

**AGENDA**  
**REGULAR MEETING OF THE AMES CONFERENCE BOARD**  
**AND REGULAR MEETING OF THE AMES CITY COUNCIL**  
**COUNCIL CHAMBERS - CITY HALL\***  
**JANUARY 26, 2021**

**\*DUE TO THE COVID-19 PANDEMIC, THE CONFERENCE BOARD AND CITY COUNCIL MEETINGS WILL BE CONDUCTED AS ELECTRONIC MEETINGS. IF YOU WISH TO PROVIDE INPUT ON ANY ITEM, YOU MAY DO SO AS A VIDEO PARTICIPANT BY GOING TO:**

<https://zoom.us/j/826593023>

**OR BY TELEPHONE BY DIALING:** US:1-312-626-6799 or toll-free: 1-888-475-4499  
Zoom Meeting ID: 826 593 023

**YOU MAY VIEW THE MEETING ONLINE AT THE FOLLOWING SITES:**

<https://www.youtube.com/ameschannel12>

<https://www.cityofames.org/channel12>

**or watch the meeting live on Mediacom Channel 12**

**NOTICE TO THE PUBLIC:** The Mayor and City Council welcome comments from the public during discussion. If you wish to speak, please see the instructions listed above. 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.

**REGULAR MEETING OF THE AMES CONFERENCE BOARD**

**CALL TO ORDER:** 6:00 p.m.

1. Roll Call
2. Motion approving Minutes of February 25, 2020
3. Discussion of City Assessor's budget proposals:
  - a. Motion approving recommendations of Assessor's report
  - b. Motion to receive proposed budget (adoption of budget will occur after hearing is held)
  - c. Motion to set 6:00 p.m. on February 23, 2021, as date of public hearing on proposed FY 2021/22 City Assessor's 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.

**RECOGNITION:**

1. Recognition of Robert Dean, Nathaniel Ward, and Obai Elmustafa for their heroic actions on December 9, 2020, to notify and rescue two residents from an apartment fire at 220 South Dakota Avenue

**PROCLAMATION:**

2. Proclamation in observance of Ames Rotary Club's 100<sup>th</sup> Anniversary

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

3. Motion approving payment of claims
4. Motion approving Minutes of Regular City Council Meeting held January 12, 2021
5. Motion approving Report of Change Orders for period January 1 - 15, 2021
6. Motion approving New 12-month Class C Liquor License with Sunday Sales: Springhill Suites, 1810 SE 16<sup>th</sup> Street, **Pending Food Establishment License**
7. Motion approving New 12-month Class C Liquor License with Sunday Sales: Cactus 2, 2420 Lincoln Way Ste B, **Pending Food Establishment License and DRAM**
8. Motion approval renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
  - a. Special Class C Liquor License (B/W) Outdoor Service and Sunday Sales - Blaze Pizza (2320 Lincoln Way #109) **Pending DRAM**
  - b. Class C Liquor License, Outdoor Service & Sunday Sales - El Azteca (2727 Stange Road)
  - c. Class C Liquor License Sunday Sales & Catering - Ge' Angelo's (823 Wheeler St #9)
  - d. Class C Beer Permit, Class B Wine Permit, Class E Liquor License - Fareway Store #386 (619 Burnett Ave)
  - e. Class C Beer Permit, Class B Wine Permit Class E Liquor License - Fareway Store #093 (3619 Stange Road)
  - f. Special Class C Liquor License (B/W) - Clouds Coffee LLC (119 Stanton Ave)
9. Resolution adopting revised Employee Recognition Programs Policy
10. Resolution approving Quarterly Investment Report for the Period Ending 12/31/2020
11. Requests from Ames Town and Gown to amend scope and time frame of 2021 COTA Spring Special Project Grant Contract:
  - a. Resolution approving contract amendment
  - b. Resolution approving carry-over of \$570 from FY 2020/21 to FY 2021/22
12. Resolution modifying FY 2020/21 ASSET Contract with Heartland Senior Services due to COVID-19
13. Requests from Ames Main Street (AMS) for Music Walk on Thursday, April 29, 2021:
  - a. Motion approving blanket Temporary Obstruction Permit and blanket Vending License in Central Business District
  - b. Resolution approving closure of 10 metered parking spaces for food trucks and musicians

- from 3:00 p.m. to 9:00 p.m.
- c. Resolution approving waiver of parking meter fees and enforcement, usage and waiver of electrical fees, and waiver of fee for blanket Vending License for Ames Main Street from 3:00 p.m. to 9:00 p.m.
14. Requests from Ames Main Street (AMS) for Art Walk on Thursday, June 3, 2021:
    - a. Motion approving blanket Temporary Obstruction Permit and blanket Vending License in Central Business District
    - b. Resolution approving closure of 10 metered parking spaces for vendors from 1:00 p.m. to 9:00 p.m.
    - c. Resolution approving waiver of parking meter fees and enforcement, usage and waiver of electrical fees, and waiver of fee for blanket Vending license for Ames Main Street from 5:00 p.m. to 8:00 p.m.
    - d. Resolution approving closure of Kellogg Avenue, from Main Street to Fifth Street from 3:00 p.m. to 8:30 p.m.
    - e. Resolution approving usage of Tom Evans Plaza
  15. Requests from Ames Main Street for 4<sup>th</sup> of July activities on July 4, 2021:
    - a. Motion approving blanket Temporary Obstruction Permit and blanket Vending License in Central Business District
    - b. Resolution approving usage and waiver of electrical fees and waiver of fee for blanket Vending License
    - c. Resolution approving closure of portions of Main Street, Northwestern Avenue, Fifth Street, Douglas Avenue, Burnett Avenue, Kellogg Avenue, Clark Avenue, Allan Drive, and Pearle Avenue from 6:00 a.m. until end of parade
    - d. Resolution approving closure of Parking Lot MM, south portion of Lot M, Depot Lots V and TT from 6:00 a.m. to 2:00 p.m.
  16. Resolution approving Encroachment Permit Agreement for sign at 203 Main Street.
  17. Resolution approving the Surface Transportation Block Grant (STBG) Federal-Aid Swap Funding Agreement with the Iowa Department of Transportation for E. 13<sup>th</sup> Street Reconstruction project in the amount of \$1,600,000
  18. Resolution approving Surface Transportation Block Grant (STBG) Federal-Aid Swap Funding Agreement with the Iowa Department of Transportation for the Cherry Avenue Extension in the amount of \$1,890,000
  19. Resolution approving Professional Services Agreement with WHKS & Co., of Ames, Iowa, for 2019/20 Storm Water Erosion Control (Squaw Creek) in an amount not to exceed \$58,820
  20. Resolution awarding contract to NOVA Bus of Plattsburgh, New York for two CyRide Battery Electric Buses and Charging Equipment in an amount not to exceed \$1,888,000
  21. Resolution approving Change Orders 3-5 with Story Construction Company of Ames, Iowa, for CyRide Interior Improvement Project in the amount of \$32,594
  22. Resolution approving Change Order No. 2 with Tri-City Electric Company of Iowa, Davenport, Iowa, for Electrical Maintenance Services for Power Plant in an amount not to exceed \$68,000
  23. DCS Software and Hardware Upgrade for Electric Services:
    - a. Resolution approving waiver of Purchasing Policies requirement for formal bidding allowing for a single-source purchasing arrangement with the current DCS software and hardware supplier

- b. Resolution awarding contract to Emerson Process Management of Pittsburgh, Pennsylvania, for DCS Software and Hardware Upgrade for Electric Services in the amount of \$420,803, with the City paying applicable sales taxes directly to the State of Iowa
- 24. Resolution approving contract and bond for Maintenance Facility Fabric Storage Barn
- 25. Resolution approving contract and bond for Water Plant Dehumidification Project
- 26. Resolution approving contract and bond for 2020/21 Pavement Restoration - Slurry Seal Program
- 27. Resolution approving reduction in project retainage for the 2019/20 Sanitary Sewer Rehabilitation project (Munn Woods)
- 28. Resolution accepting completion of Electric Services Replacement at University Apartments (111 Lynn Avenue)
- 29. Resolution accepting completion of North River Valley Park Low-Head Dam Improvements Project
- 30. Resolution approving Plat of Survey for 1018 and 1022 North Second Street

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

**PARKS & RECREATION:**

- 31. Update on Indoor Aquatic Center

**PLANNING & HOUSING:**

- 32. Update on Downtown Plaza
- 33. Discussion of Prairie Fire Developers Concept Plan for 321 State Avenue
- 34. Motion initiating voluntary annexation for 23959-580<sup>th</sup> and adjacent parcels, subject to receipt of a waiver to withdraw from annexation for all properties

**FINANCE:**

- 35. 2021-2026 Capital Improvements Plan:
  - a. Receive public input

**HEARINGS:**

- 36. Hearing on 2019-20 Consolidated Annual Performance and Evaluation Report (CAPER):
  - a. Resolution approving 2019-20 CAPER
- 37. Hearing on 3<sup>rd</sup> Substantial Amendment to the 2019-20 Annual Action Plan and Citizen Participation Plan:
  - a. Resolution approving 3<sup>rd</sup> Substantial Amendment
- 38. Hearing on Entering into an Amended Sewer Revenue Loan and Disbursement Agreement and to borrow money thereunder in a principal amount not to exceed \$6,075,000:
  - a. Resolution approving entering into an Amended Sewer Revenue Loan and Disbursement



Agreement

39. Hearing to authorize the potential use of eminent domain authority, if necessary, to obtain easements and acquire land for Flood Mitigation - River Flooding Project:
  - a. Resolution authorizing use of eminent domain authority, if necessary

**ORDINANCES:**

40. Third passage and adoption of ORDINANCE NO. 4430 establishing a new industrial zoning district to be known as the Intensive Industrial zone in Chapter 29, Article 9, of the *Ames Municipal Code*

**DISPOSITION OF COMMUNICATIONS TO COUNCIL:**

**COUNCIL COMMENTS:**

**CLOSED SESSION:**

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

**ADJOURNMENT:**

**MINUTES OF THE REGULAR MEETING OF THE  
AMES CONFERENCE BOARD**

**AMES, IOWA**

**FEBRUARY 25, 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 6:01 p.m. on February 25, 2020. Present from the Ames City Council were Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, 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; and Joe Anderson, Nevada School Board of Directors. Gilbert School Board of Directors and United Community School Board were not represented. Tim Gartin, City Council, was absent.

**MINUTES OF JANUARY 28, 2020:** Moved by Corrieri, seconded by Heddens, to approve the Minutes of the January 28, 2020, meeting of the Ames Conference Board.

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

**PUBLIC HEARING ON PROPOSED FY 2020/21 BUDGET FOR CITY ASSESSOR'S OFFICE:** The public hearing was opened by Mayor Haila. After no one came forward to speak, the Mayor closed the public hearing.

Moved by Betcher, seconded by Colton, to approve the FY 2019/20 Budget for the City Assessor's Office.

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

**CONFERENCE BOARD COMMENTS:** Mayor Haila advised that the Assessor and City Clerk were working on a written history on the Conference Mini Board as a follow up to the discussion from the meeting held January 28, 2020.

**ADJOURNMENT:** Moved by Murken, seconded by Colton, to adjourn the Ames Conference Board at 6:02 p.m.

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Rachel Knutsen, Deputy City Clerk

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John A. Haila, Mayor

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Gregory Lynch, Ames City Assessor

# City Assessor's 2021-2022 Annual Report To the Ames City Conference Board



**Chairperson** | Ames Mayor John Haila

**Members** | Ames City Council | Story County Board of Supervisors |  
School Boards of Directors for Ames, Gilbert, Nevada, and United

**Ames City Assessor's Budget Proposal for the 2021-2022 Fiscal Year  
For the Conference Board meeting at 5:30 p.m. on January 26, 2021**

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The following report outlines the structure, programs, duties and activities of the Ames City Assessor's Office.

The Mini Conference Board met January 5, 2021, to review the Assessor's budget proposal. The meeting was held in City Hall, but due to the pandemic concerns, electronic access was made available, and most members attended via Zoom. Members present were Amber Corrieri, Ames City Council; Lisa Heddens, Story County Board of Supervisors; Sabrina Shields-Cook, Ames School Board of Directors; Deb Ordal, Gilbert School Board of Directors; Jennifer Britt, United School Board of Directors; Joe Anderson, Nevada School Board of Directors; and Brenda Swaim, Acting City Assessor. Also present was Dan Boberg (City Assessor) and Lisa Henschel (City Assessor).

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### **CONFERENCE BOARD**

Iowa assessment laws can be found in Chapter 441 of the *Iowa Code*. Other chapters affect the process, and there are numerous administrative rules. The *Code* creates a Conference Board for each county. City Assessors are optional for cities with populations over 10,000. City Assessors are created by ordinance and a Conference Board is automatically created. The City Conference Board includes the City Council, School Boards of Directors (Ames, Gilbert, Nevada and United) and County Board of Supervisors. The Mayor is chairperson. The Conference Board votes as three voting units, with a majority of the members present for each unit determining the unit's vote. At least two members of a voting unit must be present to be eligible to vote. A quorum is reached when at least two members from two units are present.

The Conference Board must meet annually to propose a budget for publication. The Board must meet again to hold a budget hearing and approve a budget. The Ames City Conference Board has used a subcommittee called the Mini Conference Board to facilitate the budget discussion. Each of the three voting bodies appoints one member to the Mini Board to conduct a preliminary meeting to discuss budget proposals with the Assessor and report back to their full body. The Mini Board has also been used to draft a personnel policy handbook and advise the Assessor on policy issues.

The Conference Board appoints the Assessor, Examining Board, and Board of Review. The Examining Board is activated when the Assessor position is vacant, or in the unlikely event of a Deputy Assessor appealing a termination or disciplinary action.

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### **BOARD OF REVIEW**

The Ames Board of Review has five members. Members are appointed for staggered six-year terms. The *Code* requires members to have different occupations, and that at least one is experienced in real estate or construction. The Board of Review meets annually in a limited time frame to hear appeals. Most decisions from the Assessor can be appealed (e.g. value, classification, exemption).

There are two vacant seats needing to be filled. The expiration date for each current board member is as follows:

Vacant	12/31/2022	Jami Larson	12/31/2025
Bill Whitman	12/31/2023	Vacant	12/31/2026
Gail Johnston	12/31/2024		

## **ASSESSOR**

The Conference Board appoints, or reappoints, an assessor for a six-year term. Iowa assessors are required to pass a comprehensive examination before being eligible to be appointed. In order to be reappointed, 150 hours of state-approved continuing education, of which at least 90 hours must be tested courses, are required during the six-year term.

The main duties of the Assessor are to classify and value all taxable property in the assessment jurisdiction. Iowa law requires reassessment in odd-numbered years and notification of changes of value in even-numbered years. Even-numbered year changes are typically new construction or renovation of existing structures. In odd-numbered years, the Ames office recalculates values and sends notices to property owners.

In addition, the Assessor administers multiple credit and exemption programs. The most common are the homestead credit and military service exemption. Less common, but more problematic, are exemption claims for religious and charitable organizations and business property tax credits.

In the course of classifying and valuing property in Ames, extensive property-related information is acquired. Public information laws require, and common sense dictates, that most of this information be readily available for review. This often involves considerable time and effort, but it is an essential part of the operation.

It is also important for the Conference Board members to fully understand what the Assessor does not do:

- Does not calculate or collect taxes.
- Does not set the level of value – the Assessor measures the level of value, as indicated by sales of real property in Ames.
- Does not make the laws and rules for assessments.

The most visible function of the office tends to be providing information to the public via the Internet or through requests in the office. However, the first priority and the primary effort of the office is discovering changes in real property, such as new construction, and maintaining the classification and values for the entire tax base of Ames.

In summary, the Assessor has a variety of duties and functions and is an integral component of local government operations.

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## ASSESSED AND TAXABLE VALUES

The changes in tax base for assessed and taxable values from 2019 to 2020 are shown in the following two tables:

**Table 1. Assessed Values by Class**

<b>Ames Valuations by Class: 100% Assessed Values (in Thousands of Dollars)</b>				
Class	2019 Actual	2020 Actual	Difference 2019 to 2020	% Change
Ag Land & Ag Bldgs	\$ 4,012	\$ 4,014	\$ 2	0.0%
Residential	\$ 3,602,940	\$ 3,681,243	\$ 78,303	2.2%
Multiresidential	\$ 262,683	\$ 299,138	\$ 36,455	13.9%
Commercial	\$ 874,300	\$ 917,809	\$ 43,509	5.0%
Industrial	\$ 157,037	\$ 158,198	\$ 1,161	0.7%
Railroads & Utilities Minus Gas & Electric	\$ 15,149	\$ 14,493	\$ (656)	-4.3%
Total Except Gas & Electric	\$ 4,916,122	\$ 5,074,895	\$ 158,773	3.2%
Gas & Electric Valuation	\$ 36,891	\$ 37,541	\$ 650	1.8%
<b>100% Assessed Values Total</b>	<b>\$ 4,953,013</b>	<b>\$ 5,112,435</b>	<b>\$ 159,422</b>	<b>3.2%</b>
<b>T.I.F Value Not Included</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

Source: Iowa Department of Management Reports for Story County as of January 1, 2021.

**Table 2. Taxable Values by Class**

<b>Ames Taxable Valuations by Class: Rolled Back or Taxable Values (in Thousands of Dollars)</b>				
Class	2019 Actual	2020 Actual	Difference 2019 to 2020	% Change
Ag Land & Ag Bldgs	\$ 2,989	\$3,372	\$ 383	12.8%
Residential	\$ 2,019,762	\$2,076,567	\$ 56,805	2.8%
Multiresidential	\$ 161,871	\$201,918	\$ 40,047	24.7%
Commercial	\$ 736,326	\$ 819,752	\$ 83,426	11.3%
Industrial	\$ 142,099	\$140,542	\$ (1,557)	-1.1%
Railroads & Utilities Minus Gas & Electric	\$ 14,192	\$ 13,323	\$ (869)	-6.1%
Total	\$ 3,077,239	\$ 3,255,474	\$ 178,235	5.8%
Military Exemptions	\$ (2,180)	\$ (2,032)	\$ 148	-6.8%
Taxable Total Except Gas & Electric	\$ 3,075,059	\$ 3,253,443	\$ 178,384	5.8%
Gas & Electric Valuation	\$ 7,839	\$ 7,655	\$ (184)	-2.4%
<b>Taxable Values Total</b>	<b>\$ 3,082,898</b>	<b>\$ 3,261,098</b>	<b>\$ 178,200</b>	<b>5.8%</b>
<b>T.I.F Value Not Included</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	

Source: Iowa Department of Management Reports for Story County as of January 1, 2021.

Categorical changes of the 2020 taxable values are illustrated in the following table:

**Table 3. Taxable Value by Class: Reasons for Value Changes (In Thousands of Dollars)**

Class	2019 Taxable Value (in Thousands)	2020 Taxable Value (in Thousands)	Change from Revalue, Equalization of Existing Property	Change from Class Transfers & Annexation	Net Change from New Construction & Buildings Removed	Change from Rollback Percentage	Change from New & Expiring Exemptions, TIF, Court Reductions,	Total Change 2019 to 2020 (in Thousands)
<b>Agricultural</b>	<b>\$3,259</b>	<b>\$3,372</b>	(\$156)	\$113	\$0	\$102	\$54	<b>\$113</b>
<b>% Changes</b>			<b>-4.8%</b>	<b>3.5%</b>	<b>0.0%</b>	<b>3.1%</b>	<b>1.7%</b>	<b>3.5%</b>
<b>Residential</b>	<b>\$1,984,199</b>	<b>\$2,076,567</b>	\$17,435	(\$4,927)	\$31,760	\$49,148	(\$1,048)	<b>\$92,368</b>
<b>% Changes</b>			<b>0.9%</b>	<b>-0.2%</b>	<b>1.6%</b>	<b>2.5%</b>	<b>-0.1%</b>	<b>4.7%</b>
<b>MultiResidential</b>	<b>\$187,162</b>	<b>\$201,918</b>	\$7,492	\$5,624	\$7,964	(\$11,218)	\$4,893	<b>\$14,756</b>
<b>% Changes</b>			<b>4.0%</b>	<b>3.0%</b>	<b>4.3%</b>	<b>-6.0%</b>	<b>2.6%</b>	<b>7.9%</b>
<b>Commercial</b>	<b>\$781,158</b>	<b>\$819,752</b>	\$4,122	(\$1,138)	\$33,334	\$0	\$2,276	<b>\$38,594</b>
<b>% Changes</b>			<b>0.5%</b>	<b>-0.1%</b>	<b>4.3%</b>	<b>0.0%</b>	<b>0.3%</b>	<b>4.9%</b>
<b>Industrial</b>	<b>\$139,481</b>	<b>\$140,542</b>	\$8	\$0	\$6,652	\$0	(\$5,599)	<b>\$1,061</b>
<b>% Changes</b>			<b>0.0%</b>	<b>0.0%</b>	<b>4.8%</b>	<b>0.0%</b>	<b>-4.0%</b>	<b>0.8%</b>
<b>Totals</b>	<b>\$3,095,259</b>	<b>\$3,242,152</b>	<b>\$28,900</b>	<b>(\$328)</b>	<b>\$79,711</b>	<b>\$38,033</b>	<b>\$576</b>	<b>\$146,893</b>
<b>% Changes</b>			<b>0.9%</b>	<b>0.0%</b>	<b>2.6%</b>	<b>1.2%</b>	<b>0.0%</b>	<b>4.7%</b>
<i>Note: Does not include state-assessed property</i>								

Sources: 2019 Reconciliation Report; 2020 Story County Auditor Report

**Agricultural assessed values (Table 1)** Remained nearly the same from 2019 to 2020.

**Agricultural taxable values (Tables 2 & 3)** increased 12.8% from 2019 to 2020.

**Residential assessed values (Table 1)** increased 2.2% from 2019 to 2020.

**Residential taxable values (Tables 2)** increased 2.8% from 2019 to 2020.

**Multi-Residential assessed values (Table 1)** experienced an increase of 13.9% from 2019 to 2020.

**Multi-Residential taxable values (Tables 2 & 3)** increased 24.7% from 2019 to 2020.

**Commercial assessed values (Table 1)** experienced an increase of 5.0% from 2019 to 2020.

**Commercial taxable values (Tables 2 & 3)** experienced an increase of 11.3% from 2019 to 2020.

**Industrial assessed values (Table 1)** experienced a negligible increase of 0.7% from 2019 to 2020.

**Industrial taxable values (Tables 2)** experienced a slight decrease from 2019 to 2020 of 1.1%.

As you can see in Table 2, the overall change for the upcoming fiscal year is 5.8% more taxable value.

While there are currently two vacancies, the following is a list of the full-time employees of the City Assessor's Office and their starting dates:

▪ City Assessor	OPEN	
▪ Brenda M. Swaim, Acting City Assessor	December	1996
▪ Judy K. Heimerman, Appraisal Technician	January	1990
▪ Administrative Assistant	OPEN	
▪ Scott A. Harvey, Residential Appraiser	April	2016
▪ Christopher W. Bilslend, Residential Appraiser II	January	2017
▪ Daniel A. Boberg, Appraisal Technician	August	2017
▪ Lisa M. Henschel, Database Manager	December	2017

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## DEPARTMENT ACTIVITIES

Revaluation of existing properties is continuous. Staff has been busy this fall and winter measuring, listing and valuing new construction and remodeled properties. The staff is constantly engaged in acquiring information about building changes, construction costs, selling prices and terms, and numerous other items that affect market value. Sales information is reviewed and investigated through phone calls, letters and inspections. Due to the efforts of the entire staff, the assessed property values assigned by the Ames City Assessor's Office consistently rank among the most uniform and equitable assessments in the state.

There is ongoing development of our Beacon website ([www.AmesAssessor.org](http://www.AmesAssessor.org)) to better serve our office as well as the needs of our customers. The site continues to be our most active method of communication with the public. Total requests increased more than 21% in 2020, compared to 2019.

The data files created for the website are the backbone of real property information for several city and county departments. Map files are uploaded regularly from the Story County Auditor's files, and data files are uploaded nightly from the county's real estate system and both assessors' offices. In addition, map layers for Ames zoning and flood information are updated by the city's GIS staff

Digital photos for most properties are available on our website but continue to require ongoing maintenance.

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## RESIDENTIAL SALES FOR 2020

The table on **Attachment C** shows the quarterly activity of sales that are good for analysis (arms-length sales). The price per square foot is the most reliable measure of price increase. The right two columns track annual percentage changes and cumulative changes since 1995.

**New Construction Sales:** While the number of new construction home sales decreased from the previous year, their sales price per square foot remained steady. (This is shown in the 2020 Sales Detail with the row heading "New construction sales.") Price per square foot was \$237.28 in 2019 and \$237.18 in 2020. The median sales price per square foot showed a slight increase of 2.8%, going from \$340,353 in 2019 to \$349,900 in 2020 (shown under the column heading "Median Price").

**Existing House Sales:** The total number of sales was up by 9.1% from 702 in 2019 to 766 in 2020. The average sale price per square foot also increased from \$158.67 in 2019 to \$161.76 in 2020. (This is shown in 2020 Sales Detail with the row heading "Existing houses.") The median sales price showed an increase of 1.9%, from \$220,000 in 2019 to \$221,125 in 2020 (shown in the column heading "Median Price").

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## ASSESSMENT ROLLS FOR 2020

We mailed out a total of 1,400 assessment rolls for January 1, 2020. The following table breaks them down by property class:

**2020 Assessment Rolls by Property Class**

<b>Property Class</b>	<b>Number of Parcels</b>
Ag	9
Ag with Ag Dwelling	2
Commercial	95
Dual Class *	4
Industrial	4
Multi-Residential	23
Residential	1,263
<b>Totals</b>	<b>1,400</b>

\* Parcels that are both Commercial & Multi-Residential

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## ASSESSMENT APPEALS

**Informal Hearings:** 2020 was the fifth year of informal hearings. Prior to this legislative change, our office could not change assessments after April 1<sup>st</sup>; only the Board of Review, Property Assessment Appeal Board or District Court had that authority.

The Iowa Code was amended, accommodating for an informal hearing with the property owner, and allowing the Assessor to change a value or classification until April 25, provided there's a signed agreement with the property owner.

This relatively new process now usurps the month of April, a time previously used to prepare for Board of Review. The legislation lengthened the appeal process time and compressed the time for assessors to prepare for Board of Review.

**2020 Informal Hearings: Number of Signed Agreements by Class**

<b>CLASS</b>			
Agricultural			
Residential Dwelling on Agricultural Realty			
Residential "outside incorporated cities"			
Residential "within incorporated cities"			52
Commercial			2
Industrial			
Multi-Residential			1
<b>TOTAL</b>			<b>55</b>

**Board of Review:** Below are the number of protests filed with the 2020 Board of Review and the results of the appeals:

<b>CLASS</b>	<b>NUMBER OF PROTESTS</b>	<b>NUMBER UPHELD</b>	<b>NUMBER DENIED</b>
Agricultural	0	0	_____
Residential Dwelling on Agricultural Realty	0	0	_____
Residential "outside incorporated cities"	0	0	_____
Residential "within incorporated cities"	183	174	9
Commercial	19	1	18
Industrial	0	0	_____
Multi-Residential	7	0	7
<b>TOTAL</b>	<b>209</b>	<b>175</b>	<b>34</b>

*NOTE: Of the 183 Residential cases, 144 were two condominium regimes held by a single owner.*

Cases where the appeal was upheld means that the petition of the property owner was granted.

Ames City Assessor  
2021 Budget Proposal and Conference Board Report

**PAAB and District Court:** The following are ten cases filed with the Property Assessment Appeal Board and two cases filed with District Court for 2020. Northcrest is also a District Court case but is addressed under Special Projects.

Property ID or MAP ID	Type / Use	Address	Assessed Value	Appellant	Representative Contact  Name Company Phone Email	PAAB or District Court	Status
09-05-353-010	Multi-Residential (Apartments)	4415 Lincoln Way	\$ 11,556,000	Ames Preserve LLC	Zachary Homyk Ryan LLC 312-980-1183 zachary.homyk@ryan.com	PAAB	Active
09-09-126-220	Multi-Residential (Apartments)	127 1/2 Welch Ave	\$ 866,000	Randall Cooperative Housing Association	Franklin Jerome Feilmeyer Pasley and Singer Law Firm, LLP 515-232-4732 ffj@singerlaw.com	PAAB	Active
09-09-227-020	Fraternity	201 Gray Ave	\$ 4,660,000	Kyle Staley	Kyle Staley  515-450-3352 kyle.staley@gmail.com	PAAB	Active
09-15-300-035	Hotel	2500 University Blvd	\$ 4,270,000	B W Ames Investment LLC	James Blake CBRE 312-233-8671 jim.blake@cbre.com	PAAB	Active
09-16-428-010	Hotel	2609 University Blvd	\$ 6,228,000	Ames Hotel Investment LLC	James Blake CBRE 312-233-8671 jim.blake@cbre.com	PAAB	Active
10-07-175-030	Office	2905 SE 5th St	\$ 4,156,100	Todd & Sargent Mgmt Inc	Dwayne Wade Krol Nyemaster Good 515-283-8195 DVandeKrol@nyemaster.com	PAAB	Settled - \$3,500,000
09-15-340-015	Office	2900 University Blvd	\$ 23,536,600	Workiva	Deborah M. Tharnish AT0007858 Sarah K. Franklin AT0009630 Davis, Brown, Koehn, Shors & Roberts, P.C. 215 10th Street, Suite 1300 Des Moines, Iowa 50309 Telephone: 515-288-2500 E-mail: DebTharnish@davisbrownlaw.com SarahFranklin@davisbrownlaw.com	District Court	Active
09-11-176-048	Restaurant	519 S Duff Ave	\$ 2,030,200	Texas Roadhouse	Joshua R Rhoads Duchamæ, McMillen & Associates, Inc 800-309-2110 ext 246 jrhoads@dmainc.com	PAAB	Settled - \$920,000
09-13-100-250	Car Dealership	1700 SE 16th St	\$ 6,350,400	Deery Deery & Deery, LLC	Daniel L Manning Lillis O'Malley Law Firm 515-243-8157 dmanning@lolaw.com	PAAB	Settled - \$5,000,000
09-15-160-015	Office	2325 North Loop Dr	\$ 4,302,000	Iowa State University Research Park	Nathan J Barber Belin McCormick 515-283-4675 NJBarber@BelinMcCormick.com	PAAB	Active
09-15-300-115	Office	2501 North Loop Dr	\$ 8,764,000				Active
09-15-305-100	Office	2500 North Loop Dr	\$ 3,255,100				Active
09-15-310-010	Office	2901 South Loop Dr	\$ 6,299,400				Active
09-15-310-020	Office	2711 South Loop Dr	\$ 5,927,800				Active
09-15-310-030	Office	2503 South Loop Dr	\$ 9,089,700				Active
10-07-175-010	Office	416 S Bell Ave	\$ 6,750,000	416 S Bell LLC	Joshua R Rhoads Duchamæ, McMillen & Associates, Inc 800-309-2110 ext 246 jrhoads@dmainc.com	PAAB	Settled - \$6,200,000
05-34-227-120	Walgreen's	2719 Grand Ave	\$ 3,424,600	Walgreen Co. (#12108)	Jacque Ridgway Larkin Hoffman 952-896-3392 jridgway@larkinhoffman.com	District Court	Settled - \$3,000,000

It should be noted, that because of the COVID-19 pandemic, all cases have been impacted, as the Court/PAAB systems have gotten backed up in setting trial/hearing dates.

## **BUDGET PROPOSAL**

**Attachment A** is the budget expense proposal. Explanations for various line item expenses follow:

**Salaries:** The expense items for the Assessor and all other staff are budgeted with a 3% cost of living increase and a 2% merit pool, for a total of 5%. (As always, exact salaries for staff will be based upon individual evaluations.)

Board of Review salaries were \$17.50 per hour. In the past few years, it's been difficult getting citizens to join the Board. We'd like to double their hourly rate to \$35, with the hope of attracting and maintaining qualified members. There is also a clerk to take the minutes. For budgeting purposes, we estimate that the clerk will need to put in 1.5 times the hours of the Board. The clerk is paid at a rate of \$15.00 per hour.

During 2021-2022, we'd like to continue to employing interns to assist us with various projects. We've maintained the Extra Help/Interns line item at \$40,000.

**Taxable Fringe Benefits:** This line includes mileage allowance for four of the full-time employees who use their private auto for work purposes. Employees must provide a copy of their insurance card and driver's license annually. In return for maintaining liability insurance and a dependable vehicle that is available to the employee during working hours, each full-time employee is paid monthly as follows (less mileage reimbursement\*):

Assessor	\$100
Deputy & Appraisers (2)	\$90

Also included in the amount is a monthly cell phone allowance of \$40.00 for the five full-time staff that have regular duties outside the office. The allowance is paid if the employee has a cell phone available for office use during work hours as well as for on-call availability for IT staff.

Additionally, it includes a \$100 stipend to reimburse Board of Review members for the use of their laptops during sessions.

**Health Insurance:** The amount budgeted last year was based on our current and projected staffing and use levels. I received notice that we could expect a 7.9% overall increase in health insurance costs for the upcoming fiscal year. (5% for Health, 2.9% Dental) Also included is a pro-rated amount of the group workers' compensation insurance for the fiscal year.

**Life and Disability Insurance:** This line represents life and disability insurance from the city for all benefited employees.

**Board of Review Expenses:** This line represents payment of the Board's mileage as well as board-related postage and supplies.

**Supplies, Telephone, Etc.:** These amounts are mostly self-explanatory. Most are based on past experience and the city's estimate of charges for next year.

\* **Mileage:** This line represents reimbursement to employees who use their personal auto for work purposes. It's paid at the IRS rate, announced at \$0.56 per mile. We have access to a pool vehicle provided by the city whenever possible. The rate for it is currently \$0.50 per mile.

### **Special Projects:**

**District Court Case Concerning Northcrest Exemption:** The property at 1801 20<sup>th</sup> Street has gone to District Court over the taxable portion of the total assessed value. At question is whether the independent living units on the property qualify for the charitable and/or benevolent exemption. We have budgeted \$25,000 to help cover trial costs.

**AMES CITY ASSESSOR  
2021–2022 BUDGET PROPOSAL**

Item	FY 20-21 Actual Expenses for the First 13 Requisitions	FY 20-21 Projected Expenses for the Year	FY 20-21 Budget	FY 21-22 Proposed Budget	% of Change Between Proposed & Current Budget
Assessor	\$ 78,083	\$ 147,655	\$ 156,208	\$ 164,018	5.0%
Deputy	62,622	124,982	124,982	\$ 131,231	5.0%
Staff	155,160	326,454	380,016	\$ 399,036	5.0%
Longevity	-	1,520	1,520	1,580	3.9%
Overtime Pay	-	5,000	5,000	5,000	0.0%
Extra Help / Interns	5,935	20,650	40,000	40,000	0.0%
Board of Review	-	2,000	6,000	6,000	0.0%
Taxable Fringe Benefits	2,017	5,800	5,800	5,800	0.0%
F.I.C.A. @ 7.65%	21,832	49,451	52,904	56,555	6.9%
I.P.E.R.S. @ 9.44%	28,101	61,022	68,950	69,789	1.2%
Health Insurance & Workers' Comp	67,103	120,630	127,300	137,401	7.9%
Unemployment Compensation	-	-	500	500	0.0%
Life & Disability Insurance	2,245	4,154	4,500	4,500	0.0%
<b>Total Payroll &amp; Related Expenses</b>	<b>\$ 423,098</b>	<b>\$ 869,318</b>	<b>\$ 973,680</b>	<b>\$ 1,021,410</b>	<b>4.9%</b>
Board of Review Expenses	\$ 224	\$ 1,900	\$ 1,900	\$ 1,900	0.0%
Office Supplies	4,386	7,000	7,000	7,000	0.0%
Postage & Mailing	173	1,500	6,000	6,000	0.0%
Employee Mileage & Expenses	546	3,000	4,500	4,500	0.0%
Communication Services	3,367	6,734	6,900	6,800	-1.4%
MAPS & GIS Project	10,122	14,200	14,710	14,710	0.0%
Data Processing Services / Major Software	40,619	97,500	111,413	107,886	-3.2%
Education & Training	3,465	15,400	25,000	25,000	0.0%
Utilities (City Hall Expenses)	9,292	18,300	18,600	16,566	-10.9%
Equipment Rental & Maintenance	726	3,100	6,610	6,610	0.0%
Equipment & Machinery (Purchases)	-	1,930	14,500	14,500	0.0%
Assessment Appeals / Court Costs	21,795	66,000	66,000	66,000	0.0%
Management Services / Contingency	139	1,000	1,000	1,000	0.0%
<b>Total Office Expenses</b>	<b>\$ 94,854</b>	<b>\$ 237,564</b>	<b>\$ 284,133</b>	<b>\$ 278,472</b>	<b>-2.0%</b>
<b>Total Payroll &amp; Office Expenses</b>	<b>\$ 517,952</b>	<b>\$ 1,106,882</b>	<b>\$ 1,257,813</b>	<b>\$ 1,299,882</b>	<b>3.3%</b>
District Court Case Concerning Northcrest Exemption (Assessment Appeals / Court Costs)	-	25,000	25,000	25,000	0.0%
Revaluation Project	-	-	16,000	-	-100.0%
<b>Total Special Projects</b>	<b>\$ -</b>	<b>\$ 25,000</b>	<b>\$ 41,000</b>	<b>\$ 25,000</b>	<b>-39.0%</b>
<b>Total Expenses</b>	<b>\$ 517,952</b>	<b>\$ 1,131,882</b>	<b>\$ 1,298,813</b>	<b>\$ 1,324,882</b>	<b>2.0%</b>

<b>DATA PROCESSING SERVICES / MAJOR SOFTWARE 2021– 2022 PROPOSED BUDGET</b>	
City of Ames (Network, Email, Microsoft Office 365, GIS, EnerGov)	\$ 32,268
Story County (Fiber Connectivity)	3,600
Oxen Technology (Monthly Managed Services, Etc.)	14,373
Harris Computer Systems (ProVal)	15,184
Tyler Technologies (Incode & Eagle Recorder)	6,714
Data Cloud Solutions (Mobile Assessor)	7,136
Pictometry Aerial Photography	10,581
OPG-3 (Document Management)	5,670
Consulting on Miscellaneous Data Processing Issues	500
Miscellaneous Expenses	11,860
<b>Total Proposed Budget</b>	<b>\$ 107,886</b>

**NOTICE OF PUBLIC HEARING -- PROPOSED BUDGET**  
**Fiscal Year July 1, 2021 - June 30, 2022**  
**Assessing Jurisdiction: AMES CITY ASSESSOR**

The Conference Board of the above-named Assessing Jurisdiction will conduct a public hearing on the proposed fiscal year budget as follows:

**Meeting Date: 2/23/2021 Meeting Time: 06:00 PM Meeting Location: COUNCIL CHAMBERS-CITY HALL\* \*DUE TO THE PANDEMIC, THIS MEETING WILL BE AN ELECTRONIC MEETING VIA ZOOM: <https://zoom.us/j/826593023> | Zoom Meeting ID: 826 593 023 OR BY TELEPHONE BY DIALING: US: 1-312-626-6799 or toll-free: 1-888-475-4499**

At the public hearing any resident or taxpayer may present their objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of receipts and expenditures on file with the Conference Board Clerk. Copies of the Supplemental Budget Detail will be furnished to any taxpayer upon their request.

**Contact Name: Brenda Swaim, Acting Assessor Contact Telephone Number: (515) 239-5370**

	FYE June 30, 2020 Actual	FYE June 30, 2021 Re-estimated	FYE June 30, 2022 Proposed	Transfers Out	Estimated Ending Fund Balance FY 2022	Estimated Beginning Fund Balance FY 2022	Estimated Other Receipts	Transfers In	Estimated Amount To be Raised By Taxation
1. Assessment Expense	1,078,440	1,131,882	1,324,880		342,984	417,864	2,923	0	1,247,077
2. FICA				0	0	0	0		0
3. IPERS				0	0	0	0		0
4. Emergency				0	0	0	0		0
5. Unemployment Comp.	0	0	0	0	0	0	0		0
6. Tort Liability	0	0	0	0	0	0	0		0
<b>7. TO TAL</b>	1,078,440	1,131,882	1,324,880	0	342,984	417,864	2,923	0	1,247,077

Proposed taxation rate per \$1,000 valuation: 0.38331

**Residential Sales Summary by Quarter for Ames, Iowa**  
Ames City Assessor's Office ♦ 515 Clark Avenue ♦ Ames, Iowa ♦ 515-239-5370

As of January 13, 2021

<b>Sales Period:</b>	<b># Sold</b>	<b>Average Price</b>	<b>Average Hse Size</b>	<b>Price per SF</b>	<b>Average Year Built</b>	<b>Median Price</b>	<b>Annual % Change per SF</b>	<b>Cumulative % Change \$/SF 1995 base</b>
1st Quarter 1995	74	\$113,790	1,517	\$75.00	1961.1			
2nd Quarter 1995	147	\$120,453	1,411	\$85.38	1965.5			
3rd Quarter 1995	171	\$107,542	1,362	\$78.95	1962.3			
4th Quarter 1995	123	\$123,608	1,480	\$83.51	1963.1			
<b>1995 Total Year</b>	<b>515</b>	<b>\$115,962</b>	<b>1,427</b>	<b>\$81.29</b>	<b>1963.2</b>	<b>\$97,750</b>	<b>n/a</b>	<b>n/a</b>
<b>1995 Sales Detail - Existing &amp; New:</b>								
<i>Existing houses</i>	452	\$106,322	1,355	\$78.47	1959	\$92,000	n/a	n/a
<i>New construction sales</i>	63	\$185,129	1,940	\$95.43	1994	\$172,676	n/a	n/a
1st Quarter 2017	71	\$234,114	1,511	\$154.94	1976.5			
2nd Quarter 2017	261	\$256,752	1,584	\$162.09	1977.2			
3rd Quarter 2017	223	\$242,145	1,485	\$163.06	1979.4			
4th Quarter 2017	154	\$237,740	1,530	\$155.39	1974.9			
<b>2017 Total</b>	<b>709</b>	<b>\$245,761</b>	<b>1,534</b>	<b>\$160.23</b>	<b>1977.3</b>	<b>\$225,000</b>	<b>4.7%</b>	<b>97.1%</b>
<b>2017 Sales Detail - Existing &amp; New processed to date:</b>								
<i>Existing houses</i>	653	\$234,007	1,514	\$154.56	1974	\$215,000	3.6%	97.0%
<i>Single-Family Detached</i>	524	\$242,540	1,574	\$154.09	1969	\$221,750		
<i>Townhouses/Condos</i>	129	\$199,349	1,273	\$156.60	1993	\$174,900		
<i>New construction sales</i>	56	\$382,819	1,763	\$217.14	2017	\$348,662	-1.8%	127.5%
<i>Single-Family Detached</i>	42	\$424,715	1,912	\$222.13	2017	\$389,750		
<i>Townhouses/Condos</i>	14	\$257,128	1,315	\$195.53	2017	\$237,355		
1st Quarter 2018	120	\$227,403	1,481	\$153.55	1976.8			
2nd Quarter 2018	202	\$257,350	1,518	\$169.58	1980.0			
3rd Quarter 2018	214	\$244,806	1,468	\$166.79	1975.9			
4th Quarter 2018	134	\$235,622	1,447	\$162.88	1974.7			
<b>2018 Total</b>	<b>670</b>	<b>\$243,634</b>	<b>1,481</b>	<b>\$164.51</b>	<b>1977.1</b>	<b>\$215,000</b>	<b>7.5%</b>	<b>102.4%</b>
<b>2018 Sales Detail - Existing &amp; New processed to date:</b>								
<i>Existing houses</i>	635	\$231,039	1,459	\$158.35	1975	\$210,500	2.5%	101.8%
<i>Single-Family Detached</i>	499	\$239,958	1,521	\$157.76	1970	\$214,000		
<i>Townhouses/Condos</i>	136	\$198,311	1,231	\$161.10	1992	\$193,000		
<i>New construction sales</i>	35	\$472,152	1,882	\$250.88	2017	\$452,000	15.5%	162.9%
<i>Single-Family Detached</i>	30	\$473,831	1,909	\$248.21	2017	\$441,991		
<i>Townhouses/Condos</i>	5	\$462,079	1,722	\$268.34	2017	\$452,604		
1st Quarter 2019	123	\$221,558	1,417	\$156.36	1974.3			
2nd Quarter 2019	277	\$243,990	1,492	\$163.53	1976.0			
3rd Quarter 2019	198	\$260,521	1,526	\$170.72	1979.4			
4th Quarter 2019	160	\$252,022	1,519	\$165.91	1976.2			
<b>2019 Total</b>	<b>758</b>	<b>\$246,364</b>	<b>1,494</b>	<b>\$164.86</b>	<b>1976.7</b>	<b>\$228,000</b>	<b>0.2%</b>	<b>102.8%</b>
<b>2019 Sales Detail - Existing &amp; New processed to date:</b>								
<i>Existing houses</i>	702	\$235,788	1,486	\$158.67	1973	\$220,000	0.2%	102.2%
<i>Single-Family Detached</i>	565	\$243,332	1,545	\$157.50	1969	\$226,000		
<i>Townhouses/Condos</i>	137	\$204,676	1,243	\$164.66	1992	\$188,000		
<i>New construction sales</i>	56	\$378,939	1,597	\$237.28	2018	\$340,353	-5.4%	148.7%
<i>Single-Family Detached</i>	34	\$427,469	1,787	\$239.21	2018	\$399,841		
<i>Townhouses/Condos</i>	22	\$303,939	1,303	\$233.26	2018	\$289,000		
1st Quarter 2020	133	\$236,718	1,501	\$157.72	1974.4			
2nd Quarter 2020	244	\$243,220	1,445	\$168.32	1974.7			
3rd Quarter 2020	231	\$242,852	1,476	\$164.53	1973.8			
4th Quarter 2020	175	\$246,587	1,536	\$160.54	1971.1			
<b>2020 Total</b>	<b>783</b>	<b>\$242,760</b>	<b>1,484</b>	<b>\$163.59</b>	<b>1973.6</b>	<b>\$224,000</b>	<b>-0.8%</b>	<b>101.2%</b>
<b>2020 Sales Detail - Existing &amp; New processed to date:</b>								
<i>Existing houses</i>	766	\$239,241	1,479	\$161.76	1973	\$221,125	1.9%	106.2%
<i>Single-Family Detached</i>	612	\$243,333	1,525	\$159.56	1967	\$221,125		
<i>Townhouses/Condos</i>	154	\$222,978	1,297	\$171.92	1996	\$221,000		
<i>New construction sales</i>	17	\$401,309	1,692	\$237.18	2019	\$349,900	0.0%	148.5%
<i>Single-Family Detached</i>	17	\$401,309	1,692	\$237.18	2019	\$349,900		
<i>Townhouses/Condos</i>	0			#DIV/0!				
<b>NOTE 1: Sales are assigned to quarters according to the month and year the deed was executed.</b>								
<b>NOTE 2: 1-family houses include townhouses, condominiums, detached houses, and attached houses.</b>								
<b>NOTE 3: Recent quarters may include unverified sales information; all sales are subject to correction.</b>								
<b>NOTE 4: Recent sales may not be included. New houses are not included until after they have been inspected.</b>								

**MINUTES OF THE MEETING OF THE AMES AREA  
METROPOLITAN PLANNING ORGANIZATION  
TRANSPORTATION POLICY COMMITTEE AND  
REGULAR MEETING OF THE AMES CITY COUNCIL**

**AMES, IOWA**

**JANUARY 12, 2021**

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

Mayor Haila announced that it is impractical to hold an in-person Council meeting due to the Governor of Iowa declaring a public health emergency because of the COVID-19 pandemic. Therefore, limits have been placed on public gatherings, and this meeting is being held as an electronic meeting as allowed by Section 21.8 of the *Iowa Code*. The Mayor then provided how the public could participate in the meeting via internet or by phone.

