



CLIVE CITY COUNCIL
AGENDA, REGULAR MEETING
8800 Hickman Road
April 10, 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/82432695780> - or call-in at: (312) 626-6799 - Meeting ID: 824 3269 5780

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.

Presentation

1. West Des Moines Community School District Update

Consent Items

1. City Manager Memo
2. Approve 03/27/2025 City Council Minutes
3. Bill List
4. Approve Retail Alcohol Sales License Renewal Application - Down Under Bar & Grill - 8350 Hickman Road
5. Approve Retail Alcohol Sales License Renewal Application - The Mandarin Grill and Sushi Bar - 1250 NW 128th Street
6. Approve Retail Alcohol Sales License Renewal Application - St. Kilda - 12695 University Avenue
7. Approve Retail Alcohol Sales License Renewal Application - Love's Travel Stop #411 - 11820 Hickman Road
8. Approve Pay Request #1 - Caliber Concrete LLC - 2025 NW 138th Street HMA Overlay Project - \$47,222.74
9. Approve Pay Request #1 - Concrete Technologies, Inc. - Alice's Road Phase 1A Reconstruction Project - \$48,606.42
10. Approve Pay Request #1 - Des Moines Asphalt and Paving - Country Club Blvd HMA Pavement Rehabilitation Project - \$118,359.55
11. Approve Pay Request #2 - DeVries Electric - City Hall-Library Renovation Phase 1 Project - \$63,765.90

12. Approve Pay Request #3 - Dahl Air Conditioning & Heating - City Hall-Library Renovation Phase 1 Project - \$46,333.40
13. Approve Pay Request #3 - On Track Construction, LLC - Greenbelt Landing Construction Project - \$274,502.50
14. Approve Pay Request #3 - Keystone Construction - City Hall-Library Renovation Phase 1 Project - \$142,591.91
15. Approve Pay Request #3 - Elite Fire Sprinkler Systems - City Hall-Library Renovation Phase 1 Project - \$2,280
16. Approve Pay Request #5 - Air-Con Mechanical Corp. - Greenbelt Landing Construction Project - \$36,390.18
17. Approve Pay Request #5 - University Boulevard Flood Mitigation- Project Scoping Plan - Confluence, Inc. - \$52,439.75
18. Approve Pay Request #6 - Keystone Construction Services LLC - Greenbelt Landing Construction Project - \$14,796.25
19. Approve Pay Request #6 - Central Iowa Mechanical - Greenbelt Landing Construction Project - \$30,443.10
20. Approve Pay Request #7 – Iowa Earth Works - Little Walnut Creek Stream Stabilization East of Alice's Road - \$14,843.39
21. Approve Pay Request #20 - Snyder & Associates - University Boulevard Pump Station Improvements Project - \$2,998.75
22. Resolution Approving Purchase Agreement - 7865 Drake Street - \$271,000.00
23. Resolution Related to Emerald Isle Drive Public Improvements
24. Resolution Approving Professional Services Agreement with Steam Starz for Summer 2025 Programming
25. Resolution Approving Second Amendment to Second Amended Declaration of Easements, Restrictions and Covenants for Berkshire Commons Office Park
26. Resolution Approving Agreement to Complete Site Improvements for Lot 5 of Berkshire Commons Office Park Plat 1 - 2640 Berkshire Parkway
27. Resolution Approving Clive Communications Policy and Toolkit
28. Resolution Approving Professional Service Agreement with MercyOne Medical Group
29. Approve Health, Dental, and Vision Insurance for Employee Contributions and Authorize City Manager to Execute Benefits
30. Resolution Approving Wage and Salary Levels
31. Resolution Approving Part-time Fire Pay Scales
32. Approve Pay Rate - Kari Davis - Full-Time Firefighter/Paramedic - \$25.30/Hr - Effective 4/13/2025
33. Approve Pay Rate - Zachary Eblen - Public Works Operations Specialist - \$27.07/Hr - Effective 4/14/2025
34. Approve Pay Rate - Andrew Peterson - Public Works Operations Specialist - \$27.07/Hr - Effective 4/14/2025

35. Approve Pay Rate - Madison Wirth - Deputy City Clerk - \$30.72/Hr - Effective 5/27/2025

Action Items

1. Public Hearing - NW 114th Street Bridge Repair Project
 - a. Resolution Approving Plans and Specifications
 - b. Receipt of Bids
 - c. Resolution Awarding Contract
2. Public Hearing - FY 2025-26 Budget
 - a. Resolution Approving FY 2025-26 Budget
3. Proposed Utility Rate Adjustments - FY 2025-26
 - a. Resolution Approving the Equivalent Rate Unit (ERU) Methodology Policy
 - b. 1st Consideration of Proposed Ordinance No. 1159 pertaining to Water Rates
 - c. 1st Consideration of Proposed Ordinance No. 1160 pertaining to Sewer Rates
 - d. 1st Consideration of Proposed Ordinance No. 1161 pertaining to Stormwater Rates
4. 2025A General Obligation Urban Renewal Bonds
 - a. Resolution Setting Public Hearing (04/24/25, 6:00 p.m.) for the Sale of General Obligation Urban Renewal Bonds, Series 2025A and authorizing a Preliminary Official Statement in connection therewith
5. 1st Consideration of Proposed Ordinance 1162 Amending Title 1, Chapter 9D, Section 2 ("Appointment and Term")

Presentation

1. Reimagine DART Update - DART CEO Amanda Wanke

Correspondence

Reports

Adjournment



Memo

TO: Mayor and Council members

FROM: Matt McQuillen, City Manager

DATE: April 10, 2025

RE: West Des Moines Community School District Update

SYNOPSIS:

At the beginning of the April 10 meeting, representatives from the West Des Moines School District will be in attendance to provide an update on the activities of the District and the on-going collaboration conversations the City and School have been engaged in over the past few months. Superintendent Dr. Matt Adams, along with elected members of the School Board will be in attendance and attached is copy of the brief presentation they will make during the meeting.

Attachments:

1. WDMCS City of Clive Presentation April 2025



April 2025



Part I: Strategic Plan



Strategic Plan Process

Dec 2023-Mar 2024

December 2023

Focus groups and system analysis

January 2024

Draft session with planning team, followed by survey

February 2024

Strengths and needs session

Apr-Jun 2024

March-May 2024

Develop 3-year Operational Plan and Strategic Roadmap

Jul-Sep 2024

July 2024

Finalize Operational Plan and Strategic Roadmap

September 2024

Issue Strategic Roadmap Feedback form to staff, families, and community

Oct-Dec 2024

October 2024

Board workshop to make final edits to Strategic Roadmap

November 2024

Board formally approves new Strategic Plan

DISTRICT MISSION

Our Core Purpose

Educate, empower, and inspire lifelong learners.



Educate



Empower



Inspire

DISTRICT VISION

What We Intend to Create

WDMCS cultivates belonging, engagement, and mutual respect for our diverse cultures, lived experiences, and values. We strive to ensure:

- Inclusive and safe learning and work environments.
- Academic excellence.
- Robust growth opportunities and pathways for students and staff.
- Fiscal responsibility and sustainability.



CORE VALUES

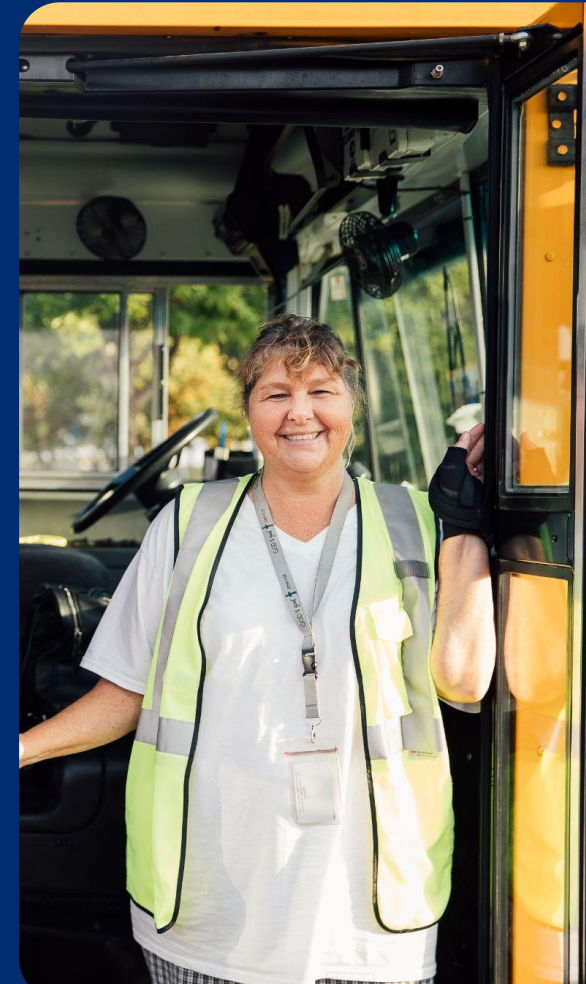
Drivers of Our Words and Actions

Equitable Access

Evidence-Based and Personalized Instruction

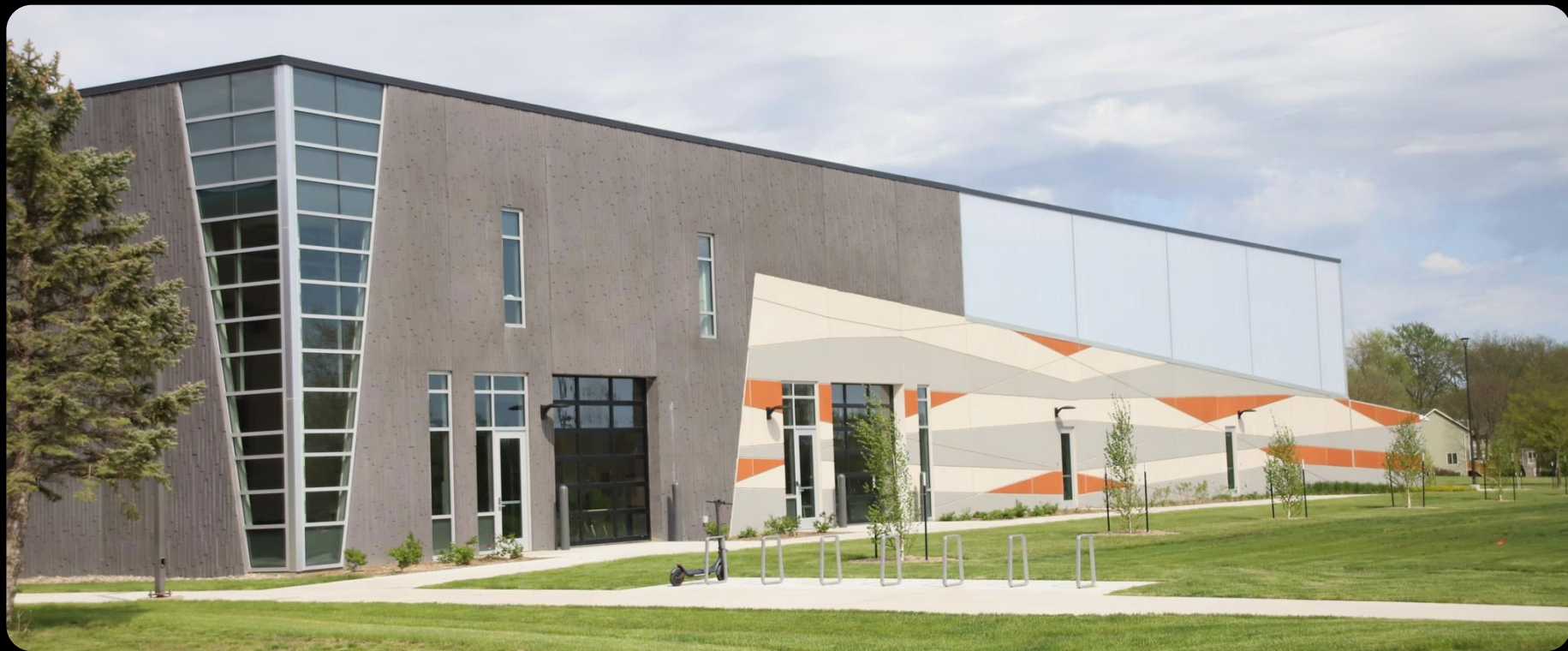
Meaningful Collaborative Relationships

Systemic Implementation and Accountability



Part II: Career and Technical Education





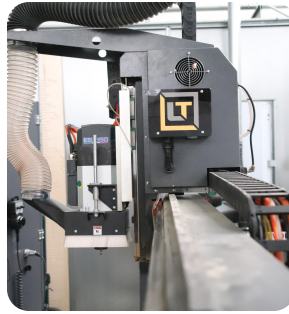
Valley Southwoods Expansion

Ribbon Cutting Oct. 2024



CTE Growth

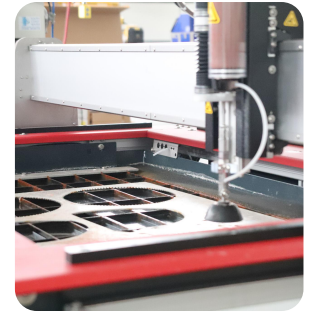
- More than 80% of 2019 high school graduates completed at least one CTE course
- In fall 2024, 58% of WDMCS students grades 9-12 were enrolled in at least one CTE course, a 15% increase from the prior year.



CARPENTRY



CULINARY



METALS



ROBOTICS

The background of the slide is a photograph of an industrial setting. It features a complex network of metal beams, pipes, and cables. A prominent red pulley or wheel is visible in the upper right quadrant, with a black cable looped around it. The lighting is somewhat dim, creating a gritty, industrial atmosphere. The overall color palette is dominated by greys, blacks, and the bright red of the pulley.

ENGINEERING TECHNOLOGY

Part III: Facilities



Art



Preschool



Playground



Cafeteria



Wrap-Around



Classroom



Part IV:
You Belong
HERE



Our Approach

- Build relationships with families
- Address barriers to attendance
- Work together with families to remove barriers



Improving Attendance

School Type	Chronic Absenteeism Rate						
	2019	2020	2021	2022	2023	2024	2025
K6	8.15%	11.85%	13.05%	14.01%	16.84%	14.09%	7.34%
JH	10.36%	10.86%	16.08%	16.64%	17.67%	16.12%	12.88%
HS	14.5%	21.25%	25.26%	27.55%	31.32%	33.34%	32.27%

Chronic Ab...	2019	2020	2021	2022	2023	2024	2025
	% of Year	% of Year	% of Year	% of Year	% of Year	% of Year	% of Year
Not Chronica...	89.53%	85.36%	82.67%	81.27%	78.32%	79.28%	83.56%
Chronically A...	10.47%	14.64%	17.33%	18.73%	21.68%	20.72%	16.44%

Key Takeaways



16.4%

As of Jan. 13, 2025, the K-12 absenteeism rate is 16.4%,
down from 20.7% for the 2023-24 school year



7.3%

As of Jan. 13, 2025, the K-6 absenteeism rate is 7.3 %,
down from 14.1 % for the 2023-24 school year

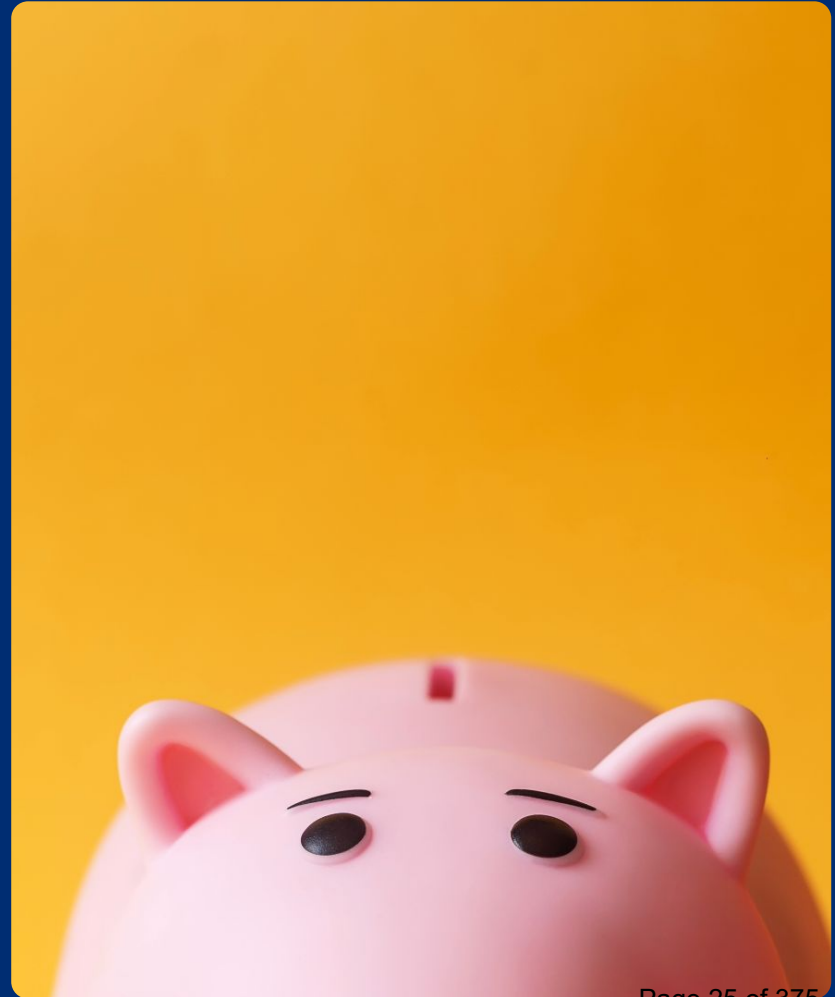
Case Study: Crestview GOATs

Turning it around

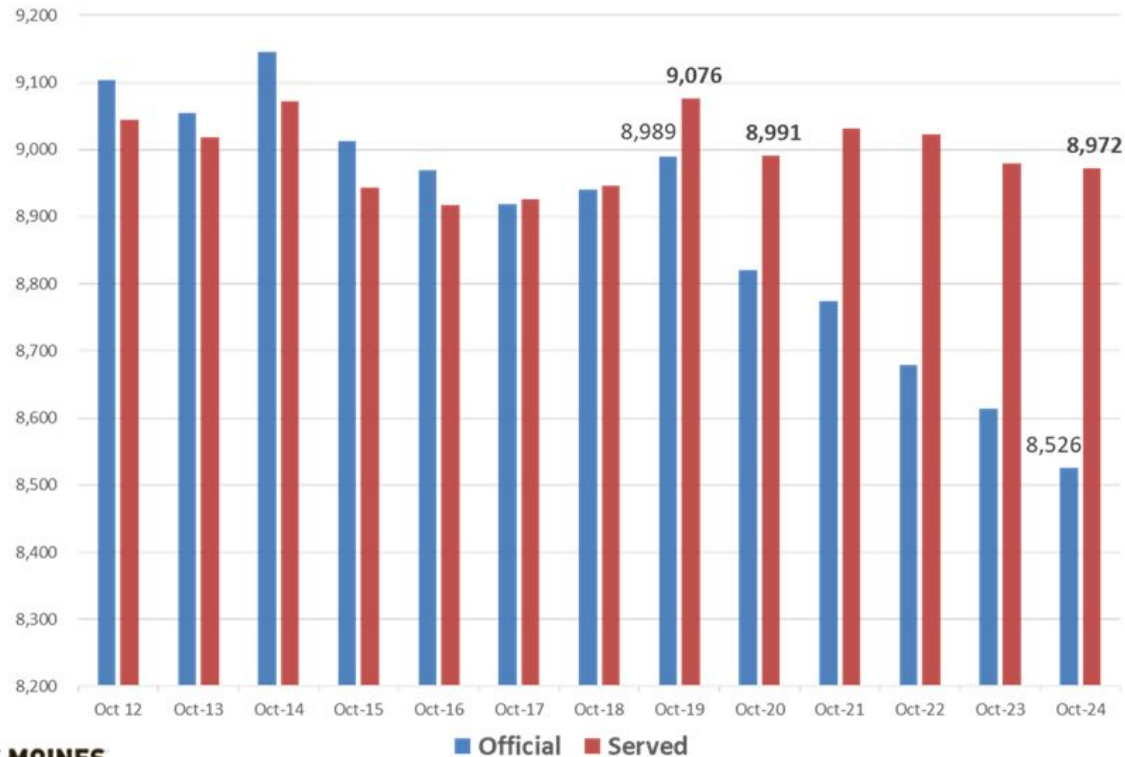
- Crestview's chronic absenteeism rate in 2022-23 was 22%, the highest rate among WDMCS elementary schools.
- Midway through the 2024-25 school year, the school's chronic absenteeism rate is around 5%. That's the lowest rate in WDMCS.



Part V:
**District
Finances**

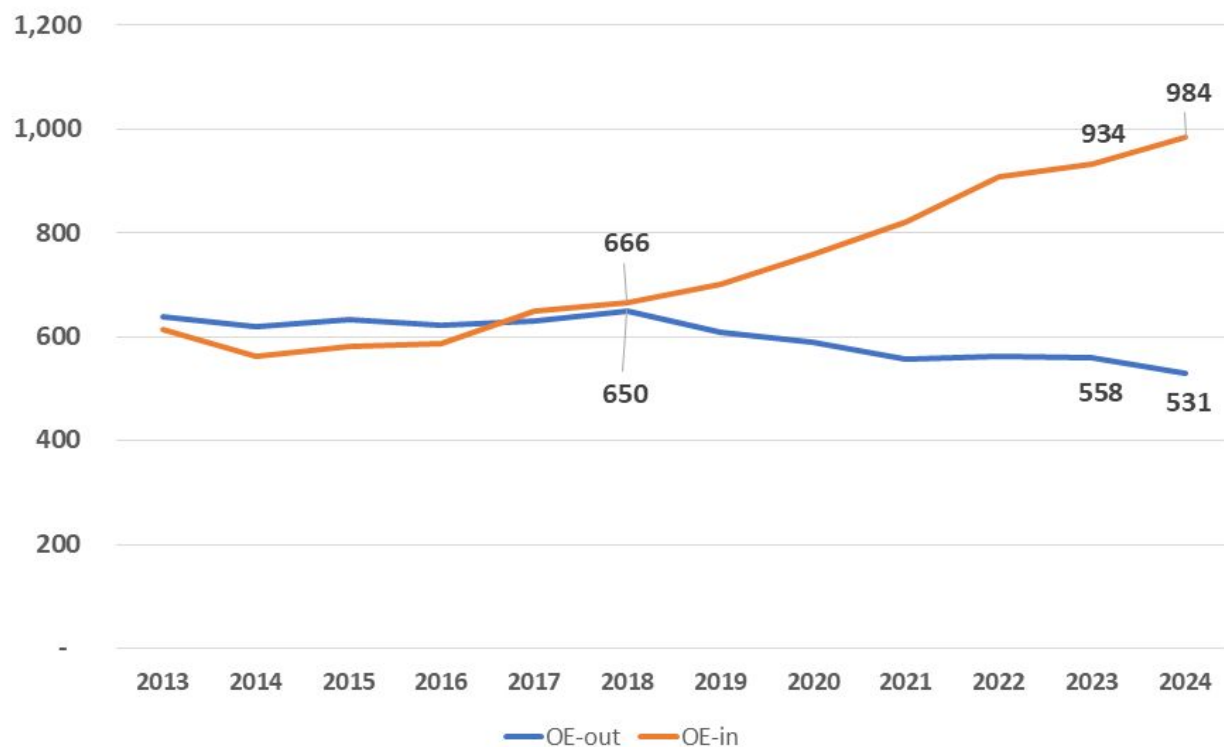


2025-26 Certified Budget

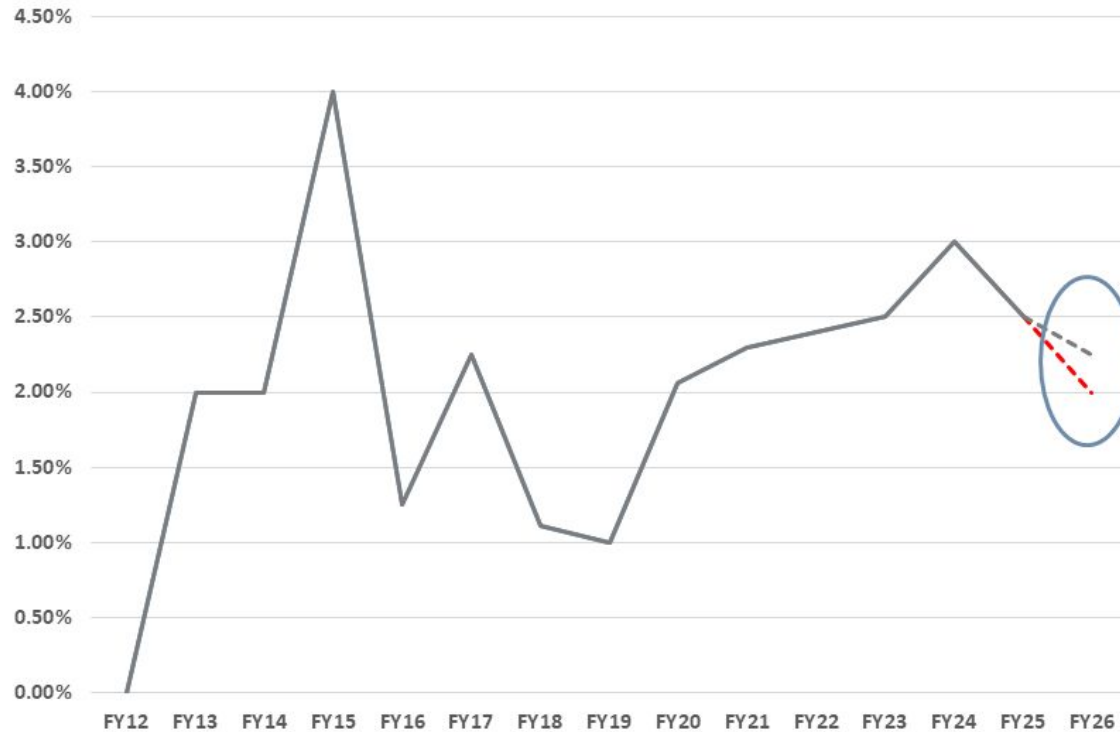


Critical element for the 2025-26 budget is the **October 2024 enrollment**

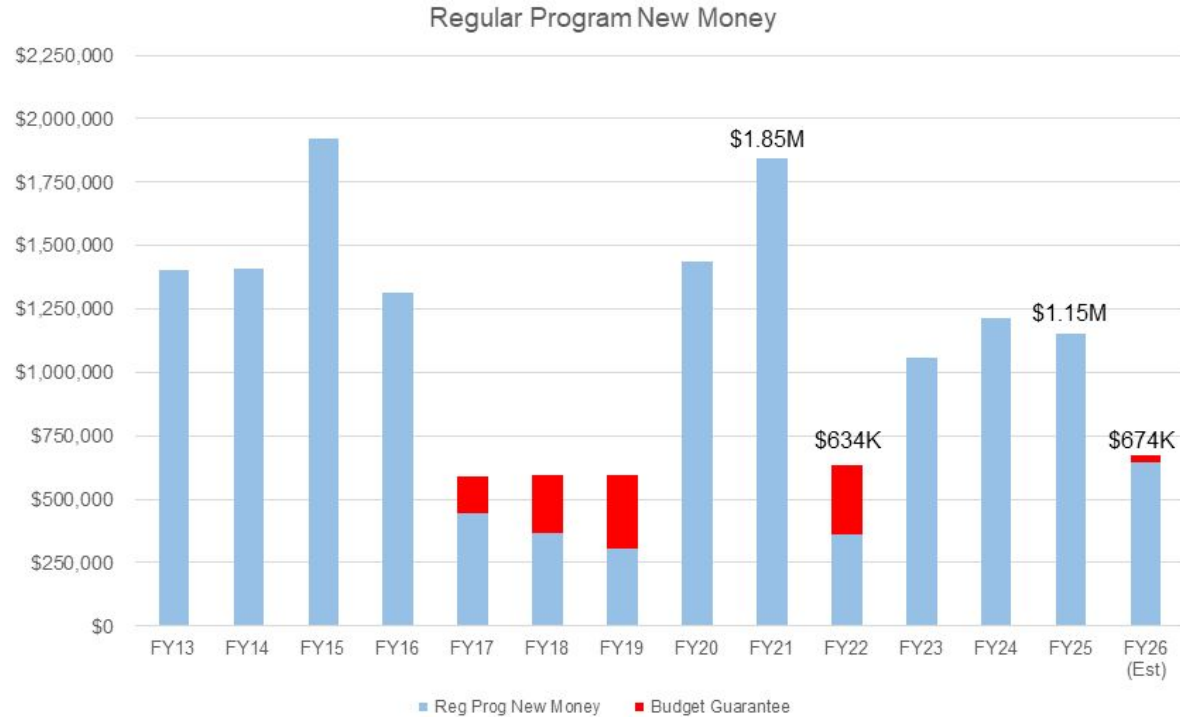
Open Enrollment In vs. Out



Historical SSA % Growth

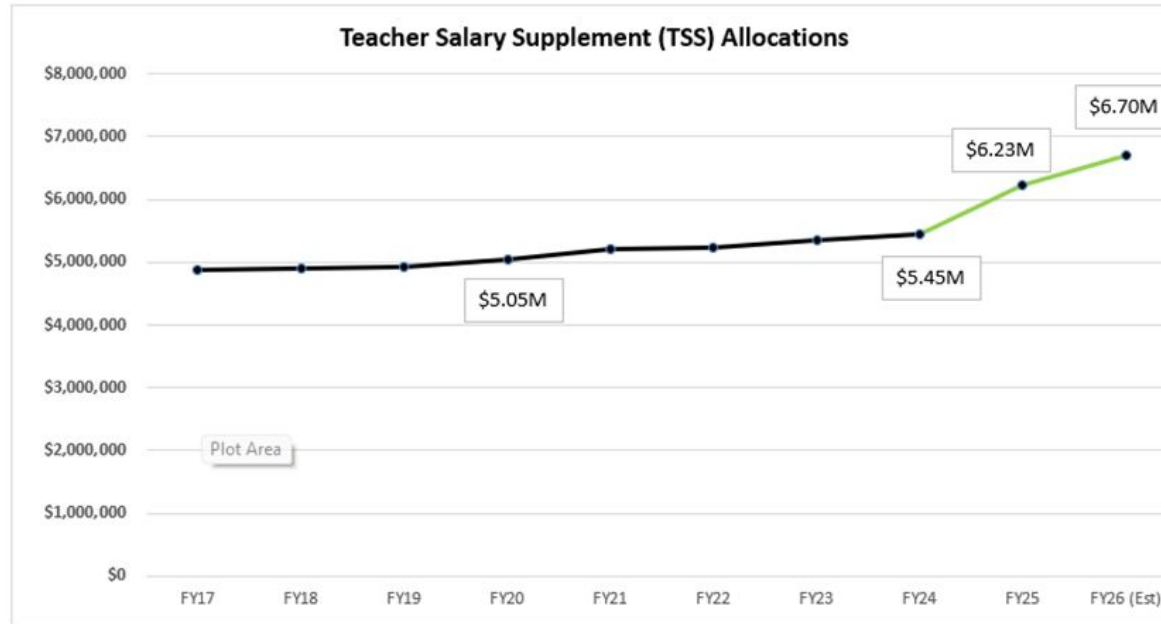


WDMCS New Money History



FY26
assumes
2.0% SSA

2025-26 Certified Budget



FY26
assumes
2.0% SSA

	FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26
% Growth	0.7%	0.5%	2.4%	3.0%	0.6%	2.1%	2.0%	14.3%	7.7%

Property Tax Rates – Metro School Districts

	2024-25 Actual	2025-26 Published
DC-G	\$18.70	\$18.16
Urbandale	\$17.94	\$17.99
Waukee	\$17.80	\$17.80
Norwalk	\$18.37	\$17.63
Ankeny	\$16.05	\$16.06
SE Polk	\$15.44	\$15.44
Johnston	\$13.88	\$14.92
Des Moines	\$14.67	\$14.67
West Des Moines	\$12.22	\$12.27

Part VI: Collaborating with Clive



Ongoing projects



**Crestview
Back to
School Bash**



**Playground
Equipment at
Linnan Park**

**WDMCS & Clive
Newsletter**

February 2025 - Febrero 2025

Crestview students compete to be the GOATs of attendance

A few years ago, Crestview School of Inquiry's chronic absenteeism reached a troubling rate. Now, Crestview students are not only going to school, they're competing to be the GOAT.

At Crestview, G.O.A.T. stands for Greatest Of All Time in Attendance. But it's more than an acronym commonly associated with all-time great athletes. It's a weekly award that recognizes the class with the highest attendance.

The award is a traveling GOAT Attendance trophy and a GOAT hat for the teacher to wear. The grand prize will be awarded this spring when the overall GOAT winner gets an end of the year party with special guests: the City of Clive's Goats.

Los estudiantes para ser los GOATs

Hace unos años, la tasa de inasistencia crónica de Crestview School of Inquiry alcanzó un nivel preocupante. Ahora, los estudiantes no solo van a la escuela, sino que están compitiendo por ser los GOATs.

En Crestview, G.O.A.T. significa el Mejor de Todos los Tiempos en Asistencia. Pero es más que un acrónimo comúnmente asociado con los mejores atletas de todos los tiempos. Es un premio semanal que reconoce al salón con la mayor asistencia.

El premio es un trofeo de Asistencia GOAT y un sombrero GOAT para el maestro. El premio se entregará este primavera al ganador general de GOAT, quien tendrá una fiesta al final del año con invitados especiales: la ciudad de Clive y sus cabras.



**WDMCS &
Clive
Newsletter**



Thank you!





Memo

TO: Mayor and Council members
FROM: Matt McQuillen, City Manager
DATE: April 10, 2025
RE: City Manager Memo

SYNOPSIS:

Attached please find the City Manager's memo for the April 10, 2025 meeting of the Clive City Council.

Attachments:

1. General Info Memo 4-10-25

MEMO

To: Mayor Edwards and Clive City Council

From: City Manager Matt McQuillen

Date: April 7, 2025

Re: General Information Memo – April 10, 2025 City Council Meeting

The April 10, 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/82432695780>

Consent Agenda – A few items to note on the consent idea. First, staff have secured an agreement with another property owner in the flood prone area to acquire their flood prone single-family residential property. The purchase is based on an appraisal of the property consistent with City policy. Second, a property owner has requested confirmation from the City that the Emerald Isle Drive Improvements being completed by a private developer is not a City special assessment project. A resolution is on the consent agenda to affirm this is not a special assessment project. The request is associated with acquiring the temporary easement for the improvements. Third, following the presentation of an updated Clive Communications Policy and Toolkit, staff is ready for formal Council adoption and implementation. Fourth, based on the anticipated budget for FY 25-26 staff is ready for Council to adopt the wage/salary levels and insurance benefit programs for City non-union staff for coming year. Finally, due to recent vacancies, staff are ready to recommend hires for fulltime Firefighter/Paramedic, Public Works Operations Specialists and Deputy City Clerk with the anticipated retirement of current Deputy City Clerk Paula Venema later this summer.

Presentation – At the beginning of the meeting our friends from the West Des Moines School District will be in attendance to provide an update on the activities at the District. Mayor Edwards will be performing a similar update to the West Des Moines School Board at their meeting on April 14th.

Public Hearing: NW 114th Street Bridge Deck Repair – A public hearing is set for the consideration of bids received for the NW 114th Street Bridge Deck Repair Project. This project includes complete deck repairs, beam repairs and replacing the pedestrian rail on the NW 114th Street Bridge over Walnut Creek. On April 1 the City received six bids for the project with Boulder Contracting, LLC being the apparent low bidder at \$154,007.66. Boulder's bid is 17% below the engineer's estimate of \$185,695.05 for this project. Staff have not had a lot of experience working with Boulder in the past but after researching the contractor it appears they have completed similar work in other Central Iowa communities. Therefore, staff would recommend an award to Boulder Contracting LLC for the NW 114th Street Bridge Deck Repair Project in the amount of \$154,007.66.

Public Hearing: FY 25/26 Budget – Following presentations, discussions and City Council direction over the past three months the City Manager is ready to present the Fiscal Year 2025-2026 Operating and Capital Budget for your consideration and approval. A public hearing for the budget is scheduled for the April 10 meeting, with consideration of a resolution approving the budget to follow. I appreciate the hard

work of the City Council and staff over these past months developing a budget that maintains the City's current property tax rate of \$9.92 while also being able to make investments to reconstruct parks and streets in Clive and continued investment in the community programming at the Harbach Center. The City Manager would recommend your approval of the FY 2025-26 Budget.

Utility Rate Adjustment Ordinances and Commercial ERU Policy - As discussed during the budget workshops in February, PFM is recommending increases in the City's utility rates to coincide with the increasing costs for the three utilities. Staff have prepared ordinances to provide for a 2% increase in water rates, 4% increase in sewer rates and an 3% increase in the stormwater rate. Based on the long-term cash flows for these utilities, the increases are necessary to keep pace with the regional partnerships the City has with Central Iowa Water Works (CIWW) for purchased water and the sewage treatment services and capital investments from the Des Moines Area Wastewater Reclamation Authority.

In addition, following feedback from the Council, staff have prepared a final draft of the Commercial ERU Methodology Policy for your consideration. Following consideration and adoption of this policy staff have incorporated a few minor changes in the stormwater rate ordinance consideration to include a section of the code to clarify that exempt property owned by governmental entities is inclusive of rights-of-way, but not other property (e.g., Iowa Lottery office, etc.). In conjunction with this clarification, Des Moines Waterworks and Des Moines Wastewater Reclamation Authority properties were moved from that subsection and listed independently, as they will remain exempt.

Staff would recommend approval of ERU Methodology Policy and 1st reading of the utility rate ordinances.

2025A Bond Sale Date – Staff would like to set the sale date of April 24 for the 2025A GO Bond Issue with consideration of those bids during a public hearing at the April 24 meeting at 6:00 PM. With approval of this action the City Council will also approve the Preliminary Official Statement to be shared with potential investors and bidders on the bond sale. On March 24, PFM and staff held the bond rating call with S&P to review and hopefully confirm the City's Aaa bond rating status.

Ordinance Amendment: City Manager Contract Terms – Following Council action and direction from the March 27th meeting, staff have prepared an ordinance amendment to remove the specification of the length of the fixed term for the City Manager position in Clive City Code. The new ordinance amendment included in the packet allows the specific term length to be dealt with by way of the City Manager's employment agreement, while ensuring compliance with Iowa Code § 362.2(15), which requires city "officers" to be appointed for a "fixed term." The City Clerk would again recommend waiving the rules for three separate considerations of the ordinance and move to full adoption of the ordinance amendment.

DART Presentation/Discussion – At the end of the meeting on April 10th, representatives and consultants from DART will be in attendance to provide an update on the Reimagine DART initiative and walk through the ridership and coverage concepts being considered as a part of the redesign of the DART public transit system. DART CEO Amanda Wanke and the consultant team from Jarret Walker & Associates (who will be attending virtually) will walk through the concepts and field City Council questions and feedback on this milestone in the project.

Tentative Upcoming Agenda Items

April 24

- Presentation – Bravo Greater Des Moines Annual Update, Executive Director Sally Dix



- Presentation – Annual Flood Update, including flood emergency operations and mitigation activities
- Public Hearing – Douglas & Berkshire Parkways Traffic Signalization Project
- Action – 2nd reading, Utility Rate Ordinances
- Action – Linnan Park Playground Contract

May 1 (Rescheduled up one week due to DC Trip)

- Public Hearing – Linnan Park Reconstruction Project, consideration of bids and award contracts
- Action – 3rd reading, Utility Rate Ordinances and resolution approving solid waste/recycling rates
- Action – City Council Candidate Interviews and Appointment of Councilmember to fill vacancy



Memo

TO: Mayor and Council members

FROM: Matthew Graham, City Clerk

DATE: April 10, 2025

RE: Approve 03/27/2025 City Council Minutes

SYNOPSIS:

Attachments:

1. cc Minutes 03_27_2025

**CLIVE CITY COUNCIL MEETING MINUTES
REGULAR MEETING
MARCH 27, 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, Eric Klein. Absent: Srikant Mikkilineni, Susan Judkins. Public access was provided in-person at City Hall, 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, Eric Klein. Nays: None. Abstained: None. Motion carried.

Proclamation

1. 2025 National Public Safety Telecommunicators Week

Presentation

1. Westcom Annual Update - Chief Mentola
2. Catch Des Moines Annual Update - CEO Greg Edwards

Consent Items

Eric Klein moved approval, seconded by Michael McCoy. Roll Call: Ayes: Ted Weaver, Michael McCoy, Eric Klein. Nays: None. Abstained: None. Motion carried. City Manager Memo; 2. City Manager Monthly Report - February 2025; 3. Assistant City Manager/Tech Services Monthly Report - February 2025; 4. Administrative Services - February 2025 Report; 5. Community Development Monthly Report - February 2025; 6. Fire Department Report - February 2025; 7. Leisure Services Monthly Report - February 2025; 8. Police Department Report - February 2025; 9. Public Works Monthly Report - February 2025; 10. Treasurer's Report - February 2025; 11. 03/13/2025 City Council Minutes; 12. Bill List; 13. Approve Pay Request #2 - Calhoun Burns & Associates - 2025 Bridge Repair Maintenance Program - \$6,713.25; 14. Approve Pay Request #3 - DCI Group - City Hall/Library Remodel Phase 1 - \$22,671.11; 15. Approve Pay Request #12 - Snyder & Associates - Alice's Road Reconstruction - Design - \$158,087.00; 16. Approve Purchase - Lean-To Building - Cleary Building Corp. - \$50,632.00; 17. **Resolution 2025-090** Approving Professional Services Agreement with Atlantic Bottling - Concessions Beverage Vendor for Clive Aquatic Center and Campbell Park; 18. **Resolution 2025-091** Authorizing Agreement with I-80 Concrete for Sidewalk Repairs in Connection with the 2025 Sidewalk Repair Program; 19. **Resolution 2025-092** Setting Public Hearing (4/24/2025, 6:00 pm) - Douglas Parkway and Berkshire Parkway Traffic Signalization Project; 20. **Resolution 2025-093** Approving Artist Contracts - Loaning of Art Pieces - 2025 Art Along the Trail; 21. **Resolution 2025-094** Approving Amended 28E Agreement - Suburban Emergency Response Team (SERT); 22. Accept Decision & Order for Smoke Alarm & Carbon Monoxide Detector Policy; 23. **Resolution 2025-095** Accepting 1st Amendment to Sanitary Sewer Easement for Hickory Hills Lake Plat 1, Lot 31 - 12051 Lincoln Avenue; 24. **Resolution 2025-096** Accepting 1st Amendment to Overland Flowage and Private Storm Sewer Easement for Shadow Creek West, Lot 39 - 18234 Alderleaf Drive; 25. **Resolution 2025-097** Accepting 1st Amendment to Storm Sewer Easement for Angel Park Plat 7, Lot 26 - 16678 Winston Drive; 26. **Resolution 2025-098** Accepting 1st Amendment to Water Main Easement for Walnut Creek Hills of Clive Plat 2, Lot 107 - 16636 Tanglewood Drive; 27. **Resolution 2025-099** Accepting 1st Amendment to Storm Water Detention Easement for Angel Park Plat 7, Lot 26 - 16678 Winston Drive; 28. **Resolution 2025-100** Approving Amended Job Descriptions For Various Full-Time Positions.

Action Items

1. **Public Hearing – 2025A proposal to enter into an Essential Purpose Loan Agreement - \$4,700,000.00.** Director of Administrative Services Elizabeth Hansen presented the matter to the Council and recommended closing the public hearing. Eric Klein moved to close the public hearing, seconded by Ted Weaver. Roll Call: Ayes: Ted Weaver, Michael McCoy, Eric Klein. Nays: None. Abstained: None. Motion carried.
2. **Public Hearing – 2025A proposal to enter into a General Obligation Urban Renewal Loan Agreement - \$950,000.00.** Director of Administrative Services Elizabeth Hansen presented the matter to the Council and recommended closing the public hearing. Eric Klein moved to close the public hearing, seconded by Ted Weaver. Roll Call: Ayes: Ted Weaver, Michael McCoy, Eric Klein. Nays: None. Abstained: None. Motion carried.
 - a. **Resolution 2025-101 taking additional action on proposals to enter into Loan Agreements and combining Loan Agreements.** Eric Klein moved approval, seconded by Ted Weaver. Roll Call: Ayes: Ted Weaver, Michael McCoy, Eric Klein. Nays: None. Abstained: None. Motion carried.
3. **Resolution 2025-102 Setting Public Hearing (04/10/2025, 6:00 p.m.) for FY 2025-26 Budget.** Director of Administrative Services Elizabeth Hansen presented the matter to the Council and recommended approval. Michael McCoy moved approval, seconded by Eric Klein. Roll Call: Ayes: Ted Weaver, Michael McCoy, Eric Klein. Nays: None. Abstained: None. Motion carried.
4. **Resolution 2025-103 Approving Collective Bargaining Agreement - Clive Professional Firefighters Local Union 5055 - July 1, 2025 to June 30, 2027.** City Manager Matt McQuillen presented the matter to the Council and recommended approval. Eric Klein moved approval, seconded by Ted Weaver. Roll Call: Ayes: Ted Weaver, Michael McCoy, Eric Klein. Nays: None. Abstained: None. Motion carried.
5. **1st Consideration of Proposed Ordinance 1158 Amending the 2024 Code of Ordinances of the City of Clive, Iowa, by Amending Title 1, Chapter 9D, Section 2 (“Appointment and Term”) to extend the City Manager’s maximum appointment term from two years to three years.** Tabled at the 03/13/2025 City Council Meeting for 03/27/2025 Consideration. Michael McCoy moved to take this previously tabled item up for consideration, seconded by Ted Weaver. Roll Call: Ayes: Ted Weaver, Michael McCoy, Eric Klein. Nays: None. Abstained: None. Motion carried. City Clerk Matthew Graham presented the matter to the Council making no specific recommendation. Council Member McCoy recommended letting this item die and proposed staff prepare a new ordinance that would strike the specific length of the City Manager's Employment Contract from the City Code with the intent that the fixed term of the City Manager's Contract be addressed directly in the Contract. Michael McCoy moved approval, motion died for lack of a second.

