

AGENDA
REGULAR MEETING OF THE AMES CONFERENCE BOARD
AND REGULAR MEETING OF THE AMES CITY COUNCIL
COUNCIL CHAMBERS - CITY HALL
FEBRUARY 25, 2020

NOTICE TO THE PUBLIC: The Mayor and City Council welcome comments from the public during discussion. **If you wish to speak, please complete an orange card and hand it to the City Clerk. When your name is called, please step to the microphone, state your name for the record, and limit the time used to present your remarks in order that others may be given the opportunity to speak.** The normal process on any particular agenda item is that the motion is placed on the floor, input is received from the audience, the Council is given an opportunity to comment on the issue or respond to the audience concerns, and the vote is taken. On ordinances, there is time provided for public input at the time of the first reading. In consideration of all, if you have a cell phone, please turn it off or put it on silent ring.

REGULAR MEETING OF THE AMES CONFERENCE BOARD

CALL TO ORDER: 6:00 p.m.

1. Roll Call
2. Motion approving Minutes of January 28, 2020
3. Public hearing on proposed 2020/21 budget for City Assessor's Office:
 - a. Motion adopting budget

CONFERENCE BOARD COMMENTS:

ADJOURNMENT:

REGULAR MEETING OF AMES CITY COUNCIL*

*The Regular Meeting of the Ames City Council will immediately follow the Regular Meeting of the Ames Conference Board.

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.

1. Motion approving payment of claims
2. Motion approving Minutes of Regular Meeting held February 11, 2020
3. Motion approving Report of Change Orders for February 1 - 15, 2020
4. Motion authorizing Police Department to apply for and participate in the Governor's Traffic Safety Bureau Grant Program for traffic safety enforcement
5. Motion approving new 12-month Class E Liquor License with Class B Wine, Class C Beer, and Sunday Sales - goPuff, 615 S Dayton Avenue - (pending final inspection)
6. Motion approving new 8-month Class B Beer with Outdoor Service and Sunday Sales - Homewood Golf Course, 401 E 20th Street, (pending final inspection)
7. Motion approving transfer of El Azteca Class C Liquor License from 1520 S Dayton Avenue to

- 2120 Isaac Newton Drive - (pending final inspection)
8. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class C Liquor License with Outdoor Service and Sunday Sales - BN'C Fieldhouse, 206 Welch Avenue - Pending Dram Shop
 - b. Class C Liquor License with Outdoor Service and Sunday Sales - Coldwater Golf Links, 1400 S. Grand Avenue
 - c. Class E Liquor License with Class B Wine Permit, Class C Beer Permit (Carryout Beer), and Sunday Sales - Kum & Go # 113, 2801 E 13th Street
 - d. Class E Liquor License with Class B Wine Permit, Class C Beer Permit (Carryout Beer), and Sunday Sales - Kum & Go # 227, 2108 Isaac Newton Drive
 - e. Class A Liquor License with Outdoor Service and Sunday Sales - Elks Lodge, 522 Douglas
 - f. Special Class C Liquor License - The Spice Thai Cuisine, 402 Main Street
 - g. Class C Beer Permit with Class B Native Wine Permit and Sunday Sales - Swift Stop #4, 1118 S Duff
 - h. Class C Beer Permit with Class B Wine Permit and Sunday Sales - Swift Stop #5, 3218 Orion Street
 - i. Class E Liquor License with Class B Wine Permit, Class C Beer Permit (Carryout Beer), and Sunday Sales - Casey's General Store #2905, 3612 Stange Road
 - j. Class B Beer with Sunday Sales - Pizza Pit Extreme, 207 Welch Avenue - Pending Dram Shop
 - k. Class E Liquor License with Class B Wine Permit, Class C Beer Permit (Carryout Beer), and Sunday Sales - Sams Club #6568, 305 Airport Road
 9. Resolution naming Vanessa Baker-Latimer as City of Ames representatives to Central Iowa Regional Housing Authority (CIRHA) to serve three-year term
 10. Resolution approving Small Cell Wireless Pole Attachment Agreement with Verizon Wireless from January 1, 2020, until December 31, 2025
 11. Resolution approving request from Mary Greeley Home Health Services to amend Unit Rate for In-Home Health Assistance in FY 2019/20 ASSET Contract
 12. Resolution approving request from Story County Auditor for parking waiver(s) for election day related parking on March 3, June 2, and November 3, 2020
 13. Resolution authorizing the Police Department to request reimbursement per the Agreement with Ames Foundation in the amount of \$1,330 for the purchase of two portable ballistic shields
 14. Requests from Ames Chamber of Commerce for Ames Main Street Farmers' Market on Saturdays from May 9 to October 17, 2020:
 - a. Motion approving blanket Temporary Obstruction Permit and blanket Vending License for Central Business District from 8:00 a.m. to 1:30 p.m.
 - b. Resolution approving closure of 300 and 400 blocks of Main Street, Burnett Avenue from Main Street to the U.S. Bank drive-through, and Tom Evans Plaza from 5:00 a.m. to 1:30 p.m.
 - c. Resolution approving suspension of parking enforcement in CBD Lots X and Y from 6:30 a.m. to 1:30 p.m.
 - d. Resolution approving waiver of parking meter fees and enforcement, usage and waiver of electrical fees, and waiver of fee for blanket Vending License for event from 5:00 a.m. to 1:30 p.m.
 15. Requests from India Cultural Association:
 - a. Resolution directing staff to amend FY 2020/21 COTA Annual Grant allocation to deduct \$5,000 in funding
 - b. Resolution directing staff to amend FY 2019/20 COTA Annual Grant allocation to add \$5,000

in funding, and authorizing the funds to be used for activities described in FY 2019/20 COTA Annual Grant Contract

16. Resolution approving preliminary plans and specifications for 2019/20 Collector Street Pavement Improvements (Bloomington Road - Grand Avenue to Hoover Avenue); setting March 18, 2020, as bid due date and March 24, 2020, as the date of public hearing
17. Resolution approving preliminary plans and specifications for 2019/20 Asphalt Street Pavement Improvements (14th Street and 15th Street); setting March 18, 2020, as bid due date and March 24, 2020, as the date of public hearing
18. Resolution approving preliminary plans and specifications for Power Plant Unit 8 Steam Turbine Parts Procurement; setting March 25, 2020, as bid due date and April 14, 2020, as date of public hearing
19. Resolution approving Change Order No. 9 with HPI, Inc., of Ames, Iowa, for Unit 7 Turbine Generator Major Overhaul

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.

PLANNING & HOUSING:

20. Staff Report regarding 321 State Avenue Subdivision Concepts:
 - a. Motion to select preferred concept
21. 2020/21 Proposed Annual Action Plan Projects and Public Forum follow-up for Community Development Block Grant (CDBG)/HOME Programs:
 - a. Resolution approving proposed 2020/21 Annual Action Plan Program Projects and proposed budget and directing staff to prepare Annual Action Plan for public comment
 - b. Resolution setting date of public hearing for May 12, 2020

PUBLIC WORKS:

22. Mortensen Road Sidewalk Infill Update
 - a. Motion directing staff to allow property owners until July 1, 2021, to complete the installation of sidewalk/path projects

ADMINISTRATION:

23. Discussion of additional questions for Residential Satisfaction Survey
24. Motion approving City Council Values, Goals, and Tasks for 2020/21

HEARINGS:

25. Hearing on Maximum Property Tax Levy:
 - a. Resolution approving maximum levy amount of \$6.99654
 - b. Resolution setting March 10, 2020, as date of final public hearing on Adjusted Budget for FY 2019/20
 - c. Resolution setting March 10, 2020, as date of final hearing and adoption of budget for FY 2020/21
 - d. Resolution authorizing the issuance of \$13,865,000 Essential Corporate Purpose General

Obligation Bonds and \$9,635,000 General Obligation Refunding Bonds and associated tax levy for debt service and setting March 10, 2020, as date of public hearing

26. Hearing on Homewood Golf Course Clubhouse Project:

- a. Resolution appropriating \$449,845 from Park Development Fund balance
- b. Resolution appropriating \$20,000 from undesignated Parks and Recreation Department Donations Account
- c. Resolution approving final plans and specification and awarding contract to R. H. Grabau Construction, Inc., of Boone, Iowa, in the amount of \$1,374,881 (base bid plus Alternate 3)

27. Hearing on Campustown Public Improvements (Welch Avenue):

- a. Motion rejecting all bids and directing staff to re-bid
- b. Resolution approving preliminary plans and specifications for project with modifications; setting March 18, 2020, as bid due date, and March 24, 2020, as date of public hearing

28. Hearing on Iowa State University Research Park Phase IV Road and Utility Improvements Project:

- a. Motion accepting report of bids

29. Hearing on South Grand Avenue Extension (0.1 miles North of South 16th Street North 0.54 Miles to South 5th Street):

- a. Resolution approving final plans and specifications and awarding contract to Peterson Contractors, Inc., of Reinbeck, Iowa, in the amount of \$9,368,716.27, contingent upon receipt of Iowa DOT concurrence

ORDINANCE:

30. Third passage and adoption of ORDINANCE NO. 4407 rezoning 2800 E. 13th Street from Agricultural "A" to General Industrial "GI"

DISPOSITION OF COMMUNICATIONS TO COUNCIL:

COUNCIL COMMENTS:

ADJOURNMENT:

MINUTES OF THE REGULAR MEETING OF THE AMES CONFERENCE BOARD

AMES, IOWA

JANUARY 28, 2020

REGULAR MEETING OF THE AMES CONFERENCE BOARD

The Regular Meeting of the Ames Conference Board was called to order by Chairman John Haila at 5:30 p.m. on January 28, 2020. Present from the Ames City Council were Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, Rachel Junck, and David Martin. Linda Murken, Lisa Heddens, and Lauris Olson represented the Story County Board of Supervisors. Other members in attendance were as follows: Jamet Colton, Ames School Board of Directors; Joe Anderson, Nevada School Board of Directors; and Jennifer Britt, United Community School Board of Directors. Gilbert School Board of Directors was not represented.

MINUTES OF FEBRUARY 26, 2019: Moved by Corrieri, seconded by Murken, to approve the Minutes of the February 26, 2019, meeting of the Ames Conference Board.

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

RE-APPOINTMENT OF JAMI LARSON TO BOARD OF REVIEW: Moved by Betcher, seconded by Colton, to approve RESOLUTION NO. 20-037 re-appointing Jami Larson to the Board of Review.

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

DISCUSSION OF PROPOSED FY 2020/21 BUDGET FOR CITY ASSESSOR'S OFFICE: City Assessor Greg Lynch reviewed the 2020/21 proposed budget for the City Assessor's Office and asked if the Conference Board members had any questions.

Story County Supervisor Olson asked Mr. Lynch to elaborate on the work delegated to the interns that costs \$40,000. Mr. Lynch deferred to Chief Deputy Assessor Brenda Swaim who said a content management system had recently been implemented which caused a backlog of documents that needed to be scanned and entered, there was a city-wide photo project that required more hours, and condominium units needed to be entered. There had been basically no response to the advertised position, so the hourly wage needed to be increased.

Ms. Olson asked why there were so many condominium appeals in 2019. Mr. Lynch said there was an entity called "Tax Representatives" who contacted commercial property owners and sold their services for saving taxes for a few years. One tax representative filed over 600 protests on apartments in 2019, but there have been more than that in the past with revalued properties.

With regards to the taxable status of Northcrest Independent Living, Ms. Olson wanted to know why it was in litigation. Mr. Lynch explained that Northcrest was installing a very large addition to include independent living, skilled nursing, and assisted living. There was a ruling in 2018 by the

Property Assessment Appeals Board that shed new light on this type of a property, and other assessors who had continuum life services complexes had the independent living units classified as taxable, while keeping skilled living and assisted living tax exempt. The property that was purchased to the west of Northcrest was for the new complex. The land value under that portion of the property was changed to taxable for 2019. The exempt status was placed on it by a ruling of the Iowa Supreme Court in 1989, but with the new ruling, he believes it sheds new light on the issue.

Moved by Corrieri, seconded by Colton, to approve the recommendations of the City Assessor's report.

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

Mr. Lynch reviewed the proposed budget, noting that the 3% cost of living rate increase was based off the 2.75% - 3% negotiating starting point between the City and different unions and the 2% merit rate followed what the City asked for. City Council Member Martin asked what the process was for evaluating the City Assessor and the Deputy City Assessor. Mr. Lynch said his predecessor brought that process to the Mini Conference Board for review.

Story County Board Member Heddens asked if the City did not increase to the amount approved for the Assessor, would the Assessor's office maintain what was approved or would they mirror the City. Mr. Lynch said they always follow what the City does. Council Member Betcher requested further information on what the 57.4% increase in equipment rental and maintenance was for. Mr. Lynch deferred to Accountant Dawn Tank. Ms. Tank said they were purchasing a new server with a five-year care package for \$3,277, which was the major portion of the increase. The maintenance for the copier/fax/print machine was based off the number of copies they made, and with the new assessing model, more assessment roles were needed, which generate more costs along with postage, paper supplies, and Board of Review expenses.

Mr. Lynch explained that an outside consultant was hired to build the residential assessment model in 2017 and is now building another model for 2021. He briefly explained how the new model will work to gauge accuracy in assessments.

Mayor Haila clarified for the Conference Board that this was a maximum proposed budget which may not be used entirely.

Moved by Olson, seconded by Betcher, to receive the proposed budget.

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

Moved by Martin, seconded by Colton, to set 6:00 p.m. on February 25, 2020, as the date of public hearing on the proposed FY 2020/21 City Assessor's budget.

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

RE-APPOINTING GREG LYNCH AS CITY ASSESSOR: Mayor Haila commended Mr. Lynch on his continuing education and knowledge. Ms. Heddens asked if it was by ordinance that the City had an assessor. Mr. Lynch responded that the *Iowa Code* allowed cities with populations over 10,000 to have their own city assessor in addition to the county assessor if they so choose.

Moved by Corrieri, seconded by Colton, to approve RESOLUTION NO. 20-038 re-appointing Greg Lynch as City Assessor.

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

CONFERENCE BOARD COMMENTS: Mr. Martin explained that one of the goals of the City Council was to be able to reach people in certain geographic areas of the City. He expressed interest in using the Beacon GIS system technology to reach people by phone or email. Council Member Corrieri said she contacted Mr. Lynch about it who contacted Beacon. The next step was for the Mini Board to get in contact with Beacon to discuss it further and potentially add on a module to address the requests of Council.

Council Member Martin noted that he wanted to go back to the merit portion of the salary increases. He said he respects the work of the City Assessor's Office and just has a process question. Mr. Martin stated that the City Council hires the City Manager, and they have a process for evaluating the City Manager's raises; whereas, the City Manager determines the merit pool for his employees.

Moved by Martin, seconded by Olson, to ask the Mini Board to report on the process for evaluation of the Assessor and the Deputy and send a memo to the Conference Board on that topic within six months.

Council Member Gartin asked to clarify how Mr. Martin would want to do something different. Mr. Martin replied that, right now, he is just wanting to know how the evaluations are done. The report could include a recommendation, but right now, there is not any clarity on how evaluations are even being done.

Ms. Corrieri stated that there is not a formal review process. The Mini Board meets once a year. The budget is approved and it includes merit increases and cost-of-living increases; that is the process. If they want to talk about a review process, the Mini Board could, but would have to meet outside of its once-a-year cycle.

Nevada School Board Member Joe Anderson asked to know who comprises the Mini Board as it was his impression that all members of the Conference Board are invited to be part of the Mini Board. Mayor Haila stated that each member is appointed. Mr. Anderson asked how it was set up and who set it up that way. He noted that he was not aware of any legal basis of the Mini Board. Council Member Corrieri stated that the Mini Board just makes recommendations, and those are brought to the full Conference Board for consideration. City Assessor Greg Lynch noted that it might have been set up originally to minimize the amount of conversation during the full Conference Board meetings. Mayor Haila explained that he would have the City Clerk get the history of how it was set up and have it sent out to the Conference Board.

Council Member Betcher inquired if what Ms. Corrieri explained answered Council Member Martin's motion.

Moved by Martin, seconded by Olson, to amend the motion by adding to the scope of the report

recommendations for changing the process of evaluation.

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

Vote on Motion, as amended: 3-0. Motion declared carried unanimously.

ADJOURNMENT: Moved by Heddens to adjourn the Ames Conference Board at 6:02 p.m.

Rachel Knutsen, Deputy City Clerk

John A. Haila, Mayor

Gregory Lynch, Ames City Assessor

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

AMES, IOWA

FEBRUARY 11, 2020

SPECIAL MEETING OF THE AMES CITY COUNCIL

The Ames City Council met in Special Session for the budget wrap-up at 5:15 p.m., followed by its Regular Meeting, on the 11th day of February 2020, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law with Mayor John Haila presiding and the following Council members present: Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, Rachel Junck, and David Martin. *Ex officio* Member Devyn Leeson was also in attendance.

FY 2020/21 BUDGET WRAP-UP:

PUBLIC ART COMMISSION (PAC): Kerry Dixon, Treasurer of the Public Arts Commission, stated that the Council has its budget request and there were no changes for FY 2020/21. Ms. Dixon noted that in FY 2020/21 there will be two special anniversaries for the Public Art Commission. The Public Art Commission was founded on March 26, 1991 and will have been a Commission for 30 years. The Ames Downtown Sculptures project will be celebrating 25 years in existence and is one of the longest running public arts expeditions. An article about PAC will be coming out in Chambers Spring Magazine. Ms. Dixon noted that the Public Arts Commission has some ideas for next year's projects, and believes the projects could be done with the same budget as last fiscal year. PAC is going to continue to work with the City of Ames, Geographic Information System (GIS) department as they are working on a mapping project that will show where all the sculptures are located, list the acquisitions, and what maintenance is needed. The Public Art Commission will also continue to provide outreach to the community.

ARTS FUNDING (COTA): Assistant City Manager Brian Phillips mentioned that the COTA budget requests are for annual grant awardees and some funding. Mr. Phillips noted that Tom Lockhart, representative from COTA, was present if the Council had any questions. COTA has recommended allocating \$178,494 directly to agencies for FY 2020/21 annual grants, and reserving \$5,404 for spring and fall special project grants. A total of 18 agencies submitted applications for funding this year compared to 17 agencies in FY 2019/20. This year one organization requested funding (Central Iowa Touring Ensemble) that had not done so in the past.

HUMAN SERVICES FUNDING (ASSET): Assistant City Manager Deb Schildroth explained that she wanted to take a moment to recognize Jennifer Schill, Tim Lubinus, Ashley Thompson, Mary Beth Golemo, and Andrea Rich for all the hard work they have done in the past year. ASSET used the City's recommended priorities. The feedback that was received about having the Council set priorities for the ASSET volunteers was that it made the process easier. Data was used from the Clear Impact Scorecard for the first time and there is enough data entered into that system to now view trend lines and incorporate the information when formulating recommendations.

Council Member Gartin inquired if the data will be shared with the public. Ms. Schildroth stated that it may be, but there is so much information and United Way is trying to figure out the best way possible to make the information available so it is meaningful and people are not drawing their own

conclusions.

Central Iowa Community Services (CICS) are exclusive to funding mental health and disability services because of the statutory requirements the CICS Region has to adhere to. The CICS Regional Governing Board had decided to withdraw its funding from the ASSET process beginning in FY 2020/21. The primary reason for this decision is that most of the programs are funding through a fee-for-service arrangement. As a result of CICS withdrawing their funds there were three agencies that didn't submit any budget requests. It was asked which three agencies those were. Ms. Schildroth mentioned it was Eyerly Ball Mental Health Services, Friendship Ark Homes, and Mainstream Living.

The total of all the requests for FY 2020/21 was \$4,859,069 and the total funds available from all funders was \$4,535,303. The request of the City's funds was \$1,625,097 and that was a little over 33% of the total agencies' requests. The Council authorized \$1,524,850 for FY 2020/21 which was a 4% increase from the previous year. The volunteers' recommendations reflect the full allocation of the authorized amount. Ms. Schildroth mentioned that 93% of the requests from the agencies were funded for FY 2020/21. Council Member Beatty-Hansen wanted to know how that percentage varied from previous years. Assistant City Manager Schildroth stated that she would have to get that exact information, but it is typically between 90-95%.

Council Member Betcher mentioned that she is continually impressed with the process and the volunteers for ASSET. Ms. Betcher noted that she and Council Member Martin were at the joint funders meeting and all of the allocations were explained very well and believes things are going more smoothly since items were prioritized.

OUTSIDE FUNDING REQUESTS: Assistant City Manager Brian Phillips explained that the Council authorized a 4% increase for the portion of the Outside Funding Requests that come from Local Option Sales Tax. There were six organizations that requested funding through the Local Option Sales Tax and one of them was historically taken out of the Hotel/Motel Tax Fund. The requests were evaluated by a team of City staff members. Mr. Phillips pointed out that once the Council approves the funding, staff will put together contracts indicating the scope of services and then the contracts will be brought back to the Council in the spring for final approval.

Council Member Betcher stated that as a Council they are trying to be data driven and stated that the Ames Historical Society (AHS) has provided a lot of data, but are not given much money. She noted that Ames Main Street (AMS), which is doing a lot of good things Downtown, but when looking back at their funding requests it seems AMS is contracting to do less, but the Council is giving AMS more funding. Ms. Betcher explained she is trying to understand the balance. Mr. Phillips stated that he wanted to make clear that the 4% increase is spread across all the agencies and there are criteria that had to be met. He explained that requests were given preference if they involved activities that would otherwise be conducted by the City at a greater cost had a broad-based appeal to the community, provided a unique benefit or service, or pursued current City Council goals. Mr. Phillips explained that it is not an easy process and there is not a clear matrix. He noted that what is presented to the Council are just recommendations and the Council can make changes. Ms. Betcher stated she is concerned as every year they get Ames Main Streets numbers and they are not precise, and gave an example; that one year the Music Walk was going to cost thousands of dollars and the next year the cost is not that

much, yet the event is the same every year. She was struggling to understand the precision of the numbers as they were presented to the Council.

Council Member Corrieri stated that the application is not asking for a detailed breakdown of expenses. Mr. Phillips stated that for Outside Funding Requests staff had slimmed down the application process and the application does not have a lot of detail. He noted that the application asks the agencies how much they think it will cost to do to their event and if the amount sounded reasonable then that amount would be placed into their contract, but staff can change those numbers. Mr. Phillips gave the example that with AMS they will contract for certain events and then AMS will put on the event and when the event is over the City gives them a check for the dollar amount that was agreed upon. Council Member Beatty-Hansen asked if Council Member Betcher had noticed a discrepancy from year to year for the cost of an event. Ms. Betcher stated that the application doesn't list the event, but the general description is given. Council Member Betcher noted that when she looked back at 2018, Ames Main Street stated they were going to have 12 events and the total contract was \$54,000 and this budget year AMS is contracting for six events and some various other things and requesting \$60,000. Council Member Betcher explained she is trying to understand the big shift in the value of the events. Mr. Phillips noted that this year AMS did request a significant increase for beautification. It is believed that AMS is looking to hire an outside contractor for some of the work and also asking for one-time funds for replacement of promotional materials that have old branding on them. Mr. Phillips stated that if the Council had specific recommendations then those could be included in the contract.

Council Member Betcher stated she is interested in changing the percentages. Mayor Haila asked the Finance staff if there was enough money to add more to the Ames Historical Society or did the Council need to move money around. Council Member Betcher stated that instead of giving AMS a 3.1% increase she would recommend giving them a 4.97% increase, totaling an additional \$2,262. Staff is already recommending \$46,927 to AHS and the increase in percentage would give an additional \$847 to the Ames Historical Society. Council Member Gartin explained that they are spending a lot of time on something that is a small amount.

Moved by Betcher, seconded by Beatty-Hansen, to shift the allocation so that the Ames Historical Society gets a 4.97% increase and Ames Main Street gets 4% increase.

Council Member Corrieri asked if Council Member Betcher's motion could be separated into two different motions as she would vote differently on each one. City Manager Schainker asked for clarification on the exact dollar amount to be increased.

Motion withdrawn

Moved by Betcher, seconded by Beatty-Hansen, to increase the Ames Historical Society allocation by \$847.00 to make the total amount of \$47,774 to being allocated.

Council Member Martin noted that he has been on the Council for the past couple of years and remembers some of the conversations on this topic, but is uncomfortable getting too involved with the recommendation process. Mr. Martin will vote against any changes as he has not had any significant

time to do any research and doesn't feel qualified enough to make that type of decision.

Roll Vote: 3-3. Voting Aye: Betcher, Corrieri, Beatty-Hansen. Voting Nay: Gartin, Junck, Martin. Motion failed.

Council Member Betcher commented that she will not proceed with the second motion as she didn't believe it would pass.

PUBLIC INPUT ON CAPITAL IMPROVEMENTS PLAN (CIP) AND OPERATING BUDGET: Richard Deyo, 505-8th Street, #2, Ames, had a question about the Ames Citizen Institute opposed to the Ames Citizen Academy. He noted that when he listened to Assistant City Manager Phillips presentation the previous week, there was a program where citizens could get involved in the community. He noted he tried to apply to the Citizens Academy several years ago, but was turned down. Mr. Deyo explained that he opens the doors almost every day to citizens and they ask him questions all the time. He is not able to answer them and he felt the Citizens Academy would help him learn more.

AMENDMENTS TO THE 2020-25 CAPITAL IMPROVEMENTS PLAN (CIP): City Manager Steve Schainker noted that before the Council was the Capital Improvements Plan for the next five years. He noted that if the Council wanted to add or remove a project for the 2020-25 CIP that now would be appropriate. Mr. Schainker explained that if the Council wanted to add the Downtown Plaza CIP page they could, but the funding was not available when staff prepared the draft CIP budget. He mentioned that staff was able to find funding from a project in the FY 2019/20 budget that would have to be reallocated in order to have the \$200,000 available for the conceptual design work. It was noted that \$1,100,000 is already included in the General Fund for the project. In order to add the Downtown Plaza, funding would come from \$200,000 in FY 2020/21 from Local Options Sales Tax, \$700,000 in FY 2021/22 from General Obligation Bonds, \$700,000 FY 2022/23 from General Obligation Bonds, and the \$1,100,000 that is already in the General Fund for a total of \$2,700,000.

Moved by Corrieri, seconded by Beatty-Hansen, to add the Downtown Plaza Project to the CIP with a budget of \$2,700,000 as presented in the staff worksheet.

Council Member Gartin inquired about the use of a public restroom in the Downtown Plaza. Mr. Schainker mentioned that staff has not yet contemplated the actual features and that would be finalized after public input.

Council Member Gartin requested to add the friendly amendment to add the use of a public restroom in the Downtown Plaza area options.

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

Moved by Gartin, seconded by Beatty-Hansen, to approve the 2020-25 Capital Improvements Plan, as amended.

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

AMENDMENTS TO FY 2019/20 ADJUSTED BUDGET: City Manager Steve Schainker stated

there were some recommended changes to the budget from staff. Finance Director Duane Pitcher went over a few items on the list that will affect the fund sheets. He noted that these pages are already included in the budget. The changes were:

1. Enterprise - Water Utility: \$6,078,000 was removed from the Water Supply Expansion Project. The project is now funded by State Revolving Fund (SRF) bond proceeds and included in the Water Construction Fund. The changed balance for the Unreserved Fund balance went from \$3,046,906 to \$9,124,906.
2. Enterprise - Water Construction: Updated to reflect proceeds from the SRF borrowing, and the shift of the North River Valley Well Field project from the Water Fund to SRF and accounting for the project in the Water Construction Fund.
3. Enterprise - Sewer Improvements - Changes were made to reflect receipt of SRF Revenue. Projects listed in this fund have matching revenue and ending balance should be zero.
4. Enterprise - Storm Water Improvements - Changes were made to reflect receipt of SRF and Federal Grant Revenue. Projects listed in this fund have matching revenue and ending balance should be zero. There is a higher amount in the revenues for 2020/21 due to the Federal/State Grant of \$3,780,000 that was received for the Flood Mitigation - River Flooding. The revenue for the Grant matches the project expenses which will zero out the ending balance.

