

AGENDA
MEETING OF THE AMES AREA METROPOLITAN
PLANNING ORGANIZATION TRANSPORTATION POLICY COMMITTEE AND
REGULAR MEETING OF THE AMES CITY COUNCIL
COUNCIL CHAMBERS - CITY HALL
MARCH 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.

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

CALL TO ORDER: 6:00 p.m.

1. Motion approving Annual Self-Certification for FY 2019
2. Resolution approving designation of AAMPO representatives to Central Iowa Regional Transportation Planning Alliance for the Ames Area Metropolitan Planning Organization
3. Motion setting May 22, 2018, as date of public hearing regarding Amendment to 2015-2019 Final Passenger Transportation Plan
4. Motion setting May 22, 2018, as date of public hearing regarding Amendment to 2018-2021 Transportation Improvement Program
5. Motion approving Draft FY 2019 Transportation Planning Work Program and setting May 22, 2018, as date of public hearing

POLICY COMMITTEE COMMENTS:

ADJOURNMENT:

REGULAR CITY COUNCIL MEETING*

*The Regular City Council Meeting will immediately follow the meeting of the Ames Area Metropolitan Planning Organization Transportation Policy Committee.

PROCLAMATIONS:

1. Proclamation for "National Service Recognition Day," April 3, 2018
2. Proclamation for "National Boys & Girls Clubs of Story County Week," April 9-13, 2018
3. Proclamation for "Good Neighbor Emergency Assistance Month," April 2018

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.

4. Motion approving payment of claims
5. Motion approving Minutes of Regular Meeting of March 6, 2018, and Special Meeting of March 20, 2018

6. Motion approving Report of Contract Change Orders for February 16-28, 2018, and March 1-15, 2018
7. Motion approving certification of civil service applicants
8. Motion directing City Attorney to prepare ordinance establishing parking regulations on Crane Avenue
9. Motion approving 5-day (April 15 - 19) Class B Beer Permit & Outdoor Service for Gateway Market MLK at the ISU Alumni Center, 420 Beach Avenue
10. Motion approving 5-day (April 27 - May 1) Special Class C Liquor License for Gateway Market MLK at the CPMI Event Center, 2321 North Loop Drive
11. Motion approving 5-day (May 8 - 12) Class C Liquor License for Gateway Hotel & Conference Center at the ISU Alumni Center, 420 Beach Avenue
12. Motion approving 5-day (May 10 - 14) Special Class C Liquor License & Outdoor Service for MSCD at Ames Municipal Airport, 2501 Airport Drive (Location of Foodies & Brew on May 11)
13. Motion approving 5-day (April 14 - 18) Class C Liquor License for Christiani's Events at 429 Alumni Lane
14. Motion approving new Special Class C Liquor for Saponi Italiani, 1620 S. Kellogg Avenue, Ste. 108
15. Motion approving new Class C Liquor License & Outdoor Service for Blue Owl Bar, 223 Welch Avenue
16. Motion approving new Special Class C Liquor & Outdoor Service for The Filling Station, 2400 University Blvd.
17. Motion approving ownership change for Class C Liquor License & Outdoor Service for Buffalo Wild Wings, 400 S. Duff Avenue
18. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Special Class C Liquor & B Wine – Southgate Expresse, 110 Airport Road
 - b. Class C Beer & B Native Wine – Swift Stop #4, 1118 S. Duff Avenue
 - c. Class C Beer & B Wine – Swift Stop #5, 3218 Orion Street
 - d. Special Class C Liquor – The Spice Thai Cuisine, 402 Main Street
 - e. Class E Liquor, C Beer, & B Wine – Sam's Club #6568, 305 Airport Road
 - f. Class B Liquor & B Wine – Ames Sleep Inn & Suites, 1310 Dickinson Avenue
 - g. Class B Beer – Pizza Pit Extreme, 207 Welch Avenue
19. Requests from Ames Chamber of Commerce for Ames Main Street Farmers' Market on Saturdays from May 5 to October 27, 2018
 - a. Motion approving blanket Temporary Obstruction Permit and blanket Vending License for Central Business District
 - b. Resolution approving closure of 300 and 400 blocks of Main Street, Burnett Avenue from Main Street to U.S. Bank drive-through, and Tom Evans Plaza from 5:00 a.m. to 1:30 p.m.
 - c. Resolution approving suspension of parking regulations in CBD Lots X and Y from 6:30 a.m. to 1:30 p.m.
 - d. Resolution approving waiver of parking meter fees and enforcement, usage and waiver of electrical fees, and waiver of fee for blanket Vending License for event from 5:00 a.m. to 1:30 p.m.
20. Resolution setting April 10, 2018, as date of public hearing on sale of vacated right-of-way (portion of alley) between North Dakota Avenue and Delaware Avenue between Toronto Street and Reliable Street
21. Resolution setting April 10, 2018, as date of public hearing on vacation of Apple Place and Peach Lane rights-of-way
22. Resolution setting April 24, 2018, as date of public hearing on conveyance of Apple Place and

- Peach Lane rights of way to Grand Center, Inc.
23. Resolution approving Encroachment Permit for sign at 2320 Lincoln Way
 24. Resolution approving preliminary plans and specifications for the 5-Year Lime Sludge Disposal Contract; setting April 26, 2018, as bid due date and May 8, 2018, as date of public hearing
 25. Resolution approving preliminary plans and specifications for 2018/19 Pavement Restoration - Slurry Seal Program; setting April 18, 2018, as bid due date and April 24, 2018, as date of public hearing
 26. Resolution approving preliminary plans and specifications for Continuous Emissions Monitoring System Replacement for Electric Services; setting April 26, 2018, as bid due date and May 8, 2018, as date of public hearing
 27. Resolution waiving formal bidding requirements and authorizing purchase of Black Box Network Services 45-Month Comprehensive Service Plan
 28. Resolution approving funding in the amount of \$25,000 for recommended improvements from Lincoln Way Pedestrian Safety Study (Welch and Stanton Improvements)
 29. Resolution awarding contract to Ames Ford Lincoln of Ames, Iowa, for three Ford Interceptor Utility Vehicles in the total amount of \$85,341.24
 30. Resolution approving renewal of contract with RESCO for purchase of Electric Services transformers in accordance with unit prices bid
 31. Resolution approving contract and bond for 2016/17 Shared Use Path System Expansion (Grand Avenue - 16th Street to Murray Drive)
 32. Resolution approving contract and bond for 2017/18 Right-of-Way Appearance Enhancements (927 Dayton Avenue Retaining Wall)
 33. Resolution approving Change Order in the amount of \$75,000 to LawnPro of Colo, Iowa, for Right-of-Way Tree Trimming and Removal Program
 34. Resolution accepting completion of 2016/17 Asphalt Street Pavement Improvements and 2016/17 Water System Improvements Program #2
 35. Resolution accepting completion of Turbine Control System, Bid No. 1
 36. Resolution approving Plat of Survey for 2007 Greeley Street
 37. Resolution approving Plat of Survey for 317 South 17th Street and 1615 South Kellogg Avenue

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

ADMINISTRATION:

38. Campus and Community Commission:
 - a. Presentation of report regarding Campustown Plaza concept
 - b. Motion directing Commission regarding next assignment
39. RAGBRAI presentation and overview of requests from Ames Convention and Visitors Bureau
40. Resolution approving/motion denying exception to Section 22.32(c)(2)(v) to allow alcohol service in Sidewalk Café at Della Viti, 323 Main Street, Ste. 102

HEARINGS:

41. Hearing on Zoning Text Amendment to revise Municipal Code Section 29.1108, Temporary Deferral on Demolition and Development:
 - a. First passage of ordinance (second and third readings and adoption requested)

42. Hearing on proposed amendment to Official Zoning Map to show a temporary deferral on demolition and development of properties in the vicinity of Lincoln Way that are in the area bounded on the north by the Chicago and Northwestern Railroad, on the east by Duff Avenue and South Duff Avenue, on the south by the alley running parallel to Lincoln Way, and on the West by Grand Avenue (Downtown Gateway Commercial):
 - a. First passage of ordinance (second and third readings and adoption requested)
43. Hearing on Furnishing Electrical Materials for Top-O-Hollow Substation:
 - a. Resolution approving final plans and specifications and awarding contract to RESCO of Ankeny, Iowa, in the amount of \$35,755.07 for Bid No. 1 - 69kV Switches
 - b. Resolution approving final plans and specifications and awarding contract to RESCO of Ankeny, Iowa, in the amount of \$27,895.27 for Bid No. 2 - Instrument Transformers
 - c. Resolution approving final plans and specifications and awarding contract to RESCO of Ankeny, Iowa, in the amount of \$6,530.58 for Bid No. 3 - Lightning Arrestors
 - d. Resolution approving final plans and specifications and awarding contract to Kriz-Davis Company-BSE of Ames, Iowa, in the amount of \$42,003.18 for Bid No. 4 - Steel Structures
44. Hearing on Brookside Park Pathway Lighting Project:
 - a. Resolution approving final plans and specifications and awarding contract to Van Maaen Electric of Newton, Iowa, in the amount of \$128,700
45. Hearing on 2017/18 Asphalt Pavement Improvements (Pierce Avenue, Pierce Circle, Tyler Avenue):
 - a. Resolution approving final plans and specifications and awarding contract to Manatt's, Inc., of Ames, Iowa, in the amount of \$776,412.35
46. Hearing on 2017/18 Clear Water Diversion Program (Douglas Avenue, Duff Avenue, O'Neil Drive):
 - a. Resolution approving final plans and specifications and awarding contract to Ames Trenching & Excavating, Inc., of Ames, Iowa, in the amount of \$79,850
47. Hearing on 2017/18 Water System Improvements Program, #2 (Kellogg Avenue and 18th Street):
 - a. Resolution approving final plans and specifications and awarding contract to Keller Excavating, Inc., of Boone, Iowa, in the amount of \$526,619.70
48. Hearing on 2017/18 Arterial Street Pavement Improvements (13th Street):
 - a. Resolution approving final plans and specifications and awarding contract to Con-Struct, Inc., of Ames, Iowa, in the amount of \$1,453,187.05, contingent upon IDOT concurrence

PLANNING & HOUSING:

49. Resolution approving Preliminary Plat for Menards Ames Subdivision (530 and 900 SE 16th Street)
50. Urban Revitalization Area for 415 Stanton Avenue:
 - a. Motion approving/denying application
 - b. Resolution directing City staff to prepare Urban Revitalization Plan and setting date of public hearing for May 8, 2018
51. Lincoln Way Redevelopment Project Update:
 - a. Motion providing direction to staff

ORDINANCES:

52. First reading of ordinance revising Chapter 13, Rental Housing Code, regarding occupancy
53. First reading of ordinance revising Chapter 28 to exempt, from the individual metering requirement, those projects that had submitted a site development plan to the Planning and Housing Department prior to February 1, 2018
54. First reading of ordinance to remove property located at 398 S. 500th and 5508 Lincoln Way

- (commonly known as Trinitas) from Ward 3, Precinct 4
55. First reading of ordinance regarding portable sidewalk signs in Campustown
 56. First reading of ordinance renaming Old Airport Road to Green Hills Drive
 57. Second passage of ordinance relating to wireless communications facilities
 58. Second passage of ordinance to create Lincoln Way/Downtown Gateway Commercial standards
 59. Third passage and adoption of ORDINANCE NO. 4338 restricting parking at all times on north side of Phoenix Street from North Dakota Avenue to Yuma Avenue
 60. Third passage and adoption of ORDINANCE NO. 4339 relating to changes to garage and accessory building standards

PUBLIC WORKS:

61. Request from Xenia Rural Water District to serve properties generally located south of existing corporate limits, east of Ames Municipal Airport, and west of South Duff Avenue:
 - a. Motion denying request and directing staff to work with property owners to develop delivery plan for provision of City water service
62. Resolution approving contract with Parkmobile for app-based services (Pay-by-Phone for parking meters)

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*.

ITEM # MPO 1
DATE: 03-27-18

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

SUBJECT: AMES AREA MPO ANNUAL SELF-CERTIFICATION FOR FY 2019

BACKGROUND:

Pursuant to federal regulations, each Metropolitan Planning Organization (MPO) must self-certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements. In the last Ames Area MPO process review by the Federal Transit Administration (FTA) and the Federal Highway Administration (FHWA), a joint report was issued finding that the transportation planning activities of AAMPO are being carried out in accordance with federal regulations, policies, and procedures.

ALTERNATIVES:

1. Certify that the Ames Area MPO transportation planning process is being conducted in accordance with all applicable requirements.
2. Reject the certification.

ADMINISTRATOR'S RECOMMENDED ACTION:

This is an annual business requirement for the MPO. The latest Federal review found all activities to be in compliance with the current standards.

It is the recommendation of the Administrator that the Ames Area MPO Transportation Policy Committee adopt Alternative No. 1, as noted above.

AMES AREA METROPOLITAN PLANNING ORGANIZATION
ANNUAL SELF-CERTIFICATION

In accordance with 23 CFR 450.334, the STATE DEPARTMENT OF TRANSPORTATION and the Ames Area Metropolitan Planning Organization for the Ames, Iowa urbanized area(s) hereby certify that the transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements of:

- (1) 23 U.S.C. 134, 49 U.S.C. Section 5303, and 23 CFR Part 450;
- (2) In nonattainment and maintenance areas, Sections 174 and 176(c) and (d) of the Clean Air Act as amended (42 U.S.C. 7504, 7506(c) and (d) and 40 CFR 93);
- (3) Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d-1) and 49 CFR part 21;
- (4) 49 U.S.C. 5332, prohibiting discrimination on the basis of race, color, creed, national origin, sex or age in employment or business opportunity;
- (5) Section 1101(b) of the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (Pub. L. 109-59) regarding the involvement of Disadvantaged Business Enterprises in FHWA and FTA funded planning;
- (6) 23 CFR part 230, regarding the implementation of an equal employment opportunity program on Federal and Federal-aid highway construction contracts;
- (7) The provisions of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 *et seq.*) and 49 CFR parts 27,37, and 38, and USDOT implementing regulation;
- (8) Older Americans Act, as amended (42 U.S.C. 6101);
- (9) 23 U.S.C. 324, regarding prohibition of discrimination based on gender; and
- (10) Section 504 of the Rehabilitation Act of 1973 and 49 CFR Part 27, regarding discrimination against individuals with disabilities.

For AAMPO:

John Haila, Chair
Transportation Policy Committee

Date

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

SUBJECT: DESIGNATION OF CIRTPA REPRESENTATIVES

BACKGROUND:

Each year, the Transportation Policy Committee appoints representatives and alternate representatives to the Central Iowa Regional Transportation Planning Alliances' (CIRTPA) two committees – the Transportation Policy Committee (TPC) and the Transportation Technical Committee (TTC). Since the Ames Area Metropolitan Planning Organization is an advisory member of CIRTPA, these are non-voting positions.

It is recommended that the Ames Area MPO's designated representatives for 2018 be as follows:

TPC Representative: Tony Filippini, Transportation Planner
TPC Alternate Representative: Damion Pregitzer, Traffic Engineer
TTC Representative: Tony Filippini, Transportation Planner
TTC Alternate Representative: Damion Pregitzer, Traffic Engineer

ALTERNATIVES:

1. Appoint the individuals named above to their respective roles representing the Ames Area MPO on CIRTPA.
2. Designate other individuals to serve the Ames Area MPO in this capacity.

ADMINISTRATOR'S RECOMMENDED ACTION:

It is the recommendation of the Administrator that the Ames Area MPO Transportation Policy Committee adopt Alternative No. 1, as noted above.

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

**SUBJECT: AMENDMENT TO THE AMES AREA MPO 2015 – 2019 FINAL
PASSENGER TRANSPORTATION PLAN**

BACKGROUND:

The Federal government requires a locally-coordinated planning process for transportation issues between human/health service agencies and transportation providers. States and metropolitan planning organizations in turn, have been charged to carry out this process and as a result are required to develop a Passenger Transportation Plan (PTP). This plan provides needs-based justification for identifying passenger transportation priorities and/or strategies. The PTP is coordinated with both the Story County Human Service Council and the Transportation Collaboration groups. The PTP must be updated, at a minimum, every five years. The Ames Area MPO last amended its PTP in January 2018 and is required to submit the next full PTP to the Iowa DOT in May 2019. During the interim, there must be documentation of at least two coordination meetings to be submitted to the IDOT annually by July 31st of which the Ames Area MPO exceeds this requirement.

Projects funded with Enhanced Mobility for Seniors and Individuals with Disabilities (FTA 5310) formula funding must specifically be identified within the PTP. Currently, the PTP identifies four projects for utilization of the 5310 funding: 1) CyRide's ADA Dial-A-Ride service, 2) Bus Stop Improvements, 3) Replacement/ Expansion of Light Duty Buses/Vehicles, and 4) Replacement/Expansion of Van Vehicles. Any suggested changes to 5310 funded projects within the PTP require an amendment to the plan.

PTP AMENDMENT:

CyRide is seeking to allocate this remaining uncommitted funding from Dial-A-Ride services to purchase annunciators for the CyRide fixed-route fleet. CyRide has \$435,452 of existing 5310 funding available which can be programmed over the next several years for this project to benefit the elderly and disabled Ames' community.

Automated Vehicle Annunciators – AVA (Section 5310):

To comply with the Americans with Disabilities Act (ADA), CyRide's drivers manually announce major transfer locations along transit routes as well as any bus stops the public request to be announced. In 2017, CyRide began working with Iowa State University's Alliance for Disability Awareness group which has communicated their desire for drivers to announce all bus stops throughout the

Ames' community without customers needing to verbally make a request to the driver. Such a system would be above and beyond what is required for ADA.

Adding automated vehicle annunciators (AVA) synced with LED signage will help keep all passengers, disability or not, better informed of where the bus is located along the route. This AVA will also make riding the bus more convenient and provide independence to hearing or visually disabled passengers. Automated announcements will make the messages more uniformly stated across the transit system by having the stops broadcasted in a similar method and at a consistent volume to be heard over loud noises inside and outside the buses. An AVA system will also allow CyRide's drivers to focus on operating the vehicle safety instead of talking into the intercom system every few blocks.

Approximate cost for **entire AVA project**: \$1,000,000 total; \$800,000 federal

Funding for FY 2019: \$544,315 total; \$435,452 federal, \$108,863 local

CyRide's transit board made a commitment within their capital plan to purchase an AVA system over a four to five year period beginning in FY2019. CyRide would fund the local portion of this project. The Transit Board has identified the **local match of \$108,863 in the FY 2019 Capital Improvement Plan**. Future 5310 funds will be identified for completion of the AVA implementation.

This project was reviewed with the Story County Human Service Council at their February 22, 2018 meeting and was recommended to the Ames Area MPO to be amended into the PTP. The Ames Area MPO Transportation Policy Committee is required to approve the PTP along with the recommended program for submittal to the Iowa Department of Transportation and Federal Transit Administration.

ALTERNATIVES:

1. Review the amendment to the Ames Area MPO 2015 – 2019 Final Passenger Transportation Plan and set May 22, 2018 as the date for the public hearing.
2. Review and modify the amendment to the Ames Area MPO 2015 – 2019 Final Passenger Transportation Plan and set May 22, 2018 as the date for the public hearing.

ADMINISTRATOR'S RECOMMENDATION:

The amendment to the Ames Area MPO 2015 – 2019 Final Passenger Transportation Plan has been developed in coordination as prescribed by the Passenger Transportation Plan. Therefore, it is recommended by the Administrator that the Transportation Policy Committee adopt Alternative No. 1, as noted above.

IV – PRIORITIES AND STRATEGIES

The following are passenger transportation priorities and strategies for the next five years, as recommended by the Story County Human Service Council. Please note, that any Enhanced Mobility for Seniors and individuals with Disabilities projects (Section 5310 funding) must be specifically included in the PTP. All other strategies/projects funded by other means are encouraged to include in the PTP but are not required. This process ensures a cooperative effort between human service agencies and transportation providers to focus on transportation services to achieve the best possible transportation service for the community focusing on the elderly and disabled populations.

The PTP committee, made up of transportation providers and human/health service agencies, provided consensus to forward the following priorities and strategies forward and recommends this plan to the Ames Area Metropolitan Planning Organization for formal approval. The AAMPO must review and approve the projects and overall PTP plan as amended for submittal to the Iowa Department of Transportation.

1. **Dial-A-Ride Service (Section 5310):** This need was identified as a base need for the community for those individuals that cannot ride the fixed-route system but can rather ride CyRide's Dial-A-Ride door-to-door service operated under subcontract currently to Heart of Iowa Regional Transit Agency (HIRTa). CyRide is mandated by the federal government as part of the American's With Disabilities Act (ADA), to provide this complementary fixed-route service for person's with a disability. This demand response service operates the same hours and days as the CyRide's fixed-route transit system. More demand will be warranted from the community in future years. Enhanced Mobility for Seniors and individuals with Disabilities funding (Section 5310 funds) can be utilized by transit agencies to subcontract out their ADA service however; they cannot provide the service themselves and receive the funding. Therefore, it is more economical to subcontract and coordinate with another provider. **Approximate annual funding = (\$237,500 total; \$190,000 federal)**

Customer Service Portal (Section 5310): In October 2017, HIRTa announced their plan to implement a customer service portal where customers will be able to book their own trips online, change their account status (address, phone number, etc.), check on their trip status, pay for trips online, etc. HIRTa is implementing this for their passengers throughout their service area including Story County and the Ames area. The Section 5310 funding supports projects that improve mobility for seniors and individuals with riding in Ames and the portal will be an outstanding technological improvement, benefiting ADA Paratransit (Dial-A-Ride) customers. This sort of technology has been specifically requested by an ISU's Alliance for Disabilities Awareness group which has met with CyRide over the past year to improve their rider experience on CyRide's Dial-A-Ride service. The one-time total capital cost of the customer service portal is \$179,560. HIRTa and CyRide have agreed that the Ames' 5310 funding should support approximately \$15,711 (\$12,569 federal) of the portal relative to the percentage of Dial-A-Ride passengers to HIRTa's overall customers throughout the region. HIRTa will accommodate the remainder of this purchase with other identified funding through their own budget. This capital cost portion for Dial-A-Ride will be amended as a miscellaneous expense into CyRide's contract with HIRTa to operate its Dial-

A-Ride service. Existing 5310 funding is currently available within the existing annual Dial-A-Ride Service budget above, due to unspent funding within previous years, to support this one-time project that will be drawn over a six-month period under the service agreement contract therefore no additional funding is 5310 is needed other than to identify it specifically within this plan. (Approximate one-time funding = \$179,560 total; \$12,569 federal)

	Dial-A-Ride (HIRT)			
	Provides door-to-door ADA service within the Ames city limits.			
Annual Numbers	FY2010	FY2011	FY2012	FY2013
# Revenue Hours	2,551	2,503	2,665	3,204
# Revenue Miles	30,498	31,122	34,108	35,445
# Days Provided/Yr.	362	362	359	359
# Riders (unlinked)	9,745	= 9,101	10,853	9,468
# Elderly Rides				
# Disabled Rides	9,745	9,101	10,853	9,468
Operating Costs	\$136,856	\$142,717	\$162,094	\$144,023

- 2. Transit Amenities/Bus Stop Improvements (Section 5310):** Improving the accessibility of CyRide's bus stops as well as CyRide's image is of importance to CyRide and their Board of Trustees. Shelters have been prioritized within a bus stop plan for the community to be funded from this identified funding in the next few years as long as funding is available to improve accessibility. These improvements also include lighting within the bus stop improvement as only a few bus stops currently have lighting within the shelter. Many passengers result to lighting up the schedule display within the shelter in the evening hours with their cell phone or a street light. Future shelters would incorporate lighting.

In addition, real-time schedule information has been a request within the Ames community for many years. This technology was implemented in February 2013 with LED digital signage at certain major transfer points on Iowa State University campus. Additional LED signage for real-time bus information can be incorporated into CyRide's system making it easier for seniors and the disabled know when their Next bus will be arriving. CyRide intends to place these signs at major transfer locations. **Approximate annual funding = (\$200,000 total; \$160,000 federal)**

- 3. Small Light-Duty Bus Replacement/Expansion (Section 5310):** CyRide's complementary Americans with Disabilities Act (ADA) service called Dial-A-Ride, is a door-to-door service serving individuals with a disability within the City of Ames. Passengers eligible for Paratransit service as defined by the (ADA) can ride this service. This service requires small light-duty accessible vehicles to operate door-to-door within the City of Ames. The useful life of these vehicles is four years as recommended by the Federal Transit Administration. CyRide currently leases one light-duty bus to its ADA contractor to help operate this service. The remaining vehicles are provided by the contractor directly as they also operate the regional public transit service for Story County. CyRide needs to systematically replace this vehicle leased to its contractor at a minimum of four years and maximum of every eight

years.

Additionally, this funding may be utilized to purchase expansion vehicles as needed for its ADA service as ridership for Dial-A-Ride increases. Specifically, CyRide cannot deny Dial-A-Ride passengers a ride due to vehicle capacity issues. CyRide must ensure a ride to its passengers within a two hour window (one hour before/after requested pickup/drop off) of the passengers' request. As of FY2013, Dial-A-Ride ridership has remained fairly stable. However, this may change as more and more disabled individuals turn to DialA-Ride for that "guaranteed ride" within the two-hour window. Section 5310 funds can be utilized by transit agencies to purchase replacement and/or expansion buses to operate its ADA service. Expansion vehicles may be necessary within this next five-year period as demand increases and CyRide would need to respond and provide additional vehicles if required.

CyRide estimates up to two light-duty buses being purchased for either replacement/expansion within the PTP between FY2015 – FY2019 with the cost identified below. Approximate funding per bus = (\$90,000 total; \$76,500 federal) **OR Approximate maximum funding = (\$180,000 total; \$153,000)**

4. **Van Replacement/Expansion (Section 5310):** In January 2015, a Demand Response Service Action Plan (<http://www.cityofames.org/modules/showdocument.aspx?documentid=20699>) and Communication Plan were finalized under the guidance of a task force to develop process improvements for the door-to-door public transit service to the general public within Story County/Ames. While, the plan identifies 23 specific actions to improve demand response county-wide public transit service, many of these improvements can also benefit CyRide's Dial-A-Ride service provided to ADA-eligible disabled individuals as both transit services are operated by the same transit provider.

Specifically under Action Item #23 in Appendix H, the Demand Response Service Action Plan identified dedicating one "unscheduled" vehicle each day to address unforeseen operational issues to ensure smooth operation of service. The need was to keep demand response public transit service on time alleviating concerns from passengers. Again, this service improvement need was seen as something to improve not only HIRTA's service but CyRide's Dial-A-Ride service as well. Therefore a possible funding source for the purchase of the vehicle is 5310 (elderly and disabled funding) impacting the demand response services within the Ames community. The vehicle would be operated to keep the service within the City of Ames on schedule as much as possible and/or assist where needed. Although the action plan identifies a bus to operate this service improvement, recent discussions have identified the unscheduled vehicle as an accessible van. The useful life of this vehicle is four years as recommended by the Federal Transit Administration and therefore, would need replaced within the life of this PTP.

CyRide estimates up to two accessible vans being purchased between FY2015 – FY2019 for either replacement/expansion within this PTP with the estimated costs identified below. CyRide and/or HIRTA would be required to fund the 25% local portion of the vehicle. **Approximate funding per van = (\$57,500 total; \$42,925 federal) OR Approximate maximum funding = (\$115,000 total; \$85,850)**

5. **Automated Vehicle Annunciators - AVA (Section 5310):** To comply with the Americans with Disabilities Act (ADA), CyRide's drivers manually announce major transfer locations along transit routes as well as any bus stops the public request to be announced. In 2017, CyRide began working with Iowa State University's Alliance for Disability Awareness group which has communicated their desire for drivers to announce all bus stops throughout the Ames' community without customers needing to verbally make a request to the driver. Such a system would be over and beyond what is required for ADA.

Automated vehicle annunciators (AVA) synced with LED signage will help keep all passengers, disability or not, better informed of where the bus is located along the route. This AVA will also make riding the bus more convenient for and provide independence to hearing or visually disabled passengers. Automated announcements will make the announcements more uniformly stated across the transit system by having the stops announced in a similar method and at a consistent volume to be heard over loud noise inside and outside the buses. An AVA system will also allow CyRide's drivers to focus on operating the vehicle safety instead of talking into the intercom system every few blocks.

CyRide has existing 5310 funding available which can be programmed over the next several years for this project to benefit the elderly and disabled Ames' community. As a result, CyRide's transit board made a commitment within their capital plan to purchase an AVA system over a four to five year period beginning in FY2019. CyRide would fund the local portion of this project.

Approximate funding for entire AVA project= (\$1,000,000 total; \$800,000 federal)

Approximate annual funding maximum = (\$300,000 total; \$240,000 federal)

ITEM # MPO 4

DATE: 3-27-18

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

**SUBJECT: AMENDMENT TO THE FY 2018 – 2021 TRANSPORTATION
IMPROVEMENT PROGRAM**

BACKGROUND:

In order to receive Federal funds for transportation improvement projects, it is necessary for the projects to be included in the approved Iowa Department of Transportation statewide plan. The initial step in this process is for the Ames Area MPO to develop a Transportation Improvement Program (TIP). Regulations require the TIP to include transportation projects for four years. The TIP may be amended in accordance with prescribed amendment and public participation procedures.

The amendment to the Fiscal Year (FY) 2018 - 2021 Transportation Improvement Program involves changing the following:

Project Amendments:

- \$212,980 in CMAQ - #9 Plum Weekday Route Expansion (Project 3664)
 - Iowa Clean Air Attainment Program (ICAAP) awarded by Iowa DOT on January 9, 2018. Project must be added to access ICAAP award.
- \$435,452 in 5310 funding - Annunciators (Project 4840)
 - Add new project using uncommitted 5310 funding to purchase on-board annunciators for CyRide's fixed-route fleet. (See 3-27-18 AAMPO Agenda Item #3)
- \$160,000 in Transportation Alternatives Program (TAP) – Skunk River Trail: SE 16th Street to E Lincoln Way (Project 14983)
 - Remove project to maintain fiscal constraint in FY 2018. ****Project will be added back in FY2019-2022 TIP****
Note: The Iowa DOT has now established the revised TAP process and asked all MPOs to move current TAP projects to FY19. All anticipated funding will be maintained.

The requirements to process amendments to the TIP call for an opportunity for public review and comment as well as approval by both the Technical and Policy Committees of the Ames Area MPO. The public input period will be available from March 27, 2018 to May 11, 2018. After this comment period, this item will go before the AAMPO Policy Committee again for final approval on May 22, 2018.

ALTERNATIVES:

1. Review the amendment to the FY 2018 – 2021 Transportation Improvement Program and set May 22, 2018 as the date for the public hearing.
2. Review and modify the amendment to the FY 2018 – 2021 Transportation Improvement Program and set May 22, 2018 as the date for the public hearing.

ADMINISTRATOR'S RECOMMENDED ACTION:

The Ames Area MPO Transportation Technical Committee has unanimously recommended approval of the FY 2018 – 2021 Transportation Improvement Program amendments.

Therefore, it is the recommendation of the Administrator that the Transportation Policy Committee adopt Alternative No. 1, as described above.

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

SUBJECT: DRAFT FY 2019 TRANSPORTATION PLANNING WORK PROGRAM

BACKGROUND:

As a part of the federal regulations governing Metropolitan Planning Organizations, the Federal Highway Administration and the Federal Transit Administration provide planning funds to reimburse these agencies for transportation planning activities. The Iowa Department of Transportation administers this program.

The Transportation Planning Work Program (TPWP) includes several work elements to ensure an integrated transportation system. These elements include administrative tasks for transportation planning, programming and development for the Transportation Improvement Program, comprehensive transportation planning and in-depth technical analysis, enhanced transit planning for coordination, accessibility, and efficiency, public participation enhancement and incorporation into the transportation planning process, committee support, and maintenance and development of the Long Range Transportation Plan. Some expected products in the FY 2019 TPWP includes the development of the Public Participation Plan, 2020-2024 Passenger Transportation Plan, Title VI Report, and starting the update to the Long Range Transportation Plan.

ALTERNATIVES:

1. Approve the Draft FY 2019 Transportation Planning Work Program and set May 22, 2018 as the date for the public hearing.
2. Direct staff to modify the Draft FY 2019 Transportation Planning Work Program and set May 22, 2018 as the date for the public hearing.

ADMINISTRATOR'S RECOMMENDED ACTION:

The Ames Area MPO Transportation Technical Committee has developed and now recommends approval of this Draft FY 2019 Transportation Planning Work Program. Therefore, it is recommended by the Administrator that the Transportation Policy Committee adopt Alternative No. 1, as noted above.



FY19

Transportation Planning Work Program

The Ames Area MPO prepared this report with funding from the U.S. Department of Transportation's Federal Highway Administration and Federal Transit Administration, and in part through local matching funds of the Ames Area MPO member governments. These contents are the responsibility of the Ames Area MPO. The U.S. government and its agencies assume no liability for the contents of this report or for the use of its contents. The Ames Area MPO approved this document on **May XX** 2018. Please call (515) 239.5160 to obtain permission to use.

DRAFT

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Introduction

The Fiscal Year 2018 Transportation Planning Work Program (FY 2018 TPWP) is the work plan for the fiscal year beginning July 1, 2017 and ending June 30, 2018. The TPWP is a requirement of 23 CFR 450.308(b) for metropolitan planning organizations to develop a document identifying work proposed for the next one-year period by major activity and task. The document should be in enough detail to indicate who will perform the planning activity, the schedule for completing the activity, what products should result from each activity, funding for each activity as well as a total program budget.

Area Background

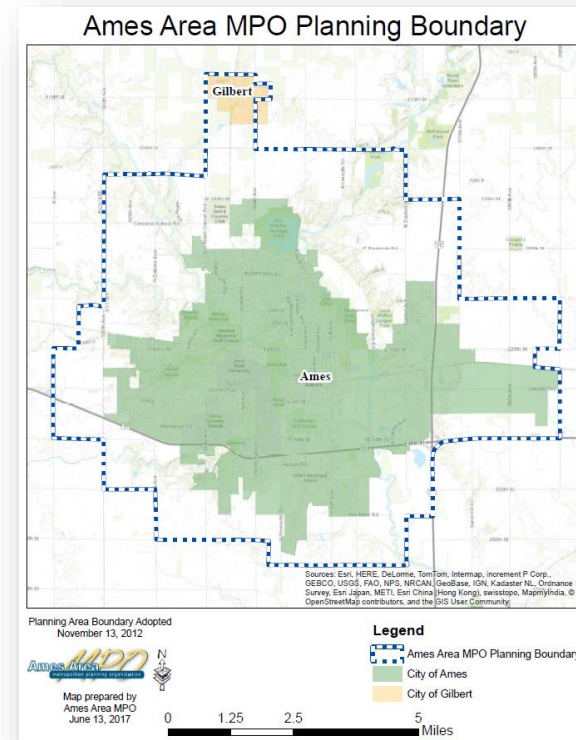
The Ames Area MPO was officially designated the MPO of the Ames urbanized area by the Governor of Iowa in March 2003. This designation was the result of the Ames urbanized area having a population of greater than 50,000 in the 2000 census. As a result of the 2010 Census, the urbanized areas of Ames and Gilbert were combined into one urbanized area, therefore requiring the Metropolitan Planning Area to be expanded to encompass this area in its entirety. The Ames Area MPO approved the current Metropolitan Planning Area boundary on November 13, 2012. The City of Gilbert and Iowa State University were added to the Transportation Policy Committee on March 26, 2013.

Definition of Area

Ames is located in central Iowa and is served by Interstate 35, U.S. Highway 30, and U.S. Highway 69. Surface transportation needs are met through over 248 centerline miles of streets. The community has a very progressive transit system, CyRide, which carries over six million bus passengers per year.

While the majority of transit users have Iowa State University ties, CyRide serves the entire Ames community.

The Ames Area MPO area includes the Ames Municipal Airport, which serves general aviation needs for business, industry, and recreation users. On average 119 aircraft operations occur per day at the Ames Municipal Airport. Railroad provides freight service to the area by dual east-west mainline tracks and a northern agricultural spur.



Regional Planning Principles

Planning Priorities

The FY2019 TPWP addresses the planning goals of the Ames Area MPO, which are:

- Provide a connected transportation system that offers efficient and reliable mobility options for all modes of travel.
- Provide a safe transportation system.
- Consider and mitigate the impacts of the transportation system on the natural and built environment.
- Provide an accessible transportation system which fits within the context of its surroundings and preserves community character.
- Provide a transportation system that supports the regional economy and efficiently moves goods.
- Maintain transportation infrastructure in a state-of-good-repair.

The Federal Highway Administration and the Federal Transit Administration in a memorandum to Metropolitan Planning Organizations, dated March 18, 2015, jointly issued Planning and Emphasis Areas (PEAs). The PEAs are topical areas in planning that FHWA and FTA want to emphasize as MPOs develop work tasks associated with PEAs in the Transportation Planning Work Program. The 2016 PEAs include:

1. **FAST Act Implementation:** Transition to performance-based planning and programming.
2. **Regional Models of Cooperation:** Ensure regional approach to transportation planning by promoting cooperation and coordination across transit agency, MPO, and State boundaries.

3. **Ladders of Opportunity:** Access to essential services.

To address these priorities and challenges in the FY 2019 Transportation Planning Work Program, the Ames Area MPO will conduct the following activities to address these areas of emphasis:

- **FY 2019 – 2022 Transportation Improvement Program (Task 2)** – Develop a short-range transportation document in accordance with the Public Participation Process to address transportation programming using principals from the Ames Mobility 2040 LRTP and incorporating performance based planning through implementation of performance measures
- **Development of Performance Measures into Planning Processes (Task 1)** – Transition MPO planning activities to using performance measures to implement FAST Act
- **Partnering with local organizations and host additional coordination meetings (Task 1)** – Ensuring a regional approach to our transportation planning activities.
- **Passenger Transportation Plan (PTP) (Task 4)** – Develop the 2020-2024 PTP to address access to essential services within the Ames region.

The following documents are developed, updated, or maintained by the Ames Area MPO:

- Transportation Planning Work Program
- Transportation Improvement Program
- Public Participation Plan
- Long Range Transportation Plan
- Passenger Transportation Plan

Performance-based Planning and Programming

Performance based planning and performance management became a focus for State and regional transportation planning with the signing of the 2012 surface transportation bill Moving Ahead for Progress in the 21st Century (MAP-21). This bill included requirements for performance based planning and performance management and set seven national goals. The Ames Area MPO must establish and use a performance-based approach to transportation decision making to support the national goals.

Key Terms:

- Goal: a broad statement the describes a desired end state
- Objective: a specific, measurable statement that supports achievement of a goal
- Performance Measures: metric used to assess progress towards meeting an objective
- Target: specific level of performance that is desired to be achieved within a certain timeframe

Safety

The safety measures are:

1. Number of Fatalities
2. Rate of Fatalities per 100 million VMT
3. Number of Serious Injuries
4. Rate of Serious Injuries per 100 million VMT
5. Number of Non-Motorized Fatalities and Non-motorized Serious Injuries

Rather than setting its own 2014-2018 safety targets, the Ames Area MPO has chosen to support the Iowa Department of Transportation safety targets as published in the Iowa Highway Safety Improvement Program 2017 Annual Report. The MPO supports those targets by reviewing and programming all Highway Safety Improvement Program (HSIP) projects within the MPO boundary that are included in the Iowa DOT Transportation Improvement Program. Any Iowa DOT sponsored HSIP projects within the MPO area were selected based on safety performance measures and were approved by the Iowa Transportation Commission. The Iowa DOT conferred with numerous stakeholder groups, including the Ames Area MPO, as part of its target setting process. Working in partnership with local agencies, Iowa DOT safety investments were identified and programmed which will construct effective countermeasures to reduce traffic fatalities and serious injuries. Iowa DOT projects chosen for HSIP investment are based on crash history, roadway characteristics, and the existence of infrastructure countermeasures that can address the types of crashes present. The Iowa DOT continues to utilize a systemic safety improvement process rather than relying on “hot spot” safety improvements.

Pavement, Bridge, System Performance, Freight

The pavement and bridge measures are:

1. Percent of Interstate pavements in Good condition
2. Percent of Interstate pavements in Poor condition
3. Percent of non-Interstate NHS pavements in Good Condition
4. Percent of non-Interstate NHS pavements in Poor condition
5. Percent of NHS bridges classified as in Good condition
6. Percent of NHS bridges classified as in Poor condition

The system performance and freight measures are:

1. Percent of person-miles traveled on the Interstate that are reliable
2. Percent of person-miles traveled on the non-Interstate NHS that are reliable
3. Truck Travel Time Reliability Index

Transit Asset Management

The transit asset management measures are:

1. Equipment: Percent of non-revenue vehicles met or exceeded Useful Life Benchmark
2. Rolling Stock: Percentage of revenue vehicles met or exceeded Useful Life Benchmark
3. Facilities: Percentage of assets with condition rating below 3.0 on FTA TERM scale
4. Infrastructure: Not applicable.

In May 2017, the Ames Area MPO adopted transit asset management measures. The infrastructure performance measure element which FTA requires is limited to rail fixed guideway assets of which there is not any rail passenger with Ames. The first Transit Asset Management Plan is due in

October 2018. With the adoption of this plan, performance measure elements will be included in regional transportation planning documents.

Performance Management Agreement

The Iowa DOT and Ames Area Metropolitan Planning Organization (MPO) agree to the following provisions. The communication outlined in these provisions between the MPO and Iowa DOT will generally be through the statewide planning coordinator in the Office of Systems Planning.

1) Transportation performance data

- a) The Iowa DOT will provide MPOs with the statewide performance data used in developing statewide targets, and, when applicable, will also provide MPOs with subsets of the statewide data, based on their planning area boundaries.
- b) If MPOs choose to develop their own target for any measure, they will provide the Iowa DOT with any supplemental data they utilize in the target-setting process.

2) Selection of performance targets

- a) The Iowa DOT will develop draft statewide performance targets for FHWA measures in coordination with MPOs. Coordination may include in-person meetings, web meetings, conference calls, and/or email communication. MPOs shall be given an opportunity to provide comments on statewide targets and methodology before final statewide targets are adopted.
- b) If an MPO chooses to adopt their own target for any measures, they will develop draft MPO performance targets in coordination with the Iowa DOT. Coordination methods will be at the discretion of the MPO, but the Iowa DOT shall be provided an

opportunity to provide comments on draft MPO performance targets and methodology prior to final approval.

3) Reporting of performance targets

- a) Iowa DOT performance targets will be reported to FHWA and FTA, as applicable. MPOs will be notified when Iowa DOT has reported final statewide targets.
- b) MPO performance targets will be reported to the Iowa DOT.
 - i) For each target, the MPO will provide the following information no later than 180 days after the date the Iowa DOT or relevant provider of public transportation establishes performance targets, or the date specified by federal code.
 - (1) A determination of whether the MPO is 1) agreeing to plan and program projects so that they contribute toward the accomplishment of the Iowa DOT or relevant provider of public transportation performance target, or 2) setting a quantifiable target for that performance measure for the MPO's planning area.
 - (2) If a quantifiable target is set for the MPO planning area, the MPO will provide any supplemental data used in determining any such target.
 - (3) Documentation of the MPO's target or support of the statewide or relevant public transportation provider target will be provided in the form of a resolution or meeting minutes.
- c) The Iowa DOT will include information outlined in 23 CFR 450.216 (f) in any statewide transportation plan amended or adopted after May 27, 2018, and information outlined in 23 CFR 450.218 (q) in any

statewide transportation improvement program amended or adopted after May 27, 2018.

- d) MPOs will include information outlined in 23 CFR 450.324 (f) (3-4) in any metropolitan transportation plan amended or adopted after May 27, 2018, and information outlined in 23 CFR 450.326 (d) in any transportation improvement program amended or adopted after May 27, 2018.
 - e) Reporting of targets and performance by the Iowa DOT and MPOs shall conform to 23 CFR 490, 49 CFR 625, and 49 CFR 673.
- 4) Reporting of performance to be used in tracking progress toward attainment of critical outcomes for the region of the MPO**
- a) The Iowa DOT will provide MPOs with the statewide performance data used in developing statewide targets, and, when applicable, will also provide MPOs with subsets of the statewide data, based on their planning area boundaries.
- 5) The collection of data for the State asset management plans for the NHS**
- a) The Iowa DOT will be responsible for collecting bridge and pavement condition data for the State asset management plan for the NHS.

Air Quality

The Clean Air Act requires the United States Environmental Protection Agency to set limits on how much of a particular pollutant can be in the air anywhere in the United States. National Ambient Air Quality Standards are the pollutant limits set by the Environmental Protection Agency; they define the allowable concentration of pollution in the air for six different pollutants:

- Carbon Monoxide
- Lead
- Nitrogen Dioxide
- Particulate Matter
- Ozone
- Sulfur Dioxide

The Clean Air Act specifies how areas within the country are designated as either “attainment” or “non-attainment” of an air quality standard, and provides Environmental Protection Agency the authority to define the boundaries of nonattainment areas. For areas designated as non-attainment for one or more National Ambient Air Quality Standards, the Clean Air Act defines a specific timetable to attain the standard and requires that non-attainment areas demonstrate reasonable and steady progress in reducing air pollution emissions until such time that an area can demonstrate attainment. Each state must develop and submit a State Implementation Plan that addresses each pollutant for which it fails to meet the National Ambient Air Quality Standards. Individual state air quality agencies are responsible for defining the overall regional plan to reduce air pollution emissions to levels that will enable attainment and maintenance of the National Ambient Air Quality Standards. This strategy is articulated through the State Implementation Plan.

Regions which do not meet air quality standards are required to develop transportation plans in conformance with the State Implementation Plan (SIP), including more frequent updates to plans such the Long Range Transportation Plan.

The Ames Area MPO does not exceed the National Ambient Air Quality Standards and is considered an attainment area. The Ames area is therefore not subject to air quality conformity requirements, updating the Long Range Transportation Plan every five years. However, the Ames Area MPO will perform activities to monitor and promote air quality issues in the region. The State of Iowa provides grant opportunities through the Iowa Clean Air Attainment Program (ICAAP) to promote air quality in Iowa’s transportation system.

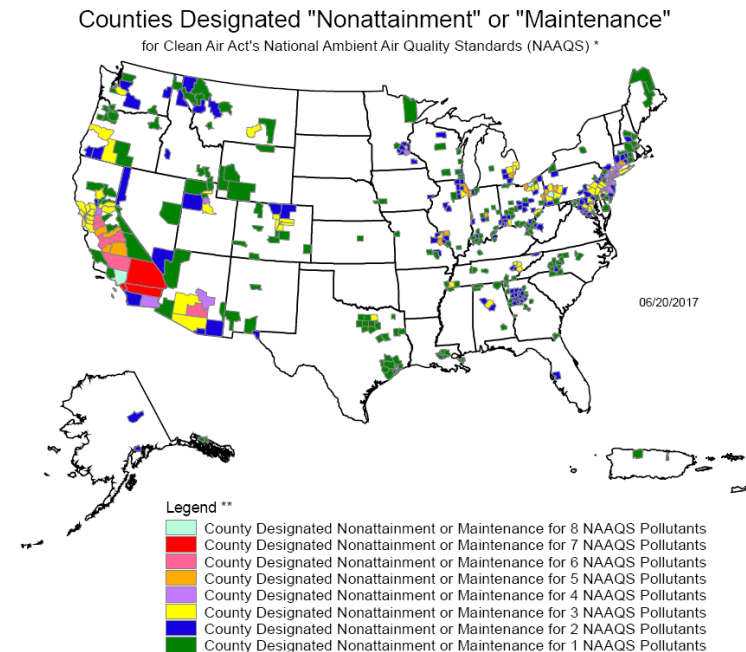


Figure 1 U.S. EPA Green Book

TPWP Development

The FY 2018 Transportation Planning Work Program was developed by input from the Ames Area MPO staff, members of the Transportation Technical Committee, the general public, and the Transportation Policy Committee. The following milestones describe the process in which the Transportation Planning Work Program was developed.

- **March 8, 2018 – Transportation Technical Committee**

The Transportation Technical Committee reviewed the draft FY 2019 Transportation Planning Work Program and made final recommendations.

- **March 9 – March 23, 2017 – Public Input Period**

A public comment period was open for the draft FY 2019 Transportation Planning Work Program from March 9 through May 11. On March 9, MPO staff hosted a public input session to introduce the document to the general public. The draft plan was also made available on the Ames Area MPO website (www.aampmo.org). Comments could be submitted via online form, e-mail, mail, and by phone.

- **March 27, 2018 – Transportation Policy Committee Meeting**

The Transportation Policy Committee approved the draft FY 2019 Transportation Planning Work Program and set a date, May 27, 2018, for a public hearing to consider and adopt the FY 2019 program.

- **April 2018 – Review from DOT Partners**

In April, the draft FY 2019 Transportation Planning Work Program was submitted to Federal and State partners for compliance review and comments.

- **May 22, 2018 – Transportation Policy Committee Hearing**

The Transportation Policy Committee held a public hearing to consider adoption of the FY 2019 Transportation Planning Work Program with opportunities from the public to respond and present to the committee. [REDACTED] from the public submitted comments at the public hearing.

Private Sector Involvement

Consultants will be used to perform the following subtasks:

- Long Range Transportation Plan update (Task 6) task will include hiring of consultant services to prepare various elements of the long range transportation plan update with 2045 planning horizon year. The LRTP update will span three years into the FY 2021 TPWP.

Organization of the Ames Area MPO

The Ames Area MPO provides continuity of various transportation planning and improvement efforts throughout the Ames urban area. The City of Ames serves as the fiscal agent for the Ames Area MPO. The Ames Area MPO consists primarily of two standing committees: The Transportation Policy Committee and the Transportation Technical Committee.

Transportation Policy Committee

Voting membership on the Ames Area MPO Transportation Policy Committee is open to any county or city government located, wholly or partially, in the designated Metropolitan Planning Area. Currently the Ames Area MPO membership includes: City of Ames, City of Gilbert, CyRide, Boone County, and Story County. The Iowa Department of Transportation, the Federal Highway Administration, the Federal Transit Administration, and Iowa State University serve as advisory, non-voting, representatives.

Transportation Policy Committee Membership		
<i>Representing</i>	<i>Name</i>	<i>Title</i>
City of Ames †	John Haila	Mayor
City of Ames	Bronwyn Beatty-Hansen	Council Member
City of Ames	Gloria Betcher	Council Member
City of Ames	Amber Corrieri	Council Member
City of Ames	Tim Gartin	Council Member
City of Ames	David Martin	Council Member
City of Ames	Chris Nelson	Council Member
Boone County	Bill Zinnel	Board of Supervisors
Story County	Lauris Olson	Board of Supervisors
Ames Transit Agency	Steven Valentino	CyRide Board Member
City of Gilbert	Jonathan Popp	Mayor
Iowa Dept. of Transportation ‡	Garrett Pedersen	District Transportation Planner
Federal Highway Administration ‡	Darla Hugaboom	Iowa Division
Federal Transit Administration ‡	Daniel Nguyen	Region 7
Iowa State University ‡	Cathy Brown	Campus Planning Assistant Director

† Chair

‡ Advisory, Non-Voting Member

Transportation Technical Committee

The Transportation Technical Committee consists of technical personnel from various agencies involved in transportation issues within the planning area. The Transportation Technical Committee formulates the procedural details of the Transportation Planning Work Program. The committee reviews and monitors the output of various MPO activities identified in the work program and makes recommendations to the policy committee. The committee is also responsible for assisting in developing the short and long-range transportation plans. The Iowa Department of Transportation, the Federal Highway Administration, and the Federal Transit Administration serve as advisory, non-voting, representatives.

Transportation Technical Committee Membership		
<i>Representing</i>	<i>Name</i>	<i>Title</i>
City of Ames †	Tracy Warner	Municipal Engineer
City of Ames ††	Damion Pregitzer	Traffic Engineer
City of Ames	Justin Clausen	Operations Manager
City of Ames	Kelly Diekmann	Director of Planning & Housing
City of Ames	Charlie Kuester	Planner
CyRide	Sheri Kyras	Transit Director
Iowa State University	Cathy Brown	Campus Planning Assistant Director
Boone County	Scott Kruse	County Engineer
Story County	Darren Moon	County Engineer
Ames Community School Dist.	Gerry Peters	Facilities Director
Ames Economic Development Commission	Drew Kamp	Government Relations Director
Iowa Dept. of Transportation ‡	Phil Mescher	District Trans. Planner
Federal Highway Administration ‡	Darla Hugaboom	Iowa Division
Federal Transit Administration ‡	Daniel Nguyen	Region 7

† Chair

†† Vice-Chair

‡ Advisory, Non-Voting Member

Work Elements

Task 1 – Administration and Support

Objective:

To initiate and properly manage the “3-C” planning process, ensuring that it is continuous, cooperative, and comprehensive, and in compliance with applicable State and Federal laws and regulations.

Previous Work:

- Administer the FY 2018 Transportation Planning Work Program
- Develop and approve the FY 2019 Transportation Planning Work Program
- Complete annual Self Certification
- Attend Iowa DOT quarterly MPO meetings
- Quarterly submittals for planning funding reimbursement
- Filing and reporting routine items required by the Iowa Department of Transportation, Federal Transit Administration, and Federal Highway Administration
- Conducted six Transportation Policy Committee meetings on: July 11, 2017; September 26, 2017; December 12, 2017; January 9, 2018; March 27, 2018; and May 22, 2018.
- Conducted three Transportation Technical Committee meetings on: September 7, 2017; March 8, 2018; and May 17, 2018.
- Conducted two public meeting on March 9, 2018 and May 18, 2018.
- Published MPO related messages on social media
 - Facebook: facebook.com/cityofames
 - Twitter: @cityofames

- Updated meeting agendas, minutes, and materials on the MPO website: www.aampo.org

Description:

This task includes all administrative tasks which support activities of the MPO including the following: prepare and submit required documents to maintain the continuity and credibility of the planning process. Sponsor and conduct meetings and provide support to policy and technical committees. Prepare budgets, maintain financial records, and ensure monies are spent appropriately. Coordinate activities with participating agencies and other public and private interests.