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 7:14 p.m.

Matthew D. Graham, City Clerk

John D. Edwards, Mayor



Memo

TO: Mayor and Council members
FROM: Matthew Graham, City Clerk
DATE: April 10, 2025
RE: Bill List

SYNOPSIS:

Attachments:

1. 20250407114742709

Date Paid	Vendor Name	Description	Amount Paid
04/07/2025	A.M. LEONARD INC	TRAFFIC CONES	551.88
04/07/2025	ACCO	FILTER MEDIA - POOL	4,448.00
04/07/2025	ACCO	6" GASKET	40.60
04/07/2025	ACHESON AUTO WORKS	DEDUCTIBLE-REPAIR #225	1,000.00
04/07/2025	ACME TOOLS	MISC SUPPLIES	129.00
04/04/2025	AFLAC	CURRENT PAY WITHHOLDING AFLAC PRE TAX Pay Period: 3/29/2025	91.32
04/07/2025	AIA CORPORATION	UNIFORM ALLOWANCE - HADENFELDT	156.83
04/07/2025	AIA CORPORATION	UNIFORM ALLOWANCE - TERRY WILKINSON - JOBSHIRT	79.43
04/07/2025	AIA CORPORATION	UNIFORM ALLOWANCE - STEVE SIPE	79.43
04/07/2025	AIA CORPORATION	UNIFORM ALLOWANCE - NATHAN SCHILTZ - PANTS	172.25
04/07/2025	ALBERT RHEA	ART ALONG THE TRAIL STIPEND	1,000.00
04/07/2025	ALL FORMS & SUPPLIES LTD	PRINTING-NOTORIAL SEAL	50.50
04/07/2025	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	93.98
04/07/2025	AMAZON CAPITAL SERVICES	MINOR EQUIPMENT	55.95
04/07/2025	AMAZON CAPITAL SERVICES	HAND SANITIZER CARTRIDGES	113.16
04/07/2025	AMAZON CAPITAL SERVICES	DISASTER RECOVERY PLAN BINDERS	35.08
04/07/2025	AMAZON CAPITAL SERVICES	MINI MIC FOR RECORDING	89.00
04/07/2025	AMAZON CAPITAL SERVICES	VBALL NET RATCHETS	67.98
04/07/2025	AMAZON CAPITAL SERVICES	SHOWER TOWEL RETURN	30.39-
04/07/2025	AMAZON CAPITAL SERVICES	CLEANING SUPPLIES	78.99
04/07/2025	AMAZON CAPITAL SERVICES	BINDERS FOR ALL HAZARDS PLANS	35.08
04/07/2025	AMAZON CAPITAL SERVICES	SHOWER TOWELS	30.39
04/07/2025	AMAZON CAPITAL SERVICES	CHAINSAW COVER AND 5 CHAINS	146.62
04/07/2025	AMAZON CAPITAL SERVICES	UNIFORM ALLOWANCE - ANNIS BOOTS	164.16
04/07/2025	AMAZON CAPITAL SERVICES	CHAIN GRINDER REPLACEMENT	55.00
04/07/2025	AMAZON CAPITAL SERVICES	CHAIN GRINDER REPLACEMENT	55.00
04/07/2025	AMAZON CAPITAL SERVICES	CHAIN GRINDER REPLACEMENT	55.00
04/07/2025	AMAZON CAPITAL SERVICES	CHAIN GRINDER REPLACEMENT	54.99
04/07/2025	AMAZON CAPITAL SERVICES	MISC SUPPLIES	49.87
04/07/2025	AMAZON CAPITAL SERVICES	CLOTHING SHORTS	781.59
04/07/2025	AMAZON CAPITAL SERVICES	PARTS	42.26
04/07/2025	AMAZON CAPITAL SERVICES	LAPTOP HOLDERS	99.75
04/07/2025	AMAZON CAPITAL SERVICES	SUPPLIES	107.30
04/07/2025	AMAZON CAPITAL SERVICES	SUPPLIES	74.07
04/07/2025	AMAZON CAPITAL SERVICES	UNIFORM ALLOWANCE - OSBORN	171.34
04/07/2025	AMAZON CAPITAL SERVICES	PERIPHERALS	58.87
04/07/2025	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	65.27
04/04/2025	AMERITAS LIFE INSURANCE GRP- VISION	CURRENT PAY WITHHOLDING VISION INSURANCE Pay Period: 3/29/2025	530.48
04/07/2025	ANDREW JOHN PUDAS	ART ALONG THE TRAIL STIPEND	1,000.00
04/07/2025	ANNA MODELAND	ART ALONG THE TRAIL STIPEND	1,000.00
04/07/2025	ARNOLD MOTOR SUPPLY	CREDIT	53.10-
04/07/2025	ARNOLD MOTOR SUPPLY	PARTS	53.10
04/07/2025	ARNOLD MOTOR SUPPLY	PARTS	25.89
04/07/2025	AUREON COMMUNICATIONS	CANCELLATION LINE	5.50
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	207.64
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	34.20
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	51.49
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS-ADULT-HARBACH	16.52
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	178.79
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	29.09
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	33.06
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	30.29
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	38.75
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	120.98
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	341.69
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	50.71
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	16.52
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	156.63

Date Paid	Vendor Name	Description	Amount Paid
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	44.64
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	229.78
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	17.10
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	67.23
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	35.67
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	129.12
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	33.63
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	168.79
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	64.70
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	19.20
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	166.80
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS-ADULT-HARBACH	17.10
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	96.30
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS ADULT-HARBACH	82.07
04/07/2025	BAKER & TAYLOR BOOKS	BOOKS- ADULT	87.21
04/07/2025	BAKER GROUP	PW REMODEL	28,919.00
04/07/2025	BAKER GROUP	CARD READER REPAIR	754.40
04/07/2025	BANNER FIRE EQUIPMENT INC	E320 HANDLE AND REAR LATCH	378.25
04/07/2025	BAX SALES INC	SHOP SUPPLIES	29.40
04/07/2025	BAX SALES INC	PARTS	8.60
04/07/2025	BAX SALES INC	SHOP SUPPLIES	39.32
04/07/2025	BEELINE & BLUE	COM DEV WIDE FORMAT SCANNER/PRINTER	66.28
04/07/2025	BEFORE AND AFTER THE BIRTH LLC	MISC CONTRACT WORK-CHILDREN	210.00
04/07/2025	BOUND TREE MEDICAL LLC	EMS MEDICAL SUPPLIES	207.16
04/07/2025	BOUND TREE MEDICAL LLC	IV SOLUTION	59.90
04/07/2025	BOUND TREE MEDICAL LLC	EMS MEDICAL SUPPLIES	42.79
04/07/2025	BOUND TREE MEDICAL LLC	EMS MEDICAL SUPPLIES	351.64
04/07/2025	BOUND TREE MEDICAL LLC	EMS MEDICAL SUPPLIES	34.20
04/07/2025	BRENTON SMITH	REFUND DEPOSIT	16.35
04/07/2025	BULLZEYE INC	CONTRACT CUSTODIAL SERVICE	2,445.75
04/07/2025	BULLZEYE INC	CONTRACT CUSTODIAL SERVICE	659.17
04/07/2025	BULLZEYE INC	CONTRACT CUSTODIAL SERVICE	1,441.08
04/07/2025	BULLZEYE INC	CONTRACT CUSTODIAL SERVICE	9,911.00
03/28/2025	CALHOUN-BURNS & ASSOCIATES INC	2025 BRIDGE MAINT PAY REQ 2	6,713.25
04/07/2025	CAPITAL CITY EQUIPMENT CO	EQUIPMENT MAINT	99.38
04/07/2025	CAPITAL CITY EQUIPMENT CO	EQUIPMENT REPAIR	34.88
04/07/2025	CENGAGE LEARNING INC / GALE	ADULT LIBRARY BOOKS	286.56
04/07/2025	CENGAGE LEARNING INC / GALE	ADULT LIBRARY BOOKS-HARBACH	76.02
04/07/2025	CENGAGE LEARNING INC / GALE	ADULT LIBRARY BOOKS	70.17
04/07/2025	CENGAGE LEARNING INC / GALE	ADULT LIBRARY BOOKS-HARBACH	23.39
04/07/2025	CENGAGE LEARNING INC / GALE	ADULT BOOKS	170.25
04/07/2025	CENGAGE LEARNING INC / GALE	ADULT BOOKS	50.68
04/07/2025	CENGAGE LEARNING INC / GALE	ADULT LIBRARY BOOKS-HARBACH	141.01
04/07/2025	CENTRAL IOWA READY MIX	CONCRETE FOR WATER MAIN BREAK	1,200.00
04/07/2025	CENTRAL IOWA READY MIX	CONCRETE FOR WATER MAIN BREAK	1,086.50
04/07/2025	CEU AUTHORITY	BACKFLOW RECERTIFICATION	375.00
04/07/2025	CEU AUTHORITY	CERTIFICATION BACKFLOW TEST KIT	125.00
04/07/2025	CHRISTIAN PRINTERS INC	CLIVE CONNECTED SPRING/SUMMER BROCHURE PRINTING/MAILING 2025	13,328.00
04/07/2025	CINTAS CORPORATION #22M	PARKS LAUNDRY & UNIFORM SERVICE	386.52
04/07/2025	CINTAS CORPORATION #22M	PARKS LAUNDRY & UNIFORM SERVICE	386.52
04/07/2025	CITY OF WEST DES MOINES	PAY TO OTHER AGENCIES-FIELD OPS LICENSES	255.32
04/07/2025	CITY OF WEST DES MOINES	ANNUAL SERT CONTRIBUTION	900.00
04/07/2025	CLINT HANSEN	CH WINDOW CONCEPT STIPEND	500.00
04/04/2025	CLIVE COMMUNITY SERVICES	CURRENT PAY WITHHOLDING CLIVE COMM SERVICES Pay Period: 3/29/202	37.20
04/04/2025	COLLECTION SERVICES CENTER	CURRENT PAY WITHHOLDING CHILD SUPPORT Pay Period: 3/29/2025	1,775.96
04/07/2025	CONTINENTAL FIRE SPRINKLER CO	PW REMODEL	1,224.00
04/07/2025	CONTINENTAL FIRE SPRINKLER CO	PW REMODEL	4,284.00
04/07/2025	CORE & MAIN LP	MUD PLUGS	224.00

Date Paid	Vendor Name	Description	Amount Paid
04/07/2025	CORE & MAIN LP	3/4" METER FITTINGS	524.16
04/07/2025	CORE & MAIN LP	STRAINER BASKET CLEANOUT GASKET	1.04
04/07/2025	CUSTOM AWARDS & EMBROIDERY	MINOR EQUIPMENT	36.00
04/07/2025	DCI GROUP	GREENBELT LANDING CONSTRUCTION	40,034.59
03/28/2025	DCI GROUP	CH/LIB REMODEL PAY REQ 3	22,671.11
04/07/2025	DELL MARKETING LP	PC REPLACEMENTS	1,512.26
04/07/2025	DELL MARKETING LP	SHIPPING CREDIT	78.99-
04/07/2025	DEMCO INC	OFFICE SUPPLIES	54.41
04/07/2025	DEMCO INC	OFFICE SUPPLIES	73.53
04/07/2025	DEMCO INC	OFFICE SUPPLIES	38.22
04/07/2025	DENISE FORNEY	MISC CONTRACT WORK-CHILDREN	150.00
04/07/2025	DES MOINES WATER WORKS	WATER PURCHASE MARCH 2025	184,240.18
04/07/2025	DH PACE COMPANY	GARAGE DOOR MAINT	1,179.20
04/07/2025	DOROTHY KILSTROM	REFUND DEPOSIT	12.79
04/07/2025	DTN LLC	TELEVENT	628.99
04/07/2025	DTN LLC	TELEVENT	628.99
03/31/2025	EBS	Medical / Dental Ins -Mar	14,949.10
03/31/2025	EBS	Medical / Dental Ins -Mar	32,021.47
03/31/2025	EBS	Medical / Dental Ins -Mar	6,784.80
03/31/2025	EBS	Medical / Dental Ins -Mar	16,219.78
03/31/2025	EBS	Medical / Dental Ins -Mar	6,468.76
03/31/2025	EBS	Medical / Dental Ins -Mar	5,140.95
03/31/2025	EBS	Flex Admin - Mar	32.20
03/31/2025	EBS	Flex Admin - Mar	13.80
03/31/2025	EBS	Flex Admin - Mar	4.60
03/31/2025	EBS	Flex Admin - Mar	13.80
03/31/2025	EBS	Flex Admin - Mar	4.60
03/31/2025	EBS	Flex Admin - Mar	9.20
03/31/2025	EBS	Flex Admin - Mar	4.60
03/31/2025	EBS	Flex Admin - Mar	13.80
03/31/2025	EBS	Flex Admin - Mar	4.60
03/31/2025	EBS	Flex Admin - Mar	9.20
03/31/2025	EBS	Flex Admin - Mar	41.40
03/31/2025	EBS	Flex Admin - Mar	9.20
03/31/2025	EBS	Flex Admin - Mar	18.40
03/31/2025	EBS	Flex Admin - Mar	4.60
03/31/2025	EBS	Flex Admin - Mar	4.60
03/31/2025	EBS	Life, LTD, AD&D Ins - Mar	53.45
03/31/2025	EBS	Life, LTD, AD&D Ins - Mar	19.00
03/31/2025	EBS	Life, LTD, AD&D Ins - Mar	135.89
03/31/2025	EBS	Life, LTD, AD&D Ins - Mar	146.78
03/31/2025	EBS	Life, LTD, AD&D Ins - Mar	121.63
03/31/2025	EBS	Life, LTD, AD&D Ins - Mar	148.45
03/31/2025	EBS	Life, LTD, AD&D Ins - Mar	111.72
03/31/2025	EBS	Life, LTD, AD&D Ins - Mar	170.16
03/31/2025	EBS	Life, LTD, AD&D Ins - Mar	34.31
03/31/2025	EBS	Life, LTD, AD&D Ins - Mar	171.37
03/31/2025	EBS	Life, LTD, AD&D Ins - Mar	57.66
03/31/2025	EBS	Life, LTD, AD&D Ins - Mar	258.57
03/31/2025	EBS	Life, LTD, AD&D Ins - Mar	192.92
03/31/2025	EBS	Life, LTD, AD&D Ins - Mar	251.66
03/31/2025	EBS	Life, LTD, AD&D Ins - Mar	189.30
03/31/2025	EBS	Life, LTD, AD&D Ins - Mar	333.48
03/31/2025	EBS	Life, LTD, AD&D Ins - Mar	117.72
03/31/2025	EBS	Life, LTD, AD&D Ins - Mar	32.04
03/31/2025	EBS	Vision Ins - Mar	37.12
03/31/2025	EBS	Vision Ins - Mar	55.68
03/31/2025	EBS	Life, LTD, AD&D Ins - Mar	317.30

Date Paid	Vendor Name	Description	Amount Paid
03/31/2025	EBS	Life, LTD, AD&D Ins - Mar	458.99
03/31/2025	EBS	Life, LTD, AD&D Ins - Mar	195.77
03/31/2025	EBS	Life, LTD, AD&D Ins - Mar	465.11
03/31/2025	EBS	Vision Ins - Mar	18.56
03/31/2025	EBS	Vision Ins - Mar	64.96
03/31/2025	EBS	Vision Ins - Mar	18.56
03/31/2025	EBS	Vision Ins - Mar	148.64
03/31/2025	EBS	Vision Ins - Mar	27.84
03/31/2025	EBS	Vision Ins - Mar	46.40
03/31/2025	EBS	Vision Ins - Mar	30.93
03/31/2025	EBS	Vision Ins - Mar	9.28
03/31/2025	EBS	Vision Ins - Mar	27.84
03/31/2025	EBS	Vision Ins - Mar	37.12
03/31/2025	EBS	Vision Ins - Mar	9.28
03/31/2025	EBS	Vision Ins - Mar	27.84
03/31/2025	EBS	Vision Ins - Mar	50.11
03/31/2025	EBS	Vision Ins - Mar	135.49
03/31/2025	EBS	Vision Ins - Mar	46.40
03/31/2025	EBS	Vision Ins - Mar	55.68
03/31/2025	EBS	Vision Ins - Mar	49.49
03/31/2025	EBS	Vision Ins - Mar	95.89
03/31/2025	EBS	Medical / Dental Ins -Mar	4,723.29
03/31/2025	EBS	Medical / Dental Ins -Mar	5,913.21
03/31/2025	EBS	Medical / Dental Ins -Mar	5,921.80
03/31/2025	EBS	Medical / Dental Ins -Mar	2,673.56
03/31/2025	EBS	Vision Ins - Mar	111.36
03/31/2025	EBS	Vision Ins - Mar	346.96
03/31/2025	EBS	Medical / Dental Ins -Mar	1,574.43
03/31/2025	EBS	Medical / Dental Ins -Mar	2,468.14
03/31/2025	EBS	Medical / Dental Ins -Mar	1,380.56
03/31/2025	EBS	Medical / Dental Ins -Mar	9,713.15
03/31/2025	EBS	Medical / Dental Ins -Mar	1,601.10
03/31/2025	EBS	Medical / Dental Ins -Mar	16,293.19
03/31/2025	EBS	Medical / Dental Ins -Mar	6,227.94
03/31/2025	EBS	Medical / Dental Ins -Mar	12,543.32
03/31/2025	EBS	Medical / Dental Ins -Mar	4,090.83
03/31/2025	EBS	Medical / Dental Ins -Mar	663.03
03/31/2025	EBS	Medical / Dental Ins -Mar	3,735.44
03/31/2025	EBS	Medical / Dental Ins -Mar	3,722.15
04/04/2025	EBS	MEDICAL WITHHOLDING DENTAL INSURANCE - DELTA (EBS) Pay Period: 3/2	2,167.62
04/04/2025	EBS	MEDICAL WITHHOLDING MED W 750 FAMILY EXEMPT Pay Period: 3/29/2025	7,600.18
04/04/2025	EBS	MEDICAL WITHHOLDING MED W 750 EMPE + 1 EXEMPT Pay Period: 3/29/20	1,840.71
04/04/2025	EBS	MEDICAL WITHHOLDING MED W 750 SINGLE EXEMPT Pay Period: 3/29/2025	704.94
04/04/2025	EBS	MEDICAL WITHHOLDING MED - HDHP FAMILY Pay Period: 3/29/2025	1,191.96
04/04/2025	EBS	MEDICAL WITHHOLDING MED-HDHP EMPL +1 Pay Period: 3/29/2025	362.52
04/04/2025	EBS	MEDICAL WITHHOLDING MED HDHP SINGLE Pay Period: 3/29/2025	555.84
04/04/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY FEDERAL WITHHOLDING TAX Pay Peri	45,862.90
04/04/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY SOCIAL SECURITY Pay Period: 3/29/20	29,403.68
04/04/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY SOCIAL SECURITY Pay Period: 3/29/20	29,403.68
04/04/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY MEDICARE Pay Period: 3/29/2025	6,908.93
04/04/2025	EFTPS	FWT/FICA/MEDICARE CURRENT PAY MEDICARE Pay Period: 3/29/2025	6,908.93
04/07/2025	ELISABETH STEVENS	ART ALONG TRAIL STIPEND	1,000.00
04/07/2025	EMS MANAGEMENT & CONSULTANTS INC	FEB EMS BILLING FEE	1,497.12
04/07/2025	FASTENAL COMPANY	FILTER INTERNAL FLANGES	141.37
04/07/2025	FASTSIGNS	VEHICLE LOGOS	1,000.00
04/07/2025	FERGUSON ENTERPRISES INC	PW REMODEL	39.98
04/07/2025	FERGUSON ENTERPRISES INC	BUILDING MAINT	40.42
04/07/2025	FILTER SHOP INC, THE	RTU # 10 FILTER REPLACEMENTS	110.80

Date Paid	Vendor Name	Description	Amount Paid
04/07/2025	FREEDOM FIRST AID & SAFETY LLC	SAFETY EQUIPMENT	15.93
04/07/2025	FREEDOM FIRST AID & SAFETY LLC	SAFETY EQUIPMENT	15.94
04/07/2025	FREEDOM FIRST AID & SAFETY LLC	SAFETY EQUIPMENT	15.94
04/07/2025	FREEDOM FIRST AID & SAFETY LLC	SAFETY EQUIPMENT	15.94
04/07/2025	FURRY FRIENDS REFUGE	PAY TO OTHER AGENCIES - ANIMAL CONTROL	1,660.00
04/07/2025	GALLS LLC	NEW OFFICER UNIFORM - J. JORGENSEN	82.36
04/07/2025	GALLS LLC	NEW OFFICER UNIFORM - J. JORGENSEN	67.80
04/07/2025	GALLS LLC	NEW OFFICER UNIFORM - J. JORGENSEN	21.68
04/07/2025	GOLDEN VALLEY HARDSCAPES LLC	PLAYGROUND MULCH	2,065.50
04/07/2025	GOLDEN VALLEY SUPPLY CO.	PW REMODEL	333.13
04/07/2025	GOLDEN VALLEY SUPPLY CO.	PW REMODEL	184.63
04/07/2025	GOLDEN VALLEY SUPPLY CO.	PW REMODEL	492.34
04/07/2025	GOPHER	PICKLEBALL NET	54.95
04/07/2025	GRAINGER	TETHER FLOAT WIRE LEADS	123.98
04/07/2025	GRIMES ASPHALT & PAVING	STREET MAINT SUPPLIES	3,695.20
04/07/2025	HI TOUCH BUSINESS SERVICES	OFFICE SUPPLIES-PAPER	16.79
04/07/2025	HI TOUCH BUSINESS SERVICES	OFFICE SUPPLIES- PAPER	40.50
04/07/2025	HI TOUCH BUSINESS SERVICES	OFFICE SUPPLIES	210.91
04/07/2025	HI TOUCH BUSINESS SERVICES	OFFICE SUPPLIES-FLOOD BOOKS	24.69
04/07/2025	IAN ROJAS	REFUND DEPOSIT	3.09
04/04/2025	ICMA	LOAN REPAYMENT LOAN REPAYMENT Pay Period: 3/29/2025	781.79
04/04/2025	ICMA RETIREMENT CORP.#457	CURRENT PAY WITHHOLDING ICMA CITY OUT DEF COMP - Pay Period: 3/29/	6,543.13
04/04/2025	ICMA RETIREMENT CORP.#457	CURRENT PAY WITHHOLDING ICMA -DEF COMP Pay Period: 3/29/2025	11,590.20
04/04/2025	ICMA RETIREMENT CORP.#457	CURRENT PAY WITHHOLDING ICMA ROTH DEF COMP Pay Period: 3/29/2025	10,835.56
04/07/2025	IMAGE SOLUTIONS	LOGOED APPAREL ADMIN	191.00
04/07/2025	IMAGE SOLUTIONS	LOGOED APPAREL HR	110.00
04/07/2025	IMAGE SOLUTIONS	LOGOED APPAREL CMO	130.00
04/07/2025	IMAGE SOLUTIONS	LOGOED APPAREL FD	75.00
04/07/2025	IMAGE SOLUTIONS	LOGOED APPAREL PD	68.00
04/07/2025	IMAGE SOLUTIONS	LOGOED APPAREL PW	74.00
04/07/2025	IMSA MIDWESTERN SECTION	TRAFFIC SIGNAL TECH LEVEL 2 SEMINAR AND EXAM	800.00
04/07/2025	IMSA MIDWESTERN SECTION	IMSA RENEWAL & SEMINAR/EXAMS	1,600.00
04/07/2025	INFOMAX OFFICE SYSTEMS INC	COPIER MAINT	1,240.92
04/07/2025	INGRAM LIBRARY SERVICES	BOOKS-HARBACH-YOUNG ADULT	22.99
04/07/2025	INGRAM LIBRARY SERVICES	BOOKS-YOUNG ADULT	33.91
04/07/2025	INGRAM LIBRARY SERVICES	BOOKS-HARBACH-CHILDREN	22.71
04/07/2025	INGRAM LIBRARY SERVICES	BOOKS-CHILDREN	149.22
04/07/2025	INGRAM LIBRARY SERVICES	BOOKS-CHILDREN	102.56
04/07/2025	INGRAM LIBRARY SERVICES	BOOKS-YOUNG ADULT	36.42
04/07/2025	INTERSTATE ALL BATTERY CENTER	CANARY PARK CROSSWALK BATTERY REPLACEMENT	307.20
04/07/2025	INTERSTATE POWER SYSTEMS INC	GENERATOR MAINT	31.70
04/07/2025	INTERSTATE POWER SYSTEMS INC	GENERATOR MAINT	53.80
04/07/2025	INTERSTATE POWER SYSTEMS INC	GENERATOR MAINT	14.50
04/07/2025	IOWA COMMUNITIES ASSURANCE POOL	CYBER INSURANCE	6,522.00
04/04/2025	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS-ELECTED OFFICIALS Pay Perio	209.90
04/04/2025	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS-REGULAR MEMBERS Pay Perio	19,497.39
04/04/2025	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS-REGULAR MEMBERS Pay Perio	29,261.51
04/04/2025	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS RETIREMENT -FIRE Pay Period:	4,454.43
04/04/2025	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS RETIREMENT -FIRE Pay Period:	6,678.05
04/04/2025	IPERS	CURRENT PAY IPERS WITHHOLDING IPERS-ELECTED OFFICIALS Pay Perio	139.86
04/07/2025	JOHNSTONE SUPPLY	FILTERS	41.55
04/07/2025	JONATHAN MAY	FSS MAGIC SHOW	250.00
04/07/2025	JUSTIN & BOOMER WITTRICK	REFUND DEPOSIT	16.63
04/07/2025	KATHERINE CHANDLER	REFUND DEPOSIT	95.25
04/07/2025	KING DELIVERY SERVICE INC	DELIVERY CHARGES	11.80
04/07/2025	KRISTIN GARNANT	ART ALONG THE TRAIL STIPEND	1,000.00
04/07/2025	LOGAN CONTRACTORS SUPPLY	CREDIT	417.20-
04/07/2025	LOGAN CONTRACTORS SUPPLY	SHOP TOOLS	196.69

Date Paid	Vendor Name	Description	Amount Paid
04/07/2025	LOGAN CONTRACTORS SUPPLY	#774 VEHICLE REPAIR	366.75
04/07/2025	LYNN & WILLIAM HEGGEN	REFUND DEPOSIT	33.37
04/07/2025	MACQUEEN EQUIPMENT	SWEEPER BROOMS	1,233.05
04/07/2025	MAIL SERVICES	CLIVE/WDMCS MAILER	1,237.91
04/07/2025	MAIL SERVICES	REMINDER NOTICES	47.74
04/07/2025	MAIL SERVICES	POSTAGE	204.59
04/07/2025	MARTIN MARIETTA MATERIALS	SAND	1,001.65
04/07/2025	MATT MOYER	ART ALONG THE TRAIL	1,000.00
04/07/2025	MAVENCURX I, LLC	REFUND OVERPAYMENT	18.31
04/07/2025	MEMPHIS NET & TWINE	SOCCER NETS	335.30
04/07/2025	MEMPHIS NET & TWINE	SOCCER NETS	963.10
04/07/2025	MENARDS	PREMIX FUEL	27.88
04/07/2025	MENARDS	SHOP SUPPLIES	89.49
04/07/2025	MENARDS	SUPPLIES	3.29
04/07/2025	MENARDS	LAZY RIVER CIRC PUMP DRAIN PARTS	33.76
04/07/2025	MENARDS	STREET MAINT SUPPLIES	3.98
04/07/2025	MENARDS	PLAYGROUND REPAIR	113.79
04/07/2025	MENARDS	TREE FLAGGING	72.65
04/07/2025	MENARDS	PLUMBING - FILTER AND PUMP WIRING	23.50
04/07/2025	MENARDS	LAZY RIVER PUMP WIRING	58.08
04/07/2025	MENARDS	SHOP SUPPLIES	11.98
04/07/2025	MENARDS	PW REMODEL	14.98
04/07/2025	MENARDS	PW REMODEL	12.46
04/07/2025	MENARDS	PW REMODEL	6.34
04/07/2025	MENARDS	MISC SUPPLIES	23.95
04/07/2025	MENARDS	PICNIC TABLE ANCHOR	19.55
04/07/2025	MENARDS	PW REMODEL	32.61
04/07/2025	MENARDS	PW REMODEL	40.26
04/07/2025	MENARDS	DRINKING FOUNTAIN INSTALLATION	4.99
04/07/2025	MENARDS	PW REMODEL	14.18
04/07/2025	MENARDS	HOSE CLAMPS	11.99
04/07/2025	MENARDS	EQUIPMENT REPAIR	11.99
04/07/2025	MENARDS	PW REMODEL	212.61
04/07/2025	MENARDS	MARKING FLAGS	60.92
04/07/2025	MENARDS	PW REMODEL	39.52
04/07/2025	MENARDS	LEISURE POOL SLIDE SUPPLIES	50.74
04/07/2025	MENARDS	SEED	35.99
04/07/2025	MENARDS	HANDICAP LIFT SUPPLIES	76.66
04/07/2025	MENARDS	PAINT SUPPLIES	37.97
04/07/2025	MENARDS	SHOP SUPPLIES	29.32
04/07/2025	MENARDS	FACILITY REPAIRS	14.58
04/07/2025	MENARDS	UV SYSTEM ALCOHOL CLEANER	14.99
04/07/2025	MENARDS	FLOOR MAINT SUPPLIES	58.43
04/07/2025	MERCYONE CORP OFFICE BUSINESS SOL	AUDIOGRAMS	2,369.00
04/07/2025	MIDAMERICAN ENERGY DAV	CITY HALL ELECTRIC & GAS SERVICE	2,709.31
04/07/2025	MIDAMERICAN ENERGY DAV	PW BUILDING	2,097.02
04/07/2025	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE PARKS	78.61
04/07/2025	MIDAMERICAN ENERGY DAV	TRAFFIC LIGHTS	60.89
04/07/2025	MIDAMERICAN ENERGY DAV	STREET LIGHTS	58.04
04/07/2025	MIDAMERICAN ENERGY DAV	TRAFFIC LIGHTS	92.37
04/07/2025	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE PARKS	337.95
04/07/2025	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE	1,966.71
04/07/2025	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE	3,337.82
04/07/2025	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE	899.60
04/07/2025	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE PARKS	12.28
04/07/2025	MIDAMERICAN ENERGY DAV	TRAFFIC LIGHTS	60.06
04/07/2025	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE PARKS	309.71
04/07/2025	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE PARKS	10.00

Date Paid	Vendor Name	Description	Amount Paid
04/07/2025	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE PARKS	84.75
04/07/2025	MIDAMERICAN ENERGY DAV	WATER FACILITIES	16.08
04/07/2025	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE PARKS	10.00
04/07/2025	MIDAMERICAN ENERGY DAV	HARBACH ELECTRIC & GAS SERVICE	1,605.09
04/07/2025	MIDAMERICAN ENERGY DAV	ELEC/GAS SERVICE PARKS	10.00
03/31/2025	MIDWEST GROUP BENEFITS-	FLEX FUNDS	368.27
04/07/2025	MIDWEST TAPE, LLC	EBOOK HOOPLA FLEX	256.14
04/07/2025	MIDWEST TAPE, LLC	CREDIT EBOOK HOOPLA FLEX	170.76-
04/07/2025	MIDWEST TAPE, LLC	CHILDREN BOOK-FLEX	885.32
04/07/2025	MIDWEST TAPE, LLC	CHILDREN BOOK-FLEX	885.33
04/07/2025	MIDWEST TAPE, LLC	EBOOK	65.00
04/07/2025	MOWTIVATED LAWNCARE	NUISANCE ABATEMENT	65.00
04/07/2025	MUFID VEJZOVIC	REFUND DEPOSIT	50.00
04/04/2025	MUNICIPAL FIRE & POLICE	CURRENT PAY WITHHOLDING MUNICIPAL FIRE & POLICE RETIRE Pay Perio	21,331.97
04/04/2025	MUNICIPAL FIRE & POLICE	CURRENT PAY WITHHOLDING MUNICIPAL FIRE & POLICE RETIRE Pay Perio	8,990.29
04/07/2025	MUNICIPAL SUPPLY INC	LARGE METERS AND GASKETS	6,079.60
04/07/2025	NAPA DISTRIBUTION CENTER	EQUIPMENT MAINT	24.01
04/07/2025	NAPA DISTRIBUTION CENTER	EQUIPMENT MAINT	53.94
04/07/2025	NETWORKS	NETWORK SWITCH	1,633.85
04/07/2025	NETWORKS	HOSTED EMAIL	1,422.15
04/07/2025	NETWORKS	SOFTWARE SUBSCR	162.00
04/07/2025	OTTO'S GROTTTO	K9 SHIRTS	1,289.00
04/07/2025	OTTO'S GROTTTO	K9 STICKERS	50.00
03/31/2025	PAYMENTECH - CHASE BANK	Mar CC Fees	1,778.72
03/31/2025	PAYMENTECH - CHASE BANK	Mar CC Fees	1,422.97
03/31/2025	PAYMENTECH - CHASE BANK	Mar CC Fees	355.74
03/31/2025	PAYMENTECH - CHASE BANK	Mar CC Fees	30.45
03/31/2025	PAYMENTECH - CHASE BANK	Mar CC Fees	17.32
03/31/2025	PAYMENTECH - CHASE BANK	Mar CC Fees	593.17
03/31/2025	PAYMENTECH - CHASE BANK	Mar CC Fees	593.17
03/31/2025	PAYMENTECH - CHASE BANK	Mar CC Fees	424.61
03/31/2025	PAYMENTECH - CHASE BANK	Mar CC Fees	19.10
03/31/2025	PAYMENTECH - CHASE BANK	Mar CC Fees	12.35
04/07/2025	PAYPAL INC VPS	DATA PROCESSING-ECOMMERCE	54.10
04/07/2025	PLUMB SUPPLY	TOILET REPAIRS	34.58
04/07/2025	POLICE LEGAL SCIENCES	DEPARTMENT TRAINING	5,220.00
04/07/2025	POLK COUNTY GENERAL SERVICES	REFUND RENTAL FEES	48.75
04/07/2025	PRODIGY CARE SERVICES	411 RX	758.16
03/31/2025	PROFESSIONAL SOLUTIONS	CC FEES- CLOVER	191.84
04/07/2025	PROJECT 7 DESIGN, INC	CITY HALL REMODEL GLASS CONCEPT	1,000.00
04/07/2025	QUADIENT INC	POSTAGE METER	189.00
04/07/2025	QUICK SUPPLY CO	ROW RESTORATION	230.50
04/07/2025	QUICK SUPPLY CO	ROW RESTORATION	230.50
04/07/2025	QUICK SUPPLY CO	ROW RESTORATION	230.50
04/07/2025	QUICK SUPPLY CO	ROW RESTORATION	230.50
04/07/2025	RALLY APPRAISAL LLC	APPRAISAL SERVICES	2,500.00
04/07/2025	RANGEMASTERS	MINOR EQUIPMENT - SERT	374.97
04/07/2025	RANGEMASTERS	UNIFORM ALLOW - C. OWEN	56.99
04/07/2025	RANGEMASTERS	UNIFORM ALLOWANCE - BOYLE	270.73
04/07/2025	RANGEMASTERS	UNIFORM ALLOW - S. THAYER	26.00
04/04/2025	RELIANCE STANDARD LIFE INSURANCE	VOL LIFE INSURANCE Pay Period: 3/29/2025	1,159.64
04/07/2025	RINGCENTRAL INC	HOSTED VOICE	2,692.61
04/07/2025	ROCKFORD RIGGING, INC	PIPE LIFTING STRAPS	138.59
04/07/2025	ROCKFORD RIGGING, INC	PIPE LIFTING STRAPS	138.59
04/07/2025	SCOTT IRISH	REFUND DEPOSIT	4.75
04/07/2025	SMITHGROUP, INC	GREENBELT LANDING DESIGN WORK	41,646.80
04/07/2025	SMITHGROUP, INC	LINNAN PARK DESIGN WORK	47,859.50
03/28/2025	SNYDER & ASSOCIATES	ALICE RD RECON PAY REQ 12	158,087.00

Date Paid	Vendor Name	Description	Amount Paid
04/07/2025	SNYDER & ASSOCIATES	PROFESSIONAL FEES	7,982.75
04/07/2025	SPRAYER SPECIALTIES INC	HYDROSEEDER	49.83
04/07/2025	STEPHANIE GIBSON	REFUND DEPOSIT	83.37
04/07/2025	STONY CREEK LANDSCAPES INC	ART ALONG THE TRAIL STIPEND	1,000.00
04/07/2025	STRYKER SALES CORP	REPLACEMENT BATTERY FOR LIFEPAK AED	207.79
04/07/2025	SUNGHEE MIN	ART ALONG THE TRAIL STIPEND	1,000.00
04/07/2025	SUPERIOR PEST CONTROL	PEST CONTROL	250.00
04/07/2025	SUPERIOR PEST CONTROL	PEST CONTROL	47.85
04/07/2025	SUPERIOR PEST CONTROL	PEST CONTROL	177.54
04/07/2025	SUPERIOR PEST CONTROL	PEST CONTROL	104.61
04/07/2025	SUPERIOR PEST CONTROL	PEST CONTROL	331.00
04/04/2025	TREAS - STATE OF IA WH TAX	STATE WITHHOLDING STATE WITHHOLDING TAX Pay Period: 3/29/2025	22,094.00
03/31/2025	TREASURER STATE OF IOWA	WATER EXCISE TAX	19,716.69
03/31/2025	TREASURER STATE OF IOWA	UTILITY SALES TAX	8,344.19
03/31/2025	TREASURER STATE OF IOWA	AQUATICS SALES TAX	791.71
03/31/2025	TREASURER STATE OF IOWA	REC SALES TAX	2,769.20
04/07/2025	TRIPLETT OFFICE SOLUTIONS	PW REMODEL - CHAIRS	8,470.00
04/04/2025	UNITED WAY	CURRENT PAY WITHHOLDING UNITED WAY Pay Period: 3/29/2025	40.46
04/07/2025	VAN METER INC	STREET LIGHT DOORS	278.00
04/07/2025	VERIZON	CELL DATA SERVICE	162.31
04/07/2025	VERIZON	CELL DATA SERVICE	54.11
04/07/2025	VERIZON	CELL DATA SERVICE	172.45
04/07/2025	VERIZON	DATA PROCESSING-HOTSPOTS	80.02
04/07/2025	VERIZON	DCU CELL	125.08
04/07/2025	VESTIS	UNIFORMS	19.04
04/07/2025	VESTIS	UNIFORMS	50.76
04/07/2025	VESTIS	UNIFORMS	50.76
04/07/2025	VESTIS	UNIFORMS	90.95
04/07/2025	VESTIS	UNIFORMS	45.94
04/07/2025	VESTIS	UNIFORMS	122.52
04/07/2025	VESTIS	UNIFORMS	122.52
04/07/2025	VESTIS	UNIFORMS	219.52
04/07/2025	WALSH DOOR & HARDWARE	PW REMODEL	608.00
04/07/2025	WDM COMMUNITY EDUCATION	GYM RENTAL-VOLLEYBALL 2ND SEASON	3,118.50
04/07/2025	WDM COMMUNITY EDUCATION	GYM RENTAL FEES-YOUTH BASKETBALL 2ND SEASON	2,071.90
04/07/2025	WDM COMMUNITY EDUCATION	GYM RENTAL FEES 3-ON-3 TOURNAMENT	1,390.00
03/31/2025	XPRESS BILL PAY	Tran Fees- UB	1,721.56
03/31/2025	XPRESS BILL PAY	Tran Fees- UB	1,377.25
03/31/2025	XPRESS BILL PAY	Tran Fees- UB	344.31
03/31/2025	XPRESS BILL PAY	Tran Fees- PD	34.04
03/31/2025	XPRESS BILL PAY	Tran Fees- Rec	80.66
03/31/2025	XPRESS BILL PAY	Tran Fees- Pool	79.92
03/31/2025	XPRESS BILL PAY	Tran Fees- CD	65.86
03/31/2025	XPRESS BILL PAY	Tran Fees- PW	.74
03/31/2025	XPRESS BILL PAY	Tran Fees- Admin	35.66
04/07/2025	XTREME TREE	TREE REMOVAL	1,840.00
04/07/2025	XTREME TREE	TREE REMOVAL	640.00
04/07/2025	ZIMCO SUPPLY CO	SEED	325.00
04/07/2025	ZIMCO SUPPLY CO	WALNUT HILLS DETENTION PROJECT MATTING	105.00
Grand Totals:			1,190,407.33

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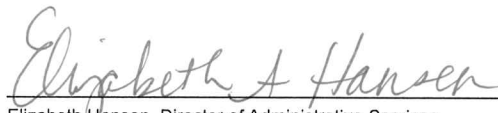
The following expenditures have been reviewed and authorized as being justified and properly due and made in accordance to city guidelines.
This listing has been prepared by Finance Department staff and is being submitted to the City Council for approval.

Bill List Claims \$ 1,190,407.33
(3/25/2025 - 4/07/2025)

Payroll
(4/04/2025) 316,725.58

Total \$ 1,507,132.91

Of the total payrolls, \$914.37 are expense reimbursements.

 Date: 4/7/2025
Elizabeth Hansen, Director of Administrative Services

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: April 10, 2025

RE: Approve Retail Alcohol Sales License Renewal Application - Down Under Bar & Grill - 8350 Hickman Road

SYNOPSIS:

Staff recommends approval.

Attachments:

1. Down Under Bar & Grill 04_25_2025



Memo

TO: Mayor and Council members

FROM: Matthew Graham, City Clerk

DATE: April 10, 2025

RE: Approve Retail Alcohol Sales License Renewal Application - The Mandarin Grill and Sushi Bar - 1250 NW 128th Street

SYNOPSIS:

Staff recommends approval.

Attachments:

1. The Mandarin Grill and Sushi Bar 04_26_2025



Memo

TO: Mayor and Council members

FROM: Matthew Graham, City Clerk

DATE: April 10, 2025

RE: Approve Retail Alcohol Sales License Renewal Application - St. Kilda -
12695 University Avenue

SYNOPSIS:

Staff recommends approval.

Attachments:

1. St Kilda 03_23_2025



Memo

TO: Mayor and Council members

FROM: Matthew Graham, City Clerk

DATE: April 10, 2025

RE: Approve Retail Alcohol Sales License Renewal Application - Love's
Travel Stop #411 - 11820 Hickman Road

SYNOPSIS:

Staff recommends approval.

Attachments:

1. Love's Travel Stop #411 06_01_2025



Memo

TO: Mayor and Council members

FROM: Jonathan Cygan, Civil Engineer

DATE: April 10, 2025

RE: Approve Pay Request #1 - Caliber Concrete LLC - 2025 NW 138th Street HMA Overlay Project - \$47,222.74

SYNOPSIS:

Staff is recommending approval of a Pay Request to Caliber Concrete LLC. for work performed on the above referenced project.

Pay Estimate #1 - \$47,222.74

A breakdown of the contract status is as follows:

Contract Amount Included Incentives	-	\$770,789.72
Paid to Date	-	<u>\$47,222.74</u>
Contract Remaining	-	\$723,566.98

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

Attachments:

1. Pay App #1



City of Clive

Payment Invoice

NW 138TH STREET HMA OVERLAY

Description	Full depth patching and HMA overlay of NW 138th St. and Lake Point.
Payment Number	1
Pay Period	03/10/2025 to 03/29/2025
Approval Date	04/10/2025
Prime Contractor	Caliber Concrete, LLC 1617 280th ST Adair, IA 50002
Payment Status	Pending
Awarded Project Amount	\$770,789.72
Authorized Amount	\$770,789.72

Line Number	Item	Unit	Current Paid Quantity	Unit Price	Amount
Section: 1 Description					
0020	25-001	EACH	1.000	\$3,500.000	\$3,500.00
STORM SEWER INTAKE, SW-501					
0030	25-002	EACH	1.000	\$3,500.000	\$3,500.00
STORM SEWER INTAKE, SW-503					
0060	25-005	EACH	2.000	\$500.000	\$1,000.00
REMOVE INTAKE					
0070	2512-1725306	LF	190.600	\$65.120	\$12,411.87
CURB AND GUTTER, P.C. CONCRETE, 3.0 FT.					
0170	25-015	SY	104.000	\$108.570	\$11,291.28
FULL DEPTH PATCHES					
0200	25-017	LS	0.500	\$10,000.000	\$5,000.00
Project Total:					\$49,708.15

Line Number	Item	Unit	Current Paid Quantity	Unit Price	Amount
TEMPORARY TRAFFIC CONTROL					
0230	25-020	LS	0.500	\$1,000.000	\$500.00
PRIMARY SLURRY CONTROL					
0240	25-021	Each	7.000	\$215.000	\$1,505.00
SECONDARY SLURRY CONTROL CONTROL - GRATE INTAKE SEDIMENT FILTER BAG					
0250	25-022	LS	0.500	\$3,000.000	\$1,500.00
CONSTRUCTION SURVEY					
0260	25-023	LS	0.250	\$38,000.000	\$9,500.00
MOBILIZATION					
					Section Total: \$49,708.15
					Project Total: \$49,708.15

Summary

Current Approved Work:	\$49,708.15	Approved Work To Date:	\$49,708.15
Current Stockpile Advancement:	\$0.00	Stockpile Advancement To Date:	\$0.00
Current Stockpile Recovery:	\$0.00	Stockpile Recovery To Date:	\$0.00
Current Retainage:	\$2,485.41	Retainage To Date:	\$2,485.41
Current Retainage Released:	\$0.00	Retainage Released To Date:	\$0.00
Current Liquidated Damages:	\$0.00	Liquidated Damages To Date:	\$0.00
Current Adjustment:	\$0.00	Adjustments To Date:	\$0.00
Current Payment:	\$47,222.74	Payments To Date:	\$47,222.74
Previous Payment:	\$0.00	Previous Payments To Date:	\$0.00

Mayor, City of Clive	Date
Project Engineer, Jonathan Cygan	Date
Field Engineer, Kaleb Randel	Date
Contractor, Caliber Concrete, LLC	Date



Memo

TO: Mayor and Council members

FROM: Jim Hagelie, Engineering Services Administrator

DATE: April 10, 2025

RE: Approve Pay Request #1 - Concrete Technologies, Inc. - Alice's Road Phase 1A Reconstruction Project - \$48,606.42

SYNOPSIS:

Staff is recommending approval of a Pay Request to Concrete Technologies, Inc. for work performed on the above referenced project.

