

AGENDA
MEETING OF THE AMES AREA METROPOLITAN PLANNING ORGANIZATION
TRANSPORTATION POLICY COMMITTEE AND
REGULAR MEETING OF THE AMES CITY COUNCIL
COUNCIL CHAMBERS - CITY HALL - 515 CLARK AVENUE
JULY 10, 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. Hearing on FY 2019-2022 Transportation Improvement Program:
 - a. Resolution approving FY 2019-2022 Transportation Improvement Program

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.

PROCLAMATION:

1. Proclamation for Parks and Recreation Month, July 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.

2. Motion approving payment of claims
3. Motion approving Minutes of Special Meetings of June 19, 2018, and July 2, 2018, and Regular Meeting of June 26, 2018
4. Motion approving certification of Civil Service applicants
5. Motion approving Report of Contract Change Orders for June 16 - 30, 2018
6. Motion approving 5-day (July 12-16) Class C Liquor License for Olde Main Brewing Company at Reiman Gardens, 1407 S. University Boulevard
7. Motion approving 5-day (September 8-12) Class B Beer & Outdoor Service for Bethesda Lutheran Church, 1517 Northwestern Avenue
8. Motion approving ownership change for Class C Liquor License for Deano's, 119 Main Street
9. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class C Liquor – Red Lobster #747, 1100 Buckeye Avenue

- b. Class C Liquor – Welch Ave. Station, 207 Welch Avenue
 - c. Class C Liquor & Outdoor Service – Bar, 823 Wheeler St., Ste. 1
 - d. Class B Beer – Pancho's Mexican Grill, 1310 S. Duff Ave., Ste. 103
 - e. Class C Liquor – Applebee's, 105 Chestnut St.
 - f. Class C Liquor, Catering, & Outdoor Service – Iowa State Center - Scheman Bldg., Scheman Bldg., Iowa State University
 - g. Class C Beer & Class B Native Wine – Hampton Inn & Suites Ames, 2100 SE 16th St.
10. Request from Ames Soccer Club for Post TIM Cup event at Hunziker Youth Sports Complex on August 11:
 - a. Motion approving blanket Vending License for the event
 - b. Resolution approving waiver of fee for blanket Vending License
 11. Requests for Ames Main Street Farmers' Market Farm to Table Supper on Sunday, August 12, 2018:
 - a. Motion approving blanket Temporary Obstruction Permit
 - b. Motion approving 5-day (Aug. 10-14) Special Class C Liquor License & Outdoor Service for the event
 - c. Resolution approving closure of the 500 block of Main Street from 12:00 p.m. on August 12 to 12:00 a.m. on August 13
 - d. Resolution approving waiver of fees for usage of electricity
 12. Request from Ames Historical Society for Historical Plaque Program:
 - a. Resolution authorizing carry-over of unspent funds from FY 2017/18 to FY 2018/19
 - b. Resolution authorizing carried over funds to be used for the production of program brochures
 13. Resolution approving FAA Grant Agreement for 2017/18 Airport Master Plan Update
 14. Resolution approving Revised 2018/19 Agreement with Ames Economic Development Commission
 15. Resolution approving preliminary plans and specifications for the WPC Clarifier Launder Cover Project; setting August 15, 2018, as bid due date and August 28, 2018, as date of public hearing
 16. Resolution waiving formal bidding requirements and authorizing approving of FY 2018/19 Public Safety Software Maintenance Contracts with Superior Public Sector at a cost of \$159,994
 17. Resolution awarding contract to Ames Ford Lincoln of Ames, Iowa, for two Ford F150 trucks for \$60,266.72 for Public Works Engineering
 18. Resolution awarding a contract to LawnPro L.L.C., of Colo, Iowa, for the 2018/19 Tree Trimming and Removal Program in an amount not-to-exceed \$95,000
 19. Resolution approving contract and bond for Water Pollution Control Facility Primary Clarifier Replacement Project
 20. Resolution approving contract and bond for 2017/18 South Duff Avenue Improvements
 21. Resolution accepting completion of 2016 CyRide Interceptor Pit Upgrades project
 22. Resolution accepting completion of 2016/17 Shared Use Path System Expansion
 23. Resolution approving Plat of Survey for 1407 Florida Avenue
 24. Resolution approving Plat of Survey for 1503 Top-O-Hollow Road
 25. Resolution approving Plat of Survey for 447 Westwood Drive
 26. Resolution approving Final Plat for ISU Research Park Subdivision, Phase III, Third Addition

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.

ORDINANCES:

27. Second passage of ordinance pertaining to exceptions and hardships to Rental Concentration Cap

ADMINISTRATION:

28. Resolution approving/motion denying exception to Section 22.32(c)(2)(v) to allow alcohol service in Sidewalk Café at Mother's Pub, 2900 West Street

PLANNING & HOUSING:

29. Resolution setting date of public hearing as July 31, 2018, for proposed Campustown Self-Supporting Municipal Improvement District

PUBLIC WORKS:

30. Staff Report on Public Works Major Project Updates:

- a. East Industrial Area Utility Extension
- b. Flood Mitigation - River Flooding (Squaw Creek near S. Duff Avenue
- c. Grand Avenue Extension

WATER & POLLUTION CONTROL:

31. Resolution approving Purchase Agreement with David A. Kepley Revocable Trust for 2.81 acres for the construction of North River Valley Well Field and Pipeline Project

HEARINGS:

32. Hearing on the sale of vacated right-of-way adjacent to 1604 Truman Drive:

- a. Third passage and adoption of ORDINANCE NO. 4263 to vacate right-of-way adjacent to 1604 Truman Drive
- b. Resolution approving sale and conveyance by Quit Claim Deed to Marvin R. Orth and Donna J. Orth, subject to payment of \$3,116

33. Hearing on Installation Services for 69kV UG Power Cable Top-O-Hollow Substation:

- a. Motion accepting Report of Bids

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: 07-10-18

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

SUBJECT: FY 2019 - 2022 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)

BACKGROUND:

To receive funds for transportation improvement projects, it is necessary for the projects to be part of the approved statewide plan. The initial step in this process is for the Ames Area MPO to develop a draft Transportation Improvement Plan (TIP). The attached draft plan provides for projects for street improvements, CyRide improvements, and trail projects. In spring 2018, the Ames Area MPO distributed applications for new funding for Surface Transportation Block Grant (STBG) and Transportation Alternative (STBG-TAP) projects. Two STBG applications were received and three STBG-TAP applications were received.

STBG (Surface Transportation Block Grant)

Two applications were received for regional STBG funds.

TPMS #	Project Sponsor	Project Name	Federal Fund Request	Total Project Cost	Year
(NEW) 38303	City of Ames	24 th Street (Stange Rd to RR) and Stange Rd (Blankenburg Dr to 24 th St)	\$1,600,000	\$4,200,000	FY 22
(NEW) -	CyRide	Vehicle Replacement	\$225,000	\$554,895	FY 22

Total New STP Requests: \$1,825,000

In 2017, the State of Iowa authorized local jurisdictions to “swap” federal STBG funds with the Iowa DOT in exchange for Primary Road (state) Funding on a dollar-for-dollar basis. The exchange is anticipated to reduce project costs and delays for local jurisdictions by eliminating some of the Federal requires. Federal and state laws including environmental review will still be applicable regardless of the funding. Ames intends to utilize swap funds for all eligible projects.

STBG-TAP (Transportation Alternatives Program)

Three applications were received for regional STBG-TAP funds.

TPMS #	Project Sponsor	Project Name	Federal Fund Request	Total Project Cost	Year
(NEW) 37446	City of Ames	SW Greenbelt Trail (Beedle to Intermodal)	\$159,000	\$400,000	FY 19
(NEW) 38306	City of Ames	Vet Med Trail (S 16 th to S Grand)	\$159,000	\$500,000	FY 21
(NEW) 19249	City of Ames	Squaw Creek Trail	\$159,000	\$680,800	FY 22

Total New STBG-TAP Requests: \$477,000

These projects have been incorporated into the Draft FY 2019 – 2022 Transportation Improvement Program. The Transportation Technical Committee reviewed the draft on May 17, 2018. During the public comment period, the document and project maps were available online and at a public input session held on May 18, 2018. Comments were received by staff. However, no comments requested changes to the draft TIP.

ALTERNATIVES:

1. Approve the final FY 2019-2022 Transportation Improvement Program for submission to the Iowa Department of Transportation.
2. Approve the final FY 2019-2022 Transportation Improvement Program with Transportation Policy Committee modifications for submission to the Iowa Department of Transportation.

ADMINISTRATOR'S RECOMMENDED ACTION:

The Ames Area MPO Transportation Technical Committee has reviewed and unanimously approved the draft 2019-2022 TIP. The Ames Area MPO staff received and addressed comments from the Iowa Department of Transportation, Federal Highway Administration, and Federal Transit Administration. At the public input session, no revisions were requested by the public. The final FY 2019-2022 Transportation Improvement Program is due to the Iowa Department of Transportation by July 15, 2018.

Therefore, the Administrator recommends that the Transportation Policy Committee adopt Alternative No. 1, as noted above.



FY 2019 - 2022 Transportation Improvement 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 the 10th of July, 2018.** Please call (515) 239-5160 to obtain permission to use.



Final

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The FY 2019-2022 Transportation Improvement Program

About the Transportation Improvement Program

The Fiscal Year 2019-2022 Transportation Improvement Program (FY 19-22 TIP) is the short-range implementation program for federally funded and regionally significant transportation projects. The TIP is a requirement of 23 CFR 450.326 for metropolitan planning organizations to develop a program reflecting the investment priorities established in the long range transportation plan covering at least four (4) years. The Ames Area MPO develops a new TIP annually in cooperation with the Iowa Department of Transportation and CyRide. The Ames Area TIP is included into the State Transportation Improvement Program (STIP), which is developed by the Iowa Department of Transportation.

The Planning Area

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

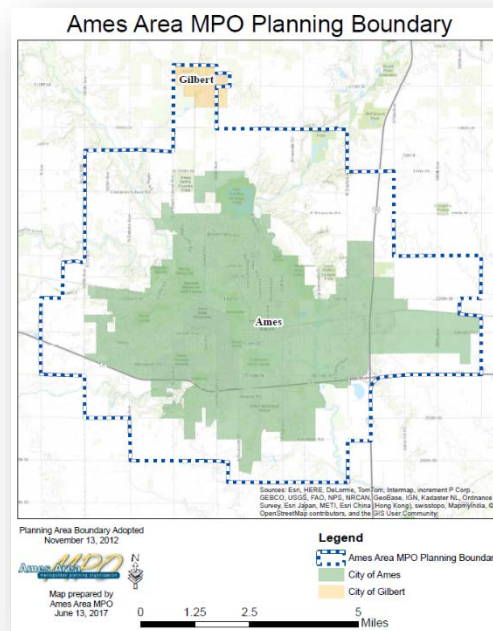
expanded to encompass this area in its entirety. The Ames Area MPO approved the current Metropolitan Planning Area boundary on November 13, 2012. The City of Gilbert and Iowa State University were added to the Transportation Policy Committee on March 26, 2013.

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.



Planning Process

Introduction

The Transportation Improvement Program serves as a list of DOT and locally sponsored federal-aid eligible and Swap surface transportation improvements within the Ames-Gilbert region. The regional TIP will be consolidated into the State Transportation Improvement Program (STIP) along with the other 26 planning agencies in the State of Iowa.

Projects in the Ames Area TIP must be consistent with the long range transportation plan, known as Ames Mobility 2040. The Transportation Improvement Program is approved by the Ames Area MPO Transportation Policy Committee.

Performance-Based

The Federal Surface Transportation Bill, known as FAST Act, requires State and MPO agencies to develop performance measures to carry out a performance-based planning process. The Ames Area MPO will implement required metrics in coordination with the Iowa Department of Transportation. The MPO will be responsible to report on the following areas of performance:

- Safety
- Pavement, Bridge, System Performance, Freight
- Transit Asset Management

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:

- Number of Fatalities
- Rate of Fatalities per 100 million VMT
- Number of Serious Injuries
- Rate of Serious Injuries per 100 million VMT
- 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 DOT's safety targets as published in the Iowa Highway Safety Improvement Program 2017 Annual Report. The MPO

Ames Area MPO FFY 2019 – 2022 Transportation Improvement Program

supports those targets by reviewing and programming all Highway Safety Improvement Program (HSIP) projects within the MPO boundary that are included in the DOT's Transportation Improvement Program.

Any Iowa DOT Sponsored HSIP projects within the MPO area were selected based on the 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. The Iowa DOT projects chosen for HSIP investment are based on crash history, roadway characteristics, and the existence of infrastructure countermeasure 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:

- Percent of Interstate pavements in Good condition
- Percent of Interstate pavements in Poor condition
- Percent of non-Interstate NHS pavements in Good Condition
- Percent of non-Interstate NHS pavements in Poor condition

- Percent of NHS bridges classified as in Good condition
- Percent of NHS bridges classified as in Poor condition

The system performance and freight measures are:

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

The Ames Area MPO will be deciding to set targets or support the State's targets for pavement, bridge, system performance, and freight measures during State Fiscal Year 2019.

Transit Asset Management

Public transit capital projects included in the STIP align with the transit asset management (TAM) planning and target setting processes undertaken by the Iowa DOT, transit agencies, and MPOs. The Iowa DOT establishes a group TAM plan and group targets for all small urban and rural providers while large urban providers establish their own TAM plans and targets. Investments are made in alignment with TAM plans with the intent of keeping the state's public transit vehicles and facilities in a state of good repair and meeting transit asset management targets. The Iowa DOT allocates funding for transit rolling stock in accordance with the Public Transit Management System process. In addition, the Iowa DOT awards public transit infrastructure grants in accordance with the project

priorities established in Iowa Code chapter 924. Additional state and federal funding sources that can be used by transit agencies for vehicle and facility improvements are outlined in the funding chapter of the Transit Manager's Handbook. Individual transit agencies determine the use of these sources for capital and operating expenses based on their local needs.

The transit asset management targets are:

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

In May 2017, the Ames Area MPO adopted transit asset management targets. 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.

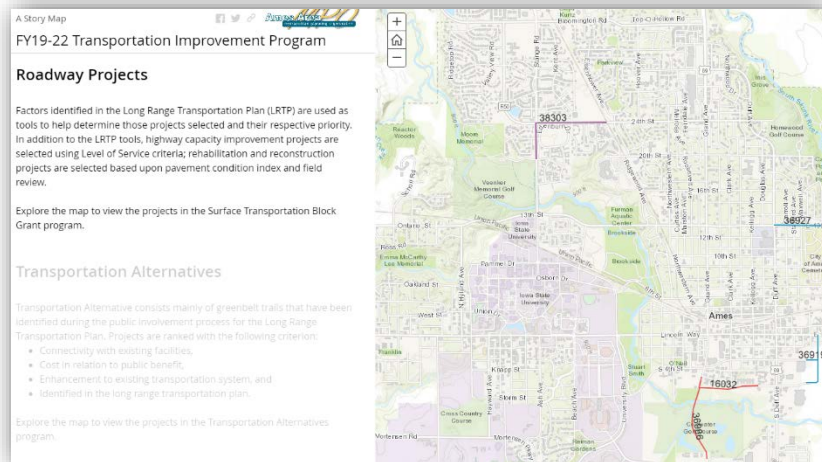
Public Participation

The Transportation Improvement Program was developed in coordination with MPO member agencies, regional stakeholders, and members of the public. The following activities were hosted by the MPO to prepare the FY19-22 TIP.

- August/September 2017,
 - MPO reviews regional ICAAP grant applications
- February/March 2018,
 - MPO solicits area agencies for regional STBG and STBG-TAP applications
- May 17, 2018,
 - Transportation Technical Committee review
- May 18, 2018,
 - Public input session at the Ames City Hall
- May 22, 2018,
 - Transportation Policy Committee draft review
- July 10, 2018,
 - Transportation Policy Committee public hearing and adoption.

Ames Area MPO FFY 2019 – 2022 Transportation Improvement Program

Postings for meetings are performed in accordance with our approved Public Participation Plan. Draft documents are available on the Ames Area MPO website at www.aampo.org and include a map of roadway projects by programmed fiscal year. Notice of meetings were posted at the Ames City Hall and on the Ames Area MPO website as 'News'.



Public Comment Web App

Network Operations and Maintenance

The capital investment and other measures necessary to preserve the existing transportation system, as well as operations, maintenance, modernization, and rehabilitation of existing and future transportation facilities are annually reviewed and programmed. Preservation, operating, and maintenance costs are included as a priority for funding. Maintenance and rehabilitation projects are also included in the AAMPO LRTP. In addition

to STBG funding, the City of Ames utilizes RUTF, Local Option Sales Tax, and General Obligation funding for system preservation projects. A program is also included in the City of Ames 2018-2023 CIP to address shared use path maintenance. The LRTP and Land Use Policy Plan (LUPP) both use an intersection efficiency standard of Level of Service (LOS) C.

Title VI Compliance

The Ames Area MPO adheres to the City of Ames's Title VI of the Civil Rights Act of 1964 Compliance Plan. The AAMPO carries out its transportation planning processes without regard to race, color, or national origin. The Compliance Plan provides information on the Ames Area MPO Title VI compliance policies, complaint procedures, and a form to initiate the complaint process for use by members of the public. For more information or to file a complaint or concern, please contact the AAMPO Administrator at the City of Ames Public Works Administration Office at 515-239-5160.

Self Certification

The AAMPO Transportation Policy Committee certified that transportation planning activities in the Ames metropolitan area are being carried out in accordance with governing Federal regulations, policies and procedures. This certification was approved at the meeting on March 27, 2018. A copy of the document is included in Appendix B.

Fiscal Constraint

The Iowa DOT Office of Program Management provides the Ames Area MPO estimated STBG/STBG-Swap, Iowa's TAP, and STBG-Tap-Flex funding targets for each of the four years. The MPO is also provided DOT statewide revenue estimates.

Each year prior to development of the Iowa DOT's Five-Year Program and the Statewide Transportation Improvement program both state and federal revenue forecasts are completed to determine the amount of funding available for programming. These forecasts are a critical component in the development of the Five-Year Program and as such are reviewed with the Iowa Transportation Commission. The primary sources of state funding to the DOT are the Primary Road Fund and TIME-21 Fund. These state funds are used for the operation, maintenance and construction of the Primary Road System. The amount of funding available for operations and maintenance are determined by legislative appropriations. Additional funding is set aside for statewide activities including engineering costs. The remaining funding is available for right-of-way and construction activities associated with the highway program.

Along with the state funds, the highway program utilizes a portion of the federal funds that are allocated to the state. A federal funding forecast is prepared each year based on the latest apportionment information available. This forecast includes the various federal programs and identifies which funds are allocated to the Iowa DOT for

programming and which funds are directed to locals through the MPO/RPA planning process, Highway Bridge Program and various grant programs.

In 2017, the State of Iowa authorized local jurisdictions to "swap" federal funds with the Iowa DOT in exchange for Primary Road Funding on a dollar-for-dollar basis. The exchange is anticipated to reduce project costs and delays for local jurisdictions by eliminating some Federal requirements. Federal and State laws, including environmental review, will still be applicable regardless of funding. Ames will pursue utilizing swap funds for all eligible projects.

Additional insight into the Iowa DOT's programming process can be found at the Office of Program Management's Five-Year Program webpage at

http://iowadot.gov/program_management/five-year-program

The AAMPO FY 2019 programming targets are \$1,751,615 for STBG, \$89,000 for STBG-TAP and \$68,000 for STBG-TAP Flex. The project costs shown in the TIP are in year of expenditure (YOE) dollars. This is accomplished by developing an estimate of costs in the current bidding environment and then applying an inflation factor of 4% per year. The Ames City Council has

programmed these projects in the City of Ames 2018-2023 Capital Improvement Program for the local funding allocation. These funds are generated from the City of Ames annual Road Use Tax Fund (RUTF) distribution, Local Option Sales Tax, and General Obligation (GO) Bonds. The transit program does not have targets, and thus the requests involve significant costs in the anticipation of maximizing the amounts received.

The following include a list of Federal and State funding programs which would be included in the TIP.

Federal Grant Programs:

- *Congestion Mitigation and Air Quality Improvement Program (CMAQ)*
- *Demonstration funding (DEMO)*
- *Highway Safety Improvement Program (HSIP)*
- *Metropolitan Planning Program (PL)*
- *National Highway Performance Program (NHPP)*
- *State Planning and Research (SPR)*
- *Surface Transportation Block Grant Program (STBG)*
- *Transportation Alternatives Setaside Program (TAP)*
- *Federal Lands Access Program (FLAP) and Tribal Transportation Program (TTP)*
- *National Highway Freight Program (NHFP)*

State Administered Grant Programs

- *City Bridge Program*
- *Highway Safety Improvement Program – Secondary (HSIP-Secondary)*
- *Iowa Clean Air Attainment Program (ICAAP)*
- *Recreational Trail Program*
- *Iowa's Transportation Alternatives Program*

Financial Constraint Summary Tables

Table 1 Summary of Costs and Federal Aid								
Federal Aid Program	2019		2020		2021		2022	
	Total Cost	Federal Aid	Total Cost	Federal Aid	Total Cost	Federal Aid	Total Cost	Federal Aid
PL	\$121,000	\$97,000	\$121,000	\$97,000	\$121,000	\$97,000	\$121,000	\$97,000
STBG	\$13,295,000	\$5,900,000	\$529,000	\$225,000	\$539,000	\$225,000	\$555,000	\$225,000
TAP	\$1,235,000	\$399,000	\$521,000	\$160,000	\$500,000	\$159,000	\$681,000	\$159,000
NHPP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CMAQ	\$2,745,000	\$2,196,000	\$0	\$0	\$0	\$0	\$0	\$0
STBG-HBP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
SWAP-HBP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
STBG-SWAP	\$0	\$0	\$1,500,000	\$900,000	\$4,900,000	\$3,490,000	\$4,200,000	\$1,600,000

Table 2 STBG/STBG-Swap Fiscal Constraint Table				
	2019	2020	2021	2022
Unobligated Balance (Carryover)	\$5,667,154	\$1,586,769	\$2,220,769	\$304,769
STBG/SWAP target	\$1,751,615	\$1,691,000	\$1,731,000	\$1,731,000
STBG-TAP-Flex target	\$68,000	\$68,000	\$68,000	\$0
Subtotal	\$7,486,769	\$3,345,769	\$4,019,769	\$2,035,769
Programmed funds	\$5,900,000	\$1,125,000	\$3,715,000	\$1,825,000
Balance	\$1,586,769	\$2,220,769	\$304,769	\$210,769

Table 3 STBG-TAP Fiscal Constraint Table				
	2019	2020	2021	2022
Unobligated Balance (Carryover)	\$466,286	\$156,286	\$85,286	\$15,286
STBG-TAP target	\$89,000	\$89,000	\$89,000	\$89,000
STBG-TAP-Flex target	\$0	\$0	\$0	\$68,000
Subtotal	\$555,286	\$245,286	\$174,286	\$172,286
Programmed funds	\$399,000	\$160,000	\$159,000	\$159,000
Balance	\$156,286	\$85,286	\$15,286	\$13,286

Ames Area MPO
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Table 4 Forecasted Operations and Maintenance (O&M) Costs on the Federal-Aid System Table Source: 2017 City Street Finance Report				
	2019	2020	2021	2022
City of Ames Total Operations	\$648,502	\$674,443	\$701,420	\$729,477
City of Ames Total Maintenance	\$1,654,507	\$1,720,688	\$1,789,515	\$1,861,096
City of Gilbert Total Operations	\$54,036	\$56,197	\$58,445	\$60,783
City of Gilbert Total Maintenance	\$58,880	\$61,235	\$63,685	\$66,232
Iowa DOT Total Operations and Maintenance	\$692,713	\$724,933	\$748,995	\$773,262
Total O&M	\$3,108,639	\$3,237,496	\$3,362,060	\$3,490,850

Table 5 Forecasted Non-Federal Aid Revenue Table Source: 2017 City Street Finance Report				
	2019	2020	2021	2022
City of Ames Total RUTF Receipts	\$7,917,455	\$8,234,153	\$8,563,519	\$8,906,060
City of Ames Total Other Road Monies Receipts	\$7,089,966	\$7,373,565	\$7,668,507	\$7,975,247
City of Ames Total Receipts Service Debt	\$13,469,354	\$14,008,128	\$14,568,453	\$15,151,192
City of Gilbert Total RUTF Receipts	\$145,284	\$151,095	\$157,139	\$163,424
City of Gilbert Total Other Road Monies Receipts	\$37,378	\$38,873	\$40,428	\$42,045
City of Gilbert Total Receipts Service Debt	\$0	\$0	\$0	\$0
Total Non-Federal Aid Road Fund Receipts	\$28,659,436	\$29,805,814	\$30,998,046	\$32,237,968

Table 6 Iowa DOT Five Year Program Funding				
Revenues	2019	2020	2021	2022
Primary Road Fund	\$671,500,000	\$665,300,000	\$671,000,000	\$673,400,000
TIME-21	\$132,700,000	\$135,000,000	\$135,000,000	\$135,000,000
Miscellaneous	\$25,000,000	\$25,000,000	\$25,000,000	\$25,000,000
Federal Aid	\$357,200,000	\$365,700,000	\$365,700,000	\$365,700,000
Total	\$1,186,400,000	\$1,191,000,000	\$1,196,700,000	\$1,199,100,000
Statewide Allocations				
Operation & Maintenance	\$339,700,000	\$355,500,000	\$367,300,000	\$379,200,000
Consultant Services	\$80,000,000	\$80,000,000	\$80,000,000	\$80,000,000
Contract Maintenance	\$31,400,000	\$31,400,000	\$31,400,000	\$31,400,000
Railroad Crossing Protection	\$5,000,000	\$5,000,000	\$5,000,000	\$5,000,000
Miscellaneous Programs	\$34,800,000	\$34,800,000	\$34,800,000	\$34,800,000
Total	\$490,900,000	\$506,700,000	\$518,500,000	\$530,400,000
Funds Available for ROW/Construction	\$695,500,000	\$684,300,000	\$678,200,000	\$668,700,000

Ames Area MPO
FFY 2019 – 2022 Transportation Improvement Program

FY 2018 Project Status Report

<i>TPMS #</i>	<i>Project Number</i>	<i>Location</i>	<i>Type of Work</i>	<i>Status</i>	<i>Total Project Cost</i>	<i>Total Federal Aid</i>	<i>Sponsor</i>
36986	STP-U-0155(697)--70-85	South Grand Avenue, from 0.1 miles north of S. 16th Street north 0.54 miles to S 5th Street.	Grade and Pave, Bridge new	Delayed to FFY 2019	\$ 12,500,000	\$ 3,500,000	City of Ames
35644	STP-U-0155(696)--70-85	13th Street, from Ridgewood Avenue east 0.31 miles to Harding Avenue	Pavement Rehab	Let 03/18	\$ 1,480,000	\$ 1,060,000	City of Ames
16032	STP-U-0155(690)--70-85	South Grand Avenue and S 5th Street from S Grand Avenue east 0.12 miles west of S Duff Avenue	Grade and Pave	Let 04/18	\$ 3,040,000	\$ 2,396,000	City of Ames
34019	IMX-35()-02-85	I-35: US 30 to County Road E29 (NB)	Pavement Rehab, Traffic Signs	Let 10/17	\$ 3,812,000	\$ 3,431,000	Iowa DOT District 1
14980	STP-E-0155(684)--8V-85	In the City of Ames, Skunk River Trail, From Bloomington Road to Ada Hayden Park	Ped/Bike Grade & Pave	Let 06/18	\$ 544,000	\$ 320,000	City of Ames
14983	STP-E-0155(SE16TH)--70-85	In the City of Ames, Skunk River Trail: From SE 16th Street to East Lincoln Way	Ped/Bike Grade & Pave	Delayed to FFY 2020	\$ 521,000	\$ 160,000	City of Ames
21260	STP-E-0155(SE16TH)--8V-85	In the City of Ames, Skunk River Trail: From SE 16th Street to East Lincoln Way	Ped/Bike Structures, Ped/Bike Miscellaneous	Summer 2018	\$ 835,000	\$ 240,000	City of Ames
34581	STP-A-0155(694)--86-85	Ames Traffic Network Master Plan	Planning Study	Summer 2018	\$ 100,000	\$ 80,000	City of Ames
34214	RGPL-PA22(RTP)--PL-00	Transportation Planning	Trans Planning	Ongoing	\$ 119,000	\$ 95,000	AAMPO

Project Selection

About the Project Selection Process

The Ames Area Metropolitan Planning Organization (AAMPO) uses a project selection criteria system as a means of prioritizing submitted projects. The AAMPO selects regional surface transportation projects submitted to the AAMPO for inclusion in the Transportation Improvement Program (TIP). These projects are reviewed by staff, the Transportation Technical Committee (TTC) and Transportation Policy Committee (TPC). Approved projects are programmed in the TIP based on the recommendation of the TTC and staff. The TIP also includes projects awarded with State and Federal funds as applicable through the respective grant program.

Surface Transportation Block Grant Program (STBG)

Factors identified in the Long Range Transportation Plan (LRTP) are used as tools to help determine those projects selected and their respective priority. In addition to the LRTP tools, highway capacity improvement projects are selected using Level of Service criteria; rehabilitation and reconstruction projects are selected based upon pavement condition index and field review. A STBG application form shall be submitted to be considered to receive federal-aid funding. This form can be requested from the Ames Area MPO staff or downloaded from the Ames Area MPO website at www.aampo.org. Projects which are eligible to utilize the Iowa STBG-SWAP funds will be programmed as such after being selected through the STBG project selection process.

Transportation Alternative (STBG-TAP)

Transportation Alternative consists mainly of greenbelt trails that have been identified during the public involvement process for the Long Range Transportation Plan. Trail segments shown in the plan are sized proportionately based upon estimated construction costs.

A TA application form shall be submitted to be prioritized and submitted for recommendation. Submitted projects are ranked with the following criterion:

- Connectivity with existing facilities,
- Cost in relation to public benefit,
- Enhancement to existing transportation system, and
- Identified in the long range transportation plan. Applications for TA projects can be requested from the Ames Area MPO staff or downloaded directly from the Iowa Department of Transportation website.

Other Programs

Bridge projects consist of necessary repairs recommended by the biennial Iowa Department of Transportation (IDOT) bridge inspections. The IDOT requires these inspections for bridges within the local jurisdictions of the Ames Area MPO. A Candidate List is created by the IDOT Office of Local Systems based on priority points ranking. Local agencies and the Ames Area MPO work with the IDOT on programming necessary bridge projects based on priority and available funding.

The Transit Board selects operating projects for CyRide as identified in the approved Passenger Transportation Plan (PTP), which serves as a needs assessment for all regional human and health service agencies. The Transit Board also approves matching funds for capital projects based upon identified route expansions.

All projects are consistent with the approved Ames Mobility 2040 Long Range Transportation Plan.

Revising the TIP

Often after development and subsequent adoption of the TIP, changes may need to be made to the list of programmed projects. Examples of changes might be adding or deleting projects, moving a project between years in the TIP, adjusting project cost, or changing the vehicle numbers of transit vehicles.

A major requirement of a project receiving Federal transportation funds is for the project to be included in the TIP and Statewide Transportation Improvement Program. Once a project has received Federal Authorization for construction it does not need to be included in the TIP. This is one of two major reasons for adding or deleting a project from the TIP. The other major reason for adding a project is the awarding of a grant for a project, which can happen throughout the year. Projects programmed through the STBG-SWAP program will be included in the TIP as informational items and modifications to these projects will be pursued using the following revision processes as outlined.

Changes to the TIP are classified as either “amendments” or “administrative modifications”.

Amendments

Amendments are major changes involving the following:

- **Project Cost** – projects in which the recalculated project costs increase federal aid by more than 30 percent or increase total federal aid by more than \$2 million from the original amount.
- **Schedule Changes** – projects added or deleted from the TIP.
- **Funding Source** – projects receiving additional federal funding sources.
- **Scope Changes** – changing the project termini, project alignment, the amount of through traffic lanes, type of work from an overlay to reconstruction, or a change to include widening of the roadway.

Amendments are presented to the Policy Committee and a public comment period is opened, which lasts until the next Policy Committee meeting (the Policy Committee meets on an as needed basis, giving a 3-4 week public comment period). Public comments are shared at this meeting with the Policy Committee and action is taken to approve the amendment.

Administrative Modifications

Administrative Modifications are minor changes involving the following:

- **Project Cost** – projects in which the recalculated project costs do not increase federal aid by more than 30 percent or do not increase total federal aid by more than \$2 million from the original amount
- **Schedule Changes** – changes in schedules to projects included in the first four years of the TIP
- **Funding Source** – changing funding from one source to another
- **Scope Changes** – all changes to the project's scope require an amendment

Administrative modifications and amendments are subject to different AAMPO Policy Committee and public review procedures. Administrative modifications are processed internally and are shared with the Policy Committee and the public as informational items

Federal Transit Administration Section

FY 2019 Transportation Improvement Program Project Justification

The following transit projects identified within the draft FY 2019 – 2022 TIP were included within the Passenger Transportation Plan (PTP) Update, meeting the requirements to have the Enhanced Mobility for Seniors and Individuals with Disabilities formulized federal funding within an approved PTP prior to TIP approval. The following narrative describes the projects within the initial year of the plan.

General Operations

This funding supports the day-to-day transit operations of the Ames Transit Authority from Ames' urbanized area federal apportionment, Transit Intensive Cities, and State Transit Assistance funding.

Contracted Paratransit (Dial-A-Ride) Service

According to federal regulations, public transit agencies providing fixed-route transit service in their community must also provide door-to-door transportation service within a $\frac{3}{4}$ mile area of that fixed-route service. Therefore, CyRide purchases transportation service for its Dial-A-Ride operations in order to meet this ADA requirement. This requirement has been expanded to the entire city limits of Ames.

Automated Vehicle Announciators

Bus drivers must comply with the Americans with Disability Act (ADA) and manually announce major transit locations along transit routes along with any stops the public request. 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. CyRide plans to automate this process over the next several years by purchasing an automated vehicle annunciator (AVA) system synced with LED signage to help keep all passengers, disability or not, better informed of where the bus is located along the bus route(s). Such a system would be over and beyond what is required for ADA.

An AVA system will make riding the bus more convenient 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 having to take one hand off the wheel to speak into the intercom system every few blocks.

Heavy Duty Bus Replacement

Eight large forty-foot buses have exceeded FTA guidelines for useful life. Bus numbers are 07117, 00956, 00958, 07133, 07124, 07132, 07129, 07123. These units will be replaced with 40' heavy-duty buses, equipped with cameras. These replacement vehicles will be ADA accessible.

Bus Wash & HVAC Equipment

The bus wash lane and equipment was originally built in 2002 and will be removed and replaced with a new wash system with HVAC improvements. The current bus washer is now 16 years old, has cycled more than 125,622 times, and past the point where the equipment can be repaired as the manufacturer is no longer in business and parts are no longer readily available when the equipment fails.

Specifically, CyRide's architect recommends the following be removed and replaced for this project: 1) Removal of existing bus wash equipment, including sprayer and brush assembly and frame, and removal of existing bus water reclaim system, 2) The existing floor pits are anticipated to remain, with some upgrades and repairs to plumbing systems, 3) Replacement of existing water service pipe and installation of new pressure reducer, 4) Installation of new bus wash system, including new water reclaim, new reverse osmosis system and new blower system, 5) Ventilation upgrades, included new exhaust fans and makeup air and ducts above the bus wash bay, 6) Electrical upgrades to accommodate new bus wash equipment and HVAC improvements; elevate to flood proof, 7) Replacement of two existing corroded hollow metal doors and frames, 8) Replacement of manual overhead fire door to an electric overhead fire door, 9) Refinishing existing adjacent concrete block walls and ceilings and 10) Lighting improvements to wash area.

Appendix A: FFY 2019 – 2022 TPMS Printout

MPO-22 / AAMPO 2019 - 2022 Transportation Improvement Program

TPMS Sponsor Appr. Status	Project # Location Funding Program	Length FHWA# S:TR		Pgm'd Amounts in 1000's				Total	STIP#
				FY19	FY20	FY21	FY22		
STBG - Surface Transportation Block Grant Program									
Story - 85									
16032 Ames	STP-U-0155(690)--70-85 DOT Letting: 11/20/2018 In the City of Ames, On S Grand Ave and S 5TH ST from S Grand Ave east to .12 miles west of S Duff Ave.	0.468 MI --	Project Total Federal Aid	3,040 2,396	0 0	0 0	0 0	3,040 2,396	
Draft TIP Approved	Grade and Pave	--	Regional FA SWAP	2,000 0	0 0	0 0	0 0	2,000 0	--
PA NOTE: Phase 1 of two phase project. Total STBG for both phases is \$5,500,000 (\$3,500,000 on Phase 2 TPMS 36986). Total Project Cost \$17,450,000 through FY19/20									
36986 Ames	STP-U-0155(697)--70-85 DOT Letting: 11/20/2018 In the city of Ames, On SOUTH GRAND AVE, from 0.1 miles north of S. 16th Street North .54 Miles to S 5th Street,	0.54 MI --	Project Total Federal Aid	12,500 5,300	0 0	0 0	0 0	12,500 5,300	
Draft TIP Approved	Grade and Pave,Bridge New	0:0:00	Regional FA SWAP	3,500 0	0 0	0 0	0 0	3,500 0	--
PA NOTE: Phase 2 of two phase project. Total STBG for both phases is \$5,500,000 (\$2,000,000 on Phase 1 TPMS 16032). Total Project Cost \$17,450,000 through FY19/20									
16103 MPO-22 / AAMPO	RGPL-PA22(LRTP)--ST-85 Ames MPO Planning: STP Funds for Transportation Planning	0 MI --	Project Total Federal Aid	500 400	0 0	0 0	0 0	500 400	
Draft TIP Approved	Trans Planning	--	Regional FA SWAP	400 0	0 0	0 0	0 0	400 0	--
35617 MPO-22 / AAMPO	RGTR-PA22()--ST-85 CyRide: Vehicle Purchase	0 --	Project Total Federal Aid	0 0	529 225	0 0	0 0	529 225	
Draft TIP Approved	Transit Investments	--	Regional FA SWAP	0 0	225 0	0 0	0 0	225 0	--
36918 MPO-22 / AAMPO	RGTR-PA22()--ST-85 CyRide: Vehicle Replacement	0 --	Project Total Federal Aid	0 0	0 0	539 225	0 0	539 225	
Draft TIP Approved	Transit Investments	--	Regional FA SWAP	0 0	0 0	225 0	0 0	225 0	--
38304 MPO-22 / AAMPO	RGTR-0155()--ST-85 CyRide: Vehicle Replacement	0 --	Project Total Federal Aid	0 0	0 0	0 0	555 225	555 225	
Draft TIP Approved	Transit Investments	--	Regional FA SWAP	0 0	0 0	0 0	225 0	225 0	--

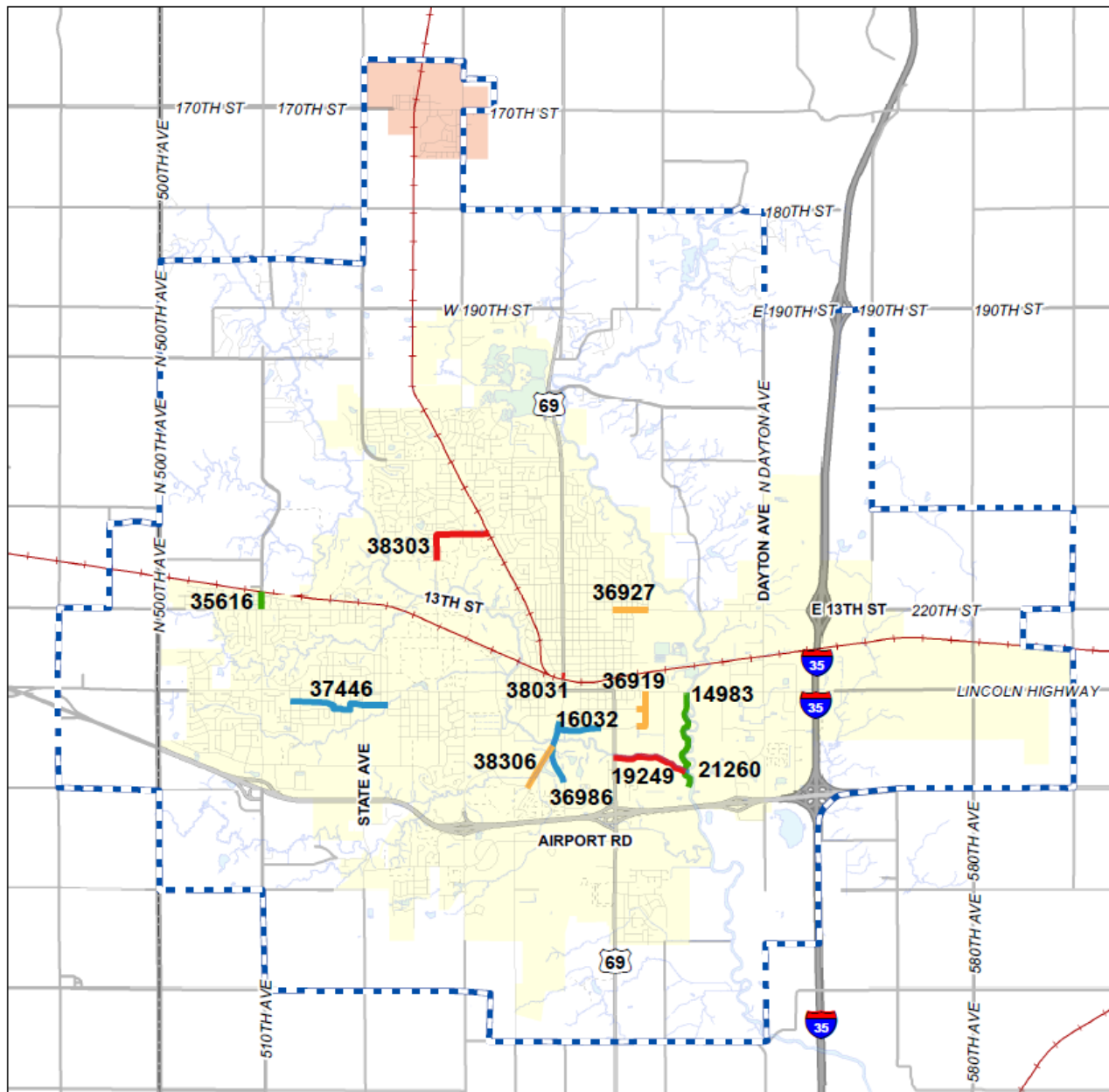
Ames Area MPO

FFY 2019 – 2022 Transportation Improvement Program

TPMS Sponsor Appr. Status	Project # Location Funding Program	Length FHWA# S:TR		Pgm'd Amounts in 1000's				Total	STIP#
				FY19	FY20	FY21	FY22		
SWAP-STBG - SWAP - STBG equivalent									
Story - 85									
35616 Ames	STBG-SWAP-01550--SG-85 In the city of Ames, On North Dakota Avenue, from Ontario Street North 0.17 Miles to Union Pacific Railroad Tracks	0 --	Project Total Federal Aid	0 0	1,500 0	0 0	0 0	1,500 0	
Draft TIP Approved	Pave	--	Regional FA SWAP	0 0	900 900	0 0	0 0	900 900	--
36919 Ames	STBG-SWAP-01550--SG-85 In the city of Ames, On Cherry Avenue, from E Lincoln Way South .4 Miles to Southeast 5th Street,	0.498 --	Project Total Federal Aid	0 0	0 0	2,400 0	0 0	2,400 0	
Draft TIP Approved	Grade and Pave	0:0:00	Regional FA SWAP	0 0	0 0	1,890 1,890	0 0	1,890 1,890	--
36927 Ames	STBG-SWAP-01550--SG-85 In the city of Ames, On East 13th Street, from Duff Avenue East .4 Miles to Meadowlane Avenue,	0.356 --	Project Total Federal Aid	0 0	0 0	2,500 0	0 0	2,500 0	
Draft TIP Approved	Pavement Rehab	0:0:00	Regional FA SWAP	0 0	0 0	1,600 1,600	0 0	1,600 1,600	--
38303 Ames	STBG-SWAP-01550--SG-85 In the city of Ames, On Stange Rd and 24TH ST, from Blankenburg Dr North .4 Miles to 24th ST and East .8 Miles to RR,	0.788 --	Project Total Federal Aid	0 0	0 0	0 0	4,200 0	4,200 0	
Draft TIP Approved	Grade and Pave	0:0:00	Regional FA SWAP	0 0	0 0	0 0	1,600 1,600	1,600 1,600	--
STBG-TAP - Transportation Alternatives									
Story - 85									
37446 Ames	TAP-U-01550--8I-85 In the city of Ames, SW greenbelt trail, from Beedle Drive East .94 Miles to Intermodal Facility	0.94 MI --	Project Total Federal Aid	400 159	0 0	0 0	0 0	400 159	
Draft TIP Approved	Ped/Bike Grade & Pave	--	Regional FA SWAP	159 0	0 0	0 0	0 0	159 0	--
21260 Ames	TAP-U-0155(SE16TH)--8I-85 Skunk River Trail: From SE 16th Street to East Lincoln Way	1.033 MI --	Project Total Federal Aid	835 240	0 0	0 0	0 0	835 240	
Draft TIP Approved	Ped/Bike Structures, Ped/Bike Miscellaneous	--	Regional FA SWAP	240 0	0 0	0 0	0 0	240 0	--
14983 Ames	TAP-U-0155(SE16th)--8I-85 In the City of Ames, Skunk River Trail: From SE 16th Street to East Lincoln Way	1 MI --	Project Total Federal Aid	0 0	521 160	0 0	0 0	521 160	
Draft TIP Approved	Ped/Bike Grade & Pave	--	Regional FA SWAP	0 0	160 0	0 0	0 0	160 0	--
DOT NOTE: Project eligible for FHWA TAP funding									

Ames Area MPO
FFY 2019 – 2022 Transportation Improvement Program

TPMS Sponsor Appr. Status	Project # Location Funding Program	Length FHWA# S:TR		Pgm'd Amounts in 1000's				Total	STIP#
				FY19	FY20	FY21	FY22		
Story - 85 (continued)									
38306 Ames	TAP-U-0155() -- 8I-85 In the city of Ames, On Vet Med Trail, from S Grand Ave South .53 Miles to S 16th St, Ped/Bike Grade & Pave	0.533 --	Project Total Federal Aid	0 0	0 0	500 159	0 0	500 159	
Draft TIP Approved		0:0:00	Regional FA SWAP	0 0	0 0	159 0	0 0	159 0	--
19249 Ames	TAP-U-0155() -- 8I-85 Squaw Creek: From Skunk River to S. Duff Avenue	0.78 MI --	Project Total Federal Aid	0 0	0 0	0 0	681 159	681 159	
Draft TIP Approved	Ped/Bike Grade & Pave	0:0:0	Regional FA SWAP	0 0	0 0	0 0	159 0	159 0	--
PL - Metropolitan Planning									
Story - 85									
34214 MPO-22 / AAMPO	RGPL-PA22(RTP)--PL-85 VARIOUS	0 --	Project Total Federal Aid	121 97	121 97	121 97	121 97	484 388	
Draft TIP Approved	Trans Planning	--	Regional FA SWAP	0 0	0 0	0 0	0 0	0 0	--
PRF - Primary Road Funds									
Story - 85									
38031 DOT-D01-MPO22	BRFN--69() -- 39-85 US 69: GRAND AVE IN AMES 0.1 MI N OF LINCOLN WAY	0 MI --	Project Total Federal Aid	0 0	0 0	0 0	265 0	265 0	
Draft TIP Approved	Bridge Deck Overlay	--	Regional FA SWAP	0 0	0 0	0 0	0 0	0 0	--



