

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

AMES, IOWA

FEBRUARY 4, 2020

The Ames City Council met in Special Session at 5:15 p.m. on February 4, 2020, in the Council Chambers in City Hall, 515 Clark Avenue, pursuant to law with Mayor John Haila presiding and the following Council members present: Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, Rachel Junck, and David Martin. *Ex officio* Member Devyn Leeson was also present.

FY 2020/21 BUDGET PROPOSALS:

Library Services. Library Director Sheila Schofer informed the Council of the following statistics for the Ames Public Library:

1. Approximately 1,300 people visit the Library every day
2. 350 sign up for a Library Card each month
3. 1.2 million items were checked out last year (3,400 items each day).
4. 511 volunteers contributed nearly 17,000 hours of assistance in 2018/19

Director Schofer advised that the Library is embarking on a heavily staff-involved and community-engaged strategic planning process. They are incorporating a total city perspective by utilizing resources from Mary Greeley Medical Center, the City of Ames Resident Satisfaction Survey best practices, National Public Library data, City GIS for mapping data, and ISU STATCOM for survey design and tabulation.

The Council was informed of many of the programs offered at the Library. Ms. Schofer commented that Ames ranked No. 1 of all Iowa urban public libraries in attendance at children's programs, with 51,234.

At the inquiry of Council Member Gartin, Director Schofer stated that in 2018, 5,875 free meals were offered to children during the summer (educational and nutritional component). She said she believed that even more meals were served in 2019.

Ms. Schofer noted the number of partnerships that the Library has formed and how valuable they have proven to be. They are expanding current partnerships with school visits, library card sign-up, book talking, and resource sharing. New STEM kits are in the works after the first batch has proved so popular with children and families.

Director Schofer emphasized that the Library welcomes all and is creating welcoming and inclusive spaces with the world language collection. In partnership with local English as a Second Language (ESL) teachers, language learning programs have been added to the calendar with a great response from the community.

Customer Account Services Manager Tracy Briseno informed the Council on some of the ways that the Library is providing outreach in the community. She cited the Bookmobile, events where *Smyles* has been in attendance, Back-to-School events, events for teens, staff visits to people who are home-bound, and staff visits to senior living residents to demonstrate new technology. They have discovered even more ways and places where the Library can connect with members of the community. The Library has also been expanding its digital collection as customer demand for virtual collection materials continues to increase. The increase continues to require staff evaluation of new digital services, training, and the promotion of new resources. There is free Wi-Fi offered throughout the Library, and there are computers available for use. Ms. Briseno noted that the Library

is expanding its non-traditional materials collection.

Council Member Martin asked how many “hot spots” are available to be checked out at the Library. Ms. Briseno stated that, currently, they have 20; there are 30 requests in the queue. They are looking to add ten more. There is a need for more; as soon as one is returned, the customer gets right back on the list.

Director Schofer noted that the Library is a “Smart” building; however, staff is always looking for ways to have continuous improvement towards sustainability.

Council Member Martin asked about funding for *Canopy*, a streaming movie service with access to over 30,000 titles. Mr. Martin noted that, when first introduced as a pilot program, it was being funded by the Friends Foundation. Director Schofer answered that that service is now programmed in the Library’s budget.

Council Member Betcher noted that fine and fee revenue continues to decrease. Ms. Schofer advised that is true as more customers transition to the use of eResources. It is Ms. Schofer’s opinion that fines are used as leverage to get the borrowed items returned to the Library. She said that staff has had conversations about fine and fee impacts and opportunities, barriers to service, and best practices providing service, and helping to ensure people have access to resources.

Water Operations. John Dunn, Director of the Water and Pollution Control Department, provided an overview of the various programs included in the Administration budget. Mr. Dunn advised that the number of marketing and outreach events that the Department participates in each year continues to grow. Many employees from throughout the Department have been helping to educate members of the community on the importance of clean and safe water, both from the tap and in the waterways. Examples and photos of some of the ways the Department has had community outreach at many events were given and shown.

Regarding Plant Operations, Director Dunn advised that the Water Utility is required to complete a “Risk and Resilience Assessment. This is required under America’s Water Infrastructure Act of 2018. The assessments are based on an All Hazards Consequence Management Approach, including malevolent acts, natural hazards, and any other risk that may impact any operation of a utility; it must be completed by December 2020. The assessments also include cyber security risks. The Department will be working with the US DHS on both cyber and physical security assessments.

Mr. Dunn shared that Ames has received back-to-back awards being named the city with the “Best Tasting Water in Iowa.” Last fall, the Facility received its LEED Certification from U. S. Green Building Council. Most recently, the consulting team of FOX Engineering, HERR Engineers, and BARR Engineering was recognized for excellence by the American Consulting Engineers Council for their work on the new Water Treatment Plant. The project received the Grand Prize award in the Water/Wastewater category and also won the prestigious Grand Conceptor award that spans all categories of engineering design work.

Director Dunn noted that student operators continue to play a huge role for the Facility. Students work more than 1,500 hours per year at the Water Plant. Many students work with the Admin team during the summer. Three student operators have been named “Student of the Year” by the Iowa Section of the American Waterworks Association.

