

AGENDA
REGULAR MEETING OF THE AMES CITY COUNCIL
COUNCIL CHAMBERS - CITY HALL - 515 CLARK AVENUE
DECEMBER 10, 2019

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.

CALL TO ORDER: 6:00 p.m.

PROCLAMATION:

1. Proclamation for 19th Amendment Centennial Commemoration, Calendar Year 2020
2. Proclamation for Mary Greeley Medical Center (MGMC) Week in recognition of MGMC receiving the 2019 Malcolm Baldrige Award of Excellence, December 15-21, 2019,

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

3. Motion approving payment of claims
4. Motion approving Minutes of Regular Meeting held November 26, 2019
5. Motion approving Report of Contract Change Orders for November 16 - 30, 2019
6. Motion approving certification of Civil Service applicants
7. Motion accepting Progress Report from Sustainability Coordinator for period from July - December, 2019
8. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class C Beer Permit Class B Wine and Sunday Sales – Casey's General Store #2298, 428 Lincoln Way
 - b. Class C Liquor License with Sunday Sales – 1 Night Stand, 124 Welch
 - c. Class C Liquor License with Sunday Sales – Cyclone Liquors, 626 Lincoln Way
 - d. Class B Liquor License with Sunday Sales – Quality Inn & Suites, Starlite Village Conference, 2601 E. 13th St.
 - e. Class C Liquor License with Outdoor Service and Sunday Sales – Café Beau, 2504 Lincoln Way
 - f. Class B Beer with Outdoor Service and Sunday Sales – Torrent Brewing Co LLC., 504 Burnett Ave - Pending Dram Shop
9. Resolution approving extension of the residency deadline for the City Attorney to August 31, 2020
10. Title VI Compliance:
 - a. Motion authorizing staff to sign Iowa Department of Transportation Title VI Site Review Tool
 - b. Motion approving U.S. Department of Transportation Standard Title VI Assurances

- c. Resolution authorizing appointment of Deb Schildroth as Title VI Coordinator
- 11. Resolution approving Memorandum of Understanding with Iowa State University for Temporary Traffic Signal at the intersection of State Avenue & Mortensen Road
- 12. Termination of Agreements regarding the Healthy Life Center:
 - a. Resolution terminating Healthy Life Center Agreement with Mary Greeley Medical Center
 - b. Resolution terminating Healthy Life Center Agreement with Story County
 - c. Resolution terminating Healthy Life Center Agreement with Heartland Senior Services
- 13. Resolution authorizing Mayor to submit Letter of Support requested by Iowa State University regarding AraNet Advanced Wireless Research Proposal and committing to allow network infrastructure in the right-of-way and cooperate in finding appropriate locations for transmission equipment on electric poles, street lights, and traffic signals
- 14. Resolution awarding contract for Engineering and Design of Emma McCarthy Lee Park Bridge Replacement project to WHKS & Co., of Ames, Iowa, in the amount of \$51,900
- 15. Request for early retention release of 2018/19 Sanitary Sewer Rehab (Wilson & 15th)
- 16. Resolution accepting completion of 2018/19 Traffic Signal Program (Lincoln Way & Hyland Ave.)
- 17. Resolution accepting completion of public improvements and releasing security for Sunset Ridge Subdivision, 5th Addition
- 18. Resolution accepting partial completion of public improvements and reducing security for Sunset Ridge Subdivision, 6th Addition

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

PARKS & RECREATION:

- 19. Request to name the park on the site of the former Edwards Elementary School as Tahira and Labh Hira Park

PLANNING & HOUSING:

- 20. Resolution approving Demolition Permit for 120 Lynn Avenue

HEARINGS:

- 21. Hearing on proposed amendments to the Zoning Code regarding stacked driveway parking for single-family and two-family dwellings:
 - a. First passage of Ordinance
- 22. Hearing on rezoning of 808 E. Lincoln Way from Agricultural “A” and Highway-Oriented Commercial (HOC) to General Industrial (GI):
 - a. First passage of Ordinance
- 23. Hearing on vacation of Water Main Easement along north edge of Collaboration Place right-of-way from Plaza Loop to South Riverside Drive:

- a. Resolution approving vacation of Easement
- 24. Hearing on Water Treatment Plant Maintenance and Storage Building:
 - a. Motion accepting report of bids

ORDINANCES:

- 25. Second passage of ordinance regulating massage establishments

ADMINISTRATION:

- 26. Staff Report regarding partnership with Podujevo, Kosovo

DISPOSITION OF COMMUNICATIONS TO COUNCIL:

COUNCIL COMMENTS:

CLOSED SESSION:

- 27. Motion to hold Closed Session as provided by Section 20.17(3), *Code of Iowa*, to discuss collective bargaining strategy:
 - a. Resolution ratifying 2020-2023 Collective Bargaining Agreement with Public, Professional, and Maintenance Employees Local 2003
 - b. Resolution approving Memorandum of Agreement with IUOE Local 234 regarding Water and Wastewater Operator and Assistant Operator classifications

ADJOURNMENT:

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

MINUTES OF THE REGULAR MEETING OF THE AMES CITY COUNCIL

AMES, IOWA

NOVEMBER 26, 2019

The Regular Meeting of the Ames City Council was called to order by Mayor John Haila at 6:00 p.m. on November 26, 2019, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law. Present were Council Members Bronwyn Beatty-Hansen, Amber Corrieri, Tim Gartin, David Martin, and Chris Nelson. Council Member Gloria Betcher was absent. *Ex officio* Member Devyn Leeson was also absent.

PROCLAMATION FOR “SMALL BUSINESS SATURDAY”: November 30, 2019, was proclaimed as “Small Business Saturday” by Mayor Haila. Chamber of Commerce Director Drew Kamp accepted the Proclamation.

Mayor Haila announced a correction to Item No. 17: the contract for Flexible Spending Account Administration begins January 1, 2020, not July 1, 2020, and the amount should be \$10,895, not \$10,395.

CONSENT AGENDA: Moved by Nelson, seconded by Corrieri, to approve the following items, with the corrections noted to Item No. 17, on the Consent Agenda:

2. Motion approving payment of claims
3. Motion approving Minutes of Regular Meeting held November 12, 2019
4. Motion approving Report of Contract Change Orders for November 1 - 15, 2019
5. Motion setting Conference Board meeting dates for January 14, 2020, and February 25, 2020
6. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class C Beer Permit with Class B Native Wine and Sunday Sales - Swift Stop #8, 705 24th Street
 - b. Class C Liquor License with Sunday Sales - Time Out - Ames, 120 Kellogg
 - c. Class C Liquor License with Catering, Outdoor Service and Sunday Sales - Café, The, 2616 Northridge Parkway
 - d. Class C Liquor License with Outdoor Service and Sunday Sales - Aunt Maude's, 543-547 Main Street
 - e. Class C Liquor License with Catering, Outdoor Service and Sunday Sales - Thumbs Bar, 2816 West Street - Pending Dram Shop
 - f. Class C Liquor License with Outdoor Service and Sunday Sales - Tip Top Lounge, 201 E. Lincoln Way - Pending Dram Shop
7. RESOLUTION NO. 19-589 accepting Abstract of Votes for November 5, 2019, Regular City Election
8. RESOLUTION NO. 19-590 authorizing Ames Public Library to increase two Library Assistant positions in the Youth Department to 0.75 FTE
9. RESOLUTION NO. 19-591 approving 2019 Urban Renewal Report and appropriating the payment of a rebate of incremental taxes for the Campustown and Barilla TIF Districts
10. RESOLUTION NO. 19-592 setting December 10, 2019, as date of public hearing for vacation of Water Main Easement along north edge of Collaboration Place right-of-way from Plaza Loop to South Riverside Drive

11. RESOLUTION NO. 19-593 approving Encroachment Permit for a sign at 108 Hayward Avenue
12. Asset Management Agreement/Pipeline Services for Power Plant:
 - a. RESOLUTION NO. 19-594 approving renewal of AMA Transaction Confirmation Agreement and Transaction Confirmation Agreement with BP Canada Energy Marketing Corp., of Omaha, Nebraska, through September 30, 2020, in an amount not to exceed \$30,000
 - b. RESOLUTION NO. 19-595 authorizing an amount not to exceed \$270,000 for the purchase of additional natural gas plus delivery as needed to manage the day-to-day fuel needs of the Power Plant through September 30, 2020
13. RESOLUTION NO. 19-596 approving preliminary plans and specifications for 2020 HVAC Project for CyRide; setting January 7, 2020, as bid due date and January 14, 2020, as date of public hearing
14. RESOLUTION NO. 19-597 approving preliminary plans and specifications for Durham Bandshell Lighting & Electrical Upgrades; setting January 7, 2020, as bid due date and January 14, 2020, as date of award
15. RESOLUTION NO. 19-598 approving preliminary plans and specifications for 2019/2020 Pavement Restoration Program (Slurry Seal); setting December 11, 2019, as bid due date and December 17, 2019, as date of award
16. RESOLUTION NO. 19-599 approving preliminary plans and specifications for Fuel Forwarding Building Fire Protection Upgrade; setting January 15, 2020, as bid due date and January 28, 2020, as date of award
17. RESOLUTION NO. 19-600 awarding a contract to TASC of Madison, Wisconsin, for Flexible Spending Account Administration beginning January 1, 2020 to December 31, 2023, in an amount of \$10,895/year
18. Vendor Management and Electronic Bidding Software for Purchasing Department:
 - a. RESOLUTION NO. 19-601 waiving the Purchasing Policy threshold for cooperative contracts and utilizing Iowa State University's Pricing Agreement
 - b. RESOLUTION NO. 19-602 awarding a five-year agreement to IONWave Technologies, Inc., of Springfield, Missouri, for Vendor Management and Electronic Bidding System Software in the amount of \$58,625
19. RESOLUTION NO. 19-603 awarding contract to Diamond Oil of Des Moines, Iowa, for CyRide fuel purchases and delivery from January 1, 2020, until June 30, 2020, in an amount not to exceed \$515,625
20. RESOLUTION NO. 19-604 awarding contract to EZ-Liner of Orange City, Iowa, for purchase of paint striping truck for Public Works in the amount of \$144,015 (\$140,070 base bid and \$3,945 changeable message board)
21. RESOLUTION NO. 19-605 approving contract and bond for Inis Grove Park Restrooms Project
22. RESOLUTION NO. 19-606 approving Change Order No. 2 in the amount of \$50,000 to Professional Services Agreement with BrownWinick of Des Moines, Iowa, for legal services rendered regarding service territory Ruling from the Iowa Utilities Board
23. RESOLUTION NO. 19-607 approving Change Order No. 3 with General Electric International of Omaha, Nebraska, for additional testing of Unit 7 Generator Exciter in the amount of \$40,000
24. RESOLUTION NO. 19-608 approving Change Order No. 6 with HPI, Inc., of Ames, Iowa, for

IMD Startup Support for Unit 7 Steam Turbine in the amount of \$18,600.75

25. RESOLUTION NO. 19-609 approving Change Order No. 6 with SCS Engineers, of Clive, Iowa, for Engineering and Related Services to comply with EPA Coal Combustion Residuals (CCR Standards) for Steam Electric Plant's ash impoundment in the amount of \$57,025
26. RESOLUTION NO. 19-610 accepting partial completion of public improvements and reducing security for South Fork Subdivision, 4th Addition (Wrap-up)
27. RESOLUTION NO. 19-611 approving partial completion of public improvements and reducing security being held for Hayden's Crossing, 2nd Addition
28. RESOLUTION NO. 19-612 accepting completion of Water Pollution Control Facility Primary Clarifier Drive Replacement Project
29. RESOLUTION NO. 19-613 approving Plat of Survey for 2130 McCarthy Road, with Stipulation A
30. RESOLUTION NO. 19-614 approving Plat of Survey for 728, 728 rear, 734, and 808 E. Lincoln Way
31. RESOLUTION NO. 19-615 approving Plat of Survey for 1307, 1329, and 1405 South Dayton Place

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

PUBLIC FORUM: Mayor Haila opened Public Forum.

Deanna Kizer, 3919 Dawes Drive, Ames, asked Council to address the excessive use of traffic signs and curb painting along Dawes Drive. She said she does not want a "No Parking" sign in her front yard as parking has never been an issue there. Ms. Kizer also expressed concern about curb painting. She reviewed her list of concerns about the changes the construction of the new bike path has caused to her property and neighborhood.

Kristina Brekke, 203 Campus Avenue, Huxley, owner of Bomber Fireworks, asked Council to consider changing the use allowed in the DRC zone to allow outdoor fireworks sales in retail locations. She said the North Grand Mall is working hard to keep shoppers in Ames and she believes having the fireworks sales at the Mall would broaden the commerce since the surrounding communities don't have fireworks sales.

Allison Brundy, 3125 Maplewood Rd, Ames, thanked the City for the response letter to the Climate Action Team.

Mayor Haila closed Public Forum after no one else came forward to speak.

EAST INDUSTRIAL UTILITY CONNECTION FEES: Municipal Engineer Tracy Warner explained that once bids are received, the City will establish the connection district for all of the development, however, clarification is needed for the residential units. Some lots have a residential homestead that is part of the farmable land; some parcels could have over 1300 frontage feet and some over 460 feet. When land was annexed north of town, they encountered the same thing with

the Pre-Annexation Agreement. Staff is recommending to approve a similar agreement for the East Industrial annexation.

Josh Boersma, 4626 E. Lincoln Way, Ames, said he had written a letter with his concerns about the utility connection fees. He said he believes that Option 1 of the Council Action Form is a better course of action than the way it is currently set up, otherwise residents are being treated like developers.

Don Jensen, 4321 E. Lincoln Way, Ames, stated that when the easement was finalized a year ago, he asked the City engineers how much it would cost to sign on, and they wouldn't commit to anything. He expressed concern about the cost of hooking up to water and sewer and asked to hook up to City services at a reduced cost.

After no one else wished to speak, Mayor Haila closed public comment.

Ms. Warner clarified that there is no requirement for property owners to stop using wells or rural water, but if the septic systems need maintenance, the *Iowa Code* says they need to connect if they are within 200 feet of the sanitary public system. Mayor Haila asked if a property owner could run one line and serve two buildings on a property. Ms. Warner suggested Council clarify that it is allowed to have one tap serve multiple buildings for existing parcels. She said she would need to double check whether the 200-foot measurement is from the building or from the property line to the main, but it is usually measured from the building.

Ms. Warner said the City is working towards February bid requests for water and sanitary sewer. This would be an opportunity for residents to work with the contractor and hire someone themselves to connect once the trench is open.

Moved by Gartin, seconded by Martin, to approve Alternative 1, setting a connection fee using similar language as the Pre-Annexation Agreements for residential properties along Grant (Hyde) Avenue for homesteads in the East Industrial Area Utilities project area. Using this language, with the current rate of \$20/LF, residential properties could make a one-time connection using the 80 lineal foot width for the connection fee calculation. If the land is further subdivided for development, additional connection fees using the connection district fees would be required for the larger developed parcel.

Council Member Chris Nelson asked if a separate motion was needed to address the clarifications that Mayor Haila discussed. Ms. Warner confirmed that a separate motion would be needed.

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

Moved by Nelson, seconded by Beatty-Hansen, to clarify that multiple buildings may be served by one water or sewer tap on the same parcel.

Council Member Gartin said he isn't sure if he's ready to vote on this yet. Ms. Warner suggested clarifying whether it applies it to existing buildings now; future buildings would pay the connection fees unless they ask City Council for a waiver. Council Member Bronwyn Beatty-Hansen said if staff is saying it's ok to make a motion now, she doesn't want to ask them to come back with a memo that says the same thing. Council Member Martin asked how the process is currently communicated to the public. Ms. Warner said this is a policy, not an ordinance, and the information is communicated to the public when they call to arrange the connections.

Vote on Motion: 3-2 Voting aye: Nelson, Beatty-Hansen, Corrieri. Voting nay: Gartin, Martin. Motion declared carried.

MAINSTREAM LIVING REQUEST TO PURCHASE PROPERTY AT 1417 DOUGLAS AVENUE: Housing Coordinator Vanessa Baker-Latimer reviewed the memo from staff regarding the request from Mainstream Living and the options that staff defined to address the affordable housing needs and the sale of the lot: Option 1 is to sell the property to Mainstream Living based on its request; Option 2 is to make it eligible to any non-profit; Option 3 is to put the house on the market to any interested buyer for affordable housing purposes in the future.

Mayor Haila opened public input.

David Boeke, 1418 Douglas, Ames, said he lives across the street from the property discussed. He commented that he is interested in Option 3 because he has offered to buy the property multiple times and wants to put in a single-family home. Mr. Gartin asked Mr. Boeke if he sees any down sides to Option 1. Mr. Boeke said he doesn't know who Mainstream Living is, so he doesn't know how it will affect the neighborhood.

Mayor Haila closed public input after no one else came forward to speak.

Ms. Baker-Latimer said the City negotiated to purchase the property for just over \$11,000 plus the costs incurred to remove asbestos and the anticipated cost of demolition. She said they may have additional closing costs and possibly snow removal fees as well. Mayor Haila stated the total cost would probably be around \$36,000. Ms. Baker-Latimer advised that another neighborhood property owner sent an email saying she was interested in purchasing the property as well. She said Mainstream Living is one of the largest providers in Central Iowa for residential and community services to individuals with disabilities, and they intend to build a home for their clients that would function just like a single-family property.

Council Member Nelson asked what the overhead and schedule would be if Council requested a Request for Proposals. Ms. Baker-Latimer said they would have to solicit proposals with a deadline date and then go with the lowest bidder and have a public hearing. Mr. Nelson asked if the potential profit differences among the options would be significant. Ms. Baker-Latimer said between Options 1 and 2, there isn't typically any profit; it would be sold at cost.

Moved by Gartin, seconded by Nelson to approve Option 1: to sell the property to Mainstream Living as requested, for approximately \$36,000 (including purchase, asbestos removal, demolition, and closing costs). The final cost will be determined after the contract is completed for the demolition work and all closing costs are known.

Council Member Gartin asked if cities have to go through a process to dispose of real estate assets, to make sure they aren't selling to friends for a deal. He asked if selling to Mainstream Living violates anything legally. City Attorney Mark Lambert referenced the *Iowa Code* that says a city can dispose of property to a non-profit. It can be given away to another governmental entity, but not to a non-profit or another person. He said it's ok for the City to choose a specific buyer and sell it to them. Soliciting bids is an option as well.

Mayor Haila reminded the Council members to be consistent with their goals to meet the needs for Low to Moderate Income (LMI) Housing. Ms. Baker-Latimer noted that a public hearing would still need to be held to dispose of the property to Mainstream Living, and the City would need approval of an agreement.

Vote on Motion: 4-0-1. Voting aye: Martin, Gartin, Nelson, Beatty-Hansen. Voting nay: None. Abstaining: Corrieri. Motion declared carried.

Mayor Haila announced that he made a technical error and needed a motion to adopt a resolution for Item No. 32(a).

EAST INDUSTRIAL UTILITY CONNECTION FEES: Moved by Corrieri, seconded by Nelson, to adopt RESOLUTION NO. 19-616 setting a connection fee using similar language as the Pre-Annexation Agreements for residential properties along Grant (Hyde) Avenue for homesteads. Roll Call Vote: 5-0. Resolution declared adopted unanimously, signed by the Mayor, and hereby made a portion of these Minutes.

LETTER FROM U.S. BOARD OF GEOGRAPHIC NAMES REQUESTING AN OPINION ABOUT A PROPOSAL TO CHANGE THE NAME OF SQUAW CREEK: Mayor Haila reviewed the four options provided by the U.S. Board of Geographic Names: (1) Approve the proposed name Story Creek; (2) Reject the proposed name; (3) Take alternative action; (4) Let the U.S. Board of Geographic Names render a decision without the City's recommendation. He asked if Council was interested in the last option as it would make a short order of the conversation.

Council Members Gartin and Beatty-Hansen commented that they would like to hear public comment.

Mayor Haila opened public comment.

Tasida Barfoot, 4404 Toronto Street, #4, Ames, stated she drives over the Creek in question every day and seeing the sign makes her cringe. She said she's not just here because the sign makes her

cringe; there is a long-standing epidemic of missing and murdered indigenous women - over 6,000 currently. She advised indigenous women face a rate of violence that is ten times that of the rate of women in the general population and a large part of the reason is because there are names such as the ones used at that Creek to refer to indigenous women in a very racialized and sexualized tone. Ms. Barfoot acknowledged that changing this name will not solve the problem, but racism comes after oppression. Racism justifies oppression and makes people blind to it. To end the oppression, the first step is to call out racism and stop it when it is seen. She noted that the current name is racist to her, and asked Council to recommend to the Board to change the name of the Creek.

Piper Wall, 912 Clark Avenue, Ames, mentioned before this came up, she had no idea that “squaw” was an offensive term, but it took almost no time searching to find that out. She is in favor of changing the name, but she does not like the suggestion of Story Creek as it does not start or end, nor is it completely contained, in Story County. She suggested Kit, as a small skunk, since it feeds into the Skunk River, but also suggested checking with First Nation’s People for a suitable alternative.

Javier Miranda, 2905 Oakland Street, Ames, alleged there have been death threats on friends of his who are Lakota people and students at Iowa State University. These threats were made against them on the basis of them being indigenous. He said the name for this Creek is demeaning, dehumanizing, and it perpetuates subjugation that has real material instances beyond the name of a Creek. This Creek should be renamed out of respect for native people and out of respect for missing and murdered indigenous women. Mr. Miranda recommended a name to honor indigenous people or to acknowledge the role that people have in this ecosystem. Renaming a creek is not repatriation of this land, it is not indigenous sovereignty, but it is a necessary step for honoring these people and for some degree of reconciliation.

Linda Murken, 17185 George Washington Carver Avenue, Gilbert, said she serves on the Board of Supervisors who were contacted by the Board of Geographic Names along with two other counties, the City of Ames, and Franklin Township trustees. She commented that this was first discussed last Tuesday at the Story County Board. One thing that people suggested was to talk to tribal leaders. She contacted the state archaeologist office and found that the archaeologist does have a position that the Creek should be renamed. The archaeologist provided a list of emails in the Midwest who are Tribal Historic Preservation Officers. She sent an email out to all 60+ email addresses and received about 20 responses back. The Tribal Historic Preservation Officers are unanimous in that they feel this name should be changed but did not find any consensus necessarily on the name. Maria Pearson, whose Indian name was Running Moccasin, did live in Ames and has national recognition and there are laws that exist now because of her work. Fawn Stubben, who was an Iowa State Student who worked to rename the Creek, was another suggestion. Other names were Meskwaki Creek; Iowa Creek, because the Iowa tribe did live in Central Iowa; Little Deer Creek; Cady Creek after the former Chief Justice, but they did find out that a person has to be deceased five years before having a geographic place named after them; and Hinage, pronounced “in-ah-gay”, which is Iowa for woman. Ms. Murken expressed concerns with Hinage as she didn’t think it would necessarily get spelled or pronounced properly. She didn’t see much support for Story Creek.

Mayor Haila closed public comment after no one else came forward.

Mr. Nelson asked how to move forward if they decide they want to look at options. Mayor Haila advised no time line was established by the Board of Geographic Names. He suggested getting feedback from local Native American representatives out of respect for their heritage.

Moved by Beatty-Hansen, seconded by Corrieri, to respond to the Board that Council is interested in changing the name of Squaw Creek and they need to know a deadline to come up with alternative names, eliminating Story Creek.

Mr. Gartin requested to defer to the process of coming up with a name. Ms. Beatty-Hansen said the feedback seems pretty unanimous that Story Creek is not desired. She asked if Mayor Haila could work with the Board of Supervisors to communicate with the Native Historic Officers to whittle down the list of suggestions and present Council with a few options. Mayor Haila suggested they give two or three names to the Board as acceptable options. Ms. Murken said the Board of Geographic Names meets monthly and they didn't seem like they were in a hurry, but they did say they would like to hear from all the entities. Mr. Gartin said he wanted to acknowledge the work that people did to provide their input.

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

Moved by Beatty-Hansen, seconded by Nelson, to direct the Mayor to work with the Board of Supervisors to come up with suggestions for alternate names.

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

VACATION OF PUBLIC WALKWAY EASEMENTS AT 3802 AND 3806 MARIGOLD DRIVE: Mayor Haila opened the public hearing. After no one came forward, he closed the public hearing.

Moved by Gartin, seconded by Martin, to adopt RESOLUTION NO. 19-617 approving vacation of Public Walkway Easements at 3802 and 3806 Marigold Drive.

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

ORDINANCE REGULATING MASSAGE ESTABLISHMENTS: Assistant City Manager Brian Phillips advised Council that this is the revised version containing four changes that Council directed staff to make from the prior meeting. Those involve changes to the photo display requirement, the purpose statement, adjustments to whether the manager requirement applied to sole proprietorship, and whether the manager name and title needed to be displayed near the photos and licenses or in the customer areas since there may not be a separate customer area. There is a process in the Ordinance to hold a hearing if someone appeals their penalty, but it doesn't specify the time frame for that to happen. City Attorney Mark Lambert drafted language to include a hearing to be held within ten business days or it could be extended beyond that with agreement from both parties to

ensure timely hearings.

According to Mr. Lambert, the ordinance currently states the time to appeal is within seven days of the date of placarding. Mr. Gartin reminded Council they had talked about being cognizant of having too short of an appeal period as it doesn't allow time for the parties to seek legal counsel and that Council tried to have a consistent 30-day appeal period. He asked if there was a downside to the City that they wouldn't want to give a resident 30 days. Mr. Lambert said there is no harm in giving them 30 days, but it is in the business's best interest to appeal quickly as the business will be shut down immediately.

Moved by Gartin, seconded by Nelson, to amend the Ordinance Subsection 10 that the period of appeal be amended from seven days to 30 days.

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

Moved by Martin, seconded by Gartin, to amend Section 8(a) to provide that the hearing shall be convened within ten business days unless both parties agree to an extension of the deadline.

Mr. Lambert corrected Mr. Martin, saying it should be Section 10(a), not 8(a).

Moved by Martin, seconded by Gartin, to make a friendly amendment to amend his previous motion to amend Section 10(a) not 8(a).

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

Mayor Haila opened public comment. After no one came forward, he closed public comment.

Moved by Beatty-Hansen, seconded by Nelson, to approve first passage of ordinance regulating massage establishments, as amended.

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

ORDINANCE REZONING WITH MASTER PLAN PROPERTY LOCATED AT 507 LINCOLN WAY FROM DOWNTOWN GATEWAY COMMERCIAL (DGC) TO HIGHWAY-ORIENTED COMMERCIAL (HOC): Council Member Nelson announced that he will be abstaining from this discussion due to a conflict of interest, which was consistent with all other discussions of this property.

Planning and Housing Director Kelly Diekmann reviewed Council's request to have proof in a written agreement about Starbucks relocating to this site. The applicant provided a letter of intent, which is a non-binding real estate document. Mr. Diekmann advised Council that they need to decide if the letter of intent is sufficient for their request or if they will require a binding agreement.

Mayor Haila opened public comment. He closed public comment after nobody came forward to speak.

Council Member Gartin asked for a recommendation from staff. Mr. Diekmann advised there isn't much in the agreement besides the dates, store size, and location. Council Member Martin expressed concern about the Council not seeing the plans for the proposed development. Mayor Haila asked if they are straying too far from the topic. Mr. Lambert explained that Council is trying to decide if they should proceed with third reading, so it's fine to have the discussion to lead up to making the decision.

Chuck Winkleblack, 105 S 16th Street, Hunziker Companies, commented that the project has been bounced around due to a lack of communication and commitment from the owner of Starbucks because of a language barrier. There are two different groups working on the project. All of the property will be under contract or owned by one developer or a group that controls all the property. Then they will meet with City staff prior to coming to Council. He said they can't move forward until City Council has approved the request.

According to Mr. Diekmann, City staff has been working with Argent to negotiate the project which has been ever-evolving and nothing has been concrete enough to bring anything back to Council. There is no full formal proposal on the site which is why Council hasn't seen any plans. Mr. Winkleblack said the general concept has been shared with staff.

Moved by Gartin, seconded by Beatty-Hansen, to approve third reading.

Mr. Martin commented that he wanted people to understand that Council isn't just approving this because something might happen, but because this has been a well-developed plan.

Vote on Motion: 4-0-1. Voting aye: Martin, Gartin, Beatty-Hansen, Corrieri. Voting nay: None. Abstaining due to a Conflict of Interest: Nelson. Motion declared carried.

DISPOSITION OF COMMUNICATIONS TO COUNCIL:

Memo from Staff dated November 22, 2019, Regarding Response to Climate Action Team Letter:

Moved by Gartin, seconded by Nelson, to make this memo be part of the goal-setting retreat.

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

Memo from Joel Hochstein, Chair, Ames Human Relations Commission dated November 21, 2019, Regarding Annual Goal Setting Retreat: Moved by Beatty-Hansen, seconded by Martin, to make this memo part of the goal-setting retreat.

Mr. Gartin cautioned that there is a lot in the memo and it would take up an entire goal setting. He asked if they should add the items to an agenda and discuss them in a City Council meeting. Mayor Haila said there are broader items that would be appropriate to be brought to Council in goal setting. Mr. Gartin expressed concern over specific policies and that Council would not have the background to be able to cover everything.

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

Letter from Nathaniel Shea from Tanck, Inc. dated November 22, 2019, Regarding Request for a Text Amendment to Section 29.809(3) Opening Between Buildings: Planning and Housing Director Diekmann explained that this is about redeveloping property in Campustown on the 2500 block of Lincoln Way. This standard applies to the middle of the block, and Mr. Shea would like Council to initiate a text amendment to change it so that they don't have to provide a space in the middle of the block. He noted that this standard has not been applied consistently.

Council Member Gartin asked if this is an isolated topic or if there is a broader value to have a conversation about. Mr. Diekmann advised it's an issue that came out of the Campustown Zoning creation. It's been resolved in different ways in different blocks, and it might be worth reviewing to change it going forward. He said it is not a planning standard.

Moved by Beatty-Hansen, seconded by Nelson for a memo from staff.
Vote on Motion: 5-0. Motion declared carried unanimously.

Letter from Harold Pike dated November 19, 2019, Regarding Combine 2 Lots on Duff Avenue for a Future Client: Mr. Nelson advised Council that this is not an issue at this point.

Email from Norman Burns dated November 14, 2019, Regarding Yard Waste Disposal: Assistant City Manager Brian Phillips commented that a voucher was offered to be used on one of several days so this has been resolved as well. Mr. Phillips asked Council Member Nelson to forward the memo to Public Works Director John Joiner to respond to the email.

COUNCIL COMMENTS:

Council Member Martin recalled a session at the Iowa League of Cities that recommended municipalities adopt an ordinance if a council member fails to vote or refuses to vote.

Moved by Martin, seconded by Beatty-Hansen, requested a memo from the City Attorney on suggestions for wording on an Ordinance.
Vote on Motion: 5-0. Motion declared carried unanimously.

Mr. Gartin encouraged residents in Ward 4 to vote next Tuesday, December 3, at the Ward 4 Run-Off Election.

Moved by Beatty-Hansen, seconded by Gartin, for a memo from staff regarding the fireworks request at North Grand Mall.
Vote on Motion: 4-1. Voting aye: Martin, Gartin, Nelson, Beatty-Hansen. Voting nay: Corrieri.
Motion declared carried.

Moved by Gartin, seconded by Martin, to refer to staff to respond about the quantity of "No Parking" signs and median painting along Dawes Drive.

Mr. Gartin clarified that staff is to respond explaining why actions were taken.

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

Mayor Haila congratulated Mary Greeley Medical Center on being the first organization in Iowa to receive the Malcolm Baldrige Award for Excellence. He also reminded the Council Members that there are several work sessions coming up: December 4 (Ames 2040); Regular Council meetings on December 10 & December 17; and a work session on December 19th (Ames 2040).

ADJOURNMENT: Moved by Nelson to adjourn the meeting at 7:54 p.m.

Rachel E. Knutsen, Deputy City Clerk

John A. Haila, Mayor



REPORT OF CONTRACT CHANGE ORDERS

Period:	<input type="checkbox"/>	1 st – 15 th
	<input checked="" type="checkbox"/>	16 th – End of Month
Month & Year:	November 2019	
For City Council Date:	December 10, 2019	

Department	General Description of Contract	Contract Change No.	Original Contract Amount	Contractor/ Vendor	Total of Prior Change Orders	Amount this Change Order	Change Approved By	Purchasing Contact (Buyer)
Electric Services	Unit 7 Turbine Generator Overhaul Parts	3	\$114,613.67	Mechanical Dynamics and Analysis	\$25,069.45	\$253.30	C Spence	JN
Electric Services	Unit 7 Turbine Generator Overhaul Parts	3	\$265,694.00	Argo TurboService Corporation	\$52,495.89	\$3,991.30	C. Spence	JN
Electric Services	Field Engineering Services for Unit 7 Turbine Generator Overhaul	2	\$200,000.00	General Electric International	\$49,986.22	\$38,000.00	B. Phillips	JN
Public Works	2018/19 Traffic Signal Program (Lincoln Way / Hyland Avenue)	1	\$238,792.73	Van Maanen Electric, Inc.	\$0.00	\$-(765.70)	D. Pregitzer	MA
Electric Services	Unit 7 Turbine Generator Overhaul Parts	4	\$265,694.00	Argo TurboService Corporation	\$56,487.19	\$2,396.51	C. Spence	JN
Electric Services	Unit 7 Turbine Generator Overhaul Parts	5	\$265,694.00	Argo TurboService Corporation	\$58,553.38	\$1,346.10	C. Spence	JN

Department	General Description of Contract	Contract Change No.	Original Contract Amount	Contractor/ Vendor	Total of Prior Change Orders	Amount this Change Order	Change Approved By	Purchasing Contact (Buyer)
Electric Services	Unit 7 Turbine Generator Overhaul Parts	6	\$265,694.00	Argo TurboService Corporation	\$60,229.80	\$10,235.24	D. Kom	JN
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		

MINUTES OF THE AMES CIVIL SERVICE COMMISSION

AMES, IOWA

OCTOBER 24, 2019

The Regular Session of the Ames Civil Service Commission was called to order by Chairperson Mike Crum at 8:15 a.m. on October 24, 2019. As it was impractical for the Commission members to attend in person, Commission Chairperson Mike Crum and Commission Member Charlie Ricketts were brought in telephonically. Commission Member Harold Pike was absent.

APPROVAL OF MINUTES OF SEPTEMBER 26, 2019, REGULAR MEETING: Moved by Crum, seconded by Ricketts, to approve the Minutes of the September 26, 2019, Regular Civil Service Commission meeting, as written.

Vote on Motion: 2-0. Motion declared carried unanimously.

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

Budget Analyst	Amy Crabbs	87
	Patrick Schooley	86*
	Alex Case	78
Process Maintenance Worker	Jason Spicer	84
	Jonathon Friend	83
	Alfred Spouse	82*
	Jason Kelley	76*
	William Harrison	75
	John Holland	75
*Includes Preference Points		
Recreation Manager		
	Adult and Youth Sports and Activities	Ben Flaherty 77
Homewood Golf Course, Ames/ISU Ice Arena, & Furman Aquatic Center	Nathan Pietz	71
	Colby Vlieger	70
Utility Customer Services Clerk	Mackenzie Boileau	79
	Jay Adams	77
	Nancy Beach	74
	Vanessa Cummins	72
Water Plant Assistant Superintendent	Gary Eshelman	84
	Gered Burkhardt	73
	Donald Cote	72

Vote on Motion: 2-0. Motion declared carried unanimously.

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

Applicants:

Resource Recovery Maintenance Operation	Jeremy Taylor	84
	John Rundall	80

Vote on Motion: 2-0. Motion declared carried unanimously.

REQUEST TO EXHAUST MAINTENANCE WORKER ENTRY-LEVEL CERTIFIED LIST:

Bethany Jorgenson, Director of the Human Resources Department, explained the staff's request to exhaust the Maintenance Worker Certified List. There are three qualified candidates remaining on the Certified List. Pursuant to Section 4.2 of the *Civil Service Commission Policies and Procedures*, when a List has diminished to three or fewer candidates, the List may be exhausted to allow a new open recruitment process for the unfilled vacancy. Ms. Jorgenson informed the Commission that the three remaining qualified candidates will be added to the new list to be certified after the new open recruitment process has concluded.

Moved by Crum, seconded by Ricketts, to exhaust the Maintenance Worker Entry-Level Certified List.
Vote on Motion: 2-0. Motion declared carried unanimously.

COMMENTS: The next Civil Service Commission meeting will be November 21, 2019, at 8:15 a.m.

ADJOURNMENT: Moved by to adjourn the meeting at 8:18 a.m.

Michael R. Crum, Chairman

Diane R. Voss, City Clerk

Staff Report

FY 2019-20 Mid-Year Sustainability Report

December 10, 2019

This report provides a mid-year update of the FY2019-20 activities and accomplishments related to the Sustainability Advisory Services contract between the City of Ames and Iowa State University.

BACKGROUND:

On July 1, 2010, the City entered into a contract with Iowa State University to utilize the services of its full-time Director of Sustainability. The contract covers a maximum of 480 hours annually (or no more than 25 percent of the Director of Sustainability's time). The Initial Scope of Services focused on the reduction of electric consumption. As additional opportunities and needs have been identified related to sustainability, the Scope of Services has expanded and diversified. During FY 2019-20, in keeping with the Council's direction, the Scope of Services targets the following priority areas related to energy consumption reduction, as well as adding waste reduction and diversion:

- 1) Continue to work with Public Works Department and Water and Pollution Control Department on reuse and diversion programs related to the waste stream, including – but not limited to – the exploration of a composting and food waste program.

- 2) Continue to support and strengthen the Smart Business Challenge through outreach and recruitment of participants, oversight of Challenge interns, and marketing of outcomes and accomplishments of Challenge participants.

- 3) Continue to represent the City at events that educate residents about ongoing City sustainability efforts, rebates, and waste reduction opportunities including – but not limited to – the Eco Fair and WelcomeFest.

- 4) Coordinate the new Rummage RAMPage at the Ames Intermodal Facility in partnership with the Resource Recovery Plant, Public Relations, CyRide, and Iowa State University, to address concerns that usable housewares and furniture are being needlessly discarded and hard-to-process materials are being sent to the Resource Recovery Plant.

5) Work with various City of Ames departments to select a consultant to create a Greenhouse Gas (GHG) Inventory for Ames. Once a consultant is selected, serve as the City's point of contact with the consultant to facilitate the completion and presentation of the GHG inventory to the City Council.

PROGRESS ON SCOPE OF SERVICES:

1. ***Continue to work with Public Works Department and Water and Pollution Control Department on reuse and diversion programs related to the waste stream, including – but not limited to – the exploration of a composting and food waste program.***

Mid-Year FY2020 accomplishments include the following for Priority Area #1:

- Monitor progress and collect feedback from participants in the City of Ames FWD (Food Waste Diversion) pilot program. To date nearly 100 compost starter kits have been sold, with many participants choosing to use their own buckets and not purchasing a starter kit. More than one ton of food waste has been collected to date – averaging 300-400 pounds per month.

Collaboration partners: Public Works – Bill Schmitt, Mark Peebler and Lorrie Hanson and Public Relations Officer – Susan Gwiasda; also Parks & Recreation has assisted by selling kits at the Community Center Gym.

2. ***Continue to support and strengthen the Smart Business Challenge through outreach and recruitment of participants, oversight of Challenge interns, and marketing of outcomes and accomplishments of Challenge participants.***

Mid-year FY2020 accomplishments include the following for Priority Area #2:

- Continue recruitment of additional businesses to add to the existing 34 Smart Business Challenge participants, as well as efforts to certify additional current participants, resulting in one bronze, six silver, three gold and 10 platinum-certified businesses.
- Annual Smart Business Challenge Recognition Event is scheduled for Thursday, January 23, from 11am-1:30pm at Reiman Gardens. Adam Hammes, Executive Director of The Iowa Sustainable Business Forum will be our keynote speaker. Newly certified platinum business being recognized at the event are: 3M and REG.

Collaboration partners: Electric Services – Don Kom and Kayley Lain; Public Works – Bill Schmitt, Mark Peebler and Lorrie Hanson; Water & Pollution Control – John Dunn; The Energy Group; The Iowa Department of Natural Resources’ Iowa Waste Exchange Program; Volunteer Center of Story County, and Public Relations Officer – Susan Gwiasda

3. Continue to represent the City at events that educate residents about ongoing City sustainability efforts, rebates, and waste reduction opportunities including – but not limited to – the EcoFair and WelcomeFest.

Mid-year FY2020 accomplishments include the following for Priority Area #3:

- Participated in the Iowa State University WelcomeFest.
- Continued a monthly radio program on KHOI focused on community sustainability accomplishments, initiatives, and opportunities.
- Continued sharing of City of Ames sustainability efforts as part of speaking engagements.
- Continued sharing of City of Ames and Ames community volunteer opportunities and sustainability events via Live Green! Monthly newsletter, Live Green! social media platforms and targeted emails.
- Continued work with Ames Electric Services in supporting the community solar project, through marketing, outreach, and public education assistance.

4. Coordinate the new Rummage RAMPage at the Ames Intermodal Facility in partnership with the Resource Recovery Plant, Public Relations, CyRide, and Iowa State University, to address concerns that usable housewares and furniture are being needlessly discarded and hard-to-process materials are being sent to the Resource Recovery Plant.

Year end FY19 accomplishments include the following for Priority Area #4:

- The fourth annual Rummage RAMPage was held July 26 to Aug 3, 2019. The event surpassed last year’s impact, both in tonnage diverted and support provided to community non-profits through sales. More than 58 tons of furniture and housewares (116,424 pounds) was diverted from being landfilled (an increase of 12%) and \$33,194 was raised for the local non-profit agencies (nearly a \$15,000 increase from last year). As with the 2018 event, tremendous support was received from ISU Parking, several City departments, the Volunteer Center of Story County, and 22 community non-profit organizations providing nearly 1,300 hours of service.

- In addition to collecting items to sell, clothing, shoes, linens, books, DVDs, CDs, and non-perishable, unexpired food were once again collected and donated to community non-profit organizations for beneficial and value-added distribution.
- The ROAR (Rehoming Our Animals/Aquariums Responsibly) initiative, ensuring an opportunity for drop-off of pets that are not able to be moved with residents or residents are no longer able to care for – rather than releasing them – collected two painted turtles that were rehomed.
- Planning will kick-off in January for the 2020 Rummage RAMPage event scheduled for July 24 – August 3 (extended to 11 days).

Collaboration partners: Iowa State University Parking Services, Volunteer Center of Story County, Iowa Department of Natural Resources, Story County Conservation, Iowa Wildlife Center, Resource Recovery Plant, Ames Police, Ames Electric Services, Ames Animal Shelter, Ames Parks & Recreation, Ames Water & Pollution Control, Ames Public Works, Public Relations Office, and community non-profit organizations and volunteers

5. *Work with various City of Ames departments to select a consultant to create a Greenhouse Gas (GHG) Inventory for Ames. Once a consultant is selected, serve as the City's point of contact with the consultant to facilitate the completion and presentation of the GHG inventory to the City Council.*

Mid-year FY2020 accomplishments include the following for Priority Area #5:

- Collaborated with City staff to develop and distribute an RFP for the completion of a community GHG inventory. Received responses from five consulting firms.
- Interviewed top firms with City review team and followed up with reference checks of preferred vendor. Assisted in recommendation to Council to award contract.
- Collaborated with City staff to finalize contract language and confirm contract with PaleBLUEDot.
- A kick-off meeting with City staff and PaleBlueDot was held on December 3 to confirm new schedule and begin scope of work.

Collaboration partners: Electric Services – Kayley Lain; Public Works – Bill Schmitt; Planning Services – Kelly Diekmann; Water & Pollution Control – Dustin Albrecht; City Manager's Office – Deb Schildroth, Susan Gwiasda, and Tasheik Kerr; Purchasing – Karen Server



MEMO

Item No. 8

To: Mayor John Haila and Ames City Council Members
From: Lieutenant Tom Shelton, Ames Police Department
Date: November 29, 2019
Subject: Beer Permits & Liquor License Renewal Reference City Council Agenda

The Council agenda for December 10, 2019 includes beer permits and liquor license renewals for:

- Class C Beer Permit Class B Wine and Sunday Sales – Casey's General Store #2298, 428 Lincoln Way
- Class C Liquor License with Sunday Sales – 1 Night Stand, 124 Welch
- Class C Liquor License with Sunday Sales – Cyclone Liquors, 626 Lincoln Way
- Class B Liquor License with Sunday Sales – Quality Inn & Suites, Starlite Village Conference, 2601 E. 13th St.
- Class C Liquor License with Outdoor Service and Sunday Sales – Cafe Beau, 2504 Lincoln Way
- Class B Beer with Outdoor Service and Sunday Sales – Torrent Brewing Co LLC., 504 Burnett Ave

A review of police records for the past 12 months found no liquor law violations for any of the above locations. The Ames Police Department recommends renewal of licenses for all the above businesses.



MEMO

Legal Department

Item No. 9

To: Mayor Haila and Ames City Council

From: Mark O. Lambert, City Attorney

Date: December 6, 2019

Subject: Extension of deadline to move to Ames.

I am requesting that the Council approve an extension of my deadline for moving to Ames until August 31, 2020.

Because of a variety of factors, I have yet to find a home in Ames. My youngest daughter graduated from high school in May, and from June through end of November most of my spare time has been taken up with issues regarding my elderly parents.

The deadline was November 1, which I have obviously missed. I still plan to, and am excited about, moving to Ames but I am requesting additional time to do so. August 31 would give me enough time to take advantage of the prime house buying/selling season in Ames, but hopefully my move will be in the Spring or Summer.

COUNCIL ACTION FORM

SUBJECT: TITLE VI CIVIL RIGHTS COMPLIANCE

BACKGROUND:

Title VI of the Civil Rights Act of 1964 prohibits discrimination in providing government services. Every five years, the City is subject to a compliance review to ensure the City meets all the requirements of Title VI. This review is conducted by the Iowa Department of Transportation (DOT).

City staff has completed a Title VI Compliance Site Review Tool and reviewed it in a discussion with a representative of the Iowa DOT Civil Rights Team. The review tool must now be submitted for DOT approval.

In addition, the City must sign Standard DOT Assurances. This agreement obligates the City to ensure that its contractors will comply with Title VI. DOT requires these assurances to be approved every five years or whenever there is a change in the Office of the Mayor.

The City is required to have a Title VI Coordinator, who is responsible for implementation and compliance with the City's Title VI plan. The Title VI Coordinator is currently Assistant City Manager Brian Phillips. The City also has an ADA Coordinator who is responsible for ADA compliance. That role is assigned to Assistant City Manager Deb Schildroth. Because these roles are complementary, the City Manager has appointed Deb Schildroth to be responsible for both ADA compliance and Title VI coordination. DOT has requested that this appointment be approved by the City Council.

ALTERNATIVES:

1.
 - a. Approve the Title VI Compliance Site Review Tool
 - b. Approve the Standard DOT Assurances
 - c. Approve the appointment of Assistant City Manager Deb Schildroth as Title VI Coordinator
2. Do not approve the Title VI documents or the appointment of the Title VI Coordinator.

CITY MANAGER’S RECOMMENDED ACTION:

The City is required to comply with Title VI regulations. The approval of the Title VI Site Review Tool and Standard DOT Assurances will keep the City in good standing regarding Title VI compliance. The approval of Deb Schildroth as the City’s Title VI Coordinator will allow ADA and Title VI compliance to become the responsibility of one person.

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



www.iowadot.gov

TITLE VI COMPLIANCE SITE REVIEW TOOL



SUB-RECIPIENTS - LOCAL PUBLIC AGENCIES

Iowa Department of Transportation
800 Lincoln Way
Ames, IA 50010

Revised 12-06-2011
Revised 03-10-2014
Revised 12-18-2014
Revised 06-17-2015a

I. TITLE VI SITE REVIEW INFORMATION

Review Date: November 20, 2019

Agency: City of Ames, IA

Location: 515 Clark Avenue, Ames IA 50010

A. IOWA DEPARTMENT OF TRANSPORTATION REVIEWER:

Steven Kerber Affirmative Action and Compliance Officer
Name Title

Address: 800 Lincoln Way

City/State: Ames, Iowa Zip Code/County: 50010/Story

Phone: 515-239-1483 Fax: (515)239-1175

Email: steven.kerber@iowa.dot.us

B. SUB-RECIPIENT REPRESENTATIVES:

Brian Phillips Assistant City Manager / Title VI Coordinator
Name Title

Deb Schildroth Assistant City Manager / ADA Coordinator
Name Title

John Joiner Public Works Director
Name Title

Vanessa Baker-Latimer Housing Coordinator
Name Title

Karla Kudart FHWA Representative
Name Title

C. LPA's TITLE VI COORDINATOR:

Brian Phillips Assistant City Manager
Name Title

Phone: 515-239-5101 Fax: 515-239-5142

Email: bphillips@city.ames.ia.us

II. SUB-RECIPIENT PROFILE

A. AGENCY INFORMATION:

Recipient: City of Ames, Iowa

Administrative Head: Steven L. Schainker City Manager
 Name Title

Address: 515 Clark Avenue

City/State: Ames, IA Zip Code/County: 50010 Story

Phone: 515-239-5101 Fax: 515-239-5142

Email: sschainker@city.ames.ia.us

B. SUB-RECIPIENT PROJECT OVERVIEW

PROJECT DESCRIPTION	FUNDING AMT

C. Please list the Program (s) or Service (s) receiving financial assistance from the Iowa Department of Transportation and the amount received for the current year.

PROGRAMS/SERVICES	FUNDING AMT	RECURRING (YES/NO)
ISU Research Park Phase IV	\$1,294,354	No
Shared Use Path Expansion	\$159,000	Yes
CyRide Building Expansion & Modernization	\$517,042	Yes
CyRide Vehicle Replacement	\$225,000	Yes

III. TITLE VI CERTIFICATIONS AND ASSURANCES & ADA COMPLIANCE

A. Has the agency signed and submitted its Title VI Assurances? Yes No (Please provide a copy)

B. Has the sub-recipient submitted its Title VI Program plan to the Iowa Department of Transportation?
Note: Agencies with population over 250,000 are required to have a Title VI Plan. Agencies with a population under 250,000 are required to have Title VI Nondiscrimination Agreement.
 Yes No If yes, date submitted: _____

C. Does the agency complete an annual Title VI Accomplishment and Goals report? Yes No
 (Please provide a copy) *Note: Agencies with populations over 250,000 must submit to the Iowa DOT by September 1st. Agencies with populations less than 250,000 must prepare and retain on file for 3 years*

D. Does the agency have a Title VI Policy? Yes No (Please provide a copy)

E. What is the process used by sub-recipients to assure Title VI compliance? Please explain:
The City has a Title VI compliance plan, which outlines the City's compliance policies, complaint procedures and other activities to ensure compliance with Title VI. The City incorporates non-discrimination assurances in its contracts with vendors. It has established language communication guidelines for persons with limited English proficiency to ensure meaningful access to programs and activities. These procedures include posting language identification charts at offices throughout the City organization and providing over-the-phone interpretation services for individuals who speak a language other than English. Information about Title VI is posted throughout City departments on bulletin boards and at the main public posting board in the front of City Hall.

F. Are the Title VI Assurances appendixes included in all contracts? Including deeds, permits, and leases.
 Yes No (Please provide a contract with the Title VI provisions.)

G. Are planning manuals, directives, guidelines, operational procedures, and policies reviewed for Title VI compliance purposes? (Example: Contractor selection procedures and appraisal process for ROW.)
 Yes No

H. Does the agency have an ADA Coordinator? Yes No If yes, where can the public find contact information for the ADA Coordinator?
Information is available on the City's website (www.cityofames.org) at a page dedicated to ADA policy and complaints. Information can also be found within the City's ADA Transition Plan.

I. Does the agency have an ADA Transition Plan? Yes No If yes, how does the agency disseminate this information to the public?
Information is available on the City's website (www.cityofames.org) at a page dedicated to ADA policy and complaints.

IV. SUB-RECIPIENT DEMOGRAPHIC INFORMATION

A. CITY/COUNTY POPULATION & DEMOGRAPHIC INFORMATION:

Total Population of Local Public Agency (LPA): 67,155 (2018 Estimate)

RACE/ETHNICITY

RACE	NUMBER	%	HISPANIC		
			ORIGIN	NUMBER	%
White	56,328	83.9%	Hispanic or Latino	2,978	4.4%
Black or African American	3,126	4.7%	Mexican	n/a	n/a
Am. Indian or Alaskan Native	699	1.0%	Puerto Rican	n/a	n/a
Asian	8,582	12.8%	Cuban	n/a	n/a
Native Hawaiian or other Pacific Islander	0	0%	Other Hispanic or Latino	n/a	n/a
Some other race	1,538	2.3%			

SEX

SEX	NUMBER	%
Male	36,077	53.7%
Female	31,078	46.3%

AGE

AGE	NUMBER	%
Under 19 years of age	17,267	25.7%
20 – 64 years of age	43,299	64.5%
65 & over	6,589	9.8%

POVERTY

	NUMBER	%
Below poverty level	14,469	25.8%
At or above poverty level	41,613	74.2%

FOREIGN-BORN POPULATION

	NUMBER	%
Total foreign-born	9,504	13.8%
Speaks English “not well” or “not at all”	4,303	6.7%

DISABILITY

TYPE	NUMBER	%
Total Disabled Population	6,159	9.2%
Employment Eligible		
Employed		

V. PUBLIC NOTIFICATION OF RIGHTS & ACCESSIBILITY

A. Is Title VI (i.e. Policy and/or Title VI Plan) information publicly displayed and accessible to staff and service beneficiaries? Yes x No _____ If yes, please describe mechanism:
A Title VI poster is posted on the City Hall public notice board in the front entry to the building. Additional posters and informational pamphlets are posted throughout City offices at public desks and in common areas. Title VI policy is included on the City’s web site.

B. Does all Title VI related information and materials identify the name and contact information to whom complaints should be referred? Yes x No _____

- C. Does the sub-recipient disseminate Title VI information to employees, clients and constituents? Yes x No _____ If yes, please describe process: The City provides a statement of its non-discrimination employment policy in the Personnel Policies and Procedures Handbook, which is discussed with employees as they are hired and is available from the City's Human Resources Department either in print or on an internal City webpage. Title VI information is available on the City's webpage or from the City Manager's Office. A Title VI brochure is available in City offices and Title VI information is available on posters throughout employee and public areas within City facilities.
- D. Does the sub-recipient provide Title VI training to agency staff? Yes X No _____ (Please provide documentation as to when, to whom, and what was presented.)

VI. LIMITED ENGLISH PROFICIENCY (LEP) PLAN

- A. Does the sub-recipient have a Limited English Proficiency (LEP) plan? Yes x No _____ If yes, when was the self-assessment? 2014
- B. What steps has the sub-recipient taken to ensure meaningful access to the benefits, services, information, and other important components of its programs and services to persons with Limited English Proficiency? Please describe:
 The City has set up an account with a telephone interpretation service, which allows staff to communicate with an LEP individual about City business. The City's website can be translated using Google Translate, which provides information about the City's programs, governance, services, documents, and contact information. Listings of City staff who can translate are available in the LEP plan.

VII. TRANSPORTATION (BOARDS AND COMMISSIONS)

- A. List transportation-related appointed board(s), commission(s), or advisory board(s), if any:
 The Ames Transit Agency Board of Trustees membership is appointed by the City, the Iowa State University Student Government, and by Iowa State University. It does not report to the City Council

RACIAL/ETHNIC BREAKDOWN OF THE TRANSPORTATION-RELATED BOARD(S) AND/OR COMMISSION(S):

GROUP	NUMBER
White	5
Black or African American	
Am. Indian or Alaskan Native	
Asian	
Native Hawaiian or other Pacific Islander	
Hispanic – White	1
Hispanic – Non-White	

Other - Unknown	
-----------------	--

VIII. PUBLIC PARTICIPATION AND OUTREACH

A. Please provide documentation/evidence describing efforts to identify and involve minority and low-income residents and communities within your service area in the decision-making process:

City Council meetings are held at Ames City Hall, which is accessible by car and is a major transit bus transfer point. These meetings are televised and streamed live online, which offer ample opportunities to understand the decision making process. Special meetings are held for specific construction projects. Affected areas are notified by mailings, fliers, and local news media. These meetings may be held at City Hall, but are also often held at a community location near the project area to encourage participation. Additionally, information about projects is posted on the City's website. Depending on the scope of the project, a virtual project meeting may be recorded and posted on the City's website to allow a thorough understanding of the project and inform residents of various ways to communicate with City officials with feedback. These methods provide for a variety of opportunities to be informed of and communicate feedback regarding proposed actions in the community.

B. Please describe the methods used to inform low-income, and minority populations of planning efforts for transportation-related services and/or improvements:

The City sends out mailings and distributes fliers to residents adjacent areas where projects are planned. Public notices are printed in the local newspaper regarding upcoming projects. The City utilizes email notification lists, facebook, twitter, and other social media to inform residents about upcoming projects and planning efforts. Information is posted on the City's website, and planning efforts are discussed during City Council meetings, which are open to the public, available for viewing on the government access cable channel, or available for livestreaming and watching on demand via the City's website.

C. List minority and/or community media utilized to ensure notification of public meetings or public review of agency documents for residents in minority and low-income communities:

City news releases are distributed to the Ames Tribune, the Iowa State Daily, the Ames Convention and Visitors Bureau, the Ames Chamber of Commerce, WOI News in Des Moines, the Des Moines Register, Hunziker and Associates Realtor Newsletter, Ames Main Street, Campustown Action Association, the Ames Community School District, Iowa State University News Service, Ames City Channel 12, Radio Iowa in Marshalltown, KASI 1430 Radio, Now 105.1 FM Radio, ISU TV, KHOI Community Radio, the Nevada Journal, KCCI News, WHO News, the Tri County Times, the City of Ames Facebook and Twitter followers, Ames Police Facebook and Twitter followers, the City Side newsletter mailed to 22,000 utility bill customers, and the Neighborhood News quarterly postcard mailed to 2,000 households. The City's website is also kept up to date with a calendar of City-sponsored meetings.

D. List adverse social, environmental, economic or demographic impacts identified on any planned or programmed transportation-related projects during the last two years:

None

E. Are accessible locations and translation services considered or provided during public outreach sessions? Do you notify the public of available accessibility services? (Please provide a copy.) Please describe:

Public meetings are held in accessible locations, such as Ames City Hall. The City's Title VI Plan outlines the City's translation services policy for public meetings. Translation is provided with prior notice.

F. Is the data collected and retained on the attendance at public sessions? Is the information broken down by race, color, national origin and sex? Yes _____ No x (Please provide a copy of data or voluntary data collection form.)

IX. INVESTIGATION AND COMPLAINT PROCESSES

A. Does your agency have written procedures for responding, recording, and resolving Title VI and ADA investigations complaints, lawsuits? Yes x No _____ Please provide a copy of procedures.