FY 2019 - 2022 Transportation Improvement Program

Project Location Map

Legend

Ames Area MPO Boundary

Program Year

2019

2020

2021

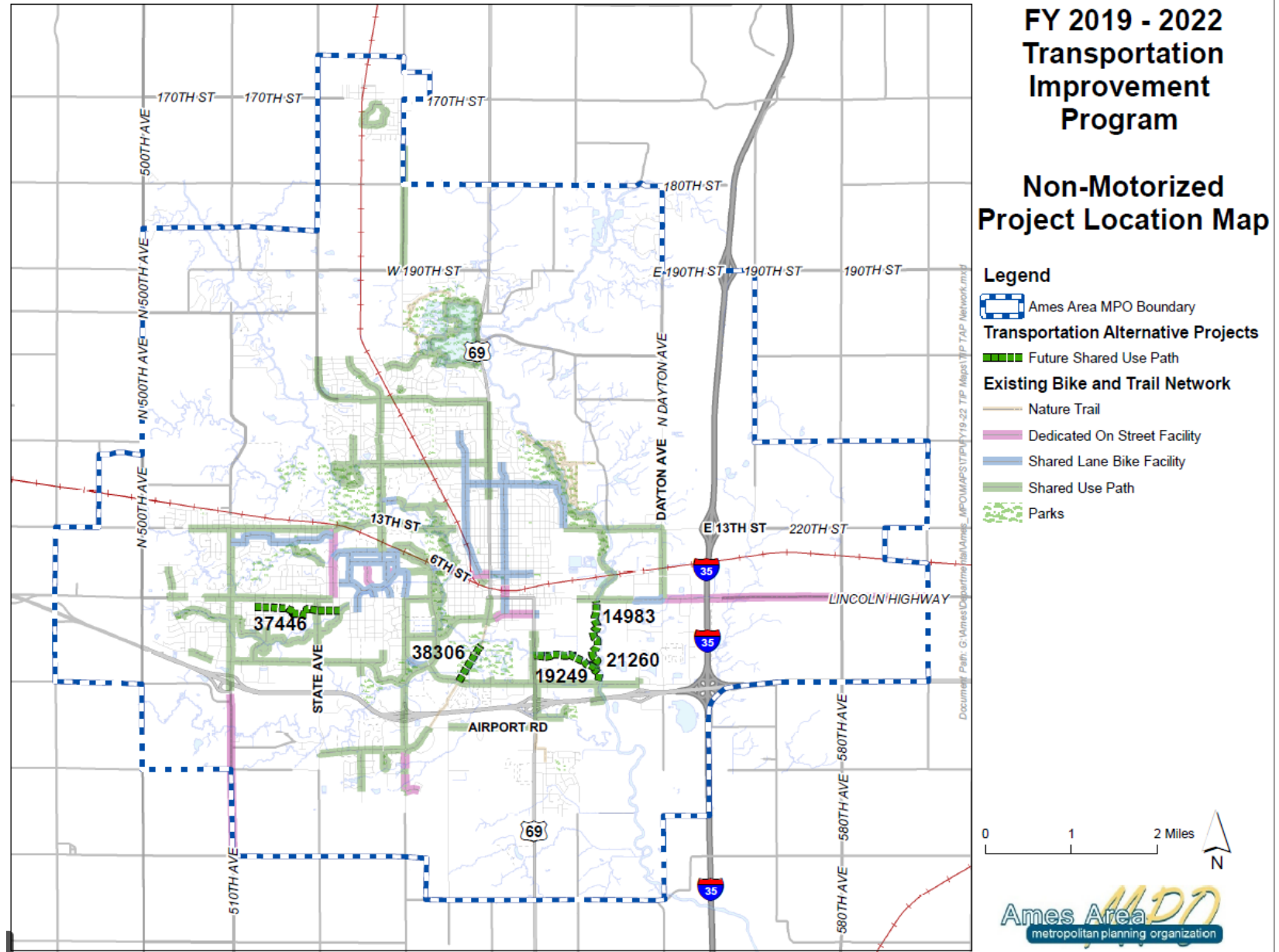
2022

City of Gilbert

City of Ames

0 1 2 Miles





Ames Area MPO
FFY 2019 – 2022 Transportation Improvement Program

MPO-22 / AAMPO (44 Projects)

Fund	Sponsor	Transit # Expense Class Project Type	Desc / Add Ons / Addnl Info		FY19	FY20	FY21	FY22
5339	Ames	2837 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFR, VSS, Low Floor, BioDiesel Unit #: 00956	Total	493,300			
				FA	419,305			
				SA				
5339	Ames	2838 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFR, VSS, Low Floor, BioDiesel Unit #: 00958	Total	493,300			
				FA	419,305			
				SA				
STA, 5307	Ames	914 Operations Misc	General Operations	Total	11,748,738	12,218,688	36,070,005	13,215,633
				FA	2,400,000	2,496,000	25,958,410	2,699,674
				SA	805,748	837,978	871,497	906,257
5310	Ames	919 Operations Misc	Contracted Paratransit Service	Total	187,500	196,875	206,719	217,055
				FA	150,000	157,500	165,375	173,644
				SA				
5339	Ames	5088 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFR, VSS, Low Floor, BioDiesel Unit #: 07133	Total	493,300			
				FA	419,305			
				SA				
5339	Ames	5089 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFR, VSS, Low Floor, BioDiesel Unit #: 07124	Total	493,300			
				FA	419,305			
				SA				
5339	Ames	5090 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFR, VSS, Low Floor, BioDiesel Unit #: 07132	Total	493,300			
				FA	419,305			
				SA				
5339	Ames	5091 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFR, VSS, Low Floor, BioDiesel Unit #: 07129	Total	493,300			
				FA	419,305			
				SA				
5339	Ames	5092 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFR, VSS, Low Floor, BioDiesel Unit #: 07123	Total	493,300			
				FA	419,305			
				SA				
5339	Ames	4659 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFR, VSS, Low Floor, BioDiesel Unit #: 07117	Total	493,300			
				FA	419,305			
				SA				
5310	Ames	5100 Capital Expansion	Annunciators	Total	145,056	125,000	125,000	125,000
				FA	116,045	100,000	100,000	100,000
				SA				
PTIG	Ames	5101 Capital Replacement	Bus Wash & HVAC Equipment	Total	743,284			
				FA				
				SA	594,627			
5339	Ames	4672 Capital Replacement	Light Duty Bus (176" wb) Diesel, UFR, VSS, BioDiesel Unit #: 00333	Total		115,960		
				FA		98,566		
				SA				
5339	Ames	4673 Capital Replacement	Light Duty Bus (176" wb) Diesel, UFR, VSS, BioDiesel Unit #: 00334	Total		115,960		
				FA		98,566		
				SA				
5339	Ames	4674 Capital Replacement	Light Duty Bus (176" wb) Diesel, UFR, VSS, BioDiesel Unit #: 00335	Total		115,960		
				FA		98,566		
				SA				

Ames Area MPO
FFY 2019 – 2022 Transportation Improvement Program

Fund	Sponsor	Transit # Expense Class Project Type	Desc / Add Ons / Addnl Info		FY19	FY20	FY21	FY22
5339	Ames	4675 Capital Replacement	Light Duty Bus (176" wb) Diesel, UFRC, VSS, BioDiesel Unit #: 00336	Total		115,960		
				FA		98,566		
				SA				
5339	Ames	4678 Capital Replacement	Light Duty Bus (176" wb) Diesel, UFRC, VSS, BioDiesel Unit #: 00337	Total		115,960		
				FA		98,566		
				SA				
5339	Ames	4679 Capital Replacement	Light Duty Bus (176" wb) Diesel, UFRC, VSS, BioDiesel Unit #: 00338	Total		115,960		
				FA		98,566		
				SA				
5310	Ames	920 Capital Replacement	Associated Transit Improvements	Total		50,000	50,000	50,000
				FA		40,000	40,000	40,000
				SA				
5339	Ames	1895 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00953	Total		513,032		
				FA		436,077		
				SA				
5339	Ames	1899 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00948	Total		513,032		
				FA		436,077		
				SA				
5339	Ames	1901 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00957	Total		513,032		
				FA		436,077		
				SA				
5339	Ames	2836 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 07125	Total		513,032		
				FA		436,077		
				SA				
5339	Ames	2839 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00954	Total		513,032		
				FA		436,077		
				SA				
5339	Ames	2840 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00955	Total		513,032		
				FA		436,077		
				SA				
5309, 5339	Ames	3314 Capital Expansion	Maintenance Facility Expansion	Total		5,000,000	22,183,200	
				FA		4,000,000	17,746,560	
				SA				
STP, 5339	Ames	4042 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00785	Total		513,032		
				FA		436,077		
				SA				
5339	Ames	4043 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00762	Total		513,032		
				FA		436,077		
				SA				
5339	Ames	4044 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00778	Total			533,553	
				FA			453,520	
				SA				
5339	Ames	4045 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00763	Total			533,553	
				FA			453,520	
				SA				

Ames Area MPO
FFY 2019 – 2022 Transportation Improvement Program

Fund	Sponsor	Transit # Expense Class Project Type	Desc / Add Ons / Addnl Info		FY19	FY20	FY21	FY22
5339	Ames	4046 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00779	Total			533,553	
				FA			453,520	
				SA				
5339	Ames	4047 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00793	Total			533,553	
				FA			453,520	
				SA				
5339	Ames	4048 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00700	Total			533,553	
				FA			453,520	
				SA				
5339	Ames	4049 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 00792	Total			533,553	
				FA			453,520	
				SA				
5339	Ames	4662 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 07119	Total			533,553	
				FA			453,520	
				SA				
5339	Ames	4660 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 07120	Total			533,553	
				FA			453,520	
				SA				
5339	Ames	4661 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 07118	Total				554,895
				FA				471,661
				SA				
5339	Ames	5097 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 970	Total				554,895
				FA				471,661
				SA				
5339	Ames	5098 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 977	Total				554,895
				FA				471,661
				SA				
5339	Ames	5099 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 975	Total				554,895
				FA				471,661
				SA				
5339	Ames	4663 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 07121	Total				554,895
				FA				471,661
				SA				
5339	Ames	4664 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 972	Total				554,895
				FA				471,661
				SA				
5339	Ames	4665 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 974	Total				554,895
				FA				471,661
				SA				
5339	Ames	4666 Capital Replacement	Heavy Duty Bus (40-42 ft.) Diesel, UFRC, VSS, Low Floor, BioDiesel Unit #: 971	Total				554,895
				FA				471,661
				SA				

Appendix B: Ames Area MPO Self Certification

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

5/10/2018
Date

Appendix C: Approval

[JULY 10, 2018 RESOLUTION OF APPROVAL TO BE PLACED HERE]

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

JUNE 19, 2018

The Special Meeting of the Ames City Council was called to order by Mayor John Haila at 6:00 p.m. on the 19th day of June, 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 Allie Hoskins was also in attendance.

SECOND PASSAGE OF ORDINANCE TO CHANGE STREET NAMES IN THE EAST ANNEXATION AREA (THIRD PASSAGE AND ADOPTION REQUESTED): Moved by Corrieri, seconded by Nelson, to pass on second reading an Ordinance to change street names in the East Annexation Area.

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

Moved by Martin, seconded by Corrieri, to suspend the rules necessary for the adoption of an ordinance.

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

Moved by Beatty-Hansen, seconded by Corrieri, to pass on third reading and adopt ORDINANCE NO. 4360 changing street names in the East Annexation Area.

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

DISCUSSION OF DOWNTOWN VISION: Mayor Haila told the Council that Planning and Housing Director Kelly Diekmann will give an overview of the staff report and then a presentation will be given by Main Street Cultural District (MSCD) followed by an opportunity for public comments. Mr. Diekmann gave an overview of the previous direction by City Council leading up to this workshop and said the Land Use Policy Plan (LUPP) states, “it is the goal of Ames to enhance the role of Downtown as a community focal point.” Mr. Diekmann also gave examples of the many initiatives the City has undertaken in the downtown area to support that vision, including the recent application and approval of Downtown as a National Register Historic District with the help from the MSCD.

Council Member Beatty-Hansen asked about a local historic district as mentioned in the staff report. Mr. Diekmann said being on the National Register does not mandate the creation of a local district. He said City Council would need to initiate an historic district or landmark designation for review by the Historic Preservation Commission if it so desired. Council Member Gartin asked if there are ways in which a designation of historic registry would deter redevelopment in the downtown area. Mr. Diekmann said if something is deemed historic then generally those properties would be preserved, but there are steps that can be taken for redevelopment. Mr. Gartin asked about the steps to redevelop in such an area. Mr. Diekmann said if a local district was created, expectations would be identified. He said the only local district Ames has currently is Old Town, and he said the identified contributing resources have historic value. He said Old Town property owners could petition for demolition if there is an economic hardship with meeting the requirements.

Council Member Betcher said the Historic Preservation Commission expressed no desire to create

a local district in the downtown area because of the stricter guidelines that would be imposed. She told the Council the designation as a National Register listing is simply honorary and it opens doors to tax incentives at the state and federal levels.

MSCD Executive Director Cindy Hicks introduced MSCD Board Members Kristin Roach and Susan Bradbury. Ms. Hicks complimented the downtown area and said she appreciates the steps Council is taking to focus on Downtown. She said last year Main Street Iowa helped the District perform a market analysis, which included 1,600 surveys of business owners, consumers, residents, and online participants. Ms. Hicks distributed copies of the Market Study and Strategies 2017.

Ms. Bradbury said she is a member of the Economic Vitality Committee and MSCD Board of Directors. She said she would like to update the Council on the work of the Economic Vitality Committee. Ms. Bradbury said the Committee focused on a housing study in 2015 that assessed potential for new housing in the downtown area since a healthy downtown provides many roles to a community. She said the study identified possible barriers to housing development in the downtown area and focused on young professionals and the need for housing for that population group. Ms. Bradbury said Iowa State University (ISU) produces young professionals but they don't tend to stay in Ames. She said research shows Ames doesn't have the kind of housing young professionals desire, so they tend to live in Ankeny or Des Moines.

Ms. Bradbury told the Council a survey was done in 2016 with building owners about creation of new housing above commercial areas, and the Ames Market Study and Strategies was created in 2017 in partnership with Main Street Iowa. She said it was estimated that 175 residential units could be added downtown based on current zoning and that the limitations identified were project financing and overall development costs. Mr. Gartin asked about units. Ms. Bradbury clarified the 175 units would be one or two bedrooms each. She said a survey with building owners identified only about 20 possible residential units that could be added to existing buildings. Other barriers identified to making improvements include the city permitting process, parking requirements, Fire Code, and lack of financial support.

Ms. Bradbury shared the reasons people visit downtown are errands (a few times a week or a few times a month), eating (a few times a month), and shopping (a few times a month). Ms. Bradbury reviewed the strengths that were identified about Downtown including local business owners and the history and character of the area, and the weaknesses identified as variety in dining and shopping. Improvements suggested for Downtown included parking, more dining options, expanded store hours, expanded variety of businesses, enhanced outdoor experience, and improved building facades. Ms. Bradbury said the MSCD is recommending Council initiate a comprehensive parking study, revisit city parking and the Fire and Building Codes impacting Downtown, and consider redevelopment incentives. She said employment has increased in the downtown area and many businesses are wanting to locate or expand there. She encouraged the Council to consider these recommendations so the growth does not go elsewhere.

Mr. Gartin asked about grease traps for food and beverage businesses. It was agreed that Ms. Roach would speak to this question when she addressed Council. Mayor Haila asked what types of

businesses would want to locate or expand Downtown. Ms. Bradbury said from the results of the survey, 21% of the businesses are looking at expansion in the next year or two and about 50% are looking to add employees or product lines. She said she is not sure what type of businesses they are. Mayor Haila said it's helpful to have this data and to know what type of businesses want to locate Downtown. Ms. Bradbury said some are technology companies, and it was noted that the high-speed internet in the downtown area has really helped. Mr. Gartin asked for clarification on the additional capacity for internet. Ms. Hicks said the fiber internet covers Main Street and the 5th Street side and south side of Main Street. Mr. Martin asked if the paper report is available on the website. Ms. Bradbury said it is online at www.amesdowntown.org.

Ms. Roach said she lives in Ward 4 and owns Little Woods Herbs and Teas at 136 Main Street, Ames. Ms. Roach told the Council her tea business required the installation of a grease interceptor. Ms. Roach said when opening the business it was the single greatest expense they faced. She said it seems the requirements are a little much, but she also understands that restaurants and businesses expand menus. Mr. Gartin asked if she believes the requirements should be different with the Fats, Oils, and Grease (FOG) ordinance in the downtown area. Ms. Roach said it would be helpful to have less stringent regulations city-wide, as she has heard from other business owners that it is the most stringent regulation in the state of Iowa, including Des Moines. She said the regulations create a great financial barrier for business owners.

Ms. Roach thanked the Council for its dedication to Downtown. She said her business is looking to add employees and potentially some manufacturing, but there is not appropriate space in the downtown area. She told the Council she attended a Main Street America conference and it was discussed that small manufacturing businesses are loved in downtown areas because people can see what they are buying being manufactured right there. Ms. Roach also said parking desires of business owners are at odds, and she would like to ask on behalf of the MSCD Board of Directors and downtown that a parking study be done. She said the last study that was conducted only included a small subset of the District when only 1,000 people worked Downtown compared to 2,200 today. Ms. Roach said she would really like to ask Mayor and Council to prioritize a parking study for current and future needs of the downtown area. She said she and other board members are willing to help with the process.

Ms. Hicks said MSCD would like to see the current Downtown Facade Grant expanded to include rear facades, Fire Code requirements, and safety and accessibility issues. She said the original intent of the program could still be accomplished if the program was expanded since rear facades are also entrances, and Fire Code and accessibility issues are hindrances to second-floor residences. Ms. Hicks asked the Council on behalf of the MSCD that the City review and adjust the amounts of assistance from \$15,000 for construction and \$1,000 for professional design services to \$25,000 for construction and \$2,000 for professional design services. She also requested the City increase the yearly program allocation from \$50,000 to \$90,000 so at least three projects per year can be completed.

Mayor Haila told the Council that Friedrich Realty is a company interested in expansion downtown. Kurt Friedrich, 100 6th Street, Ames, thanked the Council for hosting the workshop. Mr. Friedrich

said for its 90-year heritage, Friedrich Realty has been located Downtown. He said there are real obstacles to expansion and recruiting new businesses downtown, and said it seems the standards were created for Main Street and may not have taken into account the larger area of downtown. Mr. Friedrich said Friedrich Realty now has offices downtown, on East Lincoln Way, and in Somerset. He said it would increase efficiency if a larger campus could be created so their offices could be combined, and if modifications were made to the Downtown Service Area requirements, it would enable them and other businesses to locate and expand in the downtown area.

Mr. Friedrich said the floor area ratio should not exist. He said currently it is 1:1 and since Friedrich Realty has a 23,000 sq ft lot they would need to build a 23,000 square foot office building. He said office users usually want main floor usage and customers demand main floor usage. Mr. Friedrich also stated that the two-story requirement for Downtown is not practical for every building. He said a two-story atrium is included in their plan, but it wouldn't be a full second story. Mr. Friedrich said more jobs in the downtown area would create more business, so more office space should be added as an acceptable qualifying use to the criteria of Urban Revitalization Area so tax abatements could be realized. He said if these requirements could be waived, their project could go forward and he believes other projects would be realized. Ms. Beatty-Hansen asked if he believes those changes should include Main Street, or just the peripheral areas. Mr. Friedrich said he would like to see it happen in the whole downtown area, but he also recognizes the uniqueness of Main Street. Council Member Gartin asked him about parking. Mr. Friedrich said office space must have parking, and parking needs further investigated. He said overflow parking on the north side of Main Street would be nice. Ms. Betcher asked about residential parking. Mr. Friedrich said he believes it's ill-advised to build more residential Downtown.

Justin Dodge, 105 S. 16th Street, Ames, told the group that more parking is needed for the downtown area. He said he is in favor of a parking study. Mayor Haila asked Mr. Dodge to further explain the parking problem. Mr. Dodge said he used to have an office Downtown and would feed the meter every couple hours, and his wife has four-hour interval parking. Mayor Haila asked if it's the time limits or the amount of parking that is the problem. Mr. Dodge said the time constraints are a problem, but the quantity of spaces is also a problem.

Amy Dreyer, 210 Main Street, Ames, commented on the strong feelings the Downtown employees and businesses have regarding parking. She said many people are angry. She said there's a feeling that businesses and employees are being targeted. Ms. Dreyer said she is in support of a parking study being done and she said some of the suggestions she has heard include removing the meters, extending the meter times, extending parking time to 4:00 a.m., and changing the 2-4 hour parking to 4-6 hour parking. She also said the reserved spots for business owners during the day don't get used at night. Mayor Haila said there's no intent on Council's part to target Downtown businesses or employees. Council Member Gartin asked if enforcement has increased. She said there may have been a change in procedure in the last couple of months because enforcement seemed to increase. Ms. Betcher asked what the suggestions were about the reserved spots. Ms. Dreyer said maybe there could be a day tag and a night tag. Council Member Betcher said those that work in Ames, but do not live here, may not have been made aware of new fees, and asked Ms. Dreyer for ideas on notifying businesses of changes. Ms. Dreyer suggested a kiosk or place where brochures and

updates are available, and said the MSCD could spread the word. Mayor Haila asked if customers realized why the rates were going up. Ms. Dreyer said she did provide the article about rates to those who hadn't seen it.

Sharon Wirth, 921-9th Street, Ames, said a comprehensive parking study is on target. Ms. Wirth said the historic buildings are the character of Downtown Ames and she would like to see established channels to preserve and conserve those buildings, such as incentives for structural repairs, and ways to encourage people to learn and respect the architecture. Ms. Wirth also said redevelopment doesn't always mean new construction, and although historic preservation is hard to do, it is the right thing to do.

Larry Goodale, 124 Main Street, Ames, said the better MSCD does its job, the harder parking gets. He told the Council that 65 parking spots are given away every Saturday morning for the Farmers' Market and Saturday morning ticketing is not as heavy. Mr. Goodale said he doesn't believe it's right to give away the revenue for those parking spots every week and then charge downtown businesses for a parking space if they need a dumpster for renovations. Mr. Goodale said some of his regular customers don't come anymore because of the parking. He said he doesn't believe a parking ramp would help downtown in its entirety, but only the block where it's located. Mr. Goodale suggested moving the Farmers' Market to Sunday when most businesses are closed or changing the location. He said the Farmers' Market is getting catered to more than local business owners (property tax payers). He said he's worried about his business since he had no increase in business after receiving "Best Pancake in Iowa" this year.

Luke Jensen, 2519 Chamberlain, Ames, thanked the Council for the workshop. He said infill is a beneficial way to grow the community, is environmentally friendly, and economically beneficial to surrounding stakeholders. He said urban cores are critical to communities, but have challenges. He said green fields and suburban areas are easier to develop because of fewer restraints to modern development. He said Downtown is vibrant, which creates higher expenses for acquiring property in addition to the challenge of development constraints. He said segments of people have big dreams for specific projects, but not a big vision. Mr. Jensen challenged the group and community to create a big vision for the area that would provide certainty and a framework for success. He said a parking structure would be adapted to in Ames, just as they are in other communities. He said underused public land and parcels downtown could be re-purposed or repositioned to allow for additional development. He also said rigid standards, including floor area ratio and stormwater expectations should be looked at.

Sarah Spohnheimer, 210 Main Street, Ames, said she moved back to this area for business reasons because Ames is approachable, feels like a small town, and has many opportunities because of Iowa State University. She said she located her business in Cambridge and is restoring the building. She said she read the Lincoln Way Corridor Plan and is concerned with the philosophies of intense urban redevelopment mentioned in the Plan. Ms. Spohnheimer said she has been working at The Frame Shop since 2015 and has seen an increase in what she would call urban problems such as dumping, graffiti, and a broken window. She said these problems are increasing. Ms. Spohnheimer asked about the lot sizes on Lincoln Way. Mr. Diekmann said the Corridor Plan emphasizes consolidation

of properties and increasing the scale of buildings. Ms. Spohnheimer said their business is light industrial with a machine shop, and a building like Torrent Brewing Company would be desirable for their business. Mayor Haila confirmed that law enforcement has been contacted about the issues she mentioned. He asked what her vision is for Downtown. Ms. Spohnheimer said she prefers a less intense experience, and not living and working in such close quarters. She said to continue letting “Ames be Ames.”

Council Member Martin asked if there are any available reserved parking spaces. Mr. Diekmann said the spaces left are less desirable. Mr. Schainker said the City has always worked with downtown and Campustown to establish policies based on what is desired for the area. He said there’s a policy in place that allows no more than 20% of parking to be rented so that ample parking is available for customers. Mr. Schainker said reserved parking could be increased, but it would take away from customer parking.

Council Member Corrieri asked if certain parking space times were extended to 3:00 a.m. Discussion ensued. Council members requested that staff report back about the recent extension. Council Member Gartin said it made sense to show flexibility for employees of bars and restaurants. Mayor Haila said if it hasn’t been extended to 4:00 a.m. it makes sense to look into it again.

Ms. Beatty-Hansen asked about the most recent parking study. City Manager Steve Schainker told the Council a comprehensive parking study was done that discussed all available spaces (public and private sector), capacity and utilization, what parts of downtown utilizes parking, and projected needs. Ms. Beatty-Hansen asked what would happen if Council is interested in pursuing a parking study. Mr. Schainker said it would need referred, and then staff would look into the cost and workload of such a study. He said the study proved there was enough parking between the public and private sectors. Mr. Schainker said placement of a parking structure will be very important, as the Ames Intermodal Facility has available parking spaces, but there are still complaints from Campustown that there isn’t enough parking.

Mr. Schainker said revenue from tickets is recognized in the Parking Fund, but the operating and capital costs projected do not rely on an increased number of tickets. He said tickets should be a deterrent and revenue from tickets should decrease, so the City is raising the other prices to cover the fixed costs. Mr. Schainker told the Council most of the time constraints are based on recommendations from businesses or residents and can be changed, but if there is no enforcement, there will be no turnover, which also causes problems.

Discussion ensued. Ms. Corrieri said the information from staff regarding parking fees was extensive and reasons for costs were very specific for every area. Mr. Schainker said they were consistent with other cities similar to Ames. Mayor Haila asked the Council members if further discussion is desired on parking. Ms. Betcher said there were many people concerned about parking who are not members of the MSCD. She said she would not be averse to having more discussion before implementing the revised fees. Ms. Corrieri said the number of reserved spaces available and time sharing certain parking spaces is worth discussion. Ms. Beatty-Hansen said time is needed after July 1 to see how the changes affect parking. Mr. Gartin said they could benefit from an outside

perspective. Mr. Schainker said action may be needed before a study can be completed.

Mr. Schainker said a staff report may be needed to lay out the scope and projected cost of a parking study. Mayor Haila said previous studies would also be helpful. Ms. Betcher asked about the Downtown Gateway area and wondered if that should be included in a future parking study.

Moved by Beatty-Hansen, seconded by Gartin, to request a staff report including information related to the cost and duration of a comprehensive parking study and recommendations for short-term solutions to the concerns of: number of reserved permits available and assigned, the ability to share reserved spaces (day and evening), and the time duration of free parking in the Central Business District lots.

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

Mayor Haila asked how Council would like to see Downtown develop. Council Member Nelson said this was discussed in the past, and at that time there were some projects coming so a study would have been too late. Ms. Corrieri said most of the members felt that finding solutions that would address barriers to development and support incentives were more important than a sub-area plan. Ms. Betcher said one of the components was the survey that John Hall was going to complete about Building Codes and barriers to development. She said it was intended to use the Ames Economic Development Commission (AEDC) partnership to distance the survey from the Planning and Housing Department in hopes of getting the developers to share barriers to development. Mr. Gartin said there is tension between wholesale redevelopment and maintaining the charm of Downtown Ames. He said broader conversation is needed, and he is hesitant to change the Facade Grant Program or do anything else major without having a broader vision. Ms. Betcher said some projects were emerging quickly and maybe those aren't emerging anymore because of the shift in dynamic downtown. Ms. Corrieri said those projects may be waiting on Council to make decisions.

Ms. Beatty-Hansen asked about the current vision for Downtown. Mr. Diekmann said the LUPP defines the vision in a broad sense, and zoning more narrowly defines the vision. Ms. Beatty-Hansen asked how a grand vision would be different. Mr. Gartin asked Mayor Haila to speak to this from a design standpoint. Mayor Haila said Council can either wait for someone to come with a project for an area, such as the plaza, or the area could be used to support some type of development. He said most agree that Main Street has so much character that it needs preserved. He said there are some things that could be done Downtown to create some certainty, but they could be held somewhat loosely. Mayor Haila said the more certainty there is, the more comfort there is in moving forward with a project. Discussion ensued about the unique businesses in the downtown area. He said if a vision is cast, Council might find people coming to the forefront with ideas. Mr. Gartin asked if this is something that would be an internal process or if someone with experience in a comparable community would need to facilitate. Mr. Diekmann said it depends if it is design or visioning. He said it sounds like priorities are being discussed, and that is more of a design plan for Downtown than visioning. Mr. Gartin asked if there would be value in some framework. Mr. Diekmann said a parking structure would create a point of gravity in the downtown area. He also said Council could desire a public improvement or there could be a preference for some type of private improvement that would cause a cascade effect down the block. Ms. Corrieri said that was

discussed earlier with a narrow focus. Ms. Betcher said there was a downtown charette in the past, as well as other information that could be accessed and used. She said she's hesitant to use planning staff for a sub-area plan when nothing has come of that in the past.

Mr. Schainker said the Campustown discussion will take place next month. Council Member Nelson said there are Downtown work items on a list for staff already. Mayor Haila said a half-day discussion could be had after the Council has accessed some of the work that has already been done. Mr. Diekmann asked what format would be the most helpful for Council. He said what has been done can be assembled but he wants to make sure it's assembled in a way that can be used. Ms. Corrieri said she feels like they are taking steps backward. She said staff is asking for direction on items that the Council has already addressed. She said she's not sure what getting more information will accomplish. Mr. Diekmann asked Council if it needs to decide about the parking study before moving on. Council Member Gartin said if the desire is to grow downtown, something like a parking structure is needed. He said he's not sure how to move forward with something without planning to do something big. He said downtowns in Iowa are falling down, so these are good problems to have. He said City Council could create some framework, or let things develop haphazardly. Ms. Betcher said many communities are not building ramps anymore for various reasons. She asked if there is a parking problem or a parking management problem.

It was discussed that following this workshop, Council will review and give direction regarding the November 2017 staff report, which addresses possible locations for a public plaza, storm water management requirements, residential parking standards, and possible incentives to entice investment.

Moved by Corrieri, seconded by Beatty-Hansen, to request information from staff regarding the floor area ratio and two-story requirements including recommendations on how there could be flexibility downtown, not including Main Street.

Mr. Martin read the current standards and asked if they already allow for possible exemptions. Mr. Diekmann said that language is specific for situations that already require a Special Use Permit. Ms. Betcher clarified that the motion would include the downtown area, not including Main Street. Ms. Corrieri concurred.

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

Discussion ensued regarding the possibility of 20 residential units that could be created by renovation and the associated development barriers. Ms. Betcher said the barriers were to be identified by a survey. It was discussed that the survey could still go forward. Mr. Schainker said the AEDC will be presenting its annual report at next week's meeting. Ms. Betcher said she will bring it up at that meeting.

Moved by Beatty-Hansen to request a memo from staff about a possible grant program for grease interceptors if the cost is a certain percentage of the redevelopment cost. Motion failed for lack of second.

Mr. Martin asked how much the smallest grease interceptor would cost. Ms. Roach said the price can range a lot based on the current plumbing situation of the building. Because they already had venting in the roof and pipes in the walls, they only had to purchase the grease interceptor and make minor plumbing changes, so it was around \$6,000. She said cafes that serve food in a structure that hasn't been prepared previously could spend up to \$30,000. Mr. Martin said he trusts there have been robust discussions on this in the past by other councils. Ms. Corrieri said there are many other expensive preparations for new businesses.

Council Member Betcher said at different times new information isn't getting to customers and businesses of downtown. She said they are relying on ways of information sharing that aren't working and she would like to see the Council address it. Public Relations Officer Susan Gwiasda told the Council that information sharing has to include many different methods. Ms. Betcher said the toolbox of ways needs to include something visible Downtown. Sandwich boards and bulletin boards in a downtown location were discussed. Ms. Gwiasda said she is open to trying all ways of disseminating information.

DISPOSITION OF COMMUNICATIONS TO COUNCIL: Discussion ensued regarding a letter from Pat Olsson requesting the City establish a "code of condition" for the living condition of houses in Ames.

Moved by Betcher, seconded by Beatty-Hansen, to revisit the communication from Pat Olsson at a future date.

Vote on Motion: 1-5. Voting Aye: Betcher. Voting Nay: Beatty-Hansen, Corrieri, Gartin, Martin, Nelson. Motion failed.

Moved by Beatty-Hansen, seconded by Corrieri, to respond to this letter by stating that a "code of condition" for the living condition of houses in Ames will not be considered at this time.

Vote on Motion: 5-1. Aye: Beatty-Hansen, Betcher, Corrieri, Martin, Nelson. Nay: Gartin. Motion declared carried.

Moved by Gartin, seconded by Beatty-Hansen, for staff to create a memo regarding the letter from Paul and Margot Eness about a boundary line adjustment.

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

COUNCIL COMMENTS: Council Member Gartin commented Saturday is the Iowa Able Foundation run at Ada Hayden.

Council Member Betcher said Thursday, June 21, there will be two meetings in the Council Chambers at 1:00 p.m. and 6:00 p.m. to discuss RAGBRAI. She said if anyone is interested in getting involved by hosting or volunteering, they should plan to attend.

Mayor Haila said he attended a reception on Monday where Iowa State University President Wintersteen formally established a Bachelor of Science in Nursing (BSN) program at Iowa State

University. The program is anticipating 25 students in the fall.

Mayor Haila said he recently attended a meeting with Mr. Schainker, Mr. Diekmann, and about 20 business representatives regarding the Downtown Gateway area. He said the meeting was productive and minutes will be distributed to Council members soon.

Moved by Beatty-Hansen to adjourn the meeting at 9:01 p.m.

Diane R. Voss, City Clerk

John A. Haila, Mayor

Erin T. Thompson, Recording Secretary

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

AMES, IOWA

JULY 2, 2018

The Ames City Council Special Session was called to order pursuant to law by Mayor John Haila at 2:37 p.m. on the 2nd day of July, 2018, in the City Council Chambers in City Hall, 515 Clark Avenue. As it was impractical for them to attend in person, Mayor John Haila and the following Council members were brought in telephonically: Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, and David Martin. Council Member Chris Nelson and *ex officio* Member Allie Hoskins were absent.

MEMORANDUM OF UNDERSTANDING (MOU) WITH INTERNATIONAL UNION OF OPERATING ENGINEERS (IUOE) FOR ONE-TIME HIRING BONUS FOR CYRIDE MECHANIC ASSISTANT POSITION: Assistant City Manager Brian Phillips explained that CyRide has had two failed recruitments for the Mechanic Assistant position. In reviewing the reasons for the difficulty in finding a qualified individual for the position, CyRide reviewed the wages and hiring practices of its major competitors. According to Mr. Phillips, it was found that many of the firms were paying hiring bonuses to new employees, and it is believed that that initial pay differential is negatively impacting the attractiveness of CyRide's position.

As a proposed solution, for the next Mechanic Assistant recruitment only, which will begin in July 2018, CyRide proposed to include a hiring bonus, payable in three installments (\$500 at the first paycheck, \$500 after six months, and \$1,000 after 18 months). Mr. Phillips emphasized that the hiring bonus will be offered only one time to determine if the addition of the hiring bonus made a difference in attracting more qualified applicants to the job opening. Assistant City Manager Phillips advised that it is critical that the position be filled as soon as possible as the summer months are when they catch up on maintenance of the CyRide vehicles.

According to Mr. Phillips, the membership of the IUOE, which represents CyRide's mechanics, is supporting of this approach. In addition, the Transit Board of Trustees approved the hiring bonus at its meeting held June 28, 2018.

It was pointed out that the proposed MOU attached to the Council Action Form stated that the change would be made to the terms of the Collective Bargaining Agreement effective July 1, 2019. Mr. Phillips stated that the year should have been July 1, 2016; that was a typo and will be corrected.

Moved by Corrieri, seconded by Betcher, to adopt RESOLUTION NO. 18-408 approving a Memorandum of Understanding with the International Union of Operating Engineers that would allow a one-time hiring bonus for the CyRide Mechanic Assistant position.

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

COUNCIL COMMENTS: Council Member Betcher commented that she had heard from Julie Weeks, Ames Convention & Visitors Bureau, that there is an opportunity for the Mayor and City Council members to volunteer to staff the information booth to be located Downtown for RAGBRAI. Ms. Betcher also mentioned that If others are interested in volunteering during RAGBRAI, those opportunities are listed on AMESRAGBRAI.com.

ADJOURNMENT: Moved by Corrieri to adjourn the meeting at 2:44 p.m.

Diane R. Voss, City Clerk

John A. Haila, Mayor

MINUTES OF THE REGULAR MEETING OF THE AMES CITY COUNCIL

AMES, IOWA

JUNE 26, 2018

The Regular Meeting of the Ames City Council was called to order by Mayor John Haila at 6:00 p.m. on June 12, 2018, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law. Present were Council Members Gloria Betcher, Bronwyn Beatty-Hansen, Tim Gartin, David Martin, and Chris Nelson. Council Member Amber Corrieri joined the meeting telephonically. *Ex officio* Member Allie Hoskins was also present.

Mayor Haila announced that Council would be working off of an Amended Agenda. Added under Consent were:

1. Motion approving 5-day (July 22-26) Class C Liquor & Outdoor Service for Your Private Bartender at Reiman Gardens, 1407 University Boulevard, pending approval of Iowa State University
2. Resolution approving Commission On The Arts (COTA) Special Project Grants for Fall 2018
2. Resolution approving partial completion of public improvements and reducing amount of security required for Crane Farm Subdivision 2nd Addition

CONSENT AGENDA: Council Member Martin requested to pull Item No. 20, requests for Ames Pridefest on September 29, 2018 for separate discussion.

Moved by Betcher, seconded by Beatty-Hansen, to approve the following items on the Consent Agenda with the corrected Minutes:

3. Motion approving payment of claims
4. Motion approving Minutes of Regular Meeting of June 12, 2018
5. Motion approving Report of Contract Change Orders for June 1-15, 2018
6. Motion approving new Class C Liquor & B Native Wine Permit for BN'C Fieldhouse, 206 Welch Avenue, pending final inspection
8. Motion approving 5-day (July 22-26) Class C Liquor & Outdoor Service for Your Private Bartender at Reiman Gardens, 1407 University Boulevard, pending approval of Iowa State University
9. Motion approving temporary Outdoor Service (for sidewalk café) for Olde Main Brewing Company, 316 Main Street
10. Motion approving temporary Outdoor Service (for sidewalk café) for JJC Ames 1 LLC (Fuzzy's Taco Shop), 2420 Lincoln Way, Ste. 103
11. Motion approving temporary extension of Outdoor Service area for The Mucky Duck, 3100 S. Duff Avenue for July 24-25
12. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Special Class C Liquor – Hickory Park, 1404 South Duff Ave.
 - b. Special Class C Liquor & Outdoor Service – Botanero Latino, 604 E. Lincoln Way
 - c. Class C Liquor & Catering – Jethro's BBQ, 1301 Buckeye Avenue
13. Motion approving request from Ames Convention & Visitors Bureau for Fireworks Permit for display from ISU Lot G7 at dusk on July 3 with rain date of July 5 at dusk for Independence Day
14. Motion approving request from Iowa Sports Foundation, Inc. for Fireworks Permit for display

from ISU Lot G3 at dusk on July 20 for Iowa Games

15. Requests from Youth and Shelter Services:

- a. Motion directing staff to accept future requests for reimbursement for crisis walk-in appointments for Primary Treatment Mental Health Service
- b. RESOLUTION NO. 18-362 authorizing a carry-over of \$52,000 from FY 2017/18 to FY 2018/19 for Primary Treatment Mental Health Service
- c. RESOLUTION NO. 18-363 authorizing transfer of \$18,013 in unspent FY 2017/18 funds for Rosedale Emergency Shelter to Transitional Living Emergency Assistance for Basic Material Needs
- d. RESOLUTION NO. 18-364 authorizing a carry-over from FY 2017/18 to FY 2018/19 for unspent Transitional Living Emergency Assistance for Basic Material Needs funds

16. RESOLUTION NO. 18-365 approving and adopting Supplement No. 2018-3 to the *Ames Municipal Code*

17. RESOLUTION NO. 18-405 approving Commission On The Arts (COTA) Special Project Grants for Fall 2018

18. RESOLUTION NO. 18-366 supporting submission of State of Iowa Recreational Trail Grant Application for Grand Avenue Extension project

19. RESOLUTION NO. 18-367 approving Iowa Department of Agriculture and Land Stewardship Funding Agreement for Grand Avenue Extension in the amount of \$100,000

20. RESOLUTION NO. 18-368 accepting quote from Holmes Murphy & Associates for coverage with Midwest Employers Casualty Company for the same coverage types and limits as the expiring contract at a renewal premium of \$100,693

21. RESOLUTION NO. 18-369 accepting quote and approving renewal of City's membership in the Iowa Communities Assurance Pool (ICAP) for certain liability coverage at a net cost of \$505,543

22. RESOLUTION NO. 18-370 accepting extension of Property Brokerage Agreement with Willis of Greater Kansas, Inc., for the period beginning July 1, 2018, through June 30, 2019, in the amount of \$45,000

23. RESOLUTION NO. 18-371 approving renewal of Safety Services Contract with IAMU in an amount not to exceed \$64,800 for period July 1 through December 31, 2018, and optional renewal in an amount not to exceed \$64,800 for period January 1, 2019, through June 30, 2019

24. Requests for Midnight Madness on July 14, 2018:

- a. Motion approving blanket Temporary Obstruction Permit and blanket Vending License for the event
- b. Motion approving 5-day (July 14-18) Class B Beer & Outdoor Service Area in City Hall Parking Lot N
- c. Motion approving tapping of up to seven kegs at once during post-race party with maximum of 15 kegs total during the evening
- d. RESOLUTION NO. 18-372 approving closure of portions of 5th Street, Douglas Avenue, 10th Street, Clark Avenue, Main Street, Northwestern Avenue, 9th Street, Ridgewood Avenue, and 6th Street; Burnett Avenue and Kellogg Avenue, from 5th Street to 10th Street; 6th Street, 7th Street, 8th Street, and 9th Street, from Clark Avenue to Douglas Avenue; and Park Way, including the suspension of parking regulations and enforcement, from 6:00 p.m. to 11:00 p.m. on Saturday, July 14

- e. RESOLUTION NO. 18-373 approving closure of Clark Avenue from 5th Street to 6th Street and City Hall Parking Lot N from 6:00 p.m. on July 14 to 1:00 a.m. on July 15 for post-race activities
- f. RESOLUTION NO. 18-374 approving waiver of fees for blanket Vending License and usage of electricity
- 25. RESOLUTION NO. 18-377 awarding a contract to Baldwin Pole & Piling, Inc., of Des Moines, Iowa, for the purchase of Electric Distribution Utility Poles in accordance with unit prices bid
- 26. RESOLUTION NO. 18-378 awarding a contract to Open Systems International, Inc., of Medina, Minnesota, for Power Plant SCADA Hardware Upgrade in the amount of \$282,106, with the City paying applicable sales taxes to the State of Iowa
- 27. RESOLUTION NO. 18-379 approving contract and bond for Specialized Wet Dry Vacuum, Hydro Blast, and Related Cleaning Services for Power Plant
- 28. RESOLUTION NO. 18-380 approving contract and bond for Motor Repair for Power Plant
- 29. RESOLUTION NO. 18-381 approving contract and bond for WPC Facility Structural Rehabilitation, Phase 2
- 30. Renewal of Electric Services Underground Trenching Contract:
 - a. RESOLUTION NO. 18-382 approving renewal of Primary Contract with Ames Trenching & Excavating of Ames, Iowa, for period from July 1, 2018, through June 30, 2019, in an amount not to exceed \$175,000
 - I. RESOLUTION NO. 18-383 approving contract and bond
 - b. RESOLUTION NO. 18-384 approving renewal of Secondary Contract with Communication Data Link, LLC of Grimes, Iowa, for period from July 1, 2018, through June 30, 2019, in an amount not to exceed \$75,000
 - I. RESOLUTION NO. 18-385 approving contract and bond
- 31. Boiler Maintenance Services for Power Plant:
 - a. RESOLUTION NO. 18-386 approving renewal of contract with TEI Construction Services, Inc., of Duncan, South Carolina, for period from July 1, 2018, through June 30, 2019, in an amount not to exceed \$200,000
 - I. RESOLUTION NO. 18-387 approving contract and bond
- 32. Valve Maintenance and Related Services and Supplies for Power Plant:
 - a. RESOLUTION NO. 18-388 approving renewal of contract with Pioneer Industrial Corp. of Hastings, Nebraska, for period from July 1, 2018, through June 30, 2019, in an amount not to exceed \$60,000
 - I. RESOLUTION NO. 18-389 approving contract and bond
- 33. RESOLUTION NO. 18-390 approving Change Order No. 4 with TEI Construction Services, Inc., for Boiler Maintenance Services for Power Plant in an amount not-to-exceed \$75,000
- 34. RESOLUTION NO. 18-406 approving partial completion of public improvements and reducing amount of security required for Crane Farm Subdivision, 2nd Addition
- 35. RESOLUTION NO. 18-391 accepting completion of 2016/17 U. S. Highway 69 Improvements Program (South Duff Avenue Safety and Access Project)
- 36. RESOLUTION NO. 18-392 accepting completion of 2015/16 West Lincoln Way Intersection Improvements (Franklin Avenue)
- 37. RESOLUTION NO. 18-393 accepting completion of 2017/18 Clear Water Diversion project
- 38. RESOLUTION NO. 18-394 accepting completion of 2017/18 Traffic Signal Program (East 13th

Street/Interstate 35 Northbound Exit Ramp)

39. Quarry Estates Subdivision, Third Addition:

a. RESOLUTION NO. 18-395 approving waiver of subdivision standards of Section 23.603(1)(b) limiting access to existing public streets

b. RESOLUTION NO. 18-396 approving Final Plat

40. RESOLUTION NO. 18-397 approving renewal for property insurance program coverage with Willis of Greater Kansas, Inc., for FY 2018/19 in the amount of \$599,019

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

AMES PRIDEFEST: Mara Spooner, 109 7th Street, Ames, informed Council that she is the Co-Chair for the Ames PrideFest. Dex Nash, 820 Grand Avenue, Ames, added that he was the other Co-Chair for the Ames PrideFest. Ms. Spooner stated that Ames Pride is a state and federally recognized non-profit organization. The organization came together to produce a PrideFest and then decided to be an existing non-profit to organize other community events throughout the year. Mr. Nash added that the goal of PrideFest is to create a family-friendly inclusive event that anyone of any age, sex, gender, or ability level can attend in Downtown Ames. Ms. Spooner noted that this event will be completely staffed by volunteers.

Moved by Martin, seconded by Betcher, to approve the Requests for Ames Pridefest on September 29, 2018:

a. Motion approving blanket Temporary Obstruction Permit and blanket Vending License for the event

b. RESOLUTION NO. 18-375 approving the closure of the 400 and 500 blocks of Douglas Avenue, including the closure of 31 metered parking spaces, from 7:00 a.m. to 10:00 p.m.

c. RESOLUTION NO. 18-376 approving waiver of parking meter fees and enforcement and waiver of fee for blanket Vending License for event

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

PUBLIC FORUM: Mayor Haila opened Public Forum. Andrew Allen, CEO of Youth & Shelter Services (YSS), 420 Kellogg Avenue, Ames, informed Council that a fire had occurred Sunday night at the YSS facility on Burnette Avenue. This was the only gender-specific adolescent addictions treatment program for girls in the state of Iowa. Mr. Allen thanked the Ames Fire Department and Police Department for the immediate response. They were able to put the fire out in fairly short order. The destruction to the building, which was the home to these girls, was extensive. Mr. Allen is looking for a site that would be suitable for eight to ten girls for a six to twelve month period with a kitchen and space as a meeting place while new accommodations are made.

Kurt Freidrich, 100 6th Street, Ames, stated that he has a client that is interested in bringing the dry-cleaning use to a HOC area in Ames. Option 2 would work for this group, but there is an urgency in moving this forward. Mr. Freidrich urged Council to move forward with Option 2, authorizing a zoning text amendment allowing a dry-cleaning use by a Special Use Permit under conditions in a Highway Oriented Commercial (HOC) zone.

After seeing no one else wishing to speak, Mayor Haila closed Public Forum.

EXCEPTIONS AND HARDSHIPS PERTAINING TO RENTAL CONCENTRATION CAP:

Director of Planning and Housing Kelly Diekmann reviewed the changes that were made to the draft Ordinance as requested by Council at the June 12, 2018, meeting. Changes were made to address the ownership of the property and reference the who and when the primary resident must be in possession and living at the property to become an applicant for an exception. A sentence has been added to the draft Ordinance about illegal rental activity to make clear that it is not the intent of the City to legitimize something that has been operating illegally. Under the exception, an owner has a six-month time frame from when the application was submitted to complete the Rental Code requirements to receive a Letter of Compliance (LOC) and can not renew the LOC without proof that the property has been used as a rental within 12 months. There is an allowance for owners who had a Building Permit prior to the moratorium to be eligible for the exception. Property transfer limitations are not in the new draft, but staff felt there was need for more clarification from.

Mayor Haila commented that some clarification is being requested. A one-year LOC is given once the Rental Code is met, but if the property does not become a rental within that year the LOC would not be renewed and could not legally rent that property. Building Official Sara VanMeeteren confirmed this process. Council Member Beatty-Hansen inquired about the possibility of an owner renting the property for a year, then didn't rent it for a while after that. Ms. VanMeeteren responded that if after the first year it is determined that the property is being rented, a LOC can be given for one, two, three, or four years and must be a rental at the time Inspections returns. Council Member Nelson asked if vacant or marketed count as rented. Ms. VanMeeteren stated that any property that is being rented or offered for rent must be registered. If the owner is trying to rent the property, staff would work with that owner. There is not a clause for the length of time the property would need to be rented, so it would be difficult to prove that there was an intent to not rent out the property.

Council Member Martin asked to verify that having a building permit by October 27, 2017, is an alternative to the requirement of owning the property by October 27, 2017, as a primary resident, and all other requirements would be still enforced. Ms. VanMeeteren confirmed this and added that this will help a person who is "flipping" the house and not living there. The list of homes that had open building permits with larger projects in-line with renovating the house to do something different with it was given to Council. There were 13 properties identified as meeting the criteria.

Mark Graeve, 3119 Story Street, Ames, stated his support for the exceptions, but would also like to see that citizens will have the ability to transfer the LOC at sale, because he believes that being a rental is what gives the property its value.

