



CLIVE CITY COUNCIL
AGENDA, REGULAR MEETING
8800 Hickman Road
February 27, 2025 6:00 PM

This meeting will be conducted in-person in the Clive Public Safety Center Training Room and virtually via Zoom platform. To participate virtually use the following link: <https://us06web.zoom.us/j/85910805012> - or call-in at: (312) 626-6799 - Meeting ID: 859 1080 5012

Call to Order/Roll Call/Pledge of Allegiance

Approval of the Agenda

Citizens Presentation

Clive supports the pillars of Character Counts!, endeavoring at all times to promote and model the principles of trustworthiness, respect, responsibility, fairness, caring and citizenship. In conducting our work, we expect that all participants will act in a respectful manner consistent with these principles.

Consent Items

1. City Manager Memo
2. City Manager Monthly Report - January 2025
3. Assistant City Manager Tech Services Monthly Report - January 2025
4. Administrative Services Monthly Report - January 2025
5. Community Development Monthly Report - January 2025
6. Fire Department Report - January 2025
7. Leisure Services Monthly Report - January 2025
8. Police Department Monthly Report - January 2025
9. Public Works Monthly Report - January 2025
10. Treasurer's Report - January 2025
11. Approve 02/13/2025 City Council Minutes
12. Bill List
13. Motion to Move the May 8, 2025 Regular City Council Meeting to May 1, 2025
14. Approve Retail Alcohol Sales License Renewal Application - Casey's - 2250 Woodlands Parkway
15. Approve Retail Alcohol Sales License Renewal Application - Hy-Vee Fast and Fresh
16. Approve Retail Alcohol Sales License Renewal Application - Fareway Stores #233 - 16035 Hickman Road

17. Approve Retail Alcohol Sales License Renewal Application - Club Car Restaurant - 13435 University Avenue
18. Approve Retail Alcohol Sales License Renewal Application - Clive Parks & Rec - 12385 Woodlands Parkway
19. Approve Pay Request #1 - Calhoun Burns & Associates - 2025 Bridge Maintenance Program - \$2,671.25
20. Approve Pay Request #2 - DCI Group - City Hall & Library Phase 1 Remodel Project - \$38,797.18
21. Approve Pay Request #10 – Stantec Consulting Services - Little Walnut Creek Restoration and Trail Construction - \$199,350.00
22. Approve Purchase - Douglas Parkway and Berkshire Parkway Intersection Signalization Project - Signal Poles and Mast Arms - CSLA Iowa - \$51,702.00
23. Approve Purchase - Ascendance Trucks Midwest - Dump Truck Purchase and Outfitting - \$213,893.00
24. Approve Quote - HVAC Improvements for Public Works Building Remodel - Baker Group - \$28,919.00
25. Approve Quote - New Windows for the Public Works Building Remodel - Architectural Glass & Glazing - \$ 23,787.00
26. Resolution Approving Purchase Agreement - 1411 NW 78th Street - \$275,500.00
27. Resolution Approving an Amendment to the Intergovernmental Agreement for the Promotion of Tourism and Convention Activities in the Greater Des Moines, Iowa Area
28. Resolution Approving Prairie Meadows Legacy Grant Application - Linnan Park Redesign Project - \$200,000.00
29. Resolutions approving FY25 Budget Transfers (listing in packet)
30. Resolution Setting Public Hearings (03/27/2024, 6:00 p.m.) - 2025A General Obligation Corporate Purpose Loan Agreements and to borrow money thereunder
31. Resolution Accepting Public Improvements - Amare Vita at Shadow Creek Plat 1
32. Resolution Approving Intergovernmental Agreement between Clive and Waukee - Alice's Road Phase 1A Improvement Project
33. Approve Pay Rate - Amanda Fielding - Crossing Guard - \$15.65/Hr - Effective 3/3/2025
34. Resolution Approving to Amend All Job Descriptions and for Various Full-time, Part-time, and Seasonal Positions.

Action Items

1. Public Hearing - Alice's Road Reconstruction Project - Phase 1A - Property Acquisitions
2. Public Hearing - Forest Ave Water Main Replacement
 - a. Resolution Approving Plans and Specs
 - b. Receipt of Bids
 - c. Resolution Awarding Contract - Absolute Group - \$388,066.50

3. FY 2025-26 Budget Workshop #2 - Trust & Agency and General Fund
 - a. Resolution Setting Proposed Property Tax Hearing (03/27/2025, 5:30 p.m.) - for the FY25/26 Budget

Correspondence

1. Correspondence Regarding BRAVO Partnership Appreciation

Reports

Adjournment



Memo

TO: Mayor and Council members
FROM: Matt McQuillen, City Manager
DATE: February 27, 2025
RE: City Manager Memo

SYNOPSIS:

Attached please find the City Manager's Memo for the February 27, 2025 meeting of the Clive City Council.

Attachments:

1. General Info Memo 2-27-25

MEMO

To: Mayor Edwards and Clive City Council

From: City Manager Matt McQuillen

Date: February 24, 2025

Re: General Information Memo – February 27, 2025 City Council Meeting

The February 27, 2025, City Council meeting will be in-person in the training room at the Clive Public Safety Center & virtually at: <https://us06web.zoom.us/j/85910805012>

Consent Agenda – A few items to note on the consent idea. First, due to the Greater Des Moines Partnership DC Trip from May 7-9 staff is recommending moving the regularly scheduled City Council meeting from May 8 up one week to May 1 to accommodate the travel of elected officials on that trip. Second, staff continue to work on single family residential purchases associated with the Flood Prone Property Buyout Program and have another purchase ready on NW 78th Street. Third, the City of Norwalk has requested to officially join the 28E agreement for the Greater Des Moines Convention & Visitors Bureau/Catch Des Moines. The amended 28E agreement is included in the consent agenda for approval.

Fourth, staff and bond counsel are ready to set the public hearing for consideration of the 2025A Bond issue to fund the City's capital improvement program for this year. Finally, following approval of a construction contract for Alice's Road Phase 1A Improvement Project at the last meeting, a 28E agreement with the City of Waukee has been created to reflect the funding split for the project with 51.5% to Clive and 48.5% to Waukee, with Clive serving as the lead agency for the construction contract.

Public Hearing: Alice's Road Property Acquisition – A public hearing is being continued from the February 13 meeting for consideration of a resolution to authorize the use of eminent domain for easement and ROW acquisition associated with the Alice's Road Reconstruction Phase 1A Project. Staff are happy to report all necessary acquisitions have been agreed to by the property owners and therefore eminent domain will not be needed for any Phase 1A project acquisitions. Staff recommend closing the public hearing with no consideration needed of the eminent domain resolution.

Public Hearing: Forest Ave Water Main Replacement – A public hearing is set for the consideration of bids received for the Forest Ave Water Main Replacement Project. This is for water main replacement along Forest Ave just west of Indian Hills Junior High. On February 18 the City received three bids for the project with Absolute Group being the apparent low bidder at \$388,065.50. Absolute's bid is 29% above the engineer's estimate of \$300,220 for this project. Staff reviewed the bids received and feel the small size of this water replacement project and the narrow timeframe for completion (being mindful of the school year with Indian Hills School nearby) resulted in the higher bids received. Staff still feel this replacement work is needed and a rebid will not result in lower bids. Therefore, staff would recommend an award to Absolute Group for the Forest Ave Water Main Replacement Project in the amount of \$388,066.50.

Presentation: Budget Workshop #2 – The City Manager is ready to present the final component of the proposed FY 25-26 Operating Budget for your consideration and feedback. Included in the packet are memos, appendices and a presentation outlining the proposed budget for the General and Trust & Agency Funds. The City Manager looks forward to your discussion and direction on the proposed FY 25-26 Budget.

Tentative Upcoming Agenda Items

March 13

- Public Hearing – Little Walnut Creek Trail Reconstruction Project – East of Alice's Road
- Public Hearing – 2025 Residential PCC Pavement Rehabilitation Project
- Action – Police Union/Teamsters 238 Collective Bargaining Agreement
- Action – Linnan Park Site Plan Consideration
 - Followed by Resolution setting Public Hearing for consideration of bids in April for Linnan Park Reconstruction Project

March 27 (Budget Public Meeting starting at 5:30 PM, Regular Council Meeting starting at 6:00 PM)

- Presentation/Proclamation – Westcom Annual Update/Telecommunicator's Week
- Public Hearing – 2025A GO Bond Loan Agreements
- Action – Set Public Hearing for Consideration of FY 25-26 Operating Budget
- Action – Commercial Stormwater ERU Policy Statement
- Action – Clive Communications Policy



Memo

TO: Mayor and Council members

FROM: Matt McQuillen, City Manager

DATE: February 27, 2025

RE: City Manager Monthly Report - January 2025

SYNOPSIS:

Attached please find the City Manager's monthly report for January 2025.

Attachments:

1. CM Report 2-27-25

MEMO

To: Mayor Edwards and Clive City Council

From: City Manager Matt McQuillen

Date: 2/24/25

Re: City Manager’s Report – January 2025

City Manager Expenditure Authorization Report (Up to \$25,000 Per Item)

<u>Consultant/Entity</u>	<u>Amount</u>	<u>Date</u>	<u>Services To Be Provided</u>

Clive Plan 2024-2029-2039

Not Started is Shown in Red In Progress is Shown in Blue Completed is Shown in Green

Policy Agenda Items – Top Priority

Comprehensive Financial Policy and Strategy/CEP Financial Adjustment – The budget development process is underway with the adoption of the annual Capital Improvements Plan update occurring back in December. The City Manager has completed the proposed FY 25-26 Operating Budget for City Council consideration during the February budget workshops. In December staff brought forward the purchase agreement for the Fire Engine replacement utilizing current fiscal year cash reserves for the purchase and will have a budget transfer to set aside the funds for this purchase while the City awaits apparatus delivery.

Clive’s Regional Role: Discussion and Framework for the Future – Over the past few months discussions have continued with entities such as DART, the Greater Des Moines Partnership and others on the value add they are providing to Clive for the City resources that are deployed to these entities. In November and December, the City Manager engaged with the Council on these various relationships to seek your overall direction on Clive’s role and position within the regional dialogue and membership with these entities. In January the City Manager continues these discussions, primarily focused on Catch Des Moines/CVB and Bravo Greater Des Moines, with his colleagues to develop potential modifications of those regional relationships more broadly across multiple metro area communities.

Financial “Dip” Plan – During the September 26 City Council meeting representatives from Public Financial Management (PFM) presented a scope of services outlining the various components for the City

to create a Financial “Dip” Plan for Clive to ensure the City has visibility to our financial future as the City reaches its built-out condition and manages the legislative changes from the Iowa Legislature. During the September 26 meeting PFM outlined the three main components of scope and the Council authorized the City to move forward with phase 1 of the work to develop a 10-year financial “base” case of the City’s current track on revenues and expenditures based on current service delivery and capital investment strategies. Staff and PFM kicked off these efforts in late January and the work will ramp up in February and March as the budget proposal for FY 25-26 is completed. Following the completion of phase 1, PFM and staff will report back to the Council on this work before seeking authorization to progress to phase 2 focused on the community comparison/benchmarking exercise.

Policy Agenda Items – High Priority

Harbach Center: Vision Concept and Operations – For this item elected officials and staff will continue engagement with the West Des Moines School District on the possibility of joint facilities going forward when the City needs to make major reinvestments in the Harbach Center. In November those discussions started with the first joint meeting of the City/School group, which included participation by Councilmembers McCoy and Mikkilineni, as well as the City Manager. The second meeting occurred on January 27. Also, staff will be tasked with reporting on the condition of the Harbach Center building and the success of the programming/building utilization in Spring 2025.

Policy Agenda Items – Moderate Priority

State Agenda Advocacy and Lobbying A. West Metro B. IaCMA – Work has started on this item with the Assistant City Manager coordinating with staff of the West DSM Metro communities on how we can coordinate on legislative strategy and storytelling to our communities and state legislators. In January as directed by the Metro Advisory Council (MAC), work continued developing communications showing common sense partnerships metro cities are already doing, along with showing the impact of services being reduced/ending due to property tax limitations. In addition, the group wants to work on developing a model taxpayer statement/receipt showing what your City tax dollar goes to in each community. The taxpayer receipt idea has advanced up to the state level with the Iowa League of Cities evaluating a potential larger partnership with the software developer for a specific type of receipt.

The City Manager is co-chairing the new Iowa City/County Managers Association (IaCMA) Legislative Affairs Committee to strategize on how cities can work better together and build coalitions with other organizations throughout the state on the value cities bring with the resources we deploy in our communities to help the state’s economy. In January, meetings were held with the Iowa League of Cities and other IaCMA members to coordinate approaches, analysis and strategy on property tax reform as the legislative session continues. We are anticipating a series of property tax proposals to be circulated by the legislature in the coming weeks.

Policy Agenda Items – Low Priority

86th Street Neighborhood Plan/Activation – Staff continues activation efforts in the 86th Street Neighborhood with short-term focus on establishing a joint City/WDM Schools Group made up of two elected officials for each entity along with the School Superintendent and City Manager. The goal is to grow the relationship and implement joint communication efforts between the two entities specifically focused on



the 86th Street Neighborhood/Crestview School. The first of these joint communications/newsletters was set to be distributed in mid-February. In addition, staff received Bravo grant support for a public art mural project at the Harbach Center and are currently working on a Call to Artists for this project. Finally, engagement continued in January with the dominant apartment building owner in the neighborhood on partnership opportunities, including the securing of easements needed for the reconstruction of Linnan Park. Staff have also engaged that apartment owner in regards to the evaluation of the rental housing program.

Service Collaboration Strategy and Actions Plan – For this action, the City Manager's Office will work with departments in the spring as a part of the "Dip" Study work to identify potential service collaborations we have yet to pursue with surrounding city jurisdictions. Work on this item has not started yet.

Management Agenda Items – Top Priority

City Hall/Library Security Remodel – The design and cost estimates for the project were presented during the September 12 City Council meeting with the Council providing direction to proceed with Phase 1 of the remodel for the entire upper level of the building. In December, the City Council held a public hearing to consider bids for the phase 1 renovations and construction contracts for Phase 1 were awarded. Also in December, the Leisure Services and Technology Services teams previously housed in the upper level of the building moved over to the Harbach Center during construction and the Library had a brief closure in late December and then the "front of house" was reopened in early January. Demolition of Phase 1 is complete, and construction is projected to be completed by July with the City Council utilizing the training room at CSPC as the temporary City Council Chambers.

Management Agenda Items – High Priority

Westcom New Dispatch Facility – Earlier this year Westcom identified the need for future facility needs associated with the growth of the dispatch staff as the six cities supported by Westcom continue to grow. Initially it was projected that an Owner's Representative would be hired to advise the Westcom communities on the best processes to identify space needs and evaluate potential facility strategies to accommodate the growth. At this point these activities have been put on hold pending additional discussions at the Iowa Legislature regarding property tax reforms as property tax is the primary funding mechanism of Westcom from the member community contributions.

Management In Progress Items

Executive Team: Transitions/Relationships –The Executive Team is always working on relationship building amongst each other and with the newer members. Some specific recent work included a webinar series the Team went through focusing on how we have conversations with each other. In addition, the City Manager held a group retreat in mid-January to continue the development of relationships amongst the Executive Team members.



Memo

TO: Mayor and Council members

FROM: Pete De Kock, Assistant City Manager

DATE: February 27, 2025

RE: Assistant City Manager Tech Services Monthly Report - January 2025

SYNOPSIS:

Assistant City Manager Tech Services Monthly Report - January 2025

Attachments:

1. January 2025 ACM and Tech Services Report

Assistant City Manager and Tech Services Monthly Report

Target	Milestones	Orig	Rev	Lead	Status	Notes
Leisure Services Sign-Up System: Direction, Funding and Implementation	Recommence research on possible platforms	Oct-24	Oct-24	ACM/LS	Done	
	Identify the preferred platform	Nov-24	Nov-24	ACM/LS	In Progress	
	Prepare request for FY 25-26 Budget	Dec-24	Dec-24	ACM/LS	Done	
	Budget workshop: FY 25/26	Feb-25	Feb-25	ACM/LS	Not Started	
	CC Decision: FY 25/26 Budget Adoption	Apr-25	Apr-25	ACM/LS	Not Started	
	Platform purchase	Jul-25	Jul-25	ACM/LS	Not Started	
	Project kickoff	Aug-25	Aug-25	ACM/LS	Not Started	
	Implementation completed	Mar-26	Mar-26	ACM/LS	Not Started	
Grant Funding Strategy: Update, Direction and City Actions	Research and submit grant applications w/ priorities	Ongoing	Ongoing	ACM	Done	
	During CIP process, identify out year grant projects	Oct-24	Oct-24	ACM	Done	
	Research options for adding grant-writing capacity	Nov-24	Nov-24	ACM	Done	
	Prepare budget proposal if needed for grant writing	Dec-24	Dec-24	ACM	Done	
	Budget workshop: FY 25/26	Feb-25	Feb-25	ACM	Not Started	
	CC Decision: FY 25/26 Budget Adoption	Apr-25	Apr-25	ACM	Not Started	
	If needed, prepare RFP for grant writing services	May-25	May-25	ACM	Not Started	
	Grant writing services begin	Jul-25	Jul-25	ACM	Not Started	
Major Streets/Crosswalks/More Walkable: Goals, Best Practices, Report w/ Options	Establish and communicate trail detours for Hickman	Sep-24	Sep-24	ACM	Done	Detour in place 10/2
	Install and maintain appropriate detour signage	Sep-24	Sep-24	ACM	Done	
	Research best practices in coordination w/ MPO	Mar-25	Mar-25	ACM	In Progress	
	Identify Key crossings throughout Clive	Apr-25	Apr-25	ACM	In Progress	
	CC Presentation: Best Practices and Opportunities	May-25	May-25	ACM	Not Started	
	Potential federal grant applications through MPO	Ongoing	Ongoing	ACM	In Progress	

Assistant City Manager and Tech Services Monthly Report

	Prepare potential FY 26/27 Budget Requests	Dec-25	Dec-25	ACM	Not Started	
State Agenda Advocacy and Lobbying: Goals, Key Issues, Direction and City Actions A. West Metro B. laCMA	A. Coordinate common legislative priorities	Nov-24	Nov-24	CMO	Done	
	A. CC Decision: Western Cities Adoption of Priorities	Dec-24	Dec-24	CMO	Done	
	A. Create common storytelling assets for Westside	Ongoing	Ongoing	CMO	Done	
	A. Execute westside legislative breakfast or alt event	Jan-25	Jan-25	CMO	Cancelled	
	B. Initiate laCMA Legislative Affairs Meetings	Aug-24	Aug-24	CMO	Done	
	B. Participate in interviews for ILOC Gov't Affairs Dir	Sep-24	Sep-24	CMO	Done	
	B. Identify a top ten list of entities to build coalition	Nov-24	Nov-24	CMO	Done	
	B. Survey laCMA Membership on role of CMS in legis	Dec-24	Dec-24	CMO	Done	
	B. Support ILOC with tech support and eval of bills	Ongoing	Ongoing	CMO	In Progress	
	B. laCMA member dialouge on the work at IMMI	Mar-25	Mar-25	CMO	Not Started	
GIS Tech New Position: Direction and Funding	Complete business case for adding position	Nov-24	Nov-24	ACM	Done	
	Budget proposal for position	Dec-24	Dec-24	ACM	Done	
	Budget workshop: FY 25-26 Budget	Feb-25	Feb-25	ACM	Cancelled	Position will not be included In proposed FY25/26 budget
	CC Decision: FY 25-26 Budget	Apr-25	Apr-25	ACM	Cancelled	
	Create a job description	Apr-25	Apr-25	ACM	Done	
	Promote position and build candidate pool	May-25	May-25	ACM	Cancelled	
	Hire and start date	Jul-25	Jul-25	ACM	Cancelled	
City Texting Platform to Disseminate Info to Clive Residents, Businesses and Others: Implementation	Select preferred platform, purchase	Sep-24	Sep-24	ACM	Done	Citibot selected as platform
	Platform buildout	Nov-24	Dec-24	ACM	Done	
	Execute first phase opt-in campaign ahead of winter	Dec-24	Dec-24	ACM	Done	
	Continue executing opt-in campaign	Ongoing	Ongoing	ACM	Done	
	CC Decision: Manual Amendment PSA w/ consult	Sep-24	Oct-24	ACM	Done	

Assistant City Manager and Tech Services Monthly Report

Water Resources Master Plan Implementation: Next Steps	Decision on stormwater mgmt standards for streets	Nov-24	Feb-25	ACM	In Progress	
	Complete manual amendment drafting	Nov-24	Feb-25	ACM	In Progress	
	CC Decision: Manual Updates Approval	Jan-25	Mar-25	ACM	Not Started	
	State of Clive Water presentation	Jan-25	Dec-24	ACM	Done	
	Execute WQI projects along Little Walnut Creek	Apr-25	Apr-25	ACM	In Progress	
	Execute second annual tree sale	May-25	May-25	ACM	In Progress	
	Execute second year of SWAP program	Ongoing	Ongoing	ACM	In Progress	
	Execute 4th year of SQR program	Sep-25	Sep-25	ACM	Not Started	
Dallas County Referendum - Public Education Campaign: Development/Info		Sep-24	Sep-24	ACM	Done	
City-State Legislative Agenda 2025: Approval		Dec-24	Dec-24	ACM	Done	
Annual Community Engagement Plan		Jan-25	Jan-25	ACM	Done	
Development Review Process Improvement - Multi-Dept, Facilitated by ACM		Feb-25	Feb-25	ACM	In Progress	
City-Federal Legislative Agenda 2025: Approval		May-25	May-25	ACM	Not Started	
Clive's Various e-Newsletters Standardization and Monthly Newsletter		May-25	May-25	ACM	In Progress	
Clark Street Pilot Green Infrastructure Evaluation After Action Report		Oct-24	Dec-24	ACM	In Progress	
State/Federal Lobbying and Grants for 86th Corridor Projects		Ongoing	Ongoing	ACM	In Progress	
Clive Historical Society Assets Transfer and "Mothball" Facility: Completion		Dec-24	Feb-24	ACM	In Progress	
Greenbelt Trail Education Campaign: Safety and Etiquette		May-25	May-25	ACM	Not Started	
Greenbelt Landing Individual Donor (Goal: \$100,000)		Oct-25	Oct-25	ACM	In Progress	
Homeowner Education on Federal Energy Efficiency Grant Program: Campaign		Ongoing	Ongoing	ACM	Not Started	
Home Show Expo 2024 - Shadow Creek West		Sep-24	Sep-24	ACM	Done	

Monthly Highlights

- Meetings with state legislature delegation throughout the month
- Official launch of Greenie AI chatbot/digital assistant
- Westside chambers legislative breakfast on 1/10; Partnership legislative reception on 1/13
- Partnership annual dinner on 1/23

Assistant City Manager and Tech Services Monthly Report

- Dallas County Mayors luncheon and strategy session on 1/29

Technology Services Report – January 2025

Dennis Harken, TS/IT Manager, has prepared the following report for the activities of the Technology Services (TS) staff for the month of **January 2025**.

2024-2025 Approved Strategic Goals Status

Project	Status	Notes	Due	Completed
VLANS for Upgraded Wifi and Security Cameras at Public Works	In Progress	Part of a capital project for upgrades to the facility.	Mar 2025	
MIP – Process Improvements	In Progress		Ongoing	
MIP-Reg Qtrly Email Phishing Trng	Ongoing	Usually occurs 1 st month of a new quarter	Ongoing	
MIP-Westcom support – Fiber Ring Project	In Progress	Need to complete connection to Windsor Heights	Apr 2025	
MIP-Computer Replacements: Fire and Police	Done		Nov 2024	Nov 2024
MIP-Lucity asset management implementation: Parks	In Progress		Apr 2025	
MIP-Voice to Cloud implementation w/ RingCentral	Done	Migration from on-premise Mitel system	Nov 2024	Nov 2024
MIP-GIS Dept Future Planning	Not Started		Jun 2025	
MIP-Annual Security Penetration Testing	In Progress	Potential vendors are being vetted.	Mar 2025	
MIP-Disaster Recovery/Business Continuity of Operations Framework Documentation	Not Started		Mar 2025	
MIP-Backup Data Center Implementation	Done	COMPLETED – replication has begun	Dec 2024	Jan 2025
MIP-PW Facility WiFi network improvements	In Progress	Work has begun	Mar 2025	
MIP-Technology Subject Matter Experts (SME) Development	Not Started	Identify and document SME for various technology systems	Feb 2025	
MIP-GeoHub/Map Center Centralization	Not Started	Includes decommission of IMAp system	Mar 2025	
MIP-Assist w/ Library Circulation System to the Cloud	Not Started	Subject to FY25/26 funding approval in Mar 2025	Mar 2025	
MIP-GIS System Upgrade	Not Started	Includes a rebuild of integration of on-premises and cloud interconnections	May 2025	
MIP-Breach Reporting and Incident Response Updates	Not Started	Annual review and update of Incident Response Plan documentation	Jun 2025	

Metric #1 – Limit average outstanding Helpdesk tickets with medium or higher priority to 5 or less

- Average medium or higher outstanding tickets since the start of the fiscal year: **0.01%**

Metric #2 – Limit unplanned network interruptions to less than 0.5% of operations.

Assistant City Manager and Tech Services Monthly Report

- Percentage of unplanned interruption since the start of the fiscal year: **0.01%**

Metric #3 – Limit professional fee costs to 5% of the department budget or less.

- Percentage of professional fee costs since the start of the fiscal year: **4.64%**

2024-2025 Miscellaneous Technology Services Project Status

Project	Status	Notes	Due	Completed
Server Operating System Upgrades/ Maintenance	In Progress	Preemption, Sharefile, OOS, & Access Control svrs to Server 2022 as the opportunity arises.	Ongoing	
Additional cancellation of old copper analog POTS lines	In Progress		Ongoing	
Migration of City Hall staff to new network switch stack	In Progress	This also includes moving this staff to a new subnet architecture begun with the new CPSC facility.	Ongoing	
Assist CommDev with Citizen Serve project	Done		TBD	Jan 2025
Assist Public Works with Citizen Serve project	In Progress		TBD	
Preparation of Harbach Center spaces for staff relocation	Done	Network switch replacement to increase port capacity	Dec 2024	Dec 2024
Preparation of Tech Services temporary move to CPSC	Done	Storage space identified at CPSC to move Tech storage to CPSC	Dec 2024	Dec 2024
Replacement of domain controllers at City Hall	In Progress	NEW - Replacement of 1 physical and 1 virtual domain controller with a new physical domain controller.	Jan 2025	
Security Cameras for Public Works facility	In Progress	Cameras and hardware ordered	Apr 2025	
Firewall replacement at City Hall	Done	NEW - Replacement of aging firewall at City Hall. The new firewall will have redundancy.	Jan 2025	
Relocation of Mediacom router from main Library to City Hall server room	Done	NEW – relocation of the existing router to a new location in the server room due to renovation	Jan 2025	Jan 2025
Replacement of Harbach Tech Room computers	In Progress	These old desktops need to be replaced again. 2 done and 1 to go.	Mar 2025	

Conferences, Training, Meetings, & Other

- James Kuzhikandathil attended the virtual **FOG/CAD/POG Westcom** meeting on January 8th.
- James Kuzhikandathil attended the virtual **CISA** webinar **Incident Response Triage** on January 13th.
- James Kuzhikandathil attended the virtual **CISA** webinar **Understanding Indicators of Compromise** on January 22nd.
- Dennis Harken attended the virtual **Westcom Technology Work Group** on January 22nd.



Memo

TO: Mayor and Council members

FROM: Elizabeth Hansen, Director of Administrative Services

DATE: February 27, 2025

RE: Administrative Services Monthly Report - January 2025

SYNOPSIS:

Please see the attached report and supplemental materials.

Attachments:

1. 1-Monthly Report January 2025
2. 1-Admin Report Materials

MEMO

To: Mayor Edwards and Council Members
From: Elizabeth Hansen, Director of Administrative Services
Date: February 21, 2025
Re: Monthly Report – January 2025

Administrator Services Department

General Administration/Finance:

Utility Billing/Xpress Bill Pay (XBP):

- A. To date, 6,816 customers have set up online accounts on the Xpress Bill Pay system. Of those customers, 2,774 have selected the electronic billing feature. All utility customers have XBP accounts and 41% receive electronic statements. Since we reached the 35% goal, now the goal is to maintain that percentage and increase it even more. See specific marketing efforts below.
- B. 374 utility bill reminders were sent, and 35 customers were scheduled to be shut off this month.
- C. 235 work orders were processed – 5 for new construction so 230 were for other work.
- D. 81 warning tags were delivered/service shut offs for non-payment.

Permits/Licenses Purchased:

Permit/License	Quantity	Amount
Mobile Food Vendors	0	
Noise Permits	0	
Solicitor Permits	0	
Open Records Requests	0	
Pet Licenses	298	\$5,323.00
Parking Tickets	0	\$0
Yard Waste Stickers	0	\$0
Miscellaneous Waste Stickers	178	\$354.00

Commerce Bank Revenue Share Amount:

We received the December revenue share report. The City received \$32.41. This amount keeps going down due to the ACH pay program we are encouraging our vendors to use, which saves on staff time and resources.

Income Offset Program (IOP) – We received \$231.72 from State of Iowa for IOP in January. We also received \$417.35 from MCOA in January.

Human Resources:

A. During January, the NeoGov Insight/OHC system was used for PW Operations Specialist, Crossing Guard, PW Maintenance I, Aquatics Seasonal Positions, and Recreational Seasonal Positions. We have begun the hiring process for Aquatics and Recreational positions with 52 currently in Pre-Hire status. Below are the hiring and promotions for calendar years 2017 to the present:

B. Hires -

	2025	2024	2023	2022	2021	2020	2019	2018	2017
Full Time	0	14	22	14	15	16	15	9	4
Part-Time	0	10	7	22	10	1	7	9	7
Seasonal	0	159	159	132	130	73	130	151	133
Promotional	0	9	15	7	8	7	4	4	3

C. Separations –

	As of August 1, 2024 – July 31, 2025
Fire	2 PT - Other employment
Police	1 FT - Other employment, 2 FT – Medical, 1 PT - Other
Public Works	1 FT - Other employment, 1 FT – Retirement
Library	1 PT- Family, 1 FT Retirement
Parks	2 FT – Other employment
Recreation	
Administration	1 FT – Retirement, 1 FT Other Employment

D. Staff Events (4):

- Seasonal Onboarding Training
- On-Site Audiograms – 1/8/25 - to complete annual audiograms to evaluate hearing safety.

Departmental Projects – Strategic Planning:

Not Started **In Progress** **Completed**

City Clerk Division

2025 Partial Special Census - - Since August 2023, staff has been taking steps to conduct a partial special census in April of 2025. However. This has been put on hold for the time being due to the federal hiring freeze. Staff is now working with state officials and other cities to request an exception to this hiring freeze, as the cost of employing Census workers has already been funded with local (not federal) money. If an exception is not quickly granted, the City would then be in the position of likely needing to demand a refund of the \$391,208.00 that was paid to the Census Bureau.

Finance Division

New Utility Billing Rate Structure and Process Improvements – Commercial ERUs were updated and were also part of the June 2024 utility billing. During the implementation of the commercial ERU's staff noticed some irregularities in some of the accounts and have rectified



those with the customers affected. Staff will continue to audit and update as needed once the new ERU Policy is completed and approved by the City Council.

Utility Billing Payment Options –The city currently uses Express Bill Pay receipting utility revenue. The staff has expressed some frustration with the program and seeks a possible alternative. The list of possible replacements has already been narrowed down to four including Xpress Bill Pay to remain as our partner. Staff will proceed with demos in the coming months and would like to have a resolution before the end of the year. Staff has completed a comprehensive review of possible companies that included Xpress Bill Pay, Invoice Cloud, and Civic Systems (Zift). Staff will present a final proposal in the coming months.

Electronic Utility Bills Policy Discussion - This initiative is being led by the Finance Manager with the assistance of the GIS Coordinator and Community Development staff. Options have been presented to city leadership in January/February 2025.

Financial Audit FY 23-24 - Virtual fieldwork for the annual financial audit for the year ending 6/30/24 began the week of September 2 with Eide Bailly. The audit was approved by City Council on November 14, 2024.

FY 2025/2026 Budget – Staff kicked off the budget process in September and the first Budget Workshop is scheduled to occur in February 2025.

2024B/2025A Bond Sales - Staff met with PFM for the sale of bonds to fund the capital improvement projects for the 2024/25 construction season. We held our rating call this year with S&P and they determined a rate increase to AAA! The 2024B bonds have been sold to TD Securities and were received on November 14.

Capital Improvement Plan Update – The 2025-2029 CIP is underway with the finance team already meeting individually with project managers and overview meeting with all project managers and City Manager McQuillen. Staff presented the 2025-2029 CIP with the City Council on November 7. Council will be asked to set the public hearing on November 14 for December 12.

Human Resources Division

City Government at Build-Out Staffing Levels: Research, Comparative Analysis, Report with Findings, Options, Direction, and City Action Plan - The first step is to identify the proposed comparison cities, which was approved by the Council Personnel Committee in February 2024. Next, staff will send the communities a request for data. A draft report will be developed and presented to the Personnel Committee after the first of the new year.

City Training 24-25 Plan Development and Implementation – The human resources staff's goal is to coordinate a 12-month employee training and development plan. To meet the needs of the departments, in addition to staying compliant with state and federal law. The need for training was highlighted through employee surveys and Focus Group trends. Many employees are in new roles throughout the organization, and we are trying to get them the tools they need to succeed.

Citywide and Quarterly Supervisory Training - Staff held a city-wide training on October 30, November 4, and November 6 for all employees, supervisors, and managers. The focus this

quarter was on Bullying, Harassment, and also the Performance Check-In. Quarterly trainings will continue throughout the year.

Safety Training Program and Safety Committee Development with Incident Review – Four areas to be addressed by the Safety Committee are the organization-wide safety manual, electronic Safety Data Sheets, incident review, and a coordinated safety training program. Staff will be reviewing the Safety Committee’s mission statement before meeting again.

Employee Handbook Annual Update – Staff is continually reviewing policies to keep current and in compliance. Notes are made throughout the year and presented as updates each spring, which then is brought to the Council in June. As is the traditional process, changes will be reviewed by the Council Personnel Committee, Executive Team, and Employee Benefits Committee before they are presented for City Council approval.

Employee Benefits and Safety Fair: Conduct December 4th - The third annual Clive Employee Benefits and Safety Fair was held at the Clive Public Safety Center on Wednesday, December 4, 2024. Ten different vendors participated by setting up a booth and engaging approximately 70 of our employees.

Performance Evaluation Process Adjustments – Mid-Year Check-Ins will be completed in December; journal entries are encouraged throughout the year and staff has researched if improvements can be made and has prepared training on the 2025 performance evaluation process, which will be conducted in late March and early April.

Onboarding Seasonal Employees Process Improvements – HR and Payroll staff met to review all of the issues with Onboarding Seasonal employees from the past couple of years. A proposed task and timeline were proposed. Both the Administrative Services Department and Leisure Services Department will be meeting in December to discuss the tasks and responsibilities so that changes and improvements can be made to the process. HR staff also held a training session on NeoGov with Leisure Services staff in January.

Employee Committee Reorganization – Staff will review all of the mission statements and roles and responsibilities of all employee committees and prepare a recommendation for the City Manager and Council Personnel Committee to consider.

Cross-training UB/Deputy City Clerk/Comm Dev Front Desk – With the lower half of the City Hall Remodel Project placed into Phase II for construction in 2026, the cross-training of duties will be postponed as well.

Transition from TrueNorth to IGHCP – Staff is working with IGHCP to transition from TrueNorth and Workforce Junction to IGHCP “The Trust” and Employee Navigator. We have also been working with The Trust to make improvements to the employee benefit Guidebook. We have also scheduled Flex Savings Account Open Enrollment meetings for staff in November and preparing for that transition from Midwest Benefit to EBS.



Council Fiscal YTD Revenue Report
January 2025

Account Number	Account Title	2023-24 Pri Year Actual	2024-25 Approved Budget	Cur YTD Actual	Current YTD Uncollected Revenues	Budget % Collected
001-4000-0-0000-00	NON-PROGRAM GENERAL REVENUE	20,176,200	20,763,181	12,108,122	8,655,059	58.32%
001-4110-0-0000-00	POLICE DEPARTMENT	62,146	82,000	25,660	56,340	31.29%
001-4150-0-0000-00	FIRE PROTECTION	43,405	9,500	6,170	3,330	64.95%
001-4160-0-0000-00	RESCUE DEPARTMENT	747,854	650,500	393,314	257,186	60.46%
001-4190-0-0000-00	ANIMAL CONTROL	19,416	18,000	6,068	11,932	33.71%
001-4210-0-0000-00	ROADWAY MAINTENANCE	29,318	36,000	14,876	21,124	41.32%
001-4290-0-0000-00	SOLID WASTE COLLECT & DISPOSAL	1,200,373	1,193,682	708,743	484,939	59.37%
001-4410-0-0000-00	LIBRARY SERVICES	42,254	46,872	36,720	10,152	78.34%
001-4430-0-0000-00	PARKS & PLAYGROUNDS	30,836	42,000	9,555	32,445	22.75%
001-4440-0-0000-00	RECREATION	459,988	430,500	267,522	162,978	62.14%
001-4470-0-0000-00	PUBLIC ART PROGRAM	0	0	4,185	-4,185	0.00%
001-4499-0-0000-00	SWIMMING POOLS	689,773	737,700	224,763	512,937	30.47%
001-4530-0-0000-00	BUILDING & HOUSING SAFETY	70,297	100,000	56,970	43,030	56.97%
001-4540-0-0000-00	PLANNING & ZONING	620,645	348,500	337,225	11,275	96.76%
	GENERAL FUND	24,192,505	24,458,435	14,199,893	10,258,542	58.06%
					0	
110-4210-0-0000-00	ROADWAY MAINTENANCE	2,627,800	2,745,992	1,567,088	1,178,904	57.07%
					0	
121-4699-0-0000-00	LOSST	4,090,085	3,700,000	2,536,284	1,163,716	68.55%
					0	
600-4810-0-0000-00	WATER	6,674,868	5,747,014	4,656,222	1,090,792	81.02%
610-4815-0-0000-00	SANITARY SEWERS	3,923,205	3,741,388	2,442,857	1,298,531	65.29%
740-4865-0-0000-00	STORM SEWERS	1,794,659	1,931,970	1,076,251	855,719	55.71%
810-4930-0-0000-00	INTERNAL SERVICE-CAP EQUIP REP	1,613,872	1,532,060	139,327	1,392,733	9.09%
					0	
		44,916,992	43,856,859	26,617,922	17,238,937	60.69%

**Council Fiscal YTD Expense Report
January 2025**

Account Number	Account Title	2023-24 Pri Year Actual	2024-25 Approved Budget	Cur YTD Actual	Current YTD Unexpended	Budget % Used
001-5110-0000	POLICE DEPARTMENT	4,205,425	4,517,826	2,400,221	2,117,605	53.13%
001-5150-0000	FIRE PROTECTION	2,367,365	2,499,994	1,485,808	1,014,186	59.43%
001-5160-0000	RESCUE DEPARTMENT	1,964,011	2,180,152	1,310,877	869,275	60.13%
001-5180-0000	DISASTER CONTROL DEPARTMENT	12,392	16,515	89	16,426	0.54%
001-5190-0000	ANIMAL CONTROL	23,025	20,000	16,468	3,532	82.34%
001-5210-0000	PUBLIC WORKS ADMINISTRATION	633,792	652,699	367,503	285,196	56.31%
001-5230-0000	STREET LIGHTING	118,659	224,000	75,079	148,921	33.52%
001-5240-0000	TRAFFIC SAFETY DEPARTMENT	161,350	252,083	68,550	183,533	27.19%
001-5260-0000	ENGINEERING	917,061	985,015	535,071	449,944	54.32%
001-5290-0000	SOLID WASTE COLLECT & DISPOSAL	1,225,331	1,175,575	685,684	489,891	58.33%
001-5350-0000	MOSQUITO CONTROL DEPARTMENT	11,030	14,330	4,920	9,410	34.34%
001-5399-0000	WELLNESS PROGRAM	16,704	23,250	1,400	21,850	6.02%
001-5410-0000	LIBRARY SERVICES	1,008,143	1,085,025	594,442	490,583	54.79%
001-5420-0000	MUSEUMS & CENTERS	579,067	624,349	402,937	221,411	64.54%
001-5430-0000	PARKS & PLAYGROUNDS	1,576,640	1,749,392	989,964	759,428	56.59%
001-5440-0000	RECREATION	850,542	849,842	513,822	336,020	60.46%
001-5460-0000	RECREATION	149,307	286,728	110,538	176,190	38.55%
001-5470-0000	PUBLIC ART PROGRAM	9,251	-	2,879	-2,879	#DIV/0!
001-5499-0000	SWIMMING POOLS	815,432	852,007	489,881	362,126	57.50%
001-5530-0000	BUILDING & HOUSING SAFETY	340,263	395,075	206,846	188,229	52.36%
001-5540-0000	PLANNING & ZONING	535,838	607,009	334,688	272,321	55.14%
001-5550-0000	CODE ENFORCEMENT	104,566	112,118	63,550	48,568	56.68%
001-5609-0000	LEGISLATIVE (COUNCIL & MAYOR)	73,320	86,331	44,983	41,348	52.11%
001-5610-0000	EXEC. & ADM. (MGR, ASST MGR)	527,068	609,252	374,894	234,358	61.53%
001-5615-0000	HUMAN RESOURCES	379,078	405,938	223,366	182,572	55.02%
001-5620-0000	FINANCIAL ADMINISTRATION	3,258,112	3,149,083	3,175,325	-26,242	100.83%
001-5630-0000	ELECTIONS	6,805	-	-	0	0.00%
001-5640-0000	LEGAL SERVICES	70,783	60,000	44,742	15,259	74.57%
001-5650-0000	CITY HALL	418,148	516,349	213,867	302,482	41.42%
001-5651-0000	MISCELLANEOUS UNALLOCATED	60,925	77,250	9,933	67,317	12.86%
001-5698-0000	IT	813,756	995,653	627,457	368,196	63.02%
001-5699-0000	PERS SERV. (CIVIL SERVICE)	-	-	-	0	0.00%
	GENERAL FUND	23,233,187	25,022,840	15,375,786	9,647,054	61.45%
					0	
110-5210-0000	ROADWAY MAINTENANCE	2,644,926	2,973,769	1,080,828	1,892,941	36.35%
					0	
121-5699-0000	LOCAL OPTION SALES/SERVICE TAX	3,765,567	3,950,000	324,518	3,625,482	0.00%
					0	
600-5810-0000	WATER	6,305,324	6,220,676	4,036,809	2,183,867	64.89%
610-5815-0000	SANITARY SEWERS	2,889,310	4,402,245	1,528,327	2,873,918	34.72%
740-5865-0000	STORM SEWERS	1,612,575	1,921,585	489,445	1,432,140	25.47%
810-5910-0000	INTERNAL SERVICE-CAPITAL EQUIP	2,012,798	2,000,000	1,554,266	445,734	77.71%
					0	
		42,463,687	46,491,115	24,389,980	22,101,135	52.46%

RECONCILIATION OF UTILITY BILLINGS, COLLECTIONS, AND DELINQUENCIES

FY24/25

Month of: January 2025

Aged trial balance- Report Date: 12/31/2024 \$ 92,157.89

BILLINGS

Billings for the month of: DECEMBER \$ 898,558.48

Billings for the month of: JANUARY \$ 949,368.66

Total billings for the months of December & January (includes penalties and finals) \$ 1,847,927.14

TOTAL BILLINGS \$ 1,940,085.03

LESS COLLECTIONS

Revenues collected for the month of: JANUARY \$902,758.33
(Includes final bill payments, County Treasurer payments, etc.)

Council Write-Offs \$0.00

City Accounts- write-off/adjustments \$0.00

Deposit amounts applied \$2,114.94

Payment adjustments \$0.00

TOTAL COLLECTIONS \$ 904,873.27

SUB TOTAL \$ 1,035,211.76

Aging report balance for: 1/31/2025 \$ 894,436.95

Aging report (01/31/25) for accounts 30 days or more past due \$ 89,022.80

Prepared by: Stephanie VandeBerg, Utility Billing Department, 02/06/25



Memo

TO: Mayor and Council members

FROM:

DATE: February 27, 2025

RE: Community Development Monthly Report - January 2025

SYNOPSIS:

Attachments:

1. Com Dev Report - 01-2025

MEMO

To: Honorable Mayor and City Council

From: Doug Ollendike, Community Development Director

Date: February 27, 2025

Re: Community Development Monthly Report

Building Services Division

4 new single-family homes were permitted in January with a valuation of \$2,418,284. A total of 26 permits were issued which included new construction, remodels, additions, fences, decks, sheds, etc.

Commercial Permits Issued

The site work at Living Faith Church located at 2180 NW 142nd ST is wrapped up. Storm water staff are still reviewing as-built conditions. A temporary CO has been issued.

Vision Electrical and Plumbing's renovations at 2163 NW 111th ST is needing a final inspection and they will be wrapped up with this project. The project lead was laid off for the winter so hopeful we can final in early spring.

Amare Vita/MavenCrux has finished up the final piece of storm sewer work. A few of the homes are yet to be constructed out there. We expect these to be completed after more sales have been made.

Kwik Star, located at 16050 Hickman RD has been issued a temporary CO; some corrections to site work is to be completed.

The permit has been issued for "The McCoy" apartments located at 11040 Hickman RD for the interior bathroom and kitchenette remodel work. Some of the single unit apartments have been inspected on the main level; however, not all units are completed yet.

The Emerald Isle townhome project has full permits for the second building of six units; interior finishing progress is being made on the first building and rough ins are being completed on the 2nd building. The street work is now scheduled to be completed in the Spring of 2025.

The final inspection has been completed for the outpatient surgery center located at 12107 Stratford DR. A site plan amendment for exterior finishes must be approved before the project can be converted to final occupancy.

The final inspection for the new Tasty Taco site at 2249 NW 86th ST has been done, however there are outstanding site items yet to be done. A temporary occupancy permit has been issued.

The permit for Silverstar Carwash at 15451 Hickman RD has been issued. Exterior finish work along with interior rough ins are being completed.

The building permit has been issued for the new office building located at 2640 Berkshire PKWY; the framing inspection has now been completed with interior finishes underway.

An addition permit has been issued for the expansion of Edward Jones at 1100 73rd ST; framing and rough-ins have been completed.

A temporary CO has been issued Painted Tree Boutiques, located at 11101 University AVE. The site must be updated with parking lot striping and replacement of missing trees.

A building permit has been issued for 12931 University AVE for a new hair salon; final inspections have been done; however, they are still waiting on some equipment to arrive.

The permit has been issued for Greenbelt Landing. Interior demolition along with rough in work is in progress. The exterior sanitary sewer movement project has begun as well.

Staff have issued a permit for an addition and large interior remodel located at 12605 Woodlands PKWY; work has not commenced at this time.

A permit for Starbucks shell building located at 15935 Hickman RD has been issued; a framing inspection has been conducted. Plans have also been received for the Starbucks tenant finish. Plan review for this is in progress.

A remodel permit for the former Beauty Brands has been issued to split the building into two tenant spaces. A tenant remodel permit has been received for Chipotle which is still being reviewed.

A tenant finish for a new nail salon has been issued a building permit at 9932 Swanson Blvd.

Staff is reviewing plans for a locker room remodel at the Genesis Health and Fitness Club (10930 Hickman Rd).

Commercial Projects Under Review

Staff are in the process of reviewing remodel plans for the Genesis Health Club facility located at 10930 Hickman RD. Due to limited funding, this project has scaled back and will be limited to some interior paint, flooring replacements and LED lighting upgrades. A demolition permit has been issued for the removal of interior walls.

An interior demolition permit has been issued for Krispy Kreme due to a recent fire. Plans are now being reviewed for the restoration of the interior.

Staff are still in the process of reviewing plans for the remodel of portions of City Hall.

Planning Services Division

The 86th Street Neighborhoods Plan was approved by Council on September 9, 2022. Staff are working on implementation. Planning staff has worked with a commercial property owner to create a proposed outlot for acquisition of land needed for future construction of the 82nd Street trail.

The first amendment to the development agreement for the Emerald Isle Townhome development has been approved by Council and the revised site plan/preliminary plat has been administratively approved by staff. The developer has commenced grading and construction activities.

Silver Star car wash has submitted a preliminary plat, site plan, and public improvement construction drawings for the recently rezoned properties generally located at NW 156th ST, Hickman RD, and Emerald Isle DR. The preliminary plat was approved by Council on April 11, 2024, and site plan was approved by Council on May 23, 2024. Construction drawings were conditionally approved subject to acquisition of additional temporary construction easements and approval of an agreement including the cost-share with the City. Staff has reached out to the applicant regarding next steps prior to anticipated spring construction of the public improvements and is awaiting a response.

Buyers Realty has submitted a preliminary plat to create an additional lot at Westridge Shopping Center. Staff is working with the applicant regarding parking requirements before the preliminary plat can advance through the approval process.

Buyers Realty has submitted a site plan amendment for 10001 University Avenue façade and parking updates. The amendment was approved at the November 14, 2024, Council meeting. Exterior improvements are currently under construction.

Downing Construction has submitted a site plan amendment for exterior façade changes at 12107 Stratford Drive for Soma Cosmetics that will be presented at the February 4 Planning and Zoning and February 13 Council meetings.

Staff will lead discussion on proposed updates to the Off-Street Parking and Circulation Requirements at the February 6 Council meeting. Staff anticipate setting public hearing at the February 13 Council meeting for consideration of the updated Chapter 13 in March.

Staff have submitted a request to Norfolk Southern for an abandoned track right-of-way, which will allow Norfolk Southern to determine if the property is eligible to be sold or otherwise conveyed to the City or adjacent property owners. The request includes the remaining parcels owned by Norfolk Southern that do not include any railroad infrastructure, which are generally located between NW 100th ST and NW 114th ST. Staff are awaiting a response from Norfolk Southern.



1900 NW 114th ST
Clive, IA 50325
(515) 223-6221
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January 2025
RESIDENTIAL PERMIT ACTIVITY

/ SINGLE FAMILY

<u>DATE</u>	<u>NO.</u>	<u>STREET</u>	<u>APPLICANT</u>	<u>VALUATION</u>	<u>SUBDIVISION</u>
01/06/2025	3794	183RD ST	Elegate Homes	\$564,742	SHADOW CREEK WEST
01/21/2025	18240	HIDDEN KNOLL	Sage Homes	\$534,958	SHADOW CREEK WEST
01/28/2025	18099	TOWNSEND DR	DB Homes	\$495,268	SHADOW CREEK PLAT 08
01/30/2025	3970	183RD ST	Showtime Homes	\$823,315	SHADOW CREEK WEST
TOTAL				\$2,418,284	
YTD CALENDAR				\$2,418,284	
YTD FISCAL				\$24,028,440	

W TOWNHOME

<u>DATE</u>	<u>NO.</u>	<u>STREET</u>	<u>APPLICANT</u>	<u>VALUATION</u>	<u>SUBDIVISION</u>
TOTAL				\$0	
YTD CALENDAR				\$0	
YTD FISCAL				\$0	

NEW CONDOMINIUM/MULTI-FAMILY

<u>DATE</u>	<u>NO.</u>	<u>STREET</u>	<u>APPLICANT</u>	<u>VALUATION</u>	<u>SUBDIVISION</u>
TOTAL				\$0	
YTD CALENDAR				\$0	
YTD FISCAL				\$0	

RESIDENTIAL ADDITIONS

<u>DATE</u>	<u>NO.</u>	<u>STREET</u>	<u>APPLICANT</u>	<u>VALUATION</u>	<u>DESCRIPTION</u>
01/02/2025	2616	159TH ST	Des Moines Deck LLC	\$37,440	Covered porch
01/07/2025	12241	SUNSET TER	Nathan Jensen	\$49,065	Basement finish
TOTAL				\$86,505	
YTD CALENDAR				\$86,505	
YTD FISCAL				\$1,345,471	

RESIDENTIAL REMODEL

<u>DATE</u>	<u>NO.</u>	<u>STREET</u>	<u>APPLICANT</u>	<u>VALUATION</u>	<u>DESCRIPTION</u>
01/06/2025	10465	RICARDO RD	Whitey Exteriors	\$116,260	Whole home remodel
01/24/2025	9739	CLARK ST	DK Handyman Services	\$46,179	Installing basement bathroom
TOTAL				\$162,439	
YTD CALENDAR				\$162,439	
YTD FISCAL				\$719,509	



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January 2025
COMMERCIAL PERMIT ACTIVITY

NEW COMMERCIAL

<u>DATE</u>	<u>NO.</u>	<u>STREET</u>	<u>APPLICANT</u>	<u>VALUATION</u>	<u>DESCRIPTION</u>
				TOTAL	\$0
				YTD CALENDAR	\$0
				YTD FISCAL	\$2,596,113

COMMERCIAL ADDITIONS

<u>DATE</u>	<u>NO.</u>	<u>STREET</u>	<u>APPLICANT</u>	<u>VALUATION</u>	<u>DESCRIPTION</u>
				TOTAL	\$0
				YTD CALENDAR	\$0
				YTD FISCAL	\$670,366

COMMERCIAL REMODEL

<u>DATE</u>	<u>NO.</u>	<u>STREET</u>	<u>APPLICANT</u>	<u>VALUATION</u>	<u>DESCRIPTION</u>
01/02/2025	1880	86TH ST	CBH General Contracting, LLC	\$273,524	Fire damage restoration
01/23/2025	13137	UNIVERSITY AVE	Next Phase Development, LLC	\$110,080	Remodel Office
				TOTAL	\$383,604
				YTD CALENDAR	\$383,604
				YTD FISCAL	\$8,019,308



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	Jan-24	Jan-25	YTD Total	Jan-25	YTD Total
Building Permit - New Single Family	3	4	4	\$2,418,284	\$2,418,284
Building Permit - New Townhome	0	0	0	\$0	-\$1
Building Permit - New Condominium	0	0	0	\$0	\$0
Building Permit - Residential Additions	1	2	2	\$86,505	\$86,505
Building Permit - Residential Remodel	4	2	2	\$162,439	\$162,439
Building Permit - New Commercial	0	0	0	\$0	\$0
Building Permit - Commercial Additions	0	0	0	\$0	\$0
Building Permit - Commercial Remodel	1	2	2	\$383,604	\$383,604
FYTD TOTALS					
Building Permit - New Single Family	43	48		\$24,028,440	
Building Permit - New Townhome	0	0		\$0	
Building Permit - New Condominium	0	0		\$0	
Building Permit - Residential Additions	10	24		\$1,345,471	
Building Permit - Residential Remodel	9	14		\$719,509	
Building Permit - New Commercial	2	4		\$2,596,113	
Building Permit - Commercial Additions	0	1		\$670,366	
Building Permit - Commercial Remodel	17	18		\$8,019,308	

Code Enforcement Activity Report for January 2025

Violation Activity

- Investigated 31 new violations
 - 12 violations initiated through proactive enforcement of common code violations
 - 19 violations initiated through complaints of common code violations
 - 0 violations were abated by the City
- Investigations conducted
 - 31 initial inspections for common code violations
 - 23 follow up inspections
 - 54 total inspections
- January voluntary compliance rate was 100%
- Pulled 14 illegal signs from the City Right of Way
- January Case Breakdown

5-6-2(1(K)): Junk	-3
5-6-6: Junk/Inoperable Vehicle	-1
5-7-6: At Large Prohibited	-1
5-7-7: Damage or Interference	-1
5-7-8: Annoyance or Disturbance	-1
6-4-2: Parking For Certain Purposes Illegal	-5
6-4-3(A4): Parking Over Sidewalk	-2
7-1-11: Use of Parkings	-2
7-1-16: Dumping of Snow	-1
7-2-6: Removal of Snow and Ice	-1
7-5-5: Overhanging Trees	-1
8-5-3: Sanitary Disposal Required	-1
8-5-6: Yard Waste Management	-3
8-5-8: Open Dumping Prohibited	-1
8-5-10(B): Solid Waste Storage Containers	-3
11-12-20(A): Residential Commercial Signs	-1
11-12-20(2): Commercial Temporary Signs	-1
11-12-22: Signs On Public Property	-2

Other Activities

- Continued work on priority issues
 - Began work on parkway tree study and plan
 - Continued work on 2025 Sidewalk Repair Program
 - Educating violators with personal contact by phone and in person
 - Work with other departments as often as possible to strengthen relationships
 - Continued to look for opportunities to fine tune the Code Enforcement process



Memo

TO: Mayor and Council members

FROM: Clay Garcia, Fire Chief

DATE: February 27, 2025

RE: Fire Department Report - January 2025

SYNOPSIS:

Fire Department Monthly Report - January 2025

Attachments:

1. Jan 2025 Council Report



Memo

TO: Honorable Mayor, City Council, City Manager

FROM: Clayton Garcia, Fire Chief

DATE: 2/2/2025

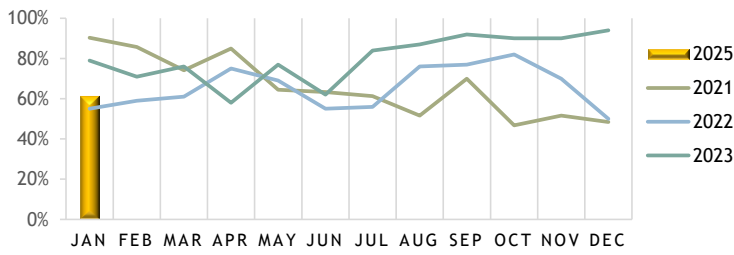
RE: January 2025 Monthly Report

Target	Milestones	Status
Storm Debris Policy: Goals, City Role, Best Practices, Options, Direction and City Actions (Wind Event Operations)	Pre-Identify NWS "benchmarks" to initiate action plan	In Progress
	Review current City Damage Assessment Tools	In Progress
	Implement mass notification and website comms	Not Started
	Identify districts or zones for damage assessment	In Progress
	Explore/evaluate Polk County Reg Assessment tool	In Progress
	Identify number of staff members needed for assess	Not Started
	Review draft Polk County Debris Mgmt Plan	In Progress
	CC Work Session: Polk County Debris Mgmt Plan Rev	Not Started
Target	Milestones	Status
Fire-EMS Collaboration with Urbandale - Apparatus Sharing and Paramedicine 28Es	Identify collaboration partner/s	In Progress
	Create, finalize and implement 28E for shared serv	In Progress
	Finalize asset transfer of L325 and Urbandale unit	In Progress
	Outfit new suppression apparatus for Station 32	In Progress
	Complete "audit" of Clive/Urbandale response plan	In Progress
	CC Decision: Shared Services 28E Agreement	In Progress
	Create, finalize maintenance agreement w/ Urb	In Progress
	CC Decision: Maintenance agreement adoption	In Progress
	Prepare 28E (or internal resource) for bariatric care	Not Started
	CC Decision: 28E for bariatric patients' adoption	Completed
	Complete mini standards of coverage for Station 22	In Progress
	Draft community health coordinator roles/response	Not Started
Management Projects		Status
Fire Dept NFPA Physicals - Add Cancer Screening		In Progress
EMS Write Off Data		Not Started
Fire Staffing Levels/Makeup New Standards: Implementation		In Progress
Hire All FT Staff: Solidification of Roles and Responsibilities: Update		In Progress
Public Safety Radio Replacement: Completion		In Progress
Public Safety Staff Recruitment/Retention Strategy: Continued Implementation		Not Started
Fire Vehicle Spec Process (320)		In Progress

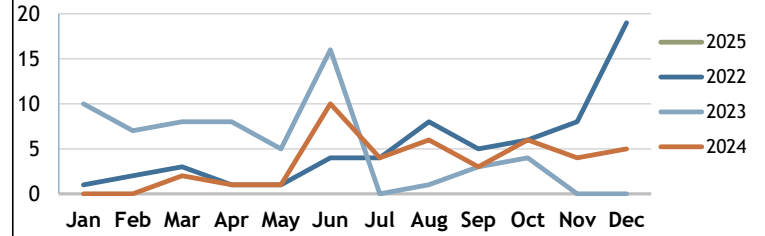


Clive Fire Department Monthly Report January 2025

100% Staffing of On-Duty Shifts



Mandatory Overtime Shifts

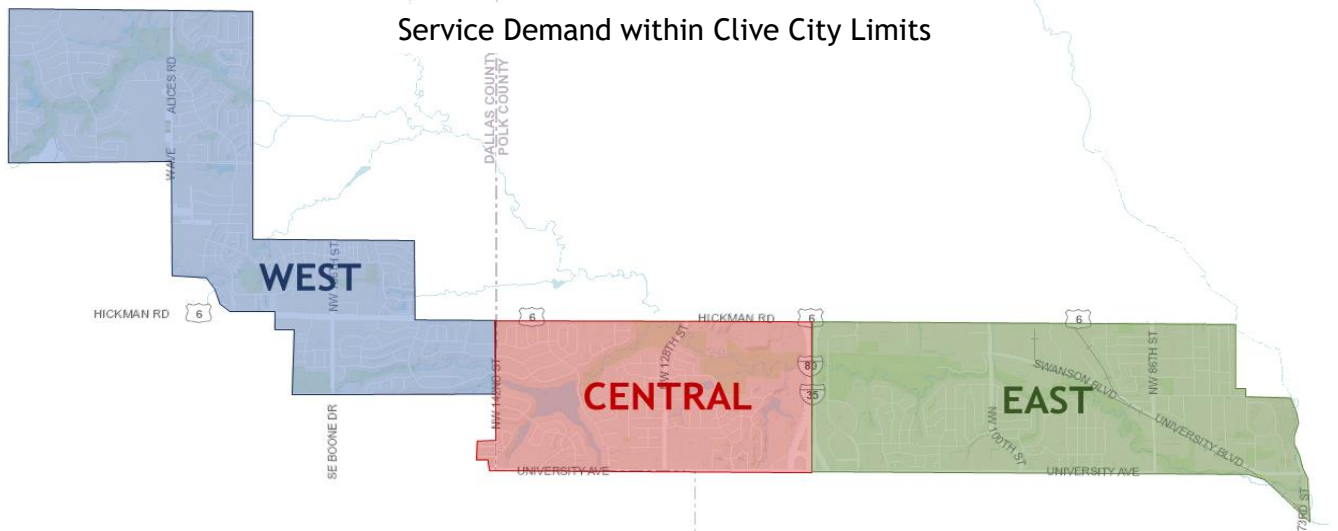


Citizen Satisfaction for Safety in Clive Above Customized and National Benchmarks

Source: 2022 Citizen Satisfaction Survey Results

	Percent Positive	Benchmark	Rank	Rank Percentile
Fire Services	97	Similar	39/317	92%
Emergency Medical Services	95	Similar	29/293	90%
Fire Prevention	92	Similar	21/282	92%
Emergency Preparedness	88	Higher	2/281	99%

Service Demand within Clive City Limits



WEST		
EMS	26	14.7%
Fire	10	5.6%
Total	36	20.3%

CENTRAL		
EMS	38	21.5%
Fire	11	6.2%
Total	49	27.7%

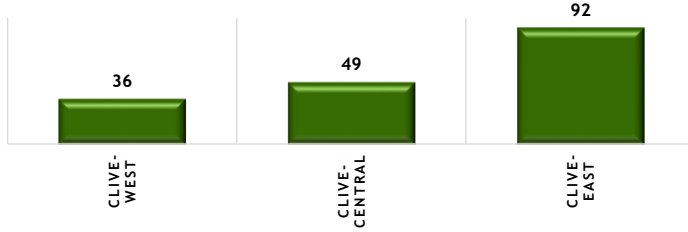
EAST		
EMS	66	37.3%
Fire	26	14.7%
Total	92	52.0%



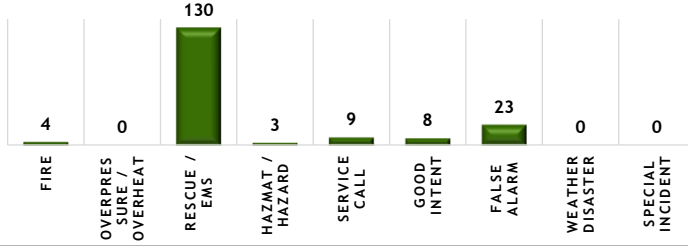
Clive Fire Department
Service Demand
January 2025

City of Clive

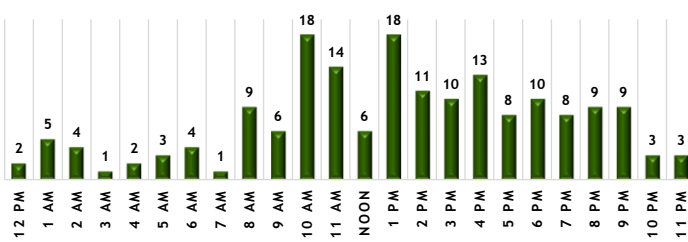
SERVICE DEMAND BY RESPONSE AREA



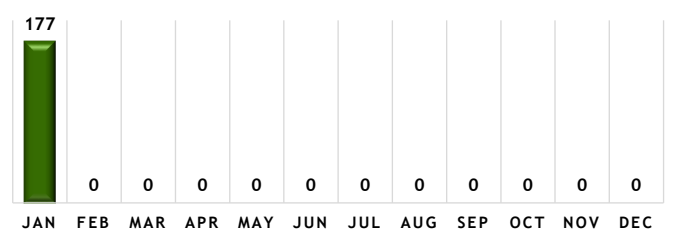
SERVICE DEMAND BY NFIRS CATEGORY



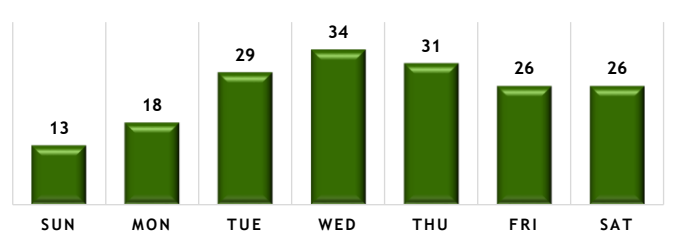
SERVICE DEMAND BY HOUR OF THE DAY



SERVICE DEMAND BY MONTH OF THE YEAR

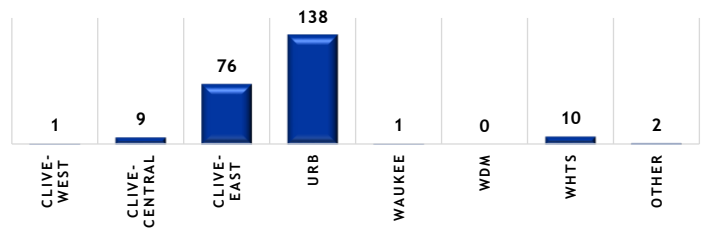


SERVICE DEMAND BY DAY OF THE WEEK

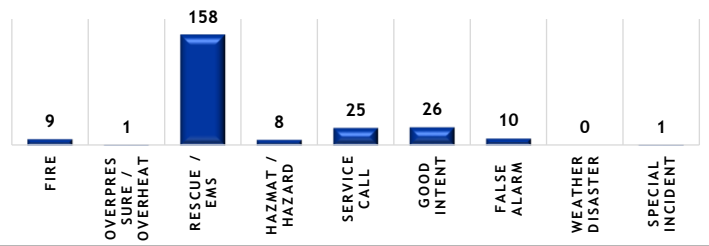


Station 32

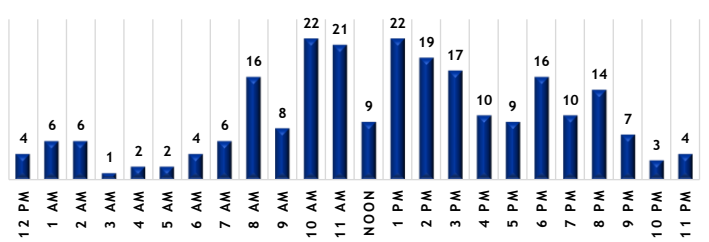
SERVICE DEMAND BY RESPONSE AREA



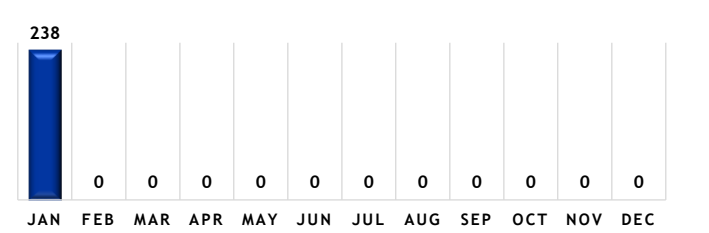
SERVICE DEMAND BY NFIRS CATEGORY



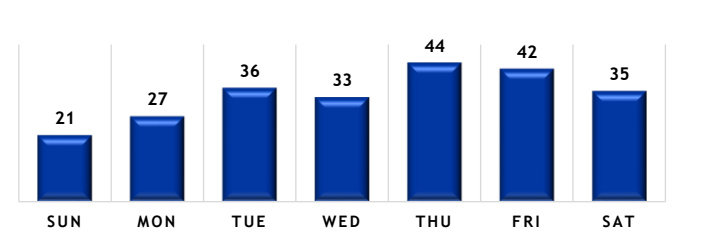
SERVICE DEMAND BY HOUR OF THE DAY



SERVICE DEMAND BY MONTH OF THE YEAR

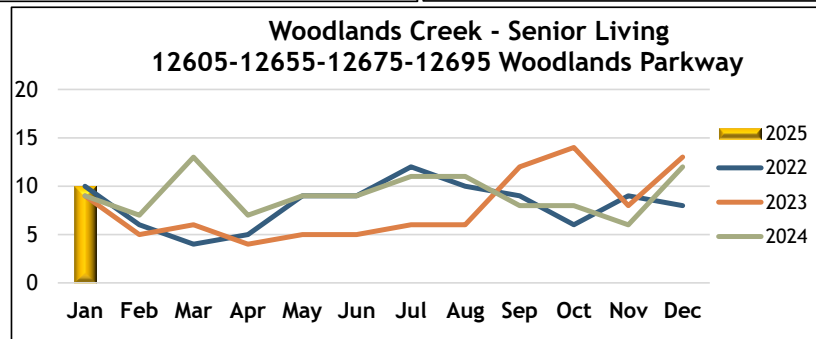
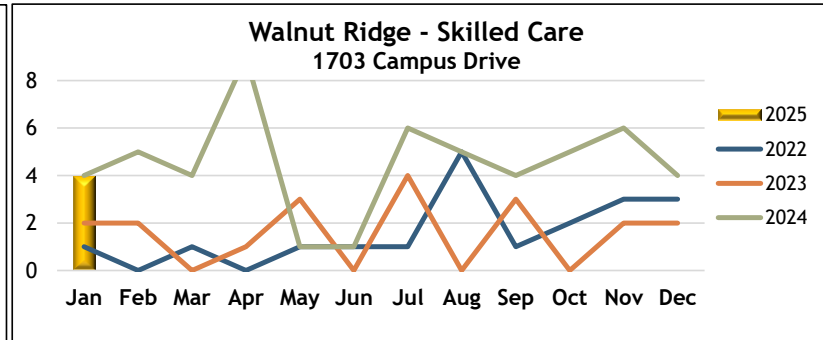
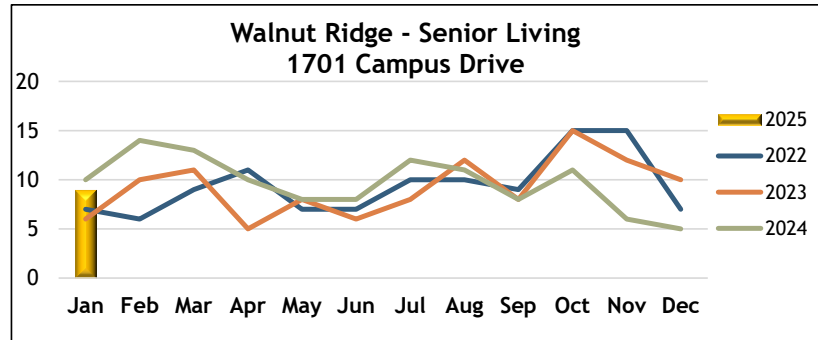
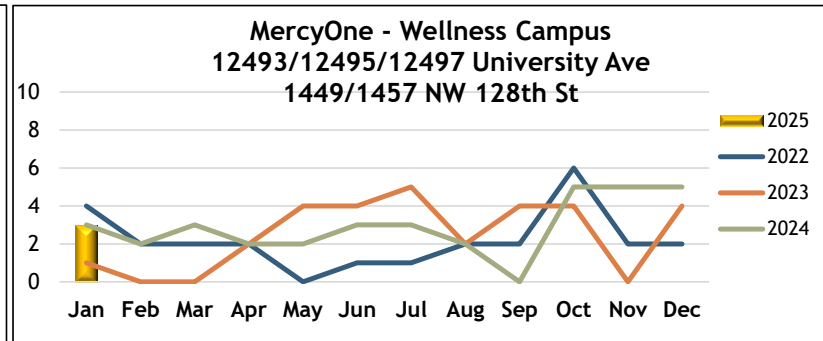
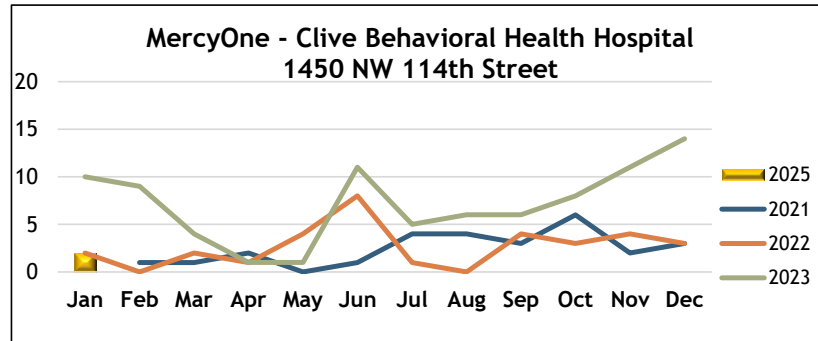
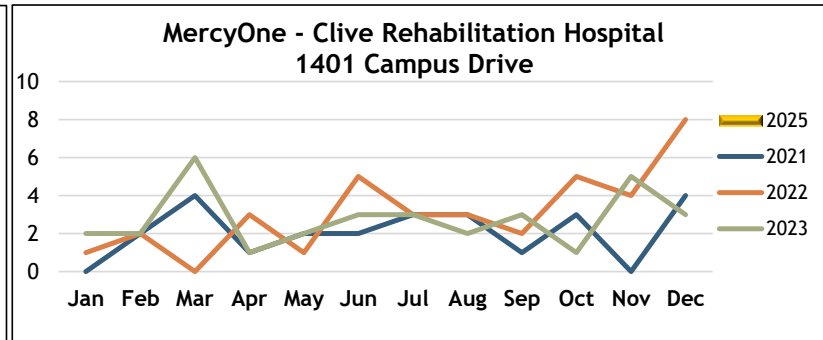
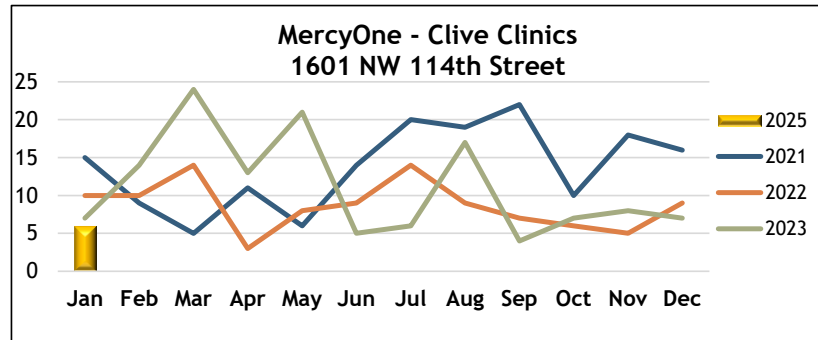


SERVICE DEMAND BY DAY OF THE WEEK





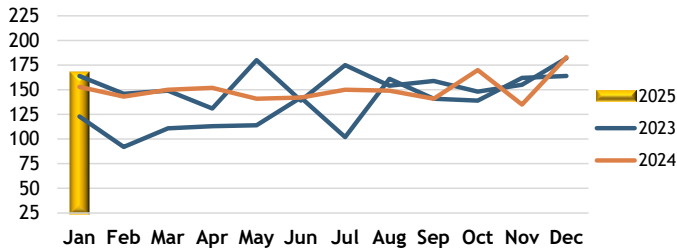
Clive Fire Department Service Demand - EMS January 2025



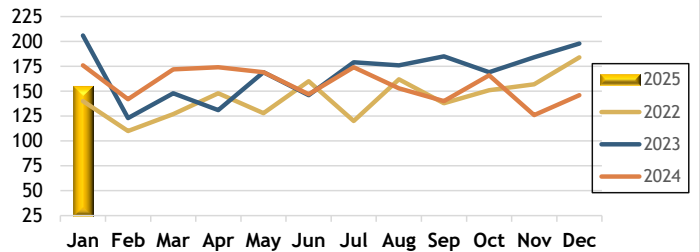


Clive Fire Department Monthly Report January 2025

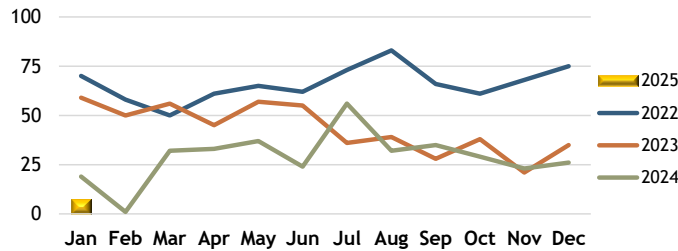
Station 32 Ambulance Responses



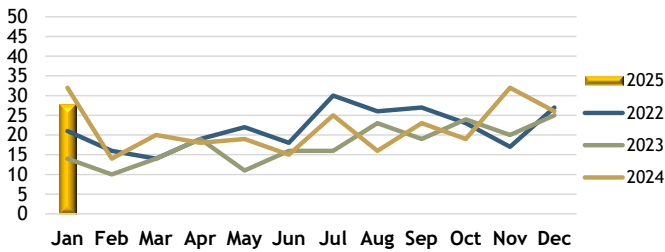
Station 32 Engine/Ladder Responses



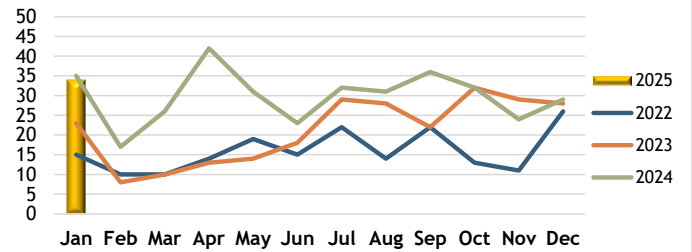
Station 22 Engine Responses into Clive



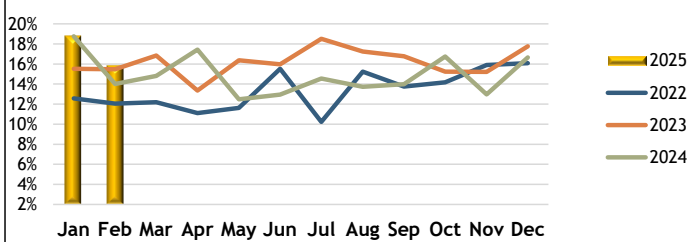
Station 43 Ambulance Responses into Clive



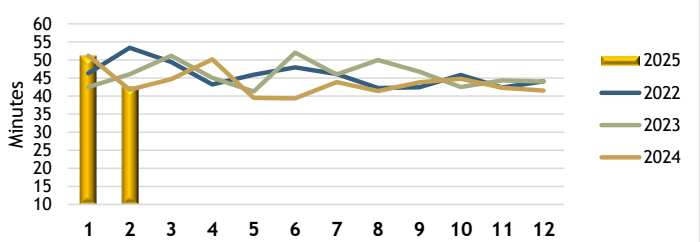
Station 43 Engine Responses into Clive



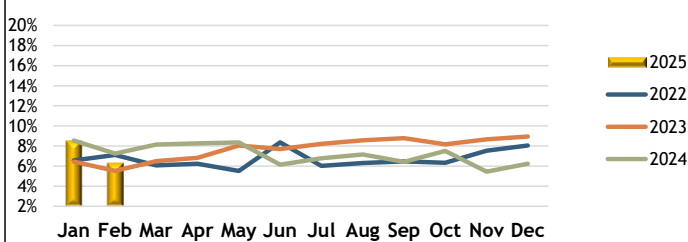
Unit Hour Utilization - Clive Ambulance



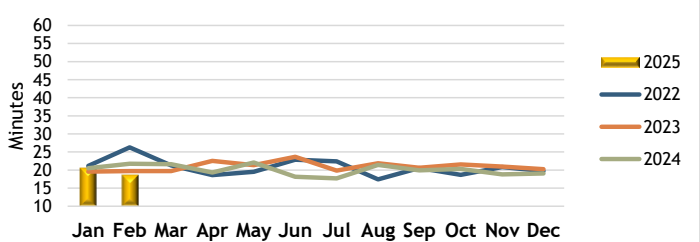
Average Time Committed - Clive Ambulance



Unit Hour Utilization - Clive Suppression



Average Time Committed - Clive Suppression





Memo

TO: Mayor and Council members

FROM: Richard Brown, Leisure Services Director

DATE: February 27, 2025

RE: Leisure Services Monthly Report - January 2025

SYNOPSIS:

Please find attached the Leisure Services Monthly Report for January 2025

Attachments:

1. City Council Report - January 2025

Leisure Services Department

January 2025



Clive's Fourth Annual Cabin Fever Reliever

Over 300 people turned out for our winter event of the year! The event was shifted to Harbach Center and Linnan Park due to Greenbelt Landing construction. Outdoor activities included mini-train rides, six campfire smore stations, Iowa DNR, live woodcarving and ice sculpting. Indoor activities included laser tag, LED mini golf, hot chocolate and coloring books. Special thank you to Logan Supply for donating the use of light trailers and Hy-Vee for donating the hot chocolate.

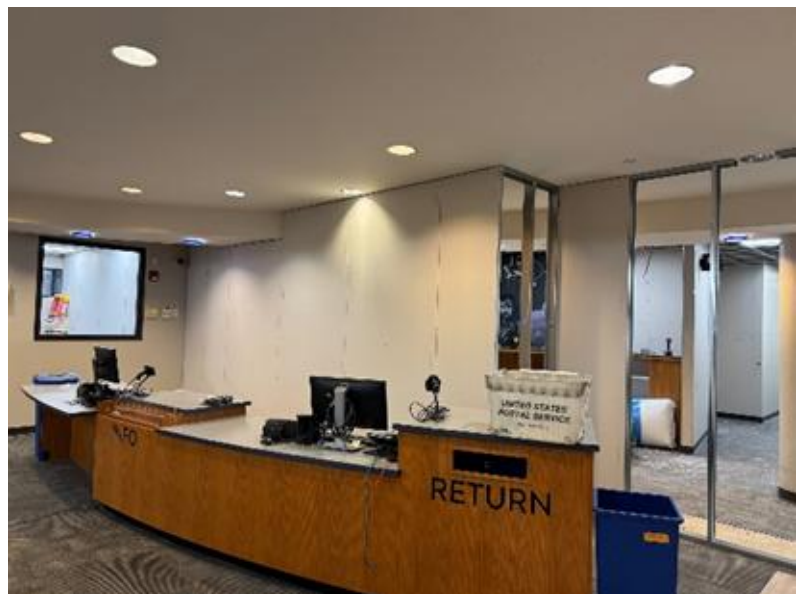


Truckin' Tuesdays

Truckin' Tuesday is a takeoff from our popular Play in the Bay programs. Patrons can bring their ride-on toy and head to the Harbach Center for this open gym time, with the Rec Bay available for their favorite wheeled toy. This program will coincide with the library's Little Builders program so that patrons can visit both areas when they come. The program started in November, and since then, 108 patrons have participated.

Remodel Update

The library staff is settled, and most of our regular programs are established at our Harbach branch location. The programming was moved to Harbach due to a lack of space at the City Hall location due to construction. All programs have had excellent attendance so far, and we have even introduced the Harbach Library to several new patrons who have switched over to using this location due to its closeness and ease of access to their homes, strengthening our community ties in the neighborhood.



Second Season Youth Basketball

90 central Iowa youth basketball teams kicked off their seasons with us in January. This amounts to over 700 individual participants! League play includes 7 games over 6 weeks of play ending in mid-February. 121 teams participated in our first season play.

Laser Tag at Harbach

The Recreation Team contracted with JP Party Rentals to bring their laser tag and bunker system to Harbach! 20 students enjoyed two hours of challenges, team and individual battles. Two more sessions are planned in February and March.

Recreation Team Software Improvement Research

The Leisure Services team is in the process of investigating software improvements. We have been evaluating our current and future needs and the updates our current vendor is making to their product, as well as the functionality we might gain from other vendors. We expect to continue evaluation and research into February with a final decision by spring break time.



Seasonal Hiring in Progress

The Recreation Team continues to advertise, recruit, interview and hire over 160 seasonal positions for both Clive Aquatic Center and our summer recreation team. Staff have already conducted over 50 interviews during the month of January.

Winter Tree Work

The winter months are the best time of the year for tree trimming and pruning to help maintain tree health, improve tree structure, and enhance appearance. The Parks team spent 182 hours pruning park, street island, and right-of-way trees.

Walnut Hill Detention Project

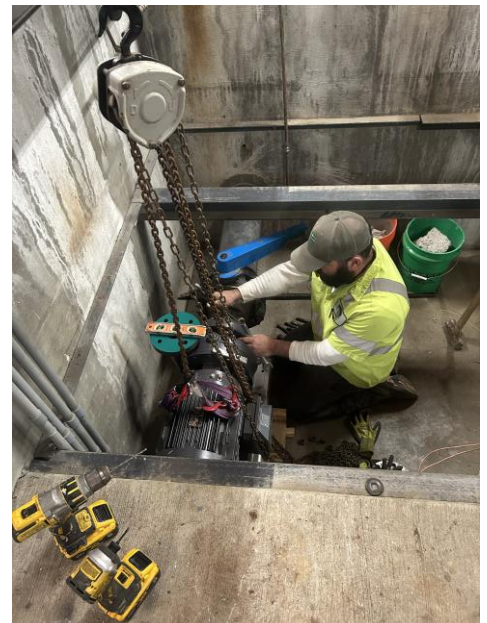
The Natural Resource team worked to wrap up the Walnut Hills Detention Project. The inner detentions finish grading was completed using the Toro Sandpro, seeded with a native prairie mix used for storm detentions, and then covered with erosion matting. The second detention and berms were soil conditioned, seeded with the same prairie detention mix and a native meadow mix was planted on the outer detention berm. Matting was also placed in the detention where storm water flows would be found and hydro mulching occurred in all other areas.

Winter Aquatics Improvements

The facilities team took advantage of the above average January temperatures and spent time at the aquatic center removing and replacing the Lazy River recirculation pump. For safety, staff built a hoist and trolley system to remove and install the 400lbs pump and motor. The old pumps concrete footing was removed, and a new custom footing was built to support the new pump and motor.

Volunteers

Recreation hosted 54 volunteers, 8 for goats, 4 for Cabin Fever Reliever, and 42 for youth basketball for a total of 62 total volunteer hours. The library had 4 volunteer hours at the Clive Public Library main branch and 23.5 hours at the Harbach Center for a total of 27.5 hours. Parks had no volunteers for the month of January.



2024-25 Management In Progress

Management Projects	Orig	Rev	Who	Status
City Led Community Volunteer Program: Update Report	Feb-25	Feb-25	LS	Not Started
Moving Library Circulation System from On-Prem to Cloud - FY 25/26 Funding	Mar-25	Mar-25	LS/TS	Not Started
Part-Time to Full-Time Library Staffing - 2nd position conversion: Completion	Jul-25	Jul-25	LS	Not Started
Clive Public Safety Center: Maintenance Plan	Oct-24	Mar-25	LS	In Progress
Work Order System for Facilities: Direction and Funding	Mar-25	Mar-25	LS	Not Started
Safety Review of 90th Street Trail Connection: Assessment, Modification, Fund	Aug-25	Aug-25	LS	Not Started
Greenbelt Vegetation Management Study - Phase 2	Sep-24	Dec-24	LS	Done
Invasive Plants and Vegetation Management: Phase 1 Implementation	Dec-24	Feb-25	LS	In Progress
Library Strategic Plan: Implementation	Ongoing	Ongoing	LS	In Progress
Landscape Management Plan: Development	Ongoing	Ongoing	LS	Not Started
Library fine free: annual report	Dec-24	Feb-25	LS	Not Started
Neighborhood Trail Closure Gates: Installation	May-25	May-25	LS	Not Started
Clive Festival 2026 - 50th Anniversary	Jul-25	Jul-26	LS	Not Started

2024-25 Major Projects

Capital Projects	Orig	Rev	Who	Status
Park Maintenance Lean-To: Construction	Jun-25	Jun-25	LS	Not Started
Annual Greenbelt Trail Maintenance Projects (73rd - 100th)	Aug-25	Aug-25	LS	Not Started
Cirksena Park: Completion	May-25	May-25	LS	In Progress
Canary Park detention drainage improvements	Jul-25	Jul-25	LS	Not Started
Neighborhood park signs annual replacement program: Trail/911 Safety Signs	Jul-25	Jul-25	LS	Not Started
Campbell Park Dugouts: Funding	Dec-25	Dec-25	LS	Not Started



Memo

TO: Mayor and Council members

FROM: Mark Rehberg, Captain / Operations Commander

DATE: February 27, 2025

RE: Police Department Monthly Report - January 2025

SYNOPSIS:

Monthly report of police activity and calls for service - January 2025

Attachments:

1. Jan 25



Clive Police Department

Monthly Report
January 2025





Table of Contents

Mission, Vision & Values	3
Organization & Staffing	4
Calls for Service (CFS) & Traffic Data	5
Crash Data	5
Special Unit Activity	5
Group A and B Offences/ Clearance Rates	6
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Employee Spotlight	10

Mission, Vision & Values

Mission

“To provide exceptional police services while ensuring the safety, security and well-being of all of our citizens”.

Vision Statement

The 29 Certified Police Officers and four civilian employees of the Clive Police Department serve the City through excellent community policing, fair and timely investigations, regular patrols of Clive neighborhoods, and multiple public education and partnership programs. Crime prevention and community safety require good collaboration among police, residents, and businesses.

Values

Committed - Striving for accountability, effectiveness, and equality.

Professional - Taking pride in our actions, duties, development, and appearance.

Determined - A team that is resolute and purposeful in action.

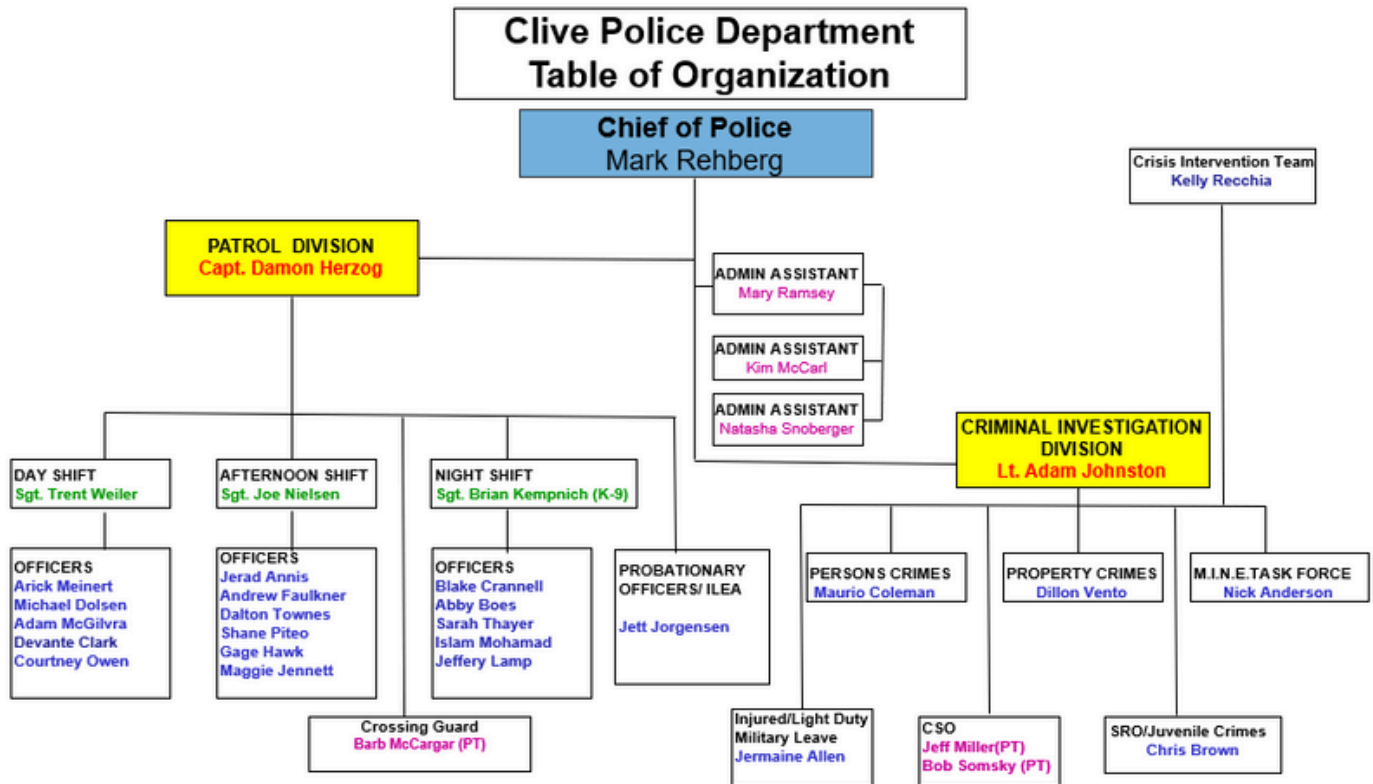


Committed - Professional - Determined

“WE COME WHEN WE ARE CALLED”



Organization & Staffing



Staffing

Sworn Staffing Summary (Sworn Strength 29)	
Total Authorized Commissioned	29
Current Operating Commissioned	27
Officers in Field training	0
Recruit Officers in Academy	0
Military Leave	1
Officers still need to Recruit	1

Sworn Staffing by Assignment		
Assignment	Assigned	Vacant
Command Staff	3	0
Investigations	3	0
School Resource Officers	1	0
Patrol Officers/Sergeants	20	2

Calls for Service and Dispatch Area

Dispatch Incident Distribution					
Type	January		YTD		
	2024	2025	2024	2025	Change
Calls for Service	1200	1130	1200	1130	-6%
Incident Reports	154	143	154	143	-7%
Adult Arrests	52	41	52	41	-22%
Juvenile Arrests	0	1	0	1	100%
Traffic Citations/Warnings	264	243	264	243	-8%
Flock Generated Case	13	4	13	4	-69%

Crash Data

Motor Vehicle Crash (MVC)					
Crash Type	January		YTD		
	2024	2025	2024	2025	% Change
Fatal	0	0	0	0	0%
Injury	9	5	9	5	-45%
Property Damage	45	47	45	47	4%
Total	54	52	54	52	-4%

Special Unit Activity

Crisis Intervention Team (CIT)					
Response Type	January		YTD		
	2024	2025	2024	2025	%
Mental Health Related	9	17	9	17	89%
Diversion	--	5	--	5	--
Clive Behavioral	--	11	--	11	--
Ed Thomas Notification	--	2	--	2	--
Total	9	35	9	35	389%

Group A and B Offenses



In the context of the FBI's Uniform Crime Reporting (UCR) system, "Group A offenses" refer to a category of more serious crimes like murder, robbery, rape, and burglary, which are reported for every incident by law enforcement agencies, while "Group B offenses" are less serious crimes where only arrest data is reported to the UCR system; essentially, Group A offenses are considered more significant crimes than Group B offenses.

Clearance Rate

Group A and B Crimes					
Type	January		YTD		
	2024	2025	2024	2025	% Change
Person Crimes	12	6	12	6	-50%
Property Crimes	21	21	21	21	0%
Crimes Against Society	25	19	25	19	-24%
Total A and B Offenses	58	46	58	46	-20.7%
Hate Crimes	0	0	0	2	
LEOKA	0	0	0	0	
Clearance Rate	--	--	62.07%	54.35%	

Polk County Fingerprint Audit

On August 23rd, 2024, 30 cases between May 2023 through April 2024, involving Clive Police Department arrests were used to verify compliance with the Code of Iowa. While the department had submitted 347 sets of prints to the DCI, this audit was conducted on 30 random cases. Iowa Code Chapter 690.2 requires that the Chief ensures prints are taken. The following discrepancies were noted. Overall, Clive PD has a 96% accuracy rate with Polk County.

Data Element	Matches Case Files	Missing On Card	Different From Case Files	No File Data	Accuracy %
Tracking Number	30				100%
Last Name	30				100%
First Name	30				100%
Middle Name	29		1		96%
Date of Birth	30				100%
Sex	30				100%
Race	30				100%
Physical Descriptors (height, weight, eyes, hair)	27		3		90%
Juvenile Submission	30				100%
Date of Arrest	29		1		96%
Date of Offense	29		1		96%
Arresting ORI	30				100%
Place of Birth	30				100%
Printing Officer Signature	30				100%
Iowa Charge	29		1		96%
Iowa Code	29		1		96%

Supplement Data Elements	Matches Case Files	Missing On Card	Different From Case Files	No File Data	Accuracy %
SSN	14		1		95%
Scars-Marks-Tattoo's	6	4			60%
Aliases	1				100%
Tattoo Descriptions	5	2			72%
Basis for Caution	1				100%

Highlights & Outreach



Clive Police Officers take part in quarterly training. Firearms, Milo and Less Lethal.

Firearms training is one of the most important topics with our officers, and for good reason. Carrying these weapons can come with dire consequences if manipulation and handling skills are not adhered to. Shooting is a perishable skill that must be retrained with regularity to ensure success. This month, all of our officers trained in low light scenarios, used our new MILO Simulator for reaction and de-escalation training and were familiarized with our less lethal bean bag system.



Clive Power Equip Break-in

During the early morning hours of December 26th, Clive PD officers were dispatched to Clive Power Equipment regarding a burglary. Employees arrived at work that morning and found several saws had been stolen. Detective Brown was called to the scene to investigate. Upon reviewing the surveillance footage, Detective Brown learned that the suspect arrived at the store driving a tan, Honda Accord, at around 1:38 AM. The suspect used a sledgehammer to break the window, eventually taking over \$11,000 in merchandise. Detective Brown was able to ID the suspect from Social Media as Braydon Wolfe of Des Moines. An address was found for Wolfe and a search warrant was served on January 7th, 2025. Wolfe was ultimately placed under arrest and transported to the Polk County Jail where he was charged with Theft 1st, Burglary 3rd, and drug charges.



Clive Police Department

Suspect identified in ATM robbery



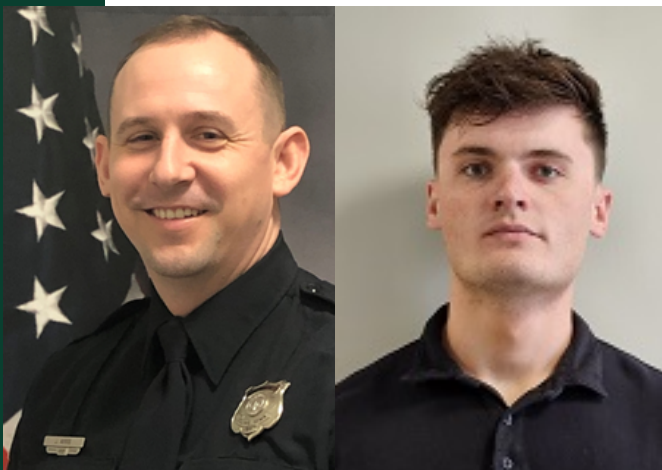
A Wells Fargo ATM was robbed last summer and the investigation rolled into January when a suspect was identified in the case. Mikkel Scott of the Houston, Texas area was identified as one suspect. A second suspect is pending identification. This case began when the ATM was disabled and a work order was sent in. As repairs were being made, the two suspects approached the ATM and removed the cash boxes while the employee making repairs could only look on. Detective Coleman was able to secure warrants for Scott. He is working with the Las Vegas Metro PD on suspect #2. To be continued...

Score one for Dutch

Detective Anderson, MINE TF, was working a case on a male who was suspected of trafficking methamphetamine. He was able to track the male into the metro and called Sgt Kempnich and Dutch to assist on a stop. During the stop, a pound of methamphetamine was located in the car. The guy driving, was the same male that Officers Boes and Thayer had taken 2 pounds off in December. The follow up investigation took them to a storage unit in Clive where packaging form multiple pounds of meth was located. The driver was transported to the Polk County Jail on more drug charges.



Flock hit leads to Felony Drug Arrest



Officers Annis and Townes, while on routine patrol were alerted to a wanted person via the Flock System. They were able to locate the suspect vehicle and confirm the hit. Upon approaching the vehicle, they instructed the driver to exit and immediately recognized the odor of fresh marijuana. The driver had a small quantity on his person, but over 1 pound of high grade marijuana was located in a back pack in the vehicle. This is a great example of proactive policing and teamwork.

Clive Police Department

Monthly Report - January 2025



Sergeant Brian Kempnich and K9 Dutch

Sgt. Kempnich joined the Clive Police Department in 2004. He formerly worked for the University Heights PD. He has prior assignments in patrol, as a Narcotics Detective with the Mid-Iowa Narcotics Enforcement (MINE) Task Force and, he has served as a field training officer. Sgt. Kempnich is the first Clive Officer to hold the position of K9 Handler. Brian was instrumental in the start-up of the K9 program doing research and fundraising. Sgt. Kempnich is currently assigned as the Third Watch shift supervisor and he oversees the Field Training Unit. He is married with two children at home.



Memo

TO: Mayor and Council members

FROM:

DATE: February 27, 2025

RE: Public Works Monthly Report - January 2025

SYNOPSIS:

Attachments:

1. January 2025 Monthly Report

Clive Public Works

January 2025

Monthly Report



January Events

- **January 2nd**—Operators were out plowing for a snow event. Trucks traveled approx. 890 miles and used 68 tons of salt.
- **January 13th-15th**— General Traffic Control 2025 Seminar and Conference in Spencer. Attending: Chris Saltmarsh, Josh Tatman and Jared Acheson.
- **January 22nd**— Operators were out plowing for a snow event. Trucks traveled approx. 727 miles and used 40 tons of salt.
- **January 27th-29th**— IMSA Certifications for Signs and Pavement Markings Technician II, Traffic Signal Field Technician II achieved by Operation Specialists Josh Tatman and Jared Acheson.
- **January 29th**— Staff repaired a fire hydrant that was involved in an accident at NW 90th and Carpenter Ave.

ROW Permits in January 2025

Type of permit	Number issued
Fiber	0
Cable Drop	0
Right of way	6
Small wireless facilities	0

2023-2024 Clive Strategic Plan

Not Started is shown in Red **In Progress** is Shown in Blue **Completed** is Shown in Green **Changes Shown in Bold**

2024-25 Policy Agenda Actions: Top Priority

Hickman Road & I35/80 Interchange Project (JM) – This is an Iowa DOT project. Clive and Urbandale worked together to add some additional elements to the project. The additional elements include pedestrian and bicycle facilities, stormwater management, aesthetics, and gateway/landscaping improvements. The cities contracted with Snyder and Associates to provide the additional elements for the project along with access management and funding strategy considerations. Most of the elements included in the original Professional Services Agreement with Snyder and Associates were completed and Council approved a Professional Services Agreement (PSA) Amendment for the design of the additional elements at the January 12, 2023, Council Meeting. Snyder is working on the design work for the additional elements for the interchange project. Additionally, staff has confirmed with the IDOT that the \$2.5 M in STBG funds and \$800K in TAP funds received for the project will be credited to Clive and Urbandale's funding contribution. Staff has obtained the easements needed to connect the trail on the north side of Hickman to the Greenbelt Trail. An application for State Recreational Trails (SRT) Grant was submitted. An application for a REAP Grant was submitted for the trail connection to the Clive Greenbelt and staff was notified that the project scored very well but was the first project to NOT receive funding. Staff submitted a Federal Recreational Trails grant application. An application for a \$25M RAISE grant has been submitted. If successful, the grant would cover all of Clive and Urbandale's project costs and any the remaining grant would be used by the Iowa DOT. The first phase of this project was let on July 16, 2024. The contractor has started work on the first phase of this project. The trail has been closed and will be closed through 2025. Phase 2 of the project will be let in July of 2025.

Alice's Road Reconstruction: Funding, Planning & Conceptual Design w/ Waukee (JM/JH) – Clive is the lead on this project. Staff reviewed RFQ's and selected Snyder & Associates (Snyder) for the design work. Staff worked with Waukee and Snyder to identify the scope for the Professional Services Agreement (PSA) and Council approved the PSA in the amount of \$1,937,000, at the January 11, 2024, Council meeting. Waukee has submitted STBG grant requests for this project and received \$1.5M that will be utilized in Phase 2. Clive submitted an STBG grant and received \$500,000 for the Phase 3 project. Snyder updated and discussed the project with Clive Council at the April 11, 2024 Council meeting. Snyder updated and discussed the project with Waukee at their May 13th workshop. A Public Meeting was held in Waukee on June 11th. Phase 1 has been divided into two projects, Phase 1A and Phase 1B, with Phase 1A reconstructing Alice's Road from south of Horizon to just south of Dellwood and Phase 1B from south of Dellwood to south of Douglas. In addition, the intersection of Berkshire and Douglas has been broken into a separate phase. The design of that intersection will require a PSA for the work and will be presented to Council this fall. Snyder and staff have met with property owners to discuss easements and property acquisitions. Staff discussed the project with Council during the November 7, 2024 CIP workshop. Staff is currently working with the consultant on acquisition documents. **A Public Hearing was held at the February 13, 2025 Council meeting for the Eminent Domain Process. That Public Hearing was continued to the February 27, 2025 Council meeting. All acquisitions have now been acquired. The Public Hearing at the February 27, 2025 Council meeting will be open and closed without any action. The letting for Phase 1A was held on February 4, 2025 and the project was awarded to Concrete Technologies, Inc. (CTI), in the amount of \$4,294,120.31, at the February 13, 2025 Council meeting. The project is scheduled to be completed by November of 2025.**

Little Walnut Creek Restoration Project (RT) – At the January 12, 2023, Council Meeting, Council approved a PSA with Stantec for the streambank restoration design, trail design, mitigation banking and ecological restoration and Stantec is currently working on the design elements. The design and construction was coordinated with the construction of the Waukee NE Outfall Sewer. Council approved an amendment to the PSA with Stantec at the May 4, 2023, Council meeting. Staff provided Council with a project update at the August 10, 2023 Council meeting. The City awarded the east streambank improvements project to Iowa Earth Works at the December 14, 2023 City Council Meeting in the amount of \$762,452.95, which was 51% below the project estimate. The contractor is currently working on the project. Council approved an addendum extending the date for substantial completion to December 31, 2024 to accommodate the delay in obtaining the DNR permit.

