

**\*AMENDED\***  
**AGENDA**  
**REGULAR MEETING OF THE AMES CITY COUNCIL**  
**COUNCIL CHAMBERS - CITY HALL\***  
**JUNE 9, 2020**

**\*DUE TO THE COVID-19 PANDEMIC, CITY HALL IS CLOSED TO THE PUBLIC UNTIL JULY 1, 2020. THEREFORE, THIS WILL BE AN ELECTRONIC MEETING. IF YOU WISH TO PROVIDE INPUT ON ANY ITEM, YOU MAY DO SO AS A VIDEO PARTICIPANT BY GOING TO:**

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

**OR BY TELEPHONE BY DIALING:** US:1-312-626-6799 or toll-free: 888-475-4499

Zoom Meeting ID: 826 593 023

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

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

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

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

**NOTICE TO THE PUBLIC:** The Mayor and City Council welcome comments from the public during discussion. If you wish to speak, please see the instructions listed above. The normal process on any particular agenda item is that the motion is placed on the floor, input is received from the audience, the Council is given an opportunity to comment on the issue or respond to the audience concerns, and the vote is taken. On ordinances, there is time provided for public input at the time of the first reading.

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

**PROCLAMATION:**

1. Proclamation proclaiming June 19, 2020, as “JUNETEENTH” in the City of Ames

**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.

2. Motion approving claims
3. Motion approving Minutes of Special Meeting held May 19, 2020 and Regular Meeting held May 26, 2020
4. Motion approving Report of Change Orders for period from May 16 - 31, 2020
5. Motion approving Class C Liquor Ownership Change for Texas Roadhouse, 519 South Duff Avenue
6. Motion approving transfer of Bar la Tosca Class C Liquor License from 400 Main Street to 303 Welch Avenue, Ste. 101, pending final inspection
7. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licences:

- a. Class C Liquor License with Catering Privilege and Sunday Sales - Texas Roadhouse, 519 South Duff Avenue
- b. Class C Liquor License with Outdoor Service and Sunday Sales - Bar la Tosca, 400 Main Street
- c. Class C Liquor License with Catering Privilege and Sunday Sales - Jethro's BBQ, 1301 Buckeye Avenue, pending dram
- 8. Resolution adopting New and Revised Fees for the City of Ames to be effective July 1, 2020
- 9. Resolution approving 2020-21 Human Services Contracts
- 10. Resolution approving 2020-2021 Pay Plan
- 11. Resolution confirming appointment of Jacob Schrader and Jacob Ludwig to serve as Iowa State University Student Government representatives to Ames Transit Agency Board of Trustees
- 12. Resolution setting date of public hearing for June 23, 2020, on vacation of City right-of-way adjacent to 2400 and 2500 SE 16<sup>th</sup> Street
- 13. Resolution setting date of public hearing for July 28, 2020, on conveyance of vacated right-of-way to the owners of 2400 and 2500 SE 16<sup>th</sup> Street (Van Wall Equipment Inc.) for \$28,410.06
- 14. Economic Development Administration Grant Application pertaining to the Prairie View Industrial Center Utility Extension Project (East Industrial Area utilities):
  - a. Motion authorizing staff to prepare and submit the Grant Application
  - b. Resolution designating Municipal Engineer Tracy Warner as authorized representative to sign the Grant Application
- 15. Resolution accepting extension of Property Brokerage Agreement with Willis of Greater Kansas, Inc., for the period beginning July 1, 2020, through June 30, 2021, in the amount of \$50,000
- 16. Resolution approving renewal of property insurance program coverage with Willis of Greater Kansas, Inc., for FY 2020/21 at the combined quoted premium of \$728,137
- 17. Resolution approving waiver of parking meter fees for three designated spots on Douglas Avenue from May 19, 2020, to July 1, 2020, from 9:30 AM to 3:00 PM, Tuesday - Saturday, to facilitate Curbside Service at the Ames Public Library
- 18. Resolution approving contract and bond for Electric Distribution Parking Lot Reconstruction Project
- 19. Asbestos Remediation and Related Services and Supply Contract:
  - a. Resolution approving renewal of Contract with Earth Services & Abatement, LLC, of Des Moines, Iowa, for the one-year period from July 1, 2020, through June 30, 2021 in an amount not to exceed \$200,000
  - b. Resolution approving Performance Bond
- 20. Valve Maintenance, Related Services and Supplies Contract:
  - a. Resolution approving renewal of Contract with Pioneer Industrial Corporation, of Hastings, Nebraska, for the one-year period from July 1, 2020, through June 30, 2021 in an amount not to exceed \$85,000
  - b. Resolution approving Performance Bond
- 21. Line Clearance Program:
  - a. Resolution approving renewal of Contract with Wright Tree Services, Des Moines, Iowa, for hourly rates and unit prices bid, in an amount not to exceed \$337,260,
  - b. Resolution approving Performance Bond
- 22. Resolution approving Plat of Survey for 2200, 2212 Oakwood Road, and 3210 Cedar Lane

23. Resolution approving partial completion of public improvements and reducing security for Crane Farm Subdivision, 4<sup>th</sup> Addition (aka Hillside, 4<sup>th</sup> Addition)
24. Resolution approving partial completion of public improvements and reducing security for Quarry Estates Subdivision, 3<sup>rd</sup> Addition
25. Resolution approving completion of public improvements and releasing security for Village Park Subdivision, 1<sup>st</sup> Addition

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

**ADMINISTRATION:**

26. Ames Economic Development Commission:
  - a. Presentation of Annual Report
  - b. Resolution approving Contract with Ames Economic Development Commission for Economic Development Activities from July 1, 2020, through June 30, 2021, in an amount not to exceed \$150,000
27. Progress Report from Sustainability Coordinator regarding FY 2019-20 Activities:
  - a. Motion accepting Report
  - b. Resolution approving Contract with Iowa State University for Sustainability Advisory Services from July 1, 2020, through June 30, 2021, in an amount not to exceed \$25,000

**PLANNING & HOUSING:**

28. Story County request to extend the Ames Urban Fringe Plan 28E Agreement:
  - a. Resolution approving extension of Urban Fringe Plan Agreement to July 11, 2022
  - b. Resolution directing staff to work with Story County and Gilbert on future amendments to the Urban Fringe Plan
29. Minor Amendment to the Land Use Policy Plan Future Land Use Map at 802 Delaware Avenue:
  - a. Motion to deny/Resolution to approve proposed Amendment

**ELECTRIC:**

30. Resolution approving preliminary plans and specifications for Power Plant Unit #8 Crane Renovation; setting July 15, 2020, as bid due date and July 28, 2020, as date of public hearing

**WATER & POLLUTION CONTROL:**

31. Resolution awarding contract to DPC Industries, Inc., of Bellevue, Nebraska, for purchase of liquid sodium hypochlorite for the Water Plant and Power Plant in the amount of \$0.945/gallon for the period of July 1 through September 30, 2020, and then \$0.88/gallon for the remainder of the fiscal year

**HEARINGS:**

32. Hearing on Second Substantial Amendment to CDBG 2019/20 Annual Action Plan:
  - a. Resolution approving Amendment

**ORDINANCES:**

33. First passage of ordinance establishing parking restrictions on Duff Avenue (20<sup>th</sup> Street to Grand Avenue)
34. Second passage of ordinance updating name of Iowa State University Student Government in Ames Municipal Code Section 26A
35. Third passage and adoption of ORDINANCE NO. 4413 relating to trash and recycling collection areas in commercial zones
36. Third passage and adoption of ORDINANCE NO. 4414 extending Industrial Tax Exemption Ordinance until 2030

**DISPOSITION OF COMMUNICATIONS TO COUNCIL:**

**COUNCIL COMMENTS:**

**ADJOURNMENT:**

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

AMES, IOWA

MAY 19, 2020

The Special Meeting of the Ames City Council was called to order by Mayor John Haila at 6:00 p.m. on the 19<sup>th</sup> day of May, 2020. Council Members Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, Rachel Junck, and David Martin were present. *Ex officio* Member Nicole Whitlock was also present.

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

**RESOLUTION CORRECTING NAME OF SUBDIVISION APPROVED BY RESOLUTION NO. 20-245 ON MAY 12, 2020, FROM KINGSBURY'S SUBDIVISION, THIRD ADDITION, TO KINGSBURY'S SUBDIVISION, FOURTH ADDITION.** Moved by Betcher, seconded by Martin, to approve the correction for the Final Plat for Kingsbury's Third Addition to Kingsbury's Fourth Addition.

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

**AMES PLAN 2040 WORKSHOP REGARDING PARKS AND OPEN SPACES PRINCIPLES AND ENVIRONMENT PRINCIPLES:** Planning and Housing Director Kelly Diekmann told Council that one set of principles will be used to discuss parks, trails, and open spaces; and another set of principles will be used to discuss environment. RDG Consultant Cory Scott said there are sub-elements of the Ames Plan 2040 (Plan) coming out of the public engagement opportunities. He stated the Vision of parks, trails, and open spaces: Open space and recreation facilities support the physical and social well-being of the community. Mr. Scott said the existing Park Master Plan was intended to supplement the Land Use Policy Plan (LUPP) and seeks to accomplish a set of goals. Mr. Scott reviewed survey responses received during the public input process.

Mr. Scott reviewed the eight principles developed after meeting with the public and considering current parks, trails, and open spaces:

1. Reflect community values with public space for social and physical well-being that private open space alone cannot accomplish
2. Accessible and desirable open space opportunities
3. Concurrent growth of park land with development
4. Maintain and expand the system of park types to meet varied needs of the community overall
5. Plan a system of interconnected green ways.
6. Stewardship and variety of open space
7. Fiscally responsible
8. Support partnerships

Council Member Betcher asked about the relationship between public space, private space, and university space. Mr. Diekmann said they did not inventory Iowa State University (ISU) land in this process, and the City is not relying on ISU land to meet the park requirements.

Mr. Martin asked if Council should imagine the principles will be flushed out even further in the Plan. Mr. Scott said this is the level the principles would appear in the Plan, as keeping principles broad allows for interpretation. Mayor Haila asked about expanding parks within the existing park system. Mr. Diekmann said larger parks like Brookside Park are called community parks. Ms. Beatty-Hansen asked how neighborhood parks compare to community parks. Mr. Diekmann said the PDF document showing all parks and their size is included in the Parks and Recreation program and facility guide. Parks and Recreation Director Keith Abraham said an interactive map of the park system is currently being worked on with the City of Ames geographic information system (GIS) staff members.

Mr. Diekmann said larger community parks will be needed in addition to neighborhood parks, and it was not their intent to suggest enlarging existing parks. Mayor Haila said the principles should be clear and consistent with what's being adopted. Mr. Diekmann reviewed what is included in the LUPP and said the team desires to be consistent in expectations. Mayor Haila asked if park types will be defined in the new document. Mr. Diekmann said they are defined in the LUPP as regional, community, neighborhood, woodlands/open space, and specialty. He said those definitions will be brought forward to the new Plan.

The Actions drafted for parks, trails, and open spaces were discussed:

1. Maintain a high quality and ample park system and recreation facilities as the city grows.
2. Plan for park dedication as part of the development process with parkland dedication based upon neighborhood park needs.
3. Provide a park system that supports a variety of user needs.
4. Support the user experience.
5. Support parks and open space environmental opportunities.
6. Apply conservation standards in growth areas.
7. Identify partnerships for meeting service needs.

Ms. Beatty-Hansen said she wondered how water trails could be utilized and emphasized for recreation and transportation. She said challenges would be weather and access. Mayor Haila asked about the term "environmentally sensitive areas," and if any of them need preserved to be consistent with principles five and six. He asked if people purchasing property will understand the City's view on those areas to be preserved and protected. Mr. Diekmann said in the current LUPP, resources can be found on currently identified habitats and sensitive areas that someone hoping to annex land could find. He said they are trying to continue that, and as long as the policies are there expectations will be developed.

Council Member Betcher asked about the details of principle six referencing "passive area experiences." Mr. Scott said that would not involve programming or active recreation. Ada Hayden

Heritage Park was given as an example. Mayor Haila asked about “reestablishment of habitat.” Mr. Diekmann said Ada Hayden is also a good example of that where the oak savannah natural habitat has been restored. Mayor Haila said he appreciates the eighth principle where quality of life can be broadened beyond the city.

Mr. Diekmann said Ames will need more than one additional community park if growing in multiple directions. He said accessibility is important and planning will need to take place for parks in the areas of growth. He said they are proposing to bring the guideline forward from the LUPP of ten acres of parks/open space per 1,000 people. He said the city should aspire to have an overall open space ratio similar to the current reality of approximately 18 acres per 1,000 people. He said because of Ada Hayden the ratio is higher. Mayor Haila asked what happens when developers buy a larger parcel of land. Mr. Diekmann said there is not a park land dedication ordinance, so it’s up to the City to determine a process. He said an ordinance would prevent a park from getting put on the last developer in an area. Mr. Gartin said when developers are asked to dedicate land to the City for a park, they are paying for that land and that cost is shifted to the remaining lots. He said the community should pay for that land. Mr. Diekmann said community parks are broader service areas. He said if an ordinance was in place then developers could pay for the land knowing they will be required to contribute park land. He said the ordinance would have to have a solid structure to be effective.

Director Diekmann said an environmentally sensitive overlay requirement has been in place and development cannot be done in that area without a biological survey. Council Member Gartin asked if environmental overlays are working. He said the north side of Ada Hayden is an experiment and it’s not known if neighborhoods will be compliant in protecting the watershed. Mr. Diekmann said there is not a city-wide requirement so property owners are being relied on to abide by the recommendations. Mr. Gartin said he’d like to know if the protections on sensitive areas are working.

Mr. Gartin said outdoor fitness equipment could be added to centrally-located parks. Mayor Haila asked if that would be a Capital Improvements Plan (CIP) project instead of a comprehensive plan item. Mr. Abraham said it’s more of a budgetary concept that could be considered in the five-year CIP plan. Ms. Corrieri said she would be hesitant to put specifics into the document since it’s a long-range planning document and it is unknown what will “come and go.” She said outdoor fitness equipment was not used in the Miracle Park because research is showing those features are not being utilized very much. Mr. Abraham said the Miracle Park wasn’t included in the Plan, rather when the opportunity presented itself they were flexible and moved forward. Ms. Betcher said there are a variety of user needs and wondered where users can make suggestions on what is important to them. Mr. Abraham said the Miracle Park began as a discussion, the canoe and kayak access at Ada Hayden started with someone providing an idea and being willing to help, and Roosevelt Park came together because the neighborhood didn’t want the school to sell the property. Ms. Betcher said there may be constituents that have feedback and aren’t sharing it because they don’t think the City will listen. She said she would like to intentionally receive feedback. Mr. Diekmann said staff can consider how that can happen.

Mr. Martin asked about night sky protection. He said he wants to be sure the City is aware of light pollution. Mr. Diekmann said that would belong in the environmental section of the Plan. Mr. Gartin said the Tedesco Environmental Learning Corridor is off to a great start. He asked if arts organizations could incorporate an indoor park system. He said Council Bluffs has an indoor park that incorporates children's books.

Mr. Scott stated the environment Vision: Ames will practice environmental stewardship to support a high quality natural environment. He said they are using GIS and other mapping resources to get the most current data. Mr. Diekmann said the layers of mapping available makes details very clear. He said it will replace much of the documentation done in the 1990's.

The principles of environment were discussed:

1. Design for environmental priorities
2. Preserve a network of green spaces
3. Improve water quality
4. Apply climate change conscience policies

A growth principle of Ensure Sustainable Growth and a parks principle of Stewardship and Variety of Open Space were included.

Mr. Diekmann said the wording of the principles may get refined. Mr. Gartin asked about "high quality" in the Vision statement. Mr. Scott said that means well cared for. Mayor Haila said it may be beneficial to be more explicit for future councils. Mr. Diekmann said a vision statement shouldn't be used for administration. He said a simple statement preceding Action one may be helpful. Mr. Martin said another option is to say "Ames will practice thoughtful environmental stewardship." He said high level is better.

Council Member Betcher said she doesn't see how Ames' role within the watersheds or working with the County is included. It was noted watersheds are part of the action items. Ms. Beatty-Hansen wondered about including growing food, soil quality, and air quality in the action items. Mr. Diekmann said air quality is part of an action item but wasn't considered a priority in the draft. Ms. Beatty-Hansen said soil quality can be degraded from compaction or development and asked if the city has any responsibility to rectify soil. Mr. Diekmann said the way that's addressed in the Code is through the stormwater development ordinance rather than a broader policy. Mr. Martin said the details of principle four on climate change could be stronger. He suggested changing "that may reduce" to "to reduce". Mayor Haila asked if this is consistent with the motion that Council adopted. Mr. Martin said he likes how it recognizes further changes to the plan may be necessary.

Ms. Beatty-Hansen asked if any of the principles list the value of unmodified areas. She asked if the night sky would be included in the principles. Mr. Scott said it could be included in the details of Action one.

The Actions drafted for environment were discussed:

1. Assess environmental conditions of all types.

2. Use planning documents and models to assist in managing environmental quality.
3. Adopt policies and implement strategies identified in prepared plans.
4. Support for alternative energy systems.
5. Economic development goals shall consider resource availability and intensity of use.

A parks Action of Apply Conservation Standards in Growth Areas was included.

Ms. Betcher asked if partnering could be added as an Action. Mr. Scott said that can be added. Mr. Diekmann said it could become part of Action three.

Director Diekmann said flood plain protection is included with a strong set of regulations for the 100-year floodway fringe.

Council Member Betcher said the negative has been emphasized and wondered if the positives can also be emphasized. Mr. Diekmann said supporting environmental and sustainable priorities can be included.

Mayor Haila asked if economic development has been discussed. Mr. Scott said input from stakeholders may be needed. Mr. Diekmann said the Plan will show a proactive approach of supporting growth.

Ms. Whitlock asked about the way parks are cared for and asked about environmentally friendly practices. Mr. Abraham said that is not included in the Park Master Plan. Mr. Scott said it could be part of the parks principle added under environment. Ms. Betcher asked about buffer strips. City Manager Steve Schainker said care of buffer strips is addressed in the leases with farmers. Mr. Schainker asked if those practices would need to be included for private developments. Mr. Martin said it could be communicated as a community value.

Mr. Diekmann said if Council is comfortable with the information shared the team will move into writing the chapter.

Mr. Martin said an email was received from Jim Popken, who pointed out some history behind the previous LUPP map and an overlay for state-owned land to describe an alternate intent for the land should it be sold. He asked if something should be done by Council. Mr. Scott said it came to their attention that for the foreseeable future ISU land would not be changed. Mr. Schainker said the school district has sold land, the Department of Transportation could sell land, and even the City could. He said something could be set up so anyone purchasing land would know what to expect from the City. He said it would avoid issues among neighbors. Ms. Betcher said in the case of development areas identified it makes sense, especially since the State nursery has already been identified as a possible development area. Mr. Martin asked how to move forward. Mr. Schainker said staff can talk about the next steps. Mr. Diekmann said university land shouldn't be relied upon for development, which can be shown in the final draft. Mr. Schainker said he recommends addressing more than just the university areas. He said it could be a policy outside of the Plan for

all governmental lands. Mayor Haila said staff can bring ideas to address governmental lands back to Council.

**DISPOSITIONS OF COMMUNICATIONS TO COUNCIL:** None.

**COUNCIL COMMENTS:** Council Member Gartin said the Parks and Recreation system is outstanding. He said he appreciates Friends groups developing around many parks.

Council Member Betcher said that one of her constituents is very concerned that the Council meetings be as accessible as possible. She said the phone number provided is not toll-free.

Moved by Betcher, seconded by Beatty-Hansen, to request staff to look into ways for callers to access City Council meetings for free and place Zoom instructions on the website.

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

Mayor Haila said it's disappointing the Memorial Day celebration has been canceled. He recognized those who have served the country and those who have spent months planning the celebration. It is hoped the program can live-streamed.

**ADJOURNMENT:** The meeting adjourned at 8:21 p.m.

---

Diane R. Voss, City Clerk

---

John A. Haila, Mayor

---

Erin Thompson, Recording Secretary

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

**AMES, IOWA**

**MAY 26, 2020**

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

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

**CALL TO ORDER:** The Ames Area Metropolitan Planning Organization (AAMPO) Transportation Policy Committee meeting, which was being held electronically, was called to order by Ames Mayor and voting member John Haila at 6:05 p.m. on the 26th day of May, 2020. Other voting members brought into the meeting were: Bronwyn Beatty-Hansen, City of Ames; Gloria Betcher, City of Ames; Amber Corrieri, City of Ames; Tim Gartin, City of Ames; Rachel Junck, City of Ames; David Martin, City of Ames; Lauris Olson, Story County Supervisor. Bill Zinnel, Boone County Supervisor and Jon Popp, Mayor of Gilbert were absent. Student Government Representative is to be determined.

**DRAFT FFY 2021-2024 TIP:** Public Works Director John Joiner stated this was an annual document required by the Metropolitan Planning Organization (MPO). Director Joiner mentioned that it was the draft of the 2021-2024 Transportation Improvement Program. This is the Capital Project Funding program. The draft was reviewed by the Transportation Technical Committee and recommended unanimously for the Policy Committees approval. A public comment period will happen over the next month and then will be reported back to the Policy Committee for final document approval on July 14, 2020.

Council Member Beatty-Hansen questioned the Fiscal Constraint table on page 24 of the staff report and wanted to know if it had been updated with any new numbers that would change due to COVID-19. Mr. Joiner explained that staff had received some antidotal information from the Iowa Department of Transportation (Iowa DOT) that the effect of COVID-19 will have on the Road Use Tax Fund. He noted this would mainly affect the swap (where they swap federal funds for state funds), but they haven't received any firm numbers from the Iowa DOT regarding target adjustments.

Moved by Beatty-Hansen, seconded by Olson, to approve the Draft FFY 2021-2024 TIP and setting the date of public hearing for July 14, 2020.

Vote on Motion: 8-0. Motion declared carried unanimously.

**AMENDMENTS TO 2020-2023 TRANSPORTATION IMPROVEMENT PROGRAM (TIP):** Director Joiner commented this item is the same as the Policy Committee saw back in March 2020.

The Mayor opened the public hearing and closed it after there was no one wishing to speak.

Moved by Betcher, seconded by Olson, to approve the Amendments to the 2020-2023 Transportation Improvement Program (TIP).

Vote on Motion: 8-0. Motion declared carried unanimously.

**FISCAL YEAR 2021 DRAFT TRANSPORTATION PLANNING WORK PROGRAM (TPWP):** Public Works Director John Joiner stated that this item was submitted to their State and Federal funding partners for their review. He noted it is the same document that was shown before in March 2020 and meets all state and federal requirements.

The public hearing was opened by the Mayor. He closed the hearing after no one asked to speak.

Moved by Junck, seconded by Olson, to approve the Fiscal Year 2021 Draft Transportation Planning Work Program (TPWP).

Vote on Motion: 8-0. Motion declared carried unanimously.

**POLICY COMMITTEE COMMENTS:** Ms. Olson mentioned that she had let the Board of Supervisors know that the AAMPO would be meeting tonight and they are questioning what is going on with the 2045 Plan. She stated she left a message with Traffic Engineer Damion Pregitzer to let him know that they had questions. It was noted that the County wants to be actively involved in the 2045 Plan. Ms. Olson commented that not only a technical discussion needs to be had, but want to make sure their voice is heard from a Policy standpoint. She explained that it would be helpful if Mr. Pregitzer could give her a call and would like to talk with him to find out where they are at in the process as opposed to what is shown online. Ms. Olson noted that one of their concerns is the northwest portion of Ames. Director Joiner explained that staff had received some comments from Mayor Popp and from a few Supervisors, but will have Mr. Pregitzer reach out to her. He noted that staff will be bringing the project level input back to the Policy Committee on July 14, 2020. This would be to review the public input received and through the Technical Committee review. After this they will receive formal feedback from the Policy Committee and then will apply the fiscal constraints to all the projects to make sure they meet the funding availability that is project. This will happen in August 2020, and then from there the information will be used to prepare the final draft that will be provided in late September 2020. Ms. Olson commented that she appreciated the update and looked forward to hearing from Mr. Pregitzer.

**ADJOURNMENT:** Moved by Olson, seconded by Junck, to adjourn the AAMPO Transportation Policy Committee meeting at 6:16 p.m.

Vote on Motion: 8-0. Motion declared carried unanimously.

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

Mayor Haila announced that it is impractical to hold an in-person Council meeting due to the

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

**CALL TO ORDER:** Mayor John Haila called the Regular Meeting of the Ames City Council, which was being held electronically, to order at 6:16 p.m. with the following Council members participating: Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, Rachel Junck, and David Martin. *Ex officio* Member Nicole Whitlock was also present.

**CONSENT AGENDA:** Council Member Betcher requested to pull Item No. 13, Downtown Facade Grants, for separate discussion.

Moved by Gartin, seconded by Beatty-Hansen, to approve the following items on the Consent Agenda.

1. Motion approving payment of claims
2. Motion approving Minutes of Regular Meeting held May 12, 2020,
3. Motion approving Report of Change Orders for period from May 1 to 15, 2020
4. Motion directing City Attorney to prepare an ordinance establishing parking regulations on Duff Avenue (20<sup>th</sup> Street to Grand Avenue)
5. Motion approving a new 12-month Class E Liquor License with Sunday Sales - Casey's General Store #2298, 428 Lincoln Way - **pending final inspection**
6. Motion approving a new 12-month Class C Liquor License with Outdoor Service, and Sunday Sales - Shuyu LLC, dba Wasabi Ames, 926 S. 16<sup>th</sup> Street **pending DRAM**
7. Motion approving new 12-month Class C Liquor License with Outdoor Service and Sunday Sales - Levy, Fisher Theater, 1805 Center Drive
8. Motion approving new 12-month Class C Liquor License with Outdoor Service and Sunday Sales - Scheman Building, 1805 Center Drive
9. Motion approving renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
  - a. Class C Liquor License with Catering Privilege, Class B Wine, Outdoor Service, and Sunday Sales - Della Viti, 323 Main Street, #102
  - b. Class C Liquor License with Outdoor Service and Sunday Sales - Old Chicago Pizza and Taproom, 1610 S. Kellogg Avenue
  - c. Class E Liquor License with Class B Wine Permit, Class C Beer Permit, and Sunday Sales - Casey's General Store #2560, 3020 S. Duff Avenue
  - d. Class A Liquor License with Outdoor Service and Sunday Sales - Green Hills Residents' Association, 2200 Hamilton Drive, Suite 100
  - e. Class E Liquor License with Sunday Sales - MMDG Spirits, 126A Welch Avenue
  - f. Class E Liquor License with Class B Wine, Class C Beer and Sunday Sales - Kum

- & Go # 214, 111 Duff Ave
  - g. Class E Liquor License with Class B Wine, Class C Beer and Sunday Sales - Kum & Go #200, 4510 Mortensen Road
  - h. Class E Liquor License with Class B Wine, Class C Beer and Sunday Sales - Kum & Go #216, 203 Welch Ave
  - I. Special Class C Liquor License with Class B Wine, Outdoor Service and Sunday Sales - Wheatsfield Cooperative, 413 Northwestern
10. RESOLUTION NO. 20-251 authorizing Mayor to sign the Letter of Support for a Regional Conservation Partnership Program Alternative Funding Arrangement grant application
  11. RESOLUTION NO. 20-252 approving FY 2020/21 Outside Funding Contracts
  12. RESOLUTION NO. 20-253 approving FY 2020/21 Commission On The Arts (COTA) Annual Grant Contracts
  13. RESOLUTION NO. 20-255 approving contract renewal with Wellmark for administrative services, specific and aggregate excess insurance, and access fees for health insurance benefits effective July 1, 2020, through June 30, 2021
  14. RESOLUTION NO. 20-256 approving contract renewal with Delta Dental of Iowa to provide administrative services for dental benefits effective July 1, 2020
  15. RESOLUTION NO. 20-257 approving contract renewal with National Insurance Services for continuing the current Group Life and Accidental Death and Dismemberment for a one-year term ending July 1, 2021 and Long-Term Disability policies for a three-year period from July 1, 2020 through July 1, 2023
  16. RESOLUTION NO. 20-258 accepting quote and approving renewal of City's membership in the Iowa Communities Assurance Pool (ICAP) for certain casualty and liability coverages at a net cost of \$502,921
  17. RESOLUTION NO. 20-259 approving Safety Services Contract with IAMU in an amount not to exceed \$66,000 for period July 1 through December 31, 2020, and optional renewal in an amount not to exceed \$66,000 for period January 1 through June 30, 2021
  18. RESOLUTION NO. 20-260 approving the Iowa DOT Agreement for U-STEP, TSIP, and 3R funding for the 2020/21 US Highway 69 Improvements (South Duff Avenue and US Highway 30 Eastbound off-ramp) project in the amount of \$800,000
  19. RESOLUTION NO. 20-261 approving Iowa DOT ICAAP Grant Funding Agreement for FY 2020/21 Intelligent Transportation System (ITS) Program (Phase 1 - Traffic Network) for \$1,176,518
  20. RESOLUTION NO. 20-262 approving Professional Services Agreement with Strand Associates Inc., of Madison, Wisconsin, for design of Old Water Treatment Plant Demolition Project in the amount not to exceed \$168,300
  21. RESOLUTION NO. 20-263 approving Amendment No. 5 to Design Contract regarding South Grand Extension (South 16<sup>th</sup> Street and South Duff Avenue) with Shive-Hattery, Inc., of West Des Moines, Iowa, in an amount not to exceed \$125,350
  22. RESOLUTION NO. 20-264 approving temporary street closure for new fire line at 307 Lynn

Avenue

23. RESOLUTION NO. 20-265 approving temporary relocation of vending operations from 100 block of Welch Avenue to Chamberlain Lot Y for duration of Campustown Improvements Project
24. RESOLUTION NO. 20-266 waiving Purchasing Policies and Procedures competitive bid requirement and awarding a single-source purchase to Moultrie Manufacturing Company of Moultrie, Georgia, in the amount of \$63,510.58 plus freight charges for handrails to be installed by City staff
25. RESOLUTION NO. 20-267 waiving Purchasing Policies and Procedures and awarding a single-source contract to Komptech USA of Westminster, Colorado, for the purchase and replacement of a door for the shredder at Resource Recovery in the amount of \$52,346.01
26. RESOLUTION NO. 20-268 waiving Purchasing Policies and Procedures and awarding a 3-year Contract to Emerson Process Management Power & Water Solutions, Inc., of Tinley Park, Illinois, for Emerson SureService Contract for Software Support for the Power Plant in the amount of \$139,500
27. RESOLUTION NO. 20-269 approving preliminary plans and specifications for CyRide 2020 Interior Improvements Project; setting June 17, 2020, as bid due date, and June 23, 2020, as date of public hearing
28. RESOLUTION NO. 20-270 approving preliminary plans and specifications for 2019/20 Arterial Street Pavement Improvements Project - 13<sup>th</sup> Street (Wilson Avenue - Duff Avenue); setting June 17, 2020, as bid due date, and June 23, 2020, as date of public hearing
29. RESOLUTION NO. 20-271 approving preliminary plans and specifications for 2019/20 Shared Use Path System Expansion - Vet Med Trail (S. 16<sup>th</sup> Street to ISU Research Park; setting June 17, 2020, as bid due date, and June 23, 2020, as date of public hearing
30. RESOLUTION NO. 20-272 awarding contract to Keck Energy of Des Moines, Iowa, for CyRide Fuel Purchase, from July 1, 2020 to June 30, 2021, in an amount not to exceed \$1,100,000
31. RESOLUTION NO. 20-273 approving contract and bond for 2019/20 Asphalt Street Pavement Improvements (14<sup>th</sup> and 15<sup>th</sup> Street)
32. RESOLUTION NO. 20-274 approving contract and bond for 2019/20 Multi-Modal Roadway Improvements (30<sup>th</sup> Street & Duff Avenue Restriping)
33. RESOLUTION NO. 20-275 approving Change Order No. 4 in an amount not to exceed \$119,950 for the 2017/18 Water System Improvements - Water Service Transfers (10<sup>th</sup> Street and 12<sup>th</sup> Street)
34. RESOLUTION NO. 20-276 approving renewal of contract to MPW Industrial Water Services, Inc., of Hebron, Ohio, for the Bottle Exchange Program, Two-Bed Demineralizer and Related Services Contract, for unit bids, in an amount not to exceed \$52,000
35. RESOLUTION NO. 20-277 approving renewal of contract to Electrical Engineering and Equipment Co., of Windsor Heights, Iowa, for the Motor Repair Contract, for hourly rates and unit prices bid, in an amount not to exceed \$23,000

36. RESOLUTION NO. 20-278 approving renewal of contract to Diamond Oil Company, of Des Moines, Iowa, for the Low-Sulfur Diesel Fuel Supply Contract in the amount of (-\$0.0062) deduct off the Magellan “rack” fuel price, and in the amount of \$0.0163 increase off the Buckeye “rack” fuel price for an amount not to exceed \$300,000
37. RESOLUTION NO. 20-279 approving renewal of Electrical Maintenance Services Contract (regular professional maintenance, repair to circuit breakers, relays, and electrical circuits) with Tri-City Electric Company of Iowa, Davenport, Iowa from July 1, 2020, through June 30, 2021 for hourly rates and unit prices bid, in an amount not to exceed \$140,000
38. RESOLUTION NO. 20-280 approving renewal of a contract to Baldwin Pole & Piling, Inc., of Des Moines, Iowa, for the purchase of electric distribution utility poles in accordance with unit prices bid
39. RESOLUTION NO. 20-281 approving partial completion of public improvements for Aspen Business Park, 3<sup>rd</sup> Addition (aka The Quarters)
40. RESOLUTION NO. 20-282 accepting completion of public improvements and releasing security regarding Northridge Heights, 18<sup>th</sup> Addition
41. RESOLUTION NO. 20-283 accepting completion of CyRide Bus Wash Renovation project
42. Well Rehabilitation Contracts:
  - a. RESOLUTION NO. 20-284 accepting completion of Year Three (FY 2019/20)
  - b. RESOLUTION NO. 20-285 awarding contract for Year Four (FY 2020/21) to Northway Well and Pump Company of Waukee, Iowa, in the amount of \$82,987.56

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

**DOWNTOWN FACADE GRANTS:** Council Member Betcher stated she pulled this item as the Council Action Form asked for the Council to decide between Alternatives on one of the facade grants.

Moved by Betcher, seconded by Beatty-Hansen, to approve Alternative 1, to adopt RESOLUTION NO. 20- 254 approving the Downtown Facade Grants totaling up to \$61,000 for:

- a. 330 5<sup>th</sup> Street & 412 Burnett Avenue in the amount of the estimated eligible costs up to \$46,000 for three eligible facades, without the additional limestone cladding. Note that prior to issuing a notice to proceed the applicant would need to secure an Encroachment Permit.
- b. 404 & 406 Main Street in the amount of estimated eligible costs up to \$15,000 for window replacement.

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

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

**CAMPUS AND COMMUNITY COMMISSION:** Assistant City Manager Deb Schildroth stated that the following Commission Members had joined the meeting electronically: Eric Abrams, Sandeep Stanley, Pete Englin, Martha Broadnax, Evelyn Beavers, and Warren Madden.

Ms. Schildroth mentioned that the Council has the Commission's report regarding the work they had been doing over the past year on addressing landlord/tenant relations. The tenant discussion was related to student tenants, and ISU had been included in the discussions. There had been a variety of ways that the Commission had addressed the issues. The Commission had roundtable discussions with the landlords, participated in the student housing fair, and sent out a survey. During these discussions, some of the tenant and landlord issues that came up were:

Tenants

1. Getting timely repairs done to tenant units or timely response to an issue the tenant may have had
2. Having clear language in Lease Agreements
3. Lease Gap - the time during the end of July to August when leases turn over and some tenant are "homeless" for a day or two until they can get into their new unit

Landlords

1. Tenant needing to understand that the Lease Agreement is a legal and binding contract, what that means, and what is expected
2. Care and proper cleanliness of the apartment the tenant is renting
3. Paying rent on time
4. Noise complaints

Sandeep Stanley, Chair of the Campus and Community Commission, summarized what the Commission had in their report. He noted that the Commission received input from previous *ex-officio* Devyn Leeson, Community Outreach Officer Kurt Kruger, numerous people within the City infrastructure, and Iowa State University. Mr. Stanley highlighted two of the solutions that the Commission wanted to propose. The first would be to increase information that tenants get regarding the process. A common theme the Commission found was that tenants were not very well informed about the process and what renting a property entailed. Mr. Stanley listed a few ways this concern could be addressed:

1. Have the landlords hand out packets
2. Student Legal Service expressed interest in holding an annual seminar, maybe in conjunction with the Student Housing Fair
3. Revamping and promoting the Rent Ames website

He also highlighted the Commission's suggestion for a mediation process. One of the other common sources of disagreements was when landlords try to take away tenant's security deposits. This process can sour the landlord/tenant relationship when it gets dragged into small claims court. The

Center for Creative Justice (CCJ) had a mediation process previously in Ames that worked well. In talking with Student Legal Service, the Commission thought it would be a great addition. Mr. Stanley stated that the impact of COVID-19 had changed the market greatly, as plans are still up in the air for the fall and enrollment is declining. The Commission thought this would be a good time for landlords to take a more active stance in improving the landlord/tenant relationship. The Commission will continue to see how things develop as fall approaches, but doesn't believe it will have much impact on the Commission's recommendations.

Council Member Betcher inquired if the Commission got a sense from the discussions with the landlords if they would be open to being more involved in the process to help renters better understand the lease and all the responsibilities. Mr. Stanley stated that most landlords seemed to want to help students and were interested in mitigating as many difficulties as possible. Commission Member Eric Abrams commented that a lot of the local landlords have packets that are given to the tenants, but got the feeling that the tenants were not reading through the material. The landlords won't always have 30 minutes or more to spend with each tenant to help them understand the rental process.

*Ex officio* Nicole Whitlock asked if the mediation services would be free to the students. Mr. Stanley explained that from the CCJ model there was a nominal cost to keep the program running of \$20-\$30 per case. Ms. Schildroth explained that when the mediation process was available before through CCJ, the Center for Creative Justice had trained mediators available to work on a host of issues, and CCJ had a sliding fee scale for people based on what their income level was. The mediation services were previously funded through the ASSET process. Student Government, the City of Ames, Story County, and United Way all helped contribute funding to the program that was available community-wide.

Mayor Haila stated he wanted to go back to Mr. Abrams' comments about the landlords having packets available, and if this is being done how could the City encourage the renters to avail themselves to the information. Council Member Junck asked about promoting the Rent Smart Ames website and if there was a standardization of the materials that could be posted on the website. Mr. Stanley stated he would be unsure about standardization as each property is different and each landlord has different situations. He noted that in regard to promotion of the Rent Smart Ames website, the Student Government would be happy to help promote the website and would even make it a joint effort between the City and the Student Government. Ms. Junck inquired if the materials for Rent Smart Ames are needing to be revamped or need to be promoted. Mr. Abrams commented that the materials need to be revamped and the website needs an overhaul.

*Ex officio* Council Member Whitlock wanted to know if there was a plan to have this information be more engaging for students rather than handing out a piece of paper. She noted that if the students are given just a sheet of paper, a lot of the students will throw it away without reading it. Mr. Stanley

mentioned that makes a lot of sense, but this had not been discussed in great detail yet.

Council Member Betcher would like to go back to what Ms. Schildroth had mentioned about CCJ and wanted to know if there were alternatives available besides Student Legal Services. Ms. Schildroth explained that during their information gathering process there were one or two trained mediators in the Ames area, but she was not sure how available they would be. Ms. Betcher commented that she wanted to be conscious of the fact that not all renters in Ames are students. She noted that if something could be worked out with Student Legal Services, that is great, but that doesn't help the other renters in the City. Ms. Schildroth stated that some of the landlord/tenant issues that happen outside of the student area are worked through Legal Aid depending on the severity of the issue, but mediation could be more cost-effective.

Council Member Beatty-Hansen stated there are larger-scale rental associations and a network of landlords that are smaller scale. She noted that marketing does need to be done differently than just handing out a piece of paper. She questioned if it was the Campus and Community Commission or who would see if the two groups of landlord associations could better collaborate on their marketing. She wanted to know if it was the role of the Council of CCC to pass on the message that the landlords messaging could use an update. Mr. Abrams mentioned that the CCC mission is to provide recommendations and the Commission was going to start that process, but needed to come back to the Council for recommendations before moving forward. Mayor Haila stated that CCC is more of a "think tank" and it would be up to the Council to move forward with their suggestions and who would move forward with the initiatives. Ms. Schildroth mentioned that revamping the Rent Smart Ames website is something that the CCC could work on and then push this information out to landlords.

Mayor Haila asked Ms. Schildroth to comment on why CCJ stopped providing services. Ms. Schildroth mentioned that it had been closed for about 12-15 years now, and during that time, there was a change in leadership. There were a couple of programs (mediation being one of them) that eventually faded away. The leadership wanted to focus more on the probation supervision piece and that is what CCJ does now. Commission Member Warren Madden commented that he believed it was a resource issue. At one time CCJ had a more active group of people to raise funds, and that environment has changed. Mr. Madden stated that one question is where the resources would come from in order to have the mediation services available. The Center for Creative Justice is willing to take on this concern, but it will need the staffing and resources to put it together. Mayor Haila asked for clarification whether the resources needed for CCJ would be monetary only or staffing. Mr. Warren believed CCJ would need both. A core group of people would be needed and the staff at CCJ has shrunk due to turnover. Mr. Madden mentioned that the market has changed: When the program was started, the occupancy rates were a lot higher and it was a different environment, but today renters have more options and more flexibility. Mr. Abrams added that Student Legal Services thought the mediation program was very useful and was sad to see it go. Mayor Haila inquired if

CCC knew if there was any idea on how much the investment would be financially to start the mediation program again. Mr. Madden stated CCJ would need to have at least the equivalent of a lawyer on staff along with an office, supplies, etc. City Attorney Mark Lambert stated that earlier he had wanted to refresh his memory on how the forcible entry and detainer process worked. He had called a friend from Story County Legal Aid and was told that Story County Legal Aid will be starting a pilot project on alternative dispute resolution for forcible entry and detainer (FED). Mr. Lambert explained that the Clerk of Court had been organizing it. He noted that the meetings regarding the pilot project have stalled due to COVID-19, but the pilot project for the Story County Court System is for an online dispute system. It was his understanding that landlords would have to go through this process before filing an eviction proceeding. Mr. Lambert wanted to make the CCC aware of the pilot program and it might be an option in the future.

