that is most appropriate. However, internally illuminated box signs are NOT recommended. Illumination can be from simple overhead lights (two examples shown) or the plasma cut type signs can be halo lit. Sign examples are included.
- >See Sheet #2 for detail of “Lee’s Computers” and additional notes.

Proposed



**Completed
in 2013**

The buildings at 108, 110, 116, 118, 120, and 122 Main were originally built together and all one building. At some point they were separated, and at various times the storefronts were altered. We wish to restore the historic look. We propose using identical materials and design as 122 Main, which was done with a previous façade grant and designed by Main Street Iowa. The conceptual photo of the entire strip is from Main Street Iowa's design. We have also included a photo of the finished product at 122 Main, and plan to use identical materials to restore the uniform storefront for the entire strip including 108, 110, 116, 118, 120, and 122 Main.

Alexander Masonry
 603 10th Street, Lot 607
 Nevada, IA 50201
 515-203-0660

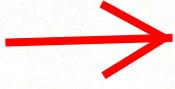
Estimate

Date	Estimate #
1/17/2018	14731

Name / Address
116 Onondaga, LLC 116 Main Street Ames, IA

		Project
Description		Total
Removal and Replacement of storefront. This estimate is for the completed storefront at 116 Main. The estimate includes, but is not limited to, the following: removal and disposal of existing storefront, stucco, glass, brick, concrete; rebuilding north wall with original brick, new dark bronze window frames and door, stucco, interior finishing, drywall, trim, consultation with city, consultation with engineer, permits, fees, labor, parking fees, etc.		30,157.24T
Sales Tax		2,111.01
Thank you for your Consideration.		Total \$32,268.25

116 Main



110 Main



The buildings at 108, 110, 116, 118, 120, and 122 Main were originally built together and all one building. At some point they were separated, and at various times the storefronts were altered. We wish to restore the historic look. We propose using identical materials and design as 122 Main, which was done with a previous façade grant and designed by Main Street Iowa. The conceptual photo of the entire strip is from Main Street Iowa's design. We have also included a photo of the finished product at 122 Main, and plan to use identical materials to restore the uniform storefront for the entire strip including 108, 110, 116, 118, 120, and 122 Main.

Alexander Masonry
 603 10th Street, Lot 607
 Nevada, IA 50201
 515-203-0660

Estimate

Date	Estimate #
1/17/2018	14732

Name / Address
LCM Properties, LLC 110 Main Street Ames, IA 50010

		Project
Description	Total	
Removal and Replacement of storefront. This estimate is for the completed storefront at 110 Main. The estimate includes, but is not limited to, the following: removal and disposal of existing storefront, stucco, glass, brick, concrete; rebuilding north wall with original brick, new dark bronze window frames and door, stucco, interior finishing, drywall, trim, consultation with city, consultation with engineer, permits, fees, labor, parking fees, etc.	40,253.41T	
Sales Tax	2,817.74	
Thank you for your Consideration.	Total	\$43,071.15

122 Main. Design approved in 2013 with flush wall and outswing door. It previously had a recessed entry.



From: LCM Properties <lcpropertiesllc@gmail.com>
To: ckuester@city.ames.ia.us, "LCM Properties, LLC" <lcpropertiesllc@gmail.com>

Date: Thursday, February 22, 2018 02:28PM
Subject: Main Street Facade grant

Working off of historic photos from 1914 and the 2013 proposal from Main Street Iowa for 122 Main, we wish to continue restoration of the strip of buildings to match 122 Main. The building, which is now known as 108, 110, 116, 118, 120 and 122 Main, was built as one building and interconnected. Sometime in the 1940's, 116, 118, 120 and 122 Main were remodeled and had their storefronts angled in. The original storefront had a flush front, as was replaced on 122 Main, but had a recessed doorway. Main Street Iowa had proposed that while the city allows a flush door, a slight recess would recreate the traditional storefront. 122 Main ended up being a flush door after several months of discussion with Jeff Benson, City of Ames inspections, and the contractors. There were multiple issues with having a recessed door. Primarily, the entire building shares footings and floor joists, making it impossible to change the internal floor height to allow a door to open in without having a step. Also, recessing the door 6-8 inches with a flush storefront also posed a great difficulty for handicap accessibility, especially for someone in a wheelchair. The end result that allowed us to work with the existing historic building, which everyone agreed upon for 122 Main, was to have a flush mounted door swinging out as this was the best option to accommodate for both looks and handicap accessibility. Ultimately if this were a new building, the internal floor would be lowered with recessed doors swinging in. Unfortunately, this is not an option we have with the existing historic structure.

COUNCIL ACTION FORM

SUBJECT: FY 2018-19 PROPOSED ANNUAL ACTION PLAN PROJECTS FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM AND PUBLIC FORUM FOLLOW-UP

BACKGROUND:

City staff hosted public forums on February 5th and 6th to gather input regarding potential projects for the FY 2018-2019 Community Development Block Grant (CDBG) Annual Action Plan. A total of ten (10) persons attended and participated in the forum discussions. This included representatives from College Creek Neighborhood Association, YSS, Emergency Residence Project, Story County, and interested citizens.

An overview of the following items was shared during the forums:

- Review of the adopted 2014-18 Strategic Plan Goals and Priorities, for both low and moderate income and as well as for non-low and moderate income households.
- Review the current 2017-18 Action Plan Projects and budget.
- Overview and update on the status on the development of 321 State Avenue.
- Proposed program activities and budget for the 2018-19 Action Plan.

After reviewing the above items, the attendees were asked to give feedback and input on each item. Additionally, the participants were advised that since we are entering into the 5th and final year of the 2014-2018 5-year Consolidated Plan, no major program suggestions or changes would be recommended. However, attendees were notified that sessions for a new 5-year Consolidated Plan (2018-2023) would begin possibly in the fall of 2018.

Attachment "A" reflects the participants' feedback and/or comments.

The overall feedback continues to center around the continual need of affordable housing for low- income households in the areas of rental, shelters, transitional, and homeownership units and around the continuation of public services such as Security Deposit, 1st Month's Rent and Transportation Assistance.

There seem to be an overall consensus that the 2017-18 Action Plan activities should continue, but more emphasis be given to completing the development of 321 State Avenue for affordable housing.