**CALL TO ORDER:** The Ames Area Metropolitan Planning Organization (AAMPO) Transportation Policy Committee meeting, which was being held electronically, was called to order by Ames Mayor and voting member John Haila at 6:00 p.m. on the 12<sup>th</sup> day of January, 2021. Other voting members brought into the meeting were: Bronwyn Beatty-Hansen, City of Ames; Gloria Betcher, City of Ames; Amber Corrieri, City of Ames; Tim Gartin, City of Ames; Rachel Junck, City of Ames; David Martin, City of Ames; Jacob Ludwig, Transit Board; Bill Zinnel, Boone County Supervisor. Jon Popp, Mayor of Gilbert joined the meeting at 6:04 p.m. Lisa Heddens, Story County Supervisor were absent.

**HEARING ON AMENDMENT TO THE 2021-2024 TRANSPORTATION IMPROVEMENT PROGRAM:** Mayor Haila opened the public hearing and it was closed when no one came forward to speak.

The Mayor asked CyRide Director Barb Neal to review how the Automatic Passenger Counter would be funded and its benefits. Director Neal mentioned that anytime CyRide applies for a grant, whether capital or operating, it needs to be put into the Transportation Improvement Program so CyRide can utilize the grant funding. The Amendment is due to CyRide applying for a new research grant for Automatic Passenger Counters; the local match is \$52,806. Ms. Neal explained that CyRide already has the required \$75,000 programmed into its Capital Improvement Plan (CIP). The local funding match would come from CyRide. The Automatic Passenger Counters are versatile and will allow passengers to see the capacity on the bus. She noted that for CyRide it will allow them to improve system efficiencies. CyRide will be able to collect data in real-time and make decisions quicker. Currently data is collected manually, and they don't always collect how many passengers board or de-board the bus. The Automatic Passenger Counter will help make CyRide's numbers more accurate.

Mayor Popp was brought into the meeting at 6:04 pm.

Moved by Betcher, seconded by Popp, to approve the Amendment to the 2021-2024 Transportation Improvement Program to add an Automatic Passenger Counters CyRide Project in FY 2021.



Vote on Motion: 10-0. Motion declared carried unanimously.

**DESIGNATION OF AAMPO REPRESENTATIVES TO CENTRAL IOWA REGIONAL TRANSPORTATION PLANNING ALLIANCE:** Public Works Director John Joiner stated that prior to Ames becoming an AAMPO, the City of Ames and Gilbert were members of the Central Iowa Regional Transportation Planning Alliance (CIRTPA). Now that the City of Ames is its own MPO, it maintains an advisory member position with CIRPTA. Annually the Transportation Policy Committee appoints representatives and alternate representatives to CIRTPA’s two committees.

Moved by Ludwig, seconded by Zinnel, to adopt RESOLUTION NO. 21-001 approving the designation of AAMPO representatives to the Central Iowa Regional Transportation Planning Alliance.

Vote on Motion: 10-0. Motion declared carried unanimously

**POLICY COMMITTEE COMMENTS:** There were no comments from the Policy Committee.

**ADJOURNMENT:** Moved by Ludwig to adjourn the Ames Area Metropolitan Planning Organization Transportation Policy Committee meeting at 6:08 p.m.

### **MINUTES OF THE REGULAR MEETING OF THE AMES CITY COUNCIL**

**CALL TO ORDER:** Mayor John Haila called the Regular Meeting of the Ames City Council, which was being held electronically, to order at 6:09 p.m. with the following Council members participating: Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, Rachel Junck, and David Martin. *Ex officio* Member Nicole Whitlock was also present.

Mayor Haila stated that it is impractical to hold an in-person Council meeting due to the Governor of Iowa declaring a public health emergency because of the COVID-19 pandemic. Therefore, limits have been placed on public gatherings, and this meeting is being held as an electronic meeting as allowed by Section 21.8 of the *Iowa Code*. The Mayor then provided how the public could participate in the meeting via internet or by phone.

The Mayor announced that the Council was working off an Amended Agenda. City staff had a correction to a word on Item No. 5. The event name “February Dollar Days” was changed to “Downtown Dollar Days.”

**CONSENT AGENDA:** Council Member Betcher requested to pull, for further discussion, Item No. 10: Resolution awarding Contract to Tarath, LLC, of Cape Girardeau, Missouri, to provide Diversity, Equity, and Inclusion training to City employees in the amount of \$50,000.

Moved by Betcher, seconded by Junck, to approve the following items on the Consent Agenda.

1. Motion approving payment of claims
2. Motion approving Minutes of Regular City Council Meeting held December 22, 2020

3. Motion approval renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
  - a. Class C Liquor License, Outdoor Service & Sunday Sales - The Angry Irishmen (119 Main St), **Pending DRAM**
  - b. Class A Liquor License (Private Club) - American Legion #37 (225 Main)
  - c. Class C Liquor License, Outdoor Service & Sunday Sales - Blue Owl Bar (223 Welch Ave)
  - d. Class C Liquor License, Outdoor Service & Sunday Sales - West Towne Pub (4518 Mortensen Rd Ste 101)
  - e. Class C Liquor License, Outdoor Service & Sunday Sales - Dublin Bay (320 16<sup>th</sup>), **Pending DRAM**
  - f. Class E Liquor License, Class B Wine Permit, Class C Beer Permit (Carryout) & Sunday Sales - The Filling Station (2400 University Blvd)
  - g. Class C Liquor License, Catering Privilege & Sunday Sales - Hy-Vee Market Café (3800 Lincoln Way)
  - h. Class C Liquor License, Outdoor Service & Sunday Sales - Cy's Roost (121 Welch Ave), **Pending DRAM**
  - i. Class E Liquor License, Class B Wine Permit, Class C Beer Permit with Sunday Sales JW Liquor (4518 Mortensen Rd Ste #109)
4. Motion referring Voluntary Annexation Petition regarding property located at 4514 Hyde Avenue to Planning & Zoning Commission
5. Requests from Ames Main Street (AMS) for Downtown Dollar Days event on Thursday, February 4 through Sunday, February 7, 2021:
  - a. Motion approving blanket Temporary Obstruction Permit and blanket Vending License
  - b. RESOLUTION NO. 21-002 approving waiver of parking meter fees and enforcement in the Downtown District on Saturday, February 6
  - c. RESOLUTION NO. 21-003 approving request from Ames Main Street for Saturday February 6 to transfer \$1,379.25 from the Local Option Sales Tax Fund to the Parking Fund.
  - d. RESOLUTION NO. 21-004 approving waiver of fee for blanket Vending License
6. RESOLUTION NO. 21-005 Setting Date of Public Hearing for January 26, 2021, on a proposal to enter into an amended State Revolving Fund Sewer Revenue Loan and Disbursement Agreement in a principal amount not to exceed \$6,075,000
7. RESOLUTION NO. 21-006 approving appointment of Aaron DeLashmutt as the Chief of Police Alternate to the Story County 911 Service Board
8. RESOLUTION NO. 21-007 approving Memorandum of Understanding with Central Iowa Emergency Services Chaplaincy
9. RESOLUTION NO. 21-008 approving Professional Services Agreement with Bolton & Menk, Inc., of Ames, Iowa, for 2020/21 Shared Use Path System Expansion - Vet Med Trail (S. 16<sup>th</sup> Street to S. Grand Avenue) in an amount not to exceed \$46,138
10. RESOLUTION NO. 21-010 approving preliminary plans and specifications for City Access Control System; setting February 10, 2021, as bid due date and February 23, 2021, as date of public hearing

11. RESOLUTION NO. 21-011 approving preliminary plans and specifications for the Water Treatment Plant Lime Pond Underdrain Improvements Project; setting February 10, 2021, as bid due date and February 23, 2021, as date of public hearing
12. RESOLUTION NO. 21-012 awarding contract to Reliant Fire Apparatus, Inc., (Pierce) for the purchase of a new ladder truck at a cost of \$1,152,825
13. RESOLUTION NO. 21-013 approving contract and bond for Homewood Slope Stabilization
14. RESOLUTION NO. 21-014 approving contract and bond for Inis Grove Park Sidewalk Project
15. RESOLUTION NO. 21-015 approving new Performance Bond and authorizing release of original bond regarding contract with Anderson Process & Instrumentation Solutions, LLC, for Maintenance Services for the Power Plant
16. RESOLUTION NO. 21-16 approving partial completion of public improvements and reducing required security for Sunset Ridge, 10<sup>th</sup> Subdivision
17. RESOLUTION NO. 21-017 accepting completion of 2019/20 Multi-Modal Roadway Improvements (30<sup>th</sup> Street & Duff Avenue Restriping)
18. RESOLUTION NO. 21-018 accepting completion of Fuel Forwarding Pump House Fire Protection Upgrade for Power Plant

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

**CONTRACT TO TARATH, LLC, OF CAPE GIRARDEAU, MISSOURI, TO PROVIDE DIVERSITY, EQUITY, AND INCLUSION TRAINING TO CITY EMPLOYEES IN THE AMOUNT OF \$50,000:** Council Member Betcher explained that this item had to do with staff training on diversity, equity, and inclusion. She mentioned that sometimes as a City they are not always good at showing what they are doing in their efforts to create a more inclusive community. Ms. Betcher pulled this item to let the public know that City staff will be getting training and the Council is continuing to be committed to diversity, equity, and inclusion.

Moved by Betcher, seconded by Junck, to adopt RESOLUTION NO. 21-009 awarding a Contract to Tarath, LLC, of Cape Girardeau, Missouri, to provide Diversity, Equity, and Inclusion training to City employees in the amount of \$50,000:

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

**DISCUSSION ON THE DIRECTION THE PUBLIC ART COMMISSION IS TAKING IN REGARDS TO SMALL ART GRANTS:** Assistant City Manager Brian Phillips mentioned this item was on the Agenda per the request of the Council. At the last City Council meeting, the Council had expressed an interest in providing some additional direction. Mr. Phillips noted that Olivia Madison, who was representing the Public Art Commission, was available for any questions.

Council Member Martin stated that there were two different types of projects that were being presented. He noted there was the proposal that Council Member Betcher made last year and was

approved that would allow individual artists to apply for small grants to do projects that are independent without being a part of a larger system. Since then, the Council has learned from the Public Art Commission of a proposal that involves the Octagon to provide expanded studio space to local artists. Mr. Martin commented that he thought it was a great idea and proposal. He liked both projects and didn't want them to be pitted against each other and wanted to see if the Council would support separating the two projects.

Moved by Martin, seconded by Betcher, to ask staff to ensure that sufficient funds are available to fund the Octagon proposal, in case that is ultimately recommended and approved by Council, regardless what the Council decides regarding the Small Art Grant program.

Olivia Madison, representative for the Public Arts Commission (PAC), stated that PAC is in favor of the concept of being able to fund individual artists. What PAC liked about the Octagon proposal was that it included the ability to provide space for artists to work individually or to gather with others. She stated that the Octagon's proposal is a lot larger than just supporting individual artists. Ms. Madison mentioned that a lot of artists don't have the space to work outside of home, school, or work, especially due to COVID-19. She pointed out that the proposal is not intended to provide supplies.

Council Member Gartin stated this is the first time that the Council has done something like this, and instead of supporting an organization that the City has a relationship with, they would now be supporting individuals. He wanted to know who would be developing the criteria and asked if an applicant needed to be a resident of Ames. Mayor Haila mentioned that Mr. Gartin's questions would be answered later as they are currently discussing the motion on the floor about the Octagon proposal.

Council Member Betcher explained that her intent with the small arts grant program was to support the individual artists by buying supplies, etc. She thought the Octagon proposal was excellent, but not what she was envisioning when she initially made the motion. Ms. Betcher commented that she completely supports Mr. Martin's motion. She also doesn't want to pit the two projects against each other, as both projects would be valuable to the community.

Council Member Gartin wanted to know if the motion had any constraints to the amount. Council Member Martin thought it would be the \$10,000 that was originally proposed, but he is not sure what PAC had in mind. Ms. Madison commented that she had not thought about treating the Octagon proposal as separate as the Public Art Commission thought that the support for local artists could fit into the broader Octagon proposal. She stated that she is not opposed to separating the projects, but wondered how PAC would go about creating a process for the small arts grants program and who would be responsible for overseeing the program. Ms. Madison mentioned that the Director for the Octagon understood that \$10,000 was the limit on the amount that would go towards the project.

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

The public input was opened by the Mayor. No one came forward, to offer comments.

Council Member Betcher stated she has a motion she would like to make, but wanted to address Mr. Gartin's earlier comment about the program being for Ames residents only. She explained that her motion will give the parameters that she thinks are necessary and will allow for flexibility to have the Public Art Commission and the Commission on the Arts work together.

Ms. Madison pointed out that PAC had focused on visual arts, not the performing arts, regarding the proposal with the Octagon.

Moved by Betcher, seconded by Martin, that the Public Art Commission, working with the Commission on the Arts, develop and bring back to the Council as soon as possible guidelines for a Small Art Grant Pilot Program that offers competitive grants up to \$10,000 for individual artists and groups of artists not eligible for COTA funding to create arts projects that will benefit the residents of Ames and/or contribute to making Ames a fun and vibrant community.

City Manager Steve Schainker asked for clarification on the motion regarding funding. He wanted to know if Ms. Betcher had meant \$10,000 per grant or a pot of money. Ms. Betcher explained that the Council had already approved a pot of money that the committee could split among multiple applicants. The Council would like to support as many grants as they can with the \$10,000.

Mayor Haila asked Ms. Madison if the motion was helpful for PAC to know what needs to be done in moving forward. He noted that Mr. Phillips will help assist PAC with the guidelines and answer any questions. Ms. Madison commented that she understood that the small arts grant program would be a pilot project and may not be a continuing program, and the Council would be looking for an evaluation process of how the small arts grant program did. Ms. Betcher explained that would be correct, but that is not part of the initial motion. The initial motion was for PAC to bring the initial guidelines back to the Council for review before moving forward. City Manager Schainker noted that the first step would be to come back to the Council with the criteria to make sure everyone agrees.

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

**SETTING DATE OF PUBLIC HEARING FOR JANUARY 26, 2021, TO AUTHORIZE THE POTENTIAL USE OF EMINENT DOMAIN AUTHORITY, IF NECESSARY, TO OBTAIN EASEMENTS AND ACQUIRE LAND FOR THE FLOOD MITIGATION - RIVER FLOODING PROJECT:** Municipal Engineer Tracy Peterson reminded the Council that this item is the Flood Mitigation project with \$3.75 million in FEMA funding to do work on 2,000 feet on either side of the South Duff Avenue bridge. Staff is starting the land acquisition services, and as part of getting the federal funding, they have to go through the process of getting a resolution for eminent domain. She explained this is just a formality as staff is working with the landowners. Staff has been meeting regularly with the landowners to answer questions and will be going through the appraisal process to make offers on the land. Ms. Peterson stated that they are hoping to bring voluntary settlements back to the City Council. The goal is to not have to use eminent domain at all, but they are required to pass the resolution due to FEMA guidelines.

Mayor Haila wanted to stress the fact that this item is just setting a date of public hearing and the Council has no desire to exercise eminent domain, but it is something that is required by FEMA to be used only in the event that staff is not able to come to some resolution with the landowners.

Moved by Beatty-Hansen, seconded by Corrieri, to adopt RESOLUTION NO. 21-019 setting the date of public hearing for January 26, 2021, to authorize the potential use of eminent domain authority, if necessary, to obtain easements and acquire land for the Flood Mitigation - River Flooding project.

Council Member Betcher mentioned that she will be voting against the motion, as she has been against this project from the beginning.

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

**UPDATE ON FINANCIAL STATUS OF CYRIDE:** City Manager Steve Schainker stated that this item was referred to staff by City Council. The Council had asked CyRide Director Barb Neal to come before the Council and give a brief explanation of the impact that COVID-19 and the drop in Iowa State University enrollment have had on CyRide. He mentioned that the responsibility for developing CyRide's budget lies with the staff of CyRide and the Transit Board. There will be some long-term strategies that are going to be developed. Mr. Schainker noted that Director Neal is available for any questions, but a lot of information was given in the Staff Report. He pointed out that CyRide was fortunate enough to receive CARES funding that will help for the next couple of years.

Council Member Betcher stated she appreciated CyRide for putting the report together as it was helpful to see it. She felt more confident about where CyRide is financially.

**HEARING ON MAINTENANCE FACILITY FABRIC STORAGE BARN:** Fleet Services Director Corey Mellies stated that when they bid this project, it had an alternate for a second building; however, the funding was not available. Staff is recommending moving forward with one building. The building will be a big help for the maintenance facility with storage and vehicle needs.

The Mayor opened the public hearing. There was no one wishing to speak, and the hearing was closed.

Moved by Betcher, seconded by Corrieri, to adopt RESOLUTION NO. 21-020 approving final plans and specifications and awarding a contract to A & B Construction LTD, of Harper, Iowa, in the amount of \$157,025.

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

**HEARING ON WATER PLANT DEHUMIDIFICATION PROJECT:** The public hearing was opened by the Mayor. He closed the hearing after no one asked to speak.

Moved by Beatty-Hansen, seconded by Junck, to adopt RESOLUTION NO. 21-021 approving final plans and specifications and awarding a contract to Mechanical Comfort, Inc., of Ames, Iowa, in the amount of \$262,940.

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

**HEARING ON AMES CITY HALL AUDITORIUM HVAC UPGRADE:** Fleet Services Director Corey Mellies explained that staff is recommending rejecting all bids, as they came in higher than anticipated. Staff will be working with the consulting firm to look at the design to see if the project is within the budget.

Council Member Betcher asked if staff had looked at sustainability issues and how they fit with the Council's attempts at reducing its carbon footprint. Director Mellies noted that staff is expecting to see a big improvement from what was designed. Staff is looking at rebates as well. He noted that half of the system still has original parts from 1938 (heating). The cooling was put in during the 90's. There will be an improvement with the sustainability of the new system.

The Mayor opened the public hearing. It was closed when no one came forward.

Moved by Beatty-Hansen, seconded by Betcher, to reject all bids.

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

**HEARING ON 2020/21 PAVEMENT RESTORATION - SLURRY SEAL PROGRAM:** The Mayor opened the public hearing and closed it after there was no one wishing to speak.

Moved by Beatty-Hansen, seconded by Betcher, to adopt RESOLUTION NO. 21-022 approving final plans and specifications and awarding a contract to Fort Dodge Asphalt Company, of Fort Dodge, Iowa, in the amount of \$202,885.40.

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

**ORDINANCE ESTABLISHING A NEW INDUSTRIAL ZONING DISTRICT TO BE KNOWN AS THE INTENSIVE INDUSTRIAL ZONE IN CHAPTER 29, ARTICLE 9, OF THE AMES MUNICIPAL CODE:** Moved by Corrieri, seconded by Beatty-Hansen, to pass on second reading an Ordinance establishing a new industrial zoning district to be known as the Intensive Industrial zone in Chapter 29, Article 9, of the *Ames Municipal Code*.

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

**DISPOSITION OF COMMUNICATIONS TO COUNCIL:** Mayor Haila mentioned there was only one item. It was a memo from the Planning and Housing Department in response to the alley

parking changes request from Byron and Beverly Schulke for 2724 Northridge Lane.

Council Member Gartin asked if the parking in this area was consistent with existing parking in similar situations. Planning and Housing Director Kelly Diekmann explained that he didn't believe there were any similar parking situations as this area is unique. Director Diekmann mentioned that it is more common in Somerset, but the parking is almost all privately operated except for the two that are off this alley.

Mayor Haila stated since he is not hearing any motions there will be no action taken on this item. He mentioned that Planning staff can let Byron and Beverly Schulke know that staff did not take any action.

**COUNCIL COMMENTS:** Council Member Martin mentioned that there has been a lot on his mind from the past week, but he couldn't think of a way to make a coherent comment about it.

Council Member Betcher explained that she and Mr. Schainker received the 130-page report from the Community and Regional Planning students who were working on community engagement ideas. The report will be distributed to the Council for review.

Council Member Beatty-Hansen took a moment to say, "Happy New Year," as this was the first meeting of 2021. She commented that so far in 2021 a lot has already happened, politically. Ms. Beatty-Hansen mentioned that after the past week's assault on the home of democracy, it reminded her of how thankful she is to live in Ames. She mentioned that they are fortunate enough to have a high level of stability and respect for public discourse, but she thinks a lot of people are reeling from the violence at the Capitol. Ms. Beatty-Hansen wanted to remind everyone that the best thing anyone can do is to get involved and to build relationships with people of all kinds. In the City of Ames, there are several opportunities to get involved by volunteering or other forms of community service. She thought now was a good time to remind everyone of how important that is.

Council Member Gartin stated next Monday, January 18, 2021, is the Martin Luther King Jr. holiday. This year, due to the pandemic, the program will be virtual. The program can be watched on the Ames MLK Celebration Facebook page or on Ames Channel 12. The keynote speaker will be Wayne Clinton. He encouraged everyone to participate in the celebration.

*Ex Officio* Member Whitlock mentioned that she wanted to echo what Council Members Beatty-Hansen and Martin said. She stated she just started her student teaching and she never thought that this would be something that she would have to discuss with students in Middle School. Ms. Whitlock explained that it was a difficult topic and the students didn't really understand what happened.

Mayor Haila mentioned that he asked Planning and Housing Director Kelly Diekmann and the Parks and Recreation Director Keith Abraham to give the Council a quick update on the Downtown Plaza concept and the Aquatic Center. He wanted to commend Directors Diekmann and Abraham along



with all the other staff for all the work that has been done.

Director Diekmann stated that in September 2020, staff moved forward with Confluence, a landscape architecture firm to help develop some concepts for the Downtown Plaza. The Downtown Plaza will replace Lot N across from City Hall. Staff had a kick-off meeting with Confluence, staff from Parks & Recreation, Planning, the Traffic Engineering Division, and the Mayor to discuss how Lot N would work, how it relates to Downtown, and to also work through the features and visions that were discussed by the Council in November 2020. Confluence has worked through several different concepts and today staff was able to view a refined version. Next Thursday, January 21, 2021, is the next Zoom meeting where staff will show the concept so far with the features that the Council had suggested. On January 26, 2021, the Council will be able to give feedback on the same concept that the public will see on January 21.

Director Abraham stated that RDG Planning and Design was contracted as the architect for an Indoor Aquatic Center. The potential site is on a property owned by the Iowa Department of Transportation that is north of Lincoln Way directly across the street from the main DOT entrance (122 North Oak Avenue). Staff had started with the aquatics portion of the Healthy Life Center as a base. A lot of input was given for the aquatic center during the Healthy Life Center discussions and staff felt they had a good understanding of what the public is looking for regarding aquatics. Director Abraham explained that there was a kick-off meeting with RDG Planning and Design, City Manager Schinker, Planning & Housing Director Kelly Diekmann, Assistant City Manager Deb Schildroth, and him to go through what everyone was looking for. Mr. Abraham then met with staff from Facilities, Parks and Recreation, and the City Manager's Office to look at the program space and sizing and what was needed for the facility. Staff then met with RDG to revise the spaces; they will be looking at anywhere between 40-45,000 square feet. RDG put together several concepts for the location of the building, and staff gave direction that they preferred the pool to sit on the south/southwest portion of the lot. The preferred site concept gave a more visible presence along Lincoln Way than the parking lot to the north of the site. Several options were given for floor plans and direction was given to refine some two-story plans. RDG will be meeting with staff again on January 18, 2021. Director Abraham mentioned that he had a few conversations with Debbie Lee, President of the Oak-to-Riverside Neighborhood Association, and on Wednesday, January 20, 2021 there will be a neighborhood meeting. Businesses and homeowners in that Neighborhood were sent notifications about the meeting. He pointed out there is a Parks and Recreation Commission meeting where they will share this information; the same information will be provided to the Council on January 26, 2021.

Mayor Haila mentioned that during the past month a lot of work has been done for the Downtown Plaza and Indoor Aquatics Center. He wanted to let the Council know that the public will be seeing the concepts before the Council and the Council is welcome to sit in on the meetings and listen to the public's comments. The Mayor explained that the presentations that will be given at the City Council meeting on January 26 will be for the Council's information and minor input; it will not be for design decisions and direction. If the funding is awarded, more feedback will be asked for.

Director Diekmann pointed out that the community meeting for the Downtown Plaza will be broadcast on Ames Channel 12 and YouTube on January 21, 2021. He noted this will not be the only chance for people to participate. Staff will be taking comments from anyone that can't make the meeting or any questions after the meeting.

The Mayor mentioned that the application period for boards and commission is open and there are openings on several City Board and Commissions. He encouraged the public to apply and noted that this is a great way to volunteer and have a voice in the community.

**ADJOURNMENT:** Moved by Beatty-Hansen to adjourn the meeting at 7:09 p.m.

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Amy L. Colwell, Deputy City Clerk

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John A. Haila, Mayor

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Diane R. Voss, City Clerk



## REPORT OF CONTRACT CHANGE ORDERS

Period:	<input checked="" type="checkbox"/>	1 <sup>st</sup> – 15 <sup>th</sup>
	<input type="checkbox"/>	16 <sup>th</sup> – End of Month
Month & Year:	January 2021	
For City Council Date:	January 26, 2021	

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)
Water & Pollution Control	Methane Engine Generator Replacement Project	2	\$1,554,270.00	Waldinger Corporation	\$-(12,000.00)	\$6,262.91	J. Dunn	MA
Public Works	S. Grand Avenue (PCC Pavement)	2	\$3,159,304.15	Peterson Contractors, Inc.	\$77,362.49	\$-(10,374.00)	J. Joiner	MA
Transit	CyRide 2020 Interior Improvements	1	\$102,620.00	Story Construction	\$0.00	\$421.00	J. Rendall	MA
Transit	CyRide 2020 Interior Improvements	2	\$102,620.00	Story Construction	\$421.00	\$645.00	J. Rendall	MA
Water & Pollution Control	North River Valley Park Low Head Dam Improvements	4	\$776,534.88	RW Excavating Solutions	\$104,046.89	\$3,191.78	J. Dunn	MA
Public Woks	Campustown Public Improvements (Welch Avenue from Lincoln Way to Knapp Street)	3	\$2,150,047.00	Con-Struct, Inc.	\$9,231.00	\$6,094.76	T. Peterson	MA

## Applicant License Application ( )

<b>Name of Applicant:</b> <u>Kinseth Hospitality Company, Inc</u>		
<b>Name of Business (DBA):</b> <u>Springhill Suites</u>		
<b>Address of Premises:</b> <u>1810 SE 16th St.</u>		
<b>City</b> <u>Ames</u>	<b>County:</b> <u>Story</u>	<b>Zip:</b> <u>50010</u>
<b>Business</b> <u>(515) 598-8900</u>		
<b>Mailing</b> <u>2 Quail Creek Circle</u>		
<b>City</b> <u>North Liberty</u>	<b>State</b> <u>IA</u>	<b>Zip:</b> <u>52317</u>

## Contact Person

<b>Name</b> <u>Michelle Schultz</u>	
<b>Phone:</b> <u>(319) 626-5600</u>	<b>Email</b> <u>mschultz@kinseth.com</u>

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

**Term:** 12 months

**Effective Date:** 11/30/2020

**Expiration Date:** 01/01/1900

## Privileges:

Living Quarters

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

Sunday Sales

## Status of Business

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

## Ownership

## Bruce Kinseth

**First Name:** Bruce                      **Last Name:** Kinseth  
**City:** Coralville                      **State:** Iowa                      **Zip:** 52241  
**Position:** Vice-President  
**% of Ownership:** 25.00%                      **U.S. Citizen:** Yes

## Leslie Kinseth

**First Name:** Leslie                      **Last Name:** Kinseth  
**City:** Clear Lake                      **State:** Iowa                      **Zip:** 50428  
**Position:** President  
**% of Ownership:** 25.00%                      **U.S. Citizen:** Yes

## Gary Kinseth

**First Name:** Gary                      **Last Name:** Kinseth  
**City:** Mason City                      **State:** Iowa                      **Zip:** 50401

**Position:** Secretary

**% of Ownership:** 25.00%

**U.S. Citizen:** Yes

**Linda Skinner**

**First Name:** Linda

**Last Name:** Skinner

**City:** Coralville

**State:** Iowa

**Zip:** 52241

**Position:** Treasurer

**% of Ownership:** 25.00%

**U.S. Citizen:** Yes

**Insurance Company Information**

<b>Insurance Company:</b> <u>Hartford Fire Insurance Company</u>	
<b>Policy Effective Date:</b> <u>11/30/2020</u>	<b>Policy Expiration</b> <u>11/30/2021</u>
<b>Bond Effective</b>	<b>Dram Cancel Date:</b>
<b>Outdoor Service Effective</b>	<b>Outdoor Service Expiration</b>
<b>Temp Transfer Effective</b>	<b>Temp Transfer Expiration Date:</b>

## Applicant License Application ( )

<b>Name of Applicant:</b> <u>Hidalgo 1 LLC</u>		
<b>Name of Business (DBA):</b> <u>Cactus 2</u>		
<b>Address of Premises:</b> <u>2420 Lincoln Way STE B</u>		
<b>City</b> <u>Ames</u>	<b>County:</b> <u>Story</u>	<b>Zip:</b> <u>50010</u>
<b>Business</b>	<u>(319) 461-0162</u>	
<b>Mailing</b>	<u>2420 Lincoln Way STE B</u>	
<b>City</b> <u>Ames</u>	<b>State</b> <u>IA</u>	<b>Zip:</b> <u>50010</u>

## Contact Person

<b>Name</b> <u>Dan Kim</u>			
<b>Phone:</b> <u>(515) 288-3188</u>	<b>Email</b>	<u>dan@communitycpa.com</u>	

**Classification** Class C Liquor License (LC) (Commercial)

**Term:** 12 months

**Effective Date:** 01/04/2021

**Expiration Date:** 01/01/1900

## Privileges:

Class C Liquor License (LC) (Commercial)

Sunday Sales

## Status of Business

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

## Ownership

**Rene German**

**First Name:** Rene                      **Last Name:** German  
**City:** Coralville                      **State:** Iowa                      **Zip:** 52241  
**Position:** President  
**% of Ownership:** 100.00%                      **U.S. Citizen:** No

## Insurance Company Information

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



# MEMO

## Item No. 8

**To:** Mayor John Haila and Ames City Council Members  
**From:** Lieutenant Heath Ropp, Ames Police Department  
**Date:** January 6<sup>th</sup>, 2021  
**Subject:** Beer Permits & Liquor License Renewal Reference City Council Agenda

The Council agenda for January 26<sup>th</sup>, 2021 includes beer permits and liquor license renewals for:

- **Blaze Pizza** (2320 Lincoln Way #109) – Special Class C Liquor License (B/W), Outdoor Service and Sunday Sales
- **El Azteca, Inc** (2727 Stange Rd) – Class C Liquor License, Outdoor Service & Sunday Sales
- **Ge'Angelo's** (823 Wheeler St #9) Class C Liquor License, Sunday Service & Catering Privilege
- **Fareway Store #386** (619 Burnett Ave) Class C Beer Permit, Class B Wine Permit, Class E Liquor License
- **Fareway Store #093** (3619 Stange Rd) Class C Beer Permit, Class B Wine Permit, Class E Liquor License
- **Clouds Coffee** (119 Stanton Ave) – Special Class C Liquor License (B/W)

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.

**COUNCIL ACTION FORM**

**SUBJECT: REVISIONS TO EMPLOYEE RECOGNITION PROGRAMS POLICY**

**BACKGROUND:**

On October 13, 2020, the City Council approve a collection of revised policies for City employees. These policies became effective October 19, 2020. One of the revised policies was the Employee Recognition Programs Policy. This policy provides for five City-wide employee awards for exceptional service, years of service awards, and retirement gifts.

After the adoption of the revised policy, the Employee Council noted that the new policy's section regarding years of service awards did not provide for continuing some long-standing practices. In addition, the new policy did not clarify two areas that have historically been confusing and inconsistently administered.

To remedy these issues, staff has drafted changes to the Employee Service Awards section of the policy (attached, with new language in red text). These changes will accomplish the following:

1. Provide for recognition of long-time temporary employees who return to the City year after year (e.g., lifeguards, community safety officers, fitness class instructors). Currently, these employees are ineligible for service awards.
2. Memorialize the practice that the award consists of \$5 for each year of service, which is only given every five years (5<sup>th</sup> anniversary, 10<sup>th</sup> anniversary, 15<sup>th</sup> anniversary, etc.)
3. Clarify that if an employee reaches a service milestone and is eligible for an award, but leaves City service before the awards luncheon, their award is to be added to their last paycheck.

City staff has analyzed these revisions and believes they will have a negligible fiscal impact. Of the changes, the most significant from a cost standpoint is to allow temporary employees to be eligible for years of service awards. There are currently 517 active temporary employees in the payroll system. Of these, 87 (17%) have been returning employees for five years or longer. City staff estimates the payment of recognition awards to cost approximately \$1,000 per year, spread amongst various funds.



**ALTERNATIVES:**

1. Approve the revised Employee Recognition Program Policy.
2. Do not approve changes to this policy.
3. Refer this item to staff for further information.

**CITY MANAGER'S RECOMMENDED ACTION:**

The proposed changes codify long-time practices related to the Employee Service Awards and clarify how these awards should work for temporary employees who return to work for the City year after year.

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

## Employee Recognition Programs

**Date Established:** October 19, 2020

**Date Last Updated:** January 26, 2021

### Purpose

The purpose of the City-wide awards program is to encourage and recognize employees who bring to life the Excellence Through People values.

### Policy Statement

In addition to recognition programs that may be provided by individual City departments, there are five categories of City-wide Employee Awards:

#### Employee Customer Service Award

The Employee Customer Service Award is designed to honor City employees who provide exceptional direct customer service to the citizens of Ames. Nominations can be made by a co-worker, supervisor or Ames resident. Nominations should describe the service provided by the employee and indicate the significance of the service to the resident. The award will be given for a contribution associated with the employee's work for the City, but the act should reflect a contribution beyond the scope of normal responsibilities. The employee will receive a framed letter from the City Manager congratulating them for their contributions and a cash award of \$50. A copy of this letter will also be placed in their personnel files.

#### Suggestion Award

The Suggestion Award recognizes City employees for achievements, accomplishments, contributions and/or suggestions that: are a cost savings in City operations, improve quality of City services, improve public relations, or improve employee morale. Employees who make suggestions which are implemented will be recognized as follows:

1. If the suggestion falls within the employee's assigned job responsibilities or established policy, or if the suggestion does not reduce costs, the employee(s) will receive a cash award of \$100, a Suggestion Award containing the Suggestion Program logo, as well as a letter from the City Manager congratulating them for their achievements, accomplishments or contributions. A copy of this letter will be placed in the employee's personnel file.
2. For suggestions which reduce costs, the employee(s) will receive up to 25 percent of the actual documented cost savings within a twelve-month period up to a maximum of a \$1,000 cash award. The employee(s) will also receive a Suggestion Award as well as a letter from the City Manager. A copy of this letter will be placed in the employee's personnel file.

The cash award will be made as soon as it has been documented that the savings have actually occurred. If the savings are of an on-going nature, the cash award will be

based on the actual savings realized over the first twelve months of the suggestion's implementation. A cash award will not be made if the cost savings proposed results in a City service level reduction. The cash award will be made from the departmental budget where the savings occurred.

### **Certificate of Commendation**

This award is designed to honor City employees who have clearly "gone above and beyond their expected duty in an emergency situation" in service to the citizens of Ames. Such contributions could be associated with an employee's work for the City, although service rendered outside of an employee's normal responsibilities will also be considered. This award category may also be considered for the Humanitarian Service Award. The recipients will receive a Certificate of Commendation commemorating the award and a cash award of \$50.

### **Humanitarian Service Award**

This award is designed to honor City employees who have clearly "gone the extra mile" in service to the citizens of Ames. Such contributions could be associated with an employee's work for the City; service rendered outside of an employee's normal responsibilities would receive a higher consideration. The recipients will receive their own decorative award commemorating their act of service. In addition, the recipients' names and contributions will be designated on a plaque permanently displayed in City Hall.

### **Sprenkel Achievement Award**

The Sprenkel Achievement Award is designed to honor a City employee(s) who has exhibited the initiative to make a significant contribution to the City organization through actions above and beyond the scope of the employee's job responsibilities.

The Sprenkel Achievement Award must be for a contribution which has already been achieved or implemented. Preference will be given to the impact and duration of accomplishment. No extra compensation other than a suggestion award payment can have been received. The recipients will receive their own plaque commemorating the award and a \$100 cash award. In addition, the recipients' names and contributions will be designated on a plaque to be permanently displayed in City Hall.

### **Presentation of Awards**

Cash awards will be distributed to recipients as soon as the award is approved. Recognition letters, plaques, etc. will be presented to the recipient at the annual Employee Awards Luncheon.

### **Eligibility and Procedures**

#### **1. Employee Eligibility**

All City of Ames employees are eligible with the following exceptions:

- a. For the Suggestion Award, Employee Customer Service Award, Sprenkel Achievement Award and Certificate of Commendation: Department heads, the City Manager and the Assistant City Managers are not eligible.
  - b. For all awards, members of the Employee Council Awards Committee are eligible if they recuse themselves from deliberation and voting on that award.
2. Topics Not Eligible
- a. Pay
  - b. Benefits
  - c. Union bargaining
3. For an Idea to Be Eligible, It Must
- a. Be original to the City. If the idea is a duplicate of one already received, the idea received first will be the one considered.
  - b. If the suggestion has not yet been implemented, it must recommend a specific action.
  - c. If already implemented, it must have been within the period of eighteen months prior to the date that the application is received by the City Manager's Office.
4. Due to Federal regulations, cash awards will be treated as wages for tax purposes; and are, therefore, subject to State and Federal withholding.
5. If two or more employees are determined to be jointly responsible for a suggestion which is implemented, any cash award will be divided equally among them or as specified by the department head.

### **Employee Service Awards**

The City recognizes employees who have contributed to the service of the City and to the citizens of Ames for a period of years. Each **regular and part time <20 hours** employee who has completed five total years of service (or an increment of five years of service), including any previous temporary service, by April 1 of that year is recognized at the annual Employee Service Award luncheon. **Temporary employees who have returned to City service year after year (e.g., summer help, lifeguards) are also eligible for recognition. The award consists of \$5 for each year of service completed (e.g., \$25 for 5 years, \$50 for 10 years, etc.).**

**If an employee leaves employment before the Award luncheon but has reached a five-year-increment milestone before leaving employment, the award will be added to the employee's final paycheck. The employee will be invited to attend the next luncheon as if they were a continuing employee.** Funds for these awards are paid by the department in

which the honored individual is currently employed. Beginning with awards issued after July 1, 2020, years of service are counted cumulatively for each employee, and do not restart when there is a break in service.

### **Employee Retirement Gifts**

A gift of tangible personal property may be given to an employee who retires from City employment with at least five completed years of continuous service, excluding temporary service. Employees with a break in service are entitled to the appropriate gift at the time of each departure. A monetary gift is prohibited. The department shall determine the type of gift to be given. The gift shall be given for the express purpose of recognizing the employee's service to the City of Ames. The value of the gift shall be \$10 for each year worked, beginning with five completed years of continuous service.

### **Employee Retirement and Farewell Receptions**

Department heads may authorize the use of City funds for refreshments and supplies for a reception or celebration honoring a departing employee. The expenses for such a reception should be commensurate with the length of service, but in most cases should not exceed \$300.

## **Contact Information**

### **City Manager's Office**

515-239-5101

### **Employee Council Awards Committee**

515-239-5101



# MEMO

**Item No. 10**

To: Mayor and City Council

From: Roger Wisecup, CPA  
City Treasurer

Date: January 11, 2021

Subject: Investment Report for Quarter Ending December 31, 2020

## Introduction

The purpose of this memorandum is to present a report summarizing the performance of the City of Ames investment portfolio for the quarter ending December 31, 2020.

## Discussion

This report covers the period ending December 31, 2020 and presents a summary of the investments on hand at the end of December 2020. The investments are valued at amortized cost; this reflects the same basis that the assets are carried on the financial records of the City. All investments are in compliance with the current Investment Policy.

## Comments

The Federal Reserve maintained the federal fund rate at 0-0.25 percent in the last quarter. The yield curve is flat, making shorter maturities pay the same rates as longer maturities. Future investments will be made at the lower interest rates and future interest income will decrease. We will continue to evaluate our current investment strategy, remaining flexible to future investments while the Federal Reserve evaluates the target rate.

**CITY OF AMES, IOWA**

**CASH AND INVESTMENTS SUMMARY  
AND SUMMARY OF INVESTMENT EARNINGS**

**FOR THE QUARTER ENDED DECEMBER 30, 2020  
AND THE ACCUMULATED YEAR-TO-DATE**

DESCRIPTION	BOOK VALUE	MARKET VALUE	UN-REALIZED GAIN/(LOSS)
CERTIFICATES OF DEPOSIT	33,000,000	33,000,000	0
FEDERAL AGENCY DISCOUNTS	2,998,938	2,999,732	793
FEDERAL AGENCY SECURITIES	50,453,068	50,636,701	183,633
INVESTMENT POOLS			0
COMMERCIAL PAPER	8,991,963	8,991,975	12
MISC COUPON SECURITIES			0
PASS THRU SECURITIES PAC/CMO	133,098	133,098	0
MONEY FUND SAVINGS ACCOUNTS	292,523	292,523	0
CORPORATE BONDS			0
US TREASURY SECURITIES	69,471,340	70,191,328	719,988
INVESTMENTS	<u>165,340,931</u>	<u>166,245,357</u>	<u>904,426</u>
CASH ACCOUNTS	<u>33,836,871</u>	<u>33,836,871</u>	
TOTAL FUNDS AVAILABLE	<u><u>199,177,802</u></u>	<u><u>200,082,228</u></u>	<u><u>904,426</u></u>

**ACCRUAL BASIS INVESTMENT EARNINGS**

<b>YR-TO-DATE</b>
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**GROSS EARNINGS ON INVESTMENTS:**

**1,088,281**

**INTEREST EARNED ON CASH:**

**68,882**

**TOTAL INTEREST EARNED:**

**1,157,163**



**Investments FY 2020-2021  
Portfolio Management  
Portfolio Summary  
December 31, 2020**

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Certificates of Deposit	33,000,000.00	33,000,000.00	33,000,000.00	19.96	1,039	407	2.194	2.225
Money Market	292,522.66	292,522.66	292,522.66	0.18	1	1	0.296	0.300
Passbook/Checking Accounts	133,098.43	133,098.43	133,098.43	0.08	1	1	0.148	0.150
Commercial Paper Disc. -Amortizing	9,000,000.00	8,991,975.00	8,991,963.32	5.44	246	148	0.217	0.220
Federal Agency Coupon Securities	50,135,000.00	50,636,701.15	50,453,068.44	30.51	650	377	0.738	0.748
Federal Agency Disc. -Amortizing	3,000,000.00	2,999,731.50	2,998,938.33	1.81	310	49	0.264	0.268
Treasury Coupon Securities	68,000,000.00	69,191,331.49	68,471,350.46	41.41	738	401	1.062	1.077
Treasury Discounts -Amortizing	1,000,000.00	999,997.00	999,989.88	0.60	86	6	0.062	0.062
<b>Investments</b>	<b>164,560,621.09</b>	<b>166,245,357.23</b>	<b>165,340,931.52</b>	<b>100.00%</b>	<b>731</b>	<b>371</b>	<b>1.120</b>	<b>1.136</b>

Total Earnings	December 31 Month Ending	Fiscal Year To Date
Current Year	163,821.69	1,088,281.09
<b>Average Daily Balance</b>	<b>166,321,960.27</b>	
<b>Effective Rate of Return</b>	<b>1.16%</b>	

**US TREASURY CONSTANT MATURITY RATES  
PERIOD ENDING DECEMBER 31, 2020  
3 YEAR COMPARISON**

I certify that these reports are in conformance with the Iowa Public Investment Act.

