

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
SEPTEMBER 25, 2018

CALL TO ORDER: 6:00 p.m.

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

1. Motion approving appointment of Public Works Director John Joiner to Statewide Urban Design Specifications (SUDAS) Board of Directors
2. Resolutions certifying projects in Iowa Clean Air Attainment Program grant application conform to AAMPO's regional transportation planning process
3. Motion approving the FTA Title VI Program for submission to the Iowa Department of Transportation
4. Motion approving Pavement, Bridge, System Performance, and Freight Performance Targets
5. Motion approving FY 2015-2019 Safety Performance Targets

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 "Manufacturing Day," October 5, 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 Regular Meeting of September 11, 2018

4. Motion approving Report of Contract Change Orders for September 1 - 15, 2018
5. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class C Liquor, B Wine, Catering, & Outdoor Service - +39 Restaurant, Market, & Cantina, 2640 Stange Road
 - b. Class C Liquor & Outdoor Service - Wallaby's Grille, 2733 Stange Road
 - c. Class C Liquor - HyVee #1 Clubroom, 3800 W. Lincoln Way
 - d. Class C Beer and B Wine - HyVee Gas #5018, 636 Lincoln Way
6. Motion approving 5-day (October 3 - 8) Special Class C Liquor License for Gateway Hotel & Conference Center at ISU Alumni Center, 420 Beach Avenue
7. Motion approving 5-day (November 17) Special Class C Liquor License for Gateway Hotel & Conference Center at ISU Alumni Center, 420 Beach Avenue
8. Motion approving 5-day (October 17) Special Class C Liquor License for Wheatsfield Cooperative, 2508 Mortensen Road
9. Resolution approving 2018 Street Finance Report
10. Resolution approving a Memorandum of Understanding with the International Union of Operating Engineers (IUOE) Local 234, which authorizes a hiring bonus and increase in Step A wages for the CyRide Mechanic Assistant classification
11. Resolution approving request from Ames Community Preschool Center to carry over \$54,257.22 in unspent FY 2017/18 ASSET funds to FY 2018/19 and authorizing staff to reimburse services rendered in FY 2017/18 that have not yet been paid
12. Resolution approving Neighborhood Improvement Project Grant to Spring Valley Neighborhood in the amount of \$1,010
13. Resolution approving Purchase Agreement for acquisition of property for the construction of North River Valley Well Field and Pipeline Project
14. Youth and Shelter Services for exclusive use of Municipal Lot P:
 - a. Motion directing staff to draft a 3-year Lease
15. Outdoor Ice Rink:
 - a. Motion accepting donations from Iowa Wild and Wells Fargo
 - b. Resolution approving Hold-Harmless Agreement
16. Requests from ISU Homecoming Central Committee for ISU Homecoming Events on Friday, October 26, 2018:
 - a. ExCYtement in the Streets
 - i. Motion approving blanket Temporary Obstruction Permit
 - ii. Resolution approving closure of portions of Sunset Drive, Ash Avenue, Gray Avenue, and Pearson Avenue from 5:00 p.m. to 11:00 p.m.
 - iii. Resolution approving suspension of parking regulations for closed areas from 5:00 p.m. Thursday, October 25, until 11:00 p.m. Friday, October 26
 - b. Central Campus Events
 - i. Motion approving request for Fireworks Permit for display from ISU Central Campus at midnight on Friday, October 26, for Mass Campaniling
17. Resolution approving closure of and waiver of fees for 33 parking meter fees in Lot Z from 8 AM to 6 PM for Boys & Girls Club of Story County "Over the Edge" event on October 12, 2018
18. Resolution approving preliminary plans and specifications for Scaffolding and Related Services and Supplies for Power Plant; setting October 24, 2018, as bid due date and November 13, 2018, as date of public hearing

19. Resolution approving preliminary plans and specifications for 2018/19 Sanitary Sewer Rehabilitation (Wilson and 15th); setting October 31, 2018, as bid due date and November 13, 2018, as date of public hearing
20. Resolution awarding contract to Alstom Grid, LLC, of Charleroi, Pennsylvania, for 69kV SF6 Circuit Breakers for Haber Road Substation in the amount of \$75,030 (inclusive of Iowa sales tax)
21. Resolution approving contract and bond for 2017-18 Right-of-Way Restoration Project
22. Resolution approving contract and bond for Power Plant Maintenance Services Contract, pending receipt of Performance Bond
23. Resolution approving Change Order No. 2 with Minturn, Inc., for the WPC Structural Rehabilitation Project - Phase 2 in the amount of \$ 36,800
24. Resolution approving Change Order No. 1 with TEI Construction Services, Inc., for Boiler Maintenance Services Contract for Power Plant in the not-to-exceed amount of \$450,000
25. Resolution approving Plat of Survey for 1810 and 1920 SE 16th Street
26. Resolution approving Plat of Survey for 2812 and 2814 West Street
27. Resolution approving Plat of Survey for 1311 and 1405 Buckeye Avenue
28. Resolution approving Plat of Survey for 2200, 2210, 2211-2438 Hamilton Drive; 2355, 2351, 2361-2367 Hamilton Circle; 2340-2347 Hilton Court; and, 2205 Green Hills Drive

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

ADMINISTRATION:

29. Staff Report regarding safety in parks, natural areas, and trails

PARKS & RECREATION:

30. Discussion of options for renovation of and funding for Brookside Park Restrooms

PLANNING & HOUSING:

31. Motion directing staff to publish Notice for a Zoning Text Amendment to Downtown Service Center Zoning for exception to minimum stories and minimum floor area ratio
32. Motion directing staff to publish Notice for a Zoning Text Amendment to reduce front-yard tree planting requirements by 50%
33. Staff Report regarding Southwest Growth Area Infrastructure and Development Agreement Request from Landmark Development

HEARINGS:

34. Hearing on Amendments to Fiscal Year 2018/19 Budget regarding carry-overs:
 - a. Resolution approving amendments
35. Hearing on proposal to enter into a Sewer Revenue Loan and Disbursement Agreement and to borrow money in a principal amount not to exceed \$5,700,000:
 - a. Resolution approving Sewer Revenue Loan and Disbursement Agreement

36. Hearing on Zoning Text Amendment to allow remote parking as an accessory use in the Neighborhood Commercial Zoning District:
 - a. First passage of ordinance
37. Hearing on Zoning Text Amendment regarding building height/setback for interior climate-controlled mini-storage facilities adjacent to residential uses in the Highway-Oriented Commercial Zoning District:
 - a. First passage of ordinance
38. Hearing on Major Site Development Plan Amendment for 2151 Cottonwood Road:
 - a. Resolution approving Amendment to allow for revisions to the garage siding material and changes to the dimensions of each garage

ORDINANCES:

39. Third passage and adoption of ORDINANCE NO. 4370 revising parking regulations on McKinley Drive

DISPOSITION OF COMMUNICATIONS TO COUNCIL:

COUNCIL COMMENTS:

CLOSED SESSION:

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

ADJOURNMENT:

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

ITEM # MPO1
DATE: 09-25-18

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

SUBJECT: SUDAS BOARD OF DIRECTORS REPRESENTATIVE APPOINTMENT

BACKGROUND:

The Ames Area Metropolitan Planning Organization is allocated one member on the Statewide Urban Design and Specifications (SUDAS) Board of Directors, as is each metropolitan planning organization (MPO) in the state. A total of 37 members make up the Board of Directors. It is required that the individual serving on the board must be a registered professional engineer in Iowa. The City of Ames Public Works Director position has served as the AAMPO representative on the Board of Directors since the inception of SUDAS in June of 2004.

ALTERNATIVES:

1. Approve the appointment of the City of Ames Public Works Director, John Joiner, as the AAMPO representative to the SUDAS Board of Directors.
2. Appoint another staff representative to the SUDAS Board of Directors.

ADMINISTRATOR'S RECOMMENDED ACTION:

The City of Ames Public Works Director has served ably as the Ames Area MPO appointed representative to the SUDAS Boards of Directors since SUDAS was established and incorporated in 2004.

Therefore, the Administrator recommends that the Ames Area MPO Transportation Policy Committee adopt Alternative No. 1, as shown above.

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

SUBJECT: APPROVAL OF IOWA CLEAN AIR ATTAINMENT PROGRAM GRANT RESOLUTIONS

BACKGROUND:

The Iowa's Clean Air Attainment Program (ICAAP) helps to fund transportation projects and programs that result in attaining or maintaining the national ambient air quality standards (NAAQS). While the Ames Area MPO is "in attainment" of the NAAQS, ICAAP funds are available for projects in the area which result in reductions in vehicle emissions and traffic congestion.

The Ames Area MPO is required to review potential ICAAP applications for the following three items: 1) completeness; 2) financial feasibility; and 3) conformity with Ames Area MPO transportation planning processes and plan. If these three items criteria are met, the MPO is to adopt formal resolutions stating that the proposed projects conform to the regional transportation plan. These resolutions are needed by the project sponsors to submit their project to the Iowa Department of Transportation for consideration. Project sponsors are responsible for delivering their completed application to the Iowa Department of Transportation by the State deadline of October 1, 2018. **The project sponsor, CyRide, will be responsible for financing the local match.**

The following projects have been submitted to the Ames Area MPO for the FY 2020 ICAAP grant cycle:

Project Sponsor	Project Name (In prioritized order)	ICAAP Request	Total Project Cost
CyRide	1. West Ames Changes (#12 Lilac New Route & Lilac bus expansion; Added Frequency of Service: #1 Red, #7 Purple, #11 Cherry)	\$702,848	\$905,817
	2. #9 Plum Summers & ISU Breakdays	\$49,044	\$61,587
	3. #5 Yellow Midday Service	\$47,473	\$59,341

ALTERNATIVES:

1. Certify that the projects shown in the Iowa Clean Air Attainment Program grant application conform to the MPO's regional transportation planning process.
2. Do not move forward with approving either of both grant applications.

ADMINISTRATOR'S RECOMMENDED ACTION:

The Ames Area MPO Transportation Technical Committee has reviewed the proposed grant applications and unanimously recommended approval. The work accomplished under this grant could lead to future ICAAP funding that will free up local funds to be reprioritized for other local regional projects.

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

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

SUBJECT: AMES AREA MPO TITLE VI PROGRAM

BACKGROUND:

As a recipient of Federal funding, the Ames Area MPO is required to operate its programs and activities in accordance with the Civil Rights Act of 1964 and its amendments, collectively known as Title VI, which prohibits discrimination on the basis of race, color, or national origin. The Title VI Program is a comprehensive document, including the Title VI public notices, complaint procedures and complaint forms; a list of Title VI investigations, lawsuits and complaints; table of racial composition of non-elected bodies, where membership is selected by the Ames Area MPO; demographic profile of the MPO planning area; public outreach activities to Title VI populations, and limited English proficiency plan.

The Ames Area MPO creates two Title VI programs, one following the guidelines and requirements of the Federal Highway Administration (FHWA) and the other program is developed using the guidance and fulfilling the requirements of the Federal Transit Administration (FTA). In addition, CyRide has a separate Title VI program meeting requirements for fixed-route transit providers.

The Ames Area MPO updates the FTA Title VI program every three years and is submitted to the Iowa Department of Transportation to demonstrate compliance. The 2018 Title VI Program has been developed to be consistent with FTA's most recent guidelines, published in October 2012 (FTA C 4702.1B). The Title VI program meeting FTA requirements is updated as needed.

ALTERNATIVES:

1. Approve the FTA Title VI Program for submission to the Iowa Department of Transportation.
2. Approve the Title VI Program with Transportation Policy Committee modifications for submission to the Iowa Department of Transportation.

ADMINISTRATOR'S RECOMMENDED ACTION:

The AAMPO Technical Committee has unanimously recommended approval of the Ames Area MPO Title VI Program, meeting all FTA requirements. Therefore, it is recommended by the Administrator that the Transportation Policy Committee adopt Alternative No. 1, as noted above.

The FHWA Title VI program is updated on an as needed basis and, therefore, does not need updating at this time.

AMES AREA MPO TITLE VI PROGRAM

OCTOBER 2018



AMES AREA METROPOLITAN PLANNING ORGANIZATION
515 Clark Ave. Ames, IA 50010

Table of Contents

Introduction	2
General Requirements	3
Title VI Notice to the Public	3
Instructions how to file a complaint	4
List of investigations, complaints, lawsuits	6
Public Participation Plan	6
Purpose of the Public Participation Plan	6
Outreach methods	6
Outreach Summary	7
Limited English Proficiency	8
Monitoring and Updating the LEP Procedures Manual	9
Committee membership	10
Subrecipient compliance	10
Demographic Profile	12
Procedures for an Inclusive Planning Process	12
Demographic maps	13
Analysis identifying disparate impacts	14

Introduction

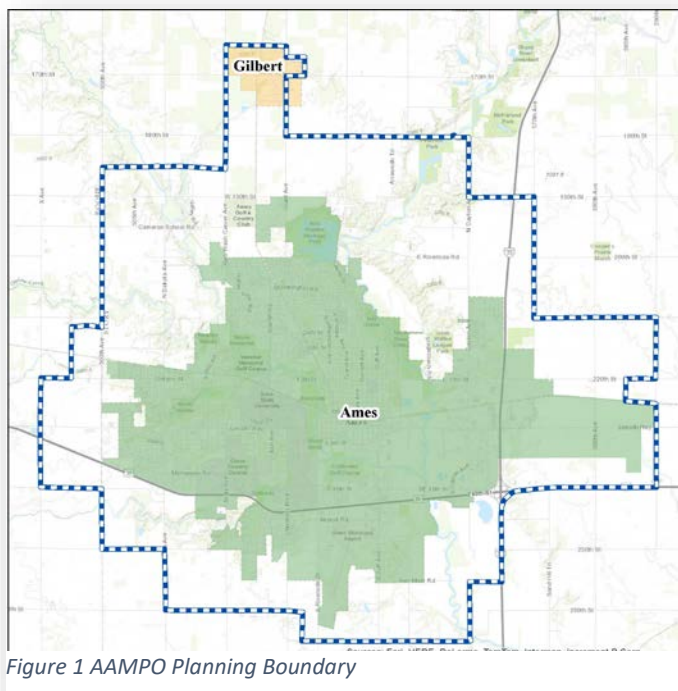
The Ames Area Metropolitan Planning Organization (Ames Area MPO) was official designated the MPO of the Ames urbanized area by the Governor of Iowa in March 2003. This designation was the result of the Ames urbanized area having a population of greater than 50,000 in the 2000 census. As a result of the 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.

Title VI of the 1964 Civil Rights Act provides that “No person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance (Sec. 601).

The Civil Rights Restoration Act of 1987 amended Title VI to specify that entire institutions receiving Federal funds, whether schools, colleges, government entities, or private employers much comply with Federal civil rights laws, rather than just the particular programs or activities that receive Federal funds.

This plan provides information on the Ames Area MPO compliance policies, complaint procedures, and a form to initiate the complaint process for use by members of the public. This plan does not govern disputes between individuals and other individuals or businesses that have no relation to the Ames Area MPO.



General Requirements

“THE AMES AREA METROPOLITAN PLANNING ORGANIZATION HEREBY GIVES PUBLIC NOTICE THAT IT IS THE POLICY OF THE DEPARTMENT TO ASSURE FULL COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, RELATED STATUTES AND REGULATION PROVIDE THAT NO PERSON SHALL ON THE GROUND OF RACE, COLOR, NATIONAL ORIGIN, GENDER, AGE OR DISABILITY BE EXCLUDED FROM PARTICIPATION IN, BE DENIED THE BENEFITS OF, OR BE SUBJECTED TO DISCRIMINATION UNDER ANY PROGRAM OR ACTIVITY RECEIVING FEDERAL FINANCIAL ASSISTANCE.”


Ames Area MPO Notice to the Public

Title VI Notice to the Public

The Ames Area MPO provides a notice to the public of their rights under Title VI of the Civil Rights Act of 1964. This notice includes information on who to contact to file a complaint.

The notices are posted at the following locations:

- Ames Area MPO office, Room 212 (515 Clark Ave, Ames, IA)
- Ames City Hall entrance (515 Clark Ave, Ames, IA)
- Public Meeting Rooms
- www.aampo.org



Title VI Notice to the Public

The Ames Area Metropolitan Planning Organization hereby gives public notice that it is the policy of the Department to assure full compliance with Title VI of the Civil Rights Act of 1964, related statutes and regulation provide that no person shall on the ground of race, color, national origin, gender, age or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance. The Civil Rights Restoration Act of 1987 amended Title VI to specify that entire institutions receiving Federal funds, whether schools, colleges, government entities, or private employers must comply with Federal civil rights laws, rather than just the particular programs or activities that receive federal funds.

We are also concerned about the impacts of our programs, projects and activities on low income and minority populations (“Environmental Justice”) under Title VI. Any person who believes that they are being denied participation in a project, being denied benefits of a program, or otherwise being discriminated against because of your race, color, national origin, gender, age, or disability, you may contact:

**Brian Phillips, City of Ames Title VI Civil Rights Coordinator – 515-239-5101
Iowa Department of Transportation – 800-262-0003**

YOU SHOULD CONTACT THE ABOVE INDIVIDUAL OR IOWA DOT OFFICE AS SOON AS POSSIBLE BUT NO LATER THAN 180 DAYS AFTER THE ALLEGED DISCRIMINATION OCCURRED, OR IF THERE HAS BEEN A CONTINUING COURSE OF CONDUCT, NO LATER THAN 180 DAYS AFTER THE ALLEGED DISCRIMINATION WAS DISCONTINUED.

Figure 2 Notice to the Public

Instructions how to file a complaint

This Complaint Procedure is established to meet the requirements of the Civil Rights Act of 1964 and its amendments. It may be used by anyone who wishes to file a complaint alleging discrimination on the basis of race, color, or national origin in the provision of services, activities, programs, or benefits by the City of Ames. There are certain exceptions to this process. The Clerk of Court and City Assessor maintain offices within City Hall, but are not under the exclusive purview of the City of Ames. In the event that there is a complaint about unfair treatment within the Clerk of Court or City Assessor offices, complainants should contact that office directly for assistance navigating their complaint procedures. Complaints arising out of transit-related concerns are governed by special requirements from the Federal Transit Administration. These complaints should be made directly to CyRide in order to comply with those requirements. Please contact CyRide at (515) 292-1100 for information on how to file a complaint.

Additionally, transit-related complaints can be filed with the Federal Transit Administration's Office of Civil Rights. Finally, complaints of discrimination regarding employment in the City of Ames are governed by the City's Personnel Policies. Please contact the City of Ames Human Resources Office to file a complaint related to employment. If you are unsure about the appropriate office to address a complaint to or if you need assistance navigating procedures, complaints of any type can be filed with the Iowa Civil Rights Commission. Should a citizen have a complaint about access to public services, he/she should complete the attached complaint form and submit it to the City Manager's Office. The complaint should be in writing and contain information about the alleged discrimination such as name, address, phone number of complainant and location, date, and description of the problem. The attached form provides spaces for all necessary information. The complaint should be submitted by the complainant and/or his/her designee as soon as possible but no later than 180 calendar days after the alleged violation to:

Title VI Civil Rights Coordinator
City Manager's Office
515 Clark Avenue
Box 811
Ames, IA 50010

Has the complainant filed with any other Federal, State, or local agency? If yes, with what agency? _____

Contact Person: _____
Address: _____
City, State, Zip: _____
Telephone Number: _____
Date Filed: _____

Do you intend to file with any other agency or court? Yes _____ No _____

Person Discriminated Against: _____
(if other than complainant)
Address: _____
City, State, Zip: _____
Home phone: _____ Mobile Phone: _____
City Department/Departments you believe have discriminated: _____

Where did the alleged discrimination take place? _____

When did the alleged discrimination occur? (Date/Time) _____

Describe the acts of discrimination providing the name(s) where possible of the individuals who allegedly discriminated (if applicable) or services in violation of the 1964 Civil Rights Act or its amendments. Attach additional pages if necessary.

Signature: _____
Return To: _____
City, State, Zip: _____
Telephone Number: _____

Within 30 calendar days after receipt of the complaint, the Title VI Coordinator or his/her designee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days of the meeting, the Title VI Coordinator or his/her designee, in consultation with the City of Ames Legal Office, will respond in writing. The response will explain the position of the Coordinator and other options for substantive resolution of the complaint.

If the response by the Title VI Coordinator or his/her designee does not satisfactorily resolve the issue, the complainant and/or his/her designee may appeal the decision within 15 calendar days after receipt of the response to the City's Title VI Appeals Committee. The appeal should take the form of a written letter describing the initial complaint, the initial response, and the ways in which the initial response does not satisfactorily address the complaint. The appeal should be sent to the same address the initial complaint was delivered to.

The Title VI Appeals Committee will consist of representatives from three departments not involved in the complaint. The departments will be chosen at random. The three representatives will choose one individual among them to serve as chair of the committee. The Legal Office will serve to advise the committee.

Within 30 calendar days after receipt of the appeal, the Title VI Appeals Committee will meet with the complainant to discuss the complaint and possible resolutions. Within 15 calendar days after the meeting, the Title VI Appeals Committee will respond in writing. All complaints received by the Title VI coordinator or his/her designee, appeals to Title VI Appeals Committee, and responses from these two offices will be retained by the City Clerk's Office for at least five years.

List of investigations, complaints, lawsuits

There are no concluded or outstanding Title VI complaints filed against the Ames Area Metropolitan Planning Organization.

Investigations	File Date	Summary of Incident	Summary of Findings	Other Claims Filed	Actions Taken	Close Date
-	none	-	-	-	-	-
Lawsuits	File Date	Summary of Incident	Summary of Findings	Other Claims Filed	Actions Taken	Close Date
-	none	-	-	-	-	-
Complaints	File Date	Summary of Incident	Summary of Findings	Other Claims Filed	Actions Taken	Close Date
-	none	-	-	-	-	-

Public Participation Plan

Purpose of the Public Participation Plan

The public involvement process required by 23 CFR 450 should “...provide complete information, timely public notice, full public access to key decisions, and support early and continuing involvement of the public in developing plans and Transportation Improvement Programs...” Through public involvement, the Ames Area MPO aims to identify methods for obtaining public input and encouraging public involvement in the transportation planning process.

Outreach methods

The Ames Area MPO utilizes the following methods to engage minority and EJ populations:

- Public Meetings – Question and answer formatted meeting designed to connect members of the public with Ames Area MPO staff in a casual setting.
- Public Hearings – The public is invited to present comments in a public hearing setting in front of the Transportation Policy Committee and comments are committed to the record. The public hearing is

governed by rules concerning who speaks when and for how long and is overseen by the Transportation Policy Committee chairperson.

- Opportunity for Public Comment – A solicitation for public input on a specific subject over a specified duration of time.
- General Comments – The Ames Area MPO is always open to accepting public comment, regardless of whether they were given as part of an organized effort. Comments can be sent to the Ames Area MPO by phone at (515) 239-5169, by e-mail at tfilippini@city.ames.is.us, or by mail sent to: Ames Area MPO, 515 Clark Ave., Ames, Iowa, 50010.

Outreach Summary

From 2016 – 2018 the Ames Area MPO used a variety of tools to outreach to diverse populations include EJ and minority populations through the following tools:

- Publishing notices on the City of Ames Facebook page and City of Ames Twitter page
- Providing a translation tool for over 100 languages on the Ames Area MPO Website at www.aampo.org
- Announcing meeting dates and topics to local human services working groups who represent low-income and international communities
- Included MPO activities in City of Ames communications distributed on Channel 12 and City of Ames utility bills.

Limited English Proficiency

This Limited English Proficiency (LEP) Procedure Manual has been prepared to address the Ames Area MPO responsibilities as a recipient of federal financial assistance for the planning processes and tasks as the local planning agency for the Ames area, as they relate to the needs of individuals with limited English language skills. This manual has been prepared in accordance with Title VI of the Civil Rights Act of 1964 which prohibits discrimination on the basis of race, color or national origin in programs and activities receiving Federal financial assistance. Executive Order 13166, titled Improving Access to Services for Persons with Limited English Proficiency, indicates that differing treatment based upon a person's inability to speak, read, write or understands English is a type of national origin discrimination. The executive order directs each federal agency to publish guidance for its respective recipients clarifying their obligation to ensure that such discrimination does not take place. This order applies to all state and local agencies which receive federal funds, including the Ames Area MPO which receives federal assistance through the U.S. Department of Transportation. The Ames Area MPO is committed to ensuring that no person is excluded from participation in or denied of its transportation planning services on the basis of race, color, or national origin. This manual was developed to guide MPO staff in its management of LEP related activities. The full LEP is included as appendix A.

The Ames Area MPO has the following resources available for providing language assistance:

- Oral Interpretation Service – The Ames Area MPO offers the Language Line Interpretation Service through TheBigWord. If there is a non-English speaking individual that comes into a city department, staff can show them the brochure for the Language Line Interpretation Service and have them select the language that they understand (the languages are written in both the native language and in English). Staff members can call the Language Interpretation Service and asks for the appropriate interpreter as pointed out by the customer. Staff members can utilize a speaker phone so both the staff member and the customer can be on the line at the same time. Flyers offering the Language Line Interpretation Service will be posted in the Administrative Offices. Additionally, where best appropriate, staff employees will also utilize Google Translator Interpretation Service from their computers and/or as application on their cell phones.

- Bureau Refugee Services – the Ames Area MPO as needed, will work with the Bureau of Refugee Services.
- The City of Ames has developed a list of all City employees that speak, write, or read a language other than English fluently. The City of Ames may contact employees on this list for interpretation services as their schedule permits. A current list will be maintained in the in the Human Resources internal website.
- The Ames Area MPO will also allow LEP persons to use an interpreter of their own choosing (whether a professional interpreter, family member, or friend) in place of or as a supplement to the Language Line interpretation services offered by the Ames Area MPO.
- The MPO web page has the ability to allow its information to be translated into different languages by selecting the language of choice.

Monitoring and Updating the LEP Procedures Manual

The LEP procedures manual will be reviewed and updated as necessary by the Ames Area MPO administrator and staff. The LEP procedures manual will be available to all Ames Area MPO staff that has contact with the public.

Committee membership

The Ames Area MPO did not organize any committees during the period of 2016 through 2018.

Body	Caucasian	Latino	African American	Asian American	Native American	Two or More
Population	82%	4%	3%	9%	0%	2%
No committees	-	-	-	-	-	-

Subrecipient compliance

To comply with Title VI requirements, all subrecipients of the Ames Area MPO must also comply with Title VI requirements. To demonstrate compliance with Title VI, the Ames Area MPO does the following to ensure compliance:

- collects and stores Title VI programs from subrecipients and reviews the programs for compliance for the following:
 - A copy of the subrecipient Title VI notice to the public including a listing of posting locations,
 - A copy of the subrecipient instructions to the public on how to file a Title VI complaint along with a copy of the form,
 - A list of all Title VI transportation related investigations, complaints or lawsuits filed with the subrecipient since the last submission related to the FTA funded project,
 - A public participation plan that includes an outreach plan to engage minority and LEP populations and a summary of outreach efforts made since the last submission,
 - A copy of the subrecipient LEP plan,
 - Membership of non-elected planning boards/councils/committees for transit-related projects, including racial breakdown and a description of efforts to encourage minority participation,
 - A copy of the Title VI equity analysis during the planning stage for facility projects,

- Copy of the subrecipient's governing board approving the Title VI program.
- collects and stores Title VI programs,
- As required, asks subrecipients to verify that their level and quality of service is provided on an equitable bases.

The Ames Area MPO monitors both contractors and subrecipients for Title VI compliance as required by Federal regulations. Currently the Ames Area MPO does not have any subrecipients.

Subrecipients are required to electronically file an annual Title VI report to the Ames Area MPO Administrator, and are subject to a desk or site review at any time. The Ames Area MPO will check all listed elements for compliance and offer a notice of concurrence that the program complies with Title VI requirements.

Demographic Profile

The following table documents the minority populations in the aggregate within the Ames Urbanized Boundary as defined in the 2010 U.S. Census.