Mr. Pitcher presented overhead the Revenue Summary page which reflected all of the above changes, and the pages will be included in the final CIP book.

Moved by Martin, seconded by Corrieri, to adopt C1, C2, and C3 from the staff report which stated:

1. Add \$2,802,480 in carryover Water SRF revenue to match carryover project expenses and to offset FY 2018/19 expenses which have not yet been reimbursed.
2. Add \$7,828,170 in carryover Sewer SRF revenue to match carryover project expenses and to offset FY 2018/19 expenses which have not yet been reimbursed.
3. Add \$673,000 in carryover Storm Water Grant revenue to match carryover project expenses.

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

Council Member Betcher noted that when she spoke with City Manager Schainker he recommended that during this time she make her recommendation to add the Small Art Grant Pilot program for \$10,000 to the FY 2019/20 Adjusted Budget.

Moved by Betcher, seconded by Beatty-Hansen, to add the Small Art Grant Pilot program for \$10,000 to the FY 2019/20 Adjusted Budget.

Mr. Schainker stated that if this passes, the money would come out of the Council Contingency Fund. Staff had carried forward \$118,000 and the Council had obligated most of that balance, but there is \$38,471 still available, and as of July 1, 2020 another \$50,000 would be added to the Fund. He noted that if the Council was unable to accomplish the Small Art Grant Pilot program for the next fiscal year then the amount could be carried forward. Council Member Beatty-Hansen mentioned that the program would meet the Council's value of making Ames fun and vibrant. Ms. Betcher stated it is designed to support individual artists as opposed to art organizations that are covered by COTA. She recommended leaving the guidelines to the Public Art Commission to decide in the future.

Council Member Gartin explained that as much as he loves the idea of the program, he thinks it is going to be difficult on principle, and felt more money should be going to Auditorium relief. He was also apprehensive about the criteria.

Roll Call Vote: 5-1. Voting Aye: Beatty-Hansen, Betcher, Junck, Corrieri, Martin. Voting Nay: Gartin. Motion declared carried.

City Manager Schainker recommended that the Council to eliminate \$200,000 from the Local Option Tax Fund that was earmarked for FY 2019/20 from the North River Valley Parking lot.

Moved by Beatty-Hansen, seconded by Corrieri, to eliminate \$200,000 from the Local Option Tax Fund that was earmarked for FY 2019/20 for the North River Valley Parking lot.

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

Council Member Beatty-Hansen stated there was one item she wanted the Council to think about for the future and that was about \$30,000 that was to be given to the Library for the renovation of their doors and had wondered during the fund summary review why the Council wasn't using future library needs' money to pay for that since there is about \$180,000 available in that fund. She noted that using the money is not what she would be wanting to do this year, but in future years if the Council is looking for a project to fund and that amount is available then would recommend that the funds come out of the Library fund and use the funding for something else. Council Member Gartin mentioned that sounded fair and wanted to know why that is not already being done. Ms. Beatty-Hansen noted that if they did that this year it would come as a surprise to the Library. City Manager Schainker explained that the library has a new director, who was not as familiar with the balances and donations, and how the library should use the money. Mr. Schainker noted that he will be working with the Library Director as to the expectations for next year's budget season.

Moved by Corrieri, seconded by Betcher, to approve the Adjusted Budget for FY 2019/20, as amended, including interfund transfers.

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

AMENDMENTS TO PROPOSED FY 2020/21 BUDGET: Moved by Corrieri, seconded by Betcher, to add item's E 1-9 to the Amendments for the Proposed FY 2020/21 Budget, that state:

1. Add \$8,650,000 in Water SRF revenue to match SRF-funded CIP expenses
2. Add \$3,802,000 in Sewer SRF revenue to match SRF-funded CIP expenses
3. Add \$3,780,000 in Storm Water grant revenue to match grant-funded CIP expenses
4. Shift funding for the Water Supply Expansion project from the Water Utility Fund to SRF funding to match the 2020-25 CIP (\$6,078,000)
5. COTA: FY 2020/21 Budget \$183,898 - Recommended: \$183,898
6. ASSET: FY 2020/21 Budget \$1,524,850 - Recommended: \$1,524,850
7. Public Art: FY 2020/21 Budget \$46,000 - Recommended: \$46,000
8. Outside Funding Requests (funded through Local Option Sales Tax) FY 2020/21 Budget: \$205,373 - Recommended: \$205,374
9. AEDA Outside Funding Requests (funded through Local Option Sales Tax) FY 2020/21 Budget: \$0 - Recommended: \$15,000

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

Council Member Martin mentioned that the Council had the issue of the parking fund that will be discussed during the Council's Regular Council meeting, but if the Council wanted to put any funds aside for the parking fund then that would need to be done during the Amendments to the Proposed FY 2020/21 Budget. He noted that Assistant City Manager Brian Phillips had reached out to Ames Main Street (AMS) and the Campus Action Association(CAA) to get a total dollar amount they would be planning on using for parking in the upcoming year. The total that was given was \$5,738.

City Manager Steve Schainker asked the Council to refer to page 253 of the draft budget and explained that staff is recommending that the Council doesn't allocate it to the actual agency itself, but will have a transfer out amount of \$5,738 to the Parking Fund. Each time AMS and CAA will come before the Council for approvals and staff will remind the Council about the need to approve the transfer out.

Moved by Martin, seconded by Corrieri, to appropriate \$5,738 from the Local Option Sales Tax and transfer to the Parking Fund for the approved Special Events for Ames Main Street and the Campustown Action Association in FY 2020/21.

Council Member Gartin asked City Manager Schainker if the transfer of the Local Option Sales Tax to the Parking Fund for Special Events would be a reoccurring line item in the future. Mr. Schainker commented that would be a policy decision for the Council. This was the first time the Council had done this and there are other policy decisions that the Council will need to make to decide if going to continue to have the reoccurring line item. Council Member Gartin stated that the way the Council is treating the Local Option Sales Tax is unsustainable, and will adversely impact things that the community values, if the Council doesn't make a concerted effort to have a conversation about how the Local Option Sales Tax Fund is being utilized. He noted that the Council had been increasing their drawing down of the fund, faster than the fund is growing. Mr. Gartin mentioned he will support the motion, but wants to keep reinforcing this issue. Mr. Schainker explained that in November it would be a good time to revisit the use of the Local Option Sales Tax Fund before making any decisions with the FY 2021/22 budget. Mayor Haila inquired when the requests were due by AMS and CAA. Assistant City Manager Mr. Phillips stated that they send out letters to the agencies that have requested funding about six weeks before the November 15, 2020 deadline. Mr. Phillips noted that if going to alter the Outside Funding Requests Policy then needs to be done before any applications are sent out.

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

Council Member Martin noted that the Council had asked staff to research ways that the Auditorium could be made more affordable for nonprofit art's organizations. He explained that with the history of the auditorium, and the degree to which the community benefits from its use, the Council should provide a discount against the current rates for nonprofit art events.

Moved by martin, seconded by Junck, to adjust the budget to represent a 30% discount for nonprofit Arts Group, which corresponds to Option 2 on the staff memo in the amount of \$12,936 for both Community Arts and ISU Community Arts.

City Manager Schainker asked for clarification that the motion included both the Community Arts

groups and ISU. Parks and Recreation Director Keith Abraham clarified that would be any organization that would be considered an “art group” and there will be some criteria to meet. Mr. Schainker stated that his recommendation is to not take the funds out of a one-time balance as the city would be short revenue as staff had built in the higher rates. Property taxes would need to be increased to generate \$12,936. The amount would be very small and would be an additional .00016. The current recommended rate is \$10.12465, and if approved the rate will go to \$10.1468. The Council agreed as the increase would be less than a penny.

Council Member Gartin asked what the 30% reduction would come off of. Council Member Beatty-Hansen commented that it would be 30% off the rented space. Mr. Gartin inquired if this recommendation would the agencies have to pay more or less. Director Abraham stated that most of the art groups will see a decrease; however, Story Theater and Commotion Dance will see an increase since the extended use rate would no longer be offered and they would be charged hourly.

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

Moved by Beatty-Hansen, seconded by Corrieri, to add \$200,000 in Local Option Sales Tax to fund the design work for the Downtown Plaza Project.

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

Moved by Corrieri, seconded by Betcher, to approve the proposed budget for FY 2020/21, as amended, including interfund transfers.

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

SET PUBLIC HEARING DATE TO ADOPT A MAXIMUM CITY PROPERTY TAX LEVY FOR FY 2020/21: Finance Director Pitcher stated that there were a couple changes in the *Iowa Code* and Administrative Code, which is why it was requested to approve the budgets including the interfund transfers separately. Another change in the process is the need to set a date of public hearing for a Maximum Levy. Director Pitcher stated that the Council will need to set a date of public hearing for a Maximum Levy in the amount of \$6.99654.

Moved by Betcher, seconded by Beatty-Hansen, to set February 25, 2020, as the date of the public hearing, and to adopt a Maximum City Property Tax Levy of \$6.99654 for FY 2020/21.

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

SET MARCH 10, 2020, AS DATE OF FINAL PUBLIC HEARING ON ADJUSTED BUDGET FOR FY 2019/20: Finance Director Pitcher mentioned that the Council did not need to set the date of the final public hearing tonight, it could be done at the February 25, 2020 meeting. No further action was taken.

REGULAR MEETING OF THE AMES CITY COUNCIL

CONSENT AGENDA: Mayor Haila mentioned that Item 17a, Resolution accepting transfer of right-of-way (Quit Claim Deeds) was pulled by staff as the item was not necessary. Council Member Martin

requested to pull for separate discussion Item No. 2, Minutes of the Regular Meeting held January 28, 2020, and Special Meetings held January 21, January 31, February 4, February 5, February 6, 2020.

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

1. Motion approving payment of claims
2. Motion approving Report of Change Orders for January 16 - 31, 2020
3. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class E Liquor License with Class B Wine Permit, Class C Beer Permit (Carryout Beer), and Sunday Sales - Wal-Mart Supercenter 4256, 534 South Duff Ave
 - b. Class C Liquor License with Outdoor Service and Sunday Sales - Buffalo Wild Wings, 400 South Duff Avenue
 - c. Special Class C Liquor License with Outdoor Service and Sunday Sales - Stomping Grounds, 303 Welch Ave.
 - d. Special Class C Liquor License with Sunday Sales - Wing Stop, 703 South Duff Ave #101
4. RESOLUTION NO. 20-056 approving 2019 Resource Recovery Plant Annual Report
5. RESOLUTION NO. 20-057 approving Encroachment Permit for a sign at 127 Welch Avenue
6. RESOLUTION NO. 20-058 approving Professional Services Agreement with Bolton & Menk for FY 2020/21 Airport Improvements (Electrical Vault) at a not-to-exceed cost of \$64,000
7. RESOLUTION NO. 20-059 approving preliminary plans and specifications for East Hwy 30 Force Main Improvements Project; setting March 11, 2020, as bid due date and March 24, 2020, as date of public hearing
8. RESOLUTION NO. 20-060 approving preliminary plans and specifications for Unit 8 - Precipitator Roof Repair and Replacement; setting March 11, 2020, as bid due date and March 24, 2020, as date of public hearing
9. RESOLUTION NO. 20-061 approving preliminary plans and specifications for Boiler Tube Spray Contract; setting March 11, 2020, as bid due date and March 24, 2020, as date of public hearing
10. RESOLUTION NO. 20-062 approving preliminary plans and specifications for University Apartments - Electric Service Replacement; setting March 12, 2020, as bid due date and March 24, 2020, as date of public hearing
11. 2018/19 Sanitary Sewer Rehab (Wilson & 15th Street):
 - a. RESOLUTION NO. 20-063 Approving Change Order No. 2 with Synergy Contracting, LLC
 - b. RESOLUTION NO. 20-064 accepting completion
12. RESOLUTION NO. 20-065 accepting completion of Continuous Emissions Monitoring System Replacement Project
13. RESOLUTION NO. 20-066 accepting completion of public improvements and releasing security being held for Quarry Estates Subdivision, 1st Addition, Conservation Maintenance
14. RESOLUTION NO. 20-067 accepting completion of public improvements and releasing security being held for Iowa State University Research Park, 3rd Addition, Phase IV
15. Plat of Survey for 2212 Oakwood Road and Parcel "E:"
 - a. RESOLUTION NO. 20-068 accepting transfer of right-of-way (Quit Claim Deed)
 - b. RESOLUTION NO. 20-069 approving Plat of Survey
16. Plat of Survey for 301 and 315 South 16th Street and 1505 Buckeye Avenue:
 - a. RESOLUTION NO. 20-070 accepting transfer of right-of-way (Quit Claim Deeds)
 - b. RESOLUTION NO. 20-071 approving Plat of Survey

Roll Call Vote: 6-0. Resolutions/Motions declared adopted/approved unanimously, signed by the

Mayor and hereby made a portion of these Minutes.

MINUTES OF REGULAR MEETING HELD JANUARY 28, 2020, AND SPECIAL MEETINGS HELD JANUARY 21, JANUARY 31, FEBRUARY 4, FEBRUARY 5, FEBRUARY 6, 2020: Council Member Martin commented that he pulled the Minutes due to the request that was placed around the dais to approve the Amended Minutes of January 28, 2020.

Moved by Martin, seconded by Gartin, to approve the Minutes that are before them as amended.

Mayor Haila inquired as to what Minutes were being amended since there were several meeting Minutes needing approval.

Motion withdrawn.

Moved by Martin, seconded by Betcher, to approve all the meeting Minutes except January 28, 2020, and then approve the January 28, 2020, meeting Minutes, as amended below.

1. Under the Conference Board Comments, clarifications were needed pertaining to the comments and motions made. The paragraphs have been corrected to read as follows: “Council Member Martin noted that he wanted to go back to the merit portion of the salary increases. He said he respects the work of the City Assessor’s Office and just has a process question. Mr. Martin stated that the City Council hires the City Manager, and they have a process for evaluating the City Manager’s raises; whereas, the City Manager determines the merit pool for his employees.

Council Member Gartin asked to clarify how Mr. Martin would want to do something different. Mr. Martin replied that, right now, he is just wanting to know how the evaluations are done. The report could include a recommendation, but right now, there is not any clarity on how evaluations are even being done.

Ms. Corrieri stated that there is not a formal review process. The Mini Board meetings once a year. The budget is approved and it includes merit increases and cost-of-living increases; that is the process. If they want to talk about a review process, the Mini Board could, but would have to meet outside of its once-a-year cycle.

Nevada School Board Member Joe Anderson asked to know who comprises the Mini Board as it was his impression that all members of the Conference Board are invited to be part of the Mini Board. Mayor Haila stated that each member is appointed. Mr. Anderson asked how it was set up and who set it up that way. He noted that he was not aware of any legal basis of the Mini Board. Council Member Corrieri stated that the Mini Board just makes recommendations, and those are brought to the full Conference Board for consideration. City Assessor Greg Lynch noted that it might have been set up originally to minimize the amount of conversation during the full Conference Board meetings. Mayor Haila explained that he would have the City Clerk get the history of how it was set up and have it sent out to the Conference Board.

Council Member Betcher inquired if what Ms. Corrieri explained answered Council Member

Martin's motion.

Moved by Martin, seconded by Olson, to amend the motion by adding to the scope of the report recommendations for changing the process of evaluation.

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

Vote on Motion, as amended: 3-0. Motion declared carried unanimously."

2. The motion under the "Ames Comprehensive Plan 2040 Preferred Land Use Scenerios" was incorrect and has been corrected to read: "Moved by Martin, seconded by Junck, that subject to significant community input during the development of our Climate Action Plan, and aiming for broad community support for its recommendations, it's the City's intent to develop and implement a Climate Action Plan to address the climate crisis; furthermore, the City intends to amend its Comprehensive Plan as may be appropriate in order to be consistent with the Climate Action Plan."

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

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

POLICY REGARDING PARKING METER WAIVERS FOR SPECIAL EVENTS: Assistant City Manager Brian Phillips explained that at the January 28, 2020, City Council meeting, the Council had directed staff to prepare a Parking Meter Waiver Policy for Special Events. Based on the Council discussion at that meeting, a proposed Policy would be that metered parking fees will not be waived for Special Events. Any event organizers intending to provide free parking or to close metered parking spaces must reimburse the City's Parking Fund for the lost revenue. The City Council may consider waivers to the Policy on a case-by-case basis for parking spaces that are obstructed by the event area (not for area-wide free parking). The City Council also gave direction to plan for Ames Main Street (AMS) and Campustown Action Association (CAA) to receive funds in the Outside Funding Request contracts, so they may reimburse the lost parking meter revenue for their planned event.

Mr. Phillips stated that for smaller events that are requesting only a handful of parking spaces, the Council may approve waiving those requests on a case-by-case basis. Mr. Phillips mentioned that there are three requests after this topic, and staff is recommending that for Music Walk and Art Walk the Council go ahead and approve the waiver requests as the events are before the proposed Policy effective date of July 1, 2020, and the other request, Summer Sidewalk Sales, will take place after July 1, 2020, and the Council had already allocated funding in the budget for this waiver and to follow the new Policy.

Mayor Haila opened public comment. No one came forward to speak.

Moved by Martin, seconded by Beatty-Hansen, Resolution No. 20-072 adopting the Policy, effective July 1, 2020, that metered parking fees will not be waived for special events. Any event organizers intending to provide free parking or to close metered parking spaces must reimburse the City's Parking Fund for the lost revenue. The City Council may consider waivers to this Policy on a case-by-case basis for parking spaces that are obstructed by the event area (not for area-wide free parking).

Council Member Gartin stated that there is no consistent way that waiving parking meter fees is done, and the material that was provided previously shows that cities all around Iowa handle the waiver of parking meter fees differently. Mr. Gartin noted there is not a right or wrong way of waiving parking meter fees, and he felt that the system the Council was using was working well. He commented that after tonight's budget wrap-up, it seems the Council is taking money out of one pocket and moving it into another. He, therefore, will be voting against the motion.

Roll Call Vote: 5-1. Voting Aye: Junck, Corrieri, Martin, Beatty-Hansen, Betcher. Voting Nay: Gartin. Resolution declared adopted, signed by the Mayor and hereby made a portion of these Minutes.

Council Member Martin stated that for this year the Council made an exception to how everything was done, but when going into the Outside Funding process next year, he would like to see that all of the applicants are very clear in what they are asking for in terms of parking support from the City and compete equally with the applicants' other requests, so they can be evaluated against other organizations requests.

Moved by Martin, seconded by Beatty-Hansen, to ask staff to update the Outside Funding Request Guidelines to have applicants account for all amounts they are asking the City to cover for parking whether for obstructed parking spaces or not.

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

REQUEST FROM AMES MAIN STREET (AMS) FOR MUSIC WALK ON THURSDAY, APRIL 23, 2020 (TABLED FROM JANUARY 14, 2020): Moved by Betcher, seconded by Beatty-Hansen, to adopt RESOLUTION NO. 20-073 approving the waiver of parking meter fees and enforcement, usage and waiver of electrical fees, and waiver of a fee for a blanket Vending License for Ames Main Street from 3:00 p.m. to 9:00 p.m.

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

REQUEST FROM AMES MAIN STREET (AMS) FOR ART WALK ON THURSDAY, JUNE 4, 2020 (TABLED FROM JANUARY 14, 2020): Moved by Betcher, seconded by Beatty-Hansen, to adopt RESOLUTION NO. 20-074 approving the waiver of parking meter fees and enforcement, usage and waiver of electrical fees, and waiver of a fee for a blanket Vending License for Ames Main Street from 3:00 p.m. to 8:30 p.m.

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

REQUEST FROM AMES MAIN STREET (AMS) FOR SUMMER SIDEWALK SALES ON SATURDAY, JULY 25, 2020 (TABLED FROM JANUARY 14, 2020): Moved by Betcher, seconded by Beatty-Hansen, to adopt RESOLUTION NO. 20-075 approving the suspension of parking regulations and enforcement in Downtown from 8:00 a.m. to 8:00 p.m. and require reimbursement for parking meter fees from the Local Option Sales Tax fund.

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

CLARIFICATION ON MOTION REGARDING GROWTH SCENARIOS IN THE AMES 2040

PLAN: Mayor Haila mentioned that he believed that there are a few people in the audience who were interested in this item and he wanted to make it clear that there will be no public comment. The item is only to get clarification on a previously made motion.

City Manager Steve Schainker stated that on January 28, 2020, there were two motions made. The first motion called for the inclusion of the Tier 1 areas in all directions, and that motion passed 4-2. The second motion directed staff and the consultants to incorporate the Tier 2 areas in the South and West, and that motion passed 6-0. Mr. Schainker noted that after the Council meeting, he spoke to a few Council Members, and even though the second motion passed 6-0, it became apparent that there was not an agreement on what the Council voted on and what “West” actually meant. He noted it was very confusing with the terminology that was used and some people thought when they voted on West, it included both areas north and south of Highway 30 and others thought it meant north of Highway 30.

Council Member Gartin inquired as to how the Council could undo a vote that was 6-0. City Attorney Mark Lambert stated that the Council will need to make a motion to reconsider the previous motion that was made on January 28, 2020.

Council Member Corrieri noted that she had made the original motion and it was her intent to include the Southwest area. Council Member Betcher commented that she had seconded the motion and her intent was not to include the Southwest area.

Moved by Betcher, seconded by Martin, to reconsider the motion made on January 28, 2020, to direct staff to incorporate in planning Tier 2 growth area in the west and south.

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

Council Member Beatty-Hansen explained that when she voted on the motion she understood the motion to be west both north and south of Highway 30, and with that being said she likes the prospects that are north of Highway 30 a little better, and would be supportive of west, north of Highway 30.

Council Member Junck mentioned that the way she had seen the material broken out, it was always southwest separate from south and west and that was how she understood in the original vote. Her similar thought now would be to support west growth, north of Highway 30. Council Member Betcher commented that she had the same understanding as Council Member Junck.

Moved by Betcher, seconded by Beatty-Hansen, to incorporate into the planning, the growth areas in the south and the west, north of Highway 30, also known as Tier 2.

Council Member Gartin wanted to know if there were any advantages, from a development perspective, for deploying infrastructure in the west both north and south of Highway 30. Mr. Diekmann explained that one unique issue is the sanitary sewer. The area in the west, between Lincoln Way and the railroad tracks, staff believes ties into sewer systems that exist in the City already, but at some point, there would be a need for more sewer capacity to see the full build-out of the area. If the Council wanted to intensify the west area, north of Highway 30, staff would have to come around from the south, but that would be a long-term issue. Council Member Gartin inquired if the City just went

with the development west and north of Highway 30, and at a later point, added the southwest for Tier 2, would the City be any worse off if the infrastructure was deployed separately as opposed to the same time. Council Member Beatty-Hansen commented that to some extent it is unknown as the work hasn't been completed. Mr. Diekmann stated that the true north of Highway 30 build-out is not something that can be commented on at this time as it is undetermined; there are a lot of "what if's" right now.

Mayor Haila noted that the motion is to approve west, north of Highway 30, and this would not preclude anyone from coming to the City in the future and asking to be annexed in the south area of Highway 30. Director Diekmann commented that would be something that the Council would need to give staff direction on. He would propose that the Council set up a policy regarding what their conditions would be to annex. He noted that on January 28, he mentioned that there were other pieces of land that touch the City that were not in a growth area that could be easily annexed if the developer or property owner wanted to do that. The Council would need to write a policy that either says you would have to be in a growth area or meet certain circumstances to be annexed into the City.

Mayor Haila asked Mr. Diekmann to explain why he would like the motion to pass. Director Diekmann explained that the motion will help staff and RDG give the Council a full calculation of what areas could yield, for housing and commercial, and how staff would want to create policies to help prioritize the layout of the areas. Mayor Haila stated he wanted to make it clear to everyone that something could still change in another 30 years. Mr. Diekmann stated that would be correct unless there is a black and white policy of what can and can't be done. Council Member Corrieri mentioned that the Council is just reserving the area. Mayor Haila commented that at this point in time the focus is north of Highway 30.

Council Member Betcher asked if there was any projection as to when the City would hit the Tier 2 areas. Mr. Diekmann stated that would be impossible to know at this time as it is unknown what area the market would move to.

Council Member Beatty-Hansen stated that all Tier- 1's are already projected at 15,000. Mr. Diekmann stated that is a rough estimate, and staff will be correcting the numbers in an upcoming report.

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

Moved by Gartin, seconded by Corrieri, to deploy Tier 2 to the Southwest growth area, the area south of Highway 30.

Council Member Gartin stated that they gave the Council the opportunity to vote on the area north of Highway 30 and now wanted to give the Council the option to vote on the area south of Highway 30. Council Member Beatty-Hansen stated she had previously voted aye, but she had a misunderstanding of the area and would vote against this as she would like to concentrate on the north side.

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

URBAN REVITALIZATION APPLICATIONS FOR 415 STANTON AVENUE AND 201 GRAY AVENUE FOR TAX EXEMPTION: Moved by Gartin, seconded by Beatty-Hansen, to adopt RESOLUTION NO. 20-076 approving the Urban Revitalization Applications for 415 Stanton Avenue and 201 Gray Avenue for tax exemption.

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

AMENDMENT TO THE PURCHASE AGREEMENT WITH HABITAT FOR HUMANITY OF CENTRAL IOWA GRANTING A TIME EXTENSION TO THE CONSTRUCTION COMPLETION DATE AND THE CLOSING DATE FOR THE PROPERTY AT 3305 MORNINGSIDE STREET: Moved by Beatty-Hansen, seconded by Martin, to adopt RESOLUTION NO. 20-077 approving the Amendment to the Purchase Agreement with Habitat for Humanity of Central Iowa granting a time extension for the construction completion date and the closing date for the property at 3305 Morningside Street.

Council Member Betcher made a friendly amendment for construction to be completed on or before May 31, 2020, and the closing to be completed on or before June 30, 2020.

Roll Call Vote: 5-0-1. Voting Aye: Junck, Corrieri, Martin, Beatty-Hansen, Betcher. Voting Nay: None. Abstaining due to Conflict of Interest: Gartin.

Resolution declared adopted, signed by the Mayor, and hereby made a portion of these Minutes.

PROPOSED 2020-21 ANNUAL ACTION PLAN PROGRAM PROJECTS AND PROPOSED BUDGET IN CONNECTION WITH THE CITY'S COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAMS: Housing Coordinator Vanessa Baker-Latimer mentioned that it is that time of year again and staff is working on the 2020-25 Action Plan. She commented that normally they try to combine the Council and the public together to talk about what everyone's priorities are, but with the completion of the Consolidated Plan, the goals are outlined for the next five years. In addressing the 2020-21 Annual Action Plan projects, staff is proposing the following program projects for consideration:

1. Utilize both CDBG and HOME funds to complete the 321 State Avenue Subdivision, which will include public infrastructure and new home construction.
2. Homebuyer Down Payment and Closing Cost Assistance Program.
3. Utilize CDBG to acquire, demolish, or rehabilitate deteriorated housing citywide; to then sell or transfer the lots or houses to nonprofit housing organizations to provide to low-income households for rent or purchase. Note that this program could assist in converting single-family rental properties back to single-family home ownership.
4. Utilize CDBG funds to complete the Shared Use Bike Path installation authorized by a recent Action Plan Amendment.