Ken Platt, 3620 Woodland Street, Ames, expressed the belief that the Rental Cap will maintain a balance in the neighborhoods between owner-occupied and rental properties. He feels the Ordinance already addresses common reasonable occurrences that people could encounter, but now there seems to be a deviation from helping the individual homeowner to possible adoption of an Ordinance that is designed to maximize rental gain. Mr. Platt believes that it is not the job of the City Council to help individuals to maximize profit on a property. The allowance of transferring the LOC allows

rental property investors to buy up homes that have a LOC; that goes against the new Ordinance. The number of specific exceptions is not known. The Council should be more focused on the balance of neighborhoods and creating a good quality of life for people living in the neighborhoods. Mr. Platt urged Council not to adopt the new proposal.

Moved by Betcher, seconded by Martin, to remove 13.300.10a VI, the building permit clause, from the exception requirements of the Ordinance from the discussion.

Council Member Betcher stated her reasoning behind the motion was due to the difficulty of deciding which types of building permits might lead to a rental and which might not. Thirteen open permits since January does not seem like something that should be added to an Ordinance because of the impact to so few properties; it sounds like legislating for the few exceptions, and it is not specific enough at this time.

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

Council Member Martin expressed concern about the correct deadline for having a building permit. He gave an example of a property owner who had a building permit early 2017 and completed construction in early 2017. That would have expressed intent and been completed before the moratorium, but they would still qualify under the exception. Member Beatty-Hansen stated 13 open building permits (unregistered rentals) are open now. Mr. Martin interjected that he believed the list would be larger than 13 because there will be owners who say that they got their building permit with the intent and closed the permit. Ms. VanMeeteren believed that if that case happened, the owner would have had time to get the LOC before the moratorium began. Ms. VanMeeteren added that a Building Permit is only good for a year. Council Member Nelson suggested the date should be October 27, 2016; if the building permit was good for a year, there would have been plenty of time to pull the Permit, do the project, and close it. Ms. VanMeeteren clarified that the data that was given to Council dated back to January and included closed permits.

Moved by Beatty-Hansen, seconded by Betcher, to consider this exception for anyone who was issued a building permit after January 1, 2017.

Motion withdrawn.

Moved by Beatty-Hansen, seconded by Betcher, to direct staff to come back with the number of all building permits issued in the affected neighborhoods that meet previous requirements since January 1, 2017 - October 27, 2017.

Move by Beatty-Hansen, seconded by Betcher, to amend the motion to come back with the number of all building permits in the affected neighborhoods that meet previous requirements that have been issued since October 28, 2016 - December 31, 2016, and January 1, 2017 - October 27, 2017.

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

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

Moved by Betcher, seconded by Beatty-Hansen, to modify 13.300.10a so that VI is an exception to I.

Ms. VanMeeteren explained that this motion keeps the six-month requirement of having the property rented still in place; this means that the property is still subject to all the criteria whether primary residence or not.

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

Moved by Martin, seconded by Betcher, to change the language to refer to building, mechanical, electrical, and plumbing permits.

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

Moved by Martin, seconded by Betcher, to remove the requirement to provide a current mortgage balance on the Property Sale Hardship.

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

Moved by Martin, seconded by Betcher, to exclude the language “as a single-family dwelling” from Criterion 2 in the Property Sale Hardship.

Council Member Gartin inquired about the reasoning for the change. Council Member Martin responded that he did not see the meaningful addition of that language. Mr. Diekmann stated that the Ordinance did not actually state what the possible recent market value was referring to. The “single-family dwelling” was added to make sure everyone was on the same page. Council Member Martin further explained that when reading this phrase he was not clear on whether that was to narrow the market or not. Director Diekmann noted that in his opinion, there should not be a change in language, if Council does not approve the language, it should be taken out because there was not another scope that was trying to be added to the evaluation than to make it clear that it is about single-family dwellings rather than two-family dwellings or any other type.

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

Moved by Gartin, seconded by Nelson, to pass on first reading an Ordinance pertaining to exceptions and hardships to the Rental Concentration Cap.

Roll Call Vote: 4-2. Voting Aye: Nelson, Corrieri, Beatty-Hansen, Corrieri. Voting Nay: Martin, Betcher. Motion declared carried.

VACATE RIGHT-OF-WAY ADJACENT TO 1604 TRUMAN DRIVE: Moved by Martin, seconded by Betcher, to pass on second reading an Ordinance vacating the right-of-way adjacent to 1604 Truman Drive.

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

ORDINANCE PERTAINING TO STANDARDS OF DOWNTOWN/GATEWAY ZONING DISTRICT (TABLED FROM JUNE 12, 2018):

Director Diekmann informed Council that a cover memo was included to reflect the direction given to show in the Ordinance where if pre-existing was added and the uses that would get that label were narrowed down to those that were existing and permitted at the same time in the area.

Council Member Gartin asked Mayor Haila if there was a change during the conversations with the affected business owners. Mayor Haila stated that he felt there was appreciation by the business owners for the consideration and recognition of their businesses. Mr. Gartin stated that he had hoped this would be positive for everyone.

Moved by Beatty-Hansen, seconded by Gartin, to pass on third reading and adopt ORDINANCE NO. 4355 pertaining to standards of the Downtown/Gateway Zoning District.

Roll Call Vote: 4-1-1. Voting Aye: Martin, Beatty-Hansen, Gartin, Corrieri. Voting Nay: Betcher. Abstaining due to conflict of interest: Nelson. Ordinance declared adopted, signed by the Mayor, and hereby made a portion of these Minutes.

ORDINANCE REZONING PROPERTIES WITHIN THE DOWNTOWN GATEWAY FOCUS AREA TO DOWNTOWN GATEWAY COMMERCIAL ZONING DISTRICT:

Moved by Martin, seconded by Betcher, to modify the map to exclude the properties west of Clark Avenue.

Mr. Diekmann stated that the properties that would be included are Kentucky Fried Chicken west to Grand Avenue. If the motion was to include both the north and south side, it would include Taco John's through Village Inn. Council Member Beatty-Hansen inquired if the intent of the motion was to include both the north and south side of Lincoln Way. Council Member Martin stated that he did not phrase the motion properly.

Motion withdrawn.

Moved by Martin, seconded by Betcher, to modify the map to exclude the properties west of Clark Avenue and north of Lincoln Way.

Mr. Martin stated his opinion was that these properties are different and much farther away from the intersection with Kellogg and can be done incrementally. Council Member Betcher added that the Council paid Urban Revitalization money to three businesses that are in that section fairly recently. Council Member Beatty-Hansen agrees that some properties do not match. Mr. Martin noted that the properties south of Gilchrist match more with what is going on with the Downtown Gateway Commercial (DCG) and the rest of the intent. It is different there than in the broader northwest quadrant. Mayor Haila introduced a concern of the property owners as being the diminishing of Highway Oriented Commercial (HOC). This would preserve some HOC property. Council Member Gartin stated that it needs to be thought of in the long-term. These properties are likely to turn over and will they be fitting a purpose that will be fitting a broad section of property in the Downtown. Mayor Haila added that the remaining HOC would allow all remaining uses still in that area, but

some properties could be purchased and torn down and put into HOC uses. Council Member Betcher suggested using Gilchrist instead of Clark Avenue as the cutoff.

Motion withdrawn.

Moved by Beatty-Hansen, seconded by Corrieri, to modify the map to exclude the properties north and west of Gilchrist.

Vote on Motion: 3-2-1. Voting Aye: Beatty-Hansen, Martin, Corrieri. Voting Nay: Gartin, Betcher. Abstaining due to conflict of interest: Nelson. Motion declared carried.

Moved by Beatty-Hansen, seconded by Corrieri, to pass as amended, on third reading and adopt ORDINANCE NO. 4361 pertaining to standards of the Downtown/Gateway Zoning District.

Roll Call Vote: 4-1-1. Voting Aye: Martin, Beatty-Hansen, Gartin, Corrieri. Voting Nay: Betcher. Abstaining due to conflict of interest: Nelson. Ordinance declared adopted, signed by the Mayor, and hereby made a portion of these Minutes.

ORDINANCE REVISION TO *MUNICIPAL CODE* SECTION 21.121(2): Moved by Betcher, seconded by Nelson, to pass on third reading and adopt ORDINANCE NO. 4362 approving the revision to *Municipal Code* Section 21.121 (2) to allow signs not exceeding 16 square feet to be erected in residentially zoned private parks.

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

DISCUSSION OF REQUEST TO EXCLUDE WESTSIDE NEIGHBORHOOD FROM RENTAL CONCENTRATION CAP: Planning Director Diekmann reminded Council that the Westside Neighborhood was included on the first passage of the Rental Cap and is currently included.

Ex officio Member Hoskins stated that students are generally against including the Westside neighborhood in the Rental Cap since it is the closest to Campus. In her opinion, including the Westside Neighborhood into the Rental Cap will mean that students will filter into other neighborhoods. She feels for the City to get the wanted effect the City will have to concede a neighborhood or two for students.

Pat Brown, 3212 West Street, Ames, submitted a petition for the record in favor of the Westside Neighborhood to be included in the Rental Cap. She stated this is not an anti-student petition. Ms. Brown believes owner-occupied serves to stabilize the neighborhood and monitor bad behavior. It is important to maintain balance and stability. There are many brand new apartments along Lincoln Way that students may rent.

Sue Weiss, 215 Howard Avenue, Ames, said that, in her opinion, the system is working without the Rental Cap. Ms. Weiss agreed that rentals have increased in the Westside Neighborhood, but believes some will convert back to owner-occupied. Council Member Gartin stated that if the Rental Cap is in place, the ratio of the rentals would stay in place. The Rental Cap is a long-term approach, so

there may not be a change in one person's lifetime. Ms. Weiss feels the Westside Neighborhood is different compared to the other neighborhoods and should not be lumped in with the other neighborhoods. It is so close to Campus and so many students live there. Even the long-term owners who have lived in their homes want to maintain the neighborhood as is and do not want the Rental Cap.

Laurie Jensen, 3212 Woodland Street, Ames, stated that some of the places that were rentals when she moved to the neighborhood have now converted back to owner-occupied. Ms. Jensen wanted a neighborhood that had diversity that a rental neighborhood allows. She doesn't feel that rentals mean less, but rather enjoys the relationship with the students, feels it is a good thing having them in the neighborhood, and wants the neighborhood to stay the same.

Wes Wierson, 3109 Story Street, Ames, stated that Westside Neighborhood is very different than the other neighborhoods and should not be lumped together with those neighborhoods. The Westside Neighborhood is where the students should be living. He urged Council to remove the Westside Neighborhood from the Rental Cap.

Dave Ruepke, 3223 West Street, Ames, conveyed his belief that excluding Westside from the Ordinance will accelerate the very activity that is trying to be limited in the type of neighborhood Council is trying to limit it. He also does not feel there is a difference in the Westside Neighborhood versus the other neighborhoods under the Rental Cap. This will encourage more rental conversions in one neighborhood in the City. This will impact owner-occupied to sell to anyone beside a landlord. Mr. Ruepke also wants balance in the Westside Neighborhood.

Mark Graeve, Story Street, Ames, feels the students should be close to Campus and would like the Westside Neighborhood to be a rental neighborhood.

Council Member Beatty-Hansen stated that, with the recent change made in the Rental Occupancy, there will be an increase in those rental homes that have over three bedrooms. She also feels the Cap ensures the rental balance would continue because it will take decades before any reductions in the number of rental permits in the neighborhood. The Rental Cap would actually give the neighborhood more stability. Council Member Betcher also fears that the restriction in the surrounding neighborhoods will affect the Westside Neighborhood if Westside is not included. Council Member Martin stated that it stands to reason that if Westside is the only near-campus neighborhood without the Cap, there will be a lot of pressure to convert homes to rental properties. The Cap will ensure the rentals are spread out throughout Ames. For Mr. Martin, it has always been about short-term versus long-term occupants in a neighborhood and having a sufficient number of long-term occupants to create neighborhood social structures. Council Member Gartin pointed out that this neighborhood is still residential and that the Cap will assist in keeping the balance in the Westside Neighborhood.

Mayor Haila stated without a motion Westside will remain in the Rental Cap area.

REPORT FROM SUSTAINABILITY COORDINATOR REGARDING FY 2017-18

ACTIVITIES: Public Relations Officer Susan Gwiasda introduced Merry Rankin as the Shared Sustainability Coordinator between the City and Iowa State University. Ms. Rankin presented the Beneficial Waste Project, which ensures beneficial fuel goes to the Resource Recovery Center and the non-beneficial fuel has options for landfill diversion.

Sustainability Coordinator Rankin explained the SmartBusiness Challenge and SmartBusiness Challenge luncheon that was an opportunity for dialogue between businesses. Ms. Gwiasda stated this was a way to reach businesses and explain what the commercial customer can do to reduce energy. Ms. Rankin continued describing the opportunities that are available at Rummage Rappage.

Moved by Gartin, seconded by Betcher, to accept the report from the Sustainability Coordinator regarding FY 2017-18 Activities.

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

Moved by Betcher, seconded by Gartin, to adopt RESOLUTION NO. 18-398 approving the Contract with Iowa State University for Sustainability Advisory Services from July 1, 2018, through June 30, 2019, in an amount not to exceed \$25,000.

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

AMES ECONOMIC DEVELOPMENT COMMISSION: Dan Culhane Executive Director of the Ames Economic Development Commission (AEDC), reported that the economy in Ames is thriving. Facilities are continuing to upgrade and many companies are coming to Ames. There have been more industrial calls in the last 12 months since the talk of annexation east of I-35 than in the previous 11 years. There is now a location for large scale manufacturing projects. The Site Certification Process is encouraged by the state of Iowa for large sites. Ames has made it through the first two phases of three phases and the cost is covered by Alliant Energy.

Mr. Culhane stated that the funding from the City has stayed pretty constant; it is the private sector funding that has increased by 10%. The reasoning for asking for additional funding from the City and private sector employers is for additional resources in workforce. The unemployment rate for Ames is 1.7%. Companies have said that they have hired people through WorkinAmes.com and HomeBase Iowa. The biggest impediment to getting jobs filled is the stigma in the Des Moines Metro that Ames is too far away. The Labor Shed Analysis is done every other year to give data on who is willing to move and at what rate. This has been done for at least past 20 years.

Moved by Gartin, seconded by Betcher, to adopt RESOLUTION NO. 18-399 approving the 2018/19 Agreement with the AEDC.

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

CITY COUNCIL EMAIL AND MEETING PACKET DOCUMENTATION RENTENTION FOR THE CITY OF AMES WEB SITE: Public Relations Officer Susan Gwiasda stated that the group email on the City website was to be easy for the citizens to contact the City Council. In the

past year there were concerns expressed that there was a problem. It has come down to the use of different emails.

Finance Director Duane Pitcher explained that the different types of emails would go through the City server and then forwarded on to the Council Members who have different email providers. Dependent on the sender and the receiving email would see it, the email could be received as spam and be rejected. An option is to have all Council Members on the same email system as the other employees. Research was done to discover that many other cities have the same emails as the City employees. A lot of staff time has been taken to come up with options such as each Council Member having their own email on the website or a Google group.

Moved by Gartin, seconded by Betcher, to direct staff to setup individual City email addresses for Council Members and create an e-mail group.

Council Member Martin inquired about controls that are yielded to the City of Ames. Information Technology Manager Stan Davis responded that the City does require a four-digit passcode on every phone. The functionality is there to erase a phone, but that function is not turned on.

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

Ms. Gwiasda discussed the current storage practice of the Council packets on the web. She noted that storage space has become less expensive and keeping the packets for a year or two will not be an issue with the website provider. There is also the ability to see if the packets are being used. City Manager Schainker added that this process can be reviewed in two years. Ms. Gwiasda reminded Council that what is on the web is not the official record, there could be broken links, and sometimes there are links to other pages that disappear after awhile, such as budget pages.

Moved by Martin, seconded by Beatty-Hansen, to begin retaining City documents indefinitely.

Moved by Betcher, seconded by Beatty-Hansen, to amend the motion to retain the City Council documents indefinitely and also review the cost and retention strategy in July of 2020.

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

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

Moved by Martin to have staff report back to Council on how far back old records could be put online.

Ms. Gwiasda stated that the actual pdf files are probably kept from the last three to four years.

Motion died for lack of second.

Meeting recessed at 9:00 p.m. and reconvened at 9:12 p.m.

Council Member Corrieri has left the meeting.

POST-CONSTRUCTION STORMWATER MANAGEMENT ORDINANCE: Municipal Engineer Tracy Warner explained that maintenance is meaning reconstruction when discussing parking lots. If a business would reconstruct, take it back to soil with the 10,000 square feet of impervious area that is what would trigger the stormwater management requirements. There are additional current zoning requirements that would be a part of the requirements. City Council asked to have additional water quality improvement incentives. The option currently is to waive 10% of the parking standards to allow for additional landscaping. Incentivizing for landscaping could be used for surface water treatment, or look at further parking reductions.

Council Member Martin inquired about the incentive option in reduction of parking spaces. He wanted to know what sort of relief that gave to the developer in construction cost. Ms. Warner responded that the first inch and a quarter of rain per acre would be treated in water quality volume. The first inch and a quarter would remove pollutants through a system so not to degrade the streams. Some landscape medians could be a depression and some of the water can go into those and can be planted with soil and plants and that uptakes the nutrients and filters it out before it goes into the sewer system. Council Member Beatty-Hansen noted that the incentive can be dependent on size of the property. A big box store may not have much incentive from this, but a smaller store may.

Ms. Warner discussed Financial Security of what is required before occupancy. If there is outstanding landscaping issues, Inspections will only issue a Temporary Certificate of Occupancy (CO) to ensure that items are addressed and corrected prior to a final occupancy of the building. This way the City will still get the financial security prior to a temporary occupancy. Developments want occupancy by the end of July, but don't have the as-builts done for the stormwater system that they have been built. That is the reasoning for the financial security. Director Joiner added that the financial security is required before work begins. Rather than doing that, there is an option to get the financial security at the time of temporary CO or when the developer seeks the final CO. Engineer Warner clarified that the stormwater system is typically one of the first things built. It is a matter of whether the as-builts were created. Financial Security can be a letter of credit, bond, or whatever the legal team has reviewed as deems secure. City Manager Schainker commented the financial burden on the developer is the cost involved to obtain the letter of credit and the bank may want to secure that letter of credit by putting security on other properties the person may have.

Council Member Gartin expressed concern on requesting the total construction cost to be the amount of the bond. He suggested flexibility of having the bond based on the amount of the work to be completed instead of total construction amount. The City is imposing a cost on a developer, but the citizens must be protected also. Ms. Warner stated the intent is to ensure it is being built and constructed correctly. The financial security is in the amount that the developer would pay, which is far less than the City would pay. If the developer would go "belly up" the City may not have enough financial security. The Construction Site Erosion Control has a financial security of \$500

per acre so staff can stabilize the area if a developer would walk away. Council Member Gartin liked a specific intention, a rational relationship between the amount of the bond and the work that is left to be completed.

Engineer Warner explained that the run-off curb number is something the USDA and NRCS established related to the conditions with the soils and considering those numbers with the land covers and soil types. Ames is tall grass prairie with B soil to make up the Curb Number (CN) of 58 was created and put into the Post-Construction Stormwater Management Ordinance to detain back to. Mayor Haila stated the reason for the numbers is to figure how much the rivers can handle. The run-off numbers are trying to get back to where they used to be so the streams are not being over tasked by the quick run-off. Ms. Warner stated that the paved surface is just going to run off quickly into the stormsewer system and it fills up the streams. The water that is being detained on-site is released over 48 hours to reduce the flooding and allow capacity in the stormsewer network for the other run-off that has not been detained.

Engineer Warner discussed impervious cover and land disturbance of one acre versus 10,000 square feet with illustrations of flows and pipe diameters. A majority are 15 and 18 inch stormsewers. Staff would continue to analyze capacity deficiencies, and Council would see some suggestions on improvements in the Capital Improvements Plan in the fall.

Ms. Warner stated that Inspections adopted Statewide Urban Design Standards and Specifications (SUDAS). The water main, sanitary sewers, streets, public infrastructure could comply and would not require a licensed plumber. Coordination with Building Inspections would be needed on who was doing the construction inspection. Mayor Haila inquired that the motion had to do with the cost of using a licensed plumber. Council Member Martin noted that Options 1 and 2 only address inspection and not construction. Ms. Warner confirmed that the intent is that a licensed plumber would not be needed because there would be coordination with Building Inspections. It would be likely that the staff construction inspectors would do that inspection rather than a licensed plumber being required on-site. Director Joiner confirmed that by using SUDAS, the City would not need a licensed plumber.

City Manager Schainker reminded Council of the memo that was sent out about the City's greatest farmland holdings being the Airport and the Water Pollution Control Plant.

Ms. Warner stated that there has been a major project update drafted flood mitigation for East Industrial and Grand Avenue. The City did not get the FEMA grant for the flood mitigation, but will reapply for the grant again this fall.

Engineer Warner informed Council that North Ames did receive a considerable amount of rain. There is some stormwater management there, but many streets flooded. Staff was there looking and meeting with property owners. Some intakes had sticks and other debris causing issues, but because of the amount of rain it just took time to dissipate. There is work being done on the Teagarden drainage improvements for better flow. The Brick Towne site is still under construction, so the stormsewer system is not in yet.

City Manager Schainker stated this was for Council information first. The report will generate a lot of feedback by developers and others. The next course is to bring that feedback to Council and make decisions to begin to draft an ordinance. Public Works Director Joiner suggested bringing the feedback to the July 31 Council meeting. Ms. Warner noted that there will be an open house that will be held over the lunch hour or after work and it is online so people can submit their comments.

2017/18 SOUTH DUFF AVENUE IMPROVEMENTS (TABLED FROM JUNE 12, 2018):

Public Works Director John Joiner stated that staff went over the project designs, bid items, discussed the project with the DOT, and looked over ways that money could be saved through change order. Iowa DOT did believe that a change order could be used for changes on Highway 69. The best estimate of savings would be \$200,000. The full amount would have to be awarded but can be changed once awarded. There is \$500,000 in the General Obligation Funds. The staff recommendation is to rebid the project with a formal redesign into a new set of plans. The other option is negotiate with contractor by change order. There is a risk in negotiating with the contractor, but there is also a risk in rebidding, but staff believes the bidding environment would be better.

Council Member Gartin asked about obligations of the City in concert with the development of Brick Towne. Director Joiner responded that in the Developer Agreement the City will do the road improvements and the developer in exchange will do the stormwater improvements. The developer has a deadline of occupancy of October of this year, whichever comes first. The City section for Highway 69 does not have a formal deadline. However, the intent of the project is to facilitate access and improve the traffic flow for that development. There was an intent to diligently move forward with the project, but no formal date was in the Agreement. Council Member Gartin suggested in the future there be a certainty put into the Agreement.

City Manager Schainker stated that the City has enough to cover the whole cost now. It is possible to carry this money forward if not used on another project. The overage of the bid was large enough to come to Council. If Council feels there is justification to do the project immediately there are funds available. Council Member Gartin expressed concern of the increasing safety risk by not going forward. Director Joiner added that this project is hard to quantify, but is needed, not only for access but also safety.

Mayor Haila stated that Council fully intended on having this project go through this year. The reason for this possible delay is the effect of the bid coming in around 25% over budget. Council is also displeased with how the bid came out.

Dean Swyter, 3324 South Duff, Ames, stated that he supports Option 2 a and b, due to emergency vehicle response time, reduction in accidents, and the time spent on South Duff. He stressed that the project should be done this year.

Dee Kilmer, 327 Ruby Circle, Ames, believed the study done years ago indicated that South Duff would need five lanes. She believes this needs to be done as soon as possible and the City has an ethical obligation because it was indicated it would be done and safety is a real concern.

Mickie Deaton, 717 Onyx Street, Ames, stated that traffic has increased tremendously on South Duff and Highway 69. South Duff is the only option to get in and out of the neighborhood. The safety is a huge concern, especially during game day or when the apartments are completed. She urged Council to award the bid.

Dickson Jensen, 4611 Mortensen Road, Ames, informed Council that he has put four years into this project along with a large amount of money. He stated that he fulfilled his requirement of putting in \$2 million worth of stormwater that is about 95% complete. The traffic study that he paid for indicated what needed to be done before the opening of a subdivision. Mr. Jensen referenced the Council meeting on July 26, 2016, Council would spend up to \$95,000 on this project. At this point, the City would only be over budget by \$50,000. There has not been enough communication. People in the neighborhood were unaware there was an issue.

Dan Strodtman, 3315 Emerald Drive, Ames, stated that there has been a lot of stormwater problems and traffic issues for many years. He believed that these items were going to be taken care of.

Chris Brakke, 323 Topaz Court, Ames, stated this has been a long standing traffic issue of trying to get out of the neighborhood. Mr. Brakke urged Council to accept the bids and get the project done this year before the development is completed.

Moved by Gartin, seconded by Betcher, to adopt RESOLUTION NO. 18-407 approving the final plans and specifications and awarding the contract to Con-Struct, Inc. Of Ames, Iowa, in the amount of \$2,374,992.

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

REQUEST FROM FIRST NATIONAL BANK FOR DESIGNATION OF RESERVED SPACES IN PARKING LOT N: Traffic Engineer Damion Pregitzer informed Council that reserved spaces are 24 hours a day at 7 days a week. Staff asked First National Bank if they would be okay with restriction of reserved spaces for only during the work week. They did agree to 8-5 p.m. as a reserved time for them.

Council Member Gartin expressed concern about the opportunity being there for other businesses. Mr. Pregitzer stated that there is not a policy that will work for every business. This situation will minimize the impact to the public and other users. This is not a perfect solution, that is why it is a month-to-month contract so if it doesn't work it can be changed. Mr. Gartin reiterated the fairness to other businesses. Mr. Schainker stressed that these are monthly contracts and changes can be made. It has always been first come first serve; never put out for bids. Mr. Pregitzer noted that First National Bank will pay the normal rent for reserved parking for reduced hours.

Moved by Betcher, seconded by Beatty-Hansen, to direct staff to update the Official Parking Meter Map to show Parking Stall Nos. 61 to 74 in Municipal Lot N as Reserved Parking Monday - Friday 8 a.m. to 5 p.m.

Vote on Motion: 4-1. Voting Aye: Betcher, Nelson, Martin, Beatty-Hansen. Voting Nay: Gartin.

Motion declared carried.

RELEASE OF SECURITY FOR DEERY SUBDIVISION DEVELOPMENT AGREEMENT:

Mr. Diekmann stated that the value of the fill is equal to or more than the City's forgone tax revenue of the abatement, City's share of the abatement.

Moved by Beatty-Hansen, seconded by Betcher, to adopt RESOLUTION NO. 18-400 approving the release of security for Deery Subdivision Development Agreement.

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

REQUEST TO INITIATE LAND USE POLICY PLAN MAP AMENDMENT AT 113

NORTH DAKOTA AVENUE: Julie Gould stated that the request is to change the Land Use designation from Low-Density Residential to HOC. The Amendment could be a Minor Amendment, which staff would meet with the neighborhood to work out options for the site. There have been a few requests for smaller commercial in this area. This area was not looked at for the Lincoln Highway Corridor.

Mr. Gartin inquired about curb cuts on North Dakota considering the slope. Mr. Diekmann stated that there is already a shared use path on the south side and he does not believe there will be access from Lincoln Way if it is commercial. Access points will be on North Dakota. Smaller scale use would be best for this area. Council Member Nelson asked if contract rezoning might be suitable for this site. Mr. Diekmann believed that to be an idea to look at.

Paul Livingston, 105 South 16th Street, Ames, stated the property does not abut Lincoln Way. Access would be off of North Dakota. The owner of the property is open to other commercial uses, that may be less intense and work well with the neighborhoods to the north and west. This area is already intense in every direction.

Mr. Diekmann stated there are other areas that have an RL neighborhood next to an HOC area. There is not normally a buffer between the two. Some vegetation will have to be maintained through the 5b Stormwater Ordinance. The main issue is that the Corridor Plan did not feel this was an area of change, and this corner was not addressed. The Land Use Plan Policy does not have a policy to promote spreading commercial into areas.

Council Member Beatty-Hansen asked about Neighborhood Commercial being a lighter use. Mr. Diekmann responded that is not a land use designation.

Council Member Nelson asked about the other three properties. Mr. Diekmann stated that staff has not heard from them yet. The other properties are flatter and don't have as many resources on it and it does have access to a local street on the west side. The bigger area that is changed the easier to justify it from a land use prospective.

Director Diekmann explained that a major Land Use Policy Plan (LUPP) Amendment is very

involved. A Minor Amendment is geared toward one idea. Staff does recommend neighborhood input before the hearing.

Moved by Nelson, seconded by Beatty-Hansen, to let the applicant apply for a Minor Land Use Policy Plan Map Amendment to hold a neighborhood meeting prior to the Planning and Zoning meeting and reach out to the other three property owners.

Ms. Gould stated the Westbend Neighborhood Association would be contacted for input. Council Member Martin asked what the goal of the City is. Council Member Beatty-Hansen responded to align the HOC. Council Member Betcher added that it would increase the property taxes from commercial versus an empty lot.

Vote on Motion: 3-2. Voting Aye: Nelson, Beatty-Hansen, Gartin. Voting Nay: Betcher, Martin. Motion declared carried.

AUTHORIZING THE ESTABLISHMENT OF AN INTERRUPTIBLE RATE PROGRAM FOR INDUSTRIAL CUSTOMERS: Electric Director Don Kom informed Council with the addition of housing the City will hit a new peak. The City must work with the largest customers to see if they would be willing to cut back on use. Mr. Kom is asking for the authority to create an Interruptible Option Program by talking with the larger customers. Initially the customer will be given a lower demand charge. This would be part of the Demand Side Management Program and the City does have a budget for that.

Moved by Beatty-Hansen, seconded by Nelson, authorizing the Director of Electric Services to establish an Interruptible Rate Program for Industrial customers for a 24-month trial period and sign a Memorandum of Understanding with participating industrial customers.

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

HEARING ON 2017/18 LOW POINT DRAINAGE IMPROVEMENTS (RIDGETOP ROAD): Mayor Haila opened the public hearing. He closed the hearing once there was no one wishing to speak.

Moved by Nelson, seconded by Betcher, to adopt RESOLUTION NO. 18-401 approving final plans and specifications and awarding the contract to Ames Trenching & Excavating, Inc., Ames, Iowa in the amount of \$68,888.88.

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

HEARING ON 2016/17 ARTERIAL STREET PAVEMENT IMPROVEMENTS (WEST LINCOLN WAY): The public hearing was opened by the Mayor. He closed the hearing after no one asked to speak.

Moved by Betcher, seconded by Beatty-Hansen, to adopt RESOLUTION NO. 18-402 approving final plans and specifications and awarding the contract to Manatt's, Inc., Ames, Iowa, in the amount

of \$180,765.95.

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

HEARING ON 07/08 SHARED USE PATH SYSTEM EXPANSION (BLOOMINGTON TO ADA HAYDEN): The Mayor opened the public hearing and closed it after there was no one wishing to speak.

Moved by Nelson, seconded by Gartin, to adopt RESOLUTION NO. 18-403 approving the final plans and specifications and awarding the contract to Elder Corporation, Pleasant Hill, Iowa, in the amount of \$385,000, contingent upon receipt of Iowa DOT concurrence.

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

HEARING ON WATER POLLUTION CONTROL FACILITY PRIMARY CLARIFIER DRIVE REPLACEMENT PROJECT: : Mayor Haila opened the public hearing. He closed the hearing once there was no one wishing to speak.

Moved by Betcher, seconded by Gartin, to adopt RESOLUTION NO. 18-404 approving final plans and specifications and awarding the contract to Woodruff Construction, LLC, Ames, Iowa, in the amount of \$234,730.

Roll Call Vote: 5-0. Resolution 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 on future agenda the request to carry over \$570 of unspent funds from FY 2017-18 Historic Building Program to FY 2018-19 for program brochure.

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

Moved by Betcher, seconded by Beatty-Hansen, to put on future agenda the request from Kurt Friedrich as to whether Dry Cleaning facilities should be allowed in commercial zones.

Motion withdrawn.

Moved by Betcher, seconded by Beatty-Hansen, to authorize an application for a zoning text amendment to allow the use by Special Use Permit under certain conditions in specific commercial base zones.

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

Moved by Beatty-Hansen, seconded by Nelson, to request a memo from staff on the meeting with Fareway.

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

ADJOURNMENT: Moved by Betcher, to adjourn the meeting at 11:30 p.m.

Stacy L. Craven, Recording Secretary

John A. Haila, Mayor

MINUTES OF THE AMES CIVIL SERVICE COMMISSION

AMES, IOWA

JUNE 28, 2018

The Ames Civil Service Commission convened in regular session at 8:15 a.m. on June 28, 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. In the absence of Interim Human Resources Director Bob Kindred, Human Resources Officer Krista Hammer attended the meeting.

APPROVAL OF MINUTES: Moved by Pike, seconded by Ricketts, to approve the Minutes of the May 24, 2018, Civil Service Commission meeting, as written.

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

CERTIFICATION OF PROMOTIONAL-LEVEL APPLICANTS: Moved by Crum, seconded by Ricketts, to certify the following individuals to the Ames City Council as Promotional-Level Applicants:

Senior Heavy Equipment Operator:	Mark Rainey	91
	Kendel Miller	90
	Justin Kepley	89
	Corey VanSickle	88
	Christopher Engelhardt	88
	Matthew Elbert	86
	Kyler Brekke	86
	Hollis Hathaway	85
	Jason Bohning	83
	Clint Thompson	83

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

REQUEST TO ABOLISH PROCESS MAINTENANCE WORKER ENTRY-LEVEL CERTIFIED LIST: The request for abolishment is following the List being certified on May 24, 2018, with two candidates. The Department's preferred candidate declined the offer of employment on May 29, 2018. The Department has reviewed the remaining candidate and determined that, while the candidate met the minimum qualifications, the candidate did not satisfy all of the elements desired for the position. Section 4.2 of the *Civil Service Commission Policies and Procedures* allows for the abolishment of an Entry-Level eligibility list when there are three or fewer eligible candidates. Abolishment of the List will allow for a new open recruitment process to begin for the unfilled vacancy.

Moved by Pike, seconded by Ricketts, to approve the abolishment of the Process Maintenance Worker Entry-Level Certified List.

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

COMMENTS: The next regularly scheduled Civil Service Commission meeting will be July 26, 2018, at 8:15 a.m.

ADJOURNMENT: The meeting adjourned at 8:18 a.m.



REPORT OF CONTRACT CHANGE ORDERS

Period:	<input type="checkbox"/>	1 st – 15 th
	<input checked="" type="checkbox"/>	16 th – End of Month
Month & Year:	June 2018	
For City Council Date:	July 10, 2018	

Department	General Description of Contract	Contract Change No.	Original Contract Amount	Contractor/ Vendor	Total of Prior Change Orders	Amount this Change Order	Change Approved By	Purchasing Contact (Buyer)
Electric Services	15kV Aluminum Cable	1	\$80,827.80	WESCO Distribution, Inc.	\$0.00	\$226.32	D. Kom	AM
Public Works	Engineering Services for Grand Avenue Extension	2	\$1,045,000.00	Shive-Hattery, Inc.	\$102,891.00	\$48,250.00	B. Phillips	MA
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		

Applicant License Application ()

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

Contact Person

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

Classification Class C Liquor License (LC) (Commercial)

Term: 5 days

Effective Date: 07/12/2018

Expiration Date: 01/01/1900

Privileges:

Class C Liquor License (LC) (Commercial)

Status of Business

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

Ownership

Scott Griffen

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

Daniel Griffen

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

Susan Griffen

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

Insurance Company Information

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

Applicant License Application ()

Name of Applicant: <u>Bethesda Lutheran Church</u>		
Name of Business (DBA): <u>Beethesda Lutheran Church</u>		
Address of Premises: <u>1517 Northwestern Avenue</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50010</u>
Business <u>(515) 232-6156</u>		
Mailing <u>1517 Northwestern Avenue</u>		
City <u>Ames</u>	State <u>IA</u>	Zip: <u>50010</u>

Contact Person

Name <u>Kay Faaberg</u>
Phone: <u>(515) 451-4632</u> Email <u>kaykof@gmail.com</u>

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

Term: 5 days

Effective Date: 09/08/2018

Expiration Date: 01/01/1900

Privileges:

Class B Beer (BB) (Includes Wine Coolers)

Outdoor Service

Status of Business

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

Ownership

Laura Miller

First Name: Laura **Last Name:** Miller
City: Ames **State:** Iowa **Zip:** 50014
Position: President
% of Ownership: 0.00% **U.S. Citizen:** Yes

Ron Morgan

First Name: Ron **Last Name:** Morgan
City: Ames **State:** Iowa **Zip:** 50010
Position: President-Elect
% of Ownership: 0.00% **U.S. Citizen:** Yes

Rod Place

First Name: Rod **Last Name:** Place
City: Ames **State:** Iowa **Zip:** 50014
Position: Past-President

% of Ownership: 0.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company: Illinois Union Insurance Company

Policy Effective Date: 09/08/2018

Policy Expiration 09/13/2018

Bond Effective

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:

Applicant License Application (LC0028804)

Name of Applicant: <u>Deano's 119 Main, Inc.</u>		
Name of Business (DBA): <u>Deano's 119 Main</u>		
Address of Premises: <u>119 Main St</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>5001000</u>
Business <u>(515) 233-3910</u>		
Mailing <u>119 Main St</u>		
City <u>Ames</u>	State <u>IA</u>	Zip: <u>500100000</u>

Contact Person

Name <u>Leonard Ramsey</u>	
Phone: <u>(515) 233-3910</u>	Email <u>len1945@hotmail.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term: 12 months

Effective Date: 09/01/2018

Expiration Date:

Privileges:

Class C Liquor License (LC) (Commercial)

Status of Business

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

Ownership

Nathan Ante

First Name: <u>Nathan</u>	Last Name: <u>Ante</u>	
City: <u>Story City</u>	State: <u>Iowa</u>	Zip: <u>50248</u>
Position: <u>owner</u>		
% of Ownership: <u>100.00%</u>	U.S. Citizen: <u>Yes</u>	

Insurance Company Information

Insurance Company: <u>Specialty Risk of America</u>	
Policy Effective Date: <u>09/01/2017</u>	Policy Expiration <u>09/01/2018</u>
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:



MEMO

9a-g

To: Mayor John Haila and Ames City Council Members
From: Lieutenant Dan Walter, Ames Police Department
Date: July 4th, 2018
Subject: Beer Permits & Liquor License Renewal Reference City Council Agenda

The Council agenda for July 10th, 2018, includes beer permits and liquor license renewals for:

- Class C Liquor - LC0041047 - Red Lobster #747, 1100 Buckeye Avenue
- Class C Liquor - LC0018333 - Welch Ave. Station, 207 Welch Avenue
- Class C Liquor & Outdoor Service - LC0039389 - Bar, 823 Wheeler St., Suite 1
- Class B Beer - BB0030306 - Panchero's Mexican Grill, 1310 S. Duff Ave., Ste. 103
- Class C Liquor - LC0029437 - Applebee's, 105 Chestnut St.
- Class C Liquor, Catering, & Outdoor Service - LC0041938 - Iowa State Center-Scheman Bldg., Scheman Bldg, Iowa State University
- Class C Beer & Class B Native Wine - BC0030655 - Hampton Inn & Suites Ames, 2100 SE 16th St.

A routine check of police records for the past 12 months found no liquor law violations for the above listed businesses. The Police Department recommends renewal of licenses for all the above businesses.

COUNCIL ACTION FORM

SUBJECT: REQUESTS FROM AMES SOCCER CLUB FOR TIM CUP

BACKGROUND:

The Ames Soccer Club hosts an annual soccer tournament called the TIM Cup. This year's event is planned to take place from 5:00 p.m. to 10:00 p.m. on Saturday, August 11th at the Hunziker Youth Sports Complex (HYSC). New this year, the organizers would like to hold a post-event festival as a way to fundraise for improvements to the HYSC. The event will include food trucks and entertainment. Approximately 100 people are expected to attend.

Organizers have proposed an event layout using the western portion of the HYSC's north parking lot for the entertainment and food trucks. The City's lease agreement with HYSC provides HYSC the ability to manage the use of the HYSC property. Therefore, no approvals are needed from the City to partially close the parking lot; however, Council approval is required for the issuance of a blanket Vending License to allow food trucks to sell to the public. This is for two reasons: 1) it is for an entire area rather than a single vendor, and 2) vending is only normally permitted in commercial zones.

Additionally, organizers have requested a waiver of the fee for the vending license (\$50 loss to the City Clerk's Office). **It should be noted that although the attached special event application materials refer to a proposed beer garden, organizers have dropped that component of the event from their plans.**

ALTERNATIVES:

1. Approve the requests to issue a blanket vending license, including the waiver of fees.
2. Approve the request for a blanket Vending License, but require payment of the \$50 fee.
3. Do not approve the requests.

CITY MANAGER'S RECOMMENDED ACTION:

This event is an opportunity for a family-friendly festival at the Hunziker Youth Sports Complex. Staff has reviewed the proposed event and has no concerns with the proposed activities in the most recent event plan.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the requests to issue a blanket vending license, including the waiver of fees.



SUMMARY OF EVENT

DESCRIPTION

Event Name Ames Soccer Club - post TIM Cup event

Description

Each year, the Ames Soccer Club hosts TIM Cup, a 4v4 soccer tournament in honor of Timothy Jenks, a former player who was tragically killed in a cycling accident. This year, we would like to add a post-event festival in order to launch our latest campaign for facility improvements. The event will include two food trucks, entertainment, and a contained beer "garden" located just off HYSC on city-owned property. The event will be open to the public and is for all ages.

Event Category

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

Anticipated Attendance

Total 100 Per Day 1

DATE/TIME

Setup	Date <u>8.11.2018</u>	Time <u>Noon</u>	Day of Week <u>Saturday</u>
Event Starts	Date <u>8.11.2018</u>	Time <u>5 PM</u>	Day of Week <u>Saturday</u>
Event Ends	Date <u>8.11.2018</u>	Time <u>10 PM</u>	Day of Week <u>Saturday</u>
Teardown Complete	Date <u>8.11.2018</u>	Time <u>11 PM</u>	Day of Week <u>Saturday</u>

Rain Date, if applicable N/A

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) Hunziker Youth Sports Complex

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

-

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

events@amesdowntown.org

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

director@amescampustown.com

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

eventauthorization@iastate.edu

CONTACTS

Host Organization

Ames Soccer Club

Local Contact (Required)

Name

Damien Corrieri

Address

2822 Aberdeen Dr

Telephone

515.451.5157

Cell Phone

515.451.5157

Email

damien.corrieri@amessoccer.org

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

Yes No



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



Is this event open to the public?



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

If yes, please list

This is the fourth year of TIM Cup, although the post-event is a new addition. Both are open to the public. Those participating in TIM Cup pay a fee to play in the tournament.

COUNCIL ACTION FORM

SUBJECT: REQUESTS FROM MAIN STREET FARMERS' MARKET FOR FARM-TO-TABLE SUPPER

BACKGROUND:

The Ames Main Street Farmers' Market is proposing to host a Farm-to-Table Supper in the 500 block of Main Street from 5:30 p.m. to 9:00 p.m. on Sunday, August 12. Aunt Maude's restaurant will prepare the meal with meats and produce supplied by the Ames Main Street Farmers' Market. The organizers have also proposed serving wine and beer at the event. An estimated 150 guests are anticipated to attend. Guests will purchase tickets in advance to attend.

To facilitate this event, Ames Main Street Farmers' Market has requested the following for Sunday, August 12:

- Closure of the 500 block of Main Street from 12:00 p.m. on August 12 to 12:00 a.m. on August 13 (No parking meter revenue will be lost due to the event occurring on a Sunday)
- A blanket Temporary Obstruction Permit
- Access to City-owned electric outlets and waiver of fees for electricity use (approximately \$5 loss of revenue)
- Approval of 5-Day Special Class C Liquor License & Outdoor Service Privilege

The Main Street Cultural District is in support of the event. Organizers planned to notify affected businesses by going door to door and by placing signs in the affected area prior to the event.

Staff has discussed security considerations in detail with the event organizer. Staff has been provided a security plan, which includes perimeter fencing and barriers, entrance and exit management, an emergency plan, and the hiring of a private security firm to monitor the event area. Additionally, alcohol service for this event will be limited to ticketed guests 21 years of age and above, who will be wristbanded to ensure no alcohol is provided to individuals who should not obtain it.

ALTERNATIVES:

1. Approve the requests for the Farm to Table Supper on Sunday, August 12, as outlined above, including the waiver of fees for electricity use.

2. Approve the requests as indicated above, but require reimbursement for electricity use.
3. Do not approve the requests.

MANAGER'S RECOMMENDED ACTION:

The Ames Main Street Farmers' Market Farm to Table Supper celebrates locally sourced meats and produce. This type of event also encourages consumers to shop locally. The organizers have taken steps to ensure the safety of their event.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the requests for the Farm to Table Supper on Sunday, August 12, as outlined above, including the waiver of fees for electricity use.



AMES MAIN STREET Farmers' Market

June 29, 2018

Mayor and City Council
City of Ames
515 Clark St.
Ames, IA 50010

Dear Honorable Mayor Haila and City Council,

The Ames Main Street Farmers' Market is planning on hosting a new event called the Farm to Table Dinner. The event is scheduled for August 12, 2018 on the 500 block of Main Street from 5:30 to 9 pm. The event will showcase food bought from our Ames Main Street Farmers' Market Vendors and prepared by the staff of Aunt Maude's. We will ask to close the street from Pearl St to the driveway to the Depot/HyVee/Bank of the West at Noon to 12 am. At this time, we would also ask that the City Council consider 2 specific requests.

1. The Ames Main Street Farmers' Market requests the free use off electricity along the 500 block of Main Street.
2. The Ames Main Street Farmers' Market requests the fee be waived for the parking meters that will be in the perimeters of our event.

Thank you for your consideration of these requests and continued support for the Ames Main Street Farmers' Market.

Sincerely,

Lojean Petersen
Ames Main Street Farmers' Market Manager

Farm to Table Security Plan

1. We will have 2 Security Officers – Place at diagonal corners to watch the perimeter of the event.
2. We will also have 4 others assigned to watch the perimeter.
3. One security officer will check ID's at the Entrance.
4. Fencing/Roping/Strings of lights will be all around the perimeter of the event. We will have a combination of all. If it is roping and lights we will have 2 rows to make it more difficult to get through.
5. All 21 and older will be given wrists bands to be served alcohol.
6. Trained bartenders to serve the wine and beer.
7. No Smoking Signs will be posted.
8. Signage will be placed to the east of the bridge to make drivers aware that Main Street is closed and they will have to turn north on Pearl St.
9. Signage will be placed on Clark St to make drivers aware that Main Street is closed to the east but they can still enter the Parking lot to enter HyVee.
10. We will be placing barricades to the east and west of our event.
11. Vehicles will be parked at the east and west of our event to deter anyone trying to drive through our event. They will be able to be moved in case of an emergency.
12. Fire Extinguisher will be at the Main Entrance.

CITY OF
Ames

SPECIAL EVENT APPLICATION

SUMMARY OF EVENT

DESCRIPTION

Event Name Ames Main Street Farmers' Market Farm to Table Supper

Description

The Farm to Table Supper will consists of 150 guests enjoying a meal on the ^{street} 300 Block of Main Street. Aunt Maude's are our Chefs preparing the meal in their restaurant. This will be a fundraiser for the Ames Main St. Farmers' Market with the supper prepared with meats, produce, flowers and etc. from the vendors of the Market. We also hope to serve local wine & Beer at the event. Timeline is 5:30 pm to 9:00pm, Sunday evening, August 12, 2018.

Event Category

☐ Athletic/Recreation☐ Concert/Performance☐ Exhibits/Misc.☐ Farmer/Outdoor Market☐ Festival/Celebration☒ Other (please explain)☐ Parade/Procession/MarchOutdoor Street SupperAnticipated
AttendanceTotal 200Per Day 200

DATE/TIME

Setup

Date 8/12/18Time 12:00 PMDay of Week Sunday

Event Starts

Date 8/12/18Time 5:30 PMDay of Week Sunday

Event Ends

Date 8/12/18Time 9:00 PMDay of Week SundayTeardown
CompleteDate 8/12/18Time 12:00 AMDay of Week Sunday

Rain Date, if applicable

None

Rain Location, if applicable

None

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 Main Street Farmers' Market/Ames Chamber of Commerce

Local Contact (Required)

Name

Lojean Petersen

Address

304 Main Street

Telephone

515-520-0702

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

This is our first year with this event but we do hope that it will become a yearly event.

Applicant License Application ()

Name of Applicant: <u>Ames Main Street Farmers Market</u>		
Name of Business (DBA): <u>Ames Main Street Farmers' Market</u>		
Address of Premises: <u>304 Main Street</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50010</u>
Business <u>(515) 232-2310</u>		
Mailing <u>304 Main Street</u>		
City <u>Ames</u>	State <u>IA</u>	Zip: <u>50010</u>

Contact Person

Name <u>Lojean Petersen</u>	
Phone: <u>(515) 520-0702</u>	Email <u>amesmarket@gmail.com</u>

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

Term:5 days

Effective Date: 08/10/2018

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

Lojean Petersen

First Name: Lojean

Last Name: Petersen

City: Ames

State: Iowa

Zip: 50010

Position: Manager

% of Ownership: 0.00%

U.S. Citizen: Yes

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:

COUNCIL ACTION FORM

SUBJECT: REQUEST FROM AMES HISTORICAL SOCIETY TO CARRY OVER
AND RE-PURPOSE FUNDS FROM FY 2017-18 FUNDING
AGREEMENT

BACKGROUND:

During the FY 2016/17 budget amendment process, the City Council allocated \$2,700 to the Ames Historical Society to use for five plaques on historical buildings downtown, and one larger plaque to be placed at the Depot. These funds were then carried into FY 2017/18 and a contract was agreed to.