Population by Race/Ethnicity	Population	Percent of Urbanized Area
White	51,006	82.2%
Hispanic	2,240	3.61%
Black or African American	1,972	3.18%
American Indian and Alaskan Native	53	0.09%
Asian	5,553	8.95%
Other	11	0.02%
Two or More	1,212	1.95%
Total	62,047	100%

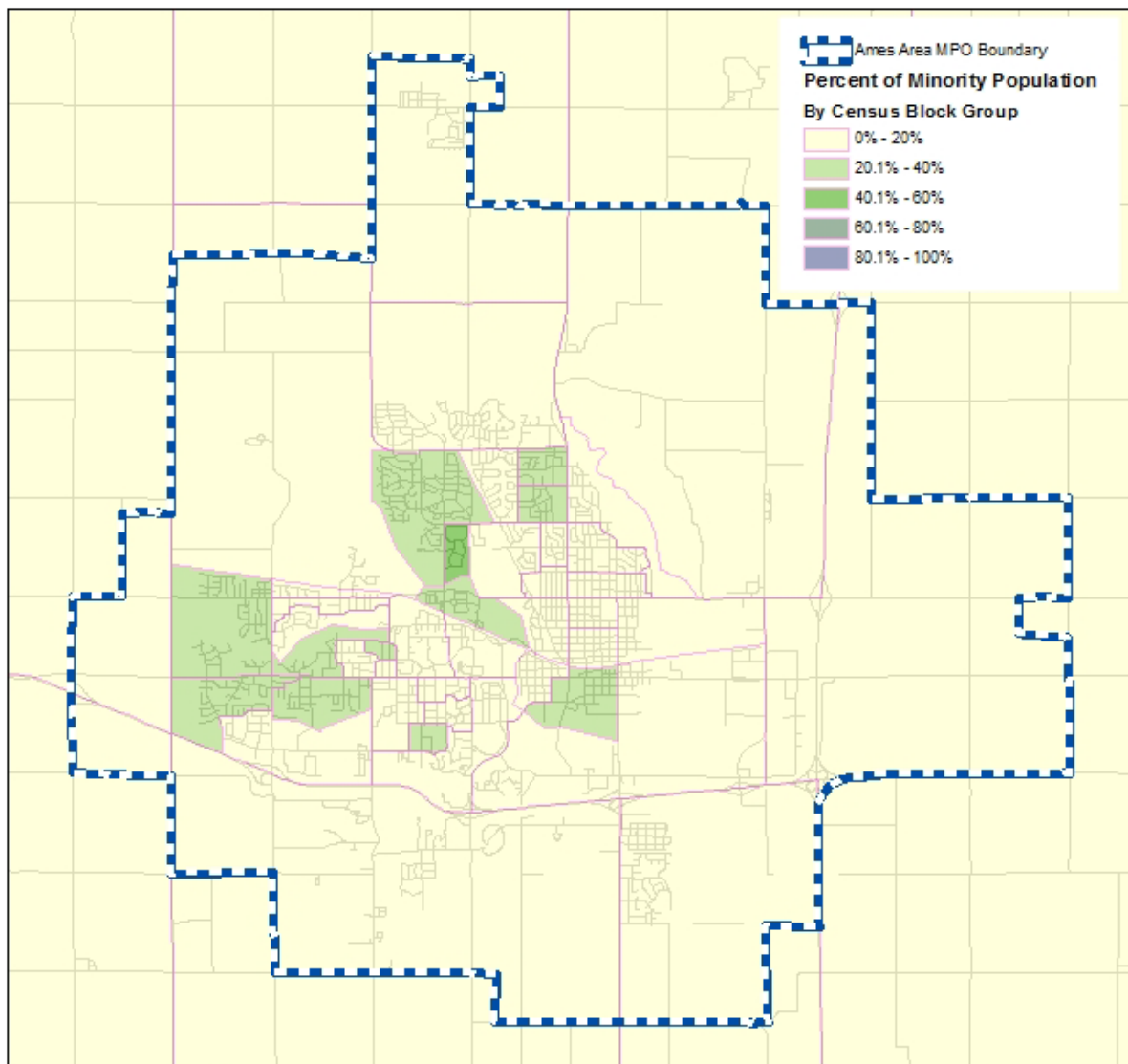
ACS demographic and Housing Estimate, Ames, IA Urbanized Area, 2010

Procedures for an Inclusive Planning Process

Planning activities are conducted in centralized locations with ADA accessible rooms and along CyRide routes. Transportation Policy Committee meetings are held in an ADA accessible room at the Ames City Hall and are televised on Ames Channel 12. Video records of meetings are also available on demand at www.cityofames.org as well as the AmesChannel12 YouTube channel.

Demographic maps

Demographic maps that overlay the percent minority and non-minority populations as identified by Census or ACS data, at Census tract or block group level, and charts that analyze the impacts of the distribution of State and Federal funds in the aggregate for public transportation purposes, including Federal funds managed by the MPO as a designated recipient



2010 U.S. Census – Census Block Group

Analysis identifying disparate impacts

The Ames Area MPO awards Surface Transportation Block Grant (STBG) and Transportation Alternatives Projects (STBG-TAP). An analysis to determine the impacts of the distribution of State and Federal funds in the aggregate for public transit purposes is required to identify any disparate impacts on the basis of race, color, or national origin. This analysis would be conducted for transit facility or transit station projects but does not include vehicles or bus stops. To date, the MPO has not awarded these funds to transit facility projects and therefore no impact has been identified.

Appendix

- A. Limited English Proficiency (LEP) document



City of Ames in Your Language



CITY OF
Ames[™]

**Language Communication Guidelines
to Ensure Equal Access to City Services
for People with Limited English Proficiency**



March 2014



LANGUAGE COMMUNICATION GUIDELINES

1-A. OVERVIEW

The City of Ames in utilizing federal funds will take affirmative steps to communicate with people who need services or information in a language other than English. Limited English Proficiency (LEP) persons are defined as persons who do not speak English as their primary language and who have a limited ability to read, write, speak or understand English. For the purposes of this Policy, LEP persons are citizen's households who are eligible to participate and/or benefit from the various federally funded programs administer by the various City Departments (e.g. Planning & Housing (CDBG Funds); Cy-Ride (Transportation funds); Public Works (DOT Funds); Police (Homeland Security funds); Fleet and Facilities (Department of Energy funds) Water and Pollution Control (Environmental Protection Agency) and others that may receive funds in the future.

2-B. ASSESSING NEED FOR PROGRAM ACCESS:

Each City Department that receives federal funding will conduct a Four Factor Analysis (FAA) in determining the need for program access for persons of LEP based on the program and/or project being administered as follows:

1. The number or proportion of LEP persons eligible to be served or likely to be encountered by the program(s) administered through the above departments and others;
2. The frequency with which LEP persons come into contact with the program(s);
3. The nature and importance of the program, activity, or service provided by the program to people's lives; and
4. The resources available to the program/recipient and costs.

The City has conducted a Four-Factor Analysis (FFA), which serves as the guide for determining which language assistance measures the City of Ames will undertake to guarantee access to its various federally funded programs. The data used in the FFA is from the 2008-12 American Community Survey (ACS) Estimate. The ACS data revealed that the **1.23 percent** of people in the City of Ames **do not** speak English as their primary language and who have a **limited** ability to read, write, speak or understand English. This percentage **does not** meet the threshold that would require the City to develop a specific Language Assistance Policy (LAP). However, the City being a proactive and a responsive government is creating **Language Communication Guidelines** for Limited English Proficiency (LEP) persons to access services and programs provided by the City of Ames.

3-C. The City of Ames' LANGUAGE COMMUNICATION GUIDELINES (LCG)

The City of Ames has established the following **Language Communication Guidelines** for Limited English Proficiency (LEP) persons to ensure compliance with the various Federal agencies regulations and Executive Order 13166 issued by President Clinton in 2000 along with subsequent guidance under Title VI of the Civil Rights Act of 1964. Under these requirement and guides,

the City of Ames must take reasonable steps to ensure meaningful access to their programs and activities by persons with Limited English Proficiency (LEP).

4-D. SAFE HARBORS

In accordance with the safe harbors for LEP persons, the cities must translate written documents for groups that are at least 5% of the eligible population, or 1,000 persons, whichever is less.

If there are fewer than 50 persons in a language group that reaches the 5% trigger above, cities are not required to translate the vital written materials, but should provide written notice in the primary language of the LEP group of the right to receive competent oral interpretation of those written materials, free of cost.

DOCUMENT TRANSLATION

- a. The City of Ames seeks to have available all translated documents that have been made available by the various federal agencies providing funding to the City.
- b. As necessary, per the results of the above analysis, the City of Ames may continue to offer documents in other languages as the analysis above reveals is necessary and/or upon a reasonable request from the Agency's customers or service providers serving our mutual customers.
- c. The City of Ames will evaluate the need for posting announcements in the most common languages encountered.

CURRENT RESOURCES OFFERED:

The City of Ames currently offers the following resources to ensure access to LEP persons:

1. Oral Interpretation Service –
The City of Ames offers the Language Line Interpretation Service. If there is a non-English speaking individual that comes into a city department, staff can show them the brochure for the Language Line Interpretation Service and have them select the language that they understand (the languages are written in both the native language and in English). Staff members can call the Language Interpretation Service and asks for the appropriate interpreter as pointed out by the customer. Staff members can utilize a speaker phone so both the staff member and the customer can be on the line at the same time. Flyers offering the Language Line Interpretation Service will be posted in the Administrative Offices.

Additionally, where best appropriate, staff employees will also utilize Google Translator Interpretation Service from their computers and/or as application on their cell phones.

2. Bureau Refugee Services – the City of Ames as needed, will work with the Bureau of Refugee Services.
3. The City of Ames has developed a list of all City employees that speak, write, or read a language other than English fluently. The City of Ames may contact employees on this list for

interpretation services as their schedule permits. A current list will be maintained in the in the Human Resources internal website.

4. The City of Ames will also allow LEP persons to use an interpreter of their own choosing (whether a professional interpreter, family member, or friend) in place of or as a supplement to the Language Line interpretation services offered by the City of Ames.
5. The City's web page has the ability to allow its information to be translated into different languages by selecting the language of choice.

STEPS TO ENSURE ACCESS TO LEP PERSONS/PROVIDING ONGOING NOTICE TO LEP PERSONS

1. The City will on an ongoing basis provide to its employees a copy of Thebigword (over the phone interpreting service) display posters and/or a table stand offering the Language Line Interpretation Service in their Administrative Offices.
2. The City will include the availability of the Language Line Interpretation Service in their announcements, informational packets and other media material when administering a project and/or program.
3. Additionally, where best appropriate, staff employees will also utilize Google Translator Interpretation Service from their computers and/or as application on their cell phones.
4. The City as needed will make outreach efforts for assistance with the Bureau of Refugee Services, Iowa State University and other organizations to provide assistance with LEP needs within our jurisdiction.

STAFF TRAINING

The City of Ames will conduct staff training periodically, either in a group setting or by written communication with staff. The following are the subjects will be reviewed during each training session:

1. Types of language translator services available;
2. How staff can obtain those services;
3. How to respond to Limited English Proficiency (LEP) callers;
4. How to respond to written communications from LEP persons; and
5. How to respond to LEP persons who have in-person contact with staff

MONITORING AND UPDATING THE LANGUAGE COMMUNICATION GUIDELINES

The City of Ames will monitor the effectiveness of its' Language Communication Guidelines Proficiency (LEP) Policy by reviewing information in the following areas on an bi-annual basis:

1. Reviewing the current available American Community Survey data to determine the LEP populations in the City of Ames jurisdiction and if threshold numbers have changed.

2. Have Departments monitor the frequency of encounters with LEP language groups that may come in contact through the administration of their projects and/or programs.
3. Continuing to conduct outreach to service providers to ensure awareness and access to the City of Ames' programs and services are known;
4. Reviewing and identifying available resources, including technological advances and associated costs imposed translation software the City of Ames is made aware of via e-mail notification, newsletters, web sites, etc.;
5. Reviewing whether existing services are meeting the needs of the LEP persons, by reviewing the annual use of the language line and any requests for translated materials made by customers and/or service providers;
6. Conducting annual staff training; and
7. Updating resources in the community that have been identified as sources for assistance to determine if they are still in operation and providing the same services to the community.



FOUR-FACTOR ANALYSIS and LANGUAGE ACCESS POLICY FOR LIMITED ENGLISH PROFICIENCY PERSONS CITY OF AMES, IOWA

Purpose: In compliance with Executive Order 13166, Ames has developed the following Language Access Policy (LAP) for Limited English Proficiency (LEP) persons.

History: Title VI of the Civil Rights Act of 1964 is the federal law which protects individuals from discrimination on the basis of their race, color, or national origin in programs that receive federal financial assistance. In certain situations, failures to ensure that persons who have limited English proficiency can effectively participate in, or benefit from, federally assisted programs may violate Title VI's prohibition against national origin discrimination. Persons who, as a result of national origin, do not speak English as their primary language and who have limited ability to speak, read, write, or understand English may be entitled to language assistance under Title VI in order to receive a particular service, benefit, or encounter.

City of Ames Four-Factor Analysis: The following Four-Factor Analysis will serve as the guide for determining which language assistance measures the City of Ames will undertake to provide LEP customer access to the services provided by the various Departments in the City of Ames.

1. Number or proportion of LEP persons served or encountered in the eligible service population (served or encountered includes those persons who would be served by the recipient if the person received education and outreach and the recipient provided sufficient language services).

The City of Ames utilized the data from The American Community Survey Data for 2008-2012- Age by Language Spoken at Home By Ability to Speak English for Populations 5 Years and Over (see table) to determine the populations that may need assistance with language skills to access and/or benefit from the various programs administered throughout the City using federal funding. However, all citizen participation activities are open to the general public.

Source: 2008-2012 American Community Survey – Story County, Iowa

General Characteristics of persons 5 years and older:

Total Population of persons 5 and older = 56,549
Population of persons 5 to 17 years = 5,297

Population of persons 18 to 64 years = 46,661
Population of persons 64 years and older = 4,591

Number and percent of Spanish-speaking Population = 1,211 or 2.0%

Number and percent of persons speaking other Indo-European languages = 1,298 or 2.3%

Number and percent of persons speaking Asian and Pacific Islander languages = 3,461 or 6.12%

Number and percent of persons speaking other languages = 261 or 0.4%

Characteristics of Persons 5 and Older Who Speak a Language other than English at Home:

Spanish-speakers: Speak English “very well” and “well” = 1,109; speak English “not well” or “not at all” = 102 persons or 0.18%

Speakers of other Indo-European languages: Speak English “very well” and “well” = 1,229; speak English “not well” or “not at all” = 69 persons or 0.12%

Speakers of Asian and Pacific Island languages: Speak English “very well” and “well” = 3,029; speak English “not well” or “not at all” = 449 persons or 0.79%

Speakers of other languages: Speak English “very well” and “well” = 257; speak English “not well” or “not at all” = 4 persons or 0.002%

Total persons who speak English “not well” or “not at all” = 624 persons or 1.23% of total population

*Age by language spoken at home by ability to speak English for population 5 years and over.
American Community Survey 2008-2012, City of Ames, Story County, Iowa

Other languages = Based on the above languages do not have sufficient information to determine the number of persons that speak a certain type of language. For example, other Indo European languages could include languages such as Indian, Hindu, and several other languages. Data is not available for each specific language; therefore, the City of Ames is unable to determine the percentage of number of persons.

2. The frequency with which the LEP persons come into contact with the program.

The City of Ames administers various projects that utilizing federal dollars, each Department receiving these funds will identify in their individuals programs the nature of the projects that residents are likely to have considerable direct contact with the project or program and its staff.

3. The nature and importance of programs, activities, or services provided by the Department.

Some of the projects administered with federal funding do provide direct assistance to beneficiaries related to housing, utilities, transit, infrastructure, emergency services and protection, etc.; therefore, the nature of the activity or service is of significant importance to all eligible residents.

Other services administered with federal funding do not provide direct assistance to individuals (e.g. public infrastructure, construction and maintenance, and similar type projects). As a result, LEP persons rarely come into contact with these City programs. However, all citizen participation activities are open to the general public.

4. The resources available and costs to the recipient.

Currently, the City of Ames web site can be utilized to translate information into various languages posted on this site. Additionally, the City offers the following services:

- a. Oral Interpretation Service – The City of Ames has contracted a Language Line Interpretation Service. If there is a non-English speaking individual that comes into the office, staff members can show them the brochure for the Language Line Interpretation Service and have them select the language that they understand (the languages are written in both the native language, and in English). The staff member can call the Language Interpretation Service and asks for the appropriate interpreter as pointed out by the customer. Staff can utilize a two line (head set) system or speaker phone so both the staff member and the customer can be on the line at the same time. A flyer indicating that the Language Line Interpretation Service will be provided to all City employees at their workstations. The flyer is also posted at customer contact areas in each Department.*
- b. In order to ensure that any limited English or non-English speaking resident receives equal access to services, the City of Ames will display in those Departments with service desk the "I Speak" posters to provide assistance.*
- c. The City of Ames has developed a list of all City employees that speak, write, or read a language other than English fluently. The City of Ames may contact employees on this list for interpretation services as their schedule permits. See attached list.*
- d. The City of Ames permits LEP persons to use an interpreter of their own choosing (whether a professional interpreter, family member, or friend) in place of or as a supplement to the Language Line Interpretation Service offered by the City of Ames.*

Additionally, many of the common forms used in the implementation of a City programs are available in multiple languages on the HUD, DOL, and other federal websites. Therefore, limited Language Access Policy (LAP) measures are reasonable given the resources available to City of Ames.

In conclusion, based on the data collected from *The American Community Survey Data for 2008-2012- Age by Language Spoken at Home By Ability to Speak English for Populations 5 Years and Over*, the populations in the City of Ames currently **do not meet** the 1,000 or 5% LEP persons threshold for any languages or language(s) identified, therefore the City is not required to a Language Access Plan (LAP) for its jurisdiction. However, the City of Ames will adopt a Language Communication Guidelines. The Four-Factor Analysis (FFA) will be kept in the City's Fair Housing and Equal Opportunity Plan and a copy of the FFA will also be provided to the City's Affirmative Action Officer.

Certification: Based on the above Four-Factor Analysis, the City of Ames is **not** required to develop a Language Access Plan (LAP).

However, the City of Ames will implement **Language Communication Guidelines** to provide reasonable attempts to accommodate Limited English Proficiency (LEP) persons to gain access to services, programs and other activities provided by the City of Ames.

Chief Elected Official

Ann H. Campbell
Ann H. Campbell, Mayor

3-25-14
Date

Diane R. Voss
Attest: Diane Voss, City Clerk

3-25-14
Date

Age by Language Spoken at Home by Ability to Speak English for Population 5 Years and Over

City of Ames, Story County, Iowa
(2008-2012 American Community Survey Estimate)

	5 to 17	18-64	65 & Over	Total Population 5 and over	Percent of Total Population est. population
Total Population	5,297	46,667	4,591	56,549	
Speak Spanish	117	1,058	36	1,211	
Speak English "very well" and "well"	116	951	36	1,103	
Speak English "not well"	1	79	0	80	
Speak English "not at all"	0	22	0	22	
Sub-total speakers that speak English "not well" or "not at all"	1	101	0	102	0.18
Speak other Indo-European language	98	1,068	132	1,298	
Speak English "very well" and "well"	98	1,025	106	1,229	
Speak English "not well"	0	43	26	69	
Speak English "not at all"	0	0	0	0	
Sub-total speakers that speak English "not well" or "not at all"	0	43	26	69	0.12
Speak Asian/Pacific Island language	341	3,034	86	3,461	
Speak English "very well" and "well"	322	2,700	7	3,029	
Speak English "not well"	13	317	40	370	
Speak English "not at all"	23	17	39	79	
Sub-total speakers that speak English "not well" or "not at all"	36	334	79	449	.079
Speak other languages	47	205	9	261	
Speak English "very well" and "well"	47	201	9	257	
Speak English "not well"	0	4	0	4	
Speak English "not at all"	0	0	0	0	
Sub-total speakers that speak English "not well" or "not at all"	0	4	0	4	0.01
Grand Total of people 5 and over who speak English "not well" or "not at all"	37	482	105	624	1.23

List of Interpreters within the City of Ames to assist with non-English speakers or speech/hearing impaired:

<u>Language</u>	<u>Dept.</u>	<u>Contact info.</u>
Spanish		
Paul Sandoval	Fire	X 5108
Amber Rozeboom	Police	X 5133
Blake Marshall	Police	X 5133
Julie Huisman	HR	X5199
Nicki Hayes	Utility Customer Service	X5226
French		
Dominic Roberge	PW	X 5278
Neal May	Elec. Eng.	X 5207
German		
Brian Phillips	CMO	X 5227
Mandarin Chinese		
Sue Xia	Finance-Accounting	X5212
Welsh		
Brian Phillips	CMO	X 5227

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

SUBJECT: FY 2018 – 2021 PAVEMENT, BRIDGE, SYSTEM PERFORMANCE AND FREIGHT PERFORMANCE TARGETS

BACKGROUND:

As required by the FAST Act, the Iowa Department of Transportation was required to establish performance targets for Pavement and Bridge Measures (PM2) and System Performance & Freight Measures (PM3). **These performance measures only apply to Interstate Highways and roads on the National Highway System (NHS). For AAMPO, these include I-35, US 30, and US 69.**

On May 20, 2018, IDOT established the following targets for PM2 and PM3 measures.

Performance Measures	Targets	
	2-year Targets	4-year Targets
Percentage of pavements of the Interstate System in Good condition*	N/A	49.4%
Percentage of pavements of the Interstate System in Poor condition*	N/A	2.7%
Percentage of pavements of the non-Interstate NHS in Good condition	48.8%	46.9%
Percentage of pavements of the non-Interstate NHS in Poor condition	13.2%	14.5%
Percentage of NHS bridges classified as in Good condition	45.7%	44.6%
Percentage of NHS bridges classified as in Poor condition	3.7%	3.2%
Percent of the person-miles traveled on the Interstate that are reliable	99.5%	99.5%
Percent of the person-miles traveled on the non-Interstate NHS that are reliable*	N/A	95.0%
Truck Travel Time Reliability (TTTR) Index	1.14	1.14

**2-year target not required for the first performance period*

The Ames Area MPO is required within 180 days of the State’s submission of the Pavement, bridge, System Performance and Freight performance measures (by November 20, 2018), to adopt safety performance targets which either:

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

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

ALTERNATIVES:

1. Approve supporting the PM2 and PM3 performance targets established by the Iowa Department of Transportation in coordination with Iowa MPOs
2. Direct staff to make quantifiable modifications to the safety performance targets.

ADMINISTRATOR'S RECOMMENDED ACTION:

The Ames Area MPO has participated in coordination meetings with the Iowa Department of Transportation and other Iowa MPO's. These performance measures were developed in a coordinated manner. Because these only apply to Interstate and NHS highways, it is impractical to establish separate measures.

Therefore, it is recommended by the Administrator that the Transportation Policy Committee adopt Alternative No. 1, as noted above.

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

SUBJECT: FY 2015 – 2019 SAFETY PERFORMANCE TARGETS

BACKGROUND:

As required by the FAST Act, the Iowa Department of Transportation was required to establish safety measures for five metrics. The Iowa Department of Transportation submitted the State Highway Safety Improvement Program (HSIP) annual report to the Federal Highway Administration on August 31, 2018. **The report included the State’s 2015-2019 safety targets for the performance measures (PM1) established in 23 § 490.207, which applies to all public roadways.** The targets are as follows.

Performance Measures	Five Year Rolling Averages	
	2013-2017 Baseline	2015-2019 Target
Number of Fatalities	338.0	353.6
Fatality Rate*	1.027	1.047
Number of Serious Injuries	1,498.8	1,483.7
Serious Injury Rate*	4.568	4.391
Non-Motorized Fatalities and Serious Injuries	146.4	149.8

*Rates are per 100 million vehicle miles traveled (VMT)

The Ames Area MPO is required within 180 days of the State’s submission of the safety performance measures (by February 27, 2019), to adopt safety performance targets which either:

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

This is the second year in which the MPO has considered the safety targets reported by the Iowa DOT and will become an annual action. Last year, the Transportation Policy Committee voted to support the IDOT targets; this must be done annually. Upon approving safety measures, the Ames Area MPO will be required to reflect the performance measures and targets in all Long Range Transportation Plans and Transportation Improvement Programs updated after October 1, 2018. Each update to the Long Range Transportation Plan will report

system performance measure progress towards achieving these targets. The Transportation Improvement Programs will be required to describe how the implementation of the TIP anticipates making progress towards achieving the targets.

ALTERNATIVES:

1. Approve supporting the safety performance targets established by the Iowa Department of Transportation in coordination with Iowa MPOs
2. Direct staff to make quantifiable modifications to the safety performance targets.

ADMINISTRATOR'S RECOMMENDED ACTION:

The Ames Area MPO has participated in coordination meetings with the Iowa Department of Transportation and other Iowa MPOs. These performance measures were developed in a coordinated manner. **Because these targets are aggregated from statistics on all public roadways across the state, the most practical process is to support the IDOT targets. Establishing local targets would have no statistical effect on the state goals.**

Therefore, it is recommended by the Administrator that the Transportation Policy Committee adopt Alternative No. 1, as noted above.

MINUTES OF THE REGULAR MEETING OF THE AMES CITY COUNCIL

AMES, IOWA

SEPTEMBER 11, 2018

The Regular Meeting of the Ames City Council was called to order by Mayor John Haila at 6:00 p.m. on September 11, 2018, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law. Present were Council Members Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, David Martin, and Chris Nelson. *Ex officio* Member Allie Hoskins was also present.

Mayor Haila announced that the Council would be working from an Amended Agenda. Added to the Consent Agenda was a Resolution establishing compliance with reimbursement bond regulations under the Internal Revenue Code.

In recognition of Patriot's Day, Mayor Haila noted that it was important for the City of Ames and the United States not to forget all those who were murdered on September 11, 2001. To honor the over 3,000 persons who perished on that day, a moment of silence was observed.

PROCLAMATION: Mayor Haila proclaimed September 2018 as "School Attendance Awareness Month." Malai Amfahr, Coordinator of Story County Reads, accepted the Proclamation. Others present as part of the Story County Reads collaboration were Erika Peterson, Boys & Girls Club of Story County; Carolyn Jons, Raising Readers in Story County; Kim Hanna, Raising Readers in Story County; Jerri Heid, Ames Public Library and Raising Readers in Story County; Randie Camp, Iowa State University and Raising Readers in Story County; Dan Fox, Ames Middle School Principal; Sunni Swarbrick, Story County Community Foundation; Anthony Jones, Ames Community School District; Lisa Negus, Ames School District; and Justin Jeffs, Kate Mitchell Elementary School Principal.