Council Member Betcher inquired if the Congress is targeting the CDBG programs again. Ms. Baker-Latimer stated that she received an email earlier that mentioned that the President is proposing to eliminate both the CDBG and HOME programs.

Mayor Haila mentioned that the staff report states "the major difference from 2014-19 data, is that the

cost of housing is now #1 and the availability of housing is #2,” and wanted to confirm that the change in the Fair Housing Impediments Study Barrier and Needs priorities are correct. Ms. Baker-Latimer explained that she will need to double check to make sure the priorities switched.

Mayor Haila questioned the HOME Home-ownership Construction Program that is budgeted at \$1,285,452 and inquired if the money could be used for single-and multi-family homes. Ms. Baker-Latimer explained that it was her understanding that HOME funds could be used for single-family construction and multi-family construction, but she is not sure if multi-family meant duplexes or townhomes. She will need to clarify that distinction and let the Council know.

Mayor Haila asked if there was anyone wishing to speak on this item. No one came forward to speak.

Moved by Betcher, seconded by Corrieri, to adopt RESOLUTION NO. 20-078 approving the Proposed 2020-21 Annual Action Plan Program Projects and Proposed Budget in connection with the City’s Community Development Block Grant program, as outlined above, and direct staff to host public forums for citizen input and feedback prior to finalizing the draft 2020-21 Annual Action Plan.

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

FEMA GRANT FUNDING AGREEMENT WITH THE IOWA DEPARTMENT OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT FOR FLOOD MITIGATION - RIVER FLOODING PROJECT: Municipal Engineer Tracy Warner mentioned that staff had received the good news that their nationally competitive grant to FEMA for the Flood Mitigation project in the South Duff area had been approved. The item before Council is the Agreement for the Flood Mitigation project. Once the Agreement is approved by the Council it will be sent to Iowa Homeland Security for their signatures. Once everything is signed, staff can begin on the final design and start on land acquisition and negotiations with property owners.

City Manager Steve Schainker stated that this project is crucial to reduce flooding on South Duff. It is in keeping with the Council’s goals.

James Howe, 811 South Duff Avenue, Ames, stated that he owns Howe Welding and Metal Fabrication on South Duff. He noted that his business is always one of the first to flood. Mr. Howe wanted to make sure that all the correct people are involved in the process during this project as any changes will affect the neighbors downstream and many trees will need to be removed. He explained that he would like to make sure there is involvement with the property owners downstream.

Ms. Warner commented that staff will be reaching out to the property owners and will be having public input as there are some misunderstandings and questions about what is going to be done. They will be using bioengineering measures, both rock and native plants, to stabilize the banks. She noted that the bioengineering measures have already been used in Ames at Squaw Creek just east of Lincoln Way, and the resiliency is one of the reasons that the City was approved.

Mayor Haila asked if there was going to be any work on the South Duff Bridge by the Iowa Department of Transportation in the future. Ms. Warner explained that staff is opening a lot of the

excess sediment that is there and opening the channel capacity. The modeling is showing this has not affected anyone downstream. The IDOT had mentioned that it is looking to widen the Highway 30 bridges in 2023, but nothing on South Duff.

Moved by Junck, seconded by Beatty-Hansen, to adopt RESOLUTION NO. 20-079 approving the FEMA Grant Funding Agreement with the Iowa Department of Homeland Security and Emergency Management for the Flood Mitigation - River Flooding Project.

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

HEARING ON THE 2019/20 TRAFFIC SIGNAL PROGRAM (LINCOLN WAY & BEACH AVENUE): The Mayor opened the public hearing and asked if there was anyone wishing to speak. The Mayor closed the hearing when no one came forward.

Moved by Beatty-Hansen, seconded by Betcher, to accept the report of no bids and to modify the completion date and bring new plans and specifications to a future meeting.

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

ORDINANCE REZONING 2800 E. 13TH STREET FROM AGRICULTURAL “A” TO GENERAL INDUSTRIAL “GI”: Moved by Betcher, seconded by Beatty-Hansen, to pass on second reading an Ordinance rezoning 2800 E. 13th Street from Agricultural “A” to General Industrial “GI.”

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

DISPOSITION OF COMMUNICATIONS TO COUNCIL: Mayor Haila noted that the first item was a memo from Kelly Diekmann, Planning and Housing Director, on a request to initiate a Land Use Policy Plan Amendment for a property located at 802 Delaware Avenue.

Moved by Corrieri, seconded by Beatty-Hansen, to put the request to initiate a Land Use Policy Plan Amendment for the property located at 802 Delaware Avenue on a future Agenda.

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

Mayor Haila stated that the second request was a letter from Gerry Peters, Director of Facilities Planning and Management for the Ames Community School, for a building fee variance for the new high school.

Council Member Gartin inquired if there was any history regarding how the Council had handled similar requests in the past. City Manager Steve Schainker commented that he believes the schools have paid for them in the past and a discount had not been given. Mr. Schainker noted that even the City of Ames does not give a discount for its own building permits, however; he believes there was one exception where a fee was waived. It was when the Economic Development Commission put together the \$1 million hangar and that was the City’s contribution to the project.

Moved by Betcher, seconded by Corrieri, to not take action on the request from Gerry Peters and asked the Mayor to communicate that the Council is not interested.

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

The next item was a memo from John Joiner, Director of Public Works, providing an update on the Inclusive Crosswalk located at 5th Street and Douglas Avenue. Mr. Schainker explained that this project had already been bid before to use permanent thermoplastic paint. The bids came back too high, and it was decided to use non-specialty paint. Staff had sent out a new Request for Quotes (RFQ) in November 2019, as directed by City Council, and the one quote that came back was even higher than before. Mr. Schainker stated it is staff's recommendation to not try the thermoplastic, but to continue to paint the stripes as needed and use volunteers if possible. The Council agreed with staff's recommendation

The next request was a letter from Lois Lehmkuhl requesting that a traffic study be done on the section of Stange Road from Harrison Road to Weston. Mr. Schainker recommended referring this item to the Traffic Engineer to do the traffic study.

Moved by Gartin, seconded by Martin, to direct staff to conduct a traffic study in the area they think would warrant a study in traffic patterns.

Motion withdrawn.

Moved by Corrieri, seconded by Gartin, to ask the Traffic Engineer to do a traffic study of the area north of Aspen and Somerset until Stange ends in Northridge Heights in the 35-mph zone.

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

The last item was a letter from a student, Malachi Rothlisberger, requesting an ordinance change to allow parking of vehicles in the front yard with conditions.

Moved by Martin, seconded by Beatty-Hansen, to write a letter to the requestor thanking him for the letter, but advising that the Council will not be taking any action.

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

COUNCIL COMMENTS: Council Member Junck mentioned that the Council has talked a little bit about the Inclusive Crosswalk potentially expanding to the Campustown area in the future. She would be interested in talking about that topic after the Welch Avenue project is completed.

Council Member Martin inquired when the Council would discuss how they should approach how to do the Climate Action Plan. The funding is in process, but they need to decide what the next steps would be. City Manager Schainker explained that normally the City would take proposals from consulting firms with ideas about obtaining public input etc. He recommended that the Council get involved, and if there are certain elements the Council Members are wanting to be included, to let him. He will see that the elements are included in the draft Request for Proposals (RFP).

ADJOURNMENT: Moved by Beatty-Hansen to adjourn the meeting at 7:48 p.m.

Amy L. Colwell, Deputy City Clerk

John A. Haila, Mayor



REPORT OF CONTRACT CHANGE ORDERS

Period:	<input checked="" type="checkbox"/>	1 st – 15 th
	<input type="checkbox"/>	16 th – End of Month
Month & Year:	February 2020	
For City Council Date:	February 25, 2020	

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	Steam Turbine No. 7 Parts Procurement	10	\$265,694.00	Argo Turboservice Corporation	\$90,201.04	\$6,000.00	B. Phillips	JN
Electric Services	Steam Turbine No 7 Parts Procurement	4	\$114,613.67	Mechanical Dyanmics & Analysis	\$25,322.75	\$-8,931.87	C. Spence	JN
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		

COUNCIL ACTION FORM

SUBJECT: GOVERNOR'S TRAFFIC SAFETY BUREAU ENFORCEMENT GRANT PROGRAM

BACKGROUND:

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

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

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

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

- To pay officers at an overtime rate,
- To replace an in-car video camera,
- To fund acquisition of a Preliminary Breath Test (PBT) device,
- To send an officer to an annual national traffic safety conference.

There is no local match required with this grant.

ALTERNATIVES:

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

CITY MANAGER'S RECOMMENDED ACTION:

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

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

Name of Applicant: <u>GB License, LLC</u>		
Name of Business (DBA): <u>goPuff</u>		
Address of Premises: <u>615 S Dayton Avenue</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50010</u>
Business	<u>(203) 561-2484</u>	
Mailing	<u>537 N 3rd St</u>	
City <u>Philadelphia</u>	State <u>PA</u>	Zip: <u>19123</u>

Contact Person

Name <u>Maria Blake</u>	
Phone: <u>(484) 352-3079</u>	Email <u>beverages@gopuff.com</u>

Classification Class E Liquor License (LE)

Term:12 months

Effective Date: 03/12/2020

Expiration Date: 01/01/1900

Privileges:

Class B Wine Permit

Class C Beer Permit (Carryout Beer)

Class E Liquor License (LE)

Sunday Sales

Status of Business

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

Ownership

Rafael Ilishayev

First Name: <u>Rafael</u>	Last Name: <u>Ilishayev</u>	
City: <u>Philadelphia</u>	State: <u>Pennsylvania</u>	Zip: <u>19107</u>
Position: <u>CEO</u>		
% of Ownership: <u>0.00%</u>	U.S. Citizen: <u>Yes</u>	

Yakir Gola

First Name: <u>Yakir</u>	Last Name: <u>Gola</u>	
City: <u>Philadelphia</u>	State: <u>Pennsylvania</u>	Zip: <u>19107</u>
Position: <u>President</u>		
% of Ownership: <u>0.00%</u>	U.S. Citizen: <u>Yes</u>	

Insurance Company Information

Insurance Company: Hartford Fire Insurance Company

Policy Effective Date: 03/12/2020

Policy Expiration 01/01/1900

Bond Effective 2

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:

Name of Applicant: <u>City of Ames</u>		
Name of Business (DBA): <u>Homewood Golf Course</u>		
Address of Premises: <u>401 E. 20th St.</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50010</u>
Business	<u>(515) 239-5363</u>	
Mailing	<u>1500 Gateway Park Hills Dr.</u>	
City <u>Ames</u>	State <u>IA</u>	Zip: <u>50014</u>

Contact Person

Name	<u>Nate Pietz</u>		
Phone:	<u>(515) 290-8847</u>	Email	<u>npietz@cityofames.org</u>

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

Term: 8 months

Effective Date: 03/18/2020

Expiration Date: 01/01/1900

Privileges:

Class B Beer (BB) (Includes Wine Coolers)

Outdoor Service

Sunday Sales

Status of Business

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

Ownership

Steve Schainker

First Name:	<u>Steve</u>	Last Name:	<u>Schainker</u>	
City:	<u>Ames</u>	State:	<u>Iowa</u>	Zip: <u>50010</u>
Position:	<u>Recreation Manager</u>			
% of Ownership:	<u>0.00%</u>	U.S. Citizen:	<u>Yes</u>	

Nathan Pietz

First Name:	<u>Nathan</u>	Last Name:	<u>Pietz</u>	
City:	<u>Ames</u>	State:	<u>Iowa</u>	Zip: <u>50010</u>
Position:	<u>Recreation Manager</u>			
% of Ownership:	<u>0.00%</u>	U.S. Citizen:	<u>Yes</u>	

Insurance Company Information

Insurance Company:	<u>Iowa Communities Assurance Pool</u>
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Insurance Company: Iowa Communities Assurance Pool

Policy Effective Date: 03/18/2020

Policy Expiration 11/17/2020

Bond Effective

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:

Name of Applicant: El Azteca, Inc.
Name of Business (DBA): El Azteca
Address of Premises: 1520 S. Dayton Ave
City Ames County: Story Zip: 50010
Business (515) 232-0116
Mailing 1520 S. Dayton Pl
City Ames State IA Zip: 50010

Contact Person

Name Alfonso Contreras
Phone: (515) 451-5608 Email albert2113@hotmail.com

Classification Class C Liquor License (LC) (Commercial)

Term: 12 months

Effective Date: 03/15/2020

Expiration Date:

Privileges:

Class C Liquor License (LC) (Commercial)

Status of Business

BusinessType: Privately Held Corporation
Corporate ID Number: XXXXXXXXXX Federal Employer ID XXXXXXXXXX

Ownership

Alfonso Contreras

First Name: Alfonso Last Name: Contreras
City: Ames State: Iowa Zip: 50010
Position: Owner
% of Ownership: 100.00% U.S. Citizen: Yes

Insurance Company Information

Insurance Company: Allied Insurance
Policy Effective Date: 03/15/2020 Policy Expiration 10/31/2020
Bond Effective Dram Cancel Date:
Outdoor Service Effective Outdoor Service Expiration
Temp Transfer Effective Temp Transfer Expiration Date:

To: Mayor John Haila and Ames City Council Members
From: Lieutenant Tom Shelton, Ames Police Department
Date: February 11, 2020
Subject: Beer Permits & Liquor License Renewal Reference City Council Agenda

The Council agenda for February 25, 2020 includes beer permits and liquor license renewals for:

- Class C Liquor License with Outdoor Service and Sunday Sales - Coldwater Golf Links, 1400 S. Grand Avenue
- Class E Liquor License with Class B Wine Permit, Class C Beer Permit (Carryout Beer), and Sunday Sales - Kum & Go # 113, 2801 E 13th St
- Class E Liquor License with Class B Wine Permit, Class C Beer Permit (Carryout Beer), and Sunday Sales - Kum & Go # 227, 2108 Isaac Newton Dr
- Class A Liquor License with Outdoor Service and Sunday Sales - Elks Lodge, 522 Douglas
- Special Class C Liquor License - The Spice Thai Cuisine, 402 Main Street
- Class C Beer Permit with Class B Native Wine Permit and Sunday Sales - Swift Stop #4, 1118 S Duff
- Class C Beer Permit with Class B Wine Permit and Sunday Sales - Swift Stop #5, 3218 Orion Street
- Class E Liquor License with Class B Wine Permit, Class C Beer Permit (Carryout Beer), and Sunday Sales - CASEY'S GENERAL STORE #2905, 3612 STANGE RD
- Class B Beer with Sunday Sales - Pizza Pit Extreme, 207 Welch Ave.
- Class E Liquor License with Class B Wine Permit, Class C Beer Permit (Carryout Beer), and Sunday Sales - Sams Club #6568, 305 Airport Rd

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.

- Class C Liquor License with Outdoor Service and Sunday Sales - BN'C Fieldhouse, 206 Welch Avenue

A review of police records for the past 12 months found 1 liquor law violation for the above location. Information regarding the arrest indicates the female had a fake ID in her possession.

The Police Department will continue to monitor the above location by conducting regular foot patrols, bar checks and by educating the bar staff through trainings and yearly meetings. The Ames Police Department recommends renewal of licenses for the above business.

COUNCIL ACTION FORM

SUBJECT: **CITY OF AMES APPOINTMENT TO CENTRAL
IOWA REGIONAL HOUSING AUTHORITY
(CIRHA) BOARD OF COMMISSIONERS**

BACKGROUND:

In March 2011, the City Council approved a 28E intergovernmental agreement with Central Iowa Regional Housing Authority (CIRHA) to operate and administer the City's Section 8 Housing Choice Voucher Program within the Ames jurisdiction. As part of the 28E agreement, the City Council authorized the Mayor to appoint a member and an alternate to represent the City on CIRHA's Board of Commissioners.

At the October 22, 2013, City Council meeting, Housing Coordinator Vanessa Baker-Latimer was appointed as the primary representative for Ames/Story County on CIRHA's Executive Board of Commissioners. Her current term has expired and she needs to be reappointed. CIRHA's Bylaws were amended in 2019, and now the City Council's appointee will only be representing the City of Ames, not the county. Staff is currently working to identify a person to serve as an alternate.

ALTERNATIVES:

1. Approve the appointment of Housing Coordinator Vanessa Baker-Latimer as the primary Board Member Representative to the CIRHA Executive Board of Commissioners for the City Ames.
2. Appoint a different representative for the City of Ames on the CIRHA Executive Board of Commissioners.

CITY MANAGER'S RECOMMENDED ACTION:

Vanessa Baker-Latimer has served as the City's representative on the CIRHA board since 2013. A representative must be appointed to effectively represent the City on this board.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, thereby appointing Vanessa Baker-Latimer, Housing Coordinator, as the primary Board Member representative to the CIRHA Executive Board of Commissioners for the City of Ames.

COUNCIL ACTION FORM

**SUBJECT: SMALL CELL WIRELESS POLE ATTACHMENT AGREEMENT WITH
VERIZON WIRELESS LLC d/b/a VERIZON WIRELESS**

BACKGROUND:

Verizon Wireless (VAW) LLC d/b/a Verizon Wireless, Basking Ridge, New Jersey is a wireless carrier that is requesting to install, maintain, and operate wireless communications equipment on City utility poles. The equipment is known as “small cells.” **Siting of small cell wireless facilities on utility poles within public rights of way is regulated by a recently enacted Iowa State law (now incorporated into Chapter 8C of the Iowa Cell Siting Act) which gives wireless carriers certain privileges to site small cell wireless within city rights of way and on city structures.**

The City’s Electric utility maintains several thousand distribution and transmission poles. Other utilities and telecommunications providers routinely attach their cabling to these City-owned poles to deploy their infrastructure throughout the City. Verizon has indicated it would initially like to install six small cell wireless installations on Electric Services street light poles with future plans to expand that to an unknown quantity.

Verizon is primarily interested in siting these near large student and event populations (in the vicinity of ISU housing or the stadium, for example) as well as in proximity to the Ames Middle School on Mortensen Road. Other wireless companies have also expressed an interest in the same type of small cell wireless installations. The expansion of 5G wireless networks will likely drive the expansion of small cell wireless installations on poles. Other cities in Iowa are accommodating these same small cell wireless installations.

It is the preference of the wireless providers to utilize existing pole locations owned by Electric Services in lieu of City-owned structures, as there are more sites to choose from in the right of way and these sites also need electric power, which Electric Services also provides. Therefore a pole attachment agreement is necessary to govern the process for attachments to Electric Service’s poles.

POLE ATTACHMENT AGREEMENT:

The pole attachment agreement provides that during the initial network buildout, Verizon will have professional engineers licensed in the state of Iowa perform the design for the attachment applications. Due to an anticipated low volume of these applications, it is

anticipated that the applications will be reviewed by Electric Engineering staff. Poles are inspected before and after the attachment is made.

Provisions exist for the Utility to require Verizon to remove its attachments in the event that the City re-routes poles, or converts overhead infrastructure to underground. If the City receives complaints from the public regarding the condition of Verizon's wireless communications equipment on the poles, Verizon must make repairs within ten days or provide information to the City regarding when the repairs are to be made.

Exhibit 1 shows two drawing depictions of a typical installation above a street light. **If Council elects not to approve a pole attachment agreement, the Iowa Cell Siting Act permits them to install their own poles in available rights of way.** This new law precludes installations in areas zoned historic or single-family residential and limits the size and height of the installations. This agreement with Verizon generally limits the installation of these facilities to non-ornamental street light poles.

In exchange for attaching to the City's Electric poles, Verizon will pay the utility attachment fees as provided in the agreement (and to be included in the Municipal Code) for small cell wireless pole attachments. This fee is currently \$150 per pole, per year. The agreement also states that this fee can be modified annually. Verizon has signed and returned the Master Wireless Attachment Agreement to the City.

ALTERNATIVES:

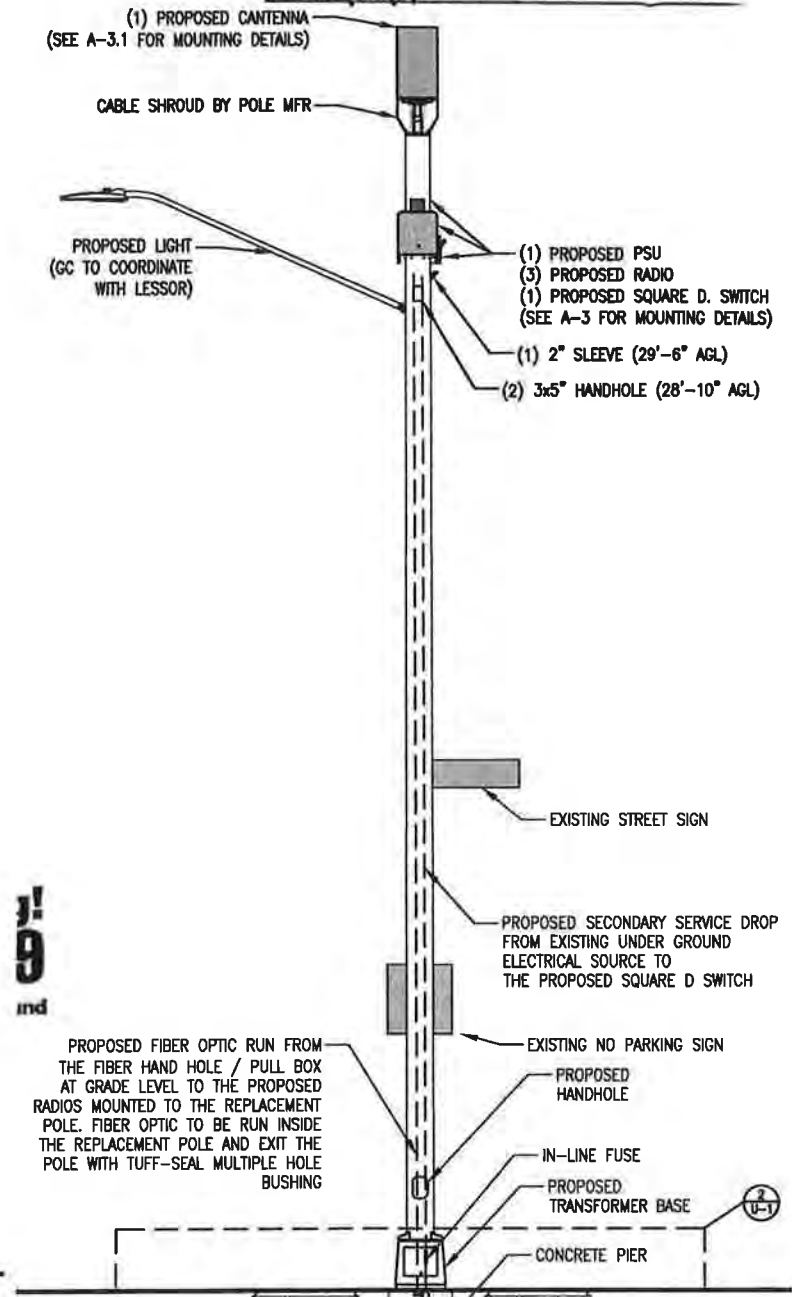
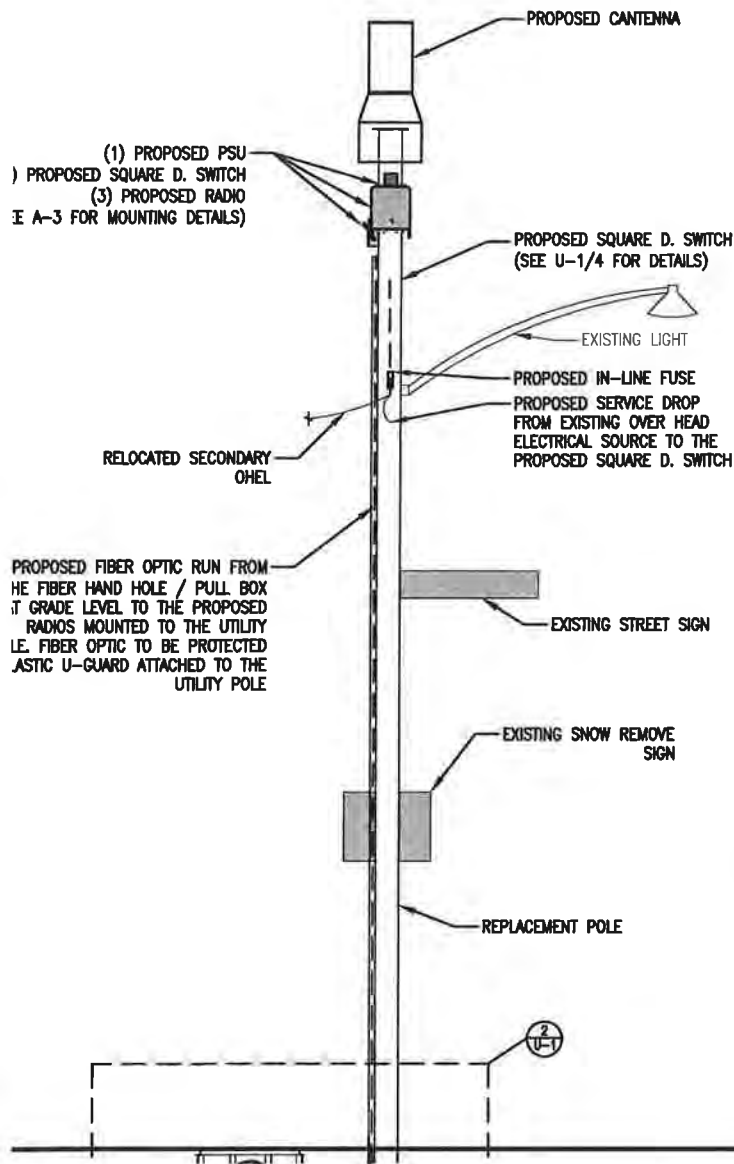
1. Approve the Master Wireless Attachment Agreement with Verizon Wireless (VAW) LLC d/b/a Verizon Wireless, Basking Ridge, New Jersey Commencing January 1, 2020 until December 31, 2025.
2. Do not approve the agreement.

CITY MANAGER'S RECOMMENDED ACTION:

A pole attachment agreement is an important component of accommodating Verizon's proposed deployment in the community. **Such agreements exist with other telecommunications utilities in other cities, but this is the first of its kind for the City of Ames.** Approving the agreement will permit Verizon Wireless to improve its service to its customers in areas of high customer demand.

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

EXHIBIT 1



Typical wood pole installation

Typical Steel pole installation

Small-Cell Wireless Installation on typical Poles

COUNCIL ACTION FORM

SUBJECT: REQUEST FROM MARY GREELEY HOME HEALTH SERVICES TO AMEND UNIT RATE FOR IN-HOME HEALTH ASSISTANCE IN FY 2019/20 ASSET CONTRACT

BACKGROUND:

Mary Greeley Home Health Services requests funds through the ASSET process for public health services. It currently has a contract with the City in the amount of \$32,500 (\$17,000 for Community Clinic Services and \$15,500 for In-Home Health Assistance. Each service has a unit cost based on the budget Mary Greeley Home Health Services submitted to ASSET. City funding is received on a fee-for-service basis.

Mary Greeley Home Health Services is requesting an amendment to the contract unit rate for In-Home Health Assistance. The current rate is \$54.10 per hour. The agency is requesting to reduce the rate to \$36.60 per hour retroactive to July 1, 2019.

The reason for the request is because of a new electronic medical records system that has improved billing capabilities for all funding sources. With this new system, Mary Greeley Home Health Services is standardizing the unit cost with its funders. To date, Mary Greeley Home Health Services has not yet drawn down any of the \$15,500 in the City's allocation for In-Home Health Assistance because of the anticipated implementation of the new system. The agency staff is confident that all the funding will be drawn down this year even at the reduced unit rate.