Pay Estimate #1 - \$48,606.42

A breakdown of the contract status is as follows:

Contract Amount	-	\$4,294,120.31
Paid to Date	-	<u>\$ 48,606.42</u>
Contract Remaining	-	\$4,245,513.89

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



City of Clive

Payment Invoice

Alice's road Improvements, Phase 1A

Description	Alice's Road Reconstruction Between Horizon Dr. to Dellwood Dr.
Payment Number	1
Pay Period	03/17/2025 to 03/29/2025
Approval Date	04/10/2025
Prime Contractor	CTI-01 1001 SE 37th St. Grimes, IA 50111
Payment Status	Pending
Awarded Project Amount	\$4,294,120.31
Authorized Amount	\$4,294,120.31

Line Number	Item	Unit	Current Paid Quantity	Unit Price	Amount
Section: 1 Description					
0010	25-001	LS	0.500	\$24,745.000	\$12,372.50
Clearing and Grubbing					
0880	25-088	LS	0.330	\$19,500.000	\$6,435.00
TEMPORARY TRAFFIC CONTROL					
0890	25-089	CDAY	14.000	\$70.700	\$989.80
Portable Dynamic Message Sign					
0990	25-099	LS	1.000	\$1,615.000	\$1,615.00
SWIPP, Preparation					
1000	25-100	LS	0.330	\$4,545.000	\$1,499.85
SWPPP-Management					
1180	25-118	LS	0.100	\$26,775.000	\$2,677.50
Project Total: \$51,164.65					

Line Number	Item	Unit	Current Paid Quantity	Unit Price	Amount
Construction Survey					
1190	25-119	LS	0.250	\$102,300.000	\$25,575.00
Mobilization					
					Section Total: \$51,164.65
					Project Total: \$51,164.65

Summary

Current Approved Work:	\$51,164.65	Approved Work To Date:	\$51,164.65
Current Stockpile Advancement:	\$0.00	Stockpile Advancement To Date:	\$0.00
Current Stockpile Recovery:	\$0.00	Stockpile Recovery To Date:	\$0.00
Current Retainage:	\$2,558.23	Retainage To Date:	\$2,558.23
Current Retainage Released:	\$0.00	Retainage Released To Date:	\$0.00
Current Liquidated Damages:	\$0.00	Liquidated Damages To Date:	\$0.00
Current Adjustment:	\$0.00	Adjustments To Date:	\$0.00
Current Payment:	\$48,606.42	Payments To Date:	\$48,606.42
Previous Payment:	\$0.00	Previous Payments To Date:	\$0.00

Mayor, City of Clive	Date
Project Engineer, Jim Hagelie	Date
Field Engineer, Tony Clemenson	Date
Contractor,	Date



Memo

TO: Mayor and Council members

FROM: Jim Hagelie, Engineering Services Administrator

DATE: April 10, 2025

RE: Approve Pay Request #1 - Des Moines Asphalt and Paving - Country Club Blvd HMA Pavement Rehabilitation Project - \$118,359.55

SYNOPSIS:

Staff is recommending approval of a Pay Request to Des Moines Asphalt and Paving for work performed on the above referenced project.

Pay Estimate #1 - \$118,359.55

A breakdown of the contract status is as follows:

Contract Amount	-	\$626,036.25
Paid to Date	-	<u>\$118,359.55</u>
Contract Remaining	-	\$507,676.70

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



City of Clive

Payment Invoice

Country Club BLVD HMA Pavement Rehabilitation

Description	Full depth PCC patching and HMA overlay
Payment Number	1
Pay Period	03/17/2025 to 03/29/2025
Approval Date	04/10/2025
Prime Contractor	The Concrete Company 5128 NW Beaver DR Grimes, IA 50111
Payment Status	Pending
Awarded Project Amount	\$626,036.25
Authorized Amount	\$626,036.25

Line Number	Item	Unit	Current Paid Quantity	Unit Price	Amount
Section: 1 Description					
0010	25-001	EACH	1.000	\$4,985.000	\$4,985.00
STORM SEWER INTAKE, SW-501					
0030	25-003	EACH	1.000	\$7,875.000	\$7,875.00
STORM SEWER INTAKE, SW-505					
0060	25-005	EACH	2.000	\$2,250.000	\$4,500.00
REMOVE INTAKE					
0170	25-015	SY	797.500	\$100.000	\$79,750.00
FULL DEPTH PATCHES					
0180	25-016	Ton	100.000	\$25.000	\$2,500.00
SUBBASE OVER-EXCAVATION (SUBGRADE REPAIR)					
0200	25-017	LS	0.250	\$17,700.000	\$4,425.00
Project Total: \$124,589.00					

Line Number	Item	Unit	Current Paid Quantity	Unit Price	Amount
TEMPORARY TRAFFIC CONTROL					
0240	25-020	LS	1.000	\$9,350.000	\$9,350.00
PRIMARY SLURRY CONTROL					
0250	25-021	Each	14.000	\$211.000	\$2,954.00
SECONDARY SLURRY CONTROL CONTROL - GRATE INTAKE SEDIMENT FILTER BAG					
0270	25-023	LS	0.500	\$16,500.000	\$8,250.00
MOBILIZATION					
					Section Total: \$124,589.00
					Project Total: \$124,589.00

Summary

Current Approved Work:	\$124,589.00	Approved Work To Date:	\$124,589.00
Current Stockpile Advancement:	\$0.00	Stockpile Advancement To Date:	\$0.00
Current Stockpile Recovery:	\$0.00	Stockpile Recovery To Date:	\$0.00
Current Retainage:	\$6,229.45	Retainage To Date:	\$6,229.45
Current Retainage Released:	\$0.00	Retainage Released To Date:	\$0.00
Current Liquidated Damages:	\$0.00	Liquidated Damages To Date:	\$0.00
Current Adjustment:	\$0.00	Adjustments To Date:	\$0.00
Current Payment:	\$118,359.55	Payments To Date:	\$118,359.55
Previous Payment:	\$0.00	Previous Payments To Date:	\$0.00

Mayor, City of Clive	Date
Project Engineer, Jim Hagelie	Date
Field Engineer, Nolan Daft	Date
Contractor, Des Moines Asphalt & Paving	Date



Memo

TO: Mayor and Council members

FROM: Matt McQuillen, City Manager

DATE: April 10, 2025

RE: Approve Pay Request #2 - DeVries Electric - City Hall-Library
Renovation Phase 1 Project - \$63,765.90

SYNOPSIS:

Staff is recommending approval of pay request #2 to DeVries Electric for construction completed on phase 1 of the City Hall & Library Renovation Project. DeVries is responsible for Prime Contracts #5 – Electrical & Low Voltage. The pay request was reviewed by the City's Construction Manager and Architect prior to this consideration for approval.

Prime Construction Contract #5 – Electrical & Low Voltage

Contract Amount	\$ 613,400.00	Contract Approved 12/12/24
Change Order #1	\$ 1,331.77	Approved by City Council 3/13/25
Change Order #2	\$ 3,447.62	Approved by CM 3/4/25
Revised Contract Amount	\$ 618,179.39	

Pay Request #1	\$ 86,239.10	Approved 3/13/25
Pay Request #2	\$ 63,765.90	
Balance Remaining	\$ 468,174.39	

5% Retainage Held	\$ 7,895.00
-------------------	-------------

Total – Pay Request #2 \$ 63,765.90

Acct # 350-5750-6799

Attachments:

1. DeVries Pay App #2 March

TO CONTRACTOR:

DCI Group, Inc.
220 SE 6th Street, Suite 200
Des Moines, Iowa 50309

PROJECT:

Clive City Hall Renovation
1900 NW 114th St
Clive, Iowa 50325

APPLICATION NO: 2

INVOICE NO: 2

PERIOD: 03/01/25 - 03/31/25

PROJECT NO: 23048

CONTRACT NO: SC-005 Clive City Hall

CONTRACT DATE: 12/12/2024

CERTIFICATE DATE: 04/01/2025

SUBMITTED DATE: 03/25/2025

FROM SUBCONTRACTOR:

DeVries Electric
One Progressive Dr. P.O. Box 260
Pella, Iowa 50219

SUBCONTRACT FOR: BP #5 Electrical

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Subcontract. Continuation Sheet is attached.

1.	Original Contract Sum		\$613,400.00
2.	Net change by change orders		\$4,779.39
3.	Contract Sum to date (Line 1 ± 2)		\$618,179.39
4.	Total completed and stored to date (Column G on detail sheet)		\$157,900.00
5.	Retainage:		
	a. 5.00% of completed work	\$5,200.50	
	b. 5.00% of stored material	\$2,694.50	
	Total retainage (Line 5a + 5b or total in column I of detail sheet)		\$7,895.00
6.	Total earned less retainage (Line 4 less Line 5 Total)		\$150,005.00
7.	Less previous certificates for payment (Line 6 from prior certificate)		\$86,239.10
8.	Current payment due:		\$63,765.90
9.	Balance to finish, including retainage (Line 3 less Line 6)		\$468,174.39

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$0.00	\$0.00
Total approved this month:	\$4,779.39	\$0.00
Totals:	\$4,779.39	\$0.00
Net change by change orders:	\$4,779.39	

The undersigned certifies that to the best of the Subcontractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Subcontract Documents, that all amounts have been paid by the Subcontractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

SUBCONTRACTOR: DeVries Electric

By: _____

State of: _____
County of: _____
Subscribed and sworn to before
me this _____ day of _____
Notary Public: _____
My commission expires: _____

Contract #SC-005 Clive ...

Review

✓

PM Review

3/31/2025 at 11:23 AM CDT

Decision Type

First responder decides

Result

Responders agree

Responded

PM

Drew Johnson: Secondary Review

✓

Secondary Review

3/31/2025 at 4:15 PM CDT

Decision Type

First responder decides

Result

Responders agree

Responded

Designer

Thomas Thatcher: Approve

✓

Approved

3/31/2025 at 4:15 PM CDT

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

Contractor's signed Certification is attached.

Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 2

APPLICATION DATE: 03/25/2025

PERIOD: 03/01/25 - 03/31/25

Contract Lines

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	26-260000.000.Subcontract BP #5 Electrical	Rough-in Conduit, Boxes, Fittings - Material	\$92,400.00	\$23,887.00	\$22,916.00	\$8,700.00	\$55,503.00	60.07%	\$36,897.00	\$2,775.15
2	26-260000.000.Subcontract BP #5 Electrical	Rough-in Conduit, Boxes, Fittings - Labor	\$38,000.00	\$9,538.00	\$10,655.00	\$0.00	\$20,193.00	53.14%	\$17,807.00	\$1,009.65
3	26-260000.000.Subcontract BP #5 Electrical	Transformers, Breakers, Panelboards, UPC - Material	\$10,000.00	\$2,100.00	\$0.00	\$3,978.00	\$6,078.00	60.78%	\$3,922.00	\$303.90
4	26-260000.000.Subcontract BP #5 Electrical	Transformers, Breakers, Panelboards, UPC - Labor	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$2,000.00	\$0.00
5	26-260000.000.Subcontract BP #5 Electrical	Lighting Fixtures, Controls - Material	\$63,000.00	\$0.00	\$0.00	\$19,621.00	\$19,621.00	31.14%	\$43,379.00	\$981.05
6	26-260000.000.Subcontract BP #5 Electrical	Lighting Fixtures Controls - Labor	\$6,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$6,000.00	\$0.00
7	26-260000.000.Subcontract BP #5 Electrical	Access Control, Audio Video, Intrusion - Material	\$200,000.00	\$5,200.00	\$0.00	\$0.00	\$5,200.00	2.60%	\$194,800.00	\$260.00
8	26-260000.000.Subcontract BP #5 Electrical	Access Control, Audio Video, Intrusion - Labor	\$92,000.00	\$1,000.00	\$0.00	\$0.00	\$1,000.00	1.09%	\$91,000.00	\$50.00
9	26-260000.000.Subcontract BP #5 Electrical	Fire Alarm System - Material	\$17,000.00	\$0.00	\$0.00	\$14,861.00	\$14,861.00	87.42%	\$2,139.00	\$743.05
10	26-260000.000.Subcontract BP #5 Electrical	Fire Alarm System - Labor	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$3,000.00	\$0.00
11	26-260000.000.Subcontract BP #5 Electrical	Conductors - Copper, Feeder, Branch Wiring - Material	\$46,000.00	\$0.00	\$22,930.00	\$6,730.00	\$29,660.00	64.48%	\$16,340.00	\$1,483.00
12	26-260000.000.Subcontract BP #5 Electrical	Conductors - Copper, Feeder, Branch Wiring - Labor	\$4,000.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	25.00%	\$3,000.00	\$50.00
13	26-260000.000.Subcontract BP #5 Electrical	Data, Equipment, Cabling - Material	\$22,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$22,000.00	\$0.00
14	26-260000.000.Subcontract BP #5 Electrical	Data, Equipment, Cabling - Labor	\$11,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$11,000.00	\$0.00
15	26-260000.000.Subcontract BP #5 Electrical	Finish Devices, Switches, Outlets, Floor Boxes - Material	\$5,000.00	\$3,984.00	\$0.00	\$0.00	\$3,984.00	79.68%	\$1,016.00	\$199.20
16	26-260000.000.Subcontract	Finish Devices, Switches, Outlets, Floor Boxes - Labor	\$2,000.00	\$800.00	\$0.00	\$0.00	\$800.00	40.00%	\$1,200.00	\$40.00

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	BP #5 Electrical									
TOTALS:			\$613,400.00	\$46,509.00	\$57,501.00	\$53,890.00	\$157,900.00	25.74%	\$455,500.00	\$7,895.00

Change Orders

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
17	CCO # 001 DeVries CO#1								
17.1	PCO # 002 CE #003 - New Sliding Entry Do								
17.1.1	26-260000.000.Subcontract BP #5 Electrical	\$1,331.77	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,331.77	\$0.00
18	CCO # 002 DeVries CO#2								
18.1	PCO # 001 CE #002 - ITC 01 Audio Visual								
18.1.1	26-260000.000.Subcontract BP #5 Electrical	\$734.24	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$734.24	\$0.00
18.1.2	26-260000.000.Subcontract BP #5 Electrical	\$2,713.38	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$2,713.38	\$0.00
TOTALS:		\$4,779.39	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$4,779.39	\$0.00

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
GRAND TOTALS:		\$618,179.39	\$46,509.00	\$57,501.00	\$53,890.00	\$157,900.00	25.54%	\$460,279.39	\$7,895.00

WAIVER OF LIEN TO DATE

STATE OF Iowa)
) ss:
COUNTY OF Marion)

Project Name: Clive City Hall
and Library

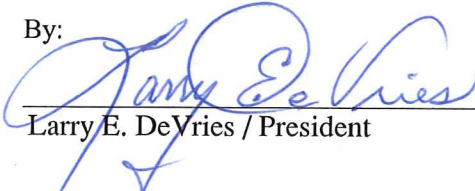
WHEREAS, the undersigned has contracted with City of Clive having furnished material or labor for, or performed labor upon, a building or land for improvement, alteration or repair thereof, situated on or being real estate described as (legal description or street address of premises):
1900 NW 114th Street.

The undersigned, for and in consideration of the sum of 86,239.10 Dollars as a partial payment for its furnishing of labor and material for the above-referenced Project, the receipt of which is hereby acknowledged, does hereby waive, release, and discharge any lien claim or lien right it has or could have under the statutes of the State of Iowa to the extent of the partial payment made in exchange for this partial lien release against the above described premises, for material furnished or labor performed to this date. The undersigned states that this partial lien release is not intended to and does not release any lien claims or rights for work, labor, or materials for which payment has not yet been received by the undersigned.

Dated at Pella, IA, on the 25th day of March, 2025.

DeVries Electric, Inc.
One Progressive Drive
Pella, IA 50219

By:



Larry E. DeVries / President



Document G732™ – 2009

Application and Certificate for Payment, Construction Manager as Adviser Edition

TO OWNER: DCI GROUP 220 SE 6TH STREET, STE. 200 DES MOINES, IA 50309		PROJECT: CLIVE CITY HALL & LIBRARY RENOVATION 1900 NW 114TH STREET CLIVE, IA 50325		APPLICATION NO: 2		DISTRIBUTION TO:	
FROM CONTRACTOR: DE VRIES ELECTRIC, INC. P.O. BOX 260 ONE PROGRESSIVE DRIVE PELLA, IA 50219		VIA CONSTRUCTION MANAGER:		PERIOD TO: 3/25/2025 CONTRACT DATE: 12/18/2024 PROJECT NOS: / /		OWNER ☐ CONSTRUCTION MANAGER ☐ ARCHITECT ☐ CONTRACTOR ☐ FIELD ☐ OTHER ☐	
CONTRACT FOR: ELECTRICAL		VIA ARCHITECT: OPN ARCHITECTS					

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
AIA Document G703™, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM.....	\$ 613,400.00
2. NET CHANGES IN THE WORK.....	\$ 4,779.39
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$ 618,179.39
4. TOTAL COMPLETED AND STORED TO DATE (Column G on G703)	\$ 157,900.00
5. RETAINAGE:	
a. <u>5</u> % of Completed Work (Column D + E on G703)	\$ 5,200.50
b. <u>5</u> % of Stored Material (Column F on G703)	\$ 2,694.50
Total Retainage (Lines 5a + 5b, or Total in Column I on G703)	\$ 7,895.00
6. TOTAL EARNED LESS RETAINAGE.....	\$ 150,005.00
(Line 4 minus Line 5 Total)	
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT.....	86,239.10
(Line 6 from prior Certificate)	
8. CURRENT PAYMENT DUE.....	\$ 63,765.90
9. BALANCE TO FINISH, INCLUDING RETAINAGE	
(Line 3 minus Line 6)	\$ 468,174.39

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: DE VRIES ELECTRIC, INC.

By: Dany DeVries

Date: 03-25-25

State of: Iowa

County of: Marion

Subscribed and sworn to before

me this 25th day of March, 2025

Notary Public: Diane Van Vark

My Commission expires: 12-22-27



CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on evaluations of the Work and the data comprising this application, the Construction Manager and Architect certify to the Owner that to the best of their knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED..... \$

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

CONSTRUCTION MANAGER:

By: _____ Date: _____

ARCHITECT: (NOTE: If Multiple Prime Contractors are responsible for performing portions of the Project, the Architect's Certification is not required.)

By: _____ Date: _____

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

SUMMARY OF CHANGES IN THE WORK	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 0.00	\$ 0.00
Total approved this month, including Construction Change Directives	\$ 4,779.39	\$ 0.00
TOTALS	\$ 4,779.39	\$ 0.00
NET CHANGES IN THE WORK	\$ 4,779.39	

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

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CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

PAGE 1 OF 1 PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT,

containing Contractor's signed Certification, is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.: 2

APPLICATION DATE: 3/25/2025

PERIOD TO: 3/25/2025

ARCHITECT'S PROJECT NO.:

ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
A	ROUGH-IN CONDUIT, BOXES, FITTINGS	92,400.00	23,887.00	22,916.00	8,700.00	55,503.00	60	36,897.00	2,775.15
B	LABOR	38,000.00	9,538.00	10,655.00	0.00	20,193.00	53	17,807.00	1,009.65
C	TRANSFORMER, BREAKERS, PANELBOARDS, UPS	10,000.00	2,100.00	0.00	3,978.00	6,078.00	61	3,922.00	303.90
D	LABOR	2,000.00	0.00	0.00	0.00	0.00	0	2,000.00	0.00
E	LIGHTING FIXTURES, CONTROLS	63,000.00	0.00	0.00	19,621.00	19,621.00	31	43,379.00	981.05
F	LABOR	6,000.00	0.00	0.00	0.00	0.00	0	6,000.00	0.00
G	ACCESS CONTROL, AUDIO VIDEO, INTRUSION	200,000.00	5,200.00	0.00	0.00	5,200.00	3	194,800.00	260.00
H	LABOR	92,000.00	1,000.00	0.00	0.00	1,000.00	1	91,000.00	50.00
I	FIRE ALARM SYSTEM	17,000.00	0.00	0.00	14,861.00	14,861.00	87	2,139.00	743.05
J	LABOR	3,000.00	0.00	0.00	0.00	0.00	0	3,000.00	0.00
K	CONDUCTORS-COPPER, FEEDER, BRANCH WIRING	46,000.00	0.00	22,930.00	6,730.00	29,660.00	64	16,340.00	1,483.00
L	LABOR	4,000.00	0.00	1,000.00	0.00	1,000.00	25	3,000.00	50.00
M	DATA, EQUIPMENT, CABLING	22,000.00	0.00	0.00	0.00	0.00	0	22,000.00	0.00
N	LABOR	11,000.00	0.00	0.00	0.00	0.00	0	11,000.00	0.00
O	FINISH DEVICES, SWITCHES, OUTLETS, FLOOR BOXES	5,000.00	3,984.00	0.00	0.00	3,984.00	80	1,016.00	199.20
P	LABOR	2,000.00	800.00	0.00	0.00	800.00	40	1,200.00	40.00
Q	CHANGE ORDER #1	1,331.77	0.00	0.00	0.00	0.00	0	1,331.77	0.00
R	CHANGE ORDER #2	3,447.62	0.00	0.00	0.00	0.00	0	3,447.62	0.00
		618,179.39	46,509.00	57,501.00	53,890.00	157,900.00	26	460,279.39	7,895.00



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G703-1992

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Memo

TO: Mayor and Council members

FROM: Matt McQuillen, City Manager

DATE: April 10, 2025

RE: Approve Pay Request #3 - Dahl Air Conditioning & Heating - City Hall-Library Renovation Phase 1 Project - \$46,333.40

SYNOPSIS:

Staff is recommending approval of pay request #3 to Dahl Air Conditioning & Heating LLC for construction completed on phase 1 of the City Hall & Library Renovation Project. Dahl is responsible for Prime Contracts #3 – Mechanical. The pay request was reviewed by the City's Construction Manager and Architect prior to this consideration for approval.

Prime Construction Contract #3 – Mechanical

Contract Amount	\$ 290,925.00	Contract Approved 12/12/24
Pay Request #1	\$ 39,468.70	Approved 2/14/25
Pay Request #2	\$ 44,692.75	Approved 3/13/25
Pay Request #3	\$ 46,333.40	
Balance Remaining	\$ 160,430.15	
5% Retainage Held	\$ 6,868.15	
Total – Pay Request #3	\$ 46,333.40	

Acct # 350-5750-6799

Attachments:

1. Dahl Pay App #3 March

TO CONTRACTOR:

DCI Group, Inc.
220 SE 6th Street, Suite 200
Des Moines, Iowa 50309

PROJECT:

Clive City Hall Renovation
1900 NW 114th St
Clive, Iowa 50325

APPLICATION NO: 3

INVOICE NO: 3

PERIOD: 03/01/25 - 03/31/25

PROJECT NO: 23048

CONTRACT NO: SC-003 Clive City Hall

CONTRACT DATE: 12/12/2024

CERTIFICATE DATE: 04/01/2025

SUBMITTED DATE:

FROM SUBCONTRACTOR:

Dahl Heating & Air Conditioning
601 Main Street PO Box 253
Van Meter, Iowa 50261

SUBCONTRACT FOR: BP #3 Mechanical

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Subcontract. Continuation Sheet is attached.

1.	Original Contract Sum		\$290,925.00
2.	Net change by change orders		\$0.00
3.	Contract Sum to date (Line 1 ± 2)		\$290,925.00
4.	Total completed and stored to date (Column G on detail sheet)		\$137,363.00
5.	Retainage:		
	a. 5.00% of completed work	\$6,868.15	
	b. 0.00% of stored material	\$0.00	
	Total retainage (Line 5a + 5b or total in column I of detail sheet)		\$6,868.15
6.	Total earned less retainage (Line 4 less Line 5 Total)		\$130,494.85
7.	Less previous certificates for payment (Line 6 from prior certificate)		\$84,161.45
8.	Current payment due:		\$46,333.40
9.	Balance to finish, including retainage (Line 3 less Line 6)		\$160,430.15

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$0.00	\$0.00
Total approved this month:	\$0.00	\$0.00
Totals:	\$0.00	\$0.00
Net change by change orders:	\$0.00	

The undersigned certifies that to the best of the Subcontractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Subcontract Documents, that all amounts have been paid by the Subcontractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

SUBCONTRACTOR: Dahl Heating & Air Conditioning

By: _____

State of: _____
County of: _____
Subscribed and sworn to before
me this _____ day of _____
Notary Public: _____
My commission expires: _____

Contract #SC-003 Clive ...

✓ PM Review

3/31/2025 at 11:20 AM CDT

Decision Type

First responder decides

Result

Responders agree

Responded

▼ PM

> ✓ Drew Johnson:

Secondary Review

✓ Secondary Review

3/31/2025 at 4:36 PM CDT

Decision Type

First responder decides

Result

Responders agree

Responded

▼ Designer

> ✓ Thomas Thatcher: Approve

✓ Approved

3/31/2025 at 4:36 PM CDT

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

Contractor's signed Certification is attached.

Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 3

APPLICATION DATE: 03/25/2025

PERIOD: 03/01/25 - 03/31/25

Contract Lines

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	23-230000.000.Subcontract Bid Package #3 Mechanical	Mobilization & Submittals	\$25,958.00	\$20,700.00	\$5,258.00	\$0.00	\$25,958.00	100.00%	\$0.00	\$1,297.90
2	23-230000.000.Subcontract Bid Package #3 Mechanical	Demolition	\$16,774.00	\$14,647.00	\$1,348.00	\$0.00	\$15,995.00	95.36%	\$779.00	\$799.75
3	23-230000.000.Subcontract Bid Package #3 Mechanical	Ductwork and Accessories - Material	\$28,958.00	\$21,411.00	\$5,026.00	\$0.00	\$26,437.00	91.29%	\$2,521.00	\$1,321.85
4	23-230000.000.Subcontract Bid Package #3 Mechanical	Ductwork and Accessories - Labor	\$11,032.00	\$7,798.00	\$1,997.00	\$0.00	\$9,795.00	88.79%	\$1,237.00	\$489.75
5	23-230000.000.Subcontract Bid Package #3 Mechanical	Roof Top Units - Material	\$106,529.00	\$7,035.00	\$7,958.00	\$0.00	\$14,993.00	14.07%	\$91,536.00	\$749.65
6	23-230000.000.Subcontract Bid Package #3 Mechanical	Roof Top Units - Labor	\$2,856.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$2,856.00	\$0.00
7	23-230000.000.Subcontract Bid Package #3 Mechanical	GRD's - Material	\$6,985.00	\$0.00	\$6,985.00	\$0.00	\$6,985.00	100.00%	\$0.00	\$349.25
8	23-230000.000.Subcontract Bid Package #3 Mechanical	GRD's - Labor	\$1,598.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,598.00	\$0.00
9	23-230000.000.Subcontract Bid Package #3 Mechanical	Testing, Adjusting, & Balancing	\$8,120.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$8,120.00	\$0.00
10	23-230000.000.Subcontract Bid Package #3 Mechanical	Duct Wrap Insulation	\$2,200.00	\$2,000.00	\$200.00	\$0.00	\$2,200.00	100.00%	\$0.00	\$110.00
11	23-230000.000.Subcontract Bid Package #3 Mechanical	Temperature Control	\$79,915.00	\$15,000.00	\$20,000.00	\$0.00	\$35,000.00	43.80%	\$44,915.00	\$1,750.00
TOTALS:			\$290,925.00	\$88,591.00	\$48,772.00	\$0.00	\$137,363.00	47.22%	\$153,562.00	\$6,868.15

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
GRAND TOTALS:		\$290,925.00	\$88,591.00	\$48,772.00	\$0.00	\$137,363.00	47.22%	\$153,562.00	\$6,868.15

LIEN WAIVER

1. IDENTIFYING INFORMATION.

Claimant Name: Dahl Air Conditioning & Heating LLC
Customer Name: City of Clive
Job Location: 1900 NW 114th Street Clive, IA
Owner: City of Clive
Through Date: * 02/14/25 (*for progress payments ONLY)

2. WAIVER TYPE. (CHECK ONE)

A. ☐ - UNCONDITIONAL Waiver for PARTIAL / PROGRESS Payment

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job through the Through Date of this document. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. The claimant has received the following progress payment:

\$

B. ☐ - UNCONDITIONAL Waiver for FULL Payment

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for all labor and service provided, and equipment and material delivered, to the customer on this job. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. The claimant has been paid in full.

C. ☒ - CONDITIONAL Waiver for PARTIAL / PROGRESS Payment

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job through the Through Date of this document. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:

Maker of Check: City of Clive
Check Amount: \$44,692.75
Check Payable to: Dahl Air Conditioning

D. ☐ - CONDITIONAL Waiver for FULL Payment

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:

Maker of Check:
Check Amount: \$
Check Payable to:

3. SCHEDULE OF PAYMENTS.

4. EXCEPTIONS.

This document does not affect any of the following:

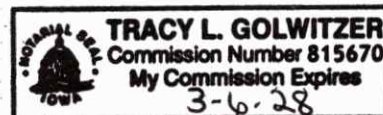
Disputed claims for extras in the amount of: \$

5. SIGNATURE.

Claimant Signature: _____ Date: 3/28/25
Claimant Title: Owner

6. NOTARIZATION.

State of Iowa
County of Dallas



The foregoing instrument was acknowledged before me, Tracy Golwitzer, this 28th Day of March 2025, by the undersigned, Rusty Rohe, who is personally known to me or satisfactorily proven to me to be the person whose name is subscribed to the within instrument.

Tracy L. Golwitzer
Notary Public

My Commission Expires: 3/6 /2028_



Memo

TO: Mayor and Council members

FROM: Alyssa Welling, Administrative Assistant

DATE: April 10, 2025

RE: Approve Pay Request #3 - On Track Construction, LLC - Greenbelt Landing Construction Project - \$274,502.50

SYNOPSIS:

Staff recommends approval of Pay Request #3 to On Track Construction, LLC for the work completed to date on the Greenbelt Landing Project.

Total contract amount: **\$1,700,000.00**

Pay Request #4: **\$274,502.50**

Total Requested to Date: **\$484,880.00**

Remaining contract amount: **\$1,215,6120.00**

Attachments:

1. On Track Pay App 03

TO CONTRACTOR:

DCI Group, Inc.
220 SE 6th Street, Suite 200
Des Moines, Iowa 50309

PROJECT:

Clive - Greenbelt Landing
1900 NW 114th St
Clive, Iowa 50325

APPLICATION NO: 3

INVOICE NO: Pay Estimate #3

PERIOD: 03/01/25 - 03/31/25

PROJECT NO: 23046

CONTRACT NO: SC-004 Clive Greenbelt
Landing

CONTRACT DATE: 09/12/2024

CERTIFICATE DATE: 03/31/2025

SUBMITTED DATE:

FROM SUBCONTRACTOR:

On Track Construction, LLC
1435 West F Ave
Nevada, Iowa 50201

SUBCONTRACT FOR: On Track - BP #31

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Subcontract. Continuation Sheet is attached.

1.	Original Contract Sum	\$1,700,000.00
2.	Net change by change orders	\$0.00
3.	Contract Sum to date (Line 1 ± 2)	\$1,700,000.00
4.	Total completed and stored to date (Column G on detail sheet)	\$510,400.00
5.	Retainage:	
	a. 5.00% of completed work	\$24,381.50
	b. 5.00% of stored material	\$1,138.50
	Total retainage (Line 5a + 5b or total in column I of detail sheet)	\$25,520.00
6.	Total earned less retainage (Line 4 less Line 5 Total)	\$484,880.00
7.	Less previous certificates for payment (Line 6 from prior certificate)	\$210,377.50
8.	Current payment due:	\$274,502.50
9.	Balance to finish, including retainage (Line 3 less Line 6)	\$1,215,120.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$0.00	\$0.00
Total approved this month:	\$0.00	\$0.00
Totals:	\$0.00	\$0.00
Net change by change orders:	\$0.00	

The undersigned certifies that to the best of the Subcontractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Subcontract Documents, that all amounts have been paid by the Subcontractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

SUBCONTRACTOR: On Track Construction, LLC

By: _____ Date: _____

State of:

County of:

Subscribed and sworn to before
me this _____ day of _____

Notary Public:

My commission expires:

David Bruce Morrow

Digitally signed by David Bruce Morrow
DN: C=US,
E=bruce.morrow@smithgroup.com,
CN=David Bruce Morrow
Reason: I am approving this document
Date: 2025.04.01 17:19:34-05'00'

Drew Johnson

Digitally signed by Drew Johnson
DN: C=US,
E=drewj@dcigroup-us.com,
CN=Drew Johnson
Date: 2025.04.01
21:43:24-05'00'

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

Contractor's signed Certification is attached.

Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 3

APPLICATION DATE: 03/25/2025

PERIOD: 03/01/25 - 03/31/25

Contract Lines

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Mobilization, Bonds & Insurance	\$110,000.00	\$27,500.00	\$27,500.00	\$0.00	\$55,000.00	50.00%	\$55,000.00	\$2,750.00
2	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Clearing & Grubbing	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$50,000.00	\$0.00
3	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Removals - Paving & Sidewalk	\$76,000.00	\$22,800.00	\$41,800.00	\$0.00	\$64,600.00	85.00%	\$11,400.00	\$3,230.00
4	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Removals - Landscaping	\$7,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$7,000.00	\$0.00
5	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Removals - Rip Rap	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$2,000.00	\$0.00
6	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Removals - Storm Sewer	\$10,000.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	15.00%	\$8,500.00	\$75.00
7	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Removals - Sanitary	\$7,500.00	\$0.00	\$7,500.00	\$0.00	\$7,500.00	100.00%	\$0.00	\$375.00
8	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Earthwork - Temp Construction Entrances	\$8,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$8,000.00	\$0.00
9	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Earthwork - Topsoil Strip & Stockpile	\$38,000.00	\$5,700.00	\$3,800.00	\$0.00	\$9,500.00	25.00%	\$28,500.00	\$475.00
10	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Earthwork - Cut & Fill	\$76,000.00	\$0.00	\$3,800.00	\$0.00	\$3,800.00	5.00%	\$72,200.00	\$190.00

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
11	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Earthwork - Export	\$88,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$88,000.00	\$0.00
12	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Earthwork - Bioretention & Pond Shaping	\$55,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$55,000.00	\$0.00
13	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Earthwork - 12" Prep for Paving	\$29,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$29,000.00	\$0.00
14	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Earthwork - 6" Subbase for Paving	\$67,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$67,000.00	\$0.00
15	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Earthwork - Erosion Stone & Rip Rap	\$168,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$168,000.00	\$0.00
16	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Earthwork - Vegetated Geogrid w/ Soil	\$85,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$85,000.00	\$0.00
17	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Earthwork - Stabilized Aggregate Paving Base	\$75,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$75,500.00	\$0.00
18	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Earthwork - Topsoil Respread & Finish Grading	\$36,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$36,000.00	\$0.00
19	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Utilities - Building Water Service	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$10,000.00	\$0.00
20	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Utilities - 18" Sanitary Main Reroute	\$228,500.00	\$137,180.00	\$68,550.00	\$22,770.00	\$228,500.00	100.00%	\$0.00	\$11,425.00
21	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Utilities - Sanitary Building Service	\$8,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$8,500.00	\$0.00

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
22	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Utilities - Storm Sewer Piping	\$149,000.00	\$0.00	\$74,500.00	\$0.00	\$74,500.00	50.00%	\$74,500.00	\$3,725.00
23	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Utilities - Storm Sewer Structures	\$103,500.00	\$0.00	\$51,750.00	\$0.00	\$51,750.00	50.00%	\$51,750.00	\$2,587.50
24	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Utilities - Subdrain Piping	\$74,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$74,500.00	\$0.00
25	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Utilities - Traffic Control for 114th Utility Crossing	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$10,000.00	\$0.00
26	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Utilities - Pavement Replacement for Utilities	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$20,000.00	\$0.00
27	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Seeding & EC - Erosion Control/ Silt Fence	\$55,000.00	\$5,500.00	\$8,250.00	\$0.00	\$13,750.00	25.00%	\$41,250.00	\$687.50
28	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Seeding & EC - TRM Matting	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$15,000.00	\$0.00
29	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Seeding & EC - Live Stakes	\$33,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$33,000.00	\$0.00
30	31-310000.000.Subcontract BP #31 - Earthwork - Demolition/Grading/Utilities/Erosion Control	Seeding & EC - Temp Seeding & Hydromulch	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$5,000.00	\$0.00
TOTALS:			\$1,700,000.00	\$198,680.00	\$288,950.00	\$22,770.00	\$510,400.00	30.02%	\$1,189,600.00	\$25,520.00

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
GRAND TOTALS:		\$1,700,000.00	\$198,680.00	\$288,950.00	\$22,770.00	\$510,400.00	30.02%	\$1,189,600.00	\$25,520.00

WAIVER AND RELEASE OF LIEN UPON PROGRESS PAYMENT

The undersigned lienor, in consideration of the sum of \$162,621.00,
hereby waives and releases its lien and right to claim a lien for labor, service, or materials
furnished through February 28, 2025 on the job of City of Clive
to the following described property:
Greenbelt Landing Project

This waiver and release does not cover any retention or labor, services, or materials
Furnished after the date specified.

Dated on March 31, 2025

On Track Construction, LLC
1435 West F Ave
Nevada, IA 50201

By: Tracy L. Rhoads

Sworn to and subscribed before me this 31st day of March, 20 25.

By Tracy L. Rhoads.



Tracy L. Rhoads

Notary Public

Print name: Tracy L. Rhoads

APPLICATION AND CERTIFICATION FOR PAYMENT

AIA DOCUMENT G702

To: DCI Group
220 SE 6th Street, Suite 200
Des Moines, Iowa 50309

Project: Clive Greenbelt Landing
City of Clive

APPLICATION NO: 3
APPLICATION DATE: 31-Mar-25

PERIOD TO: 31-Mar-25

Contractor PO# 2426CL

CONTRACT DATE: 12-Sep-24

Distribution to:

☐ OWNER

☐ ARCHITECT

☒ CONTRACTOR

☐

☐

FROM CONTRACTOR:
On Track Construction LLC
1435 W F Ave
Nevada, Iowa 50201

CONTRACT FOR: GRADING & UTILITIES

JOB# 2426CL

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet, AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM

\$ 1,700,000.00

2. Net change by Change Orders

\$ 0.00

3. CONTRACT SUM TO DATE (Line 1 ± 2)

\$ 1,700,000.00

4. TOTAL COMPLETED & STORED TO
DATE (Column G on G703)

\$ 510,400.00

5. RETAINAGE:

a. 5 % of Completed Work
(Column D + E on G703)

\$ 25,520.00

b. % of Stored Material
(Column F on G703)

\$

Total Retainage (Lines 5a + 5b or
Total in Column I of G703)

\$ 25,520.00

6. TOTAL EARNED LESS RETAINAGE
(Line 4 Less Line 5 Total)

\$ 484,880.00

7. LESS PREVIOUS CERTIFICATES FOR
PAYMENT (Line 6 from prior Certificate)

\$ 210,377.50

8. CURRENT PAYMENT DUE

\$ 274,502.50

9. BALANCE TO FINISH, INCLUDING RETAINAGE
(Line 3 less Line 6)

\$ 1,215,120.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner		
Total approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By:  Date: 3/25/2025

ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)
ENGINEER:

By: Date:

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

B	C	D	E1	F4	G1	G2	H	I
Work Description	Scheduled Value	From Previous Application	This Period	Presently Stored Materials	Total Completed and Stored To Date	Percent Complete	Balance To Finish	Retainage
BASE CONTRACT								
Mobilization, Bonds & Insurance	\$ 110,000.00	\$27,500.00	\$27,500.00		\$55,000.00	0.25%	\$55,000.00	\$2,750.00
Clearing & Grubbing	\$ 50,000.00				\$0.00	0.00%	\$50,000.00	\$0.00
Removals - Paving & Sidewalk	\$ 76,000.00	\$22,800.00	\$41,800.00		\$64,600.00	85.00%	\$11,400.00	\$3,230.00
Removals - Landscaping	\$ 7,000.00				\$0.00	0.00%	\$7,000.00	\$0.00
Removals - Rip Rap	\$ 2,000.00				\$0.00	0.00%	\$2,000.00	\$0.00
Removals - Storm Sewer	\$ 10,000.00		\$1,500.00		\$1,500.00	15.00%	\$8,500.00	\$75.00
Removals - Sanitary	\$ 7,500.00		\$7,500.00		\$7,500.00	100.00%	\$0.00	\$375.00
Earthwork - Temp Construction Entrances	\$ 8,000.00				\$0.00	0.00%	\$8,000.00	\$0.00
Earthwork - Topsoil Strip & Stockpile	\$ 38,000.00	\$5,700.00	\$3,800.00		\$9,500.00	25.00%	\$28,500.00	\$475.00
Earthwork - Cut & Fill	\$ 76,000.00		\$3,800.00		\$3,800.00	5.00%	\$72,200.00	\$190.00
Earthwork - Export	\$ 88,000.00				\$0.00	0.00%	\$88,000.00	\$0.00
Earthwork - Bioretention & Pond Shaping	\$ 55,000.00				\$0.00	0.00%	\$55,000.00	\$0.00
Earthwork - Grade for Trails & Paving	\$ 67,000.00				\$0.00	0.00%	\$67,000.00	\$0.00
Earthwork - 12" Prep for Paving	\$ 29,000.00				\$0.00	0.00%	\$29,000.00	\$0.00
Earthwork - Erosion Stone & Rip Rap	\$ 168,000.00				\$0.00	0.00%	\$168,000.00	\$0.00
Earthwork - Vegetated Geogrid w/ Soil	\$ 85,000.00				\$0.00	0.00%	\$85,000.00	\$0.00
Earthwork - Stabilized Aggregate Paving Base	\$ 75,500.00				\$0.00	0.00%	\$75,500.00	\$0.00
Earthwork - Topsoil Respread & Finish Grading	\$ 36,000.00				\$0.00	0.00%	\$36,000.00	\$0.00
Utilities - Building Water Service	\$ 10,000.00				\$0.00	0.00%	\$10,000.00	\$0.00
Utilities - 18" Sanitary Main Reroute	\$ 228,500.00	\$159,950.00	\$68,550.00		\$228,500.00	100.00%	\$0.00	\$11,425.00
Utilities - Sanitary Building Service	\$ 8,500.00				\$0.00	0.00%	\$8,500.00	\$0.00
Utilities - Storm Sewer Piping	\$ 149,000.00		\$74,500.00		\$74,500.00	50.00%	\$74,500.00	\$3,725.00
Utilities - Storm Sewer Structures	\$ 103,500.00		\$51,750.00		\$51,750.00	50.00%	\$51,750.00	\$2,587.50
Utilities - Subdrain Piping	\$ 74,500.00				\$0.00	0.00%	\$74,500.00	\$0.00
Utilities - Traffic Control for 114th Utility Crossing	\$ 10,000.00				\$0.00	0.00%	\$10,000.00	\$0.00
Utilities - Pavement Replacement for Utilities	\$ 20,000.00				\$0.00	0.00%	\$20,000.00	\$0.00
Seeding & EC - Erosion Control/ Silt Fence	\$ 55,000.00	\$5,500.00	\$8,250.00		\$13,750.00	25.00%	\$41,250.00	\$687.50
Seeding & EC - TRM Matting	\$ 15,000.00				\$0.00	0.00%	\$15,000.00	\$0.00
Seeding & EC - Live Stakes	\$ 33,000.00				\$0.00	0.00%	\$33,000.00	\$0.00
Seeding & EC - Temp Seeding & Hydromulch	\$ 5,000.00				\$0.00	0.00%	\$5,000.00	\$0.00
CHANGE ORDERS								
TOTAL	\$1,700,000.00	\$221,450.00	\$288,950.00	\$0.00	\$510,400.00	30.02%	\$1,189,600.00	\$25,520.00

U.S. Department of Labor
Wage and Hour Division

PAYROLL

For contractor's optional use; see instructions at dol.gov/agencies/whd/forms/wh347

Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number.



WAGE AND HOUR DIVISION
Revised December 2008

NAME OF CONTRACTOR ☒ OR SUBCONTRACTOR ☐	ADDRESS	OMB No. 1235-0008 Expires 09/30/2026
On Track Construction, LLC	1435 West F Ave Nevada, IA 50201	

PAYROLL NO. 5	FOR WEEK ENDING 03/08/2025	PROJECT AND LOCATION Greenbelt Landing Project Clive, IA	PROJECT OR CONTRACT NO. 23-046 Clive Greenbelt Landing
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(1) NAME AND INDIVIDUAL IDENTIFYING NUMBER (e.g.. LAST FOUR DIGITS OF SOCIAL SECURITY NUMBER) OF WORKER	(2) NO. OF WITHHOLDING EXEMPTIONS	(3) WORK CLASSIFICATION	OT. OR ST.	(4) DAY AND DATE							(5) TOTAL HOURS	(6) RATE OF PAY		(7) GROSS AMOUNT EARNED	(8) DEDUCTIONS						(9) NET WAGES PAID FOR WEEK
				S	M	T	W	T	F	S											
				3/2	3/3	3/4	3/5	3/6	3/7	3/8											
				HOURS WORKED EACH DAY																	
2333 - Dylan Jones	0	Laborer Group AA Zone 1 Foreman	O									\$63.46	\$84.92	\$112.82	\$99.00	\$47.28	\$25.00	\$0.00	\$284.10	\$1,177.36	
			S				2.00				2.00	42.00	0.46								\$1,461.46
4786 - Kristofer Donner	0	Laborer Group AA Zone 1	O									\$63.00	\$84.00	\$112.77	\$138.00	\$42.84	\$198.88	\$0.00	\$492.49	\$968.05	
			S				2.00				2.00	42.00	0.00								\$1,460.54
			O																		
			S																		
			O																		
			S																		
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While completion of Form WH-347 is optional, it is mandatory for covered contractors and subcontractors performing work on Federally financed or assisted construction contracts to respond to the information collection contained in 29 C.F.R. §§ 3.3, 5.5(a). The Copeland Act (40 U.S.C. § 3145) contractors and subcontractors performing work on Federally financed or assisted construction contracts to "furnish weekly a statement with respect to the wages paid each employee during the preceding week." U.S. Department of Labor (DOL) regulations at 29 C.F.R. § 5.5(a)(3)(ii) require contractors to submit weekly a copy of all payrolls to the Federal agency contracting for or financing the construction project, accompanied by a signed "Statement of Compliance" indicating that the payrolls are correct and complete and that each laborer or mechanic has been paid not less than the proper Davis-Bacon prevailing wage rate for the work performed. DOL and federal contracting agencies receiving this information review the information to determine that employees have received legally required wages and fringe benefits.

