

AGENDA
REGULAR MEETING OF THE AMES CITY COUNCIL
COUNCIL CHAMBERS – CITY HALL
JANUARY 24, 2023

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

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

CALL TO ORDER: Ames Area Metropolitan Planning Organization Transportation Policy Committee will begin at 6:00 or immediately following the Conference Board meeting, whichever is later.

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 AAMPO Transportation Policy Committee votes on the motion.

1. Motion approving Annual Self-Certification for FY 2023
2. Resolution approving designation of AAMPO representatives to Central Iowa Regional Transportation Planning Alliance
3. Motion approving Roadway Safety Targets
4. Motion approving PM2 and PM3 Targets
5. Motion approving Transit Asset Management Targets

ADMINISTRATION:

6. Motion setting March 28, 2023, as date of public hearing regarding amendments to the FFY 2023-2026 Transportation Improvement Program

POLICY COMMITTEE COMMENTS:

ADJOURNMENT:

REGULAR CITY COUNCIL MEETING**

**The Regular City Council Meeting will immediately follow the meeting of the Ames Area Metropolitan Planning Organization Transportation Policy Committee.

PRESENTATION:

1. Headwaters of the South Skunk River Watershed Management Plan

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 payment of claims
3. Motion approving Minutes of Regular Meeting on January 10, 2023
4. Motion approving Report of Change Orders for period January 1 – 15, 2023
5. Motion approving Civil Service candidates
6. Motion approving ownership update for Class C Retail Alcohol License with Outdoor Service and Catering Privileges – Provisions Lot F, 2400 North Loop Drive
7. Motion approving ownership update for Class C Retail Alcohol License with Outdoor Service and Catering Privileges – The Café, 2616 Northridge Parkway
8. Motion approving ownership update for Class E Retail Alcohol License – Kwik Spirits #530, 204 South Duff Avenue
9. Motion approving ownership update for Class E Retail Alcohol License – Kwik Star #1158, 1910 Isaac Newton Drive
10. Motion approving new liquor license for Class C Retail Alcohol License – Bottoms Up Bar & Lounge, 398 Main Street – Pending Dramshop Review and Favorable DIA Inspection
11. Motion approving the renewal of the following Beer Permits, Wine Permits, and Liquor Licenses
 - a. Class E Liquor License with Class B Wine Permit and Class C Beer Permit (Carryout Beer) – Fareway Stores, Inc. #093, 3619 Stange Road
 - b. Class E Liquor License with Class B Wine Permit and Class C Beer Permit (Carryout Beer) – Fareway Stores, Inc. #386, 619 Burnett Avenue
 - c. Class C Retail Alcohol License with Outdoor Service – cy’s roost, 121 Welch Avenue
 - d. Class C Liquor License with Sunday Sales – Dog Eared Books, 203 Main Street
 - e. Special Class C Liquor License with Outdoor Service and Sunday Sales – Blaze Pizza, 2320 Lincoln Way
 - f. Class C Liquor License with Outdoor Service and Sunday Sales – El Azteca, 2727 Stange Road – Pending Dramshop Review
 - g. Class C Liquor License with Catering Privilege and Sunday Sales – Ge’ Angelo’s, 823 Wheeler Street #9
 - h. Class C Liquor License with Outdoor Service and Sunday Sales - Blue Owl Bar, 223 Welch Avenue – Pending Dramshop Review
 - i. Class C Liquor with Catering Privilege, Outdoor Service, and Sunday Sales - West Towne Pub, 4518 Mortensen Road Suite 101 - Pending Dramshop Review
 - j. Class C Liquor with Sunday Sales - Cactus 2, 2420 Lincoln Way Suite B
12. Motion approving the Certified Local Government National Register Nomination Evaluation Report of the Cranford Building to the National Register of Historic Places
13. Resolution approving quarterly investment report for period ending December 31, 2022
14. Resolution approving Encroachment Permit Agreement for sign at 301 Main Street, Suite 105
15. Resolution approving staff to submit The Wellmark Foundation Built Environmental Match Grant application in the amount of \$100,000 for the Emma McCarthy Lee Pickleball Court Project

16. Resolution approving plans and specifications for 2022/23 and 2023/24 Ames Plan 2040 Water Utility Infrastructure (Lincoln Way & US Highway 69) setting February 22, 2023, as bid due date and February 28, 2023, as date of public hearing
17. Resolution approving preliminary plans and specifications for Airport Underground Line Crossing, setting March 1, 2023, as bid due date and March 14, 2023, as date of public hearing
18. Resolution approving preliminary plans and specifications and issuing a notice to bidders for the North River Valley Well Field and Pipeline Project, setting March 3, 2023, as the bid due date and March 14, 2023, as the date of public hearing
19. Resolution approving plans and specifications for 2021/22 Shared Use Path System Expansion – Ioway Creek, setting February 21, 2023, as the bid due date and February 28, 2023, as date of public hearing
20. Resolution approving plans and specifications for 2022/23 Shared Use Path Maintenance, setting February 22, 2023, as bid due date and February 28, 2023, as date of public hearing
21. Resolution approving plans and specifications for 2022/23 Pavement Restoration – Slurry Seal Program, setting February 22, 2023, as bid due date and February 28, 2023, as date of public hearing
22. Resolution approving final plans and specifications and awarding contract to Amusement Restoration Companies, of Burnet, Texas, for the Furman Aquatic Center Pool Basin Painting Project in the amount of \$133,405
23. Resolution awarding contract to Roof Spec Incorporated of St. Paul, Minnesota, for Roofing Design Services for the Power Plant in the amount of \$49,768.80
24. Resolution approving contract and bond for 2022/23 Asphalt Street Pavement Improvements (28th Street)
25. Resolution approving contract and bond for 2022/23 North Sunset Ridge Sanitary Sewer
26. Resolution approving Professional Services Agreement for the Construction Observation/Administration Services for the Sanitary Sewer Rehabilitation Projects, with WHKS & Co. of Ames, Iowa, in the amount not to exceed \$272,000
27. Resolution approving Professional Services Agreement for the 2022/23 Airport Improvement Program (South Apron Rehab), with Bolton & Menk, Ames, Iowa, in an amount not to exceed \$184,700 for design, bidding, construction inspection, and grant closeout services
28. Resolution approving Change Order No. 1, deducting \$65,065.03 from the contract with SVPA Architects Inc. of West Des Moines, Iowa, for Water Pollution Control Facility Administration Building Renovation
29. 2021/22 Concrete Street Pavement Improvements (S. Kellogg Avenue and N. 2nd Street)
 - a. Approve Change Order No. 2 for the 2021/22 Concrete Street Pavement Improvements (S. Kellogg Avenue and N. 2nd Street), a reduction in the amount of \$93,223.97
 - b. Resolution accepting the 2021/22 Concrete Street Pavement Improvements (S. Kellogg Avenue and N. 2nd Street) as completed by All Star Concrete, of Johnston, Iowa
30. Resolution approving Change Order No. 6, the balancing change order, a deduction in the amount of \$553,461.68 from the contract with Peterson Contractors, Inc., of Reinbeck, Iowa, for the South Grand Avenue Extension Project

31. Resolution accepting Water Pollution Control Facility Sludge Pumping Building Improvements Project as completed and authorizing final payment and releasing retainage, in accordance with the contract, to Woodruff Construction, Inc., of Ames, Iowa
32. Resolution accepting 2021/22 Seal Coat Pavement Improvements (Stafford Avenue – E. 13th Street to South End) as completed
33. Resolution accepting 2018/19 Shared Use Path System Expansion – Trail Connection South of Lincoln Way (Beedle Drive to Franklin Park) as completed

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.

BOARDS AND COMMISSIONS:

34. Resolution approving 2022 accomplishments of the Historic Preservation Commission and the Work Plan for 2023 as described in the 2022 Certified Local Government (CLG) Report

FINANCE:

35. 2023-2028 Capital Improvements Plan:
 - a. Receive public input

PLANNING AND HOUSING:

36. Resolution approving HOME Investment Partnerships American Rescue Plan Program (HOME-ARP) Proposed Allocation Projects
37. Resolution setting February 14, 2023, as the date of public hearing for the sale of Lots 2-8 in the Baker Subdivision to Habitat for Humanity of Central Iowa
38. Staff report relating to minimum floor area ratios for Downtown Non-Conforming Structures
39. Staff report on Downtown Urban Revitalization Amendments

HEARINGS:

40. Hearing on Zoning Text Amendment for Front Yard Parking and Driveway Standards
 - a. Motion to continue hearing to February 28, 2023
41. Hearing on rezoning Planned Unit Development (PUD) with Master Plan for 3216 Tripp Street – Baker Subdivision, Lot 27 from Residential Low Density (RL) to Residential Medium Density (RM) with PUD Overlay and Master Plan
 - a. First passage of ordinance
42. Hearing on Amendment to Contract Rezoning Agreement for 798 N. 500th Avenue (North Sunset Ridge)
 - a. Resolution approving revised Master Plan (Motion to Table)
 - b. Resolution approving change to allow for acceptance of a Letter of Credit in the amount of \$604,725, in lieu of cash security, until March 31, 2023

43. Hearing on 2021/22 Concrete Pavement Improvements (Stange and 24th)
 - a. Motion accepting report of bids
 - b. Resolution approving final plans and specifications and awarding contract to Construct Inc. of Ames, Iowa, in the amount of \$4,252,314.23
44. Hearing on 2022/23 Downtown Street Pavement Improvements – Alley (5th Street-6th Street between Duff Avenue and Douglas Avenue)
 - a. Motion accepting report of bids
 - b. Resolution approving final plans and specifications and awarding contract to Brothers Concrete of Des Moines, Iowa, in the amount of \$103,062.30
45. Hearing on 2022/23 Fire Station 3 PCC Replacement
 - a. Motion accepting report of bids
 - b. Resolution approving final plans and specifications and awarding contract to Brothers Concrete of Des Moines, Iowa, in the amount of \$ 228,269.50
46. Hearing on 2022/23 Seal Coat Pavement Improvements and Neighborhood Curb Program Project (Murray Drive - Northwestern Avenue to Grand Avenue)
 - a. Motion accepting report of bids
 - b. Resolution approving final plans and specifications and awarding contract to Manatt's Inc. of Ames, Iowa, in the amount of \$722,863.45

ORDINANCES:

47. Zoning Text Amendment to amend the Home Occupation regulations
 - a. Motion to amend
 - b. Second passage of Ordinance

DISPOSITION OF COMMUNICATIONS TO COUNCIL:

COUNCIL COMMENTS:

ADJOURNMENT:

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

ITEM #: MPO 1
DATE: 01-24-23
DEPT: MPO

TRANSPORTATION POLICY COMMITTEE ACTION FORM

SUBJECT: ANNUAL SELF-CERTIFICATION FOR FY 2024

BACKGROUND:

Pursuant to federal regulations, each Metropolitan Planning Organization (MPO) must self-certify that its transportation planning process is addressing the major issues in the metropolitan planning area and is being conducted in accordance with all applicable requirements.

In the last Ames Area MPO process review by the Federal Transit Administration (FTA) and the Federal Highway Administration (FHWA), **a joint report was issued finding that the transportation planning activities of AAMPO are being carried out in accordance with federal regulations, policies, and procedures.**

ALTERNATIVES:

1. Certify that the Ames Area MPO's transportation planning process is being conducted in accordance with all applicable requirements.
2. Reject the certification.

MPO ADMINISTRATOR'S RECOMMENDED ACTION:

In the previous joint review, the Federal Transit Administration and Federal Highway Administration found that the Ames Area MPO was carrying out its transportation planning activities in accordance with federal regulations, policies, and procedures. MPO staff also continuously review MPO processes for compliance with federal regulations.

Therefore, it is the recommendation of the MPO Administrator that the Transportation Policy Committee adopt Alternative No. 1.

ITEM #: MPO 2
DATE: 01-24-23
DEPT: MPO

TRANSPORTATION POLICY COMMITTEE ACTION FORM

SUBJECT: **CIRTPA REPRESENTATIVES**

BACKGROUND:

Each year the Transportation Policy Committee appoints representatives and alternate representatives to the Central Iowa Regional Transportation Planning Alliances' (CIRTPA) two committees – the Transportation Policy Committee (TPC) and the Transportation Technical Committee (TTC). Since the Ames Area Metropolitan Planning Organization is an advisory member of CIRTPA, these are non-voting positions.

It is recommended that the Ames Area MPO's designated representatives for 2023 be as follows:

TPC Representative: Kyle Thompson, Transportation Planner
TPC Alternate Representative: Damion Pregitzer, Traffic Engineer
TTC Representative: Kyle Thompson, Transportation Planner
TTC Alternate Representative: Damion Pregitzer, Traffic Engineer

ALTERNATIVES:

1. Appoint the individuals named above to their respective roles representing the Ames Area MPO on CIRTPA's committees.
2. Designate other individuals to represent the Ames Area MPO on CIRTPA's committees.

MPO ADMINISTRATOR'S RECOMMENDED ACTION:

The individuals named above have successfully served as the Ames Area MPO's representatives on CIRTPA's committees for the past three years. Therefore, it is the recommendation of the MPO Administrator that the Transportation Policy Committee adopt Alternative No. 1.

ITEM #: MPO 3
DATE: 01-24-23
DEPT: MPO

TRANSPORTATION POLICY COMMITTEE ACTION FORM

SUBJECT: **ROADWAY SAFETY TARGETS**

BACKGROUND:

The Iowa Department of Transportation submitted its State Highway Safety Improvement Program (HSIP) annual report to the Federal Highway Administration on August 31, 2022. Included in this report are the State's 2019-2023 roadway safety targets for the performance measures established in [23 CFR § 490](#). The table below shows these targets:

Performance Measure	Five-Year Rolling Averages	
	2017-2021 Baseline	2019-2023 Target
Number of Fatalities	337.2	351.4
Fatality Rate*	1.029	1.037
Number of Serious Injuries	1,376.4	1,398.2
Serious Injury Rate*	4.193	4.264
Non-Motorized Fatalities and Serious Injuries	130.0	134.4

**Rates are per 100 million vehicle miles traveled (VMT)*

Each MPO is required to establish 2019-2023 roadway safety targets within 180 days of the State. Since the HSIP report and included targets were submitted to FHWA on August 31, 2022, the **MPO's deadline to establish roadway safety targets is February 27, 2023. MPO's can either choose to support the State's target or set their own quantifiable targets in a process approved by the Iowa DOT.**

These performance measures apply to all public roadways within the Ames Area MPO, regardless of classification or ownership. Upon approving roadway safety measures, the Ames Area MPO will be required to reflect the performance measures and targets in all future Metropolitan Transportation Plans and Transportation Improvement Programs. Each update to the Metropolitan Transportation Plan will report system performance measure progress towards achieving these targets. The Transportation Improvement Programs will be required to describe how implementation of the TIP anticipates making progress towards achieving the targets.

ALTERNATIVES:

1. Support the roadway safety performance targets established by the Iowa Department of Transportation in coordination with Iowa MPOs.

2. Direct the Ames Area MPO to set its own quantifiable targets for the roadway safety performance measures in coordination with the Iowa Department of Transportation.

MPO ADMINISTRATOR'S RECOMMENDED ACTION:

The Iowa DOT developed these roadway safety targets in coordination with all the Iowa MPOs. On January 12, 2023, the Transportation Technical Committee unanimously recommended supporting the State's targets. Therefore, it is the recommendation of the MPO Administrator that the Transportation Policy Committee adopt Alternative No. 1.

ITEM #: MPO 4
 DATE: 01-24-23
 DEPT: MPO

TRANSPORTATION POLICY COMMITTEE ACTION FORM

SUBJECT: PM2 (PAVEMENT & BRIDGE) & PM3 (SYSTEM PERFORMANCE & FREIGHT) TARGETS

BACKGROUND:

On October 3, 2022, the Iowa DOT informed the Iowa MPOs that it has established new targets for several required FHWA performance measures, as established in [23 CFR § 490](#). This included targets for pavement and bridge performance measures (PM2) and system performance and freight measures (PM3). These targets are summarized in the following table:

Iowa DOT Targets for 2022-2025 Performance Period

	Topic	Performance measure(s)	Baseline (CY 2021 data)	Proposed 2-year target (CY 2023 data)	Proposed 4-year target (CY 2025 data)
PM2	Pavement	Percentage of pavements of the Interstate System in Good condition	58.8%	55.0%	55.0%
		Percentage of pavements of the Interstate System in in Poor condition	0.4%	3.0%	3.0%
		Percentage of pavements of the non-Interstate NHS in Good condition	37.9%	35.0%	35.0%
		Percentage of pavements of the non-Interstate NHS in Poor condition	3.7%	6.0%	6.0%
	Bridge	Percentage of NHS bridges classified as in Good condition	48.6%	52.5%	56.0%
		Percentage of NHS bridges classified as in Poor condition	2.4%	5.0%	6.6%
PM3	System Performance	Percent of person-miles traveled on the Interstate that are reliable	99.9%	98.0%	98.0%
		Percent of person-miles traveled on the non-Interstate NHS that are reliable	96.5%	94.0%	94.0%
	Freight	Truck Travel Time Reliability Index (Interstate only)	1.13	1.25	1.25

Each MPO is required to establish 4-year targets for the PM2 and PM3 performance measures within 180 days of when the State targets are set. Since the Iowa DOT set its targets on October 3, 2022, the **MPO’s deadline to establish targets for PM2 and PM3 performance measures is April 1, 2023. MPO’s can either choose to support the State’s target or set their own quantifiable targets in a process approved by the Iowa DOT.**

These performance measures apply to all public roadways within the Ames Area MPO, regardless of classification or ownership. Upon approving targets for the PM2 and PM3 performance measures, the Ames Area MPO will be required to reflect the performance measures and targets in all future Metropolitan Transportation Plans and Transportation

Improvement Programs. Each update to the Metropolitan Transportation Plan will report system performance measure progress towards achieving these targets. The Transportation Improvement Programs will be required to describe how implementation of the TIP anticipates making progress towards achieving the targets.

ALTERNATIVES:

1. Support the PM2 and PM3 targets established by the Iowa Department of Transportation in coordination with Iowa MPOs.
2. Direct the Ames Area MPO to set its own quantifiable targets for the PM2 and PM3 performance measures in coordination with the Iowa Department of Transportation.

MPO ADMINISTRATOR'S RECOMMENDED ACTION:

The Iowa DOT developed these PM2 and PM3 targets in coordination with all the Iowa MPOs. On January 12, 2023, the Transportation Technical Committee unanimously recommended supporting the state's targets. Therefore, it is the recommendation of the MPO Administrator that the Transportation Policy Committee adopt Alternative No. 1.

ITEM #: MPO 5
 DATE: 01-24-23
 DEPT: MPO

TRANSPORTATION POLICY COMMITTEE ACTION FORM

SUBJECT: TRANSIT ASSET MANAGEMENT (TAM) PERFORMANCE TARGETS

BACKGROUND:

Each year, CyRide develops a Transit Asset Management (TAM) Plan, as required by the Federal Transit Administration (FTA). This TAM Plan includes new performance targets for the next five-year period starting the following year. These targets are shown in the following table:

Class	2022 Target	2022 Year-End Results	2023 Performance Target	2024	2025	2026	2027
Rolling Stock 40'-60' Buses	30%	35%	27% of fleet exceeds CyRide's ULB of 15 yrs.	16%	23%	22%	37%
Rolling Stock Cutaways	22%	22%	0% of fleet exceeds FTA ULB of 8 yrs.	0%	0%	0%	0%
Rolling Stock Minivans	0%	100%	Eliminate Asset Category	0%	0%	0%	0%
Equipment Shop Trucks	50%	0%	0% of fleet exceeds CyRide's ULB of 10 yrs.	0%	0%	0%	0%
Facilities Admin./Maint.Facility	0%	0%	0% of facilities rated under 3.0 on TERM scale	0%	0%	0%	0%
Facilities Ames Intermodal Facility	0%	0%	0% of facilities rated under 3.0 on TERM scale	0%	0%	0%	0%

CyRide had the following notes related to their TAM performance targets:

- CyRide did not meet the 40'-60' HD Bus performance target for 2022 due to the limited supply chain. Buses were on order, but just not delivered prior to the end of the fiscal year. The articulated bus is expected to be delivered in November 2022 and the two electric buses by February 2022. CyRide met the cutaway (minibus) targets in replacing 6 buses as anticipated. CyRide plans to replace three more cutaway buses with low-floor buses in 2023. CyRide anticipates that 0% of this fleet will exceed CyRide's ULB of 8 years by the end of 2023. Additionally, CyRide originally anticipated replacing the minivan in 2022 but after discussions with our contractor, HIRTA, CyRide has decided to sell this minivan that is past its useful life and purchase a larger low-floor cutaway bus that will provide better service to our Dial-A-Ride passengers than a high floor cutaway. The MV1 minivan is no longer available and parts are now

discontinued. Dial-A-Ride passengers will be able to board the bus easier with a low-floor cutaway bus. Therefore, we will eliminate this minivan asset category in 2023.

- No shop truck equipment is expected to exceed the useful life benchmark (ULB) of 10 years for 2023 through 2027.
- The facilities are both rated a 4 on the TERM scale in 2022 for both the admin/maintenance facility and Ames Intermodal Facility. CyRide has been renovating the HVAC system over the last three years and is planning a major shop rehabilitation in the summer of 2023 to expand the parts storage for mechanics and update the shop area for the first time since the facility was built in 1983. Ongoing maintenance will continue for the Ames Intermodal Facility that opened in 2012. Therefore, we believe that 0% of these facilities will be rated under 3.0 on the TERM scale through 2027.

It is federally mandated that CyRide provides their updated TAM Plan and associated targets to the MPO. However, the MPO is not required to update or modify their performance targets to match CyRide's. Even though the MPO is not required to update or modify targets, it is typical that the MPO adopts CyRide's updated TAM targets within 180 days of receiving CyRide's TAM Plan so that MPO planning efforts reflect the most up-to-date TAM targets. Since CyRide submitted its TAM Plan to the MPO on October 7, 2022, it would be appropriate that the MPO updates its TAM targets to match CyRide's by April 5, 2023.

Upon approving new TAM targets, the Ames Area MPO will be required to reflect the new targets in all future planning document updates such as Metropolitan Transportation Plans and Transportation Improvement Programs. Each update to the Metropolitan Transportation Plan reports baseline conditions and system performance progress towards achieving these targets. Transportation Improvement Programs are required to describe how implementation of the TIP anticipates making progress towards achieving the targets.

ALTERNATIVES:

1. Support the Transit Asset Management (TAM) targets established by CyRide.
2. Support the Transit Asset Management (TAM) targets established by CyRide, with Transportation Policy Committee modifications.
3. Direct the MPO to not update its Transit Asset Management (TAM) targets.

MPO ADMINISTRATOR'S RECOMMENDED ACTION:

The proposed Transit Asset Management (TAM) targets were developed by CyRide as a part of their Transit Asset Management Plan. Adopting these targets would allow MPO

planning efforts to reflect the most up-to-date TAM targets. On January 12, 2023, the Transportation Technical Committee unanimously recommended supporting the CyRide's targets. Therefore, it is the recommendation of the MPO Administrator that the Transportation Policy Committee adopt Alternative No. 1.

ITEM #: MPO 6
DATE: 01-24-23
DEPT: MPO

TRANSPORTATION POLICY COMMITTEE ACTION FORM

SUBJECT: FFY 2023-2026 TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENT

BACKGROUND:

To receive federal funds for regional transportation projects, it is necessary for them to be included in the Ames Area MPO's Transportation Improvement Program (TIP). The Ames Area MPO's current TIP contains projects programmed for federal fiscal years 2023 through 2026 and was approved on July 12, 2022. The TIP may be amended in accordance with the procedures outlined in the Ames Area MPO's TIP and Public Participation Plan. This process is outlined below:

Steps for TIP Amendment (as outlined in the Public Participation Plan)

1. Request for amendment(s) by member agency or MPO staff
2. Recommendation by the Transportation Technical Committee
3. Initial review by Transportation Policy Committee; Setting of public hearing date
4. Minimum 15-day public comment period
5. Public hearing and final approval by Transportation Policy Committee

CyRide has requested to the MPO that three projects be rolled over from previous TIPs into FFY 2023 with increased federal funding amounts as shown:

TPMS ID	Description	Previous FFY	Previous Federal-Aid	Updated Federal-Aid	Federal-Aid Increase
10246	Light Duty Low-Floor Bus (176" wb)	2021	\$124,958	\$172,529	38.1%
10247	Light Duty Low-Floor Bus (176" wb)	2021	\$124,958	\$172,529	38.1%
10248	Light Duty Low-Floor Bus (176" wb)	2022	\$81,600	\$168,507	106.5%

Because the amount of federal aid increase to these projects exceeds 30%, a TIP amendment is required to roll-over and modify these projects.

CyRide provided the following supporting information regarding the requested project amendments:

Supply chain shortages have occurred within the bus manufacturing industry particularly for bus chassis as well as technological make-ready items (electronic signage, cameras, etc). CyRide's new price for the LD low-floor 176" wheelbase bus with CyRide's options will be between \$198,243 (\$168,507 federal; non-urbanized minibus for Dial-A-Ride) and \$202,975 (\$172,529 federal; urbanized buses for EASE service).

In the summer 2022, all bus manufacturers listed on the Iowa DOT State Public Transit Bureau contracts, [PTS2021LDB contract](#), notified the Iowa DOT that they couldn't fulfill the base pricing previously bid. CyRide purchases many buses off of other state contracts as allowed by the Federal Transit Administration to lower administrative costs and time. Specifically, the previous LD Low-Floor 176" wheelbase base bid pricing offered by Høglund Bus Company of \$141,897 was renegotiated up to \$153,597. In addition, a 2023 bus chassis upgrade (2022 chassis no longer available) added another \$7,470 as well as \$8,000 to \$13,000 in additional make ready costs to make the bus look like a CyRide bus. Overall, the increase is approximately 38% for projects 10246 & 10247. Project 10248 indicates a 106.5% increase but was initially identified as a high floor LD Bus (176" wheelbase bus) but CyRide wishes to purchase a low-floor LD 176" wheelbase bus for its Dial-A-Ride service to better serve its ADA passengers.

In January 2023, the Iowa DOT notified CyRide it had identified additional federal 5339 funding to add to existing transit contracts across the Iowa. Otherwise, many transit agencies wouldn't be able to afford their bus purchases with only partial funding available in contracts. This federal funding first needs to be identified in an approved Statewide TIP before it can be requested within a grant to the Federal Transit Administration (FTA) on behalf of the Iowa DOT for CyRide.

The "low-floor" light duty buses are new to CyRide's fleet as historically CyRide has purchased high-floor minibuses with steps and a powered wheelchair lift. A low-floor minibus allows stepless boarding for all passengers and provides a quicker and more dependable wheelchair loading experience for ADA passengers by using a manual deployable ramp.

The Transportation Technical Committee reviewed this proposed amendment on January 17, 2023, and unanimously recommended approval. Once the Transportation Policy Committee has reviewed the proposed amendment and set the date of public hearing, the MPO will then begin a public input period from January 25, 2023, until February 28, 2023. After the public input period, the proposed amendment will then go before the policy committee again for the public hearing and final approval on March 28, 2023.

ALTERNATIVES:

1. Set the date of public hearing as March 28, 2023 for approval of the amendment to the FFY 2023-2026 Transportation Improvement Program.
2. Review and modify the amendment to the FFY 2023-2026 Transportation Improvement Program and set March 28, 2023, as the date for the public hearing.

MPO ADMINISTRATOR'S RECOMMENDED ACTION:

Approval of this amendment to the TIP will allow CyRide to access the Iowa DOT's additional funding made available for existing contracts. Without approval, it would be very difficult for CyRide to afford these bus purchases due to a substantial increase in costs due to supply chain shortages. **The Transportation Technical Committee unanimously recommended approval of this amendment to the FFY 2023-2026 TIP.** Therefore, it is the recommendation of the MPO Administrator that the Transportation Policy Committee adopt Alternative No. 1.

MEMO



To: Mayor and City Council
From: John Dunn
Date: January 24, 2023
Subject: Presentation of the Headwaters of the South Skunk River Watershed Management Plan

At the January 24, 2023, City Council meeting, Sara Carmichael (Story County Watershed Coordinator) will provide a high-level overview of the Headwaters of the South Skunk River Watershed Management Authority and its recently completed watershed management plan. Both the Public Works and Water & Pollution Control Departments have been highly engaged with the WMA.

The presentation is informational only. Sara will provide some thoughts on things the City of Ames could do to help advance the goals of the WMA, but no formal action is requested of Council at this time.

Headwaters of the South Skunk River Watershed Management Authority (HWSSRWMA)

SARA CARMICHAEL
STORY COUNTY, WATERSHED COORDINATOR



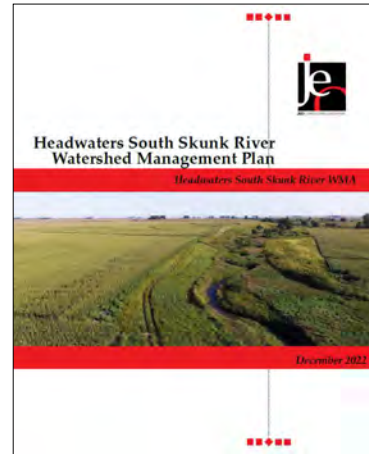
About Me

- ▶ Conservation Professional
 - ▶ 1.5yrs with Story County
- ▶ Focused on
 - ▶ Edge of Field Practices
 - ▶ Water Quality Monitoring
 - ▶ Watershed Education/Outreach



Overview

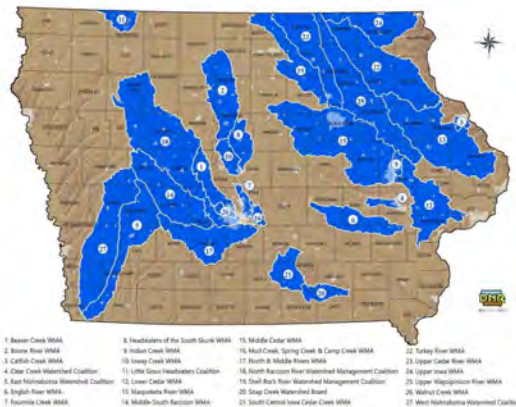
- ▶ What is a Watershed Management Authority (WMA)
- ▶ What is the HWSSRWMA and Why it's important
- ▶ Who is Involved with HWSSRWMA
- ▶ Goals/Objectives of HWSSRWMA
 - ▶ Long-Term/Short-Term Strategies
- ▶ Next Steps



What is a WMA

- ▶ 2010 Legislation – Dept. of Natural Resources
- ▶ Cities, Counties, SWCDs within a watershed
- ▶ Voluntary, no taxing or regulatory authority
- ▶ Benefits
 - ▶ Conduct planning on watershed scale
 - ▶ Foster multi-jurisdictional partnerships and corporation
 - ▶ Leverage resources for all entities

IOWA'S WATERSHED MANAGEMENT AUTHORITIES



What is the HWSSRWMA and Why it's important

- ▶ Formed in Fall 2018
- ▶ Plan development: Feb 2021-Dec 2022
- ▶ 4 counties; 9 incorporated cities; 210,698 acres; 47 miles of S. Skunk River
- ▶ Issues
 - ▶ Water Quality (E. coli, nitrates, sediment)
 - ▶ Altered Hydrology
 - ▶ Loss of Wildlife Habitat
 - ▶ Flooding



Who is involved with HWSSRWMA

- ▶ Members
 - ▶ 4 counties, 9 cities, 4 SWCDs
 - ▶ 9 are members
- ▶ Technical Team
 - ▶ 13 individuals
- ▶ "Champion Farmers"

Table 2: HWSSRWMA Membership Status of Eligible Entities

Entity	Member of WMA?
Cities	
Ames	Yes
Blairsburg	No
Ellsworth	No
Jewell	Yes
Kamrar	No
Randall	Yes
Roland	Yes
Story City	Yes
Williams	No
Counties	
Boone	No
Hamilton	Yes
Hardin	No
Story	Yes
Soil and Water Conservation Districts (SWCD)	
Boone	No
Hamilton	Yes
Hardin	No
Story	Yes



Goals/Objectives of HWSSRWMA Plan

Goal 3 More widely and deeply affect water quality improvements in the watershed by increasing individual and community commitment to water quality.

- Objective 3.1** Form an education and outreach committee as part of the WMA by the end of 2023. This committee will work with partners to implement the education plan and action items.
- Objective 3.2** Set up HWSSRWMA webpages or links on partner websites by 2024.
- Objective 3.3** By the end of 2025 hold a minimum of two outreach and education event in the watershed per year (one in Story County, one in Hamilton County).
- Objective 3.4** By the end of 2023, expand regular stream monitoring efforts into Hamilton County.

Strategies

- ▶ Story-Term – 5 years
 - ▶ Action Plan
 - ▶ Education
 - ▶ Projects & Studies
 - ▶ Partnerships & Policy
 - ▶ Monitoring & Plan Evaluation
- ▶ Long-Term – 20 years
 - ▶ Priority BMP Implementation
 - ▶ Hydrologic Modeling
 - ▶ Water Quality Monitoring
 - ▶ Flood Risk Assessments

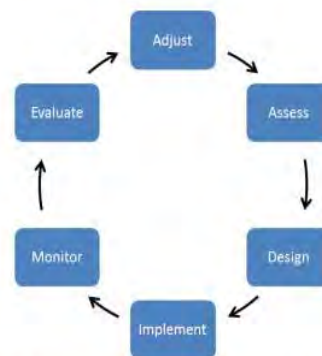


Figure 68: Basic Procedural Steps of Adaptive Management

Next Steps – What you can do!

- ▶ Tell us what's important to you
- ▶ Send Representative to WMA meetings
 - ▶ February 16th 10am-noon, Roland
- ▶ Education/Outreach
- ▶ Identify (more) Champion Landowners
- ▶ Help Identify Funding Opportunities



Thank You – Any Questions

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MINUTES OF THE REGULAR MEETING OF THE AMES CITY COUNCIL

AMES, IOWA

JANUARY 10, 2023

The regular meeting of the Ames City Council was called to order by Mayor John Haila at 6:03 p.m. on the 10th day of January, 2023, in the City Council Chambers in City Hall, 515 Clark Avenue, pursuant to law. Present were Council Members Bronwyn Beatty-Hansen, Gloria Betcher, Tim Gartin, Rachel Junck, and Anita Rollins. *Ex officio* Member Bryce Garman was also present.

PROCLAMATION FOR “SLAVERY AND HUMAN TRAFFICKING PREVENTION AND AWARENESS MONTH” JANUARY 2023: Mayor Haila proclaimed January 2023 as “Slavery and Human Trafficking Prevention and Awareness Month.” Dr. George Belitsos of the Iowa Network Against Human Trafficking and Slavery (NAHT) accepted the proclamation, accompanied by Sam Fox and Jessica Hagen of Youth and Shelter Services and Noah Goche of the Iowa State University campus chapter of NAHT. Dr. Belitsos shared that the number of survivors receiving services from NAHT has risen from 50 to 642 in the past six years. He also presented the Mayor with stickers to post in public buildings with the National Human Trafficking Hotline number of 888-3737-888.

Council Member Amber Corrieri entered the meeting at 6:15 p.m.

CONSENT AGENDA: Council Member Betcher requested to pull Item No. 8, requests from Ames Main Street (AMS) for Downtown Dollar Days event on Thursday, January 26 through Sunday, January 29, 2023. Council Member Gartin requested to pull Item No. 10, resolution authorizing and approving a Loan and Disbursement Agreement and providing for the issuance and securing the payment of \$8,357,000 Taxable Sewer Revenue Bonds, Series 2023B.

Moved by Beatty-Hansen, seconded by Corrieri, to approve the consent agenda less Item No. 8 and Item No. 10.

2. Motion approving payment of claims
3. Motion approving Minutes of Regular Meeting on December 13, 2022, and Special Meeting on December 20, 2022
4. Motion approving Change Orders for period December 1–15, 2022, and December 16-31, 2022
5. Motion setting January 28, 2023, as Special City Council Goal Update Session
6. Motion approving ownership update for Class C Liquor License with Catering Privilege and Sunday Sales - Hy-Vee Market Café, 3800 Lincoln Way
7. Motion approving the renewal of the following Beer Permits, Wine Permits, and Liquor Licenses:
 - a. Class C Liquor License with Outdoor Service and Sunday Sales – Chipotle Mexican Grill, 435 South Duff Ave. – Pending Dramshop Review
 - b. Class C Liquor with Sunday Sales - Fuji Japanese Steakhouse, 1614 S. Kellogg Ave. 101

- c. Class A Liquor License with Sunday Sales - American Legion Post #37, 225 Main Street -Pending Dramshop Review
 - d. Special Class C Liquor License with Sunday Sales - Springhill Suites, 1810 SE 16th St.
 - e. Class C Liquor with Catering Privilege, Outdoor Service, and Sunday Sales - Dublin Bay, 320 S 16th Street
 - f. Class E Liquor License with Class B Wine Permit, Class C Beer Permit (Carryout Beer), and Sunday Sales - The Filling Station, 2400 University Blvd.
 - g. Special Class C Liquor License (B/W) - Clouds Coffee, 119 Stanton Ave. Suite 701 – Pending Dramshop Review
 - h. Class C Liquor License with Outdoor Service and Sunday Sales - The Angry Irishmen, 119 Main Street -Pending Dramshop Review
 - i. Class C Liquor License with Catering Privilege and Sunday Sales - Hy-Vee Market Café, 3800 Lincoln Way -Pending Dramshop Review
8. Requests from Ames Main Street (AMS) for Downtown Dollar Days event on Thursday, January 26 through Sunday, January 29, 2023:
 - a. Motion approving blanket Temporary Obstruction Permit
 - b. RESOLUTION NO. 23-001 approving waiver of parking meter fees and enforcement in the Downtown District on Saturday, January 28, 2023
 - c. RESOLUTION NO. 23-002 approving request from Ames Main Street for Saturday, January 28, to transfer \$1,379.25 from the Local Option Sales Tax Fund to the Parking Fund
 9. RESOLUTION NO. 23-003 authorizing and approving a Loan and Disbursement Agreement and providing for the issuance and securing the payment of \$4,071,000 Sewer Revenue Bonds, Series 2023A
 10. RESOLUTION NO. 23-004 authorizing and approving a Loan and Disbursement Agreement and providing for the issuance and securing the payment of \$8,357,000 Taxable Sewer Revenue Bonds, Series 2023B
 11. RESOLUTION NO. 23-005 approving the appointment of Karen Tapper as the City of Ames alternate to the Story County 911 Service Board
 12. RESOLUTION NO. 23-006 approving and adopting Supplement No. 2023-1 to the *Municipal Code*
 13. Pharmacy Benefits Manager
 - a. RESOLUTION NO. 23-007 waiving Purchasing Policies and Procedures for competitive bidding of professional services
 - b. RESOLUTION NO. 23-008 awarding contract to Arthur J. Gallagher Benefits Services in an amount not-to-exceed \$110,000
 14. RESOLUTION NO. 23-009 approving staff to submit a State of Iowa Community Attraction and Tourism Grant Application in the amount of \$500,000 to be used for the Fitch Family Indoor Aquatic Center
 15. RESOLUTION NO. 23-010 approving preliminary plans and specifications for furnishing 69kV and 161kV SF6 Breakers for the Mortensen Road and Ontario Substations; setting February 1, 2023, as bid due date and February 14, 2023, as date of public hearing

16. RESOLUTION NO. 23-011 approving Change Order No. 1 with Interstate Power Systems to provide parts for the repair of Methane Engine/Generator #2 at the Water Pollution Control Facility
 17. 2019/20 Arterial Pavement Improvements – 13th Street (Wilson Avenue to Duff Avenue)
 - a. RESOLUTION NO. 23-012 approving Change Order No. 2
 - b. RESOLUTION NO. 23-013 accepting the 2019/20 Arterial Street Pavement Improvements as completed
 18. RESOLUTION NO. 23-014 approving Change Order No. 3 for Prairie View Industrial Center Utility Extension Project
 19. RESOLUTION NO. 23-015 accepting completion of the 2021/22 Shared Use Path Maintenance - Little Bluestem Project
 20. RESOLUTION NO. 23-016 accepting completion of the 2020/21 Airport Improvements Program (Replace Runway 01/19 and Taxiway A North Lighting)
- Roll Call Vote: 6-0. Motions/Resolutions declared carried/adopted, signed by the Mayor, and hereby made a portion of these Minutes.

REQUESTS FROM AMES MAIN STREET (AMS) FOR DOWNTOWN DOLLAR DAYS EVENT ON THURSDAY, JANUARY 26th THROUGH SUNDAY, JANUARY 29th, 2023:

Council Member Betcher noted that the accompanying documentation for this item did not include a request for a blanket Temporary Obstruction Permit and inquired about its inclusion. Assistant City Manager Brian Phillips clarified that its inclusion was an error. Crystal Davis of Ames Main Street concurred, expressing excitement for the event.

Moved by Betcher, seconded by Beatty-Hansen, to approve the Downtown Dollar Days request less the blanket Temporary Obstruction Permit.

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

Moved by Betcher, seconded by Rollins, to reconsider the Downtown Dollar Days request.

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

Moved by Betcher, seconded by Beatty-Hansen, to approve the Downtown Dollar Days request, less the blanket Temporary Obstruction Permit: RESOLUTION NO. 23-001 approving waiver of parking meter fees and enforcement in the Downtown District on Saturday, January 28th, 2023, and RESOLUTION NO. 23-002 approving request from Ames Main Street for Saturday, January 28th, to transfer \$1,379.25 from the Local Option Sales Tax Fund to the Parking Fund.

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

LOAN AND DISBURSEMENT AGREEMENT AND PROVIDING FOR THE ISSUANCE AND SECURING THE PAYMENT OF \$8,357,000 TAXABLE SEWER REVENUE BONDS, SERIES 2023B: Finance Director Corey Goodenow explained for Council Member Gartin that Item No. 10 was an issuance of taxable debt to support collection system improvements for Public Works. In order to issue tax-exempt debt, the City cannot expend funds above \$100,000

prior to issuing debt. In this case, the City did not issue the debt prior to reaching the expenditure threshold, so this debt could not be tax-exempt. Director Goodenow noted that the Finance Department was evaluating internal policies and procedures to ensure that this scenario would not arise in the future.

Moved by Gartin, seconded by Betcher, to adopt RESOLUTION NO. 23-004 authorizing and approving a Loan and Disbursement Agreement and providing for the issuance and securing the payment of \$8,357,000 Taxable Sewer Revenue Bonds, Series 2023B.

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 and closed the Public Forum when no one came forward to speak.

LIQUOR LICENSE FOR 1 NIGHT STAND: The staff report was provided by Chief of Police Geoff Huff. He stated that 1 Night Stand, located at 124 Welch Avenue, applied for a renewal of their Class C Liquor License. The Police Department conducts compliance checks on establishments that hold liquor licenses in the City of Ames. These compliance checks are completed by taking an underage person to a liquor license establishment, who then attempts to purchase alcohol. A business passes the check if the employee asks for identification and rightly refuses the purchase.

Chief Huff explained that the Police Department conducted one such compliance check at 1 Night Stand on March 25th, 2021. An employee of 1 Night Stand sold alcohol to an underage person during the check, but the establishment passed a follow-up compliance check later in the year. 1 Night Stand failed a compliance check on October 20th, 2022. As the second violation within two years, the establishment is subject to a 30-day suspension and \$1,500 fine per Iowa Code 123.50(3)(b). In addition to the failed compliance checks, Ames officers issued 11 citations at this location, including ten citations to underage individuals for being on-premises. Of those ten, officers were able to verify that one used a fake ID.

According to Chief Huff, staff spoke with the owner of 1 Night Stand, Jerrad Atkin, who reported that the business has a zero-tolerance policy for minors entering the establishment and requires all individuals to show ID at the door. He also suggested that minors who use a fake ID to gain entry should face larger penalties. Chief Huff noted that staff recommended denying the 12-month license and suggesting that the applicant submit an application for an 8-month license.

Council Member Beatty-Hansen inquired how this situation differed from other contentious license renewals in recent months. Chief Huff noted that this situation did not involve collusion on the part of employees to allow entry to minors, which he considered to be a different level of violation. Mayor Haila inquired as to the jurisdiction over the relevant penalties. Chief Huff explained that the minor on premises citation is a Municipal Code violation, so it fell under City

jurisdiction. The fine for using a fake ID is set by the State of Iowa, so the City would not have jurisdiction over those penalties.

Mayor Haila opened the Public Input.

Jerrad Atkin, owner of 1 Night Stand, described the changes and precautions his business employed. He noted that the business has a zero-tolerance policy, and every staff member takes the online training course offered by the Iowa Alcoholic Beverages Division (ABD). He believed that the current fine structure did not dissuade minors from illegal activity. He accepted responsibility for the consequences of failing the compliance checks, and expressed that his establishment and the City shared a common goal in the fight to keep minors out of bars.

Mayor Haila closed the Public Input when no one came forward to speak.

Moved by Gartin, seconded by Betcher, to deny the application for a 12-month liquor license renewal but suggest that the applicant submit an application for an 8-month license.

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

Moved by Beatty-Hansen, seconded by Rollins, to direct staff to provide a memo about the fine structure for minors on premises.

Amendment to Motion introduced by Corrieri to include information about state limits on increases to municipal fines in the memo. Amendment accepted by Beatty-Hansen and Rollins.

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

LIQUOR LICENSE FOR MICKEY’S IRISH PUB: The staff report was provided by Chief of Police Geoff Huff. He stated that Mickey’s Irish Pub, located at 109 Welch Avenue, applied for a renewal of its Class C Liquor License with Outdoor Service privilege. Mickey’s Irish Pub passed a compliance check conducted by the Police Department on March 25th, 2021. In the previous 12 months, Ames officers cited 24 minors for being on the premises. Of those 24, officers were able to verify 15 used fake IDs. The fact that such a high percentage of the citations involved fake IDs was a mitigating factor; while 24 is high, the establishment was doing its due diligence in checking IDs.

Chief Huff shared that staff spoke with the owner, Ravinder “Ben” Singh, about steps to improve performance, and Singh stated that the business is planning to purchase ID scanners. Staff at the establishment already regularly attends ID training offered by the Iowa Program for Alcohol Compliance Training and the Ames Police Department, and Singh terminated two employees for not doing an adequate job of checking IDs.

To clarify the relative seriousness of different kinds of violations, Chief Huff shared an informal tier-ranking. First, the worst violations involved collusion. Next were failed compliance checks, followed by patrons using a fake ID. The violations at Mickey’s Irish Pub were in the lowest tier in this informal ranking. Chief Huff recommended approving the 12-month renewal.

Mayor Haila inquired about the efficacy of handheld ID scanners. Chief Huff explained that the scanners will catch some fake IDs, but there is no guarantee that all will be caught, as the technology for fake IDs has advanced. Mayor Haila noted that the owner of Mickey's Irish Pub communicated with staff that he could not attend the meeting, but sent a letter to the City Council.

The Mayor opened and closed the Public Input when no one came forward to speak.

Moved by Gartin, seconded by Beatty-Hansen, to approve the application for a 12-month liquor license renewal.

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

AMES URBAN FRINGE PLAN UPDATE: Planning and Housing Director Kelly Diekmann stated that Gilbert and Story County responded to the November reply from the City Council. Gilbert maintained that they did not support annexation by either Ames or Gilbert between 190th and 180th Street, noting the desire for a buffer between Gilbert and Ames. Story County accepted the City's proposal regarding limits on conditional uses, but added requests to reduce the Urban Reserve Overlay near 190th Street, Southwest Ames, and other areas. Instead, Story County proposed mapping those areas solely as Agriculture and Farm Services, which would not allow for development or annexation without a map amendment.

Director Diekmann observed that the responses from Gilbert and Story County showed significant progress since November, but the requested reductions in Urban Reserve Overlay mapping did not align with Ames Plan 2040. He presented several options that the City Council could send in response to continue negotiations.

Regarding the Southwest region, Director Diekmann explained that the Story County Board of Supervisors requested that no Urban Reserve Overlay be mapped. Director Diekmann noted that the City already removed a large section from the Urban Reserve Overlay at their request. Staff recommended retaining the section of the map which was readily-serviceable due to an existing water main and sanitary sewer connection.

In the 190th Street region, both Gilbert and the Story County Board of Supervisors requested that no Urban Reserve Overlay be mapped north of 190th Street. Director Diekmann observed that the City already agreed to remove a large section of the overlay west of the railroad tracks. Gilbert's concern focused on retaining a buffer between the two cities, and Director Diekmann illustrated a possible compromise, which would include a quarter mile buffer from Gilbert while retaining three-quarters of a mile north of 190th in the Urban Reserve Overlay. Director Diekmann clarified for Council Member Gartin that the buffer has no direct value to Ames. Gilbert is applying for a grant as a rural community, which requires a buffer, but Gilbert already has a quarter mile buffer north of 180th Street.

Concerning the other areas, the Board of Supervisors generally requested an overall reduction in the footprint of the Urban Reserve Overlay. Director Diekmann noted that the City already conceded several large cuts, and he had no further suggestions of areas that could be reduced while maintaining the priorities of Ames Plan 2040.

Council Member Beatty-Hansen expressed that continuing the negotiations had merit, given success on conditional use limitations. City Manager Steve Schainker noted that the City made a good faith effort to compromise, but staff did not recommend trading proposals indefinitely.

Director Diekmann clarified the process moving forward for Mayor Haila. At the current meeting, the City Council would vote on proposed changes to take to Gilbert and Story County. After that, if both parties agreed to those changes, staff would prepare the document to bring before the public for comment. After the public had an opportunity to provide feedback, the parties would vote on a final decision. If only one party agreed to the changes, Ames could enter into an agreement with that party. If both parties disagreed, the partnership would end when the current 28E agreement expires on April 30th, 2023.

Director Diekmann clarified that without a 28E agreement, Gilbert would have decreased ability to prevent residents in the desired buffer area from initiating annexation with Ames. Typically, the city that received the annexation petition could only be overruled if another city is able to successfully appeal that it was in a better position to serve the area.

Council Member Gartin shared that continuing the negotiations felt like a step backwards. Ames is two-thirds of Story County, so Story County should consider the interests of Ames as well. Council Member Beatty-Hansen expressed that this plan seemed like a feasible intermediate step to address the next five to ten years. Compromising with Gilbert in the short term would not commit the City to keep a buffer forever. Council Member Junck noted that limits on conditional uses would be lost without a 28E, and that alone was worth some compromises. Council Member Betcher concurred, noting that conditional use limitations were a compelling reason to pursue the 28E agreement. Council Member Gartin stated that being good neighbors was important, but Ames City Council Members were elected to represent the interests of the people of Ames. He noted that changing sections of the Urban Reserve Overlay to Agriculture and Farm Services territory would prohibit housing developments in those areas, which would make housing prices more expensive for everyone.

Moved by Beatty-Hansen, seconded by Junck, to propose to Story County and the City of Gilbert maintaining the designated growth areas as originally depicted, but pursuing the other changes requested by Story County regarding Urban Reserve Overlay in the southwest region.

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

Moved by Beatty-Hansen, seconded by Betcher, to propose to Story County and the City of Gilbert retaining an Urban Reserve Overlay east of the railroad tracks that extends three-quarters of a mile north of 190th Street to an eastern edge three-quarters of a mile east of US-69.

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

Moved by Beatty-Hansen, seconded by Corrieri, to take no action in response to requested changes in other areas.

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

THE BLUFFS AT DANKBAR FARMS, 1st ADDITION: Director Diekmann stated that this minor subdivision was unique. Staff recommended approving the creation of two large outlots. The Master Plan Zoning Agreement for the property, which appeared later on the agenda, made it feasible to waive the public improvements as a condition of the minor plat, because those obligations would be set in the Master Plan Zoning Agreement. Council Member Gartin expressed appreciation for the effort from staff to find ways to say yes.

The Mayor opened and closed the Public Input when no one came forward to speak.

Moved by Betcher, seconded by Junck, to adopt RESOLUTION NO. 23-017 to waive improvement requirements.

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 Beatty-Hansen, to adopt RESOLUTION NO. 23-018 to approve the Minor Final Plat.

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

HEARING ON ZONING TEXT AMENDMENT TO AMEND THE HOME OCCUPATION REGULATIONS: Mayor Haila stated that this hearing was continued from December 13th, 2022. Planner Benjamin Campbell explained that the state legislature amended State Code to change the ways that cities and counties can regulate home occupations. This change invalidated existing City regulations, so staff presented a rewritten ordinance with a new set of criteria. Planner Campbell highlighted several significant changes, including removal of the application process, increasing the amount of dwelling unit floor area that can be used for the home occupation, allowing business activities in the rear yard, allowing for home modifications for the business, and more.

Council Member Betcher raised the topic of egress windows, commenting that egress windows had arisen in discussions about public safety for rental properties. She inquired whether the code changes for home occupations included any additional public health and safety regulations. City Attorney Mark Lambert clarified that the requirement for installation of egress windows is tied to the status of a basement as habitable space. Any newly finished basement, whether intended for

residential use or home occupation, is required to include egress by building code, independent of the home occupation ordinance. City Manager Schainker inquired as to how extensive the structural changes permitted by the new law were. Planner Campbell explained that homeowners cannot modify the structure such that it no longer qualifies as a home. In practice, this means that 50 percent of the space must be retained as a home to qualify as a dwelling unit. Changes that would not alter the structure's status as a dwelling unit would not be restricted by this ordinance.

Mayor opened and closed the Public Hearing when no one came forward to speak.

Council Member Gartin expressed concern at the imposition by the state legislature of this code change. He stated that the government closest to the people is the most responsive to the people. The one-size-fits-all approach represented in the requirement to change local policy struck him as an alarming erosion of home rule.

Moved by Betcher, seconded by Rollins, to pass on first reading an ordinance amending Home Occupation regulations.

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

HEARING ON NORTH SUNSET RIDGE SANITARY SEWER (798 N. 500th AVENUE):

Mayor Haila opened and closed the Public Hearing when no one came forward to speak.

Moved by Betcher, seconded by Junck, to adopt RESOLUTION NO. 23-019 accepting report of bids.

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 Rollins, to adopt RESOLUTION NO. 23-020 approving final plans and specifications and awarding contract to Rognes Excavating of Ames, Iowa, in the amount of \$941,044.50.