ALTERNATIVES:

1. Approve the request to amend the unit rate for In-Home Health Assistance from \$54.10 per hour to \$36.60 per hour retroactive to July 1, 2019.
2. Do not approve the request.

CITY MANAGER'S RECOMMENDED ACTION:

Mary Greeley Home Health Services has been implementing a new medical records system and is standardizing the unit rate for In-Home Health Assistance with its funders. Mary Greeley Home Health Services is confident that the City's allocation of \$15,500 for this service in FY 2019/20 will be fully drawn down.

Therefore, it is the recommendation of the City Manager that Council adopt Alternative No. 1, thereby approving the request to amend the unit cost of Home Health Assistance from \$54.10 per hour to \$36.60 per hour retroactive to July 1, 2019.

CONTRACT FOR HUMAN SERVICES

THIS AGREEMENT, made and entered into the **1st day of July, 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 **Mary Greeley Home Health Services** (a nonprofit corporation or governmental unit organized and existing pursuant to the laws of the State of Iowa and hereinafter called "Provider");

WITNESSETH THAT:

WHEREAS, the City of Ames has, by its City Council acting in open and regular session, determined that certain services and facilities 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, in accordance with all applicable Federal, State, and Local laws or regulations, and

WHEREAS, the purchase of these services and facilities constitutes a public purpose by assisting those who are frail and ill to remain in the community as long as it is safe, comfortable, and feasible for them to do so;

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 and its citizens certain services and facilities 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 and facilities to the City of Ames and its citizens as set out in the Provider's 2019/20 ASSET proposal. Attached to and made a part of this Agreement is a copy of the Provider's proposal, which shall be incorporated as Exhibit 'A' to this Agreement. The programs or services must conform to the standardized definitions used by the Analysis of Social Services Evaluation Team (ASSET), and unit costs must be consistent between all ASSET funders.

The cost per unit of service shall equal that proposed cost indicated in the Provider's ASSET Budget Forms. In the event that actual ASSET funds or other revenues differ from the Provider's request, the cost per unit shall remain as requested, but the number of units provided shall be adjusted.

The City will be contracting for services at the cost per unit indicated, not to exceed the following amounts:

SERVICE	COST PER UNIT	UNITS	AMOUNT
Clinics and Health Education	\$100.50	170	\$17,000
Home Health Assistance	\$54.10	287	\$15,500

III METHOD OF PAYMENT

A. All payments to be made by the City of Ames pursuant to this Agreement shall be made on a reimbursement basis for services provided in amounts not to exceed those outlined in Section II above.

B. The City will disburse payment monthly on requisition of Provider.

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

D. The maximum total amount payable by the City of Ames under this agreement is **\$32,500** as detailed in the SCOPE OF SERVICES (Section II of this contract), and no greater amount shall be paid.

E. The Provider shall requisition for funds on a monthly basis. If Provider wishes to request disbursement of funds on other than a monthly basis, the Provider must request in writing that an alternate disbursement period be adopted and approved by the Director of Finance for the City. Provider shall have up to 90 days from the date that services are provided to request payment from the City. Any request made by Provider in excess of 90 days after services are provided shall be deemed a waiver by the Provider and the City shall have no obligation to pay for said untimely requests for payment. Failure to request reimbursement in a timely manner shall be grounds for termination of this agreement by the City.

IV FINANCIAL ACCOUNTING AND ADMINISTRATION

A. All monies disbursed under this Agreement shall be accounted for by the accrual method of accounting or other generally accepted comprehensive basis.

B. All services for which payment is claimed shall be supported by documentation evidencing in proper detail the nature and propriety of the charges. The City-provided claim form shall be completed and include the service name, the unit cost claimed for each service, and the client code where required. A client code shall be required for any service in which the individual has entered the program through a third party referral, intake process, personal application, or emergency response. Exceptions shall include one-time educational sessions, confidential telephone counseling, or where the identity and residency of a person cannot be reasonably determined. The Provider may assign whatever client code it deems appropriate, as long as it can be used to verify the client's Ames or Story County residency and participation in

City-subsidized programs of service and/or sliding fee scale.

C. All checks or other accounting documents pertaining in whole or in part to this Agreement shall be clearly identified as such and readily accessible for examination and audit by the City or its authorized representative.

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

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

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

G. Monies provided under this agreement shall not be used as matching funds for a grant to fund activities in any county other than Story County.

H. If Provider's annual budget is over \$100,000, within six months of the end of the Provider's fiscal year the Provider shall submit to the City an annual financial audit prepared by an independent certified public accounting firm and a copy of IRS Form 990. If Provider's annual budget is \$100,000 or less, within six months of the end of the Provider's fiscal year the Provider shall submit to the City a copy of IRS Form 990 and a balance sheet prepared externally and independently. Failure to submit documentation in accordance with this section shall result in withholding payments under this contract. If withheld, payments may resume when required documentation is delivered to the City and City staff has had a reasonable period to review it.

I. The Provider agrees to participate in the Clear Impact Scorecard outcomes measurement system, or an equivalent outcomes measurement system identified by the City. The provider shall identify a minimum of one (1) performance measure acceptable to the City, and shall regularly update the outcomes measurement system with the Provider's progress and achievements in relation to such outcome(s). The Provider shall not be entitled to payment from the City under this Agreement if the Provider has not provided updated progress and achievement reports to the City's satisfaction.

V DURATION

This Agreement shall be in full force and effect from and after **July 1, 2019, until June 30, 2020**. The City Council may terminate this Agreement by giving written notice to the Provider at least sixty (60) days before the effective date of such termination. From and after the effective date of termination the City shall have no obligation to pay Provider for any services provided under this Agreement.


**VI
DISCRIMINATION PROHIBITED**

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

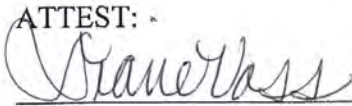
IN WITNESS WHEREOF the parties hereto have, by their authorized representatives, set their hand and seal as of the date first above written.

CITY OF AMES, IOWA

BY

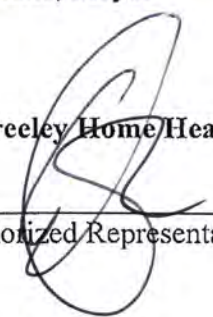

John Haila, Mayor

ATTEST: *


Diane Voss, City Clerk

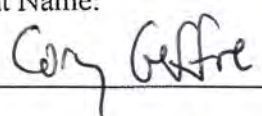
Mary Greeley Home Health Services

BY

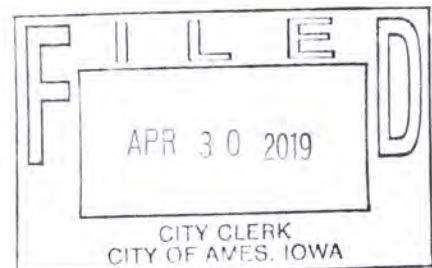

Authorized Representative

Organization Address (*please print*):

Print Name:



Phone Number:



COUNCIL ACTION FORM

**SUBJECT: REQUEST TO WAIVE PARKING ENFORCEMENT AND METER FEES
AT POLLING LOCATIONS WITH METERED PARKING**

BACKGROUND:

The Story County Auditor supervises the election process including all 20 polling places within the City of Ames. Two of these city polling locations (Ames Public Library and Collegiate United Methodist Church) have metered parking that serves as the primary public parking resource for these locations. Citizens who use these locations have frequently requested that metered spaces be available to accommodate voters and that the associated meter fees be waived on election day. The other 18 locations in the city have private parking associated with the facility or, in the case of Iowa State University, already allocate parking for poll workers and voters.

There are currently three elections planned for 2020: March 3, June 2, and November 3. The Story County Auditor has requested the following allocation of parking spaces and the waiver of meter fees, as done in previous election years:

March 3 at the following location (\$13.50 loss to Parking Fund):

- Six meters on the west side of Douglas Avenue directly in front of the Ames Public Library

June 2 at the following locations (Total of \$23.63 loss to Parking Fund):

- Six meters on the west side of Douglas Avenue directly in front of the Ames Public Library.
- Three meters on the south side of Lincoln Way in front of Collegiate Methodist Church.

November 3 at the following locations (Total of \$75.38 loss to Parking Fund):

- Up to 20 parking meters in on Douglas Avenue between 5th St. and 6th Street.
- Up to nine parking meters on the south side of Lincoln Way in front of Collegiate Methodist Church.

While there is no statutory requirement to provide parking, some citizens who have raised the issue have noted that meter fees may serve as a potential barrier to voting. Others have referred to the principle of removing barriers to voting in their comments, noting that the City has waived parking fees for commercial events in the downtown area. Polling locations can be very busy at peak times of the day; thus, it is unlikely that the requested reserved spaces will ensure availability to all voters at all times.

ALTERNATIVES:

1. Approve the request of the Story County Auditor for election day-related allocations of parking spaces and the waiver of meter fees at the locations noted above for the March 3, June 2, and November 3, 2020, elections only.
2. Do not approve the waiver of fees for election-related parking spaces.

CITY MANAGER'S RECOMMENDED ACTION:

The allocation of parking spaces and the waiver of meter fees will assist the Story County Auditor in making polling places accessible for the voters of Ames. In those areas where parking is limited, allocating parking to the polling place will allow poll workers to ensure turnover, and as a result, improve access to polls for Ames residents.

The greatest number of spaces requested is for the general election on November 3, 2020. Even with reserving 20 spaces on Douglas Ave, there will still be over 70 other spaces open to the public in the area. The nine spaces on Lincoln Way will be between Sheldon and Hayward Avenues, with many other spaces in Campustown open to the public, including the Intermodal Facility. The total loss of \$112.51 in estimated meter revenues will not have a significant impact on the health of the Parking Fund.

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

COUNCIL ACTION FORM

SUBJECT: REIMBURSEMENT FROM THE AMES FOUNDATION FOR POLICE EQUIPMENT

BACKGROUND:

On April 11, 2017, Council approved an agreement between the City and The Ames Foundation (The Foundation) to support projects in the Police Department. Funds held by The Foundation were donated by local citizens to support police officer safety. The projects can include the purchase of equipment, police outreach programs, officer safety projects, and training enhancements. **Pursuant to the agreement, expenditures from the program are to be reviewed and approved by Council.** The Police Department has identified a project that would be an appropriate use of the funds.

Two Ames Police Officers work as School Resource Officers (SRO) directly in the Ames school buildings. The SROs have access to all the same equipment that other Ames officers have. Included in that equipment is a ballistic shield. Although ballistic shields traditionally provide protection from firearms, they also provide protection in other cases where knives, sharp objects, or even unarmed but physically aggressive behavior confronts an officer. They are often an important tool that allows an officer the time and ability to de-escalate a critical incident.

The shields are carried in the trunk of a patrol car so they can be on-scene as quickly as possible in an incident. The SROs, however, spend most of their day inside school buildings and retrieving a shield from the vehicle in the parking lot may not be practical. Conversely, the department determined that carrying a large shield in and out of school building was also not desirable.

As an alternative, the SROs identified a portable ballistic shield from PopShield, which folds up, is lighter weight and very portable, and is still rated to provide appropriate protection. The cost for two PopShields \$1,330.

ALTERNATIVES:

1. Approve the expense and authorize the Police Department to request reimbursement from the Ames Foundation in the amount \$1,330 for the purchase of two PopShields.
2. Do not approve the expense, nor authorize the Police Department to request reimbursement from the Ames Foundation.

CITY MANAGER'S RECOMMENDED ACTION:

The Ames Foundation agreement, and the donations made to the Foundation on the Police Department's behalf, were established to promote officer safety, community outreach, and training enhancements. This project is appropriately related to that objective.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby authorizing the Police Department to request reimbursement from the Ames Foundation in the amount of \$1,330 for the purchase of two PopShields, as stated above.

COUNCIL ACTION FORM

SUBJECT: **REQUESTS FOR AMES MAIN STREET FARMERS' MARKET**

BACKGROUND:

The Ames Chamber of Commerce is planning to host the annual Ames Main Street Farmers' Market this summer, which will take place on the 300 and 400 blocks of Main Street and on Burnett Avenue from Main Street to the U.S. Bank drive-through. The Market will operate on 23 Saturdays from May 9th to October 17th from 8:00 a.m. to 12:30 p.m. The Market will not operate on Saturday, July 4th. To facilitate set-up and teardown, streets and parking spaces need to be closed from 5:00 a.m. to 1:30 p.m. each day.

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

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

The use of electricity in Tom Evans Plaza, along Main Street and on Burnett Avenue has also been requested. Organizers have requested a waiver of the \$5 per day fee for use of electricity.

To facilitate the Market, organizers have also requested that the two- and four-hour limits on parking in CBD Lots X and Y be waived during Market hours. Additionally, 75 metered parking spaces will be closed for 4.5 metered hours each day the Market operates. These closed parking spaces will be obstructed by the market activities. **City staff estimates that this will result in a loss of \$1,941 to the Parking Fund.**

Market organizers have requested that the meter fees be waived because the Market is a non-profit organization, and in return the City would be included as a sponsor on all Market advertising materials. **As a reminder, the City Council's newly adopted policy regarding parking meter waivers after July 1, 2020, allows for waivers to be considered on a case-by-case basis for spaces obstructed by an event area—not for district-wide free parking. This request for parking meter fee waivers complies**

with those criteria. In past years, the City Council has waived all meter fees for this event.

ALTERNATIVES:

1. Approve the requested street and parking space closures from 5:00 a.m. to 1:30 p.m. on Saturdays from May 9 to October 17 (except July 4), use of Tom Evans Plaza for entertainers, use of City electrical outlets, a blanket Temporary Obstruction Permit, a blanket Vending License, suspension of parking enforcement in CBD Lots X and Y from 6:30 a.m. to 1:30 p.m. each of the affected days, and waiver of the fees for the Vending License, electricity use and lost parking meter revenue.
2. Approve the requests as stated in Alternative No. 1, but require Farmers' Market to reimburse the City for the Vending License, electricity use, and parking meter revenue.
3. Direct staff to work with Farmer's Market organizers to find an alternative location for the event.
4. Do not approve the requests.

CITY MANAGER'S RECOMMENDED ACTION:

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

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

CONTACTS

Sponsor/Applicant Name	Ames Chamber of Commerce Lojean Petersen		
Address	304 Main St.		
City	Ames	State	IA Zip Code 50010
Daytime Phone	515-232-2310	Cell Phone	515-520-0702
E-mail	amesfarmersmarket@ameschamber.com		
Alternate Contact Name			
Daytime Phone		Cell Phone	
E-mail			

ATTENDANCE

Anticipated Daily Attendance 2500

Yes No

☒ ☐ Is this event open to the public?

☐ ☒ Is your event being held in conjunction with another event (e.g. Farmers' Market, 4th of July, etc.)? If yes, please list:

ORGANIZATION STATUS/PROCEEDS

- ☐ For-Profit
☐ Bona Fide Tax Exempt
☒ Nonprofit

Yes No

☐ ☒ Are patron admission, entry, or participant fees required? If yes, please describe and provide amounts:

☒ ☐ Are vendor or other fees required? If yes, please provide amounts:

\$400 Fulltime \$25 Occasional Fee

Percentage of net proceeds going towards fundraising 100 %

Percentage of net proceeds going towards for-profit entity %

SECURITY

Ames Police Department 24 hour non-emergency phone number: 515-239-5133

Please complete the course at <https://www.crowdmanagers.com/training> for crowd management training.

Yes No

We have taken this course.

☐ ☒ Have you hired a professional security company to develop and manage your event's security plan? If yes, please fill out the following information:

Security Organization			
Address			
City		State	
Zip		Phone	
Email			



January 24, 2020

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

Dear Honorable Mayor Haila and City Council,

The Ames Chamber of Commerce is planning to hold the tenth season of the *Ames Main Street Farmers' Market* this summer. The event is scheduled to be held on the 300 and 400 block of Main Street every Saturday from May 9th to October 17th, 8:00AM to 12:30PM (the road is scheduled to be closed from 5:00AM to 1:30PM to allow for setup, teardown, and cleanup), however we will not have a Market on July 4, 2020. The 23-week event will showcase the area's best farmers, crafters, artist and prepared food experts as well as offering weekly live entertainment and children's activities. At this time, Ames Chamber of Commerce asks the City Council to consider four specific requests:

1. The Ames Chamber of Commerce requests a Blanket Vending Permit for the entire CBD to allow businesses to sell merchandise outside their stores if they so choose. The Chamber of Commerce further requests the fee be waived as any businesses selling products on the sidewalk are members.
2. The Ames Chamber of Commerce requests free use of electricity along the 300 and 400 Blocks of Main Street and for the outlets in the Tom Evans Park.
3. The Ames Chamber of Commerce requests that the fee be waived for the parking meters on the 300 and 400 Blocks during the Ames Main Street Farmers' Market as the Market is a Non-Profit organization. In return the City of Ames would be considered a Sponsor of our Ames Main Street Farmers' Market and would be included in all advertising, newsletters and on our Website. For the 24-week period the Market brings conservatively 60,000 - 72,000 people to the Main Street Cultural District. The benefit from these visitors coming to the Market will increase income in parking, shopping and eating in our beautiful city.
4. The Ames Chamber of Commerce also requests that that any timed, 2hr or 4 hr. parking fees in the back lots of the 300 and 400 Blocks of Main street be waived from 6:30am to 1:00pm during the Market season.

Thank you for your consideration of these requests and continued support of downtown Ames. We look forward to seeing you at the Ames Main Street Farmers' Market throughout the 2020 season.

Sincerely,

Lojean Petersen
Ames Main Street Farmers' Market Manager

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

COUNCIL ACTION FORM

SUBJECT: MODIFICATION TO COTA ANNUAL GRANT FOR INDIA CULTURAL ASSOCIATION

BACKGROUND:

India Cultural Association (ICA) receives funding through the Commission on the Arts (COTA) Annual Grant funding process. In FY 2019/20, ICA was awarded a contract of \$6,054 for its annual grant. On February 11, 2020, the City Council approved COTA's recommendation to allocate \$8,951 in the FY 2020/21 Budget for ICA's annual grant.

ICA's annual grant application for FY 2020/21 included a variety of activities taking place this spring, including the annual ICA Talent Nite (February 29), a comedy show (March), and Sports Day (May). These activities would actually be taking place in FY 2019/20, although it appears this fact was not clarified for ICA during the COTA annual grant review process. Earlier this month, ICA volunteers realized that the FY 2020/21 funds would not be available for activities taking place before July 1, 2020. Because it learned of the timing issues only recently, ICA has planned these events and booked venues and performers.

To rectify this issue, ICA requests that \$5,000 be moved from its FY 2020/21 allocation into its FY 2019/20 allocation. This requires a budget amendment for each fiscal year. Over the two-year period, ICA's total funding would not be changed. The current year contract with ICA is written broadly enough to allow the shifted funds to be drawn down for the spring events without a modification to the scope of services.

Normally, modifications to COTA contracts such as this would involve COTA reviewing the request and recommending the change prior to City Council action taking place. However, COTA does not meet again until April 6, by which time several spring events for ICA will have already taken place. Therefore, City Council is requested to approve this request prior to review by COTA. The COTA commissioners have been made aware of this request and that it will be under consideration by the City Council.

Separately, an issue has arisen with ICA's FY 2019/20 Spring Special Project Grant contract. This issue is less time sensitive and will therefore be discussed at COTA's April 6 meeting before being submitted to City Council for further action.

ALTERNATIVES:

1. Approve the request from India Cultural Association to amend its FY 2019/20 Annual Grant allocation by adding \$5,000, and amend its FY 2020/21 Annual Grant allocation by reducing \$5,000.
2. Refer this request to COTA, which would review it at its April 6 meeting.
3. Do not approve the request.

CITY MANAGER'S RECOMMENDED ACTION:

Due to a misunderstanding, India Cultural Association has planned for activities to take place this fiscal year, which were intended to be funded with its COTA annual grant allocation for next year. The timing and requirements of the grant process have been clarified for ICA. Shifting funds from next year's allocation into the current year will allow ICA to conduct the activities and be reimbursed for them, without increasing the overall funding amount across the two-year period.

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

From: "Anand Balasubramanian" <anand.bala@icaiowa.org>
To: "Brian Phillips" <bphillips@city.ames.ia.us>
Cc: contactus@icaiowa.org

Date: Wednesday, February 19, 2020 11:21AM
Subject: ICA request to city council | Transferring portion of FY20-21 COTA grant to our FY19-20 grant

Dear members of the city council,

I'm writing on behalf of the India Cultural Association of Central Iowa (ICA) regarding a request to transfer a portion of our 2020-21 COTA grant towards our 2019-20 COTA grant.

The City awarded ICA with \$6,054 for FY19-20 and \$8,951 (towards hosting a stand up show) for FY20-21 in COTA grants. Our organization has utilized all of the \$6,054 awarded to it in FY19-20.

Owing to lack of experience of current volunteer executive board and a mis-understanding on our side of the definition of the COTA fiscal year, we have scheduled a standup comedy show on Mar 28, 2020. We planned for this show assuming we could use funds from the FY20-21 COTA grant. We did not realize (until after contracts with the performer were signed and after we started selling tickets for the show) that the FY20-21 COTA grant would not cover events hosted during March 2020. This was a sincere mistake from our side. We understand the timing of the COTA grants fiscal year now.

Based on discussions with city staff including Brian Phillips (Asst. City Manager), we would like to request a one time waiver from the City to transfer \$5,000 from our FY20-21 grant to our FY19-20 grant. We would plan to use this money to meet the expenses of the stand-up show (by Atul Khatri) that we are hosting on March 28th. ICA is also planning to host a couple of other events (Talent Nite on Feb 29th and Chai Tunes Bollywood concert on April 11th) that are free to the public to attend.

Since the COTA committee is not meeting next until April, I'm approaching the City council directly with this request for consideration during its meeting on February 25th.

Within the ICA executive committee, we will plan to document

information around raising grants through COTA (which we will use for training of our future boards) in order to avoid the above situation from happening again.

Thank you for your consideration. Please let me know if there are any questions or concerns.

Best Regards,

Anand Balasubramanian
President, Executive Committee
India Cultural Association of Central Iowa
(979) 324-6880

COUNCIL ACTION FORM

**SUBJECT: 2019/20 COLLECTOR STREET PAVEMENT IMPROVEMENTS
(BLOOMINGTON ROAD – GRAND AVENUE TO HOOVER AVENUE)**

BACKGROUND:

This is the annual program for reconstruction or rehabilitation of collector streets. Locations are chosen in accordance with the most current street condition inventory. **This project (Bloomington Road from Grand Ave. to Hoover Ave.) will include pavement rehabilitation improvements, repair/replacement of select curb and gutter locations, and some shared use path infill.**

During the design phase, plans were prepared considering the Complete Streets Plan. When design was completed, the impact of the Complete Streets Plan implementation (infill of shared path along the north side of the street) exceeded the 22% cost increase threshold recommended in the Plan. This is largely due to the scope being a lower-cost pavement rehabilitation project. **Therefore, the plans for this project do include a sidewalk on the north side of Bloomington.**

Public Works Engineering and Traffic staff analyzed infill options and will implement a shared use path along the north side of Bloomington Ave from Grand Ave to Roy Key Ave for this project. This will better allow pedestrian traffic between the bus stop locations. By installing a wider shared use path rather than a sidewalk, Parks and Recreation will be able to use their truck to clear snow from this path. Staff held a public meeting to obtain input on staging, construction timing, and special access needs. Comments were received and incorporated into the project design.

City of Ames staff has completed plans and specifications for this project with a total base bid (asphalt mill and overlay) and alternatives for full depth concrete or concrete overlay at the intersections at Grand Ave. and Hoover Ave. where more pavement settlement has been identified due to rutting conditions. Alternative B will be 100 feet of 5-inch concrete overlay at intersection locations. Alternative A will be 100 feet of full-depth concrete at the intersection locations. One of the alternatives will be selected along with the base. A table of total estimated costs for each Alternative is shown below:

	<u>Base + Alt A (PCC Full depth)</u>	<u>Base + Alt B (PCC Overlay)</u>
Base Bid	\$ 380,738	\$ 380,738
Paving Alternative	<u>\$ 98,334</u>	<u>\$ 39,730</u>
Construction Total	\$ 479,072	\$ 420,468
Engineering	<u>\$ 55,761</u>	<u>\$ 55,761</u>
Total Project Costs	\$ 534,833	\$ 476,229

The Collector Street Pavement Improvements are shown in the 2019/20 Capital Improvement Plan with **\$500,000 in G.O. bond funding.**

ALTERNATIVES:

1. Approve the plans and specifications for the 2019/20 Collector Street Pavement Improvements – Bloomington Road (Grand Avenue to Hoover Avenue) project and establish March 18, 2020, as the date of letting and March 24, 2020, as the date for report of bids.
2. Direct staff to revise the project.

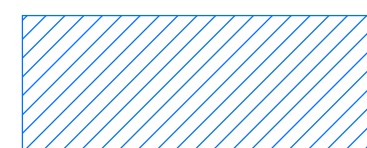
MANAGER'S RECOMMENDED ACTION:

By approving these plans and specification, it should result in lower street maintenance costs and improved neighborhood aesthetic.

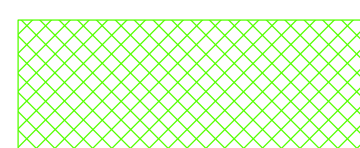
Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.



2019/2020 Collector Street Pavement Improvements Bloomington Road (Grand - Hoover)



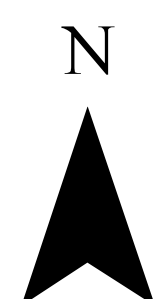
Phase I



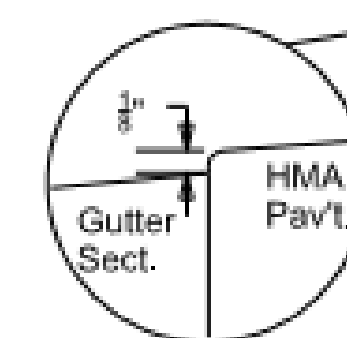
Phase II



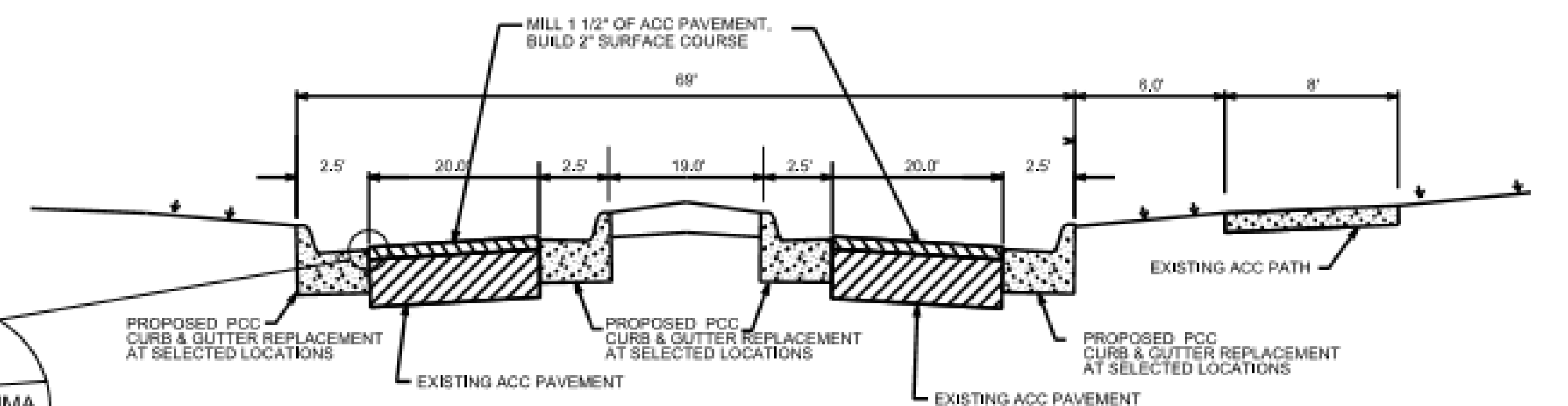
Shared Use path



1 inch = 85 feet



TYPICAL ALL GUTTER SECTIONS



PROPOSED TYPICAL SECTION
BLOOMINGTON RD.
STA. 1+52.7 - 24+56.7

COUNCIL ACTION FORM

SUBJECT: 2019/20 ASPHALT STREET PAVEMENT IMPROVEMENTS – (14TH STREET AND 15TH STREET)

BACKGROUND:

This is the annual program for reconstruction or rehabilitation of asphalt streets that are typically located within residential neighborhoods. Rehabilitation of existing asphalt streets is possible where the base asphalt layer is solid, but the surface course has failed. Full-depth replacement of these streets is necessary in cases of structural pavement failure. This program was created in accordance with City Council's goal of strengthening our neighborhoods. **This project is in the area of 14th St (Duff Ave. to Burnett Ave.) and 15th St. (Duff Ave. to Clark Ave.).**

During the design phase, the plans were prepared following the Complete Streets Plan. The initial estimate for the total project including the Complete Street features (in this case, infilling the sidewalk) totaled 37.5% of the overall project cost. This percentage is higher than the recommended threshold of 22% stated in the Complete Streets Plan. This is partially due to this project being a mill and overlay rehabilitation and not a full reconstruction.