Purchase/lease supplies, computer equipment and other equipment necessary to carry out planning efforts. Maintain software and purchase necessary upgrades when beneficial to the MPO.

Task also includes conducting informational meetings, as well as public hearings, to obtain public input and feedback on ongoing activities. The Public Participation Plan, along with other pertinent documents maintained and developed by the Ames Area MPO are posted online at www.aampo.org. The Public Participation Plan will be evaluated for modifications to evolve with communication preferences as warranted.

The MPO staff will participate in conferences, seminars, meetings, and other training opportunities to remain familiar with the latest regulations and techniques related to the transportation planning field as provided by the Federal Transit Administration, Federal Highway Administration, American Planning Association, Environmental Protection Agency, Iowa Department of Transportation, peer transportation planning organizations, and other agencies and professional organizations.

FY 2019 Products:

- Maintain records and files in accordance with retention requirements
- Complete reports, surveys, and other materials as requested by Federal, State, or other governmental agency
- Carry out Annual Certification and all matters required of the certification
- Develop 2018 Title VI Report for Iowa DOT
- Update Public Participation Plan
- Administration of Transportation Planning Work Program
 - Implementation and maintenance of the FY 2018 Transportation Planning Work Program
 - Creation and implementation of the FY 2019 Transportation Planning Work Program
 - Administration of reimbursements, filings, and reports as required to carry out activities of the Transportation Planning Work Program
- Monitor, coordinate, and implement performance measures into MPO planning processes as required by Federal and State regulation
- Administer meetings of the Transportation Policy Committee and Transportation Technical Committee
- Participation in regional and state-wide coordination meetings related to transportation planning, including groups such as:
 - Central Iowa Bicycle-Pedestrian Roundtable
 - Iowa Transportation Coordination Council
 - Passenger Rail Advisory Group
 - Local organization and non-profit meetings and activities promoting transportation choice,

- safety, public health, land-use, and other complementary causes
- Continue marketing and outreach of MPO planning activities including
 - Produce content for the MPO website (www.aampo.org)
 - Advertise meetings and events in various outlets
 - Monitor outreach activities in accordance with the Public Participation Plan
- Participate and organize conferences, trainings, and coordination meetings pertinent to transportation planning hosted by Federal, State, professional organizations, or other agencies.

Schedule:

Task	Description (work product)	1 st Qtr (July – Sept.)	2 nd Qtr (Oct. – Dec.)	3 rd Qtr (Jan. – March)	4 th Qtr (April – June)
Administration and Support					
	Maintain program through processing formal amendments and administrative modifications as required	X			
	Complete the development and successfully process the adopted program	X			
	Develop Title VI Report	X			
	Update Public Participation Plan		X	X	X
	Administration of reimbursements, filings, and reports as required to carry out activities of the Transportation Planning Work Program	X	X	X	X
	Attend State and Federal workshops, meetings, or other organized events related for the proper administration of the Ames Area MPO	X	X	X	X
	Administer meetings of the Transportation Policy Committee and Transportation Technical Committee	X	X	X	X
	Updating content on the MPO website (www.aampo.org)	X	X	X	X
	Advertising meetings and events in various outlets	X	X	X	X
	Monitor outreach activities in accordance with the Public Participation Plan	X	X	X	X
	Participate and organize conferences, trainings, and coordination meetings pertinent to transportation planning hosted by Federal, State, professional organizations, or other agencies.	X	X	X	X
	Monitor, coordinate, and implement performance measures into MPO planning processes as required by Federal and State regulation	X	X	X	X

Work Element Summary:

Activity	Responsible Agency	MPO Hours	Staff	Federal Funds	Local Funds	Total
1. Administration	AAMPO	900		\$56,000	\$14,000	\$70,000

Task 2 – Transportation Improvement Program

Objective:

Develop and maintain a regional program of near-term projects that are consistent with the Ames Area MPO long range transportation plan.

Previous Work:

- Ames Area MPO FY 2017 – 2020 Transportation Improvement Program
 - Development and adoption of the FY 2017 – 2020 Transportation Improvement Program
 - Processed required amendments and administrative modifications in accordance with outline procedures
- Ames Area MPO FY 2018 – 2021 Transportation Improvement Program
 - Prepare resolutions supporting regional Iowa Clean Air Attainment Program (ICAAP) grant applications
 - Solicit and select list of local “Surface Transportation Block Grant” program (STBG) projects for funding
 - Develop draft program document for committee review and public participation process

Description:

The Ames Area MPO is responsible for developing the funding program of transportation projects which use Federal funds or are regionally significant. The MPO carries out a process for soliciting regional projects for the Surface Transportation Block Grant (STBG) and Transportation Alternatives program (TA).

The MPO also reviews regional projects seeking Iowa Clean Air Attainment Program (ICAAP) funds.

Projects which are awarded Federal funding or are regionally significant are included in the Transportation Improvement Program (TIP). The TIP is developed in coordination with local governments, the State of Iowa, and transit operators. Consistent with the Public Participation Plan, opportunities for public review and comments will be provided for all Transportation Policy Committee actions on the TIP. Coordination with the Iowa DOT Statewide Transportation Improvement Program (STIP) will also be undertaken.

FY 2019 Products:

- Ames Area MPO FY 2018 – 2021 Transportation Improvement Program
 - Maintain program through processing formal amendments and administrative modifications as required
- Ames Area MPO FY 2019 – 2022 Transportation Improvement Program
 - Complete the development and successfully process the adopted program
 - Maintain program through processing formal amendments and administrative modifications as required
- Ames Area MPO FY 2020 – 2023 Transportation Improvement Program
 - Prepare resolutions supporting regional Iowa Clean Air Attainment Program (ICAAP) grant applications
 - Solicit and prioritize list of local "Transportation Alternatives" (TA) projects for funding

Ames Area MPO
FY 2019 Transportation Planning Work Program

- Solicit and select list of local “Surface Transportation Block Grant” program (STBG) projects for funding
- Develop draft program document for committee review and public participation process

Schedule:

Task	Description (work product)	1 st Qtr (July – Sept.)	2 nd Qtr (Oct. – Dec.)	3 rd Qtr (Jan. – March)	4 th Qtr (April – June)
Transportation Improvement Program					
<u>Ames Area MPO FY 2017 – 2020 Transportation Improvement Program</u>					
	Maintain program through processing formal amendments and administrative modifications as required	X			
<u>Ames Area MPO FY 2018 – 2021 Transportation Improvement Program</u>					
	Complete the development and successfully process the adopted program	X			
	Maintain program through processing formal amendments and administrative modifications as required		X	X	X
<u>Ames Area MPO FY 2019 – 2022 Transportation Improvement Program</u>					
	Prepare resolutions supporting regional Iowa Clean Air Attainment Program (ICAAP) grant applications	X			
	Solicit and prioritize list of local "Transportation Alternatives" (TA) projects for funding			X	X
	Solicit and select list of local “Surface Transportation Block Grant” program (STBG) projects for funding			X	X
	Develop draft program document for committee review and public participation process				X

Work Element Summary:

Activity	Responsible Agency	MPO Hours	Staff	Federal Funds	Local Funds	Total
2. TIP	AAMPO	190		\$12,000	\$3,000	\$15,000

Task 3 – Comprehensive Planning

Objective:

Integrate transportation planning and land use planning for Ames Area MPO member jurisdictions.

Previous Work:

- Attend and co-host the Central Iowa Bicycle-Pedestrian Roundtable meetings and Planning & Evaluation Subcommittee meetings to develop:
- Regional trail gap map and prioritization
- Regional bike count methodology and report
- Foster regional collaboration on bicycle and pedestrian projects connecting the Ames regional with Central Iowa
- Attend Midwest Transportation Model user Group quarterly meetings
- Attend Iowa Transportation Coordination Council meeting
- Performed model analysis for potential development scenarios
- Developed inventory of bike racks (bike parking) locations

Description:

Participate in regional activities which enhance the transportation network including data collection, collaboration with local transportation activities, technical assistance for member agencies, and other activities promoting a comprehensive approach.

FY 2019 Products:

- Prepare updates to the Safe Routes to School map as necessary in coordination with the Ames Community School District
- Provide technical assistance to local cities in incorporating regional transportation planning goals and objectives into comprehensive, sub-area, capital improvement, and other local plans
- Perform data collection and GIS data maintenance of community assets used in transportation planning analysis, including traffic and trail count data
- Maintain travel demand model including trip generation, trip distribution, trip assignment, calibration, and validation
- Develop travel demand model following the ISMS (Iowa Standardized Model Structure) architecture.
- Traffic signal synchronization review
- Development of pavement management system
- Development of Ames Comprehensive Plan growth scenarios
- Analyze potential alternative funding sources
- Maintain and update the Regional ITS Architecture as necessary

Schedule:

Task	Description (work product)	1 st Qtr (July – Sept.)	2 nd Qtr (Oct. – Dec.)	3 rd Qtr (Jan. – March)	4 th Qtr (April – June)
Comprehensive Planning					
	Participation in regional and state-wide coordination meetings related to transportation planning	X	X	X	X
	Prepare updates to the Safe Routes to School map as necessary in coordination with the Ames Community School District	X	X	X	X
	Provide technical assistance to local cities in incorporating regional transportation planning goals and objectives into comprehensive, sub-area, capital improvement, and other local plans	X	X	X	X
	Perform data collection and GIS data maintenance of community assets used in transportation planning analysis, including traffic and trail count data	X	X	X	X
	Traffic signal synchronization review	X	X	X	X
	Development of pavement management system	X	X	X	X
	Development of Ames Comprehensive Plan growth scenarios		X	X	X
	Analyze potential alternative funding sources	X	X	X	X
	Maintain and update the Regional ITS Architecture	X	X	X	X

Work Element Summary:

Activity	Responsible Agency	MPO Hours	Staff	Federal Funds	Local Funds	Total
3. Comprehensive Planning	AAMPO	1,100		\$40,000	\$10,000	\$50,000

Task 4 – Transit Planning

Objective:

Enhance a coordinated, accessible, and efficient transit system.

Previous Work:

- Human service/transportation provider coordination meetings and plan updates
- System Redesign Planning
- Equal Employment Opportunity (EEO) Program update
- Disadvantage Business Enterprise (DBE) Program update and reports
- Title VI Program Update
- Ames Alternative Analysis Study
- Transit Asset Management Performance Measures
- MPO Planning Agreement development

Description:

Planning efforts will reflect prioritization of the following areas:

- Incorporating safety and security in transit (transportation) planning
- Transit Asset Management planning
- Participation of transit operators in metropolitan and statewide planning
- Coordination of non-emergency human service transportation
- Planning for transit system management and operation to increase ridership
- Make transit capital investment decisions through effective system planning

This item involves transit planning issues related to land use and development issues, ridership surveys and analyses, plans to manage transit agency in accordance to the Federal Transit Administration guidelines, and the study of student and commuter service. Meetings will be held to facilitate the locally developed coordinated public transit/human-services transportation plan to improve transportation services for the low-income, aging and disabled populations within the community. Efforts will concentrate on improving operating efficiencies of current services and eliminating gaps where and when transportation is not available. The Transportation Planner may conduct various planning and ridership studies throughout the year.

FY 2019 Products:

- Various transit plans, administration and audits of the following programs requiring annual certifications by the transit agency:
 - a) Equal Employment Opportunity Program (EEO)

- b) Title VI Program
- c) Limited English Proficiency (LEP),
- d) Disadvantaged Business Enterprise (DBE)
- e) Transit Asset Management Plan
- f) Safety/Security Plan
- g) Federal Audits/Reviews
- Develop 2020-2024 Ames Area MPO Passenger Transportation Plan (PTP)

- Capital/Financial planning to analyze fleet and facility needs for five-year period
- Transit Service Planning for current/new services
- Long-term facility expansion studies
- Bus stop amenities planning
- System-wide performance measures

Schedule

Task	Description (work product)	1 st Qtr (July – Sept.)	2 nd Qtr (Oct. – Dec.)	3 rd Qtr (Jan. – March)	4 th Qtr (April – June)
Transit Planning					
	Administration and audits of various transit plans: EEO, Title VI, LEP, DBE, Transit Asset Management Plan, Safety Plan	X	X	X	X
	Develop full PTP	X	X	X	X
	Capital/Financial planning to analyze fleet and facility needs for 5 year period	X	X	X	X
	Transit Service Planning	X	X	X	X
	Facility expansion studies	X	X	X	X
	Bus stop amenities	X	X	X	X
	System-wide performance measures	X	X	X	X

Work Element Summary:

Activity	Responsible Agency	MPO Staff	Hours	Federal Funds	Local Funds	Total
4. Transit Planning	AAMPO CyRide	/	900	\$34,356	\$8,589	\$42,945

Task 5 – Special Studies

Objective:

To further the goals and objectives of the transportation planning process through special studies undertaken by MPO staff or consultants in support of existing or projected local needs.

No special studies are programmed for Fiscal Year 2019.

Task 6 – Long Range Transportation Planning

Objective:

Provide framework for orderly, efficient growth of an integrated, multi-modal transportation network.

Previous Work:

- Evaluation of potential schedule for next Long Range Transportation Plan update
- Update the LRTP as necessary to ensure compliance with transportation planning requirements.
- Develop tools and documents to support the implementation of long range transportation projects into local and regional plans
- Perform model analysis related to long range transportation projects and potential impacts on the regional network
- Prepare preliminary schedule of activities for the 2020 LRTP Update

Description:

The 2040 Long Range Transportation Plan (titled: Ames Mobility 2040) became effective October 2015. To support activities of the Long Range Transportation Plan, the MPO will continue to monitor and update the plan as necessary. Both in support of the current plan and in anticipation of the update, plan elements will be monitored and data updated related to the transportation network, transportation activities, and modeling data.

By October 2020, the Ames Area MPO will be required to adopt an updated Long Range Transportation Plan. In this fiscal year, the MPO will begin considerable efforts to develop the planning process and early plan elements. The updated LRTP will extend

the planning horizon year to 2045 and have significant updates to comply with FAST-Act performance based planning requirements. The LRTP update anticipates private consultant participation to complete elements of the plan update.

FY 2019 Products:

- Ames Mobility 2040 Long Range Transportation Plan
 - Update the LRTP as necessary to ensure compliance with transportation planning requirements.
 - Develop tools and documents to support the implementation of long range transportation projects into local and regional plans
- 2045 LRTP
 - Solicit request for consultant to prepare the 2045 LRTP update
 - Implement contract(s) for consultant services
 - Coordinate planning effort with area stakeholders and agencies
 - Develop draft LRTP chapters for; Streets and Highways, Airports, Bike and Ped, Rail, Transit
 - Develop projects
 - Develop draft of Chapters 1 & 2 for review

Schedule:

Task	Description (work product)	1 st Qtr (July – Sept.)	2 nd Qtr (Oct. – Dec.)	3 rd Qtr (Jan. – March)	4 th Qtr (April – June)
Long Range Transportation Plan					
	Update LRTP as necessary to ensure compliance with transportation planning requirements.	X	X	X	X
	Develop tools and documents to support the implementation of long range transportation projects into local and regional plans	X	X	X	X
	Solicit request for consultant services and select team	X	X	X	
	Data collection			X	
	Existing condition reports			X	X

Work Element Summary:

Activity	Responsible Agency	Staff Hours	Federal Funds	Local Funds	Total
6 LRTP Update	AAMPO				
MPO Staff		325	\$30,000	\$7,500	\$37,500
Hired Consultant		500	\$140,000	\$35,000	\$175,000

FY 2019 Budget and Funding Sources

Budget Summary

Activity/Work Element	Total Cost	Total Local Match	Federal Funds						
			Total Federal Amount	FTA 5305d New	FTA 5305d C/O	FHWA STP New	FHWA STP C/O	FHWA PL New	FHWA PL C/O
1 - Admin	\$ 70,000	\$ 14,000	\$ 56,000	\$ -	\$ -	\$ 17,647	\$ -	\$ 19,647	\$ 19,166
2 - TIP	\$ 15,000	\$ 3,000	\$ 12,000	\$ -	\$ -	\$ 3,683	\$ -	\$ 4,210	\$ 4,107
3 - Comp	\$ 50,000	\$ 10,000	\$ 40,000	\$ -	\$ -	\$ 12,276	\$ -	\$ 14,034	\$ 13,690
4 - Transit	\$ 42,945	\$ 8,589	\$ 34,356	\$ 33,167	\$ 1,189	\$ -	\$ -	\$ -	\$ -
5 - Special	\$	\$	\$	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
6 - LRTP	\$ 212,500	\$ 42,500	\$ 170,000	\$ -	\$ -	\$ 52,175	\$ -	\$ 59,642	\$ 58,183
Total	\$ 390,445	\$ 78,089	\$ 119,905	\$ 33,167	\$ 1,189	\$ 85,321	\$ -	\$ 97,533	\$ 95,146

Totals are rounded to the nearest dollar and summations may produce a rounding error

	FTA 5305d New	FTA 5305d C/O	FHWA STP New	FHWA STP C/O	FHWA PL New	FHWA PL C/O	TOTAL
Starting Available Balances	\$ 33,167	\$ 1,189	\$ 400,000	\$ -	\$ 97,533	\$ 95,146	\$ 627,035
Unobligated Federal Funds	\$ -	\$ -	\$ 314,679	\$ -	\$ -	\$ -	\$ 314,679

Revisions to the Transportation Planning Work Program

The work program is developed annually, however, can be amended at any time throughout the life of the document. The following section outlines the process to be used to amend the work program.

MPO Approval Process

The Ames Area MPO Transportation Policy Committee is the designated body to approve the scope and budget of the Transportation Planning Work Program. The Transportation Policy Committee will consider adopt of the original program as well as all amendments in a

Agency Approval

All work program changes require prior written Federal approval, unless waived by the awarding agency. The following table denotes the approving agency for various changes to work programs.

Revision type	Approving Agency
Request for additional Federal funding	Federal
Transfer of funds between categories, projects, functions, or activities which exceeds 10 percent of the total work program budget when the Federal share of the budget exceeds \$150,000	Federal
Revision of the scope or objectives of activities	Federal
Transferring substantive programmatic work to a third party (consultant)	Federal
Capital expenditures, including the purchasing of equipment	Federal
Transfer of funds allotted for training allowances	Federal
Transfer of funds between categories, projects, functions, or activities which do not exceed 10% of the total work program budget, or when the Federal share of the budget is less than \$150,000	Iowa Department of Transportation
Revisions related to work that does not involve Federal funding	Ames Area MPO

All necessary TPWP approvals are required to be in place prior to the commencement of activity, purchasing of equipment, or request for reimbursement. As it relates to procurement of equipment and services, there should be no notification of award, signed contract, placement of an order, or agreement with a contractor prior to receiving the necessary approval.

All revision requests should be submitted electronically to the Iowa DOT Office of Systems Planning and the agency's District Planner. Documentation for the revisions shall include the following:

- A resolution or meeting minutes showing the revision's approval
- Budget summary table with changes highlighted/noted
- Modified section(s) of the plan's work elements with changes highlighted/noted

If all necessary information is provided, the request will then be forwarded to the Federal Highway Administration and Federal Transit Administration for review and any necessary approvals. Notification by the approving agency will be in writing.

Revision requests shall, at a minimum, include:

- A resolution or meeting minutes showing the approval of the revision.
- Budget summary table with changes highlighted/noted.
- Modified section(s) of the plan's work elements with changes highlighted/noted.

Federal Revision Approval

Revisions where FHWA/FTA is the designated approving agency shall require written approval by FHWA/FTA prior to commencement of activity, purchasing of equipment, or request for reimbursement.

Iowa DOT Office of Systems Planning Revision Approval

Revisions where the Iowa DOT Office of Systems Planning is the designated approving agency shall require written approval by the Iowa DOT Office of Systems Planning prior to commencement of activity or request for reimbursement.

Ames Area MPO Revision Approval

Revisions where the MPO or RPA is the approving agency shall be approved by the Policy Board.

Cost Allocation Plan

The local match for salaries and other expenses is a part of the City of Ames Program Budget adopted by the City of Ames City Council for all personnel and associated expenses. Costs billed will be for those specified. The main source of local-match funds will come from the City of Ames Road Use Tax allocation. New FY 2017 funds have been combined with the carryover amounts for expense allocations. Carryover funds will be used first before new allocations. The Ames Area MPO does not charge indirect costs.

Appendix A: Ames Area MPO Self Certification

Appendix B: Transportation Policy Committee Meeting Minutes

MINUTES OF THE REGULAR MEETING OF THE AMES CITY COUNCIL

AMES, IOWA

MARCH 6, 2018

The Regular Meeting of the Ames City Council was called to order by Mayor John Haila at 6:00 p.m. on March 6, 2018, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law. Present were Council Members Bronwyn Beatty-Hansen, Gloria Betcher, Tim Gartin, David Martin, and Chris Nelson. *Ex officio* Member Rob Bingham was also present.. Council Member Corrieri arrived at 6:16 p.m.

Mayor Haila referenced the corrected Public Art Acquisition description of location.

CONSENT AGENDA: Moved by Beatty-Hansen, seconded by Gartin, to approve the following items on the Consent Agenda:

1. Motion approving payment of claims
2. Motion approving Special Meeting of February 20, 2018, and Regular Meeting of February 27, 2018
3. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class C Liquor & Outdoor Service – Coldwater Golf Links, 1400 S. Grand Avenue
 - b. Class E Liquor, C Beer, & B Wine – Kum & Go #227, 2108 Isaac Newton Drive
 - c. Class E Liquor, C Beer, & B Wine – Kum & Go #113, 2801 E. 13th Street
 - d. Class A Liquor & Outdoor Service – Elks Lodge #1626, 522 Douglas Avenue
4. Motion directing City Attorney to draft ordinance renaming section of Old Airport Road to Green Hills Drive
5. Requests from Greek Week Committee for Polar Bear Plunge on April 6:
 - a. Motion approving blanket Temporary Obstruction Permit for activities
 - b. RESOLUTION NO. 18-098 approving closure of portion of Sunset Drive and eastern portion of Pearson Avenue along the Greek Triangle from 10:00 a.m. to 11:00 p.m.
 - c. RESOLUTION NO. 18-099 approving suspension of parking regulations for closed area from 10:00 a.m. to 11:00 p.m.
6. Request from Greek Week Committee for Greek Week Olympics on April 7:
 - a. Motion approving blanket Temporary Obstruction Permit for activities
 - b. RESOLUTION NO. 18-100 approving closure of portions of Gray Avenue, Ash Avenue, Greeley Street, Pearson Avenue, Lynn Avenue, and Sunset Drive from 8:00 a.m. to 6:00 p.m.
 - c. RESOLUTION NO. 18-101 approving suspension of parking regulations for closed areas from 8:00 a.m. to 6:00 p.m.
7. RESOLUTION NO. 18-102 approving appointments to various boards and commissions
8. RESOLUTION NO. 18-103 adopting New and Revised Fees for Rental Housing Regulation effective July 1, 2017, through June 30, 2018
9. RESOLUTION NO. 18-104 adopting New and Revised Fees for Rental Housing Regulation effective July 1, 2018, through June 30, 2019
10. RESOLUTION NO. 18-105 approving 2018 Neighborhood Art acquisitions
11. RESOLUTION NO. 18-106 approving Encroachment Permit for awnings at 131 Main Street
12. RESOLUTION NO. 18-107 approving Surface Transportation Block Grant Program Funding Agreement with Iowa Department of Transportation for South Grand Avenue Extension in the

amount of \$3,500,000

13. RESOLUTION NO. 18-108 approving preliminary plans and specifications for Lime Pond Fencing Improvements; setting April 3, 2018, as bid due date and April 10, 2018, as date of public hearing
 14. RESOLUTION NO. 18-109 approving preliminary plans and specifications for 2017/18 Collector Street Improvements (Meadow Lane Avenue); setting April 4, 2018, as bid due date and April 10, 2018, as date of public hearing
 15. RESOLUTION NO. 18-110 approving preliminary plans and specifications for 2017/18 CDBG Public Facilities Neighborhood Infrastructure Improvements (Tripp Street - Wilmoth Avenue to State Avenue); setting March 28, 2018, as bid due date and April 10, 2018, as date of public hearing
 16. RESOLUTION NO. 18-111 approving preliminary plans and specifications for 2016/17 Concrete Pavement Improvements (Dawes Drive); setting April 4, 2018, as bid due date and April 10, 2018 as date of public hearing
 17. RESOLUTION NO. 18-112 approving preliminary plans and specifications for 2017/18 Seal Coat Street Improvements (Carr Drive, Crestwood Circle, E. 16th Street, Linden Drive); setting April 4, 2018, and April 10, 2018, as date of public hearing
 18. RESOLUTION NO. 18-113 approving contract with Storey Kenworthy of Ames, Iowa, for purchase and installation of furniture for City Hall, Water Plant, Animal Shelter, and Water Meter in the amount of \$53,702.91
 19. RESOLUTION NO. 18-114 approving contract and bond for 2017/18 Traffic Signal Program (East Lincoln Way and Dayton Avenue)
 20. RESOLUTION NO. 18-115 approving contract and bond for 2016/17 Traffic Signal Program (6th Street/Hazel Avenue)
 21. RESOLUTION NO. 18-116 approving Change Order No. 1 with Sargent & Lundy, LLC, for engineering services for Repair of RDF Storage Bin in an amount not to exceed \$19,900
 22. RESOLUTION NO. 18-117 accepting completion of 2015/16 Low-Point Drainage Improvements (Westwood Drive)
 23. RESOLUTION NO. 18-118 accepting completion of Bid No. 1 Gas Generator
- Roll Call Vote: 5-0. Resolutions/Motions declared adopted/approved unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

PUBLIC FORUM: Mayor Haila opened Public Forum. There being no one wishing to speak, the Mayor closed Public Forum.

Mayor Haila announced that Item 24 was being postponed until Council Member Corrieri was present.

HEARING ON AMENDMENTS TO FISCAL YEAR 2017/18 BUDGET: The Mayor opened the public hearing and closed it after there was no one wishing to speak.

Moved by Nelson, seconded by Betcher, to adopt RESOLUTION NO. 18-119 approving the amended budget for current Fiscal Year ending June 30, 2018.

Roll Call vote: 5-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby

made a portion of these Minutes.

HEARING ON THE ADOPTION OF FY 2018/19 BUDGET: The public hearing was opened by the Mayor. He closed the hearing after no one asked to speak.

Moved by Gartin, seconded by Betcher, to adopt RESOLUTION NO. 18-120 approving the FY 2018/19 budget.

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

HEARING ON 2018A GENERAL OBLIGATION CORPORATE PURPOSE LOAN AGREEMENTS: Mayor Haila opened the public hearing. He closed the hearing after there was no one wishing to speak.

Moved by Betcher, seconded by Beatty-Hansen, to adopt RESOLUTION NO. 18-121 approving entering into Loan Agreements in a principal amount not to exceed \$8,525,000.

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

HEARING ON ZONING TEXT AMENDMENT RELATING TO WIRELESS COMMUNICATIONS FACILITIES: The public hearing was opened by the Mayor. He closed the hearing after no one asked to speak.

Council Member Betcher stated that this is an item that must change because of State law changes. Director Diekmann confirmed that because of State law changes the City had inconsistencies with how to classify different types of wireless facilities as well as how to process them. The City must change the definitions and processes at the same time repealing the whole Ordinance and replacing it in its entirety. Some changes in the Ordinance were optional, but the major part is because of statutory changes regarding how to permit these types of facilities. This issue deals with property not in the right-of-way, but rather private property wireless facilities.

Moved by Betcher, seconded by Gartin, to pass on first reading an ordinance amending the zoning text relating to wireless communications facilities.

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

Mayor Haila noted that Item 29 was being postponed until Council Member Corrieri was present.

HEARING ON 2016/17 SHARED USE PATH SYSTEM EXPANSION (GRAND Ave. - 16th STREET TO MURRAY DRIVE): The Mayor opened the public hearing and closed after there was no one wishing to speak.

Council Member Beatty-Hansen inquired as to why the bid came in significantly lower than estimated. Municipal Engineer Tracy Warner responded that this project was out for bid sooner than

big street and highway projects and engineers were overly conservative on the cost estimate. Mayor Haila stated that there was an email expressing concern for the cost of such a small amount being done. Ms. Warner explained that this project is a higher-traffic-controlled area; there will be more driveway and curb replacement along with spot gutter repairs and a bit of landscaping that will be done. It continues with the Long-Range-Transportation Plan and other future network connections.

Moved by Beatty-Hansen, seconded by Betcher, to adopt RESOLUTION NO. 18-122 approving final plans and specifications and awarding the contract to Manatt's, Inc., of Ames, Iowa, in the amount of \$49,920.40.

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

Council Member Corrieri arrived at 6:16 p.m.

HEARING ON 2017/18 RIGHT-OF-WAY APPEARANCE ENHANCEMENTS (927 DAYTON AVENUE RETAINING WALL): Mayor Haila opened the public hearing. He closed the hearing after there was no one wishing to speak.

Moved by Betcher, seconded by Beatty-Hansen, to adopt RESOLUTION NO. 18-123 approving final plans and specifications and awarding the contract to Country Landscapes, Inc., of Ames, Iowa, in the amount of \$112,492.37.

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

OPTIONS FOR 321 STATE AVENUE RESIDENTIAL DEVELOPMENT: Planning and Housing Director Kelly Diekmann reminded Council that the about the City must start over with the process for the development of this area. Council has moved ahead with the infrastructure and use of the CDBG funds by approving the plans and specifications for Tripp Street. The time has come for further direction in order to continue to work on plans for the development of housing on the site in conjunction with the proposed 2018-19 CDBG Annual Action Plan.

Director Diekmann continued by outlining the following options:

Option 1 - Proceed with plans for development of the ten-acre site in a similar manner to the 2017 RFP that allowed for either attached or detached single-family structures. Staff would then prepare a RFP and look for a partner developer/builder. The terms would be adjusted to account for changes to the level of City subsidy and the requirement for only a minimum of 51% of the homes as affordable. The homes would be three bedroom and not exceed \$130,000.

Option 2 - Staff would contract for preparation of subdivision plans without a development partner. This would be a simplified concept of single-family detached development. The City would be responsible for preparing and finalizing the subdivision layout and then identifying homebuilders for the affordable home lots. The City would likely sell the market-rate lots to help support the affordable-home lots.

Option 3 - Construct some multi-family housing to address low-income housing needs. Rental housing would include a deed restriction limiting the use of the property to affordable housing for 20 to 30 years. Single-family homes could be a combination of market-rate and affordable homes. If the construction of multi-family units meets all of the affordable housing production requirements, there would be flexibility in the sales prices of the single-family homes. This option may be financially viable with a development partner that would use Low-Income Housing Tax Credits. The sale of single-family lots could also assist in lowering overall development costs.

Director Diekmann stated there are two different alternatives for the small apartment use to meet the affordable housing goals for the Neighborhood Revitalization Strategy (NRSA). Multi-family could be constructed on part of 321 State Avenue or it could be constructed on the Franklin Park site with the construction of a new park at the 321 State Avenue site. Both alternatives have benefits of broadening the range of low-income households that could benefit from the development of affordable housing.

Mr. Diekmann concluded that staff recommended Option 3. Multiple objectives for affordable housing and development of the 321 State Avenue site within the NRSA can be met with this option to allow for both single-family ownership homes and small scale multi-family rental homes. Before finalizing the RFP under this option, a neighborhood meeting should be held to help develop parameters for the project; staff would present the RFP, describe the City's goals, and define the City's financial resources supporting the project. Staff would seek proposals in early summer and present the best proposals for City Council's approval in late summer. If the Council prefers to focus on only single-family options, Council will need to provide direction on pursuing a new developing partner.

Council Member Betcher asked why Option 2 is only focused on a single-family detached development. Mr. Diekmann responded that it would be more likely to find a builder for a detached home, rather than an attached, who has experience building affordable housing. Staff is not a developer or builder, so it is best to keep it as simple as possible if responsible for how the development proceeds.

Council Member Carrieri inquired about if all the goals were met in the Consolidated five-year Plan and how this project fits in that Plan. Housing Coordinator Vanessa Baker-Latimer explained that the goal was based on an impediment study and the data received from HUD that stated Ames needs more affordable housing. The two greatest needs are housing for both single-family homeowners of low- and moderate-income and for renters. Once this site was purchased, it was then decided to use CDBG funds that overlap with the goals set out with HUD. The City would be able to address those two concerns in the five-year plan period. This was an opportunity to fulfill the need. It is never known when another site this size would come along and be able to address both concerns. The City has tried to accomplish the goal by purchasing single-family foreclosures, but those are few and far between. Only one duplex has been purchased to address this rental-housing concern. At the end of the five years, there will have to be evidence to show what the City has done to address those needs.

Mr. Diekmann stated, on average, the City increased the number of rental housing bedrooms by 1,000 beds per year for the last three-five years. None of these beds were deed- restricted affordable rental units. When developing affordable rental units the expectation is to stay affordable for a 30-year commitment. The guarantee of this is 20 to 30 years.

Council Member Gartin inquired about the prior lot configuration from the first developer. Director Diekmann responded that \$1.3 million of public infrastructure investment was to be in public street construction, water line construction, and sanitary sewer and storm water facilities. That yielded 37 lots (20 affordable and 17 market rate). Council Member Gartin suggested a change for smaller lot sizes to allow for an increase in density and to spread the development cost over a greater number of lots. This would provide for additional attached housing and owner-occupied housing and again increase density and spread the cost over a greater number of units. Director Diekmann stated in theory that would work, but the issue is, with more than 37 units, there will be the need for more infrastructure to be constructed so the total cost of the project will go up but the cost per-unit will either decrease slightly or stay the same. The first proposal was for over 45 homes with an estimate of \$1.9 million. There was a need to pull back to a smaller scale project to match the funding the City could contribute.

Jason Paull, 1007 Arkansas Avenue, Ames, spoke on behalf of A Mid-Iowa Organizing Strategy (AMOS) Housing Team. The position is to see integration, increase the number of units and diversity in the housing types in order to maximize this opportunity. There needs to be integration of affordable units with market rate units. The number of available units should be increased by incorporating attached housing and multi-family housing; in turn, there will be a decrease in the prices of the housing. This would create more affordable housing and diversify occupancy. The apartments that have been built in Ames in the last five years have been directed towards students at a price that a working family cannot afford.

Diane Birt, 303 Hickory Drive, Ames, stated that her family supports the position of AMOS. The project should focus on diverse homes including multi-family housing. Ms. Birt clarified the results of a survey done in the College Creek/Old Middle School Neighborhood. Many neighbors did support single-family housing, but many of those neighbors also supported other forms of housing, such as multi-family housing too. She supports Option 3.

Joanne Pfieffer, 3318 Morningside Street, Ames, presented pie graphs, which represented the results from a survey of 97 owner-occupied neighbors on what they would like done with 321 State Avenue. Seventy-eight percent responded that they were not in favor of rentals. Owner-occupied homes provide quality of life with a stable environment for children and a reliable and steady value of each home. If multi-family rentals would be developed, it would change the neighborhood dramatically. The quality of life would suffer because of noise, safety, and connectivity. Ms. Pfieffer feels it is already an unbalanced neighborhood and it needs balance. She supports owner-occupied homes. Ms. Pfieffer also recalled that the neighbors were told there would be owner-occupied homes in this area.

Linda Adams, 248 Village Drive, Ames, stated the importance of Franklin Park to the families and

children surrounding that Park. Ms. Adams added there are already many apartment buildings and low-income housing in the area. She is against Option 3.

Sharon Stuart, 437 Hilltop Road, Ames, stated that there are benefits and negatives to changing Franklin Park. Affordable housing in the area of Franklin Park puts people in close proximity to resources. LITC would be instrumental in terms of funding and management of the affordable apartments. A park being located along State Avenue would have better access for vehicles. Ms. Stuart suggested going into the neighborhood and talking with the citizens about what is needed and desired for a park in that area. The most important part of the homes being developed should be the quality, whether owner-occupied or multi-family. This is a great opportunity for Ames to be innovative.

Tony Ramey, 425 Hilltop Road, Ames, stated that he likes the amount of green space and the fact that the multi-family housing would only be two-stories high. Mr. Ramey inquired about whether the rest of the property could be all owner-occupied housing. Director Diekmann stated that the belief is that it would be single-family product. Council would decide the ownership. Mr. Ramey felt that would be a feasible option.

Director Diekman added that if the City were successful at getting a LITC project and the number of apartment units was 51% or more of the combined production of housing, Council could put in whatever type of housing wanted on 321 State Avenue for price point. The apartments alone can meet full affordable housing obligation and the rest could be any type of housing and price.

Council Member Betcher expressed concerns about the future of LITC at the State and Federal level. That could be an opportunity that won't exist if the credits are taken away. She inquired if LITC were not a part of the equation would there be a pool of developers interested simply because of the multi-family component. Director Diekmann responded that it is possible, but asking an affordable housing developer to build without subsidy could be difficult.

Council Member Beatty-Hansen stated that Council may want to try the single-developer again. She recommended that the City attempt another RFP with more incentive or think about a more creative product. She feels there should be another attempt for the single-family model.

Council Member Gartin stated Option 1 or 2 should be done because of the following: the neighborhood was told it would be owner-occupied, thousands of rental bedrooms have been built in the last five years and only a fraction of owner-occupied homes, 51% of these properties will be at 80% low-middle income so there will be an affordable housing option, multi-family units would not be low-income housing forever, this is a ten-acre piece of land in town to develop, and the feedback is overwhelming for no more apartments.

Council Member Corrieri stated that the softening of rents will never be soft enough for people of the lowest income to afford. The apartments built are directed at students, not people with disabilities, families with children, and the elderly who often fall into the low-income category. Ms. Corrieri stated that she has always supported a mixed development of owner-occupied and rental

properties, because an affordable housing development can't be built unless a rental component is included.

Council Member Nelson inquired about receiving LITC funds to renovate a project that would keep a property affordable. Director Diekmann responded that it is possible if the program guidelines have that category for funding and it is awarded to the project. Mayor Haila recapped that decisions would be based on LITC. It is difficult to attract someone to develop low-income multi-family without LITC. The availability of LITC will not be known until Congress adopts the next budget.

Council Member Martin stated that there should be another try at the previous proposal. He is leaning toward Option 1 or 2. Council should think about a RFP that would include the criteria that led to the first proposal and also encourage creativity, pocket neighborhoods, smaller homes with increased density, shared courtyards, porches, shared parking or garage facilities, shared utility, workspace etc. These ideas could attract developers who would be interested in these different possibilities.

Council Member Betcher stated her thoughts of Option 2 needing a little more flexibility. She had hoped to mix single-family with a pocket neighborhood on part of the site. She thought perhaps there would be multiple developers doing smaller pieces of the ten acres. The flexibility to have multiple developers might lead to more local involvement.

Director Diekmann explained that a Planning Residential Development (PRD) would allow for multiple zoning and allow any kind of housing. Perimeter set-backs would have to match what would be seen under a normal single-family district, but they would not have to worry about building setbacks and lot lines. There is an expectation of open-space. PRDs are not meant to gain density, but to have options on how to configure a small amount greater than normal density.

Moved by Gartin, seconded by Beatty-Hansen, to construct single-family attached and detached homes with a developer (Option 1).

Moved by Martin, seconded by Beatty-Hansen, to amend the motion to include encouragement of innovation.

Council Member Betcher asked if, with that motion, there would be one developer or several. Mr. Diekmann commented that it would be difficult with a RFP for more than one developer. Staff would come back to Council with the whole RFP.

Council Member Beatty-Hansen inquired about incorporating Council Member Martin's ideas. Director Diekmann added that the RFP was open last year to include single-family attached or detached, any lot size, or any of the forementioned items by Council Member Martin. The RFP would be a similar model to the one used last year. Council Member Corrieri asked about inquiries from developers. Mr. Diekmann responded that the proposals from developers could have been whatever they wanted. At this time, there is one developer willing to look at this land as an option for a project. Council Member Gartin expressed more constraints limit the pool of developers; too

much in the RFP might hamper bids.

Council Member Corrieri asked about timing issues. Ms. Baker-Latimer stated that moving ahead with Tripp Street was crucial. The timing will be dependent on how much that entitlement is going to be forthcoming. If the amount were to increase, something will need to continue to develop because the money must be spent down. By the time the bids are in, there should be some direction.

Vote on Amendment: 2-4. Voting aye: Martin and Beatty-Hansen. Voting nay: Betcher, Nelson, Gartin, Corrieri. Motion failed.

Vote on Original Motion: 3-3. Voting aye: Martin, Beatty-Hansen, Gartin. Voting nay: Betcher, Nelson, Corrieri. Mayor Haila voted nay to break the tie. Motion failed.

Moved by Corrieri, seconded Nelson, to construct single-family and multi-family rental development with a developer (Option 3).

Director Diekmann explained the next phase with Option 3 would be to host a meeting for the public to discuss the different scenarios that could take place. There are not definite decisions on what happens with the Park at this time. After the public meeting, the Council will need to provide direction.

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

Moved by Betcher, seconded by Beatty-Hansen, to construct single-family detached with the City as the developer (Option 2).

Council Member Martin stated that this could essentially work out to be like the development layout reminiscent of the RFP from last year. Council Member Beatty-Hansen liked the slower pace of doing a house over small amount at a time. Director Diekmann commented that there is the possibility of phasing. Also, someone would be hired to subdivide the whole property. Whether the Final Plat will install infrastructure all at once or in phases will be a separate question.

Mayor Haila inquired about why Option 2 could not include attached homes. Director Diekmann stated that staff can't build homes. When platting attached family homes, a developer will know exactly what structure building to make sure all buildings fit together. A different type of builder will be needed, someone who wants to build attached housing and an affordable product. It adds a level of complication, but can be done.

Moved by Betcher, seconded by Beatty-Hansen to approve Option 2 to include both single-family detached and attached homes, as the City as the developer.

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

Council Member Corrieri left the meeting at 7:48 p.m.

The meeting recessed at 7:48 p.m. and reconvened at 8:02 p.m.

HEARING ON ZONING TEXT AMENDMENT TO CREATE LINCOLN WAY/DOWNTOWN GATEWAY COMMERCIAL STANDARDS: Mayor Haila opened the public hearing. He closed the hearing once there was no one wishing to speak.

Director Diekmann provided background on the Lincoln Way Corridor Plan. The focus of the presentation is on the connection to Downtown, called the Gateway because it has entrances through the district into Downtown. The Corridor Plan identified redevelopment and repositioning of commercial properties in the Downtown Gateway Area to support a transition to more intense and urban development. There will be a continuation for commercial use but also the option for mixed-use. The zoning would need to be changed from Highway Oriented Commercial (HOC). The desired uses would be for restaurants, recreation, and entertainment uses. Office and retail are also important. This is an area for a unique hotel use. The previous direction was to be flexible and reach for higher-quality redevelopment. This page of the Plan is looking to add a focal element of public space or parking structure.

Mr. Diekmann stated this area would also have a different residential feel. It would promote small one-or two-bedroom units, different from the student housing. In the Zoning Ordinance, there is a cap of 25% for apartment units that can exceed two bedrooms. Additionally, the parking ratio is set up to incentivize smaller units.

Director Diekmann addressed the need for rezoning. The zoning now does not allow the vision of the Corridor Plan to allow for mixed-use to come in. It is a commercial area, but the option for housing to be added for certain sites is wanted. Goals of critical mass need larger development sites. Articulated in the Ordinance is that a redevelopment site size must be at least one acre if desiring to pursue Mixed-Use. If the business would not like to be a mixed-use the one-acre minimum does not apply. The changing of the zoning will be considerable from HOC and will create some non-conforming businesses. By moving to a pedestrian-friendly environment and focused on commercial and mixed-use, differences will be created between existing conditions.

Mr. Diekmann stated that this area is to be more commercial oriented, which will still need parking and is still a destination to drive through. There are some building design and material requirements, but there is still a lot of flexibility. A proliferation of drive-thrus is not wanted in this area, because drive-thrus are not good neighbors for walkability and residential promotion. The City is also working on managing the transportation on Lincoln Way. There can be a drive-thru on each side of Lincoln Way, but a new one can not come in until one leaves. Businesses such as vehicle service facilities will become non-conforming in this area. That means that the owners can continue to operate the business as is, but there will be limits on expansion, and if it goes away the business can not be reestablished. The goal of non-conforming is to eventually have those businesses leave the area they exist in when the zone changes. The business can be sold to someone else for the same use. The end of a non-conforming use is when it is non-existent for 12 months; that is called

“abandoned.” Many properties will be affected by the proposed zoning change, but some of the businesses are already non-conforming.

Council Member Betcher asked why give the option for another drive-thru to come into the area when trying to make it more pedestrian friendly. Mr. Diekmann responded that thought is possible, but this is also allowing for relocation. Ms. Betcher’s next question was why allow for larger apartment units when trying to target the people in the workforce. Mr. Diekmann answered that the Planning & Zoning Commission thought there should be more options than just one and two bedrooms. A cap was put in place to control the number of larger units.

Director Diekmann stated that an outreach meeting was held on Thursday, March 1. Some small business owners were concerned about changes on how it affected their existing business or how they could sell or use the property differently. Other concerns were how to rebuild on a property. Others were in favor to see how the redevelopment would go. The rezoning notice would go out to the property areas.

Council Member Martin asked about lodges or clubs were not included. Mr. Diekmann responded those are membership-based, not for general use, and there is not a regular level of activity.

Laura Cram, 203 Kellogg Avenue, Ames, stated that she is concerned about the rezoning. The new zone focuses on pedestrian traffic, which limits automotive businesses and encourages fewer parking stalls. The current zoning will still allow for development similar to the City’s vision with the exception of apartments along Lincoln Way. The majority of properties along Kellogg are zoned with Downtown zoning that allows for mixed-use Residential. The rest of the properties in the area are zoned HOC. Currently, these properties have fewer restrictions than with the new zoning. The new zoning would allow for apartments and mixed-use, but would make over 70% of the properties non-conforming whether by layout or type of business. This would decrease the value of the properties, stifle businesses from growing in current locations, and drive out owners of small businesses for more apartments. Ms. Cram does not support the proposed Ordinance.

Robert Goodwin, 311 Lincoln Way, Ames, stated that he has owned his property since 1981. The favorable parts of this building are the parking and accessibility. The change would mean off-site parking for him and his clients who could be over a block away. The proposed Ordinance would make his property non-conforming, create the inability to replace the building if damaged, and a cloud over his property. The only person who would buy the property would be the developer. Mr. Goodwin does not support the proposed Ordinance.

Timothy Grandon, 414 Lincoln Way, Ames, stated that he is concerned about the change in zoning. When a building is non-conforming it has no capability to expand for growth. This will put a cloud above the properties’ options for future sale.

Ryan Davis, 204 Clark, Ames, informed Council he has apartments above his car wash. Mr. Davis added that the vision of residential above commercial already does not work. Rezoning of the area and causing non-conformity will not help the value of the property. The offer he received was

significantly less than appraised, and he would not be able to put a down payment on another location. Mr. Davis also expressed concern about the notification process. Letters were sent to “Property Owner” at the physical address. Some businesses have a post office box and may not have received the notice. He is not in support of the proposed Ordinance.

Chuck Winkelblack, 105 South 16th Street, Ames, clarified the reasoning for larger units. Larger buildings need larger units in the corners. The concerns are the non-conformity issues as they relate to the owners that are there and the properties in the area that are for sale. Non-conformity does create financial issues for existing business and potential sales. The inability to expand or remodel can cause a problem. There is limited commercial land available in town. Many food businesses are seeing an uptick in the need for drive-thrus.

Council Member Gartin asked how to move forward with change in zoning to help current business owners. Mr. Winkelblack stated that this vision could take 20-30 years. The rezoning is not a product of the project being brought forward. A natural disaster would be cutting people off from reestablishing in their spot. He is not in favor of something that would be that restrictive. Mr. Winkelblack did state that he would like to attract working young people. He is in favor of the rezoning if there is a way to deal with the non-conformity that would not put people out of business or preclude them from further developing their properties.

Rick Thompson, 414 South Duff, Ames, is concerned with the non-conformity that would affect his property. He is concerned about the rezoning and ability for future remodel possibilities. Mr. Thompson suggested more discussion for this topic.

Council Member Betcher requested confirmation that parking spaces for existing buildings will continue to be in compliance. Director Diekmann stated if this is the existing condition. If there was complete redevelopment, that parking would not be allowed. Mr. Diekmann explained the non-conformities. Non-conforming use can’t be reinstated if abandoned, and the structure can’t be torn down and rebuilt without conforming to set-backs. He added that many of these buildings do not meet the parameters for set-backs now. Those buildings are not in the condition to be rebuilt from where they are today. Director Diekmann stated that 70% non-conforming would be a good estimate. Council Member Gartin stated that is important fact, if the business is non-conforming now, this is not something that would be taking away something they have. Mr. Diekmann explained that if a building burns down, it can be rebuilt, it just has to be done at the new standards.

Council Member Martin asked, if when making the transformation, could it be done in a more gentle way than by using non-conformity. Director Diekmann stated there is a phrase “if pre-existing,” which slightly more lenient. If the building exists the day the Ordinance was adopted, it would be considered permitted. The owner would have the right to expand and do everything as if it were an allowed use there. However, no one else could come in and do the same use. If the use were to stop for 12 months, it would be no longer considered a pre-existing building and it could not be recreated. This is used mostly in the Downtown UCRM Overlay areas. Mr. Diekmann stated that Council would pick which places to grant that latitude to; that is not to say everything pre-existing is fine, because that makes the zoning pointless. This would need to be a standard in the Ordinance or they

should not rezone properties and keep it HOC.

Council Member Betcher clarified the usage of “if pre-existing.” Director Diekmann confirmed that it could be used, but advised that it can be very difficult to administer consistently. Each unique case will cause more difficulty in implementing effectively. Not everything in the district is pre-existing. The non-conforming use is perpetuated when using the “pre-existence.”

City Manager Schainker stated that a decision should not be made tonight. Mr. Diekmann should come back with a better definition of pre-existing. An analysis on how the businesses are non-conforming is needed. This will take some time, but should not be rushed.

Council Member Gartin asked about how to guard from a business coming in under the wire for a conforming business now but would not be with the new rezoning. Mr. Diekmann stated this is a risk right now with any delay of action. City Manager Schainker stated there is the possibility of a moratorium, while thinking about guarding against new non-conforming businesses to the area. Mr. Diekmann confirmed this would be a stoppage of change. Mayor Haila stated this area is vision-driven. It can have a profound impact on the entire community. A lot of work has been done on this plane, but it warrants more discussion.

Moved by Gartin, seconded by Martin, to direct staff to come back with a draft proposal to consider for a moratorium.

Council Member Beatty-Hansen stated concern that getting the moratorium set could take the same amount of time to get all the information needed to make an informed decision. Mr. Diekmann estimated it would take two months once the decision on zoning standards is made. The moratorium would probably take until about the beginning of April.

Council Member Gartin withdrew his motion.

Moved by Gartin, seconded by Martin, to direct staff to start the process of the moratorium in the zoning area.

Council Member Beatty-Hansen expressed her concern with the timing factor. Mayor Haila stated that the moratorium doesn’t have to be implemented. Council Member Gartin added that the moratorium creates a stop gap that can have benefits for the City.

Vote on Motion: 4-0-1. Voting aye: Betcher, Martin, Beatty-Hansen, Gartin. Voting nay: None. Abstaining due to conflict of interest: Nelson.

Moved by Beatty-Hansen, seconded by Gartin to direct staff to come back with a report on the “pre-existing” concept, more information on what can and can’t be done under non-conforming, and perform an analysis of the area on what is currently non-conforming and categorize that information.

Vote on Motion: 4-0-1. Voting aye: Betcher, Martin, Beatty-Hansen, Gartin. Voting nay: None.

Abstaining due to conflict of interest: Nelson.

PROCEED WITH THE USE OF CITIZEN REPORTING APP: GIS Coordinator Ben McConville reminded Council of the application being developed as a tool for citizens to notify Public Works staff regarding infrastructure related issues. Three proposals were received and reviewed for the development, hosting, and management of the reporting app. The staff's recommendation is to utilize the services of SeeClickFix at a fixed price of \$14,948 per year for a term of five years (not a contract for five years) with no initial set-up fee, after such time the agreement may remain on a year-to-year basis with cost increases not to exceed five percent per year.

Mr. McConville stated that the recommendation is based on the availability of the mobile app in the iOS and Android app stores as a City of Ames branded application. This app has the full circle of service from taking a request to closing the request and confirmation of correction. Report items for other Departments are included at no extra charge, the agreement includes at no extra charge the ArcGIS Connector module to directly feed into the City's existing GIS, system is easily configured by City Staff, features both website and mobile app, web-based training included, set-up and implementation and ongoing app updating provided, and the work will begin shortly after the contract is approved and development is estimated to only take three to four weeks.

Council Member Martin inquired if the company has rights to the data. Mr. McConville stated that he would need to clarify that with the company. Council Member Gartin asked if complaints are public. City Attorney stated that this would be public. City Manager Schainker stated it would be important to have their name and email to communicate with the person placing the complaint.

Management Analyst Ritter noted that the application is available in five languages, but Chinese is not one of them. *Ex officio* Bingham expressed his concern that many International students are Chinese and the importance of having that available to them. Mr. McConville stated that could be discussed with vendor.

Mr. McConville stated that the reports are administered by the City. The cost would not change as long as the scope doesn't change. The internal workflow will be developed with the vendor and put into place. The administration is wanted in-house.

City Manager Schainker stated this will be started with Public Works issues and then expand into the other Departments as bugs get worked out. He added to help brand and generate some excitement for the app, the public could be involved with naming it. Mr. Schainker also reminded Council that this would no longer be going through the Web, it is an application only. Mr. McConville noted that it is hoped to be ready in the June or July timeframe.