Public Burden Statement

We estimate that it will take an average of 55 minutes to complete this collection, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding these estimates or any other aspect of this collection, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room S3502, 200 Constitution Avenue, N.W. Washington, D.C. 20210

(over)

Date 3/10/2025

I, Kelly Cook Office Manager
(Name of Signatory Party) (Title)

do hereby state:

(1) That I pay or supervise the payment of the persons employed by

On Track Construction, LLC

(Contractor or Subcontractor) on the

Greenbelt Landing Project

(Building or Work); that during the payroll period commencing on the

2nd day of March, 2025, and ending the 8th day of March, 2025

all persons employed on said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said

On Track Construction, LLC

from the full

(Contractor or Subcontractor)

weekly wages earned by any person and that no deductions have been made either directly or indirectly from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 C.F.R. Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 63 Stat. 108, 72 Stat. 967; 76 Stat. 357; 40 U.S.C. § 3145), and described below:

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers or mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a State apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a State, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:

(a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS



— in addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to appropriate programs for the benefit of such employees, except as noted in section 4(c) below.

(b) WHERE FRINGE BENEFITS ARE PAID IN CASH



— Each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in section 4(c) below.

(c) EXCEPTIONS

EXCEPTION (CRAFT)	EXPLANATION
Dylan Jones \$16.04 in co paid fringe benefits	Family health, dental & vision Ins.; Life ins; HSA contribution; company vehicle.
Kristofer Donner \$17.79 in co paid fringe benefits	Family health, dental & vision Ins.; Life/accident Ins; HSA & 401k contribution; company vehicle.

REMARKS:

NAME AND TITLE

Kelly Cook - Office Manager

SIGNATURE



THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 3729 OF TITLE 31 OF THE UNITED STATES CODE.

PAYROLL

For contractor's optional use; see instructions at dol.gov/agencies/whd/forms/wh347

Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number.

NAME OF CONTRACTOR ☒ OR SUBCONTRACTOR ☐ On Track Construction, LLC	ADDRESS 1435 West F Ave Nevada, IA 50201
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OMB No. 1235-0008
Expires 09/30/2026

PAYROLL NO. 6	FOR WEEK ENDING 03/15/2025	PROJECT AND LOCATION Greenbelt Landing Project Clive, IA	PROJECT OR CONTRACT NO. 23-046 Clive Greenbelt Landing
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(1) NAME AND INDIVIDUAL IDENTIFYING NUMBER (e.g., LAST FOUR DIGITS OF SOCIAL SECURITY NUMBER) OF WORKER	(2) NO. OF WITHHOLDING EXEMPTIONS	(3) WORK CLASSIFICATION	OT. OR ST.	(4) DAY AND DATE							(5) TOTAL HOURS	(6) RATE OF PAY	(7) GROSS AMOUNT EARNED	(8) DEDUCTIONS						(9) NET WAGES PAID FOR WEEK
				S	M	T	W	T	F	S				FICA	WITH- HOLDING TAX	State Withholding	Medical & Retirement	OTHER	TOTAL DEDUCTIONS	
				3/9	3/10	3/11	3/12	3/13	3/14	3/15										
				HOURS WORKED EACH DAY																
2333 - Dylan Jones	0	Laborer Group AA Zone 1 Foreman	O					1.00	9.75		10.75	\$63.46	\$2,380.60	\$184.03	\$210.00	\$82.64	\$25.00	\$0.00	\$501.67	\$1,890.47
			S		10.25	10.00	9.75	10.00				40.00	42.00 0.46	\$2,392.14						
7818 - Troy Bakies	1	Laborer Group AA Zone 1	O					0.50	9.50		10.00	\$53.71	\$2,105.50	\$161.07	\$263.00	\$71.24	\$0.00	\$0.00	\$495.31	\$1,610.19
			S		9.75	10.00	10.50	9.75				40.00	29.00 10.21	\$2,105.50						
4284 - Timothy Baker	0	Power Equipment Operator Group A Zone 1	O						8.75		8.75	\$67.53	\$2,552.09	\$195.24	\$239.00	\$88.21	\$0.00	\$0.00	\$522.45	\$2,029.64
			S		9.75	10.00	9.50	10.00	0.75			40.00	37.00 12.03	\$2,552.09						
8975 - Chad Smith	0	Power Equipment Operator Group B Zone 1	O					0.25	8.50		8.75	\$63.33	\$2,367.34	\$183.01	\$345.00	\$103.54	\$134.69	\$120.00	\$886.24	\$1,631.10
			S		9.75	10.00	10.25	10.00				40.00	36.00 9.33	\$2,517.34						
9592 - Anthony Schuler	0	Laborer Group B Zone 1	O									\$43.07	\$1,235.03	\$94.48	\$102.00	\$35.82	\$61.75	\$0.00	\$294.05	\$940.98
			S		9.75	10.00	10.50		9.50			39.75	24.00 7.07	\$1,235.03						
1125 - Andrew Wiss	0	Laborer Group B Zone 1	O					0.25	9.50		9.75	\$46.05	\$769.49	\$123.13	\$115.00	\$43.59	\$0.00	\$0.00	\$281.72	\$1,327.77
			S					10.00				10.00	28.00 4.05	\$1,609.49						
			O																	
			S																	
			O																	
			S																	

While completion of Form WH-347 is optional, it is mandatory for covered contractors and subcontractors performing work on Federally financed or assisted construction contracts to respond to the information collection contained in 29 C.F.R. §§ 3.3, 5.5(a). The Copeland Act (40 U.S.C. § 3145) contractors and subcontractors performing work on Federally financed or assisted construction contracts to "furnish weekly a statement with respect to the wages paid each employee during the preceding week." U.S. Department of Labor (DOL) regulations at 29 C.F.R. § 5.5(a)(3)(ii) require contractors to submit weekly a copy of all payrolls to the Federal agency contracting for or financing the construction project, accompanied by a signed "Statement of Compliance" indicating that the payrolls are correct and complete and that each laborer or mechanic has been paid not less than the proper Davis-Bacon prevailing wage rate for the work performed. DOL and federal contracting agencies receiving this information review the information to determine that employees have received legally required wages and fringe benefits.

Public Burden Statement

We estimate that it will take an average of 55 minutes to complete this collection, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. If you have any comments regarding these estimates or any other aspect of this collection, including suggestions for reducing this burden, send them to the Administrator, Wage and Hour Division, U.S. Department of Labor, Room S3502, 200 Constitution Avenue, N.W., Washington, D.C. 20210

(over)

Date 3/19/2025

I, Kelly Cook Office Manager
(Name of Signatory Party) (Title)

do hereby state:

(1) That I pay or supervise the payment of the persons employed by

On Track Construction, LLC

(Contractor or Subcontractor) on the

Greenbelt Landing Project

(Building or Work); that during the payroll period commencing on the

2nd day of March, 2025, and ending the 8th day of March, 2025

all persons employed on said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said

On Track Construction, LLC

(Contractor or Subcontractor) from the full

weekly wages earned by any person and that no deductions have been made either directly or indirectly from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 C.F.R. Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 63 Stat. 108, 72 Stat. 967; 76 Stat. 357; 40 U.S.C. § 3145), and described below:

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers or mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a State apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a State, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:

(a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS



— in addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to appropriate programs for the benefit of such employees, except as noted in section 4(c) below.

(b) WHERE FRINGE BENEFITS ARE PAID IN CASH



— Each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in section 4(c) below.

(c) EXCEPTIONS

EXCEPTION (CRAFT)	EXPLANATION
Dylan Jones \$16.04 in co paid fringe benefits	Family health, dental & vision Ins.; Life Ins; HSA contribution; company vehicle.
Chad Smith \$5.12 in co paid fringe benefits	Health, dental & vision Ins.; Life/accident Ins; HSA & 401k contribution.
Timothy Baker \$2.97 in co paid fringe benefits	Health, dental & vision Ins.; Life Ins.
Anthony Schuler Jr \$3.91 in co paid fringe benefits	Health, dental & vision Ins.; Life/accident Ins; 401k contribution.
Andrew Wiss \$2.93 in co paid fringe benefits	Health, dental & vision Ins.; Life Ins.

REMARKS:

NAME AND TITLE

Kelly Cook - Office Manager

SIGNATURE

Kelly Cook

THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 3729 OF TITLE 31 OF THE UNITED STATES CODE.

PAYROLL

For contractor's optional use; see instructions at dol.gov/agencies/whd/forms/wh347

Persons are not required to respond to the collection of information unless it displays a currently valid OMB control number.

NAME OF CONTRACTOR ☐ OR SUBCONTRACTOR ☒ ADDRESS 3091 370th St
Williams Contracting 2, LLC Manning, IA 51455 OMB No. 1235-0008
Expires 09/30/2026

PAYROLL NO. 1 FOR WEEK ENDING 03/14/2025 PROJECT AND LOCATION Greenbelt Landing Project
PROJECT OR CONTRACT NO. 23-046 Clive Greenbelt Landing
Clive, IA

(1) NAME AND INDIVIDUAL IDENTIFYING NUMBER (e.g., LAST FOUR DIGITS OF SOCIAL SECURITY NUMBER) OF WORKER	(2) NO. OF WITHOLDING EXEMPTIONS	(3) WORK CLASSIFICATION	OT, OR ST.	(4) DAY AND DATE							(5) TOTAL HOURS	(6) RATE OF PAY	(7) GROSS AMOUNT EARNED	(8) DEDUCTIONS						(9) NET WAGES PAID FOR WEEK	
				S	M	T	W	T	F	S				FICA	WITH- HOLDING TAX	State Withholding	Medical/Re tirement	OTHER	TOTAL DEDUCTIONS		
				3/9	3/10	3/11	3/12	3/13	3/14	3/15											
Cody Willenborg #6443	0	Zone 1 Group A Power Equipment Operator	O									\$52.00	\$1,014.00								
			S		10.00	9.50					19.50	35.50 16.50	\$1,014.00	\$77.58	\$36.00	\$20.99	\$0.00	\$0.00	\$134.57	\$879.43	
Michael Bremser #0056	0	Zone 1 Group C Power Equipment Operator	O									\$47.95	\$1,006.95								
			S		11.00	10.00					21.00	31.45 16.50	\$1,923.08	\$147.11	\$158.00	\$72.97	\$0.00	\$0.00	\$378.08	\$1,545.00	
Shawn Hansen #4088	0	Zone 1 Group A Power Equipment Operator	O									\$52.00	\$1,508.00								
			S		10.00	10.00	9.00				29.00	35.50 16.50	\$2,054.00	\$157.13	\$208.00	\$60.51	\$0.00	\$0.00	\$425.64	\$1,628.36	
			O																		
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While completion of Form WH-347 is optional, it is mandatory for covered contractors and subcontractors performing work on Federally financed or assisted construction contracts to respond to the information collection contained in 29 C.F.R. §§ 3.3, 5.5(a). The Copeland Act (40 U.S.C. § 3145) contractors and subcontractors performing work on Federally financed or assisted construction contracts to "furnish weekly a statement with respect to the wages paid each employee during the preceding week." U.S. Department of Labor (DOL) regulations at 29 C.F.R. § 5.5(a)(3)(ii) require contractors to submit weekly a copy of all payrolls to the Federal agency contracting for or financing the construction project, accompanied by a signed "Statement of Compliance" indicating that the payrolls are correct and complete and that each laborer or mechanic has been paid not less than the proper Davis-Bacon prevailing wage rate for the work performed. DOL and federal contracting agencies receiving this information review the information to determine that employees have received legally required wages and fringe benefits.

Public Burden Statement

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(over)

Date 3/25/2025

I, Robert Williams Owner
(Name of Signatory Party) (Title)

do hereby state:

(1) That I pay or supervise the payment of the persons employed by

Williams Contracting 2, LLC on the
(Contractor or Subcontractor)

23-046 Clive Greenbelt Landing; that during the payroll period commencing on the
(Building or Work)

10th day of March, 2025, and ending the 14th day of March, 2025,

all persons employed on said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said

Williams Contracting 2, LLC from the full
(Contractor or Subcontractor)

weekly wages earned by any person and that no deductions have been made either directly or indirectly from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 C.F.R. Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 63 Stat. 108, 72 Stat. 967; 76 Stat. 357; 40 U.S.C. § 3145), and described below:

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers or mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a State apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a State, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:

(a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS

☐ — in addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to appropriate programs for the benefit of such employees, except as noted in section 4(c) below.

(b) WHERE FRINGE BENEFITS ARE PAID IN CASH

☒ — Each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in section 4(c) below.

(c) EXCEPTIONS

EXCEPTION (CRAFT)	EXPLANATION

REMARKS:

NAME AND TITLE
Robert Williams, Owner

SIGNATURE

THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 3729 OF TITLE 31 OF THE UNITED STATES CODE.



Memo

TO: Mayor and Council members

FROM: Matt McQuillen, City Manager

DATE: April 10, 2025

RE: Approve Pay Request #3 - Keystone Construction - City Hall-Library Renovation Phase 1 Project - \$142,591.91

SYNOPSIS:

Staff is recommending approval of pay request #3 to Keystone Construction for construction completed on phase 1 of the City Hall & Library Renovation Project. Keystone is responsible for Prime Contracts #1 – General Construction and #7 – Asbestos Remediation and Demolition. The pay request was reviewed by the City's Construction Manager and Architect prior to this consideration for approval.

Prime Construction Contract #1 – General Construction and #2 – Asbestos Abatement and Demolition

Contract Amount	\$ 958,900.00	Contract Approved 12/12/24
Change Order #1	\$ 1,166.15	Approved by City Council 3/13/25
Revised Contract Amount	\$ 960,066.15	

Pay Request #1	\$ 54,395.10	Approved 2/14/25
Pay Request #2	\$ 77,778.16	Approved 3/13/25
Pay Request #3	\$ 142,591.91	
Balance Remaining	\$ 685,300.98	

5% Retainage Held	\$ 14,461.33
-------------------	--------------

Total – Pay Request #3 \$ 142,591.91

Acct # 350-5750-6799

Attachments:

1. Keystone Pay App #3 March

TO CONTRACTOR:

DCI Group, Inc.
220 SE 6th Street, Suite 200
Des Moines, Iowa 50309

PROJECT:

Clive City Hall Renovation
1900 NW 114th St
Clive, Iowa 50325

APPLICATION NO:

3

INVOICE NO:

No. #03 - March

PERIOD:

03/01/25 - 03/31/25

PROJECT NO:

23048

CONTRACT NO:

SC-001 Clive City Hall

CONTRACT DATE:

12/12/2024

CERTIFICATE DATE:

04/01/2025

SUBMITTED DATE:

03/24/2025

FROM SUBCONTRACTOR:

Keystone Construction Services LLC
3361 178th Ct
Norwalk, Iowa 50211

SUBCONTRACT FOR:

BP #1 General & BP #7 Demo/Asbestos

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Subcontract. Continuation Sheet is attached.

1.	Original Contract Sum	\$958,900.00
2.	Net change by change orders	\$1,166.15
3.	Contract Sum to date (Line 1 ± 2)	\$960,066.15
4.	Total completed and stored to date (Column G on detail sheet)	\$289,226.50
5.	Retainage:	
	a. 5.00% of completed work	\$14,461.33
	b. 0.00% of stored material	\$0.00
	Total retainage (Line 5a + 5b or total in column I of detail sheet)	\$14,461.33
6.	Total earned less retainage (Line 4 less Line 5 Total)	\$274,765.17
7.	Less previous certificates for payment (Line 6 from prior certificate)	\$132,173.26
8.	Current payment due:	\$142,591.91
9.	Balance to finish, including retainage (Line 3 less Line 6)	\$685,300.98

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$0.00	\$0.00
Total approved this month:	\$1,166.15	\$0.00
Totals:	\$1,166.15	\$0.00
Net change by change orders:	\$1,166.15	

The undersigned certifies that to the best of the Subcontractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Subcontract Documents, that all amounts have been paid by the Subcontractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

SUBCONTRACTOR: Keystone Construction Services LLC

By: _____

State of: _____
County of: _____
Subscribed and sworn to before
me this _____ day of _____
Notary Public: _____
My commission expires: _____

Contract #SC-001 Clive C...

⋮

✕

✓

PM Review

3/31/2025 at 9:49 PM CDT

Decision Type

First responder decides

Result

Responders agree

Responded

▼ PM

> ✓ Drew Johnson:

Secondary Review

✓

Secondary Review

4/1/2025 at 8:06 AM CDT

Decision Type

First responder decides

Result

Responders agree

Responded

▼ Designer

> ✓ Thomas Thatcher: Approve

✓

Approved

4/1/2025 at 8:06 AM CDT

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

Contractor's signed Certification is attached.

Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 3

APPLICATION DATE: 03/25/2025

PERIOD: 03/01/25 - 03/31/25

Contract Lines

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	General Requirements	\$179,307.00	\$50,000.00	\$20,000.00	\$0.00	\$70,000.00	39.04%	\$109,307.00	\$3,500.00
2	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Temp Facilities and Controls	\$4,564.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$4,564.00	\$0.00
3	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Demolition	\$52,091.00	\$16,500.00	\$20,000.00	\$0.00	\$36,500.00	70.07%	\$15,591.00	\$1,825.00
4	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Asbestos Abatement	\$19,300.00	\$18,728.00	\$0.00	\$0.00	\$18,728.00	97.04%	\$572.00	\$936.40
5	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Cast-In-Place Concrete	\$12,130.00	\$9,278.00	\$0.00	\$0.00	\$9,278.00	76.49%	\$2,852.00	\$463.90
6	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Concrete Finishing	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,500.00	\$0.00
7	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Unit Masonry	\$34,800.00	\$11,500.00	\$12,000.00	\$0.00	\$23,500.00	67.53%	\$11,300.00	\$1,175.00
8	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Structural Steel Framing	\$20,910.00	\$0.00	\$6,000.00	\$0.00	\$6,000.00	28.69%	\$14,910.00	\$300.00
9	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Rough Carpentry	\$13,210.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$13,210.00	\$0.00
10	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Finish Carpentry	\$25,839.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$25,839.00	\$0.00
11	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Architectural Wood Casework	\$102,928.00	\$0.00	\$5,000.00	\$0.00	\$5,000.00	4.86%	\$97,928.00	\$250.00
12	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Firestopping	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,500.00	\$0.00
13	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Joint Sealants	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,500.00	\$0.00
14	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Hollow Metal Doors and Frames	\$67,780.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$67,780.00	\$0.00
15	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Access Doors and Panels	\$500.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$500.00	\$0.00
16	2-24100.000.Subcontract	Folding Grilles	\$9,580.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$9,580.00	\$0.00

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	BP #1 & BP#7 - General/Demo									
17	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Gypsum Board Assemblies	\$138,195.00	\$33,123.75	\$87,096.75	\$0.00	\$120,220.50	86.99%	\$17,974.50	\$6,011.03
18	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Tiling	\$43,982.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$43,982.00	\$0.00
19	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Acoustical Ceilings	\$93,250.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$93,250.00	\$0.00
20	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Resilient Flooring	\$47,620.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$47,620.00	\$0.00
21	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Moss Walls	\$15,042.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$15,042.00	\$0.00
22	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Painting	\$21,320.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$21,320.00	\$0.00
23	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Signage	\$2,499.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$2,499.00	\$0.00
24	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Wall and Door Protection	\$1,825.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,825.00	\$0.00
25	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Toilet/Bath/Laundry Accessories	\$10,050.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$10,050.00	\$0.00
26	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Emergency Aid Specialties	\$400.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$400.00	\$0.00
27	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Fire Protection Specialties	\$580.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$580.00	\$0.00
28	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Projection Screens	\$8,137.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$8,137.00	\$0.00
29	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Roller Window Shades	\$6,061.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$6,061.00	\$0.00
30	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Exterior Improvements	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$2,500.00	\$0.00
31	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Contingency	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$10,000.00	\$0.00
32	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	Touchup Painting Allowance	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$10,000.00	\$0.00
TOTALS:			\$958,900.00	\$139,129.75	\$150,096.75	\$0.00	\$289,226.50	30.16%	\$669,673.50	\$14,461.33

Change Orders

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
33	CCO # 001 Keystone Change Order #001								
33.1	PCO # 001 Keystone CO#1								
33.1.1	2-24100.000.Subcontract BP #1 & BP#7 - General/Demo	\$1,166.15	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,166.15	\$0.00
TOTALS:		\$1,166.15	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,166.15	\$0.00

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
GRAND TOTALS:		\$960,066.15	\$139,129.75	\$150,096.75	\$0.00	\$289,226.50	30.13%	\$670,839.65	\$14,461.33



CONDITIONAL LIEN WAIVER AND RELEASE UPON PROGRESS PAYMENT

KNOW ALL MEN BY THESE PRESENTS:

Upon receiving progress payment in the sum of **\$150,096.75** for the job Clive City Hall, receipt of which is hereby acknowledged, hereby waives, releases, satisfies all lien rights, claims or demands of any kind whatsoever, against the City of Clive, its successors and assigns, which the undersigned now has. This release covers a progress payment for labor, services, equipment or materials furnished to the City of Clive through **March 31, 2025**, only and does not cover any retention retained before or after the release date.

The undersigned warrants that he either has already paid or will use the monies he receives from this progress payment to promptly pay in full all of his laborers, subcontractors, materialmen and suppliers for all work, materials, equipment or services provided for or to the above referenced project up to the date of this waiver.

Dated: **March 31, 2025**

Company Name: **Keystone Construction Services, LLC.**

By: **Justin Menke**

Title: **President**

Signature: 



Memo

TO: Mayor and Council members

FROM: Matt McQuillen, City Manager

DATE: April 10, 2025

RE: Approve Pay Request #3 - Elite Fire Sprinkler Systems - City Hall-
Library Renovation Phase 1 Project - \$2,280

SYNOPSIS:

Staff is recommending approval of pay request #3 to Elite Fire Sprinkler Systems for construction completed on phase 1 of the City Hall & Library Renovation Project. Elite Fire is responsible for Prime Contract #6 – Fire Sprinkler. The pay request was reviewed by the City's Construction Manager and Architect prior to this consideration for approval.

Prime Construction Contract #6 – Fire Sprinkler

Contract Amount	\$	31,390.00	Contract Approved 12/12/24
Pay Request #1	\$	9,004.10	Approved 2/14/25
Pay Request #2	\$	16,256.40	Approved 3/13/25
Pay Request #3	\$	2,280.00	
Balance Remaining	\$	3,849.50	
5% Retainage Held	\$	1,449.50	
Total – Pay Request #3	\$	2,280.00	

Acct # 350-5750-6799

Attachments:

1. Elite Fire Sprinkler Pay App #3 March

TO CONTRACTOR:

DCI Group, Inc.
220 SE 6th Street, Suite 200
Des Moines, Iowa 50309

PROJECT:

Clive City Hall Renovation
1900 NW 114th St
Clive, Iowa 50325

APPLICATION NO:

3

INVOICE NO:

Pay App 3

PERIOD:

03/01/25 - 03/31/25

PROJECT NO:

23048

CONTRACT NO:

SC-006 Clive City Hall

CONTRACT DATE:

12/12/2024

CERTIFICATE DATE:

04/01/2025

SUBMITTED DATE:

FROM SUBCONTRACTOR:

Elite Fire Sprinkler Systems, Inc
1525 Ketelsen Dr Suite 100
Hiawatha, Iowa 52233

SUBCONTRACT FOR:

BP #6 Fire Sprinkler

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Subcontract. Continuation Sheet is attached.

1.	Original Contract Sum		\$31,390.00
2.	Net change by change orders		\$0.00
3.	Contract Sum to date (Line 1 ± 2)		\$31,390.00
4.	Total completed and stored to date (Column G on detail sheet)		\$28,990.00
5.	Retainage:		
	a. 5.00% of completed work	\$1,449.50	
	b. 0.00% of stored material	\$0.00	
	Total retainage (Line 5a + 5b or total in column I of detail sheet)		\$1,449.50
6.	Total earned less retainage (Line 4 less Line 5 Total)		\$27,540.50
7.	Less previous certificates for payment (Line 6 from prior certificate)		\$25,260.50
8.	Current payment due:		\$2,280.00
9.	Balance to finish, including retainage (Line 3 less Line 6)		\$3,849.50

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$0.00	\$0.00
Total approved this month:	\$0.00	\$0.00
Totals:	\$0.00	\$0.00
Net change by change orders:	\$0.00	

The undersigned certifies that to the best of the Subcontractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Subcontract Documents, that all amounts have been paid by the Subcontractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

SUBCONTRACTOR: Elite Fire Sprinkler Systems, Inc

By: _____

State of: _____

County of: _____

Subscribed and sworn to before
me this _____ day of _____

Notary Public: _____

My commission expires: _____

Contract #SC-006 Clive ...

Review

PM Review

3/31/2025 at 11:10 AM CDT

Decision Type

First responder decides

Result

Responders agree

Responded

PM

Drew Johnson:

Secondary Review

Secondary Review

3/31/2025 at 4:12 PM CDT

Decision Type

First responder decides

Result

Responders agree

Responded

Designer

Thomas Thatcher: Approve

Approved

3/31/2025 at 4:12 PM CDT

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.
Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 3
APPLICATION DATE: 03/25/2025
PERIOD: 03/01/25 - 03/31/25

Contract Lines										
A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	21-210000.000.Subcontract BP #6 Fire Sprinkler	Engineering	\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$4,000.00	100.00%	\$0.00	\$200.00
2	21-210000.000.Subcontract BP #6 Fire Sprinkler	Material	\$11,390.00	\$11,390.00	\$0.00	\$0.00	\$11,390.00	100.00%	\$0.00	\$569.50
3	21-210000.000.Subcontract BP #6 Fire Sprinkler	Labor	\$16,000.00	\$11,200.00	\$2,400.00	\$0.00	\$13,600.00	85.00%	\$2,400.00	\$680.00
TOTALS:			\$31,390.00	\$26,590.00	\$2,400.00	\$0.00	\$28,990.00	92.35%	\$2,400.00	\$1,449.50

Grand Totals										
A	B		C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK		SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
GRAND TOTALS:			\$31,390.00	\$26,590.00	\$2,400.00	\$0.00	\$28,990.00	92.35%	\$2,400.00	\$1,449.50

APPLICATION AND CERTIFICATE FOR PAYMENT

TO OWNER:

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

PROJECT:

Clive City Hall
1900 NW 114 Street
Clive, IA 50325

FROM CONTRACTOR:

Elite Fire Sprinkler Systems
1165 Industrial Avenue
Hiawatha, IA 52233

VIA ARCHITECT:

APPLICATION NO.:

3

PERIOD TO:

3/25/2025

PROJECT NOS.:

CONTRACT DATE:

CONTRACT FOR: CD-057

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. ORIGINAL CONTRACT SUM	\$31,390.00
2. Net change by Change Orders	\$0.00
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$31,390.00
4. TOTAL COMPLETED & STORED TO DATE	\$28,990.00
5. RETAINAGE:	
10 % of completed work (Column D & E on Continuation Sheet)	\$1,449.50
10 % of Stored Material (Column F on Continuation Sheet)	\$0.00
Total Retainage (Total in Column I on Continuation Sheet)	\$1,449.50
6. TOTAL EARNED LESS RETAINAGE	\$27,540.50
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$25,260.50
8. CURRENT PAYMENT DUE	\$2,280.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$3,849.50

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
		-	
TOTALS		-	-
NET CHANGES by Change Order		\$	-

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: Elite Fire Sprinkler Systems

By:

Date:

3/18/25

State of: Iowa
County of: Linn

Subscribed and Sworn to before
me this day of

Notary Public:

My Commission expires:

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED

(Attach explanation if amount certified differs from the amount applied for Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

ARCHITECT:

By:

Date:

CONTINUATION SHEET

JOB NAME: Clive City Hall
 APPLICATION NUMBER: 3
 APPLICATION DATE: 3/25/2025

CD-057

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETE FROM PREVIOUS APPLICATION (D+E)	WORK COMPLETE THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	PERCENT (G/C)	BALANCE TO FINISH (C-G)	RETAINAGE
01	Engineering	\$4,000.00	\$4,000.00			\$4,000.00	100.00%	\$0.00	\$200.00
02	Material	\$11,390.00	\$11,390.00			\$11,390.00	100.00%	\$0.00	\$569.50
03	Labor	\$16,000.00	\$11,200.00	\$2,400.00		\$13,600.00	85.00%	\$2,400.00	\$680.00
04									
05									
06									
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26									
27									
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29									
30									
31									
32									
33									
34									
		\$31,390.00	\$26,590.00	\$2,400.00	\$0.00	\$28,990.00	92.35%	\$2,400.00	\$1,449.50

CONDITIONAL WAIVER AND RELEASE ON PROGRESS PAYMENT

NOTICE: THIS DOCUMENT WAIVES THE CLAIMANT'S LIEN, STOP PAYMENT NOTICE, AND PAYMENT BOND RIGHTS EFFECTIVE ON RECEIPT OF PAYMENT. A PERSON SHOULD NOT RELY ON THIS DOCUMENT UNLESS SATISFIED THAT THE CLAIMANT HAS RECEIVED PAYMENT.

Identifying Information

Name of Claimant: Elite Fire Sprinkler Systems
Name of Customer: City of Clive
Job Location: 1900 NW 114 St, Clive, IA 50325
Owner: City of Clive
Through Date: 3/18/2025

Conditional Waiver and Release

This document waives and releases lien, stop payment notice, and payment bond rights the claimant has for labor and service provided, and equipment and material delivered, to the customer on this job through the Through Date of this document. Rights based upon labor or service provided, or equipment or material delivered, pursuant to a written change order that has been fully executed by the parties prior to the date that this document is signed by the claimant, are waived and released by this document, unless listed as an Exception below. This document is effective only on the claimant's receipt of payment from the financial institution on which the following check is drawn:

Maker of Check: City of Clive
Amount of Check: \$ \$2,280.00
Check Payable To: Elite Fire Sprinkler Systems

Exceptions

This document does not affect any of the following:

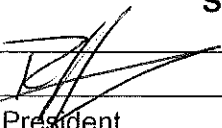
- (1) Retentions.
- (2) Extras for which the claimant has not received payment.
- (3) The following progress payments for which the claimant has previously given a conditional waiver and release but has not received payment:

Date(s) of waiver and release: 3/18/2025

Amount(s) of unpaid progress payment(s): \$ \$2,280.00

- (4) Contract rights, including (A) a right based on rescission, abandonment, or breach of contract, and (B) the right to recover compensation for work not compensated by the payment.

Signature

Claimant's Signature: 
Claimant's Title: President
Date of Signature: 3/19/2025



Memo

TO: Mayor and Council members

FROM: Alyssa Welling, Administrative Assistant

DATE: April 10, 2025

RE: Approve Pay Request #5 - Air-Con Mechanical Corp. - Greenbelt Landing Construction Project - \$36,390.18

SYNOPSIS:

Staff recommends approval of Pay Request #5 to Air-Con Mechanical Corp. for the work completed to date on the Greenbelt Landing Project.

Total contract amount: **\$388,703.00**

Pay Request #3: **\$36,390.18**

Total Requested to Date: **\$80,766.58**

Remaining contract amount: **\$307,936.42**

Attachments:

1. AirCon Pay App 05

TO CONTRACTOR:

DCI Group, Inc.
220 SE 6th Street, Suite 200
Des Moines, Iowa 50309

PROJECT:

Clive - Greenbelt Landing
1900 NW 114th St
Clive, Iowa 50325

APPLICATION NO: 5

INVOICE NO: 1858

PERIOD: 03/01/25 - 03/31/25

PROJECT NO: 23046

CONTRACT NO: SC-003 Clive Greenbelt
Landing

CONTRACT DATE: 09/12/2024

CERTIFICATE DATE: 03/31/2025

SUBMITTED DATE:

FROM SUBCONTRACTOR:

Air-Con Mechanical Corp.
3121 SE 14th Street
Des Moines, Iowa 50320

SUBCONTRACT FOR: AirCon Mechanical - BP #26

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Subcontract. Continuation Sheet is attached.

1.	Original Contract Sum	\$388,703.00
2.	Net change by change orders	\$0.00
3.	Contract Sum to date (Line 1 ± 2)	\$388,703.00
4.	Total completed and stored to date (Column G on detail sheet)	\$85,017.45
5.	Retainage:	
	a. 5.00% of completed work	\$4,250.87
	b. 0.00% of stored material	\$0.00
	Total retainage (Line 5a + 5b or total in column I of detail sheet)	\$4,250.87
6.	Total earned less retainage (Line 4 less Line 5 Total)	\$80,766.58
7.	Less previous certificates for payment (Line 6 from prior certificate)	\$44,376.40
8.	Current payment due:	\$36,390.18
9.	Balance to finish, including retainage (Line 3 less Line 6)	\$307,936.42

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$0.00	\$0.00
Total approved this month:	\$0.00	\$0.00
Totals:	\$0.00	\$0.00
Net change by change orders:	\$0.00	

The undersigned certifies that to the best of the Subcontractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Subcontract Documents, that all amounts have been paid by the Subcontractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

SUBCONTRACTOR: Air-Con Mechanical Corp.

By: Date:

State of:

County of:

Subscribed and sworn to before
me this day of

Notary Public:

My commission expires:

David Bruce Morrow

Digitally signed by David Bruce Morrow
DN: C=US,
E=bruce.morrow@smithgroup.com,
CN=David Bruce Morrow
Reason: I am approving this document
Date: 2025.04.01 17:15:07-05'00'

Drew Johnson

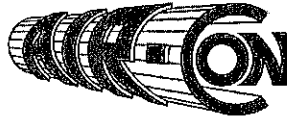
Digitally signed by Drew Johnson
DN: C=US,
E=drewj@dcigroup-us.com,
CN=Drew Johnson
Date: 2025.04.01 21:42:55-05'00'

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing
Contractor's signed Certification is attached.
Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 5
APPLICATION DATE: 03/25/2025
PERIOD: 03/01/25 - 03/31/25

Contract Lines										
A	B		C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	26-260000.000.Subcontract BP #26 - Electrical	Mobilization	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	100.00%	\$0.00	\$125.00
2	26-260000.000.Subcontract BP #26 - Electrical	Gear/Feeders	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$40,000.00	\$0.00
3	26-260000.000.Subcontract BP #26 - Electrical	Lighting	\$112,000.00	\$22,400.00	\$11,200.00	\$0.00	\$33,600.00	30.00%	\$78,400.00	\$1,680.00
4	26-260000.000.Subcontract BP #26 - Electrical	Lighting Controls	\$9,800.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$9,800.00	\$0.00
5	26-260000.000.Subcontract BP #26 - Electrical	Power	\$73,000.00	\$14,600.00	\$7,300.00	\$0.00	\$21,900.00	30.00%	\$51,100.00	\$1,095.00
6	26-260000.000.Subcontract BP #26 - Electrical	Data	\$20,000.00	\$0.00	\$8,000.00	\$0.00	\$8,000.00	40.00%	\$12,000.00	\$400.00
7	26-260000.000.Subcontract BP #26 - Electrical	Fire Alarm	\$9,500.00	\$3,325.00	\$0.00	\$0.00	\$3,325.00	35.00%	\$6,175.00	\$166.25
8	26-260000.000.Subcontract BP #26 - Electrical	Site Lighting	\$58,703.00	\$0.00	\$8,805.45	\$0.00	\$8,805.45	15.00%	\$49,897.55	\$440.27
9	26-260000.000.Subcontract BP #26 - Electrical	Underground	\$24,313.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$24,313.00	\$0.00
10	26-260000.000.Subcontract BP #26 - Electrical	Bonds	\$3,887.00	\$3,887.00	\$0.00	\$0.00	\$3,887.00	100.00%	\$0.00	\$194.35
11	26-260000.000.Subcontract BP #26 - Electrical	Engineering	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$5,000.00	\$0.00
12	26-260000.000.Subcontract BP #26 - Electrical	Concrete Bases	\$30,000.00	\$0.00	\$3,000.00	\$0.00	\$3,000.00	10.00%	\$27,000.00	\$150.00
TOTALS:			\$388,703.00	\$46,712.00	\$38,305.45	\$0.00	\$85,017.45	21.87%	\$303,685.55	\$4,250.87

Grand Totals										
A	B		C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK		SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
GRAND TOTALS:			\$388,703.00	\$46,712.00	\$38,305.45	\$0.00	\$85,017.45	21.87%	\$303,685.55	\$4,250.87



ELECTRIC, LLC

3121 S.E. 14th Street - Des Moines, IA. - 50320
(515) 243-5500 - FAX (515) 243-0126

PARTIAL LIEN WAIVER

Project: #SC-003 Clive Greenbelt Landing: Air Con Mechanical - BP #26
(N-24-2132)

WHEREAS THE UNDERSIGNED (☒) Contractor () Subcontractor ()
Supplier () Architect/Engineer _____ has provided labor, services, materials,
or equipment for the above project under an agreement with:

OWNER: DCI Group
220 SE 6th Street Suite 200
Des Moines, Iowa 50309

The undersigned does hereby waive and release all bond claims, liens, or project owner and
any sureties, for labor, services, material or equipment, as provided by the undersigned, but
only to the extent of payment received, as indicated and as limited below:

(☒) **CONDITIONAL Release:** This waiver and release is contingent upon receipt of
payment and final bank clearance of said remittance in the amount of \$36,390.18 (Invoice 1858
Draw # 5). The remittance identified as payment and endorsed by the undersigned marked
"Paid" or otherwise canceled by the bank against which said remittance was drawn, shall
constitute conclusive proof that said invoice or pay request was paid and that payment thereof
was received by the Undersigned, and thereupon this waiver and release shall become effective
automatically without the requirement of any further act, acknowledgment or receipt on the part
of the Undersigned.

() **UNCONDITIONAL Release:** The undersigned acknowledges receipt of payment in
the amount of \$ for labor, services, materials or equipment as described herein and does
hereby grant this release unconditionally.

Joe Davis Signature

Joe Davis Print Name

Vice-President Title

March 24, 2025 Date

CERTIFIED PAYROLL FORM

Air-Con Electric, LLC
3121 SE 14th Street
Des Moines, Iowa 50320
15
2/25/2025

Project and Location: DCI Greenbelt
Project or Contract #: SC-003 Clive Greenbelt Landing
Air-Con Mech Job #: N-24-2132

Payroll Number:
For Week Ending:

NAME, ADDRESS, AND SS# OF EMPLOYEE	# WITH OLD IN G EXEMPTIONS	OT OR REG	DAY & DATE							TOTAL HOURS	RATE OF PAY	GROSS AMOUNT EARNED (project)	GROSS AMOUNT EARNED (total)	DEDUCTIONS					NET WAGES PAID FOR WEEK
			2	2	2	2	2	2	2					FICA	FWH	SWH	OTHER	TOTAL DEDUCTIONS	
E. Kain xxx-xx-9531 Electrical Journeyman		OT								0.00		\$ -	\$ 1,778.00	\$ 202.51	\$ 136.01	\$ 45.26	\$ 320.04	\$ 703.82	\$ 1,074.18
		REG	7.00	8.00	6.00				7.00	7.00	\$ 44.45	\$ 1,555.75							
B. Skoog xxx-xx-1502 Electrical Apprentice		OT								0.00		\$ -	\$ 978.00	\$ 98.00	\$ 74.81	\$ 28.39	\$ 107.58	\$ 308.78	\$ 669.22
		REG	7.00	8.00	6.00				7.00	7.00	\$ 24.45	\$ 855.75							
		OT								0.00		\$ -						\$ -	\$ -
		REG								0.00		\$ -						\$ -	\$ -
		OT								0.00		\$ -						\$ -	\$ -
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		REG								0.00		\$ -						\$ -	\$ -
		OT								0.00		\$ -						\$ -	\$ -
		REG								0.00		\$ -						\$ -	\$ -

Date: 2/26/2025

I, do hereby state:

(1) That I pay or supervise the payment of the persons employed by **Air-Con Electric, LLC** on the project; that during the payroll period from **2/19/2025** to **2/25/2025** **Clive Greenbelt Landing SC-003** all persons employed on said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said Air-Con Mechanical Corporation from the full weekly wages earned by any person and that no deductions have been made either directly or indirectly from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 63 Stat. 108, 72 Stat. 967; 76 Stat. 357; 40 U.S.C. 276c), and described:

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers or mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a State apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, of if no such recognized agency exists in a State, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:

(a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS OR PROGRAMS
☒ in addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to appropriate programs for the benefit of such employees, except as noted in Section 4c below.

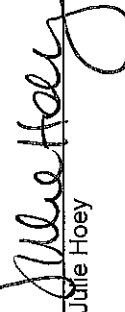
(b) WHERE FRINGE BENEFITS ARE PAID IN CASH
☐ each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in Section 4c below.

(c) EXCEPTIONS
EXCEPTION (CRAFT) EXPLANATION

REMARKS

Air-Con Electric, LLC Job# N-24-2132

SIGNATURE
NAME & TITLE


Julie Hoey

THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 231 OF TITLE 31 OF THE UNITED STATES CODE.

CERTIFIED PAYROLL FORM

Air-Con Electric, LLC
3121 SE 14th Street
Des Moines, Iowa 50320
16
3/4/2025

Project and Location: DCI Greenbelt
Project or Contract #: SC-003 Clive Greenbelt Landing
Air-Con Mech Job #: N-24-2132

Payroll Number:
For Week Ending:

NAME, ADDRESS, AND SS# OF EMPLOYEE	# WITH OLDIN G EXEMPTION S	OT OR REG	DAY & DATE							TOTAL HOURS	RATE OF PAY	GROSS AMOUNT EARNED (project)	GROSS AMOUNT EARNED (total)	DEDUCTIONS					NET WAGES PAID FOR WEEK
			26	27	28	1	2	3	3	3				FICA	FWH	SWH	OTHER	TOTAL DEDUCTIONS	
E. Kain Electrical Journeyman		OT										\$ -	\$ 1,738.55	\$ 193.41	\$ 132.61	\$ 43.69	\$ 312.04	\$ 681.75	\$ 1,056.80
		REG	5.00	8.00	7.00				8.00	7.00	\$ 44.45	\$ 1,555.75							
B. Skoog Electrical Apprentice		OT										\$ -	\$ 586.80	\$ 51.06	\$ 44.90	\$ 13.53	\$ 64.55	\$ 174.04	\$ 412.76
		REG	4.00	8.00	8.00					20.00	\$ 24.45	\$ 489.00							
R. Rousseau Electrical Apprentice		OT										\$ -	\$ 1,066.80	\$ 109.81	\$ 81.61	\$ 31.77	\$ 117.35	\$ 340.54	\$ 726.26
		REG								7.00	\$ 26.67	\$ 186.69							
		OT										\$ -						\$ -	\$ -
		REG										\$ -						\$ -	\$ -
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		OT										\$ -						\$ -	\$ -
		REG										\$ -						\$ -	\$ -

62.00

Date: 3/5/2025

I, do hereby state:

(1) That I pay or supervise the payment of the persons employed by **Air-Con Electric, LLC** on the **Clive Greenbelt Landing SC-003** project; that during the payroll period from **2/26/2025** to **3/4/2025** all persons employed on said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said Air-Con Mechanical Corporation from the full weekly wages earned by any person and that no deductions have been made either directly or indirectly from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 63 Stat. 108, 72 Stat. 967; 76 Stat. 357; 40 U.S.C. 276c), and described:

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers or mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a State apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, of if no such recognized agency exists in a State, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:

(a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS OR PROGRAMS
☒ in addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to appropriate programs for the benefit of such employees, except as noted in Section 4c below.

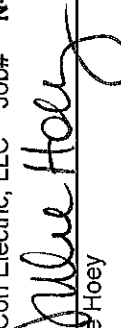
(b) WHERE FRINGE BENEFITS ARE PAID IN CASH
☐ each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in Section 4c below.

(c) EXCEPTIONS
EXCEPTION (CRAFT) EXPLANATION

REMARKS

Air-Con Electric, LLC Job# N-24-2132

SIGNATURE
NAME & TITLE


Julie Hoey

THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 231 OF TITLE 31 OF THE UNITED STATES CODE.



Memo

TO: Mayor and Council members

FROM: Doug Ollendike, Community Development Director

DATE: April 10, 2025

RE: Approve Pay Request #5 - University Boulevard Flood Mitigation-
Project Scoping Plan - Confluence, Inc. - \$52,439.75

SYNOPSIS:

Staff recommends approval of Pay Request #4 to Confluence, Inc. for work completed to date on the University Boulevard Flood Mitigation: Project Scoping Plan.

Original Contract Amount- \$420,430.00

Pay Request #1- \$2,400.00

Pay Request #2- \$24,089.42

Pay Request #3- \$27,076.40

Pay Request #4- \$44,410.25

Pay Request #5- \$52,439.75

Contract Balance- \$270,014.18

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. Pay Request #5_Invoice

Confluence, Inc
525 17th Street
Des Moines, IA 50309
515.288.4875

APPROVED FOR PAYMENT
BY 33011 MG
DATE 3/30/2025
ACCT # 349-5750-6407
ITEM PAY REQUEST #5
University Blvd Flood Mitigation -
Project Scoping Plan

City of Clive, IA
1900 NW 114th Street
Clive, IA 50325-7077
Doug Olendike

Invoice number 31475
Date 03/24/2025
Project **24278 University Boulevard Flood Mitigation Planning**

Professional Services through March 20, 2025

Send invoice to: dollendike@cityofclive.com

Invoice Summary

Description	Contract Amount	Prior Billed	Total Billed	Current Billed
TASK 1 - PROJECT MANAGEMENT	81,385.00	18,499.00	25,230.50	6,731.50
TASK 2 - PROJECT UNDERSTANDING	65,010.00	53,275.04	63,854.79	10,579.75
TASK 3 - TECHNICAL ANALYSIS & BCA UPDATE	84,455.00	24,503.53	41,478.53	16,975.00
TASK 4 - MITIGATION PROJECT EXPLORATION	189,580.00	1,698.50	19,852.00	18,153.50
REIMBURSABLE EXPENSES	0.00	0.00	0.00	0.00
Total	420,430.00	97,976.07	150,415.82	52,439.75

Task 1 - Project Management

Professional Fees

Billed Amount
2,550.00

Consultant

Billed Amount
2,276.50
1,905.00

Barr Engineering Company
Dewberry Engineers Inc.