At the June 26, 2018, City Council meeting, the City Council referred to staff a request from the Ames Historical Society indicating that one plaque was unable to be commissioned, due to the property owner choosing not to participate. Therefore, \$570 remains undrawn from the \$2,700 allocation. The Historical Society requests that this amount be carried forward into FY 2018/19, and that it be used to finance the production of brochures for the plaque program.

ALTERNATIVES:

1. Approve the request to carry over \$570 in unspent funds for the Ames Historical Society into the 2018/19 fiscal year, and authorize this funding to be used for the production of brochures for the historical plaque walking tour.
2. Do not approve the request.

CITY MANAGER'S RECOMMENDED ACTION:

The Ames Historical Society has successfully completed the installation of the plaques for which it has received property owners' approval. The use of the remaining funds for the production of brochures complements this plaque program.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the request to carry over \$570 in unspent funds for the Ames Historical Society into the 2018/19 fiscal year, and authorize this funding to be used for the production of brochures for the historical plaque walking tour.



PKts. 6-22-18

June 19, 2018

Ames City Council
515 Clark Ave
Ames, Iowa 50010

Dear City Council Members,

For the fiscal year 2017-18, the City Council granted Ames Historical Society \$2700 to continue work on the Plaques for Historic Buildings Program, a collaborative program between the Ames Historical Society, the Historic Preservation Commission and the Main Street Cultural District. These funds were to be used for 5 more plaques for buildings and a large interpretive sign for the Depot site.

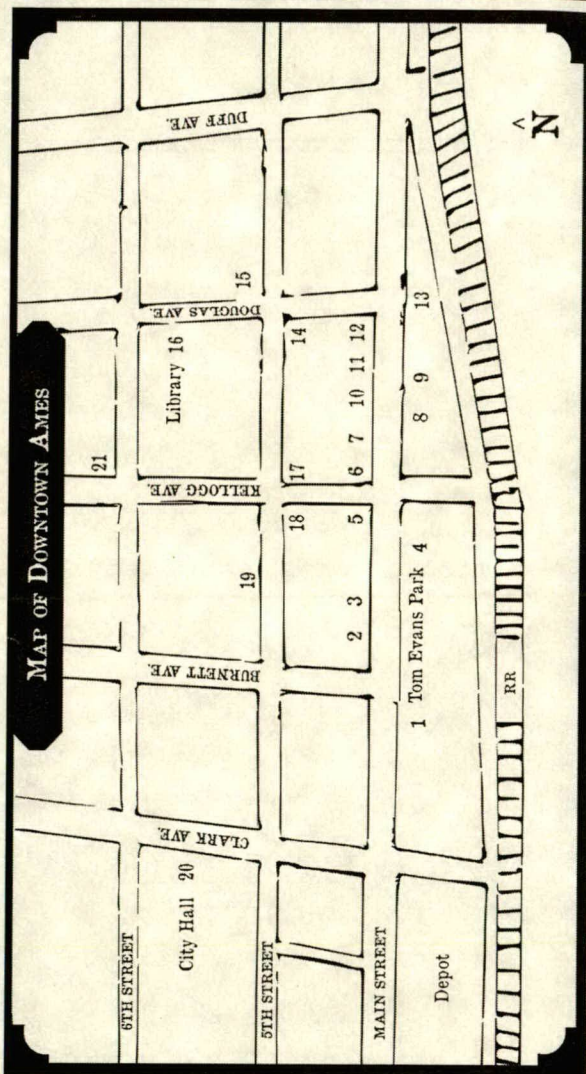
We have completed 4 plaques and the Depot panel. For one of the targeted plaques, the owner chose not to participate in the program. The Depot panel cost was less than estimated. This leaves \$570 of the allocation unspent. The Ames Historical Society respectfully asks that these funds be carried over to fiscal year 2018-19 to be used to update the program brochure. Because we have added more plaques to the program, the walking tour brochure (enclosed) is incomplete. The brochure serves to educate citizens about the history and architecture of the Main Street area.

Sincerely,

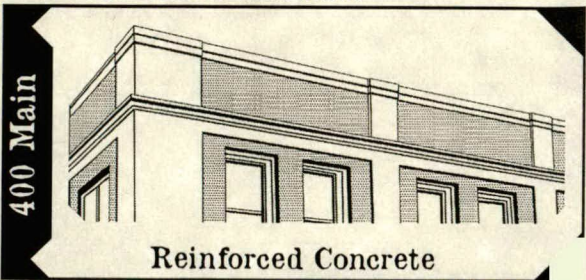
Casie Vance

Executive Director

PLAQUE LOCATIONS

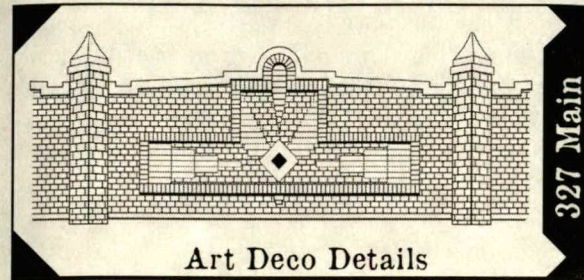


#1 LA TOSCA/SPICE
1911: OLSAN BUILDING



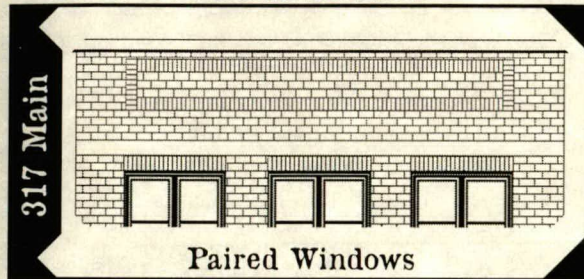
Reinforced Concrete

#2 AMERICAN COUNTRY
1928: MONTGOMERY WARD BUILDING



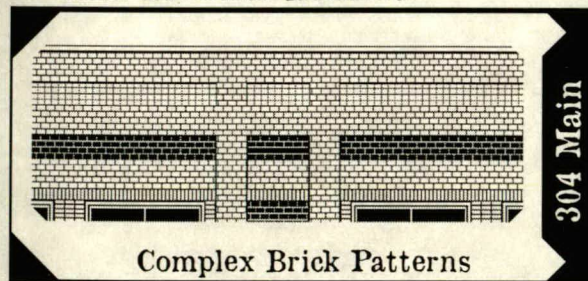
Art Deco Details

#3 PHOTOSYNTHESIS
1921: LYNCH-ASH BUILDING



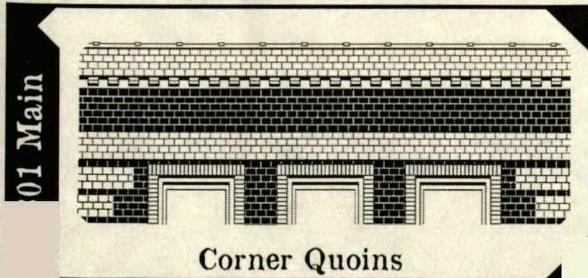
Paired Windows

#4 AMES CHAMBER OF COMMERCE
1925: HAMILTON BUILDING



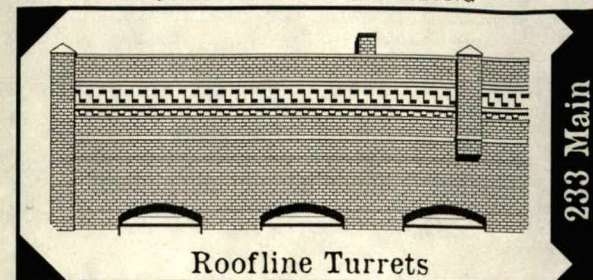
Complex Brick Patterns

#5 SHELDON-MUNN
1915: SHELDON MUNN HOTEL



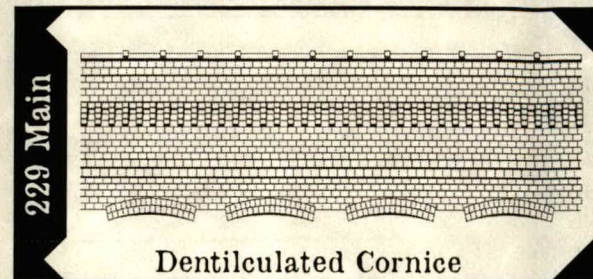
Corner Quoins

#6 THE LOFT
1891: J.L. STEVENS BUILDING



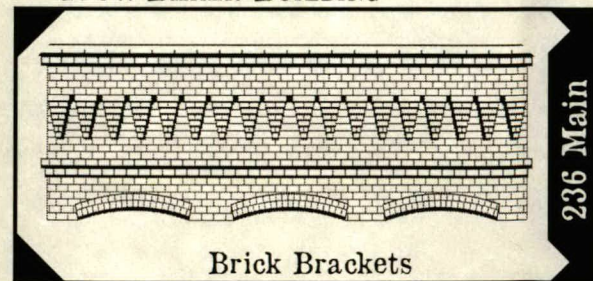
Roofline Turrets

#7 CAFE DIEM
1900: RED BALL STORE



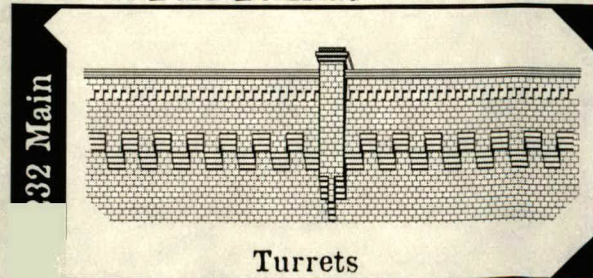
Dentiluted Cornice

#8 GILGER DESIGNS
1907: BAKER BUILDING



Brick Brackets

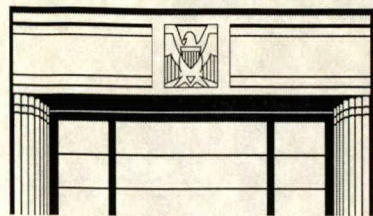
#9 DUCK WORTH WEARING
1895: BUDD BUILDING



Turrets

#18 HAILA ARCHITECTURE
1941: AMES TRUST & SAVINGS BANK

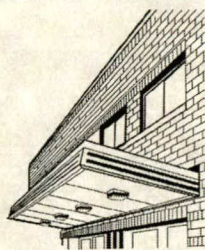
413 Kellogg



Art Deco Lines

#19 MARRS WEALTH MANAGEMENT
1934: MCFARLAND CLINIC BUILDING

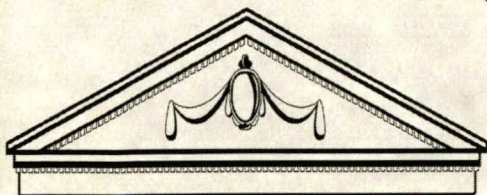
Rhythmic
Window
Openings



313 5th St.

#20 AMES CITY HALL
1937: AMES HIGH SCHOOL

515 Clark



Urn & Swag Motif

#21 UNITED CHURCH OF CHRIST
1900: FIRST CONGREGATIONAL CHURCH

Square
Tower
with
Turrets



217 6th St.

ABOUT AMES

Railroad magnate, John I. Blair, platted the town in 1864, naming it after his friend Oakes Ames, a U. S. Congressman from Massachusetts. With the assistance of Cynthia Duff, Blair was able to purchase land and establish a depot near Main and Duff. The town developed a flourishing business district north of the railroad tracks first in the area of Main and Douglas.

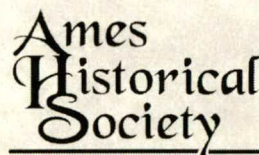
ABOUT THE ARCHITECTURE

Much of the architecture seen today is the result of facelifts occurring from 1910-1940, which streamlined the buildings (removing details of the Victorian era). Ames is unusual in having such a unified appearance stemming from this time period. The diverse, rich brick patterning is found mostly on the second and third stories of the buildings.

OUR SPONSORS



Ames Historic Preservation Commission
Ames Public Library



AMES • IOWA
WWW.AMESHISTORY.ORG



Presented by The Plaques for Historic Buildings Committee, a collaborative effort of the City of Ames Historic Preservation Commission, the Ames Historical Society and the Main Street Cultural District.

EXPLORING AMES' PAST

Stories, People
& Architecture

TRACING THEIR
FOOTSTEPS

A Walking Tour

Discover the history
and architecture
of downtown Ames

ITEM#: 13
DATE: 07-10-18

COUNCIL ACTION FORM

SUBJECT: 2018 AIRPORT MASTER PLAN UPDATE (FAA GRANT)

BACKGROUND:

In the 2017/18 Capital Improvements Plan, there is a project to conduct an update to the Airport Master Plan. Significant changes in the growth of General Aviation have required a re-evaluation of the existing airport to determine what future action should be taken to maintain an adequate, safe, and reliable facility to meet the needs of our community.

On May 8, 2018, the City Council approved a contract with Coffman Associates from Kansas City, MO, to perform the Airport Master Plan update. Since that time City staff, FAA staff, and the City's consultant prepared an FAA grant application for 90% funding. **The 2017/18 Airport Improvements Program originally showed project funding of \$166,000, with \$16,600 coming from the Airport Construction Fund. However, after discussions with the FAA, the total project is estimated to be \$318,500, with \$31,850 (10%) coming from the Airport Construction Fund (\$286,650 grant funding).**

Recently, the FAA has enacted a requirement for all airport master plans to be done following the new Airports GIS standards (AC 150/5300). This significantly increased the cost due to the mapping and survey requirements. However, these standards will make the Ames Airport ready for NextGen aircraft navigational equipment.

The increase in the local match associated with the contract increase can be paid from the available balance in the Airport Construction Fund which currently stands at \$493,687.93.

ALTERNATIVES:

1. Approve the FAA Grant agreement for the 2017/18 Airport Master Plan update, thereby certifying that the City of Ames has adequate matching funds for the project.
2. Reject the grant offer.

MANAGER'S RECOMMENDED ACTION:

The Airport Master Plan is a critical planning document that identifies the future direction of the Ames Airport. The plan includes what improvements will be needed to meet the

growth of the airport and develops a self-sustaining business plan to support the existing and future operations.

Therefore, the City Manager recommends that the City Council adopt Alternative No. 1, as noted above.



U.S. Department
of Transportation
Federal Aviation
Administration

FAA Original

GRANT AGREEMENT

PART I—OFFER

Date of Offer

JUN 18 2018

Airport/Planning Area

Ames Municipal (AMW)

AIP Grant Number

3-19-0004-024-2018

DUNS Number

061320917

TO: **City of Ames, IA**

(herein called the "Sponsor")

FROM: **The United States of America** (acting through the Federal Aviation Administration, herein called the "FAA")

WHEREAS, the Sponsor has submitted to the FAA a Project Application dated **April 23, 2018**, for a grant of Federal funds for a project at or associated with the **Ames Municipal Airport**, which is included as part of this Grant Agreement; and

WHEREAS, the FAA has approved a project for the **Ames Municipal Airport** (herein called the "Project") consisting of the following:

Update Airport Master Plan and Airport Layout Plan documents

which is more fully described in the Project Application.

NOW THEREFORE, According to the applicable provisions of the former Federal Aviation Act of 1958, as amended and recodified, 49 U.S.C. § 40101, et seq., and the former Airport and Airway Improvement Act of 1982 (AAIA), as amended and recodified, 49 U.S.C. § 47101, et seq., (herein the AAIA grant statute is referred to as "the Act"), the representations contained in the Project Application, and in consideration of (a) the Sponsor's adoption and ratification of the Grant Assurances dated March 2014, and the Sponsor's acceptance of this Offer; and, (b) the benefits to accrue to the United States and the public from the accomplishment of the Project and compliance with the Grant Assurances and conditions as herein provided.

THE FEDERAL AVIATION ADMINISTRATION, FOR AND ON BEHALF OF THE UNITED STATES, HEREBY OFFERS AND AGREES to pay Ninety (90%) percent of the allowable costs incurred accomplishing the Project as the United States share of the Project.

This Offer is made on and **SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:**

CONDITIONS

1. **Maximum Obligation.** The maximum obligation of the United States payable under this Offer is **\$286,650.00.**

The following amounts represent a breakdown of the maximum obligation for the purpose of establishing allowable amounts for any future grant amendment, which may increase the foregoing maximum obligation of the United States under the provisions of 49 U.S.C. § 47108(b):

\$286,650.00 for planning

\$0 for airport development or noise program implementation; and,

\$0 for land acquisition.

2. **Period of Performance.** The period of performance begins on the date the Sponsor formally accepts this agreement. Unless explicitly stated otherwise in an amendment from the FAA, the end date of the period of performance is 4 years (1,460 calendar days) from the date of formal grant acceptance by the Sponsor.

The Sponsor may only charge allowable costs for obligations incurred prior to the end date of the period of performance (2 CFR §200.309). Unless the FAA authorizes a written extension, the sponsor must submit all project closeout documentation and liquidate (pay off) all obligations incurred under this award no later than 90 calendar days after the end date of the period of performance (2 CFR §200.343).

The period of performance end date does not relieve or reduce Sponsor obligations and assurances that extend beyond the closeout of a grant agreement.

3. **Ineligible or Unallowable Costs.** The Sponsor must not include any costs in the project that the FAA has determined to be ineligible or unallowable.
4. **Indirect Costs - Sponsor.** Sponsor may charge indirect costs under this award by applying the indirect cost rate identified in the project application as accepted by the FAA, to allowable costs for Sponsor direct salaries and wages.
5. **Determining the Final Federal Share of Costs.** The United States' share of allowable project costs will be made in accordance with the regulations, policies, and procedures of the Secretary. Final determination of the United States' share will be based upon the final audit of the total amount of allowable project costs and settlement will be made for any upward or downward adjustments to the Federal share of costs.
6. **Completing the Project Without Delay and in Conformance with Requirements.** The Sponsor must carry out and complete the project without undue delays and in accordance with this agreement, and the regulations, policies, and procedures of the Secretary. Per 2 CFR § 200.308, the Sponsor agrees to report to the FAA any disengagement from performing the project that exceeds three months. The report must include a reason for the project stoppage. The Sponsor also agrees to comply with the assurances which are part of this agreement.
7. **Amendments or Withdrawals before Grant Acceptance.** The FAA reserves the right to amend or withdraw this offer at any time prior to its acceptance by the Sponsor.
8. **Offer Expiration Date.** This offer will expire and the United States will not be obligated to pay any part of the costs of the project unless this offer has been accepted by the Sponsor on or before **July 27, 2018**, or such subsequent date as may be prescribed in writing by the FAA.
9. **Improper Use of Federal Funds.** The Sponsor must take all steps, including litigation if necessary, to recover Federal funds spent fraudulently, wastefully, or in violation of Federal antitrust statutes, or misused in any other manner for any project upon which Federal funds have been expended. For the purposes of this grant agreement, the term "Federal funds" means funds however used or dispersed by

the Sponsor, that were originally paid pursuant to this or any other Federal grant agreement. The Sponsor must obtain the approval of the Secretary as to any determination of the amount of the Federal share of such funds. The Sponsor must return the recovered Federal share, including funds recovered by settlement, order, or judgment, to the Secretary. The Sponsor must furnish to the Secretary, upon request, all documents and records pertaining to the determination of the amount of the Federal share or to any settlement, litigation, negotiation, or other efforts taken to recover such funds. All settlements or other final positions of the Sponsor, in court or otherwise, involving the recovery of such Federal share require advance approval by the Secretary.

10. **United States Not Liable for Damage or Injury.** The United States is not responsible or liable for damage to property or injury to persons which may arise from, or be incident to, compliance with this grant agreement.
11. **System for Award Management (SAM) Registration And Universal Identifier.**
 - A. Requirement for System for Award Management (SAM): Unless the Sponsor is exempted from this requirement under 2 CFR 25.110, the Sponsor must maintain the currency of its information in the SAM until the Sponsor submits the final financial report required under this grant, or receives the final payment, whichever is later. This requires that the Sponsor review and update the information at least annually after the initial registration and more frequently if required by changes in information or another award term. Additional information about registration procedures may be found at the SAM website (currently at <http://www.sam.gov>).
 - B. Data Universal Numbering System: DUNS number means the nine-digit number established and assigned by Dun and Bradstreet, Inc. (D & B) to uniquely identify business entities. A DUNS number may be obtained from D & B by telephone (currently 866-705-5771) or on the web (currently at <http://fedgov.dnb.com/webform>).
12. **Electronic Grant Payment(s).** Unless otherwise directed by the FAA, the Sponsor must make each payment request under this agreement electronically via the Delphi eInvoicing System for Department of Transportation (DOT) Financial Assistance Awardees.
13. **Informal Letter Amendment of AIP Projects.** If, during the life of the project, the FAA determines that the maximum grant obligation of the United States exceeds the expected needs of the Sponsor by \$25,000 or five percent (5%), whichever is greater, the FAA can issue a letter amendment to the Sponsor unilaterally reducing the maximum obligation.

The FAA can also issue a letter to the Sponsor increasing the maximum obligation if there is an overrun in the total actual eligible and allowable project costs to cover the amount of the overrun provided it will not exceed the statutory limitations for grant amendments. The FAA's authority to increase the maximum obligation does not apply to the "planning" component of condition No. 1.

The FAA can also issue an informal letter amendment that modifies the grant description to correct administrative errors or to delete work items if the FAA finds it advantageous and in the best interests of the United States.

An informal letter amendment has the same force and effect as a formal grant amendment.
14. **Air and Water Quality.** The Sponsor is required to comply with all applicable air and water quality standards for all projects in this grant. If the Sponsor fails to comply with this requirement, the FAA may suspend, cancel, or terminate this agreement.
15. **Financial Reporting and Payment Requirements.** The Sponsor will comply with all federal financial reporting requirements and payment requirements, including submittal of timely and accurate reports.

16. **Buy American.** Unless otherwise approved in advance by the FAA, the Sponsor will not acquire or permit any contractor or subcontractor to acquire any steel or manufactured products produced outside the United States to be used for any project for which funds are provided under this grant. The Sponsor will include a provision implementing Buy American in every contract.
17. **Maximum Obligation Increase For Nonprimary Airports.** In accordance with 49 U.S.C. § 47108(b), as amended, the maximum obligation of the United States, as stated in Condition No. 1 of this Grant Offer:
- A. May not be increased for a planning project;
 - B. May be increased by not more than 15 percent for development projects;
 - C. May be increased by not more than 15 percent or by an amount not to exceed 25 percent of the total increase in allowable costs attributable to the acquisition of land or interests in land, whichever is greater, based on current credible appraisals or a court award in a condemnation proceeding.
18. **Audits for Public Sponsors.** The Sponsor must provide for a Single Audit or program specific audit in accordance with 2 CFR part 200. The Sponsor must submit the audit reporting package to the Federal Audit Clearinghouse on the Federal Audit Clearinghouse's Internet Data Entry System at <http://harvester.census.gov/facweb/>. Provide one copy of the completed audit to the FAA if requested.
19. **Suspension or Debarment.** When entering into a "covered transaction" as defined by 2 CFR §180.200, the Sponsor must:
- A. Verify the non-federal entity is eligible to participate in this Federal program by:
 - 1. Checking the excluded parties list system (EPLS) as maintained within the System for Award Management (SAM) to determine if the non-federal entity is excluded or disqualified; or
 - 2. Collecting a certification statement from the non-federal entity attesting they are not excluded or disqualified from participating; or
 - 3. Adding a clause or condition to covered transactions attesting individual or firm are not excluded or disqualified from participating.
 - B. Require prime contractors to comply with 2 CFR §180.330 when entering into lower-tier transactions (e.g. Sub-contracts).
 - C. Immediately disclose to the FAA whenever the Sponsor (1) learns they have entered into a covered transaction with an ineligible entity or (2) suspends or debars a contractor, person, or entity.
20. **Ban on Texting While Driving.**
- A. In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving, October 1, 2009, and DOT Order 3902.10, Text Messaging While Driving, December 30, 2009, the Sponsor is encouraged to:
 - 1. Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies to ban text messaging while driving when performing any work for, or on behalf of, the Federal government, including work relating to a grant or subgrant.
 - 2. Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as:
 - a. Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and
 - b. Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.

- B. The Sponsor must insert the substance of this clause on banning texting while driving in all subgrants, contracts and subcontracts.

21. AIP Funded Work Included in a PFC Application.

Within 90 days of acceptance of this award, Sponsor must submit to the Federal Aviation Administration an amendment to any approved Passenger Facility Charge (PFC) application that contains an approved PFC project also covered under this grant award. The airport sponsor may not make any expenditure under this award until project work addressed under this award is removed from an approved PFC application by amendment.

22. Employee Protection from Reprisal.

A. Prohibition of Reprisals –

1. In accordance with 41 U.S.C. § 4712, an employee of a grantee or subgrantee may not be discharged, demoted, or otherwise discriminated against as a reprisal for disclosing to a person or body described in sub-paragraph (A)(2), information that the employee reasonably believes is evidence of:
 - i. Gross mismanagement of a Federal grant;
 - ii. Gross waste of Federal funds;
 - iii. An abuse of authority relating to implementation or use of Federal funds;
 - iv. A substantial and specific danger to public health or safety; or
 - v. A violation of law, rule, or regulation related to a Federal grant.
2. Persons and bodies covered: The persons and bodies to which a disclosure by an employee is covered are as follows:
 - i. A member of Congress or a representative of a committee of Congress;
 - ii. An Inspector General;
 - iii. The Government Accountability Office;
 - iv. A Federal office or employee responsible for oversight of a grant program;
 - v. A court or grand jury;
 - vi. A management office of the grantee or subgrantee; or
 - vii. A Federal or State regulatory enforcement agency.
3. Submission of Complaint – A person who believes that they have been subjected to a reprisal prohibited by paragraph A of this grant term may submit a complaint regarding the reprisal to the Office of Inspector General (OIG) for the U.S. Department of Transportation.
4. Time Limitation for Submittal of a Complaint - A complaint may not be brought under this subsection more than three years after the date on which the alleged reprisal took place.
5. Required Actions of the Inspector General – Actions, limitations and exceptions of the Inspector General's office are established under 41 U.S.C. § 4712(b)
6. Assumption of Rights to Civil Remedy - Upon receipt of an explanation of a decision not to conduct or continue an investigation by the Office of Inspector General, the person submitting a complaint assumes the right to a civil remedy under 41 U.S.C. § 4712(c).

- 23. Coordination.** The Sponsor agrees to coordinate this master planning study with the metropolitan planning organizations, other local planning agencies, and with the State Airport System Plan prepared by the State's Department of Transportation and consider any pertinent information, data, projections, and forecasts which are currently available or as will become available. The Sponsor agrees to consider any State Clearinghouse comments and to furnish a copy of the final report to the State's Department of Transportation.

24. **Coordination.** The Sponsor has made available to (or will make available to) and has provided (or will provide) upon request to the metropolitan planning organization, if any, in the area in which the airport is located, a copy of the proposed airport layout plan or ALP amendment to depict the project and a copy of any airport master plan in which the project is described or depicted.
25. **Airports GIS Survey.** If the Airports GIS survey is not reflected on an updated ALP that meets FAA requirements within four (4) years from the date of the Phase 1 grant (regardless of whether it is generated using the AGIS/eALP system or through some other computer-aided design platform), then the sponsor may be required to repay that portion of the grant that relates to the survey work.
26. **Protection of Runway Protection Zone - Airport Property.** The Sponsor agrees to prevent the erection or creation of any structure, place of public assembly, or other use in the runway protection zone, as depicted on the Exhibit "A": Property Map, except for NAVAIDS that are fixed by their functional purposes or any other structure permitted by the FAA. The Sponsor further agrees that any existing structures or uses within the Runway Protection Zone will be cleared or discontinued by the Sponsor unless approved by the FAA.

The Sponsor's acceptance of this Offer and ratification and adoption of the Project Application incorporated herein shall be evidenced by execution of this instrument by the Sponsor, as hereinafter provided, and this Offer and Acceptance shall comprise a Grant Agreement, as provided by the Act, constituting the contractual obligations and rights of the United States and the Sponsor with respect to the accomplishment of the Project and compliance with the assurances and conditions as provided herein. Such Grant Agreement shall become effective upon the Sponsor's acceptance of this Offer.

Acting

**UNITED STATES OF AMERICA
FEDERAL AVIATION ADMINISTRATION**


(Signature)

Jim A. Johnson

(Typed Name)

Director, Central Region Airports Division

(Title of FAA Official)

PART II - ACCEPTANCE

The Sponsor does hereby ratify and adopt all assurances, statements, representations, warranties, covenants, and agreements contained in the Project Application and incorporated materials referred to in the foregoing Offer, and does hereby accept this Offer and by such acceptance agrees to comply with all of the terms and conditions in this Offer and in the Project Application.

I declare under penalty of perjury that the foregoing is true and correct.¹

Executed this _____ day of _____, _____.

City of Ames

(Name of Sponsor)

By:

(Signature of Sponsor's Authorized Official)

(Typed Name of Sponsor's Authorized Official)

(Title of Sponsor's Authorized Official)

CERTIFICATE OF SPONSOR'S ATTORNEY

I, _____, acting as Attorney for the Sponsor do hereby certify:

That in my opinion the Sponsor is empowered to enter into the foregoing Grant Agreement under the laws of the State of Iowa. Further, I have examined the foregoing Grant Agreement and the actions taken by said Sponsor and Sponsor's official representative has been duly authorized and that the execution thereof is in all respects due and proper and in accordance with the laws of the said State and the Act. In addition, for grants involving projects to be carried out on property not owned by the Sponsor, there are no legal impediments that will prevent full performance by the Sponsor. Further, it is my opinion that the said Grant Agreement constitutes a legal and binding obligation of the Sponsor in accordance with the terms thereof.

Dated at _____ (location) this _____ day of _____, _____.

By:

(Signature of Sponsor's Attorney)

¹Knowingly and willfully providing false information to the Federal government is a violation of 18 U.S.C. Section 1001 (False Statements) and could subject you to fines, imprisonment, or both.

Application for Federal Assistance SF-424

*** 1. Type of Submission:**

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

*** 2. Type of Application:**

- ☒ New
☐ Continuation
☐ Revision

*** If Revision, select appropriate letter(s):**

*** Other (Specify):**

*** 3. Date Received:**

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

*** a. Legal Name:**

Ames Municipal Airport

*** b. Employer/Taxpayer Identification Number (EIN/TIN):**

42-6004218

*** c. Organizational DUNS:**

8306223820000

d. Address:

*** Street1:**

515 Clark Avenue

Street2:

*** City:**

Ames

County/Parish:

*** State:**

IA: Iowa

Province:

*** Country:**

USA: UNITED STATES

*** Zip / Postal Code:**

50010

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

*** First Name:**

Damion

Middle Name:

*** Last Name:**

Pregitzer

Suffix:

Title:

City Traffic Engineer

Organizational Affiliation:

*** Telephone Number:**

(515) 239-5160

Fax Number:

(515) 239-5404

*** Email:**

dpregitzer@city.ames.ia.us

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Federal Aviation Administration

11. Catalog of Federal Domestic Assistance Number:

20.106

CFDA Title:

Airport Improvement Program

* 12. Funding Opportunity Number:

N/A

* Title:

N/A

13. Competition Identification Number:

N/A

Title:

N/A

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Airport Master Plan

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:*** a. Applicant * b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:* a. Start Date: * b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="286,650.00"/>
* b. Applicant	<input type="text" value="31,850.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="318,500.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title: * Telephone Number: Fax Number: * Email:

* Signature of Authorized Representative:

* Date Signed:



U.S. Department
of Transportation

Federal Aviation
Administration

FAA Form 5100-101, Application for Federal Assistance (Planning Projects)

Paperwork Reduction Act Statement

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0569. Public reporting for this collection of information is estimated to be approximately 28 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are required under 49 U.S.C. Section 47105 to retain a benefit and to meet the reporting requirements of 2 CFR 200; no assurance of confidentiality is provided. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to the FAA at: 800 Independence Ave. SW, Washington, DC 20591, Attn: Information Collection Clearance Officer, ASP-110.

INSTRUCTIONS FOR FORM 5100-101, Application for Federal Assistance (Planning Projects)

Part I of the Application for Federal Assistance consists of a completed Standard Form (SF) 424. The remaining parts of Form 5100-101 (Parts II, III, and IV) represent continuation pages that the Sponsor must attach to the SF-424 form. The signature of the Sponsor's authorized representative on the associated SF-424 form represents acceptance of the representations and certifications made within the corresponding FAA 5100-101 form.

Part II – Project Approval Information

Section A. Statutory Requirements

This information is necessary for the Federal Aviation Administration to evaluate this request for Federal assistance. Responses do not require an explanation unless explicitly requested by the question. As necessary, provide any supplemental information by attaching sheets to this application.

Item 1 – Indicate whether the Sponsor maintains an active registration in the Federal System for Award Management (SAM). Pursuant to 2 CFR §25.200(b), a Sponsor must maintain an active registration in the Central Contractor Registration repository (housed within www.SAM.gov) with current information at the time of the application and during the active period of the Federal award.

Item 2 – Indicate whether the Sponsor can commence the project within the same fiscal year the grant is made or within 6 months of when the grant is made, whichever is later. Attach explanation for negative responses. This information is considered when allocating available discretionary funds. (49 U.S.C. § 47115(d)(2))

Item 3 – Indicate whether the Sponsor can complete the project without unreasonable delays. If applicable, provide listing of foreseeable events (e.g. sponsor share issues, controversial issues, coordination delays, etc.) that have potential to delay completion of the project. (49 USC § 47106(a))

Item 4 – Indicate whether the project covered by this request is also covered by another Federal assistance program. If the project, or portions thereof, is covered by another Federal assistance program, identify the Federal assistance program by name and the Catalog of Federal Domestic Assistance (CFDA) number.

Item 5 – Indicate whether the Sponsor intends to seek reimbursement of indirect costs as defined by 2 CFR §200.414 and 2 CFR Appendix VII to Part 200. This information request does not include the indirect costs claimed by a for-profit entity (e.g. consultant).

The De Minimis rate may only be used if the Sponsor has not previously received a negotiated Indirect Cost Rate (ICR) and does not exceed the limitations prescribed in Appendix VII to Part 200.

A Sponsor with an existing approved negotiated ICR must identify the ICR value, the name of the cognizant agency that approved the ICR and the date of approval.

Limitations of use: Per policy, Sponsor's may only apply an approved ICR to allowable direct salary expenses that are reasonable and necessary to carry out the project.

Section B. Certification Regarding Lobbying

This section addresses the Sponsor's declaration regarding lobbying activities. The declaration made in the section are under signature of the authorized representative as identified in box 21 of form SF-424, to which this form is attached

Title 31 U.S.C. § 1352 establishes that no appropriated funds may be expended by a recipient of a Federal grant to pay any person for influencing or attempting to influence an officer or employee of any agency, Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this covered Federal assistance action. Pursuant to 40 CFR part 20, this certification attests that the Sponsor has not made, and will not make, any payment prohibited payment by 31 U.S.C. § 1352.

Part III – Budget Information

This form section is designed so that application can be made for funds from one or more assistance programs. Include budget estimates for the whole project when completing Sections A, B, C, and D. All applications must contain a breakdown by the object class categories shown in Lines a-e of Section B.

Section A. Budget Summary

Lines 1-2, Columns (a) and (b) – For applications pertaining to a single grant program, enter on Line 1 under Column (a) the catalog program title and the Catalog of Federal Domestic Assistance (CFDA) number in Column (b). For applications pertaining to two funding programs, enter the program title on each line in Column (a) and the respective CFDA number (if applicable) on each line in Column (b).

Lines 1-2, Columns (c) through (e) – For each line entry in Columns (a) and (b), enter in Columns (c), (d), and (e) the appropriate amounts of funds needed to support the project. For changes to an existing application, enter new budget values in Columns (c), (d), and (e).

Line 3 – Show the totals for all columns used.

Section B. Budget Categories

The column headings (1) and (2) correspond to the program titles shown for Lines 1-2, Column (a), Section A. For each program, fill in the total requirements for funds (both Federal and non-Federal) by object class categories. The sub-columns address the "amount" and "adjusted amount". The sub-column for "adjusted amount" need only be completed when revising a previously submitted application. The Total column represents the sum across all columns.

Lines 4 a-d – Show the estimated amount for each cost budget (object class) category for each column with program heading.

Line 4e – Enter the subtotal of lines 4a through 4d.

Line 4f – Enter the estimated amount of program income, if any, the Sponsor expects to generate from this project.

Line 4g – Subtract line 4f from line 4e. For all applications, the total amount in Total column, line 4g, must equal the total amount shown in Section A, Column (e), Line 3.

Section C. Source of Non-Federal Resources

Line 5-6 – Enter amounts of non-Federal resources that will be used on the grant. If in-kind contributions are included, provide a brief explanation on a separate sheet.

Column (a) - Enter the program titles identical to Column (a), Section A.

Column (b) - Enter the amount of cash and in-kind contributions to be made by the applicant.

Column (c) - Enter the State contribution if the applicant is not a State or State agency. Applicants that are a State or State agencies should leave this column blank.

Column (d) - Enter the amount of cash and inn-kind contributions to be made from all other sources.

Column (e) - Enter the totals of Columns (b), (c), and (d).

Line 7 – Enter the total for each of Columns (b)-(e). The amount in Column (e) should be equal to the amount on Line 3, Column (d), Section A.

Section D. Forecasted Cash Needs

Line 8 –

a. **Column “Total for Project”** - Enter the amount of cash needed from the grantor agency for the project.

b. **Columns 1st Year through 4th Year** – Enter the anticipated cash need from grantor agency per fiscal year. The sum of years 1-4 must equal the value shown under Column “Total for Project.”

Lines 814 - Enter the amount of cash from all other sources needed by quarter during the first year.

Line 9 –

a. **Column “Total for Project”** - Enter the amount of cash needed from non-Federal sources for the project.

b. **Columns 1st Year through 4th Year** – Enter the anticipated cash need from non-Federal sources per fiscal year. The sum of years 1-4 must equal the value shown under Column “Total for Project.”

Line 10 – Enter the amount of cash from all other sources needed by fiscal year.

Section E. Budget Estimates of Federal Funds Needed for Balance of the Project

Section E. Other Budget Information

Line 11 – Provide any other explanations required herein or any other comments deemed necessary.

Part IV – Program Narrative

Prepare the program narrative statement in accordance with the following instructions for all new grant programs. Requests for supplemental assistance should be responsive to Item 5b only. Requests for continuation or refunding or other changes of an approved project should be responsive to Item 5c only.

1. Objectives and Need for This Assistance

Provide a short and concise description of the proposed planning effort. Include a brief narrative on the objective of the planning effort and why it is needed.

2. Results or Benefits Expected

Identify anticipated results and benefits to be derived from this planning project.

3. Approach

- a. Outline a plan of action pertaining to the scope and detail of how the Sponsor proposes to accomplish the work.
- b. Identify any factors that might accelerate or impede progress of the planning effort.
- c. Provide list of activities in chronological order to show the anticipated schedule of accomplishments and their target milestone dates.

- d. Identify project monitoring and oversight mechanisms the Sponsor proposes to implement.
- e. List key individuals and entities such as consultant, Sponsor personnel and contractor who will work on the project. Provide a short description of the nature of their effort or contribution.

4. Geographic Location

Identify the location of the project and surrounding area to be served by the proposed project.

5. If Applicable, Provide the Following Information:

Describe the relationship between this project and other work planned, anticipated, or underway under the Federal Assistance listed under Part II, Section A. If scope objectives change, explain the circumstances surrounding the need to revise the application scope of work.



Application for Federal Assistance (Planning Projects)

Part II – Project Approval Information

Section A – Statutory Requirements

The term "Sponsor" refers to the applicant name as provided in box 8 of the associated SF-424 form.

Item 1 Does Sponsor maintain an active registration in the System for Award Management (www.SAM.gov)?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Item 2 Can Sponsor commence the work identified in the application in the fiscal year the grant is made or within six months after the grant is made, whichever is later?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Item 3 Are there any foreseeable events that would delay completion of the project? If yes, provide attachment to this form that lists the events.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
Item 4 Is the project covered by another Federal assistance program? If yes, please identify other funding sources by the Catalog of Federal Domestic Assistance (CFDA) number. CFDA: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
Item 5 Will the requested Federal assistance include Sponsor indirect costs as described in 2 CFR Appendix VII to Part 200, States and Local Government and Indian Tribe Indirect Cost Proposals? If the request for Federal assistance includes a claim for allowable indirect costs, select the applicable indirect cost rate the Sponsor proposes to apply: <input type="checkbox"/> De Minimis rate of 10% as permitted by 2 CFR § 200.414 <input type="checkbox"/> Negotiated Rate equal to ____% as approved by _____ (the Cognizant Agency) on _____ (Date) (2 CFR part 200, appendix VII) <i>Note: Refer to the instructions for limitations of application associated with claiming Sponsor indirect costs.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A

Section B – Certification Regarding Lobbying

The declarations made on this page are under the signature of the authorized representative as identified in box 21 of form SF-424, to which this form is attached. The term "Sponsor" refers to the applicant name provided in box 8 of the associated SF-424 form.

The Authorized Representative certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the Sponsor, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the Authorized Representative shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions

(3) The Authorized Representative shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Part III – Budget Information

Section A – Budget Summary

Grant Program (a)	Federal Catalog No (b)	New or Revised Budget		
		Federal (c)	Non-Federal (d)	Total (e)
1. Airport Improvement Program	20-106	\$ 286,650	\$ 31,850	\$ 318,500
2.				
3. TOTALS		\$ 286,650	\$ 31,850	\$ 318,500

Section B – Budget Categories (All Grant Programs)

4. Object Class Categories	Airport Improvement Program (1)		Other Program (2)		Total
	Amount	Adjustment + or (-) Amount (Use only for revisions)	Amount	Adjustment + or (-) Amount (Use only for revisions)	
a. Administrative expense	\$ 0	\$	\$	\$	\$ 0
b. Airport Planning	318,500				318,500
c. Environmental Planning	0				0
d. Noise Compatibility Planning	0				0
e. Subtotal	318,500				318,500
f. Program Income	0				0
g. TOTALS (line e minus line f)	\$ 318,500	\$	\$	\$	\$ 318,500

Section C – Non-Federal Resources

Grant Program (a)	Applicant (b)	State (c)	Other Sources (d)	Total (e)
5.	\$ 31,850	\$ 0	\$ 0	\$ 31,850
6.				
7. TOTALS	\$ 31,850	\$ 0	\$ 0	\$ 31,850

Section D – Forecasted Cash Needs

Source of funds	Total for Project	1 st Year	2 nd Year	3 rd Year	4th Year
8. Federal	\$ 286,650	\$ 228,000	\$ 58,650	\$	\$
9. Non-Federal	31,850	25,000	6,850		
10. TOTAL	\$ 318,500	\$ 253,000	\$ 65,500	\$	\$

Section E – Other Budget Information

11. Other Remarks: (attach sheets if necessary)

Part IV - Program Narrative

(Suggested Format)

PROJECT: Airport Master Plan

AIRPORT: Ames Municipal Airport (AMW)

1. Objective:

The objective of the Master Plan is to provide the Sponsor (City of Ames, Iowa) with proper guidance for future development that will satisfy aviation demands and be compatible with the environment. The process will evaluate existing conditions, forecast future aviation demand, determine the immediate and future facility requirements, identify the most appropriate airport improvements to meet demand, and update the Airport Layout Plan (ALP) drawings accordingly. The Airport Master Plan will serve as a comprehensive document which will provide guidance to airport staff, the City of Ames, and surrounding jurisdictions. The work effort will also include an Airports GIS Aeronautical Survey per FAA AC 150/5300-18b and a recycling plan.

2. Benefits Anticipated:

The preparation of the Ames Municipal Airport Master Plan will allow the City of Ames and the FAA to address changes in the use and demand for the Airport given local growth and economic conditions. The Airport Master Plan and supporting documentation will serve as a guide for future airport improvements and establish priorities for the overall safety and development of the airport.

3. Approach: *(See approved Scope of Work in Final Application)*

The City of Ames has retained Coffman Associates to prepare the Airport Master Plan. The final Scope of Services has been reviewed and approved by both the FAA and City of Ames.

4. Geographic Location:

The Ames Municipal Airport is located in the City of Ames, Iowa, in Story County, Iowa.

5. If Applicable, Provide Additional Information:

N/A

6. Sponsor's Representative: *(include address & telephone number)*

Mr. Damion Pregitzer, P.E. PTOE
515 Clark Avenue
Ames, IA 50010



U.S. Department
of Transportation
Federal Aviation
Administration

FAA Form 5100-130, Drug-Free Workplace – Airport Improvement Program Sponsor Certification

Paperwork Reduction Act Burden Statement

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0569. Public reporting for this collection of information is estimated to be approximately 8 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are required under 49 U.S.C. Section 47105 to retain a benefit and to meet the reporting requirements of 2 CFR 200. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to the Federal Aviation Administration at: 800 Independence Ave. SW, Washington, DC 20591, Attn: Information Collection Clearance Officer, ASP-110.

Drug-Free Workplace Airport Improvement Program Sponsor Certification

Sponsor: City of Ames, IA

Airport: Ames Municipal Airport

Project Number: 3-19-0004-024-2018

Description of Work: The project will include an Airport Master Plan Study with associated applicable updates to the Airport Layout Plan (ALP) Drawings.

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements on the drug-free workplace within federal grant programs are described in 2 CFR part 182. Sponsors are required to certify they will be, or will continue to provide, a drug-free workplace in accordance with the regulation. The AIP project grant agreement contains specific assurances on the Drug-Free Workplace Act of 1988.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. A statement has been or will be published prior to commencement of project notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the sponsor's workplace, and specifying the actions to be taken against employees for violation of such prohibition (2 CFR § 182.205).

☒ Yes ☐ No ☐ N/A

2. An ongoing drug-free awareness program (2 CFR § 182.215) has been or will be established prior to commencement of project to inform employees about:

- a. The dangers of drug abuse in the workplace;
- b. The sponsor's policy of maintaining a drug-free workplace;
- c. Any available drug counseling, rehabilitation, and employee assistance programs; and
- d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

☒ Yes ☐ No ☐ N/A

3. Each employee to be engaged in the performance of the work has been or will be given a copy of the statement required within item 1 above prior to commencement of project (2 CFR § 182.210).

☒ Yes ☐ No ☐ N/A

4. Employees have been or will be notified in the statement required by item 1 above that, as a condition employment under the grant (2 CFR § 182.205(c)), the employee will:

- a. Abide by the terms of the statement; and
- b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction.

☒ Yes ☐ No ☐ N/A

5. The Federal Aviation Administration (FAA) will be notified in writing within 10 calendar days after receiving notice under item 4b above from an employee or otherwise receiving actual notice of such conviction (2 CFR § 182.225). Employers of convicted employees must provide notice, including position title of the employee, to the FAA (2 CFR § 182.300).

☒ Yes ☐ No ☐ N/A

6. One of the following actions (2 CFR § 182.225(b)) will be taken within 30 calendar days of receiving a notice under item 4b above with respect to any employee who is so convicted:

- a. Take appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; and
- b. Require such employee to participate satisfactorily in drug abuse assistance or rehabilitation programs approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency.

☒ Yes ☐ No ☐ N/A

7. A good faith effort will be made, on a continuous basis, to maintain a drug-free workplace through implementation of items 1 through 6 above (2 CFR § 182.200).

☒ Yes ☐ No ☐ N/A

Site(s) of performance of work (2 CFR § 182.230):

Location 1

Name of Location: Ames Municipal Airport

Address: 2520 Airport Dr, Ames, IA 50010

Location 2 (if applicable)

Name of Location:

Address:

Location 3 (if applicable)

Name of Location:

Address:

Attach documentation clarifying any above item marked with a "No" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

Executed on this 23 day of April, 2018.

Name of Sponsor: City of Ames, IA

Name of Sponsor's Authorized Official: Damion Pregitzer

Title of Sponsor's Authorized Official: City Traffic Engineer

Signature of Sponsor's Authorized Official: _____



I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.



U.S. Department
of Transportation
**Federal Aviation
Administration**

FAA Form 5100-134, Selection of Consultants – Airport Improvement Program Sponsor Certification

Paperwork Reduction Act Statement

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0569. Public reporting for this collection of information is estimated to be approximately 8 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are required under 49 U.S.C. Section 47105 to retain a benefit and to meet the reporting requirements of 2 CFR 200. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to the Federal Aviation Administration at: 800 Independence Ave. SW, Washington, DC 20591, Attn: Information Collection Clearance Officer, ASP-110.

Selection of Consultants

Airport Improvement Program Sponsor Certification

Sponsor: City of Ames, IA

Airport: Ames Municipal Airport

Project Number: 3-19-0004-024-2018

Description of Work: The project will include an Airport Master Plan Study with associated applicable updates to the Airport Layout Plan (ALP) Drawings.