Council Member Martin stated this has an open API where others can write applications that will interoperate with the service the City will run. Students may be able to build an application in Chinese along with a map. *Ex officio* Bingham added that it would be nice to have a way to connect to this app through the MyState application.

City Manager Schainker reminded Council that it will be easy to point out issues and send through the app, but the system doesn't allow staff to respond any quicker. The expectation will be to have an immediate response, but expectations on response will have to be tempered. Mr. McConville added that a confirmation is sent. There is continued status reporting. Mr. Schainker noted that education on what should go through this application will be needed.

Moved by Beatty-Hansen, seconded by Betcher, to approve entering into an agreement for services with SeeClickFix at \$14,948 per year for a term of five years. It was noted that, the agreement will remain on a year-to-year basis with annual increases not to exceed five percent these five years.

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

PROPOSED WATER AND SEWER RATES TO BE EFFECTIVE JULY 1, 2018: Director John Dunn gave a presentation on the proposed new water and sewer rates to be effective July 1, 2018. The presentation showed how Ames compared to the nation and to other cities in Iowa. Ames is substantially lower for rates with drinking water. It has been suggested to do more frequent and smaller rate increases. Staff's recommendation would be to draft an Ordinance to adjust water rates by three and a half percent and adjust sewer rates by three percent.

Moved by Betcher, seconded Beatty-Hansen, to approve the recommended timeline for water rate increases.

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

ORDINANCE RESTRICTING PARKING AT ALL TIMES ON NORTH SIDE OF PHOENIX STREET FROM NORTH DAKOTA AVENUE TO YUMA AVENUE: Moved by Beatty-Hansen, seconded by Betcher, to pass on second reading an ordinance restricting parking at all times on the north side of Phoenix Street from North Dakota Avenue to Yuma Avenue.

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

ORDINANCE RELATING TO CHANGES TO GARAGE AND ACCESSORY BUILDING STANDARDS: Moved by Nelson, seconded by Beatty-Hansen, to pass on second reading the changes to garage and accessory building standards.

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

ORDINANCE ADOPTING 2017 EDITION OF NATIONAL ELECTRICAL CODE WITH AMENDMENTS: Moved by Betcher, seconded by Beatty-Hansen, to pass on third reading and adopt ORDINANCE NO. 4336 approving the adoption by reference, the 2017 Edition of National Electrical Code (NEC) with one local and two State of Iowa amendments.

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

ORDINANCE ASSIGNING APPROVED ANNEXED AREA RESOLUTION NO. 17-698 TO WARD AND PRECINCT: Moved by Beatty-Hansen, seconded by Betcher, to pass on third reading and adopt ORDINANCE NO. 4337 assigning the recently approved annexed area

(Resolution No. 17-698) to Ward and Precinct.

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

DISPOSITION OF COMMUNICATIONS TO COUNCIL: Moved by Beatty-Hansen, seconded by Betcher to put a letter from Ames Convention & Visitors Bureau on an upcoming agenda.

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

Moved by Beatty-Hansen, seconded by Nelson to ask staff for a report to clarify to provide a ruling on the subdivision of 20 acres at 25498 Sand Hill Trail (Parcel 10-20-100-405).

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

COUNCIL COMMENTS: Council Member Martin encouraged citizens to express their opinions concerning the rental occupancy issue. Another workshop will be held on March 20.

Moved by Gartin, seconded by Beatty-Hansen, directed staff to reach out to the Iowa league of Cities offering assistance for the Annual Conference, which will be held in Ames.

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

Mayor Haila commented that he and Steve visited with the Iowa Legislators. Backfill will be reduced, but the amount is uncertain at this time. City Manager Schainker added that the Mayor pointed out the importance of local options sales tax. Part of the tax bill will be for the State to start collecting on internet sales.

ADJOURNMENT: Moved by Betcher, seconded by Gartin, to adjourn the meeting at 10:23 p.m.

Diane R. Voss, City Clerk

John A. Haila, Mayor

Stacy Craven, Recording Secretary

MINUTES OF THE SPECIAL MEETING OF THE AMES CITY COUNCIL

AMES, IOWA

MARCH 20, 2018

The Special Meeting of the Ames City Council was called to order by Mayor John Haila at 6:00 p.m. on the 20th day of March, 2018, in the City Council Chambers in City Hall, 515 Clark Avenue. Council Members Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, David Martin, and Chris Nelson were present. *Ex officio* Member Rob Bingham was also in attendance.

CONSENT AGENDA: Moved by Corrieri, seconded by Gartin, to approve the following items on the Consent Agenda:

1. Motion directing staff to add an Acquisition and Reuse Program in the amount of \$140,000 to the proposed 2018-19 Annual Action Plan for Community Development Block Grant (CDBG) projects, moving \$125,000 from the Homebuyer Assistance project and \$15,000 from the Public Infrastructure Improvements for State Avenue project; and directing staff to prepare the Draft 2018-19 Plan that includes the Acquisition and Reuse Program
2. RESOLUTION NO. 18-124 approving the Final Plat for Village Park Subdivision, 2nd Addition. Roll Call Vote: 6-0. Motion/Resolution declared approved/adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

DISCUSSION OF RENTAL HOUSING ORDINANCE: Mayor Haila noted that this meeting was to serve as a work session. No formal action will be taken by the City Council. Any motions approved will be providing direction to staff to come back to Council with information that will be considered at a future City Council meeting. Regarding the format to be followed for this work session, Mayor Haila stated that six issues will be considered. Regarding Issue 1 (Concentration): Information will be presented by staff; after which public input will be accepted on Issue 1 only. Each person will have three minutes to present. Each speaker was asked to be succinct, factual, and respectful. If a speaker has the same opinion as a previous speaker, he or she is welcome to come to the podium and note that he or she has the same opinion; however, are asked not to repeat. Council will then have discussion, ask questions of staff, deliberate, and determine what direction should be. Regarding Issues 2 (Parking Spaces Tied to Occupancy), 3 (Increasing Number of Bedrooms), 4 (Dependent Exclusion), 5 (Owner-Occupied Definition), and 6 (How to Handle Short-Term Rentals), staff will present information on the last five issues and public input will be accepted on those.

Mayor Haila explained that there are approximately 66,000 residents of Ames. He and the Council Members attempt do what is best for all members of the community, not just a select group; compromise is going to be necessary.

Staff members presenting were Planning and Housing Director Kelly Diekmann, Building Official Sara Van Meeteren, and City Planner Julie Gould.

Issue 1 - Options for Rental Concentration Limits

Planning and Housing Director Kelly Diekmann showed a map denoting the neighborhoods included in the Moratorium. The Council was told that the options regulating rental property concentrations range from separation distances between single-family rental properties to setting a maximum

percentage for a defined area that could have registered rental properties. A table highlighting a number of communities that were found to regulate concentration of rental property. The Table showed that Iowa City, Iowa; East Lansing, Michigan; Mankato, Minnesota; North Mankato, Minnesota; West St. Paul, Minnesota; Winona, Minnesota; Northfield, Minnesota; Berkeley, Missouri; Steubenville, Ohio; and Philadelphia, Pennsylvania, regulated the concentration of rental property. It was noted that some cities did so by creating a zoning overlay, and others did so by restricting a certain percentage of each block.

Director Diekmann presented a table of information listing information on the total number of parcels, the percentage of rentals, and the number of registered rentals for the neighborhoods within the Moratorium Area. The Moratorium Area contains Area 1 - Edwards Neighborhood Association (NA), 2 - Westside NA, 3 - Oak-Wood-Forest NA, 4 - College Creek NA, 5 - SCAN North NA, 6 - SCAN South NA, 7 - Colonial Village, and 8 - Oak-Riverside NA.

Public Input on Issue 1. Barbara Pleasants, 516 Lynn Avenue, Ames, identified herself as the President of the SCAN. She provided a map of the SCAN that showed the number of rentals in the Neighborhood, which indicated the Neighborhood is 40% rentals. Ms. Pleasants relayed information from SCAN's annual meeting that had occurred on March 4, 2018. There were 35 attendees from all parts of the Neighborhood. Ms. Pleasants noted that an anonymous ballot of those in attendance indicated that 100% wanted the 20% rental cap applied to the entire Neighborhood with the goal of preventing any additional rentals. Ms. Pleasants indicated that SCAN was in favor of a freeze on rentals for the entire neighborhood. It is not wanting to limit rentals by block; that might be a good idea proactively, but it would not work for SCAN as it is way beyond that. Ms. Pleasants reiterated that it is the preference of the Neighborhood that the cap be 20%; 30% is too high, but that would be better than what is there now. The residents just don't want it to get any worse.

Leslie Kawaler, 2121 Hughes Street, Ames, added that they want a City-imposed overlay in Campus-adjacent areas with a 20% cap on rentals by neighborhood. Duplexes should be counted toward the rental cap. However, if an owner-occupier of one-half of a duplex wants to sell the property, they should be granted a LOC even if it exceeds the rental cap. Pertaining to grandfather, SCAN believes that existing LOCs should be grandfathered; however, they would like the Council to consider having the LOC expire when the property is sold. Regarding the definition of "owner-occupied, SCAN recommends that parents should be given a reasonable amount of time to either add the child's name to the Deed or make other living arrangements if the property exceeds the cap. Even if the child's name has been added to the Deed, if the child has more than one roommate, it must be registered as a rental and obtain a LOC. Parent owners who have not registered their property as a rental are in violation. SCAN disagrees with the addition of parking spaces in Campus-adjacent neighborhoods. They already compromised on the issue of stacked parking. Since many details need to be addressed, SCAN also asked that the current Moratorium be extended for six months so all issues can be worked-out with all the parties involved.

Dick Horton, 2119 Country Club Boulevard, Ames, said that he was an over-55-year resident of the SCAN. He noted that he had seen this issue in other cities over the years. Giving an historical

perspective, he said it started in Ames in the 50s when Iowa State University (ISU) was not that large. However, throughout the years, the University was not able to keep up with student housing. Families who lived along Welch Avenue eventually left due to the concentration of students; the density was too much for a residential neighborhood. According to Mr. Horton, the South Campus area was formerly occupied by University deans, professors, and others who worked at ISU. Mr. Horton believes that there are too many loopholes when using the term “owner-occupied.” He said that the City Council has to come up with some way to limit regulate rental properties, otherwise, what is attractive and special about Ames will be lost.

Tam Lorenz, 311 South Maple, Ames, noted that she had sent the Council members an email stating that she was in favor of the distance separation. She noted that she believes the concentration limits needs to be applied throughout, not just in certain neighborhoods. Ms. Lorenz also asked that the Council make it so LOCs expire when the property is transferred to a different owner.

Tony McFarland, 323 - 5th Street, Ames, offered his opinion that the free market will balance the problem out, especially if the student population decreases. As fewer students come to Iowa State, demand for rental properties will go down. Mr. McFarland stated that he believes that creating overlays will cause a significant decrease in property values and selling options when people want to sell their properties. He noted the very large number of apartment units that have been constructed. Mayor Haila asked if Mr. McFarland had any data to back up his belief that the free market will balance the problem out. Mr. McFarland said he did not have numbers, but he knows that with the large number of apartments that have been constructed, there is less demand for rental units now. The Mayor asked if students will gravitate to new construction, rather than choosing to live closer to Campus. Mr. McFarland commented that it was his opinion that students want new development and large apartment complexes because they want their own bedroom and their own bathroom. At the question of Council Member Corrieri, Mr. McFarland said he did not have the vacancy rates; however, he knows that the number is rising as it is getting more difficult to rent the older units. Council Member Gartin said he felt that Mr. McFarland should be advocating for action opposite of what he is doing. He explained that, to him, existing landlords have almost a monopoly power. Mr. Gartin sees this as a windfall for landlords as, by creating overlays, the City is artificially constraining the number of rental properties. McFarland said that is fundamentally opposed to the government creating a monopoly and doesn't see it in the same way as Council Member Gartin.

Mike Frisk, 2425 Kingston Drive, Ames, advised that he is a landlord and has been a long-time resident of Ames. He does not believe that overlays create a windfall for landlords. Mr. Frisk said he wants the SCAN to be cleaned up. He wants to do things the right way; by enforcement of the current laws and get neighborhoods cleaned up. If there are truly issues, use enforcement methods and see how it goes. Mr. Frisk gets the feeling that some in the community believe that all landlords are bad. He is not opposed to changing things; however, he wants data. Mr. Frisk said he wants staff to be asked how many problems are out there right now; get that data first, and then work together to improve what needs to be fixed.

Mary Reilly McIntire, 517 Ash Avenue, Ames, stated that her home is on the National Register; it

is known as the “McDonald House.” Ms. Reilly McIntire told the Council that she had been unable to attend the past meetings on this issue. She described what it is like to live in her neighborhood. Ms. Reilly McIntire asked if any of those who believe that the free market will balance the problem out have actually lived next to college students. She noted that she had spoken with the owner of the rental house close to their home and was told that three girls had rented the home. When the renters moved in, there were five girls, not three. The girls invite friends over, have parties, urinate in the yard, and use profanity, which makes it impossible for her family to enjoy her home. At the question of Council Member Gartin, Ms. Reilly-McFarland said that her family moved into their home at 2011, and they knew there were Iowa State students living in the area. She said she liked the mixed neighborhood, but it has gotten too concentrated with students.

Mr. Diekmann said that staff was asking for direction as to what approach the Council wanted to use. Further direction from the Council would be needed based on what approach was approved by the Council.

Council Member Nelson asked how staff had defined the areas. He questioned if staff would show rental concentrations for the entire City. Director Diekmann indicated that, if the Council has interested in creating certain areas based on something such as RL zoning, staff would develop those maps. The Moratorium Areas contained certain neighborhood associations plus Colonial Village, as directed by the Council. The Central Ames Map contains what staff felt were logical square block areas. Mr. Diekmann said that staff would like direction from the Council if they wanted to use the separation standard. Council Member Gartin asked if using the percentage limitation would make it easier for staff to enforce. Building Official Sara VanMeeteren said that it was difficult for her to say that using one or the other would be easier for staff to enforce.

Council Member Corrieri noted that there are some neighborhoods that have organized and are very active. She asked if notice had been sent to all residents. Planner Gould advised that notice was sent to the contact of any neighborhood association that is registered with the City. Director Diekmann stated that dependent on what action will be taken by the Council tonight, the notification process would begin.

Ex officio Member Bingham asked to know the time frame to get the neighborhoods into compliance if one of the concentration limits is chosen. Director Diekmann said it would take years.

Council Member Betcher pointed out that the Council had been discussing incentives to get people to convert rentals back to owner-occupied units. She noted that creating overlays allows time to see if it will stabilize the neighborhoods.

Council Member Gartin asked Director Diekmann to guide the Council through the process of providing direction to staff. Director Diekmann advised that the first question is whether there should be a concentration limit city-wide or only in specific areas.

Moved by Gartin, seconded by Beatty-Hansen, to direct staff to come back with a proposed ordinance that would provide for a 25% restriction in the University-adjacent neighborhoods.

Council Member Nelson asked how that 25% would be defined. Staff's recommendation is that it be based on the calculation of registered rental units that are in that single-family zone.

Moved by Gartin, seconded by Beatty-Hansen, to amend the motion to include that the 25% be based on the calculation of registered rental units that are in that single-family zone in the University-adjacent neighborhoods.

Council Member Nelson cited his concern that there are some other neighborhoods that are close to that cap, and it will force more rentals into those neighborhoods.

Council Member Gartin commented that he is struggling with whether to impose limits City-wide as he believes similar situations with rental concentrations are occurring in other neighborhoods, e.g., Old Town, even though the City has received zero comments from any residents of those neighborhoods. Council Member Gartin said he would like to hear from residents of other neighborhoods that might be impacted that they, too, might want to limit rentals to a certain percentage. It was noted by Council Member Corrieri that the Council had only heard from three neighborhoods in the University-adjacent neighborhoods (SCAN, College Creek, and Colonial Village). Council Member Martin agreed. He acknowledged that he had heard one comment from a resident of the Westside NA. Ms. Corrieri said that she wanted to have hard data before decisions of this magnitude are made. She doesn't think that she can be supportive of any cap as the City doesn't know the results of decisions that had already been made by the Council. Ms. Corrieri specifically noted that the City doesn't know the impact of the proactive enforcement that has just started, the impact of the number of newly constructed apartments, and the change in the Occupancy Ordinance. She said that she was in favor of trying to find solutions to balance neighborhoods. Ms. Corrieri reiterated that the Council doesn't have data on any of the changes that have already occurred, and it won't for several months. Ms. Corrieri added that the vast majority of complaints that she has heard has been related to nuisance and property maintenance issues. Council Member Beatty-Hansen pointed out that if there is a balance of rental and owner-occupied homes, the nuisance issues can be addressed by enforcement.

Moved by Martin, seconded by Corrieri, to approve a second amendment to the motion to restrict the cap to include only the neighborhoods listed as Areas 4 through 8.

Mr. Martin explained that his reasoning behind making that motion was that there had been little or no input received by the City Council from residents of Areas 1, 2, or 3 (Edwards, Westside, Oak-Wood-Forest Neighborhoods, respectively).

Council Member Betcher pointed out that the issue could be due to who had been notified and who has been paying attention. She suggested that Areas 1 through 7 be included. Residents of those Areas would be notified and could provide input when it is on a future agenda.

Second amendment withdrawn.

Council Member Corrieri again expressed her concerns that some property owners are going to be

shocked because they will not be able to sell their homes as rentals. Council Member Betcher commented that Ms. Corrieri was looking at the impact on individuals, instead of neighborhoods.

City Manager Schainker said that staff would come back with a proposed ordinance. Director Diekmann advised that it might be an amendment to the Rental Code, rather than being part of the zoning process. Staff would need to check with the City Attorney. Director Diekmann advised that approximately 1,000 properties (owners) would be notified. Planning and Housing Department would do the notification if it is determined that the change would be part of the Rental Code; Council would need to provide direction to Council to start the notification process. Council Member Gartin noted his preference that RH property owners in those areas also be notified because those neighborhoods would be impacted. Director Diekmann advised that Council would direct staff as to whom is notified if it is determined to be an amendment to the Rental Code.

Council Member Martin asked someone to speak as to the rationale of 25%. Council Member Betcher offered that it was a compromise between 20 and 30%. She noted that SCAN originally proposed a 25% cap. At the question of Mr. Martin, staff confirmed that that percentage could be changed by the Council in the future if it was felt it should be 20 or 30%.

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

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

Motion by Betcher, seconded by Gartin, to direct staff to notify all property owners in the University-Adjacent neighborhoods that will be covered by the 25% overlay before the first reading of the ordinance.

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

Council Member Gartin pointed out that the Moratorium will end on April 30, 2017. He asked if the Council should extend the Moratorium. According to Director Diekmann, the first meeting that formal action extending the Moratorium could come back to Council would be April 10. He also told the Council that it would need at least another month to finalize the concentration decisions.

Moved by Gartin, seconded by Betcher, to direct staff to place the issue of extending the Moratorium on the City Council Agenda for March 27, 2018.

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

Mr. Diekmann asked the Council members to decide how they wanted to view duplexes if both units were not rented. He said that staff had recommended that the unit be counted toward the cap, but if they're over the cap, they still be allowed to get that second part of the duplex registered.

Moved by Beatty-Hansen, seconded by Nelson, to direct that a duplex be counted toward the cap, but if they are over the cap, they still be allowed to get that second part of the duplex registered.

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

Director Diekmann said staff needed direction on whether to allow grandfathering.

Moved by Beatty-Hansen, seconded by Betcher, to include grandfathering status for current LOCs.
Vote on Motion: 6-0. Motion declared carried unanimously.

Mr. Diekmann asked if staff should come up with some provision to allow for a temporary hardship claim. Building Official VanMeeteren explained Transitional Letters of Compliance, which are currently allowed by the Code.

Moved by Corrieri, seconded by Betcher, to ask staff to explore some sort of hardship option.

Building Official Van Meeteren advised that a Transitional Letter of Credit is currently available to anyone regardless of their scenario, whether they are selling their home doesn't matter; it is available to anyone regardless of their situation. City Manager Schainker clarified that that option would not count those with Transitional Licenses toward the cap.

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

Moved by Martin, seconded by Gartin, to request periodic reports on the number of Letters of Compliance that had been issued over the first year for all neighborhoods throughout the City.
Vote on Motion: 6-0. Motion declared carried unanimously.

The meeting recessed at 7:57 p.m. and reconvened at 8:06 p.m.

ISSUE 2 - PARKING SPACES TIED TO OCCUPANCY

Mayor Haila reiterated that staff comments will be heard first and then public input will be taken on Issues 2 through 6.

Building Official VanMeeteren stated that, at the February 20, 2018, Council Workshop, the Council had directed staff to modify the parking section of the current Ordinance to maintain the parking requirements in the Moratorium areas and to remove the parking requirements in all areas outside of the moratorium areas. That direction will permit property owners to add parking in non-moratorium areas consistent with the current language of the ordinance. She added that if the City Council should decide to maintain the parking requirements in the Moratorium areas, but remove them in all other area, Section 13.406(5)(d-e) would need to be amended.

A table showing the data answering a question posed at the February 20, 2018, Rental Housing Ordinance Workshop, when the City Council requested "data within the moratorium area to estimate the number of four-bedroom or greater properties that do not have sufficient parking to allow for four or more occupants under the current Ordinance. It was noted that, of the 29 dwellings, 17 or 10% have the ability to add bedrooms, which would mean that there would only be 23 additional occupants/bedrooms that could be added..

ISSUE 3 - INCREASING NUMBER OF BEDROOMS

Building Official VanMeeteren recalled that, at the Workshop on February 20, 2018, Council directed staff to tie the occupancy to the number of bedrooms that were counted as of January 1, 2018, and that that number be frozen in the moratorium areas only. It was noted that the City Council had determine that there would be no prohibition on the issuance of Building Permits in any area. The changes to Section 13.503(4) will allow Building Permits for additional bedrooms to be issued City-wide, but freezes the number of occupants in University-Adjacent Neighborhoods only in accordance with the number of bedrooms in existence as of January 1, 2018. Therefore, a four-bedroom dwelling in the SCAN could add a fifth bedroom, but would still be limited to four adults for occupancy purposes. However, in a zone outside of a moratorium area, the same situation would allow five adult occupants to reside in the home.

ISSUE 4 - DEPENDENT EXCLUSION

The Council was reminded by Ms. VanMeeteren that, at the February 20, 2018, Council Workshop, the City Council determined that it should exclude adult dependents from the number of adults allowed for occupancy purposes. The Council had indicated that it preferred to more precisely define what constitutes a dependent. Staff proposed first defining the word “adult” as it used in the occupancy standards and then exclude dependents.

ISSUE 5 - OWNER-OCCUPIED DEFINITION

At the February 20, 2018, the City Council had directed staff to remove the language in the Rental Code that allowed any person other than the owner as listed on the Deed to be considered an owner of a property. Currently, the owner’s relative is also considered an owner of the property and is allowed to reside in the dwelling without the owner also residing in the dwelling. The relative may have one additional occupant before triggering the rental inspection process. Once the owner, or the owner’s relative has two roommates, they would be required to register as a rental property.

Public Input. Jamin Hitchcock, 515 Grand Avenue, Ames, said he recently moved into the SCAN and is a member of the SCAN Board. He voiced his support for not being able to add bedrooms to increase the occupancy limit.

ISSUE 6 - HOW TO HANDLE SHORT-TERM RENTALS (E.G., AIRBNBS)

According to Director Diekmann, staff’s primary concern for short-term rentals is consistency in the definitions of Household Living and Short-Term Lodging as it relates to single-family neighborhoods and zoning. The defining element between the two types of uses is the duration of a stay within a living unit (home). When a short-term rental is accessory to the Household Living use, it is generally consistent with single-family zoning; however, if it is allowed to have dwellings with no primary resident rented for short periods of time as a business, that makes the use short-term lodging, which is not consistent with single-family zoning. A table describing the types of short-term rentals was detailed by Mr. Diekmann.

Council Discussion.

Issue 2: Moved by Martin, seconded by Corrieri, based on the evidence received, to request an amendment to the Occupancy Ordinance from January 9, 2018, to eliminate the count of parking

spots as a factor in computing the allowable occupancy in a rental dwelling unit throughout the entire City of Ames.

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

Issue 3: Direction given on February 20, 2018, was unchanged; that being: Directed staff to tie the occupancy to the number of bedrooms that were counted as of January 1, 2018, and that number be frozen in the Moratorium areas only.

Issue 4: Moved by Nelson, seconded by Betcher, to add Section 13.201. TERMS DEFINED, as follows:

“ADULT. For purposes of determining occupancy, an “adult” is an individual 18 years of age or older; excluded from this definition is the dependent of an adult, both sharing as their primary residence the location of the registered rental property. Dependent status shall be demonstrated through a current tax return or court-ordered guardianship or court-ordered conservatorship.”

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

Issue 5: Moved by Martin, seconded by Beatty-Hansen, to keep the consanguinity clause, and add a statement clarifying that if a dwelling unit has more than one roomer, it is not owner-occupied; thus, if there is more than one roomer, the unit may be subject to registration and inspection requirements.

Council Member Betcher contended that by leaving the consanguinity clause in, it would be an owner-occupied home that is being used as a rental. Ms. Van Meeteren clarified that the City exempts owner-occupied properties from being registered. She said that if the unit does not meet the definition of owner-occupied, the unit is subject to registration and rental inspections. She said that they could, under “What is Exempt” in the Rental Code, include the definition of owner-occupied. Mr. Martin said that a statement clarifying that a dwelling unit is not owner-occupied if there is more than one roomer should be added.

Council Member Betcher commented that the issue is the confusion that arises over how many people may live in a house when the son or daughter of the home owner is living there. In the majority of those instances, the unit is not registered as a rental. Ms. Betcher asked how those would fit into the overlay cap. Council Member Martin commented that if they are already operating illegally, then adding a statement that they are operating illegally doesn’t change things.

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

Issue 6: Director Diekmann advised that the Council had provided direction to staff to proceed with developing standards for both owner-occupied shared short-term rentals and whole-house rentals where the owner is absent. Staff had prepared a table showing the types of short-term rentals single-family residences and potential standards, which was reviewed by Mr. Diekmann. There are four types of short-term rentals: Type 1: Hosted Home Share; Bed & Breakfast; Type 2: Home Share;

and Type 3: Vacation Rental.

According to Mr. Diekmann, staff's primary concern for short-term rentals is consistency in the definitions of Household Living and Short-Term Lodging as it relates to single-family neighborhoods and zoning. The defining element between the two types of uses is the duration of a stay within a living unit. When a short-term rental is an accessory to the Household Living use, it is generally consistent with single-family zoning. However, if the City were to allow for dwellings with no primary resident to be rented for short periods of time as a business, that makes the use short-term lodging and that type of use is not consistent with single-family zoning. According to Director Diekmann, staff believes absentee whole house rentals are more of a business use than a household living use and should only be allowed in zones that permit short-term lodging and not within single-family neighborhoods.

Council Member Betcher asked how the City regulates Bed-and-Breakfast establishments. Director Diekmann advised that Bed-and-Breakfasts must have a Special Home Occupation from the Zoning Board of Adjustment.

Mr. Diekmann said that the premise for allowing for short-term rentals is that they are an accessory use to a principal residence as an owner-occupied home that is not subject to the Rental Code. Staff proposed that if the duration of the stay exceeds 30 days, the property owner would need to comply with the Rental Code so as not to become a loophole of avoiding registering a rental dwelling. Director Diekmann said that staff believes allowing for the principal resident to either have a shared homestay or rental of a whole house in accordance with the requirements only reflected in Type 1 and Type 2 can be found to be consistent with the current Zoning Ordinance hierarchy of Household Living residential uses. He noted that staff would have to develop a full ordinance reflecting the Council's preference, which would be an amendment to the Zoning Ordinance and require a recommendation from the Planning and Zoning Commission prior to the hearing before the Council.

Ryan Houck, 65697 - 190th Street, Nevada, said that he was a local real estate appraiser and an owner of an Airbnb. He noted that there is always an owner present at his Airbnb. Mr. Houck stated that he bought an eye sore and improved it. He encouraged the Council to go with Type 3: Vacation Rental.

Shannon Stack, 1313-24th Street, Ames, stated that she lives on the premises of their Airbnb. She noted that allowing a maximum of 90 days per year is not enough. At the inquiry of Council Member Gartin, Ms. Stack said that they are Type 1: Hosted Home Share.

Rebecca Christianson, 304 E. 16th Street, Ames, advised that she has had an Airbnb since last March. She indicated that she has a Type 1: Hosted Home Share. Ms. Christianson uses the proceeds of renting part of her home to pay property taxes. She would like to see the maximum number of 90 days/year extended.

Ashley Houck, 65697 - 190th Street, Nevada, an owner of a Type 3, indicated that she and her family want to make a great impression so that their guests want to come back to this area. The City

benefits from guests coming to Ames.

At the inquiry of Council Member Gartin, City Manager Schainker said that Airbnbs pay Hotel/Motel Tax to the state of Iowa; a portion of it will come back to the City.

Susan Chadworth, currently living at 1700 Amherst Drive, Ames, said she was speaking as a Type 1 guest. The Airbnb option has provided her a home-away-from-home. She will be in Ames for 120 days, and hopes that the City will extend the maximum stay of 90 days/year.

Council Member Betcher indicated that she is mostly concerned about the whole house rentals. If there are vacation rentals, she is not sure how those are different from rentals where there are annual leases. The population of Airbnbs is transient. Council Member Corrieri said she believes that the industry regulates itself better than other rentals. Ms. Betcher would prefer that the resident be on site. She is unclear as to why Airbnbs or other short-term rentals are treated differently than other rentals. Director Diekmann noted that Type 3, Vacation Rentals, are currently not legal in Ames. Ms. Betcher noted that approval of Bed & Breakfasts in Ames is a process; it requires permission from the Zoning Board of Adjustment, so neighbors are notified. He noted that Type 3 is never going to have a resident owner present.

Moved by Gartin, seconded by Beatty-Hansen, to adopt Types 1, 2, and 3.

Director Diekmann clarified that staff will create an ordinance incorporating the standards prepared by staff and bring it back to the Council for review.

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

Moved by Corrieri, seconded by Beatty-Hansen, to not set a maximum number of days/year for Type 1.

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

Council Member Corrieri asked how the City is going to enforce Airbnbs who are not registered. Director Diekmann indicated that the City would first educate after the Ordinance is adopted and then staff would need direction from the Council as to enforcement.

Building Official Van Meeteren offered that the Council's direction on Issue 2, 3, 4, and 5 could come back on the meeting of March 27 if so desired. Mayor Haila said he would leave that up to staff; however, Council wants to keep it going as quickly as possible.

COUNCIL COMMENTS: Council Member Betcher reported on a session on the 2020 Census that she had attended while at the National League of Cities Conference. She specifically noted a question that had been proposed by the Department of Justice, which is to ask if the respondent is a citizen of the United States. Ms. Betcher noted that the question has not been vetted in the normal fashion; it has not been run through the same type of approval as other questions to be included on

the Census survey. Cities have concerns about the question because it could cause some persons to opt not to be counted, and lowered numbers of residents can prove very detrimental to the amount of federal funding to be received by cities. According to Ms. Betcher, the National League of Cities has asked that any city that has concerns about the question write the Commerce Secretary before the deadline of March 23, 2018.

Moved by Betcher, seconded by Martin, to ask the Mayor to write a letter to the Commerce Secretary opposing the addition of the citizenship question on the 2020 Census on the basis of the impacts that it could have on Ames.

After being asked to do so by Council Member Betcher, City Manager Schainker explained that most federal funding decisions are made based on the population. It is very important that all persons living in Ames be counted.

Council Member Gartin noted that this is a federal government survey. He believes that the federal government deserves some sort of deference as to how it runs the Census. Mr. Gartin noted that the Council had received information on this fewer than 24 hours ago, and he is reluctant to oppose the question. Council Member Betcher noted that it was the representative from the Census Bureau who had encouraged cities to write to the Commerce Secretary; they stated that input from cities was wanted.

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

ADJOURNMENT: Moved by Betcher to adjourn the meeting at 9:50 p.m.
Vote on Motion: 6-0. Motion declared carried unanimously.

Diane R. Voss, City Clerk

John A. Haila, Mayor



REPORT OF CONTRACT CHANGE ORDERS

Period:	<input checked="" type="checkbox"/>	1 st – 15 th
	<input type="checkbox"/>	16 th – End of Month
Month & Year:	March 2018	
For City Council Date:	March 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)
Transit	40' Gillig Low Floor Bus	1	\$1,274,874.00	Gillig LLC	\$0.00	\$16,509.00	R. Leners	MA
Transit	40' Gillig Low Floor Bus	2	\$1,274,874.00	Gillig LLC	\$16,509.00	\$10.00	R. Leners	MA
Water & Pollution Control	CATV Distribution & Cabling	2	\$84,997.00	Communications Engineering Co.	\$425.00	\$-(657.50)	J. Dunn	MA
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		

MINUTES OF THE AMES CIVIL SERVICE COMMISSION

7

AMES, IOWA

MARCH 22, 2018

The Ames Civil Service Commission convened in regular session at 8:15 a.m. on March 22, 2018, in the Council Chambers of City Hall, 515 Clark Avenue. Because it was impractical for the Commission members to be present in person, Commission Members Mike Crum, Harold Pike, and Charlie Ricketts were brought into the meeting telephonically. Human Resources Director Kaila Boothroy attended the meeting.

APPROVAL OF MINUTES: Moved by Pike, seconded by Ricketts, to approve the minutes of the January 25, 2018, Civil Service Commission meeting as written.

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

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

Client Support Specialist I:	Christian Cryder	82
	Justin Olson	82
	Jacob Langholz	81
	Dakota McBurney	79
	Zoami Calles-Rios Sosa	71
Maintenance Worker:	Hawley Brent	86
	Andrew Dodds	*78
	Darren Barrett	73
	Mitchell Gibson	73
	Tyler Braland	73
	Ben Adams	*76
	Brent Randolph	71
	Jeremy Bottorf	70
Parking Enforcement Coordinator:	Ben Rurup	*88
	Sheri Nelson	76
	Natasha Fisher	74
Recreation Manager:	Adam Walsh	79
	Brooke Rogers	73
	Kylie Brandt	73
Transit Operations Manager:	Tyler Bailey	75

*Includes five veteran's preference points

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

REQUEST TO ABOLISH PRINCIPAL CLERK ENTRY-LEVEL CERTIFIED LIST: A request from City staff has been received to abolish the Civil Service list for the Principal Clerk classification. Human Resources Director Boothroy stated that abolishment of the list is requested due to the three remaining candidates on the existing certified list not meeting all of the elements

desired for this position. The Civil Service Commission's Policies and Procedures allows for the Commission to abolish an entry-level eligibility list when the list has diminished to three or fewer candidates.

Moved by Crum, seconded by Ricketts, to grant the request to abolish the entry-level certified list for Principal Clerk.

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

COMMENTS: The next regularly scheduled Civil Service Commission meeting was set for April 26, 2018, at 8:15 a.m.

ADJOURNMENT: The meeting adjourned at 8:20 a.m.

Michael R. Crum, Chair

Jill Ripperger, Recording Secretary

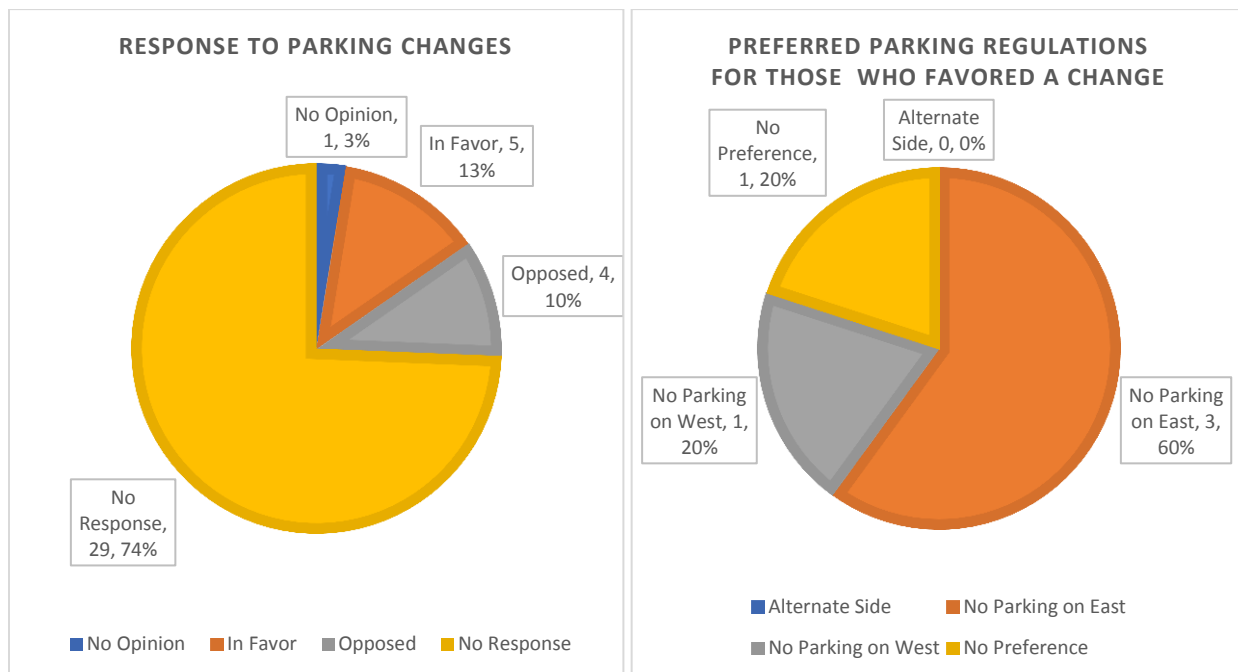
COUNCIL ACTION FORM

SUBJECT: PARKING REGULATIONS ON CRANE AVENUE

BACKGROUND:

In November of 2017, residents along Crane Avenue contacted the City with concerns of congestion due to the high volume of on-street parking. Currently, parking is allowed on both sides of the street making it difficult for two-way traffic to travel, especially during snow events. It should be noted that Crane is a 31-foot wide roadway, which **City standard for parking on this type of street is to allow parking on only one side.** Where possible, staff will prohibit parking on the side of the street where the fire hydrants are located to maximize the available parking on the other side of the street. These standard parking restrictions are also used to ensure emergency vehicles access.

In response to the request, staff sent out a mailing to each resident along Crane Avenue asking for their feedback. Staff asked residents if they favored the change or not, and if so that they preferred: 1) Alternating Side No Parking, 2) No Parking Eastside, or 3) No Parking Westside. The following charts summarize the feedback received:



It is also important to point out that of the 10 residents that responded to our survey, only 5 indicated a preference for making regulation changes. Therefore, it is likely that any change to parking could result in some negative response.

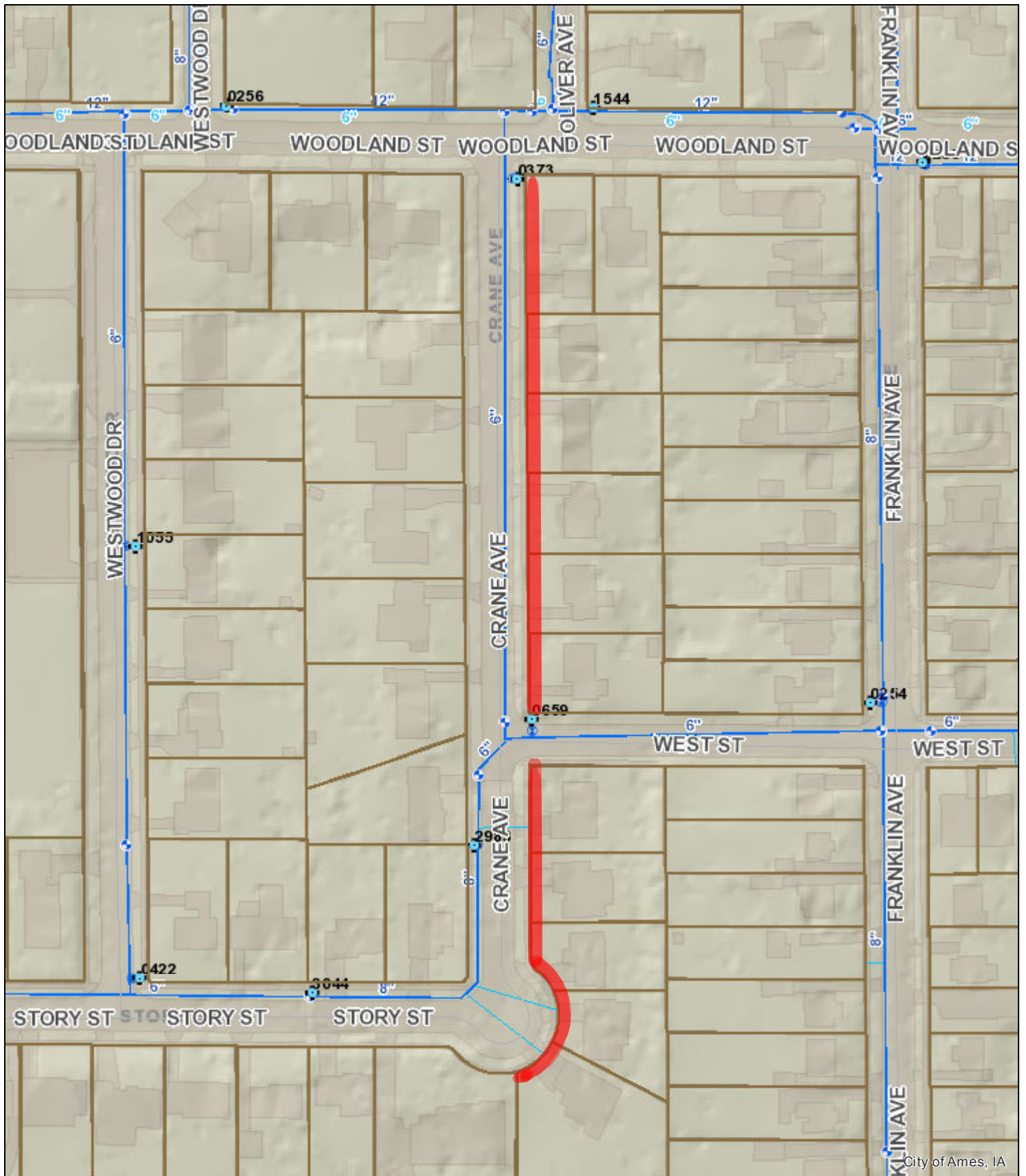
ALTERNATIVES:

1. Direct the City Attorney to draft an ordinance for Crane Avenue that restricts parking at all times on the **east side** of the street.
2. Direct the City Attorney to draft an ordinance for Crane Avenue that restricts parking at all times on the **west side** of the street.
3. Direct the City Attorney to draft an ordinance for Crane Avenue that establishes **Alternate Side Parking**.
4. Take no action, thereby **continuing to allow parking on both sides** of Crane Avenue.

MANAGER'S RECOMMENDED ACTION:

Even though there does not appear to be resident support for parking changes, by restricting parking on one side of the street the City will be able to bring Crane Avenue in to compliance with standard City policies for residential parking. It will also ensure that Fire, Police, and other Emergency response vehicles can properly access the neighborhood if needed.

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



ArcGIS Web Map

 Proposed No Parking



Date: 3/21/2018

1 inch = 167 feet

© City of Ames, Iowa makes no warranties, expressed or implied, including without limitation, any warranties of merchantability or fitness for a particular purpose. In no event shall the City of Ames be liable for lost profits or any consequential or incidental damages caused by the use of this map.

Applicant License Application ()

Name of Applicant: <u>Orchestrate Management</u>		
Name of Business (DBA): <u>Gateway Market MLK</u>		
Address of Premises: <u>ISU Alumni Center</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50011</u>
Business <u>(515) 331-1753</u>		
Mailing <u>130 E 3rd St., Ste 201</u>		
City <u>Des Moines</u>	State <u>IA</u>	Zip: <u>50309</u>

Contact Person

Name <u>Michelle Mathews</u>	
Phone: <u>(515) 331-1753</u>	Email <u>mmathews@ohospitality.com</u>

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

Term: 5 days

Effective Date: 04/15/2018

Expiration Date: 01/01/1900

Privileges:

Class B Beer (BB) (Includes Wine Coolers)

Outdoor Service

Status of Business

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

Ownership

Paul Rottenberg

First Name: Paul **Last Name:** Rottenberg
City: Des Moines **State:** Iowa **Zip:** 50315
Position: Partner
% of Ownership: 14.06% **U.S. Citizen:** Yes

LADCO Development, Inc

First Name: LADCO **Last Name:** Development, Inc
City: West Des Moines **State:** Iowa **Zip:** 50266
Position: Partner
% of Ownership: 14.06% **U.S. Citizen:** Yes

REB Development, LLC

First Name: REB **Last Name:** Development, LLC
City: Clive **State:** Iowa **Zip:** 50325
Position: Partner

% of Ownership: 14.06%

U.S. Citizen: **Yes**

Michelle Mathews

First Name: Michelle

Last Name: Mathews

City: Des Moines

State: Iowa

Zip: 50309

Position: Controller

% of Ownership: 0.00%

U.S. Citizen: **Yes**

Insurance Company Information

Insurance Company: Integrity Insurance

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>Orchestrate Management</u>		
Name of Business (DBA): <u>Gateway Market MLK</u>		
Address of Premises: <u>CPMI</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50010</u>
Business <u>(515) 331-1753</u>		
Mailing <u>130 E 3rd St., Ste 201</u>		
City <u>Des Moines</u>	State <u>IA</u>	Zip: <u>50309</u>

Contact Person

Name <u>Michelle Mathews</u>	
Phone: <u>(515) 331-1753</u>	Email <u>mmathews@ohopsitality.com</u>

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

Term: 5 days

Effective Date: 04/27/2018

Expiration Date: 01/01/1900

Privileges:

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

Status of Business

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

Ownership

Paul Rottenberg

First Name: Paul **Last Name:** Rottenberg
City: Des Moines **State:** Iowa **Zip:** 50315
Position: Partner
% of Ownership: 14.06% **U.S. Citizen:** Yes

LADCO Development, Inc

First Name: LADCO **Last Name:** Development, Inc
City: West Des Moines **State:** Iowa **Zip:** 50266
Position: Partner
% of Ownership: 14.06% **U.S. Citizen:** Yes

REB Development, LLC

First Name: REB **Last Name:** Development, LLC
City: Clive **State:** Iowa **Zip:** 50325
Position: Partenr
% of Ownership: 14.06% **U.S. Citizen:** Yes

Michelle Mathews**First Name:** Michelle**Last Name:** Mathews**City:** Des Moines**State:** Iowa**Zip:** 50309**Position:** Controller**% of Ownership:** 0.00%**U.S. Citizen:** Yes**Insurance Company Information****Insurance Company:** Integrity Insurance**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 ()

11

Name of Applicant: <u>Friends of ISU Hotel Holdings LLC</u>		
Name of Business (DBA): <u>Gateway Hotel and Conference Center</u>		
Address of Premises: <u>420 Beach Ave</u>		
City <u>Ames</u>	County: <u>Iowa</u>	Zip: <u>50011</u>
Business	<u>(515) 268-2209</u>	
Mailing	<u>2100 Green Hills Drive</u>	
City <u>Ames</u>	State <u>IA</u>	Zip: <u>50014</u>

Contact Person

Name	<u>Zach Case</u>		
Phone:	<u>(515) 268-2209</u>	Email	<u>zachc@gatewayames.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term:5 days

Effective Date: 05/08/2018

Expiration Date: 01/01/1900

Privileges:

Class C Liquor License (LC) (Commercial)

Status of Business

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

Ownership

Doug Drees

First Name:	<u>Doug</u>	Last Name:	<u>Drees</u>	
City:	<u>Waukee</u>	State:	<u>Iowa</u>	Zip: <u>50263</u>
Position:	<u>Manager</u>			
% of Ownership:	<u>0.01%</u>	U.S. Citizen:	<u>Yes</u>	

Insurance Company Information

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

Name of Applicant: <u>Ames Chamber of Commerce</u>		
Name of Business (DBA): <u>Main Street Cultural District</u>		
Address of Premises: <u>2501 Airport Drive</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50010</u>
Business <u>(515) 233-3472</u>		
Mailing <u>304 Main Street</u>		
City <u>Ames</u>	State <u>IA</u>	Zip: <u>50010</u>

Contact Person

Name <u>Cindy Hicks</u>	
Phone: <u>(515) 233-3472</u>	Email <u>director@amesdowntown.org</u>

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

Term:5 days

Effective Date: 05/10/2018

Expiration Date: 01/01/1900

Privileges:

Outdoor Service

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

Status of Business

BusinessType: <u>Municipality</u>	
Corporate ID Number: <u>XXXXXXXXXX</u>	Federal Employer ID <u>XXXXXXXXXX</u>

Ownership

Cynthia Hicks

First Name: <u>Cynthia</u>	Last Name: <u>Hicks</u>	
City: <u>Ames</u>	State: <u>Iowa</u>	Zip: <u>50010</u>
Position: <u>Executive Director</u>		
% of Ownership: <u>0.00%</u>	U.S. Citizen: <u>Yes</u>	

Insurance Company Information

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

Applicant License Application ()

13

Name of Applicant: <u>Christiani's Events LLC</u>		
Name of Business (DBA): <u>Christiani's Events</u>		
Address of Premises: <u>429 Alumni Lane</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50011</u>
Business	<u>(515) 360-8069</u>	
Mailing	<u>1150 E. Diehl</u>	
City <u>Des Moines</u>	State <u>IA</u>	Zip: <u>50315</u>

Contact Person

Name	<u>Peter Worsham</u>		
Phone:	<u>(515) 360-8069</u>	Email	<u>peter@christianicatering.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term:5 days

Effective Date: 04/14/2018

Expiration Date: 01/01/1900

Privileges:

Class C Liquor License (LC) (Commercial)

Status of Business

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

Ownership

Carol Christiani

First Name:	<u>Carol</u>	Last Name:	<u>Christiani</u>
City:	<u>DesMoines</u>	State:	<u>Iowa</u>
Position:	<u>member</u>	Zip:	<u>50315</u>
% of Ownership:	<u>100.00%</u>	U.S. Citizen:	<u>Yes</u>

Insurance Company Information

Insurance Company: <u>Illinois Union Insurance Company</u>	
Policy Effective Date: <u>04/14/2018</u>	Policy Expiration <u>04/19/2018</u>
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

Applicant License Application ()

Name of Applicant: <u>TALENTI L.L.C.</u>		
Name of Business (DBA): <u>SAPORI ITALIANI</u>		
Address of Premises: <u>1620 South Kellogg Ave. Suite 108</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50010</u>
Business	<u>(651) 402-0329</u>	
Mailing	<u>724 7th.St. Apt. #12</u>	
City <u>Boone</u>	State <u>IA</u>	Zip: <u>50036</u>

Contact Person

Name Calogero Rino Baglio
Phone: (651) 402-0329 Email rinbag@aol.com

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

Term:12 months

Effective Date: 04/10/2018

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

Calogero Rino Baglio

First Name: Calogero Rino

Last Name: Baglio

City: Boone

State: Iowa

Zip: 50036

Position: Manager

% of Ownership: 100.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company: <u>Society Insurance</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 ()

15

Name of Applicant: <u>Tabloo LLC</u>		
Name of Business (DBA): <u>Blue Owl Bar</u>		
Address of Premises: <u>223 Welch Ave</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50014</u>
Business	<u>(515) 450-9688</u>	
Mailing	<u>4301 Crestmoor Ave</u>	
City <u>Ames</u>	State <u>IA</u>	Zip: <u>50010</u>

Contact Person

Name	<u>Jason Crimmins</u>		
Phone:	<u>(515) 450-9688</u>	Email	<u>tabloollc@gmail.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term:12 months

Effective Date: 04/02/2018

Expiration Date: 01/01/1900

Privileges:

Class C Liquor License (LC) (Commercial)

Outdoor Service

Sunday Sales

Status of Business

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

Ownership

Jason Crimmins

First Name:	<u>Jason</u>	Last Name:	<u>Crimmins</u>	
City:	<u>Ames</u>	State:	<u>Iowa</u>	Zip: <u>50010</u>
Position:	<u>Owner</u>			
% of Ownership:	<u>100.00%</u>	U.S. Citizen:	<u>Yes</u>	

Insurance Company Information

Insurance Company: <u>Tokio Marine Specialty Insurance Company</u>	
Policy Effective Date:	Policy Expiration
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective Date	Temp Transfer Expiration Date:

Name of Applicant: <u>Gateway Expresse Inc</u>		
Name of Business (DBA): <u>Filling Station</u>		
Address of Premises: <u>2400 University Blvd</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50010</u>
Business <u>(515) 292-6769</u>		
Mailing <u>2400 University Blvd</u>		
City <u>Ames</u>	State <u>IA</u>	Zip: <u>50010</u>

Contact Person

Name <u>Jeanette</u>	
Phone: <u>(515) 451-2695</u>	Email <u>jj52tt@yahoo.com</u>

Classification Special Class C Liquor License (BW) (Beer/Wine)**Term:**12 months**Effective Date:** 04/01/2018**Expiration Date:** 01/01/1900**Privileges:**Outdoor ServiceSpecial Class C Liquor License (BW) (Beer/Wine)**Status of Business**

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

Ownership**Steve Burgason**

First Name: <u>Steve</u>	Last Name: <u>Burgason</u>	
City:	State: <u>Iowa</u>	Zip: <u>50014</u>
Position: <u>owner</u>		
% of Ownership: <u>50.00%</u>	U.S. Citizen: <u>Yes</u>	

Anne Burgason

First Name: <u>Anne</u>	Last Name: <u>Burgason</u>	
City:	State: <u>Iowa</u>	Zip: <u>50014</u>
Position: <u>owner</u>		
% of Ownership: <u>50.00%</u>	U.S. Citizen: <u>Yes</u>	

Insurance Company Information

Insurance Company:

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

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

Contact Person

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

Classification Class C Liquor License (LC) (Commercial)

Term:12 months

Effective Date: 03/07/2019

Expiration Date:

Privileges:

Class C Liquor License (LC) (Commercial)

Status of Business

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

Ownership

Buffalo Wild Wings, Inc.