Taking all of the above information under consideration staff recommends the following proposed projects and budget for the FY 2018-19 Annual Action Plan. In that the FY 2018-19 federal funding allocation has not yet been announced, the proposed budget will be based on the current fy 2017-18 funding allocation amount of \$510,515.

Anticipated/Proposed 2017-18 CDBG Program Revenue Resources	
18-19 CDBG Allocation**	\$ 510,515
17-18 Anticipated Program Rollover	\$ 626,942
18-19 Anticipated Program Income	<u>\$ 6,000</u>
Total 2018-19	\$1,143,457
Non-CDBG Revenue Resources (GO Bond)	<u>\$250,000</u>
Grand Total Revenues	\$1,393,457
** same as 2017-18 Allocation	

Proposed 2018-19 CDBG Program Action Plan Activities and Expenses	
Homebuyer Assistance Program (Assumes average of \$25,000 to \$30,000 per home for down payment assistance)	\$325,000
Public Infrastructure Improvements Program for the Neighborhood Revitalization Strategy Area (Includes CDBG and GO Bond funds)	\$851,354
Public Infrastructure Program Delivery costs (Engineering, etc.)	\$80,000
Renter Affordability Programs (Security Deposits or First Month's Rent, and Transportation Assistance)	\$35,000
Total Programming	\$1,291,354
2018-19 Program Administration	\$102,103
Grand Total	\$1,393,457

Staff's rationale for recommending that we **continue** these project activities for 2018-19 is as follows:

- The project activities are consistent with the recently adopted 2014-18 Five-Year Consolidated Plan goals that address the following two barriers that were outlined in the 2013 Impediments to Fair Housing Analysis Study: **1) the “lack of available, decent rental units in affordable price ranges” and 2) the “cost of housing” for both renters and home buyers.** Additionally, the data outlined in the Comprehensive Housing Affordability Strategy (CHAS), and the American Community Survey (ACS) information for the City of Ames is consistent with the two needs outlined above.
- The proposed projects are consistent with the City Council's goals and priorities to focus on neighborhood sustainability by improving and expanding the housing stock for in low- and moderate-income households and in our vital core neighborhoods.
- The proposed implementation sequence for the project activities should help meet HUD's timely expenditure requirements.
- All of the activities proposed would be of 100% benefit to low- and moderate-income persons.

As noted previously, the City has not been notified of the amount that will be allocated for FY 2018-19. However, we have been advised to project the current FY 2017-18 allocation of \$510,515 for budgeting purpose for the 2018-19 Action Plan projects.

Of the \$510,515, approximately \$408,412 is available for programming, not including any 2017-18 anticipated program roll-over or program income. Approximately, \$102,103 would be set aside for program administration. Staff is cautiously anticipating a rollover balance of approximately \$626,942, and program income of \$6,000 which would provide approximately \$1,143,457 of CDBG “program” funds (not including administration) to be available for the FY 2018-19 program year. An additional \$250,000 was allocated to the 321 State Avenue project from excess G.O. Bond funds in FY 2017-18. The total projected revenue is \$1,393,457.

Staff is recommending that the anticipated budget of \$1,393,457 be allocated to the project activities outlined above. The need to improve and expand the supply of affordable housing for low and moderate income households can best be accomplished through the implementation of the 321 State Avenue project, Homebuyer Assistance Program, and the Renter Affordability Programs. The use of rental assistance and homebuyer funds represent about 25% of the total funding used directly toward housing related programs.

ALTERNATIVES:

1. The City Council can approve the proposed FY 2018-19 Annual Action Plan Program Projects and proposed budget in connection with the City's Community Development Block Grant Program, as outlined above. *
2. The City Council can approve the proposed FY 2018-19 Annual Action Plan Program Projects and proposed budget in connection with the City's Community Development Block Grant Program, with modifications. *
3. The City Council can refer this item back to staff with further direction.

*** Approval of Alternative #1 or #2 will also authorize staff to prepare the Action Plan document for the required 30-day public comment period and set May 8, 2018 as the date for the public hearing for the submittal of the FY 2018-19 Annual Action Plan to HUD on or before May 17, 2018.**

CITY MANAGER'S RECOMMENDED ACTION:

Although there was not a high level of participation in the Public Forums, those who attended were seemed to be satisfied with the current program activities as continuing in the right direction to address the needs identified in the 5-Year Consolidated Plan.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, thereby approving the proposed FY 2018-19 Annual Action Plan Program Projects and proposed budget in connection with the City's Community Development Block Grant Program, as outlined above.

Attachment A

2018 Public Forums Participant Comments/Feedback February 5th and 6th

A. Infrastructure Project for State Avenue:

1. Would be nice to see progress on State Avenue since we are paying taxes and it has been taking so long.
2. Avoid high density units.
3. What should the thru road/infrastructure look like-through Tripp Street or not.
4. Permanent affordable housing.
5. Actual Brick and Mortar.

B. Renter Affordability Programs (Deposit, 1st Month's Rent, Transportation):

1. Deposit and 1st Month's Rental Assistance-could set some aside or not.
2. If not funded, need capacity from other funders to fill in the gap.

COUNCIL ACTION FORM

SUBJECT: LETTER OF SUPPORT AND ASSURANCES FOR IOWA ECONOMIC DEVELOPMENT AUTHORITY COMMUNITY CATALYST BUILDING REMEDIATION PROGRAM GRANT

BACKGROUND:

At the December 19, 2017 meeting, the City Council authorized the Main Street Cultural District (MSCD) to prepare a grant pre-application in the City's name for a Community Catalyst Building Remediation Program Grant. The proposed grant is for improvements to 131 Main Street (owned by Avec Holdings). The pre-application was accepted by the Iowa Economic Development Authority (IEDA) which, in January, invited MSCD to submit a full application. The formal grant application is due March 1, 2018. IEDA requires a letter of support to accompany the formal grant application. A draft letter of support is included as Attachment A. The project proposal is included for the Council's review as Attachment B.

In summary, the project creates interior office space on the ground floor and the basement level for Avec's use. Access to this space will be from the main entrance at the southwest corner of the building. The second floor is a separate office tenant space having access from the Douglas Avenue side of the building.

