

AGENDA
REGULAR MEETING OF THE AMES CONFERENCE BOARD
AND REGULAR MEETING OF THE AMES CITY COUNCIL
COUNCIL CHAMBERS - CITY HALL
JANUARY 24, 2017

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

REGULAR MEETING OF THE AMES CONFERENCE BOARD

CALL TO ORDER: 5:30 p.m.

1. Roll Call
2. Motion approving Minutes of February 23, 2016
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 5:30 p.m. on February 28, 2017, as date of public hearing on proposed FY 2017/18 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.

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

1. Motion approving payment of claims
2. Motion approving Minutes of Regular Meeting of January 10, 2017, and Special Meetings of January 14, 2017, and January 17, 2017
3. Motion approving Report of Contract Change Orders January 1 - 15, 2017
4. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class C Liquor - HyVee Market Café, 3800 Lincoln Way
 - b. Class C Liquor & Outdoor Service - West Towne Pub, 4518 Mortensen Road, Ste. 101
 - c. Class C Liquor & Outdoor Service - Dublin Bay, 320 S. 16th Street
 - d. Special Class C Liquor - Shogun of Ames, 3704 Lincoln Way
5. Motion approving 5-day (January 27 - January 31) Class C Liquor License for McFly's at the Hansen Ag Student Learning Center, 2508 Mortensen Road
6. Motion approving 5-day (February 4 - February 8) Class C Liquor License for Dublin Bay at Ames Ford Lincoln, 123 Airport Road
7. Motion approving ownership change for Class C Beer Permit and Class B Native Wine Permit for Casey's General Store #2905, 3612 Stange Road

8. Motion approving ownership change for Class E Liquor License, C Beer, & B Native Wine Permit for Casey's General Store #2560, 3020 S. Duff Avenue
9. Motion approving ownership change for Class E Liquor License, Class C Beer, & Class B Wine for Wal-Mart Store #749, 3015 Grand Avenue
10. Motion approving ownership change for Class E Liquor License, Class C Beer, & Class B Wine for Wal-Mart Supercenter #4256, 534 S. Duff Avenue
11. Motion approving ownership change for Class E Liquor License, Class C Beer, & Class B Wine for Sam's Club, 305 Airport Road
12. Resolution approving Quarterly Investment Report for quarter ending December 31, 2016
13. Correcting Resolutions for Sale of Alley between North Dakota Avenue and Delaware Street:
 - a. Resolution rescinding Resolution No. 16-388 regarding sale to Cheryl Kruger
 - b. Resolution rescinding Resolution No. 16-389 regarding sale to John Fisher and Kasandra Somers
 - c. Resolution authorizing sale of alley to Lile Parker Fox
 - d. Resolution authorizing sale of alley to Le and Joan Lubka
14. Resolution approving preliminary plans and specifications for the 2016/17 CyRide Route Pavement Improvements (S. 3rd/4th Street); setting February 21, 2017, as bid due date and February 28, 2017, as date of public hearing
15. Resolution approving single-source procurement of Website Subscription Service Upgrade with Vision Internet of El Segundo, California, in the amount of \$72,976
16. Contracts for Emerald Ash Borer Response Plan Years 3 and 4:
 - a. Resolution awarding contract for Ash Tree Removals to LawnPro of Ames, Iowa, in the amount of \$8,156
 - b. Resolution awarding contract for Ash Tree Stump Grinding to Finco Tree/Wood Service of Kelley, Iowa, in the amount of \$13,600
 - c. Resolution awarding contract for Ash Tree Treatment to Robert Kinnucan Tree Experts of Lake Bluff, Illinois, in the amount of \$70,125
 - d. Resolution awarding contract for Ash Tree Replacement to Country Landscapes of Ames, Iowa, in the amount of \$100,136.85
17. Resolution awarding contract to Kriz Davis of Ames, Iowa, for purchase of LED Luminaries for Electric Services Department in the amount of \$128,796 (inclusive of Iowa sales tax)
18. Resolution awarding contract to Ziegler Caterpillar of Altoona, Iowa, for purchase of Tractor Backhoe-Loader for Public Works Department in the amount of \$123,872
19. Resolution awarding contract to Fischer Brothers Enterprises of Eau Claire, Wisconsin, for Furman Aquatic Center Waterslide Restoration Project in the amount of \$97,000
20. Resolution approving contract and bond for City Hall Gymnasium HVAC Renovations
21. Resolution approving Change Order No. 2 with Wulfekuhle Injection and Pumping for Water Treatment Plant Lime Sludge Disposal Operations
22. Resolution accepting completion of Power Plant Fuel Conversion - Mechanical Installation General Work Contract
23. Grant Avenue (Hyde Avenue) Pavement Improvements:
 - a. Resolution approving Change Order No. 3
 - b. Resolution accepting completion
24. ISU Research Park Phase III - Roadway Paving
 - a. Resolution approving Change Order No. 5
 - b. Resolution accepting completion
25. Resolution accepting completion of City Hall Roof Project

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 five minutes.**

PUBLIC WORKS:

26. 2016/17 U. S. Highway 69 Improvements Program (South Duff Avenue Traffic Signal):
 - a. Resolution approving Cost-Share Agreement for construction
 - b. Resolution approving Cross-Access Easement Agreement
 - c. Resolution awarding contract to Con-Struct, Inc., of Ames, Iowa, in the amount of \$1,150,026 (tabled from 12/13/16, 12/20/16, 1/10/17)

ADMINISTRATION:

27. Discussion of Campus and Community Commission:
 - a. Motion establishing membership and charge
 - b. Motion directing City Attorney to prepare Ordinance
28. Motion adopting revised City Council goals for 2017

PLANNING & HOUSING:

29. Staff Report regarding request from Iowa State Ready-Mix for text amendment pertaining to solar
30. Staff Report regarding parking requirements in Neighborhood Commercial Zoning District

HEARINGS:

31. Hearing on 2016/17 Water System Improvements Program #1 - Water Service Transfer:
 - a. Resolution approving final plans and specifications and awarding contract to Ames Trenching & Excavating, Inc., of Ames, Iowa, in the amount of \$422,737.00
32. Hearing on South Skunk River Basin Watershed Improvements (City Hall Parking Lot):
 - a. Resolution approving final plans and specifications and awarding contract to Manatt's, Inc., of Ames, Iowa, in the amount of \$948,116.35
 - b. Resolution approving reallocation of \$161,400 to this project from savings from City Hall Roof project
33. Hearing on Water Pollution Control Facility Electrical Switchgear Rehabilitation Project:
 - a. Resolution approving final plans and specifications and awarding contract to Tri-City Electric Company of Iowa of Davenport, Iowa, in the amount of \$30,376
34. Hearing on 2016/17 CDBG Public Facilities Improvement Program (Mainstream Living Parking Lot):
 - a. Resolution approving final plans and specifications and awarding contract to Con-Struct, Inc., of Ames, Iowa, in the amount of \$84,763.90
35. Hearing on CyRide 2016 Security Entry System, Phase 1:
 - a. Resolution approving final plans and specifications and awarding contract to Electronic Engineering Company of Des Moines, Iowa, in the amount of \$58,300

COUNCIL COMMENTS:

ADJOURNMENT:

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

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

**AMES, IOWA
FEBRUARY 23, 2016**

REGULAR MEETING OF THE AMES CONFERENCE BOARD

The Regular Meeting of the Ames Conference Board was called to order by Chairperson Ann Campbell at 5:30 p.m. on February 23, 2016. Present from the Ames City Council were Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, Chris Nelson, and Peter Orazem. Story County Board of Supervisors was represented by Rick Sanders and Paul Toot. Representing the Ames School Board were Lewis Rosser and Bill Talbot. Gilbert and United Community School Districts were not represented.

MINUTES OF JANUARY 12, 2016, MEETING OF THE CONFERENCE BOARD: Moved by Sanders, seconded by Rosser, to approve the Minutes of the January 12, 2016, meeting of the Ames Conference Board.

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

PUBLIC HEARING ON PROPOSED FY 2015/16 BUDGET FOR CITY ASSESSOR'S OFFICE: Chairperson Campbell opened the public hearing. After no one came forward to speak, the hearing was closed.

Moved by Nelson, seconded by Sanders, to adopt the FY 2016/17 budget for the Ames City Assessor's Office.

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

ADJOURNMENT: Moved by Toot, seconded by Rosser, to adjourn the Ames Conference Board meeting at 5:32 p.m.

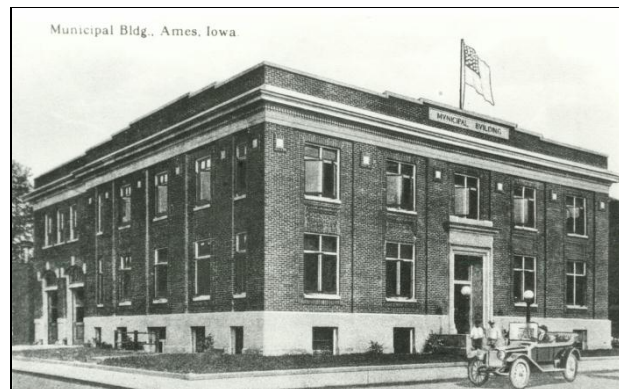
Vote on Motion: 3-0. Motion declared carried unanimously.

Diane R. Voss, City Clerk

Ann H. Campbell, Chair

Gregory Lynch, City Assessor

City Assessor's 2017-2018 Annual Report To the Ames City Conference Board



Conference Board Members

Chairperson:

Ames Mayor Ann Campbell

Ames City Council:

Bronwyn Beatty-Hansen • Gloria Betcher • Amber Corrieri • Tim Gartin • Chris Nelson • Peter Orazem

Story County Board of Supervisors:

Marty Chitty • Lauris Olson • Rick Sanders

School Boards of Directors:

Ames:

Rodney Briggs • Luke Deardorff • Mike Espeset • Alisa Frandsen • Tim Rasmussen
• Lewis Rosser • Bill Talbot

Gilbert:

Brian Anderson • Sean Barber • Tyler Holck • Kim Mosiman • John Nelson

United:

Valerie Brewer • Leonard Larsen • Ron Miller • Kathy Toms • Kristin Zehner

Ames City Assessor's Budget Proposal for the 2017-2018 Fiscal Year
For the Conference Board meeting at 5:30 p.m. on January 24, 2017

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

The Mini Conference Board met January 10, 2017, to review the Assessor's budget proposal. Members present were Peter Orazem, Ames City Council; Bill Talbot, Ames School Board of Directors; Lauris Olson, Story County Board of Supervisors; and Greg Lynch, Ames City Assessor. Also present were Brenda Swaim (City Assessor) and Dawn Tank (City Assessor).

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, and United Community) 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 in order 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.

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). The expiration date for each of the board members is as follows:

Roy Zingg	12/31/2017	Thomas Jackson	12/31/2020
Judy Albright	12/31/2018	Vacant	12/31/2021
Jami Larson	12/31/2019		

Tom Carey's term ended December 31, 2016. We thank him for his years of service. Ron Murphy has applied to become his replacement. Ron is a realtor with Friedrich Realty and his knowledge of our market would be an asset to the Board. I recommend that the Conference Board appoint him.

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.

ASSESSED AND TAXABLE VALUES

The tax base changes for assessed and taxable values from 2015 to 2016 are shown in the following two tables:

Table 1. Assessed Values

Ames Taxable Valuations by Class: 100% Assessed Values (in Thousands of Dollars)				
Class	2015 Actual	2016 Actual	Difference 2015 to 2016	% Change
Ag Land & Ag Bldgs	\$ 3,575	\$ 3,652	\$ 77	2.2%
Residential	\$ 2,962,478	\$ 3,040,783	\$ 78,305	2.6%
Multiresidential	\$ 123,939	\$ 132,869	\$ 8,931	7.2%
Commercial	\$ 774,437	\$ 784,381	\$ 9,944	1.3%
Industrial	\$ 151,482	\$ 152,246	\$ 764	0.5%
Railroads & Utilities Minus Gas & Electric	\$ 12,198	\$ 13,330	\$ 1,132	9.3%
Total Except Gas & Electric	\$ 4,028,108	\$ 4,113,931	\$ 85,823	2.1%
Gas & Electric Valuation	\$ 17,702	\$ 24,928	\$ 7,226	40.8%
100% Assessed Values Total	\$ 4,045,810	\$ 4,138,859	\$ 93,048	2.3%
T.I.F Value Not Included	\$0	\$0	\$0	

Source: Iowa Department of Management Reports for Story County as of January 1, 2016.

Table 2. Taxable Values

Ames Taxable Valuations by Class: Rolled Back or Taxable Values (in Thousands of Dollars)				
Class	2015 Actual	2016 Actual	Difference 2015 to 2016	% Change
Ag Land & Ag Bldgs	\$ 1,649	\$ 1,735	\$ 86	5.2%
Residential	\$ 1,647,905	\$ 1,731,394	\$ 83,489	5.1%
Multiresidential	\$ 106,897	\$ 109,617	\$ 2,720	2.5%
Commercial	\$ 696,993	\$ 705,943	\$ 8,950	1.3%
Industrial	\$ 136,334	\$ 137,021	\$ 687	0.5%
Railroads & Utilities Minus Gas & Electric	\$ 11,523	\$ 12,510	\$ 987	8.6%
Total	\$ 2,601,301	\$ 2,698,221	\$ 96,920	3.7%
Military Exemptions	\$ (2,350)	\$ (2,323)	\$ 27	-1.1%
Taxable Total Except Gas & Electric	\$ 2,598,951	\$ 2,695,897	\$ 96,946	3.7%
Gas & Electric Valuation	\$ 5,323	\$ 669	\$ (4,654)	-87.4%
Taxable Values Total	\$ 2,604,274	\$ 2,696,566	\$ 92,292	3.5%
T.I.F Value Not Included	\$0	\$0	\$0	

Source: Iowa Department of Management Reports for Story County as of January 1, 2016.

Categorical changes of the 2016 taxable values are illustrated in the following table:

Table 3. Taxable Values

Class	2015 Taxable Value (in Thousands)	2016 Taxable Value (in Thousands)	Change from Revalue 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, Equalization	Total Change 2015 to 2016 (in Thousands)
Residential	\$1,647,905	\$1,731,394	\$7,040	\$784	\$45,460	\$39,934	(\$9,728)	\$83,490
% Changes			0.4%	0.0%	2.8%	2.4%	-0.6%	5.1%
MultiResidential	\$106,897	\$109,617	\$1,877	\$2,300	\$11,456	(\$4,983)	(\$7,931)	\$2,720
% Changes			1.8%	2.2%	10.7%	-4.7%	-7.4%	2.5%
Commercial	\$696,993	\$705,943	\$4,883	(\$5,136)	\$53,318	\$0	(\$44,114)	\$8,950
% Changes			0.7%	-0.7%	7.6%	0.0%	-6.3%	1.3%
Industrial	\$136,334	\$137,021	\$0	(\$18)	\$2,353	\$0	(\$1,647)	\$688
% Changes			0.0%	0.0%	1.7%	0%	-1.2%	0.5%
Agricultural	\$1,649	\$1,735	(\$521)	\$340	\$0	\$51	\$217	\$86
% Changes			-31.6%	20.6%	0.0%	3.1%	13.1%	5.2%
Totals	\$2,589,777	\$2,685,710	\$13,279	(\$1,731)	\$112,586	\$35,003	(\$63,203)	\$95,934
% Changes			0.5%	-0.1%	4.3%	1.4%	-2.4%	3.7%
<i>Note: Does not include state-assessed property</i>								

Source: 2016 Abstract of Assessment; 2016 Reconciliation Report.

Agricultural assessed values (Table 1) increased 2.2% from 2015 to 2016. This was due primarily to reclassification.

Agricultural taxable values (Tables 2 & 3) experienced an increase of 5.2% from 2015 to 2016. Categorically it decreased due to revaluation. Increases were due to transfers and annexation and an increase in the rollback.

Residential assessed values (Table 1) increased 2.6% from 2015 to 2016. This was a result of revaluation, new construction and class change from commercial.

Residential taxable values (Tables 2 & 3) experienced an increase of 5.1% from 2015 to 2016. The largest contributing factors were the increase due to revaluation, new construction and increase in rollback.

Multiresidential assessed values (Table 1) experienced an increase of 7.2% from 2015 to 2016. The largest contributing factors were the increase due to revaluation, new construction.

Multiresidential taxable values (Tables 2 & 3) increased 2.5% from 2015 to 2016. This was a result of revaluation, new construction and class change from commercial. It decreased because the rollback decreased.

Commercial assessed values (Table 1) experienced an increase of 1.3% from 2015 to 2016. This is primarily the result of new construction.

Commercial taxable values (Tables 2 & 3) experienced a similar increase of 1.3% from 2015 to 2016. The increase caused by new construction was offset by the loss caused by exemptions.

Industrial assessed values (Table 1) experienced an increase of 0.50% from 2015 to 2016. This is due to new construction.

Industrial taxable values (Tables 2 & 3) mirrored the 100% assessed values from 2015 to 2016. Categorically it increased due to revaluation and decreased because of exemptions.

Excluding railroads and utilities, the overall change for the upcoming fiscal year is 3.7% more taxable value, as shown in Table 3.

DEPARTMENT ACTIVITIES

After much difficulty, we are happy to report that both of our appraiser positions will be filled starting January 25.

We have interviewed two different groups of applicants for the Database Manager position, but unfortunately we will have to reopen the application process for it.

We have had a very difficult time keeping up our workload. The rate at which our city is growing is too much for us to handle. We recognize that we have been at a disadvantage because of the turnover of our Appraisers, and the vacant Database Manager position.

We looked at our current workflow process and decided in the spirit of process improvement we needed a professional to help us become more efficient. I called and spoke with Peter Orazem in May of 2016 and informed him of our plan and asked him for suggestions on whom to use. He suggested we contact Rick Brimeyer. Rick has previously worked with both Fleet Services and Parks & Recreation on projects. I spoke with Corey Mellies, Director of Fleet Services, and Keith Abraham, Director of Parks & Recreation, about their experience with Rick. They both gave very favorable recommendations. I contacted Rick and he informed me that his current workload was very heavy, but that he has worked with Susan Parker who specializes in office workflow process. We then contracted with her to facilitate and lead a process improvement operation.

We met with Susan and provided information on how we currently operate, and she has conducted multiple meetings with us. After studying our office procedures and current staffing level, she has recommended that we add one more Administrative Assistant. I have budgeted for this position.

We were lucky enough this fall to employ two interns who have really excelled at getting the residential construction entered into our database. 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 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.

The table on **Attachment "C"** shows the quarterly activity of sales that are good for analysis (arms-length sales). The number of new homes built in 2016 that sold appears to be down from 2015.

New Construction Sales: The price per square foot is the most reliable indication of price increase. Annual percentage changes and cumulative changes since 1995 are the right two columns. The report shows that the sales price for new homes increased. The average new home price per square foot is up approximately 8.3% as compared to 2015 (shown in the row heading "New construction sales"). It was \$204.16 in 2015 and \$221.02 in 2016. The median sales price showed an increase of 4.9% from \$348,538 in 2015 to \$365,500 in 2016 (shown in the column heading "Median Price").

Existing House Sales: The total number of sales decreased by 23.2% from 897 in 2015 to 689 in 2016. The average sale price per square foot shows an increase of 10.5% from \$134.81 in 2015 to \$148.97 in 2016 (shown in the row heading "Existing houses"). The median sales price showed a decrease of 2.3% from \$198,500 in 2015 to \$194,000 in 2016 (shown in the column heading "Median Price").

There is ongoing development of our Beacon website (WWW.AmesAssessor.org) to better serve our needs as well as the public's. This site continues to be our most active method of communication with the public. 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 are updated by the city's GIS staff as the Planning department makes zoning changes.

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

STAFF

The full-time employees of the City Assessor's Office and their starting dates as full-time employees with this office are as follows:

- | | | |
|---|----------|------|
| ▪ Greg Lynch, City Assessor | February | 2006 |
| ▪ Brenda Swaim, Chief Deputy Assessor | December | 1996 |
| ▪ Judy Heimerman, Office Assistant I | January | 1990 |
| ▪ Dawn Tank, Administrative Assistant | January | 2015 |
| ▪ Scott Harvey, Residential Appraiser | April | 2016 |
| ▪ Chris Bilslend, Residential Appraiser | January | 2017 |
| ▪ Database Manager | | |

BUDGET PROPOSAL

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

Salaries: Initially I was going to propose a 3% cost of living increase and a 1% merit, for a 4.00% overall increase. I believe the 3% cost of living percentage is similar, or very close, to what the County and City employees might receive this year. The 1% merit will probably match the City. In the past, we have been instructed by the Mini Conference Board to mirror the cost of living and merit increases that the City employees receive, and since 2011 we have been trying to doing so. A problem arises when our budget is approved before the City's is finalized, and we don't match. The following table compares the overall percent increases for the City departments and our office since 2013/14:

Year	Assessor Cost of Living Increase	Assessor Merit Increase	City Cost of Living Increase	City Merit Increase	Difference Cost of Living	Difference Cost of Living
2013/14	2	1	2	1	0	0
2014/15	2	1	2	1	0	0
2015/16	2	1	2.25	1	0.25	0
<u>2016/17</u>	<u>2</u>	1	<u>2.75</u>	1	<u>0.75</u>	0
Total	8		9		1.00	

This table illustrates that we are 1.00 percent behind the city in cost of living increases during this time period. Based on this, the expense items for the Assessor and all other staff are budgeted with a 3.75% cost of living increase and a 1.00% merit pool, for a total of 4.75%. (As always, exact salaries for staff will be based upon individual evaluations.)

Board of Review salaries are \$17.50 per hour. Their total remains the same as it was for 2016/17. 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 2017-2018, we would like to employ three interns to assist us with various projects that arise. This expense is estimated to be \$40,000 and it's shown on the Extra Help/Interns line item. This is an increase of one intern with an accompanying \$5,000 increase.

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	\$90
Appraisers (2)	\$90

Also included in the amount is a monthly cell phone allowance of \$25.00 a month for the four 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, this line also 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 staffing and use levels. I received notice that we could expect a 4% increase in health insurance costs for the upcoming fiscal year. The reason the increase is larger than 4% is that we have budgeted for an additional Administrative Assistant.

This also includes 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 full-time employees.

Board of Review Expenses: This line represents payment of the Board's mileage, postage and supplies. The cost comes to \$1,500.

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 is paid at the current IRS rate. (As of January 1, 2017, the rate is \$0.535 per mile.)

We have access to a pool vehicle provided by the city whenever possible. The rate for it is currently \$0.45 per mile.

Pictometry Aerial Flights: In 2013, the cost for oblique aerial photography was \$21,528 (\$7,176/yr for 3 yrs). In 2015, the cost increased to \$24,750 (\$8,250/yr for 3 yrs). In 2017, the cost increased to \$43,946, and for 2019 and 2021 the cost will be \$45,596 each year.

These aerial photographs are heavily used by our office as well as other City of Ames departments. With the rate at which our city is growing, the opportunity to receive updated imagery every two years would not only be very beneficial to our office and several other city departments, but by moving to a 2-year cycle, other city departments have agreed to help bear half of the cost for the next six years (\$11,261/yr for 6 yrs).

ASSESSMENT APPEALS

Property Assessment Appeal Board

For 2016, one case was filed with the Property Assessment Appeal Board. It was a residential property that PAAB concluded in its ruling that it hadn't been timely filed.

We will revalue all single family residential properties as well as apartments, and possibly all commercial properties for 1/1/2017. We anticipate mailing out over 16,000 assessment notices. It has been our experience when we mail out that many notices; we have a corresponding large number of appeals filed.

OFFICIAL BUDGET DETAIL

A copy of the official budget detail form to be published is **Attachment "B."**

CITIZEN SURVEY & EVALUATION

In the past, our office has conducted this survey. The City of Ames conducts an annual survey, and with their permission, we will have some questions about our office's performance incorporated into it for next year. This will save our office time and money.

Submitted January 15, 2017, by Gregory P. Lynch, Ames City Assessor.

AMES CITY ASSESSOR 2017-2018 BUDGET PROPOSAL						
Item	FY 15-16 Actual Expenses	FY 16-17 Actual Expenses for the First 13 Requisitions	FY 16-17 Projected Expenses for the Year	FY 16-17 Budget	FY 17-18 Proposed Budget	% of Change Between Proposed & Current Budget
Assessor (FY 16-17: Extraordinary 27th Pay Period)	\$ 127,357	\$ 65,444	\$ 136,144	\$ 136,350	\$ 137,540	0.9%
Deputy (FY 16-17: Extraordinary 27th Pay Period)	101,861	52,368	108,942	109,107	110,058	0.9%
Staff (FY 16-17: Extraordinary 27th Pay Period)	160,523	102,940	239,621	310,527	348,790	12.3%
Longevity	1,120	580	1,180	1,180	1,240	5.1%
Overtime Pay	1,120	473	2,500	5,000	5,000	0.0%
Extra Help / Interns	65,537	10,148	35,000	35,000	40,000	14.3%
Board of Review	1,524	-	7,590	7,590	2,000	-73.6%
Taxable Fringe Benefits	3,422	1,719	3,720	3,720	4,830	29.8%
F.I.C.A. @ 7.65%	33,934	17,216	43,831	46,548	49,684	6.7%
I.P.E.R.S. @ 8.93%	39,232	19,228	50,832	54,337	57,565	5.9%
Health Insurance & Workers' Comp	81,369	46,998	96,739	132,000	146,943	11.3%
Unemployment Compensation	-	-	-	500	500	0.0%
Life & Disability Insurance	2,255	1,188	2,254	4,100	4,100	0.0%
Total Payroll & Related Expenses	\$ 619,254	\$ 318,302	\$ 728,353	\$ 845,959	\$ 908,250	7.4%
Board of Review Expenses	\$ 1,588	\$ 61	\$ 1,500	\$ 1,500	\$ 1,500	0.0%
Office Supplies	4,238	2,224	4,500	4,500	4,500	0.0%
Postage & Mailing	590	59	9,000	9,000	4,500	-50.0%
Employee Mileage & Expenses	1,944	723	2,000	5,640	5,640	0.0%
Communication Services	4,407	1,862	4,300	4,300	4,200	-2.3%
Data Processing Services / Major Software	88,550	21,740	87,000	89,000	93,095	4.6%
Education & Training	18,343	4,871	11,000	18,000	20,000	11.1%
Utilities (City Hall Expenses)	15,088	5,616	15,300	17,280	17,790	3.0%
Equipment Rental & Maintenance	1,899	660	3,000	5,000	3,000	-40.0%
Equipment & Machinery (Purchases)	3,461	1,854	9,854	600	3,000	400.0%
Assessment Appeals / Court Costs	30,300	13,500	13,500	66,000	66,000	0.0%
Management Services / Contingency	21,319	975	1,880	1,000	1,000	0.0%
Total Office Expenses	\$ 191,727	\$ 54,145	\$ 162,834	\$ 221,820	\$ 224,225	1.1%
Total Payroll & Office Expenses	\$ 810,981	\$ 372,447	\$ 891,187	\$ 1,067,779	\$ 1,132,475	6.1%
MAPS & GIS Project	\$ 14,200	\$ 7,300	\$ 14,200	\$ 15,200	\$ 14,200	-6.6%
Revaluation Project	-	-	-	-	-	0.0%
Total Special Projects	\$ 14,200	\$ 7,300	\$ 14,200	\$ 15,200	\$ 14,200	-6.6%
Total Expenses	\$ 825,181	\$ 379,747	\$ 905,387	\$ 1,082,979	\$ 1,146,675	5.9%
Doc Management Software (Data Processing)	\$ -	\$ -	\$ -	\$ 17,000	\$ -	-100.0%
Total Expenses with Doc Mgmt Software	\$ 825,181	\$ 379,747	\$ 905,387	\$ 1,099,979	\$ 1,146,675	4.2%

CURRENT STAFF vs. CURRENT STAFF WITH ADDITIONAL CLERK 2017 - 2018 PROPOSED BUDGET					
	Current Staff	% of Change Between Proposed & Current Budget	Current Staff with Additional Clerk	% of Change Between Proposed & Current Budget	Additional Clerk Only
Staff	\$ 298,818	-3.8%	\$ 348,790	12.3%	\$ 49,972
F.I.C.A. @ 7.65%	22,860	-3.8%	26,682	12.3%	3,822
I.P.E.R.S. @ 8.93%	26,684	-3.8%	31,147	12.3%	4,463
Health Insurance	80,439	-9.4%	101,287	14.1%	20,848
Unaffected Payroll Items	400,344		400,344		N/A
Total Payroll & Related Expenses	\$ 829,145	-2.0%	\$ 908,250	7.4%	\$ 79,105
Total Payroll & Office Expenses	\$ 1,053,370	-1.3%	\$ 1,132,475	6.1%	
Total Expenses	\$ 1,067,570	-1.4%	\$ 1,146,675	5.9%	

DATA PROCESSING SERVICES / MAJOR SOFTWARE 2017 - 2018 PROPOSED BUDGET	
City Information Technology Costs (Network, Email, GIS, Etc.)	\$ 30,984
Fiber Connectivity to Story County	3,600
OXEN Technology (Monthly Managed Services, Etc.)	12,000
Estimated CAMA Software & Ongoing Support Costs	15,000
Tyler Technologies	6,500
Pictometry Aerial Photography	13,511
Consulting on Miscellaneous Data Processing Issues	7,500
Miscellaneous Expenses	4,000
Total 2017 - 2018 Proposed Budget	\$ 93,095

AMES CITY ASSESSOR 2017 - 2018 PROJECTED SOURCE OF FUNDS AND BALANCES	
Item	Assessment Expense Fund
Beginning Balance 7-1-2016	\$ 489,965
Estimated Property Taxes	1,027,903
Other Income (Misc, Etc.)	40,059
Transfers In	-
Transfers Out	-
Available Resources	\$ 1,557,927
Expenses	(905,387)
Estimated Ending Balance 6-30-2017	\$ 652,540
Estimated Beginning Balance 7-1-2017	\$ 652,540
Property Tax Levy Proposed	\$ 857,867
Other Income (Misc, Credits, Etc.)	\$ 2,133
Transfers In	\$ -
Transfers Out	\$ -
Available Resources	\$ 1,512,540
Expenses	(1,146,675)
Estimated Ending Balance 6-30-2018	\$ 365,865

The projected ending balance is about 32% of the annual budget.

NOTICE OF PUBLIC HEARING – PROPOSED BUDGET Fiscal Year July 1, 2017 - June 30, 2018	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:	Meeting Time:	Meeting Location:
February 26, 2017	5:30	Council Chambers, Ames City Hall, 515 Clark Ave, Ames, IA

At the public hearing any resident or taxpayer may present 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 (Schedule 673-A) will be furnished upon request.

Clerk's Telephone Number:	PROPOSED BUDGET SUMMARY	Clerk's Name:
515-239-5375		Gregory P. Lynch

FUND (Use Whole Dollars)	Expenditures			D Transfers Out	E Estimated Ending Fund Balance FY 2018	F Estimated Beginning Fund Balance FY 2018	G Estimated Other Receipts	H Transfers In	I Estimated Amount To Be Raised By Taxation
	A FYE 6-30-2016 Actual	B FYE 6-30-2017 Re-estimated	C FYE 6-30-2018 Proposed						
1. Assessment Expense	825,181	905,387	1,146,675		347,124	633,799	2,133	0	857,867
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
7. TOTAL	825,181	905,387	1,146,675	0	347,124	633,799	2,133	0	857,867

Proposed taxation rate per \$1,000 valuation: \$ 0.31814

Residential Sales Summary by Quarter for Ames, Iowa

As of January 19, 2017

	A	B	C	D	E	F	G	H	I
1	Sales Period:	# Sold	Average Price	Average Hse Size	Price per sq.ft.	Average Year Built	Median Price	Annual % Change per SF	Cumulative % change \$/SF 1995 base
2	1st Quarter 1995	74	\$113,790	1,517	\$75.00	1961.1			
3	2nd Quarter 1995	147	\$120,453	1,411	\$85.38	1965.5			
4	3rd Quarter 1995	171	\$107,542	1,362	\$78.95	1962.3			
5	4th Quarter 1995	123	\$123,608	1,480	\$83.51	1963.1			
6	1995 Total Year	515	\$115,962	1,427	\$81.29	1963.2	\$97,750	n/a	n/a
7	1995 Sales Detail - Existing & New:								
8	Existing houses	452	\$106,322	1,355	\$78.47	1959	\$92,000	n/a	n/a
9	New construction sales	63	\$185,129	1,940	\$95.43	1994	\$172,676	n/a	n/a
182	1st Quarter 2013	81	\$173,039	1,353	\$127.89	1971.0			
183	2nd Quarter 2013	255	\$193,185	1,449	\$133.32	1978.1			
184	3rd Quarter 2013	246	\$199,076	1,462	\$136.17	1976.8			
185	4th Quarter 2013	157	\$200,655	1,471	\$136.41	1973.3			
186	2013 Total	739	\$194,525	1,447	\$134.39	1975.9	\$172,000	6.4%	65.3%
187	2013 Sales Detail - Existing & New processed to date:								
188	Existing houses	679	\$183,927	1,423	\$129.25	1973	\$166,450	5.3%	64.7%
189	Single-Family Detached	523	\$191,470	1,495	\$128.07	1967	\$170,000		
190	Townhouses/Condos	156	\$158,638	1,180	\$134.44	1991	\$145,500		
191	New construction sales	60	\$314,457	1,725	\$182.29	2013	\$296,012	9.3%	91.0%
192	Single-Family Detached	54	\$319,409	1,751	\$182.42	2013	\$311,601		
193	Townhouses/Condos	6	\$269,887	1,494	\$180.65	2013	\$266,700		
194	1st Quarter 2014	94	\$202,776	1,461	\$138.79	1978.2			
195	2nd Quarter 2014	219	\$203,031	1,488	\$136.45	1977.8			
196	3rd Quarter 2014	227	\$212,447	1,515	\$140.23	1976.4			
197	4th Quarter 2014	156	\$201,384	1,442	\$139.66	1975.9			
198	2014 Total	696	\$205,698	1,483	\$138.72	1977.0	\$189,000	3.2%	70.6%
199	2014 Sales Detail - Existing & New processed to date:								
200	Existing houses	643	\$199,214	1,481	\$134.51	1974	\$180,000	4.1%	71.4%
201	Single-Family Detached	499	\$207,719	1,555	\$133.58	1969	\$189,500		
202	Townhouses/Condos	144	\$168,743	1,223	\$137.97	1991	\$148,165		
203	New construction sales	53	\$284,365	1,503	\$189.20	2013	\$286,521	3.8%	98.3%
204	Single-Family Detached	34	\$323,467	1,709	\$189.27	2013	\$325,910		
205	Townhouses/Condos	19	\$214,394	1,134	\$189.06	2013	\$220,309		
206	1st Quarter 2015	149	\$198,221	1,407	\$140.88	1972.1			
207	2nd Quarter 2015	251	\$223,905	1,557	\$143.81	1977.1			
208	3rd Quarter 2015	409	\$187,218	1,406	\$133.16	1985.3			
209	4th Quarter 2015	135	\$211,514	1,469	\$143.99	1972.9			
210	2015 Total	944	\$202,184	1,455	\$138.93	1979.3	\$173,750	0.2%	70.9%
211	2015 Sales Detail - Existing & New processed to date:								
212	Existing houses	897	\$194,399	1,442	\$134.81	1977	\$198,500	0.2%	71.8%
213	Single-Family Detached	607	\$213,870	1,550	\$137.98	1969	\$189,900		
214	Townhouses/Condos	290	\$155,644	1,215	\$128.10	1996	\$134,094		
215	New construction sales	47	\$350,755	1,718	\$204.16	2014	\$348,538	7.9%	113.9%
216	Single-Family Detached	38	\$377,525	1,865	\$202.43	2014	\$374,010		
217	Townhouses/Condos	9	\$237,725	1,097	\$216.70	2014	\$220,590		
218	1st Quarter 2016	138	\$213,692	1,493	\$143.13	1972.1			
219	2nd Quarter 2016	246	\$220,446	1,442	\$152.88	1975.9			
220	3rd Quarter 2016	193	\$237,247	1,491	\$159.12	1975.4			
221	4th Quarter 2016	145	\$224,219	1,459	\$153.68	1976.2			
222	2016 Total	722	\$224,404	1,468	\$152.84	1975.1	\$197,500	10.0%	88.0%
223	2016 Sales Detail - Existing & New processed to date:								
224	Existing houses	689	\$216,902	1,456	\$148.97	1973	\$194,000	10.5%	89.9%
225	Single-Family Detached	565	\$223,366	1,513	\$147.63	1969	\$197,500		
226	Townhouses/Condos	124	\$187,449	1,197	\$156.60	1990	\$168,625		
227	New construction sales	33	\$381,044	1,724	\$221.02	2015	\$365,500	8.3%	131.6%
228	Single-Family Detached	26	\$401,525	1,828	\$219.65	2015	\$377,990		
229	Townhouses/Condos	7	\$304,972	1,339	\$227.76	2015	\$320,000		
230	NOTE 1: Sales are assigned to quarters according to the month and year the deed was executed.								
231	NOTE 2: 1-family houses include townhouses, condominiums, detached houses, and attached houses.								
232	NOTE 3: Recent quarters may include unverified sales information; all sales are subject to correction.								
233	NOTE 4: Recent sales may not be included. New houses are not included until after they have been inspected.								