Phase subtotal 6,731.50

Task 2 - Project Understanding

Professional Fees

Billed Amount
6.25

Consultant

Billed Amount
4,481.50
6,092.00

Barr Engineering Company
Dewberry Engineers Inc.

Phase subtotal 10,579.75

City of Clive, IA
Project 24278 University Boulevard Flood Mitigation Planning

Invoice number 31475
Date 03/24/2025

Task 3 - Technical Analysis & BCA Update

Professional Fees		Billed Amount
		2,067.50
Consultant		
		Billed Amount
Barr Engineering Company		13,187.00
Dewberry Engineers Inc.		1,720.50
	Phase subtotal	16,975.00

Task 4 - Mitigation Project Exploration

Consultant		Billed Amount
		18,153.50
Barr Engineering Company		
	Invoice total	52,439.75

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
31303	02/26/2025	44,410.25	44,410.25				
31475	03/24/2025	52,439.75	52,439.75				
	Total	96,850.00	96,850.00	0.00	0.00	0.00	0.00



Memo

TO: Mayor and Council members

FROM: Alyssa Welling, Administrative Assistant

DATE: April 10, 2025

RE: Approve Pay Request #6 - Keystone Construction Services LLC -
Greenbelt Landing Construction Project - \$14,796.25

SYNOPSIS:

Staff recommends approval of Pay Request #6 to Keystone Construction LLC for the work completed to date on the Greenbelt Landing Project.

Original contract amount: **\$2,518,000.00**

Change Order: **\$9,660.04**

Net Change by Change Orders: **\$9,660.04**

Total Contract Sum to Date: **\$2,527,660.04**

Pay Request #4: **\$14,796.25**

Total Requested to Date: **\$291,972.29**

Remaining contract amount: **\$2,235,687.75**

Attachments:

1. Keystone Pay App 06

TO CONTRACTOR:

DCI Group, Inc.
220 SE 6th Street, Suite 200
Des Moines, Iowa 50309

PROJECT:

Clive - Greenbelt Landing
1900 NW 114th St
Clive, Iowa 50325

APPLICATION NO: 6

INVOICE NO: #06 - March

PERIOD: 03/01/25 - 03/31/25

PROJECT NO: 23046

CONTRACT NO: SC-002 Clive Greenbelt
Landing

CONTRACT DATE: 09/26/2024

CERTIFICATE DATE: 03/31/2025

SUBMITTED DATE: 03/24/2025

FROM SUBCONTRACTOR:

Keystone Construction Services LLC
3361 178th Ct
Norwalk, Iowa 50211

SUBCONTRACT FOR: Keystone Construction - BP #6

SUBCONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Subcontract. Continuation Sheet is attached.

1.	Original Contract Sum	\$2,518,000.00
2.	Net change by change orders	\$9,660.04
3.	Contract Sum to date (Line 1 ± 2)	\$2,527,660.04
4.	Total completed and stored to date (Column G on detail sheet)	\$307,339.26
5.	Retainage:	
	a. 5.00% of completed work	\$6,085.00
	b. 5.00% of stored material	\$9,281.97
	Total retainage (Line 5a + 5b or total in column I of detail sheet)	\$15,366.97
6.	Total earned less retainage (Line 4 less Line 5 Total)	\$291,972.29
7.	Less previous certificates for payment (Line 6 from prior certificate)	\$277,176.04
8.	Current payment due:	\$14,796.25
9.	Balance to finish, including retainage (Line 3 less Line 6)	\$2,235,687.75

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$0.00	\$0.00
Total approved this month:	\$9,660.04	\$0.00
Totals:	\$9,660.04	\$0.00
Net change by change orders:	\$9,660.04	

The undersigned certifies that to the best of the Subcontractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Subcontract Documents, that all amounts have been paid by the Subcontractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

SUBCONTRACTOR: Keystone Construction Services LLC

By: _____ Date: _____

State of:

County of:

Subscribed and sworn to before
me this _____ day of _____

Notary Public:

My commission expires:

David Bruce Morrow

Digitally signed by David Bruce Morrow
DN: C=US,
E=bruce.morrow@smithgroup.com,
CN=David Bruce Morrow
Reason: I am approving this document
Date: 2025.04.01 08:09:59-05'00'

Drew Johnson

Digitally signed by Drew Johnson
DN: C=US,
E=drewj@dcigroup-us.com,
CN=Drew Johnson
Date: 2025.04.01 15:53:15-05'00'

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

Contractor's signed Certification is attached.

Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 6

APPLICATION DATE: 03/25/2025

PERIOD: 03/01/25 - 03/31/25

Contract Lines

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	6-60500.000.Subcontract BP# 6 General	General Requirements	\$341,983.73	\$59,885.00	\$10,000.00	\$0.00	\$69,885.00	20.44%	\$272,098.73	\$3,494.25
2	6-60500.000.Subcontract BP# 6 General	Temp Facilities and Controls	\$20,000.00	\$3,700.00	\$0.00	\$0.00	\$3,700.00	18.50%	\$16,300.00	\$185.00
3	6-60500.000.Subcontract BP# 6 General	Demolition	\$23,465.00	\$10,100.00	\$0.00	\$0.00	\$10,100.00	43.04%	\$13,365.00	\$505.00
4	6-60500.000.Subcontract BP# 6 General	Cast-in-Place Concrete	\$335,919.83	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$335,919.83	\$0.00
5	6-60500.000.Subcontract BP# 6 General	Unit Masonry	\$65,987.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$65,987.00	\$0.00
6	6-60500.000.Subcontract BP# 6 General	Cast Stone Masonry	\$19,050.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$19,050.00	\$0.00
7	6-60500.000.Subcontract BP# 6 General	Structural Steel Framing	\$367,700.00	\$0.00	\$2,800.00	\$10,400.00	\$13,200.00	3.59%	\$354,500.00	\$660.00
8	6-60500.000.Subcontract BP# 6 General	Rough Carpentry	\$10,346.50	\$5,300.00	\$0.00	\$0.00	\$5,300.00	51.23%	\$5,046.50	\$265.00
9	6-60500.000.Subcontract BP# 6 General	Finish Carpentry	\$49,682.19	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$49,682.19	\$0.00
10	6-60500.000.Subcontract BP# 6 General	Wood Decking	\$550,987.04	\$0.00	\$0.00	\$137,746.76	\$137,746.76	25.00%	\$413,240.28	\$6,887.34
11	6-60500.000.Subcontract BP# 6 General	Weather Barriers	\$2,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$2,000.00	\$0.00
12	6-60500.000.Subcontract BP# 6 General	Asphalt Shingles	\$31,170.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$31,170.00	\$0.00
13	6-60500.000.Subcontract BP# 6 General	Metal Wall Panels	\$22,875.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$22,875.00	\$0.00
14	6-60500.000.Subcontract BP# 6 General	Thermoplastic Membrane Roofing	\$17,579.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$17,579.00	\$0.00
15	6-60500.000.Subcontract BP# 6 General	Joint Sealants	\$1,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,500.00	\$0.00
16	6-60500.000.Subcontract BP# 6 General	Hollow Metal Doors and Frames	\$32,508.95	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$32,508.95	\$0.00
17	6-60500.000.Subcontract BP# 6 General	Aluminum-Framed Storefronts	\$66,810.00	\$1,770.00	\$0.00	\$0.00	\$1,770.00	2.65%	\$65,040.00	\$88.50
18	6-60500.000.Subcontract BP# 6 General	Gypsum Board Assemblies	\$217,630.00	\$25,370.00	\$0.00	\$0.00	\$25,370.00	11.66%	\$192,260.00	\$1,268.50
19	6-60500.000.Subcontract BP# 6 General	Tiling	\$97,740.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$97,740.00	\$0.00
20	6-60500.000.Subcontract BP# 6 General	Resilient Flooring	\$600.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$600.00	\$0.00
21	6-60500.000.Subcontract BP# 6 General	Painting	\$40,500.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$40,500.00	\$0.00
22	6-60500.000.Subcontract	Dimensional Letter Signage	\$3,898.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$3,898.00	\$0.00

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
	BP# 6 General									
23	6-60500.000.Subcontract BP# 6 General	Specialties	\$4,416.19	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$4,416.19	\$0.00
24	6-60500.000.Subcontract BP# 6 General	Toilet Compartments	\$6,618.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$6,618.00	\$0.00
25	6-60500.000.Subcontract BP# 6 General	Toilet/Bath/Laundry Access	\$4,950.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$4,950.00	\$0.00
26	6-60500.000.Subcontract BP# 6 General	Manufactured Fireplaces	\$49,990.00	\$0.00	\$0.00	\$37,492.50	\$37,492.50	75.00%	\$12,497.50	\$1,874.63
27	6-60500.000.Subcontract BP# 6 General	Fire Protection Specialties	\$322.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$322.00	\$0.00
28	6-60500.000.Subcontract BP# 6 General	Closet and Utility Shelving	\$5,454.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$5,454.00	\$0.00
29	6-60500.000.Subcontract BP# 6 General	Residential Kitchen Appliances	\$4,422.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$4,422.00	\$0.00
30	6-60500.000.Subcontract BP# 6 General	Projectors	\$10,565.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$10,565.00	\$0.00
31	6-60500.000.Subcontract BP# 6 General	Window Shades	\$14,488.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$14,488.00	\$0.00
32	6-60500.000.Subcontract BP# 6 General	Residential Casework	\$18,552.57	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$18,552.57	\$0.00
33	6-60500.000.Subcontract BP# 6 General	Decorative Metal Fences - Gates	\$48,710.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$48,710.00	\$0.00
34	6-60500.000.Subcontract BP# 6 General	Site Improvements	\$29,580.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$29,580.00	\$0.00
TOTALS:			\$2,518,000.00	\$106,125.00	\$12,800.00	\$185,639.26	\$304,564.26	12.10%	\$2,213,435.74	\$15,228.22

Change Orders

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
35	CCO # 001 Keystone Change Order #001								
35.1	PCO # 001 Keystone Change Order #01								
35.1.1	6-60500.000.Subcontract BP# 6 General	\$6,313.04	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$6,313.04	\$0.00
35.1.2	6-60500.000.Subcontract BP# 6 General	\$572.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$572.00	\$0.00
35.1.3	6-60500.000.Subcontract BP# 6 General Additional Fencing	\$2,775.00	\$0.00	\$2,775.00	\$0.00	\$2,775.00	100.00%	\$0.00	\$138.75
TOTALS:		\$9,660.04	\$0.00	\$2,775.00	\$0.00	\$2,775.00	28.73%	\$6,885.04	\$138.75

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
GRAND TOTALS:		\$2,527,660.04	\$106,125.00	\$15,575.00	\$185,639.26	\$307,339.26	12.16%	\$2,220,320.78	\$15,366.97



CONDITIONAL LIEN WAIVER AND RELEASE UPON PROGRESS PAYMENT

KNOW ALL MEN BY THESE PRESENTS:

Upon receiving progress payment in the sum of **\$15,575.00** for the job City of Clive Greenbelt Landing, receipt of which is hereby acknowledged, hereby waives, releases, satisfies all lien rights, claims or demands of any kind whatsoever, against the City of Clive, its successors and assigns, which the undersigned now has. This release covers a progress payment for labor, services, equipment or materials furnished to the City of Clive through **March 31, 2025**, only and does not cover any retention retained before or after the release date.

The undersigned warrants that he either has already paid or will use the monies he receives from this progress payment to promptly pay in full all of his laborers, subcontractors, materialmen and suppliers for all work, materials, equipment or services provided for or to the above referenced project up to the date of this waiver.

Dated: **March 31, 2025**

Company Name: **Keystone Construction Services, LLC.**

By: **Justin Menke**

Title: **President**

Signature: _____

Certified Payroll Report

Start Date: 02/24/2025
End Date: 03/24/2025
Payroll#:

Company: Keystone Construction Services, LLC.
1650 NW Gettysburg LN
Waukee IA 50263

Project: Greenbelt Landing
1801 NW 114th St
Clive IA 50325

**No work was performed on this
project for the pay period listed above.**

STATEMENT OF COMPLIANCE

(CERTIFICATION UNDER PENALTY OF PERJURY)

Date 03/31/2025 at Waukee, IA

I, JUSTIN MENKE do certify under penalty of perjury:

1) That all of the information in this report is true and correct.

2) That I pay or supervise the payment of the persons employed by Keystone Construction Services, LLC. on the Greenbelt Landing, that during the payroll of 02/24/2025 to 03/24/2025 all persons employed on said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly from the full wages earned by any person, other than permissible deductions, as described below:

FICA (Social Security), Medicare, Federal Income Taxes, State Income Taxes, State Disability (SDI), Court Ordered Wage Attachments, 401K Plans

3) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rate for laborers or mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

4) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a state apprenticeship agency.

5) That:

a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS

In addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to the appropriate programs for the benefit of such employees.

b) WHERE FRINGE BENEFITS ARE PAID IN CASH

Each laborer or mechanic listed in the above referenced payroll has been paid as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in section 5(c) below:

c) EXCEPTIONS

EXCEPTION (Trade)	EXPLANATION
Remarks	
Name and Title	Signature
JUSTIN MENKE	



Memo

TO: Mayor and Council members

FROM: Alyssa Welling, Administrative Assistant

DATE: April 10, 2025

RE: Approve Pay Request #6 - Central Iowa Mechanical - Greenbelt Landing Construction Project - \$30,443.10

SYNOPSIS:

Staff recommends approval of Pay Request #6 to Central Iowa Mechanical for the work completed to date on the Greenbelt Landing Project.

Original contract amount: **\$259,869.00**

Change Order: **\$2,640.37**

Net Change by Change Orders: **\$2,640.37**

Contract Sum to Date: **\$262,509.37**

Pay Request #4: **\$30,443.10**

Total Requested to Date: **\$160,257.61**

Remaining contract amount: **\$102,251.76**

Attachments:

1. CIM Pay App 06

TO CONTRACTOR:

DCI Group, Inc.
220 SE 6th Street, Suite 200
Des Moines, Iowa 50309

PROJECT:

Clive - Greenbelt Landing
1900 NW 114th St
Clive, Iowa 50325

APPLICATION NO: 6**INVOICE NO:** 2490850-6**PERIOD:** 03/01/25 - 03/31/25**PROJECT NO:** 23046**CONTRACT NO:** SC-001 Clive Greenbelt
Landing**CONTRACT DATE:** 09/12/2024**CERTIFICATE DATE:** 03/31/2025**SUBMITTED DATE:****FROM SUBCONTRACTOR:**

Central Iowa Mechanical
1720 Fuller Road
West Des Moines, Iowa 50265

SUBCONTRACT FOR: Central Iowa Mechanical - BP 22**SUBCONTRACTOR'S APPLICATION FOR PAYMENT**

Application is made for payment, as shown below, in connection with the Subcontract. Continuation Sheet is attached.

1.	Original Contract Sum	\$259,869.00
2.	Net change by change orders	\$2,640.37
3.	Contract Sum to date (Line 1 ± 2)	\$262,509.37
4.	Total completed and stored to date (Column G on detail sheet)	\$168,692.23
5.	Retainage:	
	a. 5.00% of completed work	\$8,434.62
	b. 0.00% of stored material	\$0.00
	Total retainage (Line 5a + 5b or total in column I of detail sheet)	\$8,434.62
6.	Total earned less retainage (Line 4 less Line 5 Total)	\$160,257.61
7.	Less previous certificates for payment (Line 6 from prior certificate)	\$129,814.51
8.	Current payment due:	\$30,443.10
9.	Balance to finish, including retainage (Line 3 less Line 6)	\$102,251.76

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$0.00	\$0.00
Total approved this month:	\$2,640.37	\$0.00
Totals:	\$2,640.37	\$0.00
Net change by change orders:	\$2,640.37	

The undersigned certifies that to the best of the Subcontractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Subcontract Documents, that all amounts have been paid by the Subcontractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

SUBCONTRACTOR: Central Iowa Mechanical

By: _____ Date: _____

State of:

County of:

Subscribed and sworn to before
me this _____ day of _____

Notary Public:

My commission expires:

David Bruce Morrow

Digitally signed by David Bruce Morrow
DN: C=US,
E=bruce.morrow@smithgroup.com,
CN=David Bruce Morrow
Reason: I am approving this document
Date: 2025.04.01 08:06:51-05'00'

Drew Johnson

Digitally signed by Drew Johnson
DN: C=US,
E=drewj@dcigroup-us.com,
CN=Drew Johnson
Date: 2025.04.01 15:53:39-05'00'

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

Contractor's signed Certification is attached.

Use Column I on Contracts where variable retainage for line items apply.

APPLICATION NUMBER: 6

APPLICATION DATE: 03/25/2025

PERIOD: 03/01/25 - 03/31/25

Contract Lines

A		B	C	D	E	F	G		H	I
ITEM NO.	BUDGET CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	%(G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	22-220000.000.Subcontract BP #22 Mechanical	Mobilization	\$13,468.00	\$13,468.00	\$0.00	\$0.00	\$13,468.00	100.00%	\$0.00	\$673.40
2	22-220000.000.Subcontract BP #22 Mechanical	Bonds and permits	\$3,798.00	\$3,798.00	\$0.00	\$0.00	\$3,798.00	100.00%	\$0.00	\$189.90
3	22-220000.000.Subcontract BP #22 Mechanical	Demo work	\$26,424.00	\$23,950.10	\$1,500.00	\$0.00	\$25,450.10	96.31%	\$973.90	\$1,272.51
4	22-220000.000.Subcontract BP #22 Mechanical	Plumbing Rough in	\$32,785.00	\$7,444.24	\$4,550.00	\$0.00	\$11,994.24	36.58%	\$20,790.76	\$599.71
5	22-220000.000.Subcontract BP #22 Mechanical	HVAC rough in	\$33,954.00	\$23,488.79	\$6,450.00	\$0.00	\$29,938.79	88.17%	\$4,015.21	\$1,496.94
6	22-220000.000.Subcontract BP #22 Mechanical	Concrete pads	\$7,790.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$7,790.00	\$0.00
7	22-220000.000.Subcontract BP #22 Mechanical	HVAC Equipment setting	\$90,915.00	\$59,497.73	\$12,405.00	\$0.00	\$71,902.73	79.09%	\$19,012.27	\$3,595.14
8	22-220000.000.Subcontract BP #22 Mechanical	Plumbing fixtures	\$11,154.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$11,154.00	\$0.00
9	22-220000.000.Subcontract BP #22 Mechanical	HVAC Trim out	\$2,549.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$2,549.00	\$0.00
10	22-220000.000.Subcontract BP #22 Mechanical	HVAC Start up	\$3,045.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$3,045.00	\$0.00
11	22-220000.000.Subcontract BP #22 Mechanical	Temperature controls	\$20,460.00	\$5,000.00	\$4,500.00	\$0.00	\$9,500.00	46.43%	\$10,960.00	\$475.00
12	22-220000.000.Subcontract BP #22 Mechanical	Test and Balance	\$3,940.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$3,940.00	\$0.00
13	22-220000.000.Subcontract BP #22 Mechanical	Insulation	\$7,300.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$7,300.00	\$0.00
14	22-220000.000.Subcontract BP #22 Mechanical	De mobilization	\$2,287.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$2,287.00	\$0.00
TOTALS:			\$259,869.00	\$136,646.86	\$29,405.00	\$0.00	\$166,051.86	63.90%	\$93,817.14	\$8,302.60

Change Orders

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
15	CCO # 001 Central Iowa Mechanical CO #1								
15.1	PCO # 001 CE #006 - Community Building S								
15.1.1	22-220000.000.Subcontract BP #22 Mechanical	\$2,640.37	\$0.00	\$2,640.37	\$0.00	\$2,640.37	100.00%	\$0.00	\$132.02
TOTALS:		\$2,640.37	\$0.00	\$2,640.37	\$0.00	\$2,640.37	100.00%	\$0.00	\$132.02

Grand Totals

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	APPROVED WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
GRAND TOTALS:		\$262,509.37	\$136,646.86	\$32,045.37	\$0.00	\$168,692.23	64.26%	\$93,817.14	\$8,434.62

APPLICATION AND CERTIFICATE FOR PAYMENT

PAGE ONE OF 4 PAGES

TO (OWNER): DCI Group

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

PROJECT: Clive Greenbelt Landing

1900 NW 114th
Clive, IA 50325

FROM (CONTRACTOR):

Central Iowa Mechanical
1720 Fuller Road
West Des Moines, IA 50265

ARCHITECT'S PROJECT #

CONTRACT FOR:

CONTRACT DATE: 9/12/24

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for Payment, as shown below, in connection with the Contract.

1	ORIGINAL CONTRACT SUM		\$259,869.00
2	Net change by Change Orders		\$2,640.00
3	CONTRACT SUM TO DATE (line 1 + 2)		\$262,509.00
4	TOTAL COMPLETED & STORED TO DATE		\$165,901.96
	(Column G on G703)		
5	RETAINAGE:		
a.	5% of Completed Work	8,295.10	
	(Column D + E on G703)		
b.	5% of Stored Material	0.00	
	(Column F on G703)		
	Total Retainage (Line 5a + 5b) or	8,295.10	
	c. PERCENTAGE	>> 5%	\$8,295.10
6	TOTAL EARNED LESS RETAINAGE		\$157,606.86
	(Line 4 less Line 5 Total)		
7	LESS PREVIOUS CERTIFICATE FOR PAYMENT (Line 6 From Prior certificate).		\$127,164.11
8	CURRENT PAYMENT DUE		\$30,442.75
9	BALANCE TO FINISH		\$104,902.14
	(Line 3 less Line 6)		

CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Total Change Orders approved in in previous months by Owner		\$0.00	\$0.00
Total approved this month		\$2,640.00	
TOTALS		\$2,640.00	\$0.00
NET CHANGES by change order			\$2,640.00

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that correct payment shown herein is now due.

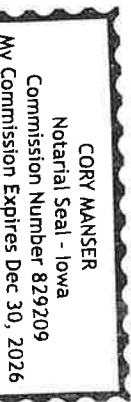
CONTRACTOR: Central Iowa Mechanical

State of: Iowa County of: Polk

Subscribed and sworn to before me this

24 day of March 25

Notary Public: My Commission expires:



ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief, the Work has progressed as indicated, the quality of the work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED

\$

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to conform to the amount certified.)

By:

Date:

CONTINUATION SHEET

Page 2 of 4 Pages

ATTACHMENT TO PAY APPLICATION

PROJECT:

Clive Greenbelt Landing

1900 NW 114th

Clive, IA 50325

APPLICATION AND CERTIFICATE FOR PAYMENT, containing
CONTRACTOR'S signed Certification is attached.

ARCHITECT'S PROJECT NO:
APPLICATION NUMBER: 6
APPLICATION DATE: 3/24/25
PERIOD TO: 3/31/25

In tabulations below, amounts are stated to the nearest dollar.

Item No.	Description of Work	Scheduled Value	Work Completed		Materials Presently Stored (Not in D or E)	Total Completed And Stored To Date (D + E + F)	% (G/C)	Balance To Finish (C - G)	Retainage
			From Previous Application (D + E + F)	This Period					
A	B	C	D	E	F	G		H	I
1	Mobilization	\$13,468	\$13,468			\$13,468	100.00%	\$0	\$673
2	bonds and permits	\$3,798	\$3,798			\$3,798	100.00%	\$0	\$190
3	Demo	\$26,424	\$21,160	\$1,500		\$22,660	85.76%	\$3,764	\$1,133
4	Plumbing Rough in	\$32,785	\$7,444	\$4,550		\$11,994	36.58%	\$20,791	\$600
5	HVAC Rough in	\$33,954	\$23,489	\$6,450		\$29,939	88.17%	\$4,015	\$1,497
6	Concrete pads	\$7,790	\$0			\$0	0.00%	\$7,790	\$0
7	HVAC equipment Setting	\$90,915	\$59,498	\$12,405		\$71,903	79.09%	\$19,012	\$3,595
8	Plumbing fixtures	\$11,154	\$0			\$0	0.00%	\$11,154	\$0
9	HVAC trim out	\$2,549	\$0			\$0	0.00%	\$2,549	\$0
10	HVAC start up	\$3,045	\$0			\$0	0.00%	\$3,045	\$0
11	Insulation sub	\$7,300	\$0			\$0	0.00%	\$7,300	\$0
12	Temperature controls sub	\$20,460	\$5,000	\$4,500		\$9,500	46.43%	\$10,960	\$475
13	Test and balance sub	\$3,940	\$0			\$0	0.00%	\$3,940	\$0
14	Demobilization	\$2,287	\$0			\$0	0.00%	\$2,287	\$0
15									
16	CO #1 Concrete	\$2,640	\$0	\$2,640		\$2,640	99.99%	\$0	\$132
17									
18									
19									
20									
21									
22									
23									
24									
25									
26									
27									
28									
	SUBTOTAL or TOTAL	\$262,509	\$133,857	\$32,045	\$0	\$165,902	63.20%	\$96,607	\$8,295

CENTRAL IOWA MECHANICAL
1720 FULLER ROAD
WEST DES MOINES, IA 50265
515-243-8126



Invoice #: 2490850-6
Client ID #: 1540
Date: 03/24/2025
Due Date: 05/08/2025

Remarks:

Clive Greenbelt Landing
City of Clive
1900 NW 114th
Clive IA 50325

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

Amount Due: \$30,442.75

Call Description: AIA #6

Completed Date:

Terms:

Client PO #:

Net 30 Days

Amount

Description

AIA #6

Demo

Plumbing Rough in
HVAC Rough in

HVAC equipment Setting

Temperature controls sub

CO #1 Concrete

Notes:

1,500.00
4,550.00
6,450.00
12,405.00
4,500.00
2,640.00

Please visit www.cimech.com
for online payment options.
PAY BILL ONLINE

Non-Taxable Amount: 32,045.00
Taxable Amount: 0.00
Sales Tax: 0.00
Retention: 1,602.25
Paid: 0.00
Amount Due: 30,442.75

A credit card fee will be assessed.

Department of Labor

Report Period: 02/17/2025 to 02/23/2025
Payroll#: 9

Company: Central Iowa Mechanical
1720 Fuller Road
West Des Moines IA 50265

Project: Clive Greenbelt Landing
City of Clive
1900 NW 114th
Clive IA 50325

Employee Information	No of Dep	Work Classification	M	T	W	T	F	S	S	Total Hours	Rate of Pay	Gross Amount	FICA	Fed Tax	State Tax	SDI	Other	Total	Net Wage	Payroll Check #
02/17 02/18 02/19 02/20 02/21 02/22 02/23																				
Sheets Matthew A	2	45 General	D																	
483-74-7417		O																		
121451 158th ave		S			0.50					0.50	47.86	23.93								
Indianola IA 50125																				
Total Payroll for Employee:												1,914.40	146.46	359.90	121.17	177.20		804.73	1,109.67	022725
Chambers Damon J		33 Foreman	D																	
479-02-7121		O																		
504 10th St		S				3.00				3.00	46.66	139.98								
Dallas Center IA 50063																				
Total Payroll for Employee:												1,773.08	135.64	219.19	58.61	82.46		495.90	1,277.18	022725
Mangra James E		45 Journey	D																	
480-21-3916		O																		
2621 E 39th Court		S		8.00						8.00	43.61	348.88								
Des Moines IA 50317																				
Total Payroll for Employee:												3,794.07	290.26	665.32	126.60	166.81		1,248.99	2,545.08	022725
Kenworthy Jack C		45 1st Year	D																	
479-35-1720		O																		
1305 2nd Ave SW		S		8.00						8.00	22.72	181.76								
Altoona IA 50009																				
Total Payroll for Employee:												2,090.59	159.93	298.66	70.67	101.81		631.07	1,459.52	022725

Report Period: 02/17/2025 to 02/23/2025

	M	T	W	T	F	S	S
	02/17	02/18	02/19	02/20	02/21	02/22	02/23

Total For All Employees:

Date 03/31/2025

I, James Keller Vice Pres.
(Name Of Signatory Party) (Title)

do hereby state:

(1) That I pay or supervise the payment of the persons employed by

Central Iowa Mechanical on the
(Contractor or Subcontractor)

Clive Greenbelt Landing; that during the payroll period of 02/17/2025 to 02/23/2025
(Building or Work)

all persons employed on said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said

Central Iowa Mechanical from the full
(Contractor or Subcontractor)

weekly wages earned by any person and that no deductions have been made either directly or indirectly from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 63 Stat. 108, 72 Stat. 967; 76 Stat. 357; 40 U.S.C. 276c), and described below:

FICA (Social Security), Medicare, Federal Income Taxes, State Income Taxes, State Disability (SDI), Court Ordered Wage Attachments, 401K Plans

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers or mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a state apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a state, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:

a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS

☒ In addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to the appropriate programs for the benefit of such employees, except as noted in Section 4(c) below.

b) WHERE FRINGE BENEFITS ARE PAID IN CASH

☐ Each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in Section 4(c) below.

c) EXCEPTIONS

Exception (Craft)	Explanation

Remarks:

Name and Title

James Keller, V.P.

Signature

THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 231 OF TITLE 31 OF THE UNITED STATES CODE.

Department of Labor

Report Period: 02/24/2025 to 03/02/2025
Payroll#: 10

Company: Central Iowa Mechanical
1720 Fuller Road
West Des Moines IA 50265

Project: Clive Greenbelt Landing
City of Clive
1900 NW 114th
Clive IA 50325

Employee Information	No of Dep	Work Classification	M	T	W	T	F	S	S	Total Hours	Rate of Pay	Gross Amount	FICA	Fed Tax	State Tax	SDI	Other	Total	Net Wage	Payroll Check #
02/24 02/25 02/26 02/27 02/28 03/01 03/02																				
Sheets Matthew A	2	45 General	D																	
483-74-7417		O																		
121451 158th ave		S	0.50				0.50			1.00	47.86	47.86								
Indianola IA 50125																				
Total Payroll for Employee:												1,914.40	146.45	359.90	121.17		177.20	804.72	1,109.68	030625
Fredrick Jacob D		45 3rd Year	D																	
508-35-7058		O																		
2709 Fayrdale Dr		S			8.00	8.00	8.00			24.00	26.85	644.40								
Des Moines IA 50320																				
Total Payroll for Employee:												1,074.00	82.16	111.40	32.04		83.58	309.18	764.82	030625
Mangra James E		45 Journey	D																	
480-21-3916		O																		
2621 E 39th Court		S			8.00	8.00	8.00			16.00	43.61	697.76								
Des Moines IA 50317																				
Total Payroll for Employee:												1,809.82	138.44	198.43	51.20		116.63	504.70	1,305.12	030625
Kenworthy Jack C		45 1st Year	D																	
479-35-1720		O																		
1305 2nd Ave SW		S			8.00	8.00	8.00			16.00	22.72	363.52								
Altoona IA 50009																				
Total Payroll for Employee:												942.88	72.13	73.94	27.06		71.06	244.19	698.69	030625

Report Period: 02/24/2025 to 03/02/2025

	M	T	W	T	F	S	S
	02/24	02/25	02/26	02/27	02/28	03/01	03/02

Total For All Employees:

Date 03/31/2025

I, James Keller Vice Pres.
(Name Of Signatory Party) (Title)

do hereby state:

(1) That I pay or supervise the payment of the persons employed by

Central Iowa Mechanical on the
(Contractor or Subcontractor)

Clive Greenbelt Landing; that during the payroll period of 02/24/2025 to 03/02/2025
(Building or Work)

all persons employed on said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said

Central Iowa Mechanical from the full
(Contractor or Subcontractor)

weekly wages earned by any person and that no deductions have been made either directly or indirectly from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 63 Stat. 108, 72 Stat. 967; 76 Stat. 357; 40 U.S.C. 276c), and described below:

FICA (Social Security), Medicare, Federal Income Taxes, State Income Taxes, State Disability (SDI), Court Ordered Wage Attachments, 401K Plans

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers or mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a state apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a state, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:

a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS

☒ In addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to the appropriate programs for the benefit of such employees, except as noted in Section 4(c) below.

b) WHERE FRINGE BENEFITS ARE PAID IN CASH

☐ Each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in Section 4(c) below.

c) EXCEPTIONS

Exception (Craft)	Explanation

Remarks:

Name and Title

James Keller, V.P.

Signature

THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 231 OF TITLE 31 OF THE UNITED STATES CODE.

Department of Labor

Report Period: 03/03/2025 to 03/09/2025
Payroll#: 11

Company: Central Iowa Mechanical
1720 Fuller Road
West Des Moines IA 50265

Project: Clive Greenbelt Landing
City of Clive
1900 NW 114th
Clive IA 50325

Employee Information	No of Dep	Work Classification	M	T	W	T	F	S	S	Total Hours	Rate of Pay	Gross Amount	FICA	Fed Tax	State Tax	SDI	Other	Total	Net Wage	Payroll Check #
03/03 03/04 03/05 03/06 03/07 03/08 03/09																				
Sheets Matthew A	2	45 General	D																	
483-74-7417		O																		
121451 158th ave		S	0.50	0.50						1.00	47.86	47.86								
Indianola IA 50125																				
Total Payroll for Employee:												1,818.68	139.13	338.84	117.53		168.34	763.84	1,054.84	031325
Fredrick Jacob D		45 3rd Year	D																	
508-35-7058		O																		
2709 Faydale Dr		S	8.00							8.00	26.85	214.80								
Des Moines IA 50320																				
Total Payroll for Employee:												859.20	65.74	83.75	23.88		71.74	245.11	614.09	031325
Mangra James E		45 Journey	D																	
480-21-3916		O																		
2621 E 39th Court		S	8.00	8.00						16.00	43.61	697.76								
Des Moines IA 50317																				
Total Payroll for Employee:												2,354.94	180.15	319.93	71.91		132.07	704.06	1,650.88	031325
Kenworthy Jack C		45 1st Year	D																	
479-35-1720		O																		
1305 2nd Ave SW		S	8.00	8.00						16.00	22.72	363.52								
Altoona IA 50009																				
Total Payroll for Employee:												727.04	55.62	48.04	18.86		59.99	182.51	544.53	031325

Department of Labor

Report Period: 03/03/2025 to 03/09/2025

Continued...

Employee Information	No of Dep	Work Classification	M	T	W	T	F	S	S	Total Hours	Rate of Pay	Gross Amount	FICA	Fed Tax	State Tax	SDI	Other	Total Wage	Net Payroll Check #
			03/03	03/04	03/05	03/06	03/07	03/08	03/09										
Total For All Employees:																			
D																			
O																			
S										24.50	16.50	1,323.94							
Total Payroll for All Employees:										41.00		5,759.86	440.64	790.56	232.18		432.14	1,895.52	3,864.34

Date 03/31/2025

I, James Keller Vice Pres.
(Name Of Signatory Party) (Title)

do hereby state:

(1) That I pay or supervise the payment of the persons employed by

Central Iowa Mechanical on the
(Contractor or Subcontractor)

Clive Greenbelt Landing; that during the payroll period of 03/03/2025 to 03/09/2025
(Building or Work)

all persons employed on said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said

Central Iowa Mechanical from the full
(Contractor or Subcontractor)

weekly wages earned by any person and that no deductions have been made either directly or indirectly from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 63 Stat. 108, 72 Stat. 967; 76 Stat. 357; 40 U.S.C. 276c), and described below:

FICA (Social Security), Medicare, Federal Income Taxes, State Income Taxes, State Disability (SDI), Court Ordered Wage Attachments, 401K Plans

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers or mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a state apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a state, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:

a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS

☒ In addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to the appropriate programs for the benefit of such employees, except as noted in Section 4(c) below.

b) WHERE FRINGE BENEFITS ARE PAID IN CASH

☐ Each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in Section 4(c) below.

c) EXCEPTIONS

Exception (Craft)	Explanation

Remarks:

Name and Title

James Keller, V.P.

Signature

THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1004 OF TITLE 18 AND SECTION 231 OF TITLE 31 OF THE UNITED STATES CODE.

Department of Labor

Report Period: 03/10/2025 to 03/16/2025
Payroll#: 12

Company: Central Iowa Mechanical
1720 Fuller Road
West Des Moines IA 50265

Project: Clive Greenbelt Landing
City of Clive
1900 NW 114th
Clive IA 50325

Employee Information	No of Dep	Work Classification	M	T	W	T	F	S	S	Total Hours	Rate of Pay	Gross Amount	FICA	Fed Tax	State Tax	SDI	Other	Total Wage	Net Wage	Payroll Check #
03/10 03/11 03/12 03/13 03/14 03/15 03/16																				
Ginther Christopher		33 Foreman	D																	
485-27-8311		O																		
3614 SW 8th St		S		7.00						7.00	46.66	326.62								
Des Moines IA 50315																				
Total Payroll for Employee:												1,866.40	142.78		53.35	101.80	297.93	1,568.47		032025
Sheets Matthew A	2	45 General	D																	
483-74-7417		O																		
121451 158th ave		S		0.50		0.50				1.00	47.86	47.86								
Indianola IA 50125																				
Total Payroll for Employee:												1,914.40	146.45	359.90	121.17	177.20	804.72	1,109.68		032025
Mangra James E		45 Journey	D																	
480-21-3916		O																		
2621 E 39th Court		S					2.00			2.00	43.61	87.22								
Des Moines IA 50317																				
Total Payroll for Employee:												1,744.40	133.45	184.04	48.71	114.70	480.90	1,263.50		032025
Total For All Employees:			D																	
			O																	
			S	7.50		0.50	2.00			10.00		461.70								
Total Payroll for All Employees:												5,525.20	422.68	543.94	223.23	393.70	1,583.55	3,941.65		

Date 03/31/2025

I, James Keller Vice Pres. (Name Of Signatory Party) (Title)

do hereby state:

(1) That I pay or supervise the payment of the persons employed by

Central Iowa Mechanical on the
(Contractor or Subcontractor)

Clive Greenbelt Landing; that during the payroll period of 03/10/2025 to 03/16/2025
(Building or Work)

all persons employed on said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said

Central Iowa Mechanical from the full
(Contractor or Subcontractor)

weekly wages earned by any person and that no deductions have been made either directly or indirectly from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 63 Stat. 108, 72 Stat. 967; 76 Stat. 357; 40 U.S.C. 276c), and described below:

FICA (Social Security), Medicare, Federal Income Taxes, State Income Taxes, State Disability (SDI), Court Ordered Wage Attachments, 401K Plans

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers or mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a state apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a state, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:

a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS

☒ In addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to the appropriate programs for the benefit of such employees, except as noted in Section 4(c) below.

b) WHERE FRINGE BENEFITS ARE PAID IN CASH

☐ Each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in Section 4(c) below.

c) EXCEPTIONS

Exception (Craft)	Explanation

Remarks:

Name and Title

James Keller, V.P.

Signature

THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 231 OF TITLE 31 OF THE UNITED STATES CODE.

Report Period: 03/17/2025 to 03/23/2025
Payroll#: 13

Project: Clive Greenbelt Landing
City of Clive
1900 NW 114th
Clive IA 50325

Total For All Employees:

Date 03/31/2025

I, James Keller Vice Pres. (Name Of Signatory Party) (Title)

do hereby state:

(1) That I pay or supervise the payment of the persons employed by

Central Iowa Mechanical (Contractor or Subcontractor) on the

Clive Greenbelt Landing; that during the payroll period of 03/17/2025 to 03/23/2025 (Building or Work)

all persons employed on said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said

Central Iowa Mechanical from the full (Contractor or Subcontractor)

weekly wages earned by any person and that no deductions have been made either directly or indirectly from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 63 Stat. 108, 72 Stat. 967; 76 Stat. 357; 40 U.S.C. 276c), and described below:

FICA (Social Security), Medicare, Federal Income Taxes, State Income Taxes, State Disability (SDI), Court Ordered Wage Attachments, 401K Plans

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers or mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a state apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a state, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:

a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS

☒ In addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to the appropriate programs for the benefit of such employees, except as noted in Section 4(c) below.

b) WHERE FRINGE BENEFITS ARE PAID IN CASH

☐ Each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in Section 4(c) below.

c) EXCEPTIONS

Exception (Craft)	Explanation

Remarks:

Name and Title

James Keller, V.P.

Signature

THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 231 OF TITLE 31 OF THE UNITED STATES CODE.

Department of Labor

Report Period: 03/24/2025 to 03/30/2025
Payroll#: 14

Company: Central Iowa Mechanical
1720 Fuller Road
West Des Moines IA 50265

Project: Clive Greenbelt Landing
City of Clive
1900 NW 114th
Clive IA 50325

Employee Information	No of Dep	Work Classification	M	T	W	T	F	S	S	Total Hours	Rate of Pay	Gross Amount	FICA	Fed Tax	State Tax	SDI	Other	Total	Net Wage	Payroll Check #
03/24 03/25 03/26 03/27 03/28 03/29 03/30																				
Sheets Matthew A	2	45 General	D																	
483-74-7417		O																		
121451 158th ave		S	0.50							0.50	47.86	23.93								
Indianola IA 50125																				
Total Payroll for Employee:												1,866.54	142.80	349.37	119.35		172.77	784.29	1,082.25	040325
Walker Eric J		45 Journey	D																	
479-13-1674		O																		
155 Dawn Street		S		5.00	6.00					11.00	41.31	454.41								
Hartford IA 50118																				
Total Payroll for Employee:												1,652.40	126.41	139.74	44.45		114.70	425.30	1,227.10	040325
McKinney, Jr Cloyd D		45 Journey	D																	
482-80-5507		O																		
3443 Eastwood Drive		S		5.00			2.00			7.00	41.31	289.17								
Des Moines IA 50317																				
Total Payroll for Employee:												1,652.40	126.41	222.26	74.02		114.70	537.39	1,115.01	040325
Adams Mason L		45 2nd Year	D																	
479-25-7107		O																		
3331 Brook Run Drive		S	3.00	6.00	4.00					13.00	24.79	322.27								
Des Moines IA 50317																				
Total Payroll for Employee:												594.96	45.52	32.19	13.84		55.62	147.17	447.79	040325

Department of Labor

Report Period: 03/24/2025 to 03/30/2025

Continued...

Employee Information	No of Dep	Work Classification	M	T	W	T	F	S	S	Total Hours	Rate of Pay	Gross Amount	FICA	Fed Tax	State Tax	SDI	Other	Total Wage	Net Payroll Check #
Troe Nicholas A		33 Foreman	D																
481-17-5055		O																	
421 S Story Street		S		2.00						2.00	46.66	93.32							
Boone IA 50036																			
Total Payroll for Employee:												1,726.42	132.07	128.77	47.26		80.29	388.39	040325
Total For All Employees:																			
		D																	
		O																	
		S	3.50	18.00	10.00		2.00			33.50		1,183.10							
Total Payroll for All Employees:												7,492.72	573.21	872.33	298.92		538.08	2,282.54	5,210.18

Date 03/31/2025

I, James Keller Vice Pres.
(Name Of Signatory Party) (Title)

do hereby state:

(1) That I pay or supervise the payment of the persons employed by

Central Iowa Mechanical on the
(Contractor or Subcontractor)

Clive Greenbelt Landing; that during the payroll period of 03/24/2025 to 03/30/2025
(Building or Work)

all persons employed on said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of said

Central Iowa Mechanical from the full
(Contractor or Subcontractor)

weekly wages earned by any person and that no deductions have been made either directly or indirectly from the full wages earned by any person, other than permissible deductions as defined in Regulations, Part 3 (29 CFR Subtitle A), issued by the Secretary of Labor under the Copeland Act, as amended (48 Stat. 948, 63 Stat. 108, 72 Stat. 967; 76 Stat. 357; 40 U.S.C. 276c), and described below:

FICA (Social Security), Medicare, Federal Income Taxes, State Income Taxes, State Disability (SDI), Court Ordered Wage Attachments, 401K Plans

(2) That any payrolls otherwise under this contract required to be submitted for the above period are correct and complete; that the wage rates for laborers or mechanics contained therein are not less than the applicable wage rates contained in any wage determination incorporated into the contract; that the classifications set forth therein for each laborer or mechanic conform with the work he performed.

(3) That any apprentices employed in the above period are duly registered in a bona fide apprenticeship program registered with a state apprenticeship agency recognized by the Bureau of Apprenticeship and Training, United States Department of Labor, or if no such recognized agency exists in a state, are registered with the Bureau of Apprenticeship and Training, United States Department of Labor.

(4) That:

a) WHERE FRINGE BENEFITS ARE PAID TO APPROVED PLANS, FUNDS, OR PROGRAMS

☒ In addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above referenced payroll, payments of fringe benefits as listed in the contract have been or will be made to the appropriate programs for the benefit of such employees, except as noted in Section 4(c) below.

b) WHERE FRINGE BENEFITS ARE PAID IN CASH

☐ Each laborer or mechanic listed in the above referenced payroll has been paid, as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in Section 4(c) below.

c) EXCEPTIONS

Exception (Craft)	Explanation

Remarks:

Name and Title

James Keller, V.P.

Signature

THE WILLFUL FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION. SEE SECTION 1001 OF TITLE 18 AND SECTION 231 OF TITLE 31 OF THE UNITED STATES CODE.



Memo

TO: Mayor and Council members

FROM: Rai Tokuhisa, Water Resource Engineer

DATE: April 10, 2025

RE: Approve Pay Request #7 – Iowa Earth Works - Little Walnut Creek Stream Stabilization East of Alice's Road - \$14,843.39

SYNOPSIS:

Staff recommends approval of Pay Request #7 to Iowa Earth Works for the work performed on the project: Little Walnut Creek Stream Stabilization East of Alice's Road (Resolution 2023-365 passed on 14 DEC 2023). This payment includes a correction for over payment on pay requests #1-3.