Roger J. Wisecup II, CPA      1-11-2021  
Roger J. Wisecup II, City Treasurer

	December 31, 2020	December 31, 2019	December 31, 2018
3 Months	0.09%	1.55%	2.45%
6 Months	0.09%	1.60%	2.56%
1 Year	0.10%	1.59%	2.63%
2 Years	0.13%	1.58%	2.48%
3 Years	0.17%	1.62%	2.46%
5 Years	0.36%	1.69%	2.51%



**Investments FY 2020-2021  
Portfolio Management  
Portfolio Details - Investments  
December 31, 2020**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity	Maturity Date
<b>Certificates of Deposit</b>												
13017497	13017497	Bankers Trust		04/16/2019	1,000,000.00	1,000,000.00	1,000,000.00	2.490	2.456	2.490	45	02/15/2021
13444568	13444568	Bankers Trust		04/16/2019	1,000,000.00	1,000,000.00	1,000,000.00	2.490	2.456	2.490	56	02/26/2021
13487203	13487203	Bankers Trust		10/15/2019	1,000,000.00	1,000,000.00	1,000,000.00	1.670	1.647	1.670	210	07/30/2021
13716374	13716374	Bankers Trust		10/15/2019	2,500,000.00	2,500,000.00	2,500,000.00	1.690	1.667	1.690	151	06/01/2021
13945546	13945546	Bankers Trust		10/15/2019	1,000,000.00	1,000,000.00	1,000,000.00	1.720	1.696	1.720	28	01/29/2021
50941	50941	First National Bank		10/16/2019	1,000,000.00	1,000,000.00	1,000,000.00	1.690	1.667	1.690	224	08/13/2021
50942	50942	First National Bank		10/16/2019	1,500,000.00	1,500,000.00	1,500,000.00	1.690	1.667	1.690	348	12/15/2021
50971	50971	First National Bank		11/21/2019	1,000,000.00	1,000,000.00	1,000,000.00	1.590	1.568	1.590	29	01/30/2021
50972	50972	First National Bank		11/21/2019	1,000,000.00	1,000,000.00	1,000,000.00	1.590	1.568	1.590	210	07/30/2021
144303455	144303455	Great Western Bank		04/16/2019	4,000,000.00	4,000,000.00	4,000,000.00	2.660	2.624	2.660	516	06/01/2022
433071437	433071437	US Bank		04/24/2018	4,000,000.00	4,000,000.00	4,000,000.00	2.700	2.663	2.700	151	06/01/2021
433071659	433071659	US Bank		05/24/2018	6,000,000.00	6,000,000.00	6,000,000.00	2.990	2.949	2.990	516	06/01/2022
795014295	795014295	US Bank		10/16/2019	3,000,000.00	3,000,000.00	3,000,000.00	1.710	1.687	1.710	516	06/01/2022
795014296	795014296	US Bank		10/16/2019	5,000,000.00	5,000,000.00	5,000,000.00	1.780	1.756	1.780	881	06/01/2023
<b>Subtotal and Average</b>			<b>33,451,612.90</b>		<b>33,000,000.00</b>	<b>33,000,000.00</b>	<b>33,000,000.00</b>	<b>2.194</b>	<b>2.225</b>	<b>407</b>		
<b>Money Market</b>												
SYS4531558874B	4531558874B	Great Western Bank			292,522.66	292,522.66	292,522.66	0.300	0.296	0.300	1	
<b>Subtotal and Average</b>			<b>292,522.18</b>		<b>292,522.66</b>	<b>292,522.66</b>	<b>292,522.66</b>	<b>0.296</b>	<b>0.300</b>	<b>1</b>		
<b>Passbook/Checking Accounts</b>												
SYS6952311634B	6952311634B	Wells Fargo			133,098.43	133,098.43	133,098.43	0.150	0.148	0.150	1	
<b>Subtotal and Average</b>			<b>133,098.22</b>		<b>133,098.43</b>	<b>133,098.43</b>	<b>133,098.43</b>	<b>0.148</b>	<b>0.150</b>	<b>1</b>		
<b>Commercial Paper Disc. -Amortizing</b>												
06945LQ27	0942-20	Barkleys		09/17/2020	1,500,000.00	1,499,475.00	1,499,475.00	0.210	0.210	0.213	60	03/02/2021
62479LSQ9	0938-20A	Bank Tokyo Mitsubishi		08/31/2020	1,000,000.00	999,210.00	999,205.55	0.200	0.202	0.205	143	05/24/2021
62479LSQ9	0938-20B	Bank Tokyo Mitsubishi		08/31/2020	1,000,000.00	999,210.00	999,205.55	0.200	0.202	0.205	143	05/24/2021
62479LSQ9	0938-20C	Bank Tokyo Mitsubishi		08/31/2020	1,000,000.00	999,210.00	999,205.56	0.200	0.202	0.205	143	05/24/2021
53948AU17	0948-20A	Lloyds Bank Co		10/13/2020	1,000,000.00	998,860.00	998,843.61	0.230	0.233	0.237	181	07/01/2021
53948AU17	0948-20B	Lloyds Bank Co		10/13/2020	1,000,000.00	998,860.00	998,843.61	0.230	0.233	0.237	181	07/01/2021
53948AU17	0948-20C	Lloyds Bank Co		10/13/2020	1,000,000.00	998,860.00	998,843.61	0.230	0.233	0.237	181	07/01/2021
53948AU17	0951-20	Lloyds Bank Co		10/15/2020	1,500,000.00	1,498,290.00	1,498,340.83	0.220	0.223	0.226	181	07/01/2021
<b>Subtotal and Average</b>			<b>9,958,853.05</b>		<b>9,000,000.00</b>	<b>8,991,975.00</b>	<b>8,991,963.32</b>	<b>0.217</b>	<b>0.220</b>	<b>148</b>		

**Investments FY 2020-2021  
Portfolio Management  
Portfolio Details - Investments  
December 31, 2020**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity	Maturity Date
<b>Federal Agency Coupon Securities</b>												
31422B3F5	0962-20	Farmer Mac		11/20/2020	1,000,000.00	1,000,115.00	1,000,000.00	0.600	0.592	0.600	1,784	11/20/2025
3133EKJP2	0874-19	Federal Farm Credit		08/16/2019	1,000,000.00	1,007,381.00	1,002,608.32	2.400	1.568	1.590	118	04/29/2021
3133EKJP2	0886-19	Federal Farm Credit		09/13/2019	1,500,000.00	1,511,071.50	1,503,277.22	2.400	1.697	1.721	118	04/29/2021
3133EJT74	0913-20	Federal Farm Credit		02/20/2020	1,000,000.00	1,025,450.00	1,013,681.68	3.050	1.435	1.455	318	11/15/2021
3133EGL60	0914-20	Federal Farm Credit		02/20/2020	1,000,000.00	1,014,958.00	1,002,594.54	1.760	1.450	1.470	332	11/29/2021
3133ELFR0	0916-20	Federal Farm Credit		02/20/2020	1,000,000.00	1,014,924.00	1,001,622.55	1.625	1.438	1.458	360	12/27/2021
3133ELTP9	0925-20	Federal Farm Credit		04/15/2020	1,500,000.00	1,502,715.00	1,501,371.69	0.500	0.296	0.300	166	06/16/2021
3133ELTN4	0930-20	Federal Farm Credit		04/15/2020	1,500,000.00	1,506,666.00	1,502,667.59	0.530	0.355	0.360	382	01/18/2022
3133EL6P4	0945-20	Federal Farm Credit		09/17/2020	1,500,000.00	1,499,860.50	1,500,000.00	0.140	0.138	0.140	342	12/09/2021
3133EMCJ9	0952-20A	Federal Farm Credit		10/15/2020	2,000,000.00	1,999,348.44	1,999,711.48	0.140	0.151	0.154	462	04/08/2022
3133EMCJ9	0952-20B	Federal Farm Credit		10/15/2020	3,000,000.00	2,999,022.67	2,999,567.22	0.140	0.151	0.154	462	04/08/2022
3130AABG2	0791-17	Federal Home Loan Bank		10/13/2017	1,135,000.00	1,153,155.46	1,135,187.89	1.875	1.830	1.856	332	11/29/2021
3132X0MT5	0859-19	Federal Home Loan Bank		03/08/2019	1,000,000.00	1,000,579.00	999,802.07	2.000	2.489	2.523	14	01/15/2021
313382K69	0871-19A	Federal Home Loan Bank		08/16/2019	1,000,000.00	1,003,137.00	1,000,250.88	1.750	1.598	1.620	70	03/12/2021
313382K69	0871-19B	Federal Home Loan Bank		08/16/2019	1,000,000.00	1,003,137.00	1,000,250.88	1.750	1.598	1.620	70	03/12/2021
313379RB7	0877-19	Federal Home Loan Bank		08/16/2019	1,000,000.00	1,007,747.00	1,001,441.22	1.875	1.523	1.544	161	06/11/2021
3130A1W95	0884-19	Federal Home Loan Bank		09/13/2019	2,000,000.00	2,018,764.00	2,004,492.63	2.250	1.710	1.734	161	06/11/2021
313378JP7	0901-19	Federal Home Loan Bank		11/21/2019	1,000,000.00	1,015,523.00	1,005,233.22	2.375	1.582	1.604	252	09/10/2021
313376C94	0905-19	Federal Home Loan Bank		11/21/2019	1,500,000.00	1,535,298.00	1,514,167.81	2.625	1.579	1.601	343	12/10/2021
313376C94	0915-20	Federal Home Loan Bank		02/20/2020	1,000,000.00	1,023,532.00	1,010,641.57	2.625	1.455	1.475	343	12/10/2021
313376Y74	0931-20A	Federal Home Loan Bank		04/15/2020	1,500,000.00	1,535,509.50	1,530,914.93	2.280	0.397	0.402	403	02/08/2022
313376Y74	0931-20B	Federal Home Loan Bank		04/15/2020	1,000,000.00	1,023,673.00	1,020,609.95	2.280	0.397	0.402	403	02/08/2022
313378CR0	0935-20A	Federal Home Loan Bank		05/15/2020	1,000,000.00	1,025,178.00	1,024,384.15	2.250	0.201	0.204	434	03/11/2022
313378CR0	0935-20B	Federal Home Loan Bank		05/15/2020	1,500,000.00	1,537,767.00	1,536,576.22	2.250	0.201	0.204	434	03/11/2022
3130AK5A0	0944-20	Federal Home Loan Bank		09/17/2020	1,500,000.00	1,500,273.46	1,500,010.01	0.125	0.126	0.128	252	09/10/2021
3130AEBM1	0947-20	Federal Home Loan Bank		09/17/2020	1,500,000.00	1,556,148.00	1,556,481.86	2.750	0.132	0.134	525	06/10/2022
3130AKCB0	0949-20A	Federal Home Loan Bank		10/13/2020	1,000,000.00	1,000,179.00	999,960.87	0.125	0.128	0.130	285	10/13/2021
3130AKCB0	0949-20B	Federal Home Loan Bank		10/13/2020	2,000,000.00	2,000,358.00	1,999,921.74	0.125	0.128	0.130	285	10/13/2021
3130AKD86	0956-20	Federal Home Loan Bank		10/20/2020	1,500,000.00	1,500,279.71	1,500,005.21	0.125	0.123	0.125	291	10/19/2021
3134G45K0	0876-19	Federal Home Loan Mortgage Co.		08/16/2019	1,000,000.00	1,006,806.00	1,000,915.89	1.800	1.550	1.571	147	05/28/2021
3137EADB2	0917-20	Federal Home Loan Mortgage Co.		02/20/2020	1,000,000.00	1,023,177.00	1,009,493.41	2.375	1.420	1.440	377	01/13/2022
3137EADB2	0929-20A	Federal Home Loan Mortgage Co.		04/15/2020	1,500,000.00	1,534,765.50	1,531,098.73	2.375	0.355	0.360	377	01/13/2022
3137EADB2	0929-20B	Federal Home Loan Mortgage Co.		04/15/2020	1,000,000.00	1,023,177.00	1,020,732.48	2.375	0.355	0.360	377	01/13/2022
3137EAET2	0955-20	Federal Home Loan Mortgage Co.		10/15/2020	1,500,000.00	1,499,960.58	1,501,220.20	0.125	0.090	0.091	570	07/25/2022
3134GXBD5	0960-20	Federal Home Loan Mortgage Co.		11/20/2020	1,000,000.00	1,000,738.00	1,000,080.00	0.360	0.355	0.360	1,230	05/15/2024
3134GWXC5	0961-20	Federal Home Loan Mortgage Co.		11/20/2020	1,000,000.00	1,001,192.83	1,000,495.83	0.350	0.345	0.350	1,183	03/29/2024

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity	Maturity Date
<b>Federal Agency Coupon Securities</b>												
3135G0N82	0927-20	Federal Nat'l Mtg. Assoc.		04/15/2020	1,500,000.00	1,510,662.00	1,509,487.78	1.250	0.237	0.240	228	08/17/2021
3135G0Q89	0928-20	Federal Nat'l Mtg. Assoc.		04/15/2020	1,500,000.00	1,514,472.00	1,512,108.72	1.375	0.314	0.319	279	10/07/2021
<b>Subtotal and Average</b>			<b>51,775,306.66</b>		<b>50,135,000.00</b>	<b>50,636,701.15</b>	<b>50,453,068.44</b>		<b>0.738</b>	<b>0.748</b>	<b>377</b>	
<b>Federal Agency Disc. -Amortizing</b>												
313385BU9	0923-20	Federal Home Loan Bank		04/15/2020	1,500,000.00	1,499,886.00	1,499,545.00	0.260	0.264	0.268	42	02/12/2021
313385CJ3	0924-20	Federal Home Loan Bank		04/15/2020	1,500,000.00	1,499,845.50	1,499,393.33	0.260	0.264	0.268	56	02/26/2021
<b>Subtotal and Average</b>			<b>2,998,613.34</b>		<b>3,000,000.00</b>	<b>2,999,731.50</b>	<b>2,998,938.33</b>		<b>0.264</b>	<b>0.268</b>	<b>49</b>	
<b>Treasury Coupon Securities</b>												
912828R77	0769-17	U.S. Treasury		04/20/2017	2,000,000.00	2,010,000.00	1,998,002.66	1.375	1.605	1.627	150	05/31/2021
912828XD7	0835-18	U.S. Treasury		10/15/2018	2,500,000.00	2,561,327.50	2,463,864.43	1.875	2.923	2.963	515	05/31/2022
912828XR6	0836-18	U.S. Treasury		10/15/2018	2,500,000.00	2,557,032.50	2,459,687.69	1.750	2.923	2.964	515	05/31/2022
912828R69	0860-19	U.S. Treasury		03/08/2019	3,000,000.00	3,106,875.00	2,943,030.68	1.625	2.426	2.459	880	05/31/2023
9128283Q1	0870-19	U.S. Treasury		08/16/2019	1,000,000.00	1,000,469.00	1,000,144.59	2.000	1.593	1.615	14	01/15/2021
912828Q37	0872-19A	U.S. Treasury		08/16/2019	1,500,000.00	1,503,984.00	1,498,741.54	1.250	1.578	1.600	89	03/31/2021
912828Q37	0872-19B	U.S. Treasury		08/16/2019	1,000,000.00	1,002,656.00	999,161.03	1.250	1.578	1.600	89	03/31/2021
9128284G2	0873-19	U.S. Treasury		08/16/2019	1,000,000.00	1,006,250.00	1,002,223.68	2.375	1.558	1.580	104	04/15/2021
912828N89	0883-19	U.S. Treasury		09/13/2019	1,000,000.00	1,000,938.00	999,680.40	1.375	1.747	1.772	30	01/31/2021
912828S27	0887-19	U.S. Treasury		09/13/2019	1,000,000.00	1,005,000.00	997,127.48	1.125	1.695	1.719	180	06/30/2021
912828Y20	0888-19	U.S. Treasury		09/13/2019	1,000,000.00	1,013,438.00	1,004,779.19	2.625	1.688	1.711	195	07/15/2021
9128284S6	0893-19	U.S. Treasury		11/04/2019	6,000,000.00	6,375,000.00	6,169,534.97	2.750	1.519	1.540	880	05/31/2023
9128284W7	0899-19	U.S. Treasury		11/21/2019	1,000,000.00	1,016,094.00	1,006,990.65	2.750	1.578	1.600	226	08/15/2021
912828YC8	0900-19	U.S. Treasury		11/21/2019	1,000,000.00	1,008,906.00	999,332.54	1.500	1.580	1.602	242	08/31/2021
912828T34	0902-19	U.S. Treasury		11/21/2019	1,000,000.00	1,007,656.00	996,574.96	1.125	1.572	1.594	272	09/30/2021
9128285F3	0903-19	U.S. Treasury		11/21/2019	1,000,000.00	1,021,406.00	1,009,821.69	2.875	1.578	1.600	287	10/15/2021
9128285L0	0904-19	U.S. Treasury		11/21/2019	1,500,000.00	1,535,625.00	1,516,499.68	2.875	1.564	1.586	318	11/15/2021
9128283Q1	0909-20	U.S. Treasury		02/20/2020	1,500,000.00	1,500,703.50	1,500,285.87	2.000	1.475	1.496	14	01/15/2021
912828WG1	0910-20	U.S. Treasury		02/20/2020	1,500,000.00	1,510,312.50	1,503,718.75	2.250	1.459	1.480	119	04/30/2021
912828WN6	0911-20	U.S. Treasury		02/20/2020	4,000,000.00	4,030,624.00	4,008,407.73	2.000	1.460	1.481	150	05/31/2021
9128284T4	0912-20	U.S. Treasury		02/20/2020	1,500,000.00	1,516,875.00	1,507,692.57	2.625	1.454	1.474	165	06/15/2021
9128285F3	0918-20	U.S. Treasury		02/20/2020	1,000,000.00	1,021,406.00	1,011,089.72	2.875	1.421	1.441	287	10/15/2021
912828S27	0933-20	U.S. Treasury		05/15/2020	1,500,000.00	1,507,500.00	1,507,416.17	1.125	0.120	0.122	180	06/30/2021
912828W55	0934-20A	U.S. Treasury		05/15/2020	1,000,000.00	1,020,313.00	1,019,858.44	1.875	0.158	0.160	423	02/28/2022
912828W55	0934-20B	U.S. Treasury		05/15/2020	1,500,000.00	1,530,469.50	1,529,787.67	1.875	0.158	0.160	423	02/28/2022
912828ZG8	0937-20A	U.S. Treasury		05/19/2020	1,000,000.00	1,003,125.00	1,002,480.00	0.375	0.173	0.175	454	03/31/2022

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity	Maturity Date
<b>Treasury Coupon Securities</b>												
912828ZG8	0937-20B	U.S. Treasury		05/19/2020	1,500,000.00	1,504,687.50	1,503,720.00	0.375	0.173	0.175	454	03/31/2022
912828WN6	0939-20	U.S. Treasury		09/15/2020	4,000,000.00	4,030,624.00	4,031,232.56	2.000	0.100	0.101	150	05/31/2021
9128287A2	0943-20	U.S. Treasury		09/17/2020	1,500,000.00	1,511,016.00	1,511,136.91	1.625	0.120	0.122	180	06/30/2021
912828ZG8	0946-20	U.S. Treasury		09/17/2020	1,500,000.00	1,504,687.50	1,504,512.77	0.375	0.131	0.133	454	03/31/2022
912828X47	0953-20	U.S. Treasury		10/15/2020	1,000,000.00	1,023,125.00	1,023,111.38	1.875	0.132	0.134	484	04/30/2022
9128287C8	0954-20	U.S. Treasury		10/15/2020	1,500,000.00	1,543,828.50	1,543,746.57	1.750	0.132	0.134	560	07/15/2022
912828ZM5	0957-20	U.S. Treasury		11/16/2020	1,500,000.00	1,500,316.87	1,499,654.80	0.125	0.144	0.146	484	04/30/2022
9128286Y1	0958-20	U.S. Treasury		11/16/2020	1,500,000.00	1,535,157.00	1,534,808.85	1.750	0.148	0.150	530	06/15/2022
912828YA2	0959-20	U.S. Treasury		11/16/2020	1,500,000.00	1,538,968.14	1,538,303.63	1.500	0.154	0.156	591	08/15/2022
912828X47	0963-20	U.S. Treasury		12/08/2020	1,000,000.00	1,025,093.23	1,025,463.19	1.875	0.104	0.105	484	04/30/2022
912828ZR4	0964-20	U.S. Treasury		12/08/2020	1,000,000.00	1,000,183.47	1,000,142.13	0.125	0.115	0.117	515	05/31/2022
9128286Y1	0965-20	U.S. Treasury		12/08/2020	1,000,000.00	1,023,438.00	1,023,658.66	1.750	0.118	0.120	530	06/15/2022
912828ZX1	0966-20	U.S. Treasury		12/08/2020	1,000,000.00	1,000,000.00	1,000,067.05	0.125	0.119	0.121	545	06/30/2022
9128287C8	0967-20	U.S. Treasury		12/15/2020	1,000,000.00	1,032,119.82	1,032,752.42	1.750	0.090	0.091	560	07/15/2022
91282CAC5	0968-20	U.S. Treasury		12/15/2020	1,000,000.00	1,000,865.35	1,000,853.88	0.125	0.099	0.100	576	07/31/2022
91282CAG6	0969-20	U.S. Treasury		12/15/2020	1,500,000.00	1,501,017.03	1,501,005.01	0.125	0.105	0.107	607	08/31/2022
912828YF1	0970-20	U.S. Treasury		12/15/2020	1,500,000.00	1,542,218.58	1,541,245.87	1.500	0.103	0.104	622	09/15/2022
<b>Subtotal and Average</b>			<b>66,711,989.33</b>		<b>68,000,000.00</b>	<b>69,191,331.49</b>	<b>68,471,350.46</b>		<b>1.062</b>	<b>1.077</b>	<b>401</b>	
<b>Treasury Discounts -Amortizing</b>												
9127963T4	0950-20	U.S. Treasury		10/13/2020	1,000,000.00	999,997.00	999,989.88	0.061	0.062	0.062	6	01/07/2021
<b>Subtotal and Average</b>			<b>999,964.59</b>		<b>1,000,000.00</b>	<b>999,997.00</b>	<b>999,989.88</b>		<b>0.062</b>	<b>0.062</b>	<b>6</b>	
<b>Total and Average</b>			<b>166,321,960.27</b>		<b>164,560,621.09</b>	<b>166,245,357.23</b>	<b>165,340,931.52</b>		<b>1.120</b>	<b>1.136</b>	<b>371</b>	

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<b>Certificates of Deposit</b>												
13017497	13017497	BT	1,000,000.00	2.490	02/15/2021	04/16/2019	2.456	2.490	02/15 - At Maturity		1,000,000.00	1,000,000.00
13444568	13444568	BT	1,000,000.00	2.490	02/26/2021	04/16/2019	2.456	2.490	02/26 - At Maturity		1,000,000.00	1,000,000.00
13487203	13487203	BT	1,000,000.00	1.670	07/30/2021	10/15/2019	1.647	1.670	07/30 - At Maturity		1,000,000.00	1,000,000.00
13716374	13716374	BT	2,500,000.00	1.690	06/01/2021	10/15/2019	1.667	1.690	06/01 - At Maturity		2,500,000.00	2,500,000.00
13945546	13945546	BT	1,000,000.00	1.720	01/29/2021	10/15/2019	1.696	1.720	01/29 - At Maturity		1,000,000.00	1,000,000.00
50941	50941	FN	1,000,000.00	1.690	08/13/2021	10/16/2019	1.667	1.690	08/13 - At Maturity		1,000,000.00	1,000,000.00
50942	50942	FN	1,500,000.00	1.690	12/15/2021	10/16/2019	1.667	1.690	12/15 - At Maturity		1,500,000.00	1,500,000.00
50971	50971	FN	1,000,000.00	1.590	01/30/2021	11/21/2019	1.568	1.590	01/30 - At Maturity		1,000,000.00	1,000,000.00
50972	50972	FN	1,000,000.00	1.590	07/30/2021	11/21/2019	1.568	1.590	07/30 - At Maturity		1,000,000.00	1,000,000.00
144303455	144303455	GWB	4,000,000.00	2.660	06/01/2022	04/16/2019	2.624	2.660	06/01 - At Maturity		4,000,000.00	4,000,000.00
433071437	433071437	USB	4,000,000.00	2.700	06/01/2021	04/24/2018	2.663	2.700	06/01 - 12/01		4,000,000.00	4,000,000.00
433071659	433071659	USB	6,000,000.00	2.990	06/01/2022	05/24/2018	2.949	2.990	06/01 - 12/01		6,000,000.00	6,000,000.00
795014295	795014295	USB	3,000,000.00	1.710	06/01/2022	10/16/2019	1.687	1.710	12/01 - 06/01		3,000,000.00	3,000,000.00
795014296	795014296	USB	5,000,000.00	1.780	06/01/2023	10/16/2019	1.756	1.780	12/01 - 06/01		5,000,000.00	5,000,000.00
<b>Certificates of Deposit Totals</b>			<b>33,000,000.00</b>				<b>2.194</b>	<b>2.225</b>		<b>0.00</b>	<b>33,000,000.00</b>	<b>33,000,000.00</b>
<b>Money Market</b>												
SYS4531558874B	4531558874B	GWB	292,522.66	0.300			0.296	0.300	08/01 - Monthly		292,522.66	292,522.66
<b>Money Market Totals</b>			<b>292,522.66</b>				<b>0.296</b>	<b>0.300</b>		<b>0.00</b>	<b>292,522.66</b>	<b>292,522.66</b>
<b>Passbook/Checking Accounts</b>												
SYS6952311634B	6952311634B	WF	133,098.43	0.150			0.148	0.150	08/01 - Monthly		133,098.43	133,098.43
<b>Passbook/Checking Accounts Totals</b>			<b>133,098.43</b>				<b>0.148</b>	<b>0.150</b>		<b>0.00</b>	<b>133,098.43</b>	<b>133,098.43</b>
<b>Commercial Paper Disc. -Amortizing</b>												
06945LQ27	0942-20	BARCAP	1,500,000.00	0.210	03/02/2021	09/17/2020	0.210	0.213	03/02 - At Maturity		1,498,547.51	1,499,475.00
62479LSQ9	0938-20A	BTMUFJ	1,000,000.00	0.200	05/24/2021	08/31/2020	0.202	0.205	05/24 - At Maturity		998,522.22	999,205.55
62479LSQ9	0938-20B	BTMUFJ	1,000,000.00	0.200	05/24/2021	08/31/2020	0.202	0.205	05/24 - At Maturity		998,522.22	999,205.55
62479LSQ9	0938-20C	BTMUFJ	1,000,000.00	0.200	05/24/2021	08/31/2020	0.202	0.205	05/24 - At Maturity		998,522.23	999,205.56
53948AU17	0948-20A	LBCMNY	1,000,000.00	0.230	07/01/2021	10/13/2020	0.233	0.237	07/01 - At Maturity		998,332.50	998,843.61
53948AU17	0948-20B	LBCMNY	1,000,000.00	0.230	07/01/2021	10/13/2020	0.233	0.237	07/01 - At Maturity		998,332.50	998,843.61
53948AU17	0948-20C	LBCMNY	1,000,000.00	0.230	07/01/2021	10/13/2020	0.233	0.237	07/01 - At Maturity		998,332.50	998,843.61
53948AU17	0951-20	LBCMNY	1,500,000.00	0.220	07/01/2021	10/15/2020	0.223	0.226	07/01 - At Maturity		1,497,625.83	1,498,340.83
<b>Commercial Paper Disc. -Amortizing Totals</b>			<b>9,000,000.00</b>				<b>0.217</b>	<b>0.220</b>		<b>0.00</b>	<b>8,986,737.51</b>	<b>8,991,963.32</b>

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<b>Federal Agency Coupon Securities</b>												
31422B3F5	0962-20	FAMCA	1,000,000.00	0.600	11/20/2025	11/20/2020	0.592	0.600	05/20 - 11/20		1,000,000.00	1,000,000.00
3133EKJP2	0874-19	FFCB	1,000,000.00	2.400	04/29/2021	08/16/2019	1.568	1.590	10/29 - 04/29	Received	1,013,550.00	1,002,608.32
3133EKJP2	0886-19	FFCB	1,500,000.00	2.400	04/29/2021	09/13/2019	1.697	1.721	10/29 - 04/29	Received	1,516,275.00	1,503,277.22
3133EJ74	0913-20	FFCB	1,000,000.00	3.050	11/15/2021	02/20/2020	1.435	1.455	05/15 - 11/15	Received	1,027,232.64	1,013,681.68
3133EGL60	0914-20	FFCB	1,000,000.00	1.760	11/29/2021	02/20/2020	1.450	1.470	05/29 - 11/29	Received	1,005,054.61	1,002,594.54
3133ELFR0	0916-20	FFCB	1,000,000.00	1.625	12/27/2021	02/20/2020	1.438	1.458	06/27 - 12/27	Received	1,003,040.00	1,001,622.55
3133ELTP9	0925-20	FFCB	1,500,000.00	0.500	06/16/2021	04/15/2020	0.296	0.300	06/16 - 12/16	Received	1,503,499.89	1,501,371.69
3133ELTN4	0930-20	FFCB	1,500,000.00	0.530	01/18/2022	04/15/2020	0.355	0.360	07/18 - 01/18	Received	1,504,479.00	1,502,667.59
3133EL6P4	0945-20	FFCB	1,500,000.00	0.140	12/09/2021	09/17/2020	0.138	0.140	12/09 - 06/09	Received	1,500,000.00	1,500,000.00
3133EMCJ9	0952-20A	FFCB	2,000,000.00	0.140	04/08/2022	10/15/2020	0.151	0.154	04/08 - 10/08	54.44	1,999,600.00	1,999,711.48
3133EMCJ9	0952-20B	FFCB	3,000,000.00	0.140	04/08/2022	10/15/2020	0.151	0.154	04/08 - 10/08	81.67	2,999,400.00	2,999,567.22
3130AABG2	0791-17	FHLB	1,135,000.00	1.875	11/29/2021	10/13/2017	1.830	1.856	11/29 - 05/29	Received	1,135,851.25	1,135,187.89
3132X0MT5	0859-19	FHLB	1,000,000.00	2.000	01/15/2021	03/08/2019	2.489	2.523	07/15 - 01/15	Received	990,570.00	999,802.07
313382K69	0871-19A	FHLB	1,000,000.00	1.750	03/12/2021	08/16/2019	1.598	1.620	09/12 - 03/12	Received	1,002,000.00	1,000,250.88
313382K69	0871-19B	FHLB	1,000,000.00	1.750	03/12/2021	08/16/2019	1.598	1.620	09/12 - 03/12	Received	1,002,000.00	1,000,250.88
313379RB7	0877-19	FHLB	1,000,000.00	1.875	06/11/2021	08/16/2019	1.523	1.544	12/11 - 06/11	Received	1,005,900.00	1,001,441.22
3130A1W95	0884-19	FHLB	2,000,000.00	2.250	06/11/2021	09/13/2019	1.710	1.734	12/11 - 06/11	Received	2,017,633.56	2,004,492.63
313378JP7	0901-19	FHLB	1,000,000.00	2.375	09/10/2021	11/21/2019	1.582	1.604	03/10 - 09/10	Received	1,013,640.00	1,005,233.22
313376C94	0905-19	FHLB	1,500,000.00	2.625	12/10/2021	11/21/2019	1.579	1.601	12/10 - 06/10	Received	1,530,885.00	1,514,167.81
313376C94	0915-20	FHLB	1,000,000.00	2.625	12/10/2021	02/20/2020	1.455	1.475	06/10 - 12/10	Received	1,020,404.19	1,010,641.57
313376Y74	0931-20A	FHLB	1,500,000.00	2.280	02/08/2022	04/15/2020	0.397	0.402	08/08 - 02/08	Received	1,550,850.00	1,530,914.93
313376Y74	0931-20B	FHLB	1,000,000.00	2.280	02/08/2022	04/15/2020	0.397	0.402	08/08 - 02/08	Received	1,033,900.00	1,020,609.95
313378CR0	0935-20A	FHLB	1,000,000.00	2.250	03/11/2022	05/15/2020	0.201	0.204	09/11 - 03/11	Received	1,037,200.00	1,024,384.15
313378CR0	0935-20B	FHLB	1,500,000.00	2.250	03/11/2022	05/15/2020	0.201	0.204	09/11 - 03/11	Received	1,555,800.00	1,536,576.22
3130AK5A0	0944-20	FHLB	1,500,000.00	0.125	09/10/2021	09/17/2020	0.126	0.128	03/10 - 09/10	36.46	1,499,962.50	1,500,010.01
3130AEBM1	0947-20	FHLB	1,500,000.00	2.750	06/10/2022	09/17/2020	0.132	0.134	12/10 - 06/10	Received	1,567,800.00	1,556,481.86
3130AKCB0	0949-20A	FHLB	1,000,000.00	0.125	10/13/2021	10/13/2020	0.128	0.130	04/13 - 10/13		999,950.05	999,960.87
3130AKCB0	0949-20B	FHLB	2,000,000.00	0.125	10/13/2021	10/13/2020	0.128	0.130	04/13 - 10/13		1,999,900.10	1,999,921.74
3130AKD86	0956-20	FHLB	1,500,000.00	0.125	10/19/2021	10/20/2020	0.123	0.125	04/19 - 10/19	5.21	1,500,000.00	1,500,005.21
3134G45K0	0876-19	FHLMC	1,000,000.00	1.800	05/28/2021	08/16/2019	1.550	1.571	11/28 - 05/28	Received	1,004,000.00	1,000,915.89
3137EADB2	0917-20	FHLMC	1,000,000.00	2.375	01/13/2022	02/20/2020	1.420	1.440	07/13 - 01/13	Received	1,017,430.11	1,009,493.41
3137EADB2	0929-20A	FHLMC	1,500,000.00	2.375	01/13/2022	04/15/2020	0.355	0.360	07/13 - 01/13	Received	1,552,500.00	1,531,098.73
3137EADB2	0929-20B	FHLMC	1,000,000.00	2.375	01/13/2022	04/15/2020	0.355	0.360	07/13 - 01/13	Received	1,035,000.00	1,020,732.48
3137EAET2	0955-20	FHLMC	1,500,000.00	0.125	07/25/2022	10/15/2020	0.090	0.091	01/25 - 07/25	427.08	1,500,900.00	1,501,220.20
3134GXBD5	0960-20	FHLMC	1,000,000.00	0.360	05/15/2024	11/20/2020	0.355	0.360	05/15 - 11/15	80.00	1,000,000.00	1,000,080.00

**Investments FY 2020-2021**  
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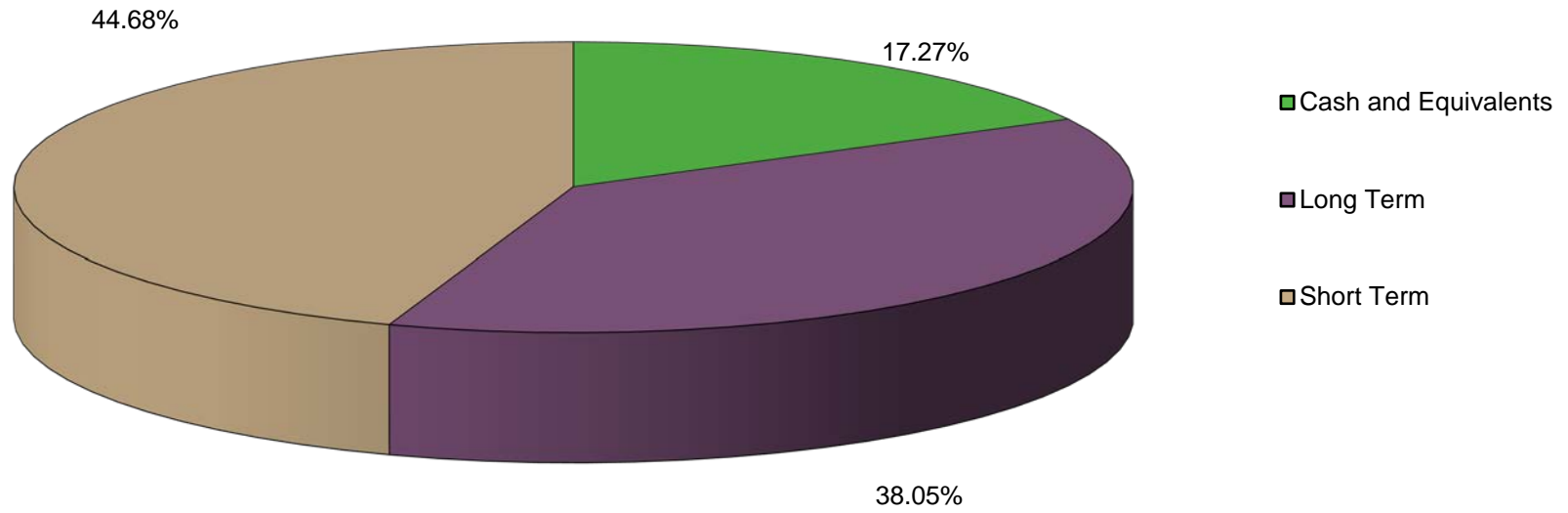
CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase Date	YTM 360	YTM 365	Payment Dates	Accrued Interest At Purchase	Current Principal	Book Value
<b>Federal Agency Coupon Securities</b>												
3134GWCX5	0961-20	FHLMC	1,000,000.00	0.350	03/29/2024	11/20/2020	0.345	0.350	03/29 - 09/29	495.83	1,000,000.00	1,000,495.83
3135G0N82	0927-20	FNMA	1,500,000.00	1.250	08/17/2021	04/15/2020	0.237	0.240	08/17 - 02/17	Received	1,520,235.00	1,509,487.78
3135G0Q89	0928-20	FNMA	1,500,000.00	1.375	10/07/2021	04/15/2020	0.314	0.319	10/07 - 04/07	Received	1,523,340.00	1,512,108.72
<b>Federal Agency Coupon Securities Totals</b>			<b>50,135,000.00</b>				<b>0.738</b>	<b>0.748</b>		<b>1,180.69</b>	<b>50,689,782.90</b>	<b>50,453,068.44</b>
<b>Federal Agency Disc. -Amortizing</b>												
313385BU9	0923-20	FHLB	1,500,000.00	0.260	02/12/2021	04/15/2020	0.264	0.268	02/12 - At Maturity		1,496,717.51	1,499,545.00
313385CJ3	0924-20	FHLB	1,500,000.00	0.260	02/26/2021	04/15/2020	0.264	0.268	02/26 - At Maturity		1,496,565.84	1,499,393.33
<b>Federal Agency Disc. -Amortizing Totals</b>			<b>3,000,000.00</b>				<b>0.264</b>	<b>0.268</b>		<b>0.00</b>	<b>2,993,283.35</b>	<b>2,998,938.33</b>
<b>Treasury Coupon Securities</b>												
912828R77	0769-17	US TRE	2,000,000.00	1.375	05/31/2021	04/20/2017	1.605	1.627	05/31 - 11/30	Received	1,980,000.00	1,998,002.66
912828XD7	0835-18	US TRE	2,500,000.00	1.875	05/31/2022	10/15/2018	2.923	2.963	11/30 - 05/31	Received	2,407,100.00	2,463,864.43
912828XR6	0836-18	US TRE	2,500,000.00	1.750	05/31/2022	10/15/2018	2.923	2.964	11/30 - 05/31	Received	2,396,362.13	2,459,687.69
912828R69	0860-19	US TRE	3,000,000.00	1.625	05/31/2023	03/08/2019	2.426	2.459	05/31 - 11/30	Received	2,899,980.00	2,943,030.68
9128283Q1	0870-19	US TRE	1,000,000.00	2.000	01/15/2021	08/16/2019	1.593	1.615	01/15 - 07/15	Received	1,005,350.00	1,000,144.59
912828Q37	0872-19A	US TRE	1,500,000.00	1.250	03/31/2021	08/16/2019	1.578	1.600	09/30 - 03/31	Received	1,491,615.00	1,498,741.54
912828Q37	0872-19B	US TRE	1,000,000.00	1.250	03/31/2021	08/16/2019	1.578	1.600	09/30 - 03/31	Received	994,410.00	999,161.03
9128284G2	0873-19	US TRE	1,000,000.00	2.375	04/15/2021	08/16/2019	1.558	1.580	10/15 - 04/15	Received	1,013,000.00	1,002,223.68
912828N89	0883-19	US TRE	1,000,000.00	1.375	01/31/2021	09/13/2019	1.747	1.772	01/31 - 07/31	Received	994,609.38	999,680.40
912828S27	0887-19	US TRE	1,000,000.00	1.125	06/30/2021	09/13/2019	1.695	1.719	12/31 - 06/30	Received	989,531.25	997,127.48
912828Y20	0888-19	US TRE	1,000,000.00	2.625	07/15/2021	09/13/2019	1.688	1.711	01/15 - 07/15	Received	1,016,445.31	1,004,779.19
9128284S6	0893-19	US TRE	6,000,000.00	2.750	05/31/2023	11/04/2019	1.519	1.540	11/30 - 05/31	Received	6,251,220.00	6,169,534.97
9128284W7	0899-19	US TRE	1,000,000.00	2.750	08/15/2021	11/21/2019	1.578	1.600	02/15 - 08/15	Received	1,019,580.00	1,006,990.65
912828YC8	0900-19	US TRE	1,000,000.00	1.500	08/31/2021	11/21/2019	1.580	1.602	02/29 - 08/31	Received	998,210.00	999,332.54
912828T34	0902-19	US TRE	1,000,000.00	1.125	09/30/2021	11/21/2019	1.572	1.594	03/31 - 09/30	Received	991,450.00	996,574.96
9128285F3	0903-19	US TRE	1,000,000.00	2.875	10/15/2021	11/21/2019	1.578	1.600	04/15 - 10/15	Received	1,023,750.00	1,009,821.69
9128285L0	0904-19	US TRE	1,500,000.00	2.875	11/15/2021	11/21/2019	1.564	1.586	05/15 - 11/15	Received	1,537,617.19	1,516,499.68
9128283Q1	0909-20	US TRE	1,500,000.00	2.000	01/15/2021	02/20/2020	1.475	1.496	07/15 - 01/15	Received	1,506,738.28	1,500,285.87
912828WG1	0910-20	US TRE	1,500,000.00	2.250	04/30/2021	02/20/2020	1.459	1.480	04/30 - 10/31	Received	1,513,593.75	1,503,718.75
912828WN6	0911-20	US TRE	4,000,000.00	2.000	05/31/2021	02/20/2020	1.460	1.481	05/31 - 11/30	Received	4,026,120.00	4,008,407.73
9128284T4	0912-20	US TRE	1,500,000.00	2.625	06/15/2021	02/20/2020	1.454	1.474	06/15 - 12/15	Received	1,522,425.00	1,507,692.57
9128285F3	0918-20	US TRE	1,000,000.00	2.875	10/15/2021	02/20/2020	1.421	1.441	04/15 - 10/15	Received	1,023,300.00	1,011,089.72
912828S27	0933-20	US TRE	1,500,000.00	1.125	06/30/2021	05/15/2020	0.120	0.122	06/30 - 12/31	Received	1,516,933.59	1,507,416.17
912828W55	0934-20A	US TRE	1,000,000.00	1.875	02/28/2022	05/15/2020	0.158	0.160	08/31 - 02/28	Received	1,030,703.12	1,019,858.44

**Investments FY 2020-2021  
Portfolio Management  
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December 31, 2020**

CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase Date	YTM 360	YTM 365	Payment Dates	Accrued Interest At Purchase	Current Principal	Book Value
<b>Treasury Coupon Securities</b>												
912828W55	0934-20B	US TRE	1,500,000.00	1.875	02/28/2022	05/15/2020	0.158	0.160	08/31 - 02/28	Received	1,546,054.69	1,529,787.67
912828ZG8	0937-20A	US TRE	1,000,000.00	0.375	03/31/2022	05/19/2020	0.173	0.175	09/30 - 03/31	Received	1,003,720.00	1,002,480.00
912828ZG8	0937-20B	US TRE	1,500,000.00	0.375	03/31/2022	05/19/2020	0.173	0.175	09/30 - 03/31	Received	1,505,580.00	1,503,720.00
912828WN6	0939-20	US TRE	4,000,000.00	2.000	05/31/2021	09/15/2020	0.100	0.101	11/30 - 05/31	Received	4,053,720.00	4,031,232.56
9128287A2	0943-20	US TRE	1,500,000.00	1.625	06/30/2021	09/17/2020	0.120	0.122	12/31 - 06/30	Received	1,517,695.31	1,511,136.91
912828ZG8	0946-20	US TRE	1,500,000.00	0.375	03/31/2022	09/17/2020	0.131	0.133	09/30 - 03/31	Received	1,505,566.41	1,504,512.77
912828X47	0953-20	US TRE	1,000,000.00	1.875	04/30/2022	10/15/2020	0.132	0.134	10/31 - 04/30	Received	1,026,835.94	1,023,111.38
9128287C8	0954-20	US TRE	1,500,000.00	1.750	07/15/2022	10/15/2020	0.132	0.134	01/15 - 07/15	6,562.50	1,542,363.28	1,543,746.57
912828ZM5	0957-20	US TRE	1,500,000.00	0.125	04/30/2022	11/16/2020	0.144	0.146	04/30 - 10/31	82.87	1,499,531.25	1,499,654.80
9128286Y1	0958-20	US TRE	1,500,000.00	1.750	06/15/2022	11/16/2020	0.148	0.150	12/15 - 06/15	Received	1,537,830.00	1,534,808.85
912828YA2	0959-20	US TRE	1,500,000.00	1.500	08/15/2022	11/16/2020	0.154	0.156	02/15 - 08/15	5,686.14	1,535,156.25	1,538,303.63
912828X47	0963-20	US TRE	1,000,000.00	1.875	04/30/2022	12/08/2020	0.104	0.105	04/30 - 10/31	1,968.23	1,024,660.00	1,025,463.19
912828ZR4	0964-20	US TRE	1,000,000.00	0.125	05/31/2022	12/08/2020	0.115	0.117	05/31 - 11/30	27.47	1,000,120.00	1,000,142.13
9128286Y1	0965-20	US TRE	1,000,000.00	1.750	06/15/2022	12/08/2020	0.118	0.120	12/15 - 06/15	Received	1,024,730.00	1,023,658.66
912828ZX1	0966-20	US TRE	1,000,000.00	0.125	06/30/2022	12/08/2020	0.119	0.121	12/31 - 06/30	Received	1,000,070.00	1,000,067.05
9128287C8	0967-20	US TRE	1,000,000.00	1.750	07/15/2022	12/15/2020	0.090	0.091	01/15 - 07/15	7,275.82	1,026,250.00	1,032,752.42
91282CAC5	0968-20	US TRE	1,000,000.00	0.125	07/31/2022	12/15/2020	0.099	0.100	01/31 - 07/31	465.35	1,000,400.00	1,000,853.88
91282CAG6	0969-20	US TRE	1,500,000.00	0.125	08/31/2022	12/15/2020	0.105	0.107	02/28 - 08/31	549.03	1,500,468.75	1,501,005.01
912828YF1	0970-20	US TRE	1,500,000.00	1.500	09/15/2022	12/15/2020	0.103	0.104	03/15 - 09/15	5,656.08	1,536,562.50	1,541,245.87
<b>Treasury Coupon Securities Totals</b>			<b>68,000,000.00</b>				<b>1.062</b>	<b>1.077</b>		<b>28,273.49</b>	<b>68,537,358.38</b>	<b>68,471,350.46</b>
<b>Treasury Discounts -Amortizing</b>												
9127963T4	0950-20	US TRE	1,000,000.00	0.061	01/07/2021	10/13/2020	0.062	0.062	01/07 - At Maturity		999,855.00	999,989.88
<b>Treasury Discounts -Amortizing Totals</b>			<b>1,000,000.00</b>				<b>0.062</b>	<b>0.062</b>		<b>0.00</b>	<b>999,855.00</b>	<b>999,989.88</b>
<b>Investment Totals</b>			<b>164,560,621.09</b>				<b>1.120</b>	<b>1.136</b>		<b>29,454.18</b>	<b>165,632,638.23</b>	<b>165,340,931.52</b>

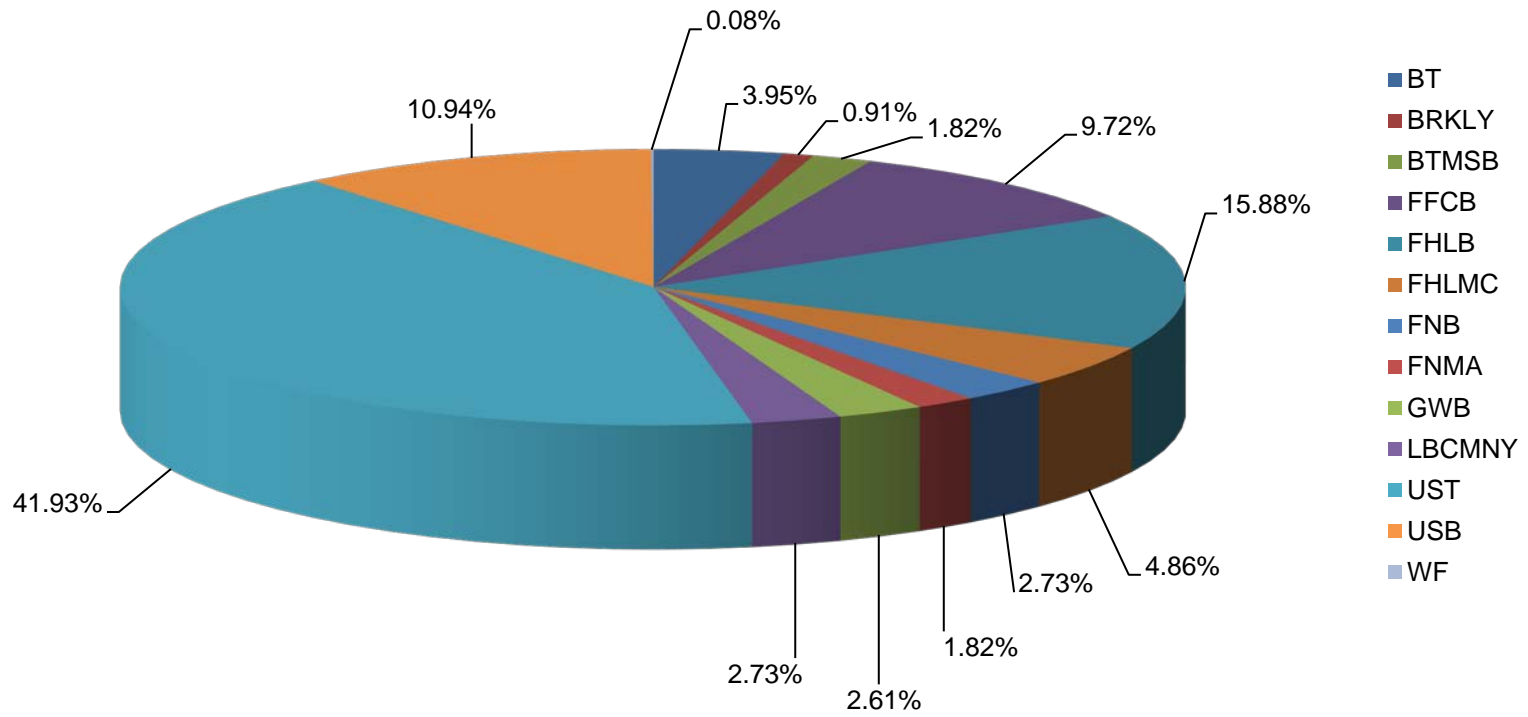


### Portfolio by Asset Class



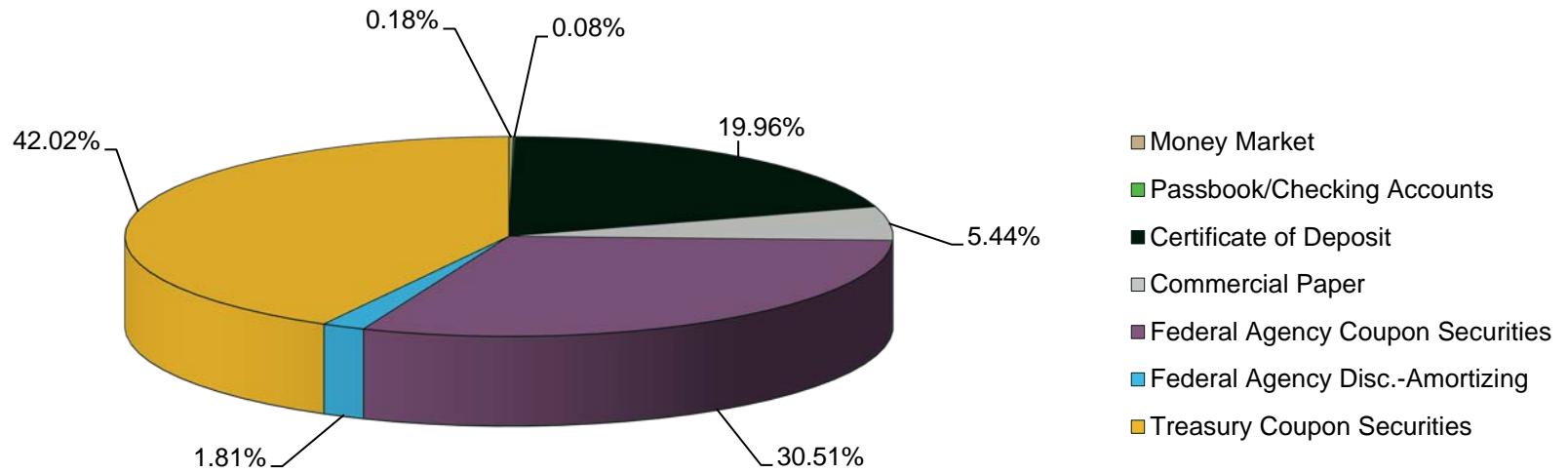
For Quarter Ending December 31, 2020

### Par Value by Issuer Graph



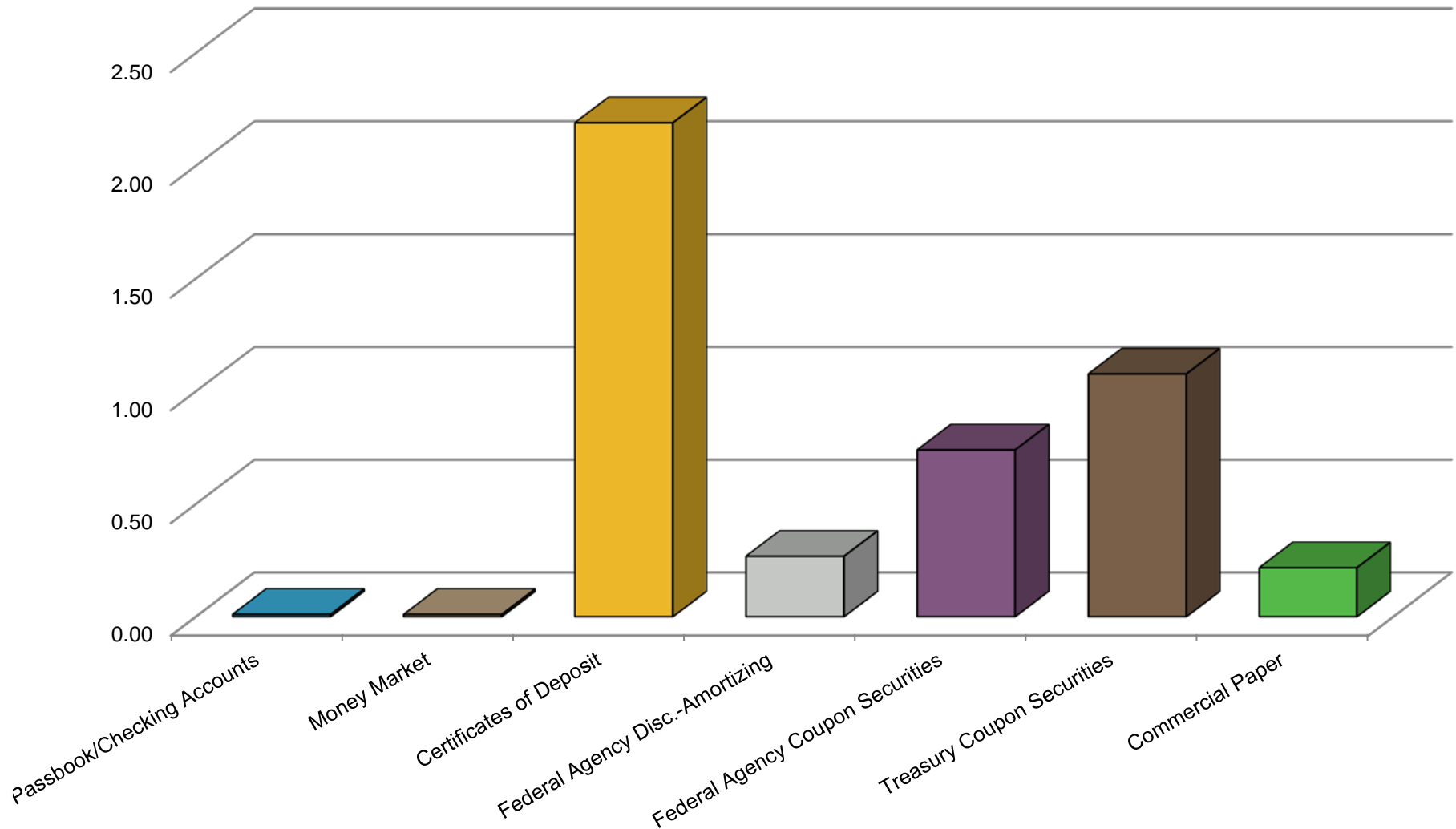
For Quarter Ending December 31, 2020

### Book Value By Investment Type



For Quarter Ending December 31, 2020

## Investment Yield by Type



For Quarter Ending December 31, 2020

**COUNCIL ACTION FORM**

**SUBJECT: REQUEST FROM AMES TOWN AND GOWN CHAMBER MUSIC ASSOCIATION TO AMEND AND EXTEND 2021 COTA SPRING SPECIAL PROJECT GRANT CONTRACT**

**BACKGROUND:**

The Commission on the Arts (COTA) provides funding for arts organizations to conduct special projects through two grant processes each year. For the period between January 1 and June 30, 2021, Ames Town and Gown Chamber Music Association was awarded a contract in the amount of \$570 to support a lecture on the music of Beethoven.

On December 29, Ames Town and Gown notified City staff that due to the COVID-19 pandemic, the Ames Town and Gown board has elected to not hold events during the remainder of the 2020-21 season. The organization still plans to hold an outreach event sometime in the time period between July 2021 and June 2022. In addition, it is likely that the event will not focus on Beethoven as originally planned. **These revisions to the planned event are both outside the scope and the expiration date listed in the contract, and therefore, Ames Town and Gown would forfeit the funding awarded to this project without action from the City Council.**

On January 4, COTA reviewed Ames Town and Gown's request and recommended that the City Council authorize an extension of the contract to allow the funding to be accessed by the organization. COTA was also supportive of expanding the possible use of the funds beyond Beethoven specifically, to allow the organization to access its funds.

**An amendment to the contract has been prepared and signed by the organization. In order to accomplish the request, the approved funding must be carried over from the current FY 2020/21 fiscal year into FY 2021/22.**

**ALTERNATIVES:**

1. A. Approve an amendment to Ames Town and Gown Chamber Music Association's Spring 2021 Special Project Grant for the lecture event, expanding the potential use of the contract funds, and changing the contract term to July 1, 2021 through June 30, 2022.  
  
B. Approve a carryover in the amount of \$570 from the current FY 2020/21 Budget to FY 2021/22 for this activity.
2. Do not approve the request and allow the contract to expire on June 30, 2021, without funds being drawn down.

**CITY MANAGER'S RECOMMENDED ACTION:**

Ames Town and Gown has requested a change in its COTA Special Project Grant to allow for a different lecture event to take place next fiscal year. Approving the contract amendment allows the organization to access the approved funding. COTA has discussed this situation and recommends the approval of the request.

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

**AMENDMENT TO**

**CONTRACT FOR ARTS FUNDING**

THIS AMENDMENT, made and entered into \_\_\_\_\_, 2021, to an Agreement 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 **Ames Town and Gown Chamber Music Association** (hereinafter called "Provider"); for funding of said Provider up to and including **\$570.00**;

WITNESSETHS THAT:

WHEREAS, the City of Ames has, by its City Council acting in open and regular session, and through the Commission on the Arts, entered into an Agreement with the Provider for the purpose of presenting a public lecture on the music of Beethoven; and

WHEREAS, the duration of the Agreement for these services is from January 1, 2021 through June 30, 2021; and

WHEREAS, Provider has requested a modification of the scope of services and an extension of the term of the Agreement due to the COVID-19 pandemic;

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

**I: AMENDMENT TO SCOPE OF SERVICES**

Article II (Scope of Services). Of the Agreement is hereby superseded by the following paragraph:

The provider shall use the funds for the following activities:

Present a public lecture on piano music.

**II: AMENDMENT TO DURATION**

Article VI (Duration), of the Agreement is hereby superseded by the following paragraph:

This Agreement shall be in full force and effect from and after July 1, 2021 through June 30, 2022, or, until terminated by resolution of the City Council of the City of Ames, Iowa. The City Council may terminate this Agreement prior to June 30, 2022, 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, no further disbursement under this

Agreement shall be made by the City. Any money disbursed to the Provider and unencumbered or unspent as of the effective date of termination, shall be repaid to the City.

**III: REMAINING TERMS OF AGREEMENT**

The remaining terms of the Agreement shall remain in full force and effect.

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

**CITY OF AMES, IOWA**

ATTEST:

BY \_\_\_\_\_  
John Haila, Mayor

\_\_\_\_\_  
Diane Voss, City Clerk

**Ames Town and Gown Chamber Music Association**

BY \_\_\_\_\_  
Authorized Representative

Print Name:

\_\_\_\_\_



**COUNCIL ACTION FORM**

**SUBJECT: REQUEST TO MODIFY FY 2020/21 ASSET CONTRACT WITH HEARTLAND SENIOR SERVICES DUE TO COVID-19**

**BACKGROUND:**

Heartland Senior Services (HSS) is requesting the City to modify its FY 2020/21 ASSET contract allocation by redirecting \$25,134 from Congregate Meals to Home Delivered Meals. HSS closed the Congregate Meal site in Ames last March due to the COVID-19 pandemic and doesn't anticipate reopening until fall 2021. In the meantime, HSS has seen a 60% increase in meals per day going from 125 meals to 200 meals. Many of the clients who typically attended the Congregate Meal site opted to receive Home Delivered Meals in order to maintain health and safety, yet still meet their nutritional needs. Additionally, HSS has exhausted their FY 2020/21 City allocation for Home Delivered Meals.

The revised allocations appear in the table below:

<b>Service</b>	<b>Original Allocation</b>	<b>Change</b>	<b>Revised Allocation</b>
Congregate Meals	\$25,134	-\$25,134	\$ 0
Home Delivered Meals	\$15,690	+\$25,134	\$40,824
<b>TOTAL</b>	<b>\$40,824</b>	<b>0</b>	<b>\$40,824</b>

**ALTERNATIVES:**

1. Approve the request to modify the City's FY 2020/21 ASSET allocation by redirecting \$25,134 from Congregate Meals to Home Delivered Meals.
2. Do not approve the request.

**CITY MANAGER'S RECOMMENDED ACTION:**

During the COVID-19 pandemic, HSS has proactively adjusted their nutrition services by closing the Congregate Meal site and meeting the demand for Home Delivered Meals. The re-allocation of City funding will provide needed support for these efforts as the pandemic continues.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the request to modify the City's FY 2020/21 contract with Heartland Senior Services as described above.

January 19, 2021

Honorable Mayor John Haila and City Council Members:

On behalf of our Board of Directors, I respectfully request that the City transfer \$25,134 in FY20/21 ASSET funding from Congregate Meals to Meals on Wheels.

This request is being made in response to the pandemic. Specifically, since mid-March 2020 Meals on Wheels has increased from approximately 125 to 200 meals per day (60% increase). The majority of seniors that were attending Congregate Meals started receiving Meals on Wheels almost immediately upon us closing our building last spring.

Moreover, since we serve the most vulnerable population related to the pandemic, we do not anticipate reopening our building for Congregate Meals until perhaps the fall of 2021 (FY21/22).

Thank you for considering this request. If you need additional information, please contact me.

Sincerely,

*Nancy*

Nancy Carroll  
Executive Director

*HSS Mission: Heartland Senior Services of Story County offers life-enriching opportunities for older adults and provides support for their families and caregivers.*

**COUNCIL ACTION FORM**

**SUBJECT: AMES MAIN STREET REQUESTS FOR MUSIC WALK**

**BACKGROUND:**

Ames Main Street (AMS) is planning to host its annual Music Walk event on Thursday, April 29 from 5:00 p.m. to 8:00 p.m. In addition to the traditional arrangements for Music Walk, AMS will be working with Downtown food establishments to set up outdoor seating areas inside metered parking stalls adjacent to the establishments. AMS staff has made the following requests of the City Council to help facilitate the Music Walk festivities on April 29:

- Blanket Temporary Obstruction Permit for the Central Business District sidewalks and Blanket Vending License for the Central Business District from 3:00 p.m. to 9:00 p.m.
- Waiver of fee for Blanket Vending License (\$50 loss to City Clerk's Office)
- Use of City-owned electrical outlets and waiver of costs from 3:00 to 9:00 p.m. (approximately \$5 loss to Electric Fund)

Ames Main Street is also requesting a closure of 10 metered parking spaces in the Downtown from 3:00 p.m. to 9:00 p.m. to provide space for vendors, and to waive parking meter fees and enforcement (Loss of \$12.50 to Parking Fund). The Council's policy regarding parking waivers is to consider requests such as this one on a case-by-case basis, as opposed to requiring reimbursement for lost parking revenue. Lost parking revenue is only required to be reimbursed under this policy when the parking waiver is District-wide.

**City staff has not evaluated this event against the COVID-19 criteria that were used throughout most of 2020 to evaluate special events. It may be difficult to do so, given the uncertainty about the state of public health measures several months from now. If the City Council feels a review should happen as the event approaches, the City Council could at that time direct staff to place it on an agenda to be modified or canceled.**

**ALTERNATIVES:**

1. Approve the Music Walk requests as submitted by AMS.
2. Approve the Music Walk requests as submitted by AMS, but require reimbursement for the parking meter fees, Vending License fee, and electricity use fee.
3. Do not approve the requests.

**CITY MANAGER'S RECOMMENDED ACTION:**

This event provides Ames residents with another opportunity to enjoy family-oriented outdoor activities. Because of the City Council's goal of strengthening Downtown, this type of special event should be facilitated.

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



December 28, 2020

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

Dear Mayor Haila and Members of the Ames City Council,

Ames Main Street is planning to hold the annual Ames Main Street Music Walk event on April 29, 2021.

Specific information about the event can be found on the included Special Event Application. We would also request a blanket Temporary Obstruction Permit, and a waiver of fees for the Blanket Vending Permit, electricity, and the 10 requested parking spaces.

By bringing residents to Downtown Ames for attractions such as this, Ames Main Street is able to fulfill its mission as a Main Street Iowa community and create an economically vibrant downtown with unique living, dining, and entertainment experiences.

Thank you for your consideration of this request and continued support of Ames Main Street. We look forward to seeing you shopping in Downtown Ames!

Sincerely,

A handwritten signature in blue ink that reads "John Hall". The signature is written in a cursive style with a blue ink pen.

John Hall  
Executive Director  
Ames Main Street



## CONTACTS

Sponsor/Applicant Name

Address

City  State  Zip Code

Daytime Phone  Cell Phone

E-mail

Alternate Contact Name

Daytime Phone  Cell Phone

E-mail

## ATTENDANCE

Anticipated Daily Attendance

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:

Percentage of net proceeds going towards fundraising  %

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

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



**COUNCIL ACTION FORM**

**SUBJECT: AMES MAIN STREET REQUESTS FOR ART WALK**

**BACKGROUND:**

Ames Main Street (AMS) is planning to host its annual Art Walk on Thursday, June 3 from 5:00 p.m. to 8:00 p.m. Art Walk showcases downtown businesses and community artists. In order to facilitate this event, AMS has requested approval for the following:

- Blanket Temporary Obstruction Permit for the Central Business District from 1:00 p.m. to 9:00 p.m.
- Blanket Vending License for the Central Business District from 5:00 p.m. to 8:00 p.m. and waiver of fee (\$50 loss to City Clerk's Office)
- Use of electricity in Tom Evans Plaza and use of the Plaza for live music and waiver of fees for electricity.
- Closure of Kellogg, from Main Street to Fifth Street from 3:00 p.m. to 8:30 p.m.

Ames Main Street is also requesting a closure of 10 metered parking spaces in the Downtown from 1:00 p.m. to 9:00 p.m. to provide space for vendors, and to waive parking meter fees and enforcement (Loss of \$12.50 to Parking Fund). The Council's policy regarding parking waivers is to consider requests such as this one on a case-by-case basis, as opposed to requiring reimbursement for lost parking revenue. Lost parking revenue is only required to be reimbursed under this policy when the parking waiver is District-wide.

**City staff has not evaluated this event against the COVID-19 criteria that were used throughout most of 2020 to evaluate special events. It may be difficult to do so, given the uncertainty about the state of public health measures several months from now. If the City Council feels a review should happen as the event approaches, the City Council could at that time direct staff to place it on an agenda to be modified or canceled.**

**ALTERNATIVES:**

1. Approve the requests for Art Walk, including the waiver of fees.
2. Approve the requests for Art Walk, but require reimbursement for lost parking revenue and for the blanket Vending License.
3. Deny the requests.

**CITY MANAGER'S RECOMMENDED ACTION:**

Art Walk is a popular annual event that adds vitality to the Downtown. The event organizers have experience in hosting this and many other similar events throughout the year.

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



December 28, 2020

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

Dear Mayor Haila and Members of the Ames City Council,

Ames Main Street is planning to hold the annual Ames Main Street Art Walk event on June 3, 2021.

Specific information about the event can be found on the included Special Event Application. We would also request a blanket Temporary Obstruction Permit, and a waiver of fees for the Blanket Vendor Permit, electricity, and the 10 requested parking spaces.

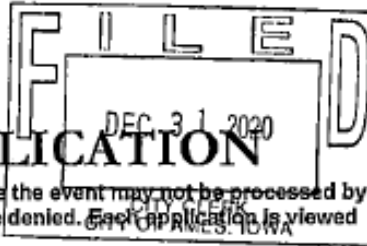
By bringing residents to Downtown Ames for attractions such as this, Ames Main Street is able to fulfill its mission as a Main Street Iowa community and create an economically vibrant downtown with unique living, dining, and entertainment experiences.

Thank you for your consideration of this request and continued support of Ames Main Street. We look forward to seeing you shopping in Downtown Ames!

Sincerely,

A handwritten signature in blue ink that reads "John Hall". The signature is written in a cursive style with a horizontal line under the first name.

John Hall  
Executive Director  
Ames Main Street



# SPECIAL EVENT APPLICATION

Applications received less than thirty (30) days before the event may not be processed by the City in time for the event and will automatically be denied. Each application is viewed as a new event regardless of previous occasions.

Event Name Ames Main Street Art Walk

Location/Address Ames Main Street

Region (Select one or more)

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

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

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

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

ISU - Events Authorization Committee: (515) 284-1437

events@amesdowntown.org

director@amescampustown.com

eventsauthorization@iastate.edu

## TIMELINE

Setup Date 06/03/2021 Time 1:00 PM M T W R F Sa Su

Event Starts Date 06/03/2021 Time 5:00 PM M T W R F Sa Su

Detailed Description of Event Activities (written overview of event and what's going to happen)

Ames Main Street Art Walk is an annual event that showcases the art of local artists and local musicians. Art and music will be exhibited on sidewalks with enough space for pedestrian to comfortably drive.

Event Ends Date 06/03/2021 Time 8:00 PM M T W R F Sa Su

Teardown Complete Date 06/03/2021 Time 9:00 PM M T W R F Sa Su

## Event Category

- Athletic/Recreation
- Exhibits/Misc.
- Festival/Celebration
- Parade/Procession/March
- Concert/Performance
- Farmer/Outdoor Market
- Other (please explain)

Rain Date \_\_\_\_\_ Rain Location \_\_\_\_\_

Yes No

Is this an annual event? If yes, how many years? \_\_\_\_\_

## For Office Use Only

Documents Received

Date: 12-31-20

- Completed Application
- Fireworks Application (\$25 fee)
- Insurance Certificate
- Public Safety & Event Management Plan
- Site Plan/Route Map (\$25 fee) (not used)
- Vendor List (\$50 fee/each)
- Parking fees

## Special Events Meeting

Date \_\_\_\_\_

Time \_\_\_\_\_

Room \_\_\_\_\_

Documents Sent:

- Alcohol License
- ABD
- Fireworks Permit
- Road Race Permit
- TOP
- Vending Permit
- Other \_\_\_\_\_

Departments Included

- City Manager: Brian Phillips and Tashelk Kerr
- Clyde: Jenny Bathorem or Rob Holm or Kevin Gries
- Electric: Mark Imhoff
- Fire: Jason Ziph or Rich Higgins
- Parks & Rec: Craig Kaufman or Joshua Thompson
- Public Works: Brad Becker or Dave Cole
- Police: Jason Tuttle or Geoff Huff
- Water: Heidi Petersen
- Risk Management: Bill Walton

CAA: Karen Chitty

AMS: Jess Clyde or Sarah Dvorsky

ISU: Events Authorization Committee

## City Council Meeting

Date 1-26-21

Added to Agenda with CAF

Approved Y N

Reminder Date \_\_\_\_\_

## CONTACTS

Sponsor/Applicant Name	Sarah Dvorsky/Ames Main Street				
Address	304 Main St.				
City	Ames	State	IA	Zip Code	50010
Daytime Phone	(515) 232-2310	Cell Phone	(319) 930-2276		
E-mail	sarahd@ameschamber.com				
Alternate Contact Name	John Hall				
Daytime Phone	(515) 232-2310	Cell Phone	(515) 720-5305		
E-mail	john@ameschamber.com				

## ATTENDANCE

Anticipated Daily Attendance

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:

Percentage of net proceeds going towards fundraising  %

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

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	<input type="text"/>			
Address	<input type="text"/>			
City	State	Zip	Phone	<input type="text"/>
Email	<input type="text"/>			

**COUNCIL ACTION FORM**

**SUBJECT:** REQUESTS FOR 4<sup>TH</sup> OF JULY ACTIVITIES

**BACKGROUND:**

Ames Main Street (AMS) is organizing the community parade for the 2021 downtown Fourth of July Celebration. Parade staging will take place on Northwestern Avenue between Wheatsfield Grocery and Main Street, on Allan Drive, on Pearle Avenue, in City Hall Parking Lots M and MM, and in City Depot Lots TT and V.

To facilitate parade staging and movement, street closures will be needed from 6:00 a.m. until the end of the parade for the following streets:

- Main Street, from the east Central Business District (CBD) Lot entrance to the Grand Avenue overpass, continuing on Northwestern Avenue to Sixth Street (Wheatsfield customers will be allowed access at Sixth Street)
- Allan Drive
- Pearle Avenue
- Fifth Street, from Grand Avenue to Douglas Avenue
- Clark Avenue, from the south driveway of the CBD Lot to Sixth Street
- Burnett Avenue, from Main Street to Fifth Street
- Kellogg Avenue, from just south of Main Street to Fifth Street
- Douglas Avenue, from Main Street to Fifth Street

The following parking lot areas will also need to be closed for parade staging from 6:00 a.m. to approximately 2:00 p.m.:

- Lot MM, to the west of City Hall
- The south three aisles of Lot M, adjacent to the west door of City Hall (City vehicles and cars of City employees who are on duty will be parked in the north portion of the lot)
- Depot Lots V and TT

Because July 4<sup>th</sup> is a City holiday, there will be no lost parking meter revenue from these closures. A blanket Temporary Obstruction Permit for the Central Business District will be required on July 4<sup>th</sup>. AMS has requested access to City electrical outlets at the intersection of Kellogg and Burnett Avenue for the parade announcer stand. AMS has also requested a blanket Vending License for the entire Central Business District, and a waiver of the license fee (\$50 loss to City Clerk's Office).

Public Works staff will provide barricades as needed to close the streets and control access to the parking lots. AMS will have volunteers at each barricaded intersection, and the Police Department will assist at the busiest intersections.

**City staff has not evaluated this event against the COVID-19 criteria that were used throughout most of 2020 to evaluate special events. It may be difficult to do so, given the uncertainty about the state of public health measures several months from now. If the City Council feels a review should happen as the event approaches, the City Council could at that time direct staff to place it on an agenda to be modified or canceled.**

**ALTERNATIVES:**

1. Approve the requests for activities on July 4th as requested above, including street and parking lot closures, a blanket Temporary Obstruction Permit, a blanket Vending License, use of City electrical outlets, and waiver of fees.
2. Request further information from event organizers
3. Do not approve the requests for the 4<sup>th</sup> of July activities.

**CITY MANAGER'S RECOMMENDED ACTION:**

The 4<sup>th</sup> of July Parade provides a great opportunity to bring the citizens of Ames together to celebrate.

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



December 28, 2020

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

Dear Mayor Haila and Members of the Ames City Council,

Ames Main Street is planning to host the 2021 Fourth of July Parade on July 4, 2021.

Specific information about the event can be found on the included Special Event Application. We would also request a waiver of fees for the Blanket Vendor Permit, and electricity.

By bringing residents to Downtown Ames for attractions such as this, Ames Main Street is able to fulfill its mission as a Main Street Iowa community and create an economically vibrant downtown with unique living, dining, and entertainment experiences.

Thank you for your consideration of this request and continued support of Ames Main Street. We look forward to seeing you shopping in Downtown Ames!

Sincerely,

A handwritten signature in black ink that reads 'John Hall' in a cursive script.

John Hall  
Executive Director  
Ames Main Street





**CONTACTS**

Sponsor/Applicant Name

Address

City  State  Zip Code

Daytime Phone  Cell Phone

E-mail

Alternate Contact Name

Daytime Phone  Cell Phone

E-mail

**ATTENDANCE**

Anticipated Daily Attendance

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:

Percentage of net proceeds going towards fundraising  %

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

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

ITEM # 16  
DATE 01-26-21

## COUNCIL ACTION FORM

**SUBJECT: ENCROACHMENT PERMIT FOR SIGN ON BUILDING AT 203 MAIN STREET**

### **BACKGROUND:**

Dog-Eared Books LLC is seeking approval for a sign attached to the building that is 160" long x 20" tall x 10" deep.

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

### **ALTERNATIVES:**

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

### **MANAGER'S RECOMMENDED ACTION:**

It is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby granting the Encroachment Permit for the sign.

### **COUNCIL ACTION:**

---

DO NOT WRITE IN THE SPACE ABOVE THIS LINE, RESERVED FOR RECORDER  
Prepared by: City Clerk's Office, 515 Clark, Ames, IA 50010 Phone: 515/239-5105  
Return to City Clerk, P. O. Box 811, Ames, IA 50010

---

**ENCROACHMENT PERMIT AGREEMENT**  
203 Main Street, Ames, IA 50010

RE: 203 Main Street legally described as Original Town E7' LOT 27 & ALL LOTS 28 & 29 & W2'  
LOT 30 BLOCK 11

**IT IS AGREED** between the undersigned and the City of Ames, Iowa, that:

1. With respect to the sign more fully detailed on the attached drawing, which by this reference is made a part hereof, for which an Encroachment Permit under Section 22.3 of the *Municipal Code* of Ames may be issued, the Owners do hereby covenant and agree to indemnify and hold harmless the City of Ames, its officers and employees, against any loss or liability whatsoever, including attorney's fees, pertaining to any and all claims whatsoever made by any and all persons whomsoever, resulting from or arising out of the location and maintenance of said encroachment.
2. There shall be maintained in effect by the Owners, for the period of the encroachment, comprehensive general liability insurance coverage in an amount of not less than \$500,000 combined single limit. Said certificate must be accompanied with a copy of Endorsement CG 2013, naming the City of Ames and its employees and assigns, as an additional insured on the policy. The certificate must be on file in the Office of the City Clerk, City of Ames, before a permit shall be issued.
3. It is expressly understood and agreed that nothing herein contained shall be deemed a waiver or exemption from any ordinances or amendments thereto enacted by the City of Ames; and, that the City may require the Owners, after notice and an opportunity for hearing, to remove said encroachment for any legitimate reason.
4. This Covenant and Agreement shall run with the land and be binding upon the successors

and assignees of the parties hereto. The Owners shall notify the City Clerk at the time that the encroachments cease to exist.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2021

**CITY OF AMES, IOWA**  
**515 CLARK AVENUE**

**Dog-Eared Books LLC**  
**203 Main Street**

By: \_\_\_\_\_  
John A. Haila, Mayor

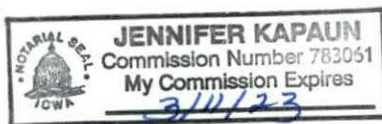
By: Amanda Lepper  
Amanda Lepper, Applicant

By: Chuck Winkleblack  
Chuck Winkleblack, Property Owner

**State of Iowa**  
**County of Story**

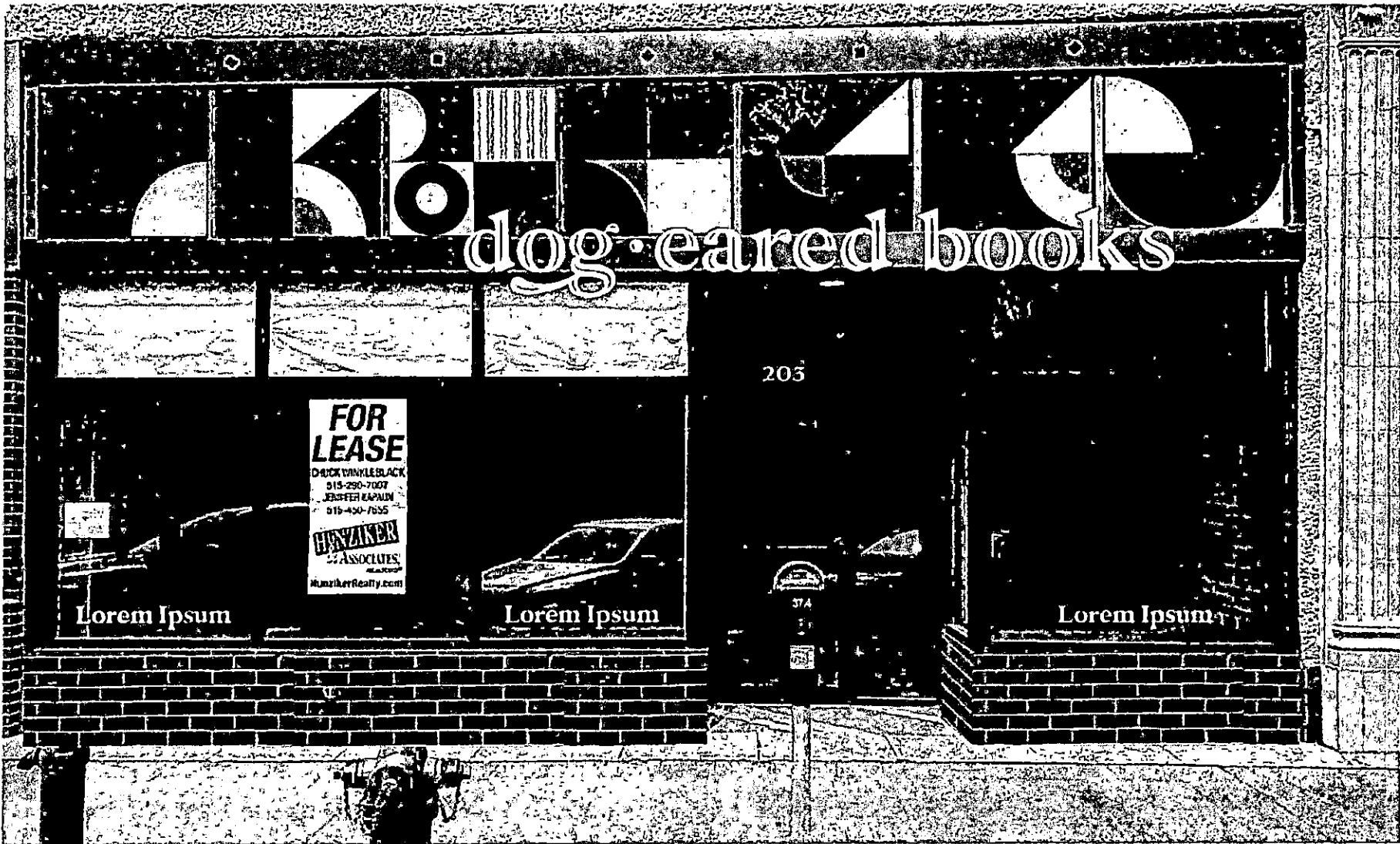
On this 20<sup>th</sup> day of January, 2021, before me, the undersigned, a Notary Public in and for Story County, State of Iowa, personally appeared Amanda Lepper and Chuck Winkleblack, to me known to be the identical persons named in and who executed the foregoing instrument, and acknowledged that they executed the same as their voluntary act and deed.

IN WITNESS WHEREOF, I have hereunto signed my name and affixed my notarial seal the day and year last above written.



Jennifer Kapaun  
Notary Public in and for the State of Iowa

Storefront # 1



dog-eared books

205

**FOR LEASE**  
DUCK WINKLEBLACK  
015-290-7007  
JEFFER KAPALIN  
015-450-7655  
**WENZEL**  
ASSOCIATES  
MunzikerRealty.com

Lorem Ipsum

Lorem Ipsum

374

Lorem Ipsum



For Office Use Only

Documents Received

Date: 1-13-21
Completed Application
Certificate of Inspections
sent to PW, P&H, Building
Official on 1-13-21
Review by DRC needed?
Sent 1-13-21

Fees
Fee Amount \$25
Date Fee Paid 1-20-21

Insurance (requested 1-13)
Received 1-19-21
Approved 1-19-21

Agreement
Two originals prepared to 1-18
Signed agreements returned 1-20-21

CC Meeting Date 1-26
Added to agenda 1-19
CAF prepared on T Drive

Follow Up
Application approved
Agreement signed by Mayor
Letter prepared and sent to applicant
Clerk's copy of Agreement sent to Recorder
Add to FMS with insurance expiration date

Notes
1-26-21 CC agenda
CAF

ENCROACHMENT PERMIT APPLICATION

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

Applicant is: Property Owner Tenant Contractor

Applicant Name Dog-Eared Books LLC

Address of Encroachment 203 Main Street

City Ames State Iowa Zip Code 50010

Type of Encroachment: Sign

(If the encroachment is a sign, please apply for a sign permit through the Inspections Division.)

Total Square Feet of the Area to Encroach: 160"long x 20" tall x 10" deep 117

(See attached submittal guidelines.)

Property Owner Name Chuck Winkleblack

Mailing Address 105 S. 6th Street

City Ames State Iowa Zip Code 50010

Daytime Phone Cell Phone 515-290-7007

E-mail: chuck@hunziker.com

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

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

Applicant's Signature Date 1/11/21

Property Owner's Signature Date 1/12/21

Submit your completed permit application to: diane.voss@cityofames.org
City of Ames
City Clerk's Office
PO Box 811
Ames, IA 50010

ITEM #: 17  
DATE: 01-26-21

**COUNCIL ACTION FORM**

**SUBJECT: 2020/21 ARTERIAL STREET IMPROVEMENTS (E. 13<sup>TH</sup> ST) FUNDING AGREEMENT WITH IOWA DEPARTMENT OF TRANSPORTATION**

**BACKGROUND:**

The City has been awarded a **grant in the amount of \$1,600,000** through the Iowa Department of Transportation (Iowa DOT) for the **2020/21 Arterial Street Improvements E. 13<sup>th</sup> St (Duff Ave to Meadowlane Ave)**. This agreement is through the Surface Transportation Block Grant Program Federal-aid Swap to help fund transportation improvement projects on streets and highways in Iowa.

The Capital Improvement Plan identifies E. 13<sup>th</sup> St from Duff Ave to Meadowlane Ave. as an arterial street in need of restoration of structural integrity, serviceability, and rideability. Improving this street will reduce maintenance costs and allow for additional and earlier maintenance of other streets. This project will also include replacing the existing water main along the north and south sides of E. 13<sup>th</sup> Street with a new larger water system to loop this part of the community to improve reliability and fire protection.

This project will have a bid letting through the Iowa DOT and a local match of 20 percent of eligible project costs. The summary of the revenues for this project are shown below:

<b>Funding Source</b>	<b>Available</b>
G.O. Bonds	\$ 900,000
Water Utility Funds	\$ 500,000
Federal/State Grants	\$1,600,000
<b>Total</b>	<b>\$3,000,000</b>

**ALTERNATIVES:**

1. Approve the Iowa DOT STBG Federal-aid Swap funding Agreement for the E. 13<sup>th</sup> St reconstruction project in the amount of \$1,600,000.
2. Reject the Agreement.

**CITY MANAGER'S RECOMMENDED ACTION:**

Approval of this agreement with the Iowa DOT must happen before moving forward with construction of this project in the 2021 construction season. Delay or rejection of this agreement could delay this street project and will require additional funding.

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



# 2020/21 Arterial Pavement Improvements

## 13th Street (Duff Ave to Meadowlane Ave)



Project Location 

Please see the project website at [www.cityofames.org/arterial13th](http://www.cityofames.org/arterial13th) for phasing information



**IOWA DEPARTMENT OF TRANSPORTATION**  
**Agreement for a Surface Transportation Block Grant Program Federal-aid Swap Project**

Recipient: City of Ames

Project No.: STBG-SWAP-0155(703)—SG-85

Iowa DOT Agreement No.: 1-21-STBG-SWAP-001

This is an agreement between the City of Ames, Iowa (hereinafter referred to as the Recipient) and the Iowa Department of Transportation (hereinafter referred to as the Department) for Surface Transportation Block Grant (STBG) Program Federal-aid Swap funds under 761 Iowa Administrative Code (IAC) Chapter 162. Iowa Code Section 306A.7 provides for the Recipient and the Department to enter into agreements with each other for the purpose of financing transportation improvement projects on streets and highways in Iowa.

Pursuant to the terms of this agreement, applicable statutes, and administrative rules, the Department agrees to provide STBG Federal-aid Swap funding to the Recipient for the authorized and approved costs for eligible items associated with the project.