MINUTES OF THE REGULAR MEETING OF THE AMES CITY COUNCIL

AMES, IOWA

JANUARY 10, 2017

The Regular Meeting of the Ames City Council was called to order by Mayor Ann Campbell at 6:00 p.m. on the 10th day of January, 2017, in the City Council Chambers in City Hall, 515 Clark Avenue. Council Members Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, Chris Nelson, and Peter Orazem were present. *Ex Officio* Member Sam Schulte was also present.

PROCLAMATION FOR SLAVERY AND HUMAN TRAFFICKING PREVENTION AND AWARENESS WEEK: Mayor Campbell proclaimed January 10 - 17, 2017, as *Slavery and Human Trafficking Prevention and Awareness Week*. Accepting the Proclamation was George Belitsos, Chairman of the Human Trafficking Prevention Network.

CONSENT AGENDA: Council Member Gartin asked to pull Item 12, the Engineering Services Agreement for the design of Grand Avenue, for separate discussion.

Moved by Nelson, seconded by Corrieri, to approve the following items on the Consent Agenda:

1. Motion approving payment of claims
2. Motion approving Minutes of Regular Meeting of December 20, 2016, and Special Meeting of December 23, 2016
3. Motion approving Report of Contract Change Orders for December 16-31, 2016
4. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class A Liquor - American Legion, Ames Post #37, 225 Main Street
 - b. Class B Beer & Class B Native Wine - Indian Delights Express, 120 Welch Avenue
 - c. Class B Beer & Outdoor Service - Torrent Brewing Co., LLC, 504 Burnett Avenue
 - d. Class C Liquor - Café Beau, 2504 Lincoln Way
 - e. Class C Liquor & Outdoor Service - Chipotle Mexican Grill, 435 S. Duff Avenue, Ste. 102
 - f. Special Class C Liquor - Vesuvius Wood-Fired Pizza, 1620 S. Kellogg Avenue, Ste. 108
5. Motion approving 5-day (January 28 - February 1) Class C Liquor License for Christiani's Events at the ISU Alumni Center, 420 Beach Avenue
6. Motion approving 5-day (January 12 - January 16) Class C Liquor License for Olde Main Brewing Company at the CPMI Event Center, 2321 North Loop Drive
7. Motion approving 5-day (January 20 - January 24) Class C Liquor License for The Mucky Duck Pub, LLC. at Reiman Gardens, 1407 University Boulevard (pending dram)
8. RESOLUTION NO. 17-001 approving and adopting Supplement No. 2017-1 to *Municipal Code*
9. RESOLUTION NO. 17-002 authorizing .25 FTE increase to Human Resources staff
10. RESOLUTION NO. 17-003 approving request to transfer remaining 2016/17 ASSET funds for Home Delivered Meals from Mary Greeley Home Health Services to Heartland Senior Services
11. RESOLUTION NO. 17-005 approving Agreement with Hunziker Development to allow operation of Unmanned Aircraft System within Ames airspace
12. RESOLUTION NO. 17-006 approving Releases of Assessment and Utility Connection Fee Obligation for Lots 8 and 9 in Eastgate Subdivision
13. RESOLUTION NO. 17-007 approving preliminary plans and specifications for 2014/15 Low-Point Drainage Improvements; setting February 8, 2017, as bid due date and February 14, 2017, as date of public hearing
14. RESOLUTION NO. 17-008 approving preliminary plans and specifications for Resource Recovery Tipping Floor Replacement; setting February 8, 2017, as bid due date and February 14, 2017, as date of public hearing
15. RESOLUTION NO. 17-009 accepting completion of WPC Sludge Pumping Building Heat Recovery Unit Replacement Project
16. RESOLUTION NO. 17-010 accepting completion of WPC Clarifier Drives Replacement Project

17. RESOLUTION NO. 17-011 accepting completion of 2015/16 Airport Improvements (Taxiway 01/19 Rehab)
18. RESOLUTION NO. 17-012 approving partial completion of public improvements and reducing security for Scenic Valley Subdivision, 2nd Addition
19. RESOLUTION NO. 17-013 approving partial completion of public improvements and reducing security for Scenic Point Subdivision
20. RESOLUTION NO. 17-014 approving Final Plat for Cochrane Farm Subdivision (4605 Hyde Avenue)

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

ENGINEERING SERVICES AGREEMENT FOR DESIGN OF GRAND AVENUE EXTENSION: Council Member Gartin said that he had pulled this item to point out that the City was taking an important step towards extending Grand Avenue. Municipal Engineer Tracy Warner said the City was getting very close to getting the environmental clearances that were discussed at the November 29, 2016, meeting. She stated that the City will be having a public meeting regarding this project at the beginning in February.

Moved by Gartin, seconded by Corrieri, RESOLUTION NO. 17-004 approving an Engineering Services Agreement with Shive Hattery of West Des Moines, Iowa, in an amount not to exceed \$1,045,000 for design of the Grand Avenue Extension project.

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

PUBLIC FORUM: Mayor Campbell opened Public Forum.

Richard Deyoe, 505 - 8th Street, #2, Ames, stated that he had recently gone to the cemetery asking about purchasing a cemetery lot. Staff at the Cemetery reviewed the rules with him. He said that he was surprised to learn that the rules do not allow children to visit the cemetery unless accompanied by an adult. Mr. Deyoe shared his desire for Ames to have a nudist park like there is in a lot of places in this country.

No one else requested to speak, and the Mayor closed Public Forum.

OUTSIDE FUNDING REQUESTS IN FY 2017/18: Assistant City Manager Brian Phillips reminded the Council that at its December 13, 2016, meeting, no decision had been made regarding the amount of funding to be made available for 2017/18 Outside Funding Requests. The Council delayed its decision asking for information from the Main Street Cultural District (MSCD) pertaining to how much of its request was related to the Downtown holiday lighting expansion. City staff has learned that of MSCD's \$70,000 request, \$20,000 is for a second round of funding for decorative lighting along the north/south streets in Downtown and another \$7,000 is for Downtown beautification, e.g., banners, benches, flowers, etc.

According to Mr. Phillips, once the Council makes its decision as to the total amount of funding, the applications will be reviewed by a committee of staff members and residents, and recommendations will be made back to the City Council. He also noted that if the Council wanted to offer additional guidance on the allocation of the funding, it would be an appropriate time to make that known. Mr. Phillips noted that last year, \$136,900 had been allocated. The 2017/18 requests total \$178,225, which is over a 30% increase.

Mayor Campbell noted that the request from the Ames International Partner Cities Association (AIPCA) for 2017/18 is contingent on whether a partnership is formed with a new City. Mr. Phillips advised that the AIPCA normally requests \$5,000; however, it is currently pursuing a partnership with a city in Italy. If that proves successful, it would utilize the entire \$8,000; if not, its request would be \$5,000.

At the inquiry of Council Member Orazem as to how the request for funding from the Main Street Cultural District (MSCD) for holiday lighting had been handled last year, Mr. Phillips answered that the Council had approved a separate allocation of \$20,000 out of Council Contingency in FY 2016/17. That amount was not reflected in the 2017/18 Request summary because it had been considered a one-time request. Council Member Orazem offered his preference to again keep the MSCD request for additional funding for lighting separate from the Outside Funding Request process.

Moved by Orazem, seconded by Betcher, to approve an increase of 6% from the current allocation (which would make the total amount \$145,114).

Council Member Gartin expressed his concerns about the appropriacy of two requests: Flying Cyclones and Colleges Against Cancer. City Manager Steve Schainker said the committee that will be reviewing the requests will pick up on the fact that they may not fit the criteria for Outside Funding Requests.

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

TRINITAS: Julie Gould, City Planner, advised that the City had received Annexation Petitions from two property owners representing 35.69 acres of land on the south side of Lincoln Highway. The site is immediately west of the Ames corporate limits and extends to the Boone County line of South 500th Avenue. The developer (Trinitas) has requested that the City Council initiate a 100% voluntary annexation of the four properties, which are located within the Southwest I Allowable Growth Area. The developer intends to pursue rezoning of the property to develop a student housing development configured with a mix of attached and detached housing types (with approximately 850 for-rent bedrooms) and public and private streets. According to Ms. Gould, the applicant's desired residential development would be consistent with a Village/Suburban Residential land use designation and the application would propose a Planned Residential Development for the layout and design of the project.

The Council was informed by Ms. Gould that staff had contacted the owner to the northwest of the proposed annexation area and the owner to the south of the site; however, neither owner has any interest in annexing to the City at this time. They would not be precluded from future annexation if they were not part of the proposed annexation. The first step for annexation is for the Council to accept the Petitions and refer them to the Planning and Zoning Commission for a recommendation.

Planner Gould reviewed Development Agreement issues. Water, sanitary sewer, storm sewer, street paving, sidewalk, and shared use path improvements are all needed to serve the proposed development and connect it to existing infrastructure east of the site. Although the site is within the Southwest I Allowable Growth Area and could be considered for "oversizing" incentives at City Council's discretion, the type of development and needed improvements would not generally be supported through oversizing and cost-sharing. The identification of the development improvements needs and potential costs in advance will assist the developer in understanding the obligations as site development is pursued. It will also afford the City the broadest level of discretion in consideration of off-site impacts with development of the site. Specific infrastructure issues to be considered in a Pre-Annexation Development Agreement were identified as: Lincoln Way road improvements, Lincoln Way shared-use path, paving of S. 500th Avenue, water main extension, stormwater improvements, sanitary sewer improvements, and transit service. There is a known sanitary sewer capacity issue. A study has been

done. It could not support any intensification of the area after this proposed development. Also, currently, CyRide Purple Route does not go beyond Thackeray Avenue on Lincoln Way, and there is no direct access to the system from the subject site. The nearest stop is approximately a half-mile east of the proposed development. The developer has indicated that they would be willing to commit to a private shuttle service for their residences; however, CyRide has indicated its opposition to private shuttle services because they are not coordinated with the City's transit operations. According to Ms. Gould, if the City Council has reservations about the potential 850-bed intensity of development or the arrangement of the exclusively rental configuration of dwelling units, it could address those issues within the Pre-Annexation Development Agreement.

Council Member Orazem pointed out that there had been quite a few improvements along College Creek. He asked to have more information on the surface water treatment. Director Diekmann said that the Stormwater Management Plan will have to be submitted and would have to be approved. It would need to meet the requirements of Chapter 5B of the *Code*.

Council Member Betcher noted that when staff refers to connecting to the shared use path that runs along the north side, that actually means the segment on the south that goes up to Wilder and then people would have to cross Lincoln Way to get to Wilder on the north. Also, at the inquiry of Ms. Betcher, Director Diekmann said that CyRide is opposed to private shuttle services because they are not coordinated with the City's transit operations. CyRide noted that they are not interested in changing its programming to accommodate a private shuttle service's schedule.

Council Member Orazem commented that if the City wanted to have another access of a shared use path, it seemed to him that rather than going along the south side of Lincoln Way, you could connect to the middle of this property. By connecting off the existing Daly Park Shared Use Path, there could be a way to extend the trail all the way out to the Boone/Story County Line. Director Diekmann stated that the greenway doesn't make it through the last block of houses all the way to the west property; however, staff will look at that. Mr. Orazem commented that it would be a nice extension of the trail farther west if it is possible. He pointed out that if the green area is part of the drainage area, that trail goes along the drainage area along College Creek all the way into Campus. Mr. Orazem recommended that staff look to see if the shared use path that goes to Daly Park could be extended all the way to the Boone County line.

Travis Vencel, representing Trinitas, said that the developer is in agreement with most of staff's recommendations. He is confident that they will be back in the next 60 days with an agreement to move forward on most, if not all, of the items.

Council Member Gartin asked if Mr. Vencel had any further thoughts on how to move students to Campus. Mr. Vencel said that they don't believe it needs to be part of the Development Agreement; however, they will continue to explore possible opportunities and discuss them with CyRide. He advised that it is not their practice to shuttle only to a CyRide shelter and then drop the riders off. The Mayor asked about the hours that they typically run their shuttles. Mr. Vencel answered that it varies market to market.

Treva Ward, 1012 Grand Avenue, Ames, commented that the matter of shared use path concerns him slightly. He noted that there is already a shared use path that runs entirely on the north side. Mr. Ward shared his concern that people would have to cross a major arterial with traffic running at 55 miles per hour. He recommended that the shared use path run entirely on the north side in order to promote safety and a protected crossing for people from this proposed development be provided; the City should not promote the construction of a short section of path on the south side. Mr. Ward thinks the City should be having discussion on continuity and promoting as few crossings as possible of major arterials.

Jason Yawn, 726 Carroll Avenue, Ames, asked if it would be better to utilize the money to reinforce the infrastructure of the City instead of spending money to expand the city limits. Director Diekmann stated that the developer is responsible for installing the infrastructure and all improvements that are associated with new development.

Marilyn Clem, 3306 Morningside, Ames, noted that the proposed development would be located right next to College Creek. She believes that if larger pipes are put in, her property will flood and Mike Peterson's property will flood. Ms. Clem wants to ensure that the water will not rise higher. She noted that her property flooded in October, almost flooded in December, and today, the water is rising fast and she has a large "ice skating pond" in her backyard. Council Member Gartin responded that he believes the improvements associated with the proposed development will actually help with the drainage. Ms. Clem believes that there will be more run off and further erode the banks of the Creek.

Director Diekmann told the Council that if the Council directs to move ahead with the Voluntary Annexation, it will come back for approval some time in February. The Council will also need to address the occupancy question and the plan for development.

Moved by Gartin, seconded by Corrieri, to refer the Petitions for Voluntary Annexation to the Planning and Zoning Commission and to direct staff to negotiate the terms of a Pre-Annexation Development Agreement.

Council Member Beatty-Hansen shared that she has concerns about putting so many students on the fringe of town. There will be a lot more cars and a lot more traffic. She also commented that she did not feel that the project is not a high enough priority to consume what is left of the sanitary sewer capacity. Ms. Beatty-Hansen said that she would prefer to handle the two items separately.

Council Member Gartin withdrew motion to direct staff to negotiate the terms of a Pre-Annexation Development Agreement.

Moved by Gartin, seconded by Corrieri, to refer the Petitions for Voluntary Annexation to the Planning and Zoning Commission.

Council Member Betcher cited her concerns about the proposed development specifically in light of the transit issues. She said she was also "a little gun shy" over what kinds of legal wrangling can come down the pike after a decision to annex the property is made, but the planned project is not approved.

City Attorney Judy Parks emphasized that annexation was not involved in the prior litigation that the City recently went through.

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

Moved by Gartin, seconded by Beatty-Hansen, to direct staff to negotiate terms of Development Agreement.

At the inquiry of Council Member Betcher, City Attorney Parks advised that the Development Agreement needs to come before the City Council for approval as part of the regular process. There is no guarantee that it would get the number of affirmative votes to move it forward.

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

321 STATE AVENUE DEVELOPMENT PROCESS: Director Kelly Diekmann stated that the City Council is being asked to provide direction on the process and range of uses that may be considered in the development of the 321 State Avenue property (Old Middle School site). The Council was reminded that a complete background on the range of issues related to development of affordable housing had been presented at its June 21 Workshop. At that meeting, the Council had directed staff to proceed with seeking HUD approval of the area as a Neighborhood Revitalization Strategy Area (NRSA) to allow for development of the site with a mix of household incomes and a minimum of 51% of the housing as affordable to low- and moderate-income households. The City was approved for NRSA designation for the area in November, and it is now time to proceed with selecting a preferred development option for the property.

According to Ms. Baker-Latimer, City staff met with eight representatives of the Old Middle School/College Creek Neighborhood in December to review information from the June workshop. The representatives emphasized that a majority of its members and property owners living in the neighborhood preferred a single-family owner-occupied housing type for the site.

Ms. Baker-Latimer outlined six policy issues that needed to be addressed:

1. Should the development process include a partner master developer or have the City serve as the developer to prepare the subdivision plat for individual sale of lots

It is staff's preference that a master developer be selected to develop the site.

2. Which City financial incentives should be offered for development of the property

It is staff's preference that Items a through d be utilized.

3. Should the percentage of homes affordable to low- and moderate-income households exceed the 51% minimum requirement for a NRSA

Staff has no preference regarding a minimum percentage; however, it should be noted that the fewer market rate houses that are allowed in the development, the higher the cost will be for the affordable homes.

4. What should be the requirements for ownership of either the affordable housing or market rate housing, or both

5. What building types should be allowed in the development

6. Should open space be incorporated with residential development at 321 State Avenue

Staff has no preference for relocating a park; however, this option could provide an opportunity to address the goals reflected in the current Consolidated Plan for providing owner-occupied and rental affordable housing

Council Member Orazem asked to know how this project would be related to the project on Sixth Street. Mr. Diekmann advised that Sixth Street development would only be related to this project if

Pertaining to Issue No. 4, Council Member Gartin wanted clarity as to what the public had been told about what housing type would be allowed. He noted that he thought he had communicated pretty clearly that one of the selling points was that it would be owner-occupied, single-family housing, and

he communicated that clearly to the public. Mr. Gartin said he thought that had been the sentiment of the Council as well. He again asked what was told to the public as to how the property would be used, i.e., owner-occupied versus rental. Director Diekmann recalled that comments had come from the public and made by some of the City Council members that the preference was for owner-occupied, single-family homes. Council Member Corrieri offered that she believed the Council's main focus of the discussions often centered around ensuring that it would be providing affordable housing for families. She strongly feels that, fundamentally, you can't build affordable housing without having a rental component. There are families who need affordable housing who will never get to the point of being able to buy a home. Ms. Corrieri pointed out that the Council has the right to learn from the process and change its opinion.

Council Member Betcher commented that the City Council spent a lot of time on rezoning the area. It ultimately was rezoned as Residential Low-Density, which sets limits on the intensity of the use. Therefore, you wouldn't see apartment buildings. Mr. Gartin noted that the comments from the public were that they didn't want rentals.

Housing Coordinator Vanessa Baker-Latimer recalled that, when the possibility using CDBG funds came into the conversation, the Council had been referred to the Consolidated Plan. Ms. Baker-Latimer stated that the need was for affordable single-family and low-income rentals, which was what came out of the Impediments Study. She stated that the justification to use CDBG funds was that the planned use of the property met the priority goals laid out in the 5-Year Consolidated Plan.

Ms. Betcher asked to know more about the possibility of relocating Franklin Park. She knows that the City normally looks at the radius of access to parks. According to Ms. Betcher, Franklin Park has mature trees, where the possible new location does not have mature trees or landscaping. Director Diekmann said that if it were moved to 321 State, park access would be extended a little bit farther to the east. Parks and Recreation Director Abraham stated that staff has not really looked at where Franklin Park would go if it were decided to move it to 321 State. There are some established trees at that location, but there are areas that are pretty much devoid of trees and landscaping. It all would depend on how the location fits in with the overall plan.

City Manager Schainker advised the Council members that the only reason to move Franklin Park would be if the Council was interested in the component of medium-density rental properties. Council Member Betcher noted that the City could have affordable rental homes as opposed to affordable rental apartments on State Street. Director Diekmann added that the main reason to move the Park is to get a site that scores very well on the RH Checklist for putting affordable housing near transit and services and not try to find a way to mix it in with single-family homes.

Sharon Guber, 2931 Northwestern Avenue, Ames, said that the neighborhood had been communicating very thoroughly with the City. She said she wished to address the topic of owner occupancy in relationship to the Breckenridge Settlement. Ms. Guber referenced the June 22, 2015, Press Release issued by the City stating that a settlement with Breckenridge had been reached to acquire the Middle Parcel for owner-occupied housing. She also noted that at the July 28, 2015, presentation by the City Attorney on the settlement, it was said, to "Provide an opportunity for home ownership in Ames that is not of a rental nature." According to Ms. Guber, the June 21, 2016, Staff Report stated that "321 State Avenue was acquired in December 2015 as part of the Breckenridge lawsuit settlement agreement." The parcel was acquired with Community Development Block Grant funds with the intent of creating affordable home ownership opportunities. Mayor Campbell pointed out that a number of needs have evolved as has an understanding in terms of what is possible for a development. The Council has also heard from a lot of people in the neighborhood who have expressed interest in rentals.

Ms. Guber said that she would accept that the Council may feel that there have been changes, but to keep saying that the “neighborhood was not of the understanding that the settlement was a trade-off for the 422 beds on the North Parcel for owner-occupied housing on the Middle Parcel” is more than incorrect.

Ms. Guber read the objectives and outcomes of the 2016-2017 Annual Action Plan. She showed the map depicting the Spring 2016 Apartment Project Estimate. Ms. Guber asked to know the City’s plan for owner-occupied affordable housing. According to Ms. Guber, the City was making a contract with the neighborhood when it said “owner-occupied housing on the Middle Parcel.”

Also, Ms. Guber said she had learned in June that a house that had been converted back to owner-occupied, was then sold to the City, and the City re-converted it back to a two-family rental. That meant that the City had taken a potential owner-occupied house out of the market.

It was the belief of Ms. Guber that the City had made an agreement with the neighborhood for owner-occupied housing to be on the Middle Parcel. The residents would like to stabilize the neighborhood.

Ms. Guber also provided the results of a large survey had been conducted to learn what amount of rental housing is acceptable. The interest of the people who responded (41% response rate) to the survey was clearly not to have any rental. Another question asked what housing style was preferable, which came back strongly for single-family detached.

Jason Paull, 1007 Arkansas Avenue, Ames, stated that he facilitates the AMOS Housing Team, which is a working group that researches housing issues in Ames and Story County and generates action to work towards housing stability in the community. The AMOS Housing Team is a member of the Ames Cluster, which is comprised of ten Ames institutions that represent hundreds of members of those institutions throughout Ames. Mr. Paull stated that they support a variety of housing options on the Middle Parcel for working families in this development, including various housing types, such as attached and detached, single- and multi-family options, options for ownership and rental opportunities, as well as a variety of price points. Each family is unique as to their situation and needs. The AMOS Housing Team proposed that 60% of the housing units built on the 321 State Avenue property be accessible to those at 60% or less of the average median income for the Ames Metropolitan statistical area.

Marilyn Clem, 3306 Morningside, Ames, 3310 Morningside, Ames, told the Council that she was interested in some quiet single-family homes for the neighborhood. She gave an example of a person in the neighborhood who has to pay \$1,500/month to rent her house, and said that Ames has to do something about the rental situation in Ames.

Julian Birch, 2925 Arbor Street, Ames, stated that his home directly connects with 321 State Avenue. He noted that there had been a comprehensive survey conducted last year to gauge the neighborhood’s feelings and preferences in the future development of 321 State Avenue. Mr. Birch noted that the clear majority of the survey’s respondents preferred owner-occupied detached single-family homes - no rentals to be included as there is already an over-abundance of them in this neighborhood;. It was expressed by Mr. Birch that there needs to be a balance between single-family homes and rentals.

Joanne Pfeiffer, 3318 Morningside Street, Ames, wanted to reaffirm that she was under the impression that 321 State Avenue would be single-family owner-occupied housing. She believes that there is already an over-abundance of rentals in the neighborhood. She said she is frightened for her neighborhood if there are more rentals. Ms. Pfeiffer stated her preference for there to be a balance of rental and homeownership.

Jan Flora, 1902 George Allen, Ames, said that he was a member of AMOS. He asked for an explanation of the workforce housing tax credits and whether that can only be utilized if it is a private developer. He asked if that meant that as much of 49% of the subsidy would go to those who have more than 80% of the area median income. Mr. Flora wanted to know if there was a way to focus that money on those who are 80% or lower of the area median income. He also asked if the City had looked at what the mix of renters and homeowners is in the surrounding area, and would it make sense to have that same mix on the Middle Parcel. A goal of AMOS is that there be some of the housing in the area below 60%. Mr. Flora pointed out that Ames is a city of people with many different income levels; this would be an opportunity to have mixed housing within 321 State. Director Diekmann explained workforce tax credits. It is a state program; the subsidy goes to the builder. The City will be able to dictate the price of the homes. Mr. Diekmann said that this area does have a higher concentration of rentals than any other area of the City. He also stated that if Franklin Park were to move, all of the medium-density housing would be at the Park's former location. Ms. Guber showed a map of the neighborhood depicting which homes were rentals and which homes were owner-occupied before the Aspen Heights proposal.

Housing Coordinator Baker-Latimer clarified that the home that was purchased by the City and converted to a two-family home. She referenced the CDBG Acquisition Reuse Program under which properties have been purchased and converted back to single-family homes since 2004. However, the Housing Impediments Study showed that there was a shortage of rental properties. The property referenced by Sharon Guber was the first property bought and converted to a rental; the rest have all been converted back to homeownership.

At the inquiry of Council Member Orazem, Ms. Baker-Latimer advised that the average price of a new single-family owner-occupied house would be between \$100,000 and \$115,000.

Issue 1: Moved by Orazem, seconded by Corrieri, to proceed with preparing a Request for Proposal to include a partner master developer.

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

Issue 2: Moved by Beatty-Hansen, seconded by Betcher, to direct that a through d all be utilized.

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

Issue 3: Moved by Beatty-Hansen, seconded by Corrieri, to direct that the percentage of homes affordable to low- and moderate-income households at a minimum be 60% plus a points system.

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

Issue 4: Moved by Gartin, seconded by Betcher, to prohibit rental of any home in the development.

Council Member Betcher offered that there is an abundance of rental properties in the neighborhood in question (more than 50%). She believes that there should be a balance of rentals and owner-occupied housing. Ms. Betcher would like to see more stability in the neighborhood, and she thinks that comes from homeownership. Council Member Gartin noted that the majority of people speaking at this meeting overwhelmingly preferred owner-occupied. It may well be that a mix of owner and rental properties would be a better product, and he wished that they would have had that conversation; however, he feels that the City communicated on a consistent basis to the neighborhood all through this process that it would be owner-occupied. From the standpoint of good governance, the City should stay with that, and if it doesn't work, it doesn't work.

At the inquiry of Council Member Corrieri as to how the City will guarantee that there will not be students living in this development. Director Diekmann stated that unrelated people do not meet HUD's definition of a family.

Council Member Nelson said that all of the Council members genuinely want to do the right thing with this. He asked if there is a point where homeownership may be more challenging than rental. Director Diekmann stated that when people are lower than 80%, it becomes very challenging; 80% is where it becomes possible.

Council Member Orazem shared his belief that placing a lot of requirements on the home forces it into a low-quality housing stock.

Council Member Corrieri noted that she did not believe that the type of people who would be renting homes on the site in question, e.g., families, elderly, would bring instability to the neighborhood. Ms. Betcher said that she did not think there would be less stability; however, there would be less turnover.

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

Moved by Corrieri, seconded by Nelson, to allow the developer to identify the percentage or number of homes that can be rented and make final decision based on a review of the overall proposal.

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

Option 5: Moved by Gartin, seconded by Beatty-Hansen, to allow the developer to propose a mix of single-family detached and attached housing (which will require the rezoning of the site).

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

Option 6: Council Member Gartin said he was not in favor of moving an amenity after people have chosen to live there. Council Member Betcher said she liked the idea of moving the Park because she sees it as an opportunity to have affordable rentals near the Commercial Node. Council Member Beatty-Hansen said she is interested in "keeping it on the table" until it has been discussed by the Parks and Recreation Commission.

Discussion ensued as to whether a survey should be conducted. City Manager Schainker pointed out that the possibility of moving Franklin Park has not gone before the Parks and Recreation Commission. To get all of this done, according to Director Diekmann, it would have to be made a priority. It would take at least five months; however, it involves more than his Department, and he doesn't want to speak for them. It was noted that to consider relocating the Park would hold up the development of the RFP, thus also hold up the project. Council Member Betcher said she sees this as an opportunity, but does not want to hold the process up. Housing Coordinator Baker-Latimer noted that the homes could progress on Wilmoth; it will not hold that up.

Moved by Betcher, seconded by Beatty-Hansen, to consider relocating Franklin Park to 321 State Avenue.

Council Member Gartin reiterated that he can't imagine moving Franklin Park out of this neighborhood.

Council Member Betcher asked if this would be tied to the 6th Street redevelopment. Director Diekmann said it would not.

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

The meeting recessed at 8:38 p.m. and reconvened at 8:45 p.m.

PURCHASE OF FRANKLIN PARK (201 S. FRANKLIN AVENUE): Moved by Corrieri, seconded by Nelson, to adopt RESOLUTION NO. 17-015 authorizing the Mayor to sign the Real Estate Purchase Agreement and Sales Contract with Iowa State University to purchase property at 201 S. Franklin Avenue (aka Franklin Park) in connection with the City’s CDBG State Avenue Neighborhood Revitalization Strategy Area (NRSA).

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

2016/17 U. S. HIGHWAY 69 IMPROVEMENTS PROGRAM (SOUTH DUFF AVENUE TRAFFIC SIGNAL): Public Works Director John Joiner explained that the signed documents will be in the City’s hands by the middle of next week. He also noted that the City had received written confirmation that Construct would stand by its bid. Because the signed documents have not been received by the City, staff’s recommendation is to table this item until the next Regular City Council Meeting.

Moved by Nelson, seconded by Corrieri, to table this item until January 24, 2017.

Council Member Gartin asked that this item be placed at the beginning of the Agenda for January 24, 2017.

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

BIKE ROUTE/PARK TRAIL CONNECTIONS IN LONG-RANGE TRANSPORTATION PLAN: Public Works Director Joiner stated that a number of goals have been established by the City Council for 2016/17. One of the objectives under the goal to “Encourage Healthy Lifestyles” involves several tasks regarding the trail system, as follows:

Task 1: Provide a summary of federal, state, and private funding sources available for trail construction projects.

A summary of federal funding opportunities as provided by the U. S. Department of Transportation was shown. The State of Iowa has the State Recreational Trails Program. Private funding would be on a project-specific basis and would likely involve providing some type of in-kind labor for construction.

Task 2. Provide a map of the existing park/greenbelt trail system that identifies gaps in the system.

A map of the existing bicycle facilities, trails, and path network was shown. It also showed the locations of proposed facility improvements from the Draft 2017-2022 Capital Improvements Plan (CIP). Those improvements were developed with the City Council’s directive in mind to average at least \$1.2 million in bicycle facility improvements in each year of the CIP.

Task 3a. Utilizing the Long-Range Transportation Plan (LRTP), present a plan in five-year increments to complete the connections.

Projects have been allocated into five-year increments. The years of 2015-2019 are considered “committed” and are more accurately shown on a local implemental level in the CIP. It was noted that

the LRTP is updated and approved every five years; the next update will be in 2020.

Task 3b. Identify trail segments that could be constructed with volunteer labor and develop a process to solicit proposal for volunteer trail construction.

Parks and Recreation Director Abraham noted the number of volunteers who assist in a multitude of ways in the Parks System. The shared use paths and on-street facilities are larger-scale projects that are typically constructed with heavy equipment and must follow state bidding laws. However, smaller walking paths within the park system that might typically consist of wood chips or light granular material could be maintained by volunteers. There are a number of opportunities for volunteers, depending on the trail surface type. The Friends of Emma McCarthy Lee and Munn Woods, Boy Scouts, and Iowa State University groups are the main sources of volunteers. Staff will be creating a volunteer page on the City's Website, including a write-up in the Parks and Recreation Facilities and Program Guides, putting information in newsletters, as well as using social media. That would be in addition to what is currently being done and should result in a diversified approach to secure volunteers.

Trevan Ward, 1012 Grand Avenue, Ames, representing the Ames Bicycle Coalition (ABC), shared that the ABC is excited to see the preview that was presented at this meeting.

HEARING ON BOILER MAINTENANCE SERVICES FOR POWER PLANT: Mayor Campbell opened the public hearing. No one came forward to speak, and the hearing was closed.

Moved by Gartin, seconded by Nelson, to accept the report of bids and delaying award of contract.
Vote on Motion: 6-0. Motion declared carried unanimously.