The construction contract status is as follows:

Original Contract Amount	\$ 762,452.95
Change Order #1:	\$ 41,175.00
Change Order #2:	\$ 2,250.00
Change Order #3:	\$ 29,700.00
Total Approved Agreement Amount:	\$ 835,577.95

Item - Council Date	Amount
Pay Request #1 - 3/14/2024	\$ 65,876.00
Pay Request #2 - 5/23/2024	\$ 17,100.00
Pay Request #3 - 6/13/2024	\$ 12,900.00
Pay Request #4 - 11/14/2024	\$ 227,814.04
Pay Request #5 - 12/12/2024	\$ 170,562.37
Pay Request #6 - 2/6/2025	\$ 49,448.64
Correction for PR # 1-3 - 4/10/2025	\$ (4,793.61)
Pay Request #7 - 4/10/2025	\$ 19,637.00
Paid to date:	\$ 543,701.05
Amount remaining on construction agreement:	\$ 291,876.90
Total requested to date:	\$ 558,544.44
Total amount due this pay request:	\$ 14,843.39
Amount remaining on construction agreement after this pay request:	\$ 277,033.51

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

Attachments:

1. Pay Request #7 - Iowa Earth Works



City of Clive

Payment Invoice

Little Walnut Creek, Stream Stabilization, East of Alices Road

Description Little Walnut Creek, Stream Stabilization, East of Alices Road
Payment Number 7
Pay Period 01/19/2025 to 03/29/2025
Approval Date 04/10/2025
Prime Contractor Iowa Earth Works
PO Box 112
HUXLEY, IA 50124
Payment Status Pending
Awarded Project Amount \$762,452.95
Authorized Amount \$835,577.95

Section: 1 Description

0070	23-007	ACRE	0.260	\$1,350.000	\$351.00
SEEDING, CONVENTIONAL, PERMANENT					
0080	23-008	EACH	1,400.000	\$9.900	\$13,860.00
PLANTS, LIVE STAKES, PERMANENT, ZONE 1					
0170	23-017	SY	1,258.700	\$3.450	\$4,342.52
COIR MAT 700 OR SIMILAR					
0180	23-018	SY	104.600	\$3.450	\$360.87
RECP, TYPE 1A COIR					
0370	23-037	TON	50.200	\$35.000	\$1,757.00
RIFFLE, ON-SITE HARVESTED SAND AND GRAVEL, MIX 1					

Section Total: \$20,671.39

Project Total: \$20,671.39

Summary

Current Approved Work:	\$20,671.39	Approved Work To Date:	\$587,942.38
Current Stockpile Advancement:	\$0.00	Stockpile Advancement To Date:	\$0.00
Current Stockpile Recovery:	\$0.00	Stockpile Recovery To Date:	\$0.00
Current Retainage:	\$1,033.57	Retainage To Date:	\$29,397.12
Current Retainage Released:	\$0.00	Retainage Released To Date:	\$0.00
Current Liquidated Damages:	\$0.00	Liquidated Damages To Date:	\$0.00
Current Adjustment:	\$0.00	Adjustments To Date:	\$0.00
Current Payment:	\$19,637.82	Payments To Date:	\$558,545.26
Previous Payment:	\$49,448.64	Previous Payments To Date:	\$538,907.44

Mayor, City of Clive	Date
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Project Engineer, Rai Tokuhisa	Date
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Field Engineer, Nolan Daft	Date
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	3-31-25
Contractor, Iowa Earth Works	Date



Memo

TO: Mayor and Council members

FROM: Jonathan Cygan, Civil Engineer

DATE: April 10, 2025

RE: Approve Pay Request #20 - Snyder & Associates - University
Boulevard Pump Station Improvements Project - \$2,998.75

SYNOPSIS:

At the March 24, 2022 City Council Meeting, the Council approved a Professional Services Agreement with Snyder & Associates for the design of improvements to the City's water pump station on University Boulevard. The pump station controls are outdated and the electric panels are located outside. The Consultant is working on the design and has submitted a request for pay. Staff recommends approval of Pay Request #20, in the amount of \$2,998.75 to Snyder & Associates, for professional services completed on the design for the University Boulevard Pump Station Improvements Project.

AGREEMENT

Original Approved Agreement Amount (3/24/22)	\$ 101,800.00
Approved Amendment #1 (11/14/24)	\$ 105,100.00
Current Approved Agreement Amount	\$ 206,900.00

PAY REQUEST SUMMARY

Pay Request #1 (8/11/22)	\$ 1,870.07
Pay Request #2 (8/11/22)	\$ 4,621.50
Pay Request #3 (9/8/22)	\$ 3,361.88
Pay Request #4 (10/13/22)	\$ 2,231.50
Pay Request #5 (1/12/23)	\$ 4,576.50
Pay Request #6 (6/8/23)	\$ 1,886.50
Pay Request #7 (7/13/23)	\$ 1,297.50
Pay Request #8 (8/10/23)	\$ 1,932.75
Pay Request #9 (10/12/23)	\$ 1,257.26
Pay Request #10 (11/9/23)	\$ 1,092.50
Pay Request #11 (1/11/24)	\$ 1,330.00
Pay Request #12 (9/12/24)	\$ 5,811.05
Pay Request #13 (9/12/24)	\$ 5,160.00
Pay Request #14 (10/10/24)	\$ 2,088.25
Pay Request #15 (11/14/24)	\$ 13,066.84
Pay Request #16 (12/12/24)	\$ 10,988.30
Pay Request #17 (1/9/25)	\$ 4,146.25
Pay Request #18 (2/6/25)	\$ 21,801.71
Pay Request #19 (3/13/25)	\$ 24,355.25
Pay Request #20 (4/10/25)	\$ 2,998.75
Total Requested to Date	\$ 115,874.36
Amount paid previously	\$ 112,875.61
Amount due this pay request	\$ 2,998.75

Amount remaining on Amended Agreement

\$ 91,025.64

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

Attachments:

1. Progress Report #20
2. Pay Request #20

March 27, 2025

Jeff May, P.E.
City of Clive Public Works
2123 NW 111th Street
Clive, IA 50325-3755

RE: UNIVERSITY BLVD. BOOSTER STATION FACILITY UPGRADE
PROGRESS REPORT No. 20

Mr. May,

This is a progress report for the above-referenced project. This report covers work during February 2025, which is reflected on the attached invoices for professional services. Services and tasks performed during this period include the following:

- Project management
- Plan production – 60% drawings were submitted February 12, 2025
- Survey – additional mapping utilities for fiber route near
- FEMA funding coordination

The current schedule for the project is shown below.

- ~~30% plans to City for review: November 22, 2024 December 10, 2024~~
- ~~60% plans to City for review: February 12, 2025~~
- ~~FEMA application: Conceptual Design and Budget for Iowa: February 17, 2025~~
- FEMA final application submission deadline: April 28, 2025
- FEMA review period: TBD
- Pre-order generator (if pre-order needed): Fall 2025
- Submit 90% plans, specs, OPC to City for review: July 2025
- Submit 100% plans, specs, OPC to Clive for bidding: October 2025
- Submit 100% plans, specs, summary memo to IDNR for construction permit: October 2025
- Letting: January 2026

We are currently 57% billed through the invoicing period described above. Should you have any questions on this update, please feel free to call or email me at your convenience. Thank you for the opportunity to provide professional services for the City of Clive.

Respectfully,
SNYDER & ASSOCIATES, INC.



Brett Paige, P.E.
Civil Engineer



INVOICE FOR PROFESSIONAL SERVICES

March 27, 2025

Jeff May
City of Clive
Public Works
2123 NW 111th Street
Clive, IA 50325-3755

Invoice No: 122.0393.01 - 20

Email jmay@cityofclive.com; jcygan@cityofclive.com
jhagelie@cityofclive.com

Project 122.0393.01 University Blvd. Booster Station Facility Upgrade

Professional Services through February 28, 2025

Basic Services

Administration
Hourly Services

	Hours	Rate	Amount	
Principal Engineer	.50	209.00	104.50	
Total Services	.50		104.50	
				104.50
		Task Subtotal		\$104.50

	Total	Prior	Current
Billings to Date	7,177.54	7,073.04	104.50

Survey
Hourly Services

	Hours	Rate	Amount	
Land Surveyor II	1.50	112.00	168.00	
Administrative II	.50	68.00	34.00	
Total Services	2.00		202.00	
				202.00
		Task Subtotal		\$202.00

	Total	Prior	Current
Billings to Date	8,711.82	8,509.82	202.00

Preliminary Design
Hourly Services

	Hours	Rate	Amount	
Technician VII	3.50	109.00	381.50	
Total Services	3.50		381.50	
				381.50
		Task Subtotal		\$381.50

	Total	Prior	Current
Billings to Date	73,389.00	73,007.50	381.50

Final Design

Task Subtotal	0.00
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REMIT TO: SNYDER & ASSOCIATES, INC.

Mailing: PO Box 1159 | Ankeny, IA 50021

Physical: 2727 SW Snyder Blvd. | Ankeny IA 50023

p: 888-964-2020 | f: 515-964-7938

Federal E.I.N. 42-1379015

SNYDER-ASSOCIATES.COM

Project	122.0393.01	Clv-UniversityBlvdBoosterStaFacilUpgrade	Invoice	20
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Permitting

			Task Subtotal	0.00
Billings to Date	Total 445.50	Prior 445.50	Current 0.00	

Bidding

			Task Subtotal	0.00
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Conceptual Design

			Task Subtotal	0.00
Billings to Date	Total 20,959.00	Prior 20,959.00	Current 0.00	

FEMA Grant Assistance

Hourly Services

		Hours	Rate	Amount	
Principal Engineer I		9.75	237.00	2,310.75	
Total Services		9.75		2,310.75	
					2,310.75
			Task Subtotal		\$2,310.75
Billings to Date	Total 3,258.75	Prior 948.00	Current 2,310.75		
Billing Limits		Current	Prior	To-Date	
Total Billings		2,998.75	110,942.86	113,941.61	
Limit				204,967.00	
Remaining				91,025.39	
			Phase Subtotal		\$2,998.75

Additional Services

City Water Demand Projection Updates

			Task Subtotal	0.00
	Total	Prior	Current	
Billings to Date	1,932.75	1,932.75	0.00	
Billing Limits		Current	Prior	To-Date
Total Billings		0.00	1,932.75	1,932.75
Limit				1,932.75
			Phase Subtotal	0.00

Amount Due this Invoice **\$2,998.75**

Outstanding Invoices

	Number	Date	Balance		
	19	2/26/2025	24,355.25		
	Total		24,355.25		
				Total Now Due	\$27,354.00
Billings to Date	Total 115,874.36	Prior 112,875.61	Current 2,998.75		

Project	122.0393.01	Civ-UniversityBlvdBoosterStaFacilUpgrade	Invoice	20
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Thank you. We appreciate the opportunity to serve you.

Accounts Receivable Inquiry: ar@snyder-associates.com

Project Manager: Brett Paige



Memo

TO: Mayor and Council members

FROM: Doug Ollendike, Community Development Director

DATE: April 10, 2025

RE: Resolution Approving Purchase Agreement - 7865 Drake Street - \$271,000.00

SYNOPSIS:

As directed through the approval of the University Boulevard Flood Mitigation Plan, staff have negotiated a purchase agreement with property owner at 7865 Drake Street. Susan Pattee has accepted a buyout at the purchase price of \$271,000. 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_7865 Drake Street
2. Purchase Agreement
3. Buyout_Exhibit_03302025

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE ACQUISITION OF PROPERTY
LOCATED AT 7865 DRAKE 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 7865 Drake 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 Susan Pattee, 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 March 27, 2025, (the "Effective Date") by and between the City of Clive, Iowa, an Iowa municipality ("Buyer") and Susan R. Pattee, a single person ("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-One Thousand Dollars and Zero Hundredths (\$271,000.00) (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 May 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"

A handwritten signature in cursive script, appearing to read "Susan R. Pattee", written over a horizontal line.

Susan R. Pattee

Address: 7865 Drake St., Clive, IA 50525

Phone: 515-707-5412

EXHIBIT A

PROPERTY

Lot 10 in Drake Plaza, an Official Plat, now included in and forming a part of the City of Clive, Polk County, Iowa.

Exhibit B

REAL ESTATE LEASE

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

RECITALS

- A. Landlord and Tenant entered into a Real Estate Purchase Agreement dated as of April 10, 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"

Susan Pattee

EXHIBIT A

7865 Drake Street

Real Property on which Premises is located:

Lot 10 in Drake Plaza, 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
1411 NW 78th 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 March 2025



Memo

TO: Mayor and Council members

FROM: Amanda Grutzmacher, Senior Planner

DATE: April 10, 2025

RE: Resolution Related to Emerald Isle Drive Public Improvements

SYNOPSIS:

In order to secure the final temporary construction easement required for the Emerald Isle Drive Public Improvements construction, an adjacent property owner has requested a written resolution that the project is not being completed as a special assessment. The resolution is consistent with the approved Zoning Change and Development Agreement that includes the Emerald Isle Drive Public Improvements obligations.

Staff recommends approval of the Resolution Related to Emerald Isle Drive Public Improvements.

If you have any questions or need additional information prior to the meeting contact Amanda at 515-223-6221 or agrutzmacher@cityofclive.com

Attachments:

1. Resolution

RESOLUTION NO. _____

RESOLUTION RELATED TO
EMERALD ISLE DRIVE PUBLIC IMPROVEMENTS

WHEREAS, a Zoning Change and Development Agreement executed by the City and IA8 – 156TH AND HICKMAN, LLC (“Property Owner”) was recorded August 16, 2023, with the Dallas County Recorder in Book 2023 Page 12045 (the “Development Agreement”), which requires Property Owner to construct certain Emerald Isle Drive Public Improvements as described in the Development Agreement (the “Public Improvements”); and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The City further represents and warrants that no portion of the costs associated with the Public Improvements shall be specially assessed to adjacent property owners as allowed under Code of Iowa Sections 384.37-384.79.

PASSED AND APPROVED this ____ day of _____, 2025.

By: _____
John Edwards, Mayor

ATTEST:

Matthew Graham, City Clerk



Memo

TO: Mayor and Council members

FROM:

DATE: April 10, 2025

RE: Resolution Approving Professional Services Agreement with Steam Starz for Summer 2025 Programming

SYNOPSIS:

Staff recommends approval of a contract agreement with Steam Starz, a local provider and expert in STEAM (Science, Technology, Engineering, Arts, Mathematics) programming. Staff is excited about this new relationship and the associated programming that will supplement our other recreation program offerings.

Attachments:

1. Resolution
2. 20250409084300352

RESOLUTION NO. _____

RESOLUTION APPROVING PROFESSIONAL SERVICES AGREEMENT WITH STEAM
STARZ LLC FOR SUMMER 2025 PROGRAMMING

WHEREAS, the City has a need for instructors with expertise in STEAM (Science, Technology, Engineering, Arts, and Mathematics) programming;

WHEREAS, the contractor will provide a service to the City, supplying programming, curriculum, and instructors/staffing; and

WHEREAS, the City is planning this agreement and the associated courses to supplement other recreation program offerings; and

WHEREAS, the City and Steam Starz both desire to enter a Professional Services Agreement to provide approximately five (5) months of programming.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

That the Professional Services Agreement with Steam Starz regarding STEAM programming is hereby approved and accepted by this City Council and the Mayor is hereby authorized and directed to execute said agreement on behalf of the City; and the City Clerk is hereby authorized and directed to attest to the signature of the Mayor to same.

PASSED AND APPROVED this ____ day of _____, 2025.

By _____
John Edwards, Mayor

ATTEST:

Matthew Graham, City Clerk



AGREEMENT FOR INDEPENDENT CONTRACTOR SERVICES

This Agreement for Independent Contractor Services (Agreement) is made and entered into by and between the City of Clive (City) and **Steam Starz** (Contractor) with an address of 3775 EP True Pkwy, STE 126, West Des Moines, IA 50265. City agrees to engage the services of Contractor and the Contractor agrees to perform services upon the terms and conditions of this Agreement.

SERVICES

Contractor and City have agreed to the following programs for fall 2024 at the **Harbach Community Center** (8505 Harbach Blvd, Clive, IA 50325) – Programs range for ages 4-8, min – 10 participants, max – 15 participants:

1. Extreme Weather Watchers – Tues and Thurs, 4/15 and 4/17- 6pm-7pm – Program cost: \$55.00
2. Junior Environmentalists – Tues and Thurs, 4/22 and 4/24- 6pm-7pm – Program cost: \$55.00
3. Slime Extravaganza - Mon-Thurs, 6/9-6/12 - 1pm-3:30pm – Program cost: \$150.00
4. Wizardy Camp - Mon-Thurs, 6/16-6/19 - 1pm-3:30pm – Program cost: \$150.00
5. Break it Build it - Mon-Thurs, 6/23-6/26 - 1pm-3:30pm – Program cost: \$160.00
6. Epic Explosion Camp - Mon-Thurs, 6/30-7/3 - 1pm-3:30pm – Program cost: \$150.00
7. Dinosaur Discovery - Mon-Thurs, 7/7-7/10 - 1pm-3:30pm – Program cost: \$150.00
8. Robot Explorers - Mon-Thurs, 7/14-7/17 - 1pm-3:30pm – Program cost: \$150.00
9. Astronomy Adventures- Mon-Thurs, 7/21-7/24 - 1pm-3:30pm – Program cost: \$150.00
10. Junior Chemists- Mon-Thurs, 7/29-7/31 - 1pm-3:30pm – Program cost: \$150.00
11. Roller Coaster Creators- Mon-Thurs, 8/11-8/14 - 1pm-3:30pm – Program cost: \$150.00

COMMUNICATION

Contractor will communicate primarily with Jeff Lucas, Manager, or Jon Gibbs, Recreation Coordinator, or their designee as the primary contact from City.

TERM & TERMINATION

The term of this Agreement shall commence upon execution of this Agreement and shall terminate upon the completion of the Services by Contractor, which will be approximately April 15, 2025 unless the term is extended by written consent of the parties or is earlier terminated by either party providing thirty (30) days prior written notice of termination to the other party. Upon termination, Contractor will stop its work in an orderly manner as soon as practical. City agrees to pay Contractor for all Services provided through the date of termination.

FEES, CHARGING, BILLING, & PAYMENT

City agrees to pay a 85/15 split, with 85% of proceeds to the Contractor for this first set of 2025 camps. In the event of cancellation, there will be no fees paid to the Contractor.

INDEPENDENT CONTRACTOR

It is understood that in connection herewith, Contractor shall be acting as an independent contractor and shall act only in the capacity of Contractor and not as employee, officer or agent of City and will not be deemed for any purpose to be an employee of City. Neither party shall be authorized to commit or bind the other party in any manner. Contractor shall have no power or right to incur liabilities or obligation for, on behalf of, or in the name of City. City shall not be

liable to Contractor for any expenses Contractor incurs unless otherwise agreed to in writing by the City. Contractor is not eligible for, nor entitled to, and shall not participate in any of City's pension, health, or other fringe benefits plans.

1. Contractor will perform a service to the citizens of Clive that would otherwise not be performed.
2. Contractor will have full authority to hire and supervise assistants and to purchase and use his/her own equipment in providing service.
3. Contractor may provide similar services for other Cities or citizens.
4. This relationship will end upon completion of services.

Contractor will be responsible to pay all taxes incurred by Contractor in connection with the services provided herein. City will not be responsible for unemployment compensation or worker's compensation for Contractor.

The City will report payments to Contractor to the IRS as required by law. Contractor will provide IRS form W-9 to City when this Agreement is signed. If Contractor is unable to perform services required by this Agreement, Contractor will notify City at the earliest possible time.

INDEMNITY

Each party agrees to indemnify and hold the other party, and each of their officers, directors, employees, agents, contractors and representatives harmless from and against any and all losses, claims or damages (including reasonable attorney's fees and expenses) arising out of or relating to this Agreement

ASSIGNMENT

This Agreement shall be binding upon each party. Neither party shall sell, assign, or subcontract any right or obligation hereunder without the prior written consent of the other party.

NOTICES

Any notices required or permitted hereunder shall be deemed given if contained in a written instrument delivered at the address set forth below.

SEVERABILITY

If any of the provisions of this Agreement are held to be invalid or unenforceable, the validity, legality and enforceability of the remaining provisions of this Agreement shall not in any way be affected or impaired thereby.

ENTIRE AGREEMENT

This Agreement constitutes the entire agreement with respect to its subject matter. This agreement cannot be amended, modified or supplemented in any respect except by subsequent written agreement entered into by the parties.

GOVERNING LAW

This Agreement has been executed and delivered in the State of Iowa and the interpretation thereof shall be governed by the laws of the State of Iowa.

DISCRIMINATION

The Contractor, in performance of their service for City, shall comply with the City of Clive Anti-Discrimination Policy.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the 27 day of March, 2025

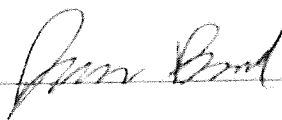
Mayor of Clive, Iowa

Independent Contractor

Print: _____

Print: Janice Beard-STEAM
STARZ

Sign: _____

Sign: 

Title: _____

1900 NW 114th Street
Clive, Iowa 50325

Address: 3775 EP. True Pump St.
West Des Moines, IA 50265

SSN/FEIN: 93-217-3005



Memo

TO: Mayor and Council members

FROM: Amanda Grutzmacher, Senior Planner

DATE: April 10, 2025

RE: Resolution Approving Second Amendment to Second Amended Declaration of Easements, Restrictions and Covenants for Berkshire Commons Office Park

SYNOPSIS:

GENERAL INFORMATION

Applicant: Weissenburger Real Estate, LLC

Requested Action: Approve amendment to covenants

Location: 16400 Sheridan Avenue

Lot 15, Berkshire Commons Office Park Plat 1

BACKGROUND

The petitioners, Weissenburger Real Estate, LLC, is requesting approval of a covenant amendment for Berkshire Commons Office Park that would modify the maximum permitted building square footage from 4,500 square feet to 6,000 square feet for Lot 15 in Berkshire Commons Office Park Plat 1. The applicant has submitted a site plan amendment for an approximately 1,000 square feet addition to the current Weissenburger Investments and Financial Planning office resulting in a total building size of approximately 5,500 square feet. The amendment has been signed by the owners of all of the properties in the Berkshire Commons Office Park Plat 1 and Plat 2, which includes all property within 310-feet of 16400 Sheridan Avenue.

STAFF RECOMMENDATION

Planning and Zoning Commission considered the amendment at the April 1, 2025, meeting and unanimously recommended approval.

Staff recommends approval of the Second Amendment to the Second Amended Declaration of Easements, Restrictions and Covenants for Berkshire Commons Office Park.

Please contact Amanda at 515-223-6221 or agrutzmacher@cityofclive.com if you have questions or need additional information prior to the meeting.

Attachments:

1. Resolution
2. Second Amendment to Covenants

RESOLUTION APPROVING SECOND AMENDMENT TO SECOND AMENDED
DECLARATION OF EASEMENTS, RESTRICTIONS AND COVENANTS FOR
BERKSHIRE COMMONS OFFICE PARK

WHEREAS, a Second Amended Declaration of Easements, Restrictions and Covenants, for Berkshire Commons Office Park (herein after the “Original Declaration”) was filed in the records of the Dallas County Recorder at Book 2015 Page 17605 establishing the covenants on all lots in Berkshire Commons Office Park Plats 1 and 2, both Official Plats, now included in and forming a part of the City of Clive, Dallas County, Iowa; and

WHEREAS, a First Amendment to the Second Amended Declaration of Easements, Restrictions and Covenants, for Berkshire Commons Office Park (herein after the “First Amendment”) was filed in the records of the Dallas County Recorder at Book 2023, Page 13736; and

WHEREAS, ADDA Properties, LLC, an Iowa limited liability company, Berkshire Office, LLC, an Iowa limited liability company, C & S Commercial, LLC, an Iowa limited liability company, Iowa Great Lakes Property, LLC, an Iowa limited liability company, Jasmina Pajazetovic, an individual, IC2DM, LLC, an Iowa limited liability company, KRM Capital, LLC, an Iowa limited liability company, Luana Bancorporation, Inc., an Iowa corporation, a/k/a Luana Savings Bank, NC Investments, LLC, an Iowa limited liability company, Summerteeth, LLC, an Iowa limited liability company, Two Peds & A Pod, LC, an Iowa limited liability company, Covenant Group, LLC, an Iowa limited liability company, and Weissenburger Real Estate, LLC, an Iowa limited liability company (herein after, collectively the “Property Owners”), are the owners of certain property located in the City of Clive, more particularly described as Berkshire Commons Office Park Plat 1 and 2; and

WHEREAS, the Property Owners now desire to amend certain provisions of the Declaration to modify the allowed maximum building square footage; and

WHEREAS, the Property Owners have submitted to the City of Clive a Second Amendment to Second Amended Declaration of Easements, Restrictions and Covenants for Berkshire Commons Office Park (“Amendment”); and

WHEREAS, the City of Clive desires to approve the Amendment.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

That the Amendment to the Declaration submitted by the Owners is hereby approved and accepted by the City of Clive, and this Resolution shall constitute the written approval of the City of the Amendment.

PASSED AND APPROVED this ____day of April, 2025.

John Edwards, Mayor

ATTEST:

Matthew Graham, City Clerk

SECOND AMENDMENT TO
SECOND AMENDED DECLARATION OF EASEMENTS, RESTRICTIONS AND
COVENANTS FOR BERKSHIRE COMMONS OFFICE PARK

THIS SECOND AMENDMENT TO SECOND AMENDED DECLARATION OF EASEMENTS, RESTRICTIONS AND COVENANTS FOR BERSHIRE COMMONS OFFICE PARK (the "Second Amendment") is made and entered into as of the dates set forth herein by ADDA Properties, LLC, an Iowa limited liability company; Berkshire Office, LLC, an Iowa limited liability company; C & S Commercial, LLC, and Iowa limited liability company; Covenant Group, LLC, an Iowa limited liability company; IC2DM, LLC, an Iowa limited liability company; Jasmina Pajazetovic; Iowa Great Lakes Property, LLC, an Iowa Limited Liability Company; KRM Capital, LLC, an Iowa limited liability company; Luana Bancorporation, Inc., an Iowa corporation, a/k/a Luana Savings Bank; NC Investments, LLC, an Iowa limited liability company; Summerteeth, LLC, an Iowa lited liability company; Two Peds & A Pod, LC, an Iowa limited liability company; and Weissenburger Real Estate, LLC, an Iowa limited liability company (referred to herein as "Owner" or collectively referred to "Owners").

RECITALS:

WHEREAS, the Owners each own one of more Lots situated within those certain subdivisions in the City of Clive, Dallas County, Iowa known as Berkshire Commons Office Park Plat 1, and/or Berkshire Commons Office Park Plat 2, the specific Lots of which owned by and applicable to each Owner are indicated on each of the signature pages of this Second Amendment; and

WHEREAS, the Property is subject to the terms and conditions set forth in that certain Second Amendment and Restated Declaration of Easements, Restrictions and Covenants for Berkshire Commons Office Park dated as of July 31, 2015, and recorded in Office of the Dallas County Recorder on October 28, 2015, and recorded in Book 2015, Page 17605 (the "**Declaration**"); and amended by a First Amendment recorded on September 15, 2023 in Book 2023 page 13736; and

WHEREAS, pursuant to Article VI, Section 6.01(c) this Declaration sets forth certain requirements in connection with the maximum building size which the Owners have agreed to amend with respect to Lot 15 in Berkshire Commons Office Park Plat 1 owned by Weissenburger Real Estate, LLC, in accordance with the terms of this Second Amendment; and

WHEREAS, in accordance with the terms of the Declaration, the Owners must obtain the consent for and approval of the City of Clive, Iowa to amend the Declaration.

The undersigned hereby amend the Restated Declaration of Easements, Restrictions and Covenants for Berkshire Commons Office Park as follows:

1. Building Size. Article VI, Section 6.01(c) is hereby amended to increase the maximum building size for the building situated on Lot 15 in Berkshire Commons Office Park Plat 1, from 4,500 square feet to 6,000 square feet in order to allow an addition to the building situated on said Lot.
2. Defined Terms. Recitals. All capitalized terms which are not defined herein shall have the same meaning ascribed thereto in the Declaration. The foregoing recitals are incorporated herein by this reference.
3. Declaration in Full Force and Effect. Except as specifically amended by this Second Amendment as set forth herein and a previously executed and recorded First Amendment, the Declaration shall remain in full force and effect.

IN WITNESS WHEREOF, the City of Clive, Iowa has duly executed this First Amendment to indicate its Consent and Approval to the Second Amendment on the date written below.

CITY OF CLIVE, IOWA

By: _____

Attest:

City Clerk

STATE OF IOWA)
) ss:
COUNTY OF POLK)

On this ____ day of _____, 2024, before me, the undersigned a Notary Public in and for the State of Iowa, personally appeared _____ and _____, 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 instrument was signed and sealed on behalf of the City of Clive, Iowa, by authority of the City Council, and that _____ and _____ acknowledge the execution of the instrument to be their voluntary act and deed and the voluntary act and deed of the City, by it voluntarily executed.

Notary Public in and for the State of Iowa
My Commission expires _____

IN WITNESS WHEREOF, the Owner of the Lots set forth as follows has duly executed this Second Amendment as of the date written below.

Lots 1 and 2, Berkshire Commons Office Park Plat 1, an Official Plat, now included in and forming a part of the City of Clive, Dallas County, Iowa

Locally known as 2320 Berkshire Parkway and 2400 Berkshire Parkway, Clive, Iowa.

OWNER:

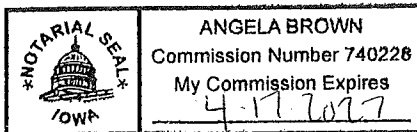
IC2DM, LLC,
an Iowa limited liability company
115 Iowa Ave., Iowa City, Iowa 52240

By: [Signature]
Name: BRIAN FLYNN
Its: MEMBER

Date: 10/16/24

STATE OF IOWA)
) ss:
COUNTY OF POLK)

This record was acknowledged before me by Brian Flynn on this 16 day of October, 2024



[Signature]
Notary Public in and for the State of Iowa
My Commission expires 4-17-2027

IN WITNESS WHEREOF, the Owner of the Lot set forth as follows has duly executed this Second Amendment as of the date written below.

Lot 2, Berkshire Commons Office Park Plat 2, an Official Plat, now included in and forming a part of the City of Clive, Dallas County, Iowa

Locally known as 16363 Holcomb Court, Clive, Iowa.

OWNER:

C&S Commercial, LLC
an Iowa limited liability company
4704 154th St, Urbandale, Iowa 50323

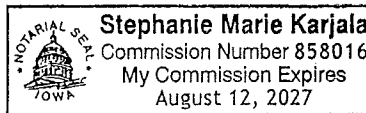
By: Chris Harlan

Name: Chris Harlan

Its: President

Date: 11-14-24

STATE OF IOWA)
) SS:
COUNTY OF _____)



This record was acknowledged before me by Chris Harlan on this 14 day of November, 2024

Stephanie Marie Karjala
Notary Public in and for the State of Iowa
My Commission expires August 12, 2027

IN WITNESS WHEREOF, the Owner of the Lots set forth as follows has duly executed this Second Amendment as of the date written below:

Lots 4, 8, and 13, Berkshire Commons Office Park Plat 1, an Official Plat, now included in and forming a part of the City of Clive, Dallas County, Iowa and Lots 1 and 3, Berkshire Commons Office Park Plat 2, an Official Plat, now included in and forming a part of the City of Clive, Dallas County, Iowa.

Locally known as 2560 Berkshire Pkwy, 2675 Berkshire Pkwy, 16340 Sheridan Avenue, 16300 Sheridan Avenue, and 16355 Holcomb Court, Clive, Iowa.

OWNER:

Berkshire Office, LLC,
an Iowa limited liability company

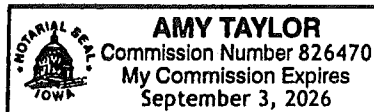
By: Signature Real Estate Services, Inc.,
an Iowa corporation, its Manager

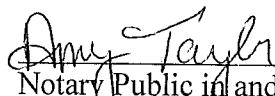
By: 
Name: David I. Hansen
Its: President

Date: November 14, 2024

STATE OF IOWA)
) ss:
COUNTY OF POLK)

This record was acknowledged before me on this 14 day of November, 2024, by David I. Hansen, President of Signature Real Estate Services, Inc., Manager of Berkshire Office, LLC.




Notary Public in and for the State of Iowa
My Commission expires September 3, 2026

IN WITNESS WHEREOF, the Owner of the Lots set forth as follows has duly executed this Second Amendment as of the date written below.

Lots 4 and 5, Berkshire Commons Office Park Plat 2, an Official Plat, now included in and forming a part of the City of Clive, Dallas County, Iowa

Locally known as 16350 Holcomb Court and 16390 Holcomb Court, Clive, Iowa.

OWNER:

Luana Bancorporation,
an Iowa corporation a/k/a Luana Savings Bank
100 Harvest Drive, Luana, Iowa 52156

By:

Name:

Shane Greenleaf

Its:

EVP

Date:

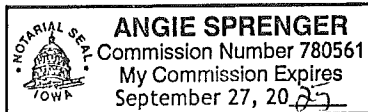
10/4/24

STATE OF IOWA)

COUNTY OF Dallas) ss:

This record was acknowledged before me by Shane Greenleaf on this 4 day of October, 2024

Angie Sprenger
Notary Public in and for the State of Iowa
My Commission expires 9-27-25



IN WITNESS WHEREOF, the Owner of the Lot set forth as follows has duly executed this First Amendment as of the date written below.

Lot 5, Berkshire Commons Office Park Plat 1, an Official Plat, now included in and forming a part of the City of Clive, Dallas County, Iowa

Locally known as 2640 Berkshire Parkway, Clive, Iowa.

OWNER:

Covenant Group, LLC
an Iowa limited liability company
2635 Berkshire Parkway, Ste. 202
Clive, Iowa 50325

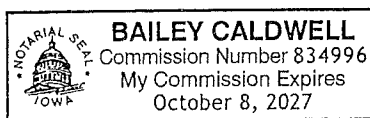
By: [Signature]
Name: Brian Fliether
Its: Partner

Date: 11/12/2024

STATE OF IOWA)
) ss:
COUNTY OF Dallas)

This record was acknowledged before me by Brian Fliether on this 12th day of November, 2024

[Signature: Bailey Caldwell]
Notary Public in and for the State of Iowa
My Commission expires 10/8/27



IN WITNESS WHEREOF, the Owner of the Lot set forth as follows has duly executed this Second Amendment as of the date written below.

Lots 6 and 7, Berkshire Commons Office Park Plat 1, an Official Plat, now included in and forming a part of the City of Clive, Dallas County, Iowa

Locally known as 2660 Berkshire Parkway and 2680 Berkshire Parkway, Clive, Iowa.

OWNER:

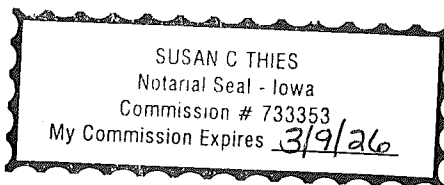
KRM Capital, LLC
an Iowa limited liability company
2680 Berkshire Parkway, Ste. 100
Clive, Iowa 50325

By: [Signature]
Name: Steven Keagy
Its: Managing Partner
Date: 10-30-24

STATE OF IOWA)
) ss:
COUNTY OF Polk)

This record was acknowledged before me by Steven Keagy on this 30 day of October, 2024

[Signature: Susan C Thies]
Notary Public in and for the State of Iowa
My Commission expires 3/9/26



IN WITNESS WHEREOF, the Owner of the Lot set forth as follows has duly executed this Second Amendment as of the date written below.

Lot 9, Berkshire Commons Office Park Plat 1, an Official Plat, now included in and forming a part of the City of Clive, Dallas County, Iowa

Locally known as 2635 Berkshire Parkway, Clive, Iowa.

OWNER:

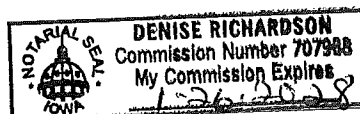
NC Investments, LLC
an Iowa limited liability company
884 E Pinehurst Tr, Dakota Dunes, SD 57049

By: Crystal Steffen
Name: Crystal Steffen
Its: Owner
Date: 11/24/25

STATE OF IOWA)
) ss:
COUNTY OF Des Moines

This record was acknowledged before me by Crystal Steffen on this 24 day of June, 2024 2025

Denise Richardson
Notary Public in and for the State of Iowa
My Commission expires 1-26-2028



IN WITNESS WHEREOF, the Owner of the Lot set forth as follows has duly executed this Second Amendment as of the date written below.

Lot 10, Berkshire Commons Office Park Plat 1, an Official Plat, now included in and forming a part of the City of Clive, Dallas County, Iowa

Locally known as 2555 Holcomb Court, Clive, Iowa.

OWNER:

Two Peds and a Pod, LC
an Iowa limited liability company
2555 Berkshire Parkway, Clive, Iowa 50325

By: Bard Manser
Name: Samuel Waggoner
Its: Sam Waggoner
Date: 01/24/25

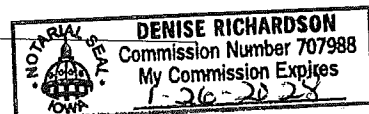
STATE OF IOWA)
) ss:
COUNTY OF Dallas

This record was acknowledged before me by Samuel on this 24 day of January, 2025
Waggoner

Denise Richardson

Notary Public in and for the State of Iowa

My Commission expires



IN WITNESS WHEREOF, the Owner of the Lot set forth as follows has duly executed this Second Amendment as of the date written below.

Lot 11, Berkshire Commons Office Park Plat 1, an Official Plat, now included in and forming a part of the City of Clive, Dallas County, Iowa

Locally known as 16349 Sheridan Ave., Clive, Iowa.

OWNER:

ADDA Properties, LLC
an Iowa limited liability company
14121 Lakeview Drive, Clive, Iowa 50325

By: 

Name: Alex DuCharme

Its: OWNER

Date: 10/8/24

STATE OF IOWA)

) ss:

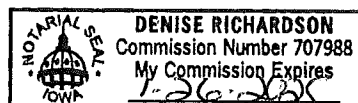
COUNTY OF Dallas

This record was acknowledged before me by Alex DuCharme on this 8 day of October, 2024



Notary Public in and for the State of Iowa

My Commission expires 1-26-2025

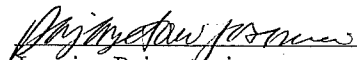


IN WITNESS WHEREOF, the Owner of the Lot set forth as follows has duly executed this Second Amendment as of the date written below.

Lot 14, Berkshire Commons Office Park Plat 1, an Official Plat, now included in and forming a part of the City of Clive, Dallas County, Iowa

Locally known as 16360 Sheridan Avenue, Clive, Iowa.

OWNER:


Jasmina Pajazetovic

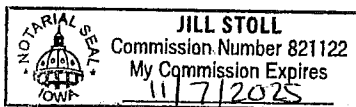
225 NE Dartmoor Dr., Waukee, Iowa 50263

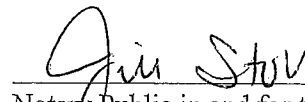
Name: Jasmina Pajazetovic

Date: 2-26-25

STATE OF IOWA)
) ss:
COUNTY OF Dallas)

This record was acknowledged before me by Jasmina Pajazetovic on this 26 day of February, 2024 95
2025




Notary Public in and for the State of Iowa
My Commission expires 11/7/2025

IN WITNESS WHEREOF, the Owner of the Lot set forth as follows has duly executed this Second Amendment as of the date written below.

Lot 15, Berkshire Commons Office Park Plat 1, an Official Plat, now included in and forming a part of the City of Clive, Dallas County, Iowa

Locally known as 16400 Sheridan Avenue, Clive, Iowa.

OWNER:

✓ Weissenburger Real Estate, LLC,
an Iowa limited liability company
16400 Sheridan Ave., Clive, Iowa 50325

By:

Name: Thomas Weissenburger

Its: owner

Date: 2/26/2025

STATE OF IOWA)

) ss:

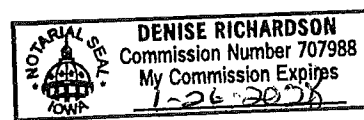
COUNTY OF Dallas

This record was acknowledged before me by Thomas Weissenburger on this 26 day of February, 2024-2025

Denise Richardson

Notary Public in and for the State of Iowa

My Commission expires _____



IN WITNESS WHEREOF, the Owner of the Lot set forth as follows has duly executed this Second Amendment as of the date written below.

Lot 16, Berkshire Commons Office Park Plat 1, an Official Plat, now included in and forming a part of the City of Clive, Dallas County, Iowa

Locally known as 2375 Berkshire Parkway, Clive, Iowa.

OWNER:

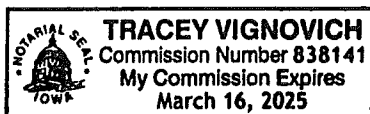
Summerteeth, LLC
an Iowa limited liability company
4401 Westown Parkway, Ste. 112
West Des Moines, Iowa 50266

By: BRAD MARKOWSKI
Name: Brad Markowski
Its: _____

Date: 10/21/24

STATE OF IOWA)
) ss:
COUNTY OF Dallas)

This record was acknowledged before me by Bradley on this 21st day of October, 2024



Tracey Vignovich
Notary Public in and for the State of Iowa
My Commission expires 3/16/2025

IN WITNESS WHEREOF, the Owner of the Lot set forth as follows has duly executed this First Amendment as of the date written below.

Lot 3, Berkshire Commons Office Park Plat 2, an Official Plat, now included in and forming a part of the City of Clive, Dallas County, Iowa

Locally known as 2480 Berkshire Parkway, Clive, Iowa.

OWNER:

Iowa Great Lakes Property, LLC
an Iowa limited liability company
3301 Zenith Ave., Spirit Lake, Iowa 51360

By: Brad Beck

Name: Brad Beck

Its: Member

Date: 3/17/25

STATE OF IOWA)

) ss:

COUNTY OF Dickinson

This record was acknowledged before me by Brad Beck on this 17th day of March, ~~2024~~ 2025

Steph D. Taylor
Notary Public in and for the State of Iowa
My Commission expires 1/10/2028



Memo

TO: Mayor and Council members

FROM: Kelly Rivera, Administrative Specialist

DATE: April 10, 2025

RE: Resolution Approving Agreement to Complete Site Improvements for Lot 5 of Berkshire Commons Office Park Plat 1 - 2640 Berkshire Parkway

SYNOPSIS:

An Agreement to Complete Site Improvements has been executed by the owner of Lot 5, Berkshire Commons Office Park Plat 1, due to the owner's inability to complete the required site improvements. The Agreement to Complete states that the improvements must be completed by May 31, 2025. A permanent Certificate of Occupancy will not be issued until such time as the improvements have been completed. Staff would recommend approval of the attached Agreement to Complete Site Improvements.

Please feel free to contact me prior to the meeting at krivera@cityofclive.com or at (515) 223-6221 if you have any questions or concerns.

Attachments:

1. 2640 Berkshire_Agreement to Complete
2. Resolution Approving



CITY OF CLIVE

Agreement to Complete

THIS AGREEMENT made and entered into this 27th day of March, 2025, by and between Covenant Construction Services, LLC ("Property Owner") and the **City of Clive, Iowa**, an Iowa municipal corporation ("Clive").

WHEREAS, Contractor has previously submitted to Clive, for its consideration, and Clive has approved a building permit for the construction of Commercial on Lot of BERKSHIRE COMMONS OFFICE PARK PLAT 01 (2640 BERKSHIRE PKWY), an Official Plat, Clive, Dallas County, Iowa (the "Project"); and

WHEREAS, Project has not yet been completed by Contractor to the satisfaction of Clive; and

WHEREAS, Contractor is desirous of completing the Project in accordance with the approved building permit plans and building codes of the City of Clive, but is desirous of having a temporary certificate of occupancy issued prior to completion of said Project subject to the terms and conditions of this Agreement.

NOW, THEREFORE, for and in consideration of Clive granting a temporary Certificate of Occupancy for the Project and in further consideration of the mutual promises and covenants herein contained, the parties hereto do hereby agree as follows:

1. Gutters, sod and other landscaping, dumpster doors shall be installed prior to issuance of final Certificate of Occupancy.

2. The following repairs/changes shall be completed prior to the issuance of final Certificate of Occupancy.

a. The landscaping island that connects to the building sidewalk on the southeast corner of the building does not connect flush to the walkway. While this does not pose an issue for the parking space Staff visually confirmed sediment leakage from that area into the parking lot. Staff has concerns for tripping hazards and potential ice issues if left as is.

b. Transformer and wall mounted meters along Berkshire Parkway- location of the transformer has altered from plan submission and there are wall mounted meters that were not shown on the plans. The screening will need to adjust to continue to provide screening of the transformer unit. Additionally, screening of the wall mounted meters is required, by landscaping or an alternative measure. Please provide an updated landscaping plan to demonstrate the updates in screening.

c. The north sidewalk ramp has damage on the flared end connection closest to Berkshire Parkway

3. Contractor shall complete the Project in accordance with the approved plans and specifications on or before May 31, 2025.

4. Contractor agrees to pay to Clive upon receipt by the City therefore, an amount equal to all actual costs incurred by the City for its legal services, engineering services, and services of other persons or entities employed by the City for its for, and any involved in, the review and inspection of said Project compliance with the terms of this agreement.

5. Contractor, in order to secure the full and timely completion of the Project and to secure the payments referred to in paragraph 2 above, hereby delivers unto Clive a cashier's check (or Certified Check) in the amount of \$19,245, which may be drawn upon by Clive in the event of a breach of this agreement by Contractor.

6. Contractor hereby agrees that Clive shall not issue a permanent certificate of occupancy until the Project is completed as set forth in this Agreement. Further, if the Project is not completed as set forth in the Agreement, the temporary certificate of occupancy may be withdrawn.

