

ITEM #: 7
DATE: 12-12-23
DEPT: W&PC

COUNCIL ACTION FORM

**SUBJECT: AUTHORIZED SIGNATURES FOR WATERSHED-BASED
NUTRIENT REDUCTION PROGRAM**

BACKGROUND:

The Ames Water Pollution Control Facility is underway with an upgrade that will significantly increase the nutrient removal efficiency of the facility. When complete, the facility will meet the goals of the Iowa Nutrient Reduction Strategy.

The City Council authorized the Watershed-based Nutrient Reduction Program as a hedge against future changes in the goals of the strategy that would require a level of nutrient removal that the treatment plant was not designed for. This program, funded in the Water Pollution Control Facility's Capital Improvement Plan at \$200,000 per year, depends heavily on outside partners for assistance, both technical and financial. A key partner has been the US Department of Agriculture - Natural Resource Conservation Service (USDA-NRCS).

To facilitate the processing of documents associated with these programs, the USDA-NRCS has requested that the Ames City Council approve via resolution a list of individuals authorized to sign documents with the USDA. Below is the listing that staff recommends that the Council authorize.

- New memoranda of agreement and major modifications to existing memoranda of agreement; award of construction contracts, professional service agreements, and change orders exceeding \$50,000: Ames Mayor John Haila on behalf of the Ames City Council
- Minor modifications to existing memoranda of agreement; acceptance of payment assignment; award of construction contracts, professional service agreements, and change orders totaling less than \$50,000: Director of Water and Pollution Control John Dunn, Assistant Director of Water and Pollution Control (currently vacant), or an Assistant City Manager (Brian Phillips or after 1/25/24, Pa Vang Goldbeck), as otherwise consistent with the City's financial and purchasing policies
- Payment on construction contracts and professional service agreements; agreements with land owners: Director of Water and Pollution Control John Dunn, Assistant Director of Water and Pollution Control (currently vacant), City Environmental Specialist (Dustin Albrecht), or City Environmental Engineer (Matthew Jacob or Daria Dilparic)
- Documents related to the process of transferring funds to and from the City: Finance Director Corey Goodenow or City Treasurer Roger Wisecup

ALTERNATIVES:

1. Authorize the above list of positions, and the current incumbents of those positions, to sign documents with the USDA-NRCS associated with the Watershed-based Nutrient Reduction Program.
2. Do not approve the list of authorized positions. This would greatly slow the processing of documents with the USDA-NRCS, and could mean that the USDA would no longer participate as a funding partner.

CITY MANAGER'S RECOMMENDED ACTION:

The success of the Watershed-based Nutrient Reduction Program depends on maximizing the number of best management practices that can be installed each year. By leveraging the City's \$200,000, additional partners are willing to participate, dramatically increasing the number of practices that can be installed. The USDA-NRCS has requested a list of City employees who are authorized to sign documents on behalf of the City related to the Watershed-based Nutrient Reduction Program. While is no downside to the Council approving the list provided by staff, there is considerable benefit in maintaining the USDA as a participating partner in this program.. Therefore, it is the recommendation of the City Manager that the City Council approve Alternative 1, as described above.