Application

49 USC § 47105(d) authorizes the Secretary to require certification from the sponsor that it will comply with the statutory and administrative requirements in carrying out a project under the Airport Improvement Program (AIP). General requirements for selection of consultant services within federal grant programs are described in 2 CFR §§ 200.317-200.326. Sponsors may use other qualifications-based procedures provided they are equivalent to standards of Title 40 chapter 11 and FAA Advisory Circular 150/5100-14, Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects.

Certification Statements

Except for certification statements below marked as not applicable (N/A), this list includes major requirements of the construction project. Selecting "Yes" represents sponsor acknowledgement and confirmation of the certification statement. The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance. This list is not comprehensive and does not relieve the sponsor from fully complying with all applicable statutory and administrative standards. The source of the requirement is referenced within parenthesis.

1. Sponsor acknowledges their responsibility for the settlement of all contractual and administrative issues arising out of their procurement actions (2 CFR § 200.318(k)).
☒ Yes ☐ No ☐ N/A
2. Sponsor procurement actions ensure or will ensure full and open competition that does not unduly limit competition (2 CFR § 200.319).
☒ Yes ☐ No ☐ N/A
3. Sponsor has excluded or will exclude any entity that develops or drafts specifications, requirements, or statements of work associated with the development of a request-for-qualifications (RFQ) from competing for the advertised services (2 CFR § 200.319).
☒ Yes ☐ No ☐ N/A

4. The advertisement describes or will describe specific project statements-of-work that provide clear detail of required services without unduly restricting competition (2 CFR § 200.319).
☒ Yes ☐ No ☐ N/A
5. Sponsor has publicized or will publicize a RFQ that:
a. Solicits an adequate number of qualified sources (2 CFR § 200.320(d)); and
b. Identifies all evaluation criteria and relative importance (2 CFR § 200.320(d)).
☒ Yes ☐ No ☐ N/A
6. Sponsor has based or will base selection on qualifications, experience, and disadvantaged business enterprise participation with price not being a selection factor (2 CFR § 200.320(d)).
☒ Yes ☐ No ☐ N/A
7. Sponsor has verified or will verify that agreements exceeding \$25,000 are not awarded to individuals or firms suspended, debarred or otherwise excluded from participating in federally assisted projects (2 CFR § 180.300).
☒ Yes ☐ No ☐ N/A
8. A/E services covering multiple projects: Sponsor has agreed to or will agree to:
a. Refrain from initiating work covered by this procurement beyond five years from the date of selection (AC 150/5100-14); and
b. Retain the right to conduct new procurement actions for projects identified or not identified in the RFQ (AC 150/5100-14).
☒ Yes ☐ No ☐ N/A
9. Sponsor has negotiated or will negotiate a fair and reasonable fee with the firm they select as most qualified for the services identified in the RFQ (2 CFR § 200.323).
☒ Yes ☐ No ☐ N/A
10. The Sponsor's contract identifies or will identify costs associated with ineligible work separately from costs associated with eligible work (2 CFR § 200.302).
☒ Yes ☐ No ☐ N/A
11. Sponsor has prepared or will prepare a record of negotiations detailing the history of the procurement action, rationale for contract type and basis for contract fees (2 CFR § 200.318(i)).
☒ Yes ☐ No ☐ N/A
12. Sponsor has incorporated or will incorporate mandatory contract provisions in the consultant contract for AIP-assisted work (49 U.S.C. Chapter 471 and 2 CFR part 200 Appendix II)
☒ Yes ☐ No ☐ N/A

13. For contracts that apply a time-and-material payment provision (also known as hourly rates, specific rates of compensation, and labor rates), the Sponsor has established or will establish:

- a. Justification that there is no other suitable contract method for the services (2 CFR §200.318(j));
- b. A ceiling price that the consultant exceeds at their risk (2 CFR §200.318(j)); and
- c. A high degree of oversight that assures consultant is performing work in an efficient manner with effective cost controls in place 2 CFR §200.318(j)).

☒ Yes ☐ No ☐ N/A

14. Sponsor is not using or will not use the prohibited cost-plus-percentage-of-cost (CPPC) contract method. (2 CFR § 200.323(d)).

☒ Yes ☐ No ☐ N/A

Attach documentation clarifying any above item marked with "no" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and additional documentation for any item marked "no" is correct and complete.

I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

Executed on this 23 day of April, 2018.

Name of Sponsor: City of Ames, IA

Name of Sponsor's Authorized Official: Damion Pegitzer

Title of Sponsor's Authorized Official: City Traffic Engineer

Signature of Sponsor's Authorized Official: _____



I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.



U.S. Department
of Transportation
Federal Aviation
Administration

FAA Form 5100-135, Certification and Disclosure Regarding Potential Conflicts of Interest – Airport Improvement Program Sponsor Certification

Paperwork Reduction Act Statement

A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a currently valid OMB Control Number. The OMB Control Number for this information collection is 2120-0569. Public reporting for this collection of information is estimated to be approximately 8 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. All responses to this collection of information are required under 49 U.S.C. Section 47105 to retain a benefit and to meet the reporting requirements of 2 CFR 200. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to the Federal Aviation Administration at: 800 Independence Ave. SW, Washington, DC 20591, Attn: Information Collection Clearance Officer, ASP-110.

Certification and Disclosure Regarding Potential Conflicts of Interest Airport Improvement Program Sponsor Certification

Sponsor: City of Ames, IA

Airport: Ames Municipal Airport

Project Number: 3-19-0004-024-2018

Description of Work: The project will include an Airport Master Plan Study with associated applicable updates to the Airport Layout Plan (ALP) Drawings.

Application

Title 2 CFR § 200.112 and § 1201.112 address Federal Aviation Administration (FAA) requirements for conflict of interest. As a condition of eligibility under the Airport Improvement Program (AIP), sponsors must comply with FAA policy on conflict of interest. Such a conflict would arise when any of the following have a financial or other interest in the firm selected for award:

- a) The employee, officer or agent,
- b) Any member of his immediate family,
- c) His or her partner, or
- d) An organization which employs, or is about to employ, any of the above.

Selecting "Yes" represents sponsor or sub-recipient acknowledgement and confirmation of the certification statement. Selecting "No" represents sponsor or sub-recipient disclosure that it cannot fully comply with the certification statement. If "No" is selected, provide support information explaining the negative response as an attachment to this form. This includes whether the sponsor has established standards for financial interest that are not substantial or unsolicited gifts are of nominal value (2 CFR § 200.318(c)). The term "will" means Sponsor action taken at appropriate time based on the certification statement focus area, but no later than the end of the project period of performance.

Certification Statements

1. The sponsor or sub-recipient maintains a written standards of conduct governing conflict of interest and the performance of their employees engaged in the award and administration of contracts (2 CFR § 200.318(c)). To the extent permitted by state or local law or regulations, such standards of conduct provide for penalties, sanctions, or other disciplinary actions for violations of such standards by the sponsor's and sub-recipient's officers, employees, or agents, or by contractors or their agents.

☒ Yes ☐ No

2. The sponsor's or sub-recipient's officers, employees or agents have not and will not solicit or accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to sub-agreements (2 CFR § 200.318(c)).

☒ Yes ☐ No

3. The sponsor or sub-recipient certifies that is has disclosed and will disclose to the FAA any known potential conflict of interest (2 CFR § 1200.112).

☒ Yes ☐ No

Attach documentation clarifying any above item marked with "no" response.

Sponsor's Certification

I certify, for the project identified herein, responses to the forgoing items are accurate as marked and have the explanation for any item marked "no" is correct and complete.

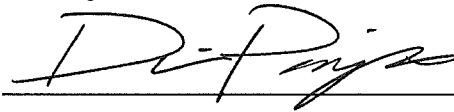
Executed on this 23 day of April, 2018.

Name of Sponsor: City of Ames, IA

Name of Sponsor's Authorized Official: Damion Pegitzer

Title of Sponsor's Authorized Official: City Traffic Engineer

Signature of Sponsor's Authorized Official:



I declare under penalty of perjury that the foregoing is true and correct. I understand that knowingly and willfully providing false information to the federal government is a violation of 18 USC § 1001 (False Statements) and could subject me to fines, imprisonment, or both.

ASSURANCES

AIRPORT SPONSORS

A. General.

- a. These assurances shall be complied with in the performance of grant agreements for airport development, airport planning, and noise compatibility program grants for airport sponsors.
- b. These assurances are required to be submitted as part of the project application by sponsors requesting funds under the provisions of Title 49, U.S.C., subtitle VII, as amended. As used herein, the term "public agency sponsor" means a public agency with control of a public-use airport; the term "private sponsor" means a private owner of a public-use airport; and the term "sponsor" includes both public agency sponsors and private sponsors.
- c. Upon acceptance of this grant offer by the sponsor, these assurances are incorporated in and become part of this grant agreement.

B. Duration and Applicability.

1. Airport development or Noise Compatibility Program Projects Undertaken by a Public Agency Sponsor.

The terms, conditions and assurances of this grant agreement shall remain in full force and effect throughout the useful life of the facilities developed or equipment acquired for an airport development or noise compatibility program project, or throughout the useful life of the project items installed within a facility under a noise compatibility program project, but in any event not to exceed twenty (20) years from the date of acceptance of a grant offer of Federal funds for the project. However, there shall be no limit on the duration of the assurances regarding Exclusive Rights and Airport Revenue so long as the airport is used as an airport. There shall be no limit on the duration of the terms, conditions, and assurances with respect to real property acquired with federal funds. Furthermore, the duration of the Civil Rights assurance shall be specified in the assurances.

2. Airport Development or Noise Compatibility Projects Undertaken by a Private Sponsor.

The preceding paragraph 1 also applies to a private sponsor except that the useful life of project items installed within a facility or the useful life of the facilities developed or equipment acquired under an airport development or noise compatibility program project shall be no less than ten (10) years from the date of acceptance of Federal aid for the project.

3. Airport Planning Undertaken by a Sponsor.

Unless otherwise specified in this grant agreement, only Assurances 1, 2, 3, 5, 6, 13, 18, 25, 30, 32, 33, and 34 in Section C apply to planning projects. The terms, conditions, and assurances of this grant agreement shall remain in full force and effect during the life of the project; there shall be no limit on the duration of the assurances regarding Exclusive Rights and Airport Revenue so long as the airport is used as an airport.

C. Sponsor Certification.

The sponsor hereby assures and certifies, with respect to this grant that:

1. General Federal Requirements.

It will comply with all applicable Federal laws, regulations, executive orders, policies, guidelines, and requirements as they relate to the application, acceptance and use of Federal funds for this project including but not limited to the following:

FEDERAL LEGISLATION

- a. Title 49, U.S.C., subtitle VII, as amended.
- b. Davis-Bacon Act - 40 U.S.C. 276(a), et seq.¹
- c. Federal Fair Labor Standards Act - 29 U.S.C. 201, et seq.
- d. Hatch Act – 5 U.S.C. 1501, et seq.²
- e. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 Title 42 U.S.C. 4601, et seq.^{1,2}
- f. National Historic Preservation Act of 1966 - Section 106 - 16 U.S.C. 470(f).¹
- g. Archeological and Historic Preservation Act of 1974 - 16 U.S.C. 469 through 469c.¹
- h. Native Americans Grave Repatriation Act - 25 U.S.C. Section 3001, et seq.
- i. Clean Air Act, P.L. 90-148, as amended.
- j. Coastal Zone Management Act, P.L. 93-205, as amended.
- k. Flood Disaster Protection Act of 1973 - Section 102(a) - 42 U.S.C. 4012a.¹
- l. Title 49, U.S.C., Section 303, (formerly known as Section 4(f))
- m. Rehabilitation Act of 1973 - 29 U.S.C. 794.
- n. Title V of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252) (prohibits discrimination on the basis of race, color, national origin);
- o. Americans with Disabilities Act of 1990, as amended, (42 U.S.C. § 12101 et seq.), prohibits discrimination on the basis of disability).
- p. Age Discrimination Act of 1975 - 42 U.S.C. 6101, et seq.
- q. American Indian Religious Freedom Act, P.L. 95-341, as amended.
- r. Architectural Barriers Act of 1968 - 42 U.S.C. 4151, et seq.¹
- s. Power plant and Industrial Fuel Use Act of 1978 - Section 403- 2 U.S.C. 8373.¹
- t. Contract Work Hours and Safety Standards Act - 40 U.S.C. 327, et seq.¹
- u. Copeland Anti-kickback Act - 18 U.S.C. 874.1
- v. National Environmental Policy Act of 1969 - 42 U.S.C. 4321, et seq.¹
- w. Wild and Scenic Rivers Act, P.L. 90-542, as amended.
- x. Single Audit Act of 1984 - 31 U.S.C. 7501, et seq.²
- y. Drug-Free Workplace Act of 1988 - 41 U.S.C. 702 through 706.
- z. The Federal Funding Accountability and Transparency Act of 2006, as amended (Pub. L. 109-282, as amended by section 6202 of Pub. L. 110-252).

EXECUTIVE ORDERS

- a. Executive Order 11246 - Equal Employment Opportunity¹
- b. Executive Order 11990 - Protection of Wetlands
- c. Executive Order 11998 –Flood Plain Management

- d. Executive Order 12372 - Intergovernmental Review of Federal Programs
- e. Executive Order 12699 - Seismic Safety of Federal and Federally Assisted New Building Construction¹
- f. Executive Order 12898 - Environmental Justice

FEDERAL REGULATIONS

- a. 2 CFR Part 180 - OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement).
- b. 2 CFR Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. [OMB Circular A-87 Cost Principles Applicable to Grants and Contracts with State and Local Governments, and OMB Circular A-133 - Audits of States, Local Governments, and Non-Profit Organizations].^{4, 5, 6}
- c. 2 CFR Part 1200 – Nonprocurement Suspension and Debarment
- d. 14 CFR Part 13 - Investigative and Enforcement Procedures 14 CFR Part 16 - Rules of Practice For Federally Assisted Airport Enforcement Proceedings.
- e. 14 CFR Part 150 - Airport noise compatibility planning.
- f. 28 CFR Part 35- Discrimination on the Basis of Disability in State and Local Government Services.
- g. 28 CFR § 50.3 - U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964.
- h. 29 CFR Part 1 - Procedures for predetermination of wage rates.¹
- i. 29 CFR Part 3 - Contractors and subcontractors on public building or public work financed in whole or part by loans or grants from the United States.¹
- j. 29 CFR Part 5 - Labor standards provisions applicable to contracts covering federally financed and assisted construction (also labor standards provisions applicable to non-construction contracts subject to the Contract Work Hours and Safety Standards Act).¹
- k. 41 CFR Part 60 - Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor (Federal and federally assisted contracting requirements).¹
- l. 49 CFR Part 18 - Uniform administrative requirements for grants and cooperative agreements to state and local governments.³
- m. 49 CFR Part 20 - New restrictions on lobbying.
- n. 49 CFR Part 21 – Nondiscrimination in federally-assisted programs of the Department of Transportation - effectuation of Title VI of the Civil Rights Act of 1964.
- o. 49 CFR Part 23 - Participation by Disadvantage Business Enterprise in Airport Concessions.
- p. 49 CFR Part 24 – Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs.^{1, 2}
- q. 49 CFR Part 26 – Participation by Disadvantaged Business Enterprises in Department of Transportation Programs.
- r. 49 CFR Part 27 – Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance.¹

- s. 49 CFR Part 28 –Enforcement of Nondiscrimination on the Basis of Handicap in Programs or Activities conducted by the Department of Transportation.
- t. 49 CFR Part 30 - Denial of public works contracts to suppliers of goods and services of countries that deny procurement market access to U.S. contractors.
- u. 49 CFR Part 32 –Governmentwide Requirements for Drug-Free Workplace (Financial Assistance)
- v. 49 CFR Part 37 –Transportation Services for Individuals with Disabilities (ADA).
- w. 49 CFR Part 41 - Seismic safety of Federal and federally assisted or regulated new building construction.

SPECIFIC ASSURANCES

Specific assurances required to be included in grant agreements by any of the above laws, regulations or circulars are incorporated by reference in this grant agreement.

FOOTNOTES TO ASSURANCE C.1.

- ¹ These laws do not apply to airport planning sponsors.
- ² These laws do not apply to private sponsors.
- ³ 49 CFR Part 18 and 2 CFR Part 200 contain requirements for State and Local Governments receiving Federal assistance. Any requirement levied upon State and Local Governments by this regulation and circular shall also be applicable to private sponsors receiving Federal assistance under Title 49, United States Code.
- ⁴ On December 26, 2013 at 78 FR 78590, the Office of Management and Budget (OMB) issued the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in 2 CFR Part 200. 2 CFR Part 200 replaces and combines the former Uniform Administrative Requirements for Grants (OMB Circular A-102 and Circular A-110 or 2 CFR Part 215 or Circular) as well as the Cost Principles (Circulars A-21 or 2 CFR part 220; Circular A-87 or 2 CFR part 225; and A-122, 2 CFR part 230). Additionally it replaces Circular A-133 guidance on the Single Annual Audit. In accordance with 2 CFR section 200.110, the standards set forth in Part 200 which affect administration of Federal awards issued by Federal agencies become effective once implemented by Federal agencies or when any future amendment to this Part becomes final. Federal agencies, including the Department of Transportation, must implement the policies and procedures applicable to Federal awards by promulgating a regulation to be effective by December 26, 2014 unless different provisions are required by statute or approved by OMB.
- ⁵ Cost principles established in 2 CFR part 200 subpart E must be used as guidelines for determining the eligibility of specific types of expenses.
- ⁶ Audit requirements established in 2 CFR part 200 subpart F are the guidelines for audits.

2. Responsibility and Authority of the Sponsor.

a. Public Agency Sponsor:

It has legal authority to apply for this grant, and to finance and carry out the proposed project; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.

b. Private Sponsor:

It has legal authority to apply for this grant and to finance and carry out the proposed project and comply with all terms, conditions, and assurances of this grant agreement. It shall designate an official representative and shall in writing direct and authorize that person to file this application, including all understandings and assurances contained therein; to act in connection with this application; and to provide such additional information as may be required.

3. Sponsor Fund Availability.

It has sufficient funds available for that portion of the project costs which are not to be paid by the United States. It has sufficient funds available to assure operation and maintenance of items funded under this grant agreement which it will own or control.

4. Good Title.

- a. It, a public agency or the Federal government, holds good title, satisfactory to the Secretary, to the landing area of the airport or site thereof, or will give assurance satisfactory to the Secretary that good title will be acquired.
- b. For noise compatibility program projects to be carried out on the property of the sponsor, it holds good title satisfactory to the Secretary to that portion of the property upon which Federal funds will be expended or will give assurance to the Secretary that good title will be obtained.

5. Preserving Rights and Powers.

- a. It will not take or permit any action which would operate to deprive it of any of the rights and powers necessary to perform any or all of the terms, conditions, and assurances in this grant agreement without the written approval of the Secretary, and will act promptly to acquire, extinguish or modify any outstanding rights or claims of right of others which would interfere with such performance by the sponsor. This shall be done in a manner acceptable to the Secretary.
- b. It will not sell, lease, encumber, or otherwise transfer or dispose of any part of its title or other interests in the property shown on Exhibit A to this application or, for a noise compatibility program project, that portion of the property upon which Federal funds have been expended, for the duration of the terms, conditions, and assurances in this grant agreement without approval by the Secretary. If the transferee is found by the Secretary to be eligible under Title 49, United States Code, to assume the obligations of this grant agreement and to have the power, authority, and financial resources to carry out all such obligations, the sponsor shall insert in the contract or document transferring or disposing of the sponsor's interest, and make binding upon the transferee all of the terms, conditions, and assurances contained in this grant agreement.
- c. For all noise compatibility program projects which are to be carried out by another unit of local government or are on property owned by a unit of local government other than the sponsor, it will enter into an agreement with that government. Except as otherwise specified by the Secretary, that agreement shall obligate that government to the same terms, conditions, and assurances that would be applicable to it if it applied directly to the FAA for a grant to undertake the noise compatibility program project. That agreement and changes thereto must be satisfactory to the Secretary. It will take steps to enforce this agreement against the local government if there is substantial non-compliance with the terms of the agreement.

- d. For noise compatibility program projects to be carried out on privately owned property, it will enter into an agreement with the owner of that property which includes provisions specified by the Secretary. It will take steps to enforce this agreement against the property owner whenever there is substantial non-compliance with the terms of the agreement.
- e. If the sponsor is a private sponsor, it will take steps satisfactory to the Secretary to ensure that the airport will continue to function as a public-use airport in accordance with these assurances for the duration of these assurances.
- f. If an arrangement is made for management and operation of the airport by any agency or person other than the sponsor or an employee of the sponsor, the sponsor will reserve sufficient rights and authority to insure that the airport will be operated and maintained in accordance Title 49, United States Code, the regulations and the terms, conditions and assurances in this grant agreement and shall insure that such arrangement also requires compliance therewith.
- g. Sponsors of commercial service airports will not permit or enter into any arrangement that results in permission for the owner or tenant of a property used as a residence, or zoned for residential use, to taxi an aircraft between that property and any location on airport. Sponsors of general aviation airports entering into any arrangement that results in permission for the owner of residential real property adjacent to or near the airport must comply with the requirements of Sec. 136 of Public Law 112-95 and the sponsor assurances.

6. Consistency with Local Plans.

The project is reasonably consistent with plans (existing at the time of submission of this application) of public agencies that are authorized by the State in which the project is located to plan for the development of the area surrounding the airport.

7. Consideration of Local Interest.

It has given fair consideration to the interest of communities in or near where the project may be located.

8. Consultation with Users.

In making a decision to undertake any airport development project under Title 49, United States Code, it has undertaken reasonable consultations with affected parties using the airport at which project is proposed.

9. Public Hearings.

In projects involving the location of an airport, an airport runway, or a major runway extension, it has afforded the opportunity for public hearings for the purpose of considering the economic, social, and environmental effects of the airport or runway location and its consistency with goals and objectives of such planning as has been carried out by the community and it shall, when requested by the Secretary, submit a copy of the transcript of such hearings to the Secretary. Further, for such projects, it has on its management board either voting representation from the communities where the project is located or has advised the communities that they have the right to petition the Secretary concerning a proposed project.

10. Metropolitan Planning Organization.

In projects involving the location of an airport, an airport runway, or a major runway extension at a medium or large hub airport, the sponsor has made available to and has provided upon request to the metropolitan planning organization in the area in which the airport is located, if any, a copy

of the proposed amendment to the airport layout plan to depict the project and a copy of any airport master plan in which the project is described or depicted.

11. Pavement Preventive Maintenance.

With respect to a project approved after January 1, 1995, for the replacement or reconstruction of pavement at the airport, it assures or certifies that it has implemented an effective airport pavement maintenance-management program and it assures that it will use such program for the useful life of any pavement constructed, reconstructed or repaired with Federal financial assistance at the airport. It will provide such reports on pavement condition and pavement management programs as the Secretary determines may be useful.

12. Terminal Development Prerequisites.

For projects which include terminal development at a public use airport, as defined in Title 49, it has, on the date of submittal of the project grant application, all the safety equipment required for certification of such airport under section 44706 of Title 49, United States Code, and all the security equipment required by rule or regulation, and has provided for access to the passenger enplaning and deplaning area of such airport to passengers enplaning and deplaning from aircraft other than air carrier aircraft.

13. Accounting System, Audit, and Record Keeping Requirements.

- a. It shall keep all project accounts and records which fully disclose the amount and disposition by the recipient of the proceeds of this grant, the total cost of the project in connection with which this grant is given or used, and the amount or nature of that portion of the cost of the project supplied by other sources, and such other financial records pertinent to the project. The accounts and records shall be kept in accordance with an accounting system that will facilitate an effective audit in accordance with the Single Audit Act of 1984.
- b. It shall make available to the Secretary and the Comptroller General of the United States, or any of their duly authorized representatives, for the purpose of audit and examination, any books, documents, papers, and records of the recipient that are pertinent to this grant. The Secretary may require that an appropriate audit be conducted by a recipient. In any case in which an independent audit is made of the accounts of a sponsor relating to the disposition of the proceeds of a grant or relating to the project in connection with which this grant was given or used, it shall file a certified copy of such audit with the Comptroller General of the United States not later than six (6) months following the close of the fiscal year for which the audit was made.

14. Minimum Wage Rates.

It shall include, in all contracts in excess of \$2,000 for work on any projects funded under this grant agreement which involve labor, provisions establishing minimum rates of wages, to be predetermined by the Secretary of Labor, in accordance with the Davis-Bacon Act, as amended (40 U.S.C. 276a-276a-5), which contractors shall pay to skilled and unskilled labor, and such minimum rates shall be stated in the invitation for bids and shall be included in proposals or bids for the work.

15. Veteran's Preference.

It shall include in all contracts for work on any project funded under this grant agreement which involve labor, such provisions as are necessary to insure that, in the employment of labor (except in executive, administrative, and supervisory positions), preference shall be given to Vietnam era veterans, Persian Gulf veterans, Afghanistan-Iraq war veterans, disabled veterans, and small business concerns owned and controlled by disabled veterans as defined in Section 47112 of Title

49, United States Code. However, this preference shall apply only where the individuals are available and qualified to perform the work to which the employment relates.

16. Conformity to Plans and Specifications.

It will execute the project subject to plans, specifications, and schedules approved by the Secretary. Such plans, specifications, and schedules shall be submitted to the Secretary prior to commencement of site preparation, construction, or other performance under this grant agreement, and, upon approval of the Secretary, shall be incorporated into this grant agreement. Any modification to the approved plans, specifications, and schedules shall also be subject to approval of the Secretary, and incorporated into this grant agreement.

17. Construction Inspection and Approval.

It will provide and maintain competent technical supervision at the construction site throughout the project to assure that the work conforms to the plans, specifications, and schedules approved by the Secretary for the project. It shall subject the construction work on any project contained in an approved project application to inspection and approval by the Secretary and such work shall be in accordance with regulations and procedures prescribed by the Secretary. Such regulations and procedures shall require such cost and progress reporting by the sponsor or sponsors of such project as the Secretary shall deem necessary.

18. Planning Projects.

In carrying out planning projects:

- a. It will execute the project in accordance with the approved program narrative contained in the project application or with the modifications similarly approved.
- b. It will furnish the Secretary with such periodic reports as required pertaining to the planning project and planning work activities.
- c. It will include in all published material prepared in connection with the planning project a notice that the material was prepared under a grant provided by the United States.
- d. It will make such material available for examination by the public, and agrees that no material prepared with funds under this project shall be subject to copyright in the United States or any other country.
- e. It will give the Secretary unrestricted authority to publish, disclose, distribute, and otherwise use any of the material prepared in connection with this grant.
- f. It will grant the Secretary the right to disapprove the sponsor's employment of specific consultants and their subcontractors to do all or any part of this project as well as the right to disapprove the proposed scope and cost of professional services.
- g. It will grant the Secretary the right to disapprove the use of the sponsor's employees to do all or any part of the project.
- h. It understands and agrees that the Secretary's approval of this project grant or the Secretary's approval of any planning material developed as part of this grant does not constitute or imply any assurance or commitment on the part of the Secretary to approve any pending or future application for a Federal airport grant.

19. Operation and Maintenance.

- a. The airport and all facilities which are necessary to serve the aeronautical users of the airport, other than facilities owned or controlled by the United States, shall be operated at all times in a safe and serviceable condition and in accordance with the minimum standards as may be

required or prescribed by applicable Federal, state and local agencies for maintenance and operation. It will not cause or permit any activity or action thereon which would interfere with its use for airport purposes. It will suitably operate and maintain the airport and all facilities thereon or connected therewith, with due regard to climatic and flood conditions. Any proposal to temporarily close the airport for non-aeronautical purposes must first be approved by the Secretary. In furtherance of this assurance, the sponsor will have in effect arrangements for-

- 1) Operating the airport's aeronautical facilities whenever required;
 - 2) Promptly marking and lighting hazards resulting from airport conditions, including temporary conditions; and
 - 3) Promptly notifying airmen of any condition affecting aeronautical use of the airport. Nothing contained herein shall be construed to require that the airport be operated for aeronautical use during temporary periods when snow, flood or other climatic conditions interfere with such operation and maintenance. Further, nothing herein shall be construed as requiring the maintenance, repair, restoration, or replacement of any structure or facility which is substantially damaged or destroyed due to an act of God or other condition or circumstance beyond the control of the sponsor.
- b. It will suitably operate and maintain noise compatibility program items that it owns or controls upon which Federal funds have been expended.

20. Hazard Removal and Mitigation.

It will take appropriate action to assure that such terminal airspace as is required to protect instrument and visual operations to the airport (including established minimum flight altitudes) will be adequately cleared and protected by removing, lowering, relocating, marking, or lighting or otherwise mitigating existing airport hazards and by preventing the establishment or creation of future airport hazards.

21. Compatible Land Use.

It will take appropriate action, to the extent reasonable, including the adoption of zoning laws, to restrict the use of land adjacent to or in the immediate vicinity of the airport to activities and purposes compatible with normal airport operations, including landing and takeoff of aircraft. In addition, if the project is for noise compatibility program implementation, it will not cause or permit any change in land use, within its jurisdiction, that will reduce its compatibility, with respect to the airport, of the noise compatibility program measures upon which Federal funds have been expended.

22. Economic Nondiscrimination.

- a. It will make the airport available as an airport for public use on reasonable terms and without unjust discrimination to all types, kinds and classes of aeronautical activities, including commercial aeronautical activities offering services to the public at the airport.
- b. In any agreement, contract, lease, or other arrangement under which a right or privilege at the airport is granted to any person, firm, or corporation to conduct or to engage in any aeronautical activity for furnishing services to the public at the airport, the sponsor will insert and enforce provisions requiring the contractor to-
 - 1) furnish said services on a reasonable, and not unjustly discriminatory, basis to all users thereof, and
 - 2) charge reasonable, and not unjustly discriminatory, prices for each unit or service,

provided that the contractor may be allowed to make reasonable and nondiscriminatory discounts, rebates, or other similar types of price reductions to volume purchasers.

- a.) Each fixed-based operator at the airport shall be subject to the same rates, fees, rentals, and other charges as are uniformly applicable to all other fixed-based operators making the same or similar uses of such airport and utilizing the same or similar facilities.
- b.) Each air carrier using such airport shall have the right to service itself or to use any fixed-based operator that is authorized or permitted by the airport to serve any air carrier at such airport.
- c.) Each air carrier using such airport (whether as a tenant, non-tenant, or subtenant of another air carrier tenant) shall be subject to such nondiscriminatory and substantially comparable rules, regulations, conditions, rates, fees, rentals, and other charges with respect to facilities directly and substantially related to providing air transportation as are applicable to all such air carriers which make similar use of such airport and utilize similar facilities, subject to reasonable classifications such as tenants or non-tenants and signatory carriers and non-signatory carriers. Classification or status as tenant or signatory shall not be unreasonably withheld by any airport provided an air carrier assumes obligations substantially similar to those already imposed on air carriers in such classification or status.
- d.) It will not exercise or grant any right or privilege which operates to prevent any person, firm, or corporation operating aircraft on the airport from performing any services on its own aircraft with its own employees [including, but not limited to maintenance, repair, and fueling] that it may choose to perform.
- e.) In the event the sponsor itself exercises any of the rights and privileges referred to in this assurance, the services involved will be provided on the same conditions as would apply to the furnishing of such services by commercial aeronautical service providers authorized by the sponsor under these provisions.
- f.) The sponsor may establish such reasonable, and not unjustly discriminatory, conditions to be met by all users of the airport as may be necessary for the safe and efficient operation of the airport.
- g.) The sponsor may prohibit or limit any given type, kind or class of aeronautical use of the airport if such action is necessary for the safe operation of the airport or necessary to serve the civil aviation needs of the public.

23. Exclusive Rights.

It will permit no exclusive right for the use of the airport by any person providing, or intending to provide, aeronautical services to the public. For purposes of this paragraph, the providing of the services at an airport by a single fixed-based operator shall not be construed as an exclusive right if both of the following apply:

- a. It would be unreasonably costly, burdensome, or impractical for more than one fixed-based operator to provide such services, and
- b. If allowing more than one fixed-based operator to provide such services would require the reduction of space leased pursuant to an existing agreement between such single fixed-based operator and such airport. It further agrees that it will not, either directly or indirectly, grant or permit any person, firm, or corporation, the exclusive right at the airport to conduct any aeronautical activities, including, but not limited to charter flights, pilot training, aircraft rental

and sightseeing, aerial photography, crop dusting, aerial advertising and surveying, air carrier operations, aircraft sales and services, sale of aviation petroleum products whether or not conducted in conjunction with other aeronautical activity, repair and maintenance of aircraft, sale of aircraft parts, and any other activities which because of their direct relationship to the operation of aircraft can be regarded as an aeronautical activity, and that it will terminate any exclusive right to conduct an aeronautical activity now existing at such an airport before the grant of any assistance under Title 49, United States Code.

24. Fee and Rental Structure.

It will maintain a fee and rental structure for the facilities and services at the airport which will make the airport as self-sustaining as possible under the circumstances existing at the particular airport, taking into account such factors as the volume of traffic and economy of collection. No part of the Federal share of an airport development, airport planning or noise compatibility project for which a grant is made under Title 49, United States Code, the Airport and Airway Improvement Act of 1982, the Federal Airport Act or the Airport and Airway Development Act of 1970 shall be included in the rate basis in establishing fees, rates, and charges for users of that airport.

25. Airport Revenues.

- a. All revenues generated by the airport and any local taxes on aviation fuel established after December 30, 1987, will be expended by it for the capital or operating costs of the airport; the local airport system; or other local facilities which are owned or operated by the owner or operator of the airport and which are directly and substantially related to the actual air transportation of passengers or property; or for noise mitigation purposes on or off the airport. The following exceptions apply to this paragraph:
 - 1) If covenants or assurances in debt obligations issued before September 3, 1982, by the owner or operator of the airport, or provisions enacted before September 3, 1982, in governing statutes controlling the owner or operator's financing, provide for the use of the revenues from any of the airport owner or operator's facilities, including the airport, to support not only the airport but also the airport owner or operator's general debt obligations or other facilities, then this limitation on the use of all revenues generated by the airport (and, in the case of a public airport, local taxes on aviation fuel) shall not apply.
 - 2) If the Secretary approves the sale of a privately owned airport to a public sponsor and provides funding for any portion of the public sponsor's acquisition of land, this limitation on the use of all revenues generated by the sale shall not apply to certain proceeds from the sale. This is conditioned on repayment to the Secretary by the private owner of an amount equal to the remaining unamortized portion (amortized over a 20-year period) of any airport improvement grant made to the private owner for any purpose other than land acquisition on or after October 1, 1996, plus an amount equal to the federal share of the current fair market value of any land acquired with an airport improvement grant made to that airport on or after October 1, 1996.
 - 3) Certain revenue derived from or generated by mineral extraction, production, lease, or other means at a general aviation airport (as defined at Section 47102 of title 49 United States Code), if the FAA determines the airport sponsor meets the requirements set forth in Sec. 813 of Public Law 112-95.
 - a.) As part of the annual audit required under the Single Audit Act of 1984, the sponsor will direct that the audit will review, and the resulting audit report will provide an opinion concerning, the use of airport revenue and taxes in paragraph (a), and indicating whether funds paid or transferred to the owner or operator are paid or transferred in a

manner consistent with Title 49, United States Code and any other applicable provision of law, including any regulation promulgated by the Secretary or Administrator.

- b.) Any civil penalties or other sanctions will be imposed for violation of this assurance in accordance with the provisions of Section 47107 of Title 49, United States Code.

26. Reports and Inspections.

It will:

- a. submit to the Secretary such annual or special financial and operations reports as the Secretary may reasonably request and make such reports available to the public; make available to the public at reasonable times and places a report of the airport budget in a format prescribed by the Secretary;
- b. for airport development projects, make the airport and all airport records and documents affecting the airport, including deeds, leases, operation and use agreements, regulations and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request;
- c. for noise compatibility program projects, make records and documents relating to the project and continued compliance with the terms, conditions, and assurances of this grant agreement including deeds, leases, agreements, regulations, and other instruments, available for inspection by any duly authorized agent of the Secretary upon reasonable request; and
- d. in a format and time prescribed by the Secretary, provide to the Secretary and make available to the public following each of its fiscal years, an annual report listing in detail:
 - 1) all amounts paid by the airport to any other unit of government and the purposes for which each such payment was made; and
 - 2) all services and property provided by the airport to other units of government and the amount of compensation received for provision of each such service and property.

27. Use by Government Aircraft.

It will make available all of the facilities of the airport developed with Federal financial assistance and all those usable for landing and takeoff of aircraft to the United States for use by Government aircraft in common with other aircraft at all times without charge, except, if the use by Government aircraft is substantial, charge may be made for a reasonable share, proportional to such use, for the cost of operating and maintaining the facilities used. Unless otherwise determined by the Secretary, or otherwise agreed to by the sponsor and the using agency, substantial use of an airport by Government aircraft will be considered to exist when operations of such aircraft are in excess of those which, in the opinion of the Secretary, would unduly interfere with use of the landing areas by other authorized aircraft, or during any calendar month that –

- a. by gross weights of such aircraft) is in excess of five million pounds Five (5) or more Government aircraft are regularly based at the airport or on land adjacent thereto; or
- b. The total number of movements (counting each landing as a movement) of Government aircraft is 300 or more, or the gross accumulative weight of Government aircraft using the airport (the total movement of Government aircraft multiplied.

28. Land for Federal Facilities.

It will furnish without cost to the Federal Government for use in connection with any air traffic control or air navigation activities, or weather-reporting and communication activities related to air traffic control, any areas of land or water, or estate therein, or rights in buildings of the sponsor as the Secretary considers necessary or desirable for construction, operation, and maintenance at

Federal expense of space or facilities for such purposes. Such areas or any portion thereof will be made available as provided herein within four months after receipt of a written request from the Secretary.

29. Airport Layout Plan.

- a. It will keep up to date at all times an airport layout plan of the airport showing:
 - 1) boundaries of the airport and all proposed additions thereto, together with the boundaries of all offsite areas owned or controlled by the sponsor for airport purposes and proposed additions thereto;
 - 2) the location and nature of all existing and proposed airport facilities and structures (such as runways, taxiways, aprons, terminal buildings, hangars and roads), including all proposed extensions and reductions of existing airport facilities;
 - 3) the location of all existing and proposed nonaviation areas and of all existing improvements thereon; and
 - 4) all proposed and existing access points used to taxi aircraft across the airport's property boundary. Such airport layout plans and each amendment, revision, or modification thereof, shall be subject to the approval of the Secretary which approval shall be evidenced by the signature of a duly authorized representative of the Secretary on the face of the airport layout plan. The sponsor will not make or permit any changes or alterations in the airport or any of its facilities which are not in conformity with the airport layout plan as approved by the Secretary and which might, in the opinion of the Secretary, adversely affect the safety, utility or efficiency of the airport.
 - a.) If a change or alteration in the airport or the facilities is made which the Secretary determines adversely affects the safety, utility, or efficiency of any federally owned, leased, or funded property on or off the airport and which is not in conformity with the airport layout plan as approved by the Secretary, the owner or operator will, if requested, by the Secretary (1) eliminate such adverse effect in a manner approved by the Secretary; or (2) bear all costs of relocating such property (or replacement thereof) to a site acceptable to the Secretary and all costs of restoring such property (or replacement thereof) to the level of safety, utility, efficiency, and cost of operation existing before the unapproved change in the airport or its facilities except in the case of a relocation or replacement of an existing airport facility due to a change in the Secretary's design standards beyond the control of the airport sponsor.

30. Civil Rights.

It will promptly take any measures necessary to ensure that no person in the United States shall, on the grounds of race, creed, color, national origin, sex, age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in any activity conducted with, or benefiting from, funds received from this grant.

- a. Using the definitions of activity, facility and program as found and defined in §§ 21.23 (b) and 21.23 (e) of 49 CFR § 21, the sponsor will facilitate all programs, operate all facilities, or conduct all programs in compliance with all non-discrimination requirements imposed by, or pursuant to these assurances.
- b. Applicability

Programs and Activities. If the sponsor has received a grant (or other federal assistance) for any of the sponsor's program or activities, these requirements extend to all of the

sponsor's programs and activities.

- 5) Facilities. Where it receives a grant or other federal financial assistance to construct, expand, renovate, remodel, alter or acquire a facility, or part of a facility, the assurance extends to the entire facility and facilities operated in connection therewith.
- 6) Real Property. Where the sponsor receives a grant or other Federal financial assistance in the form of, or for the acquisition of real property or an interest in real property, the assurance will extend to rights to space on, over, or under such property.

c. Duration.

The sponsor agrees that it is obligated to this assurance for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the assurance obligates the sponsor, or any transferee for the longer of the following periods:

- 1) So long as the airport is used as an airport, or for another purpose involving the provision of similar services or benefits; or
- 2) So long as the sponsor retains ownership or possession of the property.

d. Required Solicitation Language. It will include the following notification in all solicitations for bids, Requests For Proposals for work, or material under this grant agreement and in all proposals for agreements, including airport concessions, regardless of funding source:

"The **(Name of Sponsor)**, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises and airport concession disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."

e. Required Contract Provisions.

- 1) It will insert the non-discrimination contract clauses requiring compliance with the acts and regulations relative to non-discrimination in Federally-assisted programs of the DOT, and incorporating the acts and regulations into the contracts by reference in every contract or agreement subject to the non-discrimination in Federally-assisted programs of the DOT acts and regulations.
- 2) It will include a list of the pertinent non-discrimination authorities in every contract that is subject to the non-discrimination acts and regulations.
- 3) It will insert non-discrimination contract clauses as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a sponsor.
- 4) It will insert non-discrimination contract clauses prohibiting discrimination on the basis of race, color, national origin, creed, sex, age, or handicap as a covenant running with the land, in any future deeds, leases, license, permits, or similar instruments entered into by the sponsor with other parties:
 - a.) For the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and

- b.) For the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
- f. It will provide for such methods of administration for the program as are found by the Secretary to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the acts, the regulations, and this assurance.
- g. It agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the acts, the regulations, and this assurance.

31. Disposal of Land.

- a. For land purchased under a grant for airport noise compatibility purposes, including land serving as a noise buffer, it will dispose of the land, when the land is no longer needed for such purposes, at fair market value, at the earliest practicable time. That portion of the proceeds of such disposition which is proportionate to the United States' share of acquisition of such land will be, at the discretion of the Secretary, (1) reinvested in another project at the airport, or (2) transferred to another eligible airport as prescribed by the Secretary. The Secretary shall give preference to the following, in descending order, (1) reinvestment in an approved noise compatibility project, (2) reinvestment in an approved project that is eligible for grant funding under Section 47117(e) of title 49 United States Code, (3) reinvestment in an approved airport development project that is eligible for grant funding under Sections 47114, 47115, or 47117 of title 49 United States Code, (4) transferred to an eligible sponsor of another public airport to be reinvested in an approved noise compatibility project at that airport, and (5) paid to the Secretary for deposit in the Airport and Airway Trust Fund. If land acquired under a grant for noise compatibility purposes is leased at fair market value and consistent with noise buffering purposes, the lease will not be considered a disposal of the land. Revenues derived from such a lease may be used for an approved airport development project that would otherwise be eligible for grant funding or any permitted use of airport revenue.
- b. For land purchased under a grant for airport development purposes (other than noise compatibility), it will, when the land is no longer needed for airport purposes, dispose of such land at fair market value or make available to the Secretary an amount equal to the United States' proportionate share of the fair market value of the land. That portion of the proceeds of such disposition which is proportionate to the United States' share of the cost of acquisition of such land will, (1) upon application to the Secretary, be reinvested or transferred to another eligible airport as prescribed by the Secretary. The Secretary shall give preference to the following, in descending order: (1) reinvestment in an approved noise compatibility project, (2) reinvestment in an approved project that is eligible for grant funding under Section 47117(e) of title 49 United States Code, (3) reinvestment in an approved airport development project that is eligible for grant funding under Sections 47114, 47115, or 47117 of title 49 United States Code, (4) transferred to an eligible sponsor of another public airport to be reinvested in an approved noise compatibility project at that airport, and (5) paid to the Secretary for deposit in the Airport and Airway Trust Fund.
- c. Land shall be considered to be needed for airport purposes under this assurance if (1) it may be needed for aeronautical purposes (including runway protection zones) or serve as noise buffer land, and (2) the revenue from interim uses of such land contributes to the financial self-sufficiency of the airport. Further, land purchased with a grant received by an airport operator or owner before December 31, 1987, will be considered to be needed for airport purposes if the Secretary or Federal agency making such grant before December 31, 1987, was

notified by the operator or owner of the uses of such land, did not object to such use, and the land continues to be used for that purpose, such use having commenced no later than December 15, 1989.

- d. Disposition of such land under (a) (b) or (c) will be subject to the retention or reservation of any interest or right therein necessary to ensure that such land will only be used for purposes which are compatible with noise levels associated with operation of the airport.

32. Engineering and Design Services.

It will award each contract, or sub-contract for program management, construction management, planning studies, feasibility studies, architectural services, preliminary engineering, design, engineering, surveying, mapping or related services with respect to the project in the same manner as a contract for architectural and engineering services is negotiated under Title IX of the Federal Property and Administrative Services Act of 1949 or an equivalent qualifications-based requirement prescribed for or by the sponsor of the airport.

33. Foreign Market Restrictions.

It will not allow funds provided under this grant to be used to fund any project which uses any product or service of a foreign country during the period in which such foreign country is listed by the United States Trade Representative as denying fair and equitable market opportunities for products and suppliers of the United States in procurement and construction.

34. Policies, Standards, and Specifications.

It will carry out the project in accordance with policies, standards, and specifications approved by the Secretary including, but not limited to, the advisory circulars listed in the Current FAA Advisory Circulars for AIP projects, dated January 24, 2017 and included in this grant, and in accordance with applicable state policies, standards, and specifications approved by the Secretary.

35. Relocation and Real Property Acquisition.

- a. It will be guided in acquiring real property, to the greatest extent practicable under State law, by the land acquisition policies in Subpart B of 49 CFR Part 24 and will pay or reimburse property owners for necessary expenses as specified in Subpart B.
- b. It will provide a relocation assistance program offering the services described in Subpart C and fair and reasonable relocation payments and assistance to displaced persons as required in Subpart D and E of 49 CFR Part 24.
- c. It will make available within a reasonable period of time prior to displacement, comparable replacement dwellings to displaced persons in accordance with Subpart E of 49 CFR Part 24.

36. Access By Intercity Buses.

The airport owner or operator will permit, to the maximum extent practicable, intercity buses or other modes of transportation to have access to the airport; however, it has no obligation to fund special facilities for intercity buses or for other modes of transportation.

37. Disadvantaged Business Enterprises.

The sponsor shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any DOT-assisted contract covered by 49 CFR Part 26, or in the award and performance of any concession activity contract covered by 49 CFR Part 23. In addition, the sponsor shall not discriminate on the basis of race, color, national origin or sex in the administration of its DBE and ACDBE programs or the requirements of 49 CFR Parts 23 and 26. The sponsor shall take all necessary and reasonable steps under 49 CFR Parts 23 and 26 to ensure

nondiscrimination in the award and administration of DOT-assisted contracts, and/or concession contracts. The sponsor's DBE and ACDBE programs, as required by 49 CFR Parts 26 and 23, and as approved by DOT, are incorporated by reference in this agreement. Implementation of these programs is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the sponsor of its failure to carry out its approved program, the Department may impose sanctions as provided for under Parts 26 and 23 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1936 (31 U.S.C. 3801).

38. Hangar Construction.

If the airport owner or operator and a person who owns an aircraft agree that a hangar is to be constructed at the airport for the aircraft at the aircraft owner's expense, the airport owner or operator will grant to the aircraft owner for the hangar a long term lease that is subject to such terms and conditions on the hangar as the airport owner or operator may impose.

39. Competitive Access.

- a. If the airport owner or operator of a medium or large hub airport (as defined in section 47102 of title 49, U.S.C.) has been unable to accommodate one or more requests by an air carrier for access to gates or other facilities at that airport in order to allow the air carrier to provide service to the airport or to expand service at the airport, the airport owner or operator shall transmit a report to the Secretary that-
 - 1) Describes the requests;
 - 2) Provides an explanation as to why the requests could not be accommodated; and
 - 3) Provides a time frame within which, if any, the airport will be able to accommodate the requests.
- b. Such report shall be due on either February 1 or August 1 of each year if the airport has been unable to accommodate the request(s) in the six month period prior to the applicable due date.