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

HEARING ON CYRIDE HVAC IMPROVEMENTS, PHASE III PROJECT: Transit Director Barb Neal and Assistant Transit Director Fleet and Facilities James Rendall answered questions. Director Neal explained that conversations with contractors indicated that the lack of bids was a timing issue, and it seemed likely that rebidding would have a more favorable outcome. Assistant Director Rendall explained for Council Member Betcher that the project was crucial, as one of the HVAC components had already failed, and delays were likely to increase the expense of the project. Director Neal added that a state grant was tied to the project.

Mayor Haila opened and closed the Public Hearing when no one came forward to speak.

Moved by Rollins, seconded by Corrieri, to accept the report of no bids and direct staff to prepare to rebid the project.

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

HEARING ON FURMAN AQUATIC CENTER POOL BASIN REPAINTING PROJECT:

Parks and Recreation Director Keith Abraham noted that staff was delayed in checking references for pool painting projects because several references only had information about gel coatings. Once that information was gathered, staff would be able to make a recommendation.

Mayor Haila opened and closed the Public Hearing when no one came forward to speak.

Moved by Betcher, seconded by Rollins, to accept the report of bids and direct staff not to award contract at this time.

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

HEARING ON PRAIRIE VIEW INDUSTRIAL AREA FOR THE ESTABLISHMENT OF WATER AND SANITARY SEWER CONNECTION DISTRICTS: Mayor Haila opened and closed the Public Hearing when no one came forward to speak.

Moved by Gartin, seconded by Betcher, to continue hearing to January 31st, 2023.

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

SECOND PASSAGE OF ORDINANCE TO AMEND MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY AMENDING CHAPTER 28, DIVISION 1 FOR THE PURPOSE OF ESTABLISHING A COMMERCIAL ELECTRIC VEHICLE CHARGING RATE AND UPDATES TO INDUSTRIAL TIME-OF-USE RATE:

Moved by Gartin, seconded by Junck, to pass on second reading an ordinance to amend Municipal Code of the City of Ames, Iowa, by amending Chapter 28, Division 1 for the purpose of establishing a commercial electric vehicle charging rate and updates to industrial time-of-use rate.

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

Moved by Corrieri, seconded by Gartin, to suspend the rules for second and third reading and adoption.

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

Moved by Betcher, seconded by Corrieri, to pass on third reading and adopt ORDINANCE NO. 4483 amending Municipal Code of the City of Ames, Iowa, by amending Chapter 28, Division 1 for the purpose of establishing a commercial electric vehicle charging rate and updates to industrial time-of-use rate.

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

REZONING THE BLUFFS AT DANKBAR: Moved by Gartin, seconded by Betcher, to pass RESOLUTION NO. 23-021 approving Master Plan Zoning Agreement.

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

Moved by Beatty-Hansen, seconded by Rollins, to pass on third reading and adopt ORDINANCE NO. 4486 rezoning with a Master Plan the property on the Southwest Corner of Cameron School Road and George Washington Carver Avenue from “A” (Agricultural) to “FS-RL” (Suburban Residential Low-Density) and “FS-RM” (Suburban Residential Medium-Density).

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

THIRD PASSAGE AND ADOPTION OF ORDINANCE NO. 4484 TO AMEND MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY AMENDING CHAPTER 12, SECTION 12.2 AND 12.3 FOR THE PURPOSE OF ESTABLISHING ELECTION OF HOSPITAL TRUSTEES, TERM OF OFFICE, AND QUALIFICATIONS: Moved by Rollins, seconded by Junck, to pass on third reading and adopt ORDINANCE NO. 4484 to amend Municipal Code of the City of Ames, Iowa, by amending Chapter 12, Section 12.2 and 12.3 for the purpose of establishing election of hospital trustees, term of office and qualifications.

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

THIRD PASSAGE AND ADOPTION OF ORDINANCE NO. 4485 CREATING TAX INCREMENT FINANCING DISTRICT, URBAN RENEWAL AREA PLAN FOR 2105 AND 2421 NORTH DAYTON AVENUE (SMALL LOT INDUSTRIAL SUBDIVISION): Moved by Betcher, seconded by Rollins, to pass on third reading and adopt ORDINANCE NO. 4485 creating Tax Increment Financing District, Urban Renewal Area Plan for 2105 and 2421 North Dayton Avenue (small lot industrial subdivision).

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

THIRD PASSAGE AND ADOPTION OF ORDINANCE NO. 4487 ZONING TEXT AMENDMENT TO ALLOW A 20% REDUCTION TO REQUIRED PARKING FOR CERTAIN COMMERCIAL AND INDUSTRIAL USES ON SITES WITH MORE THAN 100 PARKING STALLS: Moved by Junck, seconded by Rollins, to pass on third reading and adopt ORDINANCE NO. 4487 Zoning Text Amendment to allow a 20% reduction to Required Parking for Certain Commercial and Industrial Uses on Sites with more than 100 Parking Stalls.

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 noted that there were 16 items to consider.

The first item was a letter from Andrew Collings with a funding request for the FY 2024 Story County Housing Trust Owner-Occupied Repair Program.

Moved by Beatty-Hansen, seconded by Gartin, to refer to staff for a memo as part of the budget discussion.

Vote on Motion: 5-0-1, Corrieri abstaining. Motion declared carried unanimously.

Second, Dick Wilson sent a letter raising concerns about the Ames Animal Shelter facility. City Manager Schainker noted that staff was aware of the concerns, and the Animal Shelter would be one of the CIP projects that the City Council would be asked to decide about prioritizing during the budgeting process.

Moved by Gartin, seconded by Rollins, to refer the letter to staff for a memo addressing the concerns which could be addressed outside of CIP.

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

The third item was an email from Ada Perry, an Ames High School student, regarding accident and safety procedures on Summit Avenue. Council Member Gartin stated that he responded to all of the emails from Ames High School students, and several other Council Members indicated that they responded to a number of those emails as well.

The fourth item was an email from Mike Castellano regarding winter holiday displays on public property. This item connected to the ninth item, and was addressed later.

A memo from Chief of Police Geoff Huff regarding a Municipal Code inquiry on the use of snowmobiles was the fifth item.

Moved by Gartin, seconded by Corrieri, to have Mayor Haila inform the constituent that the City Council decided to take no action.

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

The sixth item was an email from Lucas Lueth, an Ames High School student, inquiring about the process to become an Ames utility worker. Council Member Gartin indicated that he already responded.

Seventh, Diana Nguyen, an Ames High School student, emailed asking about plans to aid the homeless population during extreme cold weather events. Council Member Gartin indicated that he already responded.

The eighth item was an email from Zoe Indarious requesting bike lanes in West Ames. Council Member Gartin indicated that he already responded.

The ninth item was a memo from City Attorney Mark Lambert regarding holiday displays at Tom Evans Plaza.

Moved by Betcher, seconded by Rollins, to put this topic on a future agenda.

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

An email from Naomi Peña, an Ames High School student, expressing concern about soil contamination at the site of the Fitch Family Indoor Aquatic Center, was the 10th item. Council Member Gartin indicated that he already responded.

The 11th item was an email from Gabriel Richard Sehnann, an Ames High School student, asking about recycling options in Ames. Council Member Gartin indicated that he already responded.

The 12th item was an email from Sutton Battles, an Ames High School student, asking about stop signs in North Ames residential areas. Council Member Gartin indicated that he already responded.

An email from Dallas Sauser, an Ames High School student, expressing concerns about the Ames Community Center facility, was the 13th item. Council Member Gartin indicated that he already responded.

The 14th item was an email from Braydon Beelner, an Ames High School student, reporting safety concerns at the intersection of Murray Drive and Roosevelt Avenue. Council Member Gartin indicated that he already responded.

Next, a memo from Director Diekmann reporting staff review of a request for a Zoning Text Amendment related to non-conforming structures in the Downtown area was the 15th item. Moved by Gartin, seconded by Betcher, to place the topic on a future agenda. Vote on Motion: 6-0. Motion declared carried unanimously.

The 16th item was a memo from Director Diekmann reporting staff comments on front yard fencing regulations. Moved by Rollins to put the topic of front yard fencing regulations on a future agenda. Motion failed by lack of second. Moved by Betcher, seconded by Corrieri, to put Municipal Code Section 29.402(2) on a future agenda to clarify the definition of a landscape accent. Vote on Motion: 5-1. Voting Aye: Beatty-Hansen, Betcher, Corrieri, Gartin, Junck. Voting Nay: Rollins. Motion declared carried.

COUNCIL COMMENTS: *Ex officio* Council Member Bryce Garman shared that ISU classes would resume on Tuesday, January 17th, 2023.

Council Member Gartin encouraged everyone to attend the Ames/Story County MLK Celebration in the City Auditorium at 6:00 p.m. on Monday, January 16th, 2023. The Ames High School Jazz Band would be performing, and the keynote speaker would be Council Member Anita Rollins. He also encouraged residents to register for the free cross country ski clinic hosted by the City at Homewood Golf Course at 1:00 p.m. Saturday, January 14th, 2023.

Council Member Betcher welcomed back the ISU students to a new semester and a new year.

Mayor Haila echoed the invitation to the Ames/Story County MLK Celebration, and further encouraged everyone to consider attending the MLK Service on Sunday, January 15th, 2023 at 3:00 p.m. at Friendship Baptist Church.

ADJOURNMENT: Moved by Betcher, seconded by Corrieri, to adjourn the meeting at 7:53 p.m.
Vote on Motion: 6-0. Motion declared carried unanimously.

Jeremy Neefus, Recording Secretary

John A. Haila, Mayor

Renee Hall, City Clerk



REPORT OF CONTRACT CHANGE ORDERS

Period:	<input checked="" type="checkbox"/>	1 st – 15 th
	<input type="checkbox"/>	16 th – End of Month
Month & Year:	January 2023	
For City Council Date:	January 24, 2023	

Department	General Description of Contract	Contract Change No.	Original Contract Amount	Contractor/ Vendor	Total of Prior Change Orders	Amount this Change Order	Change Approved By	Purchasing Contact (Buyer)
Water & Pollution Control	Well Rehabilitation Contract	1	\$141,625.00	Northway Well & Pump Co.	\$0.00	\$20,463.00	J Dunn	AM
Public Works	2021/22 South Duff Improvements	1	\$696,037.03	All Star Concrete	\$0.00	\$-(13,954.33)	D. Pregitzer	KS
Public Works	2021/22 Seal Coat Improvements & Water System Improvements (Stafford Avenue & E 13 th St-South - South End)	2	\$990,785.14	Manatts, Inc.	\$8,489.80	\$2,619.46	T. Peterson	KS
			\$		\$	\$		
			\$		\$	\$		
			\$		\$	\$		

**MINUTES OF THE REGULAR MEETING OF THE
AMES CIVIL SERVICE COMMISSION**

AMES, IOWA

DECEMBER 15, 2022

The Regular Meeting of the Ames Civil Service Commission was called to order by Chairperson Mike Crum at 8:16 AM on December 15, 2022. As it was impractical for the Commission members to attend in person, Commission Chairperson Mike Crum and Commission Member Harold Pike and Kim Linduska were brought in telephonically.

APPROVAL OF MINUTES OF November 17, 2022: Moved by Pike, seconded by Linduska, to approve the Minutes of the November 17, 2022, Regular Service Commission meeting.
Vote on Motion: 3-0. Motion declared carried unanimously.

CERTIFICATION OF ENTRY-LEVEL APPLICANTS: Moved by Crum, seconded by Linduska, to certify the following individuals to the Ames City Council as Entry-Level Applicants:

<u>DEI Coordinator</u>	L. Wesley Harris	77
<u>Mechanic Assistant – CyRide</u>	Richard Duszynski	82
	Norman Banks	Carried over
<u>Principal Clerk – Admin. Services</u>	Sheryl Reynolds	82
	Katheryn Herrera	77
	Ami Dittner	74
	Wendi Meinders	74

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

COMMENTS: The next Regular Meeting of the Ames Civil Service Commission is scheduled for January 26, 2023, at 8:15 AM.

ADJOURNMENT: The meeting adjourned at 8:18 AM.

Mike Crum, Chairperson

Vicki Hillock, Commission Clerk



Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
Lot F LLC	Provisions Lot F	(515) 231-9321		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
2400 North Loop Dr.		Ames	Story	50010
MAILING ADDRESS	CITY	STATE	ZIP	
2400 North Loop Dr.	Ames	Iowa	50010	

Contact Person

NAME	PHONE	EMAIL
Kevin Rettig	(515) 231-9321	eat@provisionsames.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LC0043369	Class C Retail Alcohol License	12 Month	Submitted to Local Authority

EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS
May 15, 2022	May 14, 2023	

SUB-PERMITS

Class C Retail Alcohol License



State of Iowa

Alcoholic Beverages Division

PRIVILEGES

Catering, Outdoor Service

Status of Business

BUSINESS TYPE

Limited Liability Company

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Kevin Rettig	Ames	Iowa	50010	Member	60.00	Yes
jon vandewater	Ames	Iowa	50010	partner	20.00	Yes
Laurens Brack	Ames	Iowa	50014	partner	20.00	Yes

Insurance Company Information

INSURANCE COMPANY

Society Insurance

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE



Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
THE CAFE, L. C.	Cafe, The	(515) 292-0100		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
2616 Northridge Parkway		Ames	Story	50010
MAILING ADDRESS	CITY	STATE	ZIP	
2616 Northridge Parkway	Ames	Iowa	50010	

Contact Person

NAME	PHONE	EMAIL
Kevin Rettig	(515) 292-0100	eat@thecafeames.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LC0032319	Class C Retail Alcohol License	12 Month	Submitted to Local Authority
EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS	
Dec 26, 2022	Dec 25, 2023		
SUB-PERMITS			
Class C Retail Alcohol License			



State of Iowa

Alcoholic Beverages Division

PRIVILEGES

Catering, Outdoor Service

Status of Business

BUSINESS TYPE

Limited Liability Company

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Kevin Rettig	Ames	Iowa	50014	partner	51.00	Yes
Charles Theesfield	Ames	Iowa	50010	partner	49.00	Yes

Insurance Company Information

INSURANCE COMPANY

Society Insurance

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE DATE

OUTDOOR SERVICE EXPIRATION DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE DATE

TEMP TRANSFER EXPIRATION DATE



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
Kwik Trip, Inc.	Kwik Spirits #530	(515) 232-4389		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
204 S Duff Ave		Ames	Story	50010
MAILING ADDRESS	CITY	STATE	ZIP	
PO Box 2107	La Crosse	Wisconsin	54602	

Contact Person

NAME	PHONE	EMAIL
Deanna Hafner	(608) 793-6262	dhafner@kwiktrip.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LE0003453	Class E Retail Alcohol License	12 Month	Submitted to Local Authority

EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS
Apr 15, 2022	Apr 14, 2023	

SUB-PERMITS

Class E Retail Alcohol License

PRIVILEGES



Status of Business

BUSINESS TYPE

Corporation

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Thomas Reinhart	Onalaska	Wisconsin	54650	Secretary	0.00	Yes
Jeffrey Wrobel	La Crosse	Wisconsin	54601	Treasurer	0.00	Yes
Scott Zietlow	Rochester	Minnesota	55902	Owner	100.00	Yes

Insurance Company Information

INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE
DATE

OUTDOOR SERVICE EXPIRATION
DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE
DATE

TEMP TRANSFER EXPIRATION
DATE



State of Iowa

Alcoholic Beverages Division

Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
KWIK TRIP, INC.	Kwik Star #1158	(608) 793-6262		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
1910 Isaac Newton Dr.		Ames	Story	50010
MAILING ADDRESS	CITY	STATE	ZIP	
1626 Oak Street	La Crosse	Wisconsin	54602	

Contact Person

NAME	PHONE	EMAIL
Deanna Hafner	(608) 793-6262	dhafner@kwiktrip.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
LE0003920	Class E Retail Alcohol License	12 Month	Submitted to Local Authority

EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS
Aug 1, 2022	July 31, 2023	

SUB-PERMITS

Class E Retail Alcohol License

PRIVILEGES



Status of Business

BUSINESS TYPE

Corporation

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Thomas Reinhart	Onalaska	Wisconsin	54650	Secretary	0.00	Yes
Jeffrey Wrobel	La Crosse	Wisconsin	54601	Treasurer	0.00	Yes
Scott Zietlow	Rochester	Minnesota	55902	Owner	100.00	Yes

Insurance Company Information

INSURANCE COMPANY

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

OUTDOOR SERVICE EFFECTIVE
DATE

OUTDOOR SERVICE EXPIRATION
DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE
DATE

TEMP TRANSFER EXPIRATION
DATE



Applicant

NAME OF LEGAL ENTITY	NAME OF BUSINESS(DBA)	BUSINESS		
WHENI, LLC	Bottoms Up Bar & Lounge	(515) 509-9390		
ADDRESS OF PREMISES	PREMISES SUITE/APT NUMBER	CITY	COUNTY	ZIP
398 Main Street		Ames	Story	50010
MAILING ADDRESS	CITY	STATE	ZIP	
230 Raphael Ave	Ames	Iowa	50014	

Contact Person

NAME	PHONE	EMAIL
Ukelo Lueth	(515) 509-9390	lueth17@yahoo.com

License Information

LICENSE NUMBER	LICENSE/PERMIT TYPE	TERM	STATUS
	Class C Retail Alcohol License	12 Month	Pending Dramshop Review

EFFECTIVE DATE	EXPIRATION DATE	LAST DAY OF BUSINESS

SUB-PERMITS

Class C Retail Alcohol License

PRIVILEGES

Status of Business



State of Iowa

Alcoholic Beverages Division

BUSINESS TYPE

Limited Liability Company

Ownership

• Individual Owners

NAME	CITY	STATE	ZIP	POSITION	% OF OWNERSHIP	U.S. CITIZEN
Ukelo Lueth	Ames	Iowa	50010	Owner	100.00	Yes

Insurance Company Information

INSURANCE COMPANY

Berkshire Hathaway - Three By
Berkshir Hathaway

POLICY EFFECTIVE DATE

POLICY EXPIRATION DATE

DRAM CANCEL DATE

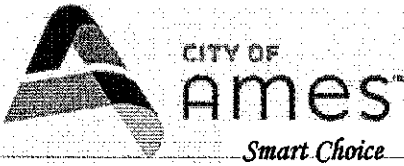
OUTDOOR SERVICE EFFECTIVE
DATE

OUTDOOR SERVICE EXPIRATION
DATE

BOND EFFECTIVE DATE

TEMP TRANSFER EFFECTIVE
DATE

TEMP TRANSFER EXPIRATION
DATE



January 19, 2022

Randy Pyle
400 Main LLC
PO Box 247
Ames, IA 50010

Dear Randy:

Per our conversation, you are adding a tenant to the basement of your property at 400 Main Street. This letter is to inform you that the address for your property at 400 Main Street (PID 09-02-356-110) in Ames, Iowa, has been changed to:

398 Main Street (basement unit, new tenant space)
400 Main Street (currently ReMax)
402 Main Street (currently The Spice)

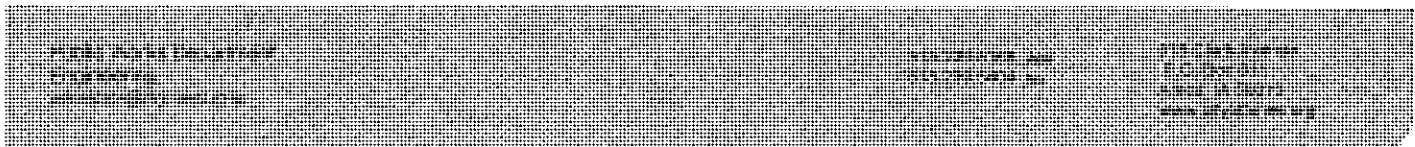
To assist emergency personnel, please change any conflicting house numbers immediately and notify the occupants of this change. House and unit numbers shall be displayed in accordance with Sections 3B, 3F and 3G of the City of Ames Administrative Policy for Street Naming and Addressing. You may view this document online by going to <http://www.cityofames.org/government/departments-divisions-i-z/public-works/street-naming-guide> and clicking on the link. If you have retained a property management company, please inform them of this change immediately.

If there are any questions concerning this or if this is incorrect, please contact the Engineering Division of the Public Works Department at 515-239-5168.

Sincerely,

Annette Thompson
Civil Design Technician

c: Fire Department, Police Department, Building Inspection, Finance Customer Service, Electrical Engineering Dept., City Assessor's Office, Electric Meter Lab, Water Meter Lab, Electric Distribution, Planning & Housing, Storm Water Specialist, County Auditor, Story County E911 Database Coordinator, CenturyLink (Omaha, NE), CenturyLink (Des Moines, IA), Alliant Energy, Mediacom, Post Office



MEMO



To: Mayor John Haila and Ames City Council Members
From: Lieutenant Heath Ropp, Ames Police Department
Date: January 24, 2023
Subject: Beer Permits & Liquor License Renewal Reference City Council Agenda

The Council agenda for January 24th, 2023, includes beer permits and liquor license renewals for:

- **cy's roost** (121 Welch Avenue) - Class C Liquor with Outdoor Service and Sunday Sales

A review of police records for the past 12 months found 17 liquor law violations. 17 individuals were cited for being underage on premise, and 13 of those individuals were in possession of a fake ID.

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

MEMO



To: Mayor John Haila and Ames City Council Members
From: Lieutenant Heath Ropp, Ames Police Department
Date: January 24, 2023
Subject: Beer Permits & Liquor License Renewal Reference City Council Agenda

The Council agenda for January 24th, 2023, includes beer permits and liquor license renewals for:

- **Fareway Stores, Inc. #093** (3619 Stange Road) - Class E Liquor License with Class B Wine Permit and Class C Beer Permit (Carryout Beer)
- **Fareway Stores, Inc. #386** (619 Burnett Avenue) - Class E Liquor License with Class B Wine Permit and Class C Beer Permit (Carryout Beer)
- **Dog Eared Books** (203 Main Street) - Class C Liquor License with Sunday Sales
- **Blaze Pizza** (2320 Lincoln Way) - Special Class C Liquor License with Outdoor Service and Sunday Sales
- **El Azteca** (2727 Stange Road) - Class C Liquor License with Outdoor Service and Sunday Sales
- **Ge' Angelo's** (823 Wheeler Street #9) - Class C Liquor License with Catering Privilege and Sunday Sales
- **West Towne Pub** (4518 Mortensen Road Suite 101) - Class C Liquor with Catering Privilege, Outdoor Service, and Sunday Sales
- **Cactus 2** (2420 Lincoln Way Suite B) - Class C Liquor with Sunday Sales
- **Blue Owl Bar** (223 Welch Avenue) - Class C Liquor License with Outdoor Service and Sunday Sales

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

ITEM #: 12
DATE: 01-24-23
DEPT: P&H

COUNCIL ACTION FORM

SUBJECT: NATIONAL REGISTER OF HISTORIC PLACES ELIGIBILITY FOR CRANFORD APARTMENT BUILDING AT 103 STANTON AVENUE

BACKGROUND:

The City has received a request from the State Historic Preservation Office (SHPO) for a recommendation of National Register eligibility for the Cranford Apartment Building, located at 103 Stanton Avenue (See Attachment A-Location Map and Attachment B-Photograph of Cranford Apartment Building). **The property owner (deed holder) is “103 Stanton LLC.” It is requested that the City Council provide direction for the Mayor in responding to a request from SHPO.**

As a Certified Local Government (CLG), the Mayor and Historic Preservation Commission (HPC) are to review National Register nominations for any property inside the boundaries of the City. Nominations are submitted to SHPO, and a copy of the nomination is then provided to the CLG for review and comment.

The State Historical Society of Iowa is required to provide the City with a 60-day period for the review from the date the nomination is received. A copy of the nomination was received on December 12, 2022. **The State Nominations Review Committee (SNRC) will consider nomination of the Cranford Apartment Building at its meeting (by Zoom) on February 10, 2023.**

Alexa McDowell, Architectural Historian, prepared the nomination for the property owner. The complete National Register Nomination, including photographs of the Cranford Apartment Building, are available on the City’s website at the following link:

[National Register of Historic Places - Ames | City of Ames, IA](#)

The Narrative Statement of Significance emphasizes that:

“The Cranford Apartment Building is eligible for listing on the National Register of Historic Places under Criterion A in association with Alda Wilson who was directly involved in development of the project to build the Cranford and who was the project architect and construction supervisor. Wilson exemplifies the advancements made by women in the late 19th and early 20th centuries in the areas of education, the professional arena, and women’s rights. Because the purpose of the Cranford Apartment Building (housing for women), the development of the project by the Faculty Women’s Housing Company (a predominantly female development group), and the role of Alda Wilson (a woman)

as architect and construction manager, the Cranford Apartment Building is the best local resource to call attention to the history of women's rights in the early 20th century."

The completed nomination forms include a "Statement of Significance" of the Cranford Apartment Building (See Attachment C – Statement of Significance).

The preparer of the nomination selected **National Register Significance "Criterion A"** as the basis for the nomination. **"Criterion A" are those properties that are associated with events that have made significant contribution to the broad patterns of our history. (See Attachment D – Excerpt of National Register Bulletin No. 15, pages 12-13)**

The City's Historic Preservation Commission met on January 9, 2023, to review the nomination and receive public comment. Alexa McDowell (Architectural Historian and preparer of the nomination), the property owner, and apartment manager were present to address any questions from the Commission. There were no members of the public present.

The Historic Preservation Commission voted 7-0 to find that the Cranford Apartment Building (103 Stanton Avenue) meets "Criterion A" and recommended National Register eligibility to the State Nominations Review Committee.

ALTERNATIVES:

1. Approve a motion directing the Mayor to sign the Certified Local Government National Register Nomination Evaluation Report Form finding that the nomination of the Cranford Apartment Building (103 Stanton Avenue) to the National Register of Historic Places meets National Register Significance "Criterion A" and recommends National Register eligibility to the State Nominations Review Committee.
2. Approve a motion directing the Mayor to sign the Certified Local Government National Register Nomination Evaluation Report Form finding that the nomination of the Cranford Apartment Building (103 Stanton Avenue) to the National Register of Historic Places does not meet National Register Significance "Criterion A" and recommends National Register ineligibility to the State Nominations Review Committee.
3. Defer action on this request and refer it back to City staff for additional information.

CITY MANAGER'S RECOMMENDED ACTION:

Information provided in the application provides the basis for a determination of significance according to “Criterion A.” Supporting the Nomination allows for the property owner to seek Historic Tax Credits administered by the State in support of their planned renovation for the building. **Listing on the National Register does not establish local landmark status or require conformance to local design standards or guidelines.** Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No.1, as described above.

ADDENDUM

An individual property cannot be included on the National Register of Historic Places unless the owner of the property wants the listing. Such a property owner would need to notify the Bureau of Historic Preservation in writing if the property owner objects.

National Register status in no way limits the right of the property owner to preserve, alter, or even demolish the property. There are no requirements for property owners to take any action regarding the use of their property, provided that no Federal license, permit, or funding is involved.

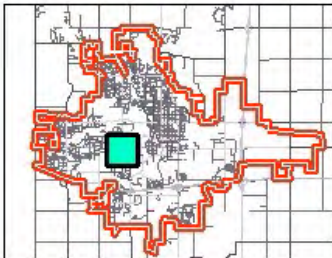
The power to protect a National Register property is limited to local design guidelines and to a review of those projects which are funded wholly or in part by the federal government and which impact, directly or indirectly, listed properties. National Register status does not mean that a property cannot be destroyed by a highway, by Urban Renewal, or by some other project. It does mean that before a federal agency can be involved in any way with such a project (e.g., funding, licensing, or authorizing it), the federal agency must consider alternatives by which the National Register properties might be saved from destruction.

There are four (4) National Register Criteria used to determine historic significance for listing on the National Register of Historic Places. The criteria relate to a property's association with important events, people, design of construction, or information potential. The National Register criteria recognize these values embodied in buildings, structures, districts, sites, and objects. The four (4) criteria are as follows:

- Criterion A – Properties that are associated with events that have made a significant contribution to the broad patterns of our history.
- Criterion B – Properties that are associated with the lives of persons significant in our past.
- Criterion C – Properties that embody the distinctive characteristics of a type, period, or method of construction, or that represent the work of a master, or that possess high artistic values, or that represent a significant and distinguishable entity whose components may lack individual distinction.
- Criterion D – Properties that have yielded, or may be likely to yield, information important in prehistory or history.

Attachment A

Location Map



Location Map

103 Stanton Avenue



Attachment B
Photo of Cranford Apartment Building



Attachment C

Statement of Significance-Page 1

United States Department of the Interior
National Park Service / National Register of Historic Places Registration Form
NPS Form 10-900

OMB No. 1024-0018

Cranford Apartment Building
Name of Property

Story County, Iowa
County and State

Statement of Significance

Statement of Significance Summary Paragraph (Provide a summary paragraph that includes level of significance, applicable criteria, justification for the period of significance, and any applicable criteria considerations).

Statement of Significance

The Cranford Apartment building is eligible for listing on the National Register of Historic Places under Criterion A. The resource is locally significant as a rare representative of a privately developed, mixed-use property completed by an incorporated group of women for the express purpose of providing housing for the female faculty and students at Iowa State University. The project was undertaken by the Faculty Women's Housing Company, which was incorporated in 1922 "to acquire real estate, to build, construct, maintain and operate apartment houses and other similar structures, and to do and transact all business connected with or incident to any or all of said purposes".¹ The Cranford Apartment building was the first and only known building constructed by the company; the Faculty Women's Housing Company owned and operated the Cranford until 1953. The building had four retail businesses on the ground floor and thirty residential units on the second through fourth floors capable of housing fifty to sixty women.

In contrast to typical residential apartment buildings of the era, the design character of the Cranford Apartment ties it to the university residence halls, which are located in close proximity across Lincoln Way. The Cranford reflects the form and stylistic tendencies adopted by the university's architect in the design of its early 20th century residential halls. In contrast to the typical historic apartment building, which is characterized by a rectangular form, flat roof, and limited stylistic elements, the Cranford exhibits an overall design character of a traditional revival style complete with pitched roof, roof dormers, projecting pavilions with expressive gable ends, multi-story bay windows on the façade (north), and multi-story box bays on the rear (south). In this way, architect Alda Wilson, designed an apartment building with a design character aligned with that of the university's early 20th century residential halls. The architect's design is highly successful in this way, despite the fact that the Cranford Apartment building includes commercial businesses on the ground-floor.

The Cranford is the only historic apartment building in Ames with a design character that clearly reflects the influence of the university designs for residential halls. The number of historic apartment buildings in Ames is limited and those identified for comparative analysis follow the more typical design approach. Only the Cranford Apartment building expresses a character in keeping with the residential halls being constructed in the era contemporaneous to construction of the Cranford.

The Cranford Apartment building is eligible for listing on the National Register of Historic Places under Criterion A in association with Alda Wilson who was directly involved in development of the project to build the Cranford and who was the project architect and construction supervisor. Wilson exemplifies the advancements made by women in the late 19th and early 20th centuries in the areas of education, the professional arena, and women's rights. Because the purpose of the Cranford Apartment building (housing for women), the development of the project by the Faculty Women's Housing Company (a predominantly female development group), and the role of Alda Wilson (a woman) as architect and construction manager, the Cranford Apartment building is the best local resource to call attention to the history of women's rights in the early 20th century. In that association, the

¹ "Notice of Incorporation of Faculty Women's Housing Company," *Ames Daily Tribune and Times*, May 03, 1922: 05.
Sections 9 – 11 page 12

Attachment C

Statement of Significance-Page 2

United States Department of the Interior
National Park Service / National Register of Historic Places Registration Form
NPS Form 10-900

OMB No. 1024-0018

Cranford Apartment Building
Name of Property

Story County, Iowa
County and State

Cranford demonstrates the practical impact of women working to elevate the education and future of women at a time just after passage of the 19th amendment securing the right to vote and long before a woman was able to have a bank account or access credit.

While there are other built resources in Ames (specifically at Iowa State) with historic ties to the story of the pursuit by women to attain an advanced education, to excel in their chosen profession, or to advocate for women's rights, the known resources have transient, singular associations, whereas the Cranford Apartment building represents the coming together of a variety of exemplary women within an era that coincided with the years when women were granted the right to vote. The Carrie Chapman Catt Center, which is housed in the Old Botany building (now named for Catt) is one such example. While the building and the center that now occupies the building bears the name of one of the most significant leaders of the Women's Rights Movement, Carrie Chapman Catt is not historically associated with the building. As a result, the building does not represent her work in the area of women's rights. Additionally, although Old Botany is the building in which Prof. Julia Colpitts and Prof. Ada Hayden taught classes, there is no evidence to suggest that Old Botany is the historic resource that best illustrates the contributions made by either women.

Alda Wilson was the second woman graduate of Iowa State College's (now Iowa State University) civil engineering program in 1894. Although Alda Wilson's story and contributions in history are sometimes overshadowed by the accomplishments of her older sister, Elmina Wilson, Alda stands as the third woman in the United States to obtain a civil engineering degree, one of the rare few to work as a professional after completing her education, and she assumed an important position at Iowa State University as the first female head of the university's first all-woman drafting class. As architect and construction supervisor of the Cranford Apartment Building, Alda Wilson was responsible for designing a multiple-unit dwelling for female faculty members and female students, providing the amenities required of that demographic, and realizing the goals of the Faculty Women Housing Company to provide both affordable housing for women and commercial spaces. Finally, Alda Wilson was an active participant in the women's suffrage movement, working closely with Carrie Chapman Catt to advance a woman's right to vote. With this raft of accomplishments, Alda Wilson is a significant figure in women's history in the United States and, as an Iowa native and graduate of the Iowa State College, has direct ties to Ames. The Cranford Apartment building is the best local representative of the work and impact of Alda Wilson. The building represents her skill as an architect and serves as tangible evidence of her contributions in the areas of architecture, advancement of education for women in the late 19th century, and women in the professional workplace of the early 20th century.

Finally, the Cranford Apartment building is eligible for listing on the National Register of Historic Places under Criterion A. The resource is locally significant in association with the history of women's rights. The Cranford represents the expansion of residential housing for women on the campus of Iowa State College (now, Iowa State University), being completed as one answer to a long-term housing shortage specific to women students and female faculty members. The project was undertaken by a group of women with various associations with the university; members of the development group itself were all faculty members, some also being wives of faculty members. The architect was the second woman graduate of the school's civil engineering program with a history of involvement in the women's rights movement. Placed in service just two years after ratification of the 19th Amendment to the U.S. Constitution which assured women the right to vote, this group of women made a tangible contribution to supporting women desirous of attending or working at Iowa State. By undertaking construction of the Cranford Apartment building at a time when women were prevented from having a bank

Attachment C

Statement of Significance-Page 3

United States Department of the Interior
National Park Service / National Register of Historic Places Registration Form
NPS Form 10-900

OMB No. 1024-0018

Cranford Apartment Building
Name of Property

Story County, Iowa
County and State

account or being extended credit, a limitation solved by including a man among the incorporating members for the purpose of securing the necessary financing.

As a residential property designed for women faculty and students, the Cranford Apartment advanced the efforts of the women's movement to support education and employment in professional positions (e.g., professors, engineers, and architects). By way of evidence supporting the importance of the building's role in that regard, the Cranford became home to some of the most significant of the university's female faculty and students including renowned conservationist and Professor of Botany, Ada Hayden; Professor and Dean of the Junior College, Maria "Millie" Roberts; Professor of Botany, Julia T. Colpitts; and mathematician, Anna Helen Tappan.²

The Cranford Apartment building retains a generally good degree of historic integrity as it relates to design and materials with the historic mixed-use function retained. With historic location retained, the resource's historic association to the Iowa State University campus and to the historic Lincoln Highway is retained. Retention of the historic association with the university's residence halls is of particular importance given that the case for registration relates to the building's association with that institution and its 20th century women's residence halls.

The Period of Significance is 1922-1953, the year the building was placed in service through the year in which the Faculty Women's Housing Company sold the property. The period best embodies significance as a representative of the original function as housing for female faculty and students and during which the majority of the residents remained female. The period also includes Alda Wilson's association with the resource. The Significant Date is 1922, the year the building was placed in service.

Narrative Statement of Significance (Provide at least one paragraph for each area of significance.)

(Iowa SHPO Additional Instructions: For properties not nominated under Criterion D, include a statement about whether any archaeological remains within or beyond the footprint of the property were assessed as part of this nomination under the subheading **Archaeological Assessment.**)

The Cranford Apartment building draws significance as a representative of a private residential development completed by an incorporated group of women (Faculty Women's Housing Company) for the express purpose of providing housing for female faculty and students at Iowa State University. The building was owned by the Faculty Women's Housing Company through 1953 and remained a majority occupied by women through that time. The building's general design character aligns with the university residence halls constructed contemporaneous to the Cranford with the use of the Tudor Revival style more aligned with Greek letter houses constructed adjacent to campus during the 1920s and later. As a residential property designed for women faculty and students, the Cranford Apartment advanced the efforts of the women's movement to support

² Anthony Capps, *Campustown. A Brief History of the First West Ames* (Charleston, SC: The History Press, 2016), 60.

Attachment C

Statement of Significance-Page 4

United States Department of the Interior
National Park Service / National Register of Historic Places Registration Form
NPS Form 10-900

OMB No. 1024-0018

Cranford Apartment Building
Name of Property

Story County, Iowa
County and State

education and employment in professional positions. The building continues to serve as a mixed-use property with upper story housing for Iowa State students.

As it relates to setting and association, integrity of both are very good. The resource remains situated adjacent to the historic Lincoln Highway (Lincoln Way), in Campustown (the university's commercial center), and across the street from Iowa State University (Iowa State College). The Cranford was constructed for the express purpose of providing housing for female faculty and female students of Iowa State College with retail businesses on the ground floor designed to provide services (e.g., hair salon, coffee shop) for faculty and students. The location across the street from the university campus, in an area that was evolving to fill the university's housing shortage and as part of the small area that was becoming the school's commercial core (Campustown), is directly connected to the historic context for which the building derives its primary significance.

Historical Background: Iowa State College and Women's History

Iowa State University was established by Iowa legislative action on March 22, 1858 as Iowa Agricultural College and Model Farm. In 1862 the Iowa legislature accepted the provision of the Morrill Act, which was awarded to the college in 1864, establishing it as a land grant institution focused on the ideals of higher education made available to all. When the first official class graduated in 1872 there were 24 men and 2 women. The college was renamed Iowa State College of Agricultural and Mechanical Art in 1898 and was again renamed in 1959, at which it became Iowa State University of Science and Technology.³

Classes in engineering and liberal arts and sciences were offered beginning in 1869, with civil engineering and mechanical engineering begun in 1871. Classes in drawing, railways, sanitation (later environmental engineering), and surveying were initially offered in the civil engineering curriculum. The college's first graduating class in 1872 included three civil engineering students – all men.

The first woman to receive a bachelor's degree in civil engineering at Iowa State College was Elmina Wilson, elder sister of Alda Wilson. Graduating in 1892, Elmina Wilson was not the first in the nation to receive a bachelor's in civil engineering (that honor goes to Elizabeth Bragg of California).⁴ She was, however, the first in the nation to receive a masters of science in the same field, having received the degree from Iowa State College in 1894. In that same year, Alda Wilson completed her undergraduate studies in civil engineering and received her bachelor's degree from the college. The 1894 class in civil engineering had four students: three men and Alda Wilson.⁵ Class sizes increased modestly (up to fifteen students) in the years that immediately followed. Because the first names of graduates were commonly limited to initials, identifying gender is difficult. However, class photos (which include all departments), makes it clear that the number of female students remained a very small percentage of the student population in all areas of study except home economics.⁶

³ "Iowa State Sesquicentennial: History of Iowa State." Iowa State University. <https://digital.lib.iastate.edu/online-exhibits/iowa-state-sesquicentennial>. Retrieved 06/21/2022.

⁴ "Women's History Month: Civil Engineers Alda and Elmina Wilson," Iowa State University Special Collections blog, <https://isuspecialcollections.wordpress.com/2018/03/20/womens-history-month-civil-engineers-alda-and-elmina-wilson/>. Retrieved 06/20/2022.

⁵ Iowa State University. Engineering Department History. <https://www.ccee.iastate.edu/history/>. Retrieved 06/21/2022 and *The Bomb*, Iowa State Yearbook, (Nevada, IA: Representative Press, 1894), 63. Available online at https://digitalcollections.lib.iastate.edu/islandora/object/isu%3ATheBomb_7090#page/42/mode/2up. Retrieved 06/22/2022.

⁶ *The Bomb*, Iowa State Yearbook, (Nevada, IA: Representative Press, 1894), 43. Available online at

Attachment D

Excerpt of National Register Bulletin No. 15 (cover page)

NATIONAL REGISTER BULLETIN

Technical information on the the National Register of Historic Places:
survey, evaluation, registration, and preservation of cultural resources



U.S. Department of the Interior
National Park Service
Cultural Resources
National Register, History and Education

How to Apply the National Register Criteria for Evaluation



Attachment D

Excerpt of National Register Bulletin No. 15 (continued)

CRITERION A: EVENT

Properties can be eligible for the National Register if they are associated with events that have made a significant contribution to the broad patterns of our history.

UNDERSTANDING CRITERION A: EVENT

To be considered for listing under Criterion A, a property must be associated with one or more events important in the defined historic context. Criterion A recognizes properties associated with single events, such as the founding of a town, or with a pattern of events, repeated activities, or historic trends, such as the gradual rise of a port city's prominence in trade and commerce. The event or trends, however, must clearly be important within the associated context: settlement, in the case of the town, or development of a maritime economy, in the case of the port city. Moreover, the property must have an important association with the event or historic trends, and it must retain historic integrity. (See *Part V: How to Evaluate a Property Within its Historic Context*.)

Several steps are involved in determining whether a property is significant for its associative values:

- Determine the nature and origin of the property,
- Identify the historic context with which it is associated, and
- Evaluate the property's history to determine whether it is associated with the historic context in any important way.

APPLYING CRITERION A: EVENT

TYPES OF EVENTS

A property can be associated with either (or both) of two types of events:

- A specific event marking an important moment in American prehistory or history and
- A pattern of events or a historic trend that made a significant contribution to the development of a community, a State, or the nation.

Refer to the sidebar on the right for a list of specific examples.

ASSOCIATION OF THE PROPERTY WITH THE EVENTS

The property you are evaluating must be documented, through accepted means of historical or archeological research (including oral history), to have existed at the time of the event or pattern of events and to have been associated with those events. A property is *not* eligible if its associations are speculative. For archeological sites, well reasoned inferences drawn from data recovered at the site can be used to establish the association between the site and the events.

SIGNIFICANCE OF THE ASSOCIATION

Mere association with historic events or trends is not enough, in and of itself, to qualify under Criterion A: the property's specific association must be considered important as well. For example, a building historically in commercial use must be shown to have been significant in commercial history.

EXAMPLES OF PROPERTIES ASSOCIATED WITH EVENTS

Properties associated with specific events:

- The site of a battle.
- The building in which an important invention was developed.
- A factory district where a significant strike occurred.
- An archeological site at which a major new aspect of prehistory was discovered, such as the first evidence of man and extinct Pleistocene animals being contemporaneous.
- A site where an important facet of European exploration occurred.

Properties associated with a pattern of events:

- A trail associated with western migration.
- A railroad station that served as the focus of a community's transportation system and commerce.
- A mill district reflecting the importance of textile manufacturing during a given period.
- A building used by an important local social organization.
- A site where prehistoric Native Americans annually gathered for seasonally available resources and for social interaction.
- A downtown district representing a town's growth as the commercial focus of the surrounding agricultural area.

Attachment D

Excerpt of National Register Bulletin No. 15 (continued)

TRADITIONAL CULTURAL VALUES

Traditional cultural significance is derived from the role a property plays in a community's historically rooted beliefs, customs, and practices. Properties may have significance under Criterion A if they are associated with events, or series of events, significant to the cultural traditions of a community.⁵

Eligible

- A hilltop associated in oral historical accounts with the founding of an Indian tribe or society is eligible.
- A rural community can be eligible whose organization, buildings, or patterns of land use reflect the cultural traditions valued by its long-term residents.
- An urban neighborhood can be eligible as the traditional home of a particular cultural group and as a reflection of its beliefs and practices.

Not Eligible

- A site viewed as sacred by a recently established utopian or religious community does not have traditional cultural value and is not eligible.



Criterion A - The Old Brulay Plantation, Brownsville vicinity, Cameron county, Texas. Historically significant for its association with the development of agriculture in southeast Texas, this complex of 10 brick buildings was constructed by George N. Brulay, a French immigrant who introduced commercial sugar production and irrigation to the Rio Grande Valley. (Photo by Texas Historical Commission).

⁵For more information, refer to *National Register Bulletin: Guidelines for Evaluating and Documenting Traditional Cultural Properties*.



MEMO

To: Mayor and City Council

From: Roger Wisecup, CPA
City Treasurer

Date: January 11, 2023

Subject: Investment Report for Quarter Ending December 31, 2022

Introduction

The purpose of this memorandum is to present a report summarizing the performance of the City of Ames investment portfolio for the quarter ending December 31, 2022.

Discussion

This report covers the period ending December 31, 2022 and presents a summary of the investments on hand at the end of December 2022. The investments are valued at amortized cost; this reflects the same basis that the assets are carried on the financial records of the City. All investments are in compliance with the current Investment Policy.

Comments

The Federal Reserve raised the federal fund rate from 3.00-3.25 percent to 4.25-4.50 percent in the last quarter. The yield curve is flat, making shorter maturities pay about the same rates as longer maturities. Future investments will be made at current interest rates and future interest income will increase. We will continue to evaluate our current investment strategy, remaining flexible to future investments while the Federal Reserve evaluates the target rate.

CITY OF AMES, IOWA

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

**FOR THE QUARTER ENDED DECEMBER 31, 2022
AND THE ACCUMULATED YEAR-TO-DATE**

DESCRIPTION	BOOK VALUE	MARKET VALUE	UN-REALIZED GAIN/(LOSS)
CERTIFICATES OF DEPOSIT	5,000,000	5,000,000	0
FEDERAL AGENCY DISCOUNTS	2,894,762	2,895,009	247
FEDERAL AGENCY SECURITIES	97,201,290	94,230,962	(2,970,328)
INVESTMENT POOLS			0
COMMERCIAL PAPER	14,336,675	14,347,262	10,587
MISC COUPON SECURITIES			0
PASS THRU SECURITIES PAC/CMO			0
MONEY FUND SAVINGS ACCOUNTS	293,121	293,121	0
CORPORATE BONDS			0
US TREASURY SECURITIES	94,081,174	90,141,509	(3,939,665)
INVESTMENTS	<u>213,807,021</u>	<u>206,907,863</u>	<u>(6,899,158)</u>
CASH ACCOUNTS	<u>20,560,916</u>	<u>20,560,916</u>	
TOTAL FUNDS AVAILABLE	<u><u>234,367,937</u></u>	<u><u>227,468,779</u></u>	<u><u>(6,899,158)</u></u>

ACCRUAL BASIS INVESTMENT EARNINGS

YR-TO-DATE

GROSS EARNINGS ON INVESTMENTS:

1,525,676

INTEREST EARNED ON CASH:

397,755

TOTAL INTEREST EARNED:

1,923,431



**Investments FY 2022-2023
Portfolio Management
Portfolio Summary
December 31, 2022**

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 360 Equiv.	YTM 365 Equiv.
Certificates of Deposit	5,000,000.00	5,000,000.00	5,000,000.00	2.34	1,324	151	1.756	1.780
Money Market	293,120.76	293,120.76	293,120.76	0.14	1	1	0.296	0.300
Commercial Paper Disc. -Amortizing	14,500,000.00	14,347,262.00	14,336,674.88	6.71	170	88	4.401	4.462
Federal Agency Coupon Securities	98,139,000.00	94,230,962.40	97,201,290.33	45.46	836	530	2.218	2.248
Federal Agency Disc. -Amortizing	3,000,000.00	2,895,009.00	2,894,761.66	1.35	311	271	4.874	4.942
Treasury Coupon Securities	95,500,000.00	90,141,509.00	94,081,173.69	44.00	1,133	664	1.548	1.570
Investments	216,432,120.76	206,907,863.16	213,807,021.32	100.00%	925	546	2.092	2.121

Total Earnings	December 31 Month Ending	Fiscal Year To Date
Current Year	372,194.65	1,525,675.84
Average Daily Balance	215,202,855.04	
Effective Rate of Return	2.04%	

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

Roger J. Wisecup II, CPA 1-11-2023
 Roger J Wisecup II, City Treasurer

**US TREASURY CONSTANT MATURITY RATES
PERIOD ENDING DECEMBER 31, 2022
3 YEAR COMPARISON**

	<u>December 31, 2022</u>	<u>December 31, 2021</u>	<u>December 31, 2020</u>
3 Months	4.42%	0.06%	0.09%
6 Months	4.76%	0.19%	0.09%
1 Year	4.73%	0.39%	0.10%
2 Years	4.41%	0.73%	0.13%
3 Years	4.22%	0.97%	0.17%
5 Years	3.99%	1.26%	0.36%

Reporting period 12/01/2022-12/31/2022

Run Date: 01/13/2023 - 16:08

Portfolio 2023
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Report Ver. 7.3.11

**Investments FY 2022-2023
Portfolio Management
Portfolio Details - Investments
December 31, 2022**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity	Maturity Date
Certificates of Deposit												
795014296	795014296	US Bank		10/16/2019	5,000,000.00	5,000,000.00	5,000,000.00	1.780	1.756	1.780	151	06/01/2023
Subtotal and Average			5,000,000.00		5,000,000.00	5,000,000.00	5,000,000.00		1.756	1.780	151	
Money Market												
SYS4531558874B	4531558874	First Interstate Bank			293,120.76	293,120.76	293,120.76	0.300	0.296	0.300	1	
Subtotal and Average			293,088.14		293,120.76	293,120.76	293,120.76		0.296	0.300	1	
Passbook/Checking Accounts												
SYS6952311634B	6952311634B	Wells Fargo			0.00	0.00	0.00	0.150	0.148	0.150	1	
Subtotal and Average			0.00		0.00	0.00	0.00		0.000	0.000	0	
Commercial Paper Disc. -Amortizing												
46640QNX5	1047-22	JP Morgan Commercial Paper		06/17/2022	1,500,000.00	1,496,445.00	1,496,437.50	2.850	2.952	2.993	30	01/31/2023
46640QQD6	1048-22	JP Morgan Commercial Paper		06/17/2022	1,500,000.00	1,490,835.00	1,490,829.17	3.100	3.209	3.253	71	03/13/2023
46640QPT2	1072-22	JP Morgan Commercial Paper		10/26/2022	1,500,000.00	1,489,500.00	1,489,502.50	4.420	4.488	4.551	57	02/27/2023
62455BTM7	1078-22	MountCliff Funding		11/22/2022	2,000,000.00	1,952,032.00	1,951,455.00	5.110	5.298	5.372	171	06/21/2023
62479MPF4	1075-22A	Misubishi Union Financial of J		11/15/2022	1,500,000.00	1,491,735.00	1,491,731.25	4.410	4.460	4.522	45	02/15/2023
62479MPF4	1075-22B	Misubishi Union Financial of J		11/15/2022	1,000,000.00	994,490.00	994,487.50	4.410	4.460	4.522	45	02/15/2023
62479MSF1	1076-22A	Misubishi Union Financial of J		11/15/2022	1,500,000.00	1,472,805.00	1,472,809.17	4.870	4.992	5.062	134	05/15/2023
62479MSF1	1076-22B	Misubishi Union Financial of J		11/15/2022	1,000,000.00	981,870.00	981,872.78	4.870	4.992	5.062	134	05/15/2023
62479MQU0	1077-22	Misubishi Union Financial of J		11/22/2022	2,000,000.00	1,977,740.00	1,977,735.56	4.660	***.***	***.***	86	03/28/2023
69448XQX3	1065-22	Pacific Life		10/06/2022	1,000,000.00	999,810.00	989,814.45	4.120	4.205	4.263	89	03/31/2023
Subtotal and Average			14,939,422.00		14,500,000.00	14,347,262.00	14,336,674.88		***.***	***.***	88	
Federal Agency Coupon Securities												
31422B3F5	0962-20	Farmer Mac		11/20/2020	1,000,000.00	895,635.00	1,000,000.00	0.600	0.592	0.600	1,054	11/20/2025
3133EMQQ8	0977-21A	Federal Farm Credit		03/02/2021	1,000,000.00	921,466.00	999,243.23	0.300	0.336	0.341	681	11/12/2024
3133EMQQ8	0977-21B	Federal Farm Credit		03/02/2021	1,500,000.00	1,382,199.00	1,498,864.85	0.300	0.336	0.341	681	11/12/2024
3133EM3S9	0999-21	Federal Farm Credit		09/09/2021	2,000,000.00	1,956,122.00	2,000,189.34	0.200	0.178	0.180	176	06/26/2023
3133ENAU4	1008-21	Federal Farm Credit		10/15/2021	2,000,000.00	1,930,072.00	1,998,510.74	0.270	0.361	0.366	284	10/12/2023
3133EMVP4	1019-22A	Federal Farm Credit		01/20/2022	1,500,000.00	1,481,263.50	1,497,587.70	0.125	0.686	0.696	102	04/13/2023
3133EMVP4	1019-22B	Federal Farm Credit		01/20/2022	1,000,000.00	987,509.00	998,391.80	0.125	0.686	0.696	102	04/13/2023
3133ELG81	1026-22	Federal Farm Credit		02/11/2022	1,000,000.00	980,880.00	995,951.57	0.300	1.222	1.239	158	06/08/2023
3133ENLY4	1040-22A	Federal Farm Credit		05/20/2022	1,500,000.00	1,440,141.00	1,476,655.34	1.040	2.504	2.539	389	01/25/2024
3133ENLY4	1040-22B	Federal Farm Credit		05/20/2022	1,000,000.00	960,094.00	984,436.89	1.040	2.504	2.539	389	01/25/2024

Portfolio 2023

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**Investments FY 2022-2023
Portfolio Management
Portfolio Details - Investments
December 31, 2022**