Mayor Haila explained that what was before the Council now was the recommendation for mediation and information. He noted that the Council Members had made it clear that they do not want to get involved in disputes with leases. Mr. Stanley noted that the CCC had used Officer Kruger's email list of landlords that meet semi-regularly at Pizza Ranch; as far as students, there is not any centralization, but they could discuss the issues with the Ames Tenant Union. He noted that they may be able to reach out to the Director of Residency at ISU to get a more comprehensive student list. Commission Member Pete Englin mentioned that Mr. Stanley was correct about trying to get a group together. He noted that, in his role of Director of Residence, the group of landlords that meet at Pizza Ranch is a good cross-section of both the small, big, and national locals. He is not sure if they would be going to be able to get out to the edges, but they would need to get to 80%. Part of the mediation process is having an impartial party that does not have an invested interest in the discussion. Landlords and tenants will hear the message differently when speaking with someone who didn't have a stake in the outcome. If CCJ is interested in moving forward, it could work on getting training materials and would have more information to put a budget together. Mr. Englin mentioned that, regarding students, they need to be more socially active with Instagram or Twitter.

Council Member Junck inquired if it would make sense to direct the CCC to move forward with contacting groups of tenants and landlords to revamp the material or to whom should a motion be directed. Mayor Haila asked for Ms. Schildroth's opinion in moving forward. Ms. Schildroth stated the CCC could put together a small committee to engage other individuals in the community to assist with revamping the materials and looking at new and different ways to use social media. Mayor Haila mentioned, from his discussion with City Manager Steve Schainker and Council Member Betcher, that from a marketing standpoint this project may be a good case study for a Journalism Mass Communication to take on as a project. Mr. Englin noted that the original website was developed by an intern who was a Student Government member and then did an internship with the City of Ames. The intern pulled the information from the Department of Residence website and then worked with Student Legal. He felt that having one person from Student Government overseeing the website would be beneficial.

Council Member Gartin asked City Attorney Lambert if the City still had a mediation process for small claim money judgment actions. Mr. Lambert stated there is for the money action, but for a landlord suing a tenant for past due rent there is a mandatory mediation before it will go to court. This does not apply to the forcible entry and detainer process. Mr. Gartin stated that it would be helpful when thinking of landlord/tenant matters to divide them between the eviction process and the money judgment actions. If the amount of the dispute is less than \$5,000, that would go to small claims court. He noted that there are mediation services already in Ames and is intrigued about having conversations about mediation. If the goal is having a mediation in place for the eviction process, that would be a harder sell. There is more room for negotiations in money judgment situations. Mr. Gartin stated that the courts are very even in their approach to these circumstances. He believed that students get a fair deal when dealing with the judicial system.

Mayor Haila mentioned that a good question to ask is if the issues regarding mediation are typically financial or non-financial in grievances. Mr. Stanley stated that regarding mediation, the situations that the CCC found it would be helpful for is the dispute of landlords retaining the security deposit. He noted that in all things, money is a driving factor, but not the only factor. Mr. Englin commented that it was also the responsiveness to repairs and the lack thereof. Ms. Schildroth noted there were also roommate disputes. Mayor Haila asked Attorney Lambert if the pilot program he had referred to earlier would be something that the CCC could investigate. Mr. Lambert stated he can give the contact information to the CCC. He also stated that the Clerk of Court's Office, landlords, and Story County Legal Aid are involved in the committee, and he felt that ISU Student Services should be a part of the discussion as well.

Moved by Junck, seconded by Betcher, to direct the Campus and Community Commission to recommend ways to revamp and promote the Rent Smart Ames website as well as utilize other forms of informational material with the input of tenants and landlords.

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

Moved by Betcher, seconded by Junck, to ask the City Attorney to look into the potential for what might be done to expand the Story County mediation of forcible entry and detainer to include things that are of interest to ISU and the students.

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

Mayor Haila stated that he didn't hear anything about the lease gap. Mr. Abrams stated that was not a big issue as ISU offers students temporary housing. Mr. Madden agreed, stating that most people are able to find housing and landlords will try to help if possible. Ms. Schildroth commented that if they are leasing from the landlord and moving from one property to another, there is more flexibility with the landlord.

Council Member Betcher explained that, as a member of the International Town and Gown

Association, she had been following the list serve questions about what communities are doing to help students with social distancing in off-campus housing in the fall. Some people pointed out that the school is working with some off-campus landlords and wondered if the City of Ames should expand the discussion to landlords to assist with messaging about positive social behaviors during COVID-19. She explained that this is related to landlord/tenant relations because it is an off-campus housing issue, but she doesn't know if it is related to the question of what sort of messaging landlords put out when people rent from them.

**DISCUSSION REGARDING RE-OPENING EVENTS ON CITY PROPERTY:** City Manager Steve Schainker explained that the world keeps changing so quickly, and there may be a few more items to discuss besides what is laid out in the report.

Sidewalk Cafes: Mr. Schainker stated that as the Governor approves certain uses to re-open in the State, the City Council still has control over uses on City property and whether to re-open them to the public or not. He noted there are three categories of sidewalk cafes: (1) Restaurants (Food Only), (2) Restaurants (Food with Incidental Alcohol Service), and (3) Bars (Alcohol with Incidental or no Food Service). City Manager Schainker explained that now that the Governor has opened the opportunity for restaurants to re-open, sidewalk cafes could be considered in the same category. Sidewalk Cafes will have the same restrictions for social distancing, occupancy, and other safeguards in place. Mr. Schainker commented that the requests for sidewalk cafes that serve alcohol (defined as bars) have to come before the Council for approval.

Council Member Betcher questioned if the Council voted on allowing sidewalk cafes to open per the Governor's capacity of 50%, and the Governor increases the capacity level to 100% is the Council voting to match the Governor or is the Council voting on what is listed in the Staff Report. Mr. Schainker commented the Council had two alternatives. He would suggest if the Council didn't want sidewalk cafes to come back, they would move to make the approval subject to the Governor's requirements at that time. City Attorney Mark Lambert mentioned that bars and restaurants as of May 28, 2020, will be allowed to be open with the 50% capacity restriction and if the Governor lifts those, the City has no control over that. He noted that if the Council is comfortable with allowing the sidewalk cafes to open the same way as the Governor, they should vote that way.

Moved by Corrieri, seconded by Beatty-Hansen, to approve Option 1A and 1B that states:

1A. Authorize staff to begin issuing Sidewalk Café Permits for restaurants and establishments that serve alcohol incidental to food service. All permit holders would be expected to abide by any state regulations as a condition of approval (limitations on patron numbers, etc.)

1B. Direct staff to accept applications for sidewalk cafes at bars

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

City Manager Schainker explained that the Council has seen the requests for Sidewalk Cafes before for Della Viti and Mother's Pub. He noted that staff is recommending approval contingent upon bars being permitted to re-open by Order of the Governor and compliance with social distancing.

Mayor Haila opened public input and closed it when no one requested to speak.

Moved by Corrieri, seconded by Betcher, to adopt RESOLUTION NO. 20-286 approving an exception to Section 22.32(c)(2)(v) to allow alcohol service in Sidewalk Café at Della Viti, 323 Main Street, Ste. 102, contingent on the Council lifting suspension of Sidewalk Café Permits and contingent upon bars being permitted to re-open by Order of the Governor.

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

Moved by Betcher, seconded by Corrieri, to adopt RESOLUTION NO. 20-287 approving an exception to Section 22.32(c)(2)(v) to allow alcohol service at Sidewalk Café at Mother's Pub, 2900 West Street, contingent on the Council lifting suspension of Sidewalk Café Permits and contingent upon bars being permitted to re-open by Order of the Governor.

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

City Swimming Pools (Furman Aquatic Center/Municipal Pool): City Manager Schainker mentioned that the discussion of the City pools is probably going to be one of the hardest decisions that the Council will have to make. There are strong differences in opinion within the community and throughout the country if outdoor swimming pools should be opened for the summer. Throughout the State there have already been some small and large cities that have decided to close its pools for the summer, others have decided to open, and some are still waiting to make a decision. Currently the Governor has allowed the opening of pools for lap swimming and swimming lessons. Mr. Schainker stated the City is trying to get ahead of the curve as it will take three weeks to be ready to open if given the approval from the Governor. Mr. Schainker explained that currently the Governor will not be making a decision about opening pools to the general public until June 17, 2020. The Council was reminded that the City of Ames has an indoor and an outdoor pool and will be making a decision tonight for both of those.

Mayor Haila stated the Council had gotten a lot of emails during the past week advocating to have the Furman Aquatic Center open, and it would be important for the Council and the public to understand completely what the Governor has approved along with the deadlines. Mayor Haila also asked for Parks and Recreation Director Keith Abraham to talk about all the items that will need to be completed in order to open the Ames Municipal Pool and the Furman Aquatic Center along with a timeline. City Attorney Lambert stated the Governor has had pools closed for several weeks now and continues to close pools for general swimming, but had opened the pools a couple of weeks ago

to allow for lap swimming and swimming lessons through June 17, 2020. The pools will be closed until at least June 18, 2020, at the earliest, assuming the Governor does not extend the order. He noted that the Governor had extended various parts of the orders many times so this could very well be extended again. Mr. Lambert stated if the order keeps getting extended, there will be a point that the City will have to decide to close for the summer as it will make zero sense to open the pool for a very short season.

Parks and Recreation Director Keith Abraham stated that in regard to pools opening back up he would have two categories. One would be facility preparation, and right now, due to not knowing what the Governor will do, they have not done anything with the Furman Aquatic Center. Normally by now staff would have gone in and power washed, touched up painting, started filling the pools, checking chemical levels, and make sure no repairs are needed. He noted that if the concession stand were to be opened as well, they would need to get everything ready in there as well, and the biggest problem would be having the products ready. The second category would be staffing, and right now, they have commitments from returning staff who are interested in coming back. They have had about 7-10 people that have said they would not be coming back. They do have 29 new lifeguards, seven of them are already certified and 22 are not. Only eight people at a time can go through the certification process, which would be three separate classes and 30-35 hours of training. He noted that on top of the lifeguards, there is training needed for all staff, and it is now more important than ever to have the training done especially with the new COVID-19 protocols. Smaller groups of training for the concession stands will need to be had in person. Mr. Abraham mentioned that some protections will need to be put in place. At the front gate, it is wide open and will need to do something to provide protection for the staff, and there will be number of other things that will need to be done. Policy-wise, they will need to limit the number of people entering the pool, and how to keep people in and out of the pool to keep the numbers at 50% along with social distancing, enforcement, and monitoring will be challenging. He commented that the Department will need at least three to four weeks to get ready.

Mayor Haila reiterated that, in regard to training staff, there were 22 lifeguards who still need the training. He wanted to know if those lifeguards were already hired, and if so, how would they be utilized if the Furman Aquatic Center does not open. Director Abraham explained that the 22 lifeguards have received contingent offers. They will be hired as lifeguards contingent on passing the certification test. He mentioned that his numbers may be off a little bit, but believed he had about 80 lifeguards who are returning. That number was higher, but a few of them declined to return this year due to COVID-19, but if all 29 new lifeguards are certified, they will have about 110 lifeguards. This number will be needed and doesn't take into consideration if any of the lifeguards decide to quit after getting started. All the guards would be put into rotation as some of the lifeguards only want to work five to ten hours a week while others want more hours.

Mayor Haila inquired if the lifeguards were already being paid. Mr. Abraham confirmed that they

were not. Mayor Haila questioned if the Council wanted to wait a couple more weeks to make a decision, the lifeguards would still not get paid, if the Council would still be hoping the pool would open, and could lose the opportunity to find another summer job. Mr. Abraham stated that would be correct, and that is a concern they have as more businesses re-open; their college students will seek other employment. Director Abraham mentioned that if they start losing staff, they may have to start closing amenities, delay openings, etc.

Council Member Betcher asked how many lifeguards it would take to run the Ames Municipal Pool. Mr. Abraham explained that if it is for open swim, there may be three to four lifeguards on duty at a time. The Furman Aquatic Center would have around 25 lifeguards on staff. Ames Municipal will not have any admissions or concession staff, but may have one person doing the admissions; this is normally done by the shift leader. The Furman Aquatics Center will have two to six staff members along with a shift leader to work the admissions and concession stand.

Mr. Abraham wanted to point out that due to COVID-19 they did not hire seasonal staff to work maintenance at the Furman Aquatic Center anyone for those positions this year. They have had some of the Recreation Managers out mowing the grounds and some will start working on flower gardens.

Mayor Haila pointed out that the Furman Aquatic Center is not yet filled with water. He asked if the City of Ames filled the pool to get everything running and the Governor decided to extend the Order what would the City incur to get the pool up and ready. Mr. Abraham stated he doesn't have that information as they may use full-time staff or salaried staff for some of the tasks. He would guess around \$20,000 to get things up and running. He noted for repairs, it would be a guess, as some years, they didn't need to repair anything, while other times, there have been major repairs done that have cost several thousands of dollars.

Council Member Martin explained that one thing mentioned in the Staff Report was the idea of possibly limiting the use of the Furman Aquatic Center or the Ames Municipal Pool to people in the local geographical area. He wanted to know if this would be workable to communicate to citizens that the pool would be open to only citizens who live nearby. Mr. Abraham stated that is one of the CDC recommendations: to limit the aquatic venue to only staff, patrons, and swimmers who live in the local area, if feasible. Director Abraham noted he had a long conversation with Nick Lenox, Parks and Recreation Director for Ankeny, and they are considering the same thing. They may require citizens to bring IDs, but that will be hard for kids to prove this. Mr. Abraham stated that if they do open and need to limit the number of people coming in, it will be a problem. He noted that Boone and Story City have already elected to close for the summer. The more pools that close will mean that those people will be going to other communities that do open their pools.

Council Member Martin asked if the Council moves to try to open the pool, would Mr. Abraham want to advocate for some kind of residency check. Mr. Abraham stated that first and foremost their

mission is to be here for the residents of Ames, and if City Council wants to open, that is something the Council should consider. Council Member Betcher asked if that was done would this be putting the burden on staff at the gate to act as the enforcers to keep out people who are not Ames citizens. Director Abraham confirmed that it would and is a big concern as a lot of the staff who would work the gate are between the ages of 14-17 years old. There are already times when they have closed tot time due to cooler temperatures and sometimes the staff gets berated. He noted that it could be done, but will not be easy. A number of people will be okay with waiting their turn or being turned away, but there will be some people who will get upset and be unruly.

Council Member Gartin stated that the Council has two decisions to make tonight. The Governor gave pools some leeway in respect to lap swimming and swimming lessons, and then the Council needs to make a decision to open the pools for general swimming. He wanted to know if Mr. Abraham knew the number of people who would do lap swimming and swimming lessons. Mr. Abraham stated, at the Furman Aquatic Center there would be around 30 lap swimmers a day from 11:00 a.m. to 1:00 p.m. The Ames Municipal Pool gets around 14-15 people who swim from 11:00 a.m. to 12:00 p.m., and then another 12-14 who will swim from 12:00 to 1:00 p.m. He noted for the swimming lessons, there are about 1800 lessons done throughout the course of the year, and a good number of those do happen during the summertime. Mr. Abraham guessed at around 800 swimming lessons are done during the summer between the two facilities.

Mayor Haila asked from a programming standpoint; does the City have the ability to use the Ames Municipal Pool all week or are there other activities happening. Director Abraham stated the Ames Cyclone Aquatics Club (ACAC) in the summertime move their practices down to the Furman Aquatics Center. Mr. Abraham stated they may have to balance with ACAC to work out a schedule.

Council Member Gartin asked for the number of kids who do open swim. Mr. Abraham stated for open swim at the Ames Municipal Pool, it would mainly be the Ames Community Preschool Center (ACPC) due to it being less crowded. At the Furman Aquatic Center, most of open swim are kids and families. They could have 1,000 to 1,200 people come through the gates, but on cold days, it could be a lot fewer. The pools are open around 100 days a year and the last couple of years the totals have been around 75,000 a year, which averages about 750 people a day, and this does include people who lap swim or do water walking.

Council Member Junck asked Mr. Abraham to speak about the CDC guidelines on cleaning, enforcement, and monitoring, as there are a lot of high-touch points at the Furman Aquatic Center, and how reasonably social distancing and cleaning could be done at the Furman Aquatic Center versus the Ames Municipal Pool. Mr. Abraham noted that at the Ames Municipal Pool, they don't have nearly as much equipment, fewer people, and would be easier to clean. At the Furman Aquatic Center, they would not be recommending the tubes to be used this year as the CDC is stating that any shared equipment should be cleaned after every use, and staff does not want to do this. The same

would be for chairs and lounge chairs, which would not be utilized this summer. In the Staff Report, it was mentioned about the possibility of putting sanitizer bottles out, but one of the concerns is there would be a lot of kids, and they wouldn't want the little kids to get into the chemical. Matt Cory who performs pool inspections in Story County, has recommended removing or blocking all deck chairs. Mr. Cory would be the one who would be doing the enforcement. The high-touch points, railings, etc., may only be done once a day. When lifeguards are changing shifts, the slides could be cleaned. Restrooms and locker rooms should be cleaned three to four times a day. Council Member Martin mentioned that the Staff Report stated that the CDC gives considerations. Mr. Abraham stated that would be correct as the CDC does give recommendations, but are not requirements.

Mayor Haila opened public comment.

Doug McCorkle, 1018 Vermont Court, Ames, stated he is a city taxpayer and has been a customer of the Parks and Recreations facilities for the past several years. He mentioned that the Council may have already seen his letter, but he wanted to continue to encourage the Council to re-open the Ames Municipal Pool for programmed use, especially as the Governor has already recommended. It would be a great benefit to the City for the participants who have used it in the past. Mr. McCorkle felt there was a great core group of citizens who enjoy the use of the facility and have really missed the use. He noted that he understood the Ames Municipal Pool could open fairly quickly and understands the numerous challenges with the Furman Aquatic Center. As the Governor has outlined. The Ames Municipal Pool offers a near-term solution to at least taking a small step forward to bringing back some normal operations to the City aquatic facilities. Mr. McCorkle explained that, per his understanding, the Governor's Proclamation today would allow ACAC or club practices to be started in an orderly fashion as of June 1, 2020.

Frank Feilmeyer, 2510 Somerset Drive, Ames, echoed Mr. McCorkle's comments. He is a lap swimmer, master swimmer, and a Board Member of the ACAC. Mr. Feilmeyer wanted to emphasize that no one underestimates the difficulty of opening the Furman Aquatic Center, and if a decision is to be made about opening one or the other, and the Ames Municipal Pool is able to open at a lesser cost, then he would prefer that the City does that. He understands it is a difficult decision for the Council to make regarding opening the pools, but the CDC guidelines are a little bit less stringent than what the Staff Report mentioned. The CDC guidelines have regular touch surfaces being recommended to have cleansed once a day. ACAC coaching staff is ready to work with City staff to work on pool times in an orderly fashion. The Governor's proclamation today did allow recreation activities and swimming. Most master swimmers and lap swimmers are able to maintain social distancing. Mr. Feilmeyer stated that the pool helps with a lot of people's health concerns.

Marcus Johnson, 1415 Duff Avenue, Ames, said he appreciated the difficulty of the decision that the Council has to make regarding the swimming pools. He stated that one of the problems is the lack of information and the changing guidelines on cleansing surfaces. A report from the CDC stated

that surfaces are not a major factor in transmitting COVID-19 now, and now may not be as big of a deal as the beginning. There are a lot of families that this is a really big deal for and he would recommend holding off on making a decision a bit longer. Things are changing from day to day as he is not sure what to with his pub, Mucky Duck, at this time as well. Mr. Johnson recommended waiting a few more weeks to see what happens. He noted that he does not envy the Council with making this decision as there are a lot of people who would be very sad about closing the pools, but if it is the right thing to do, then so be it.

Mayor Haila closed public input when no one else requested to speak.

Council Member Gartin commented that closing facilities was the easy part, but when trying to decide if they should re-open facilities, it is hard. A lot of information was given by staff, but noted that it is important to do a cost analysis, as they do in many situations, and look holistically at the analysis; that had not been done yet. He pointed out that the Council has not looked at the cost of keeping the facilities closed. Mr. Gartin mentioned that it would be difficult to quantify the costs, but he believed it will be a cost to the children and families if the Council doesn't open the pools. He explained that about 90% of the emails the Council received were in favor of the pools opening. That the community is telling the Council something, and they should listen to them. Secondly, the benefits need to be looked at. The schools have closed, and kids have lost a lot. Mr. Gartin explained the cost of \$20,000 in a \$250 million budget is really a negligible cost. He understands the City is trying to keep budgets down due to constraints, but \$20,000 is not an issue for the City. He was more concerned about the challenges for staff as he wants to be sensitive to that, but he believes the staff can be creative and get it done.

Mayor Haila stated that he wanted to add that the feedback received was to open up the Furman Aquatic Center, but the point is, does that mean to open the slide and everything as it was last summer or to open the pool for swim lessons and lap swimming only. He noted that is part of the issue and that is why he asked the City Attorney to weigh in. The City does not have any option to open until at least June 18 at this time. If the City is going to bank on the hope that the pool could open up by June 18, the pool will still need to be filled, people will need to be hired, and if the Governor extends the Order, then what. Mayor Haila stated he wants the public to understand that the Council has a lot of moving parts, but their hands are tied right now for recreational swimming. Council Member Gartin stated what the Council would be doing is putting into place a process in anticipation that the Governor will open pools for general swimming. Mr. Gartin mentioned that when looking at the Iowa COVID-19 data there is not one person under the age of 18 that has contracted COVID-19 in the State of Iowa.

Council Member Junck stated what she tends to think about with this decision is "what is the worst that could happen?" If the Council closes the pool for the summer, it is definitely a cost to the residents and the City revenue, but if the Council decides to open the pool and people come from

neighboring communities, that may lead to an outbreak and students won't feel safe coming back to Ames in the fall. It is the health and safety of the residents of Ames and for future residents, and that is what the Council has been trying to prevent this entire time. Ms. Junck mentioned that the Council wants to make sure that Iowa State University is able to open in the fall and to help others feel safe. She noted that her main concern is safety.

Council Member Corrieri stated she would agree with Ms. Junck as she sympathizes with the kids and the families across the community, as she has two of her own at home who are aching to get out and be with their friends, but she has a number of concerns. She is concerned about the staff regarding the burden that will be placed on them and also the health risk by giving them the impossible task of keeping people socially distanced in this type of environment. Ms. Corrieri commented that she is more comfortable with the possibility of opening the Ames Municipal Pool because it is a much more controlled environment. If anyone has ever been to the Furman Aquatic Center on a good day, it is impossible to walk anywhere without rubbing against someone. This is a risk and a burden that will be placed on staff and the citizens. While the risk to children is low, they need to protect the most vulnerable and that is protecting not only the healthcare workers, but all the essential workers.

Council Member Martin stated that he likes to think of this as an optimistic trajectory. He understands there is a worst-case scenario and needs to be aware of this, but it is also appropriate to consider what the probability of the worst-case scenario is. Mr. Martin explained that there are a lot of sources of information given to the Council, but what they do have is the State Public Health Department advising the Governor, and based on that advice, the Governor is starting to re-open the state. He commented that the Council should at least open the Ames Municipal Pool. Logistically re-opening the Furman Aquatic Center would be a lot to ask staff, and he felt it is something that a lot of citizens would want. Based on what information they are getting from the Department of Public Health, it doesn't seem that re-opening the Furman Aquatic Center would cause a spread of COVID-19.

Council Member Corrieri believes that because there is so much unknown, there are so many other communities deciding to close their pools for the summer. A piece of that is due to all the information that is being provided and the leaders are not wanting to take the risk.

Council Member Beatty-Hansen mentioned that this is a tough decision, but she would like to see at least the Ames Municipal Pool to be opened. The Furman Aquatic Center would be a lot more challenging to open and more of a risk to staff. She noted that being outdoors is attractive for the Furman Aquatic Center, and the risk is somewhat limited in outdoor circumstances.

Council Member Betcher stated she agrees with Council Members Corrieri and Junck. She is in favor of opening the Ames Municipal Pool. Ms. Betcher commented that what she would add is that,

a couple of weeks ago, the Council voted to close many of the Special Events through the rest of the summer, and at that time the Council was told by Director Abraham that the Furman Aquatic Center should be the last thing to open. Ms. Betcher commented that, at that time, the Council voted unanimously to trust staff's recommendation and to apply the criteria. What she sees in the Staff Report is the application of the criteria that the Council previously voted on. She doesn't believe that she should be making the decision to open the pools when there are people who are studying this in much greater detail, looking at the staff consequences, and the consequences for the citizens in light of the CDC and various other association recommendations. Staff is much more informed about what is advisable at this stage and what is not. Ms. Betcher stated she completely stands behind the staff's assessment about how difficult opening the Furman Aquatic Center would be, but also knows that the Ames Municipal Pool is not flagged the same way. She would support opening the Ames Municipal Pool, but would not support opening the Furman Aquatic Center at this time.

Mayor Haila mentioned there are three bodies of water for the Council to think about: the Ames Municipal Pool, Brookside wading pool, and the Furman Aquatic Center.

Moved by Betcher, seconded by Corrieri, to open the Ames Municipal Pool as soon as the City is able to safely to so.

Mayor Haila inquired if the motion included allowing staff to determine the guidelines. Council Member Betcher confirmed that it did.

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

Mayor Haila noted that the Brookside Park wading pool hasn't been discussed at all, but it also is a body of water. Mr. Abraham stated that splash pads and wading pools are still closed per the Governor's Order. City Manager Schainker asked about the logistics of opening the wading pool. Mr. Abraham explained that they could open it back up as it is a very small body of water. With the recommended social distancing, they may be able to get about 30 people into the area, but a lot of times parents come in with the kids. Generally, the kids bring their own toys. Mayor Haila inquired if staff is stationed at Brookside Park. Director Abraham explained that they do as staff has to fill the pool every day and check on the chemicals. There is an admission charge to the wading pool. Council Member Betcher inquired if the staff who would be filling and draining the pool everyday was part of the maintenance staff who haven't been hired yet. Mr. Abraham stated that it is generally one of their admissions staff who would go over and open the pool etc. Council Member Martin asked Mr. Abraham what staff's recommendation would be for re-opening the Brookside Park wading pool. Mr. Abraham stated the staff recommendation would be to keep it closed, although this is an option for the youth who are in the range of 1-7 years old. Mayor Haila inquired if there would be any concerns about social distancing and keeping the capacity below 50%. Mr. Abraham stated it is very difficult to tell the kids they can't do something, and with this age group, it is hard to keep

the kids social distancing. He noted that the Parks and Receptions department is looking at not having some of their preschool programs because social distancing is very difficult.

Moved Gartin, seconded by Martin, to open the wading pools contingent upon the Governor's decision to open wading pools.

Council Member Betcher stated she was torn on this one as well as it would be hard to maintain the social distancing.

Council Member Gartin commented that there is chlorine in the pool and it is outdoors, which seemed to be a pretty safe arrangement to him.

Vote on Motion: 3-3. Voting aye: Beatty-Hansen, Gartin, Martin. Voting nay: Betcher, Corrieri, Junck. Motion failed.

Moved by Gartin, seconded by Martin, to open the Furman Aquatic Center upon the Governor opening pools in Iowa.

Council Member Gartin stated that the Council talks a lot about the importance of receiving public input. He noted that the public has given input, and the question is if the Council is going to listen to it or not. Mr. Gartin mentioned that if the City of Ames has the courage to open the Furman Aquatic Center and give the children an opportunity to enjoy their summer, he believed that it will cause communities all over Central Iowa to revisit their decisions. He felt that communities will look to the City of Ames as an example and consider their own situations differently. Mr. Gartin mentioned that this is an opportunity for the City of Ames to take a leadership position.

Moved by Gartin, seconded by Martin, to amend the motion to include the opening of the Furman Aquatic Center upon the Governor opening pools in Iowa, and to defer to staff in terms of implementing appropriate hygiene and other best standards for the opening.

Mayor Haila asked for a point of clarification and that it would defer to staff to determine whether the slide is open, the inner tubes are used, and whether to utilize the lawn chairs or not. Council Member Gartin stated that he believes it is the Council's responsibility to make broad policies and it is up to staff to implement and think through those details. Mr. Gartin wanted to point out that if everyone's mindset was to think of the worst that could happen, they might as well go home as that will shackle and paralyze them.

Vote on Motion: 3-3. Voting aye: Beatty-Hansen, Gartin, Martin. Voting nay: Betcher, Corrieri, Junck. Motion failed.

Moved Junck, seconded by Betcher, to direct staff to close the Furman Aquatic Center for the 2020 season.

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

Council Member Beatty-Hansen explained that the Mayor can break a motion if he is inclined to do so.

Mayor Haila elected to vote aye. Motion passed.

Moved by Betcher, seconded by Junck, to close the Brookside wading pool for the year.

Council Member Gartin stated the wading pool is basically just adding water and why would the Council want to take this away from the children. Mayor Haila inquired as to what would be required to open the wading pool. Mr. Abraham stated they would need to install a pump and make sure everything is up and running, which would take a day or two and then staff would need to be trained on how to fill the pool and check the chlorine levels.

Council Member Corrieri asked why the Council couldn't put the wading pool along with the Ice Rink and make it staff's decision.

Vote on Motion: 1-5. Voting Aye: Betcher. Voting Nay: Beatty-Hansen, Corrieri, Gartin, Junck, Martin

Motion failed.

Moved by Corrieri, seconded by Betcher, to allow staff to determine whether or not the Brookside wading pool opens for the summer based on the guidelines that were approved at the prior City Council meeting.

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

Fireworks: City Manager Schainker stated that the Council had asked staff to have further discussions with Iowa State University (ISU) and the Ames Convention and Visitor's Bureau (ACVB) about their plans regarding this event. The City does not have control of this event, but does control the display of the fireworks. The event is typically on ISU grounds and the bulk of the crowd parks over by Hilton Coliseum. Mr. Schainker explained that, as part of the City's contract with ACVB, a part of the money that is given to ACVB from the hotel/motel tax is with the understanding that ACVB will pay for and administer the 4<sup>th</sup> of July fireworks each year. He stated that staff had further discussions, and it was recommended to not have the 4<sup>th</sup> of July fireworks this year. If the Council decided to cancel the 4<sup>th</sup> of July fireworks, there was a suggestion that the ACVB be given the money they would have spent on fireworks to help with its budget. Mr. Schainker commented

that there were some discussions about having a fireworks show for the community later in the year, maybe in conjunction with an ISU game or some other event.

Council Member Betcher stated this was discussed at the ACVB meeting last week, and it was mentioned to have some fireworks at a later time this year in some other context. She mentioned that, in regard to the funding if the ACVB received the funding without doing the 4<sup>th</sup> of July fireworks, she knows that the budget could certainly use the money, but there is still a question if ACVB would pay for later fireworks as no determination was made.

Mr. Schainker stated the Council needs to apply the criteria that were presented on May 12, 2020. It is not just a time to shoot off fireworks, but also a time where a lot of people gather for a few hours to socialize.

Council Member Gartin stated that his family goes to see the fireworks every year. People generally sit with their family in lawn chairs, and he doesn't see a risk in that. He explained that if the City doesn't have the fireworks, there are going to be different kinds of fireworks going off in the City. Mr. Gartin felt there would be fireworks all over town on personal property.

City Manager Schainker explained that the direction needed from the Council would be to let ACVB know if the City wanted to continue to have the fireworks on the 4<sup>th</sup> of July or not. If the City wants to continue to have fireworks, they will need to find another location.

Council Member Beatty-Hansen stated there is something to be said for supporting ISU's preference. If the City knows that ISU is not interested, and the City says "no" as well, the City would be supporting ISU's preference. She is supportive of being a good partner with ISU, and also due to the extreme lack of funding that ACVB is already going to see, conserving the money would be a good decision at this time.

Council Member Betcher stated that ACVB is in agreement with the discussions between ISU and the City and wanted to ensure that the City does everything possible to bring students back in the fall and not risk people's health by having a giant gathering, which ISU does not want to police.

Council Member Gartin commented that people don't sit together, and people are already social distancing as they come in their cars, have food, and then leave after the fireworks. He stated he didn't understand why this event would be such a great risk. Council Member Betcher explained that the ISU Police Officers have to interact with multiple individual groups that may be acting unruly.

Mayor Haila stated he wants to support what Council Member Beatty-Hansen stated earlier. Every Thursday night the Story County Emergency Management hosts a Zoom conference meeting where most of the Mayors from Story County attend along with Story County Supervisors, and ISU Police.

He stated that if ISU's preference is to not have the event to protect its staff, it would be what is best for the community and it would be an affirmation to work together as a community.

Mayor Haila asked if any member of the public wished to comment.

City Manager Schainker asked Mr. Phillips how much was budgeted for the fireworks. Assistant City Manager Brian Phillips stated that, under the terms of the agreement, ACVB receives five of every seven sent of the Hotel/Motel Tax revenues from the City. In exchange, the agreement provides that ACVB is to finance "activities and programs that encourage conventions or events, enhance visitors' experience, and improve the quality of life for residents, including the annual 4<sup>th</sup> of July fireworks display.

Moved by Junck, seconded by Corrieri, to go with Option 1: to not proceed with a 4<sup>th</sup> of July fireworks display for 2020, and to adopt RESOLUTION NO. 288 waiving the requirement in Ames Convention and Visitor's Bureau (ACVB) Contract to spend a portion of its funding allocation on fireworks.

Council Member Martin commented that it is important to note that the three large entities have all agreed that the fireworks shouldn't happen on the 4<sup>th</sup> of July.

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

Iowa Games: City Manager Schainker stated that to date the Iowa Games plans on coming to Ames, but on a scaled-back effort. The only facility that is being asked to be used is the Carroll Marty Disc Golf Course in Gateway Hills Park. He noted that in a couple of weeks organizers should know if the Iowa Games is going to be canceled in full.

Moved by Betcher, seconded by Junck, to allow Iowa Games to host its disc golf event (July 18) at Carroll Marty Disc Golf Course.

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

Resource Recovery Plant: Mr. Schainker stated that they opened the Resource Recovery Plant administratively to accept self-drop offs from individual cars and trucks. Starting in early June, they will reinstitute the Household Hazardous Waste collection service based on scheduled appointments.

Dog Park: City Manager Steve Schainker stated that the dog park was not closed by the Governor, but closed by staff. Citizens would like to have the dog park re-open.

Moved by Martin, seconded by Junck, to re-open the dog park.  
Vote on Motion: 6-0. Motion declared carried unanimously.

Skate Park: Parks and Recreations Director Keith Abraham commented that, per the Governor's order the Skate Park is not allowed to be open. The Skate Park will be allowed to be open as of June 1, 2020, per the Governor. Mr. Schainker stated that the Council could elect to keep the skate park closed or they can allow it to re-open.

Mayor Haila stated, from a policy standpoint, there is playground equipment that can be opened in a few days, Skate Park, and the ice arena. He inquired if Administration wanted direction from the Council. As the Governor starts re-opening recreational facilities, the Council can give direction tonight to avoid coming back to the Council for further direction. Mr. Schainker noted the Council could do all four at once or individually. He mentioned that the Skate Park, dog park, and playgrounds could be re-opened immediately. The Ice Arena could open, but will need a little time to get it staffed and ready to open. Director Abraham mentioned that, at the May 12, 2020, meeting the Council did give the authority to staff to open the Ice Arena. He noted he has been working with user groups and is hoping to have the Ice Arena open as of June 1, 2020, per the Governor's Orders, and hopefully, the following weekend to start hosting some rentals. Regarding playgrounds, prior to the Governor's Orders, the City of Ames and the School District jointly closed the playgrounds. He felt that if the City of Ames is going to open their playgrounds, a conversation should be had with the School District advising them of this.

Moved by Betcher, seconded by Beatty-Hansen, to open the Skate Park as soon as possible per the Governor's Order.  
Vote on Motion: 6-0. Motion declared carried unanimously.

Playground Equipment:

Moved by Martin, seconded by Beatty-Hansen, to open the playground equipment as soon as possible per the Governor's Order.  
Vote on Motion: 6-0. Motion declared carried unanimously.

Mayor Haila recessed the meeting at 8:57 p.m., and reconvened it at 9:05 p.m.

**FINAL PLAT FOR 321 STATE AVENUE:** Planning and Housing Director Kelly Diekmann stated they are presenting the Final Plat, which is consistent with the Preliminary Plat, and staff is available for questions.

Mayor Haila inquired if the Council will see a phased plan for improvements in the future. Mr. Diekmann confirmed that when they get to the public improvements plans and start the alternates and the bid packages, they will have a better understanding of the phasing.

No public input was received.

Moved by Junck, seconded by Beatty-Hansen, adopting RESOLUTION NO. 20-289 approving the Final Plat for 321 State Avenue.

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

**MINOR AMENDMENT TO URBAN FRINGE PLAN LAND USE FRAMEWORK MAP FOR LAND ADDRESSED AS 831 E. RIVERSIDE ROAD (BISHOP FARMS):** Mr. Diekmann stated that there was nothing new on this request. He informed the Council that staff did speak with Story County, and it is possible the boundary could be reduced through the Board of Supervisors review, but would not be an enlargement of the request. Director Diekmann commented that he assured Story County that if any change was made of 15 acres or less based on the application, the City would proceed with approval.

The Mayor asked if there was any member of the public who wished to speak. No one requested to comment.

Moved by Corrieri, seconded by Betcher, to adopt RESOLUTION NO. 20-290 approving a Minor Amendment to the Urban Fringe Plan Land Use Framework Map for the land addressed as 831 E. Riverside Road (Bishop Farms).

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

**MIDCONTINENT INDEPENDENT SYSTEM OPERATOR (MISO) MARKET PARTICIPANTS SERVICES SOFTWARE:** Electric Services Director Don Kom stated that Collin Dettmann and himself are available for any questions.

The Mayor asked, but no member of the public wished to speak.

Moved by Gartin, seconded by Corrieri, to adopt RESOLUTION NO. 20-299 awarding a three-year contract to MCG Energy Solutions, LLC, of Minneapolis, Minnesota, for Midcontinent Independent System Operator (MISO) Market Participant Services Software in the amount of \$328,476.75.

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

**HEARING ON POWER PLANT BOILER MAINTENANCE SERVICES CONTRACT (UNITS 7 & 8):** Mayor Haila declared the public hearing opened. He declared it closed after there wasn't anyone wishing to speak.

Moved by Gartin, seconded by Betcher, to accept the Report of Bids and delay award.  
Vote on Motion: 6-0. Motion declared carried unanimously.

**HEARING ON 2020/21 AIRPORT IMPROVEMENTS PROGRAM (ELECTRICAL VAULT & LIGHTING PROJECT):** The public hearing was opened by the Mayor. He closed the hearing after no one asked to speak.

Moved by Gartin, seconded by Corrieri, to adopt RESOLUTION NO. 20-292 approving the final plans and specifications and awarding a contract to Kimrey Electric, of Urbandale, Iowa, in the amount of \$447,055.60, conditional upon receipt of an approved FAA grant for each portion of the project.

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

**HEARING ON ELECTRIC DISTRIBUTION PARKING LOT RECONSTRUCTION PROJECT:** The public hearing was opened by the Mayor. He closed the hearing after no one asked to speak.

Moved by Betcher, seconded by Junck, to adopt RESOLUTION NO. 20-293 approving the final plans and specifications and awarding a contract to Con-Struct, Inc., of Ames, Iowa, in the amount of \$218,003.80.

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

**HEARING ON FINAL AMENDMENTS TO FISCAL YEAR 2019/20 BUDGET:** Finance Director Duane Pitcher stated that he and Budget Manager Nancy Masteller were available for questions. He stated that the information was the same as what was presented in April. The report shows the final Budget Amendments to the FY 2019/20 budget. Director Pitcher commented that there was a fair amount of revenue deductions due to COVID-19 and noted that there were a few areas that were their best estimate. Staff made adjustments to expenses, which in most cases, will off-set the revenue reduction at least for the rest of the fiscal year.

Council Member Betcher questioned about the change the Council will be making to change the name of the GSB to Student Government. The budget books for FY 2019/20 and FY 2020/21 reflect the name of the GSB in multiple places. She wanted to know if the Council needed to make a motion to change this in the budget books or is it something that can be done administratively. Ms. Mastellar stated staff could edit the name.

The Mayor opened the public hearing and closed it after there was no one wishing to speak.

Moved by Betcher, seconded by Junck, to adopt RESOLUTION NO. 20-294 amending the current budget for Fiscal Year ending June 30, 2020.

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

**ORDINANCE UPDATING NAME OF IOWA STATE UNIVERSITY STUDENT GOVERNMENT IN AMES MUNICIPAL CODE SECTION 26A:** Moved by Corrieri, seconded by Junck, to pass on first reading an ordinance updating the name of the Iowa State University Student Government in Ames *Municipal Code* Section 26A.

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

**ORDINANCE RELATING TO TRASH AND RECYCLING COLLECTION AREAS IN COMMERCIAL ZONES:** Moved by Corrieri, seconded by Betcher, to pass on second reading an ordinance relating to trash and recycling collection areas in commercial zones.

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

**ORDINANCE EXTENDING INDUSTRIAL TAX EXEMPTION ORDINANCE UNTIL 2030:** Moved by Gartin, seconded by Betcher, to pass on second reading an ordinance extending the Industrial Tax Exemption Ordinance until 2030.

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

**ORDINANCE RELATING TO INDUSTRIAL USE PARKING REQUIREMENT:** Moved by Gartin, seconded by Betcher, to pass on third reading and adopt ORDINANCE NO. 4412 relating to the industrial use parking requirement.

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

**DISPOSITION OF COMMUNICATIONS TO COUNCIL:** Mayor Haila mentioned that there were eight items listed. The first item was a memo from Damion Pregitzer, Traffic Engineer regarding a response to a citizen inquiry about safety concerns at the intersection of 6<sup>th</sup> Street and Northwestern Avenue.

City Manager Schainker commented that the first two items on the disposition memo were from Mr. Pregitzer outlining what his program of work would be to follow up on the requests. He noted that Mr. Pregitzer was prepared to move ahead with traffic studies for both areas.

Moved by Martin, seconded by Beatty-Hanson, to have staff initiate the study as outlined in the memo from Mr. Pregitzer.

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

The second item was another memo from Mr. Pregitzer in response to a citizen inquiry about having a traffic study done in Southwest Ames.

Moved by Martin, seconded by Beatty-Hansen, to have staff initiate the studies as described in the Staff Report.

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

Mayor Haila explained that the third request was a letter from Drew Kamp requesting to waive the parking meter fees and fines in Downtown and Campustown from May 28 to June 1, 2020.

Moved by Martin, seconded by Junck, to deny the request from Drew Kamp requesting to waive the parking meter fees and fines in Downtown and Campustown from May 20 to June 1, 2020.