CITY OF CLIVE, IA

By **Brian Fliehler**
for
Covenant Construction Services, LLC

Digitally signed by Brian Fliehler
Date: 2025.03.28 10:50:25-05'00'

By
John Edwards, Mayor

ATTEST:

Matthew D. Graham, City Clerk

RESOLUTION NO. _____

RESOLUTION APPROVING AGREEMENT TO COMPLETE
SITE IMPROVEMENTS
LOT 5 OF BERKSHIRE COMMONS OFFICE PARK PLAT 1

WHEREAS, a building permit has been approved and issued by the Community Development Department for Covenant Construction Services, LLC (“Owner”) for an office building, located on Lot 5 of Berkshire Commons Office Park Plat 1; and

WHEREAS, certain site improvements have not yet been completed, and the Owner has requested that a temporary certificate of occupancy be issued prior to the completion of the site improvements; and

WHEREAS, Owner has agreed to enter into an agreement to complete the remaining site improvements.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

That the Agreement to Complete Site Improvements is hereby accepted and approved by the City Council of the City of Clive, Iowa.

BE IT FURTHER RESOLVED that in no event shall a permanent certificate of occupancy be issued until all site improvements have been completed as set forth in the Agreement to Complete Site Improvements.

PASSED AND APPROVED this ____ day of 2025.

John Edwards, Mayor

ATTEST:

Matthew D. Graham, City Clerk



Memo

TO: Mayor and Council members

FROM: Pete De Kock, Assistant City Manager

DATE: April 10, 2025

RE: Resolution Approving Clive Communications Policy and Toolkit

SYNOPSIS:

Staff have completed clerical edits to the Clive Communications and Policy Toolkit. The Council previously discussed and gave staff direction on the policy at the January 9, 2025 meeting. Staff recommends approval.

Attachments:

1. Resolution approving Clive Communications Policy and Toolkit
2. Clive Communications Policy & Toolkit

RESOLUTION NO. _____

RESOLUTION APPROVING CLIVE COMMUNICATIONS POLICY AND TOOLKIT

WHEREAS, the City of Clive strives to keep the public fully, fairly, and accurately informed of programs, services, events and issues in the community; and

WHEREAS the City intends to use communications and engagement best practices, and

WHEREAS, the City must provide clear direction to those communicating on behalf of Clive as to how they should use different communications and engagement tools;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The City of Clive Communications Policy and Toolkit is adopted.

That the Mayor is hereby authorized and directed to execute said policy on behalf of the City of Clive, Iowa, the same being hereby approved and accepted by his 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

Communications Policy & Toolkit



Updated in 2025



Policy

The City's policy is to keep the media and the public fully, fairly, and accurately informed of programs, services, events, and issues in a timely manner. The City's website, **www.cityofclive.com**, is the City's primary online source for communicating information to the public. The City may establish social media accounts to communicate information to the public in accordance with this policy. Information posted on City social media sites will supplement, and not replace, required notices and standard methods of communication.

Purpose

This policy provides guidelines for the City to keep the media and the public fully, fairly, and accurately informed of programs, services, events, and issues in a timely manner.

This policy further provides expectations and guidelines for how City employees and elected and appointed City officials should conduct themselves both when communicating with the media on behalf of or on topics regarding the City, and when using social media sites on behalf of or on topics regarding the City.

Efficient and effective communication with the media and the public is critical to the City's ability to present information, consistent with and as required by City policies and local and state law.

Coordination, uniformity, accuracy, and timeliness are cornerstones of strong and productive public relations. Additionally, social media offers the City an important tool for efficiently and effectively disseminating information and facilitating public engagement and community participation. The City may offer information about or promote programs, events, or services. In so doing, the City must represent itself appropriately and consistently on the internet. Therefore, communication and social media expectations and guidelines are necessary to achieve the City's communications objectives.

Scope

This policy applies to all City of Clive full and part-time employees, temporary employees, elected and appointed officials, interns, and any persons engaged in the performance of work pursuant to the provisions of any contract or federal grant.

Coverage

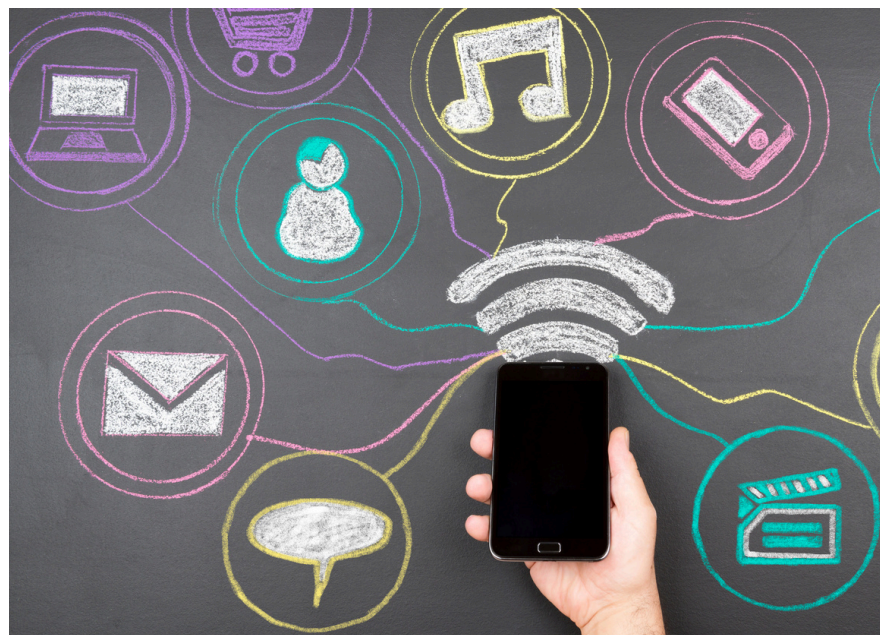
Clive's Communications Policy & Toolkit covers news briefings, news conferences, news releases, photo opportunities, media inquiries, media appearances, and media interviews. This Social Media-specific policy covers the City's social media presence and the use of social sites including, but not limited to, Facebook, Instagram, LinkedIn, YouTube, and blogs.



General Objectives of Effective Communication

The City intends to provide effective communications to the media and public, including the use of social media as one tool. Effective communication serves the public through the following objectives:

- Public accountability and government transparency.
- Delivering timely and accurate information to the public.
- Informing residents of City programs and services.
- Establishing and maintaining an accurate public perception of the City.
- Increasing the City's visibility at the local, state, and national levels.
- Promoting the City's achievements, activities, and significant events.



Media Relations

All those involved in media relations within and for the City of Clive will use the City's procedures.

Primary Communications Contact

The Assistant City Manager - in conjunction with the the City Manager and Mayor - serves as the primary contact for the media and/or information requests. The Assistant City Manager is the primary City contact for media and lead on City storytelling initiatives. The Assistant City Manager delegates media and storytelling responsibilities to other staff as appropriate.

Media Requests

All inquiries from the media to the City, whether verbal, written or through social media, shall be directed to the Communications Team (Assistant City Manager and Communications Specialist), who will evaluate the request and provide an answer or direct it to the appropriate spokesperson. The Mayor and City Council members may speak with the media without first referring an inquiry to the Communications Team. However, when speaking with the media directly, the Mayor and City Council members are encouraged to inform the Communications Team of any discussion, before and/or after a conversation with a member of the media occurs.

Priority attention should be given to all media inquiries. Every effort should be made to meet media deadlines while ensuring all information released is accurate. Accuracy of information takes precedence over media deadlines. If another priority prevents an immediate response, a courtesy call should be made to the reporter confirming what information is requested and advising when the requested information will be available.

Specific Media Inquiries

Response to routine media requests. Department directors or their designated staff may respond to routine media requests if the response is of a factual, incidental, or inconsequential nature. (e.g., special event schedule, meeting dates). Department media liaisons should advise the Communications Team of any responses.

Police Chief and Fire Chief. The Police Chief and Fire Chief – in coordination with the Communications Team and City Manager – will handle media requests related specifically to public safety emergencies. Post-emergency media relations shall be coordinated with the Communications Team. Staff members who provide emergency medical care to the public shall refrain from speaking to the media and instead refer all inquiries to their department chief and the Communications Team.

Non-routine media requests. All non-routine media requests shall be forwarded to the Communications Team prior to any response. Such non-routine media requests may include a request for policy interpretations, employee information, issues of a controversial nature, or emergency situations.

Media Notification

News Releases

All news releases, media notifications, and alerts shall be reviewed and approved by the Communications Team prior to release. The Communications Team may revise draft news releases submitted by a department at their discretion. The Communications Team shall post releases, media notifications, and alerts on the City's website and distribute them on other platforms as deemed appropriate. The designated City spokesperson or the Communications Team should be prepared to respond to questions from the media following the release of information.

News Conferences or News Briefings

News briefings or news conferences may be conducted to educate the news media about issues of public concern (e.g., network disruptions, development concerns, public safety concerns, traffic delays, flooding, etc.) and provide reporters an opportunity to ask detailed questions. In most briefings, the City provides extensive background materials, fact sheets, and explanatory materials. The Communications Team will be responsible for scheduling any such briefings. Prior to a news conference or news briefing, the City Manager or Assistant City Manager shall inform the Mayor and City Council regarding this media interaction.

Emergency Media Relations

In the event of a disaster or emergency that requires activation of the Clive Emergency Operations Center (EOC), the Assistant City Manager will serve as the Public Information Officer (PIO).

Interviews

Any media appearances or interviews for television, print, web, or radio must be coordinated through the Communications Team before the interview. If prior notification is not possible, the Communications Team should be notified immediately after the interview. City Council members, Mayor, and appointed officials are encouraged to coordinate with the Communications Team for interviews.

Photo & Video Opportunities

Departments should notify the Communications Team about possible photo or video opportunities that may occur, particularly regarding possible photo or video opportunities on projects that are resident-sensitive (e.g., tree trimming, construction projects, sidewalk repairs, etc.). Before an event or activity occurs, departments should notify the Communications Department. As appropriate, the Communications Team will capture photos and/or video of the event or activity.



At City events and facilities, the City reserves the right to capture and publish photos, video, and other materials to be used in City communications. If an individual requests that their likeness, or that of their child or dependent, not be used, the City will respect their request. It is standard practice to post notices at City facilities and events that photos and videos will be taken.

External Communications

The following procedures and standards will be used by all departments as applicable to external communications.

Printed or Online Materials. Except in cases of an emergency, all printed or online materials must be coordinated through the Communications Team including, but not limited to:

- Brochures / Flyers / Fact Sheets – Text and draft layout should be forwarded to the Communications Manager for review, copyedit, page layout, and design edit and approval.
- Monthly Newsletter – City departments are encouraged to offer copy ideas for each newsletter. The Communications Team will be responsible for final editing and submission for publication.
- Annual reports – Department annual reports should be submitted in draft form to the Communications Team for final editing prior to printing and distribution.
- Notices to residents – Notices should be provided for street closings, capital project updates, tree trimming, parking restrictions, information meetings, etc. When a final copy is sent to residents, the Communications Team should also receive the communication.
- Text and suggested layout for external communications should be forwarded to the Communications Team for final approval. If notices are for emergency purposes, the City department may issue without prior review and approval.
- Door-to-door distributions should not be placed into mailboxes but attached to doors with rubber bands or hand-delivered to residents.
- Grammar, clarity, punctuation and spelling should be triple checked for accuracy prior to submission to the Communications Team for review and approval. Jargon should be eliminated. Acronyms should be clear or defined.
- Other – All other forms of public information should be forwarded to the Communications Team prior to production and distribution for review, edit, and approval. Forms of public information include anything that may be distributed to a wider audience or has a specific need for review to ensure accuracy.

Guidelines for Acting as Private Citizens

The following guidelines are offered to those who may choose to contact the media as a private citizen. These guidelines do not prohibit such contact but support other City policies regarding improper use of City equipment and property. These guidelines also apply to employees responding to or initiating media contact as official representatives of employee groups.

- Letters to the editor may not be prepared on city time, printed on City letterhead, or mailed at City expense.
- Telephone contact may not be made on City time using City telephones or City equipment.
- Use of City email is prohibited.
- Use of City facilities or supplies is prohibited.

Speaking Engagements & Events

General requests to City departments and elected officials to speak at an event, or be present as a City representative (i.e. job fairs) should be communicated to the Communications Team. The Communications Team is available to assist with preparing the necessary materials for the speaking engagements and events.

Informational Meetings

Department directors are responsible for the primary coordination of informational meetings. However, when informational meetings affect a larger area, including transportation for residents or visitors within the community, the Communications Team must be notified to coordinate the community engagement event.

Advertising

Text and suggested layout must be forwarded to the Communications Team for final copy edit and approval.

Public Information Requests



Public information requests from the media or the general public must be made through the City Clerk. The department director or designated spokesperson will notify the Communications Team when a request is made and before the request is filled. All requests shall be handled in accordance with Iowa Code Chapter 22.

More information about records requests is available here:

https://www.cityofclive.com/how_do_i/request/city_records.php

Social Media Policy



Overview

Social media is a term encompassing a wide range of online activities, integrating technology and social interaction. It includes forums, blogs, media sharing, and networking, among other activities. The creation and use of social media accounts will be for the exclusive use of the City in communicating information relevant to the City's purposes and goals. All social media sites that carry the City of Clive name and branding elements will be operated and maintained by the Communications Team, or their designees.

General Procedures for City Social Media



The City of Clive uses social media as follows:

- Provide additional communication methods for receiving information.
- Quickly disseminate time-sensitive information (e.g., emergency information).
- Facilitate two-way communication, which allows residents to ask questions, send private messages, and comment on posts, along with promoting transparency and social engagement in government.
- Broadcast the City's messages to the widest possible audience.

The City's social media accounts and pages shall be operated as follows:

- All social media accounts maintained by the City must adhere to applicable federal, state, and local laws, regulations, and City policies including all policies relating to the use of computers and security, electronic communications, workplace discrimination, City records management, and any other applicable City policies or procedures.
- All accounts on the City's network or systems are subject to Iowa Code chapter 22, Iowa Open Records Act.
- All official City of Clive presences on social media sites or services are considered an extension of the City's information networks and are governed by this communications and social media policy.
- The City shall not violate any trademark or copyright laws by ensuring it has full permission or rights to any content before it is posted by the City, including photographs, videos, and music.
- Posts must contain information that is freely available to the public and not be confidential as defined by any City policy or state or federal law.
- The City's Communications Team shall be responsible for the City's primary social media pages.
- The City logo or branding shall be used on all social media accounts to confirm authenticity of the site. The social media site should also state that it is the "official" account for the department or City. Social media site verification tools, such as "blue checkmarks," may be used when available to designate the City's "official" accounts.
- City social media accounts will only "join" a group or become a "fan" of a page if it is related to official City business, services, or events.

- All City social media sites should link back to the official City of Clive website when appropriate.
- Elected officials, appointed members of City boards, commissions, and committees, and volunteers should comply with the guidelines outlined in this document when using or interacting with the City's social media sites.
- Employees representing the City of Clive on the City's social media sites must conduct themselves professionally and in accordance with this policy at all times as representatives of the City.

City's Social Media Presence

The City's social media accounts and associated content shall focus on areas of significant City interest.

The City's social media accounts and associated content shall be established, organized, maintained, and operated in a manner that avoids ambiguities and/or conflicting information across the City's various communication mediums.



Authorized Representatives

The City's Communications Team and approved staff are authorized City agents to post from the City's official social media accounts. All posts and responses on behalf of or on matters related to the City shall adhere to the provisions of this policy. If a post or comment relevant to a City employee's area of expertise warrants a response from the employee, the employee is encouraged to submit the proposed language to the Communications Team and request the response be posted from the City's official accounts. Employees are discouraged from posting in their official capacities from their own personal accounts. Any authorized representative is required to attend and participate in a training program led by the Communications Team on all aspects of this policy before they begin posting.

Social Media Content Standards

- The City's official website shall remain the primary medium for communicating information to the public. Information about events, press releases, and documents, shall be made available through the City's website. While no City information shall be posted exclusively to social media websites, simple "reminders" and "shares" are appropriate and encouraged. Content posted to social media sites, if applicable, must contain links directing users back to the City's official website for in-depth information, forms, documents, or online services necessary to interact with the City of Clive.
- A social media platform shall not be used unless it benefits the public, serves a City purpose, adds to the user experience, comes from a trusted source, and is approved by the Communications Team.
- Social media websites are to be consistently branded to communicate a clear association with the City and must contain a Disclaimer and Comments Policy as set forth below in Appendix A. Branding should include, but is not limited to, the inclusion of the City logo, City department information (description, address, phone number, and hours of operation), and any other aesthetic "look and feel" elements defined by the Communications Team now or in the future.
- All City-operated, or otherwise associated, social media pages or sites shall prominently post the Disclaimer and Comments Policy set forth in Appendix A of this policy. If a social media page or site does not allow for prominent posting of the Terms of Use, a [link to the Disclaimer and Comments policy](#) webpage shall be posted.
- Posts and monitoring shall be done during regular office hours, except for emergencies. All comments or questions shall be responded to in a timely manner within those parameters. In the event of an emergency, the Communications Team shall be contacted to send information to the media (if warranted) and post information on the City's website, followed by social media.
- When responding to comments on social media, the City's account name of the page should be used to respond. When appropriate, direct the commenter to the City's website for more information.
- The City has a "page" in Facebook, not a "group." Facebook pages offer distinct advantages, including greater visibility, customization, and measurability.

- The City's Communication Team will standardize and ensure all City social media platforms include the department logo and other pertinent information.
- The use of abbreviations or hashtags on social media may be appropriate in the context of a post. Hashtags should be simple, related, and safe; hashtags are used to reach a broader audience. Research hashtags before posting them. Posts using abbreviations must either define the abbreviation within the post or only use abbreviations with obvious and widely understood meanings.
- Tagging may be appropriate in the context of a post. Tagging can expand the reach of the message. However, research the organization and other pages before tagging them in a post.

Interacting on Social Media

The City's official social media accounts may 'like' or 'follow' government entities, nonprofit and nonpartisan organizations related to City functions, local media sites, and elected officials. Posts or comments related to the City and the community may be shared to the extent they correspond with the City's social media goals and this policy.



Accuracy

The City will make every effort to ensure the accuracy of information provided on the City's social media pages. However, several factors beyond the City's control (including unauthorized modification of electronic data, transmission errors, browser incompatibilities, cached information, or other aspects of electronic communication in an evolving and time-sensitive environment) may impact information displayed on a social media site.

Timeliness of Response

The City's timeliness in posting or responding to comments may vary based on staff availability. Therefore, a disclaimer shall be posted on any social media page, stating: *This site is maintained and moderated by the City's Communications Team to ensure that posted comments are constructive and suitable for all readers while respecting a range of opinions and points of view. Moderation will take place during City Hall's normal business hours. The City will reply to comments in a timely manner when a response is appropriate.*

Public Engagement on City Social Media Pages

Social Media Site Terms

All comments posted to any City social media page are bound by that social media site's Terms of Service/Policies, and the City is not responsible for site removal or other responsive action against users who violate the site's Terms of Service/Policies.

Public Comments

In addition to social media sites, the City's Disclaimer and Comments Policy states the following:

- Comments must be civil and may not contain slanderous, libelous, malicious, threatening, or profane language.
- Comments must be within the scope of the topic under discussion. Repetitive or duplicate posts may be removed to maintain clarity and ease of use for others.
- Comments containing links to other websites or pages must be relevant to the topic.
- Comments cannot represent a person other than the one posting the comment.
- Participants are responsible for what they post. Comments must not breach any law, confidentiality, or copyright. Give credit to appropriate persons when it is required.
- Always think before posting; if it causes you to pause or question if it is appropriate, it most likely should not be posted.

Topic Guidelines for Public Posts and Comments

Public posts and comments on the City's social media pages and sites shall adhere to the City's Disclaimer and Comments Policy, which states the following:

- As a community information resource, the City's social media pages are intended to be politically neutral.
- Third-party advertising or promotional announcements are not permitted.
- The City may, on occasion, post content from other organizations that exist to directly support City facilities, functions, operations, and personnel.
- Comments cannot include personally identifiable information, such as an address, phone number, social security number, or other sensitive information.
- The Communications Team or authorized individuals in the departments will limit the number of posts, photo albums, and status updates each day. The purpose is not to overload audiences with too much information. In the event of a severe weather event, crisis, or emergency, the Communications Team may post as many updates as warranted.



Denial of Access

The City reserves the right to deny access to City social media sites for any individual who violates the City's Social Media Policy at any time and without prior notice.

Guidance to City Staff on When and How to Respond to Comments

Where comments are posted to the City's social media pages, the Communications Team and other authorized staff must monitor the site regularly and respond in a timely manner.

- **If the comment is a question** – Respond with information or point the commenter back to the City's website or appropriate resource. Staff may ask the commenter to contact the City directly and offline when appropriate (e.g., when the subject is a private matter, when the issue is one in which there is little or no interest by others, etc.).
- **If the comment is a complaint** – When a comment contains a general complaint, and when deemed appropriate, thank the commenter for sharing feedback. If the comment is regarding a personal matter, staff should request to address the issue offline and provide the City's contact information. If the complaint contains inaccurate information, staff should politely correct inaccuracies.
- **If the comment is of a general nature** – When a comment is of a general nature, such as "This is a great project" or "I'm so glad the City offers this service," a response is recommended. Positive comments filter to the top of feeds for other users to see. Users seeing positive content is important for public engagement, community relations, and the general promotion of the City.
- **If the commenter is seeking a debate** – When a commenter is seeking to initiate an online debate about an issue, staff should request to address the commenter's points offline and provide the City's contact information. Staff should not engage in debate on the City's social media page. Staff may politely correct inaccuracies or provide relevant information or resources but should not seek to continue the discussion online.
- **If the comment contains misinformation or disinformation** – If staff find comments about the City that contain misinformation or disinformation, staff should report the comments to their supervisor or the Communications Team immediately for potential removal. Misinformation is false or inaccurate information—getting the facts wrong. Disinformation is false information, which is deliberately intended to mislead—intentionally misstating the facts.
- **Discretion** – The Communications Team may use their discretion when responding to a comment that may be considered passive-aggressive or antagonistic; comments previously answered; or comments that have multiple points requiring a response. Staff may respond in accordance with these guidelines. Depending on the nature of the comment, a response may not be required.
- All users shall adhere to applicable federal, state, and local laws, regulations, and policies.
- When in doubt about how to respond to a comment, please contact the Communications Team for guidance.

Comment Removal

Comments violating the City's Disclaimer and Comments Policy shall be removed promptly. Comments containing any of the following inappropriate forms of content shall not be permitted on City social media pages or sites and are subject to immediate removal and/or restriction:



- Obscenity.
- Comments not related to the original topic.
- Content that promotes, fosters or perpetuates discrimination on the basis of race, creed, color, sex, national origin, religion, age, sexual orientation, gender identity, marital status or mental or physical disability.
- Content that incites or promotes violence.
- Advertisement or promotion of commercial products, service, any entity, or any individual.
- Spam.
- Encouragement of illegal activity.
- Information that may tend to compromise the safety or security of the public or public systems, including malware.
- Content that violates a legal ownership interest, such as a copyright.

The City reserves the right to restrict or remove any content deemed in violation of this social media policy or any applicable law. Repeat individual violators may be removed or blocked from commenting on the City's social media pages or sites.

Social Media Moderation Guidelines

All city social media pages must provide a link to the City's social media policy, which has guidelines for content moderation. The link is available on the website at:
cityofclive.com/connect/community_engagement/social_media_policy.php

City Officials' and Employees' Use of City Social Media



Conduct

All City employees and elected and appointed officials have a responsibility to help communicate accurate and timely information to the public in a professional manner. This policy provides the following expectations for City officials' and employees' use of the City's social media pages and sites.

- Posts shall be related to a department's specific function and subject matter expertise.
- Posts shall be factual, respectful, and on-point.
- If media inquiries are received because of a post, the City's Communication Team should be notified. Under no circumstances shall non-authorized staff comment to reporters regarding matters of City policy, opinion, or interpretation.
- City social media pages or sites may not be used by employees or elected or appointed officials as a platform for private business, personal charitable activities, commercial or personal transactions, or for any other purpose prohibited by law.
- The City Communications Team may acknowledge sponsorships or partnerships or post appreciation to organizations, businesses, or residents via the City's social media pages or sites.

Correcting Mistakes

If a City official or employee makes a factual mistake on a City's social media page or site, they should correct it as soon as possible. Corrections should be upfront, timely, and designated as containing corrected material or information.



Security

City employees who are granted access to City social media accounts must adhere to security protocols to protect their account access and the access to City social media accounts. Page administrators' accounts must enact 2-factor authentication. Passwords should be vigilantly protected and aligned with best security practices.

Unauthorized Access, or Hacking, of Accounts

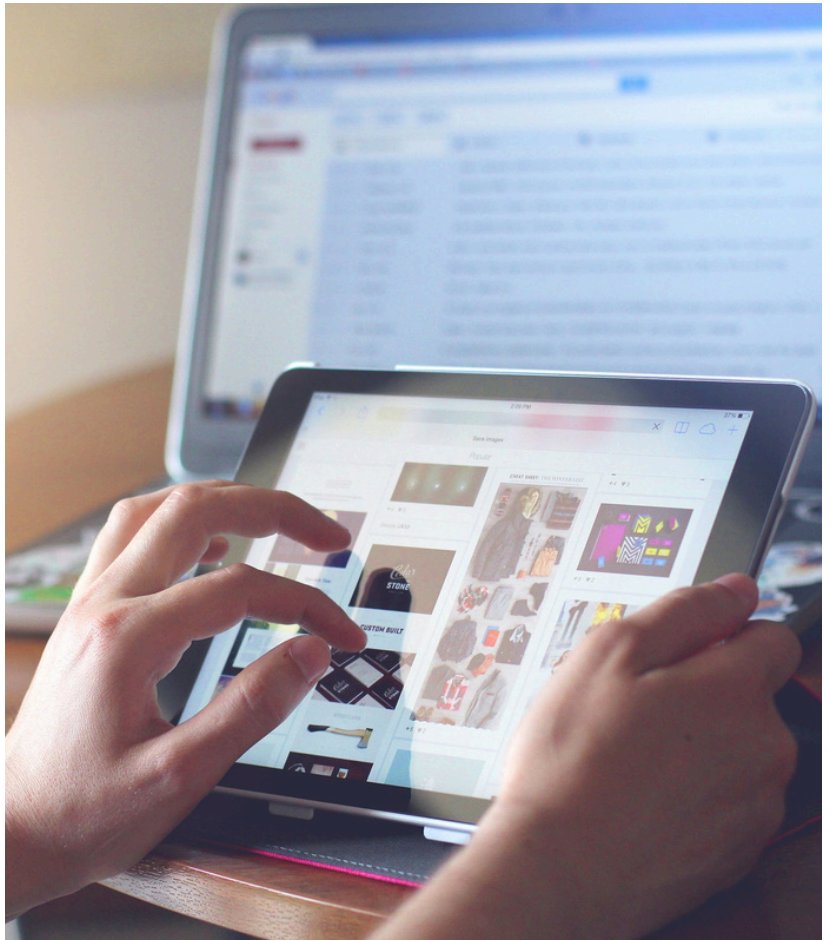
Report the incident to the Communications Team immediately.

Rights

City officials have the right to use their personal social media as they see fit. However, officials or employees should consider how their personal social media use can impact the reputation of the City.

Non-Interference with Duties

Employees should make certain any online activities do not interfere with their effectiveness at work and ensure any on-duty personal use is limited in nature. If on-duty personal use is interfering with work effectiveness, employees may be subject to disciplinary action.



Employee Conduct Standards

- Employees may not use social media to engage in libelous, defamatory, obscene, or maliciously false behavior directed at the City, departments, elected officials, appointed officials, other employees, or members of the public.
- Employees may not post confidential information they have learned through their employment with the City.
- Posting HIPPA-protected information is prohibited.
- Employees may not use their City email account in connection with a personal social networking account.
- Employees shall not participate in online social media or forums on behalf of the City or their department unless authorized to do so.
- Employees may 'like' and 'share' events and posts to promote the City on their personal social media accounts.
- When violations of these guidelines occur, the City shall determine the appropriate discipline, if any, in accordance with the Clive Employee Handbook, applicable department policies, and the law.

Elected Officials and Officials Appointed to City Boards, Commissions and Committees

Non-Interference with Duties. Elected and appointed officials should ensure any online activities do not interfere with their abilities to carry out the duties of their office.

Conduct Standards for Officials

- Elected and appointed officials must be conscious of Iowa Code chapter 22, Iowa Open Meetings Act, when engaging in electronic communication. Two-way communications on social media pages or sites between elected and appointed officials should be strictly avoided. Adding to a post or comment that would create a quorum of the governing body should also be strictly avoided. If a comment or post requires official review by the governmental body, that review should occur during a public meeting of the governmental body.
- Officials should not use social media as a mechanism for conducting official City business.
- Elected officials should reveal they are elected officials for the City if/when making a post on matters relating to the City.

- Officials must ensure efforts to be honest do not result in sharing non-public or otherwise confidential information related to colleagues, personnel data, medical information, claims or lawsuits, or other non-public or confidential information.
- To avoid errors or issues of liability, officials are encouraged to ask the appropriate staff person or department to post official City documents (i.e., an ordinance recently passed by the City Council). Officials should not provide summaries of official City documents on social media. If an official makes a mistake on social media, the official should correct the mistaken information as soon as the official is made aware of the error. Corrections should be upfront and as timely as possible. If an earlier post is modified with additional or corrected information, officials should designate the updated post as being corrected. Examples of designations may include “Fixed link” or “Fact correction.”
- Elected or appointed officials should not post anything with content that violates the City’s Disclaimer and Comment Policy.
- Elected and appointed officials may ‘like’ and ‘share’ events and posts from the City’s official social media accounts to promote the City on the officials’ personal social media accounts.

Use of Artificial Intelligence (AI)

Generative AI use will be consistent with best practices and the City’s future policies. There is a separate AI policy under development.

Public Records and Retention

The City of Clive will maintain its website (www.cityofclive.com) as its primary digital asset under the public records classification. Per Iowa Code Chapter 22, social media posts related to government action can be classified as public record. The City can direct public information requests to relevant social media posts ([24AO: 0012: Public Records Requests and Government-Moderated Social Media](#)). The City will maintain posts consistent with its social media policy and will direct public record inquiries to the City’s website and/or relevant social media pages.



Memo

TO: Mayor and Council members

FROM: Elizabeth Hansen, Director of Administrative Services

DATE: April 10, 2025

RE: Resolution Approving Professional Service Agreement with MercyOne Medical Group

SYNOPSIS:

In 2024, the City entered into an agreement with MercyOne to provide the Employee Assistance Program Carebridge. Carebridge expanded the number of sessions an employee can receive free counseling from three to six, offering a greater opportunity to deal with real-life issues. There will also be an on-demand texting support that can provide feedback and tips to improve stress, anxiety, anger, and sleep issues. Another aspect of the service is eM Life, a website and optional app that provides mindfulness solutions to help prevent and reduce mental health concerns such as compassion fatigue, stress, anxiety, depression, chronic pain, and addiction behavior.

MercyOne Carebridge has been present at employee events such as Open Enrollment, the Benefits and Safety Fair, and provide useful information throughout the year. We are pleased with the utilization of the resources. No changes have been made to the original agreement.

Staff encourage the Council to approve the resolution for professional services from the MercyOne Medical Group, offering employee wellness programs.

Attachments:

1. Resolution Approving a Professional Services Agreement with MercyOne Medical Group - 2025
2. City of Clive EAP & PF 2025

RESOLUTION NO. _____

RESOLUTION APPROVING AN AGREEMENT FOR PROFESSIONAL SERVICES WITH
MERCYONE FOR THE EMPLOYEE WELLNESS PROGRAM

WHEREAS, the Clive City Council desires to enhance the Employee Wellness Program to further support healthy lifestyles and offer opportunities for employees to optimize their health and well-being; and

WHEREAS, healthcare costs are consuming an increasing portion of the City's budget as well as reducing the amount of employee take-home pay; and

WHEREAS, incentives that encourage employees to pursue healthy behaviors are demonstrated to increase the practice of healthy behaviors; and

WHEREAS, the City Council recognizes that wellness benefits everyone and that an active workplace wellness program can result in better morale, increased productivity, reduced absenteeism, fewer on-the-job accidents, and an overall decrease in health benefit costs:

WHEREAS, the City desires to enter into an agreement for professional services to assist with the employee wellness program, and;

WHEREAS, the City has reviewed the Proposal submitted by MercyOne Medical Group for professional services.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

That the Mayor be authorized to execute the professional services agreement with MercyOne Medical Group and the City Clerk is hereby authorized and directed to attest to the signature of the Mayor to same.

PASSED AND APPROVED this 10th day of April 2025.

By _____
John Edwards, Mayor

ATTEST:

Matthew Graham, City Clerk

HEALTH SCREENING SERVICES AGREEMENT

This Health Screening Services Agreement is made and entered into by and between Mercy Clinics, Inc., d/b/a MercyOne Medical Group Central Iowa ("MercyOne Medical Group") and City of Clive ("Employer/Agency") whose principal place of business is located at 1900 NW 114th Street, Clive, IA 50325

A. Employer desires to enter into an agreement to obtain health screening services in support of their employment objectives.

B. MercyOne Medical Group is able to provide health screening services that Employer desires to provide to its employees.

NOW, THEREFORE, the parties desire to enter into an agreement setting forth the terms and conditions under which MercyOne Medical Group shall provide health screening services to Employer and its employees.

1. **Term and Termination.**

a. **Term.** The term of this Agreement shall be for one (1) year commencing on 5/1/2025 (the "Start Date"). This paragraph shall not limit the rights of either party otherwise provided by law, to terminate this Agreement or take other proper action in the event of breach by the other party.

b. **Without Cause Termination.** Either party may terminate this Agreement without cause by providing the other party with at least 60 days' advanced written notice of its intent to terminate.

2. **Services.** During the term of this Agreement, MercyOne Medical Group shall make available to Employer the health screening services set forth in the attached Exhibit A (the "Services"). It is understood between the parties that these Services and their pricing as set forth in Exhibit A may be amended from time to time.

In the event certain requested services and/or tests cannot be provided by MercyOne Medical Group or at MercyOne Medical Group service locations, or are required to be performed outside MercyOne Medical Group business hours, such services and/or testing may be performed at a location of an MercyOne Medical Group affiliate or by staff employed by a MercyOne Medical Group affiliate (such as [appropriate MercyOne Entity]). Such services and testing may be charged at a different rate than those listed on the attached Exhibit A.

3. **Records.** MercyOne Medical Group will maintain all records regarding Services rendered pursuant to the terms and conditions of this Agreement, for a period of ten (10) years, or until final disposition of a legal challenge to which the records relate, provided MercyOne Medical Group has been notified of such challenge by Employer. All records shall be maintained as confidential, and will be released only as directed by Employer, the employee/ test subject or employee applicant (hereinafter collectively referred to "Test Subject"), as required by law, or as reasonably necessary to the performance of this Agreement.

4. **Fees and Payment.** MercyOne Medical Group fees for services rendered pursuant to the terms and conditions of this Agreement are set forth in the attached Exhibit A. MercyOne Medical Group shall submit an invoice for fees to Employer on a monthly basis, and Employer shall remit full payment to MercyOne Medical Group within thirty (30) days after receipt of invoice.

5. **Indemnification.** Unless otherwise specified herein, each party agrees to defend, indemnify and hold harmless the other party (including its officers, agents and employees) from and against any and all claims, demands, liabilities and costs incurred by the indemnified party, including reasonable attorney's fees, directly arising out of or in connection with the indemnifying party's performance of any service or any other act or omission by or under the direction of the indemnifying party or its officers, agents or employees.

If any event occurs giving rise to a claim for indemnification hereunder, the party against whom indemnification is sought shall be entitled to prompt written notice thereof from the other party hereto (including a full disclosure of all facts and circumstances giving rise to the claim of indemnification). In such an event, the indemnified party shall have the option of either providing its own defense for which the indemnifying party shall promptly pay the indemnified party its reasonable costs and expenses or the indemnified party may tender the defense to the indemnifying party which shall assume it. The parties shall mutually agree to any and all settlement of disputes covered by this indemnification provision.

6. **Independent Contractor Status.** None of the provisions of this Agreement are intended to create any relationship between the parties other than that of independent entities contracting with each other solely for the purpose of effecting the provisions of this Agreement. Neither of the parties, nor any of their respective officers, directors, employees or agents, shall have the authority to bind the other or shall be deemed or construed to be the agent, employee or representative of the other except as may be specifically provided herein. Neither party, nor any of their employees or agents, shall have any claim under this Agreement or otherwise against the other party for social security benefits, worker's compensation, disability benefits, unemployment insurance, vacation, sick pay or any other employee benefits of any kind.

7. **Excluded Provider Warranty.** Each party hereby represents and warrants that it is not now and at no time has been excluded from participation in any federally funded health care program, including Medicare and Medicaid. Each party hereby agrees to immediately notify the other of any threatened, proposed or actual exclusion from any federally funded health care program, including Medicare and Medicaid. Each party further represents and warrants that none of its employees are now and at no time have been excluded from participation in any federally funded health care program, including Medicare and Medicaid, and that if an employee of one party becomes so excluded, such employee shall be terminated. In the event that either party is excluded from participation in any federally funded health care program during the term of this Agreement, this Agreement shall, as of the effective date of such exclusion or breach, automatically terminate. Each party shall indemnify the other for any and all damages arising from this Agreement which result from its exclusion from any federally funded health care program, including Medicare and Medicaid.

8. **Jeopardy.** Notwithstanding anything to the contrary contained in the Agreement, in the event the performance by either party of any term, covenant, condition or provision jeopardizes the licensure of MercyOne Medical Group, its participation in, or payment or reimbursement from, Medicare, Medicaid, Blue Cross or other reimbursement or payment programs, or its full accreditation by The Joint Commission or any other state or nationally recognized accreditation organization, or the tax-exempt status of MercyOne Medical Group, any of MercyOne Medical Group property or financing (or the interest income thereon, as applicable), or will prevent or prohibit any physician, or any other health care professionals or their patients from utilizing MercyOne Medical Group or any of its services, or if for any other reason said performance should be in violation of any statute, ordinance, or be otherwise deemed illegal, or be deemed unethical by any recognized body, agency, or association in the medical or hospital fields, MercyOne Medical Group may at its option (i) terminate the Agreement immediately; or (ii) initiate negotiations to resolve the matter through amendments to the Agreement and, if the parties are unable to resolve the matter within thirty (30) days thereafter, MercyOne Medical Group may, at its option, terminate the Agreement immediately.

9. **Ethical and Religious Directives; Compliance with MercyOne Code of Conduct.** Employer understands and acknowledges that MercyOne Medical Group, including its employees and contractors, abide by the *Ethical and Religious Directives for Catholic Health Care Services*, as promulgated by the United States Conference of Catholic Bishops, as amended from time to time, and as interpreted by the local bishop ("ERDs"). During the term of this Agreement, all services furnished by MercyOne Medical Group under this Agreement or otherwise shall be performed in accordance with the ERDs. As of the Effective Date of this Agreement, the ERDs are available at the following website: <http://www.usccb.org/>. To the extent applicable to the duties and obligations set forth in the Agreement, Employer agrees to take no action that will interfere with MercyOne Medical Group's obligation to conduct its activities in accordance with the ERDs and, in the event that such obligation is placed at risk, MercyOne Medical Group may at its option terminate the Agreement immediately or work with Employer to eliminate the risk.

Employer recognizes that it is essential to the core values of MercyOne Medical Group that all persons and entities employed by or otherwise contracting with MercyOne Medical Group at all times conduct themselves in compliance with the highest standards of business ethics and integrity and applicable legal requirements, as reflected in the MercyOne Code of Conduct, as amended from time to time. As of the effective date of the Agreement, the MercyOne Code of Conduct is available at the following website: <http://www.mercydesmoines.org/integrity-compliance>. To the extent applicable to the duties and obligations set forth in the Agreement, Employer agrees to take no action that will interfere with MercyOne Medical Groups' obligation to conduct its activities in accordance with the MercyOne Code of Conduct and, in the event that such obligation is placed at risk, MercyOne Medical Group may at its option terminate the Agreement immediately or work with Employer to eliminate the risk.

10. **Recordkeeping.** If and to the extent required by Section 1395x(v)(1)(I) of Title 42 of the United States Code, until the expiration of four (4) years after the termination of the Agreement, the parties shall make available, upon written request by the Secretary of the Department of Health and Human Services ("the Secretary"), or upon request by the Comptroller General of the United States General Accounting Office ("the Comptroller General"), or any of their duly authorized representatives, a copy of the Agreement and such books, documents, and records as are necessary to certify the nature and extent of the costs of the services provided by the parties under the Agreement. The parties further agree that, in the event it/he/she/they carries out any of its/his/her/their duties under the Agreement through a subcontract with a related organization with a value or cost of Ten Thousand Dollars (\$10,000) or more over a twelve (12) month period, such subcontract shall contain a provision requiring the related organization to make available until the expiration of four (4) years after the furnishing of such services pursuant to such subcontract upon written request to the Secretary, or upon request to the Comptroller General, or any of their duly authorized representatives, a copy of such subcontract and such books, documents, and records of such organization as are necessary to verify the nature and extent of such costs.

11. **Compliance with All Laws.** Each of the parties represents that its performance under the Agreement shall fully comply with all applicable federal, state and local statutes, rules, regulations, and applicable standards of other professional organizations, and that it shall be deemed a material breach of the Agreement by a party if it shall fail to comply with this representation. If such a breach is not cured in accordance with the Agreement, the non-breaching party may immediately terminate the Agreement without penalty and without limiting any other rights or remedies set forth in the Agreement. Specifically, but not by way of limitation, each of the parties represents that its performance under the Agreement shall comply with all applicable statutes, rules, regulations, accreditation standards and other applicable standards of: Medicare; Medicaid; the Administrative Simplification requirements of the Health Insurance Portability and Accountability Act of 1996 and regulations promulgated thereunder, including the Standards for Privacy of Individually Identifiable Health Information and Security Standards for the Protection of Electronic Protected Health Information at 45 C.F.R. Parts 160 and 164; the security and privacy provisions of the American Recovery and Reinvestment Act of 2009 and the regulations promulgated thereunder; the Health Information Technology for Economic and Clinical Health Act and the regulations promulgated thereunder, and updates to incorporate any changes to such statutes, rules, regulations, and applicable standards.

12. **Notices.** All notices pertaining to this Agreement shall be in writing and shall be deemed to be duly given when delivered by hand or two (2) days after the notice is mailed by certified or registered mail, postage prepaid, return receipt requested, and addressed to the party at the address listed below.

If to Employer:

City of Clive
1900 NW 114th
Clive, Iowa 50325

If to MercyOne Medical Group:

MercyOne Medical Group
Attn: Jennifer Olson

405 SW 5th Street, Suite E
Des Moines, Iowa 50309

14. **Miscellaneous.** This Agreement is strictly between, and for the benefit of, MercyOne Medical Group and Employer and their successors and assigns. This Agreement does not create any rights of third parties who are not a party to or signatory to this Agreement. No breach of this Agreement shall be deemed to damage or to be actionable by anyone other than Employer or MercyOne Medical Group and their successors and assigns. This Agreement shall be governed and interpreted under Iowa law, without regard to choice of law principles.

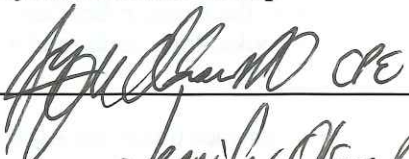
15. **Amendment.** This Agreement may be amended only by written mutual agreement of the parties.

16. **Entire Agreement.** This Agreement and the Exhibits hereto constitutes the entire agreement of the parties and supersede and render null and void all prior and contemporaneous agreements between the parties hereto with respect to the subject matter hereof.

IN WITNESS HEREOF, the parties hereto have caused this Agreement to be executed by their duly -authorized representatives.

MercyOne Medical Group

City of Clive

By: 

By: _____

Name/Title: Jennifer Olson DOCKE
President

Name/Title: _____

EXHIBIT A
Health Screening Services

1. Services, Products, and Fee Schedules:

Product	Product Description	Billing Method	Unit Price*	Amount
MercyOne EAP provided by Carebridge	Carebridge EAP	One-time payment OR pepm	\$2.16 PEPM** (equates to \$3,499.20 a year) **Based on 135 eligible employees	\$3,499.20
MercyOne Physician Form and data collection	Includes annual reporting and aggregate	One-time payment	Flat \$3,000	\$3,000

*All rates reviewed annually and are subject to annual increases.

MercyOne-Carebridge EAP-6 sessions

Employee productivity plays a key role in the success of any business, but often employees are overwhelmed by personal or emotional issues that interfere with their ability to perform at their best. With a variety of confidential, professional services, MercyOne-Carebridge EAP assists in creating an environment that's both encouraging and supportive.

Resources are available to help employees with high stress, psychological problems, substance abuse, legal troubles, as well as family and other personal issues. With MercyOne-Carebridge, employees can seek confidential help during the early stages of a problem, preventing it from becoming debilitating. By supporting your employees when they need it, you'll help them perform at their highest level, reduce workplace accidents, and protect work force morale.

eM Life (included at no extra cost within the MercyOne EAP)

Discover a proven way to take on life's challenges. eM Life is an app and website that provides evidence-based mindfulness solutions to prevent and reduce mental health concerns such as compassion fatigue, stress, anxiety, depression, chronic pain, and addictive behavior.

One Solution, Many Features

Immersive Multi-Week Programs • Live daily 14-minute mindfulness programs led by experts multiple times a day • Hundreds of hours of on-demand content on a wide range of topics including leadership, diversity and inclusion and anxiety • Expert-led community to gain support and purpose • Game and meditation timer to help you build and sustain healthy habits • Easy accessibility via website or app



Memo

TO: Mayor and Council members

FROM: Elizabeth Hansen, Director of Administrative Services

DATE: April 10, 2025

RE: Approve Health, Dental, and Vision Insurance for Employee Contributions and Authorize City Manager to Execute Benefits

SYNOPSIS:

The City of Clive participates in the Iowa Governmental Health Care Plan (IGHCP) for its employee health insurance program. IGHCP has served the City well since the 2007-08 plan year, averaging year-over-year cost increases of 3.08% when averaging both the fully insured Wellmark product and our self-funded portion of the plan with EBS. IGHCP now consists of 26 cities, 20 counties, 4 school districts, and 4 other government organizations for a total of over 13,000 lives. Many lives help stabilize premium increases for the entire group. Clive has greatly benefited from the shared liability over the years.