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity	Maturity Date
Federal Agency Coupon Securities												
3133ENXQ8	1045-22A	Federal Farm Credit		06/13/2022	1,500,000.00	1,479,000.00	1,482,347.83	2.800	3.188	3.232	1,059	11/25/2025
3133ENXQ8	1045-22B	Federal Farm Credit		06/13/2022	1,000,000.00	986,000.00	988,231.88	2.800	3.188	3.232	1,059	11/25/2025
3133ELUF9	1053-22A	Federal Farm Credit		07/29/2022	1,300,000.00	1,290,108.30	1,294,968.65	0.790	2.664	2.701	73	03/15/2023
3133ELUF9	1053-22B	Federal Farm Credit		07/29/2022	1,379,000.00	1,368,507.19	1,373,662.90	0.790	2.664	2.701	73	03/15/2023
3133ENJ84	1058-22	Federal Farm Credit		09/09/2022	1,000,000.00	980,455.75	998,374.20	3.375	3.505	3.554	603	08/26/2024
3133ENL40	1059-22	Federal Farm Credit		09/13/2022	1,000,000.00	979,027.00	998,942.60	3.500	3.516	3.565	621	09/13/2024
3133EMHH8	1069-22	Federal Farm Credit		10/14/2022	2,500,000.00	2,195,077.50	2,186,325.59	0.660	4.646	4.710	1,242	05/27/2026
3133ENL40	1084-22	Federal Farm Credit		11/30/2022	1,500,000.00	1,479,769.67	1,484,874.15	3.500	4.523	4.585	621	09/13/2024
3130AL4V3	0975-21	Federal Home Loan Bank		02/22/2021	1,000,000.00	889,001.00	997,804.46	0.300	0.573	0.581	1,143	02/17/2026
3130AKXB7	0978-21	Federal Home Loan Bank		03/15/2021	1,000,000.00	883,873.00	992,072.48	0.580	0.829	0.841	1,137	02/11/2026
3130ALKS2	0979-21A	Federal Home Loan Bank		03/17/2021	1,500,000.00	1,421,665.50	1,499,818.83	0.375	0.380	0.385	439	03/15/2024
3130ALKS2	0979-21B	Federal Home Loan Bank		03/17/2021	1,000,000.00	947,777.00	999,879.22	0.375	0.380	0.385	439	03/15/2024
3130ALVT8	0980-21	Federal Home Loan Bank		04/14/2021	2,650,000.00	2,402,977.60	2,648,084.20	0.500	1.101	1.116	1,199	04/14/2026
3130ALTV6	0984-21A	Federal Home Loan Bank		04/20/2021	1,500,000.00	1,403,250.00	1,500,000.00	0.450	0.444	0.450	561	07/15/2024
3130ALTV6	0984-21B	Federal Home Loan Bank		04/20/2021	1,000,000.00	935,500.00	1,000,000.00	0.450	0.444	0.450	561	07/15/2024
3130ALVQ4	0985-21A	Federal Home Loan Bank		04/30/2021	1,500,000.00	1,401,234.00	1,499,818.29	0.450	0.452	0.458	572	07/26/2024
3130ALVQ4	0985-21B	Federal Home Loan Bank		04/30/2021	1,000,000.00	934,156.00	999,878.86	0.450	0.452	0.458	572	07/26/2024
3130AMV66	0991-21A	Federal Home Loan Bank		07/01/2021	1,500,000.00	1,403,193.00	1,497,756.27	0.330	0.425	0.431	544	06/28/2024
3130AMV66	0991-21B	Federal Home Loan Bank		07/01/2021	1,000,000.00	935,462.00	998,504.18	0.330	0.425	0.431	544	06/28/2024
3130AMZQ8	0992-21	Federal Home Loan Bank		07/01/2021	1,500,000.00	1,397,997.00	1,500,000.00	0.510	0.503	0.510	607	08/30/2024
3130ANKM1	0994-21	Federal Home Loan Bank		09/03/2021	2,000,000.00	1,820,644.00	2,000,000.00	0.600	0.592	0.600	878	05/28/2025
3130ANYM6	1001-21	Federal Home Loan Bank		09/13/2021	1,000,000.00	969,796.00	999,495.74	0.125	0.199	0.202	239	08/28/2023
3130ANR28	1002-21	Federal Home Loan Bank		09/13/2021	1,000,000.00	930,535.00	999,433.33	0.375	0.403	0.409	621	09/13/2024
3130AQ7J6	1013-21A	Federal Home Loan Bank		12/29/2021	1,500,000.00	1,453,965.00	1,500,000.00	0.650	0.641	0.650	271	09/29/2023
3130AQ7J6	1013-21B	Federal Home Loan Bank		12/29/2021	1,000,000.00	969,310.00	1,000,000.00	0.650	0.641	0.650	271	09/29/2023
3130AQ7K3	1016-21	Federal Home Loan Bank		12/29/2021	1,000,000.00	960,644.00	1,000,000.00	0.780	0.769	0.780	362	12/29/2023
3130ANYM6	1038-22	Federal Home Loan Bank		05/09/2022	1,500,000.00	1,454,694.00	1,478,291.00	0.125	2.338	2.370	239	08/28/2023
3130AS2B4	1039-22	Federal Home Loan Bank		05/26/2022	1,000,000.00	990,036.00	1,000,000.00	2.250	2.219	2.250	145	05/26/2023
3130AS6D6	1043-22	Federal Home Loan Bank		06/14/2022	1,500,000.00	1,461,849.00	1,500,000.00	2.875	2.836	2.875	530	06/14/2024
3130ARHG9	1044-22	Federal Home Loan Bank		06/13/2022	1,500,000.00	1,455,120.00	1,487,439.15	2.125	2.831	2.870	423	02/28/2024
3130AFW94	1052-22A	Federal Home Loan Bank		07/15/2022	1,500,000.00	1,462,399.50	1,490,944.38	2.500	3.015	3.057	408	02/13/2024
3130AFW94	1052-22B	Federal Home Loan Bank		07/15/2022	1,000,000.00	974,933.00	993,962.92	2.500	3.015	3.057	408	02/13/2024
3130ASHK8	1055-22	Federal Home Loan Bank		08/04/2022	1,000,000.00	977,485.00	999,219.40	3.125	3.136	3.180	530	06/14/2024
3130AMNR9	1056-22	Federal Home Loan Bank		08/05/2022	1,810,000.00	1,676,745.99	1,724,710.49	0.625	3.166	3.210	696	11/27/2024
3130AQT4	1057-22A	Federal Home Loan Bank		08/05/2022	1,500,000.00	1,397,542.83	1,439,567.86	1.100	3.166	3.210	743	01/13/2025
3130AQT4	1057-22B	Federal Home Loan Bank		08/05/2022	1,000,000.00	931,695.22	959,711.90	1.100	3.166	3.210	743	01/13/2025

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity	Maturity Date
Federal Agency Coupon Securities												
3130AS6N4	1060-22	Federal Home Loan Bank		09/13/2022	1,500,000.00	1,450,734.00	1,482,922.81	3.250	3.694	3.746	887	06/06/2025
3130ASZD4	1061-22	Federal Home Loan Bank		09/13/2022	1,500,000.00	1,475,160.58	1,501,563.14	4.130	4.091	4.148	970	08/28/2025
3130AT7A9	1062-22	Federal Home Loan Bank		09/29/2022	1,500,000.00	1,476,814.50	1,500,000.00	4.000	3.945	4.000	1,002	09/29/2025
3130A3GE8	1064-22	Federal Home Loan Bank		09/14/2022	1,500,000.00	1,449,811.50	1,474,627.78	2.750	3.610	3.660	712	12/13/2024
3130AT3H8	1067-22	Federal Home Loan Bank		10/14/2022	1,500,000.00	1,482,660.75	1,485,512.79	3.375	4.571	4.634	432	03/08/2024
3130ARHG9	1073-22	Federal Home Loan Bank		11/09/2022	1,000,000.00	974,270.97	973,987.37	2.125	4.778	4.845	423	02/28/2024
3130ATKJ5	1081-22	Federal Home Loan Bank		11/22/2022	2,000,000.00	2,002,151.72	2,001,976.93	4.375	4.744	4.810	432	03/08/2024
3130ATYD3	1082-22	Federal Home Loan Bank		11/30/2022	1,000,000.00	1,000,038.00	1,000,000.00	5.125	5.055	5.125	513	05/28/2024
3130A3GE8	1085-22	Federal Home Loan Bank		11/30/2022	1,000,000.00	966,541.00	965,924.75	2.750	4.537	4.600	712	12/13/2024
3130AU6T6	1086-22	Federal Home Loan Bank		12/12/2022	1,500,000.00	1,499,130.00	1,499,175.92	4.750	4.744	4.810	345	12/12/2023
3130AU6P4	1087-22	Federal Home Loan Bank		12/15/2022	1,000,000.00	1,001,460.00	1,001,411.33	4.750	4.577	4.640	470	04/15/2024
3130AUC44	1088-22A	Federal Home Loan Bank		12/30/2022	1,500,000.00	1,500,000.00	1,500,000.00	4.781	4.722	4.787	207	07/27/2023
3130AUC44	1088-22B	Federal Home Loan Bank		12/30/2022	1,000,000.00	1,000,000.00	1,000,000.00	4.781	4.722	4.787	207	07/27/2023
3134GXBD5	0960-20	Federal Home Loan Mortgage Co.		11/20/2020	1,000,000.00	940,635.00	1,000,000.00	0.360	0.355	0.360	500	05/15/2024
3134GWXC5	0961-20	Federal Home Loan Mortgage Co.		11/20/2020	1,000,000.00	945,588.00	1,000,000.00	0.350	0.345	0.350	453	03/29/2024
3134GXBD5	1003-21	Federal Home Loan Mortgage Co.		09/15/2021	1,500,000.00	1,410,952.50	1,500,000.00	0.360	0.355	0.360	500	05/15/2024
3134GXAY0	1004-21	Federal Home Loan Mortgage Co.		09/15/2021	1,500,000.00	1,442,208.00	1,500,601.54	0.300	0.250	0.254	316	11/13/2023
3137EAES4	1024-22	Federal Home Loan Mortgage Co.		02/02/2022	1,000,000.00	978,295.00	996,875.00	0.250	0.886	0.898	176	06/26/2023
3134GXVF8	1050-22	Federal Home Loan Mortgage Co.		06/23/2022	1,500,000.00	1,453,183.50	1,489,837.86	3.000	3.314	3.360	722	12/23/2024
3134GY5C2	1083-22	Federal Home Loan Mortgage Co.		11/30/2022	1,000,000.00	999,921.00	1,000,000.00	5.000	4.932	5.000	696	11/27/2024
3135G0T94	1017-21	Federal Nat'l Mtg. Assoc.		12/10/2021	1,500,000.00	1,498,533.00	1,501,521.88	2.375	0.335	0.340	18	01/19/2023
3135G05G4	1027-22	Federal Nat'l Mtg. Assoc.		02/11/2022	1,000,000.00	976,770.00	994,690.18	0.250	1.256	1.274	190	07/10/2023
3135G05G4	1033-22	Federal Nat'l Mtg. Assoc.		04/18/2022	3,000,000.00	2,930,310.00	2,973,061.09	0.250	1.962	1.990	190	07/10/2023
3135G0U43	1051-22A	Federal Nat'l Mtg. Assoc.		07/14/2022	1,500,000.00	1,479,504.00	1,498,648.92	2.875	2.964	3.005	254	09/12/2023
3135G0U43	1051-22B	Federal Nat'l Mtg. Assoc.		07/14/2022	1,000,000.00	986,336.00	999,099.28	2.875	2.964	3.005	254	09/12/2023
3135G0W66	1063-22	Federal Nat'l Mtg. Assoc.		09/14/2022	1,500,000.00	1,423,237.50	1,446,872.88	1.625	3.664	3.715	653	10/15/2024
3135G0W66	1074-22	Federal Nat'l Mtg. Assoc.		11/09/2022	1,000,000.00	949,908.33	949,026.66	1.625	4.638	4.703	653	10/15/2024
Subtotal and Average			94,771,322.44		98,139,000.00	94,230,962.40	97,201,290.33		2.218	2.248	530	
Federal Agency Disc. -Amortizing												
313384MH9	1079-22	Federal Home Loan Bank		11/22/2022	3,000,000.00	2,895,009.00	2,894,761.66		4.874	4.942	271	09/29/2023
Subtotal and Average			2,888,936.66		3,000,000.00	2,895,009.00	2,894,761.66		4.874	4.942	271	
Treasury Coupon Securities												
912828R69	0860-19	U.S. Treasury		03/08/2019	3,000,000.00	2,963,907.00	2,990,289.32	1.625	2.426	2.459	150	05/31/2023
9128284S6	0893-19	U.S. Treasury		11/04/2019	6,000,000.00	5,954,064.00	6,028,898.01	2.750	1.519	1.540	150	05/31/2023

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Treasury Coupon Securities												
912828XT2	0982-21	U.S. Treasury		04/15/2021	6,000,000.00	5,780,628.00	6,135,975.26	2.000	0.379	0.384	516	05/31/2024
912828ZT0	0983-21	U.S. Treasury		04/15/2021	6,000,000.00	5,443,128.00	5,941,082.76	0.250	0.654	0.663	881	05/31/2025
912828D56	0986-21A	U.S. Treasury		05/14/2021	1,500,000.00	1,447,266.00	1,548,679.43	2.375	0.355	0.360	592	08/15/2024
912828D56	0986-21B	U.S. Treasury		05/14/2021	1,000,000.00	964,844.00	1,032,452.95	2.375	0.355	0.360	592	08/15/2024
912828ZT0	0988-21	U.S. Treasury		06/11/2021	4,000,000.00	3,628,752.00	3,974,724.41	0.250	0.508	0.515	881	05/31/2025
912828XT2	0989-21	U.S. Treasury		06/11/2021	3,000,000.00	2,890,314.00	3,072,734.60	2.000	0.271	0.275	516	05/31/2024
912828YH7	0990-21A	U.S. Treasury		06/18/2021	1,500,000.00	1,424,062.50	1,527,003.35	1.500	0.454	0.460	638	09/30/2024
912828YH7	0990-21B	U.S. Treasury		06/18/2021	1,000,000.00	949,375.00	1,018,002.23	1.500	0.454	0.460	638	09/30/2024
91282CBU4	0998-21	U.S. Treasury		09/09/2021	1,500,000.00	1,484,296.50	1,499,908.19	0.125	0.148	0.150	89	03/31/2023
912828D58	1000-21	U.S. Treasury		09/09/2021	1,500,000.00	1,480,782.00	1,529,534.19	2.875	0.222	0.225	272	09/30/2023
91282CCD1	1006-21	U.S. Treasury		10/15/2021	3,000,000.00	2,945,625.00	2,998,221.44	0.125	0.266	0.270	150	05/31/2023
91282CAK7	1007-21	U.S. Treasury		10/15/2021	2,000,000.00	1,937,188.00	1,996,959.60	0.125	0.337	0.342	257	09/15/2023
91282CAW1	1009-21	U.S. Treasury		10/15/2021	2,000,000.00	1,923,126.00	1,997,682.12	0.250	0.378	0.384	318	11/15/2023
912828XT2	1010-21	U.S. Treasury		10/15/2021	6,000,000.00	5,780,628.00	6,124,594.63	2.000	0.511	0.518	516	05/31/2024
912828ZT0	1011-21	U.S. Treasury		10/15/2021	4,000,000.00	3,628,752.00	3,949,158.68	0.250	0.775	0.785	881	05/31/2025
91282CCF6	1012-21	U.S. Treasury		10/15/2021	3,500,000.00	3,121,016.50	3,470,347.33	0.750	0.991	1.005	1,246	05/31/2026
91282CBG5	1020-22	U.S. Treasury		01/21/2022	1,000,000.00	996,563.00	999,652.22	0.125	0.542	0.550	30	01/31/2023
91282CBN0	1021-22	U.S. Treasury		01/21/2022	1,000,000.00	993,281.00	999,248.21	0.125	0.592	0.600	58	02/28/2023
91282CBU4	1022-22	U.S. Treasury		01/21/2022	1,000,000.00	989,531.00	998,702.10	0.125	0.651	0.660	89	03/31/2023
91282CBX8	1023-22	U.S. Treasury		01/21/2022	1,000,000.00	985,625.00	998,101.26	0.125	0.700	0.710	119	04/30/2023
91282CCF6	1032-22	U.S. Treasury		04/14/2022	9,000,000.00	8,025,471.00	8,453,312.86	0.750	2.605	2.641	1,246	05/31/2026
9128284S6	1034-22	U.S. Treasury		04/18/2022	1,500,000.00	1,488,516.00	1,504,933.08	2.750	1.910	1.936	150	05/31/2023
91282CBA8	1035-22	U.S. Treasury		04/18/2022	1,000,000.00	957,813.00	979,699.10	0.125	2.277	2.309	348	12/15/2023
91282CDR9	1036-22	U.S. Treasury		04/18/2022	2,000,000.00	1,922,812.00	1,968,727.89	0.750	2.328	2.361	364	12/31/2023
912828ZS2	1037-22	U.S. Treasury		04/18/2022	4,500,000.00	3,858,048.00	4,084,845.89	0.500	2.719	2.756	1,611	05/31/2027
912828U57	1041-22A	U.S. Treasury		05/20/2022	1,500,000.00	1,465,312.50	1,496,579.34	2.125	2.348	2.381	333	11/30/2023
912828U57	1041-22B	U.S. Treasury		05/20/2022	1,000,000.00	976,875.00	997,719.56	2.125	2.348	2.381	333	11/30/2023
912828XT2	1042-22	U.S. Treasury		05/23/2022	2,000,000.00	1,926,876.00	1,986,035.18	2.000	2.476	2.510	516	05/31/2024
912828S35	1049-22	U.S. Treasury		06/17/2022	1,500,000.00	1,476,328.50	1,488,616.07	1.375	2.908	2.948	180	06/30/2023
91282CDM0	1066-22	U.S. Treasury		10/14/2022	1,500,000.00	1,443,046.50	1,446,579.57	0.500	4.487	4.550	333	11/30/2023
91282CBV2	1068-22	U.S. Treasury		10/14/2022	1,500,000.00	1,419,375.00	1,422,449.20	0.375	4.517	4.579	470	04/15/2024
912828X88	1070-22	U.S. Treasury		10/14/2022	5,000,000.00	4,659,375.00	4,618,132.56	2.375	4.260	4.320	1,595	05/15/2027
912828ZS2	1071-22	U.S. Treasury		10/14/2022	1,000,000.00	857,344.00	849,385.80	0.500	4.242	4.301	1,611	05/31/2027
912828V23	1080-22	U.S. Treasury		11/22/2022	2,000,000.00	1,951,562.00	1,952,205.30	2.250	4.673	4.738	364	12/31/2023
Subtotal and Average			95,052,892.71		95,500,000.00	90,141,509.00	94,081,173.69		1.548	1.570	664	

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity	Maturity Date
Treasury Discounts -Amortizing												
			Subtotal and Average									
			2,257,193.10									
			Total and Average		216,432,120.76	206,907,863.16	213,807,021.32		263.694	267.356	546	

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CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	YTM 360	YTM 365	Days to Maturity
		Average Balance	0.00								0
		Total Cash and Investments	215,202,855.04		216,432,120.76	206,907,863.16	213,807,021.32		263.694	267.356	546

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CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase Date	YTM 360	YTM 365	Payment Dates	Accrued Interest At Purchase	Current Principal	Book Value
Certificates of Deposit												
795014296	795014296	USB	5,000,000.00	1.780	06/01/2023	10/16/2019	1.756	1.780	12/01 - 06/01		5,000,000.00	5,000,000.00
Certificates of Deposit Totals			5,000,000.00				1.756	1.780		0.00	5,000,000.00	5,000,000.00
Money Market												
SYS4531558874B	4531558874	FIB	293,120.76	0.300			0.296	0.300	08/01 - Monthly		293,120.76	293,120.76
Money Market Totals			293,120.76				0.296	0.300		0.00	293,120.76	293,120.76
Passbook/Checking Accounts												
SYS6952311634B	6952311634B	WF	0.00	0.150			0.148	0.150	08/01 - Monthly		0.00	0.00
Passbook/Checking Accounts Totals			0.00				0.000	0.000		0.00	0.00	0.00
Commercial Paper Disc. -Amortizing												
46640QNX5	1047-22	JPM	1,500,000.00	2.850	01/31/2023	06/17/2022	2.952	2.993	01/31 - At Maturity		1,472,925.00	1,496,437.50
46640QQD6	1048-22	JPM	1,500,000.00	3.100	03/13/2023	06/17/2022	3.209	3.253	03/13 - At Maturity		1,465,254.17	1,490,829.17
46640QPT2	1072-22	JPM	1,500,000.00	4.420	02/27/2023	10/26/2022	4.488	4.551	02/27 - At Maturity		1,477,163.33	1,489,502.50
62455BTM7	1078-22	MCFUND	2,000,000.00	5.110	06/21/2023	11/22/2022	5.298	5.372	06/21 - At Maturity		1,940,099.44	1,951,455.00
62479MPF4	1075-22A	MUFGBK	1,500,000.00	4.410	02/15/2023	11/15/2022	4.460	4.522	02/15 - At Maturity		1,483,095.00	1,491,731.25
62479MPF4	1075-22B	MUFGBK	1,000,000.00	4.410	02/15/2023	11/15/2022	4.460	4.522	02/15 - At Maturity		988,730.00	994,487.50
62479MSF1	1076-22A	MUFGBK	1,500,000.00	4.870	05/15/2023	11/15/2022	4.992	5.062	05/15 - At Maturity		1,463,272.09	1,472,809.17
62479MSF1	1076-22B	MUFGBK	1,000,000.00	4.870	05/15/2023	11/15/2022	4.992	5.062	05/15 - At Maturity		975,514.72	981,872.78
62479MQU0	1077-22	MUFGBK	2,000,000.00	4.660	03/28/2023	11/22/2022	***	***	03/28 - At Maturity		1,967,380.00	1,977,735.56
69448XQX3	1065-22	PACLST	1,000,000.00	4.120	03/31/2023	10/06/2022	4.205	4.263	03/31 - At Maturity		979,857.78	989,814.45
Commercial Paper Disc. -Amortizing Totals			14,500,000.00				***	***		0.00	14,213,291.53	14,336,674.88
Federal Agency Coupon Securities												
31422B3F5	0962-20	FAMCA	1,000,000.00	0.600	11/20/2025	11/20/2020	0.592	0.600	05/20 - 11/20		1,000,000.00	1,000,000.00
3133EMQQ8	0977-21A	FFCB	1,000,000.00	0.300	11/12/2024	03/02/2021	0.336	0.341	05/12 - 11/12	Received	998,500.00	999,243.23
3133EMQQ8	0977-21B	FFCB	1,500,000.00	0.300	11/12/2024	03/02/2021	0.336	0.341	05/12 - 11/12	Received	1,497,750.00	1,498,864.85
3133EM3S9	0999-21	FFCB	2,000,000.00	0.200	06/26/2023	09/09/2021	0.178	0.180	12/26 - 06/26	Received	2,000,700.00	2,000,189.34
3133ENAU4	1008-21	FFCB	2,000,000.00	0.270	10/12/2023	10/15/2021	0.361	0.366	04/12 - 10/12	Received	1,996,200.00	1,998,510.74
3133EMVP4	1019-22A	FFCB	1,500,000.00	0.125	04/13/2023	01/20/2022	0.686	0.696	04/13 - 10/13	Received	1,489,523.04	1,497,587.70
3133EMVP4	1019-22B	FFCB	1,000,000.00	0.125	04/13/2023	01/20/2022	0.686	0.696	04/13 - 10/13	Received	993,015.35	998,391.80
3133ELG81	1026-22	FFCB	1,000,000.00	0.300	06/08/2023	02/11/2022	1.222	1.239	06/08 - 12/08	Received	987,700.00	995,951.57
3133ENLY4	1040-22A	FFCB	1,500,000.00	1.040	01/25/2024	05/20/2022	2.504	2.539	07/25 - 01/25	Received	1,463,220.00	1,476,655.34

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Federal Agency Coupon Securities												
3133ENLY4	1040-22B	FFCB	1,000,000.00	1.040	01/25/2024	05/20/2022	2.504	2.539	07/25 - 01/25	Received	975,480.00	984,436.89
3133ENXQ8	1045-22A	FFCB	1,500,000.00	2.800	11/25/2025	06/13/2022	3.188	3.232	11/25 - 05/25	Received	1,479,000.00	1,482,347.83
3133ENXQ8	1045-22B	FFCB	1,000,000.00	2.800	11/25/2025	06/13/2022	3.188	3.232	11/25 - 05/25	Received	986,000.00	988,231.88
3133ELUF9	1053-22A	FFCB	1,300,000.00	0.790	03/15/2023	07/29/2022	2.664	2.701	09/15 - 03/15	Received	1,284,634.00	1,294,968.65
3133ELUF9	1053-22B	FFCB	1,379,000.00	0.790	03/15/2023	07/29/2022	2.664	2.701	09/15 - 03/15	Received	1,362,700.22	1,373,662.90
3133ENJ84	1058-22	FFCB	1,000,000.00	3.375	08/26/2024	09/09/2022	3.505	3.554	02/26 - 08/26	1,218.75	996,620.00	998,374.20
3133ENL40	1059-22	FFCB	1,000,000.00	3.500	09/13/2024	09/13/2022	3.516	3.565	03/13 - 09/13		998,756.00	998,942.60
3133EMHH8	1069-22	FFCB	2,500,000.00	0.660	05/27/2026	10/14/2022	4.646	4.710	11/27 - 05/27	Received	2,166,625.00	2,186,325.59
3133ENL40	1084-22	FFCB	1,500,000.00	3.500	09/13/2024	11/30/2022	4.523	4.585	03/13 - 09/13	11,229.17	1,472,310.00	1,484,874.15
3130AL4V3	0975-21	FHLB	1,000,000.00	0.300	02/17/2026	02/22/2021	0.573	0.581	08/17 - 02/17	Received	996,500.00	997,804.46
3130AKXB7	0978-21	FHLB	1,000,000.00	0.580	02/11/2026	03/15/2021	0.829	0.841	08/11 - 02/11	Received	987,500.00	992,072.48
3130ALKS2	0979-21A	FHLB	1,500,000.00	0.375	03/15/2024	03/17/2021	0.380	0.385	09/15 - 03/15	Received	1,499,550.00	1,499,818.83
3130ALKS2	0979-21B	FHLB	1,000,000.00	0.375	03/15/2024	03/17/2021	0.380	0.385	09/15 - 03/15	Received	999,700.00	999,879.22
3130ALVT8	0980-21	FHLB	2,650,000.00	0.500	04/14/2026	04/14/2021	1.101	1.116	10/14 - 04/14		2,647,085.00	2,648,084.20
3130ALTV6	0984-21A	FHLB	1,500,000.00	0.450	07/15/2024	04/20/2021	0.444	0.450	07/15 - 01/15	Received	1,500,000.00	1,500,000.00
3130ALTV6	0984-21B	FHLB	1,000,000.00	0.450	07/15/2024	04/20/2021	0.444	0.450	07/15 - 01/15	Received	1,000,000.00	1,000,000.00
3130ALVQ4	0985-21A	FHLB	1,500,000.00	0.450	07/26/2024	04/30/2021	0.452	0.458	10/26 - 04/26	Received	1,499,625.00	1,499,818.29
3130ALVQ4	0985-21B	FHLB	1,000,000.00	0.450	07/26/2024	04/30/2021	0.452	0.458	10/26 - 04/26	Received	999,750.00	999,878.86
3130AMV66	0991-21A	FHLB	1,500,000.00	0.330	06/28/2024	07/01/2021	0.425	0.431	12/28 - 06/28	Received	1,495,500.00	1,497,756.27
3130AMV66	0991-21B	FHLB	1,000,000.00	0.330	06/28/2024	07/01/2021	0.425	0.431	12/28 - 06/28	Received	997,000.00	998,504.18
3130AMZQ8	0992-21	FHLB	1,500,000.00	0.510	08/30/2024	07/01/2021	0.503	0.510	12/30 - 06/30	Received	1,500,000.00	1,500,000.00
3130ANKM1	0994-21	FHLB	2,000,000.00	0.600	05/28/2025	09/03/2021	0.592	0.600	02/28 - 08/28	Received	2,000,000.00	2,000,000.00
3130ANYM6	1001-21	FHLB	1,000,000.00	0.125	08/28/2023	09/13/2021	0.199	0.202	02/28 - 08/28	Received	998,500.00	999,495.74
3130ANR28	1002-21	FHLB	1,000,000.00	0.375	09/13/2024	09/13/2021	0.403	0.409	03/13 - 09/13	Received	999,000.00	999,433.33
3130AQ7J6	1013-21A	FHLB	1,500,000.00	0.650	09/29/2023	12/29/2021	0.641	0.650	03/29 - 09/29		1,500,000.00	1,500,000.00
3130AQ7J6	1013-21B	FHLB	1,000,000.00	0.650	09/29/2023	12/29/2021	0.641	0.650	03/29 - 09/29		1,000,000.00	1,000,000.00
3130AQ7K3	1016-21	FHLB	1,000,000.00	0.780	12/29/2023	12/29/2021	0.769	0.780	06/29 - 12/29		1,000,000.00	1,000,000.00
3130ANYM6	1038-22	FHLB	1,500,000.00	0.125	08/28/2023	05/09/2022	2.338	2.370	08/28 - 02/28	Received	1,457,040.00	1,478,291.00
3130AS2B4	1039-22	FHLB	1,000,000.00	2.250	05/26/2023	05/26/2022	2.219	2.250	11/26 - 05/26		1,000,000.00	1,000,000.00
3130AS6D6	1043-22	FHLB	1,500,000.00	2.875	06/14/2024	06/14/2022	2.836	2.875	12/14 - 06/14		1,500,000.00	1,500,000.00
3130ARHG9	1044-22	FHLB	1,500,000.00	2.125	02/28/2024	06/13/2022	2.831	2.870	08/28 - 02/28	Received	1,481,475.00	1,487,439.15
3130AFW94	1052-22A	FHLB	1,500,000.00	2.500	02/13/2024	07/15/2022	3.015	3.057	08/13 - 02/13	Received	1,487,205.00	1,490,944.38
3130AFW94	1052-22B	FHLB	1,000,000.00	2.500	02/13/2024	07/15/2022	3.015	3.057	08/13 - 02/13	Received	991,470.00	993,962.92
3130ASHK8	1055-22	FHLB	1,000,000.00	3.125	06/14/2024	08/04/2022	3.136	3.180	12/14 - 06/14	Received	999,000.00	999,219.40
3130AMNR9	1056-22	FHLB	1,810,000.00	0.625	11/27/2024	08/05/2022	3.166	3.210	11/28 - 05/28	Received	1,706,558.50	1,724,710.49

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Federal Agency Coupon Securities												
3130AOGT4	1057-22A	FHLB	1,500,000.00	1.100	01/13/2025	08/05/2022	3.166	3.210	01/13 - 07/13	1,008.33	1,426,305.01	1,439,567.86
3130AOGT4	1057-22B	FHLB	1,000,000.00	1.100	01/13/2025	08/05/2022	3.166	3.210	01/13 - 07/13	672.22	950,870.00	959,711.90
3130AS6N4	1060-22	FHLB	1,500,000.00	3.250	06/06/2025	09/13/2022	3.694	3.746	12/06 - 06/06	Received	1,480,815.00	1,482,922.81
3130ASZD4	1061-22	FHLB	1,500,000.00	4.130	08/28/2025	09/13/2022	4.091	4.148	02/28 - 08/28	2,237.08	1,499,250.00	1,501,563.14
3130AT7A9	1062-22	FHLB	1,500,000.00	4.000	09/29/2025	09/29/2022	3.945	4.000	03/29 - 09/29		1,500,000.00	1,500,000.00
3130A3GE8	1064-22	FHLB	1,500,000.00	2.750	12/13/2024	09/14/2022	3.610	3.660	12/13 - 06/13	Received	1,470,760.50	1,474,627.78
3130AT3H8	1067-22	FHLB	1,500,000.00	3.375	03/08/2024	10/14/2022	4.571	4.634	03/08 - 09/08	7,031.25	1,474,601.16	1,485,512.79
3130ARHG9	1073-22	FHLB	1,000,000.00	2.125	02/28/2024	11/09/2022	4.778	4.845	02/28 - 08/28	4,190.97	966,030.00	973,987.37
3130ATKJ5	1081-22	FHLB	2,000,000.00	4.375	03/08/2024	11/22/2022	4.744	4.810	03/08 - 09/08	11,909.72	1,989,160.00	2,001,976.93
3130ATYD3	1082-22	FHLB	1,000,000.00	5.125	05/28/2024	11/30/2022	5.055	5.125	05/28 - 11/28		1,000,000.00	1,000,000.00
3130A3GE8	1085-22	FHLB	1,000,000.00	2.750	12/13/2024	11/30/2022	4.537	4.600	12/13 - 06/13	Received	964,420.00	965,924.75
3130AU6T6	1086-22	FHLB	1,500,000.00	4.750	12/12/2023	12/12/2022	4.744	4.810	06/12 - 12/12		1,499,130.00	1,499,175.92
3130AU6P4	1087-22	FHLB	1,000,000.00	4.750	04/15/2024	12/15/2022	4.577	4.640	04/15 - 10/15		1,001,460.00	1,001,411.33
3130AUC44	1088-22A	FHLB	1,500,000.00	4.781	07/27/2023	12/30/2022	4.722	4.787	01/27 - 07/27		1,500,000.00	1,500,000.00
3130AUC44	1088-22B	FHLB	1,000,000.00	4.781	07/27/2023	12/30/2022	4.722	4.787	01/27 - 07/27		1,000,000.00	1,000,000.00
3134GXBD5	0960-20	FHLMC	1,000,000.00	0.360	05/15/2024	11/20/2020	0.355	0.360	05/15 - 11/15	Received	1,000,000.00	1,000,000.00
3134GWXC5	0961-20	FHLMC	1,000,000.00	0.350	03/29/2024	11/20/2020	0.345	0.350	03/29 - 09/29	Received	1,000,000.00	1,000,000.00
3134GXBD5	1003-21	FHLMC	1,500,000.00	0.360	05/15/2024	09/15/2021	0.355	0.360	11/15 - 05/15	Received	1,500,000.00	1,500,000.00
3134GXAY0	1004-21	FHLMC	1,500,000.00	0.300	11/13/2023	09/15/2021	0.250	0.254	11/13 - 05/13	Received	1,501,500.00	1,500,601.54
3137EAES4	1024-22	FHLMC	1,000,000.00	0.250	06/26/2023	02/02/2022	0.886	0.898	06/26 - 12/26	Received	991,000.00	996,875.00
3134GXVF8	1050-22	FHLMC	1,500,000.00	3.000	12/23/2024	06/23/2022	3.314	3.360	12/23 - 06/23		1,487,154.60	1,489,837.86
3134GY5C2	1083-22	FHLMC	1,000,000.00	5.000	11/27/2024	11/30/2022	4.932	5.000	05/27 - 11/27		1,000,000.00	1,000,000.00
3135G0T94	1017-21	FNMA	1,500,000.00	2.375	01/19/2023	12/10/2021	0.335	0.340	01/19 - 07/19	Received	1,533,735.00	1,501,521.88
3135G05G4	1027-22	FNMA	1,000,000.00	0.250	07/10/2023	02/11/2022	1.256	1.274	07/10 - 01/10	Received	985,700.00	994,690.18
3135G05G4	1033-22	FNMA	3,000,000.00	0.250	07/10/2023	04/18/2022	1.962	1.990	07/10 - 01/10	Received	2,937,000.00	2,973,061.09
3135G0U43	1051-22A	FNMA	1,500,000.00	2.875	09/12/2023	07/14/2022	2.964	3.005	09/12 - 03/12	Received	1,497,750.00	1,498,648.92
3135G0U43	1051-22B	FNMA	1,000,000.00	2.875	09/12/2023	07/14/2022	2.964	3.005	09/12 - 03/12	Received	998,500.00	999,099.28
3135G0W66	1063-22	FNMA	1,500,000.00	1.625	10/15/2024	09/14/2022	3.664	3.715	10/15 - 04/15	Received	1,438,045.86	1,446,872.88
3135G0W66	1074-22	FNMA	1,000,000.00	1.625	10/15/2024	11/09/2022	4.638	4.703	04/18 - 10/18	1,083.33	943,740.00	949,026.66
Federal Agency Coupon Securities Totals			98,139,000.00				2.218	2.248		40,580.82	96,928,119.24	97,201,290.33
Federal Agency Disc. -Amortizing												
313384MH9	1079-22	FHLB	3,000,000.00		09/29/2023	11/22/2022	4.874	4.942	09/29 - At Maturity		2,879,228.33	2,894,761.66
Federal Agency Disc. -Amortizing Totals			3,000,000.00				4.874	4.942		0.00	2,879,228.33	2,894,761.66

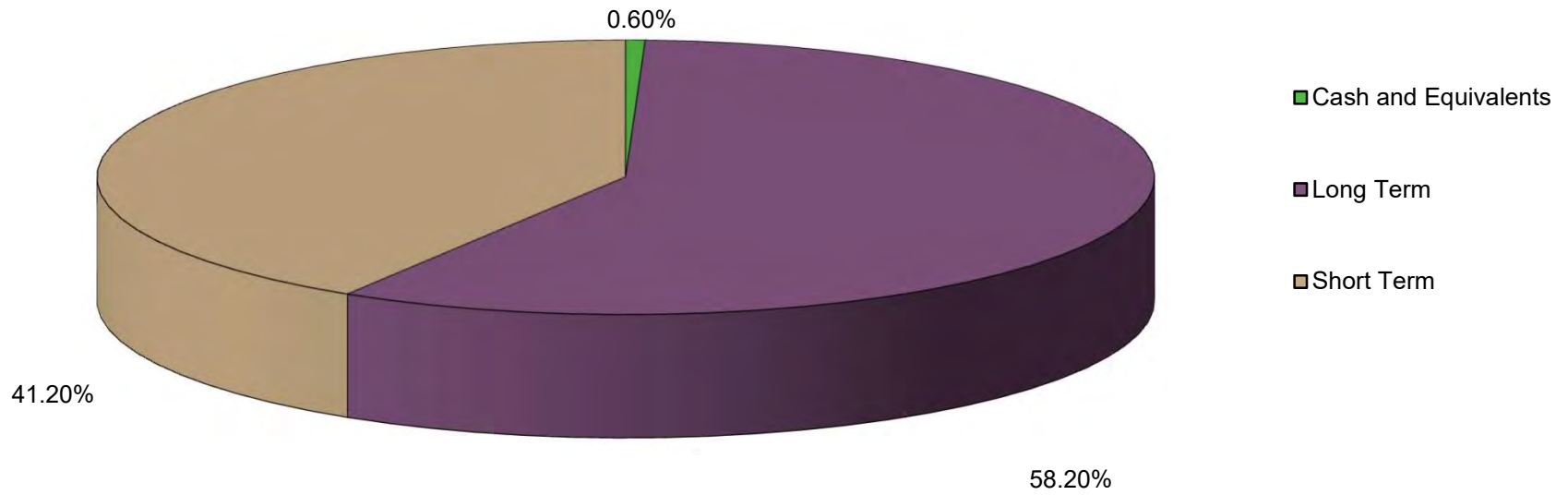
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CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase Date	YTM 360	YTM 365	Payment Dates	Accrued Interest At Purchase	Current Principal	Book Value
Treasury Coupon Securities												
912828R69	0860-19	US TRE	3,000,000.00	1.625	05/31/2023	03/08/2019	2.426	2.459	05/31 - 11/30	Received	2,899,980.00	2,990,289.32
9128284S6	0893-19	US TRE	6,000,000.00	2.750	05/31/2023	11/04/2019	1.519	1.540	11/30 - 05/31	Received	6,251,220.00	6,028,898.01
912828XT2	0982-21	US TRE	6,000,000.00	2.000	05/31/2024	04/15/2021	0.379	0.384	05/31 - 11/30	Received	6,300,937.50	6,135,975.26
912828ZT0	0983-21	US TRE	6,000,000.00	0.250	05/31/2025	04/15/2021	0.654	0.663	05/31 - 11/30	Received	5,899,218.75	5,941,082.76
912828D56	0986-21A	US TRE	1,500,000.00	2.375	08/15/2024	05/14/2021	0.355	0.360	08/15 - 02/15	Received	1,597,770.00	1,548,679.43
912828D56	0986-21B	US TRE	1,000,000.00	2.375	08/15/2024	05/14/2021	0.355	0.360	08/15 - 02/15	Received	1,065,180.00	1,032,452.95
912828ZT0	0988-21	US TRE	4,000,000.00	0.250	05/31/2025	06/11/2021	0.508	0.515	11/30 - 05/31	Received	3,958,400.00	3,974,724.41
912828XT2	0989-21	US TRE	3,000,000.00	2.000	05/31/2024	06/11/2021	0.271	0.275	11/30 - 05/31	Received	3,152,940.00	3,072,734.60
912828YH7	0990-21A	US TRE	1,500,000.00	1.500	09/30/2024	06/18/2021	0.454	0.460	09/30 - 03/31	Received	1,550,790.00	1,527,003.35
912828YH7	0990-21B	US TRE	1,000,000.00	1.500	09/30/2024	06/18/2021	0.454	0.460	09/30 - 03/31	Received	1,033,860.00	1,018,002.23
91282CBU4	0998-21	US TRE	1,500,000.00	0.125	03/31/2023	09/09/2021	0.148	0.150	09/30 - 03/31	Received	1,499,414.06	1,499,908.19
9128285D8	1000-21	US TRE	1,500,000.00	2.875	09/30/2023	09/09/2021	0.222	0.225	09/30 - 03/31	Received	1,581,544.76	1,529,534.19
91282CCD1	1006-21	US TRE	3,000,000.00	0.125	05/31/2023	10/15/2021	0.266	0.270	11/30 - 05/31	Received	2,992,968.75	2,998,221.44
91282CAK7	1007-21	US TRE	2,000,000.00	0.125	09/15/2023	10/15/2021	0.337	0.342	03/15 - 09/15	Received	1,991,718.75	1,996,959.60
91282CAW1	1009-21	US TRE	2,000,000.00	0.250	11/15/2023	10/15/2021	0.378	0.384	11/15 - 05/15	Received	1,994,453.13	1,997,682.12
912828XT2	1010-21	US TRE	6,000,000.00	2.000	05/31/2024	10/15/2021	0.511	0.518	11/30 - 05/31	Received	6,231,562.50	6,124,594.63
912828ZT0	1011-21	US TRE	4,000,000.00	0.250	05/31/2025	10/15/2021	0.775	0.785	11/30 - 05/31	Received	3,923,593.75	3,949,158.68
91282CCF6	1012-21	US TRE	3,500,000.00	0.750	05/31/2026	10/15/2021	0.991	1.005	11/30 - 05/31	Received	3,459,804.69	3,470,347.33
91282CBG5	1020-22	US TRE	1,000,000.00	0.125	01/31/2023	01/21/2022	0.542	0.550	01/31 - 07/31	Received	995,652.73	999,652.22
91282CBN0	1021-22	US TRE	1,000,000.00	0.125	02/28/2023	01/21/2022	0.592	0.600	02/28 - 08/31	Received	994,776.39	999,248.21
91282CBU4	1022-22	US TRE	1,000,000.00	0.125	03/31/2023	01/21/2022	0.651	0.660	03/31 - 09/30	Received	993,670.92	998,702.10
91282CBX8	1023-22	US TRE	1,000,000.00	0.125	04/30/2023	01/21/2022	0.700	0.710	04/30 - 10/31	Received	992,596.52	998,101.26
91282CCF6	1032-22	US TRE	9,000,000.00	0.750	05/31/2026	04/14/2022	2.605	2.641	05/31 - 11/30	Received	8,338,359.38	8,453,312.86
9128284S6	1034-22	US TRE	1,500,000.00	2.750	05/31/2023	04/18/2022	1.910	1.936	05/31 - 11/30	Received	1,513,417.97	1,504,933.08
91282CBA8	1035-22	US TRE	1,000,000.00	0.125	12/15/2023	04/18/2022	2.277	2.309	06/15 - 12/15	Received	964,648.44	979,699.10
91282CDR9	1036-22	US TRE	2,000,000.00	0.750	12/31/2023	04/18/2022	2.328	2.361	06/30 - 12/31	Received	1,946,562.50	1,968,727.89
912828ZS2	1037-22	US TRE	4,500,000.00	0.500	05/31/2027	04/18/2022	2.719	2.756	05/31 - 11/30	Received	4,018,359.38	4,084,845.89
912828U57	1041-22A	US TRE	1,500,000.00	2.125	11/30/2023	05/20/2022	2.348	2.381	05/31 - 11/30	Received	1,494,257.81	1,496,579.34
912828U57	1041-22B	US TRE	1,000,000.00	2.125	11/30/2023	05/20/2022	2.348	2.381	05/31 - 11/30	Received	996,171.87	997,719.56
912828XT2	1042-22	US TRE	2,000,000.00	2.000	05/31/2024	05/23/2022	2.476	2.510	05/31 - 11/30	Received	1,980,000.00	1,986,035.18
912828S35	1049-22	US TRE	1,500,000.00	1.375	06/30/2023	06/17/2022	2.908	2.948	06/30 - 12/31	Received	1,476,093.75	1,488,616.07
91282CDM0	1066-22	US TRE	1,500,000.00	0.500	11/30/2023	10/14/2022	4.487	4.550	11/30 - 05/31	Received	1,433,906.25	1,446,579.57
91282CBV2	1068-22	US TRE	1,500,000.00	0.375	04/15/2024	10/14/2022	4.517	4.579	10/15 - 04/15	Received	1,409,414.06	1,422,449.20
912828X88	1070-22	US TRE	5,000,000.00	2.375	05/15/2027	10/14/2022	4.260	4.320	11/15 - 05/15	Received	4,599,218.75	4,618,132.56
912828ZS2	1071-22	US TRE	1,000,000.00	0.500	05/31/2027	10/14/2022	4.242	4.301	11/30 - 05/31	Received	842,000.00	849,385.80

**Investments FY 2022-2023
Portfolio Management
Investment Status Report - Investments
December 31, 2022**

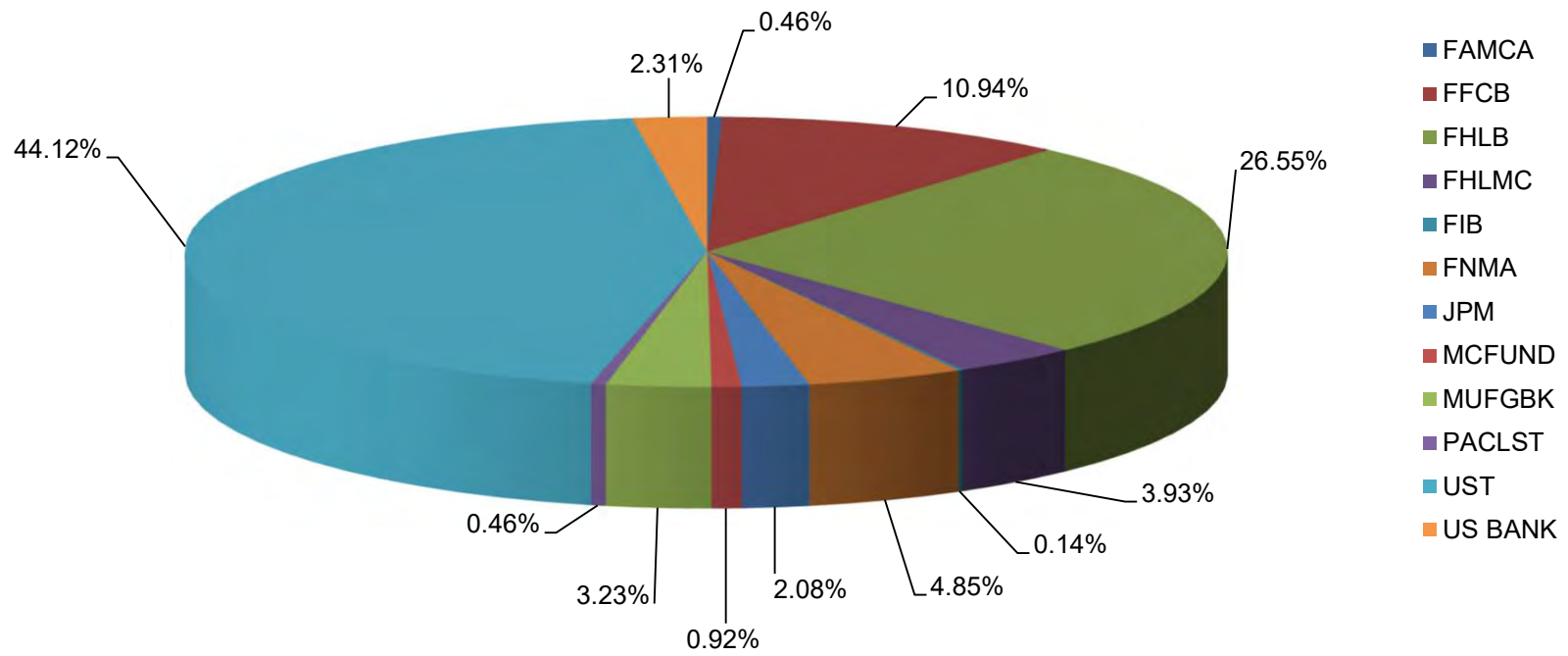
CUSIP	Investment #	Issuer	Par Value	Stated Rate	Maturity Date	Purchase Date	YTM 360	YTM 365	Payment Dates	Accrued Interest At Purchase	Current Principal	Book Value
Treasury Coupon Securities												
912828V23	1080-22	US TRE	2,000,000.00	2.250	12/31/2023	11/22/2022	4.673	4.738	12/31 - 06/30	Received	1,946,953.13	1,952,205.30
Treasury Coupon Securities Totals			95,500,000.00				1.548	1.570		0.00	94,321,416.49	94,081,173.69
Investment Totals			216,432,120.76				263.694	267.356		40,580.82	213,635,176.35	213,807,021.32

Portfolio by Asset Class



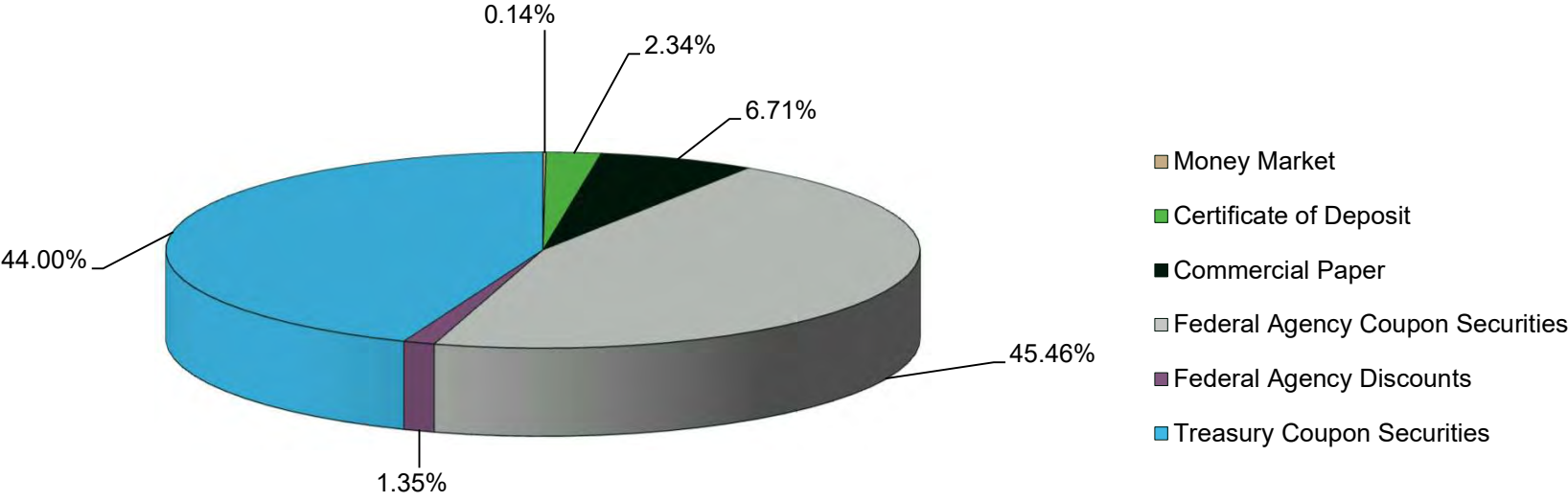
For Quarter Ending December 31, 2022

Par Value by Issuer Graph



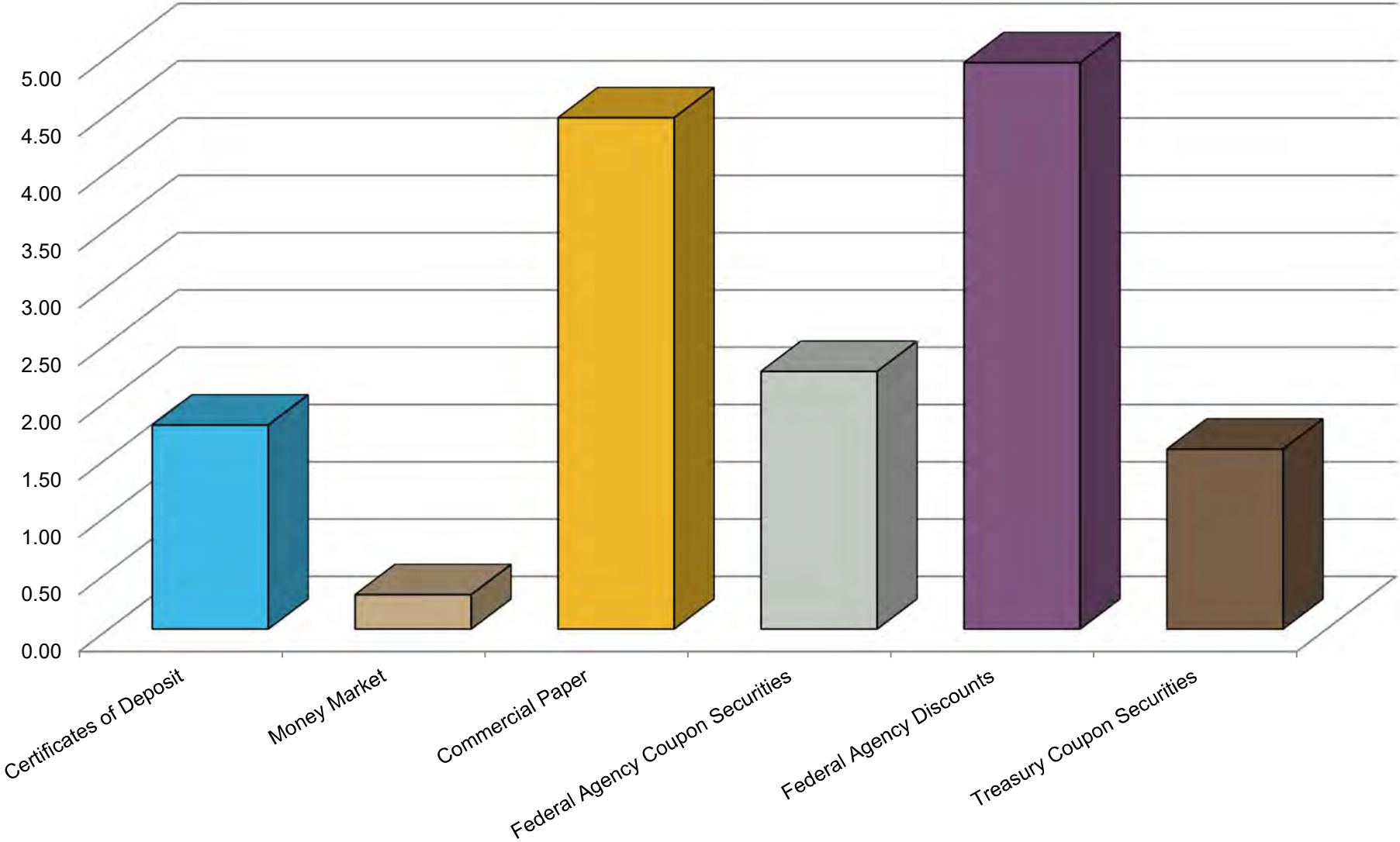
For Quarter Ending December 31, 2022

Book Value By Investment Type



For Quarter Ending December 31, 2022

Investment Yield by Type



For Quarter Ending December 31, 2022

ITEM # 14
DATE 01/24/23
DEPT: Adm

COUNCIL ACTION FORM

SUBJECT: ENCROACHMENT PERMIT FOR SIGN ON BUILDING AT 301 MAIN STREET, SUITE 105

BACKGROUND:

The tenant in the building at 301 Main Street, Suite 105, Life Distilled LLC, is seeking approval for a sign outside the building that is 14 inches high by 40 inches wide.