FAA Airports

Current FAA Advisory Circulars Required for Use in AIP Funded and PFC Approved Projects

Updated: 2/20/2018

View the most current versions of these ACs and any associated changes at:
http://www.faa.gov/airports/resources/advisory_circulars and
http://www.faa.gov/regulations_policies/advisory_circulars/

NUMBER	TITLE
70/7460-1L Change 1	Obstruction Marking and Lighting
150/5020-1	Noise Control and Compatibility Planning for Airports
150/5070-6B Changes 1- 2	Airport Master Plans
150/5070-7 Change 1	The Airport System Planning Process
150/5100-13B	Development of State Standards for Nonprimary Airports
150/5200-28F	Notices to Airmen (NOTAMS) for Airport Operators
150/5200-30D Change 1	Airport Field Condition Assessments and Winter Operations Safety
150/5200-31C Changes 1-2	Airport Emergency Plan
150/5210-5D	Painting, Marking, and Lighting of Vehicles Used on an Airport
150/5210-7D	Aircraft Rescue and Fire Fighting Communications
150/5210-13C	Airport Water Rescue Plans and Equipment
150/5210-14B	Aircraft Rescue Fire Fighting Equipment, Tools and Clothing
150/5210-15A	Aircraft Rescue and Firefighting Station Building Design

NUMBER	TITLE
150/5210-18A	Systems for Interactive Training of Airport Personnel
150/5210-19A	Driver's Enhanced Vision System (DEVS)
150/5220-10E	Guide Specification for Aircraft Rescue and Fire Fighting (ARFF) Vehicles
150/5220-16E	Automated Weather Observing Systems (AWOS) for Non-Federal Applications
150/5220-17B	Aircraft Rescue and Fire Fighting (ARFF) Training Facilities
150/5220-18A	Buildings for Storage and Maintenance of Airport Snow and Ice Control Equipment and Materials
150/5220-20A	Airport Snow and Ice Control Equipment
150/5220-21C	Aircraft Boarding Equipment
150/5220-22B	Engineered Materials Arresting Systems (EMAS) for Aircraft Overruns
150/5220-23	Frangible Connections
150/5220-24	Foreign Object Debris Detection Equipment
150/5220-25	Airport Avian Radar Systems
150/5220-26 Changes 1-2	Airport Ground Vehicle Automatic Dependent Surveillance - Broadcast (ADS-B) Out Squitter Equipment
150/5300-7B	FAA Policy on Facility Relocations Occasioned by Airport Improvements of Changes
150/5300-13A Change 1	Airport Design
150/5300-14C	Design of Aircraft Deicing Facilities
150/5300-16A	General Guidance and Specifications for Aeronautical Surveys: Establishment of Geodetic Control and Submission to the National Geodetic Survey
150/5300-17C Change 1	Standards for Using Remote Sensing Technologies in Airport Surveys
150/5300-18B Change 1	General Guidance and Specifications for Submission of Aeronautical Surveys to NGS: Field Data Collection and Geographic Information System (GIS) Standards
150/5320-5D	Airport Drainage Design
150/5320-6F	Airport Pavement Design and Evaluation

NUMBER	TITLE
150/5320-12C Changes 1-8	Measurement, Construction, and Maintenance of Skid Resistant Airport Pavement Surfaces
150/5320-15A	Management of Airport Industrial Waste
150/5235-4B	Runway Length Requirements for Airport Design
150/5335-5C	Standardized Method of Reporting Airport Pavement Strength - PCN
150/5340-1L	Standards for Airport Markings
150/5340-5D	Segmented Circle Airport Marker System
150/5340-18F	Standards for Airport Sign Systems
150/5340-26C	Maintenance of Airport Visual Aid Facilities
150/5340-30J	Design and Installation Details for Airport Visual Aids
150/5345-3G	Specification for L-821, Panels for the Control of Airport Lighting
150/5345-5B	Circuit Selector Switch
150/5345-7F	Specification for L-824 Underground Electrical Cable for Airport Lighting Circuits
150/5345-10H	Specification for Constant Current Regulators and Regulator Monitors
150/5345-12F	Specification for Airport and Heliport Beacons
150/5345-13B	Specification for L-841 Auxiliary Relay Cabinet Assembly for Pilot Control of Airport Lighting Circuits
150/5345-26D	FAA Specification For L-823 Plug and Receptacle, Cable Connectors
150/5345-27E	Specification for Wind Cone Assemblies
150/5345-28G	Precision Approach Path Indicator (PAPI) Systems
150/5345-39D	Specification for L-853, Runway and Taxiway Retro reflective Markers
150/5345-42H	Specification for Airport Light Bases, Transformer Housings, Junction Boxes, and Accessories
150/5345-43H	Specification for Obstruction Lighting Equipment
150/5345-44K	Specification for Runway and Taxiway Signs
150/5345-45C	Low-Impact Resistant (LIR) Structures

NUMBER	TITLE
150/5345-46E	Specification for Runway and Taxiway Light Fixtures
150/5345-47C	Specification for Series to Series Isolation Transformers for Airport Lighting Systems
150/5345-49D	Specification L-854, Radio Control Equipment
150/5345-50B	Specification for Portable Runway and Taxiway Lights
150/5345-51B	Specification for Discharge-Type Flashing Light Equipment
150/5345-52A	Generic Visual Glideslope Indicators (GVGI)
150/5345-53D	Airport Lighting Equipment Certification Program
150/5345-54B	Specification for L-884, Power and Control Unit for Land and Hold Short Lighting Systems
150/5345-55A	Specification for L-893, Lighted Visual Aid to Indicate Temporary Runway Closure
150/5345-56B	Specification for L-890 Airport Lighting Control and Monitoring System (ALCMS)
150/5360-12F	Airport Signing and Graphics
150/5360-13 Change 1	Planning and Design Guidelines for Airport Terminal Facilities
150/5360-14A	Access to Airports By Individuals With Disabilities
150/5370-2G	Operational Safety on Airports During Construction
150/5370-10G	Standards for Specifying Construction of Airports
150/5370-11B	Use of Nondestructive Testing in the Evaluation of Airport Pavements
150/5370-13A	Off-Peak Construction of Airport Pavements Using Hot-Mix Asphalt
150/5370-15B	Airside Applications for Artificial Turf
150/5370-16	Rapid Construction of Rigid (Portland Cement Concrete) Airfield Pavements
150/5370-17	Airside Use of Heated Pavement Systems
150/5390-2C	Heliport Design
150/5395-1A	Seaplane Bases

THE FOLLOWING ADDITIONAL APPLY TO AIP PROJECTS ONLY

Updated: 2/20/2018

NUMBER	TITLE
150/5100-14E Change 1	Architectural, Engineering, and Planning Consultant Services for Airport Grant Projects
150/5100-17 Changes 1 - 7	Land Acquisition and Relocation Assistance for Airport Improvement Program Assisted Projects
150/5300-15A	Use of Value Engineering for Engineering Design of Airport Grant Projects
150/5320-17A	Airfield Pavement Surface Evaluation and Rating Manuals
150/5370-12B	Quality Management for Federally Funded Airport Construction Projects
150/5380-6C	Guidelines and Procedures for Maintenance of Airport Pavements
150/5380-7B	Airport Pavement Management Program
150/5380-9	Guidelines and Procedures for Measuring Airfield Pavement Roughness

COUNCIL ACTION FORM

**SUBJECT: AMES ECONOMIC DEVELOPMENT COMMISSION 2017/18 FUNDING
CONTRACT WITH AMENDMENT**

BACKGROUND:

The City's FY 2018/19 adopted budget includes funds for the Ames Economic Development Commission (AEDC) to conduct economic development activities on behalf of the City. An agreement was previously approved outlining the responsibilities of the AEDC in conducting this work. The original agreement provides \$150,000 to the AEDC in exchange for two main services: \$90,000 of this amount purchases business recruitment and marketing services, and the remaining \$60,000 continues funding the services of the City Business Development Coordinator, who provides guidance to prospective businesses and developers as they navigate the development process.

An amendment has been added to this contract to include an additional task (No. 6) identified at the City Council goal-setting sessions. The amendment says the AEDC will "collect feedback from developers, builders, engineers, and architects regarding the City's building codes and enforcement processes to determine what elements, including interpretation, might be impediments to improving the housing stock in Ames and share this input with the City Council."

During the recent annual report made to the City Council by the AEDC, it was apparent that this task was not accomplished in FY 2017/18 as requested. Therefore, this additional task has been added to the Scope of Services in the AEDC contract with the City. It should be noted that this contract replaces the recently approved contract

ALTERNATIVES:

1. Approve the attached amended Ames Economic Development Commission agreement for FY 2018/19.
2. Do not approve the amended Ames Economic Development Commission agreement for FY 2018/19.

MANAGER'S RECOMMENDED ACTION:

The City Council has allocated funds in the City Budget for FY 2018/19 for economic development activities. The City Council has historically contracted with AEDC to conduct these activities on behalf of the City. Since an important task requested by the City Council was not been completed, it is being incorporated into the formal contract to assure its completion. This action will require an amendment to the recently approved FY 208/19 contract.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the attached amended Ames Economic Development Commission agreement for FY 2018/19.

In addition to the \$150,000 that is appropriated for the annual services provided by the AEDC, the City Council also approved an additional \$15,000 in a special appropriation in FY 2018/19 for a new workforce recruitment program that will be initiated by the AEDC. The City Council will be asked to approve a separate agreement for this one-time service at an upcoming meeting.

CONTRACT FOR ECONOMIC DEVELOPMENT SERVICES

THIS AGREEMENT, made and entered into the 1st day of July, 2018, by and between the CITY OF AMES, IOWA, a municipal corporation organized and existing pursuant to the laws of the State of Iowa (hereinafter called "City") and the Ames Economic Development Commission, an adjunct of the Ames Chamber of Commerce (hereinafter called the AEDC);

WITNESSETH THAT:

WHEREAS, the City of Ames desires to purchase certain services from said organization in lieu of hiring additional permanent staff and expending additional City funds to accomplish these services;

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

I

PURPOSE

The purpose of this Agreement is to procure for the City and its citizens certain economic development-related services as hereinafter described and set out; to establish the methods, procedures, terms and conditions governing payment by the City of Ames for such services; and, to establish other duties, responsibilities, terms and conditions mutually undertaken and agreed to by the parties hereto in consideration of the services to be performed and monies paid.

II

SCOPE OF SERVICES

A. In consideration for the payment of \$90,000 in accordance with Section III, the AEDC shall provide the following economic development-related services to the City of Ames and its citizens during the term of this agreement:

1. The AEDC will serve as the lead contact for business representatives hoping to locate in Ames or to expand in our community. In this capacity the President of the AEDC will respond to information requests, coordinate the completion and submittal of state and local incentive applications, and show available industrial and commercial sites to prospects.
2. The AEDC will visit annually with all major companies to identify challenges and opportunities facing Ames businesses.
3. The AEDC will serve as the primary marketing entity for business recruitment to highlight Ames.
4. The AEDC will deploy an aggressive marketing campaign that will focus on targeted industries such as ag-biotechnology and advanced manufacturing businesses that do not overtax our infrastructure.
5. The AEDC will invest in significantly revising its marketing materials including website, brochures, and proposal packets to better reflect the image of Ames as a great place to do business.

- 6. The AEDC will collect feedback from developers, builders, engineers, and architects regarding the City's building codes and enforcement processes to determine what elements, including interpretation, might be impediments to improving the housing stock in Ames and share this input with the City Council.**

B. In consideration for the payment of \$60,000 in accordance with Section III, the AEDC shall provide the following economic development marketing and liaison services related to the City of Ames and its citizens during the term of this agreement by maintaining a jointly funded Business Development & Marketing position to carry out the following duties and tasks:

1. Focus on the development of "small" or new businesses start-ups in the retail, commercial, and industrial sectors by: a) assisting with the recruitment and/or expansion of these types of businesses in the community; b) assisting entrepreneurs as they navigate through the various City, State, and Federal approval processes; and c) assisting entrepreneurs in obtaining the services available through the Small Business Development Center.
2. Serve as the City Economic Development Liaison; work closely with developers and clients that need assistance in working through the City of Ames approval processes. This will include periodic meetings with the City Manager to keep him apprised of progress related to serving in the Liaison capacity.
3. Provide input on communication pieces that will highlight the efforts of the AEDC and the City of Ames related to the positive developments in the community where the City and/or the AEDC have played an integral role.
4. Implement an aggressive marketing plan focused on targeted industries that dovetail with the competencies of Iowa State University related to food and nutrition technology, plant biotechnology, information technology, and animal science. These efforts should not be limited to the aforementioned, as the AEDC service territory includes site options for advanced manufacturing and distribution facilities.
5. Maintain frequent communication with stakeholders such as the Iowa Department of Economic Development, Alliant Energy, Iowa State University, and partners of the Ames-Des Moines Corridor.
6. Maintain, in conjunction with the President & CEO and Vice-President of Existing Industry, a current list of active projects via the AEDC's internal project tracking system.
7. Maintain a current list of consultants and site selectors, with assistance from the Director of Member Services & Organizational Programming, for periodic mailings and contacts in various markets so that the AEDC has a fresh list to choose from when visiting various locations around the U.S.
8. Review and analyze, with the President & CEO and Vice-President of Existing Industry, potential recipients of assistance from various economic development incentive offering entities.
9. Assist other AEDC/Ames Chamber of Commerce staff in responding to inquiries and working with economic development prospects, consultants, and supplier contacts, as needed.
10. Provide input into the overall plan of the AEDC and assist in its implementation where appropriate.
11. The position will be jointly supervised by the President and CEO of the Ames Economic Development Commission and the Ames City Manager. As such, perform work as assigned by the City Manager related to the liaison activities and the President and CEO of the AEDC related to marketing activities.
12. The position will be expected to periodically use a secondary office provided in the City Manager's office to better assure assimilation into the City of Ames organization.

III

METHOD OF PAYMENT

A. All payments to be made by the City of Ames pursuant to Section II.A of this Agreement shall be reimbursement for actual costs incurred by AEDC in providing services required by Section II.A above. Payments made by the City of Ames pursuant to Section II.B of this Agreement shall be made in advance of services provide per terms in section III B of this Agreement.

B. The City will disburse payments twice annually on requisitions of the AEDC in January and July of each year. Requisitions for services pursuant to Section II.A will be on a reimbursement basis and reflect cost for delivery of services for the prior six months. Requisitions for services pursuant to Section II.B will be one-half (\$30,000) of the City's annual contribution for the jointly funded position and paid in advance. If the jointly held position is vacant for more than 30 days, AEDC will provide the City with a pro-rata refund for the payment made in advance.

Requisitions for disbursement shall be made in such form and in accordance with such procedures as the Director of Finance for the City shall prescribe. Said form shall include, but not be limited to, an itemization of the nature and amount of costs for which reimbursement is requested, and must be filled out completely.

C. The maximum total amount payable by the City of Ames under this agreement is \$150,000 as detailed in the SCOPE OF SERVICES (Section II of this contract), and no greater amount shall be paid.

IV

FINANCIAL ACCOUNTING AND ADMINISTRATION

A. All monies disbursed under this Agreement shall be accounted for by the accrual method of accounting.

B. Monies disbursed to AEDC by the City will be deposited by AEDC in an account under the AEDC's name, with a bank located in Story County, Iowa. All checks drawn on the said account shall bear a memorandum line on which the drawer shall note the nature of the costs for which the check is drawn in payment, and the program(s) of service.

C. All costs for which reimbursement is claimed shall be supported by documentation evidencing in proper detail the nature and propriety of the charges. All checks or other accounting documents pertaining in whole or in part to this Agreement shall be clearly identified as such and readily accessible for examination and audit by the City or its authorized representative.

D. All records shall be maintained in accordance with procedures and requirements as established by the City Finance Director, and the City Finance Director may, prior to any disbursement under this Agreement, conduct a pre-audit of record keeping and financial accounting procedures of the AEDC for the purpose of determining changes and modifications necessary with respect to accounting for funds made available hereunder. All records and documents required by this Agreement shall be maintained for a period of three (3) years following final disbursement by the City.

E. At such time and in such form as the City may require, there shall be furnished to the City such statements, records, reports, data, and information as the City may require with respect to the use made of monies disbursed hereunder.

F. At any time during normal business hours, and as often as the City may deem necessary, there shall be made available to the City for examination all records with respect to all matters covered by this Agreement and AEDC will permit the City to audit, examine, and make excerpts or transcripts from such records.

V

REPRESENTATION ON THE BOARD OF DIRECTORS

It is agreed that the City of Ames will be guaranteed three representatives on the AEDC Board of Directors (two City Council members appointed by the Mayor, and the City Manager). Furthermore, the City Manager will be guaranteed membership on the Executive Committee of the Board of Directors.

VI

SUMMARY REPORT

The AEDC further agrees to provide the City of Ames a written report no later than June 14, 2019, summarizing the accomplishments of the activities promised in Section II.

VII

DURATION

This Agreement shall be in full force and effect from and after July 1, 2018, until June 30, 2019.

VIII

DISCRIMINATION PROHIBITED

In accordance with Chapter 14 of the Municipal Code, no person shall, on the grounds of age, race, color, creed, religion, national origin, disability, sexual orientation, or sex be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity funded in whole or in part with funds made available under this Agreement.

IN WITNESS WHEREOF the parties hereto have, by their authorized representatives, set their hand and seal as of the date first above written.

CITY OF AMES, IOWA

ATTEST:

BY _____

John A. Haila, Mayor

Diane Voss, City Clerk

AMES ECONOMIC DEVELOPMENT COMMISSION

BY _____

Daniel A. Culhane, President/CEO

COUNCIL ACTION FORM

SUBJECT: WATER POLLUTION CONTROL FACILITY LAUNDER COVERS

BACKGROUND:

The Water Pollution Control Facility has two final clarifiers. During normal operation these two units are the last treatment step before ultraviolet disinfection. The treated water leaving the clarifiers is so clear that algae grow on the launders (the overflow rings around the perimeter of the clarifiers). These long, stringy algae will break off and get caught on the ultraviolet bulbs of the disinfection system, hindering the effectiveness of the system. The algae can also cause the facility to violate its permit limit for suspended solids. Placing sunlight covers over the launders will help cut down on this problem.

Staff has prepared specifications for the purchase and installation of launder covers on the two final clarifiers. The engineer's estimate for this work is \$180,000. The FY18/19 CIP includes \$195,000 for the project.

ALTERNATIVES:

1. Issue preliminary approval of specifications to install launder covers on the final clarifiers at the City's Water Pollution Control Facility, and issue a notice to bidders setting August 15, 2018, as the bid due date and August 28, 2018, as the date of public hearing.
2. Do not issue preliminary approval of specifications and a notice to bidders at this time.

MANAGER'S RECOMMENDED ACTION:

The facility has a long track record of permit compliance. Installing the covers and preventing algal growth will help preserve the water quality being returned to the South Skunk River and continue the exemplary performance of the facility. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.

COUNCIL ACTION FORM

**SUBJECT: REQUEST TO WAIVE FORMAL BIDDING REQUIREMENTS AND
AUTHORIZE PURCHASE OF PUBLIC SAFETY SOFTWARE
MAINTENANCE FROM SUPERION PUBLIC SECTOR**

BACKGROUND:

On June 14, 2005, the City entered into a 28E Agreement with Iowa State University and the Story County Sheriff's Office supporting a joint computer network for public safety. This agreement included sharing of the network costs.

The total cost associated with the operation of the network was approved by the City Council as part of the FY 2018/19 budget process and included \$159,994 for existing Superion Public Sector software maintenance. As part of the 28E Agreement, the City is responsible for arranging and payment of software maintenance. This cost is later shared per terms of the agreement.

Iowa State University Public Safety	\$ 43,125
Story County Sheriff	43,125
City of Ames Police	43,125
E911 Service Board	27,611
City of Ames Fire	3,008
TOTAL	\$ 159,994

Superion Public Sector is the shared public safety software vendor for the Computer Aided Dispatch, Police Records, Investigations, Mobile, Jail, Internal Affairs, Phase II Wireless Call Mapping, NCIC/State Interface, and reporting applications. The City contracts with the vendor on an annual basis for maintenance services. Superion Public Sector is the sole provider of maintenance for these software applications.

Included in this yearly maintenance is 24-hour programming support, software upgrades on all applications throughout the year, and eligibility to take part in the annual Superion Users' Group meeting where software enhancements are requested and formalized for the next year.

ALTERNATIVES:

1. Waive formal bidding requirements and authorize City staff to enter into FY 2018/19 software maintenance contracts with Superion Public Sector at a cost of \$159,994.
2. Do not authorize continuing software maintenance contracts with Superion Public Sector.

MANAGER'S RECOMMENDED ACTION:

Superion Public Sector is the sole provider of the maintenance services for the integrated public safety applications. The agreement for these applications includes software maintenance.

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 FY 2018/19 software maintenance contracts with Superion Public Sector at a cost of \$159,994.

COUNCIL ACTION FORM

**SUBJECT: FLEET REPLACEMENT PROGRAM – PUBLIC WORKS ENGINEERING
FULL-SIZE PICKUPS**

BACKGROUND:

A bid was sent out for two new full-size pickups with four-wheel drive for Public Works Engineering. These units are due for replacement. One of the units will be rotated to a shared unit between Fire and Parks and Recreation. The units were specified to be able to use E85 fuel in the City's continued effort to reduce our carbon footprint.

Bids were received from dealers as follows:

Bidder	Description	Price per Unit	Total
Stew Hansen Dodge	Dodge Ram 1500	\$24,656.00	\$49,312.00
Ames Ford Lincoln	Ford F150	\$30,133.36	\$60,266.72
Charles Gabus Ford	Ford F150	\$30,442.00	\$60,884.00
Stivers Ford Lincoln	Ford F150	\$31,324.00	\$62,648.00
Lithia Nissan of Ames	Nissan Titan	\$36,430.00	\$72,860.00

The lowest acceptable bid for the two Ford F150 trucks was Ames Ford Lincoln of Ames, Iowa for \$60,266.72. The bid from Stew Hansen Dodge was deemed not acceptable as it did not meet the minimum size requirement and bed length specified.

Funding is available for this purchase as follows:

Existing Trucks #853 & #873 Replacement Funds at estimated delivery	\$ 55,869
Estimated Salvage Value of equipment being replaced	14,300
Available Funding	\$ 70,169

The remaining funding will be used for the upfitting of the trucks.

ALTERNATIVES:

1. Approve and award this contract to Ames Ford Lincoln of Ames, for two Ford F150 trucks for \$60,266.72.
2. Award this contract to one of the other bidders.
3. Reject award of bid, and direct staff to rebid the project.

MANAGER'S RECOMMENDED ACTION:

These purchases are consistent with the use of the vehicles for Public Works Engineering. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.

COUNCIL ACTION FORM**SUBJECT:** FY 2018/19 RIGHT OF WAY TREE TRIMMING & REMOVAL PROGRAM**BACKGROUND:**

In the fall of 2016, Lawn Pro L.L.C., of Colo, IA, was awarded the contract for tree trimming, tree removal, and stump removal in the City right-of-way as directed by City staff. 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. This contract expired June 30, 2018. However, there is one remaining renewal option for FY 2018/19. The contracted price per crew hour for FY 2018/19 is \$52.26 which represents a two percent increase from the FY 2017/18 contract. The FY 2018/19 budget includes \$95,000 for this work.

It is staff's goal to perform as much tree work as possible with staff during the winter months and have the contractor perform needed tree work April through June. By doing this, we are utilizing staff when they have the capacity to do this type of work. In April, the demands of staff to accomplish non-tree related tasks in the park system and the right-of-way become much greater. Having the contractor start doing tree work at this time allows staff to perform other duties. Please note the contractor may perform tree work during the winter months as needed.

ALTERNATIVES:

1. Award a contract to LawnPro L.L.C. of Colo, IA, in an amount not to exceed \$95,000 for the 2018/19 Tree Trimming and Removal Program.
2. Do not renew the contract with LawnPro L.L.C of Colo, IA and direct staff to rebid.
3. Do not renew the contract with LawnPro L.L.C. of Colo, IA and attempt to contract tree removal, tree trimming, and stump grinding on an as-need basis.

MANAGER'S RECOMMENDED ACTION:

This work is an important part of maintaining the City's rights-of-way and renewing the contract will provide the largest amount of value for this program. Renewing the contract will also give an opportunity for staff to evaluate the current program and recommend changes for future contracts. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.



MEMO

To: Mayor and Members of the City Council

From: City Clerk's Office

Date: July 10, 2018

Subject: Contract and Bond Approval

There are no Council Action Forms for Item Nos. 19 and 20. Council approval of the contract and bond for this/these project(s) is simply fulfilling a *State Code* requirement.

/ds

COUNCIL ACTION FORM

SUBJECT: CYRIDE INTERCEPTOR PIT UPGRADES 2016 PROJECT CLOSEOUT

BACKGROUND:

CyRide's Interceptor Pit Upgrades 2016 Project (Bid No. 2016-234) was released on July 1, 2016. Bid plans and specifications called for the replacement of in-ground pits and associated floor drains at CyRide's facility located at 601 N. University Blvd. Woodruff Construction LLC of Ames, Iowa submitted the low base bid of \$229,915.

Four change orders were required during the project totaling \$36,577, thereby increasing the total contract amount to \$266,492. Project closeout was delayed due to the contractor only being allowed to work on the facility during winter break and over the summer of 2017. Closeout was further delayed when the contractor had to return in the summer of 2018 to remove and replace areas of substandard work. **All work under the bid/contract has now been completed to the satisfaction of CyRide staff and the A & E consultant.**

The following information details the original contract information, payments, remaining balance and retainage amounts.

Original Contract Base Bid Sum	\$229,915
Add Alternate Number 1 (New Skylights)	\$36,577
Total Contract Sum	\$266,492
Payment Made To-Date	\$253,167
Unpaid Balance – Retainage	\$13,325

All but the remaining \$13,325 in retainage has been paid to-date.

As of June 11, 2018, all conditions of the contract were met by Woodruff Construction LLC. Therefore, with completion of the project, the project is ready for close out. Close out requirements, and the status of each for the pit project, are described as follows:

- **Punch-List Items** – All items contained in the contract and subsequent corrective action plan have been completed to the architect's satisfaction.
- **Operating and Maintenance Manuals** – CyRide has received all manuals required to maintain the pits, drains, and concrete, as well as warranty information.
- **As-Built Drawings** – CyRide has received all drawings, as it was actually constructed/installed, as opposed to the original drawings.

- **Lien Waivers** – Woodruff Construction LLC has submitted all lien waivers as required.
- **Final Pay Application** –CyRide has received an invoice for the balance of \$13,325.

The Transit Board of Trustees approved acceptance, final completion and release of retainage of CyRide's pit project at their June 28, 2018 meeting.

ALTERNATIVES:

1. Accept final completion and approve the release of retainage/final contract amount of \$13,325 to Woodruff Construction LLC, of Ames, Iowa for the completion of the CyRide Interceptor Pit Upgrades 2016 Project.
2. Do not accept final completion and release of retainage to Woodruff Construction LLC and direct staff to address City Council concerns.

MANAGER'S RECOMMENDED ACTION:

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

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby accepting CyRide's pit project as complete and releasing the retainage amount of \$13,325 to Woodruff Construction LLC of Ames, Iowa.

COUNCIL ACTION FORM

SUBJECT: SHARED USE PATH SYSTEM EXPANSION – GRAND AVENUE

BACKGROUND:

This annual program provides for construction of shared use paths on street rights-of-way, adjacent to streets, and through greenbelts. **The location for this project is along Grand Avenue from 16th Street to Murray Drive.** This path is identified in the Long-Range Transportation Plan (LRTP) and is also an important component for taking a Complete Streets approach along this corridor.

On March 6, 2018 City Council awarded this project to Manatt's Inc. of Ames, Iowa in the amount of \$49,920.40. One change order was administratively approved by staff. Change Order No. 1 (Balancing) was approved in the amount of \$4,203.92 to reflect field measurements of the bid items. **Construction was completed in the amount of \$54,124.32.**

Revenue and expenses for the project are summarized below:

<u>Revenues</u>		<u>Expenses</u>	
LOST	\$30,000	Design & Admin	\$22,256.00
LOST (17/18 Savings)	\$65,000	Easements	\$5,791.70
		Construction	\$54,124.32
Total	\$95,000	Total	\$82,172.02

Remaining funds will be used for other Shared Use Path System Expansion projects.

ALTERNATIVES:

1. Accept the 2016/2017 Shared Use Path System Expansion - Grand Avenue project as completed by Manatt's Inc. of Ames, Iowa, in the amount of \$54,124.32.
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: PLAT OF SURVEY FOR 1407 & 1411 FLORIDA AVENUE

BACKGROUND:

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

The subject properties were created by vacation of right-of-way in the past. It appears, based on documentation found in Resolution No. 4028, that the 60' by 100' conveyance parcel north of Lot 9, Block 3, Original Town of Ontario subdivision, was street right-of-way that was vacated previously to acceptance of public right-of-way in the Town of Ontario, by the City of Ames. In addition in 1971, 10-foot wide strips of public street right-of-way were also conveyed to the property owner along the west side of Florida Avenue and the south side of Toronto Street, as found in Ordinance No. 2347, adopted by the City Council on July 28, 1970.

It has been determined by the Director of Planning & Housing, in accordance with the authority granted by *Section 23.307(4)(d) of the Municipal Code*, that the original conveyance parcel is a pre-established conveyance parcel due to presence of survey monuments. **The property owner is requesting a boundary line adjustment to combine the previously conveyed 10-foot strip of public right-of-way with Lot 9, Block 3, Original Town of Ontario subdivision, and create new property lines as Parcel "C" for permitting purposes. As an established parcel, the property owner is also requesting a boundary line adjustment to combine the previously conveyed right-of-way with the pre-established parcel, and to create new property lines as Parcel "D" for permitting purposes.**

The proposed "Parcel C" will include 6,950 square feet of lot area, and "Parcel D" will include 7,371 square feet of lot area. There is a single-family home located on Parcel "C." Zoning for the property is "RH" (Residential High Density). There are no sidewalk improvements on either street frontage of the parcel.

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

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

ALTERNATIVES:

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

CITY MANAGER'S RECOMMENDED ACTION:

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

ADDENDUM
PLAT OF SURVEY FOR 1407 & 1411 FLORIDA AVENUE

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

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

The site is located at:

Owner: Happe Homes, LLP

Existing Street Addresses: 1407 & 1411 Florida Avenue

Assessor's Parcel #: 05-31-478-020

New Legal Description: See attached Plat of Survey

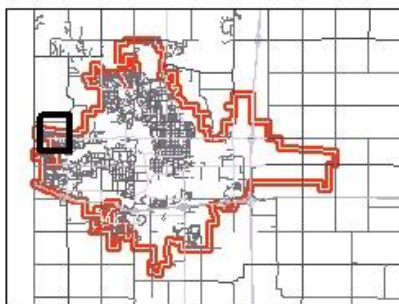
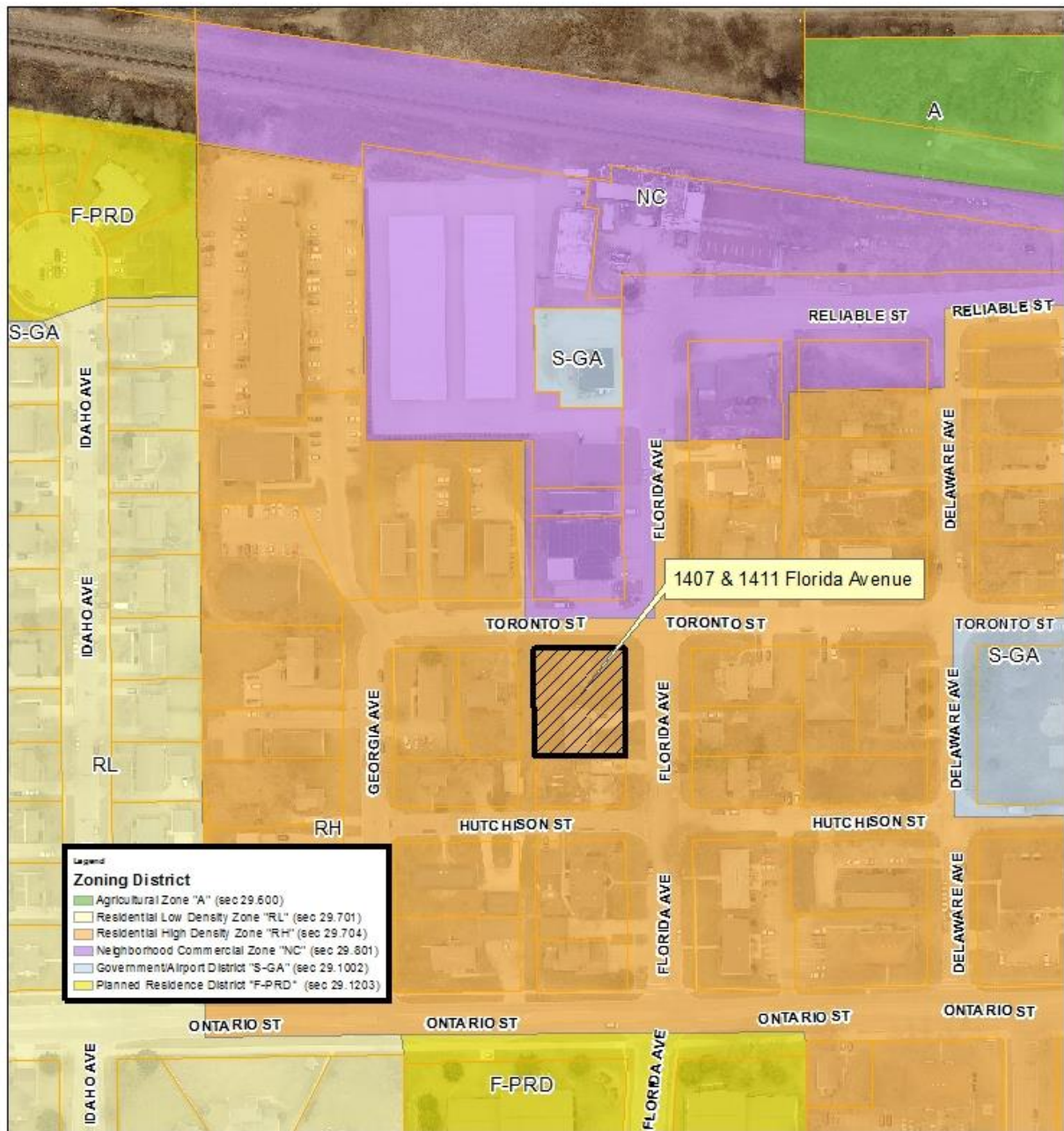
Public Improvements:

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

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

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

ATTACHMENT A: LOCATION & ZONING MAP

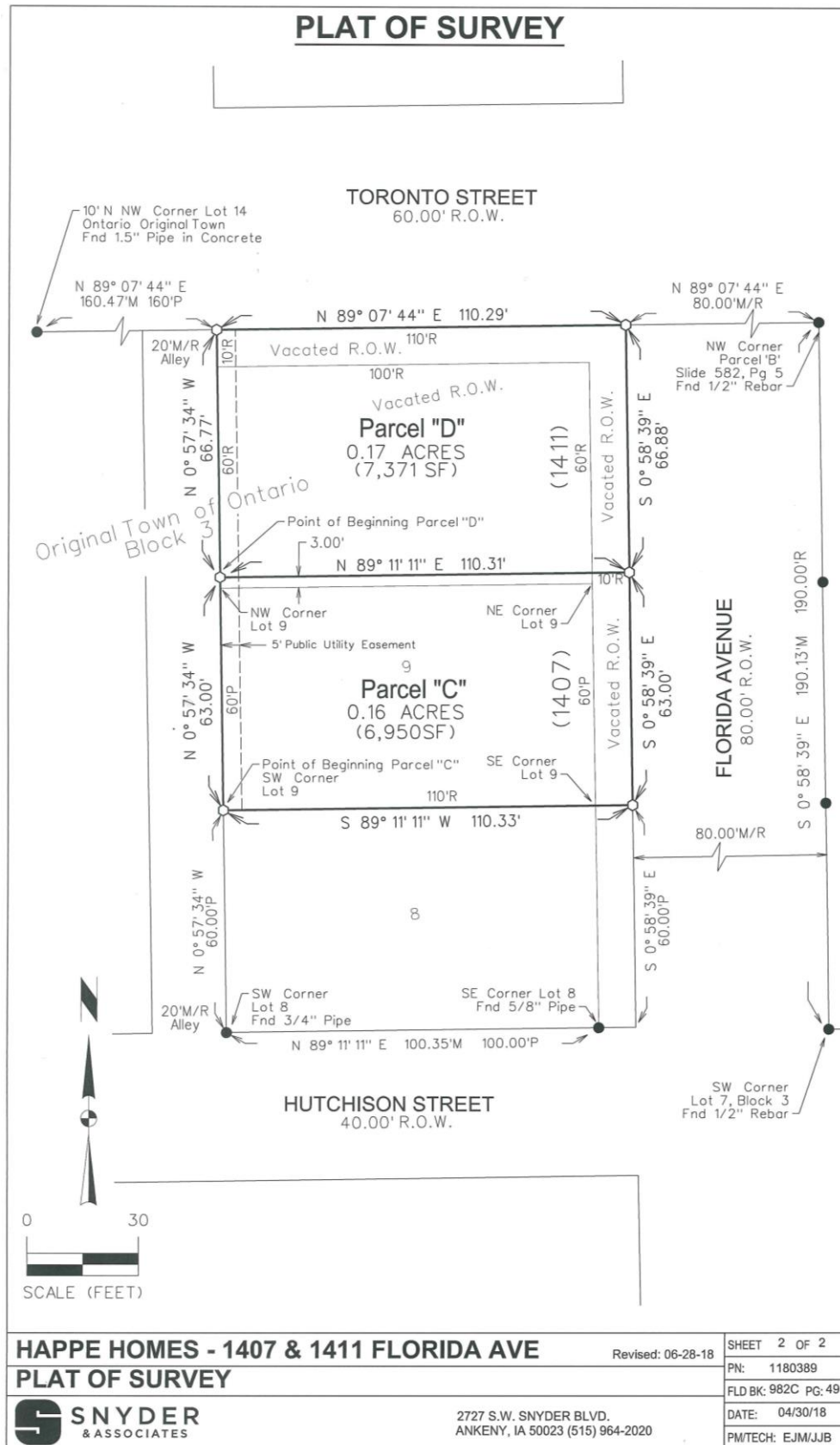


Location & Zoning Map 1407 & 1411 Florida Avenue



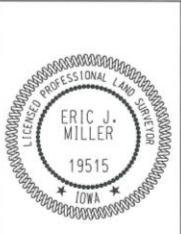
0 55 110 220 330 Feet


ATTACHMENT B: PROPOSED PLAT OF SURVEY (SHEET 1 OF 2)



ATTACHMENT B: PROPOSED PLAT OF SURVEY (SHEET 2 OF 2)

INDEX LEGEND	
SURVEYOR'S NAME / RETURN TO: ERIC J. MILLER SNYDER & ASSOCIATES, INC. 2727 SW SNYDER BOULEVARD ANKENY, IOWA 50023 515-964-2020 ericmiller@snyder-associates.com	
SERVICE PROVIDED BY: SNYDER & ASSOCIATES, INC.	
SURVEY LOCATED: LOT 9, BLOCK 3, ORIGINAL TOWN OF ONTARIO	
REQUESTED BY: HAPPE HOMES, LLP	

PLAT OF SURVEY																			
PARCEL "C" DESCRIPTION A PART OF LOT 9, BLOCK 3, ORIGINAL TOWN OF ONTARIO, BEING AN OFFICIAL PLAT RECORDED IN TOWN LOT DEED RECORD E, PAGE 226 OF THE STORY COUNTY RECORDERS OFFICE AND A PART OF THE OF FLORIDA AVENUE AND TORONTO STREET, LOCATED IN THE CITY OF AMES, STORY COUNTY, IOWA AND DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHWEST CORNER OF SAID LOT 9; THENCE NORTH 0° 57' 34" WEST ALONG THE WEST LINE OF SAID LOT 9 AND THE WESTERLY EXTENSION THEREOF, A DISTANCE OF 63.00 FEET; THENCE NORTH 89° 11' 11" EAST, 110.31 FEET TO THE WEST RIGHT-OF-WAY LINE OF FLORIDA AVENUE; THENCE SOUTH 0° 58' 39" EAST ALONG SAID WEST RIGHT-OF-WAY LINE, 63.00 FEET; THENCE SOUTH 89° 11' 11" WEST ALONG THE SOUTH LINE OF SAID LOT 9, A DISTANCE OF 110.33 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.16 ACRES (6,950 SF). PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.																			
PARCEL "D" DESCRIPTION A PART OF LOT 9, BLOCK 3, ORIGINAL TOWN OF ONTARIO, BEING AN OFFICIAL PLAT RECORDED IN TOWN LOT DEED RECORD E, PAGE 226 OF THE STORY COUNTY RECORDERS OFFICE AND A PART OF THE VACATED RIGHT-OF-WAY OF FLORIDA AVENUE AND TORONTO STREET, LOCATED IN THE CITY OF AMES, STORY COUNTY, IOWA AND DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 9; THENCE NORTH 0° 57' 34" WEST ALONG THE WEST LINE OF SAID LOT 9, A DISTANCE OF 63.00 FEET TO THE POINT OF BEGINNING; THENCE CONTINUING NORTH 0° 57' 34" WEST ALONG SAID WEST LINE, 66.77 FEET TO THE SOUTH RIGHT-OF-WAY LINE OF TORONTO STREET; THENCE NORTH 89° 07' 44" EAST ALONG SAID SOUTH RIGHT-OF-WAY LINE, 110.29 FEET TO THE WEST RIGHT-OF-WAY LINE OF FLORIDA AVENUE; THENCE SOUTH 0° 58' 39" EAST ALONG SAID WEST RIGHT-OF-WAY LINE, 66.88 FEET; THENCE SOUTH 89° 11' 11" EAST, 110.31 FEET TO THE POINT OF BEGINNING AND CONTAINING 0.17 ACRES (7,371 SF). PROPERTY SUBJECT TO ANY AND ALL EASEMENTS OF RECORD.																			
DATE OF SURVEY 04-19-18	BASIS OF BEARING FOR THE PURPOSE OF THIS SURVEY THE WEST RIGHT-OF-WAY LINE OF FLORIDA AVENUE WAS ASSUMED TO BEAR SOUTH 0° 58' 39" EAST.																		
OWNER HAPPE HOMES, LLP	THE AMES CITY COUNCIL APPROVED THIS PLAT OF SURVEY ON _____, 2018 WITH RESOLUTION NO. _____. I CERTIFY THAT IT CONFORMS TO ALL CONDITIONS OF APPROVAL. _____ PLANNING AND HOUSING DIRECTOR																		
LEGEND																			
Survey Section Corner 1/2" Rebar, Yellow Plastic Cap #19515 (Unless Otherwise Noted) ROW Rail Calculated Point Platted Distance Measured Bearing & Distance Recorded As Deed Distance Calculated Distance Centerline Section Line 1/4 Section Line 1/4 1/4 Section Line Easement Line	<table border="1"><thead><tr><th>Found</th><th>Set</th></tr></thead><tbody><tr><td>▲</td><td>△</td></tr><tr><td>●</td><td>○</td></tr><tr><td>+</td><td></td></tr><tr><td>P</td><td></td></tr><tr><td>M</td><td></td></tr><tr><td>R</td><td></td></tr><tr><td>D</td><td></td></tr><tr><td>C</td><td></td></tr></tbody></table>	Found	Set	▲	△	●	○	+		P		M		R		D		C	
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<div><p>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.</p><p>Eric J. Miller, PLS Date _____</p><p>License Number 19515</p><p>My License Renewal Date is December 31, 2018</p><p>Pages or sheets covered by this seal: Sheet 1 & 2 of 2</p></div>																			
HAPPE HOMES - 1407 & 1411 FLORIDA AVE PLAT OF SURVEY																			
Revised: 06-28-18																			
SHEET 1 OF 2																			
PN: 1180389																			
FLD BK: 982C PG: 49																			
DATE: 04/30/18																			
PM/TECH: EJM/JJB																			

**SNYDER & ASSOCIATES**
2727 S.W. SNYDER BLVD.
ANKENY, IA 50023 (515) 964-2020

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6/28/2018
jorwick

COUNCIL ACTION FORM

SUBJECT: PLAT OF SURVEY FOR 1503 TOP-O-HOLLOW ROAD

BACKGROUND:

The City's subdivision regulations are found in Chapter 23 of the Ames Municipal Code. These regulations include the process for creating or modifying property boundaries and for determining if any improvements are required in conjunction with the platting of property. The regulations also describe the process for combining existing platted lots or 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 conveyance parcel located at 1503 Top-O-Hollow Road. The conveyance parcel has been in its present configuration since the 1950's. The City requires that for properties to be recognized as a lot of record, they must have a recorded survey establishing property lines prior to the issuance of building permit for development of a property, including additions to single-family homes.

The parcel is existing 0.89 acres and is zoned Residential Low Density (RL). The site contains a single-family home. Although the property owner owns land to the north and to the east of the subject parcel, they have not chosen to combine them with the subject parcel at this time.

Conveyance parcels can be required conform to all Subdivision Code design and improvement standards to be recognized as a lot of record through the plat of survey process. The subject parcel has access to all City utilities and all utilities exist inside the right-of-way along Top-O-Hollow Road. Sidewalk does not exist at this location or anywhere along Top-O-Hollow Road on this side of the street. Public right-of-way is being dedicated with this survey as the existing boundary lines are located in the middle of Top-O-Hollow Road. A total of 33' of right-of-way is required. (Attachment C). A deed has been prepared and received by the City for dedication of the right-of-way along with the Plat of Survey.

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 and accepting the deed for dedication of right-of-way.
2. The City Council can deny the proposed plat of survey if the City Council finds that the requirements for plats of survey as described in Section 23.308 have not been satisfied.
3. The City Council can refer this back to staff and/or the owner for additional information.

CITY MANAGER'S RECOMMENDED ACTION

Staff has determined that the property is a conforming conveyance parcel. Plats of survey for conveyance parcels are subject to Subdivision Code improvement requirements. In this instance, only dedication of right-of-way is requested with the Plat of Survey due to lack of sidewalks along the north side of Top O Hollow Road.

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 1503 TOP-O-HOLLOW ROAD**

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:

Existing Street Address: 1503 Top-O-Hollow Road

Assessor's Parcel #: 0527175040

Legal Description: The South 390.50 feet of the East 100 feet of the East 12 Rods of the South 40 Rods of the East Half of the Northwest Quarter of Section 27, Township 84 North, Range 24 West of the 5th P.M, City of Ames, Story County, Iowa, except the South 33.00 feet thereof, being more particularly described as follows: Commencing at the Center of said Section 27; thence N00°00'01"W, 33.01 feet along the east line of said Northwest Quarter to the north line of Top-O-Hollow Road and the point of beginning; thence continuing N00°00'01"W, 357.49 feet; thence S88°39'25"W, 99.89 feet to the west line of said East 100 feet; thence S00°00'54"E, 357.49 feet along said line to the north right of way line of Top-O-Hollow Road; thence N88°39'19"E, 99.80 feet to the point of beginning, containing 0.82 acres.

Public Improvements:

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

- ☐ Installed prior to creation and recordation of the official plat of survey and prior to issuance of zoning or building permits.
- ☐ Delayed, subject to an improvement guarantee as described in Section 23.409.
- ☒ Not Applicable. (Dedication of ROW provided, no sidewalks along north side)

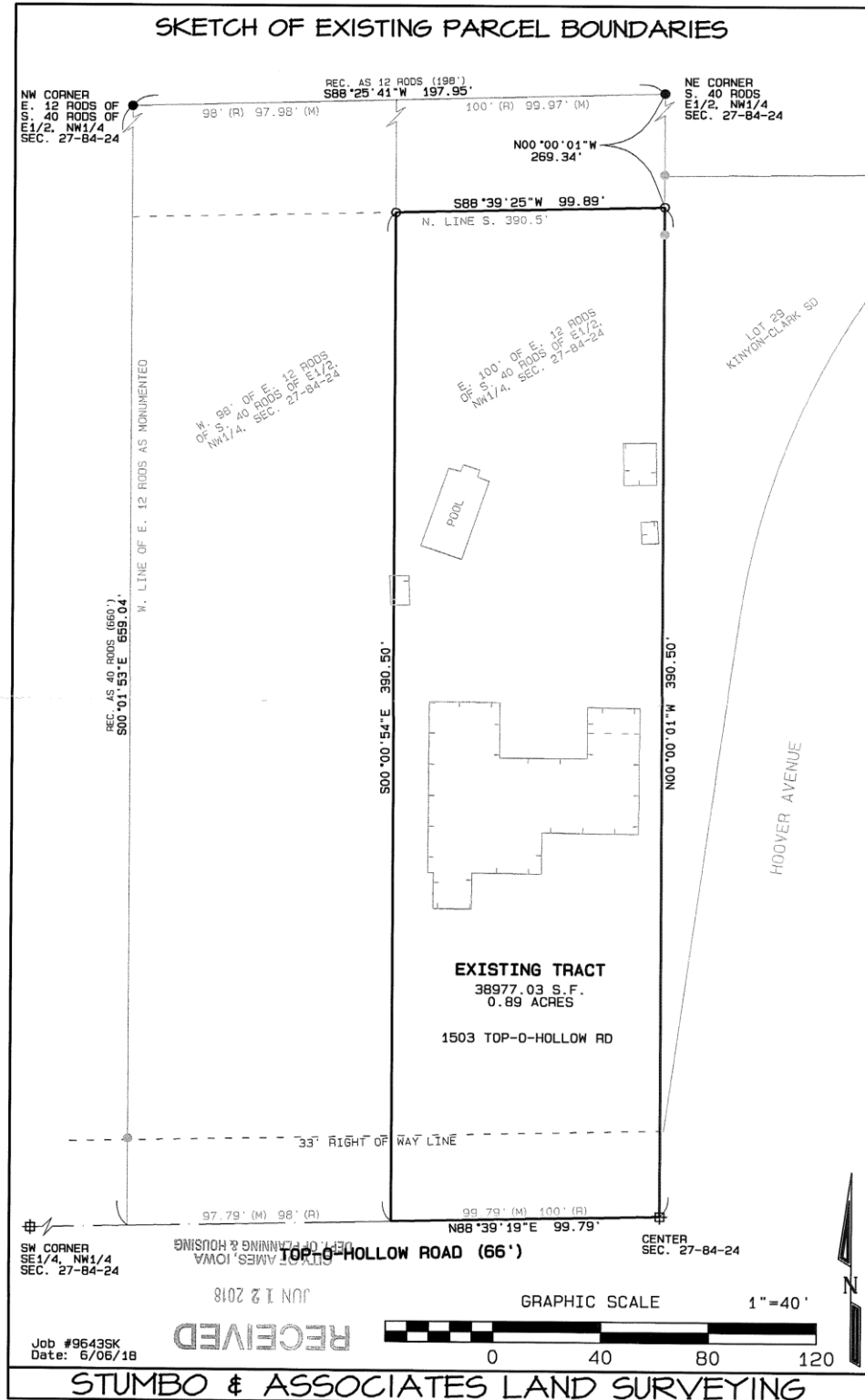
Note: The official plat of survey is not recognized as a binding plat of survey for permitting purposes until a copy of the signed and recorded plat of survey is filed with the Ames City Clerk's office and a digital image in Adobe PDF format has been submitted to the Planning & Housing Department.