Exterior improvements will include replacing the second floor vinyl windows that have wood infills at the top. The replacement windows will be full size and will reflect the historic style of the building. The ground floor windows will be replaced at the same time and with windows reflecting the historic style of the building. The exterior doors were installed in the 1970s with inappropriate infills along the sides. Full width doors will replace them. A new metal canopy will be installed along much of the length of the two facades. It will mimic the style of the original canopy that was removed a decade ago. The property owner seeks approval of two Downtown Façade grants from the City for the described external improvements.

The IEDA requires the City to submit a Letter of Intent to Participate and a separate document of Assurances with the grant application. City Council previously reviewed the draft letter at its February 13th meeting and directed staff to investigate alternative language for support of the historic work that is part of the project. Staff has proposed the following revised language, which has been accepted by IEDA, for the grant application Letter of Intent to Participate.

The proposed plan is consistent with the City of Ames Downtown Design Guidelines for historic facades. The City of Ames also supports compliance with the Secretary of the Interior's standards as reviewed and approved by the State Historic Preservation Office.

The Assurances state that certain federal and state regulations will be followed and that the project will be completed within two years unless an extension is granted. Assurances are intended to verify that the proposed project can be accomplished by the property owner in the stated timeframe, not that the City must complete the project. It is important to note that at this point in the process the City is submitting an application for a grant, if we are awarded the grant we will enter into a separate grant agreement for administration the award to the sub-grantee (Avec).

In allowing MSCD to submit on behalf of the City, MSCD gave assurances that they will be doing the bulk of the work in preparing the grant application. To date, that has been proven true. City staff will review the grant application prior to submittal and note any changes that may need to be made. No significant staff time is requested to complete the grant application. **However, upon award of the grant, the grant will be to the City of Ames and require staff time to administer compliance with the IEDA requirements.**

In order to make the grant application more competitive, IEDA has asked for some component of local financial match by the City. In this instance, the requested Downtown Façade grants will count as a financial match if they are approved by the City Council. The review of the façade grant is a separate item on the agenda. Additionally, the proposed remodeling may also be eligible for a Downtown Urban Revitalization Area partial property tax exemption. The eligibility and amount of that exemption won't be known until the project is completed, but an estimated amount will be calculated and included in the application.

ALTERNATIVES:

1. The City Council can authorize the mayor to sign the Letter of Intent to Participate and Assurances for the Community Catalyst Building Remediation Program Grant.
2. The City Council can decline to authorize submitting the grant application.

CITY MANAGER'S RECOMMENDATION:

The City Council authorized the MSCD to submit the application on behalf of the City. IEDA is seeking a statement that the City intends to participate in the grant and, if it is awarded, to comply with all applicable regulations governing the project. The grant award would be to the City of Ames and administered through a grant agreement with IEDA for the benefit of the sub-grantee Avec. Ultimately, the property owner is subject to completing the project consistent with the terms of the grant award to receive the funding.

Therefore, it is the recommendation of the City Manager that the City Council act in accordance with Alternative #1, which is to authorize the Mayor to sign the Letter of Intent to Participate and Assurances for the Community Catalyst Building Remediation Program Grant.



February 13, 2018

The City of Ames supports this application to the Iowa Economic Development Authority for a Community Catalyst Building Remediation Program Grant. The City of Ames further states that representatives of the city council and local building and/or fire code officials who may be responsible for inspection of project properties have reviewed the project proposal.

The proposed plan is consistent with the City of Ames Downtown Design Guidelines for historic facades. The City of Ames also supports compliance with the Secretary of the Interior's standards as reviewed and approved by the State Historic Preservation Office.

Signature of Mayor

Date

Signature of Applicable Sub-Recipient

Date

Fiscal/Applicant Organization: City of Ames

The Fiscal/Applicant Organization, as eligible applicant under the rules governing this grant program shall:

- abide by the requirements of Titles VI and VII of the Civil Rights Act of 1964, as amended, and the Rehabilitation Act of 1973, as amended, which bar discrimination against any employee, applicant for employment, or any person participating in any sponsored program on the basis of race, creed, color, national origin, religion, sex, age, physical or mental disability;
- abide by the requirements of the American with Disabilities Act;
- require compensation for employment at not less than minimum wage;
- provide safe and sanitary working conditions;
- expend funds received as a result of this application on the described project within a 24-month time frame, unless written approval has been granted to exceed the aforementioned time period;
- submit all required written reports in a timely manner;
- agree to comply with all federal regulations as defined by HUD and previously outlined.

The Fiscal or Applicant Organization also assures that the representations made in this application, including all exhibits and attachments, are true and correct to the best of the entity's knowledge.