Under this agreement, the parties further agree as follows:

1. The Recipient shall be the lead local governmental agency for carrying out the provisions of this agreement.
2. All notices required under this agreement shall be made in writing to the appropriate contact person. The Department's contact persons will be the Local Systems Project Development Engineer, Christy VanBuskirk, and Central Region Local Systems Field Engineer, Brian J. Catus. The Recipient's contact person shall be the City Engineer.
3. The Recipient shall be responsible for the development and completion of the following described STBG project:  
  
In the City of Ames, on East 13<sup>th</sup> Street, from Duff Avenue East .4 miles to Meadowlane Avenue, PCC Pavement Replacement.
4. Eligible project activities will be limited to the following: construction, engineering, inspection, and right-of-way acquisition. Under certain circumstances, eligible activities may also include utility relocation or railroad work that is required for construction of the project.
5. The Recipient shall receive reimbursement for costs of authorized and approved eligible project activities from STBG Federal-aid Swap funds. The portion of the project costs reimbursed by STBG Federal-aid Swap funds shall be up to \$1,600,000 for the following phases of work as stipulated by the Ames Area Metropolitan Planning Organization :  
  
Preliminary Engineering  
Construction Engineering  
Right-of-Way  
X Construction  
Other (please specify) \_\_\_\_.
6. The Recipient shall pay for all project costs not reimbursed with STBG Federal-aid Swap funds.
7. If the project described in Section 3 drops out of the Ames Area Metropolitan Planning Organization current TIP or the approved current STIP prior to obligation of funds, and the Recipient fails to reprogram the project in the appropriate TIP and STIP within 3 years, this agreement shall become null and void.
8. The Recipient shall let the project for bids through the Department.
9. If any part of this agreement is found to be void and unenforceable, the remaining provisions of this agreement shall remain in effect.
10. It is the intent of both parties that no third party beneficiaries be created by this agreement.

11. This agreement and the attached Exhibit 1 constitute the entire agreement between the Department and the Recipient concerning this project. Representations made before the signing of this agreement are not binding, and neither party has relied upon conflicting representations in entering into this agreement. Any change or alteration to the terms of this agreement shall be made in the form of an addendum to this agreement. The addendum shall become effective only upon written acceptance of the Department and the Recipient.

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**IN WITNESS WHEREOF**, each of the parties hereto has executed this agreement as of the date shown opposite its signature below.

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**City Signature Block**

By \_\_\_\_\_ Date \_\_\_\_\_, 20\_\_\_\_  
\_\_\_\_\_  
Title of city official

I, \_\_\_\_\_, certify that I am the City Clerk of Ames, and  
that \_\_\_\_\_, who signed said Agreement for and on behalf of the city was duly  
authorized to execute the same by virtue of a formal resolution duly passed and adopted by the city on the \_\_\_\_\_  
day of \_\_\_\_\_, 20\_\_\_\_\_.

Signed \_\_\_\_\_ Date \_\_\_\_\_, 20\_\_\_\_  
City Clerk of Ames, Iowa

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**IOWA DEPARTMENT OF TRANSPORTATION  
Highway Administration**

By \_\_\_\_\_ Date \_\_\_\_\_, 20\_\_\_\_  
Brian J. Catus, P.E.  
Local Systems Field Engineer  
Central Region

## EXHIBIT 1

### General Agreement Provisions for use of Federal-aid Swap Funds on Non-primary Projects

Unless otherwise specified in this agreement, the Recipient shall be responsible for the following:

#### 1. General Requirements.

- a. The Recipient shall take the necessary actions to comply with applicable State and Federal laws and regulations. To assist the Recipient, the Department has provided guidance in the Instructional Memorandums to Local Public Agencies (I.M.s), available on-line at: [https://iowadot.gov/local\\_systems/publications/im/lpa\\_ims](https://iowadot.gov/local_systems/publications/im/lpa_ims). The Recipient shall follow the applicable procedures and guidelines contained in the I.M.s in effect at the time project activities are conducted.
- b. In accordance with Iowa Code Chapter 216 and associated subsequent nondiscrimination laws and regulations, the Recipient shall not discriminate against any person on the basis of race, color, creed, age, sex, sexual orientation, gender identity, national origin, religion, pregnancy, or disability.
- c. The Recipient shall comply with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), Section 504 of the Rehabilitation Act of 1973 (Section 504), the associated Code of Federal Regulations (CFR) that implement these laws, and the guidance provided in I.M. 1.080, ADA Requirements. When pedestrian facilities are constructed, reconstructed, or altered, the Recipient shall make such facilities compliant with the ADA and Section 504.
- d. The Recipient agrees to indemnify, defend, and hold the Department harmless from any action or liability arising out of the design, construction, maintenance, placement of traffic control devices, inspection, or use of this project. This agreement to indemnify, defend, and hold harmless applies to all aspects of the Department's application review and acceptance process, plan and construction reviews, and funding participation.
- e. Termination of funds. Notwithstanding anything in this agreement to the contrary, and subject to the limitations set forth below, the Department shall have the right to terminate this agreement without penalty and without any advance notice as a result of any of the following: 1) The Federal government, legislature or governor fail in the sole opinion of the Department to appropriate funds sufficient to allow the Department to either meet its obligations under this agreement or to operate as required and to fulfill its obligations under this agreement; or 2) If funds are de-appropriated, reduced, not allocated, or receipt of funds is delayed, or if any funds or revenues needed by the Department to make any payment hereunder are insufficient or unavailable for any other reason as determined by the Department in its sole discretion; or 3) If the Department's authorization to conduct its business or engage in activities or operations related to the subject matter of this agreement is withdrawn or materially altered or modified. The Department shall provide the Recipient with written notice of termination pursuant to this section.

#### 2. Programming

- a. The Recipient shall be responsible for including the project in the appropriate Regional Planning Affiliation (RPA) or Metropolitan Planning Organization (MPO) Transportation Improvement Program (TIP). The Recipient shall also ensure that the appropriate RPA or MPO, through their TIP submittal to the Department, includes the project in the Statewide Transportation Improvement Program (STIP). If the project is not included in the appropriate fiscal year of the STIP, funds cannot be obligated.
- b. Before beginning any work for which funding reimbursement will be requested, the Recipient shall submit a written request for acceptance to the Department. The Department will notify the Recipient when acceptance is granted. The cost of work performed prior to acceptance will not be reimbursed. The turning in of plans for letting by the Department's administering bureau shall be considered acceptance for construction. The Department will notify the Recipient when acceptance is granted.

#### 3. Design and Consultant Services

- a. The Recipient shall be responsible for the design of the project, including all necessary plans, specifications, and estimates (PS&E). The project shall be designed in accordance with the design guidelines provided or referenced by the Department in the Guide and applicable I.M.s.

#### **4. Environmental Requirements and other Agreements or Permits.**

- a. The Recipient shall obtain project permits and approvals, when necessary, from the Iowa Department of Cultural Affairs (State Historical Society of Iowa; State Historic Preservation Officer), Iowa Department of Natural Resources, U.S. Coast Guard, U.S. Army Corps of Engineers, the Department, or other agencies as required. The Recipient shall follow the applicable procedures in the Instructional Memorandums to Local Public Agencies Table of Contents, Chapter 4 – Environmental Regulations.

#### **5. Right-of-Way, Railroads, and Utilities.**

- a. The Recipient shall acquire the project right-of-way, whether by lease, easement, or fee title, and shall provide relocation assistance benefits and payments in accordance with the procedures set forth in I.M. 3.600, Right-of-Way Acquisition, and the Department's Right of Way Bureau Local Public Agency Manual. The Recipient shall contact the Department for assistance, as necessary, to ensure compliance with the required procedures.
- b. If a railroad crossing or railroad tracks are within or adjacent to the project limits, the Recipient shall obtain agreements, easements, or permits as needed from the railroad. The Recipient shall follow the procedures in I.M. 3.670, Work on Railroad Right-of-Way.
- c. The Recipient shall obtain agreements from utility companies as needed. The Recipient shall comply with the "Policy for Accommodating Utilities on the County and City a Non-Primary Federal-aid Road System" for projects on non-primary Federal-aid highways. For projects connecting to or involving some work inside the right-of-way for a primary highway, the Recipient shall follow the Department's "Policy for Accommodating and Adjustment of Utilities on the Primary Road System" The Recipient should also use the procedures outlined in I.M. 3.640, Utility Accommodation and Coordination, as a guide to coordinating with utilities.

#### **6. Contract Procurement.**

- a. The following provisions apply only to projects involving physical construction or improvements to transportation facilities:
- b. The project plans, specifications, and cost estimate (PS&E) shall be prepared and certified by a professional engineer or architect, as applicable, licensed in the State of Iowa.
- c. The Recipient shall be responsible for the following:
  - i. Prepare and submit the PS&E and other contract documents to the Department for review and acceptance in accordance with I.M. 3.700, Check and Final Plans and I.M. 3.500, Bridge or Culvert Plans, as applicable.
  - ii. The contract documents shall use the Department's Standard Specifications for Highway and Bridge Construction. Prior to their use in the PS&E, specifications developed by the Recipient for individual construction items shall be approved by the Department.
  - iii. Follow the procedures in I.M. 5.030, Iowa DOT Letting Process, to analyze the bids received; make a decision to either award a contract to the lowest responsive bidder or reject all bids; and if a contract is awarded, execute the contract documents and return to Department.

Note: The Department may not be able to allow a project to be let in the scheduled letting due to possible issues with cash flow availability.

- d. The Recipient shall forward a completed Project Development Certification (Form 730002) to the Department in accordance with I.M. 5.050, Project Development Certification Instructions. The project will not be turned in for bid letting until the Department has reviewed and accepted the Project Development Certification.
- e. If the Recipient is a city, the Recipient shall comply with the public hearing requirements of the Iowa Code section 26.12.

- f. The Recipient shall not provide the contractor with notice to proceed until after receiving written notice that the Department has concurred in the contract award.

**7. Construction.**

- a. The Recipient shall follow the procedures in I.M. 6.000, Construction Inspection, and the Department's Construction Manual, as applicable, for conducting construction inspection activities. The Recipient's engineer shall at all times be responsible for inspection of the project.
- b. A full-time employee of the Recipient shall serve as the person in responsible charge of the project. For cities that do not have any full time employees, the mayor or city clerk will serve as the person in responsible charge, with assistance from the Department.
- c. Traffic control devices, signing, or pavement markings installed within the limits of this project shall conform to the "Manual on Uniform Traffic Control Devices for Streets and Highways" per 761 IAC Chapter 130. Proper protective measures and devices such as fences, barricades, signs, flood lighting, and warning lights as needed.
- d. The project shall be constructed under the Department's Standard Specifications for Highway and Bridge Construction and the Recipient shall comply with the procedures and responsibilities for materials testing according to the Department's Materials I.M.s. Available on-line at: <https://www.iowadot.gov/erl/index.html>.
- e. If the Department provides any materials testing services to the Recipient, the Department will bill the Recipient for such testing services according to its normal policy as per Materials I.M. 103.

**8. Reimbursements.**

- a. The Recipient will be initially responsible for all project costs. After costs have been incurred, the Recipient shall submit to the Department periodic itemized claims for reimbursement for eligible project costs. Requests for reimbursement shall be made at least semi-annually but not more than bi-weekly.
- b. To ensure proper accounting of costs, reimbursement requests for costs incurred prior to June 30 shall be submitted to the Department by August 1, if possible, but no later than August 15.
- c. Reimbursement claims shall include a certification that all eligible project costs, for which reimbursement is requested, have been reviewed by an official or governing board of the Recipient, are reasonable and proper, have been paid in full, and were completed in substantial compliance with the terms of this agreement.
- d. The Department will reimburse the Recipient for properly documented and certified claims for eligible project costs. The Department may withhold up to 5% of the total funds available for the project. Reimbursement will be made either by State warrant or by crediting other accounts from which payment was initially made. If, upon final review or audit selected by the Administering Bureau, the Department determines the Recipient has been overpaid, the Recipient shall reimburse the overpaid amount to the Department. After the final review is complete and after the Recipient has provided all required paperwork, the Department will release the funds withheld.
- e. The total funds collected by the Recipient for this project shall not exceed the total project costs. The total funds collected shall include any funds received; for example, Federal funds not received through FHWA, any special assessments made by the Recipient (exclusive of any associated interest or penalties) pursuant to Iowa Code Chapter 384 (cities) or Chapter 311 (counties), proceeds from the sale of excess right-of-way, and any other revenues generated by the project. The total project costs shall include all costs that can be directly attributed to the project. In the event that the total funds collected by the Recipient do exceed the total project costs, the Recipient shall either:
  - i. in the case of special assessments, refund to the assessed property owners the excess special assessments collected (including interest and penalties associated with the amount of the excess), or
  - ii. refund to the Department all funds collected in excess of the total project costs (including interest and penalties associated with the amount of the excess) within 60 days of the receipt of any excess funds.

**9. Project Close-out.**

- a. Acceptance of the completed construction shall be with the concurrence of the Department. Within 30 days of completion of construction or other activities authorized by this agreement, the Recipient shall provide written notification to the Department. The Recipient shall follow and request a final review, in accordance with the procedures in I.M. 6.110, Final Review, Audit, and Close-out Procedures for Federal-aid, Federal-aid Swap, and Farm-to-Market Projects. Failure to comply with the procedures may result in loss of funds and the ability to let future projects through the Department; reimbursed funds shall be returned and a possible suspension may be placed on the Recipient from receiving funds from the Department on future projects until the Recipient has demonstrated responsible management of funds on roadway projects.
- b. For construction projects, the Recipient shall provide a certification by a professional engineer, architect, or landscape architect as applicable, licensed in the State of Iowa, indicating the construction was completed in substantial compliance with the project plans and specifications.
- c. Final reimbursement of funds shall be made only after the Department accepts the project as complete.
- d. The Recipient shall maintain all books, documents, papers, accounting records, reports, and other evidence pertaining to costs incurred for the project. The Recipient shall also make this documentation available at all reasonable times for review by the Department. Copies of this documentation shall be furnished by the Recipient if requested. Such documentation shall be retained for at least 3 years from the date of the Department's signature of the Department's Final Payment Form (Form 830436) or the bottom part of the Certificate of Completion and Final Acceptance of Agreement Work (Form 640003).
- e. The Recipient shall maintain, or cause to be maintained, the completed improvement in a manner acceptable to the Department.

**COUNCIL ACTION FORM**

**SUBJECT: CHERRY AVENUE EXTENSION FUNDING AGREEMENT WITH IOWA DEPARTMENT OF TRANSPORTATION**

**BACKGROUND:**

The City of Ames has been awarded a **grant in the amount of \$1,890,000** through the Iowa Department of Transportation (Iowa DOT) **for the Cherry Avenue Extension**. This agreement is through the Surface Transportation Block Grant Program Federal-aid Swap to help fund transportation improvement projects on streets and highways in Iowa.

The Long Range Transportation Plan identifies the extension of Cherry Avenue south of East Lincoln Way as an important transportation connection for the community. By extending Cherry Avenue south and connecting both SE 3<sup>rd</sup> Street and SE 5<sup>th</sup> Street, traffic congestion will be further relieved from the South Duff Avenue corridor. This project will also include replacing the existing 4" water main along Cherry Avenue with a new larger water system to loop this part of the community to improve reliability and fire protection.

This project will have a bid letting through the Iowa DOT and a local match of 20 percent of eligible project costs. The summary of the revenues for this project are shown below:

<b>Funding Source</b>	<b>Available</b>
G.O. Bonds	\$ 510,000
Water Utility Funds	\$ 550,000
Federal/State Grants	\$1,890,000
<b>Total</b>	<b>\$2,950,000</b>

**ALTERNATIVES:**

1. Approve the Iowa DOT STBG Federal-aid Swap funding Agreement for the Cherry Avenue Extension in the amount of \$1,890,000.
2. Reject the Agreement.

**CITY MANAGER'S RECOMMENDED ACTION:**

Approval of this agreement with the Iowa DOT must happen before moving forward with construction of this project in the 2022 construction season. Delay or rejection of this agreement could delay this street project and will require additional funding. **Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.**



- **IN PLAN**
- **COST = \$2,340,000**



PRELIMINARY  
SUBJECT TO CHANGE



2035 Long Range Transportation Plan Update

**PROJECT NO. 26**  
Cherry Avenue Extension -  
Lincoln Way to SE 5th Street

**LEGEND**

PROPOSED ROAD

DATE  
JULY 2010



ITEM#: 19  
 DATE: 1-26-21

**COUNCIL ACTION FORM**

**SUBJECT: 2019/20 STORM WATER EROSION CONTROL PROGRAM (SQUAW CREEK-6<sup>TH</sup> ST TO 13<sup>TH</sup> ST) PROFESSIONAL SERVICES AGREEMENT**

**BACKGROUND:**

In November 2020, staff initiated a Request for Proposals for the 2019/20 Storm Water Erosion Control program. The professional services include site assessment, design and development of plans for stream restoration, and slope stabilization of Squaw Creek between 6<sup>th</sup> Street and 13<sup>th</sup> Street.

Proposals for this work were received from six engineering firms on December 16, 2020. The proposals were evaluated according to the following criteria: Project Understanding, Design Team/Key Personnel, Previous Experience, Project Approach, Responsiveness, Ability to perform work, Proposed project design/letting schedule, and Estimated Contract Cost for engineering services. The evaluation scores of that qualification-based selection process are as follows:

Firm	Qualifications Based Score	Qualifications Based Rank	Fee	Final Rank
WHKS	80.8	2	\$58,820	1
Snyder	81.3	1	\$114,650	2
Impact7G/Bolten & Menk	80.5	3	\$158,200	3
EOR/RDG/R2D	76.3	5	\$124,910	4
Stantec	76.5	4	\$145,588	5
FYRA	74.0	6	\$141,810	6

**After weighing the qualifications and estimated fees for these six firms, staff has negotiated a contract with WHKS of Ames, Iowa.** WHKS scored second highest based on qualifications and had the lowest fee at \$58,820. Staff is confident that a contract with WHKS will provide the best value for professional services considering the firm’s qualifications. WHKS has experience on several City of Ames projects.

A summary of revenues and projected expenses is shown below.

Funding Source	Revenue	Expenses
2019/20 Storm Water Utility Fund	\$ 432,000	
State Revolving Funds – Sponsored Proj.	\$ 368,000	
Engineering and Admin		\$ 160,000
Construction		\$ 640,000
<b>TOTAL</b>	<b>\$ 800,000</b>	<b>\$ 800,000</b>

**ALTERNATIVES:**

1. Approve the professional services agreement for the 2019/20 Storm Water Erosion Control project with WHKS & Co. of Ames, Iowa, in the amount not to exceed \$58,820.
2. Direct staff to negotiate an engineering agreement with another consulting firm.

**MANAGER'S RECOMMENDED ACTION:**

Based on staff's evaluation using the above criteria, WHKS & Co. will provide the best value to the City for professional services for the 2019/20 Storm Water Erosion Control project.

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





**2019-20 Storm Water Erosion Control Program-**

**Squaw Creek from 6<sup>th</sup> Street to 13<sup>th</sup> Street**

ITEM#: 20  
DATE: 01-26-21

**COUNCIL ACTION FORM**

**SUBJECT: AWARD OF CONTRACT FOR CYRIDE BATTERY-ELECTRIC BUSES AND CHARGING EQUIPMENT**

**BACKGROUND:**

In July 2019, CyRide was awarded nearly \$1.66 million in federal funding from the Federal Transit Administration (FTA) from the Low or No Emission (Lo-No) Grants Program to utilize toward the purchase of battery-electric buses (BEBs) and necessary infrastructure. In August 2020, CyRide was also awarded \$390,000 from Iowa's Volkswagen (VW) Settlement grant funding to help offset the local cost of this project. Due to higher than expected pricing, at the October 2020 meeting the Transit Board of Trustees allocated an additional \$138,000 for the two BEBs. Current funding levels in the Capital Improvement Plan are as follows.

<b>Item</b>	<b>Lo-No Grant</b>	<b>VW Grant</b>	<b>Local Share</b>	<b>Estimated Total Cost</b>
Depot Charging Station and Dispensers	\$85,000	\$20,000	\$35,000	\$140,000
Two 40' Electric Buses	\$1,240,000	\$370,000	\$138,000	\$1,748,000
<b>Total Cost</b>	<b>\$1,325,000</b>	<b>\$390,000</b>	<b>\$173,000</b>	<b>\$1,888,000</b>

Since receiving the award CyRide has been working with the Center for Transportation and the Environment (CTE) to develop specification requirements for the two BEBs.

After reviewing procurement options and securing authorization from the Iowa DOT, CyRide plans to utilize the Commonwealth of Virginia's statewide bus contract to purchase the BEBs. The Lo-No program allows a grantee to purchase rolling stock and related equipment from any state's cooperative procurement contract or schedule. Virginia's contract includes language that allows other FTA funding recipients in or outside the state of Virginia to purchase vehicles using the agreement.

This approach allows CyRide to evaluate multiple original equipment manufacturers (OEMs) and enter into a purchase agreement with the OEM determined to be the best fit for the agency. Using a statewide contract also enables CyRide to purchase vehicles at a lower cost than would be expected if an independent request for proposal were to be issued.

Working with CTE, CyRide developed evaluation criteria for the OEMs on the Virginia contract. Based upon the evaluation criteria CyRide identified New Flyer of America, Inc, of St. Cloud, Minnesota, and NOVA Bus, of Plattsburgh, New York, as the two top OEMs

that met CyRide’s requirements. After presentations and reference checks, these OEMs were scored as follows:

<b>Criteria</b>	<b>Weight</b>	<b>NOVA</b>	<b>New Flyer</b>
Experience	15%	1.087	1.275
Operational Impact	5%	0.400	0.300
Range of Operation	15%	1.350	1.050
Serviceability	10%	0.850	0.750
Delivery Schedule	10%	0.900	0.925
References	10%	0.800	0.775
Price	35%	3.500	3.460
<b>Total Score</b>		<b>8.887</b>	<b>8.535</b>

Based on the evaluation criteria, CyRide determined the vehicles manufactured by NOVA Bus of Plattsburgh, New York, would be the best selection for CyRide.

Heavy-duty bus specifications are not finalized until approximately 6 months before delivery; therefore, final pricing has not been established. The current pricing provided by NOVA Bus is \$842,178 per vehicle for a total cost of \$1,684,356. Specifications will focus on maximizing range and standardizing the buses to CyRide’s current fleet. Due to Iowa’s cold climate, these buses are planned to be equipped with diesel auxiliary heaters to supplement the vehicle’s standard electric heaters. If CyRide would rely only on electric heat, the effective range of the buses will be greatly reduced. Auxiliary heaters will be automated to ensure that the heaters are only operated when strictly necessary. Delivery of the buses will be approximately 12 to 18 months after a purchase order is issued.

CyRide will also work with CTE and NOVA Bus to purchase appropriate charging equipment. Given the large variability in charging requirements between agencies, the Virginia contract allows coordination with OEMs to determine specific charging needs and supply pricing for equipment. CyRide believes this approach is the correct procurement solution to ensure proper operation of the charging equipment and avoid delays once the vehicles are delivered. CyRide has \$140,000 budgeted for charging equipment.

The Transit Board of Trustees approved award of the contract to NOVA Bus at its January 15, 2020 meeting.

**ALTERNATIVES:**

1. Approve the award of contract for two battery-electric buses and associated charging equipment to NOVA Bus of Plattsburgh, New York for a total not-to-exceed amount of \$1,888,000.
2. Do not approve the contract award and direct staff to proceed according to City Council priorities.

**CITY MANAGER’S RECOMMENDED ACTION:**

Approval of this contract would allow CyRide to purchase battery-electric buses and their associated charging equipment. This would be a major step toward more environmentally sustainable transportation options in Ames.

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

ITEM#: 21  
DATE: 01-26-21

**COUNCIL ACTION FORM**

**SUBJECT: CYRIDE INTERIOR IMPROVEMENTS PROJECT  
CHANGE ORDERS #3, 4, & 5**

**BACKGROUND:**

The CyRide 2020 Interior Improvements Project was awarded to Story Construction Company of Ames, Iowa, following approval at the June 24, 2020 Transit Board meeting and the July 14, 2020 City Council meeting. The project started in October 2020 and is nearing completion. Plans and specifications called for updating aging heating, ventilation, and air conditioning (HVAC) equipment, as well as altering interior spaces to correct workspace HVAC deficiencies.

The project budget was originally set at \$129,767, with funds from a federal grant and a 20% local match, plus supplemental funds in CyRide's Capital Budget. Design fees totaled \$10,262. The initial construction contract award consisted of the base bid (\$97,975) plus Add Alternate #1 (\$3,400) and Add Alternate #3 (\$1,245), for a total initial construction cost of \$102,620. This left a balance of \$16,885 in available funding remaining.

During the project, staff approved change orders #1 and #2, totaling \$1,066. These change orders reduced the remaining available combination of grant and local funds to \$15,819.

**The requested action is to approve Change Orders #3, #4, and #5 to replace window blind in the south offices, the second floor lights, and carpeting on second floor and east stairs.**

**To ensure the available grant funds are fully allocated, CyRide would like to take three actions:**

- 1. Add three change orders to expand the scope of the project (\$32,594 in additional expenses) This would replace worn materials in spaces not initially included in the bid documents. These changes would also improve energy efficiency by replacing older lighting with modern equivalents.**
- 2. Shift the \$10,262 in design fees already incurred for the Interior Improvements Project from the project budget to CyRide's separate Architectural and Engineering Services budget. This would make the grant funds available for the additional construction costs called for in the change orders.**



3. Utilize \$6,513 in CyRide’s Shelter Concrete budget towards the remaining funding needs for the three proposed change orders. The Shelter Concrete budget line was originally budgeted at \$25,000. This change would reduce that budget line to \$18,487.

These changes result in a project budget outlined below:

PROJECT REVENUES		
Source		Amount
CyRide 5309 Grant – Federal Portion		\$ 94,767
CyRide 5309 Grant – 20% Local Match		23,692
CyRide Capital Budget		11,308
<i>Subtotal Initial Funding</i>		<i>\$ 129,767</i>
CyRide Architectural & Engineering Budget		\$ 10,262
Shelter Concrete Budget		6,513
<b>TOTAL PROJECT REVENUES</b>		<b>\$ 146,542</b>
PROJECT EXPENSES		
Item	Description	Amount
Design Fees		\$ 10,262
Base Construction Bid		\$ 97,975
Add Alternate #1	Install blinds in all north side offices	3,400
Add Alternate #3	Replace remaining corridor lights w/LED fixtures	1,245
Change Order #1	Change design of window film	421
Change Order #2	Relocated fire sprinkler heads	645
<i>Subtotal Construction Expenses To Date</i>		<i>\$ 103,686</i>
Req. Change Order #3	Replace window blinds in the south side offices	\$2,155
Req. Change Order #4	Replace all 2 <sup>nd</sup> floor lights w/LED (excl. conf. rm.)	\$6,809
Req. Change Order #5	Replace remaining carpet on 2 <sup>nd</sup> floor & E. stairs	\$23,630
<i>Subtotal Requested Change Orders</i>		<i>\$ 32,594</i>
<i>Total Proposed Construction Contract</i>		<i>\$ 136,280</i>
<b>TOTAL PROJECT EXPENSES</b>		<b>\$ 146,542</b>

The Transit Board of Trustees approved these requested change orders at its January 15, 2021 meeting.

**ALTERNATIVES:**

1. Approve the requested Change Orders #3, #4, and #5, increasing the contract amount for Story Construction Company of Ames, Iowa, by \$32,594 for an amended project total of \$136,280.
2. Do not approve the requested change orders and direct staff to proceed according to City Council priorities.

**CITY MANAGER'S RECOMMENDED ACTION:**

Approval of these change orders would allow CyRide to use remaining grant funds toward replacing worn materials and move toward a more sustainable, energy-efficient facility.

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

**COUNCIL ACTION FORM**

**SUBJECT:     **ELECTRICAL MAINTENANCE SERVICES CONTRACT FOR  
POWER PLANT– CHANGE ORDER NO. 2****

**BACKGROUND:**

On May 26, 2020, the Ames City Council approved a contract renewal with Tri-City Electric Company of Iowa, Davenport, IA, in the amount not to exceed \$140,000 (plus \$9,800 sales tax) to provide regular professional maintenance and repair to various circuit breakers, relays, and electrical circuits located in the Power Plant. This contract includes emergency service and regularly planned repairs and services during scheduled outages.

**PRIOR ACTION**

Change Order No. 1, for \$23,000 (plus \$1,610 sales tax), was issued to Tri-City Electric Company, approved by staff for additional electrical maintenance required.

**THIS ACTION**

**The action being requested is to approve Change Order No. 2 to the Electrical Maintenance Services Contract.** This change order will add an additional \$68,000 to the contract for FY 2020/21 (inclusive of sales tax), bringing the total contract amount, including sales tax, to \$242,410.

The project for the Unit 8 Generator Step-up Transformer (GSU) exhausted much more of the amount authorized in the contract than anticipated due to unforeseen mechanical repairs and bushing replacements. This change order will allow other projects planned this fiscal year to be completed under this contract. These include installing new plant lighting, repairing GT1 and GT2 step-up transformer oil leaks, and repairing load center breakers.

The funding for Change Order No. 2 will come from the Unit 8 Steam Turbine and Generator Electrical Maintenance account where there is \$80,000 budgeted for electrical repairs. Without this Change Order, the electrical maintenance contract funds will be exhausted before the end of the fiscal year and the remaining work will not be able to be performed.

**ALTERNATIVES:**

1. Approve Change Order No. 2 with Tri-City Electric Company of Iowa, Davenport, IA for additional electrical maintenance services in the not-to-exceed amount of \$68,000. This will bring the total FY 2020/21 contract value to a not-to-exceed amount of \$242,410.
2. Do not approve the change order and delay needed additional maintenance until the next fiscal year.

**CITY MANAGER'S RECOMMENDED ACTION:**

This work is necessary to properly maintain relays and circuit breakers and electrical circuits. This contract establishes rates for service and provides guaranteed availability. Funds will be expended only as work is required and in accordance with approved invoices.

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

**COUNCIL ACTION FORM**

**SUBJECT: POWER PLANT DCS HARDWARE AND SOFTWARE UPGRADE**

**BACKGROUND:**

Electric Services uses a Distributed Control System (DCS) to monitor status and operate the boilers, turbines, generators, and auxiliary equipment located in the Power Plant and at remote sites.

The existing DCS system was installed in 2015 during the Natural Gas Conversion Project. The DCS was supplied and is supported by Emerson Process Management Power & Water Solutions, Inc. from Pittsburgh, PA.

**It has been common practice to update the DCS system hardware every 5 years to maintain reliability and maintainability and it is recommended by the Original Equipment Manufacturer (OEM).** The proposed upgrades will include 6 servers, 7 workstations, all up-to-date Emerson Ovation software and all third-party software used to support the DCS, 7 root switches, 1 router, all on-site/off-site management as well as engineering to support the upgrade, offsite Factory Acceptance Testing, on-site installation, and training.

A part of the upgrade will include updating the existing Ovation Security Center (OSC) to a Power and Water CyberSecurity Suite (PWCS). The new hardware will also help staff keep current in a world subject to North American Electric Reliability Corporation (NERC) operating requirements. **The new PWCS will include a McAfee antivirus software package, replacing the existing Kaspersky antivirus software which NERC recommends replacing due to its possible ties with the Russian Government.**

The existing DCS cabinets, controllers, infostructure, wiring, and graphics need to all remain in order to avoid much greater costs, invasive hardware change outs, extensive down time, and new system training for all plant operators. This requires the upgrade project to be a single source purchase made to Emerson.

**Upgrading our existing DCS hardware with Emerson Ovation is the most practical and cost-effective way to maintain system reliability and stay current with supported software and hardware while gaining more functionality and security. This requires a single-source purchasing arrangement with the current DCS software supplier.**

**Staff requests that a contract be awarded to Emerson Process Management, Power & Water Solutions, Inc. of Pittsburgh, PA in the amount of \$422,803**

(includes \$2,000 in freight). Since Emerson Process Management Power & Water Solutions, Inc. is not licensed to collect sales taxes for the State of Iowa, the City would pay up to \$29,456.21 in applicable Iowa sales taxes directly to the state. This will bring the total cost to \$450,259.21.

The Capital Improvements Plan includes \$375,000 in the 2020/21 fiscal year for DCS hardware upgrades. The additional \$77,259.21 will come from the Power Plant O&M budget. Less funds were used on boiler chemicals than anticipated because of not operating Unit 8 for half the year.

**ALTERNATIVES:**

1. A. Waive the City's purchasing policy requirement for formal bidding procedures allowing for a single-source purchasing arrangement with the current DCS software and hardware supplier.  
  
B. Award a contract to Emerson Process Management Power & Water Solutions, Inc. of Pittsburgh, PA, for the Power Plant DCS Software and Hardware Upgrade in the amount of \$422,803. The City will pay applicable sales taxes up to \$29,456.21 directly to the State of Iowa.
2. Postpone the DCS hardware upgrade and run the risk of replacement hardware components not being available or the current hardware failing.

**CITY MANAGER'S RECOMMENDED ACTION:**

It is in the City's best interest to update the DCS in a timely and cost-effective manner. Not updating this system adds to the risk of unit unavailability and increased cost incurred from unplanned downtime, emergency repairs, and trying to maintain unsupported hardware and software. **The most effective way to complete this DCS upgrade is to enter into an agreement with the existing DCS supplier to complete the current hardware upgrade.**

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



# MEMO

**To:** Mayor and Members of the City Council

**From:** City Clerk's Office

**Date:** January 26, 2021

**Subject:** Contract and Bond Approval

There is/are no Council Action Form(s) for Item No(s). 24, 25, and 26. Council approval of the contract and bond for this/these project(s) is simply fulfilling a *State Code* requirement.

/alc

**COUNCIL ACTION FORM**

**SUBJECT: 2019/20 SANITARY SEWER REHABILITATION (MUNN WOODS)**

**BACKGROUND:**

This is the annual program for rehabilitation/reconstruction of deficient sanitary sewers and deteriorated manholes at various locations throughout the city. The goal of this program is to identify and remove major sources of inflow/infiltration as a means of lowering the peak wet weather flow at the treatment plant. **On October 8, 2019, City Council awarded the contract to Visu-Sewer, Inc. of Pewaukee, Wisconsin in the amount of \$2,190,212.40.**

**On November 27, 2020, the project was substantially completed, with only minimal work remaining. On January 7, 2021, Public Works received a request from Visu-Sewer, Inc. to reduce the amount of project retainage.** The amount currently held in retainage is \$111,068.57. Remaining work to be completed as part of the contract includes spot liner, seeding, erosion control, temporary erosion control matting, bramble bush barrier, and miscellaneous work (punch list items) throughout the project. The remaining work has an estimated value of \$35,000. **There is a requirement that a minimum of 200% of the value of the work remaining must be withheld as retainage, which would be \$70,000.**

This request meets criteria of Section 26.13 of the Code of Iowa for substantial completion of the project. All paperwork required per the Code of Iowa to approve the request has been received by the Public Works Department. Final acceptance of the contract and release of the remaining retainage will be presented to the City Council once the remaining work is complete.

**ALTERNATIVES:**

1. Reduce project retainage for the 2019/20 Sanitary Sewer Rehabilitation (Munn Woods) project to \$70,000.
2. Maintain project retainage for the 2019/20 Sanitary Sewer Rehabilitation (Munn Woods) project in the amount of \$111,068.57.

**MANAGER'S RECOMMENDED ACTION:**

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



Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby reducing the project retainage for the 2019/20 Sanitary Sewer Rehabilitation (Munn Woods) project to \$70,000.

**COUNCIL ACTION FORM**

**SUBJECT: 111 LYNN AVENUE – ELECTRIC SERVICE REPLACEMENT -  
CONTRACT COMPLETION FOR JASPERING ELECTRIC, INC.**

**BACKGROUND**

On March 24, 2020, City Council awarded a contract to Jaspering Electric Inc. of Ames, Iowa in the amount of \$245,000 to remove the indoor transformers from the building at 111 Lynn Avenue and replace them with an outdoor pad-mounted transformer. Additional buried conduits and electric service cables were also installed to connect to the existing electric distribution equipment to remain in the building. There were no change orders to this contract.

All requirements of the contract have been met by Jaspering Electric, Inc. and the Engineer has provided a certificate of completion.

**ALTERNATIVES:**

1. Accept completion of the contract with Jaspering Electric, Inc. of Ames, Iowa for the University Apartments – Electric Service Replacement and release the 5% retainage being held per the contract terms and conditions.
2. Delay acceptance of this project.

**CITY MANAGER’S RECOMMENDED ACTION:**

The contractor for the University Apartments – Electric Service Replacement has completed the work under the contract, and the City is obligated to make the final payment.

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

**COUNCIL ACTION FORM**

**SUBJECT: NORTH RIVER VALLEY PARK LOW HEAD DAM IMPROVEMENTS**

**BACKGROUND:**

The City constructed a permanent low head dam on the South Skunk River in 1984 to create a pool of water in the primary recharge zone for the aquifer that feeds the City's Downtown Well Field, thereby providing a means to increase the capacity of these wells during periods of drought. While the City has never promoted recreation at the dam, it is evident that the low head dam attracts members of the public who use the area for recreation. Low head dams can pose a serious drowning hazard due to the recirculation effect which occurs immediately downstream. Therefore, in 2013, the City initiated a project to replace the dam with features that create safe recreational opportunities while still allowing for aquifer recharge during drought.

An award of contract for construction was made to RW Excavating Solutions of Prairie City, Iowa, on April 10, 2018. Change Order No. 1 was executed on March 7, 2019, for \$3,900 to create an upstream ledge that was previously believed to exist, but which was not found during construction. Change Order No. 2 was executed on November 12, 2019, for \$40,663 to provide additional rock materials. Change Order No. 3 was executed on August 11, 2020, for \$59,484 to provide additional rock and grout materials. Change Order No. 4 was executed on January 14, 2021, for \$3,192 to adjust final quantities of construction materials.

All work under the contract was completed in accordance with the plans and specifications on December 14, 2020.

The revised project expenses are shown below.

River Restoration (Engineer)	\$ 139,320
Helms & Associates (Mussel Relocation)	30,153
Permits, Fees, Misc.	1,839
RW Excavating Solutions (Contractor)	
Original Contract	776,535
Change Order #1	3,900
Change Order #2	40,663
Change Order #3	59,484
Change Order #4	3,192
<u>Total Project Expenses</u>	<u>\$ 1,055,086</u>

The current year budget consisting of carryover from prior years is \$475,210. All current year payments and remaining encumbrances total \$455,113, leaving a remaining unspent balance of \$20,097 in the project budget.

**ALTERNATIVES:**

1. Accept completion of the North River Valley Park Low Head Dam Improvements Project and authorize final payment in accordance with the terms of the contract to RW Excavating Solutions of Prairie City, Iowa.
2. Do not accept completion of the North River Valley Park Low Head Dam Improvements Project at this time.

**CITY MANAGER'S RECOMMENDED ACTION:**

A contract to construct the North River Valley Low Head Dam Improvements Project was awarded by Council on April 10, 2018. All work for the project has been completed in accordance with plans and specifications, and an Engineer's Statement of Completion has been received. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.

**COUNCIL ACTION FORM**

**SUBJECT: PLAT OF SURVEY (BOUNDARY LINE ADJUSTMENT) FOR 1018 AND 1022 NORTH SECOND STREET**

**BACKGROUND:**

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

**This proposed plat of survey (see *Attachment C*) is for a boundary line adjustment between two existing lots (Lots 4 & 5, College Park Addition) and to establish Parcels B and C.** These lots are located at 1018 and 1022 North 2<sup>nd</sup> Street and are each occupied by an existing single-family home (see *Attachments A & B*). The property is zoned UCRM (Urban Core Residential Medium). The two lots were established as part of College Park subdivision. Both properties have the same owner. Access from North 2<sup>nd</sup> Street is currently via a shared driveway approach for both properties.

**The owner proposes adjusting the boundary line between both properties in order to create additional space at 1018 North 2<sup>nd</sup> Street in anticipation of future construction of a garage.** The proposed adjustment is not a single line uniformly situated perpendicular to North 2<sup>nd</sup> Street (see *Attachment C*). The proposed side lot line is 90 degrees in orientation at its intersection with the front lot line along the street but has a 20-foot jog in the line 117 feet back to create a wider rear yard for the benefit of 1018 North Second Street. **Although the lot line arrangement is not typical it does meet zoning standards and is readily identifiable as logical lot line as anticipated in the Subdivision Code under 23.401 (3), which requires side lot lines to substantially be at right angles.**

A pre-existing garage at 1022 North 2<sup>nd</sup> Street was recently moved to the rear of the property to create access and parking from the alley in the rear. A rock driveway, which led to the garage from North 2<sup>nd</sup> Street, remains in place and conforms to front yard parking standards with its 9-foot width and that it leads to a parking space in the side yard. **Staff has verified that all setbacks from existing buildings as two-story buildings have been met and that compliant parking is provided on both properties to allow for the adjustment in the boundary line.**

Approval of this plat of survey will allow the applicant to prepare the official plat of survey and submit it to the Planning and Housing Director for review. The Director will sign the

plat of survey confirming that it fully conforms to all conditions of approval. The prepared plat of survey may then be signed by the surveyor, who will submit it for recording in the office of the Story County Recorder.

**ALTERNATIVES:**

1. Approve the proposed plat of survey.
2. Deny the proposed plat of survey on the basis that the City Council finds that the requirements for plats of survey as described in Section 23.309 have not been satisfied.
3. Refer this request back to staff and/or the owner for additional information.

**CITY MANAGER'S RECOMMENDED ACTION:**

**Staff has determined that the proposed plat of survey satisfies all Subdivision Code requirements for a boundary line adjustment of existing lots and has made a preliminary decision of approval. No conflict exists with the existing UCRM zoning standards as a result of the boundary line adjustment. The boundary line adjustment does not trigger any additional infrastructure improvements.**

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, thereby approving the proposed plat of survey.

**ADDENDUM**

**Plat of Survey for 1018 & 1022 North 2nd Street**

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

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

**Site Information:**

Owner: Adib Amini and Darajun Amini

Existing Street Addresses: 1018 N 2<sup>nd</sup> Street  
1022 N 2<sup>nd</sup> Street

Assessor's Parcel #: (1018) 0903484020  
(1022) 0903484010

**Legal Description:**

See Attachment D.

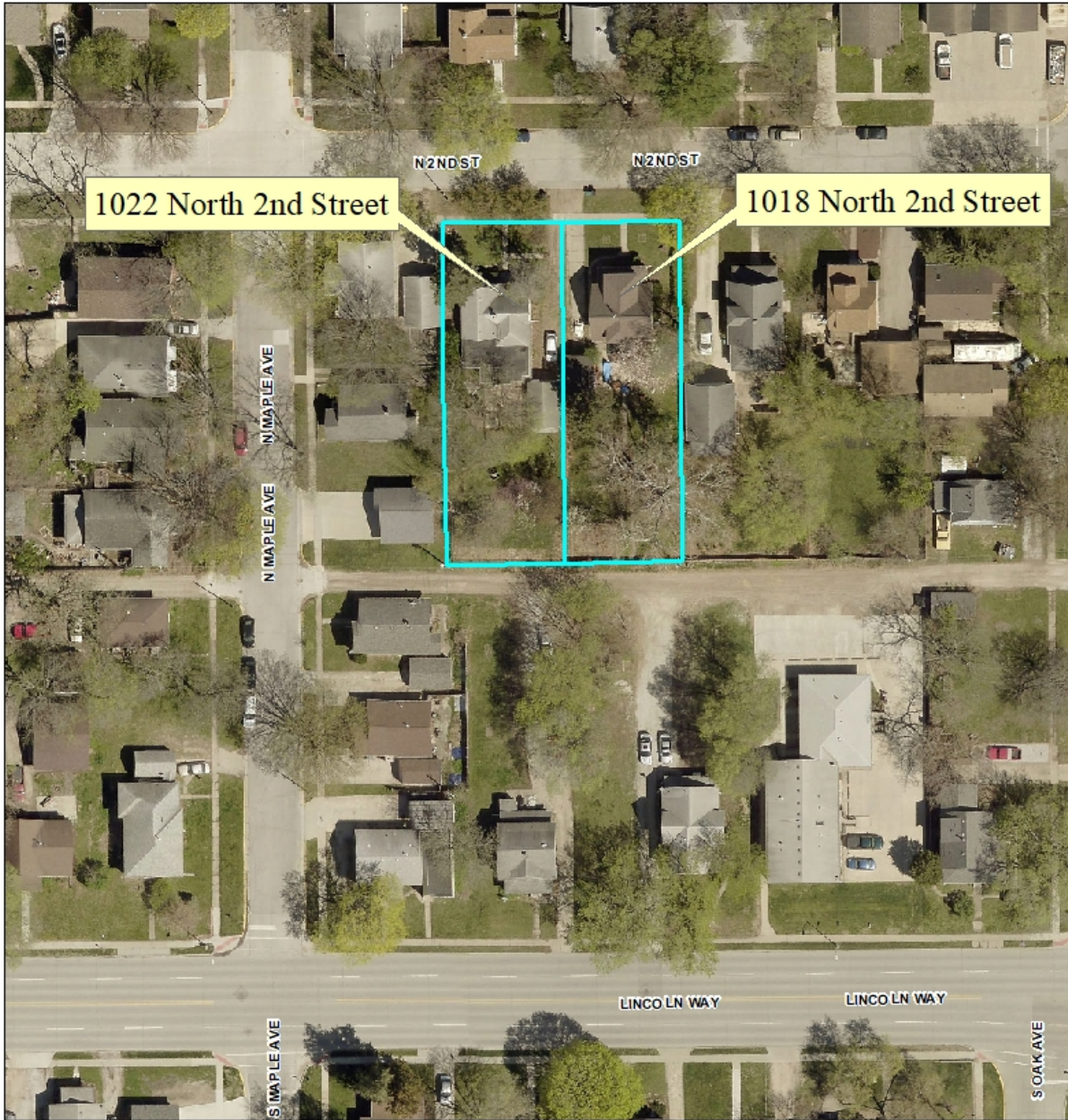
**Public Improvements:**

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

- Installed prior to creation and recordation of the official plat of survey and prior to issuance of zoning or building permits.
- Delayed, subject to an improvement guarantee as described in Section 23.409.
- Not Applicable. (No additional improvements are required.)