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

1. Motion approving payment of claims
2. Motion approving Minutes of Special Meeting of August 21, 2018, and Regular Meeting of August 28, 2018
3. Motion approving Report of Change Orders for August 16 - 31, 2018
4. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class C Liquor – Corner Pocket/DG's Taphouse, 125 Main St.
 - b. Class C Liquor & Outdoor Service – Grandpa Noodle Gallery, 926 S. 16th Street
 - c. Class B Liquor, Catering, & Outdoor Service – Hilton Garden Inn Ames, 1325 Dickinson Avenue
 - d. Class C Liquor & Catering – Whiskey River, 132-134 Main Street
5. Request from Campustown Action Association for Crafts & Draughts on October 6, 2018:
 - a. Motion approving 5-day (October 6-11) Special Class B Beer & Outdoor Service for A&R Marketing
 - b. Motion approving blanket Temporary Obstruction Permit on Welch Avenue from Chamberlain Street to Hunt Street from 7:00 a.m. to 7:00 p.m.
 - c. RESOLUTION NO. 18-513 approving waiver of electricity costs for the 200 block of Welch Avenue, including the Campustown Court area

- d. RESOLUTION NO. 18-514 approving the closure of 8 parking spaces and waiver of parking meter fees on Welch from 8:00 a.m. to 6:00 p.m.
- e. Motion approving blanket Vending Permit on Welch Avenue from Chamberlain Street to Hunt Street
- f. RESOLUTION NO. 18-515 approving a waiver of fee for the blanket Vending Permit
6. Motion approving ownership change for Class B Wine, Class C Beer License for Fareway Stores, Inc. #386 - 619 Burnett Avenue
7. Motion approving ownership change for Class B Wine, Class C Beer License for Fareway Stores, Inc. #093 - 3619 Stange Road
8. RESOLUTION NO. 18-516 approving, with conditions, Encroachment Permit for brick columns at 3109 Balsam Circle
9. RESOLUTION NO. 18-517 setting date of public hearing as September 25, 2018, on a proposal to enter into SRF Sanitary Sewer Revenue Loan and Disbursement Agreement
10. RESOLUTION NO. 18-518 reauthorizing the GIS Software Enterprise Licensing Agreement with Environmental Systems Research Institute of Redlands, California
11. RESOLUTION NO. 18-519 approving contract and bond for WPC Facility Clarifier Launder Cover Project
12. RESOLUTION NO. 18-520 approving partial completion of public improvements and reducing security for Quarry Estates, 2nd Addition
13. RESOLUTION NO. 18-521 approving Plat of Survey for 1801-20th Street and 2008-24th Street (Northcrest) and acceptance of right-of-way dedication
14. RESOLUTION NO. 18-522 approving Plat of Survey for 2800, 2820, 2902, and 2920 E. 13th Street

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

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

ENDORSEMENT OF IOWA ECONOMIC DEVELOPMENT AUTHORITY APPLICATION FOR FINANCIAL ASSISTANCE FOR 3M: Council Member Betcher asked if City staff had concerns about the increase in utilities that will occur as a result of 3M's expansion. Dan Culhane, Ames Economic Development Commission, introduced Jeff Peeler, Plant Manager at the 3M facility in Ames. Mr. Peeler said that 3M had been a proud and engaged contributor to the Ames community since 1970 when it first opened as a distribution center with 13 employees. It has now grown to a world-class manufacturing facility with over 400 employees. Mr. Peeler advised that 3M will be investing over \$30 million in the facility to expand its operations in Ames. Sixteen high-quality jobs will be added as a result of the expansion. Mr. Peeler requested the City's support of 3M's application to the Iowa Economic Development Authority for financial assistance. In answer to Ms. Betcher's question, Mr. Peeler stated that there will be a nominal increase in electric, and no additional usage in water or sewer will occur. There will be a need for additional usage of natural gas.

Mayor Haila thanked 3M on behalf of the City for investing in the Ames community.

Moved by Beatty-Hansen, seconded by Betcher, to adopt RESOLUTION NO. 18-523 approving the Endorsement of Iowa Economic Development Authority application for financial assistance for 3M, with no local match requirement.

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

CONCEPT OF ACCEPTING HAULED WASTE FROM BURKE CORPORATION: Council Member Betcher noted that there will be heavy trucks hauling the waste to the City's facility. She asked if City staff had concerns about that additional traffic, especially because the County road's bridge is still out and the alternative route is still being used. Director of Water and Pollution Control John Dunn stated that route was actually designed to take that level of traffic. In addition, Mr. Dunn stated that the Department budgeted for road rock and maintenance of that road.

Council Member Beatty-Hansen noted that the only number where the City is already overloaded is in Total Suspended Solids (TSS). Noting that the anticipated volume from Burke is small, Ms. Beatty-Hansen asked Mr. Dunn if he was concerned about adding to that volume. Mr. Dunn replied that the design estimate is 28 years old. He noted that what leaves the facility needs to be considered; the City's Permit allows the Plant to discharge 3,027 pounds of TSS, and currently, it is only discharging an average of 358 pounds. According to Director Dunn, clearly very conservative factors were used when the Plant's capacity was weighted initially.

Mayor Barker, Mayor of Nevada, thanked the City Council for its willingness to consider a Hauled Waste Agreement with the City of Nevada. He noted that Burke Corporation is the largest employer in Nevada.

Chad Randick, President of Burke Corporation, also thanked the City of Ames from Burke Corporation and the Hormel Corporation, for considering such a unique agreement. According to Mr. Randick, they are currently in the explorative phases for a plant expansion; the Nevada site has been identified as a finalist. Mr. Randick stated they are proposing to double the size of its existing facility. They do have the land to accommodate the expansion and are looking at adding approximately \$150 million in invested capital. There would be 210 new jobs created; 52 would qualify under the high-quality jobs program. None of that can happen if they do not find a way to bridge an approximate three-year gap between when the expansion would be completed and when Nevada's wastewater treatment facility would be completed. Mr. Randick said that the facility currently operates under its limits, but they want to set up a safety net so if it does need some assistance, the plant could continue to operate. They are also investing in an on-site storage tank that would allow waste to be held and divert it back to the City's system. It is difficult to determine how much assistance it will need.

Moved by Nelson, seconded by Gartin, to approve the concept of accepting hauled waste from Burke Corporation and to direct staff to develop a written Treatment Agreement.

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

REQUEST BY BARILLA TO ALLOW FOR MISSING INFRASTRUCTURE DEFERRAL:

Planning and Housing Director Diekmann explained that staff was recommending that the Council, at a minimum, support the three-year deferral process; however, staff also supports creating the possibility of using an in-lieu payment method for sidewalks in very limited circumstances. Neither are allowed in the current *Code*.

Moved by Corrieri, seconded by Martin, to refer this matter to the City Attorney to draft an amendment to the *Municipal Code* that would allow for both deferral options.

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

ANNEXATION REQUEST BY FRIEDRICH FOR 108 ACRES LYING WEST OF GEORGE WASHINGTON CARVER AVENUE AND SOUTH OF CAMERON SCHOOL ROAD:

Director Diekmann stated that City staff had been discussing possibilities for the development of the land along Cameron School Road and George Washington Carver Avenue with Kurt Friedrich for over two years. The land in question lies north and west of Scenic Valley Subdivision and has been referred to previously as the “Dankbar-Muench” properties. According to Mr. Diekmann, this land was the subject of a recently approved Land Use Policy Plan (LUPP) and Fringe Plan Amendment (in November 28, 2017), which designated the area as part of the North Allowable Growth Area and as an Urban Service Area and created a Convenience Commercial Node. As an Urban Service Area, the site is eligible for annexation and will be developed as one of the “New Lands” development patterns – a suburban low- to medium-density development or a village development.

Director Diekmann stated that, with any initiation of an annexation, staff would turn to the City Council to determine what the scope of the annexation should be. He explained that, in addition to the voluntary annexation request for the subject properties, there are a few neighboring properties abutting the site that could be included in the annexation to make more uniform boundaries and create an “80-20” annexation. There are two properties on the south side of Cameron School Road (Jamison and Scudder) adjacent to the requested annexation area and two properties in the west side of George Washington Carver Avenue (Hilker and JDS Rental Properties). Mr. Diekmann also stated that it is not necessary to include any additional properties to avoid creating an island as all four abutting properties lie on the periphery of the subject property. The Council was informed by Director Diekmann that the inclusion of non-consenting owners would require an initial meeting of the City Development Board followed by a public hearing before that Board. He also made the Council aware that if the 80/20 annexation were not approved, the portion of the land belonging to the non-consenting owners could be removed and the annexation could go forward as voluntary.

The following options were provided to the City Council:

1. Initiate the annexation as a 100% voluntary annexation by not including any non-consenting owners.
2. Initiate the voluntary annexation of 108.14 acres and include the two non-consenting owners along George Washington Carver Avenue in order to create more uniform boundaries and complete the developer tasks.

The developer tasks were identified as follows:

- a. The developer shall be responsible for the cost of completing a traffic study as defined by the City's traffic engineer for development of the site with approximately 300 homes and five acres of convenience commercial uses; and,
 - b. The developer shall enter into a Development Agreement for the developer's obligations at their sole cost to improve sanitary sewer capacity to serve the site consistent with the study from May 2017, complete required traffic improvements identified in the traffic study related to the development of the site, and complete any water services territory buy-out requirement that may be necessary to allow transfer of Xenia service territory to the City prior to development.
3. Initiate the voluntary annexation of 108.14 acres and include all four non-consenting owners in order to create more uniform boundaries and complete the developer tasks.

Council Member Beatty-Hansen offered her opinion that the City should definitely bring in the two properties along George Washington Carver to create a more uniform boundary. She felt that the City would be taking a risk if they did not bring them in at this time, especially if the property would be split and brought in in pieces. Council Member Gartin agreed, stating that he felt the City should annex as much as it can at this time.

Council Member Nelson asked if City staff knew that all four property owners would be non-consenting or had they just not been approached. Mr. Diekmann advised that they had not been approached.

Council Member Betcher said she had concerns about bringing in non-consenting properties because the City's past attempts had not met with success. She noted that the "smoothing of the boundaries" argument had failed previously and may not be convincing in this case. Ms. Betcher advised that she was concerned about expending staff time fighting to gain the non-consenting properties.

Moved by Nelson, seconded by Betcher, to approve Option 1: to initiate a voluntary annexation of 108.14 acres and not include any non-consenting owners.

Moved by Nelson, seconded by Betcher, to amend the motion to direct staff to reach out first to the property owners (Jamison, Scudder, Hilker, and JDS Rental Properties) to see if they are interested in being annexed to the City of Ames, and if so, include them; if there is no response within two weeks, to approve Option 1: to initiate the annexation as a 100% voluntary annexation by not including any non-consenting owners.

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

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

Moved by Gartin, seconded by Corrieri, to approve Option 3: to initiate the voluntary annexation of 108.14 acres and include all four non-consenting owners in order to create more uniform boundaries and complete the developer tasks.

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

SOUTH GRAND AVENUE EXTENSION PROJECT: Municipal Engineer Tracy Warner explained that the City of Ames is acquiring the entire Double DRS, LC, property for the South Grand Avenue Extension Project. Ms. Warner said that, for the phase associated with this property, South 5th Street will be partially relocated and extended westward to the new portion of South Grand Avenue Extension. This parcel is the open field where the new proposed South 5th Street Alignment passes through adjacent to the existing South 5th Street and the Boys and Girls Club. According to Ms. Warner, the parcel in question will also be used for roadway borrow material and constructed into a storm water wetland.

At the inquiry of Council Member Gartin as to whom would be charged with the maintenance of the wetland, Ms. Warner answered that, initially, it would be Public Works Engineering, who will be monitoring it for a while; then it will transition to the Parks & Recreation Department.

At the inquiry of Mayor Haila as to whether the site is buildable, Ms. Warner advised that the portion of the land that is outside of the floodway is approximately 18% of the property; that is where the roadway is going.

Moved by Beatty-Hansen, seconded by Betcher, to adopt RESOLUTION NO. 18-524 approving the Purchase Agreement with Double DRS, LC, for land acquisition at 299 South 5th Street.

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

HEARING ON LEASE AGREEMENT WITH DEERE & COMPANY FOR APPROXIMATELY 53.03 ACRES OF CITY LAND: Public Works Director John Joiner explained that John Deere has plans to develop a Spray Lab Building at the ISU Research Park. The lot in question is located along S. Riverside Drive, directly west of the Ames Municipal Airport. To facilitate planned equipment research and development, John Deere asked to have access to the ag fields adjacent to its site. They identified 53 acres that is currently being farmed as part of the Airport property. According to Mr. Joiner, water only will be used; there will be no chemicals. He also stated that John Deere will pay the same as the tenant farmer pays.

Mayor Haila opened the public hearing. The hearing was closed after no one requested to speak.

Moved by Gartin, seconded by Betcher, to adopt RESOLUTION NO. 18-525 approving a Ten-Year Lease with Deere & Company for approximately 53.03 acres of City land located along S. Riverside Drive, directly west of the Ames Municipal Airport.

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

HEARING ON VACATION OF UTILITY EASEMENTS AT 1801-20TH STREET AND 2008-24TH STREET (NORTHCREST): The hearing was opened by the Mayor. He closed same after no one came forward to speak.

Moved by Nelson, seconded by Beatty-Hansen, to adopt RESOLUTION NO. 18-526 vacating eight Sanitary Sewer, Water Main, Storm Sewer, and Electric Easements.
Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

HEARING ON POWER PLANT MAINTENANCE SERVICES: The public hearing was opened and closed by Mayor Haila since there was no one wishing to speak.

Moved by Betcher, seconded by Corrieri, to adopt RESOLUTION NO. 18-527 approving final plans and specifications and awarding a contract to TEI Construction Services, Inc., of Duncan, South Carolina, for hourly rates and unit prices bid, in an amount not-to-exceed \$90,000.
Roll Call Vote: 6-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

ORDINANCE REVISING PARKING REGULATIONS ON MCKINLEY DRIVE: Moved by Beatty-Hansen, seconded by Betcher, to pass on second reading an ordinance revising parking regulations on McKinley Drive.
Roll Call Vote: 6-0. Motion declared carried unanimously.

ORDINANCE REZONING 1801-20TH STREET AND 2008-24TH STREET (NORTHCREST): Moved by Betcher, seconded by Beatty-Hansen, to pass on third reading and adopt ORDINANCE NO. 4369 rezoning 1801-20th Street and 2008-24th Street (Northcrest) from High-Density Residential (RH) to Planned Residence District (F-PRD).
Roll Call Vote: 6-0. Ordinance declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

DISPOSITION OF COMMUNICATIONS TO COUNCIL: Moved by Corrieri, seconded by Gartin, to direct staff to place on a future Agenda the request of Ames Community Preschool Center to carry over unspent ASSET funding from 2017/18 to 2018/19.
Vote on Motion: 6-0. Motion declared carried unanimously.

Moved by Beatty-Hansen, seconded by Corrieri, to communicate to Iowa WorkForce Development that the City Council was not interested in waiving the parking fees for 100 meters around the north and southwest areas of the Public Library for its Regional Summit.

Council Member Gartin said it was important to consider that the State of Iowa wants to partner with the City to benefit people in the community by helping them to find meaningful employment. He would like to approve the waiver this time.

Council Member Betcher noted that there had been other State-sponsored events held , but the City

had not waived parking fees. She pointed out that there is free parking within a few blocks of the Public Library.

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

Moved by Gartin, seconded by Beatty-Hansen, to have staff include information on the Champlin-Lloyd property in the Staff Report to Council (on September 25) regarding the McCay property.

City Manager Schainker advised that this would be part of the discussion on the Comprehensive Plan.

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

Moved by Betcher, seconded by Corrieri, to refer to staff, for a memo, the letter from the Hunziker Companies, regarding the South Duff project.

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

COUNCIL COMMENTS: Council Member Martin stated that, in a recent National League of Cities email, there was mention of action being taken by the FCC regarding rules for small cell (wireless) placement. He advised that it requires radios to be placed in close proximity to whomever is using the radios. The rules that were being discussed have to do with what a provider has to do in order to attach their equipment to facilities within a city and to provide the service. It was Mr. Martin's feeling that the rules were hostile to local control of such issues. He noted that he felt he wanted to voice his opposition to this; however, there is a very short window of time for response to the FCC (written comment is due by September 18). Mr. Martin expressed his desire for City staff to review this, and if they felt that they should offer an opinion, they should do so. Council Member Betcher commented that she felt that was a good idea. The topic had come up at a National League of Cities Conference session that she had attended back in March. She commented that it is a real concern for city infrastructure because of their placement. Council Member Gartin stated that the Council needs to be cautious about efforts to support various policy issues. If there is a clear local connection, it would make a difference. He will be supportive of what Council Member Martin was recommending for that reason. No formal action was taken; however, there was no opposition indicated by the City Council to City staff offering an opinion to the FCC.

CLOSED SESSIONS: Council Member Beatty-Hansen asked City Attorney Mark Lambert if there was a legal reason to go into Closed Session. Mr. Lambert replied in the affirmative, citing *Code of Iowa* Section 20.17(3) to discuss collective bargaining strategy.

Moved by Beatty-Hansen, seconded by Gartin, to hold a Closed Session, as provided by Section 20.17(3), *Code of Iowa*, to discuss collective bargaining strategy.

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

The meeting reconvened in Regular Session at 7:17 p.m.

Council Member Betcher asked City Attorney Mark Lambert if there was a legal reason to go into Closed Session. Mr. Lambert replied in the affirmative, citing *Code of Iowa* Section 21.5(1)c to discuss matters presently in or threatened to be in litigation.

Moved by Betcher, seconded by Corrieri, to hold a Closed Session, as provided by Section 21.5(1)c, *Code of Iowa*, to discuss matters presently in or threatened to be in litigation.

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

The meeting reconvened in Regular Session at 8:25 p.m.

Moved by Beatty-Hansen, seconded by Betcher, to adopt RESOLUTION NO. 18-529 approving a recommended settlement in the amount of \$250,000 for a claim filed against the City on behalf of Chris Miller, who alleged that the City discriminated against him on the basis of a physical disability.

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

ADJOURNMENT: Moved by Gartin to adjourn the meeting at 8:26 p.m.

Diane R. Voss, City Clerk

John A. Haila, Mayor



REPORT OF CONTRACT CHANGE ORDERS

Period:	<input checked="" type="checkbox"/>	1 st – 15 th
	<input type="checkbox"/>	16 th – End of Month
Month & Year:	September 2018	
For City Council Date:	September 25, 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)
Public Works	CDBG Public Neighborhood Infrastructure Improvements	1	\$491,081.38	Keller Excavating, Inc.	\$0.00	\$12,805.00	J. Joiner	MA
Public Works	2017-18 South Duff Avenue Improvements	1	\$2,374,992.00	Con-Struct, Inc.	\$0.00	\$-(11,451.02)	J. Joiner	MA
Public Works	2017/18 Asphalt Pavement Program (Pierce/Tyler)	1	\$776,412.35	Manatt's, Inc.	\$0.00	\$-(1,865.53)	J. Joiner	MA
Public Works	2017/18 Seal Coat Improvements (Carr Dr Crestwood Cir, E 16 th St, Linden Dr.	1	\$923,326.38	Manatt's, Inc.	\$0.00	\$12,720.00	J. Joiner	MA
Public Works	2016/17 Right-of-Way Restoration	2	\$104,000.00	Green Tech of Iowa	\$0.00	\$-(14,191.75)	J. Joiner	MA
			\$		\$	\$		

MEMO



To: Mayor John Haila and Ames City Council Members
From: Lieutenant Dan Walter, Ames Police Department
Date: September 19, 2018
Subject: Beer Permits & Liquor License Renewal Reference City Council Agenda

The Council agenda for September 25, 2018, includes beer permits and liquor license renewals for:

- Class C Liquor, B Wine, Catering, & Outdoor Service - LC0040413 - +39 Restaurant, Market, & Cantina, 2640 Stange Road
- Class C Liquor & Outdoor Service - LC0022381 - Wallaby's Grille, 2733 Stange Road
- Class C Liquor - LC0040412 - Hy-Vee #1 Clubroom, 3800 W. Lincoln Way
- Class C Beer & B Wine - BC0029640 - Hy-Vee Gas #5018, 636 Lincoln Way

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.

Applicant License Application ()

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

Contact Person

Name	<u>Zach Case</u>		
Phone:	<u>(605) 450-0661</u>	Email	<u>zachc@gatewayames.com</u>

Classification Special Class C Liquor License (BW) (Beer/Wine)**Term:** 5 days**Effective Date:** 10/03/2018**Expiration Date:** 01/01/1900**Privileges:**Special Class C Liquor License (BW) (Beer/Wine)**Status of Business**

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

Ownership**Doug Drees**

First Name: Doug **Last Name:** Drees
City: Waukee **State:** Iowa **Zip:** 50014
Position: Manager
% of Ownership: 1.00% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company:	<u>General Casualty</u>		
Policy Effective Date:	<u>10/03/2018</u>	Policy Expiration	<u>10/08/2018</u>
Bond Effective	Dram Cancel Date:		
Outdoor Service Effective	Outdoor Service Expiration		
Temp Transfer Effective	Temp Transfer Expiration Date:		

Applicant License Application ()

Name of Applicant: <u>Freinds of ISU Holdings</u>		
Name of Business (DBA): <u>Gateway Hotel and Conference Center</u>		
Address of Premises: <u>420 Beach Ave</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50011</u>
Business <u>(515) 294-4625</u>		
Mailing <u>2100 Green Hills Drive</u>		
City <u>Ames</u>	State <u>IA</u>	Zip: <u>50014</u>

Contact Person

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

Classification Class C Liquor License (LC) (Commercial)**Term:** 5 days**Effective Date:** 11/17/2018**Expiration Date:** 01/01/1900**Privileges:**Class C Liquor License (LC) (Commercial)**Status of Business**

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

Ownership**Doug Drees**

First Name: Doug **Last Name:** Drees
City: Waukee **State:** Iowa **Zip:** 50263
Position: Manager
% of Ownership: 1.00% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company: <u>General Casualty</u>	
Policy Effective Date: <u>11/17/2018</u>	Policy Expiration <u>11/22/2018</u>
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

Name of Applicant: <u>Wheatsfield Cooperative</u>		
Name of Business (DBA): <u>Wheatsfield Cooperative</u>		
Address of Premises: <u>2508 Mortensen Road</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50011</u>
Business <u>(515) 232-4094</u>		
Mailing <u>413 Northwestern</u>		
City <u>Ames</u>	State <u>IA</u>	Zip: <u>50010</u>

Contact Person

Name <u>Linda Johnson</u>
Phone: <u>(515) 360-4697</u> Email <u>linda_j@wheatsfield.coop</u>

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

Term: 5 days

Effective Date: 10/17/2018

Expiration Date: 01/01/1900

Privileges:

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

Status of Business

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

Ownership

Linda Johnson

First Name: Linda **Last Name:** Johnson
City: Ames **State:** Iowa **Zip:** 50010
Position: General Manager
% of Ownership: 0.00% **U.S. Citizen:** Yes

Bronwyn Beatty Hansen

First Name: Bronwyn **Last Name:** Beatty Hansen
City: Ames **State:** Iowa **Zip:** 50010
Position: Operations Manager
% of Ownership: 0.00% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company: <u>State Auto Insurance Company</u>
Policy Effective Date: <u>10/17/2018</u> Policy Expiration <u>10/22/2018</u>

Bond Effective

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:

ITEM # 9
DATE: 09-25-18

COUNCIL ACTION FORM

SUBJECT: ANNUAL STREET FINANCE REPORT

BACKGROUND:

Section 312.14 of the Code of Iowa requires each city receiving allotments of Road Use Tax funds to annually prepare and submit to the Iowa Department of Transportation (IDOT) by September 30 a Street Finance Report of expenditures and receipts for the fiscal year then ended. Those cities not complying with this section of the Code of Iowa will have Road Use Tax funds withheld until the city complies.

The report to be submitted is for the fiscal year ended June 30, 2018.

ALTERNATIVES:

1. Approve the 2018 Street Finance Report.
2. Do not approve the 2018 Street Finance Report.

MANAGER'S RECOMMENDED ACTION:

In order for the City of Ames to continue to receive Road Use Tax funds, it is necessary to submit an annual Street Finance Report to the IDOT. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the 2018 Street Finance Report.



Form 517007 {5-2018}
Office of Local Systems
Ames, IA 50010

City Street Financial Report

Report Generated

9/21/2018 2:08 PM

Fiscal Year

2018

Sheet

1 of 13

City Name
AMES
City Number
155

Cover Sheet

Now therefore let it be resolved that the city council _____ AMES _____, Iowa
(City Name)

On _____ did hereby approve and adopt the annual
(month/day/year)

City Street Financial Report from July 1, _____ 2017 _____ to June 30, _____ 2018 _____
(Year) (Year)

Contact Information

Name	E-mail Address	Street Address	city	ZIP Code
Diane R. Voss	dvoss@city.ames.ia.us	515 Clark Avenue	Ames, IA	50010
Hours	Phone	Extension	Phone(Alternative)	
8-5	515-239-5262		515-239-5116	

Preparer Information

Name	E-mail Address	Phone	Extension
Tina Stanley	tstanley@city.ames.ia.us	515-239-5116	

Mayor Information

Name	E-mail Address	Street Address	city	ZIP Code
John Haila	jhaila@city.ames.ia.us	515 Clark Ave	Ames, IA	50010
Phone	Extension			
515-239-5105				

Resolution Number _____

Signature Mayor

Signature City Clerk



Form 517007 {5-2018}
Office of Local Systems
Ames, IA 50010

City Street Financial Report

Report Generated

9/21/2018 2:08 PM

Fiscal Year

2018

Sheet

2 of 13

City Name
AMES
City Number
155

Summary Statement Sheet

Column 1 Column 2 Column 3 Column 4
Road use Other Street Street Debt Totals
Tax Fund Monies

Column 1 Column 2 Column 3 Column 4
Road use Other Street Street Debt Totals
Tax Fund Monies

Round Figures to Nearest Dollars

Round Figures to Nearest Dollars

A. BEGINNING BALANCE				
1. July 1 Balance	\$6,517,765	\$996,527	\$8,684,024	\$16,198,316
2. Adjustments (Note on Explanation Sheet)	\$0	\$0	\$0	\$0
3. Adjusted Balance	\$6,517,765	\$996,527	\$8,684,024	\$16,198,316
B. REVENUES				
1. Road Use Tax	\$7,523,353			\$7,523,353
2. Property Taxes		\$706,026	\$10,917,294	\$11,623,320
3. Special Assessments		\$564,860	\$0	\$564,860
4. Miscellaneous		\$7,168,931	\$383,449	\$7,552,380
5. Proceeds from Bonds, Notes, and Loans		\$0	\$6,985,000	\$6,985,000
6. Interest Earned		\$35,811	\$111,337	\$147,148
7. Total Revenues (Lines B1 thru B6)	\$7,523,353	\$8,475,628	\$18,397,080	\$34,396,061
C. Total Funds Available (Line A3 + Line B7)	\$14,041,118	\$9,472,155	\$27,081,104	\$50,594,377

EXPENSES				
D. Maintenance				
1. RoadWay Maintenance	\$3,524,202	\$1,710,095	\$47,860	\$5,282,157
2. Snow and Ice Removal	\$1,133,612	\$0	\$0	\$1,133,612
E. Construction, Reconstruction and Improvements				
1. Engineering	\$418,268	\$301,827	\$4,344	\$724,439
2. Right of Way Purchased	\$0	\$0	\$0	\$0
3. Street/Bridge Construction	\$1,890,796	\$3,157,551	\$4,597,996	\$9,646,343
4. Traffic Services	\$0	\$0	\$0	\$0
F. Administration	\$804,649	\$11,868	\$82,276	\$898,793
G. Equipment	\$0	\$0	\$0	\$0
H. Miscellaneous		\$596,385	\$0	\$596,385
J. street Debt				
1. Bonds, Notes and Loans -Principal Paid	\$0	\$0	\$9,749,724	\$9,749,724
2. Bonds, Notes and Loans - Interest Paid	\$0	\$0	\$1,167,570	\$1,167,570
TOTALS				
K. Total Expenses (Lines D thru J)	\$7,771,527	\$5,777,226	\$15,649,770	\$29,199,023
L. Ending Balance (Line C-K)	\$6,269,591	\$3,694,429	\$11,431,334	\$21,395,354
M. Total Funds Accounted For (K + L = C)	\$14,041,118	\$9,472,155	\$27,081,104	\$50,594,377



Form 517007 {5-2018}
Office of Local Systems
Ames, IA 50010

City Street Financial Report

Report Generated

9/21/2018 2:08 PM

Fiscal Year

2018

Sheet

3 of 13

City Name
AMES
City Number
155

Miscellaneous Revenues and Expenses Sheet

Code Number and Itemization of Miscellaneous Revenues (Line B4 on the Summary Statement Sheet)(See Instructions)	Column 2 Other Street Monies	Column 3 Street Debt
110---Parking Revenues	\$253,322.00	\$0.00
112---Utility Revenue	\$1,680,746.00	\$0.00
121---State Reimbursement	\$70,031.00	\$0.00
123---Various State Grants	\$3,573,544.00	\$0.00
172---Labor & Services	\$17,654.00	\$0.00
190---Other Miscellaneous	\$1,179,960.00	\$383,449.00
193---Fines & Fees	\$306,507.00	\$0.00
191---Licenses and Permits	\$84,763.00	\$0.00
170---Reimbursements (misc.)	\$2,404.00	\$0.00
Line B4 Totals	\$7,168,931.00	\$383,449.00

Code Number and Itemization of Miscellaneous Expenses (Line H on the Summary Statement Sheet) "On street" parking expenses, street maintenance, buildings, insurance, administrative costs for printing, legal fees, bond fees etc. (See Instructions)	Column 2 Other Street Monies	Column 3 Street Debt
230---On Street Parking Only	\$596,385.00	\$0.00
Line H Totals	\$596,385.00	\$0.00



Form 517007 {5-2018}
Office of Local Systems
Ames, IA 50010

City Street Financial Report

Report Generated

9/21/2018 2:08 PM

Fiscal Year

2018

Sheet

4 of 13

City Name
AMES
City Number
155

Bonds, Notes and Loans Sheet

New Bond ?	Debt Type	Debt Purpose	DOT Use Only	Issue Date	Issue Amount	% Related to Street	Year Due	Principal Balance as of 7/1	Total Principal Paid	Total Interest Paid	Principal Roads	Interest Roads	Principal Balance as of 6/30
<input type="checkbox"/>	General Obligation	Street Improvements	101	06/30/2017	\$5,535,000	100	2028	\$4,931,614	\$636,643	\$180,612	\$636,643	\$180,612	\$4,294,971
<input checked="" type="checkbox"/>	General Obligation	Street Improvements	102	09/13/2017	\$6,985,000	100	2029	\$6,985,000	\$967,398	\$193,263	\$967,398	\$193,263	\$6,017,602
<input type="checkbox"/>	General Obligation	Paving & Construction	306	10/25/2011	\$6,605,000	100	2023	\$3,474,900	\$539,550	\$71,166	\$539,550	\$71,166	\$2,935,350
<input type="checkbox"/>	General Obligation	Paving & Construction	307	08/28/2012	\$5,703,653	100	2024	\$3,518,296	\$451,278	\$105,549	\$451,278	\$105,549	\$3,067,018
<input type="checkbox"/>	General Obligation	Paving & Construction	308	05/14/2013	\$6,025,000	100	2025	\$4,175,000	\$480,000	\$110,550	\$480,000	\$110,550	\$3,695,000
<input type="checkbox"/>	General Obligation	Paving & Construction	317	10/29/2009	\$11,165,000	100	2021	\$4,285,000	\$4,285,000	\$43,059	\$4,285,000	\$43,059	\$0
<input type="checkbox"/>	General Obligation	Paving & Construction	319	09/30/2010	\$6,079,000	100	2022	\$2,807,793	\$527,029	\$64,084	\$527,029	\$64,084	\$2,280,764
<input type="checkbox"/>	General Obligation	Paving & Construction	320	08/26/2014	\$7,255,000	100	2026	\$5,481,471	\$606,142	\$116,252	\$606,142	\$116,252	\$4,875,329
<input type="checkbox"/>	General Obligation	Paving & Construction	321	09/22/2015	\$9,374,325	100	2027	\$7,080,209	\$1,256,684	\$283,035	\$1,256,684	\$283,035	\$5,823,525
New Bond Totals					\$6,985,000	\$6,985,000	Totals	\$42,739,283	\$9,749,724	\$1,167,570	\$9,749,724	\$1,167,570	\$32,989,559



Form 517007 {5-2018}
Office of Local Systems
Ames, IA 50010

City Street Financial Report

Report Generated

9/21/2018 2:08 PM

Fiscal Year

2018

Sheet

5 of 13

City Name
AMES
City Number
155

Project Final Costs Sheet

For construction, reconstruction, and improvement projects with costs equal to or greater than 90% of the bid threshold in effect as the beginning of the fiscal year.