Staff expects final plans for the east trail construction/reconstruction in December of 2024. The City has received 90% plans for the west stream bank improvements and Stantec is working on 90% plans for the west trail. The draft prospectus for the Mitigation Banking has been accepted and Stantec is working on updating the draft banking element of the project. In addition, Stantec is working on the ecological restoration portion of the project.

The East Trail project will be let on March 4, 2025 and will be on the March 13, 2025 Council agenda for award.

Current Construction Schedule:	East Streambank work	2023-2024
	East Trail reconstruction	2025
	West Streambank work	2025
	West Trail construction	2026

Street Services Level and Projects Strategy: PCI Data and Study Update (JM) – This includes an update of the PCI data and an update of the maintenance, rehabilitation and reconstruction costs included in the 2017 Study. The project will also include training of Clive's Civil Engineer for the dTims software used to keep the PCI data. Council approved the Professional Services Agreement for the update at the December 12, 2024 Council meeting. A kickoff meeting for the update was held on January 6, 2025. HR Green is working on the update.

2024-25 Management Agenda Actions: Low Priority

WRA Parallel Trunk Sewer (JM) – The WRA is preparing to install a parallel trunk sewer that will pass through the Clive greenbelt from NW 73rd Street to west of NW 128th Street where it crosses Hickman Road into Urbandale. Staff met with the WRA's consultant on August 7, 2023. Staff received 60% plans and met with the Consultant on July 25, 2024 to go over the plans. The WRA consultant has been working with impacted residents and has changed the alignment due to those discussions. Staff is currently waiting on the revised 90% plans for Phase 1, from west of I35/80 to the west/northwest. The Consultant will complete the acquisition plats in November and will begin contacting property owners. Phase 1 is planned to be let in July of 2025. The 60% plans for Phase 2 will be provided in January/February of 2025, with the Phase 2 letting planned for the spring of 2026. **Staff has reviewed the 90% plans and provided comments. Snyder will let us know when they plan to start property acquisitions.**

Plan for Converting Radio to Fiber Communications in Water Distribution System (JF/KF) – The City currently utilizes radio communications for meter reads and water system information. Staff has identified the fiber needed to connect the entire system with fiber and is talking with Waukee and West Des Moines to inquire about the availability of fiber in their systems to provide some redundancy for our fiber system. The plan is to have a plan and an estimate for the 2025 CIP process.

Public Work Lobby and Breakroom Security (JM/JS) – This includes improvement to the Public Works breakroom, lobby, and security. The plans are finalized, and staff is obtaining permits and starting preparation for the remodel. Work is underway on this project. Construction will be completed in the winter of 24/25.

University Boulevard Pump Station Relocation Project (JH/JC/KF) – This project includes the upgrading of the pump station controls and the covering of the station. Council approved a PSA with Snyder and Associates and the design process started with a kickoff meeting on April 21, 2022. The consultant is working on the project and has identified 2 options. Staff met with Snyder on April 18, 2023, and discussed the options. Snyder met with staff on August 2nd to review the preliminary plans. Staff met with Snyder on March 28, 2024. Snyder is updating the opinion of probable cost (OPC) and will finish preliminary plans in preparation for submitting a mitigation funding grant. Doug Ollendike obtained state assistance on preparation of the grant and staff has started working on the grant application process. Council approved an addendum for the design of the pump station relocation at the November 14, 2024 Council meeting and staff is currently working on preparation of a BRIC Grant submittal.

Snow Removal Policy and Related Ordinances (JM/JF) - This includes a review of the City's Snow Removal Policy and related Ordinances. Staff plans to collect data over the 24/25 winter.

Right-of-Way Management (A) Small Wireless Facilities Policies: Revision (JM/JF/JA) – Small Wireless Facilities (SWF) – Council approved the revised policy at the November 9, 2023, Council Meeting. **(B) ROW Policies for Private Infrastructure (JM/JF/JA)** – Staff is working on the fiber/ROW policy.

Herbicide & Pesticide Policy (MS4 Review) (JM/RT) – One of the items identified in the last MS4 review was the need to make sure we are not applying more herbicides and pesticides than are actually needed. Staff will be reviewing our operations to see what changes are needed to ensure we are only applying what is needed and making recommendations on how we should proceed with chemical applications in the future. Staff is reviewing the final draft of the report and will submit the report to the City Manager.

2024-25 Management In Progress

Public Works Certification (JF) – This is an on-going project. Two years ago the City implemented certification incentives for water and wastewater certifications. We continue to work with staff to obtain the available certifications. The City hosted a sanitary sewer collection system certification test and had 9 employees receive their Collection System Grade 1 and 1 received their Grade 2. Another employee has received their Grade 3 water distribution certification.

Staff CDL Training Program (JM/JF) – New requirements for obtaining a Commercial Driver's License (CDL) have been established that include online training and classroom training. The costs and time associated with obtaining a CDL become an issue. In addition, hiring new staff that already have a CDL has become difficult. Staff has researched options and has found a company in Ankeny, CDL Now, that provides the necessary training and provides the truck for their students to drive. The cost is \$1,050 per person, which is less than half of other options. Two Public Works employee have obtained their CDL through this company and based on how well this company has worked, staff will formalize a policy and present it to Council.

Service Work Order Mobile App: Implementation (JF/KF) – Staff is currently using the app for meter reads. Staff continues to expand the use of the app to new construction and problem lists.

Large Meter Replacement (KF) – The City was previously replacing large meters that had reached the end of their service life and reached the point where no more needed to be replaced. We are now to the point where we need to start replacing large meters again. Staff continues to work on large meter replacements.

Clive Detention Basins and Ongoing Development Basins Maintenance/Repair Schedule (RT) – Staff has completed inspections of all public basins. Staff still need to inspect the private basins. Staff is working on a maintenance plan.

Lead/Copper Service Line Inventory Survey Completion (KF) - EPA released rule revisions that require cities to complete an inventory of the water services in their communities. The revision requires this inventory to be completed by October 16, 2024. Clive has required all services installed since 1999 to have copper services. This means all services installed prior to 1999 must be inspected. Staff has created a survey that can be completed by homeowners to assist with the identification of the services. Information on the survey was sent out to residents in the October Newsletter. Staff sent out the first postcard campaign to encourage residents to provide the City with information on their services and received a very good response. Staff (Matthew Graham) found documentation of the City requiring copper on residential services starting in 1959. This has reduced the number of properties to inspect to less than 200. Staff has completed the inventory of all necessary properties submitted the data by the October 15, 2024 deadline. The City sent 45 letters to residents with potential galvanized water lines. Staff is currently inspecting the water services of the recipients of the letters as they call with questions.

Traffic Not Stopping at Stop Signs Policy (JM) – Staff is finishing up a draft policy and plans to present it to Council for discussion.

MS4: 2025 Annual Reporting, Annual Inspection, Process Improvement (RT) – This is the annual report that must be submitted to maintain the City's MS4 permit. The report has been submitted for 2024.

Development Infrastructure Policies/SOP (JM) – Staff is working on these policies.

Informational Handouts for Private Improvements (JM/JH/JF) – Staff is finalizing the handouts.

5-Year Implementation Plan of Recommendations of 2016 Watershed MP (RT) – Staff is working on the recommendations.

Railroad Crossing Swanson Blvd Rehab: Evaluation Report (JH/JC) - Staff is working on identifying funding opportunities and working with CBI on their private spur.

Stormwater Sewer Shed Development: Review (RT) - Staff will complete the review of the stormwater sewer shed.

Harbach District 1/Harbach Blvd Stormwater Pilot Program: Re-Evaluation (RT) - Staff will review the Pilot Program.

2024-25 Major Projects

Annual Soil Quality Restoration (SQR) Citywide Cost-Share Program (JM/JMc) - The 2024 program is complete.

Annual GridSmart Detection at 128th & Sunset (CS) – This has been completed.

Annual 2024 ACT Cabinet: Installation (JF/CS) - This project included the replacement and relocation of the cabinet at NW 86th & Franklin. This project was a holdover from 2023 that required additional funding due to the relocation and the need for an easement. This work will now be completed in the Spring of 2025.

Clark and NW 101st Crosswalk Replacement: Completion (JF/JS) - Staff has completed the replacement of the crosswalk. Some minor restoration work remains.

Completion of ACT Traffic Cabinets Replacement: Funding (JF/CS) - Staff included funding for completing the replacement/upgrade of the remaining traffic cabinets to ACT cabinets in the CIP approved on December 12, 2024.

Annual Berkshire and Boston Street Light LED Relamp (CS) – The 2024 relamp has been completed.

2024 Walk/Don't Walk Countdown Signals: Installation (CS) – The materials have been received and staff will complete the installation by the end of 2024.

Public Works/MWA Recycling Pad Signage (JH/JS) – Staff has finalized the design and has submitted the drawings to the MWA to confirm that the design is acceptable to the MWA. Staff has reached out to the MWA to confirm the final design and the MWA has requested another copy of the plans. Final plans have been completed. Staff has completed pouring the pad, sidewalk, and approach. The contractor has installed the fence, and the pad is currently in use. **Staff has contacted the MWA and the MWA is working on providing signs.** Staff will complete restoration and install signage in the Spring.

Annual 2024 Pavement Rehabilitation Projects (JH/JC) – **(A) Residential PCC Patching** - This project was awarded at the February 8, 2024 Council meeting, to The Concrete Contracting Company in the amount of \$591,506.25. The preconstruction meeting was held on March 12, 2024. The Contractor has completed the work on this project. Staff is working on closing out the project. **(B) Arterial PCC Patching** – This project was awarded at the February 1, 2024 Council meeting, to The Concrete Contracting Company in the amount of \$985,337.50. The contractor has completed the work on this project and staff is working on closing out the project. **(C) Asphalt Overlay – (A) Annual HMA Project** - The project was awarded at the March 14, 2024, to Des Moines Asphalt in the amount of \$508, 646.30. A preconstruction meeting was held on April 18, 2024. The contractor has placed the asphalt overlay, sidewalks, and ramps. The contractor has completed the work on this project. **(B) Country Club Boulevard** - A second asphalt overlay project on Country Club Boulevard was let and awarded. The contractor will not start on this project until the spring of 2025.

Annual 2025 Pavement Rehabilitation Projects (JH/JC) – **(A) Residential PCC Patching** – Staff is working on the plans for this project and plans to hold a Public Hearing for the project and award the project on March 13, 2025. **(B) Arterial PCC Patching – This project was be let on February 4, 2025 and was awarded to SKOL Trucking, LLC, in the amount of \$418,691.00 at the February 13, 2025 Council meeting.** **(C) Asphalt Overlay – This project was let on February 4, 2025 and was awarded to Caliber Concrete in the amount of \$770,789.72 at the February 13, 2025 Council meeting.**

Hickman Road & NW 161st Street Traffic Signalization Project Design (JH) – This is a shared project between Clive (75%) and Waukee (25%). The City of Clive (Clive) approved a site plan for the construction of a new Fareway store at the intersection of NW 161st Street and Hickman Road. As part of the Iowa DOT review, the DOT required that the intersection be signalized and the first intersection to the east be closed. The DOT said it would allow the store to open prior to the completion of the improvements, but the improvements need to be installed as soon as possible. Staff approved a PSA with Snyder & Associates for the signalization, median modifications, and some improvements on the south side of Hickman. Snyder completed the 90% plans and submitted them to the Iowa DOT for review. Due to new development being proposed on the southeast corner of the intersection, Clive and Waukee have requested that the improvements on the south side of Hickman be removed from this project and the project proceed with the signalization and median improvements. The improvements on the south side of Hickman will be let in a separate project and will include the completion of the street with a divided median from Hickman south to the corporate limit. Bids were received and the contract was awarded at the April 27, 2023, Council Meeting. The work has been completed and the signals are active.

NW 99th Court Reconstruction (JH/JC) – This project was added during the CIP approval process. Staff is waiting on survey needed to start the design of the improvements. Staff held a preliminary public engagement meeting with the residents on September 13, 2023. Staff held a preliminary public engagement meeting with the residents on September 13, 2023. This project was awarded at the February 8, 2024 Council meeting, to Mainline Construction in the amount of \$1,521,703.44. A second public engagement meeting was held with residents on Tuesday, March 5, 2024. The preconstruction meeting was held on March 14, 2024 and the contractor started working on the project on April 29, 2024. The contractor completed the work on stages 1, 2 and 3 on time and received the incentive for all 3 stages. The contractor has completed the restoration on this project but did not meet the completion date for all work (November 8, 2024). **Some restoration will take place in the Spring.**

Emerald Isle Drive Reconstruction (JH/JC) – The developer plans to complete the sanitary sewer connection for the car wash this year. Street construction will start in the spring of 2025.

Annual Stormwater Restoration Projects: Completion (RT) – PW staff is finalizing the work on this project which included a WQI Grant for work on a basin north of Little Walnut Creek and South of NW 168th Street. Restoration remains.

2021-22 Annual Sewer Lining Program (JM) – This project is currently under contract with AccuJet and had a completion date of March 31, 2022. The preconstruction meeting was held on November 29th, 2021. The contractor encountered issues and is struggling to complete the project. There is still 1 sewer main left to line and some spots to touchup on this project. Staff has contacted the contractor and requested immediate completion of the work. The contractor is not responding to our calls. Staff has completed the review of AccuJet's work and is finalizing the identification of the deficiencies. Staff will then work with the City's legal staff to contact the bonding company to complete this project.

2024-25 Annual Sewer Lining Program (JM) – The Public Hearing was set at the November 14, 2024, City Council Meeting. Bids were received on December 3, 2024 and will be presented to Council at the December 12, 2024 Council Meeting. **The Contractor has completed the project and the project was accepted at the February 13, 2025 City Council meeting.**

Automatic Valves at Hawthorn, NW 86th and NW 118th – Replace valves and vaults – (KF) – The valves are approaching the end of their service life, and the maintenance has increased. Replacement parts are very difficult to find if they are available at all. The Hawthorn valve has been replaced and the replacement of the other 2 valves has been included in the FY 25 budget. Staff is working to schedule the install of the valves.

NW 114th Street Reconstruction (JH/JC) – This project includes the reconstruction of NW 111th /NW 114th from where the pavement currently narrows to the Walnut Creek bridge. The reconstruction will include the addition of a turning lane. Staff has met with the 3 impacted businesses. Staff has completed the final design for this project and bids will be received on January 25, 2024. This project was awarded at the February 1, 2024 Council meeting, to the Alliance Construction Group in the amount of \$1,349,523.50. The preconstruction meeting was held on April 2, 2024 and the contractor started removals on April 23, 2024. The contractor could not start working on utilities until MidAmerican completed their relocation work. MidAmerican did not complete their relocations until Labor day. This project was delayed almost 8 weeks by MidAmerican's relocations. The contractor has completed stage 1 and stage 2 and the street is now open. The delays caused by MidAmerican will require stage 3 be completed in the spring/summer of 2025.

Annual City Owned Street Light Pole Painting (2025): Completion (JF/CS) - This will be completed in the summer of 2025.

Flashing School Safety Systems at Douglas Ave and Shuler Elementary (JF/CS) - This project includes the replacement of the school zone flashers. The funds to replace of the flashers will be included in the FY 26 budget request.

Public Works Site Improvements Design & Approval (JM) – Staff will develop the plans for proposed future site plan improvements at the Public Works site.

Forest Ave Water Main Replacement: Completion (JC) – Plans are complete and the project was let on February 18, 2025 and the project will be on the February 27, 2025 Council agenda for approval.

NW 142nd and University Intersection Replacement (JH) - This is part of the 2025 Arterial PCC Project.

NW 86th Street Light Cabinet Replacement (JF & CS) - This project includes the replacement of 2 street light cabinets that have rusted out. The new cabinets will be stainless steel and have been ordered.

Annual 2025 ACT Cabinet: Installation (JF/CS) - This project will include the replacement of the cabinet at NW 100th and Clark. This work will be completed in the summer of 2025.

Harbach Boulevard Reconstruction Phase 2 – 82nd to 86th: Design & ROW Acquisition (JH/JC) – Staff has developed preliminary plans. This project is currently on hold to allow coordination with the proposed Linnan Park improvements. The conceptual design of this section of Harbach will be completed by a consultant as part of the Linnan Park improvements design. Engineering will complete the final design of the Harbach reconstruction after the consultant provides the conceptual design for the street. The design PSA has been approved and includes the consultant providing the City with 30% plans for the street. Staff is working to find a time in the next 3 weeks to meet with the consultant to review the 30% plans. We will begin working on final plans once we receive the completed 30% plans.



Memo

TO: Mayor and Council members

FROM: Elizabeth Hansen, Director of Administrative Services

DATE: February 27, 2025

RE: Treasurer's Report - January 2025

SYNOPSIS:

Please see the attached report.

Attachments:

1. Jan 25 Treasurer's Report

To the Mayor and City Council:

TREASURER'S MONTHLY REPORT - CITY OF CLIVE

January 1, 2025

The following is the statement of Receipts, Cash and Investments of all funds of the City for the Month of January

CASH

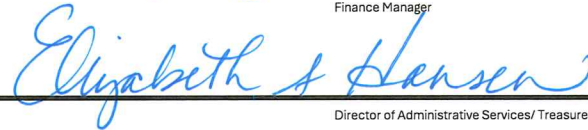
FUND	Clerks' Balance Last Report	Revenue	Expenditures	Flex PR Clearing - Net Change	Clerk's Balance	Outstanding Checks	Treasurer's Balance
GENERAL	11,662,397.32	564,511.15	1,353,206.89	(2,411.68)	10,871,289.90	169,016.61	10,702,273.29
ROAD USE	2,270,050.84	221,017.04	90,853.27	-	2,400,214.61	631.43	2,399,583.18
LOCAL OPTION SALES TAX	2,404,306.47	459,543.81	0.00	-	2,863,850.28	-	2,863,850.28
TIF	1,100,350.81	6,285.15	0.00	-	1,106,635.96	-	1,106,635.96
POLICE K-9	29,527.31	625.00	22,346.72	-	7,805.59	-	7,805.59
TRUST & AGENCY	2,933,904.26	18,682.09	243,086.26	-	2,709,500.09	31,612.53	2,677,887.56
POLICE SEIZURES	19,781.88	0.00	0.00	-	19,781.88	-	19,781.88
SERT	0.00	0.00	0.00	-	0.00	-	0.00
DEBT SERVICE	2,396,130.18	21,672.24	0.00	-	2,417,802.42	-	2,417,802.42
CAPITAL PROJECTS	36,569,385.28	221,986.93	1,069,256.10	-	35,722,116.11	-	35,722,116.11
SPECIAL ASSESSMENT	0.00	0.00	0.00	-	0.00	-	0.00
WATER UTILITY	10,046,957.87	406,184.78	324,215.39	-	10,128,927.26	879.51	10,128,047.75
WATER UTILITY DEPOSIT	363,782.13	2,500.00	1,358.64	-	364,923.49	1,883.11	363,040.38
WATER IMPROVEMENT	7,988.15	0.00	0.00	-	7,988.15	-	7,988.15
SEWER UTILITY	7,793,747.08	331,291.66	200,404.29	-	7,924,634.45	204.23	7,924,430.22
STORM WATER	980,848.31	156,438.57	41,069.20	-	1,096,217.68	17,920.79	1,078,296.89
INTERNAL SERVICES	-240,294.48	9,416.25	135,891.21	-	-366,769.44	-	-366,769.44
SUBTOTAL	78,338,863.41	2,420,154.67	3,481,687.97	(2,411.68)	77,274,918.43	222,148.21	77,052,770.22
PETTY CASH	700.00	0.00			700.00		700.00
TOTAL COMB CASH	78,339,563.41	2,420,154.67	3,481,687.97	(2,411.68)	77,275,618.43	222,148.21	77,053,470.22
EBS- PSF FUNDING	275,722.00	0.00	0.00	-	275,722.00	-	275,722.00
EBS- FLEX FUNDING*	98,684.65	6,579.50	11,386.51	-	93,877.64	-	93,877.64
GRAND TOTAL	78,615,285.41	2,420,154.67	3,481,687.97	(2,411.68)	77,551,340.43	222,148.21	77,329,192.22

I hereby certify that the above statement is true and correct.

The above indicated Clerk's balance agrees with those upon the Clerk's books.



Finance Manager



Director of Administrative Services/ Treasurer

CITY OF CLIVE
COMBINED CASH INVESTMENT
JANUARY 31, 2025

COMBINED CASH ACCOUNTS

999-10100	CASH	77,250,434.48	
999-10101	PETTY CASH	700.00	
999-10106	EBS- PSF	275,722.00	
999-10110	XPRESS DEPOSIT ACCOUNT	24,483.95	
TOTAL COMBINED CASH			77,551,340.43
TOTAL ALLOCATED CASH			(77,551,340.43)
TOTAL UNALLOCATED CASH			.00

CASH ALLOCATION RECONCILIATION

1	ALLOCATION TO GENERAL FUND		10,871,289.90
110	ALLOCATION TO ROAD USE TAX		2,400,214.61
121	ALLOCATION TO LOCAL OPTION SALES TAX		2,863,850.28
123	ALLOCATION TO TIF FUND		1,106,635.96
167	ALLOCATION TO POLICE K9	7,805.59	
168	ALLOCATION TO T & A FUND - BENEFITS & INSUR	2,659,816.62	
169	ALLOCATION TO T & A FUND - LIBRARY	21,162.35	
170	ALLOCATION TO T & A FUND - PUBLIC ART MAINT	21,102.00	
172	ALLOCATION TO PSF- EBS ACCOUNT	275,722.00	
174	ALLOCATION TO T & A FUND - PARK RESERVE	8,011.31	
TOTAL T&A			2,993,619.87
177	ALLOCATION TO FORFEITURES/EQUITABLE SHARING		(592.19)
178	ALLOCATION TO POLICE SEIZURES		19,781.88
200	ALLOCATION TO DEBT SERVICE		2,417,802.42
330	ALLOCATION TO CAP PJTS - TIF PROJECTS	23,263.39	
331	ALLOCATION TO CAP PJTS - AMERICAN RESCUE PLN	430,786.59	
332	ALLOCATION TO CAP PJTS - SOIL QUALITY RES	(28,021.05)	
334	ALLOCATION TO CAP PJTS-TRAFFIC IMPROVE & SAF	162,634.53	
337	ALLOCATION TO CAP PJTS - PUBLIC SAFETY FACIL	24,839.15	
338	ALLOCATION TO CAP PJTS - PW ROOF AND DOORS	183,194.51	
339	ALLOCATION TO CAP PJTS -NW 86TH LAND ACQ	86,398.85	
340	ALLOCATION TO CAP PJTS- UNIV BLVD FLD MIT PL	(23,832.26)	
341	ALLOCATION TO CAP PJTS - FLOOD ALERT	38,330.39	
342	ALLOCATION TO CAP PJTS - FLOOD PRONE PROPERT	2,865,037.29	
345	ALLOCATION TO CAP PJTS - EMERALD ISLE DEVEL	368,008.97	
346	ALLOCATION TO CAP PJTS - 2022 HMGP SUBAWARD	506,423.50	
348	ALLOCATION TO CAP PJTS - FLD BUYOUT TEMP PK	220,360.00	
350	ALLOCATION TO CAP PJTS- CITY FACILITY IMPR	4,051,527.11	
351	ALLOCATION TO CAP PJTS - CODE ENF PROJ	(23,250.00)	
356	ALLOCATION TO CAP PJTS - WEST PET	18,618.91	
357	ALLOCATION TO CAP PJTS - WATER RESOURCE GRTS	542.05	
358	ALLOCATION TO CAP PJTS - TREE SALE	4,199.80	
366	ALLOCATION TO CAP PJTS-PORTER SHELTER AREA	209,588.00	
369	ALLOCATION TO CAP PJTS - CAMPBELL REC AREA	31,977.00	
371	ALLOCATION TO CAP PJTS - N NEIGHB PK LAND	66,394.90	
372	ALLOCATION TO CAP PJTS -CANARY PARK DEVELOP	24,199.22	
374	ALLOCATION TO CAP PJTS - GREENBELT LANDING	6,862,506.62	
375	ALLOCATION TO CAP PJTS - GREENBELT MGMT PLAN	152,266.90	
382	ALLOCATION TO CAP PJTS - 86TH ST IMPL PLAN	40,000.00	

CITY OF CLIVE
COMBINED CASH INVESTMENT
JANUARY 31, 2025

387	ALLOCATION TO CAP PJTS - LINNAN PK	4,090,642.04	
388	ALLOCATION TO CAP PJTS - INDIAN HILLS PARK	197,946.60	
389	ALLOCATION TO CAP PJTS - LITTLE WALNUT CREEK	7,944,988.72	
390	ALLOCATION TO CAP PJTS - CIRKSENA PARK	66,879.60	
391	ALLOCATION TO CAP PJTS - TRAIL PAVE/PARK CAP	22,638.53	
392	ALLOCATION TO CAP PJTS -CITY WIDE SIGN PROG	37,920.83	
393	ALLOCATION TO CAP PJTS - WALNUT HILLS STORMW	(51,063.29)	
395	ALLOCATION TO CAP PJTS - HARBACH RECON	110,610.07	
396	ALLOCATION TO CAP PJTS - NW 128TH & HICKMAN	881,219.15	
398	ALLOCATION TO CAP PJTS - MEREDITH/ALICE RD	288,981.16	
399	ALLOCATION TO CAP PJTS - NW161ST/HICKMAN RD	(448,147.57)	
400	ALLOCATION TO CAP PJTS - NW161ST/HICKMAN LP	582,139.72	
427	ALLOCATION TO CAP PJTS - STORM WATER CAPITAL	97,476.98	
429	ALLOCATION TO CAP PJTS - SEWER REHAB	180,092.17	
430	ALLOCATION TO CAP PJTS - METER/VALVE CHG OUT	(12,243.46)	
433	ALLOCATION TO CAP PJTS - SEWER CAPITAL	514,962.04	
435	ALLOCATION TO CAP PJTS - WATER CAPITAL	372,622.17	
436	ALLOCATION TO CAP PJTS - UNIV BLVD PUMP STAT	150,000.00	
454	ALLOCATION TO CAP PJTS - NORTH NEIGHBOR IMPR	155,753.98	
457	ALLOCATION TO CAP PJTS - N NEIGH ARTERIAL RD	793,256.55	
462	ALLOCATION TO CAP PJTS - HICKMAN I-35/80 INT	317,310.67	
464	ALLOCATION TO CAP PJTS -ALICES RD IMPROV	3,809,172.35	
465	ALLOCATION TO CAP PJTS - NW 142ND ST PAVE RE	120,930.19	
468	ALLOCATION TO CAP PJTS - N NEIGHBOR ST LIGHT	2,656.01	
471	ALLOCATION TO CAP PJTS - 111TH & HICKMAN INT	692,580.70	
476	ALLOCATION TO CAP PJTS - FRANCHISE ST PROJ	(1,267,121.96)	
480	ALLOCATION TO CAP PJTS - NW 99TH CT RECON	(851,175.64)	
482	ALLOCATION TO CAP PJTS-DEVELOPMENT PLANNING	8,289.65	
483	ALLOCATION TO CAP PJTS- AIRPORT TERMINAL	517,260.00	
485	ALLOCATION TO CAP PJTS - PUBLIC ART CAPITAL	99,543.78	
TOTAL PROJECTS			35,722,116.11
TOTAL SPECIAL ASSESMENTS			.00
600	ALLOCATION TO WATER UTILITY FUND	10,128,927.26	
601	ALLOCATION TO WATER UTILITY DEPOSIT FUND	364,923.49	
604	ALLOCATION TO WATER IMPROVEMENT FUND	7,988.15	
610	ALLOCATION TO SEWER UTILITY FUND	7,924,634.45	
740	ALLOCATION TO STORM WATER FUND	1,096,217.68	
810	ALLOCATION TO INTERNAL SERVICE FUND	(366,769.44)	
830	ALLOCATION TO PETTY CASH FUND	700.00	
TOTAL			19,156,621.59
TOTAL ESCROW ACCOUNT			.00
TOTAL ALLOCATIONS TO OTHER FUNDS			77,551,340.43
ALLOCATION FROM COMBINED CASH FUND - 999-10111		(77,551,340.43)	
ZERO PROOF IF ALLOCATIONS BALANCE			.00



Memo

TO: Mayor and Council members

FROM: Matthew Graham, City Clerk

DATE: February 27, 2025

RE: Approve 02/13/2025 City Council Minutes

SYNOPSIS:

Attachments:

1. cc Minutes 02_13_2025

**CLIVE CITY COUNCIL MEETING MINUTES
REGULAR MEETING
FEBRUARY 13, 2025
CLIVE PUBLIC SAFETY CENTER TRAINING ROOM**

Call to Order/Roll Call/Pledge of Allegiance

Mayor Edwards presided and called the meeting to order at 6:00 p.m. Council Members present were: Ted Weaver, Michael McCoy (via Zoom), Srikant Mikkilineni (via Zoom, arrived in person at 6:29 p.m.), Susan Judkins, Eric Klein. Absent: none. Public access was provided in person at the Clive Public Safety Center, and via Zoom platform. Information on how to access via Zoom was provided on social media, posted with the agenda at City Hall and on the city website, cityofclive.com.

Approval of the Agenda

Eric Klein moved approval, seconded by Ted Weaver. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried.

Consent Items

Eric Klein moved approval, seconded by Ted Weaver. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried. 1. Approve 02/06/2025 City Council Minutes; 2. **Resolution 2025-025** Accepting Work - 2024/25 Sanitary Sewer Lining Program - Municipal Pipe Tool Company, LLC; 3. **Resolution 2025-026** Approving Change Order #1-Final - Municipal Pipe Tool Company LLC - 2024/2025 Sanitary Sewer Lining Program - \$1,546.99; 4. Approve Pay Request #1 - Municipal Pipe Tool Company LLC - 2024/2025 Sanitary Sewer Lining Program - \$144,266.41; 5. Approve Pay Request #1 - Mid American Glazing - City Hall & Library Renovation Phase 1 - \$1,425.00; 6. Approve Pay Request #1 - Dahl Air Conditioning & Heating LLC - City Hall & Library Renovation Phase 1 - \$39,468.70; 7. Approve Pay Request #1 - Keystone Construction Services LLC - City Hall & Library Renovation Phase 1 - \$54,395.10; 8. Approve Pay Request #1 - Elite Fire Sprinkler Systems - City Hall & Library Renovation Phase 1 - \$9,004.10; 9. Approve Pay Request #1 - LA Fulton & Sons - City Hall & Library Renovation Phase 1 - \$10,735.70; 10. Approve Pay Request #2 - Country Landscapes - Greenbelt Landing Construction Project - \$12,941.37; 11. Approve Pay Request #2 (Final) - D.W. Zinser Company - 2814 W Avenue Demolition Project - \$1,475.00 (Retainage); 12. Approve Pay Request #4 - Keystone Construction Services LLC - Greenbelt Landing Construction Project - \$33,506.50; 13. Approve Pay Request #4 - Central Iowa Mechanical - Greenbelt Landing Construction Project - \$37,920.04; 14. Approve Pay Request #8 (retainage release) - Sternquist Construction - Hickman Road & NW 161st Street Phase 2 Intersection Improvement Project - \$11,139.60; 15. Approve Capital Equipment Purchase - Chevrolet Utility Box Pickup - Karl Automotive Group - \$66,626.40; 16. **Resolution 2025-027** Accepting 1st Amendment to Surface Water Flowage Easement for Walnut Creek Hills of Clive Plat 2, Lot 17 - 4494 NW 164th Street; 17. **Resolution 2025-028** Accepting Temporary Construction Easement - Linnan Park Project - Lot 2 and Lot 3 in Block 15, Ravenwood Plat; 18. **Resolution 2025-029** Accepting Permanent Public City Improvement Easement - Linnan Park Project - Lot 2 and Lot 3 in Block 15, Ravenwood Plat; 19. **Resolution 2025-030** Approving Amended and New Job Descriptions; 20. City Manager Memo.

Action Items

1. **Public Hearing - Alice's Road Reconstruction Project - Phase 1A - Property Acquisitions.** Public Hearing Notice published 01/27/2025 in the Des Moines Register. Public Works Director Jeff May presented the matter to the Council and recommended approval. Ted Weaver moved to continue the public hearing until the 02/27/2025 Council Meeting, seconded by Eric Klein. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried.
 - a. **Resolution 2025-031** Approving and Authorizing a Public Improvement Project to Construct the Alice's Road Improvements Phase 1A Project and to Acquire Land for the

Project by Purchase, and, If Necessary, to Authorize the Use and Acquisition of Property by Eminent Domain. **No action taken at this time.**

2. **Public Hearing - Alice's Road Reconstruction Project - Phase 1A Construction.** Public Hearing Notice published 01/27/2025 in the Des Moines Register. Public Works Director Jeff May presented the matter to the Council and recommended awarding to Concrete Technologies, Inc. Eric Klein moved to close the public hearing, seconded by Ted Weaver. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried.
 - a. **Resolution 2025-032 Approving Plans and Specifications.** Eric Klein moved to Approve Plans and Specs, seconded by Ted Weaver. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried.
 - b. **Receipt of Bids.** Eric Klein moved to receive the bids, seconded by Ted Weaver. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried.
 - c. **Resolution 2025-033 Awarding Contract - Concrete Technologies, Inc. - \$4,294,120.31.** Eric Klein moved to award contract, seconded by Ted Weaver. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried.
3. **Public Hearing - 2025 Arterial PCC Pavement Rehabilitation Project.** Public Hearing Notice published 01/27/2025 in the Des Moines Register. Engineering Services Administrator Jim Hagelie presented the matter to the Council and recommended awarding to SKOL Trucking, LLC. Ted Weaver moved to close the public hearing, seconded by Eric Klein. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried.
 - a. **Resolution 2025-034 Approving Plans and Specifications.** Ted Weaver moved to Approve Plans and Specs, seconded by Eric Klein. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried.
 - b. **Receipt of Bids.** Ted Weaver moved to receive the bids, seconded by Eric Klein. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried.
 - c. **Resolution 2025-035 Awarding Contract - SKOL Trucking, LLC - \$418,691.00.** Ted Weaver moved to award contract, seconded by Eric Klein. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried.
4. **Public Hearing - 2025 NW 138th Street HMA Overlay Project.** Public Hearing Notice published 01/27/2025 in the Des Moines Register. Civil Engineer Jonathan Cygan presented the matter to the Council and recommended awarding to Caliber Concrete, LLC. Eric Klein moved to close the public hearing, seconded by Ted Weaver. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried.
 - a. **Resolution 2025-036 Approving Plans and Specifications.** Eric Klein moved to Approve Plans and Specs, seconded by Ted Weaver. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried.
 - b. **Receipt of Bids.** Eric Klein moved to receive the bids, seconded by Ted Weaver. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried.
 - c. **Resolution 2025-037 Awarding Contract - Caliber Concrete LLC - \$770,789.72.** Eric Klein moved to award contract, seconded by Ted Weaver. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried.

5. **Resolution 2025-038 Approving Purchase - City Hall & Library Renovation Phase 1 - Furniture Acquisition and Installation - All Makes, Inc. - \$226,570.62.** City Manager Matt McQuillen presented the matter to the Council and recommended approval. Michael McCoy moved approval, seconded by Ted Weaver. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried.

Presentation

1. **FY 2025-26 Budget Workshop #1 - Public Works Department - Road Use Tax and Utility Funds.** City Manager Matt McQuillen introduced the matter to the Council. Public Works Director Jeff May, Director of Administrative Services Elizabeth Hansen, and Finance Manager Corey Eastman provided a presentation and facilitated discussions.

Closed Session

1. **Strategy Meeting - Collective Bargaining.** Eric Klein moved to enter closed session at 7:35 p.m., under Iowa Code Section 20.17(3), seconded by Ted Weaver. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried. Eric Klein moved to come out of closed session at 8:06 p.m., seconded by Ted Weaver. Roll Call: Ayes: Ted Weaver, Michael McCoy, Srikant Mikkilineni, Susan Judkins, Eric Klein. Nays: None. Abstained: None. Motion carried. **Mayor Edwards declared that no action was taken while in closed session.**

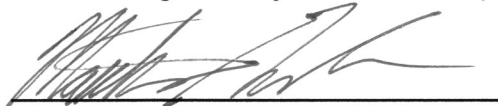
Reports

Assistant City Manager Report was given by Pete De Kock.

Council Member Committee Reports were given.

City Manager Report was given by Matt McQuillen.

The meeting was adjourned at 8:19 p.m.



Matthew D. Graham, City Clerk

John D. Edwards, Mayor



Memo

TO: Mayor and Council members

FROM: Matthew Graham, City Clerk

DATE: February 27, 2025

RE: Bill List

SYNOPSIS:

Attachments:

1. 20250224120413332

Date Paid	Vendor Name	Description	Amount Paid
02/24/2025	ACLARA TECHNOLOGIES LLC	MTU WATER READING DEVICES	27,303.00
02/24/2025	ACME TOOLS	REPLACEMENT IMPACT	439.99
02/24/2025	ACME TOOLS	CREDIT	90.99-
02/24/2025	ACME TOOLS	SDS DRILL BIT	89.97
02/24/2025	ADVENTURE LIGHTING	MONUMENT SIGN LIGHTING REPAIRS	395.02
02/07/2025	AFLAC	CURRENT PAY WITHHOLDING AFLAC PRE TAX Pay Period: 2/1/2025	91.32
02/21/2025	AFLAC	CURRENT PAY WITHHOLDING AFLAC PRE TAX Pay Period: 2/15/2025	91.32
02/24/2025	AIA CORPORATION	TUCKER UNIFORM ALLOWANCE	102.85
02/24/2025	AIA CORPORATION	PARMELEE UNIFORM ALLOWANCE	64.35
02/05/2025	AIR-CON MECHANICAL CORP	GREENBELT LANDING CONSTRUCT PRJCT PAY REQ 3	8,787.50
02/24/2025	ALL FORMS & SUPPLIES LTD	PRINTING	75.00
02/24/2025	ALL FORMS & SUPPLIES LTD	PRINTING	94.50
02/24/2025	ALL FORMS & SUPPLIES LTD	PRINTING	40.00
02/05/2025	ALLIANCE CONSTRUCTION GROUP LLC	NW 114TH ST RECON PAY REQ 10	5,796.90
02/24/2025	AMAZON CAPITAL SERVICES	RUNNER MAT LOWER LEVEL	83.60
02/24/2025	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	22.20
02/24/2025	AMAZON CAPITAL SERVICES	PW REMODEL	229.95
02/24/2025	AMAZON CAPITAL SERVICES	DEER REPELLENT	44.38
02/24/2025	AMAZON CAPITAL SERVICES	PRINTER INK	159.58
02/24/2025	AMAZON CAPITAL SERVICES	VENDING MACHINE FAN	35.08
02/24/2025	AMAZON CAPITAL SERVICES	BOARD RECOGNITION FRAMES	39.90
02/24/2025	AMAZON CAPITAL SERVICES	CCTV REEL REPAIR	120.61
02/24/2025	AMAZON CAPITAL SERVICES	RETURN MINI FRIDGE	46.99-
02/24/2025	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	25.88
02/24/2025	AMAZON CAPITAL SERVICES	CABIN FEVER RELIEVER SUPPLIES	59.99
02/24/2025	AMAZON CAPITAL SERVICES	PARTS	37.86
02/24/2025	AMAZON CAPITAL SERVICES	PHONE CASES AND PROTECTORS	90.84
02/24/2025	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	22.98
02/24/2025	AMAZON CAPITAL SERVICES	COFFEE/CREAMER	450.00
02/24/2025	AMAZON CAPITAL SERVICES	BROCHURE HOLDERS	314.92
02/24/2025	AMAZON CAPITAL SERVICES	HARBACH BASKETBALL REBOUNDERS	79.98
02/24/2025	AMAZON CAPITAL SERVICES	PARTS	33.98
02/24/2025	AMAZON CAPITAL SERVICES	HARBACH BALL RACKS	218.94
02/24/2025	AMAZON CAPITAL SERVICES	PARTS	496.79
02/24/2025	AMERICAN GRAPHICS & INSTALLATIONS	PRINTING- NAMEPLATES	166.65
02/24/2025	AMERICAN WATER WORKS ASSOC	AWWA FEES-FREESTONE	288.00
02/07/2025	AMERITAS LIFE INSURANCE GRP- VISION	CURRENT PAY WITHHOLDING VISION INSURANCE Pay Period: 2/1/2025	537.46
02/21/2025	AMERITAS LIFE INSURANCE GRP- VISION	CURRENT PAY WITHHOLDING VISION INSURANCE Pay Period: 2/15/2025	537.46
02/24/2025	ARNOLD MOTOR SUPPLY	PARTS	76.64
02/24/2025	ARNOLD MOTOR SUPPLY	PARTS	44.90
02/24/2025	ARNOLD MOTOR SUPPLY	PARTS	22.45
02/24/2025	ARNOLD MOTOR SUPPLY	PARTS	59.73
02/24/2025	ARNOLD MOTOR SUPPLY	PARTS	118.34
02/24/2025	ARNOLD MOTOR SUPPLY	PARTS	11.03
02/24/2025	ARNOLD MOTOR SUPPLY	SHOP SUPPLIES	199.08
02/24/2025	ARNOLD MOTOR SUPPLY	PARTS	4.19
02/24/2025	ASCENDANCE TRUCKS MIDWEST., LLC	#724 EQUIPMENT REPAIR	290.50
02/24/2025	ASCENDANCE TRUCKS MIDWEST., LLC	#724 EQUIPMENT REPAIR	106.81
02/24/2025	ASCENDANCE TRUCKS MIDWEST., LLC	#723 REPAIR	857.42
02/24/2025	AT & T MOBILITY	PATROL CELL PHONES	640.50
02/24/2025	AT & T MOBILITY	EMS CELL PHONES	176.15
02/24/2025	AT & T MOBILITY	GPS DATA PLAN	35.29
02/24/2025	AUREON COMMUNICATIONS	INTERNET	688.00
02/24/2025	AUREON COMMUNICATIONS	CANCELLATION LINE	12.81
02/24/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	60.38
02/24/2025	BAKER & TAYLOR BOOKS	ADULT BOOKS	78.30
02/24/2025	BAKER & TAYLOR BOOKS	ADULT BOOKS	321.00
02/24/2025	BAKER & TAYLOR BOOKS	ADULT BOOKS	56.10

Date Paid	Vendor Name	Description	Amount Paid
02/24/2025	BAKER & TAYLOR BOOKS	BOOKS-ADULT-HARBACH	16.52
02/24/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	136.55
02/24/2025	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	15.39
02/24/2025	BAKER & TAYLOR BOOKS	ADULT BOOKS	68.91
02/24/2025	BAKER & TAYLOR BOOKS	BOOKS-ADULT-HARBACH	17.09
02/24/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	176.49
02/24/2025	BAKER & TAYLOR BOOKS	BOOKS-ADULT-HARBACH	51.30
02/24/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	233.07
02/24/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	31.94
02/24/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	30.89
02/24/2025	BAKER & TAYLOR BOOKS	BOOKS-ADULT-HARBACH	90.02
02/24/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	162.80
02/24/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	76.33
02/24/2025	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	15.96
02/24/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	11.99
02/24/2025	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	11.40
02/24/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	66.69
02/24/2025	BAKER & TAYLOR BOOKS	BOOKS-ADULT-HARBACH	22.91
02/24/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	132.73
02/24/2025	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	17.10
02/24/2025	BAKER & TAYLOR BOOKS	ADULT BOOKS	97.47
02/24/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	168.51
02/24/2025	BAKER GROUP	PROFESSIONAL FEES	302.00
02/24/2025	BAX SALES INC	SHOP SUPPLIES	125.81
02/24/2025	BEFORE AND AFTER THE BIRTH LLC	MISC CONTRACT WORK-CHILDREN	280.00
02/24/2025	BOUND TREE MEDICAL LLC	EMS MEDICAL SUPPLIES	232.48
02/24/2025	BOUND TREE MEDICAL LLC	IV SOLUTION	59.90
02/24/2025	BOUND TREE MEDICAL LLC	EMS MEDICAL SUPPLIES	230.25
02/24/2025	BOUND TREE MEDICAL LLC	EMS MEDICAL SUPPLIES	192.40
02/24/2025	BOUND TREE MEDICAL LLC	LSU SUCTION UNIT	1,249.99
02/24/2025	BOUND TREE MEDICAL LLC	EMS MEDICAL SUPPLIES	238.28
02/24/2025	BOUND TREE MEDICAL LLC	RING CUTTER	35.98
02/24/2025	BRAGA HOMES	REFUND OVERPAYMENT	80.39
02/24/2025	BRILLIANT BORDERS	SIDEWALK SNOW REMOVAL	811.20
02/24/2025	BULLZEYE INC	CONTRACT CUSTODIAL SERVICE	2,445.75
02/24/2025	BULLZEYE INC	CONTRACT CUSTODIAL SERVICE	659.17
02/24/2025	BULLZEYE INC	CONTRACT CUSTODIAL SERVICE	1,441.08
02/24/2025	BULLZEYE INC	CONTRACT CUSTODIAL SERVICE	9,911.00
02/24/2025	BULLZEYE INC	WINDOW CLEANING	800.00
02/24/2025	BULLZEYE INC	JANITORIAL SUPPLIES	298.78
02/24/2025	BUSINESS LETTER, THE	PROJECT MAILING	1,211.84
02/24/2025	BUSINESS LETTER, THE	BUSINESS CARDS - ADAMS	72.20
02/24/2025	CAPITAL CITY EQUIPMENT CO	EQUIPMENT MAINT	352.85
02/24/2025	CAPITAL CITY EQUIPMENT CO	EQUIPMENT REPAIR	23.04
02/24/2025	CDW GOVERNMENT INC	BATTERY REPLACEMENT	464.33
02/24/2025	CDW GOVERNMENT INC	BATTERY BACKUP	331.66
02/24/2025	CDW GOVERNMENT INC	PERIPHERALS	405.74
02/05/2025	CENTRAL IOWA MECHANICAL	GREENBELT LANDING CONSTRUCT PJCT PAY REQ 3	39,160.16
02/13/2025	CENTRAL IOWA MECHANICAL	GREENBELT LANDING CONSTRUCT PJCT PAY REQ 4	37,920.04
02/24/2025	CENTRAL IOWA OFFICIALS LLC	3 ON 3 TOURNAMENT PRE PAYMENT	1,080.00
02/24/2025	CINTAS CORPORATION #22M	LAUNDRY	386.52
02/24/2025	CINTAS CORPORATION #22M	LAUNDRY	386.52
02/24/2025	CITY OF DES MOINES	WRA FEB 25	159,309.50
02/24/2025	CITY OF WEST DES MOINES	WESTCOM 2/25	48,088.34
02/24/2025	CIVICPLUS LLC	AGENDA MGMT	10,106.00
02/07/2025	CLIVE COMMUNITY SERVICES	CURRENT PAY WITHHOLDING CLIVE COMM SERVICES Pay Period: 2/1/2025	37.20
02/21/2025	CLIVE COMMUNITY SERVICES	CURRENT PAY WITHHOLDING CLIVE COMM SERVICES Pay Period: 2/15/2025	37.20
02/07/2025	COLLECTION SERVICES CENTER	CURRENT PAY WITHHOLDING CHILD SUPPORT Pay Period: 2/1/2025	1,775.96

Date Paid	Vendor Name	Description	Amount Paid
02/21/2025	COLLECTION SERVICES CENTER	CURRENT PAY WITHHOLDING CHILD SUPPORT Pay Period: 2/15/2025	1,775.96
02/24/2025	COMMERCE BANK	PASSPORT TAGS__ ANNIS	12.35
02/24/2025	COMMERCE BANK	SUPPLIES__ BELIEU	32.60
02/24/2025	COMMERCE BANK	FACEBOOK MARKETING__ BELIEU	60.04
02/24/2025	COMMERCE BANK	TRAINING__ BOYLE	25.00
02/24/2025	COMMERCE BANK	CONFERENCE EXPENSE__ BOYLE	1,065.83
02/24/2025	COMMERCE BANK	TRAINING__ CARLSON	225.00
02/24/2025	COMMERCE BANK	TRAINING__ TOKUHISA	545.00
02/24/2025	COMMERCE BANK	CLOTHING ALLOWANCE__ VENTO	52.43
02/24/2025	COMMERCE BANK	PRINTING__ WELLING	20.00
02/24/2025	COMMERCE BANK	VEHICLE MAINT__ SOMSKY	1,563.71
02/24/2025	COMMERCE BANK	EQUIPMENT__ SOMSKY	119.96
02/24/2025	COMMERCE BANK	EQUIPMENT MAINT__ STEVENS	153.78
02/24/2025	COMMERCE BANK	PW REMODEL__ STEVENS	1,658.16
02/24/2025	COMMERCE BANK	TRAINING__ THIELEN	225.00
02/24/2025	COMMERCE BANK	MEETING EXPENSE__ THIELEN	118.93
02/24/2025	COMMERCE BANK	CONFERENCE EXPENSE__ SALTMARSH	929.50
02/24/2025	COMMERCE BANK	YOUTH PROGRAM SUPPLIES__ SHALON-DEUR	66.97
02/24/2025	COMMERCE BANK	YOUTH PROGRAM SUPPLIES HARBACH__ SHALON-DEUR	30.45
02/24/2025	COMMERCE BANK	CONFERENCE EXPENSE__ SHALON-DEUR	677.92
02/24/2025	COMMERCE BANK	OFFICE SUPPLIES HARBACH__ SHALON-DEUR	314.99
02/24/2025	COMMERCE BANK	CHILDREN BOOKS__ SHALON-DEUR	51.57
02/24/2025	COMMERCE BANK	DUES__ REHBERG	125.00
02/24/2025	COMMERCE BANK	CONFERENCE EXPENSE__ REHBERG	341.93
02/24/2025	COMMERCE BANK	SUPPLIES__ RIVERA	125.91
02/24/2025	COMMERCE BANK	GOAT SUPPLIES__ ROLFES	327.46
02/24/2025	COMMERCE BANK	GOAT SUPPLIES__ RUNKEL	35.98
02/24/2025	COMMERCE BANK	TRAINING__ RUNKEL	384.00
02/24/2025	COMMERCE BANK	MEMBERSHIP__ OLLENDIKE	954.00
02/24/2025	COMMERCE BANK	TRAINING__ PASCO	1,505.00
02/24/2025	COMMERCE BANK	TRAINING__ PFAFF	350.00
02/24/2025	COMMERCE BANK	TRAINING__ PHELPS	375.00
02/24/2025	COMMERCE BANK	SUSTENANCE__ RAMSEY	267.10
02/24/2025	COMMERCE BANK	TRAINING__ REHBERG	150.00
02/24/2025	COMMERCE BANK	EBOOKS__ NELSON	257.69
02/24/2025	COMMERCE BANK	TRAINING__ NIELSEN	76.00
02/24/2025	COMMERCE BANK	NOTARY SUBSCRIPTION__ NIELSEN	30.00
02/24/2025	COMMERCE BANK	EQUIPMENT__ NIELSEN	15.00
02/24/2025	COMMERCE BANK	MEMBERSHIP__ NISIC	215.00
02/24/2025	COMMERCE BANK	TRAINING__ NISIC	927.50
02/24/2025	COMMERCE BANK	ADULT PROGRAM SUPPLIES__ NELSON	59.71
02/24/2025	COMMERCE BANK	ADULT BOOKS HARBACH__ NELSON	66.50
02/24/2025	COMMERCE BANK	MEDIA HARBACH__ NELSON	19.96
02/24/2025	COMMERCE BANK	OFFICE SUPPLIES HARBACH__ NELSON	71.48
02/24/2025	COMMERCE BANK	CHILDREN BOOKS__ NELSON	46.50
02/24/2025	COMMERCE BANK	RENOVATION EXPENSE__ NELSON	27.97
02/24/2025	COMMERCE BANK	CONFERENCE EXPENSE__ MILLER	18.53
02/24/2025	COMMERCE BANK	MEDICAL SUPPLIES__ MORRIS	64.19
02/24/2025	COMMERCE BANK	ILA DUES__ NAPIER	150.00
02/24/2025	COMMERCE BANK	ADULT BOOKS__ NELSON	1,347.08
02/24/2025	COMMERCE BANK	MEDIA__ NELSON	441.97
02/24/2025	COMMERCE BANK	OFFICE SUPPLIES__ NELSON	215.78
02/24/2025	COMMERCE BANK	MEMBERSHIP__ MAYER	395.00
02/24/2025	COMMERCE BANK	MEETING EXPENSE__ MCQUILLEN	658.47
02/24/2025	COMMERCE BANK	SUSTENANCE__ MEASE	44.04
02/24/2025	COMMERCE BANK	SUPPLIES__ MEASE	52.92
02/24/2025	COMMERCE BANK	MEETING EXPENSE__ MEASE	55.40
02/24/2025	COMMERCE BANK	PRINTING__ MEASE	64.98

Date Paid	Vendor Name	Description	Amount Paid
02/24/2025	COMMERCE BANK	CONTRACT WORK__ LUCAS	1,000.00
02/24/2025	COMMERCE BANK	TRAINING__ MARTIN	25.00
02/24/2025	COMMERCE BANK	FUEL__ MARTIN	74.54
02/24/2025	COMMERCE BANK	MEETING EXPENSE__ MARTIN	265.63
02/24/2025	COMMERCE BANK	AWWA MEMBERSHIP RENEWAL__ MAY	288.00
02/24/2025	COMMERCE BANK	REGISTRATION__ MAY	243.23
02/24/2025	COMMERCE BANK	ILA MEMBERSHIP__ LLAMAS	85.00
02/24/2025	COMMERCE BANK	YOUTH PROGRAM SUPPLIES HARBACH__ LLAMAS	8.98
02/24/2025	COMMERCE BANK	ADULT PROGRAM SUPPLIES__ LLAMAS	9.99
02/24/2025	COMMERCE BANK	ADVERTISING__ LUCAS	343.78
02/24/2025	COMMERCE BANK	CONTRACT WORK__ LUCAS	5,833.68
02/24/2025	COMMERCE BANK	SUPPLIES__ LUCAS	300.87
02/24/2025	COMMERCE BANK	YOUTH PROGRAM SUPPLIES__ KELLER	11.76
02/24/2025	COMMERCE BANK	MEMBERSHIP__ KELLER	110.00
02/24/2025	COMMERCE BANK	MARKETING__ KELLER	42.76
02/24/2025	COMMERCE BANK	K-9 EQUIPMENT__ KEMPNIH	184.98
02/24/2025	COMMERCE BANK	K-9 CONTRACT WORK__ KEMPNIH	229.20
02/24/2025	COMMERCE BANK	CAR WASH__ LASS	12.00
02/24/2025	COMMERCE BANK	HARDWARE__ HARKEN	104.94
02/24/2025	COMMERCE BANK	SUBSCRIPTIONS__ HERZOG	119.00
02/24/2025	COMMERCE BANK	TRAINING__ HUFF	225.00
02/24/2025	COMMERCE BANK	CONFERENCE EXPENSE__ JOHNSTON	456.37
02/24/2025	COMMERCE BANK	TRAINING__ JOHNSTON	250.00
02/24/2025	COMMERCE BANK	SHIPPING__ KALLEM	48.63
02/24/2025	COMMERCE BANK	OFFICE SUPPLIES__ GIBBS	22.17
02/24/2025	COMMERCE BANK	TRAINING__ GLENDY	25.00
02/24/2025	COMMERCE BANK	TRAINING__ GRANT	225.00
02/24/2025	COMMERCE BANK	TRAINING__ HANSEN	1,059.18
02/24/2025	COMMERCE BANK	MEETING EXPENSE__ HANSEN	107.84
02/24/2025	COMMERCE BANK	HARDWARE__ HARKEN	209.99
02/24/2025	COMMERCE BANK	PRINTING__ GARCIA	131.88
02/24/2025	COMMERCE BANK	CONTRACT WORK__ GARCIA	108.80
02/24/2025	COMMERCE BANK	MEETING EXPENSE__ GARCIA	86.76
02/24/2025	COMMERCE BANK	CONTRACT WORK__ GIBBS	50.00
02/24/2025	COMMERCE BANK	GYM RENTAL__ GIBBS	4,440.00
02/24/2025	COMMERCE BANK	SUPPLIES__ GIBBS	99.98
02/24/2025	COMMERCE BANK	TELEPHONE FEE__ FARLOW	15.15
02/24/2025	COMMERCE BANK	TRAINING__ FREESTONE	620.00
02/24/2025	COMMERCE BANK	CONFERENCE EXPENSE__ FREESTONE	709.52
02/24/2025	COMMERCE BANK	TRAINING__ FREESTONE	1,755.00
02/24/2025	COMMERCE BANK	MEMBERSHIP__ GARCIA	154.08
02/24/2025	COMMERCE BANK	PUBLIC EDUCATION__ GARCIA	14.99
02/24/2025	COMMERCE BANK	EQUIPMENT__ COLEMAN	153.99
02/24/2025	COMMERCE BANK	MEMBERSHIP__ COLEMAN	79.00
02/24/2025	COMMERCE BANK	TRAINING__ CYGAN	235.00
02/24/2025	COMMERCE BANK	IA DNR WATER PERMIT__ CYGAN	104.04
02/24/2025	COMMERCE BANK	MEETING EXPENSE__ DE KOCK	308.21
02/24/2025	COMMERCE BANK	CONFERENCE EXPENSE__ EASTMAN	525.00
02/05/2025	CONFLUENCE	UNIVERSITY BLVD FLOOD MIT PAY REQ 3	27,076.40
02/24/2025	CONSENSUS CLOUD SOLUTIONS, LLC	HOSTED FAX	92.97
02/24/2025	CONSOLIDATED COMMUNICATIONS	PHONES LINES	1,202.97
02/24/2025	CORE & MAIN LP	DUCTILE IRON SLEEVE FOR WATER MAIN REPAIR	1,095.00
02/24/2025	CORE & MAIN LP	HYDRANT REPLACEMENT PARTS	1,935.59
02/24/2025	CORE & MAIN LP	STOP BOX REPAIR PAIRS	717.74
02/24/2025	CORE & MAIN LP	CLEANING WIPES	72.00
02/24/2025	CORE & MAIN LP	SUPPLIES	615.50
02/24/2025	CORE & MAIN LP	HYDRANT REPLACEMENT PARTS	321.29
02/24/2025	CORE & MAIN LP	COUPLER PIPE REPAIR	130.00

Date Paid	Vendor Name	Description	Amount Paid
02/24/2025	CORE & MAIN LP	WATER MAIN REPAIR SUPPLIES	658.68
02/24/2025	CORE & MAIN LP	SUPPLIES	1,280.42
02/24/2025	CORE & MAIN LP	CREDIT SUPPLIES	125.00-
02/24/2025	CORY MARTIN	REFUND DEPOSIT	9.16
02/13/2025	COUNTRY LANDSCAPES INC	GREENBELT LANDING CONSTRUCT PRJCT PAY REQ 2	12,941.37
02/24/2025	CUSTOM AWARDS & EMBROIDERY	MINOR EQUIPMENT - AWARDS	808.00
02/13/2025	D.W. ZINSER COMPANY INC	2814 W AVE DEMOLITION PAY REQ 2	1,475.00
02/13/2025	DAHL HEATING & AIR CONDITIONING	CH/LIB RENOVATION PAY REQ 1	39,468.70
02/05/2025	DCI GROUP	CH/LIBRARY REMODEL PAY REQ 1	28,661.01
02/10/2025	DEPT OF INSPECTIONS AND APPEAL	CAMPBELL CONCESSIONS PERMIT 2025-26	150.00
02/10/2025	DEPT OF INSPECTIONS AND APPEAL	2025 CLIVE FESTIVAL BINGO LICENSE	15.00
02/24/2025	DEPT OF INSPECTIONS, APPEALS, LICENSING	2025 CLIVE AQUATIC CENTER CONCESSION PERMIT	150.00
02/24/2025	DES MOINES STAMP MFG.CO.	OFFICE SUPPLIES-LIBRARY	64.15
02/24/2025	DES MOINES WATER WORKS	WATER PURCHASE FEBRUARY 2025	165,419.27
02/24/2025	DITCH WITCH OF MINNESOTA/IOWA	CCTV UNIT PARTS	210.98
01/31/2025	EBS	Medical / Dental Ins - Jan	15,243.81
01/31/2025	EBS	Medical / Dental Ins - Jan	36,188.08
01/31/2025	EBS	Medical / Dental Ins - Jan	6,791.24
01/31/2025	EBS	Medical / Dental Ins - Jan	16,227.15
01/31/2025	EBS	Medical / Dental Ins - Jan	6,468.76
01/31/2025	EBS	Medical / Dental Ins - Jan	5,140.95
01/31/2025	EBS	Flex Admin - Jan	13.80
01/31/2025	EBS	Flex Admin - Jan	4.60
01/31/2025	EBS	Flex Admin - Jan	4.60
01/31/2025	EBS	Flex Admin - Jan	4.60
01/31/2025	EBS	Flex Admin - Jan	18.40
01/31/2025	EBS	Flex Admin - Jan	4.60
01/31/2025	EBS	Flex Admin - Jan	4.60
01/31/2025	EBS	Flex Admin - Jan	32.20
01/31/2025	EBS	Flex Admin - Jan	2.76
01/31/2025	EBS	Flex Admin - Jan	11.04
01/31/2025	EBS	Flex Admin - Jan	4.60
01/31/2025	EBS	Flex Admin - Jan	4.60
01/31/2025	EBS	Flex Admin - Jan	9.20
01/31/2025	EBS	Flex Admin - Jan	4.60
01/31/2025	EBS	Life, LTD, AD&D Ins - Jan	135.89
01/31/2025	EBS	Life, LTD, AD&D Ins - Jan	146.78
01/31/2025	EBS	Life, LTD, AD&D Ins - Jan	121.63
01/31/2025	EBS	Life, LTD, AD&D Ins - Jan	148.45
01/31/2025	EBS	Flex Admin - Jan	9.20
01/31/2025	EBS	Flex Admin - Jan	41.40
01/31/2025	EBS	Life, LTD, AD&D Ins - Jan	34.31
01/31/2025	EBS	Life, LTD, AD&D Ins - Jan	171.37
01/31/2025	EBS	Life, LTD, AD&D Ins - Jan	57.52
01/31/2025	EBS	Life, LTD, AD&D Ins - Jan	258.57
01/31/2025	EBS	Life, LTD, AD&D Ins - Jan	53.45
01/31/2025	EBS	Life, LTD, AD&D Ins - Jan	19.00
01/31/2025	EBS	Life, LTD, AD&D Ins - Jan	251.66
01/31/2025	EBS	Life, LTD, AD&D Ins - Jan	189.30
01/31/2025	EBS	Life, LTD, AD&D Ins - Jan	333.48
01/31/2025	EBS	Life, LTD, AD&D Ins - Jan	117.72
01/31/2025	EBS	Life, LTD, AD&D Ins - Jan	111.72
01/31/2025	EBS	Life, LTD, AD&D Ins - Jan	170.16
01/31/2025	EBS	Vision Ins - Jan	55.68
01/31/2025	EBS	Life, LTD, AD&D Ins - Jan	317.30
01/31/2025	EBS	Life, LTD, AD&D Ins - Jan	477.13
01/31/2025	EBS	Life, LTD, AD&D Ins - Jan	195.77
01/31/2025	EBS	Life, LTD, AD&D Ins - Jan	465.11

Date Paid	Vendor Name	Description	Amount Paid
01/31/2025	EBS	Life, LTD, AD&D Ins - Jan	192.92
01/31/2025	EBS	Vision Ins - Jan	64.96
01/31/2025	EBS	Vision Ins - Jan	18.56
01/31/2025	EBS	Vision Ins - Jan	148.64
01/31/2025	EBS	Vision Ins - Jan	27.84
01/31/2025	EBS	Vision Ins - Jan	46.40
01/31/2025	EBS	Vision Ins - Jan	37.12
01/31/2025	EBS	Vision Ins - Jan	30.93
01/31/2025	EBS	Vision Ins - Jan	27.84
01/31/2025	EBS	Vision Ins - Jan	37.12
01/31/2025	EBS	Vision Ins - Jan	9.28
01/31/2025	EBS	Vision Ins - Jan	27.84
01/31/2025	EBS	Vision Ins - Jan	18.56
01/31/2025	EBS	Vision Ins - Jan	64.07
01/31/2025	EBS	Vision Ins - Jan	191.33
01/31/2025	EBS	Vision Ins - Jan	46.40
01/31/2025	EBS	Vision Ins - Jan	55.68
01/31/2025	EBS	Vision Ins - Jan	49.49
01/31/2025	EBS	Vision Ins - Jan	95.89
01/31/2025	EBS	Medical / Dental Ins - Jan	4,723.29
01/31/2025	EBS	Medical / Dental Ins - Jan	5,913.21
01/31/2025	EBS	Medical / Dental Ins - Jan	5,921.80
01/31/2025	EBS	Medical / Dental Ins - Jan	3,357.09
01/31/2025	EBS	Vision Ins - Jan	111.36
01/31/2025	EBS	Vision Ins - Jan	356.17
01/31/2025	EBS	Medical / Dental Ins - Jan	1,574.43
01/31/2025	EBS	Medical / Dental Ins - Jan	2,468.14
01/31/2025	EBS	Medical / Dental Ins - Jan	1,361.60
01/31/2025	EBS	Medical / Dental Ins - Jan	9,713.15
01/31/2025	EBS	Medical / Dental Ins - Jan	1,601.10
01/31/2025	EBS	Medical / Dental Ins - Jan	16,293.19
01/31/2025	EBS	Medical / Dental Ins - Jan	6,232.54
01/31/2025	EBS	Medical / Dental Ins - Jan	12,543.32
01/31/2025	EBS	Medical / Dental Ins - Jan	4,119.23
01/31/2025	EBS	Medical / Dental Ins - Jan	1,517.66
01/31/2025	EBS	Medical / Dental Ins - Jan	3,735.44
01/31/2025	EBS	Medical / Dental Ins - Jan	3,717.55
02/07/2025	EBS	MEDICAL WITHHOLDING DENTAL INSURANCE - DELTA (EBS) Pay Period: 2/1	2,195.41
02/07/2025	EBS	MEDICAL WITHHOLDING MED W 750 FAMILY EXEMPT Pay Period: 2/1/2025	7,752.36
02/07/2025	EBS	MEDICAL WITHHOLDING MED W 750 EMPE + 1 EXEMPT Pay Period: 2/1/202	1,823.22
02/07/2025	EBS	MEDICAL WITHHOLDING MED W 750 SINGLE EXEMPT Pay Period: 2/1/2025	735.58
02/07/2025	EBS	MEDICAL WITHHOLDING MED - HDHP FAMILY Pay Period: 2/1/2025	1,191.96
02/07/2025	EBS	MEDICAL WITHHOLDING MED-HDHP EMPL +1 Pay Period: 2/1/2025	362.52
02/07/2025	EBS	MEDICAL WITHHOLDING MED HDHP SINGLE Pay Period: 2/1/2025	509.76
02/21/2025	EBS	MEDICAL WITHHOLDING DENTAL INSURANCE - DELTA (EBS) Pay Period: 2/1	2,195.41
02/21/2025	EBS	MEDICAL WITHHOLDING MED W 750 FAMILY EXEMPT Pay Period: 2/15/2025	7,752.36
02/21/2025	EBS	MEDICAL WITHHOLDING MED W 750 EMPE + 1 EXEMPT Pay Period: 2/15/20	1,823.22
02/21/2025	EBS	MEDICAL WITHHOLDING MED W 750 SINGLE EXEMPT Pay Period: 2/15/2025	735.58
02/21/2025	EBS	MEDICAL WITHHOLDING MED - HDHP FAMILY Pay Period: 2/15/2025	1,191.96
02/21/2025	EBS	MEDICAL WITHHOLDING MED-HDHP EMPL +1 Pay Period: 2/15/2025	362.52
02/21/2025	EBS	MEDICAL WITHHOLDING MED HDHP SINGLE Pay Period: 2/15/2025	509.76
02/24/2025	EBSCO	DATA PROCESSING-NOVELIST	2,833.00
02/07/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY FEDERAL WITHHOLDING TAX Pay Peri	45,815.59
02/07/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY SOCIAL SECURITY Pay Period: 2/1/202	29,667.55
02/07/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY SOCIAL SECURITY Pay Period: 2/1/202	29,667.55
02/07/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY MEDICARE Pay Period: 2/1/2025	6,971.54
02/07/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY MEDICARE Pay Period: 2/1/2025	6,971.54
02/21/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY FEDERAL WITHHOLDING TAX Pay Peri	48,675.54

Date Paid	Vendor Name	Description	Amount Paid
02/21/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY SOCIAL SECURITY Pay Period: 2/15/20	30,507.08
02/21/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY SOCIAL SECURITY Pay Period: 2/15/20	30,507.08
02/21/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY MEDICARE Pay Period: 2/15/2025	7,134.76
02/21/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY MEDICARE Pay Period: 2/15/2025	7,134.76
02/24/2025	EIDE BAILLY LLP	ANNUAL FRAUD HOTLINE	472.50
02/24/2025	ELECTRIC PUMP	BACK UP DIALER INSTALL AND PURCHASE	3,240.00
02/13/2025	ELITE FIRE SPRINKLER SYSTEMS	CH/LIB RENOVATION PAY REQ 1	9,004.10
02/24/2025	EPIC IO TECHNOLOGIES	PHONE LINES	155.35
02/24/2025	FABIAN RUIZ	PROFESSIONAL FEE - INTERPRETER	70.00
02/24/2025	FABIAN RUIZ	PROFESSIONAL FEES - INTERPRETER	70.00
02/24/2025	FABIAN RUIZ	PROFESSIONAL FEES - INTERPRETER	70.00
02/24/2025	FABIAN RUIZ	PROFESSIONAL FEES - INTERPRETER	70.00
02/24/2025	FACTORY MOTOR PARTS	SHOP SUPPLIES	222.22
02/24/2025	FASTSIGNS	EQUIPMENT	42.49
02/24/2025	FERRELLGAS	FORK LIFT FUEL	149.60
02/24/2025	FINANCIAL FORMS SUPPLIES	SHUT OFF TAGS	75.00
02/10/2025	FOUNDATION BUILDING MATERIALS	PW REMODEL	1,930.24
02/24/2025	FREEDOM FIRST AID & SAFETY LLC	FIRST AID SUPPLIES	41.40
02/24/2025	FREEDOM TIRE & AUTO	#747 TIRES	1,315.00
02/24/2025	FREEDOM TIRE & AUTO	#745 TIRES	907.60
02/24/2025	FRIENDS OF THE GRIMES PUBLIC LIBRARY	DATA PROCESSING- ADVENTURE PASSES	950.00
02/24/2025	FULLER PETROLEUM SERVICES	GENERATOR FUEL	292.64
02/24/2025	FULLER PETROLEUM SERVICES	GENERATOR FUEL	556.21
02/24/2025	FULLER PETROLEUM SERVICES	GENERATOR FUEL	149.91
02/24/2025	FULLER PETROLEUM SERVICES	GENERATOR FUEL	327.73
02/24/2025	GALLS LLC	CHIEF MORRIS UNIFORM	9.90
02/24/2025	GALLS LLC	CHIEF GARCIA UNIFORM ACCESSORIES	12.49
02/24/2025	GALLS LLC	NAME TAGS FOR 8 NEW PT	102.11
02/24/2025	GALLS LLC	MORRIS UNIFORM PIN	9.91
02/24/2025	GALLS LLC	ANDERSON UNIFORM ALLOWANCE	291.91
02/24/2025	GANNETT IOWA LOCALIQ	MINUTES	350.80
02/24/2025	GANNETT IOWA LOCALIQ	PH NOTICES	295.58
02/24/2025	GANNETT IOWA LOCALIQ	ORD PUB	112.25
02/24/2025	GANNETT IOWA LOCALIQ	LEGAL PUB - HMA/PCC	59.60
02/24/2025	GANNETT IOWA LOCALIQ	LEGAL PUB	181.40
02/24/2025	GENERAL TRAFFIC CONTROLS INC	100TH/CLARK ATC CABINET	27,490.00
02/24/2025	GENERAL TRAFFIC CONTROLS INC	100TH/CLARK GRIDSMART DETECTION	23,950.00
02/24/2025	GENERAL TRAFFIC CONTROLS INC	100TH/CLARK BATTERY BACKUP	7,482.00
02/24/2025	GLACIER PROPERTIES	REFUND-OVERPAYMENT	79.62
02/24/2025	GOPHER	HARBACH VOLLEYBALL/PICKLE NET	1,940.71
02/24/2025	GRAINGER	PW REMODEL	445.84
02/24/2025	GRIMES ASPHALT & PAVING	COLD MIX	1,263.25
02/24/2025	HAWKEYE TRUCK EQUIPMENT	EQUIPMENT REPAIR	160.95
02/24/2025	HI TOUCH BUSINESS SERVICES	OFFICE SUPPLIES	40.50
02/24/2025	HI TOUCH BUSINESS SERVICES	SHOP SUPPLIES	149.56
02/24/2025	HOTSY CLEANING SYSTEM	HOTSY REPAIR	30.78
02/24/2025	HOTSY CLEANING SYSTEM	HOTSY REPAIR	30.78
02/24/2025	HOTSY CLEANING SYSTEM	HOTSY REPAIR	30.77
02/24/2025	HOTSY CLEANING SYSTEM	HOTSY REPAIR	30.77
02/24/2025	HR GREEN	PROFESSIONAL FEES	4,385.75
02/24/2025	IA ASSOC OF PROF FIRE CHIEFS	DUES FOR CHIEF ASSOCIATION	160.00
02/24/2025	IA DEPT OF PUBLIC SAFETY	STATE SYSTEM CONNECTION	1,845.00
02/07/2025	ICMA	LOAN REPAYMENT LOAN REPAYMENT Pay Period: 2/1/2025	781.79
02/21/2025	ICMA	LOAN REPAYMENT LOAN REPAYMENT Pay Period: 2/15/2025	781.79
02/07/2025	ICMA RETIREMENT CORP.#457	CURRENT PAY WITHHOLDING ICMA CITY OUT DEF COMP - Pay Period: 2/1/2	6,512.34
02/07/2025	ICMA RETIREMENT CORP.#457	CURRENT PAY WITHHOLDING ICMA -DEF COMP Pay Period: 2/1/2025	11,453.56
02/07/2025	ICMA RETIREMENT CORP.#457	CURRENT PAY WITHHOLDING ICMA ROTH DEF COMP Pay Period: 2/1/2025	10,823.11
02/21/2025	ICMA RETIREMENT CORP.#457	CURRENT PAY WITHHOLDING ICMA CITY OUT DEF COMP - Pay Period: 2/15/	6,528.36

Date Paid	Vendor Name	Description	Amount Paid
02/21/2025	ICMA RETIREMENT CORP.#457	CURRENT PAY WITHHOLDING ICMA -DEF COMP Pay Period: 2/15/2025	11,453.56
02/21/2025	ICMA RETIREMENT CORP.#457	CURRENT PAY WITHHOLDING ICMA ROTH DEF COMP Pay Period: 2/15/2025	10,970.35
02/24/2025	IMAGE SOLUTIONS	NEW EMPLOYEE SWAG BAGS	479.70
02/24/2025	IMAGE SOLUTIONS	LOGOED APPAREL EX	300.00
02/24/2025	IMAGE SOLUTIONS	LOGOED APPAREL FD	169.00
02/24/2025	IMAGE SOLUTIONS	LOGOED APPAREL PD	447.00
02/24/2025	IMAGE SOLUTIONS	LOGOED APPAREL PARKS	211.50
02/24/2025	IMAGE SOLUTIONS	LOGOED APPAREL PW	53.50
02/24/2025	IMAGETREND INC	SCHEDULING PROGRAM ANNUAL FEE	42,240.02
02/24/2025	INFOMAX OFFICE SYSTEMS INC	PROFESSIONAL FEES	235.00
02/24/2025	INGRAM LIBRARY SERVICES	BOOKS-YOUNG ADULT	57.33
02/24/2025	INGRAM LIBRARY SERVICES	BOOKS-HARBACH-CHILDREN	20.66
02/24/2025	INGRAM LIBRARY SERVICES	BOOKS-CHILDREN	157.31
02/24/2025	INGRAM LIBRARY SERVICES	ADULT BOOKS	34.48
02/24/2025	INGRAM LIBRARY SERVICES	BOOKS-YOUNG ADULT	21.23
02/24/2025	INGRAM LIBRARY SERVICES	BOOKS-CHILDREN	91.52
02/24/2025	INGRAM LIBRARY SERVICES	BOOKS-YOUNG ADULT	42.32
02/24/2025	INGRAM LIBRARY SERVICES	BOOKS-HARBACH-CHILDREN	10.92
02/24/2025	INGRAM LIBRARY SERVICES	BOOKS-CHILDREN	164.69
02/24/2025	INTERSTATE INDUSTRIAL	TRUCK 4 GAS DETECTOR	1,039.74
02/24/2025	INTERSTATE INDUSTRIAL	RETURN TRUCK 4 GAS DETECTOR	1,015.96-
02/24/2025	INTERSTATE INDUSTRIAL	TRUCK 4 GAS DETECTOR	1,609.22
02/24/2025	IOWA COMMUNITIES ASSURANCE POOL	MED DIRECTOR MALPRACTICE COVERAGE	429.00
02/24/2025	IOWA COMMUNITIES ASSURANCE POOL	BUILDERS RISK INS, CH REMODEL PHASE 1	11,575.00
02/24/2025	IOWA DOT	TECHNICAL TRAINING AND CERTIFICATION	240.00
02/05/2025	IOWA EARTH WORKS	WALNUT CREEK STREAM PAY REQ 6	49,448.64
02/24/2025	IOWA LAW ENFORCEMENT ACADEMY	TRAINING - S. PITEO	2,700.00
02/24/2025	IOWA PRISON INDUSTRIES	ANNUAL SIGNING PROJECT	7,364.40
02/24/2025	IOWA PRISON INDUSTRIES	SUPPLIES	67.00
02/07/2025	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS-ELECTED OFFICIALS Pay Perio	215.20
02/07/2025	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS-REGULAR MEMBERS Pay Perio	19,298.16
02/07/2025	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS-REGULAR MEMBERS Pay Perio	28,962.53
02/07/2025	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS RETIREMENT -FIRE Pay Period:	4,725.83
02/07/2025	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS RETIREMENT -FIRE Pay Period:	7,084.92
02/07/2025	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS-ELECTED OFFICIALS Pay Perio	143.41
02/24/2025	KATE STEICHEN	REIMBURSE TIRE DAMAGE	353.99
02/05/2025	KEYSTONE CONSTRUCTION SERVICES	GREENBELT LANDING CONSTRUCT PRJCT PAY REQ 3	47,844.37
02/13/2025	KEYSTONE CONSTRUCTION SERVICES	CH/LIB RENOVATION PAY REQ 1	54,395.10
02/13/2025	KEYSTONE CONSTRUCTION SERVICES	GREENBELT LANDING CONSTRUCT PRJCT PAY REQ 4	33,506.50
02/24/2025	KING DELIVERY SERVICE INC	DELIVERY CHARGES	11.80
02/24/2025	KING'S THRONE, LLC	PW REMODEL	290.00
02/24/2025	KNO2 LLC	YEARLY SOFTWARE LICENSE - CLOUD PCR	2,996.00
02/24/2025	KRM PROPERTIES	REFUND OVERPAYMENT	16.27
02/13/2025	L A FULTON & SONS, INC	CH/LIB RENOVATION PAY REQ 1	10,735.70
02/24/2025	LAURA MYERS	PROFESSIONAL FEES - POLYGRAPH EXAM	350.00
02/24/2025	LIBRARY FURNITURE INTERNATIONAL	MOVING LIB SHELVES-RENO	1,540.00
02/24/2025	LINDE GAS & EQUIPMENT INC	RENTAL ON OXYGEN TANKS AND OXYGEN REFILL	345.55
02/24/2025	LOGAN CONTRACTORS SUPPLY	PATCHING BLANKET	100.64
02/24/2025	LOGAN CONTRACTORS SUPPLY	PATCHING BLANKET	100.64
02/24/2025	LOGAN CONTRACTORS SUPPLY	PATCHING BLANKET	100.64
02/24/2025	LOGAN CONTRACTORS SUPPLY	PATCHING BLANKET	100.65
02/24/2025	LOGOED APPAREL & PROMOTIONS	PAPR	90.00
02/24/2025	LOGOED APPAREL & PROMOTIONS	PAPR	606.00
02/24/2025	LOGOED APPAREL & PROMOTIONS	UNIFORMS	411.49
02/24/2025	LOGOED APPAREL & PROMOTIONS	UNIFORMS	1,097.33
02/24/2025	LOGOED APPAREL & PROMOTIONS	UNIFORMS	1,097.33
02/24/2025	LOGOED APPAREL & PROMOTIONS	UNIFORMS	1,966.05
02/24/2025	MACQUEEN EQUIPMENT	SHOP SUPPLIES FOR JET TRUCK REPAIR	241.04

Date Paid	Vendor Name	Description	Amount Paid
02/24/2025	MACQUEEN EQUIPMENT	POLE CAMERA REPAIR	7,261.93
02/24/2025	MAIL SERVICES	REMINDER NOTICES	51.89
02/24/2025	MAIL SERVICES	POSTAGE	222.38
02/24/2025	MAIL SERVICES	NEWSLETTER	1,071.03
02/24/2025	MAIL SERVICES	POSTAGE	2,519.64
02/24/2025	MAIL SERVICES	BILLS	822.87
02/24/2025	MARTIN MARIETTA MATERIALS	PIPE BEDDING ROCK	3,261.28
02/24/2025	MATHESON TRI-GAS INC	SHOP SUPPLIES	127.01
02/24/2025	MEDIACOM	LIBRARY INTERNET	304.90
02/24/2025	MEDIACOM	LIBRARY INTERNET	19.95
02/24/2025	MENARDS	HYDRAULIC JACK FLUID AND PUMP OIL	19.93
02/24/2025	MENARDS	SHOP SUPPLIES	28.14
02/24/2025	MENARDS	SHOP SUPPLIES	42.91
02/24/2025	MENARDS	PW REMODEL	24.99
02/24/2025	MENARDS	PW REMODEL	190.64
02/24/2025	MENARDS	HARBACH WALL MOUNT SUPPLIES	73.31
02/24/2025	MENARDS	MTU SUPPLIES	168.64
02/24/2025	MENARDS	PW REMODEL	133.67
02/24/2025	MENARDS	PW REMODEL	27.78
02/24/2025	MENARDS	WATER FILTERS	124.91
02/24/2025	MENARDS	SHELVING	24.99
02/24/2025	MENARDS	PW REMODEL	8.96
02/24/2025	MENARDS	PW REMODEL	137.98
02/24/2025	MENARDS	PW REMODEL	9.90
02/24/2025	MENARDS	PW REMODEL	480.00
02/24/2025	MENARDS	PW REMODEL	526.42
02/24/2025	MENARDS	PW REMODEL	168.39
02/24/2025	MENARDS	PUMP INSTALL PARTS	51.13
02/24/2025	MENARDS	PUMP INSTALL PARTS	39.67
02/24/2025	MENARDS	PUMP INSTALL PARTS	12.98
02/24/2025	MENARDS	PARTS	57.63
02/24/2025	MENARDS	DOOR STOPS	40.07
02/24/2025	MENARDS	PW REMODEL	19.97
02/24/2025	MENARDS	LAUNDRY SOAP	39.88
02/24/2025	MENARDS	TOOL REPLACEMENT	25.98
02/24/2025	MERCYONE CLIVE PHARMACY	EMS MEDICATION	223.05
02/24/2025	MERCYONE OCCUPATIONAL HEALTH	PHYSICALS & DRUG SCREENS	1,348.00
02/24/2025	METRO WASTE AUTHORITY	CURB IT - JAN 25	27,663.20
02/24/2025	METRONET	INTERNET PS	798.71
02/24/2025	MH EQUIPMENT COMPANY	PARTS	153.78
02/13/2025	MID AMERICAN GLAZING	CH/LIB RENOVATION PAY REQ 1	1,425.00
02/24/2025	MIDAMERICAN ENERGY DAV	WATER FACILITIES	1,685.74
02/24/2025	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE PARKS	453.94
02/24/2025	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE AQUATIC	2,943.64
02/24/2025	MIDAMERICAN ENERGY DAV	TRAFFIC LIGHTS	1,307.07
02/24/2025	MIDAMERICAN ENERGY DAV	STREET LIGHTS	16,561.68
02/24/2025	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE PARKS	10.00
02/24/2025	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE PARKS	10.00
02/24/2025	MIDAMERICAN ENERGY DAV	TRAFFIC LIGHTS	49.25
02/24/2025	MIDAMERICAN ENERGY DAV	TRAFFIC LIGHTS	25.38
02/24/2025	MIDAMERICAN ENERGY DAV	TRAFFIC LIGHTS	99.82
02/24/2025	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE	356.74
02/21/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Oct/Nov/Dec	132.00
02/21/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Oct/Nov/Dec	60.00
02/21/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Oct/Nov/Dec	9.60
02/21/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Oct/Nov/Dec	38.40
02/21/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Oct/Nov/Dec	12.00
02/21/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Oct/Nov/Dec	12.00

Date Paid	Vendor Name	Description	Amount Paid
02/21/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Oct/Nov/Dec	24.00
02/21/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Oct/Nov/Dec	24.00
02/21/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Oct/Nov/Dec	12.00
02/21/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Oct/Nov/Dec	24.00
02/21/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Oct/Nov/Dec	12.00
02/21/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Oct/Nov/Dec	12.00
02/21/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Oct/Nov/Dec	12.00
02/21/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Oct/Nov/Dec	24.00
02/21/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Oct/Nov/Dec	12.00
02/21/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Oct/Nov/Dec	60.00
02/21/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Oct/Nov/Dec	12.00
02/21/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Oct/Nov/Dec	12.00
02/21/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Oct/Nov/Dec	24.00
02/13/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Jan/Feb/Mar	68.61
02/13/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Jan/Feb/Mar	59.99
02/13/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Jan/Feb/Mar	8.57
02/13/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Jan/Feb/Mar	8.57
02/13/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Jan/Feb/Mar	8.57
02/13/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Jan/Feb/Mar	17.14
02/13/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Jan/Feb/Mar	25.71
02/13/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Jan/Feb/Mar	8.57
02/13/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Jan/Feb/Mar	8.57
02/13/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Jan/Feb/Mar	8.57
02/13/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Jan/Feb/Mar	8.57
02/13/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Jan/Feb/Mar	25.71
02/13/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Jan/Feb/Mar	8.57
02/13/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Jan/Feb/Mar	8.57
02/13/2025	MIDWEST GROUP BENEFITS-	Flex Admin Monthly-Jan/Feb/Mar	25.71
02/24/2025	MIDWEST TAPE, LLC	EBOOK HOOPLA FLEX HARBACH	482.75
02/24/2025	MIDWEST TAPE, LLC	EBOOK HOOPLA FLEX HARBACH	132.49
02/24/2025	MISTER CAR WASH	CAR WASHES	385.00
02/24/2025	MOBOTREX INC	ANNUAL LED CHANGE OUT	5,640.00
02/24/2025	MOBOTREX INC	REPAIR	3,584.00
02/24/2025	MOBOTREX INC	REPAIR	522.00
02/24/2025	MODEM EXPRESS	PEPLINK MAINT	149.00
02/07/2025	MUNICIPAL FIRE & POLICE	CURRENT PAY WITHHOLDING MUNICIPAL FIRE & POLICE RETIRE Pay Perio	21,669.76
02/07/2025	MUNICIPAL FIRE & POLICE	CURRENT PAY WITHHOLDING MUNICIPAL FIRE & POLICE RETIRE Pay Perio	9,132.67
02/21/2025	MUNICIPAL FIRE & POLICE	CURRENT PAY WITHHOLDING MUNICIPAL FIRE & POLICE RETIRE Pay Perio	21,440.43
02/21/2025	MUNICIPAL FIRE & POLICE	CURRENT PAY WITHHOLDING MUNICIPAL FIRE & POLICE RETIRE Pay Perio	9,036.03
02/13/2025	MUNICIPAL PIPE TOOL CO INC	24/25 SANITARY SEWER PROGRAM PAY REQ 1	144,266.41
02/24/2025	NAPA DISTRIBUTION CENTER	EQUIPMANT MAINT	248.88
02/24/2025	NAPA DISTRIBUTION CENTER	EQUIPMANT MAINT	388.72
02/24/2025	NAPA DISTRIBUTION CENTER	EQUIPMENT MAINT	19.24
02/24/2025	NAPA DISTRIBUTION CENTER	EQUIPMENT MAINT	19.24
02/24/2025	NAPA DISTRIBUTION CENTER	#724 PARTS	37.04
02/24/2025	NAPA DISTRIBUTION CENTER	SHOP SUPPLIES	12.98
02/24/2025	NAPA DISTRIBUTION CENTER	DEF	12.79
02/24/2025	NETWORKS	HOSTED BACKUP	4,520.00
02/24/2025	NETWORKS	HOSTED EMAIL	1,422.15
02/24/2025	NETWORKS	SOFTWARE SUBSCRIPTION	27.00
02/24/2025	NORMAN FOSTER	REFUND DEPOSIT	50.00
02/24/2025	NORTHLAND PRODUCTS CO	PARTS	730.65
02/24/2025	NYEMASTER-GOODE	PROSECUTIONS	2,929.50
02/24/2025	NYEMASTER-GOODE	CITY COUNCIL	850.00
02/24/2025	NYEMASTER-GOODE	LEGAL GENERAL	1,465.00
02/24/2025	NYEMASTER-GOODE	LEGAL HR	100.00
02/24/2025	NYEMASTER-GOODE	LEGAL	1,160.50
02/24/2025	NYEMASTER-GOODE	LEGAL	2,370.50

Date Paid	Vendor Name	Description	Amount Paid
02/24/2025	NYEMASTER-GOODE	LEGAL	50.00
02/24/2025	ONE SOURCE	BACKGROUND CHECKS	525.00
02/24/2025	OPN ARCHITECTS INC	PAY REQ 10 - CH REMODEL DESIGN OPN	4,932.55
02/24/2025	P & P SMALL ENGINES INC	EQUIPMENT REPAIR	8.99
02/24/2025	P & P SMALL ENGINES INC	EQUIPMENT REPAIR	60.98
01/31/2025	PAYMENTECH - CHASE BANK	Jan CC Fees	1,603.02
01/31/2025	PAYMENTECH - CHASE BANK	Jan CC Fees	1,282.41
01/31/2025	PAYMENTECH - CHASE BANK	Jan CC Fees	320.60
01/31/2025	PAYMENTECH - CHASE BANK	Jan CC Fees	30.56
01/31/2025	PAYMENTECH - CHASE BANK	Jan CC Fees	10.21
01/31/2025	PAYMENTECH - CHASE BANK	Jan CC Fees	128.51
01/31/2025	PAYMENTECH - CHASE BANK	Jan CC Fees	128.51
01/31/2025	PAYMENTECH - CHASE BANK	Jan CC Fees	878.63
01/31/2025	PAYMENTECH - CHASE BANK	Jan CC Fees	19.36
01/31/2025	PAYMENTECH - CHASE BANK	Jan CC Fees	5.48
02/24/2025	PER MAR SECURITY SERVICES	MONITORING	621.36
02/24/2025	PER MAR SECURITY SERVICES	CAC QUARTERLY SECURITY MONITORING & SERVICE AGREEMENT	1,515.18
02/24/2025	PLAYAWAY PRODUCTS LLC	YOUTH MEDIA	270.70
02/24/2025	PLAYAWAY PRODUCTS LLC	YOUTH MEDIA	56.99
02/24/2025	PLAYAWAY PRODUCTS LLC	YOUTH MEDIA	215.20
02/24/2025	POLK COUNTY TREASURER	PAY TO OTHER AGENCIES-BLOOD DRAW	150.00
02/24/2025	RANGEMASTERS	UNIFORM ALLOW - M. DOLSEN	35.00
02/24/2025	RANGEMASTERS	UNIFORM ALLOW - J. LAMP	22.77
02/24/2025	RANGEMASTERS	UNIFORM ALLOW - D. TOWNES	35.13
02/24/2025	RANGEMASTERS	UNIFORM ALLOW - J. ANNIS	71.25
02/05/2025	RDG PLANNING & DESIGN	CIRKSENA PARK PAY REQ 7	1,628.75
02/24/2025	RED WING BUSINESS ADVANTAGE ACCOUNT	BOOTS ACHESON	196.38
02/07/2025	RELIANCE STANDARD LIFE INSURANCE	VOL LIFE INSURANCE Pay Period: 2/1/2025	1,171.20
02/21/2025	RELIANCE STANDARD LIFE INSURANCE	VOL LIFE INSURANCE Pay Period: 2/15/2025	1,171.20
02/24/2025	RICK'S TOWING	VEHICLE TOWS	128.00
02/24/2025	RICK'S TOWING	TRAILER TOWING	125.00
02/24/2025	RINGCENTRAL INC	HOSTED VOICE	2,692.61
02/24/2025	ROI ENERGY LLC	BUILDING MAINT	3.00
02/24/2025	SECTOR	NEW CAR SETUP -CEP	743.60
02/24/2025	SHERWIN WILLIAMS	PW REMODEL	75.76
02/24/2025	SHERWIN WILLIAMS	PW REMODEL	97.98
02/05/2025	SNYDER & ASSOCIATES	UNIVERSITY BLVD PUMP STATION PAY REQ 18	21,801.71
02/24/2025	STAR EQUIPMENT LTD	EQUIPT MAINT AND REPAIR	750.67
02/13/2025	STERNQUIST CONSTRUCTION INC	HICKMAN RD/NW 161ST ST PAY REQ 8	11,139.60
02/24/2025	STIVERS FORD	#739 REPAIR	57.68
02/24/2025	STONE CROSS LAWN AND LANDSCAPE LLC	86TH WALL INSTALLATION	4,030.00
02/24/2025	STOREY KENWORTHY	CHECKS	1,182.50
02/24/2025	SUPERIOR PEST CONTROL	PEST CONTROL	331.00
02/24/2025	SUPERIOR PEST CONTROL	PEST CONTROL	177.54
02/24/2025	SUPERIOR PEST CONTROL	PEST CONTROL	47.85
02/24/2025	SUPERIOR PEST CONTROL	PEST CONTROL	104.61
02/24/2025	TITAN MACHINERY	PARTS	6.19
02/07/2025	TREAS - STATE OF IA WH TAX	STATE WITHHOLDING STATE WITHHOLDING TAX Pay Period: 2/1/2025	22,682.00
02/21/2025	TREAS - STATE OF IA WH TAX	STATE WITHHOLDING STATE WITHHOLDING TAX Pay Period: 2/15/2025	23,971.00
02/24/2025	ULINE	PW REMODEL	199.10
02/24/2025	UNIQUE	MISC CONTRACT WORK- COLLECTION AGENCY	29.55
02/07/2025	UNITED WAY	CURRENT PAY WITHHOLDING UNITED WAY Pay Period: 2/1/2025	40.46
02/21/2025	UNITED WAY	CURRENT PAY WITHHOLDING UNITED WAY Pay Period: 2/15/2025	40.46
02/24/2025	VAN METER INC	PW REMODEL	578.99
02/24/2025	VAN METER INC	PW REMODEL	103.30
02/24/2025	VERIZON	DCU CELL	125.12
02/24/2025	VERIZON	DATA PLANS	1,118.28
02/24/2025	VESTIS	UNIFORMS	20.16

Date Paid	Vendor Name	Description	Amount Paid
02/24/2025	VESTIS	UNIFORMS	53.76
02/24/2025	VESTIS	UNIFORMS	53.76
02/24/2025	VESTIS	UNIFORMS	96.32
02/24/2025	VESTIS	UNIFORMS	20.16
02/24/2025	VESTIS	UNIFORMS	53.76
02/24/2025	VESTIS	UNIFORMS	53.76
02/24/2025	VESTIS	UNIFORMS	96.32
02/24/2025	VESTIS	UNIFORMS	53.76
02/24/2025	VESTIS	UNIFORMS	20.16
02/24/2025	VESTIS	UNIFORMS	96.32
02/24/2025	VESTIS	UNIFORMS	53.76
02/24/2025	VISION ELECTRIC LLC	PW REMODEL	2,535.47
02/24/2025	VISION ELECTRIC LLC	PW REMODEL	8,199.58
02/24/2025	WEST DES MOINES WATER WORKS	WATER FACILITIES	208.39
02/24/2025	WEX BANK	FUEL	89.59
02/24/2025	WEX BANK	FUEL	41.73
02/24/2025	WEX BANK	FUEL	958.64
02/24/2025	WEX BANK	FUEL	647.44
02/24/2025	WEX BANK	FUEL	2,922.07
02/24/2025	WEX BANK	FUEL	5,833.42
02/24/2025	WEX BANK	FUEL	210.05
02/24/2025	WEX BANK	FUEL	1,194.21
02/24/2025	WEX BANK	FUEL	1,668.23
02/24/2025	WEX BANK	FUEL	1,957.81
02/24/2025	WEX BANK	FUEL	1,355.84
02/24/2025	WEX BANK	FUEL	177.73
02/24/2025	WEX BANK	FUEL	79.12
01/31/2025	XPRESS BILL PAY	Tran Fees- UB	1,115.21
01/31/2025	XPRESS BILL PAY	Tran Fees- UB	892.17
01/31/2025	XPRESS BILL PAY	Tran Fees- UB	223.04
01/31/2025	XPRESS BILL PAY	Tran Fees- PD	5.85
01/31/2025	XPRESS BILL PAY	Tran Fees- Rec	13.65
01/31/2025	XPRESS BILL PAY	Tran Fees- Pool	13.65
01/31/2025	XPRESS BILL PAY	Tran Fees- CD	64.74
01/31/2025	XPRESS BILL PAY	Tran Fees- PW	1.56
01/31/2025	XPRESS BILL PAY	Tran Fees- Admin	22.90
02/24/2025	XTREME TREE	TREE REMOVAL	2,537.50
02/24/2025	XTREME TREE	TREE REMOVAL	3,320.00
Grand Totals:			2,091,539.86

Date Paid	Vendor Name	Description	Amount Paid
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The following expenditures have been reviewed and authorized as being justified and properly due and made in accordance to city guidelines.
This listing has been prepared by Finance Department staff and is being submitted to the City Council for approval.

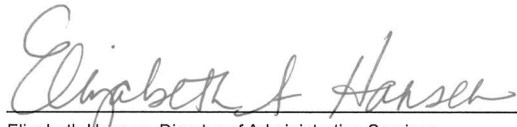
Bill List Claims \$ 2,091,539.86
(2/4/2025 - 2/24/2025)

Payroll
(2/07/2025) 320,530.01

Payroll
(2/21/2024) 323,342.86

Total \$ 2,735,412.73

Of the total payrolls, \$2016.18 are expense reimbursements.


Elizabeth Hansen, Director of Administrative Services

Date: 2/24/2025

Dated: _____

City Council:

Srikant Mikkilineni _____

Eric Klein _____

Ted Weaver _____

Michael McCoy _____

Susan Judkins _____



Memo

TO: Mayor and Council members

FROM: Matthew Graham, City Clerk

DATE: February 27, 2025

RE: Motion to Move the May 8, 2025 Regular City Council Meeting to May 1, 2025

SYNOPSIS:

Staff is recommending that the May 8, 2025 Regular City Council Meeting be moved to May 1, 2025 to accommodate Council attendance of the D.C. trip.

Attachments:

None



Memo

TO: Mayor and Council members

FROM: Matthew Graham, City Clerk

DATE: February 27, 2025

RE: Approve Retail Alcohol Sales License Renewal Application - Casey's -
2250 Woodlands Parkway

SYNOPSIS:

Staff recommends approval.

Attachments:

1. Casey's #2099 04_01_2025



Memo

TO: Mayor and Council members

FROM: Matthew Graham, City Clerk

DATE: February 27, 2025

RE: Approve Retail Alcohol Sales License Renewal Application - Hy-Vee Fast and Fresh

SYNOPSIS:

Staff recommends approval.

Attachments:

1. Hy-Vee Fast and Fresh 02_01_2025 (Ownership Update)



Memo

TO: Mayor and Council members

FROM: Matthew Graham, City Clerk

DATE: February 27, 2025

RE: Approve Retail Alcohol Sales License Renewal Application - Fareway
Stores #233 - 16035 Hickman Road

SYNOPSIS:

Staff recommends approval.

Attachments:

1. Fareway Stores, Inc. #233 04_03_2025



Memo

TO: Mayor and Council members

FROM: Matthew Graham, City Clerk

DATE: February 27, 2025

RE: Approve Retail Alcohol Sales License Renewal Application - Club Car Restaurant - 13435 University Avenue

SYNOPSIS:

Staff recommends approval.

Attachments:

1. Club Car Restaurant and Lounge 04_01_2025



Memo

TO: Mayor and Council members

FROM: Matthew Graham, City Clerk

DATE: February 27, 2025

RE: Approve Retail Alcohol Sales License Renewal Application - Clive
Parks & Rec - 12385 Woodlands Parkway

SYNOPSIS:

Staff recommends approval.

Attachments:

1. Clive Parks & Rec 04_23_2025



Memo

TO: Mayor and Council members

FROM: Jim Hagelie, Engineering Services Administrator

DATE: February 27, 2025

RE: Approve Pay Request #1 - Calhoun Burns & Associates - 2025 Bridge Maintenance Program - \$2,671.25

SYNOPSIS:

Staff is recommending approval of a Pay Request to Calhoun-Burns and Associates, Inc. for design services completed on the above referenced project.

Pay Estimate #1 - \$2,671.25

A breakdown of the contract status is as follows:

Contract Amount	-	\$37,825.00
Paid to Date	-	<u>\$ 2,671.25</u>
Contract Remaining	-	\$35,153.75

Please feel free to contact me at 223-6231 prior to the meeting if you have any questions or concerns.

Attachments:

1. Pay Request #1



CALHOUN-BURNS
&
ASSOCIATES

STATEMENT OF PROFESSIONAL SERVICES

City of Clive
Jim Hagelle, P.E.-Engineering Services Admin
2123 NW 111th Street
Clive, IA 50325-3755

January 24, 2025
Invoice No: 1756 - 1

2025 Bridge Rating & Inspection
Contract Date 12/12/2024

Professional Services from December 18, 2024 to January 18, 2025

January 10, 2023					
Phase	01	Field Investigations			
Fee					
Total Fee		1,950.00			
Percent Complete		50.00	Total Earned	975.00	
			Previous Fee Billing	0.00	
			Current Fee Billing	975.00	
			Total Fee		975.00
Total this Phase					\$975.00

Phase	02	Final Design			
Engineering services for					
Fee					
Total Fee		26,875.00			
Percent Complete		5.00	Total Earned	1,343.75	
			Previous Fee Billing	0.00	
			Current Fee Billing	1,343.75	
			Total Fee		1,343.75
Total this Phase					\$1,343.75

Phase	04	Admin, Coordination and Submittals			
Professional Personnel					
Principal I		Hours	Rate	Amount	
		1.50	235.00	352.50	
	Totals	1.50		352.50	
	Total Labor				352.50
			Total this Phase		\$352.50
			Total this Invoice		<u>\$2,671.25</u>



Memo

TO: Mayor and Council members

FROM: Matt McQuillen, City Manager

DATE: February 27, 2025

RE: Approve Pay Request #2 - DCI Group - City Hall & Library Phase 1 Remodel Project - \$38,797.18

SYNOPSIS:

Staff recommends approval of Pay Request #2 to DCI Group for construction management services completed to date for phase 1 of the City Hall/Library Remodel Project. The demolition portion of the project is complete. HVAC/electrical rough-ins are underway and new walls are being constructed.