Programs for Facility Operations. It was reported that the Water Pollution Control Facility has just

completed 30 consecutive years of 100% compliance with its Discharge Permit. This is the second-longest compliance record in the country. It was noted that biogas produced on-site provides approximately 20% of total electricity needs for the Facility. The anticipated volume of biosolids being recycled is up in the current year budget due to cleaning of digesters. Mr. Dunn advised that an open house of the WPC Facility is budgeted to occur in Spring 2021.

Laboratory. Highlights were provided for the Laboratory Division. The final round of annual lead and copper testing for the drinking water system was completed. Due to lead results well below the federal action level of 15 parts/billion, the Plant qualified for reduced lead and copper monitoring from annual to once every three years. The Laboratory Services Division continues to assist the Squaw Creek Watershed Management Authority by performing analyses at no cost.

W&PC Metering Services. Implementation of the Cross Connection Control Program, which is intended to protect the drinking water distribution system from unintentional backwards contamination by a customer, continues with a high level of customer support. The FY 2020/21 Operating Budget includes a projected 400 meters for new construction and non-routine meter changes annually and 1,200 meters for routine replacement of older meters. There are also 1,000 meters budgeted in the Capital Improvements Plan through FY 2022/23 to complete the Automatic Meter Reading conversion.

Mr. Dunn reviewed the rate and fee adjustments:

1. Proposed 2% Water and 5% Sewer rate increase, effective July 1, 2020
2. Annual update to meter-setting fees based on actual costs
3. Updates to Laboratory Analysis Fees, including adding additional tests
4. Increase other related fees based on the across-the-board rate increases

Public Works. Public Works Director John Joiner showed a video highlighting many of the accomplishments of the Public Works Department. He gave an overview of the major work activities for the Utilities Program, including Water Distribution System Maintenance, and Sanitary Sewer Collection System. A new FTE has been included in the budget for Water Distribution System Maintenance that will be split between the Water Distribution Program (79%) and the Sanitary Sewer Maintenance Program (21%). That position is needed to respond to the increasing workload for water main breaks and sanitary sewer repairs, and also to assist with snow and ice control. Funds are budgeted in FY 2020/21 to upgrade the City's hydro-excavating machine to a trailer-mounted combination jet/vac. That upgrade will assist in more efficient cleaning of sanitary and storm sewers and allow for a more timely response during sanitary and storm sewer backups, which was indicated as a concern in the Resident Satisfaction Survey.

Regarding the Storm Water Permit Program, Municipal Engineer Tracy Warner stated that Smart Watershed public education and outreach continues to be a high priority within the Ames community and the two watershed districts (Squaw Creek Watershed and Headwaters of the South Skunk River Watershed). She stated that staff attends numerous outreach opportunities each year to educate citizens. Ms. Warner noted that she would like to see more people be involved in the cost-share programs. She pointed out that the City is working with Prairie Rivers of Iowa to complete watershed projects, including creation and implementation of a ten-year water quality monitoring plan.

Mr. Joiner provided highlights of the Resource Recovery Plant. It was noted that reject disposal is expected to decrease in FY 2020/21 due to more normal operations. Revenues have declined over the past few years due to a significant reduction in the metals market. There has also been a decrease

in revenues due to lower RDF sales to the Electric Utility caused by boiler maintenance and increased downtime. Outreach efforts during FY 2019/20 have included 725 visitors, 47 tours, and 11 speaking engagements with 263 participants, and 12 events.

Council Member Gartin asked to have major increases in funding highlighted or noted in some way in the future.

Highlights were given for Public Works Administration, Engineering, Traffic Engineering and Maintenance, Street System Maintenance, Parking Operations, and Airport Operations. Pertaining to Administration, the *Ames-on-the-Go* mobile and Web site application continues to expand with other department users requiring new licenses. There were 865 requests made through the system in FY 2018/19. The app has now expanded into Inspections, Electric, Storm Water, and Parks and Recreation. Under the Engineering program, Mr. Joiner noted that GIS dependency continues to grow at a steady pace, with approximately 260 outside registered customers with the City's online GIS portal. Director Joiner emphasized the value of the City's partnership with Iowa State University to provide engineering interns.

Under the Snow & Ice Control Program, Mr. Joiner noted that staff planned for 19 events with a total of 36" of snow; there have been 17 events with 27 inches of snow to date. At this time last winter, there had been 21 inches of snow; however, ended at the beginning in March with a total of 52.5 inches. A graph of salt usage was also shown. At the inquiry of Mayor Haila, Director Joiner shared the Department's philosophy is to minimize environmental impacts while providing for safety. Council Member Betcher noted that staff provided notices to 582 property owners or managers regarding sidewalk snow removal during Winter 2018/19, which is a 50% increase (from 388 notices during 2017/18). Operations Manager Justin Clausen stated that the City gives property owners 24 hours to respond after posting a notice.

Under Parking Maintenance and Operations, Mr. Joiner commented that the Downtown Parking Study was completed in FY 2019/20. As a result of the Study in the Downtown, meter rates were maintained at \$0.50/hour, the duration was increased to three hours, and the employee hang tags were retained. During the next two years, staff will collect data and analyze the infrastructure and capital needs of the parking lot system.