[Check here if there are no entities for this year](#)

Project Final Costs Sheet (Section A)

1. Project Number	2. Estimated Cost	3. Project Type	4. Public Letting?	5. Location/Project Description (limits, length, size of structure)
7510	\$53,200	MISC	Yes	2016-17 Accessibility Enhancement (24th St/Duff Ave. 11th St/Clark; Northwestern/McKinely Drive; Northwestern/Johnson Street)
5024	\$180,851	RDWY	Yes	2016-2017 Cemetery Lane Improvements
7723	\$104,458	SURF	Yes	2017-2018 Pavement Restoration Program Contract 2: Slurry Seal
8802	\$673,443	MISC	Yes	2013-14 Shared Use Path System Expansion (Skunk River Trail Ext, Phase 2 East Lincoln Way to South River Valey Park)
8194	\$167,770	RDSD	Yes	2015-16 Right of Way Restoration Project
8147	\$1,324,632	RDWY	Yes	2015-16 Arterial Street Pavement Improvements (13th Street from Furman Aquatic Center to Union Pacific Railroad)
8156	\$590,979	RDWY	Yes	2015-16 Downtown Street Pavement (Clark Avenue)
8862	\$222,362	MISC	Yes	2007-2008 Shared Use Path Expansion (Oakwood Rd)
8110/8461	\$1,897,383	RDWY	Yes	2016-2017 Asphalt Street Pavement Improvments & 2016-17 Water System Improvements Program #2 (Northwood Drive, Thompson Drive, Trail Ridge Road, Trail Ridge Circle, and Idaho Avenue)
8101	\$1,267,419	SURF	Yes	2015-16 & 2016-17 Seal Coat Street Pavement Improvements (E. 14th Street, Gable Lane, S. 2nd Street, S. Maple Avenue)
7572	\$907,263	TRAF	Yes	US. Highway 69 Improvements (S. Duff Safety and Access Project)

Project Final Costs Sheet (Section B)

1. Project Number	6. Contractor Name	7. Contract Price	8. Additions/Deductions	9. Labor	10. Equipment	11. Materials	12. Overhead	13. Total
7510	TK Concrete, Inc.	\$77,550	-\$1,429	\$0	\$0	\$0	\$0	\$76,121
5024	Manatt's	\$184,038	\$45,765	\$0	\$0	\$0	\$0	\$229,803
7723	Fort Dodge Asphalt Company	\$122,474	\$25,379	\$0	\$0	\$0	\$0	\$147,853
8802	Peterson Contractors, Inc.	\$673,443	\$20,160	\$0	\$0	\$0	\$0	\$693,603
8194	Green Tech	\$150,210	\$30,730	\$0	\$0	\$0	\$0	\$180,940
8147	Con-Struct, Inc.	\$1,324,632	\$21,221	\$0	\$0	\$0	\$0	\$1,345,853



Form 517007 {5-2018}
Office of Local Systems
Ames, IA 50010

City Street Financial Report

City Name
AMES
City Number
155

Report Generated
9/21/2018 2:08 PM
Fiscal Year
2018
Sheet
6 of 13

Project Final Costs Sheet (Section B)

1. Project Number	6. Contractor Name	7. Contract Price	8. Additions/ Deductions	9. Labor	10. Equipment	11. Materials	12. Overhead	13. Total
8156	Con-Struct, Inc.	\$669,612	-\$530	\$0	\$0	\$0	\$0	\$669,082
8862	Con-Struct, Inc.	\$203,989	\$14,045	\$0	\$0	\$0	\$0	\$218,034
8110/8461	Manatt's	\$1,767,447	\$4,169	\$0	\$0	\$0	\$0	\$1,771,616
8101	Manatt's	\$1,341,473	-\$45,536	\$0	\$0	\$0	\$0	\$1,295,937
7572	Con-Struct, Inc.	\$1,150,026	-\$81,556	\$0	\$0	\$0	\$0	\$1,068,470



Form 517007 {5-2018}
Office of Local Systems
Ames, IA 50010

City Street Financial Report

Report Generated

9/21/2018 2:08 PM

Fiscal Year

2018

Sheet

7 of 13

City Name
AMES
City Number
155

Road/Street Equipment Inventory Sheet

1. Local Class I.D. #	2. Model Year	3. Description	4. Purchase Cost	5. Lease Cost /Unit	6. Rental Cost /Unit	7. Used On Project this FY?	8. Status
566	2015	Ford F550 Truck	\$125,948	\$0	\$0	Yes	NOCH
596	2015	Zetor, proxima 120 Tractor	\$63,359	\$0	\$0	Yes	NOCH
532	2014	Ver-Mac PCMS-320 Message Board, Trailer Mounted	\$18,320	\$0	\$0	Yes	NOCH
573	2014	Ver-Mac PCMS-548, Message Board, Trailer Mounted	\$17,067	\$0	\$0	Yes	NOCH
609	2014	Ver-Mac PCMS-548, Message Board, Trailer Mounted	\$16,043	\$0	\$0	Yes	NOCH
610	2014	Ver-Mac PCMS-548, Message Board, Trailer Mounted	\$16,043	\$0	\$0	Yes	NOCH
702	2005	Chevrolet Blazer Utility Vehicle	\$21,392	\$0	\$0	Yes	NOCH
774	2005	ADDCO AD6200, Message Board, Trailer Mounted	\$15,845	\$0	\$0	Yes	NOCH
845	2006	Ford Explorer Utility Vehicle	\$22,225	\$0	\$0	Yes	NOCH
846	2006	Chevrolet Silverado 2500 Pickup Truck	\$26,400	\$0	\$0	Yes	NOCH
853	2008	Ford F150, Pickup truck	\$24,102	\$0	\$0	Yes	NOCH
873	2007	Ford F150, Pickup truck	\$25,082	\$0	\$0	Yes	NOCH
159	2010	Ford F150 Pickup	\$23,395	\$0	\$0	Yes	NOCH
326	2012	Chevrolet Colorado Pickup	\$20,638	\$0	\$0	Yes	NOCH
452	2001	Ford F450 Dump Truck	\$52,256	\$0	\$0	Yes	NOCH
474	2001	Ford Ranger Pickup	\$15,251	\$0	\$0	Yes	NOCH
500	2014	Kubota L4760 HSTC	\$41,120	\$0	\$0	Yes	NOCH
535	2003	Ford F350 Pickup Truck	\$30,707	\$0	\$0	Yes	NOCH
021	2009	Crafco SS125, tar heater, Trailer Mounted	\$29,413	\$0	\$0	Yes	NOCH



Form 517007 {5-2018}
Office of Local Systems
Ames, IA 50010

City Street Financial Report

City Name
AMES
City Number
155

Report Generated
9/21/2018 2:08 PM
Fiscal Year
2018
Sheet
8 of 13

Road/Street Equipment Inventory Sheet

1. Local Class I.D. #	2. Model Year	3. Description	4. Purchase Cost	5. Lease Cost	/Unit	6. Rental Cost	/Unit	7. Used On Project this FY?	8. Status
057	1993	Layton Paver, Asphalt	\$26,465	\$0		\$0		Yes	NOCH
064	2011	Ford F350, Pickup	\$26,543	\$0		\$0		Yes	NOCH
069	2011	International 7300, Dump Truck	\$119,718	\$0		\$0		Yes	NOCH
070	2011	International 7300, Dump Truck	\$116,718	\$0		\$0		Yes	NOCH
071	2011	International 7300, Dump Truck	\$116,643	\$0		\$0		Yes	NOCH
072	2011	International 7300, Dump Truck	\$116,689	\$0		\$0		Yes	NOCH
073	2011	International 7300, Dump Truck	\$116,602	\$0		\$0		Yes	NOCH
151	2010	Ford F150, pickup	\$24,237	\$0		\$0		Yes	NOCH
156	2010	Falcon P4D2RID, Asphalt Recycler	\$23,851	\$0		\$0		Yes	NOCH
178	1997	Kiefer ILU914T, Trailer	\$5,023	\$0		\$0		Yes	NOCH
382	2012	Ring-O-Matic 550-VACEX, Vacuum, Hydro, Trailer Mounted	\$54,618	\$0		\$0		Yes	NOCH
383	2012	Wanco WT5P55-L5AC, Arrow Board	\$5,103	\$0		\$0		Yes	NOCH
441	2002	Target Pro 35 III, Concrete Saw	\$8,930	\$0		\$0		Yes	NOCH
475	2000	Cronkhite Trailer, Flatbed, Tandem Axle	\$3,889	\$0		\$0		Yes	NOCH
522	2013	ODB LCT650, Leaf Vacuum, trailer mounted	\$27,354	\$0		\$0		Yes	NOCH
523	2013	ODB LCT650, Leaf Vacuum, trailer mounted	\$27,391	\$0		\$0		Yes	NOCH
567	2014	H&H TC 20, Trailer	\$7,682	\$0		\$0		Yes	NOCH
572	2014	Deere 544K, Wheel Loader	\$120,254	\$0		\$0		Yes	NOCH
601	2014	Bobcat M7017, Pavement Milling Machine, Hydraulic	\$14,343	\$0		\$0		Yes	NOCH
611	2002	Ingersoll Rand P185WJD, Air Compressor	\$11,496	\$0		\$0		Yes	NOCH



Form 517007 {5-2018}
Office of Local Systems
Ames, IA 50010

City Street Financial Report

Report Generated

9/21/2018 2:08 PM

Fiscal Year

2018

Sheet

9 of 13

City Name
AMES
City Number
155

Road/Street Equipment Inventory Sheet

1. Local Class I.D. #	2. Model Year	3. Description	4. Purchase Cost	5. Lease Cost	/Unit	6. Rental Cost	/Unit	7. Used On Project this FY?	8. Status
670	2002	Bobcat WS18, Wheel Saw	\$9,926	\$0		\$0		Yes	NOCH
700	2015	Bobcat S-770, Skid Steer	\$46,903	\$0		\$0		Yes	NOCH
720	2006	Wanco WTSP110, Arrow Board	\$5,709	\$0		\$0		Yes	NOCH
729	2003	Chevrolet Malibu, Car, sedan	\$11,800	\$0		\$0		Yes	NOCH
749	2005	International 7400, Tandem Dump Truck	\$91,257	\$0		\$0		Yes	NOCH
754	2005	Ford F250, Pickup	\$20,005	\$0		\$0		Yes	NOCH
755	2005	Ford F250, Pickup	\$17,965	\$0		\$0		Yes	NOCH
805	2005	MacLander Trailer, Falt Bed, Tandem Axle, 20TFBW (14)	\$6,057	\$0		\$0		Yes	NOCH
850	2006	Wanco WTSP110, Arrow Board	\$5,724	\$0		\$0		Yes	NOCH
866	2007	Dynapac CC102, Ashault Roller	\$28,200	\$0		\$0		Yes	NOCH
929	2013	Caterpillar CB22, Asphalt Roller	\$34,048	\$0		\$0		Yes	NOCH
931	2009	Freightliner M2106, Dump Truck	\$109,683	\$0		\$0		Yes	NOCH
932	2009	Freightliner M2106, Dump Truck	\$107,595	\$0		\$0		Yes	NOCH
933	2014	International 7300, Dump Truck	\$133,249	\$0		\$0		Yes	NOCH
968	2014	Felling FT-12IT, Trailer	\$6,215	\$0		\$0		Yes	NOCH
061	2011	Ford F350 Pickup Truck	\$37,493	\$0		\$0		Yes	NOCH
066	2010	Ford F350 Pickup Truck	\$45,507	\$0		\$0		Yes	NOCH
115	2010	Graco Paint Machine IV 5900	\$5,148	\$0		\$0		Yes	NOCH
116	2010	Graco Paint Machine 231-378	\$43,596	\$0		\$0		Yes	NOCH
117	2010	Graco Paint Machine IV 3900	\$4,219	\$0		\$0		Yes	NOCH



Form 517007 {5-2018}
Office of Local Systems
Ames, IA 50010

City Street Financial Report

Report Generated

9/21/2018 2:08 PM

Fiscal Year

2018

Sheet

10 of 13

City Name
AMES
City Number
155

Road/Street Equipment Inventory Sheet

1. Local Class I.D. #	2. Model Year	3. Description	4. Purchase Cost	5. Lease Cost	/Unit	6. Rental Cost	/Unit	7. Used On Project this FY?	8. Status
118	2010	Graco Paint Machine 262-004	\$4,258	\$0		\$0		Yes	NOCH
225	2012	Ford F350 Pickup Truck	\$102,488	\$0		\$0		Yes	NOCH
935	2012	Chevrolet, Colorado Pickup	\$21,835	\$0		\$0		Yes	NOCH
939	2008	Graco Paint Machine 262-004	\$4,351	\$0		\$0		Yes	NOCH
973	2013	Smith Concrete Grinding machine SPS10	\$4,118	\$0		\$0		Yes	NOCH
209	2011	Fair B4251, Snowcrete, Snow Blower	\$78,384	\$0		\$0		Yes	NOCH
304	1985	Fair 74251, Snowcrete, Snow Blower, 8-feet	\$32,000	\$0		\$0		Yes	NOCH
054	2009	IMAGO (ADDCO) Sign, Solar, Arrow Board, Trailer Mount	\$14,675	\$0		\$0		Yes	NOCH
161	2013	Honda EB3000CKA, Generator, portabl,e gas powered	\$1,578	\$0		\$0		Yes	NOCH
336	2012	Ford Expedition EL, Utility vehicle	\$47,801	\$0		\$0		Yes	NOCH
917	2016	Peterbilt 220, Johnson Street Sweeper	\$240,788	\$0		\$0		Yes	NOCH
934	2017	International 7300, Dump Truck	\$157,839	\$0		\$0		Yes	NOCH
967	2017	International 7300, Dump Truck	\$157,807	\$0		\$0		Yes	NOCH
1007	2016	RAM 5500 Dump Truck	\$68,862	\$0		\$0		Yes	NOCH
1050	2017	Ford F150 Pickup Truck	\$34,919	\$0		\$0		Yes	NOCH
1051	2016	Ford F150 Pickup	\$33,157	\$0		\$0		Yes	NOCH
1060	2016	Stanley Breaker MBX15	\$12,575	\$0		\$0		Yes	NOCH
1066	2016	Case 590SN Tractor Loader Backhoe	\$110,563	\$0		\$0		Yes	NOCH
1073	2016	Huskqvarna Concrete Saw FS5000D	\$22,595	\$0		\$0		Yes	NOCH
1089	2017	Caterpillar 430F2 Tractor Loader Backhoe	\$124,151	\$0		\$0		Yes	NOCH



Form 517007 {5-2018}
Office of Local Systems
Ames, IA 50010

City Street Financial Report

City Name
AMES
City Number
155

Report Generated
9/21/2018 2:08 PM
Fiscal Year
2018
Sheet
11 of 13

Road/Street Equipment Inventory Sheet

1. Local Class I.D. #	2. Model Year	3. Description	4. Purchase Cost	5. Lease Cost	/Unit	6. Rental Cost	/Unit	7. Used On Project this FY?	8. Status
1091	2017	Chevrolet Equinox Compact Crossover	\$23,263	\$0		\$0		Yes	NOCH
1092	2017	Ford Escape Compact SUV	\$20,043	\$0		\$0		Yes	NOCH
1093	2017	Ford F150 Crew cab 4x4 Pickup	\$33,898	\$0		\$0		Yes	NOCH
977	2018	International 7500 SFA 6X4	\$206,083	\$0		\$0		Yes	NEW
979	2018	International 7500 SFA 6X4	\$206,307	\$0		\$0		Yes	NEW
1148	2017	Ford F250, Pickup	\$28,954	\$0		\$0		Yes	NEW
1149	2018	Dodge Ram Pickup 2500 2WD	\$28,115	\$0		\$0		Yes	NEW
1174	2016	Motor Grader, Cat 12M3 (Dec 1, 2017 - March 31, 2018)	\$0	\$6,000	/Month	\$0		Yes	NEW
1175	2017	Loader Volvo L90 (Dec. 1, 2017 - March 31, 2018)	\$0	\$4,110	/Month	\$0		Yes	NEW



Form 517007 {5-2018}
Office of Local Systems
Ames, IA 50010

City Street Financial Report

City Name
AMES
City Number
155

Report Generated
9/21/2018 2:08 PM
Fiscal Year
2018
Sheet
12 of 13

Explanation Sheet

Comments



Form 517007 {5-2018}
Office of Local Systems
Ames, IA 50010

City Street Financial Report

City Name
AMES
City Number
155

Report Generated

9/21/2018 2:08 PM

Fiscal Year

2018

Sheet

13 of 13

Monthly Payment Sheet

Month	Road Use tax Payments
July	\$763,937.45
August	\$789,529.76
September	\$770,919.75
October	\$506,842.96
November	\$681,072.24
December	\$590,580.22
January	\$491,905.06
February	\$828,958.78
March	\$525,128.21
April	\$286,766.83
May	\$708,257.22
June	\$579,454.36
Totals	\$7,523,352.84

COUNCIL ACTION FORM

SUBJECT: MEMORANDUM OF UNDERSTANDING WITH IUOE LOCAL 234 FOR CYRIDE MECHANIC ASSISTANT WAGE INCREASE AND HIRING BONUS

BACKGROUND:

In July, the City Council approved a Memorandum of Understanding (MOU) with the International Union of Operating Engineers (IUOE) Local 234. This MOU allowed the City to offer a one-time hiring bonus during the recruitment to fill a vacant Mechanic Assistant position. CyRide has now conducted four recruitments to fill this vacancy since June, 2017, and has been unable to find a suitable candidate to hire.

The Mechanic Assistant is an important role to address routine maintenance issues on Transit vehicles, ensuring they are ready to provide service to the public. While this position is vacant, a greater burden is placed on the skilled CyRide Mechanics and other staff, reducing productivity and impacting the morale of the workgroup.

As it enters a fifth recruitment to fill this position, CyRide has proposed again offering a hiring bonus to the selected candidate. The bonus, which totals \$2,000, would be paid in installments at the first paycheck, at six months, and at 18 months. In a further effort to attract applicants, CyRide has also proposed an increase to the entry step wage rate for the position. The position currently earns \$20.57 hourly. CyRide has proposed increasing this entry wage by 3.8%, to \$21.35 hourly.

It should be noted that 12 years ago, the entry level wage for this position was frozen for one year as a budget reduction measure. The action to increase the wage now compensates for that freeze. The \$21.35 starting wage for this position aligns the pay with that of the comparable position in the City's Fleet Services Department.

CyRide has presented this proposal to the Transit Board of Trustees, which has approved it. Representatives of the IUOE have been consulted and the union has approved this MOU. With City Council approval, a recruitment will begin immediately to attempt to fill the position. The financial impact of the proposed changes is estimated to be \$3,200.

ALTERNATIVES:

1. Approve the attached Memorandum of Understanding with the International Union of Operating Engineers Local 234, which authorizes a hiring bonus and increase in Step A wages for the CyRide Mechanic Assistant classification.
2. Do not approve the attached Memorandum of Understanding.

CITY MANAGER'S RECOMMENDED ACTION:

The Mechanic Assistant position has been vacant for over a year due to an inability to attract qualified applicants. CyRide staff has studied the wages and incentives offered for comparable workers and has determined that offering an increased starting wage and a hiring bonus may increase the likelihood of successfully hiring a person to fill this role. CyRide staff has determined the financial impact of these incentives is minimal. Both the Transit Board of Trustees and the union have approved the MOU.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving attached Memorandum of Understanding with the International Union of Operating Engineers Local 234, which authorizes a hiring bonus and increase in Step A wages for the CyRide Mechanic Assistant classification.

**Memorandum of Understanding
City of Ames
And
International Union of Operating Engineers, Local 234
Blue Collar Unit**

September __, 2018

Addendum D of the July 1, 2016 through June 30, 2019 collective bargaining agreement between the parties contains the wage provisions through June 30, 2019. That addendum provides for Step A Mechanic Assistant (CyRide) to receive wages of \$20.57 per hour in 2018-2019. CyRide, the City's transit agency, has faced difficulty in recent months in attracting Mechanic Assistants to fill vacancies. In an effort to make employment as a Mechanic Assistant more attractive, the parties agree to increase the Step A Mechanic Assistant (CyRide) wage 3.8% above the previously agreed wage rate, to \$21.35 per hour, as of September 17, 2018.

This agreement does not affect the wages of other classifications or other steps within the Mechanic Assistant classification. Those wages will remain as previously agreed during the course of contract negotiations. The changes are detailed in the table below:

**Addendum D
Effective 8/17/19 – 6/30/19**

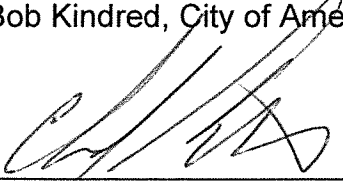
	<u>HTE</u>	<u>CLASS CODE</u>	<u>TITLE</u>	<u>STEP A (START)</u>		<u>STEP B (18 MOS)</u>		<u>STEP C (48 MOS)</u>	
				<u>Annual</u>	<u>Hourly</u>	<u>Annual</u>	<u>Hourly</u>	<u>Annual</u>	<u>Hourly</u>
Original	323	1322	Mechanic Assistant (CyRide)		20.57		24.27		28.53
Amended	323	1322	Mechanic Assistant (CyRide)		21.35		24.27		28.53

Additionally, the \$2,000 hiring bonus approved by the Transit Board of Trustees and the IUOE in June 2018 will be extended for the next Mechanics Assistant recruitment.

For the mutual benefit of the City of Ames and IUOE, both parties agree to incorporate the above-stated changes to the terms agreed to in the collective bargaining agreement effective September 17, 2018.

Bob Kindred, City of Ames

Date



Chad Carter, IUOE Local 234 (Blue Collar)

9/13/18

Date

COUNCIL ACTION FORM

SUBJECT: REQUEST FROM AMES COMMUNITY PRESCHOOL CENTER TO CARRY OVER FY 2017/18 ASSET FUNDS INTO FY 2018/19

BACKGROUND:

The City had an ASSET contract with Ames Community Preschool Center (ACPC) in the amount of \$91,200 for FY 2017/18. The funding was divided among three services: Infant Care, Children Care, and School Age Care. ACPC requested reimbursement for some of its funds in August and September 2017, but did not make any subsequent drawdown requests. At the conclusion of FY 2017/18, there remained a balance of \$54,257.22 in unclaimed funds for ACPC services.

FY 2017/18 Service	Allocation	Amount Drawn	Unclaimed Balance
Day Care - Infant	\$ 6,000	\$ 6,000.00	\$ 0.00
Day Care - Children	58,200	22,347.78	35,852.22
Day Care – School Age	27,000	8,595.00	18,405.00
TOTAL	\$91,200	\$36,942.78	\$54,257.22

The City has contracted with ACPC for \$97,768 in FY 2018/19 for the same three services. In March 2018, all ASSET agencies with an FY 2018/19 contract received a memo accompanying their draft contract reminding them of the July 10 deadline to draw their FY 2017/18 funds. In May 2018, the same reminder was again provided to ASSET agencies along with their signed copy of their FY 2018/19 contract.

In August, a routine review of unclaimed FY 2017/18 balances by staff showed the \$54,257 in unclaimed funds from ACPC, and staff notified ACPC of this balance. Staff should note that it is not unusual that an agency may leave a small amount unclaimed (seven of the twenty-four City-funded ASSET agencies left FY 2017/18 funds unclaimed). Normally staff does not reach out to agencies after the deadline to obtain clarification regarding why funds were not drawn down. ASSET volunteers typically inquire with agencies regarding the reasoning for the unclaimed funds during the next round of ASSET hearings. However, the amount of unclaimed funds from ACPC is substantially greater than typical, and staff felt a discussion with ACPC was warranted.

On September 11, 2018, the City Council referred a request from ACPC to carry over the unclaimed FY 2017/18 funds so they may be drawn down. ACPC staff reports that in September 2017, a new executive director began at ACPC, and the agency did not submit claim forms for the remainder of the fiscal year due to a miscommunication. Story County ASSET staff reports that ACPC was allocated \$16,000 for FY 2017/18 and

at the end of the fiscal year, \$3,683.12 in Children Daycare funds were not drawn down. United Way of Story County also funds ACPC, but it makes its payments on a monthly schedule and does not require a request from the agency in order to make payment. ACPC staff reports that it has put procedures into place to ensure drawdowns are not missed.

If the carry-over is approved, ACPC will be permitted to submit claims for services rendered in FY 2017/18 for which it did not request reimbursement from other funders. ACPC has documented for City staff that enough services were provided during that year to completely draw down the outstanding amount of \$54,257.22.

ALTERNATIVES:

1. Approve the request to carry over ACPC's unclaimed FY 2017/18 ASSET balance of \$54,257.22 into FY 2018/19, and authorize staff to reimburse services rendered in FY 2017/18 that have not yet been paid.
2. Do not approve the request.

MANAGER'S RECOMMENDED ACTION:

ACPC is reliant upon ASSET funding to subsidize the costs of its childcare program for area families who cannot afford the full cost of the services. It appears that the procedures for drawing down City funding were not clearly communicated internally at ACPC during the transition between leaders at the agency. ACPC has indicated it has learned from this situation and has put in place procedures to ensure it does not happen again. City staff will continue to provide reminders to agencies to complete their drawdowns in a timely manner.