Construction Management Services (Fee and Staff Costs)

Estimated Contract Amount	\$ 194,947.10	(Contract Approved 12/12/24)
Pay Request #1	\$ 21,226.73	Approved 2-6-25
Pay Request #2	\$ 21,786.73	
Balance Remaining	\$ 151,933.64	

General Conditions/Reimbursements

Estimated Contract Amount	\$ 53,926.53	(Contract Approved 12/12/24)
Pay Request #1	\$ 7,434.28	Approved 2-6-25
Pay Request #2	\$ 17,010.45	
Balance Remaining	\$ 29,481.80	

Total – Pay Request #2 **\$ 38,797.18**

Acct # 350-5750-6407

Attachments:

1. DCI Invoice 2 - CH-Lib Phase 1 CMA 2-27-25



220 SE 6th Street, Suite 200
Des Moines, IA 50309

City of Clive
Attn: Matt McQuillen
1900 NW 114th Street
Clive, IA 50325

INVOICE # 8

Date: 1/31/2025
Invoice #: 23-048-08

CM Services performed:
Clive City Hall Renovation

Period Completed:
January 2025

Vendor:	Description	Amount
DCI Group	Construction	\$ 12,880.00
DCI Group	Fee	\$ 8,906.73
DCI Group	Project Reimbursables	\$ 17,010.45
TOTAL DUE:		<u>\$ 38,797.18</u>

By: _____

Date: _____

DCI GROUP						App # : 8	
						App Date: January-25	
Description of Work	Scheduled Value	Changes	Revised Value	WORK COMPLETED		Total Completed	Balance Remaining
				Previous	This Period		
Clive City Hall Renovation							
Preconstruction	\$ 37,112.00	\$ -	\$ 37,112	\$ 37,112.00	\$ -	\$ 37,112.00	\$ -
Construction - Staff	\$ 132,600.00	\$ -	\$ 132,600	\$ 12,320.00	\$ 12,880.00	\$ 25,200.00	\$ 107,400.00
CM Fee	\$ 62,347.10	\$ -	\$ 62,347	\$ 8,906.73	\$ 8,906.73	\$ 17,813.46	\$ 44,533.64
Reimbursables	\$ 59,426.53	\$ -	\$ 59,427	\$ 7,434.28	\$ 17,010.45	\$ 24,444.74	\$ -
TOTAL	\$ 291,485.63	\$ -	\$ 291,485.63	\$ 65,773.01	\$ 38,797.18	\$ 104,570.19	\$ 151,933.64

Clive City Hall Renovation								
Construction								
Personnel	Hourly Rate	Contract	Previous	This Period	Total	Balance	Cost	
Project Executive	\$ 150.00	156	17	18	35	121	\$	2,700.00
Project Manager	\$ 110.00	390	44	46	90	300	\$	5,060.00
Project Engineer	\$ 85.00	780	88	92	180	600	\$	7,820.00
Total							\$	12,880.00

Reimbursables			
Vendor	Description	Invoice #	Amount
DCI Group	Software		\$ 871.93
DCI Group	Safety		\$ 500.00
Morgan Oaks Roll-Offs	Dumpster	19905	\$ 446.32
Morgan Oaks Roll-Offs	Dumpster	19917	\$ 497.94
Morgan Oaks Roll-Offs	Dumpster	19918	\$ 450.38
Morgan Oaks Roll-Offs	Dumpster	19919	\$ 463.14
Morgan Oaks Roll-Offs	Dumpster	19949	\$ 479.96
Morgan Oaks Roll-Offs	Dumpster	19950	\$ 482.28
Morgan Oaks Roll-Offs	Dumpster	19951	\$ 471.26
Morgan Oaks Roll-Offs	Dumpster	19952	\$ 550.14
Morgan Oaks Roll-Offs	Dumpster	19953	\$ 475.32
Morgan Oaks Roll-Offs	Dumpster	19954	\$ 560.58
Morgan Oaks Roll-Offs	Dumpster	20009	\$ 528.68
Morgan Oaks Roll-Offs	Dumpster	20068	\$ 455.60
Morgan Oaks Roll-Offs	Dumpster	20081	\$ 439.94
Morgan Oaks Roll-Offs	Dumpster	20084	\$ 489.24
Morgan Oaks Roll-Offs	Dumpster	20117	\$ 450.96
Beeline Blue	Specs/Plans		\$ 8,271.43
A King's Throne	Portable Toilets		\$ 125.35
			\$ -
Total			\$ 17,010.45



Morgan Oaks Roll-Offs

James Bickford
PO Box 42305
Urbandale, IA 50323

<http://www.morganoaksrolloffs.com>
james@morganoaksrolloffs.com

Invoice #19905

Bill To:
DCI Group
220 SE 6th Street
Suite 200
Des Moines, IA 50309
Attn: Mike

Job Site:
1900 NW 114th St
Clive, IA 50325

Work Order #: 30751
Date: Jan 7, 2025
Due: Feb 6, 2025
Terms:
PO:

Date	Item/Description	Qty	Rate	Amount
12/27	30yd - Standard Standard Pricing - 30 In: Dec 24	1	250.00	250.00
12/27	Fuel Surcharge-Tier 2 Fuel Surcharge. In: Dec 24	1	20.00	20.00
12/27	Landfill Fee Per Ton. Weight: 3.04	3.04	58.00	176.32
Sub Total:				446.32
Total:				\$446.32

Payments:

Date	Payment ID	Method	Reference	Amount
Open balance (this invoice):				\$446.32

James Bickford
PO Box 42305
Urbandale, IA
50323

<http://www.morganoaksrolloffs.com>
james@morganoaksrolloffs.com

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Morgan Oaks Roll-Offs

James Bickford
PO Box 42305
Urbandale, IA 50323

<http://www.morganoaksrolloffs.com>
james@morganoaksrolloffs.com

Invoice #19917

Bill To:
DCI Group
220 SE 6th Street
Suite 200
Des Moines, IA 50309
Attn: Mike

Job Site:
1900 NW 114th St
Clive, IA 50325

Work Order #: 30787
Date: Jan 7, 2025
Due: Feb 6, 2025
Terms:
PO:

Date	Item/Description	Qty	Rate	Amount
1/2	30yd - Standard Standard Pricing - 30 In: Dec 31	1	250.00	250.00
1/2	Fuel Surcharge-Tier 2 Fuel Surcharge. In: Dec 31	1	20.00	20.00
1/3	Landfill Fee Per Ton. Weight: 3.93	3.93	58.00	227.94
Sub Total:				497.94
Total:				\$497.94

Payments:

Date	Payment ID	Method	Reference	Amount
Open balance (this invoice):				\$497.94

James Bickford
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Morgan Oaks Roll-Offs

James Bickford
PO Box 42305
Urbandale, IA 50323

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james@morganoaksrolloffs.com

Invoice #19918

Bill To:
DCI Group
220 SE 6th Street
Suite 200
Des Moines, IA 50309
Attn: Mike

Job Site:
1900 NW 114th St
Clive, IA 50325

Work Order #: 30795
Date: Jan 7, 2025
Due: Feb 6, 2025
Terms:
PO:

Date	Item/Description	Qty	Rate	Amount
1/3	30yd - Standard Standard Pricing - 30 In: Jan 2	1	250.00	250.00
1/3	Fuel Surcharge-Tier 2 Fuel Surcharge. In: Jan 2	1	20.00	20.00
1/3	Landfill Fee Per Ton. Weight: 3.11	3.11	58.00	180.38
Sub Total:				450.38
Total:				\$450.38

Payments:

Date	Payment ID	Method	Reference	Amount
Open balance (this invoice):				\$450.38

James Bickford
PO Box 42305
Urbandale, IA
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Morgan Oaks Roll-Offs

James Bickford
PO Box 42305
Urbandale, IA 50323

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james@morganoaksrolloffs.com

Invoice #19919

Bill To:
DCI Group
220 SE 6th Street
Suite 200
Des Moines, IA 50309
Attn: Mike

Job Site:
1900 NW 114th St
Clive, IA 50325

Work Order #: 30802
Date: Jan 7, 2025
Due: Feb 6, 2025
Terms:
PO:

Date	Item/Description	Qty	Rate	Amount
1/3	30yd - Standard Standard Pricing - 30 In: Jan 3	1	250.00	250.00
1/3	Fuel Surcharge-Tier 2 Fuel Surcharge. In: Jan 3	1	20.00	20.00
1/6	Landfill Fee Per Ton. Weight: 3.33	3.33	58.00	193.14
Sub Total:				463.14
Total:				\$463.14

Payments:

Date	Payment ID	Method	Reference	Amount
Open balance (this invoice):				\$463.14

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PO Box 42305
Urbandale, IA
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Morgan Oaks Roll-Offs

James Bickford
PO Box 42305
Urbandale, IA 50323

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james@morganoaksrolloffs.com

Invoice #19949

Bill To:
DCI Group
220 SE 6th Street
Suite 200
Des Moines, IA 50309
Attn: Mike

Job Site:
1900 NW 114th St
Clive, IA 50325

Work Order #: 30807
Date: Jan 14, 2025
Due: Feb 13, 2025
Terms:
PO:

Date	Item/Description	Qty	Rate	Amount
1/6	30yd - Standard Standard Pricing - 30 In: Jan 3	1	250.00	250.00
1/6	Fuel Surcharge-Tier 2 Fuel Surcharge. In: Jan 3	1	20.00	20.00
1/6	Landfill Fee Per Ton. Weight: 3.62	3.62	58.00	209.96
Sub Total:				479.96
Total:				\$479.96

Payments:

Date	Payment ID	Method	Reference	Amount
Open balance (this invoice):				\$479.96

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Urbandale, IA
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Invoice #19950

Bill To:
DCI Group
220 SE 6th Street
Suite 200
Des Moines, IA 50309
Attn: Mike

Job Site:
1900 NW 114th St
Clive, IA 50325

Work Order #: 30835
Date: Jan 14, 2025
Due: Feb 13, 2025
Terms:
PO:

Date	Item/Description	Qty	Rate	Amount
1/8	30yd - Standard Standard Pricing - 30 In: Jan 7	1	250.00	250.00
1/8	Fuel Surcharge-Tier 2 Fuel Surcharge. In: Jan 7	1	20.00	20.00
1/8	Landfill Fee Per Ton. Weight: 3.66	3.66	58.00	212.28
Sub Total:				482.28
Total:				\$482.28

Payments:

Date	Payment ID	Method	Reference	Amount
Open balance (this invoice):				\$482.28

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Urbandale, IA
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PO Box 42305
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james@morganoaksrolloffs.com

Invoice #19951

Bill To:
DCI Group
220 SE 6th Street
Suite 200
Des Moines, IA 50309
Attn: Mike

Job Site:
1900 NW 114th St
Clive, IA 50325

Work Order #: 30829
Date: Jan 14, 2025
Due: Feb 13, 2025
Terms:
PO:

Date	Item/Description	Qty	Rate	Amount
1/8	30yd - Standard Standard Pricing - 30 In: Jan 6	1	250.00	250.00
1/8	Fuel Surcharge-Tier 2 Fuel Surcharge. In: Jan 6	1	20.00	20.00
1/8	Landfill Fee Per Ton. Weight: 3.47	3.47	58.00	201.26
Sub Total:				471.26
Total:				\$471.26

Payments:

Date	Payment ID	Method	Reference	Amount
Open balance (this invoice):				\$471.26

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Urbandale, IA
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James Bickford
PO Box 42305
Urbandale, IA 50323

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james@morganoaksrolloffs.com

Invoice #19952

Bill To:
DCI Group
220 SE 6th Street
Suite 200
Des Moines, IA 50309
Attn: Mike

Job Site:
1900 NW 114th St
Clive, IA 50325

Work Order #: 30849
Date: Jan 14, 2025
Due: Feb 13, 2025
Terms:
PO:

Date	Item/Description	Qty	Rate	Amount
1/10	30yd - Standard Standard Pricing - 30 In: Jan 9	1	250.00	250.00
1/10	Fuel Surcharge-Tier 2 Fuel Surcharge. In: Jan 9	1	20.00	20.00
1/10	Landfill Fee Per Ton. Weight: 4.83	4.83	58.00	280.14
Sub Total:				550.14
Total:				\$550.14

Payments:

Date	Payment ID	Method	Reference	Amount
Open balance (this invoice):				\$550.14

James Bickford
PO Box 42305
Urbandale, IA
50323

<http://www.morganoaksrolloffs.com>
james@morganoaksrolloffs.com

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James Bickford
PO Box 42305
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james@morganoaksrolloffs.com

Invoice #19953

Bill To:
DCI Group
220 SE 6th Street
Suite 200
Des Moines, IA 50309
Attn: Mike

Job Site:
1900 NW 114th St
Clive, IA 50325

Work Order #: 30816
Date: Jan 14, 2025
Due: Feb 13, 2025
Terms:
PO:

Date	Item/Description	Qty	Rate	Amount
1/6	30yd - Standard Standard Pricing - 30 In: Dec 27	1	250.00	250.00
1/6	Fuel Surcharge-Tier 2 Fuel Surcharge. In: Dec 27	1	20.00	20.00
1/6	Landfill Fee Per Ton. Weight: 3.54	3.54	58.00	205.32
Sub Total:				475.32
Total:				\$475.32

Payments:

Date	Payment ID	Method	Reference	Amount
Open balance (this invoice):				\$475.32

James Bickford
PO Box 42305
Urbandale, IA
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<http://www.morganoaksrolloffs.com>
james@morganoaksrolloffs.com

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Morgan Oaks Roll-Offs

James Bickford
PO Box 42305
Urbandale, IA 50323

<http://www.morganoaksrolloffs.com>
james@morganoaksrolloffs.com

Invoice #19954

Bill To:
DCI Group
220 SE 6th Street
Suite 200
Des Moines, IA 50309
Attn: Mike

Job Site:
1900 NW 114th St
Clive, IA 50325

Work Order #: 30859
Date: Jan 14, 2025
Due: Feb 13, 2025
Terms:
PO:

Date	Item/Description	Qty	Rate	Amount
1/13	30yd - Standard Standard Pricing - 30 In: Jan 10	1	250.00	250.00
1/13	Fuel Surcharge-Tier 2 Fuel Surcharge. In: Jan 10	1	20.00	20.00
1/13	Landfill Fee Per Ton. Weight: 5.01	5.01	58.00	290.58
Sub Total:				560.58
Total:				\$560.58

Payments:

Date	Payment ID	Method	Reference	Amount
Open balance (this invoice):				\$560.58

James Bickford
PO Box 42305
Urbandale, IA
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<http://www.morganoaksrolloffs.com>
james@morganoaksrolloffs.com

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Morgan Oaks Roll-Offs

James Bickford
PO Box 42305
Urbandale, IA 50323

<http://www.morganoaksrolloffs.com>
james@morganoaksrolloffs.com

Invoice #20009

Bill To:
DCI Group
220 SE 6th Street
Suite 200
Des Moines, IA 50309
Attn: Mike

Job Site:
1900 NW 114th St
Clive, IA 50325

Work Order #: 30894
Date: Jan 20, 2025
Due: Feb 19, 2025
Terms:
PO:

Date	Item/Description	Qty	Rate	Amount
1/16	30yd - Standard Standard Pricing - 30 In: Jan 13	1	250.00	250.00
1/16	Fuel Surcharge-Tier 2 Fuel Surcharge. In: Jan 13	1	20.00	20.00
1/16	Landfill Fee Per Ton. Weight: 4.46	4.46	58.00	258.68
Sub Total:				528.68
Total:				\$528.68

Payments:

Date	Payment ID	Method	Reference	Amount
Open balance (this invoice):				\$528.68

James Bickford
PO Box 42305
Urbandale, IA
50323

<http://www.morganoaksrolloffs.com>
james@morganoaksrolloffs.com

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Morgan Oaks Roll-Offs

James Bickford
PO Box 42305
Urbandale, IA 50323

<http://www.morganoaksrolloffs.com>
james@morganoaksrolloffs.com

Invoice #20068

Bill To:
DCI Group
220 SE 6th Street
Suite 200
Des Moines, IA 50309
Attn: Mike

Job Site:
1900 NW 114th St
Clive, IA 50325

Work Order #: 30919
Date: Jan 27, 2025
Due: Feb 26, 2025
Terms:
PO:

Date	Item/Description	Qty	Rate	Amount
1/20	30yd - Standard Standard Pricing - 30 In: Jan 16	1	250.00	250.00
1/20	Fuel Surcharge-Tier 2 Fuel Surcharge. In: Jan 16	1	20.00	20.00
1/20	Landfill Fee Per Ton. Weight: 3.2	3.2	58.00	185.60
Sub Total:				455.60
Total:				\$455.60

Payments:

Date	Payment ID	Method	Reference	Amount
Open balance (this invoice):				\$455.60

James Bickford
PO Box 42305
Urbandale, IA
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james@morganoaksrolloffs.com

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<http://www.morganoaksrolloffs.com>
james@morganoaksrolloffs.com

Invoice #20081

Bill To:
DCI Group
220 SE 6th Street
Suite 200
Des Moines, IA 50309
Attn: Mike

Job Site:
1900 NW 114th St
Clive, IA 50325

Work Order #: 30752
Date: Jan 28, 2025
Due: Feb 27, 2025
Terms:
PO:

Date	Item/Description	Qty	Rate	Amount
12/27	30yd - Standard Standard Pricing - 30 In: Dec 27	1	250.00	250.00
12/27	Fuel Surcharge-Tier 2 Fuel Surcharge. In: Dec 27	1	20.00	20.00
1/27	Landfill Fee Per Ton. Weight: 2.93	2.93	58.00	169.94
Sub Total:				439.94
Total:				\$439.94

Payments:

Date	Payment ID	Method	Reference	Amount
Open balance (this invoice):				\$439.94

James Bickford
PO Box 42305
Urbandale, IA
50323

<http://www.morganoaksrolloffs.com>
james@morganoaksrolloffs.com

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Morgan Oaks Roll-Offs

James Bickford
PO Box 42305
Urbandale, IA 50323

<http://www.morganoaksrolloffs.com>
james@morganoaksrolloffs.com

Invoice #20084

Bill To:
DCI Group
220 SE 6th Street
Suite 200
Des Moines, IA 50309
Attn: Mike

Job Site:
1900 NW 114th St
Clive, IA 50325

Work Order #: 30947
Date: Jan 28, 2025
Due: Feb 27, 2025
Terms:
PO:

Date	Item/Description	Qty	Rate	Amount
1/23	30yd - Standard Standard Pricing - 30 In: Jan 20	1	250.00	250.00
1/23	Fuel Surcharge-Tier 2 Fuel Surcharge. In: Jan 20	1	20.00	20.00
1/23	Landfill Fee Per Ton. Weight: 3.78	3.78	58.00	219.24
Sub Total:				489.24
Total:				\$489.24

Payments:

Date	Payment ID	Method	Reference	Amount
Open balance (this invoice):				\$489.24

James Bickford
PO Box 42305
Urbandale, IA
50323

<http://www.morganoaksrolloffs.com>
james@morganoaksrolloffs.com

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Morgan Oaks Roll-Offs

James Bickford
PO Box 42305
Urbandale, IA 50323

<http://www.morganoaksrolloffs.com>
james@morganoaksrolloffs.com

Invoice #20117

Bill To:
DCI Group
220 SE 6th Street
Suite 200
Des Moines, IA 50309
Attn: Mike

Job Site:
1900 NW 114th St
Clive, IA 50325

Work Order #: 30842
Date: Feb 3, 2025
Due: Mar 5, 2025
Terms:
PO:

Date	Item/Description	Qty	Rate	Amount
1/9	30yd - Standard Standard Pricing - 30 In: Jan 8	1	250.00	250.00
1/9	Fuel Surcharge-Tier 2 Fuel Surcharge. In: Jan 8	1	20.00	20.00
2/1	Landfill Fee Per Ton. Weight: 3.12	3.12	58.00	180.96
Sub Total:				450.96
Total:				\$450.96

Payments:

Date	Payment ID	Method	Reference	Amount
Open balance (this invoice):				\$450.96

James Bickford
PO Box 42305
Urbandale, IA
50323

<http://www.morganoaksrolloffs.com>
james@morganoaksrolloffs.com

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A King's Throne
450 NE 44th Avenue
Des Moines, IA 50313
515-288-5464
invoicing@akingsthroner.com

Invoice

Date	Invoice #
2/3/2025	CRO154995

Bill To
DCI Group Inc. 220 Southeast 6th Street Des Moines, Iowa 50309

Service Address
DCI Group 1801 NW 114th St 1801 Northwest 114th Street Clive, Iowa 50325

P.O. No.	Terms	Due Date
	Net 28	3/3/2025

Quantity	Description	Rate	Amount
1	Service of Construction Unit (2/3/2025 to 3/2/2025)	90.00	90.00
1	Rental of Construction Unit (2/3/2025 to 3/2/2025)	5.00	5.00
1	Winter Fee	15.00	15.00
1	Environmental Fee	15.00	15.00
	Sales Tax	7.00%	0.35
To Pay Online www.akingsthroner.com			

Credit Card Payments will incur a 3.95%
surcharge ACH Payments - no charge

Payments/Credits	\$0.00
Total	\$125.35
Balance Due	\$125.35

Late Fee \$5 per 28 days past due/ Rtn ck & decline card fee \$30 / Prices subject to change at anytime

Beeline + Blue
 2507 Ingersoll Ave
 Des Moines, IA 50312
 T +1515.244.1611
 www.beelineandblue.com

DCI Group
 220 SE 6th St.
 Suite 200
 Des Moines IA 50309

Attention: Janae Brown
Customer: #17281
Phone: (515) 244-5043

Invoice No.	INV045195
Pages	1 of 4
P.O. NO	24811
Issue Date	12/10/24
Due Date	01/09/25
Amount Due	\$8271.43

Invoice Summary

City of Clive City Hall & Library Renovation - 24811\Specs

Quote No. Q052141 Job No. J045570-01	Size	Quantity	Amount
DCI Group\241108 Clive City Hall & Library Renovation - 24811	8.5x11	20	\$1,170.00
PROJECT NAME: City of Clive City Hall & Library Renovation - 24811\Specs			

Number, Bagging & Wrapping	8.5x11	1	\$90.00
PROJECT NAME: City of Clive City Hall & Library Renovation - 24811\Specs			

City of Clive City Hall & Library Renovation - 24811\Plans

Quote No. Q052141 Job No. J045570-01	Size	Quantity	Amount
DCI Group\241108 Clive City Hall & Library Renovation - 24811	30x42	20	\$3,000.00
PROJECT NAME: City of Clive City Hall & Library Renovation - 24811\Plans			

To receive email invoices and statements please send an email with the contact information to ap@beelineandblue.com.
 Thank you for your business! Questions or concerns about this invoice? Please call (515) 244-1611 Ext 2224.

PAYMENT TERMS
30 Days from invoice date

Beeline + Blue
 2507 Ingersoll Ave
 Des Moines, IA 50312
 T +1515.244.1611
 www.beelineandblue.com

DCI Group
 220 SE 6th St.
 Suite 200
 Des Moines IA 50309

Attention: Janae Brown
Customer: #17281
Phone: (515) 244-5043

Invoice No.	INV045195
Pages	2 of 4
P.O. NO	24811
Issue Date	12/10/24
Due Date	01/09/25
Amount Due	\$8271.43

Clive City Hall & Library Renovation - 24811\241115 Add 1\Small Format

Quote No. Q052141	Job No. J045570-01	Size	Quantity	Amount
DCI Group\241108 Clive City Hall & Library Renovation - 24811\241115 Add 1\Small Format		8.5x11	5	\$10.95

PROJECT NAME: Clive City Hall & Library Renovation - 24811\241115 Add 1\Small Format

Clive City Hall & Library Renovation - 24811\241115 Add 1\Plans

Quote No. Q052141	Job No. J045570-01	Size	Quantity	Amount
DCI Group\241108 Clive City Hall & Library Renovation - 24811\241115 Add 1\Plans		30x42	5	\$766.50

PROJECT NAME: Clive City Hall & Library Renovation - 24811\241115 Add 1\Plans

Clive City Hall & Library Renovation - 24811\241115 Add 1 Email Addendum

Quote No. Q052141	Job No. J045570-01	Size	Quantity	Amount
DCI Group\241108 Clive City Hall & Library Renovation - 24811\241115 Add 1		Digital Services	118	\$88.50

PROJECT NAME: Clive City Hall & Library Renovation - 24811\241115 Add 1 Email Addendum

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PAYMENT TERMS
 30 Days from invoice date

Beeline + Blue
 2507 Ingersoll Ave
 Des Moines, IA 50312
 T +1515.244.1611
 www.beelineandblue.com

DCI Group
 220 SE 6th St.
 Suite 200
 Des Moines IA 50309

Attention: Janae Brown
Customer: #17281
Phone: (515) 244-5043

Invoice No.	INV045195
Pages	3 of 4
P.O. NO	24811
Issue Date	12/10/24
Due Date	01/09/25
Amount Due	\$8271.43

Clive City Hall & Library Renovation - 24811\241127 Add 2 Email Addendum

Quote No. Q052141	Job No. J045570-01	Size	Quantity	Amount
DCI Group\241108 Clive City Hall & Library Renovation - 24811\241127 Add 2		Digital Services	147	\$110.25
PROJECT NAME: Clive City Hall & Library Renovation - 24811\241127 Add 2 Email Addendum				

Clive City Hall & Library Renovation - 24811 Digital Planroom Fee

Quote No. Q052141	Job No. J045570-01	Size	Quantity	Amount
DCI Group\241108 Clive City Hall & Library Renovation - 24811		Digital Services	1	\$2,500.00
Includes all uploads/downloads of plans, specs, and addendums.				
PROJECT NAME: Clive City Hall & Library Renovation - 24811 Digital Planroom Fee				

Clive City Hall & Library Renovation - 24811 Small Format Download

Quote No. Q052141	Job No. J045570-01	Size	Quantity	Amount
DCI Group\241108 Clive City Hall & Library Renovation - 24811		8.5x11	95880	\$0.00
PROJECT NAME: Clive City Hall & Library Renovation - 24811 Small Format Download				

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PAYMENT TERMS
 30 Days from invoice date

Beeline + Blue
 2507 Ingersoll Ave
 Des Moines, IA 50312
 T +1515.244.1611
 www.beelineandblue.com

DCI Group
 220 SE 6th St.
 Suite 200
 Des Moines IA 50309

Attention: Janae Brown
Customer: #17281
Phone: (515) 244-5043

Invoice No.	INV045195
Pages	4 of 4
P.O. NO	24811
Issue Date	12/10/24
Due Date	01/09/25
Amount Due	\$8271.43

Clive City Hall & Library Renovation - 24811 Large Format Download

Quote No. Q052141 Job No. J045570-01	Size	Quantity	Amount
DCI Group\241108 Clive City Hall & Library Renovation - 24811	30x42	9287	\$0.00
PROJECT NAME: Clive City Hall & Library Renovation - 24811 Large Format Download			

Subtotal	\$7736.20
Tax	\$535.23
Total Price	\$8,271.43

Ship To: Janae Brown, DCI Group, 220 SE 6th St., Suite 200, Des Moines, IA 50309, United States

To receive email invoices and statements please send an email with the contact information to ap@beelineandblue.com.
 Thank you for your business! Questions or concerns about this invoice? Please call (515) 244-1611 Ext 2224.

PAYMENT TERMS
 30 Days from invoice date



Memo

TO: Mayor and Council members

FROM:

DATE: February 27, 2025

RE: Approve Pay Request #10 – Stantec Consulting Services - Little Walnut Creek Restoration and Trail Construction - \$199,350.00

SYNOPSIS:

Staff recommends approval of Pay Request #10 to Stantec Consulting Services for the work performed Little Walnut Creek Restoration and Trail Construction (Resolution 2023-023, Stantec No. 193806064). Work on this pay request included mitigation banking, trail design, and construction observation.

Pay Request #10 - \$199,350.00

The PSA Status is as follows:

Original Contract Amount	\$ 671,060.00
Amendment #1:	\$ 66,798.00
Amendment #2:	\$ 109,005.00
Amendment #3:	\$ 209,111.00
Total Approved Agreement Amount:	\$ 1,055,974.00

Item - Council Date	Amount
Stantec Phase 2 Pay Request #1 - 3/14/2024	\$ 65,876.00
Stantec Phase 2 Pay Request #2 3/31/023	\$ 41,298.00
Stantec Phase 2 Pay Request #3 4/27/023	\$ 176,423.61
Stantec Phase 2 Pay Request #4 9/14/2023	\$ 133,634.59
Stantec Phase 2 Pay Request #5 12/14/2023	\$ 4,281.98
Stantec Phase 2 Pay Request #6 12/14/2023	\$ 24,238.82
Stantec Phase 2 Pay Request #7 2/1/2024	\$ 30,844.25
Stantec Phase 2 Pay Request #8 2/8/2024	\$ 6,682.25
Stantec Phase 2 Pay Request #9 7/11/2024	\$ 104,064.15
Stantec Phase 2 Pay Request #10 2/27/2025	\$ 199,350.00
Paid to date:	\$ 587,343.65

Amount remaining on agreement:	\$ 468,630.35
Total requested to date:	\$ 786,693.65
Total amount due this pay request:	\$ 199,350.00
Amount remaining on agreement after this pay request:	\$ 269,280.35

Please feel free to contact me at (515) 223-6231 or rtokuhisa@cityofclive.com prior to the meeting if you have any questions or concerns.

Attachments:

1. LWC - Stantec Ph 2 Invoice # 10

Invoice Number	2350492
Invoice Date	February 7, 2025
Purchase Order	--
Customer Number	142965
Project Number	193806064

Bill To

City of Clive, IA
Accounts Payable
2123 NW 11th Street
Clive IA 50325
United States

Please Remit To

Stantec Consulting Services
Inc. (SCSI)
13980 Collections Center
Drive
Chicago IL 60693
United States

Project Clive Little Walnut Creek Restoration and Trail Construction Phase 2

Project Manager	Schlegel, Kellie Marie	Contract Upset	1,052,680.00
Current Invoice Total (USD)	199,350.00	Contract Billed to Date	835,584.22
		For Period Ending	December 31, 2024

Top Task	200	Project Management
Low Task	200	Project Management

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Chapman, Debra J (Debbie)	13.75	142.00	1,952.50
Gies, Aimee L	6.50	142.00	923.00
Stanley, William L (Will)	15.50	157.00	2,433.50
Harding, Sarah Ellen	4.75	161.00	764.75
Gilman, Joshua B (Josh)	6.00	172.00	1,032.00
Schlegel, Kellie Marie	40.50	172.00	6,966.00
Subtotal Professional Services	87.00		14,071.75

Subconsultants

Jeo Consulting Group	472.50
Subtotal Subconsultants	472.50

Low Task Subtotal	14,544.25
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Top Task Subtotal	14,544.25
-------------------	-----------

Top Task	202	Streambank Stabilization East: \$46,282.75
Low Task	202	Streambank Stabilization West: \$27,543.75

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Just, Samuel P (Sam)	36.75	127.00	4,667.25
Kemper, Lauren Nicole	10.00	133.00	1,330.00
Jaros, Chris L	49.50	142.00	7,029.00
Mason, James P	26.00	142.00	3,692.00
Withers, Urban S (Samuel)	29.25	142.00	4,153.50

Invoice Number	2350492
Invoice Date	February 7, 2025
Purchase Order	--
Customer Number	142965
Project Number	193806064

Engle, Christopher M (Chris)	15.25	157.00	2,394.25
Hurley, Leslie A	20.25	157.00	3,179.25
Jaros, Chris L	32.50	157.00	5,102.50
Ricketts, Jonathan (Jon)	34.00	157.00	5,338.00
Shelton, Stephanie M	52.50	157.00	8,242.50
Stanley, William L (Will)	19.25	157.00	3,022.25
Stokes, Ryan T	62.00	157.00	9,734.00
Hoffman, Daniel E	0.75	161.00	120.75
Rungee, Joseph Patton (Joe)	11.50	161.00	1,851.50
Sendelbach, Michael A	16.25	161.00	2,616.25
Wagner, Mimi Marie	2.00	161.00	322.00
Anderson, Cory S	28.75	172.00	4,945.00
Gilman, Joshua B (Josh)	29.50	172.00	5,074.00
Ginn, Shepley Grant (Grant)	4.50	225.00	1,012.50
Subtotal Professional Services	480.50		73,826.50

Low Task Subtotal 73,826.50

Top Task Subtotal 73,826.50

Top Task 203 Mitigation Banking
Low Task 203 Mitigation Banking

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Faddis, Tahnee Qualls	40.50	142.00	5,751.00
Withers, Urban S (Samuel)	7.75	142.00	1,100.50
Harris, Abby Irene	16.00	157.00	2,512.00
Stanley, William L (Will)	63.75	157.00	10,008.75
Gilman, Joshua B (Josh)	26.00	172.00	4,472.00
Schlegel, Kellie Marie	3.75	172.00	645.00
Subtotal Professional Services	157.75		24,489.25

Low Task Subtotal 24,489.25

Top Task Subtotal 24,489.25

Top Task 205 Trail Design East: \$10,140.75
Low Task 205 Trail Design West: \$6,153.25

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Pesik, Joseph Richard (Joey)	1.25	133.00	166.25
Harding, Sarah Ellen	44.00	161.00	7,084.00
Gilman, Joshua B (Josh)	3.00	172.00	516.00

Invoice Number	2350492
Invoice Date	February 7, 2025
Purchase Order	--
Customer Number	142965
Project Number	193806064

Schlegel, Kellie Marie	7.00	172.00	1,204.00
Subtotal Professional Services	<u>55.25</u>		<u>8,970.25</u>

Subconsultants

Jeo Consulting Group		7,323.75
Subtotal Subconsultants		<u>7,323.75</u>

Low Task Subtotal	16,294.00
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Top Task Subtotal	16,294.00
-------------------	-----------

Top Task	207	T7 Construction Observation - SRF WRR22-002
Low Task	207.001	Project Coordination

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Sample, Andrew R (Andy)	3.00	142.00	426.00
Stokes, Ryan T	7.00	157.00	1,099.00
Uhl III, John N (Nick)	49.50	157.00	7,771.50
Aronson, Jacob Doron (Jake)	4.00	161.00	644.00
Engle, Christopher M (Chris)	14.00	161.00	2,254.00
Sendelbach, Michael A	4.00	161.00	644.00
Gilman, Joshua B (Josh)	10.00	172.00	1,720.00
Taylor, Sarah Louise	1.50	183.00	274.50
Ginn, Shepley Grant (Grant)	13.00	225.00	2,925.00
Subtotal Professional Services	<u>106.00</u>		<u>17,758.00</u>

Low Task Subtotal	17,758.00
-------------------	-----------

Low Task	207.002	1.1 Onsite Construction Observation - 9 mobilizations @ \$4,987 each
-----------------	----------------	---

Current Amount

44,883.00

Low Task Subtotal	44,883.00
-------------------	-----------

Low Task	207.003	1.1 Onsite Construction Observation - 1 mobilization @ \$7,394 each
-----------------	----------------	--

Current Amount

7,394.00

Low Task Subtotal	7,394.00
-------------------	----------

Low Task	207.004	1.2 Weekly Virtual Meetings
-----------------	----------------	------------------------------------

Invoice Number	2350492
Invoice Date	February 7, 2025
Purchase Order	--
Customer Number	142965
Project Number	193806064

Professional Services

Category/Employee	Current Hours	Rate	Current Amount
Aronson, Jacob Doron (Jake)	1.00	161.00	161.00
Subtotal Professional Services	<u>1.00</u>		<u>161.00</u>

Low Task Subtotal	161.00
-------------------	--------

Top Task Subtotal	70,196.00
-------------------	-----------

Total Fees & Disbursements	<u>199,350.00</u>
INVOICE TOTAL (USD)	199,350.00

Net Due in 30 Days or in accordance with terms of the contract



Memo

TO: Mayor and Council members

FROM: Jeff May, Public Works Director

DATE: February 27, 2025

RE: Approve Purchase - Douglas Parkway and Berkshire Parkway Intersection Signalization Project - Signal Poles and Mast Arms - CSLA Iowa - \$51,702.00

SYNOPSIS:

The Douglas Parkway and Berkshire Parkway Signalization Project is included in the CIP. Snyder & Associates is currently working on the design for the project. Staff's goal is to have this project completed by the time school starts in the fall. The reason behind having the intersection signalization completed by the start of school in the fall is due to the anticipated increase in traffic at this location caused by the work on Alice's Road. One of the challenges of meeting that goal is the delivery time for mast arms and poles.

Quotes were requested for both Millerbernd and Valmont poles and mast arms. The following quotes were received:

<u>Time</u>	<u>Bidder</u>	<u>Quote</u>	<u>Manufacturer</u>	<u>Lead</u>
	CSLA Iowa		Millerbernd	20-22
weeks		\$51,702.00		
	Electrical Products Company		Valmont	24-26
weeks		\$63,498.00		

CLSA Iowa submitted the low quote of \$51,702.00 for Millerbernd poles and mast arms. The delivery time for their product is 20-22 weeks. Approval of the quote at this time would provide for the poles and mast arms to be delivered around the first of August, providing time to have the signalization of the intersection completed by the time school starts in the fall.

Staff recommends approval of the purchase of Millerbernd poles and mast arms from CSLA Iowa in the amount of \$51,702.00.

Please feel free to contact Jeff May, Public Works Director, prior to the meeting at 223-6231 or jmay@cityofclive.com if you have any questions or concerns.

Attachments:

1. 02-27-25 - Douglas & Berkshire Signalization Project - Quote - Millerbernd Signal Poles and Mast Arms - CSLA Iowa - \$51,702.00
2. 02-27-25 - Douglas & Berkshire Signalization Project - Quote - Valmont Signal Poles and Mast Arms - Electrical Products Co - \$63,498.00



Quote

Job Name: Clive Douglas & Berkshire Signal Poles
Quote #: 25-27215-0
Quote Label: Initial Version
Job Location:
Issue Date: 2/20/2025
Good Through: 4/7/2025
Quoted By: Gwiasda, Steve

CSLA IOWA
319 SW 5TH ST
SUITE 202
DES MOINES, IA 50309
(Phn) 515-650-8122

Quoted To: City of Clive
1900 NW 114th St
Clive, IA 50325

Type	Qty	Manufacturer / Brand	Catalog #	UPC	Line Comment	Unit \$	Ext \$
			DESIGN STANDARD: SUDAS SPEC				
			SIGNAL NOTES:				
			1. HOT DIP GALVANIZED FINISH				
			2. ONE PIECE VERTICAL POST WITH 15' SINGLE OR DUAL LUMINAIRE ARMS @ 40' MOUNTING HEIGHT				
			3. TRANSFORMER BASES INCLUDES				
			4. LESS WIND DAMPENING DEVICE				
			5. ANCHOR BOLTS INCLUDED IN PRICING				
	1	Millerbernd	CSMAP-35-15L+15L-GV			\$11,938.00	\$11,938.00
	1	Millerbernd	SMAP-52-GV			\$14,311.00	\$14,311.00
	1	Millerbernd	CSMAP-25-15L-GV			\$12,037.00	\$12,037.00
	1	Millerbernd	SMAP-45-GV			\$13,416.00	\$13,416.00

Grand Total: \$51,702.00



Quote

Job Name: Clive Douglas & Berkshire Signal Poles
Quote #: 25-27215-0
Quote Label: Initial Version
Job Location:
Issue Date: 2/20/2025
Good Through: 4/7/2025
Quoted By: Gwiasda, Steve

Manufacturer Totals

Manufacturer	Total
Millerbernd	\$51,702.00

Notes

- * Final confirmation of quantities is the responsibility of the contractor.
 - * Lamps NOT Included Except as Noted
 - * Factory freight allowances are per each manufacturer's published terms and subject to manufacturer changes. Freight details in the body of quote supersede standard terms at the end of the quote.
 - * Please reference CSLA quote number on purchase order. Quotation is void if changed.
 - * Pricing Valid for 30-Days to Order - 90-Days to Release.
 - * SPARE FIXTURES AND COMPONENTS ARE NOT INCLUDED UNLESS OTHERWISE NOTED.
- General pricing you can use for estimating:
SPARE DRIVERS - if required will be \$100 PER DRIVER
SPARE LED BOARDS/MODULES - if required will be \$100 EACH
SPARE LENSING - if required will be \$100 PER 4FT LENS
- * The terms are per each Manufacturer's published terms and conditions of sale and subject to manufacturer changes.
- In general, if specification requires WARRANTY TO START at any time other than FIXTURE SHIPMENT DATE - i.e. SUBSTANTIAL COMPLETION DATE - an ADDITIONAL 1YR WARRANTY may be required - MUST ADD 10% to ALL quoted prices for ADDITIONAL YEAR WARRANTY COVERAGE
- * Errors and omissions are subject to correction. CSLA is *not responsible for fixture and control device counts.
 - * Shipment schedules are established by Manufacturer. Any lead time shown are estimates.
 - * Custom products require a deposit and payment in full prior to shipping with no returns or cancellations allowed.
 - * Quotes are based on one release per Manufacturer. Split shipments will be subject to freight charges.
 - * POLE PRICING IS CONTINGENT ON THE TOTAL QUANTITY OF POLES QUOTED AND ONE SHIPMENT TO ONE LOCATION. ANY CHANGE IN THE TOTAL QUANTITY WILL REQUIRE A REQUOTE AS POLE FREIGHT IS INCLUDED UNLESS OTHERWISE NOTED. Acuity poles do *not* count towards freight prepaid for Acuity fixtures. Pre-shipment of anchor bolts will be plus freight.
 - * CSLA does not take responsibility for accuracy of submittals unless they are done by CSLA or reviewed by CSLA prior to submitting.
 - * A set of submittals marked "Approved as Noted", or CSLA Release Waiver Form, will be required for all project orders.
 - * Most linear products and poles will require Factory Drawings to be approved. Distributor Hold For Release PO is required to get factory drawings - which can take 1-2 weeks. Order will not be released to production until factory drawings are approved. Standard catalog cuts/specs will NOT be accepted.
 - * CSLA is not responsible for labor charges. A labor estimate must be submitted and approved by manufacturer prior to work being performed. Chargebacks not honored without prior written approval from Manufacturer.
 - * Material for suspending or mounting fixtures and equipment is not included unless specifically noted or called out in part number.



Quote

Job Name: Clive Douglas & Berkshire Signal Poles
Quote #: 25-27215-0
Quote Label: Initial Version
Job Location:
Issue Date: 2/20/2025
Good Through: 4/7/2025
Quoted By: Gwiasda, Steve

Notes

- * MILLERBERND:
- 1) Quoted prices are valid for 45 days. Prices are subject to change on orders that are not released within 90 days from the date of the original purchase order.
 - 2) Quotation is subject to acceptance at time of order placement. Quoted unit prices are based on total quantities listed in their entirety. Any variation in quantities or split purchase orders may result in additional charges.
 - 3) This quotation is based upon Millerbernd Manufacturing Company Current Standard Terms and Conditions of sale located at <https://www.millerbernd.com/wp-content/uploads/2017/12/MMC-Standard-TC.pdf>.
 - 4) F.O.B. Delivery Site-Commission Level "D" and freight included in total price based on order consolidation. If a dedicated truck is requested, additional freight will be incurred at time of invoice.
 - 5) Please be advised delivery will be based on manufacturing lead times at time of release and may differ from quoted lead time.

Freight/Order Terms

Millerbernd:	F.O.B. Delivery Site - freight included in pricing based on order consolidation. If dedicated truck is requested, additional freight will be incurred at time of invoice.	Freight Minimum:	See Terms	Qualifies: N/A
	Quoted unit prices are based on total quantities listed. Any variation in quantities or split purchase orders may result in additional charges.			

ELECTRICAL PRODUCTS COMPANY

MANUFACTURERS REPRESENTATIVE

February 21, 2025

**City of Clive
Douglas Parkway and
Berkshire Parkway Traffic Signalization
Valmont Quote #641404-01**

The following quote from Valmont Ind. is for the above referenced project:

Item	Qty	Description	NCC	Extended
1	1	IA-35-HR-15/15-M232-GV-HH-AB	\$ 15,923.00	\$ 15,923.00
2	1	IA-52-PTP-M232-GV-HH-AB	\$ 19,514.00	\$ 19,514.00
3	1	IA-25-HR-15-M232-GV-HH-AB	\$ 14,557.00	\$ 14,557.00
4	1	IA-45-PTP-M232-GV-HH-AB	\$ 13,504.00	\$ 13,504.00
				\$ 63,498.00
		Optional Adder Below		
5	1+	TR1-MITIGATOR	\$ 2,750.00	\$ 2,750.00
		See the attached brochure. This Vibration- Dampening device can be used to replace the commonly used "sign blank" located at the end of the mast arm. It has been proven to be more than 85% effective and can greatly reduce fatigue failures in mast arms.		
		SIGN BLANK - "WIND DAMPENERS" ARE NOT INCLUDED		
		WITH COMBO SIGNAL POLES THAT BEING QUOTED ABOVE		

Notes:

1. Sized per 2013 AASHTO – 90 MPH – Fatigue Category II.
2. Items 1 and 3 are Galvanized Steel Combination Mast Arm Traffic Signal Poles with a one-piece vertical upright pole. Each of these poles will include a Mast Arm sized per the project's specifications. A Single (*item 3*) or Dual (*item 1*) 15ft luminaire arms (**nominal 40ft luminaire mounting height**), Hand Hole w/ Cover and the foundation Anchor Bolts are included. These poles will be mounted on top the included M232 transformer bases.
3. Items 2 and 4 are Galvanized Steel Mast Arm Only Traffic Signal Poles with a one-piece vertical upright pole. Each of these poles will include a Mast Arm sized per the project's specifications. A factory installed PTP or Pole Top Plate to allow for a future mast extension and luminaire arm to be added if needed, Hand Hole w/ Cover and the foundation Anchor Bolts are included. These poles will be mounted on top the included M232 transformer bases.
4. Item 5 is the Valmont TR1 Mitigator (vibration dampening device). This device is being quoted as an "Optional" item if in the event that the contractor chooses to use this device instead of a sign blank that is commonly used as a wind dampener. Valmont does not supply sign blanks with their mast arms to be used as wind dampeners.

Continued Page 2

12799 Q Street*Omaha, NE 68137 * PHONE: (402)895-2001 FAX: (402)895-5808

www.electricalproductsco.com

ELECTRICAL PRODUCTS COMPANY

MANUFACTURERS REPRESENTATIVE

5. Signs and Signal hangers are not included.
6. A signed and approved submittal drawing will be required to be done before an order can be released for production and shipment. These submittal drawings will be done and sent out for the contractor's approval after the purchase order has been placed. Please be sure to allow **15-20** business days for these submittal drawings to be issued.
7. *Please* be sure have the correct **ship to address** along with the delivery **contact name** and **phone number** noted on your purchase order.

Terms: Net 30 Days, See Attached Valmont Terms and Conditions
Price: **Valid for 30 days. Orders will subject to Review and Revision if the order is not released within 60 days of the order being placed.**
F.O.B.: Factory Origin - Freight Allowed
Shipment: Estimated at **22-24 weeks** after release - based on current business conditions. **(Subject to Change)**

Thank You,
Steve Rolfes, Kevin Meier
Electrical Products Company



Memo

TO: Mayor and Council members

FROM: Jeff Nuss, Sanitary/Storm Sewer Supervisor

DATE: February 27, 2025

RE: Approve Purchase - Ascendance Trucks Midwest - Dump Truck
Purchase and Outfitting - \$213,893.00

SYNOPSIS:

Ascendance Trucks Midwest was awarded the state bid for the truck chassis and submitted a proposal for a truck chassis and with the snow removal equipment installed on the chassis by Hawkeye Truck Equipment.

Ascendance Trucks Midwest's proposal for the truck chassis and all snow removal equipment installed on the dump truck is \$283,393.00.

Ascendance Trucks Midwest included an allowance of \$69,500.00 for the trade of the City's dump truck #716 and equipment. The City can purchase the truck and all Equipment for \$283,393.00, or purchase with the trade of dump truck #716 for a cost of \$213,893.00.

Staff recommends your approval of the purchase of a dump truck and snow removal equipment from Ascendance Trucks Midwest for the price of \$213,893.00, including the trade of the City's dump truck #716.

Please feel free to contact me prior to the meeting at 515-223-6231 or jnuss@cityofclive.com if you have any questions.

Attachments:

1. Quote
2. Memo

Prepared For:

CITY OF CLIVE Plow Truck - Front Plow - Mid-Wing -
Belly Plow
Jeff May
2123 NW 111TH St.
Clive, IA 50325-3755
(515)223 - 6231
Reference ID: HV 4x2 D-8098A

Presented By:

Ascendance Trucks Midwest
Shane Broderick
3311 ADVENTURELAND DRIVE
ALTOONA IA 50009 -
(515)967-3300

Jeff,

Here is a quote for a New International HV507 4x2 using the National Sourcewell Pricing Contract #032824-NVS, this price would be good for the truck being produced in 2025.

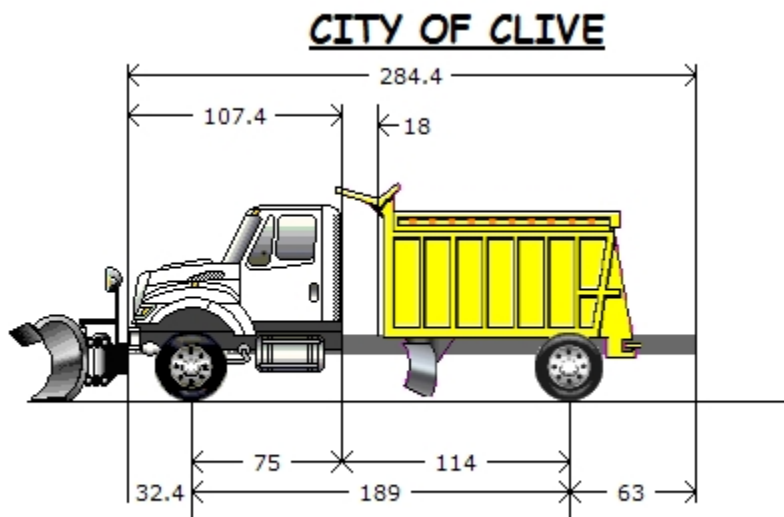
\$115,404.00 International HV507 4x2

\$167,989.00 Hawkeye Truck Equipment Quote #26858

\$283,393.00

\$69,500.00 Trade value for Unit #716

\$213,893.00 For truck and equipment less trade in



Model Profile
2026 HV507 SFA (HV507)

AXLE CONFIG:	4X2
APPLICATION:	Front Plow and Underbelly Scraper with Spreader
MISSION:	Requested GVWR: 39000. Calc. GVWR: 36220. Calc. GCWR: 80000
DIMENSION:	Wheelbase: 189.00, CA: 114.00, Axle to Frame: 63.00
ENGINE, DIESEL:	{Cummins L9 300} EPA 2024, 300HP @ 2200 RPM, 860 lb-ft Torque @ 1200 RPM, 2200 RPM Governed Speed, 300 Peak HP (Max)
TRANSMISSION, AUTOMATIC:	{Allison 3500 RDS} 6th Generation Controls, Wide Ratio, 6-Speed with Double Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, with 80,000-lb GVW and GCW Max, On/Off Highway
CLUTCH:	Omit Item (Clutch & Control)
AXLE, FRONT NON-DRIVING:	{Meritor MFS-14-143A} Wide Track, I-Beam Type, 14,000-lb Capacity
AXLE, REAR, SINGLE:	{Meritor RS-23-161} Single Reduction, 23,000-lb Capacity, 200 Wheel Ends Gear Ratio: 5.63
CAB:	Conventional, Day Cab
TIRE, FRONT:	(2) 11R22.5 Load Range H XZE2 (MICHELIN), 501 rev/mile, 75 MPH, All-Position
TIRE, REAR:	(4) 11R22.5 Load Range H XDN2 (MICHELIN), 497 rev/mile, 75 MPH, Drive

SUSPENSION, REAR, SINGLE:

31,000-lb Capacity, Vari-Rate Springs, with 4500-lb Capacity Auxiliary Multileaf Springs

PAINT:

Cab schematic 100WK

Location 1: 9219, Winter White (Std)

Chassis schematic N/A

Code	Description	F/R Wt (lbs)	Tot Wt (lbs)
HV50700	Base Chassis, Model HV507 SFA with 189.00 Wheelbase, 114.00 CA, and 63.00 Axle to Frame.	5957/3683	9640

AXLE CONFIGURATION

1ANA	AXLE CONFIGURATION 4x2	49/-108	-59
	<u>Notes</u> : Pricing may change if axle configuration is changed.		

ENGINE

12EYW	ENGINE, DIESEL {Cummins L9 300} EPA 2024, 300HP @ 2200 RPM, 860 lb-ft Torque @ 1200 RPM, 2200 RPM Governed Speed, 300 Peak HP (Max)	560/4	564
12VKC	EMISSION, CALENDAR YEAR {Cummins L9} EPA, OBD and GHG Certified for Calendar Year 2025	0/0	0
12XCS	CARB EMISSION WARR COMPLIANCE Does Not Comply with CARB Emission Warranty	0/0	0
12WZE	CARB IDLE COMPLIANCE Does Not Comply with California Clean Air Idle Regulations	0/0	0
12WVG	EPA IDLE COMPLIANCE Low NOx Idle Engine, Complies with EPA Clean Air Regulations; Includes "Certified Clean Idle" Decal on Hood	0/0	0
10UAV	VEHICLE REGISTRATION IDENTITY ID for Non-CARB Omnibus and/or Non-ACT Adopting State or Exempt Vehicle. Not for use on vehicles registering in CA/MA / OR/NJ/NY/WA. Contains non-mitigated legacy engine & cannot be registered in CA unless exempt. You may be held liable under state law for failure to properly register vehicle.	0/0	0
	<u>Notes</u> : CANNOT BE REGISTERED IN CA. For vehicles that will be registered in States other than CA.		
12UWZ	RADIATOR Aluminum, Cross Flow, Front to Back System, 1228 SqIn, with 1167 SqIn Charge Air Cooler, Includes In-Tank Oil Cooler	23/-5	18
	<u>Includes</u> : DEAERATION SYSTEM with Surge Tank : HOSE CLAMPS, RADIATOR HOSES Gates Shrink Band Type; Thermoplastic Coolant Hose Clamps : RADIATOR HOSES Premium, Rubber		
12THT	FAN DRIVE {Horton Drivemaster} Two-Speed Type, Direct Drive, with Residual Torque Device for Disengaged Fan Speed	0/0	0
	<u>Includes</u> : FAN Nylon		
12VAL	AIR CLEANER Dual Element, with Integral Snow Valve and In-Cab Control	6/0	6
12703	ANTI-FREEZE Red, Extended Life Coolant; To -40 Degrees F/ -40 Degrees C, Freeze Protection	0/0	0
12VYP	ENGINE CONTROL, REMOTE MOUNTED No Provision for Remote Mounted Engine Control	0/0	0
12851	PTO EFFECTS, ENGINE FRONT Less PTO Unit, Includes Adapter Plate on Engine Front Mounted	10/0	10

Code	Description	F/R Wt (lbs)	Tot Wt (lbs)
12VXV	THROTTLE, HAND CONTROL Engine Speed Control for PTO; Electronic, Mobile, Variable Speed; (Range 2 to 20 MPH) Mounted on Steering Wheel	2/0	2
TRANSMISSION			
13BDR	TRANSMISSION, AUTOMATIC {Allison 3500 RDS} 6th Generation Controls, Wide Ratio, 6-Speed with Double Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, with 80,000-lb GVW and GCW Max, On/Off Highway	211/72	283
13WYH	TRANSMISSION TCM LOCATION Located Inside Cab	0/0	0
13WUC	ALLISON SPARE INPUT/OUTPUT for Rugged Duty Series (RDS) and Regional Haul Series (RHS), General Purpose Trucks, Construction, Package Number 223	0/0	0
13WVV	NEUTRAL AT STOP Allison Transmission Shifts to Neutral When Service Brake is Depressed and Vehicle is at Stop; Remains in Neutral Until Service Brake is Released	0/0	0
13XAM	PTO LOCATION Dual, Customer Intends to Install PTO at Left and/or Right Side of Transmission	0/0	0
13WDZ	SHIFT CONTROL PARAMETERS {Allison} 3000 or 4000 Series Transmissions, S1 Performance in Primary and Fixed Programming in Secondary	0/0	0
13WLP	TRANSMISSION OIL Synthetic; 29 thru 42 Pints	0/0	0
13WET	TRANSMISSION SHIFT CONTROL Column Mounted Stalk Shifter, Not for Use with Allison 1000 & 2000 Series Transmission	1/0	1
CLUTCH			
11001	CLUTCH Omit Item (Clutch & Control)	0/0	0
REAR AXLES, SUSPENSIONS			
14ASK	AXLE, REAR, SINGLE {Meritor RS-23-161} Single Reduction, 23,000-lb Capacity, 200 Wheel Ends . Gear Ratio: 5.63	0/240	240
14SAL	SUSPENSION, REAR, SINGLE 31,000-lb Capacity, Vari-Rate Springs, with 4500-lb Capacity Auxiliary Multileaf Springs	0/207	207
FRONT AXLES			
2ARV	AXLE, FRONT NON-DRIVING {Meritor MFS-14-143A} Wide Track, I-Beam Type, 14,000-lb Capacity	60/0	60
FRONT SUSPENSIONS			
3ADD	SUSPENSION, FRONT, SPRING Parabolic Taper Leaf, Shackle Type, 14,000-lb Capacity, with Shock Absorbers	44/0	44
3770	SPRINGS, FRONT AUXILIARY Rubber	10/0	10
CABS, COWLS, BODIES			
16030	CAB Conventional, Day Cab	0/0	0
16ZBT	ACCESS, CAB Steel, Driver & Passenger Sides, Two Steps per Door, for use with Day Cab and Extended Cab	0/0	0
16BAM	AIR CONDITIONER with Integral Heater and Defroster	0/0	0

Code	Description	F/R Wt (lbs)	Tot Wt (lbs)
16WBY	ARM REST, RIGHT, DRIVER SEAT	3/0	3
16VKB	CAB INTERIOR TRIM Classic, for Day Cab	0/0	0
	<u>Includes</u> : CONSOLE, OVERHEAD Molded Plastic with Dual Storage Pockets, Retainer Nets and CB Radio Pocket; Located Above Driver and Passenger : DOME LIGHT, CAB Door Activated and Push On-Off at Light Lens, Timed Theater Dimming, Integral to Overhead Console, Center Mounted : SUN VISOR (2) Padded Vinyl; 2 Moveable (Front-to-Side) Primary Visors, Driver Side with Toll Ticket Strap		
16WSK	CAB REAR SUSPENSION Air Bag Type	0/0	0
16WLS	FRESH AIR FILTER Attached to Air Intake Cover on Cowl Tray in Front of Windshield Under Hood	0/0	0
16GEG	GAUGE CLUSTER Premium Level; English with English Electronic Speedometer	0/0	0
	<u>Includes</u> : GAUGE CLUSTER DISPLAY: Base Level (3" Monochromatic Display), Premium Level (5" LCD Color Display); Odometer, Voltmeter, Diagnostic Messages, Gear Indicator, Trip Odometer, Total Engine Hours, Trip Hours, MPG, Distance to Empty/ Refill for : GAUGE CLUSTER Speedometer, Tachometer, Engine Coolant Temp, Fuel Gauge, DEF Gauge, Oil Pressure Gauge, Primary and Secondary Air Pressure : WARNING SYSTEM Low Fuel, Low DEF, Low Oil Pressure, High Engine Coolant Temp, Low Battery Voltage (Visual and Audible), Low Air Pressure (Primary and Secondary)		
16HGH	GAUGE, OIL TEMP, AUTO TRANS for Allison Transmission	1/0	1
16XJP	INSTRUMENT PANEL Wing Panel	0/0	0
16HKT	IP CLUSTER DISPLAY On Board Diagnostics Display of Fault Codes in Gauge Cluster	0/0	0
16SNR	MIRRORS (2) C-Loop, Power Adjust, Heated, LED Clearance Lights, Bright Heads and Arms, 7.5" x 14" Flat Glass, Includes 7.5" x 7" Convex Mirrors, for 102" Load Width	0/0	0
	<u>Notes</u> : Mirror Dimensions are Rounded to the Nearest 0.5"		
16SJX	MIRROR, CONVEX, HOOD MOUNTED {Lang Mekra} (2) Right and Left Sides, Bright, Heated, 7.5" Sq.	9/0	9
16VLV	MONITOR, TIRE PRESSURE Omit	-9/-2	-11
16KCA	SEAT, DRIVER {National 2000 195} Air Suspension, High Back with Integral Headrest, Vinyl, Isolator, 8" Adjuster, 1 Chamber Lumbar, 2 Position Front Cushion Adjust, 6-23 Degree Seat Back Angle Adjust, Dual Shocks	-6/-2	-8
16SMN	SEAT, PASSENGER {National} Non Suspension, High Back, Fixed Back, Integral Headrest, Vinyl	15/8	23
16WJU	WINDOW, POWER (2) and Power Door Locks, Left and Right Doors, Includes Express Down Feature	0/0	0
16VSL	WINDSHIELD Heated, Single Piece	0/0	0
16XWJ	WINDSHIELD WIPER BLADES Winter Type	2/0	2

Code	Description	F/R Wt (lbs)	Tot Wt (lbs)
FRAMES			
1CAJ	FRAME RAILS Heat Treated Alloy Steel (120,000 PSI Yield); 10.866" x 3.622" x 0.437" (276.0mm x 92.0mm x 11.1mm); 456.0" (11582mm) Maximum OAL	168/372	540
1LLA	BUMPER, FRONT Swept Back, Steel, Heavy Duty	0/0	0
1MEJ	FRAME DIMPLE Dimple on Left and Right Top Flange of Frame Rail to Reference Rear Axle Centerline	0/0	0
1WDS	FRAME EXTENSION, FRONT Integral; 20" In Front of Grille	138/-33	105
1570	TOW HOOK, FRONT (2) Frame Mounted	8/0	8
1WEV	WHEELBASE RANGE 146" (370cm) Through and Including 195" (495cm)	217/-217	0
BRAKES			
4091	BRAKE SYSTEM, AIR Dual System for Straight Truck Applications Includes : BRAKE LINES Color and Size Coded Nylon : DRAIN VALVE Twist-Type : GAUGE, AIR PRESSURE (2) Air 1 and Air 2 Gauges; Located in Instrument Cluster : PARKING BRAKE CONTROL Yellow Knob, Located on Instrument Panel : PARKING BRAKE VALVE For Truck : QUICK RELEASE VALVE On Rear Axle for Spring Brake Release: 1 for 4x2, 2 for 6x4 : SPRING BRAKE MODULATOR VALVE R-7 for 4x2, SR-7 with relay valve for 6x4/8x6	0/0	0
4AZJ	AIR BRAKE ABS {Bendix AntiLock Brake System} 4-Channel (4 Sensor/4 Modulator) Full Vehicle Wheel Control System, with Automatic Traction Control	0/0	0
4GBM	BRAKE, PARKING Manual Push-Pull Pneumatic Parking Brake	1/0	1
4XDP	BRAKES, FRONT {Meritor 16.5X5 Q-PLUS CAST} Air S-Cam Type, Cast Spider, Fabricated Shoe, Double Anchor Pin, Size 16.5" X 5", 14,700-lb Capacity	-23/0	-23
4EXP	BRAKE CHAMBERS, FRONT AXLE {Bendix} 20 SqIn	2/0	2
4LAA	SLACK ADJUSTERS, FRONT {Haldex} Automatic	14/0	14
4WBX	DUST SHIELDS, FRONT BRAKE for Air Cam Brakes	10/0	10
4XDR	BRAKES, REAR {Meritor 16.5X7 Q-PLUS CAST} Air S-Cam Type, Cast Spider, Fabricated Shoe, Double Anchor Pin, Size 16.5" X 7", 23,000-lb Capacity per Axle	0/52	52
4EXW	BRAKE CHAMBERS, REAR AXLE {Bendix EnduraSure Pro} 30/30 SqIn Spring Brake	0/7	7
4LGA	SLACK ADJUSTERS, REAR {Haldex} Automatic	0/16	16
4WDM	DUST SHIELDS, REAR BRAKE for Air Cam Brakes	0/10	10
4SPA	AIR COMPRESSOR {Cummins} 18.7 CFM	0/0	0
4EBD	AIR DRYER {Wabco System Saver 1200} with Heater	8/3	11
4VKC	AIR DRYER LOCATION Mounted Inside Left Rail, Back of Cab	14/7	21
4VKJ	AIR TANK LOCATION (2) Mounted Under Battery Box, Outside Left Rail, Back of Cab, Perpendicular to Rail	-16/24	8

Code	Description	F/R Wt (lbs)	Tot Wt (lbs)
4732	DRAIN VALVE {Berg} with Pull Chain, for Air Tank	0/0	0
4619	TRAILER CONNECTIONS Four-Wheel, with Hand Control Valve and Tractor Protection Valve, for Straight Truck	2/0	2

Notes

: When electronic stability control is ordered with trailer connections on a 4x2 truck, please check the operator manual for trailer weight restrictions.

STEERING

5PSA	STEERING GEAR {Sheppard M100} Power	0/0	0
5710	STEERING COLUMN Tilting and Telescoping	16/3	19
5CAW	STEERING WHEEL 4-Spoke; 18" Dia., Black	0/0	0

DRIVELINES

6DGB	DRIVELINE SYSTEM {Dana Spicer} SPL140, for 4x2/6x2	4/20	24
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EXHAUST SYSTEMS

7BLW	EXHAUST SYSTEM Horizontal Aftertreatment System, Frame Mounted Right Side Under Cab, for Single Vertical Tail Pipe, Frame Mounted Right Side Back of Cab	130/46	176
7BEV	AFTERTREATMENT COVER Steel, Black	10/3	13
7WCM	EXHAUST HEIGHT 8' 10"	14/10	24
7WBS	MUFFLER/TAIL PIPE GUARD (1) Bright Stainless Steel	15/10	25
7WZY	SWITCH, FOR EXHAUST 2 Position, Lighted & Latching, On/Off Type, Mounted in IP, Inhibits Diesel Particulate Filter Regeneration as Long as Switch is in On Position	2/0	2
7WAZ	TAIL PIPE (1) Turnback Type	6/4	10

ELECTRICAL SYSTEMS

8000	ELECTRICAL SYSTEM 12-Volt, Standard Equipment	0/0	0
	Includes : DATA LINK CONNECTOR For Vehicle Programming and Diagnostics In Cab : HAZARD SWITCH Push On/Push Off, Located on Instrument Panel to Right of Steering Wheel : HEADLIGHT DIMMER SWITCH Integral with Turn Signal Lever : PARKING LIGHT Integral with Front Turn Signal and Rear Tail Light : STARTER SWITCH Electric, Key Operated : STOP, TURN, TAIL & B/U LIGHTS Dual, Rear, Combination with Reflector : TURN SIGNAL SWITCH Self-Cancelling for Trucks, Manual Cancelling for Tractors, with Lane Change Feature : WINDSHIELD WIPER SWITCH 2-Speed with Wash and Intermittent Feature (5 Pre-Set Delays), Integral with Turn Signal Lever : WINDSHIELD WIPERS Single Motor, Electric, Cowl Mounted : WIRING, CHASSIS Color Coded and Continuously Numbered		
12VYL	ACCESSORY WIRING, SPECIAL for Road Speed Wire Coiled Under Instrument Panel for Customer Use	0/0	0

Vehicle Specifications
2026 HV507 SFA (HV507)

February 13, 2025

Code	Description	F/R Wt (lbs)	Tot Wt (lbs)
8WXD	ALARM, PARKING BRAKE Electric Horn Sounds in Repetitive Manner When Vehicle Park Brake is "NOT" Set, with Ignition "OFF" and any Door Opened	0/0	0
8GGG	ALTERNATOR {Delco Remy 36SI} Brushless, 12 Volt, 165 Amp Capacity, Pad Mount, with Remote Sense	7/0	7
8RPR	ANTENNA for Increased Roof Clearance Applications	1/0	1
8THJ	AUXILIARY HARNESS 3.0' for Auxiliary Front Head Lights and Turn Signals for Front Plow Applications	2/0	2
8VUL	BATTERY BOX Steel, with Plastic Cover, 18" Wide, 2-4 Battery Capacity, Mounted Left Side Back of Cab	-33/10	-23
8RMH	BATTERY DISCONNECT SWITCH {Cole-Hersee 75920-06} 300 Amp, Disconnects Charging Circuits, Locks with Padlock, Battery Box Mounted	2/0	2
8MSG	BATTERY SYSTEM {Fleetrite} Maintenance-Free, (3) 12-Volt 1980CCA Total, Top Threaded Stud	26/27	53
8HAB	BODY BUILDER WIRING Back of Day Cab at Left Frame or Under Sleeper, Extended or Crew Cab at Left Frame; Includes Sealed Connectors for Tail/Amber Turn/Marker/ Backup/Accessory Power/Ground and Sealed Connector for Stop/ Turn	2/0	2
8RGA	2-WAY RADIO Wiring Effects; Wiring with 20 Amp Fuse Protection, Includes Ignition Wire with 5 Amp Fuse, Wire Ends Heat Shrink and Routed to Center of Header Console in Cab	2/0	2
8XAH	CIRCUIT BREAKERS Manual-Reset (Main Panel) SAE Type III with Trip Indicators, Replaces All Fuses	0/0	0
8518	CIGAR LIGHTER Includes Ash Cup	1/0	1
8WPH	CLEARANCE/MARKER LIGHTS (5) {Truck Lite} Amber LED Lights, Flush Mounted on Cab or Sunshade	0/0	0
8WTP	COURTESY LIGHT (2) Mounted In Front Map Pocket Left and Right Side	1/0	1
8XNY	HEADLIGHTS Halogen	0/0	0
8WRB	HEADLIGHTS ON W/WIPERS Headlights Will Automatically Turn On if Windshield Wipers are Turned On	0/0	0
8XHN	HORN, AIR Single Trumpet, Black, with Lanyard Pull Cord	3/0	3
8541	HORN, ELECTRIC (2) Disc Style	1/0	1
8WWJ	INDICATOR, LOW COOLANT LEVEL with Audible Alarm	0/0	0
8XPK	POWER SOURCE, ADDITIONAL Auxiliary Power Outlet (APO) with USB-A Port and USB-C Port, Located in the Instrument Panel	0/0	0
8RPT	RADIO AM/FM/WB/Clock/USB Input/Auxiliary Input	3/0	3
8RPB	RADIO, STEERING WHEEL CONTROLS Mounted in Steering Wheel, Radio Function Control Switch, Includes Volume Up/Down, Mute, Forward/Back and Bluetooth Answer/Disconnect	8/2	10
8RMZ	SPEAKERS (2) 6.5" Dual Cone Mounted in Both Doors, (2) 5.25" Dual Cone Mounted in Both B-Pillars	5/3	8
8WTK	STARTING MOTOR {Delco Remy 38MT Type 300} 12 Volt, Less Thermal Over-Crank Protection	8/1	9

Code	Description	F/R Wt (lbs)	Tot Wt (lbs)
8TKB	STOP, TURN, TAIL & B/U LIGHTS {Truck Lite} Super 44, with LED Lights for Stop, Turn & Tail Lights, Truck Lite Super 40 for Backup Lights, with Power Module, "International" Termination and Less Junction Box, Includes Incandescent License Plate Light	0/5	5
8WPZ	TEST EXTERIOR LIGHTS Pre-Trip Inspection will Cycle all Exterior Lamps Except Back-up Lights	0/0	0
8TMG	TRAILER CONNECTION SOCKET {Phillips} 7-Way, Mounted at Rear of Frame, Wired for Turn Signals Combined with Stop, Compatible with Trailers with Combined Stop, Tail, Turn Lamps	0/7	7
8XGT	TURN SIGNALS, FRONT Includes LED Side Turn Lights Mounted on Fender	0/0	0
8WGL	WINDSHIELD WIPER SPD CONTROL Force Wipers to Slowest Intermittent Speed When Park Brake Set and Wipers Left on for a Predetermined Time	0/0	0

FRONT END

9WBC	FRONT END Tilting, Fiberglass, with Three Piece Construction, for WorkStar/HV	0/0	0
9HBM	GRILLE Stationary, Chrome	0/0	0
9HBN	INSULATION, SPLASH PANELS for Sound Abatement	2/0	2
9HAN	INSULATION, UNDER HOOD for Sound Abatement	10/0	10
9AAB	LOGOS EXTERIOR Model Badges	0/0	0
9AAE	LOGOS EXTERIOR, ENGINE Badges	0/0	0

SPEEDOMETER, TOOLS, MISC

10021	CHASSIS COATING Corrosion Resistant E-Coat Primer Coating for Single Frame Rails	0/0	0
10AGB	COMMUNICATIONS MODULE Telematics Device with Over the Air Programming; Includes Five Year Data Plan and International 360	1/0	1
10JPA	CUSTOMER IDENTITY for Sourcewell	0/0	0
10WBS	KEYS - ALL ALIKE, ADDITIONAL 2 Keys	0/0	0
10060	PAINT SCHEMATIC, PT-1 Single Color, Design 100 Includes : PAINT SCHEMATIC ID LETTERS "WK"	0/0	0
10761	PAINT TYPE Base Coat/Clear Coat, 1-2 Tone	0/0	0
10SLV	PROMOTIONAL PACKAGE Government Silver Package	0/0	0

FUEL TANKS

15SGJ	FUEL TANK Top Draw, Non-Polished Aluminum, D-Style, 16" Tank Depth, 50 US Gal (189L), Mounted Left Side, Under Cab	23/3	26
15WDG	DEF TANK 7 US Gal (26L) Capacity, Frame Mounted Outside Left Rail, Under Cab	0/0	0
15LNR	FUEL/WATER SEPARATOR {Racor 400 Series} with Primer Pump, Includes Water-in-Fuel Sensor, Mounted on Engine	0/0	0

WHEELS, TIRES - FRONT

Code	Description	F/R Wt (lbs)	Tot Wt (lbs)
27DUK	WHEELS, FRONT {Accuride 29169} DISC; 22.5x8.25 Rims, Powder Coat Steel, 5-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with .472" Thick Increased Capacity Disc and Steel Hubs	12/0	12
7482133269	(2) TIRE, FRONT 11R22.5 Load Range H XZE2 (MICHELIN), 501 rev/mile, 75 MPH, All-Position	-10/0	-10

WHEELS, TIRES - REAR

28DUK	WHEELS, REAR {Accuride 29169} DUAL DISC; 22.5x8.25 Rims, Powder Coat Steel, 5-Hand Hole, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with .472" Thick Increased Capacity Disc and Steel Hubs	0/24	24
7482133264	(4) TIRE, REAR 11R22.5 Load Range H XDN2 (MICHELIN), 497 rev/mile, 75 MPH, Drive	0/8	8

WHEELS MISC OPTIONS

29WAP	WHEEL GUARDS, FRONT {Accuride} for Metric Hub Piloted Wheels with Flanged Mounting Nuts Mounted Between Hub and Wheel	0/0	0
29WAR	WHEEL GUARDS, REAR {Accuride} for Metric Hub Piloted Wheels with Flanged Mounting Nuts, Mounted Between Hub & Wheel and Between Dual Wheels	0/0	0

BODY INTEGRATION

60AAG	BDY INTG, REMOTE POWER MODULE Mounted Inside Cab Behind Driver Seat, Up to 6 Outputs & 6 Inputs, Max 20 amp per Channel, Max 80 amp Total; Includes 1 Switch Pack with Latched Switches	0/0	0
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Services Section:
WARRANTY

40128	WARRANTY Standard for HV507, HV50B, HV607 Models, Effective with Vehicles Built July 1, 2017 or Later, CTS-2025A	0/0	0
40YZL	SRV CONT, EXT CUMMINS ENG/AFTR To 60-Month/100,000 Miles (160,000 km), Extended Cummins L9 Engine Coverage, Protection Plan 1 and Aftertreatment, (Truck Application Only)	0/0	0

Total Component Weight:

7765/4524 **12289**
(lbs) (lbs)
(lbs) (lbs)

Program Locks	Turn door locks off	0/0	0
PD4 Cut Extra Key	PD4 One extra key for a total of three (3) keys.	0/0	0
LED Heated Headlamps	Install LED heated headlights at Truck Sales Processing center.	0/0	0

Total Goods Purchased:

0/0 **0**

The weight calculations included in this proposal are an estimate of future vehicle weight. The actual weight as manufactured may be different from the estimated weight. Navistar, Inc. shall not be liable for any consequences resulting from any differences between the estimated weight of a vehicle and the actual weight.

Error creating report. Method not found: 'Void Navistar.ST.Web.UI.Controls.UILSTPageBarData..ctor(System.String, System.String, System.String, System.String, System.String, System.String, System.String, System.String, System.String, System.String, System.String, System.String, System.String, System.String, System.String, System.String, System.String, System.String, Boolean, System.String, System.String, System.String, System.String, Boolean, Boolean, System.String, System.String)'.

Memo

TO: Mayor Edwards, Clive City Council Members and Matt McQuillen
FROM: Jeff Nuss, Operations Supervisor
DATE: February 14, 2025
RE: Purchase of Dump Truck and Snow Equipment



Public Works Department

Ascendance Trucks Midwest was awarded the state bid for the truck chassis and submitted a proposal for a truck chassis and with the snow removal equipment installed on the chassis by Hawkeye Truck Equipment.

Ascendance Trucks Midwest's proposal for the truck chassis and all snow removal equipment installed on the dump truck is \$283,393.00.

Ascendance Trucks Midwest included an allowance of \$69,500.00 for the trade of the City's dump truck #716 and equipment. The City can purchase the truck and all Equipment for \$283,393.00, or purchase with the trade of dump truck #716 for a cost of \$213,893.00.

Staff recommends your approval of the purchase of a dump truck and snow removal equipment from Ascendance Trucks Midwest for the price of \$213,893.00, including the trade of the City's dump truck #716.

Please feel free to contact me prior to the meeting at 515-223-6231 or jnuss@cityofclive.com if you have any questions.



Memo

TO: Mayor and Council members

FROM: Jeff May, Public Works Director

DATE: February 27, 2025

RE: Approve Quote - HVAC Improvements for Public Works Building Remodel - Baker Group - \$28,919.00

SYNOPSIS:

Public Works is in the process of remodeling the Public Works building. The remodel is being completed by Public Works staff. As part of the renovations, staff needed to have some HVAC work done by a contractor. Staff requested quotes from the Baker Group, Lozier and Wykoff. Lozier did not respond to our request for a quote and Wykoff declined to provide a bid stating they could not meet our timeline. The Baker Group was the only contractor to provide a quote for the work.

The CIP includes \$300,000 for the Public Works Building Remodel. The current OPC is shown below:

Materials/Contracts to Date			
	Materials Purchased to Date		\$ 21,494.70
	Portable Toilets	A King's	
Throne	\$ 1,520.00		
	Sprinkler Work	Continental	
Fire	\$ 6,120.00		
	Doors	Walsh	\$ 4,717.0
0			
	Lights/Cable	Van Meter	
Electric	\$ 4,674.75		
	Refrigerators	Nebraska Furniture	
Mart	\$ 3,569.00		
	Electrical Work	Vision Electric &	
Plumbing	\$ 2,535.47		
	Plumbing Fixtures	Vision Electric &	
Plumbing	\$ 18,867.33		
	Plumbing Work	Vision Electric &	
Plumbing	\$ 37,965.97		
	Cabinets	Waukee	
Cabinet	\$ 10,267.79		
	Security Improvements	Baker	
Group	\$ 33,095.00		
	Security Cameras	Baker	
Group	\$ 43,481.00		
Subtotal Materials/Contracts to			
Date	\$188,305.01		
Remaining Materials/Contracts			
	Additional		
Materials	Various	\$ 42,200.00	
	Fire Alarm		
Work	PerMar	\$ 1,000.00	

	Sheetmetal	TBD	\$ 2,500.00
	Network Switch	TBD	\$ 3,000.00
	Battery Backup	TBD	\$ 3,000.00
	Patch Panels	TBD	\$ 1,000.00
	Subtotal Remaining Materials/Contracts		\$ 52,700.00
241,005.01	Total to Date		\$
	HVAC Work		\$ 28,919.00
269,924.01	Total with HVAC work		\$

Staff recommends approval of the quote from the Baker Group in the amount of \$28,919.00 to complete the necessary HVAC work.

Please feel free to contact Jeff May, Public Works Director, prior to the meeting at 223-6231 or jmay@cityofclive.com if you have any questions or concerns.

Attachments:

1. 02-27-25 - PW Remodel - Proposal for HVAC Improvements - Baker Group - \$28,919.00



Baker Group
1600 SE Corporate Woods Drive
Ankeny, Iowa 50021-7501
Main Phone: 515.262.4000
Main Fax: 515.266.1025
www.thebakergroup.com

01/28/2025

Jason Stevens
Road Maintenance Supervisor-Public Works
City of Clive

Public Works Breakroom Renovation:

Dear Jason: Baker Group Sheet Metal is pleased to offer this proposal to provide material, labor and management for the Public Works Breakroom Renovation project.

Our scope of work is as follows:

- Mobilize, verify, and prep work area.
- We will disconnect and rework existing ERV duct as called out on the drawings.
- We will provide and install (2) New Fire Dampers.
- We will install new exhaust duct from existing ERV's to the second floor and stop within 3' of termination locations per our discussion.
- We will connect to existing duct to install new supply air and return air duct in the locker rooms. We will stop duct within 3' of termination point per our discussion.
- We will fabricate and install a manual balancing damper and bird screen to make return air duct for the breakroom wild return.
- We will provide and install (4) new supply air taps with balancing dampers for the breakroom duct.
- We will fabricate and install a manual volume damper to balance the existing stairwell diffuser.
- Clean up, close out, demobilize work area.
- All work to be done during normal business hours (7:00am-3:30pm).

Notes:

- We will provide Insulator to wrap all duct to match existing duct.
- We will provide balancing to set all CFM per design.
- We exclude demo except for rework of the ERV Exhaust.
- We exclude providing and installation of all flex duct and diffusers.
- We exclude any wall changes to meet requirements for new Fire Dampers.
- We exclude any design work. All work is to be done based on Shive-Hattery design.

For the above scope of work, we quote a price of \$28,919 (plus, applicable taxes)

Please feel free to contact me with any questions. Thank you for the opportunity.

Sincerely, Tyler May

Tyler May | Project Engineer - Sheet Metal

Direct: [515.299.4179](tel:515.299.4179) | Mobile: [515.802.1085](tel:515.802.1085) | mayt@TheBakerGroup.com

Main: **855.262.4000** | [Create a Service Request](#)

[Des Moines](#) | [Cedar Rapids](#) | [Quad Cities](#) | [Kansas City](#)

PROJECT TERMS AND CONDITIONS

GENERAL

1. Baker Group agrees to perform all work in a careful and workman-like manner and to furnish only materials of good quality.
2. The customer will provide reasonable access to all areas and equipment, and will allow Baker Group to stop and start equipment as may be necessary to fulfill the terms of the project.
3. All work will be performed during normal working hours, 8:00 AM to 4:30 PM, Monday through Friday.
4. The customer will promptly pay invoices upon receipt. Should a payment become thirty (30) days or more delinquent, Baker Group may stop all work under this project without notice and/or cancel this project, and the entire project amount shall become due and payable immediately upon demand.
5. In addition to any price specified on the face hereof, the customer shall pay and be responsible for the gross amount of any present or future sales, use, excise, value-added, or other similar tax, however designated, applicable to the price, sale or delivery or any products, services or the work furnished hereunder or for their use by Baker Group on behalf of the customer whether such tax shall be local, state, or federal in nature.
6. In the event Baker Group must commence legal action in order to recover any amount payable under this Agreement, the customer shall pay Baker Group all court costs and attorney's fees incurred by Baker Group.
7. Any legal action relating to this agreement, or the breach thereof, shall be commenced within one (1) year from the date of the work.
8. This Proposal valid for a period of 60 days after issuance.
9. Any balance unpaid for 30 days shall bear a FINANCE CHARGE computed by a "periodic rate" of 1.5% per month, which is an ANNUAL PERCENTAGE OF 18%.
10. To pay with MasterCard or Visa, please visit www.thebakergroup.com and click on the link "Invoice Payment: near the bottom of the webpage. There is a 3% convenience fee for payment on line using a credit card. Remittance using E-check on line with no fee is available.

LIMITATIONS OF LIABILITY AND INDEMNITIES

1. Baker Group will not be liable for damage or loss caused by delay in installation or interrupted service due to fire, flood, corrosive substance in the air, strike lockout, dispute with workmen, inability to obtain material or services, commotion, war, act of God, or any other cause beyond Baker Group's reasonable control.
2. Adding, removing or making changes to your electrical power distribution system may affect your NFPA 70, 70B or 70E Electrical Arc Flash ratings. Unless specifically stated, our scope does not include creating or updating the code required power study for your facility.
3. In no event, whether as a result of breach of contract, or any tort including negligence or otherwise shall Baker Group or its suppliers, employees or agents be liable for any special, consequential, incidental, or penal damage including, but not limited to loss of profit or revenues, loss of use of any products, machinery, equipment, damage to associated equipment, cost of capital, cost of substitute products, facilities, services or replacement power, down time costs, lost profits, or claims of Buyer's customers for such damages.
4. No other warranty expressed or other liability is given and no other affirmation of Baker Group, by word or action, shall constitute a warranty. This warranty is expressly in lieu of any other express or implied warranty including any implied warranty of merchantability of fitness, and any other obligation on the part of Baker Group.
5. Baker Group warrants materials only to the extent and for the time period said materials are warranted to Baker Group by the manufacturer(s) of the same. Baker Group's liability, if any, upon any warranty, either expressed or implied, shall be limited to replacement of defective materials and correction of faulty workmanship which is in violation of local, state, or federal building codes at the time of performance of the work by Baker Group.



Memo

TO: Mayor and Council members

FROM:

DATE: February 27, 2025

RE: Approve Quote - New Windows for the Public Works Building Remodel
- Architectural Glass & Glazing - \$ 23,787.00

SYNOPSIS:

Public Works is in the process of remodeling the Public Works building. The remodel is being completed by Public Works staff. New windows were not included in the original project. During the remodeling work staff noticed a lot of air getting through the existing closed windows. Staff requested quotes from three contractors to replace the existing windows.

The following quotes were received:

Architectural Glass and Glazing	Pella Windows	\$23,787.00
A New Look	Andersen Windows	\$30,798.00
New Face Renovations	Pella Windows	\$31,796.46

The CIP includes \$300,000 for the Public Works Building Remodel. The current OPC is shown below:

Materials/Contracts to Date

Materials Purchased to Date		\$ 21,494.70
Portable Toilets	A King's Throne	\$ 1,520.00
Sprinkler Work	Continental Fire	\$ 6,120.00
Doors	Walsh	\$ 4,717.00
Lights/Cable	Van Meter Electric	\$ 4,674.75
Refrigerators	Nebraska Furniture Mart	\$ 3,569.00
Electrical Work	Vision Electric & Plumbing	\$ 2,535.47
Plumbing Fixtures	Vision Electric & Plumbing	\$ 18,867.33
Plumbing Work	Vision Electric & Plumbing	\$ 37,965.97
Cabinets	Waukee Cabinet	\$ 10,267.79
Security Improvements	Baker Group	\$ 33,095.00
Security Cameras	Baker Group	\$ 43,481.00
Subtotal Materials/Contracts to Date		\$188,305.01

Remaining Materials/Contracts

Additional Materials	Various	\$ 42,200.00
Fire Alarm Work	PerMar	\$ 1,000.00
Sheetmetal	TBD	\$ 2,500.00
Network Switch	TBD	\$ 3,000.00
Battery Backup	TBD	\$ 3,000.00
Patch Panels	TBD	\$ 1,000.00
Subtotal Remaining Materials/Contracts		\$ 52,700.00

Total to Date **\$ 241,005.01**

HVAC Work \$ 28,919.00

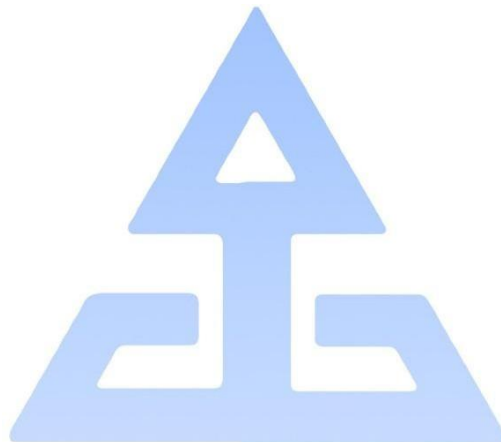
Total with HVAC work		\$
269,924.01		
	<u>Windows</u>	<u>Architectural Glass &</u>
<u>Glazing</u>	<u>\$ 23,787.00</u>	
Total with windows		\$293,711.01

Staff recommends approval of the quote from Architectural Glass & Glazing in the amount of \$23,787.00 for new windows for the Public Works building remodel.

Please feel free to contact Jeff May, Public Works Director, prior to the meeting at 223-6231 or jmay@cityofclive.com if you have any questions or concerns.

Attachments:

1. 02-27-25 - PW Remodel - Proposal for Windows - 01 - Architectural Glass and Glazing - \$23,787.00
2. 02-27-25 - PW Remodel - Proposal for Windows - 02 - A New Look - \$30,798.00
3. 02-27-25 - PW Remodel - Proposal for Windows - 03 - New Face Renovations - \$31,796.46



ARCHITECTURAL GLASS & GLAZING

City of Clive

Scope of Work:

Furnish and Install Pella windows, Removal of old windows
Sealant both sides to match window color

Please see attached drawing from Pella windows on size and quantity

Total: \$23,787

Please see attached Terms and Conditions. Your signature below and your initials on the Terms and Conditions acknowledge your acceptance of this contract in its entirety.

Approved by: _____ Date: _____

General

- Included are all materials, freight to site, and equipment necessary to complete the scope of work.
- Contractor/Owner shall provide continuous, uninterrupted site access once work has begun and shall secure the

site during construction.

- AGG will remove all debris associated with our portion of the project to a dumpster that

must be provided by the Contractor/Owner.

- All change orders should be in writing and approved by both parties.
- Contractor/Owner shall report any and all complaints about the work within 12 days of completion of the work,
otherwise AGG will have no responsibility for any repairs.

Access to Work Area

- AGG must have unimpeded access to the work area for the duration of the project unless
otherwise agreed upon in writing.
- Delays in production due to other trades and contractors, debris and/or materials, lack of cleanliness or other
forces beyond our control may result in additional charges.
- Access for machines, tools and equipment must be provided.

Cody Benton

Architectural Glass & Glazing

1710 Guthrie Ave, Suite X

Des Moines, IA 50316

515-554-2307

Archglassandglazingdm@gmail.com

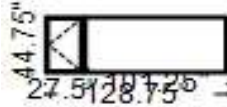


Contract - Detailed

Pella Windows and Doors of Central Iowa
4740 121st Street
Urbandale, IA 50323
Phone: (515) 278-8781 **Fax:** (515) 278-8660

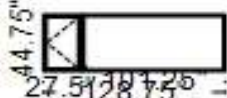
Sales Rep Name: Bouc, David
Sales Rep Phone: 515-278-8781
Sales Rep Fax:
Sales Rep E-Mail: boucdl@pella.com

Customer Information	Project/Delivery Address	Order Information
Architectural Glass and Glazing 1710 Guthrie Avenue Suite X DES MOINES, IA 50316 Primary Phone: (515) 5542307 Mobile Phone: Fax Number: E-Mail: archglassandglazingdm@gmail.com Contact Name: Great Plains #: 1007761519 Customer Number: 1011503385 Customer Account: 1007761519	City of Clive 1710 Guthrie Avenue Suite G Lot # DES MOINES, IA 50316 County: Owner Name: Owner Phone:	Quote Name: City of Clive Order Number: 129 Quote Number: 19137262 Order Type: Non-Installed Sales Wall Depth: Payment Terms: Tax Code: EXEMPT IA Cust Delivery Date: None Quoted Date: 2/4/2025 Contracted Date: Booked Date: Customer PO #:

Line #	Location:	Attributes	
15	east side of patio	 Viewed From Exterior PK # 2187 Impervia, Casement, Impervia, Direct Set Fixed Frame Rectangle, 128.75 X 44.75, Brown 1: Non-Standard Size Left Casement Frame Size: 27 1/2 X 44 3/4 General Information: Standard, Duracast®, Block, Foam Insulated, 3 1/4", 1 5/16", 1 15/16" Exterior Color / Finish: Brown Interior Color / Finish: Brown Glass: Insulated Dual Gray Low-E Advanced Low-E Insulating Glass Argon Non High Altitude Hardware Options: Standard, Side Pivot Hardware, Fold-Away Crank, Brown, WOCD (ASTM F2090), No Limited Opening Hardware Screen: Full Screen, InView™ Performance Information: U-Factor 0.29, SHGC 0.22, VLT 0.27, CPD PEL-N-277-00611-00001, Performance Class LC, PG 50, Calculated Positive DP Rating 50, Calculated Negative DP Rating 60, STC 32, OITC 27, Egress With optional side pivot hardware, meets minimum clear opening and 5.7 sq.ft Grille: No Grille, 2: 101.2544.75 Fixed Frame Direct Set Frame Size: 101 1/4 X 44 3/4 General Information: Standard, Duracast®, Block, Foam Insulated, 3 1/4", 1 5/16", 1 15/16", Interior Access Only Required Exterior Color / Finish: Brown Interior Color / Finish: Brown Glass: Insulated Dual Tempered Gray Low-E Advanced Low-E Insulating Glass Argon Non High Altitude Performance Information: U-Factor 0.26, SHGC 0.26, VLT 0.34, CPD PEL-N-257-00216-00001, Performance Class CW, PG 50, Calculated Positive DP Rating 50, Calculated Negative DP Rating 55, STC 31, OITC 25 Grille: No Grille, Vertical Mull 1: FactoryMull, Standard Joining Mullion, Frame To Frame Width- 0", Mull Design Pressure- 20 Wrapping Information: Standard Fin, Factory Applied, Factory Applied, No Exterior Trim, 3 1/4", Manufacturer Recommended Clearance, Perimeter Length = 347" Qty 1	

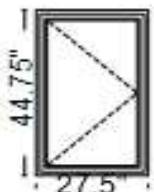
Rough Opening: 129 - 3/4" X 45 - 1/4

Line #	Location:	Attributes	
20	east side of patio	Standard Joining Mullion Kit, Length: 44.75, Brown	Qty 1
1: -1-1 Accessory Frame Size: -1 X -1 General Information: Block, Standard Fin, Vertical, Standard Joining Mullion, Standard Joining Mullion Kit, Window to Window, 3.25" Frame to 3.25" Frame Exterior Color / Finish: Brown Interior Color / Finish: Brown Wrapping Information: Perimeter Length = 0". PK # 2187 Viewed From Exterior			

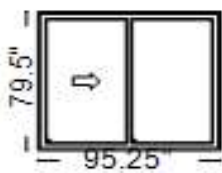
Line #	Location:	Attributes	
25	east side of patio	Impervia, Casement, Impervia, Direct Set Fixed Frame Rectangle, 128.75 X 44.75, Brown	Qty 1
		1: Non-Standard Size Left Casement Frame Size: 27 1/2 X 44 3/4 General Information: Standard, Duracast®, Block, Foam Insulated, 3 1/4", 1 5/16", 1 15/16" Exterior Color / Finish: Brown Interior Color / Finish: Brown Glass: Insulated Dual Gray Low-E Advanced Low-E Insulating Glass Argon Non High Altitude Hardware Options: Standard, Side Pivot Hardware, Fold-Away Crank, Brown, WOCD (ASTM F2090), No Limited Opening Hardware Screen: Full Screen, InView™ Performance Information: U-Factor 0.29, SHGC 0.22, VLT 0.27, CPD PEL-N-277-00611-00001, Performance Class LC, PG 50, Calculated Positive DP Rating 50, Calculated Negative DP Rating 60, STC 32, OITC 27, Egress With optional side pivot hardware, meets minimum clear opening and 5.7 sq.ft Grille: No Grille, 2: 101.2544.75 Fixed Frame Direct Set Frame Size: 101 1/4 X 44 3/4 General Information: Standard, Duracast®, Block, Foam Insulated, 3 1/4", 1 5/16", 1 15/16", Interior Access Only Required Exterior Color / Finish: Brown Interior Color / Finish: Brown Glass: Insulated Dual Tempered Gray Low-E Advanced Low-E Insulating Glass Argon Non High Altitude Performance Information: U-Factor 0.26, SHGC 0.26, VLT 0.34, CPD PEL-N-257-00216-00001, Performance Class CW, PG 50, Calculated Positive DP Rating 50, Calculated Negative DP Rating 55, STC 31, OITC 25 Grille: No Grille, Vertical Mull 1: FactoryMull, Standard Joining Mullion, Frame To Frame Width- 0", Mull Design Pressure- 20 Wrapping Information: Standard Fin, Factory Applied, Factory Applied, No Exterior Trim, 3 1/4", Manufacturer Recommended Clearance, Perimeter Length = 347".	
	PK # 2187 Viewed From Exterior		

Rough Opening: 129 - 3/4" X 45 - 1/4"

Line #	Location:	Attributes	
30	east side of patio	Standard Joining Mullion Kit, Length: 44.75, Brown	Qty 1
	PK # 2187 Viewed From Exterior	1: -1-1 Accessory Frame Size: -1 X -1 General Information: Block, Standard Fin, Vertical, Standard Joining Mullion, Standard Joining Mullion Kit, Window to Window, 3.25" Frame to 3.25" Frame Exterior Color / Finish: Brown Interior Color / Finish: Brown Wrapping Information: Perimeter Length = 0".	

Line #	Location:	Attributes	
35	east side of patio	Impervia, Casement Right, 27.5 X 44.75, Brown	Qty 1
 Viewed From Exterior PK # 2187 1: Non-Standard Size Right Casement Frame Size: 27 1/2 X 44 3/4 General Information: Standard, Duracast®, Block, Foam Insulated, 3 1/4", 1 5/16", 1 15/16" Exterior Color / Finish: Brown Interior Color / Finish: Brown Glass: Insulated Dual Gray Low-E Advanced Low-E Insulating Glass Argon Non High Altitude Hardware Options: Standard, Side Pivot Hardware, Fold-Away Crank, Brown, WOCD (ASTM F2090), No Limited Opening Hardware Screen: Full Screen, InView™ Performance Information: U-Factor 0.29, SHGC 0.22, VLT 0.27, CPD PEL-N-277-00611-00001, Performance Class LC, PG 50, Calculated Positive DP Rating 50, Calculated Negative DP Rating 60, STC 32, OITC 27, Clear Opening Width 22, Clear Opening Height 40, Clear Opening Area 6.111111, Egress With optional side pivot hardware, meets minimum clear opening and 5.7 sq.ft Grille: No Grille, Wrapping Information: Standard Fin, Factory Applied, No Exterior Trim, 3 1/4", Manufacturer Recommended Clearance, Perimeter Length = 145".			

Rough Opening: 28" X 45.25"

Line #	Location:	Attributes	
40	Patio Door	Impervia, Double Sliding Door, Vent Right / Fixed, 95.25 X 79.5, Brown	Qty 1
 Viewed From Exterior PK # 2187 1: 9680 Vent Right / Fixed Double Sliding Door Frame Size: 95 1/4 X 79 1/2 General Information: Factory Assembled, Standard, Duracast®, Block, Foam Insulated, 5", 5", Black Finish Sill Exterior Color / Finish: Brown Interior Color / Finish: Brown Glass: Insulated Dual Tempered Gray Low-E Advanced Low-E Insulating Glass Argon Non High Altitude Hardware Options: Keylock Included, Standard, Handle Included, Handle Included, Brown, Brown, Random, Chrome, 60" Screen: Sliding Screen, Brown, InView™ Unit Accessories: No Accessory Option Performance Information: U-Factor 0.28, SHGC 0.23, VLT 0.25, CPD PEL-N-279-00118-00001, Performance Class LC, PG 50, STC 31, OITC 27 Grille: No Grille, Wrapping Information: Prep for Screw Through Frame With Standard Fin, Factory Applied, No Exterior Trim, Manufacturer Recommended Clearance, Perimeter Length = 350". Overall Rough Opening Dimensions: 95 3/4 X 79 3/4			

Rough Opening: 96" X 80"

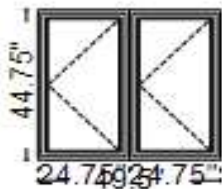
Line #	Location:	Attributes	
45	west side of patio	Impervia, Casement, Impervia, Direct Set Fixed Frame Rectangle, Casement, 108.75 X 44.75, Brown	Qty 1
			
PK # 2187			
Viewed From Exterior			
1: Non-Standard Size Left Casement Frame Size: 27 1/2 X 44 3/4 General Information: Standard, Duracast®, Block, Foam Insulated, 3 1/4", 1 5/16", 1 15/16" Exterior Color / Finish: Brown Interior Color / Finish: Brown Glass: Insulated Dual Gray Low-E Advanced Low-E Insulating Glass Argon Non High Altitude Hardware Options: Standard, Side Pivot Hardware, Fold-Away Crank, Brown, WOCD (ASTM F2090), No Limited Opening Hardware Screen: Full Screen, InView™ Performance Information: U-Factor 0.29, SHGC 0.22, VLT 0.27, CPD PEL-N-277-00611-00001, Performance Class LC, PG 50, Calculated Positive DP Rating 50, Calculated Negative DP Rating 60, STC 32, OITC 27, Egress With optional side pivot hardware, meets minimum clear opening and 5.7 sq.ft Grille: No Grille,			
2: 53.7544.75 Fixed Frame Direct Set Frame Size: 53 3/4 X 44 3/4 General Information: Standard, Duracast®, Block, Foam Insulated, 3 1/4", 1 5/16", 1 15/16", Interior Access Only Required Exterior Color / Finish: Brown Interior Color / Finish: Brown Glass: Insulated Dual Gray Low-E Advanced Low-E Insulating Glass Argon Non High Altitude Performance Information: U-Factor 0.26, SHGC 0.26, VLT 0.34, CPD PEL-N-257-00232-00001, Performance Class CW, PG 50, Calculated Positive DP Rating 50, Calculated Negative DP Rating 55, STC 31, OITC 27 Grille: No Grille,			
3: Non-Standard Size Left Casement Frame Size: 27 1/2 X 44 3/4 General Information: Standard, Duracast®, Block, Foam Insulated, 3 1/4", 1 5/16", 1 15/16" Exterior Color / Finish: Brown Interior Color / Finish: Brown Glass: Insulated Dual Gray Low-E Advanced Low-E Insulating Glass Argon Non High Altitude Hardware Options: Standard, Side Pivot Hardware, Easy-Slide Operator, Brown, WOCD (ASTM F2090), No Limited Opening Hardware Screen: Full Screen, InView™ Performance Information: U-Factor 0.29, SHGC 0.22, VLT 0.27, CPD PEL-N-277-00611-00001, Performance Class LC, PG 50, Calculated Positive DP Rating 50, Calculated Negative DP Rating 60, STC 32, OITC 27, Egress With optional side pivot hardware, meets minimum clear opening and 5.7 sq.ft Grille: No Grille,			
Vertical Mull 1: FactoryMull, Standard Joining Mullion, Frame To Frame Width- 0", Mull Design Pressure- 20 Vertical Mull 2: FactoryMull, Standard Joining Mullion, Frame To Frame Width- 0", Mull Design Pressure- 20 Wrapping Information: Standard Fin, Factory Applied, Factory Applied, No Exterior Trim, 3 1/4", Manufacturer Recommended Clearance, Perimeter Length = 307".			

Rough Opening: 109 - 1/4" X 45 - 1/4"

Line #	Location:	Attributes	
50	west side of patio	Standard Joining Mullion Kit, Length: 44.75, Brown	Qty 1
	PK # 2187	1: -1-1 Accessory Frame Size: -1 X -1 General Information: Block, Standard Fin, Vertical, Standard Joining Mullion, Standard Joining Mullion Kit, Window to Window, 3.25" Frame to 3.25" Frame Exterior Color / Finish: Brown Interior Color / Finish: Brown Wrapping Information: Perimeter Length = 0".	
Viewed From Exterior			

Line #	Location:	Attributes	
55	west side of patio	Impervia, Direct Set Fixed Frame Rectangle, Casement, 81.25 X 44.75, Brown	Qty 1
	PK # 2187	1: 53.7544.75 Fixed Frame Direct Set Frame Size: 53 3/4 X 44 3/4 General Information: Standard, Duracast®, Block, Foam Insulated, 3 1/4", 1 5/16", 1 15/16", Interior Access Only Required Exterior Color / Finish: Brown Interior Color / Finish: Brown Glass: Insulated Dual Gray Low-E Advanced Low-E Insulating Glass Argon Non High Altitude Performance Information: U-Factor 0.26, SHGC 0.26, VLT 0.34, CPD PEL-N-257-00232-00001, Performance Class CW, PG 50, Calculated Positive DP Rating 50, Calculated Negative DP Rating 55, STC 31, OITC 27 Grille: No Grille, 2: Non-Standard Size Right Casement Frame Size: 27 1/2 X 44 3/4 General Information: Standard, Duracast®, Block, Foam Insulated, 3 1/4", 1 5/16", 1 15/16" Exterior Color / Finish: Brown Interior Color / Finish: Brown Glass: Insulated Dual Gray Low-E Advanced Low-E Insulating Glass Argon Non High Altitude Hardware Options: Standard, Side Pivot Hardware, Easy-Slide Operator, Brown, WOCD (ASTM F2090), No Limited Opening Hardware Screen: Full Screen, InView™ Performance Information: U-Factor 0.29, SHGC 0.22, VLT 0.27, CPD PEL-N-277-00611-00001, Performance Class LC, PG 50, Calculated Positive DP Rating 50, Calculated Negative DP Rating 60, STC 32, OITC 27, Egress With optional side pivot hardware, meets minimum clear opening and 5.7 sq.ft Grille: No Grille, Vertical Mull 1: FactoryMull, Standard Joining Mullion, Frame To Frame Width- 0", Mull Design Pressure- 20 Wrapping Information: Standard Fin, Factory Applied, Factory Applied, No Exterior Trim, 3 1/4", Manufacturer Recommended Clearance, Perimeter Length = 252".	
Viewed From Exterior			

Rough Opening: 81 - 3/4" X 45 - 1/4"

Line #	Location:	Attributes	
60	west side of patio	Impervia, 2-Wide Casement, 49.5 X 44.75, Brown	Qty 1
 Viewed From Exterior			
PK # 2187 1: Non-Standard SizeNon-Standard Size Left Casement Frame Size: 24 3/4 X 44 3/4 General Information: Standard, Duracast®, Block, Foam Insulated, 3 1/4", 1 5/16", 1 15/16" Exterior Color / Finish: Brown Interior Color / Finish: White, Two Color Glass: Insulated Dual Gray Low-E Advanced Low-E Insulating Glass Argon Non High Altitude Hardware Options: Standard, Wash Hinge Hardware, Fold-Away Crank, White, WOCD (ASTM F2090), No Limited Opening Hardware Screen: Full Screen, InView™ Performance Information: U-Factor 0.29, SHGC 0.22, VLT 0.27, CPD PEL-N-277-00611-00001, Performance Class LC, PG 50, Calculated Positive DP Rating 50, Calculated Negative DP Rating 60, STC 32, OITC 27, Egress Does not meet typical United States egress, but may comply with local code requirements Grille: No Grille, 2: Non-Standard SizeNon-Standard Size Left Casement Frame Size: 24 3/4 X 44 3/4 General Information: Standard, Duracast®, Block, Foam Insulated, 3 1/4", 1 5/16", 1 15/16" Exterior Color / Finish: Brown Interior Color / Finish: White, Two Color Glass: Insulated Dual Gray Low-E Advanced Low-E Insulating Glass Argon Non High Altitude Hardware Options: Standard, Wash Hinge Hardware, Fold-Away Crank, White, WOCD (ASTM F2090), No Limited Opening Hardware Screen: Full Screen, InView™ Performance Information: U-Factor 0.29, SHGC 0.22, VLT 0.27, CPD PEL-N-277-00611-00001, Performance Class LC, PG 50, Calculated Positive DP Rating 50, Calculated Negative DP Rating 60, STC 32, OITC 27, Egress Does not meet typical United States egress, but may comply with local code requirements Grille: No Grille, Vertical Mull 1: FactoryMull, Standard Joining Mullion, Frame To Frame Width- 0", Mull Design Pressure- 20 Wrapping Information: Standard Fin, Factory Applied, Factory Applied, No Exterior Trim, 3 1/4", Manufacturer Recommended Clearance, Perimeter Length = 189".			

Rough Opening: 50" X 45.25"

Line #	Location:	Attributes	
65	Delivery	FS - Delivery Fee Order \$5000+	Qty 1

Line #	Location:	Attributes	
70	sealant 12ct	Installation Sealant, Brown	Qty 3
	PK # 2187	1: Accessory Frame Size: -1 X -1 General Information: Installation Sealant Exterior Color / Finish: Painted, Brown Interior Color / Finish: Not Applicable Interior Package: Box 12 Tubes Wrapping Information: Perimeter Length = 0".	
	Viewed From Exterior		

Line #	Location:	Attributes	
75	foam 12ct	0CMJ0000 - Pella Pella Low-Expansion Pro Gun Foam 20 oz, pkg 12	Qty 1
	PK # 2187	1: Pella Parts Catalog Pella Parts Selector: Installation Accessories, Casement, Installation Tape / Foam / Shims, Pella Reserve, Unhanded, 0CMJ0000, Pella Low-Expansion Pro Gun Foam 20 oz, pkg 12, 0CMJ0000,	
	Viewed From Exterior		

Rough Opening: 10" X 10.5"

Line #	Location:	Attributes	
80	foam 12ct	01HM0000 - Pella 3" Pella Installation Tape, 150 ft	Qty 5
	PK # 2187	1: Pella Parts Catalog Pella Parts Selector: Installation Accessories, Casement, Installation Tape / Foam / Shims, Pella Reserve, Unhanded, 01HM0000, 3" Pella Installation Tape, 150 ft, 01HM0000,	
	Viewed From Exterior		



Rough Opening: 10" X 10.5"

Line #	Location:	Attributes	
85	foam 12ct	01VW0000 - Pella Plastic U-Shims, 4-1/8" x 1/16", 1 stack of 16	Qty 22



PK #
2187

1: Pella Parts Catalog
Pella Parts Selector: Installation Accessories, Casement, Installation Tape / Foam / Shims, Pella Reserve, Unhanded, 01VW0000, Plastic U-Shims, 4-1/8" x 1/16", 1 stack of 16, 01VW0000,

Viewed From Exterior

Rough Opening: 10" X 10.5"

Thank You For Purchasing Pella® Products

PELLA WARRANTY:

Pella products are covered by Pella's limited warranties in effect at the time of sale. All applicable product warranties are incorporated into and become a part of this contract. Please see the warranties for complete details, taking special note of the two important notice sections regarding installation of Pella products and proper management of moisture within the wall system. Neither Pella Corporation nor the Seller will be bound by any other warranty unless specifically set out in this contract. However, Pella Corporation will not be liable for branch warranties which create obligations in addition to or obligations which are inconsistent with Pella written warranties.