HEARING ON CITY HALL GYMNASIUM HVAC RENOVATIONS: The public hearing was opened by the Mayor. She closed same after there was no one wishing to speak.

Moved by Gartin, seconded by Nelson, to adopt RESOLUTION NO. 17-019 approving final plans and specifications and awarding contract to Converse Conditioned Air of Ames, Iowa, in the amount of \$182,220.

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

HEARING ON SALE AND CONVEYANCE OF VACATED RIGHT-OF-WAY LOCATED SOUTH OF 2700 LINCOLN WAY AND EAST OF 115 SOUTH SHELDON AVENUE: The Mayor opened the Public Hearing and closed it after no one asked to speak.

Moved by Orazem, seconded by Nelson, to pass on third reading and adopt ORDINANCE NO. 4289 vacating right-of-way located south of 2700 Lincoln Way and east of 115 South Sheldon Avenue.

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

Moved by Orazem, seconded by Nelson, to adopt RESOLUTION NO. 17-020 approving the sale of the vacated right-of-way to Ames Caddis, LLC, in the amount of \$17,217.17.

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

ORDINANCE TO CORRECT SCRIVENER'S ERRORS IN ORDINANCE NO. 4277: Moved by Orazem, seconded by Gartin, to pass on first reading an ordinance to correct scrivener's errors regarding legal description in Ordinance No. 4277 pertaining to rezoning, with Master Plan, of 3115, 3119, 3301,

3325, 3409, and 3413 South Duff Avenue from Highway-Oriented Commercial (HOC) and Agricultural (A) to Residential High Density (RH) and Highway-Oriented Commercial (HOC) [second and third readings and adoption requested].

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

Moved by Orazem, seconded by Nelson, to suspend the rules necessary for the adoption of an ordinance.

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

Moved by Betcher, seconded by Orazem, to pass on second and third readings and adopt ORDINANCE NO. 4289 to correct scrivener's errors regarding the legal description in Ordinance No. 4277 pertaining to rezoning, with Master Plan, of 3115, 3119, 3301, 3325, 3409, and 3413 South Duff Avenue from Highway-Oriented Commercial (HOC) and Agricultural (A) to Residential High Density (RH) and Highway-Oriented Commercial (HOC).

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

SUPERVISED TRANSITIONAL HOMES: Moved by Gartin, seconded by Nelson, to pass on third reading and adopt ORDINANCE NO. 4286 allowing for Supervised Transitional Homes in RL, RM, RH, UCRM, RLP, FS-RL, FS-RM, F-PRD, S-SMD zoning districts.

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

ORDINANCE REVISING MUNICIPAL CODE CHAPTER 28 PERTAINING TO NET METERING: Electric Services Director Donald Kom asked the Council to make the effective date March 1, 2017, for the two Ordinances pertaining to net metering, so that they would start at the beginning of the billing cycle.

Moved by Gartin, seconded by Orazem, to pass on third reading and adopt ORDINANCE NO. 4287 revising *Municipal Code* Chapter 28 pertaining to Net Metering.

Roll Call Vote: 4-2. Voting aye: Betcher, Gartin, Nelson, Orazem. Voting nay: Beatty-Hansen, Corrieri. Ordinance declared adopted, signed by the Mayor, and hereby made a portion of these Minutes.

ORDINANCE REVISING MUNICIPAL CODE APPENDIX H: Moved by Gartin, seconded by Nelson, to pass on third reading and adopt ORDINANCE NO. 4288 revising *Municipal Code* Appendix H.

Roll Call Vote: 4-2. Voting aye: Betcher, Gartin, Nelson, Orazem. Voting nay: Beatty-Hansen, Corrieri. Ordinance declared adopted, signed by the Mayor, and hereby made a portion of these Minutes.

Moved by Betcher, seconded by Gartin, to make Ordinance No. 4287 and Ordinance No. 4288 effective on March 1, 2017.

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

COUNCIL COMMENTS: Moved by Gartin, seconded by Beatty-Hansen, to refer to staff for a staff recommendation the letter from Heartland Senior Services dated January 5, 2017, requesting a correction to its ASSET application (Units of Service for Outreach were mistakenly entered as the number of Contact Units).

Mr. Phillips said that it will have to come back to the Council for approval of an amended ASSET Contract.

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

Discussion ensued about the Reliable Street request; however, no consensus was reached. Planning and Housing Director Diekmann said that he would indicate to the requesting party that Council took no action, so they should proceed with the parking lot plan.

Moved by Corrieri, seconded by Orazem, to add the request of Roger Underwood for an amendment to the Urban Fringe Plan pertaining to a 74-acre parcel off of Dayton to the list of unprioritized projects for the Planning and Housing Department.

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

Moved by Gartin, seconded by Nelson, to place the letter from Iowa Ready-Mix regarding solar on a future agenda.

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

Director Diekmann brought the request of AMERCO for a text amendment to the Council's attention. Council Member Corrieri stated that she had received it as part of the Non-Agenda Packet of December 23, 2016. The other Council members did not recall receiving the request. Council Member Gartin asked that staff send it out again.

CLOSED SESSION: Council Member Gartin asked City Attorney Judy Parks if there was a legal reason to go into Closed Session. Ms. Parks replied in the affirmative.

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

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

The Council returned to Regular Session at 10:15 p.m.

ADJOURNMENT: Moved by Gartin, to adjourn the meeting at 10:15 p.m.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor

MINUTES OF THE CITY COUNCIL RETREAT

AMES, IOWA

JANUARY 14, 2017

The Ames City Council was called to order by Mayor Ann Campbell at 8:35 a.m. on the 14th day of January, 2017, in Parks and Recreation Activity Room, 1500 Gateway Hills Park Drive. City Council Members present were Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, Chris Nelson, and Peter Orazem. City Manager Steven Schainker, City Attorney Judy Parks, Assistant City Manager Bob Kindred, and Assistant City Manager Brian Phillips were also present. *Ex officio* Council Member Sam Schulte was absent.

REVIEW STATUS OF EXISTING GOALS, OBJECTIVES, AND TASKS: City Manager Steve Schainker reviewed the distinctions among goals, objectives, and tasks. Assistant City Managers Bob Kindred and Brian Phillips led the Council Members through a series of team-building exercises.

Mr. Schainker reviewed the existing goals, objectives, and tasks with the City Council.

The meeting recessed at 12:10 p.m. and resumed at 12:28 p.m.

Following revisions from the City Council, the list of goals, objectives, and tasks was amended to read as follows:

STRENGTHEN DOWNTOWN & CAMPUSTOWN

- **Develop a sub-area plan, including public and private uses, for the area from Duff to Grand and Lincoln Way to Sixth Street (e.g., commercial [retail, entertainment, and offices], parking, housing, public spaces).**
- **Plan for public parking and public gathering space for the Welch/Chamberlain/Hayward interior space in Campustown.**

Task 1 – Hold a workshop in spring 2017 with property owners, Student Government, Campus Action Association (CAA), Iowa State University (ISU), and other stakeholders to share intentions for projects that could affect this space.

- **Re-examine the parking regulations and fees in the Campustown Business District and surrounding neighborhoods.**

Task 1 – Staff will provide an analysis of parking rates and utilization in the Intermodal Facility and in metered parking areas in the Campustown business district.

Status: The new Public Works Management Analyst will work with ISU Parking System Officials to complete the analysis by June 2017.

Task 2 – Hold a workshop to review neighborhood parking study, the Campustown parking rate study, and Police enforcement statistics in summer 2017.

- Evaluate safety for pedestrians crossing Lincoln Way between Campustown and the ISU campus

Task 1 – Authorize a consulting study with ISU to analyze the current situation and propose appropriate improvements to increase the safety for pedestrians from University Boulevard to Sheldon Ave. along Lincoln Way.

***Status:** On March 22, 2016 the City Council authorized the payment of one half the cost of a \$100,887 consulting study regarding pedestrian safety along the corridor. The data collection portion of the study has been completed and presented to a staff steering committee. The next step is for the consultant to identify types of approaches to improve safety. This information will be presented to the Council in the May 2017.*

PROMOTE ECONOMIC DEVELOPMENT

- Complete the extension of water and sewer utility lines along Lincoln Way to 590th Street.

Task 1 – Complete master plan for the East Industrial Area and proposed zoning for Phase I.

***Status:** The master plan will not be initiated until the design of the utility extensions are complete.*

- Analyze current planning and building code approval processes to help decision making be more predictable, more strategic, and more timely.

Task 1 – Review with City staff the various planning and building code approval processes in workshops during the coming months.

***Status:** On November 22, 2016 the City Council directed not to begin this review until May 2017 which is, hopefully, after the AEDC completes a survey regarding our building/zoning codes and enforcement processes to determine what elements, including interpretation, might be impediments to improving the housing stock in Ames.*

EXPAND SUSTAINABILITY EFFORTS

- Implement the community solar project.

Task 1 – Identify a site, hire a consultant, send out an RFP for construction, and enter into an agreement with a developer

The staff is now interviewing consulting firms to assist with the development of a RFP by May 2017. It is hoped that by August 2017 a private sector developer for the solar project will be selected. Ideally, the solar project will be in place by the end of 2017, if all goes smoothly.

- Define the City's role (e.g., codes, incentives) in re-purposing existing buildings.

Task 1 – Provide a staff report to the City Council outlining Main Street Iowa's techniques that could enhance the possibility of re-purposing designated properties.

Task 2 – Conduct a workshop to discuss the array of incentives that could be used to re-purpose buildings or to promote downtown revitalization.

- Continue to participate in Squaw Creek Watershed Management Authority activities.

Task 1 – The Mayor and City Manager will continue to participate and send periodic updates to the City Council.

- Educate the public regarding materials that should be diverted from the waste stream (e.g., glass, food waste, medical waste).

Task 1 – Staff will provide an update to the City Council regarding the efforts already underway to educate the public about the importance of diverting certain types of waste and the overall value of the Resource Recovery System.

- Receive SolSmart Designation

Task 1 – Submit the application by February 2017.

ADDRESS HOUSING NEEDS

- Redevelop the Old Middle School and 6th Street (if possible) sites for affordable housing.

Task 1 – Develop an RFP for the redevelopment project.

- Review background information regarding affordable housing needs in Ames

Task 1 – The Planning staff will provide a housing background report to the City Council no later than May 2016. This information will help the City Council decide if there is a preference to target specific types of affordable housing with City programs or policies.

Status: The City Council has prioritized this report for the spring of 2017.

PROMOTE A SENSE OF ONE COMMUNITY

- Consider the recommendation from the Iowa State University Student Government and Campustown Action Association to transition from the Student Affairs Commission to a new Campus and Community Commission

Task 1 – Review the proposal from the Ex-officio member of the Council and the CAA President.

Status: On March 22, 2016, the City Council received a staff report highlighting 1) the previous suggestion to transition the Student Affairs Commission into a joint task force model to address issues of mutual interest, as well as a proposal for 2) a new Campus and Community Commission proposal.

The Ex-officio member consulted with the new leadership of the ISU Student Government and ISU Administrators to determine their level of support for this new commission. A letter was received by the ISU Administration expressing support for the new commission concept. It is anticipated that this issue will be brought back to the Council at the January 24, 2017 meeting.

STRENGTHEN HUMAN SERVICES

- Adopt an outcomes measurement system to assist in determining the City's funding allocations to human service agencies.

Task 1 – The City Council will provide direction as to whether it is interested in requiring the use of the United Way's outcomes measurement system, including incorporating outcomes reporting requirements into ASSET contracts and whether the Council is interested in sharing costs with United Way.

Task 2 – Invite City ASSET volunteers to the summer meeting where the City Council discusses ASSET priorities for the next year.

ENCOURAGE HEALTHY LIFESTYLES

- Explore partnering with Mary Greeley Medical Center, Iowa State University, Ames Community School District, and Heartland Senior Center to create an intergenerational Healthy Life Center Complex.

Task 1 – Complete the following steps: 1) Site identification, 2) Complete the feasibility study, 3) Finalize cost-sharing arrangements.

- Adopt a Complete Streets Program

Task 1 – Review Healthiest Ames consulting report to see if any or all of it can be used.

Mr. Schainker reviewed the Gantt chart list of referrals. He informed the City Council of those items that were complete and would no longer appear on future reports.

ADJOURNMENT: The meeting concluded at 2:08 p.m.

Brian Phillips, Assistant City Manager

Ann H. Campbell, Mayor

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

AMES, IOWA

JANUARY 17, 2017

The Ames City Council met in special session at 5:15 p.m. on the 17th day of January, 2017, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law with Mayor Ann Campbell presiding and the following Council members present: Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, Chris Nelson, and Peter Orazem. *Ex officio* Member Sam Schulte was also present.

Mayor Campbell announced that the primary purpose of this meeting was to hear presentations by the Departments on the projects comprising the City's five-year Capital Improvements Plan (CIP). She stated that public input on the Capital Improvements Plan will be taken on January 24, 2017.

WORKSHOP ON THE 2017-2022 CAPITAL IMPROVEMENTS PLAN (CIP): City Manager Steve Schainker emphasized that the Plan outlines the City's funding strategy for major public improvement projects to be completed over the next five fiscal years (2017 - 2022). Projected expenditures in the Plan total \$184,981,974. The Council will make its final decisions at Budget Wrap-Up to be held on February 14, 2017.

Finance Director Duane Pitcher explained how to use the CIP document. He brought the Council's attention to the Projection of Debt Capacity contained on Page VII.

The Plan total was broken down into as follows:

Public Safety:	\$ 1,718,000
Utilities:	91,808,000
Transportation:	85,935,974
Community Betterment:	5,520,000

FIRE DEPARTMENT. Fire Chief Shawn Bayouth explained and presented the budgets for the following projects.

Public Safety - Fire. There will be a cost increase for the Fire Station #2 Restroom. No changes will occur to the Fire Station #1 Concrete Replacement or the Fire Station #1 Emergency Generator. New projects: Fire Station Keyless Entry System for all three fire stations, is proposed for 2019/20; Fire Station #3 Concrete Patching is budgeted for 2020/21; and Fire Apparatus Replacement (replace Truck 3 and refurbish Truck 3 for Reserve status) to occur in 2021/22.

ELECTRIC SERVICES DEPARTMENT. Donald Kom, Electric Services Director, explained and presented the budgets for the following projects. Mr. Kom noted that that the Electric Services budget equates to \$31,708,900 over the next five years. The amount increases to \$32,425 when it includes the amount contributed to projects by Iowa State University.

City Manager Schainker noted that included in Electric Services' capital budget is the Outdoor Storm Warning System. The purchase of a new siren has been delayed until 2021/22; its location will be determined at the time of purchase.

Electric Administration: There is \$1,200,000 programmed for Demand Side Management Energy Conservation Programs in each of the five years (2017/18 to 2021/22). The equates to 18.5% of the capital budget over the next five years.

Electric - Distribution & Transmission. Three projects are planned under the Transmission portion of the budget: Top-O-Hollow Substation Expansion, Ontario Substation 69kV Breaker Addition, and 69 kV Transmission Reconstruction. On the Distribution side, six projects are planned: Street Light LED Retrofits, Electric Distribution Parking Lot, Dayton Avenue Substation Upgrade, Mortensen Road Feeder Reconstruction, Mortensen Road Transformer Protection, and Vet Med Substation Switchgear Upgrade. These improvements total 31.2 % of Electric's proposed CIP budget.

Electric - Power Plant. The Power Plant Relay/Control Replacement has been delayed. The Engineering will occur in 2016/17 with construction in 2018/19 and 2019/20.

Electric - Power Plant Maintenance. Eleven projects have been planned for 2017/18 through 2020/21, as follows: Unit #7 Boiler Tube Repair, Unit #7 Turbine Generator Overhaul, Ash Pond, RDF Bin Work (new project), Power Plant Building Modifications (to include a security system and bring into ADA compliance), Power Plant Fire Protection System, Unit #8 Turbine Generator Overhaul, Unit #8 Precipitator Reconstruction, Combustion Turbine #2 Controls Upgrade, Underground Storage Tanks, and Coal Yard Reclamation. These projects equate to 22.4% of Electric's five-year CIP budget.

City Manager Schainker pointed out that solar is not included in the CIP as it had been decided by the Council to direct that the private sector will actually construct the system. The City will pay for operating costs.

WATER AND POLLUTION CONTROL. John Dunn, Director of Water and Pollution Control, emphasized that, for the first time in 11 years, a new Water Treatment Plant is not included in the CIP. It is scheduled for substantial completion in Late May 2017. A public open house will be planned for Fall 2017.

Mr. Dunn presented the budgets for the following projects.

Water Production/Treatment. Low-Head Dam (River Valley Park) Modifications were detailed. It is hoped that grant funding will be received to help offset the costs. The Dam serves an essential function during periods of sustained drought. Benefits of the improvements would also include increasing the recreational opportunities for kayakers, creating an opportunity for fish migration upstream past the Dam, and new bank-side park amenities in the immediate vicinity of the Dam.

Other projects described were: Advanced Metering Infrastructure, Water Plant Facility Improvements, Ada Hayden Water Quality Study, Water Supply Expansion (new) , Wellhead Rehabilitation (new), Well Field Standby Power, Old Water Treatment Plant Demolition, and the Lime Lagoon Expansion. A new project, Distribution System Monitoring Network, will install a network of sensors in the drinking water distribution system to monitor pressure fluctuations in real time. It is planned to occur in 2021/22.

WPC - Utilities. Seven projects are scheduled: The Nutrient Reduction Modifications has been delayed. The Preliminary Engineering Report will occur in 2017/18; however, it is estimated that the final design won't occur until 2021/22 to 2024/25 with construction in 2022/23 to 2024/25. Mr. Dunn noted that the Iowa NRS goal for municipal wastewater systems is to cut phosphorous discharge by 3/4 and nitrogen discharge by 2/3. The anticipated statewide cost is \$1.5 billion over 20 years. For Ames, the anticipated capital cost is \$35 million. It was stated that the City is actively pursuing other innovative approaches, such as Algal Biomass Production from high-strength side stream.

Projects that continue to be included in the CIP are Digester Improvements, Co-Generation System Maintenance, WPC Plant Facility Improvements, Clarifier Maintenance, Structural Rehabilitation, and Flow Equalization Expansion.

Water Distribution. Two projects are planned. Highlighted was the Campustown Public Improvements Program, which is designed to complement the current revitalization projects in Campustown.

PUBLIC WORKS DEPARTMENT. John Joiner, Public Works Director, presented the budgets for the following projects.

Utilities - Water Distribution: Water System Improvements is an ongoing project, with \$1,300,000 budgeted in each of the five years to replace water mains in areas that experience rusty water problems and to provide for installing larger distribution mains in areas that have 4" supply lines. Campustown Public Improvements will identify public improvements that will complement the current revitalization projects in Campustown. It is anticipated, based on the age of the infrastructure and the increased demand from redevelopment, updated water, storm, and sanitary mains will be constructed. The location will be Welch Avenue from Lincoln Way to Knapp Street and Lincoln Way from Hayward Avenue to Welch Avenue. Design will commence in 2018/19 with the City's construction following in 2019/20.

Utilities - Sanitary Sewer System. Annual programs: Sanitary Sewer Rehabilitation and Clear Water Diversion will continue with no changes.

Utilities - Storm Water Control. Six projects are planned: Storm Water Erosion Control Program, Low-Point Drainage Improvements, Storm Water Improvement Program, Storm Water System Analysis, Storm Water Facility Rehabilitation, and Storm Water Quality Improvements.

Utilities - Resource Recovery Plant (RRP). Five proposed projects will occur as part of the Resource Recovery System Improvements throughout the five years of the CIP. A new project, Waste Diversion Enhancements, will occur after a Study is conducted in 2016/17.

Transportation - Streets Engineering. Eleven projects are being proposed under this Program. The extension of Grand Avenue from Lincoln Way to South 16th Street is a transportation priority and has been moved up in the CIP since grant funds have been received. A new project, South Duff Avenue Improvements will include widening of South Duff Avenue/U. S. Highway 69 to three lanes through Ken Maril Road, the installation of a traffic signal at Crystal Street, and the extension of a shared use path to Ken Maril Road. Annual programs: Asphalt Street Pavement

Improvements, Collector Street Pavement Improvements, Asphalt Street Pavement Improvements, Downtown Street Pavement Improvements, Seal Coat Street Pavement Improvements, Concrete Pavement Improvements, and CyRide Route Pavement Improvements will continue throughout the five years of the CIP. Two other projects were explained: Right-of-Way Restoration, Cherry Avenue Extension,

Transportation - Shared Use Paths. A Shared Use Path Summary was given. The average expenditure in each fiscal year is \$1,484,160. Three programs were explained: Shared Use Path System Expansion, Multi-Modal Roadway Improvements, and Shared Use Path Maintenance.

Transportation - Traffic Engineering. Eight projects are planned - Annual Programs: Traffic Signal, Accessibility Enhancements, Traffic Engineering Studies; West Lincoln Way Intersection Improvements (construction of five-lane section between Marshall Avenue and Franklin Avenue) will occur in 2017/18; data collection will continue under the Regional Transportation Count Program; and the Intelligent Transportation System Program will be delayed to 2018/19 through 2021/22. The Traffic Calming Program will continue. The 2017/18 (various locations in the area of the College Creek/Old Ames Middle School Neighborhood) location is part of a City Council referral of a request by the neighborhoods to evaluate traffic safety in response to development on the Old Ames Middle School properties. A new project, U. S. Highway 69 Improvements, will occur in 2018/19 with preliminary design, generation of a detailed cost estimate, and funding sources identified for intersection improvements and traffic signal at South Duff and U. S. Highway 30 Eastbound Off-Ramp.

Transportation - Street Maintenance. There are five projects planned: Main Street Sidewalk Paver Replacement (new); Annual Programs: Pavement Restoration and Neighborhood Curb Replacement will continue. The Right-of-Way Appearance Enhancements Program has been delayed due to waiting for the Lincoln Way Corridor Plan to be completed and to coordinate with the Campustown Public Improvements project. The Bridge Rehabilitation Program will begin in 2019/20 with the 6th Street Bridge over the UPRR and Minnesota Avenue Bridge.

Transportation - Airport. Airport Improvement projects in the CIP begin in FY 2017/18 and represent the steps necessary to extend the main runway 01/19 from approximately 6,000 feet to 8,000 feet.

Director Joiner noted that in 2017/18, the Airport Road sidewalk (Ames Municipal Airport frontage) will be constructed in 2017/18 under the Accessibility Enhancement Program.

Community Enrichment - Public Works. Municipal Cemetery Improvements will include a Columbarium Expansion in 2017/18 and a Scattering Garden and walking path in 2018/19.

Council Member Betcher asked which segments of the CIP are impacted by the change to place the Municipal Cemetery under Parks and Recreation instead of Public Works. Director Joiner said that, should the City Council approve the reorganization, the changes would mainly impact staffing; that will be covered under the Operating Budget discussions.

Council Member Beatty-Hansen stated that the comments most often made to her are about the intersection at 13th and Grand, and specifically, that there is no left-turning arrow. Director Joiner

answered that improvements to that intersection be pursued; however, the Council at that time, decided not to move forward with that project, but to work with timing improvements. At the inquiry of Mayor Campbell, according to Traffic Engineer Damion Pregitzer, at peak hour, that intersection is at Level Service F. He stated that it is part of the 2040 Long-Range Transportation Plan, but there are no plans in the works for changes to that intersection.

Council Member Gartin expressed his desire to fill in the gaps in the sidewalks in the Old Town Neighborhood. He would like to set aside a small amount of money for a pilot program to assist homeowners with the cost of the construction or repair of sidewalks. Mr. Gartin shared that he had asked the Old Town Neighborhood Association to put together an inventory of the locations of the gaps, and it is being worked on over the winter. Council Member Orazem recalled that he has also pointed out that an area that lacks connectivity is Mortensen Road. He feels that area is more important. City Manager Schainker said that if Council directed, a new program would have to be created. It was noted that sidewalks have always been the homeowners' responsibility. Council Member Beatty-Hansen added that they may be the homeowner's responsibility, but it is not being done. Mr. Schainker offered that the topic could be raised at the January 24 Council meeting during the CIP Public Hearing.

Transit Director Sheri Kyras advised that CyRide has reduced its capital improvements programs significantly due to having to significant increases in its Operating Budget from the requirements of the Affordable Care Act. This has resulted in an unbudgeted expense of \$340,000. CyRide will be deferring capital improvements for one to three years. Ms. Kyras presented the budgets for the following projects.

Transportation - Transit. Five projects were described: Vehicle Replacement, Building Expansion and Modernization, CyRide Shop/Office Equipment, Bus Stop Improvements, and Technology Improvements. Ms. Kyras pointed out which projects were proposed to be delayed due to the increase in costs from Affordable Care Act compliance.

Keith Abraham, Director of Parks and Recreation, presented the budgets for the following projects.

Parks & Recreation. Park System/Facility Improvements will occur at a variety of City parks throughout the five years of the Plan. An additional feature will be added to Furman Aquatic Center in 2017/18 and a shelter will be constructed adjacent to the parking lot in 2021/22. The current clubhouse, which was moved to the site in 1970, will be removed and a larger community room would be constructed at Homewood Golf Course. Maintenance items for the Ames/ISU Ice Arena will be done each year from 2017/18 to 2020/21. The Sunset Ridge Neighborhood Park will be constructed in 2017/18. From 2017/18 to 2021/22, ADA Transitional Plan improvements will be made. The City and Ames Community School District will continue to contribute \$50,000 towards maintenance of the Municipal Pool in 2017/18 and 2018/19. Engineering/design for the Moore Memorial Park Pedestrian Bridge over Squaw Creek will occur in 2019/20. It is anticipated that the Bridge will be constructed in 2020/21. Council Member Betcher shared that she had heard that flatbed train cars had been repurposed successfully in other areas for bridge construction, rather than build the bridge from traditional materials. Playground Equipment Improvements, Ada Hayden Heritage Park (a wetland overlook), and Rose Prairie Park Development in 2021/22 were also described.

Facilities/Fleet Services Director Corey Mellies presented the budgets for the following projects.

Facilities/Fleet Services. There is \$50,000 budgeted each year from 2017/18 through 2021/22 for the City Hall Improvements program, which includes major maintenance or replacement of items for the building, Veterans Memorial, and parking lots on the west side of the building and across the street to the east. An additional \$50,000 is proposed to be included in 2020/21 for replacement of flooring in the Police area.

City Manager Steve Schainker explained and presented the budgets for the following projects.

Community Enrichment. No changes are planned for the Downtown Facade Improvement Program, the Campustown Facade Improvement Program, or the Neighborhood Improvement Program. A new Program, Human Service Agency Capital Improvements Grants, is being introduced. Criteria associated with this Program are yet to be determined by the City Council.

Conclusion. City Manager Schainker noted that the CIP could change based on future Council decisions on pending issues. He reiterated that public input on the CIP will be accepted on January 24, 2017.

Moved by Orazem, seconded by Beatty-Hansen, to refer for placement on a future Agenda the letter from Elliott Thompson.

Vote on Motion: 4-2. Voting aye: Beatty-Hansen, Betcher, Corrieri, Orazem. Voting nay: Gartin, Nelson. Motion declared carried.

The meeting recessed at 7:54 p.m. and reconvened at 8:02 p.m.

CLOSED SESSION: Moved by Gartin, seconded by Beatty-Hansen, to hold a Closed Session, as provided by Section 21.17(3), *Code of Iowa*, to discuss collective bargaining.

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

Moved by Orazem, seconded by Gartin, to adopt RESOLUTION NO. 17-018 ratifying the contract with IBEW, Local 55 (Electrical Workers).

Roll Call Vote: 6-0. Resolution declared adopted unanimously.

ADJOURNMENT: Moved by Gartin to adjourn the meeting at 8:10 p.m.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor



REPORT OF CONTRACT CHANGE ORDERS

Period:	<input checked="" type="checkbox"/>	1 st – 15 th
	<input type="checkbox"/>	16 th – End of Month
Month & Year:	January 2017	
For City Council Date:	January 24, 2017	

Department	General Description of Contract	Contract Change No.	Original Contract Amount	Contractor/ Vendor	Total of Prior Change Orders	Amount this Change Order	Change Approved By	Purchasing Contact (Buyer)
Public Works	2015/16 Airport Improvements (Taxiway 01/19 Rehabilitation)	2	\$196,221.25	Absolute Concrete Construction	\$1,500.00	\$-(229.00)	D. Pregitzer	MA
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		

*Caring People
Quality Programs
Exceptional Service*

4a-d

TO: Mayor Ann Campbell and Ames City Council Members

FROM: Lieutenant Dan Walter – Ames Police Department

DATE: January 15th, 2017

SUBJECT: Beer Permits & Liquor License Renewal Reference City Council Agenda
January 24th, 2017

The Council agenda for January 24th, 2017, includes beer permits and liquor license renewals for:

- Class C Liquor - LC0041487 - Hy-Vee Market Café, 3800 Lincoln Way
- Class C Liquor & Outdoor Services - LC0034341 - West Towne Pub, 4518 Mortensen Rd., Ste. 101
- Class C Liquor & Outdoor Services - LC0031099 - Dublin Bay, 320 S. 16th Street
- Special Class C Liquor - BW0094059 - Shogun of Ames, 3704 Lincoln Way

A routine check of police records for the past twelve months found no liquor law violations for the above listed business. The police department recommends renewal of licenses for the above business.

Applicant License Application ()

Name of Applicant: <u>The High 5 LLC</u>		
Name of Business (DBA): <u>McFly's</u>		
Address of Premises: <u>2508 Mortensen Rd</u>		
City <u>Ames</u>	County: <u>Iowa</u>	Zip: <u>50011</u>
Business <u>(515) 450-5089</u>		
Mailing <u>115 5th St</u>		
City <u>Ames</u>	State <u>IA</u>	Zip: <u>50010</u>

Contact Person

Name Steve Perlowski	
Phone: (515) 708-2799	Email thehigh5llc@gmail.com

Classification Class C Liquor License (LC) (Commercial)

Term: 5 days

Effective Date: 01/27/2017

Expiration Date: 01/01/1900

Privileges:

Class C Liquor License (LC) (Commercial)

Status of Business

BusinessType: <u>Limited Liability Company</u>
Corporate ID Number: <u>502257</u> Federal Employer ID <u>47-411-3854</u>

Ownership

Steven Perlowski

First Name: <u>Steven</u>	Last Name: <u>Perlowski</u>	
City: <u>Ames</u>	State: <u>Iowa</u>	Zip: <u>50014</u>
Position: <u>President</u>		
% of Ownership: <u>49.00%</u>	U.S. Citizen: <u>Yes</u>	

Tanya Doyle

First Name: <u>Tanya</u>	Last Name: <u>Doyle</u>	
City: <u>Boone</u>	State: <u>Iowa</u>	Zip: <u>50036</u>
Position: <u>CEO</u>		
% of Ownership: <u>51.00%</u>	U.S. Citizen: <u>Yes</u>	

Insurance Company Information

Insurance Company: <u>Badger Mutual Insurance Company</u>
Policy Effective Date: <u>01/27/2017</u> Policy Expiration <u>02/01/2017</u>

Bond Effective

Dram Cancel Date:

Outdoor Service Effective

Outdoor Service Expiration

Temp Transfer Effective

Temp Transfer Expiration Date:

Applicant License Application ()

Name of Applicant: <u>Ye Olde LLC</u>		
Name of Business (DBA): <u>Dublinbay</u>		
Address of Premises: <u>320 S 16th</u>		
City <u>Ames</u>	County: <u>Iowa</u>	Zip: <u>50010</u>
Business <u>(515) 956-3580</u>		
Mailing <u>320 S 16th</u>		
City <u>Ames</u>	State <u>IA</u>	Zip: <u>50010</u>

Contact Person

Name <u>Don O'Brien</u>	
Phone: <u>(515) 956-3580</u>	Email <u>dublinbaypub@aol.com</u>

Classification Class C Liquor License (LC) (Commercial)
Term: 5 days
Effective Date: 02/04/2017
Expiration Date: 01/01/1900
Privileges:
Class C Liquor License (LC) (Commercial)
Status of Business

BusinessType: <u>Limited Liability Company</u>	
Corporate ID Number: <u>242991</u>	Federal Employer ID <u>42-1510291</u>

Ownership
Don O'Brien

First Name: <u>Don</u>	Last Name: <u>O'Brien</u>
City: <u>Ames</u>	State: <u>Iowa</u> Zip: <u>50010</u>
Position: <u>managing Partner</u>	
% of Ownership: <u>100.00%</u>	U.S. Citizen: <u>Yes</u>

Insurance Company Information

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

Name of Applicant: <u>Casey's Marketing Company</u>		
Name of Business (DBA): <u>Casey's General Store #2905</u>		
Address of Premises: <u>3612 Stange Road</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50010</u>
Business	<u>(515) 233-4089</u>	
Mailing	<u>PO Box 3001</u>	
City <u>Ankeny</u>	State <u>IA</u>	Zip: <u>500218045</u>

Contact Person

Name JESSICA FISHER, Store Operations
Phone: (515) 446-6404 Email JESSICA.FISHER@caseys.com

Classification Class C Beer Permit (BC)

Term:12 months

Effective Date: 03/17/2018

Expiration Date:

Privileges:

Class C Beer Permit (BC)

Status of Business

BusinessType: <u>Publicly Traded Corporation</u>
Corporate ID Number: <u>184278</u> Federal Employer ID <u>42-1435913</u>

Ownership

42-0935283 Casey's General Stores, Inc.