Location Map- 1503 Top O Hollow Road



Attachment A- Existing Conditions



Attachment B- Proposed Final Plat of Survey

PLAT OF SURVEY

LOCATION: IN THE E1/2, NW1/4, SEC. 27-84-24
CITY OF AMES, STORY COUNTY, IOWA

PROPRIETORS: KIM AND JANET SHARP REV. TRUST

REQUESTED BY: MIKE STOTT

SURVEYOR: R. BRADLEY STUMBO, PLS #17161
STUMBO & ASSOCIATES LAND SURVEYING
P.O. BOX 1664
AMES, IA 50010
515-233-3689

RECEIVED
JUN 12 2018
CITY OF AMES, IOWA
DEPT. OF PLANNING & HOUSING

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.

R. Bradley Stumbo License #17161
My license renewal date is December 31, 2019

Date: _____

Job #9643 Date: 6/06/18 Fieldwork Completed: 6/01/18 Page 1 of 2

STUMBO & ASSOCIATES LAND SURVEYING

Attachment C-Acquisition Plat- Right of Way Dedication

ACQUISITION PLAT		<div style="font-size: 1.5em; font-weight: bold; margin-bottom: 5px;">RECEIVED</div> <div style="margin-bottom: 5px;">JUN 12 2018</div> <div style="font-size: 0.8em;">CITY OF AMES, IOWA DEPT. OF PLANNING & HOUSING</div>
LOCATION: PROPRIETORS: REQUESTED BY: PURPOSE: SURVEYOR:	IN THE SE1/4, NW1/4, SEC. 27-84-24 CITY OF AMES, STORY COUNTY, IOWA KIM AND JANET SHARP REV. TRUST MIKE STOTT ACQUISITION OF PUBLIC RIGHT OF WAY BY THE CITY OF AMES R. BRADLEY STUMBO, PLS #17161 STUMBO & ASSOCIATES LAND SURVEYING P.O. BOX 1664 AMES, IA 50010 515-233-3689	
<p>Survey Description-Acquisition Area: The South 33.00 feet of the East 100 feet of the East 12 Rods of the South 40 Rods of the East Half of the Northwest Quarter of Section 27, Township 84 North, Range 24 West of the 5th P.M., City of Ames, Story County, Iowa, being more particularly described as follows: Beginning at the Center of said Section 27; thence N00°00'01\"W, 33.01 feet along the east line of said Northwest Quarter; thence S88°39'19\"W, 99.80 feet; thence S00°00'54\"E, 33.01 feet to the South line of said Northwest Quarter; thence N88°39'19\"E, 99.79 feet to the point of beginning, containing 0.08 acres.</p>		
<div style="margin-bottom: 5px;">GRAPHIC SCALE</div> <div style="display: flex; align-items: center;"> <div style="width: 100%; height: 10px; background: linear-gradient(to right, black 25%, white 25% 50%, black 50% 75%, white 75% 100%);"></div> <div style="margin-left: 10px;">1"=30'</div> </div> <div style="display: flex; justify-content: space-between; width: 100%;"> 0 30 60 90 </div>		
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. <div style="display: flex; justify-content: space-between;"> <div> <i>R. Bradley Stumbo</i> R. Bradley Stumbo License #17161 My license renewal date is December 31, 2019 Job #9643ACQ Date: 6/06/18 Page 1 of 1 </div> <div> Date: <u>6/06/18</u> </div> </div>		
STUMBO & ASSOCIATES LAND SURVEYING		

COUNCIL ACTION FORM

SUBJECT: PLAT OF SURVEY FOR 447 WESTWOOD DRIVE

BACKGROUND:

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

This Plat of Survey combines two parcels owned by Michael C. Satterwhite, each previously platted through a Plat of Survey (See *Attachment A – Location/Zoning Map*). The proposed “Parcel U” includes “Parcel F”, which is the location of the existing single-family dwelling and includes 27,350.03 square feet (0.63 acres), and “Parcel G”, which presently has no frontage on a public street and includes 241,025 square feet (5.53 acres). The new “Parcel U”, will have frontage on Westwood Drive. Both parcels are currently zoned as “RL” (Residential Low Density). A portion of the land in “Parcel G” is located in the Clear Creek floodplain, and is designated by the “O-E” (Environmentally Sensitive Area Overlay) zone.

Boundary line adjustments do not trigger additional infrastructure improvements, unless partial infrastructure improvements exist and are required to be extended across a property. No public sidewalk exists on the subject properties and no improvements are required. Recordation of a storm sewer easement is included along with the Plat of Survey for the area shown on the Plat.

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

ALTERNATIVES:

1. Adopt the resolution approving the proposed Plat of Survey subject to finalizing the 20' storm sewer easement.
2. Deny the proposed Plat of Survey if the City Council finds that the requirements for Plats of Survey, as described in Section 23.308, have not been satisfied.

3. Refer this back to staff and/or the owner for additional information.

CITY MANAGER'S RECOMMENDED ACTION:

Staff has determined that the proposed Plat of Survey satisfies all Code requirements for the consolidation of the properties for the boundary line adjustment, and has made a preliminary decision of approval. Staff has also determined that the proposed Plat of Survey for a boundary line adjustment does not trigger City infrastructure requirements as defined within the Subdivision Code because there is no change in street frontage improvements of the lot. **Therefore, it is the recommendation of the City Manager that the City Council accept Alternative No. 1, as noted above.**

ADDENDUM
PLAT OF SURVEY FOR 447 Westwood Drive

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

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

The site is located at:

Owner: Michael C. Satterwhite

Existing Street Address: 447 Westwood Drive

Assessor's Parcel #s: 09-05-400-040 and 09-05-400-025

New Legal Description: See attached Plat of Survey

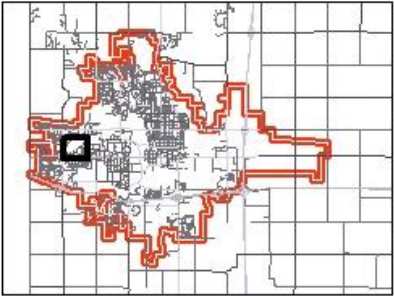
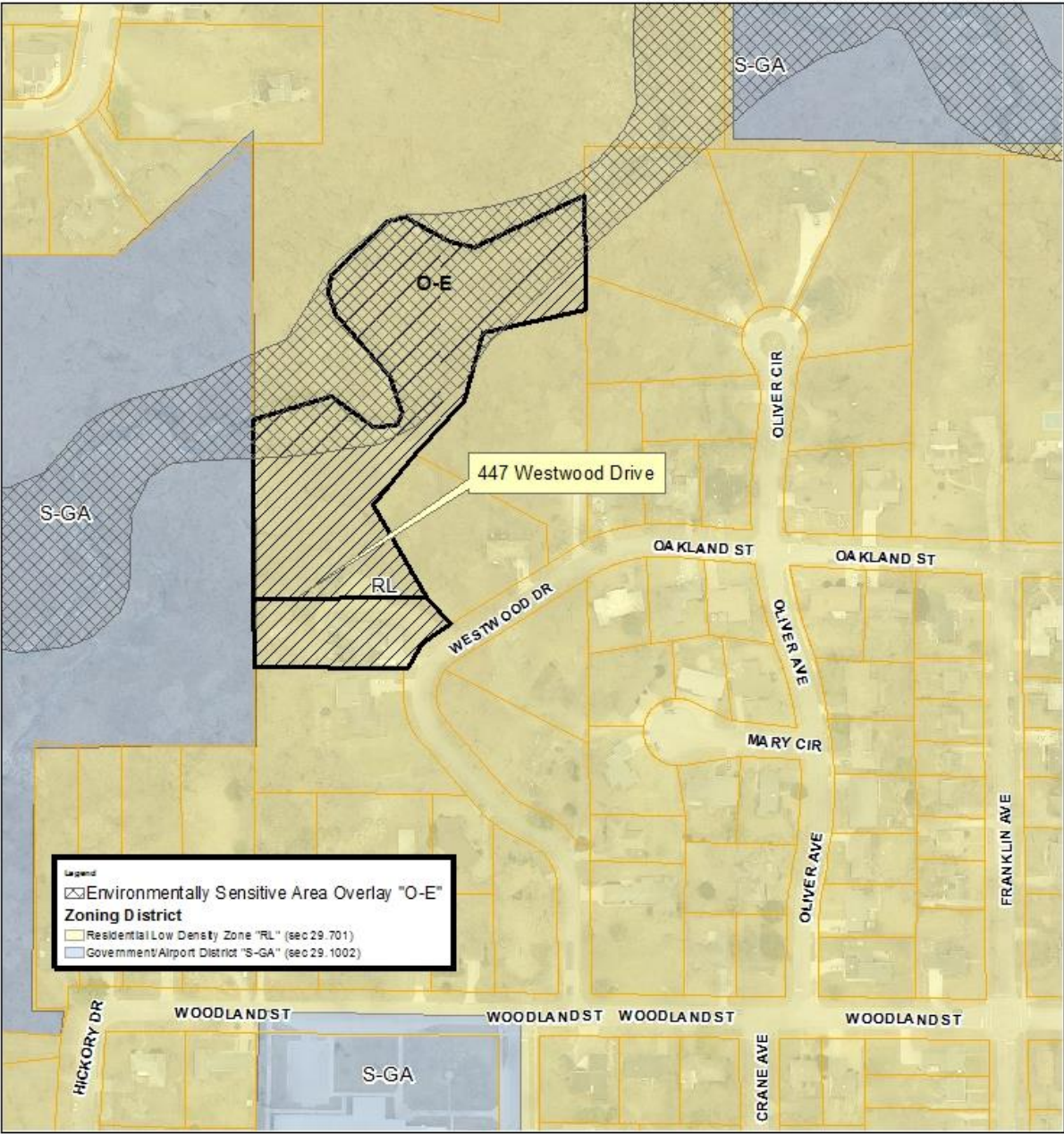
Public Improvements:

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

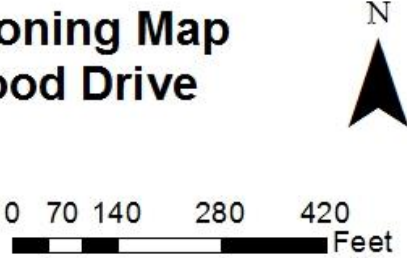
- ☐ Installed prior to creation and recordation of the official plat of survey and prior to issuance of zoning or building permits.
- ☐ Delayed, subject to an improvement guarantee as described in Section 23.409.
- ☒ Not Applicable.

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

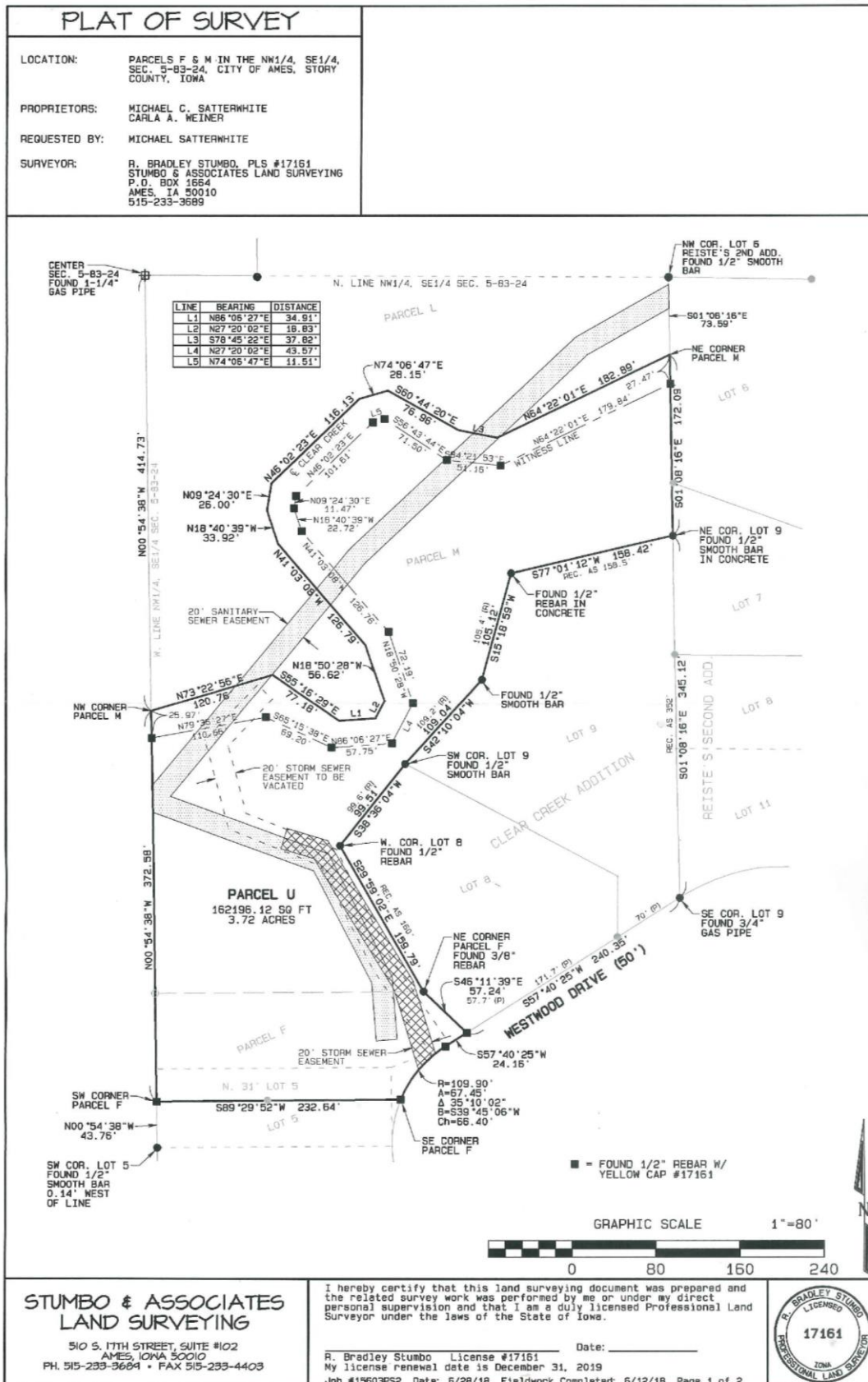
ATTACHMENT A: LOCATION & ZONING MAP



Location & Zoning Map
447 Westwood Drive



ATTACHMENT B: PROPOSED PLAT OF SURVEY (SHEET 1 OF 2)



ATTACHMENT B: PROPOSED PLAT OF SURVEY (SHEET 2 OF 2)

Job 15603PS2

Page 2 of 2

Survey Description-Parcel 'U':

Parcel F, as shown on the Plat of Survey filed in Slide 248, Page 1, and Parcel M, as shown on the Plat of Survey filed in Slide 461, Page 4, all being situated in the Northwest Quarter of the Southeast Quarter of Section 5, Township 83 North, Range 24 West of the 5th P.M., City of Ames, Story County, Iowa, and all together being more particularly described as follows: Beginning at the Southwest Corner of said Parcel F; thence N00°54'38"W, 372.58 feet along the west line of said Parcels F and M to the centerline of Clear Creek; thence following said centerline N73°22'56"E, 120.76 feet; thence S55°16'29"E, 77.18 feet; thence N86°06'27"E, 34.91 feet; thence N27°20'02"E, 18.83 feet; thence N18°50'28"W, 56.62 feet; thence N41°03'08"W, 126.79 feet; thence N18°40'39"W, 33.92 feet; thence N09°24'30"E, 26.00 feet; thence N46°02'23"E, 116.13 feet; thence N74°06'47"E, 28.15 feet; thence S60°44'20"E, 76.96 feet; thence S78°45'22"E, 37.82 feet; thence N64°22'01"E, 182.89 feet to the Northeast Corner of said Parcel M; thence following the easterly boundary thereof S01°08'16"E, 172.09 feet; thence S77°01'12"W, 158.42 feet; thence S15°18'59"W, 105.12 feet; thence S42°10'04"W, 109.04 feet; thence S38°36'04"W, 99.51 feet; thence S29°59'02"E, 159.79 feet to the Northeast Corner of said Parcel F; thence S46°11'39"E, 57.24 feet to the northwesterly right of way line of Westwood Drive; thence following said line S57°40'25"W, 24.16 feet to the beginning of a curve; thence southwesterly, 67.45 feet along said curve having a radius of 109.90 feet, concave to the southeast, a central angle of 35°10'02" and being subtended by a chord which bears S39°45'06"W, 66.40 feet to the Southeast Corner of said Parcel F; thence S89°29'52"W, 232.64 feet to the point of beginning, containing 3.72 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

COUNCIL ACTION FORM

SUBJECT: MAJOR FINAL PLAT FOR IOWA STATE UNIVERSITY RESEARCH PARK PHASE III, 3RD ADDITION SUBDIVISION

BACKGROUND:

The City's subdivision regulations are included in Chapter 23 of the Ames Municipal Code. Once an applicant has completed the necessary requirements by installing the required public improvements or providing financial security for their completion, an application for a "Final Plat" may then be made for City Council approval. After City Council approval of the Final Plat, it must then be recorded with the County Recorder to become an officially recognized subdivision plat. The Final Plat must be found to conform to the ordinances of the City and any conditions placed upon the Preliminary Plat approval.

Iowa State University Research Park has submitted a final plat for the creation of a 5.01-acre lot to accommodate a proposed testing facility for John Deere. The final plat also creates an outlot specifically for storm water management and a larger outlot for the future expansion of the Research Park. Two smaller lots will be dedicated as part of the widening of S. Riverside Drive.

The Ames City Council approved a preliminary plat for the Iowa State University Research Park Phase III on May 8, 2018. **The required public improvements include a paved extension of S. Riverside Drive, an extension of a water main along S. Riverside Drive, and an 1,100-foot extension of sanitary sewer to the north. In addition, electrical service will be expanded to the site. A shared use path will be installed on the west side of S. Riverside Drive.**

Financial security in the form of a letter of credit for approximately 1.233 million dollars has been submitted for all public improvements and storm water management. Typically, these improvements are required to be completed within three years of final plat or prior to the development and occupancy of a lot in the subdivision. **As part of the Preliminary Plat, the ISU Research Park identified a desire to allow for road improvements to be authorized to be completed prior to November 30, 2019 as part of their efforts to secure grant funding for the project.** This deferral request would allow for development of Lot 1 and occupancy of the building in the event that the building on Lot 1 is completed prior to finishing the construction of road improvements.

ALTERNATIVES:

1. The City Council can approve the Final Plat of Iowa State University Research Park Phase III Third Addition based upon the staff's findings that the Final Plat conforms to relevant and applicable design standards, ordinances, policies, and plans with a Public Improvement Agreement and financial security, including a deferral on

roadway improvements:

- a. Allow for a deferral of completing road improvements for Riverside Drive until November 30, 2019 and allow for the development of Lot 1 and occupancy of a building on Lot 1 prior to completing all roadway improvements.
2. The City Council can deny the Final Plat for Iowa State University Research Park Phase III Third Addition if it finds that the development creates a burden on existing public improvements or creates a need for new public improvements that have not yet been installed.

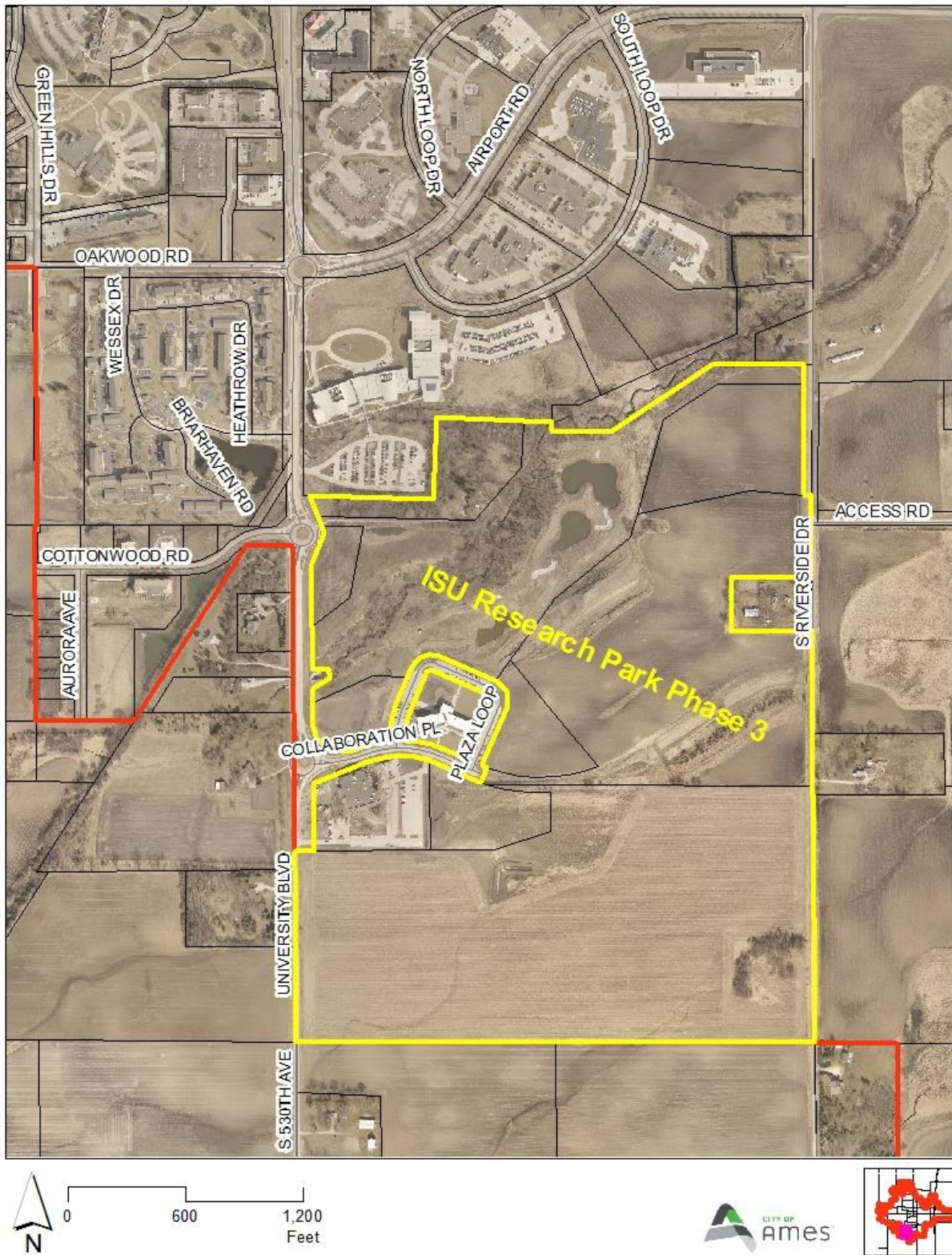
CITY MANAGER'S RECOMMENDED ACTION:

City staff has evaluated the proposed Final Plat for a major subdivision and determined that the proposal is consistent with the Preliminary Plat approved by the City Council and that the plat conforms to the adopted ordinances and policies of the City as required by Code.

The temporary deferral of roadway improvements will allow for flexibility in the development of Lot 1 while trying to secure grant funding and completing the extensive improvements required along Riverside Drive.

Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1, approving the Final Plat of Iowa State University Research Park Phase III Third Addition.

ATTACHMENT 1: LOCATION MAP



[illegible]

FINAL PLAT
IOWA STATE UNIVERSITY
RESEARCH PARK PHASE III,
THIRD ADDITION
JOB #16649P3 DATE: 6/22/18 PAGE: 1 of

Applicable Laws and Policies Pertaining to Final Plat Approval

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

Ames Municipal Code Section 23.302

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

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

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

(c) The City Council may:

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

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

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

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

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

MEMO

Legal Department

To: Mayor Haila and City Council Members

From: Mark O. Lambert, City Attorney

Date: July 6, 2018

Subject: Item No. 27: Rental Cap/Hardship Exceptions ordinance amendments

I thought it would be helpful to you if I detailed the changes made in the hardship/rental cap exceptions ordinance, in response to motions to amend the ordinance adopted at first reading.

There was a motion to rewrite section 13.300(10)(a) to ensure that all of the conditions for receiving the exception were applied also to the property owners who had obtained a building permit prior to October 27, 2017. This was accomplished by deleting subparagraph “vi” which included the building-permit language and incorporating it into subparagraph “i.”

Previously, subparagraph “i” read:

i. The property owner must have owned the property as of October 27, 2017 and the property must be the primary residence of the property owner as of the date of application.

And subparagraph “vi” previously read:

vi. A property owner who, prior to October 27, 2017, had obtained a building permit which would indicate an intent to convert the property to a rental property is also eligible for the exception, regardless if the property is the property owner's primary residence.

As already stated, subparagraph "vi" was deleted and incorporated into subparagraph "i" so that 13.300(a)(i) is now amended to read:

- i. The property owner must have owned the property as of October 27, 2017 and either 1) the property must be the primary residence of the property owner as of the date of application, or 2) the property owner had obtained, prior to October 27, 2017, a building, electrical, plumbing or mechanical permit which would indicate an intent to convert the property to a rental property.

Another motion approved by Council was to add "electrical, plumbing, or mechanical" to "building permit." This was accomplished in the above paragraph.

The words "of a primary residence" were stricken from subparagraph "iii" because not only primary residence owners but also certain building/etc. permit holders can qualify for the exception. This was a necessary clean up to address the Council motions. The sentence "The exception only applies to the primary residence of a property owner established prior to the date of application" was deleted from the first paragraph under paragraph (10), as it was not accurate given the building/etc. permit exception, and the topic is addressed in subparagraph "i."

Another motion adopted was to strike the words "and current mortgage balance" from (11)(a)(v), and that was done (and the word "and" was inserted between the two items remaining).

If you have any questions, feel free to contact me.

#

ORDINANCE NO.

AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY ENACTING NEW SECTIONS 13.201 TERMS DEFINED “PRIMARY RESIDENCE” AND SECTION 13.300 (10) AND (11) THEREOF, FOR THE PURPOSE OF RENTAL CONCENTRATION EXCEPTIONS 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 new Sections 13.201 Terms Defined “Primary Residence” and Section 13.300 (10) and (11) as follows:

“Sec. 13.201. TERMS DEFINED

...

PRIMARY RESIDENCE: A residence which is the only place where a person has a true, fixed, and permanent home, and to where, whenever the person is briefly and temporarily absent, the person intends to return. A property owner may have only one primary residence.

...

Sec. 13.300. GENERAL

...

(10) Rental Concentration Cap Exception

For properties within a Rental Concentration Cap Neighborhood, a property owner of record on October 27, 2017 may apply for an exception in order to register their primary residence as a rental property and complete all requirements of the Rental Code to obtain a Letter of Compliance. The property owner is responsible for all application requirements for the exception, registering the property, and obtaining a Letter of Compliance. Upon completion of the requirements for the Letter of Compliance, the property may be sold to another property owner for use as a rental property. Any property sold subsequent to October 27, 2017 without a valid Letter of Compliance in regards to this exception shall not be eligible for a Letter of Compliance.

The exception is subject to minimum application standards and performance requirements described below. The exception may be approved by the Building Official upon review of the application for consistency with the standards of this Chapter. The Building Official may forward the application to the City Council for review upon any finding of irregularity in documentation with the application. A property owner may appeal the decision of the Building Official to the City Council. Property owners determined to have been renting without a required Letter of Compliance are not eligible for the exception.

(a) Exception Requirements

i. The property owner must have owned the property as of October 27, 2017 and either 1) the property must be the primary residence of the property owner as of the date of application, or 2) the property owner had obtained, prior to October 27, 2017, a building, electrical, plumbing or mechanical permit which would indicate an intent to convert the property to a rental property.

- ii. An application to register the property must be received by September 1, 2018.
- iii. The property owner must obtain an initial inspection and complete all requirements for a Letter of Compliance within six (6) months of the inspection date.
- iv. If a property owner has not obtained a Letter of Compliance within six months, the property registration shall expire and may not be renewed or reapplied for under this exception.
- v. Upon receipt of a Letter of Compliance for the property, a Letter of Compliance may not be renewed after twelve months from the original approval if the property is not used as bonafide rental property. Each subsequent renewal of the Letter of Compliance after the initial twelve months is subject to the property's continued use as a bonafide rental property.

(11) **Property Sale Hardship Exception.**

For properties within a Rental Concentration Cap Neighborhood, a property owner may apply to the Building Official for a hardship exception to allow registration of the property for rental purposes in order to facilitate the sale of the property. The hardship exception is subject to minimum application standards described below and may be approved by the City Council upon review of the application.

Approval of the Property Sale Hardship by the City Council is for a six-month period to allow for sale of property to a new owner in an arms-length transaction to another party. The property owner may request a six month extension of the approval in order to complete work required to obtain a letter of compliance and/or to complete the sale and transfer of the property. An initial Letter of Compliance (LOC) will only be issued for one year for property registered under the hardship exception process. The LOC cannot be renewed by the property owner approved for a hardship, but can be renewed by the new property owner consistent with the standards of the Rental Code. Property owners determined to have been renting without a required Letter of Compliance are not eligible for a Property Sale Hardship Exception.

(a) **Application Requirements.** A property owner must submit documentation related to the following as part of the hardship application:

- i. The property must abut registered rental properties on three sides, or the substantial equivalent of three sides. An abutting side includes any shared property line of the subject site and includes property lines with residential property located across the street or an alley. An abutting side includes any length of a property line that is 20 feet in length or greater.
- ii. The property must have been purchased or under a purchase agreement by the current owner prior to October 27, 2017.
- iii. The property has been offered and advertised for a minimum nine (9) consecutive months with a licensed realtor prior to the application for hardship.
- iv. Disclosure of any offers to purchase the property which have been declined.
- v. The original purchase price and date of purchase.
- vi. An appraisal prepared by a licensed appraiser for the value of the dwelling that also includes comparable sales within the appraisal.
- vii. A home inspection report describing the condition of the property.
- viii. Rental Housing Code pre-inspection and cost estimate for compliance with the Rental Housing code.

Upon submittal of the application to the Building Official, staff will review for completeness and adequacy of documentation provided within 10 days. Staff may request additional documentation in relation to the application requirements to determine completeness. Upon a determination that the application is complete, the application will be forwarded to the City Council within 30 days for Council review.

The City Council may approve a property sale hardship upon making both of the following findings:

1. The advantages to the neighborhood and the City of allowing for the property to be registered as a rental property to facilitate its sale outweigh the disadvantages to the neighborhood and City of exceeding the rental concentration cap.

2. The sale of the property would have been possible at a reasonable market value as a single family dwelling, but for the existence of the rental concentration cap.”

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: REQUEST FROM MOTHER'S PUB (2900 WEST STREET) TO ALLOW ALCOHOL SERVICE AT A SIDEWALK CAFÉ

BACKGROUND:

Last year, 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. 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.

Mother's Pub (2900 West Street) has submitted a request to implement a sidewalk café and serve alcohol at it. Mother's Pub has a Class C Liquor License and, because a majority of its sales come from selling alcoholic beverages during portions of the day, may not have minors on the premises after 4:00 p.m., 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. Additionally, approval of an Outdoor Service Privilege is necessary to allow alcohol service in the proposed café.

The sidewalk café regulations call for the City Council to consider requests from establishments in Mother's Pub'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** – Mother's Pub's proposed site is open and unobstructed by existing street furniture, utility accesses, or other equipment. This is a particularly wide area of sidewalk, and the only potential obstruction is a single parking meter stand. The proposed sidewalk café will utilize five tables and will take up five feet of the 13-foot sidewalk. There are several large windows in the front of the establishment that will allow staff to monitor the entire sidewalk café from inside the building. Management at the establishment indicate that there will always be at least two staff members present who can check the café regularly and monitor it for issues.
2. **Compliance History/Staff Training** – A review of Police records indicates very few calls for service at Mother's Pub in recent history. In 2017, one person was arrested for public intoxication and one call for service was received for disorderly conduct. The establishment passed the most recent alcohol service compliance check conducted by the Police Department. The Police Department noted that the establishment has not had representation from its staff at either

the ID-card trainings or quarterly bar meetings. The applicant indicates that several staff members will participate in Training for Intervention Procedures (TIPS) training, which is a nationally recognized alcohol educational program. The Police Department has noted that although this training likely has some value, it would not cover local trends in fake IDs or hands-on training for ID review. **The Police Department recommendation would be for the bar staff to attend the monthly ID card training.**

3. **Other Factors the Council Deems Relevant** – This is only the second request the City has received to serve alcohol at a non-restaurant sidewalk café. In the first such approval process, the City Council did not indicate any additional factors that should be taken into consideration by staff when evaluating these requests. However, should the City Council have specific concerns now, 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 Mother's Pub 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.

City staff met with the applicant to review these and other sidewalk café regulations. Upon review of the application materials, the application appears complete and in order. The Council has received a request from only one other establishment through this exception process, Della Viti, located at 323 Main Street. Della Viti was recently approved by the City Council for a second year of sidewalk café operation.

It should be noted that in the first approval for an exception of this type (Della Viti), the Council's approval was only valid for the current sidewalk café season. Della Viti was required to obtain approval for the exception from the City Council for subsequent years, thereby allowing staff to report regarding the safety and success of the alcohol service. Staff anticipates taking a year-by-year approach to Mother's Pub as well.

Staff should note that alcohol service at sidewalk cafes and the other reforms implemented by the City Council last year have generally been safe and successful. An increasing number of restaurants are taking advantage of the opportunity to host sidewalk cafes. City staff has identified a handful of establishments that have struggled

to meet all of the sidewalk café requirements when setting up for their second season, and has had constructive conversations to inform them of the requirements.

ALTERNATIVES:

1. Approve the requests from Mother's Pub for an Outdoor Service Privilege and a waiver to allow alcohol service at its sidewalk café during the 2018 sidewalk café season, contingent on establishment staff attending Police Department sponsored ID card training.
2. Approve the requests as stated in Alternative 1 above, but do not require the applicant to participate in ID card training.
3. Refer the request to staff for additional information.
4. Deny the request.

MANAGER'S RECOMMENDED ACTION:

The service of alcohol at sidewalk cafés is a new experience for the City. City staff has on occasion 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 good compliance record, and the site conditions and other factors lend to a more easily controlled environment where alcohol would be served. 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. The experience from this season can be evaluated if Mother's Pub requests to be able to host a sidewalk café again in the future.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the requests from Mother's Pub for an Outdoor Service Privilege and a waiver to allow alcohol service at its sidewalk café during the 2018 sidewalk café season, contingent on establishment staff attending Police Department sponsored ID card training.

Applicant License Application (LC0036175)

Name of Applicant: <u>VSS Corporation</u>		
Name of Business (DBA): <u>Mother's Pub</u>		
Address of Premises: <u>2900 West St</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50010</u>
Business	<u>(515) 292-2301</u>	
Mailing	<u>2900 West St</u>	
City <u>Ames</u>	State <u>IA</u>	Zip: <u>50010</u>

Contact Person

Name <u>David Blakeley</u>	
Phone: <u>(515) 290-7719</u>	Email <u>blakeleydavid@aol.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term:12 months

Effective Date: 05/28/2018

Expiration Date: 05/27/2019

Privileges:

Class C Liquor License (LC) (Commercial)

Outdoor Service

Status of Business

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

Ownership

David Blakeley

First Name: <u>David</u>	Last Name: <u>Blakeley</u>	
City: <u>Ames</u>	State: <u>Iowa</u>	Zip: <u>50010</u>
Position: <u>President</u>		
% of Ownership: <u>50.00%</u>	U.S. Citizen: <u>Yes</u>	

Joel Paulson

First Name: <u>Joel</u>	Last Name: <u>Paulson</u>	
City: <u>Ames</u>	State: <u>Iowa</u>	Zip: <u>50014</u>
Position: <u>Sect/Treasurer</u>		
% of Ownership: <u>50.00%</u>	U.S. Citizen: <u>Yes</u>	

Insurance Company Information

Insurance Company: <u>Founders Insurance Company</u>

Policy Effective Date: 05/28/2018

Policy Expiration 05/28/2019

Bond Effective

Dram Cancel Date:

Outdoor Service Effective 05/28/2018

Outdoor Service Expiration 05/27/2019

Temp Transfer Effective

Temp Transfer Expiration Date:

COUNCIL ACTION FORM

**REQUEST: SET A DATE OF PUBLIC HEARING FOR THE PROPOSED AMES
CAMPUSTOWN SELF-SUPPORTED MUNICIPAL IMPROVEMENT
DISTRICT (SSMID)**

BACKGROUND:

The Campustown Action Association (CAA) has submitted a petition to create the Ames Campustown Self-Supported Municipal Improvement District (SSMID) pursuant to Chapter 386 of the Code of Iowa. The desire of CAA to create a SSMID is to further their vision to create and foster a vibrant Campustown by providing additional services and activities for the benefit of property owners in the district. The proposed SSMID boundary includes commercial properties within the Campustown Service Center, CSC, Zoning District (Attachment 1).

A SSMID is a self-taxing body that assesses and applies a levy rate to commercial properties within an approved district. Chapter 386 of the Code of Iowa lays out the process and requirements that need to be met in order to create a SSMID. The initial steps require the submittal of a petition that included the signatures of a minimum of twenty-five percent of all property owners within the SSMID boundaries and signatures of property owners that make up at least twenty-five percent of the assessed property values within the SSMID boundaries (Attachment 2). Staff has certified that the CAA petition includes 45.8% percent of the property owners that represent 41.8% of the assessed property value. The properties that have signed the petition are shown on the map in Attachment 2.

	Number of Properties	Assessed Value
Signed Petition Properties within SSMID boundary	33	\$10,228,700.00
All Commercial Properties within SSMID boundary	72	\$24,454,960.00
Percentage (Minimum 25% Required)	45.8%	41.8%

Some of the properties located within the proposed SSMID boundary are residential or a mix of residential and commercial uses. All residential properties are exempt from the SSMID levy and those properties and values are not included within the petition. Other

properties that are exempt from paying property taxes are exempt from the SSMID levy as well (e.g., churches and Planned Parenthood). If approved, the SSMID levy will apply to all commercial properties within the district regardless of the property owner's signature of support for the petition.

The levy rate for a SSMID is proposed by the entity presenting the petition. The letter and petition submitted by CAA details why said rates were chosen and what type of projects the revenues will fund (Attachment 3). City staff estimates that the combined levies will generate approximately \$50,000 to \$70,000 in the first year of the SSMID. The proposed Ames Campustown SSMID has two rates:

- \$2.00/\$1,000 of taxable valuation on buildings that are 100 percent commercial assessed
- A range of \$5.00/\$1,000 to \$8.00/\$1,000 of taxable valuation on commercial square footage of buildings that are in mixed-use buildings. **This rate will initially be \$5.00/\$1,000.** If and when the SSMID Board wants to increase this levy rate it may do so with City Council approval, as long as it does not exceed the maximum proposed rate of \$8.00/\$1,000 of taxable valuation. If at any time the SSMID Board wants to adopt a rate that exceeds the \$8.00/\$1,000, the request would have to come as new petition and go through the same approval process as if a new SSMID were being created.

On June 20, 2018, the Planning and Zoning Commission reviewed the petition for the SSMID as required by state law. Representatives of the CAA were present and spoke in support of the proposal. The Commission reviewed the proposed activities and taxing rates. The Commission also reviewed the information for the petition regarding both the number and value of the properties. The Commission also inquired about the notification procedures for the establishing the SSMID. Staff explained no notice was required with the initial review by the Commission, but at the time of setting a public hearing with the City Council notice is required by certified mail of the hearing. Staff also explained that state statute identifies a procedure to protest creating a SSMID. The Commission voted 2-1 with one abstention to find the proposed SSMID to be financially feasible and that it has merit based on the proposed programming to be beneficial to the district.

The next step in the process is that City Council will need to set a date of Public Hearing. Iowa Code 386 requires all property owners within the proposed SSMID boundary to be notified by certified mail at least 15 days prior to the public hearing. This noticing requirement makes July 31, 2018 the earliest City Council meeting available for a public hearing.

Additionally, Chapter 386 of the Iowa Code requires three readings of an ordinance in order to approve a SSMID. Statute also includes a requirement that the third reading and final approval cannot take place until 30 days after the public hearing. If the first

reading of the ordinance was to occur on July 31st, the earliest date for a third reading to establish the SSMID would be September 11th.

ALTERNATIVES:

1. The City Council can set a date of public hearing for July 31, 2018.
2. The City Council can set a date of public hearing for a future date after July 31, 2018.
3. The City Council can delay setting the date of public hearing if more information is requested.

CITY MANAGER'S RECOMMENDED ACTION

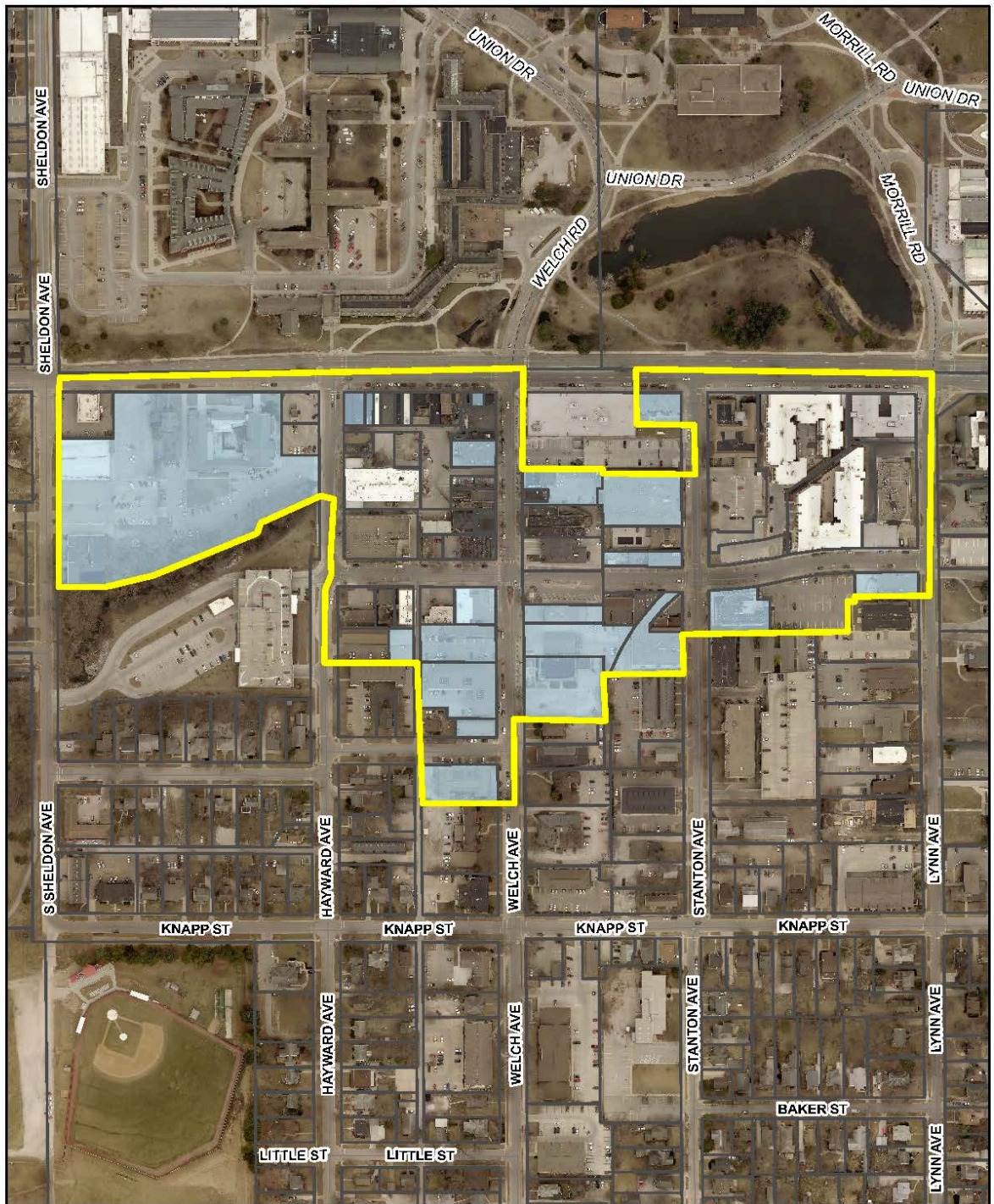
Iowa Code Chapter 386 establishes the process for authorizing a SSMID. The City Council is at the second step in the process of determining to proceed with review of the SSMID by setting a date of public hearing. Notice to properties owners is required by certified mail prior to the public hearing at least 15 days prior to hearing.

Additionally, property owners within the proposed district may also provide a petition protesting the creation of the SSMID. If property owners representing 25% of the properties or values provide a petition of remonstrance for the SSMID, the City Council would be required to approve the SSMID with a unanimous vote rather than the $\frac{3}{4}$ majority vote. If a remonstrance petition for 40% of the properties is provided prior the public hearing, the SSMID is forced to be withdrawn.

It is the recommendation of the City Manager that the City Council supports proceeding with the SSMID petition process and setting the date for public hearing on July 31st.



4



Properties within SSMID boundaries

Attachment 3 CAA's request



campustown
action
association

April 17, 2018

A Self-Supported Municipal Improvement District (SSMID) is a mechanism for property owners and businesses in a defined area to fund improvements and services. Generally, SSMIDs are established to deliver a variety of services above and beyond the level of existing services. They can be used as an economic development tool to revitalize neighborhoods, improve business growth and retention, and help unify a district. Once established, the levied funds are used to pay for projects and services aimed at keeping the district economically competitive. The Campustown Action Association (CAA) is requesting approval to create the Ames Campustown SSMID utilizing the boundaries of the Campustown Service Center (CSC).

While the use of SSMID funds is dependent on the needs of an individual district, uses generally fall under two categories: maintenance or improvements. In Campustown, maintenance projects would include sidewalk snow removal, power washing and litter pick up. Improvements would cover projects that add to the appeal of the district, such as plants for sidewalk planters, additional way-finding signage, banners, or holiday lights. SSMID funds will also be used to cover a portion of the district's administrative costs, fund district events and take the place of membership dues.

CAA did extensive research on existing SSMIDs throughout the state. This information, coupled with estimates received from vendors, brought us to our proposed rate of \$2/thousand of taxable valuation. A change in legislation during our process removed the option of taxing residential portions of mixed-use buildings. The population growth of the CSC is a driving factor in our bid to create an improvement district, therefore we needed to find a way to capture these "lost" funds. The decision was made to have a separate rate proposed for mixed-use buildings. This rate of \$5/thousand of taxable valuation is only levied on the commercial portion of the mixed-use building, yet it does help account for the use and wear of these residents on the district.

Two separate mailings were sent to property owners in the CSC detailing the proposed SSMID. CAA also held multiple public meetings to gather input from property and business owners in the district. Throughout the process, our Business Improvement and Community Outreach committees made monthly efforts to reach out to those who did not respond.

SSMIDs first existed in Iowa beginning in 1977. They were conceived as a way for areas experiencing blight, or expecting growth, to finance projects aimed to create positive conditions for businesses. Through continued partnership with the City of Ames and Iowa State University we can strengthen and unify the Campustown District, making it a more appealing place for people to spend time in. The Campustown Action Association feels strongly that creating a sustainable funding source for projects and maintenance in the Campustown District will allow us to achieve a desirable environment for our businesses, residents and the entire Ames Community to enjoy.