During the public outreach sessions, concerns were brought up by residents about the removal of mature trees that would be needed to infill new sidewalk at multiple locations. **Considering cost and public input, the sidewalk infill design was limited to locations where the impact on trees were minimal** (see attached map for project, including sidewalk infill, locations).

- **14th Street** - There are 2 blocks in need of new sidewalk infill along 14th Street. At this time, we are only including sidewalk infill for the south side of the Kellogg Ave. to Douglas Ave. block. The other locations would require the removal of mature trees and residents have opposed the sidewalk infill. ADA ramps will still be constructed where needed.
- **15th Street** - There are 4 blocks in need of new sidewalk infill along 15th Street. Clark Ave to Burnett Ave will not include sidewalk infill due to mature tree removal even though there is some existing sidewalk. Burnett Ave to Kellogg Ave will include sidewalk infill on both sides of 15th Street. Kellogg Ave to Douglas Ave will not include sidewalk infill on either side due to mature tree removal and public input. Douglas Ave to Duff Ave will include sidewalk infill on the south side of 15th Street and not be included on the north side due to mature tree removal and public input. ADA ramps will still be constructed where needed.

City of Ames staff has completed plans and specifications for this project with an estimated construction cost of \$744,435. Engineering and construction administration are estimated in an amount of \$111,665, bringing total projected

costs to the amount of \$856,100. The Asphalt Street Pavement Improvements are shown in the 2019/20 Capital Improvement Plan with \$1,000,000 in G.O. bond funding.

ALTERNATIVES:

1. Approve the plans and specifications for the 2019/20 Asphalt Street Pavement Improvements – 14th Street and 15th Street Project and establish March 18, 2020, as the date of letting and March 24, 2020, as the date for report of bids.
2. Direct staff to revise the project to accomplish all in-fill sidewalks even though mature trees will have to be removed to accomplish this alternative.

MANAGER'S RECOMMENDED ACTION:

Approving these plans and specification will result in lower street maintenance costs, improved area drainage, and providing a better neighborhood aesthetic. Staff held a public meeting to obtain input and comments were incorporated into the project design.

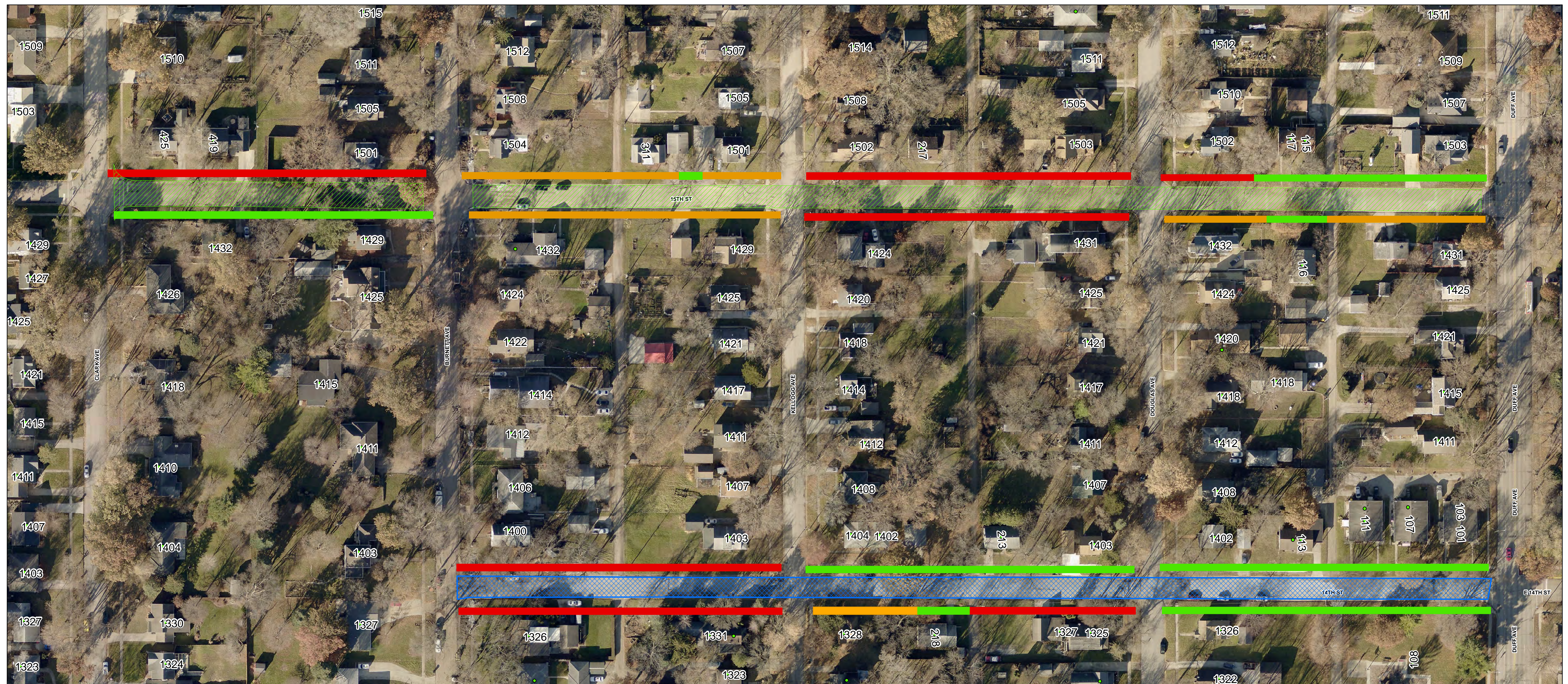
Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.



2019/20 Asphalt Pavement Improvements

14th St. (Duff - Burnett)

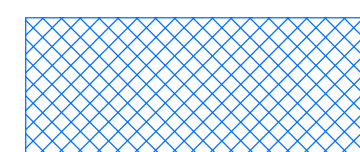
15th St. (Duff - Clark)



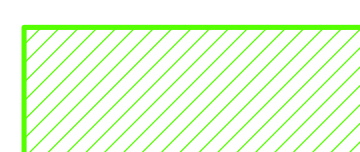
 Current Sidewalk

 New Sidewalk Infill

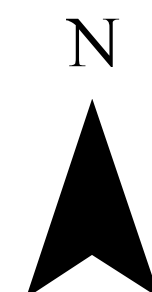
 No New Sidewalk Infill



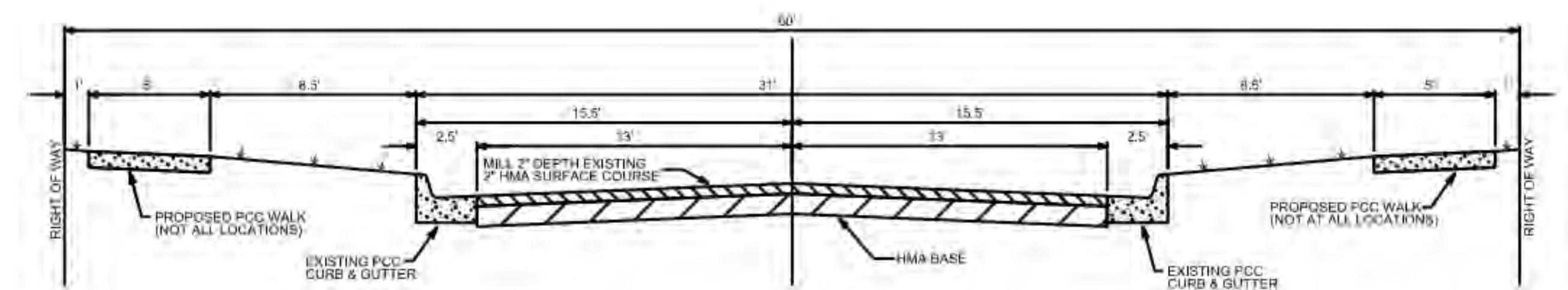
Phase I



Phase II



1 inch = 60 feet



COUNCIL ACTION FORM

SUBJECT: **POWER PLANT UNIT 8 STEAM TURBINE PARTS**

BACKGROUND:

This project is for the procurement of critical and miscellaneous parts for the Power Plant's Unit 8 Turbine-Generator Overhaul project. This unit is scheduled to be disassembled, inspected, and repaired at the same time as the Unit 8 Boiler Repair Project. This work is required to replace worn parts and inspect the turbine and generator for repairs that may be needed to avoid more serious damage. Repairs and replacement of worn parts will be completed as the inspection progresses. Experience has shown that certain parts require replacement every major overhaul and some parts become unusable during the disassembly process. This overhaul and parts replacement is recommended by boiler and machinery insurance carriers and follows accepted industry standards.

This portion of the project is for the purchase and delivery of turbine parts required to replenish inventory items and parts expected to be used during the overhaul.

The engineer's estimate for anticipated parts is \$875,000 based on preliminary quotes received from General Electric, the turbine-generator original equipment manufacturer (OEM).

Replacement of all the parts included in the engineer's estimate may not ultimately be required. However, these parts must be on site and available to prevent delays if needed during the overhaul. Parts not used for this overhaul will be stored for future overhaul work. The parts list was developed by reviewing past overhaul reports and recommendations from General Electric, as well as the judgment of the turbine-generator's current condition by plant management.

The City Council should note that during the overhaul, additional unforeseen components of the turbine that are disassembled may require replacement. Although City staff works to minimize the number of additional items that may need to be ordered, the experience of last year's Unit 7 turbine-generator overhaul showed there is a potential for future change orders for this project if additional worn components are uncovered during the disassembly process. This is a common occurrence in the power generation industry, and the project budget includes sufficient funding for unforeseen parts needs.

The disassembly/inspection/repair/reassembly portion of the project will have separate plans and specifications and will be bid separately at a later date. Lack of parts availability would result in claims for delay and extra work by the contractor performing the work.

The approved FY 2020/21 Capital Improvements Plan includes the following funding for the Unit 8 Turbine Generator Overhaul.

2019/20 Material/Parts	\$1,000,000
<u>2020/21 Construction/Labor</u>	<u>\$2,000,000</u>
TOTAL	\$3,000,000

Upon City Council approval and receipt of favorable bids, the actual Unit 8 Turbine-Generator Overhaul would take place during the Unit 8 Boiler Repair Project outage. The unit is expected to return to service near the end of calendar year 2020.

ALTERNATIVES:

1. Approve the preliminary plans and specifications for the Unit 8 Steam Turbine Parts Procurement and set March 25, 2020, as the bid due date and April 14, 2020, as the date of hearing and award of contract.
2. Delay the purchase of the steam turbine parts.

CITY MANAGER'S RECOMMENDED ACTION:

The Unit 8 Turbine-Generator is scheduled for a major overhaul during the outage for the Unit 8 Boiler Tube Repair Project, tentatively scheduled for summer of 2020. Turbine-generator overhauls are typically performed in the industry about every five years to restore unit efficiency and to maintain good unit life and reliability. These are parts that will most likely be needed for the overhaul and can also be placed in inventory. Without this overhaul, the Power Plant's performance would degrade considerably over time.

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

COUNCIL ACTION FORM

**SUBJECT: CONTRACT CHANGE ORDER NO. 9 - UNIT 7 TURBINE GENERATOR
MAJOR OVERHAUL**

BACKGROUND:

The Power Plant's two steam turbine-generator units must be periodically disassembled for inspection and repair. The basic scope of work is commonly referred to as "open, clean, and close." In this process, the turbine-generator is opened (disassembled), cleaned (key parts and components are measured, cleaned, and repaired or replaced), and closed (reassembled for operation). The 2018/19 Capital Improvements Plan included a project to perform this type of overhaul on the Unit 7 turbine and generator.

Several mechanical parts of the Unit 7 turbine were repaired or replaced during the fall 2019 overhaul. The parts include: turbine blades, turbine diaphragms, bearings, and mechanical seals.

As part of the start-up process for Unit 7, a fine screen mesh strainer and filter were installed in the Unit 7 main stop valve. The strainer was installed by HPI, the turbine generator overhaul contractor, to prevent any residual foreign materials (weld rods, weld slag, etc.) leftover from the overhaul and Unit 7 boiler tube repair work from migrating into the Unit 7 turbine. Without this strainer, these particles could cause damage to the turbine, resulting in additional costly repairs and outages. Use of the fine-mesh screen is recommended by the original equipment manufacturer (OEM) General Electric, for approximately 30 days after initial start-up of the Unit. However, the use of this strainer reduced the maximum capacity at which the Unit 7 could operate.

After approximately 30 days of operation with the fine screen, HPI re-mobilized to the site to remove the fine screen mesh strainer and re-install a coarse screen mesh strainer. This coarse screen strainer will still provide protection to the turbine generator but allow the unit to run at full capacity. It will remain in place and does not need to be removed at a later date

During the swapping of strainers, several nuts for the cover that house the main stop valve strainer were damaged and had to be replaced. (This type of damage is not unexpected during the removal of these nuts) The nuts had to be special ordered from the OEM and completely manufactured. This led to a delay of approximately 1.5 days waiting for delivery of the parts. This change order to HPI is to cover the time delay for the delivery of the housing nuts.

PRIOR ACTIONS

On June 11, 2019, the Ames City Council approved a contract with HPI, LLC in the amount of \$411,464 to overhaul the Unit 7 turbine-generator at the City's Electric Plant. This contract is for the "open, clean, and close" type of work as previously described.

Change Order No. 1, for \$15,482.45, was approved by staff for additional electrical tests recommended by GE (the OEM) to be performed on Unit 7 generator.

Change Order No. 2, for \$225,361.55, was approved by Council on September 17, 2019 for shop Rotor and Diaphragm repairs to be performed on Unit 7 turbine as recommended by GE (OEM).

Change Order No. 3, for \$28,386.00 was approved by staff for the additional labor, materials, and equipment necessary to ship the Unit 7 turbine rotor and diaphragms for repairs.

Change Order No. 4, for \$14,290.00 was approved by staff for shop repairs on steam seal bushing and spill strips.

Change Order No. 5, for \$3,412.50 for shipping on the Unit 7 turbine to Orbital Energy for erosion repairs and additional charges due to crane delay.

Change Order No. 6, for \$18,600.75 was approved by Council on November 26, 2019 for additional labor for IMD Startup Support.

Change Order No. 7, for \$26,709.00 was approved by staff for additional mob/demob labor for HPI Startup Support.

Change Order No. 8, for \$23,204.94 was approved by staff for additional labor for HPI Startup Support and iMD Remote Monitoring and an additional \$10,340.94 is to cover the T&M costs that occurred during CO #3 and #4 due to an unexpected crane downtime and additional onsite nozzle repair work.

THIS ACTION

This CAF is to cover project stand-by time during the delivery of main stop valve nuts during the installation of the coarse screen strainer.

This extra work is priced at \$2,675 according to the quotation from HPI dated February 3, 2020. HPI's quotation references a detailed description of work and pricing.

Because this change order, combined with the staff-approved change orders since the last Council-approved change order, exceeds \$50,000 in total, the

Purchasing Policies require that the City Council approve this change order. Therefore, this action is to request approval of Change Order No. 9 to HPI, LLC for \$2,675.00 for the screen replacement delay on the steam turbine as described.

The approved FY 2018/19 Capital Improvements Plan includes the following funding for the Unit 7 Turbine Generator Overhaul.

2017/18 Engineering/Parts	\$750,000
2018/19 Labor	\$1,500,000
2018/19 GE Tech Support	<u>\$300,000</u>
Total Available Revenue	\$2,550,000

Contracts awarded to date on this project are:

HPI LLC (<i>Perform Overhaul</i>)	\$766,911.19
Change Order #9	2,675.00
General Electric (<i>Field Engineering Services</i>)	\$360,386.22
General Electric (Generator Flux Probe Test)	\$14,920.00
MD&A (<i>Turbine Parts</i>)	\$139,683.12
Argo (<i>Turbine Parts</i>)	\$361,895.04
<u>Burns & McDonnell (<i>Engineering</i>)</u>	<u>\$43,000.00</u>
Total Estimated Expenditures	\$1,689,470.57

ALTERNATIVES:

1. Approve Change Order No. 9 to HPI, LLC in the amount of \$2,675 for screen replacement delay.
2. Do not approve the requested change order.

CITY MANAGER'S RECOMMENDED ACTION:

These costs are for project-standby for HPI due to the replacement and delivery of main stop valve housing nuts. Engineers from the Electric Department have evaluated the proposed work in the change order and agree that the scope and pricing are appropriate.

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

STAFF REPORT

**SELECTION OF A PREFERRED 321 STATE AVENUE HOUSING SUBDIVISION
DESIGN CONCEPT**

February 25, 2020

At the City Council meeting on December 17, 2019, the City Council directed staff to proceed with creating a development concept plan for affordable single-family homes in combination with affordable multi-family housing at the city-owned property at 321 State Avenue. The intent was to move forward with a City sponsored single-family home subdivision that included land reserved for future multi-family housing intended to be developed with a partner through the state's Low Income Housing Tax Credit (LIHTC) program and process. City Council approved at its January 14th meeting a contract with Civil Design Advantage (CDA) to assist in preparation of a subdivision for 321 State Avenue. Additionally, the City Council directed staff to prepare for a multi-family affordable housing developer Request for Proposals (RFP) in the summer of 2020 for a 2021 LIHTC application.

On January 23rd, Planning and Housing Staff participated in an Open House meeting to provide an update on the development of 321 State Avenue, including the potential to develop multi-family units on a portion of the site. Staff presented scenarios (without lot layouts) for either placing the multi-family or single-family housing units on either the north or south side of the parcel. Staff shared this feedback with City Council previously and has included the same information in Attachment A.

On February 17th, staff along with CDA held a neighborhood meeting to share **five design concepts that included single-family lot lay out configurations and an area reserved for multi-family housing**. There were 18 people in attendance who shared their feedback (Attachment B). The attendees very clearly articulated they did not want to have multi-family rental units developed on the property and preferred single-family development. Site specific layout questions and comments included multi-family area size and location, multi-family visibility and grade differences between the north and south, multi-family building types and size, traffic levels and access to Wilmoth, and the relationship of the site to the potential fire station to the east.

The design concepts prepared by CDA explore different design configurations for lot layouts and reserved land for future multi-family. A new concept, "F", was created after the February 17th meeting to address staff comments. Attachment C includes a detailed assessment of each option with pros and cons. (Attachment C and Attachment G-Site Layout Sheets) CDA also prepared rough cost estimates for comparative purposes of the different concepts related to single-family development.

City Council is being asked at the February 25th meeting to give direction on a preferred concept to allow for CDA to proceed with preparation of a preliminary and

final plat for City Council approval. Each concept has positive attributes depending on the priorities for the project. Staff has identified four major factors that could guide selection of a preferred individual concept.

1. Housing location, including housing flexibility for multi-family buildings versus single-family buildings, location of multi-family buildings
2. Salability of market rate lots
3. Estimated cost to construct improvements, including total cost and cost per dwelling unit
4. Lot layout & integration, desirability of lots, compliance with City standards.

Factor 1. Location of housing types

The key issue for the overall site is where to reserve land for multi-family. The concept drawings indicate between approximately three acres of land south of Tripp and four acres of land north of Tripp. Staff estimates that all the concepts could accommodate conventional multi-family housing options for a future LIHTC project. Due to the site constraints to the south, there is somewhat less flexibility for building size and configurations compared to the north. However, the south side is situated approximately 10 feet below the elevation of Wilmoth Avenue, which would provide a greater degree of visual separation than on the north side. The north side is larger and would allow for more variations in multi-family building types due to the ability to spread smaller buildings out across the site or to leave more open space with medium sized buildings.

For single-family homes, there are at least two viable conventional housing layouts for either north or south of Tripp Avenue. However, if Council is interested in non-conventional alley or small lot configuration, the homes would need to be located on the north site for a practical configuration. All concepts assume single-family home lots would be created along Wilmoth Avenue as a transition to a multi-family development area from the west.

Factor 2. Salability for market rate lots

In the past, the viability of market rate lots sales was a primary issue for evaluating different concepts. This was important as it was viewed as a way to help support the overall development and reduce the per unit subsidies. Based upon the current concepts, cost estimates, and federal funding it is possible to develop the project without relying heavily on market-rate lot sales. In the event maximizing market rate lot value is a priority for the site, using the south side for single-family lots is likely the best answer due the ability to have walk-out homes and some lots abutting natural areas. Slightly more lots can be produced on the north side, but they may have somewhat less desirability due to adjacent streets and lot configurations.

Factor 3. Cost to develop the site

CDA has provided preliminary cost estimates based upon public infrastructure and some site grading. The cost estimates do not include detailed grading analysis, site preparation, and storm water features. Additionally, the City has already spent approximately \$500,000

on the construction of Tripp Street and approximately \$550,000 spent for site acquisition and upkeep.

Overall, the City has identified funding through its Annual Action Plan that can support the development of each single-family concept in at least two construction years. The overall additional estimated subdivision development costs range between approximately \$669,000 and \$1,100,000. The per lot costs range from \$26,760 to \$39,291, this does not distinguish between affordable home and market rate home lots, just a per lot cost to develop. Concept A is the lowest cost due to limited amount of street improvements for the cul-de-sac.

321 State Avenue	SFD Lots	MF Acres	Infrastructure Cost*	Cost Per SFD Lot
Concept A	25	3.88	\$ 669,661	\$ 26,786
Concept B	24	3.88	\$ 899,856	\$ 37,494
Concept C	31	2.81	\$1,038,676	\$ 33,505
Concept D	30	2.81	\$ 1,094,416	\$ 36,480
Concept E	28	2.81	\$ 1,100,153	\$ 39,291
Concept F	26	2.81	\$ 1,006,531	\$ 38,712

*Preliminary Est. for comparative purposes using recent Tripp Street pricing with inflation, and 15% contingency

Factor 4. Lot Layout

City subdivision and zoning standards articulate a preferred approach for an integrated subdivision design that limits closed-off streets and dissociation of development from neighboring sites. Additionally, transitioning development intensities is also desirable. The project site has some constraints due to existing neighborhoods, creeks, and streets that limit options for achieving these goals. The individual concepts prepared by CDA attempted to create a range of buildable lot options and address the site constraints. There are significant trade-offs with individual concepts, including an abundance of through lots (lots with two street frontages), cul-de-sacs, and development costs. The biggest design concerns for staff is the transition to the neighborhood to the west, integrating housing types or separation of housing types, and limiting dead end of fenced off areas. Overall staff does not favor options that include rear yards along streets that create a walled off appearance for the site.

The most integrated subdivision concepts would include Concept B and Concept F. Option A includes a cul-de-sac, but otherwise would meet development preferences of the City standards. Other options would require waiving certain subdivision standards or rezoning the site to Planned Residence District (PRD) to vary from conventional lot standards.

ADDITIONAL ISSUES:

Affordable Housing Percentage

In addition to reviewing the subdivision concepts, staff needs direction from City Council on its preference for percentage of affordable single-family housing units developed on the site. The minimum requirement is understood to be 51% of housing units developed on the total site must be targeted to households earning less than 80% of

the average median income (AMI). Due to the planned use of CDBG and HOME funds along with LIHTC, it appears the City has a wide range of choices on the mix as the need to finance development through market-rate lot sales has diminished since it was first conceived.

Staff proposes that the development proceed with the assumption that 51% of the single-family homes will be affordable housing in addition to the affordable housing units constructed with the multi-family housing component. This option ensures consistency with HUD regulations regardless of the pace of development of future multi-family housing and meets a diverse range of affordable housing interests. The “market rate” lots can then be developed at any price point, including median income households or above. If City Council identifies a different option for the mix of affordable housing units, staff will work such direction into the planning for the future construction of homes, but it does not necessarily affect the choice of a subdivision layout.

Housing Construction Cost and Sales Prices

Last June staff provided information to City Council regarding New Home Construction financial scenarios (Attachment D). These financial projections were based on the 2019 Ames Metropolitan Statistical Area (AMSA) Income Limits (see Attachment E).

Based on the 2019-20 and proposed 2020-21 revenue and expenditure projections for both CDBG and HOME funding (Attachment F 1 and 2), there is approximately \$763,000 of CDBG funds available for infrastructure improvements, approximately \$300,000 available for down payment and closing cost assistance, and approximately \$1,252,115 of HOME funds available for new home construction.

The potential subsidy levels per affordable home are largely dependent on the eventual home construction cost and its sale price. Based upon the six concepts, staff’s June 2019 costs ranges still apply for individual subsidies levels for the affordable homes.

STAFF COMMENTS

The primary goal at this time is for Council to select a subdivision layout to move forward with platting and developing the site. The proposed concepts from CDA layout conventional single-family home housing options that meet the project description provided by City Council in December. Staff believes the lot patterns derived by CDA offer a wide range of single-family home building choices on each an individual lot and adequate area for future multi-family housing options.

It should be emphasized, that the City Council is being asked to answer two questions raised in this report:

- 1. What is the preferred subdivision design concept?**
- 2. What should be the minimum percentage of affordable single-family homes within the preferred subdivision design concept?**

With the City Council’s direction, staff in conjunction with CDA can proceed with subdivision platting and development of the site.