Council Member Gartin asked Mr. Schainker to speak about this item in regard to the financial aspect of the request. City Manager Schainker stated if the Council looked at the prior information that was given by the Finance Department, it will show that the Parking Fund is down approximately a quarter of a million dollars. He commented if another week would make it any worse than it is now probably not, but it is pretty bad now. Mr. Schainker told the Council Members that they needed to decide if the waiving of the parking meters will be an incentive to come down to shop and generate for Local Option Sales Tax money or not. Council Member Gartin stated he was originally against this, but he doesn't know that the fiscal impacts are as pressing for the small amount of time that is being asked. He felt this could be an olive branch to some businesses to allow them the free parking. He noted that he would be in support of approving the request.

Council Member Martin explained that he felt it was unhealthy to use the parking system as an incentive and would rather be consistent.

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

The fourth request was a packet from Elizabeth Erbes, Chair of Ames Main Street Design Committee, regarding information about potential streetscape improvements. Mayor Haila suggested to the Council to take the information from Ms. Erbes into future consideration. Assistant City Manager Schildroth explained that the packet was for information purposes only and no action is required.

Council Member Gartin inquired if a thank you note could be sent to Ms. Erbes as a lot of information was gathered. Mayor Haila commented that he would be happy to send a letter of

appreciation.

City Manager Schainker mentioned that the Council already addressed Item 5, which was a letter from Doug McCorkle with input about considering re-opening the City's aquatics facilities. His request was addressed under Item No. 45b on the Agenda.

Mr. Schainker stated that Items 6 and 7 on the disposition memo deal with changes to the Ames Urban Fringe Plan and recommended referring the request to Kelly Diekmann, Planning and Housing Director, for a memo.

Moved by Betcher, seconded by Junck, to request a memo from staff regarding the requests from Scott Larson and Blake Jensen for a Ames Urban Fringe Plan Amendment.

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

The last item was a staff report regarding neighborhood geothermal pilot project at 321 State Avenue. City Manager Schainker explained that the next step is to hire an engineer to design it and get a cost estimate. A decision will then need to be made regarding the estimated payback to see if the Council is interested in moving forward with the public infrastructure for 321 State Avenue. If not going forward with the geothermal, staff will need to change the infrastructure a little bit. Staff is trying to develop a pilot project in a subdivision, and it may prove that the numbers don't justify having geothermal heating. The goal is to have the residents be able get some savings on their utility bills, but they are primarily doing this to reduce the City's carbon footprint.

**COUNCIL COMMENTS:** Council Member Junck wanted to thank everyone for the received input on all the decisions that the Council had to make. The Council had read through all the emails and it was not an easy decision to make, but she is thankful the community gave them a lot of input to consider.

Council Member Gartin commented that tonight's meeting was hard. There was a healthy discussion and . The Council took different positions, and those decisions are respected.

Council Member Betcher echoed what Council Member Junck had said about thanking everyone for their input. She hoped that people will be finding ways to enjoy the outdoors without the Furman Aquatic Center being open. Ms. Betcher informed the Council that the National League of Cities will be hosting an online summer leadership summit at no charge, and if any, of the Council Members are interested in participating, she will send them the information. The online summit will be from June 16-19, 2020.

Mayor Haila stated he agreed with Council Member Gartin as the conversations the Council had tonight were not easy. He commented that everyone knows that the Council wants everything to go back to normal. Mayor Haila said he trusts that the Ames community understands that the Council is passionate about doing the right thing for the community, staff, and partnerships.

**ADJOURNMENT:** Moved by Beatty-Hansen to adjourn the meeting at 9:41 p.m.

---

Amy L. Colwell, Deputy City Clerk

---

John A. Haila, Mayor

---

Diane R. Voss, City Clerk



# REPORT OF CONTRACT CHANGE ORDERS

<b>Period:</b>	<input type="checkbox"/>	1 <sup>st</sup> – 15 <sup>th</sup>
	<input checked="" type="checkbox"/>	16 <sup>th</sup> – End of Month
<b>Month &amp; Year:</b>	May 2020	
<b>For City Council Date:</b>	June 9, 2020	

Department	General Description of Contract	Contract Change No.	Original Contract Amount	Contractor/ Vendor	Total of Prior Change Orders	Amount this Change Order	Change Approved By	Purchasing Contact (Buyer)
Public Works	2017/18 Shared Use Path Expansion (West Lincoln Way)	1	\$193,618.93	Manatt's Inc.	\$0.00	\$1,100.00	D. Pregitzer	MA
Transit	CyRide Bus Wash Renovation	1	\$617,300.00	HPC, LLC	\$0.00	\$4,793.00	R. Leners	MA
Transit	CyRide Bus Wash Renovation	2	\$617,300.00	HPC LLC	\$4,793.00	\$-(74.00)	R. Leners	MA
Public Works	2014/15 Storm Water Facility Rehabilitation Program (Somerset Subdivision Pond Improvements)	2	\$322,997.00	Con-Struct, Inc.	\$1,323.00	\$-(6,241.30)	T. Warner	MA
Public Works	2017-18 Shared Use Path Maintenance (Daley Park)	1	\$95,025.50	Manatt's Inc.	\$0.00	\$-(3,886.10)	J. Joiner	MA
			\$		\$	\$		

<b>Name of Applicant:</b> <u>Texas Roadhouse Holdings LLC</u>		
<b>Name of Business (DBA):</b> <u>Texas Roadhouse</u>		
<b>Address of Premises:</b> <u>519 South Duff Avenue</u>		
<b>City</b> <u>Ames</u>	<b>County:</b> <u>Story</u>	<b>Zip:</b> <u>50010</u>
<b>Business</b> <u>(515) 232-7427</u>		
<b>Mailing</b> <u>6040 Dutchmans Lane</u>		
<b>City</b> <u>Louisville</u>	<b>State</b> <u>KY</u>	<b>Zip:</b> <u>40205</u>

**Contact Person**

<b>Name</b> <u>Laura Young</u>
<b>Phone:</b> <u>(502) 638-5469</u> <b>Email</b> <u>laura.young@texasroadhouse.com</u>

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

**Term:** 12 months

**Effective Date:** 07/02/2020

**Expiration Date:** 07/01/2021

**Privileges:**

Catering Privilege

Class C Liquor License (LC) (Commercial)

Sunday Sales

**Status of Business**

<b>BusinessType:</b> <u>Limited Liability Company</u>
<b>Corporate ID Number:</b> <u>XXXXXXXXXX</u> <b>Federal Employer ID</b> <u>XXXXXXXXXX</u>

**Ownership**

**W. Kent Taylor**

**First Name:** W. Kent

**Last Name:** Taylor

**City:** Crestwood

**State:** Kentucky

**Zip:** 40014

**Position:** Chief Executive Officer

**% of Ownership:** 0.00%

**U.S. Citizen:** Yes

**Texas Roadhouse, Inc. (Publicly**

**Traded Company)**

**First Name:** Texas Roadhouse, Inc.

**Last Name:** (Publicly Traded Company)

**City:** Louisville

**State:** Kentucky

**Zip:** 40205

**Position:** Manager/Owner

**% of Ownership:** 100.00%

**U.S. Citizen:** Yes

**Chris Jacobsen**

**First Name:** Chris

**Last Name:** Jacobsen

**City:** Anchorage

**State:** Kentucky

**Zip:** 40223

**Position:** Chief Marketing Officer

**% of Ownership:** 0.00%

**U.S. Citizen:** Yes

**Tonya Robinson**

**First Name:** Tonya

**Last Name:** Robinson

**City:** Shelbyville

**State:** Kentucky

**Zip:** 40065

**Position:** Chief Financial Officer

**% of Ownership:** 0.00%

**U.S. Citizen:** Yes

**Doug Thompson**

**First Name:** Doug

**Last Name:** Thompson

**City:** Louisville

**State:** Kentucky

**Zip:** 40222

**Position:** Chief Operating Officer

**% of Ownership:** 0.00%

**U.S. Citizen:** Yes

### Insurance Company Information

<b>Insurance Company:</b> <u>Twin City Fire Insurance Company</u>	
<b>Policy Effective Date:</b> <u>07/02/2020</u>	<b>Policy Expiration</b> <u>07/02/2021</u>
<b>Bond Effective</b>	<b>Dram Cancel Date:</b>
<b>Outdoor Service Effective</b>	<b>Outdoor Service Expiration</b>
<b>Temp Transfer Effective</b>	<b>Temp Transfer Expiration Date:</b>

Applicant License Application ( LC0040076 )

Name of Applicant: <u>Lucullans LLC</u>		
Name of Business (DBA): <u>Bar la Tosca</u>		
Address of Premises: <u>400 Main St</u>		
City <u>Ames</u>	County: <u>Story</u>	Zip: <u>50010</u>
Business	<u>(515) 291-2949</u>	
Mailing	<u>303 Welch Ave. #101</u>	
City <u>Ames</u>	State <u>IA</u>	Zip: <u>50014</u>

Contact Person

Name	<u>Jonathan Reed</u>		
Phone:	<u>(515) 291-2949</u>	Email	<u>jonathanreed7@gmail.com</u>

Classification Class C Liquor License (LC) (Commercial)

Term: 12 months

Effective Date: 06/04/2020

Expiration Date:

Privileges:

Class C Liquor License (LC) (Commercial)

Status of Business

BusinessType:	<u>Limited Liability Company</u>		
Corporate ID Number:	<u>XXXXXXXXXX</u>	Federal Employer ID	<u>XXXXXXXXXX</u>

Ownership

Jonathan Reed

First Name: Jonathan

Last Name: Reed

City: Ames

State: Iowa

Zip: 50014

Position: Owner

% of Ownership: 100.00%

U.S. Citizen: Yes

Insurance Company Information

Insurance Company:	<u>Society Insurance</u>		
Policy Effective Date:	<u>06/12/2020</u>	Policy Expiration	<u>06/12/2021</u>
Bond Effective	Dram Cancel Date:		
Outdoor Service Effective	Outdoor Service Expiration		
Temp Transfer Effective	Temp Transfer Expiration Date:		

# MEMO



**To:** Mayor John Haila and Ames City Council Members  
**From:** Lieutenant Tom Shelton, Ames Police Department  
**Date:** May 14, 2020  
**Subject:** Beer Permits & Liquor License Renewal Reference City Council Agenda

The Council agenda for June 9, 2020 includes beer permits and liquor license renewals for:

- Class C Liquor License with Cater Privilege and Sunday Sales – Texas Roadhouse, 519 South Duff Avenue
- Class C Liquor License with Catering Privilege and Sunday Sales – Jethro’s BBQ, 1301 Buckeye Avenue
- Special Class C Liquor License with Outdoor Service and Sunday Sales with Class B Wine Permit – Bar La Tosca, 400 Main Street

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

**RESOLUTION NO.**

**A RESOLUTION ADOPTING NEW AND REVISED FEES  
FOR THE CITY OF AMES, IOWA**

**BE IT RESOLVED** by the City Council for the City of Ames, Iowa, that the following fees shall be adopted or adjusted to recover the approximate actual costs of city services from those who use and benefit from these services.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Ames, Iowa, that fees shall be adopted as follows:

**SECTION ONE.** The following Municipal Cemetery Fees are hereby adopted or adjusted effective July 1, 2020, and codified as Appendix A.

**FEES FOR AMES MUNICIPAL CEMETERY**

Effective July 1, 2020

**Lots**

Adult	\$599.20/space	\$149.80 perpetual care <sup>1</sup>
Infant	\$150.00/space	\$50.00 perpetual care <sup>1</sup>

**Interment (Does not include price of lot)**

**Full Burial:**

Adult	\$749.00
Infant	\$250.00
Weekend/Holiday – Adult <sup>2</sup>	\$1,043.25
Weekend/Holiday – Infant <sup>2</sup>	\$350.00

**Cremation:**

Adult	\$428.00
Weekend/Holiday <sup>2</sup>	\$508.25

For interments that require

Winter rate, add:	\$200.00
-------------------	----------

**Columbarium**

Niche, Interment, and Plaque	\$2,500.00
( \$256.80 for perpetual care <sup>1</sup> )	

**Disinterment:**

based on actual costs of time and materials;  
minimum charge is 2 x current charge for interment

**Markers & Memorials**

Installation service charge	\$25.00 each
-----------------------------	--------------

<sup>1</sup> The perpetual care fund is an irrevocable trust; monies deposited into the perpetual care fund are non-refundable. (*Iowa Code 523I.807*)

<sup>2</sup> City of Ames holidays are: New Year’s Day, Presidents’ Day, Memorial Day, Independence Day, Labor Day, Veterans Day, two (2) days at Thanksgiving, and two (2) days at Christmas.  
(*Res. #04-158, 4-27-04*)

**SECTION TWO.** The following Animal Shelter Service Fees are hereby adopted or adjusted effective July 1, 2020, and codified as Appendix E.

**FEES FOR ANIMAL SHELTER SERVICE**

Impound Fees (release to owner):

First time .....	\$25.00
Second time .....	\$35.00
Third time.....	\$45.00
Fourth time .....	\$55.00
Fifth and subsequent .....	\$65.00

Animal Shelter Boarding Fees:

Per day .....	\$10.00
---------------	---------

Putting Animals up for Adoption (Ames Residents):

Dogs/Puppies .....	\$20.00
Cats/Kittens .....	\$20.00
Rabbits .....	\$20.00
Small domestic pets .....	\$10.00

Adoption of Animals:

Dogs/Puppies .....	\$80.00
Cats/Kittens .....	\$80.00
Rabbits/Ferrets.....	\$40.00
Small domestic pets .....	\$10.00

Permit Fee:

Any permit required by state or local law including dangerous animal, traveling wildlife, menageries, shows, petting zoos or exhibitor fees.....	\$36.00
--	---------

Fee waivers for special needs adoptions, overcrowding or emergency shelter services are approved by the Animal Control Supervisor by authority of the City Council.

Adoption Fees are waived for Senior Citizens adopting staff identified senior animals.

If an animal, due to its rare breed would bring a fair market value which far exceeds the fees listed in the rare animal fee schedule then the animal control staff of the City of Ames, Iowa, is authorized to charge that fair market fee for both putting up for adoption and adoption fees. The animal control staff must research the fee that they feel should be charged for a very rare breed of animal and document how the figure was arrived at.

All fees for veterinary care and services must be paid at the time of the animal reclaim.

All Animal Shelter Service Fees Set by Resolution of City Council.

**SECTION THREE.** The following Public Safety - Police Fees are hereby adopted or adjusted effective July 1, 2020, and codified as Appendix M:

**POLICE DEPARTMENT FEES & CHARGES**

Crash (Accident) and Police Report (each) .....	\$3.00
Overtime Payback and Event/Escort Service (per hour).....	\$61.00
Community Safety Officer Event/Escort Service (per hour).....	\$20.00
False Alarm Fee – After 3 times .....	\$30.00
Process Service Fee.....	\$20.00
Service of Warrant Fee.....	\$20.00
Non-Criminal Fingerprinting Fee (4 cards or less).....	\$10.00
Non-Criminal Fingerprinting Fee (each additional card past 4).....	\$2.00
Photographs (per disc) .....	\$3.00
Surveillance Video (per disc) .....	\$3.00
Parking Collection Fee.....	\$5.00
Copying of Public Record (per page with a \$1.00 minimum).....	\$0.10

Car/Booking/Body Worn Camera or other video or audio recordings shall be charged at actual cost. Actual cost is defined as the time spent on the specific recording plus the cost of the media used.

**SECTION FOUR.** The following Water and Pollution Control Fees are hereby adopted or adjusted effective July 1, 2020, and codified as Appendix Q:

**WATER AND POLLUTION CONTROL FEES & CHARGES**

**Water Division**

Bulk Water Service.....	\$0.87/100 gallons
-------------------------	--------------------

**Water Meter Division \***

	With Integral Radio	With Radio ERT
Meter & Setting Fees - Disc Style		
5/8" or 5/8" x 3/4" disc. ....	\$355.00	\$355.00
3/4" disc. ....	\$375.00	\$375.00
Meter & Setting Fees - Ultrasonic Style		
1" .....		\$435.00
1 1/2" .....		\$820.00
2" .....		\$1,410.00
3" .....		\$3,910.00
4" .....		\$4,740.00
Meter & Setting Fees - Magnetic Style		
2" .....		\$2,455.00
3" .....		\$3,985.00
4" .....		\$4,695.00
6" .....		\$7,040.00
Meter & Setting Fees - Turbo Style		
2" .....		\$1,600.00

3" .....	\$2,525.00
4" .....	\$3,780.00
6" .....	\$7,190.00
<b>Meter &amp; Setting Fees - Misc. Meters</b>	
Larger than 4" or alternative styles	
- to be determined when ordered	
Hydrant Meter** .....	\$260.00
<b>Frozen/damaged meter</b>	
Construction Meter .....	\$160.00
Meters 1-1/2" and larger .....	\$125.00 trip fee + repairs/replacement
Meters 1" and smaller .....	\$80.00 trip fee + Depreciated Value

Depreciated Value is a straight line depreciation of the Meter and Setting Fees above, based on length of time meter has been in service.

< 1 year	100%	
< 2 years .....		90%
< 3 years .....		80%
< 4 years .....		70%
< 5 years .....		60%
< 6 years .....		50%
< 7 years .....		40%
< 8 years .....		30%
< 9 years .....		20%
<10 years.....		10%
>10 years.....		0%

Unauthorized use of water .....	\$195.00/occurrence
Unmetered use of water.....	\$2.56/day + \$16.97/month
Resetting fee for unauthorized meter removal .....	\$80.00
Customer requested meter test fee .....	\$150.00
Service or meter disconnect or reconnect fee .....	\$ 80.00/trip

\* Meter setting fees above include two service trips (one to set the temporary/construction meter, and one to set the permanent meter). A fee of \$80.00 will be charged for additional trips due to unexposed or inoperable curb boxes, incomplete remote wire installations, or other circumstances where the meter installation cannot be completed.

\*\* Hydrant meter fees include the cost to install and remove the meter. Requests to move the meter to a new location will be charged one-half of the hydrant meter fee. Consumption will be billed at the "Irrigation and Yard Water" rate. For usage that covers more than 30 days, the block sizes will be adjusted accordingly.

**WPC Division**

Waste Hauler Fee - Ames locations\*

Domestic/Residential Waste.....	\$8.65/load + \$4.17/100 gallons
Restaurant Grease Traps .....	\$57.32/load + \$3.35/100 gallons
Non-Domestic Waste .....	\$8.65/load + unit rate to be determined

* Non-Ames location surcharge .....	15%
Unauthorized Sewer Use.....	\$222.00/occurrence
Unmetered Sewer Use.....	\$2.82/day + \$19.43/month

**High-Strength Surcharge Rates\***

<u>Parameter</u>	<u>Surcharge Rate</u>
Oxygen Demand	
CBOD <sub>5</sub>	\$0.46/lb.
COD	\$0.17/lb.
Nitrogen	
NH <sub>3</sub> -N	\$1.64/lb.
TKN	\$1.06/lb.
Solids	
TSS	\$0.68/lb.
Fats, Oils, and Grease	
Oil and Grease	\$0.91/lb.

**\*Monthly High-Strength Surcharge Fees of less than \$5/month will be waived**

**Restaurant Surcharge**

Restaurant surcharge on sewer use for customers operating Food Service Establishments \$2.75/100 cubic ft.

**Restaurant Fee**

Restaurant fee for sewer use for customers operating Food Service Establishment which are not billed for sewer usage or whose sewer usage is not representative of the facilities food service activities. \$81.11/month.  
*(Ord. No. 4199, 11-25-14; Ord. No. 4263, 6-28-16)*

**Administrative Division**

Copies of Records *	
Black & White, 8 ½" x 11"	\$0.10/copy
Black & White, 11" x 17"	\$0.20/copy
Color, 8 ½" x 11"	\$0.20/copy
Color, 11" x 17"	\$0.40/copy

\* Plus staff time to prepare records (wages only)

**Laboratory Division**

**Analytical Fees, per sample per test**

Bacteriological Tests	
Coliform, Total (present/absent).....	\$20.00
Coliform, Total (quantified).....	\$20.00
Coliform, Fecal (present/absent).....	\$20.00
Coliform, Fecal (quantified).....	\$20.00
E coli (present/absent).....	\$20.00
E coli (quantified).....	\$20.00
Chloride.....	\$20.50
Chlorine	
Free.....	\$20.00
Total.....	\$20.00

Hardness .....	\$20.00
Iron (Water).....	\$10.25
Metals	
Arsenic (Furnace) .....	\$20.50
Cadmium (Flame).....	\$15.50
Chromium (Flame) .....	\$15.50
Copper (Flame).....	\$15.50
Lead (Flame) .....	\$15.50
Lead (Furnace) .....	\$20.50
Manganese (Flame) .....	\$15.50
Mercury.....	\$25.75
Molybdenum (Furnace).....	\$20.50
Nickel (Flame).....	\$15.50
Selenium (Furnace).....	\$20.50
Silver (Flame).....	\$15.50
Zinc (Flame).....	\$15.50
Nitrogen	
Ammonia .....	\$20.00
Nitrate .....	\$19.50
Nitrite.....	\$20.00
Total Kjeldahl Nitrogen .....	\$40.25
pH .....	\$14.00
Phenol .....	\$28.75
Phosphorus	
Orthophosphate .....	\$20.00
Total Phosphorus.....	\$20.00
Oxygen Demand	
Chemical Oxygen Demand (COD).....	\$20.50
Five-day Biochemical Oxygen Demand (BOD <sub>5</sub> ).....	\$38.00
Five-day Carbonaceous Biochemical Oxygen Demand (CBOD <sub>5</sub> ).....	\$38.00
Solids	
Total Solids (TS) .....	\$20.00
Total Volatile Solids (TVS) .....	\$20.00
Total Suspended Solids (TSS).....	\$20.00
Volatile Suspended Solids (VSS) .....	\$20.00
Total Dissolved Solids (TDS) (Weight).....	\$10.25
Sulfate .....	\$20.00
Temperature.....	\$5.25

For analytes not listed that are analyzed in-house, the fee will be determined on a case-by-case basis from an estimate of actual staff time (including benefits) plus 25% overhead to cover chemicals, equipment, and incidentals.

Samples sent to an outside lab.....Actual Invoiced Cost

### Sample Collection Fees

Fees for sample collection types not identified below will be determined on a case by case basis from an estimate of the actual staff time (including benefits) plus 25% overhead to cover equipment, consumables, and incidentals.

#### Drinking Water

- Drinking water sampled from the tap of a completed structure.....\$40.00
- Drinking water sampled from a field tap or structure under construction .....\$53.00

Wastewater/Pretreatment

- 24-hour composite from a location where no sampling, metering, or refrigeration equipment are permanently installed.....\$264.00
- 24-hour composite from a location where a sampler, flow meter, and refrigeration equipment are all permanently installed.....\$102.00
- Grab sample not associated with a 24-hour composite sampling event (grabs collected at the time of a composite are included in the fees above).....\$51.00

The 24-hour composite collection and grab sample fees listed above include one resample attempt should the composite sample attempt fail. Additional resample attempts will result in additional sample collection fees. No resample fee will be assessed if the reason for the failed attempt is due to a malfunction of city-provided sample equipment.

**SECTION FIVE.** The following Electric Fees and Charges are hereby adopted or adjusted effective July 1, 2020, and codified as Appendix R:

**ELECTRIC DEPARTMENT FEES & CHARGES**

**ELECTRIC DISTRIBUTION**

**Standard Single Phase Temporary service** . . . . . \$200

A standard single phase temporary service includes an overhead service drop from an existing transformer to a customer-provided pole (or adequately supported service connection point) during Electric Distribution business hours. Includes furnishing a length of service conductor not to exceed 125 feet. Labor and materials required for a non-standard temporary service shall be billed at actual costs.

**Standard Customer-Requested Temporary Disconnection – Reconnection Fee** . . . . . \$100

For disconnect-reconnect requests made at least one working day before the service is reconnected. Includes one return reconnect trip, or up to 20 minutes of standby time for work performed during Electric Distribution business hours. Service for a non-standard disconnect-reconnect shall be billed at actual costs.

**Requested, or non-standard work** . . . . . Varies-- billed at actual cost

Non-standard work includes multiple/excess trip charges, same-day (non-emergency) service requests, excess standby charges, trouble/emergency-service calls where the trouble is found to be on the customer's equipment, or work requested outside business hours

Pole Attachment Fee (Single Cable) . . . . . \$13.05/pole/year  
Pole Attachment Fee (Small Cell Wireless). . . . . \$150.00/pole/year

**ELECTRIC METER**

Customer Requested Meter Test Fee  
Within Utility Board limits (98% through 102%) . . . . . \$30.00  
Outside Utility Board limits . . . . . Free

**ELECTRIC VEHICLE CHARGING STATIONS**

**Ames Customers** .....\$0.10/kwh  
**Non-Ames Customers** .....\$0.10/kwh

Adopted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Diane R. Voss, City Clerk

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

**COUNCIL ACTION FORM**

**SUBJECT:**           **APPROVAL OF FY 2020/21 ASSET CONTRACTS**

**BACKGROUND:**

During its February 2020/21 budget decisions, the City Council approved a total of \$1,524,850 in ASSET allocations for the next fiscal year. Contracts were mailed to 24 agencies and all contracts have been returned with signatures. The approved amounts are listed below and now presented for Council's approval.

<b>Agency</b>	<b>FY 2019/20</b>	<b>FY 2020/21</b>	<b>Change</b>
ACCESS	\$ 98,599	\$ 101,563	\$ 2,964
ACPC	100,145	112,128	11,983
All Aboard for Kids	1,881	2,714	833
American Red Cross	9,933	9,933	0
Arc of Story County	10,400	10,720	320
Boys and Girls Club	113,800	116,724	2,924
Camp Fire USA	7,519	7,770	251
Center for Creative Justice	59,479	61,244	1,765
Central Iowa RSVP	30,593	31,664	1,071
Childserve	23,975	21,000	(2,975)
Emergency Residence Project	102,046	107,844	5,798
Good Neighbor	21,872	25,849	3,977
Heartland Senior Services	190,362	195,131	4,769
HIRTA	39,988	40,993	1,005
Legal Aid	98,888	101,432	2,544
Lutheran Services in Iowa	5,700	5,700	0
Mary Greeley Home Health Services	32,500	33,474	974
<b>MICA</b>	<b>120,271</b>	<b>120,037</b>	<b>(234)</b>
NAMI of Central IA	7,163	7,200	37
Raising Readers	23,337	25,603	2,266
Salvation Army	48,804	49,542	738
University Comm Childcare	63,195	68,519	5,324
Volunteer Center of Story County	11,173	7,650	(3,523)
YSS	244,579	260,416	15,837
<b>TOTALS</b>	<b>1,466,202</b>	<b>1,524,850</b>	<b>58,648</b>

**At the time of this writing, the MICA contract (highlighted in yellow) has been pulled and will be placed on a future Council agenda for approval. MICA is working on potential service changes that may require adjustments in its FY 2020/21 contract.**

**ALTERNATIVES:**

1. Approve the ASSET agency contracts for FY 2020/21 with the exception of the contract with MICA.
2. Do not approve the ASSET agency contracts.

**CITY MANAGER'S RECOMMENDED ACTION:**

The City Council has allocated funds for human services through the ASSET process and the approval of the City's FY 2020/21 budget. The ASSET funded agencies have signed and returned their contracts for services.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the ASSET agency contracts for FY 2020/21, with the exception of the contract with MICA.

**COUNCIL ACTION FORM**

**SUBJECT:**           **APPROVAL OF 2020-2021 PAY PLAN**

**BACKGROUND:**

Each year, the City Council approves a Pay Plan that specifies pay ranges and steps for the City's work force. The attached 2020-2021 Pay Plan reflects negotiated wage settlements with the five bargaining units shown below, as well as a 3% scale increase for merit employee job classifications

Actual salary increases for merit employees are performance based, and are established by two factors – each individual's performance rating, and positioning within the salary ranges for each grade. Each merit job grade has a minimum, midpoint, and maximum within the pay plan. These are shown on both an annual and hourly basis.

Funding for the various salaries was previously approved by Council in the 2020/2021 Adopted Budget.

The bargaining units' respective across-the-board settlements are:

IUOE Blue Collar (E Pay Plan):	2.75%
IBEW-Electric Distribution (H Pay Plan):	3%
IUOE-Power Plant (I Pay Plan):	3%
IAFF-Fire (G Pay Plan):	2.75%
PPME-Police (F Pay Plan):	3%

A 3% scale increase for merit employee job classifications is proposed. Unclassified job categories are adjusted proportionally with merit or union employees or with the relevant labor market. The statutory minimum wage is included as the scale minimum for temporary workers.

The Pay Plan includes an alphabetical listing of every approved classification in the City of Ames. The listing includes the unique code for each position, the Equal Employment Opportunity (EEO) code, the Fair Labor Standards Act (FLSA) exemption code, and the numerical pay grade. The range for merit position pay grades is 51-96.

**ALTERNATIVES:**

1. Approve the attached 2020-2021 Pay Plan.
2. Do not approve the 2020-2021 Pay Plan.

**CITY MANAGER'S RECOMMENDED ACTION:**

This Pay Plan document formally establishes pay ranges and steps for City positions. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, and approve the attached 2020-2021 Pay Plan.

# **PAY PLAN**

## **CITY OF AMES**



**2020 - 2021**

**UNCLASSIFIED POSITIONS**  
**Effective 7/1/2020**

<b><u>CODE</u></b>	<b><u>CLASSIFICATION</u></b>	<b><u>MINIMUM</u></b>	<b><u>MIDPOINT</u></b>	<b><u>MAXIMUM</u></b>
1116	Co-op	17.4751	19.6434	22.4657
1311	Transit Driver	16.5100		
2206	Community Safety Officer Coordinator	19.7517		
2209	Community Safety Officer	18.8113		
2204	Public Safety Quality Assurance Coordinator	17.4836	20.4186	23.3537
2228	Property/Evidence Technician	17.4836	20.4186	23.3637
2229	Lead Property/Evidence Technician	19.1227	22.3644	25.4968
2310	Animal Control Attendant	13.8900	16.1973	18.5046
2311	Animal Control Officer	18.7584	22.3002	25.8418
3112	Library Custodial Assistant	7.2500	12.4557	17.4439
5142	Water/Wastewater Laboratory Aide	14.0178	16.1947	18.3714
9403	Unclassified Laborer	7.4675	12.8294	17.9672
9404	Unclassified Skilled Laborer	18.1827	25.5456	32.9087
9405	Office Worker	7.2500	12.4557	17.4439
9407	Technical Assistant	15.8766	18.9973	22.1179
9450	Temporary Manager	31.1293	45.6196	60.1095
9392	School Crossing Guards	27.19*		

\* Daily rate based on two shifts worked

**C PAY PLAN**  
**Effective 7/1/2020**

<u>PAY GRADE</u>	<u>PAY PERIOD</u>	<u>MINIMUM</u>	<u>MIDPOINT</u>	<u>MAXIMUM</u>
51	Annual Hourly	33,195 15.9595	38,160 18.3463	43,123 20.7326
52	Annual Hourly	35,157 16.9027	40,800 19.6157	46,442 22.3279
53	Annual Hourly	37,384 17.9732	43,674 20.9974	49,963 24.0210
54	Annual Hourly	39,901 19.1835	46,964 22.5789	54,028 25.9753
55	Annual Hourly	42,708 20.5328	50,656 24.3542	58,608 28.1773
56	Annual Hourly	45,867 22.0519	54,820 26.3561	63,770 30.6591
57	Annual Hourly	49,450 23.7742	59,545 28.6275	69,639 33.4805
58	Annual Hourly	53,482 25.7127	64,884 31.1944	76,285 36.6758
59	Annual Hourly	58,030 27.8993	70,915 34.0939	83,800 40.2887
60	Annual Hourly	63,189 30.3795	77,785 37.3967	92,381 44.4142
61	Annual Hourly	69,025 33.1853	85,605 41.1565	102,182 49.1264
62	Annual Hourly	75,671 36.3807	94,509 45.4373	113,346 54.4935
62*	Annual Hourly	75,671 25.9865	94,509 32.4552	113,346 38.9239
63	Annual Hourly	83,220 40.0099	104,686 50.3301	126,151 60.6497
90	Annual Hourly	76,959 37.0000	92,800 44.6157	108,637 52.2297
91	Annual Hourly	84,073 40.4198	102,120 49.0963	120,164 57.7712
92	Annual Hourly	92,167 44.3113	112,727 54.1957	133,287 64.0803
93	Annual Hourly	101,356 48.7293	124,853 60.0255	148,348 71.3215
94	Annual Hourly	111,806 53.7533	138,712 66.6886	165,614 79.6225
95	Annual Hourly	123,749 59.4948	154,602 74.3282	185,453 89.1604

**D PAY PLAN**  
**Effective 7/1/2020**

<u>PAY GRADE</u>	<u>PAY PERIOD</u>	<u>MINIMUM</u>	<u>MIDPOINT</u>	<u>MAXIMUM</u>
64	Annual	91,800	116,315	140,833
	Hourly	44.1348	55.9211	67.7082
65	Annual	101,601	129,651	157,699
	Hourly	48.8471	62.3324	75.8171
66	Annual	112,862	145,023	177,181
	Hourly	54.2606	69.7230	85.1835
96	Annual	137,457	172,908	208,359
	Hourly	66.0855	83.1289	100.1727

**E PAY PLAN**  
**IUOE Blue Collar Unit**  
**Effective 7/1/2020**

<u>HTE</u>	<u>CLASS</u>		<u>STEP A (START)</u>		<u>STEP B (18 MOS)</u>		<u>STEP C (48 MOS)</u>	
	<u>CODE</u>	<u>TITLE</u>	<u>Annual</u>	<u>Hourly</u>	<u>Annual</u>	<u>Hourly</u>	<u>Annual</u>	<u>Hourly</u>
300	141	Meter Reader	45,219.20	21.74	51,292.80	24.66	60,320.00	29.00
302	142	Senior Meter Reader	47,465.60	22.82	53,476.80	25.71	65,478.40	31.48
304	1110	Engineering Technician I	43,160.00	20.75	48,838.40	23.48	57,491.20	27.64
306	1111	Engineering Technician II	46,800.00	22.50	54,350.40	26.13	62,379.20	29.99
308	1131	Traffic Signal Technician	See page 6					
358	1137	Traffic Technician	See page 6					
361	1139	Traffic Technician II	See page 6					
363	1141	Traffic Technician III	See page 6					
309	1134	Traffic Signal Technician Lead	See page 6					
310	1222	Plumbing Inspector	58,510.40	28.13	66,164.80	31.81	77,459.20	37.24
312	1223	Electrical Inspector	58,510.40	28.13	66,164.80	31.81	77,459.20	37.24
313	1228	Community Codes Liaison	58,510.40	28.13	66,164.80	31.81	77,459.20	37.24
314	1225	Housing Inspector	58,510.40	28.13	66,164.80	31.81	77,459.20	37.24
315	1226	Building & Zoning Inspector	58,510.40	28.13	66,164.80	31.81	77,459.20	37.24
316	1311	Transit Driver (Full-time)*	39,353.60	18.92	46,488.00	22.35	55,806.40	26.83
318	1311	Transit Driver (PT 20 hrs)*		16.51		19.70		21.30
320	1318	Lane Worker	34,340.80	16.51	40,976.00	19.70	44,304.00	21.30
321	1307	Lead Lane Worker	35,318.40	16.98	43,097.60	20.72	46,529.60	22.37
322	1322	Mechanic Assistant	46,987.20	22.59	53,435.20	25.69	62,816.00	30.20
323	1322	Mechanic Assistant (CyRide)	See page 5					
325	1323	Mechanic (CyRide)	See page 5					
327	1324	Lead Mechanic (CyRide)	62,108.80	29.86	65,977.60	31.72	77,688.00	37.35
328	5112	Water Plant Operator	59,488.00	28.60	67,433.60	32.42	79,185.60	38.07
329	5111	Plant Maintenance Specialist	56,035.20	26.94	63,564.80	30.56	74,838.40	35.98
330	5130	Water Utility Locator	54,225.60	26.07	61,339.20	29.49	72,363.20	34.79
332	5131	Water Meter Technician	51,376.00	24.70	58,302.40	28.03	68,556.80	32.96
334	5140	Water/PC Lab Technician	48,235.20	23.19	53,892.80	25.91	62,649.60	30.12
336	5141	Water/PC Lab Analyst	59,488.00	28.60	67,433.60	32.42	79,185.60	38.07
337	5115	Water Plant Asst. Operator	See page 5					
337	5212	WPC Plant Asst. Operator	See page 5					
338	5213	WPC Plant Operator	59,488.00	28.60	67,433.60	32.42	79,185.60	38.07
339	5220	Res. Rec. Lead Operator	55,972.80	26.91	63,523.20	30.54	74,630.40	35.88
340	5221	Res. Rec. Maint. Operator	53,414.40	25.68	60,548.80	29.11	70,969.60	34.12
342	5411	Plant Maintenance Operator	59,488.00	28.60	67,433.60	32.42	79,185.60	38.07
343	5412	Process Maintenance Worker	See page 6					
344	6110	Treatment Plant Maint. Worker	See page 6					
344	6112	Maintenance Worker	See page 6					
346	6113	Senior Maintenance Worker	52,187.20	25.09	59,134.40	28.43	69,472.00	33.40
348	6114	Parks Maintenance Specialist	52,915.20	25.44	55,868.80	26.86	65,312.00	31.40
351	6115	Streets Maint Lead Worker	See page 6					
350	6121	Building Maint. Specialist	51,376.00	24.70	58,302.40	28.03	68,556.80	32.96
352	6151	Truck Driver	40,393.60	19.42	45,676.80	21.96	53,747.20	25.84
354	6152	Senior Heavy Equipment Oper.	54,870.40	26.38	58,302.40	28.03	68,556.80	32.96
356	6153	Heavy Equipment Operator	49,920.00	24.00	53,102.40	25.53	62,420.80	30.01
358	1137	Traffic Technician	See page 5					
359	6117	W&PC Maint. Tech. I	See page 6					
360	6118	W&PC Maint. Tech. II	See page 6					
362	6111	Laborer	See page 5					
364	1319	Service Worker	See page 5					
366	6163	Custodian	See page 5					
370	1326	Fleet Technician	See page 5					
371	1328	Lead Fleet Technician	62,108.80	29.86	65,977.60	31.72	77,688.00	37.35
372	6154	Res. Rec. Equipment Operator	52,187.20	25.09	59,134.40	28.43	69,472.00	33.40
724	6119	RRP Maint. Tech. I	See page 6					
726	6120	RRP Maint. Tech. II	See page 6					

**E PAY PLAN**  
**IUOE Blue Collar Unit**  
**Effective 7/1/2020**

<u>HTE</u>	<u>CLASS</u>		<u>STEP A (START)</u>		<u>STEP B (30 MOS)</u>	
	<u>CODE</u>	<u>TITLE</u>	<u>Annual</u>	<u>Hourly</u>	<u>Annual</u>	<u>Hourly</u>
362	6111	Laborer	40,310.40	19.38	47,424.00	22.80
364	1319	Service Worker	42,771.57	20.56	50,502.40	24.28
366	6163	Custodian	38,792.00	18.65	45,572.80	21.91

<u>HTE</u>	<u>CLASS</u>	<u>TITLE</u>	<u>Annual</u>	<u>Hourly</u>
370	1326	Fleet Technician		
		Step A - 4 ASE tests	59,134.40	28.43
		Step B - 7 ASE tests (within 1 year)	64,043.20	30.79
		Step C - 10 ASE tests (within 2 years)	69,139.20	33.24
		Step D - ASE certified (within 3 years)	74,048.00	35.60
323	1322	Mechanic Assistant (CyRide)		
		Step A (Start)	46,987.20	22.59
		Step B - 4 ASE tests or 18 months	53,435.20	25.69
		Step C - 7 ASE tests or 48 months	62,816.00	30.20
325	1323	Mechanic (CyRide)		
		Step A (Start)	54,225.60	26.07
		Step B - 4 ASE tests or 18 months	59,820.80	28.76
		Step C - 7 ASE tests or 48 months	70,304.00	33.80
		Step D - Achieve Master Cert. and/or maintain certification after 5 years	74,048.00	35.60
337	5212	WPC Plant Operator		
		Step A (Start)	52,187.20	25.09
		Step B (within 8 months) Grade certificate	55,827.20	26.84
		Step C (within 24 months) 21 CEU's directly related to wastewater treatment or possessing a Grade II Wastewater Treatment Operator Certificate	59,488.00	28.60
		Step D (within 38 months) Grade II Wastewater Treatment Operator Certificate and 18 months time in grade	67,433.60	32.42
		Step E (48 months and Grade II Certificate)	79,185.60	38.07
		Water Plant Operator		
		Step A (Start)	52,187.20	25.09
337	5115	Step B (within 8 months) Grade certificate	55,827.20	26.84
		Step C (within 24 months) 21 CEU's directly related to wastewater treatment or possessing a Grade II Water Treatment Operator Certificate	59,488.00	28.60
		Step D (within 38 months) Grade II Water Treatment Operator Certificate and 18 months time in grade	67,433.60	32.42
		Step E (48 months and Grade II Certificate)	79,185.60	38.07

**E PAY PLAN**  
**IUOE Blue Collar Unit**  
**Effective 7/1/2020**

<u>HTE</u>	<u>CLASS</u>	<u>TITLE</u>	<u>STEP A</u>	<u>STEP B</u>	<u>STEP C</u>	<u>STEP D</u>	<u>STEP E</u>	<u>STEP F</u>	<u>STEP G</u>
	<u>CODE</u>		<u>(START)</u>	<u>(6 MOS)</u>	<u>(12 MOS)</u>	<u>(18 MOS)</u>	<u>(24 MOS)</u>	<u>(36 MOS)</u>	<u>(48 MOS)</u>
358	1137	Traffic Technician							
		Annual	46,820.80		50,752.00		54,600.00		62,420.80
		Hourly	22.51		24.40		26.25		30.01
361	1139	Traffic Technician II							
		Annual					62,545.60		66,476.80
		Hourly					30.07*		31.96
363	1141	Traffic Technician III							
		Annual							69,784.00
		Hourly							33.55*
308	1131	Traffic Signal Technician							
		Annual	56,097.60		59,155.20		64,272.00		68,307.20
		Hourly	26.97		28.44		30.90		32.84
309	1134	Traffic Signal Technician Lead							
		Annual	59,009.60		63,876.80		68,827.20		71,697.60
		Hourly	28.37		30.71		33.09		34.47
344	6110	Treatment Plant Maint. Worker							
		Annual	45,052.80		46,280.00		48,006.40		56,451.20
		Hourly	21.66		22.25		23.08		27.14
344	6112	Maintenance Worker							
		Annual	45,052.80		46,280.00		48,006.40		56,451.20
		Hourly	21.66		22.25		23.08		27.14
351	6115	Streets Maintenance Lead Worker							
		Annual	55,972.80		64,667.20		71,988.80		74,630.40
		Hourly	26.91		31.09		34.61		35.88
359	6117	W&PC Maint. Tech. I							
		Annual					52,561.60		61,027.20
		Hourly					25.27*		29.34*
360	6118	W&PC Maint. Tech. II							
		Annual							69,472.00
		Hourly							33.40
343	5412	Process Maintenance Worker							
		Annual	44,990.40	47,153.60	49,732.80	51,459.20	53,643.20	55,827.20	58,011.20
		Hourly	21.63	22.67	23.91	24.74	25.79	26.84	27.89
724	6119	RRP Maint. Tech. I							
		Annual					57,491.20	59,675.20	61,838.40
		Hourly					27.64*	28.69*	29.73*
726	6120	RRP Maint. Tech. II							
		Annual						67,308.80	69,472.00
		Hourly						32.36*	33.40*

\*must also have successfully completed required skill block to be eligible for this rate

**F PAY PLAN  
PPME - Police  
Effective 7/1/2020**

<u>HTE</u>	<u>CLASS CODE</u>	<u>TITLE</u>	<u>STEP A (START)</u>	<u>STEP B (18 MOS)</u>	<u>STEP C (36 MOS)</u>
400	2308	Animal Control Clerk	43,866 21.0895	52,599 25.2880	
402	131	Parking Meter Attendant	39,336 18.9116	41,653 20.0255	49,997 24.0371
403	2207	Lead Police Records Clerk	46,059 22.1438	50,574 24.3145	60,266 28.9741
404	2208	Police Records Clerk	43,866 21.0895	48,165 23.1563	57,397 27.5948
416	2201	Public Safety Lead Dispatcher	50,928 24.4847	53,413 25.6794	61,569 29.6005
406	2202	Public Safety Dispatcher	47,629 22.8986	49,926 24.0029	57,708 27.7443
412	2311	Animal Control Officer	41,656 20.0269	45,171 21.7168	55,987 26.9168

<u>HTE</u>	<u>CLASS CODE</u>	<u>TITLE</u>	<u>ANNUAL</u>	<u>HOURLY</u>
408	2212	Police Officer - 2016 or Prior		
		A. 0-18 months	56,527	27.3342
		B. 19-36 months	61,868	29.9169
		C. 37-120 months	73,787	35.6804
		D. 121-216 months	75,816	36.6616
		E. 216+ months	78,090	37.7612
410	2214	Police Officer - 2017 or Later		
		A. 0-12 months	56,527	27.3342
		B. 13-24 months	59,979	29.0034
		C. 25-48 months	63,432	30.6732
		D. 49-72 months	66,882	32.3414
		E. 73-96 months	70,335	34.0112
		F. 97-120 months	73,787	35.6804
		G. 121-216 months	75,816	36.6616
		H. 216+ months	78,090	37.7612

**G PAY PLAN  
IAFF - Fire  
Effective 7/1/2020**

<u>HTE</u>	<u>CLASS CODE</u>	<u>TITLE</u>	<u>STEP A</u>	<u>STEP B</u>	<u>STEP C</u>	<u>STEP D</u>
504	2111	Firefighter	51,896 17.8214	56,858 19.5254	68,071 23.3760	74,415 25.5546
506	2112	Fire Lieutenant	82,477 28.3233			
508	2114	Fire Inspector	90,587 43.5517			

Step A = 0 through 18 months  
 Step B = 19 months  
 Step C = 37 months  
 Step D = 60 months (see also Section 16.3)

Effective July 1, 2004, the City will combine incentive pay (First Responder - .7%, Instructor I - .7%, and DMACC classes - 1.7% for a total of 3.1%) and add to Firefighter Step D, Fire Lieutenant, and Fire Inspector pay scale.