The sign will require an Encroachment Permit since it extends over City right of way. Chapter 22.3(3) of the *Ames Municipal Code* requires approval of the Encroachment Permit Agreement by the Ames City Council before the Permit can be issued. By signing the Agreement, the applicant and owner agree to hold harmless the City of Ames against any loss or liability as a result of the encroachment, to submit a certificate of liability insurance that protects the City in case of an accident, and to pay the fee for the Encroachment Permit. The applicant and owner also understand that this approval may be revoked at any time by the City Council.

The fee for this permit was calculated at \$25, and the full amount has been received by the City Clerk's Office along with the certificate of liability insurance.

ALTERNATIVES:

1. Approve the requested Encroachment Permit
2. Deny the request for an Encroachment Permit

CITY MANAGER'S RECOMMENDED ACTION:

The application and encroachment permit agreement have been reviewed by City staff and meet the requirements to issue a permit. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, thereby granting the Encroachment Permit for the sign.



For Office Use Only

Documents Received

Date: _____
___ Completed Application
___ Certificate of Inspections sent to PW, P&H, Building Official on _____
___ Review by DRC needed?

Fees
Fee Amount _____
Date Fee Paid _____

Insurance
___ Received _____
___ Approved _____

Agreement
___ Two originals prepared
___ Signed agreements returned

CC Meeting Date _____
___ Added to agenda
___ CAF prepared on T Drive

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

Notes

ENCROACHMENT PERMIT APPLICATION

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

Applicant is: Property Owner Tenant Contractor

Applicant Name Jennifer Pollard

Address of Encroachment 301 Main Street, Suite 105

City Ames State Iowa Zip Code 50010

Type of Encroachment: Sign

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

Total Square Feet of the Area to Encroach: 0

(See attached submittal guidelines.)

Property Owner Name 301 Main, LLC

Mailing Address PO Box 1611

City Ames State IA Zip Code 50010-1611

Daytime Phone 515.598.7525 Cell Phone 515.509.0370

E-mail: Abigail.Miller@oeiinc.com

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

An Encroachment Permit Agreement approved as to form by the City Attorney and signed by the owner of the building where the encroachment will occur (obtained from the City Clerk's Office).

A sketch of the encroaching item (i.e., sign, canopy, awning, etc.) drawn to scale.

A sketch showing the placement of the encroaching item on the property.

An insurance certificate with comprehensive general liability coverage in an amount of not less than \$500,000 combined single limit naming the City of Ames as an additional insured on the policy. Said certificate must be accompanied with a copy of Endorsement CG 2013.

A fee to be determined by the City's Building Official. The fee is \$1.00 per square foot of the encroachment or a minimum of \$25.00.

Applicant's Signature Jennifer A R Pollard Date 11/9/2022

Property Owner's Signature Date 11/11/2022

Submit your completed permit application to: rknutser@city.ames.ia.us
City of Ames
City Clerk's Office
PO Box 811
Ames, IA 50010



PROOF

ATTENTION! It is your responsibility to read and check this proof carefully and thoroughly. By approving this proof, you are accepting all responsibility for undetected errors. Changes made to the proof may result in delays and additional costs. If proof is not approved within 30 days, the customer may be charged for creative time. This design is the sole property of Sign Pro. Any duplication in whole or in part without the express written consent of Sign Pro is strictly prohibited.

Order Date:
8/8/2022

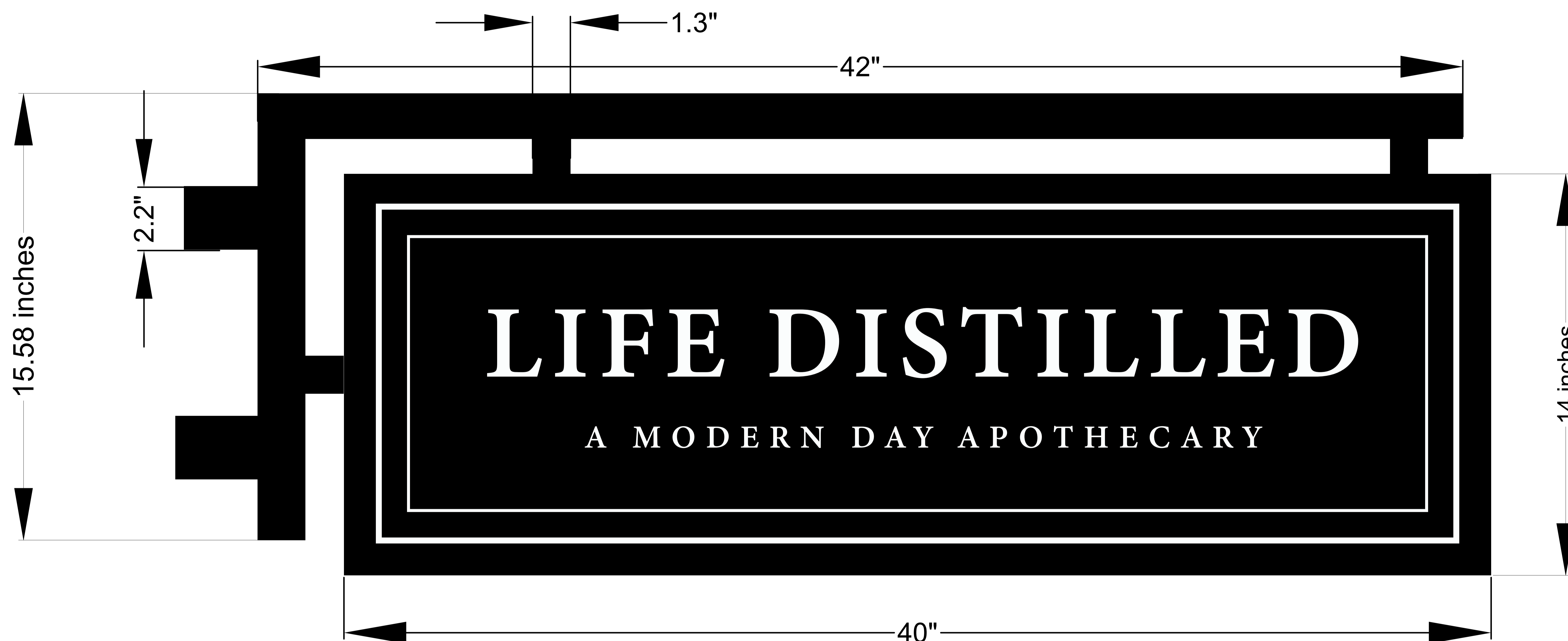
Customer:
Life Distilled

Ordered by:
Jenny

Job #:
37645

Due Date:

JOB NOTES



Qty:1 (Two 1 Sided Signs)
14"h x 40"w Blade Sign
White Hp Vinyl Applied to Black sign frame
Attached By Fabricated Metal Bracket
Installed



619 S. 4th Street
Ames, Iowa 50010
515-232-4500 • SignProAmes.com

PAGE 1/1

DESIGN: 15 Min - TH
PRODUCTION:
INSTALL:
CUSTOMER CALLED:

ITEM #: 15
DATE: 01-24-23
DEPT: P & R

COUNCIL ACTION FORM

SUBJECT: WELLMARK GRANT APPLICATION FOR EMMA MCCARTHY LEE PICKLEBALL COURTS AND INIS GROVE TENNIS COURT RESURFACING PROJECT

BACKGROUND:

The Wellmark Foundation is accepting applications for a Built Environment Match Grant (MATCH) that can be pursued to help fund the Emma McCarthy Lee Park pickleball court project and Inis Grove Park tennis court resurfacing project.

MATCH specifically supports infrastructure and man-made systems, such as community design, parks, trails, and other amenities that make it easy to engage in active living that is likely to increase physical activity for all age groups. MATCH grant funding is made available to 501(c)(3) organizations or governmental entities within the states of Iowa or South Dakota, and funding is restricted to these states. In 2022, approximately \$2.4 million of MATCH grants were awarded.

MATCH requests up to \$100,000 are permissible. Applicants are required to have a dollar-for-dollar match requirement, with at least one-half of that amount in cash. Existing capital funds budgeted for each project are available for the match requirement.

Funds received from the grant would be utilized to ensure adequate funding in order to complete each project to its entirety and include amenities such as, but not limited to, LED lighting, windscreens, and new net posts.

The application is due February 15, 2023. Staff is working with representatives from the Ames Pickleball Club on the application. Applicants will be notified of funding decisions by May 31, 2023, and grant dollars would be distributed in September 2023. Grantees would have until December 31, 2025, to complete projects and use The Wellmark Foundation grant dollars.

ALTERNATIVES:

1. Approve a resolution authorizing the submittal of The Wellmark Foundation Built Environment Match Grant application for the Emma McCarthy Lee Pickleball Court project and Inis Grove tennis court resurfacing project in the amount of \$100,000.
2. Do not submit The Wellmark Foundation Built Environment Match Grant application.

CITY MANAGER'S RECOMMENDED ACTION:

Uncertainties in the construction market, rising cost estimates, and an unsuccessful initial request for bids for the Emma McCarthy Lee pickleball project has raised questions as to whether enough funding will be available to complete the project as desired. Due to these funding concerns, any opportunity to secure additional funding should be pursued. The project could also be enhanced with the Wellmark funds by adding components (LED lighting, windscreens, etc.) that are currently not included in the project.

The City Council is only being asked to approve submitting a MATCH grant application at this time and will have an opportunity at a future meeting to accept or deny a grant award if the City receives an award. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1.

ITEM#: 16
 DATE: 01-24-23
 DEPT: PW

COUNCIL ACTION FORM

**SUBJECT: FY 2022/23 & 2023/24 AMES PLAN 2040 WATER UTILITY
 INFRASTRUCTURE – (LINCOLN WAY & US HIGHWAY 69)**

BACKGROUND:

This program involves extension of public water infrastructure into priority tiers identified in Ames Plan 2040. By installing the water systems proactively, this opens the development ability for lands in the adopted growth tiers. **This project includes extending a new 12” water main along Lincoln Way to County Line Road and 14” water main along US Highway 69 from Ken Maril Road to south past waterway.**

Staff has completed plans and specifications for this contract with a total estimated construction cost of \$789,160 for the base bid and \$64,060 for the add alternate to bore a creek crossing further to the south to avoid a future expenditure at the time of development. **These elements bring the total estimated costs for the base bid plus add alternate to \$853,220.**

Revenue and expenses associated with this program are estimated as follows:

	Available Revenue	Estimated Expenses
22/23 American Rescue Plan Act (ARPA)	\$ 320,000.00	
23/24 American Rescue Plan Act (ARPA)	\$ 759,680.50	
Construction (Base Bid)		\$ 789,160.00
Construction (Add Alternate) -		\$ 64,060.00
Engineering/Administration		\$ 128,000.00
	<u>\$1,079,680.50</u>	<u>\$ 981,220.00</u>

ALTERNATIVES:

1. Approve the plans and specifications for the 2022/23 & 2023/24 Ames Plan 2040 Water Utility Infrastructure – (Lincoln Way & US Highway 69) project and establish February 22, 2023, as the date of letting and February 28, 2023, as the date for report of bids.
2. Direct staff to revise the project.

CITY MANAGER’S RECOMMENDED ACTION:

Approving these plans and specifications will extend public water infrastructure into priority one of tiers shown in the Growth Plan 2040. **Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.**

COUNCIL ACTION FORM

SUBJECT: **AIRPORT UNDERGROUND ELECTRIC LINE CROSSING**

BACKGROUND:

Recent additions to the Bricktowne Development along S. Duff Avenue and the ISU Research Park have placed increased demand on the City's electric system south of U.S. Hwy. 30. To support this growth and provide for increased reliability, Electric Services staff plans to install a buried electric line that would cross underneath the Ames Airport, and would tie the feeder serving the ISU Research Park (South Riverside Drive) to South Duff Avenue, via the Bricktowne Development (see attached map).

Electric Services retained Bolton & Menk to design this project, including preparation of plans and specifications and completion of the necessary documentation to obtain approval from the Federal Aviation Administration (FAA) for the underground electric line. A contractor will be retained to install the substructure (conduit and vaults) for this line. Once complete, City electric crews will pull the cable and terminate the line.

The Engineer's estimate of the cost to install the substructure is \$200,000. The cable will be taken from inventory and charged to this project. The FY 2022/23 Operating Budget for Underground System Improvements includes \$331,000 for this work.

ALTERNATIVES:

1. Approve preliminary plans and specifications for the Airport Underground Line Crossing, and set March 1, 2023, as the due date for bids and March 14, 2023, as the date of public hearing and award of contract.
2. Do not proceed with the project.

CITY MANAGER'S RECOMMENDED ACTION:

This work is necessary to support existing and future growth south of U.S. 30. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1 as stated above.



Ames Airport

J.O. E23-xxx

Proposed Buried Electric Line Crossing

MEI 1/16/23



ITEM #: 18
DATE: 01-24-23
DEPT: W&PC

COUNCIL ACTION FORM

**SUBJECT: PLANS AND SPECIFICATIONS AND NOTICE TO BIDDERS FOR
NORTH RIVER VALLEY WELL FIELD AND PIPELINE PROJECT**

BACKGROUND:

The City's source water management strategy since the mid-1970s has been to avoid a need to ration water when experiencing a drought similar to that experienced in 1975-76. As old wells fail and need to be replaced, and as demand for treated water increases, additional water supply wells must be constructed.

The North River Valley Well Field and Pipeline Project will provide a combination of new and replacement water supply capacity. The potential for a productive aquifer formation in the flood plain to the north and east of the Skunk River was identified through detailed hydraulic modeling, which was subsequently confirmed by drilling test wells. Water quality was also tested, which confirmed the absence of PFAS compounds, and found the groundwater to be suitable as a drinking water supply.

The project will construct three new wells and interconnecting pipeline to the Water Treatment Plant. It will also include new fiber optic communication conveyed to the Water Treatment Plant for well controls and security measures. **The three new wells, to be located north of North River Valley Park, will be connected to the existing standby generator located at the Water Treatment Plant to provide emergency power to the wells.**

On June 28, 2016, City Council awarded a contract to HDR Engineering for design of the new water wells. The final design is complete, and the Iowa Department of Natural Resources has issued a construction permit. Staff is ready to re-issue a Notice to Bidders. The Engineer's estimate of probable construction costs is \$5,596,980.

This project was bid previously, but the bids that were received were significantly greater than the Engineer's estimate, predominately due to the electrical work required. The project engineer believes now is a better time to bid the project in order to receive more favorable bids.

The authorized funding is summarized below.

TOTAL PROJECT FUNDING

Water Fund	
Prior Years	\$ 671,540
FY 2022/23 Adjusted	653,279
Drinking Water SRF Loan	6,508,000
Total Available Funding	\$ 7,832,819

When the project was originally budgeted, it was intended to be funded entirely from the Water Fund. When the costs increased, staff switched the construction portion to a Drinking Water SRF loan. Since procurement of the early expenses did not include the required SRF front-end language, staff is unsure if they will be eligible expenses under the SRF program. Staff intends to submit all expenses for inclusion in the SRF loan. However, the rate projections assumed that the early expenses would be deemed ineligible and are shown coming from the Water Fund as a “worst case” scenario.

The updated project budget is shown below.

TOTAL PROJECT EXPENSES

Test Drilling	\$ 43,127
Engineering, Legal, Admin	
Previous Years	509,662
Remaining	217,706
Land	109,038
SRF Loan Origination Fees (0.5%)	42,500
Construction (Engineer’s Estimate)	5,596,980
Contingency (~15%)	980,987
Total Project Expenses	\$ 7,500,000

A Drinking Water State Revolving Fund (DW SRF) loan in the amount up to \$8,500,000 has been identified as the funding source for the construction of these new wells. Repayment of the loan will be from water utility revenues. The not-to-exceed loan amount was established to cover potential cost increases and change orders; the City will ultimately borrow only the amount actually needed to fund the project.

ALTERNATIVES:

1. Approve plans and specifications and issue a Notice to Bidders, establishing March 3, 2023 as the bid due date and March 14, 2023 as the date of public hearing.
2. Do not approve the plans and specifications and a Notice to Bidders.

CITY MANAGER'S RECOMMENDED ACTION:

The most cost-effective location for constructing the next well field has been identified in the flood plain north of East 13th Street and east of the Skunk River. Constructing the new wells will provide for replacement capacity as old wells fail as well as securing additional source water capacity for future growth. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.

ITEM#: 19
 DATE: 01/24/23
 DEPT: PW

COUNCIL ACTION FORM

SUBJECT: 2021/22 SHARED USE PATH SYSTEM EXPANSION – IOWAY CREEK

BACKGROUND:

This program provides for construction of shared use paths on street rights-of-way, adjacent to streets, and through greenbelts. **This project will construct a shared use path along loway Creek from S. 5th Street to 0.5 miles east of S. Duff Avenue, as shown on the attachment.** Staff has been working with WHKS & Co. of Ames, Iowa, to complete plans and specifications for the project. **The total estimated construction cost is \$1,036,998.92.**

The table below shows the revenues and expenses for this project:

	Revenue	Expenses
Local Option Sales Tax	\$521,800	
AAMPO Trans. Alternative Prog. Funds (80% of Construction, up to \$728,000)	728,000	
Construction (Estimated)		\$1,036,998.92
Engineering & Admin. (Estimated)		180,000.00
TOTALS	\$1,249,800	\$1,216,998.92

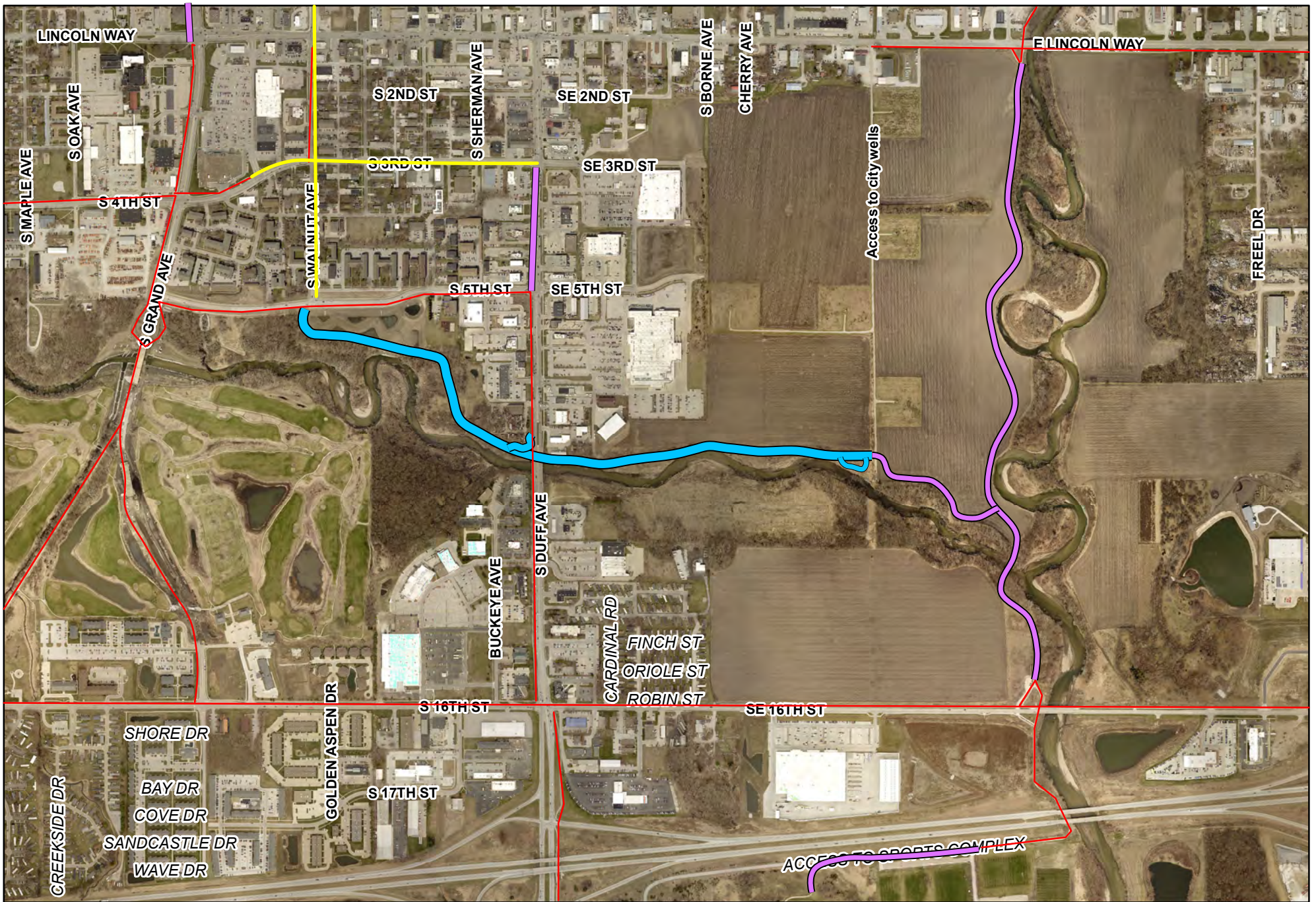
This project is scheduled to have a February 21, 2023, letting conducted through the Iowa Department of Transportation (DOT). Construction is anticipated to occur in 2023.

ALTERNATIVES:

1. Approve plans and specifications for the 2021/22 Shared Use Path System Expansion – loway Creek project and establish February 21, 2023, as the date of letting and February 28, 2023, as the date for the report of bids.
2. Do not approve this project.

CITY MANAGER’S RECOMMENDED ACTION:

Approval of the plans and specifications will continue to keep this project on the Iowa DOT’s February 21, 2023, letting schedule. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.



2021/22 Shared Use Path (loway Creek)

- Project Location
- Future Shared Use Path Connections
- Existing Off-Street Bike Facility
- Existing On-Street Bike Facility



1 inch = 1,000 feet

ITEM #: 20
 DATE: 01-24-23
 DEPT: PW

COUNCIL ACTION FORM

SUBJECT: 2022/23 SHARED USE PATH MAINTENANCE

BACKGROUND:

This program provides for shared use maintenance activities such as patching, joint repairs, and micro-surfacing, as well as complete replacement. Locations are determined using a condition inventory, visual inspection of paths, and input from users. Improvements will enhance safety, usability, and improve the aesthetics of the path/trail system.

This project focuses on crack and joint sealing that occurs in asphalt paths due to expansion and contraction of the pavement during seasonal temperature extremes. This project will also include a seal coat on shared use paths following joint sealing. A list of proposed project locations is below:

2022/23 Shared Use Path Maintenance Locations

LOCATION DESCRIPTION	MAINTENANCE ACTIVITY
Lincoln Swing (Abraham to Beedle)	Joint Seal and Seal Coat
Franklin Park (west side)	Joint Seal and Seal Coat
Mortensen Road (South Dakota to Dotson)	Seal Coat Only (Joint Sealed in 2022)
Mortensen Road (Dotson to East)	Joint Seal and Seal Coat
Middle School (Football Field to State Avenue)	Seal Coat Only (Joint Sealed in 2022)
Stange Road (Veenker to GW Carver)	Seal Coat Only (Joint Sealed in 2022)
High School (Furman Aquatic Center to Iowa Creek to Ames High)	Joint Seal and Seal Coat
South Duff (Howe's Welding to Ioway Creek)	Joint Seal and Seal Coat
South Duff (Ioway Creek to Chestnut)	Joint Seal and Seal Coat
South Duff (Chestnut to S 16th)	Joint Seal and Seal Coat
South Duff (SE 16th to Hwy 30 Off Ramp)	Joint Seal and Seal Coat
South Duff (Hwy 30 Off Ramp to Billy Sunday Road)	Joint Seal and Seal Coat
Billy Sunday (Fire Station 3 to Ames Dog Park)	Joint Seal and Seal Coat

Staff has completed plans and specifications with estimated costs of \$128,430. There is \$125,000 of Local Option Sales Tax allocated for this program annually in the Capital Improvement Plan. Carryovers of unspent funds in prior years has resulted in an available balance of approximately \$146,060 to fund this project.

ALTERNATIVES:

1. Approve plans and specifications for the 2022/2023 Shared Use Path Maintenance project and establish February 22, 2023, as the date of letting and February 28, 2023, as the date for the report of bids.
2. Direct staff to make changes to the project.

CITY MANAGER'S RECOMMENDED ACTION:

The project will aid in extending the lifespan of these asphalt paths and enhance the user experience by repairing joints that are not level with the rest of the path. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1.

ITEM #: 21
 DATE: 01-24-23
 DEPT: PW

COUNCIL ACTION FORM

SUBJECT: 2022/2023 PAVEMENT RESTORATION – SLURRY SEAL PROGRAM

BACKGROUND:

The Slurry Seal Program is an annual program applying a variety of preventative and proactive maintenance techniques to preserve and enhance street pavements. The techniques in this program are typically more specialized or larger in scope than can be performed by City maintenance staff. **The Slurry Seal Program levels joints and provides a new thin wearing surface for traffic, predominately on residential streets, limiting the typical disruption to residents to no more than one day.**

Staff has completed plans and specifications with estimated costs of \$211,072.50. There is \$250,000 of Road Use Tax funding allocated to this program annually in the Capital Improvement Plan, of which \$241,218 remains available for this project. A list of proposed project locations is shown below:

Slurry Seal Proposed Locations	
Hunziker Drive	Roosevelt to Ferndale
Harding Avenue	10th to 13th
Harding Avenue	13th to 16th
Bel Air Drive	16th To Coolidge
Bel Air Circle	
Arthur Drive	Bel Air to Coolidge
Arthur Circle	
Alabama Lane	Ontario to Toronto
Alberta Avenue	Ontario to Toronto
Arizona Avenue	Ontario to Toronto
Tuscon Court	
Edison Street	Carnegie to Whitney
Johnson Street	Northwestern to Kennedy
Kennedy Street	Northwestern to Ferndale
Johnson Street	Hoover to Northwestern
25th Street	Tyler to Northwestern
26th Street	Ferndale to Melrose
26th Street	Melrose to Northwestern
26th Street	Circle

ALTERNATIVES:

1. Approve the 2022/2023 Pavement Restoration – Slurry Seal Program by establishing February 22, 2023, as the date of letting and February 28, 2023, as the date for the report of bids.

2. Direct staff to make changes to the project.

CITY MANAGER’S RECOMMENDED ACTION:

This project will repair and extend the lifespan of the streets in the program and provide a better travelling experience for users of the corridors and for those living in the neighborhoods. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1.

ITEM #: 22
 DATE: 01-24-23
 DEPT: P&R

COUNCIL ACTION FORM

SUBJECT: **AWARD OF CONTRACT FOR THE FURMAN AQUATIC CENTER
 POOL BASIN REPAINTING PROJECT**

BACKGROUND:

This project includes preparing and painting the surface of all three basins at the Furman Aquatic Center. The facility was first painted in 2009 and again prior to the 2017 season. It is recommended that the basins be painted every five to seven years to protect the concrete from the chlorinated water.

On November 22, 2022, Council issued a notice to bidders. Staff received and opened three bids on December 21, 2022, which are summarized below.

Furman Aquatic Center Pool Basin Repainting Bids

Bidder	Base Bid
Amusement Restoration Companies, Burnet, Texas	\$133,405
TMI Coatings, Inc., St. Paul, Minnesota	\$298,300
McGill Restoration Inc., Omaha, Nebraska	\$329,265

Jeff Bartley, Engineer with Water’s Edge Aquatic Design, Lenexa, Kansas, developed the specifications and prepared a cost estimate. Mr. Bartley will also provide progress review visits during various stages of the process including surface prep, painting progress, and final completion. The Engineer’s estimate for this project is as follows:

Engineer’s Project Estimate:	
Crack Repair, Leveling, Prepare and Paint all Basins	\$202,000
<u>Engineering</u>	<u>\$ 5,000</u>
Total Project Estimate	\$207,000

Total funding available for this project is \$231,404.

The City Council accepted a Report of Bids for the project on January 10, 2023. **Due to the disparity in the costs between the low bid and the two highest bids, staff needed an opportunity to check references for Amusement Restoration Companies (ARC). Staff had conversations with multiple municipalities throughout the country regarding the quality of work completed by ARC, and all was positive. However, Waters Edge Aquatic Design does not have any experience with ARC, but assured staff they would be involved with project oversite by traveling to Ames to observe progress throughout the project to ensure the specifications are met.**

ALTERNATIVES:

1. Approve final plans and specifications and award a contract to Amusement Restoration Companies, Burnet, Texas, for the Furman Aquatic Center Pool Basin Repainting Project in the amount of \$133,405.
2. Approve final plans and specifications and award a contract to one of the other bidders for the Furman Aquatic Center Pool Basin Repainting Project
3. Reject all bids for the Furman Aquatic Center Pool Repainting Project and direct staff to rebid the project.
4. Refer back to staff.

CITY MANAGER'S RECOMMENDED ACTION:

Furman Aquatic Center is a valuable amenity to the community, and it is important that any work that is completed at the facility is completed with excellence to ensure safety for all users. This project has a large impact on the facility and staff wants to ensure the contractor is qualified to complete the work. After discussing the project with multiple municipalities who have utilized the services of ARC, staff is confident that ARC will be able to complete the work according to the specifications. **Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1.**

COUNCIL ACTION FORM

SUBJECT: **ROOFING DESIGN SERVICES FOR POWER PLANT**

BACKGROUND:

Several of the power plant roofs are in bad repair and need to be replaced. A design professional is needed to determine the best roofing system and develop plans and specifications for replacement.

On October 28, 2022, a Request for Proposals (RFP) document was posted to AmesBids. On November 29, 2022, Purchasing received four proposals. Proposals were evaluated by an evaluation team comprised of staff.

After evaluating the proposals, staff determined that the proposal from Roof Spec Incorporated, St. Paul, Minnesota, demonstrated the best project understanding and presented the best qualified professionals for the project. Roof Spec specializes in building envelopes (exterior systems) and provides expertise needed on the project to determine which areas can be successfully repaired or need to be completely replaced. **The bid review team found that the low-cost bidder, Terracon, provided a generic bid response and included no information that they understood this specific project and its unique needs/characteristics.**

FIRM	RANK	PRICE
Roof Spec Inc, St. Paul, MN	1	\$49,768.80
HDR Engineering, Inc., Omaha, NE	2	\$91,682.00
Terracon Consultants, Inc., Des Moines, IA	3	\$38,000.00
Lutz, Daily, & Brain, Overland Park, KS	4	\$58,000.00

Funding is available from the 2022/23 Capital Improvements Plan in the Power Plant Building Modifications project.

ALTERNATIVES:

1. Award a contract to Roof Spec Incorporated, St. Paul, Minnesota, for Roofing Design Services in an amount not to exceed \$49,768.80.
2. Award to another firm.
3. Reject all proposals.

CITY MANAGER'S RECOMMENDED ACTION:

This work is necessary to repair and replace leaking roofs. The work has been planned for and budgeted in the Capital Improvements Plan. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.

MEMO



To: Mayor and Members of the City Council

From: City Clerk's Office

Date: January 24, 2022

Subject: Contract and Bond Approval

There are no Council Action Forms for Item Nos. 24 and 25. City Council approval of the contract and bond for this project is simply fulfilling a *State Code* requirement.

/cmw

ITEM #: 26
DATE: 01-24-23
DEPT: PW

COUNCIL ACTION FORM

SUBJECT: SANITARY SEWER REHABILITATION PROFESSIONAL SERVICES AGREEMENT – CONSTRUCTION OBSERVATION/ADMINISTRATION SERVICES AGREEMENT

BACKGROUND:

This is the annual program for rehabilitation/reconstruction of deficient sanitary sewers and deteriorated manholes at various locations throughout the city. The goal of this program is to identify and remove major sources of inflow/infiltration (I/I) to regain pipe capacity and reduce the wet weather flow at the treatment plant. The program typically includes rehabilitation work such as the lining of mains, spray lining of structures, and complete removal and replacement of sanitary sewer mains and structures.

On December 16, 2022, staff initiated a Request for Proposals process for the Sanitary Sewer Rehabilitation Construction observation/administration services agreement. This agreement is for the following projects:

- **Project 1: 2021/22 Sanitary Sewer Rehabilitation – Expansion/Rehabilitation (Ames High School & Veenker Golf)**
- **Project 2: 2020/21 Sanitary Sewer Rehabilitation – Flood Prone MH (Worrell Creek)**
- **Project 3: 2022/23 CIPP Lining and MH Rehabilitation – Basin 11**

Proposals for this work were received from two engineering firms on January 6, 2023. The proposals were evaluated on their qualifications according to the following criteria: Project Understanding, Design Team/Key Personnel, Previous Experience, Project Approach, Responsiveness, Ability to perform work, Proposed project design/letting schedule, and Estimated Contract Cost for engineering services. Listed below is the ranking information based on this evaluation:

Firm	Qualifications Based Score	Qualifications Based Rank	Fee	Final Rank
WHKS	84.5	1	\$ 272,000	1
Snyder & Associates	77.5	2	\$ 325,150	2

After evaluating the proposals, **WHKS scored highest based on qualifications and had the lowest fee at \$272,000. WHKS has the most extensive project knowledge and insight**, having performed the design and observation services for many of the Sanitary Sewer System Evaluation (SSSE) projects. It is intended for the WHKS team to also provide training to City Staff in these rehabilitation methods so that future construction can be administered by City Staff. Staff is confident that quality services will be delivered at the best value. Estimated revenues and expenses are as follows:

	Available Revenue	Estimated Expenses
2021/22 Sanitary Sewer Rehab (SRF)	\$3,922,000	
2022/23 Sanitary Sewer Rehab (SRF)	\$4,050,000	
2021/22 Sanitary Sewer Rehab (AHS & Veenker) - (awarded)		\$3,791,558.69
2020/21 Sanitary Sewer Rehab (Worrell Creek) – (Est.)		\$1,400,000.00
2022/23 Sanitary Sewer Rehab (Basin 11) – (Est.)		\$ 700,000.00
Engineering/Administration (Est. - includes WHKS contract)		\$1,200,000.00
	\$7,972,000	\$7,091,558.69

ALTERNATIVES:

1. Approve the professional services agreement for the Sanitary Sewer Rehabilitation – Construction observation/administration services agreement with WHKS & Co. of Ames, Iowa, in the amount not to exceed \$272,000.
2. Direct staff to negotiate an engineering agreement with another consulting firm.

CITY MANAGER'S RECOMMENDED ACTION:

Based on staff's evaluation using the above criteria, WHKS will provide the best value to the City for these construction observation/administration services. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.

ITEM#: 27
 DATE: 01-24-23
 DEPT: PW

COUNCIL ACTION FORM

SUBJECT: PROFESSIONAL SERVICE AGREEMENT FOR 2022/23 AIRPORT IMPROVEMENT PROGRAM (SOUTH APRON REHAB)

BACKGROUND:

The 2022/23 Airport Improvements Program includes work to rehabilitate the south apron at James Herman Banning Ames Municipal Airport. On September 17, 2019, the City conducted a qualifications-based selection process for the development of plans and specifications for this and other airport projects. Bolton & Menk of Ames, Iowa, was determined to be the most qualified firm.

The Federal Aviation Administration (FAA) allows the selection to include current and future projects listed on the solicitation. Each project is conducted under a separate work order approved by the FAA. Therefore, the 2022/23 Airport Improvements Program (South Apron Rehab) Project is the next project ready for design and is noted in the agreement (attached) as Work Order #3.

Below is the budget for this project:

<u>Revenues</u>		<u>Expenses</u>	
FAA Grants (2)	\$828,000	Design/Bidding	\$ 77,000
Airport Improvements Fund	82,800	Const. Inspection, Grant Closeout	107,700
		Construction Estimate	726,100
Total \$910,800		Total \$910,800	

The FAA will only issue grant offers based on actual bids. Therefore, the amounts shown are only estimates until the plans and specifications have been approved and the project is let.

ALTERNATIVES:

1. Approve the professional services agreement for the 2022/23 Airport Improvements Program (South Apron Rehab), Work Order 3, with Bolton & Menk of Ames, Iowa, in the amount not to exceed \$184,700 for the design, bidding, construction inspection, and grant closeout services.
2. Do not approve the professional services agreement with Bolton & Menk and direct staff to solicit other proposals for this project.

CITY MANAGER’S RECOMMENDED ACTION:

The pavement on the south apron is in a deteriorated condition. This project will not only improve the infrastructure near the Terminal Building, but will also be designed to support

the larger aircraft seen at the Airport. **Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.**

**WORK ORDER #3
TO
PROFESSIONAL SERVICES CONTRACT
(DESIGN, BIDDING, CONSTRUCTION AND GRANT ADMINISTRATION SERVICES)**

RECONSTRUCT SOUTH APRON

**AMES MUNICIPAL AIRPORT
AMES, IOWA**

BETWEEN: The City of Ames,
An Iowa municipal corporation **(CLIENT/SPONSOR)**

AND: Bolton & Menk, Inc. **(CONSULTANT)**

EFFECTIVE DATE: December _____, 2022

RECITALS

1. City owns and operates the Ames Municipal Airport located near Ames, Iowa.
2. This is Work Order #3 to the Professional Services Contract, between City and Bolton & Menk, Inc. The Professional Services Contract effective January 2, 2020, is referred to herein as the “Master Agreement”.

AGREEMENT

DESCRIPTION

The CONSULTANT agrees to provide Design, Bidding, Construction and Grant Administration Services for the Reconstruct South Apron at the Ames Municipal Airport (herein referred to as the **Project**).

PROJECT UNDERSTANDING

This project will include the removal of existing HMA apron pavements, site preparation through grading and drainage improvements and pavement that will serve aircraft utilizing the apron.

This improvement will meet current FAA design criteria from AC 150/5300-13B for Taxiways/Taxilanes and Aprons. The pavement section may include cement treated subgrade, crushed aggregate base course and PCC pavement per design recommendations using FAA FAARFIELD.

The proposed project will be to reconstruct the south apron pavement which includes a 35-foot-wide taxiway and a 25' wide taxilane. New pavement is required to meet the taxiway/taxilane object free area (TOFA/TLOFA) and the taxiway/taxilane safety area (TSA) for airport design group (ADG) II. Apron security lights will be incorporated as part of the project. Funding for the apron pavement will be through Federal AIP Grant, Federal BIL Grant, and Local funds.

To accomplish this project, there will be two grants to apply for and administer, this includes a grant from the FAA AIP program and a grant from the FAA BIL program. It anticipated that there will be two grant applications but the administration will in effect be one grant. There will be one invoice summary reflecting both grants and there will be one set of closeout documentation.

I.A. BASIC SERVICES

For purposes of this Work Order, the Basic Services to be provided by the CONSULTANT are as follows:

1. DESIGN & BIDDING SERVICES

1.1. Project Scoping

Consultant shall confer with the Sponsor on, and ascertain, project requirements, finances, schedules, and other pertinent matters and shall meet with FAA if needed and other concerned agencies and parties on matters affecting the project and shall arrive at a mutual understanding of such matters with the Sponsor. Meetings with the Sponsor shall also determine the need for topographical surveying and pavement/geotechnical testing. It is anticipated that there will be a maximum of 3 meetings with the Sponsor and/or the FAA, to review pavement eligibility and project limits. The consultant will prepare and distribute meeting minutes to all attendees.

1.2. Project Meetings and Coordination with Sponsor, FAA, etc. Consultant shall coordinate with the subconsultants, sponsor, FAA and other applicable agencies to complete the work elements in Phase 1.

1.2.1. The task includes one meeting at the Airport, attended by the Project Manager. The Consultant will prepare for and conduct up to two (2) meeting at the Airport Sponsor to present the findings of the design phase and any alternatives and recommendations for the project. The result of the meeting(s) will be an agreed upon project design parameters to proceed forward with final construction documents.

1.2.2. Coordination with FAA, Local agencies, subconsultants, etc. The Consultant shall coordinate the project parameters and criteria with the project stakeholders including the FAA, Sponsor, and Project Manager.

- 1.2.3. This task includes one progress meeting per week will be held, one-hour in duration, with all design team members through the duration of the design phase.
- 1.2.4. The consultant will prepare and distribute meeting minutes to all attendees.
- 1.3. Topographical Surveying
 - 1.3.1. Coordination to collect existing data and locate utilities. This task includes data collection, as-built plan set review, and research of available existing survey information in order to gather information on existing topography and utilities. This also includes coordination for field utility locates with the Sponsor, FAA, and IDOT.
 - 1.3.2. Survey control. Survey control will be established and used for design surveys. The Consultant will provide a drawing showing the location of the existing or established control for the project and perform necessary bench loop and traverse procedures to verify accuracy of vertical and horizontal control points. One trip will be required for a two-person survey crew to establish survey control for the project.
 - 1.3.3. Field work. Survey work will include all utilities; pavement center, edges, and intermediate shots; ground shots; lights; signs; drainage structures; and electrical duct markers and hand holes. It is anticipated that the field work will require five trips to the airport by a two-person survey crew.
 - 1.3.4. Convert survey data for design software. This work includes analyzing the topographical surveying data and preparing the data for use with computer modeling. Included are the following separate tasks:
 - Establish design coordinate plan with Sponsor/State to be used for CADD drawings
 - Input raw survey data into the computer program in order to sort data into company standard layers for efficient analyzing
 - Verify survey data from previous project with latest field survey
 - Sort all data points by layers and description for computer modeling
 - Verify surveyor horizontal and vertical control
 - Prepare digital terrain model (DTM) of existing ground contours, pavement edges, roadways, electrical equipment, drainage features, buildings, fences and other miscellaneous entities
 - Generate three-dimensional contour model from the DTM.
 - Prepare and process data for pavement profiles, grading and/or paving cross sections, and drainage features
 - 1.3.5. Limits of Topographic survey are shown in Exhibit II – Survey Limits.
- 1.4. Aeronautical Survey (**Not Required for this Project**)

1.5. Geotechnical Investigation

- 1.5.1. Coordination to schedule geotechnical work. This task includes data collection and review of available geotechnical records in order to gather information on existing soil conditions and past geotechnical or pavement test results. Coordination will be done with the geotechnical subconsultant to schedule work and establish any work constraint parameters.
- 1.5.2. Establish project testing requirements. The Consultant shall determine the type and frequency of geotechnical testing required for the project. The testing shall consider such items as pavement type, design methodology, type of wheel loading, and weight of design aircraft. Determine soil boring locations and frequency of testing. Develop a project sketch showing location and coordinates of borings. Determine soil sampling locations and types of soils testing required.
- 1.5.3. Field work. “Field work will be performed by a qualified geotechnical subconsultant. The geotechnical investigation will include: up to six (6) soil borings to a depth of 10 feet, up to two (2) subgrade standard proctors, up to two (2) California Bearing Ratio for the in-situ soils, up to two (2) California Bearing Ratio (treated with cement at 3% and 5% substitution) for each of the two soil types anticipated and six (6) pavement cores. Field work will be performed by a qualified geotechnical subconsultant.” Subconsultant services will be provided by Construction Materials Testing.
- 1.5.4. Analyze data. After receiving the testing report from the geotechnical firm, the Consultant will analyze the data and any existing geotechnical data received from Sponsor, consisting of the following tasks.
 - o Review geotechnical recommendations
 - o Determine appropriate data for pavement design.
 - o Input data for computer modeling with topographical survey data
 - o Prepare pavement data and soil information for incorporation on plan sheets
 - o Evaluate existing pavement sections for potential recycling and reuse
- 1.5.5. Approximate Locations of Soil Borings and Pavement Cores anticipated as part of the geotechnical investigations are shown in Exhibit III – Approximate Locations of Soil Borings and Pavement Cores.

1.6. Project Layout Sheet

Consultant shall complete a project layout sheet that will depict the proposed improvements. Part of the preliminary phase includes establishing the limits of removal, laying out pavement areas by use of appropriate FAA advisory circulars, performing pavement design analysis, and determining drainage patterns.

1.7. FAA Pavement Design Report and Form 5100

This task will consist of using information obtained in the Geotechnical Investigation and calculate the required pavement sections required to support the design vehicle or aircraft using FAA Advisory Circular 150/5320-6G, Airport Pavement Design and Evaluation.

The following effort will be completed under this task:

- Identify the critical aircraft from the FAA-approved aircraft fleet mix which will be based on data from the FAA's TFMSC database.
- Verify the pavement section based on accepted FAA pavement design programs. The applicable design program to be used is FAA Rigid and Flexible Iterative Elastic Layer Design (FAARFIELD). It is anticipated that a single pavement section for rigid and flexible pavement will be provided for this project.
- Review historic frost design and verify with the geotechnical report.
- Evaluate effects of pavement profile on adjacent operational areas .
- Calculate sub-excavation or undercutting subgrade for stabilization if necessary.
- Prepare Life-Cycle Cost analysis for one rigid and one flexible pavement section.
- Review proposed pavement analysis with FAA Engineer.
- Prepare FAA Pavement Design Form 5100 for the pavement section and submit to the FAA for approval via e-mail.

1.8. Construction Safety and Phasing Plan (CSPP)

Consultant will complete FAA Form 7460-1 and the Construction Safety and Phasing Plan (CSPP), for FAA's Obstruction Evaluation / Airport Airspace Analysis (OE/AAA) website portal. A draft of the CSPP will be submitted with the 90% submittal. Any comments, if any, received at the time of the 90% submittal will be incorporated into the CSPP to become the final CSPP. FAA will upload the data to the OE/AAE website. The 7460 form and CSPP will be prepared according to current FAA Guidelines.

1.9. Modification of Airport Design Standards

As needed, the Consultant will prepare a Request for Modification of Federal Construction Standards if found to be necessary for the project. The Mod to Standards will discuss modifications required under the Bid Packages. The Mod to Standards will be submitted to the Sponsor for acceptance. This document will be forwarded to the FAA for approval along with final plans, contract documents, specifications and the Pavement Design Report (if required).

1.10. Prepare Preliminary Plans, Specifications, Cost Estimate, and Project Budget

Preliminary plans will be prepared for the Project. The plan sheets will be limited to those sheets necessary to carry-out the construction of the proposed project: Reconstruct South Apron. The following list of drawings will be used as a guideline. Additional drawings may be added during the design phase, if required.

General:

- A.01 Title Sheet
- A.02 Legend Sheet
- B.01 Typical Sections & Details Sheet
- C.01 Quantities & Estimate Reference Information

Civil:

- CE.01 Erosion Control Plan
- D.01 Grading Plan
- E.01 Electrical Site Plan
- E.02 Electrical Details Sheet
- G.01 Control and Layout Plan
- J.01 Construction Safety & Phasing Plan
- L.01 Jointing Plan
- M.01 Storm Sewer/Subdrain Plan
- N.01 Pavement Marking Plan
- R.01 Existing Conditions & Removals Plan

1.10.1. Prepare Preliminary Specifications

1.10.2. The Consultant will assemble the technical specifications necessary for the intended work. Standard FAA specifications will be utilized where possible. Additional specifications will be prepared to address work items or materials that are not covered by the FAA specifications.

1.10.3. Prepare preliminary technical specifications

1.10.4. This work includes the preparation of standard and supplemental specifications, necessary to establish the construction requirements of the project. Standard specifications will be assembled and reviewed for relevancy to the project. In addition, supplement specifications will be included, where deemed necessary.

1.10.5. Prepare preliminary contract documents

The Consultant will prepare the preliminary contract documents including invitation for bids, instruction to bidders, proposal, equal employment opportunity clauses, construction contract agreement, performance bond, payment bond, Federal Requirements, Preliminary Bid Schedule, Wage Rates, and general provisions. Preparation will include establishing the location for the bid opening, dates for advertisement, and description of the work schedule. Preliminary contract documents will be prepared as early as possible during the design phase and submitted to the Owner for review by the Owner. Also review and incorporate the Sponsor's general provisions and contract clauses, as required.

1.10.6. Prepare preliminary special provisions

The Consultant will prepare Special Provisions to address, or expand on, conditions that require additional clarification.

1.10.7. 30% Review Set

Following the completion of the preliminary plans and specifications, the Engineer will submit a set of 30% drawings, engineers report to the Sponsor for their review. The project will be reviewed with the FAA to obtain their concurrence with the 30% preliminary design.

The following plan sheets are anticipated to be submitted as part of the 30% review set:

- A.01 Title Sheet
- G.01 Control and Layout Plan
- J.01 Construction Safety & Phasing Plan
- N.01 Pavement Marking Plan

The following sections of the engineer's report are anticipated to be submitted as part of the 30% review:

- Geotechnical report
- Aircraft fleet mix table
- FAARFIELD pavement designs and LCCA
- Pavement Design Form 5100
- Engineer's Opinion of Probably Construction Cost
- Project Budget including Federal and Local shares

1.10.8. 90% Review Set

Following the completion of the 30% review plans, engineers report and specifications, the Engineer will submit a set of 90% drawings, engineers report and specifications to the Sponsor for their review. The project will be reviewed with the FAA to obtain their concurrence with the 90% preliminary design.

1.10.9. Prepare Preliminary Cost Estimate

Calculate estimated preliminary quantities for the various work items. Quantities will be consistent with the specifications and acceptable quantity calculation practices. Consultant will then use recent bid prices and industry standards to prepare preliminary cost estimate.

1.11. Prepare Final Plans, Specifications, Cost Estimate, and Project Budget

1.11.1. A final set of plans, specifications and contract documents will be prepared which incorporates revisions, modifications and corrections determined during the Sponsor's review of the 90% submittal.

1.11.2. Prepare Final Cost Estimate

Using the final quantities calculated following the completion of the plans and specifications, the Consultant will prepare the construction cost estimate. The estimate will be based on information obtained from previous projects, contractors, material suppliers, and other databases available.

1.12. Prepare Disadvantaged Business Plan (DBE)

DBE Plan Update: This is applicable for project(s) that fall within a grant year which in Airport uses at least \$250,000 in Federal funds for services that can be completed by Disadvantaged Business Enterprise (DBE) firms. Total DBE eligible costs (prime contracts) estimated to be completed is expected to exceed \$250,000 with this project, thus an updated project-specific DBE goal is required.

The CONSULTANT will update the Disadvantaged Business Enterprise (DBE) program in accordance with 49 CFR Part 26 Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs. Specific tasks will include:

- The CONSULTANT will review the methodology for evaluating the availability of DBE businesses to provide services and products for airport projects for the next three (3) Federal fiscal years.
- The CONSULTANT will review the airport's service area by analyzing the utilization of DBE businesses on previous airport projects.
- The CONSULTANT will prepare a legal advertisement describing the revised DBE utilization goal and methodology.
- The CONSULTANT will deliver the advertisement to the CLIENT to publish in one (1) newspaper as a public notice to provide a public comment period.
- The CONSULTANT will submit the DBE program to the FAA Office of Civil Rights for review and comments.

The CONSULTANT will complete one (1) annual report to FAA Office of Civil Rights as required to report actual DBE accomplishments on the project.

1.13. Prepare Advertisement for Bids and Bid Documents

Consultant shall prepare, reproduce and distribute a total of 10 sets of bidding documents for the project. Consultant will submit a copy to the Sponsor for distribution to the local and selected publications of the pending project. The Sponsor shall pay for the associated cost of advertising. In addition, electronic copies of the bid documents will be made available for download through the Quest Construction Document Network website (QuestCDN). The consultant will also keep a current list of plan holders and distribute this to interested parties upon request. This task includes coordination required to facilitate these requests.

1.14. Respond to Bidders Questions

During the bidding process, the Consultant will be available to clarify bidding issues with contractors and suppliers, and for consultation with the various entities associated with the project. This item also includes contacting bidders to generate interest in the project.