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

Attachment A- Location Map



Location Map  
1018 & 1022 North 2nd Street





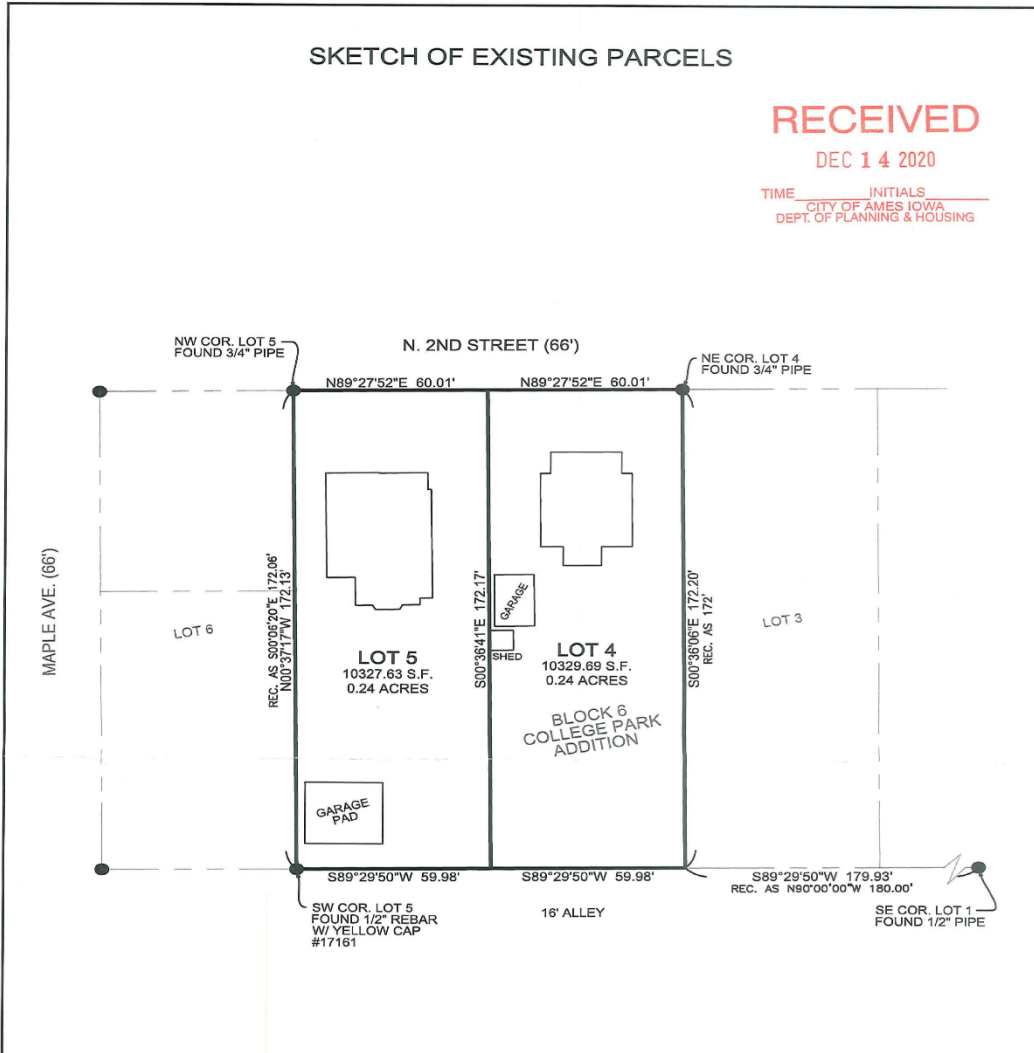
# Attachment B - Existing Conditions

## SKETCH OF EXISTING PARCELS

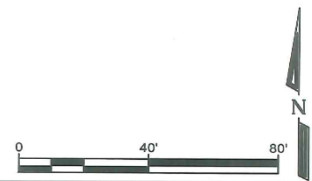
**RECEIVED**

DEC 14 2020

TIME \_\_\_\_\_ INITIALS \_\_\_\_\_  
 CITY OF AMES IOWA  
 DEPT. OF PLANNING & HOUSING



Property Description:  
 Lots 4 and 5, Block 6, College Park Addition, City of Ames, Story County, Iowa.



**FOX engineering**

FOX Engineering Associates, Inc.  
 414 South 17th Street, Suite 107  
 Ames, Iowa 50010  
 Phone: (515) 233-0000  
 FAX: (515) 233-0103



## Attachment D- Legal Descriptions

### Survey Description - Parcel B:

Part of Lot 5 in Block 6 of College Park Addition to the City of Ames, Story County, Iowa, being more particularly described as follows: Beginning at the Northwest Corner of said Lot 5; thence N89°27'52"E, 51.56 feet along the north line thereof; thence S00°37'17"E, 117.16 feet; thence S89°29'50"W, 19.56 feet; thence S00°37'17"E, 55.00 feet to the south line of said Lot 5; thence S89°29'50"W, 32.00 feet to the Southwest Corner thereof; thence N00°37'17"W, 172.13 feet to the point of beginning, containing 0.18 acres.

### Survey Description - Parcel C:

Lot 4 and part of Lot 5, all in Block 6 of College Park Addition to the City of Ames, Story County, Iowa, all together being described as follows: Beginning at the Northeast Corner of said Lot 4; thence S00°36'06"E, 172.20 feet to the Southeast Corner thereof; thence S89°29'50"W, 87.96 feet along the south line of said Lots 4 and 5; thence N00°37'17"W, 55.00 feet; thence N89°29'50"E, 19.56 feet; thence N00°37'17"W, 117.16 feet to the north line of said Lot 5; thence N89°27'52"E, 68.46 feet to the point of beginning, containing 0.30 acres.

**COUNCIL ACTION FORM**

**SUBJECT:** INDOOR AQUATIC CENTER CONCEPT UPDATE

**BACKGROUND:**

Over the years, Ames residents have been asked to vote on two proposals that included an indoor aquatic center. The 2003 Rec Plex referendum was defeated and the Healthy Life Center (HLC) was voted down in 2019. Since Municipal Pool is scheduled to be demolished in the spring of 2022, providing a new indoor aquatic center is a priority for City Council and the Parks and Recreation Commission.

**Therefore, on December 8, the City Council directed staff to proceed with preparing a conceptual design for an indoor aquatic center as part of the Iowa Reinvestment District Program (IRDP) application process. Through this program, it is hoped that it will be possible to finance construction of an aquatic center with a combination of State tax rebates from the reinvestment district and private donations.**

The aquatic facility would be required to be located within the boundaries of the reinvestment district, which limits the potential locations. The proposed aquatic center would be located at 122 North Oak Avenue. This property is currently owned by the Iowa Department of Transportation (DOT), but DOT intends to vacate the buildings and consolidate operations on the south side of Lincoln Way in the future.

On February 9, City Council will receive a complete Reinvestment District application update before staff finalizes the application, including the indoor aquatic center concept. The deadline to submit a preliminary application for this program is February 22. **To prepare the information needed for the preliminary application, the City hired RDG Planning and Design to create a concept, using the aquatic portion of the Healthy Life Center as a base.**

Since there was plenty of public input related to aquatic features included in the HLC design, staff decided not to conduct public input related to the features. **However, staff did meet with the Oak to Riverside Neighborhood Association to share the indoor aquatic center concept and provided an opportunity for the general public to comment on the concept at the January 21 Parks and Recreation Commission meeting.**

**SITE ANALYSIS:**

RDG completed a site analysis and provided the following information:

- The site is approximately 360' by 354' (2.91 acres)

- Two buildings are currently on the site with a footprint of 17,700 square feet
- Approximately 125 parking spaces
- Overhead wires run through the middle of the property from east to west

**Taking this information and City requirements for greenspace, RDG estimated an aquatic center with a footprint of 30,000 square feet and 150 parking spaces could fit on this site.**

Staff contacted the DOT to determine if the buildings had asbestos or if abatement had already taken place. The following information was received regarding asbestos and two other environmental items related to the site.

**Asbestos** – Per an email from Mike Harvey, Director of Support Services for DOT:

*“As you are aware both buildings were extensively remodeled subsequent to acquisition by the DOT and by my understanding this involved gutting the interiors down to bare walls. Any asbestos issues prior to those remodels are not known by this office but various materials have been sampled since that time in relation to minor remodeling projects. No asbestos has been identified in those samples which included roofing, insulation, flooring, drywall and joint compound and ceiling materials. Although no comprehensive asbestos inspection has been performed since the original remodels, no asbestos-containing materials are known to be present.”*

**Ames College Park Former Manufactured Gas Plant** – Alliant Energy and its consultant, GHD, have been investigating contamination associated with the former gas plant which had operated north of the DOT property. A number of monitoring wells have been installed including three located on the DOT’s property. These three wells have not had any detections of contamination in four sampling events performed in 2019 and 2020. In November 2020, GHD submitted an overall investigation summary report to the Iowa Department of Natural Resources (DNR) with a request for approval to terminate all groundwater monitoring. Assuming the DNR provides approval, Alliant Energy/GHD will be required to properly close the monitoring wells.

**Underground Tanks** – In 1998, a previously unidentified 2000 gallon underground storage tank was discovered in the southwest corner of the DOT’s property. It was determined to have been used to store fuel oil for the former St. Cecilia school. The tank was removed and soil sampling did not identify any contamination.

## **INDOOR AQUATIC CENTER CONCEPTUAL DESIGN:**

Before starting the design, staff met with RDG to discuss several items to consider regarding the site and placement of the new aquatic center. Attachment A provides a graphical picture of these items which are summarized below:

**Building location** – it was determined the building should be situated on the south end of the property to provide prominent views for people moving along Lincoln Way

**Parking** – this should be located to the north

**Traffic** – the design should encourage people to use the controlled intersection at Lincoln Way and North Elm to minimize traffic on North Oak

**OPTIONS CONSIDERED:**

The following two options were given consideration:

**Option 1 – Single-Level Aquatic Center**

City Council directed staff to develop a concept for an indoor aquatic center and this is reflected in Option 1 which is shown in Attachment B. The building is 31,300 square feet located on the southwest portion of the property. It includes a six-lane lap pool, a zero-depth entry pool with a current channel, a wellness/therapy pool, a large enclosed slide that begins and ends inside the building but also goes outside, a smaller slide for younger children, locker rooms (men’s, women’s, and eight universal/family change rooms), two gender neutral restrooms, some office space, and support spaces (storage, equipment room, etc.). Parking for 140 vehicles with entrances/exits from North Elm and North 2<sup>nd</sup> Street is included. Approximately 30% of the site is green space. Opportunities for future expansion exist to the east of the building or by building over the parking lot to the north.

**Option 2 – Two-Level Aquatic Center with Additional Features**

Attachment C shows Option 2, which has 32,100 square feet on the first level and 11,600 square feet on the second level. **This option was considered to determine the cost of adding additional features to the facility.**

The first level has the same features as Option 1 with the addition of stairs and an elevator. The second level features a multi-purpose room, a walking area (9.5 laps per mile), a social area, storage, and two gender neutral restrooms. Approximately 30% of the site is green space and opportunities for expansion also exist to the east of the building or by building over the parking lot to the north.

**COST:**

The cost estimates in 2022 dollars for both options are shown in Attachment D are as follows:

Option 1	\$22,805,000
Option 2	\$27,494,000

These estimates include construction, storm water storage under the parking lot, land acquisition, demolition of buildings, and parking, FF&E, design fees, other costs (soils, survey, testing), and a 15% contingency. Also included are several alternates related to managing storm water, increased structural steel and footings to accommodate adding a second floor in the future (Option 1), and shortening the size of the walking area (Option 2).

**OPERATIONAL EXPENSES AND REVENUES:**

**A comprehensive study of expenses and revenues has not been done for this concept due to time constraints.** However, since this proposed aquatics facility uses largely the same indoor aquatics components as the Healthy Life Center concept, the aquatics portion of the Healthy Life Center cost estimates can be used as a guideline. The aquatics operational overview from the Healthy Life Center project was:

Expenses	\$1,213,566
Revenues	\$ 749,471
<b>Subsidy</b>	<b>\$ 464,095*</b>

\*Estimated based on Healthy Life Study, will need to be refined.

**The amount of subsidy needed for the aquatic center may be higher or lower. However, it is certain that a significant subsidy in some amount will be required.** Additionally, a fee schedule, scholarship program, and hours of operation will need to be developed if this project moves forward.

**OUTREACH:**

Neighborhood Meeting

On January 20, 2021, a virtual meeting was held with the Oak to Riverside neighborhood. Staff worked with the neighborhood association representative to notify the neighborhood of the meeting. Approximately 500 letters were sent to this neighborhood to ensure everyone in the area received notification. Fifteen people attended. Staff gave an overview of the project and then asked participants for feedback. The comments received are summarized in Attachment E.

Overall, the sentiment was positive regarding the aquatic center. However, there were threads of concerns which are summarized below:

**Traffic** – concerns were voiced about the increased traffic related to the aquatic center and the impact it will have on the neighborhood streets, especially North 2<sup>nd</sup> Street. Safety for area residents and children was expressed.

**Parking** – since many houses along North 2<sup>nd</sup> Street do not have driveways, residents must park on the street. There was concern regarding aquatic center participants parking in the neighborhood and taking parking away from neighborhood residents.

**Storm Water** – some discussion was had regarding the safety and aesthetics of a detention pond versus underground storm water management.

**Affordability** – one participant spoke about the affordability of admission fees and passes for this facility.

#### Parks and Recreation Commission Meeting

The indoor aquatic center concept was shared with the Commission at its January 21, 2021 virtual meeting and there was an opportunity for public comment. Although there were five who attended the meeting, only one asked questions:

- Will solar panels be considered for this facility?
- Was there discussion about reusing the existing larger building?
- Could there be an incentive (10% discount) for walking, biking, or using CyRide to get to the center?

Commissioners liked the options and provided the following comments:

- Might be good to add the 2<sup>nd</sup> level option to accommodate additional programming needs.
- What would be the cost of adding a 2<sup>nd</sup> level in ten years versus doing it now?
- Could DOT parking areas be used for overflow parking?
- Consider using the southeast corner of the property as a drop-off loop for people to use.
- Would there need to be a referendum for this project?

#### **FUNDING:**

The indoor aquatic center capital cost is proposed to be funded through rebating the new state sales tax and hotel/motel tax generated in the Reinvestment District, plus donations. The Reinvestment District does not create new taxes; instead it redirects the state portion of tax revenues to the City to finance the repayment of bonds.

As of the writing of this CAF, there is not enough new information to report regarding the financial aspects of the project. It is staff's goal to provide this information at the February 9 City Council meeting.

#### **ALTERNATIVES:**

1. Accept the update on the preparation of the Indoor Aquatic Center concept and direct staff to proceed with preparation of the final concept design and cost estimates **regarding Option 1 (a Single-Level Aquatic Center)** for City Council review on February 9.



2. Accept the update on the preparation of the Indoor Aquatic Center concept and direct staff to proceed with preparation of the final concept design and cost estimates **regarding Option 2 (a Two-Level Aquatic Center with Additional Features)** for City Council review on February 9.
3. Provide direction to staff and RDG on issues to address or desired changes prior to completing the final concept design for City Council approval on February 9.

**CITY MANAGER'S RECOMMENDED ACTION:**

The concepts presented by RDG are based on the aquatic portion of the Healthy Life Centers design. A lot of public outreach had been done prior to finalizing the aquatic components included in the HLC. For this reason, staff feels the aquatic components reflect what is desired by residents.

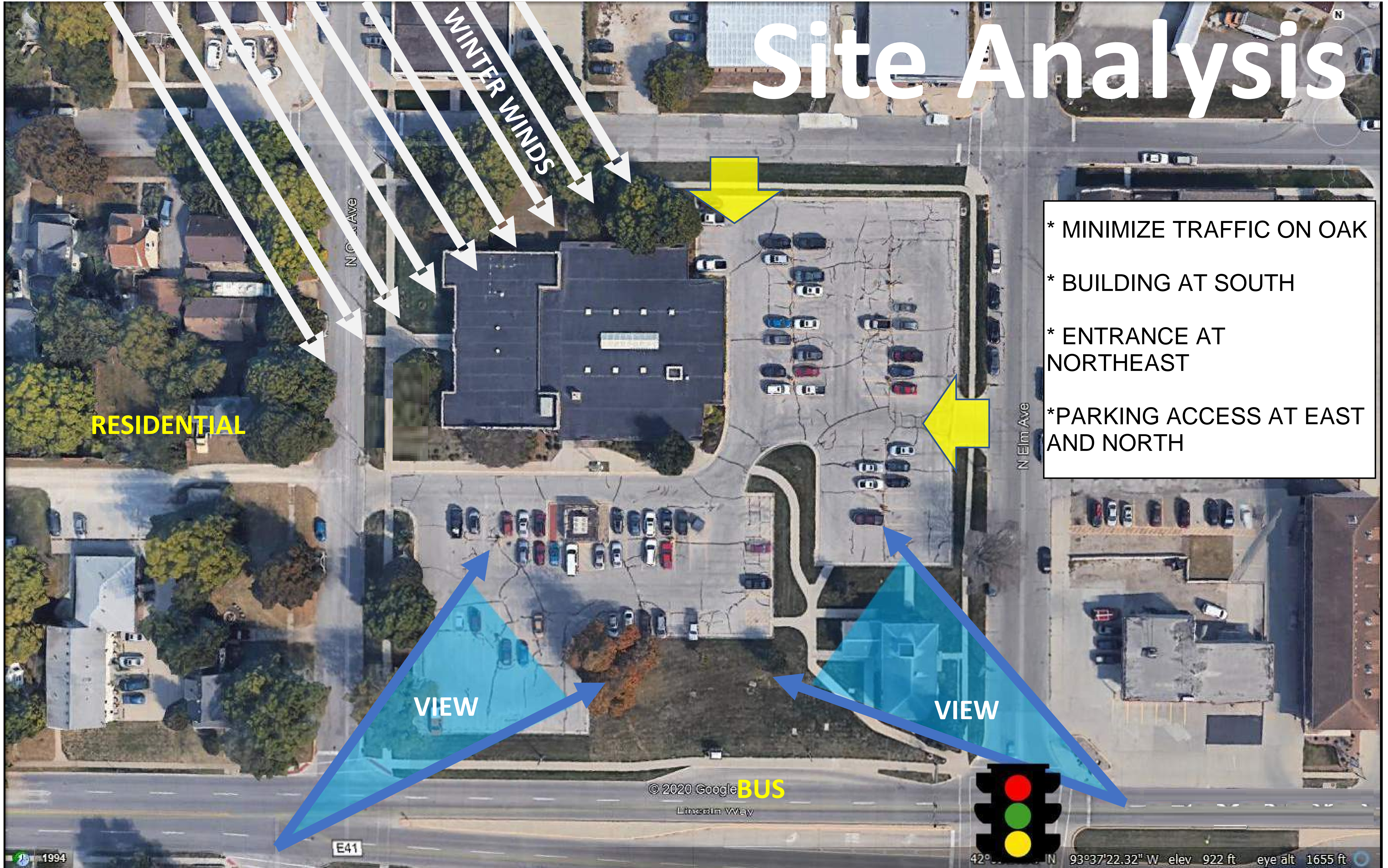
**The question for the Council is whether Option 1 or Option 2 is the preferred path to move forward.** An indoor aquatic center is a priority for City Council and that is what is presented in Option 1 at an estimated cost of \$22,805,000. If \$10,000,000 in donations is secured, that leaves \$12,805,000 to be covered by the tax rebates. **Staff is not certain at this time if the level of tax rebate funding generated from the Reinvestment District projects and the amount of donations secured will cover the cost of either option.**

Option 2 comes at a cost of \$27,494,000. Although this option does include additional amenities which would cost less to build now rather than in the future, the potential funding shortfall is only increased compared to Option 1. Staff does not believe the additional \$4,689,000 required to gain the multi-purpose room and walking tract justifies the additional cost.

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



# Site Analysis

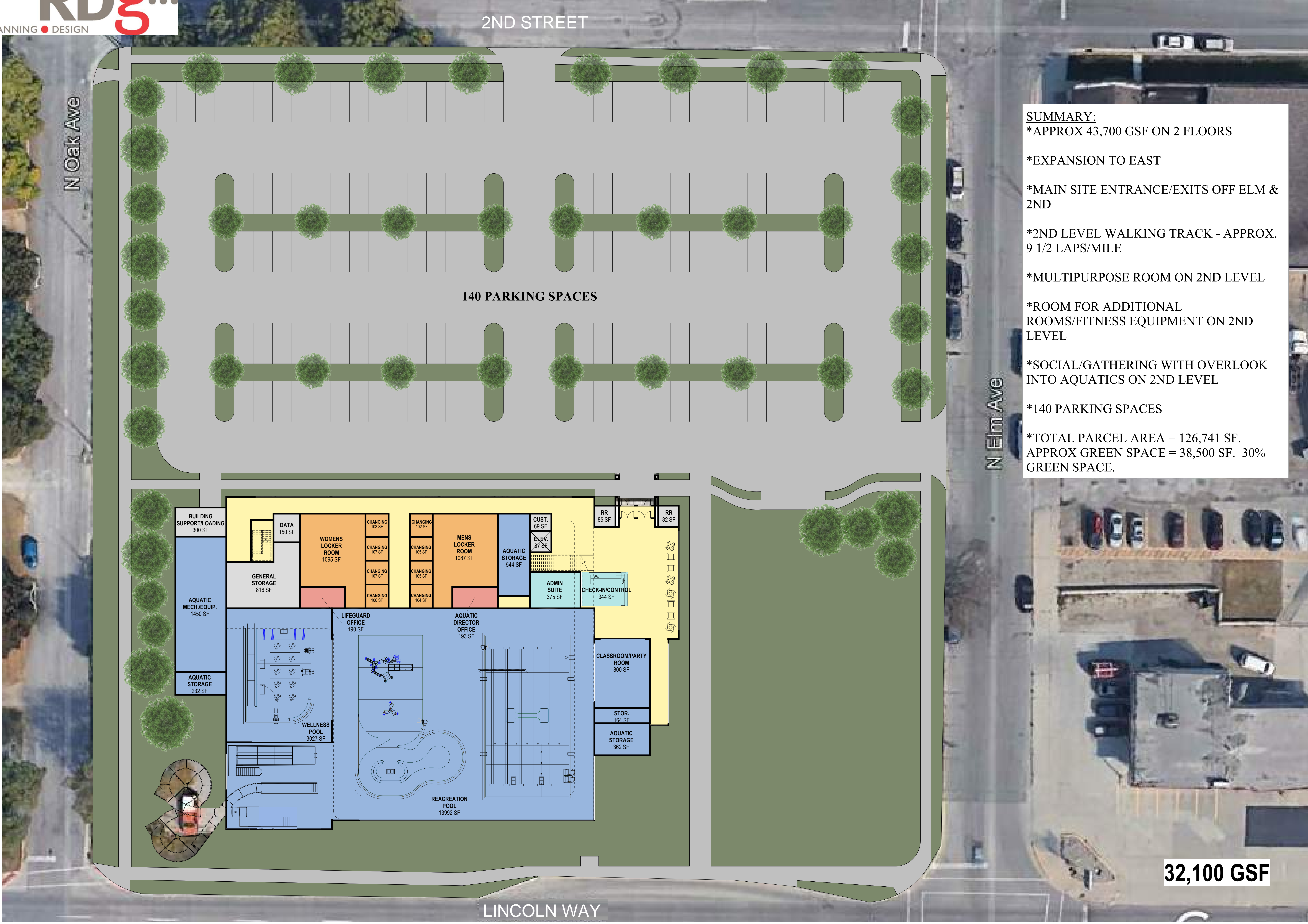


- \* MINIMIZE TRAFFIC ON OAK
- \* BUILDING AT SOUTH
- \* ENTRANCE AT NORTHEAST
- \* PARKING ACCESS AT EAST AND NORTH









**SUMMARY:**  
 \*APPROX 43,700 GSF ON 2 FLOORS  
 \*EXPANSION TO EAST  
 \*MAIN SITE ENTRANCE/EXITS OFF ELM & 2ND  
 \*2ND LEVEL WALKING TRACK - APPROX. 9 1/2 LAPS/MILE  
 \*MULTIPURPOSE ROOM ON 2ND LEVEL  
 \*ROOM FOR ADDITIONAL ROOMS/FITNESS EQUIPMENT ON 2ND LEVEL  
 \*SOCIAL/GATHERING WITH OVERLOOK INTO AQUATICS ON 2ND LEVEL  
 \*140 PARKING SPACES  
 \*TOTAL PARCEL AREA = 126,741 SF.  
 APPROX GREEN SPACE = 38,500 SF. 30% GREEN SPACE.

**32,100 GSF**





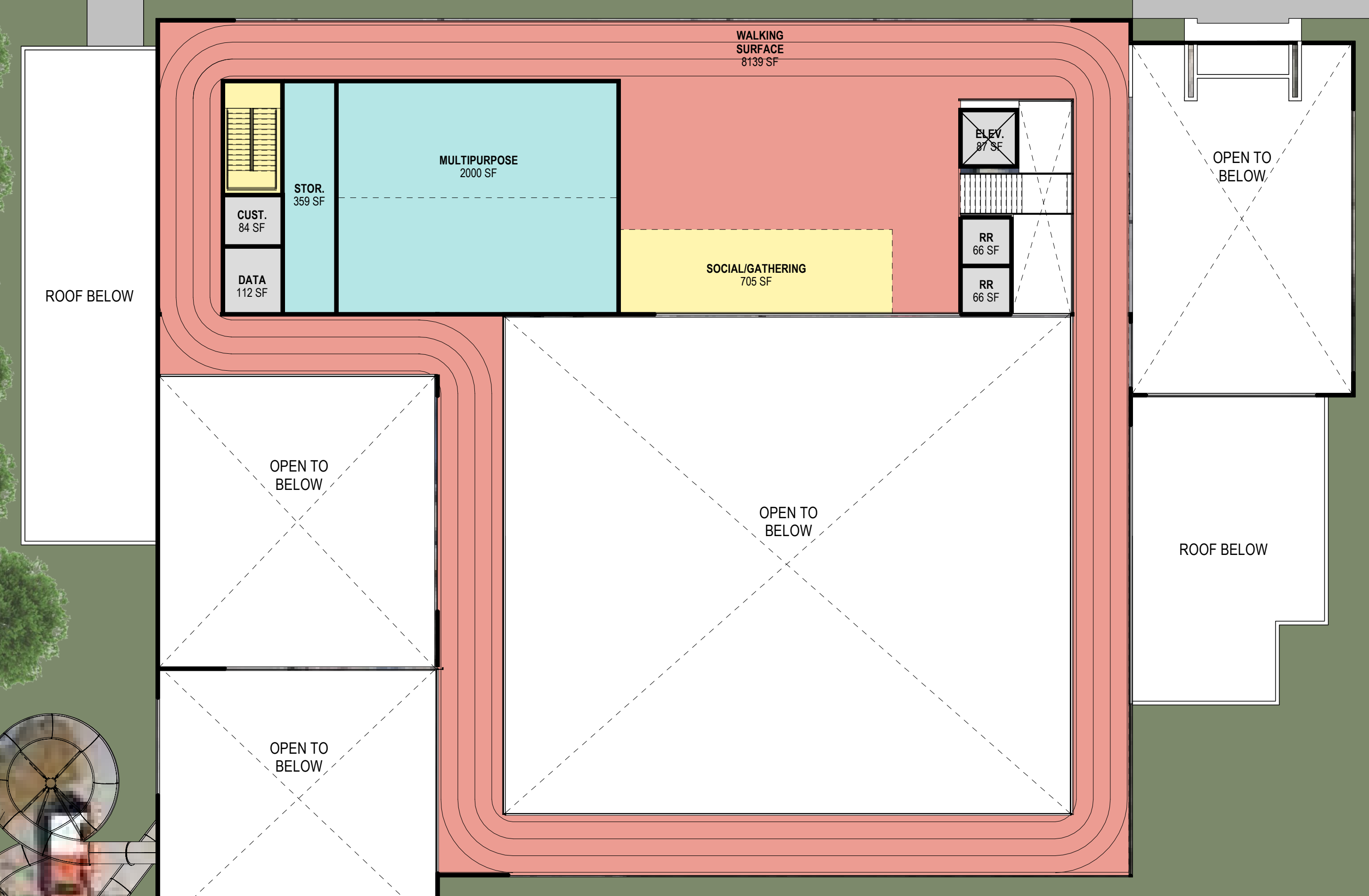
2ND STREET

N OAK AVE

N ELM AVE

140 PARKING SPACES

**SUMMARY:**  
 \*APPROX 43,700 GSF ON 2 FLOORS  
 \*EXPANSION TO EAST  
 \*MAIN SITE ENTRANCE/EXITS OFF ELM & 2ND  
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 \*140 PARKING SPACES  
 \*TOTAL PARCEL AREA = 126,741 SF.  
 APPROX GREEN SPACE = 38,500 SF. 30% GREEN SPACE.



**11,600 GSF**

LINCOLN WAY





**Ames Indoor Aquatics Estimate of Probable Costs**  
Indoor aquatics, One Level

Line	Item	Probable Cost Summary
1	Building (31,300 GSF)	\$ 13,900,000
2	Structure for future vertical expansion	\$ -
3	Site utilities, parking, grading, landscape, etc	\$ 1,120,000
4	Site stormwater under parking	\$ 516,000
5	Demolition of buildings and site	\$ 425,000
6	Asbestos abatement	\$ -
7	Land acquisition	\$ 2,000,000
8	FF&E	\$ 280,000
9	Design fees and expenses	\$ 1,200,000
10	Other soft costs (soils, survey, testing, etc.)	\$ 390,000
11	Contingency of 15%	\$ 2,974,000
<b>PROBABLE TOTAL PROJECT COST 2022</b>		<b>\$ 22,805,000</b>

**Alternates:**

1	Use above ground storm detention at SE corner of site.	Deduct	\$ 350,000
2	Oversize under parking detention to allow future 30,000 sf addition (15,000 per floor)	Add	\$ 150,000
3	Oversize under parking detention to allow future 40,000 sf addition over the parking area.	Add	\$ 20,000
4	Use above ground detention for phase 1 and assume future 30,000 sf (15,000 sf footprint) addition in SE corner. So demo 50% of parking to add under parking storage.	Add	\$ 850,000
5	Size building structural steel and footings to accommodate a future 11,600 SF upper level for multi-purpose room, gathering area, and 9.5 laps per mile walking track.	Add	\$500,000

**Ames Indoor Aquatics Estimate of Probable Costs**  
Indoor aquatics, with second level multi-purpose room, and 9.5 laps per mile walking track.

Line	Item	Probable Cost Summary
1	Building (43,700 GSF)	\$ 17,678,000
2	Structure for future vertical expansion	\$ -
3	Site utilities, parking, grading, landscape, etc	\$ 1,120,000
4	Site stormwater under parking	\$ 516,000
5	Demolition of buildings and site	\$ 425,000
6	Asbestos abatement	\$ -
7	Land acquisition	\$ 2,000,000
8	FF&E	\$ 300,000
9	Design fees and expenses	\$ 1,480,000
10	Other soft costs (soils, survey, testing, etc.)	\$ 390,000
11	Contingency of 15%	\$ 3,585,000
<b>PROBABLE TOTAL PROJECT COST 2022</b>		<b>\$ 27,494,000</b>

**Alternates:**

1	Use above ground storm detention at SE corner of site.	Deduct	\$ 350,000
2	Oversize under parking detention to allow future 30,000 sf addition (15,000 per floor)	Add	\$ 150,000
3	Oversize under parking detention to allow future 40,000 sf addition over the parking area.	Add	\$ 20,000
4	Use above ground detention for phase 1 and assume future 30,000 sf (15,000 sf footprint) addition in SE corner. Demo and replace 50% of parking to add under parking storage.	Add	\$ 850,000
5	Shorten walking track at second level.	Deduct	\$ 1,500,000

## ATTACHMENT E

### Aquatic Center Neighborhood Meeting Notes

The meeting began at 6:32PM and concluded at 7:30 PM

#### Staff Present

Keith Abraham, Parks and Recreation Director

Julie Gould, City Planner

Kellee Omlid, Recreation Superintendent

Jill Burt, Aquatics Manager

Susan Gwiasda, Public Relations Officer

Abraham stressed that this meeting is for the neighborhood not the public.

Abraham shared information regarding the planned demolition of Municipal Pool.

Abraham went over the Iowa Reinvestment District Program and what the City's next steps are in creating the district. He also informed neighborhood participants the goal is for the tax rebate, private fundraising, and existing estate gift to fund an aquatic center without the need for a bond.

Abraham went over the site analysis and layout options of the aquatic center.

#### Q & A

**Public Question/Comment:** Traffic has denied zoning for this area in the past because there is no access from the east and limited access from the north. This will be an increase in traffic.

**Gould:** The adopted Lincoln Corridor Plan does call for a similar type of construction in this area.

**Public Question/Comment:** It is my understanding that this (aquatic center) will have a private owner. Is there already an owner?

**Abraham:** This facility would be owned and managed by the City.

**Public Question/Comment:** Will Oak be closed at Lincoln Way?

**Abraham:** No, Oak will not be closed. The design is planned to keep people off of Oak, not to close Oak.

**Public Question/Comment:** This project will change the traffic on North 2nd between Oak and North Hazel as Hazel is a controlled intersection. That will make a lot of traffic on N Hazel and Oak. Participant is not against the aquatic center but is anxious the City is not taking traffic into consideration.

**Abraham:** The City will have the traffic engineer investigate this. Abraham explained that this is a pre-application. If the application is moved forward there would be many things that need to happen before the final plans would be approved

**Public Question/Comment:** What is the timeframe that the DOT expects to sell?

**Abraham:** The DOT's timeline would be up to four years to finish renovations before the programs and activities could be moved. The DOT will work with the City and the Chamber if necessary so it could be within a year or two. Another option is that construction could start on the south side while the north building remains.

**Public Question/Comment:** Will the aesthetic character of the neighborhood be considered in the design of the building?

**Abraham:** No outside designs have been drawn yet. To the south there is the DOT, to the east there is the former gas station that is now a glass installer and the bank, Heuss Printing to the north as well as some residential on Oak. If you have specific thoughts, please contact me.

**Public Question/Comment:** What is the timeframe for the project?

**Abraham:** If the City were awarded the grant, the funding is there, and Council says yes to move forward, the end of 2021. With all of that in place we would be looking at June or July of 2022 to get design and specs ready to bid. Best case scenario would be to break ground at the end of 2022. Maybe completed by the end of 2023 or the beginning of 2024. Abraham stressed that this would be the best case scenario.

**Public Question/Comment:** Johnathan who lives on S Maple stated he feels building the one-story facility is short sighted. If you add on later, you will have to close part of the center or the parking lot. It will also add additional construction in the neighborhood. His opinion is that we should do the bigger facility.

**Abraham:** The City just lost a bond for the Healthy Life Center. If we do go larger there would probably be a bond referendum to offset any shortcomings in the funding.

**Public Question/Comment:** How many people can the facility hold at one time?

**Abraham:** The peak attendance would be during swimming lessons as there are several classes held at the same time. If every class had the maximum participants enrolled, we could have 164 students at one time. This would not mean 164 cars as there are siblings, families who carpool and people who walk or bike. Planning felt 140 cars would be sufficient for those peak times. The City can't guarantee that no one would park in the neighborhood and is trying to do what we can to keep parking out of the neighborhood.

**Public Question/Comment:** Adib lives on N 2nd St. His family would definitely love to have this pool and supports construction of this pool. He does agree about the increased traffic on North 2nd St. and wants the neighborhood to be safe. He also commented that the houses on the north side don't have driveways and want to be able to continue to park on the street in front of their homes.

He also commented that a retention pool would need a fence and may not look very nice.

From his perspective his family would like to have such a facility. He would also like the City to investigate the possibility of acquiring some of the neighboring industrial property as this is a prime area to have services.

He also wanted to stress that affordability is a question. He would like to see a yearly membership so families could go whenever they want. He asked the City to look at Reiman Gardens and other institutions like the Blank Park Zoo as those institutions are affordable for families. Abraham inquired how often his family used those passes. He answered that they go every couple of weeks to Reiman and to the Zoo when they have appointments in Des Moines.

**Abraham:** There would be annual passes available.

**Public Question/Comment:** We think this would be an awesome addition, especially if we can control the traffic.

**Abraham:** No additional comments or hands up.



**COUNCIL ACTION FORM**

**SUBJECT: DOWNTOWN PLAZA CONCEPT UPDATE**

**BACKGROUND:**

The City Council discussed features and amenities for a new Downtown Plaza at its November 24<sup>th</sup> meeting. Subsequently, on December 8<sup>th</sup>, the City Council directed staff to proceed with preparing a conceptual design for a plaza at the site located across from City Hall known as Parking Lot N (Attachment A) as part of the Iowa Reinvestment District Program (IRDP) application process. The plaza would not be directly funded by the IRDP but would serve as a local match for the City's IRDP project. On February 9<sup>th</sup> City Council will receive a complete Reinvestment District application update before staff finalizes the application, including the plaza concept. The deadline to submit a preliminary application for this program is February 22<sup>nd</sup>.

The City hired Confluence Landscape Architecture and Planning to help create a concept for the Lot N site that addresses the goals for the project as a new amenity and attraction to Downtown. The scope of work outlined the City Council's ideas for features to include in the concept. Confluence has worked with the City team to address these City Council interests and refine a concept for public comment before finalizing the project for the Reinvestment District application.

**CITY COUNCIL GOALS FOR THE PLAZA:**

City Council established a task as part of its 2020 goal-setting for creating a new community space Downtown in 2021. City Council discussed goals and features for a plaza as part of its November 24<sup>th</sup> meeting. The following ideas were given to Confluence to inform the conceptual design of the plaza.

1. Year round use of space (dancing water, flowing water, and ice skating)
2. Ability to host smaller events, such as musical performances  
(not to compete with Bandshell productions)
3. Public Restrooms
4. Uses for those of all ages
5. Parking around the Plaza
6. Shelter/Shade Structure
7. Kinetic features
8. Hang out space/seating areas
9. Artwork as interactive pieces of furniture
10. Not all concrete, green space with trees and plantings
11. Innovative design, rather than traditional

## **PLAZA CONCEPTUAL DESIGN:**

The context of the site is critical to determining the design treatment to best achieve the overall goals for the project. Staff and Confluence approached the site through the lens that the plaza is the first investment in public space for Downtown that can expand and include other changes over time as redevelopment occurs in the vicinity. Attachment B depicts this long-term vision for the relationship of the plaza to Downtown. The fundamental approach to the layout of the Plaza is to treat 5<sup>th</sup> Street as the primary entrance and connection to Downtown with the affiliation to City Hall as a secondary point of emphasis.

Confluence has prepared a conceptual design for the site that incorporates a substantial number of ideas initially identified for the site (Attachment C). The focal points for the project include running water features in the north that flow through plaza as a “runnel” connecting to spray water features at the south. This large space at the south end of the site would also be the location of a skating facility. The skating facility is a ribbon design to emphasize the social and recreational aspect of the use and to make it unique from other skating facilities. If the ribbon design is not viable, the same space can be used for a more traditional open ice-skating area. Staff and Confluence are also exploring using synthetic ice for the facility.

**The design also incorporates bike parking along the south edge, opportunities for food trucks or pop-up retail along 5<sup>th</sup> Street, swinging seats, a support building with restrooms, a signature public art piece, a small built-in platform for performances, and various seating areas with a substantial amount of green space.** The plaza concept plan along with summer and winter renderings are included as Attachment C. A presentation about the plaza concept can be found at [www.cityofames.org/downtownplaza](http://www.cityofames.org/downtownplaza).

## **OUTREACH:**

The primary outreach tool was community input was the meeting held via Zoom on January 21<sup>st</sup>. Staff promoted this meeting with advertisements in the Sun, social media, flyers, signage, and radio interviews. **The recording of the presentation and meeting are still available online at [www.cityofames.org/downtownplaza](http://www.cityofames.org/downtownplaza). A quick poll and additional comment opportunities are available on the website.** Multiple social media posts on Facebook and Instagram generated additional comments about the project leading up to the meeting on January 21st.

Social media has generated a substantial number of views building general awareness of the project. Eight posts have occurred to date on Facebook resulting in 9,000 to 15,000 views of the posts. Each post generated a number of quick reactions about the feature of the post, such as a water feature, location, art, etc. Each post also generated written comments. Instagram had fewer followers than Facebook with posts ranging from 700 to 1,100 views, with very few comments. All of these posts are still up for anyone that is interested in viewing the reactions.

Staff would characterize this initial input that occurred before the public meeting as having a substantial number of positive reactions and likes. Written comments commonly address more specific issues or concerns that include negative responses about the project. The majority of comments can be categorized as relating to the following issues:

- Loss of parking spaces
- Question about need for the use and its location away from Main St.
- Cost of the facility
- Other priorities for funding
- It would be a Downtown Amenity
- Positive connection to Downtown
- Water features are desirable
- Great for all ages and kids

The January 21<sup>st</sup> Zoom meeting reached approximately 90 people through a combination of Zoom, YouTube, and Facebook Live, and Ch. 12. During the presentation there were a number of quick polls about specific attributes and features for the plaza, about 50 people participated in the quick polls. At the end of the meeting we responded to a number of questions on a broad range of topics. The interactions during the meeting are included as part of the presentation posted on the Downtown Plaza webpage. General feedback was positive about the design concept and the combination of features. The quick polls results favored the ribbon ice skating facility, flowing water features, support for variety of activities and amenities, bicycle parking, and allowing for food trucks or pop up retail. Questions related to parking, cost, specific design features, public art, wi-fi, maintenance, seating areas, connections to Downtown, types of events, allow for food trucks, and accessible and inclusive design elements.

The feedback to date is very preliminary and staff will provide a more in-depth summary with the February 9<sup>th</sup> report on the project as the concept was just made available for public review on Thursday night.

**PARKING:**

As a result of constructing the plaza, all 86 parking stalls in Parking Lot N would be removed.

<b>Existing Lot N - Parking Stalls</b>	
Short Term-Free	12
ADA	3
Reserved	30
Metered 10-hr	41
<b>TOTAL</b>	<b>86</b>

**In its place, staff has directed Confluence to show the addition of new angled parking along the west side of Clark Avenue to provide “front door” customer parking for City Hall. This change would total approximately 18 spaces.** This change to add parking along the west side of Clark will require the current drive-through drop box to be relocated in front of City Hall. Staff has explored alternatives for relocation and identified retaining the drop box as a walk-up facility only or to locate it in a new median

on Clark with drive-through access. The current concept includes the drive-up median option on the north half of Clark Avenue.

Angled parking with meters will be retained along the 5<sup>th</sup> Street frontage with one adjustment to the current configuration to test back-in angled parking. Back-in angled parking is new to Ames, but present in other urban environments, such as Des Moines. The pilot project of back-in parking fits with the interface of the Plaza and provides safety benefits to users, especially bicyclists.

**Staff will be recommending to the City Council during the February budget hearings another opportunity for adding additional parking to benefit Downtown, regardless of Plaza project. The City owns three lots located at 519, 525, and 601 6<sup>th</sup> Street, north of City Hall. As part of the Annual Action Plan, these properties, which were purchased with CDBG funds, are planned to be sold at market value. The revenue from the sale is intended to be used to finance a portion of the development costs for affordable housing at 321 State Avenue. In lieu of selling these properties to a third party, it will be staff's recommendation that the City purchase these properties at the appraised value of \$198,000 to reimburse the CDBG program and convert the property to a public parking lot.**

These 6<sup>th</sup> Street properties are strategically located across from City Hall and provide a great opportunity for the City to have flexibility to meet future parking needs for City Hall and Downtown in general. The cost to develop the 6<sup>th</sup> Street site with a standard surface parking lot with 67 spaces is estimated at approximately \$330,000 (Attachment D). **If this property is developed as parking in combination with the new parking on Clark Avenue, there would be 85 spaces replaced in Downtown.** These improvements along with Clark Avenue changes are proposed to be programmed as City Hall facility improvements separate from the plaza.

### **FUNDING:**

The Downtown Plaza is current a project within the CIP with a budget of \$2.7 million dollar over two-year period. The current design concept includes a number of features with highly variable costs, such as the public art, ice skating facility, water features, and support building. The working estimate for this concept ranges from \$3 million to \$4 million. Confluence will provide a more precise cost estimate for the project as part of final refinements for February 9<sup>th</sup>.

### **ALTERNATIVES:**

1. Accept the update on the preparation of the Downtown Plaza concept and proceed with preparation of the final concept design and cost estimates for City Council review on February 9<sup>th</sup>, and to proceed with planning for parking changes to Clark Avenue, 5<sup>th</sup> Street, and the site on 6<sup>th</sup> Street.

2. Provide direction to staff and Confluence on issues to address or desired changes prior to completing the final concept design for City Council approval on February 9<sup>th</sup>.