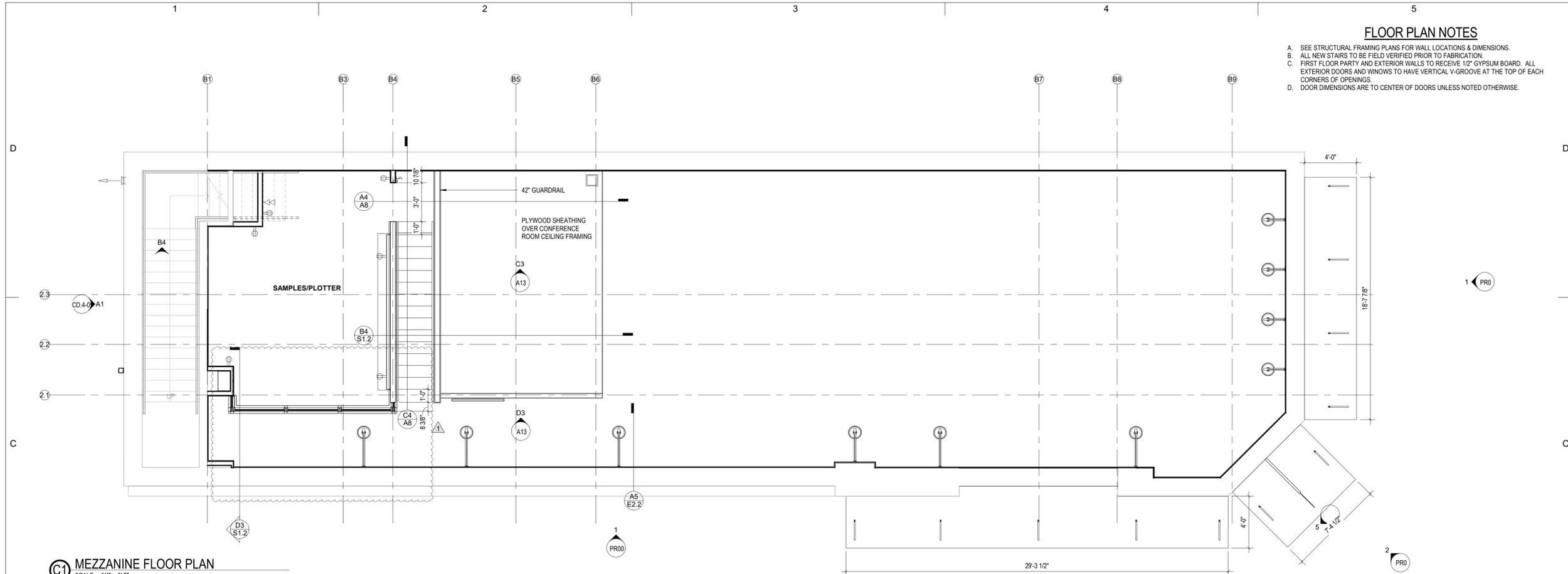
Signature

Date

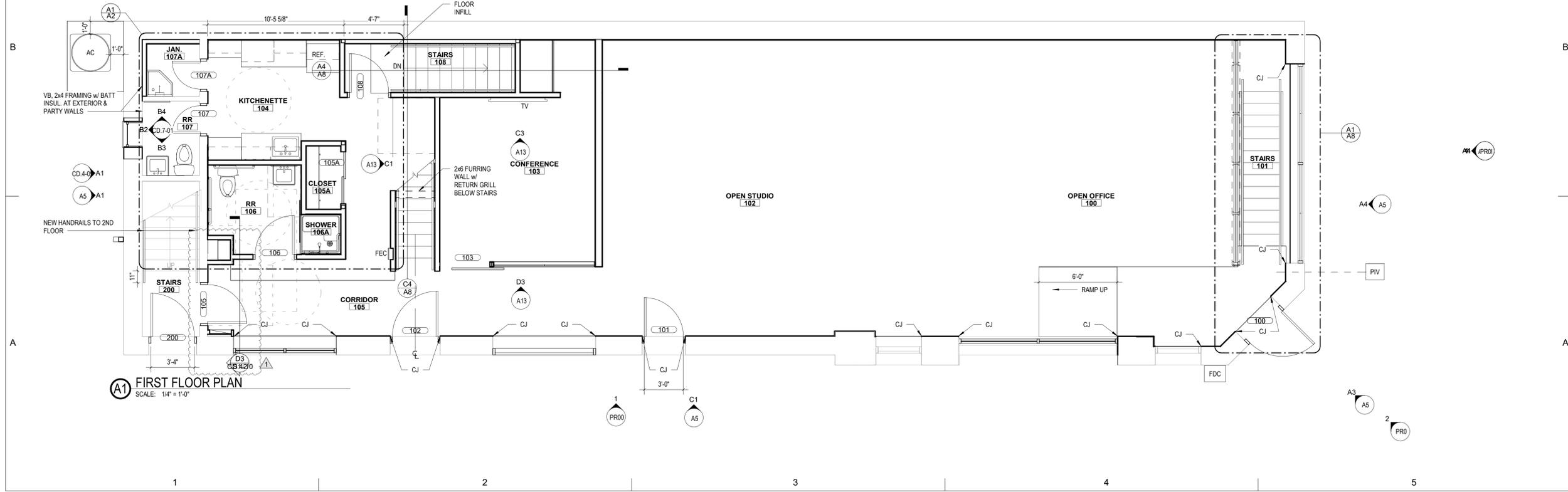
John A. Haila, Mayor
Typed/printed name and title of above individual

FLOOR PLAN NOTES

- A. SEE STRUCTURAL FRAMING PLANS FOR WALL LOCATIONS & DIMENSIONS.
- B. ALL NEW STAIRS TO BE FIELD VERIFIED PRIOR TO FABRICATION.
- C. FIRST FLOOR PARTY AND EXTERIOR WALLS TO RECEIVE 1/2" GYPSUM BOARD. ALL EXTERIOR DOORS AND WINDOWS TO HAVE VERTICAL V-GROOVE AT THE TOP OF EACH CORNERS OF OPENINGS.
- D. DOOR DIMENSIONS ARE TO CENTER OF DOORS UNLESS NOTED OTHERWISE.



C1 MEZZANINE FLOOR PLAN
SCALE: 1/4" = 1'-0"



A1 FIRST FLOOR PLAN
SCALE: 1/4" = 1'-0"

CONSTRUCTION DOCUMENTS



ARCHITECT
AVEC Design-Build
Ames, IA 50010
515-233-4641

CONTRACTOR
AVEC Design-Build
Ames, IA 50010
515-233-4641

131 MAIN ST. AMES, IOWA 50010

KEY PLAN

REV	DATE	DESCRIPTION
1	1/18/18	Revision B

ISSUED: FEBRUARY 15, 2018
PROJECT NO: 1720

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AVEC DESIGN+BUILD
THESE DOCUMENTS HAVE BEEN PREPARED BY
AVEC DESIGN+BUILD, INC. SPECIFICALLY FOR
BUILDING RENOVATIONS

**FIRST & MEZZANINE
FLOOR PLANS**

BUILDING RENOVATIONS

COUNCIL ACTION FORM

SUBJECT: NOTICE OF INTENT TO PROCEED WITH THE NORTH RIVER VALLEY WELL FIELD & PIPELINE PROJECT AND OBTAIN EASEMENTS AND PROPERTY BY EMINENT DOMAIN, IF NECESSARY.

BACKGROUND:

The Ames Water Treatment Plant relies on a network of 22 potable supply wells as the source of drinking water for the community. As old wells fail and need to be replaced and as demand for treated water increases, additional wells must be drilled.

The location for a new well field has been chosen using a detailed ground water hydraulic model. The new wells are proposed to be constructed on land north of East 13th Street and east of the Skunk River. Development of the proposed well field will consist of an interconnecting pipeline and three new wells, each with a capacity of 1,000 gallons per minute. The planned new well field will add an estimated 2.6 million gallons per day (mgd) of raw water that will be delivered to the City's Water Treatment Plant.