Regarding Airport Operations, Director Joiner reported that the Airport Master Plan update is in progress with the anticipated completion in Spring 2020. Mr. Joiner also noted that the contract with the current Field Base Operator (Central Iowa Air Service) will expire in FY 21/22. Staff will begin negotiations on renewing that contract as the current FBO has provided high-quality customer service that has resulted in an increase of itinerant flights into the Airport and a substantial increase in fuel sales. There has been a 94% increase in overall fuel sales since taking over as the FBO in 2017.

Council Member Betcher asked how it was working for the Airport FBO to clear the snow at the Airport. Traffic Engineer Damion Pregitzer stated that it was working well for snow events where there is not significant accumulation. He noted that if there is significant accumulation, regulations require that airports must shut down.

At the request of Mayor Haila, Municipal Engineer Warner provided the schedule for the South Grand Extension project. It is estimated that it will be able to be driven on within two years.

Fleet Services. Director Corey Mellies advised that the hourly rate for maintenance services will

increase to \$75.40/hour in FY 2020/21, which is a 2.9% increase. The rate is designed to recover the cost of the technicians' salaries and benefits. The average fuel costs are projected to decrease from \$2.45/gallon to \$2.25/gallon for FY 2020/21. A chart was shown of the fuel trends from 2010/11 to 2018/19. A chart was shown on Greenhouse Gas Data Collection, comparing gasohol, E85, biodiesel (seasonal), and diesel. Mr. Mellies stated that 24% of the City's Fleet is considered "green." Hybrid police vehicles will go into service this week.

Rich Iverson, Fleet Support Manager, stated that the City has been very happy with the five snow plow trucks running on 100% biodiesel. He stated that the City has used approximately 2,000 gallons of biodiesel since December 17. Mr. Iverson described how the snow plow trucks are equipped with systems that will allow them to run on 100% biodiesel.

Director Mellies explained that choices for hybrid and electric vehicles are expanding. There are some challenges: sedans are being phased out and there are fewer options for E85 vehicles. They will continue to collect data on biodiesel use.

Council Member Gartin asked if there had been any thoughts to the City sharing with others the success that it has had with biodiesel. Mr. Iverson said that staff from Fleet Services will be attending the ECO fair to share its story. Representatives from REG and Optimus will be also present. The Department will be creating a video on the process and its success and will make it available to other cities.

Facilities. Director Mellies stated that they are working on purchases of furniture for several departments. The Department completed a Courthouse Security Plan with Story County and the State of Iowa. They plan to build off that Plan for a City Hall Safety and Security Plan. The ACCESS control (keycard system) will be installed in City Hall in 2020. The project also includes systems for the Fire Stations and Electric. New flooring is planned for Police, and work will be done on the Auditorium HVAC.

At the inquiry of Mayor Haila, Mr. Mellies explained that the \$46,522 budgeted in the 2019/20 Adjusted Budget is to pay for special Department remodeling projects.

Planning. Planning and Housing Director Kelly Diekmann provided an overview of Planning Services, which includes Current Planning, Long-Range Planning, and Administrative Services (shared with the Public Works and Fire Departments). A pie chart was shown indicating how much time is spent on Planning activities in eight different categories. There were fewer Subdivision and Zoning Board of Adjustment cases, which allowed staff time to work on the Comprehensive Plan (Ames 2040).

Under Current Planning, there were fewer Site Development Plan applications, primarily due to fewer apartment projects. According to Director Diekmann, this reflects a more typical balance of commercial, industrial, and apartments. It was noted that 2019 saw the fewest single-family homes built in the past seven years. Council Member Beatty-Hansen commented that she felt that was market-driven. Mr. Diekmann agreed, stating that it was dependent on the decision of the developer on what to build. Commercial projects moved forward for Downtown Fareway, Friedrich Iowa Realty, several hotels, North Grand Mall outlots, and K-Mart site redevelopment.

Housing development pace slowed overall. There was no new land rezoned for single-family development. There were no new apartment complexes.

Director Diekmann named the major initiatives of the Long-Range Planning Program: Ames Plan 2040 - Draft Plan and Public Outreach in Summer 2020, completed Campustown workshops on plazas and parking, Guest Lodging Ordinance completed, and 28 Council Referrals were addressed. Major upcoming priorities were listed as the Ames Plan 2040, new Council goals, Downtown Sub-Area Planning, and the Downtown Gateway Area project.

Regarding Administrative Services, staffing is going to be maintained at five positions. The new interface with customer service portal for Inspections customers has worked well.

City-Wide Affordable Housing. Vanessa Baker-Latimer, Housing Coordinator, reviewed the City Council’s goals of providing more affordable housing. She reviewed the activities that the City-Wide Housing Programs covered in FY 2019/20. Ms. Baker-Latimer also noted the activities that will be undertaken in 2020/21. Due to HOME funding, only 5% of the Housing Coordinator’s salary will be expended from the Program.

Community Development Block Grant. Ms. Baker-Latimer advised that the City received its 16th allocation of CDBG funding for 2019/20. Activities being undertaken for 2019/20 and the anticipated ones for 2020/21 were reviewed. The City has not yet been notified as to the amount of its allocation of funding for 2020/21, For budgeting purposes, the 2019/20 CDBG allocation of \$581,207 is being projected. Staff will be conducting public forums in February and bring back feedback to City Council for final review and consideration. The Annual Action Plan is to be submitted to the Department of Housing and Urban Development on or before May 17, 2020, if funding has been announced.