B. Has your agency made the public aware of the right to file a complaint? Yes x No _____ If so, by what mechanism?

The complaint policy is in the ADA plan, which is located on the City's website and is available from the City Manager's Office.

C. Please list any Title VI complaints on the basis of race, color and national origin in your agency in the past two years:

None

Were the complaints investigated? Yes _____ No _____ By whom? _____

1. If "yes" provide a summary of the findings of the investigation, include a copy of the complaint and any correction action taken by the agency.

2. If "no" provide a reason for not investigating the complaint.

X. DECLARATION OF THE RESPONDENT

I declare that I have provided information as part of the Title VI Site Review to the best of my knowledge and believe it to be true, correct, and complete.

Respondent

Date

XI. DECLARATION OF THE ADMINISTRATIVE HEAD

I declare that I have reviewed and approved the information provided in the Title VI Site Review and to the best of my knowledge believe it to be true, correct, and complete.

Administrative Head

Date

NOTES:

RECOMMENDATIONS:

The United States Department of Transportation (USDOT)

Standard Title VI/Non-Discrimination Assurances

DOT Order No. 1050.2A

The _____ (herein referred to as the “Recipient”), **HEREBY AGREES THAT**, as a condition to receiving any Federal financial assistance from the United States Department of Transportation (DOT), through the **Federal Highway Administration (FHWA)**, is subject to and will comply with the following:

Statutory/Regulatory Authorities

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 C.F.R. Part 21 (entitled *Nondiscrimination In Federally-Assisted Programs Of The Department Of Transportation—Effectuation Of Title VI Of The Civil Rights Act Of 1964*);
- 28 C.F.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);

The preceding statutory and regulatory cites hereinafter are referred to as the “Acts” and “Regulations,” respectively.

General Assurances

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

“No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity,” for which the Recipient receives Federal financial assistance from DOT, including the FHWA.

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973) by restoring the broad, institutional-wide scope and coverage of these non-discrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

Specific Assurances

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted **Federal Highway Program**:

1. The Recipient agrees that each “activity,” “facility,” or “program,” as defined in §§ 21.23 (b) and 21.23 (e) of 49 C.F.R. § 21 will be (with regard to an “activity”) facilitated, or will be (with regard to a “facility”) operated, or will be (with regard to a “program”) conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.

2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all **Federal Highway Programs** and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

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

3. The Recipient will insert the clauses of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
 - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:
 - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal

financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.

10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, aaaaaaaaaaaaaaaaaa also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing the **FHWA** access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by the **FHWA**. You must keep records, reports, and submit the material for review upon request to **FHWA**, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

_____ gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the **Federal Highway Program**. This ASSURANCE is binding on **Iowa**, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the **Federal Highway Program**. The person (s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

(Name of Recipient)

by _____
(Signature of Authorized Official)

DATED _____

APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, **Federal Highway Administration**, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor’s obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the **Federal Highway Administration** to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the **Federal Highway Administration**, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor’s noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the **Federal Highway Administration** may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the **Federal Highway Administration** may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

APPENDIX B

CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting interest therein from the United States pursuant to the provisions of Assurance 4:

NOW, THEREFORE, the Department of Transportation as authorized by law and upon the condition that the _____ will accept title to the lands and maintain the project constructed thereon in accordance with laws of the state of Iowa, the Regulations for the Administration of **Federal Highway Program**, and the policies and procedures prescribed by the **Federal Highway Administration** of the U.S. Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the _____ all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

(HABENDUM CLAUSE)

TO HAVE AND TO HOLD said lands and interests therein unto _____ and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the _____, its successors and assigns.

The _____, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, or national origin be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed [.] [and]* (2) that the _____ will use the lands and interests in lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended[, and (3) that in the event of breach of any of the above-mentioned non-discrimination conditions, the Department will have a right to enter or re-enter said lands and facilities on said land, and that above described land and facilities will thereon revert to and vest in and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this instruction].*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to make clear the purpose of Title VI.)

APPENDIX C

CLAUSES FOR TRANSFER OF REAL PROPERTY ACQUIRED OR IMPROVED UNDER THE ACTIVITY, FACILITY, OR PROGRAM

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the _____ pursuant to the provisions of Assurance 7(a):

- A. The (grantee, lessee, permittee, etc. as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add “as a covenant running with the land”] that:
1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for a purpose for which a U.S. Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (grantee, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations (as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.
- B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, _____ will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) had never been made or issued.*
- C. With respect to a deed, in the event of breach of any of the above Non-discrimination covenants, the _____ will have the right to enter or re-enter the lands and facilities thereon, and the above described lands and facilities will there upon revert to and vest in and become the absolute property of the _____ and its assigns.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

APPENDIX D

CLAUSES FOR CONSTRUCTION/USE/ACCESS TO REAL PROPERTY ACQUIRED UNDER THE ACTIVITY, FACILITY OR PROGRAM

The following clauses will be included in deeds, licenses, permits, or similar instruments/ agreements entered into by _____ pursuant to the provisions of Assurance 7(b):

- A. The (grantee, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, “as a covenant running with the land”) that (1) no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (grantee, licensee, lessee, permittee, etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended, set forth in this Assurance.
- B. With respect to (licenses, leases, permits, etc.), in the event of breach of any of the above Non-discrimination covenants, _____ will have the right to terminate the (license, permit, etc., as appropriate) and to enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.*
- C. With respect to deeds, in the event of breach of any of the above Non-discrimination covenants, _____ will there upon revert to and vest in and become the absolute property of _____ and its assigns.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21;
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 *et seq.*), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 -- 12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures non-discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 *et seq.*).

COUNCIL ACTION FORM

SUBJECT: MEMORANDUM OF UNDERSTANDING WITH IOWA STATE UNIVERSITY FOR TEMPORARY TRAFFIC SIGNAL AT INTERSECTION OF STATE AVENUE AND MORTENSEN ROAD

BACKGROUND:

Traffic volumes and congestion at the intersection of State Avenue and Mortensen Road have increased beyond what the current 4-way stop can accommodate. The City of Ames has jurisdiction over half of the adjacent roadways, while Iowa State University controls the other half of roadways at this intersection. A Memorandum of Understanding has been prepared with Iowa State University to evenly split the costs of a temporary traffic signal. The City's share is projected to be \$40,000. Savings from the 2018/19 Traffic Signal Program (Lincoln Way / Hyland Avenue) is available (\$43,000) for this project. The installation of the temporary signal is expected to be completed in spring of 2020.

Iowa State University currently has funds programmed in 2023 for installation of a permanent signal at this intersection, but may be able to expedite the project to 2021 at the earliest. Next fall, City staff will coordinate with Iowa State University to review funding and program the permanent signal project and include the City's share of this project in the 2021-25 Capital Improvements Plan.

ALTERNATIVES:

1. Approve the MOU with Iowa State University for construction of a temporary traffic signal at the intersection of State Avenue and Mortensen Road.
2. Reject the Agreement.

MANAGER'S RECOMMENDED ACTION:

Approval of this agreement with Iowa State University will allow construction of the temporary traffic signal to occur in spring 2020. This signal will significantly improve traffic flows in the area. Delay or rejection of this agreement could delay this signal project by at least one year and could require additional funding.

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

City of Ames – ISU
MEMORANDUM OF UNDERSTANDING –
TRAFFIC SIGNAL AT MORTENSEN ROAD AND STATE AVENUE

THIS MEMORANDUM OF UNDERSTANDING (“Agreement”) is made and entered into this ____th day of _____, 2019, by and between CITY OF AMES, IOWA (hereinafter called “City”) and IOWA STATE UNIVERSITY OF SCIENCE AND TECHNOLOGY (hereinafter called "ISU");

WITNESSETH:

WHEREAS, the City and ISU recognize that traffic at the intersection of Mortensen Road and State Avenue has increased in recent years; and,

WHEREAS, both the City and ISU each own 50% of the adjacent roadways; and,

WHEREAS, the City plans for work and improvements to design and install a temporary traffic signal at the intersection of Mortensen Road and State Avenue; and,

WHEREAS, ISU recognizes the benefit of aforementioned signal and agrees to participate in order to make needed improvements;

NOW, THEREFORE, in consideration of these premises and of the mutual promises hereinafter set out, the parties hereto do agree and covenant as follows:

I
PARTIES

A. The Parties to this agreement are the City and ISU. No other parties shall be admitted to this Agreement, nor shall there be any assignment of this Agreement without the express written consent of the existing parties hereto.

B. It is not the intention of the parties to this Agreement that any new legal entity be created by virtue of this Agreement, and the provisions of this Agreement shall not be deemed to have created a partnership, trust or other legal entity.

II
DURATION

Both the City and ISU recognize that a temporary traffic signal is desired until both parties can program sufficient funds to build a permanent traffic signal, and associated accessible pedestrian facilities. Construction of the temporary traffic signal is anticipated to be completed during Spring of 2020.

III
RESPONSIBILITIES

The work is not anticipated to be on ISU property so no access or construction agreement is necessary.

The City will oversee engineering, project management, procurement of all materials & installation and construction observation for installation of all temporary traffic signal work.

ISU agrees to pay for one half of the actual costs for design, construction, inspection, and project management associated with the temporary traffic signal. ISU's portion is estimated at \$40,000. A purchase order will be prepared to address payment of actual costs.

ISU staff will review and comment on the construction plans and give the City approval to proceed with letting the project. After bids are opened and the responsible low bidder is established, ISU will review bids and provide approval to proceed. ISU will be given the opportunity to review change orders.

At the end of the project, final expenses will be reviewed and ISU will reimburse the city for one half of the actual expenses as described above.

City will be responsible for operation and routine maintenance of the temporary traffic signal upon completion of construction. Any major repair or replacement of the traffic signal required in the future shall be discussed by the City and ISU. The City and ISU shall mutually agree on whether a major repair or replacement is necessary and the timing of the repair or replacement. Costs shall be split between the City and ISU equally.

IV
TIME OF THE ESSENCE

It is agreed and understood by the parties to this Agreement that time is of the essence in performance of any action provided in this Agreement.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be signed by their authorized representatives as of the date first above written.

AMES, IOWA

IOWA STATE UNIVERSITY

By: _____
John Haila, Mayor
City of Ames

By: _____
Pam Cain, Interim Senior VP for Operations
and Finance, Iowa State University

MEMO

Legal Department

Item No. 12

To: Mayor Haila, Ames City Council

From: Mark O. Lambert, City Attorney

Date: December 5, 2019

Subject: Terminating Healthy Life Center Agreements

The Ames City Council had approved four agreements with other entities regarding the proposed Healthy Life Center. As you know, the bond referendum held in September did not receive enough votes to pass.

The agreements with Mary Greeley Medical Center, Story County, and Heartland Senior Services all stated that they would terminate if the City failed to construct the Healthy Life Center (HLC). Although one could presume that since the bond issue did not pass the HLC will not be built, it would be clearer to have a statement from both sides cancelling the agreements, so a record of the termination can be made.

The resolutions on the Council agenda are to terminate:

- a. the HLC agreement with Mary Greeley Medical Center.
- b. the HLC agreement with Story County
- c. the HLC agreement with Heartland Senior Services.

The boards of all three entities also will be taking action also to terminate the agreements.

The fourth HLC agreement, with Iowa State University, is not being terminated at this time, pending further discussions about the possibility of other potential joint projects.

The City Attorney's office is recommending that the Council take action to cancel the Healthy Life Center agreements, so there is a clear record they have been cancelled.

#

COUNCIL ACTION FORM

SUBJECT: ARANET ADVANCED WIRELESS RESEARCH PROPOSAL

BACKGROUND:

Iowa State University is preparing a proposal entitled “AraNet: Wireless Living Lab for Smart and Connected Rural Communities” for submittal to the national Platforms for Advanced Wireless Research (PAWR) program (<https://www.advancedwireless.org/>). It is believed this program is the first of its kind, globally. The envisioned network will enable trustworthy, ultra-high reliability, and ultra-low latency (TURL) wireless communication to provide transformative applications in various domains such as agriculture, rural education, transportation, power grid, public safety, municipal services, and manufacturing.

ISU submitted a similar proposal in 2018. That proposal was short-listed as one of the very few finalists but ultimately was not selected for funding. The proposing team has been strongly encouraged to refine and resubmit its proposal. Research staff has consulted with the grant review team and has made a number of updates to the proposal from last year. These include having a sharp focus on topics critical to the rural communities (e.g., agriculture and rural education), refining the engineering and execution details of the project, and refining the management plan and sustainability plan.

The PAWR program is intended for university-city-industry proposals and includes \$100,000,000 to award between four projects; three having been funded and one more to be funded in 2020, with a special focus on rural broadband. The program is sponsored by the National Science Foundation (NSF) and funded equally between NSF and a group of industry partners.

AraNet would provide a wireless network platform across ISU, Ames, Nevada, and other surrounding rural cities/communities and farms. **It must be emphasized that this network is not intended as an internet service provider for individual customers, but rather to provide a platform for a “living lab” for wireless research related to municipal services.** Potential city-service related research could include projects such as:

- AR/VR-based agricultural education
- Communication for traffic adaptive signal corridors
- Snow and ice control monitoring and planning for routes and conditions
- Mobile data and communication for public safety
- Continuous data gathering by CyRide and police
- Electric service and usage monitoring
- At-home tele-medicine monitoring and treatment applications

The proposal does not require any financial commitment from the City for the development and deployment of the network. In fact, the proposal requirements prohibit providing any funds. However, the City is being asked to allow the network infrastructure in the right-of-way and cooperate in finding appropriate locations for transmission equipment on electric poles, street lights and traffic signals.

The first five years of installation, development, deployment, operation and management would be entirely funded by the NSF grant. Following that period, the City is being asked to provide representation on an AraNet Consortium controlling board and on operational working groups. The City would also provide advice to the Consortium on developing strategies for the long-term viability for the AraNet system. Additionally, a portion of the bandwidth of the network would be dedicated to the City as a living lab for providing municipal services.

The proposal submission is due by December 13, 2019. As part of the submittal, a support letter from the City is required and is attached. A small group of proposals will be selected as finalists by February 2020. NSF will then conduct site visits of those locations around March 2020. The winning projects will be announced in summer 2020.

ALTERNATIVES:

1. Authorize the Mayor to submit the attached letter of support and commit to the six points outlined in the letter.
2. Decline to support the proposal and do not participate in any research associated with the “living lab.”

MANAGER’S RECOMMENDED ACTION:

The AraNet proposal is an exciting opportunity for the City, ISU, and the region. It provides a platform for cutting edge research and applications in many different domains such as public safety, transportation, power grid, municipal services, agriculture, and manufacturing. Specifically, as a local government, it provides opportunities to test and refine innovative approaches to city services utilizing wireless applications. It also provides the potential to engage in on-going demonstration projects on this innovative platform.

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



November 25, 2019

PAWR Project Office (PPO)
NSF Platforms for Advanced Wireless Research Program

RE: AraNet: Wireless Living Lab for Smart and Connected Rural Communities

Dear Colleagues of the PPO and Proposal Review Panel:

The City of Ames is pleased to support the enclosed proposal to establish the advanced wireless network living lab AraNet. The City of Ames, Iowa, located in Story County, is a progressive, urban community situated between denser urban/suburban populations (e.g. Des Moines, Iowa metro area) and rural communities and small towns (e.g. Nevada, Iowa, and Boone, Iowa).

Ames is the home of the Iowa State University of Science and Technology (ISU); the USDA National Laboratory of Agriculture and the Environment; the USDA National Animal Disease Center; the Department of Energy's Ames National Lab and Critical Materials Institute; a regional office of the Federal Highway Administration; the State of Iowa's Department of Transportation; a large, regional, city-owned hospital; and a regional, physician-owned, multi-specialty clinic. Furthermore, we have a rich history of successful partnerships among these various governmental entities within our community which will assure the ongoing success of AraNet.

What is particularly exciting to the City of Ames is the opportunity to apply the findings from the research developed in the living lab to ongoing demonstration projects related to our school district and city services. In this way, the City of Ames can show to the world how the research findings can be practically implemented by governmental organizations to improve services to their citizens.

If the AraNet proposal is selected for funding, the City of Ames will:

- Cooperate with ISU, other governmental agencies, and industry partners involved to form an administrative board (Consortium) and to develop a framework for the

- deployment, operation, and management of the AraNet living lab. This includes providing active representation to the AraNet Consortium and working groups;
- Make various City departments (e.g., Public Works, Electric Services, Police, Finance/IT) available to advise the AraNet team regarding the design and execution of applied research derived from AraNet that is consistent with City Council goals (e.g., innovative applications in education, transportation, public safety, and non-critical power services);
- Make available City right-of-way, infrastructures, and facilities (e.g., power supply, poles, street lights, traffic signals, Ames Municipal Airport, buses, and police cars) to deploy and operate the AraNet infrastructure;
- Expedite any City permitting processes necessary for the AraNet infrastructure;
- Work with AraNet to facilitate community stakeholder involvement in projects: for instance, smart agriculture, smart transportation, smart grid, advanced manufacturing, and public safety; and,
- Assist the AraNet Consortium in its attempt to develop strategies for the long-term viability of the AraNet living lab after the five-year NSF funding period.

Good luck with your selection process and thank you very much for considering the AraNet proposal.

Sincerely,

John A. Haila
Mayor City of Ames, Iowa

COUNCIL ACTION FORM

SUBJECT: AWARD OF BID AND CONTRACT FOR ENGINEERING AND DESIGN SERVICES FOR THE EMMA MCCARTHY LEE PARK BRIDGE REPLACEMENT PROJECT

BACKGROUND:

Since the early 1990's, there has been a pedestrian bridge in Emma McCarthy Lee Park spanning Clear Creek, connecting the park to the Oakland Access Trail. On June 14, 2018, the bridge was destroyed due to a flash flood caused by a large amount of rain that fell in the Ames area. City Council allocated \$260,000 as part of the FY 2019/20 Capital Improvements Program (CIP) to replace the bridge. Staff has been working with the Federal Emergency Management Association (FEMA) to obtain disaster assistance funds to replace the bridge. After the project has been completed the City will be reimbursed approximately \$32,000, the value of the bridge prior to it being destroyed by the flood. Initial cost estimates for engineering and construction are between \$180,000 and \$230,000.

Bridge location shown below:



Proposed bridge designs will be similar to the bridges already in the parks, shown below.



A Request for Qualifications (RFQ), which included developing a design, completing plans and specifications, and providing construction administration services, was distributed to engineering firms. Four proposals were received and evaluated in regards to project understanding, quality of previous relevant work, past experience working with the City of Ames, as well as experience working with the Iowa Department of Natural Resources (DNR), U.S. Army Corps of Engineers, and FEMA. Since this project will be receiving federal funds, the federal government requires the engineering and design services to be awarded based solely on the proposal, excluding cost. The cost for each proposal was submitted in a sealed envelope and the only envelope opened was the one associated with the highest scored proposal. The envelopes containing the costs of the other firms were not opened.

The four consulting firms that submitted proposals are shown below in order of how they were scored with 1 being the highest:

1. WHKS & Co, Ames, Iowa.
2. JEO Consulting Group, Inc, Ankeny, Iowa
3. Snyder & Associates, Ankeny, Iowa
4. Bolton & Menk, Ames, Iowa

Based on the review of the proposals by the scoring committee, WHKS and Co., Ames, Iowa, scored the highest and the cost of their proposal is \$51,900. The goal of the project is to have the bridge completed by September 1, 2020. Attachment A is the proposed contract with WHKS which has been reviewed and approved by the City Attorney.

ALTERNATIVES:

1. Award the bid for design services for the Emma McCarthy Lee Park Bridge Replacement Project to WHKS & Co., Ames, Iowa, in the amount of \$51,900 as well as approve the contract for services.
2. Reject the bid from WHKS and negotiate a design contract with the next highest rated firm.

MANAGER'S RECOMMENDED ACTION:

Replacing the bridge is a priority for the City and for the residents that use the trail system to connect their place of residence to Iowa State University and other portions of the community. The approved FY 2019/20 CIP includes \$260,000 for the bridge replacement. FEMA will be reimbursing the City approximately \$32,000, the value of the bridge that was destroyed, bringing total available funds to \$292,000.

Therefore, it is the recommendation of the City Manager that City Council adopt Alternative No. 1, thereby awarding the bid for engineering and design services for the Emma McCarthy Lee Park Bridge Replacement Project to WHKS & Co., Ames, Iowa, in the amount of \$51,900 as well as approving the contract for services.

**CONTRACT FOR
ENGINEERING & DESIGN SERVICES FOR THE EMMA MCCARTHY LEE PARK BRIDGE PROJECT
FOR THE CITY OF AMES PARKS AND RECREATION DEPARTMENT**

THIS AGREEMENT, made and entered into effective the 10th of December, 2019, by and between the CITY OF AMES, IOWA, a municipal corporation organized and existing pursuant to the laws of the State of Iowa (hereinafter sometimes called "City") and WHKS & Co., Inc. (a Corporation, organized and existing pursuant to the laws of the State of Iowa and hereinafter called "Provider");

WITNESSETH THAT:

WHEREAS, the City of Ames has determined that certain services to be provided to the City of Ames and its citizens by Provider, such services and facilities being hereinafter described and set out, should be purchased in accordance with the terms of a written agreement as hereinafter set out;

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

**I
PURPOSE**

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

**II
SCOPE OF SERVICES**

Provider shall provide the services set out in the City of Ames, Iowa, Scope of Work, and Professional Services for Request for Qualifications 2020-22: Emma McCarthy Lee Park Bridge Project for the City of Ames attached hereto as Exhibit A.

The City, without invalidating the Agreement, may direct changes in the project within the general scope of the Agreement, with the authorized payment maximum being adjusted accordingly. Any change in the scope of service by the provider shall be done by written agreement signed by both parties. The added cost or cost reduction to the City resulting from a change in the Agreement shall be determined by mutual acceptance of a lump sum properly itemized and supported by sufficient data to permit evaluation, or by unit prices stated in the Agreement or subsequently agreed upon.

It shall be the responsibility of the provider, before proceeding with any change in scope, to verify that the change has been properly authorized on behalf of the City. No additional charges or any other change in the Agreement will be allowed unless previously authorized in writing by the City, with the applicable compensation method and maximum authorized additional sum stated.

**III
METHOD OF PAYMENT**

A. Payments shall be made by the City of Ames in accordance with the following task schedule:

Task	Total Amount
a. No. 1: Design and Engineering Services	\$36,900
b. No. 2: Preconstruction Services	\$ 2,400
c. No. 3: Construction Administration	\$10,200
d. No. 4: Post Construction Services	\$ 2,400

Assumptions:

1. Provider has allotted 80 hours of Construction Administration of onsite construction observation (half time 4 weeks). Additional observation services can be provided at a rate of \$80/hour.
2. It is assumed that no environmental, historical or archeological studies will be needed. The Provider will submit a joint permit application to the Iowa DNR and Army Corps of Engineers. The Provider does not anticipate additional reviews to be requested by these agencies, any reviews that are requested will be discussed with the City of Ames and additional services will be negotiated to complete these.

3. Design and Engineering services include geotechnical services by Allender Butzke Engineers Inc.

The maximum total amount payable by the City of Ames under this Agreement is \$51,900 and no greater amount shall be paid without written amendment, however If the lowest responsive, responsible bid exceeds the budget construction cost, the COA may choose to revise the project scope and/or quality as required to reduce the projected construction costs. If COA chooses to proceed in this manner, the COA shall be responsible for additional fees (to be charged time and material) not to exceed \$5,190 associated with modifying the design, printing and issuing the bid documents as necessary to obtain new bids.

B. Payment will be made upon completion of the work and acceptance by the City of Ames. Provider shall submit an invoice upon completion of the work. The invoice shall include an itemization of the work for which payment is claimed. Invoices referencing the assigned purchase order number shall be sent to the following address:

City of Ames, Finance Dept. – Accounts Payable, PO Box 811, Ames, IA 50010

IV

FINANCIAL ACCOUNTING AND ADMINISTRATION

A. All claims for payment shall be supported by properly executed payrolls, time records, invoices, contracts, vouchers, or other documentation evidencing in proper detail the nature and propriety of the charges. All checks, payrolls, invoices, contracts, vouchers, orders, or other accounting documents pertaining in whole or in part to this Agreement shall be clearly identified as such and readily accessible for examination and audit by the City or its authorized representative.

B. All records and documents required by this Agreement shall be maintained for a period of three (3) years following final payment by the City.

C. At such time and in such form as the City may require, there shall be furnished to the City such statements, records, reports, data, and information as the City may require with respect to the payments made or claimed under this Agreement.

D. At any time during normal business hours, and as often as the City may deem necessary, there shall be made available to the City for examination all records with respect to all matters covered by this Agreement and Provider will permit the City to audit, examine, and make excerpts or transcripts from such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, conditions of employment, and other data relating to all matters covered by this Agreement.

V

INSURANCE

A. The provider shall maintain insurance coverage in scope and amounts acceptable to the City's Risk Manager.

B. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the City of Ames, its officials, employees, or volunteers.

C. Provider shall furnish the City with certificates of insurance and with original endorsements effecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The certificates and endorsements are to be on standard insurance company forms or forms provided by the City and are to be received and approved by the City before work commences. The City reserves the right to require complete, certified copies of all required insurance policies, at any time.

D. Provider shall include all subcontractors as insured under its policies. Subcontractor shall maintain insurance coverage in scope and amounts acceptable to the City's Risk Manager.

E. To the fullest extent permitted by law the Provider shall indemnify and hold harmless the City of Ames, employees from and against all damages, losses, and expenses, including, but not limited to attorneys' fees arising out of or resulting from the performance of the work, provided that any such claim, damage, loss, or expense (1) is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the work itself) including the loss of use resulting therefrom; and (2) is caused by any negligent act or omission of the Provider, any Subcontractor, anyone directly or indirectly employed by any of them or any one for whose acts, any of

them may be liable.

F. In no case will the Provider's coverage be constructed to provide coverage for acts of negligence alleged to be caused by the sole negligence of employees of the City of Ames.

**VI
PROPRIETARY RIGHTS AND CONFIDENTIAL INFORMATION**

The Provider agrees to keep confidential and not to disclose to any person or entity, other than the Provider's employees, subconsultants and the general contractor and subcontractors, if appropriate, any data or information not previously known to and generated by the Provider or furnished to the Provider and marked CONFIDENTIAL by the City. These provisions shall not apply to information in whatever form that is in the public domain, nor shall they restrict the Provider from giving notices required by law or complying with an order to provide information for data when such an order is issued by a court, administrative agency or other legitimate authority, or if disclosure is reasonably necessary for the consultant to defend itself from any legal action or claim.

**VII
TERMINATION**

The City of Ames may terminate this Agreement without penalty to the City at any time by giving written notice to the Provider at least fifteen (15) days before the effective date of such termination. In any case where the Provider fails in whole or in part to substantially perform its obligations or has delivered nonconforming services, the City shall provide a Cure notice. If after notice the Provider continues to be in default, the City may terminate this agreement immediately. The City shall only be obligated to compensate the Provider for compliant services performed prior to notice of termination.

**VIII
INDEPENDENT CONTRACTOR STATUS**

Provider agrees that the relationship between Provider and the City is that of an independent contractor for employment tax purposes. The Provider shall be solely responsible for all taxes relating to payments under this agreement including those of employees.

**IX
LAWS**

This contract is governed by the law of the State of Iowa with venue in Story County District Court.

**X
ASSIGNMENT**

This Agreement may not be assigned or transferred by the Provider without the prior written consent of the City.

**XI
AFFIRMATIVE ACTION**

Provider shall place on file with the City a statement of nondiscrimination policy in the form of a completed *Assurance of Compliance with the City of Ames, Iowa, Affirmative Action Program* satisfactory to the Affirmative Action Officer of the City.

**XII
NOTICES**

All notices under this Agreement shall be in writing and shall be deemed to have been served: (i) upon hand delivery; (ii) the next business day after sending by a nationally recognized overnight carrier with written confirmation of receipt or (iii) if sent by Regular Mail, within seventy-two (72) hours after notice has been deposited in the United States Post Office, postage paid. Notices shall be sent to the other party at the addresses set forth below. Either party may change its address by giving notice in writing thereof to the other party.

IF TO CITY OF AMES:

City of Ames
Director of Parks and Recreation
515 Clark Ave
PO Box 811
Ames, Iowa 50010

IF TO WHKS & CO:

WHKS & CO.
c/o Derek Thomas
1421 S. Bell Ave
Ames, Iowa 50010

XIII

DURATION

This Agreement shall be in full force and effect from and after December 10, 2019 until completion of the Work, or, until terminated by the City of Ames, Iowa.

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

CITY OF AMES, IOWA

By: _____

By _____

Attest by: _____

Printed Name and Title

EXHIBIT A
PROFESSIONAL SERVICES FOR ENGINEERING AND DESIGN SERVICES FOR
EMMA MCCARTHY LEE PARK BRIDGE PROJECT
CITY OF AMES, IOWA
REQUEST FOR QUALIFICATIONS NO. 2020-022
SCOPE OF SERVICES

SECTION I: PROJECT REQUIREMENTS:

WHKS & Co. will provide Engineering and Design Services for completion of the design, plans, specifications and construction administration services for the addition of a prefabricated steel truss pedestrian bridge with 10,000 lb. vehicle load capacity to span Clear Creek in Emma McCarthy Lee Park, 3400 Ross Rd., Ames, Iowa. This project involves presenting bridge options to get pedestrians and service vehicles from Emma McCarthy Lee Park across Clear Creek to connect with the Oakland Access trail, working with federal, state and local authorities to ensure the bridge meets regulations of all entities, and provide final designs and specifications.

SECTION II: SCOPE OF SERVICES:

Provide Design Services:

- Facilitate project kickoff meeting to understand COA expectations for the project including, but not limited to, providing bridge options, required permits, accessibility, site constraints, local, state, and federal guidelines and project timeline.
- Perform site topographical surveys
 - Topographical surveys to include hydraulic cross sections to be taken upstream and downstream of the bridge.
- Prepare site plan showing bridge location and trail connections
- Perform hydrologic and hydraulic analysis to evaluate the proposed bridge options and final resilient design in accordance with all federal, state, and local flood-plain permit requirements.
- Analyze drainage area and hydrologic characteristics for resilient bridge design.
- Determine the final bridge length sizing based on the results of the hydraulic analysis and meeting Iowa DNR requirements for freeboard and backwater.
- Evaluate need for channel shaping, berm slope stabilization, and inlet/outlet erosion controls.
- Prepare and submit Joint Permit Application, including the bridge type, size, no rise certificate, and location drawing preliminary plans to Iowa DNR, U.S. Army Corps of Engineers and Iowa Homeland Security.
- Prepare preliminary and final designs and specifications per Chapter 26 of Iowa Code that demonstrates the character and scope of work to be performed by contractors on the project. Plans will follow Iowa Department of Transportation (IDOT) and/or SUDAS standards.
- Schedule, invite potential qualified contractors and host pre-bid meeting.

- Furnish copies of the plans and specifications, (signed/certified hard copies and electronic signed/certified copies), and other contract documents as required
- Support City staff in answering questions from contractor during the bidding process.
- Prepare details for any Addendum, if determined to be necessary, during the bidding process.
- Meet with staff as required for the project
- Present to the Development Review Committee (DRC)

Provide Construction Administration Services

- Preconstruction Services
 - Scheduling of the preconstruction meeting, sending invitations, and providing meeting materials.
 - Obtain and review the project construction schedules from the contractor(s) prior to presentation at the preconstruction meeting. The COA should be provided copies of all construction schedules.
 - Conduct the preconstruction meeting, prepare a detailed record of the meeting and submit to the COA and all participants.
 - Provide contractor with a list of required submittals.
 - Provide contractor with additional copies of construction documents as needed.
- Construction Administration
 - Provide resident project observation services during the construction of the project. Resident observation is a part time function during construction. Duties are to provide on-site evaluations of the project progress in accordance with the plans and specifications and report said progress to the Engineer. Additionally, the observer maintains a log book recording conditions at the job site, weather, record or visitors, summary of daily activities, actions taken, observations in general and assists in recording data for eventual preparation of Record Drawings. The observer duties do not include construction means, methods, procedures, and job site safety.
 - Provide interpretation of plans and specifications as requested.
 - Review shop drawings and certificates submitted by contractors for compliance with design concepts, as required by the applicable sections of the technical specifications.
 - Review all periodic and final pay requests with COA staff and provide an explanation of variation between contract and final quantities. Coordinate contractor approval and signature and submit to the COA for approval.
 - Present all Change Orders and Field Orders to designated COA staff for approval prior to processing.
 - Coordinate and meet with COA staff for consultation and advice during construction to include conducting construction progress meetings.
 - Coordinate on-site inspections of construction as requested. Make recommendations for acceptance or modification of work.

- Monitor that all testing required by the specifications is performed. Review and approve all materials reports prepared by Subconsultants and Contractor.
- Post Construction Services
 - The Consultant will schedule and conduct a final inspection with the COA and contractor to determine whether the project has reached substantial completion and the work is in accordance with the plans and specifications. The Consultant will document items found to be deficient.
 - Consultant will prepare a punch list including the deficient items and get COA approval and will forward to the Contractor requiring correction of the items and request a schedule for completion.
 - After punch list items have been completed to the satisfaction of the COA, the Consultant will prepare a Certification of Project Completion for the project
 - Consultant shall coordinate with Contractor to provide record documents for the project, because these Record Documents are based on unverified information provided by other parties, which the Consultant is entitled to assume as reliable, the Consultant does not warrant their accuracy.

Outcomes

- Prepare a construction cost opinion and value engineering services at the conclusion of design development and 95% construction document phases.
- Tentative Project Schedule:

Milestone	Dates
Notice to Proceed from City	December 11, 2019
Meet w/Parks & Recreation Staff to review project expectations, bridge design options, etc.	Week of December 15, 2019
Submit Check Plans to City	January 24, 2020
Submit Final Plans & Specifications to City	February 28, 2020
City Council Approve Plans & Specifications	March 10, 2020
Bid Opening	April 7, 2020
City Council Award of Contract	April 14, 2020
City Council Approve Contract & Bonds,	April 28, 2020
Begin Construction	April 29, 2020
Project Completion	September 1, 2020

COA to Provide

- COA is responsible for all bidding, receiving and opening of bids, and advertisements.

SECTION III: TERMS:

Non-compensated Services:

- If the cost opinion exceeds the budgeted construction cost, the COA may choose to revise the project scope and/or quality as required to reduce the overall cost. If COA chooses to proceed in this manner, the Firm shall be responsible for all costs associated with modifying the design.
- If the lowest responsive, responsible bid exceeds the budget construction cost, the COA may choose to revise the project scope and/or quality as required to reduce the projected construction costs. If COA chooses to proceed in this manner, the COA shall be responsible for additional fees (to be charged time and material) not to exceed \$5,190 associated with modifying the design, printing and issuing the bid documents as necessary to obtain new bids.
- Services required to correct errors, omissions, or deficiencies by the Firm or other subconsultants that become apparent during construction or after completion of the project.
- The accounting records of the Firm and its Professional Consultants shall distinguish those services from all other services provided.

Ownership of Materials:

- All reports, plans, specifications, field data and notes and other documents, including all documents on electronic media, prepared by WHKS as instruments of service shall remain the property of WHKS & Co.
- COA shall be permitted to retain copies, including reproducible copies, of the plans and specifications for information and reference in connection with COA's use of the completed project. The plans and specifications shall not be used by COA or by others on other similar projects except by agreement in writing by WHKS & Co.

Change Orders:

- The contract may be amended to provide for additions, deletions, and revisions in the work or to modify the terms and conditions of the work only by written change order fully executed by COA and WHKS & Co.
- If any changes are made, the contract shall be adjusted accordingly, and the amount of increase or decrease, if any, in the contract price shall be determined by the unit prices submitted in the offer; if such prices are not submitted or are not applicable, then by mutual agreement between the WHKS & Co. and COA. WHKS & Co. shall provide documentation and analysis of costs relating to any increase in sufficient detail as may be requested by the COA.
- The WHKS & Co. shall not be entitled to a change in the contract price, terms or conditions, or an extension of the contract times with respect to any work performed that is not required by the contract documents as amended, modified, or supplemented as provided herein.

END OF SECTION

COUNCIL ACTION FORM

SUBJECT: 2018/19 SANITARY SEWER REHABILITATION (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 as a means of lowering the peak wet weather flow at the treatment plant. **On November 27, 2018, City Council awarded the contract to Synergy Contracting, LLC of Bondurant, Iowa, in the amount of \$2,663,751.50.**

On October 31, 2019, **the project was substantially completed, with only minimal work remaining.** On November 18, 2019, **Public Works received a request from Synergy Contracting, LLC to reduce the amount of project retainage.** Remaining work to be completed as part of the contract includes heavy cleaning, cured-in-place pipe lining, service work on Wilson Avenue, and miscellaneous work (punch list items) throughout the project. **The remaining work has an estimated value of \$47,051.85.**

There is a requirement that a minimum of **200% of the value of the work remaining must be withheld as retainage, which would be \$94,103.70.** This request meets criteria of Iowa Code Section 26.13 for substantial completion of the project. All paperwork required to approve the request has been received by the Public Works Department.

ALTERNATIVES:

1. Reduce project retainage for the 2018/19 Sanitary Sewer Rehabilitation (Wilson and 15th) project to \$94,103.70.
2. Maintain project retainage for the 2018/19 Sanitary Sewer Rehabilitation (Wilson and 15th) project in the amount of \$121,608.68.

MANAGER'S RECOMMENDED ACTION:

The value of remaining work is substantially less than the original contract, and the Code of Iowa requires the City to reduce the retainage being withheld under these circumstances to reflect the lower value of the remaining work.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby reducing the project retainage for the 2018/19 Sanitary Sewer Rehabilitation (Wilson and 15th) project to \$94,103.70.

COUNCIL ACTION FORM

SUBJECT: 2018/19 TRAFFIC SIGNAL PROGRAM – LINCOLN WAY/HYLAND AVENUE

BACKGROUND:

The Traffic Signal Program is the annual program that provides for replacing older traffic signals and constructing new traffic signals in the City, which will result in improved visibility, reliability, and appearance of signals. This program provides upgrading of the traffic signal system technology. In recent years, traffic signal replacements have included radar detection systems instead of in-pavement loop detection systems that had previously been used (frequently a point of vehicle detection failure). Another advantage of the radar detection system is that it detects bicycles in addition to vehicles. **This project installed a new signal and new pedestrian ramps at Lincoln Way and Hyland Avenue.**

On December 11, 2018, City Council awarded the project to Van Maanen Electric, Inc. of Newton, Iowa in the amount of \$238,792.73. The balancing change order was the only change order throughout construction. The final quantities in the balancing change order decreased the project total by (\$765.70), bringing the final construction cost to \$238,027.03.

Revenues and expenses for this program are shown below:

<u>Revenues</u>	<u>Expenses</u>
Road Use Tax \$353,000	Design/Administration \$50,390.97
	Signal Poles \$21,582.00
Total \$353,000	Construction \$238,027.03
	Total \$310,000.00

Project savings will be used for the City’s portion of construction of a temporary signal at the intersection of State Avenue & Mortensen Road.

ALTERNATIVES:

1. Accept the 2018/19 Traffic Signal Program – Lincoln Way / Hyland Avenue project as completed by Van Maanen Electric, Inc. of Newton, IA in the amount of \$238,027.03.
2. Direct staff to pursue modification to the project.

CITY MANAGER'S RECOMMENDED ACTION:

The project has now been completed in accordance with the approved plans and specifications.

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



Public Works Department
515 Clark Avenue, Ames, Iowa 50010
Phone 515-239-5160 ♦ Fax 515-239-5404

Item No. 17

December 10, 2019

Honorable Mayor and Council Members
City of Ames
Ames, Iowa 50010

RE: Sunset Ridge 5th Addition Financial Security Reduction - Final

Mayor and Council Members:

I hereby certify that the pedestrian sidewalk ramps required as a condition for approval of the final plat of **Sunset Ridge 5th Addition** have been completed in an acceptable manner by **various concrete contractors**. The above-mentioned improvements have been inspected by the Engineering Division of the Public Works Department of the City of Ames, Iowa, and found to meet City specifications and standards.

As a result of this certification, it is recommended that the financial security for public improvements on file with the City for this subdivision be released in full.

Sincerely,

John C. Joiner, P.E.
Director

JJ/nw

cc: Finance, Planning & Housing, Subdivision file



Public Works Department
515 Clark Avenue, Ames, Iowa 50010
Phone 515-239-5160 ♦ Fax 515-239-5404

Item No. 18

December 10, 2019

Honorable Mayor and Council Members
City of Ames
Ames, Iowa 50010

RE: Sunset Ridge 6th Addition Financial Security Reduction #3

Mayor and Council Members:

I hereby certify that the punch list items required as a condition for approval of the final plat of **Sunset Ridge 6th Addition** have been completed in an acceptable manner by **various contractors**. The above-mentioned improvements have been inspected by the Engineering Division of the Public Works Department of the City of Ames, Iowa, and found to meet City specifications and standards.

As a result of this certification, it is recommended that the financial security for public improvements on file with the City for this subdivision be set at **\$1,000.00**. The remaining work covered by this financial security includes installation of a pedestrian ramp.

Sincerely,

John C. Joiner, P.E.
Director

JJ/nw

cc: Finance, Planning & Housing, Subdivision file

Sunset Ridge 6th Addition
December 10, 2019
Page 2

Description	Unit	Quantity
Pedestrian Ramps, PCC, 6"	SY	10
Detectable Warning Panels	SF	10

COUNCIL ACTION FORM

SUBJECT: REQUEST TO NAME THE PARK LOCATED ON THE SITE OF THE FORMER EDWARDS ELEMENTARY SCHOOL

BACKGROUND:

In August 2019, the Ames Community School District transferred a five-acre parcel, the site of the former Edwards Elementary School, to the City. In accepting the property, City Council approved developing this site into a neighborhood park. This park land has been informally referred to as Edwards Park, however, no formal action has been taken regarding the naming of the park.

The City does have a Parks and Recreation Naming Policy and is shown in Attachment A. There are three categories in which a park can be named:

Historic Events, People, and Places

The history of a major event, place or person may play an important role in the naming or renaming of a park as communities often wish to preserve and honor the history of a city, its founders, other historical figures, its Native American heritage, local landmarks and prominent geographical locations, and natural and geological features through the naming of parks.

Outstanding Individuals

The City has benefited, through its evolution, from the contributions made by many outstanding individuals. This category is designed to acknowledge the sustained contribution that has been made by such individuals to the City and/or the development and management of the City's park and recreation system.

Major Donations

Over the years, the City of Ames Parks and Recreation Department has benefited from the generosity of some of its residents, businesses, and foundations. On occasion, the significance of such donations may warrant consideration being given to requests from either the donor or another party to acknowledge such donations by naming.

In order for a naming request to be considered, an application must be completed and submitted to the Parks and Recreation Director. The Director then reviews the application and makes a recommendation to the Parks and Recreation Commission, who in turn make a recommendation to City Council. A final decision regarding the naming request will be made by the Council.

NAMING APPLICATION:

A completed application form (Attachment B) has been received and reviewed by staff and determined all the required information has been submitted. The application requests to name the former Edwards Elementary School site located on the corner of Woodland Street and Westwood Drive the "TAHIRA AND LABH HIRA PARK" under the category of Outstanding Individuals and Major Donations.

To summarize the application information, Tahira and Labh Hira came to Ames in 1980 and lived here for nearly 25 years in the neighborhood of this park. Tahira and Labh worked for Iowa State University (ISU) in a variety of capacities and also served on numerous local boards and committees.

Tahira served on multiple boards and committees at the state and national level. As for involvement in the Ames Community, Tahira served on the Ames Chamber of Commerce Board (President in 2006), Youth and Shelter Services Board, Northcrest Community Foundation Board, and Story County Habitat for Humanity Board. The Hiras also financially contributed to Mary Greeley Medical Center, Northcrest Community, Youth and Shelter Services, Habitat for Humanity, Ames Rotary, and to Munn Woods.

Labh served as the fourth Dean for the College of Business at ISU, the inaugural holder of the Raisbeck Endowed Deanship for the College of Business, Interim President of the ISU Foundation, and honored as the Outstanding CPA in business and industry by the Iowa Society of Certified Public Accountants.

The Hira's now are offering to contribute \$50,000 to the City to assist in the development of this park.

What resonates most in the documentation provided is Tahira and Labh's desire to serve others through their time and financial contributions. The number of boards and committees they served on is exemplary, and demonstrates their commitment to others and a willingness to make Ames and the University a better place. Tahira's recognition at the state and national level by serving on committees, boards, and councils shows the respect that others have for her expertise. In Melissa Rowan's letter of support, she describes the Hira's as "generous, community minded individuals" and "their ongoing commitment to our community makes them excellent candidates to be recognized in this way."

A public input session regarding the development of this park was held on Tuesday, November 19, 2019 in which approximately 25 individuals from the neighborhood were present. Although many people spoke favorably of the Hira's, a couple of individuals took issue with the policy and the process for naming. Please note the first public input session for this park development was held in April, 2019 and the naming process as well as the

possibility of a naming request was first shared. The two neighborhood contacts (Kathy Schnable and Annie Barbour) that staff has been working with support the naming request as did others with at least three being against.

After the November 19 meeting, Mrs. Schnable emailed approximately 90 individuals in the neighborhood the following message:

There is a naming request pending before the Parks and Recreation Commission for the park at the site of the former Edwards School. The commission will vote at the meeting at 4 pm today whether to advance the proposal to the City Council. If that happens, the request will come before the City Council on December 10. If you have an opinion about this decision, please read the materials below and then contact the Director of Parks and Recreation, Keith Abraham at KAbraham@city.ames.ia.us Please be sure to read all the materials before coming to your decision.

Comments received at the time of this writing are shown in Attachment C.

The Parks and Recreation Commission discussed this request at its November 21, 2019 meeting and recommended that City Council approve this naming request. The Commission did express concern about naming the park “Edwards Park” and the potential confusion it may cause with Edwards School being in a different location. Four individuals spoke at the Commission meeting and all spoke highly of the Hira’s and were in favor of the naming request.

ALTERNATIVES:

1. Approve the request to name the Park located on the site of the former Edwards Elementary School the “Tahira and Labh Hira Park”.
2. Do not approve the request to name the Park located on the site of the former Edwards Elementary School the “Tahira and Labh Hira Park”.
3. Refer back to staff to provide other names for this new park that the Parks and Recreation Commission could consider.

MANAGER’S RECOMMENDED ACTION:

This is the second request received since the Parks and Recreation Naming Policy was approved in 2016. Since the request refers to naming a park for an outstanding individual and a major donation, that criteria must be evaluated.

Regarding an outstanding individual, the policy states:

A park, recreational facility, or major feature may be named for an outstanding individual who has made a significant contribution to the Ames parks and recreation system, the City of Ames, the State of Iowa, or the nation. In addition to societal contributions, the moral character of the individual must be considered. When considering requests, it is preferred that the individual has a connection to the park, recreational facility, or major feature being requested to be named.

There are several components to the outstanding individual category that needs to be evaluated. First, has Tahira and Labh made a significant contribution to the Ames parks and recreation system, the City of Ames, the State of Iowa, or the nation? Both have been involved with ISU in a variety of capacities and since ISU is a major component of Ames, their involvement has impacted the Ames community as a whole. Their volunteering with boards and committees, as well as the contributions to multiple entities is indicative of their passion for serving others. In addition, Tahira's involvement at the state and national level is exemplary.

Secondly, what is the Hira's moral character? In my conversations with others, Tahira and Labh are well respected. Comments include "they are good people", "they have a genuine concern for others", and "they are very caring". These are indicators of individuals with good moral character.

Lastly, do they have a connection to this park? Yes. They lived in this neighborhood for almost 25 years and want this park to be a central component of the area for many years to come.

In regards to the major donation, the policy includes the following:

From time to time, a significant donation may be made to the City that will add considerable value to the City's park and recreation system. On such occasions, recognition of this donation by naming/renaming a park, recreation facility, and/or major feature in honor of or at the request of the donor will be considered.

The City Council may use its discretion as to what dollar amount is worthy of naming rights for individual projects, on a case by case basis.

Donors seeking naming rights for major donations with respect to an individual should follow the principles outlined in 4.b. Exceptions to this will be considered on their own merits.

Naming parks and/or recreational facilities with a company name is not permitted, however, company names will be considered for Major Features. Corporate logos, insignias, brands or direct advertising text shall not be permitted.

Currently, the City has allocated \$80,000 for this project and \$5,000 from the Opus Foundation has been committed. If the \$50,000 from the Hira's is accepted, the total funding available will be \$135,000. If no other funding is secured and the park development costs are \$135,000, the Hira's contribution will be 37% of the total.

Most of Ames parks, recreational facilities, and major features are named after individuals who either donated land or made a financial contribution to the park and/or facility development. However, several parks and amenities have been named for outstanding individuals and include Ada Hayden Heritage Park, Lloyd Kurtz Park, and Carroll Marty Disc Golf Course. Ada Hayden was the first woman to receive a doctorate from Iowa State College. She was instrumental in persuading the State of Iowa to preserve 26 native prairie areas and has been inducted into the Iowa Conservation Hall of Fame and the Iowa Women's Hall of Fame. Lloyd Kurtz served on the Parks and Recreation Commission and during his tenure, the park system saw extensive expansion. Carroll Marty donated many hours of his time, as well as securing other volunteers, to develop the disc golf course. These examples are shown for comparison only and were named without a policy in place.

Regarding major donations, Helen Daley received naming rights for Daley Park by donating \$100,000 or 38% of the total project cost. Don and Ruth Furman donated \$2,000,000 or 21% of the total project cost for naming rights of the Furman Aquatic Center.

Tahira and Labh Hira have a connection to the proposed park, have good moral character, and are well respected within Ames and beyond for their contributions to the City, State, and Nation. In addition to being outstanding individuals, they are willing to make a financial contribution for the park development. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative 1 which is to approve the request to name the park located on the site of the former Edwards Elementary School the "Tahira and Labh Hira Park".



515 Clark Ave - Ames, IA 50010
Phone: 515-239-5350
Fax: 515-239-5355
www.amesparkrec.org

Naming Request Application

Requested by: _____

Address: _____

City, State Zip: _____

Phone: _____

PARK NAMING REQUEST

I request a park to be named or renamed .

Current Park Name: _____

Proposed Park Name: _____

Park Location: _____

(Please attach a description/map showing the location and boundaries of the park.)

RECREATION FACILITY NAMING REQUEST

I request a recreational facility to be named of renamed.

Current Facility Name: _____

Proposed Facility Name: _____

Facility Location: _____

(Please attach a description/map showing the location of the facility.)

MAJOR FEATURE NAMING REQUEST

I request a major feature be named or renamed.

Major Feature: _____

Proposed Feature Name: _____

Major Feature Location: _____

(Please attach a description/map showing the location of the major feature.)

Please attach the following documentation as a part of this application.

- A. The reason(s) for the proposed name.

- B. Written documentation indicating a certification of character and community support for the proposed name. (i.e. letters of support, petitions, etc.)

- C. If proposing to rename a park, recreational facility , or major feature, include justification for changing an established name.

- D. If proposing to name a park, recreational facility, or major feature for an outstanding individual, include documentation of that individual's significant contribution in regards to the Ames Park System, City of Ames, State of Iowa and or the Nation.

I certify that the statements made in this application and any attachments are true to the best of my knowledge. I understand that the Parks and Recreation Director will assess and authenticate any information provided in this application pursuant to the Parks and Recreation Naming Policy. I also understand once submitted, this application and any findings during the authentication process will become part of the public record and will continue to be part of the public record whether the application is approved or denied.

Signature of Applicant

Date

OFFICE USE ONLY

Date Received: _____

Signature: _____

Notes:

PARKS AND RECREATION NAMING POLICY

1. INTRODUCTION

The naming or renaming of parks and recreational facilities is a complex and sometimes emotionally evocative since assigning a name is a powerful and permanent identity for a public place and/or facility. The naming and renaming of parks and/or recreational facilities often requires significant resources in terms of changing names on signs, maps, and literature. In addition, excessive and constant name changing can be the source of confusion to the public. The purpose of this policy is to provide guidance to those that have an interest in the naming and or renaming of the City's parks and/or recreational facilities.

2. DEFINITIONS

a. **Naming:**

The permanent name assigned by City Council to a given park or recreational facility.

b. **Parks:**

All traditionally designed parks, gardens, natural open spaces, woodlands, and specialized parks under the stewardship of the City of Ames Parks and Recreation Department.

c. **Recreational Facilities:**

Major structures such as community centers, swimming pools, and enclosed pavilions located within lands under the stewardship of City of Ames Parks and Recreation Department.

d. **Major Features:**

Major permanent components of park and recreational facilities, e.g. sports fields, tennis courts, playgrounds, shelters, fountains, artwork, or physical features (lakes). Rooms within buildings are considered to be Major Features.

e. **Amenities:**

Smaller furnishings and facilities in the parks and recreation system (e.g. benches, drinking fountains, tables, etc.). Amenities are not formally named. Recognition for donated amenities is possible.

f. **Donations:**

A donation of property, goods or cash generally with no expectation of return. If the gift is contingent upon a special request, it is made subject to "condition."

3. POLICY STATEMENT

It is the policy of the City of Ames Parks and Recreation Department to reserve the name or renaming of parks, recreational facilities, and/or major features for

circumstances that will best serve the interests of the city and ensure a worthy and enduring legacy for the City's park and recreation system.

To this end, the City of Ames Parks and Recreation Department supports consideration of naming requests within the following broad categories.

a. Historic Events, People, and Places

The history of a major event, place or person may play an important role in the naming or renaming of a park as communities often wish to preserve and honor the history of a city, its founders, other historical figures, its Native American heritage, local landmarks and prominent geographical locations, and natural and geological features through the naming of parks.

b. Outstanding Individuals

The City has benefited, through its evolution, from the contributions made by many outstanding individuals. This category is designed to acknowledge the sustained contribution that has been made by such individuals to the City and/or the development and management of the City's park and recreation system.

c. Major Donations

Over the years, the City of Ames Parks and Recreation Department has benefited from the generosity of some of its residents, businesses, and foundations. On occasion, the significance of such donations may warrant consideration being given to requests from either the donor or another party to acknowledge such donations by naming.

4. GUIDING PRINCIPLES

a. Naming/renaming for Historic Events, People, and Places

When considering naming a park, recreational facility, or major feature after events, people and places of historic, cultural or social significance, requests must demonstrate this significance through research and documentation and show there is continued importance to the city, region, state, and/or nation.

b. Naming/renaming for Outstanding Individuals

A park, recreational facility, or major feature may be named for an outstanding individual who has made a significant contribution to the Ames parks and recreation system, the City of Ames, the State of Iowa, or the nation. In addition to societal contributions, the moral character of the individual must be considered. When considering requests, it is preferred that the individual has a connection to the park, recreational facility, or major feature being requested to be named.

c. Naming/Renaming for Major Donations

From time to time, a significant donation may be made to the City that will add considerable value to the City's park and recreation system. On such occasions, recognition of this donation by naming/renaming a park, recreation facility, and/or major feature in honor of or at the request of the donor will be considered.

The City Council may use its discretion as to what dollar amount is worthy of naming rights for individual projects, on a case by case basis. Likewise, City Council can use its discretion as to whether or not to allow for corporate naming/renaming rights. Corporate logos, insignias, brands or direct advertising text shall not be permitted.

Donors seeking naming rights for major donations with respect to an individual should follow the principles outlined in 4.b. Exceptions to this will be considered on their own merits.

d. Renaming a park, recreational facility, and/or major feature

Proposals to rename parks, recreational facilities, and/or major features whether for a major gift or community request are not encouraged. Likewise, names that have become widely accepted by the community will not be abandoned unless there are compelling reasons and strong public sentiment from the broader community for doing so. Historical or commonly used place names will be preserved wherever possible.

e. Other Considerations

When naming/renaming a park, recreational facility, and/or major feature, does the proposed name engender a strong positive image, have historical, cultural or social significance for future generations, and have broad public support?

To minimize confusion, parks will not be subdivided for the purpose of naming unless there are readily identifiable physical divisions such as roads or waterways. However, naming of specific major recreational facilities within parks will be permitted; under these circumstances such names should be different to the park name to avoid user confusion.

All signs that indicate the name of a park and/or recreational facility shall comply with City of Ames graphic and design standards. Specialized naming signage will not be permitted.

City of Ames Parks and Recreation Department reserves the right to rename any park, recreational facility, and/or major feature if the person for whom it is named turns out to be disreputable or subsequently acts in a disreputable way.

5. PROCEDURES

These procedures have been established to ensure that the naming or renaming of parks, recreational facilities, and/or major features is approached in a consistent manner.

a. Requests for naming/renaming of parks, recreational facilities and/or major features

All requests for the naming or renaming of a park, recreational facility, and/or major feature shall be made by submitting a Naming Application to the Director of Ames Parks and Recreation.

The Naming Application will contain the following minimum information:

1. The proposed name
2. Reasons for the proposed name
3. Written documentation indicating a certification of character and community support for the proposed name (e.g. letters of support, petitions, etc.)
4. If proposing to name a park, include a description/map showing location and boundaries of the park
5. If proposing to name a recreational facility or major feature within a park, include a description/map showing the location of the facility.
6. If proposing to rename a park, recreational facility, or major feature, include justification for changing an established name.
7. If proposing to name a park, recreational facility, or major feature for an outstanding individual, include documentation of that individual's significant contribution in regards to the Ames park system, the City, State and/or Nation

b. Assessing and approving naming/renaming requests

Upon receipt of a naming request by Ames Parks and Recreation, the Parks and Recreation Director shall:

1. Review the proposed request for its adherence to the Parks and Recreation Naming Policy.
2. Ensure that supporting information has been authenticated, particularly when an individual's name is proposed
3. Seek input from relevant neighborhood association(s), historical groups, and other organizations, if deemed appropriate

The Parks and Recreation Director will then present a recommendation regarding the naming request at a public meeting to the Parks and Recreation Commission. At this meeting, the Parks and Recreation Commission will develop their own recommendation regarding the request to be presented to City Council.

c. Final decision by City Council

The Parks and Recreation Commission's recommendation regarding the naming/renaming request, along with the Parks and Recreation Director's recommendation if different, will be presented to the City Council at a public meeting for a final decision.



515 Clark Ave - Ames, IA 50010
Phone: 515-239-5350
Fax: 515-239-5355
www.amesparkrec.org

Naming Request Application

Requested by: Melissa Rowan

Address: 2114 Country Club Blvd.

City, State Zip: Ames, IA 50014

Phone: 515.509.1174

PARK NAMING REQUEST

I request a park to be named or renamed .

Current Park Name: _____

Proposed Park Name: Labh and Tahira Hira Park

Park Location: Former location of Edwards Elementary School

(Please attach a description/map showing the location and boundaries of the park.)

RECREATION FACILITY NAMING REQUEST

I request a recreational facility to be named of renamed.

Current Facility Name: _____

Proposed Facility Name: _____

Facility Location: _____

(Please attach a description/map showing the location of the facility.)

MAJOR FEATURE NAMING REQUEST

I request a major feature be named or renamed.