**H PAY PLAN  
IBEW  
Effective 7/1/2020**

<u>HTE</u>	<u>CLASS CODE</u>	<u>TITLE</u>	<u>Annual</u>	<u>Hourly</u>
600	171	Storekeeper	51,417.60	24.72
602	711	Records and Materials Specialist	65,353.60	31.42
604	4209	Substation Electrician Assistant	73,132.80	35.16
606	4210	Underground Electric Serviceworker	69,721.60	33.52
608	4211	Groundswoker	64,126.40	30.83
610	4212	Truck Driver/Groundswoker	69,721.60	33.52
612	4213	Electric Serviceworker	74,900.80	36.01
614	4215	Electric Lineworker	86,320.00	41.50
616	4218	Substation Electrician	86,320.00	41.50
618	4221	Electric Line Crew Leader	91,436.80	43.96
620	4231	Electric Meter & Relay Technician	74,422.40	35.78
622	4311	Electrical Engineering Assistant	71,260.80	34.26
624	4312	Electrical Engineering Technician	92,892.80	44.66
626	6126	Substation Crew Leader	91,436.80	43.96
628	4214	Apprentice Electric Lineworker		
		A. 1st twelve months/2000 hrs. (60%)	51,792.00	24.90
		B. 2nd twelve months/2000 hrs. (70%)	60,424.00	29.05
		C. 3rd twelve months/2000 hrs. (80%)	69,076.80	33.21
		D. 4th twelve months/1000 hrs. (90%)	77,688.00	37.35
630	4217	Apprentice Substation Electrician		
		A. 0 - 1000 hours (65%)	56,097.60	26.97
		B. 1000 - 2000 hours (70%)	60,424.00	29.05
		C. 2000 - 3000 hours (75%)	64,750.40	31.13
		D. 3000 - 4000 hours (80%)	69,076.80	33.21
		E. 4000 - 5000 hours (85%)	73,382.40	35.28
		F. 5000 - 6000 hours (90%)	77,688.00	37.35
632	4230	Apprentice Electric Meter Repair Worker		
		A. 0 - 1000 hours (75%)	55,827.20	26.84
		B. 1000 - 2000 hours (80%)	59,529.60	28.62
		C. 2000 - 3000 hours (84%)	52,545.60	30.07
		D. 3000 - 4000 hours (88%)	65,499.20	31.49
		E. 4000 - 5000 hours (92%)	68,473.60	32.92
		F. 5000 - 6000 hours (96%)	71,448.00	34.35

The above listed wage rates for apprentices are based on percentages of journey-level rates as set out in the respective apprentice agreements. Progression within the apprentice classifications is contingent upon training and outside coursework plus meeting the requirements set out in the apprenticeship agreement.

**I PAY PLAN  
IUOE - Power Plant  
Effective 7/1/2020**

<u>HTE</u>	<u>CLASS CODE</u>	<u>TITLE</u>	<u>Annual</u>	<u>Hourly</u>
700	4110	Lead Coal Handler	75,587.20	36.34
702	4111	Coal Handler		
		1st 6 months	53,851.20	25.89
		2nd 6 months	57,470.40	27.63
		3rd 6 months	64,688.00	31.10
		Thereafter	71,988.80	34.61
704	4112	Power Plant Auxiliary Operator		
		1st 6 months	62,732.80	30.16
		2nd 6 months	66,684.80	32.06
		3rd 6 months	70,553.60	33.92
		4th 6 months	74,547.20	35.84
		Thereafter	78,499.20	37.74
706	4113	Power Plant Fireworker		
		5th 6 months	80,308.80	38.61
		6th 6 months	83,054.40	39.93
		Thereafter	85,633.60	41.17
708	4114	Power Plant Operator		
		7th 6 months	88,795.20	42.69
		Thereafter	91,540.80	44.01
709	4117	Environmental Instrument & Control Technician		
		1st 6 months	70,678.40	33.98
		2nd 6 months	75,524.80	36.31
		3rd 6 months	80,204.80	38.56
		4th 6 months	84,801.60	40.77
		5th 6 months	89,564.80	43.06
		6th 6 months	92,414.40	44.43
		Thereafter	94,473.60	45.42
709	4118	Instrument & Control Technician		
		1st 6 months	70,678.40	33.98
		2nd 6 months	75,524.80	36.31
		3rd 6 months	80,204.80	38.56
		4th 6 months	84,801.60	40.77
		5th 6 months	89,564.80	43.06
		6th 6 months	92,414.40	44.43
		Thereafter	94,473.60	45.42

**I PAY PLAN  
IUOE - Power Plant  
Effective 7/1/2020**

<u>HTE</u>	<u>CLASS CODE</u>	<u>TITLE</u>	<u>Annual</u>	<u>Hourly</u>
714	4122	Power Plant Maintenance Foreman	94,473.60	45.42
716	4124	Power Plant Maintenance Worker		
		1st 6 months	48,422.40	23.28
		2nd 6 months	51,812.80	24.91
		3rd 6 months	58,240.00	28.00
		Thereafter	65,790.40	31.63
718	4125	Power Plant Maintenance Mechanic		
		1st 6 months	65,124.80	31.31
		2nd 6 months	69,180.80	33.26
		3rd 6 months	73,299.20	35.24
		4th 6 months	77,313.60	37.17
		Thereafter	81,473.60	39.17
720	6123	Electrician		
		1st 6 months	62,296.00	29.95
		2nd 6 months	66,934.40	32.18
		3rd 6 months	71,739.20	34.49
		4th 6 months	76,502.40	36.78
		5th 6 months	81,224.00	39.05
		6th 6 months	84,427.20	40.59
		Thereafter	86,632.00	41.65
722	6163	Custodian		
		1st 6 months	40,372.80	19.41
		2nd 6 months	42,764.80	20.56
		Thereafter	47,216.00	22.70

Progression within the apprentice classification is contingent upon successful completion of outside course work and satisfactory progress during each step interval plus meeting the requirements set out in the apprenticeship agreement.

**ALPHABETICAL LISTING**

<u>CODE</u>	<u>HTE</u>	<u>EEO</u>	<u>FLSA</u>	<u>CLASSIFICATION</u>	<u>PAY GRADE</u>	<u>PAGE</u>
0133	----	6	NE	Account Clerk	56	2
0307	----	2	NE	Accountant	59	2
0313	----	1	E	Accounting & Reporting Manager	62	2
2310	----	8	NE	Animal Control Attendant	Temporary	1
2308	400	6	NE	Animal Control Clerk	Union-F	7
2311	412	8	NE	Animal Control Officer	Union-F	7
2311	----	8	NE	Animal Control Officer	Temporary	1
2312	----	3	E	Animal Control Supervisor	61	2
2311	----	3	NE	Animal Control Veterinary Technician	56	2
4230	632	7	NE	Appr. Electric Meter Repair Worker	Union-H	9
4217	630	8	NE	Appr. Substation Electrician	Union-H	9
4214	628	7	NE	Apprentice Electric Lineworker	Union-H	9
3202	----	5	E	Aquatics & Activities Manager	59	2
3211	----	2	E	Aquatics & Activities Supervisor	59	2
1227	----	2	E	Assistant Building Official	60	2
0411	----	2	E	Assistant City Attorney I	61	2
0412		2	E	Assistant City Attorney II	63	2
0612	----	1	E	Assistant City Manager	65	3
4331	----	1	E	Assistant Director Electric Services	94	2
5311	----	1	E	Assistant Director of Water and PC	63	2
4222	----	2	E	Assistant Electric Distribution Supt.	90	2
1214	----	2	E	Assistant Planner	58	2
0611	----	1	E	Assistant to the City Manager	64	3
1317	----	1	E	Assistant Transit Director-Fleet & Facilities	62	2
1321	----	1	E	Assistant Transit Director-Operations	63	2
3206	----	2	E	Aud., Bandshell, & Community Center Mgr	59	2
0306	----	2	NE	Budget Anaylst	59	2
0308	----	2	E	Budget Manager	62	2
1226	315	1	NE	Building and Zoning Inspector	Union-E	4
6121	350	7	NE	Building Maintenance Specialist	Union-E	4
1224	----	1	E	Building Official	62	2
0132	----	6	NE	Cashier	56	2
2223	----	1	E	Chief of Police	65	3
6108	----	6	E	City Forester	59	2
1124	----	3	NE	Civil Design Technician	59	2
1120	----	2	E	Civil Engineer I	60	2
1121	----	2	E	Civil Engineer II	62	2
0218	----	2	E	Client Support Coordinator	60	2
0217	----	3	NE	Client Support Specialist I	56	2
0215	----	3	NE	Client Support Specialist II	57	2
1116	999	8	NE	Co-op	Temporary	1
4111	702	8	NE	Coal Handler	Union-I	10
1228	313	10	NE	Community Codes Liaison	Union-E	4
2209	----	4	NE	Community Safety Officer	Temporary	1
2206	----	4	NE	Community Safety Officer Coordinator	Temporary	1
5133	----	3	NE	Cross Connection Control Coordinator	59	2
6163	366	8	NE	Custodian	Union-E	5
6163	722	8	NE	Custodian	Union-I	11
0124	----	1	E	Customer Support Coordinator	59	2
2118	----	1	E	Deputy Fire Chief	63	2
4332	----	1	E	Director of Electric Services	96	3

0314	----	1	E	Director of Finance	65	3
0174	----	1	E	Director of Fleet Services	65	3
0514	----	1	E	Director of Human Resources	65	3
3215	----	1	E	Director of Parks and Recreation	65	3
1232	----	1	E	Director of Planning and Housing	65	3
6232	----	1	E	Director of Public Works	65	3
1315	----	1	E	Director of Transit	65	3
5312	----	1	E	Director of Water and WPC	65	3
4224	----	1	E	Electric Distribution Manager	91	2
4310	----	5	NE	Electric GIS Specialist	59	2
4221	618	7	NE	Electric Line Crew Leader	Union-H	9
4215	614	7	NE	Electric Lineworker	Union-H	9
4231	620	7	NE	Electric Meter & Relay Technician	Union-H	9
4213	612	7	NE	Electric Service Worker	Union-H	9
4130	----	2	E	Electric Services Maintenance Supt	90	2
4129	----	2	E	Electric Services Operations Supt	90	2
4319	----	2	E	Electrical Engineer I	60	2
4318	----	2	E	Electrical Engineer II	90	2
4311	622	5	NE	Electrical Engineering Assistant	Union-H	9
4322	----	2	E	Electrical Engineering Manager	92	2
4312	624	3	NE	Electrical Engineering Technician	Union-H	9
1223	312	1	NE	Electrical Inspector	Union-E	4
6123	720	7	NE	Electrician	Union-I	11
2200	----	6	E	Emergency Communications Supervisor	60	2
4316	----	2	E	Energy Services Coordinator	60	2
1110	304	5	NE	Engineering Technician I	Union-E	4
1111	306	3	NE	Engineering Technician II	Union-E	4
5305	----	2	E	Environmental Engineer I	60	2
5306	----	2	E	Environmental Engineer II	61	2
4117	709	3	NE	Environmental Instrument & Control Tech	Union-I	10
5309	----	2	E	Environmental Specialist	60	2
2116	----	1	E	Fire Chief	65	3
2114	508	1	NE	Fire Inspector	Union-G	8
2112	506	2	NE	Fire Lieutenant	Union-G	8
2119	----	2	E	Fire Training Officer	61	2
2111	504	4	NE	Firefighter	Union-G	8
6140	----	1	E	Fleet Support Manager	61	2
1326	370	7	NE	Fleet Technician	Union-E	5
1125	----	2	E	GIS Coordinator	61	2
1115	----	3	NE	GIS Specialist	59	2
6221	----	7	NE	Grounds Foreman	58	2
6222	----	3	E	Grounds Supervisor	60	2
4211	608	8	NE	Groundswoker	Union-H	9
0509	----	2	E	Health Promotion Coordinator	60	2
6153	356	7	NE	Heavy Equipment Operator	Union-E	4
0212	----	6	NE	Help Desk Specialist	56	2
1216	----	2	E	Housing Coordinator	61	2
1225	314	9	NE	Housing Inspector	Union-E	4
0511	----	5	E	Human Resources Analyst	58	2
0516	----	6	NE	Human Resources Assistant	56	2
0510	----	2	E	Human Resources Officer I	60	2
0513	----	2	E	Human Resources Officer II	61	2
0515	----	6	NE	Human Resources Secretary I	57	2
3209	----	5	E	Ice Arena Manager	59	2
0222	----	1	E	Information Technology Manager	62	2

4118	709	3	NE	Instrument and Control Technician	Union-I	10
0312	----	2	E	Investment Officer	60	2
0213	----	5	NE	IT Operations Technician	57	2
0225	----	3	NE	IT Specialist - Public Safety	58	2
6111	362	8	NE	Laborer	Union-E	5
1318	320	8	NE	Laneworker	Union-E	4
4110	700	8	NE	Lead Coal Handler	Union-I	10
1328	371	7	NE	Lead Fleet Technician	Union-E	4
1307	321	8	NE	Lead Lane Worker	Union-E	4
1324	327	7	NE	Lead Mechanic (CyRide)	Union-E	4
2207	403	6	NE	Lead Police Records Clerk	Union-F	7
2229	----	6	NE	Lead Property-Evidence Technician	57	2
2229	----	6	NE	Lead Property-Evidence Technician	Temporary	1
0118	----	6	NE	Legal Secretary	57	2
0120	----	5	E	Legal Services Administrative Assistant	59	2
0119	----	6	NE	Legal Technician	57	2
3121	----	2	E	Librarian	58	2
3117	----	5	NE	Library Administrative Assistant	58	2
3108	----	1	E	Library Adult Services Manager	61	2
3113	----	5	NE	Library Assistant	57	2
3110	----	8	NE	Library Building Maintenance Supervisor	57	2
3116	----	6	NE	Library Cataloging Clerk	53	2
3106	----	6	NE	Library Clerk - Adult/Youth Services	53	2
3109	----	6	NE	Library Clerk - Customer Account Services	53	2
3111	----	6	NE	Library Clerk - Resource Services	53	2
3107	----	6	NE	Library Client Support Technician	57	2
3114	----	2	E	Library Community Relations Specialist	58	2
3112	999	8	NE	Library Custodial Assistant	Temporary	1
3129	----	2	E	Library Customer Account Services Manager	61	2
3123	----	1	E	Library Director	65	3
3133	----	6	NE	Library Marketing Assistant	56	2
3120	----	2	E	Library IT Systems Administrator	60	2
3131	----	2	E	Library Operations Coordinator	59	2
3126	----	2	E	Library Reference Specialist	59	2
3105	----	2	E	Library Resource Services Manager	61	2
3132	----	5	E	Library Resource Services Technician	57	2
3130	----	2	E	Library Volunteer Coordinator	59	2
3128	----	2	E	Library Youth Services Manager	61	2
0166	----	6	NE	Mail Clerk	55	2
6117	359	8	NE	Maintenance Tech I	Union-E	6
6112	344	8	NE	Maintenance Worker	Union-E	6
0614	----	2	E	Management Analyst	58	2
4315	----	3	E	Manager of Energy Market Operations	91	2
1323	325	7	NE	Mechanic (CyRide)	Union-E	4
1322	322	8	NE	Mechanic Assistant	Union-E	4
1322	323	8	NE	Mechanic Assistant (CyRide)	Union-E	4
0608	----	5	E	Media Production Services Coordinator	58	2
2230	----	4	E	Mental Health Advocate	59	2
0141	300	6	NE	Meter Reader	Union-E	4
1122	----	1	E	Municipal Engineer	63	2
0224	----	2	E	Network Administrator	60	2
0216	----	3	NE	Network Technician	57	2
9405	999	6	NE	Office Worker	Temporary	1
0117	----	6	NE	Paralegal	58	2
2231	----	6	E	Parking Enforcement Coordinator	58	2

3213	----	1	E	Parks and Facilities Superintendent	62	2
3210	----	5	E	Parks and Facilities Supervisor	59	2
6114	348	8	NE	Parks Maintenance Specialist	Union-E	4
0134	----	6	NE	Payroll Coordinator	58	2
1212	----	2	E	Planner	60	2
1230	----	5	E	Plans Examiner	59	2
5411	342	7	NE	Plant Maintenance Operator	Union-E	4
5111	329	7	NE	Plant Maintenance Specialist	Union-E	4
1222	310	1	NE	Plumbing Inspector	Union-E	4
2224	----	1	E	Police Commander	63	2
2222	----	2	E	Police Lieutenant	62	2
2212	408	4	NE	Police Officer	Union-F	7
2214	410	4	NE	Police Officer	Union-F	7
2208	404	6	NE	Police Records Clerk	Union-F	7
2205	----	6	E	Police Records Supervisor	59	2
2221	----	3	E	Police Sergeant	61	2
2225	----	2	E	Police Support Services Manager	63	2
4112	704	8	NE	Power Plant Auxiliary Operator	Union-I	10
4323	----	2	E	Power Plant Engineer	90	2
4113	706	7	NE	Power Plant Fireworker	Union-I	10
4122	714	7	NE	Power Plant Maintenance Foreman	Union-I	11
4125	718	7	NE	Power Plant Maintenance Mechanic	Union-I	11
4124	716	8	NE	Power Plant Maintenance Worker	Union-I	11
4132	----	1	E	Power Plant Manager	92	2
4114	708	7	NE	Power Plant Operator	Union-I	10
0113	----	6	NE	Principal Clerk	56	2
0163	----	7	NE	Printing and Graphics Services Specialist	58	2
5412	343	8	NE	Process Maintenance Worker	Union-E	6
0175	----	5	NE	Procurement Specialist I	57	2
0172	----	5	NE	Procurement Specialist II	59	2
2228	----	6	NE	Property/Evidence Technician	56	2
2228	----	6	NE	Property/Evidence Technician	Temporary	1
0713	----	2	E	Public Relations Officer	61	2
2202	406	6	NE	Public Safety Dispatcher	Union-F	7
2201	416	6	NE	Public Safety Lead Dispatcher	Union-F	7
2204	----	6	NE	Public Safety Quality Assurance Coordinator	Temporary	1
0714	----	6	E	Public Works Management Analyst	58	2
6230	----	1	E	Public Works Operations Manager	62	2
6231	----	3	E	Public Works Operations Supervisor	61	2
0169	----	6	NE	Purchasing Clerk	56	2
0173	----	2	E	Purchasing Manager	62	2
0711	602	6	NE	Records and Materials Specialist	Union-H	9
9500	----	6	E	Records Manager/City Clerk	61	2
3201	----	5	E	Recreation Manager	59	2
3214	----	1	E	Recreation Superintendent	62	2
5222	----	2	E	Resource Recovery Asst. Superintendent	61	2
6154	372	7	NE	Resource Recovery Equipment Operator	Union-E	4
5220	339	7	NE	Resource Recovery Lead Operator	Union-E	4
5221	340	7	NE	Resource Recovery Maint. Operator	Union-E	4
6119	724	8	NE	Resource Recovery Maint. Tech. I	Union-E	6
6120	726	8	NE	Resource Recovery Maint. Tech. II	Union-E	6
5223	----	1	E	Resource Recovery Superintendent	62	2
0610	----	1	E	Risk Manager	61	2
9392	----	8	NE	School Crossing Guard	Temporary	1
3200	----	8	NE	Seasonal Parks and Recreation	Temporary	1

0121	----	6	NE	Secretary I	57	2
0122	----	6	NE	Secretary II	58	2
0112	----	6	NE	Senior Clerk	55	2
1112	----	3	NE	Senior Engineering Technician	59	2
6152	354	7	NE	Senior Heavy Equipment Operator	Union-E	4
6113	346	8	NE	Senior Maintenance Worker	Union-E	4
0142	302	6	NE	Senior Meter Reader	Union-E	4
1319	364	8	NE	Service Worker	Union-E	5
2113	----	4	E	Shift Commander	62*	2
0171	600	6	NE	Storekeeper	Union-H	9
1126	----	3	E	Stormwater Resource Analyst	59	2
1123	----	2	E	Stormwater Specialist	59	2
6211	----	7	NE	Streets Maintenance Foreman	59	2
6115	351	7	NE	Streets Maintenance Lead Worker	Union-E	6
6213	----	3	E	Streets Operations Supervisor	61	2
4218	616	7	NE	Substation Electrician	Union-H	9
4209	604	8	NE	Substation Electrician Assistant	Union-H	9
6126	626	7	NE	Substation Crew Leader	Union-H	9
0221	----	2	E	Systems Analyst	60	2
9407	----	3	NE	Technical Assistant	Temporary	1
4232	----	3	E	Technical Services Supervisor	90	2
9450	----	1	E	Temporary Manager	Temporary	1
1133	----	2	E	Traffic Engineer I	61	2
1136	----	2	E	Traffic Engineer II	62	2
1131	308	3	NE	Traffic Signal Technician	Union-E	6
1134	309	3	NE	Traffic Signal Technician Lead Worker	Union-E	6
1132	----	3	E	Traffic Supervisor	61	2
1137	358	7	NE	Traffic Technician	Union-E	6
1139	361	7	NE	Traffic Technician II	Union-E	6
1141	363	7	NE	Traffic Technician III	Union-E	6
1311	316	8	NE	Transit Driver	Union-E	4
1311	----	8	NE	Transit Driver (< 20 hrs/week)	Temporary	1
1310	----	5	E	Transit Maintenance Coordinator	60	2
1313	----	6	NE	Transit Dispatcher	57	2
1314	----	5	E	Transit Operations Manager	60	2
1312	----	2	E	Transit Operations Supervisor	61	2
1305	----	2	E	Transit Planner/EEO Officer	60	2
1316	----	5	E	Transit Scheduler/Admin Analyst	60	2
1309	----	3	NE	Transit Technology Coordinator/Dispatcher	59	2
1320	----	5	E	Transit Trainer	59	2
1129	----	2	E	Transportation Planner	60	2
6110	344	8	NE	Treatment Plant Maintenance Worker	Union-E	6
6151	352	8	NE	Truck Driver	Union-E	4
4212	610	8	NE	Truck Driver/Groundworker	Union-H	9
3216	----	5	E	Turf Maintenance Supervisor	59	2
9403	999	8	NE	Unclassified Labor	Temporary	1
9404	999	8	NE	Unclassified Skilled Laborer	Temporary	1
4210	606	7	NE	Underground Electric Serviceworker	Union-H	9
0310	----	2	E	Utility Accounts Supervisor	61	2
0135	----	6	NE	Utility Accounts Technician	57	2
0136	----	6	NE	Utility Customer Services Clerk	56	2
4320	----	2	E	Utility Engineer	90	2
5121	----	7	NE	Utility Maintenance Foreman	59	2
5141	336	3	NE	Water & PC Laboratory Analyst	Union-E	4
5143	----	1	E	Water & PC Laboratory Supervisor	60	2

5140	334	3	NE	Water & PC Laboratory Technician	Union-E	4
6117	359	8	NE	Water & PC Maintenance Technician I	Union-E	6
6118	360	8	NE	Water & PC Maintenance Technician II	Union-E	6
5132	-----	3	E	Water Meter Supervisor	60	2
5131	332	8	NE	Water Meter Technician	Union-E	4
5114	-----	2	E	Water Plant Assistant Superintendent	61	2
5115	337	7	NE	Water Plant Assistant Operator	Union-E	4
5112	328	7	NE	Water Plant Operator	Union-E	4
5113	-----	1	E	Water Plant Superintendent	62	2
5130	330	8	NE	Water Utility Locator	Union-E	4
5142	-----	3	NE	Water/Wastewater Laboratory Aide	Temporary	1
3208	-----	5	E	Wellness Program Manager	59	2
5212	337	7	NE	WPC Plant Assistant Operator	Union-E	5
5215	-----	2	E	WPC Plant Assistant Superintendent	61	2
5213	338	7	NE	WPC Plant Operator	Union-E	4
5214	-----	1	E	WPC Plant Superintendent	62	2

5/28/2020

## NUMERICAL LISTING

<u>CODE</u>	<u>HTE</u>	<u>EEO</u>	<u>FLSA</u>	<u>CLASSIFICATION</u>	<u>PAY GRADE</u>	<u>PAGE</u>
0112	----	6	NE	Senior Clerk	55	2
0113	----	6	NE	Principal Clerk	56	2
0117	----	6	NE	Paralegal	58	2
0118	----	6	NE	Legal Secretary	57	2
0119	----	6	NE	Legal Technician	57	2
0120	----	5	E	Legal Services Administrative Assistant	59	2
0121	----	6	NE	Secretary I	57	2
0122	----	6	NE	Secretary II	58	2
0124	----	1	E	Customer Support Coordinator	59	2
0131	402	6	NE	Parking Meter Attendant	Union-F	7
0132	----	6	NE	Cashier	56	2
0133	----	6	NE	Account Clerk	56	2
0134	----	6	NE	Payroll Coordinator	58	2
0135	----	6	NE	Utility Accounts Technician	57	2
0136	----	6	NE	Utility Customer Services Clerk	56	2
0141	300	6	NE	Meter Reader	Union-E	4
0142	302	6	NE	Senior Meter Reader	Union-E	4
0163	----	7	NE	Printing and Graphics Services Specialist	58	2
0166	----	6	NE	Mail Clerk	55	2
0169	----	6	NE	Purchasing Clerk	56	2
0171	600	6	NE	Storekeeper	Union-H	9
0172	----	5	NE	Procurement Specialist II	59	2
0173	----	2	E	Purchasing Manager	62	2
0174	----	1	E	Director of Fleet Services	65	3
0175	----	5	NE	Procurement Specialist I	57	2
0212	----	6	NE	Help Desk Specialist	56	2
0213	----	5	NE	IT Operations Technician	57	2
0215	----	5	NE	Client Support Specialist II	57	2
0216	----	3	NE	Network Technician	57	2
0217	----	3	NE	Client Support Specialist I	56	2
0218	----	2	E	Client Support Coordinator	60	2
0221	----	2	E	Systems Analyst	60	2
0222	----	1	E	Information Technology Manager	62	2
0224	----	2	E	Network Administrator	60	2
0225	----	3	NE	IT Specialist - Public Safety	58	2
0306	----	2	NE	Budget Analyst	59	2
0307	----	2	NE	Accountant	59	2
0308	----	2	E	Budget Manager	62	2
0310	----	2	E	Utility Accounts Supervisor	61	2
0312	----	2	E	Investment Officer	60	2
0313	----	1	E	Accounting & Reporting Manager	62	2
0314	----	1	E	Director of Finance	65	3
0411	----	2	E	Assistant City Attorney I	61	2
0412	----	2	E	Assistant City Attorney II	63	2
0509	----	2	E	Health Promotion Coordinator	60	2
0510	----	2	E	Human Resources Officer I	60	2
0511	----	5	E	Human Resources Analyst	58	2
0513	----	2	E	Human Resources Officer II	61	2
0514	----	1	E	Director of Human Resources	65	3
0515	----	6	NE	Human Resources Secretary I	57	2
0608	----	3	E	Media Production Services Coordinator	58	2

0610	----	1	E	Risk Manager	61	2
0611	----	1	E	Assistant to the City Manager	64	3
0612	----	1	E	Assistant City Manager	65	3
0614	----	2	E	Management Analyst	58	2
0711	602	6	NE	Records and Materials Specialist	Union-H	9
0713	----	2	E	Public Relations Officer	61	2
0714	----	6	E	Public Works Management Analyst	58	2
1110	304	5	NE	Engineering Technician I	Union-E	4
1111	306	3	NE	Engineering Technician II	Union-E	4
1112	----	3	NE	Senior Engineering Technician	59	2
1115	----	3	NE	GIS Specialist	59	2
1116	999	8	NE	Co-op	Temporary	1
1120	----	2	E	Civil Engineer I	60	2
1121	----	2	E	Civil Engineer II	62	2
1122	----	1	E	Municipal Engineer	63	2
1123	----	2	E	Stormwater Specialist	59	2
1124	----	3	NE	Civil Design Technician	59	2
1125	----	2	E	GIS Coordinator	61	2
1126	----	3	E	Stormwater Resource Analyst	59	2
1129	----	2	E	Transportation Planner	60	2
1131	308	3	NE	Traffic Signal Technician	Union-E	6
1132	----	3	E	Traffic Supervisor	61	2
1133	----	2	E	Traffic Engineer I	61	2
1134	309	3	NE	Traffic Signal Technician Lead Worker	Union-E	6
1136	----	2	E	Traffic Engineer II	62	2
1137	358	7	NE	Traffic Technician	Union-E	6
1139	361	7	NE	Traffic Technician II	Union-E	6
1141	363	7	NE	Traffic Technician III	Union-E	6
1212	----	2	E	Planner	60	2
1214	----	2	E	Assistant Planner	58	2
1216	----	2	E	Housing Coordinator	61	2
1222	310	1	NE	Plumbing Inspector	Union-E	4
1223	312	1	NE	Electrical Inspector	Union-E	4
1224	----	1	E	Building Official	62	2
1225	314	9	NE	Housing Inspector	Union-E	4
1225	314	1	NE	Housing Inspector	Union-E	4
1226	315	1	NE	Building and Zoning Inspector	Union-E	4
1227	----	2	E	Assistant Building Official	60	2
1228	313	10	NE	Community Codes Liaison	Union-E	4
1228	313	1	NE	Community Codes Liaison	Union-E	4
1230	----	5	E	Plans Examiner	59	2
1232	----	1	E	Director of Planning and Housing	65	3
1305	----	2	E	Transit Planner/EEO Officer	60	2
1307	321	8	NE	Lead Lane Worker	Union-E	4
1309	----	3	NE	Transit Technology Coordinator/Dispatcher	59	2
1310	----	5	E	Transit Maintenance Coordinator	60	2
1311	316	8	NE	Transit Driver	Union-E	4
1311	----	8	NE	Transit Driver (< 20 hrs/week)	Temporary	1
1312	----	2	E	Transit Operations Supervisor	61	2
1313	----	6	NE	Transit Dispatcher	57	2
1314	----	5	E	Transit Operations Manager	60	2
1315	----	1	E	Director of Transit	65	3
1316	----	5	E	Transit Scheduler/Admin Analyst	60	2
1317	----	1	E	Assistant Transit Director-Fleet & Facilities	62	2
1318	320	8	NE	Laneworker	Union-E	4
1319	364	8	NE	Service Worker	Union-E	5

1320	----	5	E	Transit Trainer	59	2
1321	----	1	E	Assistant Transit Director-Operations	63	2
1322	322	8	NE	Mechanic Assistant	Union-E	4
1322	323	8	NE	Mechanic Assistant (CyRide)	Union-E	4
1323	325	7	NE	Mechanic (CyRide)	Union-E	4
1324	327	7	NE	Lead Mechanic (CyRide)	Union-E	4
1326	370	7	NE	Fleet Technician	Union-E	5
1328	371	7	NE	Lead Fleet Technician	Union-E	4
2111	504	4	NE	Firefighter	Union-G	8
2112	506	2	NE	Fire Lieutenant	Union-G	8
2113	----	4	E	Shift Commander	62*	2
2114	508	1	NE	Fire Inspector	Union-G	8
2116	----	1	E	Fire Chief	65	3
2117	----	1	E	Deputy Fire Chief	63	2
2119	----	2	E	Fire Training Officer	61	2
2200	----	6	E	Emergency Communications Supervisor	60	2
2201	416	6	NE	Public Safety Lead Dispatcher	Union-F	7
2202	406	6	NE	Public Safety Dispatcher	Union-F	7
2204	----	6	NE	Public Safety Quality Assurance Coordinator	Temporary	1
2205	----	6	E	Police Records Supervisor	59	2
2206	----	4	NE	Community Safety Officer Coordinator	Temporary	1
2207	403	6	NE	Lead Police Records Clerk	Union-F	7
2208	404	6	NE	Police Records Clerk	Union-F	7
2209	----	4	NE	Community Safety Officer	Temporary	1
2212	408	4	NE	Police Officer	Union-F	7
2214	410	4	NE	Police Officer	Union-F	7
2221	----	3	E	Police Sergeant	61	2
2222	----	2	E	Police Lieutenant	62	2
2223	----	1	E	Chief of Police	65	3
2224	----	1	E	Police Commander	63	2
2225	----	2	E	Police Support Services Manager	63	2
2228	----	6	NE	Property/Evidence Technician	56	2
2228	----	6	NE	Property/Evidence Technician	Temporary	1
2229	----	6	NE	Lead Property-Evidence Technician	57	2
2229	----	6	NE	Lead Property-Evidence Technician	Temporary	1
2230	----	4	E	Mental Health Advocate	59	2
2231	----	6	E	Parking Enforcement Coordinator	58	2
2305	----	3	NE	Animal Control Veterinary Technician	56	2
2308	400	6	NE	Animal Control Clerk	Union-F	7
2310	----	8	NE	Animal Control Attendant	Temporary	1
2311	412	8	NE	Animal Control Officer	Union-F	7
2311	----	8	NE	Animal Control Officer	Temporary	1
2312	----	3	E	Animal Control Supervisor	61	2
3105	----	2	E	Library Resource Services Manager	61	2
3106	----	6	NE	Library Clerk - Adult/Youth Services	53	2
3107	----	6	NE	Library Client Support Technician	57	2
3108	----	1	E	Library Adult Services Manager	61	2
3109	----	6	NE	Library Clerk - Customer Account Services	53	2
3110	----	8	NE	Library Building Maintenance Supervisor	57	2
3111	----	6	NE	Library Clerk - Resource Services	53	2
3112	999	8	NE	Library Custodial Assistant	Temporary	1
3113	----	5	NE	Library Assistant	57	2
3114	----	2	E	Library Community Relations Specialist	58	2
3116	----	6	NE	Technical Services Assistant	56	2
3116	----	6	NE	Library Cataloging Clerk	53	2
3117	----	5	NE	Library Administrative Assistant	58	2

3120	----	2	E	Library IT Systems Administrator	60	2
3121	----	2	E	Librarian	58	2
3123	----	1	E	Library Director	65	3
3126	----	2	E	Library Reference Specialist	59	2
3128	----	2	E	Library Youth Services Manager	61	2
3129	----	2	E	Library Customer Account Services Manager	61	2
3130	----	2	E	Library Volunteer Coordinator	59	2
3131	----	2	E	Library Operations Coordinator	59	2
3131	----	2	E	Library Operations Services Manager	61	2
3132	----	5	E	Library Resource Services Technician	57	2
3133	----	6	NE	Library Marketing Assistant	56	2
3200	----	8	NE	Seasonal Parks and Recreation	Temporary	1
3201	----	5	E	Recreation Manager	59	2
3202	----	5	E	Aquatics & Activities Manager	59	2
3206	----	2	E	Aud., Bandshell, & Community Center Mgr	59	2
3208	----	5	E	Wellness Program Manager	59	2
3209	----	5	E	Ice Arena Manager	59	2
3210	----	5	E	Parks and Facilities Supervisor	59	2
3211	----	2	E	Aquatics & Activities Supervisor	59	2
3213	----	1	E	Parks and Facilities Superintendent	62	2
3214	----	1	E	Recreation Superintendent	62	2
3215	----	1	E	Director of Parks and Recreation	65	3
3216	----	5	E	Turf Maintenance Coordinator	58	2
4110	700	8	NE	Lead Coal Handler	Union-I	10
4111	702	8	NE	Coal Handler	Union-I	10
4112	704	8	NE	Power Plant Auxiliary Operator	Union-I	10
4113	706	7	NE	Power Plant Fireworker	Union-I	10
4114	708	7	NE	Power Plant Operator	Union-I	10
4117	709	3	NE	Environmental Instrument & Control Tech	Union-I	10
4118	709	3	NE	Instrument and Control Technician	Union-I	10
4122	714	7	NE	Power Plant Maintenance Foreman	Union-I	11
4124	716	8	NE	Power Plant Maintenance Worker	Union-I	11
4125	718	7	NE	Power Plant Maintenance Mechanic	Union-I	11
4129	----	2	E	Electric Services Operations Supt	90	2
4130	----	2	E	Electric Services Maintenance Supt	90	2
4132	----	1	E	Power Plant Manager	92	2
4209	604	8	NE	Substation Electrician Assistant	Union-H	9
4210	606	7	NE	Underground Electric Serviceworker	Union-H	9
4211	608	8	NE	Groundswoker	Union-H	9
4212	610	8	NE	Truck Driver/Groundswoker	Union-H	9
4213	612	7	NE	Electric Service Worker	Union-H	9
4214	628	7	NE	Apprentice Electric Lineworker	Union-H	9
4215	614	7	NE	Electric Lineworker	Union-H	9
4217	630	8	NE	Appr. Substation Electrician	Union-H	9
4218	616	7	NE	Substation Electrician	Union-H	9
4221	618	7	NE	Electric Line Crew Leader	Union-H	9
4222	----	2	E	Assistant Electric Distribution Supt.	90	2
4224	----	1	E	Electric Distribution Manager	91	2
4230	632	7	NE	Appr. Electric Meter Repair Worker	Union-H	9
4231	620	7	NE	Electric Meter & Relay Technician	Union-H	9
4232	----	3	E	Technical Services Supervisor	90	2
4310	----	5	NE	Electric GIS Specialist	59	2
4311	622	5	NE	Electrical Engineering Assistant	Union-H	9
4312	624	3	NE	Electrical Engineering Technician	Union-H	9
4315	----	3	E	Manager of Energy Market Operations	91	2
4316	----	2	E	Energy Services Coordinator	60	2

4318	----	2	E	Electrical Engineer II	90	2
4319		2	E	Electrical Engineer I	60	2
4320	----	2	E	Utility Engineer	90	2
4322	----	2	E	Electrical Engineering Manager	92	2
4323	----	2	E	Power Plant Engineer	90	2
4331	----	1	E	Assistant Director Electric Services	94	2
4332	----	1	E	Director of Electric Services	96	3
5111	329	7	NE	Plant Maintenance Specialist	Union-E	4
5112	328	7	NE	Water Plant Operator	Union-E	4
5113	----	1	E	Water Plant Superintendent	62	2
5114	----	2	E	Water Plant Assistant Superintendent	61	2
5115	337	7	E	Water Plant Assistant Operator	60	2
5121	----	7	NE	Utility Maintenance Foreman	59	2
5130	330	8	NE	Water Utility Locator	Union-E	4
5131	332	8	NE	Water Meter Technician	Union-E	4
5132	----	3	E	Water Meter Supervisor	60	2
5133	----	3	NE	Cross Connection Control Coordinator	59	2
5140	334	3	NE	Water & PC Laboratory Technician	Union-E	4
5141	336	3	NE	Water & PC Laboratory Analyst	Union-E	4
5142	----		NE	Water/Wastewater Laboratory Aide	Temporary	1
5143	----	1	E	Water & PC Laboratory Supervisor	60	2
5212	337	7	NE	WPC Plant Assistant Operator	Union-E	5
5213	338	7	NE	WPC Plant Operator	Union-E	4
5214	----	1	E	WPC Plant Superintendent	62	2
5215	----	2	E	WPC Plant Assistant Superintendent	61	2
5220	339	7	NE	Resource Recovery Lead Operator	Union-E	4
5221	340	7	NE	Resource Recovery Maint. Operator	Union-E	4
5222	----	2	E	Resource Recovery Asst. Superintendent	61	2
5223	----	1	E	Resource Recovery Superintendent	62	2
5305	----	2	E	Environmental Engineer I	60	2
5306	----	2	E	Environmental Engineer II	61	2
5309	----	2	E	Environmental Specialist	60	2
5311	----	1	E	Assistant Director of Water and PC	63	2
5312	----	1	E	Director of Water and WPC	65	3
5411	342	7	NE	Plant Maintenance Operator	Union-E	4
5412	343	8	NE	Process Maintenance Worker	Union-E	6
6108	----	6	E	City Forester	59	2
6110	344	8	NE	Treatment plant Maintenance Worker	Union-E	6
6111	362	8	NE	Laborer	Union-E	5
6112	344	8	NE	Maintenance Worker	Union-E	6
6113	346	8	NE	Senior Maintenance Worker	Union-E	4
6114	348	8	NE	Parks Maintenance Specialist	Union-E	4
6115	351	7	NE	Streets Maintenance Lead Worker	Union-E	6
6117	359	8	NE	Maintenance Tech I	Union-E	6
6117	359	8	NE	Water & PC Maintenance Technician I	Union-E	6
6118	360	8	NE	Water & PC Maintenance Technician II	Union-E	6
6119	724	8	NE	Resource Recovery Maint. Tech. I	Union-E	6
6120	726	8	NE	Resource Recovery Maint. Tech. II	Union-E	6
6121	350	7	NE	Building Maintenance Specialist	Union-E	4
6123	720	7	NE	Electrician	Union-I	11
6126	626	7	NE	Substation Crew Leader	Union-H	9
6140	----	1	E	Fleet Support Manager	61	2
6151	352	8	NE	Truck Driver	Union-E	4
6152	354	7	NE	Senior Heavy Equipment Operator	Union-E	4
6153	356	7	NE	Heavy Equipment Operator	Union-E	4
6154	372	7	NE	Resource Recovery Equipment Operator	Union-E	4

6163	366	8	NE	Custodian	Union-E	5
6163	722	8	NE	Custodian	Union-I	11
6211	----	7	NE	Streets Maintenance Foreman	59	2
6213	----	3	E	Streets Operations Supervisor	61	2
6221	----	7	NE	Grounds Foreman	58	2
6222	----	3	E	Grounds Supervisor	60	2
6230	----	1	E	Public Works Operations Manager	62	2
6231	----	3	E	Public Works Operations Supervisor	61	2
6232	----	1	E	Director of Public Works	65	3
9403	999	8	NE	Unclassified Labor	Temporary	1
9404	999	8	NE	Unclassified Skilled Laborer	Temporary	1
9405	999	6	NE	Office Worker	Temporary	1
9407	----	3	NE	Technical Assistant	Temporary	1
9450	----	1	E	Temporary Manager	Temporary	1
9500	----	6	E	Records Manager/City Clerk	61	2

# MEMO



**TO:** Members of the City Council

**FROM:** John A. Haila, Mayor

**DATE:** June 5, 2020

**SUBJECT:** Iowa State University Student Government Appointments to Ames Transit Agency Board of Trustees

The Council needs to confirm appointments of two members of the Iowa State Student Government to serve on the Ames Transit Agency Board of Trustees. The City has been notified that Jacob Schrader and Jacob Ludwig have been appointed by the ISU Student Government to serve on the Board.