First Name: <u>42-0935283</u>	Last Name: <u>Casey's General Stores, Inc.</u>
City: <u>Ankeny</u>	State: <u>Iowa</u> Zip: <u>50021-804</u>
Position: <u>Owner</u>	
% of Ownership: <u>100.00%</u>	U.S. Citizen: <u>Yes</u>

Michael Richardson

First Name: <u>Michael</u>	Last Name: <u>Richardson</u>
City: <u>Pleasant Hill</u>	State: <u>Iowa</u> Zip: <u>50327</u>
Position: <u>President</u>	
% of Ownership: <u>0.00%</u>	U.S. Citizen: <u>Yes</u>

Julia L. Jackowski

First Name: <u>Julia L.</u>	Last Name: <u>Jackowski</u>
City: <u>Urbandale</u>	State: <u>Iowa</u> Zip: <u>50322</u>
Position: <u>Secretary</u>	
% of Ownership: <u>0.00%</u>	U.S. Citizen: <u>Yes</u>

James Pistillo

First Name: James **Last Name:** Pistillo
City: Urbandale **State:** Iowa **Zip:** 50323
Position: Treasurer
% of Ownership: 0.00% **U.S. Citizen:** Yes

JOHN SOUPENE

First Name: JOHN **Last Name:** SOUPENE
City: ANKENY **State:** Iowa **Zip:** 50023
Position: VICE-PRESIDENT
% of Ownership: 0.00% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company:	
Policy Effective Date:	Policy Expiration
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

Name of Applicant: <u>Casey's Marketing Company</u>		
Name of Business (DBA): <u>Casey's General Store #2560</u>		
Address of Premises: <u>3020 S Duff Ave</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50010</u>
Business	<u>(515) 232-1148</u>	
Mailing	<u>PO Box 3001</u>	
City <u>Ankeny</u>	State <u>IA</u>	Zip: <u>50021</u>

Contact Person

Name Michelle Rogness, Store Operations	
Phone: (515) 446-6728	Email michelle.rogness@caseys.com

Classification Class E Liquor License (LE)

Term: 12 months

Effective Date: 06/29/2017

Expiration Date:

Privileges:

Class E Liquor License (LE)

Status of Business

BusinessType: <u>Publicly Traded Corporation</u>
Corporate ID Number: <u>184278</u> Federal Employer ID <u>42-1435913</u>

Ownership

42-0935283 Casey's General Stores, Inc.

First Name: <u>42-0935283</u>	Last Name: <u>Casey's General Stores, Inc.</u>
City: <u>Ankeny</u>	State: <u>Iowa</u> Zip: <u>50021</u>
Position: <u>Owner</u>	
% of Ownership: <u>100.00%</u>	U.S. Citizen: <u>Yes</u>

Michael Richardson

First Name: <u>Michael</u>	Last Name: <u>Richardson</u>
City: <u>Pleasant Hill</u>	State: <u>Iowa</u> Zip: <u>50327</u>
Position: <u>President</u>	
% of Ownership: <u>0.00%</u>	U.S. Citizen: <u>Yes</u>

Julia L. Jackowski

First Name: <u>Julia L.</u>	Last Name: <u>Jackowski</u>
City: <u>Urbandale</u>	State: <u>Iowa</u> Zip: <u>50322</u>
Position: <u>Secretary</u>	
% of Ownership: <u>0.00%</u>	U.S. Citizen: <u>Yes</u>

James R. Pistillo

First Name: James R. **Last Name:** Pistillo
City: Urbandale **State:** Iowa **Zip:** 50323
Position: Treasurer
% of Ownership: 0.00% **U.S. Citizen:** **Yes**

JOHN SOUPENE

First Name: JOHN **Last Name:** SOUPENE
City: ANKENY **State:** Iowa **Zip:** 50023
Position: VICE-PRESIDENT
% of Ownership: 0.00% **U.S. Citizen:** **Yes**

Insurance Company Information

Insurance Company: <u>Merchants Bonding Company</u>	
Policy Effective Date: <u>06/29/2016</u>	Policy Expiration <u>01/01/1900</u>
Bond Effective <u>2</u>	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

Name of Applicant: <u>Wal-Mart Stores, Inc.</u>		
Name of Business (DBA): <u>Wal-Mart Store #749</u>		
Address of Premises: <u>3015 Grand Ave</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50010</u>
Business	<u>(515) 233-1345</u>	
Mailing	<u>508 SW 8th Street</u>	
City <u>Bentonville</u>	State <u>AR</u>	Zip: <u>727160500</u>

Contact Person

Name <u>Cynthia Montero</u>
Phone: <u>(479) 277-0270</u> Email <u>cynthia.montero@wal-mart.com</u>

Classification Class E Liquor License (LE)

Term: 12 months

Effective Date: 03/15/2018

Expiration Date:

Privileges:

Class E Liquor License (LE)

Status of Business

BusinessType: <u>Publicly Traded Corporation</u>
Corporate ID Number: <u>51094</u> Federal Employer ID <u>71-0415188</u>

Ownership

Doug McMillon

First Name: Doug **Last Name:** McMillon
City: Bentonville **State:** Arizona **Zip:** 72712
Position: President & CEO
% of Ownership: 0.00% **U.S. Citizen:** Yes

Amy Thrasher

First Name: Amy **Last Name:** Thrasher
City: Bella Vista **State:** Arkansas **Zip:** 72712
Position: Assistant Secretary
% of Ownership: 0.00% **U.S. Citizen:** Yes

Andrea Marie Lazenby

First Name: Andrea Marie **Last Name:** Lazenby
City: Lowell **State:** Arkansas **Zip:** 72745
Position: Assistant Secretary
% of Ownership: 0.00% **U.S. Citizen:** Yes

Cynthia Moehring

First Name: Cynthia **Last Name:** Moehring
City: Bentonville **State:** Arkansas **Zip:** 72712
Position: Sr. VP & Chief Compliance
% of Ownership: 0.00% **U.S. Citizen:** **Yes**

Steven Zielske

First Name: Steven **Last Name:** Zielske
City: Rogers **State:** Arkansas **Zip:** 72758
Position: Assistant Treasurer
% of Ownership: 0.00% **U.S. Citizen:** **Yes**

Insurance Company Information

Insurance Company: <u>Fidelity & Deposit Company of Maryland</u>	
Policy Effective Date:	Policy Expiration
Bond Effective	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

Name of Applicant: <u>Wal-Mart Stores, Inc.</u>		
Name of Business (DBA): <u>Wal-Mart Supercenter 4256</u>		
Address of Premises: <u>534 SouthDuff Ave</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50010</u>
Business <u>(515) 956-3536</u>		
Mailing <u>508 SW 8th St</u>		
City <u>Bentonville</u>	State <u>AR</u>	Zip: <u>727160500</u>

Contact Person

Name <u>Cynthia Montero</u>	
Phone: <u>(479) 277-0270</u>	Email <u>cynthia.montero@walmart.com</u>

Classification Class E Liquor License (LE)

Term:12 months

Effective Date: 03/05/2018

Expiration Date:

Privileges:

Class E Liquor License (LE)

Status of Business

BusinessType: <u>Publicly Traded Corporation</u>
Corporate ID Number: <u>51094</u> Federal Employer ID <u>71-0415188</u>

Ownership

Doug McMillon

First Name: Doug **Last Name:** McMillon
City: Bentonville **State:** Arizona **Zip:** 72712
Position: President&CEO
% of Ownership: 0.00% **U.S. Citizen:** Yes

Amy Thrasher

First Name: Amy **Last Name:** Thrasher
City: Bella Vista **State:** Arkansas **Zip:** 72714
Position: Assistant Secretary
% of Ownership: 0.00% **U.S. Citizen:** Yes

Andrea Marie Lazenby

First Name: Andrea Marie **Last Name:** Lazenby
City: Lowell **State:** Arkansas **Zip:** 72758
Position: Assistant Secretary
% of Ownership: 0.00% **U.S. Citizen:** Yes

Cynthia Moehring

First Name: Cynthia **Last Name:** Moehring
City: Bentonville **State:** Arkansas **Zip:** 72712
Position: Sr. VP & Chief Compliance
% of Ownership: 0.00% **U.S. Citizen:** **Yes**

Steven Zielske

First Name: Steven **Last Name:** Zielske
City: Rogers **State:** Arkansas **Zip:** 72758
Position: Assistant Treasurer
% of Ownership: 0.00% **U.S. Citizen:** **Yes**

Insurance Company Information

Insurance Company: <u>Fidelity & Deposit Company of Maryland</u>	
Policy Effective Date: <u>03/05/2017</u>	Policy Expiration <u>01/01/1900</u>
Bond Effective <u>2</u>	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:

Name of Applicant: <u>Sam's West Inc</u>		
Name of Business (DBA): <u>Sams Club #6568</u>		
Address of Premises: <u>305 Airport Rd</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>5001000</u>
Business <u>(515) 233-9750</u>		
Mailing <u>508 SW 8th St</u>		
City <u>Bentonville</u>	State <u>AR</u>	Zip: <u>727160500</u>

Contact Person

Name <u>Nicky Whitaker</u>	Phone: <u>(479) 277-2374</u>	Email <u>deborah.whitaker@walmart.com</u>
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Classification Class E Liquor License (LE)

Term: 12 months

Effective Date: 04/01/2017

Expiration Date:

Privileges:

Class E Liquor License (LE)

Status of Business

BusinessType: <u>Publicly Traded Corporation</u>
Corporate ID Number: <u>199425</u> Federal Employer ID <u>71-0794414</u>

Ownership

Amy Thrasher

First Name: Amy **Last Name:** Thrasher
City: Bella Vista **State:** Arkansas **Zip:** 72714
Position: Assistant Secretary
% of Ownership: 0.00% **U.S. Citizen:** Yes

Andrea Lazenby

First Name: Andrea **Last Name:** Lazenby
City: Lowell **State:** Arkansas **Zip:** 72745
Position: Asst Secretary
% of Ownership: 0.00% **U.S. Citizen:** Yes

Donald Frieson

First Name: Donald **Last Name:** Frieson
City: Rogers **State:** Arizona **Zip:** 72758
Position: President
% of Ownership: 0.00% **U.S. Citizen:** Yes

Cynthia Moehring

First Name: Cynthia **Last Name:** Moehring
City: Bentonville **State:** Arkansas **Zip:** 72712
Position: Sr. VP & Chief Compliance
% of Ownership: 0.00% **U.S. Citizen:** Yes

Steven Zielske

First Name: Steven **Last Name:** Zielske
City: Rogers **State:** Arkansas **Zip:** 72758
Position: Assistant Treasurer
% of Ownership: 0.00% **U.S. Citizen:** Yes

Insurance Company Information

Insurance Company: <u>American Casualty Company of Reading, PA</u>	
Policy Effective Date: <u>04/01/2016</u>	Policy Expiration <u>01/01/1900</u>
Bond Effective <u>2</u>	Dram Cancel Date:
Outdoor Service Effective	Outdoor Service Expiration
Temp Transfer Effective	Temp Transfer Expiration Date:



MEMO

To: Mayor and City Council

From: Roger Wisecup, CPA
City Treasurer

Date: January 6, 2017

Subject: Investment Report for Quarter Ending December 31, 2016

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, 2016.

Discussion

This report covers the period ending December 31, 2016 and presents a summary of the investments on hand at the end of December 2016. 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 raised its target rate for federal funds from 0.25 - 0.50 percent to 0.50 - 0.75 percent in December. While rates remain low, future investments can be made at slightly higher interest rates and future interest income should increase. The current outlook has the Federal Reserve continuing to raise the target rate in 2017. We will continue to evaluate our current investment strategy, remaining flexible to future investments should the Federal Reserve continue to raise the target rate.

CITY OF AMES, IOWA

CASH AND INVESTMENTS SUMMARY
AND SUMMARY OF INVESTMENT EARNINGS

FOR THE QUARTER ENDED DECEMBER 31, 2016
AND THE ACCUMULATED YEAR-TO-DATE

DESCRIPTION	BOOK VALUE	MARKET VALUE	UN-REALIZED GAIN/(LOSS)
CERTIFICATES OF DEPOSIT			0
FEDERAL AGENCY DISCOUNTS	6,823,140	6,977,320	154,180
FEDERAL AGENCY SECURITIES	85,178,233	84,697,054	(481,179)
COMMERCIAL PAPER	11,969,124	11,971,950	2,826
INVESTMENT POOLS			0
PASS THRU SECURITIES PAC/CMO			0
MONEY FUND SAVINGS ACCOUNTS	5,253,720	5,253,720	0
PASSBOOK/CHECKING ACCOUNTS	4,030,847	4,030,847	0
US TREASURY SECURITIES	10,971,812	10,985,607	13,795
INVESTMENTS	<u>124,226,876</u>	<u>123,916,498</u>	<u>(310,378)</u>
CASH ACCOUNTS	<u>18,252,931</u>	<u>18,252,931</u>	
TOTAL FUNDS AVAILABLE	<u>142,479,807</u>	<u>142,169,430</u>	<u>(310,378)</u>

ACCRUAL BASIS INVESTMENT EARNINGS

YR-TO-DATE

GROSS EARNINGS ON INVESTMENTS:

547,863

INTEREST EARNED ON CASH:

43,978

TOTAL INTEREST EARNED:

591,841



**Investments FY 2016-2017
Portfolio Management
Portfolio Summary
December 31, 2016**

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Money Market	5,253,720.33	5,253,720.33	5,253,720.33	4.23	1	1	0.296	0.300
Passbook/Checking Accounts	4,030,847.32	4,030,847.32	4,030,847.32	3.24	1	1	0.247	0.250
Commercial Paper Disc. -Amortizing	12,000,000.00	11,971,950.00	11,969,123.80	9.63	247	83	1.108	1.123
Federal Agency Coupon Securities	85,075,000.00	84,697,053.97	85,178,233.20	68.57	989	715	1.067	1.082
Federal Agency Disc. -Amortizing	7,000,000.00	6,977,320.00	6,823,140.00	5.49	1,189	151	0.775	0.786
Treasury Coupon Securities	11,000,000.00	10,985,606.81	10,971,811.52	8.83	1,206	459	1.057	1.071
Investments	124,359,567.65	123,916,498.43	124,226,876.17	100.00%	874	547	0.995	1.009

Total Earnings	December 31 Month Ending	Fiscal Year To Date
Current Year	101,323.56	547,862.56
Average Daily Balance	126,241,247.10	
Effective Rate of Return	0.95%	

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

Roger J. Wisecup II, CPA 1-6-17
 Roger J Wisecup II, City Treasurer

**US TREASURY CONSTANT MATURITY RATES
PERIOD ENDING DECEMBER 31, 2016
3 YEAR COMPARISON**

	December 31, 2016	December 31, 2015	December 31, 2014
3 Months	0.51%	0.16%	0.04%
6 Months	0.62%	0.49%	0.12%
1 Year	0.85%	0.65%	0.25%
2 Years	1.20%	1.06%	0.67%
3 Years	1.47%	1.31%	1.10%
5 Years	1.93%	1.76%	1.65%

Reporting period 12/01/2016-12/31/2016

Run Date: 01/05/2017 - 11:12

Portfolio 2017
AC
PM (PRF_PM1) 7.3.0
Report Ver. 7.3.5

Investments FY 2016-2017
Portfolio Management
Portfolio Details - Investments
December 31, 2016

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity	Maturity Date
Money Market												
SYS4531558874A	4531558874A	Great Western Bank			0.00	0.00	0.00	0.550	0.542	0.550	1	
SYS4531558874B	4531558874B	Great Western Bank			5,253,720.33	5,253,720.33	5,253,720.33	0.300	0.296	0.300	1	
Subtotal and Average			5,253,428.68		5,253,720.33	5,253,720.33	5,253,720.33	0.296	0.300	1		
Passbook/Checking Accounts												
SYS6952311634B	6952311634B	Wells Fargo			4,030,847.32	4,030,847.32	4,030,847.32	0.250	0.247	0.250	1	
Subtotal and Average			4,030,735.11		4,030,847.32	4,030,847.32	4,030,847.32	0.247	0.250	1		
Commercial Paper Disc. -Amortizing												
06538BQF3	0728-16	Bank Tokyo Mitsubishi		07/12/2016	2,000,000.00	1,996,460.00	1,996,350.00	0.900	0.921	0.934	73	03/15/2017
06538BQA4	0729-16	Bank Tokyo Mitsubishi		08/12/2016	1,000,000.00	998,370.00	998,120.29	0.995	1.021	1.035	68	03/10/2017
2254EAS87	0731-16A	Credit Suisse		08/15/2016	1,500,000.00	1,492,920.00	1,492,856.25	1.350	1.385	1.404	127	05/08/2017
2254EAS87	0731-16B	Credit Suisse		08/15/2016	1,000,000.00	995,280.00	995,237.50	1.350	1.385	1.404	127	05/08/2017
16677JTU0	0750-16	Chevron Corp		11/17/2016	1,000,000.00	995,350.00	995,330.49	0.944	0.958	0.971	178	06/28/2017
4497W0QN1	0736-16	ING Commercial Paper		09/29/2016	1,000,000.00	998,160.00	997,400.00	1.170	1.177	1.193	80	03/22/2017
46640PPH0	0721-16	JP Morgan Commercial Paper		05/26/2016	4,500,000.00	4,495,410.00	4,493,829.27	1.050	1.075	1.090	47	02/17/2017
Subtotal and Average			11,963,702.53		12,000,000.00	11,971,950.00	11,969,123.80	1.108	1.123	83		
Federal Agency Coupon Securities												
3133EEJ43	0706-15	Federal Farm Credit		10/20/2015	1,000,000.00	1,000,000.00	1,000,364.16	0.650	0.539	0.546	127	05/08/2017
3133EGQM0	0732-16	Federal Farm Credit		08/15/2016	940,000.00	912,481.50	939,511.28	1.620	1.613	1.635	1,866	02/10/2022
3133EGUW3	0740-16A	Federal Farm Credit		09/29/2016	1,000,000.00	997,820.00	1,000,220.00	0.880	0.868	0.880	443	03/20/2018
3133EGUW3	0740-16B	Federal Farm Credit		09/29/2016	500,000.00	498,910.00	500,110.00	0.880	0.868	0.880	443	03/20/2018
3133EGQQ1	0743-16	Federal Farm Credit		10/14/2016	8,000,000.00	7,874,400.00	7,995,486.29	1.300	1.299	1.317	1,230	05/15/2020
3133EGD69	0746-16	Federal Farm Credit		11/07/2016	5,000,000.00	4,926,500.00	4,996,650.00	1.320	1.322	1.341	1,222	05/07/2020
313379FW4	0697-15	Federal Home Loan Bank		09/24/2015	765,000.00	765,994.50	766,012.16	1.000	0.687	0.696	159	06/09/2017
3130A3P40	0698-15	Federal Home Loan Bank		09/24/2015	400,000.00	400,280.00	400,308.74	0.875	0.711	0.721	183	07/03/2017
3130A5EP0	0700-15	Federal Home Loan Bank		10/02/2015	1,000,000.00	999,800.00	1,000,184.38	0.625	0.572	0.580	149	05/30/2017
3130A5EP0	0708-15	Federal Home Loan Bank		11/09/2015	3,000,000.00	2,999,400.00	2,998,047.86	0.625	0.773	0.783	149	05/30/2017
3130A87B3	0722-16	Federal Home Loan Bank		05/27/2016	2,000,000.00	1,995,600.00	2,000,000.00	1.000	0.986	1.000	514	05/30/2018
3130A8UU5	0734-16	Federal Home Loan Bank		08/25/2016	4,000,000.00	3,991,600.00	4,000,959.24	1.000	0.969	0.983	507	05/23/2018
3130A8Z30	0735-16	Federal Home Loan Bank		08/25/2016	2,000,000.00	1,992,200.00	1,999,040.00	0.875	0.897	0.910	509	05/25/2018
3130A9AZ4	0739-16	Federal Home Loan Bank		09/29/2016	1,000,000.00	1,000,929.17	1,003,140.14	1.250	1.065	1.080	523	06/08/2018
3130A97F2	0747-16	Federal Home Loan Bank		11/09/2016	1,000,000.00	998,485.42	1,003,632.01	0.875	0.689	0.698	466	04/12/2018
3130A1NN4	0751-16A	Federal Home Loan Bank		12/02/2016	1,000,000.00	1,000,994.45	1,001,233.69	0.875	0.604	0.612	143	05/24/2017
3130A1NN4	0751-16B	Federal Home Loan Bank		12/02/2016	1,000,000.00	1,000,994.44	1,001,233.68	0.875	0.604	0.612	143	05/24/2017

Portfolio 2017
AC
PM (PRF_PM2) 7.3.0

Investments FY 2016-2017
Portfolio Management
Portfolio Details - Investments
December 31, 2016

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity	Maturity Date
Federal Agency Coupon Securities												
3130A4FC1	0753-16	Federal Home Loan Bank		12/02/2016	1,000,000.00	1,003,250.00	1,003,250.38	0.900	0.765	0.775	235	08/24/2017
3130A6LZ8	0754-16	Federal Home Loan Bank		12/02/2016	1,000,000.00	998,925.00	999,031.64	0.625	0.809	0.820	298	10/26/2017
3137EADG1	0674-14	Federal Home Loan Mortgage Co.		10/21/2014	1,000,000.00	1,009,500.00	1,006,809.52	1.750	1.437	1.457	879	05/30/2019
3137EADG1	0679-15	Federal Home Loan Mortgage Co.		04/27/2015	3,000,000.00	3,028,500.00	3,035,043.18	1.750	1.235	1.252	879	05/30/2019
3134G7C58	0695-15	Federal Home Loan Mortgage Co.		09/28/2015	2,000,000.00	1,998,200.00	1,999,814.58	0.800	0.801	0.813	270	09/28/2017
3134G7C58	0699-15	Federal Home Loan Mortgage Co.		09/28/2015	1,000,000.00	999,100.00	1,000,000.00	0.800	0.789	0.800	270	09/28/2017
3134G45W4	0703-15	Federal Home Loan Mortgage Co.		10/15/2015	4,200,000.00	4,195,800.00	4,209,560.52	1.000	0.825	0.836	513	05/29/2018
3134G6Y31	0704-15	Federal Home Loan Mortgage Co.		10/15/2015	1,270,000.00	1,268,857.00	1,273,404.68	1.150	0.942	0.956	509	05/25/2018
3137EADG1	0705-15	Federal Home Loan Mortgage Co.		10/15/2015	5,000,000.00	5,047,500.00	5,073,748.47	1.750	1.109	1.125	879	05/30/2019
3134G9KU0	0719-16	Federal Home Loan Mortgage Co.		05/25/2016	3,500,000.00	3,492,650.00	3,499,755.00	1.000	0.991	1.005	509	05/25/2018
3134G9MN4	0720-16	Federal Home Loan Mortgage Co.		05/26/2016	1,000,000.00	990,500.00	1,000,000.00	1.500	1.479	1.500	1,241	05/26/2020
3134G9KW6	0723-16	Federal Home Loan Mortgage Co.		06/10/2016	1,000,000.00	991,100.00	999,790.33	1.350	1.339	1.357	1,059	11/26/2019
3134G9JK4	0725-16	Federal Home Loan Mortgage Co.		06/10/2016	2,000,000.00	1,995,200.00	2,000,231.94	1.125	1.103	1.119	694	11/26/2018
3134G9UF2	0726-16	Federal Home Loan Mortgage Co.		06/28/2016	1,000,000.00	997,300.00	1,000,193.52	1.050	1.025	1.039	635	09/28/2018
3134G9WU7	0727-16	Federal Home Loan Mortgage Co.		06/28/2016	1,000,000.00	998,200.00	1,000,000.00	0.800	0.789	0.800	361	12/28/2017
3134G3M31	0737-16A	Federal Home Loan Mortgage Co.		09/29/2016	1,000,000.00	1,001,455.55	1,002,419.02	1.000	0.669	0.679	269	09/27/2017
3134G3M31	0737-16B	Federal Home Loan Mortgage Co.		09/29/2016	500,000.00	500,727.77	501,209.51	1.000	0.669	0.679	269	09/27/2017
3137EADH9	0738-16	Federal Home Loan Mortgage Co.		09/29/2016	1,500,000.00	1,502,550.00	1,503,619.33	1.000	0.503	0.510	179	06/29/2017
3134GAPQ1	0741-16	Federal Home Loan Mortgage Co.		09/30/2016	500,000.00	498,400.00	500,000.00	1.020	1.006	1.020	635	09/28/2018
3134GAPQ1	0742-16A	Federal Home Loan Mortgage Co.		09/30/2016	500,000.00	498,400.00	500,000.00	1.020	1.006	1.020	635	09/28/2018
3134GAPQ1	0742-16B	Federal Home Loan Mortgage Co.		09/30/2016	1,000,000.00	996,800.00	1,000,000.00	1.020	1.006	1.020	635	09/28/2018
3137EADV8	0752-16	Federal Home Loan Mortgage Co.		12/02/2016	1,000,000.00	1,003,075.00	1,003,031.49	0.750	0.711	0.720	194	07/14/2017
3135G0WJ8	0663-14	Federal Nat'l Mtg. Assoc.		04/17/2014	5,000,000.00	4,985,000.00	4,962,823.00	0.875	1.559	1.581	505	05/21/2018
3136G3AU9	0714-16	Federal Nat'l Mtg. Assoc.		02/26/2016	3,000,000.00	2,988,000.00	3,000,000.00	1.250	1.233	1.250	873	05/24/2019
3136G33W3	0733-16	Federal Nat'l Mtg. Assoc.		08/30/2016	4,000,000.00	3,904,000.00	4,000,000.00	1.500	1.480	1.500	1,608	05/28/2021
3136G4FL2	0744-16	Federal Nat'l Mtg. Assoc.		10/14/2016	1,550,000.00	1,514,479.17	1,549,391.05	1.500	1.491	1.512	1,562	04/12/2021
3136G3MW2	0745-16	Federal Nat'l Mtg. Assoc.		10/14/2016	450,000.00	439,245.00	450,000.00	1.500	1.479	1.500	1,605	05/25/2021
912828UA6	0730-16	U.S. Treasury		08/15/2016	1,500,000.00	1,496,370.00	1,499,597.86	0.625	0.646	0.654	333	11/30/2017
912828UA6	0748-16	U.S. Treasury		11/09/2016	1,000,000.00	997,580.00	999,374.55	0.625	0.684	0.694	333	11/30/2017
Subtotal and Average			87,199,293.58		85,075,000.00	84,697,053.97	85,178,233.20		1.067	1.082	715	
Federal Agency Disc. -Amortizing												
31359MEL3	0630-13	Federal Nat'l Mtg. Assoc.		04/10/2013	2,000,000.00	1,993,520.00	1,946,960.00	0.631	0.641	0.650	151	06/01/2017
31359MEL3	0661-14	Federal Nat'l Mtg. Assoc.		03/14/2014	4,000,000.00	3,987,040.00	3,886,200.00	0.872	0.888	0.900	151	06/01/2017
31359MEL3	0701-15	Federal Nat'l Mtg. Assoc.		10/02/2015	1,000,000.00	996,760.00	989,980.00	0.593	0.598	0.606	151	06/01/2017

**Investments FY 2016-2017
Portfolio Management
Portfolio Details - Investments
December 31, 2016**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity	Maturity Date
Subtotal and Average			6,823,140.00		7,000,000.00	6,977,320.00	6,823,140.00		0.775	0.786	151	
Treasury Coupon Securities												
912828SY7	0651-13	U.S. Treasury		12/23/2013	3,000,000.00	2,999,880.00	2,996,414.34	0.625	0.909	0.921	150	05/31/2017
912828VE7	0662-14	U.S. Treasury		03/21/2014	2,000,000.00	1,999,060.00	1,987,965.40	1.000	1.421	1.441	515	05/31/2018
912828SX9	0673-14	U.S. Treasury		10/21/2014	3,000,000.00	2,987,580.00	2,984,068.63	1.125	1.334	1.353	880	05/31/2019
912828M72	0724-16	U.S. Treasury		06/10/2016	2,000,000.00	1,999,920.00	2,003,094.80	0.875	0.694	0.704	333	11/30/2017
912828TS9	0749-16	U.S. Treasury		11/09/2016	1,000,000.00	999,166.81	1,000,268.35	0.625	0.672	0.681	272	09/30/2017
Subtotal and Average			10,970,947.20		11,000,000.00	10,985,606.81	10,971,811.52		1.057	1.071	459	
Total and Average			126,241,247.10		124,359,567.65	123,916,498.43	124,226,876.17		0.995	1.009	547	

Investments FY 2016-2017
Portfolio Management
Investment Status Report - Investments
December 31, 2016

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
Money Market												
SYS4531558874A	4531558874A	GWB	0.00	0.550			0.542	0.550	07/01 - Monthly		0.00	0.00
SYS4531558874B	4531558874B	GWB	5,253,720.33	0.300			0.296	0.300	07/01 - Monthly		5,253,720.33	5,253,720.33
Money Market Totals			5,253,720.33				0.296	0.300		0.00	5,253,720.33	5,253,720.33
Passbook/Checking Accounts												
SYS6952311634B	6952311634B	WF	4,030,847.32	0.250			0.247	0.250	07/01 - Monthly		4,030,847.32	4,030,847.32
Passbook/Checking Accounts Totals			4,030,847.32				0.247	0.250		0.00	4,030,847.32	4,030,847.32
Commercial Paper Disc. -Amortizing												
06538BQF3	0728-16	BTMUFJ	2,000,000.00	0.900	03/15/2017	07/12/2016	0.921	0.934	03/15 - At Maturity		1,987,700.00	1,996,350.00
06538BQA4	0729-16	BTMUFJ	1,000,000.00	0.995	03/10/2017	08/12/2016	1.021	1.035	03/10 - At Maturity		994,195.00	998,120.29
2254EAS87	0731-16A	CSFBNY	1,500,000.00	1.350	05/08/2017	08/15/2016	1.385	1.404	05/08 - At Maturity		1,485,037.50	1,492,856.25
2254EAS87	0731-16B	CSFBNY	1,000,000.00	1.350	05/08/2017	08/15/2016	1.385	1.404	05/08 - At Maturity		990,025.00	995,237.50
16677JTU0	0750-16	CVXPP	1,000,000.00	0.944	06/28/2017	11/17/2016	0.958	0.971	06/28 - At Maturity		994,150.00	995,330.49
4497W0QN1	0736-16	ING	1,000,000.00	1.170	03/22/2017	09/29/2016	1.177	1.193	03/22 - At Maturity		994,345.00	997,400.00
46640PPH0	0721-16	JPM	4,500,000.00	1.050	02/17/2017	05/26/2016	1.075	1.090	02/17 - At Maturity		4,464,945.00	4,493,829.27
Commercial Paper Disc. -Amortizing Totals			12,000,000.00				1.108	1.123		0.00	11,910,397.50	11,969,123.80
Federal Agency Coupon Securities												
3133EEJ43	0706-15	FFCB	1,000,000.00	0.650	05/08/2017	10/20/2015	0.539	0.546	11/08 - 05/08	Received	1,001,600.00	1,000,364.16
3133EGQM0	0732-16	FFCB	940,000.00	1.620	02/10/2022	08/15/2016	1.613	1.635	02/10 - 08/10	211.50	939,248.00	939,511.28
3133EGUW3	0740-16A	FFCB	1,000,000.00	0.880	03/20/2018	09/29/2016	0.868	0.880	03/20 - 09/20	220.00	1,000,000.00	1,000,220.00
3133EGUW3	0740-16B	FFCB	500,000.00	0.880	03/20/2018	09/29/2016	0.868	0.880	03/20 - 09/20	110.00	500,000.00	500,110.00
3133EGQQ1	0743-16	FFCB	8,000,000.00	1.300	05/15/2020	10/14/2016	1.299	1.317	11/15 - 05/15	Received	7,995,200.00	7,995,486.29
3133EGD69	0746-16	FFCB	5,000,000.00	1.320	05/07/2020	11/07/2016	1.322	1.341	05/07 - 11/07		4,996,500.00	4,996,650.00
313379FW4	0697-15	FHLB	765,000.00	1.000	06/09/2017	09/24/2015	0.687	0.696	12/09 - 06/09	Received	768,939.75	766,012.16
3130A3P40	0698-15	FHLB	400,000.00	0.875	07/03/2017	09/24/2015	0.711	0.721	01/03 - 07/03	Received	401,084.00	400,308.74
3130A5EP0	0700-15	FHLB	1,000,000.00	0.625	05/30/2017	10/02/2015	0.572	0.580	11/30 - 05/30	Received	1,000,740.00	1,000,184.38
3130A5EP0	0708-15	FHLB	3,000,000.00	0.625	05/30/2017	11/09/2015	0.773	0.783	11/30 - 05/30	Received	2,992,650.00	2,998,047.86
3130A87B3	0722-16	FHLB	2,000,000.00	1.000	05/30/2018	05/27/2016	0.986	1.000	11/30 - 05/30		2,000,000.00	2,000,000.00
3130A8UU5	0734-16	FHLB	4,000,000.00	1.000	05/23/2018	08/25/2016	0.969	0.983	11/23 - 05/23	Received	4,001,200.00	4,000,959.24
3130A8Z30	0735-16	FHLB	2,000,000.00	0.875	05/25/2018	08/25/2016	0.897	0.910	11/25 - 05/25		1,998,800.00	1,999,040.00
3130A9AZ4	0739-16	FHLB	1,000,000.00	1.250	06/08/2018	09/29/2016	1.065	1.080	03/08 - 09/08	729.17	1,002,840.00	1,003,140.14
3130A97F2	0747-16	FHLB	1,000,000.00	0.875	04/12/2018	11/09/2016	0.689	0.698	04/12 - 10/12	1,385.42	1,002,500.00	1,003,632.01
3130A1NN4	0751-16A	FHLB	1,000,000.00	0.875	05/24/2017	12/02/2016	0.604	0.612	05/24 - Final Pmt.	194.45	1,001,250.00	1,001,233.69

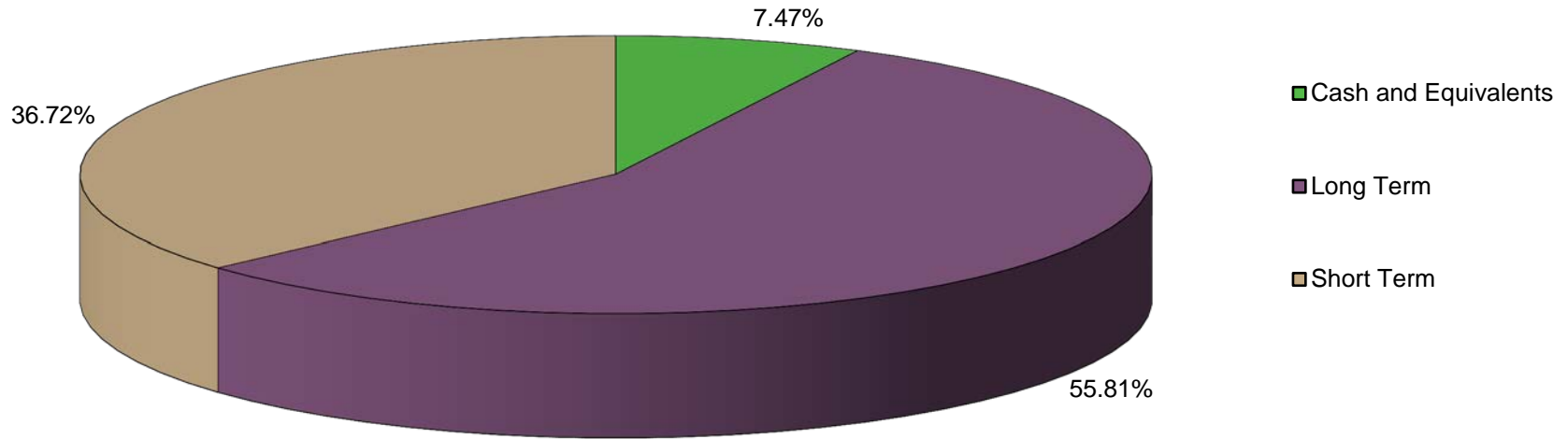
Investments FY 2016-2017
Portfolio Management
Investment Status Report - Investments
December 31, 2016