1.15. Prepare and Distribute Addendums

Consultant shall issue addenda as appropriate to interpret, clarify, or change the bidding documents as required by the Sponsor or the FAA. Addenda will be made available to the plan holders either through mail, electronic mail, hand delivering or via facsimile transmission. Any addenda that are generated as a sole result of the Sponsors error or omission will be considered as extra services and the Consultant shall be reimbursed for this effort as an amendment to this contract.

1.16. Bid Opening

The Consultant will attend the bid opening.

1.17. Bid Review and Bid Tabulation

Consultant shall advise Board as to the acceptability of any subcontractors, suppliers, and other persons and organizations proposed by the bidders and as to the acceptability of substitute materials and equipment proposed by bidders. The Consultant shall prepare a spreadsheet that includes all bid items for the purpose evaluating the lowest bidder. The Consultant shall input the as-bid unit prices into the spreadsheet and to verify mathematical computations of the bids. The Consultant will then provide recommendations to the Sponsor as to the name of the Apparent Low Bidder.

1.18. Prepare Recommendation for Award

The Consultant will prepare a recommendation of award for the Sponsor to accept or reject the bids as submitted. If rejection is recommended, the Consultant will supply an explanation for their recommendation and possible alternative actions the Sponsor can pursue to complete the project. Once the Contract Award is made the Consultant will distribute the bid tabulations on request of the Sponsor.

1.19. Prepare Grant Application

The Application may be prepared after the project design has been completed and the bids accepted or the FAA may require the Application to be completed early during the design phase. Preparation of the Application will include the following:

- SF-424
- Prepare FAA Form 5100-100 including Program Narrative, discussing the Purpose and Need of the Work and the Method of Accomplishment
- Sponsor Certification (total of six)

The Consultant will submit the Application to the Sponsor for approval and signatures. After obtaining the necessary signatures, the Sponsor will forward the signed Application to the FAA for further processing.

1.20. Environmental Review, CATEX **(Not Required for this Project)**

An environmental review is required and was conducted for this project. From the FAA's Go Letter: "The FAA determined the proposed project is environmentally Categorically Excluded (CATEX) per paragraph(s) 5-6.4e of FAA Order 1050.1F as it relates to the National Environmental Policy Act (NEPA). No further environmental documentation for this project is needed."

2. CONSTRUCTION ADMINISTRATION

2.1. Pre-Construction Meeting

Consultant will arrange for and conduct the pre-construction meeting. The Project Manager and the Resident Engineer will establish this meeting to review Local, Federal Aviation Administration (FAA) and project specific requirements prior to commencing construction. The meeting will be conducted at the Airport and will include the Sponsor/Owner, IDOT (if available), Subconsultants, FAA ADO (if available), Contractor, Subcontractors and utility companies. This task will include:

- Scheduling the meeting, sending invitations, providing meeting materials and pre-meeting exhibit and material preparation.
- Obtain and review the project construction schedules from the contractor or contractors prior to presentation at the preconstruction meeting. The Owner should be provided copies of all construction schedules.
- Prior to preconstruction meeting, furnish the name of the Project Engineer with qualifications for approval by the Owner. Project Engineer means Engineer as defined in Section 10 (Section 10-18) of the General Provisions of the construction documents.
- Preside at the preconstruction meeting, prepare a detailed record of the meeting. Meeting minutes will be submitted to the Owner and all participants.
- Provide Contractor with a list of required submittals to be provided by Contractor and discussed at the meeting.
- Provide Contractor with additional copies of Construction Documents and digital data (Project Drawings) as requested.

2.2. Initial Construction Layout

The construction control/verification survey subtask will include a survey crew to establish construction field control for the project. This will include establishment of horizontal and vertical control for construction staking (by contractor) as per the Project Manual.

2.3. Prepare Construction Management Plan (CMP)

The Resident Project Representative (RPR) will obtain the Contractor's Quality Control (QC) Program. After reviewing the QC Program, the Project Engineer will prepare the construction management plan which will outline materials testing requirements as set forth in the construction documents and contained in FAA Advisory Circular 150/5370-10H. The plan will summarize the types and frequency of testing required for quality acceptance in addition to the credentials of those performing the testing.

The Construction Management Plan (CMP) will be prepared in accordance with the AC 150/5370-12B and AIP Sponsor Guide Section 1000, submitted to the Sponsor and FAA, and followed throughout construction.

2.4. Prepare Contract Manuals

The Consultant is required to check that the construction contracts are in order, verify Contractor has met DBE goals (or made valid good faith effort), Contractor has provided proof of insurance, the bonds have been completed, and the Owner, Contractor and applicable Agencies has been provided with adequate copies of the executed Contract Manual to include the Agreement and all addenda.

The Contract Documents will be updated to include all addenda items issued during bidding as necessary and adequate copies provided to the Contractor. Clerical will prepare the quantity sheets, field book, testing sheets, construction report format, etc. for use by the RPR.

2.5. Construction Management Services

The Consultant will provide Construction Administration Services the scope of which is based on the following:

- The Consultant and Client agree that construction engineering services furnished shall be to the extent necessary to determine compliance with plans and specifications, including necessary general supervision of Resident Project Representative Services authorized by the Client.
- The Consultant and Client agree that the Construction Engineering Services provided by the Consultant may actually be required to continue and exceed beyond the construction time element stated in the Client's agreement with the construction Contractor. When the extent of these construction services beyond the control of the Consultant occurs, the Client agrees that Consultant will be reimbursed for additional Construction Engineering Services in excess of the specified construction time period at a mutually acceptable fee negotiated at the time all the pertinent circumstances are known.
- Nothing herein shall be construed as imposing upon the Consultant's responsibility for the construction means, methods, techniques, sequences, safety programs, and procedures used by contractors.
- The Consultant agrees that Resident Project Representative services furnished under this Contract shall be to observe the work and to determine compliance with the plans and specifications, including representing the Client in coordination of construction activities among contractors and between contractors and utilities, and to accommodate the reasonable requirements of the Client on and around areas of construction.
- When the Consultant is on the site, documentation will be maintained regarding construction progress and delays, quantities and percentages of work, tests performed, observations made and work accepted, problems encountered and instructions given to contractors, field changes and adjustments approved, and other records required or otherwise necessary to maintain a record of the work.

The Consultant agrees to provide Construction Administration Services that include the following:

- 2.5.1. Check and monitor construction activities and certify that all project work completed under observation of the Resident Project Representative is in substantial compliance with the plans, specifications and contract documents including any modifications by Change Order or otherwise, that all required tests were performed, and that such work is recommended for acceptance.
- 2.5.2. Provide interpretation of plans and specifications as requested.
- 2.5.3. Supervise and coordinate Subconsultant contracts for field observation and testing.
- 2.5.4. Review shop drawings and certificates submitted by contractors for compliance with design concepts, as required by the applicable sections of the technical specifications. In addition, submittals will be checked for Buy American compliance.
- 2.5.5. Review all periodic and final pay requests and explanation of variation between Contract and final quantities prepared by Resident Project Representative. Coordinate Contractor approval and signature and submit to Client for approval.
- 2.5.6. Review weekly Construction Progress and Inspection Reports (FAA Form 5370-1) as prepared by Resident Project Representative and submit to Owner and applicable Agencies. Reports will include a several photos of construction activities of the week. These reports shall begin the week the Contractor is on-site through the week the final inspection occurs. Reports will be submitted weekly to the FAA via PDF.
- 2.5.7. Prepare, review and process Field Orders, Change Orders to include a cost estimate, cost/price analysis, record of negotiations, review and evaluation of "Contractor's Request for Extension of Contract Time" and make recommendations regarding approval to the Client. Notify the Contractor that no work can start until approved by the Client.
- 2.5.8. Coordinate on-site inspections of construction as requested. Make recommendations for acceptance or modification of work
- 2.5.9. Monitor that all testing required by the specifications is performed. Review and approve all materials reports prepared by the Resident Project Representative and/or Subconsultants.
- 2.5.10. Maintain record drawings from redline or working drawings prepared by Resident Project Representative as accumulated during the course of construction to show "Record Drawing" conditions.
- 2.5.11. Retain and review payroll reports of each contractor and subcontractor and monitor Contractor's compliance with paying employees as per established Federal Davis Bacon requirements.
- 2.5.12. Monitor Contractor's compliance with Disadvantaged Business Enterprise (DBE) program (i.e. determine that the firms on the job are as stated in the plan. Determine that the volume of work and equipment used complies with the plan.) Report deviations to the Sponsor.

2.6. Resident Project Representative (RPR)

The Client as part of this agreement authorizes Resident Engineering Services and the Consultant agrees to provide a Resident Project Representative, materials acceptance testing, and staking services in the execution of the Construction Engineering Services for the project work. The Client and Consultant agree that the Consultant may employ the Resident Project Representative on other work during periods of temporary job shutdown when such services are not required by this project. Normally, the Resident Project Representative will give intermittent part-time service on this project when construction is in progress to include temporary interruptions due to weather or mechanical failure.

For this Project **Full-Time** Resident Project Representative services will be provided. It is anticipated the Project will be completed within **50 Working Days**. This will include six (6) field visits by the Project Manager. The number of working days will be confirmed at the 90% plans. If the working days need modification from the amount in the contract, then an Amendment will be done at that time.

Resident Project Representative Services shall be completed in accordance with the attached Exhibit I-1, and shall include, but are not limited to, the following:

- 2.6.1. Coordinate with the Testing Subconsultant to perform acceptance tests required to be provided by the Client in the construction Contract Documents. Subconsultant services will be provided by Construction Materials Testing.
- 2.6.2. Coordinate with Contractor regarding schedule, work progress, quality of work, and notify contractor of equipment and methods which do not comply with the Contract requirements. The Resident Project Representative shall notify the Client in the event that the Contractor elects to continue the use of questioned equipment and methods. Conduct wage rate interviews and provide to Project Engineer.
- 2.6.3. Maintain daily records of the Contractor's progress and activities during the course of construction, to include progress of all work. These records document work in progress, quality and quantity of materials delivered, test locations and results, instructions provided the Contractor, weather, equipment use, labor requirements, safety problems, and changes required.
- 2.6.4. Evaluate and discuss potential Field Orders and Change Orders with the Contractor as necessary.
- 2.6.5. Evaluate possible material substitutions as requested by the Contractor.
- 2.6.6. Prepare, process and distribute to Project Engineer weekly Construction Progress and Inspection Reports (FAA Form 5370-1). Reports will include a several photos of construction activities of the week. These reports shall begin the week the Contractor is on-site through the week the final inspection occurs. Reports will be submitted weekly to the FAA via PDF.
- 2.6.7. Measure and compute as-built quantities of all materials incorporated in the work and items of work completed and maintain an item record account.
- 2.6.8. Prepare periodic Pay Requests for review by the Project Engineer and Contractor.
- 2.6.9. Monitor the contractor's compliance with airport operations to include coordination with airport manager, hangar owners and airport users, Construction Safety Phasing Plan (CSPP) and with the Contractors Safety Plan Compliance Document (SPCD).

- 2.6.10. Coordinate the necessary construction staking/layout schedule as needed by the Contractor.
- 2.6.11. Perform other services as reasonably required by the Client and as outlined in the Contract Documents.
- 2.7. Final Inspection and Documentation
 - 2.7.1. Final Inspection

The Consultant will schedule and conduct a final inspection with the Sponsor, Contractor, FAA representatives to determine whether the project has reached substantial completion and the work is in accordance with the plans and specifications. The Consultant will document items found to be deficient.
 - 2.7.2. Final Punch List

The Consultant will prepare a punch list correspondence including the deficient items and will forward this correspondence to the Contractor requiring correction of the items and request a schedule for completion. The Consultant will send a copy to the Sponsor and include a copy in the Grant Closeout Report.
 - 2.7.3. Final Construction Certifications
 - 2.7.4. Once all of the punch list items have been completed to the satisfaction of the Sponsor and FAA, the Consultant will prepare a Certification of Construction Acceptance for the project. This certification will also be included in the Grant Closeout Report. Assemble documentation for the project closeout report once the project is complete. This will include gathering all construction documentation, supplemental agreements (if applicable), weekly reports, pay requests, testing result summaries, final certification documentation, and change orders in preparation for closeout.
- 2.8. As-Built Plans

The project team will collaboratively assemble a set of as-built plans for the project. The as-built plans will include field constructed conditions included as part of this Project including any field surveying required to compute final quantities and the drawings will become record information. The Consultant shall provide Owner and FAA reproducible "Record Drawings" in digital format.
- 2.9. Update Airport Layout Plan

CONSULTANT shall update the Airport Layout Plan (ALP) to depict as-built conditions as a result of the project. These will include updating sheets as required to reflect the work completed on the reconfigured taxiways/taxilanes. The CONSULTANT will attempt to obtain the previous ALP CAD drawings to create a baseline in developing the as-built ALP. If the previous ALP drawings cannot be obtained, the CONSULTANT will develop an ALP based on the as-built conditions. If the digital copy of the existing ALP is not available, this will be considered additional work to re-create a digital copy of the ALP. A scope and fee will be developed at that time. The CLIENT will then submit a PDF copy to FAA for review and comment. CONSULTANT will address the comments received from the FAA one time and provide a PDF copy of the ALP for CLIENT and FAA signature.

2.10. Project Closeout

Prepare the closeout documentation in accordance with the AIP Sponsor Guide Section 1600. The CONSULTANT may prepare the closeout document within 90 days of final payment to the contractor. Closeout documentation shall include, but may not be limited to, the following:

- a. Sponsor Cover Letter
- b. Final Project Cost Summary
- c. Final SF-271 Form, Outlay Report and Request for Reimbursement for Construction Projects
- d. Final SF-425 Form, Federal Financial Report
- e. Final Construction Report
- f. Record Drawings

Assemble documentation for the project closeout once the project is complete. This will include gathering all construction documentation, supplemental agreements (if applicable), weekly reports, pay requests, testing result summaries, final certification documentation, and change orders in preparation for grant closeout. The closeout elements include a project summary, final certifications, summary of grant payments, and outlay report. This work includes preparation of the documentation, coordination with the Airport and FAA for review, and preparation of final documents for Airport approval. The CLIENT will furnish copies of all administrative costs, as well as paperwork related to previous grant reimbursement (drawdown) requests.

I.B. ADDITIONAL SERVICES

Consulting services performed other than those authorized under Section I.A. shall not be considered part of the Basic Services and may be authorized by the Sponsor as Additional Services. Additional Services consist of those services, which are not generally considered to be Basic Services; or exceed the requirements of the Basic Services; or are not definable prior to the commencement of the project; or vary depending on the technique, procedures or schedule of the project contractor. Additional services may consist of the following:

1. Additions to the project outside of this scope.
2. Any construction surveying required for the Project.
3. Additional geotechnical investigation required for the Project.
4. Hosting a pre-bid meeting.
5. Update Airfield Signage Plans.
6. Additional Field Investigation required beyond those specified.
7. Completion of additional special studies not identified in Section I.A..
8. Periodic completion of grant reimbursement requests (i.e. Credit Applications).
9. Attendance of additional meetings beyond those identified in the above scope.
10. All other services not specifically identified in Section I.A.

I.C. CONSIDERATION

The services described above in Section I.A. BASIC SERVICES shall be provided as follows:

TASK 1 – DESIGN SERVICES	\$ 77,000.00 (lump sum)
TASK 2 – CONSTRUCTION ENGINEERING	\$ 107,700.00 (hourly not to exceed)
TOTAL AUTHORIZED FEE	\$ 184,700.00

Funding Layout:

Estimated Federal AIP/BIL Share (90%)	\$ 166,230.00
Estimated Local Share (10%)	\$ 18,470.00

Progress payments shall be made in accordance with the fee schedule attached and Section 3 of the Master Agreement.

I.D. SCHEDULE

The consulting services authorized under Section I.A. will be performed under the following schedule or as authorized by the CLIENT as the BASIC SERVICES proceed.

TASK	SERVICE DESCRIPTION	DATE
1	DESIGN AND BIDDING	December 2022 – March 2023
	30% Submittal	January 6, 2023
	90% Submittal	February 9, 2023
	Bid Opening	March 17, 2023
	Grant Application	On or before March 31, 2023
2	CONSTRUCTION	August 2023 – July 2024

I.E. AUTHORIZATION

City of Ames

Bolton & Menk, Inc.

By: _____
 John Haila Date
 Mayor

By:  _____ 12/6/2022
 Ronald A. Roetzel, P.E. Date
 Aviation Services Manager

Attest: _____
 Renee Hall Date
 City Clerk

Attachments:

- Exhibit I – Project Fee Breakdown
- Exhibit II – Survey Limits
- Exhibit III – Approximate Locations of Soil Borings and Pavement Cores



PROJECT FEE ESTIMATE

CLIENT: Ames Municipal Airport	DATE: 11/24/2022
PROJECT: Reconstruct South Apron	PREPARED BY: JPR/RAR

Task	Task Description	Estimated Person Hours Required							Totals
		Sr. Eng.	Sr. Eng.	Design Eng.	Eng. Tech.	Surveyor	Planner	Admin.	
1	Design & Bid Administration								
1.1	Project Scoping	2	6	8	0	0	0	0	16
1.2	Project Meetings and Coordination	4	20	10	0	0	0	4	38
1.3	Topographical Survey	0	0	6	0	30	0	0	36
1.4	Aeronautical Survey								
1.5	Geotechnical Investigation	0	1	4	0	0	0	0	5
1.6	Project Layout Sheet	0	4	8	0	0	0	0	12
1.7	FAA Design Report and Form 5100	0	2	8	0	0	0	2	12
1.8	Construction Safety and Phasing Plan (CSPP)	0	4	16	0	0	0	2	22
1.9	Modification of Airport Design Standards	0	2	6	0	0	0	2	10
1.10	Prepare Prelim. Plans, Specs., and Cost Est.	0	16	70	20	0	0	4	110
1.11	Prepare Final Plans, Specs., and Cost Est.	2	16	36	24	0	0	4	82
1.12	Prepare Disadvantaged Business Plan (DBE)	0	1	2	0	0	0	8	11
1.13	Prepare Advertisement for Bids and Bid Docs	0	2	6	0	0	0	8	16
1.14	Respond to Bidders Questions	0	4	6	0	0	0	4	14
1.15	Prepare and Distribute Addendums	0	2	6	0	0	0	4	12
1.16	Bid Opening	0	6	6	0	0	0	4	16
1.17	Bid Review and Bid Tabulation	0	4	4	0	0	0	4	12
1.18	Prepare Recommendation for Award	0	2	4	0	0	0	4	10
1.19	Prepare Grant Application	0	8	12	0	0	0	4	24
1.20	Environmental Review, CATEx								
Total Person Hours		8	100	218	44	30	0	58	458
Total Direct Labor Cost		\$512.00	\$5,400.00	\$7,194.00	\$1,100.00	\$1,590.00	\$0.00	\$1,566.00	\$17,362.00
Overhead		\$1,127.88	\$11,895.66	\$15,847.66	\$2,423.19	\$3,502.61	\$0.00	\$3,449.74	\$38,246.75
Subtotal Labor Cost									\$55,608.75
Fixed Fee x Subtotal Labor Cost									\$8,341.31
Total Task 1 (Fixed Lump Sum)									\$63,950.06
Direct Expenses									
		Electrical Engineering							\$5,000.00
		Geotechnical Investigation							\$8,000.00
Total Expenses Task 1									\$13,000.00
Subtotal Task 1									\$76,950.06
		ROUNDED TASK 1:							\$77,000.00

Task	Task Description	Estimated Person Hours Required							Totals
		Sr. Eng.	Sr. Eng.	Design Eng.	Eng. Tech.	Surveyor	Planner	Admin.	
2	Construction Administration								
2.1	Pre-Construction Meeting	0	4	4	0	0	0	4	12
2.2	Initial Construction Layout	0	2	4	0	8	0	0	14
2.3	Prepare Construction Management Plan (CMP)	0	2	6	0	0	0	2	10
2.4	Prepare Contract Manuals	0	2	4	0	0	0	4	10
2.5	Construction Management Services	8	16	8	0	0	0	4	36
2.6	Resident Project Representative Services								
Number of Days		0	6	50	0	0	0	0	
Hours Per Day		10	10	10	10	10	10	10	
Total Hours		0	60	500	0	0	0	0	560
2.7	Final Inspection and Documentation	0	4	4	0	0	0	2	10
2.8	As-Built Plans	0	2	4	8	0	0	4	18
2.9	Update Airport Layout Plan	0	2	4	8	0	8	0	22
2.10	Project Closeout	4	4	4	8	0	0	4	24
Total Person Hours		12	98	542	24	8	8	24	716
Total Direct Labor Cost		\$768.00	\$5,292.00	\$17,886.00	\$600.00	\$424.00	\$360.00	\$648.00	\$25,978.00
Overhead		\$1,691.83	\$11,657.75	\$39,401.07	\$1,321.74	\$934.03	\$793.04	\$1,427.48	\$57,226.94
Subtotal Labor Cost									\$83,204.94
Fixed Fee x Subtotal Labor Cost									\$12,480.74
Total Task 2 (Cost Plus a Fixed Fee, NTE)									\$95,685.68
Direct Expenses									
		Electrical Engineering							\$2,000.00
		Geotechnical Investigation							\$10,000.00
Total Expenses Task 2									\$12,000.00
Subtotal Task 2									\$107,685.68
		ROUNDED TASK 2:							\$107,700.00
		TOTAL PROJECT FEE							\$184,700.00

ITEM #: 28
DATE: 01-24-23
DEPT: W&PC

COUNCIL ACTION FORM

SUBJECT: ARCHITECTURAL SERVICES FOR WATER POLLUTION CONTROL FACILITY ADMINISTRATION BUILDING RENOVATION

BACKGROUND:

The Water Pollution Control Facility (WPCF) Administration Building was constructed in 1988. Most of the interior finishes to the building are original and showing significant wear and deterioration. The building originally housed the Laboratory Services Division, which is now located in the Technical Services Complex on E. 5th Street.

On April 29, 2022, a request for proposals (RFP) for architectural services was issued for the WPCF Administration Building Renovations. On May 27, 2022, the City received ten proposals in response to the RFP. City staff reviewed the proposals and on July 26, 2022, City Council awarded a contract to SVPA Architects Inc. of West Des Moines, Iowa, in an amount not to exceed \$86,100.

SVPA had been working through the initial design process through mid-October. At that time, staff requested that SVPA pause work on the project. This request was made in order to allow Strand Associates to assess the feasibility of using the area occupied by the WPCF Administration Building for construction of future wastewater treatment infrastructure as part of the WPCF Nutrient Modifications Phase 1.

In late December, Strand Associates made the recommendation to City staff that the Administration Building be relocated, freeing up space for the new activated sludge aeration basins. The cost of relocating the Administration Building is almost entirely offset by avoided construction costs to relocate large diameter process piping, electrical duct banks, fuel tanks, and roadways; and also avoid costly dirt work. Placing the aeration basins in this area provides a much cleaner, more compact footprint for the modifications and leaves space for future capacity expansions adjacent to the aeration basins that will be constructed in the near future.

A Change Order is necessary to cancel the remaining architectural services and reimbursable expenses from the contract with SVPA.

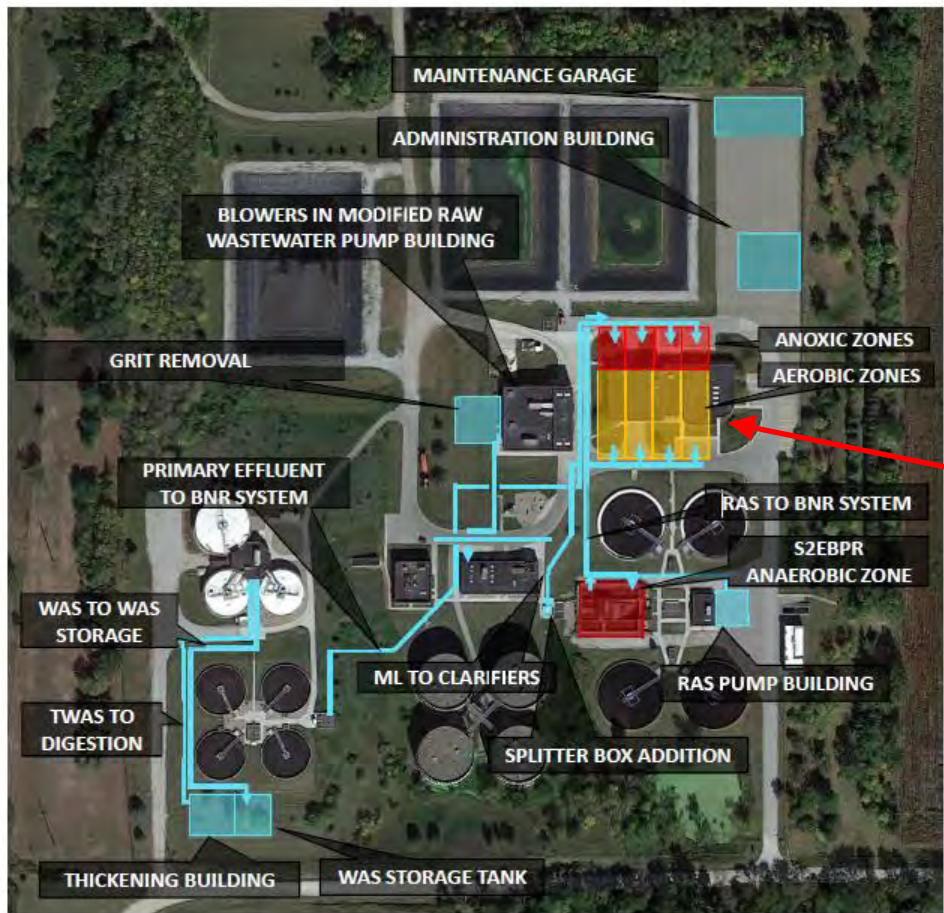
Original Contract Amount	\$86,100.00
Change Order #1 Design Services/Reimbursables	(\$65,065.03)
<hr/> Revised Contract Amount	<hr/> \$21,034.97

ALTERNATIVES:

1. Approve Change Order No. 1 deducting \$65,065.03 from the contract with SVPA Architects Inc. of West Des Moines, Iowa.
2. Do not approve the change order at this time.

CITY MANAGER’S RECOMMENDED ACTION:

Relocation of the Water Pollution Control Facility Administration Building to another location on site will allow the current footprint of the building to be used for wastewater treatment infrastructure. This will also allow a more cohesive layout for the Water Pollution Control Facility Nutrient Modifications project. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.



New aeration basins (red and yellow) shown over the outline of the existing Administration Building.

Conceptual layout of nutrient modification infrastructure

ITEM#: 29
 DATE: 01-24-23
 DEPT: PW

COUNCIL ACTION FORM

**SUBJECT: 2021/22 CONCRETE STREET PAVEMENT IMPROVEMENTS
 (S KELLOGG AVE AND N 2ND ST)**

BACKGROUND:

This is an annual program to rehabilitate or reconstruct concrete street sections that have deteriorated to prevent premature breakdown of the pavement. This work will provide enhanced rideability to residents and visitors. **This project is for S. Kellogg Avenue (S. 2nd Street to S. 3rd Street) and N. 2nd Street (Maple Avenue to Elm Avenue).** The project included reconstruction of the street pavement with 8 inches of new concrete pavement, storm sewer improvements, sanitary sewer manhole replacements, water main service transfers, and ADA sidewalk ramp improvements.

On February 22, 2022, City Council awarded the project to All Star Concrete of Johnston, Iowa, in the amount of \$967,416.31. Change Order 1 was administratively approved by staff (a reduction of \$150.86). This change order was for additional watermain, a hydrant assembly, and a deduct in storm sewer pipe construction.

Change Order 2 (Balancing) reflects the final field measured quantities, resulting in a contract reduction of \$93,223.97, bringing the final contract amount to \$874,041.48. This reduction was due to the reevaluation of existing utilities in the intersection of N. 2nd Street and N. Elm Avenue and determining the condition of the utilities would allow them to remain in place.

Revenue and expenses associated with this program are estimated as follows:

	Available Revenue	Estimated Expenses
G.O. Bonds	\$ 900,000	
Water Utility Funds	100,000	
Sanitary Utility Funds	65,000	
Original Construction Contract		\$ 967,416.31
Change Order 1 (deduct)		(150.86)
Change Order 2 (deduct)		(93,223.97)
Total Construction Contract		\$874,041.48
Engineering/Administration		142,150.00
TOTAL	\$1,065,000	\$1,016,191.48

ALTERNATIVES:

1. a. Approve Change Order 2 for the 2021/22 Concrete Street Pavement Improvements (S Kellogg Ave and N 2nd St), a reduction in the amount of \$93,223.97
- b. Accept the 2021/22 Concrete Street Pavement Improvements (S Kellogg Ave and N 2nd St) as completed by All Star Concrete, of Johnston, Iowa, in the amount of \$874,041.48.
2. Direct staff to pursue modifications to the project.

CITY MANAGER'S RECOMMENDED ACTION:

This project has been completed in accordance with the approved plans and specifications. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.

ITEM #: 30
 DATE: 01-24-23
 DEPT: PW

COUNCIL ACTION FORM

SUBJECT: SOUTH GRAND AVENUE EXTENSION – 0.1 MILES NORTH OF SOUTH 16TH STREET NORTH 0.54 MILES TO SOUTH 5TH STREET – CHANGE ORDER NO. 5

BACKGROUND:

This project is part of the extension of South Grand Avenue from S 3rd Street to S 16th Street and associated projects to extend S 5th Street and for intersection improvements at S 16th Street/S Duff Avenue. **This project includes the extension of South Grand Avenue from South 5th Street to 0.1 North of South 16th Street.**

On March 10, 2020, City Council awarded the contract to Peterson Contractors, Inc., of Reinbeck, Iowa, in the amount of \$9,368,716.27. Five change orders have been approved:

- CO No. 1: \$16,286.26 - irrigation and electrical repair, adding a stabilized construction entrance, and removing concrete foundation.
- CO No. 2: \$1,050 - install a subdrain outlet.
- CO No. 3: \$2,090 - removal of existing timber pile in loway Creek channel.
- CO No. 4: \$24,417.58 – adding concrete structure thermal protection and changing the symbols and legends from paint to thermoplastic.
- CO No. 5: \$24,466.20 - changing bridge deck sealant as recommended by Iowa DOT.

Change order No. 6 (this action), is the balancing change order for this project and is a **deduction in the amount of \$553,461.68 bringing the total construction cost of the Grand Ave. Extension with change orders to \$8,883,564.62.** Major items in Change Order No. 6 include savings in the loway Creek pedestrian bridge and a reduction in field measured quantities.

A summary of revenues and projected expenses is shown below:

Activity	Expenses	Revenue
Engineering (overall total)	2,625,350.00	
South 5 th Street Project (Completed)	3,187,255.70	
S Grand Extension (Completed)	8,883,564.62	
S 16 th St/S Duff Ave Imp (Construction)	4,085,830.80	
Land Acquisition	841,848.40	
Tree Clearing & Temporary Signal	138,206.39	
Traffic Signal (Cabinet/Poles/Camera)	210,000.00	
Pedestrian Bridge (Relocate to Schulte)	250,000.00	
GO Bonds		11,580,000
2022/23 Stormwater Improvement Program		200,000
21/22 Water System Improvement		165,000
MPO/STP Funds (\$4,300,000 in CIP)		5,500,000
Federal/State Grants (\$4,273,000 in CIP)		2,791,485
TOTAL	\$20,222,055.91	\$20,236,485

ALTERNATIVES:

1. Approve Change Order No. 6 is a deduction in the amount of \$553,461.68 to the contract with Peterson Contractors, Inc. for the S. Grand Avenue Extension project for savings in the loway creek pedestrian bridge and a reduction in field measured quantities
2. Direct staff to pursue changes to the project.

CITY MANAGER'S RECOMMENDED ACTION:

This project is required to pass Iowa DOT audit prior to final acceptance, which is currently in process for final close-out. Approving this change order will allow the project budget to be updated while completing the audit. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.

ITEM #: 31
 DATE: 01-24-23
 DEPT: W&PC

COUNCIL ACTION FORM

SUBJECT: WATER POLLUTION CONTROL FACILITY SLUDGE PUMPING BUILDING IMPROVEMENTS PROJECT FINAL COMPLETION

BACKGROUND:

The Water Pollution Control Facility (WPC) sludge pumping building houses a variety of equipment that has become degraded over time. On July 13, 2021, the City Council awarded a contract to Woodruff Construction to replace three pumps, 17 valves, floor grating located over the intermediate and final clarifier scum pits, and install scum pit covers in this building. In addition to the equipment replacement, the building basement, stairwell, and piping had all existing coatings removed and re-coated.



Sludge Pump Building basement prior to the project



Sludge Pump Building basement after project completion

All work under this contract was completed in accordance with the plans and specifications. An Engineer's Certificate of Final Completion has been issued.

Project Expenses

Construction	\$ 369,700.00
Change Order(s)	8,326.24
Total Expenses	\$ 378,026.24

The authorized project budget is shown below. The project was designed in-house, so there are no engineering fees.

Authorized Budget

FY 2020/21 CIP	\$ 183,000
Digester Improvements CIP Savings	182,742
Digester Cover Insurance Reimbursement	83,330
Total Project Budget	\$ 449,072

The remaining balance of funds in the project account will be used to replace the scum cover pits and other valves; all work that will be performed by City staff.

ALTERNATIVES:

1. Accept final completion of the Sludge Pumping Building Improvements Project in the amount of \$378,026.24 and authorize final payment and release of retainage, in accordance with the contract, to Woodruff Construction, Inc.
2. Do not accept completion of the Sludge Pumping Building Improvements Project at this time.

CITY MANAGER'S RECOMMENDED ACTION:

All work on the project has been satisfactorily completed, and an Engineer's Statement of Completion has been issued. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.



ENGINEER'S STATEMENT OF COMPLETION

Water Pollution Control Facility
Sludge Pumping Building Improvements
Contract No. 2021-151


Engineer: Ames Water and Pollution Control Department

Contractor: Woodruff Construction, Inc.

I hereby certify that the Water Pollution Control Facility Sludge Pumping Building Improvements Project, by a contract awarded by the Ames City Council on July 13, 2021, has been satisfactorily completed in general compliance with the terms, conditions, and stipulations of said contract.

The work was completed on January 17, 2023.

I further state that the total amount due to the contractor for the fulfillment of said contract is \$378,026.24.



John R. Dunn, PE, MBA
Director, Water & Pollution Control

Date: January 17, 2023



ITEM#: 32
 DATE: 01-24-23
 DEPT: PW

COUNCIL ACTION FORM

SUBJECT: 2021/22 SEAL COAT STREET PAVEMENT IMPROVEMENTS – (STAFFORD AVE – E 13TH ST TO SOUTH END)

BACKGROUND:

This is the annual program for removal of built-up seal coat and reconstruction with an asphalt surface. This program restores surface texture, corrects structural deficiencies, and increases life expectancy of these streets. **This project was on Stafford Avenue, south of E 13th Street.**

On February 8, 2022, City Council awarded the contract to Manatt’s Inc., of Ames, Iowa, in the amount of \$990,785.14. Three change orders were administratively approved by staff. Change Order No. 1, in the amount of \$8,489.80, was to remove and replace sanitary sewer services. Change Order No. 2, in the amount of \$2,619.46, was for an additional water service. Change Order No. 3 (balancing) is a deduction in the amount of \$12,904.26, which reflects the actual measured quantities completed during construction. **Construction was completed in the amount of \$988,990.14.**

Revenue and expenses associated with this program are estimated as follows:

	Available Revenue	Estimated Expenses
2021/22 Seal Coat Imp. (G.O. Bonds)	\$ 750,000	
2021/22 Water System Imp. (Water Utility Fund)	388,537	
Original Construction Contract		\$ 990,785.14
Change Order #1		8,489.80
Change Order #2		2,619.46
Change Order #3		(12,904.26)
Total Construction Contract		\$988,990.14
Engineering/Administration		\$ 148,350.00
	\$1,138,537	\$1,137,340.14

ALTERNATIVES:

1. Accept the 2021/22 Seal Coat Street Pavement Improvement (Stafford Ave – E 13th St to South End) project as completed by Manatt’s Inc. of Ames, Iowa, in the amount of \$988,990.14.

2. Direct staff to pursue changes to the project.

CITY MANAGER'S RECOMMENDED ACTION:

This project was completed in accordance with the approved plans and specifications. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.

ITEM#: 33
 DATE: 01-24-23
 DEPT: PW

COUNCIL ACTION FORM

SUBJECT: 2018/19 SHARED USE PATH EXPANSION – TRAIL CONNECTION SOUTH OF LINCOLN WAY (BEEDLE DRIVE TO FRANKLIN PARK)

BACKGROUND:

This program provides for construction of shared use paths on street right-of-way, adjacent to streets and through greenbelts. The Transportation Plan identifies those paths that separate bicycle traffic from higher-speed automobile traffic. **The location for construction of a shared use path with this project was south of Lincoln Way between Beedle Drive and Franklin Park.**

On September 22, 2020, City Council awarded the project to Howrey Construction, Inc. of Rockwell City, Iowa, in the amount of \$264,834.60. One change order has been approved for a decrease of (\$29,185.50) to reflect final measured quantities, **bringing the final construction cost to \$235,649.10.**

Revenues and expenses for this project are shown below:

	Revenue	Expenses
Local Option Sales Tax	\$329,854	
AAMPO TAP Funds	\$159,000	
Permanent Easements		\$ 48,790.00
Construction		\$ 235,649.10
Professional Design Services		\$ 62,138.00
Engineering and Administration		\$ 53,000.00
	<u>\$488,854</u>	<u>\$ 399,577.10</u>

ALTERNATIVES:

1. Accept the 2018/19 Shared Use Path System Expansion – Trail Connection South of Lincoln Way (Beedle Drive to Franklin Park) project as completed by Howrey Construction, Inc. of Rockwell City, Iowa, in the amount of \$235,649.10.
2. Direct staff to pursue modification to the project.

CITY MANAGER’S RECOMMENDED ACTION:

The project has now been completed in accordance with the approved plans and specifications. **Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.**

ITEM #: 34
DATE: 01-24-23
DEPT: P&H

COUNCIL ACTION FORM

SUBJECT: APPROVAL OF 2022 ANNUAL CERTIFIED LOCAL GOVERNMENT REPORT INCLUDING 2023 WORK PLAN

BACKGROUND:

Under the Certified Local Government (CLG) Agreement with the State Historic Preservation Office (SHPO), local governments and their Historic Preservation Commissions (HPCs) are responsible for submitting an annual report documenting the City's and Commission's preservation work during the previous calendar year. The report documents that the City has met the requirements of the CLG program and is in good standing. The report also includes a Work Plan for 2023.

SHPO requires that an HPC representative provide details of the HPC's 2022 accomplishments and the Work Plan for 2023 to the City Council, followed by the Mayor acknowledging completion of this requirement.

The Ames Historic Preservation Commission (HPC) met on November 14 and December 12, 2022, to develop and approve the 2023 Work Plan, based upon the Ames Comprehensive Historic Preservation Plan Goals and Objectives (updated in 2021). The HPC documented its accomplishments for 2022 at its meeting on January 9, 2023.

Attachment A is the portion of the CLG Report that addresses the accomplishments, successes, and challenges of the previous calendar year (2022). The primary discussion topic for success and challenges was the work related to the Historic Resource Survey for the Chautauqua Park – Ridgewood Neighborhood, partially funded by a \$14,000 state grant. The project included research and neighborhood outreach along with preparation and submittal of the survey for state approval.

The conclusion of staff and the HPC was that the historic resource survey project itself was valuable to the understanding of the neighborhood's history and that of the City's history. However, it was also concluded that any future grant application would need to have better administrative understanding of the City as the grant recipient and to approach the work differently than to rely on HPC volunteers as project lead, student interns employed by the City, and staff.

With City Council's approval of the CLG report, a work plan will be approved for the HPC during the upcoming year. Attachment B is the summary of the 2022 Work Plan and includes the proposed 2023 Work Plan. The Work Plan does not include any requests for funding beyond the annual \$2,000 appropriation for awards, outreach, and education.

Notable new initiatives for the 2023 Work Plan include:

- Follow-up on the Chautauqua Park – Ridgewood Intensive Survey. Determine if the neighborhood supports a National Register nomination and/or a Local Historic District overlay. Pursue grant funding for preparation of a nomination to the National Register, if supported by the neighborhood and City Council; *(Note a grant application naming the City as the recipient is subject to City Council authorization)*
- Distribute educational materials to Old Town property owners and residents on preserving and improving historic properties;
- Collaborate with the Ames History Museum and Ames Chamber of Commerce to host a community “history” event during Historic Preservation Month (May); and
- Participate in the City’s Climate Action Plan by providing comments on the role of Historic Preservation actions to support energy savings and renewal as part of the City’s Climate Action Plan.

ALTERNATIVES:

1. Approve the 2022 accomplishments of the Historic Preservation Commission (HPC) and the Work Plan for 2023 as described in the 2022 Certified Local Government Report, and direct the Mayor to acknowledge completion of the report for staff to submit the report to the state
2. Refer the 2022 CLG Report back to the Historic Preservation Commission (HPC) and/or staff for revisions.

CITY MANAGER’S RECOMMENDED ACTION:

The HPC has documented its accomplishments for 2022 and has developed a 2023 Work Plan that represents its priorities for the current calendar year. The Work Plan focuses on resources utilized by the HPC and does not require additional City resources beyond planned staff time for support of the HPC. Therefore, it is the recommendation of the City Manager that the City Council approve Alternative #1.

Attachment A -Accomplishments *(Excerpt of the 2022 CLG Report)*

8.1 Describe the city, county, LUD, and/or historic preservation commission's historic preservation planning activities in this calendar year.

- In December 2021, the Ames City Council adopted Ames Plan 2040, (the City's Comprehensive Plan) to guide the city over the next 20 years. It recognizes the Ames Comprehensive Historic Preservation Plan & Report as a guide for City priorities related to historically significant structures.
- 2022 Work Plan- In March 2022, the Ames Historic Preservation Commission approved the 2022 Work Plan for the year and identified successes and challenges from 2021.
- Awards Program- Nominations for the 2022 Annual Historic Preservation Awards Program were open in January and February; however, no nominations were received. Therefore, no awards were conveyed for 2022.
- Subcommittees were established for the following purposes: Guiding review of Ames Municipal Code, Chapter 31 Historic Preservation; Providing CLG Grant training and oversight; and Planning of an educational event in 2023.
- National Historic Preservation Month Proclamation- On April 26, 2022, the City Council made a proclamation in observance of May being National Historic Preservation Month.
- Review of the Historic Preservation chapter (Chapter 31) in the Ames Municipal Code was a standing agenda item. Each meeting included a review of various sections.
- Discussed opportunities for a Community Education event in 2023 and did preliminary planning for an event to be held in May 2023.
- 2023 Work Plan- In November and December 2022, the Ames Historic Preservation Commission discussed and approved the 2023 Work Plan for 2023.
- The Ames City Council approved a fiscal year 2022/23 budget of \$2000 for historic preservation activities. The funding is to be used for training and attendance at conferences for members of the Ames Historic Preservation Commission, as well as the Historic Preservation Annual Awards Program, publications, and other educational programs.
- Additionally, the Ames City Council funded \$49,102 to the Ames History Museum for the following contracted services for the 2022 calendar year:
 - Display of six virtual or in-person exhibits;
 - Posting of 250 photos or stories on social media or the website;
 - Presentation of 30 programs;
 - Response to no fewer than 100 research requests;
 - Providing 75,000 public interactions through programs, exhibits, online posts and resources, and research assistance;
 - Hosting two programs related to the 19th Amendment;
 - Storing and preserving 4,000+ Ames history artifacts and archives including City of Ames records;

- Cataloging at least 250 historical Ames collections objects;
- Partnering with no fewer than five community organizations, once in the first half of 2022 and again in the second half of 2022, for programs or special projects;
- Reaching all five public elementary schools with 3rd grade programming; and
- Reaching 50% of Ames Community School District Third Grade classes with Ames History Programming.

8.2 Describe the city, county, LUD, and/or historic preservation commission’s assistance on preservation issues or projects in this calendar year. Please be specific (address(es) of property(ies), what was the issue(s), what technical assistance was provided?)

- Members of the Ames Historic Preservation Commission (HPC) and City staff met with the individual owners of property in the Old Town Historic District to review applications for the following:
 - Alterations to an existing rear deck (809 Burnett Avenue, deck); and
 - Construction of new brick fencing in the rear yard (802 Burnett Avenue, fence).
 A Certificate of Appropriateness was issued by the Commission or staff, for each project. A total of two Certificates were issued in 2022.
- Several training sessions were held by HPC professionals [Mary Jo Winder, Susan Minks, and Ted Grevstad-Nordbrock (former HPC member)] for student investigators completing the Intensive Level Survey of the Chautauqua Park and Ridgewood Additions.
- Chautauqua Park-Ridgewood Intensive Level Survey.
- HPC professionals provided review and editing of materials produced for the Chautauqua Park-Ridgewood Intensive Level Survey.
- The HPC approved the nomination of Pi Kappa Alpha Fraternity House at 2112 Lincoln Way to the National Register of Historic Places.
- The HPC recommended approval of an amendment to the City’s Downtown Façade Grant program to include eligibility for the rehabilitation of historically significant character defining features.
- Ames City Council approved modifying the Downtown Façade Grant Program to allow for qualifying rehabilitation façade grants for contributing structures to the National Historic District.

8.3 Describe the city, county, LUD, and/or historic preservation commission’s public education programs in this calendar year.

Please provide specific details such as date of event, description of the event, how many people participated, whether the commission partnered with other organizations)

- A Neighborhood meeting was held to convey findings of the Chautauqua Park-Ridgewood Intensive Level Survey to property owners and other interested parties.

Two Historic Preservation Commission members participated in the presentation along with City staff. A total of five HPC members were in attendance. A handout was distributed that described the difference between a National Register Historic District and a Local Historic District.

9. Are there any particular issues, challenges, and/or successes your preservation commission has encountered or accomplished this year?

Successes-

- A notable success for 2022, was the completion of an Intensive Level Survey of the Chautauqua Park and Ridgewood Additions, which included 150 properties. The Survey was funded through a CLG Grant, in the amount of \$14,000 (the second largest grant award in the State's 2021 annual program), and in-kind donation of volunteer hours. The effort utilized graduate students (as City employees) to do the investigative work. Historic Preservation Commission members participated in the project with a focus on review of consistency with the Department of the Interior Standards as historic preservation professionals. The project was managed through the City's Planning and Housing Department.
- A Neighborhood Meeting was held in October 2022 to discuss the findings with the neighborhood. The meeting was well-attended and a poll of those in attendance indicated supportive of proceeding with a National Register nomination.
- Additionally,
 - The City of Ames continues to provide funding to the Ames Historical Museum for a variety of services including education and research.
 - The Ames Historic Preservation Commission received a presentation on the City's Climate Action Plan.
 - The City of Ames Historic Preservation Commission had representation by Mary Jo Winder at the 2022 Preserve Iowa Summit in Mason City, Iowa, held on June 2-4, 2022 and at the (NAPC) Commission Assistance and Mentorship Program (CAMP) held in Van Horne, Iowa on April 30, 2022.
 - Granting Certificates of Appropriateness. Review of applications resulted in the timely issuance of two Certificates of Appropriateness for two properties.
 - The Historic Preservation webpage on the City of Ames website continues to be regularly updated. It is frequented by the public and the Commission as a tool for public awareness about historic preservation in Ames.

Challenges-

- It was not anticipated by the HPC or City planning staff that the graduate students hired to do the investigative work for the Intensive Level Survey of the Chautauqua Park and Ridgewood Additions would have to be hired as City employees, with the work being done in-house. This meant that the work also had to be managed by City staff. As a result, City staff contributed a substantial number of in-kind volunteer hours toward the successful completion of the project, which was not anticipated. Although the opportunity to provide a hands-on learning experience for one or two students in historic preservation was achieved, it is likely that future surveys or nominations would be administered differently by the City and may rely upon a consultant.

- Due to Human Resources protocols, the expectations of management and how the students would be hired was unclear and the project had to be managed differently. Due to these conflicts, the outcome of the project was managed more by the city, rather than the commission and Mary Jo Winder, project manager. In conclusion, for future projects related to CLG grants, there will be evaluations from City and Commission resources and hiring practices.
- Having access to proper forms from the SHPO did cause a delay and rework of some of the survey project.

Attachment B- Work Plan (*Excerpt of the 2022 CLG Report*)

18. Each CLG was asked to provide a work plan last year. Please provide a self-assessment of your progress on the initiatives and programs you identified last year. Were you able to accomplish much of what you set out to do? If not, what would help you fulfill this in next year's work plan?

2022 WORK PLAN – [ACHPP" = Ames Comprehensive Historic Preservation Plan]

Educate the Public Concerning the Value and Benefit of Historic Preservation.

[GOAL #4, ACHPP]

- Facilitate the dissemination of historic preservation information. [Objective 4.C, ACHPP]
 - Collaborate with the Ames History Museum and Iowa State University on resources and possible joint projects.
 - Involve Iowa State University students in historic preservation for the community.
- Continue with funding for training of Commission members and developing educational resources about Ames history and historic resources. [Objective 4.A, ACHPP]
- Participate in educational opportunities afforded by the by the 2022 Preserve Iowa Summit Continue Historic Preservation Commission Annual Historic Preservation Awards Program, and present awards with the Mayor at a City Council meeting in April or May.
- Continue to recognize May as Preservation Month with a Proclamation by City Council.
- Seek speakers for presentations of timely preservation topics in Ames. [Objective 4.A, ACHPP]
- Seek membership in the National Alliance of Preservation Commissions.

***Assessment of Progress in 2022:**

- Dissemination of Information- The Ames City Council funded \$49,102 to the Ames History Museum for the dissemination of historic preservation information as described in question 8.1.
 - The HPC is collaborating with the Ames History Museum on an educational event in 2023.
 - Two graduate students were utilized as investigators for the Chautauqua Park- Ridgewood Intensive Survey.
- Training- Funding for HPC training was included in the City budget by the Ames City Council. One commission member was able to participate in the 2022 Preserve Iowa Summit in Mason City, Iowa, held on June 2-4, 2022 and in the (NAPC) Commission Assistance and Mentorship Program (CAMP) held in Van Horne, Iowa on April 30, 2022.
- Awards- The 2022 Awards Program did not receive any nominations. Therefore, no awards were granted in 2022.

- Proclamation- The Mayor and City Council made a proclamation to recognize May as Preservation Month.
- NAPC- In July, the HPC joined the National Alliance of Preservation Commissions.

Promote the Economic Development and Vitality of the City through Historic Preservation. [GOAL #6, ACHPP]

- Partner with Ames Main Street to offer a presentation on the use of tax credits available for properties in both the Old Town Historic District and the Ames Main Street Historic District. [Objective 4.A, ACHPP]
- Continue granting Certificates of Appropriateness in a timely manner. Make resources readily available (such as, handouts with illustrations [Objective 3.B.1, ACHPP]) to enable the public to be more aware and compliance more easily understood with design guidelines and design standards.

**Assessment of Progress in 2022:*

- The HPC is partnering with the Ames History Museum and the Ames Chamber of Commerce in planning an educational event in May 2023.
- Certificates of Appropriateness (COA) - The timely granting of COAs continued in 2022 as in past years. City staff has the authority in Chapter 31 to issue a COA for alterations to existing structures provided the alterations are consistent with the Design Guidelines and Design Criteria. Approval from the Historic Preservation Commission is required for all new construction or any building addition that increases the amount of gross floor area.

Enhance municipal policies to protect historic resources and implement policies through identification, effective legislation, and efficient regulatory measures. [GOAL #3, ACHPP]

- Conduct surveys of historic resources with the support of City Council, and grant funding. [Objective 3.A & 3.A.1 & 3.C.1]
 - Continue to improve Ames inventories of historic properties through an Intensive Survey of Chautauqua Park/Ridgewood neighborhood. [Objective 3.A & GOAL #2, ACHPP]
 - Successfully complete intensive survey of Chautauqua Park/Ridgewood neighborhood by August 31, 2023.
- Work with Staff to revise the Downtown Façade Grant program to include the preservation of historic character-defining elements, as features available for funding. [GOAL #3 & Objective 3.D, GOAL #2, & Objective 6.C, ACHPP]
- Address internal inconsistencies, when identified, with updated Chapter 31 design guidelines to reflect the compatible use of new materials, technologies, and sustainability measures. [Objective 3.B.1, ACHPP]
 - Review Chapter 31 for clarity and conciseness. Explore revisions to make it more user-friendly.

*Assessment of Progress in 2022:

- Surveys of Historic Resources- A notable success for 2022, was the completion of an Intensive Level Survey of the Chautauqua Park and Ridgewood Additions, which included 150 properties. A Neighborhood Meeting was held in October 2022 to discuss the findings with the neighborhood. The meeting was well-attended and a poll of those in attendance indicated supportive of proceeding with a National Register nomination.
- A subpage was added to the City's webpage with links to past historic surveys and National Register nominations.
- The City's Downtown Façade Grant program was amended to include eligibility for the rehabilitation of historically significant character defining features.
- Chapter 31 continued to be reviewed during 2022.

Continue to Use the Ames Comprehensive Historic Preservation Plan as a Working Document. [Objective 5.C, ACHPP]

- Review the Ames Comprehensive Historic Preservation Plan Report and determine next year's priorities and work plan, in November or December. [Objective 5.C.1, ACHPP]
- Obtain approval from the City Council for priorities determined by the Commission following each review of the Ames Comprehensive Historic Preservation Plan Report. [Objective 5.C.2, ACHPP]

*Assessment of Progress in 2022:

- In November and December 2022, the Ames Historic Preservation Commission discussed and approved the 2023 Work Plan for 2023, based upon the priorities in the Ames Comprehensive Historic Preservation Plan.
- Approval from the City Council for the 2023 Work Plan will be on the City Council Agenda for January 24.

19. Each commission should develop a work plan for the coming year. This work plan should include the project(s), initiatives, and programs you plan to begin or complete. Also discuss your plan for obtaining historic preservation training in 2023. Please attach your work plan to your annual report.