Therefore, I recommend that the City Council confirm the appointments of Jacob Schrader and Jacob Ludwig to the Ames Transit Agency Board of Trustees each for a one-year term beginning May 15, 2020.

/drv

**COUNCIL ACTION FORM**

**SUBJECT: VACATION AND CONVEYANCE OF RIGHT-OF-WAY ADJACENT 2400 AND 2500 SE 16<sup>TH</sup> STREET**

**BACKGROUND:**

City staff has received a request from James Bergkamp Jr., representing Van Wall Equipment Inc., owner of 2400 and 2500 SE 16<sup>th</sup> Street, to vacate and purchase City right-of-way (ROW) adjacent those properties (see Attachment A). The reason for this request is to acquire additional land area to help facilitate the future development of these lots.

The requested ROW vacation area is 13,926.5 square feet (SF) in size and is adjacent to the south edge of 2400 SE 16<sup>th</sup> St (see Attachment B for a map). Apart from Van Wall, there are no other property owners abutting this ROW.

As stated in the request, Van Wall has agreed to purchase the ROW, if vacated, at the valuation determined by the City's standard formula. That valuation is \$28,410.06, which is based on 2020 land values for comparable vacant properties in the vicinity minus 10% for processing this as a Quit Claim Deed and 15% for retainage of the area as easements (see Attachment C).

If vacated, **this area would require a permanent easement for access and maintenance of the existing entryway lighting enhancements along US Highway 30.** In addition, local utilities were contacted and **Ames Electric indicated that an electric easement would also be needed over this area.** All other utilities responded that they do not have, nor plan to have, any of their infrastructure within this proposed ROW vacation area.

The City's Legal staff will be preparing easement documents. Ideally, the executed easement will be received from Van Wall prior to the third reading of vacation and public hearing approving conveyance on July 28, 2020. However, if the easement has not been received at that time, the vacation and conveyance hearing may still proceed because the City Clerk will withhold processing the conveyance until the executed easement is received from Van Wall.

**ALTERNATIVES:**

1. a. Set the date of public hearing as June 23, 2020 for the first reading to approve the vacation of the ROW area adjacent 2400 and 2500 SE 16<sup>th</sup> Street.
- b. Set the date of public hearing as July 28, 2020 to approve the conveyance of the vacated ROW to the owners of 2400 and 2500 SE 16<sup>th</sup> Street (Van Wall Equipment Inc.) for \$28,410.06 as determined by the adopted City Council policy.
2. Retain this land and deny the request to vacate the ROW area adjacent 2400 and 2500 SE 16<sup>th</sup> Street.

**MANAGER'S RECOMMENDED ACTION:**

Vacation and sale of this ROW area will facilitate the future development of the properties at 2400 and 2500 SE 16<sup>th</sup> Street. Furthermore, the ROW area is not large enough to be developed individually and provides access to only Van Wall's properties. Access to City lighting and electric facilities will be maintained with establishment of the new easement.

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

## ATTACHMENT A

FW: Van Wall - 2400 and 2500 SE 16th St.

jamiebergkamp@adellaw.com <jamiebergkamp@adellaw.com>

Fri 5/29/2020 11:19 AM

To: Nathan Willey <Nathan.Willey@cityofames.org>

 1 attachments (101 KB)

Attachment C - ROW valuation.pdf;

Nathan:

Van Wall Equipment, Inc. (Van Wall) purchased 2400 SE 16<sup>th</sup> St., Ames, Iowa on May 21, 2020. Van Wall already owned the adjacent lot, 2500 SE 16<sup>th</sup> St.

Van Wall plans to combine the two lots and create a combined space that will be suitable for future development of a restaurant or other business. With that background, Van Wall would like to purchase the Right-of-Way owned by the City of Ames adjacent to the south lines of 2400 and 2500 SE 16<sup>th</sup> St. Van Wall is agreeable to the City's valuation set forth in the attachment. Van Wall is agreeable to conveying back easements over the Right-of-Way purchased for maintenance of the street lights. The acquisition of the Right-Of-Way will make the property more marketable and will be able to be used for setback requirements and will assist in generating more area for parking. In short, it will aid in the future development of the property.

Please have this item placed on the City's agenda for the required readings and an ultimate action item for Council approval of the conveyance of the Right-Of-Way to Van Wall.

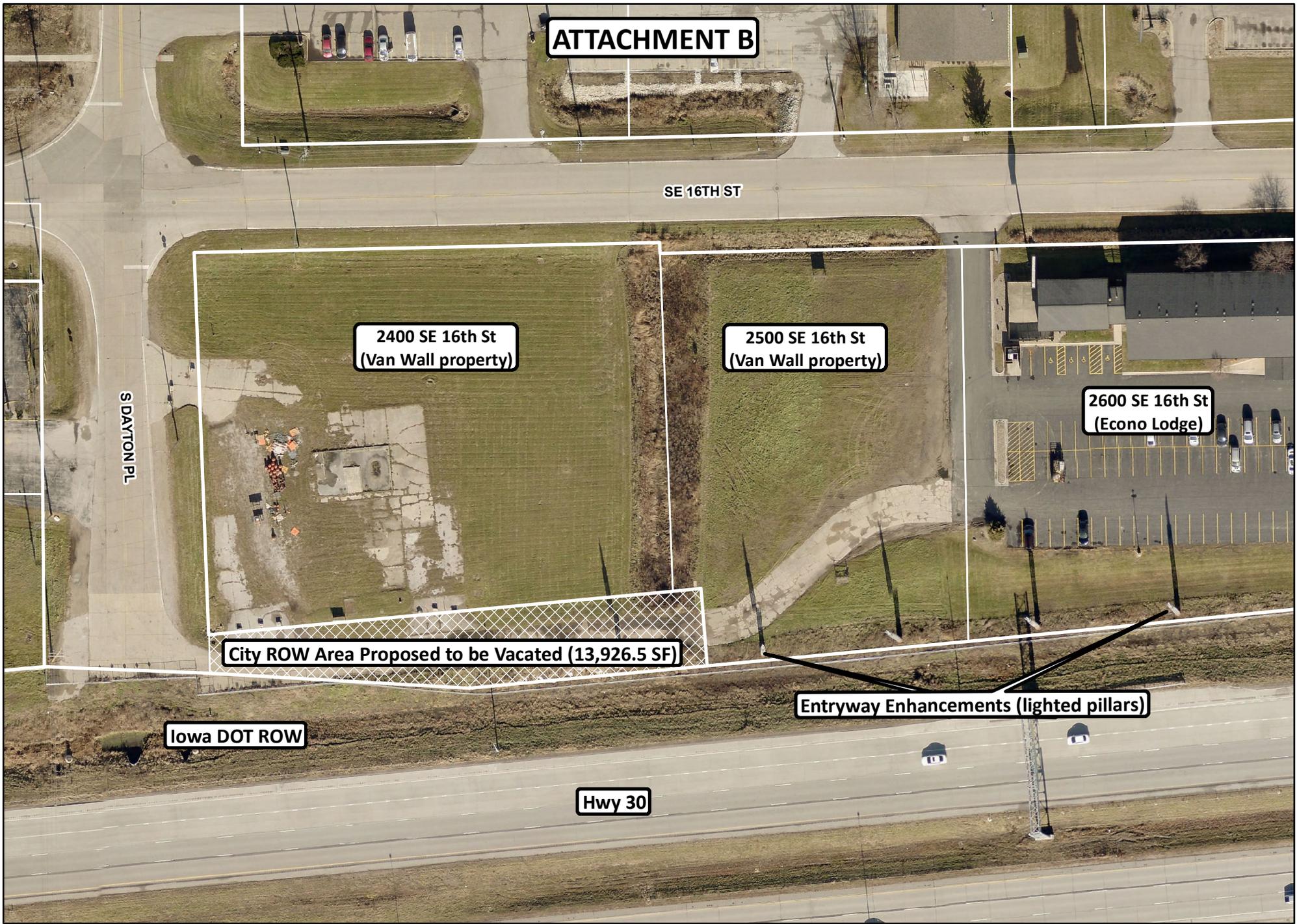
Please let me know if you need anything further.

Thank you.

Jamie

**Jamie Bergkamp**  
**Bergkamp, Hemphill & McClure, PC**  
**218 South 9th Street**  
**Adel, IA 50003**  
**Phone: 515-993-1000**  
**Fax: 515-993-3746**  
**JamieBergkamp@adellaw.com**

**ATTACHMENT B**



S DAYTON PL

SE 16TH ST

2400 SE 16th St  
(Van Wall property)

2500 SE 16th St  
(Van Wall property)

2600 SE 16th St  
(Econo Lodge)

City ROW Area Proposed to be Vacated (13,926.5 SF)

Iowa DOT ROW

Hwy 30

Entryway Enhancements (lighted pillars)



**Proposed Vacation of City ROW:  
Adjacent to 2400 & 2500 SE 16th Street  
(Van Wall Equipment Inc.)**



1 inch = 80 feet  
Date: 5/29/2020

## ATTACHMENT C

**PROPOSED SALE OF CITY LAND:**

**ROW area adjacent to 2400 & 2500 SE 16th Street**

Comparable Property Address	Assessed Area (SF)	Assessed 2020 Land Value	\$/Square Foot (SF)
1499 S Dayton Ave	717,604	\$ 169,600	\$ 0.24
1613 S Dayton Place	37,690	\$ 162,100	\$ 4.30
2305 E Lincoln Way	168,708	\$ 252,800	\$ 1.50
1920 SE 16th St	67,931	\$ 607,000	\$ 8.94
2400 SE 16th St	70,671	\$ 207,400	\$ 2.93
2500 SE 16th St	49,103	\$ 208,200	\$ 4.24
2809 Wakefield Circle	58,932	\$ 108,300	\$ 1.84
417 S Bell Ave	79,900	\$ 62,600	\$ 0.78
815 S Bell Ave	50,577	\$ 87,700	\$ 1.73
915 S Bell Ave	55,337	\$ 96,000	\$ 1.73
1015 S Bell Ave	55,779	\$ 96,800	\$ 1.74

<b>Average SF Value:</b>	<b>\$ 2.72</b>
--------------------------	----------------

City ROW Adjacent to:	Area (SF)	Area Value	Total Value (Minus 10% for Deed & 15% for Easements)
2400 & 2500 SE 16th St	13,926.5	\$ 37,880.08	\$ 28,410.06

ITEM#: 14  
DATE: 06-09-20

## COUNCIL ACTION FORM

**SUBJECT: PRAIRIE VIEW INDUSTRIAL CENTER UTILITY EXTENSION PROJECT  
(EAST INDUSTRIAL AREA UTILITIES)**

### **BACKGROUND:**

The East Industrial Area Utility Extension Project consists of the extension of water and sanitary sewer to the recently annexed area east of Interstate 35 (I-35). Water main and gravity sewer will be installed between I-35 and Potter Ave (formerly 590th), force sewer will be installed from Teller Ave (formerly 580th) to west of Freel Drive, and a sewer lift station will be constructed. Most of this new area to be served by City utilities east of I-35 has been certified by the Iowa Economic Development Authority as the Prairie View Industrial Center.

Due to very high costs, on April 28, 2020, City Council rejected bids for construction of these improvements. Staff was directed to contract with Stanley Consultants Inc. to create revised plans and specifications for extending utilities along East Lincoln Way at a reduced cost (stopping sanitary sewer at Teller Ave.) with the goal to rebid the project in summer 2020. **The revised plans for re-bid will have a Base Bid of extending sanitary sewer to Teller Avenue (580th) with an “Add Alternate” for consideration to extend sanitary sewer east of Teller Avenue, as originally planned.** The extents for water main installation will still be extended to the eastern edge of the industrial area, which is the same as previously bid plans.

**City staff, in partnership with Ames Chamber of Commerce & Economic Development staff, have identified a potential federal economic development grant that could apply toward this project.** During a conference call with the Economic Development Administration (EDA) representative, it was identified that installation of resilient infrastructure to facilitate the growth and development of business along the East Lincoln Way and the Prairie View Industrial Center makes this a favorable project for EDA consideration. City and Chamber staff are currently working on the application, including a Preliminary Engineering Report, to be submitted for EDA review and consideration. **The grant application will be in the amount of \$3,500,000 from EDA (Department of Commerce), which is the same grant source recently received for the ISU Research Park Phase IV.**

In order to complete the application and submit it for consideration in June 2020, City Council is being asked to designate Tracy Warner, Municipal Engineer, as the Authorized Representative to sign the grant application. If the grant is awarded, a funding agreement will come back to City Council for authorization. Funds would likely become available after October 2020.

**The City Council should note that if federal funds for this project are received, additional requirements for prevailing wages and reporting will apply. Therefore, bids received may be higher due to these requirements. However, it is staff's hope that the federal funds received would more than offset these increased expenses.**

**ALTERNATIVES:**

1. Authorize staff to prepare and submit an application for this grant and designate Tracy Warner, Municipal Engineer, as the applicant's Authorized Representative for the Prairie View Industrial Center Utility Extension project.
2. Reject the EDA grant application and direct staff to pursue plan modifications and re-bidding in summer 2020.

**MANAGER'S RECOMMENDED ACTION:**

The original bids for extending water and sewer along East Lincoln Way into the Prairie View Industrial Center were \$2.6M over budget. This grant could facilitate the project moving forward without significant additional local funds.

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

**COUNCIL ACTION FORM**

**SUBJECT: PROPERTY BROKERAGE AGREEMENT RENEWAL FOR FY 2020/21**

**BACKGROUND:**

The City contracts with Willis of Greater Kansas, Inc., to provide property insurance brokerage services for the City's property insurance program. This contract stems from a three-year agreement with Willis initiated in 2011. After the initial three-year term, both parties agreed to extend the agreement for each of the optional one-year extensions. From FY 2011/12 through FY 2018/19, these services were \$45,000 per year. Willis raised its fee for FY 2019/20 to \$50,000. **Willis has agreed to extend this agreement through June 30, 2021 at the same cost of \$50,000.**

Under Willis' guidance, the City's property program has been divided into a municipal property insurance program and a power property program. Last year City staff instructed Willis to take the City's property insurance to the marketplace. The City seeks Willis' advice on a regular basis regarding risk mitigation efforts, insurance coverage strategies, and in completing claim documentation in the event of losses.

**ALTERNATIVES:**

1. Approve an extension of the property brokerage agreement with Willis of Greater Kansas, Inc. in the amount of \$50,000 for a period beginning July 1, 2020 and ending June 30, 2021.
2. Do not approve an extension of the property brokerage agreement and seek proposals from other companies.

**CITY MANAGER'S RECOMMENDED ACTION:**

The City utilizes the services of a property insurance broker to access to the property insurance market and to assist in managing the property insurance portfolio. Without these services, a great deal of the administration of the City's property insurance program would revert to City staff. Willis has provided excellent service in brokering the City's property insurance policies.

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

**COUNCIL ACTION FORM**

**SUBJECT:**           **PROPERTY INSURANCE RENEWAL FOR FY 2020/21**

**BACKGROUND:**

The City contracts with Willis of Greater Kansas, Inc., to provide property insurance brokerage services for the City's property insurance program. Willis has obtained quotes for property insurance coverage for FY 2020/21 and a proposed option is now being presented for City Council approval.

The City's property insurance program is split into two main components:

- 1) The "Power" component, which covers Resource Recovery, the Power Plant, and assets related to the electrical infrastructure. In FY 2018/19 this coverage was moved to Starr Tech.
- 2) The "Municipal" component, which covers all other City property. This component has been underwritten by Chubb Insurance Group since 2012.

Splitting the City's insurance coverage into two major components allows for an optimization of terms and pricing to fit each insurer's specialty, rather than placing all City property under a one-size-fits-all program. In addition, the broker arranges for flood insurance for properties susceptible to flood damage (CyRide, WPC and Furman Aquatic Center).

After initiating the brokerage arrangement with Willis, the City modified its philosophy regarding how much insurance to purchase for property coverage. Prior to 2012, the City purchased insurance coverage equal to 100% of the total value of all City assets, even though there was a very small likelihood that all the City's assets would be totally destroyed in even the most devastating of events. **In 2012, the City Council authorized staff to procure insurance using the technique of Maximum Foreseeable Loss (MFL). Under this technique, the valuation to cover was based on the scenario of a large EF5 tornado touching down near the CyRide facility and destroying everything between it and the Public Works warehouse in east Ames. This assumption is used to calculate the Total Insured Value included in the property insurance program.**

**QUOTATION SUMMARY**

As with prior years through Willis, the municipal and flood coverage in the renewal proposal comes from Chubb (municipal property), and RSUI (flood insurance). **The account rates for Chubb and RSUI have increased significantly compared to FY**

**2019/20.** This is due to the commercial property market hardening because of numerous catastrophic events worldwide. The flood insurance quote also increased because of the recent flooding in the Midwest. **Staff requested Willis take the municipal property and flood insurance to the marketplace, but no other carrier was able to improve upon the incumbent carriers' rates.** The quotation details for the municipal portion of the program are as follows:

<b>FY 2020/21 'Municipal' Facilities Renewal {Chubb &amp; RSUI}</b>			
<b>Chubb "Municipal" Assets Coverage</b>	<b>FY 2020/21</b>	<b>FY 2019/20</b>	<b>Change</b>
Indexed Insured Values@ Replacement Cost, including CvRide Buses on Premises	<b>\$253,604,697</b>	\$255,226,800	-0.6%
Chubb Rate	<b>.0683</b>	.0594	15%
Chubb Premium	<b>\$173,278</b>	\$151,672	14.2%
Excess Flood \$5M Layer (RSUI) for WPC, CyRide, Furman Aquatic Center	<b>\$57,291</b>	\$48,737	17.55%
TRIA coverage (terrorism)	<b>\$14,713</b>	\$17,937	-18%
<b>Total Municipal Property Premium</b>	<b>\$245,282</b>	\$212,552	<b>15%</b>

For the FY 2018/19 program, City staff instructed Willis to market our power facility renewal. This resulted in a significant savings for the City. Starr Tech provided the best rate and guaranteed its rate for two years. The guarantee ended last fiscal year and Starr is now proposing an increase to its rate. While the rate increase is large, because of the City's excellent claim history within this area, the rate increase was not as large as originally anticipated.

<b>FY 2020/21 'Power' Facilities Renewal</b>			
	<b>FY 2019/20</b>	<b>FY 2019/20</b>	<b>Change</b>
Indexed Insured Values @ Replacement Cost	<b>\$435,708,999</b>	\$435,708,999	--
Coverage Purchased (MFL Basis; assumes Power Plant Total Loss @ ACV)	<b>\$200,000,000</b>	\$200,000,000	--
Account Rate	<b>\$0.1054</b>	\$0.0859	22.7%
<b>Total Power Premium, with Terrorism Coverage, taxes, Loss Control Fees, Boiler Inspection</b>	<b>\$482,855</b>	\$400,261	<b>21%</b>

The combined Power and Municipal premium is as follows:

<b>FY 2020/21 Combined Property Renewal</b>			
	<b>FY 2019/20</b>	<b>FY 2019/20</b>	<b>Change</b>
Total Municipal Property Premium	<b>\$245,282</b>	\$212,552	15%
Total Power Premium	<b>\$482,855</b>	\$400,261	21%
<b>TOTAL</b>	<b>\$728,137</b>	\$612,813	19%

The FY 2020/21 Budget includes \$746,171 for the property program premiums.

**ALTERNATIVES:**

1. Approve the renewal for the property insurance program coverage at the combined quoted premium of \$728,137 for FY 2020/21.
2. Do not approve the renewal of the property insurance program and direct staff to seek additional coverage quotes.

**CITY MANAGER'S RECOMMENDED ACTION:**

The proposed insurance renewal provides adequate coverage of the City's assets. Although the premiums are increased compared to the current coverage, City staff is satisfied that the proposed coverage is competitive. The City Budget includes sufficient funding for the proposed premiums.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the renewal for the property insurance program coverage outlined above at the combined quoted premium of \$728,137 for FY 2020/21.

**COUNCIL ACTION FORM**

**SUBJECT: REQUEST FOR PARKING METER WAIVER FOR CURBSIDE SERVICE AT THE AMES PUBLIC LIBRARY**

**BACKGROUND:**

City buildings and facilities, including the Library, closed on March 17, 2020 due to the COVID-19 pandemic. On May 19, 2020, the Library initiated the first step in re-opening by offering curbside pick-up service for books and other materials that have been held since the closure. Customers reserve a pick-up time and Library staff have the materials bagged, tagged, and placed on a table for customer to pick-up.

In order to safely facilitate the pick-up, the Library requested to designate three parking spots (70.C, 71.C, and 72.C) on Douglas Avenue in front of the Library. Municipal Code Section 18.5(5) authorizes the City Manager to designate any parking spaces adjacent City buildings as “visitor” spaces. The request was granted, and signage made to designate the 3 spots for curbside pick-up beginning May 19, 2020.

City Council is be asked to retroactively approve the waiving of parking meter fees during the time in which the Library is offering curbside pick-up service. The time frame in which the City Manager authorized the designation of the three parking spots is May 19, 2020 – July 1, 2020, Tuesday through Saturday from 9:30 am to 3:00 pm. As the requests for new holds increases the pick-up times may be expanded to include evenings. This request calculates into a \$238 loss to the parking meter fund.

**ALTERNATIVES:**

1. Approve the waiver for parking meter fees for 3 designated spots on Douglas Avenue in front of the Library (70.C, 71.C, and 72.C) from May 19, 2020 – July 1, 2020 from 9:30 am 3:00 pm Tuesday – Saturday.
2. Do not approve the request.

**CITY MANAGER’S RECOMMENDED ACTION:**

The Library has received a favorable response from the public who was eager for this expanded service option during the City buildings and facilities closure. As of the last week in May, the Library is up to serving 400 slots per week and having checked out over 3,000 items with over 3,500 on the holds shelf yet to be picked up.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the waiver of parking meter fees for the time frame outlined above.



# MEMO

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

**From:** City Clerk's Office

**Date:** June 9, 2020

**Subject:** Contract and Bond Approval

There is/are no Council Action Form(s) for Item No(s). 18. Council approval of the contract and bond for this/these project(s) is simply fulfilling a *State Code* requirement.

/alc

**COUNCIL ACTION FORM**

**SUBJECT: ASBESTOS MAINTENANCE SERVICES FOR POWER PLANT –  
CONTRACT RENEWAL**

**BACKGROUND:**

This contract involves the removal and proper disposal of asbestos insulation at the City's Power Plant, including Units 5 and 6 (both retired) and operating Units 7 and 8. The two retired units and Unit 7 are primarily insulated with asbestos type insulation. Unit 8 is considered "asbestos free" excluding some gasket material and steam pipe insulation around the turbine. In addition, other equipment and piping located in the Power Plant has been insulated with asbestos type insulation. Asbestos removal is an ongoing process. Each year Electric estimates how much asbestos can be removed from the plant, based on location, an impact on plant operation.

The Power Plant benefits from having a service contract with a company that provides both routine and emergency asbestos remediation services. These services include removal and disposal of asbestos containing insulation, as well as the remediation/encapsulation of identified areas or areas where an encapsulated surface is damaged. Asbestos must be removed and disposed of per State and Federal regulations before retired equipment can be physically removed. In addition, asbestos should be removed or encapsulated in areas where employees will be working.

On July 23, 2019, the City Council awarded a contract to Earth Services & Abatement, LLC, Des Moines, IA for this asbestos maintenance services contract. These services were to be furnished as requested from August 2, 2019, through June 30, 2020, in an amount not-to-exceed \$80,000.

The approved contract included the option for the City to renew in one-year increments for up to four additional years. The contract's rate provision increases rates at fixed percentages above the previous fiscal year's contracted rates at time of renewal. The annual rate increase is 3% for both Labor and Travel & Subsistence. **This is the first renewal out of four maximum.**

It is advisable to continue to outsource these services on an annual renewable contract basis. The benefits of such a contract include the following:

- 1) Consistency of work and quality from a single contractor.
- 2) Reduction in the City's exposure to market forces regarding prices and availability for labor, travel, and supplies in preparation for a scheduled outage.
- 3) Rapid contractor mobilization to start emergency repairs, thus reducing generation downtime.
- 4) Saved City staff time obtaining quotes, evaluating bids and preparing

specifications and other procurement documentation.

The approved FY 2020/21 Power Plant operating budget includes \$200,000 for asbestos removal. Invoices will be based on contract rates for time and materials for services actually received.

**ALTERNATIVES:**

1. Approve the contract renewal with Earth Services & Abatement, LLC, Des Moines, IA, for the asbestos maintenance services contract for the City's Power Plant for the one-year period from July 1, 2020, through June 30, 2021; and approve the company's contract and bond. Total work in FY 2020/21 shall be an amount not to exceed \$200,000.
2. Do not renew the agreement and direct staff to seek new competitive bids.

**MANAGER'S RECOMMENDED ACTION:**

Asbestos removal and encapsulation are an on-going effort, since most of the old equipment at the Power Plant was insulated with asbestos. This contract establishes rates for service and provides for guaranteed availability, thereby setting in place known timing and rates. Funds will be expended only as work is required and in accordance with approved invoices.

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

**FY 2019/20 Rates**  
**Contract 2019-141 Asbestos Remediation and Related Services Supply Contract for**  
**Power Plant**

<b>Contractor:</b>	<b>Earth Services &amp; Abatement LLC</b> Des Moines, Iowa		
<b>DESCRIPTION</b>	<b>Hourly Rate (ST)</b>	<b>Hourly Rate (OT)</b>	<b>Hourly Rate (DT)</b>
Supervisor	\$ 81.37	\$ 122.06	\$ 162.74
Apprentice			
Foreman			
Journeyman			
Technician			
Asbestos Worker	\$ 70.04	\$ 105.06	\$ 140.08
Subsistence:	\$75.19 per person per day		
Travel:	\$51.05 per person		
Materials:	Cost + 10%		
<b>Misc. Tools &amp; Equipment Rates:</b>			
	<b>Description</b>	<b>Rate per U/M</b>	
	ACM Container	\$250/each	
	ACM Pull	\$250/each	
	ACM Landfill	\$140/ton	
	Rentals	Cost + 10%	
	Small tools included in cost of labor		
<b>Proposed Price Increase for Renewal Periods:</b>			
Labor Rates	3% per year		
Travel & Subsistence:	3% per year		

**COUNCIL ACTION FORM**

**SUBJECT: CONTRACT RENEWAL FOR POWER PLANT VALVE  
MAINTENANCE SERVICES CONTRACT**

**BACKGROUND:**

The Electric Utility's two natural gas-fired, high-pressure steam generation units in the City's Power Plant are referred to as Units No. 7 and 8. These units require regular professional maintenance and repair. This consists of emergency service, as well as regularly scheduled planned repairs and services during scheduled outages. Services include a large variety of boiler and pressure vessel maintenance and repairs, structural steel, pump and piping work, and other miscellaneous mechanical Power Plant work.

Due to these operational conditions, numerous valves are used to operate the Power Plant. These include isolation, control, check, relief and safety valves, which must be professionally repaired, tested, installed, replaced and maintained. Specially trained personnel perform this work.

On September 12, 2017, City Council awarded a contract to Pioneer Industrial Corporation, Hastings, NE, for the Valve Maintenance, Related Services and Supplies Contract to be furnished as requested from award date through June 30, 2018. The contract was in an amount not-to-exceed \$110,000. On June 26, 2018, City Council approved renewal of the contract for FY 2018/19 in an amount not to exceed \$60,000. One change order was approved by City Council on February 26, 2019, adding \$16,000 to the current year contract. On May 14, 2019, City Council approved renewal of the contract for FY 2019/20 in an amount not to exceed \$65,000.

The contract has the option for the City to renew in one-year increments for up to four additional years. Staff recommends renewing the agreement for FY 2020/2021. **This would be the third renewal out of four maximums.** The contract's rate provision increases rates at fixed percentages above the previous fiscal year's contracted rates at time of renewal. The annual rate increases are: 3% for Labor, 2% Travel & Subsistence and 1% on Equipment and Tools. **The FY 2020/2021 rates are shown on Attachment 1. Invoices are based on unit prices bid and actual services performed.**

The benefits of having a contract for these services in place include the following:

- 1) Consistency of work and quality from a single contractor.
- 2) Reduction in the City's exposure to market forces regarding prices and availability for labor, travel, and supplies in preparation for a scheduled outage.

- 3) Rapid contractor mobilization to start emergency repairs, thus reducing generation downtime.
- 4) Saved City staff time obtaining quotes, evaluating bids and preparing specifications and other procurement documentation.

The approved FY 2020/2021 Power Plant operating budget includes \$85,000 for these services. Invoices will be based on contract rates for time and materials for services actually received.

**ALTERNATIVES:**

1.
  - a. Approve renewal of the contract with Pioneer Industrial Corporation, Hastings, NE, for the Valve Maintenance, Related Services and Supplies Contract for the one-year period from July 1, 2020, through June 30, 2021, in an amount not to exceed \$85,000. Invoices are based on unit prices bid and actual services performed.
  - b. Approve contract and bond for the Valve Maintenance, Related Services and Supplies contract for Power Plant.
2. Do not renew the agreement and instruct staff to seek new competitive bids.

**MANAGER'S RECOMMENDED ACTION:**

This work is necessary to ensure that a qualified professional firm will respond to both scheduled and emergency needs for valve maintenance and will also control costs by having established billing rates. Funds will be expended only as work is required and in accordance with approved invoices.

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



**2017-172 VALVE MAINTENANCE, RELATED SERVICES  
AND SUPPLIES CONTRACT FOR POWER PLANT      FY  
Contractor: Pioneer Industrial Corporation, Hastings, NE**

<b>LABOR AND RELATED COSTS</b>		<b>FY 2020-21 RATES</b>		
<b>DESCRIPTION</b>	<b>STRAIGHT TIME</b>	<b>OVERTIME</b>	<b>DOUBLE TIME</b>	
Foreman	\$ 71.03	\$ 106.54	\$ 142.06	
Journeyman	\$ 71.03	\$ 106.54	\$ 142.06	
Valve Technician	\$ 71.03	\$ 106.54	\$ 142.06	
Instrument Technician Actuators	\$ 71.03	\$ 106.54	\$ 142.06	
<b>TRAVEL &amp; SUBSISTENCE</b>				
<b>DESCRIPTION</b>				
<b>Subsistence:</b>				
Foreman	\$		191.02	
Journeyman	\$		191.02	
Valve Technician	\$		191.02	
<b>Travel and Mileage:</b>				
Regular Hours of Travel non OT/DT				
Foreman travel	\$		68.98	
Foreman mileage	\$		1.06	
Journeyman travel	\$		68.98	
Journeyman mileage	\$		1.06	
Valve Technician travel	\$		68.98	
Valve Technician mileage	\$		1.06	
<b>Deliveries:</b>				
Travel	\$		68.98	
Mileage	\$		1.06	
<b>EQUIPMENT</b>				
<b>DESCRIPTION</b>	<b>PER DAY</b>	<b>PER WEEK</b>		
Mobile shop trailer	\$ 412.08	\$ 2,060.40		
Packing extractor	\$ 257.55	\$ 1,287.75		
Truck	\$ 103.02	\$ 515.10		
Hydro set testing device	\$ 154.53	\$ 772.65		
Electronic valve tester	\$ 206.04	\$ 1,030.20		
Gate valve machine	SEE BELOW	SEE BELOW		
Reseating machine	\$ 515.10	\$ 2,575.50		
Valve bore honing tool	\$ 515.10	\$ 2,575.50		
Gate valve machine (1 1/2" to 14" valve size)	\$ 412.08	\$ 2,060.40		
Gate valve machine (8" to 30 valve size)	\$ 540.86	\$ 2,704.28		
<b>MATERIAL COSTS</b>				
Cost plus 20%				
<b>OTHER RATES</b>				
<b>DESCRIPTION</b>	<b>RATE</b>			
Shop truck mileage	\$1.06			
Mobile shop trailer mileage	\$1.06			
Safety Equipment				
Consumables				
<b>PRICE INCREASE ESCALATORS FOR ANNUAL RENEWAL TERMS</b>				
Labor Rates:			3%	
Travel & Subsistence:			2%	
Equipment & Tools:			1%	

**COUNCIL ACTION FORM**

**SUBJECT:**           **RENEWAL OF CONTRACT ELECTRIC DISTRIBUTION  
LINE CLEARANCE PROGRAM**

**BACKGROUND:**

This contract includes nearly all of the requirements for tree trimming services for Electric Services as part of the Line Clearance Program during the 2019/20, 2020/21 and 2021/22 fiscal years. Prices for equipment rates and miscellaneous charges are firm throughout the first two years of the contract period and are to be adjusted for FY 2021/22 based on a percentage of increase included in the original bid. Labor rates are to be adjusted for FY 2020/21 and FY2021/22 based on a percentage of increase included in the original bid.

On May 28, 2019, City Council awarded a contract to Wright Tree Services, Des Moines, IA, for these tree trimming services. This contract contained the option to renew the contract for two additional one-year periods. **The period from July 1, 2020 through June 30, 2021, is the first renewal period subject to Council approval of funding for the Line Clearance Program.** There is a rate provision under this contract that increases rates at fixed percentages above the previous fiscal year's contracted rates at time of renewal. **The annual rate increase for this contract period is 3% for labor and 0% for equipment. These increases are in accordance with the contract terms initially established.**

The approved operating budget for FY 2020/21 includes \$337,260 for this program. Services provided under this contract are monitored by Electric Services staff to ensure that expenditures are performed properly and are in accordance with the approved funding level. Invoices are based on unit prices bid and services actually received and accepted by the City.

**ALTERNATIVES:**

- 1) Award the contract for the FY2020/21 Electric Distribution Line Clearance Program to Wright Tree Services, Des Moines, IA, for hourly rates and unit prices bid, in an amount not to exceed \$337,260, subject to receipt of the required performance bond.
- 2) Reject all bids and attempt to obtain the required services on an as-needed basis.

**MANAGER’S RECOMMENDED ACTION:**

An on-going tree trimming program helps mitigate the number of customer interruptions resulting from extreme weather events. Alternative No. 1 establishes a fixed price contract for performance of the required tree trimming services at the best price, obtained via the competitive sealed bid process. It has proven to be very cost-effective to have a company under contract to provide these services.

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

CITY OF AMES, IOWA  
 LINE CLEARANCE PROGRAM  
 FY 2020-2021

	Wright Tree Service, Inc. West Des Moines, IA		
	HOURLY RATE		
LABOR DESCRIPTION	Rate for 2019-2020	Rate for 2020-2021	TIME & ONE-HALF
Working Foreman	\$37.94	\$38.97	\$58.45
Trimmer A	\$34.73	\$35.76	\$53.63
Trimmer B	\$31.51	\$32.54	\$48.80
Trimmer C	\$29.92	\$30.95	\$46.42
Trimmer D	\$28.31	\$29.34	\$44.00
Ground Person	\$23.49	\$24.52	\$36.77
Line Permitter	\$34.73	\$35.76	\$53.63
EQUIPMENT DESCRIPTION	RATE PER CREW HOUR		
Hydraulic aerial device	\$16.32		
Manual aerial device	\$16.32		
Chip truck	\$10.15		
Brush Tractor	\$67.30		
Truck&Trailer for Brush trac.	\$16.58		
Hydro Axe	\$64.05		
Truck&Trailer for Hydro Axe.	\$17.60		
Pick-up Truck	\$10.37		
Power saw	\$0.51		
Brush Chipper	\$5.08		
Hand pruning equip.			
Ropes and body belts			
MATERIALS & SUPPLIES	BID PRICE		
Weedone CB			
Banvel CST per gal			
Garlon 4 per gal	\$32.58		
Tree Paint: Maintain A per case of 12 13 Oz.cans	\$100.32		
Other supplies Cost plus %	10%		
PERCENTAGE OF INCREASE, OPTIONAL RENEWAL PERIODS			
Labor FY 2020-2021	2.50%		
Labor FY 2021-2022	2.75%		
Equipment FY 2021-2022	0%		

\*Attachment states this is for 3-man crew with bucket truck or climber, wood chipper and pickup w/trailer. It does not state which three labor designations of the four marked are included in this price.

**COUNCIL ACTION FORM**

**SUBJECT: PLAT OF SURVEY (BOUNDARY LINE ADJUSTMENT) FOR 2200 & 2212 OAKWOOD ROAD AND 3210 CEDAR LANE**

**BACKGROUND:**

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

**The proposed Plat of Survey is for a boundary line adjustment of four parcels in the south part of the City.** Parcel 'G' (3.705 acres) is located at 2212 Oakwood Road. Parcel 'H' (10.951 acres) is a flag lot to the east and south of Parcel 'G.' Christofferson Park abuts Parcel 'H' to the east. Parcel 'L' (5.096 acres) is immediately south of Parcel 'H.' Parcel 'U' (21.742 acres) lies to the south of Parcel 'L' and extends west to Cedar Lane where it wraps around two parcels to take in the road twice. (*See Attachment A: Location Map; Attachment B: Plat of Survey for Existing Parcels.*) Annexation of these parcels into the City was effective as of September 18, 2019, as part of a voluntary annexation that included 18 parcels on 156 acres. The four properties are zoned as "A" (Agricultural), as a result of the recent annexation.

**The proposed Plat of Survey establishes the existing farmstead as Parcel 'M' (2.877 acres). Proposed Parcels 'W' (23.784 acres) and 'X' (14.883 acres) will be owned by different entities. The current Parcel 'U' is jointly owned by the two parties, who are dividing their interest. *Right-of-way is not be dedicated for Cedar Lane at this time; when Parcel 'X' is subdivided, 40 feet of right-of-way will be required.*** The proposed configuration complies with "A" (Agricultural) zoning standards, including setbacks for outbuildings.

Approval of this Plat of Survey (*See Attachment C*) will allow the applicant to prepare the official Plat of Survey and submit it to the Planning and Housing Director for review. The Director will sign the Plat of Survey confirming that it fully conforms to all conditions of approval. The prepared Plat of Survey may then be signed by the Surveyor, who will submit it for recording in the office of the County Recorder.

**ALTERNATIVES:**

1. The City Council can adopt the resolution approving the proposed Plat of Survey.
2. The City Council can deny the proposed Plat of Survey if the City Council finds that

the requirements for Plats of Survey, as described in Section 23.309, have not been satisfied.

3. The City Council can refer this back to staff and/or the owner for additional information.

**CITY MANAGER'S RECOMMENDED ACTION:**

Staff has determined that the proposed Plat of Survey satisfies Subdivision Code requirements for a Boundary Line Adjustment of existing parcels. No improvements are required with the Plat of Survey per the standard of Chapter 23. Any future land division, or construction on the site, will be reviewed by staff for compliance with subdivision and zoning standards, including providing right-of-way dedication and infrastructure improvements.

**Therefore, it is the recommendation of the City Manager that the City Council accept Alternative #1, thereby adopting the resolution approving the proposed Plat of Survey.**

**ADDENDUM**  
**PLAT OF SURVEY FOR 2200 & 2212 OAKWOOD ROAD AND 3210 CEDAR LANE**

Application for a proposed Plat of Survey has been submitted for:

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

The site is located at:

Property Owner:                   Pinnacle Properties Ames LLC  
  Burgason Enterprises LLC  
  Nicholas G. Cheney

Existing Street Address:   2200 & 2212 Oakwood Road and 3210 Cedar Lane

Assessor's Parcel #s:       09-16-480-155, 09-16-480-160, 09-21-200-125, 09-21-200-125

**Legal Descriptions:**

See Attachment D: Legal Descriptions of Proposed Parcels.