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
Federal Agency Coupon Securities												
3130A1NN4	0751-16B	FHLB	1,000,000.00	0.875	05/24/2017	12/02/2016	0.604	0.612	05/24 - Final Pmt.	194.44	1,001,250.00	1,001,233.68
3130A4FC1	0753-16	FHLB	1,000,000.00	0.900	08/24/2017	12/02/2016	0.765	0.775	02/24 - 08/24	2,450.00	1,000,900.00	1,003,250.38
3130A6LZ8	0754-16	FHLB	1,000,000.00	0.625	10/26/2017	12/02/2016	0.809	0.820	04/26 - 10/26	625.00	998,250.00	999,031.64
3137EADG1	0674-14	FHLMC	1,000,000.00	1.750	05/30/2019	10/21/2014	1.437	1.457	11/30 - 05/30	Received	1,013,000.00	1,006,809.52
3137EADG1	0679-15	FHLMC	3,000,000.00	1.750	05/30/2019	04/27/2015	1.235	1.252	05/30 - 11/30	Received	3,059,400.00	3,035,043.18
3134G7C58	0695-15	FHLMC	2,000,000.00	0.800	09/28/2017	09/28/2015	0.801	0.813	03/28 - 09/28		1,999,500.00	1,999,814.58
3134G7C58	0699-15	FHLMC	1,000,000.00	0.800	09/28/2017	09/28/2015	0.789	0.800	03/28 - 09/28		1,000,000.00	1,000,000.00
3134G45W4	0703-15	FHLMC	4,200,000.00	1.000	05/29/2018	10/15/2015	0.825	0.836	11/29 - 05/29	Received	4,217,766.00	4,209,560.52
3134G6Y31	0704-15	FHLMC	1,270,000.00	1.150	05/25/2018	10/15/2015	0.942	0.956	11/25 - 05/25	Received	1,276,350.00	1,273,404.68
3137EADG1	0705-15	FHLMC	5,000,000.00	1.750	05/30/2019	10/15/2015	1.109	1.125	11/30 - 05/30	Received	5,110,750.00	5,073,748.47
3134G9KU0	0719-16	FHLMC	3,500,000.00	1.000	05/25/2018	05/25/2016	0.991	1.005	11/25 - 05/25		3,499,650.00	3,499,755.00
3134G9MN4	0720-16	FHLMC	1,000,000.00	1.500	05/26/2020	05/26/2016	1.479	1.500	11/26 - 05/26		1,000,000.00	1,000,000.00
3134G9KW6	0723-16	FHLMC	1,000,000.00	1.350	11/26/2019	06/10/2016	1.339	1.357	11/26 - 05/26	Received	999,750.00	999,790.33
3134G9JK4	0725-16	FHLMC	2,000,000.00	1.125	11/26/2018	06/10/2016	1.103	1.119	11/26 - 05/26	Received	2,000,300.00	2,000,231.94
3134G9UF2	0726-16	FHLMC	1,000,000.00	1.050	09/28/2018	06/28/2016	1.025	1.039	09/28 - 03/28		1,000,250.00	1,000,193.52
3134G9WU7	0727-16	FHLMC	1,000,000.00	0.800	12/28/2017	06/28/2016	0.789	0.800	12/28 - 06/28		1,000,000.00	1,000,000.00
3134G3M31	0737-16A	FHLMC	1,000,000.00	1.000	09/27/2017	09/29/2016	0.669	0.679	03/27 - 09/27	55.55	1,003,180.91	1,002,419.02
3134G3M31	0737-16B	FHLMC	500,000.00	1.000	09/27/2017	09/29/2016	0.669	0.679	03/27 - 09/27	27.77	501,590.46	501,209.51
3137EADH9	0738-16	FHLMC	1,500,000.00	1.000	06/29/2017	09/29/2016	0.503	0.510	12/29 - 06/29	Received	1,505,490.00	1,503,619.33
3134GAPQ1	0741-16	FHLMC	500,000.00	1.020	09/28/2018	09/30/2016	1.006	1.020	03/28 - 09/28		500,000.00	500,000.00
3134GAPQ1	0742-16A	FHLMC	500,000.00	1.020	09/28/2018	09/30/2016	1.006	1.020	03/28 - 09/28		500,000.00	500,000.00
3134GAPQ1	0742-16B	FHLMC	1,000,000.00	1.020	09/28/2018	09/30/2016	1.006	1.020	03/28 - 09/28		1,000,000.00	1,000,000.00
3137EADV8	0752-16	FHLMC	1,000,000.00	0.750	07/14/2017	12/02/2016	0.711	0.720	01/14 - 07/14	2,875.00	1,000,180.00	1,003,031.49
3135G0WJ8	0663-14	FNMA	5,000,000.00	0.875	05/21/2018	04/17/2014	1.559	1.581	05/21 - 11/21	Received	4,890,402.20	4,962,823.00
3136G3AU9	0714-16	FNMA	3,000,000.00	1.250	05/24/2019	02/26/2016	1.233	1.250	05/24 - 11/24	Received	3,000,000.00	3,000,000.00
3136G33W3	0733-16	FNMA	4,000,000.00	1.500	05/28/2021	08/30/2016	1.480	1.500	11/28 - 05/28		4,000,000.00	4,000,000.00
3136G4FL2	0744-16	FNMA	1,550,000.00	1.500	04/12/2021	10/14/2016	1.491	1.512	04/12 - 10/12	129.17	1,549,225.00	1,549,391.05
3136G3MW2	0745-16	FNMA	450,000.00	1.500	05/25/2021	10/14/2016	1.479	1.500	11/25 - 05/25	Received	450,000.00	450,000.00
912828UA6	0730-16	US TRE	1,500,000.00	0.625	11/30/2017	08/15/2016	0.646	0.654	11/30 - 05/31	Received	1,499,430.00	1,499,597.86
912828UA6	0748-16	US TRE	1,000,000.00	0.625	11/30/2017	11/09/2016	0.684	0.694	11/30 - 05/31	Received	999,275.00	999,374.55
Federal Agency Coupon Securities Totals			85,075,000.00				1.067	1.082		9,207.47	85,178,441.32	85,178,233.20
Federal Agency Disc. -Amortizing												
31359MEL3	0630-13	FNMA	2,000,000.00	0.631	06/01/2017	04/10/2013	0.641	0.650	/ - Final Pmt.		1,946,960.00	1,946,960.00
31359MEL3	0661-14	FNMA	4,000,000.00	0.872	06/01/2017	03/14/2014	0.888	0.900	/ - Final Pmt.		3,886,200.00	3,886,200.00

**Investments FY 2016-2017
Portfolio Management
Investment Status Report - Investments
December 31, 2016**

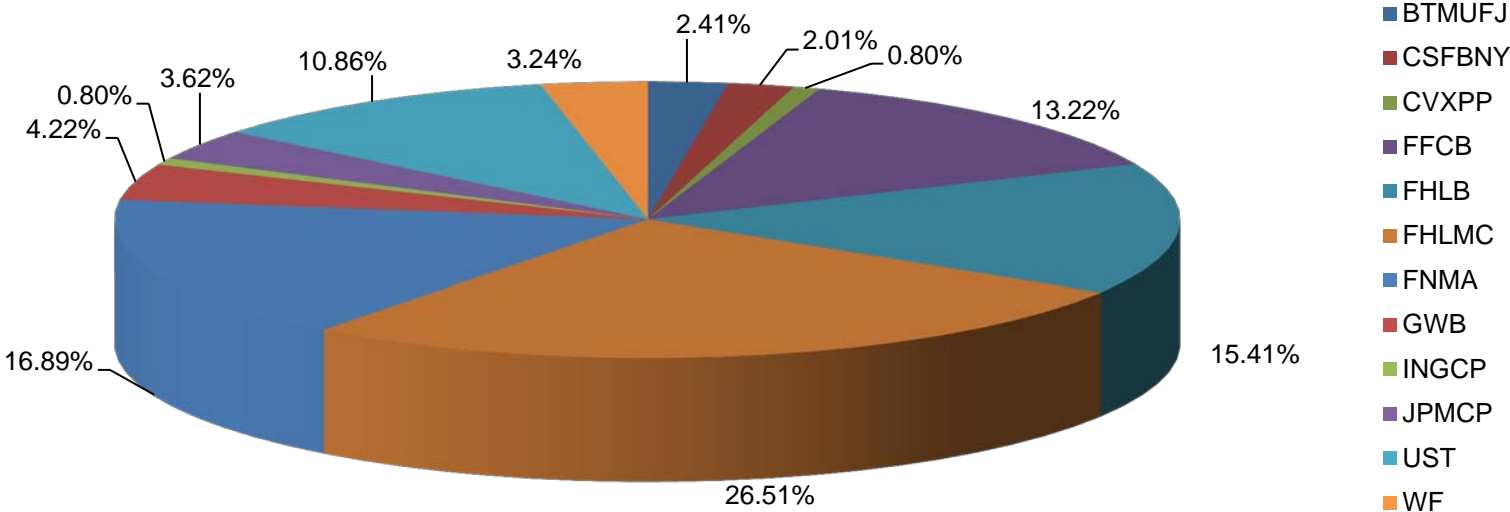
CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase Date	YTM 360	YTM 365	Payment Dates	Accrued Interest At Purchase	Current Principal	Book Value
Federal Agency Disc. -Amortizing												
31359MEL3	0701-15	FNMA	1,000,000.00	0.593	06/01/2017	10/02/2015	0.598	0.606	/ - Final Pmt.		989,980.00	989,980.00
Federal Agency Disc. -Amortizing Totals			7,000,000.00				0.775	0.786		0.00	6,823,140.00	6,823,140.00
Treasury Coupon Securities												
912828SY7	0651-13	US TRE	3,000,000.00	0.625	05/31/2017	12/23/2013	0.909	0.921	05/31 - 11/30	Received	2,970,000.00	2,996,414.34
912828VE7	0662-14	US TRE	2,000,000.00	1.000	05/31/2018	03/21/2014	1.421	1.441	05/31 - 11/30	Received	1,964,200.00	1,987,965.40
912828SX9	0673-14	US TRE	3,000,000.00	1.125	05/31/2019	10/21/2014	1.334	1.353	11/30 - 05/31	Received	2,969,531.25	2,984,068.63
912828M72	0724-16	US TRE	2,000,000.00	0.875	11/30/2017	06/10/2016	0.694	0.704	11/30 - 05/31	Received	2,005,000.00	2,003,094.80
912828TS9	0749-16	US TRE	1,000,000.00	0.625	09/30/2017	11/09/2016	0.672	0.681	03/31 - 09/30	686.81	999,500.00	1,000,268.35
Treasury Coupon Securities Totals			11,000,000.00				1.057	1.071		686.81	10,908,231.25	10,971,811.52
Investment Totals			124,359,567.65				0.995	1.009		9,894.28	124,104,777.72	124,226,876.17

Portfolio by Asset Class



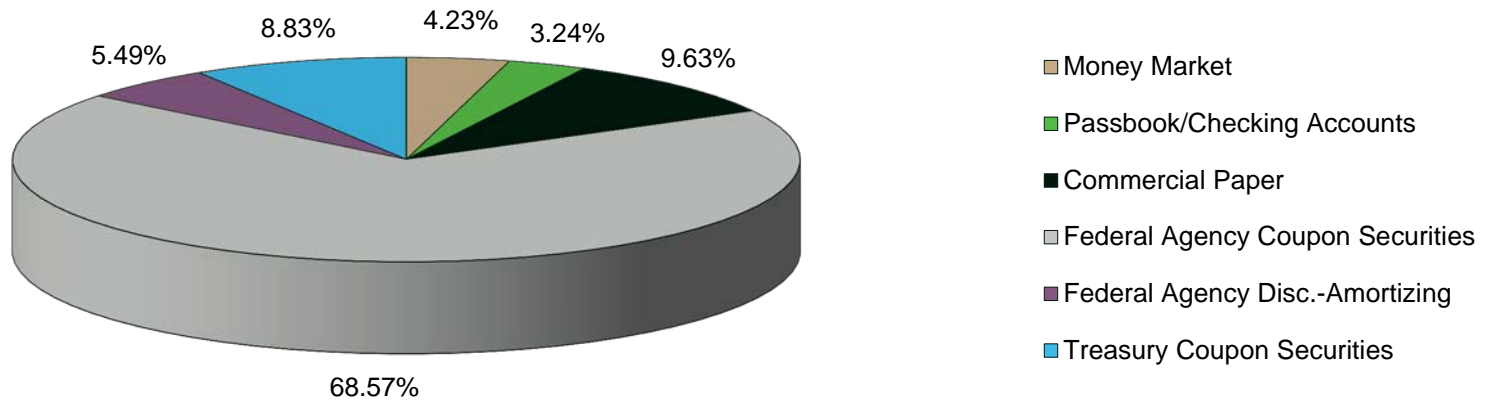
For Quarter Ending December 31, 2016

Par Value by Issuer Graph



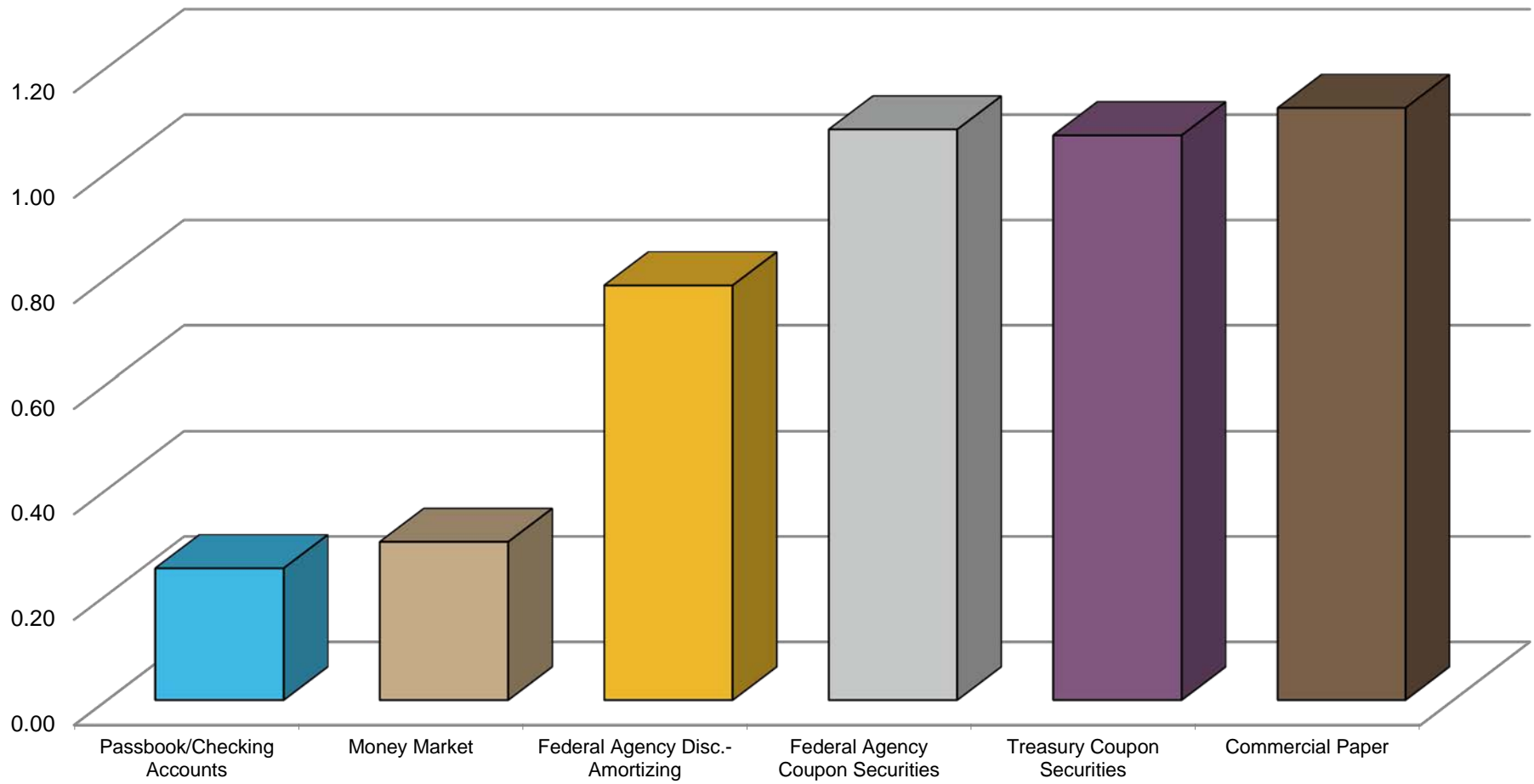
For Quarter Ending December 31, 2016

Book Value By Investment Type



For Quarter Ending December 31, 2016

Investment Yield by Type



For Quarter Ending December 31, 2016

COUNCIL ACTION FORM

**SUBJECT: CORRECTED RESOLUTIONS FOR SALES OF ALLEY
BETWEEN NORTH DAKOTA AVENUE AND DELAWARE
STREET**

BACKGROUND:

The property owner at 1501 North Dakota originally approached the City about buying the portion of unused city alley that was adjacent to this property.

Several other pieces of this alley were also still in City ownership, so outreach was done at least twice to the additional property owners to see if they, too, wished to buy the portions of alley adjacent to their lots. Ultimately, the council approved selling three sections of the alley between North Dakota Avenue and Delaware Street to the adjacent property owners.

In the course of preparing documents to complete these sales, it was determined that the names of the owners of record did not in all cases match with the identified names of the persons to whom the Council had authorized sales. It took some time to determine why there were discrepancies. That has now been clarified, but the earlier resolutions authorizing these sales need to be rescinded and subsequent resolutions need to be approved to accurately reflect the names of the parties to the purchase and what it is that is being sold, so that the transactions can be completed.

ALTERNATIVES:

1. Approve each of the resolutions to rescind the earlier adopted resolutions, and adopt new resolutions approving the sales of the correct parcels to the correct parties.
 - a. Resolution rescinding Resolution 16-388 regarding sale of alley to Cheryl Kruger
 - b. Resolution rescinding Resolution 16-389 regarding sale of alley to John Fisher & Kasandra Somers
 - c. Resolution authorizing sale of alley to Lile Parker Fox
 - d. Resolution authorizing sale of alley to Le and Joan Lubka
2. Refer the matter back to staff for further work.

MANAGER'S RECOMMENDED ACTION:

The return to taxable, productive use of unused alley segments is in the best interests of the City. However, this process must be done correctly to avoid creating title issues in the future. It is therefore the recommendation of the City Manager that the City Council approve Alternative #1 which will allow the City to take the corrective steps necessary for completion of these conveyances.

DO NOT WRITE IN THE SPACE ABOVE THIS LINE, RESERVED FOR RECORDER

Prepared by: Judy K. Parks, City of Ames Legal Department, 515 Clark Avenue, Ames, IA 50010 (Phone: 515-239-5146)

Return to: Ames City Clerk, P. O. Box 811, Ames, IA 50010

RESOLUTION NO. _____

RESOLUTION APPROVING RECISSION OF RESOLUTION NO. 16-388 REGARDING SALE TO CHERYL KRUGER OF PIECE A OF AN ALLEY BETWEEN NORTH DAKOTA AVENUE AND DELAWARE STREET IN THE CITY OF AMES, IOWA

WHEREAS, on June 28, 2016, Resolution no. 16-388 was adopted which authorized the sale to Cheryl Kruger of Piece A of an alley between North Dakota and Delaware Avenue and adjacent to 1501 North Dakota Avenue by Quit Claim deed; and,

WHEREAS, in the course of completing the sale, it was determined that the identified name of the property owner was no longer correct; and,

WHEREAS, the person formerly known as Cheryl Kruger is now known as Lile Parker Fox, and she still intends to complete this purchase; and,

WHEREAS, the previous resolution should be rescinded and a new resolution should be adopted authorizing the sale to Lile Parker Fox.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ames, Iowa, that the Rescission of Resolution no. 16-388 regarding the sale to Cheryl Kruger of Piece A of an alley between North Dakota Avenue and Delaware by Quit Claim deed is hereby approved.

ADOPTED THIS ____ day of January, 2017.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor

Introduced by:

Seconded by:

Voting aye:

Voting nay:

Absent:

Resolution declared adopted and signed by the Mayor this ____ day of January, 2017.

DO NOT WRITE IN THE SPACE ABOVE THIS LINE, RESERVED FOR RECORDER

Prepared by: Judy K. Parks, City of Ames Legal Department, 515 Clark Avenue, Ames, IA 50010 (Phone: 515-239-5146)

Return to: Ames City Clerk, P. O. Box 811, Ames, IA 50010

RESOLUTION NO. _____

**RESOLUTION APPROVING RECISSION OF RESOLUTION NO. 16-389 REGARDING
SALE TO JOHN FISHER AND KASANDRA SOMERS OF PIECE B OF AN ALLEY
BETWEEN NORTH DAKOTA AVENUE AND DELAWARE STREET IN THE CITY OF
AMES, IOWA**

WHEREAS, on June 28, 2016, Resolution no. 16-389 was adopted which authorized the sale to John Fisher and Kasandra Somers of Piece B of an alley between North Dakota and Delaware Avenue and adjacent to 1505 North Dakota Avenue by Quit Claim deed; and,

WHEREAS, in the course of completing the sale, and confirming the owners of record of 1505 North Dakota, it was determined that there is just a single individual owner of record of that property, whose correct name is John Fischer; and

WHEREAS, Mr. Fischer no longer intends to complete this purchase, but the abutting property owners, Le and Joan Lubka, would like to complete the purchase; and,

WHEREAS, all statutorily necessary steps have been taken for this conveyance such that it is appropriate that the previous resolution should be rescinded and a new resolution should be adopted authorizing the sale to Le and Joan Lubka.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Ames, Iowa, that the Rescission of Resolution no. 16-389 regarding the sale to John Fischer and Kasandra Somers of Piece B of an alley between North Dakota Avenue and Delaware by Quit Claim deed is hereby approved.

ADOPTED THIS ____ day of January, 2017.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor

Introduced by:

Seconded by:

Voting aye:

Voting nay:

Absent:

Resolution declared adopted and signed by the Mayor this ____ day of January, 2017.

DO NOT WRITE IN THE SPACE ABOVE THIS LINE, RESERVED FOR RECORDER

Prepared by: Judy K. Parks, City of Ames Legal Department, 515 Clark Avenue, Ames, IA 50010 (Phone: 515-239-5146)

Return to: Ames City Clerk, P. O. Box 811, Ames, IA 50010

RESOLUTION NO. _____

RESOLUTION APPROVING THE CONVEYANCE TO LILE PARKER FOX BY THE CITY OF AMES OF ITS RIGHT, TITLE, AND INTEREST IN CERTAIN LAND CONSTITUTING A PART OF THE VACATED ALLEY OF LOT 1 OF BLOCK 8 OF THE ORIGINAL TOWN OF ONTARIO TO THE CITY OF AMES, IOWA

BE IT RESOLVED by the City Council of the City of Ames, Iowa, that the conveyance by the City of Ames of its right, title, and interest in the land constituting a part of the vacated east half of the north/south alley of Lot 1 of Block 8 of the Original Town of Ontario to the City of Ames Iowa, at 1505 North Dakota, said land being more specifically described as follows:

Beginning at the southwest corner of Lot 1 of Block 8 of the Original Town of Ontario now part of the City of Ames, Story County, Iowa, in the 5th PM, thence 10' west, thence 70' north, thence 10' east along the west line of Lot 1 to the point of beginning;

be sold for the amount of \$1,989.75 and conveyed by Quit Claim Deed to Lile Parker Fox, and in consideration of granting of an easement for utility purposes to the City of Ames, Iowa, shall be and is hereby approved.

BE IT FURTHER RESOLVED that the Mayor is hereby authorized and directed to execute a Quit Claim Deed with respect to the above described land for an on behalf of the City of Ames, Iowa.

ADOPTED THIS ____ day of January, 2017.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor

Introduced by:

Seconded by:

Voting aye:

Voting nay:

Absent:

Resolution declared adopted and signed by the Mayor this ____ day of January, 2017.

DO NOT WRITE IN THE SPACE ABOVE THIS LINE, RESERVED FOR RECORDER

Prepared by: Judy K. Parks, City of Ames Legal Department, 515 Clark Avenue, Ames, IA 50010 (Phone: 515-239-5146)

Return to: Ames City Clerk, P. O. Box 811, Ames, IA 50010

RESOLUTION NO. _____

RESOLUTION APPROVING THE CONVEYANCE TO LE AND JOAN LUBKA BY THE CITY OF AMES OF ITS RIGHT, TITLE, AND INTEREST IN CERTAIN LAND CONSTITUTING A PART OF THE VACATED ALLEY OF LOT 4 OF BLOCK 8 OF THE ORIGINAL TOWN OF ONTARIO TO THE CITY OF AMES, IOWA

BE IT RESOLVED by the City Council of the City of Ames, Iowa, that the conveyance by the City of Ames of its right, title, and interest in the land constituting a part of the vacated east half of the north/south alley of Lot 4 of Block 8 of the Original Town of Ontario to the City of Ames Iowa, at 1505 North Dakota, said land being more specifically described as follows:

Beginning at the southwest corner of Lot 4 of Block 8 of the Original Town of Ontario now part of the City of Ames, Story County, Iowa, in the 5th PM, thence 10' west, thence 60' north, thence 10' east along the west line of Lot 4 to the point of beginning;

be sold for the amount of \$1,750.50 and conveyed by Quit Claim Deed to Le and Joan Lubka, and in consideration of granting of an easement for utility purposes to the City of Ames, Iowa, shall be and is hereby approved.

BE IT FURTHER RESOLVED that the Mayor is hereby authorized and directed to execute a Quit Claim Deed with respect to the above described land for an on behalf of the City of Ames, Iowa.

ADOPTED THIS ____ day of January, 2017.

Diane R. Voss, City Clerk

Ann H. Campbell, Mayor

Introduced by:

Seconded by:

Voting aye:

Voting nay:

Absent:

Resolution declared adopted and signed by the Mayor this ____ day of January, 2017.

COUNCIL ACTION FORM

SUBJECT: 2016/17 CYRIDE ROUTE PAVEMENT IMPROVEMENTS (S. 3RD / 4TH STREET)

BACKGROUND:

This annual program utilizes current repair and reconstruction techniques to make pavement improvements to streets that are or were bus routes. These streets were designed and built for light residential traffic. With these streets now designated as bus routes, accelerated deterioration of the street surface has occurred. Pavement improvements will restore street sections that will carry higher traffic volumes. Improving these streets will reduce maintenance needs for them. This reduction will allow for additional and earlier maintenance of other streets, which will prolong their useful life. **The location for this project is South 3rd Street from Grand Avenue to South Duff Avenue and South 4th Street from Squaw Creek to Grand Avenue.**

Staff has been working with Shive-Hattery, Inc. of West Des Moines, Iowa on this project. Shive-Hattery and City staff have completed plans and specifications for this contract with a total estimated construction cost of \$2,247,020. Engineering and construction administration costs are estimated at \$449,404, bringing **total estimated costs for this project to \$2,696,424.**

This CyRide Route Pavement Improvement is shown in the 2016/17 Capital Improvements Plan with funding in the amount of \$525,000 from General Obligation bonds, \$1,292,000 from MPO/STP funds through the Ames Area Metropolitan Planning Organization, and \$555,000 from Road Use Tax. Through the design process, necessary repairs were recognized for the storm sewer and sanitary sewer networks underneath the pavement. These improvements will utilize funding in the amounts of \$100,000 from the Storm Sewer Improvement Program, and \$100,000 from the Sanitary Sewer Rehab Program. The shared use path along S. 4th Street from S. Oak Avenue to Grand Avenue has been identified for reconstruction, this work will utilize \$75,000 from the Shared Use Path Maintenance program. Funding in the amount of \$75,000 from the Accessibility Enhancement Program will also be used to incorporate Accessible Pedestrian Signals and sidewalk facilities at the affected intersections. This brings the **total available funds to \$2,722,000.**

Staff held a project informational meeting with area property owners, residents and interested persons to receive input on the project timing, staging and design, including the addition of on-street bicycle facility improvements on S. 3rd Street. Staff also held a meeting with Ames Bicycle Coalition representatives to discuss the on-street bicycle

improvements. Additionally, input was received from CyRide representatives over their operations along the project corridor. The comments received were incorporated into the project design, which included minimizing the time S. 3rd / 4th Street would be closed to traffic and utilizing a 3-lane vehicle configuration with standard bike lanes for the on-street bicycle facility. South 4th Street from Squaw Creek to S. Hazel Avenue and S. 3rd Street from Grand Avenue to S. Walnut Avenue will be closed to traffic at different times during the project to complete full depth pavement reconstruction. While these stretches are closed, resurfacing of adjacent pavement section will simultaneously be occurring while still keeping two lanes of traffic open.

This project is on schedule to have a February 21, 2017 letting, which will be conducted through the Iowa Department of Transportation (DOT). Work is scheduled to begin by April 3, 2017 and be completed by August 1, 2017, weather dependent.

ALTERNATIVES:

1. Approve plans and specifications for the 2016/17 CyRide Route Pavement Improvements (S. 3rd / 4th Street) and establish February 21, 2017, as the date of letting and February 28, 2017, as the date for report of bids.
2. Do not approve this project.

MANAGER'S RECOMMENDED ACTION:

Approval of the plans and specifications will continue to keep this project on the Iowa DOT's February 21, 2017, letting schedule. Delay or rejection of these plans and specifications could delay the start of this arterial street improvement project until the 2018 construction season.

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

COUNCIL ACTION FORM

SUBJECT: CYRIDE SINGLE SOURCE PROCUREMENT OF WEBSITE SUBSCRIPTION SERVICE UPGRADE TO VISION INTERNET OF EL SEGUNDO, CALIF. FOR \$72,976

BACKGROUND:

Beginning in July 2017, Vision Internet, which hosts CyRide's website, will no longer support the current version of its system. Both CyRide and the City's Information Technology Division believe the current vendor can provide the best services for CyRide with an upgrade to Vision's new subscription services as this is the same vendor hosting the City of Ames website. This decision was made after initial inquiries into other website subscription services indicated a 200-300% higher cost to choose a different vendor, as new vendors would need to design a new website compared to Vision's approach of improving upon the existing design.

The specific benefits to upgrading with CyRide's current vendor are as follows:

- The City and CyRide can share training resources.
- The knowledge base of the Vision system is shared with more than forty individuals within CyRide and the City of Ames.
- The website will be responsive to the size of monitor and automatically scale information content to different devices utilized by customers (tablet, computer, smart phone, etc).
- Updating of bus schedules/timetables will be easier to manipulate and more intuitive for CyRide staff.
- The Ames Area MPO and CyRide website that CyRide staff updates will utilize the same software.
- After July 2017, Vision will no longer support or host the current system; therefore, staying with the existing system is not a possibility.
- Future upgrades to newer software versions will be free under visionLive.
- Improved features and interactive elements have been added that will enhance customer's experience.

This procurement includes the upgrade, and four additional years of software support and hosting as described in the budget below.

Website New Subscription Services Itemized		Dollars
Professional Services - visionLive CMS6		\$ 38,495
visionLive Software, Support, Hosting (Year 2)		\$ 8,000
visionLive Software, Support, Hosting (Year 3)		\$ \$8,400
visionLive Software, Support, Hosting (Year 4)		\$ \$8,820
visionLive Software, Support, Hosting (Year 5)		\$ \$9,261
Total		\$ 72,976
Budget		Dollars
Local funding – FY2017 CyRide Operating Budget		\$ 38,496
Local funding – FY2018, FY2019, FY2020, FY2021 CyRide operating budgets		\$ 24,421
Total		\$ 72,976

The City of Ames Finance Department has approved this single source procurement process as the upgrade will integrate with the City’s existing website so that the City’s Information Technology’s personnel are able to provide assistance to CyRide staff as well as offer other efficiencies for their personnel.

The Transit Board of Trustees also approved the single source procurement at its January 19, 2017 meeting.

ALTERNATIVES:

1. Approve the single source procurement of website subscription services upgrade and associated annual hosting/support/maintenance with Vision Internet of El Segundo, CA in the amount of \$72,976.
2. Reject Alternative #1 and direct staff to procure new website professional services to reflect CyRide priorities.

MANAGER’S RECOMMENDED ACTION:

Approval of this alternative will allow CyRide to upgrade the design of its website, substantially improve the methods staff utilizes and time required to maintain its website information, provide a responsive website to the public and continue its collaboration with City departments for website training and maintenance activities.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving a single source procurement of website subscription service and associated annual hosting support and maintenance with Vision Internet of El Segundo, California over the next five year period at a cost of \$72,976.

COUNCIL ACTION FORM

SUBJECT: CONTRACT FOR EMERALD ASH BORER TREE REMOVALS, STUMP GRINDING, TREATMENT, AND TREE REPLACEMENT

BACKGROUND:

The Emerald Ash Borer Response Plan and Urban Forest Diversification and Reforestation Program were approved by City Council on December 9, 2014. As outlined in this plan, removals of trees larger than 18-inch diameter at breast height (DBH), stump grinding, treatment to prolong the life of select ash trees, and planting of replacement trees were all to be bid as contract work. Work in this program is scheduled to take 20 years to complete with a majority of removals happening in the first 5 years of the plan.

In Plan Years 1 and 2, over 450 ash trees in the right of way have been removed, which accounts for approximately 20% of the ash trees in the response program. Tree removals in FY 2016/17 (Plan Year 3) by City crews are nearing completion. A few larger trees remain that will be removed by contractor forces in this program.

Including the partnership with the Ames Foundation, over 700 trees in the right of way have been planted. Tree plantings for this program have been scheduled for fall plantings to help aid in tree survival rates.