2023 WORK PLAN – [Note: "ACHPP" = Ames Comprehensive Historic Preservation Plan]

Educate the Public Concerning the Value and Benefit of Historic Preservation
[GOAL #4, ACHPP]

- Facilitate the dissemination of historic preservation information. [Objective 4.C, ACHPP]
 - Collaborate with the Ames History Museum to host a community "history" event in 2023. [Objective 4.A, & 1.C, ACHPP].
 - Hold an information session for the South Brookside Neighborhood Association to determine if the Chautauqua Park – Ridgewood community

supports nomination to the National Register and/or pursuing protection of their neighborhood through a Local Historic District overlay. Pursue grant funding for preparation of a nomination to the National Register, if supported by the Chautauqua Park – Ridgewood community and the City Council. [Objectives 3C.1 & 2D.1 ACHPP]

- Reach out to Old Town Historic District property owners with educational materials on preserving and improving historic properties. [Objective 2.C & 4.C, ACHPP]
- Continue to keep the Historic Preservation webpages updated. [Objective 4.B & C, ACHPP]
- Explore hosting a National Alliance of Preservation Commissions (NAPC) Commission Assistance and Mentorship Program (CAMP) or Webinar. [Objective 4.A, ACHPP]
- Continue with funding for training of Commission members and developing educational resources about Ames history and historic resources. [Objective 4.C, ACHPP]
- Participate in educational opportunities afforded by the 2023 Preserve Iowa Summit, June 1-3 in Sioux City IA. [Objective 5.A, ACHPP]
- Continue Historic Preservation Commission Annual Historic Preservation Awards Program, and present awards with the Mayor at a City Council meeting in April or May. [Objective 4.C, ACHPP]
- Continue to recognize May as Preservation Month with a Proclamation by City Council. [Objective 4.C, ACHPP]
- Continue membership in the National Alliance of Preservation Commissions. [Objective 5.A, ACHPP]

Promote the Economic Development and Vitality of the City through Historic Preservation [GOAL #6, ACHPP]

- Review Tax Credit speaker opportunities for 2023. [Objective 2.B & 4.A, ACHPP]
- Continue granting Certificates of Appropriateness in a timely manner. [Objective 3.E, ACHPP]

Enhance municipal policies to protect historic resources and implement policies through identification, effective legislation, and efficient regulatory measures. [GOAL #3, ACHPP]

- Continue review of Chapter 31.
- Continue to review and participate in the City’s Climate Action Plan and provide comments on the role of Historic Preservation actions to support energy savings and renewal. [Objective 6.B, ACHHP]

Continue to Use the Ames Comprehensive Historic Preservation Plan as a Working Document. [Objective 5.C, ACHPP]

- Review the Ames Comprehensive Historic Preservation Plan Report and determine next year's priorities and work plan, in November or December. [Objective 5.C.1, ACHPP]
- Obtain approval from the City Council for priorities determined by the Commission following each review of the Ames Comprehensive Historic Preservation Plan Report. [Objective 5.C.2, ACHPP]

Mayor's Signature Page

Certified Local Government Annual Report

Name of Certified Local Government: _____

Signature of person who completed this report

Date

I certify that a representative of the historic preservation commission has attended a public meeting and presented the details of this report to the city council (city CLG) or the Board of Supervisors (county CLG).

Date of public meeting

Signature of Mayor or Chairman of the Board of Supervisors

Date

Printed Name of Elected Official

Please upload this completed form with your annual report on SlideRoom.

Thank you.

ITEM #: 36
DATE: 01-24-23
DEPT: P&H

COUNCIL ACTION FORM

SUBJECT: PROVIDERS/PUBLIC INPUT FOLLOW-UP REGARDING HOME AMERICAN RESCUE PROGRAM (HOME-ARP) ALLOCATION PLAN

BACKGROUND:

In September 2021, the City of Ames was officially notified that we would receive \$1,269,248 of the HOME-ARP funding. This funding is in addition to the City's regular HOME funding. Congress appropriated HOME-ARP funding as part of the American Rescue Plan (ARP) Act to give qualified participating jurisdictions (PJs) significant new resources to address their homeless assistance needs by creating various affordable housing options. In October 2021, the City signed and returned the HOME-ARP Grant Agreement with HUD for this **special one-time** round of funding.

With the approval of the HOME-ARP Grant Agreement, the City as the PJ is responsible for ensuring that all grant funds are used in accordance with all program requirements and is a legally binding agreement between the Department of Housing and Urban Development and the City of Ames.

HOME-ARP funds must be used for individuals or families from the following qualifying populations (QPs):

- 1) homeless;
- 2) at risk of homelessness;
- 3) fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking;
- 4) other populations where providing assistance would prevent the family's homelessness or would serve those with the greatest risk of housing instability including veterans and families their veteran families.

HOME-ARP funds can be used for the following four-eligible activities:

1. the production or preservation of affordable rental housing.
2. tenant-based rental assistance (TBRA);
3. supportive services (including homeless prevention services and housing counseling services); and
4. the purchase or development of non-congregate shelters for individuals and families experiencing homelessness.

ARP can provide up to 5 percent of the grant for the operating cost of Community Housing Development Organizations (CHDOs) and other non-profit organizations, including homeless providers. Five percent of the funds are also available to these organizations for administrative capacity building. Additionally, HOME-ARP provides up to 15 percent

of the allocation for the administrative and planning cost of the participating jurisdiction (PJ) and sub-recipients administering all or a portion of the grant.

HUD has published very detailed and very restrictive program regulations and requirements. There are four (4) very specific requirements:

- 1) The Allocation Plan must be submitted to HUD by March 31, 2023;
- 2) All funds must be expended by September 30, 2030, and any remaining funds will be returned to the US Treasury;
- 3) PJs must conduct stakeholder consultations to gain feedback on the community needs of the funding, and
- 4) HUD must approve the Allocation Plan before funds are made available.

In addition to these requirements, the City will be required to amend its 2021-2022 CDBG/HOME Annual Action Plan to include all activities to be implemented.

To date, the staff has participated in several HOME-ARP Webinars and has contacted PJs across the country to gain knowledge and expertise in the complexities of the program requirements and processes.

PUBLIC OUTREACH:

As part of the HOME-ARP consultation outreach process (# 3 requirement above), the staff notified and invited through email and postcard mailings approximately fifty-two (52) local agencies that included: Continuum of Care Agencies, Veteran Groups, Domestic Violence-Human trafficking, Homeless Providers, Churches, Low-Income Housing Providers, and other various human service agencies to attend one special stakeholder public forum on January 9th.

Additionally, through emails and social media announcements, staff invited the general public, neighborhood groups, and other activist groups to two public forums held on January 12th. All three forums were held at the Ames Public Library. Additionally, staff sought input through online surveys for both stakeholder agencies and the general public from through January 18th.

The following agenda was presented, and the forum attendees were given the opportunity to participate in a group discussion regarding the agenda items:

1. Welcome, Introductions, and Meeting Purpose
2. Overview of the HOME-ARP Program
3. HOME-APR Qualifying Populations and Eligible Uses
4. Discussion of Needs and Priorities /Group feedback
5. Tentative Timeline for next steps

The stakeholders' forum was videotaped and is available on the Housing Division's website at www.cityofames.org/housing.

Stakeholder Feedback

At the January 9th stakeholder public forum, 25 persons attend. Twenty-two (22) stakeholder agencies: CFR, YSS, Martha's House of Hope, Good Neighborhood, The Bridge, Story County General Assistance, Story County Public Health, Salvation Army, ACCESS, Central Iowa Regional Authority (CIRHA), MICA, Legal Aid Society and Wings

of Refuge. Three were from “Other groups”: Ames Chamber of Commerce, Story County Housing Trust Fund, and Home Allies. **Due to the limited amount of HOME-ARP funding (approximately \$1,078,861, after administration), the two main conversations of the forums were to gain feedback on prioritizing the top qualifying populations (QPs) and the top eligible activities that should be addressed.**

1. The top QPs were:
 - #1 was Individuals experiencing homelessness (sheltered and unsheltered)
 - #2 was Supportive Services (legal, job training, mental health services, etc.)
2. The top eligible activities were:
 - #1 was Non-Congregate Shelters
 - #2 was the Production of Affordable rental housing
 - #3 was Supportive Services.

General Public Feedback

At the January 12th general public forums, 4 persons attended (3 at mid-day and 1 in the evening) representing: AMOS, and The Bridge Home.

1. The top QPs were:
 - #1 was individuals experiencing homelessness (sheltered and unsheltered) and individuals at risk of homelessness
 - #2 was persons fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking.
2. The top eligible activities were:
 - #1 was non-congregate shelters
 - #2 was a split between the Production of affordable rental housing and TBRA
 - #3 was supportive services.

On-Line Public Survey Feedback

From the online surveys, there were sixty-one (61) responses (55-Public and 6 Stakeholders). The online Public Survey asked respondents to 1) rank the most important needs for HOME-ARP funds for the community and; 2) list their top five supportive service needs to support housing needs in Ames.

1. The top eligible activities were:
 - #1 was the production of and preservation of affordable rental housing
 - #2 was TBRA
 - #3 was non-congregate shelter
 - #4 was Supportive Services
2. The top five Support Services needs were:
 - #1 mental health services;
 - #2 childcare;
 - #3 employment assistance and job training;
 - #4 housing search assistance, and counseling
 - #5 was a tie of the following: Food Assistance, Case Management, Transportation, and Life Skills training.

On-Line Stakeholders Feedback

1. The eligible activities were:

- #1 was Non-Congregate Shelter,
- #2 was the Production of and Preservation of Affordable Rental Housing, and
- #3 was TBRA.

Summary of Feedback From Stakeholders and Public

The feedback from stakeholders and the public seems to indicate that the primary QPs focus is homeless populations and at-risk homelessness populations, while the primary activities are Non-Congregate Shelter, Production and Preservation of Affordable Rental Housing. TBRA and Supportive Services were next in priority.

Staff Comments:

After reviewing the housing needs data in the City's current 2019-2023 Consolidated Plan, the most current projects and programs in our 2021-2023 Annual Actions Plans, and feedback from the City's ASSET Team; staff believes the HOME- ARP funding should be used to address the following:

1. Qualifying Populations:

- #1 Homeless individuals and families, individuals, and families at risk of homelessness,
- #2 Persons fleeing or attempting to flee domestic violence, dating violence, sexual assault, stalking, or human trafficking

2. Eligible Activities:

- #1 Non-Congregate Shelter (for both Homeless and Persons fleeing violence)

Staff's rationale for proposing these QPs priorities and eligible activities are as follows:

- These activities are consistent with the goals and priorities in the City's 2019-2023 5-Year Consolidate Plan.
- Since the City is currently using our regular HOME allocation to partner with a developer to increase the supply of low-income multi-family units in the Baker Subdivision, the focus of this ARP funding can be directed toward providing Non-Congregate Shelters to include populations fleeing violence.
- The City's future regular HOME allocations can be used for Tenant Based Rental Assistance (TBRA) for needy individuals and families at the very low and low-income levels.
- The use of one-time funds should be used for one-time expenditures, such as for capital improvements. If used for operating costs, there will be a challenge identifying future funding to continue the services once the HOME ARP funds are depleted.
- The ASSET Team is providing the necessary funds for Supportive Services and adding this would be a duplication of benefits.
- To meet HUD's timeline for the expenditure of the grant funds, the top focus should be Brick and Mortar activities and activities that the City has expertise and experience in implementing in a timely manner .

ALTERNATIVES:

1. The City Council can approve the proposed populations and activities for the HOME-ARP Allocation Plan Program and proposed estimated budget (Attachment A), direct staff to prepare the draft allocation plan, and set March 28, 2023, as the date of the public hearing for approval of submitting the plan to HUD on or by March 31, 2023.
2. The City Council can approve the proposed populations and activities for the HOME-ARP Allocation Plan Program and proposed estimated budget (Attachment A), direct staff to prepare the draft allocation plan **with modifications**, and set March 28, 2023, as the date of the public hearing for approval of submitting the plan to HUD on or by March 31, 2023.
3. The City Council can decide not to submit a HOME-ARP Allocation Plan at this time.

CITY MANAGER'S RECOMMENDED ACTION:

This is another funding opportunity for the City of Ames to help address the continued impact of the pandemic, specifically for the homeless, and other vulnerable populations in our community. Using the HOME-APR funding to focus on Brick and Mortar activities will also help to spend all of the designated funds in a timely and impactful manner. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1.

ATTACHMENT A

Proposed 2021-2022 Amended Action Plan HOME-ARP Activities and Expenditure Budget:	
Activities	Budget
Acquisition/ Demolition/Rehabilitation for Non-Congregate Housing	\$1,078,861
General Administration for HOME-ARP	\$190,387
Total	\$1,269,248
APPROVED AMENDED 2021 Action Plan Revenue Budget:	
2021 HOME-APR Allocation	\$1,269,248
Grand Total CDBG & HOME	\$1,269,248

ITEM #: 37
DATE: 01-24-23
DEPT: P&H

COUNCIL ACTION FORM

SUBJECT: SETTING THE DATE OF PUBLIC HEARING AS FEBRUARY 14, 2023, FOR THE SALE OF CITY-OWNED LOTS 2 TO 8 IN THE BAKER SUBDIVISION ALONG WILMOTH AVENUE TO HABITAT FOR HUMANITY OF CENTRAL IOWA

BACKGROUND:

In 2015 the City of Ames acquired a 10+ acre site located at 321 State Avenue (formerly the site of the Old Ames Middle School) with funds from the City's Community Development Block Grant (CDBG) Program. The site was purchased to develop a subdivision that will support the affordable housing goals of the City as a mixed-income development, with a minimum of 51% of the homes affordable to low- and moderate-income households. The City approved the Baker Subdivision in 2020 to further this goal for the site. The subdivision consists of 27 buildable lots; 26 single-family lots and 1 lot for multi-family units (see attachment A).

The City has progressed toward making lots available for housing development with the adoption of subdivision covenants in December 2021. In July 2022, the City of Ames, as the developer of the subdivision, completed the public infrastructure improvements (streets, water, sewer, electrical, sidewalks, including geothermal for the 26 single-family lots. (see attachment A). **The City is now in the position to begin developing the lots for the construction of single-family homes.** As noted above, 51% (14) of the lots have to be used for low and moderate-income households to meet federal CDBG requirements. Additionally, Lot 27 is set aside for affordable multi-family housing development.

Habitat for Humanity of Central Iowa (HHCI) has approached the staff with an interest in purchasing seven (7) in the Baker Subdivision in conjunction with their award of \$1,559,660 from the Iowa HOME Grant Program (Federal American Rescue Act State and Local Fiscal Relief Funds). HHCI is aware of the covenants for the subdivision and the minimum design requirements. Staff and HHCI representatives have identified Lots 2 to 8 located south of Tripp Street and along the east side of Wilmoth Avenue as desirable for the first phase of home construction. (see attachment A).

A collaboration with HHCI would represent the 15th endeavor between Habitat and the City of Ames for creating for-sale owner-occupied affordable housing. This project will allow the City to continue to address one of its priority goals outlined in both the 2022-2023 Annual Action Plan and the 2019-2023 CDBG Consolidated Plan, which is to increase the supply of affordable housing for Low and Moderate Income (LMI) households.

Before entering into agreements with other organizations, City staff evaluates proposed partnerships for financial capacity and organizational capacity to ensure that federal requirements can successfully be completed by subrecipients. The City's Finance Director staff has reviewed a draft of HHCI's 2022 Annual Audit Report and finds it in good order including the audit opinion. Therefore, staff has been working with the HHCI Executive Board and City's Legal Department staff to begin to finalize details of the terms for the sale of Lots 2-8, which will include, but not limited to: a timeline for the start and completion of the homes, sale price, design of homes, size of homes, homebuyer approval process, homebuyer income limits, etc. HHCI has indicated a desire to start construction of three (3) homes as early as Spring-Summer 2023.

ALTERNATIVES:

1. The City Council can approve a Resolution setting February 14, 2023, as the date of the public hearing for the sale of Lots 2-8 and authorize staff to finalize the terms and conditions (including the price) for the sale sell Lots 2-8 in the Baker Subdivision to Habitat for Humanity of Central Iowa.
2. Decline to set a date of hearing for the sale of Lots 2-8 and direct staff to seek other buyers to purchase these lots.
3. Decline to sell the single-family lots at this time.

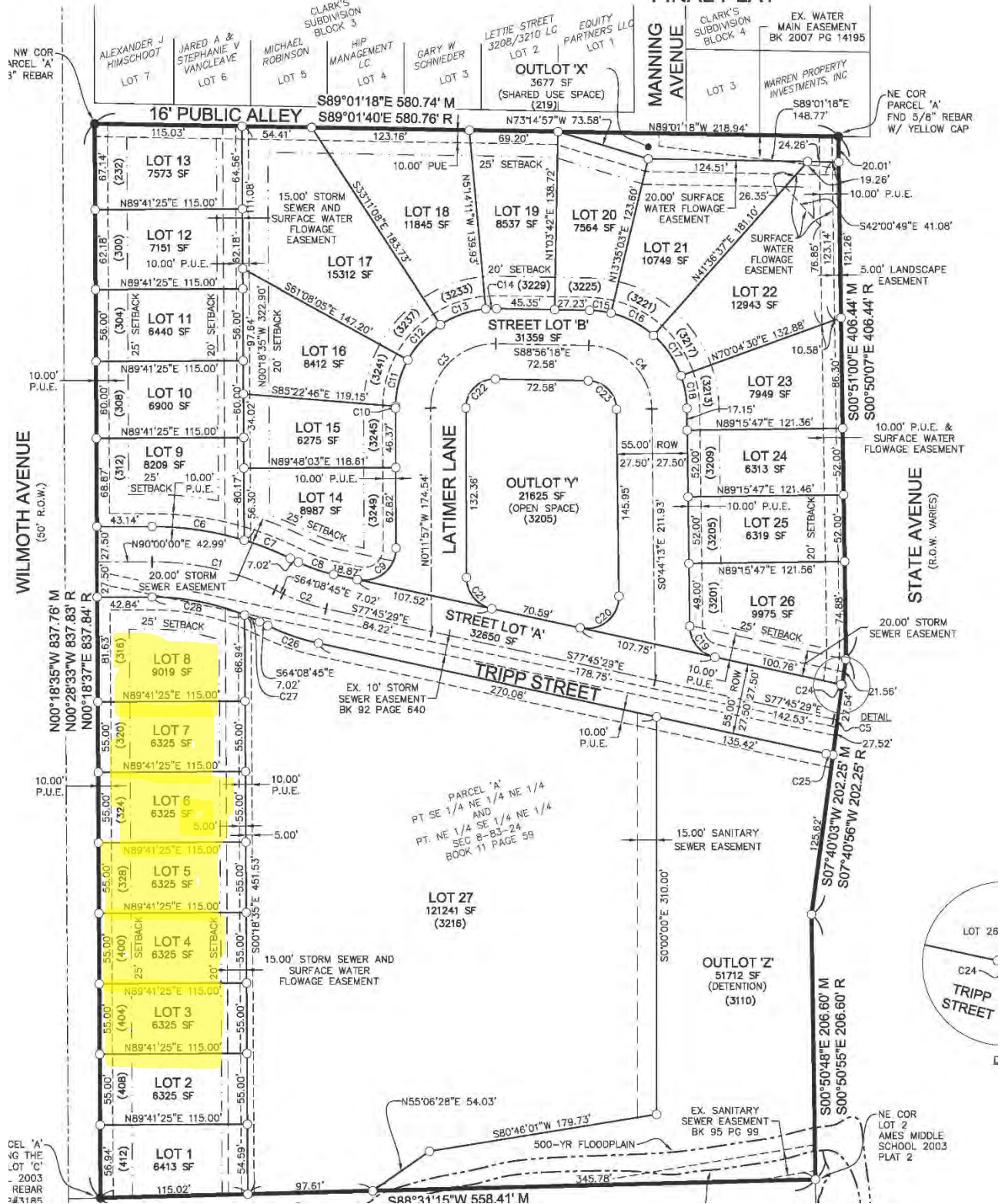
CITY MANAGER'S RECOMMENDED ACTION:

The sale of seven (7) lots in the Baker Subdivision to Habitat for Humanity of Central Iowa will assist the City in its efforts to continue to address the housing needs of low- and moderate-income first-time home buyers and will help jump-start the construction of homes in the subdivision. **With the City Council's setting of the public hearing date, staff will finalize the details of the terms for the sale of Lots 2-8, and present the sales agreement for City Council approval on February 14th.** Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1.

Location Map- Attachment A

BAKER SUBDIVISION

FINAL PLAT



Staff Report

REQUEST TO INITIATE ZONING TEXT AMENDMENT RELATING TO MINIMUM FLOOR AREA RATIOS FOR NON-CONFORMING BUILDINGS

January 24, 2023

BACKGROUND:

On December 20, City Council referred to staff a letter from Jerry Nelson regarding a property he owns at 412 Burnett Avenue. Mr. Nelson's property was three parcels before it was merged into one parcel with a plat of survey on September 6, 2022 (recorded on September 6). The lot combination was done to facilitate a building addition and remodel the buildings on the site as a single building rather than multiple buildings. Before platting, the three separate properties each had a single building; one of the buildings was demolished to make way for a larger addition. A site plan for the two existing structures and the addition was also approved administratively on September 6, 2022.

The plat and the site plan approval were contingent upon one another: neither could be approved alone and comply with zoning standards. The plat could not be approved on its own as it would create a property without the required minimum floor-area-ratio (FAR) of 1.0 for the Downtown Service Center Zoning District (DSC). FAR is the ratio of floor area to lot area. No change in lot lines is allowed that would not maintain conformance to zoning standards or worsen the consistency of the property with zoning standards. The site plan could not be approved for the addition and the remodeling on its own because the building would cross property lines, which is also prohibited.

After the site plan and plat were approved, Mr. Nelson decided to renovate the existing buildings, combining them into one, but without constructing the addition that would bring the property into compliance with the minimum FAR requirement in DSC. The building plans could not be approved, and a certificate of occupancy cannot be issued, for a property that is not in compliance with the site plan and is not in compliance with the zoning.

Staff has met with and been in communication with Mr. Nelson since early December. All the actions leading up to December were predicated on the original plan for an addition. Staff outlined the following three options regarding how to proceed with remodeling the existing building:

1. Keeping the single-parcel and constructing the addition as approved within the 3-year timeframe allowed by the Zoning Ordinance.

The owner described to staff his concerns with this option as the potential liability of code enforcement if he did not complete the addition on time. He desires to do an addition, but is unsure of its timing at this time.

2. Replatting the property into two parcels: one for the vacant lot and one for the existing structures. The existing buildings could then be remodeled to cross their joint property line, but no improvements (utilities & access) serving the existing building could rely upon the vacant lot to serve the building.

The owner described to staff his concerns with this option as potentially increasing costs of creating utility services for his remodeling with sewer service to Burnett compared to using 5th Street. It would also require modification to the planned floor plan for remodeling of the existing building space to meet ingress and egress requirements.

3. Vacate the plat and return the property to its original configuration. The buildings could not be remodeled to cross the property lines.

This option did not accomplish the goals of the owner to remodel the building into one building.

At this time the Mr. Nelson does not want to undo the lot merger and return to multiple parcels. Mr. Nelson is also concerned that completing the addition within the next three years too great to proceed at this time. Therefore, **Mr. Nelson requests the City Council consider an amendment to the Zoning Ordinance that allows for the large, combined parcel without compliance with the Zoning Ordinance and for remodeling a nonconforming building.**

If this request were to be granted with the approval of a text amendment, it would allow Mr. Nelson to keep his merged lot with the vacant portion of land, remodel the building, add an exit to the east side to the vacant area, and bring a sewer service connection through the vacant area to meet the needs of prospective tenants.

DOWNTOWN SERVICE CENTER (DSC) – CURRENT ZONING:

DSC zoning has two key design standards to support a traditional two-story historic commercial façade, typical of Main Street buildings constructed a century ago, and to efficiently use centrally located land with higher intensity uses. The first standard is the requirement that all buildings have a minimum floor area ratio of 1.0. The second standard is a requirement for two-story buildings. Buildings that do not meet these requirements are considered nonconforming. Lots cannot be created or modified that do not result in a conforming configuration or maintain conformance to a standard related to lot dimensions.

The DSC FAR and height standards have been discussed in the past, with City Council choosing not to remove these requirements for the core of the Downtown area. **Due to the importance of these two standards reinforcing the character of the historic**

downtown, staff does not support removing the requirements in their entirety as a text amendment.

OPTIONS:

If City Council wants to pursue an amendment to facilitate Mr. Nelson's maintaining the merger of lots and continuing to remodel their existing building, staff has identified two options to minimize potential undesirable outcomes while addressing this customer's issues:

Option 1: Add an exception to Section 29.303(2) – Lots that exclude conformity with minimum FAR for boundary line adjustments and lot mergers.

29.303 (2) Lots.

(a) Change in Lot Size or Shape Regulated.

No lot shall be reduced in size or changed in shape so that the total area, minimum frontage, setbacks, lot area per dwelling unit, or other development standards required by this Ordinance are not maintained. Maintaining minimum Floor Area Ratio requirements is excluded for Boundary Line Adjustments and Lot Mergers, however this does not exclude use of a lot from meeting all development standards and nonconformity requirements related to buildings and site improvements. No lot shall be divided so as to create an additional lot that is not in conformity with this Ordinance unless such lot is deeded, dedicated and accepted for public use.

This option would be the likely be the preference of the applicant because it would allow the current configuration of one parcel to remain, and they could use the vacant land area as they desire for the sewer service and exiting. **Since the building itself would still be nonconforming due to FAR and height, it could be remodeled, but not structurally changed as limited by the Zoning Ordinance. Any future changes or addition would be required to fully conform to zoning standards, including minimum FAR and height. If this change were to be approved, it may be prudent to add a plat requirement for a notice of limitations regarding future use if the lot mergers are approved to provide notice to future property owners.**

This type of text amendment could impact other properties in Downtown and potentially Campustown. These are currently the only two areas with minimum FAR requirements. The issue would arise again when a property owner owns multiple properties and it would be beneficial to merge properties for convenience of parking, building renovations, or other site changes where they do not want to do an addition and bring the site into conformance with zoning standards.

Option B: Modify Zoning Ordinance Procedures and Enforcement requirements related to finishing construction of a building within three (3) years by removing the financial penalty for noncompliance and only withhold future permits until the project is complete.

The City does not currently have a phasing option for Site Development Plan approvals. Completion of a project is required within two years with an option for a one-year extension. In this case, the applicant could proceed with their approved plan, but they are concerned that they would not complete their addition within the three-year allowance and then be subject to enforcement actions by the City.

This option would not remove any development standards, but would eliminate the most onerous enforcement language of a daily financial penalty for delaying completion of a project. This would mean that the applicant could proceed with remodeling of the site in manner consistent with their approved Site Development Plan and if they do not complete the addition, they would not be able to get other permits in the future until the addition is complete.

This choice would ensure that lot mergers only occur with the approval of a conforming Site Development Plan vs. allowing for a merger of lots for the convenience of using existing sites. This option is in the spirit of allowing for phased implementation and provides very limited flexibility to a property owner related to the phasing of their project.

STAFF COMMENTS:

The DSC standards for minimum FAR and the minimum height are designed to increase the density of development within Downtown. Staff does not advise changing those requirements. Supporting remodeling is of older buildings is also a goal of the City, within the limits of the related standards. Many buildings are remodeled downtown on existing lots, the issue of the lot merger really the unique issue for this property owner.


If City Council is interested in addressing the issue of the lot merger and remodeling, the two options described by staff limit potential negative outcomes in relation to loosening development requirements.

Attachment A Request to Council

Dear Honorable Mayor and City Council Members:

Our project at 5th and Burnett has encountered a complex issue with the zoning code relating to non-conforming structures that is preventing us from completing the renovation of the existing building. We still consider this project to be something that will be an asset to the Downtown area and respectfully ask that you direct staff to provide options to Council that would fix the issue and reasonably allow us to finish the project, provide flexibility to future projects in Downtown, and continue to support making the area more energetic and vibrant. Time is of the essence as this was surprise and we have leases in place and contractors ready to begin work for the space in the existing building. We appreciate your commitment to Downtown and your consideration.

Thank you,

A handwritten signature in black ink that reads "Jerry Nelson". The signature is written in a cursive, flowing style.

Jerry Nelson
Onondaga Investments

Staff Report

**AMENDMENTS TO DOWNTOWN URBAN REVITALIZATION AREA ELIGIBILITY
CRITERIA AND ABATEMENT SCHEDULE**

January 24, 2023

BACKGROUND:

The City Council has established an Urban Revitalization Area (URA) for the Downtown area. This URA was established in 2001 to promote façade rehabilitation for the buildings in this district. Financial assistance and tax incentives are available for rehabilitation projects that meet specific criteria related to building facades and uses (Attachment A). The program is designed to complement the current Downtown Façade Program with its design guidelines for exterior improvements. Improving the visual image and building quality of Downtown through exterior renovations is the primary goal of the programs.

On August 12, 2022, City Council received a request from Dylan Kline of the Ames Economic Development Commission (AEDC) to consider two changes to the current Downtown URA (Attachment B). One requested change was to allow for a partial property tax abatement schedule of 3, 5, or 10 years compared to the current 3-year allowance. The second request was to allow for additional projects to qualify for abatement by changing the eligibility criteria. The letter describes an interest in supporting investment Downtown regardless of whether front façades of a building are part of the improvements to a building.

In response to Mr. Kline's request, a staff report was presented to Council on November 8, 2022, which can be found [here](#). The report described the history of the program and presented four options for changes to the incentive policies regarding downtown. Staff proposed four options:

1. Modify the Downtown URA Program to offer the 3, 5, or 10 year abatement schedules for any incremental improvement made in the area as requested within the letter from the AEDC. (No Eligibility Criteria)
2. Modify the Downtown URA Program to offer the 3, 5, or 10 year abatement schedules for any incremental improvement made in the area, but not allow projects that include the demolition of existing buildings. (No Eligibility Criteria)
3. Modify the Downtown URA Program to offer the 3, 5, or 10 year abatement schedules for any incremental improvement made in the area if the building has a compliant historic façade or includes improvements to the façade consistent with the existing Downtown guidelines. (Retains the current façade guidelines for eligibility, potentially expand eligibility to some existing buildings)

4. Modify the Downtown URA Program to offer the 3, 5, or 10 year abatement schedules for any incremental improvement made in the area, but only for specific uses such as second floor residential or entertainment/food. (Exclude Trade and Office Uses)

City Council discussed the priorities of the programs and different concepts related to the four options. The discussion focused on whether incentives would inadvertently promote demolition of historic building, what are the priorities for investment downtown in physical improvements, and what are priorities for specific uses that warrant changes to the current incentive programs. **City Council approved two motions directing staff:**

1. Motion 1: To amend the program to offer abatement for 3, 5, and 10 years.
2. Motion 2:
 - a. To have staff explore Option Three with the definition of a compliant historic façade and the addition of not allowing projects that involve demolition; and
 - b. To do outreach on Option Four to gauge the interest of downtown stakeholders in identifying targeted options.

PUBLIC INPUT:

Staff prepared an online survey available to the public and downtown stakeholders. A stakeholder meeting was held on January 18. Staff provided written notice to property owners of the meeting and the online survey. Staff also posted a link to the survey through City social media accounts. Attachment D includes a comparison of community member and downtown stakeholder responses. Attachment E consists of written response to an opened question about Downtown priorities.

ONLINE SURVEY:

An online survey included a short introduction explaining the current priorities for incentive improvements downtown. One hundred forty-eight (148) responses were received by Friday, the 20th. The following is a summary of the survey and responses.

Question 1: Please help us to identify you by checking all that apply:

- 13 Downtown Business Owners
- 5 Downtown Property Owners
- 21 Downtown Residents
- 18 Downtown Employees
- 111 Community Members

Question 2: Should URA incentives be given for rehabilitations/renovations that do not involve exterior improvements to a building. Please check all that apply.

- 63 responses (41%): Yes – We should broadly support all improvements and uses
- 42 responses (27%): Yes – But only for specific priority uses
- 28 responses (18%): Yes – For any use if the building already has an updated façade or storefront
- 15 responses (9%): No – Improving the appearance of the buildings is very important (current program)

Question 3: If we allow incentives without exterior improvements, what uses should be a priority? For each of these, please rank from 1 to 3:

- 1 being the greatest priority
- 2 being neutral
- 3 being the least priority

Each project type can be ranked 1, 2, or 3.

	Top Priority	Neutral	Least Priority
Restaurants	86 (62%)	39	13
Clubs/Bars	21	49	50
Entertainment*	76 (58%)	41	14
Office**	16	36	65
Personal Service***	21	64	33
Retail/Boutiques	67 (51%)	40	24
Residential (upper floors)	41	42	41

- *Entertainment includes uses such as brewery/distillery, dinner theater/performance venue, and gaming venue.
- **Office includes professional office, co-work or co-op office, and financial services.
- ***Personal services include dry cleaners, beauty parlors, etc. These uses are not found under office.

Question 4: Do you believe that tax abatement incentives should be given for projects that involve demolition of an existing historic building for redevelopment of a site?

- 92 Responses (60%): No - Incentives should only apply to rehabilitation projects and not demolition
- 42 Responses (27%): Yes - If the redevelopment meets the City's design guidelines and has a priority use
- 19 Responses (13%): Yes - Redevelopment of all types enhances Downtown

Question 5: What are your priorities for private investment in Downtown Ames?

(A sampling of representative answers:)

- More restaurants will foster even more restaurants. Ames needs much better food options!
- Maintaining historical integrity while enhancing the vibrancy of downtown.
- Locally owned shops & boutiques. I like to spend my money locally and on Main St.
- Ames should have a dedicated live music venue downtown, a place with a dedicated stage and sound system that hosts live music several times a week.

Restaurants and dining were the most common comments. The complete list is included as Attachment E.

PUBLIC MEETINGS:

Staff held two stakeholder meetings, one in the morning and one in the afternoon, on January 18, 2023 in a meeting room at the Library.

Morning:

The three attendees were interested in:

- Seeing incentives given for redevelopment not tied to obtaining a façade grant.
- Seeing tax incentives given for more residences, restaurants, and entertainment uses (excluding bars).
- Seeing buildings preserved (generally).

Afternoon:

The seven attendees, mostly business owners and property owners, were interested in:

- Seeing incentives given for redevelopment not tied to obtaining a façade grant.
- Seeing incentives given for all uses.
- Seeing incentives given even if a building was demolished.

The afternoon attendees were also very interested in seeing public funds, outside of tax abatement, given for maintenance of older, private structures. The maintenance discussed included stabilization of masonry walls, replacement of plumbing, and replacement of electrical systems. Staff explained that the current discussion regarding the URA does not relate to creating a new business support grant program. Attendees expressed significant interest in having additional conversations about creating such a program.

HISTORIC RESOURCES:

City Council asked staff to provide information for a definition of what would be considered a historic building where its demolition would make the project ineligible for tax incentives.

The Ames Main Street Historic District was added to the National Register of Historic Places in 2018. The District is a subset of area within the Downtown URA (see Attachments A and C). In the Main Street Historic District, many of the buildings were constructed in the 19th century. Starting in the early part of the 20th century, the original Victorian façades of the buildings were replaced with simple, unadorned, utilitarian façades that are still seen today. New buildings were also constructed in the same architectural style. The period of significance for identifying contributing resources is from 1891 to 1967. The contributing properties are included within the map shown as Exhibit C. **This means for part of the Downtown URA, Council could specify contributing resources to the District that are demolished are ineligible to take advantage of a tax abatement incentive for redevelopment.**

A broader option would be to apply criteria related to whether a building has a “compliant historic façade” as described by the Downtown Façade Grant program. This option would apply to all properties in the URA and focus on essentially buildings with a “Main Street style storefront” at street level. These guidelines were originally based upon the style of buildings from the period of significance related to the Main Street Historic District. **This approach would not include more modern architectural examples that do not meet the historic façade guidelines and apply through the URA area, not just the Historic District.**

City Council could also establish an initial year built as the threshold without regard for whether it is a contributing resource to the Historic District or whether it currently has a compliant historic façade. If this option was selected City Council could focus on structures from the earlier timeframe of period of significance. **This would then apply throughout the URA, not just within the historic district.**

Although the Historic District does not include all the URA area, staff believes that the simplest way to identify a historic resource is to use the map of contributing resources to the Historic District. While not all these façades are compliant with the adopted design guidelines, this method of stating which structures are historic involves no subjectivity and will be the simplest to administer.

OPTIONS TO MODIFY CRITERIA:

With this public input received, staff seeks direction from Council regarding whether to modify the criteria for tax abatement. This direction would be in addition to the City Council’s prior direction to allow for 3-, 5-, or 10-year abatement schedules, which is being implemented.

First, City Council needs to provide direction regarding whether to offer abatement for any incremental improvement made in the Urban Revitalization Area if the building has a compliant historic façade or includes improvements to the façade consistent with the existing Downtown guidelines (retains the current façade guidelines for eligibility, potentially expand eligibility to some existing buildings).

Second, City Council needs to provide direction regarding whether to offer abatement schedules for any incremental improvement made in the area, but only for specific uses such as second floor residential or entertainment/food (exclude Trade and Office Uses).

Finally, the City Council should determine whether incentives should exclude redevelopment where demolition is proposed for a defined Historic Resource.

STAFF COMMENTS:

After reviewing the public input, staff supports creating a second pathway for gaining tax abatement in Downtown. This pathway would provide for property tax abatement related to new improvements for properties that renovate/rehabilitate existing buildings into priority uses. Staff proposes that the priorities be limited to restaurants, entertainment, retail, and residential. This would exclude office use and personal services from eligibility.

Although public input was split regarding incentives where demolition would occur, staff supports making ineligible those projects that demolish any building listed as a contributing resource to the National Register of Historic Places Downtown Ames District. This policy would be consistent with the general character of Main Street and policies of Ames Plan 2040 for considering community character and context balanced with infill interests.

Attachment A
Current Eligibility Criteria for Downtown URA

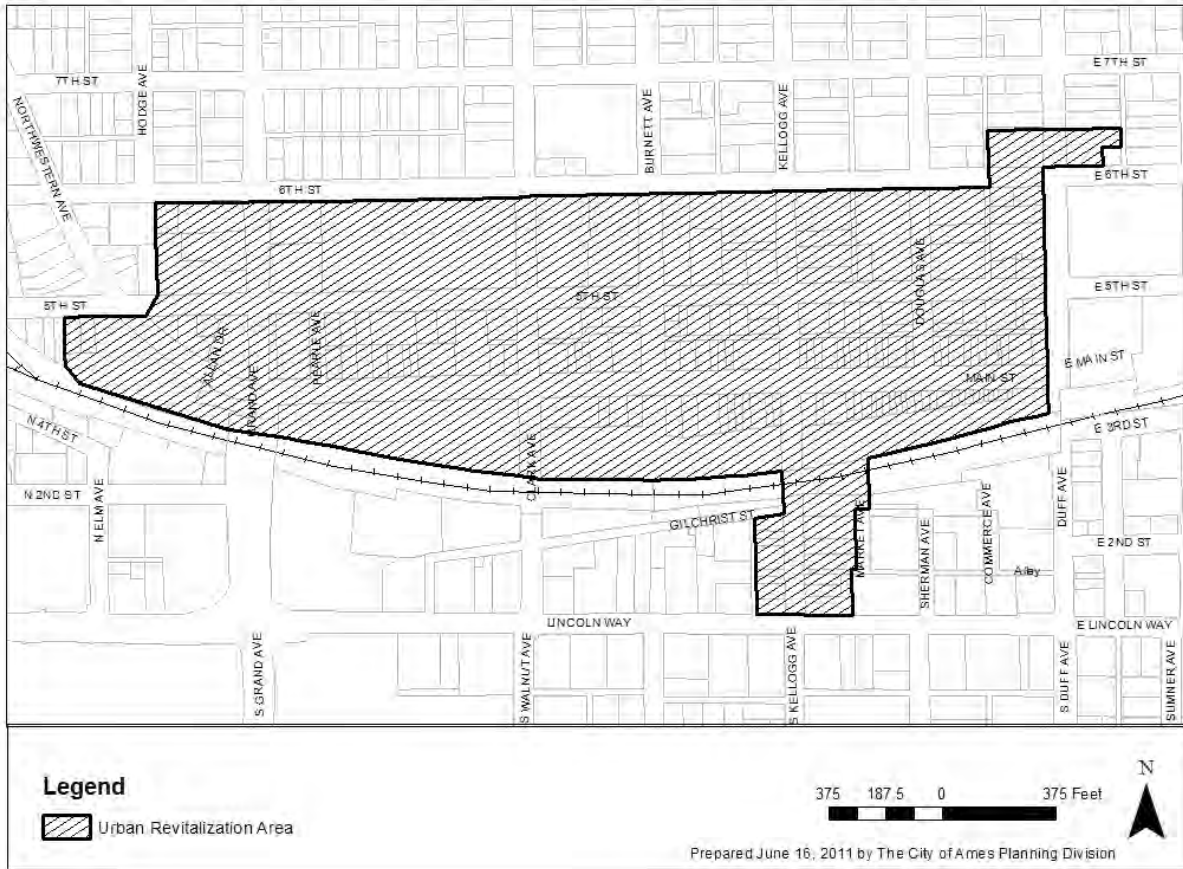
The current criteria for eligibility the Downtown URA are as follows:

1. Properties must be located within the designated Downtown Urban Revitalization Area.
2. Façade Improvements and the scope of work must follow the current Downtown Design Guidelines as approved by City Council. If additional interior or exterior improvements are part of the same project, the entire project is eligible for tax abatement, as long as the project includes façade improvements whose scope and design follow the Guidelines.

Note that the eligibility is based on improvements complying with the Façade Design Guidelines, not that a project was in fact awarded a façade grant.

3. If the first floor is vacant before the façade improvements are made, then the front half of the first floor is required to have a retail use after the improvements are completed. If the first floor has a permitted use before the façade improvements are made, then it is eligible. No residential structures are eligible.
4. Improvements must be made to the property increasing its actual value by 5% or more. The property is eligible to receive abatement of 100% of this added value for each of three (3) years.
5. The improvements must be maintained for three (3) years.

Downtown Urban Revitalization Area



Attachment B Request to Council



August 12, 2022

Dear Mayor and Council:

In exploring potential projects that will help strengthen Downtown, we discovered a couple of issues with existing programs that, if addressed, will promote investment in the area.

They are:

As currently written, to qualify for tax abatement on downtown projects, a project must first qualify to receive a façade grant. Projects that provide a meaningful investment in downtown in a building that does not need façade improvements would therefore be excluded from the program. While the overall façade program is beneficial, we would like to see the tax abatement program decoupled from the façade grant program so that tax abatement is available in both cases.

Comparing two sample scenarios, a \$1 million dollar investment that qualifies to receive a \$15,000 façade grant will be eligible to have the entire project abated. However, a \$1 million dollar investment that does not qualify to receive a façade grant is not eligible for any abatement. We would like to see investment incentivized more globally and not be tied to a relatively small and narrowly defined program.

Secondly, under the current façade grant program, abatement is limited to a three-year, 100% abatement schedule. This is not consistent with the Campustown redevelopment abatement program, which allows 3-, 5-, and 10-year schedules. We would ask that the same 5- and 10-year schedules be added to the Downtown program.

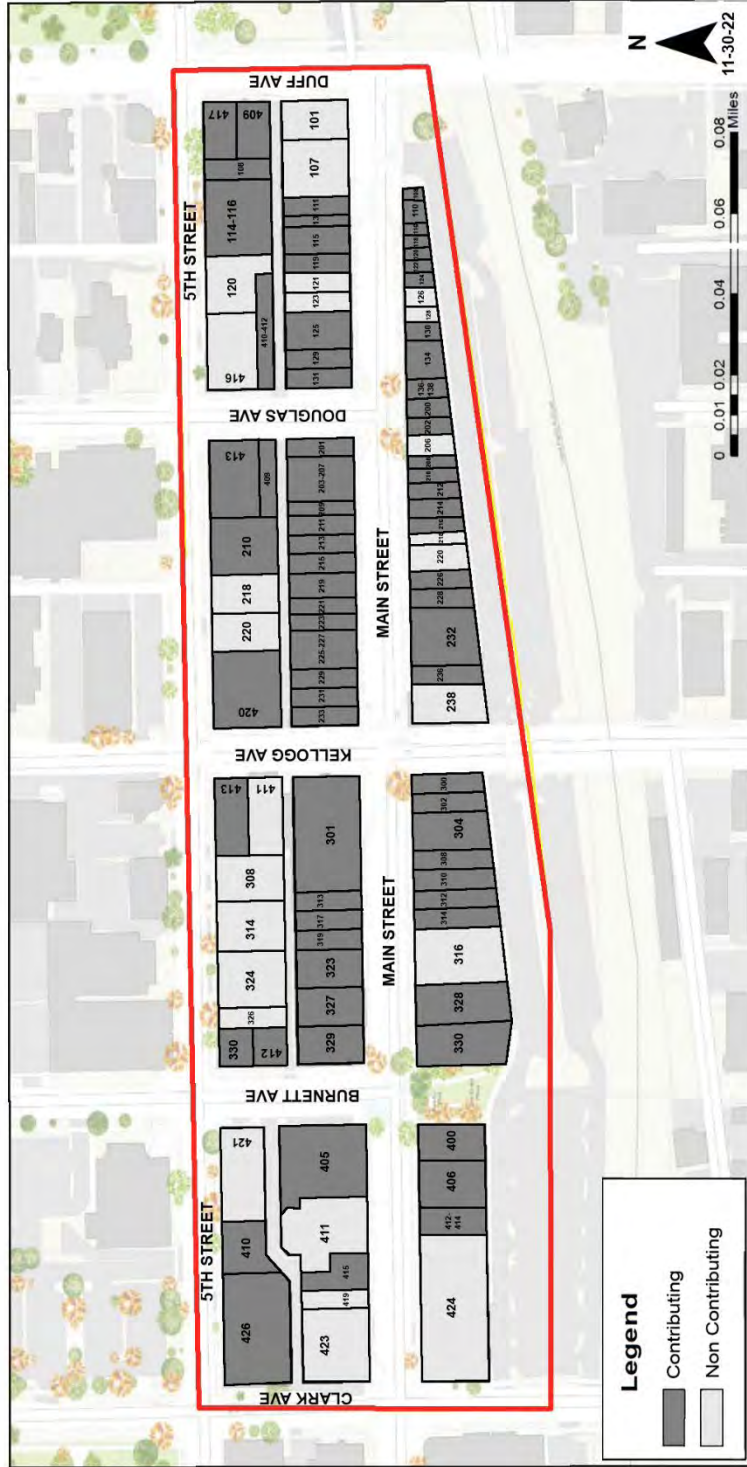
We are excited about what is currently happening Downtown and believe these two changes will encourage future investment to strengthen it as a thriving, energetic district. Thank you for your consideration!
Sincerely,

A handwritten signature in black ink that reads 'Dylan Kline'. The signature is fluid and cursive, with the first and last names being the most prominent.

Dylan Kline
Director of Business Development
Ames Economic Development Commission

Attachment C National Register Historic District

Classification of Properties in Ames Main Street Historic District National Register of Historic Places



Attachment D
Comparison of Community Response to Downtown Stakeholders

Question 1 on the public, online survey asked:

Please help us to identify you by checking all that apply:

- Downtown Business Owner
- Downtown Property Owner
- Downtown Resident
- Downtown Employee
- Community Member Not Included Above

The following breaks out the responses by those that checked 'Community' and those that checked one of the 'Downtown' options. Please note that several responses checked both one of the 'Downtown' options and 'Community'. These results are thus counted twice in the numbers below.

Question 2: Should URA incentives be given for rehabilitations/renovations that do not involve exterior improvements to a building. Please check all that apply.

	Community Total 111	Downtown Total 42
No – Improving the appearance of the buildings is very important (current program)	11(10%)	4(9%)
Yes – But only for specific priority uses	33 (30%)	10(24%)
Yes – For any use if the building already has an updated façade or storefront	20 (18%)	10(24%)
We should broadly support all improvements and uses	47 (42%)	18(43%)

Question 3: If we allow incentives without exterior improvements, what uses should be a priority? For each of these, please rank from 1 to 3:

- 1 being the great priority
- 2 being neutral
- 3 being the least priority

Each project type can be ranked 1, 2, or 3.

	Top Priority		Neutral		Least Priority	
	Community	Downtown	Community	Downtown	Community	Downtown
Restaurants	64	25	32	8	8	5
Clubs/Bars	15	9	40	9	37	13
Entertainment *	56	23	31	10	11	3
Office**	12	4	26	10	51	17
Personal Service***	18	3	49	17	23	11
Retail/ Boutiques	50	18	32	10	18	7
Residential (upper floors)	29	13	32	13	32	9

Question 4: Do you believe that tax abatement incentives should be given for projects that involve demolition of an existing historic building for redevelopment of a site?

	Community Total 111	Downtown Total 42
Yes - Redevelopment of all types enhances Downtown	15 (13%)	4(9%)
Yes - If the redevelopment meets the City's design guidelines and has a priority use	28(25%)	14(22%)
No - Incentives should only apply to rehabilitation projects and not demolition	68(61%)	24(57%)

Attachment E
Responses to Question 5 by Identifier

Downtown Business Owner	Downtown Property Owner	Downtown Resident	Downtown Employee	Community Member	What are your priorities for private investment in Downtown Ames?
				1	None
				1	More restaurants will foster even more restaurants. Ames needs much better food options!
				1	Shops & boutiques
				1	
				1	Outdoor gathering spaces. The area in front of the Sheldon munn is delightful but it needs a shade canopy to actually be useful. A beautiful arched entrance on the east side would be very welcoming.
				1	
				1	Community building
				1	More restaurants
				1	Improving options in the evening. There is nothing to do after dinner. It's a ghost town. Why are all of the shops closed??
			1	1	
				1	Housing units, streetscape revitalization including wider sidewalks, bike lane, more bike parking, removing parking on one side could help alleviate this issue, there is significant parking behind the buildings and a parking garage is coming in with the linc project (I think).
				1	Keep character, no demolition, improve interior of high traffic areas such as paint, better lighting (!!!), and for residents. Support local businesses to make updates and improvements. Beautification and landscaping, hanging flower pots in the spring, etc.
				1	
				1	
				1	Get rid of parking meters

Downtown Business Owner	Downtown Property Owner	Downtown Resident	Downtown Employee	Community Member	What are your priorities for private investment in Downtown Ames?
				1	Need to get some retail. Our \$ are going to Ankeny and Des Moines. There is no affordable family retail downtown..
				1	
				1	
				1	
				1	More locally owned restaurants
				1	
				1	
				1	We should at all costs preserve the integrity of the old town Historic Ames Main St. facades just like we do the Historic homes in downtown Ames.
				1	Drop downtown as a priority and focus on expanding outer edges of town.
				1	Locally owned shops & boutiques. I like to spend my money locally and on main st.
			1	1	Restaurants
				1	Entertainment
		1		1	More bar, restaurant and entertainment venues
		1		1	More affordable/quick lunch places- like a bagel shop :) maybe potable water fountain that's beautiful and resourceful (drinking water on hot days!)
				1	A cafe which features salads & sandwiches for lunch, and a casual clothing store for middle age women
				1	A playground for kids on Main Street
				1	
				1	No parking meters
				1	
				1	
				1	Aesthetics. Seating. Third places (cafes, bars), walkability
				1	
				1	

Downtown Business Owner	Downtown Property Owner	Downtown Resident	Downtown Employee	Community Member	What are your priorities for private investment in Downtown Ames?
				1	More businesses that support the economy, areas for employees that will frequent shops and restaurants in n the area like office spaces or light manufacturing
				1	Updating the exteriors of many downtown building for more appealing and or structurally sound areas
				1	
1				1	Restaurants, places to go, fun destinations
				1	
				1	Continue to make it a walkable and utility dense place. I love walking through downtown and used to live nearby. I miss my regular visits and go back as often as I can.
				1	I would love to see family/children/teen orientated space. Teens could really benefit from having some time of club/entertainment space to hangout. A children's play museum downtown would be amazing!
				1	
				1	smart energy & water, locally owned, diversity of uses, walkable district
				1	I feel like we should get more communities in there
				1	
				1	Very low, personally
				1	
				1	
				1	Maintaining the small town feeling of downtown. I don't want to see rampant urbanization of a historic and tranquil part of town.
				1	
				1	
				1	cultural attractions
				1	Parking!
				1	

Downtown Business Owner	Downtown Property Owner	Downtown Resident	Downtown Employee	Community Member	What are your priorities for private investment in Downtown Ames?
				1	Bring more businesses owned by a diverse group of people (women, people of color). High quality retail, high quality restaurants (not sports bars, or restaurants aimed at football crowds). High quality meaning very thoughtful and well curated, with welcoming and well designed interior environments, not necessarily expensive.
				1	NA
				1	
				1	Downtown needs to be a vibrant arts and cultural hub
				1	
				1	Increased reasons to go to downtown in the evenings
				1	
				1	
				1	Unique Restaurants with food options
				1	Safety and accessibility
				1	Revitalization and increased usage for the entire community (including students)
				1	
				1	Quality retail stores. No tattoo shops....
				1	If it's truly private investment, then it shouldn't matter what my priorities are. If someone is investing with their own money, then we should let them do what they want. Ideally it's something family-friendly, but if it's not, let the market decide if it will survive.
				1	Attracting diverse businesses and their continued support
				1	
				1	Bring in more businesses
				1	
				1	Ames should have a dedicated live music venue downtown, a place with a dedicated stage and sound system that hosts live music several times a week.
				1	No parking meters
				1	Bring back the trees

Downtown Business Owner	Downtown Property Owner	Downtown Resident	Downtown Employee	Community Member	What are your priorities for private investment in Downtown Ames?
				1	Have a better night life
				1	Take away all parking meters in downtown. They are unwelcoming and inhibit my shopping there.
				1	Down town stays walking safe area for families. The college students have campus town. I want a place where my family and I can feel safe.
				1	Restaurant and boutique shops
				1	Arts and entertainment
				1	
				1	
				1	Keeping people in Ames. Not going to Des Moines or larger cities for food, entertainment, and shopping. Building community and opportunities for social events (including parades, downtown trick or treat etc.)
				1	Historic preservation, small businesses
				1	Tax breaks or other incentives to promote local mom-n-pop shops; make them more competitive with big box stores (i.e. Walmart, Target, etc.)
				1	Business that attract consumers downturn. Valuable real estate locations should have attractive business that pull consumers in.
				1	
				1	
				1	More retail, restaurants, entertainment. Less offices.
				1	
				1	Make sure to use the space efficiently! Both design and land use should be high priority.
				1	Entertainment
				1	
				1	
				1	Recreation and beautification
				1	More free parking
				1	
				1	

Downtown Business Owner	Downtown Property Owner	Downtown Resident	Downtown Employee	Community Member	What are your priorities for private investment in Downtown Ames?
				1	Store like CVS or an independent drug/personal item store. I would probably shop downtown more if I could also get my prescriptions filled and personal care, make-up items. I end up going to Target instead.
				1	
				1	
				1	More dining and entertainment
				1	Exterior improvement
				1	increase attractiveness of downtown while maintaining character, similar to Cedar Falls
				1	Encourage a destination retail environment
				1	
			1		Downtown is lacking fast casual dining. It's hard to grab a quick lunch as a downtown employee.
			1		Would love to see investment in shops owned by and target non-white residents. As someone who works on Main St and sees who is spending time downtown, I think it would be great for the City to find ways to alleviate barriers and incentivize business ownership for people of color. Currently neither our businesses nor patronage of Main St reflect the interesting cultural diversity that exists in town.
1			1		Create more residential units in the area.
		1	1		I would like to see more options for establishments that are open in the evenings, whether it be restaurants, bars, breweries, or any other form of entertainment.
		1			
			1		Extend improvements beyond Main Street to establish a larger attraction. Make downtown vibrant both day and evening. Consider closing part of Main Street, make one way and create a greater pedestrian and bike friendly corridor.