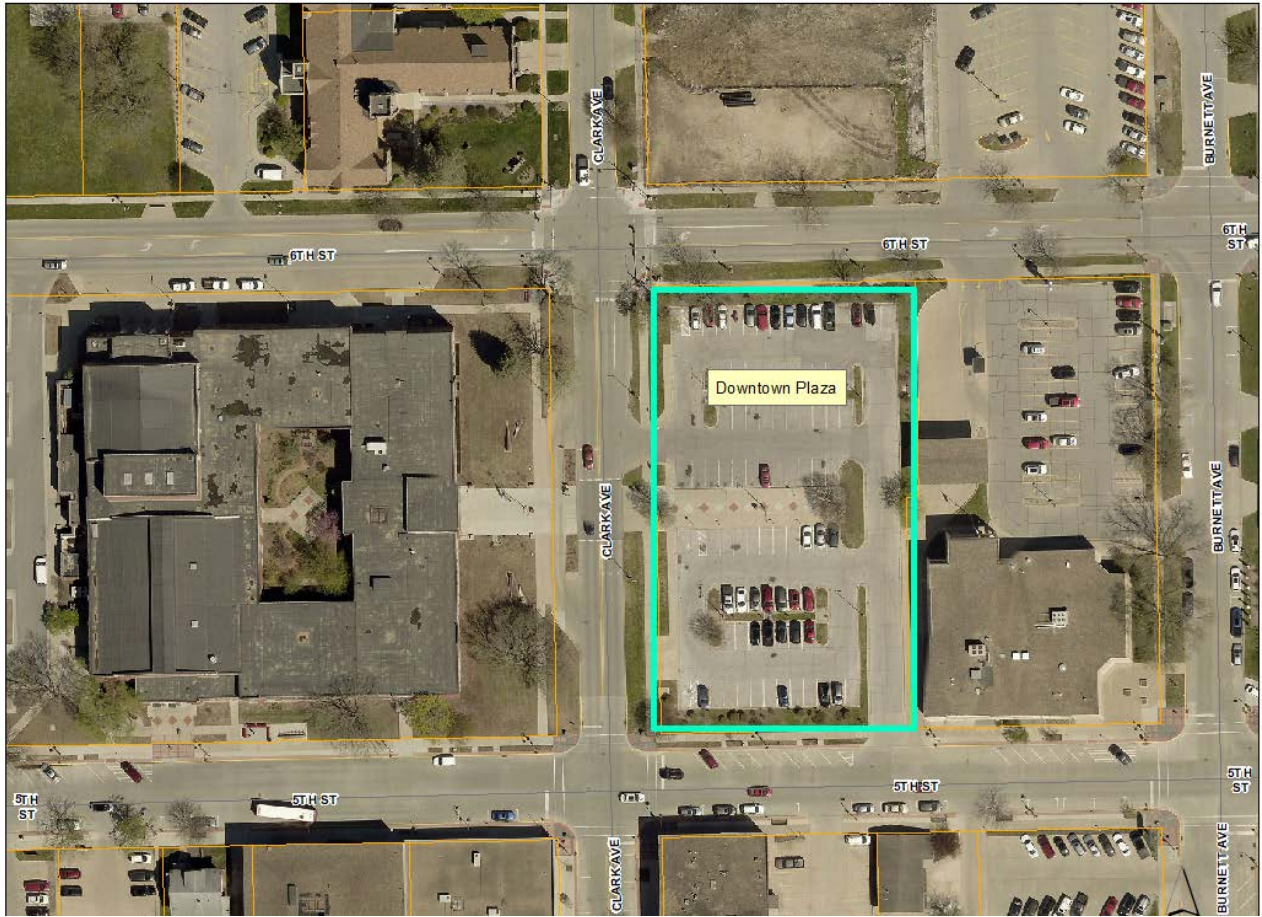
**CITY MANAGER’S RECOMMENDED ACTION:**

Based upon City Council’s initial direction, staff believes the current concept for plaza incorporates a wide variety of desired features and can become the amenity envisioned for Downtown. Staff supports the context approach of 5<sup>th</sup> Street as the “front” of the plaza and the approach of creating individual areas for a range of experiences that are cohesively tied together with walkways and water. The larger space for an ice-skating facility allows for the City to choose either the ribbon or a full open ice design during final design work.

The overall project cost estimate is variable at this time due to the wide range of choices in building size, public art, and ice-skating facilities. Despite the variability in the projected cost of certain features, staff does not believe it affects overall layout of the concept at this time and final decisions on specific features are best addressed at the time the City chooses to move forward with a final design and construction drawings.

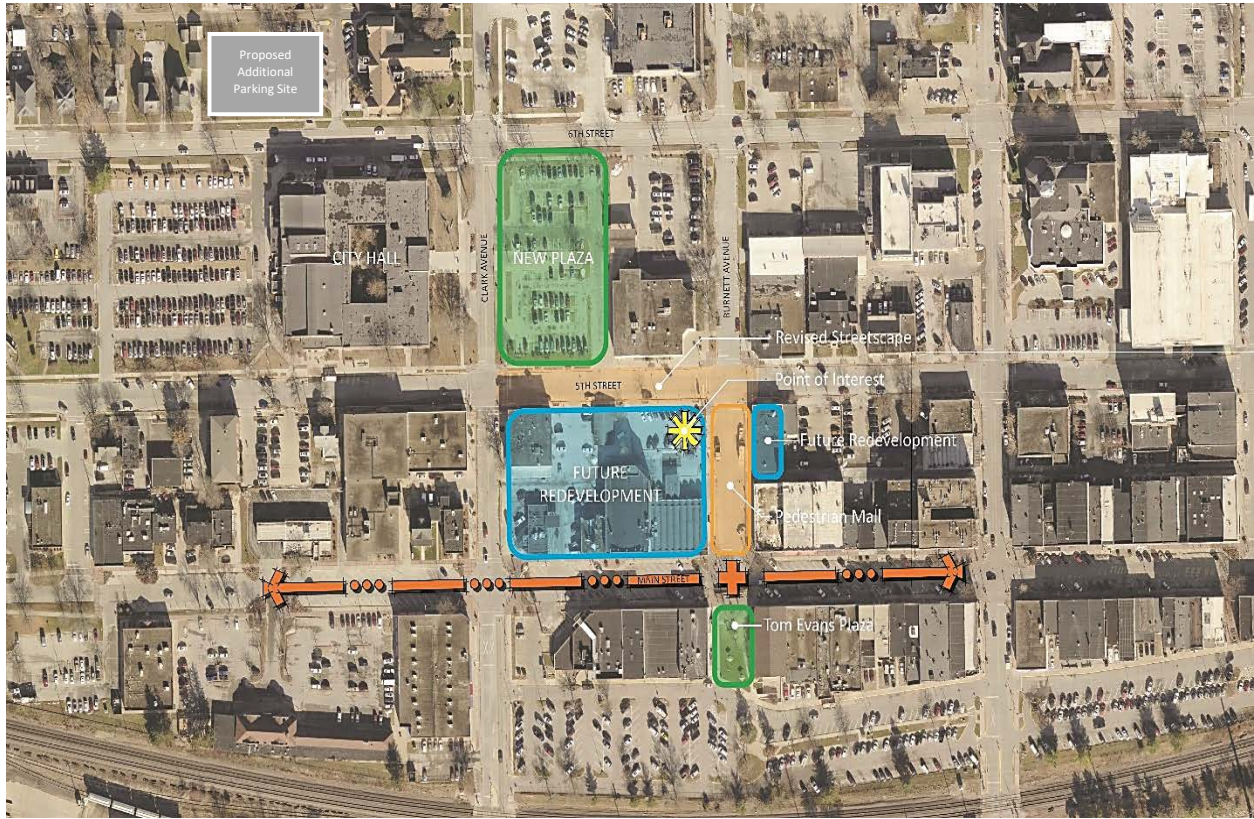
Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, as described above. It is important to note that this plaza project is a priority of the City Council regardless if we proceed with the Reinvestment District application.

Attachment A -Location Map





# Attachment B-Downtown Context and Future Vision



# Attachment C-Plaza Concept





## Downtown Ames Plaza Master Plan



 CITY OF  
AMES CONFLUENCE

## Downtown Ames Plaza Master Plan




 CITY OF  
AMES CONFLUENCE



# Downtown Ames Plaza Master Plan



 CITY OF Ames CONFLUENCE

# Downtown Ames Plaza Master Plan



 CITY OF Ames CONFLUENCE

Attachment D-6<sup>th</sup> Street Properties Parking Lot Design



**COUNCIL ACTION FORM**

**SUBJECT: PRAIRIE FIRE DEVELOPMENT PLAN UPDATE FOR 321 STATE AVENUE LOW INCOME HOUSING TAX CREDIT (LIHTC) PROJECT**

**BACKGROUND:**

City Council selected Prairie Fire as the developer of affordable rental housing for the City's 321 State Avenue affordable housing project. The City entered into an agreement on December 22, 2020 with Prairie Fire for preparation of an Iowa Finance Authority (IFA) LIHTC application submittal by March 12, 2021. The agreement provides that Prairie Fire will prepare an application to receive tax credits for the development of low income housing, and if they are awarded the state tax credits the City will then transfer Lot 27 of the Baker Subdivision to the developer to construct affordable apartment housing. (Subdivision Plat-Attachment A)

At the time of selection of the Prairie Fire proposal, City Council and staff identified desired adjustments to the project prior to submitting a final application to IFA. The development agreement also requires that Prairie Fire seek final approval from City Council of the development concept. Final City approval would occur only if Prairie Fire is awarded tax credits by the state.

Staff provided feedback to Prairie Fire and its architecture firm, Odimo, about the layout of the site and the appearance of the main apartment building presented in the original design. **City Council noted that it seemed bulky and the appearance of a flat roof did not work well together with the townhome design that was also part of the project.** The original information from October 27<sup>th</sup> is included as Attachment B.

**Odimo has addressed the comments with updates to the site plan and with adjustments to the primary apartment building (New Concept-Attachment C). The site plan has been modified to move the apartment building to the east near the driveway accessing the site. The townhomes are now divided into three groupings of buildings rather than two. The primary open space still remains along the west boundary of the site with parking situated along the east side. With the adjustments to the townhomes, the number of apartments can be increased from the original 36 units to 37 units by adding one additional 3-bedroom townhome apartment. Staff supports the updated site plan as addressing our comments regarding layout with the additional benefit of potentially adding one unit to the development.**

The architectural changes for the apartment building are significant. The original design was based on one building with the concept of a base that was differentiated from the top with the top levels set an angle. The apartment building also contains the community room on the first floor. **Odimo proposes changes to the building to break the building**

**up into three smaller connected buildings with varying roof forms. The design concept allows for a final design detail of either external or internal stairwell access to the upper units.** The building design will continue to include the community room on the ground floor and have apartment units addressed on Tripp Street as originally shown in the design.

**The building materials will continue to include brick as the primary 1<sup>st</sup> floor material along with other brick accents on the facades. The remaining siding will be cement board.** These are the same materials as will be used with the townhomes. High quality and durable materials are a requirement of the LIHTC process to maximize scoring. Final selection of colors and materials and refinement of the concept will occur upon approval of the tax credits by the state. **Staff believes the changes maintain a distinct architectural character for the project and address comments about bulk and appearance related to the first design.**

#### **ALTERNATIVES:**

1. Accept the update regarding the Prairie Fire Development Concept and proceed with preparation of the final LIHTC application.
2. Provide direction to the developer to adjust the design for City Council approval prior to submitting the final LIHTC application.

#### **CITY MANAGER'S RECOMMENDED ACTION:**

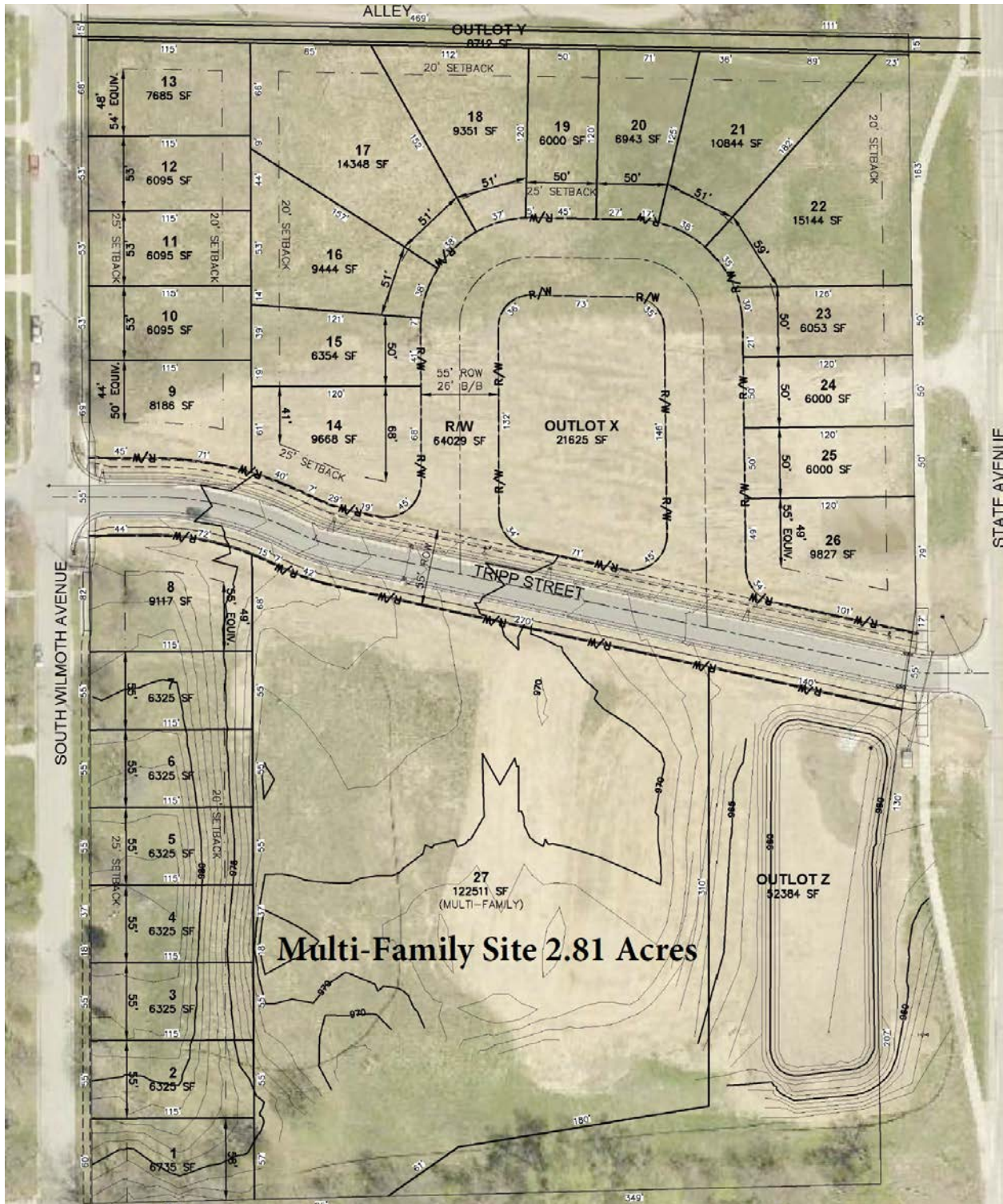
Prairie Fire, through its architectural firm Odimo, has updated the development concept from the original proposal selected on October 27<sup>th</sup>. **Although it is a conceptual design at this point to prepare the LIHTC application, approval of the update will fulfill the requirement of the development agreement on the design concept and become the basis for final design in the fall of 2021.**

City Council originally selected the proposal due to its variety of housing units, ample open space, a strong building to street connection and relationship, and a contemporary architectural appearance. **Staff finds the proposed plan changes maintain the integrity of the original concept and address concerns about location of the apartment building, opportunities for additional housing units, and changes to the architectural appearance of the principal apartment building.**

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

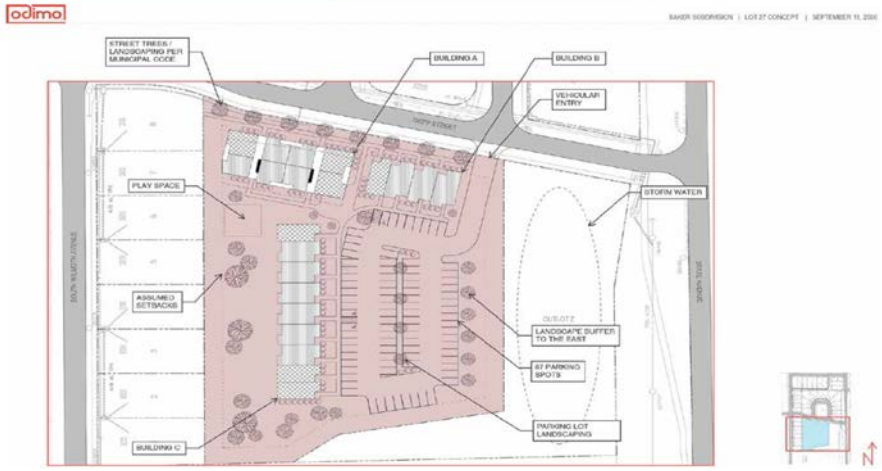


Location Map- Attachment A



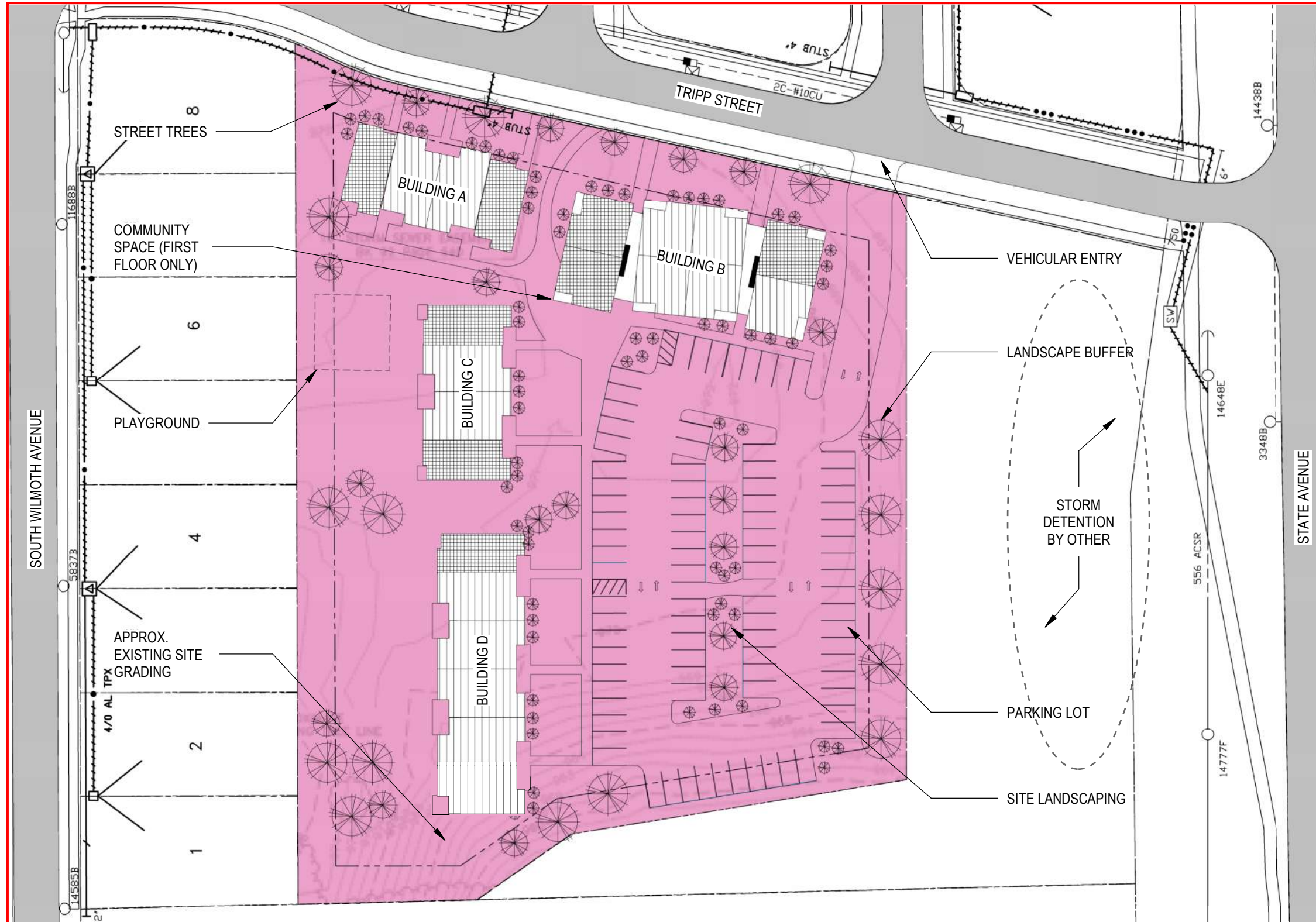
Attachment B-Original RFP Concept

Prairie Fire





Attachment C-Updated Concept January 2021

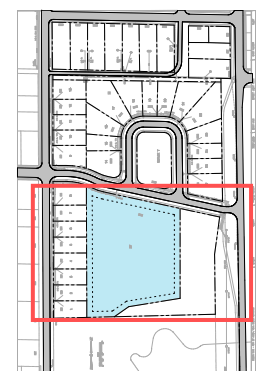


GENERAL NOTES:

- UNIT MATRIX - (37) UNITS TOTAL  
 - (8) 2 BEDROOM TOWNHOMES  
 - (15) 2 BEDROOM APARTMENTS  
 - (5) 3 BEDROOM TOWNHOMES  
 - (9) 3 BEDROOM APARTMENTS

PARKING: (87) REQUIRED  
 (87) PROVIDED

COMMUNITY ROOM: (1) PROVIDED







FIBER CEMENT LAP SIDING - COLOR 2

FIBER CEMENT LAP SIDING - COLOR 1

BRICK

PEDESTRIAN GREENWAY CONNECTOR TO TOWNHOMES / COMMUNITY SPACE

BRICK

FIBER CEMENT - COLOR 1

APARTMENT MAIN ENTRY

APARTMENT MAIN ENTRY

"FRONT DOOR" AESTHETIC AT ALL APARTMENT PATIOS







**COUNCIL ACTION FORM**

**SUBJECT: INITIATION OF ANNEXATION FOR 23959 580<sup>th</sup> AVENUE AND ADJACENT PARCELS**

**BACKGROUND:**

The City has received annexation petitions from three property owners representing 115.19 acres of land east of the Ames corporate limits, located at the northwest corner of Highway 30 and 580<sup>th</sup> Avenue (Attachment A). Staff has requested that the property owners submit waivers of the right to withdraw from annexation prior to proceeding with the process. Waivers have been received from the two property owners originally authorized by Council for annexation, Larson Leasing and LDY, LLC.

The annexation applications are in response to the City Council direction on July 28, 2020 regarding land at 23959 580<sup>th</sup> Avenue (formerly Caremoli). At that meeting, City Council voted to allow the property owner to move forward with an application to amend the Ames Urban Fringe Plan (AUFPP) from Industrial Reserve to Planned Industrial (PI) with a concurrent voluntary annexation application.

The property owner has submitted the required annexation application to begin the process. Additionally, an annexation application has been received for two parcels to the north, owned by LDY, LLC and a parcel to the west owned by Banker's Trust. At the time the LDY subdivision was approved, the property owner signed an Annexation Covenant stating they would apply to annex the property upon the City's request. The two LDY properties will need to be annexed concurrently with the property at 23959 580<sup>th</sup> Ave in order to connect to the City. Staff has requested and received an annexation petition for these properties. Additionally, the abutting Banker's Trust property to the west has petitioned to be part of this annexation. Both LDY, LLC and Banker's Trust are represented by Chuck Winkleblack.

In July 2020, City Council voted to allow the Fringe Plan designation at 23959 580<sup>th</sup> Avenue to change from Industrial Reserve to Planned Industrial. This initiation was necessary for all the area to be annexed to the City for consistency with the Fringe Plan. Since additional Voluntary Annexation applications have been submitted, staff has expanded the proposed Fringe Plan Amendment as shown in Attachment C.

In addition to the voluntary annexation request for the subject properties, there are a few neighboring properties abutting the site that could be included in an annexation to make a more uniform boundary along 580<sup>th</sup> Avenue and create an "80/20" annexation (where the area of non-consenting property comprises 20% or less of the area to be annexed). **These properties do not need to be annexed to avoid creating an island.** Staff has reached out to the adjacent properties along 580<sup>th</sup> Avenue to inquire if there is any interest

in being included with this annexation application. At this time, staff has not heard from any property owners. With the proposed change to the Planned Industrial designation in the Ames Fringe Urban Plan, none of these properties would be precluded from future annexation if they are not part of the annexation at this time. Staff does not believe an 80/20 annexation of these properties is necessary at this time.

Additionally, at the July 2020 meeting staff stated that the property would need to be rezoned once annexed. These properties would be eligible for either Planned Industrial or the new Intensive Industrial zoning district.

No City utilities will immediately serve these sites. Only one of the properties is currently developed (23959 580<sup>th</sup> Avenue), and the existing structures will be used and can continue with rural water service for the immediate future. **Prior to rezoning any of the three vacant properties from Agricultural to Planned Industrial, the issue of water and sewer service. This might require the property owners to seek a buyout of rural water service territory.**

The first step for annexation is for the City Council to accept the petitions and refer them to the Planning and Zoning Commission for a recommendation. Prior to approval of an annexation, the City Council is required to hold a public hearing. This annexation area is within two miles of the City of Nevada and will need a hearing with the state City Development Board to become final.

#### **ALTERNATIVES:**

1. Initiate the voluntary annexation of the four properties totaling 115.19 acres as a 100% voluntary annexation, subject to the receipt of a waiver to withdraw from annexation for all properties.
2. Initiate an 80-20 annexation of up to 135.23 acres, which includes 115.19 acres of consenting properties and some combination of non-consenting properties of up to 20.04 acres, in order to create more uniform boundaries, with the condition that the City will have no obligation to bear any cost of any improved infrastructure to the 135.23 acreage. Under this alternative, the City Council would need to identify the non-consenting properties to be included.
3. Refer this item back to staff for further information.

#### **CITY MANAGER'S RECOMMENDED ACTION:**

These lands are not in a designated Growth Area of the current Ames Land Use Policy Plan. However, given the proximity to the existing City boundary and plans for future growth with Ames Plan 2040, East Industrial Prairie View Industrial Park, and the future Highway 30 Interchange, annexation should be considered.

The abutting properties along 580<sup>th</sup> Avenue could be included for uniform boundaries and recognition that they would have frontage along a City street upon annexation of the other properties. However, in this case, including the properties is not necessary as non-consenting owners at this time to ensure no islands are created in the future when other lands to the east request annexation.

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

**ATTACHMENT A: LOCATION MAP**



**Annexation Location Map**

**ATTACHMENT B: ANNEXATION PLATS**

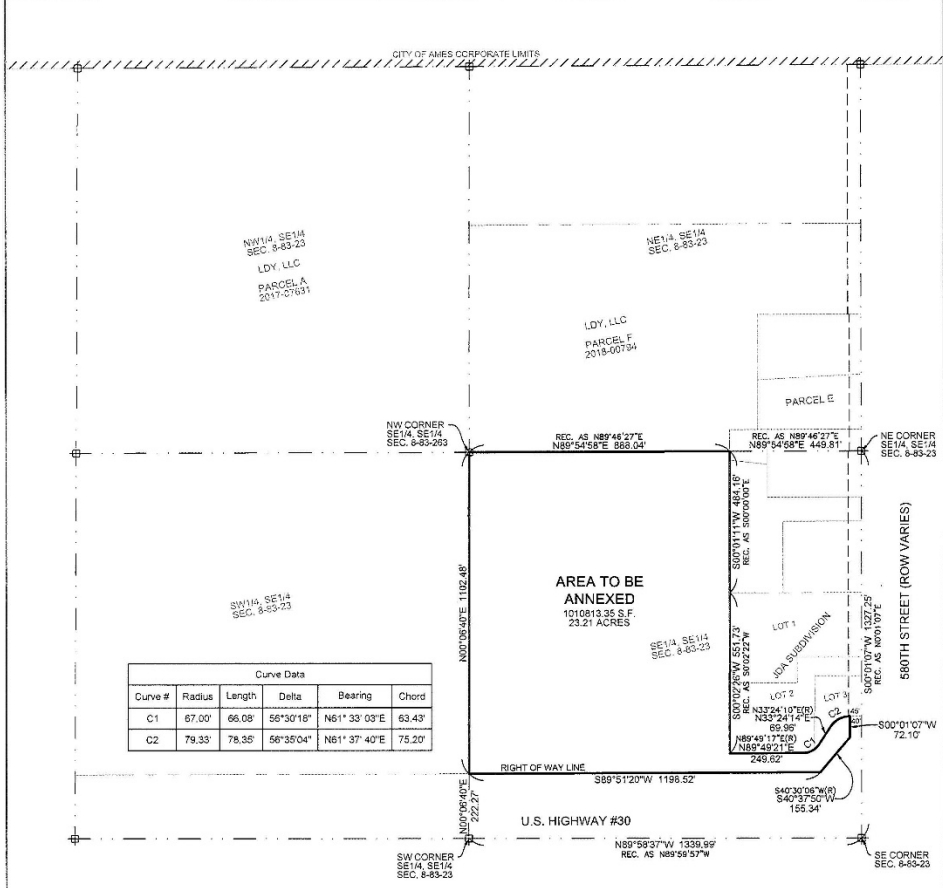
**ANNEXATION PLAT**

LOCATION: IN THE SE1/4, SE1/4 OF SECTION 8-83-23  
STORY COUNTY, IOWA

PROPRIETOR: LARSON LEASING, LC

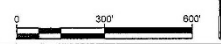
REQUESTED BY: SCOTT LARSON

SURVEYOR: R. BRADLEY STUMBO, PLS #17161  
FOX ENGINEERING ASSOCIATES, INC.  
AMES, IA 50010  
515-233-0000



**Survey Description - Area to be Annexed:**  
That part of the Southeast Quarter of the Southeast Quarter of Section 8, Township 83 North, Range 23 West of the 5th P.M., being more particularly described as follows: Beginning at the Southwest Corner of said Southeast Quarter of the Southeast Quarter; thence N00°06'40"E, 222.27 feet along the west line thereof to the north right of way line of U.S. Highway #30 and the point of beginning; thence continuing N00°08'40"E, 1102.48 feet to the Northwest Corner of said Southeast Quarter of the Southeast Quarter; thence N89°54'58"E, 888.04 feet along the North line thereof to the Northwest Corner of the East 450' of said Southeast Quarter of the Southeast Quarter; thence S00°01'11"W, 484.16 feet along said line to the Northwest Corner of JDA Subdivision; thence S00°02'26"W, 551.73 feet to the Southwest Corner thereof; thence following the southerly line thereof N89°49'21"E, 249.62 feet; thence northeasterly, 66.08 feet along a curve having a radius of 67.00 feet, concave northerly, a central angle of 56°50'18" and being subtended by a chord which bears N61°33'03"E, 63.43 feet; thence N35°24'14"E, 69.96 feet; thence northeasterly, 78.35 feet along a curve having a radius of 79.33 feet, concave southerly, a central angle of 56°35'04" and being subtended by a chord which bears N61°37'40"E, 75.20 feet to the west right of way line of the public road; thence following said right of way S00°01'07"W, 72.10 feet; thence S40°37'50"W, 155.34 feet; thence S89°51'20"W, 1198.52 feet to the point of beginning, containing 23.21 acres.

Note: The subject property also lies within two miles of the corporate limits of Nevada, Iowa.



**FOX**  
engineering

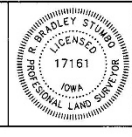
FOX Engineering Associates, Inc.  
414 South 17th Street, Suite 107  
Ames, Iowa 50010  
Phone: (515) 233-0000  
FAX: (515) 233-0103

I hereby certify that this land surveying document was prepared by me or under my direct personal supervision and that I am a duly licensed Professional Land Surveyor under the laws of the State of Iowa.

*R. Bradley Stumbo*

R. BRADLEY STUMBO, PLS  
License number 17161  
My license renewal date is December 31, 2021.

12/01/2020  
DATE





# ANNEXATION PLAT

## PARCELS A AND F IN THE NORTH 1/2 - SOUTHEAST 1/4 SECTION 8-83-23

### STORY COUNTY

NOVEMBER 2020

INDEX LEGEND	
LOCATION	PARCELS A AND F IN THE NORTH 1/2 - SOUTHEAST 1/4 SECTION 8-83-23 STORY COUNTY, IOWA
REQUESTOR:	LOY LLC
PROPRIETOR:	LOY LLC
SURVEYOR:	EUGENE R. DREYER, P.L.S. #17335
SURVEYOR COMPANY:	BOLTON & MENK, INC.
RETURN TO:	EUGENE DREYER, BOLTON & MENK, INC. 1519 BALTIMORE DRIVE, AMES, IA 50010 (515) 233-6100

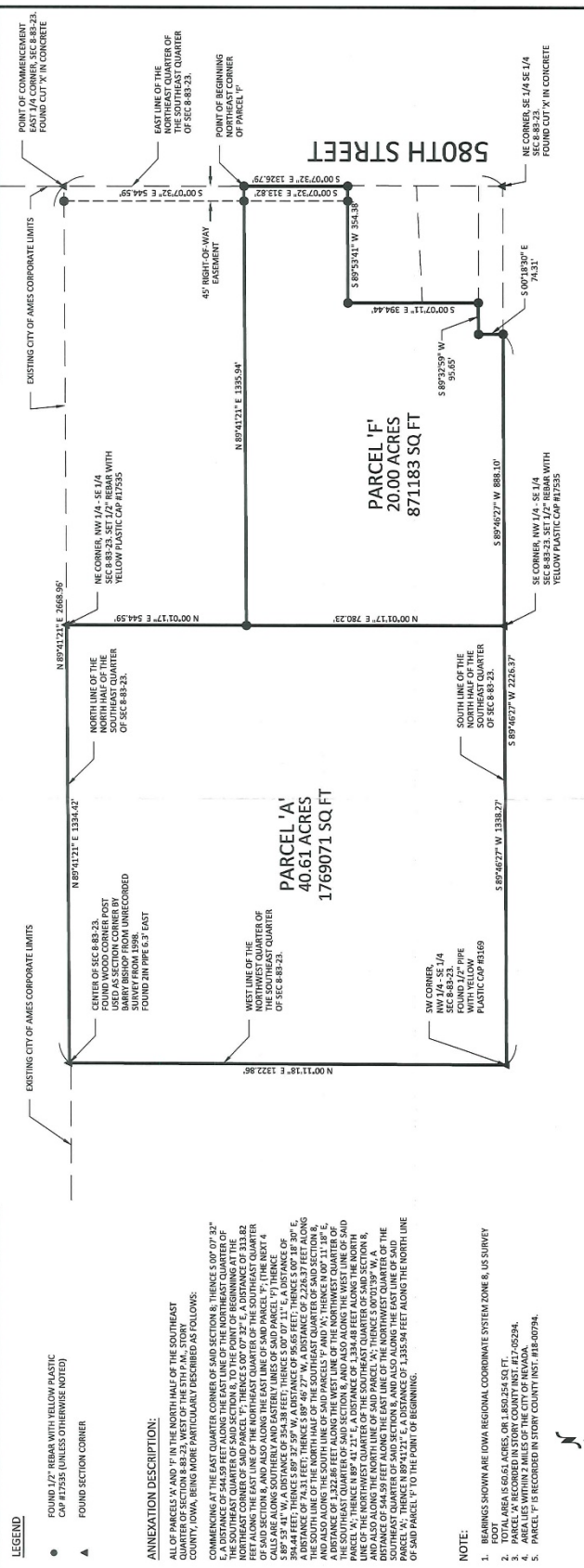
**LEGEND**

- FOUND 1/2" REBAR WITH YELLOW PLASTIC CAP #17335 (UNLESS OTHERWISE NOTED)
- ▲ FOUND SECTION CORNER

**ANNEXATION DESCRIPTION:**

ALL OF PARCELS A AND F IN THE NORTH HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 8, TOWNSHIP 35 NORTH, RANGE 14 WEST, COUNTY OF STORY, IOWA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE EAST QUARTER CORNER OF SAID SECTION 8, THENCE S 00° 21' 23" E, A DISTANCE OF 544.59 FEET ALONG THE EAST LINE OF THE NORTHEAST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 8, TO THE POINT OF BEGINNING AT THE POINT OF BEGINNING OF THE NORTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SAID SECTION 8, AND ALSO ALONG THE EAST LINE OF SAID QUARTER OF SAID SECTION 8, AND ALSO ALONG THE EAST LINE OF SAID PARCEL 'F', THE NEXT 439.44 FEET, THENCE S 89° 37' 59" W, A DISTANCE OF 96.65 FEET, THENCE S 00° 18' 30" E, A DISTANCE OF 544.59 FEET ALONG THE EAST LINE OF THE NORTHWEST QUARTER OF SAID SECTION 8, AND ALSO ALONG THE SOUTH LINE OF SAID PARCELS 'F' AND 'A', THENCE N 00° 11' 18" E, A DISTANCE OF 1769.071 FEET ALONG THE SOUTH LINE OF THE NORTHWEST QUARTER OF SAID SECTION 8, AND ALSO ALONG THE SOUTH LINE OF SAID PARCEL 'A', THENCE N 89° 41' 21" E, A DISTANCE OF 1334.48 FEET ALONG THE NORTH LINE OF SAID PARCEL 'A', THENCE N 89° 41' 21" E, A DISTANCE OF 1334.48 FEET ALONG THE NORTH LINE OF SAID PARCEL 'A', THENCE N 89° 41' 21" E, A DISTANCE OF 1334.48 FEET ALONG THE NORTH LINE OF SAID PARCEL 'A', THENCE N 89° 41' 21" E, A DISTANCE OF 1334.48 FEET ALONG THE NORTH LINE OF SAID PARCEL 'A', TO THE POINT OF BEGINNING.



**ANNEXATION PLAT**

PARCELS A AND F IN THE NORTH 1/2 OF THE SOUTHEAST 1/4 SECTION 8-83-23 STORY COUNTY, IOWA.

SHEET 1 of 1

FOR RECORDER USE ONLY

1. BEARINGS SHOWN ARE IOWA REGIONAL COORDINATE SYSTEM ZONE 8, US SURVEY

2. TOTAL AREA IS 60.61 ACRES, OR 1,850,254 SQ. FT.

3. PARCEL 'A' IS RECORDED IN STORY COUNTY INSTR. #17-05294.

4. PARCEL 'F' IS RECORDED IN STORY COUNTY INSTR. #18-00794.

1519 BALTIMORE DRIVE  
AMES, IOWA 50010  
(515) 233-6100

**BOLTON & MENK**

I hereby certify that this land surveying document was prepared by me or under my direct personal supervision and that I am a duly licensed professional surveyor in the State of Iowa.

EUGENE R. DREYER, P.L.S.  
REG. NO. 17335      DATE: 12/14/20  
MY LICENSE RENEWAL DATE IS: 12/31/2020

THIS SHEET

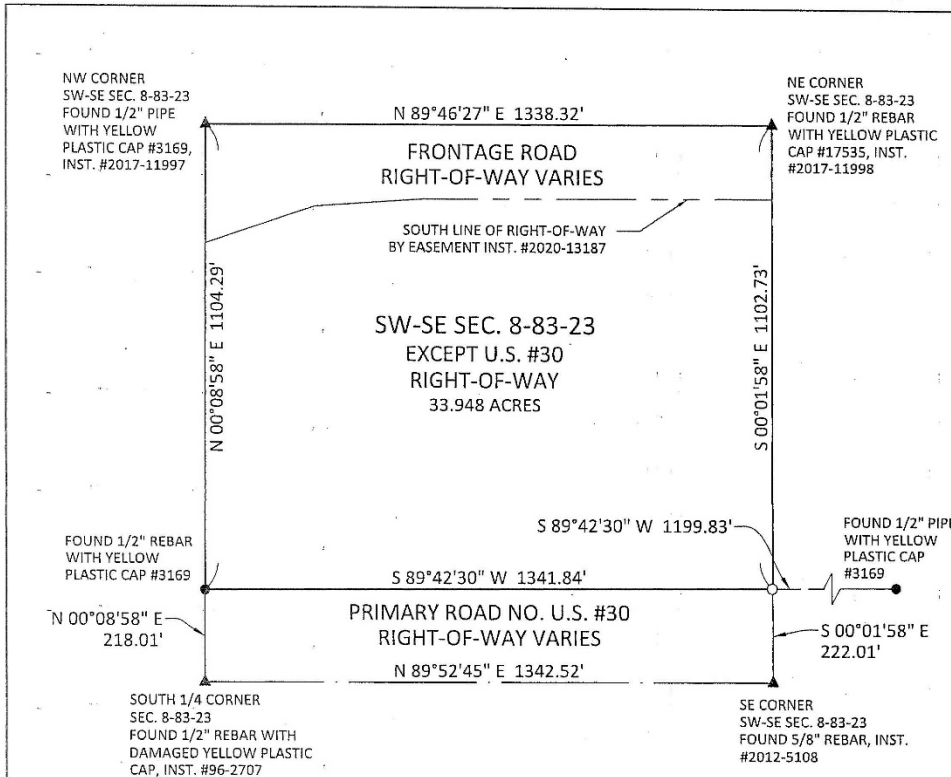
INDEX LEGEND	
LOCATION	PART OF SW-SE SEC. 8, T-83-N, R-23-W STORY COUNTY, IA
REQUESTOR:	CHUCK WINKLEBLACK
PROPRIETOR:	BANKERS TRUST COMPANY
SURVEYOR:	LUKE D. AHRENS P.L.S. #24413
SURVEYOR COMPANY:	BOLTON & MENK, INC.
RETURN TO:	LUKE D. AHRENS, BOLTON & MENK, INC. 1519 BALTIMORE DRIVE, AMES, IA 50010 (515)-233-6100

RECEIVED

JAN 13 2021

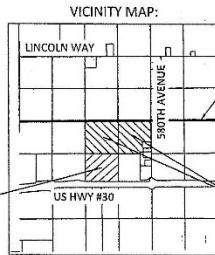
CITY OF AMES IA  
DEPT. OF PLANNING AND HOUSING

FOR RECORDER USE ONLY



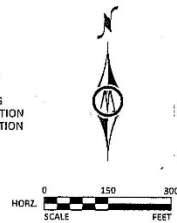
**ANNEXATION DESCRIPTION:**  
 THAT PART OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SECTION 8, TOWNSHIP 83 NORTH, RANGE 23 WEST OF THE 5TH P.M., STORY COUNTY, IOWA, THAT LIES NORTH OF PRIMARY ROAD NO. U.S. #30, AND BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE NORTHWEST CORNER OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 8; THENCE N89°46'27"E, 1338.32 FEET TO THE NORTHEAST CORNER THEREOF; THENCE S00°01'58"E, 1102.73 TO THE NORTH RIGHT-OF-WAY LINE OF SAID U.S. #30; THENCE S89°42'30"W, 1341.84 FEET TO THE WEST LINE OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 8; THENCE N00°08'58"E, 1104.29 FEET TO THE POINT OF BEGINNING.



- LEGEND:**
- FOUND MONUMENT AS NOTED
  - SET 1/2"x24" REBAR WITH PINK PLASTIC CAP #24413
  - ▲ FOUND SECTION CORNER AS NOTED

- NOTES:**
1. THIS PLAT IS SUBJECT TO EASEMENTS APPARENT OR OF RECORD.
  2. BEARINGS SHOWN ARE IOWA REGIONAL COORDINATE SYSTEM, ZONE 8, (AMES-DES MOINES), US SURVEY FOOT.
  3. AREA LIES WITHIN 2 MILES OF THE CITY OF NEVADA.
  4. CURRENT DEED OF RECORD IS INST. #2019-04144



I hereby certify that this land surveying document was prepared by me and the related field work was performed by me or under my direct personal supervision and that I am a duly licensed land surveyor under the laws of the State of Iowa

*Luke D. Ahrens*  
 LUKE D. AHRENS L.S.  
 REG. NO. 24413 DATE 2021-01-13  
 MY LICENSE RENEWAL DATE IS 12/31/2021  
 PAGES OR SHEETS COVERED BY THIS SEAL: THIS SHEET

**ANNEXATION PLAT**  
 SW1/4-SE1/4 SECTION 8-T83N-R23W, STORY COUNTY, IOWA



1519 BALTIMORE DRIVE  
 AMES, IOWA 50010  
 (515) 233-6100

SHEET  
 1  
 OF  
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H:\HUNZI\A15113587\BANKERS TRUST ANNEX\FIGR-BANKERS-ANNEXATION PLAT.DWG 1/13/2021 10:31 AM

JOB NUMBER: A15-113587



**ATTACHMENT C: EXPANDED AMES FRINGE PLAN AMENDMENT AREA**



**Proposed AUF Amendment Area**

**COUNCIL ACTION FORM**

**SUBJECT: PUBLIC HEARING ON ACCEPTANCE & SUBMITTAL OF THE CITY'S 2019-20 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER) IN CONNECTION WITH THE CITY'S COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG)**

**BACKGROUND:**

The Community Development Block Grant (CDBG) regulations require that, within 90 days from the end of its fiscal year, the City must prepare a Consolidated Annual Performance and Evaluation Report (CAPER), which is required to be submitted to the Department of Housing and Urban Development (HUD) on or before September 29 each year. However, due to a COVID-19 HUD waived the due date until December 31, 2020. Additionally, staff requested and received an extension to submit the report on or by January 31, 2021.