HOME Program. It was noted by Ms. Baker-Latimer that the City received its second allocation of HOME funds. The FY 2020/21 allocation has not yet been announced; however, for budgeting purposes, the same amount as last year’s allocation is being projected.

Ms. Baker-Latimer advised that HOME requires at 25% local match contribution. She noted that the City has allocated an amount from General Obligation Bonds for that match. Eligible uses of HOME funds include tenant-based rental assistance, housing rehabilitation, assistance to homebuyers, and new construction of housing. HOME funds may also be used for site acquisition, site improvements, demolition, relocation, and other necessary activities related to development of non-luxury housing. It was specifically noted by Ms. Baker-Latimer that HOME funds will be utilized to support the City Council’s goal of addressing affordable housing needs in the community. The planned activities for 2019/20 and proposed activities for 2020/21 were highlighted.

DISPOSITIONS OF COMMUNICATIONS TO COUNCIL: None.

COMMENTS: Council Member Betcher commented that there were several things for the Council to think about to celebrate “oddities” of the Ames community, specifically noting the 30-year record of compliance at the Water Plant.

Pertaining to Ames Plan 2040, City Manager Schainker asked for the Council to provide clarity as to its direction given on growth priority areas. The motion was to grow in the south and west; however, it needed to be clarified as to what was meant by “west.” It was decided to add clarifying the motion to the next Regular City Council meeting agenda.

ADJOURNMENT: Moved by Corrieri to adjourn at 7:55 p.m.

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FY 2020/21 BUDGET PROPOSALS:

Parks & Recreation. Director Keith Abraham explained the increases in staffing for 2019/20 and 2020/21.

Major Department projects will include a City-Wide Survey, Americans with Disabilities Act (ADA) Inventory and Transition Plan, Miracle Park, and Indoor Aquatic Center. The Survey is intended to gather public feedback on programs, parks, facilities, and services provided by the Department. Bringing the City's park facilities and amenities into compliance with the ADA will be a focus for several upcoming years. Staff continues to work with The Ames Foundation on the Miracle Park. The Foundation is continuing to raise funds and oversees the construction of the facility. Director Abraham noted that they are excited about the first youth and adult Miracle Leagues being formed hopefully by Fall 2020. Discussions have begun regarding a new indoor aquatic center and a consultant is expected to be hired to develop conceptual designs, capital cost projection, and operational expense projections.

Mr. Abraham briefed the Council on the very generous donations totaling \$90,000 that have been received from community members.

The FTE increases under the Instructional Programs and Athletic Programs are due to 35% of the Recreation Coordinator's time added to those Program. The FTE increase in Aquatics is due to 10% of the Recreation Coordinator's time being added and 5% of the Recreation Manager's time being reallocated to this Program.

Under Aquatics, Director Abraham stated that an end-of-season pass was added in Summer 2019 to be valid August 1 - September 2 and was very successful. At the inquiry of Mayor Haila, Mr. Abraham advised that staff is exploring options as to how swim lessons and other aquatic activities will be accommodated with the demolition of the Municipal Pool in FY 2021/22.

The Council was informed of some of the issues affecting the FY 2019/20 and 2020/21 budgets for the Community Center, Auditorium, and Bandshell. The FTE increase is due to 10% of Recreation Coordinator's time added to this Program. Several of the biggest users of the Auditorium were listed.

It was noted that the purchase of cameras around known homeless camps may be able to be purchased if approved as part of the 2019/20 Adjusted Budget. Mr. Abraham showed pictures of the amount of junk and debris that City staff has had to clean up at homeless camps. Council Member Gartin stated that he didn't really care about the amount of trash that needed to be cleaned up from homeless camps. He wanted the Council to focus on helping the people who are homeless. City Manager Steve Schainker reminded the Council members that they had provided very clear direction to clean up the homeless camps after the tragic death of an Iowa State student who had allegedly

been murdered by a homeless person living in a camp near the River by Coldwater Golf Links.

Highlights of the Wellness Program were given. New fitness classes offered in FY 2019/20 were named. The FTE increase is due to 10% of Recreation Coordinator's time being added to this Program.

Mr. Abraham advised that the FY 2019/20 budget includes \$14,000 for conceptual design services for expansion and partial remodeling of the Ice Arena. The study will focus on additional locker rooms and storage space. Iowa State University is paying half of the cost of the study. The FY 2020/21 budget reflects a 5% increase in ice rental rates to offset the increase in expenses. The FTE increase is due to adding a 3/4-time Ice Arena Coordinator and reallocating a Recreation Manager's time to other funds.

Regarding Homewood Golf Course, Director Abraham advised that design of the new clubhouse is completed, and construction bids will be received in February 2020 with the goal of opening the new clubhouse in April 2021. In anticipating of the new clubhouse opening in 2021, management is developing rental procedures and fees for use of the community room. It was noted that the FY 2020/21 budget doesn't include any revenues or expenses for the new clubhouse being operated year-round. The FTE increase is due to 25% of the Recreation Manager's time being reallocated to this program.