Clear opening (egress) information does not take into consideration the addition of a Rolscreen [or any other accessory] to the product. You should consult your local building code to ensure your Pella products meet local egress requirements.

Per the manufacturer's limited warranty, unfinished mahogany exterior windows and doors must be finished upon receipt prior to installing and refinished annually, thereafter. Variations in wood grain, color, texture or natural characteristics are not covered under the limited warranty.

INSYNCTIVE PRODUCTS: In addition, Pella Insynctive Products are covered by the Pella Insynctive Products Software License Agreement and Pella Insynctive Products Privacy Policy in effect at the time of sale, which can be found at [Insynctive.pella.com](https://www.pella.com/insynctive). By installing or using Your Insynctive Products you are acknowledging the Insynctive Software Agreement and Privacy Policy are part of the terms of sale.

Notice of Collection of Personal Information: We may collect your personal information when you interact with us. Under the California Consumer Privacy Act (CCPA), California residents have specific rights to request this information, request to delete this information, and opt out of the sharing or sale of this information to third parties. To learn more about our collection practices and your rights under the CCPA please visit our link <https://www.pella.com/california-rights-policy/> at [pella.com](https://www.pella.com).

ARBITRATION AND CLASS ACTION WAIVER ("ARBITRATION AGREEMENT")

YOU and Pella and its subsidiaries and the Pella Branded Distributor AGREE TO ARBITRATE DISPUTES ARISING OUT OF OR RELATING TO YOUR PELLA PRODUCTS (INCLUDES PELLA GOODS AND PELLA SERVICES) AND WAIVE THE RIGHT TO HAVE A COURT OR JURY DECIDE DISPUTES. YOU WAIVE ALL RIGHTS TO PROCEED AS A MEMBER OR REPRESENTATIVE OF A CLASS ACTION, INCLUDING CLASS ARBITRATION, REGARDING DISPUTES ARISING OUT OF OR RELATING TO YOUR PELLA PRODUCTS. You may opt out of this Arbitration Agreement by providing notice to Pella no later than ninety (90) calendar days from the date You purchased or otherwise took ownership of Your Pella Goods. To opt out, You must send notice by e-mail to pellawebsupport@pella.com, with the subject line: "Arbitration Opt Out" or by calling (877) 473-5527. Opting out of the Arbitration Agreement will not affect the coverage provided by any applicable limited warranty pertaining to Your Pella Products. For complete information, including the full terms and conditions of this Arbitration Agreement, which are incorporated herein by reference, please visit www.pella.com/arbitration or e-mail to pellawebsupport@pella.com, with the subject line: "Arbitration Details" or call (877) 473-5527. D'ARBITRAGE ET RENONCIATION AU RECOURS COLLECTIF ("convention d'arbitrage") EN FRANÇAIS SEE [PELLA.COM/ARBITRATION](https://www.pella.com/arbitration). DE ARBITRAJE Y RENUNCIA COLECTIVA ("acuerdo de arbitraje") EN ESPAÑOL VER [PELLA.COM/ARBITRATION](https://www.pella.com/arbitration).

Seller shall not be held liable for failure or delay in the performance of its obligations under this Agreement, if such performance is hindered or delayed by the occurrence of an act or event beyond the Seller's reasonable control (force majeure event), including but not limited to earthquakes, unusually severe weather and other Acts of God, fire, strikes and labor unrest, epidemics, riots, war, civil unrest, and government interventions. Seller shall give timely notice of a force majeure event and take such reasonable action to mitigate the impacts of such an event.

Product Performance Information:

U-Factor, Solar Heat Gain Coefficient (SHGC), and Visible Light Transmittance (VLT) are certified by the National Fenestration Rating Council (NFRC).

Manufacturer stipulates that these ratings conform to applicable NFRC procedures for determining whole product performance. NFRC ratings are determined for a fixed set of environmental conditions and a specific product size. NFRC does not recommend any products and does not warrant the suitability of any product for any specific use.

Design Pressure (DP), Performance Class, and Performance Grade (PG) are certified by a third party organization, in many cases the Window and Door Manufacturers Association (WDMA). The certification requires the performance of at least one product of the product line to be tested in accordance with the applicable performance standards and verified by an independent party. The certification indicates that the product(s) of the product line passed the applicable tests. The certification does not apply to mulled and/or product combinations unless noted. Actual product results will vary and change over the products life.

For more performance information along with information on Florida Product Approval System (FPAS) Number and Texas Dept. of Insurance (TDI) number go to www.pella.com/performance.

Including during the construction period, casement windows should never be left open and unlocked for prolong periods or during high wind conditions to avoid sash detachment/damage.

Actual sizes tested for documented STC and OITC ratings may vary from the ASTM E 1425 sizes to better represent Pella product offering.

STC and OITC ratings shown may be conservatively based on products tested with thinner panes of glass.

STC and OITC ratings may be from test results from an equivalent product.

TERMS AND CONDITIONS: Quotes expire in 30 days. Graphics are viewed from outside and are not to scale. The undersigned hereby agrees that this order is correct and final and CANNOT BE CHANGED, RETURNED, CREDITED, OR CANCELLED, in whole or in part unless materials fall within seller's cancellation policy. Only provisions set forth herein in writing and per seller's policy are part of this contract. VERBAL AGREEMENTS ARE NOT VALID. Products are provided as described herein and are not based on plans or specifications. Delivery discrepancies must be reported within 5 days of delivery. Seller is hereby authorized to inquire with a credit bureau or any trade references. If contract is written up to a general contractor, the owner, by signing below agrees to pay the balance due in full if the contractor is in arrears. Customer personally and corporately guarantees payment. Purchaser agrees to pay for materials stored, ordered, or delivered under terms established by seller and, in no event, withhold payment greater than the amount of backordered items. Purchaser agrees to pay a 1-1/2% monthly finance charge and any collection fees required on past due amounts. Purchaser hereby waives any claims against seller for incidental, consequential, liquidated, or delay damages. Seller makes no warranties, express or implied, including all WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. Only manufacturer's written limited warranties apply. Glass cleaning and protection from mortar, etc., are not seller's responsibility. Taxes are not included if not shown. If scheduled delivery is delayed more than 2 weeks beyond the original need date by customer, seller will invoice the order. Seller urges the customer to schedule the order need date as accurately as possible when ordering. SAFETY GLAZING AND CODE COMPLIANCE: Claims arising from mis-applicability of building and/or safety glazing codes will be the sole liability of contractor or customer who accepted this order as specified.

Initial_____Prefinished Product: Color samples are only a general representation of the final product. Variations of different batches of stain along with natural differences in absorption rates, grain color, and characteristics of veneers and solid woods can and do affect the final wood color. Such variations will be considered normal and not cause for replacement. We will not accept returns based upon stains not matching samples.

Initial_____Seller is a Material Supplier only for this Purchase Agreement. Seller only assists in verifying field measurements. The customer is responsible for measuring windows, doors, and other materials and confirming the correct size for the order. Seller is not responsible for measuring windows and doors, or any other materials for orders and will not be liable for the customer's failure to order the correct size. As a Material supplier, Seller reviews only those documents or portions of documents related to the materials furnished. Seller does not review the contract between the buyer/contractor and owner and is not bound in any way by the contractor other than this Purchase Agreement.

Delivery Date:_____

Jobsite Directions: (please include the major crossroads)_____

Customer Cell Phone Number (to be used during delivery):_____E-mail:_____

Pre-Pay: \$_____Credit Card___Check___

Balance Due: \$_____

☐ **Project Checklist has been reviewed**

Customer Name (Please print)

Pella Sales Rep Name (Please print)

Customer Signature

Pella Sales Rep Signature

Date

Date

Credit Card Approval Signature

**SOLD BY:**

1980 NW 94th St, Suite H, Clive, IA
50325

SOLD TO:**CREATED DATE**

1/20/2025

LATEST UPDATE

1/22/2025

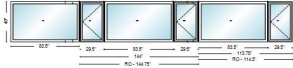
OWNER

Justin Williams

Abbreviated Quote Report

QUOTE NAME	PROJECT NAME	QUOTE NUMBER	CUSTOMER PO#	TRADE ID
Clive 100s	Unassigned Project	6972099		
ORDER NOTES:		DELIVERY NOTES:		

<u>Item</u>	<u>Qty</u>	<u>Operation</u>	<u>Location</u>
100	1	Fixed - Left - Fixed - Left - Fixed - Left	None Assigned



RO Size: 343 1/2" x 49 3/4"

Unit Size: 342 3/4" x 49"

Mull: Mull 1, Mull 2, Mull 4: Factory Mull, Mull 3, Mull 5: Job Site Mull, Reinforced Easy Connect Join - Partially Assembled Ribbon Mull, 3/4" Fiberglass Reinforced Material

100REC 6' 11 1/2"X4' 1" - 100CS 2' 5 1/2"X4' 1" - 100REC 6' 11 1/2"X4' 1" - 100CS 2' 5 1/2"X4' 1" - 100REC 6' 11 1/2"X4' 1" - 100CS 2' 5 1/2"X4' 1", Unit, Unit 1, 3, 5: 100 Series Picture/Transom-CW, Unit 2, 4, 6: 100 Series Single Casement-CW, No Flange, Dark Bronze Exterior Frame, Dark Bronze Exterior Sash/Panel, w/Dark Bronze Interior Frame, w/Dark Bronze Interior Sash/Panel, Unit 1, 3, 5: Fixed, Unit 2, 4, 6: Left, Hinge with Wash Mode, Dual Pane Low-E SmartSun Standard Argon Fill Stainless Glass / Grille Spacer, Folding, 1 Sash Locks Dark Bronze, Dark Bronze, Full Screen, Fiberglass

100REC 6' 11 1/2"X4' 1" - 100CS 2' 5 1/2"X4' 1" - 100REC 6' 11 1/2"X4' 1" - 100CS 2' 5 1/2"X4' 1" - 100REC 6' 11 1/2"X4' 1" - 100CS 2' 5 1/2"X4' 1", Unit, 100 Series Picture/Transom-CW, No Flange, Dark Bronze Exterior Frame, w/Dark Bronze Interior Frame, Fixed, Dual Pane Low-E SmartSun Standard Argon Fill Stainless Glass / Grille Spacer

100REC 6' 11 1/2"X4' 1" - 100CS 2' 5 1/2"X4' 1" - 100REC 6' 11 1/2"X4' 1" - 100CS 2' 5 1/2"X4' 1" - 100REC 6' 11 1/2"X4' 1" - 100CS 2' 5 1/2"X4' 1", Unit, Unit 1, 3: 100 Series Single Casement-CW, Unit 2: 100 Series Picture/Transom-CW, No Flange, Dark Bronze Exterior Frame, Dark Bronze Exterior Sash/Panel, w/Dark Bronze Interior Frame, w/Dark Bronze Interior Sash/Panel, Unit 1, 3: Left, Unit 2: Fixed, Hinge with Wash Mode, Dual Pane Low-E SmartSun Standard Argon Fill Stainless Glass / Grille Spacer, Folding, 1 Sash Locks Dark Bronze, Dark Bronze, Full Screen, Fiberglass

100REC 6' 11 1/2"X4' 1" - 100CS 2' 5 1/2"X4' 1" - 100REC 6' 11 1/2"X4' 1" - 100CS 2' 5 1/2"X4' 1" - 100REC 6' 11 1/2"X4' 1" - 100CS 2' 5 1/2"X4' 1", Unit, Unit 1: 100 Series Picture/Transom-CW, Unit 2: 100 Series Single Casement-CW, No Flange, Dark Bronze Exterior Frame, Dark Bronze Exterior Sash/Panel, w/Dark Bronze Interior Frame, w/Dark Bronze Interior Sash/Panel, Unit 1: Fixed, Unit 2: Left, Hinge with Wash Mode, Dual Pane Low-E SmartSun Standard Argon Fill Stainless Glass / Grille Spacer, Folding, 1 Sash Locks Dark Bronze, Dark Bronze, Full Screen, Fiberglass

Insect Screen 1: 100 Series Single Casement-CW, 100CS 29.5 x 49 Full Screen Fiberglass Dark Bronze

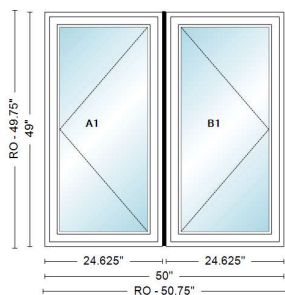
Insect Screen 1: 100 Series Single Casement-CW, 100CS 29.5 x 49 Full Screen Fiberglass Dark Bronze

Insect Screen 1: 100 Series Single Casement-CW, 100CS 29.5 x 49 Full Screen Fiberglass Dark Bronze

Drip Cap: 342.75" Dark Bronze QTY 1

Join Mull Material: Reinforced Easy Connect Join - Partially Assembled, 100 Series Vertical, Field, Job Site Mull, 3/4" Fiberglass Reinforced, 0.75" thick, 49" length, Dark Bronze / Dark Bronze

Unit #	U-Factor	SHGC	ENERGY STAR	Clear Opening/Unit #	Width	Height	Area (Sq. Ft)
A1	0.27	0.22	NO	B1	17.3970	43.3060	5.23190
B1	0.27	0.18		D1	17.3970	43.3060	5.23190
C1	0.27	0.22		F1	17.3970	43.3060	5.23190
D1	0.27	0.18					
E1	0.27	0.22					
F1	0.27	0.18					



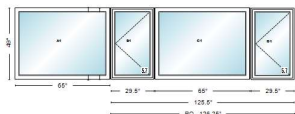
<u>Item</u>	<u>Qty</u>	<u>Operation</u>	<u>Location</u>
200	1	Left-Right	None Assigned

RO Size: 50 3/4" x 49 3/4"

Unit Size: 50" x 49"

Mull: Factory Mull, Reinforced Join - Factory Assembled Ribbon Mull, 3/4" Fiberglass Reinforced Material
 100CS 2' 5/8"X4' 1"-100CS 2' 5/8"X4' 1", Unit, 100 Series Single Casement-CW, Enhanced Performance, No Flange, Dark Bronze Exterior Frame, Dark Bronze Exterior Sash/Panel, w/Dark Bronze Interior Frame, w/Dark Bronze Interior Sash/Panel, Unit 1: Left, Unit 2: Right, Hinge with Wash Mode, Dual Pane Low-E SmartSun Standard Argon Fill Stainless Glass / Grille Spacer, Folding, 1 Sash Locks Dark Bronze, Dark Bronze, Full Screen, Fiberglass

Unit #	U-Factor	SHGC	ENERGY STAR Clear Opening/Unit #	Width	Height	Area (Sq. Ft)
A1	0.27	0.18	NO	12.5220	43.3060	3.76580
B1	0.27	0.18		12.5220	43.3060	3.76580



<u>Item</u>	<u>Qty</u>	<u>Operation</u>	<u>Location</u>
300	1	Fixed - Left - Fixed - Left	None Assigned

RO Size: 192" x 49 3/4"

Unit Size: 191 1/4" x 49"

Mull: Mull 1, Mull 2: Factory Mull, Mull 3: Job Site Mull, Reinforced Easy Connect Join - Partially Assembled Ribbon Mull, 3/4" Fiberglass Reinforced Material

100REC 5' 5"X4' 1" - 100CS 2' 5 1/2"X4' 1" - 100REC 5' 5"X4' 1" - 100CS 2' 5 1/2"X4' 1", Unit, Unit 1, 3: 100 Series Picture/Transom-CW, Unit 2, 4: 100 Series Single Casement-CW, Enhanced Performance, No Flange, Dark Bronze Exterior Frame, Dark Bronze Exterior Sash/Panel, w/Dark Bronze Interior Frame, w/Dark Bronze Interior Sash/Panel, Unit 1, 3: Fixed, Unit 2, 4: Left, Hinge for Widest Clear Opening, Dual Pane Low-E SmartSun Standard Argon Fill Stainless Glass / Grille Spacer, Folding, 1 Sash Locks Dark Bronze, Dark Bronze, Full Screen, Fiberglass

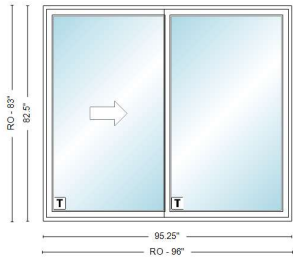
100REC 5' 5"X4' 1" - 100CS 2' 5 1/2"X4' 1" - 100REC 5' 5"X4' 1" - 100CS 2' 5 1/2"X4' 1", Unit, 100 Series Picture/Transom-CW, Enhanced Performance, No Flange, Dark Bronze Exterior Frame, w/Dark Bronze Interior Frame, Fixed, Dual Pane Low-E SmartSun Standard Argon Fill Stainless Glass / Grille Spacer

100REC 5' 5"X4' 1" - 100CS 2' 5 1/2"X4' 1" - 100REC 5' 5"X4' 1" - 100CS 2' 5 1/2"X4' 1", Unit, Unit 1, 3: 100 Series Single Casement-CW, Unit 2: 100 Series Picture/Transom-CW, Enhanced Performance, No Flange, Dark Bronze Exterior Frame, Dark Bronze Exterior Sash/Panel, w/Dark Bronze Interior Frame, w/Dark Bronze Interior Sash/Panel, Unit 1, 3: Left, Unit 2: Fixed, Hinge for Widest Clear Opening, Dual Pane Low-E SmartSun Standard Argon Fill Stainless Glass / Grille Spacer, Folding, 1 Sash Locks Dark Bronze, Dark Bronze, Full Screen, Fiberglass

Drip Cap: 191.25" Dark Bronze QTY 1

Join Mull Material: Reinforced Easy Connect Join - Partially Assembled, 100 Series Vertical, Field, Job Site Mull, 3/4" Fiberglass Reinforced, 0.75" thick, 49" length, Dark Bronze / Dark Bronze

Unit #	U-Factor	SHGC	ENERGY STAR	Clear Opening/Unit #	Width	Height	Area (Sq. Ft)
A1	0.27	0.22	NO	B1	21.7100	43.3060	6.52900
B1	0.27	0.18		D1	21.7100	43.3060	6.52900
C1	0.27	0.22					
D1	0.27	0.18					



<u>Item</u>	<u>Qty</u>	<u>Operation</u>	<u>Location</u>
400	1	Left-Stationary	None Assigned

RO Size: 96" x 83"

Unit Size: 95 1/4" x 82 1/2"

100GD2P80611, Unit, 100 Series Patio Doors Gliding Patio Door, Factory Assembled, No Flange, Dark Bronze Exterior Frame, Dark Bronze Exterior Sash/Panel, w/Dark Bronze Interior Frame, w/Dark Bronze Interior Sash/Panel, Left-Stationary, Dual Pane Low-E SmartSun Tempered Argon Fill Stainless Glass / Grille Spacer, Tulsa, Dark Bronze, Dark Bronze, Black, Dark Bronze, Full Screen, Fiberglass, Gliding

Unit #	U-Factor	SHGC	ENERGY STAR
A1	0.29	0.21	NO

CUSTOMER SIGNATURE _____ DATE _____

* All graphics as viewed from the exterior. ** Rough opening dimensions are minimums and may need to be increased to allow for use of building wraps or flashings or sill panning or brackets or fasteners or other items.

Thank you for choosing Andersen Windows & Doors



PROPOSAL

Prepared for: Jason Stevens 2123 NW 111th St Clive, IA 50325 jstevens@cityofclive.com (515) 223-6231	January 24, 2025 A New Look Exteriors 1980 NW 94th St, Suite H, Clive, IA 50325 P: (515) 276-1900 info@anewlook.net www.anewlook.net	No. 1456
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100 series windows

Andersen Window Pricing



ANDERSEN
WINDOWS & DOORS

Andersen Window Pricing

Quantity	Measurement
1	30798 (Job Price)

Notes
A New Look Exteriors was the 1st Certified Andersen Contractor in Central Iowa. We receive extra training and certifications through Andersen. This gives our clients piece of mind, and an industry best warranty. Andersen stands behind their Certified Contractors with a 2 year labor warranty on top of their material warranties.

Put simply, who installs your Andersen Windows matters.

A New Look does not perform HVAC, plumbing or electrical work. If in the course of your project, any of these trades become necessary, work will stop and owner is responsible to call these trades.

This bid covers all materials and labor.

Special Job Instructions Andersen 100 Fibrex windows. See spec sheet. Client to finish interior jambs and trim. A New Look to do window install and outside metal work.	Year Home Built After 1978	EPA Lead Job NO
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Price: \$30,798.00

Pricing

Grand Total:

\$30,798.00

\$0 down with approved financing plans

Customers paying by check/credit card is 50% down / 50% at substantial completion

Larger jobs above \$30,000 may do 33% down, 33% upon material delivery, 33% substantial completion

Terms & Conditions

Lead.

By signing this agreement: I have received the pamphlet entitled Lead Poisoning: How to Protect Iowa Families or the federal pamphlet, Renovate Right, prior to the start of renovation, remodeling, or repairing and am aware of the potential health risk associated with remodeling, renovating, or repairing buildings containing lead-based paint or lead-based paint hazards.

This contract ("Agreement") is between Contractor, A New Look, LLC d/b/a A New Look Exteriors ("Contractor"), and the above Customer Owner(s) ("Owner"), (singularly, a "Party", or together, the "Parties"), for repair and other work ("Work") to be performed on the house or structure(s) located at the above property ("Property") (the "Project"). Contractor's scope of and specifications for the Work (collectively, "Specifications") shall consist only of the information set forth herein and any incorporated addenda and attachments. The below noted documents are incorporated as if fully set forth herein:

A. Terms and Conditions Applicable to all Contracts

(1) Complimentary Property Evaluation. Owner gives permission to Contractor to engage in an evaluation of its Property ("Evaluation"), with such Evaluation being provided free of charge.

(2) Contractor's Expertise. In the event Owner has filed or chooses to file a claim with Owner's insurer relating to the Work, Owner acknowledges and agrees that while Contractor will provide Owner with its expertise and information regarding observed property damage, recommended repairs, and estimated repair costs, Owner is solely responsible for the actual submission, handling, and negotiation of any insurance claim that Owner chooses to file, as Contractor cannot negotiate on behalf of Owner in regard to such claim pursuant to Iowa law.

(3) Contractor's Work. (a) Contractor's Work shall consist only of the labor and materials expressly set forth herein. Contractor shall perform all Work in conformance with the Agreement and applicable building codes, and with the standard of care and generally recognized and accept-

ed practices for the industry in the geographic area of the Property. (b) Contractor makes no guarantees as to the completion of the Work, as the

Work may be delayed by weather, acts of God, Owner delays, delays regarding material/deliveries and subcontractors, governmental actions, epidemics and pandemics (including COVID-19), existing conditions delays, change orders, and good faith delays. Contractor has no liability for any such delays.

(4) Contract Price. (a) The "Contract Price" owed by Owner for the Work is set forth on the first page or attachments hereto. Owner expressly acknowledges and agrees that Owner owes to Contractor the entire Contract Price, as adjusted pursuant to the terms herein, regardless of the existence or amount of any insurance proceeds paid out by Owner's insurer for such Work. (b) Owner may request changes and additions in the Work; if Contractor agrees, a written "Change Order" document will generally be executed by the Parties, thereby amending the Contract Price and Work; however, in the event Contractor completes a request per Owner's verbal direction and without a Change Order, Owner shall still be liable for all costs for such Work. (c) Owner's deductible under any insurance policy cannot be rebated per Iowa law. (d) For any payment not remitted when due, Contractor may stop Work and charge interest at a rate of 1.5% per month and, in addition, Contractor is entitled

to its attorney fees and costs incurred in the recovery of amounts due from Owner hereunder.

(6) Access to Work Areas. Owner shall make all areas within and adjacent to the area of the Work ("Work Areas") accessible to Contractor, and, to that end, Owner shall remove and move all personal property, appliances, furniture, items, blinds/window coverings, satellite dishes, and obstructions from the Work Areas (collectively, "Items/Obstructions"). Owner shall be solely responsible and liable for returning all Items/Obstructions to their original location and condition once Work is completed and for performing any repairs on such Items/Obstructions to return them to their original condition and location.

(7) Owner Responsibilities. (a) Throughout the Project, Owner is not permitted to perform, or direct any third party to perform, any work relating to or affecting the Work. (b) Owner is solely responsible and liable for the supervision, security and safety of Owner and Owner's dependents, guests, pets, or invitees at the Property. (c) Owner gives Contractor and its agents permission to drive their vehicles/equipment on Owner's driveway, and hereby releases Contractor from liability for any cracking of the driveway/concrete, provided Contractor was not negligent in its vehicle/equipment operation.

(8) Existing Conditions. If Contractor encounters any latent, unforeseen, unexpected, uncommon, or unknown condition ("Existing Condition") at the Property, then the following terms apply: (a) Contractor has no responsibility or liability for any Existing Condition. (b) Contractor is not required to repair or perform any work regarding the Existing Condition. (c) Contractor may suspend or stop the Work. (d) Contractor may instruct Owner to directly hire an appropriate contractor to repair and perform all work regarding the Existing Condition as Contractor deems necessary in order for Contractor to recommence any Work. (e) The Contract Price shall be equitably increased to account for the Existing Condition. (f) If the Parties cannot reach an agreement relating to the Existing Condition, then either Party may terminate this Agreement, and in such event, Contractor shall be paid by Owner for all portions of the Work performed and all materials ordered until the date of termination, as well as for all other damages, including lost profits. Existing Conditions include, but are not limited to, termite/pest/animal damage; mold, moisture, or water-related conditions; unsecured items on exterior or interior of home (picture frames, loose brick, wall decorations, etc) adverse or unforeseeable soil or site conditions; foundation issues; structural issues; electrical, plumbing, HVAC, or other utility issues or unexpected utility lines, pipes, or conditions; violations of the law; unexpected load-bearing walls; prior work on the Property not fully or competently performed; and any other latent, concealed, or unknown condition in the Property.

Under NO circumstances does A New Look perform or is responsible for any electrical, HVAC or plumbing work. This includes installation of light fixtures, hose bibs, moving HVAC vents or any other work.

(9) Termination. (a) Either Party may terminate this Agreement for cause. In all cases, if Owner believes Contractor has breached this Agreement, then Owner shall, prior to termination of the Agreement or commencement of any action, provide Contractor with written notice of breach and thirty (30) days to inspect the Property and cure such breach.

(10) Remedies. (a) All claims and disputes relating to this Agreement--except for claims by Contractor against Owner for breach of this Agreement, which at Contractor's election may be brought in the Iowa district court in which the Project is located and heard by a judge, without a jury--shall be subject to and submitted to arbitration, as administered by the American Arbitration Association (Construction Industry Arbitration Rules), in the location of the Project, with the award being a final judgment. In all cases, both Parties waive all rights to trial by jury in any action relating to this Agreement or any transaction connected thereto; this waiver is knowingly, willingly, and voluntarily given. (b) In the event of any litigation, arbitration, or proceeding relating to this Agreement, Contractor shall be entitled to recover its reasonable attorney's fees, expert and consultant fees, judgment execution fees and costs, and all other costs from Owner when Contractor is the prevailing party. (c) Contractor's total liability to Owner is limited to the reasonable cost of repairing or remedying any Work that is determined to be in violation of this Agreement. The Parties also agree that Contractor shall not be liable for, and excluded from any warranties provided hereunder are, the following: damages caused by the actions or inactions of Owner or its agents, including lack of, or improper, home maintenance; damages caused by natural causes, including insects, weather, precipitation, radon, and acts of God; conditions due to normal variations in, and natural characteristics of, all materials and products; and all consequential, incidental, and secondary damages.

Finally, all express manufacturer warranties on materials and products that are part of the Work are hereby assigned by Contractor to Owner, and, accordingly, all materials and products are excluded from Contractor's liability, and any warranties provided, under this Agreement.

(11) Owner Notice. Persons or companies furnishing labor or materials for the improvement of real property may enforce a lien upon the improved property if they are not paid for their contributions, even if the parties have no direct contractual relationship with the owner. The mechanics' notice and lien registry provides a listing of all persons or companies furnishing labor or materials who have posted a lien or who may post a lien upon the improved property. The state construction registry, called the Mechanic's Notice and Lien Registry, can be found at www.sos.iowa.gov/mnlr, and the toll-free telephone number for this state construction registry is 888-767-8683.

B-1: Terms and Conditions Applicable to Construction & Retail Work Contracts Only:

(12) Payment Terms for Construction & Retail Work Contract. (a) Unless a different payment schedule is set forth on the first page or attachments hereto, Owner shall pay fifty percent (50%) of the Contract Price at the time of execution hereof or, if Contractor permits in writing, within seventy-two (72) hours of execution hereof. The remaining balance of the Contract Price due upon Contractor's completion of the Work. Provided however, that on a siding and gutter project, after the initial 50% payment, Owner shall submit payment of 95% of the total

Contract Price upon completion of the siding installation, with the remaining balance due upon completion of the gutter installation.

In any event, when the majority of the work is complete, 95% of the payment is due. In the event of a punch list, or dispute with Contractor client may hold back a maximum of 5% of total contract or \$1,500.00, whichever is less.

(13) Owner's Obligation to Pay. Owner has an obligation to timely and fully pay the Contract Price regardless of whether Owner's insurer ultimately covers the Work or reimburses Owner for Owner's payment of the Contract Price.

B-2: Terms and Conditions Applicable to Storm & Property Damage Repair Contracts Only:

(14) Attendance of Insurance Adjuster's Site Visit. As part of the Evaluation described in Paragraph 1 above, and upon Owner's request,

Contractor may attend any insurance adjuster's site visit, for the purpose of Contractor providing Owner with information regarding Contractor's observed damage, recommended repairs, and estimated repair costs.

(15) Payment Terms for Storm & Property Damage Repair Contract. The payment schedule is set forth on the first page or attachments hereto, provided however that in all events payments shall be due from Owner by the following date, whichever is later: (a) no later than two

(2) business days after Owner's receipt of such payment from Owner's insurer, (b) five (5) business days thereafter in the event Owner's mortgagee must endorse the insurer's check, or (c) in all events no later than sixty (60) days after the date of Contractor's invoice. Owner expressly acknowledges and agrees that Owner is responsible for payment of the entire Contract Price, as adjusted pursuant to the terms herein, regardless of any insurance proceeds paid out by Owner's insurer for such Work

(16) Owner's Right to Terminate Due to No Coverage. If Owner's insurer ("Insurer") notifies Owner that it has denied coverage altogether for the Work and if Contractor has not yet commenced any Work on the Property, then Owner may elect to terminate, in writing, this Agreement for convenience, with no amount owed to Contractor. In all other circumstances, including in the event Owner's Insurer partially, but

does not fully cover, the Contract Price, Owner shall be responsible for payment to Contractor of the entire Contract Price, as adjusted pursuant to the terms herein, regardless of the existence or amount of any insurance proceed received by Owner.

X

Jason Stevens

X

Company Authorized Signature



Date:

NOTICE OF CANCELLATION (Provided pursuant to Iowa Code § 5554.3)

You may cancel this transaction, without any penalty or obligation, within three business days from the above date.

If you cancel, any property traded in, any payments made by you under the contract or sale, and any negotiable instrument executed by you will be returned within ten business days following receipt by the seller of your cancellation notice, and any security interest arising out of the transaction will be canceled.

If you cancel, you must make available to the seller at your residence, in substantially as good condition as when received, any goods delivered to you under this contract or sale; or you may if you wish, comply with the instructions of the seller regarding the return shipment of the goods at the seller's expense and risk.

If you do not agree to return the goods to the seller or if the seller does not pick them up within twenty days of the date of your notice of cancellation, you may retain or dispose of the goods without any further obligation.

To cancel this transaction, mail or deliver a signed and dated copy of this cancellation notice or any other written notice, to

A New Look Exteriors

1980 NW 94th St, Suite H, Clive, IA 50325 or to email “sales@anewlook.net”

no later than midnight of the following date (which is at least three business days from the above date)

Customer-Buyer acknowledges receipt of this Notice:

Date:

Buyer's Signature:

8350 Hickman Rd.
Suite 210
Clive, Iowa 50325



(515) 218-1160
www.newface-reno.com
sales@newface-reno.com

This AGREEMENT made this 13th day of February, 20____ by and between NEW FACE RENOVATIONS, LLC, herein after referred to as Contractor and, City of Clive, herein referred to as Owner(s), the parties hereto, herby agree that Contractor shall furnish all labor and material according to the following specifications and contract terms, on the premises located: 2123 NW 111th Street, Clive, IA 50325

PHONE: 515-223-6231 EMAIL: JStevens@cityofclive.com

1. Measure and confirm window dimensions Need to confirm measurements
2. Remove and dispose of existing windows Removal and disposal of original windows
3. Install Impervia

☐ New Construction ☒ Replacement

Exterior Color: Brown Interior Color: Brown

Window Location	Style	Quantity	Screens (Y/N)	Grids (Y/N)
East side of Patio	Large pic with HLOS	2	Y	N
East side of Patio	HROS	1	Y	N
Patio Slider	Patio Slider	1	Y	N
West side of Patio	3-wide casement	1	Y	N
West side of Patio	Large pic with HROS	1	Y	N
West side of Patio	2-wide Casement	1	Y	N

Notes: Install windows according to Pella Guidelines

Flash and low foam

Exterior trim to be color match coil

No interior trim work

Clean up of Jobsite

Total Cash Price for Labor & Materials \$ 31,796.46

Deposit required for this project \$ 3,000.00

Total Balance Payable Upon Completion of Work \$ 28,796.46

PAYMENT OF CONTACT:

Payments are due upon a percentage of completion of this contract. The final payment is due at the time this contract is completed. Finance charges shall be assessed 30 days upon contract completion and shall be charged at 18% APR. Financing options are available.

OTHER TERMS:

No work is to be done other than specified in this contract without additional charges. This contract constitutes the entire Agreement and Understanding of the parties.

☐ Not responsible for electrical issues due to nails ☐ Not responsible for driveway cracks due to deliveries
☐ Not responsible for nails popping sheet rock ☐ Not responsible for painting or staining trim

NOTICE OF CANCELLATION: You may cancel this transaction, without any penalty or obligation, within three business days from the above date. If you cancel, any property traded in, any payments made by you under this contract or sale, and any negotiable instrument executed by you will be returned within 10 business days following receipt by the seller of your cancellation notice and any security interest out of the transaction will be cancelled. If you cancel, you must make available to the seller at your residence, in substantially as good condition as when received, any goods delivered to you under this contract or sale; or you may if you wish, comply with the instructions of the seller regarding the return shipment of the goods at the seller's expense and risk. If you do make the goods available to the seller and he seller does not pick them up within 20 days of the date of your notice of cancellation, you may retain or dispose of the goods without further obligation. If you fail to make the good available to the seller, or if you agree to return the goods to the seller and fail to do so, then you remain liable for performance of all obligations under the contract. To cancel this transaction, email a signed and dated copy of this cancellation to darin@newface-reno.com and ryan@newface-reno.com.

Please sign & return to be placed on schedule. Thank you.

JOB TO BEGIN BY: _____

Contractor: New Face Renovations Homeowner/Buyer: _____

X _____ x _____



Memo

TO: Mayor and Council members

FROM: Doug Ollendike, Community Development Director

DATE: February 27, 2025

RE: Resolution Approving Purchase Agreement - 1411 NW 78th Street - \$275,500.00

SYNOPSIS:

As directed through the approval of the University Boulevard Flood Mitigation Plan, staff have negotiated a purchase agreement with the property owner at 1411 NW 78th Street. William Comito and Holly Beth Healey have accepted a buyout at the purchase price of \$275,500. The purchase price is based on the appraised value of the property, consistent with the City's previously approved buyout acquisition policy.

Please feel free to contact me at 515-223-6221 or at dollendike@cityofclive.com prior to the meeting if you have any questions or need additional information.

Attachments:

1. resacquire_1411 NW 78th Street
2. Purchase Agreement_Comito_Healey_02212025
3. Lease_Comito_02212025
4. Buyout_Exhibit

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE ACQUISITION OF PROPERTY
LOCATED AT 1411 NW 78th STREET, CLIVE, IOWA

WHEREAS, the City of Clive has determined that it is in the best interest of the City to acquire the property located at 1411 NW 78th Street in the City of Clive, Iowa (the “Property”) in order to protect the public from the increasing flood risks associated with Walnut Creek and its tributaries; and,

WHEREAS, the City has extended a Purchase Agreement (the “Offer”) to William Comito and Holly Beth Healey, the owner of the Property (“Owner”), which the Owner has accepted.

NOW, THEREFORE, be it resolved by the City Council of the City of Clive, Iowa:

That, the acquisition of the Property pursuant to the terms of the Purchase Agreement is hereby approved by the Clive City Council, and the Mayor and City Manager are authorized to execute, on behalf of the City of Clive, such documents as are necessary and appropriate to effectuate the purchase of the Property pursuant to the Offer, including, without limitation, any agreements, deeds, closing statements, certificates or similar documents, and the City Clerk is authorized to attest to their signatures.

PASSED AND APPROVED this ____ day of _____, 2025.

By: _____
John Edwards, Mayor

ATTEST:

Matthew Graham, City Clerk

REAL ESTATE PURCHASE AGREEMENT

THIS REAL ESTATE PURCHASE AGREEMENT (the "Agreement") is made and entered into as of February 27, 2025, (the "Effective Date") by and between the City of Clive, Iowa, an Iowa municipality ("Buyer") and William Comito and Holly Beth Healey ("Seller").

RECITALS:

A. Seller is the owner of certain real estate described on Exhibit "A" attached hereto together with any and all buildings and other improvements thereon, and all rights, easements and appurtenances thereto (collectively, referred to as the "Property"); and

B. Buyer has notified Seller that Seller is not required to sell Property and such transaction is voluntary, and that the Seller is not entitled to relocation benefits which are available to property owners who must sell their properties involuntarily.

C. Buyer desires to buy and Seller desires to sell the Property, on the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the promises and the mutual covenants of the parties hereinafter expressed, it is hereby agreed as follows:

1. PURCHASE AND SALE. In accordance with and subject to the terms and conditions of this Agreement, on the Closing Date (as hereinafter defined), Seller agrees to sell to Buyer and Buyer agrees to purchase from Seller, the Property. The purchase price for the Property shall be Two Hundred Seventy-Five Thousand Five Hundred Dollars and Zero Hundredths (\$275,500.00) (the "Purchase Price") subject to credits, debits and adjustments, as hereinafter provided, and subject to all the terms and conditions herein contained and with the entire Purchase Price (with such debits, credits and adjustments) to be paid by Buyer to Seller at Closing (as hereinafter defined) by wire transfer, or by certified or cashier's check.

2. REAL ESTATE TAXES.

A. Seller shall pay all real estate taxes that are due and payable as of the Closing Date and constitute a lien against the Property, including any unpaid real estate taxes for any prior years.

B. Seller shall pay Seller's prorated share, based upon the Closing Date, of the real estate taxes for the fiscal year in which the Closing Date occurs (i.e., the fiscal year ending June 30, 2025) and payable in the subsequent fiscal year (i.e., the fiscal year commencing July 1, 2025). Buyer shall be given a credit for such proration at Closing based upon the then last known actual net real estate taxes payable according to public record. However, if such taxes are based upon a partial assessment of the present property improvements or a changed tax classification as of the date of possession, such proration shall be based on the current millage rate, the assessed value, legislative tax rollbacks and real estate tax exemptions that will actually be applicable as shown by the records of the county assessor on the date of possession.

C. Buyer shall pay all subsequent real estate taxes.

3. SPECIAL ASSESSMENTS. Seller shall pay (i) all installments of special assessments that are a lien on the Property as of the Closing Date and (ii) all charges for solid waste removal, sewage and maintenance that are attributable to Seller's possession, including those for which assessments arise after Closing, shall be paid by Seller. Any preliminary or deficiency assessment that cannot be discharged by payment shall be paid by Seller through an escrow account with sufficient funds to pay such liens when payable, with any unused funds returned to Seller. Buyer shall pay all other special assessments.

4. MISCELLANEOUS EXPENSES. Seller shall pay the following costs at Closing: (i) all real estate transfer taxes; (ii) real estate taxes to the county treasurer as provided in Section 2(A) above and prorated real estate taxes to Buyer as provided in Section 2(B) above; (iii) all special assessments as provided in Section 3 above; (iv) Seller's attorney's fees; (v) the cost of recording the release of any existing mortgage and the cost of recording any other document necessary to make title to the Property marketable; (vi) abstracting fees as provided in Section 9; and (vii) such other expenses as are normally paid by a seller under local custom. Buyer shall pay the following costs at Closing: (i) the cost of recording the general warranty deed for the Property and any loan documents related to financing arranged by Buyer; (ii) Buyer's attorney's fees; and (iii) such other expenses as are normally paid by a Buyer under local custom.

5. CONDITION TO CLOSING. Buyer's obligation to purchase the Property is conditioned upon the City Council of the City of Clive approving the purchase of the Property on the terms and conditions set forth in this Agreement.

6. RISK OF LOSS AND INSURANCE. Intentionally omitted.

7. POSSESSION AND CLOSING. The closing of the purchase of the Property (the "Closing") shall take place on a date mutually agreeable to the parties, but in no event later than April 15, 2025, (the "Closing Date") unless otherwise agreed by the parties in writing. Any adjustments of rent, insurance, taxes, interest and all charges attributable to Seller's possession shall be made as of the Closing Date. Seller agrees to permit Buyer to inspect the Property within forty-eight (48) hours prior to the Closing Date to assure that the Property is in the condition required by this Agreement. If possession is given on a day other than the Closing Date, the parties shall make a separate agreement with adjustments as of the date of possession. This transaction shall be considered closed upon the filing of all conveyance documents and receipt of all funds then due at Closing from Buyer under the Agreement.

8. ABSTRACT AND TITLE. Seller, at Seller's expense, shall obtain an abstract of title to the Property continued through a date not earlier than thirty (30) days prior to the date of this Agreement, and deliver it to Buyer's attorney for examination no later than ten (10) days from the Effective Date. It shall show merchantable title in Seller in conformity with this Agreement, Iowa law, and Title Standards of the Iowa State Bar Association. Seller shall make every reasonable effort to promptly cure any defects in title to the Property. In the event Seller cannot cure all defects in title to the Property within thirty (30) days from Seller's counsel's

receipt of the title opinion, either party may terminate this Agreement by giving written notice of termination to the other party. The abstract shall become the property of Buyer when the Purchase Price is paid in full. Seller shall pay the costs of any additional abstracting and title work due to any act or omission of Seller, including transfers by or the death of Seller or its assignees.

9. SURVEY. If a survey is required under Iowa Code Chapter 354, or city or county ordinances, Buyer shall pay the costs thereof. If the survey shows an encroachment on the Property, the encroachment shall be treated as a title defect.

10. ENVIRONMENTAL MATTERS.

A. Seller represents and warrants to Buyer that to the best of Seller's knowledge and belief (i) there are no abandoned wells, solid waste disposal sites, hazardous wastes or substances, or underground storage tanks located on the Property, (ii) at no time during the period that Seller has owned the Property has there been any underground storage tanks or above-ground storage tanks located on the Property, and (iii) the Property does not contain levels of radon gas, asbestos or urea-formaldehyde foam insulation requiring remediation under current governmental standards. Seller further represents and warrants to Buyer that (i) Seller has not done anything to contaminate the Property with hazardous wastes or substances, (ii) that the Property is not subject to any local, state, or federal judicial or administrative action, investigation or order, as the case may be, regarding wells, solid waste disposal sites, hazardous wastes or substances, or underground storage tanks and (iii) there is no private sewage disposal system located on the Property that serves the Property. At the Closing, if required under Iowa Code section 558.69, Seller shall execute and deliver to Buyer a properly executed groundwater hazard statement. If no groundwater hazard statement is required, the statement required under Iowa Code section 558.69(8A) shall be added to the deed.

B. Buyer may, at its expense on or before the Closing Date, conduct such tests and studies of the Property, including, but not limited to, environmental-related tests and studies, and obtain a report from a qualified engineer or other person qualified to analyze the existence or nature of any hazardous materials, substances, conditions or wastes located on the Property. In the event any hazardous materials, substances, conditions or wastes are discovered on the Property, Buyer shall have the right to terminate this Agreement by delivering written notice to Seller.

11. DEED; AUTHORIZATION. Upon payment of the Purchase Price, Seller shall convey the Property to Buyer by general warranty deed, free and clear of all liens, restrictions, and encumbrances, except as expressly provided in this Agreement. General warranties of title shall extend to the time of delivery of the deed, excepting liens or encumbrances suffered or permitted by Buyer.

12. JOINT TENANCY IN PROCEEDS AND IN REAL ESTATE. If Seller, as of the date of this Agreement, holds title to the Property in joint tenancy with full right of survivorship, and the joint tenancy is not later destroyed by operation of law or by acts of Seller, then the proceeds of this sale, and any continuing or recaptured rights of Seller in the Property,

shall belong to Seller as joint tenants with full rights of survivorship and not as tenants in common; and Buyer in the event of the death of any Seller, agrees to pay any balance of the Purchase Price due Seller under this Agreement to the surviving Seller and to accept a deed from the surviving Seller.

13. USE OF PURCHASE PRICE. At time of Closing, the Purchase Price may be used to pay taxes and other liens and to acquire outstanding interests, if any, of others.

14. APPROVAL OF COURT. If the Property is an asset of an estate, trust or conservatorship, this Agreement is contingent upon court approval unless declared unnecessary by Buyer's attorney. If the sale of the Property is subject to court approval, the fiduciary shall promptly submit this Agreement for such approval. If this Agreement is not so approved, either party may declare this Agreement null and void, or all payments made hereunder, if any, shall be returned to Buyer.

15. REMEDIES OF THE PARTIES.

A. If Buyer fails to timely perform this Agreement, Seller may forfeit this Agreement as provided in the Iowa Code (Chapter 656), and all payments made shall be forfeited.

B. If Seller fails to timely perform Seller's obligations under this Agreement (i) Buyer has the right to terminate this Agreement by delivering written notice to Seller and, in such event, Seller shall return to Buyer, within three (3) days following the receipt by Seller of such termination notice, all payments previously made by Buyer to Seller.

C. Buyer and Seller are also entitled to utilize any and all other remedies or actions at law or in equity available to them.

16. NOTICE. Any notice under this Agreement shall be in writing and be deemed given: (i) when personally delivered; (ii) three (3) days after deposit in the United States registered or certified mail, postage prepaid; or (iii) when sent by Federal Express or similar nationally recognized overnight courier service. For purposes of notice, the addresses of the parties shall be as set forth below their signatures, provided that a party may change its address for notices by giving written notice of such change to the other party in accordance with this provision.

17. CERTIFICATION. Buyer and Seller each certifies that they are not acting, directly or indirectly, for or on behalf of any person, group, entity or nation named by any Executive Order or the United States Treasury Department as a terrorist, "Specially Designated National and Blocked Person" or any other banned or blocked person, entity, nation or transaction pursuant to any law, order, rule or regulation that is enforced or administered by the Office of Foreign Assets Control; and are not engaged in this transaction, directly or indirectly on behalf of, any such person, group, entity or nation. Each party agrees to defend, indemnify and hold harmless the other party from and against any and all claims, damages, losses, risks, liabilities and expenses (including attorney's fees and costs) arising from or related to any breach

of the foregoing certification.

18. GENERAL PROVISIONS. In the performance of each provision of this Agreement, time shall be of the essence. Failure to promptly assert rights herein shall not, however, be a waiver of such rights or a waiver of any existing or subsequent default. This Agreement and the representations, warranties and covenants of the parties shall apply to and bind the successors in interest and assigns of the parties. This Agreement, including, but not limited to, the representations and warranties and covenants of the parties in this Agreement, shall survive the Closing and the delivery of the general warranty deed. Section headings are for convenience of reference and shall not limit or affect the meaning of this Agreement. Words and phrases herein shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender according to the context. This Agreement, together with all the Exhibits attached hereto and incorporated by reference herein, constitutes the entire agreement of the parties hereto with respect to the subject matters hereof and supersedes any and all prior agreements, arrangements and undertakings of the parties, hereto with respect to the subject matters hereof and shall not be amended except by a written instrument duly signed by Seller and Buyer. This Agreement shall be construed and interpreted according to the laws of the State of Iowa, without reference to conflicts of law principles. If any provision of this Agreement shall be declared by a court of competent jurisdiction to be unenforceable or invalid, such provision shall be severed from this Agreement and the remaining portions hereof shall continue in full force and effect pursuant to their terms. This Agreement shall not be assigned by operation of law or otherwise, provided, however Buyer may assign its rights hereunder to any lender providing financing for this transaction.

19. ATTORNEY'S FEES. If either Seller or Buyer commences any action or proceeding against the other party arising out of this Agreement, or is made a party to any action or proceeding brought by a third party arising out of this Agreement without fault of the defending party, then as between Seller and Buyer, the prevailing party in any such action or proceeding, as determined by the court in such action, shall be entitled to recover, as an element of its costs of suit and not as damages, reasonable attorneys' fees to be fixed by the court.

20. COUNTERPARTS. This Agreement and any document or instrument executed pursuant hereto may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

21. REAL ESTATE AGENT OR BROKER. Neither Buyer nor Seller has used the service of a real estate agent or broker in connection with this transaction.

22. LEASES. Seller shall terminate all leases on the Property with the effective date of the termination being no later than the Closing Date.

23. LEASE BETWEEN BUYER AND SELLER. As of the Closing Date, Seller, as tenant, and Buyer, as landlord, shall enter into a Real Estate Lease for the Property in the form attached to this Agreement as Exhibit "B" (the "Lease").

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the Effective Date.

“Buyer”

CITY OF CLIVE, IOWA

By: _____
John Edwards, Mayor

ATTEST:

By: _____
Matthew Graham, City Clerk

Address: 1900 NW 114th Street, Clive, IA 50325

Phone: 515-223-6221

“Seller”

William Comito

Holly Beth Healey

Address: 1411 NW 78th Street, Clive, Iowa 50325

Phone: 515-314-9167

EXHIBIT A

PROPERTY

Lot 2 in Lamberti Place, an Official Plat, now included in and forming a part of the City of Clive, Polk County, Iowa.

Exhibit A

REAL ESTATE LEASE

This Real Estate Lease ("**Lease**") is made and entered into as of _____ (the "**Effective Date**"), by and William Comito ("**Tenant**"), and City of Clive, Iowa ("**Landlord**").

RECITALS

- A. Landlord and Tenant entered into a Real Estate Purchase Agreement dated as of February 27, 2025, (the "**Agreement**") whereby Tenant agreed to sell to Landlord and Landlord agreed to purchase from Tenant the real property described on Exhibit A to the Agreement (the "**Property**");
- B. WHEREAS, closing on the purchase and sale of the Property as set forth in the Agreement occurred on the Effective Date;
- C. WHEREAS, as part of the Agreement, Landlord agreed to lease to Tenant the Premises as described in Section 1 of this Lease; and
- D. WHEREAS, Landlord is willing to lease to Tenant and Tenant is willing to lease from Landlord the Premises (as defined herein) in accordance with the terms of this Lease.

Now, therefore, in consideration of the rents herein reserved and of the covenants, agreements and conditions herein contained, Landlord hereby leases the Premises, as hereinafter defined, to Tenant and Tenant hereby leases the Premises from Landlord, upon the following terms and conditions:

1. LEASED PREMISES. The leased premises shall be the building located on the real property described in Exhibit A attached hereto (the "**Real Estate**"), including ingress and egress thereto over and across the real property described in Exhibit A (the "**Premises**").

2. TERM. The term of this Lease shall commence on the Effective Date (the "**Commencement Date**"), and, unless earlier terminated as provided herein, shall continue until December 31, 2025 (the "**Term**"). Notwithstanding the foregoing or anything in this Lease to the contrary or appearing to the contrary, in the event of damage to the Premises that will cost more than ONE DOLLAR (\$1.00) to repair, either party may terminate this Lease by giving written notice to the other party, and in such event this Lease shall terminate effective as of the date that is ten (10) days following the date of such written notice.

3. RENT. Rent for the Premises for the Term shall be \$1.00.

4. USE. Tenant agrees not to use or permit the Premises to be used for any purpose other than as a residence. Tenant shall not use the Premises in such a manner as to create a nuisance.

5. UTILITIES. Tenant shall provide utilities to the Premises. Tenant shall be solely responsible, at Tenant's sole expense, for all utility bills, if any, applicable to Tenant's use of the Premises. Landlord shall not be required to provide equipment to heat or cool the Premises. Landlord shall not be liable for failure to perform as herein provided, or for any stoppage for needed repairs or for improvements or arising from causes beyond the control of Landlord, provided Landlord uses reasonable diligence to resume such services.

6. MAINTENANCE AND ALTERATIONS.

A. Tenant agrees that during the Term it shall, at its expense, maintain the exterior of the Premises in at least as good order, repair and condition as the Premises was in on the date hereof ordinary wear and tear excepted. Tenant shall be responsible for any damage to the exterior of the Premises caused by Tenant. Except as provided in "C" immediately below, Tenant shall not make any improvements, additions, alterations, modifications, changes replacements, or substitutions to the Premises, without the prior written consent of Landlord. Tenant, at Tenant's expense, shall be responsible for ice and snow removal and mowing on the Premises. Notwithstanding the foregoing or anything in this Lease to the contrary, if the Iowa Uniform Residential Landlord and Tenant Act requires Landlord to perform any such maintenance and repairs, Landlord shall do so.

B. Tenant agrees that the condition of the Premises is, on the Commencement Date, acceptable to Tenant.

C. Notwithstanding anything in the Lease to the contrary, during the Term, Tenant may salvage any and all interior and exterior parts of the home, including but not limited to, appliances, heating and cooling equipment, plumbing and electrical fixtures provided that the structure of the home, as applicable, remains structurally sound and weather tight and the Premises can be reasonably maintained and in compliance will all property maintenance requirements of the City. Any such salvage activities shall be at Tenant's sole risk and expense.

7. COMPLIANCE WITH LAWS. Tenant shall comply with all with all ordinances of the municipality in which the Premises are located, or the laws, rules and regulations of the United States of America and the State of Iowa relating to the handling, storage, use, disposal and release of any substances or materials regulated by any local, state or federal environmental laws.

8. LIENS. Tenant shall not (i) grant any lien or any mortgage or security interest in the Property or (ii) suffer or permit any materialmen's, mechanics', artisans' or other liens to be filed or placed or to exist against the Property, or Tenant's interest in the Property, by reason of work, services or materials supplied or claimed to have been supplied to or at the request of Tenant. Nothing contained in this Lease shall be deemed or construed in any way as constituting the consent of Landlord, expressed or implied, to any contractor, subcontractor, laborer or materialman for the performance of any labor or the furnishing of any materials for any improvements, alterations or repairs of or to the Property or the Premises or any part thereof, nor as giving Tenant any right, power or authority to contract for or permit the rendering of any services or the furnishing of any materials that would give rise to the filing of a materialmen's,

mechanics' or other lien against the Property. If any such lien should, at any time, be filed, Tenant shall cause the same to be discharged of record within thirty (30) days after date of filing the same or, if Tenant in good faith determines that such liens should be contested, Tenant shall furnish such security, by surety bond or otherwise, as is prescribed by law to release the same as a lien against the real property and to prevent any foreclosure of such lien during the pendency of such contest. If Tenant shall fail to discharge such lien within such period, then, in addition to any other right or remedy, Landlord may, but shall not be obligated to, discharge the same either by paying the amount claimed to be due or by posting a bond and, in such event, Tenant shall pay to Landlord all amounts paid by Landlord for any of the foregoing purposes, and all reasonable expenses of Landlord in defending any such action or in procuring the discharge of such lien, including, but not limited to, reasonable attorney's fees. Breach of this section by Tenant shall be an event of default hereunder. If Landlord pays any such cost for Tenant, such sum shall be deemed additional rent hereunder and shall be repaid by Tenant to Landlord on demand.

9. INDEMNITY. Tenant agrees to protect, defend, indemnify and hold harmless Landlord and Landlord's employees and agents, against any claim, liability, loss or expense (including, but not limited to, reasonable attorneys' fees) arising, directly or indirectly, from the use of the Premises by Tenant during the Term, or any act or omission of Tenant, its agents, employees, invitees, or contractors in or relating to the Premises, but only to the extent that such claim, liability, loss or expense is not a result of any breach of Landlord's obligations, representations or warranties set forth in this Lease or the Agreement.

10. ENTRY BY LANDLORD. Landlord, or Landlord's agents, at reasonable hours, may enter the Premises to inspect the same or for the purpose of making repairs to the Premises, in the event Tenant fails to timely make required repairs. Landlord shall not be liable or responsible to Tenant for any loss or damage sustained by Tenant arising out of the repair of the Premises by Landlord pursuant to the foregoing provisions.

11. TENANT DEFAULT

A. Each of the following events shall constitute an event of Tenant's default under this Lease ("**Event of Tenant Default**"):

(i) If Tenant shall, at any time, fail to pay any amount payable by Tenant to Landlord pursuant to this Lease when due and such non-payment is not cured within ten (10) days after the date of receipt of written notice from Landlord to Tenant designating such nonpayment; or

(ii) If Tenant shall fail to comply with or shall breach any of the warranties or covenants of Tenant under this Lease (other than the payment of rent or other payment obligations) and such non-compliance is not cured within fifteen (15) days after the date of receipt of written notice from Landlord to Tenant designating such non-compliance or breach.

B. Upon the occurrence of any of the foregoing Events of Tenant Default, Landlord, at Landlord's election, shall have the right, in addition to any other remedy or remedies now or hereafter available to Landlord at law or in equity, terminate this Lease, in which event Tenant shall immediately surrender the Premises to Landlord. Landlord may, without prejudice to any other remedy that it may have, after terminating this Lease, enter upon and take possession of the Premises and expel or remove Tenant and any other person, who may be occupying the Premises or any part thereof, by force, if necessary, without being liable for prosecution of any claim of damages therefor.

Pursuit of any of the foregoing remedies by Landlord shall not preclude Landlord's pursuit of any of the other remedies herein provided for or any other remedies available to Landlord at law or in equity, nor shall pursuit of any remedy herein provided constitute forfeiture or waiver of any rent due Landlord hereunder or of any damages occurring to Landlord by reason of any Event of Tenant Default under this Lease. Forbearance by Landlord to enforce one or more of the remedies herein provided for upon an Event of Tenant Default shall not be deemed or construed to constitute a waiver of such default.

C. If Tenant fails to timely perform its obligations under the terms of this Lease, Landlord shall, in addition to all other rights and remedies available to Landlord, have the right to perform the covenant or condition that gave rise to such default if such default can be cured solely by the payment of money, and any amount advanced by Landlord shall be paid by Tenant to Landlord, on demand.

D. No delay by Landlord in exercising any right or remedy provided herein or otherwise afforded by law or in equity shall be deemed a waiver of or preclude the exercise of such right or remedy, and no waiver by Landlord of any particular provisions of this Lease shall be deemed effective unless in writing signed by Landlord. All rights and remedies provided for herein that Landlord may otherwise have, at law or in equity, shall be distinct, separate and cumulative and may be exercised concurrently, independently or successfully in order whatsoever, and as often as the occasion therefore arises, but always subject to the limitations above set forth.

12. LANDLORD DEFAULT.

A. Each of the following events shall constitute an event of Landlord's default under this Lease ("**Event of Landlord Default**"): If Landlord shall fail to comply with or shall breach any of the warranties or covenants of Landlord under this Lease and such non-compliance is not cured within fifteen (15) days after the date of receipt of written notice from Tenant to Landlord designating such non-compliance or breach.

B. Upon the occurrence of any of Event of Landlord Default, Tenant, at Tenant's election, shall have the right to terminate this Lease. Termination of this Lease shall be Tenant's sole remedy for an Event of Landlord Default.

13. EXPIRATION. At the expiration of the Term or upon termination of this Lease pursuant to any provision of this Lease, Tenant agrees to surrender possession of the Premises to

Landlord without further notice to quit, and in as good repair and condition as the same is now or may hereafter be placed, reasonable wear and tear and insured casualty excepted.

14. NO WAIVER. No waiver of the breach of any of the terms or conditions of this Lease shall constitute a waiver of any other or succeeding breach of the same or other provision of this Lease.

15. NOTICES. All notices required to be given hereunder shall be in writing and deemed given when personally delivered or, if sent by overnight courier, one (1) business day after it is sent, or three (3) days after such notice is deposited in the United States mail, postage prepaid, sent certified or registered, return receipt requested, to the addresses set forth underneath the signatures of the parties or to such other address or person as hereinafter designated in writing by the applicable party in the manner provided in this paragraph for the giving of notices.

16. HOLDING OVER. If Tenant remains in possession of the Premises after the expiration of the Term of this Lease without obtaining Landlord's written consent and without the execution of a new lease, no tenancy or interest in the Premises shall result therefrom, but such holding over shall be an unlawful detainer and Tenant shall be subject to immediate eviction and removal. Tenant shall not interpose any counterclaim or counterclaim in a summary proceeding or other action based on a holdover, other than any claims or counterclaims based upon any offsets or credit permitted by this Lease or any mandatory counterclaims.

17. BINDING. The terms, provisions, warranties and covenants contained in this Lease shall apply to, inure to the benefit of, and be binding upon the parties hereto and their respective heirs, assigns, successors in interest and legal representatives, except as otherwise herein expressly provided.

18. TIME IS ESSENCE. Time is of the essence in this Lease.

19. APPLICABLE LAW. The laws of the State of Iowa shall govern the interpretation, validity, performance and enforcement of this Lease. If any provision of this Lease shall be held to be invalid or unenforceable, the validity and enforceability of the remaining provisions of this Lease shall not be affected thereby.

20. ENTIRE AGREEMENT. This Lease contains an entire agreement between the parties thereto with respect to the subject matter hereof; and no agreement, representation or inducement applicable to this Lease shall be effective to change, modify or terminate this Lease in whole or in part, unless in writing and signed by the parties to be charged therewith. All prior conversations or writings between the parties hereto or their representatives related to the subject matters of this Lease are merged into and extinguished by execution of this Lease.

21. SURVIVAL OF WARRANTIES AND COVENANTS. Except as specifically provided otherwise in this Lease, the warranties and covenants of the parties herein shall survive the expiration or termination of this Lease.

22. ASSIGNMENT AND SUBLETTING. No assignment or subletting, either voluntary or by operation of law, shall be effective without the prior written consent of Landlord.

23. INSURANCE.

A. PROPERTY INSURANCE. Landlord and Tenant agree to insure their respective real and personal property for the full insurable value. Such insurance shall cover losses included in the special form causes of loss (formerly all risks coverage). To the extent permitted by their policies Landlord and Tenant waive all rights of recovery against each other.

B. ACTS BY TENANT. Tenant will not do or omit doing of any act which would invalidate any insurance, or increase the insurance rates in force on the Premises.

C. INCREASED RISKS OR HAZARDS. Tenant further agrees to be liable for and to promptly pay, as if current rental, any increase in insurance rates on said Premises due to increased risks or hazards resulting from Tenant's use of the Premises otherwise than as herein contemplated and agreed.

D. PROVISION OF LEASE TO INSURERS. Landlord and Tenant shall each provide a copy of this Lease to their respective insurers.

24. LIABILITY FOR DAMAGE. Tenant shall be liable to Landlord for all damage to the Premises negligently, recklessly or intentionally caused by Tenant (or their agents, employees or invitees).

IN WITNESS WHEREOF, the parties hereto have duly executed this Lease, in multiple copies, each of which shall be deemed to be an original, on the day and year first above written.

"Landlord"

CITY OF CLIVE, IOWA

By: _____
Matt McQuillen, City Manager

ATTEST:

By: _____
Matthew Graham, City Clerk

Address: 1900 NW 114th Street, Clive, IA 50325

"Tenant"

William Comito

EXHIBIT A

1411 NW 78th Street

Real Property on which Premises is located:

Lot 2 in Lamberti Place, an Official Plat, now included in and forming a part of the City of Clive, Polk County, Iowa.

FLOOD PRONE PROPERTY BUYOUT PROGRAM

Acquired/Demo'd (yellow)

1275 NW 75th Street
1300 NW 78th Street
1312 NW 78th Street
1355 NW 78th Street
1360 NW 78th Street
1280 NW 78th Street
1270 NW 75th Street
7811 University
7827 University
1260 NW 78th Street
1301 NW 78th Street
1300 NW 75th Street
1325 NW 78th Street
1340 NW 78th Street
1320 NW 78th Street
1371 NW 78th Street
7975 University

Acquired/Not Yet Demo'd (orange)

1444 NW 80th Street
7845 Drake Street
1431 NW 78th Street
1393 NW 78th Street
7825 Drake Street
7835 Drake Street
7875 Drake Street
7880 Drake Street

Legend

- Acquisition Area
- Parcels
- Regulatory Floodplain
- Pre-FIRM Parcels
- Homes with Basements

Inundation Potential at First Floor

2' to 4'	6' to 8'
4' to 6'	8'+



As of January 2025



Memo

TO: Mayor and Council members

FROM: Matthew Graham, City Clerk

DATE: February 27, 2025

RE: Resolution Approving an Amendment to the Intergovernmental Agreement for the Promotion of Tourism and Convention Activities in the Greater Des Moines, Iowa Area

SYNOPSIS:

Attached is an amendment for the addition of the City of Norwalk into the 28e Intergovernmental Agreement for the Promotion of Tourism and Convention Activities in the Greater Des Moines Area.

Attachments:

1. 2025 Catch DM Resolution
2. Greater DSM - Amendment to 28E Agreement Adding Norwalk (March 2025)(85288838.1)-c (002)

RESOLUTION NO. _____

**RESOLUTION APPROVING AN AMENDMENT TO THE INTERGOVERNMENTAL
AGREEMENT FOR THE PROMOTION OF TOURISM AND CONVENTION
ACTIVITIES IN THE GREATER DES MOINES, IOWA AREA**

WHEREAS, the City of Clive is a party to an **Intergovernmental Agreement for the Promotion of Tourism and Convention Activities in the Greater Des Moines, Iowa Area** (the "Agreement"), along with the cities of Altoona, Ankeny, Des Moines, Grimes, Indianola, Johnston, Pleasant Hill, Polk City, Urbandale, West Des Moines, Windsor Heights, and Polk County (collectively, the "Existing Parties"); and

WHEREAS, the Existing Parties desire to amend the Agreement to add the **City of Norwalk** as an additional party, effective March 1, 2025; and

WHEREAS, the City Council of the City of Clive finds it to be in the best interests of the City to approve said Amendment and authorize execution thereof;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

1. The **Amendment to the Intergovernmental Agreement for the Promotion of Tourism and Convention Activities in the Greater Des Moines, Iowa Area** (the "Amendment") between the City of Clive, the Existing Parties, and the City of Norwalk is hereby **approved**.
2. The **Mayor** is hereby authorized to execute said Amendment on behalf of the City of Clive, and the **City Clerk** is directed to attest to the Mayor's signature.

PASSED AND APPROVED this ____ day of _____, 2025.

By: _____
John D. Edwards, Mayor

ATTEST:

Matthew D. Graham, City Clerk

AMENDMENT TO INTERGOVERNMENTAL
AGREEMENT FOR THE PROMOTION OF
TOURISM AND CONVENTION ACTIVITIES
IN THE GREATER DES MOINES AREA

This Amendment to Intergovernmental Agreement for the Promotion of Tourism and Convention Activities in the Greater Des Moines, Iowa Area (the “Amendment”) is made and entered into this 1st day of March, 2025, by and among the City of Altoona, Iowa, the City of Ankeny, Iowa, the City of Clive, Iowa, the City of Des Moines, Iowa, the City of Grimes, Iowa, the City of Indianola, Iowa, the City of Johnston, Iowa, the City of Pleasant Hill, Iowa, the City of Polk City, Iowa, the City of Urbandale, Iowa, the City of West Des Moines, Iowa, the City of Windsor Heights, Iowa, (the “Municipalities”) and the County of Polk, Iowa (the “County,” collectively, the “Existing Parties”) and the City of Norwalk, Iowa.

WHEREAS, each of the Existing Parties is a party to that certain Intergovernmental Agreement for the Promotion of Tourism and Convention Activities in the Greater Des Moines, Iowa Area entered into pursuant to the provisions of Chapter 28E of the Code of Iowa, and filed for record in Polk County, Iowa on May 13, 1985 at Book 5452, Page 479, as amended (the “Agreement”);

WHEREAS, pursuant to Article V(G) of the Agreement, the Existing Parties desire to amend the Agreement to admit, as a new party to the Agreement, the City of Norwalk; and

WHEREAS, the City of Norwalk desires to enter into this Amendment for the purpose of becoming a party to the Agreement.

NOW, THEREFORE, in consideration of the foregoing, and the mutual covenants and agreements contained herein, the parties to this Amendment agree as follows:

1. The City of Norwalk, Iowa is hereby admitted as a party to the Agreement, effective March 1, 2025, and such municipality shall abide by all of the terms and conditions of the Agreement.
2. Except as specifically amended hereby, the Agreement shall continue in full force and effect.
3. The Existing Parties hereby represent that pursuant to Article V(G) of the Agreement, the admission of the City of Norwalk to the Agreement has been approved by Board members holding 2/3rds of the votes under the Agreement and is evidenced by the Board resolution attached hereto as Exhibit A and incorporated herein by reference.
4. This Amendment is entered into pursuant to the provisions of Chapter 28E of the Code of Iowa. The parties hereto shall cause this Agreement to be filed with the Secretary of State and recorded with the Polk County Recorder.

[Signature Pages Follow]

IN WITNESS WHEREOF, the undersigned Joint Board for the Promotion of the Greater Des Moines, Iowa Area, on behalf of the Municipalities and the County, and the City of Norwalk have executed this Agreement. This Amendment may be executed in counterparts (including by means of facsimile or pdf signature pages), any one of which need not contain the signatures of more than one party, but all such counterparts taken together will constitute one and the same agreement.

JOINT BOARD FOR THE PROMOTION OF
THE GREATER DES MOINES, IOWA AREA

| By: _____ |
Its: _____

CITY OF NORWALK, IOWA

ATTEST:

Mayor

City Clerk:

THE EXISTING PARTIES:

CITY OF ALTOONA, IOWA

ATTEST:

Mayor

City Clerk

CITY OF ANKENY, IOWA

ATTEST:

Mayor

City Clerk

CITY OF CLIVE, IOWA

ATTEST:

Mayor

City Clerk

CITY OF DES MOINES, IOWA

ATTEST:

Mayor

City Clerk

CITY OF GRIMES, IOWA

ATTEST:

Mayor

City Clerk

CITY OF INDIANOLA, IOWA

ATTEST:

Mayor

City Clerk

CITY OF JOHNSTON, IOWA

ATTEST:

Mayor

City Clerk

CITY OF POLK CITY, IOWA

ATTEST:

Mayor

City Clerk

COUNTY OF POLK, IOWA

ATTEST:

Chairperson, Board of Supervisors

County Auditor

CITY OF PLEASANT HILL, IOWA

ATTEST:

Mayor

City Clerk

CITY OF URBANDALE, IOWA

ATTEST:

Mayor

City Clerk

CITY OF WEST DES MOINES, IOWA ATTEST:

Mayor

City Clerk

CITY OF WINDSOR HEIGHTS, IOWA ATTEST:

Mayor

City Clerk

EXHIBIT A
TO
AMENDMENT TO INTERGOVERNMENTAL
AGREEMENT FOR THE PROMOTION OF
TOURISM AND CONVENTION ACTIVITIES
IN THE GREATER DES MOINES AREA
Board Resolution

See attached.

28E Intergovernmental Agreement for the Promotion of Tourism & Convention Activities in the Greater Des Moines, Iowa Area Meeting

1. Welcome

Welcome to this 28E Intergovernmental Agreement for the Promotion of Tourism & Convention Activities in the Greater Des Moines, Iowa Area meeting. Let's quickly go around the room for a roll call. Please state your name and the City you are representing.

Time: 9:12 am

[] City of Altoona – Julie Stewart
[x] City of Ankeny – Bobbi Bentz
[x] City of Clive – Eric Klein
[x] City of Des Moines – Connie Boesen
[] City of Grimes – Brian Becker
[x] City of Indianola – Steve Armstrong
[] City of Johnston – Paula Dierenfeld
[] City of Pleasant Hill – Amanda Lundsted
[x] City of Polk City – Steve Karsjen
[x] City of Urbandale – Bob Andeweg
[x] City of West Des Moines – Greg Hudson
[x] City of Windsor Heights – Susan Skeries
[x] Polk County – Angela Connolly

This meeting is called to order at 9:12 am (time) on **January 23, 2025** by the members of the 28E Agreement to vote on the admission of the City of Norwalk into the 28E agreement.

2. Approval of Officers for this Meeting Only (Section V. D.)

Per the 28E Intergovernmental Agreement for the Promotion of Tourism & Convention Activities in the Greater Des Moines Area, a Chairman and Secretary must be appointed for this single meeting. I (**GREG HUDSON**) am offering to Chair this meeting, **BOB ANDEWEG**, would you be willing to serve as secretary?

Is there a motion to approve **GREG HUDSON** as Chair and **BOB ANDEWEG** as Secretary for this 28E Promotion of Tourism & Convention Activities board meeting, held today, the **23rd day of January 2025**?

Motion: Eric Klein

Second: Connie Boesen

All in favor?: all in favor

Any opposed?: None

3. 28E Agreement Amendment (action)

Is there a motion to accept the resolution approving the admission of the City of Norwalk to the 28E Intergovernmental Agreement for the Promotion of Tourism and Convention Activities in the Greater Des Moines, Iowa Area?

- A. Resolution by the City of Altoona, City of Ankeny, City of Clive, City of Des Moines, City of Grimes, City of Indianola, City of Johnston, City of Pleasant Hill, City of Polk City, City of Urbandale, City of West Des Moines, City of Windsor Heights, and Polk County approving the admission of the City of Norwalk to the 28E Intergovernmental Agreement for the Promotion of Tourism and Convention Activities in the Greater Des Moines, Iowa Area.

Motion: Bob Andeweg

Second: Angela Connolly

All in favor?: all in favor

Any opposed?: none

4. Adjourn

With no other business, is there a motion to adjourn the meeting?

Motion: Angela Connolly

Second: Susan Skeries

All in favor?: all in favor

Any opposed?: none

Meeting adjourned at 9:14 am (time) on January 23, 2025.


Secretary

1/23/2025
Date



Memo

TO: Mayor and Council members

FROM: Richard Brown, Leisure Services Director

DATE: February 27, 2025

RE: Resolution Approving Prairie Meadows Legacy Grant Application -
Linnan Park Redesign Project - \$200,000.00

SYNOPSIS:

Leisure Services is requesting approval for a submission of a grant application to Prairie Meadows Legacy Grant Program in the amount of \$200,000.00

Attachments:

1. Resolution
2. Prairie Meadows Legacy Grant Linnan Park

**RESOLUTION APPROVING SUBMISSION OF PRAIRIE MEADOWS LEGACY
GRANT APPLICATION RELATING TO THE LINNAN PARK REDESIGN PROJECT**

WHEREAS, the City Council of the City of Clive (the “City”) desires to submit an application for a Prairie Meadows Legacy Grant relating to funding to aid in the completion of work on the Linnan Park Redesign Project; and

WHEREAS, the Prairie Meadows Legacy Grant application must be executed on behalf of the City; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

That the City approves the submission of an application for a Prairie Meadows Legacy Grant in the amount of \$200,000.00 regarding funding for the Linnan Park Redesign Project; the Mayor or his designee is hereby authorized and directed to execute said application on behalf of the City to evidence such approval; and the City staff are authorized to file the grant application with the Prairie Meadows Legacy Grant team.

PASSED AND APPROVED THIS 27th day of February, 2025.

By: _____
John Edwards, Mayor

ATTEST:

By: _____
Matthew Graham

2025 Legacy Grant Application**Organization Information****Organization Information**

Name of Nonprofit Organization:
City of Clive Parks and Recreation

Tax ID Number:
42-6035153

Mailing Address:
1900 NW 114th Street

City: State:
Clive IA

ZIP Code:
50325

Organization Phone: Organization General E-mail Address:
515-223-5246 parksandrec@cityofclive.com

Website Address:
www.cityofclive.com/parkandrecreation

Organization Executive Director

Prefix First Name:
Mr. Richard

Last Name:
Brown

Title
Leisure Services Director

Phone Number:
515-223-5246

E-mail Address:
rbrown@cityofclive.com

Contact Person for this Grant Application

No Click here if same as Organization Executive Director

Prefix: First Name:
Miss Tiffany

Last Name:
Belieu

Title:
Administrative Assistant

Phone Number:
515-223-5246

E-mail Address:
tbelieu@cityofclive.com

Contact Person for Marketing and Public Relations

Prefix First Name
Mrs. Molly

Last Name
Elder

Title
Communications Specialist

Phone Number:
515-867-5064

E-mail Address:
melder@cityofclive.com

Project Overview

Project Information

Length of Project:
(number of months)
12

Project Start Date:
4/1/2025

Project Title
Linnan Park Redesign Project

Project Summary
Provide a short summary about the project for which you are requesting funding.

The City of Clive is investing \$5,000,000 to revitalize Linnan Park, one of the City's oldest and most popular recreational spaces. This comprehensive redesign will enhance the park's amenities and provide a more accessible, vibrant, and functional environment for the community. The project includes the construction of a new restroom and shelter building, a redesigned playground, and a modern sprayground, all designed to accommodate community events and family gatherings.

The basketball and futsal courts, which are central to the park's offerings, will remain but will be relocated to more optimal positions to maximize space and improve the overall layout. Additionally, the outdated wading pool will be replaced by a new splash pad, providing a refreshing and free recreational option for families, particularly for those who may not have access to the City's aquatic center.

The park will be developed in phases, with sections remaining open as others are under construction. Key milestones include the completion of the shelter, splash pad, and playground, with each element progressively contributing to the park's transformation. The City has committed to the ongoing maintenance of the park through its annual budget, staff oversight, and community programming, ensuring that Linnan Park remains a valuable resource for years to come.

Naming opportunities are available for various park amenities, with recognition provided through City communications such as newsletters, signage, social media, and the official City website.

This revitalization project reflects the City's commitment to enhancing public spaces and strengthening community connections, ensuring that Linnan Park continues to serve as a vital hub for Clive residents and visitors.

Total Project Budget
5000000.00

Amount of Funding Requested from Prairie Meadows
200000.00

Primary Program Area
Health and Human Services

Demographics

Primary Geographical Area Served
You may select up to three
Central Iowa-Polk County-Des Moines Metro-Clive
Central Iowa-Polk County-Des Moines Metro-Windsor Heights
Central Iowa-Polk County-Des Moines Metro-Urbandale

Population Served

Children
Families
General Public

Age Group Served
All Ages

Ethnicity Served
All Ethnicities

Gender Served
All Genders

Project Type
One Time Initiative

Request User Table 1
Legacy

Project Detail

A. Project Description & Detail

- i. What is the mission of your organization? What is your organization's area of expertise?
- ii. Describe the proposed project in detail, outlining the community needs it will meet. Include the goals of the project, who will benefit, and why.
- iii. What is the timeline of the project? Include the implementation date and duration.
- iv. How will your organization measure and evaluate the project's results? What are the benchmarks for this project?
- v. What are your organization's plans to sustain the project?
- vi. How would your organization recognize a Legacy Grant Award from Prairie Meadows if your application is approved? Include recognition and naming opportunities for all levels of funding for your project.
- vii. Include any photos or renderings of the project.

[A. Project Description and Detail.pdf](#)

B. Legacy Grant Project Budget

Complete the provided Prairie Meadows Legacy Grant Project Budget Worksheet. To download a copy [click here](#).

[B. Legacy Projects Budget Worksheet.pdf](#)

C. Bids and/or Price Quotes That Support Your Project Budget

Include any bids or price quotes that support the project budget that you have identified in your Legacy Project Budget worksheet.

[C. Bids and or Price Quotes That Support Your Project Budget.pdf](#)

D. Current Operating Budget

Upload your organization's current operating budget.

[D. FY25 Parks.pdf](#)

E. Board of Directors, Project Committee and Staff

Provide a complete listing of your organization's Board of Directors, project committee and key staff assigned to this project.

[E. Board of Directors, Project Committee and Staff.pdf](#)

Budget Detail

Total Project Budget

5000000.00

Amount of funding your organization currently has secured for this project

4800000.00

Amount of funding your organization currently has pending for this project

0.0

Amount of Funding Requested from Prairie Meadows

200000.00

Organizational Overview

Outline any other request your organization has made within the past six months or will be making in the next six months to Prairie Meadows. Include project titles and request amounts.

If no other applications are being made, leave blank.

Has your organization received funding from Prairie Meadows in the past five (5) years? If so, list the funding amount received each year.

Has your organization ever been cited for unlawful conduct? If so, please list the cause, date and reason.

If not applicable, leave blank.

Name and relationship to national organization or governing entity:

If not applicable, leave blank.

IRS Exemption Letter

Upload your organization's Letter of Determination from the Internal Revenue Service. If your organization is a city, county, school district or religious group, a letter of endorsement from the governing body (administrator, mayor, principal, pastor, etc.) can replace the IRS Exemption Letter.

2025 W-9 Request for Taxpayer Identification Number and Certification

Upload a completed 2025 W-9 Request for Taxpayer Identification Number and Certification form with your organization's information. **W-9 form must be signed**

and dated in 2025.To download a W-9 form from the IRS **click here.** (opens in a new window)

Authorization

By typing my name, title and date below, I acknowledge that this project has the support of the organization and board of directors. This application is a direct representation of the organization.

Name: Title:

Date:

A. Project Description & Detail

- i. What is the mission of your organization? What is your organization's area of expertise?
- ii. Describe the proposed project in detail, outlining the community needs it will meet. Include the goals of the project, who will benefit, and why.
- iii. What is the timeline of the project? Include the implementation date and duration.
- iv. How will your organization measure and evaluate the project's results? What are the benchmarks for this project?
- v. What are your organization's plans to sustain the project?
- vi. How would your organization recognize a Legacy Grant Award from Prairie Meadows if your application is approved? Include recognition and naming opportunities for all levels of funding for your project.
- vii. Include any photos or renderings of the project.

- i. The mission statement for Clive Leisure Services, the umbrella under which Parks and Recreation operates, is "Creating connections to enrich and inspire our community." The department seeks to keep this in mind as we make changes to our City, including adding and updating parks that are used by our citizens and visitors. This department is responsible for the creation of our playgrounds, and programming that will use those facilities to best effect.
- ii. The City is investing \$5,000,000 to revitalize Linnan Park, one of Clive's most popular community spaces, into a more dynamic and functional destination for the neighborhood it serves. Situated on the east side of Clive, the park is frequently used for both traditional and unique activities, featuring playground equipment, a futsal court, and a highly-rented shelter. This initiative will greatly enhance the park's amenities, ensuring it better meets the needs of the community.

A key aspect of the renovation is the addition of a splash pad, replacing a small wading pool that was previously removed. This new feature will offer a free, fun, and accessible way for families to cool off during the summer, particularly for those who may not have access to the city's aquatic center. Additionally, the park's shelter—regularly used for birthday parties, outdoor church services, and other gatherings—will be upgraded to better support these meaningful community events and attract even more visitors.

Many of the park's patrons come from underserved backgrounds, and this investment will introduce exciting, healthy, and cost-free outdoor activities to a neighborhood that greatly benefits from them. By reimagining Linnan Park's design and purpose, this project will create a more welcoming and inclusive space that serves residents and guests for years to come.

- iii. The Linnan Park revitalization project is scheduled to begin in late spring or early summer of 2025. The full scope of work is expected to take approximately 12 months, with project completion anticipated in early 2026.
- iv. The City actively seeks input from the council, residents, and visitors to evaluate project progress and inform future improvements. Prior to finalizing the Linnan Park revitalization plan, the Parks and Recreation Department engaged with community leaders, families, and children to identify key priorities for the park. This engagement will continue throughout the project's development, ensuring alignment with community needs through surveys, public meetings, and direct communication.

During the reconstruction, certain areas of Linnan Park will remain accessible while others undergo phased improvements. The project's primary benchmarks include the completion of an upgraded shelter, the construction of a new splash pad, and the installation of a modernized playground. As these major components are finalized, the full scope of the park's transformation will become increasingly evident, enhancing both its functionality and appeal for the community while maintaining consideration for ongoing public input and future adjustments.

- v. The City is committed to ensuring the long-term sustainability of the Linnan Park revitalization project through ongoing maintenance, evaluation, and community engagement. The City allocates funds annually in its budget specifically for park upkeep and repair, guaranteeing that the park's infrastructure remains in optimal condition. The City also has dedicated personnel whose primary responsibility is the continuous assessment and maintenance of park and green spaces, addressing any necessary repairs or improvements as required.

Beyond physical maintenance, the City's programming staff will be actively involved in facilitating community events and activities at Linnan Park. These staff members will be available to assess emerging needs and implement further enhancements based on community input or changing demands. By combining proactive maintenance, qualified staff, and community-driven programming, the City is committed to ensuring the park's longevity.

- vi. The City is offering exclusive naming opportunities for various amenities within Linnan Park. A contribution of \$200,000 would grant naming rights to either the new playground or splash pad. A \$100,000 donation would secure naming rights for the upgraded shelter, while a \$50,000 contribution would allow for the naming of a specific feature within any of the aforementioned areas, such as an individual playground structure or element. All contributions

will be prominently recognized in City communications, including newsletters, signage, social media platforms, and the official City website.

- vii. Full project plans available as secondary attachment labelled vii.

LINNAN PARK PARQUE LINNAN



SPLASH PAD



Prairie Meadows Legacy Grant Project Budget Worksheet

This worksheet must be completed and submitted with your

Legacy Grant Application: Overall Project Detail and Budget Information, part B.

To insert more rows click on the numbered rows and highlight, then right click and select Insert.

To delete extra rows highlight the rows that you do not need, then right click and select Delete.

Total Project Budget: List the project expenses with description and amount.

<i>Project Expense Description</i>		<i>Expense Amount</i>
General Requirements		\$375,000.00
Utilities		\$165,000.00
New Shelter and Shade Structures		\$915,000.00
Playground		\$920,000.00
Splash Play Area		\$560,000.00
Storm Control		\$900,000.00
Site Work		\$750,000.00
Landscaping		\$235,000.00
Furnishings		\$180,000.00
Total Project Budget:		\$5,000,000.00

Total Funding Secured: List the funders and amounts secured for the project.

Name of Funder / Source of Funds	Amount Secured
City of Clive	\$4,800,000.00

Total Funding Secured for Project:		\$4,800,000.00
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[illegible]

C. Bids and/or Price Quotes That Support Your Project Budget

Please find attached bids and contracts support the budget outlined in section B.

DRAFT AIA® Document B101® – 2017

Standard Form of Agreement Between Owner and Architect

AGREEMENT made as of the « 15th » day of « June » in the year « 2023 »
(In words, indicate day, month and year.)

BETWEEN the Architect's client identified as the Owner:
(Name, legal status, address and other information)

«City of Clive Parks and Recreation »« »
«1900 NW 114th Street »
«Clive, IA 50325 »
« »

and the Architect:
(Name, legal status, address and other information)

«SmithGroup, Inc. (hereinafter referred to as "SmithGroup") »« »
«44 E. Mifflin St., Suite 500 »
«Madison, WI 53703 »
« »

for the following Project:
(Name, location and detailed description)

«City of Clive Linnan Park Improvements»
«8500 Alice Avenue»
«Clive, IA 50325»

The Owner and Architect agree as follows.

ADDITIONS AND DELETIONS: The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

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TABLE OF ARTICLES

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ARTICLE 1 INITIAL INFORMATION

§ 1.1 This Agreement is based on the Initial Information set forth in this Section 1.1.

(For each item in this section, insert the information or a statement such as "not applicable" or "unknown at time of execution.")

§ 1.1.1 The Owner's program for the Project:

(Insert the Owner's program, identify documentation that establishes the Owner's program, or state the manner in which the program will be developed.)

«See Attachment 1 »

§ 1.1.2 The Project's physical characteristics:

«See Attachment 1 »

§ 1.1.3 The Owner's budget for the Cost of the Work, as defined in Section 6.1:

« See Attachment 1 »

§ 1.1.4 The Owner's anticipated design and construction milestone dates:

.1 Design phase milestone dates, if any:

«Unknown at time of execution »

.2 Construction commencement date:

«Unknown at time of execution »

.3 Substantial Completion date or dates:

«Unknown at time of execution »

.4 Other milestone dates:

«See Attachment I for anticipated schedule »

§ 1.1.5 The Owner intends the following procurement and delivery method for the Project:
(Identify method such as competitive bid or negotiated contract, as well as any requirements for accelerated or fast-track design and construction, multiple bid packages, or phased construction.)

«Competitive Bid, Construction Documents prepared for Phase 1 Park improvements only. »

§ 1.1.6 The Owner's anticipated Sustainable Objective for the Project:
(Identify and describe the Owner's Sustainable Objective for the Project, if any.)

«No sustainable goals and certifications are required by the Owner. »

§ 1.1.6.1 If the Owner identifies a Sustainable Objective, the Owner and Architect shall complete and incorporate AIA Document E204™–2017, Sustainable Projects Exhibit, into this Agreement to define the terms, conditions and services related to the Owner's Sustainable Objective. If E204–2017 is incorporated into this agreement, the Owner and Architect shall incorporate the completed E204–2017 into the agreements with the consultants and contractors performing services or Work in any way associated with the Sustainable Objective.

§ 1.1.7 The Owner identifies the following representative in accordance with Section 5.3:
(List name, address, and other contact information.)

«Richard Brown
Leisure Services Director
1900 NW 114th St.
Clive, IA 50325

»

« »

« »

« »

« »

« »

§ 1.1.8 The persons or entities, in addition to the Owner's representative, who are required to review the Architect's submittals to the Owner are as follows:
(List name, address, and other contact information.)

«None »

§ 1.1.9 The Owner shall retain the following consultants and contractors:
(List name, legal status, address, and other contact information.)

.1 Geotechnical Engineer:

«To be retained by Owner, consultant unknown at time of execution. »« »

.3 Other, if any:

(List any other consultants and contractors retained by the Owner.)

« Professional Land Survey, to be retained by Owner, consultant unknown at time of execution. »

§ 1.1.10 The Architect identifies the following representative in accordance with Section 2.3:
(List name, address, and other contact information.)

«Tom Rogers »
«SmithGroup »
«44 E. Mifflin St., Suite 500 »
«Madison, WI 53703 »
«tom.rogers@smithgroup.com »
«608.327.4402 »

§ 1.1.11 The Architect shall retain the consultants identified in Sections 1.1.11.1 and 1.1.11.2:
(List name, legal status, address, and other contact information.)

§ 1.1.11.1 Consultants retained under Basic Services:

.1 Civil, Electrical, Mechanical, and Structural Engineer:

«Veenstra & Kimm »« »
«Greg Roth »
3000 Westown Pkwy
West Des Moines, IA 50266
« »
« »
« »

.2 Architectural Services:

«ASK Studios »« »
«Brent Schipper
3716 Ingersoll Ave. Ste. A
Des Moines, IA 50312 »
« »
« »
« »

§ 1.1.11.2 Consultants retained under Supplemental Services:

«Not applicable »

§ 1.1.12 Other Initial Information on which the Agreement is based:

«See Attachment 1, Fee and Scope Proposal dated June 12, 2023. »

§ 1.2 The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that the Initial Information may materially change and, in that event, the Owner and the Architect shall appropriately adjust the Architect's services, schedule for the Architect's services, and the Architect's compensation. The Owner shall adjust the Owner's budget for the Cost of the Work and the Owner's anticipated design and construction milestones, as necessary, to accommodate material changes in the Initial Information.

§ 1.3 The parties shall agree upon protocols governing the transmission and use of Instruments of Service or any other information or documentation in digital form.

§ 1.3.1 Any use of, or reliance on, all or a portion of a building information model shall be at the using or relying party's sole risk and without liability to the other party and its contractors or consultants, the authors of, or contributors to, the building information model, and each of their agents and employees.

ARTICLE 2 ARCHITECT'S RESPONSIBILITIES

§ 2.1 The Architect shall provide professional services as set forth in this Agreement. The Architect represents that it is properly licensed in the jurisdiction where the Project is located to provide the services required by this Agreement, or shall cause such services to be performed by appropriately licensed design professionals.

§ 2.2 The Architect shall perform its services consistent with the professional skill and care ordinarily provided by architects practicing in the same or similar locality under the same or similar circumstances. The Architect shall perform its services as expeditiously as is consistent with such professional skill and care and the orderly progress of the Project.

§ 2.3 The Architect shall identify a representative authorized to act on behalf of the Architect with respect to the Project.

§ 2.4 Except with the Owner's knowledge and consent, the Architect shall not engage in any activity, or accept any employment, interest or contribution that would reasonably appear to compromise the Architect's professional judgment with respect to this Project.

§ 2.5 The Architect shall maintain the following insurance until termination of this Agreement. If any of the requirements set forth below are in addition to the types and limits the Architect normally maintains, the Owner shall pay the Architect as set forth in Section 11.9.

§ 2.5.1 Commercial General Liability with policy limits of not less than « » (\$ «2,000,000 ») for each occurrence and « » (\$ «2,000,000 ») in the aggregate for bodily injury and property damage.

§ 2.5.2 Automobile Liability covering vehicles owned, and non-owned vehicles used, by the Architect with policy limits of not less than « » (\$ «1,000,000 ») per accident for bodily injury, death of any person, and property damage arising out of the ownership, maintenance and use of those motor vehicles, along with any other statutorily required automobile coverage.

§ 2.5.3 The Architect may achieve the required limits and coverage for Commercial General Liability and Automobile Liability through a combination of primary and excess or umbrella liability insurance, provided such primary and excess or umbrella liability insurance policies result in the same or greater coverage as the coverages required under Sections 2.5.1 and 2.5.2, and in no event shall any excess or umbrella liability insurance provide narrower coverage than the primary policy. The excess policy shall not require the exhaustion of the underlying limits only through the actual payment by the underlying insurers.

§ 2.5.4 Workers' Compensation at statutory limits.

§ 2.5.5 Employers' Liability with policy limits not less than « » (\$ «1,000,000 ») each accident, « » (\$ «1,000,000 ») each employee, and « » (\$ «1,000,000 ») policy limit.

§ 2.5.6 Professional Liability covering negligent acts, errors and omissions in the performance of professional services with policy limits of not less than « » (\$ «5,000,000 ») per claim and « » (\$ «5,000,000 ») in the aggregate.

§ 2.5.7 **Additional Insured Obligations.** To the fullest extent permitted by law, the Architect shall cause the primary and excess or umbrella policies for Commercial General Liability and Automobile Liability to include the Owner as an additional insured for claims caused in whole or in part by the Architect's negligent acts or omissions. The additional insured coverage shall be primary and non-contributory to any of the Owner's insurance policies and shall apply to both ongoing and completed operations.

§ 2.5.8 The Architect shall provide certificates of insurance to the Owner that evidence compliance with the requirements in this Section 2.5.

ARTICLE 3 SCOPE OF ARCHITECT'S BASIC SERVICES

§ 3.1 The Architect's Basic Services consist of those described in this Article 3 and include usual and customary structural, mechanical, and electrical engineering services. Services not set forth in this Article 3 are Supplemental or Additional Services.

§ 3.1.1 The Architect shall manage the Architect's services, research applicable design criteria, attend Project meetings, communicate with members of the Project team, and report progress to the Owner.

§ 3.1.2 The Architect shall coordinate its services with those services provided by the Owner and the Owner's consultants. The Architect shall be entitled to rely on, and shall not be responsible for, the accuracy, completeness, and timeliness of, services and information furnished by the Owner and the Owner's consultants. The Architect shall provide prompt written notice to the Owner if the Architect becomes aware of any error, omission, or inconsistency in such services or information.

§ 3.1.3 As soon as practicable after the date of this Agreement, the Architect shall submit for the Owner's approval a schedule for the performance of the Architect's services. The schedule initially shall include anticipated dates for the commencement of construction and for Substantial Completion of the Work as set forth in the Initial Information. The schedule shall include allowances for periods of time required for the Owner's review, for the performance of the Owner's consultants, and for approval of submissions by authorities having jurisdiction over the Project. Once approved by the Owner, time limits established by the schedule shall not, except for reasonable cause, be exceeded by the Architect or Owner. With the Owner's approval, the Architect shall adjust the schedule, if necessary, as the Project proceeds until the commencement of construction.

§ 3.1.4 The Architect shall not be responsible for an Owner's directive or substitution, or for the Owner's acceptance of non-conforming Work, made or given without the Architect's written approval.

§ 3.1.5 The Architect shall contact governmental authorities required to approve the Construction Documents and entities providing utility services to the Project. The Architect shall respond to applicable design requirements imposed by those authorities and entities.

§ 3.1.6 The Architect shall assist the Owner in connection with the Owner's responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.

§ 3.2 Schematic Design Phase Services

§ 3.2.1 The Architect shall review the program and other information furnished by the Owner, and shall review laws, codes, and regulations applicable to the Architect's services.

§ 3.2.5 Based on the Kickoff Meeting and guidelines described in Task 1 of Attachment A, the Architect shall prepare Schematic Design Documents for the Owner's approval. The Schematic Design Documents shall consist of drawings and other documents including a site plan, if appropriate, and preliminary building plans, sections and elevations; and may include some combination of study models, perspective sketches, or digital representations. Preliminary selections of major building systems and construction materials shall be noted on the drawings or described in writing.

§ 3.2.5.1 The Architect shall consider sustainable design alternatives, such as material choices and building orientation, together with other considerations based on program and aesthetics, in developing a design that is consistent with the Owner's program, schedule and budget for the Cost of the Work. The Owner may obtain more advanced sustainable design services as a Supplemental Service under Section 4.1.1.

§ 3.2.5.2 The Architect shall consider the value of alternative materials, building systems and equipment, together with other considerations based on program and aesthetics, in developing a design for the Project that is consistent with the Owner's program, schedule, and budget for the Cost of the Work.

§ 3.2.6 The Architect shall submit to the Owner an estimate of the Cost of the Work prepared in accordance with Section 6.3.

§ 3.2.7 The Architect shall submit the Schematic Design Documents to the Owner, and request the Owner's approval.

§ 3.3 Design Development Phase Services

§ 3.3.1 Based on the Owner's approval of the Schematic Design Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Design Development Documents for the Owner's approval. The Design Development Documents shall illustrate and describe the development of the approved Schematic Design Documents and shall consist of drawings and other documents including plans, sections, elevations, typical construction details, and diagrammatic layouts of building systems to fix and describe the size and character of the Project as to architectural, structural, mechanical and electrical systems, and other appropriate elements. The Design Development Documents shall also include outline specifications that identify major materials and systems and establish, in general, their quality levels. The Design Development Documents for the Park Plan and the Preliminary Roadway Design will be compiled separately as described by Task 2 in Attachment 1.

§ 3.3.2 The Architect shall update the estimate of the Cost of the Work prepared in accordance with Section 6.3 for Park Plans only. No Cost of Work will be provided for the Preliminary Roadway Design.

§ 3.3.3 The Architect shall submit the Design Development Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, and request the Owner's approval.

§ 3.4 Construction Documents Phase Services

§ 3.4.1 Based on the Owner's approval of the Design Development Documents, and on the Owner's authorization of any adjustments in the Project requirements and the budget for the Cost of the Work, the Architect shall prepare Construction Documents for the Phase 1 Park improvements for the Owner's approval. The Preliminary Roadway Design will not be advanced to Construction Documents under this Agreement. The Construction Documents shall illustrate and describe the further development of the approved Design Development Documents and shall consist of Drawings and Specifications setting forth in detail the quality levels and performance criteria of materials and systems and other requirements for the construction of the Work. The Owner and Architect acknowledge that, in order to perform the Work, the Contractor will provide additional information, including Shop Drawings, Product Data, Samples and other similar submittals during construction.

§ 3.4.2 The Architect shall incorporate the design requirements of governmental authorities having jurisdiction over the Project into the Construction Documents.

§ 3.4.3 During the development of the Construction Documents, the Architect shall assist the Owner in the development and preparation of technical specifications. Front end specifications including contract requirements will be provided by the Owner. The Architect shall compile a project manual that includes the Owner-provided front end specifications and bid forms.

§ 3.4.4 The Architect shall update the estimate for the Cost of the Work prepared in accordance with Section 6.3.

§ 3.4.5 The Architect shall submit the Construction Documents to the Owner, advise the Owner of any adjustments to the estimate of the Cost of the Work, take any action required under Section 6.5, and request the Owner's approval.

§ 3.5 Procurement Phase Services

§ 3.5.1 General

Following the Owner's approval of the Construction Documents, the Architect shall assist the Owner in (1) obtaining competitive bids; (2) confirming responsiveness of bids or proposals; and (3) determining the successful bid or proposal.

§ 3.5.2 Competitive Bidding

§ 3.5.2.1 Bidding Documents shall consist of bidding requirements and proposed Contract Documents.

§ 3.5.2.2 The Architect shall assist the Owner in bidding the Project by:

- .1
- .2 attending a pre-bid conference for prospective bidders;
- .3 preparing responses to questions from prospective bidders and providing clarifications and interpretations of the Bidding Documents to the prospective bidders in the form of addenda; and,

- .4 attending the opening of the bids, and subsequently documenting and distributing the bidding results, as directed by the Owner.

§ 3.5.2.3 If the Bidding Documents permit substitutions, upon the Owner's written authorization, the Architect shall, as an Additional Service, consider requests for substitutions and prepare and distribute addenda identifying approved substitutions to all prospective bidders.

§ 3.6 Construction Phase Services

§ 3.6.1 General

§ 3.6.1.1 Construction phase services are not included in the Agreement at this time.

ARTICLE 4 SUPPLEMENTAL AND ADDITIONAL SERVICES

§ 4.1 Supplemental Services

§ 4.1.1 The services listed below are not included in Basic Services but may be required for the Project. The Architect shall provide the listed Supplemental Services only if specifically designated in the table below as the Architect's responsibility, and the Owner shall compensate the Architect as provided in Section 11.2. Unless otherwise specifically addressed in this Agreement, if neither the Owner nor the Architect is designated, the parties agree that the listed Supplemental Service is not being provided for the Project.

(Designate the Architect's Supplemental Services and the Owner's Supplemental Services required for the Project by indicating whether the Architect or Owner shall be responsible for providing the identified Supplemental Service. Insert a description of the Supplemental Services in Section 4.1.2 below or attach the description of services as an exhibit to this Agreement.)

Supplemental Services	Responsibility (Architect, Owner, or not provided)
§ 4.1.1.1 Programming	As described by Attachment 1, Task 1
§ 4.1.1.2 Multiple preliminary designs	As described by Attachment 1, Task 1
§ 4.1.1.3 Measured drawings	Owner
§ 4.1.1.4 Existing facilities surveys	Owner
§ 4.1.1.5 Site evaluation and planning	As described by Attachment 1, Task 1
§ 4.1.1.6 Building Information Model management responsibilities	Not Provided
§ 4.1.1.7 Development of Building Information Models for post construction use	Not Provided
§ 4.1.1.8 Civil engineering	Architect
§ 4.1.1.9 Landscape design	Architect
§ 4.1.1.10 Architectural interior design	Architect
§ 4.1.1.11 Value analysis	Not Provided
§ 4.1.1.12 Detailed cost estimating beyond that required in Section 6.3	Not Provided
§ 4.1.1.13 On-site project representation	Not Provided
§ 4.1.1.14 Conformed documents for construction	Not Provided
§ 4.1.1.15 As-designed record drawings	Not Provided
§ 4.1.1.16 As-constructed record drawings	Not Provided
§ 4.1.1.17 Post-occupancy evaluation	Not Provided
§ 4.1.1.18 Facility support services	Not Provided
§ 4.1.1.19 Tenant-related services	Not Provided
§ 4.1.1.20 Architect's coordination of the Owner's consultants	Not Provided
§ 4.1.1.21 Telecommunications/data design	Not Provided
§ 4.1.1.22 Security evaluation and planning	Not Provided

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User Notes:

(1330869807)

Supplemental Services	Responsibility (Architect, Owner, or not provided)
§ 4.1.1.23 Commissioning	Not Provided
§ 4.1.1.24 Sustainable Project Services pursuant to Section 4.1.3	Not Provided
§ 4.1.1.25 Fast-track design services	Not Provided
§ 4.1.1.26 Multiple bid packages	Not Provided
§ 4.1.1.27 Historic preservation	Not Provided
§ 4.1.1.28 Furniture, furnishings, and equipment design	Site furnishings and splash play equipment only
§ 4.1.1.29 Other services provided by specialty Consultants	Not Provided
§ 4.1.1.30 Other Supplemental Services	Stormwater Design per Attachment 1, Task 3

§ 4.1.2 Description of Supplemental Services

§ 4.1.2.1 A description of each Supplemental Service identified in Section 4.1.1 as the Architect's responsibility is provided below.

(Describe in detail the Architect's Supplemental Services identified in Section 4.1.1 or, if set forth in an exhibit, identify the exhibit. The AIA publishes a number of Standard Form of Architect's Services documents that can be included as an exhibit to describe the Architect's Supplemental Services.)

«See Attachment 1 »

§ 4.1.2.2 A description of each Supplemental Service identified in Section 4.1.1 as the Owner's responsibility is provided below.

(Describe in detail the Owner's Supplemental Services identified in Section 4.1.1 or, if set forth in an exhibit, identify the exhibit.)

«§4.1.1.3-4 Measured drawings and/or existing facilities surveys to be provided by Professional Land Surveyor hired by Owner per §1.1.9. »

§ 4.1.3 If the Owner identified a Sustainable Objective in Article 1, the Architect shall provide, as a Supplemental Service, the Sustainability Services required in AIA Document E204™-2017, Sustainable Projects Exhibit, attached to this Agreement. The Owner shall compensate the Architect as provided in Section 11.2.

§ 4.2 Architect's Additional Services

The Architect may provide Additional Services after execution of this Agreement without invalidating the Agreement. Except for services required due to the fault of the Architect, any Additional Services provided in accordance with this Section 4.2 shall entitle the Architect to compensation pursuant to Section 11.3 and an appropriate adjustment in the Architect's schedule.