In addition to the removals and plantings mentioned above, bids were also received on January 5, 2017, for stump grinding and treatment. The results are compiled below:

Ash Tree Removal – FY 2016/17 and 2017/18 (Plan Years 3 and 4)

	<u>FY 16/17</u>	<u>FY 17/18</u>
LawnPro LLC	\$ 6,884.00	\$ 1,272.00
Finco Tree/Wood Service LLC	\$11,000.00	\$ 2,100.00
Perficut Companies, Inc.	\$14,969.70	\$ 2,886.30
Family Tree Care, LLC	\$20,426.00	\$ 3,660.00

Ash Tree Stump Grinding – FY 2016/17 and 2017/18 (Plan Years 3 and 4)

	<u>FY 16/17</u>	<u>FY 17/18</u>
Finco Tree/Wood Service LLC	\$ 7,000.00	\$ 6,600.00
LawnPro LLC	\$ 9,590.00	\$ 9,042.00
Perficut Companies, Inc.	\$24,850.00	\$23,100.00

Ash Tree Treatment – FY 17/18 (Plan Year 4)

	<u>FY 17/18</u>
Robert Kinnucan Tree Experts	\$ 70,125.00
TruGreen Limited Partnership	\$ 80,410.00
LawnPro LLC	\$ 82,093.00
Finco Tree/Wood Service LLC	\$ 93,500.00
Perficut Companies, Inc.	\$104,720.00
Reliable Property Services	\$107,525.00
Family Tree Care LLC	\$121,550.00

Ash Tree Replacement – FY 2016/17 and 2017/18 (Plan Years 3 and 4)

	<u>FY 16/17</u>	<u>FY 17/18</u>
Country Landscapes, Inc	\$51,270.45	\$48,866.40
Finco Tree/Wood Service LLC	\$57,750.00	\$55,000.00
Reliable Property Services	\$63,525.00	\$60,500.00

The low bids for these contracts for FY 2016/17 (Plan Year 3) total \$65,154.45. Funding for FY 2016/17 is included in the approved budget at \$100,000. The low bids for these contracts for FY 2017/18 (Plan Year 4) total \$126,863.40. Funding for FY 2017/18 is included in the proposed budget at \$200,000.

ALTERNATIVES:

- 1a. Accept the report of bids for Ash Tree Removals, Ash Tree Stump Grinding, Ash Tree Treatment, and Ash Tree Replacement.
 - b. Award Ash Tree Removals to LawnPro of Ames, IA in the amount of \$8,156.00.
 - c. Award Ash Tree Stump Grinding to Finco Tree/Wood Service of Kelley, IA in the amount of \$13,600.
 - d. Award Ash Tree Treatment to Robert Kinnucan Tree Experts of Lake Bluff, IL in the amount of \$70,125.
 - e. Award the Ash Tree Replacement to Country Landscapes of Ames, Iowa, in the amount of \$100,136.85.
2. Reject the bids and direct staff to make changes to the bid packages.

MANAGER'S RECOMMENDED ACTION:

Work has already begun on the Emerald Ash Borer Response Plan by City crews. Awarding these bids will allow work to continue with the approved plan in a proactive response to the Emerald Ash Borer threat.

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

COUNCIL ACTION FORM

SUBJECT: AWARD CONTRACT FOR LED LUMINAIRES FOR THE ELECTRIC SERVICES DEPARTMENT

BACKGROUND:

The purchase of LED luminaires is to replenish inventory for the Electric Services Department. LED luminaires of this type are kept on hand in order to ensure availability for the needs of the department. Typically, these LED luminaires are used to provide lighting service for both roadway and security light applications in residential and commercial areas and are necessary to meet the anticipated needs of the Electric Services Department for new construction and maintenance projects.

On December 29, 2017, a request for quote (RFQ) was issued to 80 vendors. The RFQ was advertised on the Current Bid Opportunities section of the Purchasing webpage.

On January 16, 2017, four bids were received as shown below:

BIDDER	TOTAL COST
Kriz-Davis Co., Ames, IA	\$128,796
Power Line Supply, Williamsburg, IA	\$134,668
Irby Company, Eagan, MN	\$135,269
Wesco Distribution, Des Moines, IA	\$140,007
Fletcher-Reinhardt Co. MO,	NO BID
RESCO, Ankeny, IA	NO BID

***Price inclusive of 6% State of Iowa Sales Taxes Plus 1% Local Tax**

Staff reviewed the bids and concluded that the apparent low bid in the amount of \$128,796 (inclusive of Iowa sales tax) submitted by Kriz Davis, Ames, IA, is acceptable. Two vendors stated no bid for this request for quote.

ALTERNATIVES:

1. Award a contract to Kriz Davis Ames, Iowa, for the purchase of Electric Services LED Luminaires in accordance with bid in the amount of 128,796 (inclusive of Iowa sales tax).
2. Reject all bids and attempt to purchase LED luminaires on an as needed basis.

MANAGER'S RECOMMENDED ACTION:

It is important to have LED luminaires available to meet department's needs for roadway and security light applications in residential and commercial areas. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.

Evaluated Totals from all 3 tabs

	POWER LINE SUPPLY	IRBY	KRIZ DAVIS CO	WESCO
70W	92,472.00	92,704.00	94,280.00	94,432.00
150W	79,544.00	79,644.00	73,100.00	80,952.00
250W	106,644.00	106,874.00	103,590.00	108,266.00
Overall Evaluated price	278,660.00	279,222.00	270,970.00	283,650.00
Overall Evaluated cost with tax	464,848.00	465,740.00	447,660.00	472,868.00

Extended Cost Totals from all 3 tabs

	POWER LINE SUPPLY	IRBY	KRIZ DAVIS CO	WESCO
70W	48,888.00	49,120.00	49,880.00	50,848.00
150W	35,960.00	36,060.00	30,500.00	37,368.00
250W	41,010.00	41,240.00	39,990.00	42,632.00
Overall price	125,858.00	126,420.00	120,370.00	130,848.00
Overall cost with tax	134,668.06	135,269.40	128,795.90	140,007.36

COUNCIL ACTION FORM

SUBJECT: FLEET REPLACEMENT PROGRAM – PUBLIC WORKS STREETS BACKHOE LOADER REPLACEMENT

BACKGROUND:

The City has three backhoe-loaders in service with the Public Works Department. Two units are used by Streets, and the other by Utility Maintenance. One of the Streets units #327, a John Deere model 310, is due for replacement In February of this year. As planned, this unit will be purchased in February by Murphy Tractor of Des Moines as agreed in a buyback agreement for \$45,000. Streets Division staff discussed their options for the most practical and effective replacement of this tractor. After discussion, it was decided they could best meet their operational objectives with another larger unit, sized similarly to the other Streets backhoe-loader.

Bids were received from dealers as follows:

Bidder	Make	Model	Year	Buyback offer	Base Bid	Net Low Bid
Ziegler Caterpillar Altoona, IA	CAT	430 F2	2017	\$45,000	\$115,575	\$70,575
Boarder Machinery, Augusta, GA	Case	590 SN	2017	\$28,000	\$109,186	\$81,186
Murphy Tractor & Equipment Des Moines, IA	John Deere	410 L	2017	N/A	\$112,900	\$112,900
Titan Machinery Des Moines, IA	Case	590 SN	2017	N/A	\$113,300	\$113,300

The net low evaluated bid for the backhoe loader is the CAT 430 F2 from Ziegler Caterpillar, of Altoona, Iowa, in the amount of \$70,575. Fleet recommends purchasing the option for a 5-year full coverage warranty for this unit in the amount of \$8,100. The base bid with the extended warranty makes the purchase price **\$123,675**.

FUNDING:

Escrow available on current loader #327	\$ 53,383
Buyback from Murphy for the JD310	45,000
Unobligated escrow from #1066 (see below)	10,117
<u>Funding identified from operating budget</u>	<u>16,500</u>
Total available funds	\$125,000

Unit #1066 is the Streets backhoe-loader that was downsized earlier this fiscal year. There is currently \$21,872 in escrow in this unit due to the downsizing. With the downsize of that unit and the slight upgrade to the unit being bid it is expected to have an overall decrease in maintenance costs compared to previous years.

ALTERNATIVES:

1. Approve and award this contract to Ziegler CAT of Altoona, IA for a Cat 430F2 in the amount of \$123,675 including the 5 year full coverage warranty for \$8,100 and accept Ziegler's buyback offer of \$45,000 in 5 years/6,000 hrs.
2. Reject award of bid.

MANAGER'S RECOMMENDED ACTION:

The Director of Fleet Services and Public Works staff agree the CAT 430 F2, from Ziegler Caterpillar, of Altoona, Iowa, meets the operational needs as specified as well as results in the lowest cost to the City.

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

COUNCIL ACTION FORM

SUBJECT: AWARD CONTRACT FOR THE FURMAN AQUATIC CENTER WATER SLIDE RESTORATION PROJECT

BACKGROUND:

This project is to perform necessary maintenance and repair to all surfaces of the four waterslides at the Furman Aquatic Center. The slides were constructed in 2009 and the facility opened in 2010. The four slides include a youth slide, two tube slides and one drop slide. Through visual inspections of the waterslides, there is maintenance that needs to be completed beyond the expertise of City staff. The project includes repainting of exterior slide surfaces, chip and crack repair of slide interior, buffing and sealing of slide interior to regain the original luster and speed, and all slide seams will be resealed to eliminate leaks. In addition, the proposal includes slide support and tower maintenance.

Staff requested formal proposals from qualified contractors to evaluate, recommend, and perform maintenance and repair to all surfaces of the four waterslides. One proposal was received from Fischer Bros. Enterprises, Eau Claire, Wisconsin. The proposed cost of the recommended work is \$97,000. Fischer Bros. Enterprises has completed waterslide restoration projects at multiple facilities throughout central Iowa including Boone, West Des Moines, Pella, Des Moines, and Indianola. Staff contacted representatives from the aforementioned communities and all gave very positive feedback regarding the quality of work Fischer Bros. Enterprises had completed.

Originally \$25,000 was budgeted in the FY 2015/16 Capital Improvements Plan (CIP). In the fall of 2015, staff had discussion with two different waterslide maintenance contractors regarding necessary maintenance. Preliminary cost estimates were obtained after the 2015 season and it was determined that the costs were going to be significantly higher than the original \$25,000 appropriated in the CIP. Staff delayed the project to FY 2016/17 and used savings from other projects to increase the available funding for this project to \$97,500.

The project is expected to be completed this spring prior to the facility being open for the 2017 season as the contractors have been asked to complete the project by May 1.

ALTERNATIVES:

1. Award the contract for the Furman Aquatic Center Waterslide Restoration Project to Fischer Bros. Enterprises, Eau Claire, Wisconsin in the amount of \$97,000.
2. Reject the proposal for the Furman Aquatic Center Waterslide Restoration Project from Fischer Bros. Enterprises, Eau Claire, Wisconsin.
3. Refer back to staff.

MANAGER'S RECOMMENDED ACTION:

Furman Aquatic Center has averaged approximately 96,000 visitors since opening in 2010 and the proposed project will address needed maintenance and repairs to all four waterslides to aid in providing an excellent facility for patrons to enjoy during summer months. Since there is only one proposal for this project, staff contacted other entities who had contracted with Fischer Bros. Enterprises and received positive feedback regarding the quality of work performed by this company. The proposed fee is comparable to what others have paid for similar work.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby awarding the contract for the Furman Aquatic Center Waterslide Restoration Project to Fischer Bros. Enterprises, Eau Claire, Wisconsin in the amount of \$97,000.



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MEMO

To: Mayor and Members of the City Council

From: City Clerk's Office

Date: January 20, 2017

Subject: Contract and Bond Approval

There is no Council Action Form for Item No. 20 . Council approval of the contract and bond for this project is simply fulfilling a *State Code* requirement.

/jr

COUNCIL ACTION FORM

SUBJECT: CHANGE ORDER FOR WATER TREATMENT PLANT LIME SLUDGE DISPOSAL OPERATIONS

BACKGROUND:

The City's Water Treatment Plant (WTP) is a conventional lime-softening facility that generates approximately 22,000 wet tons of lime sludge each year. The lime sludge, a by-product of the softening process, consists primarily of calcium carbonate and magnesium hydroxide and is discharged from the treatment process into storage lagoons located east of the WTP. On May 28, 2013, Council awarded a contract to Wulfekuhle Injection and Pumping Inc. in the amount of \$1,882,220. The work that was performed under this contract included both the annual maintenance to remove lime from three small lime cells at the existing Water Plant, and extra lime disposal necessary for improvements as part of the new water plant construction project. The maintenance portion of the contract was completed in FY 2013/14 as planned.

The lime sludge removal related to the new water plant was a significant one-time increase in quantity. Under normal annual lime removal contracts, the contractor is not paid until the lime has been incorporated into agricultural fields. The significantly larger quantity this time, however, posed a challenge for the contractor to have all of the material applied during one season. Because of this, City staff and the contractor came to an agreement that the contractor would be able to excavate and stockpile the lime and receive a partial payment; with final payment made when proof of incorporation on agricultural land was provided.

The original terms of the contract were to remove 150,000 tons of lime from Cell 4 for the new water plant project by June 15, 2014. The completion date was later changed to December 31, 2014 by change order. Only 80,000 wet tons of lime sludge had been removed by that deadline. The water plant contractor needed to begin their work in the lime pond area and the deadline for lime sludge removal contract was not able to be extended. Since no additional excavation can be performed in Cell 4 at this time, a change order has been issued to decrease the contract amount by \$735,000.

The lime sludge contractor has some lime still stockpiled, and the City is holding approximately \$63,000 in retainage. That amount will still be paid to the contractor once the material has been land-applied.

ALTERNATIVES:

1. Approve a change order decreasing the contract awarded to Wulfekuhle Injection and Pumping Inc. of New Vienna, Iowa by \$735,000.
2. Do not approve a change order at this time.

MANAGER'S RECOMMENDED ACTION:

There is no additional work that can occur under this contract. It is in the City's best interest to approve the change order to reflect the actual quantity of work to be performed. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.

COUNCIL ACTION FORM

**SUBJECT: POWER PLANT FUEL CONVERSION – MECHANICAL INSTALLATION
GENERAL WORK CONTRACT - CONTRACT COMPLETION**

BACKGROUND

In November 2013 the City Council voted to convert the City's Power Plant from coal to natural gas. Implementing this decision requires a significant amount of engineering, installation of equipment, and modification and construction in the Power Plant.

On September 22, 2015, City Council awarded a contract to TEI Construction Services, Inc., Duncan, SC for the Mechanical Installation General Work Contract in the amount of \$1,572,019.

There were eleven change orders to this contract.

Change Order No. 1 for \$8,750 was for TEI to procure Nordstrom valves.

Change Order No. 2 for \$156,131 was for TEI to supply natural gas control and on-off valves.

Change Order No. 3 for \$187,984 was for TEI to provide and modify platforms, stairs, grating, toe plates, railings, etc. on four levels associated with the installation of natural gas burners and igniters on Unit 8 boiler and to provide Unit 7 & 8 Steam turbine front standard installation work including probe removal, worm gear removal, disconnecting linkages, and valve installation.

Change Order No. 4 for \$9,785.37 was for TEI to provide material, equipment, and labor necessary to fabricate and install structural steel angle frames onto the outside of the burner windboxes on three burner levels of Unit 8 boiler to facilitate the mounting of nine burners.

Change Order No. 5 for \$3,032.17 was for TEI to remove & reinstall operating cylinder pump at the direction of the GE representative.

Change Order No. 6 for \$7,725.98 was for TEI to provide the necessary material, equipment, and labor to remove the existing burner support rings and replace them with rings at Elevation 127'-3" on Unit 8 boiler.

Change Order No. 7 for \$3,032.16 was for TEI to provide equipment and labor to remove, inspect, adjust, and reinstall the pilot valve on Unit 8 turbine.

Change Order No. 8 for \$21,673.58 was for TEI to cut the piping and weld flanges in each of the nine (9) natural gas igniter valve assemblies to facilitate the maintenance and removal (if necessary) of the gas control valves, plus install fittings along with shutoff valves to be able to isolate pressure gauges for maintenance and removal without having to shut down the system to perform the work.

Change Order No. 9 for \$175,496.89 was for TEI to supply and install the refractory that is required around the nine new natural gas burners for Unit 8.

Change Order No. 10 for \$48,486.22 was for TEI to: 1) provide and set-up a stud welder for welding refractory horns onto the Unit 8 burner locations; 2) deduct the net price remaining in the base bid that had been allocated for the installation of refractory around the burners of Unit 8 boiler; 3) provide the necessary material, labor, and equipment to supply and weld install twelve new 3" to 2" reducers to accommodate the new 2" valves on the Ignitor Air System; 4) drill holes and align (shim) the linear actuators on the damper tube assemblies as requested by Alstom; 5) provide material, labor, and equipment necessary to modify the structural steel columns supporting the weather shelter (canopy) over the Power Plant's natural gas gate station; 6) provide labor to install additional horns around Unit 8's natural gas burners to securely hold in place the refractory necessary to shape the natural gas flames emanating from each burner; 7) provide material, labor, and equipment necessary to provide and install specialized equipment to support the piping and equipment of the new steam sealing system for Unit 8 turbine-generator; and 8) to be reimbursed for remobilization of labor and rental of equipment due to the delay in the completion of the gas conversion of Unit 8 requiring Unit 7 to stay online, which prevented TEI from being able to transition and work on Unit 7 after completing their work on Unit 8.

Change Order No. 11 for \$12,539.88 was for reimbursing TEI for sales taxes paid on materials they purchased to fulfill their obligations of their contract with the City.

The total contract amount including these eleven change orders is \$2,206,656.25.

The Engineer's estimate of the cost for this phase of the project was \$5,115,000.

The approved FY 2015/16 Capital Improvements Plan includes \$26,000,000 for the Unit 7 and Unit 8 fuel conversion. The complete project budget to date is shown on page 4.

All of the requirements of the contract have been met by TEI Construction Services, Inc., and the Engineer has provided a certificate of completion.

ALTERNATIVES:

- 1) Accept completion of the contract with TEI Construction Services, Inc., Duncan, SC for the Power Plant Fuel Conversion - Mechanical Installation General Work Contract at a total cost of \$2,206,656.25, and authorize final payment to the contractor.
- 2) Delay acceptance of this contract.

MANAGER'S RECOMMENDED ACTION:

The contractor for the Power Plant Fuel Conversion - Mechanical Installation General Work Contract has completed all of the work specified under the contract. The Engineer has issued a certificate of completion on the work, and the City is legally required to make final payment to the contractor.

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

PROJECT BUDGET

The overall project budget and commitments to date are summarized below. To date, the project budget has the following items encumbered:

\$17,475,000	FY 2015/16 CIP amount budgeted for project \$26,000,000 less reduced bonds issuance by \$8,525,000 based on a new project estimate
\$637,011	Unspent Funds from the Power Plant Cooling Tower CIP
\$18,112,011	
	<u>Sargent & Lundy, LLC</u>
\$1,995,000	Encumbered not-to-exceed amount for Engineering Services
\$2,395,000	Engineering Services Contract Change Order No. 1
\$174,000	Engineering Services Contract Change Order No. 2
\$154,000	Engineering Services Contract Change Order No. 3
	<u>GE Power Inc.</u>
\$3,355,300	Contract cost for Natural Gas Conversion Equipment
\$29,869	Equipment Contract Change Order No. 1
(-\$321,600)	Equipment Contract Change Order No. 2
(-\$51,000)	Equipment Contract Change Order No. 3
\$1,620	Equipment Contract Change Order No. 4
\$0	Equipment Contract Change Order No. 5
\$32,679	Equipment Contract Change Order No. 6
\$62,310	Equipment Contract Change Order No. 7
\$121,360	Equipment Contract Change Order No. 8
	<u>Emerson Process Management Power & Water Solutions, Inc.</u>
\$1,595,000	Contract cost for DCS equipment
\$39,377	DCS Contract Change Order No. 1
\$12,611	DCS Contract Change Order No. 2
\$0	DCS Contract Change Order No. 3
	<u>GE Energy Control Solutions, Inc.</u>
\$814,920	Contract cost for TCS equipment Bid 1
\$244,731	TCS Bid 1 Contract Change Order No. 1
\$34,000	TCS Bid 1 Contract Change Order No. 2

\$0	TCS Bid 1 Contract Change Order No. 3
\$16,854	TCS Bid 1 Contract Change Order No. 4
\$41,760	TCS Bid 1 Contract Change Order No. 5

General Electric International, Inc.

\$186,320	Contract Cost for Turbine Steam Seal System - TCS Bid 2
\$24,536	TCS Bid 2 Contract Change Order No. 1
\$150,000	TCS Bid 2 Contract Change Order No. 2
\$0	TCS Bid 2 Contract Change Order No. 3
\$9,208.42	TCS Bid 2 Contract Change Order No. 4

Henkel Construction Co.

\$898,800	Contract cost for Control Room Installation General Work Contract
\$66,782	Control Room Contract Change Order No. 1
\$17,683.54	Control Room Contract Change Order No. 2

TEI Construction Services, Inc.

\$1,572,019	Contract cost for Mechanical Installation General Work Contract
\$8,750	Mechanical Contract Change Order No. 1
\$156,131	Mechanical Contract Change Order No. 2
\$187,984	Mechanical Contract Change Order No. 3
\$9,785.37	Mechanical Contract Change Order No. 4
\$3,032.17	Mechanical Contract Change Order No. 5
\$7,725.98	Mechanical Contract Change Order No. 6
\$3,032.16	Mechanical Contract Change Order No. 7
\$21,673.58	Mechanical Contract Change Order No. 8
\$175,496.89	Mechanical Contract Change Order No. 9
\$48,486.22	Mechanical Contract Change Order No. 10
\$12,539.88	Mechanical Contract Change Order No. 11

FPD Power Development, LLC

\$3,145,149	Contract cost for Electrical Installation General Work Contract
\$12,044.24	Electrical Contract Change Order No. 1
\$41,265.65	Electrical Contract Change Order No. 2
\$123,893.91	Electrical Contract Change Order No. 3
\$64,743.87	Electrical Contract Change Order No. 4

Graybar Electric

\$98,560	Contract cost for UPS System
(-\$1,010)	UPS System Contract Change Order No. 1

	<u>Hertz Equipment Rental Corporation</u>
<u>\$166,835.50</u>	Contract cost for Portable Electric Space Heaters
\$17,959,259.02	Costs committed to date for conversion
\$152,751.98	Remaining Project Balance to cover miscellaneous equipment and modifications to the power plant needed for the fuel conversion

COUNCIL ACTION FORM

SUBJECT: GRANT AVENUE (HYDE AVENUE) PAVEMENT IMPROVEMENTS

BACKGROUND:

Since 2009, the City has been working with developers, land owners, and current residents within the northern growth area for the installation of public infrastructure to serve this area. The northern growth area, generally located north of Bloomington Heights Subdivision to 190th Street between George Washington Carver Avenue and Ada Hayden Heritage Park, has been identified by the Council for residential development. To facilitate this growth, Council directed the installation of water main and sanitary sewer main extensions and the paving of Grant Avenue to serve the area.

The City fronted the costs to design and install each of these improvements. Utility connection districts were established to recover the utility costs as developments are platted and as existing homesteads connect to these mains. The major work items for the water main and sanitary sewer were substantially completed during the fall/winter of 2014.

Street construction costs will be shared and recovered through the special assessment. The annexation agreements previously signed between the City and the three developers (Rose Prairie, Quarry Estates, and Hunziker) confirmed these financing arrangements. **Auxiliary turning lanes adjacent to specific developments are the responsibility of the developer and are not included in assessment project.**

This project also had an alternate bid item for the installation of a new 23 stall parking lot on the northwest corner of Ada Hayden Heritage Park with access from Grant Avenue. These costs were independent of the roadway project and funded through the Park Development Fund designated in the 2014/15 CIP plus savings from completed projects.

The paving project was bid on May 6, 2015 and a report of bids was presented to Council on May 12, 2015. The low bid was over the engineer's estimate and Council delayed award to discuss with the developers their desires to move forward with the project. All developers agreed that delay in award would not guarantee a reduction in cost and elected to move forward with the project. At the May 26, 2015 Council meeting, **Council awarded the contract to Manatts, Inc. of Brooklyn, Iowa in the amount of \$2,867,082.90.**

Change Order No. 1 in the amount of \$46,647.85 for base stabilization and field tile repairs and Change Order No 2, which adjusted the project completion date, were

administratively approved by staff. City Council will need to approve Change Order No. 3, the balancing change order, which is a reduction of \$152,504.40 along with final acceptance of the project.

Construction for the roadway project was completed in the amount of \$2,690,709.35. Engineering, Administration, and Acquisition costs were \$338,340.44, bringing **total roadway assessment costs to \$3,029,049.79.** Additional Engineering costs in the amount of \$65,265.96 were split as indicated below and have been paid back to the City by developers through direct invoicing.

The funding and expenses for the **roadway project** are shown below:

	<u>Funding</u>	<u>Expenses</u>
G.O. Bonds (City's share of roadway)	\$748,888.45	
G.O. Bonds (Abated by Developer assessments)	\$2,507,148.28	
Roadway Construction		\$2,690,709.35
Engineering/Administration/Acquisition		\$ 338,340.44
	\$3,293,811.66	\$3,029,049.79

Development agreements call out **the roadway costs are to be split** as follows:

	Bid	Actual	Difference
Rose Prairie (37%)	\$1,218,710.31	\$ 1,120,748.43	\$(97,961.88)
Hunziker (23%)	\$757,576.68	\$ 696,681.45	\$(60,895.23)
City (23%)	\$757,576.68	\$ 696,681.45	\$(60,895.23)
Quarry Est. (17%)	\$559,947.97	\$ 514,938.46	\$(45,009.51)
	\$3,293,811.64	\$3,029,049.79	\$(264,761.85)

Council also approved the add alternate bid for the construction of a parking lot adjacent to Ada Hayden park on the east side of Grant Avenue. The Ada Hayden parking lot alternate bid was \$87,495. Construction of the parking lot was completed in the amount of \$70,517.00. Engineering and administration were \$2,500 bringing **total costs for the parking lot to \$73,017.**

The funding and expenses **for the parking lot project** are shown below:

	<u>Funding</u>	<u>Expenses</u>
City of Ames Park Development Funds	\$84,000	
Savings from Completed CIP Projects	\$5,955	
Construction		\$70,517
Engineering/Administration		\$2,500
	\$89,955	\$73,517

ALTERNATIVES:

- 1a. Approve Change Order No. 3, the balancing change order, for the Grant Avenue (Hyde Avenue) Paving.
 - b. Accept the Grant Avenue (Hyde Avenue) Paving, including the bid alternate for the parking lot on the west side of Ada Hayden Park, as constructed by Manatt's Inc. of Brooklyn, Iowa, in the amount of \$2,761,226.35.
2. Direct staff to pursue modifications to the project.

MANAGER'S RECOMMENDED ACTION:

Final acceptance of the project is the first step in the special assessment process. The final special assessment process will be initiated at the February 14th Council meeting.

This project was completed in accordance with the approved plans and specifications and created the infrastructure necessary to serve this growth area.

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

COUNCIL ACTION FORM

**SUBJECT: IOWA STATE UNIVERSITY RESEARCH PARK PHASE III –
ROADWAY PAVING**

BACKGROUND:

To facilitate the ISU Research Park Phase III expansion, the City hired Shive-Hattery to design needed utility and roadway improvements. The roadway improvements were primarily funded by a Revitalizing Iowa's Sound Economy (RISE) Grant, as approved by City Council on October 14, 2014. A tax increment financing (TIF) district has been created to finance the local matching funds for the roadway, as well as for all of the utility infrastructure costs.

On May 12, 2015, Council awarded the project to Manatts, Inc. of Brooklyn, Iowa in the amount of \$4,607,745.60. Change Order No. 1 (in the amount of \$6,260.10) was for base stabilization. Change Order No 2. (in the amount of \$10,754.50) was to construct a winter pedestrian/bike detour. Change Order No. 3 adjusted the project complete date and Change Order No. 4 (in the amount of \$32,736.86) was to change the seeding type and specifications to meet current city specifications.

City Council will need to approve Change Order No. 5, the balancing change order, which is a reduction of \$63,582.11 along with final acceptance of the project. **Construction was completed in the amount of \$4,593,914.95** along with engineering, administration and land acquisition of \$689,087.00 brings total roadway costs to \$5,283,001.95.

	Funding	Estimated Expenses
RISE Grant (Roadway)	\$4,010,728	
TIF Abated GO Bonds	\$2,938,990	
Roadway Construction (This Contract)		\$4,593,914.95
Engineering/Administration/Land Acq. (Road)		\$689,087.00
Water Main (Accepted 5-10-16)		\$378,811.28
Sanitary Sewer (Accepted 5-10-16)		\$409,116.19
Electric Reloc. (City of Ames Electric – Reimb.)		\$228,403.60
Engineering/Administration (Utilities)		\$157,500.00
Totals	\$6,949,718	\$6,456,833.02

ALTERNATIVES:

- 1a. Approve Change Order No. 5, the balancing change order, for the University Research Park Phase III – Roadway Paving.
 - b. Accept the University Research Park Phase III – Roadway Paving, as constructed by Manatt's Inc. of Brooklyn, Iowa, in the amount of \$4,593,914.95.
2. Direct staff to pursue modifications to the project.

MANAGER'S RECOMMENDED ACTION:

This project was completed in accordance with the approved plans and specifications and is within the approved budget.

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

COUNCIL ACTION FORM

SUBJECT: CITY HALL ROOF IMPROVEMENTS PROJECT

BACKGROUND:

The City Hall roof was last replaced in 1990 with the repurposing of the Middle School building to municipal government offices. Due to its age, the roof had developed leaks and required continual patching and maintenance. During the development of the FY 2015/16 budget, \$700,000 from the General Fund available balance was directed to replace the roof.

On March 22, 2016, City Council awarded the project to Central States Roofing, of Ames, IA, for \$452,400. Construction was completed in the amount of \$450,703, which included one change order for new roof drain covers and a decrease due to unit prices for repairs not being needed. Engineering and construction inspection was completed by Terracon in the amount of \$31,578, bringing total costs to \$482,281. Since the project was bid, \$161,400 of the original \$700,000 has been redirected to the City Hall Parking Lot project. All other remaining funds will be used for other projects.

A letter from the engineer stating the project is complete is attached.

ALTERNATIVES:

1. Accept the City Hall Roof Improvements Project as completed by Central States Roofing of Ames, IA in the amount of \$450,703.
2. Direct Staff to pursue modifications to the project.

MANAGER'S RECOMMENDED ACTION:

The replacement has eliminated the leaking and removed the maintenance requirements. The new roof will provide a twenty year warranty.

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



January 19, 2017

Re: **City Hall Roof Replacement Project
Project 2016-134
City of Ames, IA
Project Acceptance for Central States Roofing**

City of Ames Fleet Services
Attn: Corey Mellies, PE
Fleet Services Director
2207 Edison Street
Ames, IA 50010

Dear Corey:

The subject project has been completed per the Contract Documents prepared by Terracon. All punch list items have been completed and all close-out and warranty paperwork has been submitted to the City. Terracon recommends the City's acceptance of the project. Attached is the final pay application for the retainage for the contractor. We also recommend payment of this retainage

Sincerely;

Darrell L. Smith, PE, RRC, REWC, BECxP, CxA+BE
Project Engineer
Facilities Services

600 SW Seventh St., Des Moines, Iowa 50309
P [515] 244 3184 F [515] 244 5249 terracon.com

COUNCIL ACTION FORM

SUBJECT: 2016/17 US 69 IMPROVEMENTS PROGRAM (S. DUFF AVENUE SAFETY AND ACCESS PROJECT)

BACKGROUND:

On October 11, 2016, City Council approved plans and specifications for the 2016/17 US 69 Improvements Program (S. Duff Avenue Safety and Access Project) from South 5th Street to the Squaw Creek Bridge. Council also set the letting date for November 16, 2016. On November 22, 2016, City Council accepted the report of bids and delayed the award of the project to allow staff time to work with Walmart and Hunziker to finalize an equal-share funding agreement and a cross-access easement agreement on Walmart's property.

As a reminder, this project involves the installation of raised median between S. 5th Street and the Squaw Creek Bridge, a new traffic signal approximately 1/8th of a mile south of S. 5th Street, and the reconfiguring Walmart's west parking lot area along with their South Duff Avenue frontage to allow for cross access for the east side businesses. It should be noted that this project is anticipated to have the following safety and operational benefits:

Benefit	% Change	Effect	Notes:
Safety B/C	-39%	Reduction	Present value of avoided crashes (Benefit) = \$1,500,493; Project Cost = \$1,150,026 (B/C = 1.30:1)
Travel Time	-24%	Reduction	Average Speed (mph) from 15 MPH to 20 MPH; Likelihood of stopping drops from 29% to 23%
Fuel Economy	22%	Increase	Estimated Average Fuel Consumption from 12.4 mpg to 15.1 mpg

CGA, the City's engineering consultant, with input from the City, Iowa Department of Transportation District 1, Walmart, and other local businesses generated plans and specifications that meet the technical requirements of the respective parties. It is important to note that work on the street right-of-way (US highway 69) is under the jurisdiction of the Iowa DOT, whereas work on Walmart's property will follow City zoning requirements to the maximum extent possible while still achieving the goals of the project.

Staff met with District 1 at the Iowa DOT to discuss phasing and staging options for the project that have the potential to provide cost savings in the future. However, until a contractor has been hired, staff cannot confirm these savings at this time. Therefore, if this project is to move forward, the funding for the full cost of the improvement must be

identified. Public Works has confirmed with the Finance department that the City has the required additional funds coming from G.O. Bond savings in past street projects.

On November 16, 2016, bids for the project were received as follows:

Bidder	Bid Amount
<i>Engineer's Estimate</i>	\$907,263
Con-Struct, Inc.	\$1,150,026

A revised budget summary of the project funding is shown below:

Revenues		Expenses	
U-STEP	\$400,000	Design	\$87,873
TSIP	\$450,000	Construction	\$1,150,026
City of Ames	\$158,467	Contingency (5%)	\$57,501
Walmart	\$158,467	Construction Admin (est.)	\$30,000
Hunziker	\$158,467	Total	\$1,325,400
Total	\$1,325,400		

EQUAL-SHARE FUNDING AGREEMENT:

Staff worked with the City Attorney and representatives from Hunziker and Walmart corporations to draft a funding agreement that reflects the increased cost from the bid received on November 16, 2016. The agreement obligates the City, Hunziker, and Walmart to an equal share of the local match as shown in the table above. Staff can approve up to 20% in change orders before requiring City Council approval, which follows City of Ames purchasing policies. If change orders were to exceed this limit, an addendum to the funding may be needed to cover the additional costs.