Downtown Business Owner	Downtown Property Owner	Downtown Resident	Downtown Employee	Community Member	What are your priorities for private investment in Downtown Ames?
		1			Maintaining historical integrity while enhancing the vibrancy of downtown.
		1			More restaurants please! And specifically more types of restaurants - BBQ is fine, but I think we're good on that in Ames currently
	1	1	1		More food options and better wheelchair accessibility
		1			None
1	1	1			
		1			Restaurants, children's museum or indoor play/climbing center (not video games),
1					I think all projects should be considered. It makes a difference where certain types of businesses want to operate. I would prefer retail and restaurant/bar business on the ground level and office, service base, and residential on upper floors.
1		1	1		late night entertainment besides bars! there's plenty of this in similar size cities' downtowns, but you can't even get a bite to eat that isn't bar food past 8pm around here. other than bar hopping there's nearly nothing else to do past that time as well.
1					Improve density of all types; residential, commercial office/services, retail (restaurants and goods)
1					Drawing in customers for a great shopping experience
1					Parking, residential, hotels
		1	1		Attract a greater variety of retail and dining establishments; emphasize the "C" of MSCD by supporting the Arts in our community, hopefully doing so leads to more performance spaces being established (look at Massachusetts St. in Lawrence if you need inspiration); don't let the development Lincoln corridor development turn downtown into "just-another-bar-district"
1					Parking structure

Downtown Business Owner	Downtown Property Owner	Downtown Resident	Downtown Employee	Community Member	What are your priorities for private investment in Downtown Ames?
1	1				Maintain the historical character of buildings but update them according to a modern day purpose to attract people of all ages.
		1			Maintain and enhance the historic character of the area while improving livability for those within walking distance
	1				Let people invest their own money
		1			
			1		
		1			More restaurants and entertainment spots
1		1	1		Businesses that encourage families to spend time downtown and adult date night activities
			1		More entertainment to draw people
		1			Children's entertainment
		1			Access, culture
			1		Get rid of parking meters
1					
		1	1		
			1		
		1			
1	1		1		owners maintain your buildings front & back
			1		Small businesses and non-profits
		1			Eliminate parking meters. More residential options



Memo

Department of Planning & Housing

TO: Mayor and City Council

FROM: Kelly Diekmann, Planning & Housing Director

DATE: January 24, 2023

SUBJECT: Public Hearing for Zoning Text Amendment for Front Yard Parking and related Regulations

Staff requests that the City Council continue the public hearing for the Zoning Text Amendment until February 28, 2023. **The required edits to Chapter 29 are extensive and require additional time for staff to complete.**

ITEM #: 41
DATE: 01-24-23
DEPT: P&H

COUNCIL ACTION FORM

REQUEST: REZONING FROM RESIDENTIAL LOW DENSITY ZONE (RL) TO RESIDENTIAL MEDIUM DENSITY ZONE (RM) PLANNED UNIT DEVELOPMENT (PUD) OVERLAY WITH A MASTER PLAN AT 3216 TRIPP STREET

BACKGROUND:

The City owns the property at 3216 Tripp Street in the Baker Subdivision. As part of a City Council initiated rezoning, the City proposes to rezone this property from Residential Low Density (RL) to Residential Medium Density (RM) with a PUD Overlay and Master Plan for the property at 3216 Tripp Street. The subject parcel is 2.78 acres. (See *Attachment A for Location Map*) This site has been identified by the City Council as a desired location for affordable multi-family housing to meet the needs of the community and to seek its development with a partner developer through use of Low Income Housing Tax Credit (LIHTC) administered by the Iowa Finance Authority.

One of the qualifying criteria for a LIHTC application is to have zoning for the proposed project in place for the subject property. As part of City Council's direction to proceed with a RFP for a partner developer on December 13, 2022, there was a commitment to have zoning in place prior to April 1, 2023. Staff proceeded to initiate the rezoning concurrent with the RFP process, even though a partner developer has not yet been identified. The submittal deadline for development proposals was January 17, 2023. It is hoped that a staff recommendation concerning a partner developer will be made to the Council on February 28, 2023.

The proposed rezoning request is to allow for a medium density residential development as small apartment buildings, townhomes, or duplexes. (See *Attachment B*) The proposed PUD Master Plan identifies the proposed uses of the site along with the minimum and maximum number of units, parking allowances, and building types. (See *Attachment C*) **The PUD Overlay standards require a future Major Site Development Plan approval by the City Council prior to development of a specific project on the site.** A detailed description of the Master Plan is found in the Addendum below.

AMES 2040 COMPREHENSIVE PLAN CONSIDERATIONS:

The current Ames Plan 2040 land use designation of the site is RN-2. (See *Attachment D*) The RN-2 land use designation is reflective of existing neighborhoods primarily developed prior to 2000 with a mix of single family, two-family, and some multi-family development. These established neighborhoods are a majority single family detached homes built in the mid-to-late 20th and very early 21st century. RN-2 land use description

identifies a mix of corresponding zoning districts to implement the goals and policies of this designation. **While primarily intended for one- and two-family development types, it also includes a selective option for medium density residential (RM) zoning for development of small apartments and townhomes in clusters within or adjacent to established neighborhoods.**

The projected density for RN-2 designated area is six units per acre. However, clusters of higher densities may exist to meet other goals of Ames Plan 2040. Conservation of general neighborhood character and structural conditions will be maintained with new development in RN-2 areas. *(See Attachment G)*

The City's overall housing goals and needs are also taken into consideration with the rezoning. The Ames 2040 Comprehensive Plan identifies Housing goals in the Policy Framework of the Housing, Neighborhoods and Subareas section on page 111. The Policy Framework covers attainability in Framework goals H1-1 through H1-6. Specifically, H1-5 addresses the need for utilizing a variety of funding sources and programs to support retention and creation of affordable housing. The rezoning and planned project will help leverage local investment with other funding sources to produce greater levels of affordability. *(See Attachment H)*

Within an RN-2 designated area contextual sensitivity for the rezoning to RM adjacent to existing RL zoned areas must be a priority consideration. The PUD Overlay is a response to this issue with its mandatory design requirements, flexibility in standards, and requirements for a Major Site Development Plan approval through a public hearing. Rezoning this property from RL to RM-O-PUD has a deliberate purpose and must be viewed for consideration through the lens of the goal of providing affordable housing for the community as part of a specific development within Baker Subdivision. Here, the City Council goal of providing affordable housing in a multi-family setting provides support for the rezoning that creates a multi-family cluster within the boundaries the larger planned development of Baker Subdivision. **Due to the site location and its focus on affordable housing, the rezoning can be found to meet the land use designation description, goals for compatibility, and support goals for expanding diverse housing opportunities.**

Staff notes that in other circumstances, a rezone to RM may not be viewed the same depending on the attributes of the individual request. Intensifying the zoning designation in an RN-2 area must be considered on a case-by-case basis on each individual site against the broader policies of the designation and goals of Plan 2040. Small site rezoning is not anticipated by Plan 2040. The ability to guide development with a PUD Master Plan is a valuable tool to allow for increasing zoning density within a set of parameters for development of the site. PUD rezonings are only permitted for sites greater than two acres.

PUD MASTER PLAN:

The PUD Overlay (Zoning Ordinance Section 29.1114) allows for City Council to initiate a rezoning and defer final PUD plan approval. In this case, staff has proposed to include a Master Plan with the rezoning to match the described range of development for the site within the planned LIHTC application. Final site plan approval by City Council will occur once a partner developer is selected.

The PUD standards are found in Section 29.1114. In this case the PUD Master Plan will require that a range of 30-50 units be constructed on site. This equates to a range of 11.1 to 18.5 dwelling units per acre. The Master Plan also has allowances for reduced parking, sets a limit on building height of three stories and lists the allowed housing types, including a requirement for affordable housing. The full details of the Master Plan are in the Addendum.

The subsequent Major Site Development Plan must comply with the Master Plan for the site as well as the required PUD standards. Review of the Major Site Development Plan will include a determination of compliance with PUD compatibility and design standards, as well as appropriateness of any proposed deviations for site improvements. The Major Site Development Plan will control the architectural features, arrangement of buildings along with all remaining site details in compliance with zoning standards.

PLANNING & ZONING COMMISSION RECOMMENDATION:

At the January 4 Planning & Zoning Commission meeting, the Commission reviewed the proposed rezoning with PUD and Masterplan and voted 7-0 to recommend the City Council approve the Rezoning from RL to RM with a PUD and Masterplan.

ALTERNATIVES:

1. Approve on first reading the Rezoning from Residential Low Density (RL) to Residential Medium Density (RM) with a PUD Master Plan for the property at 3216 Tripp Street. (See Attachment C)
2. Modify or Deny the request for Rezoning from Residential Low Density (RL) to Residential Medium Density (RM) with a PUD Master Plan for the property at 3216 Tripp Street.
3. Defer Action on this request and wait for the City to select a partner developer.

CITY MANAGER'S RECOMMENDED ACTION:

The rezoning request is to allow for RM zoning with a PUD overlay and Master Plan. This request is being made as a City Council initiated rezoning request to allow for a multi-family affordable housing component in the Baker Subdivision. **As described in this report, the combined factors of multiple Plan 2040 goals and the context of the subject site support this rezoning.**

Staff finds that the proposed rezoning at this location is compatible with the intent of the RN-2 land use designation with the associated Master Plan for the purposes of providing for a multi-family affordable housing component in Baker Subdivision. **Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative #1, as described above.**

ADDENDUM

APPLICABLE REGULATIONS

Planned Unit Development (PUD) Development Principles.

Property that is zoned PUD must adhere to the development principles in Ames Municipal Code Section 29.1114. *See Attachment F.*

Infrastructure

Water main currently exists abutting the site along Tripp Street to the north and is able to fully serve the future development of the site. Sanitary Sewer main exists to the east along the eastern property line of the site in a neighboring outlot and can fully serve the site from the east. An adjacent detention pond on the neighboring outlot to the east provides direct access for stormwater drainage and treatment. City storm sewer facilities exist abutting the along Tripp Street and the site can be developed with proper storm sewer facilities. Ames Electric facilities are able to fully serve the site.

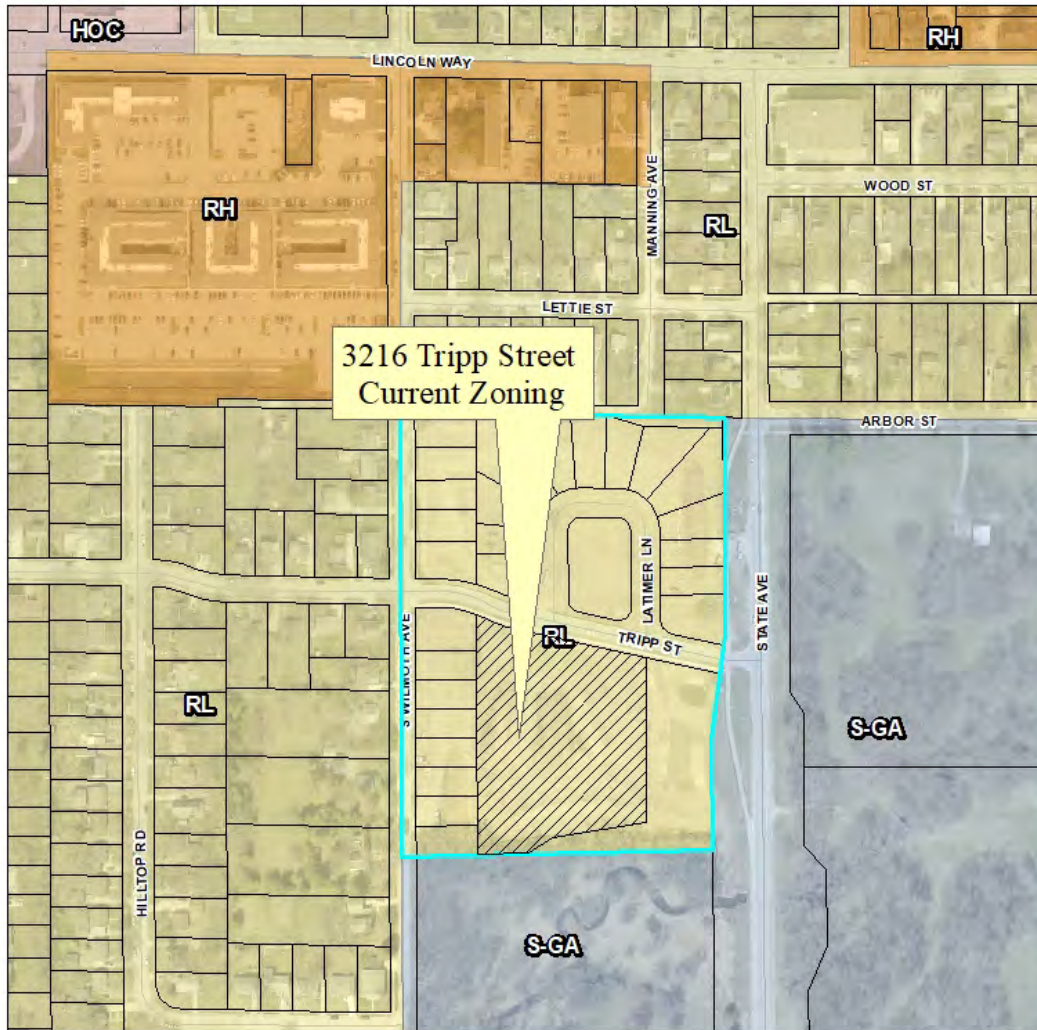
Street Classification

Tripp Street is classified as a local residential street and designated with a Neighborhood Street typology. This street was designed to accommodate the future traffic needs of the development of Baker Subdivision and this site. Access will be limited to one point of access at the time of development. Tripp Street provides connections to State Avenue as well as points to the west through Baker Subdivision. A standard sidewalk will run along the entire frontage of the site and it connects to the shared use path along State Avenue.

Environmental & Floodplain

A Greenway designation exists to the south of the site for College Creek. Within this designation there is a greenway trail, however this trail is located south of College Creek and does not connect to this site. College Creek has a defined flood inundation level for a floodway and fringe area to the south of the site on a neighboring outlot. No flood plain area extends onto this site and are no significant natural resources that will be disturbed with development of this site under the proposed RM-O-PUD.

Attachment A- Location & Current Zoning Map



3216 Tripp Street
Existing RL Zoning

Legend

PARCELS

Zoning District

Residential Low Density Zone "RL" (sec 29.701)

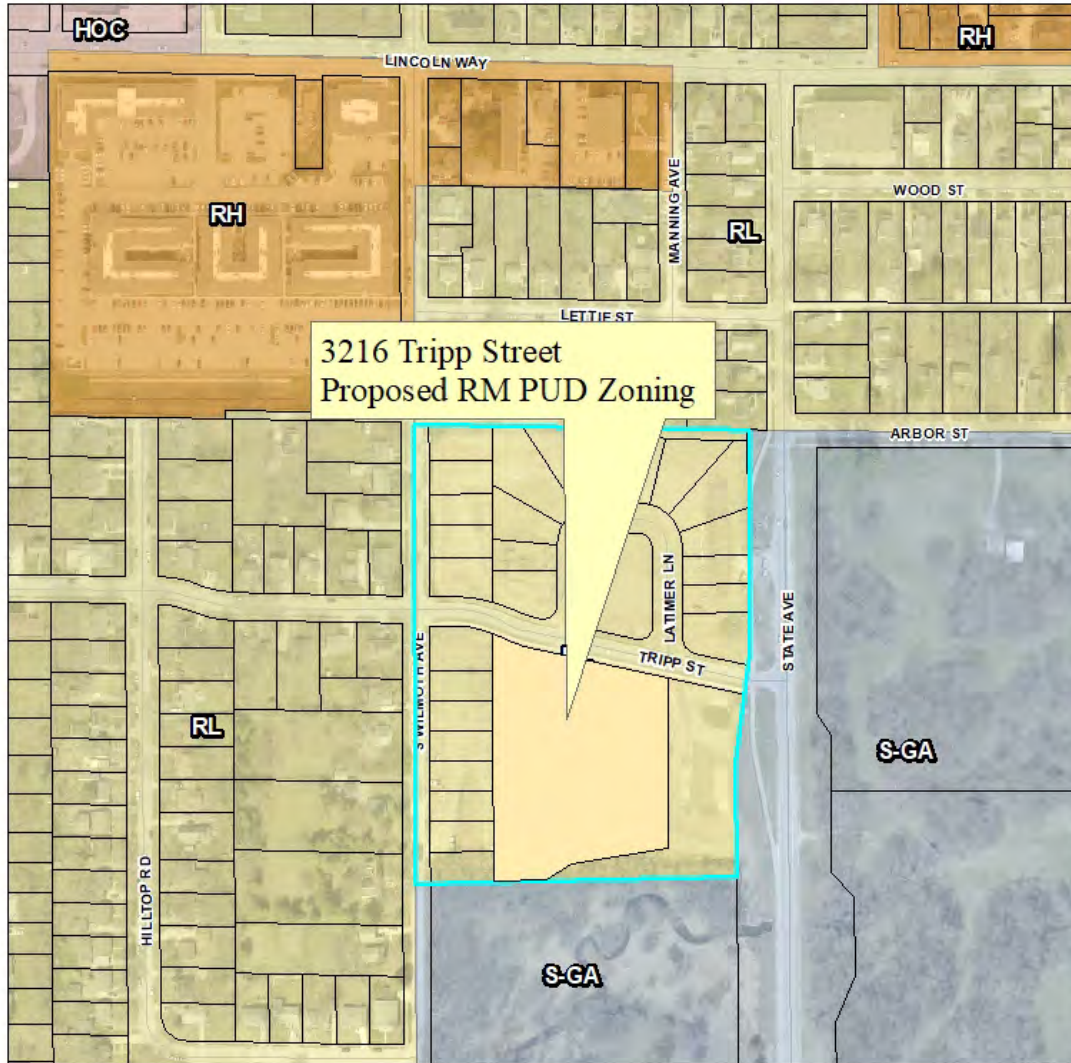
Residential Medium Density Zone "RM" (sec 29.702)

Residential High Density Zone "RH" (sec 29.704)

Highway-Oriented Commercial Zone "HOC" (sec 29.804)

Government/Airport District "S-GA" (sec 29.1002)

Attachment B- Proposed Zoning



3216 Tripp Street
Existing RM PUD Zoning

Legend

- PARCELS
- Zoning District**
- Residential Low Density Zone "RL" (sec 29.701)
- Residential Medium Density Zone "RM" (sec 29.702)
- Residential High Density Zone "RH" (sec 29.704)
- Highway-Oriented Commercial Zone "HOC" (sec 29.804)
- Government/Airport District "S-GA" (sec 29.1002)

Attachment C- Master Plan



3216 Tripp Street Master Plan

- Number Of Units:** 30-50
- Permitting Housing Type:** Apartments, Townhomes and Duplexes
- Building Height Limit:** Three Stories
- Parking:** PUD Parking Rate of 2 Spaces Per Unit
- Use:** Residential Including Affordable Housing

Attachment D -Land Use Designation Map



RN-2 Designation. 3216 Tripp Street.

Land Use Designation Legend

- Residential Neighborhood 1 - Traditional (RN-1)
- Residential Neighborhood 2 - Established (RN-2)
- Residential Neighborhood 3 - Expansion (RN-3)
- Residential Neighborhood 4 - Village (RN-4)
- Residential Neighborhood 5 - Multi-family (RN-5)
- Neighborhood Core (NC)
- Neighborhood Core - Mixed Use (NC MU)
- Community Commercial/Retail (Com-CR)
- General Commercial (GC)
- Core (Core)
- Redirection (Redir)
- Urban Corridor
- Employment (Emp)
- Park/Recreation
- Open Space
- Civic
- Civic - University
- Hospital/Medical Special Area
- Near Campus Overlay

Attachment E– RM PUD Rezoning Application Narrative

1. Written explanation of the reasons for requesting rezoning:

The rezoning of property with a PUD Overlay will accommodate a medium density multi-family affordable housing project as a goal of the City Council to expand such opportunities in the City. By rezoning the site to RM with a PUD overlay and Master Plan the City can realize its goal of providing for a multi-family component of affordable housing in the Baker Subdivision.

2. Written explanation of the consistency of this rezoning with the Ames 2040 Comprehensive Plan:

The proposed rezone to RM is consistent with the underlying land use designation of RN-2 in the Ames 2040 Comprehensive Plan. RN-2 supports mid-sized apartments and attached housing by way of supporting the RM zoning designation. The RN-2 designation is supportive of medium density housing in or adjacent to established neighborhoods such as is the case at 3216 Tripp Street. The land to the immediate north and west will develop as single-family detached homes in the Baker Subdivision, which has already been platted. Nearby further west and north are existing single-family detached homes that were constructed in the mid 20th century.

In terms of design compatibility for infill development, the proposed PUD Master Plan places limits in building height that are compatible with RM zoning and are seen as harmonious with the nearby RL zoned areas as there will not be a large difference in maximum heights between both zones. Additionally, the location of the site is set at a lower elevation than the single-family homes having height transitions less significant. The restriction of having smaller apartment buildings in RM zoning also provides a more harmonious transition between zones as compared to a higher density zone with less gradual transition. This supports compatibility with surrounding single-family detached residential neighborhoods. The City also plans for dwelling units to be placed along Tripp Street and have doors that face the street to reinforce residential character. Final design and architectural details will be subject to a Major Site Development Plan approval.

The City's Housing Goals, shown in Attachment G, provide support for consideration of the rezoning to accomplish overall housing goals of the City with a suitable design context for the surrounding area.

Attachment F-Rezoning Establishment Findings

Sec. 29.1114 “PUD” PLANNED UNIT DEVELOPMENT OVERLAY DISTRICT

(1) Purpose. The Planned Unit Development (PUD) Overlay zone is intended to allow flexibility in Zoning District and General Standards where design flexibility helps further the goals of the Comprehensive Plan and is compatible with its surroundings. The PUD zone is intended to:

- (a) Provide for innovative and imaginative development through flexibility in the design, placement of buildings, clustering of housing types, use of open space, and related site and architectural design considerations;
- (b) Increase the stock of diverse housing types for a variety of income levels;
- (c) Promote efficient land use and infrastructure construction, while maintaining high-quality living environments for privacy, architectural interest, streetscape, walkability, and open spaces for private and common use;
- (d) Provide for a variety of private and common open space areas corresponding to smaller lot sizes along with additional amenities for larger developments;
- (e) Encourage and preserve opportunities for energy efficient development; and
- (f) Encourage context-sensitive infill development.

(3) Establishment. The PUD Overlay zone applies to all lands that are zoned PUD on the Zoning Map. A Zoning Map Amendment may be approved provided the City Council makes the following findings:

- (a) The Zoning District and Overlay are consistent with the comprehensive plan.

Finding: The RN-2 Land Use designation in the Ames Plan 2040 includes the RM zoning designation as an implementing option for the designation. Although the general density of an RN-2 area is targeted at 6 dwelling units per acre, individual site can exceed the general density limitation when taken in combination with other goals of the Comprehensive Plan. Specifically, RM is allowed for small areas of “multi-family clusters” and the PUD Zoning helps ensure the design of the site will be compatible with the surroundings. As discussed above, the plan for affordable housing supports rezoning of the site to create additional diverse housing opportunities that are contextually sensitive to the area.

The site is 2.78 acres with a proposed residential use which meets the minimum site size for a PUD.

- (b) The property on which the PUD is requested has a residential zoning of RL, RM, UCRM, RH, FS-RL, FS-RM, S-SMD, or is concurrently proposed to be changed to one of these Zoning Districts.

Finding: The proposed rezone is to change the zoning to an RM zoning designation which is supported in RN-2.

- (c) The design of the commercial area is compatible with the overall PUD design concept and integrated in the development.

Finding: Not applicable.

- (d) The existing and proposed infrastructure is sufficient in design and capacity to support the project with water, sanitary sewer, storm drainage, streets and other transportation related facilities.

Finding: The property at 3216 Tripp Street can be directly served by Water, Sanitary Sewer and the abutting street. Storm water management is planned with a regional facility abutting the site. All utilities serving the site were completed as part of the construction of the Baker Subdivision.

- (e) The PUD Master Plan includes interconnected pedestrian and bicycle circulation routes to the surrounding areas and within the development.

Finding: The PUD standards require that the future building proposal include connections to the sidewalk along Tripp Street as well as circulation throughout the site to any and all residential buildings for bicycles and pedestrians.

- (f) The proposed PUD Master Plan is consistent with the requirements of this ordinance and all deviations, exceptions, and limitations stated on the Master Plan are clear, identifiable, and necessary in support of the design concept and the purpose statements of the overlay.

Finding: The Master Plan included with this proposal states the parameters for future development of the site with regard to number of units, parking rate, allowed uses, housing type and building height. No specific deviations are identified at this time.

- (g) The proposed PUD Master Plan is in harmony with the purpose of the overlay.

Finding: The PUD Master Plan maintains the standards within the allowed deviations in the overlay. The base RM zoning standards will be maintained as well as the minimum allowed deviations in the PUD standards. Future Major Site Plan review by City Council will ensure compliance with the remaining zoning standards.

The following purpose statements apply directly to the future development of this site:

- 1. Increase the stock of diverse housing types for a variety of income levels;**
The future project will provide additional housing for affordability which will provide housing for a mix of incomes separate form the typical market rate.
- 2. Promote efficient land use and infrastructure construction, while maintaining high-quality living environments for privacy, architectural**

interest, streetscape, walkability, and open spaces for private and common use;

The project to be developed here will utilize infrastructure that has already been constructed adjacent to the site and will call for an orientation of some buildings facing Tripp Street. The project will also encourage architectural interest beyond typical standard design to create a more aesthetic presence in the neighborhood. Common open space will also be encouraged for use by residents living here.

3. Encourage and preserve opportunities for energy efficient development;

The proposed project at this location will be required to utilize geothermal heating and cooling. The geothermal infrastructure is already installed. The future partner developer will be required to connect to this system.

4. Encourage context-sensitive infill development.

Future building construction at this site is limited to 3 stories in height the PUD Masterplan and will be reviewed with consideration for building design in relation to the surrounding neighborhood. With regard to building mass and roof design so as to integrate with the existing surrounding residential areas.

- (h) Findings for approval of a Master Plan with a PUD Overlay rezoning may be deferred, when the City Council initiates a property rezoning.

Finding: No specific findings are proposed to be deferred with the proposed rezone. Future building design and site design details will be reviewed by City Council through a Major Site Development Plan and must be found to comply with the PUD masterplan and all other applicable zoning standards.

Attachment G- Ames Plan 2040 Excerpts

LAND USE: CATEGORIES

Residential Neighborhood 2 (RN-2: Established)

CHARACTERISTICS

- » Typically mid to late 20th century through 21st century development.
- » Completely built-up except for infill sites.
- » Mostly but not exclusively single-family, with some attached and small-scale multifamily.
- » Relatively large single-use blocks, beginning of suburban type development patterns.
- » Variety of lot and single-family home sizes.
- » Common pattern of automobile-oriented design with front-loaded garages.
- » Breaks the fine-scale grid with larger blocks and curvilinear streets, cul-de-sacs and loops.
- » Some sidewalk discontinuity, with some internal pathways and cluster development.
- » Limited or no transit access.
- » Includes some Planned Developments with unique design features.

APPLICABLE EXISTING ZONING CATEGORIES

- » RL Residential Low-Density
- » RM Residential Medium-Density
- » F-PRD Planned Residence District

GOALS

- » Conservation of general neighborhood character and structural conditions.
- » Target maximum gross density in the range of 6 units/acre, except in multifamily clusters.



DEVELOPMENT GUIDELINES

- » Maintain character of single-family residential blocks.
- » Infill limited to attached units and small townhome developments adjacent or near existing attached units and public space.
- » On infill sites, use scale and design to respect context.
- » Small-scale office and commercial uses with limited traffic generation that preserve residential scale along avenues, mixed use avenues, and thoroughfares.
- » Recognize street hierarchy and capacity when considering changes in land use and transportation.
- » Allow common accessory functions, e.g. places of worship, and parks.
- » Support increased use of architectural features, such as porches, and quality building materials to enhance the visual appearance of properties and neighborhoods.

PUBLIC ACTIONS

- » Infrastructure rehabilitation where necessary.
- » Use urban environment enhancements such as neighborhood gateways, placemaking, traffic calming, and lighting to add aesthetic value.
- » Recognize increasing historic integrity of mid-century residential design.
- » Monitor neighborhood conditions and develop programs to support reinvestment in older neighborhoods.
- » Support transit service extensions to serviceable areas.
- » Improve pedestrian environment where necessary and upgrade bike route connectivity and wayfinding to complement trails.
- » Consider exception processes related to additions, garage placement, and accessory dwelling units to support reinvestment in existing homes.
- » Use overlays and neighborhood plans to address specific areas with conservation and design guidelines to reflect the broad geographic diversity, lot sizes, and architectural styles.

Attachment H- Ames Plan 2040 Excerpts

POLICY FRAMEWORK

HOUSING CHOICE AND ATTAINABILITY

Ames will have housing choice that are attainable for people of all income ranges.

- H1-1.** Establish a goal and coordinated program to increase annual production of non-multifamily housing units, specifically focusing on single-family attached and detached, duplex forms, townhomes and rowhouses, and small footprint apartment developments.
- H1-2.** Establish standards and appropriate areas within both growth and infill redirection areas for a variety of residential types. The intent is support a general variety of housing that is integrated within a neighborhood. Discourage purpose-built student housing located away from campus.
- H1-3.** Work with neighborhoods to explore modification of selected single-family zoning districts to permit accessory dwelling units and duplexes on lots that meet specific criteria focused on design compatibility.
- H1-4.** Evaluate City programs and development standards for diversifying housing types, tenure, and price points within developments over a certain size. This includes consideration of financial incentives and acquisition of land for low-income housing and consideration of public participation in infrastructure or other development costs to create additional housing opportunities.
- H1-5.** Utilize a variety of funding sources and programs to support retention and creation of affordable housing. This includes supporting use of Section 8 vouchers within the community, partnerships with private or nonprofit development corporations, use of CDBG and HOME funds, and other housing trust, state and federal programs.
- H1-6.** Encourage development of housing forms that provide a source of rental income for potential owner-occupants, in coordination with Policy HD-3. These include owner-occupied duplexes, accessory dwelling units, and co-housing concepts.

NEIGHBORHOOD QUALITY

Ames will support maintaining the quality of existing neighborhoods by encouraging reinvestment and conserving and enhancing existing housing stock.

- H2-1.** Maintain the character of existing single-family blocks in established neighborhoods. When diversifying density, limit higher-density infill to areas with frontages along avenues and boulevards as designated in the Complete Streets Plan.
- H2-2.** Make strategic investments in public infrastructure that enhance character and sustain the value of neighborhoods. Examples include support of neighborhood driven and identified improvements as well as regular City investment in infrastructure upgrades and maintenance for consistent quality and features across the community. Infrastructure includes sidewalks, lighting, street trees, storm water, public art, traffic calming, and other traditional infrastructure.
- H2-3.** Support use of a Rental Code and other property maintenance codes to ensure safe and high-quality living conditions for Ames residents. Addressing nuisances and dilapidated or dangerous building conditions may require specific intervention tools and methods to alleviate impacts to the surrounding and neighborhood character.
- H2-4.** Identify resources, such as the use of CDBG and HOME funds, for targeted programs that 1) maintain the integrity of residential building envelopes, 2) encourage energy efficiency, and 3) fund acquisition/rehab/resale programs for homes that become available at feasible cost.
- H2-5.** Use zoning and building standards to address neighborhood design and architectural compatibility. Specific overlays, such as Historic Districts, Hospital Medical, and Single-Family Conservation, address design features, scale, transitions, and uses for the purpose of maintaining neighborhood character.

NEW DEVELOPMENT AREAS

Ames will use density, scale, and building types to define development areas that build connected communities, each of which provides housing choices.

- H3-1.** Implement the essence of this plan's growth area concepts by providing specific land use guidance for their development with required density ranges. Plan for a mix of housing types that match the land use intent for the growth areas and infill areas. Monitor development as it occurs over time to ensure trends are consistent with land use, growth, environment, and housing goals.
- H3-2.** Emphasize design quality with density to create compatibility of uses and lasting character for new neighborhoods and developments. Through the development approval process, encourage attributes such as walkability, continuous and usable public space, trail connectivity, and placemaking features. Establish general standards and outcomes that give applicants both the flexibility and the responsibility to demonstrate consistency with the goals for housing diversity and quality.

ITEM #: 42 B
DATE: 01-24-2023
DEPT: P&H

COUNCIL ACTION FORM

SUBJECT: AMENDMENT TO REZONING AGREEMENT FOR ACCEPTING A LETTER OF CREDIT IN LIEU OF CASH SECURITY

BACKGROUND:

Hunziker Development Group, the owner of 28.58 acres of property located at 798 North 500th Avenue has applied to amend the previously approved Rezoning Master Plan for the North Sunset Ridge development. The site is located to the north of the existing Sunset Ridge Subdivision (Attachment A - Location Map). The property is located on land annexed to the City in February 2022. The current zoning of Floating Suburban Residential Low-Density (FS-RL) and Master Plan was approved by the City Council on August 9, 2022.

With the rezoning, the developer entered into a Contract Rezoning Agreement that included provision for a financial contribution to the extension for sanitary sewer line through the site and a separate section regarding a Master Plan for the zoning approval. **Specifically, the developer is required to provide a one-time payment to the City in the amount of \$604,725 within 14 days of the award of the contract for construction of the sanitary sewer extension, or approval of final plat, whichever occurs first.** The City would hold the funds in an interest-bearing escrow account for payments related to the sanitary sewer construction. The City awarded the contract for this project at its January 10th meeting.

In addition to a request to amend the existing Master Plan related to the configuration of access points and total number of units, the developer also is requesting an amendment to the rezoning agreement to allow temporarily substituting a letter of credit for the cash security. Accepting the letter of credit would defer cash payment to the City until March 31st, which would coincide with the start of construction of the sanitary sewer project.

This request is unusual in that it a change of terms to the agreement and City practice is to require cash security when there is a defined contribution to a project rather than a percentage share. Taking cash as security allows the City to earn some interest on the contribution as a slight hedge against inflated construction costs when the date of the project is unknown. In this instance, the project amount is known due to the award of the contract for the project, the project costs will not increase over the next two months. Therefore, satisfying this request should not set a precedent.

Revisions to the Rezoning Agreement require a public hearing as an amendment to the contract. The revision to the Master Plan and amendment to Rezoning Agreement were noticed for the January 24th City Council meeting. **The changes to the sanitary sewer terms of the Rezoning Agreement are not subject to a Planning and Zoning Commission recommendation, as is the case for the separate Master Plan revision issue. City Council can hold the public hearing for amendments to the Rezoning Agreement for this property and close the public hearing. At the conclusion of the hearing, City Council can determine whether to approve the amendment regarding the substitution of the letter of credit for cash security. This issue is differentiated from acting on the revision to the Master Plan that is also on this same agenda.**

ALTERNATIVES:

1. Approve the attached amendment to the Contract Rezoning Agreement authorizing acceptance of a Letter of Credit in the amount of \$604,725 in lieu of cash security until March 31st.

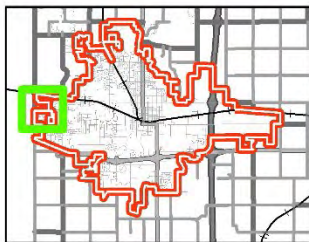
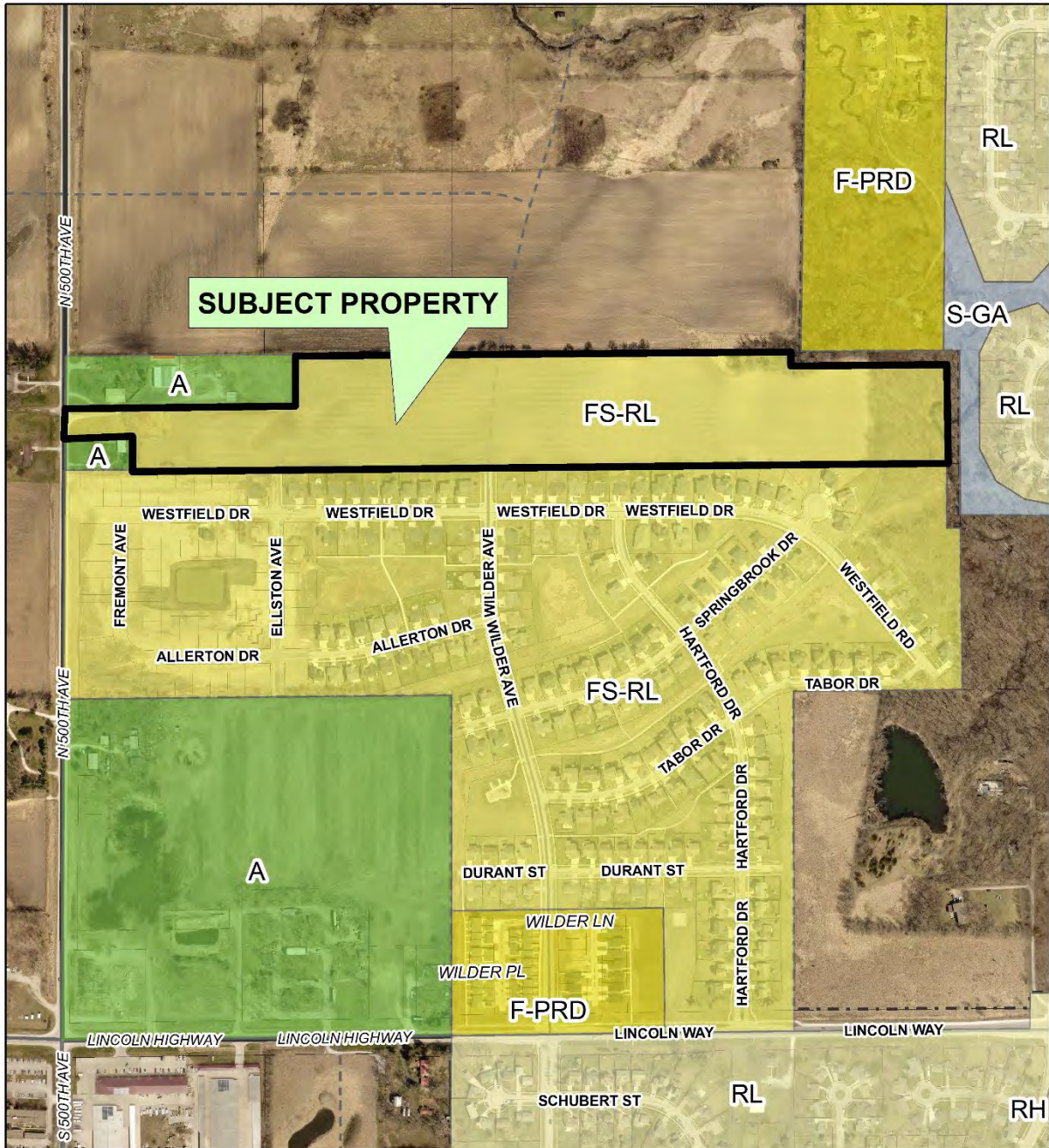
The unsigned amendment is attached. The developer must sign the agreement prior to the Public Hearing.

2. Decline to approve the amendment and required the cash payment to the City in the amount of \$604,725 on January 25, 2023.

CITY MANAGER’S RECOMMENDED ACTION:

The proposed change is a departure from typical City practice where cash in escrow is the preferred method of securing a developer’s obligation. Cash in escrow is under the control of the City and can financially hedge against rising costs of a project. A letter of credit is typically used to secure public improvements constructed by a developer where the City is unlikely to readily need access to the funds. The developer requests this financial flexibility for their benefit and believes that the short term substitution does not change the costs for the project or the ability to pay the contractor by the City. With the short duration of the substitution and known costs of the project, this one-time substitution does not significantly affect the viability of the project for the City. Therefore, it is the recommendation of the City Manager that the City Council approve Alternative #1.

Attachment A- Location & Current Zoning



798 N 500th Avenue ZONING MAP



0 0.025 0.05 0.1 0.15 0.2 0.25 Miles

S P A C E A B O V E R E S E R V E D F O R O F F I C I A L U S E
Legal description: See page 4.
Return document to: City Clerk, 515 Clark Avenue, Ames IA 50010
Document prepared by: Mark O. Lambert, City of Ames Legal Department, 515 Clark Ave., Ames, IA 50010 – 515-239-5146

**FIRST AMENDMENT TO CONTRACT REZONING AGREEMENT
FOR ADOPTION OF THE MASTER PLAN FOR 798 N. 500TH
AVENUE**

THIS IS AN AMENDMENT to an Agreement made by and between the City of Ames, Iowa and Hunziker Development Group, LLC, upon the following terms and conditions:

1 DEFINITIONS. When used in this Amendment, unless otherwise required by the context:

- 1.1 “City” means the City of Ames, Iowa, an Iowa Municipal Corporation, the seller of the property herein.
- 1.2 “Developer” means Hunziker Development Group, LLC, an Iowa limited liability company.
- 1.3 “Agreement” means the recorded Agreement, presently in force between the City and Developer, filed in the office of the Recorder of Story County, Iowa, on August 15, 2022, as Instrument No. 2022-08152, which was a contract rezoning agreement with master plan, which set certain conditions for a rezoning of real property locally known as 798 N. 500th Avenue, Ames, Iowa.
- 1.4 “Site” means the real property located at 798 N. 500th Avenue, Ames, Iowa, the legal description for which is set forth in Exhibit ‘A’ attached hereto.

2 CIRCUMSTANCES. Under the terms of the Agreement made by Developer and the City; specifically Part II(c), Developer is obligated to pay to the City the sum of \$604,725 as of January 24, 2023. The funds are Developer’s share of the cost of a public improvements project that must timely be in the hands of the City to meet City’s contractual obligations. As a convenience to Developer, Developer requests to provide the City with a letter of credit (a “LOC”) in lieu of the cash requirement owed to the City for its sanitary sewer obligation for a temporary period.

3 **AMENDMENT.** The Agreement is amended at Part II(c) to allow Developer to provide a LOC payable to the City and in a form acceptable to the City in lieu of a cash payment in the amount of \$604,725. By noon on March 31, 2023, the Developer shall make the full cash payment to the City. Upon receipt of the full cash payment required, the City shall return said LOC to Developer. Said LOC shall be acceptable to the City if it is delivered to the City Clerk on or before noon on January 24, 2023, and if the LOC contains no contingencies or conditions that must be satisfied by the City to draw upon the LOC; that is, it shall be payable upon the City's demand at any time, for any reason. City shall draw upon the LOC provided if any part of the required cash payment has not been delivered to the City as required. If Developer is unable to provide a timely and acceptable LOC as described herein, Developer shall make the full escrow cash deposit in cash to the City on or before January 24, 2023, as required by the Agreement.

4 **CONTINUED FULL FORCE.** The Agreement shall continue to have full force and effect in accordance with the terms thereof, subject, however, to this Amendment.

IN WITNESS WHEREOF, the City and the Developer have executed this Amendment on this _____ day of January 2023.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed effective as of the date first above written.

	DEVELOPER:	
		HUNZIKER DEVELOPMENT GROUP, LLC
		By: Justin Dodge, Manager

ITEM #: 42
DATE: 01-24-23
DEPT: P&H

COUNCIL ACTION FORM

SUBJECT: REZONING MASTER PLAN AMENDMENT FOR CONTRACT REZONING AGREEMENT FOR 798 N 500TH AVENUE (NORTH SUNSET RIDGE)

BACKGROUND:

Hunziker Development Group, the owner of 28.58 acres of property located at 798 North 500th Avenue has applied to amend the previously approved Rezoning Master Plan for the North Sunset Ridge development. The site is located to the north of the existing Sunset Ridge Subdivision (Attachment A - Location Map). The property is located on land annexed to the City in February 2022. The current zoning of Floating Suburban Residential Low-Density (FS-RL) and Master Plan was approved by the City Council on August 9, 2022 (Attachment C - Zoning Map excerpt; Attachment D – Existing Master Plan).

Due to some changes in the proposed development, the Master Plan needs to be amended to allow for the developer to proceed with a preliminary plat application. The amended Master Plan includes revisions to the connection points to the north, future development of land on the west, and increase in the maximum units from 65 to 75 units. (Attachment E – Amended Master Plan). The current FS-RL zoning will remain the same.

The initial Master Plan identified five road connection points. The amended Master Plan includes four connection points. The proposed northerly street extension to the east of Wilder Avenue has been removed at the request of City staff. Staff recommends this change as the City of Ames is in the process of acquiring the land to the north for a community park. The proposed extension was eliminated due to potential conflicts with a future layout for the park. The lack of planned extension north does create a long dead end cul-de-sac street to the east, which are typically avoided by the City. The unique issue of compatibility with a future park and lack of other extension options to the south or east create this condition.

Additionally, a street on the west side of the property that would extend north at the neighboring Hall’s property is moved further to the west. Purchase of the Hall property applicant has not been finalized, and some of the details of this connection are still to be determined. Staff would not support a final street alignment during subdivision review that would require removal of a substantial building that is not under the control of the developer. Relocation of this access point is intended to represent a general location with the requirement of north extension being included in an eventual subdivision design.

Land at the west edge of the side is now identified as “future development.” Previously, much of this land was identified as open space; however, it is the intent of the developer

that this land be merged with the Hall property for future development. Reconfiguration of the northern access point as proposed and acquisition of an additional property to the north would allow for single family lots to be laid in a future subdivision of this area.

The developer proposes to construct between 60-75 new single-family detached homes on 14-18 acres. The net density will be in the range of 3.75-4.81, which meets or exceeds the minimum required density of 3.75 in FS zoned districts. A portion of this development is indicated as “future development” on the amended Master Plan. With the new proposed developable area, the maximum number of units would increase from 65 units to 75 units for the entire site.

The Master Plan dictates the general street layout, general buildable area in location and acres and number of units as well as net density. The plan also guides the layout of utilities to serve the site. The final configurations of lots and open space is determined during preliminary plat review. The preliminary plat must be found to substantially conform to the Master Plan.

Open space and storm water detention will account for 4.5-10.0 acres of the 28.58-acre property. This exceeds the minimum 10% required open space in the FS zone standards. A Preliminary Plat and Final Plat must be approved before construction of homes can begin and to determine final lot layouts, utilities, and configurations of open space. The Preliminary and Final Plats will ensure that the requirements of the Master Plan are met.

The City plans to share in the cost of a sanitary sewer extension through this site. The current agreement includes terms for cost share and timing of the improvement. A second amendment to the Contract Rezoning agreement is on the same agenda to modify the financial security terms for this sewer extension. Other utility and infrastructure extensions are readily available to serve the site. A water main is available to the south in the existing Sunset Ridge Subdivision and can be extended into this site. Ames Electric will serve the eastern half of the site and Consumers Energy will serve the western half.

PLANNING & ZONING COMMISSION RECOMMENDATION:

On January 18, 2023, the Planning & Zoning Commission was scheduled to consider the revised Master Plan at a public hearing. However, a quorum was not attained and the meeting could not be held. The public hearing was continued until February 1st. Per the City’s standards in 29.1507 regarding Master Plan changes, the Planning and Zoning Commission has up to 90 days to consider the item and make a recommendation. Therefore, the City Council cannot take action on a revised Master Plan without a recommendation of the Commission until after 90 days have lapsed.

Therefore, the City Council can take public input at the public hearing on the January 24, 2023, but no decision on the Master Plan can be made by the City Council. The proposed Master Plan amendment will need to be re-noticed for a future City Council meeting once there is a recommendation by the Planning and Zoning Commission.

ALTERNATIVES:

1. Table the item. The item will be re-noticed once there is a recommendation from the Planning and Zoning Commission.
2. Open the public hearing and take public comment. At the conclusion of hearing, refer this matter back to staff or the applicant for more information.

CITY MANAGER'S RECOMMENDED ACTION:

The request for the Master Plan Amendment is consistent with the adopted Ames Plan 2040 as described in the addendum. Utilization of infrastructure and City services for this parcel are consistent with what has been anticipated for development in this area. The current zoning of the property will remain the same, but the location of development and total number of units are adjusted with the proposed amendment. The amended Master Plan will restrict the maximum number of units on this property to no more than 75 with all dwellings as single-family detached homes.

Consideration of a future City Park to the north has led to a change for the east side of the site that creates a long dead-end block. Although this condition is typically avoided, the designated length is within the approvable limits of the Subdivision Code of ¼ mile length. Final design details of the street and lot layouts will be part of the preliminary plat review process.

Unfortunately, at this time no action on the Master Plan can be taken due to a lack of a recommendation from the Planning and Zoning Commission. Therefore, it is the recommendation of the City Manager that the City Council approve Alternative #1.

ADDENDUM

REZONING BACKGROUND:

Existing Uses of Land. Land uses that occupy the subject property and other surrounding properties are described in the following table.

Direction from Subject Property	Existing Primary Land Uses
Subject Property	Undeveloped / Row-crop
North	Undeveloped / Row-crop
East	Wooded floodplain / Single-Family Residential further east
South	Single-Family Residential
West	Existing farmsteads and Row-crop

Ames Plan 2040

The project area has a RN3 land use designation. The RN3 characteristics are supported further by Ames Plan 2040 Comprehensive Plan Principles related to Growth principles in (G1-6) as well as Neighborhoods and Housing (H3) which are contained below in Attachments F and G. These sections include guiding principles for creating appropriate urban fabric, housing considerations, and maintaining community character.

The sections relating to Land Use Designation, Neighborhood Characteristics, Growth Goals and Development Guidelines are shown below from the RN3 section of the Ames 2040 Comprehensive Plan as a reference. Not all elements allowed in each section pertain to the current proposal but also are not found to conflict with the proposal for this property. A brief analysis of Complete Streets typology is also included.

Staff finds that the elements stated in the principles below are met in relation to the low-density residential development in the RN3 Land Use Category as reflected within the proposed Master Plan.

Land Use Designation

The Future Land Use Map designates the land as “Residential Neighborhood 3” (RN3). Open Space/Greenway designation applies in part to the site as well. The RN-3 designation supports an average density of five units per acre as the city develops and expands. This is a goal over a broad area that is designed to encourage of mix of housing types and efficient use of land; however, it does not necessarily apply to each project that is proposed. Various zoning districts are used to implement this designation. The Open Space/Greenway was part of the original evaluation of the area and the need for public park space. The public park will be to the north of this land and there no other open space areas that need to be preserved.

RN3 areas will typically have zoning of FS-RL, FS-RM, F-PRD (Planned Residence District), PUD (Planned Unit Development) or RLP (Manufactured home park). This site is already zoned FS-RL, there is no change with this amendment.

Attachment F includes the excerpt of Plan 2040 for the RN3 designation that is discussed below. Each land use designation in Plan 2040 describes its context and potential issues to be addressed or guidance for projects as they occur during the next 20 years. The existing FS-RL zoning along with the proposed Master Plan amendment aligns with the RN3 land use designation.

Neighborhood Characteristics

The RN3 designation is oriented around contemporary but diverse development options in planned expansion areas of the city, typically known as FS zoned areas. These areas were originally envisioned in the 1997 Land Use Policy Plan as villages.

Ames Plan 2040 further describes RN3 neighborhoods as being designed with conventional suburban type development patterns involving single-family homes at low or medium density. Curvilinear streets, loop streets with minimal cul-de-sacs will be common street characteristics. Such neighborhoods will commonly be automobile oriented. Transit service is likely limited or non-existent. Neighborhoods will have access to private green space involving internal paths and trails. Stormwater detention features will be incorporated into design. In general, some small commercial nodes will be located within or in nearby areas of RN3.

Growth Goals

The goals of RN3 involve creating a variety of housing types and price points that can be attainably priced and owner occupied. This involves neighborhood design through zoning tools such as the Planned Development of neighborhood cores containing higher density with links to single-family areas and nearby neighborhood services. The use of Complete Streets concepts is expected with elements to include active transportation linkages and providing safe access for all neighborhood cores and activity areas.

Development Guidelines

The neighborhoods in RN3 designated areas will incorporate flexible lot sizes to accommodate diverse housing types with regard for architectural character, environmental and open space factors in design decisions. Generally, higher density residential will be encouraged along avenues, boulevards and mixed-use avenues and other streets with significant bicycle and potential transit routes and within master planned projects. Street, sidewalks, and trails will have full connectivity. New developments will require neighborhood and community parks nearby in relation to the City's open space and park planning. Typically, developments should be within ½ mile of a park.