Under Park Maintenance, The FY 2020/21 budget includes funds for the removal of invasive vegetation at Ada Hayden Heritage Park, conversion of park shelter lighting and controls, installation of a park sign at Christopher Gartner Park, replacement grills, additional trash receptacles, and electrical improvements for equipment used for the Mosquito Control program. Mr. Abraham advised that over 1,300 Iowa State University (ISU) Greek Community students participated in brush removal, landscape cleanup, and garbage pickup at the Furman Aquatic Center, Moore Memorial, Brookside, Stuart Smith, and Gateway Hills Parks as part of the 2019 ISU Homecoming. It was also noted that staff continues to implement the 20-year Emerald Ash Borer (EA.) Response Plan in the park system.

Pertaining to Cemetery Operations, Director Abraham advised that the budgeted revenue for FY 2020/21 reflects a 7% increase; staff will be presenting fee increases to City Council in the coming months. Staff worked with volunteers and the Ames Historical Society to complete and install an interpretive sign highlighting the history of the Ames Municipal Cemetery. Staff installed a stamped concrete pad and benches. Staff worked with the United States Military and a local funeral home for the final burial of Army Corporal Ralph Bennett, who died in World War II, and his remains were recently discovered, and Corporal Bennett was brought back to Ames for burial.

Right-of-Way Management. Under right-of-way management, staff is addressing hazardous trees, pruning new and old trees, and planting new trees. An update to the Emerald Ash Borer Response Plan. Currently in Year Six of the Plan, staff has been removing trees at an accelerated rate and has already removed 490 of 500 Ash trees.

Electric Services. Donald Kom, Director of Electric Services, highlighted the operations budgets for each division (Other Community Protection, Administration, Production, Fuel Purchases, Distribution, Technical Services, and Engineering). The total budget request for FY 2020/21 equates to \$59,507,515 and reflects a 1.2% increase over FY 2019/20.

Other Community Protection accounts for the electricity used to operate the City's street lights and

storm warning system. This budget will see an increase of 5.2% from the FY 2018/19 Adopted due to additional street lights being installed in new subdivisions. Funds have been budgeted (from the General Fund) for a new siren in the new industrial park east of Interstate 35 in FY 2018/19 and a second siren will be installed in FY 2019/20 to support growth in the Iowa State Research Park area.

The Electric Administration budget will see a 9.6% increase from the FY 2019/20 Adopted. Expenditures are up due to work required on the building's HVAC system and NERC dues. At the end of December 2019, 75% of "SunSmart Ames," a new solar farm, had been spoken for. The Department will participate in the Eco Fair on April 25. Information was provided about a new outreach program, *Eco Chats*. Electric System peak usages remain stable; energy usage was up only by 0.5%.

Mr. Kom emphasized that the Demand Side Management program has played a significant role in reducing peak; that program began in 2007. This program budget will see a 10.8% decrease. Demand Side Management programs used by customers reduced summer peak by nearly 2 megawatts. Electric Services continues to evaluate methods to better support residential solar installations. Staff is exploring possible methods to encourage greater adaption of geothermal heat pumps as an alternative to traditional heating and cooling equipment.

Regarding the Electric Production program, the total budget will increase by 5.1%. As of January 1, 2020, the Power Plant has operated for 1,005 days without a lost-time accident, which is very impressive for the industry. This year, staff instituted an internship program in the Power Plant in partnership with Iowa State University. Director Kom stated that the electric peak occurred on July 19 at 128.8 MW. The all-time peak occurred on July 25, 2012, at 130.7 MW.

Fuel/Purchased Power is the largest of all the program budgets with estimated total expenditures of \$36,381,140 for FY 2020/21. That is a 0.8% decrease from FY 2019/20 Adopted Budget resulting from a decrease in natural gas prices, which more than offsets other cost increases. Fuel (natural gas) accounts for more than 48% of the Fuel and Purchased Power budget; market energy purchases, 26%; and wind, 16%.

Electric Distribution Operations/Maintenance is the division responsible for tree trimming, which continues to constitute a large expense; its budget will increase 4.8% from FY 2019/20 Adopted. In response to a challenge to fill line worker positions, two apprentice positions were created in previous years. Staff is now using a recruiting firm to assist with filling other vacant positions. The increase in contractual expenditures is to purchase additional transformers and equipment for both replacement and new construction.

The budget for Electric Technical Services will see an increase of 4.9%. The one-year increase in the budget to replenish transformer oil supplies to normal levels will need to be extended to a second year as an unforeseen issue in the Top-O-Hollow tap changer required replacement of close to 400 gallons of the 500 gallons of transformer oil.

The Electric Engineering budget is up 3.9% from FY 2019/20 Adopted. Customer solar interconnections increased in 2019. There will be an upgrading of relays, controls, breaker and switchgear aimed at improving reliability; animal guarding continues. This Division manages CIP projects.

Director Kom advised that the estimated revenues equate to \$68,333,600 for FY 2020/21. Mr. Kom commented that, on average, City of Ames rates are 8% lower than neighboring utilities. It is

estimated that the ending 2020/21 fund balance of the Electric Utility will be \$28,534,718. After the minimum fund balance target is deducted, it will leave a unreserved fund balance of \$18,434,718.

Fire Department. Chief Rich Higgins stated that, under Fire Administration and Support, a Training Officer will soon be hired. The organization chart noting the two major functions: Fire Safety and Building Safety was shown. The four major programs of the Fire Department are Administration and Support, Suppression and Emergency Action, Prevention and Safety Education, and Building Safety.