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

Emily Decker

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

Jerry David Pipes

First Name: <u>Jerry David</u>	Last Name: <u>Pipes</u>	
City: <u>Roswell</u>	State: <u>Georgia</u>	Zip: <u>30075</u>
Position: <u>Vice President and Treasurer</u>		
% of Ownership: <u>0.00%</u>	U.S. Citizen: <u>Yes</u>	

Nils Okeson

First Name: Nils **Last Name:** Okeson
City: Atlanta **State:** Georgia **Zip:** 30342
Position: Vice President and
Secretary
% of Ownership: 0.00% **U.S. Citizen:** **Yes**

Robert Jones, Jr.

First Name: Robert **Last Name:** Jones, Jr.
City: Dunwoody **State:** Georgia **Zip:** 30338
Position: Vice President and
Assistant Secretary
% of Ownership: 0.00% **U.S. Citizen:** **Yes**

Insurance Company Information

Insurance Company: <u>Hartford Fire Insurance Company</u>	
Policy Effective Date: <u>03/07/2017</u>	Policy Expiration <u>03/07/2018</u>
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

*Caring People
Quality Programs
Exceptional Service*

18a-g

TO: Mayor John Haila and Ames City Council Members

FROM: Lieutenant Dan Walter – Ames Police Department

DATE: March 20th, 2018

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

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

- Special Class C Liquor & B Wine - BW0094715 - Southgate Expresse, 110 Airport Road
- Class C Beer & B Native Wine - BC0023733 - Swift Stop #4, 1118 S. Duff Avenue
- Class C Beer & B Wine - BC0025354 - Swift Stop #5, 3218 Orion Street
- Special Class C Liquor - BW0092569 - The Spice Thai Cuisine, 402 Main Street
- Class E Liquor, C Beer, & B Wine - LE0000829 - Sam's Club #6568, 305 Airport Road
- Class B Liquor & B Wine - LB0002123 - Ames Sleep Inn & Suites, 1310 Dickinson Avenue
- Class B Beer - BB0036828 - Pizza Pit Extreme, 207 Welch Avenue

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

- Class C Liquor with outdoor service- Blue Owl Bar, 223 Welch Ave

Blue Owl Bar is requesting a new 12 month liquor license. There previous license was only granted for six months and is due to expire on April 2nd. In response to the 6-month renewal, bar management implemented a number of improved practices. A routine check of police records did show one liquor license violation for selling alcohol to a minor during a police compliance check in November 2017. Despite this one incident, the bar has exhibited overall improvement in areas of previous concern. Based on the performance and reconciliation of city debt, the police department has no objection to the Council granting a new one-year liquor license for Blue Owl Bar.

COUNCIL ACTION FORM

SUBJECT: REQUESTS FOR MAIN STREET FARMERS' MARKET

BACKGROUND:

The Ames Chamber of Commerce is planning to host the annual Main Street Farmers' Market this summer, which will take place on the 300 and 400 blocks of Main Street and on Burnett Avenue from Main Street to the U.S. Bank drive-through. The Market will operate on 26 Saturdays from May 5th to October 27th from 8:00 a.m. to 12:30 p.m. To facilitate set-up and teardown, streets and parking spaces need to be closed from 5:00 a.m. to 1:30 p.m. each day.

To facilitate the event, organizers request a blanket Temporary Obstruction Permit and blanket Vending License for the entire Central Business District from 8:00 a.m. to 1:30 p.m. each day of the Market, which will allow downtown businesses who file an insurance certificate with the City to display items for sale on the sidewalks. The Chamber has requested that the \$50 Vending License fee be waived.

Organizers have also requested the use of Tom Evans Plaza between the hours of 5:00 a.m. and 1:30 p.m. for vendor booths and entertainment. As in previous years, this space would be used for entertainment and educational activities for children and families. However, to prevent damaging the turf in the plaza, vendors will not be permitted to use Tom Evans Plaza.

The use of electricity in Tom Evans Plaza, along Main Street and on Burnett Avenue has also been requested. Organizers have requested a waiver of the \$1 per day fee for use of electricity.

To facilitate the Market, organizers have also requested that the two- and four-hour limits on parking in CBD Lots X and Y be waived during Market hours. Additionally, 75 metered parking spaces will be closed for 4.5 metered hours each day the Market operates. **City staff estimates that this will result in a loss of \$1,755 to the Parking Fund at the present metered parking rate. Assuming the City Council proceeds with its intended increases to metered parking rates this summer, the lost parking revenue from this event will increase as well.**

Market organizers have requested that the meter fees be waived because the Market is a non-profit organization, and in return the City would be included as a sponsor on all Market advertising materials. **In the past three years, the City Council waived all meter fees for this event.**

ALTERNATIVES:

1. Approve the requested street and parking space closures from 5:00 a.m. to 1:30 p.m. on Saturdays from May 5 to October 27, use of Tom Evans Plaza for entertainers, use of City electrical outlets, a blanket Temporary Obstruction Permit, a blanket Vending License, suspend parking enforcement in CBD Lots X and Y from 6:30 a.m. to 1:30 p.m. each of the affected days, and waive the fee for the Vending License, electricity use, and lost parking meter revenue.
2. Approve the requests as stated in Alternative No. 1, but require Farmers' Market to reimburse the City for the Vending License, electricity use, and parking meter revenue.
3. Direct staff to work with Farmer's Market organizers to find an alternative location for the event.
4. Do not approve the requests.

MANAGER'S RECOMMENDED ACTION:

The Main Street Farmers' Market has successfully attracted visitors to the Main Street Cultural District for the last several years. It has become a signature event in Ames, enhancing the local economy and providing a family-friendly activity that showcases the Ames community.

It is therefore the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.



February 21, 2018

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

Dear Honorable Mayor Haila and City Council,

The Ames Chamber of Commerce is planning to hold the sixth season of the *Ames Main Street Farmers' Market* this summer. The event is scheduled to be held on the 300 and 400 block of Main Street every Saturday from May 5th to October 27th, 8:00AM to 12:30PM (the road is scheduled to be closed from 5:00AM to 1:30PM to allow for setup, teardown, and cleanup). The 26-week event will showcase the area's best farmers, crafters, artist and prepared food experts as well as offering weekly live entertainment and children's activities. At this time, Ames Chamber of Commerce asks the City Council to consider four specific requests:

1. The Ames Chamber of Commerce requests a Blanket Vending Permit for the entire CBD to allow businesses to sell merchandise outside their stores if they so choose. The Chamber of Commerce further requests the fee be waived as any businesses selling products on the sidewalk are members.
2. The Ames Chamber of Commerce requests free use of electricity along the 300 and 400 Blocks of Main Street and for the outlets in the Tom Evans Park.
3. The Ames Chamber of Commerce requests that the fee be waived for the parking meters on the 300 and 400 Blocks during the Ames Main Street Farmers' Market as the Market is a Non-Profit organization. In return the City of Ames would be considered a Sponsor of our Ames Main Street Farmers' Market and would be included in all advertising, newsletters and on our Website. For the 26-week period the Market brings conservatively 60,000 - 72,000 people to the Main Street Cultural District. The benefit from these visitors coming to the Market will increase income in parking, shopping and eating in our beautiful city.
4. The Ames Chamber of Commerce also requests that that any timed, 2hr or 4 hr. parking fees in the back lots of the 300 and 400 Blocks of Main street be waived from 6:30am to 1:30pm during the Market season.

Thank you for your consideration of these requests and continued support of downtown Ames. We look forward to seeing you during our eighth year of the Ames Main Street Farmers' Market throughout the 2018 season.

Sincerely,

A handwritten signature in dark ink, reading 'Lojean Petersen' in a cursive script.

Lojean Petersen
Ames Main Street Farmers' Market Manager

304 Main Street, Ames, IA 50010 | 515.232.2310 | Ames Chamber of Commerce



SPECIAL EVENT APPLICATION

SUMMARY OF EVENT

DESCRIPTION

Event Name Ames Main Street Farmers' Market

Description

The Ames Main Street Farmers' Market would like to hold the Market in the 300 and 400 blocks of Main Street, including the Tom Evans Park and south half of Burnett Street which is the same location as last year. The event is scheduled for every Saturday between May 5th through October 27th, 2018. We would close the streets from 5:00 am and have them back open at 1:30 pm. We have "No Parking" signs made to put on the parking meters telling of the the no parking between those hours. We put these signs on the meters Friday night at 6 pm. The open hours of the Market are from 8am to 12:30 pm.

During the 24 week event we will showcase the area's best local produce farmers, craftsmen, artist and prepared food vendors. as well as offering weekly live entertainment and children's activities.

Last year we had a total of 119 Vendors join us with approximately 78.000 visitors joining us during our 26 week season last year. It was a very successful year for the Ames Main Street Farmers' Market and the Vendors that participated. We believe it will just continue to grow and get better as we continue to promote this exciting and vibrant event in the heart of our downtown.

Event Category

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

Anticipated Attendance

Total 78000 Per Day 3000

DATE/TIME

Setup	Date <u>5/5/18</u>	Time <u>5:00 am</u>	Day of Week <u>Saturday</u>
Event Starts	Date <u>5/5/18</u>	Time <u>8 am</u>	Day of Week <u>Saturday</u>
Event Ends	Date <u>5/5/18</u>	Time <u>12:30 pm</u>	Day of Week <u>Saturday</u>
Teardown Complete	Date <u>5/5/18</u>	Time <u>1:30 pm</u>	Day of Week <u>Saturday</u>

Rain Date, if applicable This is the schedule every Saturday through

Rain Location, if applicable _____

LOCATION

Region

(Select one or more)

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

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

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

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

CONTACTS

Host Organization

Ames Chamber of Commerce

Local Contact *(Required)*

Name

Lojean Petersen

Address

304 Main Street

Telephone

515-232-2310

Cell Phone

515-520-0702

Email

amesfarmersmarket@ameschamber.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

--

COUNCIL ACTION FORM

SUBJECT: PURCHASE OF ALLEY BETWEEN NORTH DAKOTA AVENUE AND DELAWARE AVENUE (BETWEEN TORONTO STREET AND RELIABLE STREET)

BACKGROUND:

On January 24, 2017, the City Council adopted Resolutions approving the sale of vacated portions of the alley between North Dakota Avenue and Delaware Avenue (between Toronto Street and Reliable Street) to adjacent property owners Le and Joan Lubka and Lile Parker Fox. The alley in question (located in Block 8 of the Original Town of Ontario) had been vacated by Ordinance No. 2688 on November 8, 1978. **Upon being sent for recording, the Auditor's Office notified the City that the Quit Claim Deeds contained incomplete legal descriptions. Since those legal descriptions had also been used for the Notices of Public Hearing, it is necessary to republish the Notices and record Deeds that contain the correct legal description.** The Utility Easements from Le and Joan Lubka and Lile Parker Fox will also be corrected and re-recorded since they contained the same inaccurate legal descriptions. The Legal Department has prepared Corrective Quit Claim Deeds and Easements.

ALTERNATIVES:

1. Set the date of public hearing for April 10, 2018, on the sale of the vacated right-of-way (portion of alley) between North Dakota Avenue and Delaware Avenue (between Toronto Street and Reliable Street).
2. Do not set the date of public hearing.

MANAGER'S RECOMMENDED ACTION:

It is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby setting the date of public hearing for April 10, 2018, on the sale of the vacated right-of-way (portion of alley) between North Dakota Avenue and Delaware Avenue (between Toronto Street and Reliable Street).

COUNCIL ACTION FORM

SUBJECT: **VACATION AND CONVEYANCE OF APPLE PLACE AND PEACH
LANE RIGHT-OF-WAY TO THE OLD ORCHARD/CREEKSIDE
MOBILE HOME PARK**

BACKGROUND:

City of Ames staff has been approached by the owner of the Old Orchard/Creekside Mobile Home Park about vacating and acquiring Apple Place and Peach Lane right-of-way. **These are strictly internal streets to the park that provide access to the residents and an existing electric substation.**

In 1976, Apple Place and the west 203 feet of Peach Lane was dedicated to the City by the owners of the Old Orchard/Creekside Mobile Home Park. That dedication included a 3-foot-wide easement along both sides for snow removal and access to signs (See Attachment A). Since that time, the pavement in these areas has begun to deteriorate and needs repair. The owners of the mobile home park have requested that Apple Place and Peach Lane, along with the 3-foot-wide easement, be vacated and conveyed back to them so that they can repair the street pavement and have access control for parking issues that arise during Iowa State athletic events. They are also asking that the charges normally assessed when acquiring vacated right-of-way be waived.

If approved, the entire vacated area (not including the 3-foot-wide easement), along with additional area to the north and south along former S Riverside Drive, will be retained as a City access and utility easement (See Attachment B). **This easement area would maintain service access to the electric substation and existing utilities.** It is understood that the new easement will need to be signed by the property owner prior recording of this vacation and conveyance request.

Attachment A is the vacation plat and shows the area requested to be vacated. Attachment B shows the proposed access and utility easement that will be acquired upon approval of this street vacation.

ALTERNATIVES:

1. a. Set the date of public hearing as April 10, 2018 for the first reading to approve the vacation of Apple Place and a portion of Peach Lane.
- b. Set the date of public hearing as April 24, 2018 to approve the conveyance of vacated Apple Place and Peach Lane right-of-way to the owners of the Old Orchard/Creekside Mobile Home Park and waive the applicable charges.

2. a. Set the date of public hearing as April 10, 2018 for the first reading to approve the vacation of Apple Place and a portion of Peach Lane.

b. Set the date of public hearing as April 24, 2018 to approve the conveyance of vacated Apple Place and Peach Lane right-of-way to the owners of the Old Orchard/Creekside Mobile Home Park for the amount of \$41,438, as determined by City's standard formula.
3. Reconsider the vacation of Apple Place and Peach Lane.

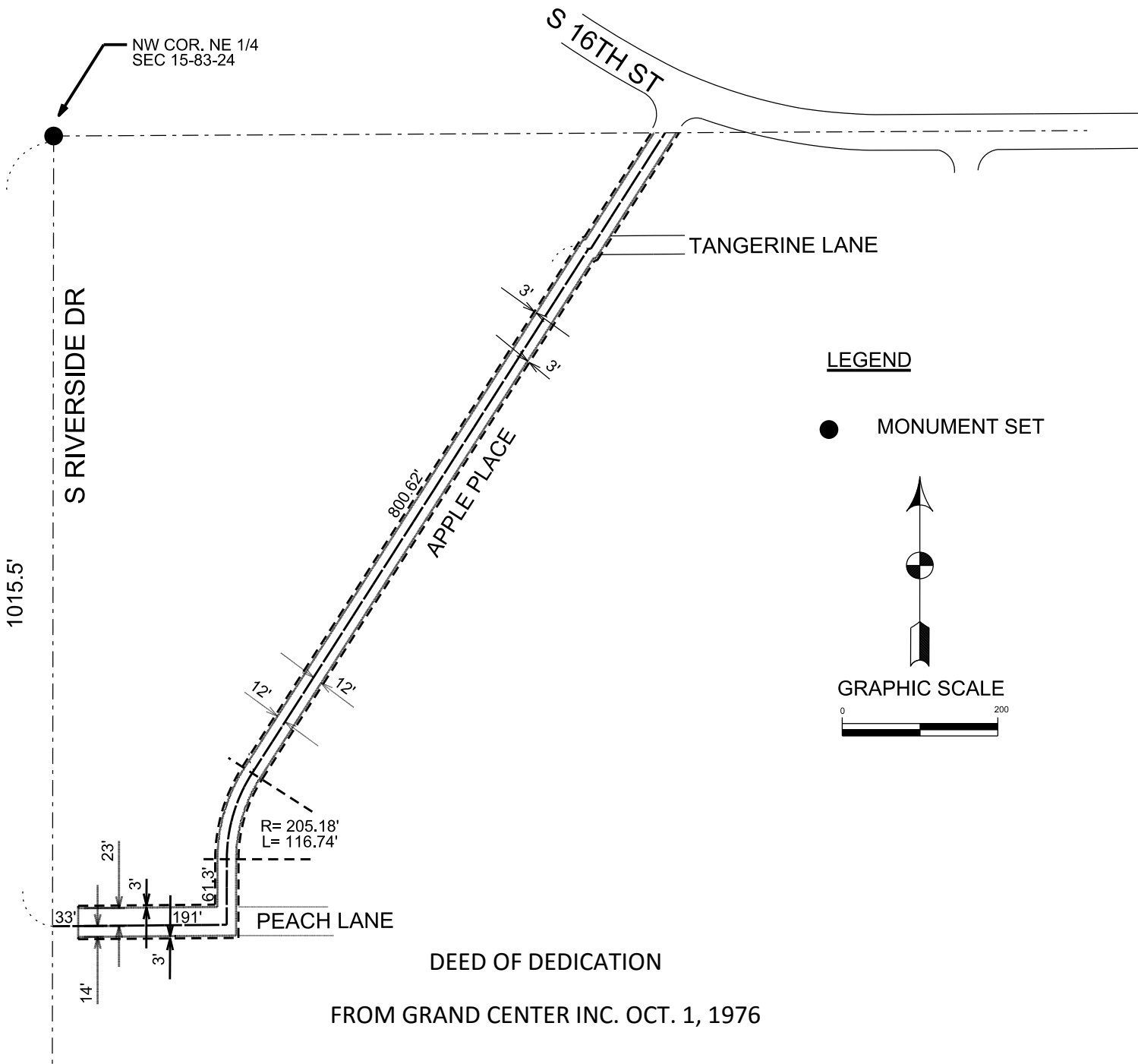
MANAGER'S RECOMMENDED ACTION:

Because this road section is currently City right-of-way, all costs associated with maintenance and repair currently are the responsibility of the City. Vacation of the existing Apple Place and Peach Lane right-of-way and conveyance to the property owners of the Old Orchard/Creekside Mobile Home Park will allow them to make improvements to the existing street pavement and control access to the area during special events at ISU. The value of the vacated land as calculated by the City's standard formula is \$41,438, which is substantially less than the estimated costs for the repairs on these streets of \$433,000. **Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.**

Retaining the vacated area as an access and utility easement will provide the City with continued service access to the existing electric substation and utilities. Therefore, **it important to note that if action is taken on April 24, 2018 to convey the vacated right-of-way, it should be conditioned on receiving a signed new easement from the property owner prior to recording the vacation and conveyance of the current easement area.**

EXHIBIT 'A'

VACATION PLAT
CITY OF AMES, IOWA ENGINEERING DIVISION
DATE: 2/23/2018



A STRIP OF LAND TWENTY-FOUR (24) FEET WIDE, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF THE NORTHEAST QUARTER OF SECTION 15, TOWNSHIP 83 NORTH, RANGE 24 WEST OF THE 5TH P.M. IN THE CITY OF AMES, STORY COUNTY, IOWA, THENCE SOUTH 1015.5 FEET; THENCE NORTH 89° 26' EAST 33 FEET TO THE POINT OF BEGINNING; 23 FEET NORTH AND 14 FEET SOUTH OF A LINE DESCRIBED AS FOLLOWS: CONTINUING NORTH 89° 26' EAST 191 FEET; THENCE 12 FEET EACH SIDE OF THE FOLLOWING DESCRIBED CENTER LINE: NORTH 0° 00' EAST 84.3 FEET TO THE POINT OF BEGINNING A 205.18 FOOT RADUIS CURVE CONCAVE TO THE NORTHEAST; THENCE NORTHEASTERLY ALONG SAID CURVE A DISTANCE OF 116.74 FEET, THENCE NORTH 32° 36' EAST 800.62 FEET; THENCE NORTH 89° 35' 50" EAST 3.0 FEET; THENCE NORTH 32° 36' EAST TO THE NORTH LINE OF THE NORTHEAST QUARTER OF SECTION 15, TOWNSHIP 83 NORTH, RANGE 24 WEST OF THE 5TH P.M., IN THE CITY OF AMES, STORY COUNTY, IOWA.

THE UNDERSIGNED DOES FURTHER GRANT TO THE CITY OF AMES, IOWA A PERPETUAL EASEMENT OVER (3) THREE FEET ON EITHER SIDE OF SAID PUBLIC PLACE FOR SNOW REMOVAL USE AND PLACEMENT OF CITY AND TRAFFIC SIGNS.

RECORDED IN BOOK 157, PAGE 271 OF MISC., OCT. 14, 1976.

DATE
2/23/18
SCALE
1" = 200'
DRAWN
MD
FIELD BOOK
1
SHEET 1

EXHIBIT 'B'

PERMANENT INGRESS, EGRESS, AND UTILITY EASEMENT
CITY OF AMES, IOWA ENGINEERING DIVISION

DATE: 2/23/2018

A PARCEL OF LAND LOCATED IN THE WEST HALF OF THE NORTHEAST QUARTER OF SECTION 15,
TOWNSHIP 83 NORTH, RANGE 24 WEST OF THE 5TH P.M., IN THE CITY OF AMES, STORY COUNTY, IOWA,
DESCRIBED AS FOLLOWS:

COMMENCING AT THE NORTHWEST CORNER OF THE NORTHWEST QUARTER OF THE NORTHEAST
QUARTER OF SECTION 15, TOWNSHIP 83 NORTH, RANGE 24 WEST OF THE 5TH P.M., CITY OF AMES,
STORY COUNTY, IOWA. THENCE S 00°04'55" W ON THE WEST LINE OF THE NORTHEAST QUARTER OF
SAID SECTION 15, A DISTANCE OF 971.47 FEET TO A POINT ON THE SOUTH RIGHT-OF-WAY OF THE
FORMER C & NW RAILROAD, ALSO BEING THE POINT OF BEGINNING; THENCE N 32°42'23" E ON SAID
SOUTH RIGHT-OF-WAY LINE, A DISTANCE OF 55.64 FEET; THENCE S 00°04'55" W, A DISTANCE OF 53.78
FEET; THENCE S 87°35'20" E, A DISTANCE OF 157.35 FEET; THENCE 30.95 FEET ALONG A 25 FOOT
RADUIS CURVE TO THE LEFT, WITH A CHORD BEARING OF N 44°42'03" E, A CHORD DISTANCE OF 29.01
FEET; THENCE N 04°02'48" E, A DISTANCE OF 35.21 FEET; THENCE 126.92 FEET ALONG A 219.40 FOOT
RADUIS CURVE TO THE RIGHT, WITH A CHORD BEARING N 16°27'47" E, A CHORD DISTANCE OF 125.16
FEET; THENCE N 32°39'46" E TO A POINT ON THE NORTH LINE OF SAID NORTHEAST QUARTER OF SAID
SECTION 15, A DISTANCE OF 966.13 FEET; THENCE N 89°41'35" E ON SAID NORTH LINE, A DISTANCE OF
28.60 FEET; THENCE S 32°39'46" W, A DISTANCE OF 981.78 FEET; THENCE 113.16 FEET ALONG A 195.40
FOOT RADUIS CURVE TO THE LEFT, WITH A CHORD BEARING OF S 16°28'08" W, A CHORD DISTANCE OF
111.58 FEET; THENCE S 00°04'50" W, A DISTANCE OF 93.76 FEET; THENCE N 87°35'20" W, A DISTANCE
OF 204.21 FEET; THENCE S 00°04'55" W, A DISTANCE OF 429.40 FEET; THENCE N 89°55'06" W, A
DISTANCE OF 5.00 FEET; THENCE S 00°04'55" W, TO A POINT ON THE NORTH RIGHT-OF-WAY LINE OF
STATE HIGHWAY 30, A DISTANCE OF 114.76 FEET; THENCE S 89°31'59" W, ON SAID NORTH RIGHT-OF-
WAY, TO A POINT ON SAID WEST LINE OF THE NORTHEAST QUARTER OF SECTION 15, A DISTANCE OF
25.00 FEET; THENCE N 00°04'55" E ON SAID WEST LINE, A DISTANCE OF 587.35 FEET TO THE POINT OF
BEGINNING.

SAID PARCEL CONTAINS 52,947.9 SF (1.21 AC)

NOTE: ALL BEARINGS ARE ASSUMED.

MYRON G
DARINGER
19758

LICENSED PROFESSIONAL LAND SURVEYOR
IOWA

I HEREBY CERTIFY THAT THIS LAND SURVEYING DOCUMENT WAS
PREPARED AND THE RELATED SURVEY WORK WAS PERFORMED
BY ME OR UNDER MY DIRECT PERSONAL SUPERVISION AND THAT
I AM A DULY LICENSED PROFESSIONAL LAND SURVEYOR UNDER
THE LAWS OF THE STATE OF IOWA.

MYRON G DARINGER

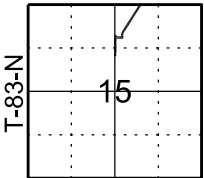
DATE

PRINTED OR TYPED NAME

MY LICENSE RENEWAL DATE IS DECEMBER 31, 2019

PAGES OR SHEETS COVERED BY THIS SEAL:

VICINITY SKETCH
STORY COUNTY IOWA
R-24-W

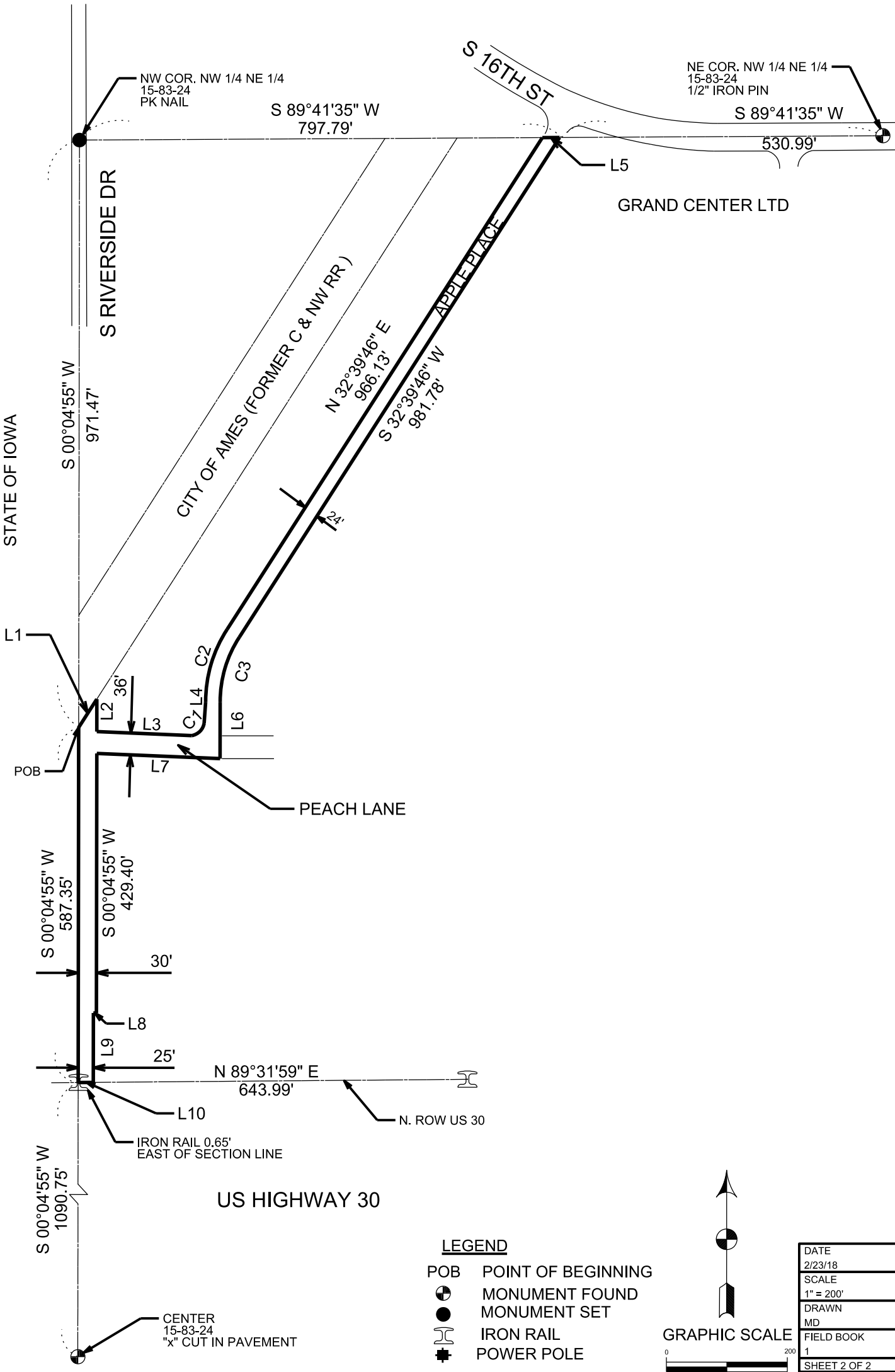


DATE
2/23/18
SCALE
DRAWN
MD
FIELD BOOK
1
SHEET 1 OF 2

EXHIBIT 'B'

PERMANENT INGRESS, EGRESS, AND UTILITY EASEMENT
CITY OF AMES, IOWA ENGINEERING DIVISION

DATE: 2/23/2018



COUNCIL ACTION FORM

SUBJECT: ENCROACHMENT PERMIT FOR A SIGN AT 2320 LINCOLN WAY

BACKGROUND:

Chesnut Signs is seeking approval for an encroachment permit that would allow a sign to hang in the public way at 2320 Lincoln Way. The proposed sign is for BlockONE student apartments, and it will be a projecting sign mounted to the north façade of the building. It will extend approximately 5.83 square feet over the sidewalk, but not affect use of the sidewalk.

The sign permit application for the proposed sign has been reviewed by the Inspections Division and complies with all regulations regarding signage. The sign permit application is pending approval contingent on the approval of the encroachment permit.

Chapter 22.3(3) of the Ames Municipal Code requires approval of the Encroachment Permit Application by the Ames City council before the permit can be issued. By signing the agreement, the owner and tenant agree to hold harmless the City of Ames against any loss or liability as a result of the encroachment, to submit a certificate of liability insurance which protects the City in case of an accident, and to pay the fee for the encroachment permit. The owner and tenant also understand that this approval may be revoked at any time by the City Council. The fee for this permit was calculated at \$25, and the full amount has been received by the City Clerk's Office along with the certificate of liability insurance.

ALTERNATIVES:

1. Approve the request.
2. Deny the request.

MANAGER'S RECOMMENDED ACTION:

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



APPLICATION FOR ENCROACHMENT PERMIT

An Encroachment Permit approved by the Ames City Council is required for anything of a "fixed character" which is "upon, over or under" the surface of any "street, alley, or sidewalk."

Address of Encroachment: 2320 LINCOLN WAY

Type of Encroachment: Sign
(If the encroachment is a sign, please apply for a sign permit through the Inspections Division.)

Total Square Feet of the Area to Encroach: 7 x 9.83 (See attached submittal guidelines.) 10' x 14' = 840'
~9.83 sq ft

Applicant is: ☐ Property Owner ☐ Tenant ☒ Contractor

Name of Applicant: Chesnut Signs Phone: 515-243-8112

Mailing Address: 971 NE Broadway Ave Email: miranda@chesnutsigns.com
Des Moines IA 50313

Property Owner's Name: Gilbane Development Phone: 401-456-5658
240 Lincoln Way, LLC

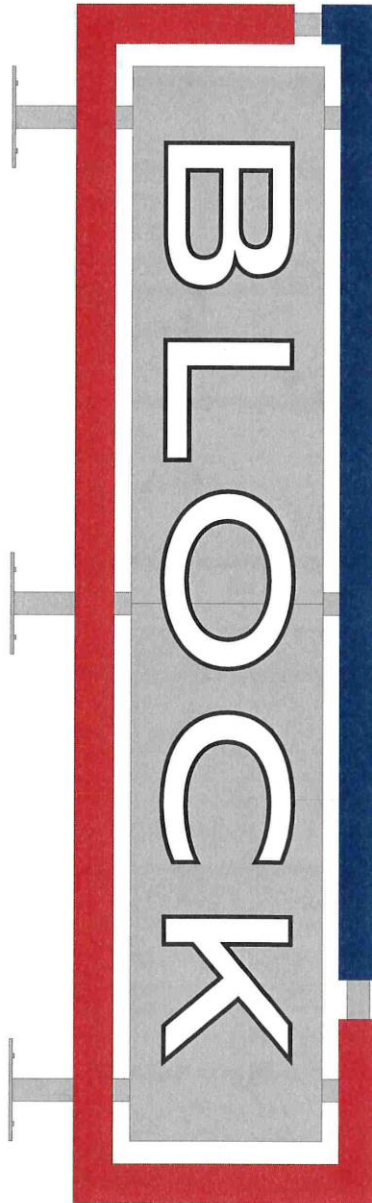
Mailing Address: 7 Jackson Walkway Email: chadwick@gilbane.co.com
Providence, RI 02903

These items must be submitted with your application prior to approval of the permit:

1. An Encroachment Permit Agreement approved as to form by the City Attorney and signed by the owner of the building where the encroachment will occur (obtained from the City Clerk's Office).
2. A sketch of the encroaching item (i.e., sign, canopy, awning, etc.) drawn to scale.
3. A sketch showing the placement of the encroaching item on the property.
4. An insurance certificate with comprehensive general liability coverage in an amount of not less than \$500,000 combined single limit naming the City of Ames as an additional insured on the policy. Said certificate must be accompanied with a copy of Endorsement CG 2013.
5. A fee to be determined by the City's Building Official. The fee is \$1.00 per square foot of the encroachment or a minimum of \$25.00.

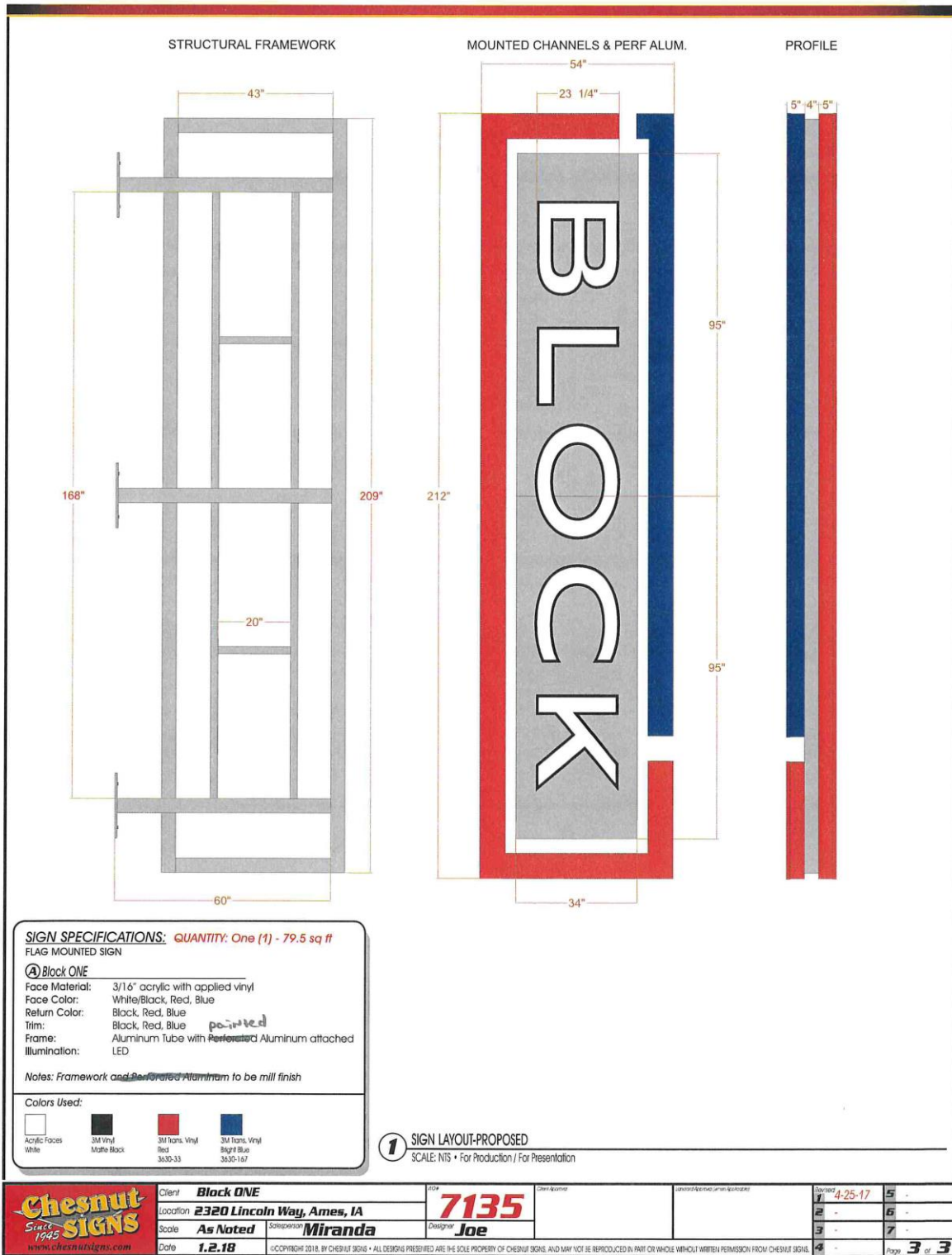
Applicant's Signature: [Signature] Date 2/20/2018

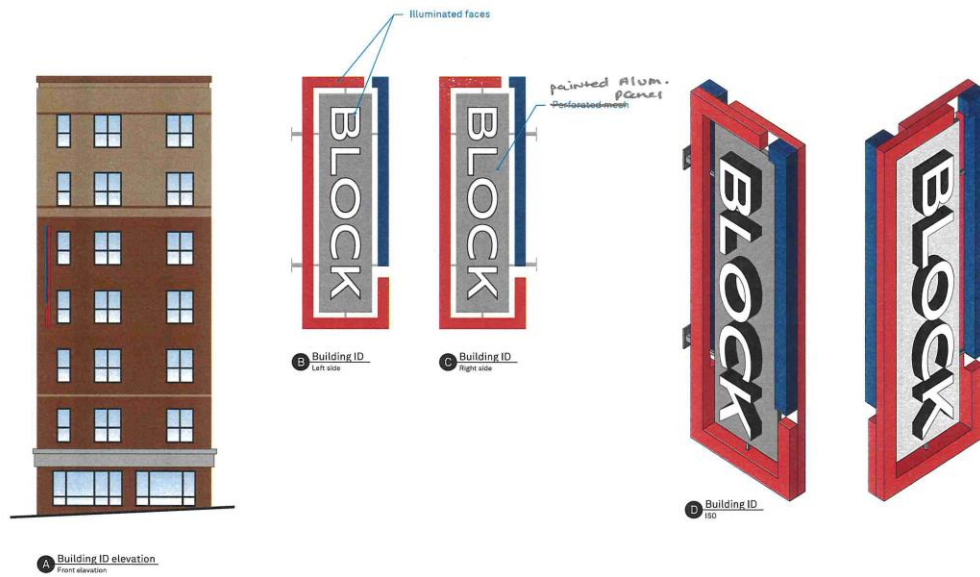
Property Owner's Signature (If different): [Signature] Date 2/20/2018



1 SIGN LAYOUT-PROPOSED
SCALE: NTS • For Production / For Presentation

 Since 1945 www.chesnutsigns.com	Client Block ONE		7135 Designer Joe	Where acquired	Additional notes (use back or separate sheet)	Drawn 1 4-25-17	5	-
	Location 2320 Lincoln Way, Ames, IA					2 1-2-18	6	-
	Scale As Noted					3	-	7
	Salesperson Miranda					4	-	8
	Date 1.2.18					©COPYRIGHT 2018, BY CHESNUT SIGNS • ALL DESIGNS PRESENTED ARE THE SOLE PROPERTY OF CHESNUT SIGNS, AND MAY NOT BE REPRODUCED IN PART OR WHOLE WITHOUT WRITTEN PERMISSION FROM CHESNUT SIGNS.		





BUILDING ID. OPTION 2



Block One
2320 Lincoln Way,
Ames, IA

Y YOUNTS DESIGN INC.
D 3600 Clipper Mill Rd, Suite 410
I Baltimore, MD 21211
443.825.4100

Package Name
B1_blade_sign_concept
Round 1

Phase
Concept

07/14/2017
Page
05



BUILDING ID. OPTION 2



Block One
2320 Lincoln Way,
Ames, IA

Y YOUNTS DESIGN INC.
D 3600 Clipper Mill Rd, Suite 410
I Baltimore, MD 21211
443.825.4100

Package Name
B1_blade_sign_concept
Round 1

Phase
Concept

07/14/2017
Page
04

COUNCIL ACTION FORM

SUBJECT: PRELIMINARY APPROVAL OF PLANS AND SPECIFICATIONS AND NOTICE TO BIDDERS FOR WATER TREATMENT PLANT FIVE-YEAR LIME SLUDGE DISPOSAL PROJECT

BACKGROUND:

The City of Ames Water Treatment Plant (WTP) is a conventional lime-softening facility. The WTP generates approximately 28,000 wet tons of lime sludge each year. The lime sludge, a by-product of the softening process, consists primarily of calcium carbonate and magnesium hydroxide and is discharged from the treatment process into storage lagoons located west of the WTP. To continue to have adequate lime sludge storage, the storage lagoons are cleaned out annually. Once removed from the storage lagoons, the lime sludge is applied to agricultural land as a soil conditioner. For the past 25 years, the WTP has used land application as the primary disposal method.

On May 28, 2013, City Council awarded a 5-year contract to Wulfekuhle Injection and Pumping, Inc. of New Vienna, Iowa for the removal of 28,000 wet tons of lime sludge each year at the unit cost of \$10.99 per wet ton. Also included were mobilization and dust control charges totaling \$8,500 each year. **The current 5-year contract for cleaning out the lime sludge lagoons and disposing of the lime sludge was completed successfully and will end on June 30, 2018. Staff is asking Council to approve preliminary plans and specifications and to issue Notice to Bidders for a new five-year cycle of the lime sludge disposal program.**

The project plans and specifications detail the lime sludge disposal process and timeline to be used for this five-year cycle. The specifications call for a one-year contract with four one-year renewal options. The initial contract will be effective through June 30, 2019. Future-year renewals will be based on satisfactory performance during the prior year and on the City Council appropriating funds.

The FY 2018/19 Water Treatment Plant operating budget for lime sludge disposal includes \$381,806 to remove 28,000 wet tons of lime sludge, based on an estimate of \$11.54 per wet ton plus mobilization, dust control, and a contingency.

ALTERNATIVES:

1. Grant preliminary approval of plans and specifications and issue a Notice to Bidders for a five-year lime sludge disposal contract, setting April 26, 2018 as the bid due date and setting May 8, 2018 as the date of public hearing and award.
2. Do not approve plans and specifications at this time.

MANAGER'S RECOMMENDED ACTION:

The current contract to dispose of lime sludge at the WTP will expire on June 30, 2018. It is in the City's best interest to continue lime sludge disposal operations to ensure that adequate lime sludge storage is available. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.

COUNCIL ACTION FORM

SUBJECT: 2018/19 PAVEMENT RESTORATION PROGRAM (SLURRY SEAL)

BACKGROUND:

This is an annual program for preventative and proactive maintenance activities on City streets. This program allows for a wide variety of pavement maintenance techniques to preserve and enhance City street infrastructure. The techniques in this program are typically more specialized or larger in scope than can be performed with City street maintenance staff. The goal of projects in this program will be to repair and extend the lifespan of the City streets.

This Slurry Seal Program will level dips in joints and provided a new thin wearing surface for traffic. This work will take place predominately in residential areas. Work in all locations will be coordinated with other local projects to minimize traffic disruptions.

Staff has completed plans and specifications with **estimated costs** of **\$246,726.90**. Road Use Tax funding is programmed in the amount of \$250,000 in the 2018/19 Pavement Restoration Program and \$97,195 is available in previous project savings from the 2017/18 Pavement Restoration Program. This brings **available funding** to **\$347,195**.

ALTERNATIVES:

1. Approve the 2018/19 Pavement Restoration – Slurry Seal Program by establishing April 18, 2018, as the date of letting and April 24, 2018, as the date for report of bids.
2. Do not proceed with this project.

MANAGER'S RECOMMENDED ACTION:

This project and repair technique will repair and extend the lifespan of the City streets in the program and provide a better travelling experience for users of the corridors.

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

COUNCIL ACTION FORM

SUBJECT: **CONTINUOUS EMISSIONS MONITORING SYSTEM REPLACEMENT**

BACKGROUND:

This project is for replacement of the continuous emissions monitoring system (CEMS) and the Continuous Opacity Monitoring System (COMS) used on Units #7 and #8 boilers. Both systems provide continuous relative data for specific emissions required by the state issued operating permit. The current systems are outdated and it is becoming very difficult to find spare parts and maintain reliability as more and more parts become obsolete. A complete system change-out is needed.

The Engineer's estimate of the cost of this project is \$560,000.

The proposed 2018/19 Capital Improvements Plan includes \$500,000 for the materials and installation for the Continuous Emissions Monitoring System Replacement. The additional funds, if needed once a bidder is selected, will come from the Power Plant Operation and Maintenance budget.

ALTERNATIVES:

1. Approve the preliminary plans and specifications for the Continuous Emissions Monitoring System Replacement, set April 26, 2018, as the bid due date and May 8, 2018, as the date of hearing and award of contract.
2. Do not approve which would delay this critical replacement.

MANAGER'S RECOMMENDED ACTION:

This project will allow the Power Plant to replace the current CEMS and COMS. It is crucial to perform this work in order to maintain compliance with the Steam Electric Plant's operating permit and maintain reliability.

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

COUNCIL ACTION FORM

**SUBJECT: REQUEST TO WAIVE FORMAL BIDDING REQUIREMENTS AND
AUTHORIZE PURCHASE OF BLACK BOX NETWORK SERVICES 45-
MONTH COMPREHENSIVE SERVICE PLAN**

BACKGROUND:

Black Box Network Services is the City's integrated voice applications vendor. The City contracts with Black Box Network Services on an annual basis for Unify hardware and software voice maintenance services. Black Box Network Services is the sole provider of maintenance for Unify voice applications in Iowa.

Included in this maintenance is 24-hour on site hardware support, software support, remote system monitoring, software upgrades, and phone system changes for the voice, voice messaging, automatic call distribution and automated attendant applications throughout the year.

Because, some voice equipment is still on the initial warranty, the contract term is shortened the first year to make the maintenance agreement terminate December 31st.

		2017/2018	2018/2019	2019/2020	2020/2021	
Term	21 Month Cost/Month	*1st Billing - 9 mo 4/1/18- 12/31/18	2nd Billing - 1 Yr 1/1/19 - 12/31/19	3rd Billing - 1 Yr 1/1/20 - 12/31/20	4th Billing - 1 Yr 1/1/21 - 12/31/21	Total Contract Pricing:
21 Month Coverage	\$4,587.83	\$36,045.97	\$60,298.60	\$60,298.60*	\$60,298.60*	\$216,941.77
45 Month Coverage	\$4,147.39	\$32,298.12	\$54,797.20	\$54,797.20	\$54,797.20	\$196,689.72

*Subject to price increases

By entering into a 45-month agreement, the City will save \$9,249.24 the first 21 months (\$440.44/month) and at least \$20,252.05 over the full 45 month agreement term. City Council approval is required because the contract options cover more than one year.

The approved FY 2017/2018 budget includes \$33,385 for Black Box Network Services hardware and software voice maintenance.

ALTERNATIVES:

1. Waive formal bidding requirements and authorize City staff to enter into 45-month hardware and software voice maintenance agreement with Black Box Network Services at an estimated cost of \$196,689.72.
2. Waive formal bidding requirements and authorize City staff to enter into 21-month hardware and software voice maintenance agreement with Black Box Network Services at an estimated cost of \$96,344.57.

MANAGER'S RECOMMENDED ACTION:

Black Box Network Services is the sole provider of maintenance for Unify voice applications in Iowa. The agreement includes 24-hour on site hardware support, software support, remote system monitoring, software upgrades, and phone system changes for the voice, voice messaging, automatic call distribution and automated attendant applications throughout the year.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby waiving formal bidding requirements and authorizing City staff to enter into 45-month maintenance agreement with Black Box Network Services at a cost of \$196,689.72.

COUNCIL ACTION FORM

SUBJECT: LINCOLN WAY PEDESTRIAN SAFETY STUDY (PHASE II
RECOMMENDATIONS)

BACKGROUND:

On February 27, 2018, findings from Phase II of the Lincoln Way Pedestrians Safety Study were presented to City Council, which three recommended improvements to the corridor.

1. Retime the traffic signals and implement a Leading Pedestrian Interval (LPI).
2. Reconfigure the left-turn lanes at Lincoln Way & Welch (see attachment 1).
3. Construct an enhanced north-south pedestrian crossing at Lincoln Way & Stanton (see attachment 1).

The total estimated cost for these improvements is \$25,000 (attachment 2).

At the meeting in February, City Council approved the retiming plan and directed staff to develop a funding recommendation for the physical improvements at the Welch and Stanton intersections. Since that time, staff has identified \$40,000 in Road Use Tax project savings from two recent traffic signal replacements that can be utilized for these improvements.

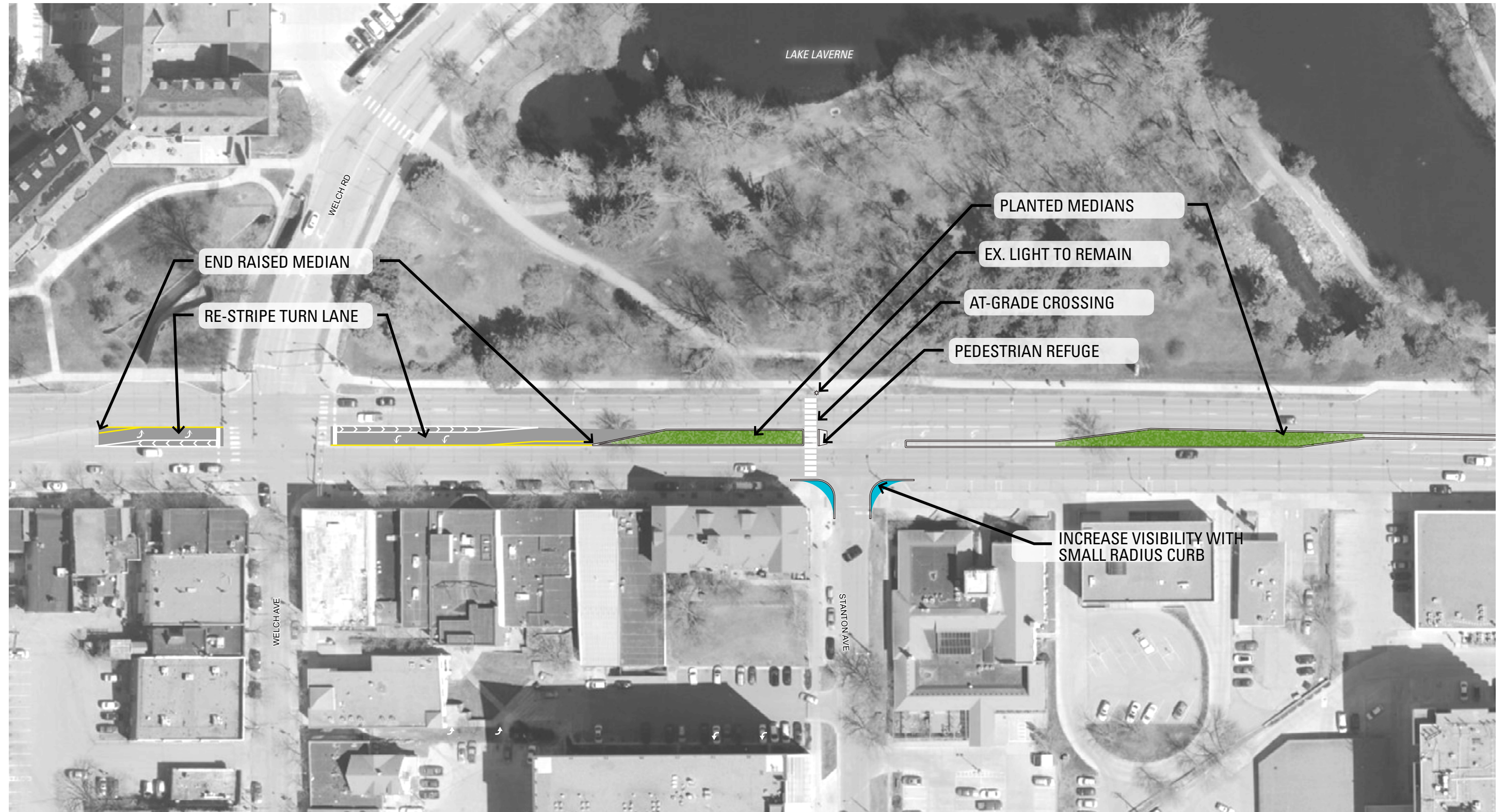
ALTERNATIVES:

1. Approve the funding from the Road Use Tax Fund in the amount of \$25,000 for the recommended improvements at the Welch and Stanton intersections.
2. Reject the recommendations.

MANAGER'S RECOMMENDED ACTION:

By moving forward with the improvements at the Welch and Stanton intersections, the City will be able to complete recommendation the recommended improvements to enhance pedestrian safety. This timing allows improvements to be in place by the time fall semester starts at ISU.