Major Feature: _____

Proposed Feature Name: _____

Major Feature Location: _____

(Please attach a description/map showing the location of the major feature.)

Please attach the following documentation as a part of this application.

- A. The reason(s) for the proposed name.
- B. Written documentation indicating a certification of character and community support for the proposed name. (i.e. letters of support, petitions, etc.)
- C. If proposing to rename a park, recreational facility , or major feature, include justification for changing an established name.
- D. If proposing to name a park, recreational facility, or major feature for an outstanding individual, include documentation of that individual's significant contribution in regards to the Ames Park System, City of Ames, State of Iowa and or the Nation.

I certify that the statements made in this application and any attachments are true to the best of my knowledge. I understand that the Parks and Recreation Director will assess and authenticate any information provided in this application pursuant to the Parks and Recreation Naming Policy. I also understand once submitted, this application and any findings during the authentication process will become part of the public record and will continue to be part of the public record whether the application is approved or denied.



Signature of Applicant

November 8, 2019

Date

OFFICE USE ONLY	
Date Received: _____	Signature: _____
Notes:	

Woodland St

Westwood Dr.

Crane Ave

Story St



November 8, 2019

Parks and Recreation Commission
City of Ames

Dear Commissioners,

I am writing today to encourage you to name the park that will be built on the location of the former Edwards Elementary School after Labh and Tahira Hira. Not only have the Hiras provided a generous monetary donation to support the building of the park on this location, their ongoing commitment to our community makes them excellent candidates to be recognized in this way.

Much of the Hiras' contribution to Ames and the surrounding community centers on their decades as faculty and leaders at Iowa State University. I got to know Dr. Labh Hira as both the Raisbeck Dean of the College of Business and then when he served as the interim president of the Iowa State University Foundation, where I work. My opportunity to get to know Dr. Tahira Hira also centers on her work with the Foundation, through her generously sharing her expertise, especially in the area of financial literacy, to the ISU Foundation's Women & Philanthropy program. Both have served as ISU Foundation Governors for many years and give our organization so much of their energy and enthusiasm, in addition to their time and talent.

In addition to their time with the University, both the Hiras have given generously to the community. Tahira especially has been an active member of numerous boards of directors at local nonprofits. Together, they have been generous financial supporters of many of the organizations that make Ames a great place to live, including Mary Greeley Medical Center, Youth and Shelter Services and Habitat for Humanity to name just a few.

The attached document, outlining the Hiras' extensive involvement locally, across the State of Iowa and nationally, show their true commitment to service to others. All of these activities and experiences, in my opinion, make them excellent candidates to be recognized by the City of Ames by naming the park at the former Edwards Elementary School in their honor. I urge you to recommend this naming to the Ames City Council so that these generous, community minded individuals may be recognized.

Sincerely,



Melissa Rowan
Assistant Vice President, Strategic Initiatives
Iowa State University Foundation

Labh and Tahira Hira

From the moment they arrived in Ames in 1980, Labh and Tahira sought to contribute to Iowa State University, first as faculty members, and then as administrators. Similarly, they got deeply engaged in Ames community and have provided generous financial support to both Iowa State University and Ames community. Now in retirement, they remain connected to campus and Ames community. Labh and Tahira have truly left an indelible mark on Iowa State University and the city of Ames.

Professional Experiences:

- Labh served as the College of Business' fourth dean (2001-2012) and the inaugural holder of the Raisbeck Endowed Deanship. He led a period of tremendous growth in the college, marked by two of the most significant milestones in the young college's history: the completion of the Gerdin Business Building and the creation of a PhD program.
- Labh served as interim president of the Iowa State University Foundation (2012-2013).
- Labh was honored as Outstanding CPA in Business and Industry by Iowa Society of Certified Public Accountants (2012).
- Tahira is internationally known as a leader in the field of personal finance and consumer economics. At ISU she has served in administration as:
 - Senior Policy Advisor to President Leath
 - Assistant for External Relations to President Geoffroy
 - Associate Vice Provost for ISU Extension
- On the national stage Tahira's accomplishments include:
 - Member of the President (George W. Bush) Advisory Council on Financial Literacy
 - Chair of the NYSE Committee on Financial Literacy
 - Expert witness for the U.S. Senate Banking Committee 1987 (about disclosure of interest rates on savings and need for information & consumer education)
 - Expert witness for the U.S. Senate Judiciary Committee 1998 (about revision of Consumer Bankruptcy Code)
 - University of Missouri Distinguished Faculty-Alumni Award (2004)
 - Founding President of Association for Financial Counseling and Planning Education
 - Distinguished Fellows Award, the Association for Financial Counseling and Planning Education (1996)
 - President of American Association of Family and Consumer Sciences
- At the state level Tahira was appointed to:
 - Council of Economic Advisers by Governor Tom Vilsack (2006)
 - Financial Literacy Skills Writing Committee (Model Curriculum for 21st Century) by Governor Chet Culver (2007)
 - Iowa Credit Union Board by Governor Chet Culver (2008-2010)
 - Iowa Student Loan Board by Governor Chet Culver to represent Iowa Board of Regents (2009-2011)

Community Involvement:

Tahira

- Member of the Ames Chamber of Commerce (President in 2006)
- Member of the Youth and Shelter Services (YSS) Foundation Board
- Member of the Northcrest Community Foundation Board
- Member of the Ames Rotary
- Member of the Story County Habitat for Humanity Board
- Hiras have financially supported many Ames organizations including:
 - Mary Greeley Hospital
 - Northcrest Community
 - Youth and Shelter Services (YSS)
 - Habitat for Humanity
 - Ames Rotary
 - Establishment of Munn Woods

Iowa State University Volunteer Positions, Honors and Awards:

Labh

- ISU Foundation Governor – Appointed in 1994
- ISU Foundation Board of Directors from 2001-2008
- ISU Foundation Finance Committee from 1994-2000 and 2001-2007
- Recipient, ISU Alumni Association Faculty-Staff Inspiration Award (2014)

Tahira

- ISU Foundation Governor – Appointed in 2002
- ISU Alumni Association Board of Directors 2003-2012
- Former member, College of Human Sciences Dean's Advisory Council
- Recipient, Faculty Citation Award (1996)
- Iowa Board of Regents Award for Faculty Excellence (1996)
-

The Hiras

- Members, Campaign Cabinet for Campaign Forever True
- Members, College of Business Campaign Committee for Campaign Forever True
- Recipients, College of Business Russ and Ann Gerdin Award (2014)
- Recipients, Order of the Knoll Faculty-Staff Award (2010)
- Recipients, Honorary Alumnus and Alumna Award (2019)
- Lifetime members, ISU Alumni Association
- Order of the Knoll, W.M. Beardshear Society and Campanile Society

ATTACHMENT C

Keith - I understand you'll be discussing the application from Labh & Tahira Hira for naming rights for the park at the meeting on Thursday. I wanted to express my support for that. They have done much to support Ames and our neighborhood.

Thanks

Brenda Smith

Forwarded from Kathy Schnable:

Kathy, I have concerns over the naming of the Park. I would ask the Park and Rec commission to delay making a decision until the neighborhood as a whole has input on any name put forth which could be done very easily through email. The current name and advantage i.e. \$40K, and any other name and reasons could be solicited followed by an email vote on choice. I believe it is very important for the neighborhood to be completely involve in such an important matter especially in view of all the effort that the neighborhood expended in acquiring this space.

My personal preference is "Edwards Park" since it has historical significance, honors an important Ames individual, and would appeal to the several thousands of people who matriculated through Edwards Elementary over the years bringing back many found memories.

I would also ask the Park and Rec people to follow the rankings of the neighborhood as they move forward with the development process.

Kathy thanks for all of the things that you have been doing for the neighborhood. I and others really appreciate it. If ever I can be of any help let me know.

Ken Platt

Forwarded from Annie Barbour:

I emailed Keith earlier today in my support of naming the park after the Hira's. I don't know if either of you plan to attend the meeting at 4pm but I'm not able to. Just in case one of you do and you have an opportunity to make additional comments I'd like to relate the experience we had when we purchased their home in 2013. I had worked with both Labh and Tahira on different projects so I knew them professionally. When we toured their home and considered buying it they kept other interested parties at bay because they felt that the house would be very good for my husband as his MS progressed. They felt they were meant to sell it to us. They worked with us on the price and were very accommodating on everything. They came back recently to show Labh's nephew the house they built and Tahira made the comment that she was so glad they

sold the home to us and how perfect it was for us. It warmed her heart. (Neil had gone from walking with a cane to now in a power chair.) Both of these people are more interested in helping others than they are for their own gain. I can't speak highly enough of them.

Feel free to forward this to anyone and or raise it in today's meeting.

I hope we get it approved.

Thanks to both of you for all you do for our neighborhood.

Brenda Smith

Keith --

Just a comment on the Edwards neighborhood park naming, in case it's not too late:

I think part of the pushback on the naming is that to some degree naming the park will rename the neighborhood (as Edwards school is no longer here to give it that name).

As a friendly amendment what about naming it "The Labh and Tahira Hira Edwards Neighborhood Park" or some similar variant that doesn't rename the neighborhood but does name the park?

Thanks

Steve Holland

Keith,

Thank you again for the presentation last week of the new park proposal in our Old Edwards neighborhood.

After reflecting on the proposal and budget, I suggest, based on community input last spring, focusing on the walking path, open space, and an architecturally appropriate shelter, if possible:

- eliminate the basketball pad, splash pad option, and walkways leading to that part of the park
- reroute the walkway on the west side of the park to the playground and use the border of the playground as part of the walking loop
- extend the winding walking loop through the SE and NE portions of the park, as much as possible
- build a shelter with a design more like the sign, with stone and/or wood, to be more architecturally consistent with our older neighborhood; eliminate the shelter for now if we can't do it well

Would permeable ADA-compliant hard surface paths be less expensive than concrete?

I would suggest doing additional fundraising to ensure that the shelter is a good design for the context. Maybe offer naming rights for the shelter? I would be opposed to putting up a bare-bones shelter like what has been proposed, because I think it would degrade the existing open space.

Here are a couple of examples of what I'm thinking about:

<https://www.iconselters.com/products/cg20x44-9m-p4-30-105-30~30900>
<https://www.flickr.com/photos/poligonbyportercorp/28944577003/in/album-72157673542933186/>

One other suggestion. For those presentations, I recommend presenting the whole proposal with the budget before mentioning naming issues!

Thanks again for your work and the work of your staff.

Steve Godfrey

Phone calls received regarding the request:

Roger and Connie Underwood are in favor of the request.

Warren Madden is in favor of the request.

COUNCIL ACTION FORM

SUBJECT: DEMOLITION OF GREEK HOUSE AT 120 LYNN AVENUE

BACKGROUND:

Delta Omicron Chapter of Kappa Kappa Gamma sorority is seeking approval to demolish their existing sorority house in order to construct a new sorority house. The current house at 120 Lynn Avenue was constructed in 1930 as the Roger Williams Baptist Student Center. It has been a sorority since 1949 when it was purchased by Kappa Alumnae. Later in 1972 ownership was transferred to the Delta Omicron House Corporation. A sizable addition was completed in 1986. A location map can be found in Attachment A and a picture of the existing house can be found in Attachment B.

The zoning of the property is High Density Residential (RH). In addition, it has the East University Impacted Area Overlay District (O-UIE). **This overlay requires City Council approval prior to demolition of any structure currently or formerly used by a “Greek” organization.** Ames Municipal Code (AMC) Section 29.1110 (O-UIE) describes the process and submittal requirements for obtaining demolition approval from the City Council. The demolition requirements can be found in the Addendum.

The Kappa Kappa Gamma house currently accommodates 62 of its membership of 100 women. A slightly larger number of their members wish to live in the house so Delta Omicron seeks to demolish the structure and build another one to accommodate 66 members and to improve the house and general property. They believe these improvements will maintain the organization’s competitive position in relation to current trends within the Greek community.

Delta Omicron Chapter of Kappa Kappa Gamma, represented by their contact person, Naura Godar of RDG Design, has provided the required documentation. Required documentation includes cost for rehabilitation, structural analysis, cost estimates for new construction, economic feasibility, gross income and expenses, form of ownership, and a proposed site development plan. The applicant’s submittal is found in Attachment D, while a complete review of the criteria can be found in the Addendum.

At this time the Minor Site Development Plan for the replacement structure has been submitted to staff for approval and is included as Attachment E. Council is not required to approve the Minor Site Development Plan for the replacement building. Staff notes that the property owners were granted an Exception by the Zoning Board of Adjustment in July for a reduced drive aisle width by two feet to allow for required parking to serve the new building. This allows the drive aisle to be two feet less in width than required while still allowing for adequate vehicle maneuvering. With the Exception approval, the Site Development Plan is approvable by staff if the demolition request is approved by City Council.

To approve demolition of a fraternity home, Council must find the request is consistent with Section 29.110 (2)b:

“The structure cannot be used for the original intended purpose and/or no alternative reasonable use can be identified and the property owner can show evidence that an economic hardship will be created if the structure cannot be removed.”

Section 29.110 (2)c describes the finding of economic hardship to include

“Denial of a demolition request has deprived, or will deprive, the owner of the property of reasonable use of, or economic return on, the property.”

The applicant describes in their application the condition of the current property needing significant remodeling valued at approximately three million dollars and a construction cost of at least four million dollars for a new house that achieves all their design interests and increases capacity by four residents. The applicant believes they receive better value from demolishing and rebuilding than just remodeling the home.

With prior requests for demolition, Council has approved demolition contingent upon site plan approval and submittal to the City of building permit plans. There has also been a condition that prior to demolition, the property owners provide verification of the financial feasibility of the building proposed to replace the current structure to ensure there is no speculative demolition that occurs without assurance of the replacement building being constructed.

ALTERNATIVES:

1. The City Council can approve the request for demolition of the Greek residence at 120 Lynn Avenue with the conditions that:
 - a. A Minor Site Development Plan is approved by the Director of Planning and Housing before a demolition permit is issued.
 - b. An application for a building permit consistent with the building elevations and floor plans submitted with the Minor Site Development Plan as represented by Attachment E is submitted before a demolition permit is issued.
 - c. Approval of the demolition request is valid for the life of the minor site development plan permit SDP-555-2018 approval. *(This is for two years with a one year extension)*
 - d. Proof of financing for the construction of the new structure submitted for review and acceptance by the Planning and Housing Director. *(This would likely be a letter or loan document from a financial institution that is willing to make a loan on the construction of the project.)*

2. The City Council can approve the request for demolition of the Greek residence at 120 Lynn Avenue without conditions.
3. The City Council can deny the request for demolition of the Greek residence at 120 Lynn Avenue if it finds that the criteria of Section 29.1110 (2) (c) are not satisfied.
4. The City Council can defer action on this request and refer it back to City staff and/or the applicant for additional information within the next 30 days.

CITY MANAGER’S RECOMMENDED ACTION:

The Greek neighborhood adds value to the community by, among other things, its distinct and diverse architecture and as a desirable housing option for students at Iowa State University. The East University Impacted Area Overlay District was created to preserve the existing Greek houses to the greatest extent possible in recognition of these valuable traits. If new construction occurs in the O-UIE, the City has established minimum design criteria that are intended to promote compatibility with the existing distinct and diverse architecture.

More than a dozen Greek homes have been renovated in order to improve safety and meet the needs of today’s students. This has been a response to the trend of increased Greek membership and to preserve and improve the neighborhood. Four Greek houses have been demolished in recent years—three houses (Delta Tau Delta at 2121 Sunset Drive, Sigma Chi at 2136 Lincoln Way and Acacia at 138 Gray Ave) in order to construct new, larger homes for the increased Greek population and one (129 Ash Avenue) in order to allow the construction of a parking ramp for a church.

Kappa Kappa Gamma has been associated with Iowa State University since 1972 and many members have expressed a desire to live in the house. The Board of the Delta Omicron Chapter has provided evidence that it believes meets the zoning criteria for demolition and has proposed a new Greek house on the same site as the current building.

In staff’s view of the criteria, the applicant is focused on whether reasonable use of the property is afforded to them if they have to rehabilitate the existing building. As with other Greek houses, there has been an interest in reinvestment to continue to be competitive in maintaining membership. Cost comparison of the two options shows the new building option to be more expensive, but in the applicant’s view it has greater value for the property in the long term and that the rehabilitation option is not viable for meeting their desired membership needs. The applicant believes they have demonstrated that, as a Greek Organization that wants to maintain a sorority on the property that they own, that the only economical and reasonable use of the land is to allow for demolition of the existing home.

Given the type of information provided in support of the application, it is difficult for staff to verify the economic feasibility or relative value of the rehabilitation compared to demolition. However, the information provided by the applicant is similar to the justifications provided for the prior demolition requests that were

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

Staff notes that based upon City Council's recent amendment to the University Area URA, the new sorority building would be eligible for property tax abatement on the increased value of the home.

ADDENDUM

Ames *Municipal Code* Section 29.1110(2)(b) criterion and staff's summary of information provided by the applicant.

29.1110 (2)(b) The structure cannot be used for the original intended purpose and or no alternative reasonable use can be identified and the property owner can show evidence that an economic hardship will be created if the structure cannot be removed. To prove economic hardship, the applicant shall submit where appropriate to the applicant's proposal, the following information to be considered.

(i) *Estimate of the cost of the proposed demolition*

- \$180,000

(ii) *Estimate of any additional cost that would be incurred to rehabilitate the building for the intended use.*

- \$3,000,000. The items included in the cost are listed on page 3 and 4 of Attachment 1 of the applicant's submittal (Attachment D).
- The architect states that this is the greatest amount of improvements that can be done to the existing structure which include structural rehab of the foundation along with electrical, accessibility, mechanical and dining area improvements. The rehabbed structure would continue to provide space for only the current 62 residents, not the desired 66.

(iii) *A report from a licensed engineer or architect with experience in rehabilitation as to the structural soundness of the structure or structures on the property and their suitability for rehabilitation. (This shall be required only when the applicant's proposal is based on an argument of structural soundness.)*

- Architect's letter indicates that the demolition proposal is not primarily based on structural soundness though some small structural issues need to be addressed and investigated further in the current building.

(iv) *Estimated market value of the property in its current condition; after completion of demolition; after any changes recommended by the City Council; and after renovation of the existing property for continued use.*

- The estimated market value of the building in its current condition is \$539,600 with an additional \$303,100 of land value (2018- City Assessor).

- The value of the property (Land) after demolition is estimated at \$303,100.
- The construction cost estimate for rehabilitation is \$3,000,000 for a 62 bed house. The value after rehabilitation is estimated at \$1,500,000.
 - Neither construction cost estimate indicates whether it includes architect fees, permit fees, or other soft costs.

(v) *An estimate from an architect, developer, real estate consultant, appraiser, or other real estate professional experienced in rehabilitation as to the economic feasibility of rehabilitation or reuse of the existing structure on the property.*

- Architect RDG has provided the following statement:

The “Estimated Cost for Rehabilitation” section deals with in use as a sorority house, however it does not address the space needs developed by Kappa Kappa Gamma with the assistance of RDG. Specifically, the sorority would like to increase its capacity of live in women and provide a Chapter room that can hold all active women in the chapter. The space to accomplish these tasks does not exist in the current structure. Adding space will also be extremely difficult aesthetically and to accommodate internal circulation flow.

After reviewing the information provided above, I believe the cost to rehabilitate and expand the existing structure to meet the programmatic needs of the chapter would be as much or more than the cost of new construction on this site. The difficulty of working with the conditions noted [previously, and the unforeseen conditions that occur with remodeling an existing building present a high cost risk to remodeling and addition to this building.

In our estimation, new construction is the best way to proceed and has the following advantages:

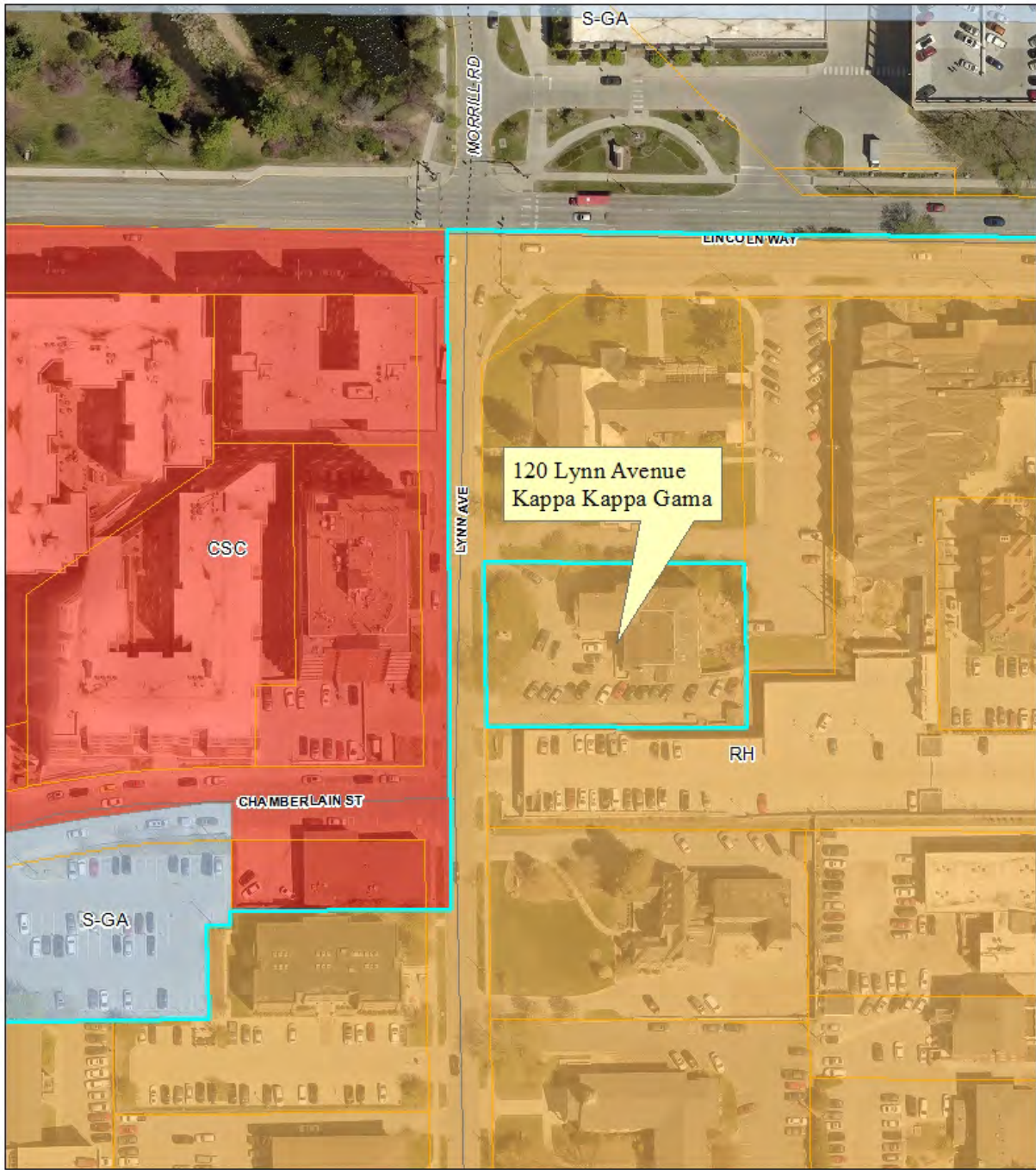
- a. More cost effective solution.
 - b. A better design solution that meets and exceeds the desired space program much better than remodel existing and expanding the structure
 - c. A more marketable product to the end user / the student.
- **A breakdown of the difference between cost of rehabilitation versus a new building is provided in Attachment C.** New construction is estimated at 4 million dollars compared to 3 million dollars for rehabilitation. The breakout includes revenues and expenses under rehabilitation and the same under new construction with a difference shown between both over the next 4 years. Additionally, a small schedule is shown indicating a time period when the debt to pay for the cost of constructing a new building is eliminated in the future.

(vi) *Amount paid for the property, the date of purchase, and the party from whom purchased, including a description of the relationship, if any, between the owner of record or applicant and the person from whom the property was purchased, and any terms of financing between the seller and buyer.*

- The current structure was built as the Roger Williams Baptist Student Center in 1930 for \$25,000. The current Greek organization, Delta Omicron House Corporation has owned the property since 1972.
- (vii) *If the property is income-producing, the annual gross income from the property for the previous two years; itemized operating and maintenance expenses for the previous two years; and depreciation deduction and annual cash flow before and after debt service, if any, during the same period.*
- Attachment 4 (page of the attached report) provides the last two years of revenues and expenses.
- (viii) *Remaining balance on any mortgage or other financing secured by the property and annual debt service, if any, for the previous two years.*
- There is currently no mortgage balance. The property has been paid for in full.
- (ix) *All appraisals obtained within the previous two years by the owner or applicant in connection with the purchase, financing, or ownership of the property.*
- A report of insurance evaluation is included in Attachment 6 of the report. No specific appraisal information has been given to staff.
- (x) *Any listing of the property for sale or rent, price asked and offers received, if any, within the previous two years.*
- Has not been for sale.
- (xi) *Assessed value of the property according to the most recent assessments.*
- The 2017 assessed value of the property is \$842,700, with \$303,100 of that in the value of land.
- (xii) *Real estate taxes for the previous two years.*
- 2016 taxes payable in September 2017 and March 2018 were \$7,590 each for a total of \$15,180.
- (xiii) *Form of ownership or operation of the property, whether sole proprietorship, for profit or not-for-profit corporation, limited partnership, joint venture, or other.*
- Not-for-profit corporation registered with the Iowa Secretary of State.
- (xiv) *Approval of a minor site development plan and architectural drawings as meeting the requirements of subsection (3) through (6) below and all other applicable standards of the City of Ames.*

- A Minor Site Development Plan and architectural drawings (elevations and floor plans) have been submitted. Staff has reviewed them and anticipates that they will meet all the standards of the City and will subsequently be approved.
- The City Council is not asked to approve the site development plan—the zoning ordinance gives that responsibility to the Director of Planning and Housing. However, staff is including a site plan and an artist's rendition of the proposed new house for the Council's information in Attachment E.

Attachment A- Location Map



120 Lynn Avenue Location & Zoning

Attachment B (Picture Of Current House)



Attachment C- Cost Comparisons

	REMODEL			NEW BUILD		
	2022-2023	2021-2022	2020-2021	2021-2022	2022-2023	2022-2023
<i>Income</i>						
Board Income	\$ 321,440.63	\$ 306,133.93	\$ 291,556.13	\$ 323,951.25	\$ 340,148.81	\$ 357,156.25
Board per Person	\$ 5,952.60	\$ 5,669.15	\$ 5,399.19	\$ 5,399.19	\$ 5,669.15	\$ 5,952.60
<i>Expenses</i>						
Repairs & Maint	\$ 30,900.00	\$ 30,000.00	\$ -	\$ -	\$ 7,000.00	\$ 7,000.00
Electric	\$ 16,647.48	\$ 16,162.60	\$ 15,691.85	\$ 10,199.70	\$ 10,403.69	\$ 10,611.77
Gas	\$ 8,490.14	\$ 8,242.86	\$ 8,002.78	\$ 5,201.80	\$ 5,305.84	\$ 5,411.96
Utilities	\$ 25,137.62	\$ 24,405.46	\$ 23,694.62	\$ 15,401.50	\$ 15,709.53	\$ 16,023.73
Construction			\$ 3,000,000.00	\$ 4,000,000.00	\$ -	\$ -

\$ saved between a new build and a remodel in 2022-2023

Board Income	\$ 35,715.63
Repairs & Maintenance	\$ 23,900.00
Utilities	\$ 9,113.90
Total	\$ 68,730

\$ saved between a new build and a remodel in 2021-2022

Board Income	\$ 34,014.88
Repairs & Maintenance	\$ 23,000.00
Utilities	\$ 8,695.93
Total	\$ 65,711

\$ saved between a new build and a remodel in 2020-2021

Board Income	\$ 35,715.63
Repairs & Maintenance	\$ (1,000,000.00)
Utilities	\$ 8,293.12
Total	\$ (955,991)

est. cumulative savings in a new build over 3 school years

Board Income	\$ 105,446.13
Repairs & Maintenance	\$ (953,100.00)
Utilities	\$ 26,102.94
Total	\$ (821,550.92)

est. cumulative savings in a new build over 12 school years

Board Income	\$ 421,784.53
Repairs & Maintenance	\$ (753,100.00)
Utilities	\$ 104,411.77
Total	\$ (226,903.70)

est. cumulative savings in a new build over 21 school years

Board Income	\$ 738,122.92
Repairs & Maintenance	\$ (527,000.00)
Utilities	\$ 182,720.60
Total	\$ 393,843.53

Delta Omicron of Kappa Kappa Gamma

Application for Demolition Permit

Based on Economic Hardship

For its Facility at

120 Lynn Avenue

Ames, IA

“O-UJE” District

Ellen Chestnut

President

emchesnut@gmail.com

Annie Brandt

Vice President

annie.brandt@thrivent.com

March 27, 2018

Table of Contents and Attachments

Attachment numbers correspond to the information requested in
Sec. 29.1110 O-UJE East University Impacted District
Paragraph 2 b

Section	Item
i.	Estimate of Demolition Cost
ii.	Estimate of additional Cost to Rehabilitate
iii.	Report of Structural Soundness
iv.	Estimated Economic Market value
v.	Economic Feasibility to Rehabilitation or reuse of existing structure
vi.	Title information for Property
vii.	Annual Gross Income and Expenses
viii.	Remaining Mortgage Balances
ix.	Appraisals (insurance inspection??)
x.	Listing of property for sale or rent in past two years
xi.	Assessed value of Property
xii.	Real Estate Taxes
xiii.	Form of Ownership
xiii.	Minor site development plan

Attachment 1

(2) (b) (i) Estimate of the cost of the proposed demolition.

(2) (b) (ii) Estimate of any additional cost that would be incurred to rehabilitate the building for the intended use.

(2) (b) (iii) A report from a licensed engineer or architect with experience in rehabilitation as to the structural soundness of the structure or structures on the property and their suitability for rehabilitation.

(2) (b) (iv) An estimate from an architect, developer, real estate consultant, appraiser or other real estate professional experienced in rehabilitation as to the economic feasibility of rehabilitation or reuse of the existing structure on the property.

(2) (b) (i) Estimate of the cost of the proposed demolition.

In discussions with Harold Pike Construction, the estimated full building demolition is \$180,000 with the scope of work noted below:

1. Permits
2. Asbestos testing
3. Asbestos removal
4. Removal of all material including footings and foundations
5. Landfill costs

Mr. Kelly Diekmann
Planner, Department of Planning and Housing
City of Ames
515 Clark Street
Ames, IA 50010

Dear Mr. Diekmann:

This letter is in reference to the Kappa Kappa Gamma Sorority House at 120 Lynn Avenue and the proposed update to its current facility. The current chapter house is owned by the Delta Omicron chapter of Kappa Kappa Gamma. The purpose of this letter is to present my firm's review of the condition of the existing building and its ability to meet current programmatic needs. This will also provide an opinion of costs related to viable improvements for remodeling to meet the current needs versus constructing a new facility.

History

Over the course of its nearly 70 year history, the Kappa Kappa Gamma Sorority House has undergone several additions and remodeling to deal with member size and academic/social needs of the chapter members. The initial structure was constructed as the Roger Williams Baptist Student Center in 1930, the women of Kappa purchased, built an addition and remodeled in spring of 1949. In 1971, the city's Building Inspector asked that five rooms in the northeast corner of the house not be used due to structural weakness in that corner of the building and major structural repair was done to the corner of the house. A significant addition was provided in 1986.

Currently the house has sixty live in members. The building is arranged as follows and totals approximately 13,298 square feet. The Chapter Room is located in the basement. The first floor has 5,083 gross square feet, the second floor has 5,041 gross square feet, and the third floor has 3,174 gross square feet. The basement has 5,041 square feet.

Evaluation

We have reviewed the existing building to ascertain how it must be modified to meet requirements for Kappa Kappa Gamma to maintain a standard of excellence as a nationally recognized sorority and viability at Iowa State University. The current structure has become outdated in conveniences and capacity. The sorority is unable to accommodate all their members, and their chapter currently requires all members to live in the house.

1. Students entering college today have increased expectations of their living conditions. They typically come from homes where they have never shared a bedroom and seek out housing that provides amenities and aesthetics consistent with the condition they came from. These include:
 - a. Upscale space amenities including access to the internet, video, privacy, recreation and ample storage space for personal belongings.
 - b. Dining options that allow for on the go and off hour access.

2. These housing environments need to provide flexibility of spaces.
 - a. Living/learning environments are now combined as students are increasing functioning in a multi-tasking mode.
 - b. Group/individual areas are needed for meeting and studying to support and encourage community building activities.
 - c. Providing space for informal socializing and small group studying as well as large spaces for whole-house functions is critical.

3. Restrictions on space and amenities of the existing spaces are becoming an increasing issue for the house.
 - a. KKG spends upwards of \$50,000 each year for small upgrades and maintenance, yet the offerings to women are not drastic improvements due to the constraints of the current structure.
 - b. The cost of operating expenses is considered as a key factor in the ongoing viability of the houses.
 - i. Efficient energy usage is critical and has a major economic impact.
 - ii. Lower maintenance costs related to construction materials and finishes have an impact on the long-term operations.

Chapter 29.1110 – Demolition Requirements

Estimated Cost for Rehabilitation **\$3,000,000**

In order for the women of Kappa Kappa Gamma to continue living in the existing house, a remodel would require gutting the home to make several key modifications.

1. Waterproofing of the basement. The basement has flooded with both sewer and storm water several times in the last five years. The current system of water discharge does not meet the City of Ames standards.
2. Kitchen. The grease interceptor is currently located inside the building in the basement, which no longer meets City of Ames standards. The interceptor would need to be moved outside the building, the kitchen to a higher level of the home.
3. Installation of central air conditioning, and a new building heating boiler system
4. Electrical upgrades are needed throughout the house. The existing service is undersized for today’s electrical needs

and the technology system.

5. Security upgrades.
6. Egress and accessibility. Remodeling the entire home will require additional space to be allotted for accessibility and egress items that were not required when the home was originally built.

Using the recent remodels of Theta Delta Chi, Alpha Gamma Rho and Delta Upsilon as comparison, the cost of approximately \$215 per square foot is appropriate.

Report of Structural Soundness

Numerous cracks were observed in the foundation walls of the building. These did not appear to be presenting major structural settlement problems. If further development of the existing building is pursued, more extensive investigative testing is warranted before proceeding. There is significant evidence of moisture penetration issues observed in areas of the basement. This will need to be addressed as noted by the "Estimated Cost for Rehabilitation" section.

Economic Feasibility for Reuse of Existing Structure

The "Estimated Cost for Rehabilitation" section deals with in use as a sorority house, however it does not address the space needs developed by Kappa Kappa Gamma with the assistance of RDG. Specifically, the sorority would like to increase its capacity of live in women and provide a Chapter room that can hold all active women in the chapter. The space to accomplish these tasks does not exist in the current structure. Adding space will also be extremely difficult aesthetically and to accommodate internal circulation flow.

After reviewing the information provided above, I believe the cost to rehabilitate and expand the existing structure to meet the programmatic needs of the chapter would be as much or more than the cost of new construction on this site. The difficulty of working with the conditions noted [previously, and the unforeseen conditions that occur with remodeling an existing building present a high cost risk to remodeling and addition to this building.

In our estimation, new construction is the best way to proceed and has the following advantages:

- a. More cost effective solution.
- b. A better design solution that meets and exceeds the desired space program much better than remodel existing and expanding the structure
- c. A more marketable product to the end user / the student.

Historic Preservation

I believe strongly in the importance of Historic Preservation, and do not recommend demolition quickly. In addition to the financial and programmatic items that align for the request to build new, the historic nature of the building must be addressed.

Although the historic frame of the building exists, much of the historic character of the building has long been removed. The windows on the existing structure were replaced several years ago. The addition in 1986 (although aesthetically compatible) changed the historic façade. Multiple remodels in the bathrooms, bedrooms and kitchen have changed the historic fabric of the interior.

The women of Kappa Kappa Gamma have expressed a strong desire to rebuild in the aesthetic of their current home, and the architecture of KKG homes across the country reinforce the idea that the new structure will be compatible to the desired proportion and materiality prevalent in Iowa State's Greek Housing.

If you have any questions, please do not hesitate to contact me.

Warmest Regards,

A handwritten signature in blue ink that reads "Aracelis Fodor". The signature is written in a cursive, flowing style.

Attachment 2

(2) (b) (iv) Estimated market value of the property in its current condition after completion of demolition; after any changes recommended by the City Council; and after renovation of the existing property for continued use

Estimated Market Value in Current Condition:

Building: \$539,600

Land: \$303,100

from the Ames City Assessor's Page

After Completion of Demolition:

Land: \$303,100

After Changes Recommended by the City Council:

Not available at this time. Would need to be determined following receipt of information from City Council.

After Renovation of the Existing Property for Continued Use:

Building: \$1,500,000

Land: \$303,100

From Kappa Kappa Gamma discussion with real estate agent

Attachment 3

(2) (b) (vi) Amount paid for the property, the date of purchase, and the party from whom purchased, including a description of the relationship, if any, between the owner of record or applicant and the person from whom the property was purchased, and any terms of financing between the seller and buyer

Original cost of home \$25,000 (Ames Tribune "Building Permits" section Jan 10, 1930)

Ownership was originally held by the Kappa Alumnae but in 1972 ownership was transferred to the Delta Omicron House Corporation

Fee \$2.50



WARRANTY DEED

(CORPORATE)

3388
STORY COUNTY, IOWA
FILED FOR RECORD
A.M. JUN 21 1972 4:16 P.M.
ELLA M. HORNBACKER, Recorder
By _____ Deputy

Know All Men by These Presents:

That KAPPA KAPPA GAMMA FRATERNITY
having its principal place of business at Columbus, in Franklin
County and State of Ohio, a corporation organized and existing under the
laws of the State of Ohio, in consideration* of the sum of One Dollar and other good
and valuable consideration
in hand paid does hereby CONVEY unto DELTA OMICRON HOUSE ASSOCIATION OF KAPPA
KAPPA GAMMA FRATERNITY

Grantees' Address: Ames, Iowa
the following described real estate situated in Story County, Iowa, to-wit:

The North 129.3 feet of the South 209.3
feet of Lot 23, Parker's Addition to the
City of Ames, Iowa.

This deed is exempt from Transfer tax under Chapter 428 A.1
Code of Iowa.

And said Corporation hereby covenants with said grantees, and successors in interest, that it holds said real estate by title in fee simple; that it has good and lawful authority to sell and convey the same; that said premises are free and clear of all liens and encumbrances whatsoever, except as may be above stated; and it covenants to Warrant and Defend the said premises against the lawful claims of all persons whomsoever, except as may be above stated.

Words and phrases herein, including acknowledgement hereof, shall be construed as in the singular or plural number, according to the context.

IN WITNESS WHEREOF said corporation has caused this instrument to be duly executed this 14th
day of February, 19 72.

Kappa Kappa Gamma Fraternity

By Louise L. Barbeck
President Title

By Jane L. Koke
Treasurer Title

530 East Town Street

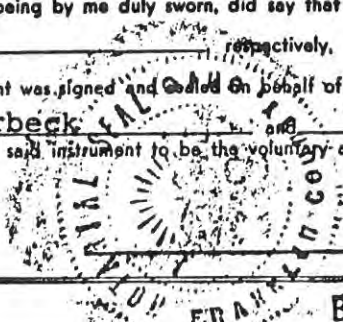
Columbus, Ohio 43216

(Grantors' Address)

OHIO
STATE OF ~~IOWA~~ COUNTY OF FRANKLIN ss.

On this 14th day of February, A.D. 1972, before me, the undersigned, a Notary Public in and for the State of ~~IOWA~~ Ohio, personally appeared Louise L. Barbeck and Jane L. Koke to me personally known, who, being by me duly sworn, did say that they are the President and Treasurer respectively, of said corporation; that (no seal has been procured by the said)

corporation; that said instrument was signed and sealed on behalf of said corporation by authority of its Board of Directors; and that the said Louise L. Barbeck and Jane L. Koke as such officers, acknowledged the execution of said instrument to be the voluntary act and deed of said corporation, by it and by them voluntarily executed.



Katharine K. Penneel
Notary Public in and for the State of ~~IOWA~~ Ohio

H-3055

BOOK 148 PAGE 159

2. CORPORATE DEED
This Printing: January 14, 1971

L
I
S
C INSTR. NO. 3388 FILED FOR RECORD THE 21 DAY OF June STATE OF IOWA, STORY COUNTY.
RECORDING FEE 2.50 1972 AT 4:16 Ella M. Hornbacher Recorder
TRANSFER FEE 1.00 O'CLOCK P M. BOOK 148 PAGE 159 Beila A. Nelson Deputy

Please type or print names under signatures as per Sec. 325.3 Code of Iowa as amended

Summary

Ames City Assessor

Sec-Twp-Rng 09-83-24
 Brief Tax Description PARKER'S ADD N129.3' S209.3' LOT 23
 Primary Class Residential
 Primary Zoning RH - Residential High Density Zone
 Secondary Zoning N/A
 Zoning Overlay O-UIE - E University Impacted OL Dist
 Secondary Zoning Overlay N/A
 Gross Acres 0.00
 Net Acres 0.00
 Last Transfer 6/21/1972
 Recording Date
 Deed Book/Page 148-159 (2/14/1972)
 (Instr. Date)
 Contract Book/Page N/A
 (Instr. Date)
 Taxing District AMES CITY/AMES SCH
 School District AMES COMMUNITY SCHOOL
 TIF/UR District N/A
 Drainage District N/A
 Fire District AMES
 Neighborhood Apts: Campus



Property ID 09-09-202-240
 Map ID 09-09-202-240
 Property Address 120 LYNN AVE
 AMES

[View/Print Historical Property Record Card](#)

Owner

Deed Holder
 DELTA OMICRON HOUSE ASSOC OF KAPPA KAPPA
 GAMMA FRATERNITY
 120 LYNN AVE
 AMES IA 50014-7107

Contract Holder

Mailing Address
 DELTA OMICRON HOUSE ASSOC OF KAPPA KAPPA
 GAMMA FRATERNITY
 120 LYNN AVE
 AMES IA 50014-7107

[Change mailing address](#)
[Transfer Homestead or Military](#)

Site Description (Ames)

Topography Level
 Public Utilities All
 Street or Road Paved
 Neigh. Life Cycle Static
 Legal Acres 0.6094
 Legal Sq Ft 26,545

Farm Land Computations (Ames)

Parcel Acreage 0.6094
 81 Legal Drain NV [-] 0
 82 Public Roads NV [-] 0
 83 UT Towers NV [-] 0
 9 Homesite(s) [-] 0
 Total Acres Farmland 0
 True Tax Value 0.00
 Measured Acres 0
 Average True Tax Value/Acre 0.00
 True Tax Value Farmland 0.00
 Classified Land Total 0
 Homesite(s) Value (+) 0.00
 Total Land Value 0.00

Commercial (Ames)

Card 01
 Commercial Building
 Primary Use Fraternity House
 Year Built 1949
 Above Grade Area 13,298
 Apartment Units 0
 Above Grade Floors 3
 Roofing Shingle 100%
 Porches and Decks CONCP 696
 CONCP 696
 CONCP 1300
 CONCP 1300
 Yd Item/Spc Ftture/Outbldg Asphalt Paving 10800 SF

Floor	Bldg Type / Area	Peri-meter	Wall Types	Wall Hght	Framing / Area	Plumbing	Sprinkler / Area	HVAC	Bsmt Type
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Floor	Bldg Type / Area	Perimeter	Wall Types	Wall Hght	Framing / Area	Plumbing	Sprinkler / Area	HVAC	Bsmt Type
1	FRATHSE / 5,083	376	Stud -Brick Veneer 57% Stud Synthetic Masonry Veneer 43%	9	Wood Joist / 5,083	Half Baths (2) Extra Fixtures (13)	Wet Sprinklers / 5083	Hot Water Warmed and Cooled Air	
1	FRATHSE / 5,083	376	Stud -Brick Veneer 57% Stud Synthetic Masonry Veneer 43%	9	Wood Joist / 5,083		Wet Sprinklers / 5083	Hot Water Warmed and Cooled Air	
2	FRATHSE / 5,041	340	Stud -Brick Veneer 100%	8	Wood Joist / 5,041	Half Baths (1) Extra Fixtures (12)	Wet Sprinklers / 5041	Hot Water Forced Air Unit	
2	FRATHSE / 5,041	340	Stud -Brick Veneer 100%	8	Wood Joist / 5,041		Wet Sprinklers / 5041	Hot Water Forced Air Unit	
3	FRATHSE / 3,174	0		8	Wood Joist / 3,174	Extra Fixtures (13)	Wet Sprinklers / 3174	Forced Air Unit	
3	FRATHSE / 3,174	0		8	Wood Joist / 3,174		Wet Sprinklers / 3174	Forced Air Unit	
B	FRATHSE / 5,041	340	Concrete Block 100%	9	Fire Resistant / 5,041	Half Baths (1) Extra Fixtures (4)	Wet Sprinklers / 5041	Hot Water Warmed and Cooled Air	finished
B	FRATHSE / 5,041	340	Concrete Block 100%	9	Fire Resistant / 5,041		Wet Sprinklers / 5041	Hot Water Warmed and Cooled Air	finished

Improvements (Ames)

Card 01

ID	Use	Const Type	Grade	Year Const	Eff Year	Cond	Base Rate	Features	Adj Rate	Size/ Area
C	FRATHSE			1949	1986	AV	0.00		0	18339
01	PAVING	Asphalt		1975	1975	AV	3.31		3.31	10800

Valuation (Ames)

	2017	2016	2015	2014
Classification	Residential	Residential	Residential	Residential
Secondary Classification	Fraternity/Sorority	Fraternity/Sorority	Fraternity/Sorority	Fraternity/Sorority
Value Type	Full Value	Full Value	Full Value	Full Value
+ Assessed Land Value	\$303,100	\$303,100	\$303,100	\$303,100
+ Assessed Building Value	\$0	\$0	\$0	\$0
+ Assessed Dwelling Value	\$539,600	\$539,600	\$539,600	\$539,600
= Gross Value	\$842,700	\$842,700	\$842,700	\$842,700
- Exempt Value	\$0	\$0	\$0	\$0
- Military	\$0	\$0	\$0	\$0
Net Value	\$842,700	\$842,700	\$842,700	\$842,700

Taxation (Ames)

	2016	2015	2014	2013
Classification	Residential	Residential	Residential	Residential
Value Type	Full Value	Full Value	Full Value	Full Value
+ Taxable Land Value	\$172,582	\$168,602	\$168,928	\$164,887
+ Taxable Building Value	\$0	\$0	\$0	\$0
+ Taxable Dwelling Value	\$307,243	\$300,157	\$300,738	\$293,543
= Gross Taxable Value	\$479,825	\$468,759	\$469,666	\$458,430
- Military Credit	\$0	\$0	\$0	\$0
Net Taxable Value	\$479,825	\$468,759	\$469,666	\$458,430
x Levy Rate (per \$1000 of value)	31.63447	31.65760	32.23617	32.25490
= Gross Taxes Due	\$15,179.01	\$14,839.78	\$15,140.23	\$14,786.61
- Ag Land Credit	\$0.00	\$0.00	\$0.00	\$0.00
- Family Farm Credit	\$0.00	\$0.00	\$0.00	\$0.00
- Homestead Credit	\$0.00	\$0.00	\$0.00	\$0.00
- Disabled and Senior Citizens Credit	\$0.00	\$0.00	\$0.00	\$0.00
- Business Property Credit	\$0.00	\$0.00	\$0.00	\$0.00
= Net Taxes Due	\$15,180.00	\$14,840.00	\$15,140.00	\$14,786.00

Tax History

Year	Due Date	Amount	Paid	Date Paid	Tax Statement/Receipt
2016	March 2018	\$7,590	Yes	8/31/2017	📄 134297
	September 2017	\$7,590	Yes	8/31/2017	
2015	March 2017	\$7,420	Yes	9/30/2016	📄 134575
	September 2016	\$7,420	Yes	9/30/2016	
2014	March 2016	\$7,570	Yes	10/26/2015	📄 121177
	September 2015	\$7,570	Yes	10/8/2015	
2013	March 2015	\$7,393	Yes	9/15/2014	📄 117597
	September 2014	\$7,393	Yes	9/15/2014	

Homestead Tax Credit Application

Apply online for the Homestead Tax Credit

Military Service Tax Exemption Application

Apply online for the Military Service Tax Exemption

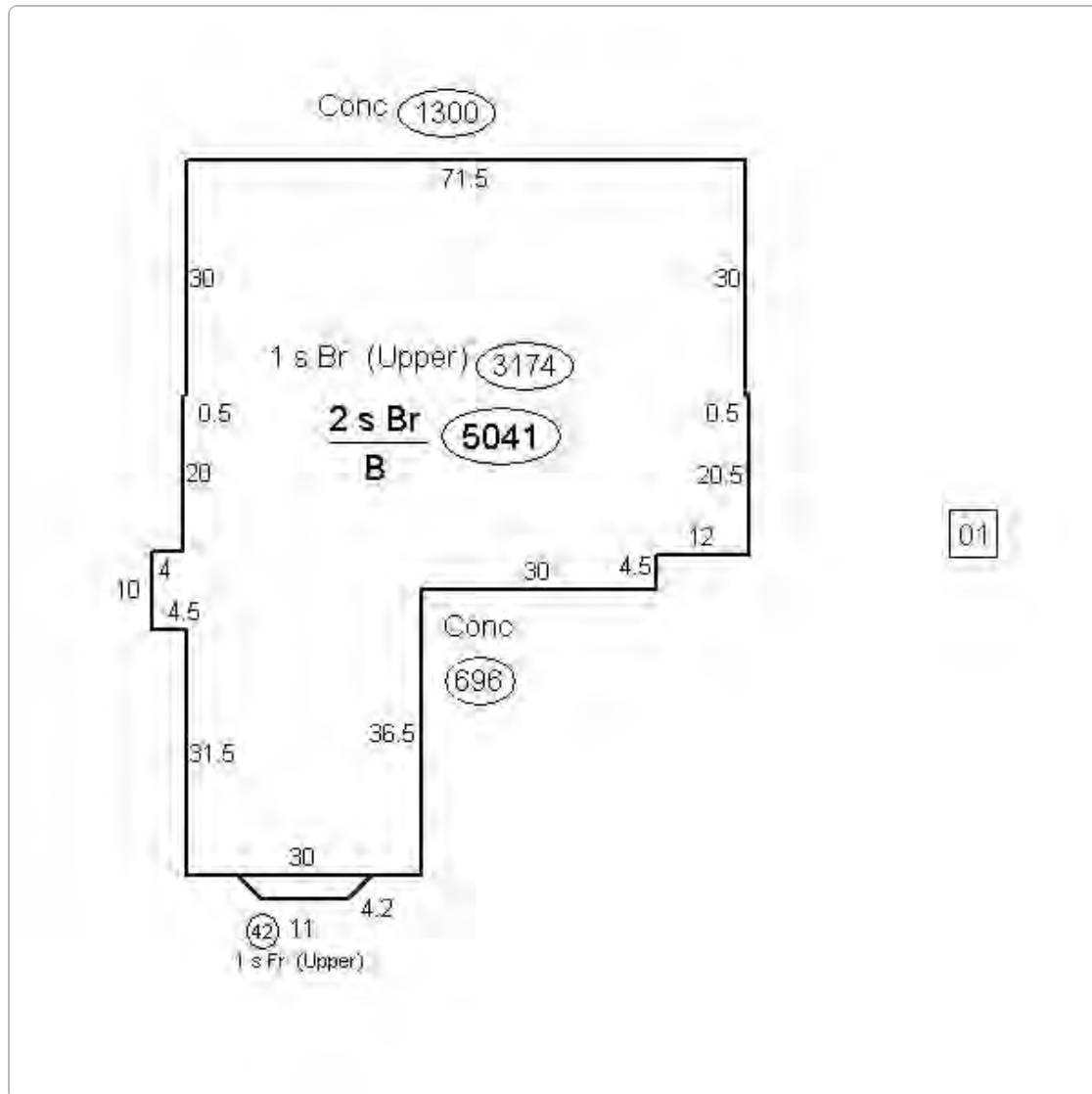
Iowa Land Records

View (148-159)

Photos



Sketches



Click sketch thumbnail to enlarge.

No data available for the following modules: Land, Residential Dwellings, Commercial/Industrial Buildings, Agricultural Buildings, Yard Extras, Sales, Land (Ames), Residential (Ames), Transfers (Ames), Res Sales (Ames), Valuation, Taxation, Tax Sale Certificates, Special Assessments.

The information in this web site represents current data from a working file which is updated continuously. Information is believed reliable, but its accuracy cannot be guaranteed.

Last Data Upload: 3/26/2018, 8:57:06 PM



Developed by
The Schneider
Corporation

----- Forwarded message -----

From: **Jessica Gunter** <jessica.gunter@mjsorority.com>

Date: Wed, Mar 7, 2018 at 9:48 AM

Subject: Kappa Kappa Gamma Fraternity 2018-2019 Insurance Overview

To: "emchesnut@gmail.com" <emchesnut@gmail.com>

MJ Insurance, Inc. Sorority Division

P.O. Box 50435 | Indianapolis, IN 46250-0435 | (888) 442-7470

www.mjsorority.com

We appreciate our partnership with Kappa Kappa Gamma Fraternity and your members and volunteers. Thank you for the chance to serve you in the coming year!

This document is only a brief summary of your insurance coverages. Should you require a Certificate of Insurance, please request a Certificate of Insurance directly via our website. For a more detailed review of your insurance coverages, please refer to the "Insurance and Risk Management Summary" on our website at www.mjsorority.com.

Kappa Kappa Gamma Fraternity

Insurance Overview

DELTA OMICRON

120 Lynn Ave.

3/1/18 - 3/1/19

Ames, IA 50014-7017

Property & Equipment Breakdown Coverage		Insurance Carrier: Travelers Insurance Co.	
Building:		\$2,875,500	
Contents:		\$351,800	
Loss of Income & Extra Expense:		\$130,400	
Fine Arts:		None Scheduled	
Historic Property Coverage Extension:		No	
Sprinkler System: Yes		Leak Detection System: No	
Replacement Cost, Special Form Perils			
Mortgagee and / or Loss Payee: None Scheduled			
Deductible*:	\$5,000	Equipment Breakdown Deductible:	\$1,000

*The Deductible may not be altered for individual locations.

Wind deductible of \$10,000 for locations in the Florida counties of Hillsborough, Dade, Palm Beach, Broward, Pinellas, and Monroe.

Wind and Hail deductible of \$15,000 for locations in the States of Kansas and Oklahoma.

Flood Coverage		Insurance Carrier: Travelers Insurance Co.	
Limit:	\$5,500,000	Deductible:	\$25,000

We encourage you to check your Flood Zone by logging into <https://msc.fema.gov/portal/search>. If your property is located in Flood Zones A, B, D, X, X/500 or non-participating or suspended communities, coverage limits and deductible amounts will differ. Please contact your Client Executive for further information.

Earthquake Coverage		Insurance Carrier: Travelers Insurance Co.	
California Locations Limit:	\$1,000,000	Deductible:	The greater of 5% or \$25,000
All Other Locations Limit:	\$25,000,000	Deductible:	\$25,000

If your property is located in Washington, your coverage limits may be limited to \$5,000,000.

Please contact your Client Executive for more information. Coverage is not provided for properties located in the States of Alaska or Hawaii.

		Insurance Carrier: Travelers Insurance Co.	
Each Occurrence	\$1,000,000	Limit applies separately to each location	
General Aggregate	\$2,000,000		
Personal Injury	\$1,000,000		
Damage to Premises Rented to You	\$1,000,000		
Guest Medical Payments	\$10,000		
Host Liquor Liability: Included			
Excess Liability Coverage			
Insurance Carrier:	Markel		
Each Occurrence Limit:	\$15,000,000		
Aggregate Limit:	\$15,000,000		

Directors & Officers Liability & Employment Practices Liability Coverage	Insurance Carrier: Chubb Policy # 8223-4426	
Directors & Officers (D&O) Liability Limit:	\$1,000,000	\$25,000 Retention
Employment Practices Liability (EPL) Limit:	\$2,000,000	\$15,000 Retention
Limit is a single combined limit for any one D&O or EPL claim: No		
Crime (Bond) Coverage	Insurance Carrier: Chubb	
Embezzlement (Employee Dishonesty) Forgery	\$500,000	Retention Varies
	\$100,000	\$1,000 Retention
Workers' Compensation Coverage	Insurance Carrier: Travelers Insurance Co.	
Yes		

Attachment 4

(2) (b) (vii) If the property is income-producing, the annual gross income from the property for the previous two years; itemized operating and maintenance expenses for the previous two years; and depreciation deductions and annual cash flow before and after debt service, if any, during the same period

Kappa Kappa Gamma's House Board collects rent to cover the costs of insurance, long-term maintenance, property taxes and yearly updates to the house including improvements, decorating, remodels, furniture, etc.

Kappa Kappa Gamma's House Department collects board, which covers all the annual operating expenses including payroll. This is an in and out account, most funds at the end of the fiscal year are transferred back to the House Board.