According to Chief Higgins, there will be a 3.3% increase to the Fire Safety budget. That increase includes the cost of adding one firefighter to the Suppression and Emergency Response Division. That fire fighter will not be assigned to a permanent shift, but will be used as needed to fill short-term fire fighter vacancies across all three shifts.

The Fire Administration and Support Program will have an increase of 0.7%.

The Fire Suppression and Emergency Action Program. One new fire fighter position will be added. Slide Unit will be purchased to assist in fighting grass fires. It slides into the back of a pickup truck, which allows the vehicle to be parked off the roadway, which also protects the public and the fire fighters.

Chief Higgins emphasized the importance of strategically placed fire stations. He also highlighted the effectiveness of the Ames Fire Department's quick responses to calls. A chart showing the percentage of property saved was shown.

The number of incidents by type from 2012 to 2019 was explained. Medical Assists accounted for the greatest number of responses with false alarms being second. The Ames Fire Department responded to nearly 5,000 incidents last year.

Fire Prevention and Safety Education Division. Community outreach efforts were highlighted. One of the events was teaching how to use fire extinguishers.

Chief Higgins spoke on the importance of partnerships, noting specifically working with the Elks Lodge of Ames to install 83 carbon monoxide detectors in at-risk homes throughout Ames and with the American Red Cross to install 128 smoke detectors in 52 at-risk homes throughout Ames.

Building Safety. According to Chief Higgins, this Division budget will increase by 3.4%. There will be no Building Permit Fee increase. It was noted that lower revenues are expected for FY 2020/21. Rental fees will not see any increase for next fiscal year.

Chief Higgins described the self-service portal for Permits, which is now up and running. The total number of Permits issued by Inspections in 2018/19 was 3,546.

Examples of the community outreach efforts of the Fire Department and Inspections Division were given.

The meeting recessed at 7:18 p.m. and reconvened at 7:25 p.m.

Law Enforcement. Chief Chuck Cychosz said that a critical component of the mission of the Police Department is "Relationship Building and Problem Solving."

Under Police Administration and Records, Chief Cychosz highlighted the Department's technology partnerships in the Dispatch and Records System, radios, and FirstNet, which is designed to assist First Responders. Technology that is shared with local law enforcement agencies has allowed for cost savings as well as pooling of shared expertise. The new radio system and its costs are shared with the University and other Story County agencies. The long-term investment in technology has been critical to effective operations. The new system and its costs will be shared with the University and other Story County agencies.

Pertaining to Crime Prevention and Police Services, an additional Police Officer position has been added to the Patrol Division for FY 2020/21. Ongoing commitment to diversity and inclusion will include additional focused training. According to Chief Cychosz, contemporary training is crucial to the Department's effectiveness. A listing of diversity training taken was shown. Hybrid patrol units will be purchased in FY 2019/20 and 2020/21. Fuel reduction of \$5,000 per unit per year is projected and carbon dioxide is estimated to be reduced by 44,000 pounds. There are over 1,700 mental/emotional health calls/contacts per year. The Mental Health Advocate in the Department is filled with a three-quarter-time employee. There is increased utilization of the Mobile Crisis Response Team. The number of personal crimes from 2009 to 2019 showed an increase in assaults and sexual assaults. The number of domestic violence arrests has been flat over the past ten years. Council Member Gartin asked to have the numbers of personal crimes responded to Iowa State University folded in with the numbers from Ames Police Department. The number of noise, trespassing, and nuisance party calls was shown for the past ten years; noise complaints have gone down, trespassing calls have edged up a bit, and nuisance party calls have gone down slightly. It was specifically noted that there were 145 noise complaints due to fireworks in 2018. In 2019, there were 189 calls for fireworks. A chart showing the trends in property crimes from 2009 to 2019 was shown. Thefts and burglaries are trending down; however, financial crimes have increased. Examples of scams and fraud that resulted in significant financial losses were given.

The number of accidents from 2014 through 2019. Property damage of \$6.2 million involving 3,294 vehicles was reported from 1,705 accidents in 2019. Chief Cychosz emphasized the importance of roadway improvements to facilitate safety.

At the question of Council Member Gartin, Chief Cychosz stated that there is a decline in opioid use; it is not gone, but it appears to have decreased. The Chief credited the Opioid Task Force for its work. However, according to Chief Cychosz, what is really affecting daily lives is the availability and use of methamphetamines. He noted the importance of local treatment centers.

Pertaining to the Communications - Emergency Medical Dispatch. Approximately 4,000 times a year, dispatchers provide medical assistance over the phone.

Under Parking Enforcement. Chief Cychosz advised that the continued direction from Council to perform education as well as enforcement in the neighborhoods south of the University has brought about better compliance. An increased parking fine for special events and game day violations was implemented in Fall 2019. Ironically, both categories of citations (illegal parking and meters) were down.

Animal Control. It was noted that the proposed budget includes a .45 FTE increase in the Animal Control Division. The existing part-time Animal Control Officer position is currently fewer than 20 hours/week. The increase will allow for 30 hours/week of enhanced coverage to handle duties, such as oversight of the dog park, to help ensure public and animal safety. It was noted that Animal Control Supervisor Ron Edwards is very committed to transparency. Chief Cychosz noted that a

Shelter Feasibility Study analyzed the cost of updating the existing facility verses building a new facility. The current facility often cannot meet the needs of the community. Funds are included in FY 2020/21 to further refine the options outlined in the study and determine the next steps.