ATTACHMENT A

(January 23rd Neighborhood Meeting Summary)

- Dream: Owner occupied homes could be single family or attached townhomes.
- Multi-family to south; single to north; senior center to north also sounds great
2911 Arbor
- Single-family housing fits the existing neighborhood. I don't think it's a good location for apartments / townhouses, etc.
- I guess I am more leaning on having apartments on southern parcel.
- Please make sure the multi-family units have ample parking.
- I would like to see the LMI multi-family units be single family rent to own houses on 321 State St. Thanks!
- Incorporate housing that is \$150-250,000, I would advocate for more mixing of housing types & income levels. Drawing of LMI to the west / Middle income to the east on the north half and Middle income to the west and LMI to the east on the south half.
- My 1st choice is senior center/pool on one of the sections, but I understand that may not be financially feasible. I like the idea of single-family homes along Wilmoth & no driveways on to State Street. I would prefer no apartments. Condos & duplexes are ok or townhomes. Who will get to face the possible new fire station?
- I think either option will be good. I'd rather not see more apartments – I'd like people who want to buy a home to be able to afford one. I understand there will not be driveways on State – good!
- No more rental property in this area. 70% is more than enough. Single family homes in area works well. Marilyn Clem
- Please no more apartments! Single-family housing would be better for the area.
- I am very much against housing construction in the area. I would much prefer a simple park. I believe the existing community would benefit more and am confident that the housing/rental market will adjust accordingly to supply and demand. If housing was built I would prefer single-family middle-income market housing.
- For multi-site housing – two level townhomes only for family centered living; Single family south side
- Against multi-family dwelling; work every possible way to get break for “rent to buy”;
- Quality of life is key.
- Senior center on north section of the old middle school property; No apartment buildings!, there are already plenty in the area; No rental!
- Strongly object to rentals or apartments; Please single family homeowner housing; Townhomes ok. Julian Birch 2925 Arbor, 292-2955
- Strongly oppose any rental and any apartments, mixed income ok, After five years of meetings and attending council meetings, it is disturbing to hear the City is again considering rental. No means no. Suggest locating Fire Station on West side of State. Ruth Birch 2925 Arbor St.
- I would to have the pool and senior center at the northern parcel or maybe a library. A drawing was also included that mirror Kathie Whatoff; s suggestion below. (2917 Arbor)
- Kathie Whatoff submitted a drawing. Between Wilmoth and State and the alley and Tripp Street she is proposing parking, a pool, a senior center, more parking and on the south side of Tripp she is proposing single-family housing. Her comments stated the she would like a salt-water pool, senior center or small work out center. 325 S. Wilmoth

ATTACHMENT B
(February 17th Neighborhood Meeting)

1st choice - put Fire Station and maybe a
police station too at 321 State

2nd choice E 3rd D No to A, B, C

Jim Prouty 2911 Arbor St

Please build all single family owner
occupied houses on 321 State St.
using a modified hybrid with platting per
the south portion of concept A
and the north portion of concept E.

Please do not use LIHTC funds to build
any kind of rentals.

No Rentals! already 70%

Please keep to affordable housing.

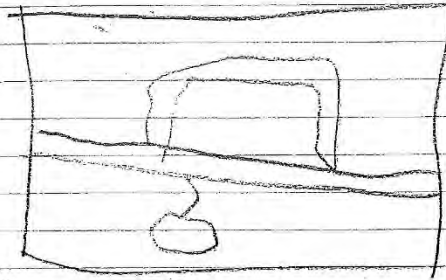
Hybrid of including ^{Development} Summary A + D (single family)

No multi family - No more than 2 story high

Really like Summary A but may have basement flooding.

Of the 5 I think E is
the best -
Joyce Matters

Vote on south half
of plan A, and
top (north) half of D.



clone

1st choice - Concept A

I think houses should back up to the creek -
not apartments. ~~I like~~

^{Prater}
~~2nd choice~~ - apartments across from where the
fire station may be.

2nd Choice - Concept B

~~Minimize~~^{new} roads please! No outlets onto Wilmette.
I would prefer duplexes, town homes vs apartments
for rental property.

First to Last choice:

A C E B D



Houses would
have good view
of the creek, good
for property intrinsic
value



would create too much
traffic on trip to
Wilmoth

CONCEPT A

① MINIMIZES TRAFFIC

② USES CREEK PROPERTY AS SELLING PT

③ WON'T BE ACROSS FROM

"FIRE STATION"

Julian River 2925 Arbor St.

Prefer concept E

Rich & Deb Ketcham

A lots are OK, would need the N side to be carefully developed. Needs to fit into;

B - like houses next to creek/nature. But not the through road onto Wilmonth

C - don't like - too many lots & odd sizes

D - Don't like due to multiple exits onto Wilmonth

E - Like to have single family homes on N side, move state Ave side walk to the east further

Like the Outlook X for small green space

- Still in favor of single family dwellings

- ~~too~~ already too many rentals in this area

- if choosing a concept - from "A" those presented -

~~to~~

No Rental

~~Let~~ Diagram E is

the best. ^{market} Mixed and low housing on the North End

Christa Best

Concept A. 1st Choice

- No Multi-Family

Start South Development - Continue
to discuss North side of Tripp.

ATTACHMENT C

Site Overview Comments

The current site is adjacent to existing neighborhoods to the west, north and northeast with Iowa State arboretum and farmland to the east and south. South Wilmoth abuts the site along the west and State Avenue along the east. Wilmoth is a local street and State is a collector street. College Creek also flows along the south boundary of the site.

The current site elevation is highest at the north and west ends and lowest at the southeast with a small portion of floodplain along the far south property line. A significant amount of grading will be required to level the site, particularly along the north and west where excess dirt will need to be moved. CDA expects to “balance” the site for grading purposes with cut and fill contained on the site. Stormwater detention and treatment in each of the concepts is managed at the southeast portion of the site along State Avenue and the south property line. Stormwater treatment features also may need to be in conjunction with development north of Tripp Street.

In all of the concepts the single-family lots along South Wilmoth south of Tripp Street have significant grade differential on each of the lots. This will require many of the homes to utilize a smaller buildable area or require considerable grading prior to construction. In all likelihood these will be “walk out” basement designs. These lots will be the most costly lots to construct upon, but have low infrastructure costs. All of the concepts contain a row of single-family lots along South Wilmoth south of Tripp Street due to the grade change.

Some concepts have several through lots on Tripp Street and South Wilmoth. A through lot is a lot that is abutted in the front and rear by streets. Through lots present the challenge of the rear side of homes facing public streets with fences often being added by owners to shield public views into back yards. This can create aesthetic issues and close off development from adjacent areas. The Subdivision Code in Chapter 23 and Zoning Ordinance in Chapter 29 prohibit through lots on local streets and would require a waiver of the subdivision standards in order to allow them if Council chooses, or a rezoning to a PRD.

A shared-use path is planned along the northern edge of the site that will connect this neighborhood to the east and west as part of a larger multi-modal project. All concepts include a reservation of 15 feet outside the abutting alley right-of-way along the north property line to accommodate the bike trail. Alley improvements are not planned if there is no direct access or use of the alley for development.

Concept A-25 Single Family Lots-Cul-de-Sac

This concept contains the majority of the single-family homes to the south of Tripp Street with a cul-de-sac design. Multi-family use would be located north of Tripp Street with approximately 3.8 acres of land.



- Multi-family to the north of Tripp Street provides for a larger area that would allow for greater open space and buffering against neighboring single-family. There would be more flexibility in building configurations and sizes overall.
- The layout allows front orientation of single-family lots on all abutting streets.
- Requires lowest amount of new street construction. 300 LF of new Street construction.
- Cul-de-sac's discourage interconnectivity to the rest of the neighborhood.
- Multi-Family to the north will abut existing single-family residential and be situated across from the potential new fire station.
- Wide variety of building configurations available due to site size, will likely include buildings along State Avenue.
- This concept provides less single-family lots than north layouts
- Single family Lots range in size from 6,300 sq ft. up to 15,000 sq ft.

Infrastructure Estimated Cost for this Concept is **\$669,661**

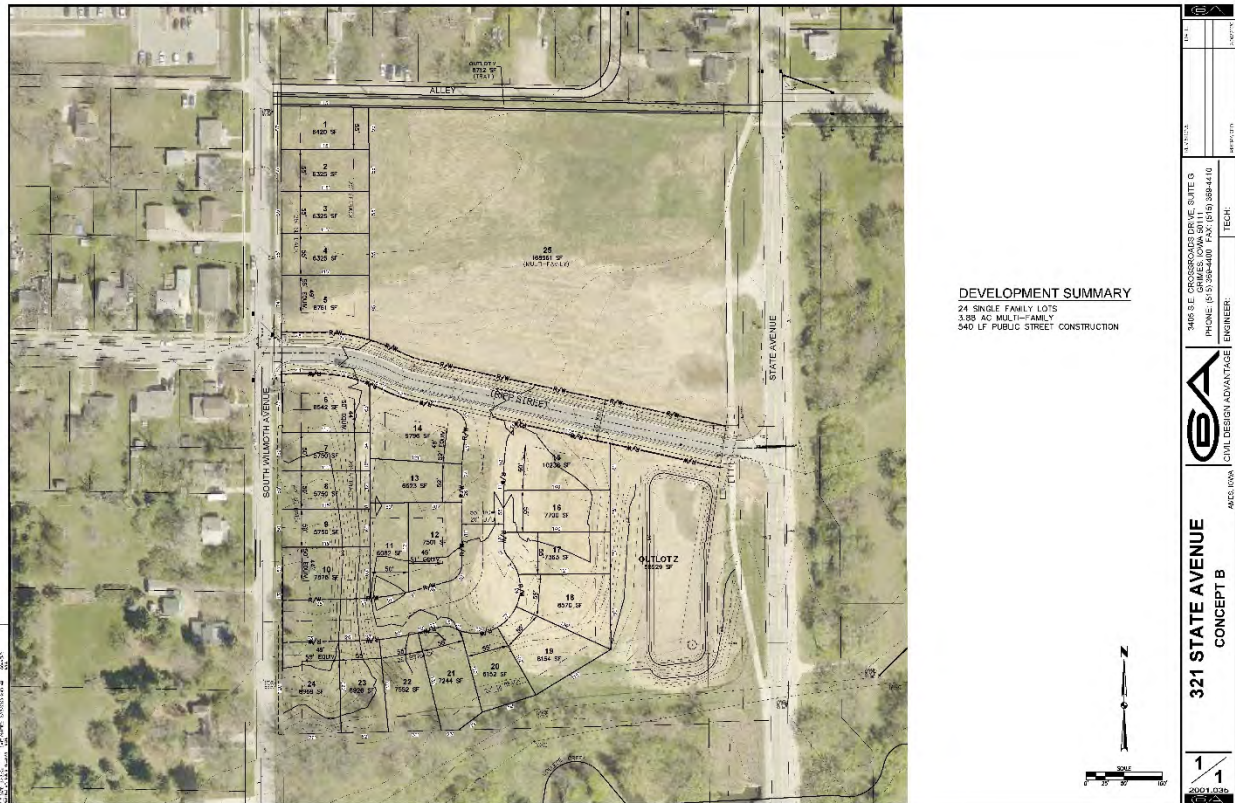
Number of Single Family Lots: **25**

Affordable housing lots at 51%: **13**

Land Available for Multi-family: **3.9 acres**

Concept B-24 Single Family Lots-No Cul-de-Sac

This concept contains the majority of single-family to the south of Tripp Street with the multi-family site to the north. This design has a through street between Tripp Street and South Wilmoth.



- Provides for greater connectivity with traffic flow between Tripp Street and South Wilmoth. Traffic volumes are low enough to meet design specifications of SUDAS.
- The layout allows front orientation of single-family lots on all abutting streets.
- New intersections are furthest from existing intersections.
- Contains the least single-family lots, may be reduced by one or two lots for constructability
- Slope of the new street to the south may need to be 7-8%, but within tolerances
- New street requires significant grading just east of South Wilmoth.
- Single-family lots range in size from 5,700 sq ft. up to 10,200 sq ft.
- Zoning ordinance does not permit lots below 6,000 sq ft. without a PRD (Lots 7-9).
- 540 LF of new street construction.
- Multi-Family to the north will abut existing single-family residential. Wide variety of building configurations available due to site size, will likely include buildings along State Avenue.
- Multi-Family to the north will abut existing single-family residential and be situated across from the potential new fire station.

Infrastructure Estimated Cost for this Concept is **\$899,586**

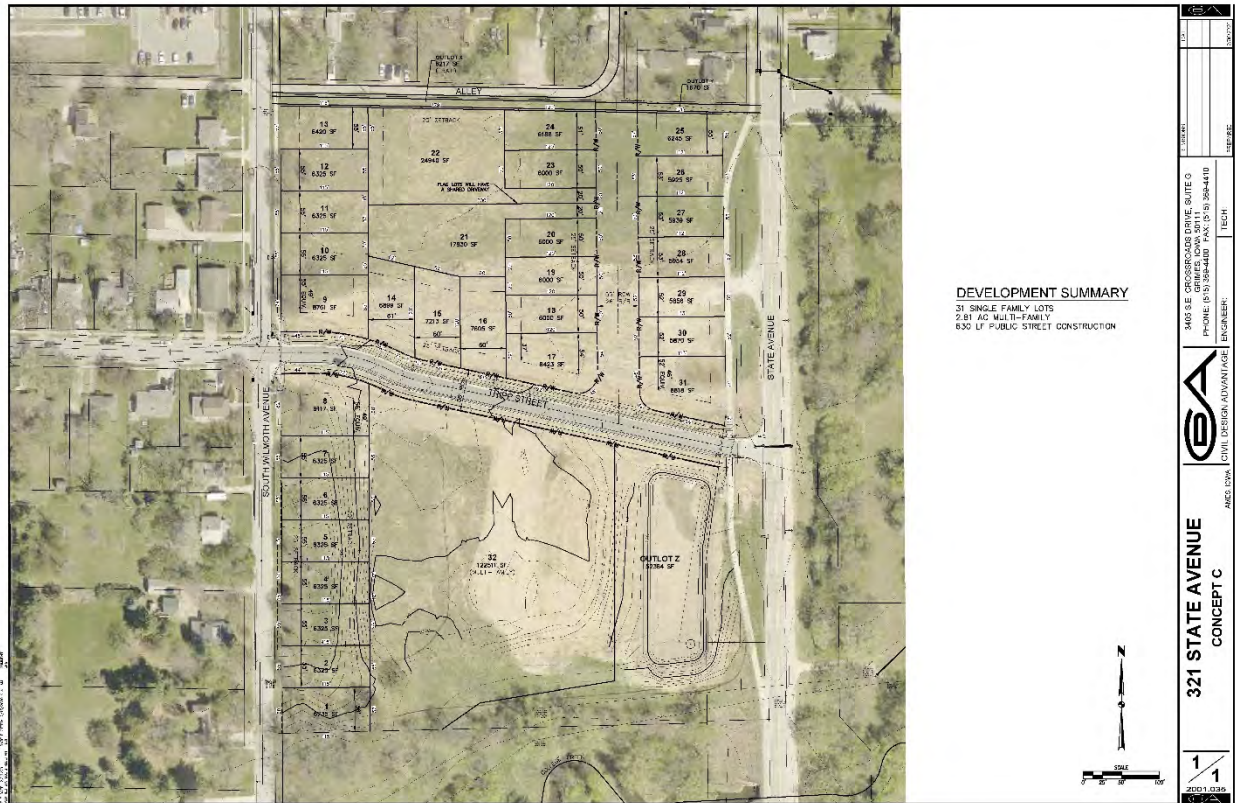
Number of Single Family Lots: **24**

Affordable housing lots at 51%: **13**

Land Available for Multi-family: **3.9 acres**

Concept C-31 Single-Family Lots- Through Street North

This concept places the majority of the single-family lots north of Tripp Street with the multi-family area located south of Tripp Street at approximately 2.81 acres.



- Single-family to the north abuts existing single-family.
- Allows for the largest number of single-family lots.
- If a north-south alley instead of a street, Lots 25-31 can rear load and front on State, but would require reconfiguring other lots as well and remove flag lots
- Lots 21 and 22 could be used for open space and/or stormwater detention.
- Homes on east side of new street north of Tripp Street will require rear of homes facing State Avenue.
- Lots 21 and 22 as flag lots do not fit the pattern of the neighborhood, not a typical layout within Ames. Flag lots not advisable in new subdivisions.
- Single-family lots range in size from just over 5,800 sq ft. up to 24,900 sq ft., would need PRD to reduce lot size.
- New street requires paving of Manning Avenue to the north to Lettie Street not included in costs estimates
- 630 LF of new street construction.
- Multi-family site is located somewhat further from nearby established single family.
- The multi-family site is located approximately 10 feet below Wilmoth and spaced approximately 180 feet from State Avenue.
- The south multi-family site can accommodate a mix of two or three story apartment buildings, depending on overall building sizes.

Infrastructure Estimated Cost for this Concept is **\$1,038,676**

Number of Single Family Lots: **31**

Affordable housing lots at 51%: **16**

Land Available for Multi-family: **2.8 acres**

Concept D-30 Single Family Lots, Connect to Wilmoth North

This concept puts a majority of single-family homes north of Tripp Street with a new thru street between Tripp Street and South Wilmoth. Multi-family is located to the south of Tripp Street.



- Street from Tripp to South Wilmoth connects the neighborhood with no cul-de-sac
- Street intersection spacing from Tripp, bike path, alley is not ideal, could be allowed per Traffic Engineer review
- Allows for a higher number of single-family lots compared to concepts A and B.
- Large number of through lots on Tripp Street creating a likely walled off appearance with separation from multi-family to the south.
- Could be converted to alley layout with homes facing streets and a bike path.
- Second highest amount of new street construction required. 700 LF street construction.
- Single-family lots range in size from 6,300 sq. ft. up to 11,200 sq. ft.
- The multi-family site is located approximately 10 feet below Wilmoth and spaced approximately 180 feet from State Avenue.
- The south multi-family site can accommodate a mix of two or three story apartment buildings, depending on overall building sizes.

Infrastructure Estimated Cost for this Concept is **\$1,094,416**

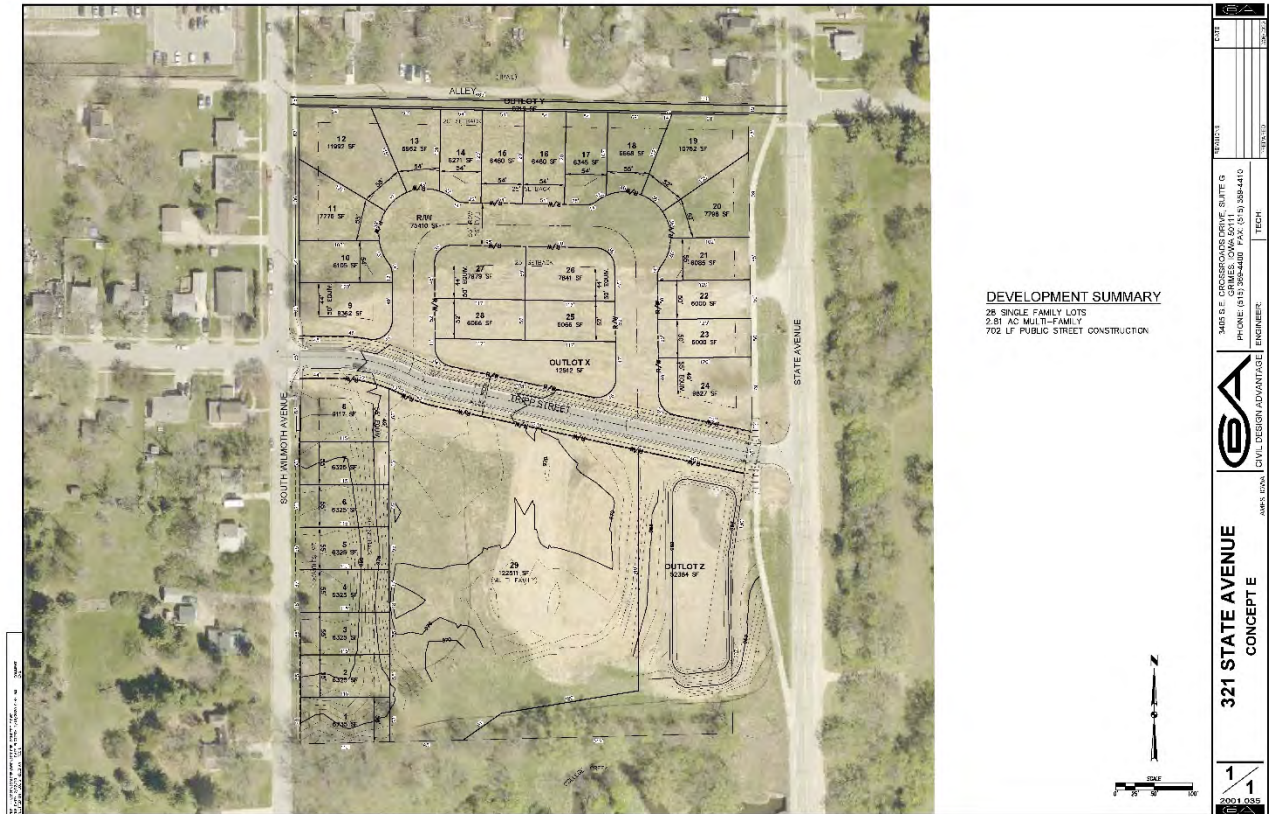
Number of Single Family Lots: **30**

Affordable housing lots at 51%: **16**

Land Available for Multi-family: **2.8 acres**

Concept E-28 Single-Family Lots, Through Lots on Wilmoth

This concept places the majority of single-family homes to the north of Tripp Street with Multi-family south of Tripp Street. A loop street design circulates through the neighborhood north of Tripp Street with two access points along Tripp Street.



- The street design gives the neighborhood cohesiveness for the north side as an individual development.
- Open space provided with Outlot X, likely for storm water.
- North Wilmoth does not have front doors of housing facing the street.
- Through lots along Wilmoth would require waiver of subdivision standards or a PRD.
- Highest amount of street construction required. 702 LF of new street construction.
- Single-family lots range 6,300 sq ft. up to 10,700 sq ft.
- Does not have a walled off feel across from multi-family site.
- The multi-family site is located approximately 10 feet below Wilmoth and spaced approximately 180 feet from State Avenue.
- The south multi-family site can accommodate a mix of two or three story apartment buildings, depending on overall building sizes.

Infrastructure Estimated Cost for this Concept is **\$1,100,154**

Number of Single Family Lots: **28**

Affordable housing lots at 51%: **15**

Land Available for Multi-family: **2.8 acres**

Concept F-(New Alt. to Concept E)-26 Single Family Lots, Loop Rd.

This concept is an altered version of Concept E and includes a modified circular street north of Tripp Street with open space in the middle and single-family homes all fronting toward the open space.



- No through lots on Wilmoth or Tripp Street proposed.
- Least amount of home site for a north concept.
- A larger open space provided to the north of Tripp Street, likely larger enough to act as pocket park features and storm water
- Less new street construction than Concept E. 620 LF street construction.
- Single-family lots range in size from 6,300 sq ft. up to 14,300 sq ft.
- Could align with an access on the south of Tripp Street for future development
- Does not have a walled off feel across from multi-family site.
- The multi-family site is located approximately 10 feet below Wilmoth and spaced approximately 180 feet from State Avenue.
- The south multi-family site can accommodate a mix of two or three story apartment buildings, depending on overall building sizes.

Infrastructure Estimated Cost for this Concept is **\$1,106,531**

Number of Single Family Lots: **26**

Affordable housing lots at 51%: **14**

Land Available for Multi-family: **2.8 acres**

ATTACHMENT D

New Home Construction Financial Scenarios (June 2019)

Financial Scenario:

The City as the developer and would utilize its HOME funds to construction the **at least three of the number of affordable homes constructed**. Under the HOME regulations, the maximum purchase price for Ames is \$227,000 (for any size household for 2019), there is also a minimum and maximum subsidy level as well, for Ames \$1,000 is the minimum no matter the bedroom size and \$248,652 is the maximum for a three bedroom. With these caps in place, staff researched housing options, and would recommend working with a modular home firm to provide the home product. This was a very successful option for the City in the development 48 homes in our Bentwood Affordable Housing Program in West Ames in 1994-1995. The modular homes were well constructed and the project was able to be completed in a timely manner. As the developer the staff would then solicit proposals from modular home builders and with foundation contractor to construct the homes.

With the maximum purchase cap at \$227,000, the modular home option has packed prices for various size homes that would fit into the purchase cap limits along with cost for the foundation work. Staff also has research some affordability scenarios of what eligible first time homebuyers could afford. Based on a family size of three, the 80% limit is currently \$57,500, based on assumptions for debit, credit score, savings, down payment, interest rate, etc. this income may possibly qualify for a minimum purchase price of \$150,000 to a maximum purchase price of \$180,000. With the HOME subsidy caps, below is a sample scenario of funding is as follows:

Source	Cost/Subsidy
Maximum Home Purchase Price	\$227,000
Buyer Affordability	\$165,000
Affordability Gap	\$62,000

Estimated costs for a 3 Bedroom, 1.5-2 baths, 1,100 to 1,300 square footage, including foundation and utilities work for modular homes could range from \$192,000 to \$198,000. With HOME funding

Source	Cost/Subsidy
Average Modular Homes Price	\$194,000
Buyer Affordability	\$165,000
Affordability Gap	\$29,000

Based on research from similar “lots” in the area and Citywide the projected valued for the State Avenue lots could be in the approximate range of \$45,000 to \$55,000 each. The sale possibly sale to Non-profit Developers could be reduced to \$10,000 to \$ 20,000 per lot.