The amount of funding ACPC stands to lose if a carry-over is not authorized is substantial. The loss of this funding would have a significant impact on ACPC's ability to provide its services. Additionally, childcare cost offset programs are listed as an example under the highest of the City's three ASSET priorities (Meet basic needs, with emphasis on low to moderate income). It should also be noted that even though the drawdowns were not made, ACPC continued to provide the services, and thus did not charge clients enough during this time to cover the full cost of the services.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the request to carry over ACPC's unclaimed FY 2017/18 ASSET balance of \$54,257.22 into FY 2018/19, and authorize staff to reimburse services rendered in FY 2017/18 that have not yet been paid.

Ames City Council Members,

In September of 2017, I took over for Sue Wuhs as the Executive Director of Ames Community Preschool Center (ACPC). During that time, there was a miscommunication and funding request forms for city ASSET money were not submitted. In total for FY 17/18 we have drawn down all funds allotted to Infant Day Care, \$35,852 of those funds allotted to Child Day Care remain, and \$18,405 of funds allotted towards School-Age Day Care remain unclaimed.

We would like to request that the remaining funds be transferred into FY 2018/19, so we may draw them down immediately rather than foregoing the receipt of those funds. Personally, I apologize for this oversight and assure you procedures have been put in place to ensure no such mistake happens again in the future. Conversations regarding these funds have already taken place with City staff and I would like to request that this matter be referred to staff at the earliest available opportunity.

Thank you,



Elizabeth Miner

Executive Director



ITEM: 12
DATE: 9/25/18

COUNCIL ACTION FORM

SUBJECT: NEIGHBORHOOD IMPROVEMENT PROJECT GRANT FOR 2018/19

BACKGROUND:

The City Council has appropriated Local Option Sales Tax funds to finance the Neighborhood Improvement Program (NIP). This year, \$50,000 was approved for neighborhood programs, with \$25,000 earmarked for the NIP and the remaining \$25,000 allocated for a broader array of neighborhood projects.

As you will recall, there are two main goals of the NIP: (1) to strengthen a neighborhood's appearance with the addition of permanent physical improvements, and (2) to promote a greater sense of community through resident participation in a neighborhood project.

Each project application is rated on the following 100-point system. A project must achieve at least 50 points to be considered:

Resident Involvement (30 points maximum):*

...the number of residents donating their time and/or labor to accomplish the project

...the number of residents donating funds to the project

*10 points 1-25 people; 20 points 26-50 people; 30 points over 50 people

Project Impact (30 points maximum):**

...the number of residents who will be positively affected by the improvement

**10 points 1-25 people; 20 points 26-100 people; 30 points over 100 people

Safety (10 points maximum):

...enhancement of safety in the neighborhood

Public Space (10 points maximum):

...promotion of social interaction by utilizing public space

Improved Housing (10 points maximum)

Environment (10 points maximum):

...support for the environment

An application has been received from the Spring Valley Neighborhood (Idaho Avenue, south of Utah Drive) for a Neighborhood Improvement Project Grant. The Review Panel, comprised of City staff members and two citizens, scored the application and unanimously recommended that the project be approved for funding.

The Neighborhood Improvement Project Review Panel is requesting approval by the City Council of the following project:

The residents of the southern end of the Spring Valley Neighborhood are proposing to remove stumps, plant one tree and two shrubs, lay sod, and plant perennial garden flowers around the sculpture (acquired through the Neighborhood Sculpture Program) in the 40-foot diameter circular area. The residents are hoping to make the area a focal point in the neighborhood and an area for neighbors to safely socialize. The neighbors are committed to maintaining the area by mowing, weeding, and watering the sod and plants.

The total cost of the project is \$2,020. Requested City funding is in the amount of \$1,010. The neighborhood residents are providing \$290 in cash contributions and \$720 in in-kind donations and labor.

ALTERNATIVES:

1. The City Council can approve the expenditure of \$1,010 to fund the NIP grant project for the Spring Valley Neighborhood (Idaho Avenue, south of Utah Drive) to remove stumps, plant one tree and two shrubs, lay sod, and plant perennial garden flowers around the sculpture (acquired through the Neighborhood Sculpture Program) in the 40-foot diameter circular area.
2. The City Council can reject the project for funding at this time.

MANAGER'S RECOMMENDED ACTION:

Supporting projects that strengthen neighborhoods is in keeping with one of the City Council's goals. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, thereby approving a Neighborhood Improvement Program grant for the Spring Valley Neighborhood (Idaho Avenue, south of Utah Drive).

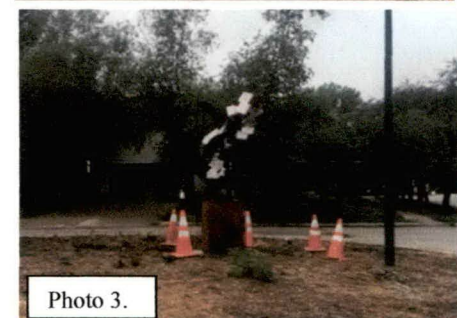
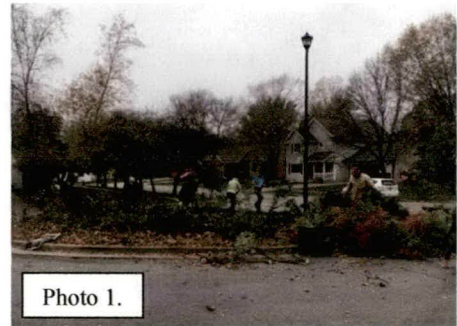
NEIGHBORHOOD IMPROVEMENT PROJECT GRANT APPLICATION

1. Describe the Improvement Project for which you are seeking City financial assistance.

The southern end of the Spring Valley Neighborhood (Idaho Avenue, south of Utah Drive) was developed and several homes built in 1988. The planners included 40-foot diameter circular areas in selected locations in the north/south streets of the neighborhood. The homeowners who lived around the circles voluntarily planted and maintained them. Over the course of thirty years, homes changed ownership and the original planting in the 900 block of Idaho Avenue area became extremely overgrown with vegetation that blocked the view across the street and made it difficult to see oncoming traffic and children riding bikes in the street. The shrubs had become so large that they were frequently damaged by the snowplow. The area was an “eyesore” with overgrown shrubs, volunteer trees, thistles and other weeds and created an undesirable habitat for wildlife such as rabbits.

In the fall of 2017, homeowners around the circle met and decided it was time to clean up the area and start over. We applied for, and received, a piece of art for the circle through the Ames Neighborhood Sculpture Program. In October, 2017, 11 neighbors spent two weekends with chainsaws, loppers, chipper machines, shovels and rakes and removed all of the overgrown shrubs and hauled the debris away prepare the area for the new sculpture (Photos 1 and 2). Work could not proceed on the circle until city workers identified the location, poured the concrete pad, and installed the sculpture. Throughout the spring and summer 2018, while waiting for the sculpture to be installed, neighbors sprayed the area to eliminate the weeds. The sculpture was installed on August 3, 2018 (Photo 3).

We are seeking assistance through an Ames Neighborhood Improvement Grant to complete the renovation of our circle: remove the stumps, prepare the soil, plant one tree, two shrubs, lay sod, and plant perennial garden flowers around the sculpture. Since the area is so prominent on Idaho Avenue, we would like it to become a focal point in the neighborhood and an area for neighbors to safely socialize. The neighbors are committed to maintaining the area by mowing, weeding, watering the sod and plants as needed.



Fall is an optimum time for planting trees, shrubs, herbaceous perennials and sod so the **desired completion of this project is October 15, 2018**, enabling the plants to become established before the ground freezes.

2. List the NAMES and ADDRESSES of those people who will benefit from this improvement.

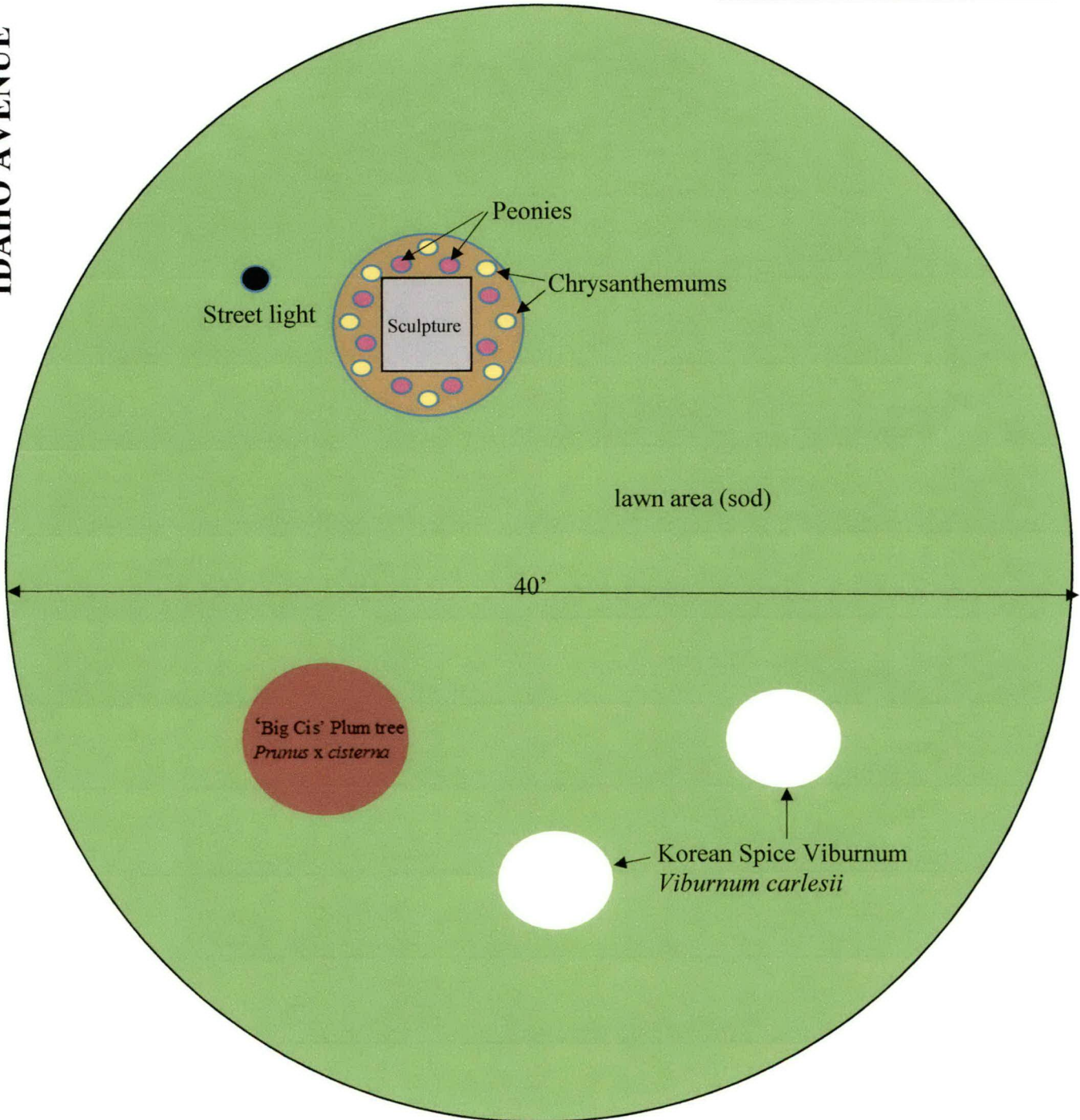
Neighbors in the immediate area around the circle:	
Tom and Betsy Moorman	914 Idaho Avenue
Randy and Linda Naeve	908 Idaho Avenue
Mark and Deborah Blaedel	900 Idaho Avenue
Rod and Ingrid Place	830 Idaho Avenue
Steve and Mary Hernstadt	909 Idaho Avenue
Andy and Jill Paullus (and children)	831 Idaho Avenue
Neighbors who can see and/or drive past the circle to reach their homes:	
Mike and Cathy Filmore	806 Idaho Avenue
K'Lynn Lynn	811 Idaho Avenue
Lou and Cosette Scallon	812 Idaho Avenue
Russ and Kathy Laczniak	818 Idaho Avenue
Fred and Linda Vogtlin	819 Idaho Avenue
New residents	824 Idaho Avenue
Karl and Jean Morz	825 Idaho Avenue
Tom and Louisa Eckhart(and children)	917 Idaho Avenue
Kevin and Diana McHenry (and children)	920 Idaho Avenue
New residents	926 Idaho Avenue
Kelly and Cappy Dobyns	4804 Utah Drive
Peter Orazem and Patty Cotter	4941 Utah Drive
Numerous other homeowners in Spring Valley and surrounding neighborhoods who walk and/or ride bikes past the circle.	

3. Proposed plan for the circle in the 900 block of Idaho Avenue

Scale: 1.75 inches = 10 feet



IDAHO AVENUE



4. **What is the total estimated cost of the proposed project?** (Refer to FORMS A and B on pages 5 and 6, respectively.)

Materials	\$ 990
Labor (includes in-kind and paid services)	\$1,030
Total	\$2,020

How much funding are you requesting from the City? \$1,010

How will you provide a "match" for the project? Cash \$290
In-kind \$720
TOTAL \$1,010

5. List names and addresses, with signatures, of those individuals who will contribute (in the form of cash donations, materials or volunteer work) towards this project. (Refer to FORM C on page 7.)

6. **Explain how the project will enhance safety in your neighborhood.**

By removing the overgrown vegetation, homeowners around the circle will have clear visibility of cars and bicycles on Idaho Avenue and those on the street can see if someone on the other side of the circle is backing out of their driveway.

7. **Explain how the project will promote the usage of public space as a gathering place for your neighbors.**

The circle is surrounded by seven homes. Residents on opposite sides of Idaho Avenue could not see each other due to the height and spread of the overgrown vegetation. When these residents informally met and socialized, they often did so in the street. By maintaining lower vegetation in the circle and a lawn area between the homes, neighbors are likely to congregate in this area rather than the street. Working together to improve and maintain the circle will continue to strengthen and increase communication among neighbors.

8. **Explain how the project improves housing in the neighborhood.** Not applicable to the focus of our project.

9. **Explain how the project will benefit the environment (if applicable).** Our project will not only improve the appearance of the neighborhood, it will making the area easier to maintain and reduce nesting sites for unwanted wildlife. It will also provide a better location for piling snow in the winter.

Applicant:

Name: Linda Naeve

Address: 908 Idaho Avenue
Ames, IA 50014

Home phone (cell): 515-231-3617

E-Mail: lnaeve@mchsi.com

Project Leader:

Name: Linda Naeve

Address: 908 Idaho Avenue
Ames, IA 50014

Home phone (cell): 515-231-3617

E-Mail: lnaeve@mchsi.com

Form A: Worksheet for itemized purchased materials and services

Description of Item	Quantity	Unit	Unit Price	Extended Cost
Materials				
Sod Shattuck Turf Farm (515-331-4900)	1,260	ft ²	.36	\$453
'Big Cis' Plum Tree	1		\$138	\$138
'Korean Spice' Viburnum	2		\$64	\$128
Assorted Chrysanthemum plants	8	Plants	\$10	\$80
Mulch	8	Bags	\$4.38	\$35
Fertilizer	1	12 lb bag	\$16	\$16
<i>Subtotal for purchased materials = \$850</i>				
Paid services (labor)				
Stump removal by Emma Jo's Tree Service Story City, IA (515-291-2164)	15	Stumps	(estimate)	\$375
Sod delivery				\$75
<i>Subtotal for purchased services = \$450</i>				
Cost of purchased materials and services				\$1,300

DONATED MATERIALS

Description of Item donated	Quantity	Unit	Unit Value	Extended Value
Peonies	8	Plants	\$10	\$80
Landscape Fabric	1	Roll	\$15	\$15
Landscape fabric pins	1	Bag	\$5	\$5
Water to establish plants and sod (estimate)	675	Cubic ft.	\$.059	\$40
TOTAL Cost of Materials donated (in-kind contributions)				\$140

Total Cost of materials and services for the project: \$1,440

Form B: Worksheet for calculating in-kind labor

Description	Neighbor Hours	\$ /hour	Extended Value
Design plan, organizing neighborhood work schedule, obtaining service estimates, budget & grant preparation, purchasing plants and supplies	18	x \$10	\$180
Soil preparation (raking, fertilizing, staking plant locations, etc)	8	x \$10	\$80
Laying landscape fabric, planting perennial flowers	4	x \$10	\$40
Tree and shrub planting	2	x \$10	\$20
Unloading sod, laying sod, clean up, spreading mulch	20	x \$10	\$200
Regular watering and maintenance until sod and plants are established	6	x 10	\$60
TOTAL In-Kind Labor			\$580

FORM C: List individuals who will contribute to your project.

Make copies of this form as needed.

Name	Address	Signature	Donation
Linda and Randy Naeve	908 Idaho Ave.	Linda Naeve	labor materials cash
Andy and Jill Paullus	831 Idaho Ave.	J Paullus	labor materials cash
Steele & Herrstadt MARK	909 IDAHO AVE	[Signature]	labor materials cash
MARK & DEBORAH BLAEDEL	900 IDAHO AVE	*	labor materials cash
Tom and Betsy Moorman	914 Idaho Ave	TB Moorman	labor materials cash
Peter Orszem Patricia Cotter	4941 Utah Drive	Peter Orszem	labor materials cash
Rod and Ingrid Place	830 Idaho Ave	*	labor materials cash
			labor materials cash
			labor materials cash

* on vacation, but verbally committed to the project.

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.

The selected pipeline 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 required land to be acquired. While not essential, staff is additionally working on a temporary construction easement on another parcel to facilitate construction of the pipeline.

During preliminary design, it was discovered that the access to the new well field and the existing city park is owned by the property owner across Stagecoach Road. City staff thought it prudent to determine if the City could purchase the parcel that the City has been historically using as an entrance. City staff approached the owners David Hade and Delores Jespersen and they indicated they would be willing to subdivide their parcel and sell the City the portion on the east side of the road. During further negotiations, the property owner asked for the City to acquire the entire portion under the road and would sell it at no additional cost.

With the assistance of the City's right of way agent, a compensation estimate was completed. This was done in lieu of a formal appraisal because of the small amount of land needed. The total amount of acres being purchased is 1.09 acres (0.2 acres land by fee title and 0.89 acres underlying fee title). **An offer of \$5,200 was proposed to the property owners and they have approved the purchase agreement.**

Previously on July 10, 2018, the Council approved the purchase of land for the third well of this new well field. No other permanent land acquisition is needed for the project to move forward. The temporary construction easement is still being finalized. Staff anticipates being ready for bidding later 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 1.09 acres from David Hade and Delores Jespersen in the amount of \$5,200 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. In lieu of purchasing the parcel, negotiate an access agreement with the property owners.

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. While this parcel has been used for years to access City park land, staff feels that the increased use due to construction and ongoing maintenance of the new wells warrants acquiring the property. Staff has made a good faith effort to negotiate with the property owner and has reached a mutually agreeable price for the land. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.



City of Ames, IA, Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community

Hade/Jespersen Parcel Acquisition



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

Date: 9/19/2018



NORTH

1 inch = 94 feet

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. 2 COUNTY Story
PROJECT North River Valley Well Site Project CITY Ames, IA

SELLER: David Hade and Delora Jespersen Hade, husband and wife, as joint tenants with full rights of survivorship and not as tenants in common

THIS AGREEMENT made and entered into this 8th day of September, 2018 by and between Seller and the **CITY OF AMES, IOWA**, Buyer.

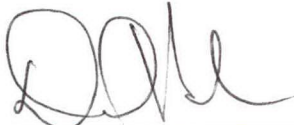
- 1a. SELLER AGREES to sell and furnish to Buyer a conveyance document, on form(s) furnished by Buyer, and Buyer agrees to buy the following real estate, hereinafter referred to as the premises, situated in parts of the following:
Part of Parcel "F" on the Plat of Survey of Robert L. Stumbo, Jr., Land Surveyor, that is dated June 28, 1999, and recorded in the office of the Story County Recorder on June 29, 1999, at 11:42 a.m. as Instrument Number 99-08598 and can be found in Slide 28 at pages 4 and 5 in said office of the records of Story County, Iowa,
County of Story, State of Iowa, and more particularly described on Pages 4-5, 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>5,200.00</u>	on possession and conveyance	<u>60 days after Buyer approval</u>
\$ <u>5,200.00</u>	TOTAL LUMP SUM	

<u>Breakdown</u>	<u>Ac./Sq.Ft.</u>	
Land by Fee Title	<u>0.20</u>	acres Fence: _____ rods woven
Underlying Fee Title	<u>0.89</u>	acres Fence: _____ rods barbed
Permanent Easement	_____	acres
Temporary Easement	_____	acres

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.

X 
David Hade

X 
Delora Jespersen Hade

2320 Stagecoach Rd.

Ames, IA 50010
(Mailing Address)

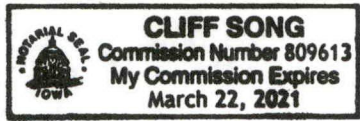
(NOTARY PUBLIC: PLEASE COMPLETE LEFT AND RIGHT SIDES)

SELLER'S ALL-PURPOSE ACKNOWLEDGMENT
STATE OF IOWA }
COUNTY OF STORY } ss:

On this 28th day of August, A.D. 2018, before me, the undersigned, a Notary Public in and for said State, personally appeared **David Hade and Delora Jespersen Hade, husband and wife,**

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.

 (Sign in Ink)
Signature of Notary Public



BUYER'S ACKNOWLEDGMENT

STATE OF IOWA,
COUNTY OF STORY, ss:

On this - day of -, 20-, before me, the undersigned, personally appeared John A. Haila, known to me to be the Mayor, and Diane Voss, known to me to be the City Clerk, of Buyer and who did say that said record was signed on behalf of Buyer by its authority duly recorded in its minutes, and said acknowledged the execution of said record, which signature appears hereon, to be the voluntary act and deed of Buyer and by it voluntarily executed.

Signature of Notary Public

BUYER'S APPROVAL

BY 
Recommended by: Ryan K. Gurwell, Project Manager

Date: 9/8/18

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)

ACQUISITION PLAT

Instrument #: 2017-01511

02/17/2017 01:01:09 PM Total Pages: 1

00 OTHER

Recording Fee: \$ 7.00
 Stacie Herridge, Recorder, Story County Iowa

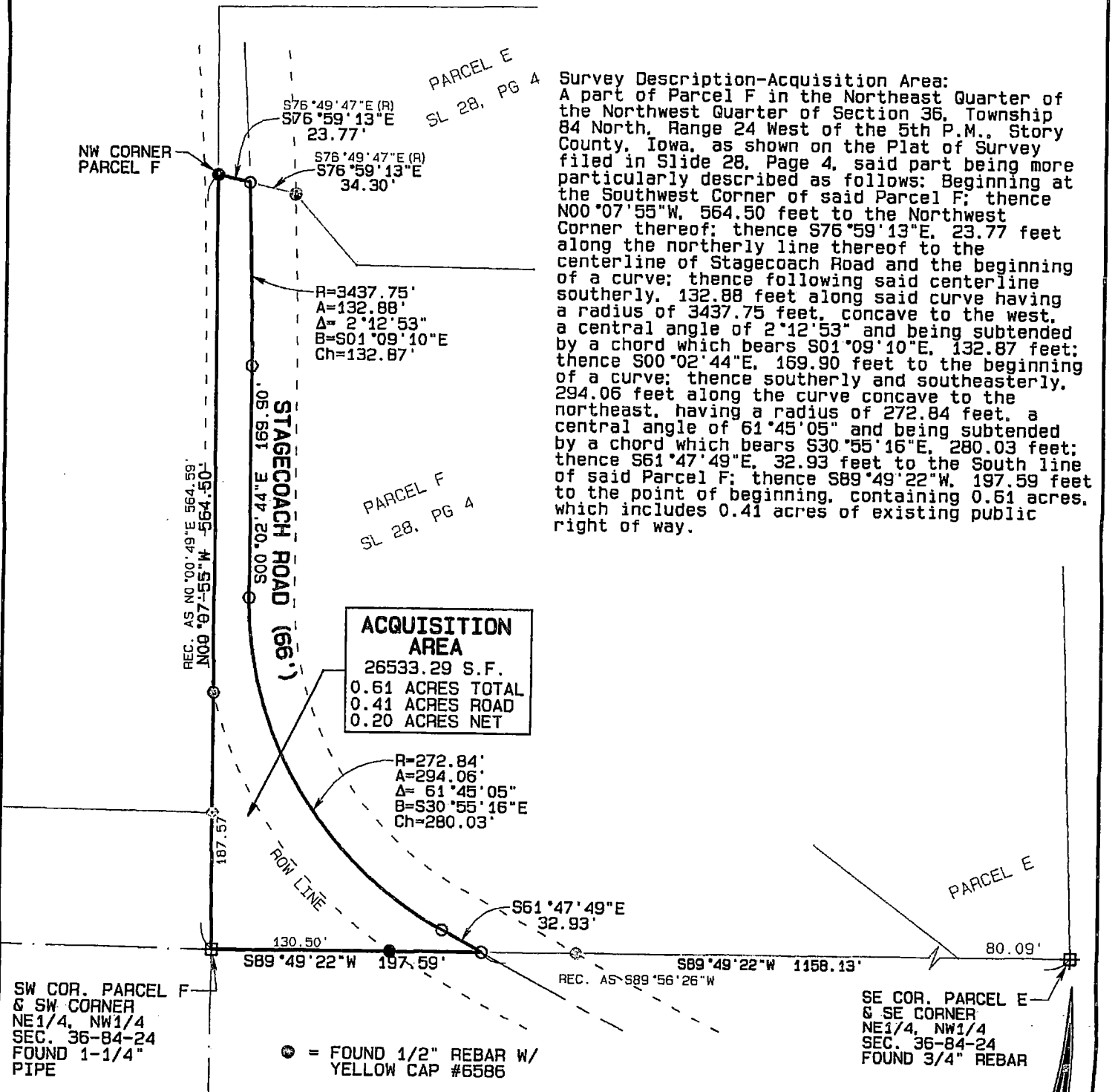


LOCATION: IN THE NE1/4, NW1/4, SEC. 36-84-24
 STORY COUNTY, IOWA

PROPRIETORS: DAVID HADE & DELORA JESPERSEN

REQUESTED BY: NEIL WEISS, CITY OF AMES
 FOR ACCESS TO PUBLIC INFRASTRUCTURE

SURVEYOR: R. BRADLEY STUMBO, PLS #17161
 STUMBO & ASSOCIATES LAND SURVEYING
 P.O. BOX 1664
 AMES, IA 50010
 515-233-3689



ACQUISITION PLAT

LOCATION: IN THE NE1/4, NW1/4, SEC. 36-84-24
STORY COUNTY, IOWA

PROPRIETORS: DAVID HADE & DELORA JESPERSEN

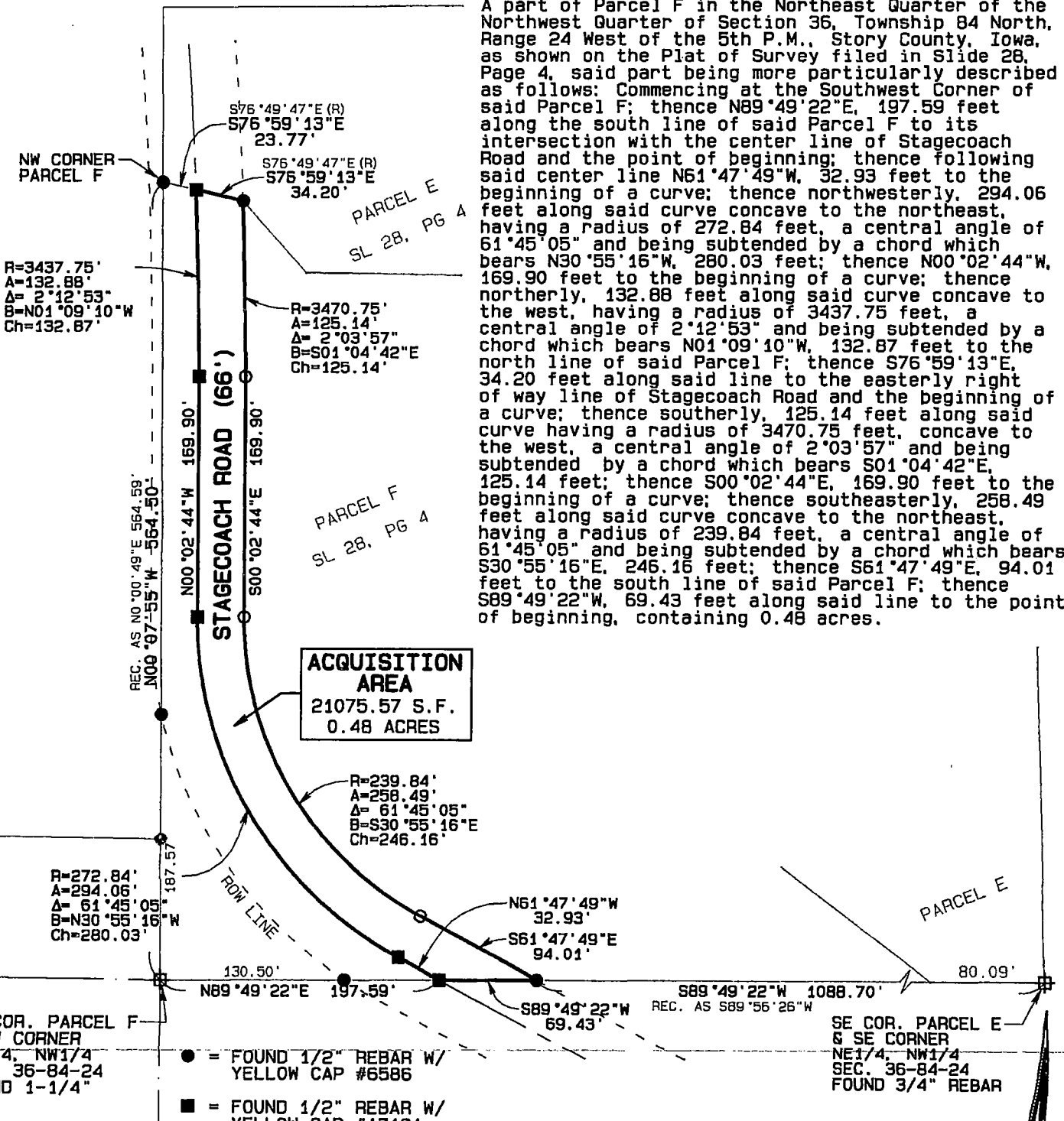
REQUESTED BY: NEIL WEISS, CITY OF AMES
FOR ACCESS TO PUBLIC INFRASTRUCTURE

SURVEYOR: R. BRADLEY STUMBO, PLS #17161
STUMBO & ASSOCIATES LAND SURVEYING
P.O. BOX 1664
AMES, IA 50010
515-233-3689

Instrument #: 2018-07008
08/01/2018 09:23:41 AM Total Pages: 1
SURV SURVEYS AND PLATS
Recording Fee: \$ 7.00
Stacie Herridge, Recorder, Story County Iowa