CROSS-ACCESS EASEMENT AGREEMENT:

Staff, again working with the City Attorney, has drafted a cross-access easement on Walmart's property that utilizes their parking lot to connect the proposed traffic signal at S. Duff Avenue to the businesses on the East side of S. Duff Avenue, both north and south of the new signal. The easement area connects directly to the cross-access easement that has already been established on U-Haul's property. As a reminder, the cross-access easement on U-Haul's property was secured on August 9, 2016. As part of the contract rezoning, U-Haul is required to construct a driveway within the easement area connecting from Walmart's property, south, to the last property north of Squaw Creek. Standard provisions of the City Code require completion within two years from the date of rezoning contract approval (September 13, 2016). However, U-Haul has submitted a site plan and plans to complete the work in 2017.

ALTERNATIVES:

1. For the 2016/17 US 69 Improvements Program (S. Duff Avenue Safety and Access Project):
 - a. Approve the cost sharing agreement with Hunziker and Walmart for the construction phase.
 - b. Approve the cross-access easement agreement on Walmart's property.
 - c. Award the project to Con-Struct, Inc. of Ames, Iowa, in the amount of \$1,150,026.
2. Reject the bids and direct staff to cancel or make modifications to the project.

CITY MANAGER'S RECOMMENDED ACTION:

This project, in addition to many of the projects identified in the 2040 Long Range Transportation Plan (LRTP), is intended to address the safety and efficiency of traffic along arterials with the highest congestion and crashes as in the case of Lincoln Way (near Downtown) and S. Duff Avenue. The improvement is expected to work together with other projects such as; the S. Grand Avenue Extension, the S. 5th Street Extension, intersection improvements at S. 5th Street & S. Duff, and S. 16th Street & S. Duff Avenue, as well as, Adaptive Signal Control along S. Duff Avenue (LRTP No.66), and Adaptive Signal Control along Lincoln Way (LRTP No.69). By awarding the project, work will proceed as soon as weather permits in Spring 2017. The anticipated completion date will be before October 15, 2017.

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

Note: As of the time of writing this Council Action Form, signed documents had not been received from Walmart. However, their legal counsel indicated that he expected to receive them soon from Walmart administration. He will then forward them on the City as soon as possible. If the documents have not been received at the time City Council convenes on January 24, 2017, the recommended action will be that City Council again table this item to the next meeting, February 14, 2017.



To: Mayor and City Council
From: Brian Phillips, Assistant City Manager
Date: January 24, 2017
Subject: Campus Community Commission Update

At the March 22, 2016, City Council meeting, the City Council received a report regarding the concept of a Campus Community Commission (Attachments 1-5). This report was drafted in response to a joint request from ex-officio City Council Member Sam Schulte and Trevin Ward of the Campustown Action Association (Attachment 5). The report requested Council direction regarding the charge and membership of the Commission, should the City Council be interested in forming it.

During the City Council discussion, deliberation was postponed to provide time for Sam Schulte to discuss the concept with ISU Administration and the incoming Student Government leadership. Minutes from that discussion are attached (Attachment 6). In April, the ISU Student Government Senate approved a resolution in support of the Campus Community Commission, and the Student Government President and Vice President signed a letter of support for it (Attachments 7 and 9). In November, ISU President Steven Leath indicated support for the Commission in a letter, and also expressed his willingness to appoint a senior administrator to represent the university (Attachment 8).

Additionally, during the March 22 City Council discussion, a proposed charge for the Commission was placed around the dais (Attachment 10). This charge was modified by Council Member Betcher. That draft charge is attached to this report. It should be noted that the draft charge contemplates two ISU administration representatives, while President Leath indicated support to appoint one administrator. Should this charge be adopted, the membership of the Commission should be amended accordingly.

As with the previous discussion regarding this topic, the appropriate next steps if the City Council wishes to proceed with a Campus and Community Commission are to 1) give direction regarding the desired charge and membership of this new body, and 2) decide whether the Commission should be created by ordinance or resolution. Once these are decided, direction can be given to the City Attorney to create the appropriate documents establishing the Commission.

It should be emphasized that the March 22, 2016 report indicated to the City Council that the specific topics to be addressed by the Commission would be identified by the City Council. This is to ensure that the work of this Commission is not duplicating that of other existing City Commissions. After the establishment of this Commission, the City Council will need to provide direction regarding the topic areas it wishes to have explored.

Staff Report

CAMPUS AND COMMUNITY COMMISSION

March 22, 2016

BACKGROUND:

On February 23, 2016 the City Council directed staff to work with Sam Schulte, the City Council's ex officio member, to prepare a report that would explain 1) how to create a Campus and Community Commission that he has suggested, and 2) what happened to the 28E Agreement concept that was suggested previously.

STUDENT AFFAIRS COMMISSION:

The City Council created the Student Affairs Commission by ordinance in 2008. (See Attachment I) The mission of this commission is to:

- 1) Provide a public forum to facilitate issues that uniquely affect students;
- 2) Offer an opinion/recommendation regarding issues under consideration by the Council that uniquely affect students; and
- 3) Subject to City Council approval, investigate issues that uniquely affect students which currently are not being considered by the Council.

As created, the commission is to have 15 members comprised as follows:

- City Council Student Government Liaison (1)
- Student Government Representative (1)
- Inter-Residence Hall Association Designee (1)
- Greek Community Student Leader (1)*
- Off-Campus Student Leader (1)*
- International Student Council Designee (1)
- Off-Campus Students (2)*
- Chamber of Commerce/Young Professionals or Jaycees (1)*
- Campustown Business Owner (1)*
- Campustown Rental Property Owner (1)*
- Neighborhood Association Representatives (3)*
- Ames High School Student Council Designee (1)

*Appointed by the Mayor with approval of the City Council

On April 23, 2013, the City Council received a memo from Sawyer Baker, who served as the City Council's Ex Officio member at that time. (See Attachment II) Because the Commission's membership retention was low, membership turnover was high, and a quorum was difficult to achieve, Sawyer made the following recommendations:

- 1) Modifying commission membership by reducing it to 13 members and making it more equally representative of the community and students;
- 2) Allowing those who serve on the Commission because of their position the ability to appoint someone else to represent them if they are not interested in serving;
- 3) Giving more assignments/projects from the Council to the Commission to help maintain interest in their work; and
- 4) Allowing the Commission to meet at various locations throughout the community, and not just in City Hall.

28E AGREEMENT APPROACH:

In the summer of 2014, the Mayor and GSB President, Hillary Kletcher, met to discuss ways to improve the viability of the Student Affairs Commission. They agreed on a concept that would allow for topic-specific task forces to be established on an as needed basis to deal with student related issues.

On September 23, 2014, the City Council reviewed a staff report regarding this new concept and directed staff to develop a 28E Agreement with the ISU Student Government to implement this concept, while still retaining the Student Affairs Commission language in the City Code. In November 2014, the ISU legal staff questioned the ability of the Student Government to enter into a 28E Agreement with the City. Between November 2014 and February 2015 the Student Government worked with their advisors and City staff to create an agreement with the City that shed the components of a 28E Agreement. (See Attachment III)

In March 2015, the City Council's Ex Officio member, Lissa Villa, sent an email to Brian Phillips, who staffs the Student Affairs Commission. Lissa stated, "I am sensing growing preference from the Senate for One Community as opposed to this proposal. Thank you for this information. I will see what I can find out when Spring Break is over and students return to Ames."

In April 2015, Student Government transitioned to new members. Brian met with the incoming Student Government executives and indicated that the next step would be for them to explain to the City Council the direction they are interested in heading.

CAMPUS AND COMMUNITY COMMISSION:

On February 11, 2016, Sam Schulte and Trevin Ward, President of the Campustown Action Association, wrote a memo to the Council suggesting that the Student Affairs Commission be transformed into a new entity to “focus holistically on campus and community issues” to be known as the Campus and Community Commission. (See Attachment IV)

Examples that are cited as possible issues to be considered by this body include overnight parking, security cameras, pedestrian safety, Campustown urban revitalization criteria, and high density development. They suggest that each year the City Council, Student Government, Campustown Action Association, and ISU Administration submit “goals” to this new body for their review.

HOW TO ESTABLISH A CAMPUS AND COMMUNITY COMMISSION:

With the referral to the staff, the City Council inquired how this new body can be established. There are two options to accomplish this task. One is to pass an ordinance on three readings creating this body, as was done with the Student Affairs Commission. The other is to pass a resolution creating this new entity. The latter can be accomplished at a single City Council meeting, as was the case involving the Commission on the Arts and the Public Art Commission. As part of adopting this new entity, a logical additional action would be to approve on three readings an ordinance abolishing the Student Affairs Commission.

POLICY DIRECTION FROM THE CITY COUNCIL:

It is important that the Council consider the following two policy decisions before the City Attorney can prepare the necessary ordinance or resolution:

- What should be the charge of the new commission?
- What is the desired membership of the commission?

Charge:

In reviewing the suggested membership and examples of the projects suggested by Sam and Trevin, it appears that, as proposed, the new body primarily would focus geographically on the Campustown area. If the Council feels that the new body could or should be asked to become involved with issues outside of the Campustown area, a broader charge would be appropriate for the group. This policy decision will impact the membership of the body.

Membership:

Sam and Trevin have suggested a five- to seven-member committee comprised of representatives from the ISU Student Government, Campustown Action Association, ISU Administration, business community, and near-campus neighborhoods.

If the Council prefers a charge to the committee that is broader than Campustown, an alternative membership composition could include two representatives from the Student Government, one representative from the Campustown Action Association, one representative from the Main Street Cultural District, two representatives from the ISU administration, and two representatives from the neighborhood associations. Of course, the City Council might prefer some composition different from the two approaches reflected above.

Regardless of the ultimate charge to the committee or its membership, staff believes it is very important that the issues explored by this group receive the prior approval of the City Council. Since the new body will be a City commission and a City employee will provide staff support to this body, it is essential that the group spend time on projects that are priorities of the City Council. In addition, for some issues there might be another City commission that more appropriately should handle an issue. Therefore, going through the City Council for approval of assignments will assure there will not be confusion as to which commission has jurisdiction over a certain issue. This is the general rule followed for other commissions of the City.

NEXT STEPS:

Should the City Council wish to move ahead to establish a Campus and Community Commission, it is important to first give direction regarding the desired charge and membership of this new body. Secondly, it should be decided if the commission should be established by ordinance or by resolution. Once these decisions are made, the City Attorney can be directed to create the appropriate document that establishes this new body.

DIVISION II CITY CLERK

Sec. 2.26. CITY CLERK, APPOINTMENT, SUPERVISION, COMPENSATION, REMOVAL.

(1) The City Clerk shall be appointed by the City Manager, said appointment to be effective only upon confirmation by resolution of the City Council.

(2) The City Clerk shall maintain City records and perform other duties prescribed for the City Clerk by state or city law and perform such other tasks and duties as are specified from time to time by the City Manager.

(3) The work performance of the City Clerk shall be supervised and evaluated by the City Manager.

(4) The compensation, pay, and employment benefits of the City Clerk shall be determined by the City Manager.

(5) Upon recommendation of the City Manager, the City Clerk shall be subject to removal by the City Council. *[State Law Ref. Iowa Code Sec. 372.13(3)](Ord. No. 3494, Sec. 1, 7-28-98)*

(Ord. No. 2508, Sec. 2, 5-20-75) [State Law Ref. Iowa Code Sec. 372.13(6)]; [State Law Ref. Iowa Code Sec. 64.24]; [State Law Ref. Iowa Code Sec. 400.4]; [State Law Ref. Iowa Code Sec. 372.13(5)]

Sec. 2.27. RESERVED**Sec. 2.28. RESERVED****Sec. 2.29. RESERVED****Sec. 2.30. RESERVED****Sec. 2.31. STUDENT AFFAIRS COMMISSION ESTABLISHED.**

(1) There is established hereby the Student Affairs Commission for the City of Ames, Iowa. That Commission shall consist of sixteen members providing representation as follows, with all terms beginning September 1st of the year of appointment:

- | | |
|---|-------------|
| (1) City Council Student Liaison Member | 1 year term |
| (1) Government of Student Body Representative | 1 year term |
| (1) Inter-Residence Hall Association Designee | 1 year term |
| (1) Greek Community Student Leader | |
| Appointed by the GSB | 1 year term |
| (1) Off-Campus Student Leader | |
| Appointed by the GSB | 1 year term |
| (1) International Student Council Designee | 1 year term |
| (2) Off-Campus Students | |
| Appointed by the GSB | 2 year term |
| (1) Young Professionals Association of | |
| Ames Chamber of Commerce OR Ames Jaycees | 2 year term |
| (1) Campustown Business Owner | 2 year term |
| (1) Rental Property Owner (in Campustown) | 1 year term |

- | | |
|---|-----------------|
| (3) Neighborhood Association Representatives | 2 year term |
| (1) High School Student Council Designee | 1 year term |
| (1) Ex-Officio Representative from ISU's Office
of Student Affairs | Indefinite term |

(Ord. No. 3929,10-23-07)

Sec. 2.32. CHARGE.

(1) The mission of the Student Affairs Commission is to provide a public forum to facilitate issues that primarily or uniquely affect students. It is expected that these interactions will result in improved collaboration between student and community constituencies.

(2) Subject to City Council request, the Student Affairs Commission will be asked to provide an opinion/recommendation regarding issues/policies under consideration by the Council that primarily or uniquely affect students.

From time to time, the Student Affairs Commission might want to provide an opinion/recommendation to the Council regarding a City issue/policy that primarily or uniquely affects students, but that is not under review by the City Council. Prior to investing staff and Student Affairs Commission member time to discuss said issues/policies, the Student Affairs Commission shall first obtain approval from the City Council.

Sec. 2.33. MEMBERSHIP SELECTION.

For all positions other than the City Council Student Liaison member, GSB Representative and Appointees, Inter-Residence Hall Association Designee, International Student Council Designee, and Ames High School Student Council Designee, the Mayor will appoint representatives with the approval of the City Council.

(Ord. No. 3929,10-23-07)

Sec. 2.34 MEETING LOCATION.

Student Affairs Commission meetings will be held in the City Council Chambers at City Hall to facilitate televising this official body for cable television. However, meetings might be held on the ISU campus or other locations to provide more convenient access for special public forums.

Sec. 2.35. MEETING RULES.

The Student Affairs Commission shall adopt such rules of procedure and conduct for its meetings and other activities as it shall, from time to time, deem useful and appropriate, within the limits of the charge stated in Section 2.32.

(Ord. No. 3876, 03-07-06)

memo

To: Mayor and City Council
 From: Sawyer Baker, 2012-2013 Ex-officio City Council Member
 CC: Brian Phillips, Management Analyst
 Alexandria Harvey, 2013-2014 Ex-officio City Council Member
 Hillary Kletscher, Vice President of GSB
 Date: 4/23/2013
 Re: State of the Student Affairs Commission: Report & Recommendations

During the January 19, 2013 goal setting session of the Ames City Council, it was suggested as part of the overarching goal of “Strengthen Our Community” and subsection “Enhance interactions between ISU students and permanent residents” that members of the Student Affairs Commission be asked for recommendations to revamp the commission. This topic became relevant as retention is low, turnover is high, and quorum is difficult to achieve on a commission comprised of changing student leaders and default members based off a current position they may hold. It is my strongest recommendation that the Student Affairs Commission continue as it serves great importance to the city and students alike; however, I would also recommend the following changes, or variation of. The subsequent sections are intended to be used to generate dialogue and report on discussions of reform already had by the Student Affairs Commission (SAC) on March 12, 2013.

Membership

Currently, as per ordinance, the SAC has 16 members (1 ex-officio/non-voting, 15 toward quorum):

(1)	City Council Student Liaison Member	1 year term
(1)	Government of Student Body President	1 year term
(1)	Inter-Residence Hall Association President	1 year term
(1)	Greek Community Student Leader	1 year term
(1)	Off-Campus Student Leader	1 year term
(1)	International Student Council President	1 year term
(2)	Off-Campus Students	2 year term

memo

(1)	Young Professionals Association of Ames Chamber of Commerce OR Ames Jaycees	2 year term
(1)	Campustown Business Owner	2 year term
(1)	Rental Property Owner (in Campustown)	1 year term
(3)	Neighborhood Association Representative	2 year term
(1)	High School Student Body President	1 year term
(1)	Ex-Officio Representative from ISU's Office of Student Affairs	Indefinite term

It was noted that this commission is rather large compared to other city boards and commissions. However, due to the nature of the SAC, it does need to have a diverse representation of all invested parties. I proposed the following composition as a starting point for discussion:

13 members total (2 of which are non-voting, 11 toward quorum)

(1)	City Council Student Liaison Member	1 year term
(1)	<i>Government of Student Body President (non-voting)</i>	1 year term
(1)	<i>Inter-Residence Hall Association President</i>	1 year term
(1)	Greek Community Student Leader	1 year term
(1)	Off-Campus Student Leader	1 year term
(1)	<i>International Student Council President</i>	1 year term
(1)	Young Professionals Association of Ames Chamber of Commerce OR Ames Jaycees	2 year term
(1)	Campustown Business Owner	2 year term
(1)	Rental Property Owner (in Campustown)	1 year term
(2)	Neighborhood Association Representative	2 year term
(1)	<i>High School Student Body President</i>	1 year term
(1)	Ex-Officio Representative from ISU's Office of Student Affairs (non-voting)	Indefinite term

Italicized: Default office or member acting on behalf of respective group as appointed by that office.

The rationale behind this composition includes the following:

- There would be a balance of (5) ISU students, (5) Ames Community Members, (1) Ames High School student, and (2) non-voting members-one of which was already non-voting and the other of which (GSB President) already appoints the chair of the commission and therefore would representing the same organization in their capacities.
- The italicized portion would make quorum easier to achieve as an officer serving by default through a position he or she holds would be able to

memo

- make the conscience decision of whether or not to personally serve on the commission or appoint someone on his or her behalf.
- It is noted that other members of the community can be brought in for guidance if circumstances warrant input not currently on the commission.

Membership Appointment

It is essential that appointments are made for vacancies on this commission in a timely fashion, but when dealing with the calendar year vs. school year appointments, it is not as efficient as would be desired. It would be the responsibility to the Government of the Student Body (customarily the Vice President) to appoint student members who are not “default” members. While this may continue, a more proactive approach needs to be taken to have positions filled quickly after a term completion. By extension, the Mayor would still appoint non-default community members as customary.

Moreover, it should be noted that there should be a formal mechanism in place for commission members who are regularly absent and how to proceed. With no formal action steps in place, seats remain “filled” but are “absent” at the same time. *Please see attached SAC Minutes from March 12, 2013 for a more detailed explanation*

General Comments from Outgoing Chair

Because I had the opportunity to sit on the SAC as a member prior to my term serving as Chair, I have had over 2 years of experience on this commission. The issues outlined in this memo are not unique to this past year and have occurred prior. Previously, the SAC would meet at a set time monthly, but quorum was difficult to achieve. Therefore, polling the entire membership for a common meeting time was used. While this was initially beneficial, quorum again became hard to establish. I send along no recommendation on which to proceed with.

Additionally, after reflection and discussion with SAC members, the very nature of the SAC may need to be reformed. Members feel like a “part” of an organization when meaningful discussions and tasks are completed. The establishing ordinance of the SAC states:

“Subject to City Council request, the Student Affairs Commission will be asked to provide an opinion/recommendation regarding issues/policies

memo

under consideration by the Council that primarily or uniquely affect students. From time to time, the Student Affairs Commission might want to provide an opinion/recommendation to the Council regarding a City issue/policy that primarily or uniquely affects students, but that is not under review by the City Council. Prior to investing staff and Student Affairs Commission member time to discuss said issues/policies, the Student Affairs Commission shall first obtain approval from the City Council (Section 2.32)."

While it seems that the SAC in the past has generated projects based on brainstorming and issues members see as important for students and community members alike, giving the SAC more specific tasks as well as allowance for generation of other projects may prove beneficial. This will have to be a fine balance. However, I was pleased to see direct goals/tasks given by the City Council to the SAC during the goal setting session. Additionally, ideas generated during the yearly joint meeting of the Government of the Student body and the City Council will provide starting points for more projects. These would be in addition to the standing projects the SAC takes part in.

Standing projects of the SAC normally include:

- Campustown Safety Walk
- Review and providing guidance to City Council on Fall Grant Applications

Meeting location was also discussed at the SAC. It was suggested that the SAC could have more joint meetings with other community and student organizations and/or have the location rotate from on-campus to city hall. While there was no noticeable consensus on this topic, it is worth noting.

Finally, it was my goal to provide a formal recommendation from the SAC to the City Council on revamping the SAC following the discussions of the March 12, 2013 meeting; however, quorum was not achieved. Therefore, in going forward, I would establish a strong base membership in order to achieve quorum to make formal changes, or have the City Council and City Manager's office look into the issue and make necessary changes as deemed fit. Again, the suggestions outlined in this memo are only part of a greater variety of alternatives. I wish the Student Affairs Commission great success in the future and would be willing to provide more information and insight if requested.

A G R E E M E N T

ESTABLISHING JOINT TASK FORCES TO INVESTIGATE STUDENT AND COMMUNITY ISSUES

This Agreement is made by and between the City of Ames, Iowa (a municipal corporation organized and existing pursuant to the laws of the state of Iowa, hereinafter referred to as "City"), and the Iowa State University Government of the Student Body (a student organization representing the students of Iowa State University, hereinafter referred to as "GSB").

I. PURPOSE

WHEREAS, from time to time, issues arise in City policy and the community environment that primarily and uniquely affect the student population of Iowa State University; and

WHEREAS, student-related issues may arise from time to time that likewise affect Ames residents and others beyond the student community; and

WHEREAS, the parties recognize that when such issues or policies arise, for the benefit of the community as a whole, an open dialogue should occur between students and residents, and advice from such dialogues should be presented to elected community and student officials;

IT IS, THEREFORE, the purpose of this Agreement to establish procedures for the creation of task forces sponsored by the City and the GSB to address issues and policies of mutual interest.

II. NO ENTITY CREATED

No separate legal entity is established by this Agreement.

III. ADMINISTRATION

1. The Mayor of Ames or the GSB President can request that both parties meet to discuss any issue of mutual interest and determine whether a task force should be created. If a task force is determined to be in the interests of both parties, the Mayor and the GSB President shall identify the charge of that task force, as well as the key policy questions to be investigated.

2. Task forces shall be comprised of representatives from the student population appointed by the GSB President and members of the Ames community appointed by the Mayor. Task force membership shall be as large as necessary to address that task force's charge. Each task force shall be chaired by a member selected by mutual

agreement of the GSB President and the Mayor. The *ex officio* City Council Student Liaison shall assist in coordinating the work of the task forces and shall report the progress of the task forces to both the City Council and to the ~~Government of the Student Body~~ GSB. A member of City staff shall be assigned to each task force by the City Manager to provide advice and to ensure that task force activities comply with the terms of this Agreement.

3. Each task force may adopt such rules of procedure and conduct for its meetings and other activities as it shall deem useful and appropriate, within the limits of this Agreement and its charge. Task force meetings shall be open to the public and shall conform to the requirements of Chapter 21 of the Code of Iowa (Iowa Open Meetings Law). Meetings of each task force shall typically be held on the Iowa State University campus or at City Hall, but meetings may be held in alternative locations to provide more convenient access for special public forums.

4. Upon completion of its charge, each task force shall submit copies of its final report to the Ames City Council and the Government of the Student Body Senate. The Ames City Council and/or the GSB Senate may act on the final report through their powers according to law. If further investigation is desired by both the City Council and the GSB Senate, the task force shall reconvene and shall submit an addendum to the report. If no further questions remain, the task force shall dissolve.

5. By mutual agreement of the Mayor and GSB President, a task force may be dissolved prior to completing its charge, or its charge may be modified, or its membership may be increased, reduced, or otherwise modified.

IV. DURATION OF THE AGREEMENT

This Agreement shall be effective for a term of one year from its effective date. It is the intent of the parties to determine, prior to termination of this Agreement, whether the duration of this Agreement should be extended.

V. TERMINATION

This Agreement may be terminated at any time and for any reason by either party upon ~~written notice~~ ^(s) to the other. Upon termination, any task forces created under this Agreement shall dissolve and each shall convey to the GSB Senate and the City Council any task force materials created as of the date of dissolution.

VI. EFFECTIVE DATE

This Agreement shall be effective upon the date both signatures have been affixed to this document.

IN WITNESS WHEREOF, the parties have caused this agreement to be executed as of the dates set forth below.

CITY OF AMES, IOWA

**IOWA STATE UNIVERSITY
GOVERNMENT OF THE STUDENT BODY**

By _____
Ann H. Campbell, Mayor

By _____
Hillary Kletscher, President

Attest _____
City Clerk

Attest _____
Office Manager

Date _____

Date _____

February 11, 2016

Dear Mayor Campbell and City Council,

Recently, a number of issues pertaining to students and the larger Ames community have come up for discussion. These include:

1. Overnight parking
2. Security cameras
3. Pedestrian safety
4. Campustown urban revitalization criteria
5. High density development

We, the Iowa State University Student Government (ISU SG) and Campustown Action Association (CAA), believe City Council would benefit from a broad, unified voice on these issues.

The dormant Student Affairs Commission (SAC) was conceived to provide perspectives on issues pertaining to students. We propose reconfiguring this commission to focus holistically on campus and community issues. This commission, to be known as the Campus and Community Board (CCB), will create relationships and a foundation ready to tackle challenges and opportunities we have yet to discover.

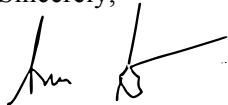
Recent discussions about overnight parking in Campustown highlight the need for the CCB. Though ISU SG and CAA met to discuss potential solutions to overnight weekend parking, progress was slow. We came to the table with very different opinions, and our means of communicating with City Council via separate letters was ineffective. The CCB would have facilitated quicker and more efficient discussion, and City Council would have received much clearer direction.

The difficulty of filling SAC positions has often been cited as a primary reason to leave this commission inactive, so we suggest that the CCB be comprised of fewer representatives from broader constituencies, perhaps 5 to 7 members rather than 15. This would include one or two representatives from ISU SG, CAA, ISU, members of the business community, and residents of near-campus neighborhoods. We offer to enthusiastically help in recruiting representatives to fill these positions. We know that many in the community care about these issues, and we have developed and maintained relationships with them. Further, since another shortcoming of the SAC seems to have been the lack of issues requiring attention at each meeting, we ask that City Council, ISU SG, and CAA submit goals to the CCB yearly to ensure an active and engaged commission.

In the past two years, intergovernmental discussions have focused on a 28E agreement between the City of Ames and ISU SG, which would permit the Mayor and ISU SG President to establish task forces. We believe that the CCB will be able to more rapidly and continuously offer feedback as needed. We envision that the CCB could initiate task forces if necessary, but that this should be reserved for issues of considerable magnitude or that will take time to address properly.

With the increase in ISU student enrollment and the dynamism this brings, we believe the time to jumpstart the CCB is now. We urge City Council to reconfigure the SAC to establish the new Campus and Community Board in order to nimbly navigate issues germane to the ISU campus and Ames community.

Sincerely,



Sam Schulte
Ex-Officio, Ames City Council



Trevin Ward
President, CAA Board of Directors

March 22, 2016 City Council Minutes

CAMPUS AND COMMUNITY COMMISSION: Assistant City Manager Brian Phillips presented a staff report on the possible creation of a Campus and Community Commission. Mr. Phillips recalled that the City Council had directed staff to work with ex officio Member Schulte to prepare a report that would explain how to create a Campus and Community Commission and as to what had happened to the 28E Agreement concept that had been previously suggested. The history of the Student Affairs Commission, which had been created by Ordinance in 2008, was summarized by Mr. Phillips. A former ex officio Member Sawyer Baker had recommended to the City Council changes to the Student Affairs Commission in 2013 because its member retention was low, membership turnover was high, and a quorum was difficult to achieve. In addition, on September 23, 2014, the Council reviewed a staff report regarding a 28E Agreement approach. In March 2015, the City Council's ex officio Member Lissandra Villa, in a memo to Brian Phillips advised that she was sensing a preference from the Senate for One Community as opposed to the 28E proposal. In April 2015, Student Government transitioned to new members, and its executives indicated that the next step would be for them to explain to the City Council the direction that they were interested in heading. On February 11, 2016, current ex officio Member Sam Schulte and Trevin Ward, President of the Campustown Action Association, requested that the Student Affairs Commission be transformed into a new entity to focus holistically on Campus and community issues to be known as the Campus and Community Commission.

Mayor Campbell stated her preference that the concept go to the Government of the Student Body and University Administration for review before being discussed by the City Council. She noted that the City Council had not had an opportunity to review the proposed Charge of the Campus and Community Commission, as it had just been distributed at this meeting.

Discussion ensued on the proposal that had been put around the dais. Council Member Betcher noted that two items (3 and 4) under the Mission of the proposed Commission indicated that City Council approval would be needed.

Mayor Campbell again suggested that the proposal not be acted on tonight since this was the first time that the Council had seen it. She again stated that she would like it to be discussed with University Administration and the Government of Student Body before it comes back to the City Council.

Council Member Gartin said he found it strange that the University has not been approached about this. Mayor Campbell noted that there will be changes to University Administration. Also, at this time of year, the Government of the Student Body will have membership changes. Mr. Schulte said that he had requested to stay on the Government of the Student Body next year, so there will be some continuity. Council Member Betcher noted that ultimately, University Administration will have to approve of the Commission.

Moved by Gartin, seconded by Betcher, to postpone this item for further deliberation of the proposal in order to allow Sam Schulte to have time to discuss this with ISU Administration and the new Student Government leadership.

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

IOWA STATE UNIVERSITY
STUDENT GOVERNMENT

1580D Memorial Union
Ames, IA 50011
(515) 294-1585
www.stugov.iastate.edu

SENATE OF THE STUDENT GOVERNMENT

SENATE MEETING APRIL 20, 2016

SENATE RESOLUTION 2016-1-022 SR

TITLE: Supporting the Campus and Community Commission

WHEREAS: The Student Affairs Commission (SAC) was a City of Ames Commission created in 2008 to provide a public forum for issues pertinent to ISU students and the surrounding Ames community, and

WHEREAS: The SAC has been inactive for approximately three years, and

WHEREAS: Student Government values collaboration with the City and University on issues that concern all three entities, and

WHEREAS: The Campus and Community Commission (CCC) will provide a nimble means to discuss and provide insight into issues identified by the City Council, be it therefore

RESOLVED: That the Student Government Senate and its constituents support implementing the CCC, and be it further

RESOLVED: That Student Government looks forward to appointing two representatives to the CCC, and be it further

RESOLVED: That a copy of this Resolution be promptly sent to City of Ames City Clerk Diane Voss (dvoss@city.ames.ia.us) and City of Ames Assistant City Manager Brian Phillips (bphillips@city.ames.ia.us).

April 20, 2016

KERSCH, J.

VALENTINO, S.

Schulte, S.

Cody West 04/22/2016
Attest—Chair of the Senate/Date

24.0.0
Vote Count

Danielle Nygard 04/23/16
Speaker of the Senate/Date

PASSED
Result



Office of the President
1750 Beardshear Hall
Ames, Iowa 50011-2035
515-294-2042

November 14, 2016

Cole Staudt
President
Student Government
Iowa State University

Dear Cole:

Iowa State University welcomes the opportunity to participate in the Campus and Community Commission. Once it is established by the Ames City Council, I intend to appoint a senior level administrator to represent the university. We look forward to working with you and your team, as well as with the City of Ames, to make our campus and our community as welcoming as possible for our students. Please continue to keep me informed regarding the progress of this initiative.

Sincerely,

A handwritten signature in black ink that reads "Steven Leath". The signature is written in a cursive style with a large, sweeping initial "S".

Steven Leath
President

IOWA STATE UNIVERSITY

STUDENT GOVERNMENT

Office of the President

1580D Memorial Union
Ames, IA 50011
(515) 294-9660
cmstaudt@iastate.edu
www.stugov.iastate.edu


April 14, 2016

Dear Honorable Mayor and City Council,

As the new Student Government (SG) President and Vice President, we recently met with Ex-Officio representative Sam Schulte regarding the Campus and Community Commission. Upon discussing the mission and composition of the Commission with Sam, we are happy to give our full support for creating this new Commission. We will gladly appoint two SG representatives to the Commission and are excited to build on the strong relationship between the City of Ames and Iowa State University!

We look forward to working with you over the course of this year, and we would be glad to answer any questions you have.

Sincerely,



Cole Staudt, SG President



Cody West, SG Vice President

CAMPUS AND COMMUNITY COMMISSION

CAMPUS AND COMMUNITY COMMISSION CHARGE

The mission of this Commission is to:

- 1) Provide a public forum to facilitate discussion of issues of common interest to the City of Ames, Iowa State University, and Iowa State University Student Government;
- 2) Offer an opinion/recommendation to the Council regarding issues brought forward to the Commission by the Council that are of common interest to the City of Ames, Iowa State University, and Iowa State University Student Government;
- 3) Subject to City Council approval, investigate issues of common interest to the City of Ames, Iowa State University, and Iowa State University Student Government which are brought forward to the Commission and currently not being considered by the Council; and
- 4) Subject to City Council approval, appoint and take input from appointed task forces on issues of common interest to the City of Ames, Iowa State University, and Iowa State University Student Government that are not being dealt with by City staff or another City Commission.
 - a.) Task forces shall be comprised of representatives from the Ames and Iowa State University communities appointed by the Campus and Community Commission. Task force membership shall be as large as necessary to address the task force's charge. Each task force shall be chaired by a member selected by the Campus and Community Commission. A member of City staff shall be assigned to each task force by the City Manager to provide advice and to ensure that task force activities comply with the charge given by the Commission and with Chapter 21 of the Code of Iowa (Iowa Open Meetings Law).
 - b.) Each task force may adopt such rules of procedure and conduct for its meetings and other activities as it shall deem useful and appropriate, within the limits of the charge from the Commission. Task force meetings shall be open to the public and shall conform to the requirements of Chapter 21 of the Code of Iowa (Iowa Open Meetings Law). Meetings of each task force shall typically be held at City Hall or on the Iowa State University campus, but meetings may be held in alternate locations to provide more convenient access for special public forums.

- c.) Upon completion of its charge, each task force shall submit copies of its final report to the Campus and Community Commission. The Commission will present the report results to Council and gain Council approval if further action is necessary. If either Council or the Commission decides that no further action is required, the task force shall dissolve.