KKG HOUSE BOARD

PROFIT AND LOSS

July 2016 - June 2017

	TOTAL
Income	
Fiscal Year End Overage	100,550.00
House Corp Fee	8,550.00
Maintenance Fee	15,750.00
Regular Board	0.00
Room Rent	152,206.49
Transient Board	0.00
Total Income	\$277,056.49
GROSS PROFIT	\$277,056.49
Expenses	
Bank Service Charges	37.61
Contributions/Gifts	618.48
House Remodel/Updates	14,384.87
Insurance Expense	9,975.00
Meals and Entertainment	708.21
Miscellaneous Expense	761.00
Payroll Expenses	696.87
Repairs and Maintenance	33,811.37
Taxes - Property	14,840.00
Travel Expense	2,655.40
Total Expenses	\$78,488.81
NET OPERATING INCOME	\$198,567.68
Other Income	
Damage Deposit	100.00
Room Security Deposits	150.00
Total Other Income	\$250.00
NET OTHER INCOME	\$250.00
NET INCOME	\$198,817.68

Kappa Kappa Gamma House Department

PROFIT AND LOSS

July 2015 - June 2016

	TOTAL
Income	
Miscellaneous Income	125.00
Out of House Meal Plan	2,500.00
Regular Board	254,000.00
Transient Board	48,750.00
Vending Machine	51.30
Total Income	\$305,426.30
GROSS PROFIT	\$305,426.30
Expenses	
Alarm Maintenance/Security	3,361.41
Bank Charges	32.35
Bookkeeping Services	1,530.00
Cable	1,446.07
Chapter Activities	255.00
Charitable Contributions	25.00
Cleaning/Housekeeping	28,169.80
Food	62,825.51
Grounds Upkeep/Landscaping	840.73
Insurance	10,222.00
Internet/Computers	7,613.26
Laundry	52.10
Misc Equipment/Fixtures	360.20
Miscellaneous	0.00
Other Expenses	24,250.00
Outside Contract Labor	21,484.25
Payroll Expenses	
Dues	750.00
House Director Benefits	1,003.18
Insurance	390.00
Taxes	19,343.82
Wages	41,369.81
Total Payroll Expenses	62,856.81
Pest Control	410.88
Postage	44.00
Professional Fees	1,633.75
Reconciliation Discrepancies	44,569.24
Repairs & Maintenance	9,829.50
Supplies	10,129.76
Telephone	2,645.21
Trash	1,830.00
Utilities	
Electric	10,873.02
Gas	12,338.91

	TOTAL
Total Utilities	23,211.93
Total Expenses	\$319,628.76
NET OPERATING INCOME	\$ -14,202.46
NET INCOME	\$ -14,202.46

Kappa Kappa Gamma House Department

PROFIT AND LOSS

July 2016 - June 2017

	TOTAL
Income	
Regular Board	252,000.00
Transient Board	51,500.00
Vending Machine	1,077.37
Total Income	\$304,577.37
GROSS PROFIT	\$304,577.37
Expenses	
Alarm Maintenance/Security	1,661.88
Bank Charges	32.61
Bookkeeping Services	1,350.00
Cable	932.35
Chapter Activities	1,334.53
Cleaning/Housekeeping	36,297.36
Employee Benefits	6,130.00
Food	61,066.29
Gifts	79.01
Grounds Upkeep/Landscaping	9,179.44
Insurance	270.00
Internet/Computers	6,648.78
Misc Equipment/Fixtures	1,504.08
Miscellaneous	204.54
Other Expenses	150.00
Outside Contract Labor	10,559.05
Payroll Expenses	
House Director Benefits	283.29
Insurance	182.00
Taxes	6,685.79
Wages	80,057.98
Total Payroll Expenses	87,209.06
Pest Control	711.55
Professional Fees	4,387.00
Repairs & Maintenance	20,640.92
Supplies	9,583.99
Telephone	1,625.82
Transfer to House Corp	91,250.00
Trash	2,328.00
Utilities	
Electric	17,184.17
Gas	4,565.85
Total Utilities	21,750.02
Vending Machines	455.86
Total Expenses	\$377,342.14
NET OPERATING INCOME	\$ -72,764.77

	TOTAL
NET INCOME	\$ -72,764.77

KKG HOUSE BOARD

PROFIT AND LOSS

July 2015 - June 2016

	TOTAL
Income	
Chapter Room Rent	600.00
Fiscal Year End Overage	24,250.00
Maintenance Fee	15,075.00
Regular Board	0.00
Out of House Meal Plans	0.00
Total Regular Board	0.00
Room Rent	152,940.00
Transient Board	0.00
Total Income	\$192,865.00
GROSS PROFIT	\$192,865.00
Expenses	
Bank Service Charges	5.00
Contributions/Gifts	30.00
Dues and Subscriptions	69.98
House Remodel/Updates	1,585.45
Insurance Expense	-1,020.93
Lawn Care	2,878.43
Meals and Entertainment	1,231.26
Miscellaneous Expense	-86.66
Payroll Expenses	930.78
Professional Fees	1,100.00
Repairs and Maintenance	5,626.19
Taxes - Property	15,254.00
Total Expenses	\$27,603.50
NET OPERATING INCOME	\$165,261.50
Other Income	
Room Security Deposits	1,050.00
Total Other Income	\$1,050.00
NET OTHER INCOME	\$1,050.00
NET INCOME	\$166,311.50

Attachment 5

(2) (b) (viii) Remaining balance on any mortgage or other financing secured by the property and annual debt service, if any for the previous two years.

Statement of current outstanding mortgages: the property has been paid for in full, there is no mortgage on this property.

Attachment 6

(2) (b) (ix) All appraisals obtained within the previous two years by the owner or applicant in connection with the purchase, financing or ownership of the property.

Attachment 7

(2) (b) (x) Any listing of the property for sale or rent, price asked and offers received, if any.

The property is restricted for use by the undergraduate members of Kappa Kappa Gamma who are in good standing with the undergraduate Chapter and the National Sorority. The property is owned by the Delta Omicron House Corporation

The facility has never been the subject of a public offer to rent or lease.

Attachment 8

(2) (b) (xi) Assessed value of the property according to the most recent assessments..

Attachment 9

(2) (b) (xii)

Delta Omicron of Kappa Kappa Gamma

Property Tax Payments during the period 1/1/2015 through 12/31/16

2016 Story County Treasurer Property Taxes	\$15,180
2015 Story County Treasurer Property Taxes	\$14,840
	<hr/>
Total Property Taxes	\$30,020

Attachment 10

(2) (b) (xiii) Form of ownership or operation of the property, whether sole proprietorship, for-profit or not-for-profit corporation, limited partnership, joint venture or other.

Ownership is by the Delta Omicron House Corporation, a not-for-profit corporation

Attachment 11

(2) (b) (xiii) Approval of minor site development plan and architectural drawings as meeting the requirements of subsection (3) through (6) below and all other applicable standards of the City of Ames.

Prior to moving forward with design, Kappa Kappa Gamma would like to confirm that demolishing the existing building is acceptable. We recognize we are beholden to Chapter 29, Article 11 of the East University Impacted District Overlay Zone.

Attached is a site plan showing adherence to the Development Standards of Front Yard setbacks and Maximum Residential building coverage. With approval from the City to demolish, RDG work with KKG to develop schematic drawings addressing Architectural Design Standards, Landscaping and Fences and Parking requirements for city review and comment.



ISU - Kappa Kappa Gamma NEW SORORITY HOUSE

EAST UNIVERSITY IMPACT DISTRICT (O-UIE)
RESIDENTIAL HIGH DENSITY ZONE (RH)

120 Lynn Avenue
Ames, Iowa 50010

SCHEMATIC DESIGN

PRELIMINARY -
NOT FOR CONSTRUCTION

© 2019 RDG Planning & Design

PROJECT NUMBER: **3001.860.01**

DATE: **05/30/2019**

DRAWING INDEX:

GENERAL

G01.01 COVER
G02.01 SURVEY

LANDSCAPE

C1.01 SITE UTILITY PLAN
L1.01 SITE PREPARATION PLAN
L2.01 SITE LAYOUT PLAN
L3.01 SITE PLANTING PLAN
L3.02 POLLUTION PREVENTION PLAN
L03.02 POLLUTION PLAN
L4.01 SITE GRADING PLAN
L5.01 DETAILS

ELECTRICAL

E4.01 ELECTRICAL RISER DIAGRAM
ES.02 SITE PLAN PHOTOMETRY

ARCHITECTURE

A00.01 DEMOLITION PLAN
A00.01 CODE REVIEW
A00.02 CODE SITE PLAN
A00.10 CODE ANALYSIS AND PLAN
A00.11 CODE PLAN
A01.01 FLOOR PLAN BASEMENT
A01.02 FLOOR PLAN LEVEL 1
A01.03 FLOOR PLAN LEVEL 2
A01.04 FLOOR PLAN LEVEL 3
A04.01 ROOF PLAN
A05.01 EXTERIOR ELEVATIONS

ZONING

RESIDENTIAL HIGH DENSITY ZONE (RH) IN THE EAST
UNIVERSITY IMPACTED DISTRICT (O-UIE).



PROPRIETOR

Delta Omicron House Association of
Kappa Kappa Gamma Fraternity
120 Lynn Avenue
Ames, Iowa 50014

PREPARED FOR

RDG Planning & Design
301 Grand Avenue
Des Moines, Iowa 50309

LEGAL DESCRIPTION OF PROPERTY SURVEYED

(Per Warranty Deed recorded in Book 148, Page 159)

The North 129.3 feet of the South 209.3 feet of Lot 23, PARKER'S ADDITION TO AMES, an official plat, located in the City of Ames, Story County, Iowa.

Containing 0.61 acres more or less.

Said parcel is subject to any and all restrictions, covenants and easements of record.

SURVEY NOTES

- Land area: 0.61 acres
- Site Address: 120 Lynne Avenue Ames, Iowa 50014
- The utilities shown have been located from field survey information of above grade observed evidence and/or records obtained. The surveyor makes no guarantee that the utilities shown comprise all such utilities in the area, either in service or abandoned. The surveyor further does not warrant that the utilities shown are in the exact location indicated.
- Utility contact information:

DISTRICT	CONTACT NAME	PHONE	EMAIL
(ANW) Alliant Energy	Laura Barr	3192861315	locate IPL@alliantenergy.com
(AY1) City of Ames Utility Maint.	Ben McConville	5152395162	bmconville@city.ames.ia.us
(AY2) City of Ames Electric Services	Mark Carran	5152395189	mcarran@city.ames.ia.us
(CTLIA01) CenturyLink	Tom Sturmer	7205788090	Thomas.sturmer@centurylink.com
(ICS) Internet Consulting Services	Adam Woodard	5152684045	locates@ics-llc.net
(ISU) Iowa State University	Randolph K Larabee	5152942716	rlarabee@iastate.edu
(T11) Mediacom	Mike Lawler	5155712183	mlawler@mediacomcc.com
(T12) Mediacom	Tim Adreon	5152332318	tadreon@mediacomcc.com
(UPN) Unite Private Networks, LLC	Joe Klizer	8164253556	upngis@upnfiber.com

Restrictions (I.E., building setbacks, height and bulk regulations, etc.) shown hereon are based on information provided and are subject to interpretation. We cannot certify to a restriction on the basis of an interpretation or the opinion of another party.

"RH" BULK REGULATIONS - minimum principal building setbacks:

- Minimum front yard setback: 25 feet
- Minimum side yard setback:
 - 6 feet for 1 story
 - 8 feet for 2 stories
 - 10 feet for 3 stories
 - 12 feet for 4 stories
 - 4 feet additional for each story over 4
- Minimum rear yard setback - 25 feet
- Minimum frontage - 24 feet @ street line for single family attached, all others 35 feet @ street line and 24 feet @ building line for single family attached, all others 50 feet @ building line
- Maximum building height ("O-UJE"): 45 feet

PARKING REQUIREMENTS:

- 1.5 parking spaces per residential unit for one bedroom residential units in an apartment dwelling.
- 1.25 parking spaces per bedroom for residential units of 2 bedrooms or more in an apartment dwelling.
- All other uses shall provide parking as required in Table 29.406 (2)

- The Basis of Bearings for this survey is Iowa State Plane Coordinate System, Iowa North, US Feet, North American Datum 1983 and the vertical datum used for this survey is NAVD 88.
- The north line of the North 129.3 feet of the South 209.3 feet of Lot 23 is assumed to bear South 89° 58' 54" West.
- The property described in this survey lies within Zone "X" of the Flood Insurance Rate Map identified as Community Panel Number 19169C0144F, bearing a revised date of October 16, 2014. Zone "X" are areas of 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
- The property described has direct access to Lynn Avenue, a dedicated public street.
- There are no visible wetland areas on property.

LEGEND

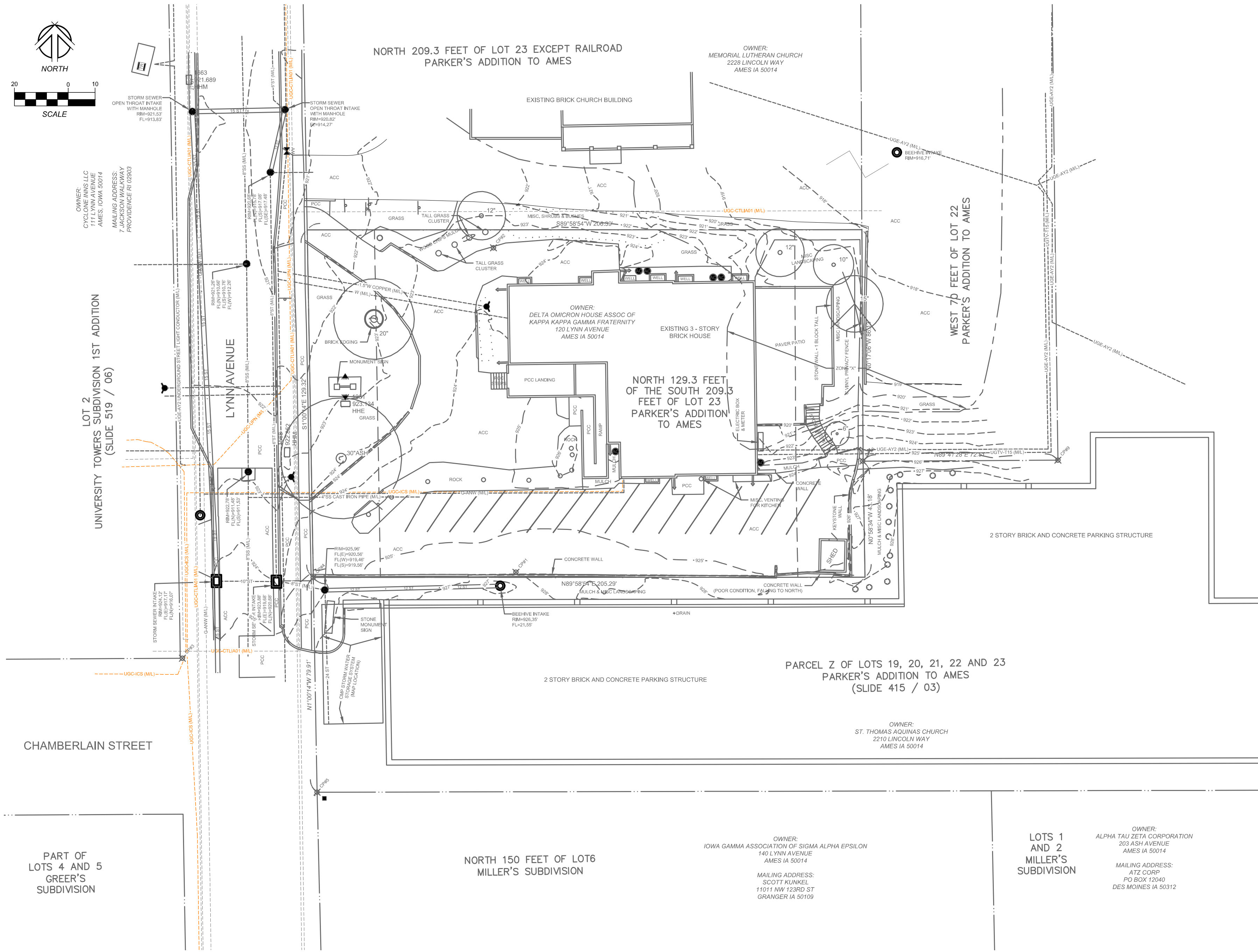
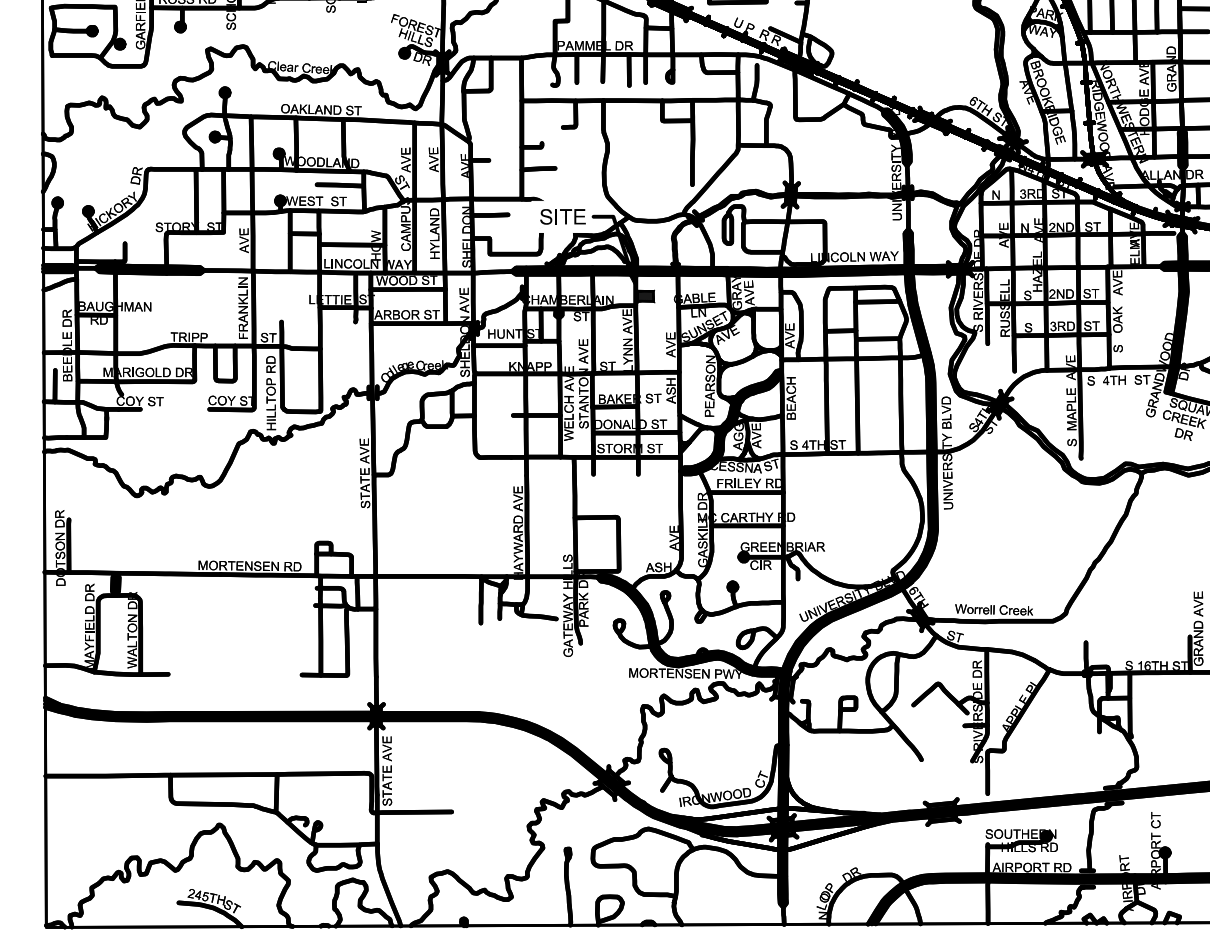
- Found monument 5/8" IR with red cap #18530 unless otherwise noted
- Set monument 5/8" IR with red cap #18530 unless otherwise noted
- Round iron rebar (outside diameter)
- Round iron pipe (outside diameter)
- Portland cement concrete
- Asphaltic cement concrete
- Pipe flowline elevation
- Spot elevation
- Reinforced concrete pipe
- Corrugated metal pipe
- Corrugated plastic pipe
- Polyvinyl chloride pipe
- Cast iron pipe
- Electric transformer on pole
- Electric drop on pole
- Subject boundary line
- Section line
- Property line
- Easement line
- FEMA line
- Barbed wire fence line
- Chain-link fence line
- Wood fence line
- Retaining wall
- Sanitary sewer & size
- Storm sewer and size
- Water main and size
- Gas main & size
- Overhead electric & wires
- Overhead communication
- Underground electric
- Underground television
- Underground communication
- Contour elevation
- Swale flowline
- Edge of water
- Edge of tree drip/line
- Sanitary sewer manhole
- Cleanout
- Storm sewer manhole
- Storm sewer intake
- Storm sewer beehive
- Flared end section
- Water hydrant
- Water valve
- Water service shut-off
- Water main manhole
- Monitoring well
- Yard hydrant
- Well
- Gas meter
- Gas valve
- Air conditioning unit
- Electric manhole
- Electric meter
- Electric pedestal
- Electric transformer
- Utility hand hole
- Utility pole
- Light pole
- Utility pole with light
- Light pole with double arm
- Light pole with single arm
- Guy pole
- Guy wire
- Ground light
- Traffic signal
- Traffic signal with light
- Traffic manhole
- Communication pedestal
- Telephone booth
- TV pedestal
- Soil boring
- Benchmark
- Wheel stop
- Billboard sign
- Street sign
- Basketball hoop
- Bollard (typical)
- Down spout
- Handicap parking stall
- Tree shrub
- Deciduous tree and trunk diameter
- Coniferous tree and trunk diameter

- Found monument 5/8" IR with red cap #18530 unless otherwise noted
- Set monument 5/8" IR with red cap #18530 unless otherwise noted
- Round iron rebar (outside diameter)
- Round iron pipe (outside diameter)
- Portland cement concrete
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- FEMA line
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- Wood fence line
- Retaining wall
- Sanitary sewer & size
- Storm sewer and size
- Water main and size
- Gas main & size
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- Water valve
- Water service shut-off
- Water main manhole
- Monitoring well
- Yard hydrant
- Well
- Gas meter
- Gas valve
- Air conditioning unit
- Electric manhole
- Electric meter
- Electric pedestal
- Electric transformer
- Utility hand hole
- Utility pole
- Light pole
- Utility pole with light
- Light pole with double arm
- Light pole with single arm
- Guy pole
- Guy wire
- Ground light
- Traffic signal
- Traffic signal with light
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- Communication pedestal
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- Wheel stop
- Billboard sign
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- Basketball hoop
- Bollard (typical)
- Down spout
- Handicap parking stall
- Tree shrub
- Deciduous tree and trunk diameter
- Coniferous tree and trunk diameter

CONTROL POINTS				
NAD83 IOWA STATE PLANE, NORTH ZONE, US FOOT / NAVD 88				
Point #	Northing	Easting	Elevation	Description
CP#1	3470993.38'	4881556.54'	925.65'	MAG NAIL IN PAVEMENT
CP#2	3471114.09'	4881548.17'	923.74'	MAG NAIL IN PAVEMENT
CP#3	3470961.38'	4881432.46'	926.35'	1/2" ROUND IRON REBAR WITH YELLOW CAP #17161
CP#4	3470991.39'	4881481.10'	925.02'	1-1/4" IRON PIPE
CP#5	3470911.56'	4881482.54'	930.18'	3/4" PINCHED IRON PIPE
CP#6	3471034.74'	4881685.62'	925.61'	1/2" ROUND IRON REBAR WITH YELLOW CAP #17161
CP#8	3471329.70'	4881754.53'	918.05'	1/2" ROUND IRON REBAR
CP#9	3471035.10'	4881758.21'	927.28'	1/2" ROUND IRON REBAR WITH YELLOW CAP #17161

VINCINITY MAP

SCALE: 1" = 2000'



1830 SW STATE STREET, SUITE A
AMES, IOWA 50010-2565
(515) 965-0123 phone - (515) 965-3322 fax
Civil Engineering - Land Surveying
Landscape Architecture

MILLER'S SUBDIVISIONS

REVISIONS:
1. 11/08/2018 - UPDATE BY: STORM SEWER & UTILITY SERVICE LINES

OWNER: NILES ASSOCIATES, INC. 3000 WALKER AVENUE
AMES, IOWA 50014
PROJECT: 18132 - 120 LYNNE AVENUE, AMES, IOWA
DATE: 09/10/2018
DRAWN BY: BER
CHECKED BY: TJH
SHEET SIZE: 24" X 36"
SHEET TITLE: TO-1
SHEET NO.: 1/1

PROJECT NAME: KAPPA KAPPA GAMMA 120 LYNNE AVENUE AMES, IOWA
EXISTING CONDITIONS

UTILITY PLAN GENERAL NOTES

- ALL WORK SHALL CONFORM TO THE CURRENT EDITION SUDAS, AS AMENDED BY THE CURRENT CITY OF AMES SUPPLEMENTAL SPECIFICATIONS. ALL NOTES AND REFERENCES TO SUDAS SHALL COMPLY WITH SUDAS, AS AMENDED BY THE CITY'S SUPPLEMENTAL SPECIFICATIONS.
- TRENCH EXCAVATION AND BACKFILL SHALL BE COMPLETED AS PER SUDAS SPECIFICATION 3010.
- STORM SEWER INSTALLATION SHALL BE COMPLETED AS PER SUDAS SPECIFICATION SECTION 4020.
- SANITARY SEWER INSTALLATION SHALL BE COMPLETED AS PER SUDAS SPECIFICATION SECTION 4010.
- SUBDRAIN INSTALLATION SHALL BE COMPLETED AS PER SUDAS SPECIFICATION 4040.
- WATER MAIN, SERVICES, FITTING AND FIXTURES SHALL BE INSTALLED AS PER SUDAS SPECIFICATION SECTION 5010.
- TRENCH EXCAVATION, BACKFILL AND COMPACTION TESTING SHALL BE INCLUDED AS INCIDENTAL TO THIS PROJECT. TEST RESULTS SHALL BE PROVIDED TO OWNERS REPRESENTATIVE FOR REVIEW.
- STORM AND SANITARY STRUCTURES SHALL BE INSTALLED AS PER SUDAS SPECIFICATION SECTION 6010.
- CLEANING, INSPECTION AND TESTING OF SEWERS AND STRUCTURES SHALL BE COMPLETED BY THE CONTRACTOR AS PER SUDAS SPECIFICATIONS.
- SUBDRAINS AND AGGREGATE MATERIALS WATER QUALITY BMPs ONLY BE INSTALLED AFTER ALL OTHER CONSTRUCTION OPERATIONS IN THE SURROUNDING AREA HAVE BEEN COMPLETED. REFER TO SHEET L3.01 FOR ADDITIONAL STAGING INSTRUCTIONS.

UTILITY PLAN KEYNOTES

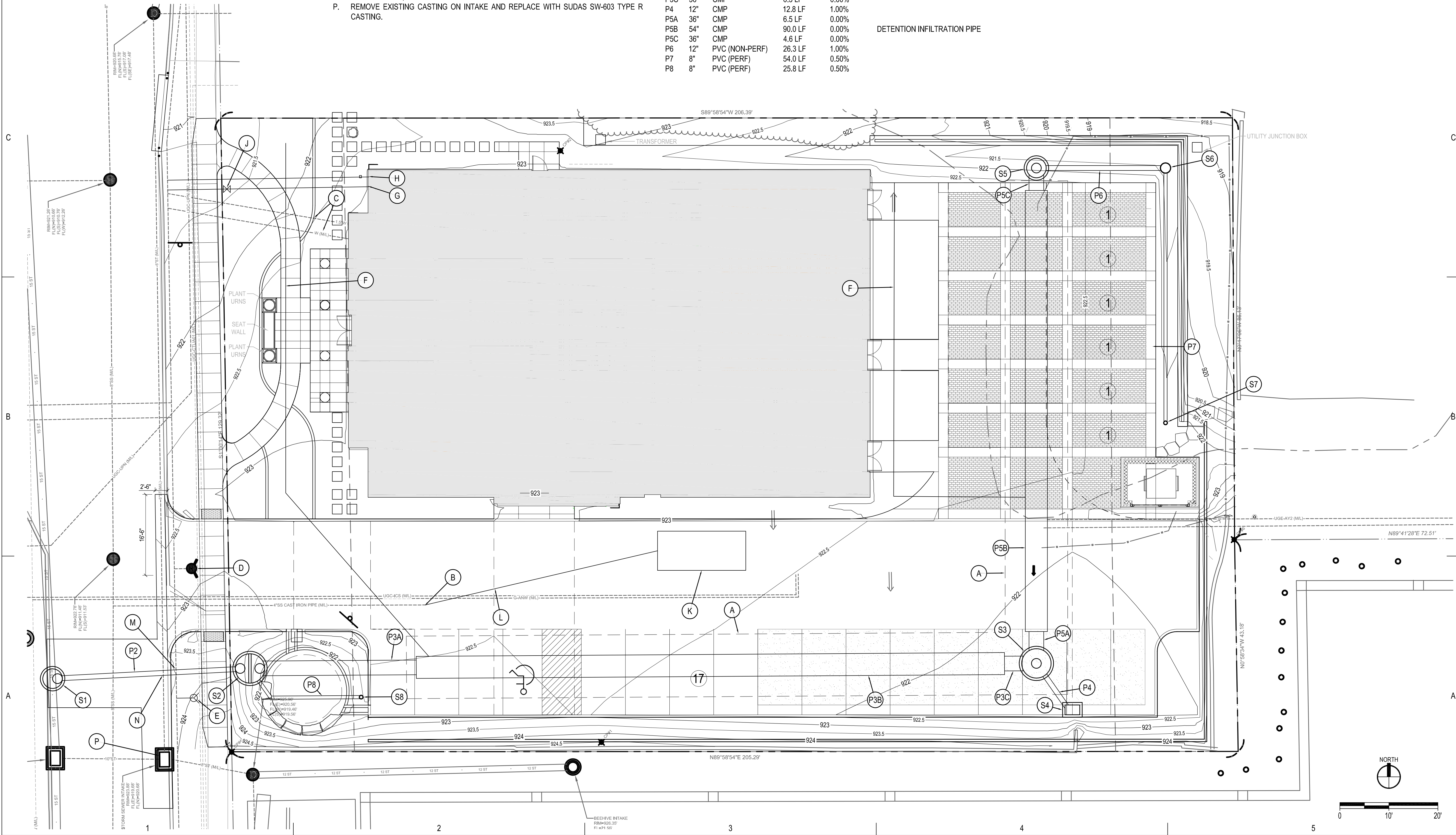
- LIMIT OF AGGREGATE ENVELOPE AROUND CMP DETENTION INFILTRATION PIPE.
- CONNECT SANITARY SEWER SERVICE TO EXISTING SERVICE LINE. **VERIFY THAT THE EXISTING SEWER SERVICE IS IN GOOD CONDITION TO, AND INCLUDING, THE CONNECTION AT THE MAIN. IF NOT IN GOOD CONDITION, A NEW SEWER SERVICE LINE AND TAP WILL NEED TO BE INSTALLED.**
- REMOVE EXISTING WATER SERVICE TO EXISTING WATER MAIN.
- REMOVE EXISTING HYDRANT. REMOVE TEE FROM MAIN AND REPLACE MAIN AS NECESSARY (SEE KEYNOTE E). COORDINATE WITH CITY TO LIMIT LENGTH OF ANY WATER SERVICE DISRUPTION.
- RELOCATE HYDRANT TO THIS LOCATION. CUT IN 8"x6". REMOVE AND REPLACE 8" WATER MAIN TO PAST EXISTING HYDRANT LOCATION, OR INSTALL WITH TAPPING VALVE AND SLEEVE AND REDUCE REMOVAL AND REPLACEMENT QUANTITY OF MAIN RUNNING PARALLEL TO STREET ACCORDINGLY.
- CONNECT DOWNSPOUTS TO SUBSURFACE DETENTION SYSTEM VIA 8" PVC (NON-PERF) SUBDRAIN @ 2.00% MINIMUM GRADE.
- 2" DOMESTIC WATER SERVICE.
- 6" FIRE SPRINKLER SERVICE (WITH PIV NEAR BUILDING).
- 2" WATER SHUTOFF VALVE.
- GREASE INTERCEPTOR.
- 4" SANITARY SERVICE.
- VERIFY ELEVATION OF NEW STORM AND DEFLECT RECONSTRUCTED WATER MAIN AS NEEDED TO PROVIDE MINIMUM OF 18" VERTICAL CLEARANCE (REFER ALSO TO KEYNOTES D AND E).
- VERIFY ELEVATION OF 6" SUBDRAIN. PROTECT 6" SUBDRAIN, OR CONNECT TO NEW STORM SEWER, IF IN CONFLICT.
- REMOVE EXISTING CASTING ON INTAKE AND REPLACE WITH SUDAS SW-603 TYPE R CASTING.

UTILITY STRUCTURE SCHEDULE

NO	TYPE	COVER	RIM	INVERT(S)	NOTES
S1	SW-401 STORM MANHOLE (48"Ø)	TYPE F	923.62	916.08(P2), 915.83(EX)	ROTATE MANHOLE POSITION TO BE LOCATED OUTSIDE OF CURB
S2	SPECIAL MANHOLE (72"Ø)	2 - TYPE E	922.09	919.67(P8), 916.48(P3A,P2)	MULTI-STAGE OUTLET CONTROL, SEE DETAIL
S3	SW-401 STORM MANHOLE (72"Ø)	TYPE F	922.71	920.21(P4), 916.48(P5A, P3C)	
S4	SW-501 CURB INTAKE	TYPE R	922.02	920.33(P4)	RIM ELEVATION LISTED IS TOP OF CURB
S5	SW-401 STORM MANHOLE (48"Ø)	TYPE E	921.90	919.66(P6), 916.48(P5C)	
S6	24"Ø NYLOPLAST DRAIN BASIN	STANDARD	921.05	920.17(P7), 919.92(P6)	
S7	8" CLEANOUT	TYPE A-2	922.47	920.44(P7)	INSTALL 3" ABOVE SURROUNDING GRADE
S8	8" CLEANOUT	TYPE A-2	922.25	919.80(P8)	INSTALL 3" ABOVE SURROUNDING GRADE

UTILITY PIPE SCHEDULE

NO	SIZE	TYPE	LENGTH	SLOPE	NOTES
P2	12"	RCP	40.3 LF	1.00%	
P3A	36"	CMP	33.9 LF	0.00%	
P3B	54"	CMP	120.0 LF	0.00%	DETENTION INFILTRATION PIPE
P3C	36"	CMP	6.5 LF	0.00%	
P4	12"	CMP	12.8 LF	1.00%	
P5A	36"	CMP	6.5 LF	0.00%	
P5B	54"	CMP	90.0 LF	0.00%	DETENTION INFILTRATION PIPE
P5C	36"	CMP	4.6 LF	0.00%	
P6	12"	PVC (NON-PERF)	26.3 LF	1.00%	
P7	8"	PVC (PERF)	54.0 LF	0.50%	
P8	8"	PVC (PERF)	25.8 LF	0.50%	



ISU KAPPA KAPPA GAMMA SORORITY HOUSE PRELIM. - NOT FOR CONSTRUCTION SCHEMATIC DESIGN



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120 LYNN AVENUE
AMES, IOWA 50010

MINOR SITE DEVELOPMENT PERMIT

REV	DATE	DESCRIPTION

ISSUED: 3/30/2019
PROJECT NO: 3001866.01

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SITE UTILITY PLAN
C1.01

GENERAL SITE PLAN NOTES

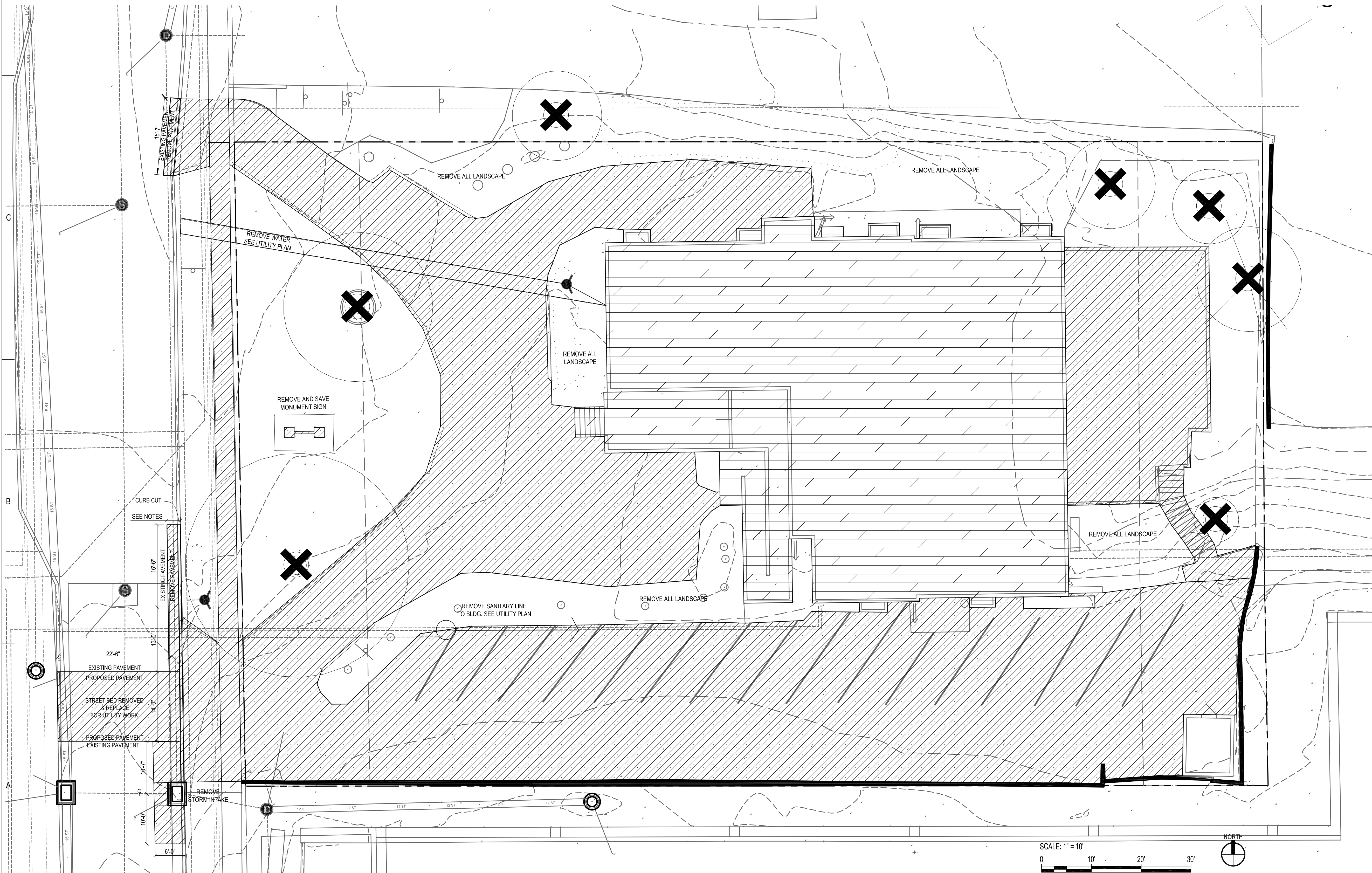
- The topographic and boundary survey used as the basis for these drawings was prepared by:
NILES ASSOCIATES
1250 SW STATE STREET
ANKENY, IA 50023
P: 515.965.0123
- One week prior to construction, the Contractor shall notify:
 - OWNER: DELTA OMEGRON HOUSE ASSOCIATION OF KAPPA KAPPA GAMMA SORORITY
 - LANDSCAPE ARCHITECT: RDG PLANNING & DESIGN
- All work shall be in accordance with OSHA Codes and Standards. Nothing indicated in these drawings shall relieve the Contractor from complying with any appropriate safety regulations.
- All work shall comply with any applicable City, County, State, and Federal Codes, Ordinances, Regulations, and Rules.
- The Contractor is responsible for obtaining and paying for all permits to complete the work unless otherwise indicated.
- Prior to any excavation at the site, the Contractor shall examine any applicable drawings available from the Owner, Architect, Landscape Architect, and/or Civil Engineer and, consult with all utility company representatives to determine possible utility locations.
- For underground utility locates call Iowa One Call at 811 or 1-800-292-8989, 48 hour notice. The Contractor shall be responsible for all underground locates not covered by the Iowa One-Call system. No compensation for damages to existing utilities will be allowed resulting from failure to comply with this requirement.
- Field verify elevations and locations of existing utilities, conduits, poles, trees, paving to remain, buildings to remain, and other site features to remain prior to grading or other construction activities. Immediately inform the Landscape Architect for resolution of any discrepancies before commencing with the intended work.
- All construction fencing and any erosion control required by the Storm Water Pollution Prevention Plan (SWPPP) shall be installed prior to any activity on the site.
- All Contractors shall be responsible for compliance with the NPDES Permit issued for this project.
- All soil and other debris spilled or tracked onto the Public R.O.W. or adjacent properties shall be cleaned-up by the Contractor at the end of each work day.

SITE PREPARATION PLAN NOTES

- All demolished items shall be legally disposed of off-site.
- Prior to demolition or removal of items, meet with Owner's Representative to review list of potential salvage items and delivery to Owner's storage location.
- Clear and grub all landscape areas and legally dispose items off site.

SITE PREPARATION LEGEND

	TREE REMOVAL		MATERIAL TO BE REMOVED
	EXISTING TREE		EXISTING BUILDING TO BE REMOVED
	PROPERTY LINE		EXISTING SITE WALL TO REMAIN, PROTECT FROM DAMAGE
	REMOVE HYDRANT SEE UTILITY PLAN		



A1 SITE PREPARATION PLAN
1" = 10'

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120 LYNN AVENUE
AMES, IOWA 50010

MINOR SITE DEVELOPMENT PERMIT

REV	DATE	DESCRIPTION

ISSUED: 3/30/2019
PROJECT NO: 3001.866.01

SITE PREPARATION PLAN

L1.01

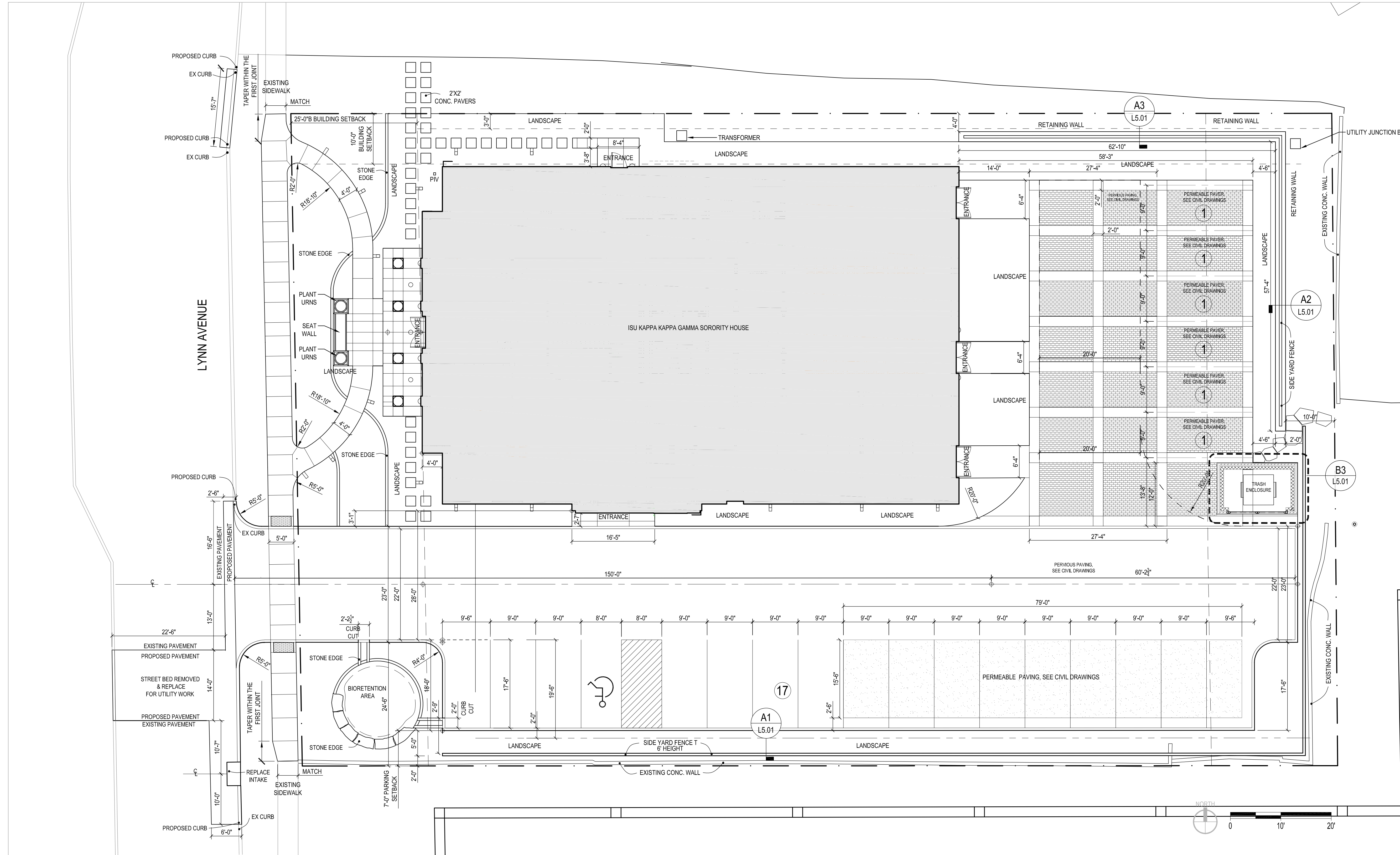
GENERAL NOTES

1. PRIOR TO ANY EXCAVATION AT THE SITE, CONTRACTOR SHALL EXAMINE ANY APPLICABLE DRAWINGS AVAILABLE FROM THE OWNER AND/OR LANDSCAPE ARCHITECT, AND CONSULT WITH OWNER'S PERSONNEL AND UTILITY COMPANY'S REPRESENTATIVES TO DETERMINE POSSIBLE UTILITY LOCATIONS AND DEPTHS. NO COMPENSATION WILL BE ALLOWED FOR DAMAGE RESULTING FROM FAILURE TO COMPLY WITH THIS REQUIREMENT.
2. A ROW PERMIT WILL BE REQUIRED FOR ANY WORK PERFORMED INCLUDING STREET/SIDEWALK CLOSURES WITHIN THE CITY ROW.
3. ADA RAMP ARE REQUIRED ON EITHER SIDE OF THE DRIVEWAY. AS-BUILT (USE CITY RAMP AS-BUILT TEMPLATE) SHALL BE SUBMITTED TO VERIFY ADA COMPLIANCE.
4. FIELD VERIFY EXISTING GRADES AND LOCATION OF EXISTING UTILITIES, CONDUIT, LINES, POLES, TREES, PAVING, ETC. AND OTHER SITE STRUCTURES PRIOR TO DEMOLITION OR CONSTRUCTION AND IMMEDIATELY INFORM CONSTRUCTION MANAGER OF ANY DISCREPANCIES.
5. ALL DIMENSIONS ARE SHOWN TO FRONT OF CURB UNLESS OTHERWISE NOTED.
6. ALL WORK SHALL BE IN ACCORDANCE WITH OSHA CODES AND STANDARDS. NOTHING INDICATED ON THESE DRAWINGS SHALL RELIEVE THE CONTRACTOR FROM COMPLYING WITH ANY APPROPRIATE SAFETY REGULATIONS.
7. ALL DRIVE APPROACHES, PUBLIC WALKS, AND CURB CUTS TO BE BUILT AS PER THE CURRENT EDITION OF SUDAS AND THE CURRENT AMES SUPPLEMENTAL SPECIFICATIONS TO SUDAS.
8. TRAFFIC CONTROL (IF NECESSARY) WILL BE THE CONTRACTORS RESPONSIBILITY TO COORDINATE.
9. ALL CONSTRUCTION MATERIALS, DUMPSTERS, DETACHED TRAILERS, OR SIMILAR ITEMS ARE PROHIBITED ON PUBLIC STREETS OR WITHIN THE PUBLIC RIGHT-OF-WAY.

TOTAL DISTURBED AND DEVELOPED IMPERVIOUS AREA

Site Condition	Open Space	Impervious	Total
Existing	0.14 acres	0.47 acres (76.8%)	0.61 acres
Proposed	0.19 acres	0.42 acres (69.4%)	0.61 acres

The property is zoned Residential High Density zone (RH) and is located within the East University Impact District (0-UIE)



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120 LYNN AVENUE
AMES, IOWA 50010

MINOR SITE DEVELOPMENT PERMIT

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REV	DATE	DESCRIPTION

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SITE LAYOUT PLAN

L2.01



GRADING PLAN GENERAL NOTES

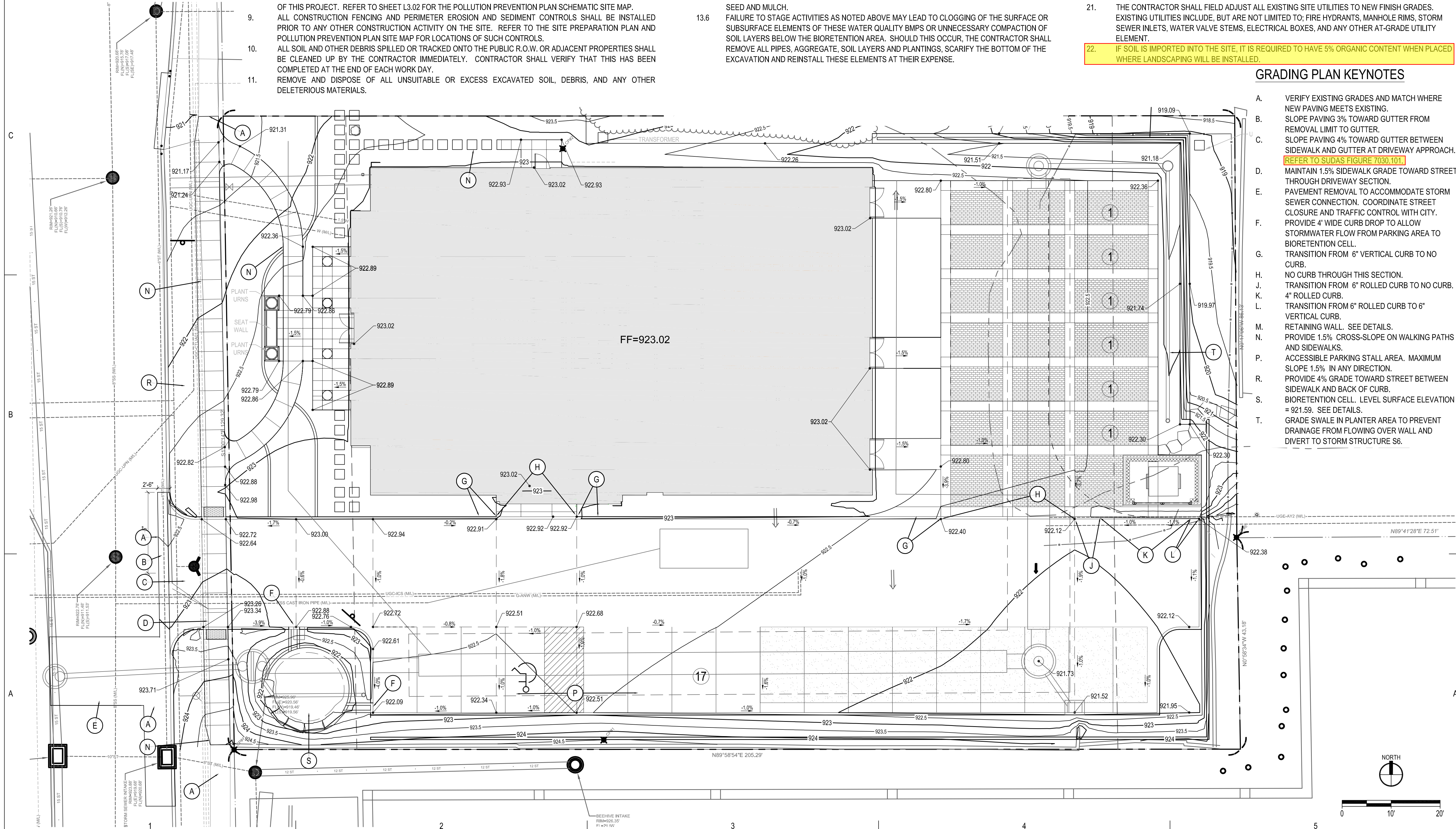
- ALL GRADING ACTIVITIES SHALL CONFORM TO THE CURRENT EDITION OF SECTION 2010 OF THE STATEWIDE URBAN DESIGN AND SPECIFICATIONS (SUDAS) SPECIFICATIONS MANUAL AS AMENDED BY THE CURRENT CITY OF AMES SUPPLEMENTAL SPECIFICATIONS.
- NO FINISHED SLOPE SHALL BE GREATER THAN 3:1 (HORIZONTAL:VERTICAL) UNLESS SPECIFICALLY NOTED AND DETAILED OTHERWISE.
- ALL WORK SHALL BE IN ACCORDANCE WITH OSHA CODES AND STANDARDS. NOTHING INDICATED ON THESE DRAWINGS SHALL RELIEVE THE CONTRACTOR FROM COMPLYING WITH ANY APPROPRIATE SAFETY REGULATIONS.
- ALL WORK SHALL COMPLY WITH PROJECT SPECIFICATIONS; AS WELL AS OTHER CODES, ORDINANCES REGULATIONS AND RULES AS ADOPTED BY THE CITY OF AMES.
- PRIOR TO ANY EXCAVATION AT THE SITE, THE CONTRACTOR SHALL EXAMINE ANY APPLICABLE DRAWINGS AVAILABLE FROM THE OWNER, ARCHITECT, LANDSCAPE ARCHITECT AND/OR CIVIL ENGINEER AND CONSULT ANY UTILITY COMPANY REPRESENTATIVES TO DETERMINE POSSIBLE UTILITY RELOCATIONS.
- FOR UNDERGROUND UTILITY LOCATES CALL IOWA ONE-CALL AT 1-800-292-8989, AT LEAST 48 HOURS PRIOR TO ANY EXCAVATION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY LOCATES NOT COVERED BY THE IOWA ONE-CALL SYSTEM. NO COMPENSATION FOR DAMAGES TO EXISTING UTILITIES WILL BE ALLOWED RESULTING FROM FAILURE TO COMPLY WITH THIS REQUIREMENT.
- FIELD VERIFY ELEVATIONS AND LOCATIONS OF EXISTING UTILITIES, CONDUITS, POLES, TREES, PAVING, BUILDINGS, STRUCTURES AND OTHER SITE FEATURES TO REMAIN PRIOR TO GRADING OR CONSTRUCTION ACTIVITIES. IMMEDIATELY INFORM THE LANDSCAPE ARCHITECT FOR RESOLUTION OF ANY DISCREPANCIES BEFORE COMMENCING INTENDED WORK.
- THIS PROJECT IS LESS THAN ONE ACRE IN DISTURBED AREA, THEREFORE A STORM WATER POLLUTION PREVENTION PLAN (SWPPP) NARRATIVE DOCUMENT HAS NOT BEEN PREPARED FOR THIS PROJECT. SEDIMENT AND EROSION CONTROLS AND OTHER POLLUTION CONTROL MEASURES SHOULD STILL BE EMPLOYED AS PART OF THIS PROJECT. REFER TO SHEET L3.02 FOR THE POLLUTION PREVENTION PLAN SCHEMATIC SITE MAP.
- ALL CONSTRUCTION FENCING AND PERIMETER EROSION AND SEDIMENT CONTROLS SHALL BE INSTALLED PRIOR TO ANY OTHER CONSTRUCTION ACTIVITY ON THE SITE. REFER TO THE SITE PREPARATION PLAN AND POLLUTION PREVENTION PLAN SITE MAP FOR LOCATIONS OF SUCH CONTROLS.
- ALL SOIL AND OTHER DEBRIS SPILLED OR TRACKED ONTO THE PUBLIC R.O.W. OR ADJACENT PROPERTIES SHALL BE CLEANED UP BY THE CONTRACTOR IMMEDIATELY. CONTRACTOR SHALL VERIFY THAT THIS HAS BEEN COMPLETED AT THE END OF EACH WORK DAY.
- REMOVE AND DISPOSE OF ALL UNSUITABLE OR EXCESS EXCAVATED SOIL, DEBRIS, AND ANY OTHER DELETERIOUS MATERIALS.
- ALL DISTURBED AREAS SHALL BE STABILIZED WITH TEMPORARY SEED AND MULCH AS NEEDED AS SOON AS POSSIBLE, WHEN LAND DISTURBING ACTIVITIES ARE EXPECTED TO CEASE ON A GIVEN PORTION OF THE SITE FOR AT LEAST 14 DAYS. REFER TO SUDAS SPECIFICATION SECTION 9040.
- WATER QUALITY BMP NOTES (SUBSURFACE DETENTION, PERMEABLE PAVERS AND BIORETENTION):
 - 1.1 DELAY INSTALLATION OF WATER QUALITY BMP ELEMENTS (INCLUDING ALL SURFACE AND SUBSURFACE ELEMENTS) UNTIL AFTER ALL OTHER EXTERIOR SITE CONSTRUCTION ACTIVITIES IN THE AREA DRAINING TO THE SWALE HAVE BEEN COMPLETED. SUBSURFACE DETENTION ELEMENTS MAY BE INSTALLED PRIOR TO SITE PAVING, HOWEVER IT SHOULD BE DELAYED AS LONG AS POSSIBLE AND INSTALLED MATERIALS (INCLUDED AGGREGATE BACKFILL MATERIAL) SHOULD BE PROTECTED FROM SEDIMENTATION, DEBRIS AND DAMAGE UNTIL SURFACE PAVING IS COMPLETED AND THE ENTIRETY OF THE SITE IS STABILIZED WITH PERMANENT VEGETATION.
 - 1.2 PRIOR TO INSTALLATION OF THESE ELEMENTS, THESE AREAS MAY BE GRADED TO AN ELEVATION 2 FEET ABOVE THE EXPECTED BOTTOM ELEVATION OF AGGREGATE LAYERS. THIS AREA MAY THEN BE USED AS A SEDIMENT TRAP DURING CONSTRUCTION.
 - 1.3 ALL ACCUMULATED SEDIMENT SHALL BE REMOVED FROM THE TRAP PRIOR TO EXCAVATING THE REMAINING SOIL MATERIALS AS PART OF FINAL INSTALLATION OF BMP ELEMENTS.
 - 1.4 DURING CONSTRUCTION OF THE WATER QUALITY BMPs, AVOID OPERATION OR PLACEMENT OF HEAVY EQUIPMENT AND MATERIAL STORAGE WITHIN THE FOOTPRINT OF THE PRACTICE, TO LIMIT THE POTENTIAL FOR COMPACTION OF THE SOIL LAYERS TO REMAIN BELOW THE AGGREGATE LAYERS.
 - 1.5 IMMEDIATELY FOLLOWING INSTALLATION OF THE BIORETENTION SUBDRAIN AND AGGREGATE LAYERS, THE AGGREGATE SHOULD BE INSPECTED BY THE OWNER'S REPRESENTATIVE TO MAKE SURE IT IS FREE OF SEDIMENT OR OTHER DEBRIS. FOLLOWING THE INSPECTION, PLACE TOPSOIL MATERIALS WITHIN THE BIORETENTION CELL AND STABILIZE WITH TEMPORARY OR PERMANENT SEED AND MULCH.
 - 1.6 FAILURE TO STAGE ACTIVITIES AS NOTED ABOVE MAY LEAD TO CLOGGING OF THE SURFACE OR SUBSURFACE ELEMENTS OF THESE WATER QUALITY BMPs OR UNNECESSARY COMPACTION OF SOIL LAYERS BELOW THE BIORETENTION AREA. SHOULD THIS OCCUR, THE CONTRACTOR SHALL REMOVE ALL PIPES, AGGREGATE, SOIL LAYERS AND PLANTINGS, SCARIFY THE BOTTOM OF THE EXCAVATION AND REINSTALL THESE ELEMENTS AT THEIR EXPENSE.