Slide 612 Page 4

Survey Description-Acquisition Area:
A part of Parcel F in the Northeast Quarter of the Northwest Quarter of Section 36, Township 84 North, Range 24 West of the 5th P.M., Story County, Iowa, as shown on the Plat of Survey filed in Slide 28, Page 4, said part being more particularly described as follows: Commencing at the Southwest Corner of said Parcel F; thence N89°49'22"E, 197.59 feet along the south line of said Parcel F to its intersection with the center line of Stagecoach Road and the point of beginning; thence following said center line N61°47'49"W, 32.93 feet to the beginning of a curve; thence northwesterly, 294.06 feet along said curve concave to the northeast, having a radius of 272.84 feet, a central angle of 61°45'05" and being subtended by a chord which bears N30°55'16"W, 280.03 feet; thence N00°02'44"W, 169.90 feet to the beginning of a curve; thence northerly, 132.88 feet along said curve concave to the west, having a radius of 3437.75 feet, a central angle of 2°12'53" and being subtended by a chord which bears N01°09'10"W, 132.87 feet to the north line of said Parcel F; thence S76°59'13"E, 34.20 feet along said line to the easterly right of way line of Stagecoach Road and the beginning of a curve; thence southerly, 125.14 feet along said curve having a radius of 3470.75 feet, concave to the west, a central angle of 2°03'57" and being subtended by a chord which bears S01°04'42"E, 125.14 feet; thence S00°02'44"E, 169.90 feet to the beginning of a curve; thence southeasterly, 258.49 feet along said curve concave to the northeast, having a radius of 239.84 feet, a central angle of 61°45'05" and being subtended by a chord which bears S30°55'16"E, 246.16 feet; thence S61°47'49"E, 94.01 feet to the south line of said Parcel F; thence S89°49'22"W, 69.43 feet along said line to the point of beginning, containing 0.48 acres.



ACQUISITION AREA
21075.57 S.F.
0.48 ACRES

SW COR. PARCEL F & SW CORNER
NE1/4, NW1/4
SEC. 36-84-24
FOUND 1-1/4" PIPE

SE COR. PARCEL E & SE CORNER
NE1/4, NW1/4
SEC. 36-84-24
FOUND 3/4" REBAR

- = FOUND 1/2" REBAR W/ YELLOW CAP #6586
- = FOUND 1/2" REBAR W/ YELLOW CAP #6586

COUNCIL ACTION FORM

SUBJECT: YOUTH AND SHELTER SERVICES USE OF MUNICIPAL LOT P

BACKGROUND:

In August of 2017, City Council approved a one-year lease extension with Youth and Shelter Services (YSS) for use of Municipal Lot P at 308 5th Street. Lot P was originally leased to YSS as part of the Development Agreement for renovation of the old City Hall at 420 Kellogg Avenue beginning in 1995. The last time the lease was renewed, YSS requested, and was granted, a lease rate of \$20/space/month. YSS felt that they have been performing routine lot maintenance that was equivalent to approximately \$15/space/month (as of July 1, 2018, the City charges \$50/month/space). It should be noted that the lease agreement requires this maintenance, which includes snow removal, be performed at the lessor's sole expense. The current lease agreement has expired as of August 31, 2018.

There appears to be at least three alternatives that could be applied to YSS for their use of Municipal Lot P; 1) convert the stalls to the standard reserved rate of \$50/month/space and have the City assume all maintenance responsibilities for Lot P, 2) install parking meters, which for parking lots would be set at 10-hour limits, at \$0.50/hour (consistent with the area meter rates) and with the City assuming all maintenance responsibilities for Lot P, 3) enter into a lease with YSS for \$35/month/space in recognition of that they will continue to perform routine maintenance of Lot P.

YSS provided a letter in support to maintain long-term use of the lot, requesting to stay at the lower rate of \$20/month/space due to the maintenance they perform throughout the year.

ALTERNATIVES:

1. Direct staff to draft and enter into a 3-year lease with YSS for the use of Municipal Lot P at the rental rate of \$35/month/space, acknowledging that YSS preforms routine maintenance on Lot P which includes snow removal.
2. Direct staff to draft and enter into a 3-year lease with YSS for the use of Municipal Lot P at the rental rate of \$20/month/space, acknowledging that YSS preforms routine maintenance on Lot P which includes snow removal. (YSS preferred action)
3. Direct staff to draft and enter into a 3-year lease with YSS for the use of Municipal Lot P at the standard rate of \$50/month/space with the City assuming responsibility for all maintenance of Lot P.

4. Direct staff to modify the official Parking Meter Map to reflect 10-hour metered parking in Municipal Lot P at the current rate of \$0.50/hour with the City assuming responsibility for all maintenance of Lot P.

This alternative would make Lot P available to the general public as well as YSS. The \$.50/hour rate would be consistent with the rates for other parking meters in the area.

MANAGER'S RECOMMENDED ACTION:

Assuming that the City Council would prefer to continue providing Lot P for the exclusive of YSS and acknowledge their costs for maintaining Lot P, it is the recommendation of the City Manager that the City Council adopt Alternative #1 thereby directing staff to draft and enter into a 3-year lease with YSS for the use of Municipal Lot P at the rental rate of \$35/month/space, acknowledging that YSS performs routine maintenance on Lot P which includes snow removal.

The recommended alternative will give credit to YSS for assuming maintenance responsibilities for Lot P, yet still generates additional revenue needed by the City for pavement replacement of our parking lots.

September 20, 2018



City of Ames
515 Clark Avenue
Ames, Iowa 50010

Re: City Parking Lot #P

City Council Members,

YSS began to rent parking spaces in Lot #P in 2007 for \$20 per space. Included in the rental agreement, YSS agreed to keep the lot cleared of snow in the winter and clean from litter year round. We have valued this agreement and have been conscientious in the maintenance of the lot.

YSS will be maintaining its presence in historic downtown as well as continuing the precedence of allowing community groups to utilize our building throughout the day and evening. Having access to this lot is instrumental for our employee and visitor activities; it is full on a daily basis.

YSS is grateful for the partnership with the City of Ames on multiple fronts. We're confident the partnership is mutually beneficial as we serve thousands of Ames residents each year. An increase of 150% would result in an additional \$5,400 in expenses for YSS annually. To help keep our expenses low and ensure our resources are spent on creating impact, we would request that you consider the nonprofit rate of \$20 per unit that we have been paying previously.

Thank you for your consideration of our request.

Respectfully,

Andrew Allen
President & CEO

COUNCIL ACTION FORM

SUBJECT: **OUTDOOR ICE RINK DONATION**

BACKGROUND:

Many years ago, the City maintained temporary outdoor ice rinks in multiple locations throughout the community. However, for the past several years only one outdoor ice rink was available to the public, in North River Valley Park. The Ames Minor Hockey Association (AMHA) maintained the ice. Although it was available for hockey and open skate, it was primarily used for hockey. Resident feedback indicated a desire for additional outdoor ice rinks, so in 2016, the City purchased a portable ice rink and placed it at Homewood Golf Course the past two winters. The rink in North River Valley Park was dismantled in 2017 to allow access to the low head dam to contractors without affecting traffic in the rest of the park.

Representatives from AMHA recently approached City staff about contacting the Iowa Wild regarding a potential donation of an outdoor rink for public use. The Wild has donated rinks in other central Iowa communities. Staff met with Iowa Wild and Wells Fargo representatives to discuss this possibility. Responsibilities for each entity were discussed and are outlined in Attachment A. The value of the donated materials is approximately \$8,000. In addition, Iowa Wild requested a hold harmless agreement, which is included as Attachment B. The City Attorney has reviewed the agreement and approved it.

The Council should note that acceptance of the rink donation requires the City to install the rink and maintain it, store the materials during the off season, and provide accessories such as benches and mats. The agreement also requires the installation of banners recognizing Iowa Wild and Wells Fargo. AMHA is willing to maintain the ice during the skating season.

Staff suggests this new rink and the existing rink formerly installed at Homewood should both be set up in South River Valley Park for this year. A more permanent location outside of the flood plain will be sought for the future. One rink would be designated for hockey and one for open skate.

ALTERNATIVES:

1. Accept the donation of the outdoor ice rink from Iowa Wild and Wells Fargo and approve the accompanying hold harmless agreement.
2. Do not approve the donation and accompanying agreement.

CITY MANAGER'S RECOMMENDED ACTION:

The addition of a second outdoor ice rink will allow one rink to be used for hockey and one for open skate. Since Iowa Wild and Wells Fargo are donating the rink, the City will not need to expend money up front to provide this amenity. Staff also feels it is reasonable to hang Iowa Wild and Wells Fargo banners on the rink to recognize their donation. In addition, AMHA is willing to assist in maintaining the ice which helps reduce staff time dedicated to this operation.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, thereby recommending the City Council accept the donation of the outdoor ice rink from Iowa Wild and Wells Fargo and approving the accompanying hold harmless agreement.

ATTACHMENT A

IOWA WILD & WELLS FARGO OUTDOOR ICE RINK

Expectations of Iowa Wild & Wells Fargo:

- Provide a 40' X 80' Iron Slek outdoor ice rink with boards (19" high on the sides; 42" on the ends)
- Provide Iowa Wild and Wells Fargo banners for hanging
- Provide Iowa Wild and Wells Fargo logos to be used on signage

Expectations of the City:

- The City would be responsible for all aspects of the rink (installation, management, etc.)
- Provide restrooms accessible to the public using this rink
- Free to the public
- Cannot reserve ice time
- Be available for free skate and stick & puck (if this rink is adjacent another rink, it is permissible for one rink be designated for free skate and the other one for stick & puck)
- Store rink materials during the off season
- Purchase a new liner each year
- Display an Iowa Wild and a Wells Fargo banner on the rink boards until the rink materials are no longer useable
- Provide rule signage which is to include Iowa Wild and Wells Fargo logos that are provided
- Post hours
- Provide a green sign to indicate rink is open and a red sign to indicate it is closed
- Flood the rink as needed (approximately two-three times per week)
- Provide benches and matting for skaters to walk on from bench to rink
- Provide a ramp to get over side boards that is ADA compliant (ramp is not needed on the ice side of boards)
- Set-up rink in October/November, weather permitting, and install liner prior to flooding
- Host ribbon cutting event in early December on a weekday (1:00-2:00 PM)
- Sign an agreement regarding the donation of this outdoor rink
- Provide hockey goals if desired

ATTACHMENT B

September 25, 2018

City of Ames
515 Clark Avenue
Ames, IA 50010

Per a mutual agreement between the parties, the City of Ames and/or its affiliates shall receive the Iron Sleek portable rink system measuring 3200 square feet in Rink size and 4500 square feet in Liner size from Iowa Wild Hockey Club, LLC ("IWHC") as a donation of goods. The City of Ames shall hold and save the IWHC harmless from and against any loss, damage, injury, or costs that the City of Ames may incur due to the City's use of the Iron Sleek portable rink system donated by the IWHC to the City. The City of Ames understand and agrees that the City shall be responsible for all service, maintenance or repairs associated with the portable rink system from the date of donation forward.

Please acknowledge your consent to the terms listed above and incorporated by reference by signing below.

Regards,

Todd Frederickson
President, Iowa Wild

Acknowledged and agreed to by:

City of Ames

By: _____

Its: _____

Date: _____

Accepted:

Iowa Wild

By:  _____

Its: President _____

Date: 9/5/18 _____

COUNCIL ACTION FORM

SUBJECT: REQUESTS FROM ISU HOMECOMING CENTRAL COMMITTEE FOR ISU HOMECOMING EVENTS

BACKGROUND:

From October 26-27, the Homecoming Central Committee at Iowa State University is again planning to host its annual Homecoming activities. The events this year include the traditional ExCYtement in the Streets lawn displays and mass campaniling on Friday, October 26. Earlier this year, the City Council approved the downtown Homecoming parade as a kickoff to the activities, to be held Sunday, October 21.

ExCYtement in the Streets consists of two activities on Friday, October 26th: the Greek System lawn displays and fireworks on Central Campus in conjunction with Campaniling. The lawn displays will be exhibited between approximately 8:00 p.m. and 10:00 p.m. To facilitate this event, organizers are asking the City Council to approve the following requests:

- Closure of Sunset Drive from Ash Avenue to just west of the intersection with Beach Avenue
- Closure of Ash Avenue from Gable Lane to Knapp Street (Knapp and Gable will remain open)
- Closure of Gray Avenue from its intersection with Gable Lane to Greeley Street
- Closure of Pearson Avenue between Greeley Street and Sunset Drive
- Temporary Obstruction Permit for the closed areas as well as the Greek Triangle.

Streets will be closed at approximately 5:00 p.m. and will be reopened by 11:00 p.m. On-street parking will also be prohibited on these streets from 5:00 p.m. on Thursday, October 25, to 11:00 p.m. on Friday, October 26.

Public Works will provide the barricades necessary for the street closures along with "No Parking" signs. Organizers will be responsible for staffing the barricades while they are in place. Organizers have indicated they will notify affected non-Greek residents by going door-to-door with information. A letter of support from the Campustown Action Association is attached.

Organizers also plan to hold the annual fireworks display on Central Campus as part of mass Campaniling. Therefore, a fireworks permit is requested for a ground effects fireworks display on Central Campus to begin at midnight (12:00 a.m.) on Friday night, October 26th.

In the past four years, concerns regarding noise from the fireworks component of this event were raised during the City Council discussion and approval. However, the City Council has continued to approve this component of the event as planned. Event organizers have been made aware of the concerns regarding noise from fireworks and wish to proceed with conducting the fireworks shoot at midnight in the same manner as previous years.

Organizers have informed City staff that they are working with the on-campus Veterans Center to communicate in advance with students who may be distressed by the noise from fireworks. Organizers have also reported they will notify the SCAN neighborhood association about the fireworks display.

ALTERNATIVES:

1. Approve the requests from the Homecoming Central Committee for street and parking closures and a Temporary Obstruction Permit on Friday, October 26th, and a Fireworks Permit for Central Campus at midnight on Friday night, October 26th
2. Deny the requests.

MANAGER'S RECOMMENDED ACTION:

The Homecoming Central Committee has a long track record of successfully hosting lawn displays as part of ExCYtement in the Streets. The Homecoming Central Committee has indicated a desire to continue conducting a fireworks shoot on Central Campus at midnight as part of the celebration. Staff has informed the organizers that concerns exist regarding the noise from the fireworks and the effect on the surrounding neighborhood. However, the organizers wish to proceed with a midnight fireworks display. The City Council has been supportive of the fireworks display in the past and has given City staff no formal direction regarding the fireworks. City staff, therefore, assumes that the City Council continues to be supportive of the fireworks display.

Assuming the City Council continues to support the midnight fireworks display, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the requests from the Homecoming Central Committee for street and parking closures and a Temporary Obstruction Permit on Friday, October 26th, and a Fireworks Permit for Central Campus at midnight on Friday night, October 26th



campustown
action
association

Campustown Action Association
119 Stanton Ave, Suite 602
Ames, IA 50014

September 12, 2018

CAA is supportive of the ExCYtement in the Streets event planned for Friday, October 26, 2018. The Homecoming group is making a concerted effort to inform the affected neighborhoods of the extra noise, street closures and to keep any inconvenience to Ames residents at a minimum. We will be assisting them in this process through our contacts with the property management companies as well as the nearby Neighborhood Associations. We love the energy of Iowa State Homecoming and know the committee is invested in hosting another successful series of events. I think Homecoming week can be a great example of the entire Ames community working together.

Sincerely,

Karin Chitty
Executive Director

City of Ames Fireworks Permit Application



CITY OF AMES, IOWA
APPLICATION FOR PERMIT TO DISPLAY FIREWORKS

(The outdoor use or exploding of "fireworks," as that term is defined by the Code of Iowa, is prohibited except when done in accordance with a permit authorized by the City Council.)

Name of Event: Iowa State University - 2018 Football Season
Name of Organization Sponsoring Event: Iowa State University - Athletics Marketing
Address of Organization: Intercollegiate Athletics Marketing Office, Jacobson Athletic Bldg., Ames, IA 50011
Name of Applicant: Mary Pink - Associate Athletics Director
Telephone: 515.284.1534 E-mail address: mpink@iastate.edu
Organization's On-site Manager/Contact for Day of Display: Mary Pink
Contact's Cell Phone Number on Day of Display: 515.231.4286
Date & Time of Event: See Attached Rain Date(s) & Time: N/A
Exact Location of shoot/display: Jack Trice Stadium - See Attached Aerial View
[] Attach diagram of display location.
Size of shells and/or type of display: See Attached
[] Attach effects list or schedule.
Name of Display Operator/Responsible Shooter: Kelm Brueschke
(This person is to be present on the day of the event.)
[] Attach a resume showing pyrotechnic certification or qualifications of this person.
Shooter's Work-week Phone: 515.321.2761 Cell Phone (for day of display): 515.321.2761
Name of Insurance Company: Britton Gallagher - Everest Indemnity Ins. Co.

See below for detailed information about insurance requirements.

Display sites are subject to examination by the City Fire Inspector or his/her designee. The Ames Fire Department has authority to cancel/postpone any display if it is determined that there are safety concerns.

Signature of Applicant: [Signature] Date: 8/10/18
Signature of Display Operator: [Signature] Date: July 31st, 2018

City of Ames Insurance Requirements:

- Comprehensive General Liability limits in the amount of \$1,000,000 combined single limit and Excess Liability limits in the amount of \$5,000,000. Coverage shall be at least as broad as the ISO Form Number CG0001 covering commercial general liability written on an occurrence basis only.
Applicant and/or Sponsor must be named as certificate holder(s).
The City of Ames, its officers and employees must be named as additional insured.
A copy of the current insurance certificate must be filed with the City Clerk.

COUNCIL ACTION FORM

SUBJECT: REQUESTS FROM BOYS AND GIRLS CLUBS OF STORY COUNTY FOR OVER THE EDGE

BACKGROUND:

Boys and Girls Clubs of Story County is planning to host its second annual Over the Edge fundraising event on Friday, October 12. The event consists of participants rappelling down The Edge apartment building on Chamberlain Street in Campustown. Organizers also propose hosting food trucks, music, and games as part of the festivities taking place along the 200 block of Chamberlain from 8:00 a.m. to 5:00 p.m.

Although all aspects of this event will occur on private property, organizers are requesting the closure of 33 metered parking spaces in Parking Lot Z from 8:00 a.m. to 6:00 p.m. on Friday, October 12, including a waiver of fees and enforcement (\$165 loss to Parking Fund). These spaces will be used for residents of the Edge apartment building who will be displaced from their usual parking lot for the event. Reserved parking spaces in Lot Z will be unaffected.

Chamberlain Street will remain open to traffic. Organizers have communicated to staff that the technical and safety aspects of the event would be managed by the Over the Edge company, and the Fire and Police Departments have reviewed their safety planning. Organizers have also indicated they will notify affected residents and businesses by going door-to-door with information. A letter of support from the Campustown Action Association is attached.

ALTERNATIVES:

1. Approve the request from the Boys and Girls Clubs of Story County to close 33 metered parking spaces from 8:00 a.m. to 6:00 p.m. on Friday, October 12 and do not require reimbursement for lost parking meter revenue.
2. Approve the request, but require reimbursement for lost parking meter revenue.
3. Do not approve the request.

MANAGER'S RECOMMENDED ACTION:

The Over the Edge event was successfully held last year. In addition to being a fundraising event benefiting the Boys and Girls Clubs of Story County, the event will

bring visitors to the Campustown District. This event supports the City Council's goal to strengthen the Campustown.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the request from the Boys and Girls Clubs of Story County to close 33 metered parking spaces from 8:00 a.m. to 6:00 p.m. on Friday, October 12 and do not require reimbursement for lost parking meter revenue.



**BOYS & GIRLS CLUBS
OF STORY COUNTY**

210 South Fifth Street | Ames, Iowa 50010 | 515.233.1872 | www.bgcsstorycounty.org | theclub@bgcsstorycounty.org

August 28, 2018

Dear Mayor Haila and City Council Members,

Boys & Girls Clubs of Story County is requesting a waiver of fees for the closure of metered spaces in lot Z all day for our 2018 Over the Edge event on Friday, October 12 from 8 a.m. to 6 p.m. The event will take place on The Edge, 2311 Chamberlin St., and St. John's Episcopal Church's, 2338 Lincoln Way, on their private property.

With gratitude,

Ali Sauer
Development Coordinator

Board of Directors

Kim Behrendt,
President

John Jennett,
Vice President

Raymond Riple,
Treasurer

Ambor Christian,
Secretary

Heather Bolino,
Past President

Chris Betts
Michelle Cassabour
Marty Chitty
Matt Converse
Lloyd Flanders
Andrea Hammes Dodge
Anthony Jones
Andrew Murdoch
Jason Reckhammer
Brian Torresi

Chief Executive Officer
Erika Peterson

Partnered with:





campustown
action
association

Campustown Action Association
119 Stanton Ave, Suite 602
Ames, IA 50014

August 28, 2018

I am writing to you today in regards to the Over the Edge event being planned by the Boys & Girls Club of Story County. This is a very fun way to raise money for a great cause and CAA is thrilled to have it occurring in the Campustown District. In addition to having one of our board members participate in the rappelling, I am serving on the event planning committee. The OTE committee has been hard at work addressing any concerns from last year, planning and organizing the activities we'll be providing and is determined to make this year's event even better than last year. CAA is also assisting with the notification of business owners in the area. There will not be a street closure, but we will make sure that neighbors are aware of day-of-event parking logistics and potential for increased traffic and activity. Several CAA representatives will be present during the event. We are supportive of this event and appreciate the visitors it will bring to Campustown.


Karin Chitty
Executive Director

COUNCIL ACTION FORM

SUBJECT: ELECTRIC SERVICES SCAFFOLDING AND RELATED SERVICES AND SUPPLY CONTRACT

BACKGROUND:

This contract is for a contractor to provide and install scaffolding, bracing and fall protection as needed at the City's Power Plant. This would be the first of five possible renewal years. **Even though the City has the ability to renew the contract with All American Scaffold for these services, staff recommends that the existing contract not be renewed.** When staff bid this service a year ago, the City only received two bids. The winning bidder had escalations for labor and travel at 3-5%. Staff will be modifying the bid specifications to remove some unnecessary requirements which is expected to yield more competitive bids.

The approved FY2018/19 Power Plant operating budget includes \$70,000 for this contract. Invoices will be based on contract rates for time and materials for services actually received.

ALTERNATIVES:

1. Approve preliminary plans and specifications for the Scaffolding and Related Services and Supplies for Power Plant, and set October 24, 2018 as the due date for bids and November 13, 2018 as the date of public hearing and award of contract.
2. Direct staff to renew the contract with the existing contractor.
3. Purchase scaffolding services on an as-needed basis.

MANAGER'S RECOMMENDED ACTION:

Emergency and routine scaffolding services are needed at the Power Plant. Rebidding these services now will hopefully secure more competitive bids for these services. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1 as stated above.

COUNCIL ACTION FORM

**SUBJECT: 2018/19 SANITARY SEWER REHABILITATION PROGRAM
 (WILSON AVENUE AND 15TH STREET)**

BACKGROUND:

This is the annual program for rehabilitation/reconstruction of deficient sanitary sewers and deteriorated manholes at various locations throughout the city. The goal of this program is to identify and remove major sources of inflow/infiltration (I&I) as a means of lowering the peak wet weather flow at the treatment plant. Most of the work can be bundled into a construction package for cost efficiency.

In 2012 the City began a Sanitary Sewer System Evaluation that included a comprehensive and systematic evaluation for identifying the defects that could contribute inflow & infiltration across the entire City-wide sanitary sewer system. Current and future CIP projects for the sanitary sewer system are based on the results of this evaluation. Work includes rehabilitation such as the lining of existing mains or spray lining of existing structures, as well as complete removal and replacement of structures and sanitary sewer mains. These projects were shown in the CIP beginning in FY 2014/15. Funding comes from the State Revolving Fund (SRF), and Sewer Utility Fund. Repayment of the SRF loans will be from revenues generated in the Sanitary Sewer Fund.

This is the fourth rehabilitation project, which should have an immediate impact in removing inflow & infiltration (I&I) from older, deteriorated sewer mains and manholes. By eliminating this I&I, the sanitary sewer system will regain some capacity. Items of work in the contract include point repairs and cured-in-place lining of the existing mains. These rehabilitation methods minimize the impact to residents and will reduce the amount of clean water that enters the system, thus reducing the amount of water needing treatment at the plant.

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

	Available Revenue	Estimated Expenses
State Revolving Fund	\$ 3,570,000	
Sewer Utility Fund	\$ 250,000	
2018/19 Sanitary Sewer Rehab (Wilson and 15 th) (Engineer's Est.)		\$ 2,800,000
Engineering/Administration (Est.)		\$ 560,000
	\$ 3,820,000	\$ 3,360,000

ALTERNATIVES:

1. Approve the preliminary plans and specifications for the 2018/19 Sanitary Sewer Rehabilitation Program (Wilson and 15th), establish October 31, 2018 as the date of letting, and November 13, 2018 as the date to report the bids.
2. Direct staff to revise the project.

MANAGER'S RECOMMENDED ACTION:

This project represents City Council's commitment to improve the sanitary sewer system. This is the fourth of several large projects that will have an immediate impact by removing Inflow & Infiltration to regain valuable capacity in the City's existing sanitary sewer mains.