DISPOSITIONS OF COMMUNICATIONS TO COUNCIL: None.

COUNCIL COMMENTS: *Ex officio* Member Devyn Leeson asked the Council members if March 4 would work for the Joint Meeting with Student Government.

Council Member Betcher noted the Electric Department’s number of days without a lost-time accident. She noted that that was yet another reason to celebrate.

ADJOURNMENT: Moved by Corrieri to adjourn the meeting at 8:31 p.m.

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

AMES, IOWA

FEBRUARY 6, 2020

The Ames City Council met in Special Session at 5:15 p.m. on February 6, 2020, in the Council Chambers in City Hall, 515 Clark Avenue, pursuant to law with Mayor John Haila presiding and the following Council members present: Bronwyn Beatty-Hansen, Gloria Betcher, Amber Corrieri, Tim Gartin, Rachel Junck, and David Martin. *Ex officio* Member Devyn Leeson was absent.

FY 2020/21 BUDGET PROPOSALS:

Transit System. Transit Director Barb Neal provided an overview of the budgets for the Transit System. The budget that was presented has been approved by the Transit Board.

Ms. Neal provided a summary of ridership from 2009/10 to the present. The projections for ridership from 2020/21 through 2024/25. CyRide is rated third in the nation for the most ridership per capita. Only two cities, one in New York and one in California, were ahead of Ames.

Decreased enrolment at Iowa State University and large, student-oriented apartment complexes within walking distance to the University are believed to have contributed to a 7% decline in ridership. It is a concern that declining ridership and lower University enrollment could threaten federal and state operating funds that are based on ridership and efficiencies. Secured grant funding will allow for the purchase of three new 40' buses, one new 60' articulated bus, and two battery electric buses, along with funding for major facility renovations. There has been successful deployment of new bus technology that includes Automatic Voice Annunciators and an upgraded Automatic Vehicle Location system. The combined system announces key bus stop locations for new Ames residents and assists disabled members of the community.

The overall CyRide budget will see a decrease of 1.1%, which will mean an increase of only 2.2% for the local funding partners. For the City, that will equate to an increase of \$45,924. The Transit Levy will equate to .63633/\$1,000 valuation.

Director Neal provided the following statistics for FY 2019:

1. There was an average of 31,684 daily riders

2. A total of 6,121,023 persons rode CyRide
3. Buses were driven an average of 5,484 miles daily
4. A total of 1,265,319 miles were driven

The budget for Fixed Route Service will see a reduction of 1.7% in 2020/21. CyRide will be working on a radio project to replace an obsolete radio system in order to make it compatible with City of Ames departments and Story County emergency management. Staff will continue to recommend modifications to the Transit Board to modify the new route structure to address needs identified by customers.

Ways that CyRide is becoming more energy-efficient in its vehicle purchases and efficient through technology were highlighted. Ms. Neal also noted the importance of customer service, passenger experience, and employee development to Transit operations. Regarding CyRide's workforce, the Council was told that there are 140 Transit drivers. In 2019, 42 drivers were hired.

Director Neal noted that CyRide currently contracts with the Heart of Iowa Regional Transit Agency (HIRTA) to provide Dial-a-Ride service through June 30, 2021. Dial-a-Ride has an average of 698 riders per year. Council Member Betcher noted that HIRTA's fare has increased. She questioned how that increase might impact Dial-a-Ride. Director Neal advised that Dial-a-Ride ridership has been trending down, so with HIRTA increasing its fares, it is believed that applications for CyRide's ADA service will continue to increase. She commented that HIRTA has hired an Outreach Coordinator in an attempt to reverse the trend of ridership decreases and to raise awareness of transit options in Story County.

City Council. Assistant City Manager Brian Phillips highlighted annual and special events that the Mayor and City Council had attended throughout 2019. Mr. Phillips announced that there will be some changes to the 4th of July Pancake Breakfast, most importantly, the location will be moved to Bandshell Park in 2020.

City Manager. Highlights of the major projects supported by the City Manager's Office were given. A great deal of support for Council initiatives and community events is provided by this Department. He noted that City Manager staff also provides major staff support to a number of larger projects and to six of the 18 Boards and Commissions. The Ames Community Institute is also staffed by the City Manager's Office. It was formed to address the needs of the City's increasingly diverse community. City Manager Schainker noted that the attendees of the Institute are often asked to serve as a focus group on prospective initiatives or program. Mr. Phillips brought the Council's attention to City Council Special Allocations specifically relating to Outside Funding Requests.

Moved by Betcher, seconded by Beatty-Hansen, requesting staff to provide the City Council a brief written report on the Story County Housing Trust, including where the first allocations have been spent and how the money will be spent in subsequent years.

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

City Clerk. Diane Voss, City Clerk, presented the City Clerk's Division budget. Many of the services provided by the City Clerk's Office were summarized. Major sources of revenue and the largest expenses were highlighted.