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



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Table 1. Physical Change Planning Level Cost Estimates

Location	Description	Low Cost	High Cost
Welch Avenue	Remove concrete median Reconstruct concrete median nose Repaint crosswalk Restripe turn lane Repave	\$8,500	\$10,000
Stanton Avenue – Cross Walk	Remove concrete median Repaint crosswalk Repave Curb ramps Patch median curb Curblane modifications	\$12,000	\$15,000
Stanton Avenue– Median Closure/ Barrier	Remove concrete median Remove base material Patch median curb landscaping Add soil 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	

COUNCIL ACTION FORM

SUBJECT: FLEET REPLACEMENT PROGRAM – POLICE UTILITY PATROL VEHICLES

BACKGROUND:

The Police Department utilizes Ford Police Interceptor utility vehicles for patrol activities. Two units are nearing the end of their lifecycle and a third was taken out of service due to a collision. Staff issued an invitation to bid for three replacement vehicles.

Bids were received from dealers as follows:

Bidder	Description	Price per Unit	Total
Ames Ford Lincoln	Ford Police Interceptor Utility	\$28,447.08	\$85,341.24
Stiver's Ford Lincoln	Ford Police Interceptor Utility	\$28,643.00	\$85,929.00
Charles Gabus Ford	Ford Police Interceptor Utility	\$29,285.00	\$87,855.00
Noble Auto Group	Ford Police Interceptor Utility	\$30,655.00	\$91,965.00

The low bid for the three Ford Interceptor Utilities was Ames Ford Lincoln of Ames, Iowa in the amount of \$85,341.24.

Funding for the purchase is available in the patrol replacement fund in the amount of \$342,231.

ALTERNATIVES:

1. Award a contract to Ames Ford Lincoln of Ames, Iowa, for three Ford Police Interceptor Utilities for \$85,341.24.
2. Reject the bids.

MANAGER'S RECOMMENDED ACTION:

The Police Department relies on these high-performance vehicles to conduct patrol activities. The proposed award is to the lowest bidder, and is consistent with bids typically received for vehicles of this type.

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

COUNCIL ACTION FORM

SUBJECT: **CONTRACT RENEWAL – ELECTRIC SERVICES TRANSFORMERS**

BACKGROUND:

This contract is for the purchase of transformers necessary to meet the anticipated needs of the Electric Services Department. These transformers are kept on hand in order to ensure availability which will enable staff to replace failed transformers quickly.

Typically, these transformers are used to provide service for commercial and residential applications. It is also necessary to meet the anticipated needs of the Electric Services Department for new service and maintenance activities. Transformers would be purchased by the City as requested on a quarterly basis. This provides the City with inventory management flexibility and also helps to reduce the need for extensive storage space.

On February 23, 2016, City Council awarded a contract to RESCO, Ankeny, IA, for the purchase of these transformers in accordance with unit prices bid. This contract included the option for the City to renew in one-year increments for up to four additional years. Staff recommends renewing the agreement for the period of April 1, 2018 through March 31, 2019. Council should note that this contract renewal with RESCO includes unit price increases on all the transformers on the contract as demonstrated on the attached price summary. The average price increase based on previous usage is 2.4% or \$7,441.11. **This is the third renewal out of four maximum.** Electric Services staff reviewed the increases and found them to be acceptable based on steel market conditions.

The transformers are purchased from an Electric Department inventory asset account and charged to the appropriate operations accounts as the transformers are put into use. **Council should note that no contract amount is being authorized at this time, since payments will be based on unit prices and quantities ordered.**

ALTERNATIVES:

1. Approve the contract renewal with RESCO, Ankeny, Iowa, for the purchase of Electric Services transformers in accordance with unit prices.

Transformers will be purchased quarterly. Payments will be based on unit prices and actual quantities ordered, plus applicable sales taxes.

2. Reject renewal extension and attempt to purchase electric transformers periodically at unpredictable prices.

CITY MANAGER'S RECOMMENDED ACTION:

It is important to purchase transformers at the lowest possible cost with minimal risk to the City. It is also imperative to have these transformers available to meet customer needs.

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

City of Ames, Iowa Year 3 Transformer Blanket for 4/1/2018 through 3/31/2019
Renewal options for up to 4 years 5% maximum increase each year

Type KVA	Est Qty	Sell Price 4/31/16 thru 3/31/17	Sell Price Renewal 4/1/17 to 3/31/18	Sell Price Renewal 4/1/18 to 3/31/19	NL	LL
Group I Padmount Transformers						
Division 1 Single Phase Padmount 120/240 Volts						
25	5	\$1,259.94	\$1,293.88	\$1,325.70	66	207
37.5	10	\$1,477.06	\$1,516.33	\$1,553.62	80	315
50	10	\$1,513.76	\$1,554.09	\$1,592.31	102	442
75	2	\$1,901.02	\$1,948.98	\$1,996.91	143	582
100	2	\$2,463.27	\$2,525.52	\$2,587.62	180	643
Division 2 Three Phase Padmount Transformer 120/208 Volts						
112.5	0	\$5,535.17	\$5,680.62	\$5,820.31	231	1009
150	3	\$5,674.82	\$5,824.49	\$5,967.72	318	1339
225	0	\$6,682.98	\$6,859.19	\$7,027.86	379	1864
300	3	\$8,179.41	\$8,394.90	\$8,601.33	474	2116
500	3	\$10,041.79	\$10,306.13	\$10,559.56	634	3891
750	1	\$14,586.14	\$14,969.39	\$15,337.49	843	5211
1000	1	\$15,535.71	\$15,927.56	\$16,319.22	1056	7918
Division 3 Three Phase Padmount Transformer 480Y/277 Volts, Loop Feed Switches						
300	2	\$7,469.93	\$7,666.33	\$7,854.85	487	2387
500	2	\$10,141.69	\$10,408.17	\$10,664.11	645	4311
750	2	\$12,027.52	\$12,343.88	\$12,647.42	915	4993
1000	1	\$15,322.12	\$15,724.49	\$16,111.16	1104	5915
1500	1	\$19,182.33	\$19,635.90	\$20,118.75	1630	8225
Division 4 Three Phase Padmount Transformer 277/480 Volts, Standard 55°C Rise						
2500	1	\$28,611.20	\$29,287.18	\$30,007.36	2485	12310
Group II Overhead Transformers						
Division 1 Single Phase Polemount 120/240 Volts						
5	0	\$517.42	\$531.29	\$544.35	21	58
10	0	\$592.21	\$608.21	\$623.17	30	106
15	2	\$635.25	\$652.31	\$668.35	39	160
25	6	\$818.65	\$841.03	\$861.71	62	209
37.5	1	\$967.21	\$992.83	\$1,017.24	78	330
50	5	\$1,024.59	\$1,052.31	\$1,078.19	110	442
75	2	\$1,557.38	\$1,598.98	\$1,638.30	153	576
100	1	\$2,222.34	\$2,281.03	\$2,337.12	168	651
Division 2 Single Phase Polemount Transformer 277/480 Volts						
15	1	\$628.07	\$645.13	\$660.99	42	153
25	1	\$812.50	\$833.85	\$854.35	60	220
37.5	1	\$1,017.42	\$1,045.13	\$1,070.83	84	284
50	1	\$1,020.49	\$1,048.21	\$1,073.99	104	420
75	1	\$1,620.90	\$1,663.59	\$1,704.50	134	559
100	1	\$2,091.19	\$2,146.66	\$2,199.45	170	639



CITY OF
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MEMO

To: Mayor and Members of the City Council

From: City Clerk's Office

Date: March 27, 2018

Subject: Contract and Bond Approval

There are no Council Action Forms for Item Nos. 31 and 32. Council approval of the contract and bond for these projects is simply fulfilling a *State Code* requirement.

/jr

COUNCIL ACTION FORM

SUBJECT: RIGHT-OF-WAY TREE TRIMMING & REMOVAL PROGRAM CHANGE ORDER

BACKGROUND:

In the fall of 2017, City Council approved the renewal contract for tree trimming, tree removal, and stump removal in the City right-of-way with Lawnpro, Colo, IA. Most of the contracted work is for removal of trees too large or trimming that is too high for the equipment owned by the City.

As staff has become more familiar with the right-of-way tree population, 75 trees have been identified as a hazard that need to be removed. The City's Municipal Code (Chapter 27.3.1) defines a hazard tree as a "clear and present danger to the public's safety." The original contract amount for tree trimming and tree removal for Lawnpro was \$74,543 and is not sufficient to begin removing these hazard trees. As part of the FY 2017/18 Adjusted Budget, staff requested, and City Council approved, an additional \$75,000 to begin the hazard tree removal process. Since the City already has a contract with Lawnpro and this company consistently has offered the lowest hourly labor cost from previous bid processes, staff is recommending to add the additional \$75,000 to the current Lawnpro contract. This action will increase the contract to \$149,543.

ALTERNATIVES:

1. Approve Change Order to add \$75,000 to the FY 2017/18 Right of Way Tree Trimming & Removal Contract awarded to Lawnpro, Colo,IA.
2. Do not approve the Change Order to add \$75,000 to the FY 2017/18 Right of Way Tree Trimming & Removal Contract awarded to Lawnpro and direct staff to solicit bids from other companies.
3. Refer back to Staff.

MANAGER'S RECOMMENDED ACTION:

This trimming work is an important part of maintaining the City's rights-of-way and ensuring the safety to the residents and their property. Adding the funds to an existing contract allows staff to move forward in directing Lawnpro to begin removing hazard trees in a timely manner. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.

COUNCIL ACTION FORM

SUBJECT: 2016/17 ASPHALT STREET PAVEMENT IMPROVEMENTS
(NORTHWOOD DRIVE, THOMPSON DRIVE, TRAIL RIDGE ROAD,
TRAIL RIDGE CIRCLE, AND IDAHO AVE) & 2016/17 WATER SYSTEM
IMPROVEMENTS PROGRAM #2 – WATER MAIN REPLACEMENT

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 include **Northwood Drive** (Duff Avenue to west of Thompson Drive), **Thompson Drive** (Kellogg Avenue to north circle), **Trail Ridge Road, Trail Ridge Circle**, and **Idaho Avenue** (Ontario Street to north circle). This pavement work was **coordinated with water main replacement and service transfers** on Northwood Drive, Trail Ridge Road, Trail Ridge Circle, and Westwood Drive. The programs were combined into one project due to the shared locations of the work.

On March 7, 2017 City Council awarded this project to Manatts Inc. of Ames, Iowa in the amount of \$1,767,446.74. One change order was administratively approved by staff. Change Order No. 1 (Balancing) was approved in the amount of \$4,169.20 to reflect the actual measured quantities completed during construction. **Construction was completed in the amount of \$1,771,615.94.**

Revenue and expenses for the project are summarized below:

	<u>Revenue</u>	<u>Expenses</u>
2016/17 Asphalt Street Pavement Improv.	\$ 1,250,000	
2016/17 Water System Improvements	\$ 815,000	
Water System Improvements Previous Savings	\$ 25,947	
Sanitary Sewer Rehabilitation Previous Savings	\$ 44,250	
Construction		\$ 1,771,615.94
Engineering and Administration		\$ 267,441.48
	<hr/>	<hr/>
	\$ 2,135,197	\$ 2,039,057.42

ALTERNATIVES:

1. Accept the 2016/17 Asphalt Street Pavement Improvements (Northwood Drive, Thompson Drive, Trail Ridge Road, Trail Ridge Circle, and Idaho Ave) & 2016/17 Water System Improvements Program #2 project as completed by Manatts Inc. of Ames, Iowa, in the amount of \$1,771,615.94.
2. Direct staff to pursue modifications to the project.

MANAGER'S RECOMMENDED ACTION:

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

COUNCIL ACTION FORM

**SUBJECT: POWER PLANT FUEL CONVERSION – BID NO. 1 – TURBINE
CONTROL SYSTEM – CONTRACT COMPLETION**

BACKGROUND

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

Presently, the City of Ames has one open contract with General Electric (GE) pertaining to the conversion of the Power Plant (from coal to natural gas). This contract provides for the retrofit replacement of the turbine-generator controls on Units 7 and 8. On April 14, 2015, City Council awarded a contract to GE Energy Control Solutions, Inc., Longmont, CO for Bid No. 1 Turbine Control System in the amount of \$814,920. **This aspect of the conversion project is to purchase new Turbine Control Systems (TCS) for both Unit 7 and Unit 8.**

There were six change orders to this contract.

Change Order No. 1 for \$244,731 was for the procurement of digital generator voltage regulator/excitation controls for Units 7 and 8.

Change Order No. 2 for \$34,000 was of the procurement of 1) two TVIB vibration cards; and 2) hardware, software, and technical support to conduct the Unit 7 factory acceptance test.

Change Order No. 3 for \$0 was for clarifying that the equipment purchased under this contract is considered personal tangible property in regard to sales taxes.

Change Order No. 4 for \$16,853.64 was for the procurement of three replacement parts (2 terminal boards and 1 connector) for the Mark VIe turbine-generator controls for Unit 7.

Change Order No. 5 for \$41,760 was for GE to provide additional "technical direction" for the installation of the new General Electric (GE) "Mark VIe" turbine-generator control system that replaced the original mechanical-hydraulic control system on Unit 8 turbine-generator.

Change Order No. 6 for \$7,441.96 was for the procurement of one terminal board to replace a faulty terminal board in Unit 8's Mark VIe control cabinet.

The total contract amount including these six change orders is \$1,159,706.60.

The Engineer's estimate of the cost for this phase of the project was \$1,161,000. The current approved Capital Improvements Plan includes \$18,473,011 for the Unit 7 and Unit 8 fuel conversion. The complete project budget to date is shown on page 3.

All of the requirements of the contract have been met by GE Energy Control Solutions and City staff engineer has provided a certificate of completion.

ALTERNATIVES:

- 1) Accept completion of the contract with GE Energy Control Solutions., Longmont, CO for the Bid No. 1 Turbine Control System at a total cost of \$1,159,706.60, and authorize final payment to the contractor.
- 2) Delay acceptance of this contract.

MANAGER'S RECOMMENDED ACTION:

The contractor for the Bid No. 1 Turbine Control System has supplied all of the equipment specified under the contract. City staff engineer has issued a certificate of completion on the work, and the City is legally required to make final payment to the contractor.

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

PROJECT BUDGET

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

\$18,473,011	Current Project Budget
	<u>Sargent & Lundy, LLC</u>
\$1,995,000	Encumbered not-to-exceed amount for Engineering Services
\$2,395,000	Engineering Services Contract Change Order No. 1
\$174,000	Engineering Services Contract Change Order No. 2
\$154,000	Engineering Services Contract Change Order No. 3
	<u>GE Power Inc.</u>
\$3,355,300	Contract cost for Natural Gas Conversion Equipment
\$29,869	Equipment Contract Change Order No. 1
(-\$321,600)	Equipment Contract Change Order No. 2
(-\$51,000)	Equipment Contract Change Order No. 3
\$1,620	Equipment Contract Change Order No. 4
\$0	Equipment Contract Change Order No. 5
\$19,857	Equipment Contract Change Order No. 6
\$62,310	Equipment Contract Change Order No. 7
\$121,360	Equipment Contract Change Order No. 8
	<u>Emerson Process Management Power & Water Solutions, Inc.</u>
\$1,595,000	Contract cost for DCS equipment
\$39,377	DCS Contract Change Order No. 1
\$12,611	DCS Contract Change Order No. 2
\$0	DCS Contract Change Order No. 3
\$326,067.31	DCS Contract Change Order No. 4
	<u>GE Energy Control Solutions, Inc.</u>
\$814,920	Contract cost for TCS equipment Bid 1
\$244,731	TCS Bid 1 Contract Change Order No. 1
\$34,000	TCS Bid 1 Contract Change Order No. 2
\$0	TCS Bid 1 Contract Change Order No. 3
\$16,854	TCS Bid 1 Contract Change Order No. 4
\$41,760	TCS Bid 1 Contract Change Order No. 5
\$7,441.96	TCS Bid 1 Contract Change Order No. 6
	<u>General Electric International, Inc.</u>
\$186,320	Contract Cost for Turbine Steam Seal System - TCS Bid 2
\$24,536	TCS Bid 2 Contract Change Order No. 1

\$150,000	TCS Bid 2 Contract Change Order No. 2
\$0	TCS Bid 2 Contract Change Order No. 3
\$9,208.42	TCS Bid 2 Contract Change Order No. 4
	<u>Henkel Construction Co.</u>
\$898,800	Contract cost for Control Room Installation General Work Contract
\$66,782	Control Room Contract Change Order No. 1
\$17,683.54	Control Room Contract Change Order No. 2
	<u>TEI Construction Services, Inc.</u>
\$1,572,019	Contract cost for Mechanical Installation General Work Contract
\$8,750	Mechanical Contract Change Order No. 1
\$156,131	Mechanical Contract Change Order No. 2
\$187,984	Mechanical Contract Change Order No. 3
\$9,785.37	Mechanical Contract Change Order No. 4
\$3,032.17	Mechanical Contract Change Order No. 5
\$7,725.98	Mechanical Contract Change Order No. 6
\$3,032.16	Mechanical Contract Change Order No. 7
\$21,673.58	Mechanical Contract Change Order No. 8
\$175,496.89	Mechanical Contract Change Order No. 9
\$48,486.22	Mechanical Contract Change Order No. 10
\$12,539.88	Mechanical Contract Change Order No. 11
	<u>FPD Power Development, LLC</u>
\$3,145,149	Contract cost for Electrical Installation General Work Contract
\$12,044.24	Electrical Contract Change Order No. 1
\$41,265.65	Electrical Contract Change Order No. 2
\$123,893.90	Electrical Contract Change Order No. 3
\$64,743.87	Electrical Contract Change Order No. 4
	<u>Graybar Electric</u>
\$98,560	Contract cost for UPS System
(-\$1,010)	UPS System Contract Change Order No. 1
	<u>Hertz Equipment Rental Corporation</u>
<u>\$166,835.50</u>	Contract cost for Portable Electric Space Heaters
\$18,279,946.64	Costs committed to date for conversion

\$193,064.36

Remaining Project Balance to cover miscellaneous equipment and modifications to the power plant needed for the fuel conversion

COUNCIL ACTION FORM

SUBJECT: PLAT OF SURVEY (BOUNDARY LINE ADJUSTMENT) FOR 2007
GREELEY STREET

BACKGROUND:

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

This proposed Plat of Survey is for a boundary line adjustment of existing Lots 1, 2, 3, and 4, all in Block 5, College Heights Addition. The current configuration of lots was created by the College Heights Subdivision Addition. One building was constructed on the four lots in 1968. The property is owned and in use by the Alpha Omicron Pi sorority.

The lots are zoned Residential High Density (RH) and are located in the East University Impacted Overlay District (O-UIE). The proposed change results in one new consolidated parcel, labeled as Parcel K.

Approval of this plat of survey will allow the applicant to prepare the official plat of survey and submit it to the Planning and Housing Director for review. The Director will sign the plat of survey confirming that it fully conforms to all conditions of approval. The prepared plat of survey may then be signed by the surveyor, who will submit it for recording in the office of the County Recorder.

ALTERNATIVES:

1. The City Council can adopt the resolution approving the proposed Plat of Survey.
2. The City Council can deny the proposed Plat of Survey if the City Council finds that the requirements for plats of survey as described in Section 23.309 have not been satisfied.
3. The City Council can refer this back to staff and/or the owner for additional information.

CITY MANAGER'S RECOMMENDED ACTION:

Staff has determined that the proposed plat of survey complies with all Subdivision Code requirements for a boundary line adjustment of existing parcels and has made a preliminary decision of approval. The boundary line adjustment does not trigger infrastructure requirements unless there is a gap in completion of existing infrastructure. Any missing sidewalks will be required to be constructed along all street frontages at the time of redevelopment and not as part of the Plat of Survey approval.

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

**ADDENDUM
PLAT OF SURVEY FOR 2007 GREELEY STREET**

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

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

The site is located at:

Owners: Alpha Omicron Pi Properties, Inc.

Existing Street Address: 2007 Greeley Street

Assessor's Parcel #: 09-09-229-080

Legal Description: Lots 1, 2, 3, and 4, all in Block 5, College Heights
Addition to Ames, Story County, Iowa

Public Improvements:

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

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

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

[illegible]

PLAT OF SURVEY
BOUNDARY LINE ADJUSTMENT
PARCEL "K" IN BLOCK 5, COLLEGE HEIGHTS ADDITION, TO THE CITY OF AMES, IOWA

THE AMES CITY COUNCIL APPROVED THIS PLAT OF SURVEY ON _____ (CERTIFY THAT IT CONFORMS TO ALL CONDITIONS OF APPROVAL) WITH RESOLUTION NUMBER _____

PLANNING & HOUSING DIRECTOR _____

PARCEL "K" LEGAL DESCRIPTION:
LOTS 1, 2, 3, AND 4, ALL IN BLOCK 5, COLLEGE HEIGHTS ADDITION TO AMES, STORY COUNTY, IOWA, AS SHOWN ON A PLAN RECORDED IN THE OFFICE OF THE RECORDER OF STORY COUNTY, IOWA, AS INSTRUMENT #118-_____

LEGEND:

- FOUND 1/2" REBAR (UNLESS OTHERWISE NOTED)
 - SET 1/2"x4" REBAR WITH PINK PLASTIC CAP #24413
- (R1) PLAT OF SURVEY INST. #D-01588 IN THE STORY COUNTY RECORDER'S OFFICE
- (R2) PLAT OF SURVEY INST. #D4-06520 IN THE STORY COUNTY RECORDER'S OFFICE
- (R3) PLAT OF SURVEY BOOK 40, PAGE 177 IN THE STORY COUNTY RECORDER'S OFFICE

NOTES:

- THIS SURVEY MEETS OR EXCEEDS IOWA CODE 385.
- BEARINGS SHOWN ARE IOWA REGIONAL COORDINATE SYSTEM, ZONE 8, US SURVEY FOOT.
- ALL DISTANCES SUBJECT TO CASIMENTS APPARENT ON RECORD.
- COLLEGE HEIGHTS ADDITION IS IN THE NE 1/4 - NE 1/4 OF SECTION 35, T4N, R20E, S20E.
- THE SOUTH LINE OF LOTS 1-4, BLOCK 5, COLLEGE HEIGHTS ADDITION WAS CREATED FROM OBSERVABLE EVIDENCE AND PLATS OF RECORD.

PROPRIETOR: ALPHA OMICRON PI PROPERTIES, INC.
REQUESTED BY: ALPHA OMICRON PI PROPERTIES, INC.
SURVEYOR: LUKE AHRENS, PLS #24413, BOLTON & MENK, INC., 1519 BALTIMORE DRIVE, AMES, IOWA, 50010, 515-233-6100

SLIDE

PAGE

Survey Description- Parcel 'K' in Block 5, College Heights Addition:

Lots 1,2,3, and 4, all in Block 5, College Heights Addition to Ames, Story County, Iowa.

The Ames City Council approved this Plat of Survey on _____, 2018,
with Resolution No. _____. I certify that it conforms to all conditions for approval.

Planning and Housing Director

COUNCIL ACTION FORM

SUBJECT: **PLAT OF SURVEY (BOUNDARY LINE ADJUSTMENT)
FOR 317 S 17TH STREET AND 1615 S KELLOGG AVENUE**

BACKGROUND:

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

This proposed Plat of Survey is for a boundary line adjustment of existing Lots 6 and 7 of Southtown Subdivision, 317 S 17th Street and 1615 S Kellogg Avenue, respectively. The west 75 feet of Lot 6 was previously deeded to another owner at 319 S. 17th Street. The two subject lots are currently undeveloped. The sites are zoned Highway Oriented Commercial zone (HOC). The proposed new parcel is labeled Parcel C.

The site was reviewed to ensure that proposed lot dimensions complied with requirements found in the zone development standards of the Highway Oriented Commercial District (HOC). Staff also reviewed the prior subdivision conditions and found it to conform. The site has no existing sidewalks and none are required as through a boundary line adjustment approval in this circumstance. All other public improvements are present. Sidewalks are required at the time of development of the property. Consolidating the two lots will allow for development of the site as a single property.

Approval of this plat of survey (Attachment B) will allow the applicant to prepare the official plat of survey and submit it to the Planning and Housing Director for review. The Director will sign the plat of survey confirming that it fully conforms to all conditions of approval. The prepared plat of survey may then be signed by the surveyor, who will submit it for recording in the office of the County Recorder.

ALTERNATIVES:

1. The City Council can adopt the resolution approving the proposed Plat of Survey.
2. The City Council can deny the proposed Plat of Survey if the City Council finds that

the requirements for plats of survey as described in Section 23.309 have not been satisfied.

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

CITY MANAGER'S RECOMMENDED ACTION:

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

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

ADDENDUM
PLAT OF SURVEY FOR 317 S 17TH STREET & 1615 S KELLOGG AVENUE

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

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

The site is located at:

Owners: Lot 6 & 7: G & G Hospitality Ames, LLC

Existing Street Address: Lot 6: 317 S 17th Ave
Lot 7: 1615 S Kellogg Avenue

Assessor's Parcel #: Lot 6: 0914125070 and Lot 7: 0914125050

Legal Description: Lots 6 (Ex. W. 75') and 7 in Southtown Subdivision

Public Improvements:

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

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

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

[illegible]

[illegible]

Survey Description-Parcel 'C':

Lot 6, except the west 75.0 feet thereof, and Lot 7 in Southtown Subdivision, City of Ames, Story County, Iowa, being more particularly described as follows: Beginning at the Northeast Corner of said Lot 7; thence S00°06'31"E, 269.90 feet to the beginning of a curve; thence southwesterly, 46.98 feet along said curve having a radius of 30.00 feet, concave to the northwest, a central angle of 89°43'52" and being subtended by a chord which bears S45°00'59"W, 42.33 feet; thence NB9°48'13"W, 521.31 feet to the Southeast Corner of said West 75.00 feet of said Lot 6; thence N00°07'08"W, 299.74 feet to the Northeast Corner of said West 75.0 feet of said Lot 6; thence following the north line of said Lots 6 and 7 S89°49'47"E, 125.07 feet; thence S89°50'52"E, 165.24 feet; thence S89°46'30"E, 69.48 feet; thence S89°48'50"E, 191.56 feet to the point of beginning, containing 3.79 acres.

The Ames City Council approved this Plat of Survey on _____, 2018, with Resolution No. _____. I certify that it conforms to all conditions for approval.

Planning and Housing Director

To: Mayor and City Council
From: Brian Phillips, Assistant City Manager
Date: March 27, 2018
Subject: Campus and Community Commission Report – Campustown Plaza

On September 12, 2017, the City Council directed the newly formed Campus and Community Commission (CCC) to initially work to investigate a prospective Campustown plaza or gathering space. Based on the Council's direction, the Commission has prepared the attached report and will be available at the March 27 Council meeting to discuss it. The Council is now being asked to consider the next steps:

1. Campustown Plaza Report

After reviewing and discussing the report, the Council must decide whether to accept the report or if this issue requires further study by the Commission. **If the Council feels further study is necessary, it should identify what questions the Commission should work to answer.**

2. Direction to City Staff

If the City Council accepts the Campustown Plaza report, it must decide what next steps to take regarding this concept. Does the Council wish to pursue this gathering space concept further? If so, City staff would return to the Council with next steps, which may include retaining a consultant to gather additional feedback and refine the concept for this area.

3. Provide Direction for CCC to Work on Next Issue

If the Council believes no further work is needed by the CCC regarding the Campustown Plaza topic, the next step for the City Council would be to identify the next issue for the Commission to pursue. At the September 12 City Council meeting, the Commission brought forth the following issues for the City Council to consider:

1. Parking in Campustown
- ~~2. Public Gathering Space in Campustown~~
3. Inclusive Community Principles:
 - a. Education of tenants/landlords
 - b. Welcoming/inclusiveness of Campustown/Downtown
 - c. Rent Smart Ames utilization
 - d. Retention of recent graduates
 - e. Connectibility between areas of Ames

The Commission Members may have additional thoughts they wish to share regarding the next steps during the meeting on March 27. The Council may choose to direct the Commission to begin addressing one the issues listed above, or may identify an alternative topic for the Commission to pursue. **In either case, it is important for the Council to provide clear direction regarding what should be provided in response to the Council's request (e.g., what questions to answer, whether there are specific groups the Council believes must be consulted, timeframe expectations).**

**Campus and Community Commission
Report to Ames City Council: Campustown Plaza
March 27, 2018**

Direction from City Council:

At the September 12, 2017, City Council meeting, the City Council met with the Campus and Community Commission to discuss potential projects for the Commission to address. The Council directed that the Commission should initially work to investigate a prospective Campustown plaza or gathering space. The City Council specifically mentioned the following components for the Commission to address:

1. Prepare a list of things that the City Council could consider accomplishing in a Campustown Plaza
2. Come back to the Council with the interests of various parties. Include discussion of how people, traffic, building services would get through the area
3. What is the dream for the space?
4. What are the critical features, particularly from students, to make this space useful (e.g., gathering space for music events)?
5. If this space was a gift to students, what should it have so they like the gift?

Recommendation:

After a number of meetings to discuss and gather input, the membership of the Campus and Community Commission recommends:

1. Securing a consultant to develop a program plan to create a gathering space at 204 Welch Avenue located on the southeast corner of Lincoln Way and Chamberlain Street (City Parking Lot Y and Campustown Court). This would expand east of the existing Cyclone Plaza and reallocate the parking area to the north of the former T-Galaxy Building.
2. It is also recommended, since this location is relatively small (55'x190', including the Cyclone Plaza), that the acquisition of the former T-Galaxy Building and lot receive consideration.
3. Two primary stakeholder groups were identified that should receive additional opportunity to inform the consultant:
 - a. Iowa State University students
 - b. Campustown business owners

Rationale:

The Commission investigated a variety of potential locations for a Campustown gathering space and has proposed locating it in the area at the corner of Welch Avenue and Chamberlain Street for the following reasons:

1. Most central to Campustown activities
2. Visibility issues are minimal, which improves safety of users of the space
3. Minimal impacts on adjacent properties by users
4. Lower cost for making improvements to the space (few infrastructure complications)
5. Larger, one-off and well-managed events have been held on and adjacent to this location with success
6. Loss of parking spaces is recognized, but the value added by this gathering space and adjacency of the under-utilized short-term parking at the Intermodal facility compensates for the loss of spaces

Space Utilization:

Through stakeholder discussions, the Commission has identified that the following are key characteristics of a gathering space to be considered:

1. General Activity/Flexible use space
2. Food Truck/Vendor space
3. Incorporate art, that as possible includes existing mural on T-Galaxy building (only if building retained)
4. Good lighting
5. Refuse/Trash solutions
6. Restrooms, if space allows. Noticeable signage to Intermodal Facility public restrooms may suffice
7. Greenscape components that soften the experience (e.g., hardy plantings, trees.
8. Suggest having a pick-up and drop off location on or adjacent to this space (to accommodate taxi, Lyft or Uber)

The Commission also received feedback regarding attributes that would be incompatible or less desired in a gathering space. These include:

1. 24-Hour operation. Close at certain times to reduce post-bar closing loitering.
2. Targeted activities for young children
3. Garden or high maintenance green space
4. Large night events
5. Limited amplified music events
6. Kegs/uncontrolled alcohol consumption

Process to Reach Recommendation:

All City-owned properties in the Campustown boundaries were evaluated for feasibility. The Commission also consulted with members of City staff to identify opportunities and challenges with potential sites. Alternatives evaluated and comments regarding each are indicated below:

1. 115 Welch Avenue (City Parking Lot X) (located west of the storefronts along the 100 block of Welch Avenue)
 - a. Significant utility infrastructure exists in the space, making modifications expensive
 - b. Access and egress for business purposes (currently and into the future) conflict with pedestrian usage in this area
 - c. Poor lines of sight and visibility for safety and security
 - d. Noise concerns for adjacent properties
2. 134 Welch Avenue (Fire Station #2)
 - a. Will be operated as a fire station for the foreseeable future
3. 2320 Chamberlain Street (City Parking Lot Z)
 - a. Located east of Campustown core
 - b. Lot tucked between 3 buildings
 - c. Only open on street side
 - d. Limited lines of sight creates safety issues
 - e. Noise concerns for adjacent properties
4. 204 Welch Avenue (City Parking Lot Y) – Recommended site. See above.

Supporting Materials:

Focus Group Meeting Minutes Excerpt (January 22, 2018):

Campustown Plaza Focus Group:

The Commissioners, staff members, and invitees introduced themselves. Invitees in attendance included: Chad Watkins, Sarah Huffman, Marsha Miller, Tim Hoekstra, Katie Holmes, George Micalone, Anthony LoCerto, Marilyn McNamara, and Bridget Williams.

Tom provided some background information regarding the concept of the Campustown Plaza. He outlined the process the group would use to discuss the potential ideas for the use of the space. In addition to what the group thought the space should be, the group would be asked in a second round of idea-generation what they think the space should not be.

The group's suggestions for what the space should be were:

- Event pre-space to see what works and what people suggest for the space
- Public hammocks
- Flexible space
- Space to serve for communication between City and students
- Shade
- Something that can't be destroyed
- Tables/game tables
- Art space/music space
- Reservable space
- Information center
- Campustown map
- Ice rink
- Dog poop bags
- Rain barrels
- Study space
- Community garden
- Workshop gatherings
- Benches, flowers, and trees
- Bike tire fill-ups
- Skateboard rink
- Art
- Music stage with a shell
- Moveable planters
- Restroom facilities
- Food area
- Adjustable lighting
- Make the space bigger (acquire T-Galaxy Building)
- Lighting to safety and aesthetics
- Green space for Campustown events
- Green space for everyday use (studying, sitting, etc)
- Electricity
- Public restrooms
- Food carts

- Public restrooms
- Information center
- Lighting
- Security
- Parking
- Art area
- Small market
- Reservable shelter/pavilion
- Stage and electricity
- Food vendor area with seating
- Public garden (not a shared community garden)
- Benches
- Public park with benches/picnic tables
- Interactive art space
- Food truck or food cart space
- Community garden space or green space
- Amphitheater with permanent seating
- Table seating
- Small shelter
- Public art display
- Designated food truck space
- Parking
- Maker space
- Police outreach center
- Food trucks
- Seasonal space (ice arena in winter, beach in summer)
- Parking

These ideas were grouped into similar themes. These themes were:

1. Utility Infrastructure
2. Information
3. Amenities
4. Music
5. Art Area
6. Study Space
7. Environmental Design/Green Space
8. Mobile Vendor Area
9. Reservable

The attendees then voted for the ideas and themes they supported.

Tom led the group through an idea generation session regarding what the group thought should not be involved in the potential space.

The group's suggestions for what the space should **not** be were:

- Foam or paint parties
- Kids' sandbox
- Water feature
- Open all hours

- Kegs
- Inadequate trash receptacles
- Garden
- Poor stormwater system/plan
- Large night events
- Kid stuff
- Paved space
- Copycat space
- Parking
- Fencing
- Space intended for small children
- Things that can be easily destroyed/stolen
- Music-making things
- Things that need people to coordinate (e.g., stage)
- Parking
- Apartments
- VEISHEA 2014
- Poor lighting
- Small kids
- Events that cause traffic clogging
- Loud music at night
- Taking down the mural

Tom asked for further discussion regarding these ideas for things the space should not be. There was clarification that the comments regarding children were meant that there should not be playground equipment. It was noted that the existing space could generate negative loitering and gathering, which was a concern of some regarding a re-developed space.

The attendees then voted for the ideas and themes they felt should not be part of the project.

Staff Report

REQUESTS FROM ACVB REGARDING RAGBRAI

March 27, 2018

BACKGROUND:

Ames will be an overnight stop for RAGBRAI XLVI from Tuesday, July 24th, through Wednesday, July 25th. Approximately 10,000 registered bicycle riders, 4,000 support personnel, and several thousand additional non-registered bicyclists are expected to arrive beginning the morning of July 24th from Jefferson, and leave the morning of July 25th for Newton. Ames was last an overnight stop for RAGBRAI in 2008. The Ames Convention and Visitors Bureau (ACVB) is leading the local RAGBRAI organizing committee in preparing for RAGBRAI's arrival in Ames.

ROUTE AND POINTS OF INTEREST:

The proposed route will enter Ames from the southwest, following South Dakota Avenue to Mortensen Road, taking Mortensen Road to Beach Avenue, Beach Avenue to S. 4th Street, and reaching the official welcome area along South 4th Street between Beach Avenue and University Boulevard (adjacent Jack Trice Stadium).

The following day, riders will leave from the intersection of University Boulevard and S. 16th Street, following S. 16th Street to Bell Avenue, taking Bell Avenue to E. Lincoln Way, and following E. Lincoln Way eastbound out of the City.

The community is expected to provide camping areas for approximately 13,000 total riders and support people. The camping areas are proposed to be located in the tailgating lots adjacent Jack Trice Stadium, in Brookside Park, and in portions of Stuart Smith Park. Camping areas will have various services including showers, toilets, food vending, medical support, and bicycle repair facilities.

Entertainment will be concentrated in the downtown area and be organized primarily by the Main Street Cultural District (MSCD). MSCD intends to host musical acts, food vending, and a beer garden.

TEMPORARY ORDINANCE REQUESTS:

RAGBRAI brings an opportunity to showcase the Ames community. It also requires the host community to provide significant temporary services to manage the large influx of people. RAGBRAI recommends overnight towns adopt a temporary local ordinance to manage these activities. Through conversations with City staff, ACVB has identified

several components of *Municipal Code* that it requests be temporarily modified to facilitate RAGBRAI:

1. Suspension of Section 19.11 (Park Hours) to Provide Camping – The Municipal Code prohibits the use of City Parks between the hours of 10:30 p.m. and 6:00 a.m. If the Council was to allow camping in portions of Brookside Park and Stuart Smith Park, this provision of *Municipal Code* would need to be temporarily suspended with respect to those two parks from Monday, July 23rd through Wednesday, July 25th. Although the registered riders will not enter the community until July 24th (Tuesday), registered support teams often send advance teams who camp the day prior to the arrival of riders to prepare their designated spots.
2. Suspension of Section 19.12 (Bike Riding Prohibited in Certain Parks) – The *Municipal Code* prohibits riding bicycles on the hard-surfaced pathways in Brookside Park. The portion of this ordinance with respect to Brookside Park would need to be temporarily suspended for the duration of RAGBRAI. Staff should note that this ordinance may merit being reviewed and permanently modified, as it was implemented long before the existing, wider shared-use path was paved in the park. However, a temporary suspension of this ordinance would allow a longer-term review to take place as staff time is available.
3. Suspension of Section 19.9 (Unlawful to Operate a Motor Vehicle in City Parks) – During RAGBRAI, most support motor vehicles will be kept on pavement or in ISU tailgating lots. However, several charter companies provide support to large groups of RAGBRAI riders. These companies need to be able to move large amounts of equipment and supplies from their parking areas into the camp sites using small utility vehicles. Additionally, it is anticipated that officials from RAGBRAI, ACVB, and the City may need to move people and equipment through the parks. Therefore, it is requested that this blanket prohibition on operating motor vehicles in the parks be amended to temporarily allow the Parks and Recreation Director to designate certain people to be able to drive such a vehicle in the parks.
4. Suspension of Division III, Chapter 22 (Vending) – It is anticipated that a variety of vendors will be recruited by the local RAGBRAI organizing committee to serve the campgrounds and entertainment areas. The existing provisions of *Municipal Code* provide for vending to occur on City streets, but do not lend themselves well to a short term event that is as spread out across the community the way RAGBRAI is. Additionally, the local RAGBRAI organizing committee anticipates incurring significant costs to provide services for the riders (utilities, advertising, toilets, entertainment, etc.) These costs must be recouped by the local organizing committee.

To facilitate this, RAGBRAI organizers recommend that overnight communities establish a special structure and fees for vendors. City staff has reviewed how

RAGBRAI's model temporary ordinance would apply to specifically to Ames. Staff has identified below how those concepts could apply in Ames:

- a. For those who wish to vend during RAGBRAI, suspend the City's typical vending regulations and allow the local RAGBRAI organizing committee to issue permits, adopt fees, establish policies, and regulate locations and hours of sales. It is anticipated that fees to obtain a RAGBRAI Vending Permit would be several hundred dollars (compared to the City's Vending License fee of \$50). The fee for non-profit vendors (churches, civic organizations, etc.) would be less than the fee for for-profit vendors.

It should be noted that this would also supersede Parks and Recreation policies related to Vending in the parks. Vending that occurs in parks is not subject to the City's regulations related to vending on City's streets. Vendors in parks are subject to policies the Parks and Recreation Commission has adopted. Of note, vendors in parks are normally required to pay the City 10% of their revenues in exchange for the right to vend. This provision and any other park-specific vending policies would be superseded by the proposed temporary ordinance.

- b. Allow the existing licensed vendors that have established vending spaces to retain those spots without requiring a RAGBRAI vending permit. There are two caveats to this: First, existing Vending licenses are site-specific, so if an existing vendor in the City wishes to move locations to take advantage of the RAGBRAI crowds, that vendor would need to follow the special RAGBRAI vending permit process.

Second, the City's existing Vending ordinance states that vendors who are in locations where a special event is occurring may be prevented from using that space to facilitate the event. It should be noted that some RAGBRAI entertainment is proposed to be downtown, where existing Vending licensees have regular vending locations. These vendors may be required to move to accommodate the event, although the local RAGBRAI Committee may choose to contract with those vendors to be in the entertainment areas, subject to paying the RAGBRAI vendor fee.

- c. Require the local RAGBRAI organizing committee to use fees collected to finance only the expenses of hosting RAGBRAI. Additionally require that regulation of permits be done in a manner free from illegal discrimination. Require City Manager's Office review and approval for policies and fees, and review of any action to revoke, deny, or suspend a RAGBRAI Vending Permit.

5. Limitation on Temporary Outdoor Service Privileges – The model ordinance provided by RAGBRAI recommends that only the main alcoholic beverage garden organized by the local RAGBRAI organizing committee be permitted, and that local authorities do not approve other temporary outdoor service privilege requests during RAGBRAI.

The rationale provided by RAGBRAI for this restriction is two-fold: 1) A single large temporary beverage garden is less challenging to monitor and control than temporary beverage gardens spread throughout the community, and 2) RAGBRAI indicates that local establishments can expect increased business during RAGBRAI even without their own outdoor beverage gardens. Since the local organizing committee is incurring significant expenses to support the RAGBRAI event, it should be allowed to recoup its costs by directing RAGBRAI participants to the main beverage garden.

STREET CLOSURES AND UTILITIES:

City staff has identified the need to close certain streets along the RAGBRAI route. These closures are anticipated to be as follows:

On Tuesday, July 24, from 6:00 a.m. to 6:00 p.m.:

- Mortensen Road from South Dakota Avenue to Beach Avenue
- Beach Avenue from Mortensen Road to S. 4th Street
- S. 4th Street between Beach Avenue and University Boulevard (closed until 9:00 p.m.)

On Wednesday, July 25, from 5:00 a.m. to 10:00 a.m.:

- One lane of University Boulevard from 6th Street to S. 16th Street
- S. 16th and S.E. 16th Streets from University Boulevard to Bell Avenue
- Bell Avenue from S.E. 16th Street to E. Lincoln Way
- E. Lincoln Way from Bell Avenue to the east corporate limit of Ames.

The selected route minimizes the number of major intersections that would need to be controlled and the number of homes and businesses that will be affected by the closures. Staff will work with ACVB to notify affected residents and businesses, and identify methods to allow access in a safe and controlled manner while cyclists are on the road. Staff anticipates that on the outbound portion of the ride, local traffic will be granted access at the controlled intersections alongside the riders.

Additionally, because the main camping area is in Brookside Park, the portion of 6th Street from University Boulevard to North Hazel Avenue will need to be closed from 6:00 a.m. July 24 through noon July 25. This will allow controlled access for support vehicles and the large equipment trucks that will enter this area, and reduce the potential for vehicle collisions with the large number of pedestrians crossing this street. CyRide will

be allowed to operate through this corridor to provide service between the east and west sides of the City.

Parking areas within Brookside Park and Stuart Smith Park will be closed from 5:00 p.m. Monday, July 23, through noon Wednesday, July 25, to clear parked vehicles and facilitate the unloading of camping supplies.

The campers, their support teams, and vendors who will provide food, showers, and toilets, will need temporary access to water and sewer services. Staff anticipates that this may involve a dozen temporary water and sewer connections. Typically, temporary water connections would be established using hydrant meters. City staff will prepare to reserve a number of these meters for this event.

When RAGBRAI visited Ames in 2008, the City provided two hydrant meters to provide water for shower stations. ACVB budgeted \$1,500 for water and sewer services that year. However, water and sewer accessed on ISU property in 2008 would not have been accounted for in this amount. Because water and sewer rates have increased, and because camping will take place in City parks (thereby increasing water consumption to be counted), staff estimates the costs associated with providing water and sewer service to be between \$2,000 and \$3,500 this year, depending on the number of connections.

City staff will work with the RAGBRAI committee to identify locations where water and sewer service is needed by vendors and service providers. City staff will arrange to install hydrant meters and backflow preventers as appropriate for those locations. Charges for the usage will be billed to the local RAGBRAI Committee. Water and sewer access on the Iowa State campus will be managed by the University.

NEXT STEPS:

The issues outlined above are those that City staff and the ACVB have identified so far in the RAGBRAI planning process. Many RAGBRAI details are still being coordinated, including the location and timing of the entertainment activities, which are planned for the Downtown area. Additional street closures, beer permits, and other approvals are anticipated to be brought to the City Council as they become clearer.

At this time, staff is requesting direction regarding what elements of the temporary ordinance requests, if any, the City Council is interested in taking up. As described above in this report, these elements are:

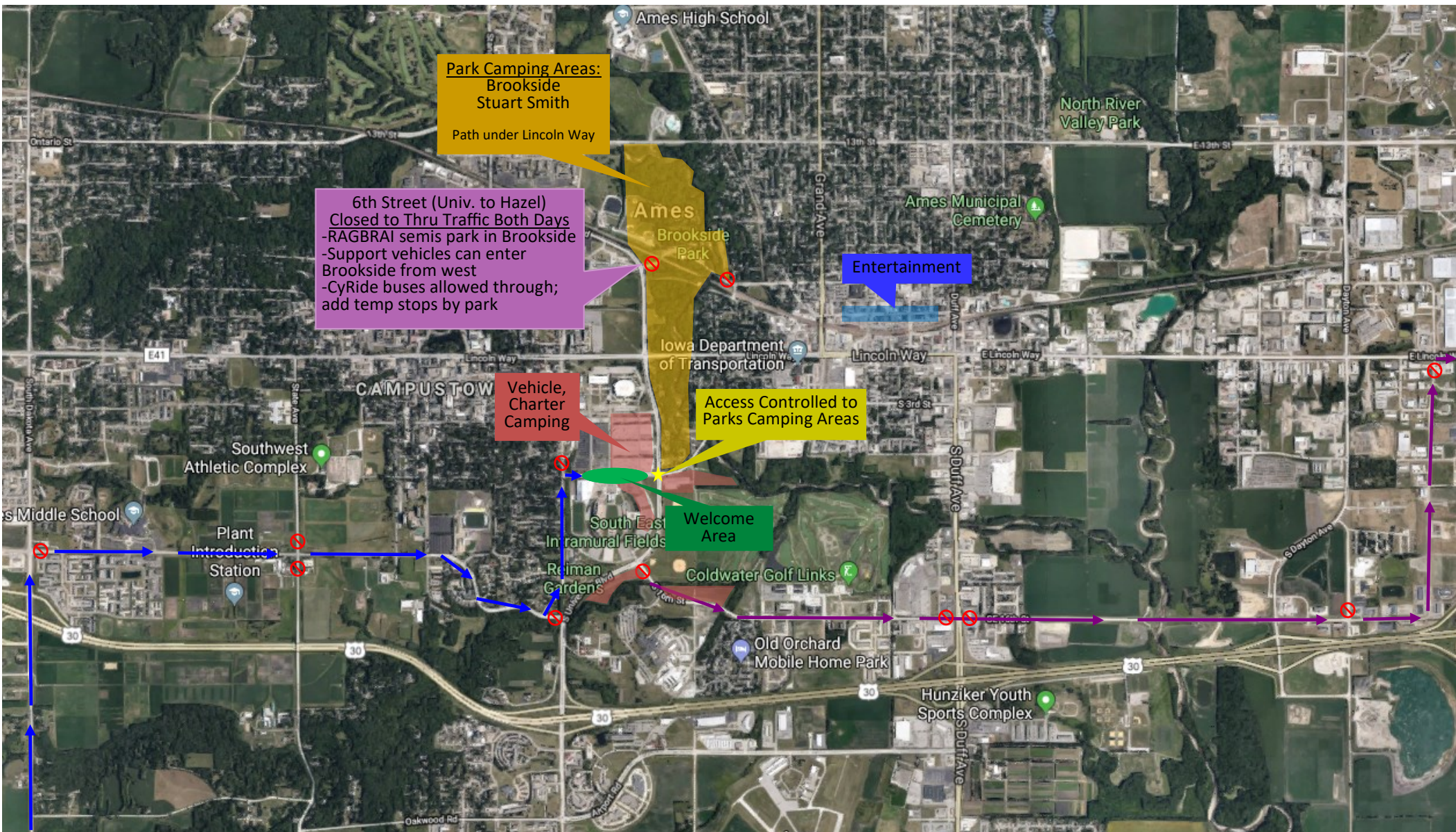
1. Suspension of park hours to provide camping in designated parks
2. Bike riding on the path in Brookside Park
3. Limited use of motor vehicles in the parks
4. Regulation of Vending related to RAGBRAI
5. Limitation on the number of outdoor beverage service gardens

On March 22, the Parks and Recreation Commission discussed issues 1-4 above. The Commission indicated its support for items 1-3 and the suspension of parks policies related to vending.

After Council direction is received regarding these elements, staff would draft an ordinance and return it to the City Council at the next opportunity for first reading. Staff should note that the sooner the City Council can provide direction regarding this ordinance, the sooner a system can be implemented to handle requests to provide vending and camping services in an orderly manner.

The City Council is also being asked for its direction regarding the proposed route and closure areas. If the Council believes these concepts are acceptable, it should direct staff to place these items on a future agenda for consideration.

RAGBRAI Route Overview



COUNCIL ACTION FORM

SUBJECT: REQUEST FROM DELLA VITI (323 MAIN STREET) TO ALLOW ALCOHOL SERVICE AT A SIDEWALK CAFÉ

BACKGROUND:

In 2017, the City Council adopted new regulations regarding Sidewalk Cafés. These regulations allow for alcohol service in certain circumstances. Establishments that, under Section 17.16 of *Municipal Code*, may allow minors on the premises are permitted to serve alcohol at their sidewalk cafés without prior special approval. These applications are approved by staff as long as the applicant obtains the appropriate Outdoor Service Privilege for its license. **Establishments that are not allowed to have minors on the premises under Section 17.16 of *Municipal Code* must request approval from the City Council to serve alcohol at their sidewalk cafés.**

Della Viti (323 Main Street) has submitted a request to implement a sidewalk café and serve alcohol at it. This establishment received Council approval to operate a sidewalk café with alcohol sales during the 2017 sidewalk café season. Della Viti has a Class C Liquor License and, because a majority of its sales come from selling alcoholic beverages, may not have minors on the premises according to Section 17.16 of *Municipal Code*. Therefore, approval from the City Council is required to allow alcohol service at its proposed sidewalk café.

The sidewalk café regulations call for the City Council to consider requests from establishments in Della Viti's situation on a case-by-case basis. The Code specifies that the City Council shall consider the following factors when presented with a request:

1. **Site Conditions** – Della Viti's proposed site is open and unobstructed by existing street furniture, utility accesses, or other equipment. The proposed sidewalk café will utilize four tables and will take up five and a half feet of the 13-foot sidewalk. There is a large window in the front of the establishment that will allow staff to monitor the entire sidewalk café from inside the building. Della Viti has indicated a staff person will be dedicated to monitoring the sidewalk café.
2. **Compliance History/Staff Training** – A review of Police records indicates no liquor or nuisance violations in the past four years at Della Viti. According to the applicant, three of the five staff members have completed ServeSafe alcohol training. Additionally, all staff members of the establishment participated in Police Department ID training last year. The applicant has participated in I-PACT (Iowa Program for Alcohol Compliance Training), and has indicated that two additional staff members also intend to take the training. The applicant has stated that in-

house training continues to be conducted with staff when they are hired, which includes ID checking. Additionally, it is a policy to take IDs from every patron who enters the premises in exchange for a card which operates the wine-dispensing system.

3. **Other Factors the Council Deems Relevant** – This is the only establishment operated like a bar that has requested approval to serve alcohol at a sidewalk cafe. **During the 2017 discussion, the City Council did not identify other factors to consider when weighing whether to grant approval for requests of this type.** Should the City Council have specific concerns, staff could request additional information from the applicant before the Council moves forward with approving or denying the request.

In addition to the above three specific issues, the Council must take into consideration with this request, the *Municipal Code* requires that any sidewalk café at which alcohol is served must operate with additional restrictions compared to those where alcohol is not served. The additional, required restrictions that would apply to Della Viti are:

- Patron ingress and egress shall be controlled and continually monitored by staff
- No alcoholic beverages may be sold or served later than 10 p.m.
- Patrons may not consume outside beverages on the premises

Finally, the *Municipal Code* empowers the City Council to impose special conditions on any sidewalk café granted an exception to dispense alcohol if it feels such restrictions are appropriate. **No conditions were imposed by the Council in granting the 2017 approval for Della Viti.**

Upon staff review of the application materials, the application appears complete and in order. Della Viti's current Outdoor Service Privilege is valid through June 17, 2018. Because holding the appropriate liquor control license is a pre-requisite to allow alcohol service at a sidewalk café, Council approval of Della Viti's request to serve alcohol must be made subject to maintaining an Outdoor Service Privilege if it would like to continue providing alcohol service at its sidewalk café during the second half of the 2018 Sidewalk Café season.

ALTERNATIVES:

1. Approve the request from Della Viti to allow alcohol service at its sidewalk café during the 2018 sidewalk café season, subject to Della Viti maintaining its Outdoor Service Privilege.
2. Refer the request to staff for additional information.
3. Deny the request.