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

COUNCIL ACTION FORM

SUBJECT: AWARD OF CONTRACT FOR 69kV SF6 CIRCUIT BREAKERS FOR HABER ROAD SUBSTATION

BACKGROUND:

This bid is for the purchase of two 69kV SF6 circuit breakers for the Haber Road Substation. These circuit breakers will be used to replace existing circuit breakers at Haber Road Substation that are now obsolete and are requiring a high level of maintenance.

On September 4, 2018, bid documents were issued to twenty-two companies. The bid was advertised on the Current Bid Opportunities section of the Purchasing webpage, and was also sent to five plan rooms. On September 18, 2018, three bids were received as shown on the attached report.

The lowest bid from WESCO is low by \$526.76 (a cost difference of 0.7% as compared to the second lowest bid by Alstom). The manufacturer of the breakers that they are offering is ABB. Based on the cabinet orientation of the ABB vs the Alstom Breakers, however, there would be additional labor and material cost to install the ABB versus the Alstom breakers at the Haber Road Substation where these breakers will be used. The side-cabinet orientation of the Alstom Breakers greatly facilitates the breaker replacements and will reduce both the cost and duration of the installation using the Alstom Breakers.

Due to the insignificant cost difference between these two lowest bids, staff has concluded that it would be in the City's best interest to award the contract to the second lowest bid submitted by Alstom Grid LLC, Charleroi, PA in the amount of \$75,030.00 (inclusive of Iowa sales tax).

The approved FY 2018/19 Operating Budget includes \$150,000 to purchase these breakers.

ALTERNATIVES:

1. Award a contract to second low bid submitted by Alstom Grid LLC, Charleroi, PA, for the 69kV SF6 Circuit Breakers for Haber Road Substation in the amount of \$75,030.00 (inclusive of Iowa sales tax).
2. Award a contract to low bid submitted by WESCO Distribution, Inc., Des Moines, IA, for the 69kV SF6 Circuit Breakers for Haber Road Substation in the amount of \$74,503.24 (inclusive of Iowa sales tax).

3. Reject all bids and delay the purchase of these circuit breakers.

MANAGER'S RECOMMENDED ACTION:

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



INVITATION TO BID NO. 2019-021 FURNISHING 69KV SF6 CIRCUIT BREAKERS FOR HABER ROAD SUBSTATION

DESCRIPTION	WESCO Distribution, Inc. Des Moines, IA			Alstom Grid LLC Charleroi, PA			Siemens Industry, Inc. Richland, MS		
	QTY	UNIT PRICE	TOTAL	QTY	UNIT PRICE	TOTAL	QTY	UNIT PRICE	TOTAL
69kV SF6 Circuit Breakers	2	\$34,814.60	\$69,629.20	2	\$34,500.00	\$69,000.00	2	\$36,440.00	\$72,880.00
Subtotal:		\$69,629.20			\$69,000.00			\$72,880.00	
Sales or Use Tax (7%):		\$4,874.04			\$4,830.00			\$5,101.60	
Non-Taxable Freight		\$0.00			\$1,200.00			\$0.00	
OVERALL		\$74,503.24			\$75,030.00			\$77,981.60	



MEMO

Item # 21 & 22

To: Mayor and Members of the City Council

From: City Clerk's Office

Date: September 25, 2018

Subject: Contract and Bond Approval

There is/are no Council Action Form(s) for Item No(s). 21 and 22. Council approval of the contract and bond for this/these project(s) is simply fulfilling a *State Code* requirement.

/alc

COUNCIL ACTION FORM

**SUBJECT: CHANGE ORDER – WATER POLLUTION CONTROL FACILITY
STRUCTURAL REHABILITATION PROJECT PHASE 2**

BACKGROUND:

On June 12, 2018 the City Council awarded a construction contract to Minturn, Inc. of Brooklyn, Iowa for structural improvements to the Water Pollution Control Facility (WPCF) in the amount of \$558,600.

As construction has progressed, several items have been identified that need to be addressed and would result in a change to the contract. One previous change has been authorized by the Department Head in accordance with the City's Purchasing Policies, for an increase of \$22,230.

An additional change order is now needed. Below is a breakdown of what is included in Change Order 2.

Repair Two Existing Valve Cans

During the demolition and placement of new concrete sidewalks on site, two valve cans were found that were damaged beyond repair. The contractor replaced the damaged valve cans with new. **The total cost of this item is \$730.**

Storm Drain Revisions

Drain basins require upsizing from original design to accommodate the existing roof drains on site. **The total cost for this item is \$790.**

River Rock Surfacing

Additional river rock to be added around the Primary Clarifiers in areas of poor site drainage. **The total cost for this item is \$3,350.**

Trickling Filter Revisions

Additional repairs to the structure to minimize future concrete deterioration related to water damage (freeze/thaw). The repairs include the following:

1. Replace missing grout below tees and beyond shims (\$4,090.00)
2. Install waterstop in horizontal and vertical joints behind new concrete fillets (\$22,310)
3. Remove and replace sealant on interior of trickling filter parapet walls (\$5,530)

The total cost for this item is \$31,930.

The total cost for the change order is \$36,800. The costs for each of the items have been reviewed by staff and HDR Engineering and determined to be reasonable. The summary of change orders for the project is shown below. A copy of the change order and documentation is attached.

Original Contract Amount		\$558,600
Change Order 1		
Trickling Filter – Concrete Fillet Repair	5,280	
Trickling Filter – Precast Tee Bearing Repair	6,090	
Trickling Filter – Precast Connection Repair	1,980	
Trickling Filter – Masonry Column Repair	8,880	
		\$22,230
Change Order 2		
Valve Can Replacement	730	
Drain Revisions	790	
River Rock Surfacing	3,350	
Trickling Filter – Replace Grout at Tees/Shims	4,090	
Trickling Filter – Install Waterstop (Horz. Joint)	22,310	
Trickling Filter - Remove/Replace Interior Joints	5,530	
		\$36,800
Revised Contract Amount		\$617,630

The revised project budget is as follows.

Expenses	
Engineering	\$ 148,107
Original Contract	\$ 558,600
Change Order #1	\$ 22,230
Change Order #2 (This action)	\$ 36,800
<u>Total Encumbered Expenses</u>	<u>\$ 765,737</u>
Authorized Funding (FY 18/19 CIP, pg. 66)	\$ 1,113,000
Remaining Balance (after this Change Order)	\$347,263

ALTERNATIVES:

1. Approve Change Order Number 2 in the amount of \$36,800 to Minturn, Inc. of Brooklyn, Iowa.
2. Do not approve the change order at this time.

MANAGER'S RECOMMENDED ACTION:

Additional work that was not included in the original scope of the construction contract has been identified. The changes proposed are to improve the expected life and function of various structures at the Water Pollution Control Facility. The consulting engineers, City staff, and Minturn have worked together to come up with reasonable, cost effective recommendations. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative 1 as described above.



CHANGE ORDER NO. 2	
CONTRACT / BID NO:	2018-163
PURCHASE ORDER NO:	55717



September, 2018

Project:	Ames Water Pollution Control Facility Structural Rehabilitation Phase 2
-----------------	--

Contractor Name:	Minturn, Inc.	Change Orders Approved to Date:			
Address:	144 W. Front St.	1	\$22,230.00	3	
City, State, & Zip Code:	Brooklyn, IA 52211	2		4	


ACTION	DESCRIPTION	COST
1	Repair Two Existing Valve Cans (Area B)	\$730.00
2	Nyloplast Drain Revisions	\$790.00
3	Additional River Rock Surfacing	\$3,350.00
4	Trickling Filter Revisions – Additional to repairs described in the drawings to minimize future water damage to the structure. 1. Replace missing grout below tees and beyond shims (\$4,090.00) 2. Install waterstop in horizontal and vertical joints behind new concrete fillets (\$22,310) 3. Remove and replace sealant on interior of trickling filter parapet walls (\$5,530)	\$31,930.00
TOTAL AMOUNT - CHANGE ORDER #2		\$36,800.00
Additional Working Days		15
Revised Contract Completion date		11/30/18

Contract Price:

Original contract price:	\$558,600.00
Change orders approved to date:	\$22,230.00
Amount of this change order:	\$36,800.00
Adjusted contract price including this change order:	\$617,630.00

Accepted for (Company Name): [Minturn, Inc.](#)

Recommended for City of Ames Approval:
(Usually the Department Head)



 Signature Date 9/19/18

 Signature Date

Printed Name & Title:

City of Ames Approval (Mayor):
(If Change Order puts changes over \$50,000)

[Gregory J. Menke, Project Manager](#)

 Signature Date

MINTURN

Minturn, Inc.
144 W. Front St.
Brooklyn, IA 52211
641-455-0331
641-843-7256 Fax
minturn@minturninc.com

August 1, 2018

City of Ames
515 Clark Avenue
Ames, IA 50010

Attn: Neil Weiss, P.E.

RE: WPCF STRUCTURAL REHABILITATION PHASE 2
AMES, IOWA
PROPOSAL.02

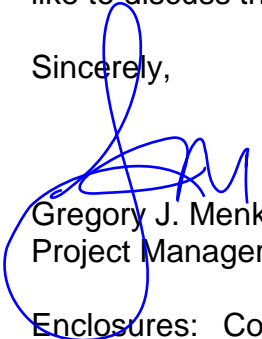
Dear Mr. Weiss,

Enclosed is a cost breakdown for the additional work required to repair 2 existing valve cans in Area B as requested by the City of Ames.

Please issue a change order as shown above in the amount of seven hundred thirty dollars and no cents (\$730.00) for the additional work required. A contract time extension will not be required.

Please don't hesitate to call if you have any questions, need additional information, or would like to discuss this matter further.

Sincerely,



Gregory J. Menke
Project Manager

Enclosures: Cost breakdowns for Proposal.02 (1 page)
Municipal Supply invoice (1 page)

DESCRIPTION OF WORK: REPAIR 2 EXISTING VALVE CANS IN AREA B

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENSION	TOTAL
-------------	----------	------	------------	-----------	-------

LABOR

SUPERINTENDENT	3	HR	\$37.50	\$113	
PIPE LAYER	3	HR	\$22.50	\$68	
LABORER	3	HR	\$21.50	\$65	
OT PREMIUM (TOTAL HRS/5)*(AVE WAGE/2)	2	HR	\$13.58	\$24	
TOTAL LABOR					\$269
TOTAL LABOR BURDEN @ 53%					\$143

EQUIPMENT

3/4 TON PICKUP	3	HR	\$15.00	\$45	
TOTAL EQUIPMENT					\$45

MATERIAL

MUNICIPAL SUPPLY	1	LS	\$166.00	\$166	
TOTAL MATERIAL					\$166

SUBCONTRACT

NA		LS		\$0	
TOTAL SUBCONTRACT					\$0

OTHER

NA		LS		\$0	
TOTAL OTHER					\$0

TOTAL LABOR, EQUIPMENT, MATERIAL, SUBCONTRACT, AND OTHER					\$622
TOTAL CONTRACTOR'S FEE @ 15%					\$93
SUBTOTAL					\$716
TOTAL BOND & INSURANCE @ 2%					\$14
TOTAL					\$730



MUNICIPAL SUPPLY, INC.

Municipal, Contractor, and Industrial Supplies

1550 N.E. 51st Avenue Des Moines, Iowa 50313
 PH: (515) 262-1300 FAX: (515) 262-6662
 WATS (800) 747-2025

INVOICE NUMBER: 0698594-IN

INVOICE DATE: 7/17/2018

ORDER NUMBER: 0533938

ORDER DATE: 7/13/2018

SHIP DATE: 7/13/2018

SALESPERSON: HOUSE ACCOUNT

CUSTOMER NO: 10-MINTINC

1808-019500-O
 \$166.00 (no tax)
 GJM

SOLD TO:
 MINTURN, INC.
 309 N. ORCHARD STREET
 BROOKLYN, IA 52211

SHIP TO:
 MINTURN, INC.
 309 N. ORCHARD STREET
 BROOKLYN, IA 52211

BUYER:

CUSTOMER P.O.	JOB NAME	SHIP VIA	TERMS
	1808	WC	NET 30 DAYS

ITEM NO.	UNIT	ORDERED	SHIPPED	BACK ORD	PRICE	AMOUNT
144953	EACH	2.00	2.00	0.00	83.000	166.00
26T SCREW VLV BOX TOP 112426						

ORDER# 533938

Net Invoice: 166.00

Freight: 0.00

Sales Tax: 9.96

Invoice Total: 175.96

**A SERVICE CHARGE OF 1 1/2% WITH A MINIMUM OF \$1.00 PER MONTH
 WILL BE CHARGED ON ALL PAST DUE ACCOUNTS.**

MINTURN

Minturn, Inc.
144 W. Front St.
Brooklyn, IA 52211
641-455-0331
641-843-7256 Fax
minturn@minturninc.com

August 6, 2018

City of Ames
515 Clark Avenue
Ames, IA 50010

Attn: Neil Weiss, P.E.

RE: WPCF STRUCTURAL REHABILITATION PHASE 2
AMES, IOWA
PROPOSAL.03

Dear Mr. Weiss,

Enclosed is a cost breakdown for the additional cost associated with supplying 12" drain basins instead of 8" drain basins for Catch Basins 5 and 6 on Sheet C110. The 8" drain basins required are not large enough to accommodate 6" pipes at 90 degrees.

Please issue a change order as shown above in the amount of seven hundred ninety dollars and no cents (\$790.00) for the additional cost required.

Please don't hesitate to call if you have any questions, need additional information, or would like to discuss this matter further.

Sincerely,



Gregory J. Menke
Project Manager

Enclosures: Cost breakdowns for Proposal.03 (1 page)
Brown Supply proposal (1 page)

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENSION	TOTAL
-------------	----------	------	------------	-----------	-------

LABOR

NA		LS		\$0	
TOTAL LABOR					\$0
TOTAL LABOR BURDEN @ 53%					\$0

EQUIPMENT

NA		LS		\$0	
TOTAL EQUIPMENT					\$0

MATERIAL

BROWN SUPPLY - 8" DRAIN BASIN (CB5)	(1)	LS	\$298.00	(\$298)	
BROWN SUPPLY - 12" DRAIN BASIN (CB5)	1	LS	\$635.00	\$635	
BROWN SUPPLY - 8" DRAIN BASIN (CB6)	(1)	LS	\$298.00	(\$298)	
BROWN SUPPLY - 12" DRAIN BASIN (CB6)	1	LS	\$635.00	\$635	
TOTAL MATERIAL					\$674

SUBCONTRACT

NA		LS		\$0	
TOTAL SUBCONTRACT					\$0

OTHER

NA		LS		\$0	
TOTAL OTHER					\$0

TOTAL LABOR, EQUIPMENT, MATERIAL, SUBCONTRACT, AND OTHER					\$674
TOTAL CONTRACTOR'S FEE @ 15%					\$101
SUBTOTAL					\$775
TOTAL BOND & INSURANCE @ 2%					\$16
TOTAL					\$790

Brown Supply Co. - Ames Branch

23937 580th Ave
 Ames, IA 50010
 PH: 1-515-233-2245
 Fax: 1-515-233-2676

Project: Ames Pollution Control Facility Structural

Location: Ames, Iowa

Engineer: HDR Engineering

Phone # (515) 280-4940

Bid Date: 5/23/18 2:00 PM

Quotation

Quantity	Description	Unit	Price	Total
Storm Sewer pipe and Drain Basins (verify material needed)				
1	8" Drain Basin 10' Tall w/ Solid Lid CB-5	EA	298.00	\$298.00
1	10" Drain Basin 10' Tall w/ Solid Lid CB-6	EA	415.00	\$415.00
3	12" Drain Basin 10' Tall w/ Solid Lid CB-7,8,10	EA	635.00	\$1,905.00
1	12" Drain Basin 5' Tall w/ Solid Lid CB-9	EA	493.00	\$493.00
1	12" Drain Basin 5' Tall w/ Std Grate CB-11	EA	493.00	\$493.00
4	18" Drain Basin 10' Tall w/ Std Grate CB-1,2,3,4	EA	930.00	\$3,720.00
1	24" Drain Basin 10' Tall w/ Solid Lid WQ3	EA	1160.00	\$1,160.00
1	24" Drain Basin 5' Tall w/ Solid Lid WQ2	EA	1040.00	\$1,040.00
1	24" Drain Basin Square Weir 5' Tall w/ Solid Lid WQ1	EA	1830.00	\$1,830.00
1	30" Drain Basin 10' Tall w/ Solid Lid WQ4	EA	2040.00	\$2,040.00
580	6" x 20' N12 Hwy WT IB Solid	LF	1.90	\$1,102.00
240	12" x 20' N12 Hwy WT IB Solid	LF	5.90	\$1,416.00
6	6" N12 WT 90 Degree Bend	EA	22.80	\$136.80
6	6" x 6" x 6" DownSpout Adapter	EA	58.00	\$348.00
Bid Item Total				\$16,396.80
Storm Chambers (verify material needed)				
5	Storm Chamber SC310	EA	129.00	\$645.00
2	Storm Chamber End Cap SC310EPE	EA	38.00	\$76.00
4	Chamber End Cap w/ 12" Bottom Stub SC310EPE12B	EA	170.00	\$680.00
1	15' x 300' Filter Fabric Roll 0601TS	EA	450.00	\$450.00
1	12.5' x 260' Filter Fabric Roll 315WTK	EA	450.00	\$450.00
20	12" N12 Hwy ST IB Solid	LF	5.90	\$118.00
4	12" Spilt Coupling	EA	11.00	\$44.00
80	4" N12 Hwy ST IB Perf	LF	1.05	\$84.00
3	4" N12 St 45 Degree Bend	EA	15.00	\$45.00
1	4" N12 ST Tee	EA	16.00	\$16.00
2	4" Snap Cap	EA	5.00	\$10.00
1	6" Staple Box	EA	40.00	\$40.00
2	6" SDR into Chamber Inserta Tee Hole Saw	EA	125.00	\$250.00
28	6" SDR 35	LF	1.85	\$51.80
2	12" x 6" SDR Inline Drain Basin Inspection Port	EA	370.00	\$740.00
Bid Item Total				\$3,699.80
Misc.				
	Silt Fence	ANY	0.35	\$0.00
	Inlet Protection Device	ANY	145.00	\$0.00
	9" x 25' Straw Wattle w/ stakes per foot	ANY	2.50	\$0.00
Bid Item Total				\$0.00
Project Total				\$20,096.60

This quote is our best interpretation of the plans and specs

MINTURN

Minturn, Inc.
144 W. Front St.
Brooklyn, IA 52211
641-455-0331
641-843-7256 Fax
minturn@minturninc.com

August 13, 2018

City of Ames
515 Clark Avenue
Ames, IA 50010

Attn: Neil Weiss, P.E.

RE: WPCF STRUCTURAL REHABILITATION PHASE 2
AMES, IOWA
PROPOSAL.04

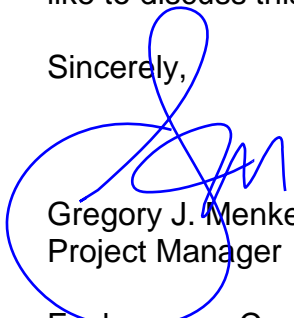
Dear Mr. Weiss,

Enclosed is a cost breakdown for the additional work required to add river rock around the primary clarifiers in the areas shown on the attached drawing as requested by the City of Ames.

Please issue a change order as shown above in the amount of three thousand three hundred fifty dollars and no cents (\$3,350.00) for the additional cost required.

Please don't hesitate to call if you have any questions, need additional information, or would like to discuss this matter further.

Sincerely,



Gregory J. Menke
Project Manager

Enclosures: Cost breakdown for Proposal.04 (1 page)
Drawing (1 page)

DESCRIPTION OF WORK: ADD RIVER ROCK AT PRIMARY CLARIFIERS

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENSION	TOTAL
-------------	----------	------	------------	-----------	-------

LABOR

SUPERINTENDENT	5	HR	\$37.50	\$188	
OPERATOR	10	HR	\$23.50	\$235	
PIPE LAYER	10	HR	\$21.50	\$215	
LABORER	10	HR	\$21.50	\$215	
OT PREMIUM (TOTAL HRS/5)*(AVE WAGE/2)	7	HR	\$12.18	\$85	
TOTAL LABOR					\$938
TOTAL LABOR BURDEN @ 53%					\$497

EQUIPMENT

SKID LOADER	10	HR	\$45.00	\$450	
3/4 TON PICKUP	5	HR	\$15.00	\$75	
TOTAL EQUIPMENT					\$525

MATERIAL

CONSTRUCTION MATERIALS - GEOFABRIC	0.5	EA	\$400.00	\$200	
HALETT MATERIALS - 2" RIVER ROCK	20	TON	\$35.00	\$700	
TOTAL MATERIAL					\$900

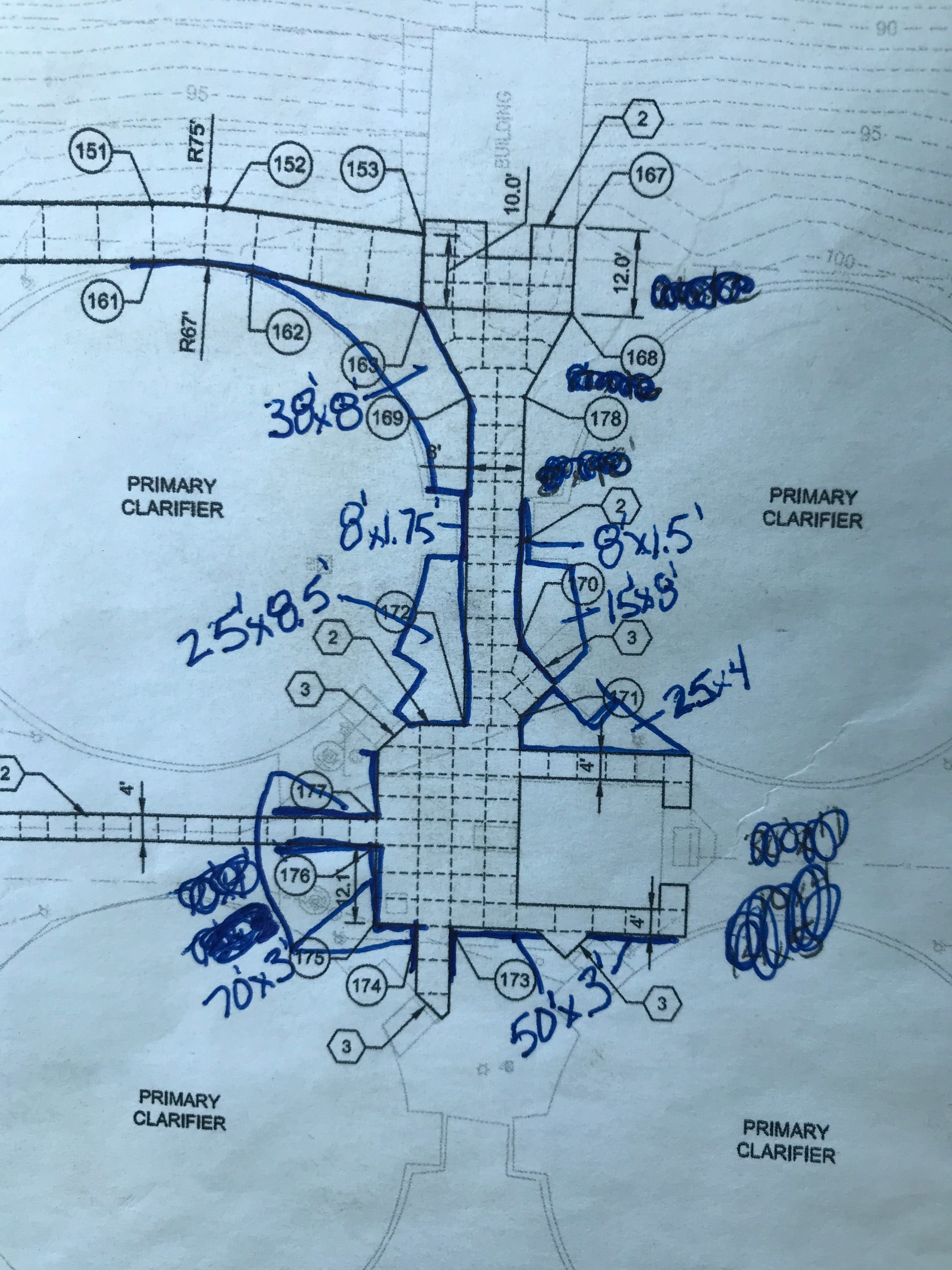
SUBCONTRACT

NA		LS		\$0	
TOTAL SUBCONTRACT					\$0

OTHER

NA		LS		\$0	
TOTAL OTHER					\$0

TOTAL LABOR, EQUIPMENT, MATERIAL, SUBCONTRACT, AND OTHER					\$2,860
TOTAL CONTRACTOR'S FEE @ 15%					\$429
SUBTOTAL					\$3,289
TOTAL BOND & INSURANCE @ 2%					\$66
TOTAL					\$3,350



PRIMARY CLARIFIER

PRIMARY CLARIFIER

PRIMARY CLARIFIER

PRIMARY CLARIFIER

BUILDING
10.0'

R75'

R67'

12.0'

8'

4'

4'

12.1'

152

153

151

167

162

163

168

169

178

8×0.75

170

172

171

177

176

175

174

173

2

2

3

3

3

70×3

50×3

25×0.5

15×8

25×4

30×8

8×1.5

[Scribbled out]

[Scribbled out]

[Scribbled out]

[Scribbled out]

MINTURN

Minturn, Inc.
144 W. Front St.
Brooklyn, IA 52211
641-455-0331
641-843-7256 Fax
minturn@minturninc.com

September 16, 2018

City of Ames
515 Clark Avenue
Ames, IA 50010

Attn: Neil Weiss, P.E.

RE: WPCF STRUCTURAL REHABILITATION PHASE 2
AMES, IOWA
PROPOSAL.05RR

Dear Mr. Weiss,

Enclosed are cost breakdowns for the additional work required to complete the following trickling filter revisions as requested by the City of Ames.

Description	Estimated Quantity	Unit	Unit Price	Amount
Replace missing grout below tees and beyond shims	1	LS	\$4,090.00	\$4,090.00
Install waterstop in horizontal and vertical joints behind new concrete fillets	1	LS	\$22,250.00	\$22,310.00
Remove and replace sealant on interior of trickling filter parapet walls	1	LS	\$5,530.00	\$5,530.00
Total				\$31,930.00

Please issue a change order in the amount of thirty-one thousand nine hundred thirty dollars and no cents (\$31,930.00) if the City of Ames would like to revise the contract as described above. A contract time extension in the amount of 15 calendar days will also be required.

Please don't hesitate to call if you have any questions, need additional information, or would like to discuss this matter further.