§ 4.2.1 Upon recognizing the need to perform the following Additional Services, the Architect shall notify the Owner with reasonable promptness and explain the facts and circumstances giving rise to the need. The Architect shall not proceed to provide the following Additional Services until the Architect receives the Owner's written authorization:

- .1 Services necessitated by a change in the Initial Information, previous instructions or approvals given by the Owner, or a material change in the Project including size, quality, complexity, the Owner's schedule or budget for Cost of the Work, or procurement or delivery method;
- .2 Services necessitated by the enactment or revision of codes, laws, or regulations, including changing or editing previously prepared Instruments of Service;
- .3 Changing or editing previously prepared Instruments of Service necessitated by official interpretations of applicable codes, laws or regulations that are either (a) contrary to specific interpretations by the applicable authorities having jurisdiction made prior to the issuance of the building permit, or (b) contrary to requirements of the Instruments of Service when those Instruments of Service were prepared in accordance with the applicable standard of care;
- .4 Services necessitated by decisions of the Owner not rendered in a timely manner or any other failure of performance on the part of the Owner or the Owner's consultants or contractors;

- .5 Preparing digital models or other design documentation for transmission to the Owner's consultants and contractors, or to other Owner-authorized recipients;
- .6 Preparation of design and documentation for alternate bid or proposal requests proposed by the Owner;
- .7 Preparation for, and attendance at, a public presentation, meeting or hearing;
- .8 Preparation for, and attendance at, a dispute resolution proceeding or legal proceeding, except where the Architect is party thereto;
- .9 Evaluation of the qualifications of entities providing bids or proposals;
- .10 Consultation concerning replacement of Work resulting from fire or other cause during construction; or,
- .11 Assistance to the Initial Decision Maker, if other than the Architect.

§ 4.2.5 If the services covered by this Agreement have not been completed within «twenty-four » («24 ») months of the date of this Agreement, through no fault of the Architect, extension of the Architect's services beyond that time shall be compensated as Additional Services.

ARTICLE 5 OWNER'S RESPONSIBILITIES

§ 5.1 Unless otherwise provided for under this Agreement, the Owner shall provide information in a timely manner regarding requirements for and limitations on the Project, including a written program, which shall set forth the Owner's objectives; schedule; constraints and criteria, including space requirements and relationships; flexibility; expandability; special equipment; systems; and site requirements.

§ 5.2 The Owner shall establish the Owner's budget for the Project, including (1) the budget for the Cost of the Work as defined in Section 6.1; (2) the Owner's other costs; and, (3) reasonable contingencies related to all of these costs. The Owner shall update the Owner's budget for the Project as necessary throughout the duration of the Project until final completion. If the Owner significantly increases or decreases the Owner's budget for the Cost of the Work, the Owner shall notify the Architect. The Owner and the Architect shall thereafter agree to a corresponding change in the Project's scope and quality.

§ 5.3 The Owner shall identify a representative authorized to act on the Owner's behalf with respect to the Project. The Owner shall render decisions and approve the Architect's submittals in a timely manner in order to avoid unreasonable delay in the orderly and sequential progress of the Architect's services.

§ 5.4 The Owner shall furnish surveys to describe physical characteristics, legal limitations and utility locations for the site of the Project, and a written legal description of the site. The surveys and legal information shall include, as applicable, grades and lines of streets, alleys, pavements and adjoining property and structures; designated wetlands; adjacent drainage; rights-of-way, restrictions, easements, encroachments, zoning, deed restrictions, boundaries and contours of the site; locations, dimensions, and other necessary data with respect to existing buildings, other improvements and trees; and information concerning available utility services and lines, both public and private, above and below grade, including inverts and depths. All the information on the survey shall be referenced to a Project benchmark.

§ 5.5 The Owner shall furnish services of geotechnical engineers, which may include test borings, test pits, determinations of soil bearing values, percolation tests, evaluations of hazardous materials, seismic evaluation, ground corrosion tests and resistivity tests, including necessary operations for anticipating subsoil conditions, with written reports and appropriate recommendations.

§ 5.6 The Owner shall provide the Supplemental Services designated as the Owner's responsibility in Section 4.1.1.

§ 5.7 If the Owner identified a Sustainable Objective in Article 1, the Owner shall fulfill its responsibilities as required in AIA Document E204™-2017, Sustainable Projects Exhibit, attached to this Agreement.

§ 5.8 The Owner shall coordinate the services of its own consultants with those services provided by the Architect. Upon the Architect's request, the Owner shall furnish copies of the scope of services in the contracts between the Owner and the Owner's consultants. The Owner shall furnish the services of consultants other than those designated as the responsibility of the Architect in this Agreement, or authorize the Architect to furnish them as an Additional

Service, when the Architect requests such services and demonstrates that they are reasonably required by the scope of the Project. The Owner shall require that its consultants and contractors maintain insurance, including professional liability insurance, as appropriate to the services or work provided.

§ 5.9 The Owner shall furnish tests, inspections and reports required by law or the Contract Documents, such as structural, mechanical, and chemical tests, tests for air and water pollution, and tests for hazardous materials.

§ 5.10 The Owner shall furnish all legal, insurance and accounting services, including auditing services, that may be reasonably necessary at any time for the Project to meet the Owner's needs and interests.

§ 5.11 The Owner shall provide prompt written notice to the Architect if the Owner becomes aware of any fault or defect in the Project, including errors, omissions or inconsistencies in the Architect's Instruments of Service.

§ 5.12 The Owner shall include the Architect in all communications with the Contractor that relate to or affect the Architect's services or professional responsibilities. The Owner shall promptly notify the Architect of the substance of any direct communications between the Owner and the Contractor otherwise relating to the Project. Communications by and with the Architect's consultants shall be through the Architect.

§ 5.13 Before executing the Contract for Construction, the Owner shall coordinate the Architect's duties and responsibilities set forth in the Contract for Construction with the Architect's services set forth in this Agreement. The Owner shall provide the Architect a copy of the executed agreement between the Owner and Contractor, including the General Conditions of the Contract for Construction.

§ 5.14 The Owner shall provide the Architect access to the Project site prior to commencement of the Work.

ARTICLE 6 COST OF THE WORK

§ 6.1 For purposes of this Agreement, the Cost of the Work shall be the total cost to the Owner to construct all elements of the Project designed or specified by the Architect and shall include contractors' general conditions costs, overhead and profit. The Cost of the Work also includes the reasonable value of labor, materials, and equipment, donated to, or otherwise furnished by, the Owner. The Cost of the Work does not include the compensation of the Architect; the costs of the land, rights-of-way, financing, or contingencies for changes in the Work; or other costs that are the responsibility of the Owner.

§ 6.2 The Owner's budget for the Cost of the Work is provided in Initial Information, and shall be adjusted throughout the Project as required under Sections 5.2, 6.4 and 6.5. Evaluations of the Owner's budget for the Cost of the Work, and the preliminary estimate of the Cost of the Work and updated estimates of the Cost of the Work, prepared by the Architect, represent the Architect's judgment as a design professional. It is recognized, however, that neither the Architect nor the Owner has control over the cost of labor, materials, or equipment; the Contractor's methods of determining bid prices; or competitive bidding, market, or negotiating conditions. Accordingly, the Architect cannot and does not warrant or represent that bids or negotiated prices will not vary from the Owner's budget for the Cost of the Work, or from any estimate of the Cost of the Work, or evaluation, prepared or agreed to by the Architect.

§ 6.3 In preparing estimates of the Cost of Work, the Architect shall be permitted to include contingencies for design, bidding, and price escalation; to determine what materials, equipment, component systems, and types of construction are to be included in the Contract Documents; to recommend reasonable adjustments in the program and scope of the Project; and to include design alternates as may be necessary to adjust the estimated Cost of the Work to meet the Owner's budget. The Architect's estimate of the Cost of the Work shall be based on current area, volume or similar conceptual estimating techniques. If the Owner requires a detailed estimate of the Cost of the Work, the Architect shall provide such an estimate, if identified as the Architect's responsibility in Section 4.1.1, as a Supplemental Service.

§ 6.4 If, through no fault of the Architect, the Procurement Phase has not commenced within 90 days after the Architect submits the Construction Documents to the Owner, the Owner's budget for the Cost of the Work shall be adjusted to reflect changes in the general level of prices in the applicable construction market.

§ 6.5 If at any time the Architect's estimate of the Cost of the Work exceeds the Owner's budget for the Cost of the Work, the Architect shall make appropriate recommendations to the Owner to adjust the Project's size, quality, or budget for the Cost of the Work, and the Owner shall cooperate with the Architect in making such adjustments.

§ 6.6 If the Owner's budget for the Cost of the Work at the conclusion of the Construction Documents Phase Services is exceeded by the lowest bona fide bid or negotiated proposal, the Owner shall

- .1 give written approval of an increase in the budget for the Cost of the Work;
- .2 authorize rebidding or renegotiating of the Project within a reasonable time;
- .3 terminate in accordance with Section 9.5;
- .4 in consultation with the Architect, revise the Project program, scope, or quality as required to reduce the Cost of the Work; or,
- .5 implement any other mutually acceptable alternative.

§ 6.7 If the Owner requires the Architect to modify the Construction Documents after the submittal of 100% Documents as described by Attachment 1, Task 4 for any reason, the Owner shall compensate the Architect for the modifications as an Additional Service pursuant to Section 11.3.

ARTICLE 7 COPYRIGHTS AND LICENSES

§ 7.1 The Architect and the Owner warrant that in transmitting Instruments of Service, or any other information, the transmitting party is the copyright owner of such information or has permission from the copyright owner to transmit such information for its use on the Project.

§ 7.2 The Architect and the Architect's consultants shall be deemed the authors and owners of their respective Instruments of Service, including the Drawings and Specifications, and shall retain all common law, statutory and other reserved rights, including copyrights. Submission or distribution of Instruments of Service to meet official regulatory requirements or for similar purposes in connection with the Project is not to be construed as publication in derogation of the reserved rights of the Architect and the Architect's consultants.

§ 7.3 The Architect grants to the Owner a nonexclusive license to use the Architect's Instruments of Service solely and exclusively for purposes of constructing, using, maintaining, altering and adding to the Project, provided that the Owner substantially performs its obligations under this Agreement, including prompt payment of all sums due pursuant to Article 9 and Article 11. The Architect shall obtain similar nonexclusive licenses from the Architect's consultants consistent with this Agreement. The license granted under this section permits the Owner to authorize the Contractor, Subcontractors, Sub-subcontractors, and suppliers, as well as the Owner's consultants and separate contractors, to reproduce applicable portions of the Instruments of Service, subject to any protocols established pursuant to Section 1.3, solely and exclusively for use in performing services or construction for the Project. If the Architect rightfully terminates this Agreement for cause as provided in Section 9.4, the license granted in this Section 7.3 shall terminate.

§ 7.3.1 In the event the Owner uses the Instruments of Service without retaining the authors of the Instruments of Service, the Owner releases the Architect and Architect's consultant(s) from all claims and causes of action arising from such uses. The Owner, to the extent permitted by law, further agrees to indemnify and hold harmless the Architect and its consultants from all costs and expenses, including the cost of defense, related to claims and causes of action asserted by any third person or entity to the extent such costs and expenses arise from the Owner's use of the Instruments of Service under this Section 7.3.1. The terms of this Section 7.3.1 shall not apply if the Owner rightfully terminates this Agreement for cause under Section 9.4.

§ 7.4 Except for the licenses granted in this Article 7, no other license or right shall be deemed granted or implied under this Agreement. The Owner shall not assign, delegate, sublicense, pledge or otherwise transfer any license granted herein to another party without the prior written agreement of the Architect. Any unauthorized use of the Instruments of Service shall be at the Owner's sole risk and without liability to the Architect and the Architect's consultants.

§ 7.5 Except as otherwise stated in Section 7.3, the provisions of this Article 7 shall survive the termination of this Agreement.

ARTICLE 8 CLAIMS AND DISPUTES

§ 8.1 General

§ 8.1.1 The Owner and Architect shall commence all claims and causes of action against the other and arising out of or related to this Agreement, whether in contract, tort, or otherwise, in accordance with the requirements of the binding

dispute resolution method selected in this Agreement and within the period specified by applicable law, but in any case not more than 10 years after the date of Substantial Completion of the Work. The Owner and Architect waive all claims and causes of action not commenced in accordance with this Section 8.1.1.

§ 8.1.2 To the extent damages are covered by property insurance, the Owner and Architect waive all rights against each other and against the contractors, consultants, agents, and employees of the other for damages, except such rights as they may have to the proceeds of such insurance as set forth in AIA Document A201–2017, General Conditions of the Contract for Construction. The Owner or the Architect, as appropriate, shall require of the contractors, consultants, agents, and employees of any of them, similar waivers in favor of the other parties enumerated herein.

§ 8.1.3 The Architect and Owner waive consequential damages for claims, disputes, or other matters in question, arising out of or relating to this Agreement. This mutual waiver is applicable, without limitation, to all consequential damages due to either party's termination of this Agreement, except as specifically provided in Section 9.7.

§ 8.2 Mediation

§ 8.2.1 Any claim, dispute or other matter in question arising out of or related to this Agreement shall be subject to mediation as a condition precedent to binding dispute resolution. If such matter relates to or is the subject of a lien arising out of the Architect's services, the Architect may proceed in accordance with applicable law to comply with the lien notice or filing deadlines prior to resolution of the matter by mediation or by binding dispute resolution.

§ 8.2.2 The Owner and Architect shall endeavor to resolve claims, disputes and other matters in question between them by mediation, which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Mediation Procedures in effect on the date of this Agreement. A request for mediation shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the mediation. The request may be made concurrently with the filing of a complaint or other appropriate demand for binding dispute resolution but, in such event, mediation shall proceed in advance of binding dispute resolution proceedings, which shall be stayed pending mediation for a period of 60 days from the date of filing, unless stayed for a longer period by agreement of the parties or court order. If an arbitration proceeding is stayed pursuant to this section, the parties may nonetheless proceed to the selection of the arbitrator(s) and agree upon a schedule for later proceedings.

§ 8.2.3 The parties shall share the mediator's fee and any filing fees equally. The mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall be enforceable as settlement agreements in any court having jurisdiction thereof.

§ 8.2.4 If the parties do not resolve a dispute through mediation pursuant to this Section 8.2, the method of binding dispute resolution shall be the following:

(Check the appropriate box.)

☒ **«X»** Arbitration pursuant to Section 8.3 of this Agreement

☐ **« »** Litigation in a court of competent jurisdiction

☐ **« »** Other: *(Specify)*

« »

If the Owner and Architect do not select a method of binding dispute resolution, or do not subsequently agree in writing to a binding dispute resolution method other than litigation, the dispute will be resolved in a court of competent jurisdiction.

§ 8.3 Arbitration

§ 8.3.1 If the parties have selected arbitration as the method for binding dispute resolution in this Agreement, any claim, dispute or other matter in question arising out of or related to this Agreement subject to, but not resolved by, mediation shall be subject to arbitration, which, unless the parties mutually agree otherwise, shall be administered by the American Arbitration Association in accordance with its Construction Industry Arbitration Rules in effect on the

date of this Agreement. A demand for arbitration shall be made in writing, delivered to the other party to this Agreement, and filed with the person or entity administering the arbitration.

§ 8.3.1.1 A demand for arbitration shall be made no earlier than concurrently with the filing of a request for mediation, but in no event shall it be made after the date when the institution of legal or equitable proceedings based on the claim, dispute or other matter in question would be barred by the applicable statute of limitations. For statute of limitations purposes, receipt of a written demand for arbitration by the person or entity administering the arbitration shall constitute the institution of legal or equitable proceedings based on the claim, dispute or other matter in question.

§ 8.3.2 The foregoing agreement to arbitrate, and other agreements to arbitrate with an additional person or entity duly consented to by parties to this Agreement, shall be specifically enforceable in accordance with applicable law in any court having jurisdiction thereof.

§ 8.3.3 The award rendered by the arbitrator(s) shall be final, and judgment may be entered upon it in accordance with applicable law in any court having jurisdiction thereof.

§ 8.3.4 Consolidation or Joinder

§ 8.3.4.1 Either party, at its sole discretion, may consolidate an arbitration conducted under this Agreement with any other arbitration to which it is a party provided that (1) the arbitration agreement governing the other arbitration permits consolidation; (2) the arbitrations to be consolidated substantially involve common questions of law or fact; and (3) the arbitrations employ materially similar procedural rules and methods for selecting arbitrator(s).

§ 8.3.4.2 Either party, at its sole discretion, may include by joinder persons or entities substantially involved in a common question of law or fact whose presence is required if complete relief is to be accorded in arbitration, provided that the party sought to be joined consents in writing to such joinder. Consent to arbitration involving an additional person or entity shall not constitute consent to arbitration of any claim, dispute or other matter in question not described in the written consent.

§ 8.3.4.3 The Owner and Architect grant to any person or entity made a party to an arbitration conducted under this Section 8.3, whether by joinder or consolidation, the same rights of joinder and consolidation as the Owner and Architect under this Agreement.

§ 8.4 The provisions of this Article 8 shall survive the termination of this Agreement.

ARTICLE 9 TERMINATION OR SUSPENSION

§ 9.1 If the Owner fails to make payments to the Architect in accordance with this Agreement, such failure shall be considered substantial nonperformance and cause for termination or, at the Architect's option, cause for suspension of performance of services under this Agreement. If the Architect elects to suspend services, the Architect shall give seven days' written notice to the Owner before suspending services. In the event of a suspension of services, the Architect shall have no liability to the Owner for delay or damage caused the Owner because of such suspension of services. Before resuming services, the Owner shall pay the Architect all sums due prior to suspension and any expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.2 If the Owner suspends the Project, the Architect shall be compensated for services performed prior to notice of such suspension. When the Project is resumed, the Architect shall be compensated for expenses incurred in the interruption and resumption of the Architect's services. The Architect's fees for the remaining services and the time schedules shall be equitably adjusted.

§ 9.3 If the Owner suspends the Project for more than 90 cumulative days for reasons other than the fault of the Architect, the Architect may terminate this Agreement by giving not less than seven days' written notice.

§ 9.4 Either party may terminate this Agreement upon not less than seven days' written notice should the other party fail substantially to perform in accordance with the terms of this Agreement through no fault of the party initiating the termination.

§ 9.5 The Owner may terminate this Agreement upon not less than seven days' written notice to the Architect for the Owner's convenience and without cause.

§ 9.6 If the Owner terminates this Agreement for its convenience pursuant to Section 9.5, or the Architect terminates this Agreement pursuant to Section 9.3, the Owner shall compensate the Architect for services performed prior to termination, Reimbursable Expenses incurred, and costs attributable to termination, including the costs attributable to the Architect's termination of consultant agreements.

§ 9.7 In addition to any amounts paid under Section 9.6, if the Owner terminates this Agreement for its convenience pursuant to Section 9.5, or the Architect terminates this Agreement pursuant to Section 9.3, the Owner shall pay to the Architect the following fees:

(Set forth below the amount of any termination or licensing fee, or the method for determining any termination or licensing fee.)

.1 Termination Fee:

«Not Applicable »

.2 Licensing Fee if the Owner intends to continue using the Architect's Instruments of Service:

«To be determined at time of termination »

§ 9.8 Except as otherwise expressly provided herein, this Agreement shall terminate one year from the date of Substantial Completion.

§ 9.9 The Owner's rights to use the Architect's Instruments of Service in the event of a termination of this Agreement are set forth in Article 7 and Section 9.7.

ARTICLE 10 MISCELLANEOUS PROVISIONS

§ 10.1 This Agreement shall be governed by the law of the place where the Project is located, excluding that jurisdiction's choice of law rules. If the parties have selected arbitration as the method of binding dispute resolution, the Federal Arbitration Act shall govern Section 8.3.

§ 10.2 Terms in this Agreement shall have the same meaning as those in AIA Document A201-2017, General Conditions of the Contract for Construction.

§ 10.3 The Owner and Architect, respectively, bind themselves, their agents, successors, assigns, and legal representatives to this Agreement. Neither the Owner nor the Architect shall assign this Agreement without the written consent of the other, except that the Owner may assign this Agreement to a lender providing financing for the Project if the lender agrees to assume the Owner's rights and obligations under this Agreement, including any payments due to the Architect by the Owner prior to the assignment.

§ 10.4 If the Owner requests the Architect to execute certificates, the proposed language of such certificates shall be submitted to the Architect for review at least 14 days prior to the requested dates of execution. If the Owner requests the Architect to execute consents reasonably required to facilitate assignment to a lender, the Architect shall execute all such consents that are consistent with this Agreement, provided the proposed consent is submitted to the Architect for review at least 14 days prior to execution. The Architect shall not be required to execute certificates or consents that would require knowledge, services, or responsibilities beyond the scope of this Agreement.

§ 10.5 Nothing contained in this Agreement shall create a contractual relationship with, or a cause of action in favor of, a third party against either the Owner or Architect.

§ 10.6 Unless otherwise required in this Agreement, the Architect shall have no responsibility for the discovery, presence, handling, removal or disposal of, or exposure of persons to, hazardous materials or toxic substances in any form at the Project site.

§ 10.7 The Architect shall have the right to include photographic or artistic representations of the design of the Project among the Architect's promotional and professional materials. The Architect shall be given reasonable access to the completed Project to make such representations. However, the Architect's materials shall not include the Owner's confidential or proprietary information if the Owner has previously advised the Architect in writing of the specific information considered by the Owner to be confidential or proprietary. The Owner shall provide professional credit for the Architect in the Owner's promotional materials for the Project. This Section 10.7 shall survive the termination of this Agreement unless the Owner terminates this Agreement for cause pursuant to Section 9.4.

§ 10.8 If the Architect or Owner receives information specifically designated as "confidential" or "business proprietary," the receiving party shall keep such information strictly confidential and shall not disclose it to any other person except as set forth in Section 10.8.1. This Section 10.8 shall survive the termination of this Agreement.

§ 10.8.1 The receiving party may disclose "confidential" or "business proprietary" information after 7 days' notice to the other party, when required by law, arbitrator's order, or court order, including a subpoena or other form of compulsory legal process issued by a court or governmental entity, or to the extent such information is reasonably necessary for the receiving party to defend itself in any dispute. The receiving party may also disclose such information to its employees, consultants, or contractors in order to perform services or work solely and exclusively for the Project, provided those employees, consultants and contractors are subject to the restrictions on the disclosure and use of such information as set forth in this Section 10.8.

§ 10.9 The invalidity of any provision of the Agreement shall not invalidate the Agreement or its remaining provisions. If it is determined that any provision of the Agreement violates any law, or is otherwise invalid or unenforceable, then that provision shall be revised to the extent necessary to make that provision legal and enforceable. In such case the Agreement shall be construed, to the fullest extent permitted by law, to give effect to the parties' intentions and purposes in executing the Agreement.

ARTICLE 11 COMPENSATION

§ 11.1 For the Architect's Basic Services described under Article 3, the Owner shall compensate the Architect as follows:

- .1 Stipulated Sum
(Insert amount)

«\$390,490 »

§ 11.2 For the Architect's Supplemental Services designated in Section 4.1.1 and for any Sustainability Services required pursuant to Section 4.1.3, the Owner shall compensate the Architect as follows:
(Insert amount of, or basis for, compensation. If necessary, list specific services to which particular methods of compensation apply.)

«See Attachment 1, Additional Services »

§ 11.3 For Additional Services that may arise during the course of the Project, including those under Section 4.2, the Owner shall compensate the Architect as follows:
(Insert amount of, or basis for, compensation.)

«See Attachment 1, Additional Services »

§ 11.4 Compensation for Supplemental and Additional Services of the Architect's consultants when not included in Section 11.2 or 11.3, shall be the amount invoiced to the Architect plus « » percent (« »%), or as follows:
(Insert amount of, or basis for computing, Architect's consultants' compensation for Supplemental or Additional Services.)

«See Attachment 1, Additional Services »

§ 11.5 When compensation for Basic Services is based on a stipulated sum or a percentage basis, the proportion of compensation for each phase of services shall be as provided by Attachment 1, Compensation.

§ 11.10 Payments to the Architect

§ 11.10.1 Initial Payments

§ 11.10.1.1 An initial payment of « zero » (\$ «0 ») shall be made upon execution of this Agreement and is the minimum payment under this Agreement. It shall be credited to the Owner's account in the final invoice.

§ 11.10.2 Progress Payments

§ 11.10.2.1 Unless otherwise agreed, payments for services shall be made monthly in proportion to services performed. Payments are due and payable upon presentation of the Architect's invoice. Amounts unpaid «thirty » («30 ») days after the invoice date shall bear interest at the rate entered below, or in the absence thereof at the legal rate prevailing from time to time at the principal place of business of the Architect.
(Insert rate of monthly or annual interest agreed upon.)

«1-1/2 » % « »

§ 11.10.2.2 The Owner shall not withhold amounts from the Architect's compensation to impose a penalty or liquidated damages on the Architect, or to offset sums requested by or paid to contractors for the cost of changes in the Work, unless the Architect agrees or has been found liable for the amounts in a binding dispute resolution proceeding.

§ 11.10.2.3 Records of Reimbursable Expenses, expenses pertaining to Supplemental and Additional Services, and services performed on the basis of hourly rates shall be available to the Owner at mutually convenient times.

ARTICLE 12 SPECIAL TERMS AND CONDITIONS

Special terms and conditions that modify this Agreement are as follows:
(Include other terms and conditions applicable to this Agreement.)

«None »

ARTICLE 13 SCOPE OF THE AGREEMENT

§ 13.1 This Agreement represents the entire and integrated agreement between the Owner and the Architect and supersedes all prior negotiations, representations or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the Owner and Architect.

§ 13.2 This Agreement is comprised of the following documents identified below:

.1 AIA Document B101™-2017, Standard Form Agreement Between Owner and Architect

.3 Exhibits:

(Check the appropriate box for any exhibits incorporated into this Agreement.)

[« X »] Other Exhibits incorporated into this Agreement:

(Clearly identify any other exhibits incorporated into this Agreement, including any exhibits and scopes of services identified as exhibits in Section 4.1.2.)

«Attachment 1, Fee and Scope Proposal dated June 12, 2023 »

.4 Other documents:

(List other documents, if any, forming part of the Agreement.)

«None »

This Agreement entered into as of the day and year first written above.

OWNER (Signature)

« »« »

(Printed name and title)

ARCHITECT (Signature)

«John Kretschman, »«Director of Operations »

(Printed name, title, and license number, if required)




Remit Payment to:

BCI Burke Company
PO Box 549
Fond du Lac, WI 54936-0549

Prepared on behalf of:

Angie Wolf - 319.899.5313

Accepted and Approved

The undersigned hereby agrees to the charges listed in this quotation and to the attached terms and conditions. An order will be placed in accordance to this quotation unless otherwise noted.

Signed: _____ Dated: _____

Print Full Name & Title _____

Quotation #	Date	Expiration Date	Est. Lead Time	Payment Terms	Prepared by			
25-19R1	1/31/2025	3/2/2025	4-5 Weeks from Order Date	See Below	Gabby Mueller Sales Administrator			
Project Name			Proposal Number		Project Number			
Linnan Park Opt A			974-195989-1		N/A			
Site Contact		Billing		Shipping	Site Location			
Richard Brown 515-223-5246 rbrown@cityofclive.com		City of Clive Richard Brown 1900 NW 114th St Clive, IA 50325 515-223-5246 rbrown@cityofclive.com		Clive Parks and Recreation Richard Brown 8500 Alice Ave Clive, IA 50325	Clive Parks and Recreation 8500 Alice Ave Clive, IA 50325			
Call 24 Hours Before Delivery				County of Installation				
See Above				Polk County				
Product Code	Description				Qty	Price	Total Price	
EQUIPMENT	Custom Burke Equipment for Ages 5 to 12, 2 to 5, 2 to 12 Years per proposal				1	\$484,460.00	\$484,460.00	
DISCOUNT	Move With Us Grant Discount Orders must be received by Burke by 4:30 p.m. CT on November 21st, 2025, and must ship by December 19th, 2025				1	-\$202,068.00	-\$202,068.00	
INSTALL	Installation of Burke Equipment				1	\$141,562.50	\$141,562.50	
SURFACING	Supply and Installation of 2,587 sq ft @ 4.25" (9' CFH), 1,162 sq ft @ 3.75" (8' CFH), 1,292 sq ft @ 3.25" (7' CFH) - 50% Premium Color / 50% Black - Aromatic Binder - Flush Edge Includes Trash Removal and 4 Days of Security				1	\$110,972.34	\$110,972.34	
FREIGHT	Delivery of DuraPlay Poured in Place Rubber				1	\$5,521.05	\$5,521.05	
FREIGHT	Delivery of Burke Equipment (TL-4040)				1	\$5,490.00	\$5,490.00	
					Subtotal		\$545,937.89	
					Tax Rate (Subject to Change)		0.000%	\$0.00
					Total			\$545,937.89

To place an order, please review and return this signed quote with a copy of your purchase order and tax exempt certificate, if applicable, to avoid state/local sales taxes. Payment by credit card may be accepted; a 4.5% fee will be added per transaction.



Explanation of Payment Terms

\$287,882.00 due at time of order.

\$129,027.95 due 2 weeks prior to equipment ship date.

\$129,027.94 due 30 days after completion of project.



Terms of Sale

Acceptance by either a signature or a purchase order based on this quotation indicates that you are in full agreement with all terms and conditions of this quotation including the following:

If a mutually agreed upon contract has been signed, those terms and conditions will supersede these terms and conditions.

Prices are stated in USD and are valid for 30 days. After 30 days, prices are subject to change without notice. Sales tax will be charged unless a copy of a valid Sales tax exemption certificate is presented with order.

Quoted lead times are based on normal production levels. Actual lead times may vary due to quantities ordered, seasonality and higher than normal production levels. Customer will receive an order acknowledgement which will state the anticipated ship date.

Specify all color selections in writing. Any discrepancies that arise due to oral color selections will be the responsibility of the customer. Custom colors, where available, would be an additional charge.

If customer is installing equipment, all equipment is to be installed per manufacturer's instructions and appropriate guidelines such as ASTM and CPSC.

Loss or Damage in Transit: A signed bill of lading is our receipt from a carrier that our shipment to you was complete and in good condition upon arrival. Before you sign, please check the Bill of Lading carefully when the shipment arrives to make sure nothing is missing and there are no damages. Freight terms are FOB Fond du Lac, WI and charges are predicated on all items being ordered and shipped at the same time. Therefore, once the shipment leaves our plant, we are no longer responsible for any damage, loss or shortage.

Installation, site work, building permits, engineered drawings, etc. are not included unless noted in quotation.

Installation Terms:

A. Burke Responsibilities (Applicable if Burke quoted)

Standard Services Include:

- Shipping Notification/Receiving Instructions
- Installation of Equipment and Materials
- Trash Clean Up (Not including cost for Dumpsters and Off-Site Trash Disposal unless noted)
- All Burke Structure shipments include a FREE Maintenance Kit (Includes Installation Booklet, Graffiti Remover, Tools and Touch Up Paint).

B. Optional Responsibilities (Must be clearly outlined in the applicable Burke quotation/contract):

- Removal of Existing Equipment.
- Underground Utility Check.
- Accept Delivery and Unload Equipment.
- Site Preparation and Grading, Drainage Systems, etc.
- Engineered Drawings for Purchased Equipment.
- Other Permits or Engineered Drawings (i.e. zoning permits, environmental permits, site surveys, etc.).
- Provision of Temporary Fencing.

*All other responsibilities must be clearly outlined in the applicable quotation/contract.

Customer Responsibilities (Applicable if BCI Burke is NOT quoting Installation):

- Trash Disposal - Dumpsters or Off Site Disposal.
- Underground Utility Check.
- Accept Delivery and Unload Equipment.
- Provide Area for Storage and Staging.
- Provide Temporary Fencing.
- Secure Site and Equipment.
- Provide Access as Outlined below.

Building Permits

Building permits are the responsibility of the owner. If a building permit is required for your project, there will be an administrative, expeditor, and application fee included on project quote. This fee does not include the cost of the actual permit. Customer will be charged "actual permit" cost on final invoice.

NOTE - All zoning, planning, environmental, etc. permits and approvals are the responsibility of others.

Other Notes:

Access/Utilities. Access must be provided to the installation area for heavy trucks and equipment. Access of equipment and personnel is the obligation of the customer to provide until the project is fully completed. We will take every precaution to avoid damage, however any damage caused by the normal installation of our product, such as sod, concrete sidewalks, private underground utilities, etc., will be the responsibility of the customer, as will any additional costs associated with limiting damage such as providing plywood over sod for access. If access is not reasonably close to the jobsite, any additional costs incurred due to having to transport materials and/or supplies will be the responsibility of the customer.

Rock/Foreign Object Clause. Most installations require digging of holes and footing equipment in concrete below finished grade. Removal of existing ground covers such as asphalt, concrete, tan bark, sand, pea gravel, wood fiber, rubber matting, poured-in-place rubber surfacing, or any other material that interferes or delays the digging of holes, is the responsibility of others, unless otherwise noted. If excessive underground obstructions such as rock, coral, asphalt, concrete, pipes, drainage systems, roof systems, water, or any other unknown obstructions are discovered, charges will be added to the original proposal.

Playground Surfacing. All playground equipment is to be installed in conjunction with safety surfacing per CPSC guidelines and ASTM standards. If the customer contracts for something contrary to the guidelines, they are accepting all responsibility for any liability and future litigation that may arise.

Play-Pro Recreation
 PO Box 71024
 Clive, IA 50325 US
 office@play-prorec.com

Estimate 2705-JW



ADDRESS	SHIP TO	DATE	TOTAL
City of Clive	City of Clive	01/31/2025	\$600,000.00

JOB NAME
 Linnan Park

SALES REP
 JW

DATE		DESCRIPTION	QTY	RATE	AMOUNT
	Equipment-LTC	Playground as drawn	1	622,311.00	622,311.00
	Installation	Installation of playground	1	110,800.00	110,800.00
	Surfacing	Pour in place rubber with multiple designs and colors.	1	101,940.00	101,940.00
	Shipping & Freight	Shipping from MO	1	3,100.00	3,100.00
	Discount	Discount for City of Clive	1	-238,151.00	-238,151.00
SUBTOTAL					600,000.00
TAX					0.00
TOTAL					\$600,000.00

THANK YOU.

Accepted By

Accepted Date

GeneralLedgerPeriod.ID 301 AND GLBudget.ID 160

Acct#	Title	Step	Budget	Projected	Current Actual	Current Budget	PY Actual	PY Budget
001 - GENERAL FUND								
PARKS & PLAYGROUNDS								
001-4430-1-4500-40	PARK FEES	Approved	30,000.00	30,000.00	19,935.00	30,000.00	33,325.00	26,000.00
001-4430-1-4550-00	MISC FEES & CHARGES - GOATS	Approved	12,000.00	12,000.00	6,715.98	12,000.00	6,319.74	10,000.00
PARKS & PLAYGROUNDS			42,000.00	42,000.00	26,650.98	42,000.00	39,644.74	36,000.00
Revenue			42,000.00	42,000.00	26,650.98	42,000.00	39,644.74	36,000.00
GENERAL FUND								
001-5430-6402	ADVERTISING & LEGAL PUBLICATIO	Approved	.00	.00	.00	.00	.00	.00
001-5430-6407	PROFESSIONAL FEES	Approved	.00	.00	.00	.00	.00	.00
GENERAL FUND			.00	.00	.00	.00	.00	.00
PARKS & PLAYGROUNDS								
001-5430-6184	LAUNDRY & UNIFORMS	Approved	21,230.00	21,230.00	12,403.35	21,230.00	14,707.81	18,500.00
	Description		Amount					
	Cintas Uniforms		17,730.00					
	Seasonal Uniform T-Shirts, Shop Towels, Office Apparel & Misc.		3,500.00					
001-5430-6210	DUES, MEMBERSHIPS, SUBSCRIPTIO	Approved	960.00	960.00	.00	960.00	1,270.00	960.00
	Description		Amount					
	IPRA/NRPA		500.00					
	Misc. Subscriptions		460.00					
001-5430-6230	TRAINING	Approved	5,650.00	5,650.00	3,252.88	5,650.00	4,969.59	5,650.00
	Description		Amount					
	Turf Grass 6 @ 275		1,650.00					
	Shade Tree 6 @ 200		1,200.00					
	IPRA Conf/Wkshop & Exspense		1,500.00					
	Playground Safety Inspection 2 @ 650		1,300.00					
001-5430-6240	MEETING & CONFERENCE EXPENSE	Approved	6,000.00	6,000.00	3,165.35	6,000.00	3,623.68	4,350.00
	Description		Amount					

GeneralLedgerPeriod.ID 301 AND GLBudget.ID 160

Acct#	Title	Step	Budget	Projected	Current Actual	Current Budget	PY Actual	PY Budget
	NRPA (x3)		6,000.00					
001-5430-6310	EQUIP MAINT & REPAIR	Approved	16,500.00	16,500.00	12,727.50	16,500.00	12,972.87	13,500.00
	Description		Amount					
	Tractor, Toolcat & Skid Loader Repairs		5,000.00					
	Small Engine & Mower Repairs		2,500.00					
	Belts, Hoses, Batteries, Fleet Wash, Etc.		2,500.00					
	Chipper Repairs & Blades		4,000.00					
	Tracks & Tires		2,500.00					
001-5430-6320	GROUND MAINT & REPAIRS	Approved	99,525.00	117,279.45	112,884.79	99,525.00	71,075.35	88,525.00
	Description		Amount					
	Fertilizer		12,200.00					
	Chemicals, Aquatic Pond & Turf		3,200.00					
	Seed		2,000.00					
	Playground Mulch		4,400.00					
	Aggregates, Sand & Concrete		6,500.00					
	Infield Material, Softball Bases & Plates		3,850.00					
	Landscape Plant Material		5,700.00					
	Irrigation Repairs		1,621.00					
	Campbell Softball, Musco Light Repairs		1,700.00					
	Deep Tine Aeration		1,800.00					
	Fence Material		1,000.00					
	Sod		1,140.00					
	Signs		1,000.00					
	Ice Melt		1,575.00					
	Softball Field Chalk & Line Paint		3,152.00					
	Playground Repair Parts		10,000.00					
	Misc. Other Supplies		1,487.00					
	City Landscape Implementation		12,000.00					
	Goat Management		6,200.00					
	Goat Merchandise		6,000.00					
	Softball Infield Laser Grading		8,000.00					
	Park Land Surveying		5,000.00					
	UserName	Date	Comments					
	Jeff Thielen	11/2/2023 11:10:17 AM	PSC-Kat Outdoor \$17,754.45					
001-5430-6321	BUILDING MAINT & REPAIRS	Approved	15,000.00	15,000.00	12,548.13	12,000.00	12,243.33	12,000.00
	Description		Amount					

GeneralLedgerPeriod.ID 301 AND GLBudget.ID 160

Acct#	Title	Step	Budget	Projected	Current Actual	Current Budget	PY Actual	PY Budget
	Janitorial Supplies & Paper Products		5,000.00					
	Trash & Dog Waste Bags		2,000.00					
	Building Supplies		7,500.00					
	Shop Hoist Inspection		500.00					
UserName	Date	Comments						
Jeff Thielen	11/2/2023 11:29:51 AM	Increase \$3000 Aging Shelters, Paint, plumbing, Paper & Custodial Supplies						
001-5430-6331	VEHICLE OPERATIONS	Approved	31,050.00	30,000.00	31,006.69	30,000.00	33,767.97	19,175.00
	Description		Amount					
	Gas 4500 Gallons @ \$3.50		15,750.00					
	Diesel 3600 gallons @ \$4.25		15,300.00					
UserName	Date	Comments						
Jeff Thielen	11/3/2023 2:07:39 PM	Fuel Gas Increase \$1050						
001-5430-6332	VEHICLE REPAIR	Approved	12,900.00	12,900.00	13,818.77	12,900.00	11,371.39	12,900.00
	Description		Amount					
	Vehicle Repairs By Outside Company		6,500.00					
	Vehicle & Truck Parts, Tires, Oil & Filters		6,000.00					
	Boom Truck Inspections		400.00					
001-5430-6371	ELECTRIC/GAS SERVICES	Approved	17,200.00	17,200.00	11,589.09	17,200.00	16,204.79	17,200.00
	Description		Amount					
	Gas & Electric Service		17,200.00					
001-5430-6373	TELEPHONE/PAGER	Approved	2,700.00	2,700.00	1,745.65	2,700.00	2,084.95	2,700.00
	Description		Amount					
	Phone Reimbursements, Brown/Thielen		900.00					
	Phone Reimbursement, Pasco/Swenson		1,200.00					
	Parks Staff Phone		600.00					
001-5430-6413	PAY TO OTHER AGENCIES	Approved	2,250.00	2,250.00	1,690.22	950.00	254.50	3,000.00
	Description		Amount					
	Pesticide License		325.00					
	CDL Renewal		325.00					
	Deer Fly Over Survey		600.00					
	CDL Training & License		1,000.00					
UserName	Date	Comments						
Jeff Thielen	11/2/2023 12:11:25 PM	Increase \$1300 CDL Training & Deer Survey						

GeneralLedgerPeriod.ID 301 AND GLBudget.ID 160

Acct#	Title	Step	Budget	Projected	Current Actual	Current Budget	PY Actual	PY Budget
001-5430-6415	RENT & LEASE EQUIPMENT & VEHIC	Approved	1,790.00	1,790.00	2,019.20	1,790.00	511.90	1,790.00
	Description		Amount					
	Shop Parts Cleaner		600.00					
	Equipment Rentals, 7 @ \$170		1,190.00					
001-5430-6422	MISC CONTR WORK	Approved	175,200.00	162,000.00	115,935.86	162,000.00	91,087.93	162,000.00
	Description		Amount					
	Mowing Contract		126,100.00					
	Tree Removals, ROW, Ash & Hazard		42,000.00					
	RES Contract		7,100.00					
	UserName	Date	Comments					
	Jeff Thielen	11/2/2023 12:53:29 PM	Increase Mowing Contract \$5 per acre, \$13,200					
001-5430-6504	MINOR EQUIPMENT	Approved	10,400.00	9,550.00	7,016.65	9,550.00	9,637.93	7,550.00
	Description		Amount					
	Safety Shoes & Boots 13 @ \$250		3,250.00					
	PPE & Respirator Equipment		1,400.00					
	Rain Gear & Winter Coveralls		1,600.00					
	First Aid Supplies		1,300.00					
	Fire Extinguisher		250.00					
	Public Works Flag Replacement		1,600.00					
	Rubber & Winter Boots		1,000.00					
	UserName	Date	Comments					
	Jeff Thielen	11/2/2023 12:27:12 PM	Increase \$850 Safety Boots & PPE					
001-5430-6599	MISC SUPPLIES	Approved	8,700.00	8,700.00	2,886.51	8,700.00	3,806.21	7,500.00
	Description		Amount					
	Trail Sweeper Brooms		2,750.00					
	Trail Paint		1,000.00					
	Radio Batteries		900.00					
	Sports Nets, Soccer, Tennis & Basketball		2,750.00					
	Asphalt Trail Crack Sealer		1,300.00					
001-5430-6727	OTHER CAPITAL EQUIPMENT	Approved	9,650.00	8,550.00	3,876.74	8,550.00	14,949.07	15,400.00
	Description		Amount					
	Vortec SPX Boat Aquatic Herbicide Applicator		4,350.00					
	Skidloader Tooth Dirt Bucket		5,300.00					
001-5430-6730	LAND	Approved	18,750.00	18,750.00	8,939.57	18,750.00	4,325.00	18,750.00

GeneralLedgerPeriod.ID 301 AND GLBudget.ID 160

Acct#	Title	Step	Budget	Projected	Current Actual	Current Budget	PY Actual	PY Budget
	Description		Amount					
	150 Trees @ \$150		18,750.00					
001-5430-6799	OTHER CAPITAL IMPROVEMENTS	Approved	15,500.00	7,250.00	262.42	7,250.00	10,639.00	13,200.00
	Description		Amount					
	Porter Shelter Roof materials, Staff Install		5,000.00					
	Campbell Gazebo & Concession Roof		10,500.00					
UserName	Date	Comments						
Richard Brown	11/3/2023 8:00:48 AM	Shingle replacement - Porter shelter, Campbell gazebo and Campbell concession stand						
PARKS & PLAYGROUNDS			-470,955.00	-464,259.45	-357,769.37	-442,205.00	-319,503.27	-424,650.00
Expenditure			-470,955.00	-464,259.45	-357,769.37	-442,205.00	-319,503.27	-424,650.00
001 - GENERAL FUND			-428,955.00	-422,259.45	-331,118.39	-400,205.00	-279,858.53	-388,650.00
Total:			-428,955.00	-422,259.45	-331,118.39	-400,205.00	-279,858.53	-388,650.00

E. Board of Directors, Project Committee and Staff

The City of Clive is operated under the direction of the City Council and therefore has no Board of Directors.

City Council

John Edwards, Mayor
Susan Judkins, Councilmember
Eric Klein, Councilmember
Michael McCoy, Councilmember
Srikant Mikkilineni, Councilmember
Ted Weaver, Councilmember

Project Committee and Key Staff

Matt McQuillen, City Manager
Pete DeKock, Assistant City Manager
Richard Brown, Leisure Services Director
Jeff May, Public Works Manager
Rai Tokuhisa, Water Resource Engineer
Jeff Thielen, Parks Manager
Jeff Lucas, Recreation Manager



Memo

TO: Mayor and Council members

FROM: Elizabeth Hansen, Director of Administrative Services

DATE: February 27, 2025

RE: Resolutions approving FY25 Budget Transfers (listing in packet)

SYNOPSIS:

Outlined are budget transfer resolutions for FY25:

Resolution approving transfer from the General Fund to the Internal Service Fund - \$792,750

Resolution approving transfer from the General Fund to the 2025 Fire Engine 320 Fund - \$824,000

Resolution approving transfer from the General Fund to the Internal Service Insurance Fund - \$486,870

Resolution approving transfer from the Road Use Fund to the General Fund - \$600,338

Resolution approving transfer from the Road Use Fund to the Trust and Agency Fund - \$53,583

Resolution approving transfer from the Road Use Fund to the Internal Service Fund - \$339,810

Resolution approving transfer from the Road Use Fund to the Public Works Building Project Fund - \$100,000

Resolution approving transfer from the Local Option Sales Tax to the Franchise Streets Project Fund - \$900,000

Resolution approving transfer from the Local Option Sales Tax to the Linnan Park Fund - \$1,000,000

Resolution approving transfer from the Water Fund to the General Fund - \$673,433

Resolution approving transfer from the Water Fund to the Trust and Agency Fund - \$78,656

Resolution approving transfer from the Water Fund to the Internal Service Fund - \$70,000

Resolution approving transfer from the Water Fund to the Tree Sales Fund - \$10,000

Resolution approving transfer from the Water Fund to the Soil Quality Restoration Project Fund - \$50,000

Resolution approving transfer from the Water Fund to the Water Meter/Valve Change Out Fund - \$100,000

Resolution approving transfer from the Sewer Fund to the General Fund - \$500,338

Resolution approving transfer from the Sewer Fund to the Trust and Agency Fund - \$53,583

Resolution approving transfer from the Sewer Fund to the Internal Service Fund - \$70,000

Resolution approving transfer from the Sewer Fund to the NW 99th Court Reconstruction Project Fund - \$750,000

Resolution approving transfer from the Stormwater Fund to the NW 99th Court Reconstruction Project Fund - \$225,000

Resolution approving transfer from the Sewer Capital Fund to the Sewer Rehab Fund - \$200,000

Resolution approving transfer from the Meredith Drive/Alice's Road Intersection Project Fund to the Alice's Road Reconstruction Project Fund - \$288,981.16

Attachments:

1. FY25 Budget Transfers.2-27.25

RESOLUTION NO. _____

RESOLUTION TO TRANSFER

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The following transfer is hereby authorized:

FROM:

General Fund
(Transfer Out)

001-5620-6910
(Acct. No.)

\$792,750.00

TO:

Internal Service Fund
(Transfer In)

810-4930-4-4830-00
(Acct. No.)

\$792,750.00

PURPOSE OF TRANSFER

Annual appropriations for Capital Equipment Program.

PASSED AND APPROVED THIS 27th DAY OF FEBRUARY 2025.

John Edwards, Mayor

Attest:

Matthew D. Graham, City Clerk

RESOLUTION NO. _____

RESOLUTION TO TRANSFER

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The following transfer is hereby authorized:

FROM:

General Fund
(Transfer Out)

001-5620-6910
(Acct. No.)

\$824,000.00

TO:

2025 Fire Engine 320
(Transfer In)

354-4750-3-4830-00
(Acct. No.)

\$824,000.00

PURPOSE OF TRANSFER

Appropriation for the 2025 Fire Engine 320.

PASSED AND APPROVED THIS 27th DAY OF FEBRUARY 2025.

John Edwards, Mayor

Attest:

Matthew D. Graham, City Clerk

RESOLUTION NO. _____

RESOLUTION TO TRANSFER

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The following transfer is hereby authorized:

FROM:

General Fund
(Transfer Out)

001-5620-6910
(Acct. No.)

\$486,870.00

TO:

Internal Service Fund (Insurance)
(Transfer In)

820-4930-4-4830-00
(Acct. No.)

\$486,870.00

PURPOSE OF TRANSFER

Reallocation of Expenses for General Property and Liability Insurance.

Establishing Risk Management/Self-Insurance Fund (820).

PASSED AND APPROVED THIS 27th DAY OF FEBRUARY 2025.

John Edwards, Mayor

Attest:

Matthew D. Graham, City Clerk

RESOLUTION NO. _____

RESOLUTION TO TRANSFER

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The following transfer is hereby authorized:

FROM:

Road Use
(Transfer Out)

110-5210-6910
(Acct. No.)

\$600,338.00

TO:

General Fund
(Transfer In)

001-4000-4-4830-00
(Acct. No.)

\$600,338.00

PURPOSE OF TRANSFER

FY25 reallocation of expenses and annual appropriation for traffic safety expenditures.

PASSED AND APPROVED THIS 27th DAY OF FEBRUARY 2025.

John Edwards, Mayor

Attest:

Matthew Graham, City Clerk

RESOLUTION NO. _____

RESOLUTION TO TRANSFER

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The following transfer is hereby authorized:

FROM:

Road Use
(Transfer Out)

110-5210-6910
(Acct. No.)

\$53,583.00

TO:

Trust & Agency
(Transfer In)

168-4450-4-4830-00
(Acct. No.)

\$53,583.00

PURPOSE OF TRANSFER

FY25 reallocation of expenses.

PASSED AND APPROVED THIS 27th DAY OF FEBRUARY 2025.

John Edwards, Mayor

Attest:

Matthew D. Graham, City Clerk

RESOLUTION NO. _____

RESOLUTION TO TRANSFER

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The following transfer is hereby authorized:

FROM:

Road Use
(Transfer Out)

110-5210-6910
(Acct. No.)

\$339,810.00

TO:

Internal Service
(Transfer In)

810-4930-4-4830-00
(Acct. No.)

\$339,810.00

PURPOSE OF TRANSFER

Annual appropriation for Capital Equipment Program.

PASSED AND APPROVED THIS 27th DAY OF FEBRUARY 2025.

John Edwards, Mayor

Attest:

Matthew D. Graham, City Clerk

RESOLUTION NO. _____

RESOLUTION TO TRANSFER

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The following transfer is hereby authorized:

FROM:

Road Use
(Transfer Out)

110-5210-6910
(Acct. No.)

\$100,000.00

TO:

Public Works Building Project
(Transfer In)

338-4930-4-4830-00
(Acct. No.)

\$100,000.00

PURPOSE OF TRANSFER

Partial project funding.

PASSED AND APPROVED THIS 27th DAY OF FEBRUARY 2025.

John Edwards, Mayor

Attest:

Matthew D. Graham, City Clerk

RESOLUTION NO. _____

RESOLUTION TO TRANSFER

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The following transfer is hereby authorized:

FROM:

Local Option Sales Tax
(Transfer Out)

121-5699-6910
(Acct. No.)

\$900,000.00

TO:

Franchise Street Projects
(Transfer In)

476-4750-3-4830-00
(Acct. No.)

\$900,000.00

PURPOSE OF TRANSFER

Annual ST Rehab – 50% PC \$400,000

50% DC \$500,000

PASSED AND APPROVED THIS 27th DAY OF FEBRUARY 2025.

John Edwards, Mayor

Attest:

Matthew D. Graham, City Clerk

RESOLUTION NO. _____

RESOLUTION TO TRANSFER

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The following transfer is hereby authorized:

FROM:

Local Option Sales Tax
(Transfer Out)

121-5699-6910
(Acct. No.)

\$1,000,000.00

TO:

Linnan Park
(Transfer In)

387-4750-3-4830-00
(Acct. No.)

\$1,000,000.00

PURPOSE OF TRANSFER

FY25 collection for Partial Project Funding

- Dallas County \$400,000.00

- Polk County \$600,000.00

PASSED AND APPROVED THIS 27th DAY OF FEBRUARY 2025.

John Edwards, Mayor

Attest:

Matthew D. Graham, City Clerk

RESOLUTION NO. _____

RESOLUTION TO TRANSFER

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The following transfer is hereby authorized:

FROM:

Water Fund

(Transfer Out)

600-5810-6910

(Acct. No.)

\$673,433.00

TO:

General Fund

(Transfer In)

001-4000-4-4830-00

(Acct. No.)

\$673,433.00

PURPOSE OF TRANSFER

FY25 reallocation of expenses.

PASSED AND APPROVED THIS 27th DAY OF FEBRUARY 2025.

John Edwards, Mayor

Attest:

Matthew D. Graham, City Clerk

RESOLUTION NO. _____

RESOLUTION TO TRANSFER

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The following transfer is hereby authorized:

FROM:

Water Fund
(Transfer Out)

600-5810-6910
(Acct. No.)

\$78,656.00

TO:

Trust & Agency
(Transfer In)

168-4450-4-4830-00
(Acct. No.)

\$78,656.00

PURPOSE OF TRANSFER

FY25 reallocation of expenses

PASSED AND APPROVED THIS 27th DAY OF FEBRUARY 2025.

John Edwards, Mayor

Attest:

Matthew D. Graham, City Clerk

RESOLUTION NO. _____

RESOLUTION TO TRANSFER

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The following transfer is hereby authorized:

FROM:

Water Fund

(Transfer Out)

600-5810-6910

(Acct. No.)

\$70,000.00

TO:

Internal Service

(Transfer In)

810-4930-4-4830-00

(Acct. No.)

\$70,000.00

PURPOSE OF TRANSFER

Annual appropriation for Capital Equipment Program.

PASSED AND APPROVED THIS 27th DAY OF FEBRUARY 2025.

John Edwards, Mayor

Attest:

Matthew D. Graham, City Clerk

RESOLUTION NO. _____

RESOLUTION TO TRANSFER

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The following transfer is hereby authorized:

FROM:

Water Fund
(Transfer Out)

600-5810-6910
(Acct. No.)

\$10,000.00

TO:

Tree Sales Fund
(Transfer In)

358-4750-3-4830-00
(Acct. No.)

\$10,000.00

PURPOSE OF TRANSFER

Partial project funding.

PASSED AND APPROVED THIS 27th DAY OF FEBRUARY 2025.

John Edwards, Mayor

Attest:

Matthew D. Graham, City Clerk

RESOLUTION NO. _____

RESOLUTION TO TRANSFER

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The following transfer is hereby authorized:

FROM:

Water Fund

(Transfer Out)

600-5810-6910

(Acct. No.)

\$50,000.00

TO:

Soil Quality Restoration Project

(Transfer In)

332-4750-3-4830-00

(Acct. No.)

\$50,000.00

PURPOSE OF TRANSFER

FY25 Annual appropriation for SQR Program.

PASSED AND APPROVED THIS 27th DAY OF FEBRUARY 2025.

John Edwards, Mayor

Attest:

Matthew D. Graham, City Clerk

RESOLUTION NO. _____

RESOLUTION TO TRANSFER

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The following transfer is hereby authorized:

FROM:

Water Fund
(Transfer Out)

600-5810-6910
(Acct. No.)

\$100,000.00

TO:

Meter/Valve Change Out Fund
(Transfer In)

430-4750-3-4830-00
(Acct. No.)

\$100,000.00

PURPOSE OF TRANSFER

Partial project funding.

PASSED AND APPROVED THIS 27th DAY OF FEBRUARY 2025.

John Edwards, Mayor

Attest:

Matthew D. Graham, City Clerk

RESOLUTION NO. _____

RESOLUTION TO TRANSFER

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The following transfer is hereby authorized:

FROM:

Sewer Fund
(Transfer Out)

610-5815-6910
(Acct. No.)

\$500,338.00

TO:

General Fund
(Transfer In)

001-4000-4-4830-00
(Acct. No.)

\$500,338.00

PURPOSE OF TRANSFER

FY25 reallocation of expenses

PASSED AND APPROVED THIS 27TH DAY OF FEBRUARY 2025.

John Edwards, Mayor

Attest:

Matthew D. Graham, City Clerk

RESOLUTION NO. _____

RESOLUTION TO TRANSFER

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The following transfer is hereby authorized:

FROM:

Sewer Fund

(Transfer Out)

610-5815-6910

(Acct. No.)

\$53,583.00

TO:

Trust & Agency

(Transfer In)

168-4450-4-4830-00

(Acct. No.)

\$53,583.00

PURPOSE OF TRANSFER

FY25 reallocation of expenses

PASSED AND APPROVED THIS 27TH DAY OF FEBRUARY 2025.

John Edwards, Mayor

Attest:

Matthew D. Graham, City Clerk

RESOLUTION NO. _____

RESOLUTION TO TRANSFER

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The following transfer is hereby authorized:

FROM:

Sewer

(Transfer Out)

610-5815-6910

(Acct. No.)

\$70,000.00

TO:

Internal Service

(Transfer In)

810-4930-4-4830-00

(Acct. No.)

\$70,000.00

PURPOSE OF TRANSFER

Annual appropriation for Capital Equipment Program

PASSED AND APPROVED THIS 27TH DAY OF FEBRUARY 2025.

John Edwards, Mayor

Attest:

Matthew D. Graham, City Clerk

RESOLUTION NO. _____

RESOLUTION TO TRANSFER

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The following transfer is hereby authorized:

FROM:

Sewer Fund
(Transfer Out)

610-5815-6910
(Acct. No.)

\$750,000.00

TO:

NW 99th Court Reconstruction
(Transfer In)

480-4750-3-4830-00
(Acct. No.)

\$750,000.00

PURPOSE OF TRANSFER

Partial project funding.

PASSED AND APPROVED THIS 27TH DAY OF FEBRUARY 2025.

John Edwards, Mayor

Attest:

Matthew D. Graham, City Clerk

RESOLUTION NO. _____

RESOLUTION TO TRANSFER

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The following transfer is hereby authorized:

FROM:

Stormwater Fund
(Transfer Out)

740-5865-6910
(Acct. No.)

\$225,000.00

TO:

NW 99th Court Reconstruction
(Transfer In)

480-4750-3-4830-00
(Acct. No.)

\$225,000.00

PURPOSE OF TRANSFER

Partial project funding.

PASSED AND APPROVED THIS 27TH DAY OF FEBRUARY 2025.

John Edwards, Mayor

Attest:

Matthew D. Graham, City Clerk

RESOLUTION NO. _____

RESOLUTION TO TRANSFER

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The following transfer is hereby authorized:

FROM:

Sewer Capital

(Transfer Out)

433-5750-6910

(Acct. No.)

\$200,000.00

TO:

Sewer Rehab

(Transfer In)

429-4750-3-4830-00

(Acct. No.)

\$200,000.00

PURPOSE OF TRANSFER

Annual sewer rehab project funding.

PASSED AND APPROVED THIS 27th DAY OF FEBRUARY 2025.

John Edwards, Mayor

Attest:

Matthew D. Graham, City Clerk

RESOLUTION NO. _____

RESOLUTION TO TRANSFER

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The following transfer is hereby authorized:

FROM:

Meredith Drive/Alice's Road
Intersection Project Fund
(Transfer Out)

398-5910-6910
(Acct. No.)

\$288,981.16

TO:

Alice's Road Reconstruction Project
(Transfer In)

464-4750-3-4830-00
(Acct. No.)

\$288,981.16

PURPOSE OF TRANSFER

Transfer the remaining balance to Alice's Road Reconstruction Project Fund to close.

PASSED AND APPROVED THIS 27th DAY OF FEBRUARY 2025.

John Edwards, Mayor

Attest:

Matthew D. Graham, City Clerk



Memo

TO: Mayor and Council members

FROM: Elizabeth Hansen, Director of Administrative Services

DATE: February 27, 2025

RE: Resolution Setting Public Hearings (03/27/2024, 6:00 p.m.) - 2025A General Obligation Corporate Purpose Loan Agreements and to borrow money thereunder

SYNOPSIS:

Attached is a resolution for your consideration, taking the initial step in the issuance of General Obligation Bonds for capital projects during the 2025 construction season. The resolution will set the date for two public hearings; one on the Essential Purpose Loan Agreement and one on the Urban Renewal Loan Agreement, on March 27, 2024.

The breakdown of the 2025A borrowing (\$5,524,000) related to capital projects, as outlined in the CIP approved in December 2024:

- Alice's Road Right-of-Way Acquisition - \$750,000 (Essential Purpose)
- Alice's Road Reconstruction, Intersection of Alice's Road & Douglas - \$2,696,667 (Essential Purpose)
- Berkshire & Douglas Intersection Improvements - \$924,000 (Essential Purpose)
- Annual Traffic Improvement & Safety Program - \$226,667 (Essential Purpose)
- City Hall/Library Renovations - \$926,667

Your approval is recommended.

Attachments:

1. Resolution Setting Hrgs for 2025A Bonds

MINUTES TO SET DATE FOR
HEARINGS ON PROPOSALS TO ENTER
INTO LOAN AGREEMENTS

421346-94

Clive, Iowa

February 27, 2025

The City Council of the City of Clive, Iowa, met on February 27, 2025, at 6:00 o'clock p.m., at the City Hall Chambers, Clive, Iowa. The Mayor presided and the roll was called showing the following members of the City Council present and absent:

Present:

Absent: _____.

Council Member _____ introduced the resolution hereinafter next set out and moved its adoption, seconded by Council Member _____; and after due consideration thereof by the City Council, the Mayor put the question upon the adoption of the said resolution and the roll being called, the following named Council Members voted:

Ayes:

Nays: _____.

Whereupon, the Mayor declared the resolution duly adopted as hereinafter set out.

• • • •

At the conclusion of the meeting and upon motion and vote, the City Council adjourned.

Mayor

Attest:

City Clerk

RESOLUTION NO. _____

Resolution setting the date for public hearings on proposals to enter into General Obligation Loan Agreements and to borrow money thereunder

WHEREAS, the City of Clive (the “City”), in Polk and Dallas Counties, State of Iowa, proposes to enter into a loan agreement (the “Essential Purpose Loan Agreement”), pursuant to the provisions of Section 384.24A of the Code of Iowa, and to borrow money thereunder in a principal amount not to exceed \$4,700,000 for the purpose of paying the costs, to that extent, of (a) constructing street, water system, storm water drainage, sanitary sewer system and sidewalk improvements; and (b) acquiring and installing street lighting, signage and signalization improvements (the “Essential Purpose Projects”), and it is now necessary to fix a date of meeting of the City Council at which it is proposed to take action to enter into the Essential Purpose Loan Agreement and to give notice thereof as required by such law; and

WHEREAS, the City also proposes to enter into a loan agreement (the “Urban Renewal Loan Agreement” and, together with the Essential Purpose Loan Agreement, the “Loan Agreements”) and to borrow money thereunder in a principal amount not to exceed \$950,000, pursuant to the provisions of Sections 384.24A and 384.24.3(q) of the Code of Iowa, for the purpose of undertaking the City Facilities and Buildings Improvements Project, an urban renewal project in the Clive Urban Renewal Area in the City, authorized by action of the City Council on March 23, 2023, which will include renovating, furnishing and equipping the City Hall/Library facilities (the “Urban Renewal Projects” and, together with the Essential Purpose Projects, the “Projects”), and in lieu of calling an election thereon, the City desires to institute proceedings to enter into the Urban Renewal Loan Agreement by causing a notice of such proposal to be published, including notice of the right to petition for an election, under the provisions of Sections 384.24.3(q) and 384.26 of the Code of Iowa, and it is now necessary to fix a date of meeting of the City Council at which it is proposed to take action to enter into the Urban Renewal Loan Agreement and to give notice thereof as required by such law;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Clive, Iowa, as follows:

Section 1. This City Council shall meet on March 27, 2025, at the City Hall Chambers, Clive, Iowa, at 6:00 o’clock p.m., at which time and place hearings will be held and proceedings will be instituted and action taken to enter into the Loan Agreements described in the preamble hereof.

Section 2. The City Clerk is hereby directed to give notice of the proposed action on the Essential Purpose Loan Agreement setting forth the amount and purpose thereof, the time when and place where the said meeting will be held by publication at least once, not less than four (4) and not more than twenty (20) days before the date of said meeting, in a legal newspaper which has a general circulation in the City. The notice shall be in substantially the following form:

NOTICE OF PROPOSED ACTION TO INSTITUTE PROCEEDINGS TO
ENTER INTO A LOAN AGREEMENT AND TO BORROW MONEY
THEREUNDER IN A PRINCIPAL AMOUNT NOT TO EXCEED \$4,700,000

(GENERAL OBLIGATION)

The City Council of the City of Clive, Iowa (the “City”), will meet on March 27, 2025, at the City Hall Chambers, Clive, Iowa, at 6:00 o’clock p.m., for the purpose of instituting proceedings and taking action on a proposal to enter into a Loan Agreement and to borrow money thereunder in a principal amount not to exceed \$4,700,000 for the purpose of paying the costs, to that extent, of (a) constructing street, water system, storm water drainage, sanitary sewer system and sidewalk improvements; and (b) acquiring and installing street lighting, signage and signalization improvements.

The Loan Agreement is proposed to be entered into pursuant to authority contained in Section 384.24A of the Code of Iowa and will constitute a general obligation of the City.

It is estimated the annual increase in property taxes on a residential property with an actual valuation of one hundred thousand dollars resulting from the City entering into the Loan Agreement will be \$12.16, however the City Council may determine for any fiscal year while the Loan Agreement is outstanding to budget other available revenues to the payment of some or all of the debt service coming due thereunder.

At that time and place, oral or written objections may be filed or made to the proposal to enter into the Loan Agreement. After receiving objections, the City may determine to enter into the Loan Agreement, in which case, the decision will be final unless appealed to the District Court within fifteen (15) days thereafter.

By order of the City Council of the City of Clive, Iowa.

Matthew Graham
City Clerk

Section 3. The City Clerk is hereby directed to give notice of the proposed action on the Urban Renewal Loan Agreement setting forth the amount and purpose thereof, the time when and place where the said meeting will be held by publication at least once, not less than ten (10) and not more than twenty (20) days before the date of said meeting, in a legal newspaper which has a general circulation in the City. The notice shall be in substantially the following form:

NOTICE OF PROPOSED ACTION TO INSTITUTE PROCEEDINGS TO
ENTER INTO A LOAN AGREEMENT AND TO BORROW MONEY
THEREUNDER IN A PRINCIPAL AMOUNT NOT TO EXCEED \$950,000

(GENERAL OBLIGATION)

The City Council of the City of Clive, Iowa (the “City”), will meet on March 27, 2025, at the City Hall Chambers, Clive, Iowa, at 6:00 o’clock p.m., for the purpose of instituting proceedings and taking action on a proposal to enter into a loan agreement (the “Loan Agreement”) and to borrow money thereunder in a principal amount not to exceed \$950,000 for the purpose of undertaking the City Facilities and Buildings Improvements Project, an urban renewal project in the Clive Urban Renewal Area in the City, authorized by action of the City Council on March 23, 2023 which will include renovating, furnishing and equipping the City Hall/Library facilities.

The Loan Agreement is proposed to be entered into pursuant to authority contained in Section 384.24A and Section 384.24(3)(q) of the Code of Iowa and will constitute a general obligation of the City.

It is estimated the annual increase in property taxes on a residential property with an actual valuation of one hundred thousand dollars resulting from the City entering into the Loan Agreement will be \$2.47, however the City Council may determine for any fiscal year while the Loan Agreement is outstanding to budget other available revenues to the payment of some or all of the debt service coming due thereunder.

At any time before the date fixed for taking action to enter into the Loan Agreement, a petition may be filed with the City Clerk of the City asking that the question of entering into the Loan Agreement be submitted to the registered voters of the City, pursuant to the provisions of Section 384.26 of the Code of Iowa. If no such petition is filed, at the aforementioned time and place, oral or written objections may be filed or made to the proposal to enter into the Loan Agreement. After receiving objections, the City may determine to enter into the Loan Agreement, in which case, the decision will be final unless appealed to the District Court within fifteen (15) days thereafter.

By order of the City Council of the City of Clive, Iowa.

Matthew Graham
City Clerk

Section 4. Pursuant to Section 1.150-2 of the Income Tax Regulations (the “Regulations”) of the Internal Revenue Service, the City declares (a) that it intends to undertake the Projects which are reasonably estimated to cost approximately \$5,650,000, (b) that other than (i) expenditures to be paid or reimbursed from sources other than the issuance of bonds, notes or other obligations (the “Bonds”), or (ii) expenditures made not earlier than 60 days prior to the date of this Resolution or a previous intent resolution of the City, or (iii) expenditures amounting to the lesser of \$100,000 or 5% of the proceeds of the Bonds, or (iv) expenditures constituting preliminary expenditures as defined in Section 1.150-2(f)(2) of the Regulations, no expenditures for the Projects have heretofore been made by the City and no expenditures will be made by the City until after the date of this Resolution or a prior intent resolution of the City, and (c) that the City reasonably expects to reimburse the expenditures made for costs of the City out of the proceeds of the Bonds. This declaration is a declaration of official intent adopted pursuant to Section 1.150-2 of the Regulations.

Section 5. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 6. This resolution shall be in full force and effect immediately upon its adoption and approval, as provided by law.

Passed and approved February 27, 2025.

Mayor

Attest:

City Clerk

ATTESTATION CERTIFICATE

STATE OF IOWA
COUNTIES OF POLK AND DALLAS SS:
CITY OF CLIVE

I, the undersigned, City Clerk of the City of Clive, do hereby certify that attached hereto is a true and correct copy of the proceedings of the City Council relating to fixing a date for additional action on the City's proposal to enter into certain loan agreements, as referred to therein.

WITNESS MY HAND this ____ day of _____, 2025.

City Clerk

ORGANIZATION CERTIFICATE

STATE OF IOWA

COUNTIES OF POLK AND DALLAS

SS:

CITY OF CLIVE

I, the undersigned City Clerk, do hereby certify that the City of Clive is organized and operating under the provisions of Title IX of the Code of Iowa and not under any special charter and that the City is operating under the Mayor-Council form of government and that there is not pending or threatened any question or litigation whatsoever touching the incorporation of the City, the inclusion of any territory within its limits or the incumbency in office of any of the officials hereinafter named.

And I do further certify that the following named parties are officials of the City as indicated:

_____, Mayor
_____, City Manager
_____, City Clerk
_____, Council Member/Mayor Pro Tem
_____, Council Member
_____, Council Member
_____, Council Member
_____, Council Member

WITNESS MY HAND this ____ day of _____, 2025.

City Clerk

PUBLICATION CERTIFICATE

(PLEASE NOTE: Do not date and return this certificate until you have received the publisher's affidavits and have verified that the notices were published on the date indicated in the affidavits but please return all other completed pages to us as soon as they are available.)

STATE OF IOWA
COUNTY OF DALLAS AND POLK SS:
CITY OF CLIVE

I, the undersigned, City Clerk of the City of Clive, do hereby certify that pursuant to the resolution of the City Council fixing a date of meeting at which it is proposed to take action to enter into certain loan agreements, the notices, of which the printed slips attached to the publisher's affidavit hereto attached are true and complete copies, were published on the date and in the newspaper specified in such affidavits, which newspaper has a general circulation in the City.

WITNESS MY HAND this _____ day of _____, 2025.

City Clerk

(Attach here the publisher's original affidavits with the clippings of the notices, as published.)



Memo

TO: Mayor and Council members

FROM: Amanda Grutzmacher, Senior Planner

DATE: February 27, 2025

RE: Resolution Accepting Public Improvements - Amare Vita at Shadow Creek Plat 1

SYNOPSIS:

Public improvements in Amare Vita at Shadow Creek Plat 1 are complete. Staff recommends approval of the Resolution Accepting Public Improvements in Amare Vita at Shadow Creek Plat 1.

Attachments:

1. Resolution Accepting Public Improvements

Preparer Information: Amanda Grutzmacher, 1900 NW 114th Street, Clive, Iowa 50325 Phone (515)223-6221
Return to: Matthew Graham, City Clerk, City of Clive, 1900 NW 114th St., Clive, Iowa 50325

RESOLUTION NO. ____

RESOLUTION ACCEPTING PUBLIC IMPROVEMENTS IN
AMARE VITA AT SHADOW CREEK PLAT 1

WHEREAS, approval of the final plat for AMARE VITA AT SHADOW CREEK PLAT 1 (the “Plat”) has previously been given by resolution of the City Council; and

WHEREAS, the public improvements are now completed and in a condition to be formally accepted by the City, and the City engineer has recommended such acceptance.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL, CITY OF CLIVE, IOWA:

1. That the public improvements in AMARE VITA AT SHADOW CREEK PLAT 1, including water mains, storm sewers, and sanitary sewers are hereby accepted and incorporated into the respective water main, storm sewer, and sanitary sewer, systems in the City of Clive.

This resolution shall be filed of record with the Dallas County, Iowa Recorder.

PASSED AND APPROVED THIS _____ day of _____, 2025.

CITY OF CLIVE, IOWA

By _____
John Edwards, Mayor

ATTEST:

Matthew D. Graham, City Clerk



Memo

TO: Mayor and Council members

FROM: Jim Hagelie, Engineering Services Administrator

DATE: February 27, 2025

RE: Resolution Approving Intergovernmental Agreement between Clive and Waukee - Alice's Road Phase 1A Improvement Project

SYNOPSIS:

The attached 28E Agreement between the City of Clive and City of Waukee outlines requirements, responsibilities and funding allocations associated with an upcoming project on Alice's Road. As generally depicted in Exhibit A of the Agreement, the scope of work shared by Clive and Waukee and covered by this Agreement includes the reconstruction and widening of Alice's Road between NE Horizon Drive and NE Dellwood Drive. As outlined in Exhibit B of the Agreement, costs associated with the shared work are estimated to be \$4,820,400.00 and will be split 51.5 percent to Clive (\$2,484,850.00) and 48.5 percent to Waukee (\$2,335,550.00).

The City of Clive will serve as the lead agency, enter into the construction contract for the proposed improvements and provide daily contract administration and inspection services during construction for this portion of the project. At this time, staff would recommend approval of the 28E Agreement with the City of Waukee as presented.

Please feel free to contact me at 223-6231 prior to the meeting if you have any questions or concerns.

Attachments:

1. Resolution - 28E_Alices 1A
2. Alices Road_Phase 1A_28E Agreement

RESOLUTION NO. _____

RESOLUTION APPROVING 28E AGREEMENT
BETWEEN CLIVE AND WAUKEE REGARDING THE
ALICE'S ROAD PHASE 1A IMPROVEMENT PROJECT

WHEREAS, the City of Clive, Iowa ("Clive") and the City of Waukee, Iowa ("Waukee") desire to enter into an agreement entitled "Intergovernmental Agreement between the City of Clive and City of Waukee for the Alice's Road Phase 1A Improvement Project" ("28E Agreement"), which provides for Clive and Waukee to jointly undertake a public improvement project involving the construction of certain roadway improvements on Alice's Road.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The 28E Agreement between Clive and Waukee is hereby approved by the Clive City Council and the Mayor is authorized to execute such 28E Agreement on behalf of the City of Clive, and the City Clerk to attest to his signature.

PASSED AND APPROVED this ____ day of _____, 2025.

By: _____
John Edwards, Mayor

ATTEST:

Matthew D. Graham, City Clerk

**INTERGOVERNMENTAL AGREEMENT
BETWEEN THE CITY OF CLIVE AND THE CITY OF WAUKEE FOR THE
ALICE'S ROAD PHASE 1A IMPROVEMENT PROJECT**

THIS INTERGOVERNMENTAL AGREEMENT ("Agreement") is entered into this _____ day of _____, 2025, by and between the CITY OF CLIVE, IOWA, a municipal corporation ("Clive"), the CITY OF WAUKEE, IOWA, a municipal corporation ("Waukee"). (Clive and Waukee are referred to herein individually as a "City" or jointly as the "Cities"), pursuant to Chapter 28E of the Iowa Code.

WHEREAS, Clive and Waukee deem it beneficial to jointly undertake a public improvement project involving the construction of certain roadway improvements on Alice's Road between NE Horizon Drive and NE Dellwood Drive; and

WHEREAS, under Chapter 28E of the Code of Iowa, Clive, as a public agency, may enter into an Agreement with Waukee, another public agency, to provide services to the mutual advantage of both agencies.

NOW, THEREFORE, the parties hereto agree as follows:

1. Description of Project and Definition of Project Cost. The project that is the subject of this Agreement is a public improvement project involving the construction of certain roadway improvements in Clive and Waukee, including improvements on Alice's Road between NE Horizon Drive and NE Dellwood Drive to fully reconstruct the existing two-lane rural section roadway to a four-lane boulevard section with associated storm sewer, water main and trail improvements as generally depicted in Exhibit A, attached hereto and incorporated herein by this reference, (collectively, the "Project"). The "Total Project Cost" shall include, but not be limited to, (a) actual construction costs of the Project, (b) actual costs for the installation of streetlights, and (c) construction administration and observation services. The parties agree that the preliminary Total Project Cost for the Project is \$4,820,400.00 as presented in Exhibit B. The allocation of the Total Project Cost between Clive and Waukee shall be 51.5 percent for Clive (\$2,484,850.00) and 48.5 percent for Waukee (\$2,335,550.00).

2. Lead Agency/Project Approval. Clive will serve as the lead agency for the Project, and will enter into the Professional Services Agreement and the construction contract for the Project. The Cities agree, however, that each City must approve the construction drawings for the Improvements before the bid documents may be prepared. The Cities also agree that Clive will not enter into the Construction Contract until the bids for the Improvements Contract have been considered and a bid accepted by the Clive City Council and the Waukee City Council respectively. The City of Clive will be the lead agency, responsible for daily construction administration and observation of the project.

3. Allocation of Funding between Cities. The Cities acknowledge and agree that the actual project costs will be divided 51.5 percent and 48.5 percent between Clive and Waukee respectively. Following acceptance of the project by Clive, Clive shall invoice Waukee for its

allocation of the actual project costs and Waukee agrees to pay Clive within thirty (30) days after the date of issuance of the invoice from Clive.

4. Acquisition of Right-of-way and Easements. Each City acknowledges and agrees that it is responsible, at its own cost, to obtain any required right-of-way or easements for the portion of the Project located within their respective jurisdictions.

5. Termination. Prior to the award of the Contract, either City may terminate this Agreement by providing the other City with written notice not less than thirty (30) days prior to the effective date of the termination.

6. Notice. Any notice or demand desired or required to be given hereunder shall be in writing and deemed given when personally delivered or when deposited in the United States mail, postage prepaid, sent certified or registered, and addressed as follows:

To Clive: City Manager
 City of Clive
 1900 N.W. 114th Street
 Clive, Iowa 50325

To Waukee: City Administrator
 City of Waukee
 230 W. Hickman Road
 Waukee, IA 50263

or to such other address or person as hereafter shall be designated in writing by the applicable party.

7. Miscellaneous. This Agreement constitutes the entire agreement between the parties hereto pertaining to the subject matter hereof and supersedes all negotiations, preliminary agreements and all prior and contemporaneous discussions, agreements and understandings of the parties in connection with the subject matter hereof. No amendment, change or modification of any of the terms, provisions or conditions of this Agreement shall be effective unless made in writing and signed or initialed by all parties. Waiver of any provision of this Agreement shall not be deemed a waiver of future compliance therewith and such provision shall remain in full force and effect. In the event any provision of this Agreement is held invalid, illegal or unenforceable, in whole or in part, the remaining provisions of this Agreement shall not be affected thereby and shall continue to be valid and enforceable. This Agreement shall be governed by and construed in accordance with the laws of the State of Iowa. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective legal representatives, heirs, successors and permitted assigns. Nothing in this Agreement, express or implied, is intended to confer upon any party, other than the parties hereto (and their respective heirs, legal representatives, successors and permitted assigns), any rights, remedies, obligations or liabilities under or by reason of this Agreement. In addition to any other remedies available at law or in equity to the parties hereto with respect to a breach hereof, the parties hereto each reserve the right to enforce this Agreement by specific performance. The titles or captions of paragraphs in this Agreement are provided for

convenience of reference only, and shall not be considered a part hereof for purposes of interpreting or applying this Agreement and such title or captions do not define, limit, extend, explain or describe the scope or extent of this Agreement or any of its terms or conditions. Words and phrases herein shall be construed as in the singular or plural number, and as masculine, feminine or neuter gender, according to the context. Each of the parties hereto hereby irrevocably waives all right to trial by jury in any action, proceeding or counterclaim arising out of or relating to this Agreement.

8. Filing/Recording of Agreement. After execution by the parties, this Agreement shall be filed with the Iowa Secretary of State in accordance with the provisions of Iowa Code § 28E.8 by Clive. The Agreement shall then be recorded in the office of the Dallas County Recorder in accordance with Iowa Code § 28E.8 by Clive.

9. Separate Legal Entity. This Agreement is not intended to establish a separate legal entity.

10. Administrators. The Clive Public Works Director and the Waukee Public Works Director shall be the designated administrators of this Agreement.

11. Duration. This Agreement will go into effect upon passage by the Clive City Council and the Waukee City Council, and filing and recording as provided in paragraph 8 of this Agreement. This Agreement shall remain in effect until the earliest to occur of the following: (a) it is terminated by the written agreement of the Cities, (b) it is terminated in accordance with paragraph 5 of this Agreement, or (c) the improvements associated with the Project are accepted by the Cities, and Waukee has paid to Clive Waukee's share of the actual Total Project Costs as outlined in this Agreement.

IN WITNESS WHEREOF, the Cities have executed this Agreement effective as of the date first above written.

(Signature pages to follow)

CITY OF CLIVE, IOWA

By: _____
John Edwards, Mayor

(SEAL)

ATTEST:

Matthew Graham, City Clerk

STATE OF IOWA)
) ss:
COUNTY OF POLK)

On this ____ day of _____ 2025, before me, _____
a Notary Public in and for the State of Iowa, personally appeared Mayor, John Edwards and
Matthew Graham, to me personally known, and, who being by me duly sworn, did say that they
are the Mayor and City Clerk, respectively, of the City of Clive, Iowa; that the seal affixed to the
foregoing instrument is the corporate seal of the corporation; and that the instrument was signed
and sealed on behalf of the corporation, by authority of its City Council, as contained in
Ordinance No. _____ passed (the Resolution adopted) by the City Council, under Roll Call No.
_____ of the City Council on the ____ day of _____, 2025, and that John Edwards
and Matthew Graham acknowledged the execution of said instrument to be their voluntary act and
deed and the voluntarily act and deed of the corporation, by it voluntarily executed.

Notary Public in and for the State of Iowa

CITY OF WAUKEE, IOWA

By: _____
Courtney Clarke, Mayor

(SEAL)

ATTEST:

Rebecca D. Schuett, City Clerk

STATE OF IOWA)
) ss:
COUNTY OF DALLAS)

On this ____ day of _____, 2025, before me, _____
a Notary Public in and for the State of Iowa, personally appeared Mayor, Courtney Clarke and
Rebecca D. Schuett, to me personally known, and, who being by me duly sworn, did say that they
are the Mayor and City Clerk, respectively, of the City of Waukee, Iowa; that the seal affixed to
the foregoing instrument is the corporate seal of the corporation; and that the instrument was signed
and sealed on behalf of the corporation, by authority of its City Council, as contained in Ordinance
No. _____ passed (the Resolution adopted) by the City Council, under Roll Call No. _____
of the City Council on the ____ day of _____, 2025, and that Courtney Clarke and
Rebecca D. Schuett acknowledged the execution of said instrument to be their voluntary act and
deed and the voluntarily act and deed of the corporation, by it voluntarily executed.

Notary Public in and for the State of Iowa

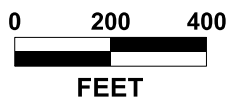
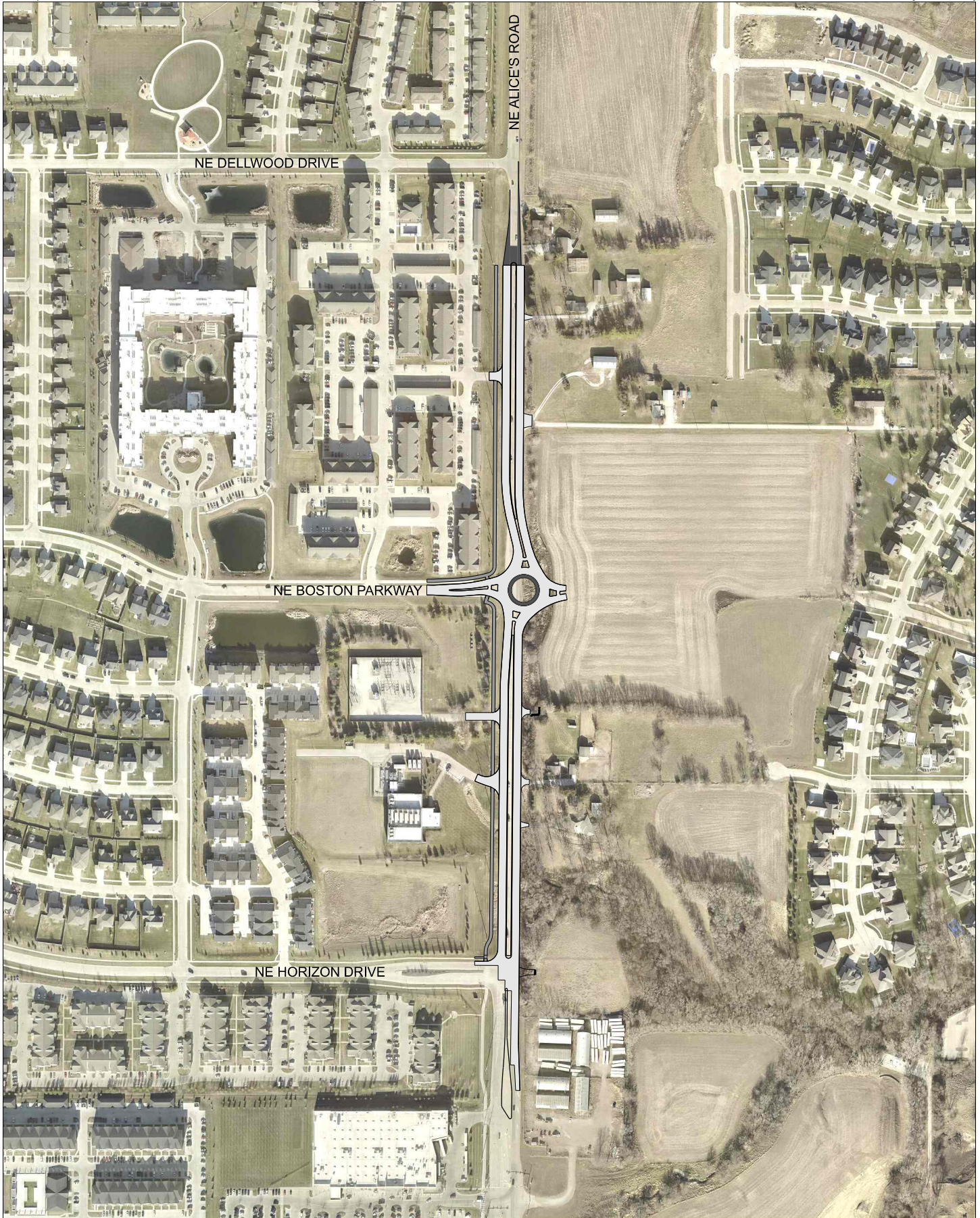


Exhibit A: Alice's Road Improvements Phase 1A

EXHIBIT B
OPINION OF PROBABLE PROJECT CONSTRUCTION COSTS
ALICE'S ROAD PHASE 1A - NE HORIZON DRIVE TO NE DELLWOOD DRIVE

Item No.	Description	Units	Unit Price	Clive Quantity	Clive Cost	Waukee Quantity	Waukee Cost
<u>EARTHWORK</u>							
1	CLEARING AND GRUBBING	LS	\$24,745.00	0.5	\$12,372.50	0.5	\$12,372.50
2	TOPSOIL, ON-SITE	CY	\$8.05	4,143.0	\$33,351.15	4,143.0	\$33,351.15
3	SOIL QUALITY RESTORATION	SY	\$6.55	4,362.5	\$28,574.38	4,362.5	\$28,574.38
4	EXCAVATION, CLASS 10	CY	\$6.05	16,982.0	\$102,741.10	16,982.0	\$102,741.10
5	BELOW GRADE EXCAVATION (CORE OUT)	CY	\$2.50	365.0	\$912.50	365.0	\$912.50
6	SUBGRADE PREPARATION	SY	\$1.50	9,441.5	\$14,162.25	9,441.5	\$14,162.25
7	SUBGRADE TREATMENT, CEMENT STABILIZATION	SY	\$8.35	9,079.5	\$75,813.83	9,079.5	\$75,813.83
8	SUBBASE, MODIFIED, 6"	SY	\$11.50	9,079.5	\$104,414.25	9,079.5	\$104,414.25
9	REMOVAL OF STRUCTURE	EA	\$1,232.00	0.5	\$616.00	0.5	\$616.00
10	REMOVAL OF KNOWN PIPE CULVERT, CMP, LESS THAN OR EQUAL TO 36"	LF	\$10.10	110.0	\$1,111.00	110.0	\$1,111.00
11	REMOVAL OF KNOWN PIPE CULVERT, RCP, LESS THAN OR EQUAL TO 36"	LF	\$10.10	96.5	\$974.65	96.5	\$974.65
12	REMOVAL OF KNOWN PIPE CULVERT, CMP, GREATER THAN 36"	LF	\$30.30	101.0	\$3,060.30	101.0	\$3,060.30
13	COMPACTION TESTING	LS	\$5,050.00	0.5	\$2,525.00	0.5	\$2,525.00
14	TRENCH COMPACTION TESTING	LS	\$8,080.00	0.5	\$4,040.00	0.5	\$4,040.00
<u>SEWERS AND DRAINS</u>							
15	STORM SEWER, TRENCHED, UNCLASSIFIED, 15"	LF	\$116.05	11.5	\$1,334.58	11.5	\$1,334.58
16	STORM SEWER, TRENCHED, RCP, 15"	LF	\$72.50	521.5	\$37,808.75	521.5	\$37,808.75
17	STORM SEWER, TRENCHED, RCP, 18"	LF	\$74.75	64.0	\$4,784.00	64.0	\$4,784.00
18	STORM SEWER, TRENCHED, RCP, 24"	LF	\$87.85	346.5	\$30,440.03	346.5	\$30,440.03
19	STORM SEWER, TRENCHED, RCP, 30"	LF	\$113.10	389.0	\$43,995.90	389.0	\$43,995.90
20	STORM SEWER, TRENCHED, RCAP, 22.5" X 36.25" (30" EQUIVALENT)	LF	\$171.70	91.0	\$15,624.70	91.0	\$15,624.70
21	STORM SEWER, TRENCHED, RCP, 60"	LF	\$277.75	39.0	\$10,832.25	39.0	\$10,832.25
22	STORM SEWER, TRENCHED, RCP, 66"	LF	\$313.10	142.5	\$44,616.75	142.5	\$44,616.75
23	REMOVAL OF STORM SEWER, RCP, LESS THAN OR EQUAL TO 24"	LF	\$12.10	153.5	\$1,857.35	153.5	\$1,857.35
24	PIPE APRON, UNCLASSIFIED, 15"	EA	\$577.50	0.5	\$288.75	0.5	\$288.75
25	PIPE APRON, RCP, 18"	EA	\$1,090.00	0.5	\$545.00	0.5	\$545.00
26	PIPE APRON, RCP, 24"	EA	\$1,280.00	1.5	\$1,920.00	1.5	\$1,920.00
27	PIPE APRON, RCP, 60"	EA	\$3,915.00	0.5	\$1,957.50	0.5	\$1,957.50
28	PIPE APRON, RCP, 66"	EA	\$7,470.00	1.0	\$7,470.00	1.0	\$7,470.00
29	FOOTING FOR CONCRETE PIPE APRON, RCP 18"	EA	\$424.00	0.5	\$212.00	0.5	\$212.00
30	FOOTING FOR CONCRETE PIPE APRON, RCP, 24"	EA	\$555.00	1.5	\$832.50	1.5	\$832.50
31	FOOTING FOR CONCRETE PIPE APRON, RCP, 60"	EA	\$1,150.00	0.5	\$575.00	0.5	\$575.00
32	FOOTING FOR CONCRETE PIPE APRON, RCP, 66"	EA	\$1,210.00	1.0	\$1,210.00	1.0	\$1,210.00
33	PIPE APRON GUARD, RCP, 18"	EA	\$262.50	0.5	\$131.25	0.5	\$131.25
34	PIPE APRON GUARD, RCP, 24"	EA	\$373.50	0.5	\$186.75	0.5	\$186.75
35	PIPE APRON GUARD, RCP, 66"	EA	\$6,970.00	0.5	\$3,485.00	0.5	\$3,485.00
36	SUBDRAIN, TYPE 1, 6"	LF	\$14.10	2,116.0	\$29,835.60	2,116.0	\$29,835.60
37	SUBDRAIN CLEANOUT, TYPE A-1, 6"	EA	\$668.60	2.0	\$1,337.20	2.0	\$1,337.20
38	SUBDRAIN OUTLETS AND CONNECTIONS, CMP, 6"	EA	\$327.00	18.5	\$6,049.50	18.5	\$6,049.50
<u>WATER MAIN AND APPURTENANCES</u>							
39	WATER MAIN, TRENCHED, PVC, 12"	LF	\$62.60	2,497.0	\$156,312.20		\$0.00
40	FITTING	LB	\$9.55	2,006.0	\$19,157.30		\$0.00
41	WATER SERVICE STUB, COPPER, 1"	EA	\$1,515.00	3.0	\$4,545.00		\$0.00
42	WATER SERVICE STUB, PVC, 2"	EA	\$2,395.00	1.0	\$2,395.00		\$0.00
43	VALVE, GATE, 12"	EA	\$4,040.00	9.0	\$36,360.00		\$0.00
44	FIRE HYDRANT ASSEMBLY	EA	\$6,365.00	5.0	\$31,825.00		\$0.00
45	ALTERNATE FIRE HYDRANT ASSEMBLY	EA	\$6,565.00	5.0	\$32,825.00		\$0.00
46	VALVE BOX ADJUSTMENT	EA	\$247.00		\$0.00	7.0	\$1,729.00
47	FIRE HYDRANT ADJUSTMENT	EA	\$2,220.00		\$0.00	5.0	\$11,100.00
48	FIRE HYDRANT RELOCATION	EA	\$1,185.00		\$0.00	2.0	\$2,370.00
49	FIRE HYDRANT ASSEMBLY REMOVAL	EA	\$267.50	5.0	\$1,337.50		\$0.00
50	VALVE REMOVAL	EA	\$267.50		\$0.00	1.0	\$267.50
51	VALVE BOX REMOVAL	EA	\$151.50	6.0	\$909.00		\$0.00
<u>STRUCTURES FOR SANITARY AND STORM</u>							
52	MANHOLE, TYPE SW-401, 48"	EA	\$5,960.00	1.5	\$8,940.00	1.5	\$8,940.00
53	MANHOLE, TYPE SW-404 (4'X9')	EA	\$46,460.00	0.5	\$23,230.00	0.5	\$23,230.00
54	MANHOLE, TYPE SW-404 (6'X10')	EA	\$51,500.00	0.5	\$25,750.00	0.5	\$25,750.00
55	HYDRODYNAMIC SEPARATOR	EA	\$53,530.00	1.0	\$53,530.00	1.0	\$53,530.00
56	INTAKE, TYPE SW-501	EA	\$7,070.00	0.5	\$3,535.00	0.5	\$3,535.00
57	INTAKE, TYPE SW-505	EA	\$7,070.00	5.0	\$35,350.00	5.0	\$35,350.00
58	INTAKE, TYPE SW-506	EA	\$10,500.00	7.0	\$73,500.00	7.0	\$73,500.00
59	INTAKE, TYPE SW-512, 24" DIA.	EA	\$4,545.00	0.5	\$2,272.50	0.5	\$2,272.50
60	INTAKE, TYPE SW-513 (4'X4')	EA	\$7,775.00	0.5	\$3,887.50	0.5	\$3,887.50
61	REMOVE MANHOLE	EA	\$303.00	1.0	\$303.00	1.0	\$303.00
62	REMOVE INTAKE	EA	\$303.00	2.0	\$606.00	2.0	\$606.00

<u>STREETS AND RELATED WORK</u>							
63	PAVEMENT, PCC, 9"	SY	\$66.85	7,743.5	\$517,652.98	7,743.5	\$517,652.98
64	TEMPORARY PAVEMENT	SY	\$55.75	300.5	\$16,752.88	300.5	\$16,752.88
65	CONCRETE MEDIAN	SY	\$82.50	328.5	\$27,101.25	328.5	\$27,101.25
66	CONCRETE MEDIAN, DOWELED	SY	\$75.75	340.0	\$25,755.00	340.0	\$25,755.00
67	CONCRETE MEDIAN, MAINTENANCE CURB	SY	\$72.50	308.5	\$22,366.25	308.5	\$22,366.25
68	PCC PAVEMENT SAMPLES AND TESTING	LS	\$14,500.00	0.5	\$7,250.00	0.5	\$7,250.00
69	REMOVAL OF SIDEWALK AND SHARED USE PATH	SY	\$10.10	97.5	\$984.75	97.5	\$984.75
70	REMOVAL OF DRIVEWAY	SY	\$10.10	443.5	\$4,479.35	443.5	\$4,479.35
71	SHARED USE PATH, PCC, 6"	SY	\$47.45	1,236.0	\$58,648.20	1,236.0	\$58,648.20
72	SPECIAL SUBGRADE PREPARATION FOR SHARED USE PATH	SY	\$3.05	1,477.0	\$4,504.85	1,477.0	\$4,504.85
73	SIDEWALK, PCC, 5"	SY	\$76.75	8.0	\$614.00	8.0	\$614.00
74	DETECTABLE WARNINGS	SF	\$51.50	170.0	\$8,755.00	170.0	\$8,755.00
75	DRIVEWAY, PAVED, PCC, 6"	SY	\$53.50	541.0	\$28,943.50	541.0	\$28,943.50
76	DRIVEWAY, GRANULAR, 6"	SY	\$12.10	201.5	\$2,438.15	201.5	\$2,438.15
77	TEMPORARY GRANULAR SURFACING	TON	\$45.45	475.0	\$21,588.75	475.0	\$21,588.75
78	SHARED USE PATH ASSURANCE TESTING	LS	\$1,825.00	0.5	\$912.50	0.5	\$912.50
79	PAVEMENT REMOVAL	SY	\$10.10	4,127.5	\$41,687.75	4,127.5	\$41,687.75
<u>TRAFFIC CONTROL</u>							
80	PAINTED PAVEMENT MARKINGS, SOLVENT/WATERBORNE	STA	\$63.60	8.15	\$518.34	8.15	\$518.34
81	PAINTED PAVEMENT MARKINGS, DURABLE	STA	\$234.75	18.85	\$4,425.04	18.85	\$4,425.04
82	PAINTED SYMBOLS AND LEGENDS, SOLVENT/WATERBORNE	EA	\$101.00	1.5	\$151.50	1.5	\$151.50
83	PAINTED SYMBOLS AND LEGENDS, DURABLE	EA	\$267.50	7.0	\$1,872.50	7.0	\$1,872.50
84	PAVEMENT MARKINGS REMOVED	STA	\$101.00	5.8	\$585.80	5.8	\$585.80
85	SYMBOLS AND LEGENDS REMOVED	EA	\$101.00	1.5	\$151.50	1.5	\$151.50
86	GROOVES CUT FOR PAVEMENT MARKINGS	STA	\$186.75	17.2	\$3,212.10	17.2	\$3,212.10
87	GROOVES CUT FOR SYMBOLS AND LEGENDS	EA	\$212.00	7.0	\$1,484.00	7.0	\$1,484.00
88	TEMPORARY TRAFFIC CONTROL	LS	\$19,500.00	0.5	\$9,750.00	0.5	\$9,750.00
89	PORTABLE DYNAMIC MESSAGE SIGN	CDAY	\$70.70	28.0	\$1,979.60	28.0	\$1,979.60
90	TRAFFIC SIGNS	EA	\$252.50	25.5	\$6,438.75	25.5	\$6,438.75
91	PERMANENT ROAD CLOSURE, URBAN, SI-182	EA	\$1,515.00	0.5	\$757.50	0.5	\$757.50
92	PERFORATED SQUARE STEEL TUBE POSTS	LF	\$15.15	200.0	\$3,030.00	200.0	\$3,030.00
93	PERFORATED SQUARE STEEL TUBE ANCHORS, SINGLE BREAKAWAY ANCHOR	EA	\$101.00	16.0	\$1,616.00	16.0	\$1,616.00
94	REMOVE AND REINSTALL TRAFFIC SIGNS	EA	\$202.00	1.0	\$202.00	1.0	\$202.00
95	REMOVE AND SALVAGE TRAFFIC SIGN ASSEMBLY	EA	\$252.50	5.0	\$1,262.50	5.0	\$1,262.50
<u>SITE WORK AND LANDSCAPING</u>							
96	HYDRAULIC SEEDING, SEEDING, FERTILIZING, AND MULCHING, TYPE 1	AC	\$3,940.00	1.65	\$6,501.00	1.65	\$6,501.00
97	HYDRAULIC SEEDING, SEEDING, FERTILIZING, AND MULCHING, BEE MIX	AC	\$4,240.00	3.25	\$13,780.00	3.25	\$13,780.00
98	HYDRAULIC SEEDING, SEEDING, FERTILIZING, AND MULCHING, TYPE 4	AC	\$2,020.00	2.35	\$4,747.00	2.35	\$4,747.00
99	SWPPP PREPARATION	LS	\$1,615.00	0.5	\$807.50	0.5	\$807.50
100	SWPPP MANAGEMENT	LS	\$4,545.00	0.5	\$2,272.50	0.5	\$2,272.50
101	FILTER SOCK, 9"	LF	\$1.50	4,750.0	\$7,125.00	4,750.0	\$7,125.00
102	FILTER SOCK, REMOVAL	LF	\$0.20	4,750.0	\$950.00	4,750.0	\$950.00
103	TEMPORARY RECP, TYPE 1	SY	\$1.20	976.5	\$1,171.80	976.5	\$1,171.80
104	TEMPORARY RECP, TYPE3	SY	\$1.50	3,283.5	\$4,925.25	3,283.5	\$4,925.25
105	RIP RAP, CLASS E	TON	\$80.80	736.5	\$59,509.20	736.5	\$59,509.20
106	SILT FENCE	LF	\$1.50	2,135.5	\$3,203.25	2,135.5	\$3,203.25
107	SILT FENCE, REMOVAL OF DEVICE	LF	\$0.05	2,135.5	\$106.78	2,135.5	\$106.78
108	STABILIZED CONSTRUCTION ENTRANCE	SY	\$40.40	33.5	\$1,353.40	33.5	\$1,353.40
109	EROSION CONTROL MULCHING, HYDROMULCHING	AC	\$1,825.00	4.4	\$8,030.00	4.4	\$8,030.00
110	INLET PROTECTION DEVICE, DROP IN	EA	\$126.25	24.5	\$3,093.13	24.5	\$3,093.13
111	INLET PROTECTION DEVICE, MAINTENANCE	EA	\$25.25	24.5	\$618.63	24.5	\$618.63
112	GATES, FIELD FENCE, 16'	EA	\$808.00	1.0	\$808.00	1.0	\$808.00
113	FIELD FENCE	LF	\$32.30	21.5	\$694.45	21.5	\$694.45
114	BIORETENTION	LS	\$95,850.00	0.5	\$47,925.00	0.5	\$47,925.00
<u>MISCELLANEOUS</u>							
115	JOINT UTILITY TRENCH, TRENCHED	LF	\$40.40		\$0.00	1,140.0	\$46,056.00
116	JOINT UTILITY TRENCH, TRENCHLESS	LF	\$43.45		\$0.00	960.0	\$41,712.00
117	HANDHOLES, TYPE IV	EA	\$1,240.00		\$0.00	33.0	\$40,920.00
118	CONSTRUCTION SURVEY	LS	\$26,775.00	0.5	\$13,387.50	0.5	\$13,387.50
119	MOBILIZATION	LS	\$102,300.00	0.5	\$51,150.00	0.5	\$51,150.00
120	MAINTENANCE OF POSTAL SERVICES	LS	\$3,795.00	0.5	\$1,897.50	0.5	\$1,897.50
121	MAINTENANCE OF SOLID WASTE COLLECTION	LS	\$4,860.00	0.5	\$2,430.00	0.5	\$2,430.00
122	CONCRETE WASHOUT	LS	\$9,775.00	0.5	\$4,887.50	0.5	\$4,887.50
CONSTRUCTION SUBTOTAL (rounded to nearest \$100 increment)					\$2,217,800.00		\$2,076,300.00
Other Project Cost - Lighting					\$ 137,500.00		\$ 137,500.00
CONSTRUCTION TOTAL					\$2,355,300.00		\$ 2,213,800.00
Construction Administration (1.5%)					\$ 35,325.00		\$ 33,200.00
Construction Observation (4.0%)					\$ 94,225.00		\$ 88,550.00
TOTAL PROJECT COST PER CITY					\$2,484,850.00		\$ 2,335,550.00
TOTAL PROJECT COST = \$2,484,850.00 + \$2,335,550.00 = \$4,820,400.00							



Memo

TO: Mayor and Council members

FROM: Mela Nisic, Human Resources Specialist

DATE: February 27, 2025

RE: Approve Pay Rate - Amanda Fielding - Crossing Guard - \$15.65/Hr - Effective 3/3/2025

SYNOPSIS:

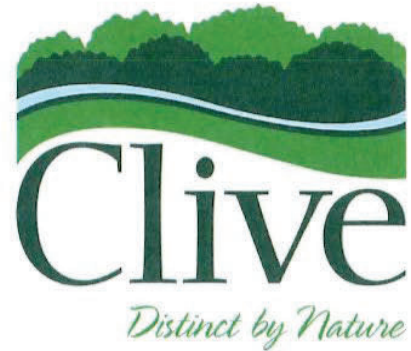
The Clive Police Department, working in conjunction with the human resources team, would recommend the approval of Amanda Fielding at \$15.65 per hour as our newest crossing guard. Amanda is replacing Rachel Cramer formerly Shonk who resigned in October 2024.

Attachments:

1. Amanda Fielding - Police - Offer Letter
2. Crossing Guard Job Description

Memo

TO: Amanda Fielding
FROM: Matt McQuillen, City Manager
DATE: February 19, 2025
RE: Employment Offer



It is my pleasure to offer you the opportunity to become the Crossing Guard for the City of Clive Police Department. This offer is contingent upon successful completion of a drug screen and physical.