The 2016-17 Capital Improvements Plan outlines the multi-year budget that includes \$518,000 for design/engineering and purchase of easements for the project. The total budget for the project is \$5,561,000.

In May 2015, HDR Engineering was retained as the engineering consultant to assist with the route study associated with the pipeline from the new well field to the new water treatment plant. The study involved evaluating three alternative alignments for construction of a pipeline to transmit raw water to the water treatment plant. The selected route allows the entire pipeline to be constructed on City property. As for the wells, two of the proposed locations are located on City property and one well will require land to be acquired. In addition to the permanent land acquisition for one well, temporary construction easements are needed for construction of the pipeline.

Staff invited all potentially affected property owners to an open house on March 1, 2016. The primary purpose of the open house was to assist property owners in understanding the need for the project. It also allowed those potentially affected to ask questions and give feedback to the staff. In addition, staff has met with each of the property owners where permanent easements are needed. Staff has also contacted residents in areas where permanent easements will not be required, but where there will be construction related disruptions.

On November 30, 2016, an appraisal was completed on the land that would need to be acquired for the well. The identified location is owned by the David A. Kepley Revocable Trust. The appraisal, performed by Commercial Appraisers of Iowa (an

appraiser retained by the City) valued the land at \$10,000/acre. The acquisition area is 2.81 acres, giving a total appraised value for the subject parcel of \$28,100. A review appraisal was completed on March 6, 2017 by a second, independent appraiser that confirmed the compensation estimate.

With the appraised value established, the City initiated negotiations with the property owner. A timeline of those negotiations follows.

- The City of Ames (thru its right of way agent, A&R Land Services, Inc.) extended a **first offer** to the Kepley Trust at the appraisal value of \$10,000/acre for the 2.81 acres for a total of \$28,100. On March 27, 2017, Mr. Kepley countered with \$25,000/acre for just the 2.81 acres or \$12,000/acre for the entire 50 acre parcel. The City rejected this as the project did not have sufficient funding (or the need) to purchase the entire 50 acre parcel.
- On April 14, 2017, the City made a **second offer** of \$11,000/acre for only the 2.81 acres for a total of \$30,910. This offer was rejected by the property owner, who indicated that they thought other sales would justify a higher price. After several months and multiple requests by the City, on November 19, 2017, the owner provided what they felt were comparable sales that would justify a higher market value. These sales were sent to the original appraiser for review. The appraiser determined that they were not in fact comparable sales, and they did not help to justify a higher price per acre.
- On January 7, 2018, the City made a **third offer** with notice that the City was prepared to move to eminent domain. The offer was for \$12,500/acre for a total of \$35,125 and a deadline of Jan. 26 was given for a response. That offer was not accepted.
- Mr. Kepley (the son acting on behalf of his father) indicated he thought his father would consider \$15,000/acre. City staff made one **final, fourth offer** on February 1, 2018 of \$15,000 per acre for the parcel. That offer was rejected by the property owner, who indicated he would only sell for \$18,000 per acre.

At that point, staff concluded that they had reached an impasse in the negotiations.

It should be noted that City staff have worked with the property owner to minimize the impact of the project on his property by shifting away from the ideal well location to a less productive portion of his field. Also, as a good faith effort, city staff contracted and paid to close a monitoring well that was no longer in use and had made farming on a separate field owned by the family cumbersome.

It is key that Council consider the precedent that would be established by accepting the price offered by the property owner. The dollar amount in dispute in this case is not great because only a very small area of land is required. However, establishing a precedent of paying an exceptional percentage above the

appraised value per acre could have lasting repercussions in the future, as this would become a new “comparable sale” price that could force the City into much higher per acre rates for any future land acquisition.

Provisions from Section 6B.2A of the Iowa Code have been followed for formal notification and negotiations with property owners. Although staff were hopeful the purchase of property/properties and easements required could be negotiated without condemnation, an agreement for a voluntary sale or easement for the third well site has not been reached, and condemnation appears necessary to move the project forward.

Staff anticipates being ready for bidding later this summer so it is important to continue the process of acquiring the land needed for the new well field. Condemnation of the parcel could take several months to complete, and staff neither complete the final design nor apply for the requisite construction permits until the location for the third well has been confirmed.

ALTERNATIVES:

1. Approve by resolution a declaration of the City Council’s intent to proceed with eminent domain, if necessary, to acquire the property for the construction of the North River Valley Well Field and Pipeline Project.
2. Direct staff to offer the property owner \$18,000 per acre to purchase the necessary land for the project.
3. Direct staff to delete the third well and associated pipeline with the current project. This would reduce the capacity of the new wellfield and increase the per gallon capital cost for the new wells.

MANAGER’S RECOMMENDED ACTION:

In order to preserve and increase source water capacity as existing wells continue to age and become less effective, new wells need to be constructed. Staff has made an honest good faith effort to negotiate with the property owner, but has reached an impasse in those negotiations.

The use of eminent domain is a power that the City only uses as a last resort to ensure that its ability to provide essential services for the community is not compromised by unrealistic expectations or demands. The precedent of paying an exceptional premium for land has a very real likelihood of driving up land acquisition costs for any future projects by the City. Staff have gone as far as they can to try to reach a voluntary agreement, but have unfortunately reached an

impasse. The recommendation in this case comes only after a protracted period of good faith negotiations by City staff.

All obligations required by the Code of Iowa have been fulfilled, preserving the use of eminent domain. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.