ATTACHMENT E

2019 Ames (IA) Metropolitan Statistical Area (MSA) Income Limits

80% (Low Income)	
Family Size	Gross Income Cannot Exceed
1	\$49,150
2	\$56,150
3	\$63,150
4	\$70,150
5	\$75,800
6	\$81,400
7	\$87,000
8	\$92,600

ATTACHMENT F (1)

2019-20 Amended CDBG/HOME Annual Action Plan **Projects and Budget**

Programs	Budget
Public Infrastructure Program for a Share Use Bike Path/Acquisition (Franklin Park to State Avenue)	\$400,000
Acquisition/Reuse Program for Affordable Housing	\$10,000
Homebuyer Assistance Program	\$300,813
Public Infrastructure Improvements Program for State Avenue NRSA (including Engineering costs+ GO Bond)	\$763,745
Rehabilitation/Disposition of 241 Village Drive	\$45,000
Demolition of 3305 Morningside	\$16,070
HOME Homeownership Construction Program for 321 State Avenue	\$923,976
General Administration for CDBG & HOME	CDBG: \$116,241 HOME:\$120,947
Total	\$2,696,792
AMENDED 2019-20 Action Plan Revenue Budget:	
2019-20 CDBG Allocation	\$581,207
2018-19 CDBG Program Rollover	\$462,820
2019-20 CDBG Anticipated Program Income	\$357,842
Non-CDBG Revenue-GO Bonds	\$250,000
2019-20 HOME Allocation	\$481,968
18-19 HOME Anticipated Program Rollover	\$747,750
Adjustment for HOME CHDO Set-Aside	-\$184,795
Grand Total CDBG & HOME	\$2,696,792

ATTACHMENT F (2)

2020-21 Proposed CDBG/HOME Annual Action Plan Projects and Budget

Programs	Budget
Public Infrastructure Program for a Share Use Bike Path/Acquisition (Franklin Park to State Avenue)	\$425,000
Acquisition/Reuse Program for Affordable Housing	\$167,148
Homebuyer Assistance Program	\$300,813
Public Infrastructure Improvements Program for State Avenue NRSA (including Engineering costs+ GO Bond)	\$739,153
HOME Homeownership Construction Program for 321 State Avenue	\$1,252,115
General Administration for CDBG & HOME	CDBG: \$120,528 HOME: \$170,074
Total	\$3,174,831
PROPOSED 2020-21 Action Plan Revenue Budget:	
2020-21 CDBG Allocation	\$602,642
2019-20 CDBG Program Rollover	\$600,000
2020-21 CDBG Anticipated Program Income	\$300,000
Non-CDBG Revenue-GO Bonds	\$250,000
2020-21 HOME Allocation	\$468,771
19-20 HOME Anticipated Program Rollover	\$953,418
Grand Total CDBG & HOME	\$3,174,831

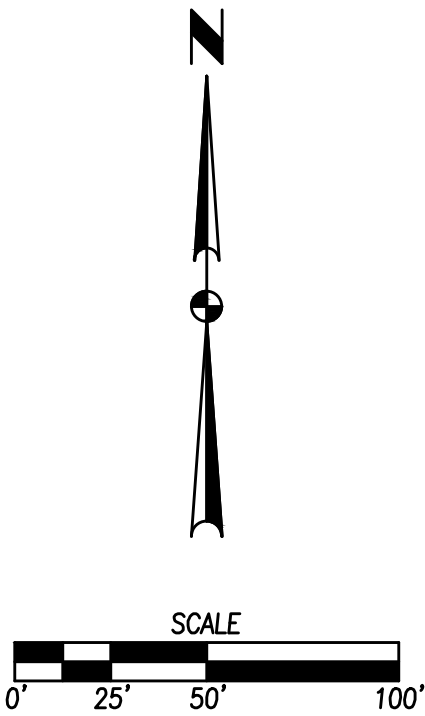
ATTACHMENT G
Larger Site
Layout Sheets

FILE: H:\2020\2001035\2001035-CONCEPT ADWG
PLOTED BY: T. LOIS KLEBAN
DATE: 2/13/2020 9:39 AM
COMMENTS:
END



DEVELOPMENT SUMMARY

25 SINGLE FAMILY LOTS
3.88 AC MULTI-FAMILY
300 LF PUBLIC STREET CONSTRUCTION

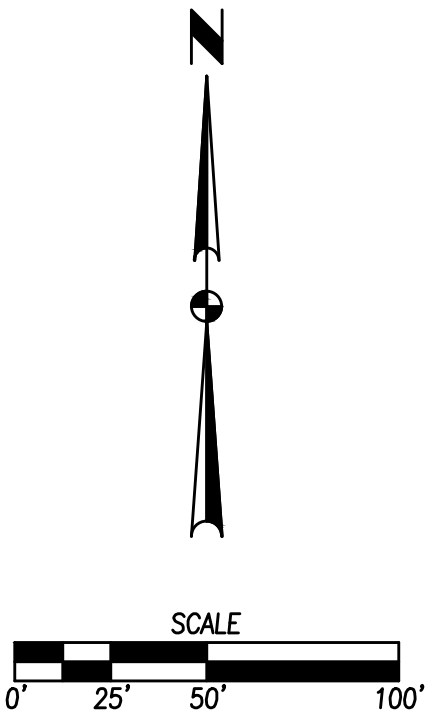


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DATE: 2/13/2020 9:40 AM
DRAWN BY: J. GLENN
CHECKED BY: J. GLENN
PLOT: 1/10



DEVELOPMENT SUMMARY

24 SINGLE FAMILY LOTS
3.88 AC MULTI-FAMILY
540 LF PUBLIC STREET CONSTRUCTION



1

1

2001.035

321 STATE AVENUE

CONCEPT B

AMES, IOWA

CIVIL DESIGN ADVANTAGE

3405 S.E. CROSSROADS DRIVE, SUITE G
GRIMES, IOWA 50111
PHONE: (515) 369-4400 FAX: (515) 369-4410

TECH:

ENGINEER:

REVISIONS

DATE

2/06/2020

PREPARED



DEVELOPMENT SUMMARY

28 SINGLE FAMILY LOTS
2.81 AC MULTI-FAMILY
702 LF PUBLIC STREET CONSTRUCTION



COUNCIL ACTION FORM

SUBJECT: 2020-21 PROPOSED ANNUAL ACTION PLAN PROJECTS FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) and HOME PROGRAMS PUBLIC FORUM FOLLOW-UP

BACKGROUND:

On February 18th and 19th, City staff hosted public forums to gather input regarding possible projects for the 2020-21 CDBG/HOME Annual Action Plan as part the City's Entitlement Program. Ten people attended and participated in the forum discussions, including representatives from Emergency Residence Project (ERP), Hunziker & Associates, residents of the 321 State Avenue Neighborhood Revitalization Strategy Area (NRSA) and a representative from the Ames Tribune.

The forum attendees participated in a group discussion that involved the following activities:

- Review of the adopted 2019-23 Strategic Plan Goals and Priorities, for both low and moderate income and as well as for non-low and moderate-income households;
- Review the amended 2019-20 Action Plan Projects and budget;
- Review the proposed 2021-21 Action Plan Projects and budget; and
- Review the tentative timeframe of the Action Plan next steps.

The participants were then asked for feedback on the proposed action plan projects, including their thoughts on 321 Sate Avenue and where the proposed multi-family should be built on the site.

Participant feedback included locating multi-family on the south side, no multi-family units on the site, build single-family rentals, or build all single-family owner-occupied units. No other feedback or concerns regarding the remaining projects were received. There seem to be a continued consensus that affordable is needed in the community and the action plan should reflect those types of projects in FY 2020-21 in whole or part.

Additionally, just last week, the City received notification from HUD that we will be receiving **\$602,642 in CDBG funds** (which is a \$21,435 increase from 2019) and **\$468,771 in HOME funds** (which is a \$13,197 decrease from 2019) for the 2020-21 program year.

Staff is recommending the following proposed projects and budget for the 2020-21 Annual Action Plan. Of the additional \$21,435 in CDBG funding, \$17,148 was added to the Acquisition/Reuse for Affordable Housing Program for a total budget of \$167,148, the remaining \$4,287 was added to Administration as part of the 20% allowance for a total budget of \$120,528. The HOME amount was reduce by \$13,197. Therefore, per City Council direction at their February 11th meeting, staff is proposing the following Action Plan Projects and Budget for the 2020-21 program fiscal year.

2020-21 Proposed CDBG/HOME Annual Action Plan Projects and Budget

Programs	Budget
Public Infrastructure Program for a Share Use Bike Path/Acquisition (Franklin Park to State Avenue)	\$425,000
Acquisition/Reuse Program for Affordable Housing	\$167,148
Homebuyer Assistance Program	\$300,813
Public Infrastructure Improvements Program for State Avenue NRSA (including Engineering costs+ GO Bond)	\$739,153
HOME Homeownership Construction Program for 321 State Avenue	\$1,252,115
General Administration for CDBG & HOME	CDBG: \$120,528 HOME: \$170,074
Total	\$3,174,831
PROPOSED 2020-21 Action Plan Revenue Budget:	
2020-21 CDBG Allocation	\$602,642
2019-20 CDBG Program Rollover	\$600,000
2020-21 CDBG Anticipated Program Income	\$300,000
Non-CDBG Revenue-GO Bonds	\$250,000
2020-21 HOME Allocation	\$468,771
19-20 HOME Anticipated Program Rollover	\$953,418
Grand Total CDBG & HOME	\$3,174,831

City Council should note that the anticipated revenue for the CDBG program rollover and the anticipated program income are estimates projected by staff.

ALTERNATIVES:

1. The City Council can approve the proposed 2020-21 Annual Action Plan Program Projects and proposed budget in connection with the City's Community Development Block Grant and HOME Programs, as outlined above, direct staff to prepare an Annual Action Plan for Public Comment, and set a public hearing date for May 12, 2020.
2. The City Council modify the proposed programs and approve the proposed 2020-21 Annual Action Plan Program Projects and budget in connection with the City's Community Development Block Grant and HOME Programs, as modified, direct staff to prepare an Annual Action Plan for Public Comment and set a public hearing date for May 12, 2020.
3. The City Council can refer this item back to staff with further direction.

MANAGER'S RECOMMENDED ACTION:

Although there was not a high level of participation in the public forums, those who attended were satisfied with the proposed program activities as continuing in the right direction to address the needs identified in the 2019-23 Five-Year Consolidated Plan.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, thereby approving the proposed 2020-21 Annual Action Plan Program Projects and proposed budget in connection with the City's Community Development Block Grant and HOME Programs.

This alternative will also authorize staff to prepare the Action Plan document for the required 30-day public comment period and set May 12, 2017 as the date for the public hearing for approval of the 2020-21 Annual Action Plan and submittal to HUD on or by May 17, 2020.

COUNCIL ACTION FORM

SUBJECT: MORTENSEN ROAD SIDEWALK INFILL UPDATE

BACKGROUND:

At its November 12, 2019, meeting, the City Council directed staff to reach out to the property owners of 1305 Dickinson Avenue and 4535 Mortensen Road (both owned by Dickson Jensen), and 4515 Mortensen Road (owned by Kum & Go), to see if they would be willing to complete the missing portions of sidewalk and shared use path on their respective properties. **Both property owners initially responded that they would be willing to complete their respective portions of the sidewalk and path network by July 2020. However, new information has been provided that will impact the completion of this project.**

4535 MORTENSEN (JENSEN):

Dickson Jensen has informed staff that he is still willing to complete the 4535 Mortensen Road sidewalk by July 2020. However, plans are currently being prepared to develop the 4535 Mortensen Road property and will be brought to a spring Development Review Committee (DRC) meeting for 2020 construction. This development will require construction of the missing sidewalk adjacent to the property. Construction activities at the site will damage the sidewalk if it is built before development and a temporary closure of the sidewalk would also be required.

4515 MORTENSEN (KUM & GO):

Kum & Go staff recently notified City staff that the sidewalk infill was not added to Kum & Go's 2020 capital budget, so Kum & Go would not be able to complete the work this year. Kum & Go staff indicated they would commit to completing the sidewalk in 2021. If the 4535 Mortensen (Jensen) property is developed this year, any sidewalk along the 4515 Mortensen (Kum & Go) property would dead-end into the construction zone and not provide a significant increase to pedestrian connectivity until the adjacent development is completed.

1305 DICKINSON (JENSEN):

Dickson Jensen has informed staff that he is still willing to complete the 1305 Dickinson Avenue shared use path by July 2020. However, a Jensen Group representative also indicated that development plans are being considered for 1305 Dickinson Avenue. However, the timeframe is still unclear for development to begin on that site.

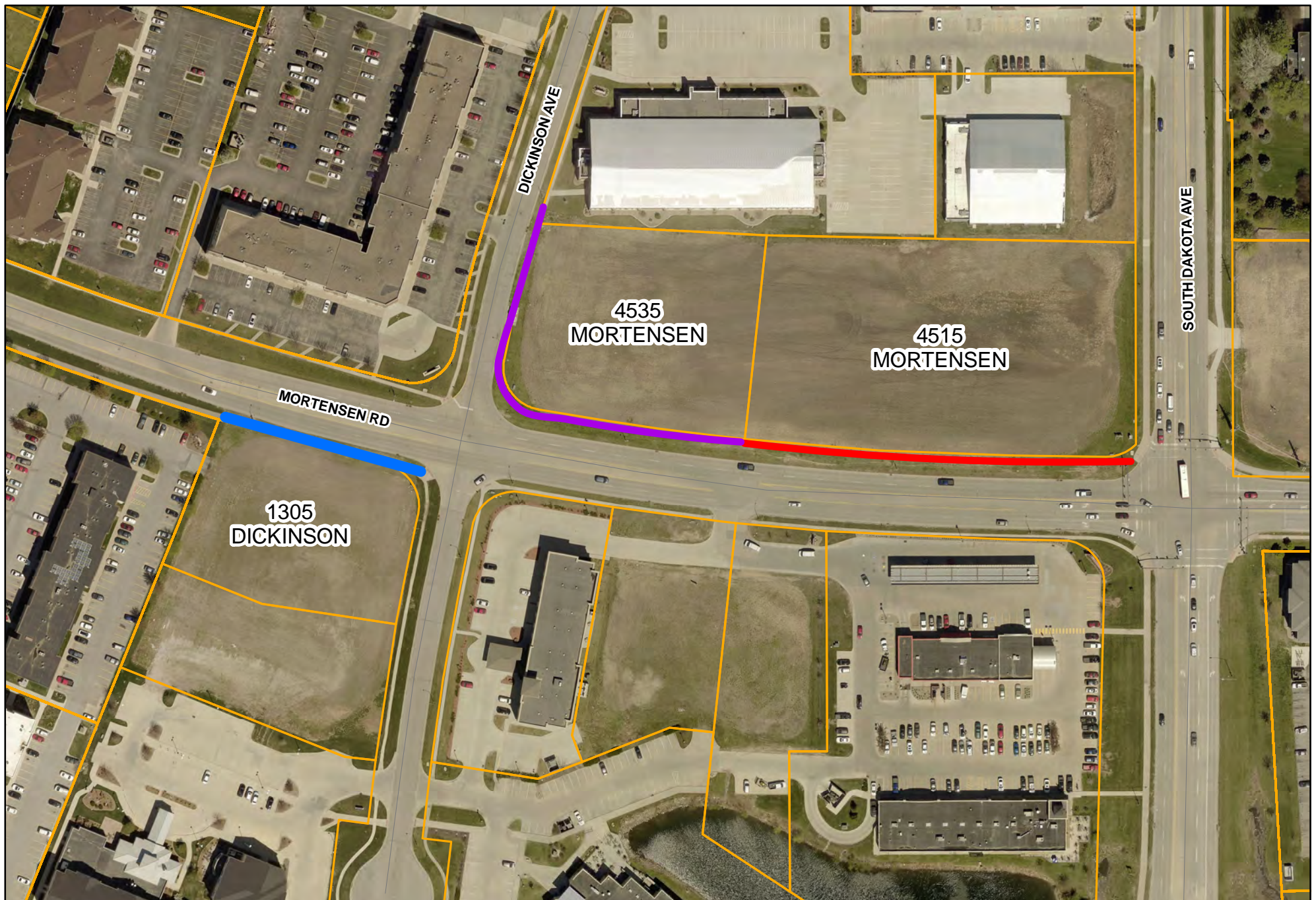
ALTERNATIVES:

1. Direct staff to allow the owners of all three properties until July 1, 2021, to complete the installation of their sidewalk/path projects, and to initiate an assessment project after that deadline for any path or sidewalk remaining to be installed.
2. Direct staff to immediately initiate a property owner assessment project for the 4515 Mortensen Road sidewalk, and maintain July 1, 2020 as a completion date for the 1305 Dickinson Avenue shared use path and the 4535 Mortensen Road sidewalk.

CITY MANAGER'S RECOMMENDED ACTION:

Unfortunately Kum & Go did not follow through with budgeting the construction of its sidewalk for 2020. Mr. Jensen is still willing to construct the sidewalk and path associated with his properties; however, pending site development would most certainly cause damage to the newly installed sidewalk/path.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as stated above. While this alternative will delay the installation of the multi-modal facilities, it will avoid having to close and reconstruct the improvements within one year.



MORTENSEN RD / DICKINSON AVE INFILL

- 4515 Mortensen Sidewalk
- 4535 Mortensen Sidewalk
- 1305 Dickinson Shared Use Path



1 inch = 150 feet

Item No. 23

To: Mayor and Council

From: Susan Gwiasda, Public Relations Officer

Date: February 25, 2020

Subject: Resident Satisfaction Survey 2020

The City of Ames is again working with Iowa State University's Institute for Design Research and Outreach to produce, distribute, and analyze the 2020 Resident Satisfaction Survey. This will be the 38th year of the survey, which includes mostly benchmarking questions.

Each year, a small amount of space is reserved for current issue/policy questions to be added. Most policy questions require some explanation before any question can be asked. Due to the space necessary to set up the question, typically only a few additional questions fit in the survey. The Council is welcome to suggest topics, but please note there is no obligation to add to the survey. **At the request of the Healthiest Ames Board in 2018 and in 2019, "Health" and "Sense of Community" benchmarking questions were asked in the survey. You could opt to include these questions again, replace them with other questions, or remove them.**

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

Our goal with the annual survey is to use feedback from our citizens regarding their satisfaction with City of Ames programs and services, capital improvement projects, and future allocations of funding to guide decision making.

Please consider what issues or policies would be helpful to have public feedback. Remember, you do not need to craft the actual questions because our consultants at Iowa State University provide that expertise.

PREVIOUS QUESTIONS

Your health

A. Overall, how would you rate your health?

<u>Poor</u>	<u>Fair</u>	<u>Good</u>	<u>Very good</u>	<u>Excellent</u>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

B. During the PAST 7 DAYS, how many days were you engaged in physical activity of 20 minutes or more?

1. 0 day
2. 1 day
3. 2 - 3 days
4. 4 - 5 days
5. 6 or more days

C. What would support you in getting more daily physical activity?

D. How interested are you in getting involved in community gardens in your neighborhood?

1. Not interested at all
2. Somewhat not interested
3. Uncertain
4. Somewhat interested
5. Very interested

E. During the last 7 days, how many times did you eat fruits? (Do not count fruit juices)

1. I did not eat fruit during the past 7 days
2. 1-3 times during the past 7 days
3. 4-6 times during the past 7 days
4. 1-2 times per day during the past 7 days
5. 3 or more time per day during the last 7 days

F. During the last 7 days, how many times did you eat other vegetables? (Do not count green salad)

1. I did not eat vegetables during the past 7 days
2. 1-3 times during the past 7 days
3. 4-6 times during the past 7 days
4. 1-2 times per day during the past 7 days
5. 3 or more time per day during the last 7 days

Sense of community

A. How many of your neighbors do you know?

1. All of them
2. Most of them
3. About half of them
4. A few of them
5. None of them

B. How strong is the sense of community in your neighborhood?

1. Extremely strong
2. Very strong
3. Somewhat strong
4. Not so strong
5. Not at all strong

C. Please indicate your level of agreement with the following community involvement statements.

[illegible]

COUNCIL ACTION FORM

SUBJECT: **2020-2021 CITY COUNCIL VALUES, GOALS, AND TASKS**

BACKGROUND:

The City Council met in retreats on January 11th and January 18th to develop its proposed goals for the next two years. In a new development this year, the City Council replaced the former model of Goals, Objectives and Tasks with Values, Goals, and Tasks. It is intended that the values statements could be used to justify a variety of additional initiatives throughout the next two years, not just the specific goals/tasks identified at the goal-setting sessions.

Following the identification of the Values and Goals, City staff met to develop proposed tasks and timelines. The attached document contains all of these components. **The City Council should note that as City staff prepared the proposed tasks, it became clear that some of the proposed deadlines contained in previously identified goals needed to be adjusted to be more achievable.** Therefore, several of the goals that the City Council had initially expected to be completed in 2020 have been adjusted to be completed in 2021.

In accordance with the City Council's directive, staff will plan to provide status updates regarding the progress towards these goals in the spring and fall. The City Council will meet in a goal update session in summer 2020.

ALTERNATIVES:

1. Approve the attached City Council Values, Goals, and Tasks for 2020-2021.
2. Modify the City Council Values, Goals, and Tasks.

CITY MANAGER'S RECOMMENDED ACTION:

The City Council's Values, Goals, and Tasks identify a number of major activities that City staff will commence work on once they are approved by the City Council. City staff will use the adopted values statements as a lens to evaluate other potential policy decisions of the City Council. Additionally, City staff will use the adopted document to modify staff's programs of work and the next recommended City Budget. The timelines for the goals have been modified to reflect staff's and City Council's ability to complete the work in a realistic timeframe. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as described above.

CITY COUNCIL VALUES, GOALS, AND TASKS

Approved February 25, 2020
To Be Accomplished by December 31, 2021

WE VALUE COMMUNICATION AND ENGAGEMENT WITH THE PUBLIC

1. Adopt an attractive, single civic app by the end of 2021.

Begin: April 2020, End: After December 2021

Task 1 – Conduct an inventory of the City's existing customer apps/programs (e.g., Ames on the Go, electric outage reporting system, RecTrac, etc.). Identify whether/how these services can be integrated into a single app.

Task 2 - Review other communities' apps to identify desired features, interfaces, and other characteristics.

Task 3 - The City Council will provide direction regarding the services to be made available through the app.

Task 4 - Prepare an RFP for an app provider.

Task 5 - Allocate funding in the FY 2021/22 Budget.

Task 6 - Select a provider and implement the app.

2. Use the best communication engagement techniques and modern technologies to engage the community by reaching people in geographic areas using multiple channels.

Begin: March 2020, End: December 2020

Task 1 – Staff will investigate best practices used in other communities to communicate effectively with residents in different geographic areas.

Task 2 – Staff will evaluate the current methods used by the City to gather contact information (utility billing, recreation classes, open houses, pop-up meetings, notification sign-ups, etc.), and investigate:

- 1) What kinds of messages can be sent to residents through existing communication systems,
- 2) Whether the City could require contact information as a condition of receiving service, and
- 3) What should be the minimum notification areas for notifying citizens of pending issues, and for what issues should citizens be notified (e.g., park issues, bond issues, street improvements, etc.).

Task 3 - After receiving these reports, the City Council will provide direction regarding these and any other communication techniques to explore.

WE VALUE DIVERSE HOUSING OPTIONS FOR THE COMMUNITY

- 1. Increase the stock of diverse housing types for a variety of income levels through zoning, including adjusting minimum lot area, multiple dwelling units on a lot, and accessory dwelling units.**

Begin: June 2020, End: After December 2021

Task 1 – Staff will provide a report regarding current standards for minimum lot area and multiple dwelling units on a lot, including how the City's existing standards differ based on building type.

- Task 2 - The City Council will decide whether to proceed with changes related to minimum lot area or multiple dwelling unit standards, and direct staff to proceed with changes.
- Task 3 - A staff report will be provided after the completion of the Comprehensive Plan in regards to accessory dwelling units and how they are used in other communities.
- Task 4 - The City Council will decide whether to proceed with changes related to accessory dwelling units, and direct staff to conduct public outreach.
- Task 5 - Following the public outreach efforts, the City Council will make a final decision regarding whether to adopt changes related to accessory dwelling units.

WE VALUE A FUN, VIBRANT COMMUNITY THAT ATTRACTS AND RETAINS PEOPLE

1. Begin construction on a downtown community space by 2021.

Begin: February 2020, End: After December 2021

- Task 1 – Incorporate funds into the FY 2020/21 Budget to design and construct a community space.

Status: In Progress – A sheet has been incorporated into the 2020/25 CIP totaling \$2.7 million for the overall project. Of this total, \$200,000 is budgeted in FY 2020/21 for design.

- Task 2 – The Parks and Recreation Commission and City staff will solicit input from the public regarding desired features and location for the project.

Task 3 – Prepare an RFP and select a consultant to complete a design for the facility and provide cost estimates for the project.

Task 4 – After receiving a recommendation from the Parks and Recreation Commission and cost information from the consultant, the City Council will make final decisions regarding the features to be included in a downtown community space and the location.

Task 5 – Finalize the financial plan for the project.

Task 6 – Complete construction design, award a contract, and complete construction.

2. Obtain referendum approval to construct an indoor aquatic facility by summer 2021.

Begin: February 2020, End: September 2021

Task 1 – Incorporate funds into the amended FY 2019/20 Budget to hire a firm to complete a conceptual design and prepare capital, operating, and maintenance expenses.

Status: In Progress – The City Council has included \$75,000 in the FY 2019/20 Adjusted Budget to retain a design firm for the conceptual design of the project.

Task 2 – The Parks and Recreation Commission and City staff will solicit input from the public regarding desired features and location for the project.

Task 3 – Prepare an RFP and select a consultant to complete a design for the facility and provide cost estimates for the project.

Task 4 – After receiving a recommendation from the Parks and Recreation Commission and cost information from the consultant, the City Council will make final decisions

regarding the features to be included in an indoor aquatic facility and the location.

Task 5 – Allocate funds for an educational campaign and create a “friends” group. Prepare bond referendum language and hold the referendum election.

Task 6 – Assuming the bond referendum passes, complete construction design, award a contract, and complete construction.

3. Create a Beautification Master Plan for community entryways and thoroughfares by the end of 2021.

Begin: October 2020, End: December 2021

Task 1 – Inventory existing beautification plans, gateway signage, themes established for public rights-of-way, public art programs, and other plans that have been conceptualized or implemented.

Task 2 – The City Council will identify the scope of the beautification master plan and staff will then prepare an RFP for a consulting firm to assist in the development of the plan.

Task 3 – Hire a firm to complete the plan.

Task 4 – Adopt the plan and allocate funding in future budget years to complete the plan’s components.

Task 5 – Begin construction on the first phase of the project.

WE VALUE A DIVERSE, EQUITABLE, AND INCLUSIVE COMMUNITY

1. Develop a shared understanding of diversity, equity, and bias as they relate to Council decisions and the policy-making process.

Begin: February 2020, End: July 2020

Task 1 – Staff will provide a report regarding trainings that are tailored to City Councils regarding diversity, equity, and bias in policymaking.

Task 2 – An annual training program will be selected and undertaken by the Council Members beginning in 2020.

2. Through local ordinances, expand protections for Ames citizens beyond the Code of Iowa floor protections by 2021.

Begin: February 2020, End: September 2020

Task 1 – A staff report will be provided regarding broadening hate crime protections.

Task 2 – A staff report will be provided regarding source of income protections in rental housing.

Task 3 – A staff report will be provided regarding “ban the box” protections in housing and employment.

Task 4 – The City Council will determine whether to implement ordinance changes regarding any of these issues.

3. Identify, by the end of 2020, the ways the City can assist the Ames Community School District in its efforts to close the achievement gap.

Begin: March 2020, End: August 2020

Task 1 – The Mayor and City Manager will meet with the ACSD Board President and Superintendent in spring 2020 to discuss the issues.

Task 2 – A workshop will be held between the City Council and the ACSD Board in summer 2020 to discuss what role, if any, the City Council can play in closing the achievement gap.

Task 3 – The City Council will identify any next steps it wishes to pursue following the workshop.

WE VALUE ENVIRONMENTAL SUSTAINABILITY

1. Develop and adopt a Climate Action Plan by the end of 2021.

Begin: March 2020, End: After December 2021

Task 1 – Incorporate funding into the FY 2019/20 adjusted budget for a Climate Action Plan.

Status: Completed – The City Council has allocated \$130,000 in the FY 2019/20 adjusted budget to retain a consultant for this initiative.

Task 2 – Staff will prepare an RFP for a firm to complete a Climate Action Plan, which will need to be approved by the City Council before it is issued.

Task 3 – Issue the RFP and select a consultant to conduct the Climate Action Plan.

Task 4 – The City Council will receive the Greenhouse Gas Inventory final report, and the results will be provided to the consultant for the Climate Action Plan.

Task 5 – Receive the proposed Climate Action Plan and review the findings.

Task 6 – Approve the plan and adopt implementation steps and schedules.

OLD CAF
ITEM # ~~3g-25a~~
DATE: ~~02-11-20~~
02-25-20

COUNCIL ACTION FORM

SUBJECT: MOTION SETTING FEBRUARY 25, 2020 AS THE DATE OF PUBLIC HEARING TO ADOPT A MAXIMUM CITY PROPERTY TAX LEVY FOR FISCAL YEAR 2020/21

BACKGROUND:

During the 2019 legislative session, changes were made to the Iowa Code that altered the process for adoption of annual budgets for cities. Per Iowa Code Section 384.15A, cities must now hold a public hearing and adopt a maximum property tax levy in any year the city expects to adopt a budget that includes a levy of property taxes (excluding debt service) exceeding 102 percent of the prior budget. Additionally, the Code requires that notice of the hearing be included on the City internet site and primary social media account. The approval of the maximum levy requires a two-thirds majority of the Council.

One of stated purposes of the new legislation was to improve transparency and disclosure of proposed property tax increases for local government.

CITY OF AMES BUDGET AND PROPERTY TAX LEVY

As a growing city, Ames routinely adopts a budget that includes a levy of property taxes that exceeds 102 percent of the prior year. Ames has also followed a policy of complete and full disclosure for the proposed and adopted budget, including the levy of property taxes and the impact of the various classes of property. Because of this, compliance with the Iowa Code changes will fit within our established budget process, but will require an additional hearing and posting of property tax levy information in the format established by the State of Iowa.