I anticipate, dependent upon your acceptance, to have the recommendation before the City Council on February 27, 2025. As for all non-union staff, the Clive Personnel Policy Manual is the controlling document for employees. Your wage will initially be \$15.21/hourly. In summary, the following is proposed:

Proposed Start Date: March 3, 2025
Beginning Salary: \$15.65/hour
Employment Status: Non-Exempt
Department Head: Mark Rehberg, Police Chief
Direct Supervisor: Chris Brown, SRO

As you review the offer and our Personnel Policy Manual, please feel free to contact me with questions you may have regarding your employment. If the above is acceptable, please sign in the space provided below and return at your earliest convenience.

I look forward to you becoming part of the Community Development Team and hope your employment experience will be enjoyable and rewarding.

Amanda Fielding 2/19/25 Matt McQuillen 2/19/25
Amanda Fielding Date Matt McQuillen, City Manager Date

The offer is contingent upon the Clive City Council approval of the recommended wage rate.

POSITION

Crossing Guard

FLSA CLASSIFICATION

Non-exempt

**FACILITY AND WORK AREA**

Police Department/Designated Crosswalk

JOB SUMMARY

Under the general direction of the police lieutenant, provides safe movement of children to and from school by creating gaps in vehicular traffic so that the children may cross through the interrupted, safe gaps.

JOB FUNCTIONSExamples of Essential Job Functions

- Ensures safety of children by escorting children as they cross streets.
- Monitors traffic flow.
- Interrupts traffic as appropriate.
- Regular attendance is essential for this position.

Other Job Functions

- Attends all orientation and training meetings as required.
- Performs other duties as apparent or assigned.
- Prepares reports as required.

PHYSICAL AND ENVIRONMENTAL CHARACTERISTICSRequired Physical Activities

Sitting, standing, kneeling, reaching, climbing, walking, fingering, talking, watching, hearing, repetitive motions.

Physical Characteristics of the Job

Light work requiring exertion of up to twenty (20) pounds of force occasionally and up to ten (10) pounds of force frequently.

Environmental Conditions

The work is performed outside and includes seasonal exposure to heat and cold. The work may expose employees to unpleasant social situations, significant workplace pressures, and at times, irregular work hours.

EQUIPMENT AND MATERIALS USED

Reflective vest or apparel, hand-held traffic directing placards, seasonally appropriate clothing and footwear.

EMPLOYMENT STANDARDS

Required Knowledge, Skills and Abilities

- Ability to think logically and follow one or two step instructions; routine, repetitive tasks.
- Ability to understand and follow verbal or demonstrated instructions, write identifying information and request supplies verbally or in writing.
- Sound judgment and decision-making abilities.
- Knowledge of traffic laws and how they pertain to pedestrians.
- Endure long periods of standing and walking.
- Intermittent periods of talking and hearing.
- Constant dexterity, talking, hearing, concentration and judgment.
- Constant use of near and far sight acuity, depth perception, color vision and field of vision.
- Exposure to outside weather conditions of extreme cold, heat and humidity.
- Constant (moving) traffic hazards.
- Moderate exposure to dirt and dust.
- Rare exposure to odors.
- Constant wearing of reflective vest apparel.
- Ability to perform all job duties safely and in accordance with applicable rules, guidelines, policies and training.

Education, Training and Experience

Education Required High school diploma or equivalent is suggested.

Experience Required None.

Qualifications Shall possess elementary understanding of pedestrian traffic laws.

The City of Clive retains the authority to change the job duties included in this job description at any time. The list of duties is not exhaustive and various requirements are subject to possible modification as a reasonable accommodation for a qualified individual.



Memo

TO: Mayor and Council members

FROM: Mela Nisic, Human Resources Specialist

DATE: February 27, 2025

RE: Resolution Approving to Amend All Job Descriptions and for Various Full-time, Part-time, and Seasonal Positions.

SYNOPSIS:

Staff is recommending the approval to amend all job descriptions to include an education requirement of a high school diploma or equivalent to include HiSET for all positions with the City of Clive. Staff are also requesting to amend the Deputy City Clerk job description. The updates are intended to reflect a true representation of tasks and duties for the positions.

Attachments:

1. Resolution Amending Job Descriptions HiSET Feb 2025
2. Deputy City Clerk Job Description

RESOLUTION NO. _____

RESOLUTION APPROVING TO AMEND ALL JOB DESCRIPTIONS AND THOSE FOR
VARIOUS FULL-TIME, PART-TIME, AND SEASONAL POSITIONS

WHEREAS, as an ongoing personnel matter, the City of Clive is desirous of amending all job descriptions that have an education requirement of a high school diploma or equivalent to include HiSET for positions with the City of Clive.

WHEREAS, the City has prepared job descriptions for the positions with the City of Clive.

WHEREAS, after reviewing such job descriptions, the City Council desires to approve such job descriptions.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

All job descriptions and those presented to the City Council on this date are hereby approved by the City Council.

PASSED AND APPROVED this 27th day of February 2025.

John Edwards, Mayor

ATTEST:

Matthew D Graham, City Clerk

POSITION

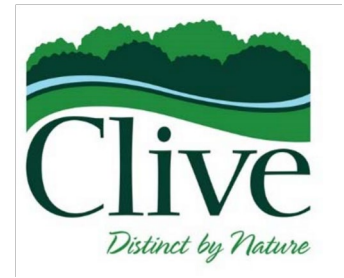
Deputy City Clerk

FLSA CLASSIFICATION

Non-Exempt

FACILITY AND WORK AREA

City of Clive City Hall Administrative Offices

**JOB SUMMARY**

Under the administrative direction of the City Clerk, performs administrative, financial, office, and clerical duties. In the absence of the City Clerk, collaborates with the Director of Administrative Services to oversee the performance of Administrative Services office staff. Responsible for assisting in the training of the departmental staff and maintaining standards of excellence necessary to ensure compliance with local, state, and federal regulations and to provide services to the community in the most effective and efficient manner. In the absence of the City Clerk, performs duties as Acting City Clerk, including overseeing records management, City Council proceedings, and other statutory responsibilities; and performs other duties as required.

JOB FUNCTIONS**Examples of Essential Job Functions:**

- Serves as a receptionist and primary point of contact for citizens, directing inquiries and assisting with municipal services for those contacting or visiting City Hall.
- Addresses citizen inquiries, comments, or complaints; communicates with the citizens and other employees personally, over the telephone, by email, or in writing.
- Performs data entry, word processing, proofreading, filing, scanning, and other clerical duties as directed; reviews information for completeness, enters data, and prepares reports.
- Serves as a primary backup to City Utility Billing Department, assisting customers with payments, account inquiries, and service requests.
- Instruct residents moving into or within the city of procedures necessary to obtain various services; communicates necessary service order instructions to the appropriate department.
- Processes payments for city services, issues receipts, and reconciles daily transactions, in addition to receipting funds received from all departments into the financial system.
- Monitors and accepts payments for parking tickets, schedules hearing dates and tracks tickets for non-payment.
- Maintains adequate office supplies in accordance with the purchasing policy.
- Performs duties pertaining to confidential data and information.
- Maintains paper and electronic city records in compliance with record retention policies and open records laws.
- Ability to act as the recording clerk for various meetings as directed and prepare minutes and/or assists in the preparation of the minutes.
- As directed and in the absence of the City Clerk, assemble City Council packets for distribution to elected officials, staff, and media. Timely post agendas prior to City Council meetings; attends and takes minutes at City Council meetings. Timely publishes Council Meeting Minutes, official City Bill Lists, and financial data as required by law.
- Assumes responsibilities of the City Clerk in their absence, including preparing official documents,

maintaining records, and ensuring compliance with Iowa Code Chapter 22. Maintains roster and contact information of elected officials, as well as boards and commissions.

- Assists in the preparation of various financial reports.
- Assists in Recording documents with County Recorders, including ordinances, resolutions, easements, deeds, final plats, etc.
- Receives, processes, and issues certain permits and licenses under the general direction of the City Clerk.
- Assists City Clerk with the publication and codification of ordinances and maintenance of the official Code of Ordinances.
- Assists with maintaining the City of Clive and the Department of Administrative Services website.

Other Job Duties:

- Assists other City departments as directed.
- Ensures proper maintenance and operation of equipment in the city administrative offices.
- Attends workshops, conferences, and seminars as approved to further develop knowledge, skills, and abilities to maintain, enhance, or achieve certification in various areas of expertise.
- Assists with the preparation of studies, reports, and related information for decision making purposes; conducts research to assist supervisor in making recommendations regarding proposals for programs, services, budget, and policy making.
- Performs other duties or assumes other responsibilities as apparent or assigned.

PHYSICAL AND ENVIRONMENTAL CHARACTERISTICS

Required Physical Activities:

Climbing, balancing, stooping, kneeling, crouching, crawling, reaching, standing, sitting, walking, pushing, pulling, lifting, grasping, feeling, hearing, talking.

Physical Characteristics of the Job:

This position involves prolonged periods of sitting, standing, and computer use, requiring exertion of up to fifty (50) to one hundred (100) pounds of force occasionally, and/or twenty-five (25) to fifty (50) pounds of force frequently, and/or ten (10) to twenty (20) pounds of force constantly.

Environmental Characteristics:

The work is performed primarily indoors in an office setting. Occasionally, as needed for emergency responses, outside work may be required that includes seasonal exposure to cold and heat. The worker is also exposed to darkness or poor lighting, awkward/confining workspace, dirt/dust, fumes/odors, isolation, noise, moving machinery, mechanical hazards, visual strain, wetness/humidity, traffic hazards, firearms, and bodily injury. Also, the work may expose the employee to unpleasant social situations, significant work pace pressure and irregular work hours.

Equipment and materials used:

Network computer, personal computer, laptop computer, computer printer, document scanner, general office equipment, typewriter, calculator, dictionary, personnel policy manual, Code of Iowa, Clive City Code, telephone, mobile radio/phone, fax machine, copier machine.

EMPLOYMENT STANDARDS

Required Knowledge, Skills, and Abilities:

- Ability to follow written, verbal, or diagrammatic instructions with several concrete variables.
- Ability to evaluate technical data and perform arithmetic calculations involving fractions, decimals, and percentages.
- Ability to draft and edit notices for publication, resolutions, ordinances, and official city documents.
- Ability to review and process/file deeds, easements, contracts, 28E agreements, and other legal documents.
- Ability to engage in significant public interaction and customer service.
- Understanding of municipal government structure, functions, and operational challenges; knowledge of the principles and methods of public administration, Iowa open records and open meetings laws, and public finance.
- Ability to utilize computers for financial, database, document imaging, and word processing functions.
- General knowledge of the principles, practices, liabilities, and methods of staff supervision and direction.
- General knowledge of municipal, county, state, and federal community-related statutes.
- Ability to develop policies, plans, and procedures.
- Knowledge of the principles and practices of municipal accounting, auditing, taxation, budgetary processes, and revenue management.
- Ability to perform all job duties safely and in accordance with applicable rules, guidelines, policies, and training.

EDUCATION, TRAINING, AND EXPERIENCE

Required Education:

A bachelor's degree in accounting, finance, public administration, or equivalent combination of education and relevant public service experience.

Required Experience:

At least two years of related experience in public service.

Preferred Experience:

Experience with municipal software systems such as Laserfiche, Caselle, MiViewPoint, and Xpress Bill Pay, or similar applications.

Required Training:

If not already a Certified Municipal Clerk, the ability to achieve and maintain the Certified Municipal Clerk designation within three years of employment.

The City of Clive retains the authority to change the job duties included in this job description at any time. The list of duties is not exhaustive, and various requirements are subject to possible modification as a reasonable accommodation for a qualified individual.



Memo

TO: Mayor and Council members

FROM: Jeff May, Public Works Director

DATE: February 27, 2025

RE: Public Hearing - Alice's Road Reconstruction Project - Phase 1A -
Property Acquisitions

SYNOPSIS:

This Public Hearing is continued from the 2/13/25 Council meeting.

The 2025 CIP includes the Alice's Road Reconstruction Project– Phase 1A (Horizon to south of Dellwood). The construction of the project will require the City to acquire easements and ROW from five property owners. The City is working to acquire the necessary easements and ROW.

The project has a tight schedule and to complete the project in 2025 there cannot be any delays in the start of the project. We have acquired all easements and ROW for this project. The use of eminent domain will not be needed and there is no need to approve this resolution. No action is needed on the attached Resolution at this time.

Please feel free to contact me prior to the meeting at 223-6231 or jmay@cityofclive.com if you have any questions or concerns.

Attachments:

1. Resolution - 02-27-25 - Alice's Road Reconstruction Project - Phase 1A - Eminent Domain

**A RESOLUTION APPROVING AND AUTHORIZING A PUBLIC
IMPROVEMENT PROJECT TO CONSTRUCT THE ALICE'S
ROAD IMPROVEMENTS PHASE 1A PROJECT AND TO ACQUIRE
LAND FOR THE PROJECT BY PURCHASE, AND, IF NECESSARY,
TO AUTHORIZE THE USE AND ACQUISITION OF PROPERTY
BY EMINENT DOMAIN**

WHEREAS, under the provisions of Chapter 6B of the Iowa Code, a governmental body which proposes to acquire land under power of eminent domain for a public improvement project is required to give notice of intent to commence the project to all owners of such land whose properties may be acquired in whole or in part for the project (See Sections 6A.21(a) and 6B.2A of the Iowa Code); and

WHEREAS, under the provisions of 6B.2D of the Iowa Code, the acquiring agency is required to give notice of a hearing to each property owner, contract purchaser of record and any tenant known to be occupying the property prior to the date of the meeting at which such proposed authorization will be considered; and

WHEREAS, on January 9, 2025, the Clive City Council set the time and place for a public hearing on February 13, 2025 at 6:00 P.M. at which time persons interested in the following described project may present their views and objections regarding the commencement and location of the proposed project, and regarding the proposed acquisition of property interests for the project by purchase or eminent domain, which project is to be known as the ALICE'S ROAD IMPROVEMENTS PHASE 1A PROJECT. This project is further described as follows:

This project consists of reconstruction and widening of Alice's Road from a two-lane rural section to a four-lane boulevard section from south of NW Horizon Drive to south of NW Dellwood Drive, including PCC pavement, PCC trail, underground utilities, erosion control, and surface restoration.

WHEREAS, due notice of the proposed project was given as provided by law, setting forth the time and place for hearing on the proposal and to authorize the acquisition of property and property interests through negotiation, or if necessary, the used of eminent domain; and

WHEREAS, the Clive City Council having held the hearing in accordance with the notice to receive and consider input regarding the commencement of the proposed public improvement project and the acquisition of property interests for this project by purchase or, if necessary, eminent domain; and

WHEREAS, in accordance with Iowa Law, those interested in this proposed project, both for and against, have been given an opportunity to be heard with respect thereto and have presented their views to the Clive City Council.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE:

- (a) That all objections and endorsements having been fully reviewed and considered, the hearing providing the opportunity for public input on the questions of the proposed public improvement and to authorization of the acquisition of property and property interests by purchase, or if necessary the use of eminent domain for the project is hereby concluded and closed.
- (b) That the proposed Alice's Road Improvements Phase 1A Project is hereby approved and the City shall proceed accordingly.
- (c) That acquisition of private property and all property interests for this project, including acquisition by eminent domain (condemnation) if necessary, is hereby authorized.

PASSED AND APPROVED THIS 13th day of February 2025.

John Edwards, Mayor

ATTEST:

Matthew D. Graham, City Clerk



Memo

TO: Mayor and Council members

FROM: Jonathan Cygan, Civil Engineer

DATE: February 27, 2025

RE: Public Hearing - Forest Ave Water Main Replacement

SYNOPSIS:

Bids for the above referenced project were received on February 18, 2025. The project scope will include water main replacement along Forest Avenue between Elmcrest Drive and Indian Hills Drive. This portion of the distribution network has consistently experienced breaks. Work is scheduled to commence and be completed while school is out of session in the 2025 construction season. A breakdown of the bids received is as follows:

Engineer's Opinion of Probable Cost	\$300,220.00
Absolute Group	\$388,066.50
OnTrack Construction	\$421,550.00
Graff Excavating	\$508,431.00

Bids came in above the engineer estimate with the lowest bid being approximately 29 percent higher. After examining the bid tab unit rates across all items were consistently above the estimate. Given the limited scope of the project, along with the prescribed timeframe to complete the work while school is out of session, it is believed that these factors lead to both higher bids and less bidders. Rebidding the project will likely not lead to lower unit rates in the bids unless the scope of the project is greatly expanded.

City staff recommend accepting the low bid from Absolute Group in the amount of \$388,066.50. Absolute Group have performed previous work in Clive and believe that Absolute Group can complete the work outlined in the construction documents.

Please feel free to contact me at 515-223-6231 prior to the meeting if you have any questions or concerns.

Attachments:

None



Memo

TO: Mayor and Council members

FROM: Jonathan Cygan, Civil Engineer

DATE: February 27, 2025

RE: Resolution Approving Plans and Specs

SYNOPSIS:

Approval of Plans and Specs for the Forest Avenue Water Main Replacement Project

Attachments:

1. Resolution - Plans

RESOLUTION NO. _____

RESOLUTION APPROVING PLANS, SPECIFICATIONS, FORM OF
CONTRACT AND ESTIMATE OF COSTS FOR THE
FOREST AVENUE WATER MAIN REPLACEMENT PROJECT

WHEREAS, on the _____ day of _____, 2025, plans, specifications, a form of contract and an estimate of costs were filed with the City of Clive, Iowa, for the Forest Avenue Water Main Replacement Project (the "Project"); and

WHEREAS, notice of hearing on said plans, specifications, form of contract and estimate of costs was published, and a public hearing has been held thereon

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY
OF CLIVE, IOWA:

That the said plans, specifications, form of contract and estimate of costs for the Project are hereby approved and adopted.

PASSED AND APPROVED THIS _____ day of _____, 2025.

By: _____
John Edwards, Mayor

ATTEST:

By: _____
Matthew D. Graham, City Clerk



Memo

TO: Mayor and Council members
FROM: Jonathan Cygan, Civil Engineer
DATE: February 27, 2025
RE: Receipt of Bids

SYNOPSIS:

Bids were received for the Forest Avenue Water Main Replacement on February 18, 2025.

Attachments:

1. Bid Tab - Forest WM

BID TABULATION FORM
PROJECT: FOREST AVE WATER MAIN REPLACEMENT PROJECT
BIDS RECEIVED: FEBRUARY 18, 2025

				Engineer's Opinion of Probable Construction Cost		Absolute Group Granger, IA 10% Bid Bond		OnTrack Construction Nevada, IA 10% Bid Bond		Graff Excavating Toledo, IA 10% Bid Bond	
ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE
1	CLEARING AND GRUBBING	1	LS	\$ 1,000.00	\$ 1,000.00	\$ 1,500.00	\$ 1,500.00	\$ 2,500.00	\$ 2,500.00	\$ 10,000.00	\$ 10,000.00
2	OFF-SITE TOPSOIL, 8"	370	CY	\$ 37.00	\$ 13,690.00	\$ 52.50	\$ 19,425.00	\$ 65.00	\$ 24,050.00	\$ 70.00	\$ 25,900.00
3	CLASS 10 EXCAVATION	370	CY	\$ 25.00	\$ 9,250.00	\$ 26.00	\$ 9,620.00	\$ 25.00	\$ 9,250.00	\$ 25.00	\$ 9,250.00
4	COMPACTION TESTING	1	LS	\$ 2,000.00	\$ 2,000.00	\$ 3,275.00	\$ 3,275.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00	\$ 3,000.00
5	WATER MAIN, TRENCHED, PVC, 6"	20	LF	\$ 60.00	\$ 1,200.00	\$ 170.50	\$ 3,410.00	\$ 125.00	\$ 2,500.00	\$ 120.00	\$ 2,400.00
6	WATER MAIN, TRENCHED, PVC, 8"	953	LF	\$ 60.00	\$ 57,180.00	\$ 65.50	\$ 62,421.50	\$ 69.00	\$ 65,757.00	\$ 113.00	\$ 107,689.00
7	FITTING, DUCTILE IRON, MECHANICAL JOINT	900	LB	\$ 10.00	\$ 9,000.00	\$ 14.00	\$ 12,600.00	\$ 28.00	\$ 25,200.00	\$ 7.50	\$ 6,750.00
8	WATER SERVICE STUB	18	EA	\$ 830.00	\$ 14,940.00	\$ 2,175.00	\$ 39,150.00	\$ 1,500.00	\$ 27,000.00	\$ 650.00	\$ 11,700.00
9	WATER SERVICE PIPE, COPPER, 1"	640	LF	\$ 54.00	\$ 34,560.00	\$ 20.50	\$ 13,120.00	\$ 73.50	\$ 47,040.00	\$ 110.00	\$ 70,400.00
10	VALVE, DI MJ GATE, RESILIENT WEDGE WITH BOX 8"	4	EA	\$ 2,500.00	\$ 10,000.00	\$ 3,125.00	\$ 12,500.00	\$ 2,750.00	\$ 11,000.00	\$ 2,400.00	\$ 9,600.00
11	ALTERNATE FIRE HYDRANT ASSEMBLY	2	EA	\$ 7,000.00	\$ 14,000.00	\$ 9,775.00	\$ 19,550.00	\$ 7,825.00	\$ 15,650.00	\$ 7,000.00	\$ 14,000.00
12	FIRE HYDRANT ASSEMBLY REMOVAL	2	EA	\$ 750.00	\$ 1,500.00	\$ 2,650.00	\$ 5,300.00	\$ 2,300.00	\$ 4,600.00	\$ 1,000.00	\$ 2,000.00
13	VALVE BOX REMOVAL	2	EA	\$ 200.00	\$ 400.00	\$ 325.00	\$ 650.00	\$ 385.00	\$ 770.00	\$ 200.00	\$ 400.00
14	EMERGENCY EXISTING WATER MAIN SPOT REPAIR	3	EA	\$ 3,000.00	\$ 9,000.00	\$ 4,950.00	\$ 14,850.00	\$ 7,950.00	\$ 23,850.00	\$ 1,000.00	\$ 3,000.00
15	DRIVEWAY REMOVAL, PCC	269	SY	\$ 10.00	\$ 2,690.00	\$ 39.00	\$ 10,491.00	\$ 30.00	\$ 8,070.00	\$ 15.00	\$ 4,035.00
16	REMOVAL OF SIDEWALK	429	SY	\$ 10.00	\$ 4,290.00	\$ 16.00	\$ 6,864.00	\$ 12.00	\$ 5,148.00	\$ 15.00	\$ 6,435.00
17	SIDEWALK, PCC, 4"	502	SY	\$ 45.00	\$ 22,590.00	\$ 57.00	\$ 28,614.00	\$ 56.50	\$ 28,363.00	\$ 90.00	\$ 45,180.00
18	SIDEWALK, PCC, 6"	12	SY	\$ 65.00	\$ 780.00	\$ 80.00	\$ 960.00	\$ 67.00	\$ 804.00	\$ 90.00	\$ 1,080.00
19	DETECTABLE WARNING	20	SF	\$ 55.00	\$ 1,100.00	\$ 58.00	\$ 1,160.00	\$ 45.00	\$ 900.00	\$ 50.00	\$ 1,000.00
20	PCC DRIVEWAY, 6"	269	SY	\$ 65.00	\$ 17,485.00	\$ 70.00	\$ 18,830.00	\$ 81.00	\$ 21,789.00	\$ 95.00	\$ 25,555.00
21	DRIVEWAY, GRANULAR	269	SY	\$ 15.00	\$ 4,035.00	\$ 18.00	\$ 4,842.00	\$ 21.00	\$ 5,649.00	\$ 18.00	\$ 4,842.00
22	FULL DEPTH PATCHES	200	SY	\$ 115.00	\$ 23,000.00	\$ 150.00	\$ 30,000.00	\$ 112.00	\$ 22,400.00	\$ 125.00	\$ 25,000.00
23	TEMPORARY TRAFFIC CONTROL	1	LS	\$ 1,000.00	\$ 1,000.00	\$ 6,275.00	\$ 6,275.00	\$ 5,560.00	\$ 5,560.00	\$ 5,000.00	\$ 5,000.00
24	SODDING	150	SQ	\$ 77.00	\$ 11,550.00	\$ 91.00	\$ 13,650.00	\$ 75.00	\$ 11,250.00	\$ 95.00	\$ 14,250.00
25	WATTLE, 9"	900	LF	\$ 2.50	\$ 2,250.00	\$ 1.75	\$ 1,575.00	\$ 2.00	\$ 1,800.00	\$ 1.90	\$ 1,710.00
26	WATTLE, 9", MAINTENANCE AND REMOVAL	900	LF	\$ 0.50	\$ 450.00	\$ 0.45	\$ 405.00	\$ 0.50	\$ 450.00	\$ 0.50	\$ 450.00
27	PRIMARY SLURRY CONTROL	1	LS	\$ 250.00	\$ 250.00	\$ 2,300.00	\$ 2,300.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
28	INLET PROTECTION DEVICE, DROP-IN, INSTALLATION	8	EA	\$ 250.00	\$ 2,000.00	\$ 161.00	\$ 1,288.00	\$ 150.00	\$ 1,200.00	\$ 200.00	\$ 1,600.00
29	INLET PROTECTION DEVICE, MAINTENANCE AND REMOV	8	EA	\$ 10.00	\$ 80.00	\$ 27.00	\$ 216.00	\$ 25.00	\$ 200.00	\$ 30.00	\$ 240.00
30	EROSION CONTROL MULCHING	0.7	ACRE	\$ 2,000.00	\$ 1,400.00	\$ 3,000.00	\$ 2,100.00	\$ 3,000.00	\$ 2,100.00	\$ 3,100.00	\$ 2,170.00
31	CONSTRUCTION SURVEY	1	LS	\$ 1,000.00	\$ 1,000.00	\$ 6,050.00	\$ 6,050.00	\$ 5,950.00	\$ 5,950.00	\$ 7,000.00	\$ 7,000.00
32	MOBILIZATION	1	LS	\$ 20,000.00	\$ 20,000.00	\$ 23,000.00	\$ 23,000.00	\$ 31,150.00	\$ 31,150.00	\$ 80,000.00	\$ 80,000.00
33	MAINTENANCE OF POSTAL SERVICE	1	LS	\$ 500.00	\$ 500.00	\$ 3,500.00	\$ 3,500.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
34	CONCRETE WASHOUT	1	LS	\$ 2,000.00	\$ 2,000.00	\$ 475.00	\$ 475.00	\$ 1,000.00	\$ 1,000.00	\$ 3,000.00	\$ 3,000.00
35	MAILBOXES, REMOVE AND REPLACE	18	EA	\$ 225.00	\$ 4,050.00	\$ 450.00	\$ 8,100.00	\$ 200.00	\$ 3,600.00	\$ 100.00	\$ 1,800.00
TOTAL CONSTRUCTION COST					\$ 300,220.00		\$ 388,066.50		\$ 421,550.00		\$ 508,431.00

Error Corrected by Engineer



Memo

TO: Mayor and Council members

FROM: Jonathan Cygan, Civil Engineer

DATE: February 27, 2025

RE: Resolution Awarding Contract - Absolute Group - \$388,066.50

SYNOPSIS:

The CIP includes \$300,000 for the replacement of the Forest Avenue Water Main.

Bids for the Forest Avenue Water Main Replacement project were received on February 18, 2025. The project scope will include water main replacement along Forest Avenue between Elmcrest Drive and Indian Hills Drive. This portion of the distribution network has consistently experienced breaks. Work is required to commence and be completed while school is out of session in the 2025 summer construction season. A breakdown of the bids received is as follows:

Engineer's Opinion of Probable Cost	\$300,220.00
Absolute Group	\$388,066.50
OnTrack Construction	\$421,550.00
Graff Excavating	\$508,431.00

Bids came in above the engineer's estimate with the lowest bid being approximately 29 percent higher. After examining the bid tab unit prices across all items were consistently above the estimate. Given the limited scope of the project and the requirement that the work cannot be started until after school is out of session in the spring and must be completed before school starts in August, it is believed that these factors lead to both higher bids and less bidders. Rebidding the project will likely not lead to lower unit prices in the bids unless the scope of the project is greatly expanded.

The additional funding needed for this project will come from existing water funds.

City staff recommends awarding the project to the Absolute Group in the amount of \$388,066.50. Absolute Group has performed previous work in Clive and staff believes that the Absolute Group can complete the work outlined in the construction documents.

Attachments:

1. Resolution - Award

RESOLUTION NO. _____

RESOLUTION AWARDDING CONTRACT FOR THE
FOREST AVENUE WATER MAIN REPLACEMENT PROJECT

WHEREAS, the plans, specifications, form of contract and estimate of costs for the Forest Avenue Water Main Replacement Project (the "Project") have previously been approved; and

WHEREAS, the Notice to Bidders for the taking of bids for the Project has been published, the bids have been received and opened at a public meeting, and the results of such bids have been considered at a public hearing.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

That the bid in the sum of \$388,066.50 by Absolute Group for the Project, as described in the plans and specifications adopted by the City of Clive be and hereby is accepted, the same being the lowest responsible bid received.

That the City Manager is hereby authorized and directed to obtain the necessary executed contracts, bonds and certificates of insurance for the Project as described in the plans and specifications therefore, and that upon receipt of the same in accordance with said plans and specifications, the Mayor is hereby authorized and directed to execute said documents on behalf of the City of Clive, Iowa, the same being hereby approved and accepted by this City Council; and the City Clerk is hereby authorized and directed to attest to the signature of the Mayor thereon.

PASSED AND APPROVED THIS _____ day of _____, 2025.

By: _____
John Edwards, Mayor

ATTEST:

By: _____
Matthew D. Graham, City Clerk



Memo

TO: Mayor and Council members

FROM: Elizabeth Hansen, Director of Administrative Services

DATE: February 27, 2025

RE: FY 2025-26 Budget Workshop #2 - Trust & Agency and General Fund

SYNOPSIS:

Included in the packet are the materials and presentation to discuss the first component of the City Manager's Proposed Budget for FY 2025-26. The workshop's focus will be the proposed FY 2025-26 Budget for the General Fund and Trust & Agency funds for the City. Included in the packet below is a City Manager's Memo along with a copy of the presentation that will be given during the meeting. Following those two documents are a series of appendices that provide more detail and background for the proposed budget.

The City Manager looks forward to the discussions on the budget and City Council direction and feedback.

Attachments:

1. Budget Workshop #2 Presentation 2-27-25
2. 0 - General Fund Budget Memo FY 25-26
3. 1 - Trust & Agency Fund Summary FY 25-26
4. 2 - General Fund Summary FY 25-26
5. 3 - Admin Services Budget Memo
6. 4 - Police Budget Memo FY25-26
7. 5 - Fire Budget Memo FY 25-26
8. 6 - Leisure Services Budget Memo FY 25-26
9. 7 - Comm Dev Budget Memo FY 25-26
10. 8 - Tech Services Budget Memo FY25-26
11. 9 - Property Tax Rollback History
12. 10 - FY 2026 City Taxpayer Comparison
13. 11A - FY26 General Fund Revenues Detail
14. 11B - FY26 General Fund Expenditures Detail
15. 12 - HF718 Projections
16. 13 - Co Auditor Budget Statement to Taxpayers

Proposed FY 25-26 Budget Presentation General Fund Trust & Agency Fund

Matt McQuillen, City Manager

Elizabeth Hansen, Director of Administrative Services

Clive Department Directors

Financial Strategies

Property Taxes

- Maintain the overall rate to \$9.92; reducing the General Fund rate to \$6.94, reducing the Trust & Agency rate to \$1.40, and increasing the Debt Service rate by \$0.10 to \$1.58

General Fund

- Maintain cash reserves to protect against negative tax assessments, further property tax limitation legislation and phase out of commercial property tax backfill
- Target 25% cash balance reserves, a floor of 20%, and a ceiling of approximately 30%

Trust & Agency

- Maintain sufficient cash reserves to protect against health insurance cost increases and work on health insurance plan design to mitigate future expenses.
- If the cash balance is sustained, consider transferring expenses from General Fund as needed due to property tax law limitations impacting the General Fund.

Strategic Plan Priorities



Top and High Priorities Reflected in the Budget

- ✓ **Financial “Dip” Plan**
- ✓ **Framework for Clive’s Regional Role for the Future**
- ✓ **Greenbelt Landing Project**
- ✓ **Comprehensive Financial Policy and Strategy**
- ✓ **Hickman Road/I-35 Interchange Project**
- ✓ **Alice’s Road Corridor**
- ✓ **Rental Housing Registration and Inspection Program**
- ✓ *Grant Funding Strategy*
- ✓ **Accessory Dwelling Units**
- ✓ **Harbach Center Vision and Operations**
- ✓ **Leisure Services Sign-up System**

Trust & Agency Fund – Key Issues

1) Revenues

- Taxable valuation growth not limited by the new legislation, unlike the General Fund
- Revenues from State Property Tax Backfill
- Levy went from \$1.34 to \$1.59 in FY 16-17, transferred \$0.15 of levy authority from T&A Fund to General Fund to get to the \$1.44 rate. In FY 24-25, the levy rate was reduced to \$1.43. We are proposing to reduce the levy rate to \$1.40 for FY 25-26.

2) Expenditures

- Proposing to move the IPERS pension for the allowed employees from the General fund to Trust & Agency fund.
- Budgeting a 2.5% increase in health insurance costs for FY 25-26, health insurance claims are trending positively versus premiums, and we expect a premium increase below 2.5%.
- Retiree insurance decreases due to a drop in participation
- 58% for insurance programs, 42% for Police and IPERS pensions

Even with the stable Trust & Agency Fund, the tax rate of \$1.40 will need to be closely monitored in the future.

General Fund – FY 23-24 Actual

- 1) Revenues – Increased \$1,131,000 (+4.9% from budgeted)
 - Interest income, building permit fees, Medicaid reimbursements, and solid waste revenues, which are offset by the expenses.
- 2) Expenditures – Decreased \$736,038 (-4%)
 - Spent 97% of what was budgeted
 - \$503,000 less in salaries, benefits and pension
 - \$97,000 fewer contractual expenses in the Facility Maintenance and City Hall Operations
 - \$74,000 less in the Planning and Building Program
 - \$49,000 less for Westcom due to a variance in the budget estimate.
 - \$49,000 less in IT Program costs due to some expenses not purchased.
 - \$43,000 less in Hotel/Motel expenses due to less taxes received.
- 3) Financial Position/Cash Balance
 - Original Budget = \$329,000 use of cash reserves
 - Actual/Audited = \$959,318 surplus

Cash balance as % of Expenditures = 36.2% Approved Budget, 52.5% Actual

General Fund – FY 24-25 Revised



- 1) Revenues – Increase of \$3,000,000 (+12.3%)
 - Reallocation of ARPA funding received
- 2) Expenditures – Increase of \$3,976,000 (+15.9%)
 - \$4,069,000 increase in transfers out
 - for a fire engine, reallocation of the ARPA funding for the Flood Prone Property Buyout Program, and reallocation of the General Fund's portion of the General Property and Liability policy premium expense.
 - \$172,000 increased salaries due to overtime needs in the police department.
 - \$131,000 increase in solid waste expenses, which is covered by corresponding revenues.
 - An increase of \$46,000 for fire and EMS program expenses, which will be covered by revenues generated from the program.
 - An increase of \$46,000 for finance administration for bond issuance costs.
- 3) Financial Position/Cash Balance
 - Original Budget = \$549,000 use of cash reserves
 - Revised Budget = \$1,540,000 use of cash reserves

Cash balance as % of Expenditures = 40.4% Approved Budget, 36.7% Revised

General Fund – Overview

- 1) Main Operating Fund of the City of Clive
- 2) Provides for primary governmental activities
 - Public Safety, Public Works, Health & Social Services, Culture & Recreation, Community & Economic Development and General Government
- 3) Current FTE count: 143.2
 - The current year included two additional Public Works Ops Specialists (funded by RUT and Sewer Utility)
 - Proposed Recreation seasonal staff becoming Permanent Part-time – not increasing hours (+2 FTE)
 - No additional staff or promotions are being proposed at this time.
- 4) Total City of Clive Property Tax Levy = \$9.92
 - General Fund Tax Levy = Reduce from \$7.01 to \$6.94 (57% of total)

Administrative Services

- ❖ Provides official municipal services for Clive (Finance/Human Resources/City Clerk)
- ❖ 9 full-time positions

Current Trends and Issues (Budget Memo)

- Many short-term initiatives (2025 Partial Special Census, completion of union negotiation, the FY25 audit, the FY 25-29 CIP, the FY 25-26 budget, 2 bond issuances, staff training programs, employee handbook updates, clean up and rate adjustments of utility accounts and implementation of the ERU policy)

No Significant Budget Requests for FY 25-26

Fire

- ❖ Provides Fire and EMS services for Clive
- ❖ 20 full-time and approximately 30 part-time positions

Current Trends and Issues (Budget Memo)

- Employee Recruitment, Retention, and Staffing
- Service Delivery Collaborations (Urbandale and Westside)
- Vehicle Maintenance and Repair

Significant Budget Requests for FY 25-26

- The replacement of Ambulance A103, ordered for delivery and is scheduled for payment in FY 25-26 for \$593,000
 - \$20,000 for the replacement of an EMS Training Mannequin.
-
- ❖ 28E Truck Sharing and Maintenance Agreement with Urbandale

Police

- ❖ Primary law enforcement agency for Clive
- ❖ 29 full-time sworn, 3 full-time civilian, and 4 part-time civilian positions
- ❖ Added 29th sworn officer last year - CIT – Funded by Heart of Iowa

Current Trends and Issues (Budget Memo)

- Training and vehicle repairs (\$10,000 increase)

Significant Budget Requests for FY 25-26

- Replace one Patrol vehicle (including setup and warranty) at \$52,000
- Replace three unmarked vehicles for \$134,000
- Lease of the flock cameras for \$30,000

Crisis Intervention Team Status/Options

- Current 28E/Funding Status thru December 2026
- Status Quo, Partner, In-House, Eliminate

Leisure Services

- ❖ 25 full-time, 6.5 FTE part-time equivalents (Library) and 100+ seasonal
- ❖ Proposing +2 FTE permanent part-time recreation positions – transfer hours from seasonal recreation hours. Not an increase in hours, budget or increase costs for programs.

Current Trends and Issues (Budget Memo)

- Trail Repairs
 - 73rd Street to 100th Street
 - 114th Street to Campbell Bridge
- Recreation Registration Software
- Swimming Lesson Scholarship Program

Leisure Services



Significant Budget Requests for FY 25-26

- NEW – Equipping a Pickup with blade, sander, and tommy lift - \$20,000
- NEW – Polaris Ranger for Natural Resource Team - \$27,000
- REPLACE – Zero Turn Mower - \$22,000
- REPLACE – 3/4 Ton Truck Damaged in Crash - \$43,000 (to cover shortfall in insurance)
- Annual Park and Trail signage replacements - \$30,000
- Huntington Ridge Playground and Wildwood Park Pickleball Re-surfacing - \$324,000
- Annual Aquatic Center Replacement/Maintenance - \$81,000
 - Re-shingling the pump building
 - Filter Sand Replacement for the Lap Pool
 - Lounge Chair Replacements
 - Concession Window Replacement
 - Painting the Lazy River
 - Pit Valve Replacement

Leisure Services



Harbach Center Operations and Programming (\$238,000 FY 25-26)

- Expanded hours starting in July 2024
 - January 2025
- Open six days and 20+ hours per week
- Rentals and Special Events
 - 67 Rentals
 - Library events
 - 136 Adult and Children Events
 - 2,500+ people
 - Recreation events
 - 6 events
 - 800+ people
- Library
 - 260 checkouts per month
 - Approx 17 people per day
- Recreation
 - Free membership for Rec Bay
 - 550+ memberships since July
 - Approx 13 people per day for open recreation time, growing each month
 - New equipment and activities

Community Development

- ❖ Provides development activity oversight for Clive
- ❖ 8 full-time positions, one part-time position

Current Trends and Issues (Budget Memo)

- Development Review Facilitation
- University Boulevard Flood Mitigation Plan: Implementation
- Updating Rental Housing Code-Zoning Ordinance- ADU's
- Water Resources Support

No Significant Budget Requests for FY 25-26

City Manager's Office

- ❖ General Management and Oversight of the City of Clive operations
 - Technology Services Division
- ❖ 6 full-time positions, 2 in CMO, 3 in Technology Services, and the Communications Specialist

Current Technology Services Trends and Issues (Budget Memo)

- Disaster Recovery/Business Continuity Best Practices and Cyber Security
- General Fund and Capital Equipment Expenditures
- Future of Technology Services – Virtual Data Center connectivity
- Cloud Solutions

Significant Budget Requests for FY 25-26 (\$139,000)

- Allocation for copier, GIS equipment, and printer/plotter replacements at \$17,000
 - Annual computer/workstation replacement program at \$62,000
 - Network infrastructure replacements at \$41,000
-
- ❖ Greater Dallas County Development Alliance membership for \$19,000

General Fund – Revenues

Significant Revenue Increases

- 1) Property Tax (+\$359,000, compared to current year)
 - Taxable Valuation increased by 3.7% (2.7% after HF 718 forced reduction) with residential rollback increasing from 46.34% to 47.43%.
- 2) Solid Waste/Recycling Fees, policy question for Council
 - Change in rate from \$16.12 to \$16.36 as pass-through for new rates (+1.6%)

Solid Waste/Recycling Rates

Curbside Service

	FY18/19	FY19/20	FY20/21	FY21/22	FY22/23	FY 23/24	FY 24/25	FY 25/26
Hauler (contract thru MWA begins FY21)	8.38	\$ 8.47	\$ 8.34	\$ 8.32	\$ 10.73	\$ 11.13	\$ 11.54	\$ 11.72
Curb It (MWA)	2.68	\$ 3.43	\$ 3.45	\$ 3.89	\$ 4.32	\$ 4.54	\$ 4.58	\$ 4.64
Admin Fee (Clive)	0.74	\$ 1.30	\$ 1.41	\$ 0.99	\$ -			
	\$ 11.80	\$ 13.20	\$ 13.20	\$ 13.20	\$ 15.05	\$ 15.67	\$ 16.12	\$ 16.36
					14%	4%	3%	1.6%

- 3) Phase-Out of Commercial Property Tax Backfill (-\$45,000)

General Fund – Revenues

4) Interest Income has been a major revenue source recently but is will start declining in future years

Overall revenues decreased by 1.8% from FY 24-25 to FY 25-26, with \$3,398,000 in less revenue.

- Decrease of “Transfers In” of \$3,022,000 primarily due to removing the ARPA transfer and drop in interest income

<u>Fiscal Year</u>	<u>Budget</u>	<u>Actual</u>	<u>Average Interest Rate</u>
FY 2019-20	200,000	166,076	0.58%
FY 2020-21	20,000	105,385	1.20%
FY 2021-22	175,000	27,698	0.73%
FY 2022-23	50,000	396,031	3.98%
FY 2023-24	800,000	1,147,095	5.15%
FY 2024-25	800,000	342,440*	4.5%
* Current Interest Income through December 2024 and Interest Rate as of January 2025 is 4.2%			

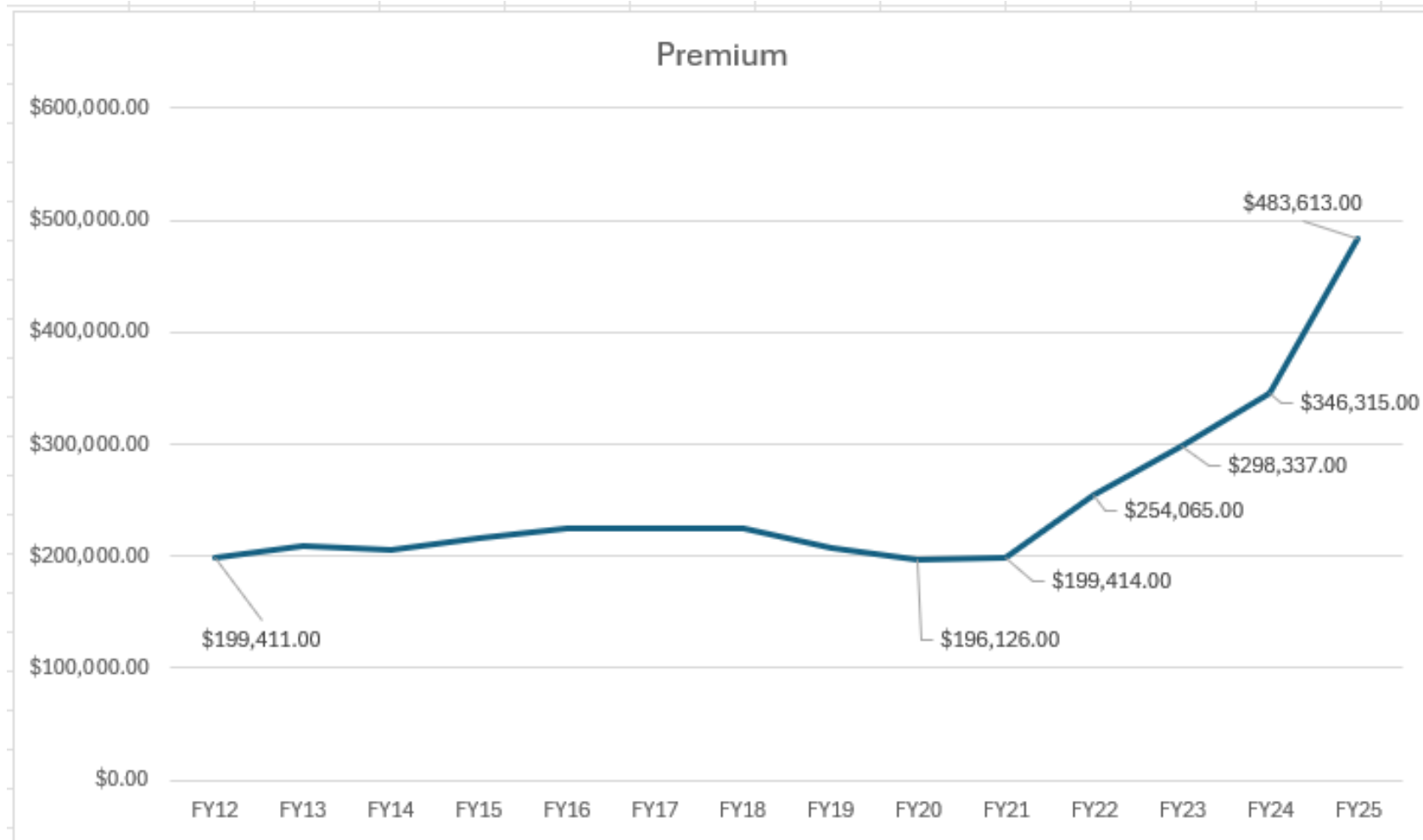
General Fund – Expenditures

Significant Expenditure Changes

- 1) Personnel (Salaries, Wages, and Pensions) (+\$374,000)
- 2) Parks and Recreation Programming (+\$141,000)
- 3) Westside Station in WDM and Station 43 in Urbandale (+\$50,000)
- 4) Traffic Safety Programming (+\$31,000)
- 5) Moving 100% IPERS pension expenses to Trust and Agency (-\$886,000)
- 6) Reduction of one-time transfers out in the amount of \$3,889,000 due to ARPA transfer from previous year and fire engine purchase

Overall expenditure decrease of 14.6% from FY 24-25 to FY 25-26, \$3,692,000 less in expenses (3% decrease without the transfers out fluctuation)

General Fund – Expenditures: P&L Insurance



General Fund – Expenditures: Hotel/Motel



ORGANIZATION	Requested
Central Iowa Shelter and Services	\$5,000.00
Clive Community Services	\$10,000.00
Dallas County Housing Trust Fund	\$2,118.76
Polk County Crimestoppers	\$1,500.00
Central Iowa Water Trails	\$16,000.00
Greater Dallas County Development Alliance Membership	\$19,000.00
Greater Des Moines Partnership (3 of 5)	\$15,000.00
CVB - 2/7 of \$970,000	\$277,143.00
Bravo - 2/7 of \$970,000	\$277,143.00
Total	\$622,904.76

General Fund Financial Position

1) Financial Position/Cash Balance

- Last Year's Projection = \$564,000 use of cash reserves
- Proposed Budget = \$1,246,000 use of cash reserves

2) 98% Expenditure Assumption

- \$740,000 use of cash reserves in FY 2025-26

3) Over the past five years, revenues have averaged 4.8% growth per year and expenses have averaged 6.1%

Cash balance as % of Expenditures = 40.4% Projected, now anticipated at 37.2% in the Proposed Budget

Future projections show challenges in the mid to long-term.

General Fund Financial Position

Past Expense Trends of Budget vs. Revised vs. Actual

<u>Fiscal Year</u>	<u>Budget</u>	<u>Revised</u>	<u>Actual</u>	<u>Variance</u>
FY 2019-20	16,877,434	19,796,233	18,640,970	+10.5%
FY 2020-21	20,317,715	20,432,633	18,707,647	-8.6%
FY 2021-22	20,756,020	22,457,478	20,418,470	-1.7%
FY 2022-23	22,591,341	23,478,497	22,552,571	-0.2%
FY 2023-24	23,391,102	23,969,225	23,233,187	-0.7%

General Fund Financial Position

Past General Fund Budget Trends of Budget vs. Revised vs. Actual in terms of addition or use of cash reserves

	<u>Budget</u>	<u>Revised</u>	<u>Actual</u>
FY 19-20	1,000	(493,000)	47,000
FY 20-21	176,000	110,000	1,647,000
FY 21-22	182,000	(969,000)	1,820,000
FY 22-23	(371,000)	(1,073,000)	1,337,457
FY 23-24	(329,460)	(549,414)	959,318

State Commercial Property Tax Backfill

- ❖ Results of 2013 Commercial Property Tax Legislation
- ❖ HF2552 (2022)– BPTC rollback of the first \$150,000 (\$96K backfill)
- ❖ \$258,000 anticipated to be received from State in FY 25-26 for Backfill (loss of \$45,000 from previous)

Backfill Phaseout

	<u>FY2023</u>	<u>FY2024</u>	<u>FY2025</u>	<u>FY2026</u>	<u>FY2027</u>	<u>FY2028</u>	<u>FY2029</u>
TOTAL PROJECTED	\$451,641.17	\$387,121.01	\$322,600.84	\$258,080.67	\$193,560.50	\$129,040.34	\$64,520.17
General Fund 70%	\$316,148.82	\$270,984.71	\$225,820.59	\$180,656.47	\$135,492.35	\$90,328.24	\$45,164.12
Debt Service 14%	\$63,229.76	\$54,196.94	\$45,164.12	\$36,131.29	\$27,098.47	\$18,065.65	\$9,032.82
T&A 16%	\$72,262.59	\$61,939.36	\$51,616.13	\$41,292.91	\$30,969.68	\$20,646.45	\$10,323.23

General Fund – SSB1056, HF718, SF2442

- 1) SSB1056 (2023) – The Bill corrected the intended rollback percentage from 56.49% to 54.65%
 - Current Budget -\$360,000 General Fund and \$60,000 Trust & Agency
- 4) HF 718 (2023) – New ACGFL Levy Limitations, New exemptions, change in budget process, taxpayer statement
- 5) SF 2442 (2024) – Adjusted levy limit and taxpayer state, set new budget deadlines

General Fund – HF 718 (2023)



HF718 Projected Property Tax Revenue Loss Due to Tax Cuts and Exemptions

	General Fund	Homestead Exemption	Military Exemption	Total	Beg Levy Rate of \$7.22
FY 24-25	\$398,000	\$32,511	\$11,861	\$442,372	-0.21
FY 25-26	\$550,563	\$65,139	\$11,270	\$626,972	-0.28
FY 26-27	\$867,138	\$63,825	\$11,043	\$924,006	-0.42
FY 27-28	\$890,550	\$63,825	\$11,043	\$965,418	-0.42
• This General fund loss projections do not include changes in the state property tax rollback percentage • Homestead and Military exemptions are based on the full levy rate of that particular year. • The General fund is based on the change on the levy rate.				\$2,958,768	

General Fund – Other impacts of HF 718

FY 25-26 Budget Requests not included in the proposed budget:

- GIS Tech position (\$81,000 GF, \$25,000 T&A or \$106,000 total)
- Administrative Assistant promotion to Administrative Specialist (\$3,400)
- Extended part-time Library Assistant hours for training (\$8,000)
- *Grant Funding Strategy/consultant assistance (\$15,000)*

Proposed Truth in Taxation Statement - Clive



Clive City Public Hearing on Proposed Property Taxation for Fiscal Year July 1, 2025 – June 30, 2026

Date: 3/27/2025 Time: 5:30 PM Location: Clive Public Safety Center, 8800 Hickman Rd, Clive, IA 50325
Telephone: 515-223-6220 Website: www.cityofclive.com

	Current Property Tax	Current Tax Rate	Effective Tax Rate	Proposed Prop Tax	Proposed Tax Rate
General Non-Ag	18,789,238	9.92	9.56	19,513,299	9.92
Ag Only	839	3.00375	3.55424	710	3.00375

Reasons Proposed Property Tax exceeds the Current Property Tax:

Clive will keep its property tax rate at \$9.92 per \$1,000 of taxable value after lowering it by \$0.22 last year. By controlling costs, improving efficiency, and using cash reserves, Clive will continue delivering value for taxes paid. Find details at cityofclive.com.

Proposed Truth in Taxation Statement - Back

The hypothetical example below compares the amount of property taxes on a Residential property with a value of 100,000 in the current year and 110,000 in the proposed year:

Taxing Authority	Tax Using Current Tax Rate	Tax Using Proposed Tax Rate	% Change
School			
County			
City	460	518	12.61%

The hypothetical example below compares the amount of property taxes on a Commercial property with a value of 300,000 in the current year and 330,000 in the proposed year:

Taxing Authority	Tax Using Current Tax Rate	Tax Using Proposed Tax Rate	% Change
School			
County			
City	2029	2313	14.00%

City Manager’s Recommendation

Maintaining the existing Clive tax levy rate of \$9.92

- ☐ General \$7.01 to \$6.94
- ☐ Trust & Agency \$1.43 to \$1.40
- ☐ Debt Service \$1.48 to \$1.58

Metro Area City Tax Levies		
City	Current Levy FY25	Proposed FY26
Ankeny	\$9.90	\$9.90
Clive	\$ 9.92	\$9.92
Urbandale*	\$10.08	\$10.03
Altoona	\$10.75	\$10.75
West Des Moines	\$10.85	\$10.80
Grimes	\$10.85	\$10.70
Johnston	\$11.44	\$11.44
Pleasant Hill	\$11.50	\$11.50
Waukee	\$12.95	\$12.80
Windsor Heights*	\$14.24	\$14.20
Norwalk	\$14.88	\$14.88
Des Moines	\$16.61	\$16.61
* Does NOT include \$0.20 Urb & \$0.39 WH Sewer District Levy		

City Manager's Recommendation

Recommendation based on the following factors:

1) Directions Outlined in Strategic Plan

- Cost Effective Delivery, Forward-Thinking, Continuous Improvement
- High-quality services at a very competitive tax rate = the “Best Deal in the Metro Area” for Clive residents/businesses
- Reflects the City's Financial Strategy of conservative financial practices to protect the City from unknowns, while also positioning the City to deliver on its strategic priorities (recruiting and retaining talented City staff, providing recreation and library programming at the Harbach Center, maintaining and sustaining the City's growing infrastructure, keeping pace with growing inflationary costs of City service delivery, and right-sizing the City's Fire/EMS collaborations for the future)

2) Meeting the Needs of a Growing Community

- Population growth of nearly 10% over the past six years

FY 2024-25 Current								
Type of Property	Property Tax (1)			Franchise Fee	Utility Fees			Total Annual Taxpayer Cost for City Services
	General	Trust & Agency	Debt Service	Electric/Gas	Water (2)	Sewer (2)	Stormwater (3)	
House Valued at \$318,000 (1) with 5,000 Gallons of Water Usage (2) and Middle Tier for Stormwater (3)	\$ 1,033.00	\$ 210.73	\$ 218.09	\$ 100.00	\$ 523.80	\$ 499.92	\$ 144.48	\$ 2,730.02
Business Valued at \$1,000,000 (1) with 12,000 Gallons (2) and 15 ERU (3)	\$ 6,309.00	\$ 1,287.00	\$ 1,332.00	\$ 500.00	\$ 1,257.12	\$ 1,033.56	\$ 2,167.20	\$ 13,885.88

FY 2025-26 Proposed								
Type of Property	Property Tax (1)			Franchise Fee	Utility Fees			Total Annual Taxpayer Cost for City Services
	General	Trust & Agency	Debt Service	Electric/Gas	Water (2)	Sewer (2)	Stormwater (3)	
House Valued at \$318,000 (1) with 5,000 Gallons of Water Usage (2) and Middle Tier for Stormwater (3)	\$ 1,046.74	\$ 211.16	\$ 238.31	\$ 100.00	\$ 534.60	\$ 519.72	\$ 148.80	\$ 2,799.33
Business Valued at \$1,000,000 (1) with 12,000 Gallons (2) and 15 ERU (3)	\$ 6,246.00	\$ 1,260.00	\$ 1,422.00	\$ 500.00	\$ 1,283.04	\$ 1,095.96	\$ 2,232.00	\$ 14,039.00

Increase (Decrease) in Cost from FY 2024-25 to FY 2025-26								
Type of Property	Property Tax (1)			Franchise Fee	Utility Fees			Total Inc (Dec) in Annual Cost for City Services
	General	Trust & Agency	Debt Service	Electric/Gas	Water (2)	Sewer (2)	Stormwater (3)	
House Valued at \$318,000 (1) with 5,000 Gallons of Water Usage (2) and Middle Tier for Stormwater (3)	\$ 13.74	\$ 0.43	\$ 20.21	\$ -	\$ 10.80	\$ 19.80	\$ 4.32	\$ 69.30
Business Valued at \$1,000,000 (1) with 12,000 Gallons (2) and 15 ERU (3)	\$ (63.00)	\$ (27.00)	\$ 90.00	\$ -	\$ 25.92	\$ 62.40	\$ 64.80	\$ 153.12

Current Fiscal Year 2025-2026 Comparison - Total Annual Cost to the City Taxpayer

House Valued at \$318,000 with 5,000 Gallons of Water Usage and 1 ERU

<u>City</u>	<u>Property Taxes</u>	<u>Water</u>	<u>Sewer</u>	<u>Stormwater</u>	<u>Total Cost</u>	<u>LOST?</u>
Urbandale	\$ 1,520.39	\$393.96	\$339.00	\$84.00	\$ 2,337.35	Yes
West Des Moines	\$ 1,636.53	\$451.56	\$445.44	\$106.80	\$ 2,640.33	Yes
Clive	\$ 1,496.21	\$534.60	\$519.72	\$148.80	\$ 2,699.33	Yes
Ankeny	\$ 1,493.24	\$579.00	\$684.72	\$90.00	\$ 2,846.96	No
Altoona	\$ 1,622.01	\$505.20	\$684.60	\$72.00	\$ 2,883.81	Yes
Johnston	\$ 1,725.21	\$597.72	\$563.52	\$90.60	\$ 2,977.05	Yes
Grimes	\$ 1,687.68	\$678.84	\$570.00	\$76.56	\$ 3,013.08	Yes
Windsor Heights	\$ 2,147.62	\$570.00	\$274.80	\$108.00	\$ 3,100.42	Yes
Pleasant Hill	\$ 1,734.57	\$777.60	\$649.44	\$72.00	\$ 3,233.61	Yes
Waukee	\$ 1,953.28	\$615.96	\$769.20	\$88.80	\$ 3,427.24	Yes
Norwalk	\$ 2,244.55	\$586.80	\$756.60	\$90.00	\$ 3,677.95	Yes
Des Moines	\$ 2,505.33	\$457.80	\$609.60	\$218.40	\$ 3,791.13	Yes

Business Valued at \$1,000,000 with 12,000 Gallons and 15 ERUs

<u>City</u>	<u>Property Taxes</u>	<u>Water</u>	<u>Sewer</u>	<u>Stormwater</u>	<u>Total Cost</u>	<u>LOST?</u>
Urbandale	\$9,072.00	\$1,062.12	\$763.20	\$1,260.00	\$12,157.32	Yes
Ankeny	\$8,910.00	\$1,383.72	\$1,227.36	\$1,350.00	\$12,871.08	No
West Des Moines	\$9,765.00	\$1,004.28	\$1,005.72	\$1,602.00	\$13,377.00	Yes
Clive	\$8,927.74	\$1,283.04	\$1,095.96	\$2,232.00	\$13,538.74	Yes
Altoona	\$9,678.32	\$1,252.08	\$1,559.04	\$1,080.00	\$13,569.44	Yes
Johnston	\$10,294.11	\$1,257.12	\$1,212.00	\$1,359.00	\$14,122.23	Yes
Grimes	\$10,070.17	\$1,602.00	\$1,368.00	\$1,148.40	\$14,188.57	Yes
Pleasant Hill	\$10,350.00	\$1,698.27	\$1,343.28	\$1,080.00	\$14,471.55	Yes
Waukee	\$11,655.00	\$1,403.88	\$1,780.56	\$1,215.00	\$16,054.44	Yes
Windsor Heights*	\$12,814.61	\$1,250.40	\$610.80	\$1,620.00	\$16,295.81	Yes
Norwalk	\$13,392.96	\$1,290.72	\$1,677.24	\$1,350.00	\$17,710.92	Yes
Des Moines	\$14,949.00	\$974.40	\$1,389.12	\$3,276.00	\$20,588.52	Yes

* - Due to variance in how garbage fees are charged, it is not included in the comparison

City Council Direction & Next Steps

Direction

- 1) 2% rate increase for the Water Utility?
- 2) 4% rate increase for the Sewer Utility?
- 3) 3% rate increase for the Stormwater Utility?
- 4) 1.6% increase in the Solid Waste/Recycling Rate from \$16.12/month to \$16.36/month?
- 5) Do you concur with the City Manager's Recommendation for the proposed FY 25-26 General Fund Budget?

Next Steps

- 1) General Fund and Trust & Agency Fund budgets incorporated into the overall budget proposal.
- 2) **February 27** – Regular City Council meeting to hold Budget Workshop #2, to review the General Fund and Trust & Agency Funds. We would also ask the Council to set the Proposed Tax Notice Hearing for March 27 at 5:30 p.m. for the Proposed Tax Rate
- 3) **March 5** – Deadline for Proposed Tax Notice Hearing language to be sent by County Assessor to taxpayers.
- 4) **March 27** – Proposed Tax Hearing for the FY 25-26 Proposed Tax Rate at 5:30 p.m. At the Regular City Council Meeting at 6:00 p.m. staff will ask the Council to set the public hearing for the FY 25-26 Budget approval and approve the budget publication for 4/10/25.
- 5) **April 10** – Regular City Council meeting with a public hearing to be held on the Proposed FY 25-26 Budget.
- 6) **April 30** – State-mandated deadline for City budget to be submitted to County Auditor.
- 7) Vote to increase water, sewer, and stormwater utility rates in April and finalized in May.



General Fund Budget Memo



The following document provides an overview of the City Manager's proposed operating budget for the General Fund and Trust & Agency Fund for the Fiscal Year (FY) beginning July 1, 2025. Presentation and discussion of the proposal included in this memo will occur during the regular City Council meeting on February 27, 2025. Based on those discussions and City Council direction the Clive City Council will consider the adoption of the FY 25-26 Budget on April 10, 2025.

**Fiscal
Year
2025-26**

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A. Introduction

The City Manager is pleased to present to you the proposed budget for the City of Clive's General Fund and Trust & Agency Fund for FY 25-26. This budget memo will outline the City Manager's budget proposal, beginning with the status of the City's Trust & Agency (T&A) Fund. Following the T&A overview, the City's General Fund financial position from the previous fiscal year which ended on June 30, 2024, will be outlined. Next, an update on the current fiscal year ending June 30, 2025, will be provided. Finally, based on the anticipated financial position of the City at the end of this current fiscal year, the budget memo will offer the City Manager's recommendations for the General Fund operating budget running from July 1, 2025, through June 30, 2026.

Following the section on the proposed FY 25-26 budget, the memo will outline key policy considerations the City Manager is seeking for City Council direction. Following the memo, a series of supporting documentation is included in an appendix. The appendices will be referred to in the sections of the memo.

Based on conversations beginning on February 27, the City Council may desire to have an additional budget discussion during the regular meetings on March 13 and March 27. Based on the current budget calendar, the City Council will be asked during the February 27 meeting to hold a Proposed Tax Hearing on March 27, 2025. Following that March 27 public meeting, the City Council will hold their regular council meeting on the same evening and then be asked to set the normal budget public hearing to approve the corresponding budget publication. The public hearing and consideration to adopt the FY 25-26 budget will be scheduled for April 10. The deadline for the adopted budget submission to the Polk County Auditor is April 30.

B. Trust & Agency Fund Overview

The City's Trust & Agency (T&A) Fund is a property tax-based fund specifically targeted at providing support for the City's workers compensation insurance and employee benefit expenses. A summary of the T&A Fund is provided in Appendix #1.

1. Revenues

The primary revenue source for the T&A Fund is property taxes. Beginning in FY 16-17 the police pension expenses were moved to the T&A Fund from the General Fund. The City raised the T&A Fund levy to \$1.59 to compensate for those increased expenses. For the previous five years, the City maintained a \$1.34 property tax levy for the T&A Fund, and the \$1.59 levy had been maintained from FY 16-17 to FY 21-22. The T&A Fund levy was reduced to \$1.44 and this \$0.15 of levy authority was transferred back to the General Fund, keeping the City's overall tax levy at \$10.14 in FY 22-23 and FY 23-24. The T&A Fund levy was reduced to \$1.43 in FY 24-25. **For FY 25-26, the City Manager proposed reducing the T&A levy rate to \$1.40.**

The levy rate will generate approximately \$2.75 million in revenue in FY 25-26. Additional revenues include a distribution from the State of Iowa to backfill the losses in commercial property tax revenue because of the modifications made to the state's property tax system in 2013. The backfill revenue will be declining over the next few years due to state legislation passed in previous years to eliminate the backfill. Also, the City receives another distribution from the State of Iowa. House File 2552, passed during the 2022 Legislative Session, converted the previous Business Property Tax Credit (BPTC) into a permanent and automatic rollback reduction on the first \$150,000 of property tax valuation for all commercial, industrial, and rail property owners.

Finally, reimbursement from retirees on the City's health insurance plan is included as revenue. Depending on the years of service (more than 20 years) of the retiree, the City pays for a portion of their health insurance until they qualify for Medicare and the retiree reimburses the City for the balance. The City is reimbursed by West Des Moines Community Schools and Heart of Iowa for our School Resources Police Officer (SRO) and Crisis Intervention Team (CIT) Police Officer, as these two entities provide funding to support the health insurance and pension costs for these officers. The T&A Fund also receives a transfer from other operating funds (Road Use Tax and Utility Funds) to compensate for the health insurance expenses in the fund that are supported by those operating funds.

Revenues in the T&A Fund have been steady and are projected to maintain increases in collections for the next several years. As shown in Appendix #1, revenue increases have been keeping pace, but the fund balance is starting to erode in the future. Due to the City's continued growth in taxable valuation through new construction the City's current Trust & Agency levy rate, even with a slight decrease to \$1.40, is projected to provide the necessary resources to cover expenses for the short and mid-term. Assumptions for property tax revenue growth are aligned with the same assumptions (3.7% increase) used for the General Fund. The only other change in revenue is the loss of backfill support to Iowa cities as previously mentioned for the commercial property tax legislation. The City will experience an approximate \$10,000 overall loss in revenue from the T&A Fund: with the phase-out continuing each year for the next three years. FY 25-26 is the fifth year of this seven-year phase-out.

House File 718 (HF 718), which is discussed in detail in a later section of this memo, does not have an impact on the Trust & Agency Fund. However, in future years the City may consider the need to increase the Trust and Agency levy to shift allowable expenditures from the General Fund to be funded by the Trust & Agency.

2. Expenditures

As mentioned, the expenditures included in the T&A Fund are for costs related to City insurance programs and the City's contribution to the employee pension program. 58% of the total T&A Fund expenses are focused on the insurance programs, with 52% for City health insurance programs for those employees in the General Fund departments including a small portion supporting Public Works and retirees, and 6% for workers compensation insurance with the Iowa Municipal Workers Compensation Association (IMWCA).

The remaining 42% balance is the City contributions to the Municipal Fire and Police Retirement System of Iowa (MFPRSI) for all sworn police officers and for IPERS retirement system contributions for all non-police officer personnel.

As shown in Appendix #1, expenditure trends for the past number of years have shown increases. The rise in health insurance premiums has been a challenge but mitigated with the City's membership in the Iowa Governmental Health Care Plan (IGHCP) health trust. Clive's health insurance claims had been running higher than premiums in the past and started leveling off in 2019 and 2020 with claims coming in under premiums. The recent negative claim experience these past few years were due to a few extremely large claims. IGHCP has communicated that the FY 25-26 health insurance premiums should come in with no premium increases but have increased their administration fees slightly. This is very good news. Typically, a 7% increase is factored in, which has been dialed back to 2.5% for the budget year, and 5% is projected for future years.

Workers' compensation costs have stabilized in the past year and staff continues to analyze incidents for teaching opportunities to provide a safe work environment for employees. The efforts by all City staff have had a substantial impact on the premium. In FY 24-25, the City is budgeting for a 26% premium discount based on claims history fund expenditures, which equates to a \$123,000 reduction. This year, the City provided a first aid kit and another gift of Clive logo gear per employee for their safety efforts. For FY 25-26, the City is budgeting for a 20% premium discount based on claims history fund expenditures, which equates to a \$98,000 reduction. The premium is projected to increase due to overall market conditions for group worker's compensation insurance.

Staff conducted thorough research and consulted with the city's auditor to determine the appropriate way to handle the City's general liability insurance expenses. During the current fiscal year, it was determined the expenses for this insurance program should not be included within the Trust & Agency Fund and rather be in an internal service fund, which resulted in a large transfer of expenses to the General Fund (over \$400K) in FY 24-25. By establishing an internal service fund, the city can more accurately allocate the costs for general liability and property insurance to the appropriate funds through transfers: 80% from the General Fund, 15% from the Road Use Fund, and 2.5% from the Water and Sewer Utilities. This restructuring helps clarify how these expenses should be distributed, ensuring the Trust & Agency funds are not used incorrectly, and that the burden is shared according to each fund share of assets that are covered by the insurance policy.

However, this change put an additional burden on the General Fund, thereby resulting in the transfer of IPERS pension expense from the General Fund to Trust & Agency, with half of the expense moving over in FY 24-25 and the full expense (\$886K) in FY 25-26. Without this transfer of IPERS expense to Trust & Agency the General Fund would have had additional financial burdens resulting in further need to use cash reserves beyond what will be outlined later in the General Fund section.

The proposed Trust & Agency expenditures for the FY 25-26 budget include some expenditure increases in the following areas:

- The largest expense increase is moving the IPERS pension for the allowed employees from being paid with general funds, to be paid by the Trust & Agency fund.
- We show an increase of \$67,000 for Municipal Fire and Police Pension System expenses.
- An overall increase in group insurance costs of \$44,000, including a projected 2.5% cost increase in health insurance premiums for the coming year.
- We have a decrease of \$21,000 in retiree health insurance costs, as we have a couple of retirees who are no longer eligible for the retiree health program.

Overall, the City Manager is proposing an 18.2% increase in expenditures for the proposed FY 25-26 budget due to the significant transfer of IPERS pension expense to Trust & Agency from the General Fund. This proposed increase equates to approximately \$576,000.

3. Financial Position/Fund Balance

Due to the City's ability to generate revenue and hold expenditure costs, Clive has consistently experienced surpluses in the Trust & Agency Fund, with the most recent complete fiscal year (FY 23-24) at \$136,991. As shown in Appendix #1, the current fiscal year (FY 24-25) also shows a slight use of cash reserves of \$32,000, while the proposed budget (FY 25-26) anticipates decreasing the balance in the Fund further by \$575,000. The City will be able to maintain a significant fund balance in the T&A Fund until FY 28-29, when the fund is below our balance threshold of 25% at 10.1%. As shown in Appendix #1, the City is projecting cost increases for health insurance for the next five years, but at a slower pace than what has been budgeted for previously due to the recent positive claim experience. If renewals come in better than projected, the position of the fund will strengthen and would allow the City further manage the increased expenses of the IPERS transfer in the Trust & Agency fund before the cash balance is fully eroded.

Based on the above financial analysis of the Trust & Agency Fund, the City Manager is recommending a \$0.03 decrease in the tax rate for Trust & Agency to \$1.40.

General Fund

C. Previous Fiscal Year – FY 23-24

1. Revenues

The fiscal year ending on June 30, 2024, was a very positive year for the City financially in the General Fund. Appendix #2 provides the City's multi-year financial forecast, including details on the actual figures for FY 23-24. So much changed from the time the FY 23-24 budget was approved to when the books were closed. Revenues were higher than anticipated. Most of the higher revenues were attributable to increased interest income (+\$815,000), increased building permit fees (+\$213,000) due to development, increased Ambulance fees from the City's participation in the state's Medicaid reimbursement program (+\$207,000), and solid waste revenues of (+\$77,000), which is offset by the expenses.

The total revenue was \$1,131,000 higher (+4.9%) than the original FY 23-24 budget projections; although as compared to the revised figures shown in January 2024 revenues ended the year \$773,000 higher than anticipated last year (+3.3%).

2. Expenditures

The City's financial position at the end of FY 23-24 experienced a reduction in overall expenditures as compared to what was budgeted, and significantly lower than projections at this time last year. Due to state law requirements, the City must keep its expenditures within the limits established in the budget. For FY 23-24, the City expended 97% of the revised budgeted limit. In total, the City experienced approximately \$736,038 less in expenses than was projected, with an overall addition of \$959,318 to the General Fund cash reserves.

The major expenditure decreases are represented in the following areas as compared to the adopted FY 23-24 Budget:

- \$503,000 less in salaries, benefits, and pensions due to positions not being fully staffed.
- \$97,000 less for Facility Maintenance /City Hall operations because we had fewer contract expenses.
- \$74,000 less expenses for the Planning and Building program due to not being billed for the software upgrade during the FY 23-24 fiscal year.
- \$49,000 less for Westcom due to a variance in the budget estimate.
- \$49,000 less in IT Program costs due to some expenses not purchased.
- \$43,000 less in Hotel/Motel expenses due to less taxes received.

The major expenditure increases were represented in the following areas as compared to the adopted FY 23-24 Budget:

- \$104,000 more in Solid Waste Collection because of payments made in the preceding fiscal year.
- \$72,000 increase for the Financial Administration program for additional bond issuance costs.
- \$57,000 more expense for the Fire and EMS Program for vehicle repairs.

3. Financial Position/Fund Balance

Based on the revenues and expenditures noted above the City ended FY 23-24 with a surplus of \$959,318. When originally budgeted, the fiscal year was anticipated to use cash reserves in the amount of \$329,000, with a cash balance as a percent of expenditures and transfers out of 36.2%. As a result of reduced expenditures and additional revenues, the actual surplus increased the General Fund cash reserves to 52.5% as compared to expenditures and transfers out. Overall, FY 23-24 was a positive financial year for the City and positions Clive in a more favorable position to handle future financial challenges and further implementation of the new property tax revenue reductions in HF 718.

D. Current Fiscal Year – FY 24-25

1. Revenues

The current fiscal year, ending on June 30, 2025, is projected to utilize \$1,540,000 from cash reserves, compared to \$564,000 from cash reserves budgeted at this time last year. FY 24-25 revenues are projected to come in at \$3,000,000 more than budgeted at this time last year. The difference is due to an increase in solid waste revenue and ambulance fees, which are offset by the expenses, and transfers in to reallocate ARPA funding received by the federal government in 2020-2022. The General Fund will exceed the Standard Financial Policy, projecting a cash reserve level of 36.7%, comfortably above the 25% target.

As represented in Appendix #2 the City is projecting increased revenue for the current fiscal year as compared to one year ago. Total revenues are projected to increase (12.3%) in the current fiscal year compared to the adopted budget, with an additional \$3,000,000 in revenue collections anticipated.

2. Expenditures

In addition to higher revenue collections expected for the current fiscal year, the City is projected to experience an increase in overall expenditures, compared to what was budgeted, of \$3,976,000 (+15.9%).

In the current year staff is anticipating higher operating expenses than what was budgeted for, including:

- \$4,069,000 increase in transfers out to reallocate the payment for the cash purchase of a fire engine, reallocation of the ARPA funding for the Flood Prone Property Buyout Program, and reallocation of the General Fund's portion of the General Property and Liability policy premium expense.
- \$172,000 increased salaries due to overtime needs in the police department because of patrol coverage needs for vacant officer positions.
- \$131,000 increase in solid waste expenses, which is covered by corresponding revenues.

- An increase of \$46,000 for fire and EMS program expenses, which will be covered by revenues generated from the program.
- An increase of \$46,000 for finance administration for bond issuance costs.

Staff is also anticipating lower operating expenses in the following areas:

- \$383,000 in fewer expenses for pensions due to transferring a portion of IPERS expenses to the Trust and Agency fund.

3. Financial Position/Fund Balance

Based on the revenues and expenditures noted above the City is expected to end FY 24-25 utilizing cash reserves in the amount of approximately \$1,540,000, with reserves projected to end at 36.7% of expenses. When originally budgeted, this fiscal year was anticipated to utilize cash reserves in the amount of \$564,000 resulting in a General Fund cash balance as a percent of expenditures and transfers out of 40.4%. As discussed earlier, historically the City never spends 100% of budgeted expenditures. If actual expenditures only reach 98% of revised budgeted figures, it will represent \$580,000 less in expenditures and therefore only a \$960,000 use of cash reserves, producing a cash balance reserve of approximately 37.5%.

If you remove the ARPA transfer amount of \$2,948,000 from the transfer total, the cash balance as percentage of expenditures and transfer out increases to 41.8%.

E. Proposed Budget – FY 25-26

1. General Fund Overview

The General Fund is the main operating fund for City operations. The primary governmental activities of the City are funded through the General Fund. The City is organized by departments to carry out these activities. The General Fund departments include Police, Fire, Leisure Services, Administrative Services, City Manager's Office, and Community Development. Public Works does have services within the General Fund, but due to the minor nature of those services, Public Works does not have a detailed section in this memo. The primary activities for the General Fund are described briefly below.

Public Safety – This service area includes the personnel, services, and commodity costs associated with the Police and Fire Departments, including collaborative delivery of Fire/EMS from other cities. Additional services are included for animal control, emergency management, and Westcom Regional 911 Dispatch.

Public Works – A portion of Public Works is supported through the General Fund. The largest expenditures included in the General Fund for Public Works are related to street lighting, engineering, and garbage collection. The balance of Public Works' activities for road repair, road administration, and snow removal are expended through the Road Use Tax Fund.

Health & Social Services – The City’s wellness services for employees and the mosquito spraying program are included within this service area.

Culture & Recreation – All services provided by the Leisure Services Department are provided through this service area. Services include the public library, recreation programming, park maintenance, public art programs, hotel/motel allocations, and the aquatic center.

Community & Economic Development – The Community Development Department provides services in the areas of planning, zoning, building inspection, and code enforcement.

General Government – City management, legal, financial services, human resources, and technology services are included within this service area. In addition, the operation of the City Hall Complex facility and the Mayor/City Council is within the General Government category.

To provide the above services the City uses a combination of personnel, contractual services, commodities, and equipment. Within the personnel area, the City utilizes full-time, part-time, and seasonal staff in each of the departments. Below is a table outlining the overall Full Time Equivalent (FTE) count for the City. Staffing details for each department (except Public Works) will be provided in the next section.

 City of Clive Authorized Staffing Plan Fiscal Year 2026 Proposed Budget								
Department	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	Budgeted FY 2025	Recommended FY 2026 Budget	Projected FY 2027 Proj
Police Department Total	28.70	31.70	31.70	32.70	32.70	32.70	32.70	32.70
Fire Department Total	20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00
Public Works Department Total	32.50	32.50	33.50	33.50	33.50	35.50	35.50	35.50
Community Development Total	7.50	7.50	8.50	8.50	8.50	8.50	8.50	8.50
Leisure Services Department	28.50	28.50	28.50	29.50	30.50	31.50	33.50	33.50
City Manager's Office Total	5.00	5.00	5.00	5.00	6.00	6.00	6.00	6.00
Administrative Services Total	9.00	9.00	9.00	9.00	9.00	9.00	9.00	9.00
Staffing Level (FTE)	131.20	134.20	136.20	138.20	140.20	143.20	145.20	145.20

As shown in the table, the City is currently operating with 143.2 FTE. Over the past six years, the City’s staffing has grown by 12 FTE or 9%. During the same six years the City’s population has grown from 17,000 to 18,600, a growth rate of nearly 10%. For the current year, the Council approved two Operations Specialist positions to enhance the City’s street maintenance operations. For the proposed budget year, there are several seasonal recreation programming staff members in the Leisure Services Division proposed to become permanent part-time positions, which equates to the full-time equivalent of two positions but is increasing overall hours dedicated to recreation programming.

The next section will provide the details associated with the City Manager’s proposed FY 25-26 budget, providing an overview of each General Fund department and their related budget requests.

2. General Fund Departmental Overviews

The following section will provide an overview of each General Fund department. Included in each section will be a description of services provided and the City Manager's budget request for the department (including staffing, equipment, and other expenditures). As will be noted in each section, the Director for each department has prepared a departmental budget memo to provide details from their perspective on how the department's budget meets the City's mission and how their significant budget requests relate to that mission.

Administrative Services Department

The Administrative Services Department provides official municipal services and is the custodian of the City's official records. The department provides the following services to the community:

- Records Management
- Elections
- Elected Official and City Boards/Commissions Support
- Risk Management
- Account Payable/Receivable
- Budget and Debt Management
- Payroll and Employment Benefits Administration
- Utility Billing and Management
- Municipal Licenses and Permit Issuance
- Staff recruitment, development, and training
- Human Resources development and oversight

Over the past year, the reorganization of the department has aligned appropriate titles with duties being performed and realigning positions for staff growth opportunities. Over the past five years, there have not been any staffing additions to the department, only promotions and realigning of responsibilities related to human resources, finance, and the city clerk.

Since the former Human Resources Manager's retirement, the Director of Administrative Services has an enhanced role to include many Human Resource Management duties. This has been positive because it allowed an opportunity for her growth but also allowed for growth opportunities for the Human Resources Specialist, the Finance Manager, the Accounting Specialist, and Utility Billing Specialists. Development plans are in place to enhance the skills and abilities of the entire Administrative team.

For the upcoming budget, the Administrative Services Department does not have any capital equipment eligible for replacement, therefore there are no equipment requests for FY 25-26. There are no significant requests for the proposed budget year.

Position/ Job Title	FT/PT	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	Budgeted FY 2025	Recommended FY 2026 Budget	Projected FY 2027 Proj
Administrative Services									
Administrative Services Director	FT	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Human Resources Manager	FT	1.00	1.00	1.00	1.00	-	-	1.00	1.00
Human Resources Specialist	FT	-	-	1.00	1.00	1.00	1.00	-	1.00
Human Resources Administrative Assistant	FT	-	-	-	-	1.00	1.00	1.00	-
City Clerk	FT	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Deputy City Clerk	FT	-	-	-	1.00	1.00	1.00	1.00	1.00
Utility Billing Clerk	FT	2.00	2.00	1.00	-	-	-	-	-
Utility Billing Specialist	FT	-	-	1.00	2.00	2.00	2.00	2.00	2.00
Accounting Clerk	FT	-	-	-	-	-	-	-	-
Accounting Specialist	FT	2.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	FT	2.00	2.00	1.00	-	-	-	-	-
Finance Manager	FT	-	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Services Total		9.00	9.00	9.00	9.00	9.00	9.00	9.00	9.00

Administrative Services Director Hansen has provided an overview and more detail on the activities of the department in their budget memo included as Appendix #3.

Police Department

The Clive Police Department (PD) is the primary law enforcement agency within the City of Clive. The Clive PD provides the following services to the community:

- Community Patrol
- Criminal Investigation
- Traffic Enforcement and Crash Investigation
- Police Records Management
- Property and Evidence Management
- Alarm Management and Response Program
- Tactical Response Team
- Homeland Security and Disaster Support
- School Crossing Safety
- Animal Control
- Crime Prevention and Safety Education
- School Resource Officer
- Crisis Intervention Team (in collaboration with Dallas County)

As shown in the figure below, the PD consists of 32 full-time positions and four part-time positions (two crossing guards and two property and evidence coordinators). Over the past five years, the PD has had several staffing additions. In FY 20-21, the PD added three officers to transition the Patrol Division to a 4 day/10-hour schedule to be competitive with other surrounding police departments and to keep pace with the growth of the community. In FY 23-24, the Council approved the Crisis Intervention Team (CIT) Officer position for the police department to work and be reimbursed by Dallas County Public Health. The PD backfilled the patrol officer position when one of our patrol officers moved into the CIT Officer role. The implementation of the CIT allowed for another officer position to be funded without any additional

cost to the City's budget. With the changes occurring with state funding for mental health programs and facilities, staff is unsure if this program will be supported beyond 2026.

Position/ Job Title	FT/PT	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	Budgeted FY 2025	Recommended FY 2026 Budget	Projected FY 2027 Proj
Police									
Police Chief	FT	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Captain (Patrol)	FT	-	-	-	-	1.00	1.00	1.00	1.00
Records Clerk	FT	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Administrative Assistant	PT	-	-	-	-	-	-	-	-
Property & Evidence Coordinator	PT	0.70	0.70	0.70	0.70	0.70	0.70	0.70	0.70
Lieutenant (Patrol)	FT	1.00	1.00	1.00	1.00	-	-	-	-
Sergeant (Patrol)	FT	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Police Officers (Patrol)	FT	15.00	18.00	18.00	18.00	18.00	18.00	18.00	18.00
Crisis Intervention Officer (Patrol)	FT	-	-	-	1.00	1.00	1.00	1.00	1.00
Sergeant (Detective)	FT	1.00	1.00	1.00	1.00	1.00	-	-	-
Police Officer (School Resource)	FT	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Police Officer (Detective)	FT	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Lieutenant (Detective)	FT	-	-	-	-	-	1.00	1.00	1.00
Police Department Total		28.70	31.70	31.70	32.70	32.70	32.70	32.70	32.70

Annually, City staff reviews and updates the capital equipment plan for all the City of Clive departments. Any updates and changes to the plan follow the City Council's Capital Equipment Policy updated in September 2023. The policy outlines intent, and financial planning, and provides a framework for replacement cycles for each department. Included below is a summary of the capital equipment purchases expected in the Police Department for the proposed budget.

Police patrol vehicles are on a three-year replacement cycle and the unmarked vehicles are on a six-year replacement cycle. The Police equipment summary for the FY 25-26 Proposed Budget (Total cost of \$216,000) is as follows:

- 1) Replace one Patrol vehicle (including setup and warranty) at \$52,000
- 2) Replace three unmarked vehicles for \$134,000
- 3) Lease of the flock cameras for \$30,000

The PD budget memo is included in Appendix #4. As Chief Rehberg details in his memo, the substantial operating budget requests are increasing the training budget to include an additional officer attending the Iowa Law Enforcement Academy, including tuition, meals, and lodging. Chief Rehberg will discuss the status of the Crisis Intervention Team (CIT) in greater detail during his budget presentation. Beyond the capital equipment requests above, the Police Chief has no other significant budget requests.

The City Manager concurs with the Police Chief's PD budget requests and has included these requests in the overall FY 25-26 budget proposal.

Fire Department

The Clive Fire Department (FD) is the fire suppression, rescue, and emergency medical transport entity within the City of Clive. Clive FD provides the following services to the community:

- Emergency Fire & Rescue
- Emergency Ambulance
- Fire and Life Safety

▪ Public Education and Emergency Training

As shown in the figure below, the FD consists of 20 full-time positions and approximately 30 part-time staff. The part-time staff compliments the full-time firefighter/paramedic staff to provide 24/7 in-station staffing at the Clive Public Safety Center on Hickman Road. Over the past five years, the significant staffing change in the FD consisted of the conversion of three part-time Firefighter/Paramedic positions to full-time positions in FY 19-20. The FD is not proposing any additional staffing changes currently.

Position/ Job Title	FT/PT	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	Budgeted FY 2025	Recommended FY 2026 Budget	Projected FY 2027 Proj
Fire									
Fire Chief	FT	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Chief - Fire Marshal	FT	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Chief - Operations	FT	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Assistant Chief - Training	FT	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	FT	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Fire Inspector	PT	-	-	-	-	-	-	-	-
Lieutenant	FT	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00
Firefighter/Paramedic	FT	12.00	12.00	12.00	12.00	12.00	12.00	12.00	12.00
Fire Department Total		20.00	20.00	20.00	20.00	20.00	20.00	20.00	20.00

Note: The Fire Department utilizes 30-35 part-time positions to compliment the full-time staff, they are not listed on the above staffing table.

The replacement of Ambulance A103 has already been ordered due to significant lead times for delivery and is scheduled for payment in FY 25-26 for the Fire Department at a cost of \$593,000, along with an equipment expense of approximately \$20,000 for the replacement of an EMS Training Mannequin.

Fire Chief Garcia has provided the FD budget memo included as Appendix #5. The substantial budget requests to note are the following:

- ✓ Vehicle Maintenance & Repair - An additional \$45,000 to maintain the fleet with a potential relationship with the City of Urbandale for contract apparatus maintenance.
- ✓ Payment to other Agencies – An additional \$45,000 in GEMT payments, which are offset by ambulance revenues.

The City Manager concurs with the Fire Chief's FD budget requests and has included these requests in the overall FY 25-26 budget proposal.

Leisure Services Department

The Clive Leisure Services Department (LS) is responsible for providing quality-of-life services to the Clive Community. LS consists of three divisions, parks, recreation, and library. LS provides the following services to the community:

Park Services

- Community Parks and Greenways/Linear Parks
- Management & Oversight of High-Profile Parks/Public Facilities
- Mini-Neighborhood and Neighborhood Parks

- Community Beautification
- Plan & Implement Comprehensive Parks, Recreation & Open Space Plan
- Public Building Maintenance
- Cul-De-Sac & Sidewalk Snow Removal
- Greenbelt Trail Maintenance
- Medians & Roundabout Maintenance

Recreation Services

- Recreational Programming: Youth, Adult, Older Active Adult, Instructional Programs
- Special Events & Community Festivals Support
- Aquatics Facility Maintenance and Operations
- Swimming Instruction Programs
- Community Volunteer Program Management

Library Services (Clive Library and Harbach Center)

- Youth and Adult Programming and Collection
- Current Topics and Titles Collection
- Lifelong Learning Programs
- Technical Services and Technology Programs
- Circulation Desk/Patron Support and Outreach

As shown in the figure below, LS currently consists of 25 full-time positions and 6.5 part-time positions (FTE equivalents for all of the PT Library staff numbering up to 20 people). In addition, the Department is aided by over 137 seasonal staff annually in the parks and recreation divisions for park maintenance, recreation programming, and aquatic center operations. Within the past five years, the personnel changes have been the addition of a full-time Parks Operation Specialist in FY 22-23, which was the first step towards creating a natural resources team within the Parks Division as discussed in the Water Resources Master Plan recommendations. To complete the Natural Resources Team in Parks another Operations Specialist position was included in the current fiscal year budget, along with an upgrade of an existing Specialist position to a Crew Leader to create the new Natural Resources Team of three staff members. Also, in FY 23-24, a Parks Operations specialist was promoted to Senior Operation Specialist – Mechanic.

In FY 24-25, Parks promoted two parks operations specialists to Senior Operations Specialists: one in Natural Resources and one in Parks. This follows a similar promotional opportunity path started in the Public Works Department to provide growth opportunities for front-line personnel. Also, one Part-time Library Assistant was enhanced to a full-time Library Assistant position. For FY 25-26, the recreation division would like to change several seasonal positions to permanent part-time recreation leads so they will be working for the City all year round rather than terminating employment after a particular season. This equates to two additional full-time equivalent employees, but the request does not change the overall number of hours (or create new costs) for the recreation program.

Position/ Job Title	FT/PT	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	Budgeted FY 2025	Recommended FY 2026 Budget	Projected FY 2027 Proj
Leisure Services Administration									
Parks and Recreation Director	FT	-	-	-	-	-	-	-	-
Leisure Services Director	FT	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Administrative Assistant	FT	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Park Maintenance									
Park Manager	FT	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Operations Specialists	FT	9.00	9.00	9.00	10.00	9.00	7.00	7.00	7.00
Crew Leader	FT	2.00	2.00	2.00	2.00	3.00	3.00	3.00	3.00
Senior Operations Specialists	FT	-	-	-	-	1.00	3.00	3.00	3.00
Recreation Program									
Recreation Manager	FT	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Recreation Coordinator	FT	2.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Recreation Lead	PT							2.00	2.00
Library									
Library Manager	FT	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Youth Services Librarian	FT	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Adult Services Librarian	FT	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Public Services Librarian	FT	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Library Assistant	FT	-	-	-	-	-	1.00	1.00	1.00
Library Assistant	PT	6.00	6.00	6.00	6.00	6.00	6.00	6.00	6.00
Shelvers	PT	0.50	0.50	0.50	0.50	0.50	0.50	0.50	0.50
Leisure Services Total		28.50	28.50	28.50	29.50	30.50	31.50	33.50	33.50

Note: The Leisure Services Department utilizes 135 seasonal aquatics staff and 7 seasonal parks staff, which are not listed on the above staffing table.

The Leisure Services Department has provided a summary of capital equipment requests for FY 25-26 (Total cost \$504,500)

- 1) Equipping a Pickup with blade, sander, and tommy lift, at \$20,000
- 2) Zero Turn Mower for \$22,000
- 3) Annual Park and Trail signage replacements for \$30,000
- 4) Neighborhood Park Equipment Improvements for \$324,000 for Huntington Ridge Playground and Wildwood Park Pickleball Re-surfacing improvements.
- 5) Annual Aquatic Center Replacement/Maintenance of \$81,000 for Re-shingling the Pump Roof, Filter Sand Replacement for the Lap Pool, Lounge Chair Replacements, Concession Window Replacement, painting the Lazy River, and Pit Valve Replacement.

A new item proposed in the FY 25-26 budget is a Polaris Ranger for the Natural Resource team to haul heavy loads and be used for tasks such as greenbelt restoration and landscape projects. It will be used year-round to get into areas not accessible with the other side-by-side the Parks Division currently has. The Ranger will be used to spray invasives, perform tree work on the trail and in the Greenbelt and help manage the goat program. This side-by-side is lighter and more flexible for the work the Natural Resource crew will be doing throughout the Greenbelt and prairies more efficiently and safely.

Leisure Services Director Brown has provided a long-term and short-term view of Leisure Services in his budget memo included as Appendix #6. The four substantial budget requests to note are the following:

- ✓ Park Trail Repairs - Interim trail improvements between I-80/35 and Campbell Bridge and between 73rd Street and 100th Street. The proposal is to grind the top layer of asphalt and then put down a new 2-inch layer of asphalt. In total the proposal is for approximately 1,000 feet to be improved in each of the two identified areas. This will enhance the interim condition of the

trail until more long-term improvements can be made. Long-term improvements will be dictated by the schedule of the WRA sewer line, and the progress of the flood buyout area plans and implementation. Longer term we will be looking at a full rebuild of the trail in these areas.

- ✓ Recreation Registration Software – Costs for implementation of a new recreation registration software have been budgeted in the Recreation budget. Implementation costs are estimated to be \$40,000 for the project. An increase is also expected for annual maintenance costs associated with the new software product, but those costs are unknown at this time.
- ✓ Swimming Lesson Scholarship Program - A scholarship program, which was one of the City Council's priorities is being developed for kickoff with the 2025 pool season. This program will be targeted at water safety with swimming lessons being the emphasis of the program in year one. Details about eligibility and reductions in revenue are still being determined, but the Clive Community Foundation has indicated an interest in helping to fund part of the program. Additional private donations will be sought to help fund the program. Director Brown will discuss this potential program further during his budget presentation.

The City Manager concurs with Director Brown's Leisure Services budget requests and has included them in the overall FY 25-26 budget proposal.

Community Development Department

The Clive Community Development Department (CD) is responsible for all development activities within the City of Clive. Clive CD provides the following services to the community:

- Private Development Design Review
- Capital Project Planning
- Development/Zoning Code Administration & Maintenance
- Long-Range Planning
- Code Enforcement Investigation/Abatement
- Construction Plan Review/Inspection/Permitting
- Sidewalk Safety and Snow Removal Program
- Building Code Development
- Stormwater Inspection Program

As shown in the figure below, the CD consists of 8 full-time positions and one part-time position. Over the past five years, the significant staffing changes in CD have consisted of the addition of the Planner/GIS Analyst position and the reduction of the full-time Office Assistant to part-time. No staff changes or capital equipment purchases are proposed for FY 25-26.

Position/ Job Title	FT/PT	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	Budgeted FY 2025	Recommended FY 2026 Budget	Projected FY 2027 Proj
Code Enforcement									
Code Enforcement Officer	FT	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Planning									
Community Development Director	FT	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Planner	FT	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Senior Planner	FT	-	-	1.00	1.00	1.00	1.00	1.00	1.00
Planner/GIS Analyst	FT	1.00	1.00	-	-	-	-	-	-
Administrative Assistant	FT	1.50	1.50	1.50	0.50	0.50	0.50	-	-
Administrative Specialist	FT	-	-	-	1.00	1.00	1.00	1.50	1.50
Construction									
Construction Services Administrator	FT	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Building Inspector	FT	1.00	2.00	2.00	2.00	2.00	2.00	2.00	2.00
Senior Building Inspector	FT	-	-	-	-	-	-	-	-
Community Development Total		7.50	8.50	8.50	8.50	8.50	8.50	8.50	8.50

Community Development Director Ollendike has provided an overview of CD activities in his budget memo included as Appendix #7, with no substantial budget requests to note.

The City Manager concurs with the Director's CD budget request and has included this request in the overall FY 25-26 budget proposal.

City Manager's Office and Technology Services

The City Manager's Office (CMO) provides general oversight and management of the City of Clive's operations. Included within the CMO is the Technology Services Division. The Human Resources Division was previously included within the CMO but was transitioned to the Administrative Services Department associated with their reorganization plan. The CMO provides the following services to the community:

City Manager's Office

- Intergovernmental Relations
- Economic Development and Community Marketing Initiatives
- Westcom Dispatch Administration and Oversight
- Legal Services Management and Oversight
- Mayor & City Council Support
- General City Administration and Oversight
- Research and Special Projects
- Organizational and Financial Strategic Direction and Management
- Community Engagement and Outreach
- Internal and External Communications

Technology Services

- Network Infrastructure and Systems Administration
- Application Administration and End-User Support
- Internet and Web Presence
- Geographic Information Systems (GIS)
- IT Project Management and Implementation

As shown in the figure below, the CMO currently consists of 6 full-time positions. Over the past five years the only significant staffing change in the CMO has been the transition of the Human Resources Manager position to the Administrative Services Department for oversight and the new Communications Specialist position was created and filled in FY 23-24. Also, in FY 23-24 the GIS Coordinator was promoted to Senior GIS Analyst for his enhanced skill development and task assignments. The City Manager is not requesting any new positions for FY 25-26.

Position/ Job Title	FT/PT	FY 2020 Actual	FY 2021 Actual	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	Budgeted FY 2025	Recommended FY 2026 Budget	Projected FY 2027 Proj
City Manager's Office									
City Manager	FT	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Assistant City Manager	FT	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Communications Specialist	FT	-	-	-	-	1.00	1.00	1.00	1.00
Human Resources Manager	FT	-	-	-	-	-	-	-	-
Technology Services									
Information Technology Manager	FT	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Network Technician	FT	-	-	-	-	-	-	-	-
Network Administrator	FT	1.00	1.00	1.00	1.00	-	-	-	-
Senior Network Administrator	FT	-	-	-	-	1.00	1.00	1.00	1.00
Senior GIS Analyst	FT	-	-	-	-	1.00	1.00	1.00	1.00
GIS Coordinator	FT	1.00	1.00	1.00	1.00	-	-	-	-
City Manager's Office Total		5.00	5.00	5.00	5.00	6.00	6.00	6.00	6.00

The Technology Services Division is the only division within the CMO that has capital equipment requests for the upcoming budget. As shown below these requests are for standard replacements of network infrastructure, office productivity software, and departmental computer replacements.

Technology Services Division Summary for FY 25-26 Proposed Budget (\$140,000 total)

- 1) Allocation for copier, GIS equipment, and printer/plotter replacements at \$17,000
- 2) Annual computer/workstation replacement program at \$62,000
- 3) Network infrastructure replacements at \$41,000
- 4) Office productivity software for \$20,000

Technology Services Manager Harken has provided a long-term and short-term view of the Technology Services Division in his budget memo included as Appendix #8.

Beyond the technology services requests, the City Manager has also included a budget request for membership with the Greater Dallas County Development Alliance starting in FY 25-26 at a cost of approximately \$19,000 per year. As discussed previously, this membership would be for a trial period as the City evaluates expanding its economic development program and services.

Over the next couple of years, staff will evaluate potential improvements for public Wi-Fi in outdoor spaces and in city facilities. This would most likely be offered via outsourced solutions providers. Cybersecurity will remain a top priority which will have an impact on technology budgets and staff time. The staff also desire to seek out cost-effective cloud solutions for cloud backup services, Software-as-a-Service (SaaS), and work with other departments to help them evaluate cloud solutions as well for their specific needs.

Now that our new data center is in place, we can continue to make use of this facility to improve connectivity between other city facilities in 2025. These would include new fiber connections from other city facilities. Overall, professional services and capital equipment purchases for Technology Services have trended up in the past few years, with a hope for these increases to level off in the near term as the new data center has been completed and the number of cybersecurity programs and infrastructure have been implemented.

3. Revenues

As shown in Appendix #2, property taxes represent the City's largest revenue source in the General Fund at 57%. Property taxes are based on the amount of taxable property valuation available in the City. Many factors go into taxable valuation due to the complexity of the State of Iowa's property tax system for local governments. The proposed \$6.94 General Fund levy (a decrease from the current GF levy rate of \$7.01) is calculated per \$1,000 of taxable valuation for a property. Taxable valuation is a percentage of a property's total assessed valuation, with the State of Iowa determining the percentage. Significant changes to how cities in Iowa can generate revenue from taxable valuation have occurred during the previous two legislation sessions and a special section below has been added to describe these impacts to the City of Clive's General Fund Budget.

The taxable valuation history of the different property classes in Iowa is noted in Appendix #9. The key rollback figures for the FY 25-26 proposed budget are 47.43% for residential property and multi-family residential and 90% for commercial and industrial properties (although as mentioned later, the effective commercial/industrial rollback is less than 90%). The residential and multi-family residential rollback saw an increase from the previous year and commercial rollback remained stable. The residential rollback increase of 1.09% from the previous year is a result of residential values appreciating at or higher than the appreciation of agricultural land values in the state. The residential rollback adjusts to ensure taxable valuation on residential property does not increase too quickly in any given year.

Based on the comparison of taxable valuations from the current fiscal year and the proposed fiscal year, the City experienced a 3.7% increase in taxable value. Due to the impacts of HF 718 (discussed in detail below), the City will experience a state-enforced reduction of its levy rate to reduce the taxable valuation increase by 1%. This results in the General Fund Tax levy rate being reduced from its current rate of \$7.01 to \$6.94. To provide context, the 3.7% taxable valuation increase (down from 6.7% last year) for this proposed budget in terms of dollars, equates to approximately \$359,000 of new property tax funds available to the City in the General Fund. Meanwhile, the staff is proposing to slightly reduce Trust & Agency levy from \$1.43 to \$1.40 because the Trust & Agency Fund is in a favorable financial position, with both the \$0.03 reduction from Trust & Agency and the \$0.07 proposed decrease in the General Fund levy allowing for a \$0.10 increase in the Debt Service Levy to maintain an overall City tax rate of \$9.92. The staff feels there are two main drivers behind this FY 25-26 taxable valuation increase:

- 1) The City continues to experience significant growth through new residential construction in the Shadow Creek area in addition to new commercial development.

- 2) The change in the residential rollback from 46.34% to 47.43%, as this provides slightly more residential assessed valuation available for taxation, both existing and new residential construction value.

For FY 25-26, the City continues to anticipate an upward trend for aquatic center and recreation league revenues, with an increase of approximately \$21,000 in these revenues as compared to the revised figure for the current fiscal year. Other major revenues such as Hotel/Motel Taxes remain steady for the coming year.

The City Manager is recommending adjustments to the solid waste fee charged to the City by Metro Waste for collection by Ankeny Sanitation and the Curb It! for the recycling program. Curb It will be an increase of 1.6% or \$0.06 to \$4.64 per month and solid waste will increase 1.6% or \$0.18 to \$11.72 per month for each household. The new rates for solid waste and recycling collection will start July 1, 2025.

As a reminder, a couple of years ago the Council decided to eliminate the previous administrative fee charged with solid waste and recycling to create the 100% pass-through of the MWA expenses to Clive residents. The table below shows the history of this rate along with the proposed MWA rate changes for FY 25-26. During the February 27 budget workshop staff will be seeking Council direction on this rate change and would recommend increasing the solid waste/recycling rate to \$16.36/month (1.6% increase) for Clive residents to compensate for the increased costs associated with these collections.

Solid Waste/Recycling Rates

Curbside Service

	FY18/19	FY19/20	FY20/21	FY21/22	FY22/23	FY 23/24	FY 24/25	FY 25/26
Hauler (contract thru MWA begins FY21)	8.38	\$ 8.47	\$ 8.34	\$ 8.32	\$ 10.73	\$ 11.13	\$ 11.54	\$ 11.72
Curb It (MWA)	2.68	\$ 3.43	\$ 3.45	\$ 3.89	\$ 4.32	\$ 4.54	\$ 4.58	\$ 4.64
Admin Fee (Clive)	0.74	\$ 1.30	\$ 1.41	\$ 0.99	\$ -			
	\$ 11.80	\$ 13.20	\$ 13.20	\$ 13.20	\$ 15.05	\$ 15.67	\$ 16.12	\$ 16.36
					14%	4%	3%	1.6%

The FY 25-26 budget will also include an increase in Local Option Sales & Services Tax (LOST) revenues from both Polk and Dallas Counties. Based on the approved ballot language for Dallas County, 50% of the revenue generated (estimated to be approximately \$900,000 for FY 25-26) will be dedicated to property tax relief. This revenue is accounted for in the "Transfers In" line item in the General Fund shown in Appendix #2.

The focus of the Dallas County LOST funds is to offset the costs associated with the Fire/EMS collaboration with the City of Urbandale at Station 43. In the short term, the LOST funds will provide property tax relief for these additional expenses, as it could have necessitated additional property tax revenue to fund these expenses. The costs of the Station 43 collaboration exceed the property tax relief portion of Dallas County LOST revenue, making this revenue source critical to provide support for this continuing collaboration.

For the FY 25-26 budget, a major revenue decline to note are the state commercial property tax backfills reducing by \$45,000. A later section of this memo gives more detail on the seven-year phase-out of the backfill and the impact on the City's revenues. In a previous legislative session, a new backfill called the Business Property Tax Credit (BPTC) was created. The state will make a payment to the City to replace the amount of lost revenues due to the first \$150,000 of assessed commercial value being taxed at the residential rollback rate. This backfill is in addition to the commercial property tax backfill above. Clive's backfill amount is projected to be approximately \$96,000. Another section below provides more detail regarding this backfill and the impact on revenues.