As created, the commission is to have 8 voting members comprised as follows:

- Business Community Representative (1)*
- Neighborhood Association Representative (1)*
- City-at-Large Representative (1)*
- Iowa State University Administration Appointees (2)
- Campustown Action Association Appointee (1)
- Student Government Appointees (2) (if the City Council Student Liaison is not one of these appointees, s/he may serve as a non-voting ninth member of the Commission, *ex officio*)

*Appointed by the Mayor with approval of the City Council

COUNCIL ACTION FORM

SUBJECT: ADOPTION OF REVISED CITY COUNCIL GOALS FOR 2017

BACKGROUND:

Each year, the City Council meets in a special session to review its goals. The City Council met on January 14, 2017, to review the previously adopted goals and discuss the priorities for the City as envisioned by the City Council. The goals adopted by the City Council are used to guide City staff's efforts in serving the public and identify unique activities that will be undertaken by the staff to assist the City Council in developing policy.

City Council goals consist of (1) Goals, which are broad, overarching themes that describe the City Council's efforts, (2) Objectives, which are a subset of activities that, combined together, accomplish each goal, and (3) Tasks, which outline the specific steps that must be accomplished, who will accomplish them, and when the task will be completed.

The time frame to complete the activities outlined in the goals remains December 31, 2017. The detailed listing of goals, objectives, tasks, and status updates is attached to this Council Action Form. The goals are as follows:

- Strengthen Downtown and Campustown
- Promote Economic Development
- Expand Sustainability Efforts
- Address Housing Needs
- Promote a Sense of One Community
- Strengthen Human Services
- Encourage Healthy Lifestyles

ALTERNATIVES:

1. Adopt the attached revised City Council Goals, Objectives, and Tasks, to be completed by December 31, 2017.
2. Direct staff to modify the proposed City Council Goals, Objectives, and Tasks.
3. Do not adopt the proposed City Council Goals, Objectives, and Tasks.

MANAGER'S RECOMMENDED ACTION:

Adopting the City Council goals is an important step in developing the vision for the Ames community in the coming year. These goals help Council in developing policy and guide City staff in making decisions when working with our residents on a day-to-day basis. The City Council has developed its goals through thoughtful discussion and City staff is prepared to assist in accomplishing the identified objectives.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby adopting the attached City Council Goals, Objectives, and Tasks, to be completed by December 31, 2017.

**CITY COUNCIL
GOALS, OBJECTIVES, AND TASKS**

Approved on April 26, 2016
Revised January 14, 2017
To Be Accomplished by December 31, 2017

STRENGTHEN DOWNTOWN & CAMPUSTOWN

- **Develop a sub-area plan, including public and private uses, for the area from Duff to Grand and Lincoln Way to Sixth Street (e.g., commercial [retail, entertainment, and offices], parking, housing, public spaces).**

Task 1 – Hire a consultant to assist the planning staff in completing the sub-area plan.

- **Plan for public parking and public gathering space for the Welch/Chamberlain/Hayward interior space in Campustown.**

Task 1 – Hold a workshop in spring 2017 with property owners, Student Government, CAA, ISU, and other stakeholders to share intentions for projects that could affect this space.

- **Re-examine the parking regulations and fees in the Campustown business district and surrounding neighborhoods.**

Task 1 – Staff will provide an analysis of parking rates and utilization in the Intermodal Facility and in metered parking areas in the Campustown business district.

Status: The new Public Works Management Analyst will work with ISU parking system officials to complete the analysis by June 2017.

Task 2 – Hold a workshop to review neighborhood parking study, the Campustown parking rate study, and Police enforcement statistics in summer 2017.

- **Evaluate safety for pedestrians crossing Lincoln Way between Campustown and the ISU campus**

Task 1 – Authorize a consulting study with ISU to analyze the current situation and propose appropriate improvements to increase the safety for pedestrians from University Boulevard to Sheldon Ave. along Lincoln Way.

Status: On March 22, 2016 the City Council authorized the payment of one half the cost of a \$100,887 consulting study regarding pedestrian safety along the

corridor. The data collection portion of the study has been completed and presented to a staff steering committee. The next step is for the consultant to identify types of approaches to improve safety. This information will be presented to the Council in the May 2017.

PROMOTE ECONOMIC DEVELOPMENT

- Complete the extension of water and sewer utility lines along Lincoln Way to 590th Street.

Task 1 – Complete master plan for the East Industrial Area and proposed zoning for Phase I.

Status: The master plan will not be initiated until the design of the utility extensions is complete.

- Analyze current planning and building code approval processes to help decision making be more predictable, more strategic, and more timely.

Task 1 – Review with City staff the various planning and building code approval processes in workshops during the coming months.

Status: On November 22, 2016 the City Council directed not to begin this review until May 2017 which is, hopefully, after the AEDC completes a survey regarding our building/zoning codes and enforcement processes to determine what elements, including interpretation, might be impediments to improving the housing stock in Ames.

EXPAND SUSTAINABILITY EFFORTS

- Implement the community solar project.

Task 1 – Identify a site, hire a consultant, send out an RFP for construction, and enter into an agreement with a developer

The staff is now interviewing consulting firms to assist with the development of a RFP by May 2017. It is hoped that by August 2017 a private sector developer for the solar project will be selected. Ideally, the solar project will be in place by the end of 2017, if all goes smoothly.

- Define the City's role (e.g., codes, incentives) in re-purposing existing buildings.

Task 1 – Provide a staff report to the City Council outlining Main Street Iowa's techniques that could enhance the possibility of re-purposing designated properties.

Task 2 – Conduct a workshop to discuss the array of incentives that could be used to re-purpose buildings or to promote downtown revitalization.

- Continue to participate in Squaw Creek Watershed Management Authority activities.

Task 1 – The Mayor and City Manager will continue to participate and send periodic updates to the City Council.

- Educate the public regarding materials that should be diverted from the waste stream (e.g., glass, food waste, medical waste).

Task 1 – Staff will provide an update to the City Council regarding the efforts already underway to educate the public about the importance of diverting certain types of waste and the overall value of the Resource Recovery System.

- Receive SolSmart Designation

Task 1 – Submit the application by February 2017.

ADDRESS HOUSING NEEDS

- Redevelop the Old Middle School and 6th Street (if possible) sites for affordable housing.

Task 1 – Develop a RFP for the redevelopment project to be reviewed by the City Council on February 28, 2017.

- Review background information regarding affordable housing needs in Ames

Task 1 – The Planning staff will provide a housing background report to the City Council in May 2017. This information will help the City Council decide if there is a preference to target specific types of affordable housing with City programs or policies.

Status: The City Council has prioritized this report for the spring of 2017.

PROMOTE A SENSE OF ONE COMMUNITY

- Consider the recommendation from the Iowa State University Student Government and Campustown Action Association to transition from the Student Affairs Commission to a new Campus and Community Commission

Task 1 – Review the proposal from the Ex-officio member of the Council and the CAA President.

Status: On March 22, 2016, the City Council received a staff report highlighting 1) the previous suggestion to transition the Student Affairs Commission into a joint task force model to address issues of mutual interest, as well as a proposal for 2) a new Campus and Community Commission proposal.

The Ex-officio member consulted with the new leadership of the ISU Student Government and ISU Administrators to determine their level of support for this new commission. A letter was received by the ISU Administration expressing support for the new commission concept. This issue will be brought back to the Council at the January 24, 2017 meeting.

STRENGTHEN HUMAN SERVICES

- Adopt an outcomes measurement system to assist in determining the City's funding allocations to human service agencies.

Task 1 – The City Council will provide direction as to whether it is interested in requiring the use of the United Way's outcomes measurement system, including incorporating outcomes reporting requirements into ASSET contracts and whether the Council is interested in sharing costs with United Way.

Task 2 – Invite City ASSET volunteers to the summer meeting where the City Council discusses ASSET priorities for the next year.

ENCOURAGE HEALTHY LIFESTYLES

- Explore partnering with Mary Greeley Medical Center, Iowa State University, Ames Community School District, and Heartland Senior Center to create an intergenerational Healthy Life Center Complex.

Task 1 – Complete the following steps: 1) Site identification, 2) Complete the feasibility study, and 3) Finalize cost-sharing arrangements.

- Adopt a Complete Streets Program

Task 1 – Review Healthiest Ames consulting report to see if any or all of it can be used.

Staff Report

FREESTANDING SOLAR PANELS IN INDUSTRIAL ZONES

January 24, 2017

BACKGROUND:

The City of Ames adopted regulations for the installation of solar energy systems in 2009. The regulations differentiate between attached solar energy systems and freestanding solar energy systems. There is also differentiation based on the zoning districts in which they were intended to be located—residential vs. non-residential. All solar energy systems are considered accessory uses to a principal structure on the lot, whether a residential, commercial or industrial use.

The 2009 regulations initially limited freestanding solar energy systems to four feet if located in the front yard or six feet if located in the side or rear yard. In November, 2015, amendments were adopted to allow freestanding systems to be 20 feet in height if placed over a parking lot. This limit would allow for the parking lot to have a clearance of between 8 and 15 feet (generally a minimum height for vehicular clearance) and allow solar energy system on top of that. The height of a solar energy system is measured to the top or the “peak” of the panel, not the middle of an angled panel installation.

A request for an amendment to the zoning ordinance was made by Scott Renaud, PE, of FOX Engineering on behalf of Iowa State Ready-Mix (ISRM) at 1109 E. Lincoln Way. The ready-mix plant is located within the General Industrial zoning district. Staff approved a rooftop solar array for their office building and but had to deny a freestanding system because it exceeded the height limit. The panels proposed by ISRM would rise approximately 15.5 feet above ground to the top of the installation. The ISRM proposal includes solar panels that total 260 sq. ft. in area (20' x 13') for each freestanding system.

Specifically, Mr. Renaud would like to see an increase in the maximum height of freestanding solar panels (Section 29.1309 (3)(c)) if located within an industrial area. He also is asking for an increase in the allowable footprint of the solar area, currently limited by ordinance (Section 29.1309 (3)(d)(ii)) to not exceed the square footage of the principal buildings in non-residential zones. This latter request does not impact the Iowa State Ready-Mix case but may impact future installations if there was a very high electric user with a small building footprint.

A recent preliminary assessment of the City's solar regulations, done as part of the SolSmart application, indicates the City's installation standards overall fall within the norm for solar energy system installations. However, the ground mount height limit of six feet is lower than typical.

STAFF COMMENTS:

The regulations as adopted in 2009 were based on design criteria that would minimize their visual impact. The installation was to be “harmonious with the character of the adjacent area where located.” And while the installation standards for attached solar panels made a greater distinction between those in residential zoning districts and those in non-residential zoning districts, regulations for freestanding systems made only a marginal distinction. Regardless of zoning district or neighborhood character, all were limited in height to four feet and six feet. The distinction was made in the footprint of the system—residential systems were limited to one-tenth the footprint of the principal building while non-residential systems were limited to the footprint of the principal building.

It should be noted that CyRide recently installed solar panels similar in type and height to what Iowa State Ready-Mix is seeking. Since University property is not subject to City zoning and the panels are interconnected with the University’s energy plant, planning staff was not aware that they were installed.

Option 1:

Encouraging ground mount system rather than roof mounted systems would require a text amendment to increase the allowed height. **Staff believes allowing for 20 feet regardless of installing it over parking or as freestanding system in industrial districts would be adequate to meet installation requirements.** If the City Council believes there should be a greater allowance for the height and/or square footage of freestanding solar panels in industrial zoning districts, it can allow the applicant to complete and submit an application for a text amendment. Staff would review an applicant’s request and complete an analysis of options as part of the public hearing review process with Planning and Zoning Commission and City Council.

A minor text change to adjust the height limit to 20 feet in industrial zoning districts would not require prioritization and could be accomplished as part of regular workload over the next couple of months. Prioritization is necessary if Council is interested in a more comprehensive review of requirements or comparative research.

Option 2:

If the City Council believes that the existing regulations are adequate for the community, no action is necessary to allow the applicant to initiate a text amendment.

REQUEST TO AMEND THE NEIGHBORHOOD COMMERCIAL PARKING REQUIREMENTS

January 6, 2017

BACKGROUND:

The City Council received a request on December 20th for Council to consider initiating a Zoning Text Amendment that makes changes to the parking requirements in the NC (Neighborhood Commercial) zoning district (Attachment 1). The property owner seeks relief from off-street parking requirements as they apply to uses within the Neighborhood Commercial district for a project they would like to re-use of the Dobby Mill, at 4625 Reliable Street. **The property owner is interested in the City Council amending the Zoning Ordinance in manner that does not require on-site parking for commercial uses in the Neighborhood Commercial Zoning District.**

The property owners' desired reuse of the property with a small café and gallery triggers the need to construct approximately 20 parking spaces on the site to comply with zoning standards for parking. Future interests to host events would require additional parking. The site includes the old grain elevator and a former warehouse space with open undeveloped area on the east side of the site. A 20 space parking lot would take up approximately 20% of the open space on the site. Although parking could be constructed in part of their open space, the owners would prefer to not use part of the open space for parking and to plan for an outdoor use in the future.

The Neighborhood Commercial District is a unique zoning district that is defined as intended for small commercial areas in or near residential neighborhoods. Although the purpose of the district encourages small-scale retail and service use developments, most of the sites in the City are existing transitional or remnant commercial sites that did not fit the other zoning districts when the City adopted its current standards in 2000. There are seven areas across the City that are zoned NC at this time, including:

- Reliable Street
- 24th Street at Grand
- Hazel and Lincoln Way
- S 16th Street and Creekside Drive
- North of Sixth Street
- Sixth Street and Grand
- West Street

PROPOSED AMENDMENTS:

The letter from the property owners expresses an interest of utilizing existing street parking rather than constructing additional on-site parking. The City does not recognize on-street parking as meeting on-site parking requirements, with the exception of Somerset. Staff has identified three options for Council to consider in response to the request to initiate a text amendment.

OPTIONS:

Option 1. No referral for a text amendment

Reuse of the building would require construction of approximately 20 parking spaces before the new café and gallery could open. Required parking can be provided on site within the existing open area with approval of a variance to allow for parking between the building and the street (North Dakota Avenue to the east). Although a variance for the location of parking would likely be approved by the Zoning Board of Adjustment, a variance to provide no parking would be more challenging to approve when evaluated against the required variance findings.

Although sufficient parking can be provided on site meet the City's requirements, the property owner has stated their desire to maintain green space and feels it would add unnecessary pavement when on-street parking has historically been used to serve the site.

Option 2. Text amendment to utilize on-street parking as required parking in Neighborhood Commercial zoning

4625 Reliable Street has historically been served by on-street parking when it was an industrial use as grain elevator and automotive repair, as seen in historical aerial photos. There is a limited amount of parking on the west side of the building, approximately five stalls. In the property owners' situation, staff believes there is ample on-street parking available on Reliable Street due to the size of the road and the limited amount of commercial use in the area. However, on-street parking is currently not permissible within most zoning districts in the City to ensure that their generally available parking for all.

Allowing for on-street parking to satisfy parking requirements can be limited to the NC district to support reuse of older sites and the pedestrian orientated intent of the district. The allowance could be tailored to address a maximum number of spaces or proximity requirement to allow as credit for on-street parking. Signed or striped stalls would likely be necessary as well.

Most other Neighborhood Commercial zoned sites have very limited access to on-street parking immediately abutting an individual property. Allowing on-street

parking would have some benefits to other properties in the City. Changing the parking allowance would reduce costs of providing more parking for use of existing sites. **Because of the location of many of these NC zoned sites, there could be a need to balance potential neighborhood impacts with supporting reuse of the non-conforming sites.**

Option 3. Eliminate parking requirements for commercial uses in the NC district

The Zoning Ordinance could be changed to eliminate required parking all together for commercial (retail and office) uses allowed in the NC District. This would allow for all customer and employee parking on the street. This option would treat NC zoning similar to Campustown or Downtown where on-site parking is not expected in effort to support an active pedestrian environment. This option could have a size of development restriction for the benefit of no parking in order to ensure more intensive uses still provide for parking.

STAFF COMMENTS:

Ultimately, the text amendment request is to alleviate the onsite parking requirements in the Neighborhood Commercial district. Staff is of the opinion that a text amendment could be of benefit to future re-development and re-use of NC zoned sites. Due to the zoning district standards that control development size it unlikely that large scale developments would take advantage of a change and have substantial impacts on neighboring properties. Option 2 would appear to assist this developer in meeting their goals and still provide some level of protection for the surrounding property owners.



Fwd: Zoning Text Amendment Referral Request
 Bronwyn Beatty-Hansen
 to:
 Diane R Voss
 12/14/2016 12:00 PM
 Hide Details
 From: Bronwyn Beatty-Hansen <bronwynforames@gmail.com>
 To: Diane R Voss <DVoss@city.ames.ia.us>

Hi Diane,
 Elliot reached out to me to ask if this email from him will make this coming non-agenda packet. Will we see it this week?

Thanks!
 Bronwyn

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

From: **Elliot Thompson** <elliott@reliablestreet.com>
 Date: Fri, Dec 9, 2016 at 2:27 PM
 Subject: Zoning Text Amendment Referral Request
 To: bobanncamp@aol.com, gloriabetcherward1@gmail.com, GartinForAmes@gmail.com, pforazem@gmail.com, nelson.ames@outlook.com, amber.corrieri@gmail.com, schultes@iastate.edu, bronwynforames@gmail.com, dvoss@city.ames.ia.us

Dear Mayor Campbell and Members of the City Council,
 I am writing to request a zoning text amendment that changes parking regulations in Neighborhood Commercial (NC) zoning districts be referred to the City Planning department. NC zoning exists to cover odd sized, shaped, and hard to categorize properties that simply don't fit in any standard zoning. It is used on a small number of properties, such as Thumbs and West Side Deli on West St. and my property, the Dobby Mill, at 4625 Reliable Street. To say the Mill is atypical is an understatement and it has already presented many challenges. I purchased it to preserve and rehabilitate it as a café, art gallery and community space in an area of the City with no such existing services. I have met with the planning office several times over the last year attempting to get approved plans and needed building permits but have hit a roadblock with the parking requirements that has halted the project from moving forward.

The code states that "Parking areas are strictly regulated, to promote compatibility with the character of surrounding residential development and the intended pedestrian orientation of the uses" (Sec. 29.801.1) but under the current rules I would be required to construct a parking lot with over 30 spaces in a primarily residential, pedestrian focused neighborhood. There is already ample street parking on both side of Reliable Street as well as a paved area in the front of my property in the abnormally large City right of way. Based on historical photos and satellite imagery this has always been used as parking for the Dobby. Constructing an additional huge parking lot is unnecessary and completely at odds with the pedestrian focus and residential character zoning goals. It creates additional burden on the City's storm sewer, will be less desirable than the more convenient street parking, and financially makes the

rehabilitation of the building not feasible.

While meeting with Planning Staff we realized that all properties in NC zoning, not just Reliable Street, could be significantly hindered by this parking requirement and staff agreed a zoning text amendment changing it was the best path forward. This amendment would remove this roadblock and open these properties up for rehabilitation and uses that otherwise might not happen. It would be a huge step toward your stated Council goal to "Define the City's role (e.g., codes, incentives) in re-purposing existing buildings". It would be instrumental in my goal to create a neighborhood place that people of all ages, including the millennial group that Ames has been actively trying to recruit and retain, can enjoy.

Adopting this zoning amendment will be critical for the success of this project and I request that you please refer it to the City staff for consideration. Thank you for your time and assistance.

Sincerely,

Elliot Thompson

Owner, Alluvial Brewing and Reliable Street

(515) 460-6581

COUNCIL ACTION FORM

SUBJECT: 2016/17 WATER SYSTEM IMPROVEMENTS PROGRAM #1 – WATER SERVICE TRANSFER (8TH STREET, HAYWARD AVE, LITTLE STREET)

BACKGROUND:

The Water System Improvements program provides for replacing water mains in areas that are experiencing rusty water problems. It also provides for installing larger distribution mains in areas that have a high concentration of 4” supply lines, transferring water services from 4” water mains in streets where larger water mains exist, and abandoning 4” water mains. Eliminating duplicate water mains, where possible, improves water flow and helps reduce rusty water. Installing larger distribution lines in areas that have a high concentration of 4” supply lines and less than desirable fire-fighting capacity (predominantly in the older areas of the community) provides larger supply quantities in relation to the current and proposed land uses, in accordance with the Land Use Policy Plan.

This project is for water service transfers on 8th Street (Northwestern Avenue to Duff Avenue), Hayward Avenue (Knapp Street to Storm Street), and Little Street (Hayward Avenue to Welch Avenue).

On January 18, 2017, bids for the project were received as follows:

<i>Bidder</i>	<i>Bid Amount</i>
Engineer’s estimate	\$477,388.00
Ames Trenching	\$422,737.00
K.E. Builders	\$428,493.60
Synergy Contracting	\$456,518.58
J&K Contracting	\$510,868.00
Halbrook Excavating	\$541,172.50
GM Contracting	\$895,330.76

Engineering and administration costs are estimated to be \$63,500 bringing the total estimated project costs to \$486,237.

The Water System Improvements are shown in the 2016/17 Capital Improvements Plan with \$1,300,000 in funding. From this program, approximately \$700,000 will be utilized for the water main replacements on Northwood Drive, Trail Ridge Road, and Westbrook Drive, which are planned with the 2016/17 Asphalt Street Pavement Improvements

project. Any remaining Water System Improvement funds will be utilized at other prioritized locations included in future bid packages.

ALTERNATIVES:

1. a. Accept the report of bids for the 2016/17 Water System Improvements Program #1 – Water Service Transfer (8th Street, Hayward Ave, Little Street).
- b. Approve the final plans and specifications for this project.
- c. Award the 2016/17 Water System Improvements Program #1 – Water Service Transfer (8th Street, Hayward Ave, Little Street) to Ames Trenching & Excavating of Ames, Iowa, in the amount of \$422,737.00.
2. a. Accept the report of bids for the 2016/17 Water System Improvements Program #1 – Water Service Transfer (8th Street, Hayward Ave, Little Street).
- b. Reject award and direct staff to modify the project for a future bid letting.
3. Do not proceed with the project at this time.

MANAGER'S RECOMMENDED ACTION:

By awarding this project, it will be possible to move forward and improve the reliability of the water system and improve water quality for our citizens in these areas.

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

COUNCIL ACTION FORM

SUBJECT: CITY HALL PARKING LOT RECONSTRUCTION (SOUTH SKUNK RIVER BASIN WATERSHED IMPROVEMENTS)

BACKGROUND:

On February 24, 2015, City Council supported application of two state-funded grants that will facilitate storm water quality and quantity improvements in the downtown area. The City has successfully received \$100,000 from the Iowa Department of Agriculture and Land Stewardship (IDALS) for water quality improvements as proposed in the application. Funding from the State Revolving Fund (SRF) Sponsored Project Program has also been awarded in connection with two SRF funded sewer improvement projects. Essentially, the interest paid to the Iowa Department of Natural Resources (IDNR) on the SRF loans for those projects is being returned to the City for use on the storm water-related parking lot improvements.

Staff created a master plan including the area between 5th Street and 6th Street around City Hall and within Parking Lots M, MM, and N. The scope for this specific project is defined to include the area around City Hall and Parking Lot M (lot west of City Hall). Work in the remaining areas will be reevaluated as additional funding is identified. This project will include soil quality restoration and replacing all standard lawn turf with native turf/landscape. In addition, permeable pavers and bio-retention cells will be constructed at various locations on the site.

Management of the water quality and quantity volumes of storm water runoff will be met, thereby satisfying the requirements of the City's Post Construction Ordinance, Chapter 5.B. This project will serve as a model for others who develop residential and commercial properties within the City and who hope to achieve successful post-construction storm water management.

An informational meeting was held for City Hall staff members to outline the parking displacement plan for those employees who will be temporarily displaced during the parking lot construction. The project will be staged to maintain access to Lot MM (the parking lot north of the Veterans Memorial) at all times and to reconstruct Lot M one half at a time and maintain access to the other half during construction. Staff will utilize Lot M, Lot N (the lot east of City Hall), and Lot TT (the lot west of Kosama on Main Street), as well as approximately 25 spaces made available by Fareway, for daily staff parking on a first come first served basis. Staff will not utilize the free public parking in Lot MM during construction. The project now has an intermediate completion date of June 30, 2017 at which time the contractor is to suspend construction activities and open internal parking and drive aisles as a staging area for the July 4th Parade as well as parking for

the Midnight Madness Running Event scheduled for July 8th. Construction of remaining phases shall resume on July 10th, 2017.

On January 18, 2017 bids on the project were received as follows:

<i>Bidder</i>	<i>Amount</i>	<i>Alt #1</i>	<i>Alt #2</i>	<i>Total + Low Alt</i>
Engineer's Estimate*	\$ 800,740.50	\$ 92,499.00	\$ 180,950.00	\$ 893,239.50
Manatts, Inc	\$ 851,304.55	\$ 96,811.80	N/A	\$ 948,116.35
Con-Struct, Inc	\$ 829,369.80	N/A	\$ 131,600.00	\$ 960,969.80
Kingston Services, LLC	\$ 836,719.80	N/A	\$ 138,180.00	\$ 974,899.80
DeCarlo Demolition Co	\$ 866,154.50	\$ 111,805.60	\$ 148,050.00	\$ 977,960.10
Synergy Contracting	\$ 976,856.74	\$ 110,082.00	\$ 151,998.00	\$ 1,086,938.74

*Note: Addendum was issued to correct asphalt quantities from original Engineer's Estimate.

Revenue and expenses for the project are shown below:

	Available Revenue	Estimated Expenses
City Hall Parking Lot Reconstruction		\$948,116.35
City Hall Parking Lot Reconstruction Funding	\$500,000	
Savings from City Hall Roof Project*	\$161,400	
IDALS Water Quality Grant	\$100,000	
Iowa DNR SRF Sponsored Project Funding	\$347,250	
15/16 Storm Water Quality Improvement Program	\$100,000	
16/17 Storm Water Quality Improvement Program	\$100,000	
Contingency (5% of Construction)		\$47,400
Engineering/Administration		\$141,000
	<hr/>	<hr/>
	\$1,308,650	\$1,136,516.35

*The City Hall roof project was budgeted at \$700,000.
The actual contract plus engineering/inspection will cost \$500,000.

The IDALS Water Quality Grant noted above originally had an end date of June 30, 2016 for expenditure of the funds and final acceptance. Staff has worked with IDALS for an extension of this date to June 30, 2017 so that the final acceptance of the project by City Council will be done in accordance with the agreement terms.

PROJECT HISTORY:

On June 22, 2016, two bids were received, one of which was determined to be non-responsive. At the June 28, 2016 meeting, the City Council rejected the lone bid since

the proposal exceeded available funding. Staff was then directed to rebid the project at a future date. The project was rebid on August 3, 2016 and two bids were received. Both bids exceeded the project funding. At the August 23, 2016 meeting City Council rejected all bids due to high costs and directed staff to rebid the project at a future date.

Staff has identified additional funding through SRF Sponsored Projects grant program along with savings from the City Hall roof project and has worked with the consulting engineer on the project to identify cost saving measures for the project. These measures include revising the completion date to summer of 2017, providing additional clarification on certain bid items, reducing the prime contractor self-performance requirement from 50% to 30% (from feedback received from bidders that it would be challenging to meet the 50% requirement due to the specialized nature of much of the project) and having the Ames High School Garden Club provide and install some of the plantings. These adjustments should bring costs in line with the available funding for the project while fulfilling the requirements of the IDALS and SRF Sponsored Project Water Quality Grants.

ALTERNATIVES:

1.
 - a. Accept the report bids for the City Hall Parking Lot Reconstruction (South Skunk River Basin Watershed Improvements).
 - b. Approve the final plans and specifications for this project.
 - c. Award the project bid to Manatt's Inc., of Ames, Iowa in the amount of \$948,116.35.
 - d. Approve the reallocation of the \$161,400 of savings from the City Hall Roof project to this project.
2. Award the contract to one of the other bidders.
3. Direct staff to pursue other options.

MANAGER'S RECOMMENDED ACTION:

By rebidding the project at this time of year and reducing the self-performance requirements, favorable bids were received that were in line with available funding. By awarding the project, construction will be able to be completed during the 2017 construction season.

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

COUNCIL ACTION FORM

**SUBJECT: WPC ELECTRICAL SWITCHGEAR REHABILITATION PROJECT –
REPORT OF BIDS AND AWARD OF CONTRACT**

BACKGROUND:

On December 20, 2016, the City Council granted approval to issue a Notice to Bidders for the WPC Facility Electrical Switchgear Rehabilitation Project. On January 12, 2017, bids were received to provide all labor, equipment, materials, and other components necessary to complete the project according to specifications. Bids were received as follows:

	Lump Sum Bid
Tri-City Electric Company of Iowa	\$30,376.00
Ziegler, Inc.	\$38,035.34
Biermann Electric	\$84,694.00

This project is included in the 2016-17 CIP as part of WPC Electrical System Maintenance Project at \$63,000. The engineering consultant's assistance is estimated at less than \$3,000 leaving \$60,000 available for the work. All three bids appear to be responsive.

ALTERNATIVES:

1. Receive the report of bids submitted and accept the low lump sum bid of \$30,376 from Tri-City Electric Company of Iowa of Davenport, Iowa, to provide all labor, equipment, materials, and other components necessary to complete the WPC Facility Electrical Switchgear Rehabilitation Project.
2. Award the contract to one of the other bidders.
3. Receive the report of bids submitted and delay award of contract.
4. Do not accept bids at this time for the above-mentioned project.

MANAGER'S RECOMMENDED ACTION:

The electrical switchgear is an integral and vital component of the Water Pollution Control Facility and is necessary for the operation of the plant. It is in the City's best interest to maintain this unit in a high degree of reliability. Therefore, it is the

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

COUNCIL ACTION FORM

SUBJECT: 2016/17 COMMUNITY DEVELOPMENT BLOCK GRANT PUBLIC FACILITIES IMPROVEMENTS PROGRAM FOR NON-PROFIT ORGANIZATIONS (PARKING LOT IMPROVEMENTS FOR MAINSTREAM LIVING)

BACKGROUND:

As part of the City's FY 2016-17 CDBG Annual Action Plan projects, a \$100,000 was rolled over from the FY 2015-16 program year, and \$34,000 was added in the FY 2016-17 program year, for a total budget of \$134,000 to implement a Public Facilities Improvement Program for non-profit organizations. The objective of the Public Facilities Improvement Program as outlined in the City's FY 2014-18 Five-Year Consolidated Plan is to "Utilize and Leverage CDBG funds for Low and Moderate Income Persons through private and public partnerships" as follows: Continue provision of Public Facilities Needs for homeless, special populations, and low income households (senior centers, homeless facilities, child care centers, mental health facilities, neighborhood facilities, and other public facility's needs).

At the September 13, 2016 City Council meeting, City Council approved funding to Mainstream Living for ADA parking lot improvements to their facility at 1200 McCormick. The total amount of the grant award was \$100,246.90. Of the \$100,246.90, CDBG funds will finance \$64,000 and Mainstream Living will provide a local match of \$36,246.90. The program administration will be financed with CDBG funds.

On January 18, 2017 bids on the project were received as follows:

<i>Bidder</i>	<i>Amount</i>
Engineer's Estimate	\$ 98,753.00
Con-Struct, Inc.	\$ 84,763.90
TK Concrete, Inc.	\$ 91,962.00
Manatts, Inc.	\$ 94,136.55
Kingston Services, LLC	\$ 101,253.00
Jensen Builders	\$ 104,629.00
Absolute Concrete Const	\$ 105,468.00

ALTERNATIVES:

- 1a. Accept the report of bids for the 2016/17 Community Development Block Grant Public Facilities Improvements Program for Non-profit Organizations (Parking Lot Improvements for Mainstream Living).
 - b. Approve the final plans and specifications.
 - c. Award the project to Con-Struct, Inc., of Ames, Iowa, in the amount of \$84,763.90.
2. Direct staff to pursue other options.

MANAGER'S RECOMMENDED ACTION:

This program activity has been a component of the CDBG Annual Action Plan for over two years, but delayed due to higher priority projects. As outlined in the City's 2014-18 5-Year Consolidated Plan Update, which addresses increasing the supply of affordable housing, the likelihood of continuing to fund public facilities projects for non-profits may not occur again in the distance future.

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

COUNCIL ACTION FORM

SUBJECT: REPORT OF BID AND AWARD OF CONTRACT FOR THE 2016 CYRIDE SECURITY ENTRY SYSTEM PROJECT

BACKGROUND:

The 2016 CyRide Security Entry System Project (Bid No. 2017-084) was released on December 14, 2016. Phase 1 bid plans and specifications call for the replacement and expansion of the core facility access and security system. An access control and security system was installed in the administration portion of the CyRide facility when it was constructed in 2008, but it is no longer completely functional. The first phase of this project will provide complete building access control, intruder detection, and digital premise monitoring in the administration area. Later phases will be contingent upon budget and expand the system throughout the entire facility. Bids were due on January 12, 2017.

Two bids for the project were received from area companies. Electronic Engineering Co. of Des Moines, IA submitted the low base bid of \$118,000. The project budget is \$60,000; therefore, CyRide staff recommends accepting two bid alternate deductions to reduce the scope of the project and the total contract amount. By accepting the two bid alternate deductions, CyRide will postpone expanding the system into remaining areas of the facility until funding becomes available. In comparing the base bid and both deduct alternates, Electronic Engineering remains the low bidder at \$58,300.

Local funding will be used for the project with \$30,000 coming from last year's budget and \$30,000 from the current fiscal year. The two fiscal years are being consolidated for a total Phase I budget of \$60,000. Another \$200,000 has been budgeted for FY19 for system expansion.

Funds Available	Dollars
FY16 Funds	\$ 30,000
FY17 Funds	\$ 30,000
Total Available	\$ 60,000

The Ames Transit Agency Board of Trustees approved award of the contract, including Alternates #3 and #4 to Electronic Engineering Co. on January 19, 2017.

ALTERNATIVES:

1. Approve the final plans and specifications for the 2016 CyRide Security Entry System Project. Accept Bid Alternate No. 3 for -\$38,620 and Bid Alternate No. 4 for -\$21,080, thereby reducing the contract award from \$118,000 to \$58,300 and deferring security system expansion. Award the construction contract to Electronic Engineering Co. of Des Moines, IA in amount of \$58,300.
2. Reject Alternative #1 and direct staff to modify the project to reflect City Council priorities.

MANAGER'S RECOMMENDED ACTION:

Alternative No. 1 will allow CyRide to move forward with a needed facility improvement project. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving final plans and specifications for the 2016 CyRide Security Entry System Project. Accept Bid Alternate No. 3 for -\$38,620 and Bid Alternate No. 4 for -\$21,080, thereby reducing the contract award from \$118,000 to \$58,300 and deferring security system expansion. Award the construction contract to Electronic Engineering Co. of Des Moines, IA in amount of \$58,300.