Public Relations. Susan Gwiasda, Public Relations Officer, updated the Council on the City's efforts on branding a positive City identity. She noted some of the tasks performed by the Public Relations Division, i.e., Press Releases, three newsletters, posting to and monitoring various forms

of social media, serving as the City's Web Master, public education and speaking engagements, organizing and attending recognition events, and administering the Resident Satisfaction Survey. Ms. Gwiasda highlighted the collaboration with the City's Print Shop, specifically noting the assistance of Courtney Hinders, who is a graphic designer in the City's Print Shop, to make professional publications. Ms. Gwiasda informed the Council what has been done and what is planned for the Claim Ames 2020 Campaign .

Media Production Services. Public Relations Officer Gwiasda noted that the Media Productions Services Coordinator position had been vacant for almost a year. It is hoped that the position will be filled soon. Ms. Gwiasda applauded the efforts of the dedicated part-time staff of Media Production Services, who have increased the City's video production and kept the Division running well.

Council Member Betcher asked what the City is doing to make its Web site more ADA accessible. Ms. Gwiasda explained that the City is making its pages more simple in an effort to be in compliant. Also, staff is hopeful that the City's Web service provider will address ADA compliance.

Legal Services. City Attorney Mark Lambert summarized the services provided by the Legal Department. He reviewed the main goals of the Department. One of the things that Mr. Lambert said he and his staff have worked hard on and consider a goal is accessibility; the attorneys work hard to make themselves accessible to all of their customers. The main duties and tasks performed by the City Attorney's Office were noted. City Attorney Lambert showed the Department's funding sources and how they are allocated. He also reviewed the budget allocations to four main items: Personal Services, Internal Services, Commodities, and Contractual.

Human Resources. Bethany Jorgenson presented the budget for the Department. Ms. Jorgenson stated that the Human Resources Department is fully staffed for the first time in five years. She noted that a Human Resources Information System will be selected to help create efficiencies within the Department.

Ms. Jorgenson noted that 180 recruitments were launched in 2018/19, and as of February 5, 2020, there had already been 111 recruitments. In 2018/2019, 3,408 applications for jobs were received. As of February 5, there had been 2,184 applications received.

Highlights were given of the employee training opportunities offered through the Employee Development Center and Power Hours. One thousand seventy-nine employees attended employee development training in the last year.

According to Ms. Jorgenson, a lot of focus has been given to diversity and inclusion through the past year. A Diversity and Inclusion Team has been created. It is comprised of nine members. There have been six meetings so far. Training opportunities offered on diversity and inclusion were listed.

Council Member Corrieri left the meeting at 7:21 p.m.

Under Employee and Labor Relations, Ms. Jorgenson advised that negotiations were successful with two bargaining units.

Risk Management. Director Jorgenson provided information on issues and factors affecting the FY 2019/20 and 2020/21 budgets. She noted that weather-related losses across the country forced property insurers to raise rates higher than originally expected. A City-wide Safety Team is being

established with the goal of improving the safety training program for City employees. Staff will take the life insurance and long-term disability insurance to market to ensure that the City is experiencing maximum value for those benefits. In addition staff is reviewing contracts for liability insurance and property insurance this fiscal year to determine if a bid process will benefit the City in the future.

Health Insurance Management. Human Resources Officer Krista Hammer noted that the service objective for this activity is to keep yearly health insurance rate increases below 10%. She reported that contribution rates for City departments, employees, and retirees are projected to increase 3.9% for FY 2020/21. Holding the increase to 3.9% in FY 2020/21 is expected to use a modest amount of the Health Insurance Fund's balance, but the Fund will retain a healthy balance with adequate coverage. Ms. Hammer explained the changes that will occur to the City's medical plans in FY 2020/21. She showed in what categories the expenditures had been made. The biggest expenses had occurred in medical claims (61%) and pharmacy claims (21%). Dental claims had accounted for 5% of the expenses.

Wellness & Health Care Initiatives. Andrea Cardenas, Health Promotion Coordinator, reviewed the initiatives for this activity. She described the programs that are offered to employees and family members to promote wellness. Ms. Cardenas emphasized the importance of raising awareness of mental health issues, which continue to be on the rise. She specifically highlighted the community campaign to reduce the stigma of mental illness. City Manager noted that the City emphasizes both physical and emotional safety for its employees.

Finance Services. Finance Director Duane Pitcher presented the budget for the Economic Development Program. He noted that TIF rebate pass-throughs for Barilla and Kingland are included in that Program. The Program provides local support for federal and state-sponsored economic development programs and administers and oversees all economic development programs. A portion of the City Manager (10%), City Attorney (5%), and Finance Director (16%) salaries are allocated to economic development activity.

Mr. Pitcher briefly covered the budgets and gave highlights for Financial Services, including Administration, Purchasing Services, Information Technology, Utility Customer Service, and Parking Violation Collection.

Council Member Beatty-Hansen left the meeting at 8:35 p.m.

Conclusion. City Manager Steve Schainker pointed out to the Council that Budget Officer Nancy Masteller had provided them a summary of the budget decisions that will need to be made at the Budget Wrap-Up session to be held on February 11, 2020. He reviewed what amendments to the FY 2019/20 Adjusted Budget would be needed as well as proposed amendments to the FY 2020/21 Budget. Supporting information for each of the items was also provided to the Council members.

ADJOURNMENT: Moved by Junck to adjourn at 8:37 p.m.

Diane R. Voss, City Clerk

John A. Haila, Mayor