Attachments:

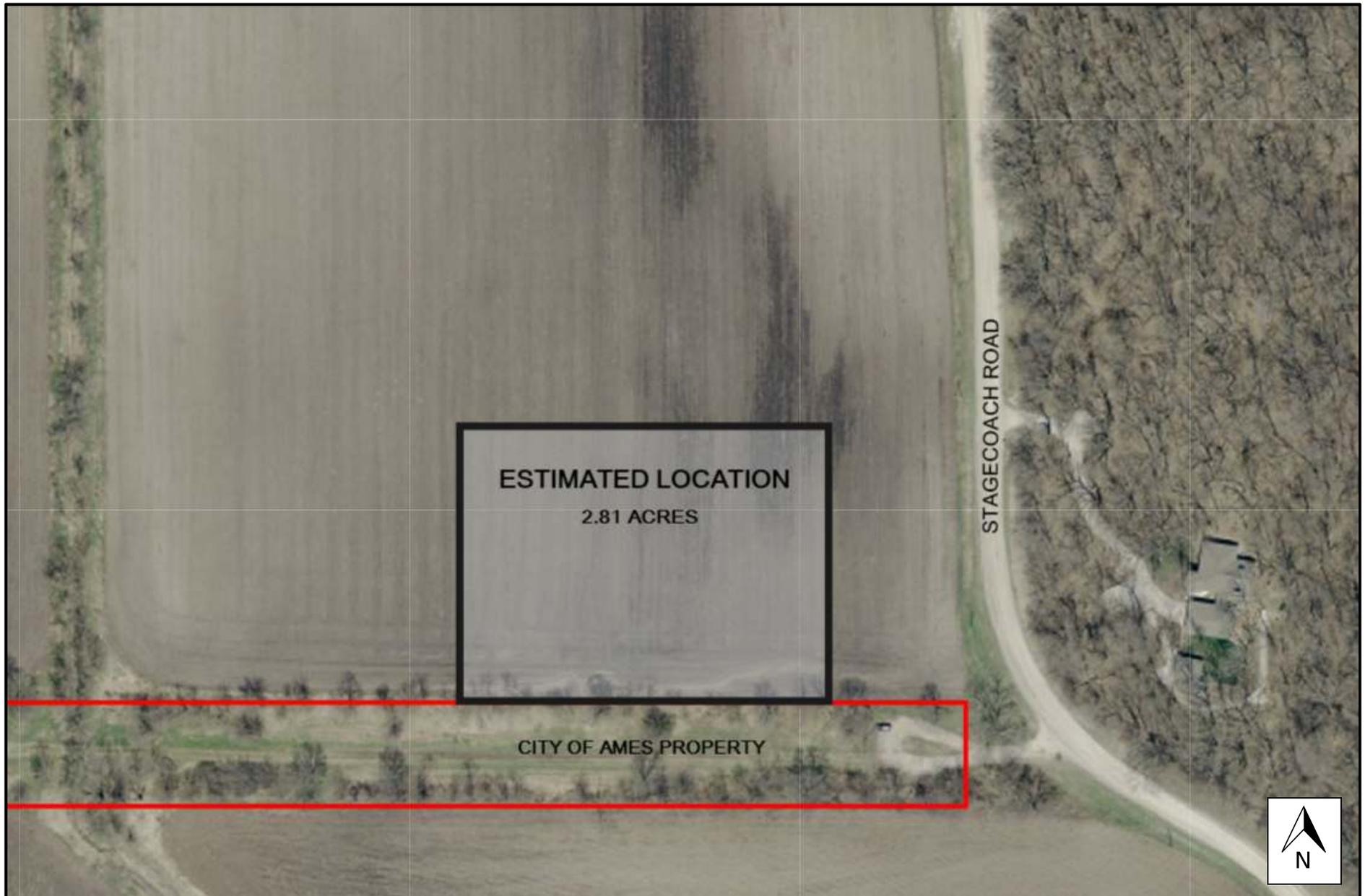
Site location map

Detailed acquisition map

North River Valley Well Field Land Acquisition



North River Valley Well Field Land Acquisition





To: Mayor and City Council
From: Tasheik Kerr, Management Analyst
Date: February 5, 2017
Subject: Mayor and Council's Bike Ride

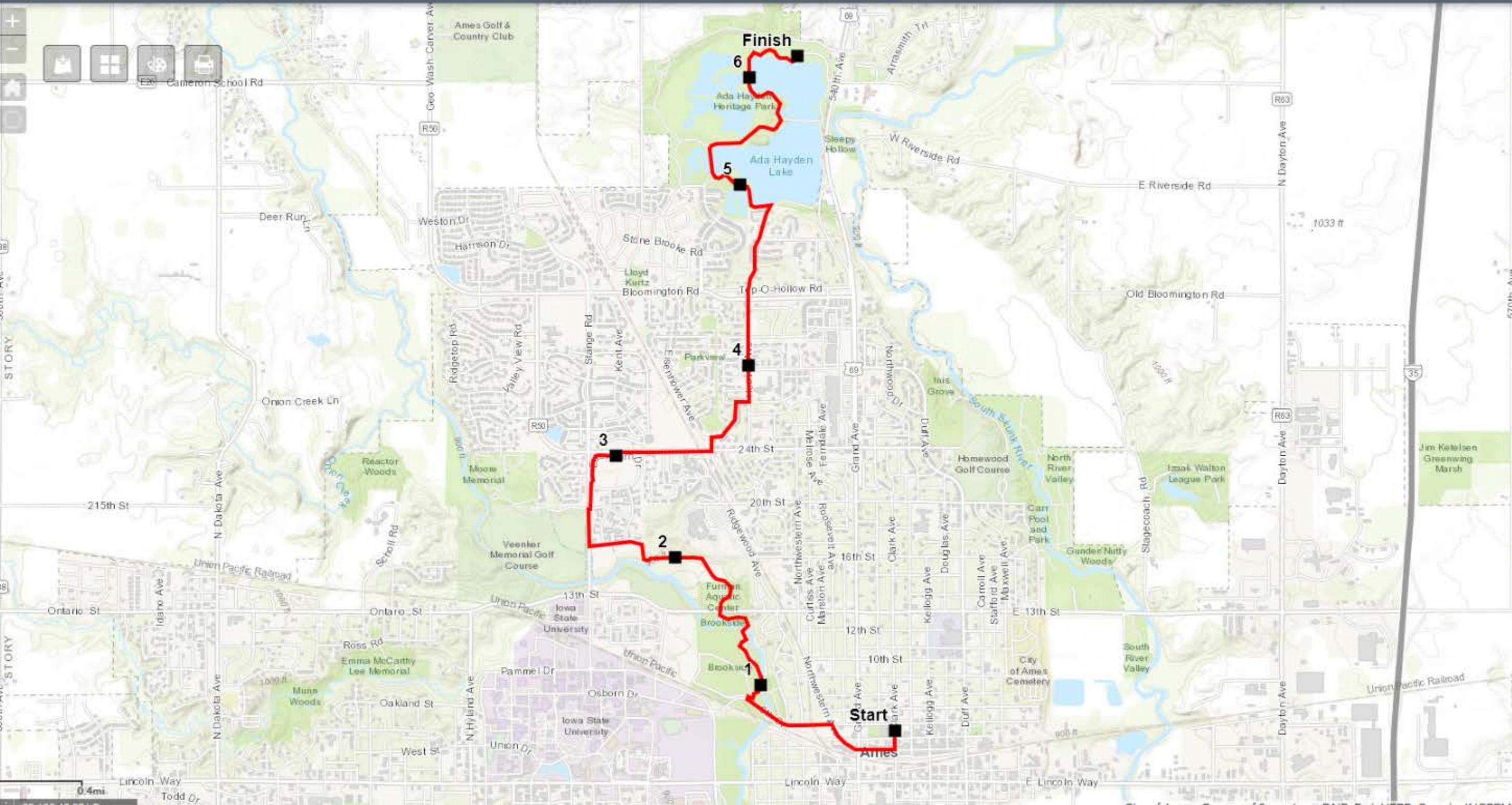
City Council referred to staff the request on how to resurrect the Mayor's Bike Ride and on renaming it the Mayor and Council's Bike Ride on August 8, 2017. Staff is proposing the following organizational aspects of the event with the intent that if the Council does not have any objections, staff will proceed with the event as laid out.