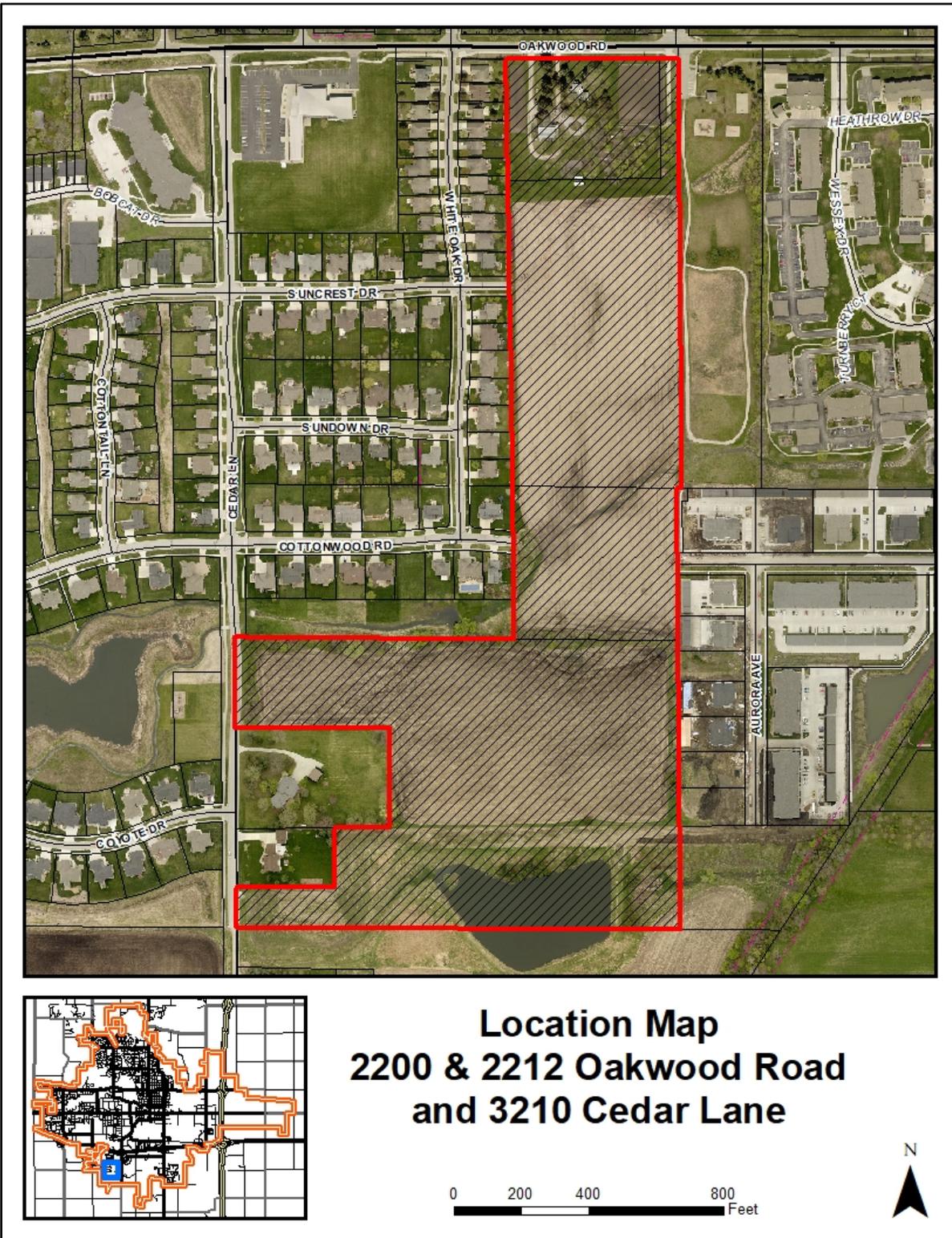
**Public Improvements:**

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

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

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

Attachment A: Location Map



**Location Map  
2200 & 2212 Oakwood Road  
and 3210 Cedar Lane**



# Attachment C: Proposed Plat of Survey

## PLAT OF SURVEY BOUNDARY LINE ADJUSTMENT

PARCELS 'U', 'L', 'G', AND 'H'  
CITY OF AMES

APRIL 2020

**LEGEND:**

- FOUND 1/2" REBAR WITH PINK PLASTIC CAP #24413 (UNLESS OTHERWISE NOTED)
- SET 1/2" REBAR WITH PINK PLASTIC CAP #24413 (UNLESS OTHERWISE NOTED)
- SET 3/8" REBAR WITH PINK PLASTIC CAP #24413 (UNLESS OTHERWISE NOTED)
- ▲ FOUND SECTION CORNER AS NOTED
- (R) RECORDED DIMENSION

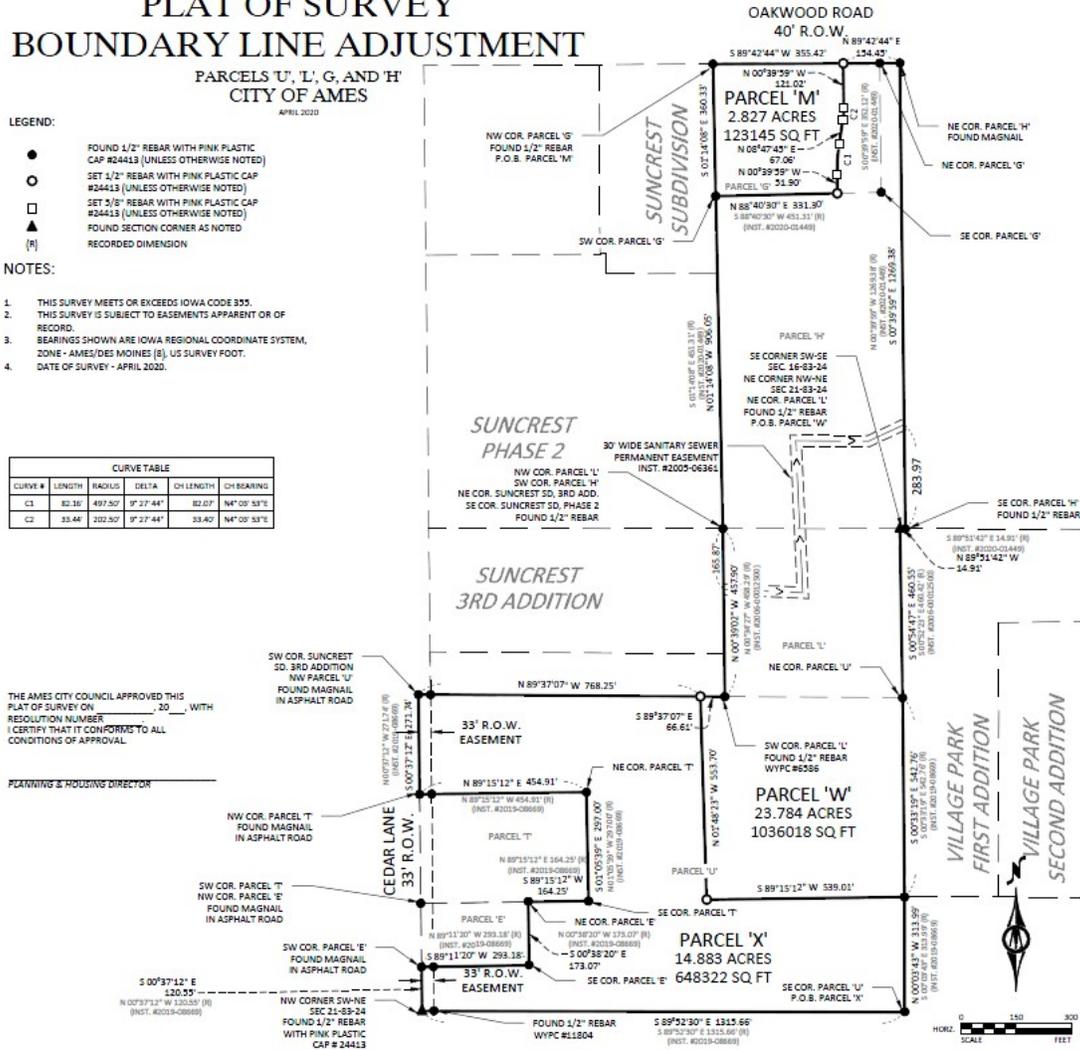
**NOTES:**

1. THIS SURVEY MEETS OR EXCEEDS IOWA CODE 335.
2. THIS SURVEY IS SUBJECT TO EASEMENTS APPARENT OR OF RECORD.
3. BEARINGS SHOWN ARE IOWA REGIONAL COORDINATE SYSTEM, ZONE - AMES/DES MOINES (8). US SURVEY FOOT.
4. DATE OF SURVEY - APRIL 2020.

CURVE TABLE				
CURVE #	LENGTH	RADIUS	DELTA	CH LENGTH
C1	82.35	497.50'	1° 27' 44"	82.07
C2	33.44	202.50'	1° 27' 44"	33.40

THE AMES CITY COUNCIL APPROVED THIS PLAT OF SURVEY ON \_\_\_\_\_, 20\_\_\_\_, WITH RESOLUTION NUMBER \_\_\_\_\_, CERTIFYING THAT IT CONFORMS TO ALL CONDITIONS OF APPROVAL.

PLANNING & HOUSING DIRECTOR



Attachment D: Legal Descriptions of Proposed Parcels

**LEGAL DESCRIPTION – PARCEL ‘M’**

A tract of land located in the southwest quarter of the southeast quarter of Section 16, Township 83 North, Range 24 West of the 5<sup>th</sup> P.M., City of Ames, Story County, Iowa, and being more particularly described as follows:

BEGINNING AT THE NORTHWEST CORNER OF PARCEL 'G' IN THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 16; THENCE S01°14'08"E, 360.33 FEET; THENCE N88°40'30"E, 331.30 FEET; THENCE N00°39'59"W, 51.90 FEET TO THE BEGINNING OF A 497.50 FOOT RADIUS CURVE CONCAVE SOUTHEASTERLY; THENCE 82.16 FEET ALONG SAID CURVE, LONG CHORD BEARS N04°03'53"E, 82.07 FEET; THENCE N08°47'45"E, 67.06 FEET TO THE BEGINNING OF A 202.50 FOOT RADIUS CURVE CONCAVE NORTHWESTERLY; THENCE 33.44 FEET ALONG SAID CURVE, LONG CHORD BEARS N04°03'53"E, 33.40 FEET; THENCE N00°39'59"W, 121.02 FEET TO THE SOUTH RIGHT-OF-WAY LINE OF OAKWOOD ROAD; THENCE S89°42'44"W, 355.42 FEET ALONG SAID RIGHT-OF-WAY TO THE POINT OF BEGINNING.

**LEGAL DESCRIPTION – PARCEL ‘W’**

A tract of land located in the southwest quarter of the southeast quarter of Section 16 and the northwest quarter of the northeast quarter of section 21, all in Township 83 North, Range 24 West of the 5<sup>th</sup> P.M., City of Ames, Story County, Iowa, and being more particularly described as follows:

BEGINNING AT THE SOUTHEAST CORNER OF THE SOUTHWEST QUARTER OF THE SOUTHEAST QUARTER OF SAID SECTION 16, THENCE S00°54'47"E, 460.55 FEET; THENCE S00°33'19"E, 542.76 FEET; THENCE S89°15'12"W, 539.01 FEET; THENCE N01°48'23"W, 553.70 FEET; THENCE S89°37'07"E, 66.61 FEET; THENCE N00°39'02"W, 457.90 FEET; THENCE N01°14'08"W, 906.05 FEET; THENCE N88°40'30"E, 331.30 FEET; THENCE N00°39'59"W, 51.90 FEET TO THE BEGINNING OF A 497.50 FOOT RADIUS CURVE CONCAVE SOUTHEASTERLY; THENCE 82.16 FEET ALONG SAID CURVE, LONG CHORD BEARS N04°03'53"E, 82.07 FEET; THENCE N08°47'45"E, 67.06 FEET TO THE BEGINNING OF A 202.50 FOOT RADIUS CURVE CONCAVE NORTHWESTERLY; THENCE 33.44 FEET ALONG SAID CURVE, LONG CHORD BEARS N04°03'53"E, 33.40 FEET; THENCE N00°39'59"W, 121.02 FEET TO THE SOUTH RIGHT-OF-WAY LINE OF OAKWOOD ROAD; THENCE N89°42'44"E, 154.45 FEET ALONG SAID RIGHT-OF-WAY; THENCE S00°39'59"E, 1269.38 FEET; THENCE N89°51'42"W, 14.91 FEET TO THE POINT OF BEGINNING.

**LEGAL DESCRIPTION – PARCEL ‘X’**

A tract of land located in the northwest quarter of the northeast quarter of Section 21, Township 83 North, Range 24 West of the 5<sup>th</sup> P.M., City of Ames, Story County, Iowa, and being more particularly described as follows:

BEGINNING AT THE SOUTHEAST CORNER OF PARCEL 'U' IN THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SAID SECTION 21, THENCE N00°03'43"W, 313.99 FEET; THENCE S89°15'12"W, 539.01 FEET; THENCE N01°48'23"W, 553.70 FEET; THENCE N89°37'07"W, 768.25 FEET; THENCE

S00°37'12"E, 271.74 FEET; THENCE N89°15'12"E, 454.91 FEET; THENCE  
S01°05'39"E, 297.00 FEET; THENCE S89°15'12"W, 164.25 FEET; THENCE  
S00°38'20"E, 173.07 FEET, THENCE S89°11'20"W, 293.18 FEET; THENCE  
S00°37'12"E, 120.55 FEET; THENCE S89°52'30"E, 1315.66 FEET TO THE POINT OF  
BEGINNING.



*Smart Choice*

**Public Works Department**

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

June 9, 2020

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

RE: Crane Farm Subdivision 4<sup>th</sup> Addition Financial Security Reduction #4

Mayor and Council Members:

I hereby certify that the COSESCO (erosion control and seeding) required as a condition for approval of the final plat of **Crane Farm Subdivision, 4<sup>th</sup> Addition** has been completed in an acceptable manner by **various homebuilders**. The above-mentioned improvements have been inspected by the Engineering Division of the Public Works Department of the City of Ames, Iowa, and found to meet City specifications and standards.

As a result of this certification, it is recommended that the financial security for public improvements on file with the City for this subdivision be reduced to **\$15,358.00**. The remaining work covered by this financial security includes installation of public sidewalk and ramps.

Sincerely,

A handwritten signature in blue ink that reads 'John C. Joiner'.

John C. Joiner, P.E.  
Director

JJ/nw

cc: Finance, Planning & Housing, Subdivision file

Crane Farm Subdivision, 4<sup>th</sup> Addition

June 9, 2020

Page 2

Description	Unit	Quantity
SIDEWALK, PCC, 4"	SY	349
SIDEWALK, PCC, 6"	SY	15
DETECTABLE WARNING	SF	20



*Smart Choice*

**Public Works Department**

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

June 9, 2020

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

RE: Quarry Estates Subdivision 3<sup>rd</sup> Addition Financial Security Reduction #2

Mayor and Council Members:

I hereby certify that a portion of the sidewalk required as a condition for approval of the final plat of **Quarry Estates Subdivision, 3<sup>rd</sup> Addition** has been completed in an acceptable manner by **Topline Construction of Pleasant Hill, Iowa**. The above-mentioned improvements have been inspected by the Engineering Division of the Public Works Department of the City of Ames, Iowa, and found to meet City specifications and standards.

As a result of this certification, it is recommended that the financial security for public improvements on file with the City for this subdivision be reduced to **\$73,415.00**. The remaining work covered by this financial security includes sidewalk, COESCO (erosion control), conservation management, and stormwater management.

Sincerely,

A handwritten signature in blue ink that reads 'John C. Joiner'.

John C. Joiner, P.E.  
Director

JJ/nw

cc: Finance, Planning & Housing, Subdivision file

Quarry Estates Subdivision, 3<sup>rd</sup> Addition

June 9, 2020

Page 2

Description	Unit	Quantity
Sidewalk Pavement, 4"	SY	622
COSESCO (erosion control)	AC	15
Outlot D Landscaping – Native Seeding	AC	6.5
Outlot D Landscaping - Trees	EA	16
Conservation Area Maintenance	AC	7.2
Stormwater Management	LS	1



*Smart Choice*

**Public Works Department**

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

June 9, 2020

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

RE: Village Park Subdivision 1<sup>st</sup> Addition Financial Security Reduction – Final

Mayor and Council Members:

I hereby certify that the pedestrian ramps and public sidewalk/shared use path repairs required as a condition for approval of the final plat of **Village Park Subdivision 1<sup>st</sup> Addition** have been completed in an acceptable manner by **various contractors**. The above-mentioned improvements have been inspected by the Engineering Division of the Public Works Department of the City of Ames, Iowa and found to meet City specifications and standards.

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

Sincerely,

A handwritten signature in blue ink that reads 'John C. Joiner'.

John C. Joiner, P.E.  
Director

JJ/nw

cc: Finance, Contractor, Planning & Housing, Subdivision file



TO: Mayor John Haila  
Gloria Betcher  
Tim Gartin  
David Martin  
Rachel Junck  
Amber Corrieri  
Bronwyn Beatty-Hansen  
Nicole Whitlock  
Steve Schainker, City Manager

FROM: Dan Culhane  
President & CEO  
Ames Economic Development Commission

DATE: June 4, 2020

RE: **Annual Report to the City of Ames**

The Ames Economic Development Commission (AEDC) is pleased to provide this annual summary of activities per our agreement with the City of Ames. We have enjoyed another exceptional year of activity in a number of categories. The AEDC board of directors appreciates your steadfast support and recognizes the prominent partner the City of Ames is to the economic development process here in our community.

The last twelve months have provided strong opportunities that the AEDC is proud to have played a role within. Following is a summary of our activities:

- Prairie View Industrial Center, with over 1,300 acres and 700 of those acres under option, continues to generate major interest while we wait for the deployment of sanitary sewer and water utilities. AEDC has responded to 4 projects with four different parcels in Prairie View in the last six months that are still very active.
- EDA Grant Opportunity for Prairie View Industrial Center, AEDC is currently working with the City of Ames on an opportunity for U.S. Economic Development Administration (EDA) funding to partially fund the extension of municipal sewer and water.
- The AEDC recently assisted Amcor with their expansion project, assisted California-based Pivot-Bio locating at the ISU Research Park, helped Oregon-based Vytelle locate on South Bell Avenue, to name a few. We have two additional local expansions that are in the offing as well.
- With had nation's lowest unemployment, 1.7% in February, now 8.4% as a result of the pandemic. Still, our Workforce Solutions programming is doing exceptionally well and there are numerous metrics to validate that - web hits, intern attendance at events, job fairs hosted, etc. This statement is supported by the fact that over 20 local companies, including the City of Ames, are providing financial support to augment the program.
- The AEDC continues to support Start Up Ames, a peer group of local entrepreneurs, by facilitating their events, including One Million Cups that occurs every Wednesday mornings and will resume when it is safe to gather in person once again.
- At the May board meeting of the AEDC board of directors we reported 31 Active Projects - 5 new projects in last 30 days. A tremendous uptick in activity.
- COVID-19 Assisted businesses with IEDA - Small Business Relief Applications - \$2,333,663 awarded to 120 companies in Story County.

**Ames Ranks Highly** and the AEDC advocates and promotes the wide array of accolades the Ames Metropolitan Statistical Area continues to accumulate. Here are a few from 2019 and 2020.

- #6 - "AG Top 25: The Most Affordable College Towns for Renters" ([ApartmentGuide.com](http://ApartmentGuide.com), 2019)
- #9 - "The Top 10 Best U.S. States for Education" ([US News](http://USNews.com), 2019)
- #14 - "Overall Best States Rankings" ([US News](http://USNews.com), 2019)
- #7 - "Top 10 Cities for Career Opportunities in 2019" ([SmartAsset](http://SmartAsset.com), 2019)
- #4 - "Best Places for Millennials to Move" ([Reviews.org](http://Reviews.org), 2019)
- #39 – "Best Small Cities for Business" ([Chamber of Commerce](http://Chamber of Commerce), 2019)
- #1 – "10 Best States in America for Jobs" ([Zippia](http://Zippia.com), 2019)
- #33 – "Top 100 Places to Live in 2019" ([Livability](http://Livability.com), 2019)

Our web presence and social media play a significant role in telling the story and getting the message in front of a variety of audiences. Below are recent statistics on our websites and social media platforms.

	July 1, 2018-June 1, 2019	July 1, 2019-June 1, 2020
<b>Website AmesEDC.com</b>	13,561 Visits	21,189 Visits
<b>AEDC Facebook</b>	567 Likes	614 Likes
<b>AEDC Twitter</b>	1,179 Followers	1,234 Followers
<b>WorkinAmes Facebook</b>	1,266 Likes	1,389 Likes
<b>WorkinAmes Twitter</b>	418 Followers	486 Followers
<b>See Yourself in Ames Facebook</b>	239 Likes	257 Likes
<b>See Yourself in Ames Twitter</b>	178 Followers	204 Followers
<b>See Yourself in Ames Instagram</b>	N/A - Created in July 2019	119 Followers
<b>Current Jobs on WorkinAmes.com</b>	1,451	1,297
<b>WorkinAmes.com Job Searches</b>	91,307	230,686

We appreciate the partnership with the City of Ames and the AEDC leverages the financial commitment of the City very well. The City of Ames \$165,000 (\$90,000 Marketing, \$60,000 Business Development position, \$15,000 Workforce Solutions) investment in the AEDC leverages another \$1.25 million in capital that is committed by other AEDC investors to underwrite the efforts of the organization. An additional \$50,000 in private investment has been added to the organizational budget in the last year.

### What do these dollars underwrite?

- Business Retention & Expansion - we will conduct over 100 business visits this year.
- Business Recruitment and Prospect Development
- External Marketing Program - domestic and international
- Advocacy for new business park sites and speculative building development
- Workforce Solutions - See Yourself In Ames internship program, [workinames.com](http://workinames.com) - jobs website, Home Base Iowa programming, SCALE program connecting students from K-12 with local employers. We had 154 local interns at our first event (virtual) of 2020, two weeks ago.
- AEDC remains a sponsor of the Technology Association of Iowa's (TAI) Iowan Project - this is our effort to support current as well as future growth in the technology sector in Ames marketing job opportunities to 3500 Iowa expats that are participating in meet-up events held in Twin Cities and Denver. Ames as well as our technology companies are featured in the TAI bi-monthly newsletters.
- Currently sponsoring Career Services program through the ISU Alumni Association - this allows us to support and sponsor focused marketing on ISU alumni that are seeking job hunting resources from the Alumni Association on a monthly basis.
- The AEDC is actively participating in and out of State in virtual career fairs. We continue to market our job opportunities and quality of life to these leads on behalf of our local employers seeking employees.
- Working with the Start-Up community and supporting that in a number of ways, including the Ames Seed Capital Fund.



- Meeting and mentoring various small business opportunities that are not always eligible for traditional financial incentives or seed capital assistance.
- Working with the private development community on a wide range of projects across the community.

The AEDC performs this work, and more, as prescribed by our contractual obligation to the City of Ames on behalf of the Ames community. We enjoy the work we do for Ames and look forward to continuing our long-standing partnership.

##

**COUNCIL ACTION FORM**

**SUBJECT: AMES ECONOMIC DEVELOPMENT COMMISSION 2020/21 FUNDING CONTRACT**

**BACKGROUND:**

The City's 2020/21 adopted budget includes funds for the Ames Economic Development Commission (AEDC) to conduct economic development activities on behalf of the City. This agreement provides \$150,000 to the AEDC in exchange for two main services: \$90,000 of this amount purchases business recruitment and marketing services, and the remaining \$60,000 continues funding the services of the City Business Development Coordinator, who provides guidance to prospective businesses and developers as they navigate the development process.

In a separate action, the City Council also has approved as part of the outside funding program an additional \$15,000 in FY 2020/21 for the AEDC's Workforce Solutions program.

**ALTERNATIVES:**

1. Approve the attached amended Ames Economic Development Commission agreement for FY 2020/21.
2. Do not approve the amended Ames Economic Development Commission agreement for FY 2020/21.

**MANAGER'S RECOMMENDED ACTION:**

The City Council has allocated funds in the City Budget for FY 2020/21 for economic development activities. The City Council has historically contracted with AEDC to conduct these activities on behalf of the City.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby approving the attached Ames Economic Development Commission agreement for FY 2020/21.

# **CONTRACT FOR ECONOMIC DEVELOPMENT SERVICES**

**THIS AGREEMENT**, made and entered into the 1st day of July, 2020, by and between the CITY OF AMES, IOWA, a municipal corporation organized and existing pursuant to the laws of the State of Iowa (hereinafter called "City") and the Ames Economic Development Commission, an adjunct of the Ames Chamber of Commerce (hereinafter called the AEDC);

## **WITNESSETH THAT:**

**WHEREAS**, the City of Ames desires to purchase certain services from said organization in lieu of hiring additional permanent staff and expending additional City funds to accomplish these services;

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

### **I**

#### **PURPOSE**

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

### **II**

#### **SCOPE OF SERVICES**

- A. In consideration for the payment of \$90,000 in accordance with Section III, the AEDC shall provide the following economic development-related services to the City of Ames and its citizens during the term of this agreement:
1. The AEDC will serve as the lead contact for business representatives hoping to locate in Ames or to expand in our community. In this capacity the President of the AEDC will respond to information requests, coordinate the completion and submittal of state and local incentive applications, and show available industrial and commercial sites to prospects.
  2. The AEDC will visit annually with all major companies to identify challenges and opportunities facing Ames businesses.
  3. The AEDC will serve as the primary marketing entity for business recruitment to highlight Ames.
  4. The AEDC will deploy an aggressive marketing campaign that will focus on targeted industries such as ag-biotechnology and advanced manufacturing businesses that do not overtax our infrastructure.
  5. The AEDC will invest in significantly revising its marketing materials including website, brochures, and proposal packets to better reflect the image of Ames as a great place to do business.

B. In consideration for the payment of \$60,000 in accordance with Section III, the AEDC shall provide the following economic development marketing and liaison services related to the City of Ames and its citizens during the term of this agreement by maintaining a jointly funded Business Development & Marketing position to carry out the following duties and tasks:

1. Focus on the development of “small” or new businesses start-ups in the retail, commercial, and industrial sectors by: a) assisting with the recruitment and/or expansion of these types of businesses in the community; b) assisting entrepreneurs as they navigate through the various City, State, and Federal approval processes; and c) assisting entrepreneurs in obtaining the services available through the Small Business Development Center.
2. Serve as the City Economic Development Liaison; work closely with developers and clients that need assistance in working through the City of Ames approval processes. This will include periodic meetings with the City Manager to keep him apprised of progress related to serving in the Liaison capacity.
3. Provide input on communication pieces that will highlight the efforts of the AEDC and the City of Ames related to the positive developments in the community where the City and/or the AEDC have played an integral role.
4. Implement an aggressive marketing plan focused on targeted industries that dovetail with the competencies of Iowa State University related to food and nutrition technology, plant biotechnology, information technology, and animal science. These efforts should not be limited to the aforementioned, as the AEDC service territory includes site options for advanced manufacturing and distribution facilities.
5. Maintain frequent communication with stakeholders such as the Iowa Department of Economic Development, Alliant Energy, Iowa State University, and partners of the Ames-Des Moines Corridor.
6. Maintain a current list of active projects via the AEDC’s internal project tracking system.
7. Maintain a current list of consultants and site selectors, for periodic mailings and contacts in various markets so that the AEDC has a fresh list to choose from when visiting various locations around the U.S.
8. Review and analyze potential recipients of assistance from various economic development incentive offering entities.
9. Assist other AEDC/Ames Chamber of Commerce staff in responding to inquiries and working with economic development prospects, consultants, and supplier contacts, as needed.
10. Provide input into the overall plan of the AEDC and assist in its implementation where appropriate.
11. The position will be jointly supervised by the President and CEO of the Ames Economic Development Commission and the Ames City Manager. As such, perform work as assigned by the City Manager related to the liaison activities and the President and CEO of the AEDC related to marketing activities.

### **III**

#### **METHOD OF PAYMENT**

A. All payments to be made by the City of Ames pursuant to Section II.A of this Agreement shall be reimbursement for actual costs incurred by AEDC in providing services required by Section II.A above. Payments made by the City of Ames pursuant to Section II.B of this Agreement shall be made in advance of services provide per terms in section III B of this Agreement.

B. The City will disburse payments twice annually on requisitions of the AEDC in January and July of each year. Requisitions for services pursuant to Section II.A will be on a reimbursement basis and reflect cost for delivery of services for the prior six months. Requisitions for services pursuant to Section

II.B will be one-half (\$30,000) of the City's annual contribution for the jointly funded position and paid in advance. If the jointly held position is vacant for more than 30 days, AEDC will provide the City with a pro-rata refund for the payment made in advance.

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

C. The maximum total amount payable by the City of Ames under this agreement is \$150,000 as detailed in the SCOPE OF SERVICES (Section II of this contract), and no greater amount shall be paid.

#### **IV**

##### **FINANCIAL ACCOUNTING AND ADMINISTRATION**

A. All monies disbursed under this Agreement shall be accounted for by the accrual method of accounting.

B. Monies disbursed to AEDC by the City will be deposited by AEDC in an account under the AEDC's name, with a bank located in Story County, Iowa. All checks drawn on the said account shall bear a memorandum line on which the drawer shall note the nature of the costs for which the check is drawn in payment, and the program(s) of service.

C. All costs for which reimbursement is claimed shall be supported by documentation evidencing in proper detail the nature and propriety of the charges. All checks or other accounting documents pertaining in whole or in part to this Agreement shall be clearly identified as such and readily accessible for examination and audit by the City or its authorized representative.

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

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

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

#### **V**

##### **REPRESENTATION ON THE BOARD OF DIRECTORS**

It is agreed that the City of Ames will be guaranteed three representatives on the AEDC Board of Directors (two City Council members appointed by the Mayor, and the City Manager). Furthermore, the City Manager will be guaranteed membership on the Executive Committee of the Board of Directors.

**VI**

**SUMMARY REPORT**

The AEDC further agrees to provide the City of Ames a written report no later than June 15, 2021, summarizing the accomplishments of the activities promised in Section II.

**VII**

**DURATION**

This Agreement shall be in full force and effect from and after July 1, 2020, until June 30, 2021.

**VIII**

**DISCRIMINATION PROHIBITED**

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

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

**CITY OF AMES, IOWA**

**ATTEST:**

BY \_\_\_\_\_

\_\_\_\_\_

John A. Haila, Mayor

Diane Voss, City Clerk

**AMES ECONOMIC DEVELOPMENT COMMISSION**

BY \_\_\_\_\_

Daniel A. Culhane, President/CEO

Staff Report  
**FY 2019-20 Year End Sustainability Report**

June 9, 2020

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

**BACKGROUND:**

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

- 1) Continue to work with Public Works Department and Water and Pollution Control Department on reuse and diversion programs related to the waste stream, including – but not limited to – the exploration of a composting and food waste program.
  
- 2) Continue to support and strengthen the Smart Business Challenge through outreach and recruitment of participants, oversight of Challenge interns, and marketing of outcomes and accomplishments of Challenge participants.
  
- 3) Continue to represent the City at events that educate residents about ongoing City sustainability efforts, rebates, and waste reduction opportunities including – but not limited to – the EcoFair and WelcomeFest.
  
- 4) Coordinate Rummage RAMPage at the Ames Intermodal Facility in partnership with the Resource Recovery Plant, Public Relations, CyRide, and Iowa State University, to

address concerns that usable housewares and furniture are being needlessly discarded and hard-to-process materials are being sent to the Resource Recovery Plant.

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

### **PROGRESS ON SCOPE OF SERVICES:**

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

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

- Monitored progress of the City of Ames FWD (Food Waste Diversion) pilot program. To date more than 150 compost starter kits have been sold, with many participants choosing to use their own buckets and not purchasing a starter kit. More than five tons of food waste has been collected to date – averaging more than 800 pounds per month.
- Assisted in efforts to facilitate awareness and monitor program impact related to piloting a no-charge FWD program. To gauge interest and participation related to cost being a deterrent, for the last three months of the pilot program (April-June) food waste drop-off was offered at no cost. While the number of participating individuals is not able to be estimated (due to City facilities being closed in relation to COVID-19), a drop-off food bin at Resource Recovery significantly boosted the pounds of collected food waste (in the midst of a pandemic).
- Collected feedback from participants and community members related to effectiveness of and opportunities for the FWD program beyond the pilot program. In collaboration with an Iowa State University graduate level journalism class from the Greenlee School of Journalism and Mass Communication, students completed a two-fold project that focused on program assessment and gathering community opinion and creating campaign materials to increase program awareness and participation.

Collaboration partners: Iowa State University Greenlee School of Journalism and Mass Communication - Professor Laura Whitzling and graduate students; Public

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

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

Year End FY2020 accomplishments include the following for Priority Area #2:

- Continued recruitment of additional businesses, as well as work toward achieving enhancements (put into place August 2019) related to ensuring a value-added experience for Challenge members. To that end, alongside recruitment, interns also focused on connecting with businesses not yet certified toward determining business goals and best fit opportunities as related to the Challenge. At the end of this FY, a total of 32 community businesses are members of the Challenge. This includes two business closures, one business leaving the challenge, the addition of one new business, and the completion of six new business certifications, resulting in three bronze, seven silver, four gold and 11 platinum-certified businesses.
- Hosted the annual Smart Business Challenge Recognition Event, facilitated by Mayor John Haila, on January 23, at Reiman Gardens. Adam Hammes, Executive Director of The Iowa Sustainable Business Forum, served as keynote speaker and included Ames Forum members, Barilla and McFarland Clinic, in a panel discussion and question/answer session focusing on incorporating sustainability into the business model. Newly certified platinum businesses, 3M and REG, were recognized.

Collaboration partners: Electric Services – Curtis Spence and Kayley Lain; Public Works – Bill Schmitt, Lorrie Hanson, Tracy Warner and Jake Moore; Water & Pollution Control – John Dunn and Neil Weiss; Public Relations Officer – Susan Gwiasda; The Energy Group; Iowa Department of Natural Resources' Iowa Waste Exchange Program; and Volunteer Center of Story County

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

Year End FY2020 accomplishments include the following for Priority Area #3:

- Assisted in the development and facilitation of a day-long virtual EcoFair event, Fresh Air EcoFair, in collaboration with KHOI on April 25, in response to the planned 10-Year EcoFair celebration being cancelled due to COVID-19.
  - As part of the virtual EcoFair event, collaborated with Electric Services in the development and completion of a virtual EcoFair Scavenger Hunt that took place April 18-25. This is planned to be offered as an annual event, including more non-virtual components as can effectively and safely be accommodated.
- Continued a monthly radio program on KHOI focused on community sustainability accomplishments, initiatives, and opportunities.
- Continued sharing of City of Ames sustainability efforts as part of speaking engagements.
- Continued sharing of City of Ames and Ames community volunteer opportunities and sustainability events via Live Green! Monthly newsletter, Live Green! social media platforms and targeted emails.
- Encouraged City of Ames department participation in Iowa State University environmental events. Public Works (Storm Water and Resource Recovery) and Electric employees had tables at the annual Sustainapalooza.
- Continued work with Ames Electric Services in supporting the community solar project, through marketing, outreach, and public education assistance.

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

Year End FY2020 accomplishments include the following for Priority Area #4:

- Collaborated with Public Works in developing an on-line reuse and recycling resource toward encouraging diversion of unwanted household items, slated to be donated to Rummage RAMPage, to beneficial use, rather than being landfilled, in consideration of the cancelling of the 2020 Rummage RAMPage

event, due to COVID-19.

- Participated in several meetings to determine safe ways to hold Rummage RAMPage as well as improvements to the overall event identified in previous years. The decision to cancel was made in May, just days before the first public volunteer meeting was to be held.
- Planning will kick-off in January for the 2021 Rummage RAMPage event scheduled for July 23 – August 2.

Collaboration partners: Public Works – Bill Schmitt, Mark Peebler, Lisa Mondt and Lorrie Hanson; Parks and Recreation – Joshua Thompson; ISU – Mark Miller; and Public Relations Officer – Susan Gwiasda

- 5. *Work with various City of Ames departments to select a consultant to create a Greenhouse Gas (GHG) Inventory for Ames. Once a consultant is selected, serve as the City's point of contact with the consultant to facilitate the completion and presentation of the GHG inventory to the City Council. Continue to assist departments in enhancing and updating the EcoSmart program web pages and all material on the City of Ames website related to sustainability and conservation. Continue to provide student feedback on improving our sustainability marketing and education materials.***

Year End FY2020 accomplishments include the following for Priority Area #5:

- Collaborated with City staff to develop and distribute an RFP for the completion of a community GHG inventory and selected consultant, paleBluedot.
- Assisted in the coordination GHG emission data collection and biweekly consultant check-in meetings.
- Reviewed draft report documents, provided comments and participated in staff discussions to offer collective feedback to consultants toward the completion of finalized report documents (Ames Greenhouse Gas Inventory, Ames Renewable Energy Potentials Study, Climate Vulnerability Study), expected to be presented to Council this summer.
- Continue to provide feedback on consolidating City of Ames sustainability pages under one section on the City website and creating a more user-friendly experience.

Collaboration partners: Collaboration partners: Electric Services – Kayley Lain; Public Works – Bill Schmitt, Justin Clausen; Planning & Housing Department –

Kelly Diekmann; Water & Pollution Control – Dustin Albrecht; City Manager’s Office – Deb Schildroth and Susan Gwiasda; Fleet & Facilities – Corey Mellies; Parks & Recreation – Joshua Thompson; and Purchasing – Karen Server

**CONTRACT  
FOR  
SUSTAINABILITY ADVISORY SERVICES**

This Agreement, made and entered into the 1st day of July 2020, by and between the CITY OF AMES, IOWA, hereafter called the “City” and IOWA STATE UNIVERSITY, hereafter called “ISU.”

**WITNESSTH THAT:**

**WHEREAS**, the City and ISU had previously entered into a Contract for Sustainability Advisory Services dated July 1, 2010, which was, by mutual consent, extended to December 31, 2011, and to June 12, 2012, and to June 30, 2013 and to June 30, 2014; and to June 30, 2015, and to June 30, 2016, and to June 30, 2017, and to June 30, 2018, and to June 30, 2019, and to June 30, 2020,

**WHEREAS**, the City and ISU remain committed to the concept of sustainability and are desirous of reducing carbon emissions; and

**WHEREAS**, ISU currently employs a Director of Sustainability to coordinate their sustainability efforts; and

**WHEREAS**, the sharing of the services of ISU’s Director of Sustainability is a more efficient method for both the City and ISU to provide this service.

**NOW, THEREFORE**, the parties hereto, pursuant to and in accordance with the provisions of Chapter 28E Code of Iowa for joint exercise of governmental powers, agree as follows:

**I  
PURPOSE**

The purpose of this agreement is to secure for the City and its citizens leadership, coordination, and support services for sustainability efforts directed at carbon emission reduction and promoting sustainable community practices.

**II  
SCOPE OF SERVICES**

**ISU, through its Director of Sustainability, shall assist City staff in the implementation of conservation efforts and other sustainable practices by planning, implementing, and carrying out the following programs or initiatives:**

- 1) Continue to work with Public Works Department and Water and Pollution Control Department on reuse and diversion programs related to the waste stream, including – but not limited to – the implementation and monitoring of a composting and food waste program.
- 2) Continue to support and strengthen the Smart Business Challenge through outreach and recruitment of participants, oversight of Challenge interns, and marketing of outcomes and accomplishments of Challenge participants.

- 3) Continue to represent the City at events that educate residents about ongoing City sustainability efforts, rebates, and waste reduction opportunities including – but not limited to – the EcoFair and WelcomeFest.
- 4) Coordinate Rummage RAMPage at the Ames Intermodal Facility in partnership with the Resource Recovery Plant, Public Relations, CyRide, and Iowa State University, to address concerns that usable housewares and furniture are being needlessly discarded and hard-to-process materials are being sent to the Resource Recovery Plant.
- 5) Serve as a City contact with consultants to complete a Greenhouse Gas (GHG) Inventory and assist in the completion and presentation of the GHG inventory to the City Council. Play a key role in selecting consultants for a Climate Action Plan. Help lead the committee of City employees in collaboration with the selected consultant to complete and present the Climate Action Plan to the City Council.

### **III METHOD OF PAYMENT**

Although this is a lump sum contract for consulting services, ISU anticipates devoting a maximum of 480 hours (25%) of the Director of Sustainability's time to complete the tasks identified in the Section II. Furthermore, ISU shall not charge for the use of ISU office space or office equipment (such as computing and communications) used on a day-to-day basis by the Director of Sustainability for conducting the work.

The City will disburse payments to ISU each month in the amount of \$2,083.33. The maximum total amount payable by the City under this agreement is \$25,000 for work detailed in the SCOPE OF SERVICES (Section II of this Contract) and no greater amount shall be paid.

### **IV SUPERVISION OF CONTRACTED SERVICES**

The work of ISU's Director of Sustainability under this agreement shall be supervised and directed by the Ames City Manager or his designee. Each month, the Director of Sustainability shall provide a report to the City Manager or the City Manager's designee highlighting the progress being made to accomplish the tasks required in Section II. Also, biannual progress reports will be provided to Council will be provided in December and June of each contract year. Clerical assistance needed to perform the work identified in the SCOPE OF SERVICES (Section II) will be provided by the City Manager's Office.

### **V DURATION AND EARLY TERMINATION**

This agreement shall be in full force and effect from and after July 1, 2020, until June 30, 2021. This agreement may be terminated without cause by either party upon the giving of notice 90 days advance written notice. On or before April 1, 2020, the parties will discuss renewal of this agreement.