MANAGER'S RECOMMENDED ACTION:

The service of alcohol at sidewalk cafés is a new experience for the City. City staff has occasionally had issues with compliance at bars hosting events where alcohol is being served outside. Due to both these factors, City staff believes requests to serve alcohol outside on an ongoing basis at establishments where little to no food service will occur should be closely scrutinized.

In this instance, the establishment has an exceptional compliance record, and has adopted procedures that maintain a safe, controlled environment where alcohol is served. The establishment has participated in additional training for its staff to maintain compliance. The application for the sidewalk café indicates a proposed outdoor service area that can be easily monitored and that does not attempt to overcrowd the area. The applicant has responded cooperatively to requests for additional information and appears to have a good understanding of the requirements in place for compliant service.

Staff should note that the alternatives presented indicate approval is for only the 2018 sidewalk café season (April through October, according to *Municipal Code*). Sidewalk café applications must be completed anew each season; they do not carry over from year-to-year. This follows the practice established with approval of Della Viti's outdoor service during its initial 2017 season. Requiring new requests each year ensures an opportunity to review performance and impose special conditions or withhold approval if the establishment fails to meet the Council's expectations.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the request from Della Viti to allow alcohol service at its sidewalk café during the 2018 sidewalk café season, subject to Della Viti maintaining its Outdoor Service Privilege.

COUNCIL ACTION FORM

**SUBJECT: ZONING TEXT AMENDMENT TO TEMPORARY DEFERRAL ON
DEMOLITION AND DEVELOPMENT OVERLAY SECTION 29.1108 OF
THE AMES MUNICIPAL CODE**

BACKGROUND:

The City enacted in 2004 a zoning overlay for the purpose of creating a temporary moratorium. Section 29.1108, Temporary Deferral on Demolition and Development Overlay, was created at the time the City was reviewing zoning standards for University Impacted neighborhoods. When the Overlay was written it was structured to restrict the issuance of building permits for additions and construction of new structures with an end date of January 2005. Minor text amendments are needed to the language of the overlay to apply it to properties at this time.

Staff proposes the following edits to the language of the Overlay. Strikeout and underline notation is used for deletions and additions to the language.

Sec. 29.1108 TEMPORARY DEFERRAL ON DEMOLITION AND DEVELOPMENT

(1) The purpose of this section is to provide a temporary means to preserve principal buildings in an area that currently lacks zoning standards that ensures new development is compatible with existing and planned ~~surrounding~~ development.

(2) The provisions of this section may be made applicable to an area by amending the Official Zoning Map to show the applicability of this section as an overlay to other applicable zoning regulations.

(3) In any area to which this section has been made applicable as aforesaid, the demolition or removal of a principal building, or any part of a principal building, is prohibited except when done with respect to a building that has been found and declared to be a "dangerous building" by the City Building Official under the standards and provisions of the City Building Code.

(4) In any area to which the section is applicable, the approval of a Site Development Plan or a Building/Zoning Permit for the following is prohibited:

- (a) construction of a new building,
- (b) construction of an addition that extends the exterior dimensions of a building,
- (c) the addition of one or more stories to an existing building.

(5) The provisions of this section shall be in effect with respect to an area designated as aforesaid until the specified expiration date in the ordinance establishing the Overlay ~~first day of January, 2005,~~ at which date this section shall become null, void and of no future effect regarding the specific Overlay area.

The Planning and Zoning Commission reviewed the proposed text amendment on March 21st and voted 7-0 to recommend approval of the proposed changes.

ALTERNATIVES:

1. The City Council can adopt the proposed amendments to the Temporary Deferral on Demolition and Development Overlay.

Staff requests second and third reading of the ordinance.

2. The City Council can provide alternative language for the proposed amendment.

CITY MANAGER'S RECOMMENDED ACTION:

The intent of the Overlay is to ensure that changes to properties for either the demolition of principal buildings or the development of principal buildings are temporarily deferred. The language of the Overlay would permit remodeling of existing buildings and for use of properties consistent with the underlying base zone.

The proposed text amendments are needed to allow for the Overlay to be applied to property at this time. **The proposed language allows for the date of the Overlay's expiration to be set by rezoning ordinance rather than by future Zoning Ordinance text amendments.**

Staff requests the City Council proceed with the third reading of the ordinance on March 27th. This will allow for the ordinance to be published and effective by April 1, 2018 making the tool available for use within the proposed Downtown Gateway Commercial zoning district area as soon as possible.

Therefore, it is the recommendation of the City Manager that the City Council support Alternative #1 thereby amending the Zoning Ordinance as attached and approving on third reading of the ordinance.

ORDINANCE NO.

AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY REPEALING SECTION 29.1108 AND ENACTING A NEW SECTION 29.1108 THEREOF, FOR THE PURPOSE OF A TEMPORARY DEFERRAL ON DEMOLITION AND DEVELOPMENT MORATORIUM 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 29.1108 and enacting a new Section 29.1108 as follows:

“Sec. 29.1108 TEMPORARY DEFERRAL ON DEMOLITION AND DEVELOPMENT

(1) The purpose of this section is to provide a temporary means to preserve principal buildings in an area that currently lacks zoning standards that ensures new development is compatible with existing and planned development.

(2) The provisions of this section may be made applicable to an area by amending the Official Zoning Map to show the applicability of this section as an overlay to other applicable zoning regulations.

(3) In any area to which this section has been made applicable as aforesaid, the demolition or removal of a principal building, or any part of a principal building, is prohibited except when done with respect to a building that has been found and declared to be a “dangerous building” by the City Building Official under the standards and provisions of the City Building Code.

(4) In any area to which the section is applicable, the approval of a Site Development Plan or a Building/Zoning Permit for the following is prohibited:

- (a) construction of a new building,
- (b) construction of an addition that extends the exterior dimensions of a building,
- (c) the addition of one or more stories to an existing building.

(5) The provisions of this section shall be in effect with respect to an area designated as aforesaid until the specified expiration date in the ordinance establishing the Overlay, at which date this section shall become null, void and of no future effect regarding the specific Overlay area.”

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

COUNCIL ACTION FORM

SUBJECT: REZONING OF PROPERTY LOCATED WITHIN THE AREA PROPOSED FOR DOWNTOWN GATEWAY COMMERCIAL ZONING GENERALLY DESCRIBED AS PROPERTIES ALONG LINCOLN WAY AND SOUTH OF THE RAILROAD BETWEEN GRAND AVENUE AND DUFF AVENUE FOR A TEMPORARY DEFERRAL ON DEMOLITION AND DEVELOPMENT OVERLAY

BACKGROUND:

The City is in the process of creating new zoning standards for the Downtown Gateway Commercial area that is generally described as properties along Lincoln Way and between Grand Avenue and Duff Avenue as well as south of the railroad. The Downtown Gateway Commercial zoning district is intended to implement the vision of the Lincoln Way Corridor Plan for the Downtown Gateway Focus Area. The Planning and Zoning Commission reviewed draft zoning standards at its February 7th meeting and recommended to the City Council approval of the new zoning district. City Council held a public hearing on March 6th for the creation of the Downtown Gateway Commercial Zoning District and directed staff to provide more information concerning nonconforming uses and structures within the proposed rezoning area prior to taking action on the new zoning standards. **City Council then directed staff to prepare a moratorium on the approval of new development in the area while the City Council continued to review the proposed new zoning standards.**

The reasons for the moratorium were to ensure that a new use or development that would not be in keeping with the intent of the Lincoln Way Corridor Plan would not occur while the City Council reviewed specific zoning standards for the area. The proposed new zoning would create new restrictions on specific vehicle oriented uses that are incompatible with the redevelopment goals for the area. Additionally, a number of existing uses may become nonconforming under the proposed Downtown Gateway Commercial zoning standards.

To enact a moratorium for this area in relation to zoning standards requires approval of a rezoning ordinance. **A map of the proposed Overlay area is included as Attachment 1.** The proposed rezoning is for the application of the Temporary Deferral on Demolition and Development Overlay with the current base zones of Highway Oriented Commercial (HOC) and Downtown Service Center (DSC). **Applying the Overlay will prohibit the demolition of existing buildings and the construction of new buildings or the expansion of buildings.** The Overlay does not change the range of permitted uses and does not prohibit maintenance and remodeling of structures when the work does not require Site Development Plan approval.

Staff estimates the need for the Overlay will be for a term of approximately three months. Staff intends to provide the requested Downtown Gateway Commercial

nonconforming information to the City Council in April. City Council can then choose how to proceed with adopting new Downtown Gateway Commercial zoning standards. Once direction is provided on adopting new standards, the property rezoning step will also be initiated.

ALTERNATIVES:

1. The City Council approval of the proposed rezoning for Temporary Deferral on Demolition and Development Overlay as a temporary moratorium on the subject properties within the proposed Downtown Gateway Commercial Area as shown within Attachment 1 with an end date of July 2, 2018.

Staff requests second and third reading of the ordinance.

2. The City Council can modify the proposed boundaries of the Overlay rezoning.
3. The City Council can modify the duration of the of the Overlay rezoning.

This alternative should be selected if the Council wants the ending of the moratorium to be earlier or later than July 2nd.

4. The City Council can decline to adopt the Overlay rezoning.

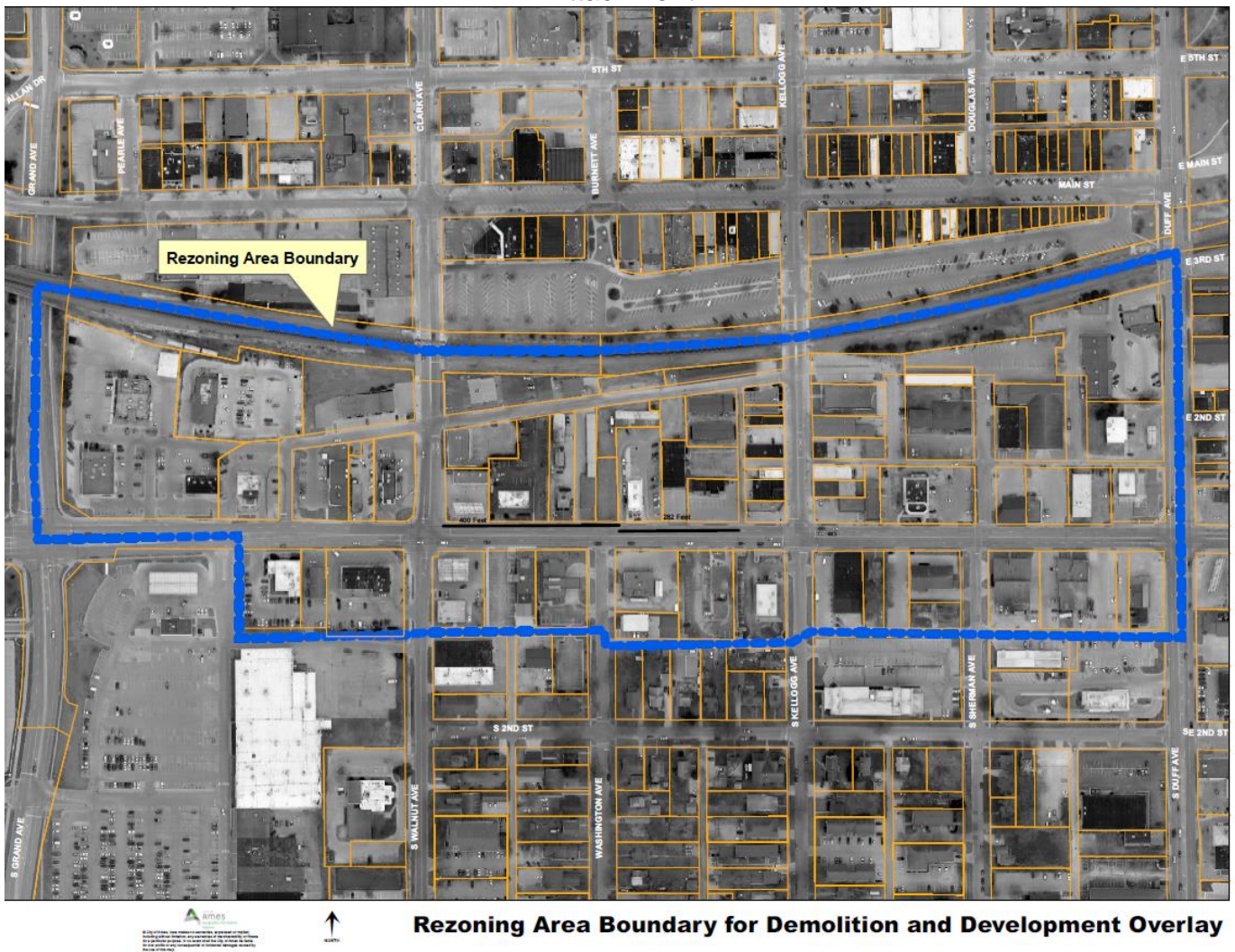
CITY MANAGER'S RECOMMENDED ACTION:

Due to the sensitivity of creating new Downtown Gateway Commercial zoning standards, it is important to ensure that properties are not redeveloped with potentially incompatible uses and buildings while finalizing the details of the new zoning district. The proposed overlay will result in a temporary moratorium and prohibit both the demolition of structures and the construction of new structures.

Staff will be able to respond to the City Council request for information on potential Downtown Gateway Commercial nonconformities at an April City Council meeting. This would allow for City Council to provide direction on the language of the Downtown Gateway Ordinance standards and for adoption of the Downtown Gateway Ordinance in May with third reading in June. The proposed property rezoning would also occur in May and June to coincide with the adoption of new standards and the duration of the moratorium. Establishing the moratorium through July 2nd accommodates the described schedule.

Therefore, it is the recommendation of the City Manager that the City Council approves Alternative #1 thereby establishing the Overlay and setting an ending date for July 1, 2018.

Attachment 1



DO NOT WRITE IN THE SPACE ABOVE THIS LINE, RESERVED FOR RECORDER
Prepared by: City Clerk's Office, 515 Clark Avenue, Ames, IA 50010 Phone: 515-239-5105
Return to: Ames City Clerk, P.O. Box 811, Ames, IA 50010

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF AMES, IOWA, FOR THE PURPOSE OF MAKING A CERTAIN AREA SUBJECT TO TEMPORARY RESTRICTIONS ON THE DEMOLITION OR DEVELOPMENT OF BUILDINGS; 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 HEREBY ORDAINED by the City Council of the City of Ames, Iowa;

Section 1: The Official Zoning Map of the City of Ames, Iowa, as provided for in Section 29.301 of the *Municipal Code* of the City of Ames, Iowa, is amended by changing the Official Zoning Map of the City of Ames, Iowa, to show that properties in the vicinity of Lincoln Way that are within the area generally described as the area bounded on the north by the Chicago and Northwestern Railroad, on the east by Duff Avenue and South Duff Avenue, on the south by the alley running parallel to Lincoln Way, and on the west by Grand Avenue and legally described as:

BEGINNING AT THE CENTERLINES OF GRAND AVENUE AND THE CHICAGO AND NORTHWESTERN RAILROAD TRANSPORTATION COMPANY RIGHT OF WAY, CITY OF AMES, STORY COUNTY, IOWA; THENCE EASTERLY ON SAID RAILROAD CENTERLINE 2,714.16 FEET TO THE CENTERLINE OF DUFF AVENUE; THENCE SOUTHERLY ON SAID DUFF AVENUE CENTERLINE 882.99 FEET TO THE EXTENSION OF THE EAST-WEST ALLEY CENTERLINE; THENCE WESTERLY APPROXIMATELY 894.93 FEET TO THE CENTERLINE OF SOUTH KELLOGG AVENUE; THENCE SOUTHERLY 25 FEET; THENCE WESTERLY ON CENTERLINE OF ALLEY APPROXIMATELY 459.58 FEET TO CENTERLINE OF WASHINGTON AVENUE; THENCE NORTHERLY APPROXIMATELY 18.16 FEET TO CENTERLINE OF EAST-WEST ALLEY; THENCE WESTERLY 469.01 FEET TO THE SOUTHEAST CORNER OF LOT 1, BLACKS THIRD ADDITION; THENCE WESTERLY ON SOUTHERLY LINE TO THE SOUTHWEST CORNER OF THE NORTHEAST CORNER OF LOT 7, BLACKS THIRD ADDITION; THENCE NORTHERLY 238.422 TO THE CENTERLINE OF LINCOLN WAY; THENCE WESTERLY 462.22 FEET TO THE CENTERLINE GRAND AVENUE; THENCE NORTHERLY TO POINT OF BEGINNING

shall be subject to the applicability of the zoning regulations stated in Section 29.1108, Temporary Deferral on Demolition and Development, of the *Ames Municipal Code*, as an overlay to the established zoning district regulations, during the period beginning after passage and publication as required by law, and ending on the 2nd day of July, 2018.

Section 2: Violation of the provisions of this Ordinance shall constitute a municipal infraction punishable as set out in Section 29.1603 of the Municipal Code.

Section 3: All other ordinances and parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict, if any.

Section 4: This ordinance is in full force and effect from and after its adoption and publication as provided by law and shall end on the 2nd day of July, 2018.

ADOPTED THIS _____ day of _____, _____.

Diane R. Voss, City Clerk

John A. Haila, Mayor

COUNCIL ACTION FORM

SUBJECT: **FURNISHING ELECTRICAL MATERIALS - TOP-O-HOLLOW
SUBSTATION EXPANSION AND BREAKER ADDITION**

BACKGROUND:

On February 13, 2018, City Council approved preliminary plans and specifications for certain electrical materials associated with the expansion and breaker addition at Top-O-Hollow substation. The bid document is broken up into 4 sections – 69kV switches, Instrument Transformers, Lightning Arrestors and Steel Structures. The City can select a different bidder for each section. This allows the City to get the best pricing for each unique section.

Bid documents for this project were issued to twenty-one companies. The bid was advertised on the Current Bid Opportunities section of the Purchasing webpage and was also sent to three plan rooms.

On March 27, 2018, five bids were received as demonstrated on the attached report. Electric Services staff, along with an engineer from Dewild Grant Reckert & Associates (DGR) Company, reviewed the bids. **After the initial evaluation, they determined that the bid submitted by Southern States was non-responsive because the company provided a bid for only one of two items for the 69kV switches. After further evaluation the bid submitted by Kriz-Davis for Bid's No. 2 and No. 3 was also determined to be non-responsive because the equipment they proposed did not meet the required specification.**

Staff and DGR evaluated the remaining bids and concluded that the low bids for each group are acceptable. The recommended awards are as follows:

- Bid No. 1 69kV Switches – RESCO, Ankeny, IA for \$35,755.07
- Bid No. 2 Instrument Transformers - RESCO, Ankeny, IA for \$27,895.27
- Bid No. 3 Lightning Arrestors – RESCO, Ankeny, IA for \$6,530.58
- Bid No. 4 Steel Structures – Kriz-Davis Co. - BSE, Ames, IA for \$42,003.18.

The total recommended award for all materials included in this bid is \$112,184; the engineer's estimate of the cost of this equipment was \$159,600.

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

project cost. A table showing the current budget together with expenditures is included at the end of this Council Action Form.

ALTERNATIVES:

1. a. Award a contract to RESCO, Ankeny, IA, for the Furnishing Electrical Materials for Top-O-Hollow Substation Bid No. 1 69kV Switches in the amount of \$35,755.07 (inclusive of Iowa sales tax).
- b. Award a contract to RESCO, Ankeny, IA, for the Furnishing Electrical Materials for Top-O-Hollow Substation Bid No. 2 Instrument Transformers in the amount of \$27,895.27 (inclusive of Iowa sales tax).
- c. Award a contract to RESCO, Ankeny, IA, for the Furnishing Electrical Materials for Top-O-Hollow Substation Bid No. 3 Lightning Arrestors in the amount of \$6,530.58 (inclusive of Iowa sales tax).
- d. Award a contract to Kriz-Davis Co. - BSE, Ames, IA, for the Furnishing Electrical Materials for Top-O-Hollow Substation Bid No. 4 Steel Structures in the amount of \$42,003.18 (inclusive of Iowa sales tax).
2. Award a contract(s) to a different bidder.
3. Reject all bids and delay the purchase of the electrical materials.


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>RESCO</u>
\$35,755.07	69kV Switches - (pending Council approval of award for this agenda item)
\$27,895.27	Instrument Transformers - (pending Council approval of award for this agenda item)
\$6,530.58	69kV Switches - (pending Council approval of award for this agenda item)
	<u>Kriz-Davis Co. –BSE</u>
\$42,003.18	Steel Structures - (pending Council approval of award for this agenda item)
	<u>To Be Determined</u>
<u>\$*196,000</u>	*Estimated cost for (2) 69kV Breakers and (1) 13.8kV Cap Bank – for the CIP Project (currently out for bid)
\$907,415.10	Costs committed to date for project
\$1,042,584.90	Remaining Project Balance to cover remaining equipment and construction for the CIP Project.

		INVITATION TO BID NO. 2018-081 FURNISHING ELECTRICAL MATERIALS FOR TOP-O-HOLLOW SUBSTATION									
BIDDER:		Valmont Utility		Kriz-Davis Co - BSE		RESCO		Rohn Products LLC		Southern States	
BID NO. 1 69 KV SWITCHES											
DESCRIPTION	QTY	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
69 kV, 30 GOAB, vertical brekaer switch	2	NB		\$8,592.50	\$17,185.00	\$5,885.02	\$11,770.04	NB		Non-responsive. Incomplete bid.	
69 kV, 10 fused disconnect switch	3	NB		\$5,530.10	\$16,590.30	\$5,969.20	\$17,907.60	NB			
SUBTOTAL:				\$33,775.30		\$29,677.64					
SALES TAX (7%):				\$2,364.27		\$2,077.43					
FREIGHT (NON-TAXABLE):				\$0.00		\$4,000.00					
TOTAL BASE BID:				\$36,139.57		\$35,755.07					
Cost for Optional Worm Gear Operating Handle				included		\$995.75					
BID NO. 2 INSTRUMENT TRANSFORMERS											
DESCRIPTION	QTY	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
69 kV Potential Transformer	5	NB		Non-responsive - transformers proposed did not meet the spec		\$5,214.07	\$26,070.35	NB		NB	
SUBTOTAL:						\$26,070.35					
SALES TAX (7%):						\$1,824.92					
FREIGHT (NON-TAXABLE):						\$0.00					
TOTAL BASE BID:						\$27,895.27					
BID NO. 3 LIGHTNING ARRESTORS											
DESCRIPTION	QTY	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
48 kV (MCOV) Lightning Arrestors	9	NB		Non-responsive - arrestors proposed did not meet the spec		\$678.15	\$6,103.35	NB		NB	
SUBTOTAL:						\$6,103.35					
SALES TAX (7%):						\$427.23					
FREIGHT (NON-TAXABLE):						\$0.00					
TOTAL BASE BID:						\$6,530.58					
BID NO. 4 STEEL STRUCTURES											
DESCRIPTION	QTY	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE
69 kV GOAB Switch Structure	2	\$3,718.00	\$7,436.00	\$1,839.78	\$3,679.56	\$5,504.77	\$11,009.54	\$7,950.00	\$15,900.00	NB	
69 kV, 30 Phase PT Support Structure	1	\$1,281.00	\$1,281.00	\$1,052.42	\$1,052.42	\$2,121.65	\$2,121.65	\$3,550.00	\$3,550.00		
69 kV, 30 Phase Bus Support Structure	2	\$1,648.00	\$3,296.00	\$249.46	\$498.92	\$2,098.96	\$4,197.92	\$3,700.00	\$7,400.00		
69 kV Arrestor/Terminator Support Structure	2	\$5,466.00	\$10,932.00	\$3,227.42	\$6,454.84	\$6,515.78	\$13,031.56	\$9,550.00	\$19,100.00		
69 kV Fused Disconnect Support Structure	1	\$3,596.00	\$3,596.00	\$2,245.16	\$2,245.16	\$3,742.27	\$3,742.27	\$6,600.00	\$6,600.00		
Shield Mast	4	\$4,330.00	\$17,320.00	\$4,350.00	\$17,400.00	\$6,820.62	\$27,282.48	\$4,550.00	\$18,200.00		
Operator Platform	3	\$2,327.00	\$6,981.00	\$693.55	\$2,080.65	\$1,551.55	\$4,654.65	\$2,400.00	\$7,200.00		
Anchor bols for steel structures (lot)	1		\$1,246.00		\$1,145.16		\$1,122.68		\$4,650.00		
Detailing (lot)	1				\$3,250.00						
SUBTOTAL:		\$52,088.00		\$37,806.71		\$67,162.75		\$82,600.00			
SALES TAX (7%):				\$2,646.47		\$4,701.39		\$5,782.00			
SALES TAX (7%)- Not Licensed:		\$3,646.16									
FREIGHT (NON-TAXABLE):		\$3,354.00		\$1,550.00		\$0.00		\$0.00			
TOTAL BASE BID:		\$59,088.16		\$42,003.18		\$71,864.14		\$88,382.00			

COUNCIL ACTION FORM

SUBJECT: AWARD OF CONTRACT FOR THE BROOKSIDE PARK PATH LIGHTING PROJECT

BACKGROUND:

This project includes the installation of path lighting adjacent to the shared use paths in Brookside Park, 1325 6th St. The project includes the path that runs from 6th St. to 13th St., the path that enters the park from the east on Ridgewood Ave., and the path that enters the southeast corner of the park at Ridgewood Ave. and 6th St. **The shared use path system is an integral part of improving mobility and connectivity through Ames and the lighting will assist in increasing the safety for park users since the park is heavily populated with trees, which restrict the light that gets into the park.** The project is expected to be completed in 2018.

KCL Engineering, West Des Moines, Iowa, was hired to develop specifications, prepare a cost estimate, and provide project management for the lighting project. KCL was tasked with ensuring lighting components are compliant with City of Ames Outdoor Lighting Code.

Bids were solicited to provide all labor, equipment, materials, and other components necessary to complete the Brookside Park Path Lighting in accordance with Plans and Specifications.

Bidders:	Bid Amount:
Van Maanen Electric	\$128,700
Nelson Electric	\$136,640
Jasepering Electric	\$158,000
Voltmer, Inc.	\$158,515
NAI Electrical Contractors	\$174,985
Baker Electric Inc.	\$178,885

Project Cost and Funding:

Bid Amount	\$ 128,700
Design Fees	<u>\$ 8,000</u>
Total Estimate	\$ 136,075

City Council approved \$150,000 as part of the FY 2016/17 Capital Improvements Plan (CIP). The engineer's cost estimate for the project was \$144,075. Therefore, there are sufficient funds to complete the project as specified.

ALTERNATIVES:

1. Award the Brookside Park Path Lighting contract to Van Maanen Electric, Newton, IA for the bid amount of \$128,700.
2. Award the contract to one of the other bidders.
3. Accept the report of bids but do not award a contract at this time.
4. Reject all bids.

MANAGER'S RECOMMENDED ACTION:

The proposed project is an important addition to Brookside Park, because it alleviates safety concerns regarding how dark it gets during certain times of the year due to the tree canopy. Also, it encourages pedestrians and bicyclists to use the park as a safe connection route instead of using a lighted roadway.

The proposed lighting is compliant with the City of Ames Outdoor Lighting Code. Van Maanen Electric has successfully completed multiple projects for the City including the River Valley Park Softball Field Lighting, Inis Grove Park Sand Volleyball Court Lighting, and the Ames/ISU Ice Arena Lighting Project.

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

Proposed Light Fixture



COUNCIL ACTION FORM

SUBJECT: 2017/18 ASPHALT STREET PAVEMENT IMPROVEMENTS – PIERCE AVE, PIERCE CIR AND TYLER AVE.

BACKGROUND:

This is the annual program for reconstruction and resurfacing (rehabilitation) asphalt streets, typically located with 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. This program was created in accordance with City Council's goal of strengthening our neighborhoods. **This project will replace the existing worn out pavement on Pierce Avenue, Pierce Circle and Tyler Avenue with a new 7" thick hot mix asphalt pavement.**

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

Bidder	Base Bid Amount
Engineer's Estimate	\$ 706,080.30
Manatts	\$ 776,412.35

Estimated costs and associated revenues with this project include:

<u>Revenues</u>		<u>Expenses</u>	
Fund	Amount	Activity	Amount
G.O. Bonds	\$850,000.00	Design/Administration	\$ 70,000.00
		Construction	\$776,412.35
Total	\$850,000.00	Total	\$846,412.35

ALTERNATIVES:

- 1a. Accept the report of bids for the 2017/18 Asphalt Street Pavement Improvements Project.
- b. Approve the final plans and specifications for this project.
- c. Award the 2017/18 Asphalt Street Pavement Improvements Project to Manatts for the amount of \$776,412.35.

2. Do not proceed with this project.

MANAGER'S RECOMMENDED ACTION:

Proceeding with this project will make it possible to provide better service for all residents of these local streets.

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 CLEAR WATER DIVERSION PROGRAM**

BACKGROUND:

Clear water from footing drains causes overloading and backups in the sanitary sewer system, they also increase the volume of clean water that must be treated at the Water Pollution Control facility. The Clear Water Diversion program involves diverting footing drain discharge from sanitary sewers into storm sewers. This diversion results in lower volumes of clean water needing treatment at the WPC 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 where no storm sewer exists in the area. In winter conditions, those sump pump discharges can cause ice build-up in the curb and gutter. The 2015/16 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 Drive** (Douglas to Duff) and **Douglas Avenue** (O'Neil Dr. to 20th St).

On March 21, 2018 bids for this project were received as follows:

Engineer's Estimate	\$ 128,000.00
Ames Trenching	\$ 79,850.00
Keller Excavating	\$ 106,010.00
Jet Drain	\$ 109,730.20

Estimated costs and approved funding 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		\$ 79,850.00
Engineering & Administration		\$ 19,962.00
	\$ 150,000.00	\$ 99,812.00

ALTERNATIVES:

1. a. Accept the report of bids for the 2017/2018 Clear Water Diversion Program.
b. Approve the final plans and specifications for this project.

c. Award the 2017/2018 Clear Water Diversion Program) to Ames Trenching & Excavating of Ames, Iowa in the amount of \$79,850.00.

2. Do not proceed with the project at this time.

MANAGER'S RECOMMENDED ACTION:

By awarding this project, it will be possible reduce clean water discharges into the sanitary sewer system. This will reduce treatment costs at the WPC facility and is intended to have a mitigating effect on local back-ups and discharge issues.

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 WATER SYSTEM IMPROVEMENTS PROGRAM #2 – (KELLOGG AVENUE AND 18TH STREET)

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 in the older areas of the community) provides larger supply quantities in relation to the current and proposed land uses, in accordance with the Land Use Policy Plan.

This project is for water service transfers on Kellogg Avenue (24th Street to 28th Street) and 18th Street (Clark Avenue to Burnett Avenue).

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

<i>Bidder</i>	<i>Bid Amount</i>
Engineer's estimate	\$692,104.50
Keller Excavating	\$526,619.70
Ames Trenching	\$580,013.00
J&K Construction	\$696,969.69
GM Contracting	\$734,464.27
Synergy Contracting	\$776,923.32

Engineering and administration costs are estimated to be \$103,815.68 bringing the total estimated project costs to \$630,435.38.

In addition to the **\$630,435.38** shown above, approximately **\$402,500** will be utilized for water main replacements with the 2017/18 Arterial Street Pavement Improvements Program on 13th Street from Ridgewood Avenue to Harding Avenue. This brings **overall 2017/18 program costs to \$1,032,935.38**. The 2017/18 Water System Improvements are shown in the Capital Improvements Plan with **\$1,300,000 in overall funding**.

ALTERNATIVES:

1. a. Accept the report of bids for the 2017/18 Water System Improvements Program #2 – Water Service Transfer (Kellogg Avenue and 18th Street).

b. Approve the final plans and specifications for this project.

c. Award the 2017/18 Water System Improvements Program #2 – Water Service Transfer (Kellogg Avenue and 18th Street) to Keller Excavating in the amount of \$526,619.70.
2. a. Accept the report of bids for the 2017/18 Water System Improvements Program #2 – Water Service Transfer (Kellogg Avenue and 18th Street).

b. Reject award and direct staff to modify the project for a future bid letting.
3. Do not proceed with the project at this time.

MANAGER’S RECOMMENDED ACTION:

By awarding this project, it will be possible to move forward and improve the reliability of the water system and improve water quality for our citizens in these areas.

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 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.**

Since this project funding source includes Iowa Department of Transportation (DOT) Surface Transportation Program (STP) funds, the project must follow Iowa DOT letting policies and be let by the Iowa DOT. On March 20, 2018, bids for the project were received as follows:

<i>Bidder</i>	<i>Bid Amount</i>
Engineer's Estimate	\$1,824,513.00
Con-Struct, Inc.	\$1,453,187.05
Concrete Technologies, Inc.	\$1,879,446.04
Absolute Concrete Construction, Inc.	\$1,899,342.23

The following table summarizes the 2017/18 Arterial Street Pavement Improvements program funding sources, funding distribution, and expense breakdown for this project location.

Activity	Expenses	Revenue
Engineering	\$300,000.00	
Construction	\$1,453,187.05	
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
TOTAL	\$1,753,187.05	\$2,132,500

ALTERNATIVES:

1.
 - a. Accept the report of bids for the 2017/18 Arterial Street Pavement Improvements (13th Street – Ridgewood Avenue to Harding Avenue).
 - b. Approve the final plans and specifications for this project.
 - c. Award the 2017/18 Arterial Street Pavement Improvements (13th Street – Ridgewood Avenue to Harding Avenue) to Con-Struct, Inc. of Ames, Iowa, in the amount of \$1,453,187.05, contingent upon receipt of Iowa DOT concurrence.
2.
 - a. Accept the report of bids for the 2017/18 Arterial Street Pavement Improvements (13th Street – Ridgewood Avenue to Harding Avenue).
 - b. Reject award and direct staff to modify the project for a future Iowa DOT bid letting.
3. Do not proceed with the project at this time.

MANAGER'S RECOMMENDED ACTION:

By awarding this project, it will be possible to proceed with improvements to one of the City's highly traveled arterial streets, thus prolonging the service life of this street for continued use by residents and visitors. Delay or rejection of awarding this project could delay the start of this arterial street improvement project until 2019.

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

COUNCIL ACTION FORM

SUBJECT: **PRELIMINARY PLAT FOR MENARDS**

BACKGROUND:

Menards Ames Subdivision is a proposed 41-acre development on SE 16th Street just west of the Skunk River. See a location map in Attachment A. The property owner, Hickory Park, Inc., requests approval of a preliminary plat creating 5 lots. There are three developable parcels, one outlot reserved for the FEMA-designated Floodway, and one small lot to be dedicated as right-of-way. (Lot Layout-Attachment B)

The largest lot is intended for a Menards store, for which City staff is currently reviewing a Minor Site Development Plan. The two smaller lots along SE 16th Street are designated for future commercial development. The Floodway lies along the eastern one quarter of the site. No development is proposed for this outlot and the notation on the plat indicates it is reserved for the Floodway. A small lot in the northeast corner will include an extension of the sidewalk along SE 16th Street to the Skunk River Trail. The sidewalk will run adjacent to an existing gravel drive that has provided access to the trail for maintenance and to the USGS river gages. This small lot will be dedicated as SE 16th Street right-of-way.

No public improvements are proposed with the subdivision with the exception of the construction of sidewalks. Appropriate easements for water and sewer are included with on the Preliminary Plat.

Planning and Zoning Commission: At its meeting on March 7, 2018, the Ames Planning and Zoning Commission voted 5-1 to recommend approval of the preliminary plat to the City Council. Other than the applicant's representative, no one spoke during the public hearing.

ALTERNATIVES:

1. The City Council can approve the Preliminary Plat for Menards Ames Subdivision
2. The City Council can deny the Preliminary Plat for Menards Ames Subdivision, 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.
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 RECOMMENDED ACTION:

This preliminary plat proposal includes three developable lots. Upon Final Plat approval, the largest lot is intended to be the site of the proposed Menards store. The preliminary plat identifies the necessary infrastructure to serve the three commercial lots, restricts the Floodway from any development, and dedicates a portion of right-of-way for a sidewalk extension to the City's trail system. City staff has reviewed the proposed plat and find it conforms to the requirements of the Ames Subdivision Regulations and to the other adopted policies and ordinances of the City.

Therefore, it is the recommendation of the City Manager that the City Council approve the Preliminary Plat of Menards Ames Subdivision.

Addendum

General Site Info

The site is currently two platted parcels of about 20 acres each lying between SE 16th Street and US Highway 30. The site is relatively flat although the owner has been bringing fill dirt onto the western half of the lot to raise the elevation in anticipation of a future development. Attachment B includes an aerial of the site.

Immediately to the east of the site (between this site and the Skunk River) is a parcel owned by the State of Iowa. It lies entirely in the Floodway. The Skunk River Trail, connecting the Hunziker Youth Sports Complex to the trail head on the north side of SE 16th Street, lies within this parcel.

To the north, across SE 16th Street, lies agricultural land. It is currently zoned A-Agricultural but the Land Use Policy Plan designation is Highway-Oriented Commercial. To the south is US Highway 30 and, south of that, is City-owned land for the Ames dog park and the Hunziker Youth Sports Complex. To the west is commercially-zoned land with a landscaping business. Attachment C includes zoning of the area.

Lots

The site will yield three developable lots. The largest is about 26 acres and will be the site of the future Menards. Two smaller commercial parcels are about one and a half acres each and will be marketed by Menards to compatible uses.

A 10-acre outlot is reserved for the FEMA-designated Floodway. Also within the Floodway, a 0.16 acre lot will be dedicated as right-of-way.

Flood Plain

Nearly the entire site lies with the FEMA-designated flood plain—about one quarter of which is Floodway and the remainder is Floodway Fringe. A map of the flood plain is found in Attachment D. Development within the Floodway Fringe is allowed provided that buildings are elevated or flood proofed to 3 feet above the Base Flood Elevation (BFE or the water surface level of a flood having a 1 percent chance of occurring in any given year). Anything within the Floodway is severely restricted and usually requires explicit approval by the City Council through a Major Site Development Plan or a Preliminary Plat. In this case, the only development proposed for the Floodway is the sidewalk along SE 16th Street and extending to the Skunk River Trail. All of this is accomplished without the introduction of fill and with only minimal grading. The Floodway will be seeded with a native plant mix.

Streets

All lots are fully served by SE 16th Street and no additional streets are proposed.

Water

A public water main will be extended from off-site near the southeast corner of the Meadow Lanes mobile home park. Once brought to the site, the public water main will

encircle the proposed building site providing service to future proposed hydrants. Extensions of the main will serve the two other commercial lots.

Sewer

The site has sanitary sewer lines running through it currently. Manholes will be installed and public sanitary sewer mains will provide service to the three lots. One existing sanitary sewer line has a poorly described easement which will be vacated and a new one established at the time of the final plat approval.

Sidewalks and Trails

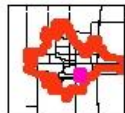
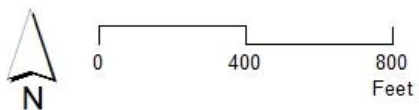
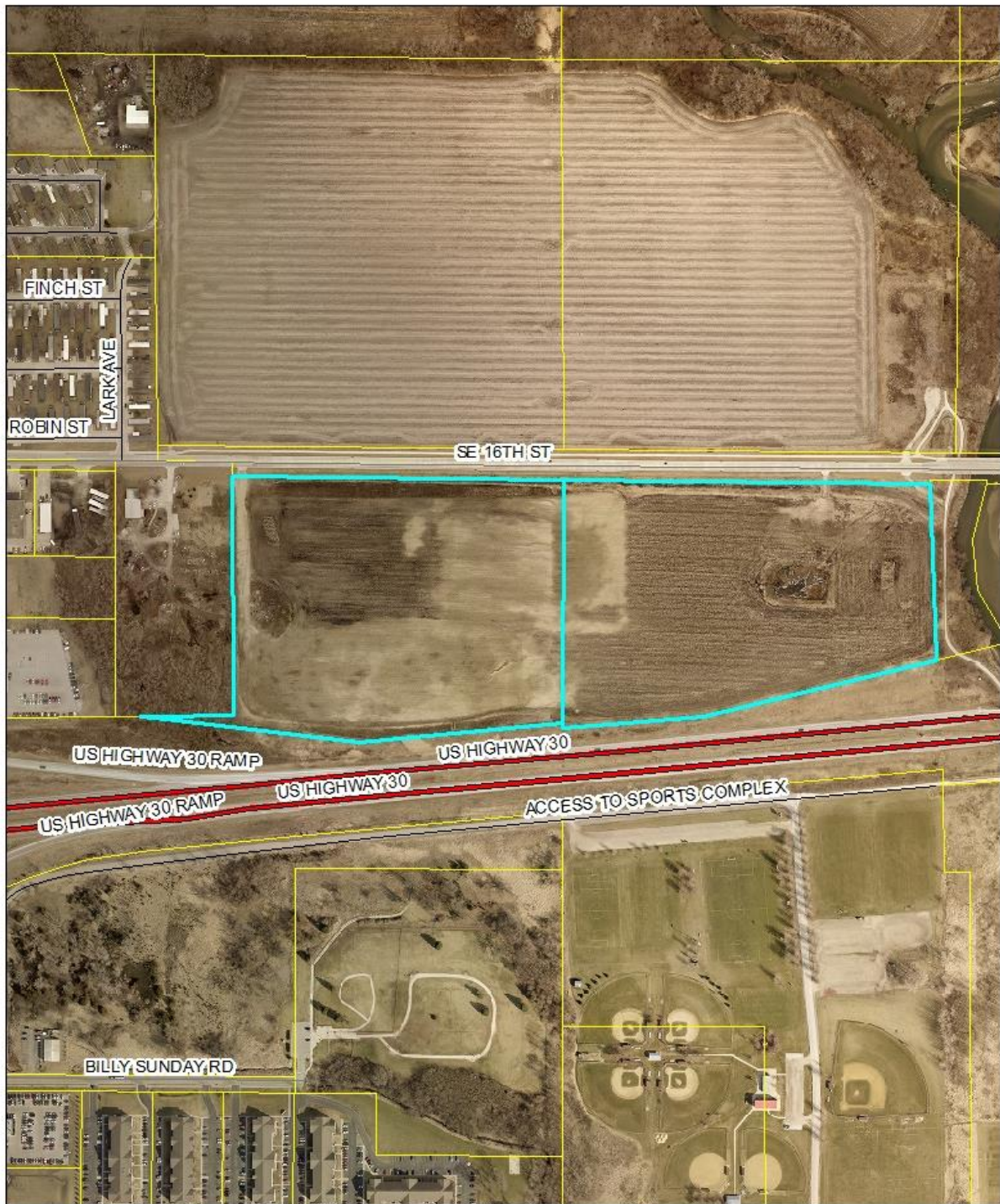
A five-foot sidewalk is required along the frontage of the lot. But because of the width of the drainage ditch on the south side of SE 16th Street, the sidewalk will be along the back of the curb of the street rather than the preferred location of along the front property line. Because of the location adjacent to the curb, city standards require a 7-foot sidewalk width.

The sidewalk is deflected back to the property line at the two entrances into the Menards site. The sidewalk is deflected to a lesser extent at the two gravel entrances to the east. The sidewalk will continue to connect with the Skunk River Trail on the west bank of the river.

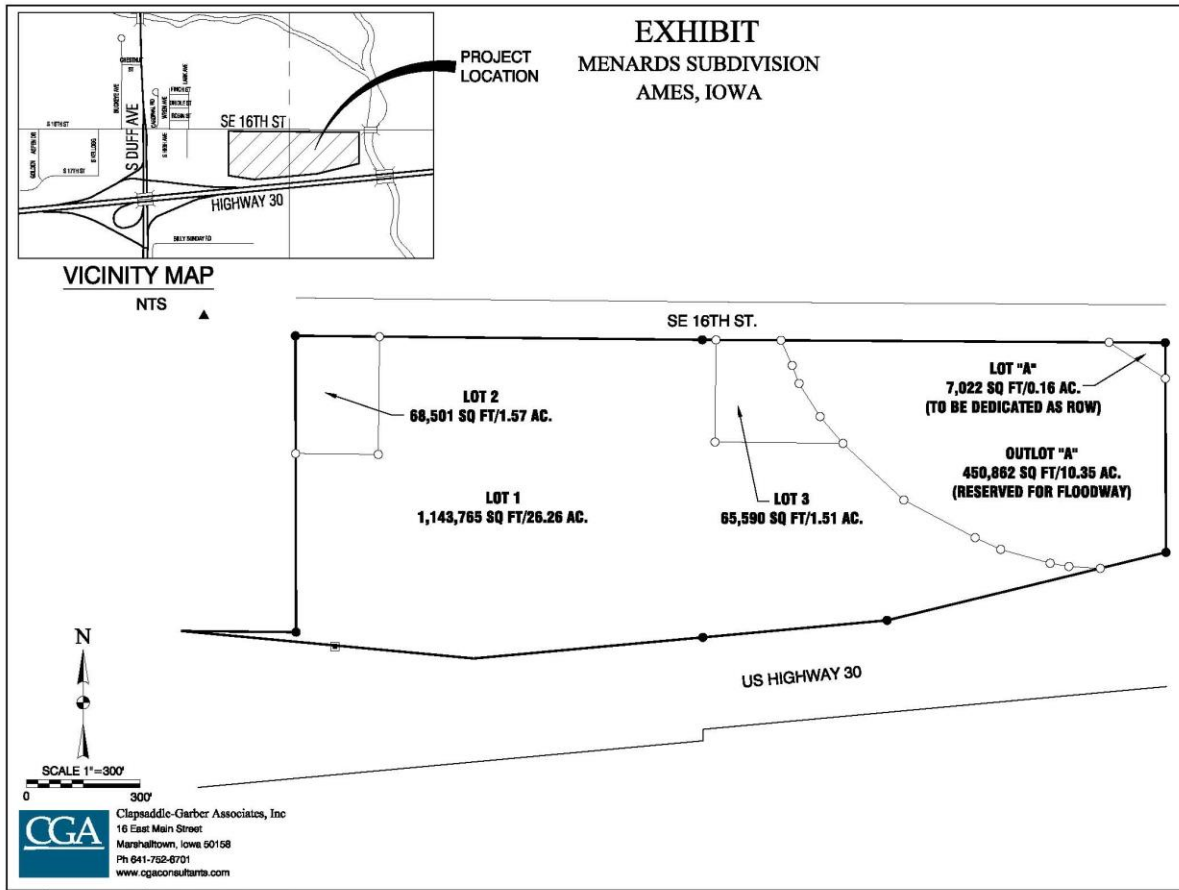
Storm Water Management

Storm water is managed with three retention ponds—two smaller ones on the west portion of Lot 1 and one larger one on the east portion of that lot. Public Works staff has reviewed the storm water management plan and finds that it meets the capacity requirements of the City's ordinances. Further storm water information will be needed prior to approval of the minor site development plan but, for purposes of this preliminary plat, the proposed grading and detention plans can be approved.

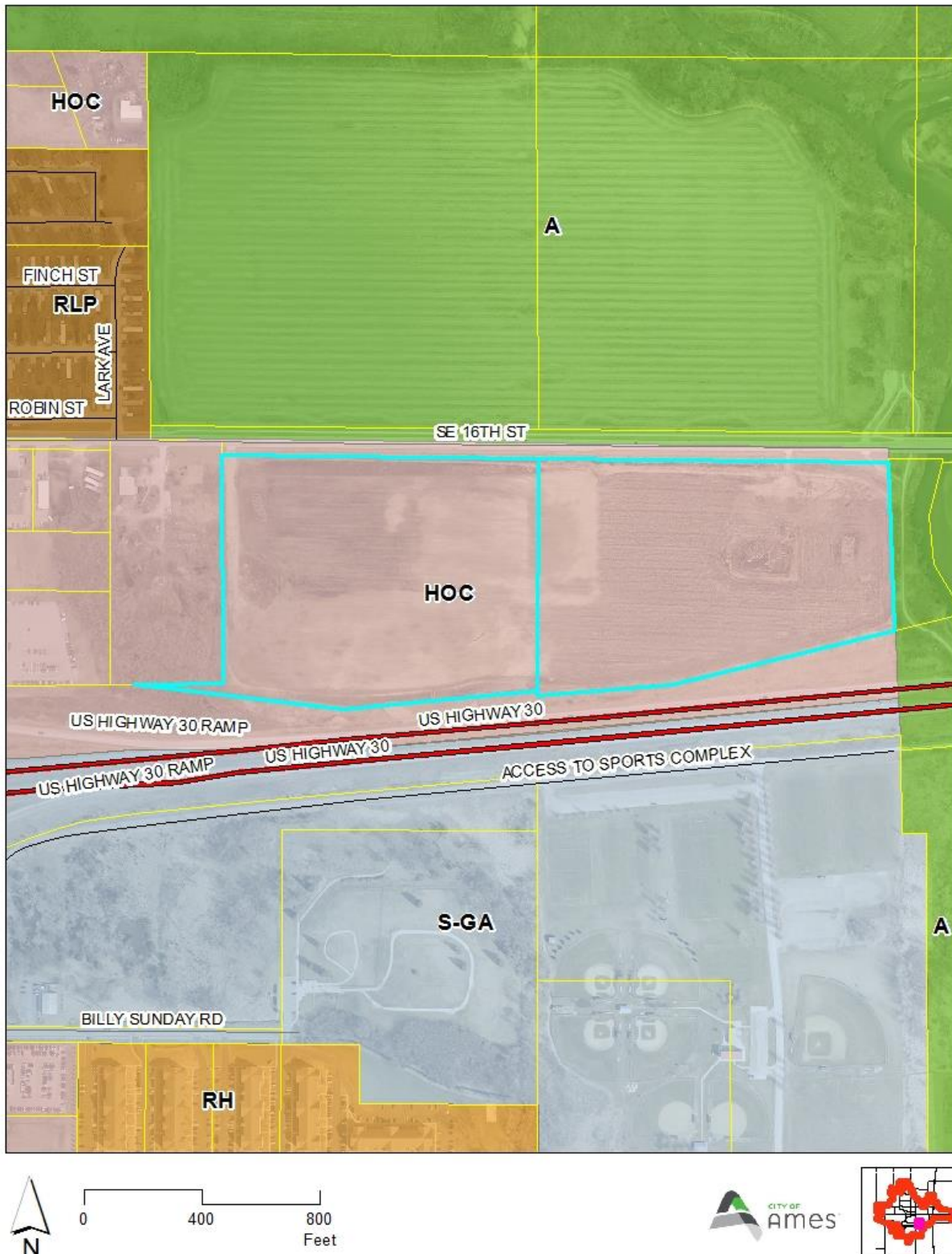
ATTACHMENT A: LOCATION MAP



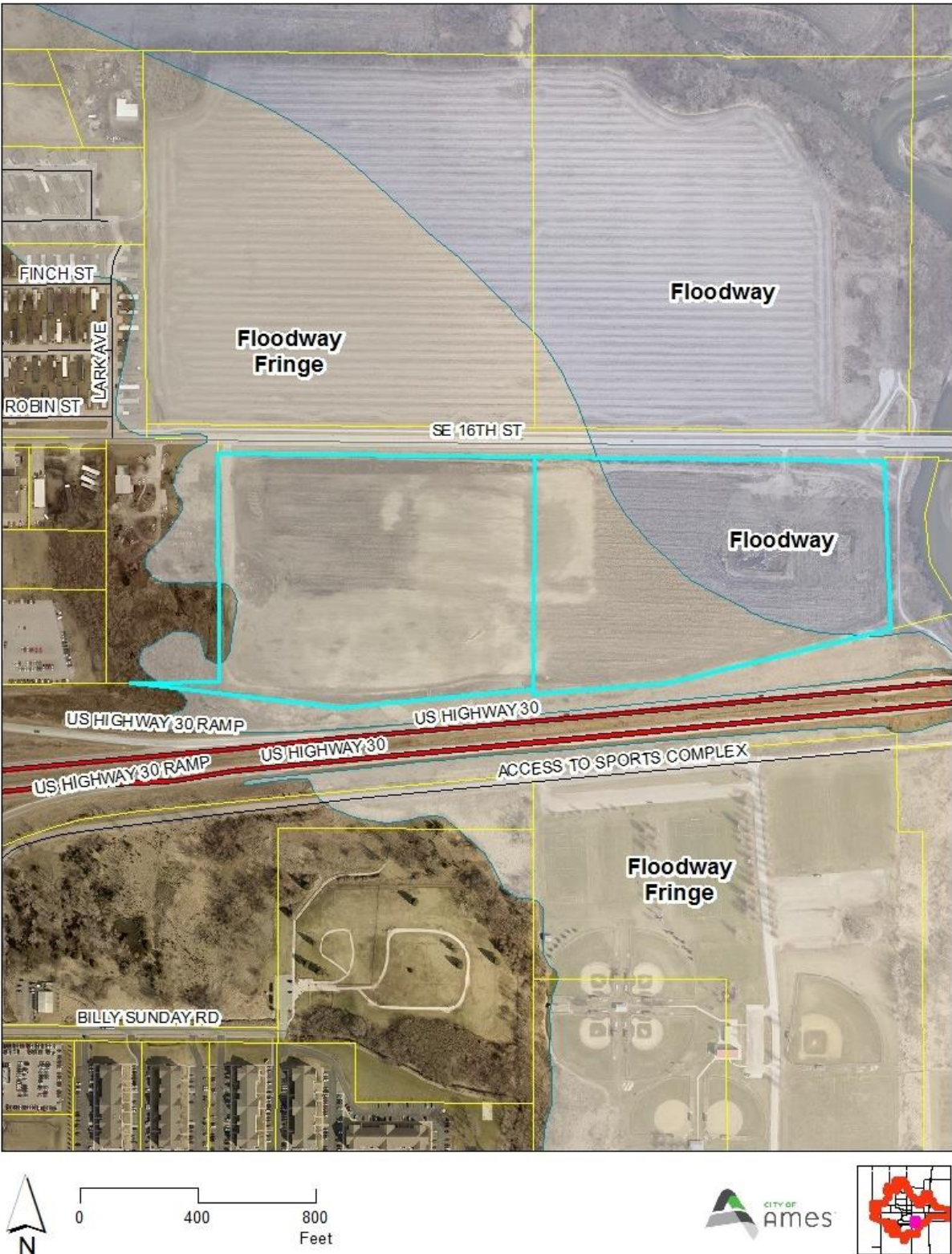
ATTACHMENT B: PRELIMINARY PLAT LOT LAYOUT



ATTACHMENT C: ZONING



ATTACHMENT D: FLOOD PLAIN



ATTACHMENT E: 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(5):

- (5) *City Council Review of Preliminary Plat: All proposed subdivision plats shall be submitted to the City Council for review and approval in accordance with these Regulations. The City Council shall examine the Preliminary Plat, any comments, recommendations or reports examined or made by the Planning and Zoning Commission, and such other information as it deems necessary and reasonable to consider.*

Ames Municipal Code Section 23.302(6):

- (6) *City Council Action on Preliminary Plat:*

- a. *Based upon such examination, the City Council shall determine whether the Preliminary Plat conforms to relevant and applicable design and improvement standards in these Regulations, to other City ordinances and standards, to the City's Land Use Policy Plan and to the City's other duly adopted plans. In particular, the City Council shall determine whether the subdivision conforms to minimum levels of service standards set forth in the Land Use Policy Plan for public infrastructure and shall give due consideration to the possible burden of the proposed subdivision on public improvements in determining whether to require the installation of additional public improvements as a condition for approval.*
- b. *Following such examination and within 30 days of the referral of the Preliminary Plat and report of recommendations to the City Council by the Planning and Zoning Commission, the City Council shall approve, approve subject to conditions, or disapprove the Preliminary Plat. The City Council shall set forth its reasons for disapproving any Preliminary Plat or for conditioning its approval of any Preliminary Plat in its official records and shall provide a written copy of such reasons to the developer.*

Ames Municipal Code Chapter 23, Subdivisions, Division IV, establishes requirements for public improvements and contains design standards.