119 Stanton Ave. #602

Ames, IA 50014

www.amescampustown.com

Attachment 3 cont'd
Ames Campustown SSMID Petition

PETITION TO ESTABLISH THE AMES CAMPUSTOWN
SELF-SUPPORTED MUNICIPAL IMPROVEMENT DISTRICT
PURSUANT TO CHAPTER 386 OF THE CODE OF IOWA

We, the undersigned, being at least 25 per cent of all owners of property within the self-supported municipal improvement district proposed and hereinafter defined by this petition, and being owners of property within the proposed district having an assessed value of at least 25 per cent of the assessed value of all the property in the proposed district, hereby petition the City Council of the City of Ames, Iowa, pursuant to the provisions of Chapter 386 of the Code of Iowa (the "Act") as follows:

- 1) To establish a self-supported municipal improvement district in the City of Ames, Iowa, as follows:
 - a) The name of the district shall be the "Ames Campustown Self-Supported Municipal Improvement District" (hereinafter referred to as the "Proposed District"),
 - b) The purposes of the Proposed District shall be the undertaking of actions and the design and construction of any and all improvements authorized by the Act and the performance of administration, redevelopment, and revitalization of the Proposed District, as authorized by the Act, any and all of which actions and improvements are intended to benefit property within the Proposed District,
 - c) A description of the property within the Proposed District is:

A PARCEL IN THE CITY OF AMES, STORY COUNTY, IOWA; THE BOUNDARY LINE DESCRIBED AS FOLLOWS:
BEGINNING AT THE CENTERLINES OF LINCOLN WAY AND S SHELDON AVENUE, CITY OF AMES, STORY COUNTY, IOWA; THENCE EASTERLY ON SAID LINCOLN WAY CENTERLINE TO THE CENTERLINE OF WELCH AVENUE; THENCE SOUTHERLY ON SAID WELCH AVENUE CENTERLINE TO THE EXTENSION OF A SOUTH LINE DESCRIBED AS PARCEL AA IN BEARDSHEAR'S ADDITION AND PARKER'S ADDITION ON THE WEST LINE OF SAID PARCEL AA; THENCE EASTERLY 190.34 FEET TO A POINT ON THE SOUTH PROPERTY LINE OF SAID PARCEL AA IN BEARDSHEAR'S ADDITION AND PARKER'S ADDITION; THENCE SOUTHERLY 7.98 FEET TO A POINT ON THE SOUTH PROPERTY LINE OF SAID AS PARCEL AA IN BEARDSHEAR'S ADDITION AND PARKER'S ADDITION, THENCE EASTERLY ON THE EXTENDED SOUTH LINE OF AS PARCEL AA IN BEARDSHEAR'S ADDITION AND PARKER'S ADDITION TO THE CENTERLINE OF STANTON AVENUE; THENCE NORTHERLY ALONG THE CENTERLINE OF STANTON AVENUE TO THE CENTERLINE OF LINCOLN WAY; THENCE EASTERLY ALONG THE CENTERLINE OF LINCOLN WAY TO THE CENTERLINE OF LYNN AVENUE; THENCE SOUTHERLY ON SAID LYNN AVENUE CENTERLINE TO THE EXTENSION OF A SOUTH LINE DESCRIBED AS BEGINNING 45 FEET SOUTH OF THE NORTHEAST CORNER OF LOT 5 IN GREER'S SUBDIVISION OF LOT 24 OF PARKER'S ADDITION ON THE EAST LINE OF SAID LOT 5; THENCE WESTERLY TO A POINT ON THE WEST LINE OF SAID LOT 5, 46 FEET SOUTH OF

THE NORTHWEST CORNER OF SAID LOT 5; THENCE NORTHERLY ON THE EXTENDED WEST LINE OF SAID LOT 5 TO THE CENTERLINE OF CHAMBERLAIN STREET; THENCE WESTERLY ALONG THE CENTERLINE OF SAID CHAMBERLAIN STREET TO THE EXTENDED EASTERLY LOT LINE OF WESTERLY ALONG THE CENTERLINE OF SAID CHAMBERLAIN STREET TO THE EXTENDED EASTERLY LOT LINE OF PARCEL S OF LOT 17 IN PARKER'S ADDITION, SAID EASTERLY LOT LINE IS 116.48' EAST ON A CURVE BEING ON THE SOUTH RIGHT-OF-WAY OF SAID CHAMBERLAIN STREET; THENCE SOUTHERLY ON SAID EASTERLY LINE 31.78 FEET TO A CORNER ON SAID PARCEL S; THENCE EASTERLY ON SAID PARCEL S TO A POINT ON THE EAST LINE OF SAID PARCEL S; THENCE SOUTHERLY ON THE EAST LINE OF SAID PARCEL S TO THE SOUTHEAST CORNER OF SAID PARCEL S; THENCE WESTERLY ON THE EXTENDED SOUTH LINE OF SAID PARCEL S TO THE CENTERLINE OF STANTON AVENUE; THENCE SOUTHERLY ON THE CENTERLINE OF SAID STANTON AVENUE TO THE EXTENDED SOUTH LINE OF LOT 2, SECOND ADDITION, TERRA FIRMA SUBDIVISION; THENCE WESTERLY ON SAID SOUTH LINE TO THE SOUTHWEST CORNER OF SAID LOT 2; THENCE WESTERLY ON THE SOUTH LINE OF A LOT DESCRIBED AS THE SOUTH 120 FEET OF LOT 1 WEST OF RAILWAY, PARKER'S ADDITION, TO A POINT ON THE EAST LINE OF LOT 8, BLOCK 1, IN BEARDSHEAR'S ADDITION; THENCE SOUTHERLY ON SAID EAST LINE OF LOT 8 TO THE WEST RIGHT-OF-WAY LINE OF THE DEEDED F. DODGE, DES MOINES AND SOUTHERN RAILWAY COMPANY RECORDED IN BOOK 2012 PAGE 9886; THENCE SOUTHWESTERLY ON SAID RAILWAY RIGHT-OF-WAY TO A POINT ON THE NORTH LINE OF LOT 9 IN SAID BLOCK 1; THENCE EASTERLY ON SAID LOT 9 TO THE NORTHEAST CORNER OF SAID LOT 9; THENCE SOUTHERLY ON THE EAST LINE OF SAID LOT 9 TO A POINT ON THE NORTH 60 FEET OF SAID LOT 9; THENCE WESTERLY ON THE EXTENDED NORTH 60 FEET OF SAID LOT 9 TO THE CENTERLINE OF WELCH AVENUE; THENCE SOUTHERLY ON SAID WELCH CENTERLINE TO THE EXTENDED SOUTH LINE OF LOT 1, BLOCK 2, BEARDSHEAR'S ADDITION; THENCE WESTERLY ON THE EXTENDED SOUTH LINE OF SAID LOT 1 TO THE CENTERLINE OF THE EXTENDED CENTERLINE OF CHAMBERLAIN PLACE; THENCE NORTHERLY ON THE SAID EXTENDED CHAMBERLAIN PLACE CENTERLINE TO THE EXTENDED SOUTH LINE OF LOT 14 IN BLOCK 3 IN AUDITOR'S REPLAT OF BLOCKS 3, 4, AND 5, BEARDSHEAR'S ADDITION AND WALTER'S SUBDIVISION IN THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 83 NORTH, RANGE 24 WEST OF THE 5TH P.M.; THENCE WESTERLY ON THE SOUTH LINE OF SAID LOT 14 TO THE SOUTHEAST CORNER OF LOT 7 OF SAID AUDITOR'S REPLAT; THENCE WESTERLY ON EXTENDED LINE OF SAID LOT 7 TO THE CENTERLINE OF HAYWARD AVENUE; THENCE NORTHERLY ON SAID HAYWARD AVENUE TO THE EXTENDED SOUTH LINE OF PARCEL K LOCATED IN PART OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER OF SECTION 9, TOWNSHIP 83 NORTH, RANGE 24 WEST OF THE 5TH P.M., AND IN HOOVER'S ADDITION AND IN SAID AUDITOR'S REPLAT; THENCE SOUTHWESTERLY ON THE EXTENDED SAID SOUTH LINE OF PARCEL K TO THE CENTERLINE OF S. SHELDON AVENUE; THENCE NORTHERLY ON SAID CENTERLINE OF S. SHELDON AVENUE TO THE POINT OF BEGINNING.

- 2) To establish an Operation Fund with respect to the Proposed District to be known as the "Campustown Self-Supported Municipal Improvement District Operation Fund" (the Operation Fund"), and levy an annual tax (the "Operation Tax") upon the property, as defined in the Act (excluding property assessed as residential property for property tax purposes) within the Proposed District (the "Property") for the purposes of: (a) paying the administrative expenses of the Proposed District, as defined and authorized in the Act, and/or (b) paying part or all of the maintenance expenses of "improvements" as defined in the Act, with respect to the Proposed District. The district levy will continue until dissolved in accordance with the provisions of Chapter 386 of the 2013 Code of Iowa, commencing with the levy of taxes collection in the fiscal year beginning July 1, 2018.
 - a) The Operation Tax shall be levied at an initial rate of \$2.00 per thousand of taxable valuation upon parcels in buildings which are 100% commercial assessed. The Operation Tax shall not exceed a rate of \$5.00 per thousand dollars of taxable valuation on parcels in buildings which are 100% commercial assessed during the lifetime of the District.
 - b) The Operation Tax shall be levied at an initial rate of \$5.00 per thousand of taxable valuation upon parcels in buildings with mixed assessment. The Operation Tax shall not exceed a rate of \$8.00 per thousand dollars of taxable valuation on parcels in buildings with mixed assessment during the lifetime of the District.
 - c) The levy rate shall be reviewed at minimum every 3 years to ensure the Operation Fund maintains a level appropriate to performing services in accordance with the Act. Any rate change must be approved by City Council.
- 3) To disburse annually revenues collected in the Operation Fund for one or more of the following purposes, pursuant to the budget submitted to the City Council by the SSMID Board of Directors.
 - a) Communications and Advocacy including:
 - i) Develop a branding and marketing campaign for district
 - ii) Manage media relations to project a positive image
 - iii) Promote a positive image with public relations initiatives
 - iv) Advocate to attract additional resources to improve district
 - b) Director/Staff Operations including but not limited to:
 - i) Street beautification
 - ii) Cosmetic improvements such as seasonal banners and decorations
 - iii) Public event planning
 - iv) Gateways, signage and public art
 - v) Special projects to improve and beautify public spaces
 - c) Enhanced Maintenance including:
 - i) Sidewalk cleaning/power washing
 - ii) Sidewalk snow removal
 - iii) Litter pick-up
 - iv) Ongoing maintenance of SSMID-financed improvements that are deemed to be beyond the City's base level of services
 - v) Enhanced services that would not be expected from the City

- 4) The SSMID shall be guided by the board of the Campustown Action Association.
- 5) To require the SSMID Board to submit to the Ames City Council a budget showing, in general terms, proposed expenditures of SSMID funds for the fiscal year. Once the budget has been approved by the City Council and the assessment has been collected, the City will transfer the entire annual SSMID allotment to the SSMID Board who will oversee administration and allocation of those funds.
- 6) It is the intent of this Petition that the City of Ames and the District will continue to work together to establish roles of both organizations pursuant to a Memorandum of Agreement (MOA) which outlines current and future responsibilities of both organizations with regard to District services, maintenance, and operations described in this Petition.

Staff Report

PUBLIC WORKS MAJOR PROJECT UPDATES

July 10, 2018

BACKGROUND:

The Public Works Department is engaged in three major projects which will significantly impact the citizens of Ames. Unfortunately, these projects have not been progressing as quickly as first anticipated. Therefore, this report will update the City Council and the community of the most recent status of these projects.

EAST INDUSTRIAL AREA UTILITY EXTENSION:

The East Industrial Area Utility Extension Project is being designed to provide water and sanitary sewer to developable lots in the proposed Prairie View Industrial Center located east of I-35 along East Lincoln Way. City staff has been working with Stanley Consultants, Inc. to design and prepare plans for water main extension, new gravity and force sanitary sewer main, and a sanitary sewer lift station along the East Lincoln Way corridor. These utility improvements are an Iowa Economic Development Authority requirement for certification of this area as a Super Park. Staff has also been working closely with Alliant Energy to coordinate easements and future utilities. The plans for this project are 95% complete. Land and easement acquisition work has been ongoing for the last several months. Some recent project developments include the following:

- The sanitary sewer lift station site was increased to approximately 1.7 acres in size to accommodate the future installation of an elevated water tank. The extra land will be acquired as part of this project with funding from the Water and Pollution Control portion of the budget.
- The potential lift station site was moved to the SW corner of the intersection of East Lincoln Way and 580th Street due to Alliant Energy currently holding a land option on any land sales over the NW corner property. The SW corner is currently the best option because the NE corner contains an existing 10" gas main and the SE corner contains a residential property. A land appraisal will be ordered for this potential site and once reviewed, the land owner will be approached with property acquisition offer.
- In coordinating the City's infrastructure project, it was discovered that Alliant Energy has existing gas easements along the north side of East Lincoln Way. It has been coordinated with Alliant Energy that there is potential for some of these easements to be converted into Public Utility Easements so to be also used for the gravity sanitary sewer associated with this project. Coordinating with Alliant Energy, it has been determined that the City's land services consultant will

approach each land owner to obtain a Public Utility Easement, which in some locations will be in the same area as the existing Gas Easement (which will then be abandoned).

- Recent discussions with the AEDC staff have indicated that they are recruiting companies that are larger users of water/sewer than originally planned. Therefore, the size of the pipes might have to be increased if the City Council supports this industrial recruitment strategy by the AEDC.

Even without this resizing, the latest cost estimate for this project is approximately \$500,000 over the budgeted amount of \$5,000,000. Staff is continuing to evaluate cost savings options as part of the plan review process.

Pending land and easement acquisitions (and any direction for re-design), this project is expected to be let for bid in late summer with construction to begin in fall 2018. The project would then be completed in the spring and summer of 2019.

One issue on which the Council should give direction involves whether or not to establish an assessment district along this corridor so that any new industries locating there would have to pay a hook up fee to receive water or sanitary sewer service. An argument for establishing the district is to recoup the cost of the construction for the infrastructure improvements so that the benefitting users pay for the improvements instead of the entire customer base of each utility. Even if the district is established, the Council can, on a case by case basis, waive this fee as part of an incentive package to an incoming industry to the area.

Located within the boundary of the East Industrial Area are several existing residential properties. When considering the assessment district, Council should also give direction whether these residential properties are charged a hook up fee at the same assessment rate as new industries or whether these residents are allowed to connect at the standard rate of \$20 per lineal foot of property frontage for each water and sanitary sewer service (per Municipal Code Appendix F).

However, an argument against such action is that the City Council made a decision in the past to pay for the utility extensions as part of its commitment to economic development. Water and Sewer rates were increased to cover these costs without reflecting the receipt of any revenues from hookup fees in the funds.

FLOOD MITIGATION – RIVER FLOODING (SQUAW CREEK NEAR S DUFF AVENUE):

City Council provided direction for staff on the preferred hydraulic alternative to use in developing the Flood Mitigation – River Flooding project. This direction impacts the Grand Avenue Extension project as well.

This alternative was for Full Build (Channel Shaping), which means channel shaping with a reconnection to the floodplain. It would mean a flood reduction of estimated 0.5 - 2.0 feet at various locations in the S. Duff Avenue area. The original construction cost was estimated to be \$4.6 million.

During 2017, Public Works Engineering staff worked with the various other departments of City, the design consultant (WHKS & Co.), Story County Emergency Management, and Iowa Department of Homeland Security and Emergency Management staff persons to pull together eligible, documentable evidence of flood damage in the project area. This documentation was then used in preparing and submitting a grant application to FEMA in fall 2017.

The Public Works Engineering staff was notified on March 23, 2018 that the City was not successful in receiving nationally competitive FEMA grant funds for the Flood Mitigation - River Flooding project. In talking with Iowa Department of Homeland Security and Emergency Management staff, they suggest evaluating the project further for project phasing options and offered to aid City staff in pursuing other grant funding for the project, if interested. Concurrently, they also asked FEMA for feedback about our submitted grant application to aid in considering whether re-application in fall 2018 is an option.

Since that time, feedback has been received from FEMA. Iowa Department of Homeland Security and Emergency Management staff feels optimistic we can supplement and re-package the grant application to respond to their comments as part of the next round of nationally competitive FEMA grant applications. Though this round of funding has not yet been opened for applications, it would be anticipated to occur in fall 2018. Staff is continuing to work with WHKS & Co. and Iowa Department of Homeland Security and Emergency Management staff to submit a grant application. If funding is available, and we are successful, money would be first available no earlier than 2020.

Design consultant WHKS & Co has prepared land impact/project exhibits to use during conversations with affected property owners. These meetings with adjacent property owners commenced on July 5, 2017 once environmental clearance was received and are continuing to be held.

Land acquisition appraisals have been ordered for several of the permanent easement and full acquisition properties. Upon review of some of the appraisals, some existing easements were not taken into consideration, so it is being requested that the documents be revised to reflect existing easements (which also impacts the values shown). All appraisals and land acquisitions will need to follow the federal process to remain eligible for the FEMA grants. Once final appraisals are received, they need to be independently reviewed as part of the federal process, after which copies can be provided to the land owners.

As the design of this project continues to develop, the cost estimates are being updated. This design will develop further as the next FEMA grant application is developed for a

fall 2018 submission. Considering the budget, some smaller valued acquisitions (easements) may be able to be purchased, however, the larger areas need to be considered as part of the federally-funded project costs to have the necessary local matching funds. It is anticipated that additional local funding will be needed to achieve this project.

	Fiscal Year			
Flood Mitigation - River Flooding	2015/16	2016/17	2018-2020	
Expenditures				Total Expenditures
Design Contract	\$138,000			\$138,000
Design Amendment (Anticipated)			\$125,000	\$125,000
Land Acquisition (Est)			\$1,800,000	\$1,800,000
Construction (Est)			\$4,276,000	\$4,276,000
Engineering/Constr Admin			\$592,200	\$592,200
				\$6,931,200
Funding Shown in CIP				Total CIP Funding
GO Bonds	\$644,000	\$500,000		\$1,144,000
FEMA Hazard Mitigation Grants	\$434,000	\$1,000,000		\$1,434,000
Anticipated Funding Needed				Total Anticipated Funding Needed
Local Match (25%) Plus Design Eng (Not Grant Eligible)			\$1,930,050	\$1,930,050
Anticipated FEMA Grant Funding (75%)			\$5,001,150	\$5,001,150
				\$6,931,200
Anticipated Local Funding Shortfall				\$786,050

GRAND AVENUE EXTENSION:

The design of the projects has been progressing since early 2017 when the design was kicked off and the "Finding of No Significant Impact" was received from the Federal Highway Administration May 2017. Right-of-way acquisitions with numerous property owners and permitting through the Iowa Department of Natural Resources (DNR) and US Army Corps of Engineers (USACE) is underway. A public meeting was held in late 2017 to inform the public of progress and gather feedback.

The project was broken into three sections to allow for potential flexibility in timing of construction and funding. The sections are: S 5th St extension and the portion of S Grand Ave from Squaw Creek Drive (the existing dead end) to S 5th St., S Grand Ave South of S 5th Street (this portion includes two bridges to accommodate Squaw Creek under the roadway), and reconstruction and widening additional turn lanes at S Duff Ave and S 16th St intersection.

S 5th St and S Grand Ave (Squaw Creek Drive to S 5th St)

Design Progress – The design of this phase of the project is approximately 90% complete. The plans have been reviewed by the Iowa DOT and City Staff at both the “preliminary” and “check” plan stages. Currently the work remaining to complete is the design related to an extension of trail along S 5th St to S Duff Ave (next to Aldi), a potential bus drop off near the Boys and Girls Club, and modifying the storm sewer design along S Grand Ave to accommodate a widening of the roadway to four lanes should it be warranted in the future (the intent is to not have to reconstruct the storm sewer at the time a future widening would take place). The current plan for bidding the project is to receive bids in late 2018, likely November or December and begin construction as soon as possible after that time.

Right-of-way Acquisition – The Right-of-way acquisition involving multiple parcels is underway. Both permanent right-of-way and temporary easements are necessary. Several property owners have verbally agreed to accept offers based on appraisals and negotiations conducted. Owners of three parcels within this section have indicated they are not in agreement with the appraisals and offers and an agreement has not been able to be reached. The parcels are below.

- A. *428 Stonehaven Dr.* - This parcel is owned by Stone Court Apartments Cooperative Housing Association. The southern portion of this parcel is needed as S 5th must cross the parcel. Additionally, the portion south of S 5th St leading to Squaw Creek is planned to be acquired as the roadway severs the parcel by cutting through the middle. The portions to be acquired lie within the existing floodplain and/or floodway for Squaw Creek. The property owner has voiced their concern of the roadway impacting future development potential south of their existing buildings. In the latest negotiations the property owner requested approximately three times the appraised value for compensation plus various other conditions.
- B. *450 S Grand Ave* – This parcel is owned by Kent and Joan Cooper. This parcel is directly adjacent to 428 Stonehaven Court and the proposed impact are similar. The property lies within the floodplain and/or floodway as well. The property has also disagreed with the appraised value and has expressed concern about the future development potential for this parcel. The property owner has also requested the remainder be rezoned from Agricultural Zoning to High Density Residential as part of the acquisition of the area needed for S 5th St construction.
- C. *505 S Duff Ave* – This parcel is owned by Nancy Bundy and is the property where the Aldi supermarket is located. The project needs a temporary easement to reconstruct the driveways to accommodate a trail vs. the sidewalk in this location today. The property owner has requested to be reimbursed \$22,710 for a sidewalk they had to replace along S Duff Ave as part of the previous

development for the parcel. Other temporary easements on the project are valued in the hundreds of dollars.

S Grand Ave (south of S 5th St)

The design of this project is approximately 75% complete. It had yet to be reviewed at the “check” plan stage. The remaining design of this portion is contingent on the results from the soil borings, which are currently underway. The project is currently planned for bidding at the same time as the S 5th St project, though funding needs to be considered. This project is the most expensive section of the project due to the two bridges.

Right-of-way Acquisition – The Right-of-way acquisition is underway, both permanent right-of-way and temporary easement are required. Iowa State University and the Janice Walter Trust have verbally agreed to acquisition. The remaining parcel acquisition is owned by Scott Randall and is located in the southern portion of Coldwater Golf Links. The roadway project is not anticipated to permanently impact the existing golf course holes, except for two areas. The first area is the third tee box on Hole 8. This tee box is too near to Worle Creek to allow for the relocation of the creek bank where Worle Creek is impacted by South Grand Ave. An alternate location for the tee box directly west of the existing location has been identified. The other area of the golf course to be impacted is the existing cart path between the front 9 holes and back 9 holes. S Grand Ave will directly cross this path. An underpass under the roadway has been included in the design plans to accommodate the golf carts and the associated paths will be reconstructed as required.

Several meetings with Mr. Randall and Coldwater Golf Links staff have been held. Mr. Randall has made it clear he does not want the roadway in its planned location and does not intend to voluntarily sell the right-of-way necessary to the City. Mr. Randall would also not grant permission for the required soil borings to be taken on his property. The City was able to recently gain access to the property to take soil borings after notifying Mr. Randall of the intent to get the soil borings as required by Iowa Code 314.9.

S Duff Ave and S 16th St (reconstruction and widening)

The design of this portion of the project is approximately 30% complete. This section is significantly smaller than the other two projects on S Grand Ave. Recently a raised median was added to the design both east and west of S Duff Ave on S 16th St after discussion with the Iowa DOT on the safety of the intersection and the Traffic Safety Improvement Program funding the City of Ames was awarded by the Iowa DOT. The raised median makes the roadway wider than previously planned. The impacts of this are being finalized and discussions with some of the affected property owners have occurred. Discussions with the remaining property owners are expected to occur over the next couple of months to finalize the impacts. A public information meeting for the affected businesses will likely take place later this summer. Construction is planned to take place in spring 2019.

Right-of-way acquisition – The largest right-of-way need for this project is on the SW corner of S Duff Ave and S 16th St. This parcel is owned by Tomco LLC. Discussions have been had with representatives for Tomco LLC on the design and the appraisal is currently being revised based on those discussions. Once the appraisal is finished additional discussion with Tomco LLC will begin followed by discussions with the other property owners.

Engineer Cost Estimate and Funding Summary:

As the designs of these three projects continue to develop, the cost estimates are being updated. The current CIP reflects a significant amount of the funding for this project from State/Federal grants. **However, it should be emphasized that as shown on the last page of this report, a funding deficiency of \$2,345,000 remains at this time.** In the meantime, grant applications are continuing to be submitted for consideration. Ultimately, getting project plans out for bid during a good bid environment will be critical.

COUNCIL ACTION FORM

**SUBJECT: PURCHASE AGREEMENT FOR LAND FOR THE NORTH RIVER
VALLEY WELL FIELD & PIPELINE PROJECT**

BACKGROUND:

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

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

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

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

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

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

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

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

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

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

Staff anticipates being ready for bidding later this summer or early this fall so it is important to continue the process of acquiring the land needed for the new well field.

ALTERNATIVES:

1. Approve the purchase agreement and acquire the property for the construction of the North River Valley Well Field and Pipeline Project.
2. Direct staff to continue negotiating with the property owner at a lower price per acre for the necessary land for the project.
3. Direct staff to reject the voluntary purchase price and initiate eminent domain proceedings.
4. Direct staff to delete the third well and associated pipeline with the current project. This would reduce the capacity of the new wellfield and increase the per gallon capital cost for the new wells.

MANAGER'S RECOMMENDED ACTION:

In order to preserve and increase source water capacity as existing wells continue to age and become less effective, new wells need to be constructed. Staff has made an honest good faith effort to negotiate with the property owner and have reached a reasonable offer for the land that avoids the need to use eminent domain. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.

Attachments:

Site location map
Detailed acquisition map

North River Valley Well Field Land Acquisition



North River Valley Well Field Land Acquisition



Return to and Prepared by: Ryan K. Gurwell, A & R Land Services, 1609 Golden Aspen Dr., Suite 104, Ames, IA 50010 (515) 337-1197

PURCHASE AGREEMENT

PARCEL NO. 1 COUNTY Story
PROJECT North River Valley Well Site Project CITY Ames, IA
SELLER: David A. Kepley Revocable Trust Established November 28, 2012

THIS AGREEMENT made and entered into this 2nd day of April, 2018, by and between Seller and the CITY OF AMES, IOWA, Buyer.

- 1a. SELLER AGREES to sell and furnish to Buyer a conveyance document, on form(s) furnished by Buyer, and Buyer agrees to buy the following real estate, hereinafter referred to as the premises, situated in parts of the following:
The Northwest Quarter (NW¼) of the Northwest Quarter (NW¼) except the South 99 Feet thereof, in Section 36, Township 84 North, Range 24 West of the 5th P.M., City of Ames, Iowa,
County of Story, State of Iowa, and more particularly described on Page 4, including the following buildings, improvements and other property:
All land, trees, shrubs, landscaping and surfacing attached to the premises sought and described herein.
2. Possession of the premises is the essence of this agreement and Buyer may enter and assume full use and enjoyment of the premises per the terms of this agreement. SELLER GRANTS Buyer the immediate right to enter the premises for the purpose of gathering survey and soil data. SELLER MAY surrender possession of the premises or building or improvement or any part thereof prior to the time at which he has hereinafter agreed to do so, and agrees to give Buyer ten (10) days notice of Seller's intention to do so by calling Buyer collect.
3. Buyer agrees to pay and SELLER AGREES to grant the right of possession, convey title and surrender physical possession of the premises as shown on or before the dates listed below.

<u>PAYMENT AMOUNT</u>	<u>AGREED PERFORMANCE</u>	<u>DATE OF PERFORMANCE</u>
\$ _____	on conveyance of title	_____
\$ _____	on surrender of possession	_____
\$ <u>42,150.00</u>	on possession and conveyance	<u>60 days after Buyer approval</u>
\$ <u>42,150.00</u>	TOTAL LUMP SUM	

Breakdown

Land by Fee Title
Underlying Fee Title
Permanent Easement
Temporary Easement

Ac./Sq.Ft.

2.81 acres

_____ acres

Fence: _____ rods woven
Fence: _____ rods barbed

4. SELLER WARRANTS that there are no tenants on the premises holding under lease except: None.
5. This agreement shall apply to and bind the legal successors in interest of the Seller and SELLER AGREES to pay all liens and assessments against the premises, including all taxes and special assessments payable until surrender of possession as required by the Code of Iowa, and agrees to warrant good and sufficient title. Names and addresses of lienholders are:
None
6. Buyer may include mortgagees, lienholders, encumbrancers and taxing authorities as payees on warrants issued in payment of this agreement. In addition to the Total Lump Sum, Buyer agrees to pay \$150.00 for the cost of adding title documents required by this transaction to Seller's abstract of title.
7. If Seller holds title to the premises in joint tenancy with full rights of survivorship and not as tenants in common at the time of this agreement, Buyer will pay any remaining proceeds to the survivor of that joint tenancy and will accept title solely from that survivor, provided the joint tenancy has not been destroyed by operation of law or acts of Seller.
8. These premises are being acquired for public purposes and this transfer is exempt from the requirements for the filing of a Declaration of Value by the Code of Iowa.
9. Buyer hereby gives notice of Seller's five-year right to renegotiate construction or maintenance damages not apparent at the time of the signing of this agreement as required by the Code of Iowa, Section 6B.52.
10. This written agreement constitutes the entire agreement between Buyer and Seller and there is no agreement to do or not to do any act or deed except as specifically provided for herein.
11. Seller states and warrants that, to the best of Seller's knowledge, there is no burial site, well, solid waste disposal site, hazardous substance, nor underground storage tank on the premises described and sought herein.

SELLER'S SIGNATURE AND CLAIMANT'S CERTIFICATION: Upon due approval and execution by the Buyer, we the undersigned claimants certify the Total Lump Sum payment shown herein is just and unpaid.

DAVID A. KEPLEY REVOCABLE TRUST ESTABLISHED NOVEMBER 28, 2012

X David A. Kepley
David A. Kepley, Trustee

X _____

c/o Danny Kepley, 2550 Stagecoach Rd.

Ames, IA 50010
(Mailing Address)

(NOTARY PUBLIC: PLEASE COMPLETE LEFT AND RIGHT SIDES)

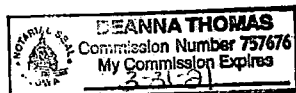
SELLER'S ALL-PURPOSE ACKNOWLEDGMENT

STATE OF IOWA }
COUNTY OF STORY } ss:

On this 5 day of March, A.D. 2018, before me, the undersigned, a Notary Public in and for said State, personally appeared David A. Kepley, Trustee.

☒ to me personally known
or ☐ proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within record and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the record the person(s), or the entity upon behalf of which the person(s) acted, executed the record.

Deanna Thomas (Sign in Ink)
Signature of Notary Public



CAPACITY CLAIMED BY SIGNER:

☐ INDIVIDUAL
☐ CORPORATE
Title(s) of Corporate Officer(s): _____

☐ Corporate Seal is affixed
☐ No Corporate Seal procured
☐ PARTNER(s):
☐ Limited Partnership
☐ General Partnership
☐ ATTORNEY-IN-FACT
☒ EXECUTOR(s) or TRUSTEE(s)
☐ GUARDIAN(s) or CONSERVATOR(s)
☐ OTHER:

SIGNER IS REPRESENTING:

List name(s) of entity (ies) or person(s)
David A. Kepley Revocable Trust Established
November 28, 2012

Buyer's Approval

Ryan K. Gurwell
Recommended by: Ryan K. Gurwell, Project Manager

April 2, 2018
(Date)

Approved by: Ann Campbell, Mayor (Date)

Buyer's Acknowledgement

STATE OF IOWA }
COUNTY OF STORY } ss:

On this _____ day of _____, 20____, before me, the undersigned, personally appeared Ann Campbell, known to me to be the Mayor and authorized representative of the Buyer and who did say that the record was signed on behalf of the Buyer by its authority duly recorded in its minutes, and said authorized representative acknowledged the execution of the record, whose signature appears hereon, to be the voluntary act and deed of the Buyer, and by it voluntarily executed.

Signature of Notary Public

ACQUISITION PLAT	
LOCATION:	IN THE NW1/4, NW1/4, SEC. 36-84-24 STORY COUNTY, IOWA
PROPRIETOR:	DAVID A. KEPLEY REVOCABLE TRUST
REQUESTED BY:	NEIL WEISS, CITY OF AXES FOR PUBLIC INFRASTRUCTURE
SURVEYOR:	R. BRADLEY STUMBO, PLS #17161 STUMBO & ASSOCIATES LAND SURVEYING P.O. BOX 1864 AMES, IA 50010 515-233-3889

ACQUISITION AREA
122391.72 S.F.
2.81 ACRES

Survey Description-Acquisition Area:
A part of the Northwest Quarter of the Northwest Quarter of Section 36, Township 84 North, Range 24 West of the 5th P.M., Story County, Iowa, being more particularly described as follows: Commencing at the Southeast Corner of said Northwest Quarter of the Northwest Quarter; thence N08°07'55"W, 53.01 feet along the East line thereof to the North line of the South 88.00 feet of said Northwest Quarter of the Northwest Quarter; thence N89°10'32"W, 159.01 feet along said line to the point of beginning; thence continuing N89°10'32"W, 400.00 feet; thence N00°49'28"E, 305.98 feet; thence S89°10'32"E, 400.00 feet; thence S00°49'28"W, 305.98 feet to the point of beginning, containing 2.81 acres.

GRAPHIC SCALE 1"=100'
0 100 200 300

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.

DRAFT Date: _____

R. Bradley Stumbo License #17161
My license renewal date is December 31, 2017
Job #1628AP2 Date: 10/25/16 Page 1 of 1

STUMBO & ASSOCIATES LAND SURVEYING

ITEM # 50a&b
DATE: 5-22-18

~~48~~
32

COUNCIL ACTION FORM

SUBJECT: VACATION OF THE RIGHT-OF-WAY ADJACENT TO 1604 TRUMAN DRIVE AND CONVEYANCE TO THE OWNERS OF SAID PROPERTY

BACKGROUND:

City staff has been approached by Marvin and Donna Orth, owners of 1604 Truman Drive, about vacating and acquiring the 25' x 130' right-of-way (ROW) adjacent to their property. This request is outlined in a letter dated April 12th (Attachment A).

In a situation such as this, the City's typical procedure is to inquire with all abutting property owners as to their interest in acquiring the property, and to value the property according to a standard valuation formula. **The valuation according to the City's standard formula (Attachment B) is \$13,357.50, which is based on adjacent land values minus 25% for easement and Quit Claim deed** (Attachment C). The other adjacent property owners at 1600 Truman Drive, David and Sal Posegate, have indicated in a separate letter (Attachment D) that they do not wish to purchase any portion of the ROW.

The letter from the Orth's requests that the City Council waive the City's standard ROW valuation formula, which is an adopted City Council policy. The Orth's indicate they have mowed, fertilized, planted grass seed, and aerated the area since 1990. Based on this maintenance investment, they have requested to be allowed to purchase the vacated ROW for \$3,000. They feel this amount is fair when considering what it would have cost the City to maintain the area over the past 28 years.

In 2010, a ROW area of identical size and dimensions in the same neighborhood was vacated. The valuation formula at that time calculated a value of \$9,896.26. However, one of the adjacent property owners had a private appraisal performed which valued that ROW area at \$2,308. The City Council agreed to that valuation and sold the vacated ROW for that amount.

The increase in value calculated by the City's ROW formula in 2010 compared to the value calculated for the identical parcel now in question indicates approximately 35% in land value appreciation (\$9,896.26 vs. \$13,357.50). A 35% increase from the 2010 parcel's actual purchase price of \$2,308 is \$3,116 – slightly higher than the \$3,000 offered by the Orth's.

In 1974, this section of ROW was originally platted for public use as a school driveway. However, that school was never constructed, and the area was developed into housing. A 10' wide public utility easement (PUE) currently exists along the south edge of the adjacent properties as shown on the vacation plat (Attachment E). Therefore, a

matching 10' wide easement will be continued through the south edge of this area as stated on the quit claim deed. Utility companies have been contacted, and no other easements are needed.

ALTERNATIVES:

1. a. Set the date of public hearing as June 12, 2018 for the 1st reading to approve the vacation of the 25' x 130' ROW adjacent to 1604 Truman Drive.

b. Set the date of public hearing as July 10, 2018 to approve the conveyance of the vacated ROW to the owners of 1604 Truman Drive (Marvin and Donna Orth) **for \$13,357.50 as determined by the adopted City Council policy.**
2. a. Set the date of public hearing as June 12, 2018 for the 1st reading to approve the vacation of the 25' x 130' ROW adjacent to 1604 Truman Drive.

b. Set the date of public hearing as July 10, 2018 to approve the conveyance of the vacated ROW to the owners of 1604 Truman Drive (Marvin and Donna Orth) **for \$3,000 as requested in their letter.**
3. a. Set the date of public hearing as June 12, 2018 for the 1st reading to approve the vacation of the 25' x 130' ROW adjacent to 1604 Truman Drive.

b. Set the date of public hearing as July 10, 2018 to approve the conveyance of the vacated ROW to the owners of 1604 Truman Drive (Marvin and Donna Orth) **for another amount identified by the City Council.**
4. Retain this land and deny the request to vacate the 25' x 130' ROW adjacent to 1604 Truman Drive.

MANAGER'S RECOMMENDED ACTION:

Because a previously proposed grade school will not be constructed south of the requesting property, this ROW no longer serves any public purpose and, therefore, could be made available for transfer to the abutting property owner. **The fact that the City has conveyed a similar parcel to an abutting owner in recent years for a substantially lower amount than the ROW formula would normally require is an important piece of information for the City Council to carefully consider. However, the City's ROW conveyance formula only provides guidance to staff based on a standardized process. That process calls for this parcel to be valued at \$13,357.50.**

Assuming the City Council wishes to follow the standard ROW valuation formula, it is therefore the recommendation of the City Manager that the City Council adopt Alternative #1, thereby setting a date of public hearing and preparing to convey the parcel in question for \$13,357.50 pursuant to the City's standard formula as described above.

ATTACHMENT A

April 12, 2018

To Whom It May Concern:

We are interested in purchasing the 130'x25' wide easement next to our property at 1604 Truman Drive. Our neighbors at 1600 Truman Drive are not interested in buying any of the area and I have attached a letter from them.

We would like to offer \$3,000.00 for the 130'x25' easement. We have mowed, fertilized, planted grass seed, and aerated the area since 1990.

We feel the \$12,750 asking price is high. Because we have maintained the easement for 28 years, we hope that you will take that into account. It is of no use to the city and has not been used or maintained by them, so please consider our offer.

Thank You,



Marv & Donna Orth
1604 Truman Drive
Ames, IA 50010

ATTACHMENT D

PROPOSED SALE OF CITY LAND

25' x 130' ROW area adjacent to 1604 Truman Drive

Address	Assessed SF	Assessed 2018 Land Value	\$/SF
1604 Truman Drive	10,400	\$ 51,200	\$ 4.92
1600 Truman Drive	10,140	\$ 57,200	\$ 5.64
1525 Reagan Drive	10,382	\$ 61,100	\$ 5.89

Average SF Cost	\$ 5.48
------------------------	----------------

ROW Abutting Address	Sale Area (SF)	Value of Sale Area	Value (Minus 25% for Deed & Easement)
1604 Truman Drive	3,250	\$ 17,810.00	\$ 13,357.50

ATTACHMENT C

S P A C E A B O V E R E S E R V E D F O R O F F I C I A L U S E

Exemption claimed: Iowa Code § 428A.2(6) Grantor is a governmental body

Send tax statement to: Marvin R. Orth and Donna J. Orth, 1604 Truman Drive,

Return document to: City Clerk, 515 Clark Avenue, Ames IA 50010

Document prepared by: Victoria A. Feilmeyer. City of Ames Legal Department, 515 Clark Ave., Ames, IA 50010 – 515-239-5146

Quit Claim Deed and Easement Reservation

KNOW ALL PERSONS: The Grantor, City of Ames, an Iowa municipal corporation, for valuable consideration, does hereby quit-claim and convey unto the Grantees, Marvin R. Orth and Donna J. Orth, as joint tenants with full rights of survivorship and not as tenants in common, all right, title, interest, estate, claim, and demand in the Real Property described as follows:

Lot A, Ninth Addition, Parkview Heights Subdivision of Ames, Iowa.

Easement Reservation. The City hereby reserves an easement over the South 10 feet (the 'Easement Area') of the Real Property as shown by the Vacation Plat attached hereto as Exhibit 'A' for electrical utility purposes, and the right to permit other utility companies to construct, and in the same manner, maintain its utility facilities, jointly or severally, upon, underground, over or across the real property. The scope of the easement includes the right to construct, reconstruct, maintain and use its electric lines, consisting of poles, wires, overhead or underground cables, fixtures, anchors, and other similar equipment or any part thereof, upon, underground, over or across the Real Property. The City also reserves a reasonable right of ingress and egress to the Easement Area from the public right of way adjacent to the Real Property. The easement reservation herein shall be binding upon successors and assigns.

Words and phrases herein, including the acknowledgement hereof, shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender, according to context.

Dated _____, 2018.

CITY OF AMES, IOWA

By:

Attest:

John A. Haila, Mayor

Diane R. Voss, City Clerk

STATE OF IOWA, COUNTY OF STORY, SS.: This instrument was acknowledged before me on _____, 2018, by John A. Haila and Diane R. Voss, as Mayor and City Clerk, respectively, of the City of Ames, Iowa.

Notary Public

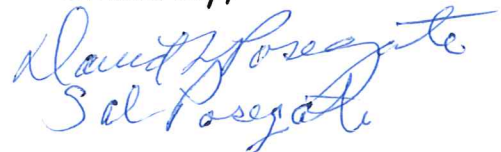
ATTACHMENT D

April 12, 2018

To Whom It May Concern:

This letter is to inform you that we are not interested in purchasing any of the 130'x25' easement. Our address is 1600 Truman Drive and the area is next to our property.

Sincerely,

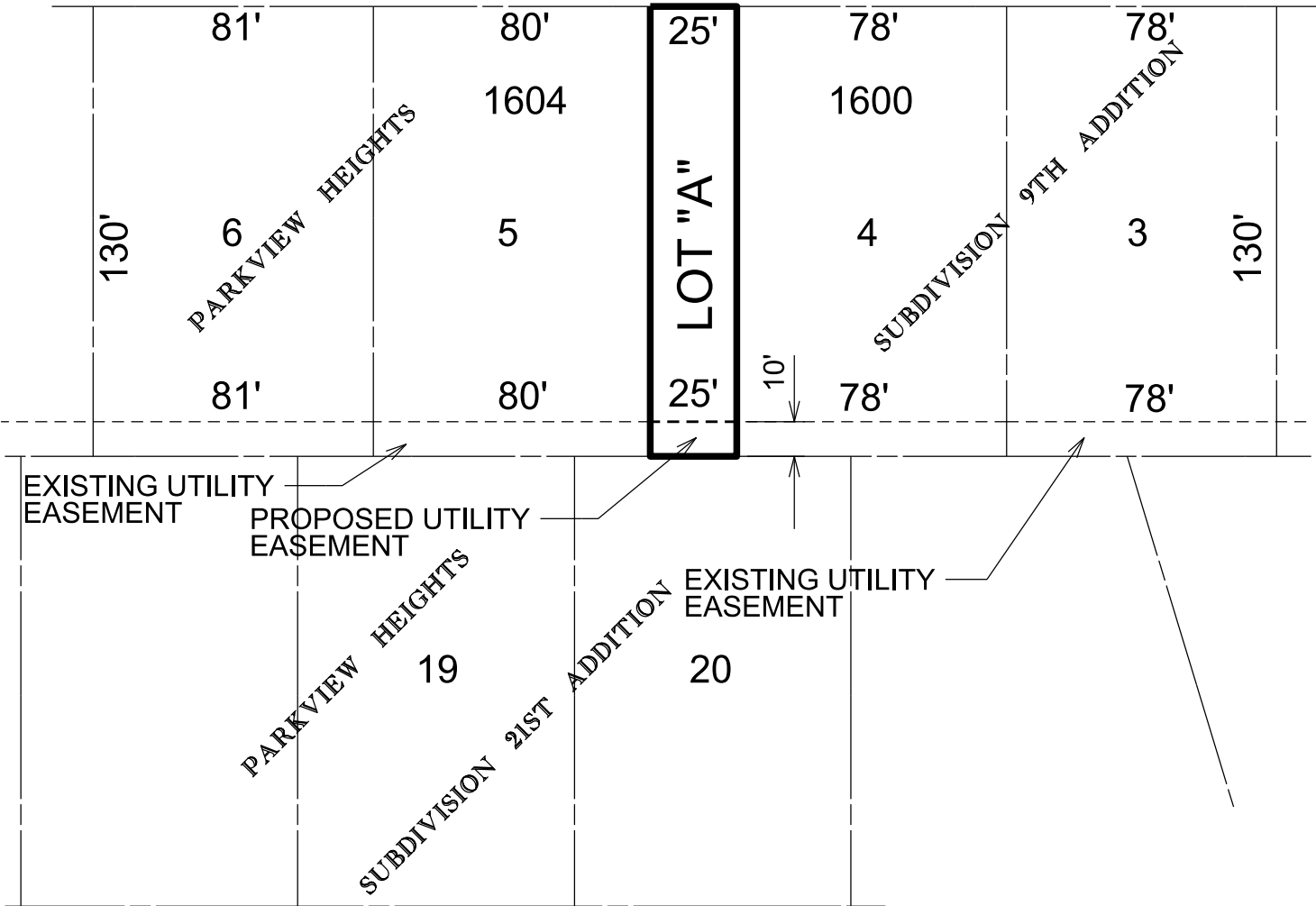
A handwritten signature in blue ink, appearing to read "Dave & Sal Posegate". The signature is written in a cursive, flowing style.

Dave & Sal Posegate
1600 Truman Drive
Ames, IA 50010

EXHIBIT 'A'

VACATION PLAT
CITY OF AMES, IOWA ENGINEERING DIVISION
DATE: 5/16/2018

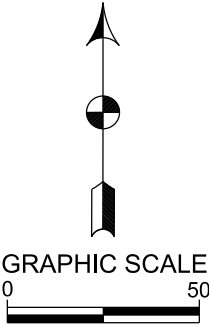
TRUMAN DRIVE



REAGAN DRIVE

LEGAL DESCRIPTION

LOT "A", NINTH ADDITION, PARKVIEW HEIGHTS SUBDIVISION OF AMES, IOWA.



DATE
05/16/18
SCALE
1" = 50'
DRAWN
MD
FIELD BOOK
1
SHEET 1

COUNCIL ACTION FORM

SUBJECT: INSTALLATION SERVICES FOR 69KV UG POWER CABLE AT TOP-O-HOLLOW SUBSTATION

BACKGROUND:

On June 12, 2018, City Council approved preliminary plans and specifications for Installation Services for 69kV UG Power Cable Top-O-Hollow. **This portion of the project is to contract for furnishing and installing 69 kV power cable and terminations for the Top-O-Hollow Substation.**

Bid documents were issued to seven companies and three plan rooms. The bid was advertised on the Current Bid Opportunities section of the Purchasing webpage and a Legal Notice was published on the websites of a contractor plan room service with statewide circulation and the Iowa League of Cities.

On June 27, 2018, two bids were received as demonstrated in the attached bid summary. Electric Services staff, along with an engineer from Dewild Grant Reckert & Associates (DGR) Company, reviewed the bids.

Electric Services staff and DGR have submitted clarifying questions to the apparent low bidder and are awaiting a response. Until a response is received, staff believes it would be appropriate to delay awarding the bid.

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

Originally this project was budgeted to provide overhead transmission lines from the substation. After review of the location, discussions with neighboring residents, and for increased reliability, staff determined that the lines leaving the substation should be installed underground. Underground lines will allow the substation design to be more compact and eliminate the need to build a storm water retention pond on the site.

To cover the new engineer's estimate, including the underground connection, unspent funds from three other current or recent CIP projects were moved to this project. These include \$800,000 from Transmission Reconstruction, \$331,652 from 69kV Switchyard Relay, and \$271,843 from Street Lights, for a total of \$1,404,495, bringing the total

amount of funding available for the project to be \$3,353,495. These funding transfers were approved by Council in May.

ALTERNATIVES:

1. Approve report of bids and delay award for the Installation Services for 69kV UG Power Cable Top-O-Hollow.
2. Award a contract to the apparent low bid.
3. Award a contract to the other bidder.
4. Reject all bids and direct staff to rebid.

CITY 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. **By choosing Alternative No. 1, staff will have more time to evaluate each bid and recommend an award that best meets the needs of the City of Ames.**

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



**ITB 2018-179 Installation Services for 69 kV UG Power Cable for Top-O-Hollow Substation
Bid Summary**

Bidder:			Primoris Aevenia, Inc., Johnston, IA				Marmon Utility, LLC., Seymour, CT			
Unit	Description	Est. # Units	Labor	Materials	Labor & Materials	Extended Price	Labor	Materials	Labor & Materials	Extended Price
C1	Lightning arrester, 60 kV, 1Ø, station class	6	\$200.00	\$0.00	\$200.00	\$1,200.00	\$1,568.00		\$1,568.00	\$9,408.00
RD-1	69 kV Transmission Riser, 3Ø (ea.)	2	\$1,500.00	\$3,000.00	\$4,500.00	\$9,000.00	\$4,907.00	\$6,700.00	\$11,607.00	\$23,214.00
UCG	Cable System Grounding (as req'd)	1	\$1,500.00	\$1,500.00	\$3,000.00	\$3,000.00			\$12,875.00	\$12,875.00
UCG-4/0	4/0 Grounding Cable (Mft.)	0.690	\$2,000.00	\$3,500.00	\$5,500.00	\$3,795.00	\$11.03	\$11.43	\$22.46	\$15,497.40
UCT	Power Cable Termination (ea.)	12	\$1,775.00	\$3,875.00	\$5,650.00	\$67,800.00	\$7,300.00	\$4,316.00	\$11,616.00	\$139,392.00
UPC	Power Cable (Mft.)	2.070	\$3,000.00	\$33,250.00	\$36,250.00	\$75,037.50	\$31.38	\$12.80	\$44.18	\$91,452.60
UPS-SP	Power Cable, sapre (Mft.)	0.350	\$750.00	\$33,250.00	\$34,000.00	\$11,900.00		\$17.80	\$17.80	\$6,230.00
U1	Mobilization (as req'd.)	1	\$0.00	\$0.00	\$0.00	\$0.00				\$128,918.00
OVERALL PRICE:			\$171,732.50				\$426,987.00			