- PROVIDE 12" OF SUBGRADE PREPARATION UNDER ALL PAVEMENT AND SHOULDER AREAS AS PER PROJECT SPECIFICATIONS. BELOW PERMEABLE PAVER AREAS, INSTALL AGGREGATE SUBBASE MATERIAL ABOVE SUBGRADE PREPARATION AREAS, AS PER PROJECT SPECIFICATIONS.
- FOR GRADING, SUBGRADE PREPARATION AND PLACEMENT OF SUBBASE MATERIALS, FIELD QUALITY CONTROL TESTING SHALL BE PERFORMED BY THE CONTRACTOR. CONTRACTOR SHALL PROVIDE TEST RESULTS WITH THE OWNER'S REPRESENTATIVE DURING WORK TO ARRANGE FOR TESTS TO BE COMPLETED. ANY DEFICIENCIES NOTED BY THIS TESTING SHALL BE CORRECTED BY THE CONTRACTOR PRIOR TO PLACEMENT OF ANY PAVED SURFACES.
- MATCH EXISTING GRADES AT THE INTERFACE OF EXISTING SURFACES WITH NEW GRADING OR PAVING.
- TOPSOIL SHALL BE RESPREAD TO A DEPTH OF AT LEAST 8" ACROSS ALL UNPAVED SURFACES WHICH ARE DISTURBED BY GRADING ACTIVITIES EXCEPT FOR THE FOLLOWING: DO NOT SPREAD TOPSOIL ON AREAS WHERE ROCK OR REVETMENT STONE SURFACING IS PROPOSED.
- SURFACE OF ROCK OR REVETMENT MATERIALS SHALL BE PLACED, SO THAT TOP IS FLUSH WITH FINISHED GRADE SHOWN, UNLESS SPECIFICALLY NOTED OTHERWISE.
- AFTER PLACEMENT AND CONSOLIDATION, TOPSOIL SHALL BE LEVEL WITH ADJACENT PAVING AND CURB TOPS IF THE FINISH CONDITION IS TO BE SEED, AND TO MINUS ONE AND ONE HALF INCHES (1 1/2") IF THE FINISH CONDITION IS TO BE SOD.
- FINISH GRADES IN ALL LANDSCAPE AREAS ARE TO BE REVIEWED BY THE OWNER'S REPRESENTATIVE PRIOR TO ANY SEEDING, SODDING, OR PLANTING. THE CONTRACTOR SHALL SUBMIT A WRITTEN REQUEST FOR REVIEW FIVE (5) DAYS PRIOR TO THE DESIRED DATE OF REVIEW. NO COMPENSATION FOR RE-SEEDING, RE-SODDING, OR RE-PLANTING OF AN AREA REQUIRING REMEDIAL GRADING SHALL BE ALLOWED RESULTING FROM FAILURE TO COMPLY WITH THIS REQUIREMENT.
- THE CONTRACTOR SHALL FIELD ADJUST ALL EXISTING SITE UTILITIES TO NEW FINISH GRADES. EXISTING UTILITIES INCLUDE, BUT ARE NOT LIMITED TO: FIRE HYDRANTS, MANHOLE RIMS, STORM SEWER INLETS, WATER VALVE STEMS, ELECTRICAL BOXES, AND ANY OTHER AT-GRADE UTILITY ELEMENT.

22. IF SOIL IS IMPORTED INTO THE SITE, IT IS REQUIRED TO HAVE 5% ORGANIC CONTENT WHEN PLACED WHERE LANDSCAPING WILL BE INSTALLED.

GRADING PLAN KEYNOTES

- VERIFY EXISTING GRADES AND MATCH WHERE NEW PAVING MEETS EXISTING.
- SLOPE PAVING 3% TOWARD GUTTER FROM REMOVAL LIMIT TO GUTTER.
- SLOPE PAVING 4% TOWARD GUTTER BETWEEN SIDEWALK AND GUTTER AT DRIVEWAY APPROACH. REFER TO SUDAS FIGURE 7030.101.
- MAINTAIN 1.5% SIDEWALK GRADE TOWARD STREET THROUGH DRIVEWAY SECTION.
- PAVEMENT REMOVAL TO ACCOMMODATE STORM SEWER CONNECTION. COORDINATE STREET CLOSURE AND TRAFFIC CONTROL WITH CITY.
- PROVIDE 4" WIDE CURB DROP TO ALLOW STORMWATER FLOW FROM PARKING AREA TO BIORETENTION CELL.
- TRANSITION FROM 6" VERTICAL CURB TO NO CURB.
- NO CURB THROUGH THIS SECTION.
- TRANSITION FROM 6" ROLLED CURB TO NO CURB.
- 4" ROLLED CURB.
- TRANSITION FROM 6" ROLLED CURB TO 6" VERTICAL CURB.
- RETAINING WALL. SEE DETAILS.
- PROVIDE 1.5% CROSS-SLOPE ON WALKING PATHS AND SIDEWALKS.
- ACCESSIBLE PARKING STALL AREA. MAXIMUM SLOPE 1.5% IN ANY DIRECTION.
- PROVIDE 4% GRADE TOWARD STREET BETWEEN SIDEWALK AND BACK OF CURB.
- BIORETENTION CELL. LEVEL SURFACE ELEVATION = 921.59. SEE DETAILS.
- GRADE SWALE IN PLANTER AREA TO PREVENT DRAINAGE FROM FLOWING OVER WALL AND DIVERT TO STORM STRUCTURE S6.



ISU KAPPA GAMMA SORORITY HOUSE PRELIM. - NOT FOR CONSTRUCTION SCHEMATIC DESIGN

ARCHITECT & DESIGN
RDG
PLANNING & DESIGN

307 Grand Avenue
Des Moines, Iowa 50309
515-288-8631

CIVIL/IAI MECH/ELEC PLUMB

120 LYNN AVENUE
AMES, IOWA 50010

MINOR SITE DEVELOPMENT PERMIT

REV	DATE	DESCRIPTION

PROJECT NO: 3061.060.01

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SITE GRADING PLAN

L3.01

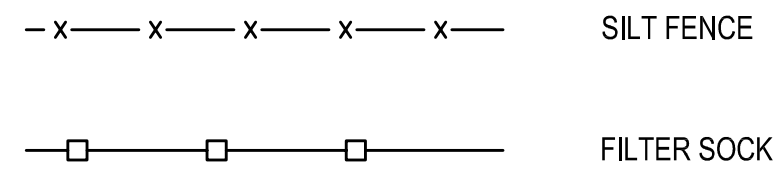
EROSION CONTROL PLAN GENERAL NOTES

1. THIS PROJECT IS NOT BEING CONSTRUCTED UNDER AN AUTHORIZATION FROM THE IOWA DEPARTMENT OF NATURAL RESOURCES FOR COVERAGE UNDER THE STATE OF IOWA'S NPDES GENERAL PERMIT NO. 2.
2. ALL CONTRACTORS SHALL REVIEW AND EXECUTE POLLUTION PREVENTION MEASURES DESCRIBED ON THIS PLAN. THIS PLAN IS INTENDED TO SERVE AS A "INITIAL CONDITION POLLUTION PREVENTION PLAN". ADDITIONAL CONTROLS SHOULD BE ADDED BY THE CONTRACTOR AS SITE CONDITIONS CHANGE TO PREVENT STORM WATER CONTAMINATION OR OTHER POLLUTION FROM CONSTRUCTION RELATED SOURCES ARE CONSIDERED INCIDENTAL TO CONTRACT WORK. SUCH INCIDENTAL ITEMS RELATED TO COMPLIANCE WITH THE PERMIT MAY INCLUDE, BUT ARE NOT LIMITED TO: HAZARDOUS MATERIALS PROTECTION, FUEL CONTAINMENT, WASTE DISPOSAL AND PROVIDING EMPLOYEE SANITARY FACILITIES.
3. DAILY CLEANUP OPERATIONS, TRASH COLLECTION, GOOD HOUSEKEEPING AND OTHER ITEMS NECESSARY TO PREVENT OFF-SITE TRACKING, DEBRIS BEING CARRIED OFF-SITE AND POLLUTION OF RECEIVING WATERS OR OTHER STORM WATER CONTAMINATION SHALL BE COMPLETED BY THE CONTRACTOR AND SHALL BE CONSIDERED INCIDENTAL TO THE CONTRACT WORK.
4. EROSION, SEDIMENT AND OTHER POLLUTION CONTROL ITEMS SHALL BE PROVIDED, INSTALLED AND MAINTAINED AS PER SUDAS SPECIFICATION SECTION 9040.
5. THIS POLLUTION PREVENTION SCHEMATIC SITE MAP SHOWS INITIAL LOCATIONS OF PROPOSED CONTROLS BASED ON FINAL PROPOSED SITE CONDITIONS. THROUGHOUT CONSTRUCTION, ADDITIONAL CONTROLS MAY BE NECESSARY BASED ON CHANGING SITE CONDITIONS.
6. CONTRACTOR SHALL INSTALL A STABILIZED CONSTRUCTION ENTRANCE (SCE) AT ANY LOCATION WHERE CONSTRUCTION EQUIPMENT OR VEHICLES WILL ENTER THE DISTURBED SITE AREA FROM A PAVED SURFACE. THIS SCE WILL BE MAINTAINED THROUGHOUT THE DURATION OF CONSTRUCTION.
 - 6.1. ENTRANCE SHALL BE AT LEAST 50 FEET IN LENGTH AND 16 FEET IN WIDTH. COORDINATE ITS LOCATION WITH THE OWNER.
 - 6.2. ENGINEERING FABRIC MATERIAL SHALL BE INSTALLED BELOW ALL STABILIZED CONSTRUCTION ENTRANCES.
 - 6.3. EACH SCE WILL BE REMOVED AFTER SITE DISTURBING ACTIVITIES HAVE BEEN COMPLETED, IF IT IS NO LONGER PLANNED TO BE USED OR AS NEEDED TO COMPLETE FINAL PAVING OPERATIONS, AND PRIOR TO FINAL ACCEPTANCE OF THE WORK BY OWNER.

7. TEMPORARY SANITARY FACILITIES SHALL BE STAKED DOWN OR OTHERWISE SECURED TO PREVENT OVERTURNING. WASTE COLLECTION AREAS SHALL BE COVERED OR SECURED IN A MANNER TO PREVENT BLOWING OF TRASH OR DEBRIS.
8. PROVIDE TEMPORARY STABILIZATION OF SOIL STOCKPILE MATERIALS IMMEDIATELY, IF AREAS WITHIN STOCKPILES ARE NOT TO BE DISTURBED FOR AT LEAST 14 DAYS. PLACE PERIMETER SEDIMENT CONTROLS AROUND STOCKPILES (25-50 FEET FROM TOE OF STOCKPILE TO ALLOW FOR EQUIPMENT MOVEMENT AND SEDIMENT COLLECTION).
9. PROVIDED TEMPORARY STABILIZATION FOR DISTURBED AREAS WITHIN SITE WHERE NO ADDITIONAL GRADING OR CONSTRUCTION ACTIVITIES ARE EXPECTED FOR AT LEAST 14 DAYS. REFER TO PROJECT SPECIFICATIONS FOR STABILIZATION METHODS.
10. SILT FENCES AND FILTER SOCKS INSTALLED IMPROPERLY OR PLACE WITH UNBROKEN LENGTHS EXCEEDING 200' ARE NOT ALLOWED AND WILL NOT BE COMPENSATED FOR. CONTRACTOR SHALL REPLACE SUCH INSTALLATIONS AS NEEDED. INSTALL SUCH ITEMS AT PROPER LENGTHS WITH J-HOOKS OR OTHER ALIGNMENT FEATURES TO MAXIMIZE THEIR WATER AND SEDIMENT RETENTION CAPACITY.
11. FILTER SOCKS SHALL BE 12" HEIGHT UNLESS NOTED OTHERWISE. PRIOR TO PROJECT COMPLETION, ACCUMULATED SEDIMENT AND SOCK EXTERIOR MATERIALS SHALL BE REMOVED FROM THE PROJECT AREA. INTERIOR COMPOST MATERIALS MAY BE SPREAD ACROSS THE SURROUNDING GRADE.
12. WATTLES SHALL BE 9" HEIGHT, AND MAY REMAIN IN PLACE UNTIL FINAL STABILIZATION.
13. REPAIR BREAKS AND GAPS IN SEDIMENT CONTROLS IMMEDIATELY AFTER THEY ARE OBSERVED.
14. REPAIR RILLS AND GULLIES IF THEY OCCUR WITHIN THE PROJECT SITE.
15. ALL DEWATERING OF TRENCHES AND EXCAVATIONS SHALL BE DIRECTED TO A COLLECTION AREA IN A NON-EROSIVE MANNER. DEWATERING ACTIVITIES ARE NOT PERMITTED TO BE DIRECTLY RELEASED OFF-SITE OR TO STORM SEWERS WITHOUT EFFECTIVE PRE-TREATMENT (I.E. DO NOT PUMP POLLUTED WATER DIRECTLY INTO THE STORM SEWER SYSTEM, STREET GUTTERS, ETC.).
16. INSTALL INLET PROTECTION DEVICES UPON INSTALLATION OF STORM SEWER SYSTEM. MAINTAIN THESE DEVICES THROUGHOUT CONSTRUCTION. REMOVE ACCUMULATED SEDIMENT AND DEBRIS AS NECESSARY. REMOVE THE DEVICES AND ANY REMAINING SEDIMENT AND DEBRIS PRIOR TO FINAL ACCEPTANCE OF THE PROJECT BY OWNER.

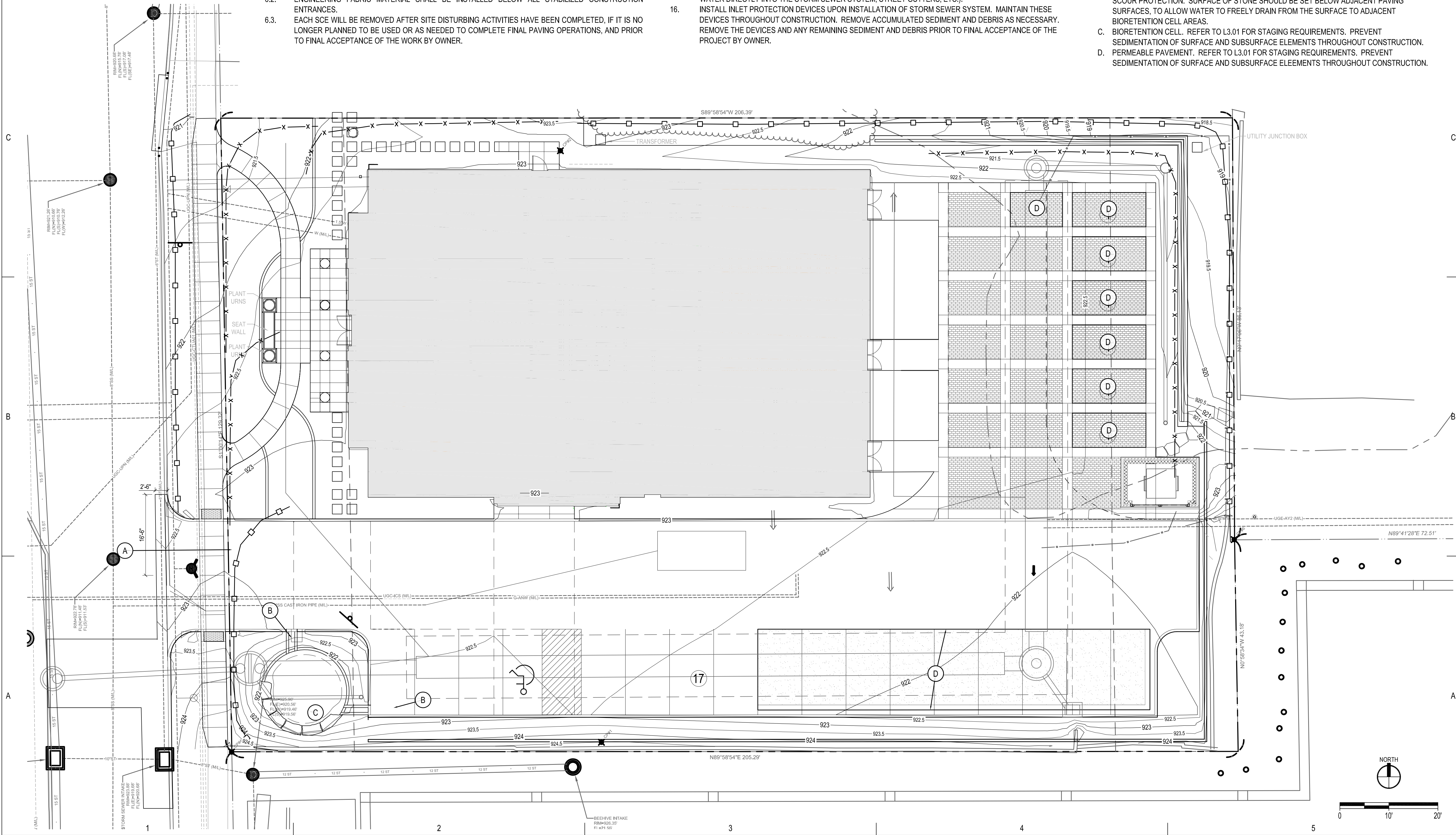
17. REFER TO THE GRADING PLAN (SHEET L3.01) FOR STAGING REQUIREMENTS FOR WATER QUALITY BMPs, TO PREVENT THEM FROM BEING IMPACTED BY UNNECESSARY COMPACTION, SEDIMENTATION OR OTHER IMPACTS FROM SITE CONSTRUCTION ACTIVITIES.
18. CONTRACTOR SHALL INSTALL, MAINTAIN AND REMOVE A CONCRETE WASHOUT AREA THROUGHOUT THE DURATION OF PAVING ACTIVITIES AND OTHER CONCRETE WORK. USE CONCRETE WASHOUT SYSTEMS™ (CWS RAMPLESS BOX) OR EQUAL APPROVED BY ARCHITECT. INCLUDE ALL LABOR, EQUIPMENT AND MATERIALS TO COMPLETE, MAINTAIN AND REMOVE ALONG WITH COLLECTED CONCRETE WASTE UPON COMPLETION OF CONSTRUCTION. INCLUDE PROPER DISPOSAL OF COLLECTED MATERIALS.

LEGEND



EROSION CONTROL PLAN KEYED NOTES

- A. STABILIZED CONSTRUCTION ENTRANCE (POSSIBLE LOCATION).
- B. INSTALL EROSION STONE AT CURB DROPS, 4'(WIDE) X 4' (LONG) X 2' (DEEP) AT OUTLET FOR SCOUR PROTECTION. SURFACE OF STONE SHOULD BE SET BELOW ADJACENT PAVING SURFACES, TO ALLOW WATER TO FREELY DRAIN FROM THE SURFACE TO ADJACENT BIORETENTION CELL AREAS.
- C. BIORETENTION CELL. REFER TO L3.01 FOR STAGING REQUIREMENTS. PREVENT SEDIMENTATION OF SURFACE AND SUBSURFACE ELEMENTS THROUGHOUT CONSTRUCTION.
- D. PERMEABLE PAVEMENT. REFER TO L3.01 FOR STAGING REQUIREMENTS. PREVENT SEDIMENTATION OF SURFACE AND SUBSURFACE ELEMENTS THROUGHOUT CONSTRUCTION.



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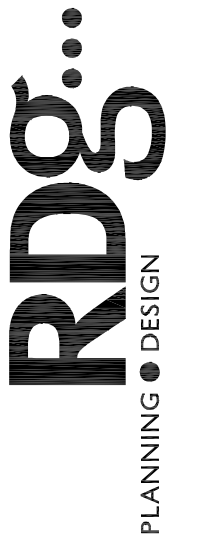
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POLLUTION PREVENTION PLAN

L3.02



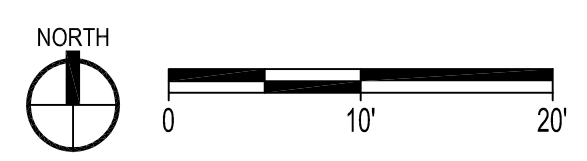
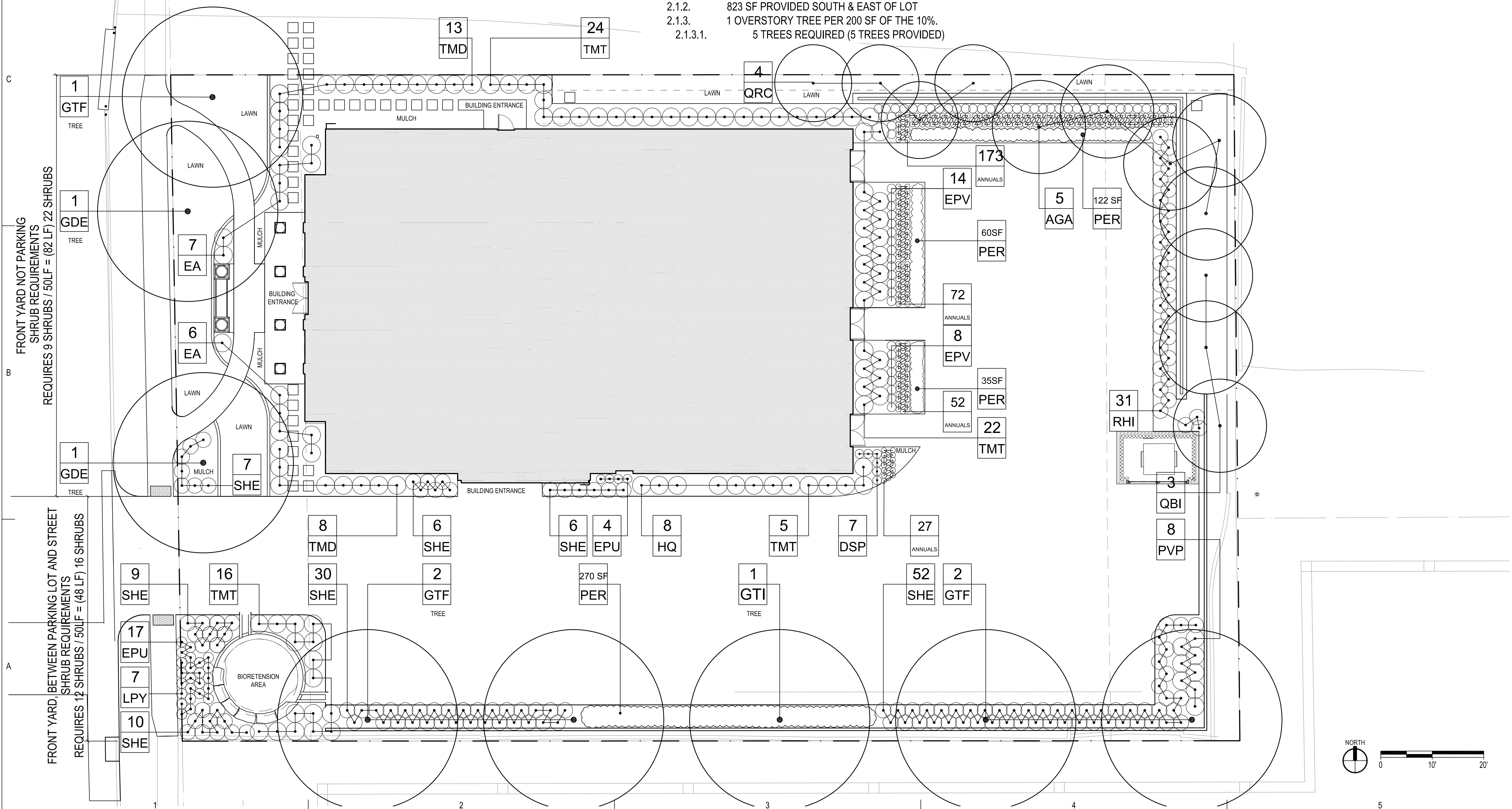
SITE PLANTING PLAN NOTES

- Finish grades in all landscape areas are to be reviewed by the Landscape Architect prior to any seeding, sodding, or planting. The Contractor shall submit a written request for review five (5) days prior to the desired date of review. No compensation for re-seeding, re-sodding, or re-planting of an area requiring remedial grading shall be allowed resulting from failure to comply with this requirement.
- The Contractor shall preserve areas of existing vegetation, including grass, that occur within the Contract Limits but are not needed for construction. Repair all of these existing areas to their original condition which are disturbed during construction at no cost to the Owner.
- Prior to planting, verify that soil adjacent to pavements and curbs are at the correct elevation to assure a level transition from the pavement to the mulched beds. No compensation for removal and replacement of installed plants and mulch, due to unacceptable transition from one surface to the other (i.e. plant bed too high or too low), will be allowed resulting from failure to comply with this requirement.
- Quantities shown in the Plant Schedule are for information only. The Drawing shall prevail if a conflict occurs.
- Notify the Landscape Architect in writing five (5) days prior to the anticipated date for review of the plant location staking. Review to be requested prior to excavation of the planting pits.
- Plant labels and tags shall be left on the plant material until after the initial inspection by the Landscape Architect.
- The Landscape Contractor shall be responsible for all trees to be straight and vertical at the time of the final inspection scheduled at the end of the one year warranty period. Should the Contractor choose to stake or guy the trees, staking and guying shall be placed per the Contract Documents and the Contractor is responsible for removing and off-site disposal of all stakes, wires, cables, and anchors immediately before the one year warranty inspection.
- IF SOIL IS IMPORTED INTO THE SITE, IT IS REQUIRED TO HAVE 5% ORGANIC CONTENT WHEN PLACED WHERE LANDSCAPING WILL BE INSTALLED.

SITE PLANTING CALCULATIONS

- FRONT YARD
 - 1 OVERSTORY TREE PER 50 LF OF STREET FRONTAGE.
 - 50% OF THESE OVERSTORY TREES MAY BE SUBSTITUTED WITH ORNAMENTAL OR CONIFEROUS TREES AT A 2:1 RATIO.
 - 130 LF OF STREET FRONTAGE = 3 REQUIRED OVERSTORY TREES. (3 TREES PROVIDED)
 - FRONT YARD BETWEEN PARKING LOT REQUIRES 12 SHRUBS PER 50 LF OF STREET FRONTAGE ASSOCIATED W/ PARKING LOT
 - 3:1 RATIO TO REPLACE SHRUBS W/ ORNAMENTAL GRASSES UP TO 75% OF SHRUBS.
 - 25 LF OF STREET FRONTAGE W/ PARKING LOT = 12 REQUIRED SHRUBS (16 SHRUBS PROVIDED)
 - FRONT YARD NOT AT PARKING LOT REQUIRES 9 SHRUBS PER 50 LF OF STREET FRONTAGE.
 - 82 LF OF STREET FRONTAGE = 18 REQUIRED SHRUBS (22 SHRUBS PROVIDED)
- PARKING LOT LANDSCAPING
 - PARKING LOT = 7,435 SF
 - 10% LANDSCAPED AREA REQUIRED (744 SF)
 - 823 SF PROVIDED SOUTH & EAST OF LOT
 - 1 OVERSTORY TREE PER 200 SF OF THE 10%.
 - 5 TREES REQUIRED (5 TREES PROVIDED)

PLANTING SCHEDULE							
QTY	KEY	BOTANICAL NAME	COMMON NAME	INSTALL SIZE	MATURE HEIGHT	COND.	REMARKS
DECIDUOUS TREES							
5	AGA	AMERLANCHIER X GRANDIFLORA 'AUTUMN BRILLANCE'	AUTUMN BRILLANCE SERVICEBERRY	2 1/2" CAL	25' - 30'	BAB	MULTI-STEMMED
5	GTF	GLEDTISIA TRIACANTHOS FORM INERMIS	THORNLESS HONEYLOCUST	2 1/2" CAL	40' - 70'	BAB	
2	GDE	GYMNOCLADUS DIOICA 'ESPRESSO'	ESPRESSO KENTUCKY COFFEE TREE	2 1/2" CAL	60' - 80'	BAB	
1	LT	LIRIODENDRON TULIPIFERA	TULIPTREE	2 1/2" CAL	60' - 80'	BAB	
3	QBI	QUERCUS BICOLOR	COLUMNAR SWAMP WHITE OAK	2 1/2" CAL	30' - 40'	BAB	
4	QRU	QUERCUS RUBRA	COLUMNAR RED OAK	2 1/2" CAL	30' - 40'	BAB	
DECIDUOUS SHRUBS							
8	HQ	HYDRANGEA QUERCIFOLIA	OAK LEAF HYDRANGEA		3' - 5'		
13	EA	EUCONYMUS ALATUS	EUCONYMUS ALATUS	#5	4' - 6'	CONT.	
0	VCA	VIBURNUM CARLESII	KOREAN SPICE VIBURNUM	#5	4' - 6'	CONT.	
0	VDC	VIBURNUM DENTATUM 'CHRISTOM'	BLUE MUFFIN ARROWWOOD VIBURNUM	#5	3' - 5'	CONT.	
EVERGREEN SHRUBS							
23	TMD	TAXUS - MEDIA 'DENSIFORMIS'	DENSIFORMIS YEW	#5	3' - 6'	CONT.	
63	TMT	TAXUS X MEDIA 'TAUNTONII'	TAUNTON YEW	#5	4' - 5'	CONT.	
GARDEN PERENNIAL PLANTING							
7	DSP	DICENTRA SPECTABILIS	OLD-FASHIONED BLEEDING HEART	#1		CONT.	1'-6" O.C. SPACING
21	EPU	ECHINACIA PURPUREA	PURPLE CONEFLOWER	#1		CONT.	1'-6" O.C. SPACING
22	EPV	ECHINACIA PURPUREA 'VIRGIN'	WHITE CONEFLOWER	#1		CONT.	1'-6" O.C. SPACING
7	LPY	LIATRIS Pycnostachya	PRAIRIE BLAZINGSTAR	#1		CONT.	1'-6" O.C. SPACING
8	PVP	Panicum virgatum 'Prairie Sky'	PRAIRIE SKY SWITCH GRASS	24" HIGH		CONT.	1'-6" O.C. SPACING
TBD	RHI	Rudbeckia hirta	BLACK-EYED SUSAN	#1		CONT.	1'-6" O.C. SPACING
120	SHE	Sporobolus heterolepis	PRAIRIE DROPSSEED	24" HIGH		CONT.	1'-6" O.C. SPACING
487 SF	PER	PERIWINKLE	VINCA MINOR	FLATS		CONT.	1'-0" O.C. SPACING



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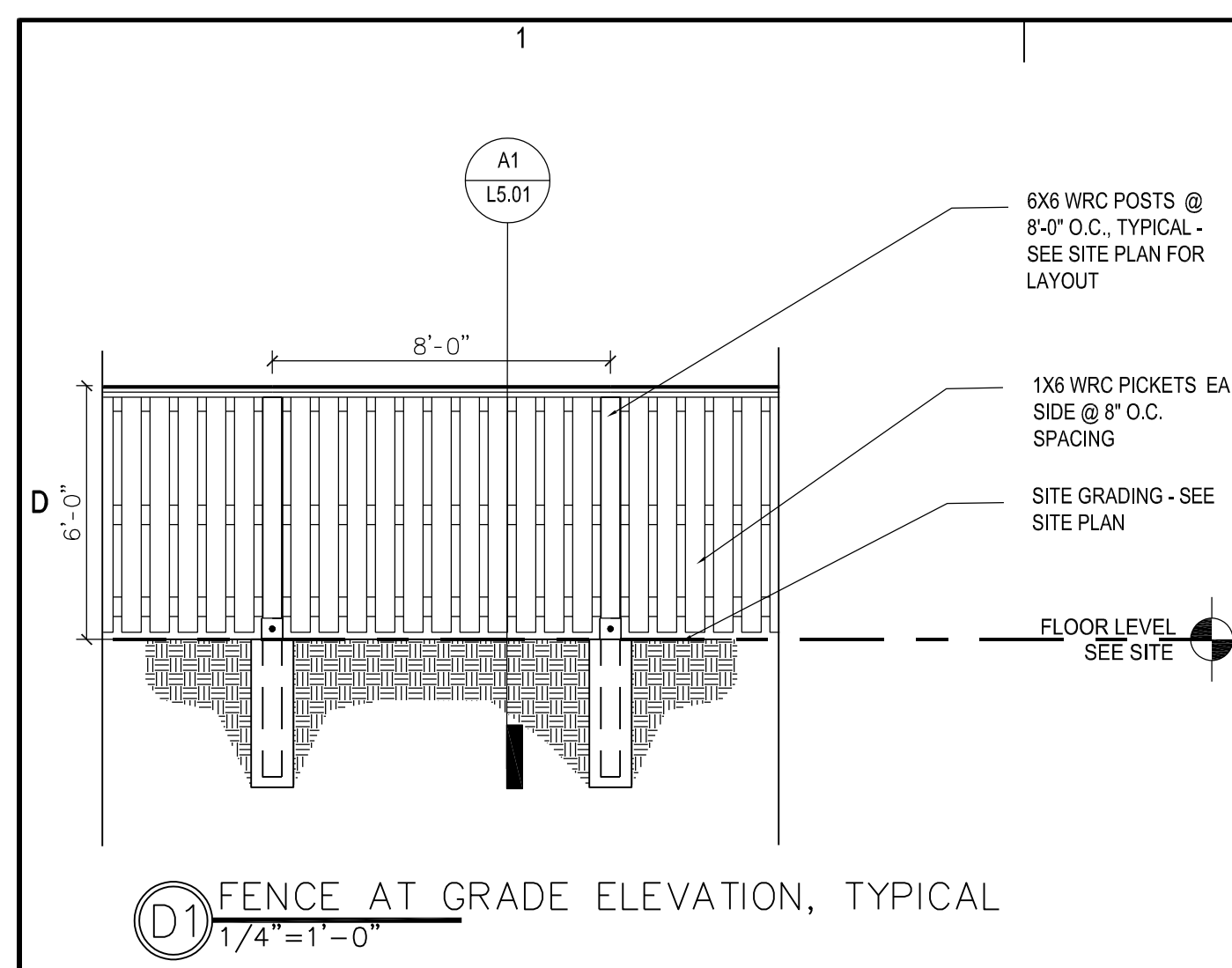
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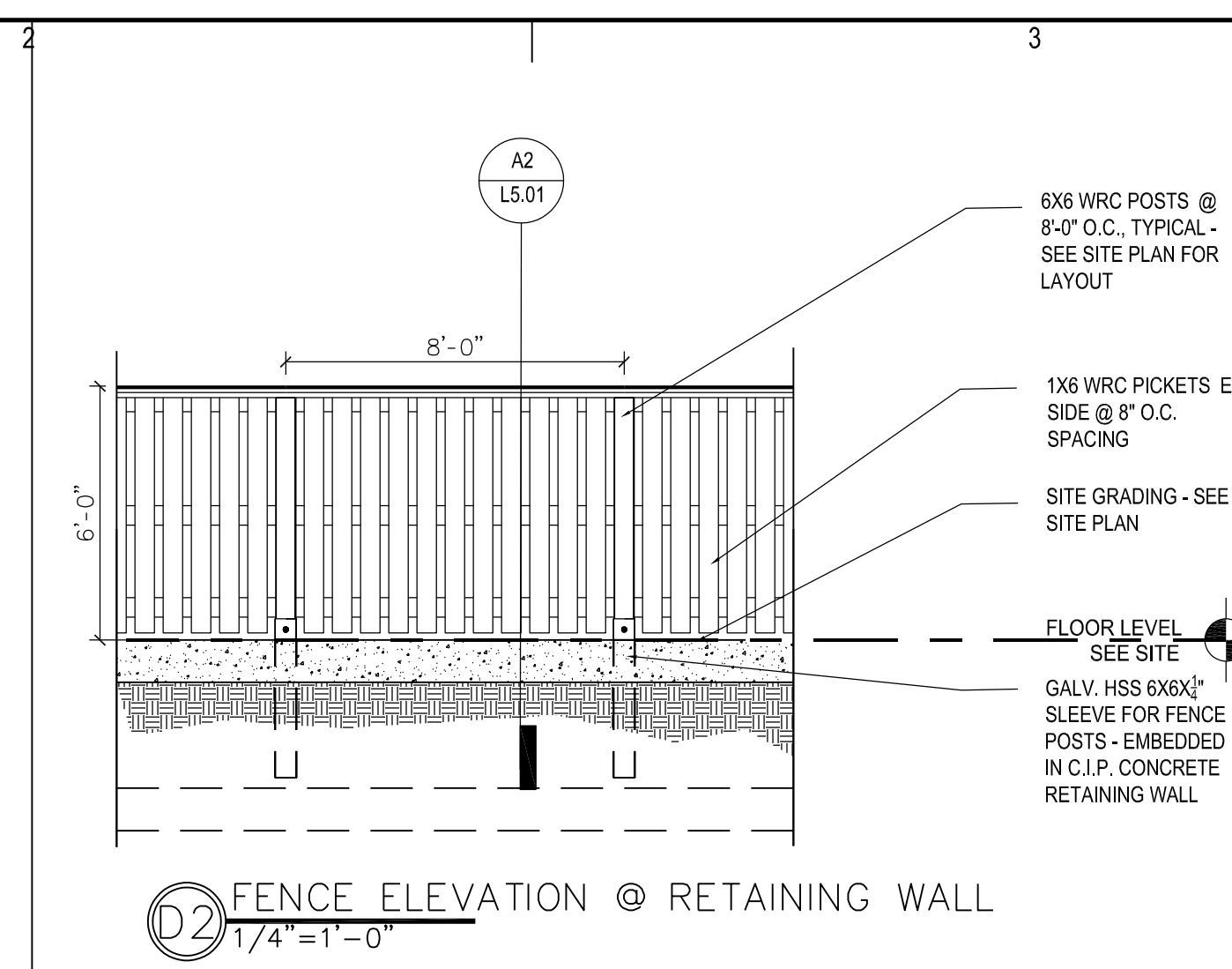
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SITE PLANTING PLAN

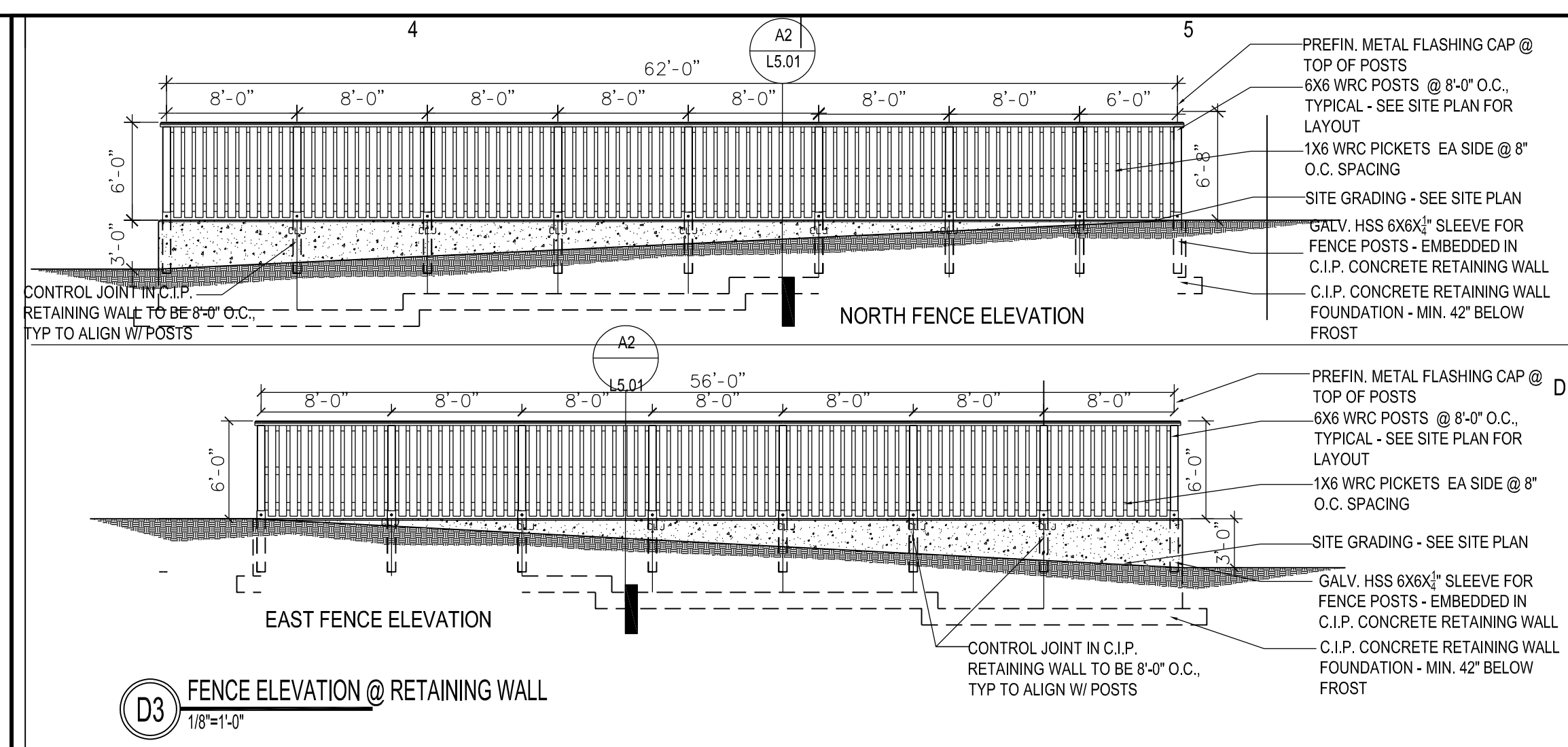
L4.01



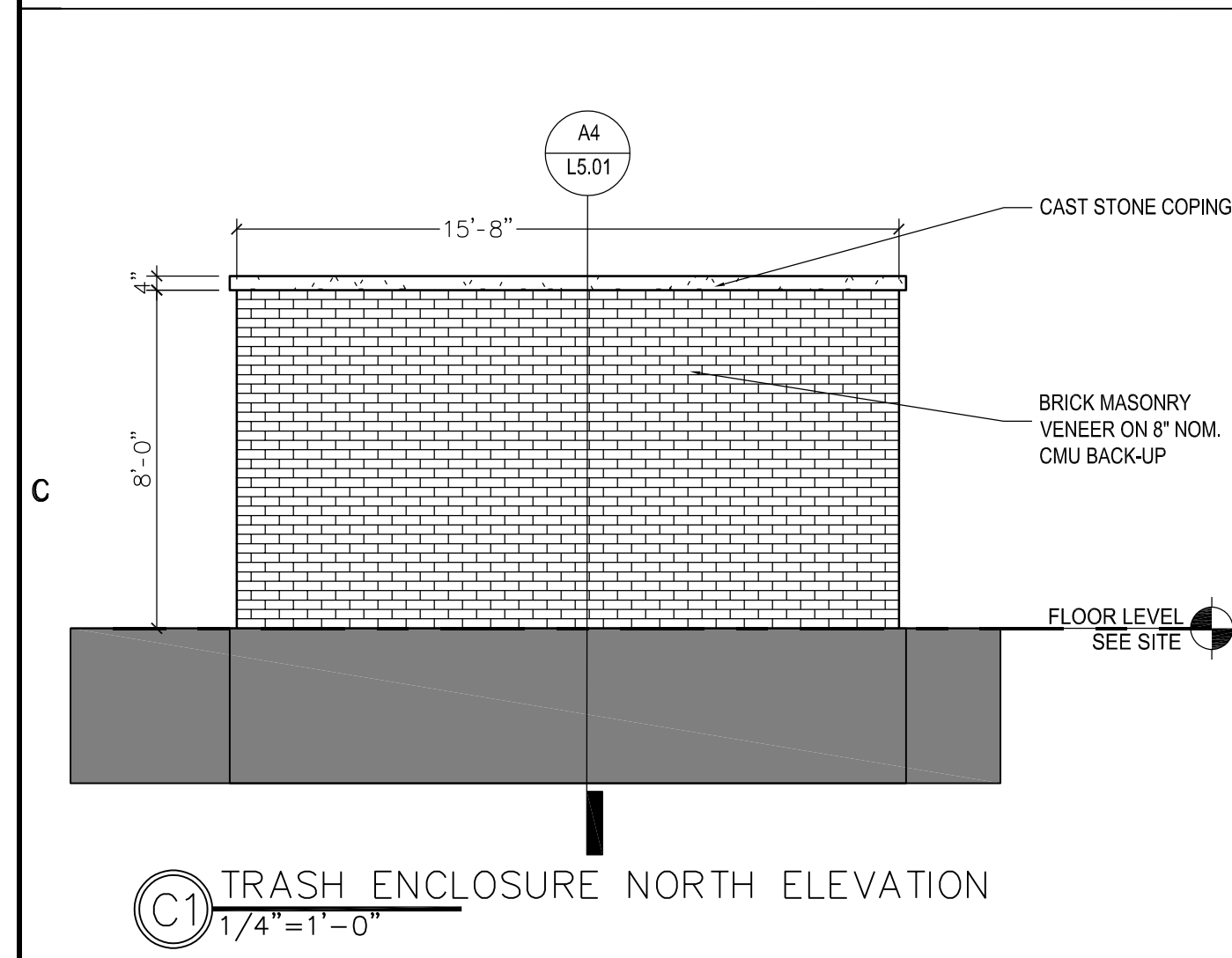
D1 FENCE AT GRADE ELEVATION, TYPICAL
1/4"=1'-0"



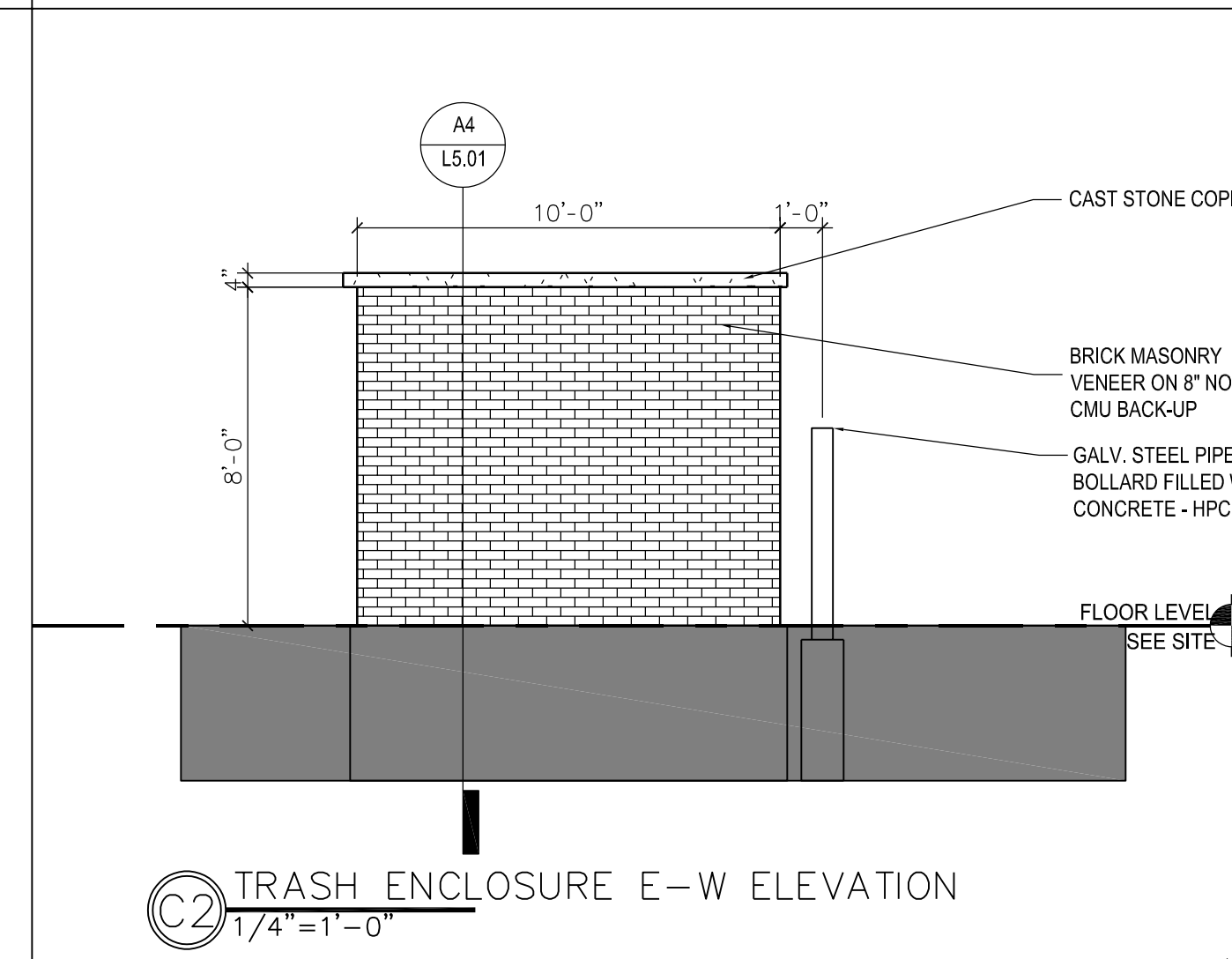
D2 FENCE ELEVATION @ RETAINING WALL
1/4"=1'-0"



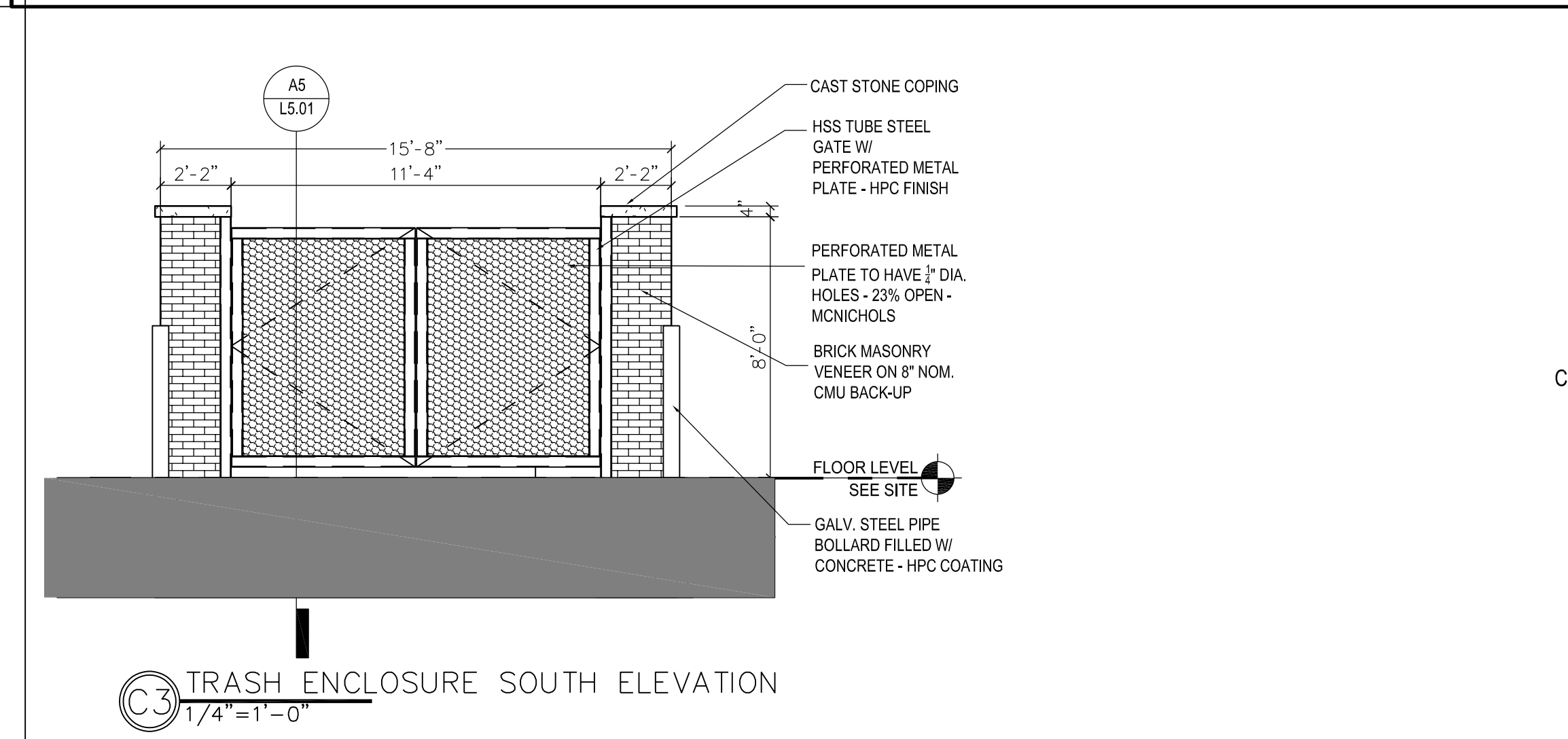
D3 FENCE ELEVATION @ RETAINING WALL
1/8"=1'-0"



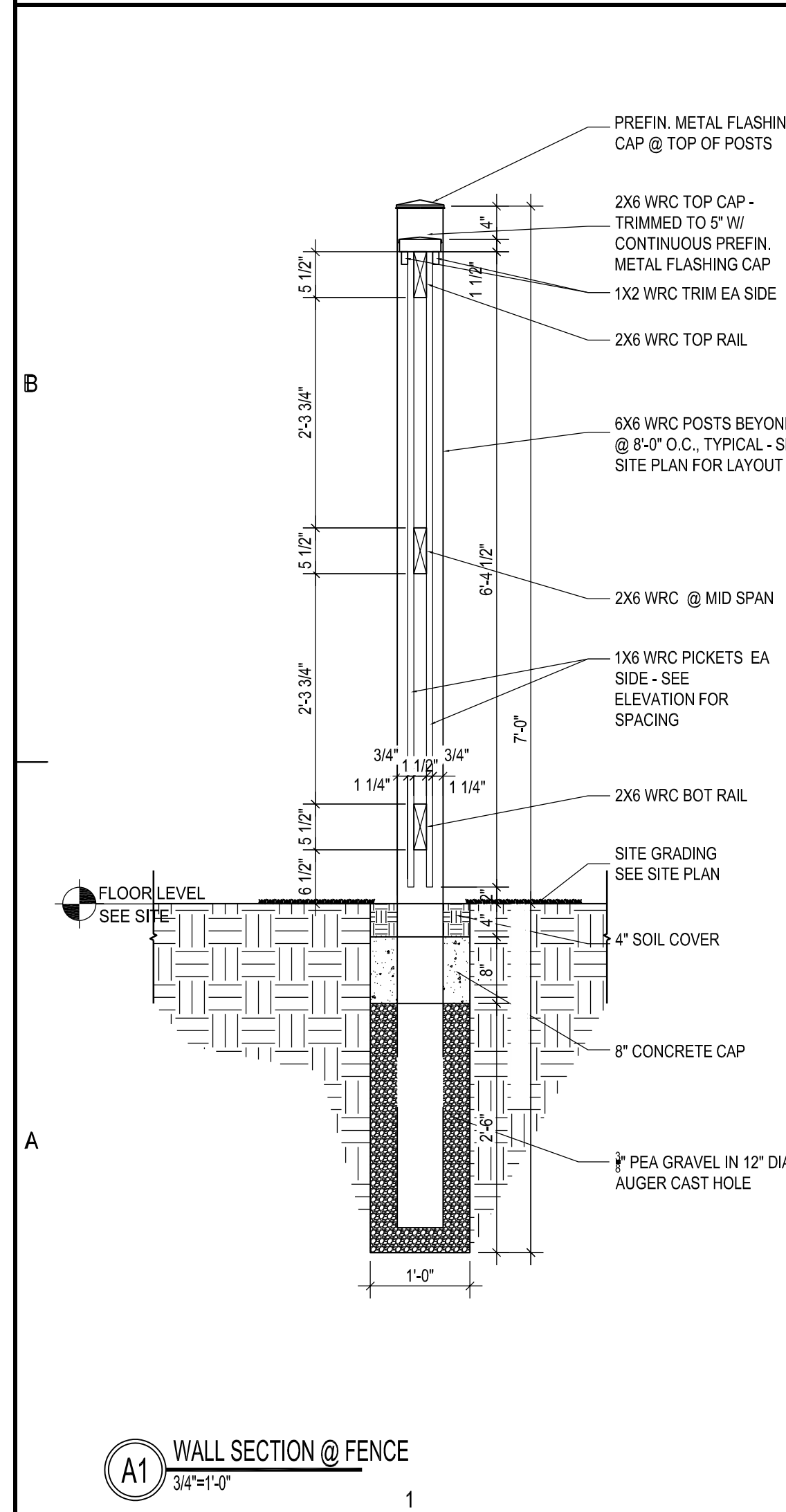
C1 TRASH ENCLOSURE NORTH ELEVATION
1/4"=1'-0"



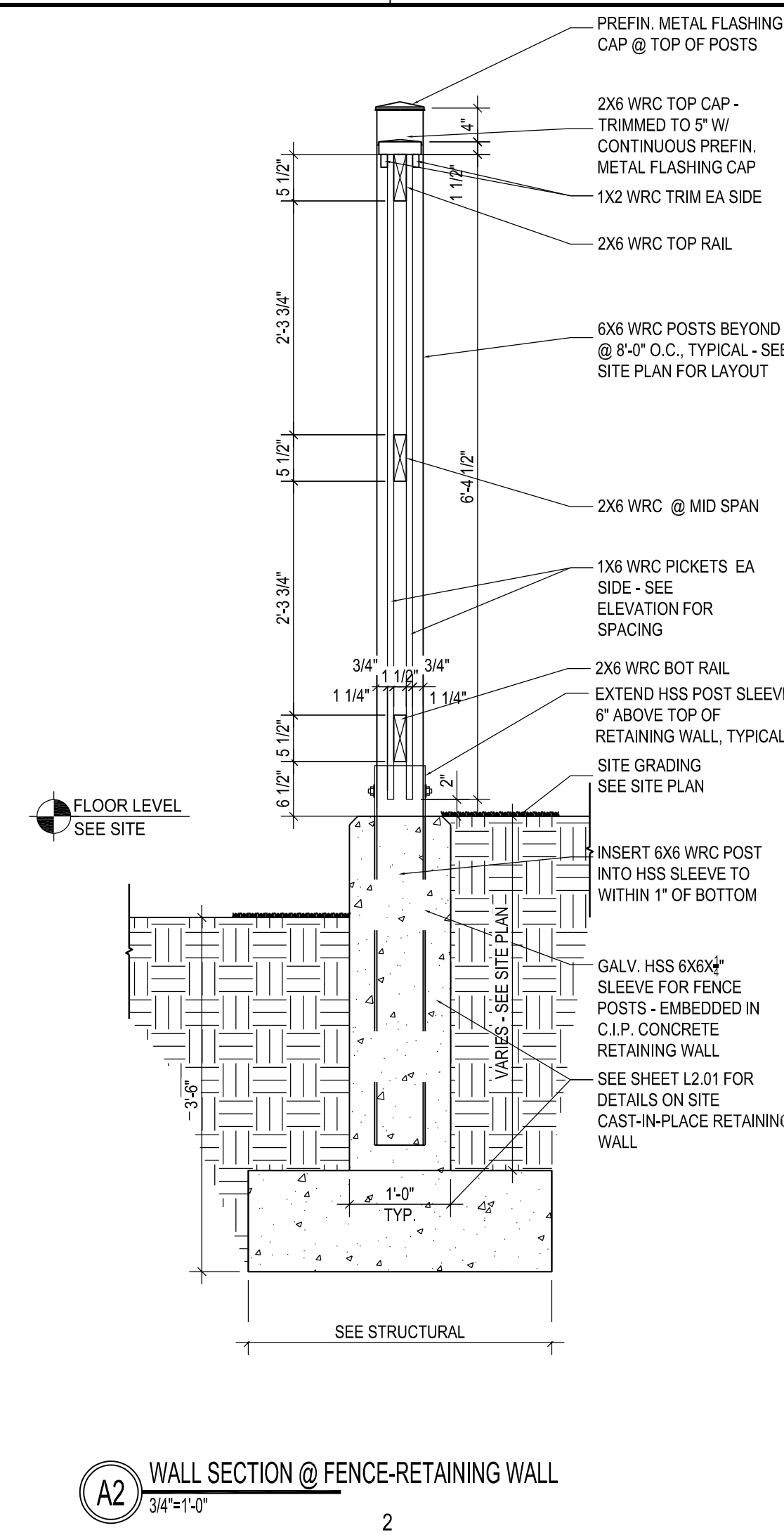
C2 TRASH ENCLOSURE E-W ELEVATION
1/4"=1'-0"