PRELIMINARY PLAT MENARDS SUBDIVISION

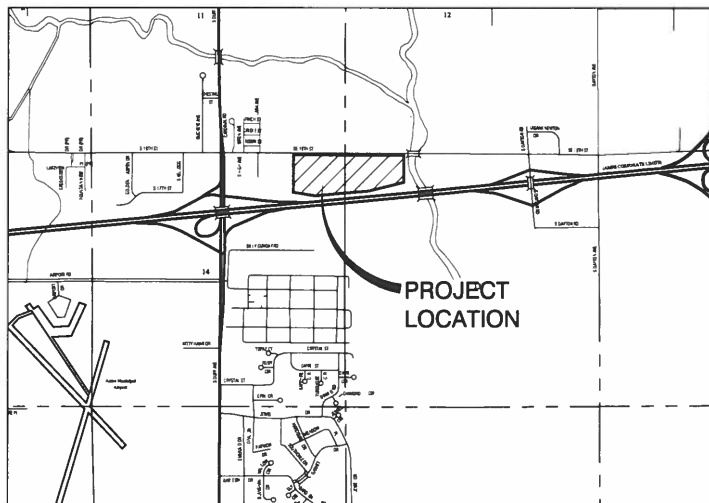
PART OF NE 1/4 OF SECTION 14, T83N, R24W AND PART OF NW 1/4 OF SECTION 13, T83N, R24W
CITY OF AMES, STORY COUNTY, IOWA

LEGEND

EXISTING	PROPOSED	
		EVERGREEN TREE
		DECIDUOUS TREE
		SHRUBS (BUSHES)
		TREE LINE
		SIGN (TYPE AS NOTED)
		FENCE
		SILT FENCE
		CONTOUR LINE
		WATERLINE
		WATER VALVE
		FIRE HYDRANT
		SANITARY SEWER LINE
		STORM SEWER LINE
		MANHOLE
		CLEANOUT
		INTAKE
		BEEHIVE INTAKE
		GAS LINE
		GAS VALVE
		OVERHEAD ELECTRICAL LINE
		BURIED ELECTRICAL LINE
		POWER POLE
		STREET LIGHT
		ELECTRICAL BOX/TRANSFORMER
		TELEPHONE LINE
		TELEPHONE PEDESTAL

LEGAL DESCRIPTION

PARCEL "C" IN THE NORTH HALF (N 1/2) OF THE NORTHEAST QUARTER (NE 1/4) OF SECTION FOURTEEN (14), TOWNSHIP EIGHTY-THREE (83) NORTH, RANGE TWENTY-FOUR (24) WEST OF THE 5TH P.M., AMES, STORY COUNTY, IOWA, AS SHOWN ON THE "PLAT OF SURVEY" FILED IN THE OFFICE OF THE COUNTY RECORDER, STORY COUNTY, IOWA, ON MARCH 12, 1993, IN BOOK 11, PAGE 140; AND PARCEL "D" IN THE NORTHWEST QUARTER (NW 1/4) OF THE NORTHWEST QUARTER (NW 1/4) OF SECTION THIRTEEN (13), TOWNSHIP EIGHTY-THREE (83) NORTH, RANGE TWENTY-FOUR (24) WEST OF THE 5TH P.M., AMES, STORY COUNTY, IOWA, ON MARCH 12, 1993 IN BOOK 11, PAGE 140; EXCEPT THE NORTH 50 FEET OF THE NE 1/4 OF THE NE 1/4 OF SAID SECTION 14, EXCEPT THE WEST 242.02 FEET THEREOF, AND THE NORTH 50 FEET OF THE NW 1/4 OF THE NW 1/4 OF SAID SECTION 13, EXCEPT THE EAST 83.47 FEET THEREOF. SUBJECT TO EASEMENTS AND RESTRICTIONS OF RECORD, IF ANY.



VICINITY MAP
NTS

ENGINEER

CLAPSADDLE-GARBER ASSOCIATES
ADAM DATERS
16 E. MAIN STREET
MARSHALLTOWN, IA 50158
adaters@cgaconsultants.com
641-752-6701

LAND SURVEYOR

CLAPSADDLE-GARBER ASSOCIATES
JEREMY HARRIS
16 E. MAIN STREET
MARSHALLTOWN, IA 50158
jharris@cgaconsultants.com
641-752-6701

PROPRIETOR

HICKORY PARK INC
PO BOX 765
AMES, IOWA 50010

DEVELOPER

THERON J BERG
REAL ESTATE MANAGER
MENARD, INC.

SITE DATA

AREA=39.65 ACRES

ZONING

DISTRICT "HOC" - HIGHWAY-ORIENTED COMMERCIAL DISTRICT

FRONT YARD SETBACK: 20'

SIDE YARD SETBACK: 5'

REAR YARD SETBACK: 10'

MAX. HEIGHT: 85' OR 7 STORIES

LOT AREA: NO MINIMUM

FLOOD ZONE

(ZONE AE) THE 1% ANNUAL CHANCE FLOOD
(100-YEAR FLOOD), ALSO KNOWN AS THE
BASE FLOOD.
PANEL# 19169C 0163F
EFFECTIVE DATE OCTOBER 16, 2014

JURISDICTION

CITY OF AMES, IOWA

ADDRESS

530 AND 900 SE 16TH STREET
AMES, IOWA

LEGEND

EXISTING	PROPOSED	
		WATER LINE
		SANITARY SEWER LINE
		STORM SEWER LINE
		INTAKE
		GAS LINE
		BURIED ELECTRICAL LINE
		PHASE LINE
		FIRE HYDRANT
		PROPERTY LINE
		BOUNDARY LINE

SHEET INDEX

- COVER SHEET
- PRELIMINARY PLAT
- PRELIMINARY PLAT

THIS PRELIMINARY PLAT PERIMETER BOUNDARY WAS PREPARED
UNDER MY DIRECT SUPERVISION
(NOT TO BE A RECORDED DOCUMENT)

Jeremy A Harris, PLS

Date

TO THE BEST OF MY KNOWLEDGE, THIS PRELIMINARY PLAT CONFORMS TO
THE PRELIMINARY PLAT REQUIREMENTS OF THE CITY OF AMES, IOWA
(NOT TO BE USED FOR CONSTRUCTION)

Adam C Daters, PE

Date



Clapsaddle-Garber Associates, Inc.
16 East Main Street
Marshalltown, Iowa 50158
Ph 641-752-6701
www.cgaconsultants.com

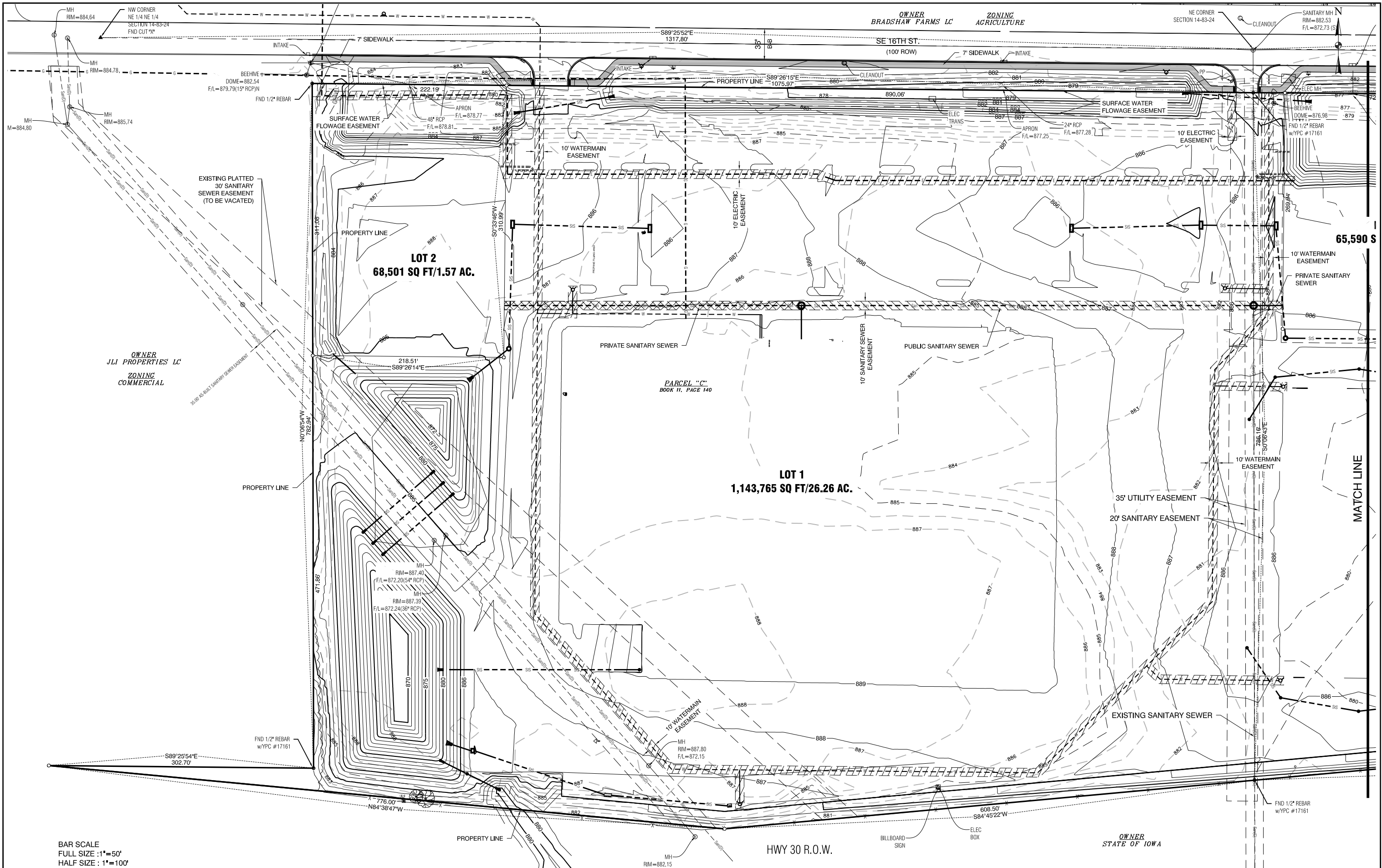
DESIGNED: _____ DATE: _____
DRAWN: CAQ DATE: 1-31-2018
CHECKED: ACD DATE: _____
APPROVED: _____ DATE: _____

MENARDS SUBDIVISION
AMES, IOWA

COVER SHEET

PROJECT NO.
5654.05
SHEET NO.
1 OF 3

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BAR SCALE
FULL SIZE : 1"=50'
HALF SIZE : 1"=100'



NO.	REVISION	BY	DATE	NO.	REVISION	BY	DATE
1	CITY COMMENTS	CAQ	2/27/18				

CGA
Clapsaddle-Garber Associates, Inc.
16 East Main Street
Marshalltown, Iowa 50158
Ph 641-759-4701
www.cgaconsultants.com

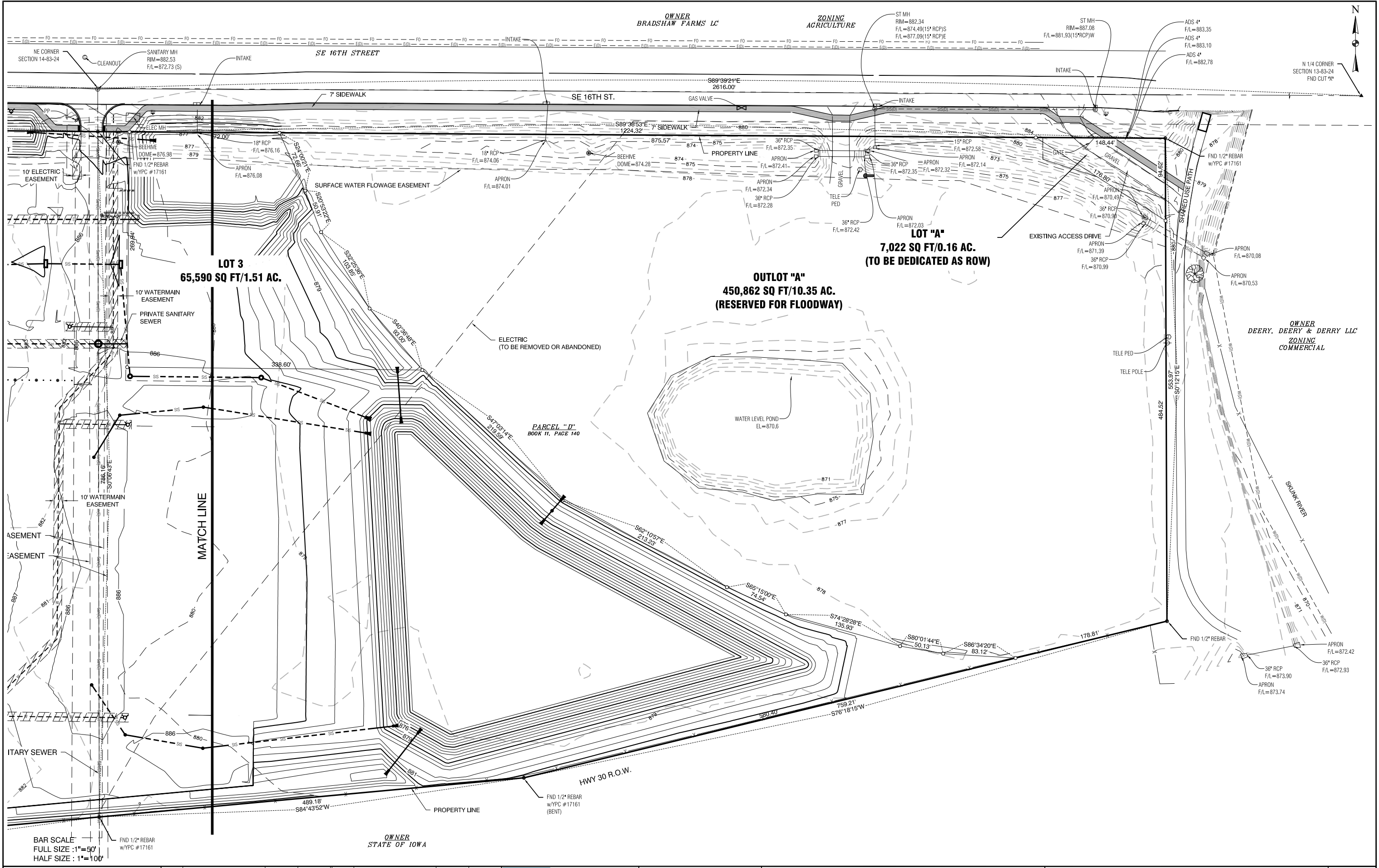
DESIGNED: _____ DATE: _____
DRAWN: CAQ _____ DATE: _____
CHECKED: ACD _____ DATE: _____
APPROVED: _____ DATE: _____

MENARDS SUBDIVISION

AMES, IOWA

PRELIMINARY PLAT

PROJECT NO.
5654.05
SHEET NO.
2 OF 3



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NO.	REVISION	BY	DATE	NO.	REVISION	BY	DATE
1	CITY COMMENTS	CAQ	2/27/18				



Clapsaddle-Garber Associates, Inc.
16 East Main Street
Marshalltown, Iowa 50158
Ph 641-752-4701
www.cgaconsultants.com

DESIGNED: _____ DATE: _____
DRAWN: CAQ _____ DATE: _____
CHECKED: ACD _____ DATE: _____
APPROVED: _____ DATE: _____

MENARDS SUBDIVISION
AMES, IOWA

PRELIMINARY PLAT

PROJECT NO.
5654.05
SHEET NO.
3 OF 3

COUNCIL ACTION FORM

SUBJECT: **SET PUBLIC HEARING DATE FOR URBAN REVITALIZATION
AREA AT 415 STANTON AVENUE**

BACKGROUND:

The Crawford Ames, LLC, owner and developer, are requesting the designation of an Urban Revitalization Area for the property located at 415 Stanton Avenue. The subject site consists of six platted lots and other parts of properties for a total of approximately 1.6 acres that are currently zoned Residential High Density (RH). A location map is included as an exhibit to the Draft URA Plan in Attachment A.

The history of the site includes a prior use as a former elementary school, most recently used as the Ames Community School District Offices. The developer will renovate the existing building and construct an addition that consists of an atrium, apartments and attached parking. The total number of residential units is thirty.

On November 28, 2018, City Council determined that the Crawford School site at 415 Stanton Avenue is eligible for designation as an Urban Revitalization Area (URA), under *Section 404.1(3) of the Code of Iowa*, in that this is *"An area in which there is a predominance of buildings or improvements which by reason of age, history, architecture or significance should be preserved or restored to productive use."* Due to procedural requirements to meet the developer's interest in proceeding with new construction, designating the site under Section 404.1(5) of the Code of Iowa as *"An area designated as appropriate for public improvements related to housing and residential development, or construction of housing and residential development, including single or multifamily housing"* would allow the developer to proceed more quickly. As a residential only project it can be found to be eligible under this criterion. This change in criteria for the designation does not modify the URA Plan requirements, only the finding for the basis of creating a URA Area.

In order to receive the tax abatement, the developer must meet the criteria established in an Urban Revitalization Plan. In regards to this project, the City Council previously directed that the Minor Site Development Plan along with the following requirements must be satisfied for the developer to receive the tax abatement incentive.

1. The existing building is no longer occupied as a public school, and has not been converted to another use prior to designation as an Urban Revitalization Area; and,
2. Structured parking (enclosed garage parking) is provided on site with at least one covered stall per unit; and,

3. The character of the existing building on the south and east elevations is maintained and preserved. The proposed addition matches the architectural style of the existing building.
4. The original school structure will remain, and historic materials will be preserved or adaptively reused when possible. This includes a requirement that 100% of the exterior walls of the south and east façade of the existing building remains brick.
5. The site and building substantially conforms to the site and architectural plans approved by the City Council as part of the URA Plan.

URBAN REVITALIZATION PLAN:

The draft Urban Revitalization Plan (Attachment A) includes the statutory content and also includes qualifying criteria. These criteria are found in Attachment 3 of the Urban Revitalization Plan and require substantial conformance to the Concept Plans as depicted in Attachment 4 of the Draft Urban Revitalization Plan. Staff proposes that the URA Plan expire on December 31, 2020. This would mean all improvements used as a basis for requesting property tax abatement as qualified real estate would need to be complete prior to the expiration date. Previously approved abatements would continue for the duration of the tax exemption schedule.

If City Council is satisfied with the draft Urban Revitalization Plan and qualifying criteria, it must next set a public hearing date to consider approval of the plan. The next available Council meeting that meets public notice requirements is May 8, 2018. At that meeting, the City Council will conduct a public hearing, act on a resolution to approve the Urban Revitalization Plan, and act on the first reading of an ordinance exempting the improvements from property taxes within the Urban Revitalization Area for projects that meet the qualifying criteria.

ALTERNATIVES:

1. If the City Council accepts the draft Urban Revitalization Plan for 415 Stanton Avenue, it can set May 8, 2018 as the date of the public hearing for the adoption of the Plan and the approval of the Urban Revitalization Area.
2. The City Council may amend the draft Urban Revitalization Plan for 415 Stanton Avenue and direct staff to set May 8, 2018 as the date of the public hearing for the adoption of the Plan and the approval of the Urban Revitalization Area.
3. The City Council may choose not to proceed with establishing an Urban Revitalization Area for the subject site.

CITY MANAGER'S RECOMMENDED ACTION:

The attached plan is in conformance with the direction that was given in November for

drafting an Urban Revitalization Plan for 415 Stanton Avenue. Staff believes using the designation criterion referenced in Section 404.1(5) rather than Section 404.1(3) allows the developer to proceed more quickly on consolidating the existing lots and proceeding with the development.

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

ATTACHMENT A: DRAFT URA PLAN



Urban Revitalization Plan

Approved by the Ames City Council on _____, 2018
In accordance with Chapter 404, Code of Iowa

Legal Descriptions (See Attachment 1: Location Map)

415 Stanton Avenue

PARCEL D, LOTS 2-7 (EX S 5' LOT 7) W.T.SMITH'S ADDITION & E 15' LOTS 3-8 (EX S 15', E 15' LOT 8) LEE & LITTLE'S ADDITION, CITY OF AMES, STORY COUNTY, IOWA.

Owners and Addresses

Property	Owner Name	Owner Address
Parcel 1	The Crawford Ames, LLC	2519 Chamberlain St., Ste 101 Ames, IA 50014-2525

Assessed Valuation

Property	Land Value	Building Value	Total Value
Parcel 1	75,000	0	75,00

Zoning and Land Uses (See Attachment 2: Zoning of Proposed URA)

Property	Existing	
	Zoning	Land Use
Parcel 1	RH	Residential High Density

Proposed Expansion of Services

The proposed urban revitalization area will continue to receive all services from the City of Ames. There is no proposed extension or increase in the level of service.

Applicability

Revitalization is applicable only to new construction and only in conformance with the approved site development plan and that the principal buildings have received building certificates of occupancy. Revitalization is available to this site provided that qualifying criteria found in Attachment 3 of this Plan are met.

Relocation Plan

There is only one building within the boundaries of the URA the building is to be retained and renovated to a residential use as condition of the Zoning Agreement. No relocations will occur.

Tax Exemption Schedule

The property owner may choose one of the following options:

The exemption period for ten (10) years. The amount of the partial exemption is equal to a percent of the Actual Value added by the improvements, determined as follows:

For the first year	80%
second	70%
third	60%
fourth	50%
fifth	40%
sixth	40%
seventh	30%
eighth	30%
ninth	20%
tenth	20%

The exemption period for five (5) years.

For the first year	100%
second	80%
third	60%
fourth	40%
fifth	20%

The exemption period for three (3) years. All qualified real estate is eligible to receive a 100% exemption on the Actual Value added by the improvements for each of the three years.

Required Increase in Valuation

The project shall require an increased in assessed valuation of at least fifteen percent.

Federal, State or Private Funding

No federal, state, or private funding (other than the developer's financing) is anticipated for this project.

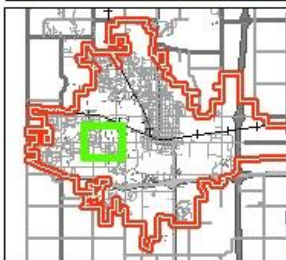
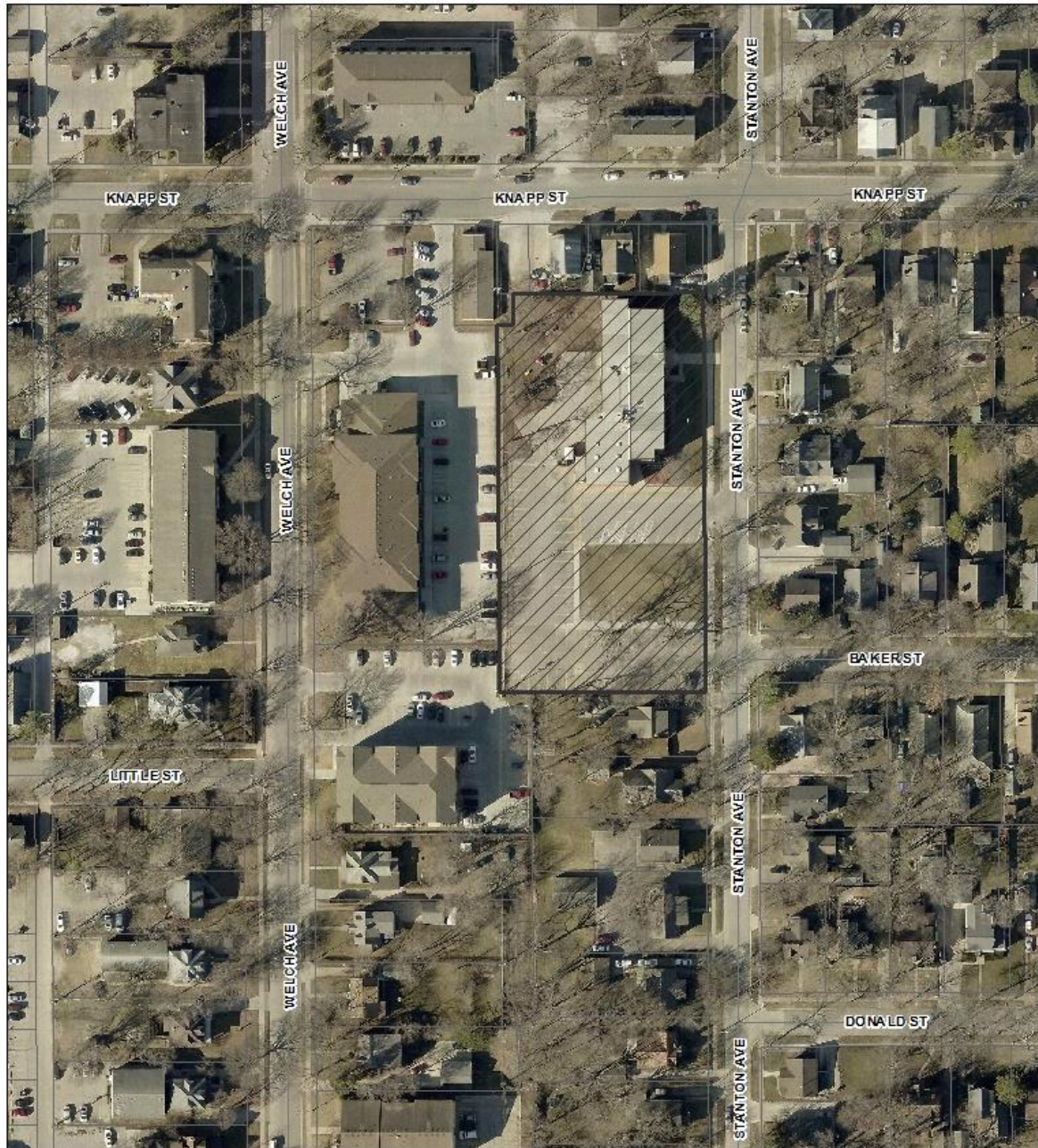
Duration

The Urban Revitalization Area shall expire on December 31, 2020. All projects seeking tax abatement must have been completed prior to expiration. Projects already determined to be eligible for tax abatement shall continue to receive tax abatement consistent with the chosen schedule for abatement and in accordance with state law.

Additional Criteria

In order to be eligible for tax abatement, improvements must be consistent with City ordinances and also meet the criteria in Attachment 3.

ATTACHMENT 1: LOCATION OF PROPOSED URBAN REVITALIZATION AREA



**Location Map
415 Stanton Avenue**

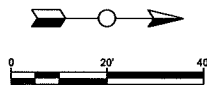
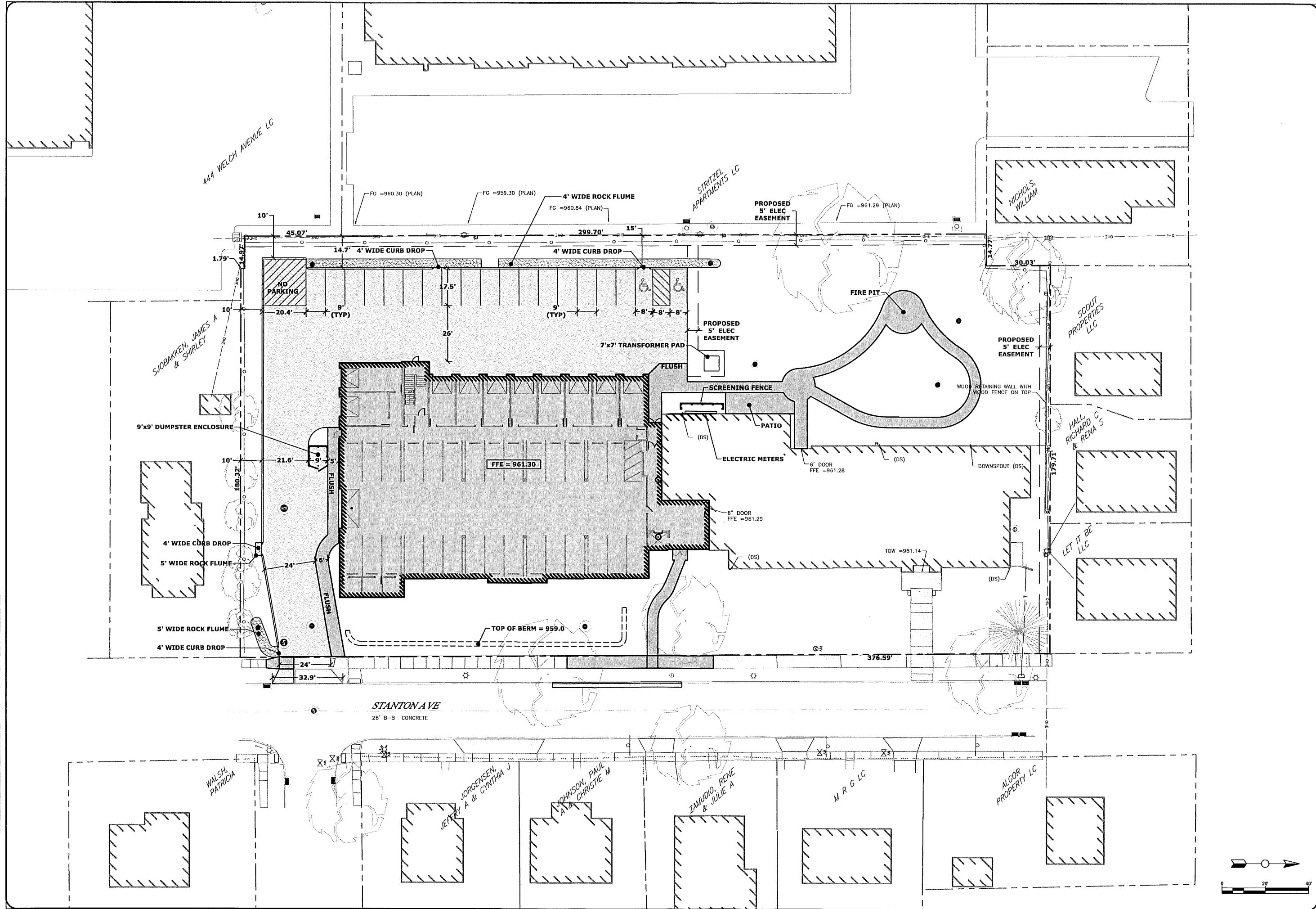
ATTACHMENT 2: ZONING OF PROPOSED URBAN REVITALIZATION AREA



ATTACHMENT 3: ADDITIONAL QUALIFYING CRITERIA

1. The building is no longer occupied as a public school, and has not been converted to another use prior to designation as an Urban Revitalization Area; and,
2. Structured parking (enclosed garage parking) is provided on site with at least one covered stall per unit; and,
3. The character of the existing building on the south and east elevations is maintained and preserved. The proposed addition matches the architectural style of the existing building.
6. The original school structure will remain, and historic materials will be preserved or adaptively reused when possible. This includes a requirement that 100% of the exterior walls of the south and east façade of the existing building remains brick.
4. The site and building substantially conforms to the site and architectural plans approved by the City Council as part of the URA Plan.

DRAWING FILENAME
K:\P001\5000\5457-17A The Crawford Drawings\Civil\5457-17A_Site Plan.dwg
PLOT STYLE TABLE
LAYER MGR NAME
FoxGravScale.ctb
C2.1



REVISION	DATE	BY	DATE
DESIGNED:	02/18	SLR	02/18
DRAWN:	02/18	SAS	02/18
CHECKED:			
LAST UPDATE: 02/08/19			

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

FOX Engineering



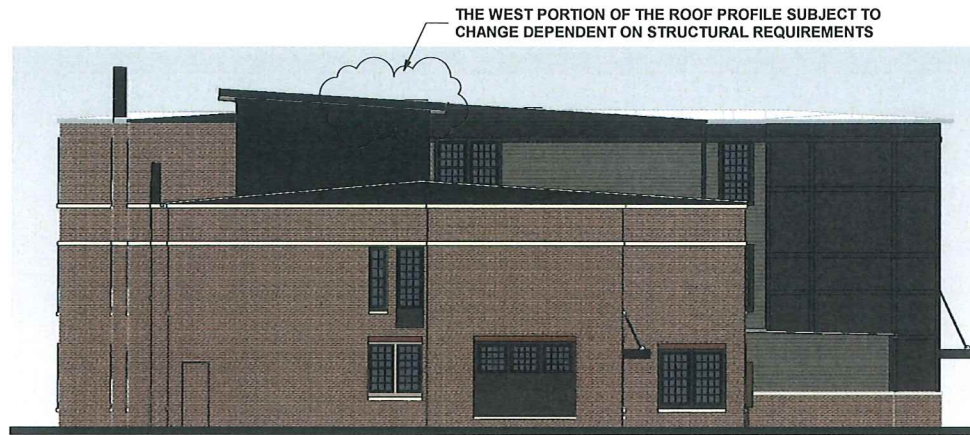
① 3D View - East



② 3D View - West

③ 3D View - SE

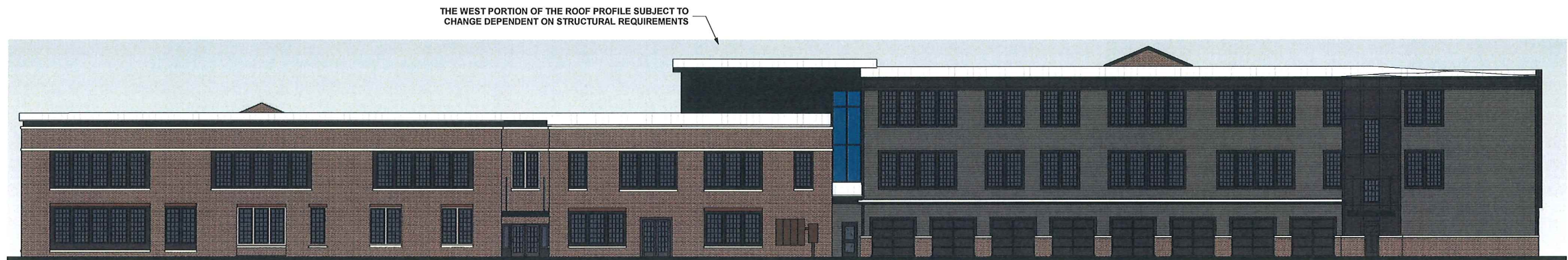




4 NORTH ELEVATION
SCALE: 3/32" = 1'-0"



3 SOUTH ELEVATION
SCALE: 3/32" = 1'-0"



2 WEST ELEVATION
SCALE: 3/32" = 1'-0"



1 EAST ELEVATION
SCALE: 3/32" = 1'-0"

Staff Report

**LINCOLN CORRIDOR REDEVELOPMENT PROJECT
UPDATE FOR DOWNTOWN GATEWAY FOCUS AREA**

March 27, 2018

BACKGROUND:

The City has been working for two years to develop, adopt, and implement the Lincoln Way Corridor Plan. The City Council identified the Downtown Gateway Focus Area as the first priority for implementation. The Downtown Gateway area is generally described as the area south of the railroad tracks and bounded by Grand Avenue to the west and Duff Avenue to the east. The City is in the process of reviewing new zoning standards for the area and staff has been in discussion with a variety of private development interests over the past 6 months. City Council specifically referred to staff in September 26, 2017 a request from a developer for staff to engage in a discussion on the feasibility of a redevelopment project on the north side of Lincoln Way between Clark Avenue and Kellogg Avenue.

The potential developer for this initial Gateway project is the Argent Group. Argent is about to proceed to acquire a number of properties needed to accomplish their proposed mixed-use redevelopment project. Since this first step requires a sizable investment, the developer would like to determine if there is general support for the concept that is being proposed and a willingness to provide a city financial incentive for the project before moving ahead with this project.

It should be noted that the current concept has been refined from the initial project depicted in September. The September concept included a broader development project that included a shared public/private parking structure north of the railroad with a pedestrian bridge connection to the redevelopment project south of the railroad tracks. **The current concept, however, now includes properties along Lincoln Way and does not contemplate including construction of a parking garage and bridge north of the railroad tracks.**

The current concept includes redevelopment of approximately 4 acres between Lincoln Way and Gilchrist at the corner of Clark Avenue. (Attachment A-Location Map) The development concept includes a centrally located outdoor courtyard/plaza area bordered by a mixed-use building and a boutique branded hotel. The hotel, residential, and commercial uses would be served by privately owned parking structures. The current Starbucks would be relocated to the Clark Avenue corner as a freestanding establishment. Attachment B includes massing diagrams and schematic building layouts

for the project. The following tables summarize the primary uses shown in Attachment B.

Mixed Use Building	
Ground Floor Retail	17,000 sq. ft
Ground level commercial plaza	25,000 sq. ft. with outdoor seating and video screen
2nd Floor Office/Flex space	undefined
Apartment units/bedrooms	187 Apartments totaling 550 beds
Residential Amenity Ground Floor	2,700 sq. ft.
Residential Amenity 2nd Floor	Outdoor pool deck

Hotel Building	
Ground Floor Retail	3,500 sq. ft.
Restaurant Bar area	undefined
Hotel Rooms	106

Starbucks	
Freestanding Drive-Through	2,500 sq. ft.

Development of the site will include access from Lincoln Way and Gilchrist. The number of driveways along Lincoln Way will be reduced from the current eight to two driveways. **Included in this proposal is the reconstruction of Lincoln Way to include parallel parking simliar to street frontages in Campustown.** Gilchrist frontage improvements will also occur to help create a more inviting approach to the project and connection to Kellogg Avenue.

Since the City owns a water well that is situated on the site of the proposed Mixed Use building, the developer will need to acquire the property and provide compensation for replacement of the well capacity as part of the redevelopment project.

STAFF COMMENTS:

The proposed development concept includes many elements identified within the Corridor Plan as important for the area. The project includes design features intended to make it a destination commercial area with the central plaza lined with commercial uses, a boutique hotel to diversify lodging options in the City and promote visitors to Downtown, frontage improvements to Lincoln Way, and new high amenity millennial housing apartments. In addition, the scale and elements of the project will establish a notable presence along Lincoln Way and set the tone for other redevelopment projects in the future.

Due to the conceptual nature of the development as it has been presented to staff, it is imperative that as the concept evolves that it maintains consistency with the vision of

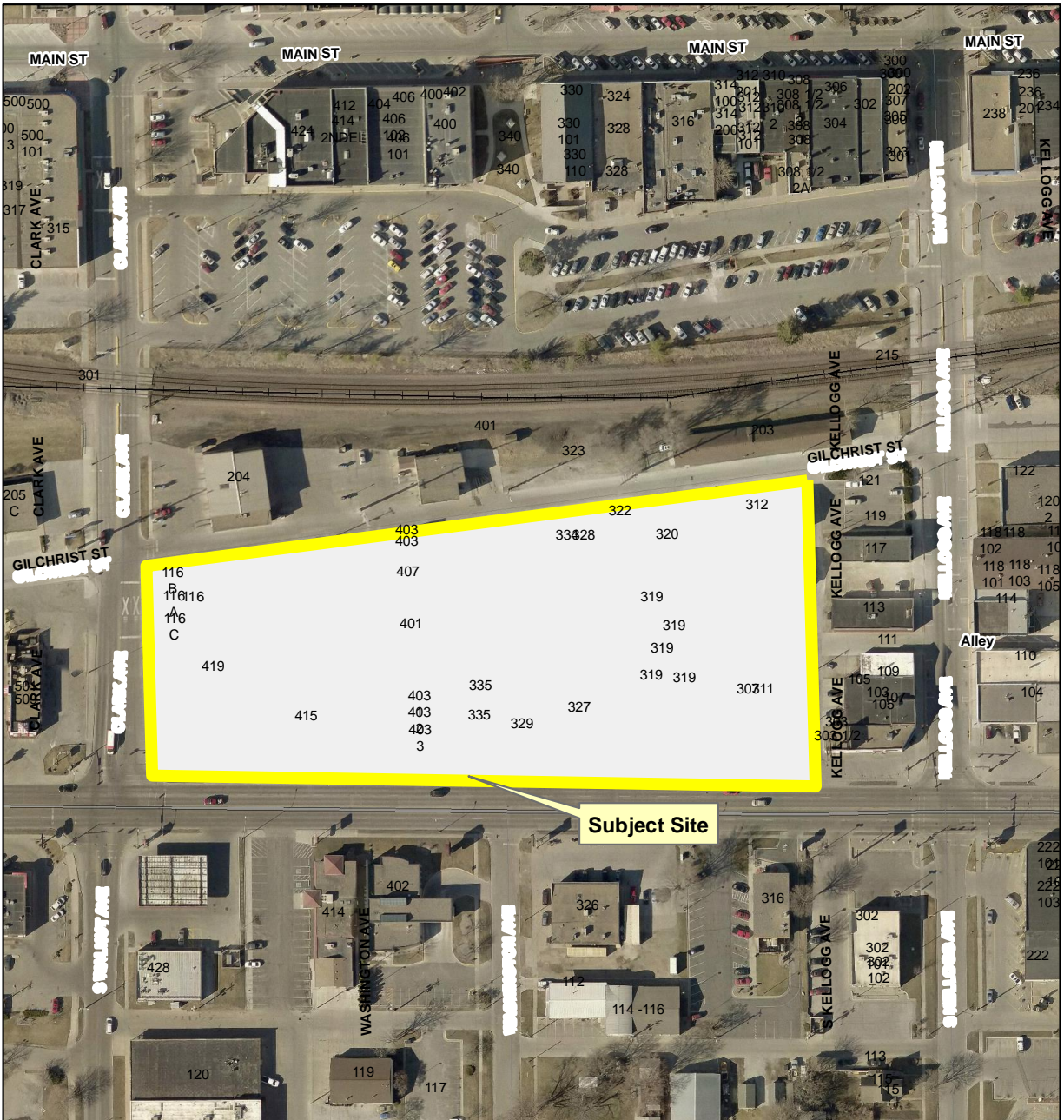
the Corridor Plan. **Points of emphasis for the final project approval include providing apartments types designed for wide appeal and not as student housing, configuring apartments primarily as smaller units (2 bedrooms or less), focusing commercial space along the plaza to create an active and interesting environment, establishing preferences for commercial uses unique to Ames as a destination draw to the area, providing second floor office, and incorporating high quality building design materials and architectural treatments.**

The developer realizes that a number of formal approval steps are needed before the project can receive final approval from the City Council. Before initiating the land acquisition phase of the project, the developer is seeking an indication that the Council embraces the project concept and is willing to provide a TIF incentive to assist in bringing this project to fruition.

With this level of preliminary support from the from Council, the developer will continue to refine details and prepare financial information. Ultimately, the City would need to complete the rezoning process and enter into a development agreement for the project to become a reality. The developer believes they can further develop their concept and its feasibility over the next two months.

It appears that the Argent development could serve as the catalyst project for the Downtown Gateway Focus Area. Therefore, staff believes it is worthwhile to continue to work with the developer to fashion a final project that is consistent with the priorities described in this report and Corridor Plan. If the Council ultimately agrees that the final concept results in a catalyst project, it would seem appropriate to consider the same incentive philosophy as was utilized in Campustown for the Kingland project.

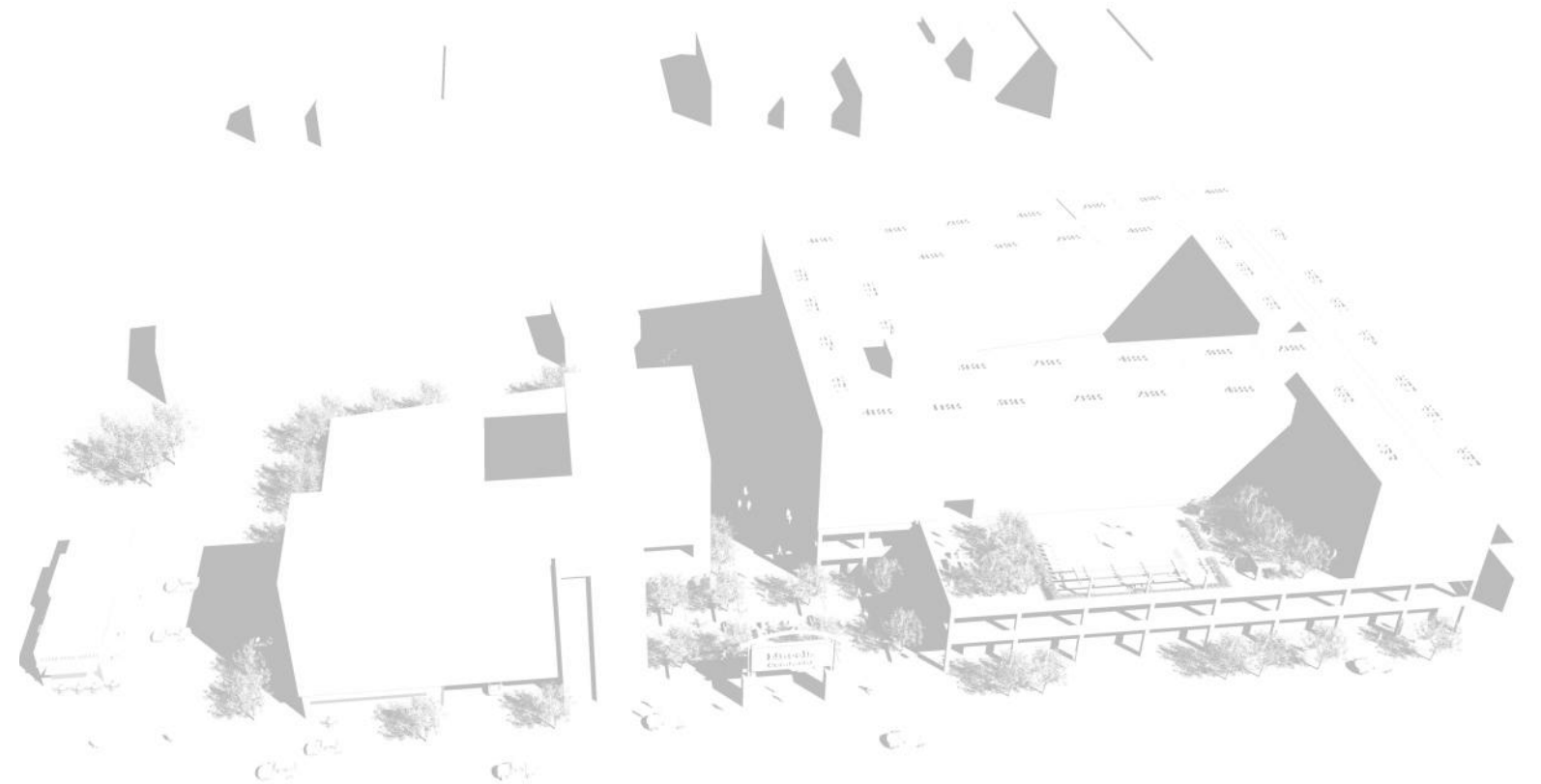
Attachment A

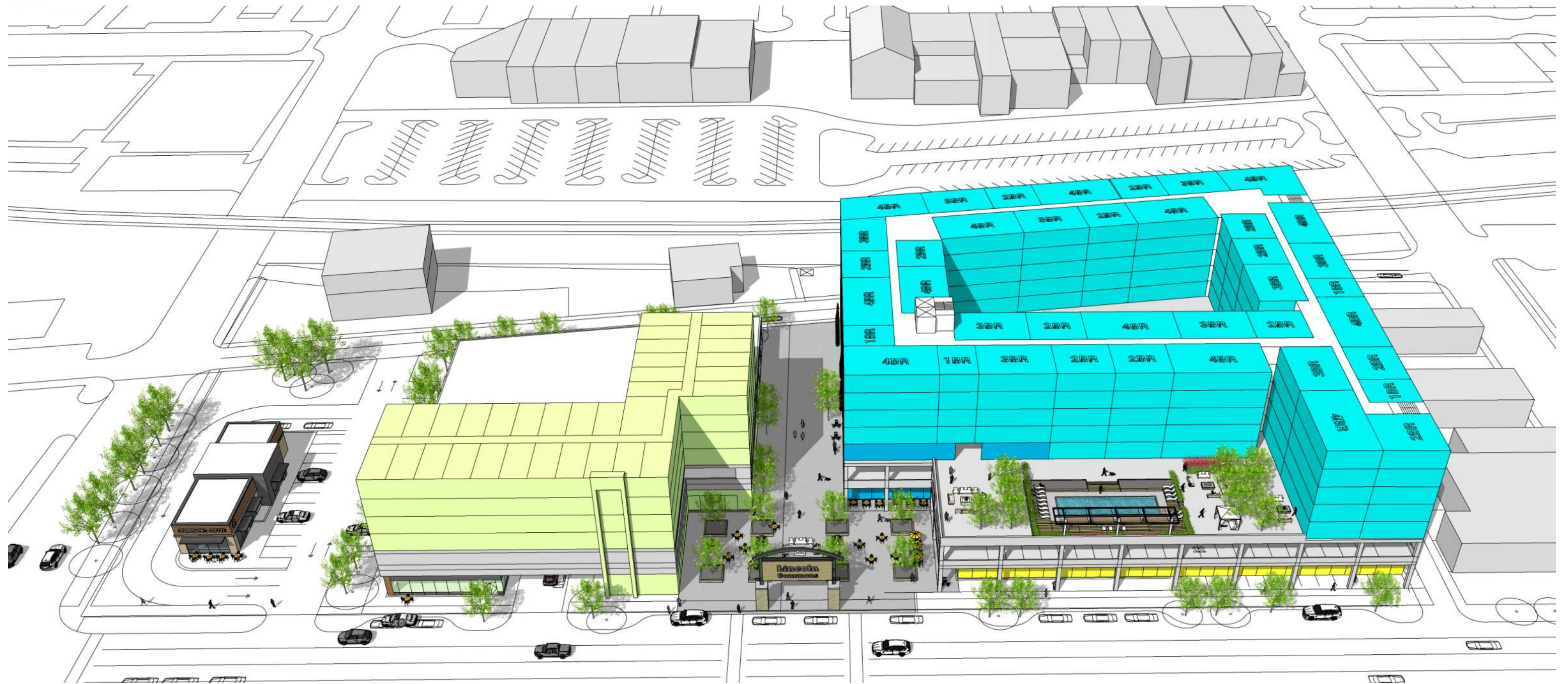


Attachment A- Location Map

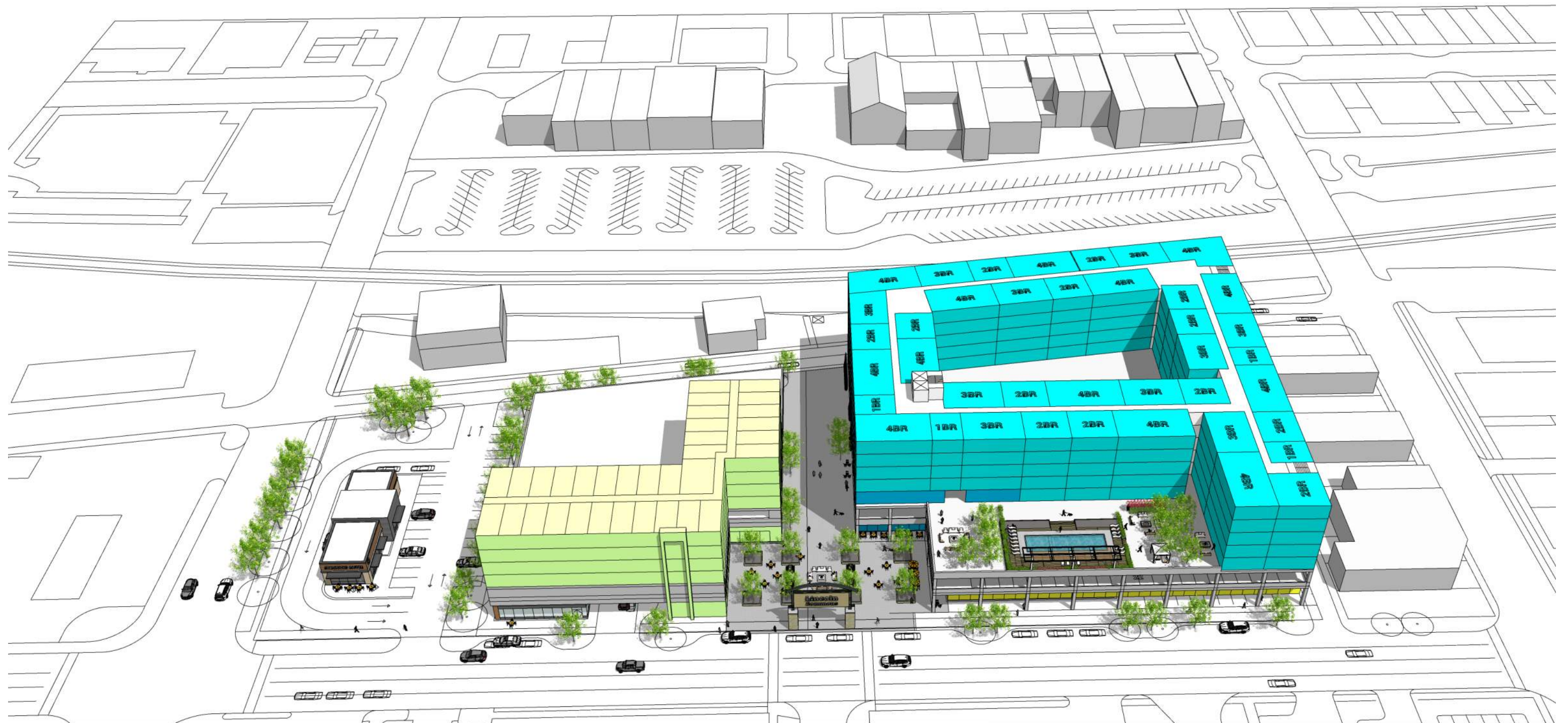
LINCOLN WAY MIXED-USE | MASSING STUDY

ARGENT GROUP / BAXTER CONSTRUCTION





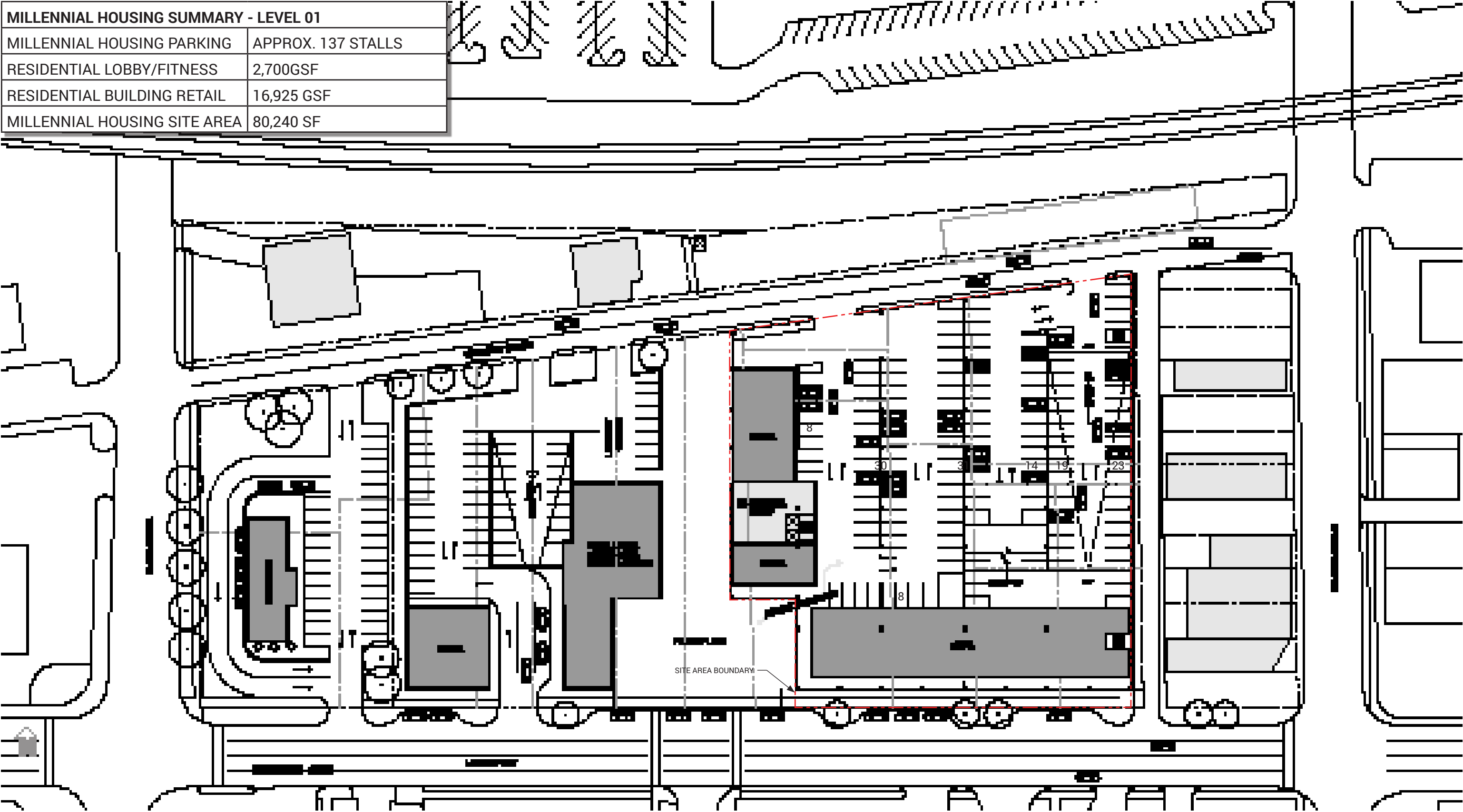








MILLENNIAL HOUSING SUMMARY - LEVEL 01	
MILLENNIAL HOUSING PARKING	APPROX. 137 STALLS
RESIDENTIAL LOBBY/FITNESS	2,700GSF
RESIDENTIAL BUILDING RETAIL	16,925 GSF
MILLENNIAL HOUSING SITE AREA	80,240 SF