At the suggestion of the Ames Bicycle Coalition and Ames Kidical Mass, staff is proposing the bike ride be held the morning of Saturday, May 12, 2018. This date will ensure there would be no conflict with ISU graduation. Also, since May is National Bike Month, the bike ride will serve as a kick-off for National Bike to Work Week. Lot M directly west of City Hall will serve as the staging area for the bike ride. Vehicle parking will be available in Lot M for those who choose to park and bike.

The 6.4 mile bike ride will start at City Hall and end at Ada Hayden Heritage Park. Riders will exit the City Hall parking lot via Pearle Ave., turn west on Main Street to Sixth Street, and follow the Sixth Street bike path west over the railroad tracks to Brookside Park. From Brookside, riders will head north following the trail to the Furman Aquatic Center. At Furman, riders can take a water break before continuing along the path behind Ames High School to Stange Road. From Stange Road, riders will turn east on 24th Street and follow bike-friendly streets north to Ada Hayden Heritage Park. (See route on attached map.)

While much of the ride will be along shared use paths, there will be places where bicyclists will be on the street. The pace along the route will be slow to ensure the safety of participants. The distance one-way is approximately 6.4 miles and will take around an hour. Total round-trip is around 12.8 miles with ride time estimated to be two hours.

At Ada Hayden, riders would enjoy refreshments. Staff will work with various City departments to bring display vehicles and provide educational opportunities and outreach. At a designated time, riders could return to City Hall with an organized group. Riders who wish to stay at the park longer or have a different destination could depart when convenient.





To: Mayor and Council

From: Susan Gwiasda, Public Relations Officer

Date: February 27, 2018

Subject: Resident Satisfaction Survey 2018

The City of Ames is again working with Iowa State University's Institute for Design Research and Outreach to produce, distribute, and analyze the 2018 Resident Satisfaction Survey. This will be the 36th year of the survey, which includes mostly benchmarking questions. Our goal with the annual survey is to use feedback from our citizens regarding their satisfaction with City of Ames programs and services, capital improvement projects, and future allocations of funding to guide decision making.

Each year, a small amount of space is reserved for current issue/policy questions to be added. Most policy questions require some explanation before any question can be asked. Due to the space necessary to set up the question, typically only two to three additional questions fit in the survey. The Council is welcome to suggest topics, but please note there is no obligation to add to the survey. The questions added to the 2017 survey are included on pages 2-3. They focused on financial incentives for building and the millennial marketing campaign.

In the last few years, policy questions have examined incentives for economic development, rating the attractiveness of entryways into the city, support of City-sponsored "hot spots," support for an indoor aquatics center, unmet human services needs in the community, and use of biking/walking trails.

In response to the recently adopted City Council Goals, one option would be to use the available space to gather citizen feedback on possible improvements to Internet options including availability, reliability cost, speed, and customer service. I will be asking for your ideas for new topics/questions during the Council meeting. All new questions are crafted in consultation with our experts at Iowa State University in order to capture data that provides meaningful feedback.

Urban Revitalization Project

A. Do you think the City of Ames should provide monetary incentives (tax abatements, TIF, etc.) for urban revitalization projects IF this could result in the demolition of buildings identified as eligible or potentially eligible for the National Register of Historic Places?

1. Strongly Agree
2. Agree
3. Disagree
4. Strongly Disagree
5. Don't know

Why? Please explain your response: _____

#AlwaysAmes

A. Are you aware of the "#AlwaysAmes" campaign to promote the Ames community as a great place to relocate?

1. Yes
2. No
3. Maybe

B. Where have you seen the "#AlwaysAmes" marketing material? (Circle all that apply)

1. Internet ad
2. Billboard
3. Social media mention
4. Other (please specify) _____
5. No, I have not seen anything

C. If you were going to move to a community, what are the most important factors you consider before relocating? (Circle all that apply)

1. Crime and safety
2. Good schools
3. Work opportunity
4. Professional growth
5. Cultural amenities
6. Recreation opportunities (to participate)
7. Weather/climate
8. Proximity to other cities
9. Housing costs
10. Daycare availability
11. Shopping
12. Entertainment/Restaurant options
13. Sports venues (to watch)
14. Other (specify) _____

Staff Report

MISO TRANSMISSION COMMITMENT LETTER

February 27, 2018

BACKGROUND:

Ames is a member of the MISO (Midcontinent Independent System Operators) transmission owners group. Recently there was a complaint brought before the Federal Energy Regulatory Commission (FERC) that public transmission owners (MEC, Alliant, others) are treated differently than other non-public utility transmission owners (AMES, Cedar Falls Utilities, Muscatine, etc.). In the off chance that the FERC orders a refund, municipals aren't bound by the FERC rules. A possible example that may lead to a refund is if a utility over collects transmission fees.

Another example of a possible refund situation could occur due to changes in the Return on Investment (ROI) set by the FERC. To correct this inconsistency between investor-owned utilities and municipals, MISO is giving the non-public utilities (municipal utilities) a choice:

- A) Sign a document that commits non-public utilities to the same requirements as the public utilities (investor owned utilities), or
- B) Allow the municipal utility to leave MISO as a transmission owning utility.