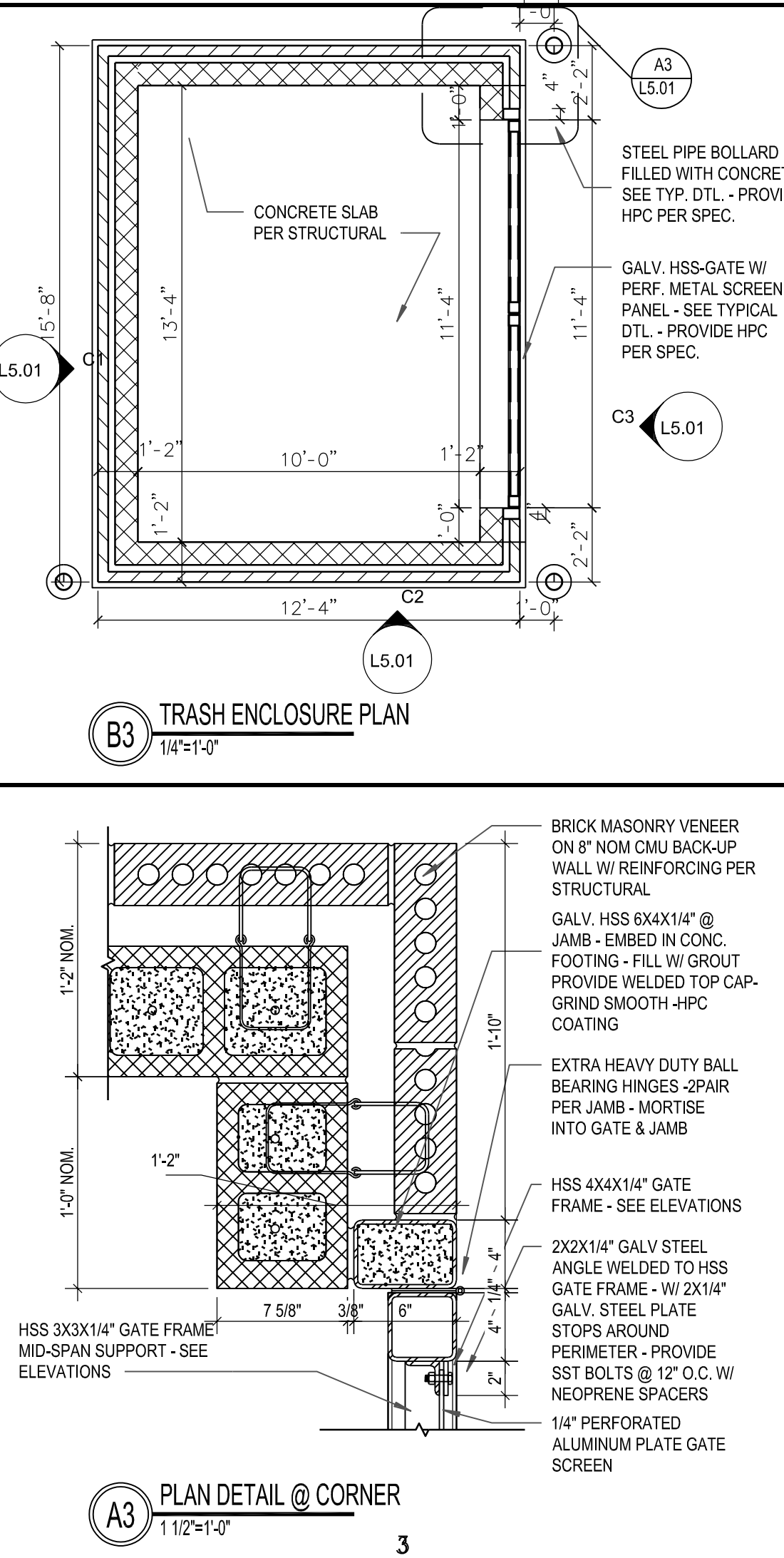
C3 TRASH ENCLOSURE SOUTH ELEVATION
1/4"=1'-0"



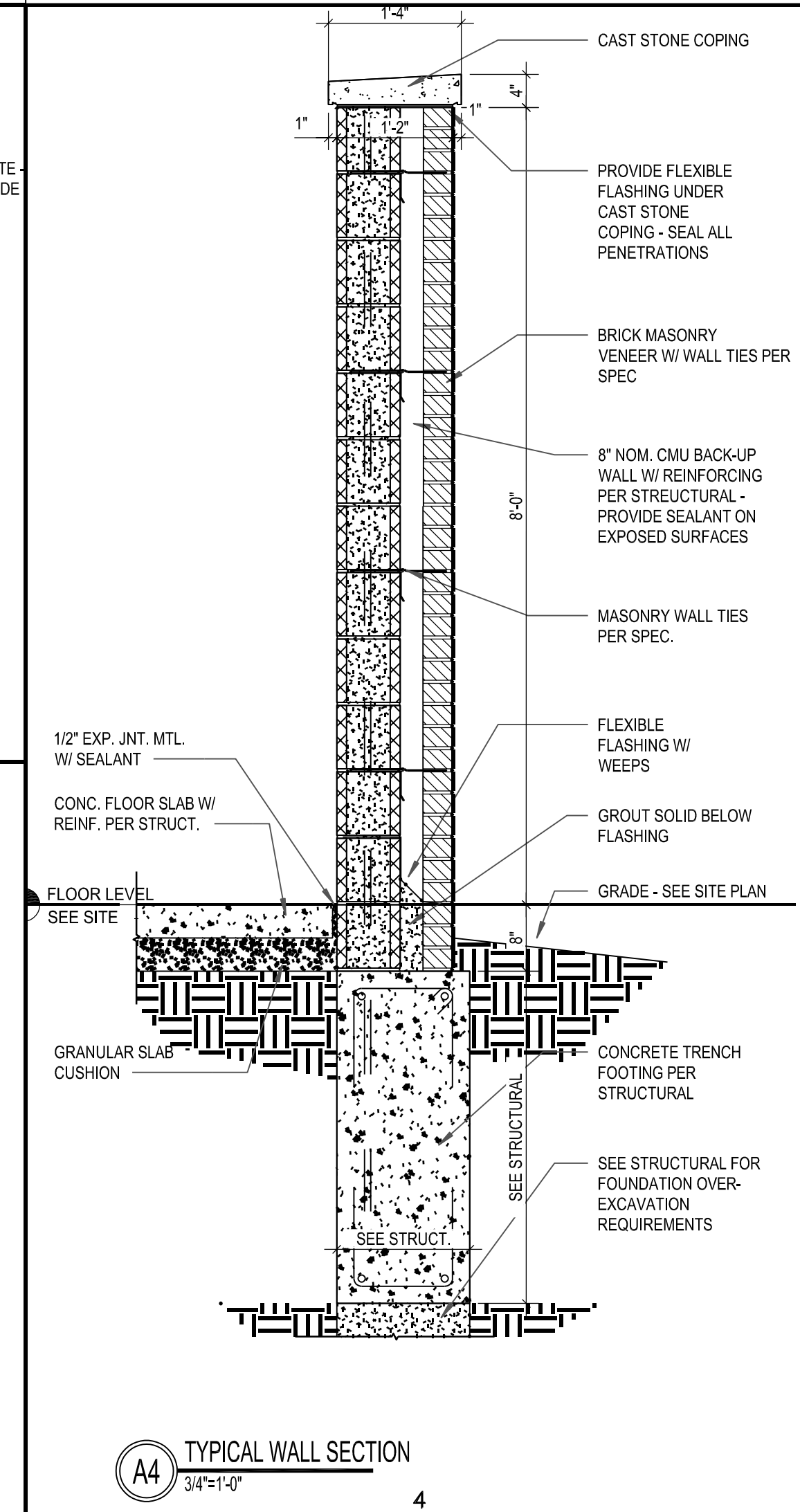
A1 WALL SECTION @ FENCE
3/4"=1'-0"



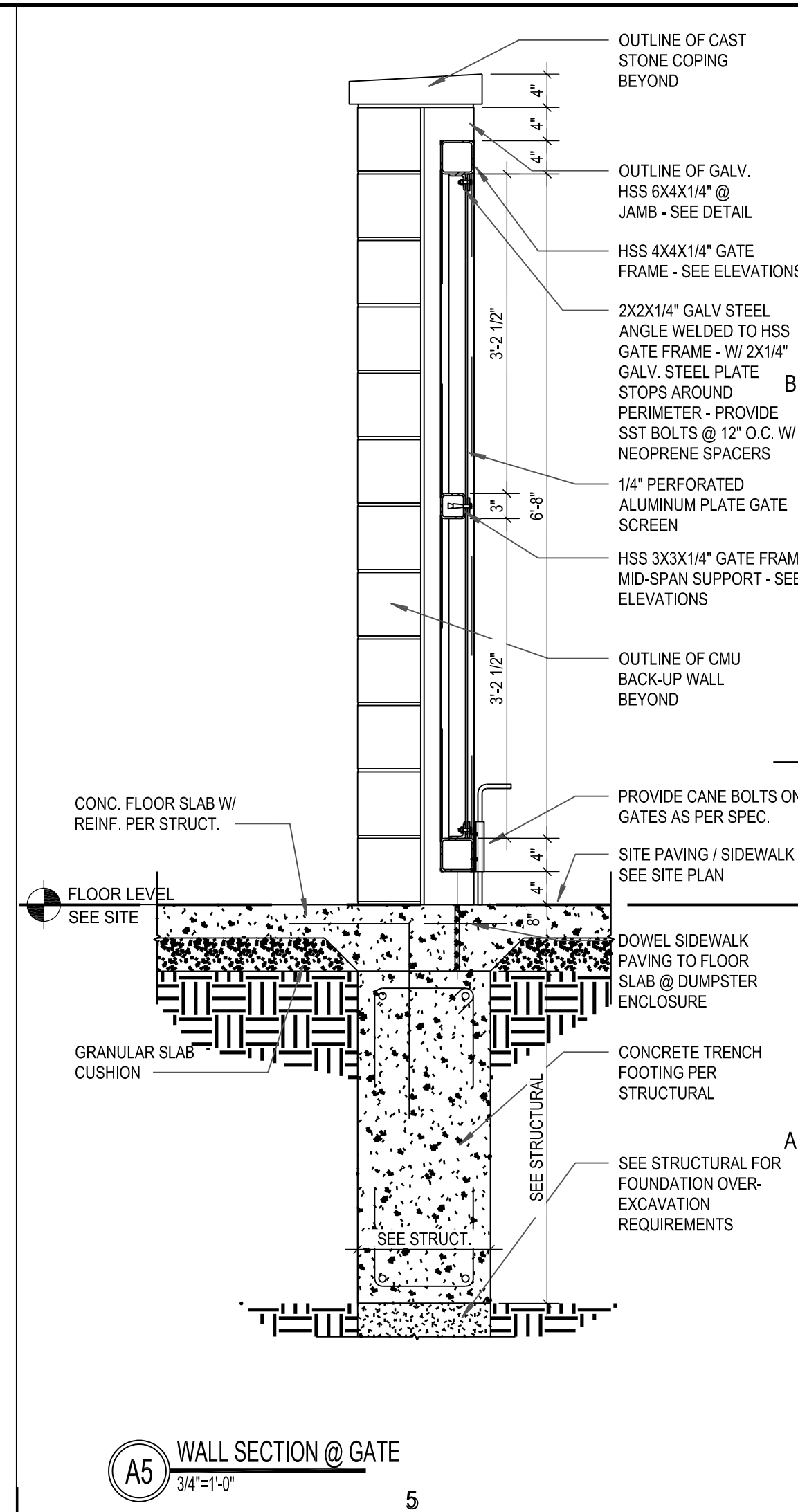
A2 WALL SECTION @ FENCE-RETAINING WALL
3/4"=1'-0"



A3 PLAN DETAIL @ CORNER
1 1/2"=1'-0"



A4 TYPICAL WALL SECTION
3/4"=1'-0"



A5 WALL SECTION @ GATE
3/4"=1'-0"

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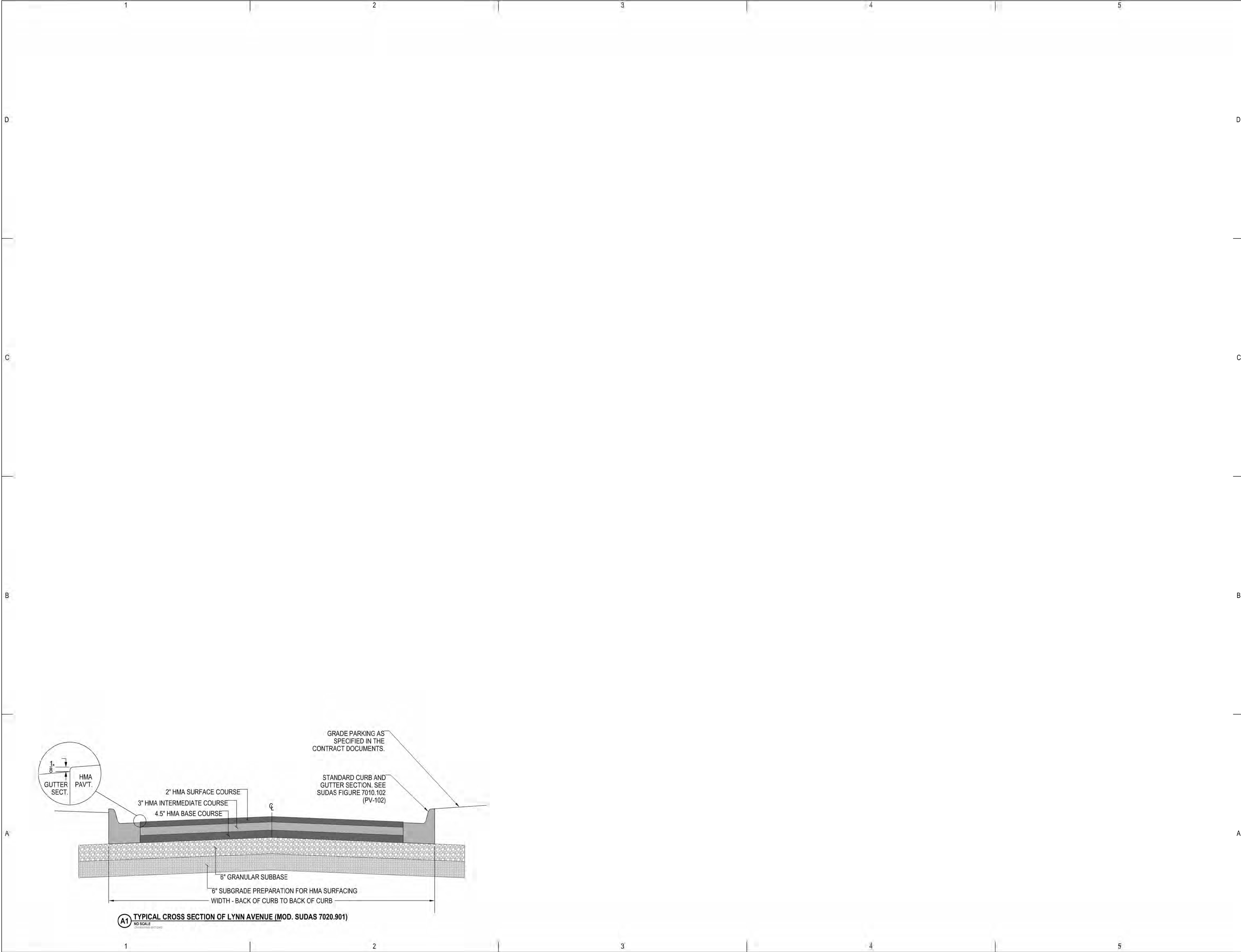
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DETAILS

L5.01



(A1) TYPICAL CROSS SECTION OF LYNN AVENUE (MOD. SUDAS 7020.901)
NO SCALE

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L05.02

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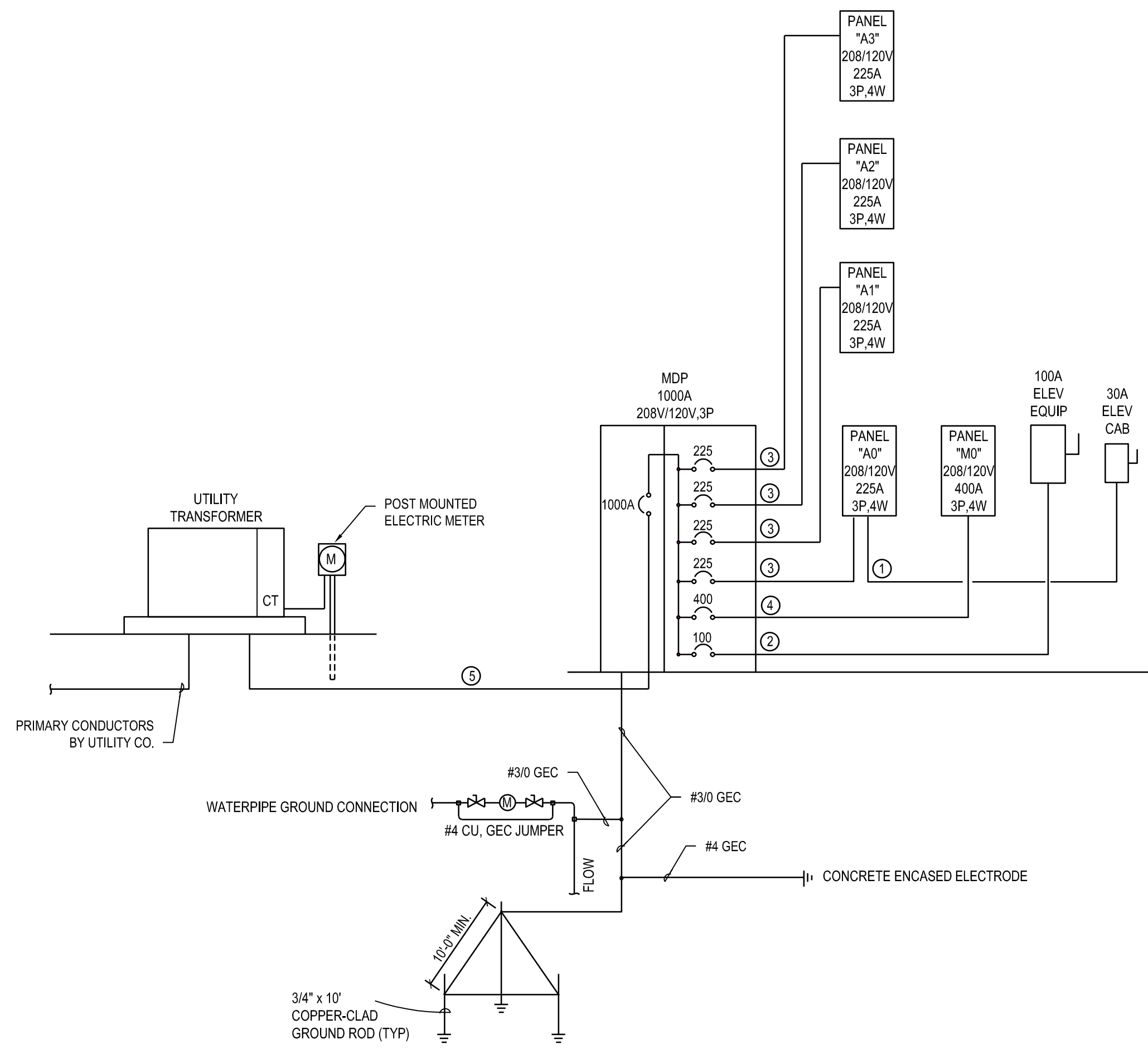
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ELECTRICAL
RISER DIAGRAM

E4.01



FEEDER TAG	BREAKER SIZE	CONDUCTORS	CONDUIT
①	30A, 3 POLE	(2)#10 + (1)#10G	3/4" EMT
②	100A, 3 POLE	(3)#3 + (1)#8G	1" EMT
③	225A, 3 POLE	(4)#4/0 + (1)#4G	2 1/2" EMT
④	400A, 3 POLE	(4)#600kcmil + (1) # 3 G	3 1/2" EMT
⑤	1000A, 3 POLE	3/SETS; (3)#400kcmil	(3)3" PVC

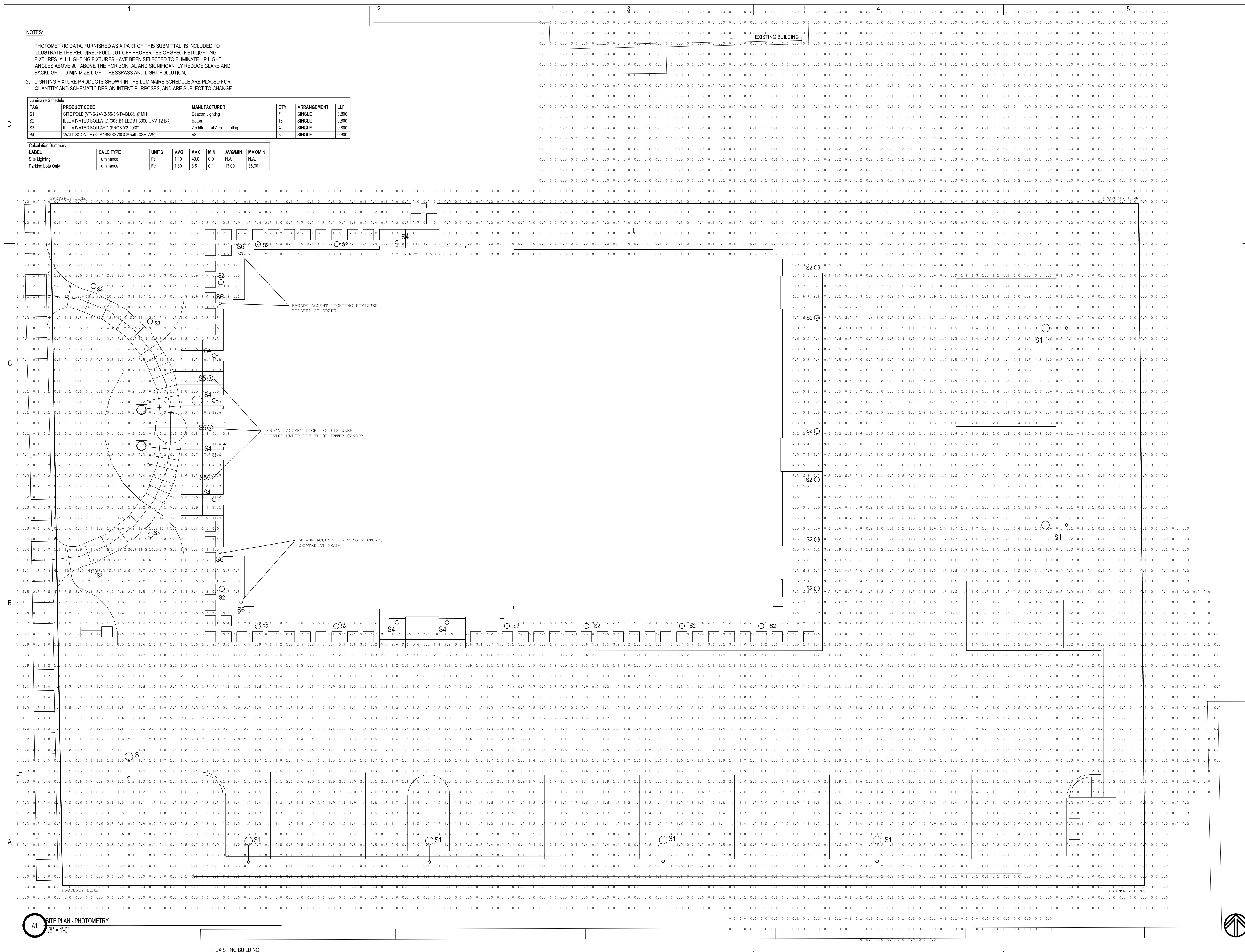
A3 ELECTRICAL RISER DIAGRAM

NOTES:

- PHOTOMETRIC DATA, FURNISHED AS A PART OF THIS SUBMITTAL, IS INCLUDED TO ILLUSTRATE THE REQUIRED FULL CUT OFF PROPERTIES OF SPECIFIED LIGHTING FIXTURES. ALL LIGHTING FIXTURES HAVE BEEN SELECTED TO ELIMINATE LIGHT ANGLES ABOVE 90° ABOVE THE HORIZONTAL AND SIGNIFICANTLY REDUCE GLARE AND BACKLIGHT TO MINIMIZE LIGHT TRESSPASS AND LIGHT POLLUTION.
- LIGHTING FIXTURE PRODUCTS SHOWN IN THE LUMINAIRE SCHEDULE ARE PLACED FOR QUANTITY AND SCHEMATIC DESIGN INTENT PURPOSES, AND ARE SUBJECT TO CHANGE.

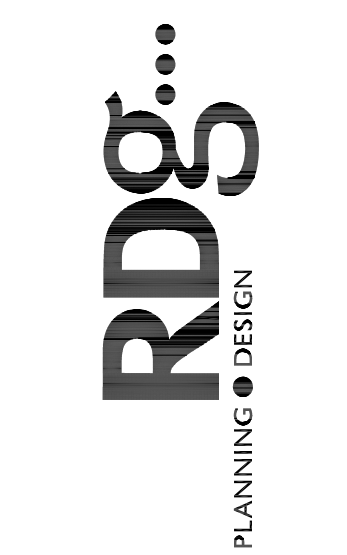
TAG	PRODUCT CODE	MANUFACTURER	QTY	ARRANGEMENT	LLF
S1	SITE FOLE (VF-S24NB-55-3K-T4-6L(C)) 18" MH	Beacon Lighting	7	SINGLE	0.900
S2	ILLUMINATED BOLLARD (303-B1-LED-B1-3000-UV-T2-BK)	Eaton	16	SINGLE	0.800
S3	ILLUMINATED BOLLARD (PROB-Y2-2030)	Architectural Area Lighting	4	SINGLE	0.800
S4	WALL SCONCE (XTM1933XX20CCA with XSA-225)	v2	8	SINGLE	0.800

Calculation Summary						
LABEL	CALC TYPE	UNITS	AVG	MAX	MIN	AVG/MIN
Site Lighting	Illuminance	Fc	1.10	40.0	0.0	N/A
Parking Lots Only	Illuminance	Fc	1.30	3.5	0.1	13.00



A1 SITE PLAN - PHOTOMETRY
1/8" = 1'-0"

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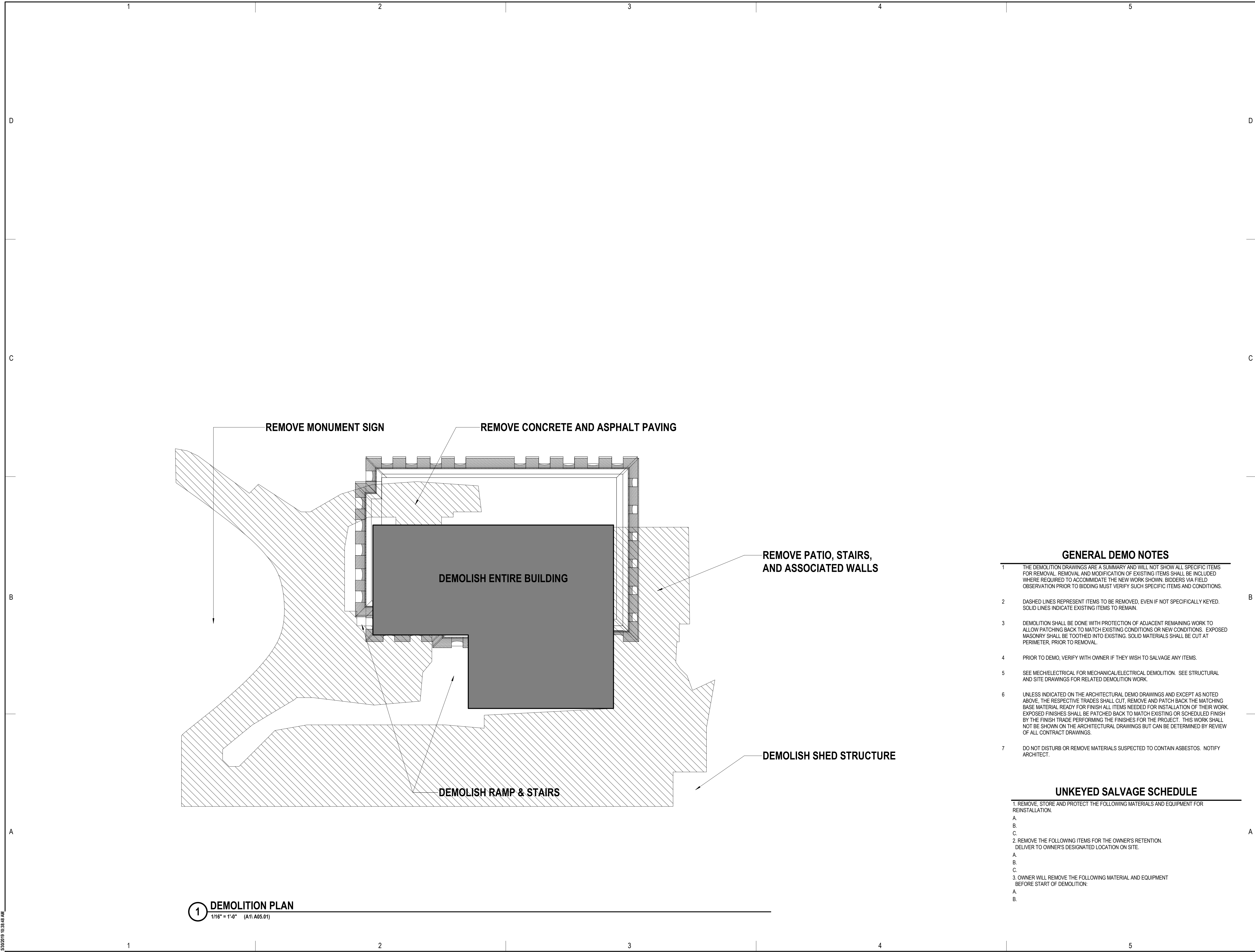
KEY PLAN

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SITE PLAN
PHOTOMETRY

ES.02



GENERAL DEMO NOTES

1. THE DEMOLITION DRAWINGS ARE A SUMMARY AND WILL NOT SHOW ALL SPECIFIC ITEMS FOR REMOVAL. REMOVAL AND MODIFICATION OF EXISTING ITEMS SHALL BE INCLUDED WHERE REQUIRED TO ACCOMMODATE THE NEW WORK SHOWN. BIDDERS VIA FIELD OBSERVATION PRIOR TO BIDDING MUST VERIFY SUCH SPECIFIC ITEMS AND CONDITIONS.
2. DASHED LINES REPRESENT ITEMS TO BE REMOVED, EVEN IF NOT SPECIFICALLY KEYED. SOLID LINES INDICATE EXISTING ITEMS TO REMAIN.
3. DEMOLITION SHALL BE DONE WITH PROTECTION OF ADJACENT REMAINING WORK TO ALLOW PATCHING BACK TO MATCH EXISTING CONDITIONS OR NEW CONDITIONS. EXPOSED MASONRY SHALL BE TOOTHED INTO EXISTING. SOLID MATERIALS SHALL BE CUT AT PERIMETER, PRIOR TO REMOVAL.
4. PRIOR TO DEMO, VERIFY WITH OWNER IF THEY WISH TO SALVAGE ANY ITEMS.
5. SEE MECH/ELECTRICAL FOR MECHANICAL/ELECTRICAL DEMOLITION. SEE STRUCTURAL AND SITE DRAWINGS FOR RELATED DEMOLITION WORK.
6. UNLESS INDICATED ON THE ARCHITECTURAL DEMO DRAWINGS AND EXCEPT AS NOTED ABOVE, THE RESPECTIVE TRADES SHALL CUT, REMOVE AND PATCH BACK THE MATCHING BASE MATERIAL READY FOR FINISH ALL ITEMS NEEDED FOR INSTALLATION OF THEIR WORK. EXPOSED FINISHES SHALL BE PATCHED BACK TO MATCH EXISTING OR SCHEDULED FINISH BY THE FINISH TRADE PERFORMING THE FINISHES FOR THE PROJECT. THIS WORK SHALL NOT BE SHOWN ON THE ARCHITECTURAL DRAWINGS BUT CAN BE DETERMINED BY REVIEW OF ALL CONTRACT DRAWINGS.
7. DO NOT DISTURB OR REMOVE MATERIALS SUSPECTED TO CONTAIN ASBESTOS. NOTIFY ARCHITECT.

UNKEYED SALVAGE SCHEDULE


1. REMOVE, STORE AND PROTECT THE FOLLOWING MATERIALS AND EQUIPMENT FOR REINSTALLATION.
 - A.
 - B.
 - C.
2. REMOVE THE FOLLOWING ITEMS FOR THE OWNER'S RETENTION. DELIVER TO OWNER'S DESIGNATED LOCATION ON SITE.
 - A.
 - B.
 - C.
3. OWNER WILL REMOVE THE FOLLOWING MATERIAL AND EQUIPMENT BEFORE START OF DEMOLITION:
 - A.
 - B.

1 DEMOLITION PLAN
1/16" = 1'-0" (A11 A05.01)

NEW SORORITY HOUSE

PRELIMINARY - NOT FOR CONSTRUCTION

SCHEMATIC DESIGN



ARCHITECT
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REV.	DATE	DESCRIPTION

ISSUED: 01/29/2019
PROJECT NO: 3001.860.01

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DEMOLITION PLAN

AD0.01

5/20/2019 10:38:48 AM

(R-2) FLOOR AREA ALLOWANCES PER OCCUPANT (1004.1.2)							
Level	Number	Group	Function of Space	Area	Load Factor	Occupant Load	Exits Required
GROUND FLOOR		R-2	Accessory Storage Areas, Mechanical Equipment Room	339 SF	300 SF	7	
GROUND FLOOR		R-2	Dormitories	653 SF	50 SF	14	
GROUND FLOOR: 10				992 SF		21	
SECOND FLOOR		R-2	Accessory Storage Areas, Mechanical Equipment Room	557 SF	300 SF	4	
SECOND FLOOR	S216	R-2	Assembly Standing Space	60 SF	5 SF	12	
SECOND FLOOR		R-2	Circulation	1709 SF	0 SF	0	
SECOND FLOOR		R-2	Dormitories	3590 SF	50 SF	84	
SECOND FLOOR: 34				5915 SF		100	
THIRD FLOOR		R-2	Accessory Storage Areas, Mechanical Equipment Room	436 SF	300 SF	3	
THIRD FLOOR		R-2	Circulation	562 SF	0 SF	0	
THIRD FLOOR		R-2	Dormitories	3440 SF	50 SF	81	
THIRD FLOOR: 29				4438 SF		84	
S-1:73				11345 SF		205	

C

B

A

5/30/2019 10:38:28 AM

CODE ANALYSIS			
APPLICABLE CODES: 2015 IBC, 2015 IFC, 2015 UPC, 2015 IFGC (FUEL GAS CODE), 2017 NEC, 2012 IECC, 2009 ICC A117.1			
TYPE OF CONSTRUCTION			
**Type of Construction for Existing Building: Example: II-A, II-B, V-A, V-B			NA
**Type of Construction for New Building: Example: II-A, II-B, V-A, V-B			V-B
If Mixed Construction Indicate the types that will be used, Identify Types and Locations:			
AUTOMATIC SPRINKLER SYSTEM			
Sprinkler Type provided: Example: NFPA 13R			
BUILDING OCCUPANCIES AND DESCRIPTIONS			
1. Residential Occupancy R2 - Dormitory			
2. Assembly Occupancy A3 - Dining Hall / Chapter Room			
HEIGHT LIMITATIONS FOR NONSEPARATED OCCUPANCIES			
Height Limitations for Nonseparated Occupancies Based on Most Restrictive Occupancy. See Following Table for Separated Occupancies.			
	Allowed Height		Proposed Height
Building Height in Feet =	60		43
Building Height in Stories Above Grade =	3		3
**Total Building Height, Feet & Stories =			43

AREA LIMITATIONS FOR NONSEPARATED OCCUPANCIES (R-2)			
Area Limitations for Nonseparated Occupancies Based on Most Restrictive Occupancy. See Following Table for Separated Occupancies.			
**Occupancy Classification/Allowed Area	Allowed Area (from Table 503)		Proposed Area
			348
**Building Perimeter =			348
**Building Frontage = (Building perimeter that fronts a public way or open space with minimum 20' width).			348
Frontage Area Increase = Include Calculations	$I_f = [348/348 - .25] [26.4/30] = .66$		
Total Allowable Floor Area = Include Calculations	$A_a = A_t \cdot (N \cdot S \cdot X \cdot I_f) \cdot S_a$ 11,620	$A_a = 7000 \cdot (1.00 \cdot .66) =$ 4620	
**Number of Floors =	4		4
Total Allowable Building Area = Include Calculations	11,620 x 4 = 46,480		
**Actual Building Area Per Floor & Total =			7,026
Does the building qualify for unlimited area? If Yes, include open yard widths.			
	North	South	East West
**Open Yard Widths =	20'	42'	36'
**Reduced Yard Widths =			
**Fire Rating of Wall =	NA	NA	NA NA
**Provide Rated Wall Assembly			

AREA LIMITATIONS FOR NONSEPARATED OCCUPANCIES (A-3)			
Area Limitations for Nonseparated Occupancies Based on Most Restrictive Occupancy. See Following Table for Separated Occupancies.			
**Occupancy Classification/Allowed Area	Allowed Area (from Table 503)		Proposed Area
			348
**Building Perimeter =			348
**Building Frontage = (Building perimeter that fronts a public way or open space with minimum 20' width).			348
Frontage Area Increase = Include Calculations	$I_f = [348/348 - .25] [26.4/30] = .66$		
Total Allowable Floor Area = Include Calculations	$A_a = A_t \cdot (N \cdot S \cdot X \cdot I_f) \cdot S_a$ 29,880	$A_a = 18,000 \cdot (1.00 \cdot .66) =$ 11,880	
**Number of Floors =	2		2
Total Allowable Building Area = Include Calculations	29,880 x 2 = 59,760		
**Actual Building Area Per Floor & Total =			7,026
Does the building qualify for unlimited area? If Yes, include open yard widths.			
	North	South	East West
**Open Yard Widths =	20'	42'	36'
**Reduced Yard Widths =			
**Fire Rating of Wall =	NA	NA	NA NA
**Provide Rated Wall Assembly			

HEIGHT & AREA LIMITATIONS FOR SEPARATED OCCUPANCIES						
Include Occupancy Classifications, Heights, Areas, and Separations.						
1st Floor						
Occupancy Classification	Separation Required	Allowed Height	Proposed Height	Allowed Area	Proposed Area	Area Ratio
A-3	1	60	43	29,880	3,859	0.13
R-2	1	60	43	11,620	1,486	0.13
Total Ratios =						0.26

**ACCESSORY USE AREAS			
Identify All Accessory Use Areas and Include Area, Occupant Load Factor, & Occupant Load.			
Accessory Use Area Identify Room, Occupancy, & Use	Area	Occupant Load Factor	Occupant Load
**Fire Resistance Rating Requirements Per IBC Table 601	Rating Required	Rating Provided	Assembly #
Structural Frame			
Bearing Walls - Exterior			
Bearing Walls - Interior			
Nonbearing Walls and Partitions - Exterior			
Nonbearing Walls and Partitions - Interior			
Floor Construction			
Roof Construction			

2

3

EXTERIOR WALL OPENINGS REQUIREMENTS					
Per IBC Table 705.8					
Exterior Wall	Fire Separation Distance (Feet)	Area of Wall Openings (% of Wall Area)			
		Allowed		Provided	
		Unprotected	Protected	Unprotected	Protected
North					
South					
East					
West					

**FIRE RESISTANCE RATED ASSEMBLIES				
Identify rated walls, partitions, and horizontal assemblies. Provide a brief description of why each element is rated, for example: Corridor, Occupancy Separation, Exit Enclosure. Identify the required level of opening protection for each component. Identify the type (Fire, Smoke, Fire/Smoke) and rating of dampers provided in duct systems that penetrate these elements.				
**Fire Barriers				
Rating	Assembly	Opening Protection	Dampers (Type & Rating)	Reason for Rating
1 hour	U305	45 min	1.5 Hour Fire	508.4 Separated Occupancies A-3 and R-2
2 hour	U906	90 min	1.5 Hour Fire	IBC 1023.2 Interior exit stair
2 hour	U906	90 min	1.5 Hour Fire	IBC 707.3.3 Interior exit access stair
**Shaft Enclosures				
Rating	Assembly	Opening Protection	Dampers (Type & Rating)	Reason for Rating
2 hour	U906	90 min	1.5 Hour Fire	IBC 707.3.1 Elevator Shaft
**Fire Partitions				
Rating	Assembly	Opening Protection	Dampers (Type & Rating)	Reason for Rating
.5 hour	U317	20 min	1.5 Hour Fire	IBC 708.3 Separation of dwelling units Exception 2
.5 hour		20 min	1.5 Hour Fire	IBC 708.3 Separation of corridor walls Exception 1
**Smoke Partitions				
Rating	Assembly	Opening Protection	Dampers (Type & Rating)	Reason for Rating
**Smoke Barriers				
Rating	Assembly	Opening Protection	Dampers (Type & Rating)	Reason for Rating
**Horizontal Assemblies				
Rating	Assembly	Opening Protection	Dampers (Type & Rating)	Reason for Rating
1 Hour	L550	45 min	1.5 Hour Fire	IBC 7.11.2.4.3 separation of dwelling units
1 Hour	L550	45 min	1.5 Hour Fire	IBC 7.11.2.4.1 separation of mixed occupancies.
1 Hour	P531	45 min	1.5 Hour Fire	Roof assembly

** FIRE DEPARTMENT REQUIREMENTS			
Are Fire Extinguishers Provided? **Fire Extinguisher Locations Must be Identified on Code Plan**	YES		
Identify Hazard Class Per NFPA 10:	Low	Ordinary (Moderate)	Extra (High)
Identify Maximum Floor Area Per Extinguisher: (Square Feet)			3248 SF
Identify Maximum Travel Distance to Extinguishers: (Feet)			70'-4"
Is a Manual Fire Alarm System Provided? Pull stations are shown on the fire alarm drawings. **Identify Pull Locations on Electrical Plan**	YES		Pull locations to be shown on CD electrical drawings.
Is an Automatic Fire Alarm System Provided?	YES		
Alarm System is required to be reviewed by the local fire department			
Will an Approved Lock Box be Provided? **Identify Location on Code Plan**	YES		NO
Identify Location of Fire Department Connection: **Include location on Code Plan**			TBD in Construction Drawings
**Areas with a Single Exit			
Identify Maximum Common Path of Travel in Areas with 1 Exit.			
Space or Area	Allowed		Provided
MECH.	75'		40'
Maximum Travel Distance = (Enter Distance in Feet from Most Remote Point of Building to the nearest Exit)	250'		Max travel from 3rd floor to exterior through exit access stair, 199'-6"

Multiple Exits					
Identify Minimum Separation Distance Between Exits in Areas Required to Have More than 1 Exit					
Space or Area	Diagonal Dimension	Occ. Load	# Exits Provided	Req'd Distance Between Exits	Actual Distance Between Exits
3RD FLOOR	116'		2	38'-8"	39'-1"
2ND FLOOR	116'		3	38'-8"	39'-1"
1ST FLOOR	116'		4	38'-8"	100'-4"
LOWER LEVEL	116'		2	38'-8"	39'-1"
Exit Width					
Number of Exits and Exit Width from Each Level	Number of Exits		Exit Width		
	Required	Provided	Stair Enter Width Factor Example: 0.2"	Other Egress Components Enter Width Factor Example: 0.15"	
Basement	67'-4"	96"	50'-6"	69"	
First Floor			65'-5"	238'-5"	
Second Floor			15'	69"	
Third Floor			15'	69"	
Are Areas of Refuge Required?			NO		

ENERGY CODE COMPLIANCE METHOD	
	LIST COMPLIANCE METHOD: Example: IECC PERSCRIPTIVE COMCHECK, ASHRAE PERSPECTIVE COMCHECK, COMPONENT PERFORMANCE, SIMULATED ANALYSIS

4

5

PRELIMINARY - NOT FOR CONSTRUCTION SCHEMATIC DESIGN

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KEY PLAN

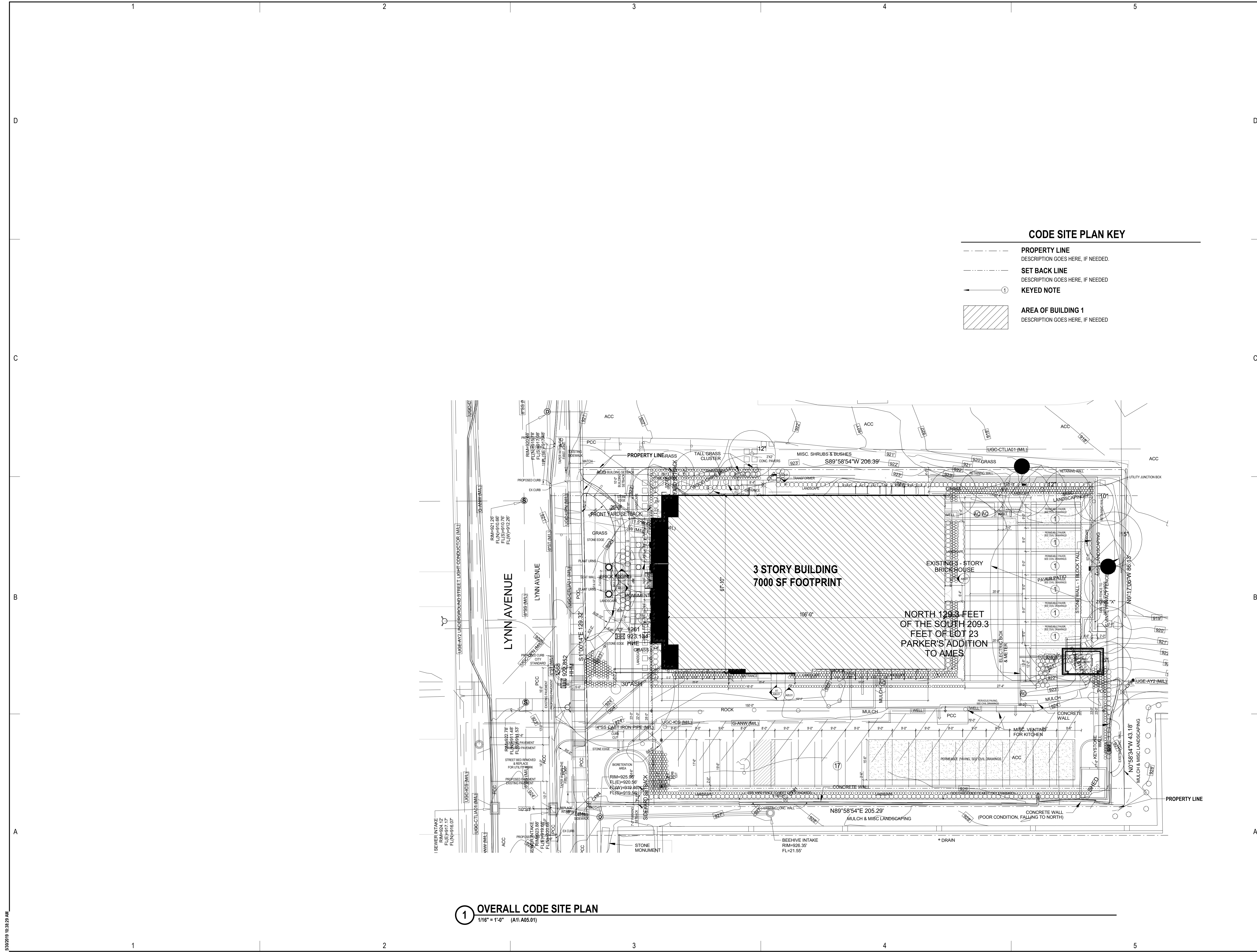
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CODE REVIEW

A00.01



CODE SITE PLAN KEY

	PROPERTY LINE DESCRIPTION GOES HERE, IF NEEDED.
	SET BACK LINE DESCRIPTION GOES HERE, IF NEEDED.
	KEYED NOTE
	AREA OF BUILDING 1 DESCRIPTION GOES HERE, IF NEEDED.

1 OVERALL CODE SITE PLAN
1/16" = 1'-0" (A1) A05.01

NEW SORORITY HOUSE **PRELIMINARY - NOT FOR CONSTRUCTION** **SCHEMATIC DESIGN**

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KEY PLAN

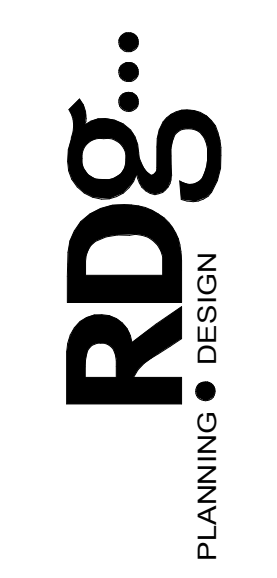
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**CODE SITE
PLAN**

A00.02



5/30/2019 10:38:29 AM

(A-1) FLOOR AREA ALLOWANCES PER OCCUPANT (1004.1.2)

Level	Number	Group	Function of Space	Area	Load Factor	Occupant Load	Exits Required
-------	--------	-------	-------------------	------	-------------	---------------	----------------

(A-3) FLOOR AREA ALLOWANCES PER OCCUPANT (1004.1.2)

Level	Number	Group	Function of Space	Area	Load Factor	Occupant Load	Exits Required
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A-FP00	010	A-3	Accessory Storage Areas, Mechanical Equipment Room	155 SF	300 SF	1	
A-FP00	005	A-3	Accessory Storage Areas, Mechanical Equipment Room	534 SF	300 SF	2	
A-FP00	004-1	A-3	Accessory Storage Areas, Mechanical Equipment Room	226 SF	300 SF	1	
A-FP00	004	A-3	Assembly Concentrated (chairs only - not fixed)	1463 SF	7 SF	209	
A-FP00	003	A-3	Assembly Unconcentrated (tables and chairs)	341 SF	15 SF	23	
A-FP00	009	A-3	Assembly Unconcentrated (tables and chairs)	115 SF	15 SF	8	
A-FP00	007	A-3	Assembly Unconcentrated (tables and chairs)	113 SF	15 SF	8	
A-FP00	002	A-3	Assembly Unconcentrated (tables and chairs)	718 SF	15 SF	48	
A-FP00	006	A-3	Assembly Unconcentrated (tables and chairs)	533 SF	15 SF	36	
A-FP00	008	A-3	Assembly Unconcentrated (tables and chairs)	177 SF	15 SF	12	
A-FP00	006	A-3	Circulation	42 SF	0 SF		
A-FP00	S01	A-3	Circulation	751 SF	0 SF		
A-FP00	S03	A-3	Circulation	176 SF	0 SF		
A-FP00	S02	A-3	Circulation	166 SF	0 SF		
A-FP00	E01	A-3	Circulation	58 SF	0 SF		
A-FP00	1344	A-3	Circulation	445 SF	0 SF		
A-FP00: 16				6014 SF		348	
GROUND FLOOR	108	A-3	Assembly Concentrated (chairs only - not fixed)	1449 SF	7 SF	208	
GROUND FLOOR	110B	A-3	Circulation	59 SF	0 SF		
GROUND FLOOR	110C	A-3	Circulation	70 SF	0 SF		
GROUND FLOOR	S12	A-3	Circulation	163 SF	0 SF		
GROUND FLOOR	S13	A-3	Circulation	170 SF	0 SF		
GROUND FLOOR	S11	A-3	Circulation	1031 SF	0 SF		
GROUND FLOOR	110	A-3	Kitchens, Commercial	545 SF	200 SF	3	
GROUND FLOOR	109	A-3	Kitchens, Commercial	340 SF	200 SF	2	
GROUND FLOOR: 8				3827 SF		213	
SECOND FLOOR	203	A-3	Assembly Unconcentrated (tables and chairs)	163 SF	15 SF	11	
SECOND FLOOR: 1				163 SF		11	
THIRD FLOOR	303	A-3	Assembly Unconcentrated (tables and chairs)	149 SF	15 SF	10	
THIRD FLOOR: 1				149 SF		10	
A-3: 26				10153 SF		582	

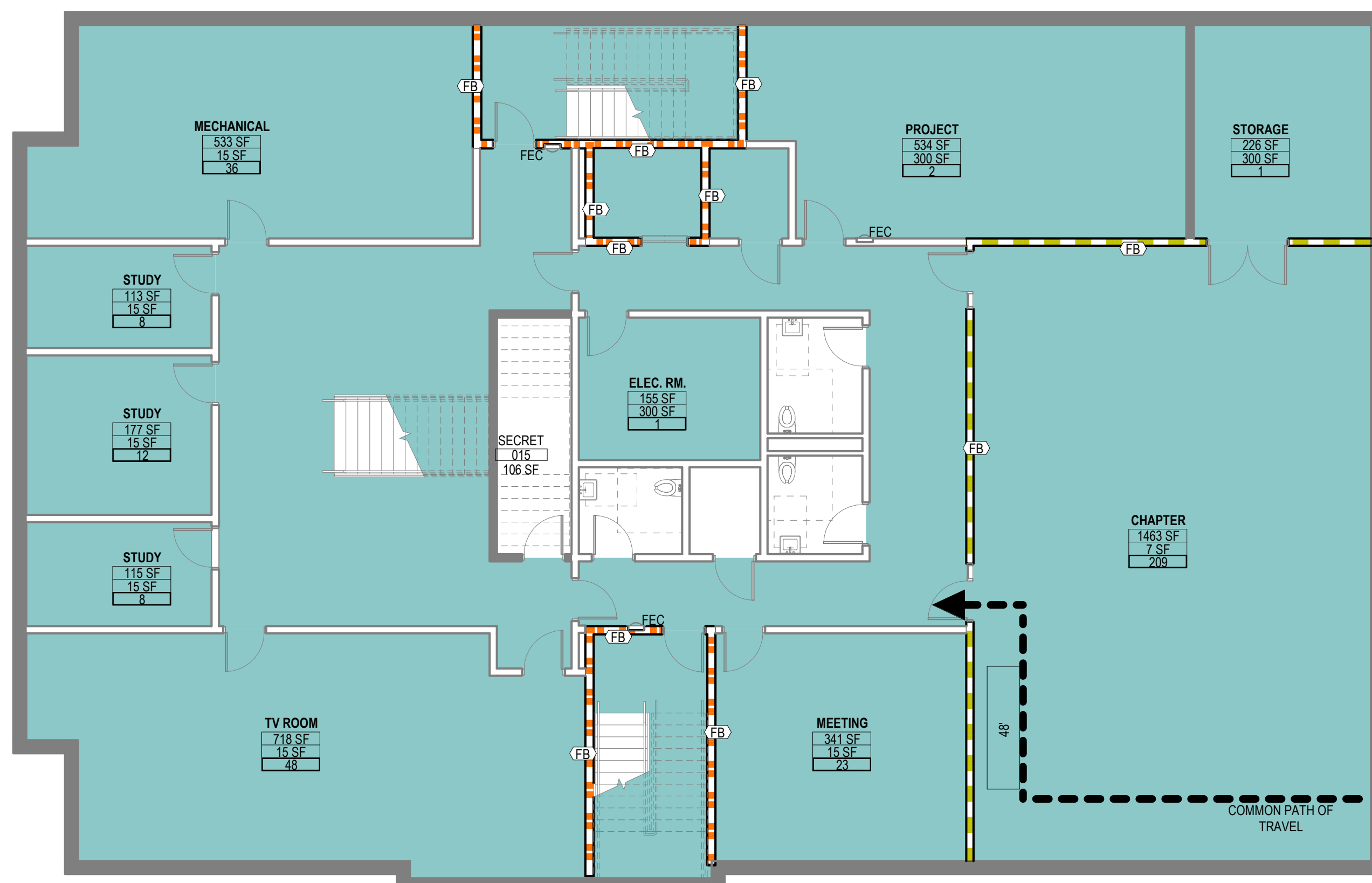
FOOTNOTES:

S= SMOKE-FIRE DAMPER

- 717.5.2 FIRE BARRIERS. DUCTS AND AIR TRANSFER OPENINGS OF FIRE BARRIERS SHALL BE PROTECTED WITH APPROVED FIRE DAMPERS INSTALLED IN ACCORDANCE WITH THEIR LISTING. DUCTS AND AIR TRANSFER OPENINGS SHALL NOT PENETRATE ENCLOSURES FOR INTERIOR EXIT STAIRWAYS AND RAMP AND EXIT PASSAGEWAYS, EXCEPT AS PERMITTED BY SECTIONS 1023.5 AND 1024.6, RESPECTIVELY.
 - EXCEPTION: FIRE DAMPERS ARE NOT REQUIRED AT PENETRATIONS OF FIRE BARRIERS WHERE ANY OF THE FOLLOWING APPLY:
 - PENETRATIONS ARE TESTED IN ACCORDANCE WITH ASTM E 119 OR UL 263 AS PART OF THE FIRE-RESISTANCE-RATED ASSEMBLY.
 - DUCTS ARE USED AS PART OF AN APPROVED SMOKE CONTROL SYSTEM IN ACCORDANCE WITH SECTION 909 AND WHERE THE USE OF A FIRE DAMPER WOULD INTERFERE WITH THE OPERATION OF A SMOKE CONTROL SYSTEM.
 - SUCH WALLS ARE PENETRATED BY DUCTED HVAC SYSTEMS, HAVE A REQUIRED FIRE-RESISTANCE RATING OF 1 HOUR OR LESS, ARE IN AREAS OF OTHER THAN GROUP H AND ARE IN BUILDINGS EQUIPPED THROUGHOUT WITH AN AUTOMATIC SPRINKLER SYSTEM IN ACCORDANCE WITH SECTION 903.3.1.1 OR 903.3.1.2. FOR THE PURPOSES OF THIS EXCEPTION, A DUCTED HVAC SYSTEM SHALL BE A DUCT SYSTEM FOR CONVEYING SUPPLY, RETURN OR EXHAUST AIR AS PART OF THE STRUCTURE'S HVAC SYSTEM. SUCH A DUCT SYSTEM SHALL BE CONSTRUCTED OF SHEET STEEL NOT LESS THAN NO. 26 GAGE THICKNESS AND SHALL BE CONTINUOUS FROM THE AIR-HANDLING APPLIANCE OR EQUIPMENT TO THE AIR OUTLET AND INLET TERMINALS.
- 717.5.4 FIRE PARTITIONS. DUCTS AND AIR TRANSFER OPENINGS THAT PENETRATE FIRE PARTITIONS SHALL BE PROTECTED WITH LISTED FIRE DAMPERS INSTALLED IN ACCORDANCE WITH THEIR LISTING. EXCEPTIONS: IN OCCUPANCIES OTHER THAN GROUP H, FIRE DAMPERS ARE NOT REQUIRED WHERE ANY OF THE FOLLOWING APPLY:
 - CORRIDOR WALLS IN BUILDINGS EQUIPPED THROUGHOUT WITH AN AUTOMATIC SPRINKLER SYSTEM IN ACCORDANCE WITH SECTION 903.3.1.1 OR 903.3.1.2 AND THE DUCT IS PROTECTED AS A THROUGH PENETRATION IN ACCORDANCE WITH SECTION 714.
 - TENANT PARTITIONS IN COVERED AND OPEN MALL BUILDINGS WHERE THE WALLS ARE NOT REQUIRED BY PROVISIONS ELSEWHERE IN THE CODE TO EXTEND TO THE UNDERSIDE OF THE FLOOR OR ROOF SHEATHING, SLAB OR DECK ABOVE.
 - THE DUCT SYSTEM IS CONSTRUCTED OF APPROVED MATERIALS IN ACCORDANCE WITH THE INTERNATIONAL MECHANICAL CODE AND THE DUCT PENETRATING THE WALL COMPLIES WITH ALL OF THE FOLLOWING REQUIREMENTS:
 - THE DUCT SHALL NOT EXCEED 100 SQUARE INCHES (0.06 M2).
 - THE DUCT SHALL BE CONSTRUCTED OF STEEL NOT LESS THAN 0.0217 INCH (0.55 MM) IN THICKNESS.
 - THE DUCT SHALL NOT HAVE OPENINGS THAT COMMUNICATE THE CORRIDOR WITH ADJACENT SPACES OR ROOMS.
 - THE DUCT SHALL BE INSTALLED ABOVE A CEILING.
 - THE DUCT SHALL NOT TERMINATE AT A WALL REGISTER IN THE FIRE-RESISTANCE-RATED WALL.
 - A MINIMUM 12-INCH-LONG (305 MM) BY 0.060-INCH-THICK (1.52 MM) STEEL SLEEVE SHALL BE CENTERED IN EACH DUCT OPENING. THE SLEEVE SHALL BE SECURED TO BOTH SIDES OF THE WALL AND ALL FOUR SIDES OF THE SLEEVE WITH MINIMUM 1 1/2-INCH BY 1 1/2-INCH (38 MM BY 38 MM) STEEL RETAINING ANGLES. THE RETAINING ANGLES SHALL BE SECURED TO THE SLEEVE AND THE WALL WITH NO. 10 (M5) SCREWS. THE ANNUAL SPACE BETWEEN THE STEEL SLEEVE AND THE WALL OPENING SHALL BE FILLED WITH MINERAL WOOL BATTING ON ALL SIDES.
 - SUCH WALLS ARE PENETRATED BY DUCTED HVAC SYSTEMS, HAVE A REQUIRED FIRE-RESISTANCE RATING OF 1 HOUR OR LESS, AND ARE IN BUILDINGS EQUIPPED THROUGHOUT WITH AN AUTOMATIC SPRINKLER SYSTEM IN ACCORDANCE WITH SECTION 903.3.1.1 OR 903.3.1.2. FOR THE PURPOSES OF THIS EXCEPTION, A DUCTED HVAC SYSTEM SHALL BE A DUCT SYSTEM FOR CONVEYING SUPPLY, RETURN OR EXHAUST AIR AS PART OF THE STRUCTURE'S HVAC SYSTEM. SUCH A DUCT SYSTEM SHALL BE CONSTRUCTED OF SHEET STEEL NOT LESS THAN NO. 26 GAGE THICKNESS AND SHALL BE CONTINUOUS FROM THE AIR-HANDLING APPLIANCE OR EQUIPMENT TO THE AIR OUTLET AND INLET TERMINALS.
- 717.5.5 SMOKE BARRIERS. A LISTED SMOKE DAMPER DESIGNED TO RESIST THE PASSAGE OF SMOKE SHALL BE PROVIDED AT EACH POINT A DUCT OR AIR TRANSFER OPENING PENETRATES A SMOKE BARRIER. SMOKE DAMPERS AND SMOKE DAMPER ACTUATION METHODS SHALL COMPLY WITH SECTION 717.3.3.2.
 - EXCEPTIONS:
 - SMOKE DAMPERS ARE NOT REQUIRED WHERE THE OPENINGS IN DUCTS ARE LIMITED TO A SINGLE SMOKE COMPARTMENT AND THE DUCTS ARE CONSTRUCTED OF STEEL.
 - SMOKE DAMPERS ARE NOT REQUIRED IN SMOKE BARRIER REQUIRED BY SECTION 407.5 FOR GROUP I-2, CONDITION 2—WHERE THE HVAC SYSTEM IS FULLY DUCTED IN ACCORDANCE WITH SECTION 603 OF THE INTERNATIONAL MECHANICAL CODE AND WHERE BUILDINGS ARE EQUIPPED THROUGHOUT WITH AN AUTOMATIC SPRINKLER SYSTEM IN ACCORDANCE WITH SECTION 903.3.1.1 AND EQUIPPED WITH QUICK-RESPONSE SPRINKLERS IN ACCORDANCE WITH SECTION 903.3.2.
- PENETRATIONS SHALL COMPLY WITH IBC SECTION 714. PENETRATIONS, THRU PENETRATIONS SHALL BE RATED SAME AS WALL OR FLOOR RATING WHICH IS PENETRATED.