**VI  
DISCRIMINATION PROHIBITED**

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

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

**CITY OF AMES, IOWA**

ATTEST:

BY \_\_\_\_\_  
John A. Haila, Mayor

\_\_\_\_\_  
Diane R. Voss, City Clerk

**IOWA STATE UNIVERSITY**

BY \_\_\_\_\_  
Pamela Cain, Senior Vice President for University Services  
Iowa State University

**COUNCIL ACTION FORM**

**SUBJECT: RESOLUTION EXTENDING THE EXPIRATION DATE OF THE CURRENT AMES URBAN FRINGE PLAN (AUFPP) 28E AGREEMENT BY ONE YEAR.**

**BACKGROUND:**

On February 18, 2020, Story County Board of Supervisors passed Resolution #20-64 “acting on support of the current Ames Urban Fringe Plan (AUFPP), extending the current Ames Urban Fringe Plan (AUFPP) 28E Agreement, and acknowledging interest in working with jurisdictions to amend goals and policies of the future AUFPP.” **The Fringe Plan and 28E related to the 2-mile extraterritorial area around the City where the City of Ames has subdivision authority based upon the Code of Iowa.** As part of Council communications on March 10, 2020, the City Council directed staff to place County’s request for Ames to adopt a similar resolution be placed on a future agenda.

The original AUFPP 28E Agreement was adopted on July 11, 2011 (Attachment ‘A’). It was able to automatically renew for one five-year period and currently expires on July 11, 2021. The Agreement includes provisions for amending the Plan and the agreement, automatic extensions, and termination. Staff has determined that extending the 28E is covered by Section 7 of the agreement as an amendment.

Story County’s intent with the one-year extension proposal is to allow current processes for development review within the fringe area to continue while allowing time to work on goals and policy amendments to the future AUFPP. Gilbert has adopted a similar resolution.

**28E AGREEMENT**

The 28E Agreement was developed to implement the Ames Urban Fringe Plan. It is a cooperative agreement between Ames, Gilbert and Story County. The 28E Agreement defines the role of each party in reviewing proposed subdivisions in the fringe area and agrees to consistent planning objectives to manage development and preserve natural resources and prime agricultural land. **As a result, it provides customers and property owners a more streamlined process for approval of these divisions. Jurisdictions are still able to provide recommendations during subdivision approval for any needed infrastructure.**

**If the 28E Agreement expires, the Urban Fringe Plan would remain in place as adopted by the City as its land use policy for the 2-mile area surrounding the City.** However, there would be no agreement on how to jointly administer land use and subdivision review in the 2-mile area around the City and the City would assume full

subdivision authority over all types of divisions and the County would have independent zoning authority and also subdivision review. Each jurisdiction would proceed in more of an ad-hoc manner, administering subdivision review and eliminating the current stream-lined process.

**ALTERNATIVES:**

1. The City Council can approve a Resolution amending the expiration date of the AUFPP 28E Agreement by one year to July 11, 2022, based upon Section 7 of the Agreement.
2. The City Council can approve alternative language for the proposed Resolution.
3. The City Council can request additional information and defer making a recommendation.

**CITY MANAGER’S RECOMMENDED ACTION:**

Adoption of the Resolution allowing an extension is beneficial to the City of Ames, given the status of the Ames Plan 2040 and its timeline for adoption. This allows for additional time to approve Plan 2040 and then to discuss the policy implications related to management of the 2- mile fringe area around the City. In the event the extension is not desirable through July 2022, the City can still exercise an option to terminate the agreement or request a lengthier extension.

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

**ATTACHMENT 'A'**  
**EXISTING 28E AGREEMENT**

Instrument: 2011- 00006589  
 Date: Jul 15, 2011 11:05:01A  
 Rec Fee: 60.00 E-Com Fee: 1.00  
 Aud Fee: .00 Trans Tax: .00  
 Rec Management Fee: 1.00  
 Non-Standard Page Fee: .00  
 Filed for record in Story County, Iowa  
 Susan L. Vande Kamp, County Recorder

---

Prepared by Doug Marek, City of Ames, 515 Clark Avenue, Ames, IA 50011 (515-239-5146)  
 Return to Diane Voss, City of Ames, 515 Clark Avenue, Ames, IA 50011 -0811

---

(env)

**AMES URBAN FRINGE  
 JOINT AND COOPERATIVE AGREEMENT  
 [Pursuant to Code of Iowa, Chapter 28E]**

This Joint and Cooperative Agreement (hereinafter referred to as the "Agreement") is entered into pursuant to the authority of the *Code of Iowa*, Chapter 28E on this 11 day of July, 2011 by and between Story County, Iowa, (hereinafter referred to as "County"); the City of Ames, Iowa (hereinafter referred to as "Ames"); and the City of Gilbert, Iowa (hereinafter referred to as "Gilbert"). The two cities shall be referred to hereinafter collectively as "Cities", and all three entities collectively as the "Cooperators".

WHEREAS, continued growth and development within the two mile extraterritorial jurisdiction area of Ames requires increased coordination among the Cooperators to achieve better land use management and control of development within the area; and

WHEREAS, the two mile extraterritorial jurisdiction area of Gilbert overlaps into significant portions of the Fringe Area; and

WHEREAS, the councils of Cities have previously asserted the two mile extraterritorial jurisdiction over land divisions available to them pursuant to the *Code of Iowa*, Chapter 354; and

WHEREAS, the long range, comprehensive planning documents of each Cooperator establish goals and policies that promote the rational and efficient development of land in furtherance of the social and economic well-being of its respective citizens; and

WHEREAS, the governing bodies of Cooperators have determined that the best method for achieving such rational and efficient development is through a coordinated program of inter-jurisdictional land use planning; and

WHEREAS, the provisions of the *Code of Iowa*, Chapter 28E were adopted to facilitate such inter-jurisdictional cooperative efforts; and

WHEREAS, the Cooperators have heretofore developed and approved in July of 2006, pursuant to public notice, hearing and decision, a document entitled "Ames Urban Fringe Plan" (hereinafter referred to as "Plan") that sets forth specific understandings, goals and policies to guide and control the future development of the fringe area; and

WHEREAS, the Cooperators now seek to provide a legal mechanism for the implementation of the Plan through the adoption of this Agreement; and

WHEREAS, each Cooperator has determined, and deems, that it is in the best interests of the Cooperator and the most efficient use of the Cooperator's power and authority with respect to land use planning within the Fringe Area, that the County and Cities enter into this Agreement pursuant to the provisions of the *Code of Iowa*, Chapter 28E.

**NOW, THEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:**

**Section 1. Compliance with the Plan**

The Cooperators agree to observe, follow, and comply with all policies for development in the Fringe Area as set forth in the Plan, and its approved attachments, including the Land Use Classes Map and the Land Use Framework Map, in establishing and amending land use regulations within the territory of the Fringe Area.

**Section 2. Reference to Planning Documents**

The Plan and its accompanying maps, approved July, 2006, and as subsequently amended, are hereby adopted as the guiding documents for development in the Fringe Area.

**Section 3. Protecting Agricultural Operations**

It is agreed and understood by the Cooperators that neither this Agreement, nor any policy set forth in the Plan, shall interfere with the agricultural exemption as provided by *Code of Iowa*, Section 335.2.

**Section 4. Fringe Area Boundary**

The area within which this Agreement shall be known as the Ames Urban Fringe as specifically established by the Plan. It may also be known as the Fringe Area or Planning Area.

**Section 5. Administration of the Plan**

It is the purpose of this Agreement to provide for an alternative, and more efficient, method for the regulation and processing of development within the Fringe Area. To achieve this purpose, Cities and County agree that each will waive the exercise of some portion of its otherwise existing land use authority in order to facilitate the operation of this Agreement in the manner hereinafter set forth in this Section 5. Where an existing land use authority is not specifically referenced in this Section 5, it shall continue to be normally exercised unless it would render one or more of the following subsections inoperative, in which case it shall be deemed to be waived to the extent necessary to give effect to any subsection hereof. In any instance when a Cooperator seeks to exercise its land use authority, including but not limited to Conceptual Reviews,

Annexations, Change of Zone, and Sketch Plans, in the Fringe Area, it shall notify the other Cooperators within ten (10) days of submittal of an application for such action.

**5.1 County Zoning Regulations:**

**5.1.1 Story County Land Development Regulations.** Zoning regulations for unincorporated Story County are under the authority of Story County through the adoption of the *Story County Land Development Regulations* and the provisions of *Code of Iowa*, Chapter 335.

5.1.1.1 Nothing in this Agreement shall be construed or applied to limit the County's legislative authority or discretion in adopting or amending its land use regulations.

5.1.1.2 The A-2, Agribusiness Zoning District, defined in the *Story County Land Development Regulations*, is intended and designed to provide for those activities strongly interrelated with agricultural uses and must therefore be located in agricultural areas. While the Plan recognizes that there are industrial and commercial land uses which are dependent on proximity to local agricultural land uses and which are essential to the continued feasibility of farming in the County, it furthermore seeks to strategically locate such uses. With the growth of the agri-business and agri-technology industries, the Cooperators agree that the intensities of uses allowed in the A-2 Zoning District could escalate beyond what each of the Cooperators may have individually envisioned or intended for identified agricultural areas. Further, the Plan creates Planned Industrial and Industrial Reserve areas in which the Cooperators will invest or have invested in infrastructure to accommodate more intense uses. Some uses in the A-2 Zoning District are incompatible with the Agriculture and Farm Services designation in the Plan. Therefore, the County agrees to limit the intensity of uses allowed within the A-2 Zoning District outside of said Planned Industrial and Industrial Reserve areas through Conditional Rezoning Agreements that allow all permitted uses in the A-2 Zoning District except the storage, retail or wholesale marketing, or processing of agricultural products into a value added agricultural product.

**5.1.2 Official Zoning Map of Story County, Iowa.** Amendments to the Official Zoning Map of Story County, Iowa within the Fringe Area shall conform to the goals and policies set forth in the Plan and the Land Use Framework Map.

5.1.2.1. All applications for amending the Official Zoning Map of Story County, Iowa will be processed in accordance with the requirements set forth in the *Story County Land Development Regulations*.

5.1.2.2. County shall not take action on any request to amend the Official Zoning Map of Story County, Iowa, within the Fringe Area when such request is accompanied by a request to amend the Plan.

5.1.2.2.1 Such request to amend the Plan shall be acted upon by all Cooperators as provided for in Section 6.2 of this Agreement prior to action by the County on an amendment to the Official Zoning Map of Story County, Iowa.

**5.1.3 Non-conforming Properties.** Properties zoned a classification inconsistent with this Agreement or the Plan as determined by the Cooperators, as of the date this Agreement is executed, shall not be deemed to be in violation of this Agreement or the Plan, as long as such zoning remains in effect on the property.

## **5.2 Subdivision Regulations:**

- 5.2.1 **Rural Service and Agricultural Conservation Area Designation.** In areas designated Rural Service and Agricultural Conservation Area in the Plan, Cities agree to waive the exercise of their extra-territorial subdivision authority and application of their respective related design and improvement standards.
- 5.2.2 **Rural/Urban Transition Area Designation.** In areas designated Rural/Urban Transition Area in the Plan, Cooperators shall apply Subdivision Review Procedures as described in Attachment A. However, Agricultural Subdivisions in the Rural/Urban Transitional Area shall be processed solely by the County.
- 5.2.3 **Urban Service Areas Designation.** In areas designated Urban Services Area in the Plan, County agrees to waive the exercise of its subdivision authority.

## **5.3 Annexation:**

- 5.3.1 **Planning Area Boundary.** In consideration of the fact that annexation has the effect of extending the two-mile extraterritorial subdivision plat review area as defined by the Code of Iowa beyond the Planning Area Boundary defined in the Plan, Cooperators understand and agree that Cities shall waive their extra-territorial jurisdiction in such extended area, and that County shall approve pursuant to such waiver and within such extended area, only those subdivisions meeting the definition of Agricultural Subdivisions, which shall be so designated on the face of each Final Plat. Alternatively, a property owner may request the Cooperators to amend the Plan to extend the Planning Area. Such request shall be processed as provided for in Section 6 of this Agreement.
- 5.3.2 **Annexation in Accordance with Plan.** Cities agree to annex territory in accordance with the goals and policy statements set forth in the Plan.
- 5.3.3 **Annexation of Property within the Rural Service and Agricultural Conservation Areas.** In areas designated Rural Service and Agricultural Conservation Area in the Plan, Cities shall not review annexation requests until such time the Plan has been amended to designate such property as Urban Service Area and then such annexation processed in accordance with this Agreement.
- 5.3.4 **Annexation of Property within the Rural/Urban Transition Areas** In areas designated Rural/Urban Transition Area in the Plan, Cities shall not review annexation requests until such time the Plan has been amended to designate such property as Urban Service Area and then such annexation processed in accordance with this Agreement.
- 5.3.5 **Annexation of Property within the Urban Service Area.** It is the Cooperators' intent that Cities will annex all property within the Urban Service Area. Such annexation will occur only after Cities gives full consideration to comprehensive plan policies, degree of contiguity to the City limits, proximity to existing City services, the cost of extending City services, the fiscal impact and funding sources for providing City services, and the development needs of the City.

- 5.3.6 **Annexation of Right-of-Way.** When undertaking any annexation of land within the Fringe Area, Cities shall annex the entire width of public rights-of-way located within and immediately adjacent to such lands.

## **Section 6. Plan Review and Amendment**

### **6.1 Plan Review**

At any time during the term of this Agreement, either the Chair of the County Board of Supervisors or a Mayor of either of the Cities may initiate a review of the Plan by providing a notice in writing of the intent to so review.

### **6.2 Amending the Ames Urban Fringe Plan**

- 6.2.1 The Plan may be amended at any time following a review pursuant to Section 6.1 above, or upon petition by a Property Owner. As the Ames Urban Fringe Plan shall be adopted by each of the Cooperators as a part of their respective comprehensive plans, the procedures of adopting an amendment to the comprehensive plan is unique to each Cooperator, subject to meeting the notification requirements of Code of Iowa. Each Cooperator shall process an amendment to the Plan as an amendment to their comprehensive plan.
- 6.2.2 Upon the approval of a proposed amendment by the governing body of all Cooperators, notice shall be made to all other cooperators within twenty (20) business days. The amendment shall be effective upon receipt by the other Cooperators of all such notices.
- 6.2.3 Outside its two-mile extra-territorial zone, Gilbert shall have the right to participate in the approval process only of those Plan amendments where there is reasonable expectation of significant cumulative impact on Gilbert resulting from the amendment. In assessing the potential impact, both the magnitude of possible impact, as well as the geographic proximity to Gilbert of the possible impact, shall be considered.
- 6.2.4 Cooperators have agreed to an administrative process for the consideration of Plan amendments, which process is set forth on Attachment C, Plan Amendment Process, and incorporated herein for all purposes.
- 6.2.5 It is understood and agreed that the provisions of Attachment C may be revised from time to time by an affirmative vote of the governing body of each Cooperator.

## **Section 7. Amendment of Agreement**

- 7.1 This Agreement may be amended at any time by an affirmative vote of the governing body of all Cooperators. Any Cooperator desiring an amendment to this Agreement shall notify the other Cooperators of its desire, and the reasons for the request.
- 7.2 Such request shall be in writing to the other Cooperators, and shall be considered without unreasonable delay and within no more than ninety (90) days of receipt.
- 7.3 If the request is agreed to by the other Cooperators, each Cooperator shall prepare and submit to the others a certified resolution confirming the affirmative vote of the Cooperator's governing body.

- 7.4 The amendment shall take effect ten (10) days following receipt of the last such resolution by the other Cooperators. Amendments shall be filed and recorded as required by Section 14 hereof.

**Section 8. Termination of Agreement.**

- 8.1 It is the intent of this Section to provide the sole and exclusive method for termination of the mutual rights and obligations of Cooperators pursuant to this Agreement.
- 8.2 The governing body of any Cooperator may terminate this Agreement at any time, and for any reason, by approving a resolution of notice of intent to terminate to the other Cooperators, such termination shall not be effective for one hundred twenty (120) days following receipt by the other Cooperators.
- 8.3 If, at the time of the giving of such notice, a Cooperator is in breach of this Agreement, it is understood and agreed that the actions of Cooperator giving rise to such breach shall be null, void and of no force or effect whatsoever, ab initio, and that for such actions to be effective will have to be repeated following termination of this Agreement pursuant to this Section 8.
- 8.4 During these one hundred twenty days, Cooperators shall seek to resolve issues, if any, that gave rise to the notice of intent to terminate through direct meetings of governing bodies, mediation, or other means to which all parties shall agree.
- 8.5 During these one hundred twenty days no waiver of governmental power established by this agreement shall be effective.
- 8.6 If resolution is not achieved after one hundred twenty days, the governing body of the Cooperator who initiated the notice of intent to terminate the agreement may approve a resolution terminating the agreement effective thirty (30) days following receipt of a certified resolution by the other Cooperators.

**Section 9. Effective Period.**

This Agreement shall become effective as of the date first set forth above, following acceptance and execution by the parties, and shall be in effect for five (5) years after such date, unless earlier terminated pursuant to Section 8 above. This Agreement shall be automatically renewed for an additional five years unless any Cooperator objects in writing to such renewal no less than one hundred fifty (150) days prior to the termination date.

**Section 10. No Separate Legal/Administrative Entity Created.**

It is the intention of this Agreement that there be no new or additional legal or administrative entity created by this Agreement, nor that the inherent governmental powers of any Cooperator be affected in any way beyond the terms of this Agreement. It is further agreed and understood by the parties hereto that no financial obligations upon any Cooperator are intended to be created hereby.

**Section 11. Entire Agreement.**

This Agreement represents the entire understanding between the Cooperators and no Cooperator is relying on any representation or understanding which may have been made by another Cooperator and which is not included in this Agreement.

**Section 12. Severability/Invalidity**

If any term, provision or condition of this Agreement shall be determined to be invalid by a court of law, such invalidity shall in no way effect the validity of any other term, provision or condition of this Agreement, and the remainder of the Agreement shall survive in full force and effect unless to do so would substantially impair the rights and obligations of the parties to this Agreement or substantially frustrate the attainment of the purposes of this Agreement.

**Section 13. Notices.**

Notices under this Agreement shall be in writing and delivered to the representative of the party to receive notice (identified below) at the address of the party designated to receive notice for each Cooperator as set forth in this Agreement. The effective date for any notice under this Agreement shall be the date of actual delivery of such notice and not the date of dispatch. The preferred means of notice shall be either actual hand delivery, certified US Mail, return receipt requested with postage prepaid thereon, or by recognized overnight delivery service, such as FedEx or UPS.

Notices shall be delivered to the following persons at each Cooperator:

- County:       Chairperson, Story County Board of Supervisors  
                  Story County Administration  
                  900 6<sup>th</sup> Street  
                  Nevada, Iowa 50201
  
- Ames:         Mayor, City of Ames  
                  City Hall  
                  515 Clark Avenue  
                  Ames, IA 50010
  
- Gilbert       Mayor, City of Gilbert  
                  City Hall  
                  119 Main Street  
                  Gilbert, IA 50105

**Section 14. Recordation**

This Agreement shall be recorded pursuant to the requirements of *Code of Iowa*, Chapter 28E.

**Section 15. Entire Agreement.**

This Agreement and attachments attached hereto constitute the entire Agreement, among the Cooperators and supersedes or replaces any prior agreements among the Cooperators relating to its subject matter.

**Section 16. No Waiver.**

The waiver or acceptance by any Cooperator of a breach or violation of any provisions of this Agreement by another Cooperator shall not operate as, or be construed to be, a waiver of any subsequent breach.

**Section 17. No Assignment or Delegation.**

Neither this Agreement, nor any right or obligation under it, may be assigned, transferred or delegated in whole or in part to any outside party without the prior written consent of all the Cooperators.

**Section 18. Authority and Authorization.**

Each party to this Agreement represents and warrants to the other that it has the right, power and authority to enter into and perform its obligations under this Agreement; and that it has taken all requisite actions necessary to approve the execution, delivery and performance of this Agreement, and that this Agreement constitutes a legal, valid and binding obligation upon itself in accordance with the terms of the Agreement.

**Section 19. Headings and Captions.**

The paragraph headings and captions set forth in this Agreement are for identification purposes only and do not limit or construe the contents of the paragraphs.

**Section 20. Counterparts.**

The Cooperators agree that this Agreement has been or may be executed in several counterparts, each of which shall be deemed an original and all such counterparts shall together constitute one and the same instrument.

[Signature page follows]

**STORY COUNTY**

Dated this 5 day of July, 2011.

By: Wayne E. Clinton  
Wayne Clinton, Chairperson, Board of Supervisors

Attest: Lucinda Martin  
Lucinda Martin, County Auditor

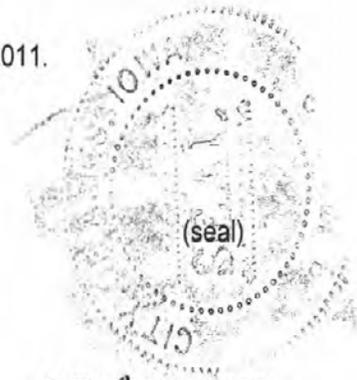


**CITY OF AMES**

Dated this 28th day of June, 2011.

By: Ann Campbell  
Ann Campbell, Mayor

Attest: Jill Ripperger  
Jill Ripperger, Deputy City Clerk



APPROVED AS TO FORM  
BY Douglas R. Marek  
DOUGLAS R. MAREK  
CITY ATTORNEY

**CITY OF GILBERT**

Dated this 11 day of July, 2011.

By: Jonathan C. Popp  
Jonathan Popp, Mayor

Attest: Susan Gens  
Susan Gens, City Clerk



## ATTACHMENTS:

### Attachment A

#### Subdivision Review Procedures – Rural/Urban Transition Area Land Use Class

The Cities and County all have established subdivision review and approval and, for the Cities, have extended that review and approval outside its boundaries in accordance with Code of Iowa 354.9 and as amended. In establishing a process for subdivision review in the Rural/Urban Transitional Area Land Use Class, the three jurisdictions acknowledge the primacy of the Cities' interests in regulating development in areas that the Cities may, at some future moment, annex. Therefore, the Cities are tasked with giving primary review and, if appropriate, approval of any proposed division of land, except for Agricultural Subdivisions, which shall remain the sole province of the County.

As noted in Section 5.2.1 of this agreement, Cities agree to waive their subdivision review authority in areas designated Rural Service and Agricultural Conservation Area in the Plan. And as noted in Section 5.2.3 of this agreement, County agrees to waive its subdivision review authority in areas designated Urban Services Area in the Plan.

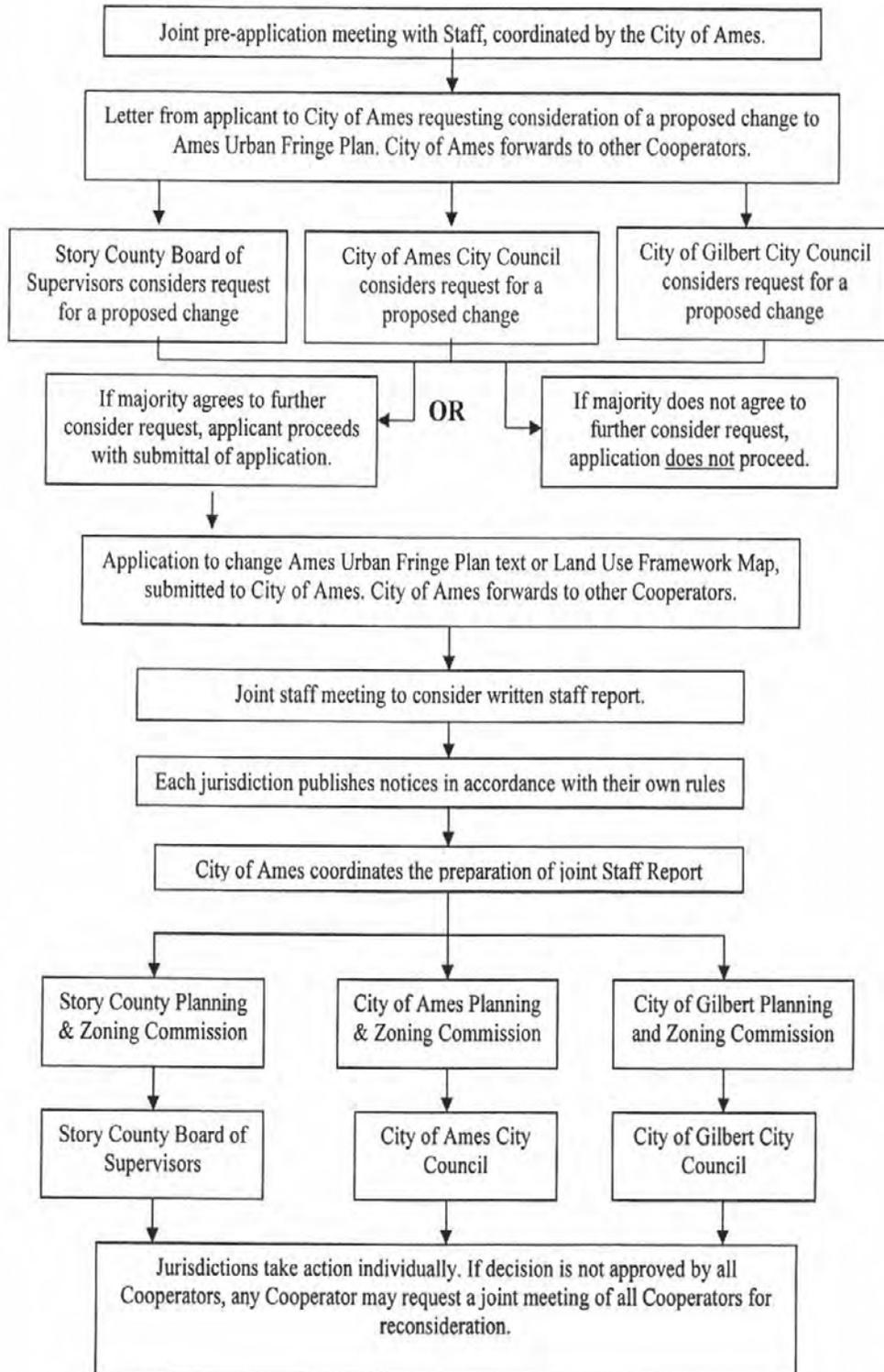
1. City Sketch Plan application form submitted to the closer City.
2. Sketch Plan review by City and County staff and determination as to whether the proposed division is a Major, Minor, or Agricultural Plat or whether the division can be allowed by Plat of Survey.
3. If a Major Subdivision Plat, follow City's Preliminary Plat process through to City Council decision. Plat is then forwarded to the County for action. Final Plat follows City's Major Final Plat process through to City Council decision. Plat is then forwarded to the County for action.
4. If a Minor Subdivision Plat, follow City's Minor Final Plat process through to City Council decision. Plat is then forwarded to the County for action.
5. If an Agricultural Plat, follow County's Agricultural Plat process through to Board of Supervisor's decision. No action by the City is required.
6. If a Plat of Survey, follow City's Plat of Survey process through to City Council decision. Plat is then forwarded to the County for action.

Attachment B

Reserved

Attachment C

**Ames Urban Fringe Plan Amendment Procedures**





**COUNCIL ACTION FORM**

**SUBJECT: RESOLUTION ACTING IN SUPPORT OF THE CURRENT AMES URBAN FRINGE PLAN (AUFPP) AND ACKNOWLEDGING INTEREST IN WORKING WITH JURISDICTIONS TO INITIATE A REVIEW**

**BACKGROUND:**

On February 18, 2020, Story County Board of Supervisors passed Resolution #20-64 “acting on support of the current Ames Urban Fringe Plan (AUFPP), extending the current Ames Urban Fringe Plan (AUFPP) 28E Agreement, and acknowledging interest in working with jurisdictions to amend goals and policies of the future AUFPP.” **The Fringe Plan and 28E related to the 2-mile extraterritorial area around the City where the City of Ames has subdivision authority based upon the Code of Iowa.** As part of Council communications on March 10, 2020, the City Council directed staff to place County’s request for Ames to adopt a similar resolution be placed on a future agenda. The current AUFPP can be found on the [Planning Division website at this link](#).

**The intent of this resolution is to allow time to work on goals and policy amendments to the future AUFPP, while keeping in place current processes for development review within the fringe area.** Gilbert has adopted a similar resolution. Section 6 of the 28E Agreement allows the initiation of a review of the Plan by “providing notice in writing of the intent to so review” and states that “The Plan may be amended at any time following a review...”

**With the expiration of the Ames Urban Fringe Plan 28E Agreement and upcoming completion of the Ames Plan 2040, it will be important to review the AUFPP and identify needed amendments to both the AUFPP and the land use framework map.** Adoption of the proposed Resolution will show support for an open dialogue with jurisdictions and initiate a review of the goals and policies of the plan. Story County did not indicate specific interests or changes as part of the resolution.

**It is expected that the City Ames would not begin any concerted effort in regard to the AUFPP until after the adoption of the Ames Plan 2040. Story County has already actively begun discussions with their Planning & Zoning Commission and Board of Supervisors to begin to define issues that should be addressed in an amended AUFPP and new 28E Agreement. City staff’s understanding is the County would conduct outreach and begin the review process in earnest in 2021.**

**ALTERNATIVES:**

1. The City Council can adopt a resolution in support of City staff working with Story County and Gilbert staff to review the AUFPP and identify issues for possible

amendments by the City Council. This review by the City will begin following the adoption of the Ames Plan 2040, estimated to be in 2021.

2. The City Council can approve alternative language for the proposed resolution.
3. The City Council can request additional information and defer making a recommendation.

**CITY MANAGER’S RECOMMENDED ACTION:**

Based upon the work with Ames Plan 2040, the AUFPP will need substantial changes to reflect the 2-mile boundary of the City and new land use policies. Working in concert with other jurisdictions has proven to be beneficial overall for the City over the past nine years. Staff anticipates this effort to begin at the conclusion of the Ames Plan 2040 process.

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

## ADDENDUM

### **AMES URBAN FRINGE PLAN (AUFPP) SUMMARY**

<https://www.cityofames.org/home/showdocument?id=2404>

The Ames Urban Fringe Plan (AUFPP) is a land use and growth management plan for the area extending two miles out from the Ames city limits. The Ames Urban Fringe Plan was adopted by Ames, Gilbert, and Story County in 2006.

The Plan identifies principles that are used to balance the various issues important to the cities of Ames and Gilbert (which try to accommodate population and economic growth), and Boone and Story County (which try to protect the agricultural economy and rural lifestyles).

The approach to the AUFPP was:

- Establish guiding principles;
- Determine areas to be worked on first, areas of apparent conflict; and
- Investigate methods to coordinate processes and communication.

Guiding principles were created as a result of comparing existing policies and regulations and determining where there would be commonality of policy and regulation between Boone County, Story County, and the City of Ames. The guiding principles represented policies or positions that were already adopted in total or in part by each jurisdiction.

Guiding Principles of the current AUFPP (for all entities involved):

- Work to accomplish intergovernmental coordination for successful planning and management within the two-mile fringe of the City of Ames.
- Work together to preserve agricultural land from unplanned and inefficient urbanization and rural non-agricultural development.
- Work together to insure that future development is directed to targeted growth areas.
- Seek effective and efficient management of growth in order to minimize negative impacts.
- Work together to establish an orderly transition of land uses from rural to urban and vice versa.
- Protect environmental resources and establish growth policies that are compatible with ecological systems.

The AUFPP identifies those areas in which the cities are unlikely to grow into in the foreseeable future, areas where the cities are likely to annex and develop, and those areas where growth may happen outside the cities but should be accommodated by the cities at some future point.

While the Plan describes general and specific policies for future development around cities, the fact is that multiple jurisdictions have different powers to direct and regulate development. The Plan proposes a “workable scenario” to implement these policies.

Ames’ approach to Ames Plan 2040 is different than the current LUPP and will need to be reflected in the amendments to the AUFPP and land use framework map. Annexation

and growth will be allowed in multiple directions to provide flexibility towards meeting development interests. There will be no requirement to build out any of the analyzed area in a specific order.

Additionally, the City Council has indicated an interest in policies that reserve the full 2040 scenario areas (Tiers 1 through 4) for future urbanized area, even if it is to occur beyond the 2040 timeframe. Serviceable properties abutting the City that are not part of a growth area that could also be annexed, if requested by a property owner. Examples of this would include properties south of Ames, East Industrial, and Dayton Avenue.

To date, there has been minimal discussion about the extra-territorial areas as part of the Ames Plan 2040 process.

**COUNCIL ACTION FORM**

**SUBJECT: MINOR AMENDMENT TO THE LAND USE POLICY PLAN  
FUTURE LAND USE MAP AT 802 DELAWARE AVENUE**

**BACKGROUND:**

On January 28th, 2020, the City Council referred to staff a letter from Justin Dodge, with Hunziker Companies representing property owner Dick Hall, asking to initiate a Minor Amendment to the Land Use Policy Plan for 802 Delaware Avenue. The site is currently a vacant lot and totals approximately .75 acres between North Dakota Avenue and Delaware Avenue. *(See Attachment A – Location Map)*. City Council determined on March 10, 2020 that the developer could proceed with an application for a Minor LUPP Amendment. Council discussed the proposal in the context of housing and land use discussions of Ames Plan 2040 regarding infill, knowing that evaluation of the proposal is subject to review under the current Land Use Policy Plan (LUPP).

The designation of the property is currently Low Density Residential. *(see Attachment B – Existing Land Use Designation)*. Current land use designations adjacent to the site are Low Density Residential in all directions. The owner and developer of the properties, is requesting a change in the land use designation of the properties from Low Density Residential to Medium Density Residential *(see Attachment C – Proposed Land Use Designation)* in order to ultimately rezone the site to Residential Medium Density (RM) zoning for construction of a medium density multi-family development. Under the current zoning the site could be subdivided and developed with three single-family home lots with frontage along Delaware.

The proposed LUPP map amendment would create a site-specific infill area intended for a medium density style development within an area designated low density residential. Two-family duplex style homes do exist across the street and nearby along Delaware Avenue to the north as a product of prior zoning options that existed prior to 2000. The current RL zoning, which allows for only new single-family homes, was put into place in 2000. Attachment “A” shows the overall predominant development pattern in the immediate area of the site. Further to the north is multi-family development of apartments, approximately 800 feet from the site.

**During preliminary discussions, the developer has described an interest in a townhome development concept that consists of six two-story townhomes.** The applicant’s support for their request is included as Attachment D. The developer desires a Medium Density designation and RM zoning for the site to increase development potential of the site with a housing type not permitted within RL zoning. Single-family attached housing (townhomes) is not a permitted building type within RL zoning, although it is permissible in the Floating Suburban FS-RL expansion areas of the City.

Development in RM zoning allows smaller scale multi-family uses ranging in density from 7.26 up to 22.31 units per acre. The developer envisions the townhomes as buildings all on one lot. This type of building pattern of townhomes would be viewed as apartment buildings under the Zoning Ordinance definitions if they are not on individual lots as single-family attached housing.

The requested LUPP Amendment is the first step in a series of actions to realize the developer's vision that would also include applications for Rezoning and a Minor Site Development Plan. Details of development would be refined in later steps if the LUPP Amendment is approved.

**During the recent Ames Plan 2040 process the Planning and Zoning Commission and City Council have discussed in general potential changes to the residential land use designations that may permit small site infill than is different than current policies.** These concepts and associated policy issues must still have details finalized and are not available to help guide a decision on this request. The applicant acknowledges this in their request and hopes to move ahead as an initial effort to address infill goals in light of the Ames Plan 2040 discussions.

With any proposed change to the Land Use Policy Plan Future Land Use Map, the City examines the suitability of infrastructure and the site for the proposed use. Infrastructure includes facilities such as sewer and water capacity, storm drainage, and general circulation needs. **Staff generally finds that infrastructure for water, sewer, storm drainage, and traffic access from Delaware are acceptable to plan for the more intense development in this area.** More details would be reviewed with a specific development concept.

When evaluating the change of use it is important to consider how future development at this location would generally interface with its surroundings through the zoning standards. RM zoning has basic setback standards similar to the RL zoning. RM does permit larger building types and more overall lot coverage compared to RL. There are no precise building or site design guidelines to define architectural compatibility. **If the request is approved, during rezoning a Master Plan may be needed to help define the development concept prior to final review of Site Development Plan.**

The current LUPP is selective in its support of intensification and infill, primarily focusing on Downtown, Campustown, and Lincoln Way as areas highlighted for intensification. Generally, infill on smaller sites is not a strategy identified in the LUPP to meet housing needs of the City. The LUPP stated vision is to permit planned mixes of housing types in expansion areas of the City (Village/Floating Suburban) with minimal changes in existing areas. Staff highlights Goal 2, Goal 4, Goal 5, and Goal 6 with their objectives as relevant to the issue of balancing future growth needs and neighborhood compatibility (Attachment E). **Although the LUPP identifies desires for diverse housing opportunities, staff did not find the Goals and Objectives to fit increasing density on a small site such as this for infill.** A more detailed discussion is included in the addendum.

## **Planning & Zoning Commission Recommendation**

The Planning & Zoning Commission discussed the matter at the May 20<sup>th</sup> Planning & Zoning Commission meeting. The meeting was noticed as a public hearing with publishing in the newspaper and direct mail to property owners within 300 feet of the site. The Commission discussed the current setting of the area, the current LUPP, and the status of Plan 2040. Much of the discussion focused on the current LUPP intent for limited change in neighborhoods and zoning put in place in 2000 that limited building types in RL areas compared to prior R-2 zoning that allowed for other building types. During the hearing the Commission heard from one member of public who spoke against the proposal.

The Commission deliberated through three separate motions on the matter based upon the alternatives presented by staff. The first motion made was to recommend that the City Council deny the requested amendment to the LUPP Future Land Use Map. The motion failed on a 2-4 vote.

Further discussion followed about the benefits of delaying a decision until Plan 2040 had more definition or to deny the request and have an applicant reapply. Next, a motion was made to recommend the City Council defer the proposed amendment to the LUPP Future Land Use Map. That motion failed on a 3-3 vote. **Ultimately, a motion was made to recommend that the City Council deny the amendment to the LUPP Future Land Use Map. That motion passed on a 5-1 vote.**

### **ALTERNATIVES:**

1. The City Council can deny the proposed amendment to the LUPP Future Land Use Map and maintain the current Low-Density Residential designation on the 0.75 acres site located at 802 Delaware. (*Planning and Zoning Commission Recommendation*)
2. The City Council can approve the proposed amendment to the LUPP Future Land Use Map to change the land use designation of approximately .75 acres of land located at 802 Delaware Avenue from Low Density Residential to Medium Density Residential, as depicted in Attachment C and subject to a condition that a future rezoning include a Master Plan.
3. The City Council can defer the proposed request until such time that guidance on infill policies are added to the LUPP or Ames Plan 2040 is approved with guidance on suitability for small infill sites.
4. The City Council can refer this request back to staff or the applicant for more information, prior to forwarding a recommendation to City Council.

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

The proposed amendment represents a difficult policy balance for the City of Ames between considering maintaining existing conditions or supporting potentially complementary development as infill. Small scale infill is not a common development pattern within Ames due to the minimal number of properties, such as this site, that could afford a developer different opportunities than the surrounding properties developed many years ago. The LUPP currently focuses on conserving existing areas that are not identified for redevelopment or intensification. This was in response to prior land use allowances in the City that permitted more housing options in low density areas before approval of the 1997 LUPP. Mixing of housing types was planned for the growth areas (Village/Floating Suburban) with minimal changes planned within the existing City as a result of the 1997 LUPP.

The proposed site is readily developable for new housing and is an infill site regardless of a change in land use designation. The primary difference is the increase in the number of housing units and the developer's goal of having different building types than what is permitted in the current low density designation.

Staff finds that the Objectives of Goals 2 and 6 are directly applicable to the request by identifying that housing opportunities to meet projected growth and focusing on compatibility with the surroundings are the priority for this application. **Based upon the small site size and no larger initiative to facilitate and design infill in this area, the proposed land use change is not consistent with these objectives and goals.** Although there is not readily available land as Medium Density within existing areas of the city, that is by design of the Plan. The priority for meeting projected growth has been with growth areas and concentrated larger areas of the City rather than small individual sites in general. Single-Family attached homes are allowed within the multiple zoning districts options of the growth areas of the City. **A decision that there is a need for the use and that it would be compatible with the surroundings is necessary to find support within the context of the current LUPP.**

Plan 2040 discussions have raised the prospect of considering small scale infill options with different building types, such as the discussed townhome concept of the developer. The criteria or expectations for infill with appropriate zoning tools have not yet been developed to help guide this concept. Going forward, the goal for Plan 2040 is to not focus on density ranges as much as what are compatible housing opportunities guided by design standards, while trying to balance new development option with maintaining of neighborhood character. Maintaining neighborhood character discussed as part of the Plan 2040 process does not necessarily mean that no changes should occur, but to instead define what objectives infill most accomplish to determine that general compatibility would be accomplished.

**In regards to the proposed LUPP Amendment, staff cannot find support for it based off of the Objectives of Goals 2 and 6 which highlight the need for compatibility with surrounding areas.** The other goals and objectives are not in conflict. Staff notes

that the discussion of infill and intensification in the Goals is based on suitability and integration into existing neighborhoods. It should also be kept in mind that infill and intensification can be seen as two separate issues. Building new single-family homes on this vacant lot is infill and supported in the LUPP as permitted under the current land use designation.

**Therefore, it is the recommendation of the City Manager that the City Council act in accordance with Alternative #1**, which is to deny an amendment to the LUPP Future Land Use Map to change the land use designation of 0.75 acres of land located 802 Delaware Avenue, from Low Density Residential to Medium Density Residential.

## ADDENDUM

The LUPP designation of the property is currently Low Density Residential. The existing developed uses adjacent to the property are either single family or two-family homes. The Low-Density Residential designation allows for the site to be developed with only single-family residential uses to a maximum density of 7.26 dwellings units per net acre. The size of the existing lot would permit up to three standard lots fronting on Delaware for single-family home construction. Potentially additional lots could be created with North Dakota frontage and access to Delaware. The site is not large enough for a rezoning to a Planned Residence District (PRD) under the current standards, which require a minimum site size of two acres.

The properties across from the development site along Delaware to the west are currently zoned Residential Low Density but are constructed as duplex homes. The remaining properties to the immediate north and south and further west (1-2 blocks) are single family homes. A Government (SGA) zoned lot exists to the south of here at the intersection of Delaware and North Dakota. The City also owns a vacant lot just to the north of this site that is zoned RL rather than SGA. Properties further to the north, approximately 800 feet do include multi-family housing.

**Capacity of Public Utilities.** In any proposed change to the Land Use Policy Plan Future Land Use Map, the City examines possible impacts to public utilities, such as storm sewer, sanitary sewer and water capacity, storm drainage. This review is based on overall system capacities and staff finds that the capacities of storm sewer, sanitary sewer, and water are acceptable with the level of information that is available. Future rezoning review with a Master Plan will verify utility connections.