Sincerely,



Gregory J. Menke
Project Manager

Enclosures: Cost breakdowns for Proposal.05RR (3 pages)
Drawings describing revisions (2 pages)
HD Supply quote and Euclid Speedstop product data (3 pages)

DESCRIPTION OF WORK: REPLACE MISSING GROUT BELOW TEES AND BEYOND SHIMS

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENSION	TOTAL
LABOR					
SUPERINTENDENT	10	HR	\$33.75	\$338	
FINISHER	36	HR	\$21.50	\$774	~15 MIN/EA
LABORER	36	HR	\$20.50	\$738	~15 MIN/EA
OT PREMIUM (TOTAL HRS/5)*(AVE WAGE/2)	16	HR	\$11.28	\$185	
TOTAL LABOR					\$2,034
TOTAL LABOR BURDEN @ 53%					\$1,078
EQUIPMENT					
AIR COMPRESSOR, JACKHAMMERS, SANDBLASTER	9	HR	\$16.50	\$149	
3/4 TON PICKUP	10	HR	\$15.00	\$150	
TOTAL EQUIPMENT					\$299
MATERIAL					
WHITE CAP - SIKAQUICK VOH (0.44 CF/EA)	4	EA	\$19.00	\$76	
TOTAL MATERIAL					\$76
SUBCONTRACT					
NA		LS		\$0	
TOTAL SUBCONTRACT					\$0
OTHER					
NA		LS		\$0	
TOTAL OTHER					\$0
TOTAL LABOR, EQUIPMENT, MATERIAL, SUBCONTRACT, AND OTHER					\$3,487
TOTAL CONTRACTOR'S FEE @ 15%					\$523
SUBTOTAL					\$4,010
TOTAL BOND & INSURANCE @ 2%					\$80
TOTAL					\$4,090

DESCRIPTION OF WORK: INSTALL WATERSTOP IN HORIZONTAL AND VERTICAL JOINTS BEHIND FILLETS

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENSION	TOTAL
-------------	----------	------	------------	-----------	-------

LABOR

SUPERINTENDENT	50	HR	\$33.75	\$1,688	
FINISHER	160	HR	\$21.50	\$3,440	~40 MIN/EA
LABORER	160	HR	\$20.50	\$3,280	~40 MIN/EA
OT PREMIUM (TOTAL HRS/5)*(AVE WAGE/2)	74	HR	\$11.36	\$841	
TOTAL LABOR					\$9,248
TOTAL LABOR BURDEN @ 53%					\$4,902

EQUIPMENT

AIR COMPRESSOR, JACKHAMMERS, SANDBLASTER	80	HR	\$16.50	\$1,320	
3/4 TON PICKUP	50	HR	\$15.00	\$750	
TOTAL EQUIPMENT					\$2,070

MATERIAL

MUNICIPAL SUPPLY - EUCLID SPEEDSTOP	60	EA	\$42.50	\$2,550	
MISC. MATERIALS	1	LS	\$250.00	\$250	
TOTAL MATERIAL					\$2,800

SUBCONTRACT

NA		LS		\$0	
TOTAL SUBCONTRACT					\$0

OTHER

NA		LS		\$0	
TOTAL OTHER					\$0

TOTAL LABOR, EQUIPMENT, MATERIAL, SUBCONTRACT, AND OTHER					\$19,020
TOTAL CONTRACTOR'S FEE @ 15%					\$2,853
SUBTOTAL					\$21,873
TOTAL BOND & INSURANCE @ 2%					\$437
TOTAL					\$22,310

DESCRIPTION OF WORK: REMOVE AND REPLACE SEALANT ON INTERIOR OF TRICKLING FILTER PARAPET WALLS

DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	EXTENSION	TOTAL
-------------	----------	------	------------	-----------	-------

LABOR

SUPERINTENDENT	10	HR	\$33.75	\$338	
FINISHER	68	HR	\$21.50	\$1,462	~30 MIN/EA
LABORER	34	HR	\$20.50	\$697	~15 MIN/EA
OT PREMIUM (TOTAL HRS/5)*(AVE WAGE/2)	22	HR	\$11.15	\$250	
TOTAL LABOR					\$2,746
TOTAL LABOR BURDEN @ 53%					\$1,455

EQUIPMENT

3/4 TON PICKUP	10	HR	\$15.00	\$150	
TOTAL EQUIPMENT					\$150

MATERIAL

STETSON - 5/8" BACKER ROD (1,550 LF / EA)	1	EA	\$124.16	\$124	
STETSON - SIKFLEX-1A "STONE" (5 GALLON / EA)	1	EA	\$138.82	\$139	
MISC. MATERIALS	1	LS	\$100.00	\$100	
TOTAL MATERIAL					\$363

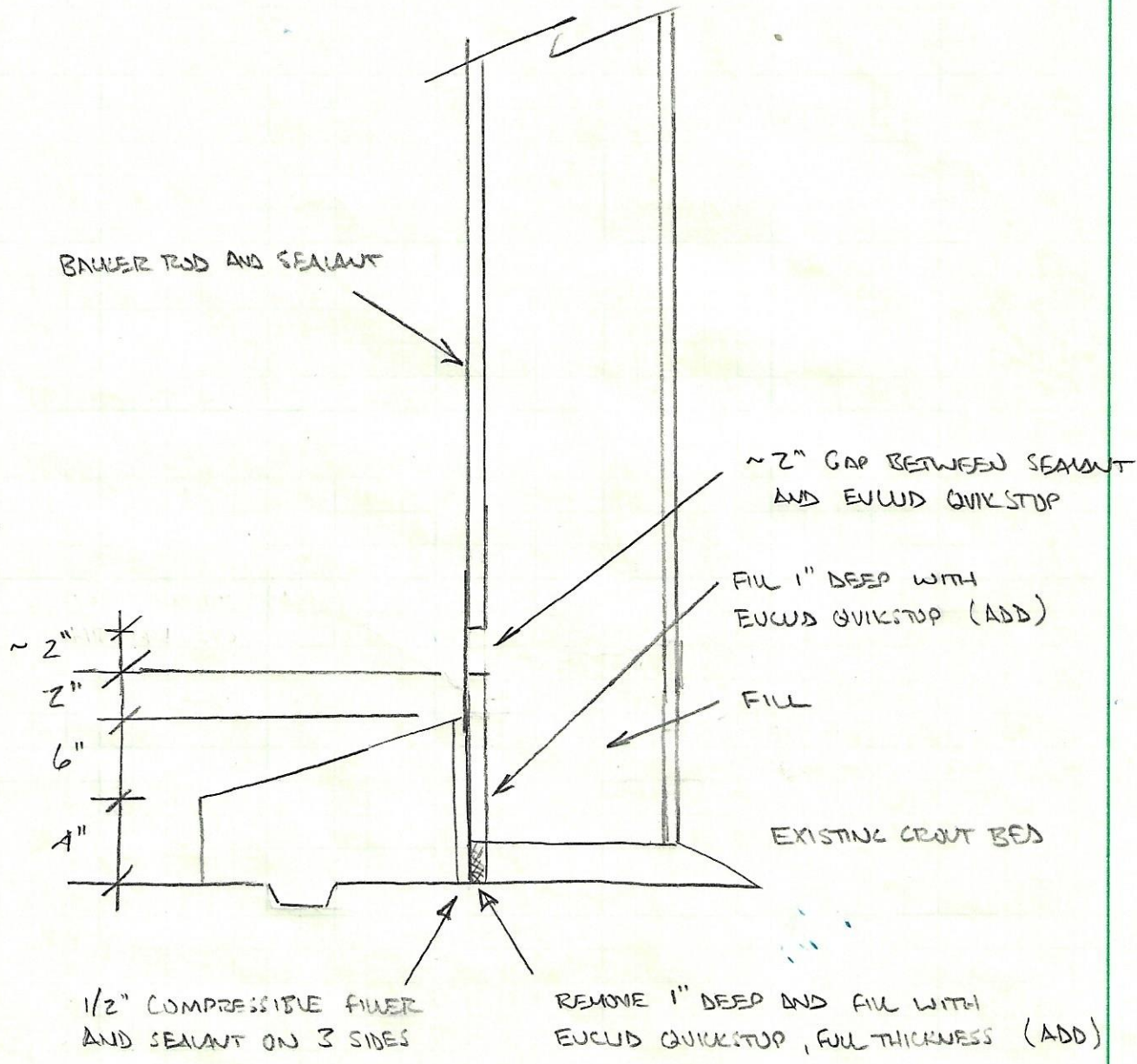
SUBCONTRACT

NA		LS		\$0	
TOTAL SUBCONTRACT					\$0

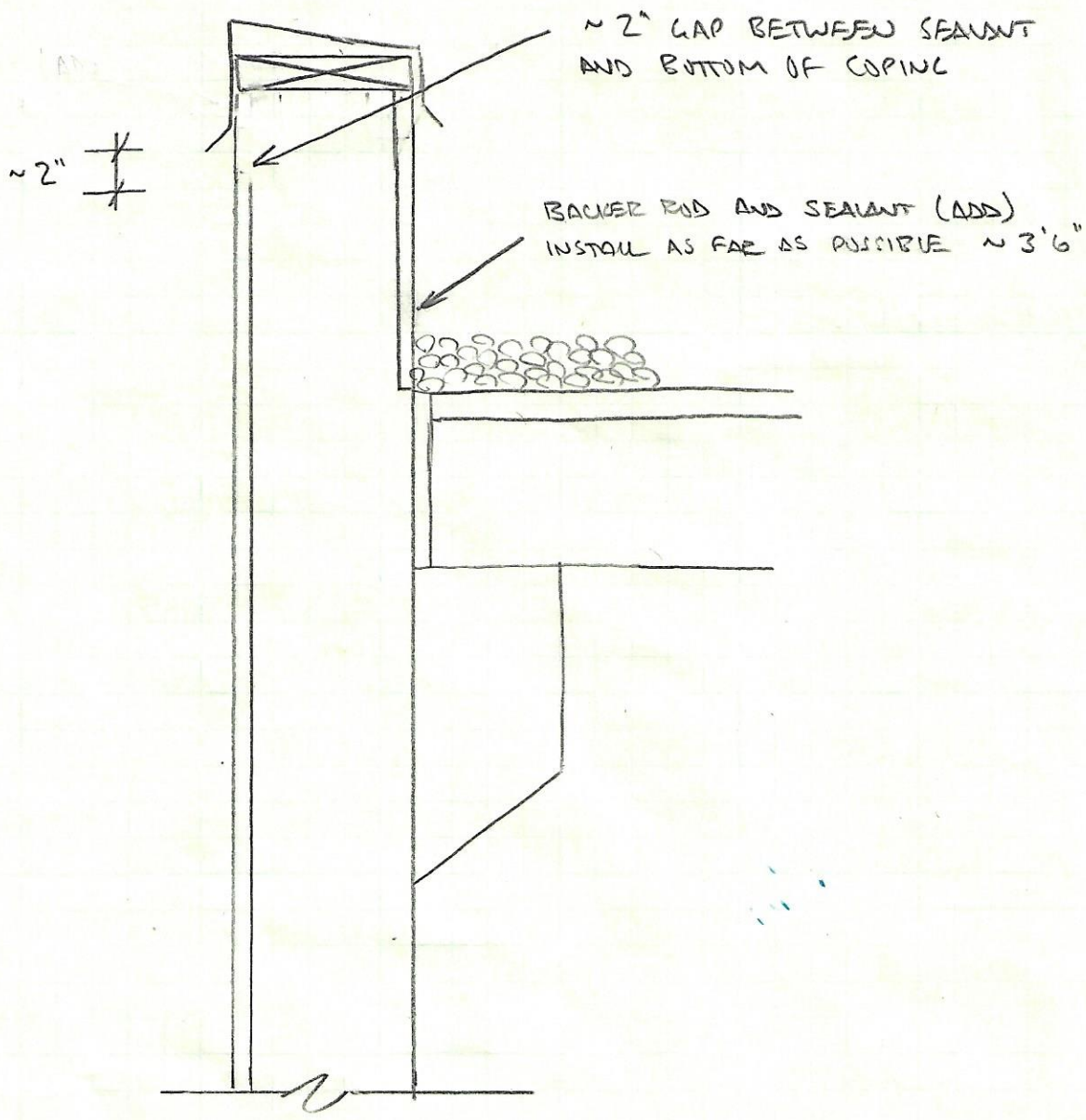
OTHER

NA		LS		\$0	
TOTAL OTHER					\$0

TOTAL LABOR, EQUIPMENT, MATERIAL, SUBCONTRACT, AND OTHER					\$4,715
TOTAL CONTRACTOR'S FEE @ 15%					\$707
SUBTOTAL					\$5,422
TOTAL BOND & INSURANCE @ 2%					\$108
TOTAL					\$5,530



REVISIONS TO DETAIL A 103A101



REVISIONS TO DETAIL S / 00AS01 (TRICKLING FILTERS ONLY)

From: Blair, Travis
To: [Greg Menke](#)
Subject: SPEED PLUG
Date: Tuesday, September 4, 2018 12:01:09 PM

Greg-

Your cost on the Euclid Speed Plug in 50# pails is \$42.50 each. It would take 2-3 days to get my hands on it. There are 36 per pallet, but we can order partial pallets. Give me a call with any questions. Thanks!

TRAVIS BLAIR
WHITE CAP - IOWA CITY
319-631-4887 CELL
319-337-9619 FAX



SPEED PLUG

RAPID-SETTING HYDRAULIC CEMENT

DESCRIPTION

SPEED PLUG is a rapid-setting hydraulic cement compound used to instantly stop running water or seepage in masonry or concrete. **SPEED PLUG** is ready to use and requires only the addition of water before plugging and sealing active leaks. **SPEED PLUG** is available in a standard 1-3 minute set time formula, as well as a faster setting 45 second version and a slower setting 3-5 minute formulation.

PRIMARY APPLICATIONS

- Concrete and masonry walls and floors
- Dams, swimming pools, cisterns, reservoirs, water tanks and manhole repairs

FEATURES/BENEFITS

- Non-shrinking, non-metallic and non-corrosive
- Initial set in 1 to 3 minutes
- Stops running water or seepage leaks
- High strength
- Controlled expansion
- Can be applied underwater

TECHNICAL INFORMATION

Material Properties at 75°F (24°C)

Test Method

Compressive Strength ASTM C109 psi (MPa)

1 hour.....	1,000 (6.9)
1 day.....	1,500 (10.3)
28 days.....	3,000 (20.7)

Flexural Strength ASTM C348

7 days.....	300 (2.1)
28 days.....	350 (2.4)

Expansion/Shrinkage ASTM C157

28 Day Test Chg. Length	
Moist Room (100% RH).....	0.10%
Dry Room (50% RH).....	-0.25%

Appearance: **SPEED PLUG** is a gray hydraulic cement compound.

Values presented are typical and not necessarily referenced to create specifications.

PACKAGING

SPEED PLUG is packaged in 20 lb (9.2 kg) pails, 50 lb (22.7 kg) pails, and in cases of 10 lb (4.5 kg) tubs (4 tubs per case).

SHELF LIFE

18 months in original, unopened package

COVERAGE/YIELD

1 lb (0.45 kg) of **SPEED PLUG** yields approximately 17 in³ (171 cm³) and will repair approximately 30" of a 3/4" x 3/4" (1 kg for 155 cm of 2 cm x 2 cm) crack.

DIRECTIONS FOR USE

Surface Preparation: Concrete surfaces must be structurally sound, free of loose or deteriorated concrete and free of dust, dirt, paint, efflorescence, oil and all other contaminants. Mechanically abrade the surface to achieve a surface profile equal to CSP >3 in accordance with ICRI Guideline 310.2. Properly clean profiled area.

Priming: Clean and prime exposed steel with DURALPREP A.C. and allow to fully dry prior to the application of **SPEED PLUG**.

Mixing: Pour potable water into a clean mixing container and gradually add **SPEED PLUG**. Use approximately 1 quart of water to 8 to 9 lbs (3.8 to 4.3 kg/L) of material. Mix rapidly with a trowel to the consistency of stiff putty with no slump for no more than 30 seconds. **SPEED PLUG** will flash set in 1 to 3 minutes. Properly mixed, **SPEED PLUG** can be hand formed into a ball.

Application: SSD areas for repair with potable water immediately before application of SPEED PLUG.

General Patching: Force SPEED PLUG into the crack or hole by hand or with a trowel. Rapidly fill to the full depth of the opening. **Patching Active Leaks:** Start at the top of the crack or hole, and force the SPEED PLUG to the full depth of the prepared area. Apply direct pressure to the new patch until the SPEED PLUG has taken a firm set. Mix fresh material, and continue patching toward the area of the greatest pressure. When extreme water pressure is encountered, physically hold the mixed SPEED PLUG with a hand against the leak and apply continuous pressure until the SPEED PLUG has set, and the water has stopped running. Do not use a twisting motion. **Floor-Wall Patching:** Follow above methods for the specific conditions encountered. Use a rounded tool to force the SPEED PLUG into the joint, and construct a 45° transitional cove between the floor and wall at the same time. **Expansion/Contraction Cracks:** Do not use SPEED PLUG to treat dynamic cracks. Consult the technical data sheets for the DURAL AQUA LINE of chemical/urethane grouts.

CLEAN-UP

Clean tools and mixing equipment with water immediately after use.

PRECAUTIONS/LIMITATIONS

- Do not retemper SPEED PLUG. Do not apply SPEED PLUG to frozen or frost filled surfaces.
- Do not twist SPEED PLUG into the hole while plugging running water leaks.
- In warm weather, mix SPEED PLUG with ice water. In cold weather, mix SPEED PLUG with warm water and use a torch to preheat the area to be patched.
- Do not prewet in cold weather.
- Do not use in dynamic (moving) cracks or expansion joints. Use a chemical grout from the DURAL AQUA Line
- In all cases, consult the Safety Data Sheet before use.

Rev. 04.18

WARRANTY: The Euclid Chemical Company ("Euclid") solely and expressly warrants that its products shall be free from defects in materials and workmanship for one (1) year from the date of purchase. Unless authorized in writing by an officer of Euclid, no other representations or statements made by Euclid or its representatives, in writing or orally, shall alter this warranty. EUCLID MAKES NO WARRANTIES, IMPLIED OR OTHERWISE, AS TO THE MERCHANTABILITY OR FITNESS FOR ORDINARY OR PARTICULAR PURPOSES OF ITS PRODUCTS AND EXCLUDES THE SAME. If any Euclid product fails to conform with this warranty, Euclid will replace the product at no cost to Buyer. Replacement of any product shall be the sole and exclusive remedy available and buyer shall have no claim for incidental or consequential damages. Any warranty claim must be made within one (1) year from the date of the claimed breach. Euclid does not authorize anyone on its behalf to make any written or oral statements which in any way alter Euclid's installation information or instructions in its product literature or on its packaging labels. Any installation of Euclid products which fails to conform with such installation information or instructions shall void this warranty. Product demonstrations, if any, are done for illustrative purposes only and do not constitute a warranty or warranty alteration of any kind. Buyer shall be solely responsible for determining the suitability of Euclid's products for the Buyer's intended purposes.

COUNCIL ACTION FORM

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

BACKGROUND:

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

On June 26, 2018, Council approved the contract renewal with TEI Construction Services, Inc., Duncan, SC, for the Boiler Maintenance Services Contract for Power Plant for the one-year period from July 1, 2018, through June 30, 2019 in the amount not to exceed \$200,000.

The action being requested is to approve Change Order No. 1 to the Boiler Maintenance Services Contract. This change order will add an additional \$450,000 to the current contract for FY2018/19. This will bring the total contract amount to \$650,000.

This Change Order is needed to increase the amount of funds in the current fiscal year contract. The original contract amount was budgeted with the plan to perform the capital project of replacing all Unit 8 superheat tubes with Inconel coated tubes this Fall. This project has been delayed until Fall 2019 in order to focus on the Unit 7 tube replacement project. The focus has shifted to Unit #7 at this time, because the unit can not burn RDF. With the tube work on Unit #7 complete, this unit will then be available during the extended outage in Unit #8 to complete the Capital Improvement Project (CIP). Because of the delay, thin sections of tubes in the superheat panels at the top of the boiler must be replaced in order to keep the boiler in a more reliable state and continue to burn Refuse-Derived-Fuel (RDF). These funds are also needed to replace refractory in the bottom of the boiler. The refractory is used to protect the lower tubes from the harmful atmosphere created by burning the RDF. The current refractory has thinned to the point of no longer covering some tubes and new refractory needs to be installed before these tubes see a significant amount of corrosion. **The Council should understand the additional funds authorized in this change order will not be spent unless needed.**

It is important to note that the work being done with this Change Order, does not eliminate the need to do the Unit #8 Boiler Tube Replacement project covered in the CIP. This Change Order only allows staff to extend the reliability of Unit #8 for a couple of years, so that work can first be done to Unit #7 and the City can more reliably burn RDF during the short term. The CIP serves as the long-term solution to burn RDF with specialized tubes that have very long lead-time.

The funding for this Change Order No. 1 will come from multiple accounts/projects in the Power Plant Maintenance budget. The following projects will be delayed until next fiscal year in order to pay for this higher priority change order:

- Replace RDF bin DC drives with AC drives
- Replace Unit 7 turbine oil coolers
- Perform detailed cleaning of both Unit 7 and Unit 8
- Repair damaged penthouse seals on Unit 8
- Perform overhauls on both Unit 7 and Unit 8 soot blowers
- Build covered parking for plant vehicles

Invoices will be based on contract rates for time and materials for services that are actually received.

ALTERNATIVES:

1. Approve contract Change Order No. 1 with TEI Construction Services, Inc., Duncan, SC for the Boiler Maintenance Services Contract for Power Plant in the not-to-exceed amount of \$450,000. This will bring the total FY2018/19 contract value to a not-to-exceed amount of \$650,000.
2. Do not approve the change order.

MANAGER'S RECOMMENDED ACTION:

This change order is necessary to complete needed repairs to Unit #8 during this coming Fall outage to keep the operating boiler more reliable. Funds will be expended only as work is required and in accordance with approved invoices.

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

COUNCIL ACTION FORM

SUBJECT: PLAT OF SURVEY FOR 1810 AND 1920 SE 16TH STREET

BACKGROUND:

The City's subdivision regulations are found in Chapter 23 of the Ames Municipal Code. These regulations include the process for creating or modifying property boundaries and for determining if any improvements are required in conjunction with the platting of property. The regulations also describe the process for combining existing platted lots or adjusting the boundary lines of existing tracts. Section 23.308 allows the use of a plat of survey for a boundary line adjustment.

This plat of survey adjusts the boundary line between two existing lots addressed as 1810 and 1920 SE 16th Street. **Both lots are vacant and one lot is being enlarged to accommodate an expected development.** Both lots were platted as part of the Deery Subdivision, a 3-lot commercial subdivision. A location map is found in Attachment A. Lot 1 of that subdivision is the site of the Deery Brothers auto dealership.

No improvements for the boundary line adjustment are needed as all infrastructure, except sidewalks, were installed at the time of the original plat. City Council approved a deferral of sidewalk installation at the time of the original subdivision approvals. As no sidewalks are currently present, sidewalk improvements are not triggered in conjunction with the proposed boundary line adjustment.

There is a 2012 development agreement between Deery and the City for all the properties that were the subject of the original subdivision regarding an Urban Revitalization Area and property tax abatement. That agreement has no impact on the proposed boundary line adjustment. Staff notes that for the developer to seek property tax abatement in the future, they must seek City Council approval of a development plan and an amended agreement may be required. Development could proceed on the parcels with no amendment to a development agreement if there is no request for property tax abatement.

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 approve the proposed plat of survey consistent with the standards of Chapter 23 for approval of a boundary line adjustment.

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

CITY MANAGER'S RECOMMENDED ACTION:

Staff has determined that the proposed plat of survey satisfies all Code requirements for a boundary line adjustment between two platted parcels. 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 and has made a preliminary decision of approval. The boundary line adjustment will create a larger parcel (4.55 acres) in anticipation of future development. A smaller parcel (1.56 acres) remains.

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 A BOUNDARY LINE ADJUSTMENT OF
1810 AND 1920 SE 16TH STREET**

Application for a proposed plat of survey has been submitted for:

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

Owner: Deery, Deery & Deery LLC
Parcel ID: 0913200050 and 0913200100

New Legal Descriptions: Parcel A: Lot 2 and part of Lot 3 in Deery Subdivision, City of Ames, Story County, Iowa.

Parcel B: Part of Lot 3 in Deery Subdivision, City of Ames, Story County, Iowa.

Public Improvements:

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

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

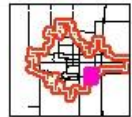
Note: The official plat of survey is not recognized as a binding plat of survey for permitting purposes until a copy of the signed and recorded plat of survey is filed with the Ames City Clerk's office and a digital image in Adobe PDF format has been submitted to the Planning & Housing Department.

ATTACHMENT A: LOCATION MAP

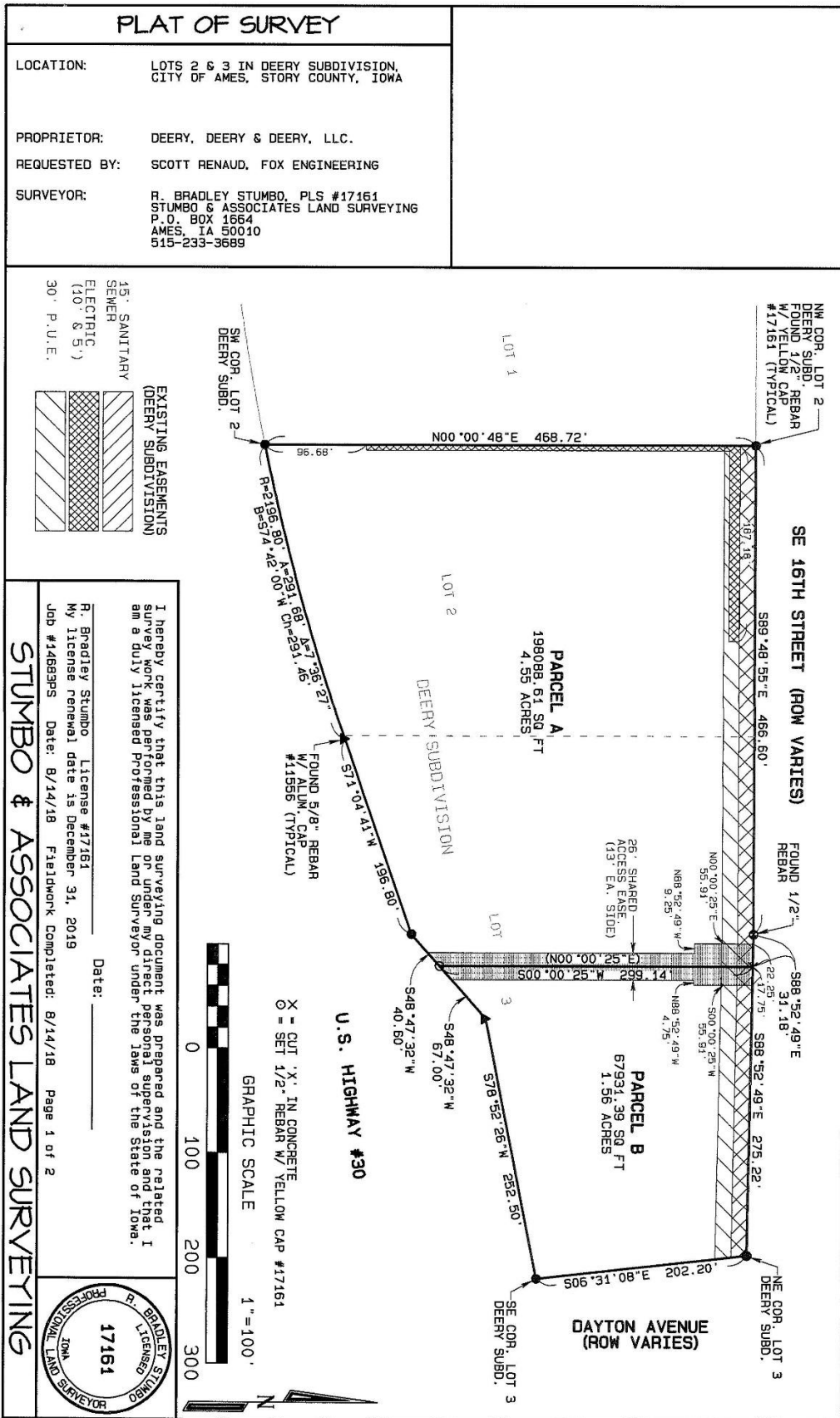


Legend

 Ames City Limits



ATTACHMENT B: PLAT OF SURVEY [NORTH TO RIGHT]



Survey Description-Parcel 'A':

Lot 2 and part of Lot 3 in Deery Subdivision, City of Ames, Story County, Iowa, being more particularly described as follows: Beginning at the Northwest Corner of said Lot 2; thence S89°48'55"E, 466.60 feet; thence S88°52'49"E, 31.18 feet; thence S00°00'25"W, 299.14 feet to the southerly line of said Lot 2; thence S48°47'32"W, 40.60 feet; thence S71°04'41"W, 196.80 feet; thence westerly, 291.68 feet along a curve having a radius of 2196.80 feet, concave to the north, a central angle of 7°36'27" and being subtended by a chord which bears S74°42'00"W, 291.46 feet to the Southwest Corner of said Lot 2; thence N00°00'48"E, 468.72 feet to the point of beginning, containing 4.55 acres.

Survey Description-Parcel 'B':

Part of Lot 3 in Deery Subdivision, City of Ames, Story County, Iowa, being more particularly described as follows: Beginning at the Northeast Corner of said Lot 3; thence S06°31'08"E, 202.20 feet to the Southeast Corner thereof; thence S78°52'26"W, 252.50 feet; thence S48°47'32"W, 67.00 feet; thence N00°00'25"E, 299.14 feet to the north line of said Lot 3; thence S88°52'49"E, 275.22 feet to the point of beginning, containing 1.56 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