OPENING FIRE PROTECTION ASSEMBLIES, RATINGS AND MARKINGS IBC2015.5 2016.6

TYPE OF ASSEMBLY	WALL RATING (HRS)	DOOR OR SHUTTER RATING (MIN)	DOOR VISION PANEL RATING (MIN)	SIDEWALL / TRANSOM RATING-FIRE PROTECTION GLAZING	FIRE WINDOW RATING (MIN.)	DAMPER RATING	PENETRATION RATING
FIRE WALLS AND FIRE BARRIERS HAVING A REQUIRED FIRE-RESISTIVE RATING GREATER THAN 1 HR.	4	180	D-H-W-240	W-240	W-240	3 a	d
	3	180	D-H-W-180	W-180	W-180	3 a	d
	2	90	≤100 SQ IN = D-H-90	W-120	W-120	1.5 a	d
	1.5	90	>100 SQ IN = D-H-W-90 ≤100 SQ IN = D-H-90	W-90	W-90	1.5 a	d
PARTY WALL ENCLOSURES FOR SHAFTS, INTERIOR EXIT STAIRWAYS AND INTERIOR RAMP	ALL	FIRE WALL	SEE FIRE WALL	SEE FIRE WALL	NOT APPL	SEE FIRE WALL	d
	2	90	≤100 SQ IN = D-H-90	W-120	W-120	1.5 a	d
			>100 SQ IN = D-H-W-90	W-240	NOT APPL		d
HORIZONTAL EXITS IN FIRE WALLS	4	180	≤100 SQ IN = D-H-180	W-240	NOT APPL	3 s	d
	3	180	>100 SQ IN = D-H-W-180 ≤100 SQ IN = D-H-180	W-180	NOT APPL	3 s	d
	1	60	>100 SQ IN = D-H-W-180 ≤100 SQ IN = D-H-60	W-60	W-60	1.5 a	d
		45	>100 SQ IN = D-H-W-60				d
FIRE BARRIERS HAVING A REQUIRED FIRE RESISTIVE RATING OF 1 HOUR ENCLOSURES FOR SHAFTS, EXIT ACCESS STAIRWAYS, EXIT ACCESS RAMP, INTERIOR EXIT STAIRWAYS AND INTERIOR EXIT RAMP AND EXIT PASSAGES	1	45	D-H-45	D-H-45	W-60	1.5 a	d
OTHER FIRE BARRIERS	1	20	D-20	D-H-OH-45	OH-45 OR W-60	1.5 a	d
FIRE PARTITIONS: CORRIDORS	0.5	20	D-20	D-H-OH-20	OH-20 OR W-30	1.5 b	d
EXTERIOR WALLS	3	90	≤100 SQ IN = D-H-90	W-180	OH-90 OR W-180	3	d
	2	90	>100 SQ IN = D-H-W-90 ≤100 SQ IN = D-H-90	W-120	OH-90 OR W-120	1.5	d
	1	45	D-H-45	D-H-45	OH-45 OR W-60	1.5	d
	0.5	30	D-H-30	D-H-30	OH-20 OR W-30	1.5	d
SMOKE BARRIERS	1	20	D-20	D-H-OH-45	OH-45 OR W-60	1.5S c	d

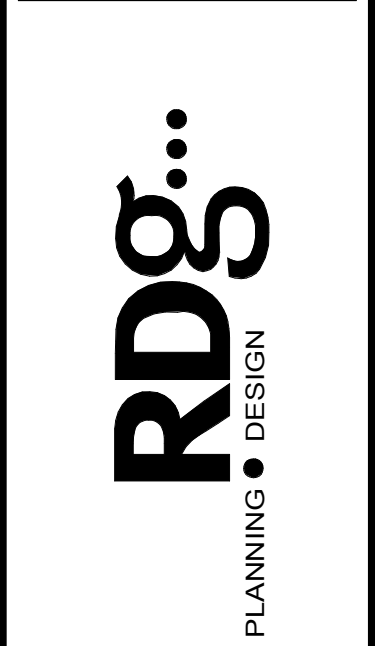


A1 A-LS00 BASEMENT CODE PLAN
1/8" = 1'-0" (A11 A06.01)

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SCHEMATIC DESIGN

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REV	DATE	DESCRIPTION

ISSUED: 05/30/2019
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CODE ANALYSIS AND PLAN

A00.10

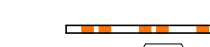

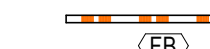






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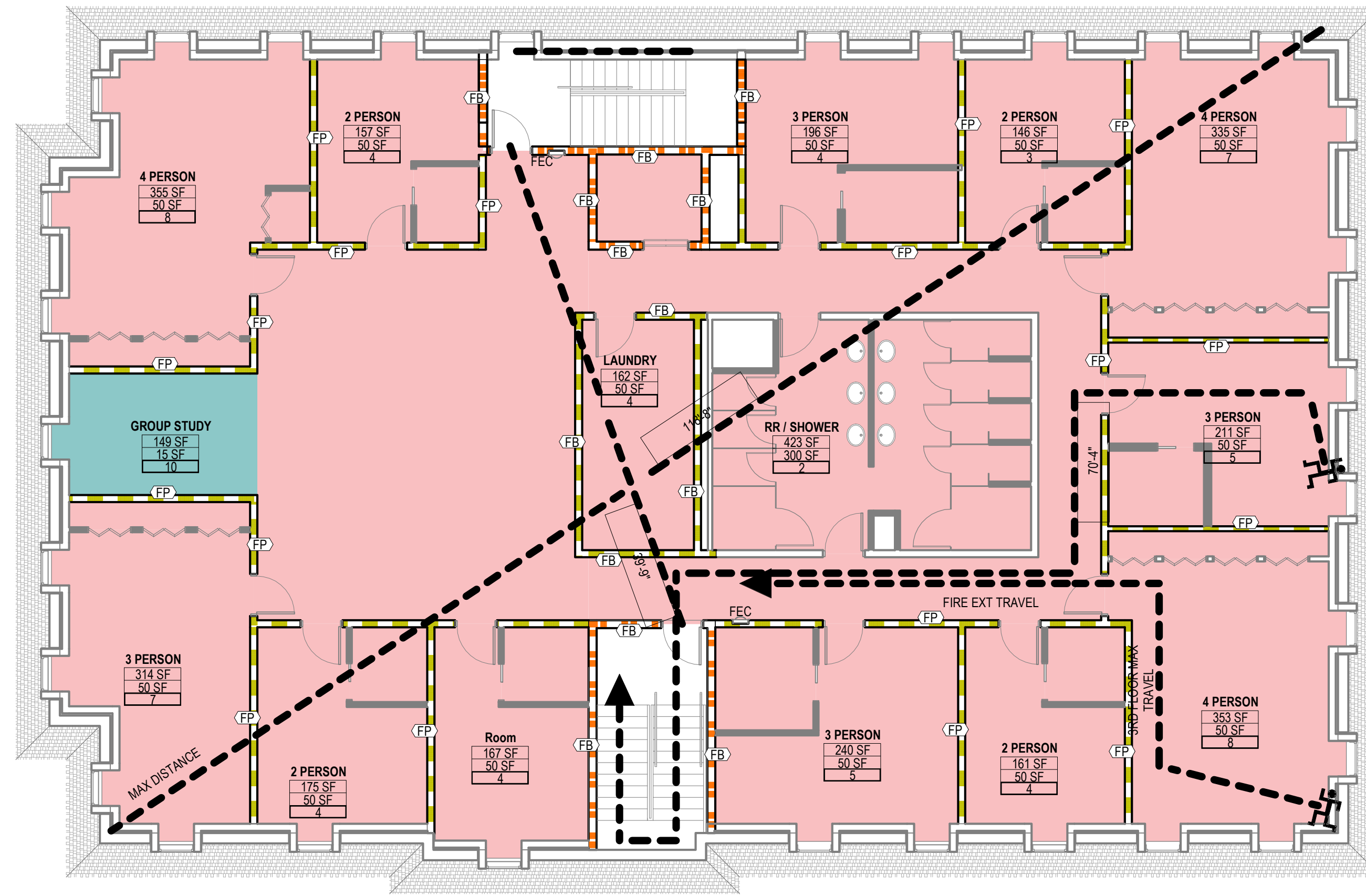
ISU - Kappa Kappa Gamma

GENERAL CODE PLAN NOTES

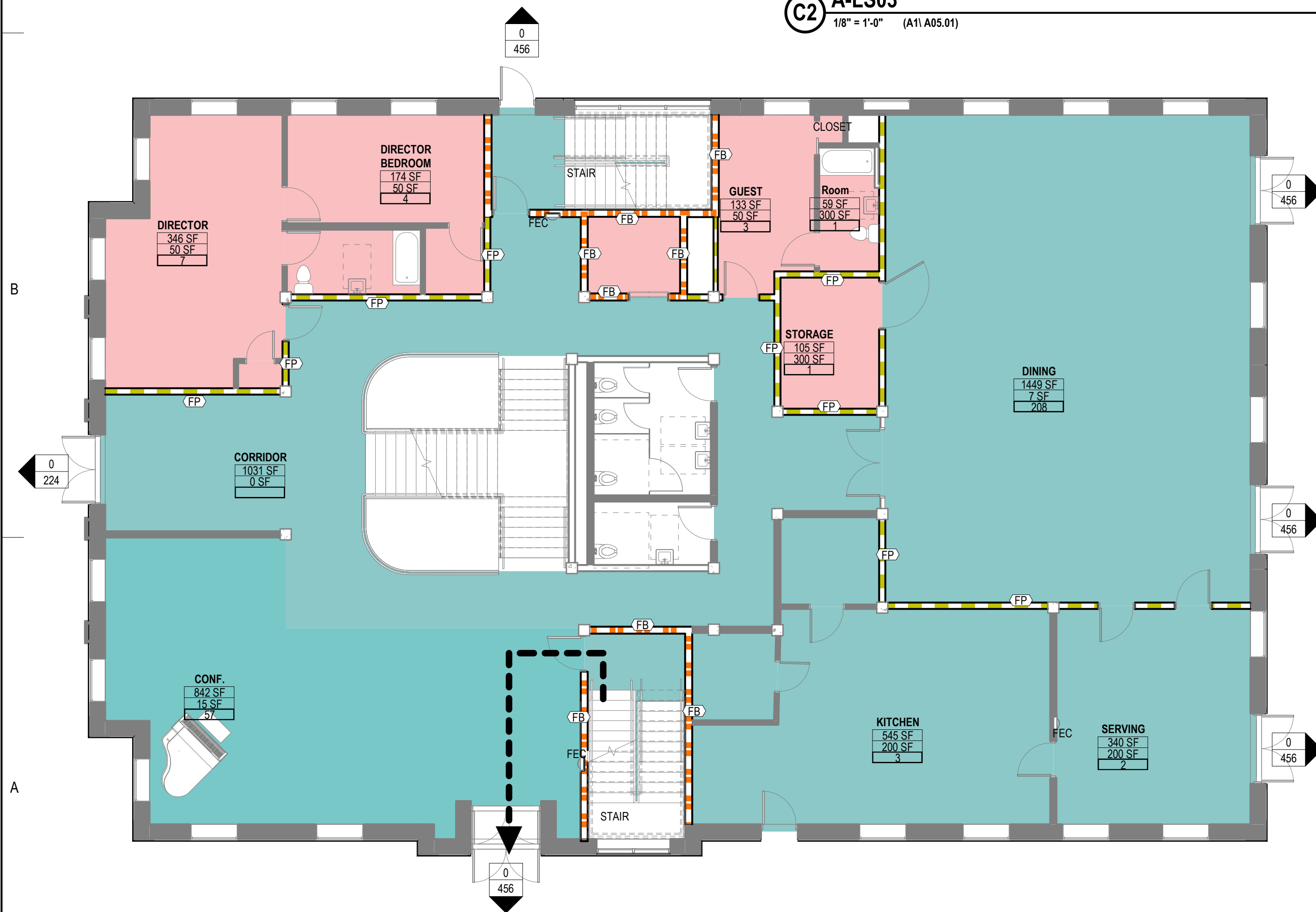
1 PROVIDE MASONRY UNITS MEETING REQUIREMENTS FOR THE DESIGNATED FIRE RESISTANCE RATINGS ON DRAWINGS. GROUTING OF MASONRY MAY BE USED TO MEET REQUIREMENTS.

CODE PLAN KEY

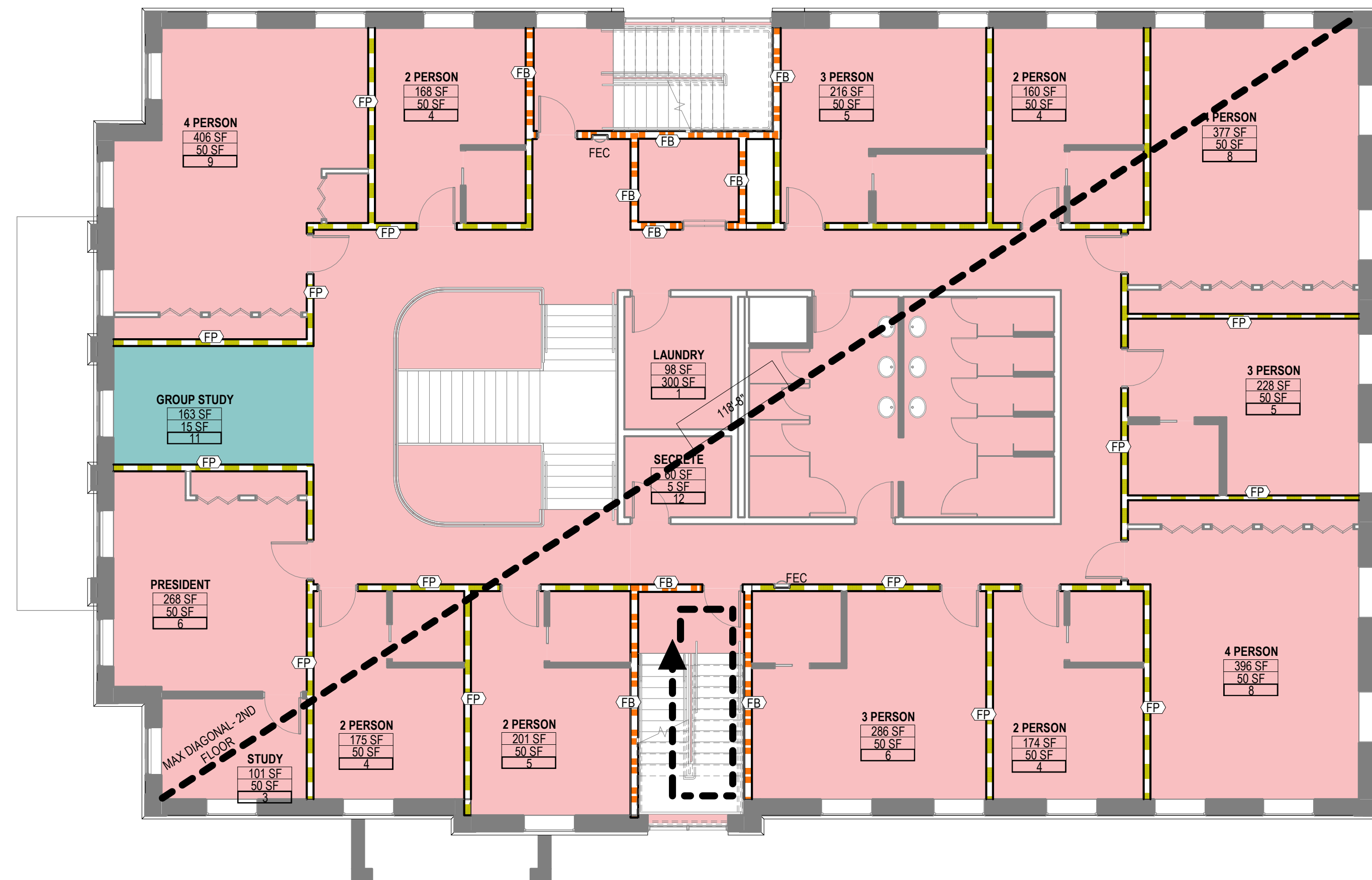
-  **FIRE WALL - 2 HOUR IBC 706**
(USED TO DIVIDE TYPE II INTO SEPARATED BUILDINGS)
RATED FIRE/SMOKE SEALANT AT ALL PENETRATIONS AND TOP OF WALLS. DUCTS WITH RATED SMOKE/FIRE DAMPERS. DOORS RATED 1 1/2 HOUR. WALLS MUST WITHSTAND COLLAPSE OF STRUCTURE ON EITHER SIDE FOR DURATION OF WALL RATING. SEE IBC 706.6.1 FOR SPECIAL CONDITIONS FOR WALL LOCATED AT A STEPPED ROOF HEIGHT LOCATIONS. IT IS DESIGNED FOR FIRE WALL TO EXTEND TO HIGHER WALL.
-  **FIRE BARRIER - 1 HOUR IBC 707**
RATED FIRE/SMOKE SEALANT AT ALL PENETRATIONS AND TOP OF WALLS. 1 HOUR RATED DOORS WITH GASKETS/SEALS AND CLOSERS. DUCTS WITH RATED FIRE DAMPERS. FIRE WINDOWS WITH 3/4 HOUR RATING OR 1 HOUR RATING IF > 25% OF WALL LENGTH.
-  **FIRE BARRIER - 2 HOUR IBC 707**
RATED FIRE/SMOKE SEALANT AT ALL PENETRATIONS AND TOP OF WALLS. 1 HOUR RATED DOORS WITH GASKETS/SEALS AND CLOSERS. DUCTS WITH RATED FIRE DAMPERS. FIRE WINDOWS WITH 3/4 HOUR RATING OR 1 HOUR RATING IF > 25% OF WALL LENGTH.
-  **SMOKE PARTITION - INCIDENTAL USE SEPARATION - IBC 711**
RATED SMOKE SEALANT AT ALL PENETRATIONS AND TOP OF WALLS. DUCTS WITH SMOKE DAMPERS. WALL SHALL EXTEND TO STRUCTURE ABOVE AND BELOW. 20 MIN SMOKE DOORS.
-  **TRAVEL DISTANCE**
ACTUAL OCCUPANT LOAD, A DOT INDICATES THE DOOR HAS A PANIC DEVICE
EXIT CAPACITY (OCCUPANTS)
-  **EXIT ACCESS COMPONENT**
ACTUAL OCCUPANT LOAD, A DOT INDICATES THE DOOR HAS A PANIC DEVICE
EXIT CAPACITY (OCCUPANTS)
- AREA**
FLOOR AREA
OCCUPANCY LOAD FACTOR
OCCUPANCY LOAD
- AREA REQUIRING HORIZONTAL RATING**
HATCH DENOTES AREAS REQUIRING SPECIAL RATINGS FOR FLOORS AND/OR CEILINGS NOT COVERED ON THE CODE ANALYSIS SHEETS
-  1 HR RATING
-  2 HR RATING
-  3 HR RATING



C2 A-LS03
1/8" = 1'-0" (A11 A05.01)



A1 CODE PLAN LEVEL 1
1/8" = 1'-0" (A11 A05.01)



A4 CODE PLAN LEVEL 2
1/8" = 1'-0" (A11 A05.01)

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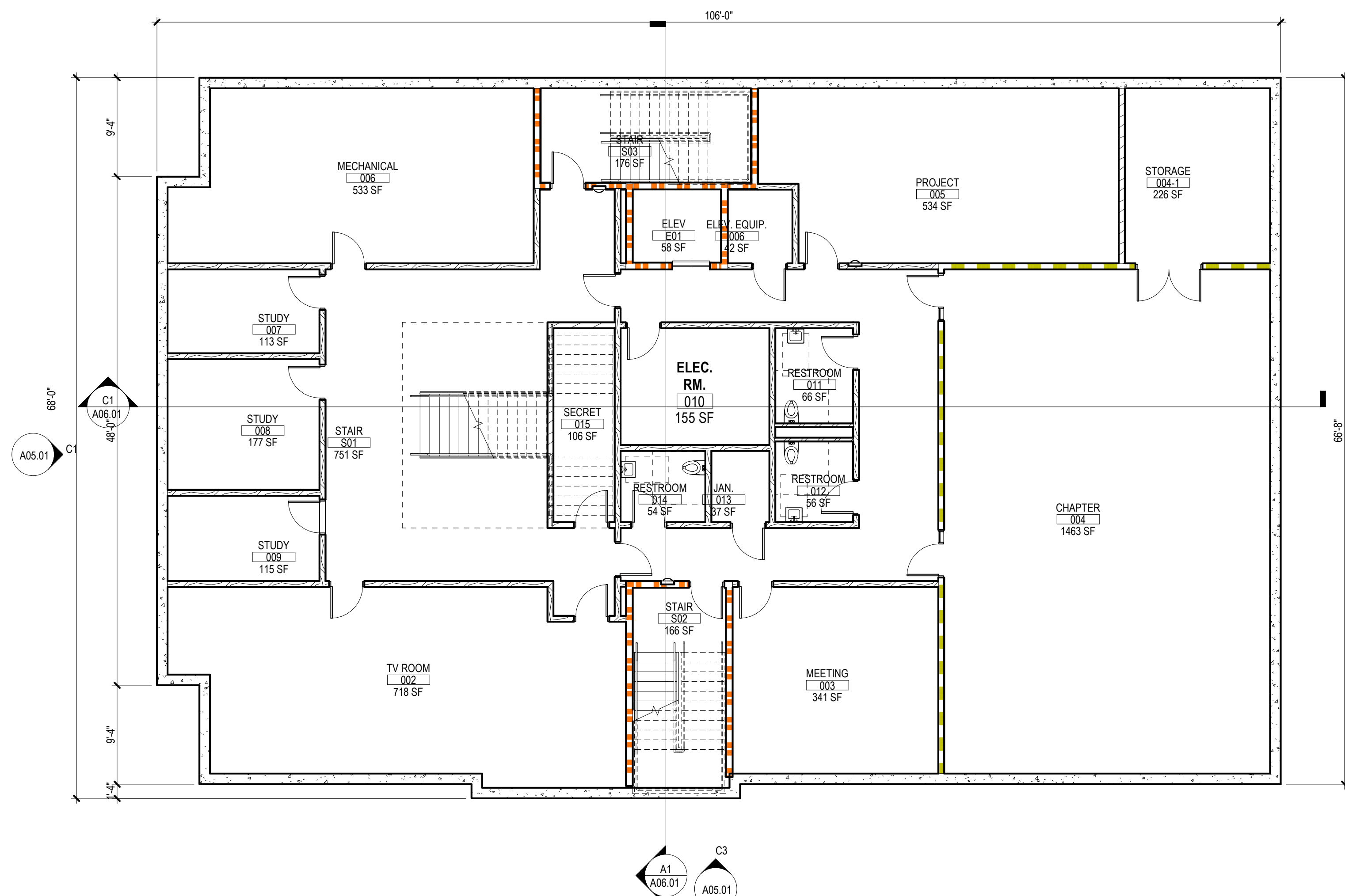
CODE PLAN

A00.11

ARCHITECTURAL GENERAL NOTES

KEYED FLOOR PLAN NOTES

1. GENERAL
 - 1.1 CONTRACTOR SHALL VERIFY CONDITIONS AND DIMENSIONS PRIOR TO MATERIAL FABRICATION AND CONSTRUCTION.
 - 1.2 WHEN DRAWINGS AND SPECIFICATIONS ARE NOT IN AGREEMENT, THE BIDDER SHALL REQUEST WRITTEN CLARIFICATION PRIOR TO BIDDING AND CONSTRUCTION. IF NOT CLARIFIED PRIOR TO BIDDING, THE FOLLOWING PRECEDENCE SHALL BE USED TO DETERMINE SCOPE OF THE BID: SIZE/QUANTITY CONTROLLED BY DRAWINGS, MATERIAL QUALITY CONTROLLED BY SPECIFICATION. FINAL INTERPRETATION MUST BE ISSUED BY THE ARCHITECT/ENGINEER PRIOR TO MATERIAL FABRICATION OR CONSTRUCTION.
2. FLOORS
 - 2.1 PLACE VAPOR RETARDERS DIRECTLY BELOW ALL CONCRETE INTERIOR SLABS-ON-GRADE UNLESS A WATERPROOFING MEMBRANE IS INDICATED.
 - 2.2 SEE DRAWING A11.01 FOR TYPICAL FLOOR TRANSITION CONDITIONS.
 - 2.3 ALL SIDEWALKS AND STOOPS SHALL SLOPE 1/4" FOOT MINIMUM AWAY FROM BUILDING.
 - 2.4 PROVIDE RAISED CONCRETE EQUIPMENT PADS FOR MECHANICAL AND ELECTRICAL EQUIPMENT. COORDINATE EXACT PAD SIZE AND LOCATION BASED ON EQUIPMENT PROVIDED. PADS SHALL EXTEND 4" MINIMUM BEYOND EACH SIDE OF THE EQUIPMENT BASE OR AS OTHERWISE INDICATED. SEE A0 DRAWINGS FOR EQUIPMENT PADS REQUIRED FOR THE POOL AND SPA.
 - 2.5 SLOPE CONCRETE FLOOR SLABS TO DRAINS. DRAINS SHALL BE SET 1/2" BELOW TYPICAL ROOM FLOOR FINISH ELEVATION WITH FLOORS UNIFORMLY SLOPING TO DRAIN UNLESS NOTED OTHERWISE. SET DRAINS FLUSH WITH FLOOR FINISH.
3. WALLS/PARTITIONS
 - 3.1 IF USED, WALL TYPES ARE SHOWN ON SHEET A1.00. SEE SHEET FOR ADDITIONAL WALL GENERAL NOTES.
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 - 3.3 ALL PARTITIONS ARE FULL HEIGHT UNLESS INDICATED OTHERWISE ON CEILING PLANS OR STRUCTURAL PLANS. SEE SHEET A13.01 FOR TOP OF PARTITION DETAILS.
4. DETAILS
 - 4.1 ALL VISUAL DISPLAY BOARDS (CHBD, MKRB, TKBD) ARE 4' HIGH WITH TOP AT +7'-0" AFF UNLESS NOTED OTHERWISE. CONFIRM VIA SHOP DRAWINGS.
 - 4.2 EXTERIOR LOUVERS ARE BY THE GC. SIZES IF NOT SHOWN ON ARCHITECTURAL SHALL BE SHOWN ON THE MECHANICAL DRAWINGS.



1 BASEMENT FLOOR PLAN
1/8" = 1'-0" (A1/A06.01)

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FLOOR PLAN BASEMENT

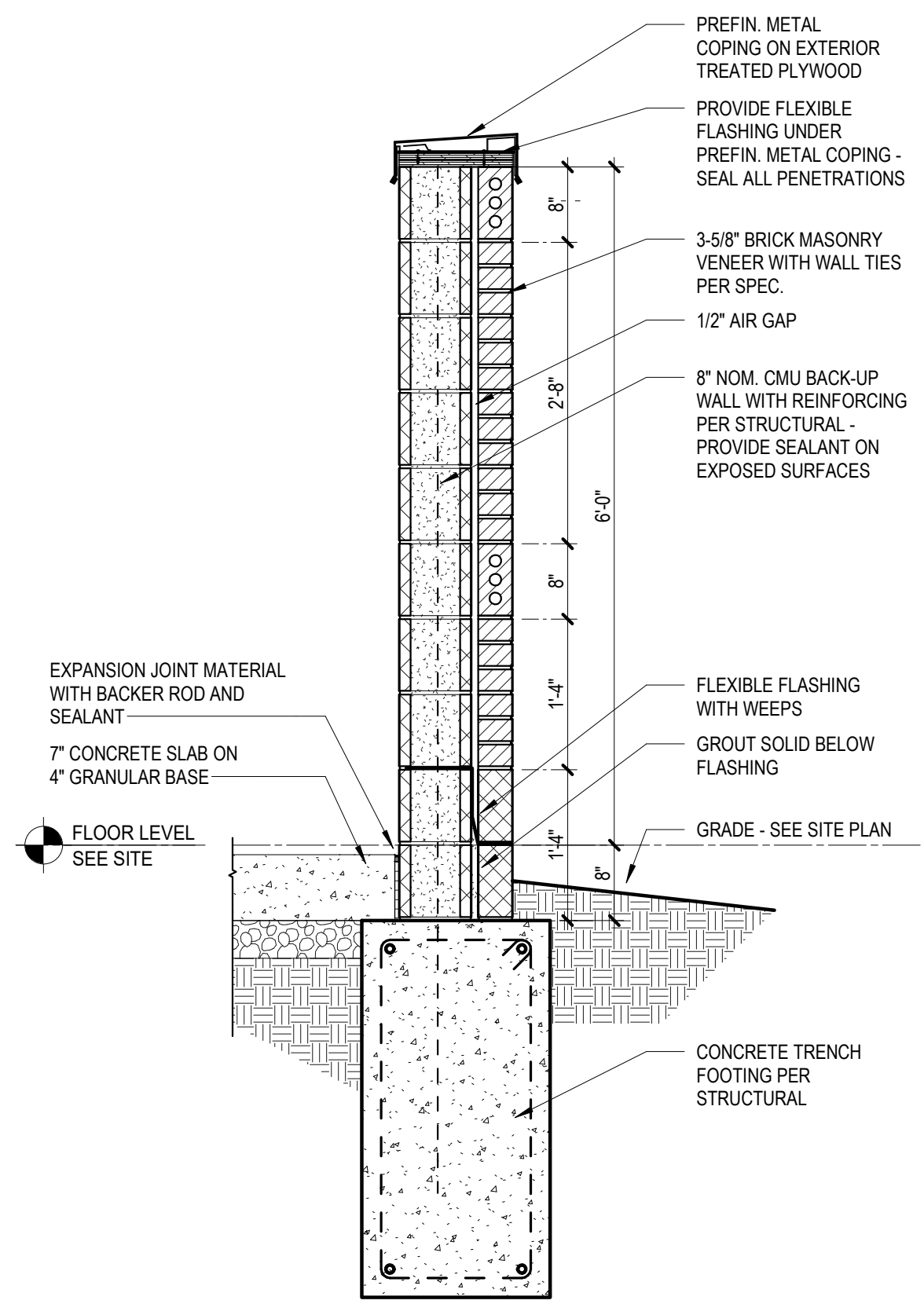
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ARCHITECTURAL GENERAL NOTES

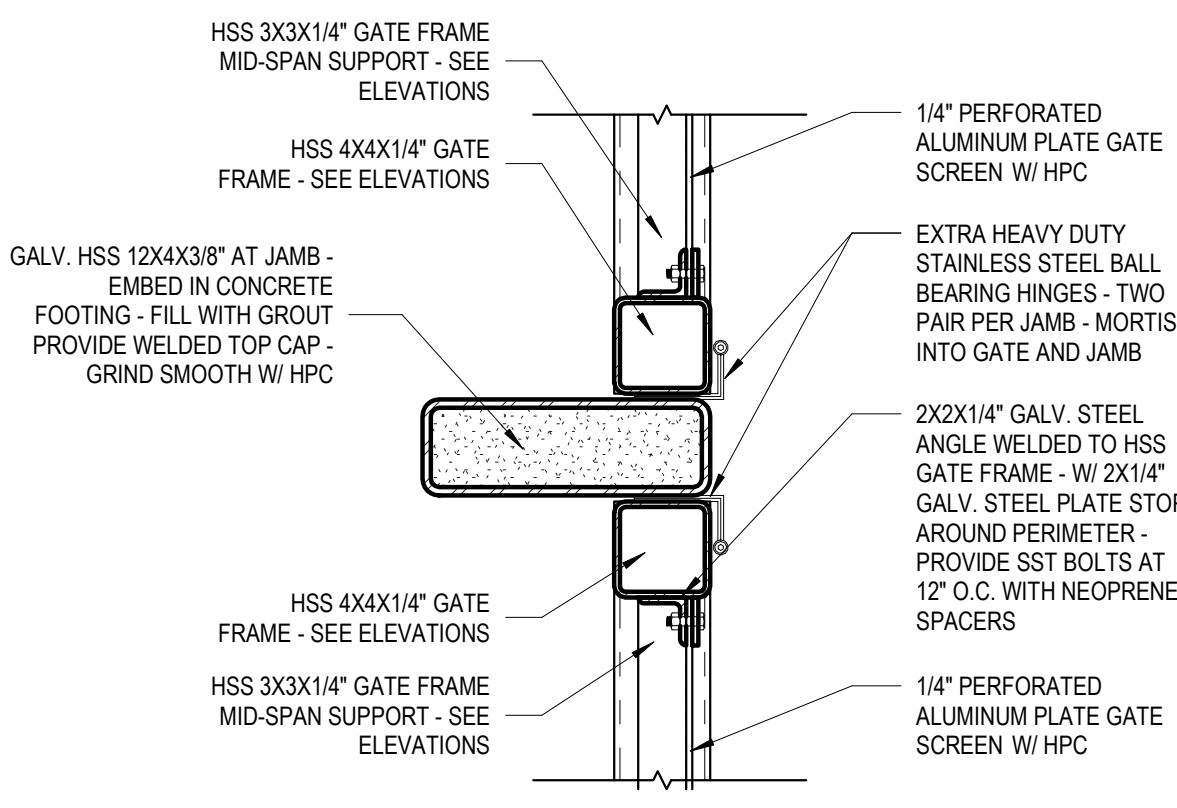
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KEYED FLOOR PLAN NOTES

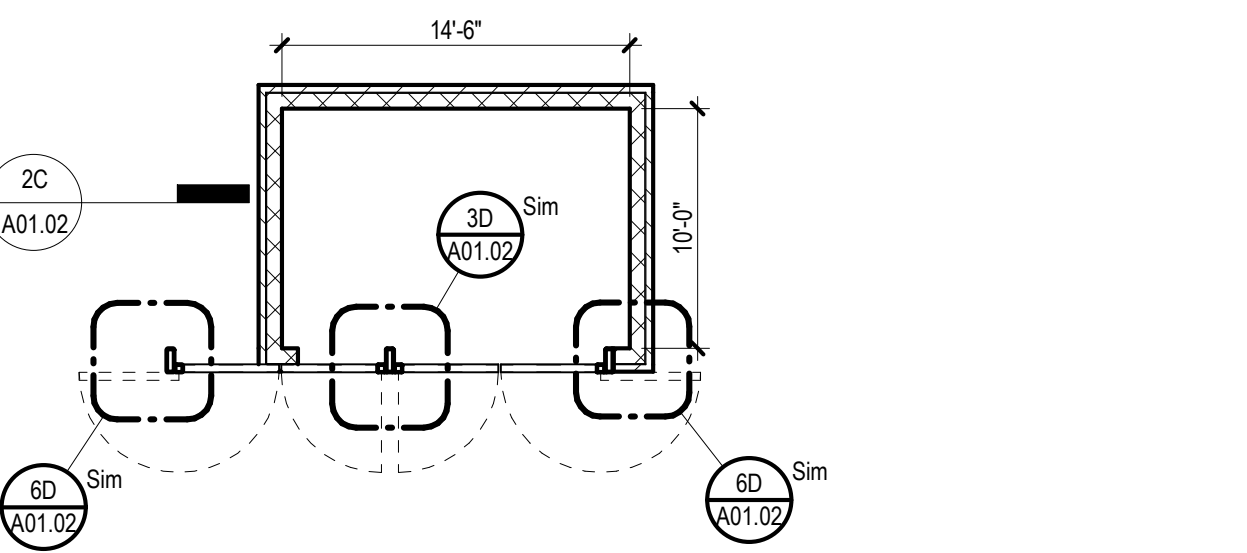
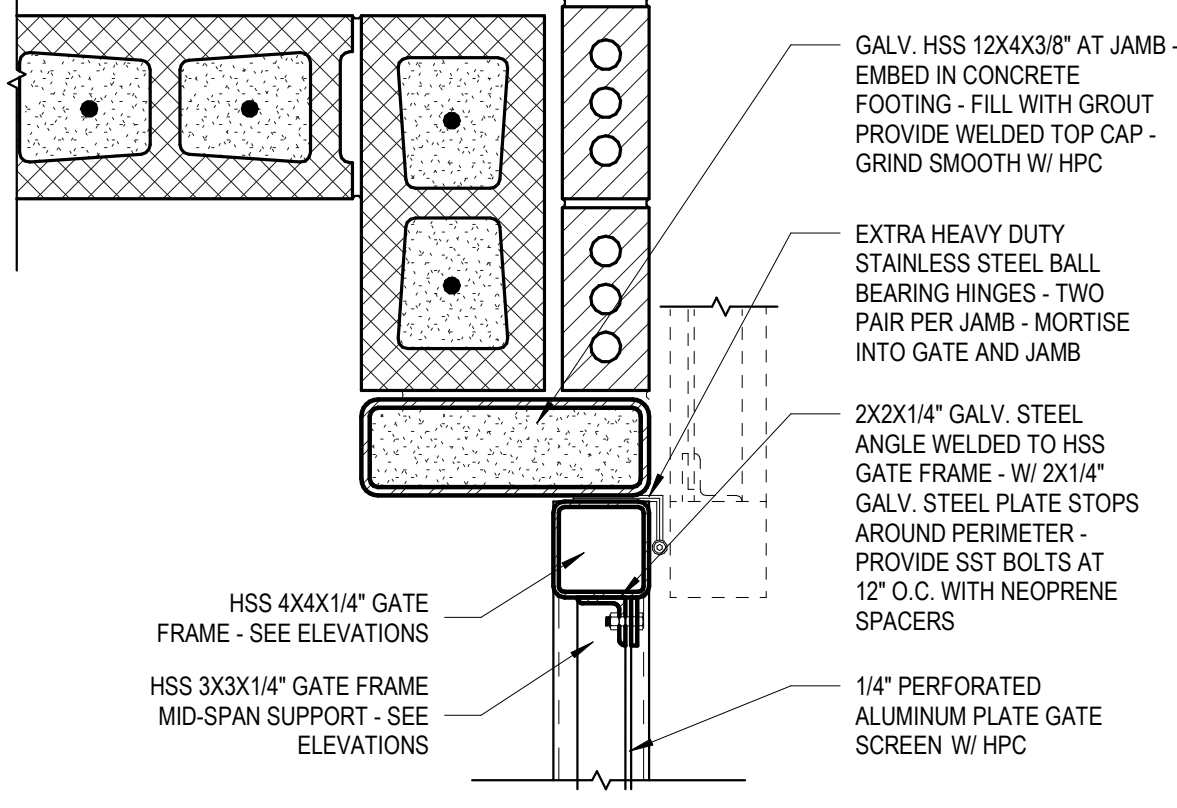


2C WALL SECTION - DUMPSTER ENCLOSURE - IL
3/4" = 1'-0" (2A) A01.02

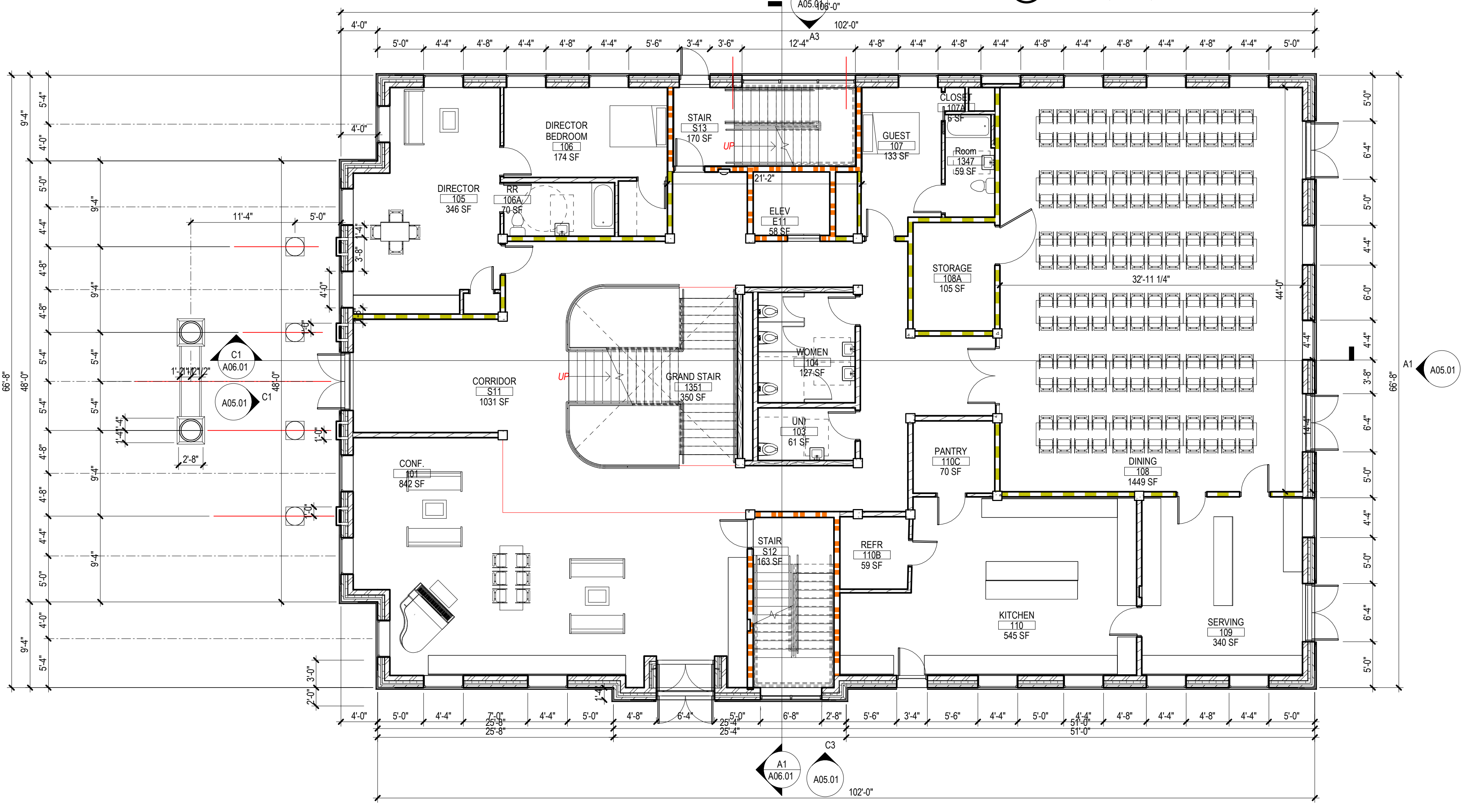
3D PLAN - ENCLOSURE GATE JAMB DETAIL - MID
1 1/2" = 1'-0" (2A) A01.02



6D PLAN - ENCLOSURE GATE JAMB DETAIL
1 1/2" = 1'-0" (2A) A01.02



2A TRASH ENCLOSURE PLAN
1/8" = 1'-0" (A1) A05.01



3A FLOOR PLAN - LEVEL 1
1/8" = 1'-0" (A1) A05.01

NEW SORORITY HOUSE

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KEY PLAN

REV	DATE	DESCRIPTION

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FLOOR PLAN LEVEL 1

A01.02

5/30/2019 10:38:40 AM

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 - 2.2 SEE DRAWING A11.01 FOR TYPICAL FLOOR TRANSITION CONDITIONS.
 - 2.3 ALL SIDEWALKS AND STOOPS SHALL SLOPE 1/2" FOOT MINIMUM AWAY FROM BUILDING.
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KEYED FLOOR PLAN NOTES



1 FLOOR PLAN - LEVEL 3
1/8" = 1'-0" (A1) A05.01

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NEW SORORITY HOUSE

FLOOR PLAN LEVEL 3

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FLOOR PLAN LEVEL 3

A01.04

KEYED ROOF PLAN NOTES

ROOFING GENERAL NOTES:

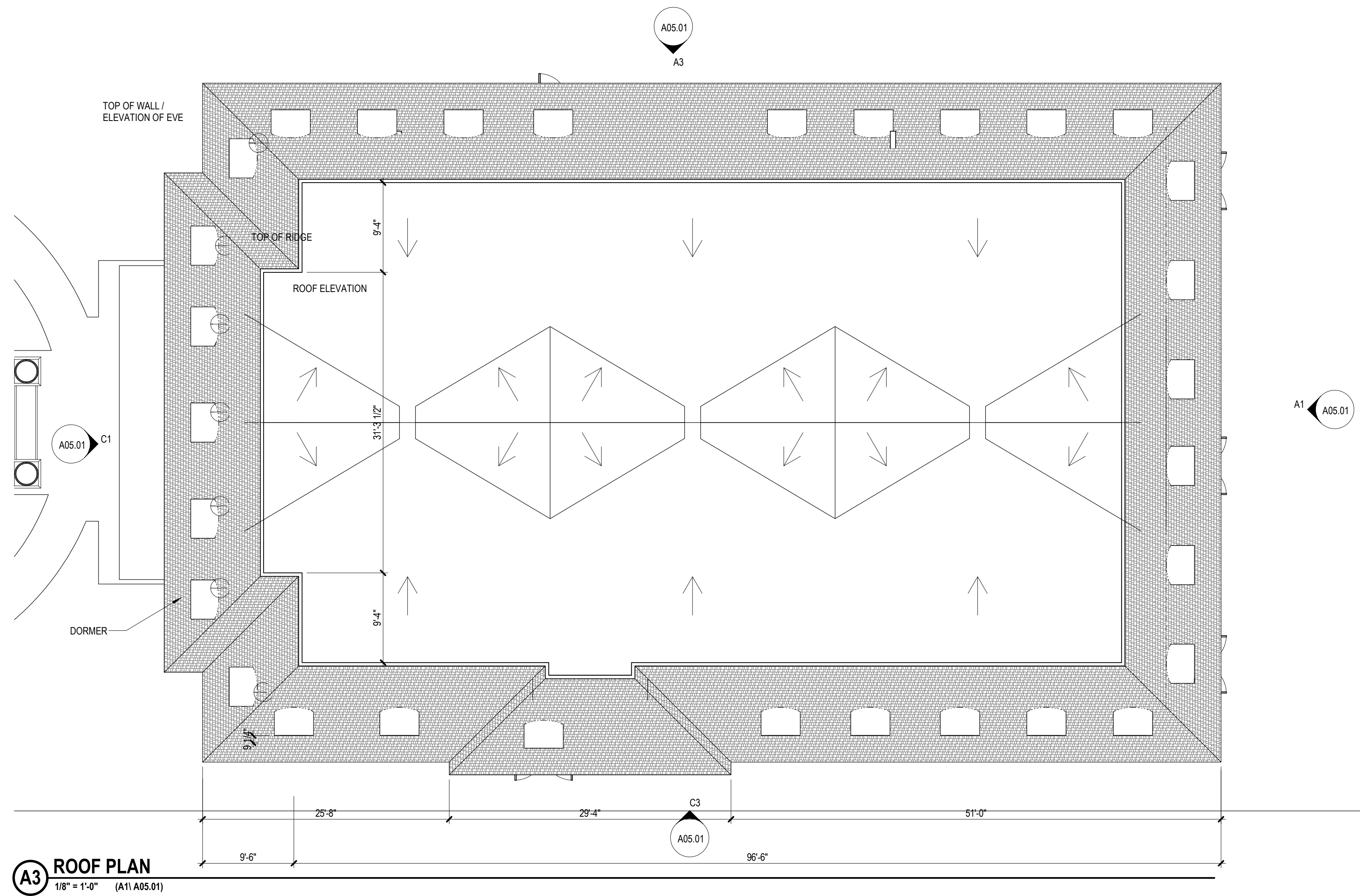
1. ALL ROOFS ARE SLOPED STRUCTURE = 1/4" PER FOOT, EXCEPT CANOPIES.
2. ALL ROOFING IS ADHERED THERMOPLASTIC MEMBRANE.
3. ALL ACOUSTICAL DECKS SHALL RECEIVE ACOUSTICAL BATTS IN FLUTES W/ 5/8" GYPSUM BOARD UNDERLAYMENT BELOW RIGID INSULATION. ALL OTHER DECKS SHALL NOT HAVE UNDERLAYMENT.
4. ALL MEMBRANE ROOFS EXCEPT CANOPIES SHALL RECEIVE 2 LAYERS, STAGGERED RIGID INSULATION W/ TOTAL R VALUE =24.
5. PROVIDE TAPERED INSULATION, 2" MIN. THICKNESS, WHERE SHOWN AT CANOPIES WITH MEMBRANE ROOFING.
6. PROVIDE 1/2" PER FOOT TAPERED INSULATION ADHERED OVER R24 RIGID INSULATION AT CRICKETS.
7. FLASH ALL ROOF PENETRATIONS, PIPE PENETRATIONS ARE NOT SHOWN, SEE MECHANICAL AND ELECTRICAL DRAWINGS. STANDARD PENETRATION DETAILS SHOWN A04.01.
8. WHERE POSSIBLE, AVOID CONSTRUCTION TRAFFIC OVER MEMBRANE ROOFING. ANY MASONRY, METAL SIDING, CURTAIN WALL AND ALL LADDERS AND SCAFFOLDING SHALL REQUIRE USE OF ROOF TEMPORARY PROTECTIVE COVER BOARD BY TRADE PERFORMING WORK. IMMEDIATELY REPORT ANY DAMAGE TO MEMBRANE TO THE CONSTRUCTION MANAGER OR ROOFING CONTRACTOR.
9. ALL OVERFLOW SCUPPERS SHALL BE LOCATED WITH BOTTOM AT 2" ABOVE THE ADJACENT ROOFING MEMBRANE LEVEL. SEE DETAIL A5A09.01.

KEYED NOTES:

- 1 5/8" UNDERLAYMENT OVER ACOUSTICAL DECK. ROOF FASTENERS NOT PERMITTED THROUGH DECK VALLEYS.
- 2
- 3

ROOF PLAN ABBREVIATIONS:

- DS = DOWNSPOUT
- RD = ROOF DRAIN
- OFD = OVERFLOW DRAIN
- OFS = OVERFLOW SCUPPER
- WRD = WALL RECESSED ROOF DRAIN



A3 ROOF PLAN
1/8" = 1'-0" (A1/A05.01)

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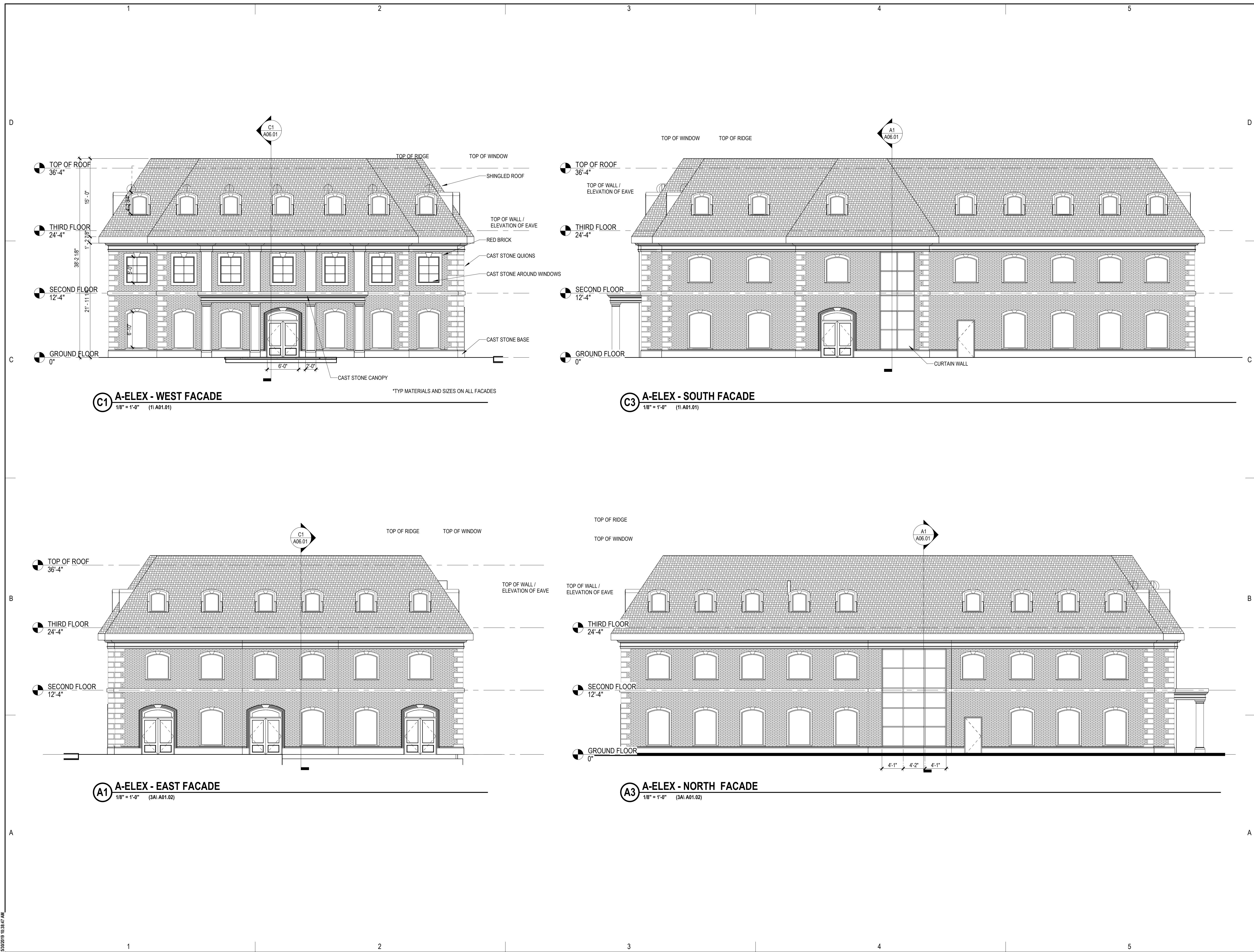
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ROOF PLAN

A04.01

5/30/2019 10:38:44 AM



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EXTERIOR ELEVATIONS

A05.01



5/30/2019 10:38:47 AM

COUNCIL ACTION FORM

SUBJECT: ZONING TEXT AMENDMENT RELATING TO STACKED PARKING FOR ONE AND TWO FAMILY DWELLINGS

BACKGROUND:

On November 12, 2019 the City Council adopted ordinances regulating Guest Lodging. Guest Lodging is a type of use within a Single Family or Two Family dwelling. Guest Lodging standards include requirements for off-street parking spaces. Availability of off-street parking on a property may directly impact the permitted occupancy of the Guest Lodging use. During the review of Rental Code standards and Guest Lodging over the past year, a discrepancy in parking standards became evident for stacked parking (tandem parking of one car in front of the other) for a single-family home. **The proposed text amendment is intended to clarify that stacked parking for a single-family owner occupied homes and rental property is also acceptable for Guest Lodging within a dwelling. This proposed change does not create new options to expand front yard parking or to receive an exception to front yard parking limitations of the Zoning Ordinance. This issue is most relevant to older homes that have only a single-car wide driveway or single-car garage.**

Parking requirements are a combination of a minimum number of spaces required for a use as well as locational requirements that are summarized below:

- A single-family dwelling requires two parking spaces, covered or uncovered.
- Front yard parking is prohibited, except upon a driveway that leads to parking in a garage or parking behind the front façade of a house.
- Parking spaces are required to be individually accessible to count as required parking, *with an exception that for single-family homes stacked parking is allowed in some cases for “owner occupied” homes.*
- The Rental Code allows for stacked parking for both single-family and two-family homes.
- Although Guest Lodging can occur in a single-family dwelling, it is not a single-family residential use that meets the current zoning standard for allowing stacked parking.