STARBUCKS

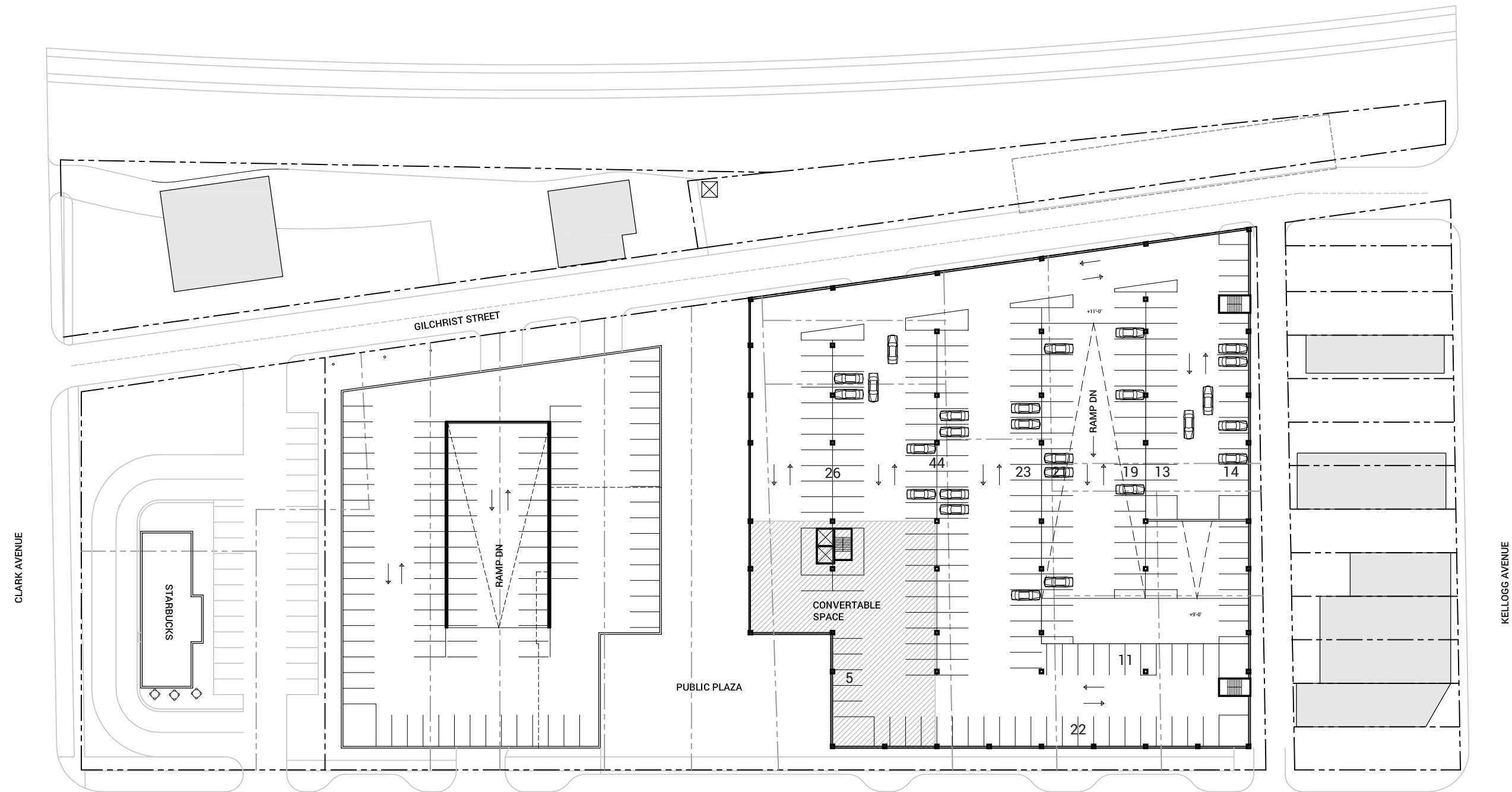
HOTEL BUILDING

MILLENNIAL HOUSING

SUMMARY - LEVEL 02	
MILLENNIAL HOUSING PARKING	APPROX. 198 STALLS

SUMMARY - LEVEL 02	
MILLENNIAL HOUSING PARKING	APPROX. 198 STALLS

SUMMARY - LEVEL 02	
MILLENNIAL HOUSING PARKING	APPROX. 198 STALLS



CLARK AVENUE

STARBUCKS

RAMP DN

PUBLIC PLAZA

KELLOGG AVENUE

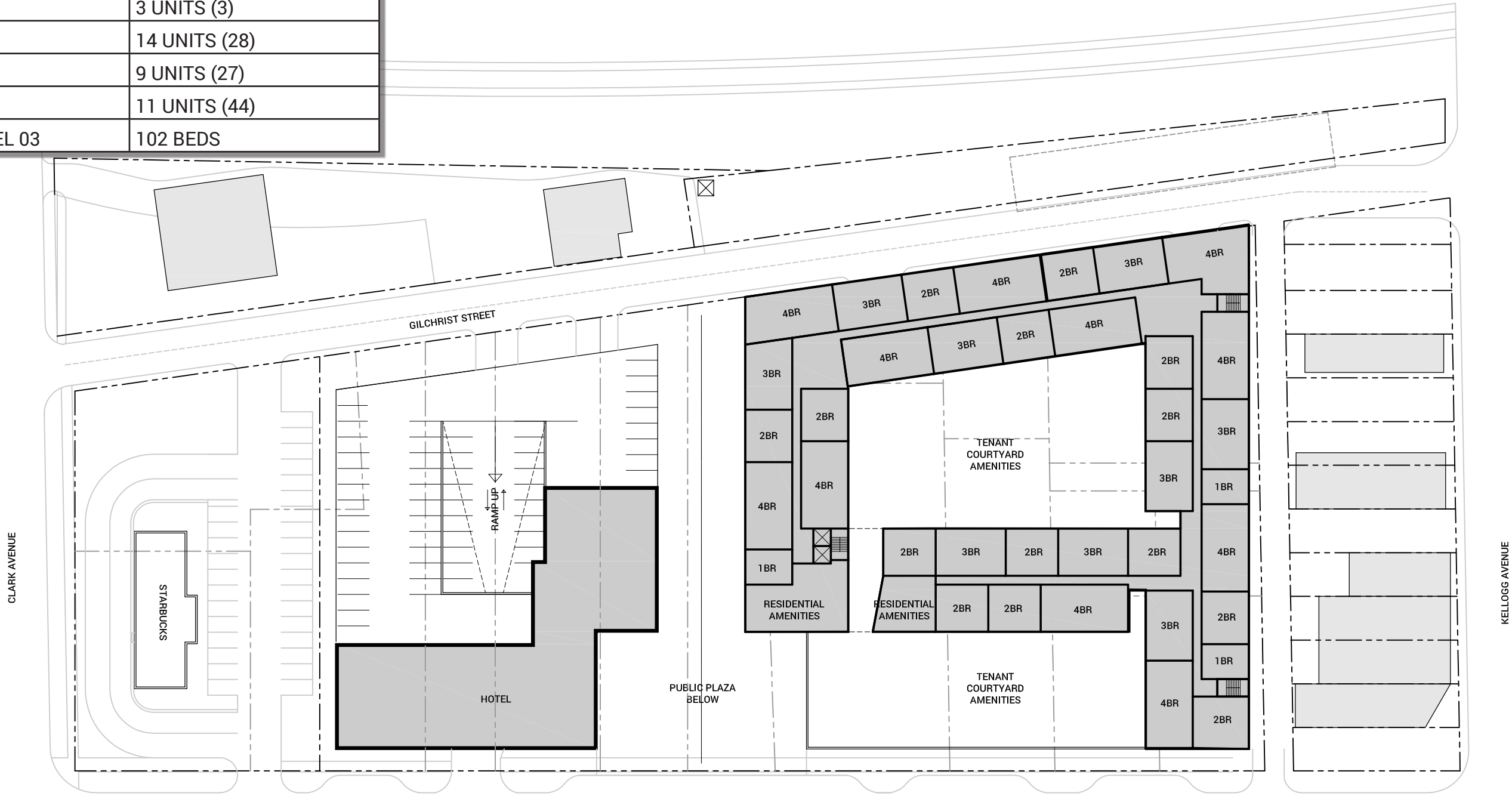


STARBUCKS

HOTEL BUILDING

MILLENNIAL HOUSING

SUMMARY - LEVEL 03	
AMENITY SPACE	3,050 GSF
MILLENNIAL HOUSING	44,460 GSF
1BR	3 UNITS (3)
2BR	14 UNITS (28)
3BR	9 UNITS (27)
4BR	11 UNITS (44)
TOTAL BEDS - LEVEL 03	102 BEDS



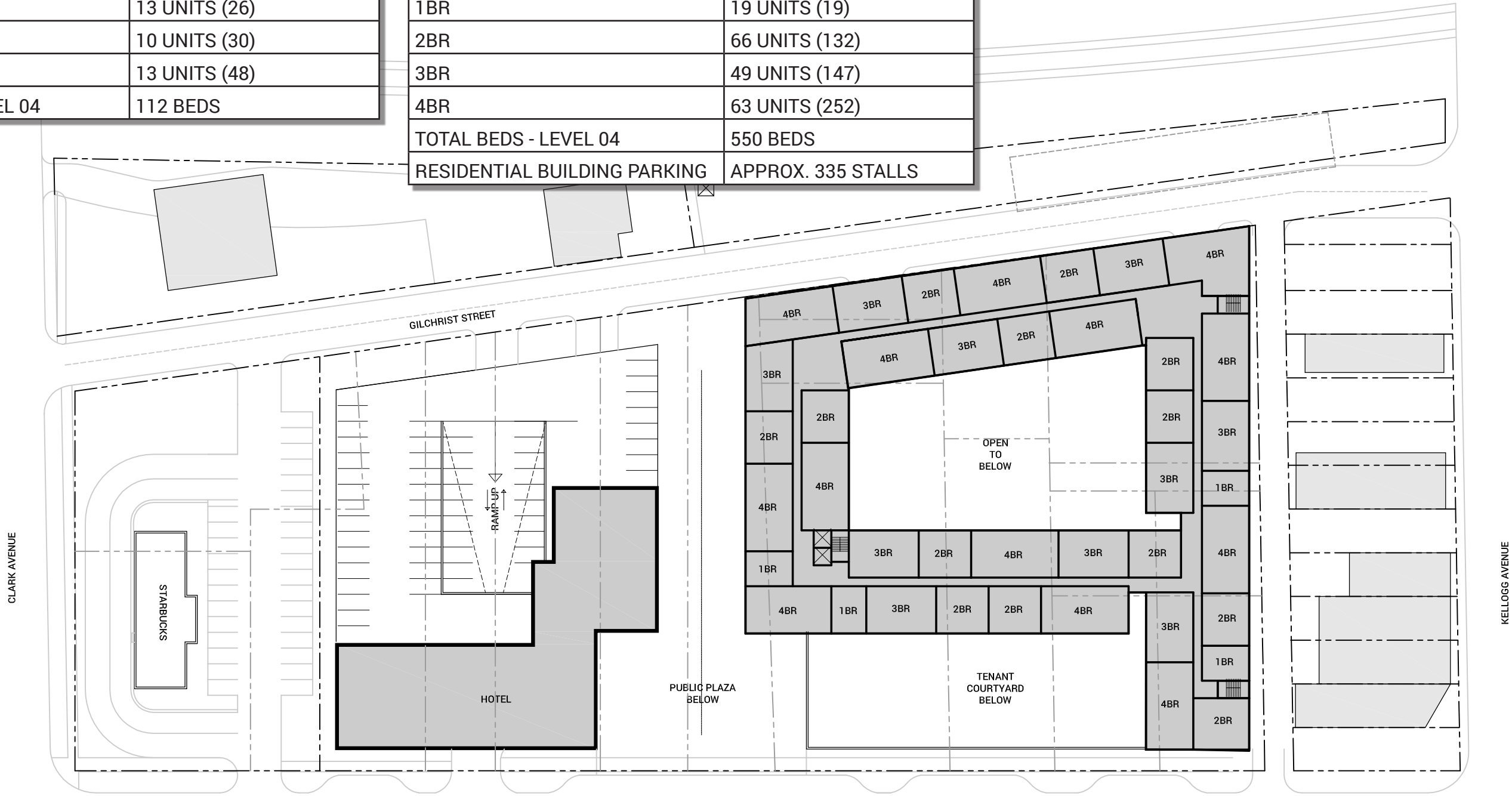
STARBUCKS

HOTEL BUILDING

MILLENNIAL HOUSING

SUMMARY - LEVEL 04 (05-07 SIMILAR)	
MILLENNIAL HOUSING	48,812 GSF
1BR	4 UNITS (4)
2BR	13 UNITS (26)
3BR	10 UNITS (30)
4BR	13 UNITS (48)
TOTAL BEDS - LEVEL 04	112 BEDS

GRAND TOTALS - RESIDENTIAL BUILDING	
MILLENNIAL HOUSING	239,708 GSF
AMENITY SPACE/LOBBY	10,050 GSF
1BR	19 UNITS (19)
2BR	66 UNITS (132)
3BR	49 UNITS (147)
4BR	63 UNITS (252)
TOTAL BEDS - LEVEL 04	550 BEDS
RESIDENTIAL BUILDING PARKING	APPROX. 335 STALLS



STARBUCKS

HOTEL BUILDING

MILLENNIAL HOUSING

COUNCIL ACTION FORM

SUBJECT: **RENTAL HOUSING OCCUPANCY CODE MODIFICATIONS**

BACKGROUND:

At the Council Workshop on March 20, 2018, the City Council discussed revisions to the Rental Code as a result of the ongoing rental occupancy conversations. That discussion resulted in the following motions:

- 1.) *Moved by Martin, seconded by Corrieri, based on the evidence received, to request an amendment to the Occupancy Ordinance from January 9, 2018, to eliminate the count of parking spots as a factor in computing the allowable occupancy in a rental dwelling unit throughout the entire City of Ames.*
- 2.) *Directed staff to tie the occupancy to the number of bedrooms that were counted as of January 1, 2018 and that number be frozen in the Moratorium areas only.*
- 3.) *Moved by Nelson, seconded by Betcher, to add Section 13.201. TERMS DEFINED, as follows:*

“ADULT. For purposes of determining occupancy, an “adult” is an individual 18 years of age or older; excluded from this definition is the dependent of an adult, both sharing as their primary residence the location of the registered rental property. Dependent status shall be demonstrated through a current tax return or court-ordered guardianship or court-ordered conservatorship.”
- 4.) *Moved by Martin, seconded by Beatty-Hansen, to keep the consanguinity clause, and add a statement clarifying that if a dwelling unit has more than one roomer, it is not owner-occupied; thus, if there is more than one roomer, the unit may be subject to registration and inspection requirements.*

FIRST MOTION

The first motion listed above is to remove the tie between parking and occupancy. The current code states the following:

Sec. 13.406 Exterior Property Areas

(5) **Computation of required off-street parking spaces.**

Number and dimensions of off-street parking spaces must comply with standards in the Zoning Ordinance Section 29.406, and the following:

- (a) *A parking space for each vehicle must be no less than 19 feet in length and 9 feet in width, and located upon an approved driveway that leads to*

the side or rear yard or to a garage. The area allocated for each vehicle must be available for parking at all times. Stacked parking for single family and two family dwellings is permitted for all required parking spaces.

- (b) Garage parking spaces shall be counted as approved off-street parking spaces if the required area for each vehicle is available for parking at all times.*
- (c) Specific site conditions that may prevent compliance with these requirements shall be reviewed and may be approved on an individual case basis by the Building Official.*
- (d) Single family or two family rental dwelling units with one, two, or three bedrooms shall have at least two off-street parking spaces.*
- (e) Single family or two family dwelling units with four or more bedrooms shall have at least one off-street parking space for each bedroom accounted for in determining maximum occupancy.*
- (f) Prior to May 1, 2018, off-street parking spaces shall be limited to a garage, driveway or other legal parking spaces existing as of January 1, 2018. Additional off-street parking spaces may be added after April 30, 2018.*

To make the requested changes, staff has removed subsection (e) and replaced it with subsection (f) as follows:

Sec.13.406 Exterior Property Areas

(5) Computation of required off-street parking spaces.

- (a) A parking space for each vehicle must be no less than 19 feet in length and 9 feet in width, and located upon an approved driveway that leads to the side or rear yard or to a garage. The area allocated for each vehicle must be available for parking at all times. Stacked parking for single family and two family dwellings is permitted for all required parking spaces.*
- (b) Garage parking spaces shall be counted as approved off-street parking spaces if the required area for each vehicle is available for parking at all times.*
- (c) Specific site conditions that may prevent compliance with these requirements shall be reviewed and may be approved on an individual case basis by the Building Official.*
- (d) Single family or two family dwelling units shall have at least two off-street parking spaces.*
- (e) Prior to May 1, 2018, off-street parking spaces in the University Adjacent Neighborhoods shall be limited to a garage, driveway or other legal parking spaces existing as of January 1, 2018. Additional off-street parking spaces may be added after April 30, 2018.*

SECOND MOTION

The second motion freezes the number of occupants in the University Adjacent Neighborhoods only. The current code language states the following:

Sec. 13.503(5) Limits based on Zoning District - Maximum Occupancy

- (e) The maximum occupancy for a single-family or a two-family dwelling unit shall be based upon compliance with all standards of the Code, including but not limited to parking spaces, area requirements, habitable space requirements, and the following:*
- (i) Three adult occupants for one, two and three bedroom dwelling units.*
 - (ii) One adult occupant per bedroom, with a maximum of five adult occupants, for dwelling units with four or more bedrooms.*
 - (iii) For rental dwelling units registered as of January 1, 2018, the number of bedrooms for determining maximum occupancy shall be determined by the number of bedrooms listed in the records of the Ames City Assessor as of January 1, 2018, or by the number of bedrooms reflected in the inspection records of the City of Ames Inspections Division as of January 1, 2018, whichever number is higher.*
 - (iv) For rental dwellings for which a registration is being sought after January 1, 2018, the number of bedrooms for determining maximum occupancy shall be determined by an inspection by the Inspections Division."*

Subsections (iii-iv) above freeze the number of occupants throughout the City. To freeze occupants only in the University Adjacent Neighborhoods, staff has added language so that subsections (iii-iv) only apply to the University Adjacent Neighborhoods, as follows.

Sec. 13.503(5) Limits based on Zoning District - Maximum Occupancy

- (iii) For rental dwelling units located within the University Adjacent Neighborhoods and that are registered as of January 1, 2018, the number of bedrooms for determining maximum occupancy shall be determined by the number of bedrooms listed in the records of the Ames City Assessor as of January 1, 2018, or by the number of bedrooms reflected in the inspection records of the City of Ames Inspections Division as of January 1, 2018, whichever number is higher.*
- (iv) For rental dwellings located within the University Adjacent Neighborhoods for which a registration is being sought after January 1, 2018, the number of bedrooms for determining maximum occupancy shall be determined by an inspection by the Inspection Division."*

THIRD MOTION

The following proposed language adds the definition of adult as requested in the third motion above:

Sec. 13.201. TERMS DEFINED.

ADULT. *For purposes of determining occupancy, an “adult” is an individual 18 years of age or older; excluded from this definition is the dependent of an adult, both sharing as their primary residence the location of the registered rental property. Dependent status shall be demonstrated through a current tax return or court-ordered guardianship or court-ordered conservatorship.*

FOURTH MOTION

The final motion above requests clarification to be added to the definition of ‘owner-occupied’. Staff has added the underlined language to clarify the definition as follows:

13.201 TERMS DEFINED

OWNER-OCCUPIED DWELLING UNIT: *Any townhouse, condominium, or detached dwelling that is occupied as a dwelling by the owner or owner’s relative within the first degree of consanguinity (mother, father, daughter, son, sister, brother); and may include a live-in nanny; live-in nurse; one live-in exchange student; or one roomer. If there is more than one roomer, nanny, live-in nurse or live-in exchange student living in the unit, the unit will be considered a rental unit, and not an owner-occupied dwelling unit.*

In an effort to help clarify when a property needs to be registered, staff has added the following underlined language in the list of types of properties that are excepted from the rental code:

Sec. 13.100 GENERAL

(5) Exceptions.

The following residential structures are exempt from these rules:

- (a) owner-occupied single family dwellings (see definition of “Owner-Occupied Dwelling Unit” in Section 13.201) ;*

DEFINITION OF “UNIVERSITY ADJACENT NEIGHBORHOODS

In addition to the motions above, staff has added the following definition of ‘University Adjacent Neighborhoods:

13.201 TERMS DEFINED

UNIVERSITY ADJACENT NEIGHBORHOODS *means certain neighborhoods near Iowa State University, as designated by a Resolution adopted by the City Council.*

This will allow Council to adopt a Resolution setting the boundaries of the “University Adjacent Neighborhoods” which means that changing the boundaries in the future can be done by Resolution, instead of amending the ordinance.

MORATORIUM EXTENSION

Staff has also amended the moratorium language so that the registration of rental properties is extended until May 31, 2018. Please note that the prohibition on the issuance of building permits and the addition of bedrooms has been removed to reflect the intent in the code changes requested from the March 20, 2018 workshop. The new moratorium language reads as follows:

13.303. TEMPORARY MORATORIUM ON ISSUANCE OF RENTAL LETTERS OF COMPLIANCE.

- (1) *The purpose of this ordinance is to provide a temporary means to protect neighborhoods by preserving the current level of rental properties in certain neighborhoods in the City while the Council considers other options to address issues regarding increasing number of rental units in certain residential neighborhoods.*
- (2) *A moratorium on the acceptance of new rental registrations and issuance of new Letters of Compliance for single-family and two family homes is established and in effect within the University Adjacent Neighborhoods. Except as noted in subsections (3) and (4) below, no new rental registrations will be accepted by the City and no new Letters of Compliance will be issued by the City during the moratorium period.*
- (3) *Nothing in this section shall be construed to prohibit a property owner with a current rental Letter of Compliance from renewing the Letter of Compliance during the moratorium period. Nothing in this section shall be construed to prohibit a property owner with a current rental Letter of Compliance from transferring the Letter of Compliance to a new owner if the property is sold during the moratorium period.*
- (4) *Property owners that have filed with the City a completed rental registration application or a presale inspection form prior to the effective date of this section may continue with the process, and the City may issue a Letter of Compliance in such cases during the moratorium period.*
- (5) *The moratorium is effective until May 31, 2018, at which point this section shall become null, void and of no future effect.*

ALTERNATIVES

1. The City Council can adopt the proposed modifications to the code sections in their entirety reflecting the changes discussed at the March 20, 2018 Council Workshop.
2. The City Council can deny the proposed code sections in their entirety.
3. The City Council can amend the proposed code language.

MANAGER'S RECOMMENDATION

The proposed code language reflects the motions made by the City Council over the last two workshops. Therefore, it is the recommendation of the City Manager that the City Council support Alternative #1, thereby adopting the proposed rental code changes highlighted above.

ORDINANCE NO.

AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY ENACTING BY REPEALING SECTIONS 13.100(5)(a), 13.201 OWNER-OCCUPIED DWELLING UNIT, 13.303, 13.406(5)(a)(b)(c), 13.503(5)(e)(iii)(iv) AND ENACTING NEW SECTIONS 13.100(5)(a) 13.201 TERMS DEFINED; ADULT, OWNER-OCCUPIED DWELLING UNIT, UNIVERSITY ADJACENT NEIGHBORHOODS, 13.303, 13.406(5)(a)(b)(c)(d)(e) AND 13.503(5)(e)(iii)(iv) THEREOF, FOR THE PURPOSE OF RENTAL HOUSING CODE MODIFICATIONS 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 Sections 13.100(5)(a), 13.201 Owner-Occupied Dwelling Unit, 13.303, 13.406(5)(a)(b)(c), 13.503(5)(e)(iii)(iv), and enacting new Sections 13.100(5)(a) 13.201 Terms Defined; Adult, Owner-Occupied Dwelling Unit, University Adjacent Neighborhoods, 13.303, 13.406(5)(a)(b)(c)(d)(e) AND 13.503(5)(e)(iii)(iv) as follows:

“Sec. 13.100 GENERAL

...

(5) Exceptions.

The following residential structures are exempt from these rules:

(a) owner-occupied single family dwellings (see definition of “Owner-Occupied Dwelling Unit” in Section 13.201);

...

Sec. 13.201. TERMS DEFINED.

...

ADULT. For purposes of determining occupancy, an “adult” is an individual 18 years of age or older; excluded from this definition is the dependent of an adult, both sharing as their primary residence the location of the registered rental property. Dependent status shall be demonstrated through a current tax return or court-ordered guardianship or court-ordered conservatorship.

...

OWNER-OCCUPIED DWELLING UNIT: Any townhouse, condominium, or detached dwelling that is occupied as a dwelling by the owner or owner’s relative within the first degree of consanguinity (mother, father, daughter, son, sister, brother); and may include a live-in nanny; live-in nurse; one live-in exchange student; or one roomer. If there is more than one roomer, nanny, live-in nurse or live-in exchange student living in the unit, the unit will be considered a rental unit, and not an owner-occupied dwelling unit.

...

UNIVERSITY ADJACENT NEIGHBORHOODS means certain neighborhoods near Iowa State University, as designated by a Resolution adopted by the City Council.

13.303. TEMPORARY MORATORIUM ON ISSUANCE OF RENTAL LETTERS OF COMPLIANCE.

(1) The purpose of this ordinance is to provide a temporary means to protect neighborhoods by preserving the current level of rental properties in certain neighborhoods in the City while the Council considers other options to address issues regarding increasing number of rental units in certain residential neighborhoods.

(2) A moratorium on the acceptance of new rental registrations and issuance of new Letters of Compliance for single-family and two family homes is established and in effect within the University Adjacent Neighborhoods. Except as noted in subsections (3) and (4) below, no new rental registrations will be accepted by the City and no new Letters of Compliance will be issued by the City during the moratorium period.

(3) Nothing in this section shall be construed to prohibit a property owner with a current rental Letter of Compliance from renewing the Letter of Compliance during the moratorium period. Nothing in this section shall be construed to prohibit a property owner with a current rental Letter of Compliance from transferring the Letter of Compliance to a new owner if the property is sold during the moratorium period.

(4) Property owners that have filed with the City a completed rental registration application or a presale inspection form prior to the effective date of this section may continue with the process, and the City may issue a Letter of Compliance in such cases during the moratorium period.

(5) The moratorium is effective until May 31, 2018, at which point this section shall become null, void and of no future effect.

Sec. 13.406. EXTERIOR PROPERTY AREAS

...

(5) Computation of required off-street parking spaces.

(a) A parking space for each vehicle must be no less than 19 feet in length and 9 feet in width, and located upon an approved driveway that leads to the side or rear yard or to a garage. The area allocated for each vehicle must be available for parking at all times. Stacked parking for single family and two family dwellings is permitted for all required parking spaces.

(b) Garage parking spaces shall be counted as approved off-street parking spaces if the required area for each vehicle is available for parking at all times.

(c) Specific site conditions that may prevent compliance with these requirements shall be reviewed and may be approved on an individual case basis by the Building Official.

(d) Single family or two family dwelling units shall have at least two off-street parking spaces.

(e) Prior to May 1, 2018, off-street parking spaces in the University Adjacent Neighborhoods shall be limited to a garage, driveway or other legal parking spaces existing as of January 1, 2018. Additional off-street parking spaces may be added after April 30, 2018.

...

Sec. 13.503(5) Limits based on Zoning District - Maximum Occupancy

...

(e) The maximum occupancy for a single-family or a two-family dwelling unit shall be based upon compliance with all standards of the Code, including but not limited to parking spaces, area requirements, habitable space requirements, and the following:

...

(iii) For rental dwelling units located within the University Adjacent Neighborhoods and that are registered as of January 1, 2018, the number of bedrooms for determining maximum occupancy shall be determined by the number of bedrooms listed in the records of the Ames City Assessor as of January 1, 2018, or by the number of bedrooms reflected in the inspection records of the City of Ames Inspections Division as of January 1, 2018, whichever number is higher.

(iv) For rental dwellings located within the University Adjacent Neighborhoods for which a registration is being sought after January 1, 2018, the number of bedrooms for determining maximum occupancy shall be determined by an inspection by the Inspection Division.”

...

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

COUNCIL ACTION FORM

SUBJECT: ADDITION OF EFFECTIVE DATE TO RECENT CHAPTER 28 UPDATES

BACKGROUND:

On November 28, 2017, Council approved on third reading a series of updates to Chapter 28 of the Municipal Code (Utilities). **One of the changes to the Code was the addition of a new paragraph that requires apartments, condominiums, and several other multi-family residential building types to provide individual water meters for each dwelling unit or tenant space. The Code language that was originally adopted did not include an effective date. By default, the effective date would be the date of publication of the ordinance in the local newspaper, which was December 5, 2018.**

The lack of an effective date has posed a problem for a small number of developers who had projects already under design. In particular, The Crawford redevelopment project had already been through an initial round of reviews by the City's Development Review Committee prior to the new Code language being proposed. As it was originally presented, The Crawford would have been eligible for an exemption under the Code language that was adopted, as it met the definition of an Independent Senior Living Facility, which is specifically called out as being exempt from the individual metering requirement. As a result, staff did not specifically reach out to the developer about the potential impacts of the proposed Code changes.

Contemporaneous with the adoption of the Chapter 28 revisions, developers for The Crawford were negotiating a revised age restriction requirement with Council and the surrounding neighborhood. With that change, the project no longer meets the definition of an Independent Senior Living Facility and as a result would no longer be exempt from the individual metering requirement. Staff from Water & Pollution Control were not aware of the age restriction changes being considered; and the developers were likewise not aware of how the new age requirements for the project could impact their metering requirements.

It was staff's intent that the adoption of the new Code requirement provide for a transition period that allowed developers to be aware of the requirement before getting too far into the design process. Unfortunately, staff failed to include an "effective date" for the individual metering requirement. To rectify that deficiency, **staff is now recommending that the Municipal Code be revised to state that the requirement for individual metering "...shall not apply to any project for which a site development plan was submitted to the Planning and Housing Department for review prior to February 1, 2018."**

This would effectively “grandfather” The Crawford, allowing it to proceed with the single master meter construction that was originally presented to Water & Pollution Control staff. The addition of an effective date would also provide a “grandfathered” status to the redevelopment of 2516 Lincoln Way. As future projects are brought to the City’s DRC, the obligation for individual metering can be identified early in the life of a development. The proposed change would also benefit any project that received a Site Development Plan approval and has not yet obtained a building permit for the project.

The attached ordinance has been prepared by the Legal Department to incorporate the recommended effective date into Paragraph 28.214 of the Municipal Code.

ALTERNATIVES:

1. Approve on first reading an ordinance exempting from the individual metering requirement those projects that had submitted a Site Development Plan to the Planning and Housing Department prior to February 1, 2018.
2. Approve on first reading an ordinance exempting from the individual metering requirement those projects that had submitted a site development plan to the Planning and Housing Department prior to some date other than February 1, 2018.
3. Do not approve the addition of an effective date provision for individual metering. That would require The Crawford to redesign their project to include individual meters for each dwelling unit before plumbing permits could be issued.

CITY MANAGER’S RECOMMENDED ACTION:

The revision to Chapter 28 requiring individual metering is part of an overall strategy to encourage water conservation. By requiring individual tenants to pay their own water and sewer bill, a stronger connection is made between consumption and price.

Adopting an effective date for the individual metering provision is consistent with staff’s intent when the provision was enacted late in 2017, and would allow those projects that had submitted a site development plan prior to February 8, 2018 to proceed under the previous Code language. 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 SEC. 28.214(1) AND ENACTING A NEW SECTION 28.218(1) THEREOF, FOR THE PURPOSE OF INSERTION OF AN EFFECTIVE DATE. 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 enacting a new Section 28.214(1) as follows:

“Sec. 28.214. OWNERSHIP AND REPAIR, WATER SERVICE CONNECTIONS

...

(1) For the purpose of accountability, Apartment Dwellings, Condominiums, Commercial Buildings, Dwelling House, Family Home, Single-Family, Single Family Attached, Two-Family Attached, Efficiency Unit Dwellings, Manufactured Homes, and Mobile Homes (by means of individual meter pits), shall be individually metered. Assisted Living Facilities, Congregate Housing, Hospice Facilities, Hospitals, Hotels, Independent Senior Living Facilities, Nursing Homes, Residential Corrections Facilities, and Sorority or Fraternity Facilities would not be required to meter individual dwelling units. Requirements and exceptions are based on definitions stated in Section 29.201 of the Ames Municipal Code. The requirement for individual water meter installations in Section 28.214(1) shall not apply to any project for which a site development plan was submitted to the Planning and Housing Department for review prior to February 1, 2018."

...

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

COUNCIL ACTION FORM

SUBJECT: REPEALING THE WARD AND PRECINCT ASSIGNMENT FOR THE BELITSOS/WOLFE AND CRANE PROPERTIES (TRINITAS).

BACKGROUND:

The City of Ames annexed 35.69 acres in March 2017 at the request of the property owners (Resolution #17-126, 3/07/17) for the Trinitas development, which the Council ultimately did not approve. The annexation was made up of four parcels, two owned by George Belitsos and Peter Wolfe, and two by John Crane. In March 2017, the Council approved an ordinance assigning this newly annexed area to Ward 3, Precinct 4 for election purposes. (Ordinance 4304, 5/23/17)

In February 2018 the Council severed ("de-annexed") the territory from the City of Ames, per the request of the property owners in the territory, pursuant to Iowa Code section 368.8 and the terms of the Pre-Annexation Agreement. (Resolution 18-070, 2/13/18). **Since this area is no longer part of the City of Ames, it is now necessary to repeal the Ward and Precinct designation for this area.** Because primary elections in Iowa are scheduled for June 5, 2018, and early voting begins May 7, repealing the Ward and Precinct designation has some urgency.

The attached ordinance deletes the former subsection (9), which assigned the relevant area to a Ward and Precinct for election purposes.

ALTERNATIVES:

1. Approve the ordinance repealing the Ward and Precinct designation for the Belitsos/Wolfe and Crane properties.
2. Refer the item back to staff for additional information and continue consideration of the item to a later date.

CITY MANAGER'S RECOMMENDED ACTION:

The area at issue was annexed into the City of Ames, and was subsequently de-annexed. Since the territory is no longer a part of the City of Ames, it should not have a Ward and Precinct designation for election purposes.

Therefore, it is the recommendation of the City Manager that the City Council act In accordance with Alternative #1, thereby approving the attached ordinance repealing the assignment of a Ward and Precinct for the Belitsos/Wolfe and Crane properties.

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

Prepared by: Mark O. Lambert, City Attorney, 515 Clark Ave., Ames, IA 50010 (515-239-5146)

Return recorded document to: City Clerk, City of Ames, 515 Clark Avenue, Ames, Iowa 50010

ORDINANCE NO. _____

AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY REPEALING SECTION 6.14(9) THEREOF, FOR THE PURPOSE OF UPDATING WARDS AND PRECINCTS; REPEALING ANY AND ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT TO THE EXTENT OF SUCH CONFLICT; AND ESTABLISHING AN EFFECTIVE DATE.

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

Section One. The Municipal Code of the City of Ames, Iowa shall be and the same is hereby amended by repealing Section 6.14(9) as follows:

“Sec. 6.14. ANNEXATIONS.

“(9) Territory annexed by Resolution #17-126, 03/07/17 (Trinitas) is attached to Ward 3, Precinct 4.”

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: TEMPORARY SIDEWALK SIGNS IN CAMPUSTOWN SERVICE CENTER (CSC)

BACKGROUND:

On February 27, 2018, the City Council referred to staff the request of the Campustown Action Association to add the Campustown Service Center (CSC) to *Municipal Code* Section 21.134 so that Campustown businesses may make use of temporary sidewalk signs. Currently, Section 21.134 only allows for the use of temporary sidewalk signs in the Downtown Service Center (DSC). The DSC and CSC share several commonalities that make the use of temporary sidewalk signs desirable. Both are retail areas that cater to an environment where there is pedestrian traffic and where visitors shop and eat.

The direction given by the City Council on February 27, 2018, was to draft an ordinance adding the Campustown Service Center zone to the ordinance pertaining to sidewalk signs.

ALTERNATIVES:

1. Pass on first reading an ordinance allowing the use of temporary sidewalk signs in the Campustown Service Center zone subject to the same regulations as those set for the Downtown Service Center zone.
2. Do not pass the ordinance on first reading.

MANAGER'S RECOMMENDED ACTION:

It is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby passing on first reading an ordinance allowing the use of temporary sidewalk signs in the Campustown Service Center zone subject to the same regulations as those set for the Downtown Service Center zone



campustown
action
association

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

We are writing to you in regards to Section 21.134 of the Municipal Code. Currently this section allows for the use of temporary sidewalk signs only in the Downtown Service Center (DSC). We would like to request that the Campustown Service Center (CSC) Zoning District be added to allow for the use of this manner of signage. The conditions and regulations of said section will apply. The proprietor of any business wishing to display such a sign will need to apply for a permit from the City Clerk, provide proper documentation and pay a fee before any sign is displayed.

The DSC and CSC share several commonalities that make the use of temporary sidewalk signs desirable. Both are retail areas that cater to an environment where visitors will wander, shop and eat. Sidewalk signs have been shown to be particularly effective in small shopping districts where there is a lot of pedestrian traffic. We hope you will consider our request to add the Campustown Service Center to Municipal Code Section 21.134 and that Campustown businesses be allowed to make use of temporary sidewalk signs as subject to the code.

As always thank you for your time,

Karin Chitty
Executive Director

ORDINANCE NO.

AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY ENACTING A NEW SECTION THEREOF, FOR THE PURPOSE OF PERMITTING TEMPORARY PORTABLE SIGNS ON PUBLIC SIDEWALKS BOTH IN THE DOWNTOWN SERVICE CENTER AND THE CAMPUSTOWN SERVICE CENTER; 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 enacting a new Section 21.134 as follows:

“Sec. 21.134. TEMPORARY PORTABLE SIGNS ON PUBLIC SIDEWALKS IN DSC AND CSC PERMITTED.

Notwithstanding any other provisions of this chapter, certain temporary portable signs shall be allowed on public sidewalks within the Downtown Service Center (DSC) and the Campustown Service Center (CSC) Zoning Districts, subject to the conditions and requirements hereinafter provided. Any proprietor of a business establishment may use a portion of the public sidewalk or parking strip, for the purpose of displaying one temporary portable sign for such establishment. For purposes of this section “proprietor” shall mean the owner or manager of a business establishment located in the DSC and CSC. The displaying of a temporary portable sign as permitted by this section is subject to the following restrictions:

...

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

ITEM # 4
DATE: 03/06/18

COUNCIL ACTION FORM

SUBJECT: RENAME REMNANT OF OLD AIRPORT ROAD TO GREEN HILLS DRIVE

BACKGROUND:

Recently it has been brought to the attention of staff that the Police Department is having parking enforcement issues along the 1900 Block of Airport Road. The section of roadway is located on the east side of University Boulevard across from Green Hills Drive and was a remnant of the old Airport Road alignment left-over from Phase I of the ISU Research Park. Upon further investigation it was found that at the time of the final plat (see Attachment 1), the roadway was left as an unnamed right-of-way. Therefore, staff is recommending that the 1900 block of "Old" Airport Road be changed to Green Hills Drive.

ALTERNATIVES:

1. Direct the City Attorney to draft an ordinance to rename the 1900 block of Old Airport Road to Green Hills Drive.
2. Do not take any further action on this item at this time.

CITY MANAGER RECOMMENDATION:

Not only will this name change help with parking enforcement, it will also help distinguish the street from Airport Road to the south and east. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.

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

Prepared by: Victoria Feilmeyer, City of Ames Legal Department, 515 Clark Avenue, Ames, Iowa 50010 (Phone: 515-239-5146)

Address Tax Statement To: City of Ames, Iowa, 515 Clark Avenue, Ames, Iowa 50010

Return to Ames City Clerk, Box 811, Ames, IA 50010

ORDINANCE NO. _____

**AN ORDINANCE TO CHANGE THE 1900 BLOCK OF "OLD"
AIRPORT ROAD IN THE CITY OF AMES, IOWA TO GREEN HILLS
DRIVE; AND ESTABLISHING AN EFFECTIVE DATE.**

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

Section One. The unnamed road, locally known as "Old Airport Road," which extends approximately 410' east from the intersection of Green Hills Drive and University Boulevard shall be named "Green Hills Drive."

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 _____, 2018.

Diane R. Voss, City Clerk

John A. Haila, Mayor

COUNCIL ACTION FORM

SUBJECT: XENIA RURAL WATER DISTRICT SERVICE REQUEST

BACKGROUND:

Historically, the City had granted permission to rural water districts to provide service to land within two miles of the City's corporate boundary with the understanding that the right to provide service to those properties would revert to the City as growth occurred. However, when such growth eventually occurred Xenia did not allow the City to provide water service to that land unless major "buy-out" payments were made to Xenia. This was true whether or not the land had been annexed into the City.

After that became clear, the City Council adopted provisions in Chapter 28 - Division II of the Municipal Code that allows for the City to deliver water service to land outside the corporate limits but within two miles of the City. This right to serve is provided in the Code of Iowa Section 357A.2. Where current City infrastructure is not present, a small temporary water main may be extended to such areas. That temporary main would then be replaced with a larger main as adjacent property is incorporated into the City. Under Section 28.202 of the Municipal Code, **the costs for water infrastructure needed to serve such properties and any applicable permit/connection fees are the responsibility of the requesting property owner.** Additional provisions in Chapter 28 - Division II include requirements for metering, back-flow prevention, and rural water rate structure.

New Service Request from Xenia

Xenia Rural Water District has made a request to serve properties generally located south of the existing corporate limits, east of the Ames Municipal Airport, and west of South Duff Avenue (see attached map). The properties (described in the request as Jensen Family Farm) which are owned by Harvester Land Holdings, LC (Harvester) and by Dickson and Luann Jensen (Jensen), together are contiguous with the City of Ames corporate limits. The Harvester group of properties to the north are adjacent to an existing 14" City water main. The Jensen group of properties to the south could have water service extended from that existing 14" main. The type of development being proposed will dictate the type of connections being made.

Code of Iowa Section 357A.2 provides that in responding to the rural water service request, the City may waive its right to serve or may reserve the right to provide service. **The City must then provide water service within three years if the right to serve is maintained.** Because of the proximity of the Jensen properties to both the corporate limits and the existing infrastructure, **City staff recommends that water service to this area be provided by the City, rather than approving the Xenia Rural Water District request.**

ALTERNATIVES:

1. Deny the Xenia Rural Water Service request and direct staff to work with the property owner to develop a delivery plan by the City for a “rural water” service.
2. Approve the Xenia request.

CITY MANAGER’S RECOMMENDED ACTION:

Past experience with rural water for areas adjacent to the City have clearly demonstrated various disadvantages of turning service territory over to rural water districts. These include added costs for development of urban residences due to the significant buy-out costs involved. In addition, if a rural water association is not agreeable to a buyout provision, it is possible that rural water will be providing a lower level of service to their customers within the City limits. **The requested service area is contiguous with the corporate limits and is adjacent to an existing 14” City of Ames water main.** The City is able to provide water service to the area if desired by the property owner.

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



RURAL WATER REQUEST

JENSEN RESIDENCE
JENSEN FAMILY FARM

Project Number:

17017

CONCEPT
DESIGN
02/06/18

SITE PLAN

A.0

ITEM# 62
DATE: 03/27/18

COUNCIL ACTION FORM

SUBJECT: AGREEMENT WITH PARKMOBILE FOR PAY-BY-PHONE APP SERVICES FOR CITY OF AMES PARKING SYSTEM

BACKGROUND:

On November 28, 2017, staff presented City Council a report on potential parking system improvements in response to issues that were identified at a May 16, 2017 workshop on parking. The November report discussed options for 1) Parking Regulations & Fines, 2) Parking Meter and Rental Rates, 3) Update to Overnight Parking Restrictions in the Central Business Districts (CBD), and 4) Expanded payment options using a mobile app to improve the customer's experience.

This Council Action Form is a follow up on the use of the Parkmobile App (#4) services. You will recall, a number of cities from throughout the country utilize this app to provide pay-by-phone services for the collection of the parking meter fees only. In addition, Parkmobile will map the City's parking stalls in their app showing customers what parking stalls are available in Campustown and Downtown respectively. Once a customer reserves a stall, Parkmobile will show each user how much time is left on the meter and send them notifications in advance of the time expiring all remotely from their smartphone.

Staff has been working with the City of Ames Purchasing Division, Legal Department, and ISU staff, as well as, on discussions with Parkmobile representatives to develop the agreement that accomplishes the City Council's direction while conforming to all applicable City Ordinances.

The Parkmobile App will support the implementation of the new parking meter rates. **These rates were established to help support both operating and infrastructure maintenance and replacement costs.** A summary of the rates and budgetary estimates are provided in the table below:

Proposed Rate - Fiscal Year 2018/19

Meter Tier 3	\$0.50	/hr.	(10 hr. max)
Meter Tier 2 (x1.5)	\$0.75	/hr.	(4 hr. max)
Meter Tier 1 (x2.0)	\$1.00	/hr.	(2 hr. max)
Rental Rate	\$50.00	/month	(24/7 ea. month)

Estimated Revenue

Illegal Parking	\$367,300
Overtime Parking	\$150,000
Misc.	\$27,900
Rentals	\$118,800
Downtown	\$536,307
Campustown	\$301,867

Total \$1,502,174

Estimated Expense

Capital Escrow	\$573,574
Operating Expense	\$928,600

Total \$1,502,174

The agreement ensures that the Parkmobile software platform can reflect all applicable City of Ames Ordinances for parking, now and into the future. Since the November report to City Council, staff has been analyzing multiple scenarios with Parkmobile staff to make sure their software does not have any serious conflicts with the way Ames desires to manage our parking system.

It is important to note that Parkmobile does not charge the City any cost for the initial setup or for the ongoing services in the app. To recoup their costs, Parkmobile will assign a fee directly to the customer to reserve a stall; \$0.35 per reservation for users that choose to pay directly, or \$0.15 per reservation for users that pay using the pre-pay wallet feature within the app. The customer also pays any third-party transaction fee that may occur depending on the credit card or debit card company being used. The City of Ames will receive the full amount based upon the meter rate. Parkmobile will make monthly payments to the City for all revenue owed during that period and provide detailed transaction data in a report showing all parking use for that respective month so that Finance Department staff can audit usage as needed.

City staff has also done a review of the *Municipal Code*, Chapter 18 on Parking to see if there are any minor clarifications or corrections necessary before the app and new parking meter rates go into effect on July 1, 2018. **The language in Chapter 18 will need to be updated to have a modern definition of a parking meter or mechanism that is used to pay for parking (Section 18.1(4)). Staff also found that the legal methods of payments may need to expand under Section 18.29(2). Other corrections may be discovered after a full legal review of the Section 18 has occurred.**

Chapter 18 also has language that prohibits a customer from adding time to a meter beyond a four-hour limit or up to the maximum time indicated on the meter. It is staff's intent to maintain this maximum time limit with the new system.

ALTERNATIVES:

1. a) Approve the 3-year agreement with Parkmobile, LLC for pay-by-phone app services for the City of Ames Parking System.

b) Direct the City Attorney to make all necessary additions/corrections to the *Municipal Code* to integrate the use of a mobile app pay.
2. Reject the agreement and seek another company to provide an app.
3. Reject the agreement and no longer pursue a smartphone app for paying parking meter fees.

MANAGER'S RECOMMENDED ACTION:

The use of the Parkmobile pay-by-phone app represents a significant improvement in customer service for people using the City's parking system. Our customers have long expressed the desire to be able to pay using credit or debit cards.

Therefore, the City Manager recommends that the City Council adopt Alternative No. 1 as described above.