The 2019-20 CAPER reports accomplishments in relation to goals and objectives identified in the City's 2019-2023 Consolidated Plan requirements for the use of Community Development Block Grant (CDBG) and in the Annual Action Plan for fiscal year July 1, 2019, through June 30, 2020. The regulations require that the CAPER be available for a 15-day public review and comment period, which occurred January 1, 2021, through January 25, 2021.

Attached for Council review and approval is a copy of the Summary of the 2019-20 CAPER. For the 2019-20 program year, approximately \$368,341 was allocated and approximately \$304,652 was expensed. Of the \$304,652 expensed, \$50,402 was from program income. For the HOME funds, \$13,078 was spent on program administration. The major activity implemented in 2019-20 was on the public infrastructure improvements at Baker Subdivision, because this activity occurred in our Neighborhood Revitalization Strategy Area (NRSA), the area benefitted approximately 2,310 people/households.

**A full copy of the CAPER and attachments are available for review on the City's web site at: [www.cityofames.org/housing/CAPER](http://www.cityofames.org/housing/CAPER).**

**ALTERNATIVES:**

1. The City Council can adopt a resolution approving the submittal of the City's 2019-20 Consolidated Annual Performance and Evaluation Report (CAPER).
2. The City Council can direct staff to modify the City's 2019-20 Consolidated Annual Performance and Evaluation Report (CAPER).

**CITY MANAGER'S RECOMMENDED ACTION:**

It is the recommendation of the City Manager that the City Council adopt Alternative #1. This action will adopt a resolution approving the submittal of the City's 2019-20 Consolidated Annual Performance and Evaluation Report (CAPER), which is to be submitted to HUD on or by January 31, 2021.



**PROPOSED DRAFT**

**CITY OF AMES**

**CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION  
REPORTS (CAPER)**

**CITY OF AMES FISCAL YEAR  
JULY 1, 2019 THROUGH JUNE 30, 2020**



**Public Comment Period:  
January 11, 2020 thru January 25, 2021**



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## CR-05 - Goals and Outcomes

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

With community input, the overall goals and outcomes of the City's 2019-23 Strategic Plan continue to be to increase the supply of affordable housing for low and moderate income persons, and to continue to support and maintain the public service needs for special populations, homeless, and low income households. The major progress that the City made in carrying out these two overall strategies was through the implementation of the following project activities for 2019-20 for the CDBG Program: Acquisition/Reuse for Affordable Housing, Home Buyer Assistance, Disposition of Properties, Acquisition/Rehab of Properties, the installation of Public Infrastructure Improvements Program for Baker Subdivision (321 State Avenue) in our NRSA, along with a first Amendment to the Action Plan to that included a Acquisition/Relocation/Demolition Program for an Installation of a Shared Use Bike Path in our NRSA. Lastly, a second Amendment to the Action Plan was completed to include funding received to implement the following three programs due a worldwide Coronavirus Pandemic: 1) Rent Relief Assistance; 2) Mortgage Relief and 3) Utility Relief Assistance for both Renters and Homeowners.

For the 2019-20 program year, approximately \$368,341 (including administration) was expensed and approximately \$304,652\*\* (without administration of CDBG funds was expensed). Of the \$368,341 expensed, \$50,402 was from program income. For the HOME funds, \$13,078 was spent on program administration.

The **Acquisition/Reuse Program** was designed to create, expand, and maintain affordable housing for homeless and low-income persons (80% or less of AMI) by: a. increasing the supply of affordable rental housing for low-income families, b. increasing the availability of affordable owner-occupied housing or c. maintaining the supply of affordable owner-occupied housing. Under this activity the City **did not** acquire any properties under the 2019-20 program year.

The **Disposition of Properties** was designed to provide maintenance and costs for properties purchased in previous program years. For 2019-20 the activity included the on-going maintenance of five (Sixth lots, Morningside and Village) remaining properties. For the Sixth Street properties (three contiguous lots that will be sold as one), the lots are slated to be sold on the open market for re-development and the revenue received to be returned to HUD to be reprogrammed. The sale of the lots has been moved to the 20-21 program year. The Village Drive property is scheduled to be sold in 20-21 program year as well. The Sixth Street properties, and Village properties are being reported under Acquisition/Rehabilitation Activity.

The **Acquisition/Rehabilitation Activity** was designed to rehabilitate properties purchased under the Acquisition/Reuse Program that needed repairs before being sold to eligible buyers. There were three properties (Stafford, Village and Morningside) remaining under this activity. For 2019-20, the Morningside was demolished and under contract to be sold to Habitat for Humanity. Habitat will be

constructing a new single-family home that will be sold to an eligible Habitat home buyer in 2020/21. The rehabilitation of Village property will not be completed until the 2020-21 program year.

**The Public Infrastructure Improvements Program for 321 State Avenue.** Under this program activity, during the 2015-16 program year, the acquisition of one 10-acre parcel (old Ames Middle School site) was completed. Although construction of housing has not begun, in 2016-17 the City was successful in receiving its first Neighborhood Revitalization Strategy Area designation for the 10-acre parcel. In 2017-18, although there was an unsuccessful attempt to negotiate an agreement with a local developer in the spring of 2018, the City as the “developer” prepared the specifications, solicited for bids and was successful in awarding a contract to begin the installation of the infrastructure improvements on the site. For 2018-19, phase I of the infrastructure improvements were install, which was the construction of an extension of Tripp Street through the middle of the site. For 2019-20, Phase II of the development began with the installation of a public sidewalk along the south side of the new Tripp Street extension, along the hiring of a Engineering firm to begin the platting of the subdivision, which includes the layout of lots for homes. Additionally, the bid letting to install the public utilities and street installation was completed and the work will begin in the 2020-21 program year.

**The Neighborhood Housing Improvements and the Homebuyer Assistance Programs were not implemented during this program year.** The opportunity to acquire a large parcel of land to expand the development of affordable housing for low income persons and households – which addresses the heart of the strategic plan – continues to be the primary focus of all the activities that were implemented for the 2019-20 program year. Without the completion of the Public Infrastructure Improvements the Homebuyer Assistance Program cannot be implemented. Implementation of a Housing Improvements Program may be considered in the planning of the 2019-2023 Five-year Consolidated Plan and the 2020-2021 Annual Action Plan.

**The Acquisition/Reuse Program for the Public Facility Installation of a Shared Used Bike Path in our NRSA** was added to the 2019-20 program year. This activity was a joint collaboration between the Parks and Recreation, Public Works Departments and the Housing Division to enhance the recreational features of the neighborhood that is located in the City’s only Neighborhood Revitalization Strategy Area (NRSA) by connecting a share used bike path from an existing park to the newly developing housing subdivision. The Parks Department is upgrading the park with new features and play equipment, the Public Works Department identified this route in their 2040 Long Range Transportation Plan to connect the west side of the area to the east side. The Housing Division utilizing its CDBG funding would implement the following activities that is the key to connecting the park to the housing subdivision: 1) acquisition of an existing single-family that is located in the middle of the identified bike path route; 2) relocation of the tenants residing in the property; 3) demolition of the property; and 4) Installation of a new bike path. In the 2019-20 program the property was successfully acquired. In 2020-21, the remaining activities will be started/completed.

**The CDBG CARES (COVID-19) Program for Rent, Mortgage and Utility Relief Assistance** was also added to the 2019-20 program year. The United States has been impacted by a global pandemic of the Coronavirus that has crippled our economy. In response to this crisis, CDBG funding was made available to be used to prevent, prepare for, and respond to this pandemic. Under this special



allocation of funding the following programs were created to provide assistance to low and moderate-income households: Rent Relief, Mortgage Relief and Utility Relief for both renters and homeowners. A number of programs and activities had to be shifted in order to prepare for the implementation of these needed programs. However, the CDBG CARES programs were not able to be implemented in the 2019-20 program year but will be implemented in the 2020-21 program year.

In addition to the outcomes listed below, a summary of accomplishments in attaining the goals and objectives for the reporting period can be found in Appendix I, along with a project map and budget in Appendix II.

The City also continued to receive HOME funding for the 2019-20 program year. No other than administrative expenses no program was implemented in 2019-20. The City intends to use the HOME funding to build affordable homes on the 321 State Avenue site that is in our NRSA, in which we anticipate housing construction may occur in the program year of 2021-22.

**Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

The implementation of activities during the 2019-20 program year, was interrupted due to address the impact of the pandemic on communities across the country. Some of the original projects slated to be implemented such as Homebuyer Assistance Program was not able to be implemented. Additional staff had to be hired to help design the programs for the CDBG CARES funding. CDBG CARES rules and regulations were delayed and along with having to request a 2<sup>nd</sup> amendment to the 2019-20 Action Plan this greatly impacted and delayed program implementation. The 1<sup>st</sup> Amendment to the 2019-20 Action Plan, approximately \$400,000 (16% of the total program budget without administration) of the Acquisition/Reuse for Affordable Housing was shifted to a new activity called the Acquisition/Reuse for Public Infrastructure for a Shared Use Bike Path Installation in our NRSA, this was a three phase activity, in which only phase was able to be implemented in 19-20. However, the contract bid for the demolition of a property to be sold to Habitat for Humanity was able to start, along with partial completion of the rehabilitation of a property (Village) that was purchased in a previous year that will be sold in the near future to a LMI household. Also, we were able to install a public sidewalk along the new Tripp Street addition (2018-19) as part of the development of the mixed-income housing subdivision in the NRSA. But, most importantly, the hiring of an Engineering firm to help design and create the plat of survey and prepare the plans and specifications for the bidding for the Public Infrastructure Improvements for the future housing subdivision was completed. This project had the 2<sup>nd</sup> highest budget of approximately \$760,000 (31% of the total program budget without administration). The new home construction activity using our HOME funds was not implement due to the subdivision improvements are not completed. This project budget was approximately \$923,000 (39% of the total program budget without administration).

**COUNCIL ACTION FORM**

**SUBJECT: THIRD SUBSTANTIAL AMENDMENT TO COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) 2019-20 ANNUAL ACTION PLAN**

**BACKGROUND:**

On April 2, 2020, in response to the Coronavirus Pandemic (COVID-19), the U.S. Department of Housing and Urban Development (HUD) notified the City that it will receive a special allocation of Community Development Block Grant (CDBG-CV) funds in the amount of \$354,515 to be used to prevent, prepare for, and respond to COVID-19. This allocation was authorized by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act).

On September 11, 2020, HUD notified the City that it will receive a **third special allocation round** of CDBG-CV funds in the amount of \$356,455 authorized by the CARES Act to again be used to prevent, prepare for, and respond to COVID-19.

Both rounds of the CARES Act funds are only available for “eligible activities” meeting the national objectives of the CDBG-CV program and responding to the spread of infectious diseases such as COVID-19. To expedite implementation of this funding, the typical 30-day public comment process has been reduced to a 5-day comment period by HUD. **The comment period began on Thursday, January 21, 2021 and ended on Monday, January 25, 2021.**

Staff initially sought public input in April from citizens within the community, private for-profit enterprises, and not-for-profit organizations regarding the distribution of CARES funding. After considering the public input and conversations with human services agencies, financial institutions, the local housing trust fund, utility companies, medical institutions, other entitlement communities, and past CDBG programming, **staff proposed and City Council approved utilizing the first round of funding to accomplish three programs: 1) Rent, Mortgage, and Utilities Relief Assistance.**

To date, round one funds have assisted approximately 104 households. Approximately \$335,510 has been distributed as follows: Rent: 49 households, Mortgage: 6 households, and Utilities: 49 households (44 renters; 5 homeowners). There are approximately 25-35 households that have applied for assistance and more inquires occurring every day from both landlords and tenants.

Staff was recently contacted by various human services agencies inquiring if the City program would continue due to the on-going need of households in the community. (See Attachment 2 for public comments received). **Therefore, staff is proposing to continue implementation of the above programs with the third round of CDBG CARES (COVID-19) funding from HUD. Staff’s rationale for continuing these activities is as follows:**

- The activities will continue to meet some of the goals of the CARES Act funding, which is to be used to prevent, prepare for, and respond to the Coronavirus (COVID-19)
- They involve approaches that prioritize the unique needs of low and moderate-income persons as outlined in the Act
- They will allow the City to continue to develop partnerships between all levels of government and the private for-profit and non-profit sectors
- They have proven successful over the past 10 months of program implementation in assisting families and households with the very basic needs of retaining their housing.

Staff has prepared the proposed Third Substantial Amendment to the City's CDBG 2019-20 Annual Action Plan and Budget to continue to implement the Renter and Homeowners Relief Assistance Program that can be viewed at [www.cityofames.org/housing](http://www.cityofames.org/housing). The proposed budget for revenue and expenses is shown as Attachment 1.

**ALTERNATIVES:**

1. Approve the 3rd Substantial Amendment to the City's CDBG 2019-20 Annual Action Plan that incorporates a third special allocation round of CDBG CARES Act funding in the amount of \$356,455 to continue implementing the COVID-19 Rent, Mortgage, and Utilities Relief Assistance Programs , and approve submittal of the Action Plan to HUD for its approval on or by January 31, 2021.
2. Approve the 3rd Substantial Amendment to the City's CDBG 2019-20 Annual Action Plan that incorporates a third special allocation round of CDBG CARES Act funding in the amount of \$356,455 to continue implementing the COVID-19 Rent, Mortgage, and Utilities Relief Assistance Programs , and approve submittal of the Action Plan to HUD for its approval on or by January 31, 2021, with modifications.
3. Refer the item back to staff for further information.

**CITY MANAGER'S RECOMMENDED ACTION:**

This third special allocation round of funds was an unexpected opportunity to continue to address some needs and opportunities in the community regarding the COVID-19 pandemic. As with all federal funding, the grant monies come with requirements that must be addressed. The requirement to address the Duplication of Benefits (DOB) is one that will still have to be closely monitored when implementing any program activity. Also, the current program guidelines will need to be updated to reflect any additional HUD regulations and waivers and additional eligibility guidelines for processing applications.

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

# ATTACHMENT 1

<b>PROPOSED</b>	
<b>3rd AMENDMENT 2019-20 Action Plan Activities and Expenditure Budget:</b>	
<b>Activities</b>	<b>Budget</b>
COVID-19 Renters Relief Assistance (Rent, Utilities)- Round 3	\$291,164
COVID-19 Homeowners Relief Assistance (Mortgage, Utilities) -Round 3	\$35,291
COVID-19 Renters Relief Assistance (Rent, Utilities)- Round 1	\$305,425
COVID-19 Homeowners Relief Assistance (Mortgage, Utilities) -Round 1	\$42,000
Acquisition/Reuse Program for Public Facilities -Shared Use Path (148 S. Franklin)	\$400,000
Homebuyer Assistance Program	\$300,813
Public Infrastructure Improvements Program for State Avenue NRSA (including Engineering costs+ GO Bond)	\$763,745
Acquisition/Reuse Program for Affordable Housing	\$10,000
Rehabilitation/Disposition of 241 Village Drive	\$45,000
Demolition of 3305 Morningside	\$16,070
HOME Homeownership Construction Program	\$923,976
General Administration for CDBG & HOME	CARES 1: \$7,090 CARES 3: \$30,000 CDBG: \$116,241 HOME: \$120,947
<b>Total</b>	<b>\$3,407,762</b>
<b>PROPOSED 3<sup>RD</sup> AMENDED 2019-20 Action Plan Revenue Budget:</b>	
2019-20 CDBG-CV (CARES ACT-COVID-19) Round 3	\$356,455
2019-20 CDBG-CV (CARES ACT-COVID-19) Round 1	\$354,515
2019-20 CDBG Allocation	\$581,207
2018-19 CDBG Anticipated 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
<b>Grand Total CDBG, HOME &amp; CDBG-CV</b>	<b>\$3,407,762</b>

## **ATTACHMENT 2**

### **Public Input Comments**

**“Need to attach Pdf’s”**

**COUNCIL ACTION FORM**

**SUBJECT: SETTING DATE OF PUBLIC HEARING FOR AN AMENDED LOAN AND DISBURSEMENT AGREEMENT FOR CITY HALL PARKING LOT RECONSTRUCTION (SRF SPONSORED PROJECT)**

**BACKGROUND:**

On October 19, 2018, City of Ames entered into a State Revolving Fund Clean Water Loan Agreement in a principal amount not to exceed \$5,700,000; the loan also includes interest payments totaling \$375,000. This loan provided funding for the annual Sanitary Sewer System Improvements Program for rehabilitation/reconstruction of deficient sanitary sewers and deteriorated manholes at various locations throughout the city. The City's Capital Improvement Plan for this program included State Revolving Fund (SRF) Clean Water funding to make improvements through three projects; Sanitary Sewer Rehabilitation (Manhole Rehabilitation – Basin 1 & 5), Sanitary Sewer Rehabilitation (Flood Prone Manholes), and Sanitary Sewer Rehabilitation (Pipe Lining). **The SRF loan program allows for the interest scheduled to be paid on sewer loans to be granted back to the loan originator (the City) to fund stormwater quality improvement projects; these are referred to as "sponsored projects".**

The City of Ames is amending the existing loan agreement to allow the interest due for the sewer SRF loan to be granted back to the City to fund the City Hall Parking Lot Reconstruction as a sponsored project in the amount \$375,000. Because this project has been completed and the City Council has approved final acceptance, the \$375,000 will serve as a reimbursement into the Stormwater Utility Fund.

**The City can now enter into an amended loan and disbursement agreement to restate the principal amount of the loan from \$5,700,000 to \$6,075,000. This new amount is equal to the original \$5,700,000 loan principal plus the \$375,000 sponsored project grant that will be repaid to the City.** Repayment of the loan has been budgeted from sanitary sewer utility revenues and will not change from the original loan repayment schedule. A public hearing is required to set date on entering into an amended loan and disbursement agreement.

**ALTERNATIVES:**

1. Resolution to set January 26, 2021 as the date for public hearing on a proposal to enter into an amended State Revolving Fund Sewer Revenue Loan and Disbursement Agreement in a principal amount not to exceed \$6,075,000.
2. The City Council can delay the hearing on the loan agreement.

**MANAGER'S RECOMMENDED ACTION:**

Setting the date of public hearing will ensure that City staff can proceed with authorizing the SRF Sponsored project loan amendment providing the City with a return of the interest due on the loan. **Therefore, it is the recommendation of the City Manager that the City Council approve Alternative No. 1, as described above.**



**COUNCIL ACTION FORM**

**SUBJECT: FLOOD MITIGATION – RIVER FLOODING PUBLIC HEARING**

**BACKGROUND:**

Following the floods of 2010, the City Council established a goal of mitigating the impact of future flooding in Ames. A comprehensive Flood Mitigation Study was completed in 2013 that considered many possible mitigation alternatives.

On December 10, 2013, the City Council approved a series of flood mitigation measures. These included elements targeted at: A.) Undertaking a stream bank restoration of Squaw Creek; B.) Working with IDOT to improve the conveyance capacity of the US Highway 30 bridge; C.) Working through the Squaw Creek Watershed Management Authority to pursue flood mitigation alternatives in the upper reaches of the watershed; and D.) Conducting a workshop to review and discuss the range of possible floodplain regulatory approaches.

The stream bank restoration project involves flood mitigation in the Squaw Creek channel, including conveyance improvements within the channel approximately 2,000 feet either side of the South Duff Avenue bridge. In working with Iowa Department of Homeland Security & Emergency Management, the City received FEMA grant funding in the spring of 2020 for this project. The cost share amounts for this grant are as follows:

<b>Funding Source</b>	<b>Funding Amount</b>	<b>% of Cost</b>
Federal:	\$ 3,747,450.00	75%
Local:	\$ 1,249,150.00	25%
<b>Total:</b>	<b>\$ 4,996,600.00</b>	<b>100%</b>

**Land Acquisition:**

As a requirement for projects that utilize FEMA funding and also pursuant to Iowa Code §6B.2A, a public hearing must be held for the purpose of receiving public input in consideration of whether or not to authorize the *potential* use of eminent domain authority (condemnation) with respect to land acquisition for the Squaw Creek Flood Mitigation – River Flooding project now under consideration with the final design of the project. This public hearing will be held during the regular City Council meeting on January 26, 2021. Copies of the notices sent to landowners are attached.

### **Project Update:**

Final design is being finished; permit applications to Army Corps of Engineers and Iowa DNR are to be submitted this month. Land acquisition activities have commenced with landowner meetings, title opinions, and initiation of appraisals. Due to threatened and endangered species (two bat species) requirements, tree dropping/clearing needs to be completed prior to April 1, 2021 or else not until November (which would push the project close to the FEMA deadline of June 19, 2022). Therefore, a tree removal contract will commence for this work prior to April 1, 2021. **It is anticipated that construction bids for the overall project will be received summer 2021.** A map of the grading plan limits with parcel lines overlaid is attached.

### **ALTERNATIVES:**

1. Set the date of public hearing for January 26, 2021 to authorize the use of eminent domain, if necessary, to obtain easements and acquire land for the Flood Mitigation – River Flooding project.
2. Do not authorize the use of eminent domain at this time for the Flood Mitigation – River Flooding project, thereby jeopardizing the federal (FEMA) funding received for this project.

### **MANAGER'S RECOMMENDED ACTION:**

Due to the project involving federal funding, the requirements for the Flood Mitigation – River Flooding project include considering the use of eminent domain if voluntary land acquisition cannot be achieved. In collaboration with WHKS (design consultant) and CGA (land acquisition consultant), staff is committed to answering questions and working with landowners about the details of the project. According to the FEMA funding agreement, the project shall be constructed and closed out by June 19, 2022.

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

December 21, 2020

FHS Ames 2 LP  
3160 Crow Canyon Place, Ste 135  
San Ramon, CA 94583

Story County Property ID Number: 09-11-325-060

### NOTICE OF PUBLIC HEARING

YOU ARE HEREBY NOTIFIED pursuant to Iowa Code §6B.2A that a public hearing will be held before the Ames City Council in Council Chambers, City Hall, at 515 Clark Avenue, Ames, IA 50010, at 6:00 p.m. on January 26, 2021, for the purpose of receiving public input into the consideration of whether or not to authorize the potential use of eminent domain authority (condemnation) with respect to the Squaw Creek Flood Mitigation Land Acquisition Project now under consideration and the final design of that project. The current site-specific design for this project involves a portion of the real estate from adjacent property owners.

**\*DUE TO THE COVID-19 PANDEMIC, THIS MEETING WILL BE CONDUCTED AS AN ELECTRONIC MEETING. IF YOU WISH TO PROVIDE INPUT ON ANY ITEM, YOU MAY DO SO AS A VIDEO PARTICIPANT BY GOING TO: <https://zoom.us/j/826593023>**

OR BY TELEPHONE BY DIALING: US: 1-312-626-6799 or toll-free: 1-888-475-4499  
Zoom Meeting ID: 826 593 023

The purpose of the project is to come into compliance with standards and requirements of the Federal Emergency Management Agency (FEMA) of the United States for mitigating the impact of future flooding in Ames.

Following the public meeting, the City Council may consider a resolution or other declaration of intent to acquire or condemn, if necessary, all or a portion of your property for the purpose of public improvement.

The laws of the State of Iowa require, and the City of Ames will pursue, informal negotiations with you concerning the just compensation required for any property, or interest in property, taken or affected by this project. You will be invited to participate in the appraisal process, and will receive a copy of the formal appraisal, prior to the commencement of any negotiations between you and the City of Ames. You cannot be offered less than the appraised value as determined by the appraisal. If negotiations are unsuccessful, then the law requires additional notices and hearings prior to the taking of any property or interest in property.

Funding for this project is expected to be obtained from the following: Cash on hand in any fund of the City which can be legally used for such purposes and a Federal grant-in-aid from the Federal Emergency Management Agency (FEMA).

Final selection of the design for this project will be made based upon the following: Iowa Department of Natural Resources (IDNR) No-Rise Standards.

The person designated by the City of Ames as to whom communications should be made about this project is: Tracy Peterson, P.E., Municipal Engineer, 515 Clark Avenue, Ames, IA 50010, Telephone (515) 239-5160.

Sincerely,

CLAPSADDLE-GARBER ASSOCIATES, INC.

Jeffrey W. Sogge  
Land Acquisition Agent

December 21, 2020

E-M Hunziker LLC  
105 S 16<sup>th</sup> St.  
Ames, IA 50010

Story County Property ID Number: 09-11-325-015

### NOTICE OF PUBLIC HEARING

YOU ARE HEREBY NOTIFIED pursuant to Iowa Code §6B.2A that a public hearing will be held before the Ames City Council in Council Chambers, City Hall, at 515 Clark Avenue, Ames, IA 50010, at 6:00 p.m. on January 26, 2021, for the purpose of receiving public input into the consideration of whether or not to authorize the potential use of eminent domain authority (condemnation) with respect to the Squaw Creek Flood Mitigation Land Acquisition Project now under consideration and the final design of that project. The current site-specific design for this project involves a portion of the real estate from adjacent property owners.

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The person designated by the City of Ames as to whom communications should be made about this project is: Tracy Peterson, P.E., Municipal Engineer, 515 Clark Avenue, Ames, IA 50010, Telephone (515) 239-5160.

Sincerely,

CLAPSADDLE-GARBER ASSOCIATES, INC.

Jeffrey W. Sogge  
Land Acquisition Agent

December 21, 2020

Kenneth R. Howe and Marjory C. Howe, Trustees  
Kenneth and Marjory Howe Revocable Trust  
215 Washington Ave.  
Ames, IA 50010

Story County Property ID Number: 09-11-325-045

### NOTICE OF PUBLIC HEARING

YOU ARE HEREBY NOTIFIED pursuant to Iowa Code §6B.2A that a public hearing will be held before the Ames City Council in Council Chambers, City Hall, at 515 Clark Avenue, Ames, IA 50010, at 6:00 p.m. on January 26, 2021, for the purpose of receiving public input into the consideration of whether or not to authorize the potential use of eminent domain authority (condemnation) with respect to the Squaw Creek Flood Mitigation Land Acquisition Project now under consideration and the final design of that project. The current site-specific design for this project involves a portion of the real estate from adjacent property owners.

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Funding for this project is expected to be obtained from the following: Cash on hand in any fund of the City which can be legally used for such purposes and a Federal grant-in-aid from the Federal Emergency Management Agency (FEMA).

Final selection of the design for this project will be made based upon the following: Iowa Department of Natural Resources (IDNR) No-Rise Standards.

The person designated by the City of Ames as to whom communications should be made about this project is: Tracy Peterson, P.E., Municipal Engineer, 515 Clark Avenue, Ames, IA 50010, Telephone (515) 239-5160.

Sincerely,

CLAPSADDLE-GARBER ASSOCIATES, INC.

Jeffrey W. Sogge  
Land Acquisition Agent

December 21, 2020

Hyland Heights Apartments LLC  
105 S 16<sup>th</sup> St., Ste. A  
Ames, IA 50010

Story County Property ID Number: 09-11-326-050

### NOTICE OF PUBLIC HEARING

YOU ARE HEREBY NOTIFIED pursuant to Iowa Code §6B.2A that a public hearing will be held before the Ames City Council in Council Chambers, City Hall, at 515 Clark Avenue, Ames, IA 50010, at 6:00 p.m. on January 26, 2021, for the purpose of receiving public input into the consideration of whether or not to authorize the potential use of eminent domain authority (condemnation) with respect to the Squaw Creek Flood Mitigation Land Acquisition Project now under consideration and the final design of that project. The current site-specific design for this project involves a portion of the real estate from adjacent property owners.

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Zoom Meeting ID: 826 593 023

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Funding for this project is expected to be obtained from the following: Cash on hand in any fund of the City which can be legally used for such purposes and a Federal grant-in-aid from the Federal Emergency Management Agency (FEMA).

Final selection of the design for this project will be made based upon the following: Iowa Department of Natural Resources (IDNR) No-Rise Standards.

The person designated by the City of Ames as to whom communications should be made about this project is: Tracy Peterson, P.E., Municipal Engineer, 515 Clark Avenue, Ames, IA 50010, Telephone (515) 239-5160.

Sincerely,

CLAPSADDLE-GARBER ASSOCIATES, INC.

Jeffrey W. Sogge  
Land Acquisition Agent



December 21, 2020

RL Enterprises LLC  
2615 Diamondwood Dr., SE  
Cedar Rapids, IA 52403

Story County Property ID Number: 09-11-326-065

### NOTICE OF PUBLIC HEARING

YOU ARE HEREBY NOTIFIED pursuant to Iowa Code §6B.2A that a public hearing will be held before the Ames City Council in Council Chambers, City Hall, at 515 Clark Avenue, Ames, IA 50010, at 6:00 p.m. on January 26, 2021, for the purpose of receiving public input into the consideration of whether or not to authorize the potential use of eminent domain authority (condemnation) with respect to the Squaw Creek Flood Mitigation Land Acquisition Project now under consideration and the final design of that project. The current site-specific design for this project involves a portion of the real estate from adjacent property owners.

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Zoom Meeting ID: 826 593 023

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Final selection of the design for this project will be made based upon the following: Iowa Department of Natural Resources (IDNR) No-Rise Standards.

The person designated by the City of Ames as to whom communications should be made about this project is: Tracy Peterson, P.E., Municipal Engineer, 515 Clark Avenue, Ames, IA 50010, Telephone (515) 239-5160.

Sincerely,

CLAPSADDLE-GARBER ASSOCIATES, INC.

Jeffrey W. Sogge  
Land Acquisition Agent

December 21, 2020

Thomas R. Burke  
5090 River Ridge Rd.  
Ames, IA 50010

Story County Property ID Number: 09-11-400-010

### NOTICE OF PUBLIC HEARING

YOU ARE HEREBY NOTIFIED pursuant to Iowa Code §6B.2A that a public hearing will be held before the Ames City Council in Council Chambers, City Hall, at 515 Clark Avenue, Ames, IA 50010, at 6:00 p.m. on January 26, 2021, for the purpose of receiving public input into the consideration of whether or not to authorize the potential use of eminent domain authority (condemnation) with respect to the Squaw Creek Flood Mitigation Land Acquisition Project now under consideration and the final design of that project. The current site-specific design for this project involves a portion of the real estate from adjacent property owners.

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Zoom Meeting ID: 826 593 023

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Final selection of the design for this project will be made based upon the following: Iowa Department of Natural Resources (IDNR) No-Rise Standards.

The person designated by the City of Ames as to whom communications should be made about this project is: Tracy Peterson, P.E., Municipal Engineer, 515 Clark Avenue, Ames, IA 50010, Telephone (515) 239-5160.

Sincerely,

CLAPSADDLE-GARBER ASSOCIATES, INC.

Jeffrey W. Sogge  
Land Acquisition Agent

December 21, 2020

Youth and Shelter Services Inc.  
420 Kellogg Ave.  
Ames, IA 50010

Story County Property ID Number: 09-11-400-020

### NOTICE OF PUBLIC HEARING

YOU ARE HEREBY NOTIFIED pursuant to Iowa Code §6B.2A that a public hearing will be held before the Ames City Council in Council Chambers, City Hall, at 515 Clark Avenue, Ames, IA 50010, at 6:00 p.m. on January 26, 2021, for the purpose of receiving public input into the consideration of whether or not to authorize the potential use of eminent domain authority (condemnation) with respect to the Squaw Creek Flood Mitigation Land Acquisition Project now under consideration and the final design of that project. The current site-specific design for this project involves a portion of the real estate from adjacent property owners.

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Final selection of the design for this project will be made based upon the following: Iowa Department of Natural Resources (IDNR) No-Rise Standards.

The person designated by the City of Ames as to whom communications should be made about this project is: Tracy Peterson, P.E., Municipal Engineer, 515 Clark Avenue, Ames, IA 50010, Telephone (515) 239-5160.

Sincerely,

CLAPSADDLE-GARBER ASSOCIATES, INC.

Jeffrey W. Sogge  
Land Acquisition Agent

December 21, 2020

Jay E. Brown and Lori B. Suvalsky  
1204 Orchard Dr.  
Ames, IA 50010

Story County Property ID Number: 09-11-400-020

### NOTICE OF PUBLIC HEARING

YOU ARE HEREBY NOTIFIED pursuant to Iowa Code §6B.2A that a public hearing will be held before the Ames City Council in Council Chambers, City Hall, at 515 Clark Avenue, Ames, IA 50010, at 6:00 p.m. on January 26, 2021, for the purpose of receiving public input into the consideration of whether or not to authorize the potential use of eminent domain authority (condemnation) with respect to the Squaw Creek Flood Mitigation Land Acquisition Project now under consideration and the final design of that project. The current site-specific design for this project involves a portion of the real estate from adjacent property owners.

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Final selection of the design for this project will be made based upon the following: Iowa Department of Natural Resources (IDNR) No-Rise Standards.

The person designated by the City of Ames as to whom communications should be made about this project is: Tracy Peterson, P.E., Municipal Engineer, 515 Clark Avenue, Ames, IA 50010, Telephone (515) 239-5160.

Sincerely,

CLAPSADDLE-GARBER ASSOCIATES, INC.

Jeffrey W. Sogge  
Land Acquisition Agent

December 21, 2020

MKTM, LLC  
1816 SE 5<sup>th</sup> St.  
Ames, IA 50010

Story County Property ID Number: 09-11-401-040

### NOTICE OF PUBLIC HEARING

YOU ARE HEREBY NOTIFIED pursuant to Iowa Code §6B.2A that a public hearing will be held before the Ames City Council in Council Chambers, City Hall, at 515 Clark Avenue, Ames, IA 50010, at 6:00 p.m. on January 26, 2021, for the purpose of receiving public input into the consideration of whether or not to authorize the potential use of eminent domain authority (condemnation) with respect to the Squaw Creek Flood Mitigation Land Acquisition Project now under consideration and the final design of that project. The current site-specific design for this project involves a portion of the real estate from adjacent property owners.

**\*DUE TO THE COVID-19 PANDEMIC, THIS MEETING WILL BE CONDUCTED AS AN ELECTRONIC MEETING. IF YOU WISH TO PROVIDE INPUT ON ANY ITEM, YOU MAY DO SO AS A VIDEO PARTICIPANT BY GOING TO: <https://zoom.us/j/826593023>**

OR BY TELEPHONE BY DIALING: US: 1-312-626-6799 or toll-free: 1-888-475-4499  
Zoom Meeting ID: 826 593 023

The purpose of the project is to come into compliance with standards and requirements of the Federal Emergency Management Agency (FEMA) of the United States for mitigating the impact of future flooding in Ames.

Following the public meeting, the City Council may consider a resolution or other declaration of intent to acquire or condemn, if necessary, all or a portion of your property for the purpose of public improvement.

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Sincerely,

CLAPSADDLE-GARBER ASSOCIATES, INC.

Jeffrey W. Sogge  
Land Acquisition Agent

December 21, 2020

Amerco real Estate Company  
P.O. Box 29046  
Phoenix, AZ 85038-9046

Story County Property ID Number: 09-11-400-065

### NOTICE OF PUBLIC HEARING

YOU ARE HEREBY NOTIFIED pursuant to Iowa Code §6B.2A that a public hearing will be held before the Ames City Council in Council Chambers, City Hall, at 515 Clark Avenue, Ames, IA 50010, at 6:00 p.m. on January 26, 2021, for the purpose of receiving public input into the consideration of whether or not to authorize the potential use of eminent domain authority (condemnation) with respect to the Squaw Creek Flood Mitigation Land Acquisition Project now under consideration and the final design of that project. The current site-specific design for this project involves a portion of the real estate from adjacent property owners.

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The person designated by the City of Ames as to whom communications should be made about this project is: Tracy Peterson, P.E., Municipal Engineer, 515 Clark Avenue, Ames, IA 50010, Telephone (515) 239-5160.

Sincerely,

CLAPSADDLE-GARBER ASSOCIATES, INC.

Jeffrey W. Sogge  
Land Acquisition Agent



December 21, 2020

B and D Land, L.C.  
4002 Stone Brooke Rd.  
Ames, IA 50010-2900

Story County Property ID Number: 09-11-400-120

### NOTICE OF PUBLIC HEARING

YOU ARE HEREBY NOTIFIED pursuant to Iowa Code §6B.2A that a public hearing will be held before the Ames City Council in Council Chambers, City Hall, at 515 Clark Avenue, Ames, IA 50010, at 6:00 p.m. on January 26, 2021, for the purpose of receiving public input into the consideration of whether or not to authorize the potential use of eminent domain authority (condemnation) with respect to the Squaw Creek Flood Mitigation Land Acquisition Project now under consideration and the final design of that project. The current site-specific design for this project involves a portion of the real estate from adjacent property owners.

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Sincerely,

CLAPSADDLE-GARBER ASSOCIATES, INC.

Jeffrey W. Sogge  
Land Acquisition Agent

December 21, 2020

MKTM, LLC  
1816 SE 5<sup>th</sup> St.  
Ames, IA 50010-6404

Story County Property ID Number: 09-11-401-075

### NOTICE OF PUBLIC HEARING

YOU ARE HEREBY NOTIFIED pursuant to Iowa Code §6B.2A that a public hearing will be held before the Ames City Council in Council Chambers, City Hall, at 515 Clark Avenue, Ames, IA 50010, at 6:00 p.m. on January 26, 2021, for the purpose of receiving public input into the consideration of whether or not to authorize the potential use of eminent domain authority (condemnation) with respect to the Squaw Creek Flood Mitigation Land Acquisition Project now under consideration and the final design of that project. The current site-specific design for this project involves a portion of the real estate from adjacent property owners.

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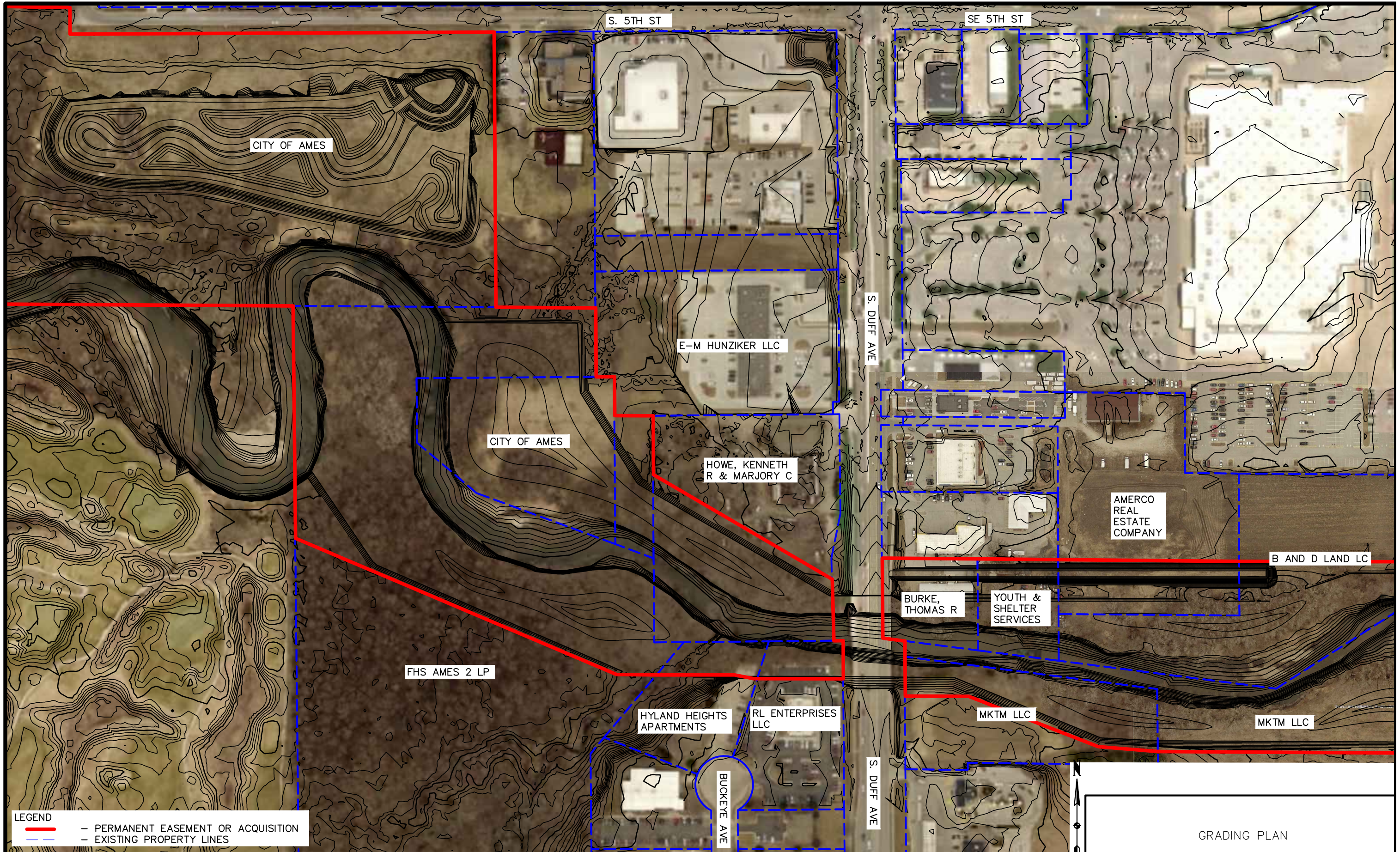
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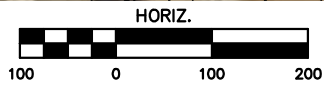
CLAPSADDLE-GARBER ASSOCIATES, INC.

Jeffrey W. Sogge  
Land Acquisition Agent





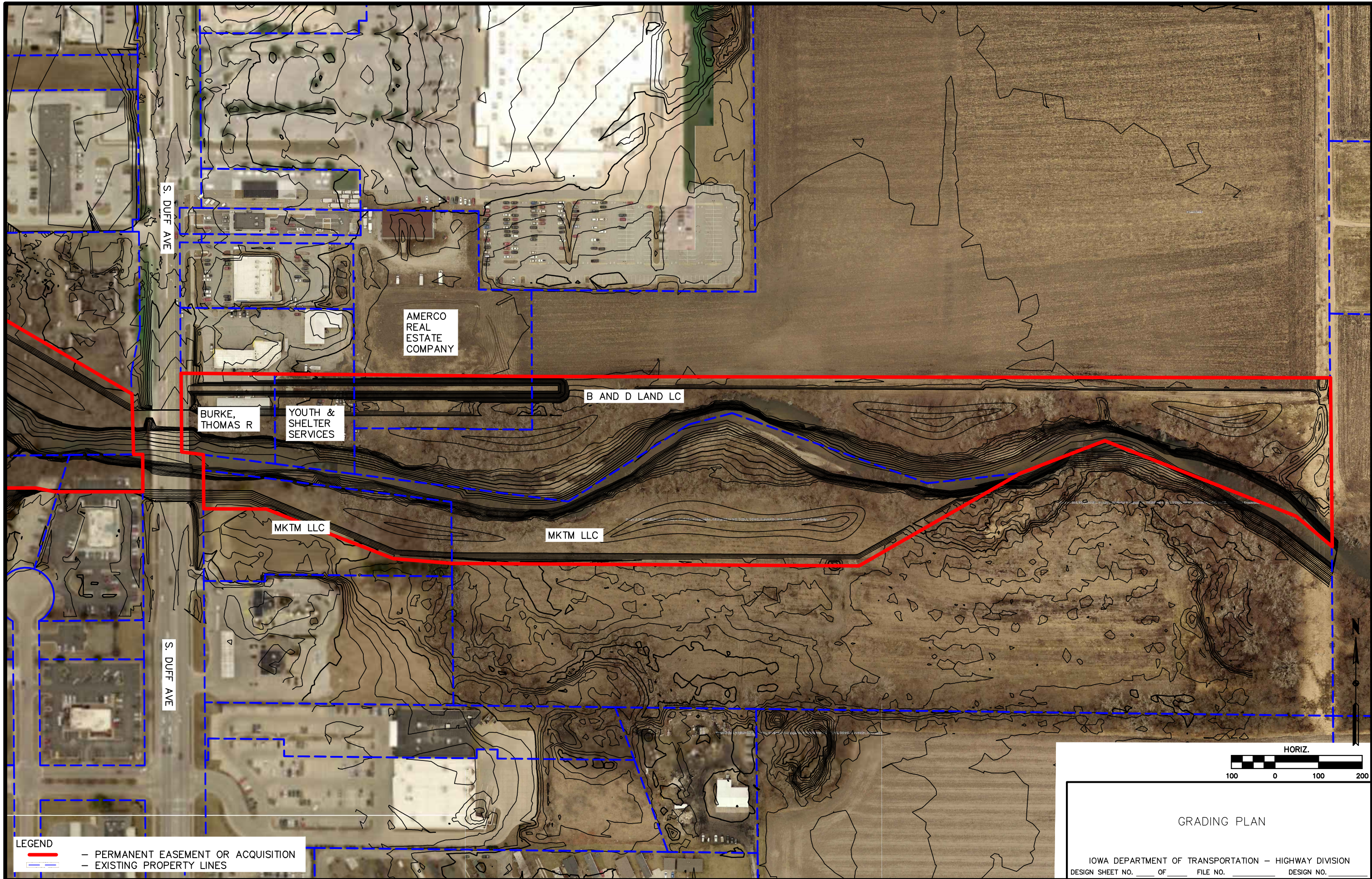
**LEGEND**  
 — PERMANENT EASEMENT OR ACQUISITION  
 - - - EXISTING PROPERTY LINES



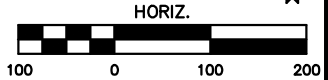
GRADING PLAN

IOWA DEPARTMENT OF TRANSPORTATION — HIGHWAY DIVISION  
 DESIGN SHEET NO. \_\_\_\_ OF \_\_\_\_ FILE NO. \_\_\_\_ DESIGN NO. \_\_\_\_





**LEGEND**  
 — PERMANENT EASEMENT OR ACQUISITION  
 - - - EXISTING PROPERTY LINES



GRADING PLAN

IOWA DEPARTMENT OF TRANSPORTATION — HIGHWAY DIVISION  
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