The proposed change not only allows for Guest Lodging to take advantage of stacked parking, it will resolve the following Rental Code discrepancies with the Zoning Ordinance.

- Chapter 13 (Rental Code) applies the exception to both single family and two family dwellings; Chapter 29 (Zoning Ordinance) applies it to only single family.
- Chapter 13 applies the exception to residential “rental” properties; Chapter 29 applies it to “owner occupied”.

Chapter 13 off-street parking requirements were updated in 2018 by the City Council with the intent of aligning with the Zoning Ordinance, but the issue of the Zoning Ordinance language for stacked parking was not addressed. Stacked parking was clearly understood to be acceptable at the time of the Chapter 13 updates due the lengthy discussions on parking requirements related to occupancy levels. Staff believes the proposed amendment is consistent with the prior discussions for rental properties and for Guest Lodging.

PLANNING AND ZONING COMMISSION RECOMMENDATION:

The Planning and Zoning Commission reviewed the requested amendment at its November 20, 2019 meeting. The Commission voted 5-0 to recommend approval of the text amendment to the City Council, as proposed by staff.

ALTERNATIVES:

1. The City Council can approve on first reading the proposed Zoning Ordinance Amendment regarding stacked driveway parking for both single-family and two-family dwellings.
2. The City Council can approve alternative language for the proposed Zoning Ordinance Amendment that allows stacked parking only for single-family dwellings.
3. The City Council can request additional information and defer making a recommendation.

CITY MANAGER'S RECOMMENDED ACTION:

The proposed change will expand opportunities for stacked parking compared to existing regulations related only to single-family owner occupied homes. **With the proposed change, it would allow for stacking of vehicles in tandem on single-car width driveways with no limit on the number of spaces on the driveway to meet required parking.** This allows older homes with long driveways to more readily meet the parking requirement than to limit the number of stacked spaces to two as currently written. It also allows for stacked parking across the full width of a driveway, such as with the configuration of a three-car garage.

The proposed amendment clarifies how to apply the stacked parking for one and two family dwellings regulations. This change will ease requirements for establishing a Guest Lodging use by having the same requirements for single-family dwellings and two-family dwellings.

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

ATTACHMENT A
Proposed Text Amendments

Staff has prepared the following text amendments to address this issue.

Sec. 29.406. OFF-STREET PARKING.

(7) Locating Parking Spaces in Front Yard.

(a) Surface Parking Lot Striping and Landscape Plan *(Note-this is a typographical error correction)*

(8) Stacked Parking. Stacked or valet parking is allowed by Special Use Permit if an attendant is present to move vehicles. If stacked parking is to be used for required parking spaces, a covenant must be filed on the City land records obligating the property owner to have an attendant available at all times that the lot is in operation. ~~The requirements for minimum spaces and all parking area development standards continue to apply for stacked parking.~~

a. Exception. Stacked parking ~~of two parking spaces~~ is permitted ~~as of-~~by right for single-family and two-family dwellings. ~~owner occupied land use.~~

b. The requirements for minimum spaces and all parking area development standards continue to apply for stacked parking.

ORDINANCE NO.

AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY AMENDING SECTION 29.406, FOR THE PURPOSE OF CORRECTING A TYPOGRAPHICAL ERROR AND FOR ALLOWING STACKED PARKING FOR GUEST LODGING SINGLE FAMILY AND TWO-FAMILY USES; REPEALING ANY AND ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT TO THE EXTENT OF SUCH CONFLICT; PROVIDING A PENALTY; AND ESTABLISHING AN EFFECTIVE DATE.

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

Section One. The Municipal Code of the City of Ames, Iowa shall be and the same is hereby amended by amending Section 29.406 as follows:

“Sec. 29.406. OFF-STREET PARKING.

(7) Locating Parking Spaces in Front Yard.

(a) Surface Parking Lot Striping and Landscape Plan

(8) **Stacked Parking.** Stacked or valet parking is allowed by Special Use Permit if an attendant is present to move vehicles. If stacked parking is to be used for required parking spaces, a covenant must be filed on the City land records obligating the property owner to have an attendant available at all times that the lot is in operation. ~~The requirements for minimum spaces and all parking area development standards continue to apply for stacked parking.~~

(a) Exception. Stacked parking of ~~two parking spaces~~ is permitted as of by right for single-family and two-family dwellings. ~~owner occupied land use.~~

(b) The requirements for minimum spaces and all parking area development standards continue to apply for stacked parking.”

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

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

Section Four. This ordinance shall be in full force and effect from and after its passage and publication as required by law.

Passed this _____ day of _____, _____.

Diane R. Voss, City Clerk

John A. Haila, Mayor

COUNCIL ACTION FORM

SUBJECT: REZONE OF A PARCEL AT 808 E. LINCOLN WAY FROM “A” (AGRICULTURAL) AND “HOC” (HIGHWAY-ORIENTED COMMERCIAL) TO “GI” (GENERAL INDUSTRIAL) ZONING DISTRICT

BACKGROUND:

Dennis Tiernan of DHN Investments, LLC has submitted a request to rezone a portion of “Parcel BJ” located at 808 E. Lincoln Way. The site was initially developed in 1997 with a 14,470 square foot warehouse and two sheds. The site addressed as 808 E Lincoln Way has been in continuous use for storage warehousing and outdoor equipment storage since its development.

“Parcel BJ” is the result of a recent Plat of Survey boundary line adjustment of four parcels addressed as 728, 728 rear, 734 (former alley) and 808 E. Lincoln Way. The action consolidated the four parcels into two parcels to remedy property line and access constraints between the properties that are under the same ownership. (Location map- *Attachment A.*)

The resulting Parcel “BJ” (addressed as 808 E. Lincoln Way) includes 2.98 acres of lot area and has three different zoning classifications: “A” (Agricultural), “HOC” (Highway-Oriented Commercial) and “GI” (General Industrial). The majority of the property is currently zoned HOC, with the eastern 80 feet zoned “GI” (General Industrial) totaling approximately 0.54 acres. The “A” zoned area is the smallest area in the southeast corner of the site. (Existing Zoning- *Attachment D*)

Given the parcel’s varied zoning, Mr. Tiernan has submitted a request to rezone 2.44 acres of “Parcel BJ” from “A” (Agricultural) and “HOC” (Highway-Oriented Commercial) to “GI” (General Industrial), so that the entire parcel will have the same zoning designation that supports the current primary use of the property. A rezoning plat is included as *Attachment B*, which illustrates the extent of the current and proposed zoning.

Although split zoning of a parcel is permissible, it complicates a property owner’s ability to conform to development requirements. If the zoning of the parcel were to remain unchanged, the use of the parcel would be limited per the Zoning Ordinance standards by the most restrictive zoning, which is “A” (Agricultural).

Based upon a review of former zoning maps, the parcel had a zoning of “GI” (General Industrial) at the time of its initial development. Please see the excerpt from the 1998 zoning map, included as *Attachment C*. At the time of the citywide rezoning in 2000, the property was assigned split zoning with “HOC” (Highway-Oriented Commercial) and “GI” (General Industrial). However, there is no precise record of boundary delineations

that accompanied the citywide remapping of zoning districts in 2000 to discern the rationale of rezoning part of this site to “HOC”.

The property has a Highway Commercial land use designation within the Land Use Policy Plan (*Attachment E*). Areas to the north are designated General Industrial and areas to the south and east are designated Agricultural/Farmstead. The 2018 Lincoln Way Corridor Plan did not include this area as a Focus Area, but included discussion of this part of the corridor as an employment and light industrial area for future planning evaluation. The Corridor Plan can be viewed as advisory to proposed rezoning requests per its approval by the City Council in 2018, but it did not necessarily direct specific changes for this area.

Although the LUPP Future Land Use Map designation would support “HOC” (Highway-Oriented Commercial) zoning for the entire site, the applicant requests that the subject property be rezoned to “GI” (General Industrial) because the current principal use is allowed within GI. The GI zone is intended to apply to “those areas where there is a need to provide a desirable industrial environment and to promote economic viability of a type generally not appropriate for or compatible with retail sales areas.” The rezoning is consistent with the way the property has been utilized since its development. A zoning designation of “GI” (General Industrial) would allow the existing uses to be conforming. If the site were to maintain its current split zoning or to be rezoned to HOC for the whole site, the current use could continue as a nonconforming use.

The rezoning area lies within the Special Flood Hazard Area shown on the FIRM Panel 19169C0163F, effective 10/16/2014. Rezoning of the properties does not change the floodplain overlay zoning designations. The requested rezoning does not relieve the subject properties from these flood plain zoning requirements.

Planning and Zoning Commission. The Planning and Zoning Commission reviewed the request on November 20, 2019 and voted 5-0 to recommend that the City Council approve the request to rezone 2.44 acres of the property at 808 E. Lincoln Way from “A” (Agricultural) and “HOC” (Highway-Oriented Commercial) to “GI” (General Industrial).

ALTERNATIVES:

1. The City Council can approve on first reading the request to rezone 2.44 acres at 808 E. Lincoln Way from “A” (Agricultural) and “HOC” (Highway-Oriented Commercial) to “GI” (General Industrial).
2. The City Council can approve on first reading the rezoning of only the 6,000 square feet “A” (Agricultural) portion of the property at 808 E. Lincoln Way from “A” (Agricultural) to “HOC” (Highway-Oriented Commercial) to align with the predominant zoning of the parcel and leave the existing zoning of the remainder of the parcel unchanged as “GI”.
3. The City Council can delay action on the rezoning of 2.44 acres of the property at 808 E. Lincoln Way from “A” (Agricultural) and “HOC” (Highway-Oriented Commercial) to “GI” (General Industrial) and initiate a Minor Land Use Policy Plan

amendment to consider designating the site as General Industrial prior to considering the rezoning request.

4. The City Council can defer action on this request and refer it back to City staff and/or the applicant for additional information.

CITY MANAGER’S RECOMMENDED ACTION:

The request for rezoning of 2.44 acres of “Parcel BJ” from “A” (Agricultural) and “HOC” (Highway-Oriented Commercial) to “GI” (General Industrial) is consistent with the land use discussion of the Lincoln Way Corridor Plan, which identifies this area as “East Side Employment District” comprised of light industrial uses. This particular site is not in a primary retail area and was originally developed with an industrial use. The property is essentially the transition to more industrial focused uses to the east from the mix of service and industrial use that exist to the west. There is no loss of viable commercial land with the rezoning as the use of the site is already industrial and intended to be maintained as an industrial use by the owner regardless of the zoning change.

Rezoning of the site is desirable to create clarity for the property owner. Staff recommends that some form of rezoning occurs to benefit the property owner, rather than maintain three distinct zoning districts on the property. Although the proposed zone change to GI does not precisely match the LUPP land use designation of the Future Land Use Map, the City Council could approve the rezoning to GI in this instance due to nature of the site and its current use and general conformance with the intent for development and uses in the area.

Therefore, it is the recommendation of the City Manager that the City Council act in accordance with Alternative #1, approving on first reading the rezoning of 2.44 acres of “Parcel BJ” located at 808 E. Lincoln Way from “A” (Agricultural) and “HOC” (Highway-Oriented Commercial) to “GI” (General Industrial).

In the event that City Council determines that precise conformity to the Future Land Use Map is necessary, staff would support proceeding with a Minor LUPP Amendment prior to the rezoning of the site to GI, Alternative #3.

ADDENDUM

Subject Property and Existing Zoning. A recent Plat of Survey boundary line adjustment action consolidated the parcels addressed as 728, 728 rear, 734 (former alley) and 808 E. Lincoln Way into two parcels, “Parcel BK” and Parcel BJ”.

The rezoning request is only for “Parcel BJ”.

“Parcel BJ” includes 129,822.85 square feet or 2.98 acres of lot area and has three different zoning classifications: “A” (Agricultural), “HOC” (Highway-Oriented Commercial) and “GI” (General Industrial). The portion of the parcel currently having the “GI” (General Industrial) designation is the 80 feet (.54 acres) along the east side of the property and is therefore excluded from the rezoning request. *Attachment B* illustrates the extent of the current and proposed zoning for the areas of “Parcel BJ” that are included.

Per Article III of the Zoning Ordinance, the use of the site is limited to the most restrictive zoning, Agricultural.

“Sec. 29.302(2). When a lot held in single ownership is divided by a zone boundary line, the entire lot shall be construed to be within the more restrictive zone for purposes of complying with the requirements of the Ordinance, unless otherwise indicated on the Official Zoning Map or by resolution of City Council.”

Here is a breakdown of the acreage, zoning and use.

	Acreage	Existing Zoning	Existing Land Use
“Parcel BJ”	129,822 sq. ft.; 2.98 acres	“GI”, “HOC”, & “A”	Storage Warehouse & Equipment Storage
	23612.80 sq. ft.; .54 acres	“GI” (General Industrial)	Equipment Storage
Rezoning Plat	106,211.60 sq. ft.; 2.44 acres		Storage Warehouse
	100,211.60 sq. ft.; 2.30 acres	“HOC” (Highway-Oriented Commercial)	Storage Warehouse
	6,000 sq. ft.; .14 acres	“A” (Agricultural)	Vacant

Existing Uses of Land.

The parcel was developed in 1997 and has been used as an industrial warehouse since its development. No additional impacts on City services are expected as the parcel is already developed. The rezoning request is consistent with the way the property has been utilized since its development.

Land uses that occupy the subject property and other surrounding properties are described in the following table:

Direction from Subject Property	Existing Land Uses
Subject Property	Storage Warehouse
North	Gas Station & Service Garage/Warehouse Showroom Store
East	Equipment Storage/Crop Production
South	Crop Production
West	Electrical Contractors, Sign Contractors & Auto Detailing

Access. Vehicular access is provided to the site from E. Lincoln Way. A bike path currently exists along the frontage of this parcel (south side of E. Lincoln Way). The bike path ends at the western corner of this parcel where a sidewalk continues to the west.

Infrastructure. The site is developed and fully served by City infrastructure.

Nonconformities. In Section 29.397, the Zoning Ordinance describes nonconformities as “uses, structures and lots that were lawfully established but that do not conform to one or more existing requirements of this Ordinance.” In the case of the subject property, property improvements were made in 1997 before the current zoning was established in 2000. Even though the use has continued since development, changes to the zoning map in 2000 for this property from “GI” (General Industrial) to “HOC” (Highway-Oriented Commercial) zoning resulted in rendering the use to be nonconforming. Regulations regarding nonconformities allow the continued use of the property but are intended to promote the property’s reuse and rehabilitation over time. Reasonable limits are also placed on the expansion of nonconforming uses. **Approving the proposed rezoning would render the current use of the property conforming per its original approval.**

Proposed Zoning. A request to “GI” (General Industrial) is consistent with the use of the site and the existing zoning to the north and east. (See the *Proposed Zoning Map, Attachment G.*) Rezoning is not mandatory to continue the site’s existing use. Rezoning the property to “GI” (General Industrial) would allow the existing use to continue as a permitted use and would allow the full use of the subject property without limitations of a nonconforming designation.

If the determination is made, however, that the zoning of “HOC” (Highway-Oriented Commercial) should be maintained in this area, then staff would request that at a minimum, the 6,000 sq. ft. portion currently zoned “A” (Agricultural) be rezoned to “HOC” (Highway-Oriented Commercial) as stated in Alternative 2. Without the “A” (Agricultural) portion being rezoned, the entire newly consolidated parcel becomes bound by the most restrictive zoning, which is this 6,000 sq. ft. portion that is zoned “A” (Agricultural). At a minimum, rezoning the “A” zoned area would make the property viable for commercial uses as intended by its LUPP designation.

Applicant’s Statement. Staff directed the applicant to seek rezoning given the split zoning of the new parcel due to limitation of the “A” zoning as the most restrictive zoning district. The applicant has provided an explanation of the reasons for the rezoning request in *Attachment F*.

Land Use Policy Plan.

The Lincoln Way Corridor Plan identifies this area as the “East Side Employment District,” comprised of light industrial uses of various sizes. The East Side Employment District extends from just east of Duff Avenue to I-35. The Lincoln Way Corridor Plan was approved and incorporated in the Land Use Policy Plan in the Urban Core section of Chapter 2 on January 23, 2018. By reference, the Lincoln Way Corridor Plan is to be relied upon as advisory to land use and zoning decisions as a visioning document for the future of the Corridor. The plan states:

The East Side Employment District is home to light industrial uses of various sizes. While this portion of Lincoln Way may become more heavily traveled as industrial development expands to the east, it is not considered by many to be a primary gateway to Ames for out-of-town visitors or residents. As such, the vision for this area focuses on improving the functionality for its tenants and, where appropriate, implementing minor improvements to enhance aesthetics but not necessarily with the intention of drastically transforming the area. The areas nearer to Duff Avenue may be appropriate to redevelop especially upon construction of Cherry Street extension.

The rezoning request of the 2.44 acres of “Parcel BJ” from “A” (Agricultural) and “HOC” (Highway-Oriented Commercial) to “GI” (General Industrial) is seen as not conflicting with any land use policies of the Lincoln Way Corridor Plan.

The Land Use Policy Plan (LUPP) Future Land Use Map designates the extent of generalized land uses throughout the City. The intent of the LUPP Map is to illustrate relationships among uses in order to create an efficient, compatible and viable development pattern for the community and to serve as a policy guide in decision making for zoning. The subject property is designated as “Highway-Oriented Commercial”. This designation applies to the south frontage of E. Lincoln Way from Duff Avenue eastward to the Skunk River. Along the north frontage, the western portion of E. Lincoln Way is zoned “Highway-Oriented Commercial” and the eastern portion (just north of this parcel) is zoned “General Industrial”. E. Lincoln Way separates the two zoning districts. (See *Attachment E.*)

The rezoning request is inconsistent with the generalized location and extent of the “General Industrial” land use area indicated on the LUPP Map when viewed as planning for future land use. Additionally, the LUPP includes general Goals and policies to provide context to rezoning and other policy issues related to land use.

The land use goals and policies of the LUPP relevant to this rezoning request are:

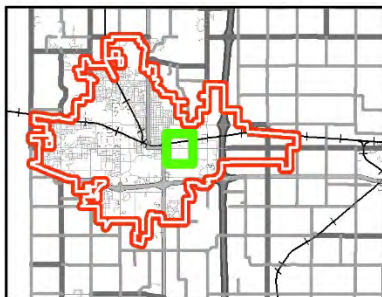
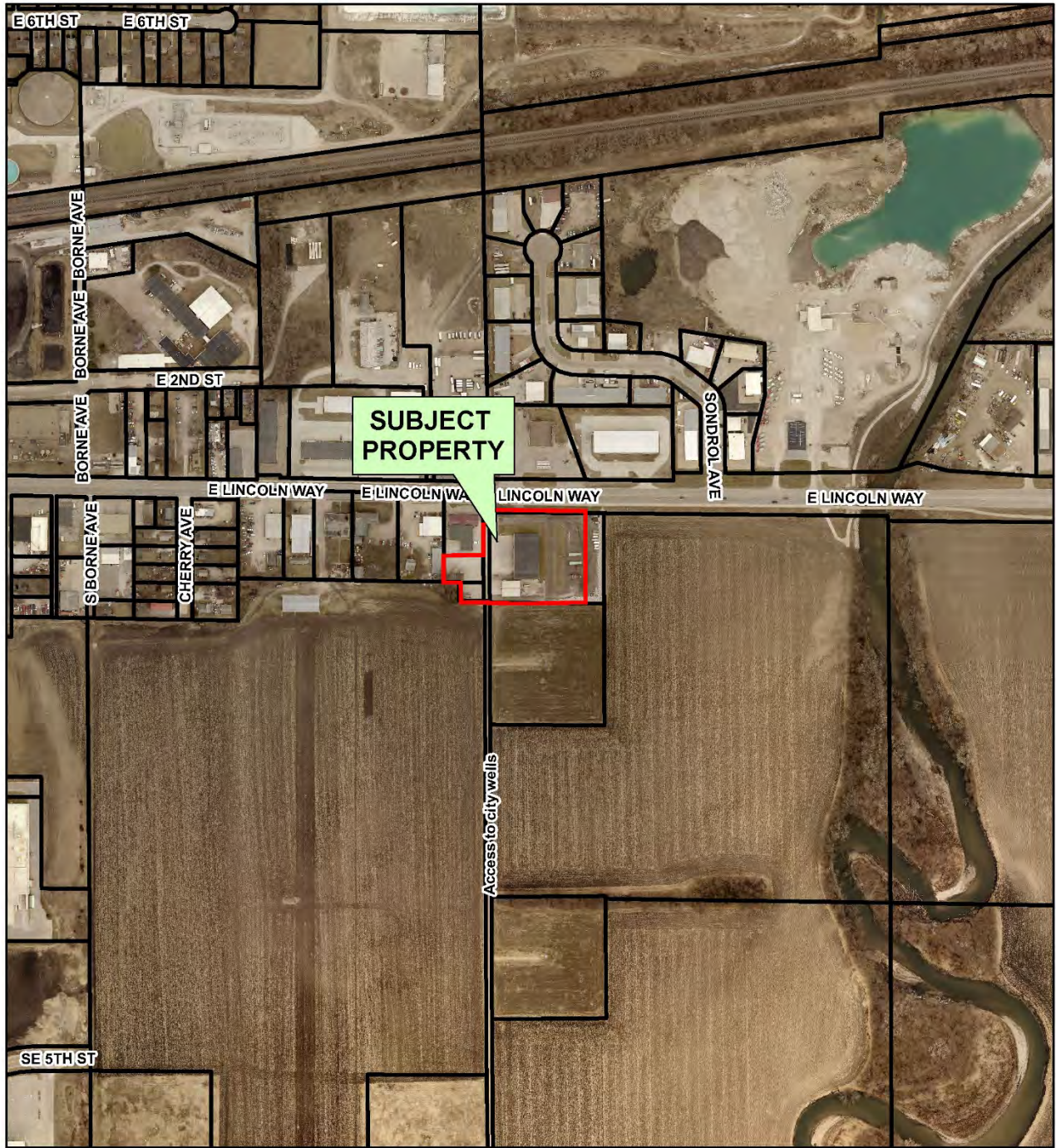
Goal No. 1. Recognizing that additional population and economic growth is likely, it is the goal of Ames to plan for and manage growth within the context of the community's capacity and preferences. It is the further goal of the community to manage its growth so that it is more sustainable, predictable and assures quality of life.

Goal No. 2. In preparing for the target population and employment growth, it is the goal of Ames to assure the adequate provision and availability of

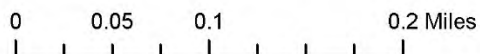
developable land. It is the further goal of the community to guide the character, location and compatibility of growth with the area's natural resources and rural areas.

Staff believes the rezoning request is consistent with the goals and policies of the LUPP in removing the constraints of mixed zoning districts on the site and in this case making the current use conforming in light of the nature of the area as a transition from commercial to industrial. Additionally, there are not issues of compatibility of use or a significant loss of developable land needed to serve future populations with commercial uses.

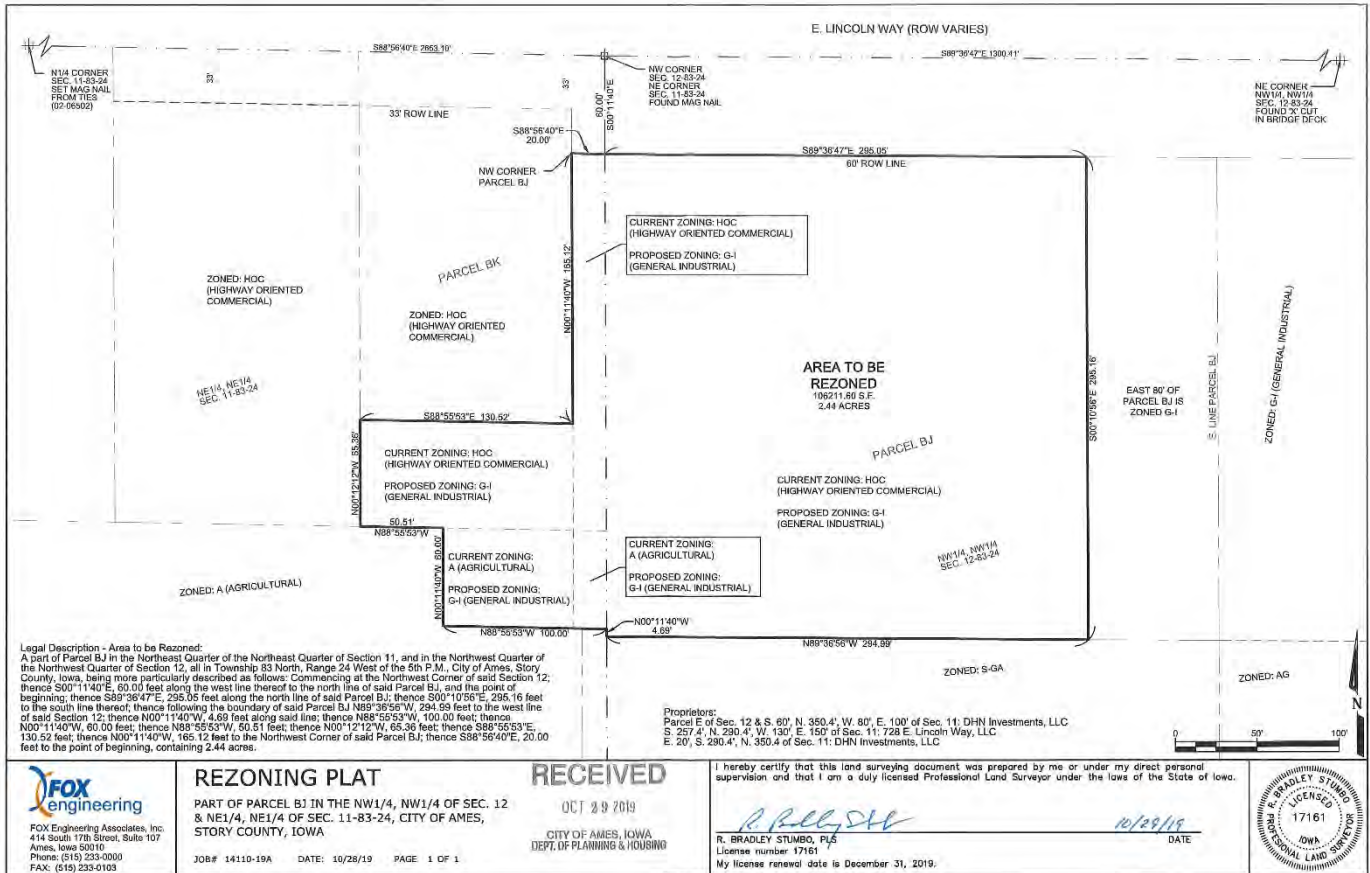
ATTACHMENT A: LOCATION MAP



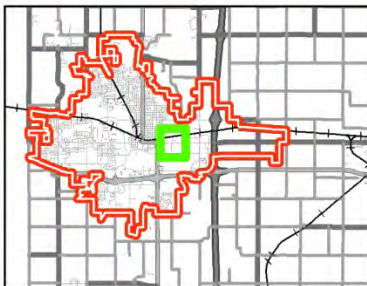
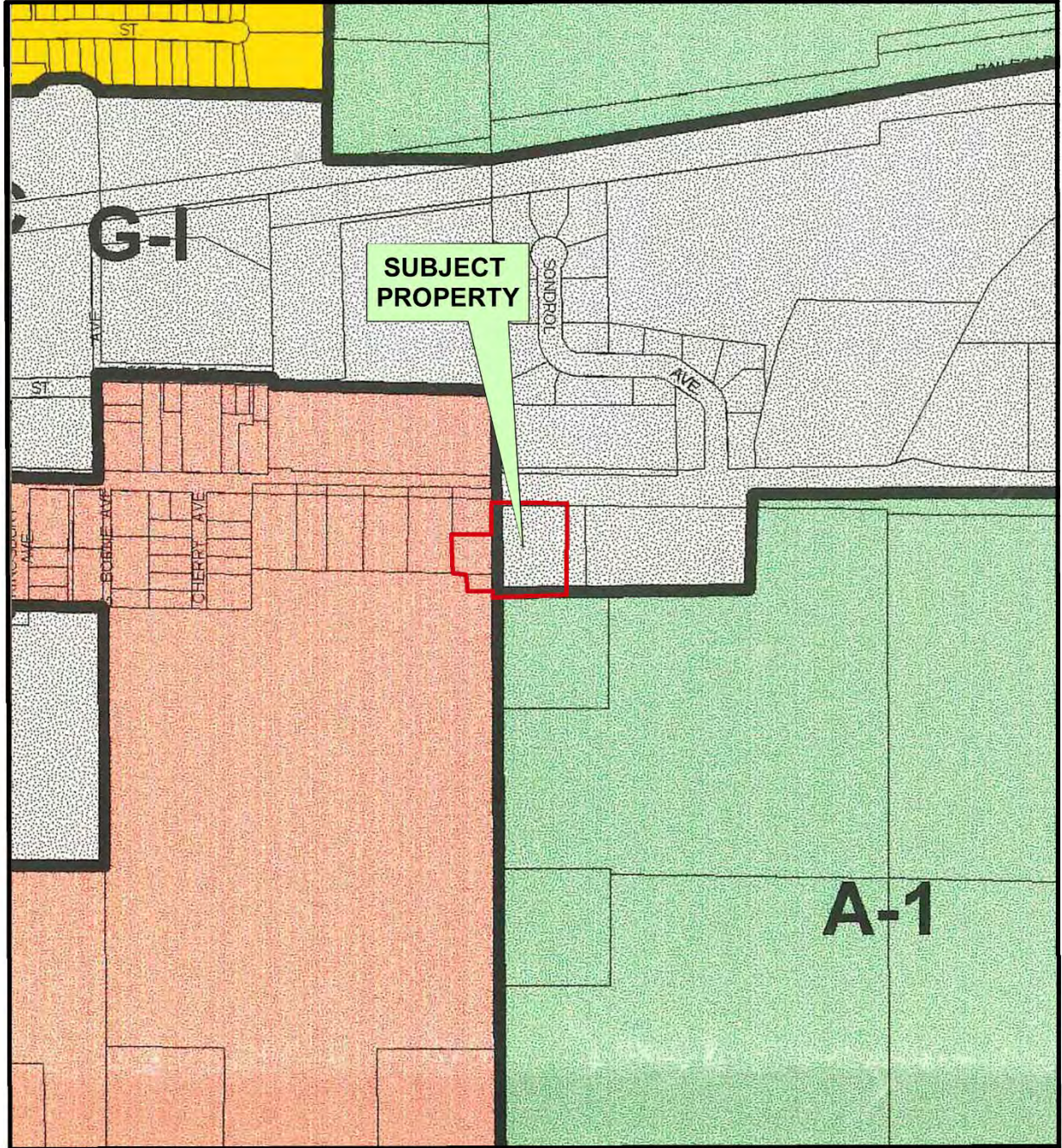
LOCATION MAP
808 E Lincoln Way



ATTACHMENT B: REZONING PLAT



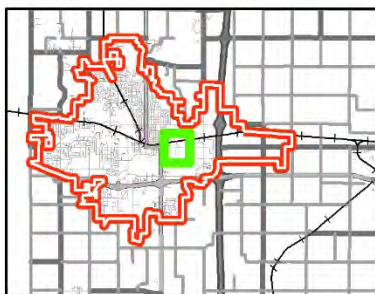
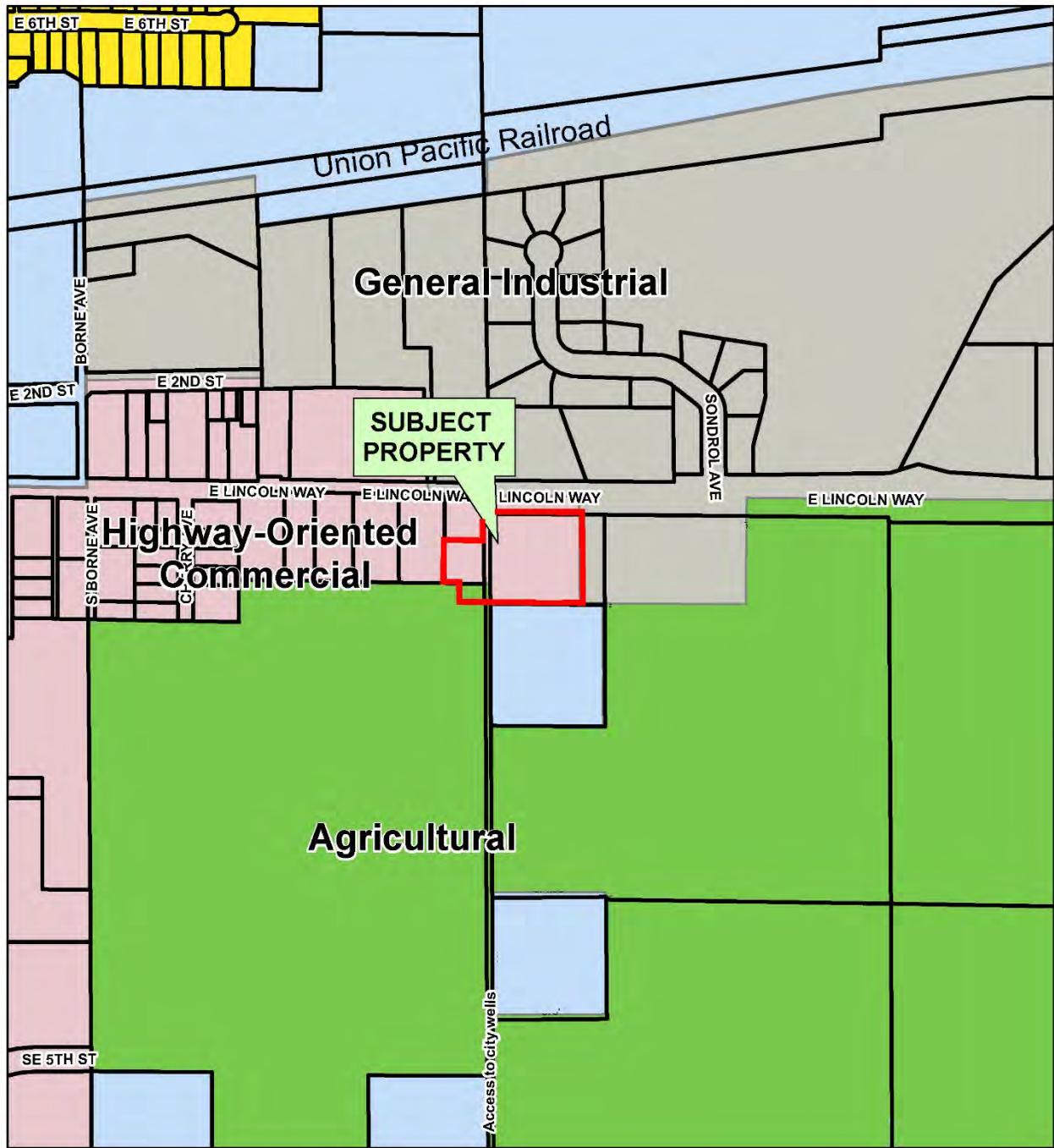
ATTACHMENT C: ORIGINAL ZONING – 1998



1998 ZONING MAP
808 E Lincoln Way



ATTACHMENT D: EXISTING ZONING - 2019

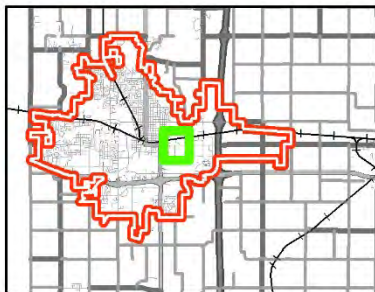
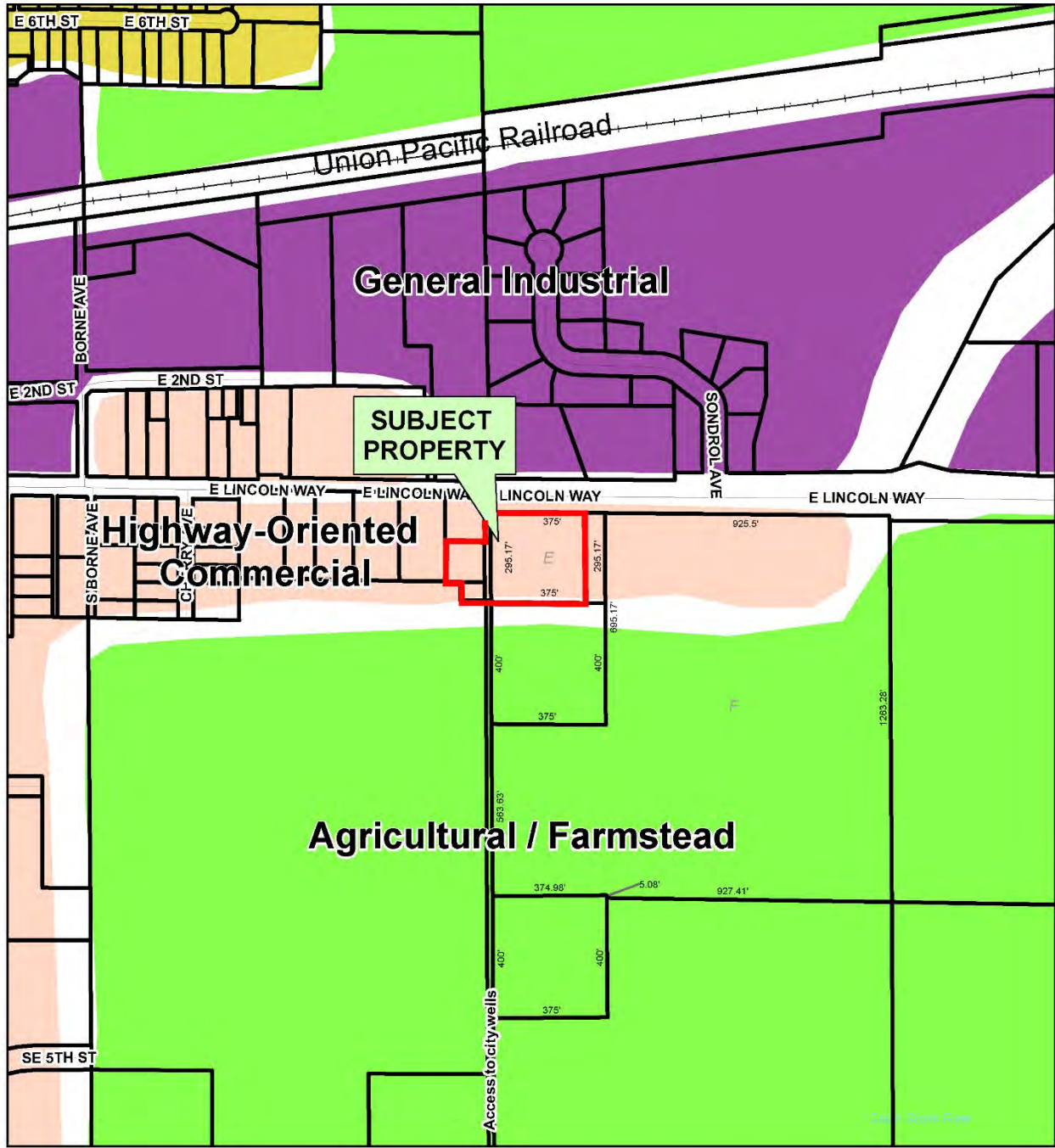


EXISTING ZONING MAP
808 E Lincoln Way

0 0.05 0.1 0.2 Miles



ATTACHMENT E: LUPP LAND USE MAP



LUPP LAND USE MAP
808 E Lincoln Way

0 0.05 0.1 0.2 Miles



ATTACHMENT F: APPLICANT'S STATEMENT

Application for Rezoning

DHN Investments, LLC

728, 728(rear), 734 & 808 East Lincoln Way, Ames, Iowa

Reason for requesting rezoning and consistency with LUPP:

The property at the aforementioned addresses is undergoing a boundary line adjustment. Rezoning is being required by planning staff due to a number of zones existing on the parcels being adjusted. City planning staff has indicated that the requested zoning change will bring the parcel into compliance with the existing use on the property.

DO NOT WRITE IN THE SPACE ABOVE THIS LINE, RESERVED FOR RECORDER
Prepared by: City Clerk's Office, 515 Clark Avenue, Ames, IA 50010 Phone: 515-239-5105
Return to: Ames City Clerk, P.O. Box 811, Ames, IA 50010

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF AMES, IOWA, AS PROVIDED FOR IN SECTION 29.301 OF THE *MUNICIPAL CODE* OF THE CITY OF AMES, IOWA, BY CHANGING THE BOUNDARIES OF THE DISTRICTS ESTABLISHED AND SHOWN ON SAID MAP AS PROVIDED IN SECTION 29.1507 OF THE *MUNICIPAL CODE* OF THE CITY OF AMES, IOWA; REPEALING ALL ORDINANCES AND PARTS OF ORDINANCES IN CONFLICT HEREWITH AND ESTABLISHING AN EFFECTIVE DATE

BE IT HEREBY ORDAINED by the City Council of the City of Ames, Iowa;

Section 1: The Official Zoning Map of the City of Ames, Iowa, as provided for in Section 29.301 of the *Municipal Code* of the City of Ames, Iowa, is amended by changing the boundaries of the districts established and shown on said Map in the manner authorized by Section 29.1507 of the *Municipal Code* of the City of Ames, Iowa, as follows: That the real estate, generally located at 808 East Lincoln Way, is rezoned from Agricultural "A" and Highway-Oriented Commercial (HOC) to General Industrial (GI).

Real Estate Description:

A part of Parcel BJ in the Northeast Quarter of the Northeast Quarter of Section 11, and in the Northwest Quarter of the Northwest Quarter of Section 12, all in Township 83 North, Range 24 West of the 5th P.M. City of Ames, Story County, Iowa, being more particularly described as follows: Commencing at the Northwest Corner of said Section 12; thence S00°11'40"E, 60.00 feet along the west line thereof to the north line of said Parcel BJ, and the point of beginning; thence S89°36'47"E, 295.05 feet along the north line of said Parcel BJ; thence S00°10'56"E 295.16 feet to the south line thereof; thence following the boundary of said Parcel BJ N89°36'56"W, 294.99 feet to the west line of said Section 12; thence N00°11'40"W, 4.69 feet along said line; thence N88°55'53"W, 100.00 feet; thence N00°11'40"W, 60.00 feet; thence N88°55'53"W, 50.51 feet; thence N00°12'12"W, 65.36 feet; thence S88°55'53"E, 130.52 feet; thence N00°11'40"W, 165.12 feet to the Northwest Corner of said Parcel BJ; thence S88°56'40"E, 20.00 feet to the point of beginning, containing 2.44 acres.

Section 2: All other ordinances and parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

Section 3: This ordinance is in full force and effect from and after its adoption and publication as provided by law.

ADOPTED THIS _____ day of _____, _____.

Diane R. Voss, City Clerk

John A. Haila, Mayor

COUNCIL ACTION FORM

SUBJECT: VACATION OF A WATER MAIN EASEMENT ALONG COLLABORATION PLACE (PLAZA LOOP TO SOUTH RIVERSIDE DRIVE)

BACKGROUND:

In 2015, as part of the Iowa State University Research Park (ISU RP) Phase III 3rd Addition Improvements Project, water main was installed along the north edge of the future Collaboration Place corridor from University Boulevard to South Riverside Drive. The portion from Plaza Loop to South Riverside Drive was not yet platted as dedicated right-of-way (ROW) at that time, so a 20-foot-wide easement was established.

At the November 12, 2019 City Council meeting, the final plat for the ISU RP Phase III 4th Addition was approved including 80-foot-wide ROW for Collaboration Place from Plaza Loop to South Riverside Drive. **Therefore, the existing water main easement is now within dedicated City ROW and can be vacated.**

Attachment A is a map showing the location of the water main easement proposed to be vacated and the new Collaboration Place ROW.

ALTERNATIVES:

1. Set the date of public hearing as December 10, 2019 to approve vacation of the aforementioned easement.
2. Reconsider the vacation of the aforementioned easement.

MANAGER'S RECOMMENDED ACTION:

This water main easement can be vacated because the water main is now within dedicated City ROW. **Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as noted above.**

Attachment A



**Proposed Water Main Easement Vacation:
Plaza Loop to South Riverside Drive**



1 inch = 200 feet
Date: 11/8/2019

COUNCIL ACTION FORM

SUBJECT: WATER TREATMENT PLANT MAINTENANCE AND STORAGE BUILDING – REPORT OF BIDS

BACKGROUND:

During a past insurance inspection of the Water Treatment Plant, it was recommended to add a low-cost building to place all flammable lubricating grease and oils. A structure separated from the main facility would reduce the potential for a large dollar loss due to fire. To address this concern, a steel frame metal building is to be added at the plant site. This building will be 50 feet by 30 feet and include a heated storage bay to house all lubricating grease, oil, and other flammable products. Additionally, this building will house the facility's tractor, mowers, and other maintenance equipment in a cold storage bay. Storing these valuable items inside will help to prolong the life of the equipment.

This free-standing building was part of the original design for the new Water Plant, but was ultimately removed from the scope of the project because staff felt it could be done at a lower cost as a stand-alone project. This project is included in the FY 19/20 Water Treatment Plant Capital Improvements Plan at \$141,000 as part of the Water Treatment Plant Facility Improvements project.

On October 22, 2019, Council issued a notice to bidders for the construction of the maintenance and storage building at the Water Treatment Plant. On November 27, 2019, staff opened bids for the project. The three bids received are summarized below:

Bidder	Total Project Bid Price
<i>Cost Estimate</i>	\$ 115,000
Happe Commercial	\$ 152,800
Woodruff Construction	\$ 159,730
Jensen Builders	\$ 180,888

A question has been raised by another bidder about whether Happe Commercial meets the experience requirements included in the specifications. To allow time to verify their experience, staff recommends that Council simply receive the report of bids at this time. When the evaluation of the low bidders experience has been completed, staff will bring a recommendation for award to Council.

ALTERNATIVES:

1. Receive the report of bids for the Water Treatment Plant Maintenance and Storage Building. Do not award a contract at this time.
2. Award a contract for the Water Treatment Plant Maintenance and Storage Building to the apparent low bidder, Happe Commercial of Ankeny, Iowa, in the amount of \$152,800.
3. Take no action at this time at this time.

CITY MANAGER'S RECOMMENDED ACTION:

The addition of a maintenance building at the plant site will provide sufficient storage for all grease and oil products as recommended by the insurance provider. This structure will reduce the potential for a large dollar loss due to fire. In addition to flammable storage, this building will be used to store valuable maintenance equipment. Storing this equipment inside will help to reduce wear and prolong the life of the equipment.

An objection has been filed by a bidder, asserting that the apparent low bidder does not meet the experience requirement contained in the project specifications. Additional time is needed to further investigate and confirm the apparent low bidder's qualifications. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, as described above.

ORDINANCE NO.

AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY ENACTING A NEW SECTION 11.9 THEREOF, FOR THE PURPOSE REGULATING MASSAGE ESTABLISHMENTS REPEALING ANY AND ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT TO THE EXTENT OF SUCH CONFLICT; PROVIDING A PENALTY; AND ESTABLISHING AN EFFECTIVE DATE.

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

Section One. The Municipal Code of the City of Ames, Iowa shall be and the same is hereby amended by enacting a new Section 11.9 as follows:

“SEC. 11.9. MASSAGE THERAPY

(1) Purpose.

The State of Iowa licenses massage therapists pursuant to Iowa Code Chapter 152C. Licensed massage therapists and businesses offering massage therapy services perform an important service in addressing the health and well-being of Ames residents. The purpose of this ordinance is to help identify and address businesses that engage in the practice of massage therapy without valid licenses and/or are involved in illegal activities.

(2) Definitions.

For purposes of this Section, unless the context otherwise requires:

(a) "Massage therapist" means a person licensed under Iowa Code Chapter 152C to practice the health care service of the healing art of massage therapy in the City of Ames.

(b) "Massage therapy business" means any business or place of business, including mobile, temporary, and transient businesses, wherein, or on whose behalf, any of the treatments, techniques, or methods of treatment referred to as "massage therapy" are administered, practiced, used, given, advertised or applied.

(c) "Massage therapy" shall be as defined in Iowa Code Chapter 152C.

(d) "Placard" means a poster or sign for public display affixed to a structure to provide notice to the public that the premises are unsafe for entry.

(3) State License Required.

The practice of massage therapy, as defined in Iowa Code Chapter 152C, is prohibited by unlicensed individuals. It is unlawful for a person to engage in or offer to engage in the practice of massage therapy, or use in connection with the person's name, the initials "L.M.T." or the words "licensed massage therapist", "massage therapist", "masseur", "masseur", or any other word or title that implies or represents that the person practices massage therapy, unless the person possesses a license issued under the provisions of Iowa Code section 152C.3.

(4) Display of License and Photograph.

Each massage therapist must prominently display in an area in plain sight of customers of the massage therapy business, a copy of the massage therapist's valid massage therapy license and a color photograph of the massage therapist whose license is displayed. The color photograph shall measure no smaller than six (6) square inches (for example, a 2"x3" photograph), with the face of the massage therapist clearly recognizable and occupying the majority of the photograph.

Each massage therapist must be in possession of their license at all times while doing business in the city and must, upon request of a prospective customer or City official, exhibit the license as evidence of compliance with all requirements of this Section.

(5) Manager Designated.

An individual, who is a resident of the state of Iowa, must be designated to act as the manager for the massage therapy business. The name and position of the manager must be prominently displayed near the displayed massage therapy licenses. The manager shall consent to serve as an agent for the service of notices and other processes related to the massage therapy business. The manager shall remain responsible for the conduct of the massage therapy business until another person has been designated as manager in

writing. This manager designation requirement shall not apply to a massage therapy business that has only one massage therapist.

(6) Information Required.

Upon request by City staff, a massage business shall immediately produce documentation including the following information:

- (a) Name of the business;
- (b) Name, email address, telephone number, and residential address of the manager of the business;
- (c) Names of all licensed massage therapists (LMTs) employed or contracted by the business and their State license numbers;
- (d) Names and addresses of all other persons who work on the business premises whether employees or independent contractors of the business along with a description of the work performed;
- (e) Name(s) of the business owner(s);
- (f) Name(s) and mailing address(es) of all individuals who have an ownership interest in the business; and
- (g) Name(s) of any commercial tenant(s) leasing the business premises.

To confirm the identity of the LMT, a government issued photo identification card of the LMT and a copy of their valid and current license must be provided to City staff upon request.

(7) Hours of Operation.

No person shall be engaged in the practice of massage therapy between the hours of midnight and 5:00 a.m. unless such therapy takes place:

- (a) in a licensed medical facility;
- (b) in a licensed hospice facility;
- (c) under the specific direction or supervision of a person described in Iowa Code section 152C.9(1); or
- (d) with written approval from the Chief of Police or designee.

(8) Special provisions.

(a) Upon a determination by the police department that a massage therapy business has employed or otherwise contracts with an unlicensed massage therapist, or is otherwise in violation of this section, the Chief of Police, or designee, is empowered to place placards in one or more highly noticeable locations at the massage therapy business facility. The placard(s) shall state: "Unsafe to Enter; Unlicensed Massage Therapy Must Cease and may be subject to criminal and/or civil penalty pursuant to Ames Municipal Code section 11.9." The placard(s) must remain posted until a valid state license is obtained or other legal use has been established and demonstrated to the police department. This action may be appealed pursuant to Ames Municipal Code section 11.9(10).

(b) If the City has probable cause that prostitution, as defined by Iowa Code Chapter 725, or Human Trafficking, as defined by Iowa Code Chapter 710, has occurred at a property providing Massage Therapy, the police department may placard the property. This action may be appealed pursuant to Ames Municipal Code section 11.9(10).

(c) No person shall remove the placard posted pursuant to subsection (a) or subsection (b) of this section without approval of the Chief of Police or designee.

(d) No person, whether individually or in connection with one or more persons or as principal, agent, or accessory, shall continue to offer "massage therapy" services at the placarded location after a massage therapy business has been placarded as unsafe for entry unless the Chief of Police or designee has approved removal of the placard.

(9) Penalties.

A violation under this Section is declared to be a municipal infraction punishable by a civil penalty of \$500 for a person's first violation and by a civil penalty of \$750 for each repeat violation. Alternatively, violation of this Section may be charged by a peace officer of the City as a simple misdemeanor.

(10) Appeal of placard.

Should a person or business be placarded pursuant to subsection (8) above, the person or business may appeal the placarding by filing a written notice of appeal to the City Manager within thirty days of the date of the placarding. The written appeal shall state the grounds of the appeal.

(a) Upon receiving a notice of appeal, a hearing shall be convened within ten business days unless both parties agree to an extension of the deadline, chaired by the City Manager or designee, to receive any testimony or other evidence that is deemed appropriate concerning the placarding.

(b) When an appeal has been filed, the Police Department shall make a reasonable effort to notify any persons who would have had direct involvement in the situation which led to the placarding.

(c) The appeal shall be heard by a committee appointed by the City Manager and consisting of a minimum of three people, including a member of the public, a licensed massage therapist, and the Director of Planning and Housing or their designee.

(d) Following such hearing, the Committee may:

(i) uphold the placarding; or

(ii) modify or reverse the placarding, after which the Chief of Police shall take such action as is necessary to carry out the decision of the Committee.

(e) The decision of the Committee and the reasons for it shall be summarized in writing and provided to the person who filed the appeal.”

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

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

Section Four. This ordinance shall be in full force and effect from and after its passage and publication as required by law.

Passed this _____ day of _____, _____.

Diane R. Voss, City Clerk

John A. Haila, Mayor

Staff Report

PARTNERSHIP WITH PODUJEVA, KOSOVO

December 10, 2019

BACKGROUND:

At the City Council meeting on November 12, 2019, representatives of the Ames International Partner Cities Association (AIPCA) presented a request from the City of Podujeva, Kosovo, to form a partner city relationship with the City of Ames.

A subcommittee of AIPCA has explored the prospective partnership with Podujeva and has met with representatives of the Kosovo consulate in Des Moines. At the City Council meeting, AIPCA representatives conveyed that representatives from Podujeva and Kosovo have been very eager to initiate a partnership with Ames.

Ames has an existing partner city relationship with Koshu City, Japan. This partnership has existed since 1993. Although Ames and Koshu City have alternated sending and receiving adult and youth delegations each year in the past, the cities now send and receive only youth delegations in even-numbered years. Ames had a partner city relationship with Frydek-Mistek, Czech Republic, beginning in 1993. However, that partnership dissolved in 2013 at the request of the City of Frydek-Mistek. Since the dissolution of the relationship with Frydek-Mistek, AIPCA has explored a variety of prospective new partnerships, but no new formal relationship has been established.

The City contributes funds to AIPCA through the City Council Outside Funding Request process each year during the preparation of the City Budget. AIPCA received \$6,000 in this process in FY 2019/20. Of this amount, \$2,500 was to finance partial expenses for a trip to Podujeva to explore a potential partnership. AIPCA has typically received approximately \$5,000-\$7,000 in City funds per year since 2010. These funds help offset chaperone travel expenses, host gifts, and other miscellaneous materials. Delegates are responsible to pay for their own flight expenses, with host families providing lodging during the exchanges.

STAFF COMMENTS:

There are no statutory regulations relating to partner cities. The City Council is free to determine what partnerships are in the best interests of Ames and its residents. The goal of such partnerships is to foster and promote friendly relations and mutual understanding between the people of Ames and the people of cities in other nations.

If the City Council wishes to pursue a new partnership, the Council can authorize the Mayor to respond to the Mayor of Podujeva and indicate Ames' interest in a partner city relationship. If pursued, the letter would be exchanged to Podujeva through the Kosovo consulate. The partnership would be subject to approval by the Kosovo Ministry of State. Once approved, the mayors of both communities would have to meet to sign a partnership agreement.

Previously, the City Council has authorized the use of City funds to send an official City representative to a partner city. This happened most recently for the 20th anniversary of the partnership with Koshu City in 2013, when the City Council authorized up to \$2,400 from the Council Contingency Fund to send the Mayor to Japan. Should the City be asked to send a City government representative (either the Mayor or his representative) to Podujeva, the City Council will have to approve funding for the trip from the Council's Contingency Account.

In addition to these formal steps, AIPCA is recommending to send AIPCA representatives to Kosovo as part of an Iowa Sister States delegation in June. Funding for this trip would come out of the City's FY 2019/20 appropriation to the Ames International Partner Cities Association.