Attached is the draft form providing notice of public hearing for the maximum levy rate. **Council may make decisions as part of the February 11 budget wrap-up session that could result in adjustments to the maximum levy rate. City staff will make any adjustments needed during the meeting; the Council will then set the hearing on the maximum levy with those decisions incorporated.**

The deadline for adoption of the budget has changed from March 15 to March 31 to allow time for notice and the additional hearing. However, adoption of a maximum levy resolution after the public hearing on February 25 will be required to maintain the established budget schedule and to adopt a budget with funding adequate to meet service levels desired by Council.

ALTERNATIVES:

1. Establish February 25, 2020, as the date to hold a public hearing and adopt a resolution establishing the City of Ames maximum property tax levy for fiscal year 2020/21 as determined in the February 11, 2020 Council meeting.
2. Delay the hearing and resolution establishing the City of Ames maximum property tax levy for fiscal year 2020/21.

CITY MANAGER'S RECOMMENDED ACTION:

Holding a public hearing and adopting a maximum property tax levy is required to proceed with the City Manager's recommended budget and any modifications made by City Council.

Therefore, it is the recommendation of the City Manager that the City Council approve Alternative No. 1, thereby establishing February 25, 2020, as the date to hold a public hearing and adopt a resolution establishing the City of Ames maximum property tax levy for fiscal year 2020/21 as determined in the February 11, 2020 Council meeting.

Please remember, the maximum property tax levy that is now required to be highlighted does not include the Debt Service Levy!

COUNCIL ACTION FORM

**SUBJECT: PUBLIC HEARING AND NOTICE OF INTENT TO ISSUE \$13,865,000
ESSENTIAL CORPORATE PURPOSE GENERAL OBLIGATION
BONDS, \$9,635,000 GENERAL OBLIGATION REFUNDING BONDS
AND ASSOCIATED TAX LEVY FOR DEBT SERVICE**

BACKGROUND:

The FY 2020/21 budget includes a number of General Obligation (G.O.) Bond-funded capital improvements. A public hearing is required to authorize issuance of bonds and the levy of property taxes for debt to be issued. The dollar amounts and corresponding property tax levy for the planned G.O. bond issue are included as part of the FY 2020/21 budget.

The G.O. Bonds and debt service levy for the FY 2020/21 budget were based on projects listed in the table below. Council authorization will be required at a later date to authorize the sale of the bonds. Bonds are expected to be issued shortly after the start of the new fiscal year. In addition to the G.O. Bonds to fund capital improvement projects, staff has identified a potential refunding for bonds issued in 2010, 2011, and 2012 that may provide savings in debt service costs. Though Council will be holding a public hearing and notice of intent on the sale of bonds, the refunding sale will not go forward unless adequate savings are expected.

Please note that in addition to the amount to fund the \$13,181,900 in G.O. bond-funded capital projects, the not-to-exceed amount for the issuance includes a \$1,018,100 additional authorization to allow for issuance costs and the option to sell bonds at a premium over the par or face value of bonds. In any case, debt will not be issued in an amount where debt service exceeds the property tax levy included in the proposed budget.

The public hearing and pre-levy authorization is required at the time of the budget approval to levy property taxes for the bonds not yet issued. The pre-levy amount is included as part of the total debt service property tax levy and is \$1,073,126 of the total taxes levied for debt service at \$10,043,500.

The Capital Improvements Plan's 2020/21 G.O. Bond issue includes the following:

Fire Apparatus Replacement	\$	1,375,000	
Cherry Avenue Extension		510,000	
Arterial Street Pavement Improvements		900,000	
Collector Street Pavement Improvements		1,400,000	
Concrete Pavement Improvements		2,300,000	
Asphalt Street Pavement Improvements		1,400,000	
CyRide Route Pavement Improvements		600,000	
Seal Coat Pavement Improvements		750,000	
U.S. Highway 69 Improvements		230,000	
South Dayton Improvements		700,000	
Intelligent Transportation System		141,900	
Bridge Rehabilitation Program		375,000	
Subtotal Tax Supported Bonds			\$ 10,681,900
East 13 th Street Sanitary Sewer Extension (TIF Abated)		2,500,000	
Subtotal TIF Abated Bonds			2,500,000
Total Bond Funded Projects			13,181,900
Refunding Bonds			9,300,000
Issuance Cost and Allowance for Premium			1,018,100
Grand Total – 2020/21 G.O. Issue			\$23,500,000

ALTERNATIVES:

1. Adopt a resolution authorizing the issuance of Essential Corporate Purpose General Obligation Bonds and General Obligation Refunding Bonds in an amount not to exceed \$23,500,000 and the Debt Service levy to pay principal and interest on the bonds as well as setting the date of public hearing for March 10, 2020.

It should be noted that the \$2,500,000 in TIF abated bonds for extending the sanitary sewer line along 13th Street from Dayton across Highway 35 is included in the public hearing notice. However, the City Council will not be obligated to issue bonds for this project unless we are able to finalize an acceptable agreement with the developer and complete the TIF process.

2. Modify the pre-levy resolution authorizing the issuance of Essential Corporate Purpose General Obligation Bonds, reduce the FY 2020/21 property tax levy, and delay one, or more, of the recommended capital projects. Under this alternative, the City Council will require setting a date of public hearing for March 10, 2020.

CITY MANAGER'S RECOMMENDED ACTION:

Prior to the issuance of this debt, state law requires that this pre-levy resolution be adopted. This is a required step in order to accomplish the Council's approved capital improvements for the upcoming fiscal year.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby adopting a resolution authorizing the issuance of Essential

Corporate Purpose General Obligation Bonds and General Obligation Refunding Bonds in an amount not to exceed \$23,500,000 and the Debt Service levy to pay principal and interest on the bonds as well as setting the date of public hearing for March 10, 2020.

COUNCIL ACTION FORM

SUBJECT: AWARD CONTRACT FOR HOMEWOOD GOLF COURSE CLUBHOUSE PROJECT

BACKGROUND:

This project includes the demolition of the current clubhouse and the construction of a new clubhouse at Homewood Golf Course. The existing clubhouse is a converted home moved to its current location in 1967. A rendering of the proposed new clubhouse is shown below. The new facility will include a clubhouse area (concession counter, seating for 24), a community room (seating for 80, fireplace), two universal restrooms, staff office, outdoor patio, and golf cart storage. The first floor is 3,198 square feet while the cart storage below is 1,826 square feet. The current timeline for this project is to start construction in late summer and have the clubhouse operational in April 2021.



Staff contracted with the Farnsworth Group, Waukegan, Iowa to design the new clubhouse. City Council approved plans and specifications on January 14, 2020, and bid letting followed. The bid due date was February 13, 2020 with seven bids being received.

Bid documents included a base bid and three alternates which are described below:

Base Bid: Includes the Ames Fire Department burning the current clubhouse with the contractor disposing of the remaining debris and the construction of the new clubhouse.

Alternate 1: Contractor to demolish the current clubhouse in the event the Fire Department cannot burn.

Alternate 2: Add a standing seam metal roof in place of steel shingles.

Alternate 3: Install the sidewalk from the building to 20th Street. This was done as an alternate to isolate the cost as it is being funded through a different CIP project.

A summary of the bids is shown below:

Bidder	Base Bid	Alt. 1	Alt. 2	Alt. 3
R. H. Grabau Construction, Inc.	\$1,349,000	\$ 8,154	\$33,282	\$25,881
HPC, L.L.C.	\$1,370,000	\$ 3,200	\$18,000	\$30,000
Keystone Construction Services	\$1,422,000	\$59,000	\$28,930	\$53,400
OLP Construction, LLC	\$1,448,900	\$32,000	\$ 7,000	\$26,000
Lang Construction Group, Inc.	\$1,461,000	\$ 8,500	\$14,900	\$23,800
Lansink Construction, Inc.	\$1,465,900	\$12,900	\$ 6,700	\$34,700
Jensen Builders LTD	\$1,490,000	\$ 2,500	\$ 3,200	\$31,800

In addition to the base bid and alternate costs, FFE (Furniture, fixtures, and equipment) and contingency need to be added to get a total project cost. Staff is recommending only adding Alternate 3 as this cost will be covered through a separate CIP project. If the Fire Department cannot burn the current clubhouse, the additional demolition costs (Alternate 1) could be taken from the project contingency. Below is an overview of the funding needed and available for this project.

FUNDING NEEDED:

Base Bid	\$ 1,349,000
Alternate 3 Bid	25,881
Contingency (4.4%)	60,000
FFE	61,695
A & E	50,000
Total Funding Needed	\$ 1,546,576

FUNDING AVAILABLE:

Remaining Construction Budget	\$ 990,850
Alternate 3 (Separate CIP Project)	25,881
A & E Budget	50,000
Clubhouse Donation	10,000
Total Funding Available	\$ 1,076,731

Shortfall **\$ (469,845)**

Additionally, Parks & Recreation has \$20,000 of undesignated donations that can be used for the clubhouse project, which would still leave a shortfall of \$449,845. To cover this shortfall, Council could choose to use Park Development funds to bring this project to fruition. The unobligated Park Development fund balance is projected to be \$570,888 as of June 30, 2020. It also appears approximately \$50,000 of Park Development Funds will not be needed for the Brookside Restroom project, which will then increase the balance to \$720,888. If Council elects to use Park Development funds for this project, the balance would decrease to \$271,043.

There is only one project in the FY 2020-2025 CIP that will utilize Park Development funds and that is Rose Prairie Park for \$200,000. Considering the history of that project, it is unlikely that the \$200,000 will be expended prior to 2025. If no other projects use these funds, and \$100,000 from Local Option Sales Tax revenues continues to be transferred to the Park Development Fund each year, there is expected to be approximately \$471,000 in the balance as of June 30, 2025 (excluding interest revenues received).

PARK DEVELOPMENT FUND			
			Balance (excluding interest rev.)
	Balance June 30, 2020		\$570,888
FY 2020/21	Transfer from LOST	100,000	670,888
FY 2020/21	Brookside Restroom Savings	\$50,000	720,888
FY 2020/21	Clubhouse Project	(449,845)	271,043
FY 2021/22	Transfer from LOST	100,000	371,043
FY 2022/23	Transfer from LOST	100,000	471,043
FY 2023/24	Transfer from LOST	100,000	571,043
FY 2024/25	Transfer from LOST	100,000	671,043
FY 2024/25	Rose Prairie Park	(200,000)	471,043

As stated in Attachment A, Kristofer Orth, Farnsworth Group Architect, states “The low and high bids received has a 10% spread which is not uncommon on a project of this size and scope. There was only a 1.5% difference between the low and second low bids. This illustrates the documents were viewed consistently by the contractors and the bid pricing is sound.” Mr. Orth continues, “It will be very difficult to revise and rebid the project and reduce the cost by 10.5% or more. This likely requires a reduction in the quality of materials and the scope of the project. Sacrifices to both program space and functionality will be necessary. Significant effort was provided by City staff to make the design decisions which were incorporated into the bid documents. A redesign will require additional City staff effort to make decisions about what sacrifices to incorporate into a revised set of documents. Additionally, there will be re-design fees associated with revising and re-bidding the project.”

ALTERNATIVES:

1. Award a contract for the base bid and Alternate 3 for the Homewood Golf Course Clubhouse Project to R. H. Grabau Construction, Inc., Boone, Iowa in the amount of \$1,374,881 and appropriate \$449,845 from the Park Development Fund balance along with \$20,000 for the undesignated Parks and Recreation Department donations account to accomplish this project.
2. Accept the report of bids, but not award a contract at this time and provide direction to staff to change the scope of the project to reduce the overall cost.
3. Reject all bids and direct staff to rebid the project at a future date.
4. Reject all bids and do not pursue the Homewood Golf Course Clubhouse Project at this time.

CITY MANAGER'S RECOMMENDED ACTION:

The new Homewood Golf Course Clubhouse will be a great addition to the park system that will not only serve golfers, but also provide a community facility that can be used year round by Ames residents. Staff has worked with the architect to design a building that is functional, attractive, and energy efficient.

While LEED certification was explored for the building during early stages of the project planning, it was ultimately decided to design the building to be highly efficient without obtaining LEED certification. Geothermal heating and cooling, LED lighting, and a high efficiency water heater are some of the items included in the design to keep the building's carbon footprint as low as possible.

The low bid, FFE, and contingency create a funding shortfall of \$449,845 for this project, assuming the \$20,000 in undesignated donations is used. Receiving seven bids that are within 10% of each other indicates that the bid pricing is sound and reflects the true market value for this project. Additionally, reducing the scope of the project will impact building quality, as well as affect programming and functionality.

Therefore, it is the recommendation of the City Manager that the City Council support Alternative #1, which awards a contract to R. H. Grabau Construction, Inc., Boone, Iowa in the amount of \$1,374,881 for the Homewood Golf Course Clubhouse project.



February 19, 2020

City of Ames
Keith Abraham, Director of Parks and Recreation
515 Clark Avenue
Ames, Iowa 50010

Re: Homewood Golf Course Clubhouse - Bid Recommendation
Ames, Iowa

Dear Mr. Abraham,

Bids for the Homewood Golf Course Clubhouse were received on Thursday February 13, 2018 at 2:00 p.m. We distributed paper or electronic copies of the bid documents to more than (10) perspective general contractors, and seven (7) bids were received for this project. One of the bidders was not even on the plan holders list. The bid process included placing the Notice of Public Hearing and Invitation to Bid with the appropriate construction industry plan rooms and documents were distributed by the City of Ames Purchasing Department. Farnsworth Group assisted in generating the initial list of potential bidders and provided those to Mike Adair. We feel the number of bids submitted shows a very positive interest from the construction community in this project. The bidding climate in February is ideal as contractors are starting to determine their workload for the upcoming year. Typically, the best bids are received between the beginning of January and the end of February.

The bid letting was handled by Mike Adair, City of Ames. Bids were opened utilizing construction industry protocol. There were no objections voiced at the bid letting. The Bid Tabulation was prepared and distributed by Mike Adair. The low and high bids received had a 10% spread which is not uncommon on a project of this size and scope. There was only a 1.5% difference between the low and second low bids. This illustrates the documents were viewed consistently by the contractors and the bid pricing is sound.

The 95% CD Cost Estimate illustrates a Total Estimated Construction Cost (base bid), for this work of \$1,220,239. The apparent low bidder, RH Grabau Construction submitted a bid of \$1,349,000, which is \$128,761 or 10.5% above the estimate. While the 95% CD Cost Estimate was generated based on the detailed input of our professional cost estimating consultant, Stecker Harmsen, it is still an estimate. The actual bids received reflect the current construction cost for this project in this marketplace. Contractors and subcontractors seem to be extremely busy, and construction costs seem to be on the rise due to a shortage of labor in the various trades.

Given the low bid is over the estimate, there are three options:

- 1) Add funding and Approve the low bid.
- 2) Reject the bids, revise and rebid the project.
- 3) Reject the bids and do not proceed with the project.

It will be very difficult to revise and rebid the project and reduce the cost by 10.5% or more. This likely requires a reduction in the quality of materials and the scope of the project. Sacrifices to both program space and functionality will be necessary. Significant effort was provided by city staff to make the design decisions which were incorporated into the bid documents. A redesign will require additional city staff effort to make decisions about what sacrifices to incorporate into a revised set of documents. Additionally, there will be re-design fees associated with revising and re-bidding the project.

The project has been designed as an energy efficient facility with space to be used for the golf course and by the community year-round. It will be an asset to the City of Ames for many years. Therefore, Farnsworth Group recommends awarding the project to RH Grabau Construction, Inc. from Boone, Iowa for the following:

Base Bid	\$1,349,000.00
<u>Alternate #3 – Provide 5-foot wide Sidewalk (funded from another CIP)</u>	<u>\$25,881.00</u>
Total Construction Contract of	\$1,374,881.00

We also recommend the City of Ames set aside a construction contingency of 3-5% of the cost of construction for unforeseen conditions and incidental changes.

If you have any questions, please feel free to contact us.

Sincerely,

FARNSWORTH GROUP, INC., formerly Design Alliance, Inc.



Kristofer J. Orth, AIA,
KJO:kjo

COUNCIL ACTION FORM

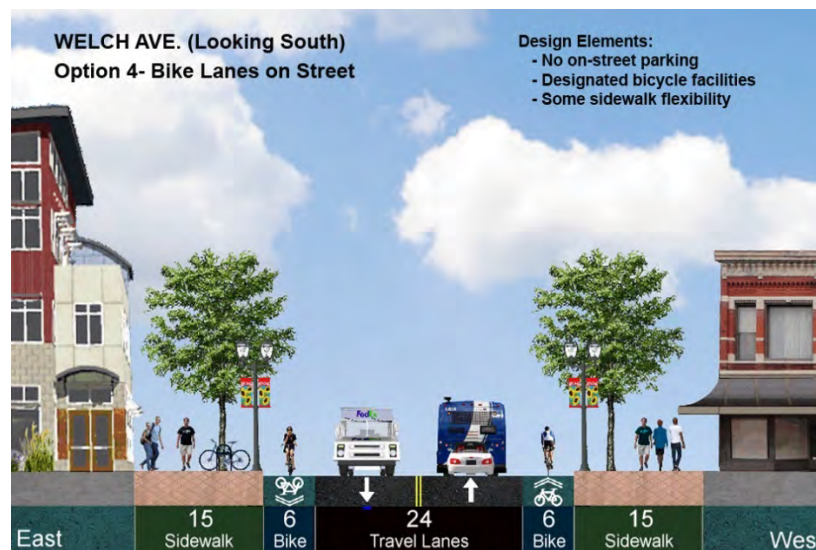
SUBJECT: **CAMPUSTOWN PUBLIC IMPROVEMENTS (WELCH AVENUE)**

BACKGROUND:

The 100 block of Welch Avenue, between Lincoln Way and Chamberlain Avenue, is one of the oldest utility corridors in Ames. Reconstruction of this block is included in the FY 2019/20 Capital Improvement Plan. Scheduled improvements to Welch Avenue provide the opportunity to enhance traffic flow, upgrade utilities, add amenities, and explore ways to match the current use of the area to a new streetscape. It should be noted that the project as bid includes replacing the water main in the 200 and 300 blocks of Welch.

The Welch Avenue street pavement was most recently built in the late 1980's/early 1990's and feature century-old underground utility infrastructure in need of upgrading. The reconstruction of the 100 block of Welch Avenue will also include the underground utility updates that are located on Welch Avenue (Lincoln Way to Knapp Street). These utility updates include water main, storm sewer, and sanitary sewer.

City Council selected the following cross section for design.



A professional services agreement contract with WHKS of Ames, Iowa was approved in an amount not to exceed \$139,000. WHKS and City staff held multiple project informational meetings with area property owners and businesses. WHKS and City staff also had multiple one-on-one discussions with businesses directly being impacted by the project to gain input on the project timing, staging and design. Comments received were considered with the project design.

Revenues and expenses associated with the plans that were bid on February 12, 2020, are estimated as follows:

	Available Revenue	Estimated Expenses
GO Bonds	\$ 1,000,000	
Water Utility Funds	\$ 425,000	
Sewer Utility Funds	\$ 125,000	
Electric Utility Funds	\$ 100,000	
Road Use Tax	\$ 100,000	
IDALS (Grant)	\$ 100,000	
Sanitary Sewer Rehabilitation (Sewer Utility Funds)	\$ 156,000	
Water System Improvements (Water Utility Funds)	\$ 190,000	
Storm Water Improvements (Storm Sewer Funds)	\$ 70,000	
Campustown Public Improvements (Welch Avenue)		\$ 1,800,000.00
2019 Lincoln Way Water Service Transfer (completed)		\$ 169,969.96
Engineering/Administration (Est.)		\$ 250,000.00
	\$ 2,266,000	\$ 2,219,969.96

On February 12, 2020, bids for the project were received as follows:

<i>Bidder</i>	<i>Amount</i>
Engineer's estimate	\$1,800,000.00
Con-Struct Inc.	\$2,790,857.00
Absolute Concrete	\$3,445,714.90

The consultant and City staff have been evaluating the bids received. Several aspects of the project have been identified as leading to the high bids. These include water system improvements in the 200 and 300 blocks of Welch Avenue (Chamberlain St. to Knapp St.), streetscape features, and water quality improvements. Completion date of the overall project was also a consideration. **Ultimately, the design team thought that it best to modify quickly and re-bid the project so that construction can be completed in 2020.**

The design team members have reached out to water quality specialists and precast concrete suppliers, which has resulted in design plan changes of the water quality system components and improved clarity in the plans, while keeping the water quality improvement intention. Several components of the project have been changed to alternates so that with a re-bid there is a base project plus add alternates for consideration. Unfortunately, under this new plan, the completion date for the overall project has been extended into fall 2020. City staff spoke with Campustown Action Association (CAA) who said that area businesses have voiced concern about construction extending into ISU home football game season. Staff will expand public outreach and have also included language in the plans for consistent progress to be made upon commencing each construction phase.

The design team has re-designed the project with a base bid and then alternatives with additional items to potentially be added into the project. Alternate 1 is adding the watermain improvement of the 200 – 300 block of Welch Ave, Alternate 2 is swapping three of the tree trenches for planter boxes, and Alternate 3 involves miscellaneous items.

A total estimated cost is shown below:

Contractor	Base Bid	Alternate 1	Alternate 2	Alternate 3
Engineer's Estimate	\$1,800,000	\$400,000	\$50,000	\$65,000

ALTERNATIVES:

1. a. Accept the report of bids for the Campustown Public Improvements (Welch Avenue) project.
b. Approve the final plans and specifications for this project.
c. Reject the Campustown Public Improvements (Welch Avenue) project bids and direct staff to re-bid the project.
d. Approve the plans and specifications for the Campustown Public Improvements project and establish March 18, 2020, as the date of letting and March 24, 2020, as the date for report of bids.
2. Award the contract to Con-Struct of Ames, IA in the amount of \$2,790,857.00.
3. Do not proceed with this project during the 2020 construction season, instead delay construction to 2021.

MANAGER'S RECOMMENDED ACTION:

By rejecting the bids then approving revised preliminary plans and specifications, this project re-bid will result in lower street maintenance costs, improve area drainage, update the underground utilities and provide a better Campustown aesthetic. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.

However, while the design team will make changes to get the project cost within the budget, it is unknown how the bids are going to come in due to contractors projected workload and other factors.

COUNCIL ACTION FORM

SUBJECT: IOWA STATE UNIVERSITY RESEARCH PARK PHASE IV

BACKGROUND:

The ISU Research Park Phase IV Road and Utility Improvements Project consists of the public improvements associated with this next phase of the Research Park expansion. This project includes the paving of approximately 1,570 feet of South Riverside Drive (with shared use path), 1,860 feet of Collaboration Place (with on-street bike lanes), the extension of sanitary sewer and water main, the installation of electric distribution improvements, and street lighting.

On February 12, 2020, bids for this project were received as follows:

<i>Bidder</i>	<i>Bid Amount</i>
<i>Engineer's Estimate</i>	<i>\$ 3,223,599.25</i>
Con-Struct Inc.	\$ 2,823,757.81
Absolute Concrete	\$ 3,069,920.66
Rognes Corp.	\$ 3,284,882.65

<u>Funding Source</u>	<u>Funding</u>	<u>Est. Expenses</u>
Iowa DOT (RISE – up to 70%, utilities not eligible)	\$1,812,091	
Department of Commerce (EDA – up to 50%)	\$1,743,558	
G.O. Bonds (TIF Abated – electric not eligible)	\$ 314,204	
Ames Electric Operating Budget	\$ 135,000	
Engineering/Admin		\$ 500,000.00
Construction		\$2,823,757.81
TOTAL	\$4,004,853	\$3,323,757.81

Because this project is being funded by an Economic Development Administration (EDA) grant and a Revitalize Iowa's Sound Economy (RISE) grant, the contract may be officially awarded only after both Iowa DOT and EDA concurrence has been given. Currently, the EDA is waiting on the State Historic Preservation Office (SHPO) determination and the Iowa DOT is reviewing the bid documents. **Therefore, this action form is for the report of bids only until both parties concur with award.**

ALTERNATIVES:

1. Accept the report of bids for the Iowa State University Research Park Phase IV Project
2. Direct staff to make changes to this project.

CITY MANAGER'S RECOMMENDED ACTION:

The reporting of bids is required for this project and approving the final plans and specifications will allow this project to move forward with award at a later date. **Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.**

COUNCIL ACTION FORM

SUBJECT: **SOUTH GRAND AVENUE EXTENSION – 0.1 MILES NORTH OF SOUTH 16TH STREET NORTH 0.54 MILES TO SOUTH 5TH STREET**

BACKGROUND:

This project is part of the extension of South Grand Avenue from S 3rd Street to S 16th Street and associated projects to extend S 5th Street and for intersection improvements at S 16th Street/S. Duff Avenue. The projects have been broken into three phases to allow for potential flexibility in timing of construction and funding. The phases are:

- 1) S. 5th St extension and the portion of S. Grand Ave from Squaw Creek Drive to S. 5th St (previously awarded)
- 2) S Grand Ave south of S. 5th St (**this project**).
- 3) Reconstruction and widening additional turn lanes at S. Duff Ave and S. 16th St. (future letting)

A summary of revenues and projected expenses for all three phases is shown below.

Activity	Expenses	Revenue
Engineering (overall total)	\$2,500,000.00	
South 5 th Street Project (Awarded)	\$3,159,304.15	
S 16 th St/S Duff project (Estimated)	\$2,000,000.00	
Construction (This project)	\$9,368,716.27	
GO Bonds		\$11,580,000
MPO/STP Funds (\$4,300,000 in CIP)		\$5,500,000
Federal/State Grants (\$4,273,000 in CIP)		\$2,791,485
TOTAL	\$17,028,020.42	\$19,871,485

On February 18, 2020, bids for the project were received through the Iowa Department of Transportation (DOT) as follows:

<i>Bidder</i>	<i>Bid Amount</i>
<i>Engineer's Estimate</i>	<i>\$12,200,000.00</i>
Peterson Contractors Inc.	\$9,368,716.27
Jensen Construction Co.	\$9,737,096.91
Cramer and Assoc., Inc.	\$10,388,440.56
Godbersen-Smith Construction Co & Subsid.	\$10,621,904.58
Dixon Construction Co.	\$11,056,485.19
Herberger Construction Co., Inc.	\$12,519,934.40

ALTERNATIVES:

1. a. Accept the report of bids for the South Grand Avenue Extension – 0.1 Miles North of South 16th Street North 0.54 Miles to South 5th Street.

b. Approve the final plans and specifications for this project.

c. Award the South Grand Avenue Extension – 0.1 Miles North of South 16th Street North 0.54 Miles to South 5th Street to Peterson Contractors Inc. of Reinbeck, Iowa, in the amount of \$9,368,716.27, contingent upon receipt of Iowa DOT concurrence.
2. a. Accept the report of bids for the South Grand Avenue Extension – 0.1 Miles North of South 16th Street North 0.54 Miles to South 5th Street.

b. Reject award and direct staff to modify the project for a future Iowa DOT bid letting.
3. Do not proceed with the project at this time.

CITY MANAGER'S RECOMMENDED ACTION:

Awarding this project will allow the contractor to start construction of the S. Grand Avenue Extension by April 6, 2020, with project completion by Fall 2021. Delay or rejection of these plans and specifications will delay this project, and possibly jeopardize the funding.

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

Staff has been working with the property owners impacted by Phase 3 (the reconstruction and widening additional turn lanes at S. Duff Ave and S. 16th St.) Unfortunately, to date we have not be able to reach an agreement with all property owners regarding the purchasing of a portion of their land. Therefore, construction of this phase is unlikely to begin until FY 2020/21.