Interest income revenue is beginning to decrease in this current and proposed budget. Below is a table illustrating investment trends over the past five years, including the current fiscal year of FY 2024-25. With the level of interest rate depending on the time value of money and the level of inflation, staff will continue to monitor interest income. In FY 23-24 the City was collecting interest income from all operating funds into the General Fund. This was changed in FY 24-25 to account only for the interest income on the General Fund balances. Interest income is accounting in the "General Non-Program" line in the Appendix #2 cash flow.

Fiscal Year	Budget	Actual	Average Interest Rate
FY 2019-20	200,000	166,076	0.58%
FY 2020-21	20,000	105,385	1.20%
FY 2021-22	175,000	27,698	0.73%
FY 2022-23	50,000	396,031	3.98%
FY 2023-24	800,000	1,147,095	5.15%
FY 2024-25	800,000	342,440*	4.5%
* Current Interest Income through December 2024 and Interest Rate as of January 2025 is 4.2%			

Based on the figures provided in Appendix #2, the City is expected to collect over \$3,397,000 less revenue in FY 25-26, with the vast changes due to building permit fees and interest income. Property Tax revenues represent a 2.7% increase from year to year based on the revised FY 24-25 budget. Overall, there is a decrease in "Transfers In" of approximately \$3,022,000 from other City operating funds due to the ARPA transfer from the previous fiscal year. Removing the ARPA transfer in change, the loss in revenue from FY 24-25 to FY 25-26 is \$375,000 substantially due to the drop in interest income.

Based on staff research and taxable value expectations, the City is projecting slight increases in revenues beyond the FY 25-26 budget year. However, the revenue increases by an average of around 2% or a little more, which will likely not keep pace with growing expenditure pressures. The line-item detail associated with the revenues for the proposed FY 25-26 budget is available in Appendix #11A.

4. Expenditures

Based on the summary of the proposed FY 25-26 budget outlined in Appendix #2, the City of Clive is expected to experience slightly above inflationary increases in General Fund expenditures. The largest drivers behind the growth in expenditures in terms of dollars are personnel expenses (salaries/wages/pensions) at +\$374,000, park and recreation programming at +\$141,000, Westside and Urbandale Fire Stations costs (+50,000), and traffic safety programming (+\$31,000).

The biggest changes to reduce expenses for FY 25-26 are as follows:

- 1) Moving 100% of the IPERS pension expenses to the Trust and Agency Fund (\$886K reduction)
- 2) Solid waste reduced by \$42,000 because we no longer pay for the replacement of solid waste carts and customers go directly to Metro Waste Authority.
- 3) Reduction of \$49,000 for the executive and finance program due to moving bond issuance costs to project funds receiving the bond proceeds.
- 4) Reduction of transfers out in the amount of \$3,754,000 due to transferring out ARPA funds to the Flood Prone Property Buyout Program, the reduction in the amount of General Funds that will be contributing to the General Liability and Property Insurance, and the transfer of funds to cover the purchase of the fire engine.

When combined with other expenditure increases and decreases expected in the General Fund an overall 14.6% expenditure decrease is expected in the proposed FY 25-26 budget. When the overall expenditure decrease is combined with the previous four fiscal years, the City has averaged 6% in annual expenditure increases. This average is above the inflationary annual average of 4.23% during that same period (Midwest CPI-W BLS, 2019-2022).

As shown in Appendix #2, personnel expenses represent the City's largest expenditure in the General Fund at 55%. In addition, the City has collaborative relationships with other cities that include personnel expenses, such as Westcom Dispatch and the collaboration with Urbandale on Station 43. When expenditures for those collaborative efforts are included with the City's, personnel expenses reach closer to 63% of total expenditures.

2.5% of total General Fund expenditures are the City's contractual hotel/motel tax programs. The City collects a 7% tax from Clive hotels and motels with 29% of the revenue being shared as a part of the City's membership to the Greater Des Moines Area Convention and Visitors Bureau (Catch Des Moines) and another 29% to the regional arts and culture entity, Bravo of Greater Des Moines. The remaining hotel/motel revenue supports City contributions to various community organizations and the City's parks and recreation programming.

ORGANIZATION	Requested
Central Iowa Shelter and Services	\$5,000.00
Clive Community Services	\$10,000.00
Dallas County Housing Trust Fund	\$2,118.76
Polk County Crimestoppers	\$1,500.00
Centrail Iowa Water Trails	\$16,000.00
Greater Dallas County Development Alliance membership	\$19,000.00
Greater Des Moines Partnership (3 of 5)	\$15,000.00
CVB - 2/7 of \$970,000	\$277,143.00
Bravo - 2/7 of \$970,000	\$277,143.00
Total	\$622,904.76

Outside of the increases in facility maintenance expenses, collaborative efforts, and personnel expenses, the City is not anticipating any significant expenditure growth in the other areas of the General Fund budget, nor anticipating any significant expenditure decreases. However, as mentioned in the revenue section, the expenditures for solid waste/recycling will need to be increased based on the recent information received from Metro Waste Authority on the increasing costs of these services.

Salaries and Wages

As mentioned previously, the salaries and wages of City employees represent the largest expense in the General Fund. Overall, personnel expenses (salaries, wages, and pension costs) are proposed to increase by approximately \$374,000 in FY 25-26 from the revised FY 24-25 budget. This proposed increase continues with the new non-union pay range and pay for performance matrix updated during the previous fiscal year.

After consultation with the Council Personnel Committee in early 2025, this budget includes a 2.6% CPI for the inflationary component of the pay matrix, which is less than the 3% CPI used in the current fiscal year, along with a 2% performance/merit pool to equal a 4.75% overall increase for non-union staff. The FY 25-26 budget incorporates 8% as an estimated place holder due to collective bargaining agreement wage increases currently being negotiated for the Police and Fire union staff.

Property and Liability Insurance

As mentioned in the Trust & Agency Fund section, an accounting change was made to have the General Fund support the portion of the City's Property and Liability insurance premium attributable to the General Fund Departmental assets. All cities across Iowa, including Clive, have experienced significant cost increases to insurance premiums due to market conditions and significant weather events driving up claims for damage to City buildings and vehicles (wind/hail storms, etc.). Below is a graph showing the history of property and liability insurance premiums the City of Clive has paid since FY 11-12. As the graph shows, the premiums have gone up from a low in FY 19-20 of \$196K to over \$480K in the current fiscal year. This equates to a 144% premium increase over five years or 29% per year during that time. It is

important to note that during this time the City did add a very large building asset for insurance coverage (Clive Public Safety Center), however most of the premium growth is because of the insurance market conditions in Iowa. For the FY 25-26 Budget staff is projecting an overall premium increase of 9% totaling \$532,300 with \$425,840 attributable to the General Fund, and the balance being supported by the Road Use Tax Fund and Municipal Utility Funds.



Collaborative Public Safety Programs

For many years, the City of Clive has been utilizing two major collaborative programs to provide public safety to the Clive community, Westcom Dispatch, and the Westside Fire Station. In 2020, the City added a collaboration with Urbandale for Fire/EMS services from their new Station 43 in western Urbandale and Clive.

Westcom

Westcom Dispatch, with the Cities of West Des Moines, Urbandale, Norwalk, and Waukee, has proved to be a very successful collaboration. In addition, this collaboration has provided cost savings to Clive, although in the past few years, the expenses associated with Westcom have increased due to the implementation of network security enhancements, necessary dispatcher personnel additions, and declining revenues from the Polk County 911 Service Board to support dispatch activities at Westcom.

As shown in Appendix #2, over the past five years Westcom expenses have increased from \$451,000 in FY 21-22 to \$615,000 for the FY 25-26 budget. This represents a \$164,000 increase or a 36% increase over those five years (6.1%/year). As mentioned above, Westcom has made extensive investments in network technology and dispatcher staffing. The addition of Waukee and Windsor Heights within those five years has resulted in a substantial benefit to Clive, slowing the increases to what is reflected above instead of larger numbers. This year, Westcom is continuing to implement a strategic plan, performance

improvements, and capital improvement plan to address network and facility needs which may result in additional financial commitments and capital requests. In addition, there is ongoing work with the Polk County 911 Service Board, which distributes the 911 surcharge on wireline and wireless phones to determine long-term funding support for dispatch operations in Polk County (Westcom, Des Moines, and Polk County Sheriff).

For FY 25-26 the Westcom budget request represents a flat budget for all non-personnel items for Westcom, with the only cost increase coming from regular staff wage increases, with no addition of new staff. In addition, a future new facility location for Westcom has been put on hold while the cities evaluate the impacts of HF718 and any additional property tax legislation.

Westside Fire Station

Since the early 1990s, the Westside Fire Station's collaboration with the City of West Des Moines has afforded Clive the ability to provide paramedic level Fire and EMS services to the western half of Clive, in addition to a fire engine and ambulances out of the City-owned Station 32. West Des Moines operates the facility and staffing, with Clive paying a percentage of total costs based on the number of Fire and EMS calls the Westside paramedic-level engine responds to in Clive.

As discussed in previous years, both Clive and West Des Moines approved a change in the relationship for the Westside Station. During the previous fiscal year, Clive received its last reimbursement for its portion of the ownership of the Westside Station allowing West Des Moines to have full ownership of the facility. The total reimbursement was \$1,429,508. West Des Moines is having preliminary conversations about potentially relocating the station. The new location would still serve Clive through a contract for service arrangement but in a better position for West Des Moines' needs. As a result, Clive and West Des Moines negotiated a new 28E agreement in the spring of 2023 (FY 23-24) for West Des Moines to provide a contract for the services of an engine company from Station 22. This new 28E serves as essentially the "post-buyout" arrangement that provides the right size for Fire/EMS coverage from Station 22 to reduce coverage overlaps between Station 22, Station 43 to the west (Urbandale), and Station 32 to the east (Clive). The proposed budget is approximately \$600,000.

Urbandale Fire Station 43

Six years ago, the City partnered with Urbandale to secure a contract for services agreement for Urbandale to provide Fire/EMS coverage to Clive residents from their now operational Fire Station 43. Located at NW 152nd Street & Meredith Drive the station provides coverage to the Dallas County portions of both Clive and Urbandale. For this coverage, Clive reimburses Urbandale for 40% of staffing costs for a fire engine company and ambulance. The operational costs associated with Station 43 have now leveled off in the current fiscal year as full staffing of six positions in-station 24/7 was achieved. The impact on the Clive budget over the past few years is provided below.

<u>Fiscal Year</u>	<u>Actual</u>	<u>Revised</u>	<u>Budget</u>
FY 2018-19	212,000		
FY 2019-20	484,000		
FY 2020-21	658,000		
FY 2021-22	362,000*		
FY 2022-23	1,268,000**		
FY 2023-24	964,575		
FY 2024-25		1,024,000	
FY 2025-26			1,050,000
* Paid 2 out of 4 quarters, budgeted \$857,000			
** Revised to pay 2 quarters not paid in FY 2021-22, \$371,000			

Overall, the line item for “Westside/Urbandale Fire Station Operations” as shown in Appendix #2 should now stabilize for the long-term in the next year with having the new Urbandale costs fully absorbed and the new 28E agreement with WDM for Westside implemented. In previous years expenses associated with Station #43 were offset by a SAFER grant received and shared by both communities.

Based on the figures provided in Appendix #2, the City is projected to expend \$3,692,000 less in General Fund expenditures in FY 25-26 as compared to the current fiscal year (FY 24-25). Overall, this represents a 14.6% decrease from year to year. If the ARPA transfer is removed from FY 24-25 the expenditure percentage decrease would have been only 3% from FY 24-25 to FY 25-26 for the General Fund.

When looking at the past five years including the FY 25-26 budgeted expenditures the average has been 6.3% of expenditure growth per year when compared to 4.7% of revenue growth in the General Fund during those same five years. Beyond the proposed FY 25-26 budget, the staff is projecting General Fund expenditure increases will be near or at inflationary increases. However, the City will continue to experience salary/wage pressure to remain competitive in the labor market, therefore increasing these future projections.

The line-item detail associated with the expenditures for the proposed FY 25-26 budget is available in Appendix #11B.

5. Financial Position/Fund Balance

Based on the proposed budget outlined in Appendix #2, the City is expected to utilize \$1,246,000 of cash reserves and will end FY 25-26 with a cash balance of 37% of fund expenditures and transfers out. When originally projected during last year’s budget development process, this fiscal year was anticipated to utilize \$564,000 in cash and result in a General Fund cash balance of 36.4%.

As has been typical in years past, the City never expends 100% of budget allocations each year. As mentioned in previous sections for the current and past fiscal year, the City has been averaging less than 98% in terms of spent expenditures to budget. If the City were to project a conservative position of

spending 98% of the proposed FY 25-26 budget expenditures it would mean \$506,000 less in expenditures, resulting in utilizing cash of approximately \$740,000 in FY 25-26.

To provide trends for what the City budgets in the General Fund and the actual result after the fiscal year was audited in terms of actual expenses versus what was revised and what the city originally budgeted please see the below table:

<u>Fiscal Year</u>	<u>Budget</u>	<u>Revised</u>	<u>Actual</u>	<u>Variance</u>
FY 2019-20	16,877,434	19,796,233	18,640,970	+10.5%
FY 2020-21	20,317,715	20,432,633	18,707,647	-8.6%
FY 2021-22	20,756,020	22,457,478	20,418,470	-1.7%
FY 2022-23	22,591,341	23,478,497	22,552,571	-0.2%
FY 2023-24	23,391,102	23,969,225	23,233,187	-0.7%

To provide trends for what the City budgets in the General Fund and the actual result after the fiscal year was audited in terms of addition to cash reserves versus the use of cash reserves please see the below table:

<u>Fiscal Year</u>	<u>Budget</u>	<u>Revised</u>	<u>Actual</u>
FY 2019-20	1,000	(493,000)	47,000
FY 2020-21	176,000	110,000	1,647,000
FY 2021-22	182,000	(969,000)	1,820,000
FY 2022-23	(371,000)	(1,073,000)	1,337,457
FY 2023-24	(329,460)	(549,414)	959,318

As the above table shows, even in years when the use of cash reserves was budgeted there has been an excess in each year for the past five years when the fiscal year's books are closed. Now, it is important to note that many of the larger uses of cash reserves anticipated in revised budgets were a result of the General Fund transfers to fund the three phases of the Flood Prone Property Buyout program. But even in those years, the City's lower-than-budgeted expenses offset those transfers.

Going forward, the City's General Fund is no longer projected to be in a strong position for years to come, mainly due to the extensive impacts from state legislation passed in previous legislation sessions, as described in the next section. The City will need to make difficult decisions to stabilize revenue and expenditure projections. Based on the current six-year projections, the City is expected to utilize a portion of cash reserves for the General Fund each year. While this level of cash reserve provides substantial flexibility to the City, at its current projection there is a point where the City falls below cash reserve policy levels, requiring either additional revenue and/or expenditure decreases to stabilize the General Fund. Additional options include transfer of expenses to the Trust & Agency Fund as allowed, but the City also needs to be mindful of the impacts to the Trust & Agency Fund and the potential future need for a property tax levy increase in that fund to offset the transfer of those expenses.

6. Budget Scenarios – Property Tax Backfill, HF 2552, SSB1056, HF718 and SF 2442

The below is a summary of key changes to Iowa's property tax laws and their impact on local governments, particularly the City of Clive.

1. **Commercial Property Tax Backfill (2013):** In 2013, Iowa implemented property tax reforms that reduced the valuation percentage for commercial properties from 100% to 90%, leading to revenue loss for local governments. To offset this, the State created an annual "Property Tax Backfill" fund. For FY 24-25, Clive is projected to receive \$323,000 in backfill funds, a decrease from prior years, with a complete phase-out expected in three years.
2. **HF2552 (2022):** This legislation altered the Business Property Tax Credit (BPTC), creating a rollback for the first \$150,000 of commercial property value to the residential rate, reducing Clive's expected revenue of \$135,000 in FY 2025-26. The State compensates 71% of this loss with backfill funds, but this may be reduced in the future. For FY 25-26, the amount the State will backfill is \$96,000.
3. **SSB1056 (2023):** This bill reduced the residential rollback from 56.49% to 54.65%, impacting Clive's property tax revenues by around \$360,000 in FY 23-24. This bill also converted all multi-family property to residential for taxing purposes. The change was made late in the budget process, causing delays.
4. **HF718 (2023):** A significant piece of legislation that impacted the City of Clive, including:
 - **New Adjusted City General Fund Levy (ACGFL):** This consolidates several levies but introduces restrictions based on the city's taxable valuation growth.
 - **Levy Limitations:** The city's general fund levy rate is reduced due to higher valuation growth, which will result in a \$138,000 revenue loss in FY 25-26.
 - **New Exemptions:** Homestead and military service exemptions are expanded, resulting in additional revenue losses (about \$76,000 for FY 25-26, see chart below). Clive expects a continued reduction in revenue due to these exemptions.
 - **Changes to the Budget Process:** The city has adjusted to new timelines, requirements for taxpayer statements, and publication changes.
 - Attached, for your reference, is **Appendix #12 HF 718 Projections**. The last time this document was viewed was during a Council Strategic Planning Works session in August. Now, the FY 2025-26 entries are up-to-date, and the future years of the document are simply projections. This document illustrates that there will likely be a need to adjust the General Fund and Trust & Agency levy rates in the future.

HF718 Projected Property Tax Revenue Loss Due to Tax Cuts and Exemptions					
	General Fund	Homestead Exemption	Military Exemption	Total	Beg Levy Rate of \$7.22
FY 24-25	\$398,000	\$32,511	\$11,861	\$442,372	-0.21
FY 25-26	\$550,563	\$65,139	\$11,270	\$626,972	-0.28

FY 26-27	\$867,138	\$63,825	\$11,043	\$924,006	-0.42
FY 27-28	\$890,550	\$63,825	\$11,043	\$965,418	-0.42
• This General fund loss projections do not include changes in the state property tax rollback percentage • Homestead and Military exemptions are based on the full levy rate of that particular year. • The General fund is based on the change on the levy rate.				\$2,958,768	

5. **SF2442 (2024)**: This bill adjusts the levy limit structure introduced by HF718 and updates deadlines for property tax information. It also changed how the taxpayer statements are created and delivered, with new deadlines and content requirements. The city will need to hold a public hearing on these statements after March 20, beginning with FY 25-26.

In conclusion, these legislative changes are driving revenue reductions for the City of Clive, with an ongoing need to adjust the budget and levy rates. The city will see a cumulative loss of approximately \$2.95 million over the next few years due to tax cuts and exemptions.

7. City Manager's Recommendation

The previous sections of the budget memo were developed to provide a chronology of the City of Clive's financial position from the previous fiscal year (FY 23-24) to the current fiscal year (FY 24-25) and ultimately to the proposed FY 25-26 budget. As was noted in the Financial Position/Cash Balance section of the FY 25-26 proposed budget, the City is in a healthy financial position with the Trust & Agency Fund currently and projected into the future until FY 28-29 and the General Fund is reaching even more challenging times financially. Although those challenges can be managed incrementally through the City's cash reserves in the General Fund.

For the FY 25-26 Budget the City Manager is recommending the City Council reduce the General Fund tax levy to \$6.94, increase the Debt Service Levy from \$1.48 to \$1.58, and reduce the Trust & Agency levy from \$1.43 to \$1.40, ultimately maintaining the City of Clive's overall tax levy of \$9.92.

As shown below, if the City Council concurs with the City Manager's recommendation the City of Clive's levy ranking within the Greater Des Moines Area would result in Clive having one of the lowest tax levy rates in the metro area.

Metro Area City Tax Levies		
City	Current Levy FY25	Proposed FY26
Ankeny	\$9.90	\$9.90
Clive	\$ 9.92	\$9.92
Urbandale*	\$10.08	\$10.03
Altoona	\$10.75	\$10.75
West Des Moines	\$10.85	\$10.80

Grimes	\$10.85	\$10.70
Johnston	\$11.44	\$11.44
Pleasant Hill	\$11.50	\$11.50
Waukee	\$12.95	\$12.80
Windsor Heights*	\$14.24	\$14.20
Norwalk	\$14.88	\$14.88
Des Moines	\$16.61	\$16.61
* Does NOT include \$0.20 Urb & \$0.39 WH Sewer District Levy		

The City Manager's recommendation to maintain the City's overall property tax levy at the current rate is based on a combination of critical factors. The following outlines the critical factors considered to arrive at this recommendation.

1) Goals Outlined in the Clive Strategic Plan

As is mentioned in numerous places throughout the Department Budget Memos in the appendix in relation to the Clive Strategic Plan, the City desires to be a "beautiful, safe City with great residential neighborhoods..." and to provide "exceptional family living and opportunities for personal wellness." The City of Clive is to accomplish this community vision through the City's mission of providing "high quality, customer valued municipal services in a financially responsible manner through a dedicated workforce...accomplished through cost-effective delivery, forward-thinking and continuous improvement."

The proposed FY 25-26 Budget looks to meet the mission of the organization. As was described in the Expenditures section, the City has been able to find ways to deliver City services effectively through increases in expenditures while also seeking collaborative opportunities with surrounding jurisdictions. The City continues to be forward-thinking through the long-term financial plan utilized to evaluate the City's past, current, and future financial position. In addition, the continuous improvement efforts of staff will proceed into the future to allow the City of Clive to offer its residents and businesses the "Best Deal in the Metro Area" with high-quality municipal services at a very competitive property tax rate.

Finally, as was discussed during the August 2024 strategic planning workshops, this FY 25-26 proposed budget reflects the City Financial Strategy discussed during and after those workshops. The budget utilizes cash reserves to weather future financial challenges such as increasing labor costs to maintain workforce competitiveness, the potential for further legislative changes to city revenues, and other unforeseen events all while maintaining a low tax rate as compared to other metro peer communities. The financial flexibility provided in this proposed budget also allows the City to execute City Council priorities such as recruiting and retaining talented City staff, providing recreation and library programming at the Harbach Center, maintaining and sustaining the City's growing infrastructure, keeping pace with growing inflationary costs of City service delivery, and right-sizing the City's Fire/EMS collaborations for the future.

With the above in mind, staff would propose the following language be provided in the Statement to Taxpayers as required by Iowa Code 24.2A (as a result of HF718). This statement will be sent to every taxpayer owning property in the City of Clive in March along with county and school district tax rates.

FY 25-26 Proposed Budget Statement: “Clive will keep its property tax rate at \$9.92 per \$1,000 of taxable value after lowering it by \$0.22 last year. By controlling costs, improving efficiency, and using cash reserves, Clive will continue delivering value for taxes paid. Find details at cityofclive.com.”

The City Council will be asked to approve this proposed statement along with additional information as outlined in Appendix #13 during your February 27 meeting for inclusion in the Taxpayer mailing. This will also include a set date and time for the required Budget Public Meeting proposed as Thursday, April 10 at 5:30 PM in the Council Chambers at Clive City Hall.

2) Meeting the Needs of a Growing Community

The City of Clive continues to be a growing community, mainly due to new residential construction in the northwest portion of the community. The City of Clive has been adding approximately 80-100 new homes to the community annually. This residential growth is represented by the census figures from 2020 where Clive’s population grew from 17,000 in 2015 to 18,600 in 2020. Staff are estimating the population grows to 20,000 by 2025 as a result of the special census. If realized in 2025, this represents an 18% population growth since 2015. In terms of staffing, the City’s FTE count has slightly lagged with population growth, with a 10% increase in FTEs during that same period.

Recommendation Result

Based on the above property tax levy recommendations and the water, sewer, and stormwater utility rate increases that will be outlined in the Public Works Budget memo during the February 13 budget workshop, Appendix #10 displays the overall change in the cost to the Clive taxpayer from the current fiscal year (FY 24-25) to the proposed FY 25-26 Budget. As shown in Appendix #10, the overall change in annual cost to the average residential property owner is an increase of \$69.30, or \$5.78 monthly. The annual increase to a commercial property valued at \$1 million would be \$153.12, or \$12.76 monthly.

The below table displays a metro-wide comparison of “Cost to the Taxpayer” to show how Clive compares to other metro communities. Please note this table does not consider any property tax or utility rate changes the other communities may be considering for their FY 25-26 budgets.

In future years this table will be updated to include the costs associated with franchise fees on electric and gas usage in communities. Clive has had a 5% franchise fee for over a decade and now several communities have implemented these fees in the wake of the impacts of HF718, therefore adding this to taxpayer cost comparison will be important going forward.

Current Fiscal Year 2025-2026 Comparison - Total Annual Cost to the City Taxpayer						
House Valued at \$318,000 with 5,000 Gallons of Water Usage and 1 ERU						
City	Property Taxes	Water	Sewer	Stormwater	Total Cost	LOST?
Urbandale	\$ 1,520.39	\$393.96	\$339.00	\$84.00	\$ 2,337.35	Yes
West Des Moines	\$ 1,636.53	\$451.56	\$445.44	\$106.80	\$ 2,640.33	Yes
Clive	\$ 1,496.21	\$534.60	\$519.72	\$148.80	\$ 2,699.33	Yes
Ankeny	\$ 1,493.24	\$579.00	\$684.72	\$90.00	\$ 2,846.96	No
Altoona	\$ 1,622.01	\$505.20	\$684.60	\$72.00	\$ 2,883.81	Yes
Johnston	\$ 1,725.21	\$597.72	\$563.52	\$90.60	\$ 2,977.05	Yes
Grimes	\$ 1,687.68	\$678.84	\$570.00	\$76.56	\$ 3,013.08	Yes
Windsor Heights	\$ 2,147.62	\$570.00	\$274.80	\$108.00	\$ 3,100.42	Yes
Pleasant Hill	\$ 1,734.57	\$777.60	\$649.44	\$72.00	\$ 3,233.61	Yes
Waukee	\$ 1,953.28	\$615.96	\$769.20	\$88.80	\$ 3,427.24	Yes
Norwalk	\$ 2,244.55	\$586.80	\$756.60	\$90.00	\$ 3,677.95	Yes
Des Moines	\$ 2,505.33	\$457.80	\$609.60	\$218.40	\$ 3,791.13	Yes
Business Valued at \$1,000,000 with 12,000 Gallons and 15 ERUs						
City	Property Taxes	Water	Sewer	Stormwater	Total Cost	LOST?
Urbandale	\$9,072.00	\$1,062.12	\$763.20	\$1,260.00	\$12,157.32	Yes
Ankeny	\$8,910.00	\$1,383.72	\$1,227.36	\$1,350.00	\$12,871.08	No
West Des Moines	\$9,765.00	\$1,004.28	\$1,005.72	\$1,602.00	\$13,377.00	Yes
Clive	\$8,927.74	\$1,283.04	\$1,095.96	\$2,232.00	\$13,538.74	Yes
Altoona	\$9,678.32	\$1,252.08	\$1,559.04	\$1,080.00	\$13,569.44	Yes
Johnston	\$10,294.11	\$1,257.12	\$1,212.00	\$1,359.00	\$14,122.23	Yes
Grimes	\$10,070.17	\$1,602.00	\$1,368.00	\$1,148.40	\$14,188.57	Yes
Pleasant Hill	\$10,350.00	\$1,698.27	\$1,343.28	\$1,080.00	\$14,471.55	Yes
Waukee	\$11,655.00	\$1,403.88	\$1,780.56	\$1,215.00	\$16,054.44	Yes
Windsor Heights*	\$12,814.61	\$1,250.40	\$610.80	\$1,620.00	\$16,295.81	Yes
Norwalk	\$13,392.96	\$1,290.72	\$1,677.24	\$1,350.00	\$17,710.92	Yes
Des Moines	\$14,949.00	\$974.40	\$1,389.12	\$3,276.00	\$20,588.52	Yes
* - Due to variance in how garbage fees are charged, it is not included in the comparison						

F. Next Steps/Policy Direction

This budget memo completes the proposal and the City Manager's recommendation for all components of the FY 25-26 Budget. Previously, the proposed budgets for the Road Use Tax Fund, Water Utility Fund, Sewer Fund, and Stormwater Utility Fund were shared within the Public Works Department budget memo and presentation. Combined with the proposed Trust & Agency Fund and General Fund budgets described in this memo, the two budget memos complete the FY 25-26 budget proposal.

Based on the recommendations provided, the City Council is now asked to offer policy direction to the City Manager on the proposed FY 25-26 Budget. The below summarizes those policy questions:

- 1) 2% rate increase for the Water Utility?
- 2) 4% rate increase for the Sewer Utility?
- 3) 3% rate increase for the Stormwater Utility, including the proposed ERU policy Statement?
- 4) 1.6% increase in the Solid Waste/Recycling Rate from \$16.12/month to \$16.36/month.
- 5) The City Manager's recommendation for the proposed FY 25-26 General Fund Budget and Trust and Agency Budget?

Based on the City Council's direction to the above policy questions, the next steps for the FY 25-26 budget approval process are as follows:

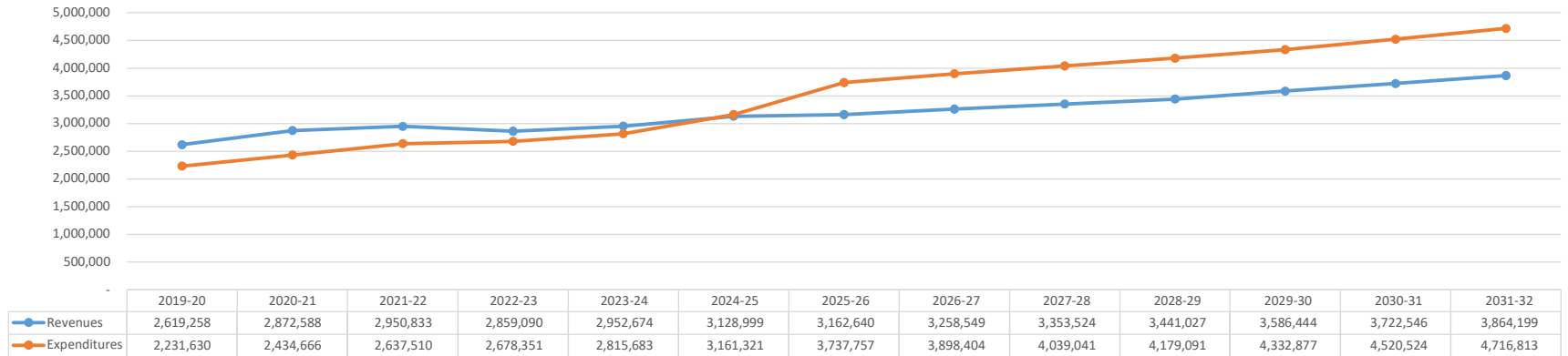
- **February 27** – Regular City Council meeting to hold Budget Workshop #2, to review the General Fund and Trust & Agency Funds. We would also ask the Council to set the Proposed Tax Notice Hearing for March 27 at 5:30 p.m. for the Proposed Tax Rate
- **March 5** – Deadline for Proposed Tax Notice Hearing language to be sent by County Assessor to taxpayers.
- **March 27** – Proposed Tax Hearing for the FY 25-26 Proposed Tax Rate at 5:30 p.m. At the Regular City Council Meeting at 6:00 p.m. staff will ask the Council to set the public hearing for the FY 25-26 Budget approval and approve the budget publication for 4/10/25.
- **April 10** – Regular City Council meeting with a public hearing to be held on the Proposed FY 25-26 Budget.
- **April 30** – State-mandated deadline for City budget to be submitted to County Auditor.

G. Appendix

Throughout the budget memo, numerous supporting documents were referenced. This appendix provides all of the supporting documentation. The documents are listed in the order provided below.

- 1. Trust & Agency Fund Summary**
- 2. General Fund Summary**
- 3. Administrative Services Department Budget Memo**
- 4. Police Department Budget Memo**
- 5. Fire Department Budget Memo**
- 6. Leisure Services Department Budget Memo**
- 7. Community Development Department Budget Memo**
- 8. Technology Services Budget Memo**
- 9. Iowa Assessment Limitations Table – Iowa Department of Revenue**
- 10. Annual Cost for City of Clive Services – City Taxpayer Comparison**
- 11. Line-Item Detail – General Fund**
 - A – Revenue Detail**
 - B – Expense Detail**
- 12. HF718 Projections**
- 13. FY 25-26 Proposed Tax Statement For Mailing**

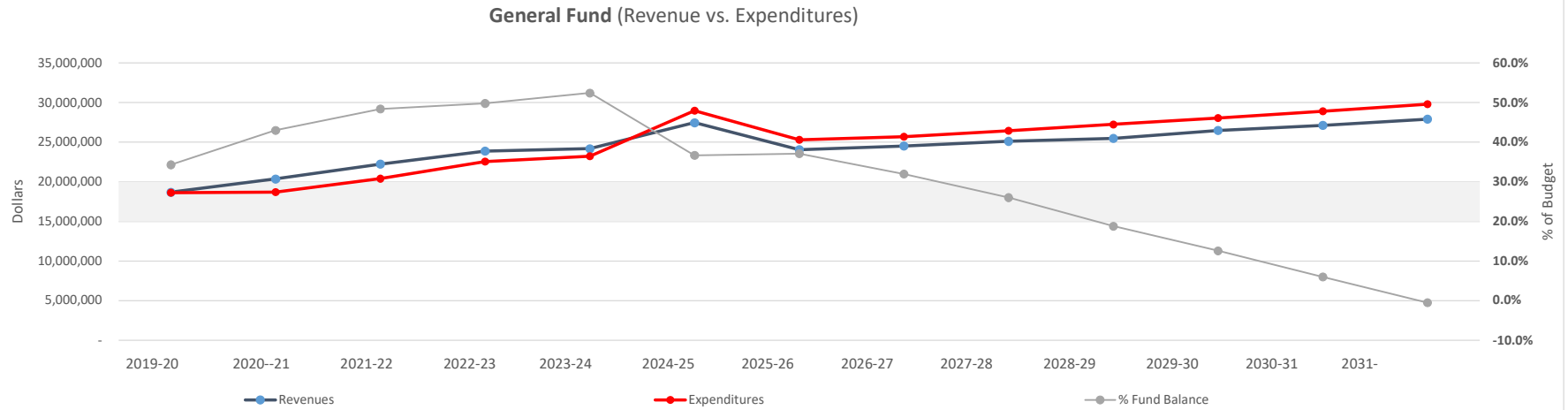
Trust & Agency Fund (Revenue vs. Expenditures)



Fiscal Year	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2024-25 Re-Est	2025-26 Budget	2026-27 Projected	2027-28 Projected	2028-29 Projected	2029-30 Projected	2030-31 Projected	2031-32 Projected
Trust & Agency Tax Levy Rate	\$1.59	\$1.59	\$1.59	\$1.59	\$1.44	\$1.43	\$1.40	\$1.40	\$1.40	\$1.40	\$1.40	\$1.40	\$1.40
Cash Balance, July 1	\$ 1,638,193	\$ 2,025,821	\$ 2,463,742	\$ 2,777,065	\$ 2,957,803	\$ 3,094,793	\$ 3,062,471	\$ 2,487,354	\$ 1,847,499	\$ 1,161,982	\$ 423,918	\$ (322,514)	\$ (1,120,492)
Revenues	\$ 2,436,839	\$ 2,660,566	\$ 2,737,436	\$ 2,625,342	\$ 2,722,384	\$ 2,892,642	\$ 2,909,211	\$ 2,987,380	\$ 3,063,373	\$ 3,130,566	\$ 3,254,251	\$ 3,367,099	\$ 3,483,870
Transfers In	\$ 182,419	\$ 212,022	\$ 213,397	\$ 233,748	\$ 230,290	\$ 236,357	\$ 253,429	\$ 271,169	\$ 290,151	\$ 310,461	\$ 332,194	\$ 355,447	\$ 380,329
Funds Available	\$ 4,257,451	\$ 4,898,408	\$ 5,414,575	\$ 5,636,155	\$ 5,910,477	\$ 6,223,792	\$ 6,225,111	\$ 5,745,903	\$ 5,201,023	\$ 4,603,009	\$ 4,010,362	\$ 3,400,032	\$ 2,743,707
Expenditures	\$ 2,231,630	\$ 2,434,666	\$ 2,637,510	\$ 2,678,351	\$ 2,815,683	\$ 3,161,321	\$ 3,737,757	\$ 3,898,404	\$ 4,039,041	\$ 4,179,091	\$ 4,332,877	\$ 4,520,524	\$ 4,716,813
Transfers Out	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Balance, June 30	\$ 2,025,821	\$ 2,463,742	\$ 2,777,065	\$ 2,957,803	\$ 3,094,793	\$ 3,062,471	\$ 2,487,354	\$ 1,847,499	\$ 1,161,982	\$ 423,918	\$ (322,514)	\$ (1,120,492)	\$ (1,973,106)
Added to Cash Reserve/ (Use of Cash Reserves)	387,628	437,921	313,323	180,739	136,991	(32,322)	(575,117)	(639,855)	(685,517)	(738,064)	(746,432)	(797,978)	(852,614)
Balance as % of Expenditures & Transfers Out	90.8%	101.2%	105.3%	110.4%	109.9%	96.9%	66.5%	47.4%	28.8%	10.1%	-7.4%	-24.8%	-41.8%

Fiscal Year	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2024-25 Re-Est	2025-26 Budget	2026-27 Projected	2027-28 Projected	2028-29 Projected	2029-30 Projected	2030-31 Projected	2031-32 Projected
Revenues													
General Property Taxes	2,307,050	2,521,290	2,621,212	2,477,510	2,581,148	2,710,698	2,752,587	2,859,787	2,942,721	3,028,060	3,149,182	3,259,403	3,373,482
State Commercial Property Tax Backfill	82,246	82,451	40,479	72,263	61,939	51,616	41,292	30,969	20,646	-	-	-	-
BUSINESS PROP TAX REIMB- TIER1	-	-	-	-	-	20,082	19,368	18,803	18,255	17,723	17,206	16,704	16,217
Reimbursements- Group Insurance	47,543	56,826	75,745	75,570	79,297	110,246	95,964	96,624	100,006	102,506	105,069	107,695	110,388
Transfer In (T&A)	182,419	212,022	213,397	233,748	230,290	236,357	253,429	271,169	290,151	310,461	332,194	355,447	380,329
Total Revenues	2,619,258	2,872,588	2,950,833	2,859,090	2,952,674	3,128,999	3,162,640	3,258,549	3,353,524	3,441,027	3,586,444	3,722,546	3,864,199
Revenue Adjustments		253,330	78,245	(91,743)	93,584	176,325	33,641	95,909	94,975	87,504	145,417	136,102	141,653
% Revenue Change from Year to Year		9.2%	2.9%	-4.1%	3.7%	6.3%	0.6%	2.7%	2.5%	2.2%	4.0%	3.5%	3.5%

Fiscal Year	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
	Actual	Actual	Actual	Actual	Actual	Re-Est	Budget	Projected	Projected	Projected	Projected	Projected	Projected
Expenditures													
Group Insurance (T&A)	1,296,024	1,419,193	1,488,290	1,449,804	1,508,900	1,743,514	1,787,101	1,876,456	1,970,279	2,068,793	2,172,232	2,280,844	2,394,886
Pensions - MFPRS (T&A)	479,202	492,764	550,963	560,243	552,068	599,725	667,175	691,193	716,076	741,855	768,562	796,230	824,894
Pensions - IPERS (T&A)	-	-	-	-	-	411,130	886,106	918,006	951,054	985,292	1,020,762	1,057,510	1,095,580
City Contribution FICA (T&A)	-	-	-	-	-	-	-	-	-	-	-	-	-
Workers Comp Insurance (T&A)	373,329	391,507	436,452	501,280	568,676	202,046	213,800	218,076	222,438	226,886	231,424	236,052	240,774
Retiree Insurance (T&A)	66,380	114,972	137,656	154,223	172,101	189,906	168,575	179,673	164,194	141,265	124,896	134,887	145,678
Police Disability Claims (T&A)	16,695	16,231	24,150	12,800	13,939	15,000	15,000	15,000	15,000	15,000	15,000	15,000	15,000
Transfer Out (T&A)	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Expenditures	2,231,630	2,434,666	2,637,510	2,678,351	2,815,683	3,161,321	3,737,757	3,898,404	4,039,041	4,179,091	4,332,877	4,520,524	4,716,813
Expenditure Adjustments		203,036	202,844	40,841	137,332	345,638	576,436	160,647	140,637	140,050	153,786	187,647	196,289
% Expenditure Change from Year to Year		9.1%	8.3%	1.5%	5.1%	12.3%	18.2%	4.3%	3.6%	3.5%	3.7%	4.3%	4.3%



Fiscal Year	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2024-25 Re-Est	2025-26 Budget	2026-27 Projected	2027-28 Projected	2028-29 Projected	2029-30 Projected	2030-31 Projected	2031-32 Projected
General Fund Levy Rate	\$ 7.07	\$ 7.07	\$ 7.07	\$ 7.07	\$ 7.22	\$ 7.01	\$ 6.94	\$ 6.94	\$ 6.94	\$ 6.94	\$ 6.94	\$ 6.94	\$ 6.94
Total City of Clive Levy Rate	\$ 10.14	\$ 10.14	\$ 10.14	\$ 10.14	\$ 10.14	\$ 9.92	\$ 9.92	\$ 9.92	\$ 9.92	\$ 9.92	\$ 9.92	\$ 9.92	\$ 9.92
Cash Balance, July 1	\$ 6,032,946	\$ 6,400,671	\$ 8,047,392	\$ 9,892,218	\$ 11,229,675	\$ 12,188,992	\$ 10,648,935	\$ 9,402,501	\$ 8,223,263	\$ 6,891,504	\$ 5,124,673	\$ 3,536,768	\$ 1,731,141
Revenues	\$ 16,519,375	\$ 17,809,120	\$ 19,431,480	\$ 20,994,714	\$ 21,108,544	\$ 21,188,707	\$ 20,812,825	\$ 21,150,223	\$ 21,609,899	\$ 21,826,319	\$ 22,683,352	\$ 23,173,965	\$ 23,818,318
Transfers In	\$ 2,168,825	\$ 2,545,249	\$ 2,831,816	\$ 2,895,314	\$ 3,083,960	\$ 6,270,128	\$ 3,248,099	\$ 3,378,023	\$ 3,513,144	\$ 3,653,670	\$ 3,799,816	\$ 3,951,809	\$ 4,109,881
Funds Available	\$ 24,721,146	\$ 26,755,040	\$ 30,310,688	\$ 33,782,246	\$ 35,422,179	\$ 39,647,827	\$ 34,709,860	\$ 33,930,746	\$ 33,346,305	\$ 32,371,493	\$ 31,607,842	\$ 30,662,542	\$ 29,659,341
Expenditures	\$ 16,454,088	\$ 16,853,668	\$ 18,117,821	\$ 20,765,372	\$ 20,921,979	\$ 22,696,860	\$ 22,759,131	\$ 23,161,032	\$ 23,870,153	\$ 24,623,402	\$ 25,408,305	\$ 26,228,689	\$ 27,073,942
Transfers Out	\$ 2,186,882	\$ 1,853,980	\$ 2,300,649	\$ 1,787,199	\$ 2,311,208	\$ 6,302,032	\$ 2,548,228	\$ 2,546,451	\$ 2,584,648	\$ 2,623,418	\$ 2,662,769	\$ 2,702,711	\$ 2,743,251
Ending Balance, June 30	\$ 6,400,671	\$ 8,047,392	\$ 9,892,218	\$ 11,229,675	\$ 12,188,992	\$ 10,648,935	\$ 9,402,501	\$ 8,223,263	\$ 6,891,504	\$ 5,124,673	\$ 3,536,768	\$ 1,731,141	\$ (157,852)
Added to Cash Reserve/ (Use of Cash Reserves)	47,230	1,646,721	1,844,826	1,337,457	959,318	(1,540,057)	(1,246,435)	(1,179,238)	(1,331,759)	(1,766,831)	(1,587,905)	(1,805,626)	(1,888,994)
Balance as % of Expenditures & Transfers Out	34.3%	43.0%	48.4%	49.8%	52.5%	36.7%	37.2%	32.0%	26.1%	18.8%	12.6%	6.0%	-0.5%

Fiscal Year	2019-20 Actual	2020-21 Actual	2021-22 Actual	2022-23 Actual	2023-24 Actual	2024-25 Re-Est	2025-26 Budget	2026-27 Projected	2027-28 Projected	2028-29 Projected	2029-30 Projected	2030-31 Projected	2031-32 Projected
Revenues													
General Property Taxes	10,259,061	11,207,946	11,862,531	12,412,658	12,941,575	13,287,562	13,646,605	14,039,377	14,418,440	14,708,506	15,437,598	15,939,320	16,457,348
Agricultural Property Taxes	1,377	1,214	1,241	1,224	1,021	839	960	1,343	1,343	1,343	1,343	1,343	1,343
Utility Franchise Fees	1,147,277	1,240,603	1,416,037	1,439,737	1,262,840	1,350,000	1,290,000	1,292,469	1,294,938	1,297,406	1,299,875	1,302,344	1,304,813
State Commercial Property Tax Backfill	365,733	366,515	179,941	316,149	270,985	324,260	276,666	228,705	180,816	87,852	85,293	82,808	80,396
Hotel/Motel Taxes	900,382	632,168	895,552	928,489	921,701	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
General - Non-Program	953,533	1,358,498	1,181,643	1,836,104	1,694,117	1,353,250	744,250	751,693	759,209	766,802	774,470	782,214	790,036

Police Program	152,949	135,083	97,433	133,036	81,563	86,000	91,000	91,000	91,000	91,000	91,000	91,000	91,000
Ambulance Fees	475,608	557,123	533,510	659,174	747,854	700,500	700,500	707,505	714,580	721,726	728,943	736,233	743,595
Fire Program	4,716	5,033	57,573	13,732	43,405	9,500	9,500	9,595	9,691	9,788	9,886	9,985	10,084
Roadway Maint Program	17,789	22,472	34,545	13,971	29,318	31,000	31,000	31,620	32,252	32,897	33,555	34,227	34,911
Solid Waste Collection & Disposal Fees	938,223	972,663	983,920	1,127,474	1,200,373	1,255,682	1,269,600	1,288,136	1,306,943	1,326,024	1,345,384	1,365,027	1,384,956
Library Program	46,776	49,213	60,483	45,016	42,254	41,984	40,984	40,984	40,984	40,984	40,984	40,984	40,984
Park & Recreation Fees	315,542	332,096	494,494	478,775	490,824	481,930	502,650	507,677	512,753	517,881	523,060	528,290	533,573
Aquatic Center Fees	213,384	362,780	647,066	721,599	689,773	727,700	734,610	741,956	749,376	786,844	794,713	802,660	810,687
Building Permit Fees	597,305	351,019	777,109	570,752	513,141	350,000	300,000	313,664	323,074	332,766	342,749	353,032	360,092
Building & Planning Program	129,721	214,693	208,402	296,824	177,801	188,500	174,500	104,500	174,500	104,500	174,500	104,500	174,500
Transfers In	2,168,825	2,545,249	2,831,816	2,895,314	3,083,960	6,270,128	3,248,099	3,378,023	3,513,144	3,653,670	3,799,816	3,951,809	4,109,881
Total Revenues	18,688,200	20,354,369	22,263,296	23,890,028	24,192,505	27,458,835	24,060,924	24,528,246	25,123,043	25,479,989	26,483,169	27,125,774	27,928,199

Revenue Adjustments	1,666,168	1,908,927	1,626,732	302,477	3,266,330	(3,397,911)	467,321	594,797	356,946	1,003,180	642,605	802,425
% Revenue Change from Year to Year	7.2%	8.3%	7.4%	0.5%	0.4%	-1.8%	1.6%	2.1%	1.0%	3.8%	2.1%	2.7%

Fiscal Year	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32
	Actual	Actual	Actual	Actual	Actual	Re-Est	Budget	Projected	Projected	Projected	Projected	Projected	Projected
Expenditures													
Salaries/FICA/Medicare/Deferred Comp	9,758,341	10,114,179	10,772,529	12,094,930	12,173,877	13,428,506	13,802,793	14,492,933	15,145,115	15,826,645	16,538,844	17,283,092	18,060,831
Pensions - IPERS/MPFRSI	610,149	645,590	666,470	744,531	750,057	438,783	-	-	-	-	-	-	-
Police Program Exp	387,984	415,743	470,144	490,906	507,021	541,389	511,030	516,140	521,302	526,515	531,780	531,780	531,780
Westcom - Fire & Police	463,570	411,592	450,836	506,988	559,289	615,000	615,000	627,300	639,846	652,643	665,696	679,010	692,590
Westside/Urbandale Fire Station Operations	1,329,218	1,474,660	1,018,146	2,181,116	1,522,843	1,600,000	1,650,000	1,525,000	1,523,250	1,522,398	1,531,574	1,550,424	1,569,839
Fire & EMS Program	231,992	261,858	296,880	387,062	498,871	521,144	513,889	519,028	524,218	529,460	534,755	534,755	534,755
Disaster Control & Homeland Security	12,104	10,171	15,987	12,285	12,392	14,015	14,015	14,015	14,015	14,015	14,015	14,015	14,015
Traffic Safety Program	128,100	159,432	200,183	186,320	212,740	263,115	294,585	294,585	294,585	294,585	294,585	294,585	294,585
Street Lighting Program	92,803	103,862	108,035	114,485	118,659	224,000	224,000	224,000	224,000	224,000	224,000	224,000	224,000
Engineering Program	20,215	11,710	14,367	15,537	19,319	35,705	35,705	35,705	35,705	35,705	35,705	35,705	35,705
Solid Waste Collection and Disposal Program	811,767	865,345	935,504	1,003,313	1,225,331	1,269,075	1,227,000	1,239,270	1,251,663	1,264,179	1,276,821	1,289,589	1,302,485
Library Program Exp	167,944	190,810	223,413	211,510	247,358	276,061	283,720	292,976	292,370	301,756	301,282	310,802	310,464
Hotel/Motel 28E Agreements and Contracts	549,019	395,753	551,789	579,855	579,067	624,349	625,000	625,000	625,000	625,000	625,000	625,000	625,000
Parks & Recreation Program	594,976	587,779	876,588	624,677	806,646	842,980	984,125	911,966	921,086	930,297	939,600	948,996	958,486
Aquatic Center Program	152,597	102,341	210,279	243,724	243,442	262,010	265,560	270,871	276,289	281,814	287,451	293,200	299,064
Harbach (Community Center)	-	-	35,776	54,045	82,377	103,500	120,004	122,404	124,852	127,349	129,896	132,494	135,144
Planning & Building Program	83,311	49,841	63,576	54,115	56,619	100,520	81,710	82,527	83,352	84,186	85,028	85,878	86,737
Mayor & City Council Program	78,885	48,856	92,867	72,083	70,899	77,038	90,996	90,996	90,996	90,996	90,996	90,996	90,996
Executive & Admin Program	36,695	25,616	37,020	48,652	40,252	109,600	60,600	60,600	60,600	60,600	60,600	60,600	60,600
Financial Admin Program	232,885	124,913	141,525	103,061	205,480	127,034	86,600	87,466	88,341	89,224	90,116	91,017	91,928
Human Resources Program	38,286	83,026	117,234	140,889	146,930	135,782	138,782	140,170	141,572	142,987	144,417	145,861	147,320
Legal Services Program	40,320	64,737	56,273	42,268	70,783	70,000	70,000	70,000	70,000	70,000	70,000	70,000	70,000
Facility Maintenance/City Hall Operations Program	211,040	213,148	230,490	307,275	256,237	318,450	321,450	324,665	327,911	331,190	334,502	337,847	341,226
IT Program	341,000	376,359	434,492	452,517	417,582	623,345	650,487	623,739	626,858	633,127	639,458	639,458	639,458
General Fund Programs	80,888	116,347	97,419	93,229	97,910	75,459	92,080	92,080	92,080	92,080	92,080	92,080	92,080
Transfer Out	2,186,882	1,853,980	2,300,649	1,787,199	2,311,208	6,302,032	2,548,228	2,546,451	2,584,648	2,623,418	2,662,769	2,702,711	2,743,251
Total Expenditures	18,640,970	18,707,647	20,418,470	22,552,571	23,233,187	28,998,892	25,307,359	25,707,483	26,454,801	27,246,820	28,071,074	28,931,400	29,817,193

Expenditure Adjustments	399,579	1,264,154	2,647,551	156,607	1,774,881	62,271	401,901	709,121	753,249	784,903	820,385	845,252
% Expenditure Change from Year to Year	2.4%	7.0%	12.7%	0.7%	7.8%	0.3%	1.7%	3.0%	3.1%	3.1%	3.1%	3.1%



MEMO

To: Mayor Edwards and Council Members
From: Elizabeth Hansen, Director of Administrative Services
Date: November 25, 2024
Re: FY26 Budget Memo

Administrative Services Department

Introduction & Background:

The Administrative Services Department is the hub of the City with three major functions that serve as a central support system for all departments. The *City Clerk* division of the department serves residents in a variety of capacities as well as elected officials and provides management of official City records. The *Finance and Utility Billing* division of the department provides for the billing, payment processing, and collections for water, sewer, stormwater, solid waste, and curbside recycling. The division is also focused on providing accurate, meaningful, and timely financial information for sound decision-making by all departments as well as the elected officials, and the safeguarding of City assets. *Human Resources* coordinates recruitment, hiring, and retention programs for the City. This area also administers employee benefits and provides support services to management staff and employees.

As a department director, an overarching goal is continued investment in developing staff with skill sets for their positions that directly benefit the City.

Long-Term Challenges:

- As a department, staff proactively work to identify efficiencies in processes and procedures that will expand capacity at existing staff levels today and in the future. As these efficiencies come to fruition, it is a constant evolution of technology. The vision is to maintain current staffing levels as the City moves towards buildout and the employee base evolves and grows.
- The electronic document management system (Laserfiche) continues to be a solid investment for the City. It has been developed and utilized by all departments to varying

degrees. In the absence of a dedicated records management position, it is an ongoing effort to move forward to a paperless system. The purging and scanning of old records will continue as time allows. This will continue to be a challenge in the near future.

- Recruitments for public safety continue to be a challenge. For most other searches, the number of applications is increasing, thus the number of quality candidates is also improving.
- Looking forward to the expectations of the next generation of City employees will require forward, creative, and diverse thinking to meet their needs adequately to continue the employment culture that has been cultivated since 1956. The diverse needs of the employee base have come full circle post-pandemic. Employees have the desire and the expectation to continue flexible and remote work assignments. Awareness and elevated expectations are coming forth regarding various facets of employee benefits and the workplace in general.

The multi-faceted initiative to analyze the market on compensation/benefits and performance evaluation, along with developing recruitment and promotional processes will be key to hiring and retaining top-quality employees who are professional, well-trained, and dedicated to serving the City of Clive.

- We are delighted with the City's ability to increase the bond rating status back up to Aaa. Maintaining the top rate will be a priority and could come with challenges as the city builds out. Having a strong financial position is key, along with numerous other big-picture elements. We have enjoyed the interest income but understand that it is slowly declining with a more stable economy.
- Staff training and constant hyper-awareness of potential cyber threats and the various levels of threats that could occur will be critical to ensuring the ability to effectively prevent, manage, and mitigate an event if needed.

Development of Administrative Services Department

Since the former Human Resources Manager's retirement, the Director of Administrative Services has enhanced the Director role to include many Human Resource Management duties. This has been positive because it allowed an opportunity for her growth, but also for the Human Resources Specialist, the Finance Manager, the Accounting Specialist, and Utility Billing Specialists. Development plans are in place to enhance the skills and abilities of the administrative team.



Short-term Initiatives:

The following initiatives will be moving forward over the coming months:

- A special partial census will be conducted in May 2025 with payment made in fiscal year 2024.
- Completion of collective bargaining and labor negotiations.
- Completion and filing of the FY25 Audit, FY 2025-2026 budget, 2025A, and 2025B Bond Sales; both spring and fall, and utility rate adjustments.
- Succession planning and continued development of administrative staff.
- Ongoing education of staff regarding benefits to provide an understanding of the various benefit plans utilizing the online portal. Various aspects of benefits are communicated monthly through the Clive Connections employee newsletter.
- Continued program development and education for the electronic employee orientation and NeoGov On Board module, in addition to the electronic employee benefits portal.
- Implementation and continued training for the NeoGov Perform module for city-wide training.
- Continued work with IGHCP to improve the services offered to employees, while creating efficiencies for administrative staff.
- Employee Handbook annual update.
- Continued Benefits and Safety Fair for employees.
- Non-union compensation study and benefits review.
- Completion of new utility rate structure, cleanup of accounts, title 8 ordinance amendment, and ERU policy for accounts.
- Continued work on staffing levels review.
- Process improvement for onboarding seasonal employees.
- Annual Capital Improvement Planning, and ongoing quarterly reviews.



Clive Police
8800 Hickman Road
Clive, IA 50325
515.278.1312
cityofclive.com



To: City Manager and City Council

From: Chief Mark Rehberg

Date: November 25, 2024

Re: **Police Budget Memorandum FY26**

This is a relatively quiet year for the police department. We will not have any large budget or personnel requests affecting the General Fund for fiscal year 26, however, I am looking at building on what we have done in the past, especially in our operations areas, where officer response, capabilities and training opportunities are concerned.

Where the Capitol Equipment Schedule (CES) is concerned, we will have the replacement of three unmarked cars and one patrol vehicle. Fleet payments are also drawn from CES. Those specific items are addressed below.

Training. 001-5110-6230: Keeping our officers trained to keep up with ever-evolving criminal methods is an ongoing task. Our officers need to have the skills and knowledge to be effective and to stay safe. The cost of these training courses continues to increase as outside companies change their business plans. We are working hard at hosting many of these courses, which give us reduced fee or free seats in a class, however, many times we will need to send an officer to another location, resulting in overnight stays.

In 2025 we increased our ILEA budget to accommodate hiring three new officers to be trained at the Iowa Law Enforcement Academy. Tuition, meals, and lodging at the ILEA cost more than \$10,000 per student. We continue to be in a hiring mode and while we have worked hard to get certified applicants, we still have a need to bring on those who are not certified or certified in another state. Because of that, I feel it prudent to budget for three officers for the next fiscal year.

This represents an increase of \$55,214 to \$58,514, covering a slight increase in training and in our costs for the PLS On-line course. **(\$3,300)**

Uniform replacement. 001-5110-6184: While uniform outfitting for new employees has also continued to rise, the department has not had an increase in several years for this cost. We are committed to ensuring that every officer has the uniforms and equipment they need to perform. Due to being at full staffing there is an opportunity to decrease the amount required for new uniform issue.

This represents a decrease from \$44,250 to \$40,000. **(-\$3,000)**

Evidence supplies. 001-5110-6505: This request consists of an increase in evidence supplies. The current budget allows for \$2,000 in replacement and I am seeking an increase to \$3,000. We are seeing an increase in cases reported, which includes more evidence being processed in the department. Additionally, we have three police officers cross trained as crime scene technicians and they are utilizing this skill and these resources more on the street, requiring faster replacement.

This represents an increase of \$39,200 to \$41,200. **(\$2,000)**

Minor equipment. 001-5110-6504: In FY 25, we will have made a major upgrade in SERT equipment and will be back on a 5-to-7-year replacement cycle for protective equipment. Under this line item, we also budget for expenses such as badges and I am also seeking funding for our community relations efforts. I am proposing a reduction in SERT gear from \$9,500 to \$2,500. Increasing our costs for badges to \$3,000 and adding a Community Relations line for \$2,500.

Overall, this represents a decrease from \$17,500 to \$15,000. **(-\$2,500)**

Other Capital Equipment. 001-5110-6727: The department has been in the process of replacing Tasers as our older supply has outlasted the expected lifecycle. We are at a place now where the number of Tasers in our inventory is adequate, however, we will still have a need for replacement of training and live cartridges, batteries and some upkeep.

This represents a decrease from \$12,000 to \$7,000. **(-\$5,000)**

Vehicle Repairs and MDC/Radio upkeep. 001-5110-6332: Due to our current fleet of vehicles and our patrol shift rotations, we are at a place where patrol vehicle replacement is occurring on a 4-year rotation cycle. We continue to see costs from wear on these patrol cars, however, that is far less than replacement cost. Because of the recent radio upgrade and new MDCs that are installed in our patrol cars, I am recommending a slight decrease for MDC and radio repairs.

This represents an increase from \$26,650 to \$25,000. **(-\$1,650)**

Overall, these requests represent an increase to the FY25 budget of \$1,150, with the majority of the increase being dependent on inflation as well as the increase in materials and production costs.

FY26 Capital Equipment Schedule: For FY26 there are four vehicle purchases that are scheduled. One patrol car and three unmarked vehicles. Additionally, a \$30,000 payment for our Flock lease is included in the CES.

We have been diligent in researching new equipment and vendors, looking at lifecycles of



equipment, and extending the length of time we are keeping these items in rotation to ensure we are getting the best value for the city's dollar. At the same time, we recognize the need to find new technologies to make sure we are using the best practices for our operational needs and to make sure we are responsible to the community we serve. As we move into FY26, there will be another opportunity to investigate the extension of vehicle life and evaluate manufacturer availability.

As we move forward, I recognize that there will be significant challenges that each department will face. At the same time, there will be opportunities that we will still likely pursue that will ensure this organization remains a leader in the metro. Technology and the investigations that depend on them, Community Interaction and Mental Health will continue to be top priorities as we move ahead.

I have always said that when we need something, the City Leadership has done what they can to ensure we get it. It is that type of support that makes Clive a great place to work and gives us the ability to make sure our residents, businesses and visitors are safe. Thank you for your continued support of the Clive Police Department as we keep Clive a safe community, a great place to live, and the premier location for families.

Respectfully,



Mark Rehberg
Chief of Police



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11/21/2024

FY 2025 Budget – Fire Department

Introduction

Clive is a long, narrow city with three distinct areas for analyzing Fire/EMS response performance.

Clive utilizes a regional closest unit response system to provide our community's primary Fire/EMS response. This deployment model works exceptionally well for Clive's unique long and narrow geography. The result of this system is six stations covering Clive for the primary response. Traditional mutual aid arrangements assist Clive during multiple significant events.

For data analysis purposes, the Clive Fire Department has divided the City of Clive into three areas:

West—West of 156th: This area includes the primary ambulance response by Station 43 (Urbandale). Stations 43 (Urbandale) and 22 (Clive/West Des Moines) handle fire responses.

Central—156th to I80: This area is primarily served by Station 22 (Clive/West Des Moines) and Station 42 (Urbandale). The primary responding ambulance comes from Station 42 (Urbandale).

East—East of I80: This area has primarily been served by Station 32 (Clive), Station 41 (Urbandale), and Station 55 (Windsor Heights). The Clive and Urbandale stations provide an ambulance and fire engine response. The Windsor Heights station provides either an ambulance or an engine to respond.

Fire and EMS are essential public safety needs in Clive. Like most public services, the community does not consider them until needed. Thus, it is necessary to share some perspectives on these services.

With the new restructuring of response areas for West Des Moines Station 22 and Urbandale Station 43, we are seeing an increase in Clive Central calls (as projected). During the restructuring of Station 22, we anticipated a reduction in calls in that area and an increase in calls from Station 43. Looking at data from 2023, this is being realized. When preparing this budget, we did account for a higher number of calls for service in Clive Central. With this comes longer driving times and a higher number of calls. These projections are reflected in the Fire Department's budget request.

Some Fire/EMS calls are urgent and very time/resource-sensitive. Structure fires are time-sensitive, with exponential growth in a few minutes, based on heat generated with newer materials, open floor plan designs, and construction methods that fail quickly when exposed to fire. Some EMS calls are time-sensitive, as cardiac and brain death can occur in a few short minutes. Structure fires are resource-intensive and require an initial deployment of 14+ personnel, typically using a three-department response in Clive (3 engines, one ladder, one ambulance, and one chief officer). EMS calls are resource intensive as an unresponsive patient can require 4-6 personnel on-scene (and will use at least three personnel to transport them to the emergency room).

In addition to the core emergency response service, Fire Department staff are involved in building plan/fire safety system reviews, training, pre-plans, equipment and building maintenance, and community events.

Budget Requests

In planning and preparing the FY25 budget, the Clive Fire Department focuses on employee recruitment, retention, service delivery, training, apparatus maintenance, and repair.

Vehicle Maintenance & Repair: As our fleet of vehicles ages, so does the overall cost of maintaining them. After a thorough assessment of our fleet and our need to keep that fleet, we discovered an additional \$45,000 is needed to support it. This also accounts for the rise in fuel usage from calls and longer travel distances to Clive Central and the Western part of Clive. As these costs trend up, we are currently looking at ways to reduce them. One approach that we are working on is utilizing Urbandale Public Works. Urbandale has three licensed maintenance staff to work on Pierce Fire trucks. These technicians are also obtaining licenses to work on the fire pumps within the Pierce fire truck. We intend to purchase a Pierce truck for our replacement schedule, mainly due to maintenance access in Urbandale. We believe access to these mechanics will allow us better knowledge and history of our apparatus, allowing tracking and trends with each device. We also think the turnaround times will be much shorter. This will reduce out-of-service times. Urbandale Public Works has also agreed to come to our facility for specific items to perform needed duties. Again, this will reduce service times and overall maintenance and repair costs. This will also prevent the artificial cost inflation we see with third-party mechanics around the metro. Due to the asset transfer of L325 many of the items on the list of repairs have been requested by the City of Urbandale to have repaired prior to the asset transfer. The City of Urbandale has offered to have them fixed in their shop prior to the asset transfer, saving the City



of Clive thousands of dollars in costs. This is a one-time fee that we will not have to budget for in the future. The total cost of the repairs is \$26,000. The itemized list of repairs is also included. Also due to the upcoming asset transfer, we were forced to move up other costs associated with the ladder truck, i.e. new tires. The remainder of the costs (\$19,000) are associated with the ongoing maintenance and repair of E320. These are “normal” costs. We are seeing the cost of this maintenance and repairs increasing. Due to the operational response plan, the maintenance of 320 has become the priority. Some items that we could have put off, are becoming a priority due to 320 moving into the first our role in a permanent role due to the asset transfer.

Contributions & Payments to other Agencies: The Clive Fire Department is seeing an increase in GEMT costs. The Fire Department is requesting an increase in the 2025 budget of \$45,000. The payments to Iowa Medicaid are variable rates that change year by year. Per our consultant, the rates are not known, and GEMT does not explain why (he continues to ask time after time). This increase in payments to GEMT will also bring the City of Clive more revenue. Iowa Medicaid does not provide a detailed outline of requested payments from the city. As a general rule of thumb per our consultant, our revenue should be around 2x what our expenses are for GEMT.

Our overall request for an increase of \$124,000 to the general fund.

Thank you for your consideration.

Closing,

Clayton Garcia
Fire Chief – City of Clive





MEMO

To: Mayor Edwards and Council Members
From: Richard Brown, Leisure Services Director
Date: November 25, 2024
Re: FY26 Budget Memo

Leisure Services Department

The proposed FY2026 budget for the Leisure Services Department is reflective of the City Council strategic plan priorities. Much of the proposed budget is status quo outside of increases associated with increases in costs for materials and supplies, but there are supplemental budget requests that are reflective of the Council's priorities. Key requests are for investments in the city's neighborhood parks, interim repairs to the greenbelt trail and costs associated with managing stormwater ponds and equipment for the new natural resource team.

Leisure Services Administration –

The administration division of the Leisure Services Department consists of three full-time staff, who include the Leisure Services Director and one Administrative Assistant and one Administrative Specialist overseeing the operations of the department, coordinating customer services and communications efforts of the department. Additionally, work completed by the administration division includes the planning and development of park and trail projects, grant writing and fundraising for projects like Greenbelt Landing, Linnan Park and the Little Walnut Creek Trail.

The past year has been very busy with the construction of Cirkseena Park, Indian Hills Woods along with major greenbelt restoration efforts between 100th Street and I-35/80 and along Little Walnut Creek east of Alice's Road and finally the groundbreaking for the Greenbelt Landing project. The next 12-18 months are planned to be just as busy with the construction of Greenbelt Landing, Linnan Park and the ongoing work along Little Walnut Creek.

Library –

The library division consists of professional full-time staff (5) and part-time staff (up to 20 between Harbach Center and the main library building) that work together to provide a wide range of library services for our community. The addition of the Harbach Center in May of 2022 has created a lot of opportunities to bring more people into the library that have not previously accessed library services, and we have continued to see that growing into 2024.



The remodel of City Hall and Library is expected to create some frustration and difficulties for patrons, but we are also looking at it as an opportunity to introduce more people to the Harbach Community Center and what that facility offers the community.

The key highlights and funding requests for the Library Division include:

- **Budget Stability** - Most line items stay the same and we no longer project big increases in the costs of books and other suppliers after a large increase in book costs over the past three years.
- **Digital Book Demand** – The library is continuing to see increase each year in the use of digital books. The proposed increase is to cover the increased demand for digital book checkouts.
- **Part-Time Library Assistant Hours** – Staff is proposing an increase of 10 hours of part-time staff per pay period or a total of 260 hours per year to cover increases in training that is now being required for the part-time library assistants.
- **Library Assistant Conversion** – In the FY2025 budget it was approved to create a full-time library assistant position by converting the equivalent number of part-time library assistant hours to create a full-time library assistant position in each of the next two fiscal years for a total of two full-time library assistant positions by FY2026. The first position was created in July of 2025 and has proved to be successful, but staff wishes to not create the second position. The rationale is that we believe the one position has created stability in the part-time team and by creating a second full-time position would remove some of the flexibility that we currently have with the part-time library assistants.

Parks, Trails and Natural Resources –

The Parks Division is made up of fourteen full-time employees and up to seven seasonal employees. This group cares for over 550 acres of parkland and roughly 24 miles of trails that are used daily by our community. The City of Clive maintains 17 parks. The largest is Greenbelt Park at over 300 acres and the smallest is Wellington Ridge Park at 0.67 acres.

Clive has one of the best-maintained park and trail systems in the metro area. Staff are highly responsive and usually can address most issues within a couple of days. As the park and greenbelt system continues to grow with the additions of Cirkseena Park, Greenbelt Landing, Indian Hills Woods and ponds in the Shadow Creek neighborhoods the parks team is well positioned to meet the demands that will come along with these new facilities.

The recent hiring of a second Parks Operation Specialist and the promotion of another one for the new natural resource supervisor allows that team to handle the management and operations of natural resources, stormwater and water resource facilities across the city.

The key highlights and funding requests for the Parks Division include:



- **Vehicle Positioning** – Staff is proposing to move the truck that the Parks Manager uses to the park shop to be used by the natural resources team. This truck will be outfitted with a snowplow blade and sander to increase vehicles available for snow removal efforts. In return the small Ford Ranger truck will be moved to City Hall for use by the Parks Manager and the recreation team. This positioning of these two vehicles will create multiple benefits for the parks and recreation teams.
- **Neighborhood Park improvements** – This proposal is to complete the new Huntington Ridge playground in one year instead of two years and Wildwood Park pickleball courts need to be resurface due to the growing number of cracks and heavy use that is wearing out the existing surface.
- **Pond Maintenance Costs** – Staff have included the estimated costs associated with the new management plan for the ponds in the Shadow Creek Neighborhoods. These costs are mainly in the form of chemicals needed to keep the ponds from being overgrown on the surface of the water.
- **Natural Resource Team Equipment** - Purchase of new Polaris vehicle for team.
- **Trail Repairs** - Interim trail improvements between I-80/35 and Campbell Bridge and between 73rd Street and 100th Street. The proposal is to grind the top layer of asphalt and then put down a new 2 inch layer of asphalt. In total the proposal is to do this for approximately 1,000 feet in each of the two identified areas. This will improve the interim condition of the trail until more long-term improvements can be made. Long-term improvements will be dictated by the schedule of the WRA sewer line, and the progress of the flood buyout area plans and implementation. Longer term we will be looking at a full rebuild of the trail in these areas.

Recreation –

The Recreation team consists of three professional full-time staff and up to 135 seasonal employees that provide recreational and aquatic programs and facilities for our community.

The key highlights and funding requests for the Recreation Division include:

- **Revenue Recovery Policy** – Staff is working to develop a policy for consideration by the City Council regarding revenue recovery guidelines for programming, special event and sports programming and will provide staff with better guidance on the expectations of revenue recovery for programming offered by the department.
- **Recreation Registration Software** – Costs for implementation of a new recreation registration software has been budgeted in the Recreation budget. Implementation costs are estimated to be \$40,000 for the project. It is also expected that there will be an increase in annual costs associated with the new software product, but those costs are unknown at this time.
- **Expanded Sun, Fun and Splash Camps** – Last year this program was expanded to offer more spaces for campers due to the purchase of a new van in the CEP budget. This increase was due to keeping the current van to see if the program could be expanded. All new spaces were very quickly sold out and staff propose to keep the van for one more season to see if we sell the spaces again. If this continues to be successful, we will bring back alternative options for the increased size of the camp program that does not include the new purchase of a third van.
- **Create Part-Time Job Description** - Staff are proposing the creation of a job description for part-time recreation staff. This is being proposed because we have been using seasonal staff year-round for rentals, the Harbach



Center and additional support of our recreation programming. There would be no proposed increase in budgeted hours and the total number of hours would decrease equally based on the budgeted hours for seasonal recreation staff.

- **Increase seasonal Recreation Wages** – We are currently below the market averages for seasonal recreation staff, and it is impacting our ability to attract quality people to fill all our positions each summer. This is just the seasonal staff for recreation programming, and we are not proposing to increase hourly wages at the aquatic center.
- **Increased Referee and Umpire Costs** – Costs continue to increase for umpires and referees associated with youth and adult sports programs. Some of the costs will be offset by increases in the league and program fees associated with our youth and adult programs.

Aquatic Center –

The Clive Aquatic Center celebrated its 21st year of operations this past summer. Normally the facility is open throughout the summer months (Memorial Day through mid-August) providing outdoor recreational and educational swimming opportunities. The 2024 operating season was successful with over 51,000 patrons attending the aquatic center between May and August 2024 but was lower than the past few years. Much of that can be attributed to a cooler summer (half the days over 90 degrees than we had in 2023 13vs26) with more closures due to temperature and rain. More than anything else we do the impact of weather on the pool season greatly impacts the overall attendance and financial success of the facility each year.

Agreements like the one with the City of Urbandale where we offer resident rates on pool passes for all Urbandale residents with the city of Urbandale reimbursing the City of Clive for the difference resulting in a large increase of pass holders from Urbandale addresses. The recent extension of that agreement with the City of Urbandale for five years is expected to continue to result in strong pass sales and attendance from Urbandale residents. Following the failure of the Waukee referendum to build a pool in the community staff have already reached out to the city of Wauke to see if there is interest in offering a program like what we offer to Urbandale residents.

Staff will continue to look for ways to engage more people in the aquatic center in the coming months hoping to build on the success of 2024.

Over the past seven years, the operating costs of the facility have increased. Many of the increases are related to staff expenses. A highly competitive part-time job market has caused a necessary increase in staff costs over the past five years. Driven by new competition in the local market and the decreasing prospective employee pool, operating costs have increased, and our cost recovery has slipped significantly due to the need to increase wages in each of the past three seasons.

The key highlights and funding requests for the Aquatic Center include:



- **Increase Daily Admission Costs** - Staff are proposing to offset some of the increases in operating costs by increasing daily admission prices for ages 3-12 from \$6 to \$9. These prices are reflective of the market and match what West Des Moines charges for admission to their Valley View Aquatic Center.
- **Swimming Lesson Scholarship Program** - A scholarship program which was one of the City Council's priorities is being developed for kickoff with the 2025 pool season. This program will be targeted at water safety with swimming lessons being the emphasis of the program in year one. Details about eligibility and reductions in revenue are still being determined, but the Clive Community Foundation has indicated an interest in helping to fund part of the program. Additional private donations will be sought to help fund the program. More details will be provided as the program develops.

Despite those successes there remain challenges ahead with increased demand for seasonal workers, increasing costs for pool chemicals and the continued need for maintenance of an aging facility. Investments in repairs and replacements to keep the aquatic center are ongoing with an updated five-year plan for investments in the aquatic center to ensure that it continues to be operated smoothly each summer.

Harbach Community Center –

The Harbach Community Center is now open six days a week as was approved in the FY2025 budget. In July of 2025 staff transitioned to a membership program to better track and communicate with people that use the recreation related elements of the facility. Memberships are free and now are required to use the facility during open recreation hours. Since that membership was created, we now have 358 members.

The number of people coming through the library component of the facility is harder to track since a membership is not required, but staff are seeing increases in the number of books checked out of the Harbach Center.

The key highlights and funding requests for the Harbach Community Center include:

- **Budget Stability** - No proposed changes or increases in costs.
- **Expanded Hours** - Hours will be expanded during the first part of 2025 due to staff being in the building during the remodel of the main building. This will not have a budget impact because it will be staffed within our current budget. These extended hours will allow staff to figure out what are the best hours of operation at the Harbach Center during this interim period.



To: Honorable Mayor and Members of the City Council

From: Doug Ollendike, Community Development Director

Date: December 2, 2024

Re: 2025-2026 FY Budget

Next 12 to 18 Months - Over the years, the specific responsibilities of the Community Development Department (aka: “CDD”) have evolved to suit the needs of the overall city operations. In some years, the CDD was wholly engaged in managing the significant amount of new development being delivered to the City. In other years, the focus is more evenly split between managing new development and other projects (ie: Neighborhood/Corridor Plans, University Boulevard Flood Mitigation/Buyouts, Capital Improvement Projects, etc.). Similar to last year, over the next 12-18 months it is anticipated that staff will be engaged in a heavier amount of planning related activities while maintaining appropriate service levels to address our development needs.

Development Activities-

Finishing out the Shadow Creek development areas and management of various commercial projects will consume a significant portion of the allocated staff efforts. At the moment, there are approximately 161 single family lots available for new home construction. It is assumed that the market will allow for the construction of approximately 100 new single family homes over the next 12 months. In addition to the projects currently underway, staff will continue to work with area property owners in order to efficiently facilitate the next wave of incremental commercial development (new construction out west and various tenant finish/remodeling throughout). Overall, it is anticipated that there will be approximately \$60 million in additional construction activity within the community.

Planning Activities-

- University Boulevard Flood Mitigation Plan - With the approval of the University Boulevard Flood Mitigation Plan, CDD staff are currently engaged in a number of implementation activities that will persist through the next approximately 18 months. Property acquisitions (both locally funded and grant funded) will continue throughout the year. Additionally, staff continue to coordinate with the State/FEMA on various grant funding applications to support additional commercial buyouts.
- The University Boulevard Flood Mitigation: Project Scoping Plan – With the recent approval of a professional services agreement, the project is underway and will consume a significant amount of staff bandwidth over the next 12 months. The goal of the project is to refine one or more flood mitigation projects to the point of being able to solicit design/construction grant funding in the next cycle.

- 86th Street Neighborhoods Plan - With the approval of the 86th Street Neighborhood Plan, CDD staff continue to transition resources towards various implementation efforts. Over the next 12 months, CDD staff will be supporting the Linnan Park/Harbach Blvd/82nd Street Trail design projects. Additionally, CDD staff will be taking the lead on several other efforts associated with the neighborhood plan implementation activities: housing strategy framework, mixed use opportunity analysis, and city-owned rentals. Each of these topics will be developed and made ready for Council discussion at Strategic Planning in August.
- Zoning Ordinance Update - As outlined in the updated Comprehensive Plan, there are a number of opportunities where the current development code either results in an impediment to unlocking additional property value or does not provide adequate provisions to ensure that prospective projects add to the quality of the City's built environment. CDD staff are continuing to research and anticipate updating several sections as time allows (landscaping and parking regulations).
- Rental Housing Program - Over the next 12 months, staff will be exploring the City's Rental Housing Program and evaluating opportunities to enhance the program for both tenants and rental property owners. The work will culminate in the adoption of a new Rental Housing Program beginning in 2026.
- Water Resources Support - CDD staff will continue to provide resources to support a number of water resources management related activities.
 - University Boulevard Flood Mitigation Communication
 - Community Rating System Management
 - Little Walnut Creek Stream/Trail Improvements

Budget Request – Other than standard annual cost inflation adjustments throughout the 3 divisions (Building, Planning and Code Enforcement) budget line items, there are no new budget requests this year.

Please feel free to contact me at dollendike@cityofclive.com or 223-6221 prior to the meeting if you have any questions or need additional information.





MEMO

To: Mayor and City Council

From: Dennis Harken

Date: February 27, 2025

Re: Technology Services FY26 Budget Memorandum

The Status of Technology Services

The Technology Services (TS) Department continues to develop its work plan based on a combination of Council-driven strategic planning items, staff-driven project requests, process improvement opportunities, and operational maintenance items. Project and routine maintenance demands have exceeded capacity in the previous two to three years. However, in the past year, efforts to compensate by prioritizing project requests, continually improving internal processes, increasing the use of out-sourcing when appropriate, and, at busy times, temporarily lowering support service levels have begun to better balance demands with capacity.

Because of this improved balance, the TS department's proactive philosophy is easier to adhere to. The department believes that when a high level of emphasis is spent on research, planning, design, and testing, there is an overall operational reduction in maintenance and an improvement in process efficiency and business continuity, which results in higher service delivery at a lower cost.

The demand for mobility continues to increase both internal operations and public service delivery. Specifically, internal operations continue to demand more support for Wi-Fi, cellular plans, and mobile devices. As we have discovered over the past four years, it is important that several of our staff can be deployed quickly to work remotely, away from the city offices.

Technology Services (along with Public Works) has completed several fiber connection upgrades within the city network. We now have full fiber redundancy between City Hall and Public Safety. If one connection fails, the data traffic automatically moves to the redundant fiber path. There have also been fiber improvements for the fiber that connects the water towers to the city network. We recently added redundant fiber connectivity from the Public Works facility to the Public Safety data center.

Disaster Recovery/Business Continuity Best Practices

The Technology Services staff continues to improve IT best practices for better disaster recovery and business continuity. With that, the city has made investments to improve our storage and

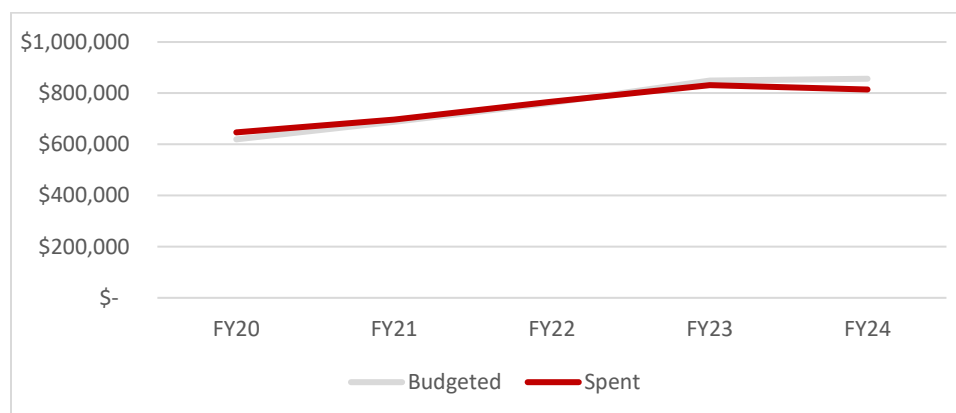
server infrastructure and decrease our potential downtime in the unlikely event of a server or hardware failure. We are adding to our disaster recovery goal by creating replicated data in the cloud with our new **Disaster Recovery as a Service (DRaaS)** with copies of our mission-critical servers located in another state. We will have the ability to spin up access to these servers quickly in the event that these servers are down in the data center.

Security

Both staff and Council continue to put an increasing amount of prioritization on cybersecurity. We have continued using our newer endpoint security software and cloud services in the past year to secure our endpoints. We have made more improvements in our perimeter security on the City, Traffic, Westcom, and Library firewalls. We continue to have ongoing city staff cybersecurity training, testing, and communication with staff concerning cybersecurity, and password protection on the city's Wi-Fi access. TS Staff are continuing to work on improving other areas including adding additional and improved layers of security, improving patch and software update delivery, and improving website filtering. Staff is working on a multiple-point approach to addressing several other areas of cybersecurity. Part of these efforts will likely involve partnering with security experts and consultants to audit and test different security aspects of the City's network and operations. Another security penetration test will be performed in January or February of 2025.

General Fund Expenditures

In terms of the actual amount spent, TS general fund expenditures have increased at an average rate of 7.79% per year for the past 5 years due to the shifting around of some technology costs from other city departments and the trend to add cloud-based services for security and malware protection to our servers and workstations. Additional increases will come with moving from some formerly purchased hardware and software budgeted in the CEP budget to virtual appliances and managed cloud software services (IE: email server, email security, remote access, endpoint security). TS has moved several of our city staff to Microsoft365 with those costs moving to the TS Operations Budget. We have recently moved our voice system to a cloud-based system which has eliminated on-premises phone servers and phone network switches.



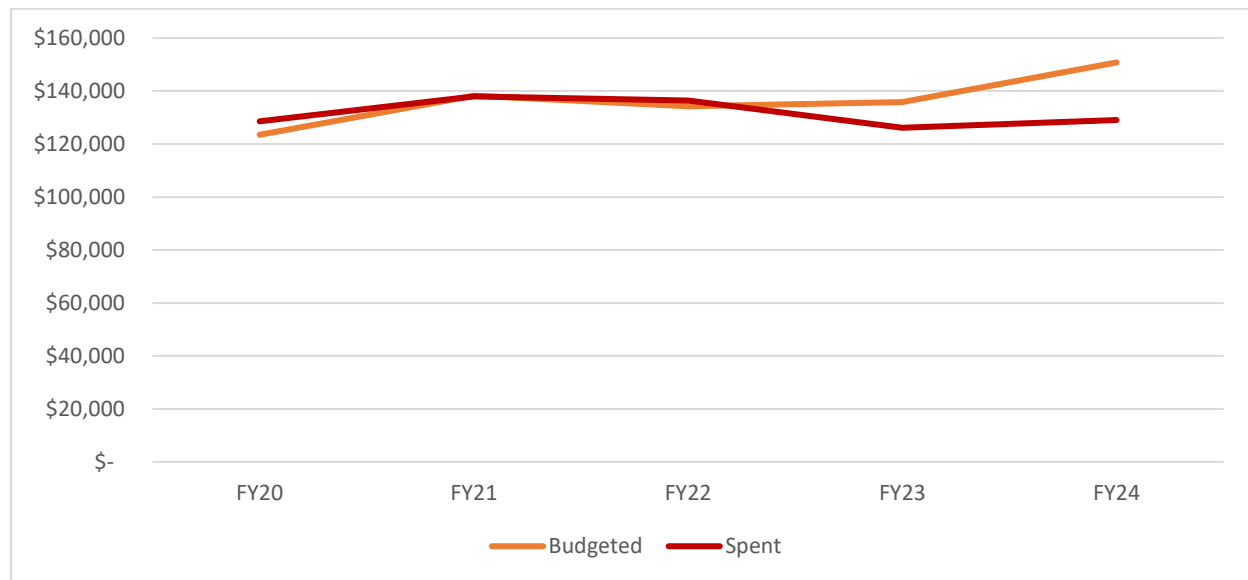
We have implemented Internet redundancy for critical city services. We have also implemented multiple networking paths for our internet connections so that if one of the 2 primary connections fails user and phone traffic will route to the other connection. We will see increased costs from our local Internet providers supply us with better and more robust connections to serve our city staff as well as our residents and businesses. We will seek our best options to be as cost-effective as possible but also to get the bandwidth we need to run the city efficiently.

There continues to be a reflected trend of the TS Department's goal of attempting to maintain an accurate and predictable general fund budget without going over budget.

Capital Equipment Expenditures

The TS portion of the capital equipment (CEP) expenditures consists of network equipment and infrastructure-related software (Database, Operating Systems, etc.), computers, GPS equipment, audiovisual equipment, and copiers. Most of the TS CEP items are on a proactive replacement cycle with varying replacement schedules based on the life expectancy of the individual types of items. The staff is continually looking for ways to improve configurations and reduce costs on these items. Although staff makes reasonable attempts to create an annually consistent CEP budget, it is difficult due to the organization's evolving needs and the benefit of leveraging continual improvements in technologies. This results in a historically inconsistent CEP budget. For now, we can see a slight increase in the equipment budget over the previous five fiscal years.

The TS Department aims to attempt to smooth out these capital equipment purchases to build and maintain our city computing infrastructure on a more consistent basis.



Technology Services Moving Forward

It is expected that existing trends will continue concerning the City's increasing dependency on and use of technology, mobility, wireless, outsourced services, and process improvements. Over the next couple of years, staff will evaluate potential improvements for public Wi-Fi in outdoor spaces and in city facilities. This would most likely be offered via outsourced solutions providers. Cybersecurity will remain a top priority which will have an impact on technology budgets and staff time. The staff also desires to seek out cost-effective cloud solutions for cloud backup services, Software-as-a-Service (SaaS), and work with other departments to help them evaluate cloud solutions as well for their specific needs.

Now that our new data center is in place, we can continue to make use of this facility to improve connectivity between other city facilities in 2025. These would include new fiber connections from other city facilities. We will partner up with a few of our local vendors and IT consultants over the next 12 months to design a better and more secure network infrastructure.

A trend that has been changing is that technological demands and staff capacity are becoming a better balance. The staff will continue evaluating this balance concerning in-house versus outsourcing of services based on service delivery levels, process improvements, and project prioritization.

Finally, we will be selecting and implementing a mass notification system in FY2024-2025, which is one of the Council's strategic priorities for the year. Support for this platform will come from the vendor, so we do not anticipate a large burden on the Technology Services team. However, this item will live in the Technology Services budget, so the cost is distributed across multiple revenue streams.



Appendix #9

IOWA ASSESSMENT LIMITATIONS												
Assessment Limitation Factor and Allowable Growth (%) for Each Class of Property												
Assessment Year	Agricultural		Residential		Multi-Residential Repealed beginning 2022	Commercial		Industrial		Utilities		Railroads *
1978	96.2480%	(6%)	78.2516%	(6%)		Not Limited		Not Limited		Not Limited		Not Limited
1979	94.6706%	(6%)	64.3801%	(6%)		88.9872%	(6%)	100%	(6%)	100%	(10%)	88.9872%
1980	99.0951%	(4%)	66.7355%	(4%)		93.1854%	(4%)	100%	(4%)	100%	(8%)	93.1854%
1981	95.7039%	(4%)	64.7793%	(4%)		87.8423%	(4%)	96.9619%	(4%)	100%	(8%)	87.8423%
1982	99.5711%	(4%)	67.2223%	(4%)		91.6331%	(4%)	100%	(4%)	100%	(8%)	91.6331%
1983	86.5024%	(4%)	69.8754%	(4%)		91.7230%	(4%)	97.4567%	(4%)	98.3345%	(8%)	91.7230%
1984	90.0058%	(4%)	72.4832%	(4%)		95.4242%	(4%)	100%	(4%)	97.8637%	(8%)	95.4242%
1985	93.5922%	(4%)	75.6481%	(4%)		98.7948%	(4%)	100%	(4%)	100%	(8%)	98.7948%
1986	100%	(4%)	77.3604%	(4%)		100%	(4%)	100%	(4%)	100%	(8%)	100%
1987	100%	(4%)	80.5966%	(4%)		100%	(4%)	100%	(4%)	100%	(8%)	100%
1988	100%	(4%)	80.6384%	(4%)		100%	(4%)	100%	(4%)	100%	(8%)	100%
1989	100%	(4%)	79.8471%	(4%)		100%	(4%)	100%	(4%)	100%	(8%)	100%
1990	100%	(4%)	79.4636%	(4%)		100%	(4%)	100%	(4%)	100%	(8%)	100%
1991	100%	(4%)	73.0608%	(4%)		100%	(4%)	100%	(4%)	100%	(8%)	100%
1992	100%	(4%)	72.6985%	(4%)		100%	(4%)	100%	(4%)	100%	(8%)	100%
1993	100%	(4%)	68.0404%	(4%)		100%	(4%)	100%	(4%)	100%	(8%)	100%
1994	100%	(4%)	67.5074%	(4%)		100%	(4%)	100%	(4%)	97.2090%	(8%)	97.2090%
1995	100%	(4%)	59.3180%	(4%)		97.2824%	(4%)	100%	(4%)	100%	(8%)	97.2824%
1996	100%	(4%)	58.8284%	(4%)		100%	(4%)	100%	(4%)	100%	(8%)	100%
1997	96.4206%	(4%)	54.9090%	(4%)		97.3606%	(4%)	100%	(4%)	100%	(8%)	97.3606%
1998	100%	(4%)	56.4789%	(4%)		100%	(4%)	100%	(4%)	100%	(8%)	100%
1999	96.3381%	(4%)	54.8525%	(4%)		98.7732%	(4%)	100%	(4%)	100%	(8%)	98.7732%
2000	100%	(4%)	56.2651%	(4%)		100%	(4%)	100%	(4%)	100%	(8%)	100%
2001	100%	(4%)	51.6676%	(4%)		97.7701%	(4%)	100%	(4%)	100%	(8%)	97.7701%
2002	100%	(4%)	51.3874%	(4%)		100%	(4%)	100%	(4%)	100%	(8%)	100%
2003	100%	(4%)	48.4558%	(4%)		99.2570%	(4%)	100%	(4%)	100%	(8%)	99.2570%
2004	100%	(4%)	47.9642%	(4%)		100%	(4%)	100%	(4%)	100%	(8%)	100%
2005	100%	(4%)	45.9960%	(4%)		99.1509%	(4%)	100%	(4%)	100%	(8%)	99.1509%
2006	100%	(4%)	45.5596%	(4%)		100%	(4%)	100%	(4%)	100%	(8%)	100%
2007	90.1023%	(4%)	44.0803%	(4%)		99.7312%	(4%)	100%	(4%)	100%	(8%)	99.7312%
2008	93.8568%	(4%)	45.5893%	(4%)		100%	(4%)	100%	(4%)	100%	(8%)	100%
2009	66.2715%	(4%)	46.9094%	(4%)		100%	(4%)	100%	(4%)	100%	(8%)	100%
2010	69.0152%	(4%)	48.5299%	(4%)		100%	(4%)	100%	(4%)	100%	(8%)	100%
2011	57.5411%	(4%)	50.7518%	(4%)		100%	(4%)	100%	(4%)	100%	(8%)	100%
2012	59.9334%	(4%)	52.8166%	(4%)		100%	(4%)	100%	(4%)	100%	(8%)	100%
2013	43.3997%	(3%)	54.4002%	(3%)		95%		95%		100%	(8%)	95%
2014	44.7021%	(3%)	55.7335%	(3%)		90%		90%		100%	(8%)	90%
2015	46.1068%	(3%)	55.6259%	(3%)		86.2500%		90%		100%	(8%)	90%
2016	47.4996%	(3%)	56.9391%	(3%)		82.5000%		90%		100%	(8%)	90%
2017	54.4480%	(3%)	55.6209%	(3%)		78.7500%		90%		100%	(8%)	90%
2018	56.1324%	(3%)	56.9180%	(3%)		75.0000%		90%		100%	(8%)	90%
2019	81.4832%	(3%)	55.0743%	(3%)		71.2500%		90%		100%	(8%)	90%
2020	84.0305%	(3%)	56.4094%	(3%)		67.5000%		90%		98.5489%	(8%)	90%
2021	89.0412%	(3%)	54.1302%	(3%)		63.7500%		90%		100%	(8%)	90%
2022	91.6430%	(3%)	56.4919%	(3%)				90%		100%	(8%)	90%
2022	91.6430%	(3%)	54.6501%	(3%)				90%		100%	(8%)	90%
2023	71.8370%	(3%)	46.3428%	(3%)			90%		100%	(8%)	90%	
2024	73.8575%	(3%)	47.4316%	(3%)			90%		100%	(8%)	90%	
2022 Amended Residential												
* By statute, the percentage for railroads must be equal to the percentage for commercial property.												