### **Traffic/Access.**

The development site has frontage on Delaware Avenue and North Dakota Avenue. Parking for the site will be from Delaware Avenue. No access is permitted from North Dakota Avenue for the project. CyRide does not provide service along Delaware Avenue. Service is provided to the north along Ontario Street with stops near the intersection of Ontario and Delaware. Access to these CyRide stops is over 1,800 feet from the site.

### **Site.**

The site is a vacant flat lot with no substantial natural features. The site has been vacant for a long time. There is no floodplain on the property. The site abuts North Dakota Avenue to the east. North Dakota Avenue is an arterial street with moderate to high levels of traffic. Delaware Avenue is a local residential street.

### **Land Use Policy Plan Goals and Objectives.**

The Goals and Objectives of the LUPP guide all the other elements of the Plan. They can be found in Chapter One: Planning Base on pages 18-27 of the Plan.

**The Developer has provided supporting statements for the application as part of Attachment. Staff believes that specifically goals No. 2, 4, 5 and 6 and objectives**

**within each of those goals are most pertinent to the request.**

**Goal No. 2.** In preparing for the target population and employment growth, it is the goal of Ames to assure the adequate provision and availability of developable land. It is the further goal of the community to guide the character, location, and compatibility of growth with the area's natural resources and rural areas.

Objectives. In assuring and guiding areas for growth, Ames seeks the following objectives.

2.A. Ames seeks to provide at least 600 to 2,500 acres of additional developable land within the present City and Planning Area by the year 2030. Since the potential demand exceeds the supply within the current corporate limits, alternate sources shall be sought by the community through limited intensification of existing areas while concentrating on the annexation and development of new areas. The use of existing and new areas should be selective rather than general.

2.B. Ames seeks to assure the availability of sufficient suitable land resources to accommodate the range of land uses that are planned to meet growth. Sufficient land resources shall be sought to eliminate market constraints.

2.C. Ames seeks a development process that achieves greater compatibility among new and existing development.

2.D. Ames seeks a development process that achieves greater conservation of natural resources and compatibility between development and the environment.

2.E. Ames seeks to integrate its planning with that of Story County and surrounding counties in assuring an efficient and compatible development pattern, and in assuring that there are adequate agricultural resources to serve the region.

**Staff Comments:** Objective 2.C highlights ensuring compatibility of this type of development into new and existing neighborhoods. This can be seen to be a conflicting Objective as the building types do not match that of the surrounding area. While not a dramatic intensification of density, it is higher nonetheless and must be looked at for compatibility with the likely larger buildings that can be built in a Medium density zoning district. However, the proposal creates an island of medium density land. Although medium density would permit apartments and development of 12 units, staff believes the rezoning process with a Master Plan can address specific density issues.

**Goal No. 4.** It is the goal of Ames to create a greater sense of place and connectivity, physically and psychologically, in building a neighborhood and overall community identity and spirit. It is the further goal of the community to assure a more healthy, safe, and attractive environment.

Objectives. In achieving an integrated community and more desirable environment, Ames seeks the following objectives.

- 4.A. Ames seeks to establish more integrated and compact living/activity areas (i.e. neighborhoods, villages) wherein daily living requirements and amenities are provided in a readily identifiable and accessible area. Greater emphasis is placed on the pedestrian and related activities.
- 4.B. Ames seeks to physically connect existing and new residential and commercial areas through the association of related land uses and provision of an intermodal transportation system.
- 4.C. Ames seeks to psychologically connect the various living/activity areas through closer proximity of residential areas and supporting commercial uses, common design elements, and inclusion of community amenities such as parks and schools. The connections should promote community identity.

**Staff Comments:** The Objectives in goal 4 all speak to creating more integrated, compact and connected neighborhoods with nearby commercial areas. While there is no commercial immediately adjacent to this site the construction of new homes on this site places them closer than would otherwise occur in new land areas further out. Building along established streets within existing neighborhoods makes it easier to connect sidewalk network together and utilize existing nearby pedestrian crossings thus increasing safety as stated to in the main statement of this goal. This goal and its objectives can be seen to not be in conflict with the proposed project with Objective 4.C supportive of the proposal.

**Goal No. 5.** It is the goal of Ames to establish a cost-effective and efficient growth pattern for development in new areas and in a limited number of existing areas for intensification. It is a further goal of the community to link the timing of development with the installation of public infrastructure including utilities, multi-modal transportation system, parks and open space.

Objectives. In defining the growth pattern and timing of development, Ames seeks the following objectives.

- 5.A. Ames seeks to establish priority areas for growth in which there are adequate and available land resources and infrastructure to meet the major development requirements through the year 2030.
- 5.B. Ames seeks to attract public and private capital investment in the priority areas for growth on a concurrency basis (i.e. having infrastructure available at the time of development approval). Public capital improvements (e.g. trunk lines and a major street system) could be used to leverage the location of development and the availability of land.
- 5.C. Ames seeks the continuance of development in emerging and infill areas where there is existing public infrastructure and where capacity permits.
- 5.D. Ames seeks to have the real costs of development borne by the initiating agent when it occurs outside of priority areas for growth and areas served by existing infrastructure.
- 5.E. Ames seeks to integrate its planning with that of Story County and regional planning agencies.

**Staff Comments:** Goal 5 has several objectives that support this type of proposal. The objectives in this goal state that development should be encouraged in infill areas and with minimal public investment with existing infrastructure and that costs should otherwise be borne by the developer. Objectives 5.A and 5.B would support developing along existing infrastructure and 5.C and 5.D would support infill along established streets with existing infrastructure as is proposed here. The main Goal heading also encourages intensification but in limited areas. This area is not necessarily seen as ideal for intensification as currently proposed due to compatibility concerns more so than infrastructure. The difficulty in determine where intensification should be is challenging. While Goal 5 can be seen to be very supportive the overall goal carries with it the question of where intensification areas are located, even though it is not restated in an objective.

**Goal No. 6.** It is the goal of Ames to increase the supply of housing and to provide a wider range of housing choices.

Objectives. In increasing housing opportunities, Ames seeks the following objectives.

- 6.A. Ames seeks to increase the overall supply of low and moderate-income housing through the following means: (1) conservation of such units in existing areas that are not designated for redevelopment or intensification; and, (2) inclusion of such units in new market-driven housing developments through zoning incentives.

- 6.B. Ames seeks to establish densities of a net average 5.6 dwelling units per acre in maximizing the number of housing units in new areas.
- 6.C. Ames seeks to establish higher densities in existing areas where residential intensification is designated with the further objective that there shall be use and appearance compatibility among existing and new development.
- 6.D. Ames seeks to make housing ownership and rental more available and accessible through relieving the current constraints to land supply/availability. Relief is sought through increasing the supply of land by the following means: (1) releasing lands for development that are currently controlled by institutions; (2) annexing new lands; and (3) expediting development by targeting areas for public and private cooperative efforts.

**Staff Comments:** While Objective 6.C. supports higher densities it also notes it should be done where appearance and compatibility among existing and new development is able to be achieved. It is not clear yet that the proposed concept from the developer here is able to achieve that and staff has noted there could be potential issues with regard to building scale. This statement shows that while higher densities are supported in the LUPP it is location sensitive and not a blanket support anywhere in the community. 6.A, 6.B and 6.D are seen to be not in conflict. Staff also does not find that there is necessarily a lack of land overall for this type of building desire, only a lack of land in infill areas.

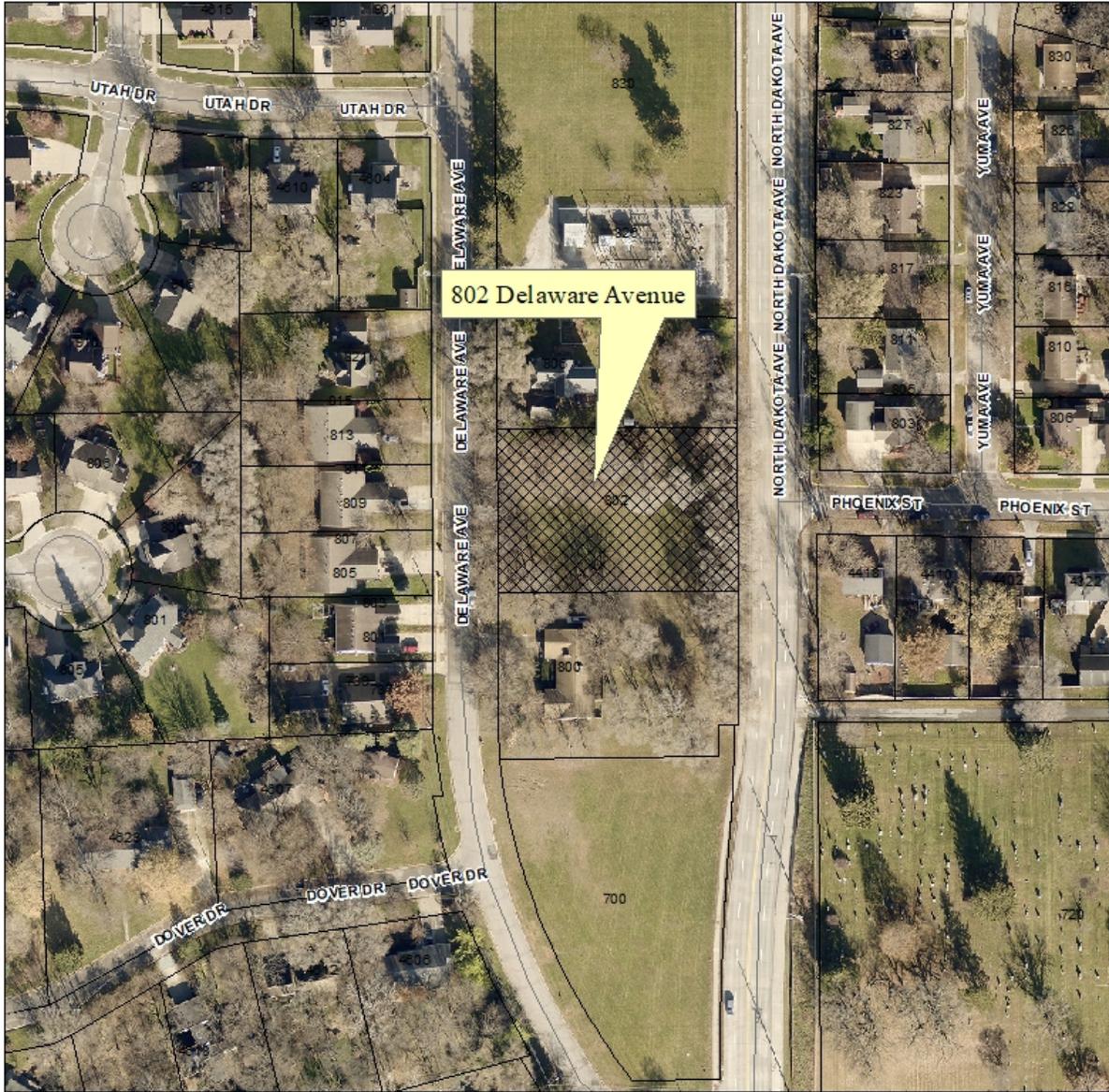
### **Alternative Considerations**

As a Minor Amendment no specific alternatives evaluation is required. Due to the small site size there are no other specific options for other designations. A larger collection of properties such along Delaware that included this site could be viewed as more appropriate for establishing and identified are for infill and intensification. The larger collection of land would provide for a block of medium density uses to be developed and along an arterial street would be seen to be more compatible already with a higher traffic flow. This may be a preferred way to introduce more density in existing lower density areas in the future.

### **Notification**

Notification was mailed to property owners within 300 feet of this property as well as a publication in the Ames Tribune as required by law.

Attachment A- Location Map



802 Delaware Avenue  
Location



## Attachment B- Current Land Use



802 Delaware Avenue  
Current Land Use



### Legend

#### City Land Use Designations

##### Residential

Low-Density Residential

Medium-Density Residential

##### Government/Airport

Government/Airport

# Attachment C- Proposed Land Use



802 Delaware Avenue  
Proposed Land Use



### Legend

#### City Land Use Designations Residential

- Low-Density Residential
- Medium-Density Residential

#### Government/Airport

- Government/Airport

## Attachment D- Property Owner Statement

### Narrative for 802 Delaware LUPP Amendment

1. Explain the consistency of this proposal with the goals and policies set forth in the Land Use Policy Plan.
  - a. The Ames 2040 Plan will be replacing the Land Use Policy Plan and one of the focuses that the Ames City Council has continued to bring up and could possibly prioritize is “infill growth and development” to accommodate our population needs of the future. This site is a perfect example of an infill site to house our growing population.
2. Demonstrate why the LUPP Map designation for this property should be changed. Explain why the site cannot be reasonably developed under current designation.
  - a. Currently this area is planned for “residential low density” which would not allow for townhomes or duplexes like the pre-existing ones to the West or the one across North Dakota to the East. It would only allow a single family detached home, which in our professional opinion is highly unlikely. It is only through an LUPP amendment that townhomes or duplexes like the properties on the West or one to the East would be allowed.
3. Determine if there is a lack of developable property in the City, which has the same designation as that proposed. If not, explain the need for expanding the amount of land included in the designation proposed for this property.
  - a. At this time, we are unaware of any land in Ames that is zoned residential medium density that is also a vacant lot. The applicant already owns this lot and has a desire to make improvements. We hear frequently there is a desire for more diverse housing options and this project would create a new and unique housing option.
4. As a result of this action, will there be an adverse impact upon: Other undeveloped property in the designation proposed for this site; Other developed property in the designation proposed for this site, which may be subject to redevelopment/rehabilitation.
  - a. There are currently two sites nearby which are undeveloped – one is the former site of the water tower to the North and one on the other side of the property to the South. Both of these undeveloped sites belong to the City of Ames. We believe this change for 802 Delaware could be applied to both of these sites and improve the value of the sites if they are developed in the future.
  - b. There are two properties, one to the North and one to the South which are both single family detached homes. As we look at the townhomes along Mortensen on Big Bluestem, we have a great example of townhomes integrating well into a neighborhood and surrounded by single family detached homes. We believe if either property to the North or South were to redevelop, townhomes would be an excellent option.
5. Demonstrate that the new designation of the site would be in the public interest. What is the public need or community benefit?
  - a. As mentioned above, there is a desire for infill housing options rather than all growth being on the perimeter of the city. Also, as mentioned above, it has been communicated to us on a frequent basis to add more unique and diverse housing options. We believe this project addresses both of these – great infill as well as unique and diverse housing options.

## Attachment D Cont.

6. What impact will the proposed change have upon the following:
  - a. Transportation – We believe adding 5 townhomes will have no impact on transportation.
  - b. Sanitary sewer – We believe adding 5 townhomes will have no impact on the sanitary sewer.
  - c. Water – We believe adding 5 townhomes will have no impact on the water or create fire protection issues.
  - d. Storm sewer – We believe adding 5 townhomes will have little to no impact on the storm sewer. Civil engineers will integrate stormwater components into the site plan to comply with city regulations.
  - e. Housing and Employment – We believe adding 5 townhomes would help create more housing options as well as opportunities for employees to live in Ames rather than other communities to commute to work in Ames.

## Attachment E-LUPP Goals

**Goal No. 2.** In preparing for the target population and employment growth, it is the goal of Ames to assure the adequate provision and availability of developable land. It is the further goal of the community to guide the character, location, and compatibility of growth with the area's natural resources and rural areas.

Objectives. In assuring and guiding areas for growth, Ames seeks the following objectives.

- 2.A. Ames seeks to provide at least 600 to 2,500 acres of additional developable land within the present City and Planning Area by the year 2030. Since the potential demand exceeds the supply within the current corporate limits, alternate sources shall be sought by the community through limited intensification of existing areas while concentrating on the annexation and development of new areas. The use of existing and new areas should be selective rather than general.
- 2.B. *Ames seeks to assure the availability of sufficient suitable land resources to accommodate the range of land uses that are planned to meet growth. Sufficient land resources shall be sought to eliminate market constraints.*
- 2.C. *Ames seeks a development process that achieves greater compatibility among new and existing development.*
- 2.D. Ames seeks a development process that achieves greater conservation of natural resources and compatibility between development and the environment.
- 2.E. Ames seeks to integrate its planning with that of Story County and surrounding counties in assuring an efficient and compatible development pattern, and in assuring that there are adequate agricultural resources to serve the region.

**Goal No. 4.** It is the goal of Ames to create a greater sense of place and connectivity, physically and psychologically, in building a neighborhood and overall community identity and spirit. It is the further goal of the community to assure a more healthy, safe, and attractive environment.

Objectives. In achieving an integrated community and more desirable environment, Ames seeks the following objectives.

- 4.A. Ames seeks to establish more integrated and compact living/activity areas (i.e. neighborhoods, villages) wherein daily living requirements and amenities are provided in a readily identifiable and accessible area. Greater emphasis is placed on the pedestrian and related activities.
- 4.B. Ames seeks to physically connect existing and new residential and commercial areas through the association of related land uses and provision of an intermodal transportation system.

- 4.C. Ames seeks to psychologically connect the various living/activity areas through closer proximity of residential areas and supporting commercial uses, common design elements, and inclusion of community amenities such as parks and schools. The connections should promote community identity.

**Goal No. 5.** It is the goal of Ames to establish a cost-effective and efficient growth pattern for development in new areas and in a limited number of existing areas for intensification. It is a further goal of the community to link the timing of development with the installation of public infrastructure including utilities, multi-modal transportation system, parks and open space.

Objectives. In defining the growth pattern and timing of development, Ames seeks the following objectives.

- 5.A. Ames seeks to establish priority areas for growth in which there are adequate and available land resources and infrastructure to meet the major development requirements through the year 2030.
- 5.B. Ames seeks to attract public and private capital investment in the priority areas for growth on a concurrency basis (i.e. having infrastructure available at the time of development approval). Public capital improvements (e.g. trunk lines and a major street system) could be used to leverage the location of development and the availability of land.
- 5.C. Ames seeks the continuance of development in emerging and infill areas where there is existing public infrastructure and where capacity permits.
- 5.D. Ames seeks to have the real costs of development borne by the initiating agent when it occurs outside of priority areas for growth and areas served by existing infrastructure.

**Goal No. 6.** It is the goal of Ames to increase the supply of housing and to provide a wider range of housing choices.

Objectives. In increasing housing opportunities, Ames seeks the following objectives.

- 6.A. Ames seeks to increase the overall supply of low and moderate-income housing through the following means: (1) conservation of such units in existing areas that are not designated for redevelopment or intensification; and, (2) inclusion of such units in new market-driven housing developments through zoning incentives.
- 6.B. Ames seeks to establish densities of a net average 5.6 dwelling units per acre in maximizing the number of housing units in new areas.
- 6.C. Ames seeks to establish higher densities in existing areas where residential intensification is designated with the further objective that there shall be use and appearance compatibility among existing and new development.

- 6.D. Ames seeks to make housing ownership and rental more available and accessible through relieving the current constraints to land supply/availability. Relief is sought through increasing the supply of land by the following means: (1) releasing lands for development that are currently controlled by institutions; (2) annexing new lands; and (3) expediting development by targeting areas for public and private cooperative efforts.

**COUNCIL ACTION FORM**

**SUBJECT:**           **POWER PLANT UNIT #8 CRANE RENOVATION**

**BACKGROUND:**

This project is for materials, equipment, and labor necessary for the installation of equipment related to the renovation of the Unit #8 crane. The Unit #8 crane is original equipment from the construction of Unit #8 which was built in 1967. The crane is used to do overhauls and repairs on the #8 turbine/generator and to hoist other plant material and equipment from the sub-basement and basement into the plant.

The crane has reached a point where it is in need of a major overhaul and modified with updated controls and drives. It has been recommended to install either radio control or a pendant control for the equipment to be more reliable. All the hoisting motors are recommended to be replaced with variable frequency drives (VFDs) for better control. All brake systems also need to be replaced on the carriage and on the rails.

Due to its age and everyday use, the crane has become unreliable and requires frequent maintenance to ensure safe and reliable operation during lifts. **Additionally, the manufacturer of the crane has identified a common failure mechanism in the thin rim pinions on the hoist and recommends replacement.** The replacement of the thin rim pinions alone is over half the cost of an entire replacement with updated controls and drives. The main crane is currently “tagged” out of service until repaired.

**An engineer’s estimate for this project, is \$379,500. Since this project has not been included in Electric Services budget, funding for this project will come from savings in budgeted amounts for the Unit #7 Turbine Generator Overhaul CIP project, which has \$709,000 remaining.**

**ALTERNATIVES:**

1. Approve the preliminary plans and specifications for the Unit #8 Crane Renovation and set July 15, 2020, as the bid due date and July 28, 2020, as the date of public hearing and award of contract.
2. Delay the repair which could eventually render the crane unreliable and potentially create unsafe crane operation.

**MANAGER'S RECOMMENDED ACTION:**

The crane is critical plant equipment used in completing major work on the turbine/generators. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.

**COUNCIL ACTION FORM**

**SUBJECT: LIQUID SODIUM HYPOCHLORITE PURCHASE FOR WATER TREATMENT PLANT AND POWER PLANT**

**BACKGROUND:**

This contract is for the purchase of sodium hypochlorite, which is used for disinfection in the water treatment process at the Water Plant and treatment of cooling tower water at the Power Plant. The FY 2020/21 Water Plant operating budget of \$631,485 for water treatment chemicals and laboratory supplies includes \$59,169 for sodium hypochlorite. It also includes a contingency amount of \$30,071 to account for unknown unit chemical prices and usage. The FY 2020/21 Power Plant operating budget includes \$35,000 for this product and \$449,000 for all Power Plant chemicals.

The following bids were received on April 22, 2020:

<b>Bidder</b>	<b>Price/Gallon</b>
DPC Industries, Inc., Bellevue, NE	\$ 0.88
Acco Unlimited Corporation, Johnston, IA	\$ 1.18
Hawkins, Inc., Roseville, MN	\$ 1.25
Rowell Chemical Corp., Hinsdale, IL	\$ 1.27
<i>Budgeted Unit Price</i>	<i>\$ 1.21</i>

For comparison, the current unit rate for this product is \$1.12 per gallon.

Subsequent to the opening of the bids the low bidder, DPC Industries, contacted the City regarding an increase in their cost to produce the product. Because of the coronavirus pandemic, the major manufacturers of caustic soda (the main raw ingredient in producing sodium hypochlorite) have slowed their production. As a result, the price for caustic soda has increased significantly, with the largest increase coming just days after the bid opening. The bidder reported that every \$25 per ton increase in the cost of caustic soda results in about \$0.02 per gallon in the cost to produce sodium hypochlorite. The roughly \$170 per ton increase in the cost of caustic soda has resulted in a cost increase experienced by DPC Industries of \$0.13 per gallon.

DPC has made the following proposal to the City of Ames:

- DPC and the City would split the \$0.13 per gallon cost increase for the next three months. The contract price from July 1 through September 30, 2020 would be \$0.945 per gallon.
- On October 1, 2020, the price will revert to the original bid price of \$0.88 per gallon for the remainder of the fiscal year.

Agreeing to a new price after bids have been received, but before an award has been made, is highly unusual and would certainly not be preferred. In this case, however, the forces impacting the cost of sodium hypochlorite are being experienced industry wide and it seems highly unlikely that rebidding at this time would result in more favorable pricing. **The City's Purchasing Policies are silent on this type of unusual situation. The bid documents do say that the City reserves the right to make an award that is in the best interests of the City. If it were not for the COVID-19 impacts, this would not be something the City would entertain. But given the extenuating circumstances, accepting the revised proposal from DPC does appear to be in the best interest of the City.**

#### **ALTERNATIVES:**

1. Award a contract for the purchase of FY 2020/21 liquid sodium hypochlorite to DPC Industries, Inc. of Bellevue, NE, in the amount of \$0.945 per gallon for the period of July 1 through September 30, 2020, and then \$0.88 per gallon for the remainder of the fiscal year.
2. Award a contract for the purchase of FY 2020/21 liquid sodium hypochlorite to DPC Industries, Inc. of Bellevue, NE, in the amount of \$0.88/gallon, and inform DPC that the City is unwilling to pay the surcharge. It is possible that DPC would refuse to enter into a contract.
3. Award a contract to the second low bidder, ACCO Unlimited Corporation of Johnston, IA in the amount of \$1.18/gallon. Staff has not discussed the potential impact of caustic soda pricing with them, and it is possible that they may not be willing to honor their bid price either.
4. Reject all bids and attempt to obtain the required services on an as-needed basis.

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

Liquid sodium hypochlorite is an essential treatment chemical, as it provides the final disinfectant barrier that keeps our drinking water and cooling tower water safe from microbial contaminants. **A highly unusual situation has occurred as a result of the COVID-19 pandemic where the supply chain costs for sodium hypochlorite changed significantly in the days after the bids were submitted. It has left the City in a unique situation where it might be in the City's best interests to consider a modification to the bid price. Staff has researched the claims about supply chain cost impacts by the low bidder and finds the circumstances they described to be credible and supported by published news stories in the chemical industry trade magazines. The COVID-19 pandemic has created many novel situations such as this, and it seems to be appropriate to permit this highly unusual alteration to the**

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

**COUNCIL ACTION FORM**

**SUBJECT: SECOND SUBSTANTIAL AMENDMENT TO CITY'S COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) 2019-20 ANNUAL ACTION PLAN.**

**BACKGROUND:**

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

The CARES Act funds will be available for "eligible activities" meeting the national objective of the CDBG-CV program and respond to the spread of infectious diseases such as COVID-19.

**Guidance dated April 9th, states that "grantees are advised to amend or prepare their Action Plans as soon as possible and not to wait for the pending Federal Register notice, which may provide additional waivers and alternative requirements, etc."** The guidance also urged entitlement communities to amend their current approved Action Plans rather than submitting their upcoming program year plans and then having to wait for HUD approval (which may be delay to implementation of the CARES Act). For the City of Ames, this would be a 2nd Substantial Amendment to our 2019-20 Annual Action Plan that was just approved in March.

**There is one major caveat to the CDBG-CV funds that is different from typical CDBG funding that will develop parameters for the proposed programs. Entitlement communities must establish a Duplication of Benefits (DOB) policy.** The regulations state that the grantee must prevent DOB when implementing eligible activities utilizing CARES Act funding.

"A duplication occurs when a person, household, business, or other entity receives disaster assistance from multiple sources for the same recovery purpose, and the total assistance received for that purpose is more than the total need. The amount of the DOB is the amount received in excess of the total need for the same purpose. When total need for eligible activities is more than total assistance for the same purpose, the difference between these amounts is an "unmet need."

**Grantees must limit their assistance to unmet needs for eligible activities to prevent a DOB.** When reimbursement is permitted by the CDBG-CV grant requirements, unmet needs can include amounts needed for reimbursement." **Failure to develop and**

**maintain policies and procedures to adequately address duplication of benefits could lead to a violation of the requirement for grants under Public Law 113-2 that the grantee has “established adequate procedures to prevent any duplication of benefits” or otherwise lead to a violation of section 312 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act.**

**The CDBG-CV funding is to be used after all other funds are exhausted or unavailable.**

Some examples of DOB include assistance provided through but not limited to: Federal Emergency Management Agency (FEMA) including food, supplies, etc., Small Business Administration (SBA), Other federal, state or local funding (such as Emergency Shelter Grant (ESG), Unemployment Assistance, ASSET funding, Section 8 Housing Choice Vouchers, LIHEAP), other nonprofit, private sector, or charitable funding, including declining of assistance. The policy also must include a process to address the recapturing of funds in case of an overpayment and DOB. Staff continues stay in close communication with the HUD Field Office to stay abreast of the program guidelines, waivers, suspensions, and webinars that are still being considered and/or determined for these program funds.

To expedite implementation of this funding, the typical 30-day public comment process has been reduced to a 5-day comment period with a two-day notification request to the area HUD Field Offices. Staff submitted a request for a 5-day comment period for the CARES Act funding that was approved by HUD on April 16th.

Staff initially sought public input back in April from citizens within the community, private for-profit enterprises, and not-for-profit organizations for their input on “what and how should” the CARES funding should be distributed. After consideration of the public input, conversations with human service agencies, financial institutions, local housing trust fund, utility companies, medical institutions, other entitlement communities, and past CDBG programming, staff is proposing to utilize this new source of funding to accomplish two programs: 1) COVID-19 Renters Relief Assistance (Rent, Utilities) and 2) COVID-19 Homeowners Relief Assistance (Mortgage, Utilities).

Staff’s rationale for proposing these activities are as follows:

- The activities will meet some of the goals of the CARES Act funding, which is to be used to prevent, prepare for, and respond to the Coronavirus (COVID-19).
- It considers approaches that prioritize the unique needs of low and moderate-income persons as outlined in the Act;
- It will allow the City to develop partnerships between all levels of government and the private for-profit and non-profit sectors.
- Some of the proposed programming have been successfully administered by the City in the past.
- The Staff has the experience to administer the funds, that will be subject to HUD oversight, and reporting.

- Staff can ensure that adequate procedures will be in place to prevent the Duplication of Benefits.

This information was presented at the May 15<sup>th</sup> City Council meeting. At this meeting City Council directed staff to prepare a proposed 2<sup>nd</sup> Substantial Amendment to the City's CDBG 2019-20 Annual Action Plan that will incorporate a special allocation of CDBG CARES Act funding in the amount of \$354,515. **The funding would be used to implement a COVID-19 Renters Relief Assistance Program (Rent, Utilities) and a COVID-19 Homeowners Relief Assistance Program (Mortgage, Utilities). June 9, 2020 was established as the date of public hearing.**

Staff has prepared the proposed 2<sup>nd</sup> Substantial Amendment to the City's CDBG 2019-20 Annual Action Plan and Budget incorporating the draft guidelines to implement the Renter and Homeowners Relief Assistance Program that can be viewed at [www.cityofames.org/housing](http://www.cityofames.org/housing) . **It is important for the City Council to note that these guidelines have been written based on "regular" CDBG required regulations. The City along with other entitlements are still waiting on HUD to release the final set of COVID-19 waivers, suspensions, and regulations that will govern the use of these funds that will affect the City's proposed program guidelines.**

The comment period for the proposed 2<sup>nd</sup> Amendment Action Plan was available to the for public from May 30<sup>th</sup> until June 4<sup>th</sup>. The 5-day public comment period was approved by HUD in lieu of the traditional 30-day comment period. Staff received the following comments listed within Attachment 1.

### **ALTERNATIVES:**

1. City Council can adopt a resolution approving the 2nd Substantial Amendment to the City's CDBG 2019-20 Annual Action Plan that incorporates a special allocation of CDBG CARES Act funding in the amount of \$354,515 to implement a COVID-19 Renters Relief Assistance Program (Rent, Utilities) and a COVID-19 Homeowners Relief Assistance Program (Mortgage, Utilities) as outlined. Also, approve submittal of the Action Plan to HUD for their approval.
2. City Council can adopt a resolution approving the 2nd Substantial Amendment to the City's CDBG 2019-20 Annual Action Plan that incorporates a special allocation of CDBG CARES Act funding in the amount of \$354,515 to implement a COVID-19 Renters Relief Assistance Program (Rent, Utilities) and a COVID-19 Homeowners Relief Assistance Program (Mortgage, Utilities) **with modifications**. Also, approve submittal of the Action Plan to HUD for their approval.
3. City Council can decline to adopt a resolution approving the proposed 2<sup>nd</sup> Substantial Amendment to the City's CDBG 2019-20 Annual Action Plan to incorporate a special allocation of CDBG CARES Act funding in the amount of \$354,515 and **refer the item back** to staff for further information.

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

As stated earlier, this special allocation of funds was an unexpected opportunity to address some needs and opportunities in our community regarding the COVID-19 Pandemic. As with all federal funding, the grant monies come with requirements that must be addressed. The requirement to address the Duplication of Benefits (DOB) is one that will have to be closely monitored when implementing any program activity. **Also, the fact that program guidelines and requirements have still not been published by HUD can affect how program activities are or will be implemented.**

One of the main challenges in creating an effective program is deciding the prioritization of how funds will be distributed, because \$354,000 is not a lot of money in comparison to the potential needs in the community. It will be important for other funding sources to be utilized and to then determine the gap that CDBG-CV can fill. Regardless, as HUD has indicated, the City must move forward in proceeding with amending our Action Plan to include this funding.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1. This action will approve the 2nd Substantial Amendment to the City's CDBG 2019-20 Annual Action Plan that incorporates a special allocation of CDBG CARES Act funding in the amount of \$354,515 to implement a COVID-19 Renters Relief Assistance Program (Rent, Utilities) and a COVID-19 Homeowners Relief Assistance Program (Mortgage, Utilities) as outlined. Also, approve submittal of the Action Plan to HUD for their approval

# **ATTACHMENT 1**

## **Public Input Comments**

**“Need to attach Pdf’s”**

**From:** [Lori Allen](#)  
**To:** [cdbg cares act 2020](#)  
**Subject:** CDBG Annual Action Plan to Receive CARES Funding  
**Date:** Wednesday, June 03, 2020 9:53:21 AM

---

I want to offer the support of Good Neighbor Emergency Assistance for the plan of spending CDBG funds on rent, mortgage, and utility payments for Ames residents who have had a negative financial impact due to the Covid19 pandemic. I will also add that I hope the funds can help with full payments for rent and mortgage payments, and that they can be accessed for more than one month's payments, situation dependent.

I appreciate the hard work of the City of Ames staff and council during this time, and I trust the expert guidance of Vanessa Baker Latimer in this process.

Thank you -

--

Lori Allen, Director  
Good Neighbor Emergency Assistance, Inc.  
613 Clark Avenue  
Ames, Iowa 50010  
(515) 296-1449  
[director@nea.org](mailto:director@nea.org)

**From:** [webnotification@cityofames.org](mailto:webnotification@cityofames.org) <[webnotification@cityofames.org](mailto:webnotification@cityofames.org)>  
**Sent:** Sunday, May 31, 2020 10:28 AM  
**To:** Vanessa Baker-Latimer <[vanessa.bakerlatimer@cityofames.org](mailto:vanessa.bakerlatimer@cityofames.org)>  
**Subject:** CDBG Fundds

Message submitted from the <City of Ames, IA > website.

**Site Visitor Name:** Linda Hanson  
**Site Visitor Email:** [linda.hanson2011@gmail.com](mailto:linda.hanson2011@gmail.com)

I completely agree with the proposed amendment to the CDBG plan which provides rental assistance. I am serving on the Immigrant Emergency Fund and am aware of the great need for rent and utility assistance to keep people housed. In addition, my church, the UCC, has donated over \$10,000 to keep people housed.

Thank you for considering this amendment.

Linda Hanson

**From:** [webnotification@cityofames.org](mailto:webnotification@cityofames.org) <[webnotification@cityofames.org](mailto:webnotification@cityofames.org)>  
**Sent:** Sunday, May 31, 2020 3:07 PM  
**To:** Vanessa Baker-Latimer <[vanessa.bakerlatimer@cityofames.org](mailto:vanessa.bakerlatimer@cityofames.org)>  
**Subject:** Email contact from City of Ames, IA

Message submitted from the <City of Ames, IA > website.

**Site Visitor Name:** Jeremy Best  
**Site Visitor Email:** [jeremyalanbest@hotmail.com](mailto:jeremyalanbest@hotmail.com)

Dear Ms. Baker-Latimer,

I am very happy to see the proposed amendment to the CBDG plan. Rental and mortgage assistance are very important during these difficult times. As you are probably aware, keeping people in their homes is a key step in preventing catastrophic poverty outcomes. Thank you for your work for our community.

Sincerely,  
Jeremy

**From:** [The Rev. Eileen Gebbie](#)  
**To:** [cdbg cares act 2020](#)  
**Subject:** Amendment just right  
**Date:** Sunday, May 31, 2020 7:32:16 AM

---

Dear Ms. Baker-Latimer,

I am very happy to see the proposed amendment to the CDBG plan. Rental and mortgage assistance are the biggest need our congregation is seeing through our pastoral emergency fund. Since May 17, we have distributed \$12,438.45 just for those two needs.

Thank you,

Pr. Eileen Gebbie

---

Eileen Gebbie, Senior Minister (*she/her/hers*)  
Ames United Church of Christ  
*relationships, community, generosity, worship*

24 Hour Prayer Line: 515.520.8506  
515.232.9323 | [web](#) | [facebook](#) | [instagram](#)

Comments to the Proposed, 2<sup>nd</sup> Amended CBDG Budget for the City of Ames  
Related to the COVID 19 Block Grant to the City of Ames, Iowa  
Public Hearing Scheduled for June 9, 2020  
from AMOS ( A Mid-Iowa Organizing Strategy)

Dear Ms. Baker-Latimer and Members of Council,

June 2, 2020

In the document published on the City of Ames website on May 29, 2020 entitled:

**Community Development Block Grant (CDBG)  
2nd Substantial Amendment to the  
2019-20 Annual Action Plan and  
Revised 2019-23 Five-Year Consolidate Plan  
Citizen Participation Plan**

we note that City of Ames will receive a special allocation of Community Development Block Grant (CDBG-CV) funds in the amount of \$354,515 to be used to prevent, prepare for, and respond to the coronavirus (COVID-19). The recommendation as outlined states that "it seems prudent that this first round of CDBG CARES Act Funding should address assisting households and individuals that meet HUD's moderate-income limits (80% or below) for the Ames Metropolitan Statistical Area (ASMA)".

The document goes on to recommend that the money be split evenly between those needing rental assistance and homeowners needing assistance with mortgage payments, (\$ 177, 258 to each group) which, at a payout of \$ 3,000 over a three month period, would allow assistance to approximately 59 rental and 59 homeowner units at that 50/50 split.

For the record, AMOS is directionally supportive of this usage.

On the same day, May 29<sup>th</sup>, the Governor of Iowa announced what would appear to be a similar program, to be funded as part of the \$ 1.25 billion CARES block grant to the State of Iowa, for which Ms. Debbie Durham of IFA is planning for 20,000 applications statewide per the press conference statements. One difference would appear to be that if a person were receiving the \$ 600 / week CARES related unemployment payments, they would be ineligible for financial assistance from the State program.

We would ask the Housing Department of Ames to consider the following program modifications:

- 1) The final split of the money to renters and homeowners should be carefully considered in comparison to the acute chances for the members of either of those groups to lose their residence due to eviction or foreclosure. In other words, the money should be prioritized where it will prevent the most immediate harm and benefit the greatest number of vulnerable individuals and families against the possibility of homelessness.
- 2) Any rules that are developed for these monies on a city basis should be carefully compared to the new State program to differentiate and expand, as allowable, the eligibility criteria. For example, that the CARES unemployment income supplement not be considered as a factor, meaning that those who are ineligible for the State program may still be considered for the City program.
- 3) The Housing Department should consider setting aside a portion of the money, if allowable, for funding homeless relief and accommodations as may be necessary due to continued disruption of temporary housing options related to the COVID 19 pandemic. For example, this could allow additional time in temporary housing if necessary, because of the unavailability of Emergency Residence Project (ERP) communal housing or other funding as may be needed;

Thank you for your consideration.

For AMOS Ames Cluster and its member institutions

A handwritten signature in black ink that reads "Terry Potter". The signature is written in a cursive, flowing style.

Terry Potter and the Ames AMOS Housing Team

Terry's Address: 608 Douglas Ave Unit 1, Ames, IA 50010

**COUNCIL ACTION FORM**

**SUBJECT:** DUFF AVENUE PARKING ORDINANCE

**BACKGROUND:**

The contract for the 2019/20 Multi-Modal Roadway Improvements (30<sup>th</sup> Street & Duff Avenue Restriping) project was awarded by City Council on May 12, 2020. Several portions of Duff Avenue need to have parking restrictions to allow for the new lane configurations. Below is a list of the proposed parking restrictions:

- Prohibit Parking at all times on the east & north side (northbound) of Duff Avenue from 20<sup>th</sup> Street to Grand Avenue
- Prohibit Parking at all times on the west & south side (southbound) of Duff Avenue from Douglas Avenue to 22<sup>nd</sup> Street and from 120' west of Briggs Circle intersection to Grand Avenue

**In addition to the bike lanes, the restriping project will install a painted parking lane along the west & south side of Duff Avenue from 20<sup>th</sup> Street to 120' west of Briggs Circle intersection, to match these proposed restrictions.**

A public information meeting was held for the project. All adjacent properties were mailed invitations to the meeting. In attendance were 7 of the 135 adjacent properties, along with 6 other residents. Of the thirteen who attended the public meeting, two comments were made related to the parking ordinance. The first comment was the request to include five feet of no parking next to driveways in the parking lane to increase vision of vehicles leaving their driveway. Five feet of no parking adjacent to driveways will be included with the restriping project. The second comment was that parking along Inis Grove Park is convenient; however, staff concluded the existing parking lots to the north and east of the park provide sufficient parking.

**ALTERNATIVES:**

1. Direct the City Attorney to draft an ordinance that prohibits parking at all times on the east & north side of Duff Avenue from 20<sup>th</sup> Street to Grand Avenue, and prohibits parking at all times on the west & south side of Duff Avenue from Douglas Avenue to 22<sup>nd</sup> Street and from 120' west of Briggs Circle intersection to Grand Avenue.
2. Do not make any ordinance changes at this time.

**MANAGER'S RECOMMENDED ACTION:**

By directing legal staff to make an ordinance update, it will be possible to implement multi-modal improvements in this area. Therefore, it is the recommendation of the City Manager that the City Council adopt alternative No. 1, as noted above.

**ORDINANCE NO.**

**AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY REPEALING SECTION 18.31 (75) AND ENACTING A NEW SECTION 18.31 (75) THEREOF, FOR THE PURPOSE OF UPDATING PARKING REGULATIONS ON DUFF AVENUE REPEALING ANY AND ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT TO THE EXTENT OF SUCH CONFLICT; AND ESTABLISHING AN EFFECTIVE DATE.**

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

Section One. The Municipal Code of the City of Ames, Iowa shall be and the same is hereby amended by enacting a new Section 18.31 (75) as follows:

**“Sec. 18.31. REGULATIONS FOR SPECIFIC STREETS OR LOCATIONS.**

...

(75) **DUFF AVENUE.**

- (a) Parking is prohibited from the south corporate limits to 20<sup>th</sup> Street at all times on both sides;
- (b) Parking is prohibited at all times on the east and north side from 20<sup>th</sup> Street to Grand Avenue;
- (c) Parking is prohibited at all times on the west and south side from the west line of Douglas Avenue to the east line of 22<sup>nd</sup> Street;
- (d) Parking is prohibited at all times on the south side from 120 feet west of Briggs Circle to Grand Avenue;
- (e) Parking shall be prohibited on cross-street approaches for a distance of 35 feet in advance of a stop sign and on exit sides of the cross streets for a distance of 35 feet back of the crosswalks.”

...

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

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

Passed this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Diane R. Voss, City Clerk

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