Open Space and Parks

A City neighborhood park currently exists approximately 1/4 of a mile to the south of this property in the Sunset Ridge neighborhood. This meets the Land Use goal of the proposed neighborhood being within a ½ mile of a city park. Additionally, the Ames 2040 Comprehensive Plan does have a general conceptual plan for acquisition of park space

for a larger community park immediately north of this property. With the existing park and planned park to the north, no additional public park land is planned with this development.

The Future Land Use Map Open Space/Greenway designation at the east edge of the site continues to be shown on the amended Master Plan as open space. The Future Land Use Map also shows a green swath of open space adjacent to Wilder Avenue. This was intended to convey the conceptual location of a future public park. The actual location of the park will be north of this development. The extension of Wilder Avenue will continue extension of the shared use path. The shared use path will eventually provide connection to the future park.

Complete Streets Typology

The proposed street extensions into this area are classified in the Ames 2040 Plan Complete Streets typology as Neighborhood Streets which are designed to be low traffic with separated walkways and some on-street parking. The technical functional classification is 'local street'.

These types of streets are intended in new expansion areas with low density zoning such as this development. One of the connecting streets, Wilder Avenue, is designated as a 'residential collector street'. This street type is intended as a connector to local streets in low density residential areas. The street typology is not affected by the requested master plan amendment.

Public Actions

Plan 2040 includes actions to guide City plans for infrastructure. It relies primarily on using the Capital Improvements Program (CIP) to plan for extension of major roads, water and sewer infrastructure while considering development agreements, connection districts and assessments to help facilitate extensions. The need for sanitary sewer trunk line extension is within the CIP and is supported by the contract rezoning agreement.

Existing Zoning

The existing zoning is "FS-RL" (Attachment C – Zoning Map, excerpt). No changes to the existing zoning are proposed. The property was rezoned on August 9, 2022, from "A" (Agricultural) to "FS-RL" (Floating Suburban Residential Low-Density) with a Master Plan.

The properties to the north are outside the city in Story County and currently row cropped as well as existing farmsteads and row crop land along and across North 500th to the west. The property to the east in floodplain along Clear Creek with some wooded residential lots are zoned RL (Residential Low-Density). Properties immediately to the south are zoned "FS-RL" (Floating Suburban Residential Low-Density) in the existing Sunset Ridge Subdivision which contain single-family detached homes.

Floodplain is located on small area on the far eastern side of the property. The floodplain area will be contained in proposed open space. Developed lots will be located outside of flood prone areas.

Proposed Master Plan

The amended Master Plan (Attachment E) will govern density with a range of 60-75 units allowed on the site. The net density will be in the range of 3.75-4.81 units per net acre. The net acreage of developable area will be 14-18 acres of the total 28.57 acres. Open space and storm water detention will include 4.5-10.0 acres. The original plan allowed for a maximum of 65 units.

The Preliminary Plat and subsequent Final Plat(s) will ensure that the number of units align with the Master Plan.

The Master Plan is required based on Section 29.1507(3): when *“an application is made for amending the zoning map to designate any property as FS-RL, FS-RM, or PUD, the applicant must either prepare a Master Plan or request that the City Council determine whether it will be required.”*

The Master Plan dictates the general street layout, general buildable area in location and acres and number of units as well as net density. The plan also guides the layout of utilities to serve the site. The final configurations of lots and open space is determined during preliminary plat review.

Infrastructure

Impacts on infrastructure and City services for this parcel are consistent with what is already anticipated for residential use of the property. Public utilities such as water and sewer serving this parcel are located immediately south in the Sunset Ridge development and can be easily extended to this site. Electricity is also available to serve the site.

A large Sanitary Sewer trunk main is required through the site from east to west to accommodate planned future growth to the north and west of this site. A contract zoning agreement was finalized with the developer on August 9, 2022, at time of rezoning to ensure financing and construction of the main. The main is required for future growth beyond this site and as such must be installed with this subdivision. An amended rezoning agreement is required due to the amended Master Plan; however, the terms of the cost-sharing are not changing.

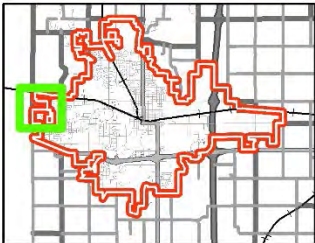
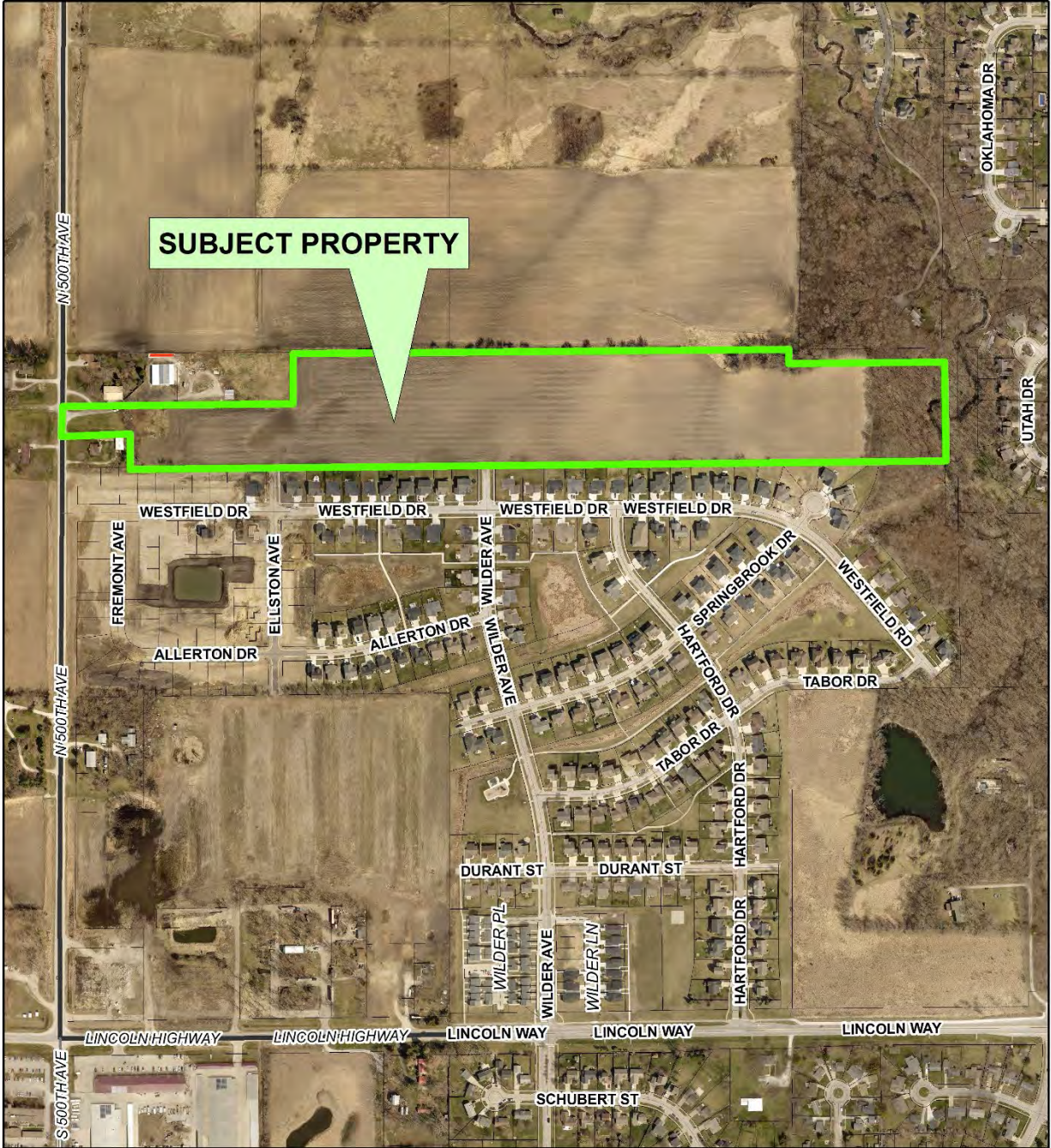
Wilder Avenue and Ellston Avenue will extend into the development from the south connecting into the Sunset Ridge Subdivision's network of streets and to Lincoln Way. An east to west street will bisect the site to serve the remainder of the area. Sidewalks will be provided throughout the site and an existing shared use path to the south in Sunset Ridge will be extended through the neighborhood along Wilder Avenue. All the connections and proposed streets are adequate to serve the anticipated traffic generated by this site.

Findings of Fact. Based upon an analysis of the proposed rezoning and laws pertinent to the proposed map amendment, staff makes the following findings of fact:

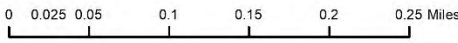
1. The subject property is owned by Hunziker Development Group.
2. The existing zoning is consistent with the “Residential Neighborhood 3 (RN3)” identified on the Ames Plan 2040 Future Land Use Map.
3. Development in the “FS-RL” zoning district requires a Master Plan and subsequent Platting review process to assure that such development and intensity of use assures a safe, functional, efficient, and environmentally sound operation.
4. Ames Municipal Code Section 29.1507(4) describes the process for submitting a Master Plan.
5. Impacts on infrastructure and City services for this parcel is consistent with what is already anticipated for the area.

Public Notice. The City provided mailed notice to all property owners within 200 feet of the subject property and two signs were placed on the property prior to the City Council meeting in accordance with the notification requirements of Chapter 29.

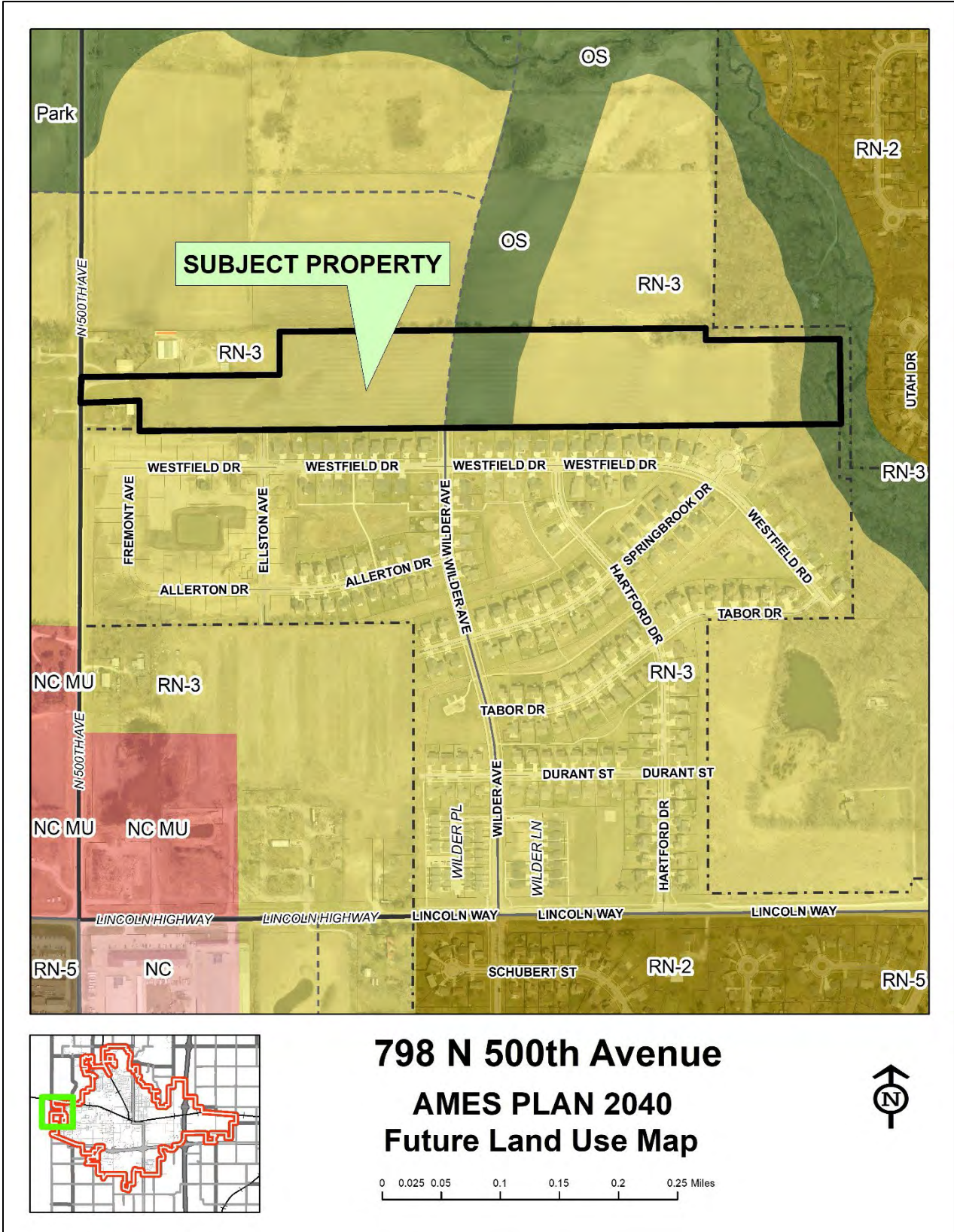
Attachment A - Location Map



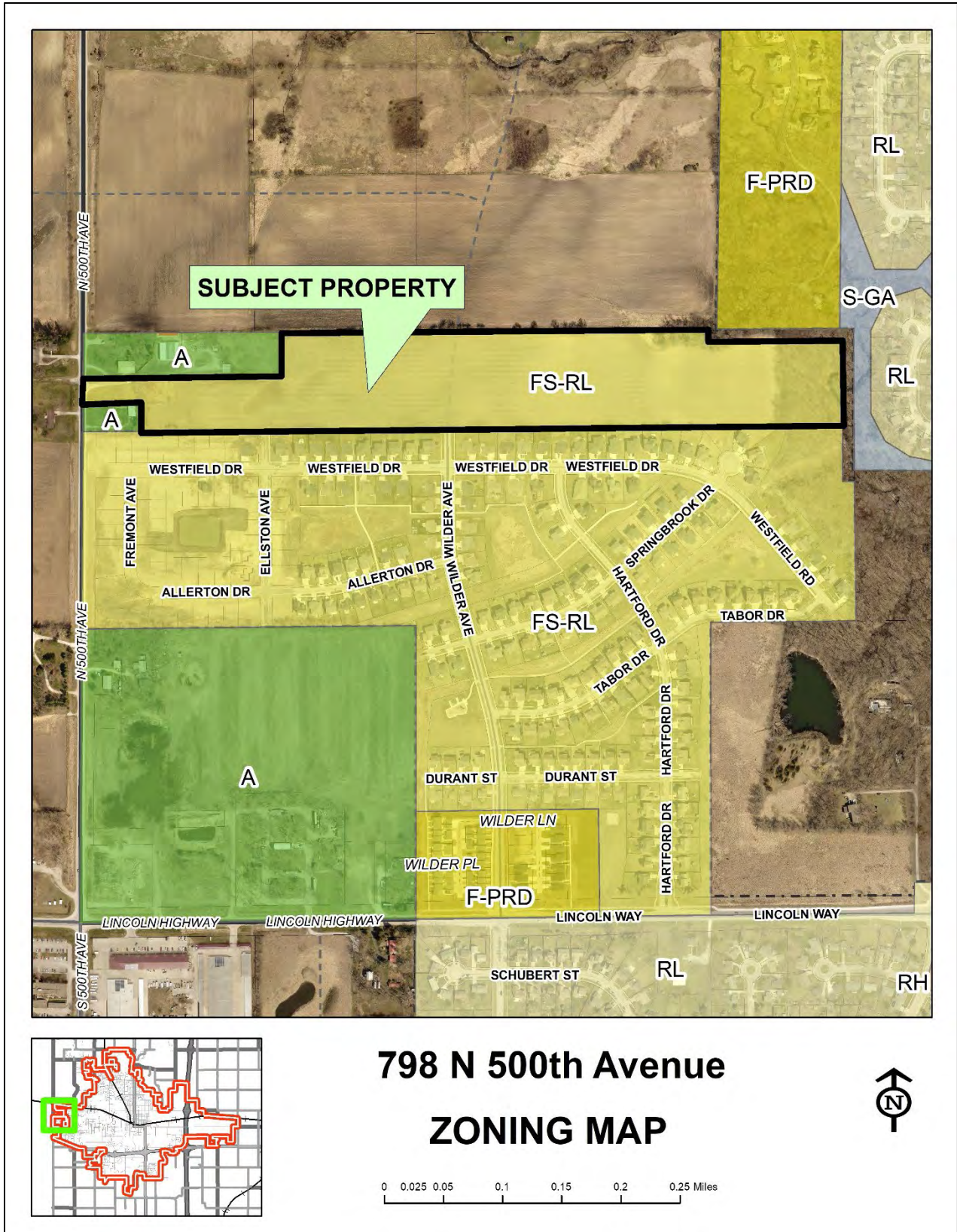
798 N 500th Avenue
LOCATION MAP



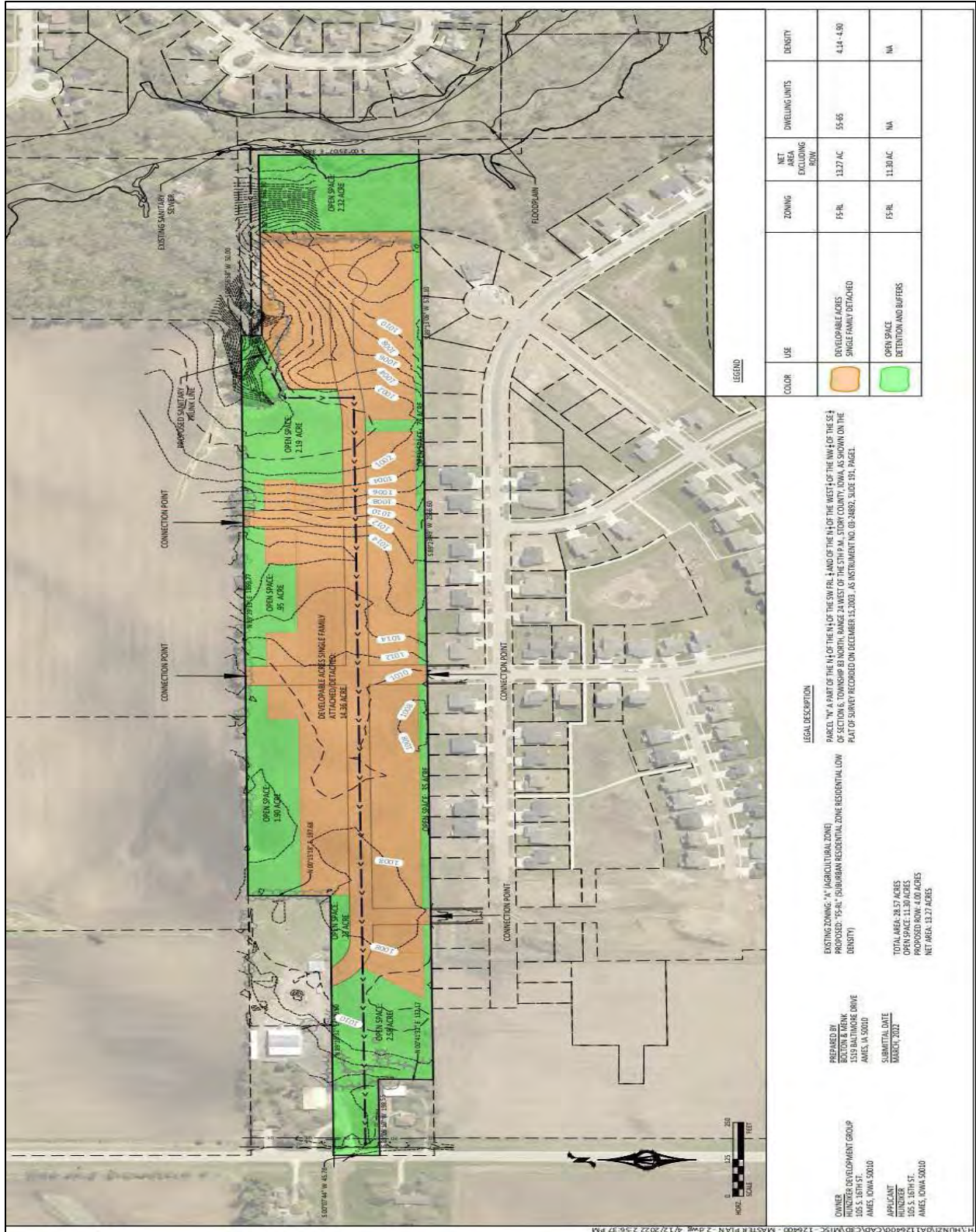
Attachment B – Future Land Use Map, excerpt



Attachment C – Zoning Map, excerpt



Attachment D - Existing Master Plan



LEGEND

COLOR	USE	ZONING	NET AREA EXCLUDING ROW	DWELLING UNITS	DENSITY
	DEVELOPABLE ACRES SINGLE FAMILY DETACHED	F5-RL	13.27 AC	55-65	4.14 - 4.90
	OPEN SPACE DEFERATION AND BUFFERS	F5-RL	11.30 AC	NA	NA

LEGAL DESCRIPTION
 PARCELS "A" PART OF THE NE 1/4 OF THE NW 1/4 OF THE SW 1/4 AND OF THE NE 1/4 OF THE SE 1/4 OF SECTION 6, TOWNSHIP 58 NORTH, RANGE 24 WEST OF THE 5TH PA. ST. COUNTY, IOWA, AS SHOWN ON THE PART OF SURVEY RECORDED ON DECEMBER 16, 2003, AS INSTRUMENT NO. 00-24882, SLIDE 50, PAGE 1.

EXISTING ZONING: "A" (AGRICULTURAL ZONE)
PROPOSED: "F5-RL" (SUBURBAN RESIDENTIAL ZONE RESIDENTIAL LOW DENSITY)

TOTAL AREA: 28.57 ACRES
OPEN SPACE: 11.30 ACRES
PROPOSED ROW: 1.00 ACRES
NET PAGER: 13.27 ACRES

PREPARED BY:
 HUNZIGER DEVELOPMENT GROUP
 105 S. 16TH ST.
 AMES, IA 50010

APPLICANT:
 HUNZIGER
 105 S. 16TH ST.
 AMES, IOWA 50010

SUBMITTAL DATE:
 MARCH, 2022

Attachment E – Amended Master Plan



Figure 1: Master Plan
January 2023

Sunset Ridge North
Hunziker Land Development



Attachment F- RN3 Characteristics

Residential Neighborhood 3 (RN-3: Expansion)

CHARACTERISTICS

- » Contemporary but diverse development options in planned expansion areas of the City, known as FS zoned areas. Originally envisioned in the 1997 LUPP as "villages" and residential subdivisions.
- » Primarily residential and largely single-family at low and medium densities. Some medium-density apartment developments.
- » Conventional suburban lot sizes in subdivisions.
- » Limited or no transit access.
- » Access to private green space, internal paths, and trails is often included in development design. Includes storm water detention features within developments.
- » Curvilinear street networks, minimizing cul-de-sacs, but somewhat limited connectivity at times.
- » Common pattern of automobile-oriented design with front-loaded garages.
- » Includes small commercial nodes.

APPLICABLE EXISTING ZONING CATEGORIES

- » FS-RL Suburban Residential Low-Density
- » FS-RM Suburban Residential Medium-Density
- » F-PRD Planned Residence District
- » PUD Planned Unit Development Overlay District
- » RLP Residential Low-Density Park

GOALS

- » Wide range of housing types and price points, need to incorporate attainably priced owner occupied housing.
- » Planned development of neighborhood cores, with higher density, linkages to single-family areas, and neighborhood services.
- » High level of internal connectivity and planned street linkages to surrounding developments.
- » Use Complete Street concepts with development. Include active transportation linkages. Provide safe access for all to neighborhood cores and activity areas.
- » Target minimum gross density in major new development areas of 6 units per acre.

DEVELOPMENT GUIDELINES

- » Flexible lot size design standards for diverse housing types, including architectural character, environmental, and open space factors in design decisions.
- » Higher residential densities (attached, townhomes, small multi-unit buildings) on avenues, boulevards, and mixed use avenues, and other streets with significant bicycle and potential transit routes; and within master planned projects.
- » Street, sidewalk, and trail connectivity.
- » New development requires neighborhood and community parks. See also Parks and Recreation Chapter.
- » Plan to accommodate transit extensions into developing areas by design and density levels.
- » Allow common accessory functions, places of worship, and parks.
- » Apply minimum density standards to new development, single-family 3.75 du/A, medium-density minimum density 10.0 du/A, cores and high-density areas have higher intensity and densities than medium-density.

PUBLIC ACTIONS

- » Review and modify zoning and subdivision regulations to address intended range of uses and design standards.
- » Permit accessory dwelling units with lot size and design standards.
- » Extend trail network into growth areas.
- » Support transit extensions to serviceable areas.
- » Use the Capital Improvements Program to plan for extension of major road, water, sewer infrastructure. Consider use of development agreements, connection districts, and assessments to help facilitate extensions.



Attachment G- Growth Principles

GROWTH: GUIDING PRINCIPLES



Guiding Principles of Growth

G1: Sustainable Growth. The vision is for new growth to be both economically and environmentally sustainable. This encompasses housing densities that minimize the footprint of growth and reduce service cost per unit; maximum use of existing infrastructure; new investments that have citywide benefits; and preservation of environmental assets.

G2: Contiguous Greenfield Development. Ames will accommodate much of its projected population growth in areas contiguous to the existing built-up city. During the Plan 2040 process, the City identified alternative contiguous Tier 1 and Tier 2 areas as most readily able to serve the projected growth in population and employment. Providing multiple opportunity areas creates choices that support a variety of needs of a growing community.

G3: Infill that Enhances Urban Fabric. Ames will take advantage of existing infill sites within the existing urbanized area to increase both the efficiency and quality of its urban environment. Infill development may change the types and intensities of land use and introduce new building forms. Larger areas planned for change are described as redirection or redevelopment areas. As such, it requires an assessment of community needs and character of the surrounding area to guide planning and policy decisions on specific changes.

G4: Quality Urban Experience. The City endeavors to provide urban and suburban experiences that suit a variety of interests. All new development areas will be supportive of a healthy and safe urban environment to be enjoyed by all residents. New growth will include a planned diverse mix of housing and include or provide good access to trails, public parks and open space, services, and commercial development. Quality of design, including building architecture and relationships to its surrounding, along with improvements to the

public realm, are key components of an urban experience and a attractiveness of suburban locations.

G5: Review and Approval Process. The ongoing land use planning process defines priorities and policies, while development review affirms consistency with specific standards that implement these policies. Decisions will be made through a transparent, collaborative process that includes stakeholders, and moves toward solutions that are compatible with long-term community goals. This process should be viewed by all parties as fair and reliable.

G6: Planning for Equity. Ames will continue to grow in diversity of its people and jobs during the next twenty years. Equity with growth requires consideration of the needs of a diverse population. This includes adding affordable housing, multiple housing types, and market-based price points, supporting economic growth, expanding transportation choice, providing accessible institutions and services, and maintaining a variety of amenities.

ITEM#: 43
 DATE: 01-24-23
 DEPT: PW

COUNCIL ACTION FORM

SUBJECT: 2021/22 CONCRETE STREET PAVEMENT IMPROVEMENTS (STANGE ROAD AND 24TH STREET)

BACKGROUND:

This is an annual program to rehabilitate or reconstruct concrete streets that have deteriorated to prevent premature breakdown of the pavement. This work will provide enhanced rideability to residents and visitors. **This project is for the reconstruction of Stange Road (Blankenburg Drive to 24th Street) and 24th Street (Stange Road to Railroad crossing). Work will include improvements to pavement, storm and sanitary utilities, ADA ramp, sidewalk, shared use path, and the 24th and Stange intersection.**

Stange Road will be reconstructed with concrete and include little change to the existing footprint of the current Stange Road. The project includes improvements to the storm sewer system, additional sidewalk on the east side of Stange Road to tie into ISU's existing sidewalk system, and improved bus stop locations.

24th Street will also be reconstructed with concrete and will be changed from a four-lane section to a three-lane section from the railroad tracks to Stange Road. Forecasted traffic volumes and turning motion support this lane reduction. The reduction to a three-lane section will also help with storm water issues and provide area behind the new curb along 24th Street where shallow storm water swales can be constructed. The project will also include the connection of the sidewalk across the railroad tracks on the north side of 24th Street.

This project was bid through the Iowa Department of Transportation (DOT), due to MPO/Federal/State funding. This project will have a late start date of April 3, 2023. The project will be completed over two years with 130 working days for each 2023 and 2024.

On January 18, 2023, the bids for the project were received as follows:

Bidder	Bid
<i>Engineer's Estimate</i>	\$4,043,624.44
Con-Struct	\$4,252,314.23
Absolute Concrete Construction	\$4,699,184.75
Concrete Technologies	\$5,273,445.08
Hulstein Excavating	\$5,610,199.34

A summary of revenues and projected expenses is shown below:

Funding Source	Available Revenue	Estimated Expenses
GO Bonds 2021/22 Concrete Improvements	\$ 2,600,000	
MPO/STP SWAPP Funds	1,600,000	
Water Quality Funds	100,000	
Unobligated GO Bonds	500,000	
2023/24 Storm Sewer Improvements	200,000	
Union Pacific Agreements		\$ 117,270.00
Engineering/Administration		600,000.00
Stange and 24th Construction (Low bid)		4,252,314.23
TOTAL	\$ 5,000,000	\$ 4,969,584.23

ALTERNATIVES:

1. a. Accept the report of bids for the 2021/22 Concrete Pavement Improvements (Stange and 24th)
- b. Approve the final plans and specifications for this project and award the 2021/22 Concrete Pavement Improvements (Stange and 24th) project to Con-Struct Inc, of Ames, Iowa, in the amount of \$4,252,314.23
2. Reject the bids and do not proceed with this project.

CITY MANAGER'S RECOMMENDED ACTION:

Accepting the report of bids and approving final plans and specifications will allow this project to proceed. Delay or rejection of these bids would result in a loss of SWAPP funding for the project. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as described above.

ITEM #: 44
 DATE: 01-24-23
 DEPT: PW

COUNCIL ACTION FORM

**SUBJECT: 2022/23 DOWNTOWN STREET PAVEMENT IMPROVEMENTS – ALLEY
 (5TH ST – 6TH ST BETWEEN DUFF AVE AND DOUGLAS AVE)**

BACKGROUND:

This program is for reconstruction or rehabilitation of downtown streets and alleys. This project includes the replacement of the existing alley pavement with 7 inches of new concrete pavement. Staff met on-site with the impacted businesses who reached out about staging and access needs. Comments from those meetings were incorporated into the project.

On January 18, 2023, bids for the project were received as follows:

<i>Bidder</i>	<i>Base Bid Amount</i>
<i>Engineer's estimate</i>	<i>\$ 133,510.00</i>
Brothers Concrete	\$ 103,062.30
All Star Concrete, LLC.	\$ 129,397.52
Con-Struct Inc.	\$ 137,137.00
Pillar Inc.	\$ 137,488.10
TK Concrete, Inc.	\$ 149,065.75
Jet Drain Services	\$ 153,885.00
Absolute Concrete	\$ 169,697.26
Shekar Engineering, P.L.C	\$ 169,967.51
Choice Concrete LLC.	\$ 171,750.36

Revenue and expenses associated with this program are estimated as follows:

	Available Revenue	Estimated Expenses
2022/23 Downtown Pavement Imp. (G.O. Bonds)	\$ 250,000	
Construction		\$ 103,062.30
Engineering/Administration		20,000.00
	\$ 250,000	\$ 123,062.30

ALTERNATIVES:

1. a. Accept the report of bids for the 2022/23 Downtown Street Pavement Improvements – Alley (5th St – 6th St between Duff Ave to Douglas Ave) project.
- b. Approve the final plans and specifications for this project and award the 2022/23 Downtown Street Pavement Improvements – Alley (5th St – 6th St between Duff Ave to Douglas Ave) project to Brothers Concrete of Des Moines, Iowa, in the amount of \$103,062.30.
2. Award the contract to one of the other bidders.
3. Do not proceed with this project.

CITY MANAGER'S RECOMMENDED ACTION:

By approving final plans and specifications and awarding the contract, this project will result in lower street maintenance costs, improve area drainage, and provide a better neighborhood aesthetic. Therefore, it is the recommendation of the City Manager that the City Council adopt Alternate No. 1, as noted above.

ITEM #: 45
 DATE: 01-24-23
 DEPT: PW

COUNCIL ACTION FORM

SUBJECT: 2022/23 FIRE STATION 3 CONCRETE REPLACEMENT

BACKGROUND:

Fire Station #3 was constructed in 2002. Since its construction, the concrete driveway has deteriorated around the structure. Multiple patches have been applied to the concrete over the last five years but were only temporary until the entire driveway could be replaced. In spring 2021, a portion of the concrete driveway was replaced; this project will complete the replacement of the remaining driveway.

On January 18, 2023, bids for the project were received as follows:

Bidder	Base Bid
<i>Engineer's Estimate</i>	\$ 264,032.25
Brothers Concrete	\$ 228,269.50
All Star Concrete, LLC.	\$ 254,181.15
Con-Struct, Inc.	\$ 268,478.20
GTG Construction LLC.	\$ 288,738.75
Lakeside Contractors LLC.	\$ 290,889.22
Jet Drain & Excavating	\$ 291,089.90
Shekar Engineering, PLC	\$ 314,109.35
Jensen Builders, LTD	\$ 315,769.99
Choice Concrete, LLC.	\$ 325,885.31
Absolute Concrete	\$ 342,835.59
Woodruff Construction Inc.	\$ 399,709.93

One non-responsive bid was also received (missing bid item unit).

Revenues and expenses associated with this project are estimated as follows:

	Available Revenue	Estimated Expenses
2022/23 Fire St 3 Conc Repl (G.O. Bonds)	\$ 342,338	
Construction (lowa bid)		\$ 228,269.50
Engineering and Administration		40,000.00
TOTAL	\$ 342,338	\$ 268,269.50

ALTERNATIVES:

1. a. Accept the report of bids for the 2022/23 Fire Station 3 Concrete Replacement project.
- b. Approve the final plans and specifications for this project and award the Fire Station 3 Concrete Replacement project to Brothers Concrete of Des Moines, Iowa, in the amount of \$ 228,269.50.
2. Do not proceed with this project.

CITY MANAGER'S RECOMMENDED ACTION:

Accepting the report of bids and awarding will allow this project to proceed, improving pavement conditions and lowering maintenance costs of Fire Station 3.

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

ITEM #: 46
 DATE: 01-24-23
 DEPT: PW

COUNCIL ACTION FORM

SUBJECT: 2022/23 SEAL COAT STREET PAVEMENT IMPROVEMENTS AND NEIGHBORHOOD CURB PROGRAM – (MURRAY DR – NORTHWESTERN AVE TO GRAND AVE)

BACKGROUND:

This is the annual program for removal of built-up seal coat and reconstruction with an asphalt surface. This program restores surface texture, corrects structural deficiencies, and increases life expectancy of these streets. **This project includes the replacement of the existing street pavement with seven inches of asphalt pavement and storm/sanitary sewer repair/replacement. This project will also include the replacement of deteriorated curb and gutter as part of the neighborhood curb program.**

On January 18, 2023, bids for the project were received as follows:

<i>Bidder</i>	<i>Base Bid Amount</i>
<i>Engineer's estimate</i>	<i>\$ 873,372.90</i>
Manatts Inc.	\$ 722,863.45

Revenues and expenses associated with this program are estimated as follows:

	Available Revenue	Estimated Expenses
2022/23 Seal Coat Imp. (G.O. Bonds)	\$ 750,000	
2022/23 Neighborhood Curb (Road Use Tax)	300,000	
Construction		\$ 722,863.45
Engineering/Administration		131,000.00
TOTALS	\$1,050,000	\$ 853,863.45

ALTERNATIVES:

1. a. Accept the report of bids for the 2022/23 Seal Coat Street Pavement Improvements and Neighborhood Curb Program – (Murray Dr – Northwestern Ave to Grand Ave) project.

b. Approve the final plans and specifications for this project and award the 2022/23 Seal Coat Street Pavement Improvements and Neighborhood Curb Program – (Murray Dr – Northwestern Ave to Grand Ave) project to Manatts Inc. of Ames, Iowa, in the amount of \$ 722,863.45.
2. Award the contract to one of the other bidders.
3. Do not proceed with this project.

CITY MANAGER’S RECOMMENDED ACTION:

By approving final plans and specifications and awarding the contract, this project will result in lower street maintenance costs, improve area drainage, and provide a better neighborhood aesthetic. **Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1, as noted above.**



Memo

Department of Planning & Housing

TO: Mayor and City Council

FROM: Kelly Diekmann, Planning & Housing Director

DATE: January 24, 2023

SUBJECT: Amended Ordinance for the Second Reading of a Zoning Text Amendment for Home Occupations

After the First Reading of the Home Occupation text amendment, staff found additional places where Home Occupations were referenced in the Zoning Ordinance.

1. Numerous zoning districts individually called out Home Occupations as an allowable use and specified the method of review: either a Home Occupation Permit reviewed by staff, or a Special Home Occupation Permit reviewed by the Zoning Board of Adjustment. As permit processes are no longer proposed for the code, they should be removed.
2. References to Special Home Occupation Permits also needs to be removed from Sec. 29.1403, which outlines the duties of the Zoning Board of Adjustment. The ZBA will no longer be reviewing Special Home Occupation Permits, which will no longer exist.

No changes to Sec. 29.1304 or Sec. 29.1304A are proposed. Staff requests that Council adopt the attached draft ordinance which incorporates the additional amendments that are needed.

ORDINANCE NO.

AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE CITY OF AMES, IOWA, BY AMENDING SECTIONS 29.201 AND 29.1403 AND ARTICLES 6, 7, 8, 10, AND 12 OF CHAPTER 29, BY REPEALING AND REPLACING SECTION 29.1304, AND BY ENACTING A NEW SECTION 29.1304A THEREOF, FOR THE PURPOSE OF REGULATING HOME OCCUPATIONS, 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 amending Sections 29.201 and 29.140 and Articles 6, 7, 8, 10, and 12 of Chapter 29, by repealing and replacing Section 29.1304, and by enacting a new Section 29.1304A as follows:

“Sec. 29.201. DEFINITIONS.

...

(13) Animal Boarding House means a place or establishment other than an animal shelter where animals not owned by the proprietor are sheltered, fed, and watered in return for consideration.

(98) Home Occupation means an occupation, profession, activity, or use conducted for financial gain or profits in a dwelling unit or on a residential property that is clearly secondary to the residential use of the dwelling unit or property, ~~does not alter the exterior of the dwelling unit, or affect the residential character of the property or the neighborhood, and does not employ more than 2 persons, not including resident(s) of the dwelling.~~

...

Sec. 29.600. “A” AGRICULTURAL.

...

**Table 29.600(2)
Agricultural (A) Zone Uses**

USE CATEGORIES	STATUS	APPROVAL REQUIRED	APPROVAL AUTHORITY

Household Living Accessory Uses			

Home Occupation	Y	HO --	ZBA/Staff --

...

HO = Home Occupation

...

Sec. 29.701. "RL" RESIDENTIAL LOW DENSITY.

...

**Table 29.701(2)
Residential Low Density (RL) Zone Uses**

USE CATEGORIES	STATUS	APPROVAL REQUIRED	APPROVAL AUTHORITY

Household Living Accessory Uses			

Home Occupation	Y	HO --	ZBA/Staff --

...

HO = Home Occupation

...

Sec. 29.702. "RM" RESIDENTIAL LOW DENSITY.

...

**Table 29.702(2)
Residential Medium Density (RM) Zone Uses**

USE CATEGORIES	STATUS	APPROVAL REQUIRED	APPROVAL AUTHORITY

Household Living Accessory Uses			

Home Occupation	Y	HO --	ZBA/Staff --

...

HO = Home Occupation

...

Sec. 29.703. "UCRM" URBAN CORE RESIDENTIAL MEDIUM DENSITY ZONE.

...

**Table 29.703(2)
Urban Core Residential Medium Density (UCRM) Zone Uses**

USE CATEGORIES	STATUS	APPROVAL REQUIRED	APPROVAL AUTHORITY

Household Living Accessory Uses			

Home Occupation	Y	HO --	ZBA/Staff --

...

HO = Home Occupation

...

Sec. 29.704. "RH" RESIDENTIAL HIGH DENSITY.

...

**Table 29.704(2)
Residential High Density (RH) Zone Uses**

USE CATEGORIES	STATUS	APPROVAL REQUIRED	APPROVAL AUTHORITY

Household Living Accessory Uses			

Home Occupation	Y	HO --	ZBA/Staff --

...

HO = Home Occupation

...

Sec. 29.705. "RLP" RESIDENTIAL LOW DENSITY PARK ZONE.

...

**Table 29.705(4)
Residential Low Density Park (RLP) Zone Uses**

USE CATEGORIES	STATUS	APPROVAL REQUIRED	APPROVAL AUTHORITY

Household Living Accessory Uses			

Home Occupation	Y	HO --	ZBA/Staff --

...

HO = Home Occupation

...

Sec. 29.801. "NC" NEIGHBORHOOD COMMERCIAL ZONING STANDARDS.

...

**Table 29.801(2)
Neighborhood Commercial (NC) Zone Uses**

USE CATEGORIES	STATUS	APPROVAL REQUIRED	APPROVAL AUTHORITY

Household Living Accessory Uses			

Home Occupation	Y	HO --	ABA/Staff --

...

Sec. 29.806. “CCR” COMMUNITY COMMERCIAL/RESIDENTIAL NODE.

...

**Table 29.806(2)
Community Commercial/Residential Node (CCR) Zone Uses**

USE CATEGORIES	STATUS	APPROVAL REQUIRED	APPROVAL AUTHORITY

Household Living Accessory Uses			

Home Occupation	Y	HO ==	ZBA/Staff ==

...

Sec. 29.808. “DSC” DOWNTOWN SERVICE CENTER.

...

**Table 29.808(2)
Downtown Service Center (DSC) Zone Uses**

USE CATEGORIES	STATUS	APPROVAL REQUIRED	APPROVAL AUTHORITY

Household Living Accessory Uses			

Home Occupation	Y	HO ==	ZBA/Staff ==

...

Sec. 29.809. “CSC” CAMPUSTOWN SERVICE CENTER.

...

**Table 29.809(2)
Campustown Service Center (CSC) Zone Uses**

USE CATEGORIES	STATUS	APPROVAL REQUIRED	APPROVAL AUTHORITY

Household Living Accessory Uses			

Home Occupation	Y	HO ==	ZBA/Staff ==

...

Sec. 29.1003. “S-SMD” SOUTH LINCOLN SUB AREA MIXED-USE DISTRICT.

...

**Table 29.1003(2)
South Lincoln Sub Area (S-SMD) Mixed-Use District**

USE CATEGORIES	STATUS	APPROVAL REQUIRED	APPROVAL AUTHORITY

Household Living Accessory Uses			

Home Occupation	Y	HO --	ZBA/Staff --

...

HO = Home Occupation

...

Sec. 29.1004. "DGC" DOWNTOWN GATEWAY COMMERCIAL.

...

**Table 29.1004(2)
Downtown Gateway Commercial (DGC) Uses**

USE CATEGORIES	STATUS	APPROVAL REQUIRED	APPROVAL AUTHORITY

Household Living Accessory Uses			

Home Occupation	Y	HO --	ZBA/Staff --

...

HO = Home Occupation

...

Sec. 29.1202. "F-S" SUBURBAN RESIDENTIAL ZONE.

...

**Table 29.1202(4)-1
Suburban Residential Floating Zone
Residential Low Density (FS-RL) Uses**

USE CATEGORIES	STATUS	APPROVAL REQUIRED	APPROVAL AUTHORITY

Household Living Accessory Uses			

Home Occupation	Y	HO --	ZBA/Staff --

...

HO = Home Occupation

...

**Table 29.1202(4)-2
Suburban Residential Floating Zone
Residential Medium Density (FS-RM) Uses**

USE CATEGORIES	STATUS	APPROVAL REQUIRED	APPROVAL AUTHORITY

Household Living Accessory Uses			

Home Occupation	Y	HO --	ZBA/Staff --

...

HO = Home Occupation

...

Sec. 29.1304. HOME OCCUPATIONS.

- (1) Purpose. This Section is intended to protect residential areas from potential adverse impacts of activities defined as Home Occupations; to permit residents of the community a broad choice in the use of their homes as a place of livelihood in the production or supplementing of personal/family income; to restrict any negative impacts on surrounding properties; and to establish criteria and develop standards for the use of residential structures or dwelling units for Home Occupations.
- (2) Definitions.
 - (a) Clients and Customers are visitors to a Home Occupation who are engaging the services offered by the Home Occupation or who are purchasing items sold by the Home Occupation. Clients and customers are not residents of the dwelling where the Home Occupation is located and are not employed by the Home Occupation.
- (3) Regulation.
 - (a) Home Occupations are an allowed use, subject to conformance with all codes and standards of the Ames Municipal Code. No permit or license is required.
 - (b) A Home Occupation shall be operated and maintained in conformance with the criteria set forth in this section.
- (4) Criteria.
 - (a) All Home Occupations must comply with City, County, and State regulations for public health and safety, including rules and regulations related to fire and building codes, health and sanitation, transportation, or traffic control, solid or hazardous waste, pollution, or noise control.
 - (b) Any Home Occupation that does not comply with all of the criteria in this section is prohibited.
 - (c) All Home Occupations must comply with the following requirements:
 - (i) Operation, Impact, and Nuisance.
 - a. The Home Occupation operation shall not alter the structure so that it is no longer a dwelling unit.
 - b. The activity shall be conducted in a manner that will not alter the normal residential character of the premises.
 - c. The use shall be compatible with the residential use of the property and with the surrounding residential uses.
 - d. There shall be no emission of smoke, dust, odor, fumes, glare, noises, vibration, or electrical or electronic disturbances detectable at the lot line that would exceed what is normally produced by the residential use of a dwelling unit.
 - e. Hours of operation for employees, clients/customers, and deliveries are to be between the hours of 6:30 a.m. and 7:00 p.m.
 - (ii) Area Limitations:
 - a. Buildings.

- (1) The Home Occupation must occupy less than 50% of the gross floor area of the dwelling unit but may occupy 50% or more of the gross floor area of an accessory structure.
 - (2) Other structures on the property may be used for the Home Occupation, but less than 50% of the sum of the gross floor area of all buildings may be occupied by the business.
 - (3) The gross floor area calculation shall not include attics or detached buildings intended for animal use (chicken coops, dog houses, etc.).
 - (4) All zoning district requirements for primary structures, detached garages, and accessory structures apply.
- b. Yard.
- (1) Home Occupation activity in a yard is prohibited unless it is:
 - (i) In a side or rear yard and
 - (ii) Behind a fence that is:
 1. Solid and opaque, and
 2. A minimum of 6 feet high.
 - (2) The Home Occupation must occupy less than 25% of the fenced yard area, in addition to the space used in (a)(1).
 - (3) Use of a front yard or a street side yard for Home Occupation purposes is prohibited.
 - (4) Use of a yard may be restricted by other City Codes and zoning standards, such as Outdoor Storage.
- (iii) Signage.
- a. Any sign utilized at the Home Occupation shall be limited to one flush-mounted sign on the main residential structure, which shall not exceed one square foot in area.
 - b. Such sign shall not be lighted and nonreflecting materials shall be used.
 - c. The legend shall show only the name of the occupant and the type of occupation.
- (iv) Traffic.
- a. Not more than 10 vehicular trips related to the business per day shall be allowed. A trip to and from the Home Occupation location shall count as one trip.
 - b. The maximum number of trips shall include those taken by employees, clients/customers, and deliveries.
 - c. The delivery and pick up of materials or commodities to the premises by commercial vehicles shall not interfere with the delivery of other services to the area.
- (v) Parking Criteria.
- a. A property with a Home Occupation shall meet all the standards for parking and driveways in Sec. 29.406, including but not limited to, the minimum number of required parking spaces, paving, and location requirements.

- b. Trailers, inoperable vehicles, and other Home Occupation-related equipment shall not be stored on the driveway. One operable company vehicle is allowed to park in the driveway.
 - c. Only one delivery vehicle associated with the activity may be parked on the street near the premises for not more than 4 consecutive hours.
 - d. One additional on-site parking space is required above the normal parking requirement where 2 or more clients/customers are likely to visit the premises concurrently.
 - e. No more than 4 client or customer vehicles related to the Home Occupation during any given hour shall be allowed on the site.
 - f. On street parking of equipment, vehicles, trucks, and trailers related to or used for the home occupation is prohibited, with the exception of one vehicle related to the home occupation that may be parked on the street.
- (vi) Maximum Occupancy of the Dwelling Unit for Employees and Clients/Customers.
- a. There is no limitation on primary residents as employees.
 - b. No more than two non-residents of the dwelling may be employed by the Home Occupation.
 - c. Employees arriving at the site for work that occurs either on-site or off-site are included as non-resident employees.
 - d. The maximum number of clients/customers at any one time shall not exceed four.
 - e. An exception to the maximum occupancy limitation is permitted for exhibitions of goods or sales of goods that occur for three days or fewer when the occurrence is less than three times a year.
- (vii) Number of Home Occupations.
- a. The total number of Home Occupations within a dwelling unit is not limited.
 - b. The cumulative impact of all Home Occupations conducted within the dwelling unit shall not exceed the criteria in this section.
- (5) Rummage/Garage Sales.
- (a) A rummage/garage sale is a sale of household goods and belongings held either outdoors or in a garage.
 - (b) Rummage/garage sales are not Home Occupations, provided the following:
 - (i) The sale does not occur over more than three consecutive days.
 - (ii) No more than three sales per year are conducted.
 - (iii) The maximum number of sales per year is not contingent upon the length of any sale. The number of sales may not increase beyond three by shortening the length of each sale.
- (6) Prohibited Uses. In addition to Home Occupations that do not comply with the criteria, the following uses are prohibited for Home Occupations:
- (a) Alcohol sales
 - (b) Adult-oriented businesses, including:
 - (i) Creating or selling pornography
 - (ii) Providing nude or topless dancing

- (c) Animal boarding houses, kennels, stables, and veterinary hospitals
 - (i) Exception. An in-home animal boarding house is allowed as a Home Occupation for the boarding of up to six (6) animals. Use of the yard for the keeping of boarded animals is not permitted as part of an in-home animal boarding house.
- (d) Dancing studios or exercise studios
- (e) Private clubs
- (f) Restaurants and bars
- (g) Repair or painting of motor vehicles (including motorcycles and boats) or of any trailer, camper, etc., pulled by a motor vehicle
- (h) Firearm training or instruction
- (i) Shooting ranges
- (j) Welding or machine shop
- (k) Dispatch service with cars on-site
- (l) Dry cleaners
- (m) Funeral homes or mortuaries
- (n) Medical and dental offices
- (o) Equipment rental
- (p) Outdoor storage or salvage businesses
- (q) Towing

Sec. 29.1304A. CHILD DAY CARE FACILITIES, HOME-BASED.

- (1) Regulation. A Day Care operated within a dwelling unit that includes a primary resident of the home as an employee is allowed without a permit when it is licensed by the State of Iowa as a Type "A" (e.g., up to six children) or Type "C" 1 adult (e.g., up to eight children).
- (2) A Day Care licensed by the State as a Type "B" or a Type "C" 2 adults or any other type of Day Care requires a Special Use Permit per Section 29.1503. The applicable criteria for a Special Use Permit is listed in Section 29.1503(5).
- (3) Day Care Centers are not a home-based Child Care Facility.
- (4) Dedicated Area. For Family Day Care homes, the entire dwelling unit may be used to serve the various needs of day care (e.g., kitchen, bathroom, napping rooms, play areas, etc.) However, the Day Care can provide care to no more than one person per 35 square feet of the total dwelling unit, exclusive of baths, hallways, closets, kitchens, and dining areas. The dining area may be included in the square footage calculation if used by Day Care participants for activities other than meals.
- (5) Parking and Traffic. Each permitted Day Care must meet and maintain on-site parking to minimum requirements of the Zoning Ordinance. The Board shall consider the proposed parking, along with drop off and pick up, as part of their review to determine if traffic levels and parking are compatible with the area for any Day Care requiring a Special Use Permit. The Board may apply conditions to any Special Use Permits for parking and traffic control as allowed by Section 29.1503.
- (6) Family Day Care in Multifamily Dwellings. Child Care Facilities in multifamily dwellings shall comply with the following additional criteria.
 - (a) A defined outdoor play area is available on-site that provides not less than 75 square feet per child based on the maximum number of children that will be

attending the Day Care at any given time, or a public or neighborhood park is located within 300 feet of the site. This provision only applies to day care provided to children five years of age and older.

- (b) An area designated and posted for guest parking is provided on the site; or at least one parking space must be posted and reserved for use of the day care operation only. Parking spaces otherwise required to meet minimum parking requirements for the residents may not count toward the required guest or reserved parking spaces.
- (c) The Day Care operator must provide evidence that the owner of the multifamily building has no objections to the Day Care operation, and that he or she agrees to comply with the required guest or reserved parking provisions.

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Sec. 29.1403. ZONING BOARD OF ADJUSTMENT.

...

(7) **Powers.** As provided by Section 414.12 of the Iowa Code, the Board has the power to:

(b) ~~Special Use Permits, Special Home Occupation Permits, and Exceptions.~~ Hear and decide on applications for Special Use Permits, ~~Special Home Occupation Permits,~~ and Exceptions in accordance with Sections 29.1503 and 29.1506 of this Ordinance.

...

(9) **Applications to the Board.** Applications to the Board for a Special Use Permit, ~~Special Home Occupation Permit,~~ Variance, Exception, or Reasonable Accommodation may be made by any person. Such application shall be made by filing with the secretary of the Board a written notice specifying the grounds therefore. The secretary shall publish notice of the application in a paper of general circulation in the City.

...”

Section Two. Violation of the provisions of this ordinance shall constitute a municipal infraction punishable as set out by law.

Section Three. All ordinances, or parts of ordinances, in conflict herewith are hereby repealed to the extent of such conflict, if any.

Section Four. This ordinance shall be in full force and effect from and after its passage and publication as required by law.

Passed this _____ day of _____, 2023.

Renee Hall, City Clerk

John A. Haila, Mayor