Appendix 10 - Annual Cost for City of Clive Services

FY 2024-25 Current								
Type of Property	Property Tax ⁽¹⁾			Franchise Fee	Utility Fees			Total Annual Taxpayer Cost for City Services
	General	Trust & Agency	Debt Service	Electric/Gas	Water ⁽²⁾	Sewer ⁽²⁾	Stormwater ⁽³⁾	
House Valued at \$318,000 ⁽¹⁾ with 5,000 Gallons of Water Usage ⁽²⁾ and Middle Tier for Stormwater ⁽³⁾	\$ 1,033.00	\$ 210.73	\$ 218.09	\$ 100.00	\$ 523.80	\$ 499.92	\$ 144.48	\$ 2,730.02
Business Valued at \$1,000,000 ⁽¹⁾ with 12,000 Gallons ⁽²⁾ and 15 ERU ⁽³⁾	\$ 6,309.00	\$ 1,287.00	\$ 1,332.00	\$ 500.00	\$ 1,257.12	\$ 1,033.56	\$ 2,167.20	\$ 13,885.88
FY 2025-26 Proposed								
Type of Property	Property Tax ⁽¹⁾			Franchise Fee	Utility Fees			Total Annual Taxpayer Cost for City Services
	General	Trust & Agency	Debt Service	Electric/Gas	Water ⁽²⁾	Sewer ⁽²⁾	Stormwater ⁽³⁾	
House Valued at \$318,000 ⁽¹⁾ with 5,000 Gallons of Water Usage ⁽²⁾ and Middle Tier for Stormwater ⁽³⁾	\$ 1,046.74	\$ 211.16	\$ 238.31	\$ 100.00	\$ 534.60	\$ 519.72	\$ 148.80	\$ 2,799.33
Business Valued at \$1,000,000 ⁽¹⁾ with 12,000 Gallons ⁽²⁾ and 15 ERU ⁽³⁾	\$ 6,246.00	\$ 1,260.00	\$ 1,422.00	\$ 500.00	\$ 1,283.04	\$ 1,095.96	\$ 2,232.00	\$ 14,039.00

Increase (Decrease) in Cost from FY 2024-25 to FY 2025-26								
Type of Property	Property Tax ⁽¹⁾			Franchise Fee	Utility Fees			Total Inc (Dec) in Annual Cost for City Services
	General	Trust & Agency	Debt Service	Electric/Gas	Water ⁽²⁾	Sewer ⁽²⁾	Stormwater ⁽³⁾	
House Valued at \$318,000 ⁽¹⁾ with 5,000 Gallons of Water Usage ⁽²⁾ and Middle Tier for Stormwater ⁽³⁾	\$ 13.74	\$ 0.43	\$ 20.21	\$ -	\$ 10.80	\$ 19.80	\$ 4.32	\$ 69.30
Business Valued at \$1,000,000 ⁽¹⁾ with 12,000 Gallons ⁽²⁾ and 15 ERU ⁽³⁾	\$ (63.00)	\$ (27.00)	\$ 90.00	\$ -	\$ 25.92	\$ 62.40	\$ 64.80	\$ 153.12

NOTES FOR FY 2025-26

Property tax calculations include the change in the residential rollback from 46.34% in FY2024-25 to 47.43% in FY2025-26

Property tax calculations include the commercial rollback of 90%

Reductions shown in the General levy from \$7.01 to \$6.94, and the Trust & Agency levy from \$1.43 to \$1.40, and the Debt Service Levy from \$1.48 to \$1.58

Utility rate calculations include an 2% increase in stormwater rates, a 4% increase in water rates, and a 3% increase in sewer rates

Franchise Fee rate is 5% and estimate is based on an average provided by Mid-American Energy Company

Appendix #11A

				7/1/2019 6/30/2020	7/1/2020 6/30/2021	7/1/2021 6/30/2022	7/1/2022 6/30/2023	7/1/2023 6/30/2024	BUDGET	
				2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Fund	GL Account #	Account Title	GL Account Group	Actual	Actual	Actual	Actual	Actual	Re-Est	BUDGET
General Fund	001-4000-1-4270-00	MISC. BUSINESS LICENSE/PERMITS	General - Non-Program	76,175	90,950	73,990	65,635	58,645	25,000	10,000
General Fund	001-4000-1-4550-00	MISC. FEES & CHARGES	General - Non-Program	10,211	11,612	925	-	473	500	500
General Fund	001-4000-2-4400-00	FEDERAL GRANTS	General - Non-Program	5,156	423,159	9,484	164,712	6,897	100,000	-
General Fund	001-4000-2-4440-00	STATE GRANTS	General - Non-Program	790	15,596	189,065	33,553	13,320	20,000	20,000
General Fund	001-4000-2-4467-00	COUNTY GRANTS	General - Non-Program	14,809	30,599	497	-	-	500	-
General Fund	001-4000-2-4705-00	CONTRIB FROM PRIVATE SOURCE	General - Non-Program	18,070	18,132	3,150	14,069	10,666	15,000	10,000
General Fund	001-4000-4-4100-00	GENERAL PROPERTY TAXES	General Property Taxes	10,259,061	11,207,946	11,862,531	12,412,658	12,941,575	13,287,562	13,646,605
General Fund	001-4000-4-4103-00	AG TAXES	Agricultural Property Taxes	1,377	1,214	1,241	1,224	1,021	839	960
General Fund	001-4000-4-4105-00	COMMERCIAL PROP TAX BACKFILL	State Commercial Property Tax Backfill	365,733	366,515	179,941	316,149	270,985	225,821	180,656
General Fund	001-4000-4-4106-00	BUSINESS PROP TAX REIMB- TIER1	State Commercial Property Tax Backfill	-	-	-	-	-	98,439	96,010
General Fund	001-4000-4-4185-00	HOTEL MOTEL TAX	Hotel/Motel Taxes	900,382	632,168	895,552	928,489	921,701	1,000,000	1,000,000
General Fund	001-4000-4-4200-00	ALCOHOLIC BEVERAGE LICENSES	General - Non-Program	33,545	6,888	46,355	27,993	45,482	35,000	35,000
General Fund	001-4000-4-4205-00	CIGARETTE PERMITS	General - Non-Program	375	1,900	-	1,950	2,000	2,000	2,000
General Fund	001-4000-4-4260-00	UTILITY FRANCHISE FEES	Utility Franchise Fees	1,147,277	1,240,603	1,416,037	1,439,737	1,262,840	1,350,000	1,290,000
General Fund	001-4000-4-4290-00	MISC FEES	General - Non-Program	630	378	891	747	592	750	750
General Fund	001-4000-4-4290-10	REVENUE SHARING - AP	General - Non-Program	11,060	14,499	15,417	14,856	4,624	1,000	1,000
General Fund	001-4000-4-4300-00	INTEREST INCOME	General - Non-Program	166,076	105,385	27,698	396,031	1,147,095	750,000	400,000
General Fund	001-4000-4-4310-00	RENTAL INCOME	General - Non-Program	103,423	110,061	116,555	124,969	138,658	111,000	111,000
General Fund	001-4000-4-4420-00	PAYMENT IN-LIEU-OF TAXES	General - Non-Program	20,505	20,743	24,441	24,364	24,950	24,000	24,000
General Fund	001-4000-4-4709-00	CODE ENFORCEMENT FEES	General - Non-Program	1,946	1,306	4,633	27,965	1,163	1,000	1,000
General Fund	001-4000-4-4710-00	REIMBURSEMENTS FR OTHER AGENCI	General - Non-Program	241,905	372,502	495,784	642,482	79,255	100,000	100,000
General Fund	001-4000-4-4711-00	MISC REIMBURSEMENTS & REFUNDS	General - Non-Program	12,664	10,681	6,899	80,560	7,063	15,000	8,000
General Fund	001-4000-4-4712-00	REFUND-OUTSTANDING WARRANTS	General - Non-Program	24	-	-	-	-	-	-
General Fund	001-4000-4-4735-00	FUEL TAX REFUNDS	General - Non-Program	21,946	19,806	25,871	15,613	20,397	20,000	20,000
General Fund	001-4000-4-4800-00	SALES OF ASSETS/SURPLUS PROPER	General - Non-Program	4,443	3,302	10,628	107,280	682	2,500	1,000
General Fund	001-4000-4-4820-00	PROCEEDS FR BONDS	General - Non-Program	209,781	101,000	129,361	93,327	132,156	130,000	-
General Fund	001-4000-4-4830-00	TRANSFER IN	Transfers In	2,168,825	2,545,249	2,831,816	2,895,314	3,083,960	6,270,128	3,248,099
General Fund	001-4110-1-4530-10	SEIZED/ UNCLAIMED FUNDS	Police Program	-	10,517	-	10,000	-	5,000	5,000
General Fund	001-4110-1-4550-10	POLICE REPORTS/MISC FEES	Police Program	6,560	5,419	7,235	3,319	5,606	3,000	3,000
General Fund	001-4110-1-4550-15	FINGERPRINTS	Police Program	11,000	24,040	13,240	12,075	7,519	8,000	8,000
General Fund	001-4110-1-4711-10	POLICE MISC REIMB & REFUNDS	Police Program	7,328	5,899	3,565	47,041	4,141	8,000	8,000
General Fund	001-4110-1-4770-00	COURT FINES	Police Program	101,253	62,244	53,441	35,063	40,923	40,000	45,000
General Fund	001-4110-1-4771-00	OTHER FINES & FEES	Police Program	-	-	-	990	-	-	-
General Fund	001-4110-1-4771-20	PARKING TICKET FINES	Police Program	2,299	2,745	3,640	6,140	3,957	4,000	4,000
General Fund	001-4150-1-4500-20	FIRE PRE-PLAN FEES	Fire Program	2,090	1,610	3,775	2,275	2,450	3,000	3,000
General Fund	001-4150-1-4550-20	FIRE REPORTS/MISC FEES	Fire Program	265	230	4,805	4,530	9,775	2,500	2,500
General Fund	001-4150-1-4551-00	FIRE INSPECTION FEES	Fire Program	100	3,000	5,000	1,300	-	500	500
General Fund	001-4150-1-4711-11	HAZ MAT REIMBURSEMENTS	Fire Program	-	-	13,600	4,058	-	3,000	3,000
General Fund	001-4150-1-4711-20	FIRE MISC REIMB & REFUNDS	Fire Program	2,261	193	30,393	1,569	31,180	500	500
General Fund	001-4160-1-4500-30	AMBULANCE FEES	Ambulance Fees	370,969	296,737	360,291	400,126	601,215	500,000	500,000
General Fund	001-4160-1-4711-10	MISC REIMBURSEMENT	Ambulance Fees	1,275	-	-	351	3,844	500	500
General Fund	001-4160-4-4710-00	REIMB FR OTHER AGENCIES	Ambulance Fees	103,364	260,386	173,219	258,697	142,795	200,000	200,000
General Fund	001-4190-1-4280-00	ANIMAL LICENSES	Police Program	24,509	24,219	16,312	18,408	19,416	18,000	18,000
General Fund	001-4190-1-4550-00	MISC. FEES & CHARGES	Police Program	-	-	-	-	-	-	-
General Fund	001-4210-1-4500-50	PW FEES	Roadway Maint Program	-	-	22,250	13,500	18,915	20,000	20,000
General Fund	001-4210-1-4600-00	SIDEWALK REPAIRS & ASSESSMENTS	Roadway Maint Program	1,058	1,161	1,068	-	-	1,000	1,000
General Fund	001-4210-1-4711-50	PW MISC REIMB & REFUNDS	Roadway Maint Program	16,732	21,311	11,227	471	10,403	10,000	10,000
General Fund	001-4290-1-4290-00	SOLID WASTE PERMITS	Solid Waste Collection & Disposal Fees	-	-	-	-	-	-	-
General Fund	001-4290-1-4290-10	MISC SOLID WASTE FEES	Solid Waste Collection & Disposal Fees	39,680	43,145	36,984	35,579	31,432	2,000	3,500
General Fund	001-4290-4-4500-11	GARBAGE FEES	Solid Waste Collection & Disposal Fees	885,733	916,803	935,024	1,077,617	1,152,000	1,236,682	1,250,000
General Fund	001-4290-4-4531-00	PENALTIES	Solid Waste Collection & Disposal Fees	4,875	4,775	5,053	6,175	7,446	8,000	7,100
General Fund	001-4290-4-4550-00	MISC FEES & CHARGES	Solid Waste Collection & Disposal Fees	7,935	7,940	6,859	8,104	9,496	9,000	9,000
General Fund	001-4410-1-4500-70	PROGRAM FEES - NON-TAX	Library Program	-	60	-	-	180	-	-
General Fund	001-4410-1-4711-00	MISC REIMBURSEMENTS & REFUNDS	Library Program	184	42	2,163	4	398	500	500
General Fund	001-4410-1-4780-00	LIBRARY FINES & BOOK CHARGES	Library Program	12,389	8,117	12,069	5,484	7,618	8,000	8,000
General Fund	001-4410-2-4450-00	STATE - LIBRARY SERVICES	Library Program	31,151	30,417	30,351	27,756	29,032	30,000	29,000
General Fund	001-4410-2-4465-00	COUNTY - LIBRARY SERVICES	Library Program	3,052	10,576	15,901	11,772	5,024	3,484	3,484
General Fund	001-4410-2-4466-00	CITY - LIBRARY SERVICES FEES	Library Program	-	-	-	-	2	-	-
General Fund	001-4430-1-4500-40	PARK FEES	Park & Recreation Fees	10,470	14,495	31,805	33,325	23,040	30,000	30,000
General Fund	001-4430-1-4550-00	MISC FEES & CHARGES - GOATS	Park & Recreation Fees	-	-	13,635	6,320	7,796	12,000	12,000
General Fund	001-4440-1-4500-70	RECREATION FEES - NON-TAX	Park & Recreation Fees	63,697	94,632	88,954	106,706	116,382	100,000	103,250
General Fund	001-4440-1-4501-00	RECREATION FEES - TAX	Park & Recreation Fees	186,332	166,024	215,853	214,676	224,143	219,250	232,400
General Fund	001-4440-1-4560-00	SALES TAX COLLECTED FOR STATE	Park & Recreation Fees	11,816	11,620	15,575	14,990	14,819	16,200	16,750

General Fund	001-4440-1-4711-70	RECREATION MISC REIMB & REFUND		Park & Recreation Fees	705	9,557	47,833	1,128	8,140	480	1,500
	001-4440-1-4750-00	CLIVE FEST- CONCESSIONS		Park & Recreation Fees			21,148	17,069	24,570	24,000	24,000
General Fund	001-4440-1-4760-00	CONCESSIONS		Park & Recreation Fees	11,019	24,978	38,486	37,891	33,180	38,000	39,000
General Fund	001-4440-2-4705-00	CONTRIBUTION FROM PRIVATE SOURCE		Park & Recreation Fees	15,303	9,250	17,750	41,740	38,154	39,000	40,750
General Fund	001-4440-4-4290-00	MISC FEES		Park & Recreation Fees	450	1,540	1,455	2,930	600	3,000	3,000
	001-4460-2-4705-00			Park & Recreation Fees	-	-	-	-	-	-	-
	001-4460-4-4290-00			Park & Recreation Fees	-	-	-	-	-	-	-
	001-4460-4-4310-00			Park & Recreation Fees	-	-	-	-	-	-	-
General Fund	001-4470-2-4400-00	PUBLIC ART - FEDERAL GRANT		Park & Recreation Fees	-	-	-	-	-	-	-
General Fund	001-4470-2-4440-00	PUBLIC ART - STATE GRANTS		Park & Recreation Fees	-	-	-	-	-	-	-
General Fund	001-4470-2-4467-00	PUBLIC ART - COUNTY GRANTS		Park & Recreation Fees	-	-	-	-	-	-	-
General Fund	001-4470-2-4705-00	PUBLIC ART - CONTRIB PRIVATE		Park & Recreation Fees	15,750	-	2,000	2,000	-	-	-
General Fund	001-4499-1-4502-00	POOL ADMISSIONS		Aquatic Center Fees	117,561	78,492	215,888	222,763	210,387	230,000	228,000
General Fund	001-4499-1-4502-70	POOL ADMISSIONS - NON-TAX		Aquatic Center Fees	11,555	4,255	6,485	11,417	5,391	11,500	18,500
General Fund	001-4499-1-4503-00	POOL PASSES		Aquatic Center Fees	8,474	137,831	174,187	193,377	180,364	195,000	195,000
General Fund	001-4499-1-4560-00	SALES TAX COLLECTED FOR STATE		Aquatic Center Fees	7,594	16,087	27,735	30,640	30,072	30,000	29,610
General Fund	001-4499-1-4711-10	AQUATICS MISC REIMB & REFUNDS		Aquatic Center Fees	3,018	1,478	24,697	26,755	30,437	29,500	34,000
General Fund	001-4499-1-4760-00	CONCESSIONS		Aquatic Center Fees	36,939	24,928	76,038	87,446	81,627	82,500	80,000
General Fund	001-4499-4-4310-00	RENTAL INCOME		Aquatic Center Fees	1,245	14,609	14,404	17,385	19,513	19,200	19,500
General Fund	001-4499-4-4504-00	POOL LESSONS/EXERCISE		Aquatic Center Fees	26,999	85,100	107,633	131,816	131,982	130,000	130,000
General Fund	001-4530-1-4221-00	ZONING FEES		Building & Planning Program	9,290	15,340	12,955	13,455	11,955	11,500	3,000
General Fund	001-4530-1-4221-10	CONSTRUCTION OBSERVATION		Building & Planning Program	19,238	29,003	38,364	22,163	41,311	10,000	7,500
General Fund	001-4530-1-4221-20	LEGAL REIMBURSEMENT		Building & Planning Program	-	-	-	-	-	1,000	1,000
General Fund	001-4530-1-4221-30	DEVELOPMENT REVIEW		Building & Planning Program	10,587	14,432	25,074	38,293	15,139	15,000	12,000
General Fund	001-4530-1-4550-00	MISC. FEES & CHARGES		Building & Planning Program	2,204	904	1,504	600	600	1,000	1,000
General Fund	001-4530-4-4310-00	RENTAL INCOME		Building & Planning Program	1,733	66,176	2,926	70,398	1,293	50,000	70,000
General Fund	001-4540-1-4210-00	BUILDING TRADE LICENSES		Building & Planning Program	-	-	-	-	-	-	-
General Fund	001-4540-1-4212-00	ELECTRICAL PERMITS		Building & Planning Program	17,230	18,300	28,660	35,050	24,310	25,000	20,000
General Fund	001-4540-1-4214-00	MECHANICAL PERMITS		Building & Planning Program	19,470	18,170	30,600	37,650	24,870	25,000	20,000
General Fund	001-4540-1-4216-00	PLUMBING PERMITS		Building & Planning Program	14,750	14,620	21,360	29,925	20,370	20,000	15,000
General Fund	001-4540-1-4217-00	SIGN PERMITS		Building & Planning Program	5,970	4,360	5,670	5,760	5,935	5,000	5,000
General Fund	001-4540-1-4222-00	BUILDING PERMITS		Building Permit Fees	597,305	351,019	777,109	570,752	513,141	350,000	300,000
General Fund	001-4540-1-4234-00	EXCAVATION PERMITS		Building & Planning Program	29,250	33,389	41,290	43,530	32,019	25,000	20,000
					18,688,200	20,354,369	22,263,296	23,890,028	24,192,505	27,458,835	24,060,924

Appendix #11B

				7/1/2019	7/1/2019	7/1/2020	7/1/2021	7/1/2022	BUDGET	
				6/30/2020	6/30/2021	6/30/2022	6/30/2023	6/30/2024	7/1/2023	7/1/2024
				2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Fund	GL Account #	Account Title	GL Account Group	Actual	Actual	Actual	Actual	Actual	Re-Est	BUDGET
General Fund	001-5110-6010	SALARIES	Salaries/FICA/Medicare/Deferred Comp	2,396,025	2,389,198	2,473,190	2,775,388	2,853,808	3,255,107	3,126,957
General Fund	001-5110-6011	SALARIES - PART TIME	Salaries/FICA/Medicare/Deferred Comp	39,849	39,427	46,112	44,643	42,979	45,000	50,461
General Fund	001-5110-6110	CITY CONTRIBUTION FOR FICA	Salaries/FICA/Medicare/Deferred Comp	146,597	144,525	149,629	169,039	174,414	199,215	197,000
General Fund	001-5110-6120	MEDICARE	Salaries/FICA/Medicare/Deferred Comp	34,284	33,800	35,050	39,580	40,790	46,591	46,073
General Fund	001-5110-6130	CITY CONTRIBUTION FOR IPERS	Pensions - IPERS/MPFRSI	20,784	21,937	22,354	24,863	22,382	12,276	-
General Fund	001-5110-6141	CITY CONTRIBUTION TO POLICE PE	Pensions - IPERS/MPFRSI	-	-	-	-	-	-	-
General Fund	001-5110-6184	LAUNDRY & UNIFORMS	Police Program Exp	32,223	46,841	28,456	34,341	42,664	44,250	40,000
General Fund	001-5110-6185	LOGGED APPAREL- NON UNIFORM	Police Program Exp	-	-	-	-	567	400	400
General Fund	001-5110-6199	DEFERRED COMP	Salaries/FICA/Medicare/Deferred Comp	34,607	25,405	26,363	27,430	27,766	34,602	25,001
General Fund	001-5110-6210	DUES, MEMBERSHIPS, SUBSCRIPTIO	Police Program Exp	6,424	2,647	4,260	10,592	11,955	5,700	5,700
General Fund	001-5110-6230	TRAINING	Police Program Exp	31,399	37,209	22,861	33,184	46,029	31,980	35,280
General Fund	001-5110-6240	MEETING & CONFERENCE EXPENSE	Police Program Exp	7,734	6,671	8,737	8,379	19,368	23,234	20,000
General Fund	001-5110-6310	EQUIP MAINT & REPAIR	Police Program Exp	19,892	22,219	24,040	40,471	188	3,100	3,100
General Fund	001-5110-6320	GROUPS MAINT & REPAIRS	Police Program Exp	3,223	1,583	-	6,442	-	1,000	1,000
General Fund	001-5110-6321	BUILDING MAINT & REPAIRS	Police Program Exp	1,891	1,622	5,242	13,295	73,046	71,925	73,500
General Fund	001-5110-6331	VEHICLE OPERATIONS	Police Program Exp	50,827	51,464	77,992	78,587	80,033	85,250	85,250
General Fund	001-5110-6332	VEHICLE REPAIR	Police Program Exp	18,910	14,484	24,798	24,488	22,334	26,650	25,000
General Fund	001-5110-6371	ELECTRIC/GAS SERVICES	Police Program Exp	24,396	27,082	75,384	66,235	20,788	32,400	32,400
General Fund	001-5110-6373	TELEPHONE/PAGER	Police Program Exp	5,682	6,146	3,000	3,095	3,336	4,350	4,350
General Fund	001-5110-6402	ADVERTISING & LEGAL PUBLICATIO	Police Program Exp	-	39	-	-	-	100	100
General Fund	001-5110-6405	COURT & RECORDING FEES	Police Program Exp	24	24	48	36	19	150	150
General Fund	001-5110-6407	PROFESSIONAL FEES	Police Program Exp	70,844	89,771	50,097	61,478	93,255	105,600	90,000
General Fund	001-5110-6413	PAY TO OTHER AGENCIES	Westcom - Fire & Police	463,570	411,592	450,836	506,988	559,289	615,000	615,000
General Fund	001-5110-6414	PRINTING	Police Program Exp	1,562	2,059	1,211	3,892	1,519	2,900	2,900
General Fund	001-5110-6420	REFUNDS	Police Program Exp	30	10	200	10	84	5,100	100
General Fund	001-5110-6422	MISC CONTR WORK	Police Program Exp	6,444	3,298	1,220	769	1,094	1,200	1,200
General Fund	001-5110-6504	MINOR EQUIPMENT	Police Program Exp	6,267	3,009	3,907	2,016	1,538	17,500	15,000
General Fund	001-5110-6505	OTHER EQUIPMENT	Police Program Exp	24,648	25,945	41,735	40,496	47,506	39,200	41,200
General Fund	001-5110-6506	OFFICE SUPPLIES	Police Program Exp	6,225	6,056	2,728	5,465	3,876	6,000	6,000
General Fund	001-5110-6511	BUY MONIES	Police Program Exp	-	-	-	-	-	200	200
General Fund	001-5110-6512	SUSTENANCE SUPPLIES	Police Program Exp	704	992	714	976	1,794	1,200	1,200
General Fund	001-5110-6727	OTHER CAPITAL EQUIPMENT	Police Program Exp	15,947	12,365	26,693	18,957	13,003	12,000	7,000
General Fund	001-5150-6010	SALARIES	Salaries/FICA/Medicare/Deferred Comp	361,923	417,319	421,999	425,691	336,636	481,325	550,390
General Fund	001-5150-6011	SALARIES - PART TIME	Salaries/FICA/Medicare/Deferred Comp	71,098	74,135	104,579	176,969	200,445	114,387	115,814
General Fund	001-5150-6110	CITY CONTRIBUTION FOR FICA	Salaries/FICA/Medicare/Deferred Comp	25,942	29,267	31,198	36,257	32,376	36,934	41,305
General Fund	001-5150-6120	MEDICARE	Salaries/FICA/Medicare/Deferred Comp	6,148	6,930	7,421	8,577	7,572	8,638	9,660
General Fund	001-5150-6130	CITY CONTRIBUTION FOR IPERS	Pensions - IPERS/MPFRSI	42,734	46,752	48,677	52,753	51,581	33,235	-
General Fund	001-5150-6150	GROUP INSURANCE	Fire & EMS Program	-	-	-	-	-	-	-
General Fund	001-5150-6185	LOGGED APPAREL- NON UNIFORM	Fire & EMS Program	-	-	-	-	336	1,600	100
General Fund	001-5150-6199	DEFERRED COMP	Salaries/FICA/Medicare/Deferred Comp	5,519	7,240	8,018	7,506	6,344	7,916	5,248
General Fund	001-5150-6210	DUES, MEMBERSHIPS, SUBSCRIPTIO	Fire & EMS Program	967	1,051	617	934	1,452	1,400	1,800
General Fund	001-5150-6230	TRAINING	Fire & EMS Program	1,391	3,966	4,006	4,440	6,055	7,500	7,500
General Fund	001-5150-6240	MEETING & CONFERENCE EXPENSE	Fire & EMS Program	6,368	3,378	3,041	5,441	6,911	8,000	14,000
General Fund	001-5150-6310	EQUIP MAINT & REPAIR	Fire & EMS Program	7,241	7,433	6,794	17,595	10,258	10,700	11,000
General Fund	001-5150-6321	BUILDING MAINT & REPAIRS	Fire & EMS Program	13,595	5,504	10,583	5,766	22,054	22,000	23,500
General Fund	001-5150-6331	VEHICLE OPERATIONS	Fire & EMS Program	11,579	9,484	15,764	20,003	21,055	22,000	30,000
General Fund	001-5150-6332	VEHICLE REPAIR	Fire & EMS Program	26,329	20,331	15,605	21,365	19,477	30,000	20,000
General Fund	001-5150-6371	ELECTRIC/GAS SERVICES	Fire & EMS Program	-	-	-	-	5,273	8,400	8,400
General Fund	001-5150-6373	TELEPHONE/PAGER	Fire & EMS Program	1,168	1,320	1,320	1,155	1,540	2,000	2,000
General Fund	001-5150-6407	PROFESSIONAL FEES	Fire & EMS Program	-	-	-	-	-	250	250
General Fund	001-5150-6413	PAY TO OTHER AGENCIES	Westside/Urban/daire Fire Station Operations	1,329,218	1,474,660	1,018,146	2,181,116	1,522,843	1,600,000	1,650,000
General Fund	001-5150-6414	PRINTING	Fire & EMS Program	461	611	1,795	1,518	(643)	500	500
General Fund	001-5150-6421	PUBLIC EDUCATION & RELATIONS	Fire & EMS Program	1,615	1,316	1,209	1,446	2,603	4,000	4,000
General Fund	001-5150-6422	MISC CONTR WORK	Fire & EMS Program	1,362	1,242	3,484	2,884	3,641	4,155	4,155
General Fund	001-5150-6504	MINOR EQUIPMENT	Fire & EMS Program	7,527	8,350	10,377	18,432	20,096	20,000	20,000
General Fund	001-5150-6506	OFFICE SUPPLIES	Fire & EMS Program	1,440	1,150	2,427	2,249	1,217	3,200	3,000
General Fund	001-5150-6508	POSTAGE & SHIPPING	Fire & EMS Program	2,002	1,263	986	907	266	1,500	1,500
General Fund	001-5150-6512	SUSTENANCE SUPPLIES	Fire & EMS Program	325	377	211	286	224	450	450
General Fund	001-5150-6599	MISC SUPPLIES	Fire & EMS Program	1,744	2,133	3,417	2,447	2,137	5,500	2,500
General Fund	001-5150-6725	OFFICE EQUIPMENT	Fire & EMS Program	-	114	-	-	-	-	-
General Fund	001-5150-6727	OTHER CAPITAL EQUIPMENT	Fire & EMS Program	9,028	16,824	38,767	65,148	85,618	42,859	13,859
General Fund	001-5160-6010	SALARIES	Salaries/FICA/Medicare/Deferred Comp	962,974	948,076	942,788	894,375	616,117	1,143,828	1,343,754
General Fund	001-5160-6011	SALARIES - PART TIME	Salaries/FICA/Medicare/Deferred Comp	346,684	367,023	449,060	714,829	811,174	457,548	463,258
General Fund	001-5160-6110	CITY CONTRIBUTION FOR FICA	Salaries/FICA/Medicare/Deferred Comp	78,902	78,462	82,829	96,035	85,589	99,285	112,035
General Fund	001-5160-6120	MEDICARE	Salaries/FICA/Medicare/Deferred Comp	18,534	18,435	19,496	22,557	20,017	23,220	26,202
General Fund	001-5160-6130	CITY CONTRIBUTION FOR IPERS	Pensions - IPERS/MPFRSI	128,391	124,590	128,105	141,874	131,341	76,170	-
General Fund	001-5160-6150	GROUP INSURANCE	Fire & EMS Program	-	-	-	-	-	-	-
General Fund	001-5160-6185	LOGGED APPAREL- NON UNIFORM	Fire & EMS Program	-	-	-	-	-	100	100
General Fund	001-5160-6199	DEFERRED COMP	Salaries/FICA/Medicare/Deferred Comp	13,318	14,222	15,994	14,150	10,470	20,446	20,992
General Fund	001-5160-6210	DUES, MEMBERSHIPS, SUBSCRIPTIO	Fire & EMS Program	596	851	425	525	539	775	775

General Fund	001-5160-6230	TRAINING	Fire & EMS Program	10,439	18,709	23,409	20,600	23,441	19,400	19,400
General Fund	001-5160-6240	MEETING & CONFERENCE EXPENSE	Fire & EMS Program	2,312	1,044	1,271	3,016	1,826	3,405	4,000
General Fund	001-5160-6310	EQUIP MAINT & REPAIR	Fire & EMS Program	1,356	4,168	3,599	11,965	5,959	6,500	6,500
	001-5160-6321	BUILDING MAINT & REPAIRS	Fire & EMS Program	-	-	-	-	40,828	41,000	42,500
General Fund	001-5160-6331	VEHICLE OPERATIONS	Fire & EMS Program	5,354	4,713	9,426	12,362	10,190	10,850	10,850
General Fund	001-5160-6332	VEHICLE REPAIR	Fire & EMS Program	4,476	9,004	1,842	27,286	6,945	8,500	500
	001-5160-6371	ELECTRIC/GAS SERVICES	Fire & EMS Program	-	-	-	-	12,249	19,200	19,200
General Fund	001-5160-6373	TELEPHONE/PAGER	Fire & EMS Program	2,876	2,302	2,884	2,792	538	1,200	1,200
General Fund	001-5160-6407	PROFESSIONAL FEES	Fire & EMS Program	-	25,800	825	250	17,450	6,000	2,500
General Fund	001-5160-6413	PAY TO OTHER AGENCIES	Fire & EMS Program	46,299	30,455	56,334	53,250	34,860	110,000	110,000
General Fund	001-5160-6414	PRINTING	Fire & EMS Program	144	441	561	82	146	600	600
General Fund	001-5160-6420	REFUNDS	Fire & EMS Program	3,898	4,401	825	6,163	5,131	8,500	4,200
General Fund	001-5160-6422	MISC CONTR WORK	Fire & EMS Program	22,347	17,601	24,079	28,937	81,521	35,000	75,000
General Fund	001-5160-6504	MINOR EQUIPMENT	Fire & EMS Program	13,170	11,941	2,965	6,539	10,926	11,850	11,850
General Fund	001-5160-6508	POSTAGE & SHIPPING	Fire & EMS Program	-	-	-	-	-	-	-
General Fund	001-5160-6513	MEDICAL SUPPLIES	Fire & EMS Program	23,279	22,850	28,063	32,186	30,955	35,000	35,000
General Fund	001-5160-6599	MISC SUPPLIES	Fire & EMS Program	165	-	359	179	224	500	600
General Fund	001-5160-6727	OTHER CAPITAL EQUIPMENT	Fire & EMS Program	1,137	21,732	19,612	8,912	5,577	6,750	600
General Fund	001-5180-6310	EQUIP MAINT & REPAIR	Disaster Control & Homeland Security	6,722	4,356	10,419	6,699	6,866	7,000	7,000
General Fund	001-5180-6320	GROUND MAINT & REPAIRS	Disaster Control & Homeland Security	-	-	-	-	-	-	-
General Fund	001-5180-6332	VEHICLE REPAIR	Disaster Control & Homeland Security	-	-	-	-	-	-	-
General Fund	001-5180-6371	ELECTRIC/GAS SERVICES	Disaster Control & Homeland Security	-	-	-	-	-	-	-
General Fund	001-5180-6413	PAY TO OTHER AGENCIES	Disaster Control & Homeland Security	5,382	5,815	5,568	5,586	5,526	7,015	7,015
General Fund	001-5180-6422	MISC CONTR WORK	Disaster Control & Homeland Security	-	-	-	-	-	-	-
General Fund	001-5180-6504	MINOR EQUIPMENT	Disaster Control & Homeland Security	-	-	-	-	-	-	-
General Fund	001-5190-6413	PAY TO OTHER AGENCIES	Police Program Exp	52,014	53,331	66,516	37,561	23,025	20,000	20,000
General Fund	001-5190-6420	REFUNDS	Police Program Exp	29	-	-	-	-	-	-
General Fund	001-5190-6422	MISC CONTR WORK	Police Program Exp	645	876	304	139	-	-	-
General Fund	001-5190-6599	MISC SUPPLIES	Police Program Exp	-	-	-	-	-	-	-
General Fund	001-5210-6010	SALARIES	Salaries/FICA/Medicare/Deferred Comp	356,935	436,079	421,691	467,710	475,989	501,167	521,936
General Fund	001-5210-6110	CITY CONTRIBUTION FOR FICA	Salaries/FICA/Medicare/Deferred Comp	22,047	25,983	25,184	28,241	28,988	31,072	32,360
General Fund	001-5210-6120	MEDICARE	Salaries/FICA/Medicare/Deferred Comp	5,198	6,149	6,043	6,712	6,806	7,267	7,568
General Fund	001-5210-6130	CITY CONTRIBUTION FOR IPERS	Pensions - IPERS/MPFRSI	33,857	35,635	39,302	43,636	44,428	23,310	-
General Fund	001-5210-6185	LOGGED APPAREL- NON UNIFORM	Traffic Safety Program	-	-	-	-	3,228	2,500	500
General Fund	001-5210-6199	DEFERRED COMP	Salaries/FICA/Medicare/Deferred Comp	7,705	8,442	9,502	10,248	10,864	10,864	11,486
General Fund	001-5210-6210	DUES, MEMBERSHIPS, SUBSCRIPTIO	Traffic Safety Program	2,056	1,993	1,589	1,758	2,018	3,230	3,305
General Fund	001-5210-6220	EDUCATIONAL MATERIALS	Traffic Safety Program	152	313	164	162	246	500	500
General Fund	001-5210-6230	TRAINING	Traffic Safety Program	3,625	3,235	7,475	4,935	3,332	7,265	8,800
General Fund	001-5210-6240	MEETING & CONFERENCE EXPENSE	Traffic Safety Program	5,086	1,005	5,235	8,753	6,779	14,825	15,340
General Fund	001-5210-6310	EQUIP MAINT & REPAIR- Emerg	Traffic Safety Program	3	9,004	-	-	-	500	500
General Fund	001-5210-6331	VEHICLE OPERATIONS	Traffic Safety Program	1,432	578	1,593	2,925	3,192	2,945	2,770
General Fund	001-5210-6373	TELEPHONE/PAGER	Traffic Safety Program	1,260	1,450	1,200	1,200	1,200	1,200	1,200
General Fund	001-5210-6402	ADVERTISING & LEGAL PUBLICATIO	Traffic Safety Program	-	15	475	-	-	-	-
General Fund	001-5210-6407	PROFESSIONAL FEES	Traffic Safety Program	19,701	20,325	3,665	204	284	4,000	4,000
General Fund	001-5210-6414	PRINTING	Traffic Safety Program	27	217	629	56	-	200	200
General Fund	001-5210-6425	CONTRACT LABOR	Traffic Safety Program	5,935	7,035	4,340	6,991	38,376	10,000	10,000
General Fund	001-5210-6504	MINOR EQUIPMENT	Traffic Safety Program	2,926	3,218	3,274	-	2,882	1,000	1,000
General Fund	001-5210-6506	OFFICE SUPPLIES	Traffic Safety Program	1,608	2,635	2,764	1,591	1,644	1,750	1,750
General Fund	001-5210-6508	POSTAGE & SHIPPING	Traffic Safety Program	247	83	-	24	-	300	300
General Fund	001-5210-6512	SUSTENANCE SUPPLIES	Traffic Safety Program	969	467	281	565	426	600	600
General Fund	001-5210-6599	MISC SUPPLIES	Traffic Safety Program	111	1,605	1,783	1,647	1,755	4,000	4,000
General Fund	001-5210-6725	OFFICE EQUIPMENT	Traffic Safety Program	-	-	16	208	1,355	500	500
General Fund	001-5210-6791	INFRASTRUCTURE SUPPLIES	Traffic Safety Program	-	-	-	-	-	-	-
General Fund	001-5230-6310	EQUIP MAINT & REPAIR	Street Lighting Program	997	571	19,078	9,609	11,639	9,000	9,000
General Fund	001-5230-6371	ELECTRIC/GAS SERVICES	Street Lighting Program	91,806	103,291	88,957	104,876	107,020	215,000	215,000
General Fund	001-5240-6010	SALARIES	Salaries/FICA/Medicare/Deferred Comp	-	-	-	-	-	-	-
General Fund	001-5240-6011	SALARIES - PART TIME	Salaries/FICA/Medicare/Deferred Comp	5,656	9,492	13,868	14,422	13,089	17,621	18,525
General Fund	001-5240-6110	CITY CONTRIBUTION FOR FICA	Salaries/FICA/Medicare/Deferred Comp	351	588	860	894	812	1,093	1,149
General Fund	001-5240-6120	MEDICARE	Salaries/FICA/Medicare/Deferred Comp	82	138	201	209	190	256	269
General Fund	001-5240-6130	CITY CONTRIBUTION FOR IPERS	Pensions - IPERS/MPFRSI	534	896	1,309	1,361	1,236	1,663	-
General Fund	001-5240-6210	DUES, MEMBERSHIPS, SUBSCRIPTIO	Traffic Safety Program	200	270	200	510	425	500	520
General Fund	001-5240-6230	TRAINING	Traffic Safety Program	360	250	4,243	657	2,180	4,000	4,000
General Fund	001-5240-6240	MEETING & CONFERENCE EXPENSE	Traffic Safety Program	2,260	320	1,687	2,796	831	3,000	3,000
General Fund	001-5240-6310	EQUIP MAINT & REPAIR	Traffic Safety Program	9,458	16,599	16,500	20,695	16,611	16,500	25,000
General Fund	001-5240-6331	VEHICLE OPERATIONS	Traffic Safety Program	2,164	734	1,737	5,692	6,613	6,000	7,250
General Fund	001-5240-6350	EQUIP REPAIR	Traffic Safety Program	26,437	26,930	20,301	22,324	17,606	18,500	31,500
General Fund	001-5240-6371	ELECTRIC/GAS SERVICES	Traffic Safety Program	920	1,139	12,087	11,831	16,740	13,000	15,000
General Fund	001-5240-6373	TELEPHONE/PAGER	Traffic Safety Program	-	-	23	-	-	1,800	1,800
General Fund	001-5240-6407	PROFESSIONAL FEES	Traffic Safety Program	-	-	-	-	1,047	2,500	2,500
General Fund	001-5240-6413	PAY TO OTHER AGENCIES	Traffic Safety Program	-	-	-	-	-	16,500	16,500
General Fund	001-5240-6422	MISC CONTR WORK	Traffic Safety Program	4,778	17,450	21,930	30,700	38,000	50,000	49,500
General Fund	001-5240-6504	MINOR EQUIPMENT	Traffic Safety Program	8,798	9,339	42,678	767	424	12,000	19,250
General Fund	001-5240-6508	POSTAGE	Traffic Safety Program	-	-	-	-	-	1,500	1,500
General Fund	001-5240-6509	POSTS/SIGNS	Traffic Safety Program	17,531	25,448	20,986	32,247	22,744	33,000	33,000
General Fund	001-5240-6599	MISC SUPPLIES	Traffic Safety Program	10,058	7,776	23,327	27,083	22,803	29,000	29,000
General Fund	001-5260-6010	SALARIES	Salaries/FICA/Medicare/Deferred Comp	508,992	679,471	687,758	752,748	757,849	801,230	845,477

General Fund	001-5260-6011	SALARIES - PART TIME	Salaries/FICA/Medicare/Deferred Comp	-	-	-	-	-	-	-
General Fund	001-5260-6110	CITY CONTRIBUTION FOR FICA	Salaries/FICA/Medicare/Deferred Comp	31,106	41,447	42,077	45,787	46,256	49,676	52,420
General Fund	001-5260-6120	MEDICARE	Salaries/FICA/Medicare/Deferred Comp	7,275	9,693	9,841	10,708	10,818	11,618	12,259
General Fund	001-5260-6130	CITY CONTRIBUTION FOR IPERS	Pensions - IPERS/MPFRSI	47,098	63,901	64,104	70,137	71,300	38,636	-
General Fund	001-5260-6185	LOGGED APPAREL- NON UNIFORM	Engineering Program	-	-	-	-	-	850	850
General Fund	001-5260-6199	DEFERRED COMP	Salaries/FICA/Medicare/Deferred Comp	6,095	7,894	10,493	10,186	11,520	11,150	14,673
General Fund	001-5260-6210	DUES, MEMBERSHIPS, SUBSCRIPTIO	Engineering Program	150	450	360	595	763	1,260	1,260
General Fund	001-5260-6230	TRAINING	Engineering Program	1,274	398	2,309	2,434	1,045	5,040	5,040
General Fund	001-5260-6240	MEETING & CONFERENCE EXPENSE	Engineering Program	1,579	-	2,551	845	4,653	6,100	6,100
General Fund	001-5260-6331	VEHICLE OPERATIONS	Engineering Program	2,286	3,278	4,146	5,438	5,862	8,955	8,955
General Fund	001-5260-6332	VEHICLE REPAIR	Engineering Program	-	-	-	743	1,011	500	500
General Fund	001-5260-6373	TELEPHONE/PAGER	Engineering Program	2,643	3,614	3,432	5,051	3,631	3,750	3,750
General Fund	001-5260-6407	PROFESSIONAL FEES	Engineering Program	9,180	-	497	-	384	5,000	5,000
General Fund	001-5260-6414	PRINTING	Engineering Program	-	-	-	21	-	500	500
General Fund	001-5260-6599	MISC SUPPLIES	Engineering Program	3,103	3,969	1,072	411	1,969	3,750	3,750
General Fund	001-5290-6413	PAY TO OTHER AGENCIES	Solid Waste Collection and Disposal Program	770,195	815,974	890,432	961,234	1,187,938	1,261,075	1,217,000
General Fund	001-5290-6420	REFUNDS	Solid Waste Collection and Disposal Program	236	-	-	45	-	-	-
General Fund	001-5290-6599	MISC SUPPLIES	Solid Waste Collection and Disposal Program	41,336	49,371	45,072	42,034	37,392	8,000	10,000
General Fund	001-5350-6230	TRAINING	General Fund Programs	150	-	65	240	-	280	280
General Fund	001-5350-6402	ADVERTISING & LEGAL PUBLICATIO	General Fund Programs	-	-	23	24	-	50	50
General Fund	001-5350-6599	MISC SUPPLIES	General Fund Programs	8,792	3,575	7,462	14,009	11,030	10,000	14,000
General Fund	001-5399-6210	DUES, MEMBERSHIPS, SUBSCRIPTIO	General Fund Programs	358	-	-	384	80	1,000	1,000
General Fund	001-5399-6407	PROFESSIONAL FEES	General Fund Programs	7,897	6,151	12,811	9,843	16,624	12,500	8,500
General Fund	001-5399-6422	MISC CONTR WORK	General Fund Programs	96	-	-	154	-	500	6,500
General Fund	001-5399-6504	MINOR EQUIPMENT	General Fund Programs	-	-	-	-	-	-	-
General Fund	001-5410-6010	SALARIES	Salaries/FICA/Medicare/Deferred Comp	362,510	338,565	358,163	403,611	413,877	480,199	506,006
General Fund	001-5410-6011	SALARIES - PART TIME	Salaries/FICA/Medicare/Deferred Comp	148,339	134,951	179,408	251,752	228,831	211,128	225,206
General Fund	001-5410-6110	CITY CONTRIBUTION FOR FICA	Salaries/FICA/Medicare/Deferred Comp	30,757	28,849	32,764	40,098	39,480	42,035	45,335
General Fund	001-5410-6120	MEDICARE	Salaries/FICA/Medicare/Deferred Comp	7,193	6,746	7,662	9,378	9,234	9,831	10,602
General Fund	001-5410-6130	CITY CONTRIBUTION FOR IPERS	Pensions - IPERS/MPFRSI	45,508	44,317	49,736	60,850	60,147	32,624	-
General Fund	001-5410-6150	GROUP INSURANCE	Library Program Exp	-	-	-	-	-	-	-
General Fund	001-5410-6185	LOGGED APPAREL- NON UNIFORM	Library Program Exp	-	-	-	-	1,326	1,600	1,600
General Fund	001-5410-6199	DEFERRED COMP	Salaries/FICA/Medicare/Deferred Comp	4,836	6,371	7,819	7,103	9,216	10,558	11,836
General Fund	001-5410-6210	DUES, MEMBERSHIPS, SUBSCRIPTIO	Library Program Exp	1,831	2,649	2,192	7,350	2,581	3,000	3,000
General Fund	001-5410-6230	TRAINING	Library Program Exp	557	453	81	415	450	1,400	1,400
General Fund	001-5410-6240	MEETING & CONFERENCE EXPENSE	Library Program Exp	3,897	1,887	6,940	6,041	11,427	12,600	13,000
General Fund	001-5410-6310	EQUIP MAINT & REPAIR	Library Program Exp	3,713	1,714	1,190	1,451	660	3,000	3,000
General Fund	001-5410-6373	TELEPHONE/PAGER	Library Program Exp	2,290	2,050	2,000	2,600	2,600	3,220	3,220
General Fund	001-5410-6402	ADVERTISING & LEGAL PUBLICATIO	Library Program Exp	-	267	60	164	559	200	300
General Fund	001-5410-6407	PROFESSIONAL FEES	Library Program Exp	-	-	16,967	-	-	-	-
General Fund	001-5410-6414	PRINTING	Library Program Exp	3,739	18,602	19,509	21,156	22,515	26,500	27,000
General Fund	001-5410-6419	DATA PROCESSING	Library Program Exp	35,910	40,765	34,240	40,525	64,739	61,741	67,000
General Fund	001-5410-6420	REFUNDS	Library Program Exp	181	-	-	-	60	-	-
General Fund	001-5410-6422	MISC CONTR WORK	Library Program Exp	14,812	10,428	10,619	9,858	9,155	15,000	15,000
General Fund	001-5410-6502	LIBRARY BOOKS, FILM,CD, VIDEOS	Library Program Exp	13	(16)	-	-	-	-	-
General Fund	001-5410-6504	MINOR EQUIPMENT	Library Program Exp	2,222	8,217	3,545	9,942	8,803	9,600	7,500
General Fund	001-5410-6506	OFFICE SUPPLIES	Library Program Exp	7,097	9,443	12,772	7,199	14,855	14,000	15,000
General Fund	001-5410-6508	POSTAGE & SHIPPING	Library Program Exp	-	24	200	-	-	-	-
General Fund	001-5410-6520	ADULT LIBRARY BOOKS	Library Program Exp	32,905	38,946	39,454	41,339	43,327	43,000	43,000
General Fund	001-5410-6521	LIBRARY MEDIA	Library Program Exp	5,833	5,292	5,414	6,147	6,080	6,200	6,200
General Fund	001-5410-6522	YOUNG ADULT	Library Program Exp	2,284	3,740	3,582	4,037	3,142	5,000	4,000
General Fund	001-5410-6523	CHILDREN	Library Program Exp	24,693	22,814	28,164	27,446	32,644	37,500	40,000
General Fund	001-5410-6524	PERIODICALS	Library Program Exp	5,697	5,279	6,129	5,763	5,575	7,000	7,000
General Fund	001-5410-6525	E-BOOKS	Library Program Exp	3,069	3,326	5,161	819	4,196	5,500	6,500
General Fund	001-5410-6599	MISC SUPPLIES	Library Program Exp	1,147	516	11,307	2,740	1,046	5,000	5,000
General Fund	001-5410-6600	ADULT PROGRAM SUPPLIES	Library Program Exp	1,114	2,259	3,537	3,817	3,997	5,000	5,000
General Fund	001-5410-6601	YOUTH PROGRAM SUPPLIES	Library Program Exp	11,126	9,686	10,238	8,902	7,620	10,000	10,000
General Fund	001-5410-6727	OTHER CAPITAL EQUIPMENT	Library Program Exp	3,813	2,468	112	3,800	-	-	-
General Fund	001-5420-6413	PAY TO OTHER AGENCIES	Hotel/Motel 28E Agreements and Contracts	549,019	395,753	551,789	579,855	579,067	624,349	625,000
General Fund	001-5430-6010	SALARIES	Salaries/FICA/Medicare/Deferred Comp	758,155	778,768	774,047	875,380	896,028	990,214	1,011,119
General Fund	001-5430-6012	SALARIES - SEASONAL	Salaries/FICA/Medicare/Deferred Comp	39,030	62,626	54,828	38,720	56,097	84,600	88,618
General Fund	001-5430-6110	CITY CONTRIBUTION FOR FICA	Salaries/FICA/Medicare/Deferred Comp	48,513	51,314	50,739	56,155	58,267	66,018	68,183
General Fund	001-5430-6120	MEDICARE	Salaries/FICA/Medicare/Deferred Comp	11,100	12,001	11,866	13,133	13,627	15,440	11,520
General Fund	001-5430-6130	CITY CONTRIBUTION FOR IPERS	Pensions - IPERS/MPFRSI	71,537	77,832	75,465	84,510	87,445	58,518	-
General Fund	001-5430-6150	GROUP INSURANCE	Parks & Recreation Program	-	-	-	-	-	-	-
General Fund	001-5430-6184	LAUNDRY & UNIFORMS	Parks & Recreation Program	15,541	15,161	14,843	14,708	16,262	21,230	23,700
General Fund	001-5430-6185	LOGGED APPAREL- NON UNIFORM	Parks & Recreation Program	-	-	-	-	907	800	800
General Fund	001-5430-6199	DEFERRED COMP	Salaries/FICA/Medicare/Deferred Comp	10,157	11,962	13,010	15,310	17,065	20,847	22,935
General Fund	001-5430-6210	DUES, MEMBERSHIPS, SUBSCRIPTIO	Parks & Recreation Program	1,751	1,980	655	1,270	-	960	960
General Fund	001-5430-6230	TRAINING	Parks & Recreation Program	3,874	244	2,614	4,970	3,253	5,650	7,350
General Fund	001-5430-6240	MEETING & CONFERENCE EXPENSE	Parks & Recreation Program	2,755	-	1,689	3,624	4,397	6,000	6,000
General Fund	001-5430-6310	EQUIP MAINT & REPAIR	Parks & Recreation Program	10,646	10,580	18,429	12,973	16,629	16,500	17,750
General Fund	001-5430-6320	GROUND'S MAINT & REPAIRS	Parks & Recreation Program	50,810	53,413	80,753	71,075	118,934	99,525	115,000
General Fund	001-5430-6321	BUILDING MAINT & REPAIRS	Parks & Recreation Program	10,401	13,267	10,709	12,243	14,755	20,000	16,500
General Fund	001-5430-6331	VEHICLE OPERATIONS	Parks & Recreation Program	22,362	27,770	29,976	33,768	38,564	31,050	38,225
General Fund	001-5430-6332	VEHICLE REPAIR	Parks & Recreation Program	7,464	13,134	6,472	11,371	14,120	15,000	15,900

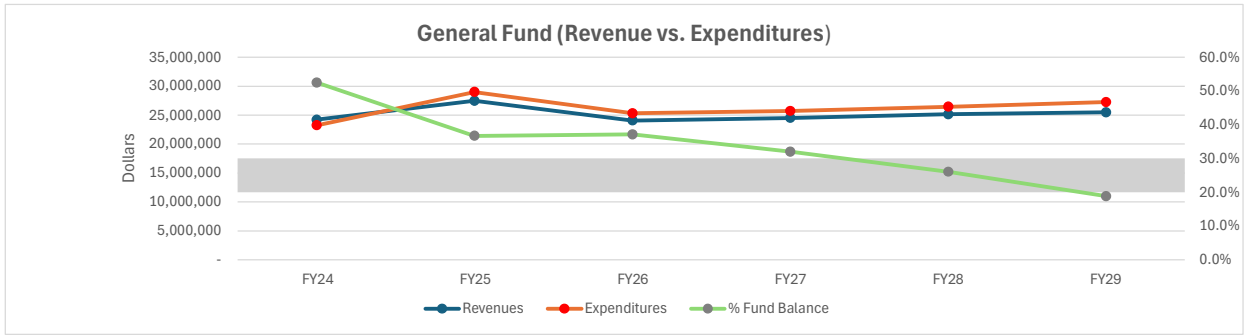
General Fund	001-5430-6371	ELECTRIC/GAS SERVICES	Parks & Recreation Program	13,743	13,770	16,864	16,205	12,618	17,200	17,200
General Fund	001-5430-6373	TELEPHONE/PAGER	Parks & Recreation Program	2,158	2,085	2,105	2,085	2,179	3,400	3,400
General Fund	001-5430-6402	ADVERTISING & LEGAL PUBLICATIO	Parks & Recreation Program	-	-	-	-	-	-	-
General Fund	001-5430-6407	PROFESSIONAL FEES	Parks & Recreation Program	-	-	-	-	-	-	-
General Fund	001-5430-6413	PAY TO OTHER AGENCIES	Parks & Recreation Program	94	491	5,176	255	1,757	2,250	3,185
General Fund	001-5430-6415	RENT & LEASE EQUIPMENT & VEHIC	Parks & Recreation Program	1,204	1,015	762	512	4,181	1,790	1,790
General Fund	001-5430-6422	MISC CONTR WORK	Parks & Recreation Program	158,232	164,826	133,097	91,088	158,004	175,200	175,200
General Fund	001-5430-6504	MINOR EQUIPMENT	Parks & Recreation Program	6,518	6,398	6,411	9,638	8,860	10,400	15,600
General Fund	001-5430-6599	MISC SUPPLIES	Parks & Recreation Program	5,021	5,279	7,281	3,806	3,554	8,700	8,700
General Fund	001-5430-6727	OTHER CAPITAL EQUIPMENT	Parks & Recreation Program	25,582	20,667	15,254	14,949	6,941	9,650	17,400
General Fund	001-5430-6730	LAND	Parks & Recreation Program	11,783	14,012	14,841	4,325	15,012	15,000	15,000
General Fund	001-5430-6799	OTHER CAPITAL IMPROVEMENTS	Parks & Recreation Program	6,983	11,527	9,784	10,639	7,184	15,500	62,000
General Fund	001-5440-6010	SALARIES	Salaries/FICA/Medicare/Deferred Comp	275,827	276,092	275,091	287,621	312,859	321,957	314,254
General Fund	001-5440-6012	SALARIES - SEASONAL	Salaries/FICA/Medicare/Deferred Comp	49,667	43,364	53,164	101,550	110,316	98,666	113,858
General Fund	001-5440-6110	CITY CONTRIBUTION FOR FICA	Salaries/FICA/Medicare/Deferred Comp	19,941	19,745	20,197	23,867	25,601	26,078	26,542
General Fund	001-5440-6120	MEDICARE	Salaries/FICA/Medicare/Deferred Comp	4,664	4,618	4,724	5,582	5,987	6,099	6,207
General Fund	001-5440-6130	CITY CONTRIBUTION FOR IPERS	Pensions - IPERS/MPFRSI	26,395	26,463	24,469	34,168	32,913	12,393	-
General Fund	001-5440-6150	GROUP INSURANCE	Parks & Recreation Program	-	-	-	-	-	-	-
General Fund	001-5440-6184	LAUNDRY & UNIFORMS	Parks & Recreation Program	2,243	564	4,672	4,389	5,537	5,200	5,200
General Fund	001-5440-6185	LOGOED APPAREL- NON UNIFORM	Parks & Recreation Program	-	-	-	-	598	350	1,600
General Fund	001-5440-6199	DEFERRED COMP	Salaries/FICA/Medicare/Deferred Comp	5,950	5,439	4,997	3,298	4,330	4,824	3,983
General Fund	001-5440-6210	DUES, MEMBERSHIPS, SUBSCRIPTIO	Parks & Recreation Program	1,724	146	1,080	1,456	3,041	3,135	3,450
General Fund	001-5440-6230	TRAINING	Parks & Recreation Program	1,030	178	144	172	1,661	1,900	1,900
General Fund	001-5440-6240	MEETING & CONFERENCE EXPENSE	Parks & Recreation Program	3,054	150	4,355	5,401	3,049	7,100	7,100
General Fund	001-5440-6320	GROUPS MAINT & REPAIRS	Parks & Recreation Program	-	-	-	-	-	-	-
General Fund	001-5440-6332	VEHICLE REPAIR	Parks & Recreation Program	-	-	-	-	-	-	-
General Fund	001-5440-6373	TELEPHONE/PAGER	Parks & Recreation Program	1,450	1,400	1,150	800	2,107	1,200	1,200
General Fund	001-5440-6402	ADVERTISING & LEGAL PUBLICATIO	Parks & Recreation Program	-	726	1,782	799	4,787	5,850	5,850
General Fund	001-5440-6407	PROFESSIONAL FEES	Parks & Recreation Program	20,000	15	30,000	-	-	-	-
General Fund	001-5440-6413	PAY TO OTHER AGENCIES	Parks & Recreation Program	37,792	25,078	33,888	45,105	52,603	44,500	53,950
General Fund	001-5440-6414	PRINTING	Parks & Recreation Program	88	-	672	1,380	1,104	1,500	1,500
General Fund	001-5440-6415	RENT & LEASE EQUIPMENT & VEHIC	Parks & Recreation Program	-	-	-	-	-	-	-
General Fund	001-5440-6418	SALES TAX	Parks & Recreation Program	9,334	10,325	15,506	21,305	24,258	24,990	24,990
General Fund	001-5440-6420	REFUNDS	Parks & Recreation Program	2,999	5,580	-	425	3,706	8,400	3,900
General Fund	001-5440-6422	MISC CONTR WORK	Parks & Recreation Program	111,474	105,671	138,977	141,560	162,825	159,800	206,575
General Fund	001-5440-6504	MINOR EQUIPMENT	Parks & Recreation Program	4,728	8,093	8,501	8,440	8,756	7,800	7,800
General Fund	001-5440-6506	OFFICE SUPPLIES	Parks & Recreation Program	1,321	2,686	3,725	3,362	3,892	4,250	4,250
General Fund	001-5440-6508	POSTAGE & SHIPPING	Parks & Recreation Program	-	-	200	-	476	-	-
General Fund	001-5440-6514	CONCESSION SUPPLIES	Parks & Recreation Program	5,381	13,288	14,931	15,100	13,871	16,200	16,200
General Fund	001-5440-6590	CLIVE FESTIVAL OPERATIONS	Parks & Recreation Program	16,215	24,804	17,200	40,036	49,621	54,000	56,000
General Fund	001-5440-6599	MISC SUPPLIES	Parks & Recreation Program	11,422	12,861	17,419	15,446	14,961	18,000	18,000
General Fund	001-5440-6727	OTHER CAPITAL EQUIPMENT	Parks & Recreation Program	7,800	595	204,471	-	1,683	3,000	3,000
General Fund	001-5460-6011	SALARIES - PART TIME (CC)	Salaries/FICA/Medicare/Deferred Comp	-	-	-	-	57,208	52,972	59,076
General Fund	001-5460-6012	SALARIES - SEASONAL (CC)	Salaries/FICA/Medicare/Deferred Comp	-	-	-	-	-	53,352	62,656
General Fund	001-5460-6110	CITY CONTRIBUTION FOR FICA	Salaries/FICA/Medicare/Deferred Comp	-	-	-	-	3,547	9,410	7,547
General Fund	001-5460-6120	MEDICARE	Salaries/FICA/Medicare/Deferred Comp	-	-	-	-	829	2,200	1,766
General Fund	001-5460-6130	CITY CONTRIBUTION FOR IPERS	Pensions - IPERS/MPFRSI	-	-	-	-	5,346	9,313	-
General Fund	001-5460-6310	EQUIP MAINT & REPAIRS (CC)	Harbach (Community Center)	-	-	9,479	23,997	28,250	16,000	28,004
General Fund	001-5460-6320	GROUPS MAINT & REPAIRS (CC)	Harbach (Community Center)	-	-	945	1,853	1,164	2,500	2,500
General Fund	001-5460-6321	BUILDING MAINT & REPAIRS (CC)	Harbach (Community Center)	-	-	12,011	6,225	1,608	10,000	5,000
General Fund	001-5460-6371	ELECTRIC/GAS SERVICES (CC)	Harbach (Community Center)	-	-	13,341	21,694	17,435	25,000	25,000
General Fund	001-5460-6373	TELEPHONE/PAGER (CC)	Harbach (Community Center)	-	-	-	-	-	-	-
General Fund	001-5460-6402	ADVERTISING & LEGAL PUB (CC)	Harbach (Community Center)	-	-	-	-	-	-	-
General Fund	001-5460-6407	PROFESSIONAL FEES (CC)	Harbach (Community Center)	-	-	-	-	-	-	-
General Fund	001-5460-6414	PRINTING (CC)	Harbach (Community Center)	-	-	-	-	-	-	-
General Fund	001-5460-6422	MISC CONTR WORK (Rec)	Harbach (Community Center)	-	-	-	-	20,074	20,000	20,000
General Fund	001-5460-6504	MINOR EQUIPMENT (CC)	Harbach (Community Center)	-	-	-	-	700	1,500	1,500
General Fund	001-5460-6506	OFFICE SUPPLIES (CC)	Harbach (Community Center)	-	-	-	-	803	3,500	3,500
General Fund	001-5460-6520	ADULT LIBRARY BKS (CC)	Harbach (Community Center)	-	-	-	-	4,825	5,000	10,000
General Fund	001-5460-6521	LIBRARY MEDIA (CC)	Harbach (Community Center)	-	-	-	-	946	1,000	1,000
General Fund	001-5460-6522	YOUNG ADULT (CC)	Harbach (Community Center)	-	-	-	-	214	2,000	2,000
General Fund	001-5460-6523	CHILDREN (CC)	Harbach (Community Center)	-	-	-	-	2,543	5,000	10,000
General Fund	001-5460-6524	PERIODICALS (CC)	Harbach (Community Center)	-	-	-	-	949	1,000	1,000
General Fund	001-5460-6525	E-BOOKS (CC)	Harbach (Community Center)	-	-	-	-	25	1,000	1,000
General Fund	001-5460-6599	MISC SUPPLIES (CC)	Harbach (Community Center)	-	-	-	275	-	6,500	6,000
General Fund	001-5460-6600	ADULT PROG SUPPLIES (CC)	Harbach (Community Center)	-	-	-	-	1,185	1,000	1,000
General Fund	001-5460-6601	YOUTH PROG SUPPLIES (CC)	Harbach (Community Center)	-	-	-	-	1,657	2,500	2,500
General Fund	001-5470-6210	DUES, MEMBERSHIPS, SUBSCRIPTIO	General Fund Programs	-	-	1,175	-	-	-	-
General Fund	001-5470-6240	MEETING & CONFERENCE EXPENSE	General Fund Programs	394	120	-	-	-	-	-
General Fund	001-5470-6407	PROFESSIONAL FEES	General Fund Programs	11,338	10,288	14,172	9,387	8,000	1,500	8,000
General Fund	001-5470-6414	PRINTING	General Fund Programs	-	225	148	180	-	-	-
General Fund	001-5470-6599	MISC SUPPLIES	General Fund Programs	495	-	286	2,129	1,251	1,379	2,500
General Fund	001-5470-6910	TRANSFERS OUT	General Fund Programs	-	-	-	-	-	-	-
General Fund	001-5499-6010	SALARIES	Salaries/FICA/Medicare/Deferred Comp	65,455	71,105	77,265	76,321	83,721	88,247	85,061
General Fund	001-5499-6012	SALARIES - SEASONAL	Salaries/FICA/Medicare/Deferred Comp	239,207	144,740	345,318	467,146	439,989	452,810	452,810
General Fund	001-5499-6110	CITY CONTRIBUTION FOR FICA	Salaries/FICA/Medicare/Deferred Comp	18,798	13,187	25,985	33,431	32,415	33,546	33,348

General Fund	001-5499-6120	MEDICARE	Salaries/FICA/Medicare/Deferred Comp	4,396	3,084	6,077	7,819	7,581	7,845	7,800
General Fund	001-5499-6130	CITY CONTRIBUTION FOR IPERS	Pensions - IPERS/MPFRSI	8,381	8,001	8,331	8,512	7,476	8,331	-
General Fund	001-5499-6185	LOGOED APPAREL- NON UNIFORM	Aquatic Center Program	-	-	-	-	26	150	150
General Fund	001-5499-6199	DEFERRED COMP	Salaries/FICA/Medicare/Deferred Comp	-	-	598	354	808	-	500
General Fund	001-5499-6210	DUES, MEMBERSHIPS, SUBSCRIPTIO	Aquatic Center Program	229	237	675	322	417	525	525
General Fund	001-5499-6230	TRAINING	Aquatic Center Program	822	602	1,453	3,942	1,680	1,200	4,150
General Fund	001-5499-6240	MEETING & CONFERENCE EXPENSE	Aquatic Center Program	1,907	130	2,762	3,374	2,362	3,800	3,800
General Fund	001-5499-6310	EQUIP MAINT & REPAIR	Aquatic Center Program	479	2,526	271	3,165	4,550	5,000	5,000
General Fund	001-5499-6320	GROUPS MAINT & REPAIRS	Aquatic Center Program	108	-	-	-	-	-	-
General Fund	001-5499-6321	BUILDING MAINT & REPAIRS	Aquatic Center Program	27,553	13,495	11,273	7,025	6,590	8,950	8,950
General Fund	001-5499-6371	ELECTRIC/GAS SERVICES	Aquatic Center Program	27,305	14,931	42,245	36,311	31,552	44,000	44,000
General Fund	001-5499-6373	TELEPHONE/PAGER	Aquatic Center Program	1,554	1,468	1,577	1,605	2,558	2,760	2,760
General Fund	001-5499-6407	PROFESSIONAL FEES	Aquatic Center Program	503	394	1,549	1,719	1,345	1,850	1,850
General Fund	001-5499-6414	PRINTING	Aquatic Center Program	200	740	1,982	1,305	3,269	4,000	4,000
General Fund	001-5499-6418	SALES TAX	Aquatic Center Program	21,557	4,380	27,359	31,222	17,176	33,775	33,775
General Fund	001-5499-6420	REFUNDS	Aquatic Center Program	7,034	657	685	-	(4)	750	750
General Fund	001-5499-6422	MISC CONTR WORK	Aquatic Center Program	20,783	15,224	37,383	45,912	43,907	45,000	41,200
General Fund	001-5499-6501	POOL CHEMICALS	Aquatic Center Program	11,123	15,637	23,419	32,004	45,271	45,000	49,000
General Fund	001-5499-6504	MINOR EQUIPMENT	Aquatic Center Program	-	4,466	6,177	6,279	7,332	7,250	8,000
General Fund	001-5499-6506	OFFICE SUPPLIES	Aquatic Center Program	1,772	969	2,817	4,558	219	2,000	2,000
General Fund	001-5499-6514	CONCESSION SUPPLIES	Aquatic Center Program	21,374	9,140	34,617	53,926	59,688	37,000	35,900
General Fund	001-5499-6516	JANITORIAL SUPPLIES	Aquatic Center Program	1,948	4,929	4,712	4,549	5,759	5,000	7,000
General Fund	001-5499-6599	MISC SUPPLIES	Aquatic Center Program	741	1,901	2,829	3,016	3,489	5,000	5,000
General Fund	001-5499-6725	OFFICE EQUIPMENT	Aquatic Center Program	293	-	56	-	-	-	-
General Fund	001-5499-6727	OTHER CAPITAL EQUIPMENT	Aquatic Center Program	5,313	10,517	6,437	3,489	6,256	9,000	7,750
General Fund	001-5499-6799	OTHER CAPITAL IMPROVEMENTS	Aquatic Center Program	-	-	-	-	-	-	-
General Fund	001-5530-6010	SALARIES	Salaries/FICA/Medicare/Deferred Comp	168,602	210,646	241,116	267,790	273,517	288,353	301,720
General Fund	001-5530-6110	CITY CONTRIBUTION FOR FICA	Salaries/FICA/Medicare/Deferred Comp	10,434	12,885	14,612	16,299	16,740	17,878	18,707
General Fund	001-5530-6120	MEDICARE	Salaries/FICA/Medicare/Deferred Comp	2,440	3,014	3,417	3,812	3,915	4,181	4,375
General Fund	001-5530-6130	CITY CONTRIBUTION FOR IPERS	Pensions - IPERS/MPFRSI	15,746	19,715	22,591	25,110	25,650	14,221	-
General Fund	001-5530-6185	LOGOED APPAREL- NON UNIFORM	Planning & Building Program	-	-	-	-	461	450	450
General Fund	001-5530-6199	DEFERRED COMP	Salaries/FICA/Medicare/Deferred Comp	3,017	3,118	3,622	4,091	4,957	5,612	5,889
General Fund	001-5530-6210	DUES, MEMBERSHIPS, SUBSCRIPTIO	Planning & Building Program	336	1,048	765	772	1,119	750	1,855
General Fund	001-5530-6230	TRAINING	Planning & Building Program	834	2,360	1,974	904	1,591	2,000	2,000
General Fund	001-5530-6240	MEETING & CONFERENCE EXPENSE	Planning & Building Program	-	-	(380)	-	2,110	2,500	3,000
General Fund	001-5530-6331	VEHICLE OPERATIONS	Planning & Building Program	1,727	1,810	2,062	2,369	2,338	3,150	2,500
General Fund	001-5530-6332	VEHICLE REPAIR	Planning & Building Program	2,499	-	262	203	8	500	2,600
General Fund	001-5530-6373	TELEPHONE/PAGER	Planning & Building Program	1,241	1,751	1,666	1,996	1,665	1,980	1,980
General Fund	001-5530-6402	ADVERTISING & LEGAL PUBLICATIO	Planning & Building Program	-	-	550	-	-	-	-
General Fund	001-5530-6407	PROFESSIONAL FEES	Planning & Building Program	-	-	-	-	-	31,500	-
General Fund	001-5530-6413	PAY TO OTHER AGENCIES	Planning & Building Program	90	180	-	874	49	1,000	1,000
General Fund	001-5530-6414	PRINTING	Planning & Building Program	-	-	91	-	-	250	250
General Fund	001-5530-6420	REFUNDS	Planning & Building Program	80	-	738	160	300	500	500
General Fund	001-5530-6422	MISC CONTR WORK	Planning & Building Program	1,431	2,015	3,058	2,730	5,569	6,000	6,000
General Fund	001-5530-6599	MISC SUPPLIES	Planning & Building Program	3,002	1,491	1,566	2,293	274	1,250	1,250
General Fund	001-5540-6010	SALARIES	Salaries/FICA/Medicare/Deferred Comp	345,828	359,270	375,125	408,256	419,702	438,590	460,294
General Fund	001-5540-6110	CITY CONTRIBUTION FOR FICA	Salaries/FICA/Medicare/Deferred Comp	20,410	21,209	21,317	23,499	24,872	27,193	28,538
General Fund	001-5540-6120	MEDICARE	Salaries/FICA/Medicare/Deferred Comp	4,942	5,125	5,239	5,699	5,912	6,360	6,674
General Fund	001-5540-6130	CITY CONTRIBUTION FOR IPERS	Pensions - IPERS/MPFRSI	32,268	33,537	34,874	37,158	38,719	21,403	-
General Fund	001-5540-6150	GROUP INSURANCE	Planning & Building Program	-	-	-	-	-	-	-
General Fund	001-5540-6185	LOGOED APPAREL- NON UNIFORM	Planning & Building Program	-	-	-	-	451	400	700
General Fund	001-5540-6199	DEFERRED COMP	Salaries/FICA/Medicare/Deferred Comp	7,336	9,108	8,532	9,520	9,317	11,333	11,918
General Fund	001-5540-6210	DUES, MEMBERSHIPS, SUBSCRIPTIO	Planning & Building Program	2,445	2,942	2,305	2,733	2,636	2,750	2,975
General Fund	001-5540-6230	TRAINING	Planning & Building Program	2,893	3,053	2,155	3,258	3,005	5,000	5,000
General Fund	001-5540-6240	MEETING & CONFERENCE EXPENSE	Planning & Building Program	2,998	1,345	2,095	3,816	5,640	5,000	5,300
General Fund	001-5540-6331	VEHICLE OPERATIONS	Planning & Building Program	854	593	268	174	101	880	770
General Fund	001-5540-6332	VEHICLE REPAIR	Planning & Building Program	-	-	-	-	682	250	250
General Fund	001-5540-6373	TELEPHONE/PAGER	Planning & Building Program	1,185	767	767	600	767	600	600
General Fund	001-5540-6402	ADVERTISING & LEGAL PUBLICATIO	Planning & Building Program	-	-	81	-	-	-	-
General Fund	001-5540-6407	PROFESSIONAL FEES	Planning & Building Program	25,750	-	2,387	2,418	-	3,500	3,500
General Fund	001-5540-6413	PAY TO OTHER AGENCIES	Planning & Building Program	29,007	18,975	35,762	22,575	22,155	22,500	22,500
General Fund	001-5540-6414	PRINTING	Planning & Building Program	27	-	377	-	-	500	250
General Fund	001-5540-6422	MISC CONTR WORK	Planning & Building Program	-	-	-	75	300	-	-
General Fund	001-5540-6599	MISC SUPPLIES	Planning & Building Program	3,918	6,961	1,477	2,160	1,580	1,750	9,500
General Fund	001-5550-6010	SALARIES	Salaries/FICA/Medicare/Deferred Comp	70,377	73,008	74,911	82,592	85,020	89,188	93,068
General Fund	001-5550-6110	CITY CONTRIBUTION FOR FICA	Salaries/FICA/Medicare/Deferred Comp	4,145	4,295	4,390	4,804	4,959	5,530	5,770
General Fund	001-5550-6120	MEDICARE	Salaries/FICA/Medicare/Deferred Comp	969	1,004	1,027	1,123	1,160	1,293	1,349
General Fund	001-5550-6130	CITY CONTRIBUTION FOR IPERS	Pensions - IPERS/MPFRSI	6,558	6,807	6,987	7,712	7,941	3,419	-
General Fund	001-5550-6184	LAUNDRY & UNIFORMS	Planning & Building Program	-	-	-	-	-	-	-
General Fund	001-5550-6185	LOGOED APPAREL- NON UNIFORM	Planning & Building Program	-	-	-	-	158	150	150
General Fund	001-5550-6199	DEFERRED COMP	Salaries/FICA/Medicare/Deferred Comp	1,392	1,444	1,487	1,577	1,667	2,188	2,290
General Fund	001-5550-6210	DUES, MEMBERSHIPS, SUBSCRIPTIO	Planning & Building Program	-	-	-	-	75	100	100
General Fund	001-5550-6230	TRAINING	Planning & Building Program	85	-	-	-	50	200	200
General Fund	001-5550-6240	MEETING & CONFERENCE EXPENSE	Planning & Building Program	-	-	-	-	-	100	100
General Fund	001-5550-6331	VEHICLE OPERATIONS	Planning & Building Program	44	307	873	847	1,272	850	770
General Fund	001-5550-6332	VEHICLE REPAIR	Planning & Building Program	799	110	-	-	-	250	250

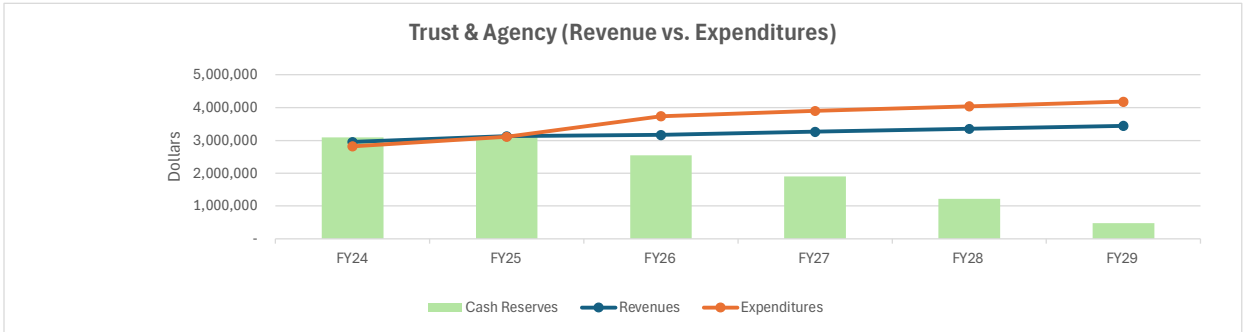
General Fund	001-5550-6373	TELEPHONE/PAGER	Planning & Building Program	677	620	611	665	609	660	660
General Fund	001-5550-6407	PROFESSIONAL FEES	Planning & Building Program	-	-	-	-	350	-	-
General Fund	001-5550-6422	MISC CONTR WORK	Planning & Building Program	1,243	3,513	1,250	2,005	873	2,500	4,000
General Fund	001-5550-6599	MISC SUPPLIES	Planning & Building Program	148	-	817	489	432	750	750
General Fund	001-5609-6010	SALARIES	Mayor & City Council Program	-	-	-	-	-	-	-
General Fund	001-5609-6011	SALARIES - COUNCIL	Mayor & City Council Program	32,628	33,174	33,443	34,866	35,889	36,468	38,222
General Fund	001-5609-6110	CITY CONTRIBUTION FOR FICA	Mayor & City Council Program	578	588	600	618	636	2,261	2,370
General Fund	001-5609-6120	MEDICARE	Mayor & City Council Program	474	481	485	505	520	529	554
General Fund	001-5609-6130	CITY CONTRIBUTION FOR IPERS	Pensions - IPERS/MPFRSI	2,200	2,237	2,244	2,351	2,420	3,443	-
General Fund	001-5609-6184	LAUNDRY & UNIFORMS	Mayor & City Council Program	120	81	-	-	-	600	-
General Fund	001-5609-6185	LOGGED APPAREL- NON UNIFORM	Mayor & City Council Program	-	-	-	-	406	600	600
General Fund	001-5609-6210	DUES, MEMBERSHIPS, SUBSCRIPTIO	Mayor & City Council Program	6,326	6,356	7,164	16,353	775	8,380	10,000
General Fund	001-5609-6230	TRAINING	Mayor & City Council Program	255	140	255	-	-	650	650
General Fund	001-5609-6240	MEETING & CONFERENCE EXPENSE	Mayor & City Council Program	7,289	496	18,931	7,801	3,857	10,000	10,000
General Fund	001-5609-6373	TELEPHONE/PAGER	Mayor & City Council Program	495	600	600	600	600	600	600
General Fund	001-5609-6402	ADVERTISING & LEGAL PUBLICATIO	Mayor & City Council Program	6,926	5,736	5,705	6,690	6,766	8,000	8,000
General Fund	001-5609-6422	MISC CONTR WORK	Mayor & City Council Program	23,794	1,204	25,684	4,650	21,450	8,950	20,000
General Fund	001-5610-6010	SALARIES	Salaries/FICA/Medicare/Deferred Comp	302,964	314,308	328,299	362,467	409,377	455,247	486,598
General Fund	001-5610-6110	CITY CONTRIBUTION FOR FICA	Salaries/FICA/Medicare/Deferred Comp	15,811	16,489	16,371	18,572	21,829	28,225	30,169
General Fund	001-5610-6120	MEDICARE	Salaries/FICA/Medicare/Deferred Comp	4,353	4,561	4,707	5,216	5,987	6,601	7,056
General Fund	001-5610-6130	CITY CONTRIBUTION FOR IPERS	Pensions - IPERS/MPFRSI	27,786	28,895	30,199	33,394	37,758	22,975	-
General Fund	001-5610-6184	LAUNDRY & UNIFORMS	Executive & Admin Program	-	-	56	-	-	-	-
General Fund	001-5610-6185	LOGGED APPAREL- NON UNIFORM	Executive & Admin Program	-	-	-	-	365	300	300
General Fund	001-5610-6199	DEFERRED COMP	Salaries/FICA/Medicare/Deferred Comp	6,003	6,229	7,978	8,801	11,865	13,204	13,900
General Fund	001-5610-6210	DUES, MEMBERSHIPS, SUBSCRIPTIO	Executive & Admin Program	3,303	3,114	2,319	3,277	3,271	4,000	4,000
General Fund	001-5610-6230	TRAINING	Executive & Admin Program	4,057	13,967	17,545	13,751	9,608	17,500	17,500
General Fund	001-5610-6240	MEETING & CONFERENCE EXPENSE	Executive & Admin Program	7,964	585	2,598	18,585	15,569	15,000	15,000
General Fund	001-5610-6373	TELEPHONE/PAGER	Executive & Admin Program	1,200	1,200	1,200	1,200	1,200	1,800	1,800
General Fund	001-5610-6407	PROFESSIONAL FEES	Executive & Admin Program	19,863	6,337	12,802	11,770	9,120	65,000	20,000
General Fund	001-5610-6413	PAY TO OTHER AGENCIES	Executive & Admin Program	-	-	-	-	-	-	-
General Fund	001-5610-6414	PRINTING	Executive & Admin Program	307	-	-	31	-	1,000	1,000
General Fund	001-5610-6508	POSTAGE & SHIPPING	Executive & Admin Program	-	-	-	-	-	-	-
General Fund	001-5610-6725	OFFICE EQUIPMENT	Executive & Admin Program	-	413	499	37	1,120	5,000	1,000
General Fund	001-5615-6010	SALARIES	Salaries/FICA/Medicare/Deferred Comp	100,765	104,843	156,906	193,517	197,326	218,030	153,477
General Fund	001-5615-6110	CITY CONTRIBUTION FOR FICA	Salaries/FICA/Medicare/Deferred Comp	5,976	6,200	9,270	11,573	11,612	13,518	9,516
General Fund	001-5615-6120	MEDICARE	Salaries/FICA/Medicare/Deferred Comp	1,398	1,450	2,168	2,707	2,716	3,161	2,225
General Fund	001-5615-6130	CITY CONTRIBUTION FOR IPERS	Pensions - IPERS/MPFRSI	9,512	9,897	14,812	17,906	18,628	9,582	-
General Fund	001-5615-6184	LAUNDRY & UNIFORMS	Human Resources Program	47	35	201	32	-	200	-
General Fund	001-5615-6185	LOGGED APPAREL- NON UNIFORM	Human Resources Program	-	-	-	-	-	200	200
General Fund	001-5615-6199	DEFERRED COMP	Salaries/FICA/Medicare/Deferred Comp	1,010	1,050	1,579	2,238	1,867	2,816	1,610
General Fund	001-5615-6210	DUES, MEMBERSHIPS, SUBSCRIPTIO	Human Resources Program	364	371	215	1,110	480	742	1,103
General Fund	001-5615-6230	TRAINING	Human Resources Program	149	200	2,586	3,178	2,338	3,540	2,280
General Fund	001-5615-6240	MEETING & CONFERENCE EXPENSE	Human Resources Program	3,451	1,887	5,029	6,094	2,665	4,400	3,050
General Fund	001-5615-6260	STAFF EDUC & TRAINING BENEFI	Human Resources Program	-	-	10,950	7,500	-	7,000	7,000
General Fund	001-5615-6373	TELEPHONE/PAGER	Human Resources Program	570	600	1,050	1,200	1,100	1,200	600
General Fund	001-5615-6402	ADVERTISING & LEGAL PUBLICATIO	Human Resources Program	-	-	1,009	216	360	-	-
General Fund	001-5615-6407	PROFESSIONAL FEES	Human Resources Program	14,349	29,263	51,163	93,402	68,570	70,000	66,249
General Fund	001-5615-6413	PAY TO OTHER AGENCIES	Human Resources Program	-	-	-	-	-	-	-
General Fund	001-5615-6414	PRINTING & AWARDS	Human Resources Program	162	40	390	916	24,445	18,000	30,000
General Fund	001-5615-6422	MISC CONTR WORK	Human Resources Program	19,194	50,630	44,640	26,703	46,971	30,000	27,800
General Fund	001-5615-6508	POSTAGE & SHIPPING	Human Resources Program	-	-	-	-	-	-	-
General Fund	001-5615-6599	MISCELLANEOUS SUPPLIES	Human Resources Program	-	-	-	144	-	-	-
General Fund	001-5615-6725	OFFICE EQUIPMENT	Human Resources Program	-	-	-	395	-	500	500
General Fund	001-5620-6010	SALARIES	Salaries/FICA/Medicare/Deferred Comp	617,034	637,163	644,361	611,475	633,068	667,214	696,862
General Fund	001-5620-6110	CITY CONTRIBUTION FOR FICA	Salaries/FICA/Medicare/Deferred Comp	37,850	38,749	38,195	36,993	38,110	41,367	43,205
General Fund	001-5620-6120	MEDICARE	Salaries/FICA/Medicare/Deferred Comp	8,858	9,076	9,040	8,651	8,913	9,675	10,104
General Fund	001-5620-6130	CITY CONTRIBUTION FOR IPERS	Pensions - IPERS/MPFRSI	55,824	57,462	54,735	57,049	59,454	32,985	-
General Fund	001-5620-6150	GROUP INSURANCE	Financial Admin Program	-	-	-	-	-	-	-
General Fund	001-5620-6184	LAUNDRY & UNIFORMS	Financial Admin Program	374	277	321	56	90	700	-
General Fund	001-5620-6185	LOGGED APPAREL- NON UNIFORM	Financial Admin Program	-	-	-	-	-	700	700
General Fund	001-5620-6199	DEFERRED COMP	Salaries/FICA/Medicare/Deferred Comp	12,047	10,798	7,748	7,768	8,685	9,558	10,476
General Fund	001-5620-6210	DUES, MEMBERSHIPS, SUBSCRIPTIO	Financial Admin Program	936	901	1,054	818	1,057	1,200	1,500
General Fund	001-5620-6230	TRAINING	Financial Admin Program	3,315	4,063	1,998	2,446	5,454	6,850	7,500
General Fund	001-5620-6240	MEETING & CONFERENCE EXPENSE	Financial Admin Program	2,796	933	2,482	8,205	5,479	8,000	7,000
General Fund	001-5620-6373	TELEPHONE/PAGER	Financial Admin Program	1,080	1,750	1,950	2,400	2,400	2,400	2,400
General Fund	001-5620-6407	PROFESSIONAL FEES	Financial Admin Program	194,137	96,324	97,396	61,552	155,123	84,300	35,000
General Fund	001-5620-6413	PAY TO OTHER AGENCIES	Financial Admin Program	-	-	550	850	850	-	-
General Fund	001-5620-6414	PRINTING	Financial Admin Program	11,613	9,755	11,624	15,029	15,462	11,204	12,500
General Fund	001-5620-6422	MISC CONTR WORK	Financial Admin Program	7,895	9,290	11,506	11,423	12,759	11,680	12,000
General Fund	001-5620-6725	OFFICE EQUIPMENT	Financial Admin Program	885	1,620	234	283	-	-	-
General Fund	001-5620-6910	TRANSFERS OUT	Transfer Out	2,186,882	1,853,980	2,300,649	1,787,199	2,311,208	6,302,032	2,548,228
General Fund	001-5630-6413	PAY TO OTHER AGENCIES	Financial Admin Program	9,854	-	12,410	-	6,805	-	8,000
General Fund	001-5640-6407	PROFESSIONAL FEES	Legal Services Program	40,320	64,737	56,273	42,268	70,783	70,000	70,000
General Fund	001-5650-6010	SALARIES	Salaries/FICA/Medicare/Deferred Comp	114,764	121,568	128,993	118,416	136,797	150,055	152,021
General Fund	001-5650-6110	CITY CONTRIBUTION FOR FICA	Salaries/FICA/Medicare/Deferred Comp	7,002	7,168	7,881	7,032	8,175	9,303	9,425
General Fund	001-5650-6120	MEDICARE	Salaries/FICA/Medicare/Deferred Comp	1,638	1,676	1,843	1,645	1,912	2,176	2,204

General Fund	001-5650-6130	CITY CONTRIBUTION FOR IPERS	Pensions - IPERS/MPFRSI	10,664	11,306	11,699	11,094	12,744	7,165	-
General Fund	001-5650-6184	LAUNDRY & UNIFORMS	Facility Maintenance/City Hall Operations Progr	-	-	-	143	-	-	-
General Fund	001-5650-6185	LOGOED APPAREL- NON UNIFORM	Facility Maintenance/City Hall Operations Progr	-	-	-	-	1,096	100	100
General Fund	001-5650-6199	DEFERRED COMP	Salaries/FICA/Medicare/Deferred Comp	1,227	1,273	1,836	1,390	2,283	2,538	2,660
General Fund	001-5650-6230	TRAINING	Facility Maintenance/City Hall Operations Progr	-	-	-	195	-	-	-
General Fund	001-5650-6310	EQUIP MAINT & REPAIR	Facility Maintenance/City Hall Operations Progr	867	657	708	885	-	-	-
General Fund	001-5650-6320	GROUPS MAINT & REPAIRS	Facility Maintenance/City Hall Operations Progr	-	-	-	-	-	-	-
General Fund	001-5650-6321	BUILDING MAINT & REPAIRS	Facility Maintenance/City Hall Operations Progr	32,679	26,529	26,105	39,869	41,497	44,350	44,350
General Fund	001-5650-6371	ELECTRIC/GAS SERVICES	Facility Maintenance/City Hall Operations Progr	27,143	24,273	34,595	30,707	28,891	30,000	30,000
General Fund	001-5650-6373	TELEPHONE/PAGER	Facility Maintenance/City Hall Operations Progr	-	-	-	-	-	-	-
General Fund	001-5650-6402	ADVERTISING & LEGAL PUBLICATIO	Facility Maintenance/City Hall Operations Progr	-	-	875	752	80	-	-
General Fund	001-5650-6407	PROFESSIONAL FEES	Facility Maintenance/City Hall Operations Progr	-	16,021	16,121	5,292	-	-	-
General Fund	001-5650-6414	PRINTING	Facility Maintenance/City Hall Operations Progr	2,790	2,562	1,519	36	2,108	-	-
General Fund	001-5650-6422	MISC CONTR WORK	Facility Maintenance/City Hall Operations Progr	112,787	119,609	127,546	185,402	137,935	200,000	200,000
General Fund	001-5650-6506	OFFICE SUPPLIES	Facility Maintenance/City Hall Operations Progr	3,307	3,259	3,430	4,678	4,154	4,000	5,000
General Fund	001-5650-6508	POSTAGE & SHIPPING	Facility Maintenance/City Hall Operations Progr	12,887	13,093	12,540	12,642	21,285	13,000	15,000
General Fund	001-5650-6512	SUSTENANCE SUPPLIES	Facility Maintenance/City Hall Operations Progr	424	895	914	494	1,071	1,000	1,000
General Fund	001-5650-6516	JANITORIAL SUPPLIES	Facility Maintenance/City Hall Operations Progr	6,816	6,250	6,136	1,949	2,846	6,000	6,000
General Fund	001-5650-6727	OTHER CAPITAL EQUIPMENT	Facility Maintenance/City Hall Operations Progr	11,339	-	-	24,232	15,274	20,000	20,000
General Fund	001-5651-6260	EDUCATIONAL & TRAINING BENEFI	General Fund Programs	3,125	9,125	8,750	750	1,921	2,000	5,000
General Fund	001-5651-6407	PROFESSIONAL FEES	General Fund Programs	37,968	34,471	31,139	31,101	33,118	40,000	40,000
General Fund	001-5651-6413	PAY TO OTHER AGENCIES	General Fund Programs	-	40,000	20,000	20,000	20,000	-	-
General Fund	001-5651-6420	REFUNDS	General Fund Programs	1,045	2,864	392	383	1,016	1,000	1,000
General Fund	001-5651-6422	MISC CONTR WORK	General Fund Programs	364	1,100	761	828	878	750	750
General Fund	001-5651-6599	MISC SUPPLIES	General Fund Programs	3,617	4,640	235	496	857	1,500	1,500
General Fund	001-5651-6911	CONTINGENCY	General Fund Programs	5,250	3,788	-	3,000	3,135	3,000	3,000
General Fund	001-5698-6010	SALARIES	Salaries/FICA/Medicare/Deferred Comp	259,418	270,431	281,712	320,034	334,692	359,558	366,926
General Fund	001-5698-6110	CITY CONTRIBUTION FOR FICA	Salaries/FICA/Medicare/Deferred Comp	15,665	16,420	16,955	19,483	20,174	21,425	22,749
General Fund	001-5698-6120	MEDICARE	Salaries/FICA/Medicare/Deferred Comp	3,663	3,840	3,965	4,556	4,718	5,011	5,320
General Fund	001-5698-6130	CITY CONTRIBUTION FOR IPERS	Pensions - IPERS/MPFRSI	24,371	25,411	26,475	30,093	31,147	17,121	-
General Fund	001-5698-6184	LAUNDRY & UNIFORMS	IT Program	184	111	38	186	-	300	-
General Fund	001-5698-6185	LOGOED APPAREL- NON UNIFORM	IT Program	-	-	-	-	157	300	400
General Fund	001-5698-6199	DEFERRED COMP	Salaries/FICA/Medicare/Deferred Comp	2,663	4,395	2,963	4,815	5,442	6,193	6,658
General Fund	001-5698-6210	DUES, MEMBERSHIPS, SUBSCRIPTIO	IT Program	1,000	500	500	500	500	500	500
General Fund	001-5698-6230	TRAINING	IT Program	9,397	3,480	673	3,480	-	6,000	5,000
General Fund	001-5698-6240	MEETING & CONFERENCE EXPENSE	IT Program	1,635	290	1,007	1,960	1,458	2,000	2,000
General Fund	001-5698-6373	TELEPHONE/PAGER	IT Program	1,140	1,200	1,200	1,750	1,800	1,800	1,800
General Fund	001-5698-6402	ADVERTISING & LEGAL PUBLICATIO	IT Program	-	-	-	-	-	-	-
General Fund	001-5698-6407	PROFESSIONAL FEES	IT Program	20,328	26,075	48,778	23,051	35,833	90,900	58,900
General Fund	001-5698-6500	MAINTENANCE CONTRACTS	IT Program	259,460	311,739	352,937	404,420	356,639	482,245	526,087
General Fund	001-5698-6518	SOFTWARE	IT Program	23,832	17,472	10,680	1,745	8,980	18,500	37,000
General Fund	001-5698-6599	MISC SUPPLIES	IT Program	6,177	4,001	5,316	4,417	2,919	6,800	6,800
General Fund	001-5698-6727	OTHER CAPITAL EQUIPMENT	IT Program	-	-	-	-	-	-	-
General Fund	001-5698-6792	PROJECTS	IT Program	-	115	-	-	-	-	-
General Fund	001-5698-6793	HARDWARE	IT Program	17,848	11,376	13,364	11,008	9,296	14,000	12,000
General Fund	001-5699-6240	MEETING & CONFERENCE EXPENSE	General Fund Programs	-	-	-	-	-	-	-
General Fund	001-5699-6402	ADVERTISING & LEGAL PUBLICATIO	General Fund Programs	-	-	-	-	-	-	-
General Fund	001-5699-6407	PROFESSIONAL FEES	General Fund Programs	-	-	-	320	-	-	-
General Fund	001-5699-6599	MISC SUPPLIES	General Fund Programs	-	-	-	-	-	-	-
				18,640,970	18,707,647	20,418,470	22,552,571	23,233,187	28,998,892	25,307,359

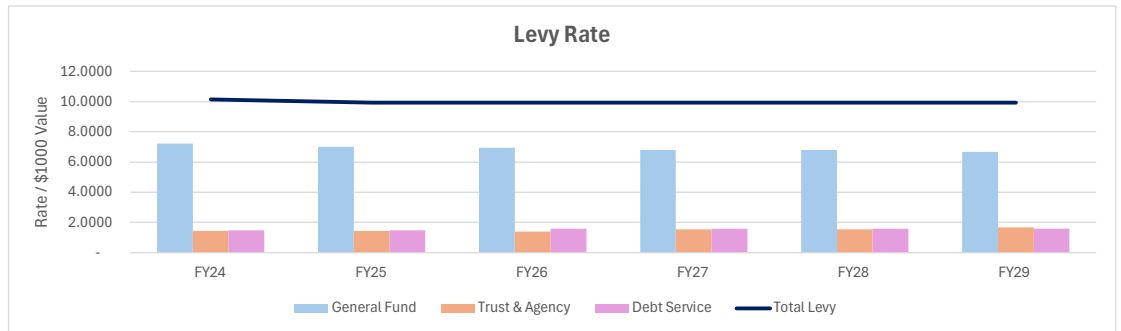
Appendix #12



Fiscal Year	Growth %	Non- TIF Taxable	Adj Value SF 2442	Levy \$ Generated	General Fund ACGFL	General Fund Revenues	General Fund Expenditures	Cash Balance	General Fund Cash Reserve %
FY23	4.45%	1,718,906,272	-	12,152,667	7.0700	23,890,028	22,552,571	11,229,731	49.79%
FY24	3.26%	1,776,785,023	-	12,828,388	7.2200	24,192,504	23,233,243	12,188,992	52.46%
FY25	6.27%	1,895,593,695	1,830,088,574	13,288,112	7.0100	27,458,835	28,998,892	10,648,935	36.72%
FY26	3.73%	1,966,299,340	1,914,549,632	13,645,577	6.9400	24,060,924	25,307,359	9,402,500	37.15%
FY27	5.00%	2,064,614,307	2,005,625,327	14,039,377	6.8000	24,528,246	25,707,483	8,223,263	31.99%
FY28	2.70%	2,120,358,893	2,064,614,307	14,418,440	6.8000	25,123,043	26,454,801	6,891,505	26.05%
FY29	4.00%	2,205,173,249	2,162,766,071	14,708,506	6.6700	25,479,989	27,246,820	5,124,674	18.81%



Fiscal Year	Growth %	Non- TIF Taxable	Levy \$ Generated	Trust & Agency Levy (No Limit)	Trust & Agency Revenues	Trust & Agency Expenditures	Cash Balance	Trust & Agency Cash Reserve %
FY23	4.45%	1,718,906,272	2,475,225	1.4400	2,890,456	2,678,351	2,957,803	110.43%
FY24	3.26%	1,776,785,023	2,558,570	1.4400	2,952,674	2,815,683	3,094,794	109.91%
FY25	6.27%	1,895,593,695	2,710,699	1.4300	3,128,999	3,104,480	3,119,313	100.48%
FY26	3.73%	1,966,299,340	2,752,587	1.4000	3,162,640	3,737,757	2,544,196	68.07%
FY27	5.00%	2,064,614,307	3,179,506	1.5400	3,258,549	3,898,404	1,904,341	48.85%
FY28	2.70%	2,120,358,893	3,265,353	1.5400	3,353,524	4,039,041	1,218,824	30.18%
FY29	4.00%	2,205,173,249	3,682,639	1.6700	3,441,027	4,179,091	480,760	11.50%



Fiscal Year	General Fund	Trust & Agency Fund	Debt Levy	Total Levy
FY23	7.0700	1.4400	1.4800	9.9900
FY24	7.2200	1.4400	1.4800	10.1400
FY25	7.0100	1.4300	1.4800	9.9200
FY26	6.9400	1.4000	1.5800	9.9200
FY27	6.8000	1.5400	1.5800	9.9200
FY28	6.8000	1.5400	1.5800	9.9200
FY29	6.6700	1.6700	1.5800	9.9200

Taxing District: (county's number) – (county's name)

The table below shows how current taxes levied within this taxing district are distributed. TIF tax included where applicable. If all fields below are blank, this is a new taxing district, with nothing currently to report. Rural taxing districts do not show any city taxes, except for any TIF tax levied by the city on rural property.

Taxing Authority	Non-TIF Property Tax	TIF Property Tax	Total Property Tax	Authority % of Tax
School				
County				
City				
All Others				

The hypothetical example below compares the amount of property taxes on a Residential property with a value of 100,000 in the current year and 110,000 in the proposed year:

Taxing Authority	Tax Using Current Tax Rate	Tax Using Proposed Tax Rate	% Change
School			
County			
City	460	518	12.61%

The hypothetical example below compares the amount of property taxes on a Commercial property with a value of 300,000 in the current year and 330,000 in the proposed year:

Taxing Authority	Tax Using Current Tax Rate	Tax Using Proposed Tax Rate	% Change
School			
County			
City	2029	2313	14.00%

- 1) Final tax rates will change due to final adopted amounts, legislative changes, and other levy authorities not included on this mailing.
- 2) The proposed property tax levies on the front of this notice do not include any Self-Supported Municipal Improvement District (SSMID) tax within cities.
- 3) The examples of change in estimated taxes to be paid shown above are calculated using the full city rate, even for city ag land tax districts.
- 4) Rural taxing districts do not show any city rate information.
- 5) FOR POLK COUNTY ONLY – the proposed tax levy on the front of this notice does not include fire/EMS levies included in the County budget for certain townships.

For assistance interpreting this document visit: <https://dom.iowa.gov/local-government/citizen-property-tax-guide>



Memo

TO: Mayor and Council members

FROM: Elizabeth Hansen, Director of Administrative Services

DATE: February 27, 2025

RE: Resolution Setting Proposed Property Tax Hearing (03/27/2025, 5:30 p.m.) - for the FY25/26 Budget

SYNOPSIS:

Now is the time to set the public hearing to satisfy the requirement as part of the 2023 Property Tax legislation (HF718) approved by the Iowa Legislature. This requirement is now part of the process for adopting the budget.

The notice was prepared as the proposed budget had been presented. The proposed budget maintains the total levy rate of \$9.92.

These proceedings will be submitted to the County Auditor before the public hearing for the budget, so the County can send out the tax statement to each taxpayer by March 15, 2025.

The next step in the adoption process of the FY 25-26 budget is to hold a Proposed Tax Notice Hearing on March 27, 2025, at 5:30 p.m. Then, at the regular City Council meeting that evening at 6:00 p.m., staff would ask the Council to set a public hearing to approve the budget for the Council meeting on April 10 and to consider the first reading of an ordinance increasing the utility rates.

Attachments:

1. Resolution setting Property Tax Hearing
2. FY26 Proposed Property Tax Levy Notice

RESOLUTION NO. _____

RESOLUTION SETTING PUBLIC
HEARING ON PROPOSED PROPERTY
TAX DOLLARS FOR FISCAL YEAR
ENDING JUNE 30, 2026

WHEREAS, state legislation approved in 2023, HF 718 (House File 718) making significant changes to the adoption process for the annual city budget; and

WHEREAS, to comply with the requirements of HF 718, the City is required to hold an additional distinct public hearing on the proposed Property Tax Dollars to certify the levy rate; and

WHEREAS, the City Council has proposed to fix a time and place for a public hearing to discuss and consider the proposed FY26 Property Tax Dollars for the affected levy total for the fiscal year ending June 30, 2026; and

NOW, THEREFORE IT BE RESOLVED by the Council of the City of Clive, Iowa the public hearing notice set for March 27, 2025, at 5:30 p.m.; and

The City Council hereby delegates to the City Clerk the duty of posting notice, which publication shall be made in a legal newspaper of general circulation in the City, which publication shall not be less than 10 days nor more than 20 days before the date set for the hearing.

PASSED AND APPROVED THIS 27th DAY OF FEBRUARY 2025.

By: _____
John Edwards, Mayor

ATTEST:

By: _____
Matthew D. Graham, City Clerk

The City Council will conduct a public hearing on the proposed Fiscal Year City property tax levy as follows:

Meeting Date: **Meeting Time:** **Meeting Location:**

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of the proposed tax levy. After the hearing of the proposed tax levy, the City Council will publish notice and hold a hearing on the proposed city budget.

City Website (if available)
www.cityofclive.com

City Telephone Number

Iowa Department of Management	Current Year Property Tax	Certified 2024 - 2025	Budget Year Property Tax	Effective 2025 - 2026	Budget Year Property Tax	Proposed 2025 - 2026
Taxable Valuations for Non-Debt Service		1,883,377,291		1,953,925,459		1,953,925,459
Consolidated General Fund		13,201,929		13,201,929		13,560,848
Operation & Maintenance of Public Transit		0		0		0
Aviation Authority		0		0		0
Liability, Property & Self Insurance		0		0		0
Support of Local Emergency Mgmt. Comm.		0		0		0
Unified Law Enforcement		0		0		0
Police & Fire Retirement		595,863		595,863		663,026
FICA & IPERS (If at General Fund Limit)		0		0		880,595
Other Employee Benefits		2,097,367		2,097,367		1,191,875
Capital Projects (Capital Improv. Reserve)		0		0		0
Taxable Value for Debt Service		1,955,458,968		2,036,047,249		2,036,047,249
Debt Service		2,894,079		2,894,079		3,216,955
CITY REGULAR TOTAL PROPERTY TAX		18,789,238		18,789,238		19,513,299
CITY REGULAR TAX RATE		9.91971		9.55641		9.92031
Taxable Value for City Ag Land		279,256		236,056		236,056
Ag Land		839		839		710
CITY AG LAND TAX RATE		3.00375		3.55424		3.00375
Tax Rate Comparison-Current VS. Proposed						
Residential property with an Actual/Assessed Valuation of \$100,000/\$110,000		Current Year 2024/2025		Budget Year 2025/2026		Percent Change
City Regular Residential		460		518		12.61
Commercial property with an Actual/Assessed Valuation of \$300,000/\$330,000		Current Year 2024/2025		Budget Year 2025/2026		Percent Change
City Regular Commercial		2,029		2,313		14.00

Note: Actual/Assessed Valuation is multiplied by a Rollback Percentage to get to the Taxable Valuation to calculate Property Taxes. Residential and Commercial properties have the same Rollback Percentage at \$100,000 Actual/Assessed Valuation.

Reasons for tax increase if proposed exceeds the current:

Clive will keep its property tax rate at \$9.92 per \$1,000 of taxable value after lowering it by \$0.22 last year. By controlling costs, improving efficiency, and using cash reserves, Clive will continue delivering value for taxes paid. Find details at cityofclive.com.



Dear Clive City Council Members,

Since 2005, Al Éxito has been dedicated to inspiring, preparing, supporting, and positioning students with postsecondary attainment, career readiness, and civic engagement through culturally rooted services and programs.

Your support of Bravo enables vital investments in organizations like ours, and Al Éxito is profoundly thankful for your contribution! When Al Éxito students thrive, the entire community benefits.

Al Éxito programs provide a comprehensive package to assist students' academic success at every stage, 5th grade through college, with afterschool and grade level transition programming, summer intensive camps, leadership/ civic engagement experiences, college scholarships, hands-on business and cultural experiences. Thanks to the generosity of local governments like yours, Al Éxito can continue to:

- Offer weekly after-school culturally-rooted programs to 800 students each year
- Provide free summer college preparation residential camps to 75 students annually
- Deliver hands-on career and cultural experiences through our youth-led business, |drēm|sēd|
- Organize hundreds of culturally-relevant college campus visits tailored specifically to Al Éxito students across the state

In an exciting first for Iowa, Al Éxito is also leading the Iowa Latinx Project, which recently released the *Nuestro Iowa* report and dashboard—a comprehensive overview of Iowa's Latino communities. You can explore it at iowalatinxproject.org.

On behalf of our students, staff, and volunteers, we want to express our sincere gratitude. Together, we are building a brighter future where everyone can thrive.

Thank you for your continued commitment to arts, culture, and education in our community.

With gratitude,

Dawn Martinez Oropeza
Executive Director



January 15, 2025

Dear John Edwards,

Thank you for your generous grant funding and supporting Des Moines Young Artists' Theatre. We are honored to be a 2024-2025 Bravo Grant recipient. Your belief in our mission helps us inspire young artists and their families through the transformative years and power of live theatre.

Your support will have a lasting impact as we continue to nurture the next generation of creative, thoughtful artists.

We are truly grateful for your generosity.

With heartfelt appreciation,

Abigail Wallace

President

Des Moines Young Artists' Theatre



January 30, 2025

City of Clive
ATTN: City Clerk
1900 NW 114th St.
Clive, IA 50325

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Capital City Fruit, Co
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Corteva Agriscience
Kevin Waetke
Sammons Financial Group

David R. Kilpatrick
Executive Director

Katy Merriman
Artistic Director

Jordan Bles
Director of Philanthropy

Dear Mayor Edwards,

Thank you so much for your continued support of arts and culture in our region. As a funding community partner of Bravo Greater Des Moines you understand the economic impact of arts and culture in our region – from employee retention, to tourism and more. The results can only be described as an investment in our communities vitality.

By supporting The Playhouse, you are a part of creating extraordinary, shared experiences through live theatre. Because of your collaboration people from all 99 counties in Iowa (and beyond!) travel to our region to experience live theatre and spend their dollars. Because of you hundreds of students in our region participate in camps and classes, or attend matinees performances of shows in our Kate Goldman Family Series. With your financial assistance inclusive programs such as the Penguin Project, provide theatrical opportunities for youth with special needs and the Final Act Ensemble, providing old time radio performances to nursing homes throughout greater Des Moines.

Included with this letter is our 2024 impact report, highlighting what your investment makes possible. Thanks so much for your ongoing commitment, and don't hesitate to be in touch!

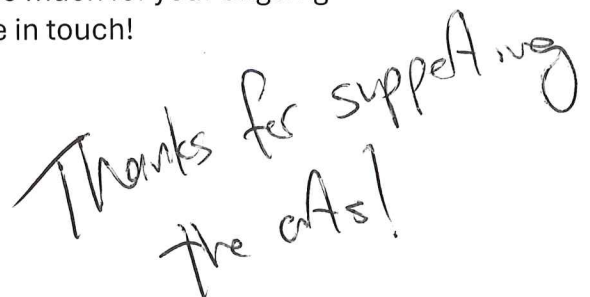
Sincerely,



Jordan Bles

Director of Philanthropy

jbles@dmplayhouse.com



The Des Moines Community Playhouse is an exempt organization as described in Section 501(c)(3) of the Internal Revenue Code; EIN 42-0710259. Please retain this letter as proof of your contribution for federal income tax purposes. This note should not be considered tax advice, for which you should rely on the services of a professional.



THE PLAYHOUSE

All backstage positions—from scenery to sound and lighting—are manned by community volunteers.

Once, 2023-24 Season

Jersey Boys, 2024-25 Season

ORDINARY PEOPLE. EXTRAORDINARY THEATRE.

2024 Community Impact Report

For more than 100 years, The Des Moines Community Playhouse has created extraordinary, shared experiences through live theatre. In 2024, we presented more than 10 shows, held classes and camps year round, and entertained and engaged more than 40,000 people of all ages from Central Iowa and beyond.

All of this is possible because of YOU. And, as we look to 2025 with an upgraded building, we are ready to do even more. Your gifts will continue to make it possible to tell stories in accessible spaces for the community, while changing the lives of individuals. Thanks for all that you do!

Final Act Ensemble, 2023-24 Season

ORDINARY PEOPLE.
EXTRAORDINARY THEATRE.

PROGRAMMING MADE POSSIBLE WITH YOUR GENEROUS SUPPORT.

Playhouse volunteers—serving in roles backstage, on stage, in front-of-house and education—helped us create extraordinary shared experiences by contributing over **41,000 hours** during 2024.

In 2024, The Playhouse entertained more than **40,300 guests** for 174 unique performances.

The 2024 Penguin Project included
25 Artists,
27 Mentors,
25 Staff Leaders.

43 Artists were turned away due to lack of space.

Actors in *Last Stop on Market Street* sign autographs after the show



Adventure Clubhouse introduced the joy of live theatre to **2,300** metro preschoolers and their adults.

All Is Calm: The Christmas Truce of 1914,
2023-24 Season

This year, 10 theatre outreach programs reached more than **3500** individuals at events in the community.

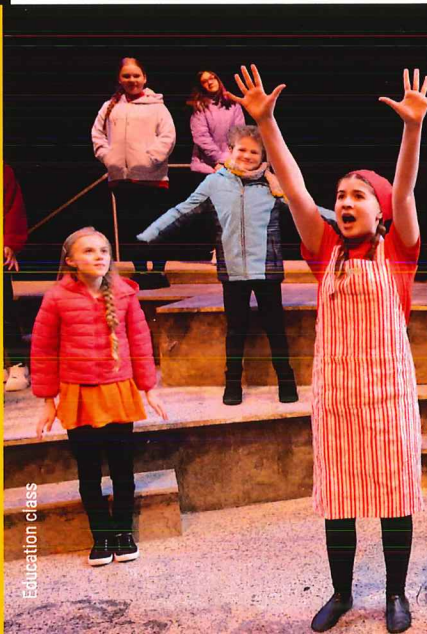


WON'T YOU HELP US GROW OUR PROGRAMMING TO BRING THE JOY OF LIVE THEATER TO MORE OF THE METRO?

THE DEMAND IS GREAT!

1162 students attended classes at The Playhouse last year. There were another

643 on waiting lists.





SPECIAL THANKS

These companies sponsored shows and programs in 2023-24:

AARP Iowa • Corteva
Agriscience • Edward
Jones • EMC Insurance
Fareway • Infomax Office
Systems • Lincoln Savings
Bank • Nationwide • Prairie
Meadows • Workspace

STAFF

David R. Kilpatrick – Executive Director
Katy Merriman – Artistic Director
Nicholas Amundson – Associate Technical Director
Lee Ann Bakros –

Marketing & Public Relations Director

Lindsey Ballard – Concessions Manager

Lynn Bjorlin – Concessions

Jordan Bles – Director of Philanthropy

Jerry Eisenhour – Final Act Ensemble Director

Mary Hofer - Finance

Gavin Houchins-McCallum – House Manager

Abi Houston – House Manager

Debbie Jacobson – Ticket Office Manager

Kathy Jacobson – Ticket Office

Angela Lampe – Associate Artistic Director

Caulinez Lovan – Concessions

Katy McCaull –

Marketing & Philanthropy Coordinator

Tess Meggison – House Manager

Cherie Moen – Ticket Office & Concessions

Derek Phelps – Volunteer & Production Coordinator

Jake Skarin – House Manager

Robin Heldt Spahr – Education Director

Sam Stephen – Technical Director of Audio Visual

Jessica Van Essen – Costume Shop Supervisor

David A. VanCleave – House Manager

Nate Weber – Education Outreach

EDUCATION STAFF

Melissa Chavas-Miller*

Nicole Chavas-Schwegler

Allison Crain

Jenna Darsee

Katie Dorrell*

Rusk Dorsett

Tali Eisenstadt

Cedric Fevrier

Anne Frett

Robin Breen Fulton*

Maren Grant

Ron Hyde

Nate Jorgensen

Allison Koch

Allison Koontz

Megan Lenstra

Greg Millar

Taylor Millar

Catie Miller

Deb Paul

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Molly Thorsen

Tanner Tillotson

Kim Van Haecke

Henry Vermeer

Anna Zimney

*Master Teacher

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831 42nd Street | Des Moines | 515.277.6261

DMPlayhouse.com



**WE ARE CHANGING LIVES,
BUT WITH YOUR HELP,
WE COULD DO SO
MUCH MORE.**

Without BRAVO, it's hard to know if we would even exist. Back in 2017, Laura and I started meeting with all sorts of people asking for advice. At the very end of each conversation, we would ask, "Is there anyone you think we should talk to?" Sally Dix at BRAVO was suggested by so many early conversations. Sally of course met with us in those early days.

What I really appreciate about BRAVO is how it's an example of so many communities working together to make the whole community better.

That first grant we tackled and received was from BRAVO, and for a long time the sign thanking BRAVO and its community partners was bigger than our own sign in our 3,000 SQ foot space in Valley West Mall. We are now 14,000 SQ feet, no longer 100% volunteer, and serving families everyday of the week. Last year we had over 69,000 come play.

While BRAVO is one of the harder grants to write, it helps organizations do better. All their questions about zip code data, diversity, yearly focuses, and more forced us to think about those things deeply early on and to get better. After participating in grant reviews this last year, my admiration for their vetting processes and stewardship of funds is even higher. It is not easy for an organization to be a resource, a gatekeeper, a nonprofit, and a grantor, yet everyone on the staff of BRAVO seamlessly works together making the arts and culture of Greater Des Moines better.

I consider myself the luckiest of lucky to get to be the Executive Director and Co-Founder of Des Moines Children's Museum. Every day I'm in the museum I get to see babies, kids' eyes light up with wonder, and adults interacting with the future leaders of Greater Des Moines and the world. The museum may have started with simply the desire of two moms, but it has become so much more. Even with the uncertain situation of Valley West Mall, I know Des Moines Children's Museum will continue. The community would not allow anything differently.

Operational grants are few and far between in the nonprofit world since most people and organizations like to fund big shiny new things. The funds from BRAVO's operational grant helps us with all the not easy to fund, but critical to operating items.

BRAVO is where I turn to when I am looking for an artist or when I want to discuss possible steps forward.

Thank you for being a partner with BRAVO.

Sincerely,

Julie Burtette
2/10/2025

Julie Burtette
Executive Director, Co-Founder
Cell 630-674-6498