Staff has vetted the two options internally, with MISO, and with other municipals in Iowa. All municipal utility staff members to whom we have spoken have signed the form and are remaining as a MISO transmission owner.

As a transmission owner in MISO, the City "shares" its transmission system with other utilities. The City is credited for the transmission investments it's made, and billed for the transmission service it uses. **Presently, the City has more investments than expenses and we receive yearly transmission revenues of roughly \$2,000,000.** By choosing Option A above, the City would continue to receive revenues, but would be subject to refunds if MISO deems necessary. This alternative puts Ames on a level playing field with other utilities, but could subject the utility to refunds if they were "overpaid" for service. (As an example, in 2014/15 the FERC lowered the guaranteed ROI for transmission investments from 12.45% by about 1% point which resulted in a refund.)

The other option was to leave MISO as a transmission owner. The City would no longer be subject to possible refunds, but would not receive any credits for its

transmission investments. The City's transmission revenues are roughly \$2,000,000 per year and the estimated increase in expenses would increase roughly \$1,000,000 per year; a \$3,000,000 swing to Electric Services' bottom line annually.

According to MISO there are no currently pending refunds. There is an "ROI Challenge" that was submitted late in 2017, but nothing has been decided. It should be noted that if this challenge proves successful, the refund would be less than the revenue that the City receives in a month of transmission revenue.

MISO required all utilities to return the signed form by Feb 20th. Failure to sign would have meant removal from MISO as a transmission owner. Upon completion of staff's analysis of the alternatives, the Electric Services staff concluded the best course of action would be to remain as a MISO transmission owner and be subject to the same refund obligations at other public transmission owners. The City Attorney reviewed the MISO form and advised that staff approval was adequate in this case. The form was signed by Donald Kom, Director of Electric Services on behalf of the utility. Attached is the signed form.

STAFF COMMENTS:

No action is being requested of the City Council! This matter is being brought before the Council so that the members are aware of this action in the event Electric Services is required to participate in a MISO refund with other transmission users sometime in the future. It is important to note it appears that at this time the benefits from remaining a MISO transmission owner outweigh the potential risk of a refund obligation under this commitment letter.



**Non-Public Utility Transmission Owner Commitment to Make Refunds
Or, Alternatively
Notice to Initiate Removal of Assets from MISO**

The Federal Energy Regulatory Commission has stated concern over the refund commitments provided by non-public utility transmission owners regarding situations whereby such owners receive revenue as provided for under RTO rates, terms, and conditions. FERC ordered that MISO must:

. . . obtain refund commitments from all non-public utility transmission owners at the time that it adopts the Tariff Revisions establishing the refund commitment, as well as initiate the process to remove any transmission owner's transmission assets from MISO's functional control at that time Such removal must be consistent with the applicable Transmission Owners Agreement provisions for the withdrawal of transmission owners.¹

I, the undersigned authorized representative of City of Ames, a non-public utility Transmission Owner of MISO, elect ONE of the following options:

Commit to refunds ordered in Federal Power Act Section 205 and 206 proceedings initiated on or after October 26, 2017 related to revenues that may be received associated with service provided under the MISO Tariff as a Transmission Owner, ITC, or ITC Participant.

or

Seek to initiate the process to remove assets from MISO's functional control, consistent with the applicable provisions in the Transmission Owners Agreement.

Signature: [Handwritten Signature]

Date: 14 Feb 18

Printed Name: Donald E. Korn
Title: Director, Electric Services

¹ Midcontinent Independent System Operator, Inc., 161 FERC ¶61,057, Order on Paper Hearing and Instituting Section 206 Proceeding, Establishing Refund Effective Date, and Consolidating Proceedings, at P 54 (October 19, 2017) (emphasis added).

~~ITEM # 12
DATE: 02-13-18~~

COUNCIL ACTION FORM

SUBJECT: PHOENIX STREET PARKING ORDINANCE

BACKGROUND:

Staff received a safety concern from a citizen that on-street parking at the westbound approach of the Phoenix Street and North Dakota Avenue intersection was creating a sight distance problem and causing the potential for collisions from cars turning off of North Dakota onto Phoenix.

Staff performed an analysis of the sight distance and turning movements at the intersection, determining that the presence of on-street parking on both sides of Phoenix Street between North Dakota Avenue and Yuma Avenue does create a safety issue. As a result of this finding, staff is recommending that an update to the parking ordinance be made along Phoenix Street to include a restriction of parking at all times on the north side from the intersection with North Dakota Avenue to Yuma Avenue.

ALTERNATIVES:

1. Direct the City Attorney to draft an ordinance that adds a restriction to parking at all times on the north side of Phoenix Street from North Dakota Avenue to Yuma Avenue.
2. Do not make any ordinance changes at this time.

MANAGER’S RECOMMENDED ACTION:

By directing legal staff to make an ordinance update, it will be possible to improve the safety of our traffic system in this area.

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 REPEALING SECTION 18.31 (193) AND ENACTING A NEW SECTION 18.31 (193) THEREOF, FOR THE PURPOSE OF PARKING REGULATIONS ON PHOENIX STREET; REPEALING ANY AND ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT TO THE EXTENT OF SUCH CONFLICT; PROVIDING A PENALTY; AND ESTABLISHING AN EFFECTIVE DATE.

BE IT ENACTED, by the City Council for the City of Ames, Iowa, that:

Section One. The Municipal Code of the City of Ames, Iowa shall be and the same is hereby amended by repealing Section 18.31 (193) and enacting a new Section 18.31 (193) as follows:

“Sec. 18.31. REGULATIONS FOR SPECIFIC STREETS OR LOCATIONS.

...

(193) **PHOENIX STREET.**

- (a) Parking is prohibited at all times on the south side between Mesa Verde Place and Garfield Avenue.
- (b) Parking is prohibited at all times on the north side of Phoenix Street from North Dakota Avenue to Yuma Avenue.

...”

Section Two. Violation of the provisions of this ordinance shall constitute a municipal infraction punishable as set out by law.

Section Three. All ordinances, or parts of ordinances, in conflict herewith are hereby repealed to the extent of such conflict, if any.

Section Four. 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