Attached is the proposed renewal plan, the City will see an overall premium increase of 0.38% for health insurance.

The proposed employee premium contribution percentage will stay the same for 2025-26 as it is currently due to plan document changes in 2023-2024. There were no changes in deductibles, maximum out-of-pocket, and prescription drugs. Today, the plans are as follows:

Traditional \$750/\$1,500 deductible with an out-of-pocket maximum of \$1,500/\$3,000, and prescription co-pays of \$10/\$25/\$40/\$85;

High-deductible plan of \$3,300 for singles and \$6,000 for families.

The employee wellness program allows employees to earn a premium discount (1% single and 2% family) by completing a physical, biometric screen, fitness assessment, dental, and vision screens.

Bargaining employees for the police department will remain at contribution rates of 10% for single coverage and 20% for family plans; however, contributions for the bargaining employees of the fire department will be at the rates of 11% for single coverage and 22% for family plans. Employees can earn a premium discount of 1-2% for singles and 1-3% for families if they meet or exceed fitness standards.

The attached table shows the monthly premium contribution for both bargaining and non-bargaining employees depending on the plan, type of coverage, and wellness discount. In addition to health insurance, the City has no changes to the dental or vision coverage or rates. The dental insurance program is with Delta Dental under the IGHCP trust (like health insurance). Employees will pay the same as the current year of \$55.58/month for family dental coverage with a maximum spending of \$1,250 per person annually. The vision program is with Ameritas. Employees will pay \$13.96 per month for family coverage, the same as the current year.

City Manager Matt McQuillen will need Council approval to execute the insurance and benefit renewals on the City's behalf.

Attachments:

1. FY26 Insurance Renewal
2. FY26 Health, Dental, and Vision Premiums

City of Clive Premium Rate Summary

July 1, 2025 Renewal with proposed increase in Consulting Fee

2024/2025 Rates -					Blue Choice / Blue RX Complete			
Medical Cost	Single	\$750/\$1500 Deductible			Single	\$3200/\$6000 Deductible		
		EE/SP	EE/CH	Family		EE/SP	EE/CH	Family
Wellmark Premium	\$580.49	\$1,451.22	\$1,451.22	\$1,451.22	\$503.39	\$1,258.48	\$1,258.48	\$1,258.48
Partial Self-Fund Claims Funding	\$79.83	\$85.00	\$85.00	\$303.66	\$52.04	\$74.02	\$74.02	\$116.58
IGHCP Consulting Fee	\$10.00	\$25.00	\$25.00	\$25.00	\$10.00	\$25.00	\$25.00	\$25.00
EBS Billing Fee	\$2.55	\$2.55	\$2.55	\$2.55	\$2.55	\$2.55	\$2.55	\$2.55
PSF Administration	\$7.14	\$7.14	\$7.14	\$7.14	\$7.14	\$7.14	\$7.14	\$7.14
Wellmark EOB Fee	\$0.83	\$0.83	\$0.83	\$0.83	\$0.83	\$0.83	\$0.83	\$0.83
From Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Monthly Cost	\$680.84	\$1,571.74	\$1,571.74	\$1,790.40	\$575.95	\$1,368.02	\$1,368.02	\$1,410.58
Participants	22	12	7	52	25	4	3	11
Annual Cost by Plan	\$1,655,308				\$473,895			
Annual Cost	\$2,129,203							
Annual Partial Self Fund	\$21,075	\$12,240	\$7,140	\$189,484	\$15,612	\$3,553	\$2,665	\$15,389
Total to Partial Self Fund	\$229,939				\$37,218			

2025/2026 Renewal -					Blue Choice / Blue RX Complete			
Medical Cost	Single	\$750/\$1500 Deductible			Single	\$3300/\$6000 Deductible		
		EE/SP	EE/CH	Family		EE/SP	EE/CH	Family
Wellmark Premium	\$580.49	\$1,451.22	\$1,451.22	\$1,451.22	\$503.39	\$1,258.48	\$1,258.48	\$1,258.48
Partial Self-Fund Claims Funding	\$79.83	\$85.00	\$85.00	\$303.66	\$52.04	\$74.02	\$74.02	\$116.58
IGHCP Consulting Fee	\$15.00	\$30.00	\$30.00	\$30.00	\$15.00	\$30.00	\$30.00	\$30.00
EBS Billing Fee	\$2.55	\$2.55	\$2.55	\$2.55	\$2.55	\$2.55	\$2.55	\$2.55
PSF Administration	\$7.14	\$7.14	\$7.14	\$7.14	\$7.14	\$7.14	\$7.14	\$7.14
Wellmark EOB Fee	\$0.83	\$0.83	\$0.83	\$0.83	\$0.83	\$0.83	\$0.83	\$0.83
From Reserve	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Monthly Cost	\$685.84	\$1,576.74	\$1,576.74	\$1,795.40	\$580.95	\$1,373.02	\$1,373.02	\$1,415.58
Participants	22	12	7	52	25	4	3	11
Annual Cost by Plan	\$1,660,888				\$476,475			
Annual Cost	\$2,137,363							
Annual Partial Self Fund	\$21,075	\$12,240	\$7,140	\$189,484	\$15,612	\$3,553	\$2,665	\$15,389
Total PSF Funding	\$229,939				\$37,218			
					0.38%			

Broker fee billed separately

EBS Admin fees approved 7/2023 to 7/2026

DATE _____

SIGNATURE _____

YOUR BENEFIT COST

The charts below display the monthly contributions you would make for your choice of medical, dental and/or vision plans. Your total contribution is automatically made through payroll deductions once you have made your elections.

NON-UNION MONTHLY COST: MEDICAL

	Total Monthly Premium	Employee Cost	Employee Cost w/ Wellness Discount
\$750 PLAN			
Employee	\$685.84	\$61.73	\$54.87
Employee + Spouse	\$1,576.74	\$252.28	\$220.74
Employee + Child(ren)	\$1,576.74	\$252.28	\$220.74
Family	\$1,795.40	\$287.26	\$251.36
\$3,300 PLAN HDHP			
Employee	\$580.95	\$52.29	\$46.48
Employee + Spouse	\$1,373.02	\$219.68	\$192.22
Employee + Child(ren)	\$1,373.02	\$219.68	\$192.22
Family	\$1,415.58	\$226.49	\$198.18

DENTAL & VISION MONTHLY COST

	Total Monthly Premium	Employer Cost	Employee Cost
DENTAL			
Employee	\$36.67	\$36.67	\$0
Family	\$116.07	\$60.49	\$55.58
VISION			
Employee	\$9.28	\$9.28	\$0
Family	\$23.24	\$9.28	\$13.96

YOUR BENEFIT COST - POLICE

MEDICAL MONTHLY COST

	Total Monthly Premium	3% Discount Exceeds Family	2% Discount Exceeds Individual	1% Discount Meets	No Discount Does Not Meet
\$750 PLAN					
Employee	\$685.84	N/A	\$54.87	\$61.73	\$68.58
Employee + Spouse	\$1,576.74	\$268.05	N/A	\$299.58	\$315.35
Employee + Child(ren)	\$1,576.74	\$268.05	N/A	\$299.58	\$315.35
Family	\$1,795.40	\$305.22	N/A	\$341.13	\$359.08
\$3,300 PLAN HDHP					
Employee	\$580.95	N/A	\$46.48	\$52.29	\$58.10
Employee + Spouse	\$1,373.02	\$233.41	N/A	\$260.87	\$274.60
Employee + Child(ren)	\$1,373.02	\$233.41	N/A	\$260.87	\$274.60
Family	\$1,415.58	\$240.65	N/A	\$268.96	\$283.12

- 3% Discount (family coverage) – Employee exceeds physical fitness expectations
- 2% Discount (individual coverage) – Employee exceeds physical fitness expectations
- 1% Discount – Employee meets physical fitness expectations
- No Discount – Employee does not meet physical fitness expectations

DENTAL & VISION MONTHLY COST

	Total Monthly Premium	Employer Cost	Employee Cost
DENTAL			
Employee	\$36.67	\$36.67	\$0
Family	\$116.07	\$60.49	\$55.58
VISION			
Employee	\$9.28	\$9.28	\$0
Family	\$23.24	\$9.28	\$13.96

YOUR BENEFIT COST - FIRE

MEDICAL MONTHLY COST

	Total Monthly Premium	3% Discount Exceeds Family	2% Discount Exceeds Individual	1% Discount Meets	No Discount Does Not Meet
\$750 PLAN					
Employee	\$685.84	N/A	\$61.73	\$68.58	\$75.44
Employee + Spouse	\$1,576.74	\$299.58	N/A	\$331.12	\$346.88
Employee + Child(ren)	\$1,576.74	\$299.58	N/A	\$331.12	\$346.88
Family	\$1,795.40	\$341.13	N/A	\$377.03	\$394.99
\$3,300 PLAN HDHP					
Employee	\$580.95	N/A	\$52.29	\$58.10	\$63.90
Employee + Spouse	\$1,373.02	\$260.87	N/A	\$288.33	\$302.06
Employee + Child(ren)	\$1,373.02	\$260.87	N/A	\$288.33	\$302.06
Family	\$1,415.58	\$268.96	N/A	\$297.27	\$311.43

- 3% Discount (family coverage) – Employee exceeds physical fitness expectations
- 2% Discount (individual coverage) – Employee exceeds physical fitness expectations
- 1% Discount – Employee meets physical fitness expectations
- No Discount – Employee does not meet physical fitness expectations

DENTAL & VISION MONTHLY COST

	Total Monthly Premium	Employer Cost	Employee Cost
DENTAL			
Employee	\$36.67	\$36.67	\$0
Family	\$116.07	\$60.49	\$55.58
VISION			
Employee	\$9.28	\$9.28	\$0
Family	\$23.24	\$9.28	\$13.96



Memo

TO: Mayor and Council members

FROM: Elizabeth Hansen, Director of Administrative Services

DATE: April 10, 2025

RE: Resolution Approving Wage and Salary Levels

SYNOPSIS:

This is our annual resolution fixing Wage and Salary Levels for the City of Clive staff for the 2025-26 fiscal year and amending the Pay Matrix to reflect the October consumer price index. The wage and salary levels submitted have been adjusted by 2.6% per the October 2024 CPI.

As in the past, employee pay increases will be determined by the council-approved FY26 Wage & Salary Levels, Salary Matrix Table, and the employee's performance evaluation score. The NeoGov Perform module will once again be used to electronically facilitate the evaluations and ratings.

The overall citywide salary increase is projected at 8% for union staff per collective bargaining agreements and 5% for non-union staff based on the merit pay matrix. This increase was realized during the budget process and has been accounted for in the tax rate.

In addition, after union negotiations, staff did a comparison analysis with our comparable cities, and with the new union wages realized, the pay difference between Fire Lieutenants and Firefighter Paramedics is too narrow, even though Lieutenants are in a supervisory role with added responsibilities. For example, the highest pay for a Firefighter Paramedic (Step 9) is \$33.95/hr, which is close to the starting pay for Fire Lieutenants, \$31/hr. This creates a situation where Lieutenants are not paid enough for their leadership duties. The same issue existed when reviewing the police officers' pay and the Police Sergeants' pay. To address the compression issue, staff are proposing a 7% increase for the three Fire Lieutenants and the four Police Sergeants.

The Wage and Salary Levels and the Pay Matrix were reviewed by the Personnel Committee, and they recommended approval.

Attachments:

1. Resolution Approving Staff Wage and Salary Levels 25-26
2. Salary Matrix Table
3. FY 25-26 Pay Ranges

RESOLUTION NO. _____

**RESOLUTION APPROVING STAFF WAGE AND SALARY LEVELS AND SALARY
MATRIX TABLE FY 2025-2026**

WHEREAS, the City of Clive has established staff wage and salary levels and a salary matrix table for the 2025-2026 fiscal year; and

WHEREAS, the City Council of the City of Clive desires to approve the staff wage and salary levels and the salary matrix table for the 2025-2026 fiscal year.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

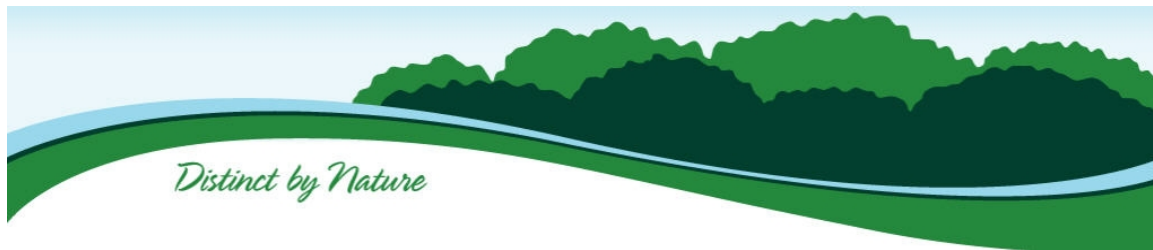
That the attached wage and salary levels and salary matrix table for employees of the City of Clive for the FY 2025-2026 are hereby approved by the Clive City Council.

PASSED AND APPROVED THIS 10th day of April 2025.

By: _____
John Edwards, Mayor

ATTEST:

By: _____
Matthew Graham, City Clerk



City of Clive

SALARY MATRIX TABLE Merit, CPI and Wage Position Factors

CPI Rate = 2.6%*

Performance Evaluation Rating	Current Wage Position in Pay Range				Percent of CPI Rate
	1st Quartile - 25% or below	2nd Quartile - 26%-50%	3rd Quartile - 51%-75%	4th Quartile - 76%+	
Improvement Needed	0%	0%	0%	0%	0%
Uneven Year	1.00%	0.75%	0.50%	0.25%	50%
Good Year	2.00%	1.75%	1.5%	1.25%	100%
Great Year	2.5%	2.25%	2.0%	1.75%	100%
Exceptional Year	3.5%	3.25%	3.0%	2.75%	100%

Example #1 : Employee receives uneven year and is in 1st quartile of range
Equates to 1% merit + 1.3% CPI (50% of 2.6%) for total wage increase of 2.3%

Example #2 : Employee receives great year and is in 3rd quartile of range
Equates to 2% merit + 2.6% CPI (100%) for total wage increase of 4.6%

*CPI Rate is set by the 12-month composite CPI-U Midwest published in October for the previous calendar year. The CPI-U is subject to a minimum of 1% and a maximum of 3% except as determined by the Clive City Council. The specific definition of CPI-U Midwest: All items in Midwest urban consumers, not seasonally adjusted.

Council Adopted: Pending, April 10, 2025

FY24 Wage & Salary Levels	3. Next Year (FY24) Minimum Entry	Current Wage Position in Pay Range								6. Next Year (FY24) Upper Average	
		1st Quartile 25% or below		2nd Quartile 26%- 50%		3rd Quartile 51%- 75%		4th Quartile 76%- and up			
POSITION											
Tier 1 - Part-Time											
Library Page	\$ 13.00	\$ 13.00	\$ 13.98	\$ 13.99	\$ 14.97	\$ 14.98	\$ 15.95	\$ 15.96	\$ 16.91	\$ 16.91	23.12%
Crossing Guard	\$ 15.21	\$ 15.21	\$ 16.35	\$ 16.36	\$ 17.51	\$ 17.52	\$ 18.66	\$ 18.67	\$ 19.78	\$ 19.78	23.10%
Library Assistant I	\$ 17.43	\$ 17.43	\$ 18.74	\$ 18.75	\$ 20.05	\$ 20.06	\$ 21.37	\$ 21.38	\$ 22.65	\$ 22.65	23.05%
Library Assistant II	\$ 19.94	\$ 19.94	\$ 21.44	\$ 21.45	\$ 22.94	\$ 22.95	\$ 24.45	\$ 24.46	\$ 25.92	\$ 25.92	23.07%
Community Service Officer	\$ 28.61	\$ 28.61	\$ 30.76	\$ 30.77	\$ 32.91	\$ 32.92	\$ 35.07	\$ 35.08	\$ 37.19	\$ 37.19	23.07%
Tier 2											
Accounting Clerk	\$ 50,835	\$ 50,835	\$ 54,652	\$ 54,653	\$ 58,470	\$ 58,471	\$ 62,288	\$ 62,289	\$ 66,102	\$ 66,102	#DIV/0!
Administrative Assistant	\$ 50,835	\$ 50,835	\$ 54,652	\$ 54,653	\$ 58,470	\$ 58,471	\$ 62,288	\$ 62,289	\$ 66,102	\$ 66,102	23.10%
Utility Billing Clerk	\$ 50,835	\$ 50,835	\$ 54,652	\$ 54,653	\$ 58,470	\$ 58,471	\$ 62,288	\$ 62,289	\$ 66,102	\$ 66,102	23.10%
Administrative Specialist	\$ 53,706	\$ 53,706	\$ 57,736	\$ 57,737	\$ 61,767	\$ 61,768	\$ 65,798	\$ 65,799	\$ 69,826	\$ 69,826	23.09%
PW/PK Operations Specialist	\$ 54,727	\$ 54,727	\$ 58,829	\$ 58,830	\$ 62,933	\$ 62,934	\$ 67,036	\$ 67,037	\$ 71,136	\$ 71,136	23.07%
PK Sr Operations Specialist - Mechanic	\$ 59,342	\$ 59,342	\$ 63,794	\$ 63,795	\$ 68,246	\$ 68,247	\$ 72,698	\$ 72,699	\$ 77,147	\$ 77,147	23.08%
PW Senior Operations Specialist	\$ 59,342	\$ 59,342	\$ 63,794	\$ 63,795	\$ 68,246	\$ 68,247	\$ 72,698	\$ 72,699	\$ 77,147	\$ 77,147	23.08%
Tier 3											
Deputy Clerk	\$ 60,528	\$ 60,528	\$ 65,068	\$ 65,069	\$ 69,608	\$ 69,609	\$ 74,149	\$ 74,150	\$ 78,686	\$ 78,686	#DIV/0!
Utility Billing Specialist	\$ 60,528	\$ 60,528	\$ 65,068	\$ 65,069	\$ 69,608	\$ 69,609	\$ 74,149	\$ 74,150	\$ 78,686	\$ 78,686	23.08%
Building Inspector I	\$ 63,003	\$ 63,003	\$ 67,730	\$ 67,731	\$ 72,458	\$ 72,459	\$ 77,186	\$ 77,187	\$ 81,910	\$ 81,910	23.08%
Code Enforcement Officer I	\$ 63,003	\$ 63,003	\$ 67,730	\$ 67,731	\$ 72,458	\$ 72,459	\$ 77,186	\$ 77,187	\$ 81,910	\$ 81,910	23.08%
Engineering Inspection Tech	\$ 69,056	\$ 69,056	\$ 74,235	\$ 74,236	\$ 79,415	\$ 79,416	\$ 84,596	\$ 84,597	\$ 89,773	\$ 89,773	23.08%
Building Inspector II	\$ 69,098	\$ 69,098	\$ 74,282	\$ 74,283	\$ 79,467	\$ 79,468	\$ 84,653	\$ 84,654	\$ 89,835	\$ 89,835	23.08%
Code Enforcement Officer II	\$ 69,098	\$ 69,098	\$ 74,282	\$ 74,283	\$ 79,467	\$ 79,468	\$ 84,653	\$ 84,654	\$ 89,835	\$ 89,835	23.08%
Planner	\$ 71,032	\$ 71,032	\$ 76,362	\$ 76,363	\$ 81,693	\$ 81,694	\$ 87,024	\$ 87,025	\$ 92,352	\$ 92,352	23.09%
Accounting Specialist	\$ 71,032	\$ 71,032	\$ 76,362	\$ 76,363	\$ 81,693	\$ 81,694	\$ 87,024	\$ 87,025	\$ 92,352	\$ 92,352	23.09%
Human Resources Specialist	\$ 71,032	\$ 71,032	\$ 76,362	\$ 76,363	\$ 81,693	\$ 81,694	\$ 87,024	\$ 87,025	\$ 92,352	\$ 92,352	23.09%
Communication Specialist	\$ 71,032	\$ 71,032	\$ 76,362	\$ 76,363	\$ 81,693	\$ 81,694	\$ 87,024	\$ 87,025	\$ 92,352	\$ 92,352	23.09%
Parks Maintenance Supervisor	\$ 71,490	\$ 71,490	\$ 76,851	\$ 76,852	\$ 82,213	\$ 82,214	\$ 87,575	\$ 87,576	\$ 92,934	\$ 92,934	23.08%
Sr. Engineering Technician II	\$ 73,798	\$ 73,798	\$ 79,331	\$ 79,332	\$ 84,865	\$ 84,866	\$ 90,399	\$ 90,400	\$ 95,930	\$ 95,930	23.07%
Sr. Engineering Inspector Tech	\$ 73,798	\$ 73,798	\$ 79,331	\$ 79,332	\$ 84,865	\$ 84,866	\$ 90,399	\$ 90,400	\$ 95,930	\$ 95,930	23.07%
Adult Services Librarian	\$ 74,714	\$ 74,714	\$ 80,319	\$ 80,320	\$ 85,926	\$ 85,927	\$ 91,532	\$ 91,533	\$ 97,136	\$ 97,136	23.08%
Public Services Librarian	\$ 74,714	\$ 74,714	\$ 80,319	\$ 80,320	\$ 85,926	\$ 85,927	\$ 91,532	\$ 91,533	\$ 97,136	\$ 97,136	23.08%
Youth Services Librarian	\$ 74,714	\$ 74,714	\$ 80,319	\$ 80,320	\$ 85,926	\$ 85,927	\$ 91,532	\$ 91,533	\$ 97,136	\$ 97,136	23.08%
GIS Coordinator	\$ 78,603	\$ 78,603	\$ 84,500	\$ 84,501	\$ 90,398	\$ 90,399	\$ 96,296	\$ 96,297	\$ 102,190	\$ 102,190	23.08%
Network Administrator	\$ 78,603	\$ 78,603	\$ 84,500	\$ 84,501	\$ 90,398	\$ 90,399	\$ 96,296	\$ 96,297	\$ 102,190	\$ 102,190	23.08%
Recreation Coordinator	\$ 78,915	\$ 78,915	\$ 84,833	\$ 84,834	\$ 90,751	\$ 90,752	\$ 96,670	\$ 96,671	\$ 102,586	\$ 102,586	23.07%
PW Operations Supervisor	\$ 80,704	\$ 80,704	\$ 86,752	\$ 86,753	\$ 92,800	\$ 92,801	\$ 98,849	\$ 98,850	\$ 104,894	\$ 104,894	23.06%
Fire Lieutenant	\$ 81,065	\$ 81,065	\$ 87,139	\$ 87,140	\$ 93,214	\$ 93,215	\$ 99,290	\$ 99,291	\$ 105,362	\$ 105,362	23.06%
Senior Planner	\$ 82,534	\$ 82,534	\$ 88,728	\$ 88,729	\$ 94,922	\$ 94,923	\$ 101,116	\$ 101,117	\$ 107,307	\$ 107,307	23.09%
Police Sergeant	\$ 83,533	\$ 83,533	\$ 89,799	\$ 89,800	\$ 96,066	\$ 96,067	\$ 102,333	\$ 102,334	\$ 108,597	\$ 108,597	23.08%
Tier 4											
Civil Engineer (Non-PE)	\$ 84,448	\$ 84,448	\$ 90,782	\$ 90,783	\$ 97,116	\$ 97,117	\$ 103,451	\$ 103,452	\$ 109,782	\$ 109,782	#DIV/0!
Water Resources Engineer (Non-PE)	\$ 84,490	\$ 84,490	\$ 90,813	\$ 90,814	\$ 97,137	\$ 97,138	\$ 103,461	\$ 103,462	\$ 109,782	\$ 109,782	23.04%
City Clerk	\$ 86,186	\$ 86,186	\$ 92,652	\$ 92,653	\$ 99,119	\$ 99,120	\$ 105,586	\$ 105,587	\$ 112,050	\$ 112,050	23.08%
Senior GIS Analyst	\$ 91,000	\$ 91,000	\$ 97,828	\$ 97,829	\$ 104,656	\$ 104,657	\$ 111,485	\$ 111,486	\$ 118,310	\$ 118,310	23.08%
Senior Network Administrator	\$ 91,000	\$ 91,000	\$ 97,828	\$ 97,829	\$ 104,656	\$ 104,657	\$ 111,485	\$ 111,486	\$ 118,310	\$ 118,310	23.08%
Finance Manager	\$ 93,859	\$ 93,859	\$ 100,897	\$ 100,898	\$ 107,937	\$ 107,938	\$ 114,976	\$ 114,977	\$ 122,013	\$ 122,013	23.07%
FD Asst. Chief - Fire Marshal	\$ 94,806	\$ 94,806	\$ 101,920	\$ 101,921	\$ 109,035	\$ 109,036	\$ 116,149	\$ 116,150	\$ 123,261	\$ 123,261	23.08%
FD Asst. Chief of Training	\$ 96,803	\$ 96,803	\$ 104,062	\$ 104,063	\$ 111,323	\$ 111,324	\$ 118,583	\$ 118,584	\$ 125,840	\$ 125,840	23.07%
Police Lieutenant	\$ 97,406	\$ 97,406	\$ 104,712	\$ 104,713	\$ 112,019	\$ 112,020	\$ 119,326	\$ 119,327	\$ 126,630	\$ 126,630	23.08%
Library Manager	\$ 97,760	\$ 97,760	\$ 105,097	\$ 105,098	\$ 112,435	\$ 112,436	\$ 119,774	\$ 119,775	\$ 127,109	\$ 127,109	23.09%
Recreation Manager	\$ 97,760	\$ 97,760	\$ 105,097	\$ 105,098	\$ 112,435	\$ 112,436	\$ 119,774	\$ 119,775	\$ 127,109	\$ 127,109	23.09%
Parks Manager	\$ 97,760	\$ 97,760	\$ 105,097	\$ 105,098	\$ 112,435	\$ 112,436	\$ 119,774	\$ 119,775	\$ 127,109	\$ 127,109	23.09%
Construction Services Administrator	\$ 99,195	\$ 99,195	\$ 106,636	\$ 106,637	\$ 114,079	\$ 114,080	\$ 121,521	\$ 121,522	\$ 128,960	\$ 128,960	23.08%
Water Resources Engineer	\$ 99,362	\$ 99,362	\$ 106,813	\$ 106,814	\$ 114,266	\$ 114,267	\$ 121,718	\$ 121,719	\$ 129,168	\$ 129,168	23.08%
Civil Engineer	\$ 99,362	\$ 99,362	\$ 106,813	\$ 106,814	\$ 114,266	\$ 114,267	\$ 121,718	\$ 121,719	\$ 129,168	\$ 129,168	23.08%
FD Asst. Chief of Operations	\$ 100,755	\$ 100,755	\$ 108,311	\$ 108,312	\$ 115,867	\$ 115,868	\$ 123,424	\$ 123,425	\$ 130,978	\$ 130,978	23.07%
PW Operations Administrator	\$ 102,170	\$ 102,170	\$ 109,829	\$ 109,830	\$ 117,490	\$ 117,491	\$ 125,150	\$ 125,151	\$ 132,808	\$ 132,808	23.07%
Police Captain	\$ 103,314	\$ 103,314	\$ 111,062	\$ 111,063	\$ 118,811	\$ 118,812	\$ 126,560	\$ 126,561	\$ 134,306	\$ 134,306	23.08%
Technology Services Manager	\$ 116,085	\$ 116,085	\$ 125,034	\$ 125,035	\$ 133,984	\$ 133,985	\$ 142,935	\$ 142,936	\$ 151,882	\$ 151,882	23.57%
Human Resources Manager	\$ 116,085	\$ 116,085	\$ 125,034	\$ 125,035	\$ 133,985	\$ 133,986	\$ 142,935	\$ 142,936	\$ 151,882	\$ 151,882	23.57%
Engineering Administrator	\$ 116,834	\$ 116,834	\$ 125,596	\$ 125,597	\$ 134,359	\$ 134,360	\$ 143,122	\$ 143,123	\$ 151,882	\$ 151,882	23.08%
Tier 5											
Director of Administrative Services	\$ 130,853	\$ 130,853	\$ 140,670	\$ 140,671	\$ 150,489	\$ 150,490	\$ 160,308	\$ 160,309	\$ 170,123	\$ 170,123	#DIV/0!
Community Development Director	\$ 130,853	\$ 130,853	\$ 140,670	\$ 140,671	\$ 150,489	\$ 150,490	\$ 160,308	\$ 160,309	\$ 170,123	\$ 170,123	23.08%
Fire / Rescue Chief	\$ 130,853	\$ 130,853	\$ 140,670	\$ 140,671	\$ 150,489	\$ 150,490	\$ 160,308	\$ 160,309	\$ 170,123	\$ 170,123	23.08%
Leisure Services Director	\$ 130,853	\$ 130,853	\$ 140,670	\$ 140,671	\$ 150,489	\$ 150,490	\$ 160,308	\$ 160,309	\$ 170,123	\$ 170,123	23.08%
Police Chief	\$ 130,853	\$ 130,853	\$ 140,670	\$ 140,671	\$ 150,489	\$ 150,490	\$ 160,308	\$ 160,309	\$ 170,123	\$ 170,123	23.08%
Public Works Director	\$ 130,853	\$ 130,853	\$ 140,670	\$ 140,671	\$ 150,489	\$ 150,490	\$ 160,308	\$ 160,309	\$ 170,123	\$ 170,123	23.08%
Asst. City Manager	\$ 130,853	\$ 130,853	\$ 140,670	\$ 140,671	\$ 150,489	\$ 150,490	\$ 160,308	\$ 160,309	\$ 170,123	\$ 170,123	23.08%

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The cities of West Des Moines, Urbandale, Ankeny, Johnston, Waukee and Altoona were used as comparison communities.

FY25 Wage & Salary Levels 2.9%	Current Wage Position in Pay Range										6. Next Year
	3. Next Year	1st Quartile 25% or below		2nd Quartile 26%- 50%		3rd Quartile 51%- 75%		4th Quartile 76%- and up			
POSITION											
Tier 1 - Part-Time											
Library Page	\$ 13.38	\$ 13.38	\$ 14.38	\$ 14.39	\$ 15.40	\$ 15.41	\$ 16.41	\$ 16.42	\$ 17.40	\$ 17.40	
Crossing Guard	\$ 15.65	\$ 15.65	\$ 16.83	\$ 16.84	\$ 18.01	\$ 18.02	\$ 19.20	\$ 19.21	\$ 20.35	\$ 20.35	
Library Assistant I	\$ 17.94	\$ 17.94	\$ 19.28	\$ 19.29	\$ 20.63	\$ 20.64	\$ 21.98	\$ 21.99	\$ 23.31	\$ 23.31	
Library Assistant II	\$ 20.52	\$ 20.52	\$ 22.06	\$ 22.07	\$ 23.60	\$ 23.61	\$ 25.15	\$ 25.16	\$ 26.67	\$ 26.67	
Community Service Officer	\$ 29.44	\$ 29.44	\$ 31.65	\$ 31.66	\$ 33.86	\$ 33.87	\$ 36.08	\$ 36.09	\$ 38.27	\$ 38.27	
Tier 2											
Accounting Clerk	\$ 52,309	\$ 52,309	\$ 56,237	\$ 56,238	\$ 60,165	\$ 60,166	\$ 64,094	\$ 64,095	\$ 68,019	\$ 68,019	
Administrative Assistant	\$ 52,309	\$ 52,309	\$ 56,237	\$ 56,238	\$ 60,165	\$ 60,166	\$ 64,094	\$ 64,095	\$ 68,019	\$ 68,019	
Utility Billing Clerk	\$ 52,309	\$ 52,309	\$ 56,237	\$ 56,238	\$ 60,165	\$ 60,166	\$ 64,094	\$ 64,095	\$ 68,019	\$ 68,019	
Administrative Specialist	\$ 55,263	\$ 55,263	\$ 59,410	\$ 59,411	\$ 63,558	\$ 63,559	\$ 67,706	\$ 67,707	\$ 71,851	\$ 71,851	
PW/PK Operations Specialist	\$ 56,314	\$ 56,314	\$ 60,535	\$ 60,536	\$ 64,758	\$ 64,759	\$ 68,980	\$ 68,981	\$ 73,199	\$ 73,199	
PK Sr Operations Specialist - Mechanic	\$ 61,063	\$ 61,063	\$ 65,644	\$ 65,645	\$ 70,225	\$ 70,226	\$ 74,806	\$ 74,807	\$ 79,384	\$ 79,384	
PW Senior Operations Specialist	\$ 61,063	\$ 61,063	\$ 65,644	\$ 65,645	\$ 70,225	\$ 70,226	\$ 74,806	\$ 74,807	\$ 79,384	\$ 79,384	
Tier 3											
Deputy Clerk	\$ 62,283	\$ 62,283	\$ 66,955	\$ 66,956	\$ 71,627	\$ 71,628	\$ 76,299	\$ 76,300	\$ 80,968	\$ 80,968	
Utility Billing Specialist	\$ 62,283	\$ 62,283	\$ 66,954	\$ 66,955	\$ 71,627	\$ 71,628	\$ 76,299	\$ 76,300	\$ 80,968	\$ 80,968	
Building Inspector I	\$ 64,830	\$ 64,830	\$ 69,694	\$ 69,695	\$ 74,559	\$ 74,560	\$ 79,424	\$ 79,425	\$ 84,286	\$ 84,286	
Code Enforcement Officer I	\$ 64,830	\$ 64,830	\$ 69,694	\$ 69,695	\$ 74,559	\$ 74,560	\$ 79,424	\$ 79,425	\$ 84,286	\$ 84,286	
Engineering Inspection Tech	\$ 71,059	\$ 71,059	\$ 76,388	\$ 76,389	\$ 81,718	\$ 81,719	\$ 87,049	\$ 87,050	\$ 92,376	\$ 92,376	
Building Inspector II	\$ 71,101	\$ 71,101	\$ 76,436	\$ 76,437	\$ 81,772	\$ 81,773	\$ 87,108	\$ 87,109	\$ 92,440	\$ 92,440	
Code Enforcement Officer II	\$ 71,101	\$ 71,101	\$ 76,436	\$ 76,437	\$ 81,772	\$ 81,773	\$ 87,108	\$ 87,109	\$ 92,440	\$ 92,440	
Planner	\$ 73,092	\$ 73,092	\$ 78,576	\$ 78,577	\$ 84,062	\$ 84,063	\$ 89,548	\$ 89,549	\$ 95,030	\$ 95,030	
Accounting Specialist	\$ 73,092	\$ 73,092	\$ 78,576	\$ 78,577	\$ 84,062	\$ 84,063	\$ 89,548	\$ 89,549	\$ 95,030	\$ 95,030	
Human Resources Specialist	\$ 73,092	\$ 73,092	\$ 78,576	\$ 78,577	\$ 84,062	\$ 84,063	\$ 89,548	\$ 89,549	\$ 95,030	\$ 95,030	
Communication Specialist	\$ 73,092	\$ 73,092	\$ 78,576	\$ 78,577	\$ 84,062	\$ 84,063	\$ 89,548	\$ 89,549	\$ 95,030	\$ 95,030	
Parks Maintenance Supervisor	\$ 73,563	\$ 73,563	\$ 79,079	\$ 79,080	\$ 84,597	\$ 84,598	\$ 90,115	\$ 90,116	\$ 95,629	\$ 95,629	
Sr. Engineering Technician II	\$ 75,939	\$ 75,939	\$ 81,632	\$ 81,633	\$ 87,326	\$ 87,327	\$ 93,020	\$ 93,021	\$ 98,712	\$ 98,712	
Sr. Engineering Inspector Tech	\$ 75,939	\$ 75,939	\$ 81,632	\$ 81,633	\$ 87,326	\$ 87,327	\$ 93,020	\$ 93,021	\$ 98,712	\$ 98,712	
Adult Services Librarian	\$ 76,880	\$ 76,880	\$ 82,648	\$ 82,649	\$ 88,418	\$ 88,419	\$ 94,187	\$ 94,188	\$ 99,953	\$ 99,953	
Public Services Librarian	\$ 76,880	\$ 76,880	\$ 82,648	\$ 82,649	\$ 88,418	\$ 88,419	\$ 94,187	\$ 94,188	\$ 99,953	\$ 99,953	
Youth Services Librarian	\$ 76,880	\$ 76,880	\$ 82,648	\$ 82,649	\$ 88,418	\$ 88,419	\$ 94,187	\$ 94,188	\$ 99,953	\$ 99,953	
GIS Coordinator	\$ 80,883	\$ 80,883	\$ 86,951	\$ 86,952	\$ 93,019	\$ 93,020	\$ 99,088	\$ 99,089	\$ 105,154	\$ 105,154	
Network Administrator	\$ 80,883	\$ 80,883	\$ 86,951	\$ 86,952	\$ 93,019	\$ 93,020	\$ 99,088	\$ 99,089	\$ 105,154	\$ 105,154	
Recreation Coordinator	\$ 81,204	\$ 81,204	\$ 87,293	\$ 87,294	\$ 93,383	\$ 93,384	\$ 99,473	\$ 99,474	\$ 105,561	\$ 105,561	
PW Operations Supervisor	\$ 83,044	\$ 83,044	\$ 89,267	\$ 89,268	\$ 95,491	\$ 95,492	\$ 101,715	\$ 101,716	\$ 107,936	\$ 107,936	
Fire Lieutenant	\$ 83,416	\$ 83,416	\$ 89,666	\$ 89,667	\$ 95,918	\$ 95,919	\$ 102,169	\$ 102,170	\$ 108,417	\$ 108,417	
Senior Planner	\$ 84,928	\$ 84,928	\$ 91,301	\$ 91,302	\$ 97,675	\$ 97,676	\$ 104,048	\$ 104,049	\$ 110,419	\$ 110,419	
Police Sergeant	\$ 85,955	\$ 85,955	\$ 92,403	\$ 92,404	\$ 98,852	\$ 98,853	\$ 105,300	\$ 105,301	\$ 111,746	\$ 111,746	
Tier 4											
Civil Engineer (Non-PE)	\$ 86,897	\$ 86,897	\$ 93,414	\$ 93,415	\$ 99,933	\$ 99,934	\$ 106,451	\$ 106,452	\$ 112,966	\$ 112,966	
Water Resources Engineer (Non-PE)	\$ 86,940	\$ 86,940	\$ 93,446	\$ 93,447	\$ 99,954	\$ 99,955	\$ 106,462	\$ 106,463	\$ 112,966	\$ 112,966	
City Clerk	\$ 88,685	\$ 88,685	\$ 95,339	\$ 95,340	\$ 101,993	\$ 101,994	\$ 108,648	\$ 108,649	\$ 115,299	\$ 115,299	
Senior GIS Analyst	\$ 93,639	\$ 93,639	\$ 100,665	\$ 100,666	\$ 107,691	\$ 107,692	\$ 114,718	\$ 114,719	\$ 121,741	\$ 121,741	
Senior Network Administrator	\$ 93,639	\$ 93,639	\$ 100,665	\$ 100,666	\$ 107,691	\$ 107,692	\$ 114,718	\$ 114,719	\$ 121,741	\$ 121,741	
Finance Manager	\$ 96,581	\$ 96,581	\$ 103,823	\$ 103,824	\$ 111,067	\$ 111,068	\$ 118,311	\$ 118,312	\$ 125,551	\$ 125,551	
FD Asst. Chief - Fire Marshal	\$ 97,556	\$ 97,556	\$ 104,876	\$ 104,877	\$ 112,197	\$ 112,198	\$ 119,517	\$ 119,518	\$ 126,835	\$ 126,835	
FD Asst. Chief of Training	\$ 99,610	\$ 99,610	\$ 107,080	\$ 107,081	\$ 114,551	\$ 114,552	\$ 122,022	\$ 122,023	\$ 129,489	\$ 129,489	
Police Lieutenant	\$ 100,231	\$ 100,231	\$ 107,749	\$ 107,750	\$ 115,268	\$ 115,269	\$ 122,787	\$ 122,788	\$ 130,303	\$ 130,303	
Library Manager	\$ 100,595	\$ 100,595	\$ 108,145	\$ 108,146	\$ 115,696	\$ 115,697	\$ 123,247	\$ 123,248	\$ 130,795	\$ 130,795	
Recreation Manager	\$ 100,595	\$ 100,595	\$ 108,145	\$ 108,146	\$ 115,696	\$ 115,697	\$ 123,247	\$ 123,248	\$ 130,795	\$ 130,795	
Parks Manager	\$ 100,595	\$ 100,595	\$ 108,145	\$ 108,146	\$ 115,696	\$ 115,697	\$ 123,247	\$ 123,248	\$ 130,795	\$ 130,795	
Construction Services Administrator	\$ 102,072	\$ 102,072	\$ 109,729	\$ 109,730	\$ 117,387	\$ 117,388	\$ 125,045	\$ 125,046	\$ 132,700	\$ 132,700	
Water Resources Engineer	\$ 102,243	\$ 102,243	\$ 109,911	\$ 109,912	\$ 117,579	\$ 117,580	\$ 125,248	\$ 125,249	\$ 132,914	\$ 132,914	
Civil Engineer	\$ 102,243	\$ 102,243	\$ 109,911	\$ 109,912	\$ 117,579	\$ 117,580	\$ 125,248	\$ 125,249	\$ 132,914	\$ 132,914	
FD Asst. Chief of Operations	\$ 103,677	\$ 103,677	\$ 111,452	\$ 111,453	\$ 119,228	\$ 119,229	\$ 127,003	\$ 127,004	\$ 134,776	\$ 134,776	
PW Operations Administrator	\$ 105,133	\$ 105,133	\$ 113,014	\$ 113,015	\$ 120,897	\$ 120,898	\$ 128,780	\$ 128,781	\$ 136,659	\$ 136,659	
Police Captain	\$ 106,310	\$ 106,310	\$ 114,282	\$ 114,283	\$ 122,256	\$ 122,257	\$ 130,230	\$ 130,231	\$ 138,200	\$ 138,200	
Technology Services Manager	\$ 119,451	\$ 119,451	\$ 128,660	\$ 128,661	\$ 137,870	\$ 137,871	\$ 147,080	\$ 147,081	\$ 156,287	\$ 156,287	
Human Resources Manager	\$ 119,451	\$ 119,451	\$ 128,660	\$ 128,661	\$ 137,870	\$ 137,871	\$ 147,080	\$ 147,081	\$ 156,287	\$ 156,287	
Engineering Administrator	\$ 120,222	\$ 120,222	\$ 129,238	\$ 129,239	\$ 138,255	\$ 138,256	\$ 147,272	\$ 147,273	\$ 156,286	\$ 156,286	
Tier 5											
Director of Administrative Services	\$ 134,648	\$ 134,648	\$ 144,750	\$ 144,751	\$ 154,853	\$ 154,854	\$ 164,956	\$ 164,957	\$ 175,057	\$ 175,057	
Community Development Director	\$ 134,648	\$ 134,648	\$ 144,750	\$ 144,751	\$ 154,853	\$ 154,854	\$ 164,956	\$ 164,957	\$ 175,057	\$ 175,057	
Fire / Rescue Chief	\$ 134,648	\$ 134,648	\$ 144,750	\$ 144,751	\$ 154,853	\$ 154,854	\$ 164,956	\$ 164,957	\$ 175,057	\$ 175,057	
Leisure Services Director	\$ 134,648	\$ 134,648	\$ 144,750	\$ 144,751	\$ 154,853	\$ 154,854	\$ 164,956	\$ 164,957	\$ 175,057	\$ 175,057	
Police Chief	\$ 134,648	\$ 134,648	\$ 144,750	\$ 144,751	\$ 154,853	\$ 154,854	\$ 164,956	\$ 164,957	\$ 175,057	\$ 175,057	
Public Works Director	\$ 134,648	\$ 134,648	\$ 144,750	\$ 144,751	\$ 154,853	\$ 154,854	\$ 164,956	\$ 164,957	\$ 175,057	\$ 175,057	
Asst. City Manager	\$ 134,648	\$ 134,648	\$ 144,750	\$ 144,751	\$ 154,853	\$ 154,854	\$ 164,956	\$ 164,957	\$ 175,057	\$ 175,057	

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The cities of West Des Moines, Urbandale, Ankeny, Johnston, Waukee and Altoona were used as comparison communities.

FY26 Wage & Salary Levels 2.6%	3. Next Year (FY26) Minimum Entry	Current Wage Position in Pay Range								6. Next Year (FY26) Upper Average
		1st Quartile 25% or below		2nd Quartile 26%- 50%		3rd Quartile 51%- 75%		4th Quartile 76%- and up		
POSITION										
Tier 1 - Part-Time										
Library Page	\$ 13.72	\$ 13.72	\$ 14.76	\$ 14.77	\$ 15.80	\$ 15.81	\$ 16.84	\$ 16.85	\$ 17.85	\$ 17.85
Crossing Guard	\$ 16.06	\$ 16.06	\$ 17.26	\$ 17.27	\$ 18.48	\$ 18.49	\$ 19.70	\$ 19.71	\$ 20.88	\$ 20.88
Library Assistant I	\$ 18.40	\$ 18.40	\$ 19.78	\$ 19.79	\$ 21.17	\$ 21.18	\$ 22.56	\$ 22.57	\$ 23.91	\$ 23.91
Library Assistant II	\$ 21.05	\$ 21.05	\$ 22.63	\$ 22.64	\$ 24.22	\$ 24.23	\$ 25.81	\$ 25.82	\$ 27.37	\$ 27.37
Community Service Officer	\$ 30.21	\$ 30.21	\$ 32.47	\$ 32.48	\$ 34.74	\$ 34.75	\$ 37.02	\$ 37.03	\$ 39.26	\$ 39.26
Tier 2										
Accounting Clerk	\$ 53,669.47	\$ 53,669	\$ 57,699	\$ 57,700	\$ 61,730	\$ 61,731	\$ 65,760	\$ 65,761	\$ 69,788	\$ 69,788
Administrative Assistant	\$ 53,669.47	\$ 53,669	\$ 57,699	\$ 57,700	\$ 61,730	\$ 61,731	\$ 65,760	\$ 65,761	\$ 69,788	\$ 69,788
Utility Billing Clerk	\$ 53,669.47	\$ 53,669	\$ 57,699	\$ 57,700	\$ 61,730	\$ 61,731	\$ 65,760	\$ 65,761	\$ 69,788	\$ 69,788
Administrative Specialist	\$ 56,699.90	\$ 56,700	\$ 60,955	\$ 60,956	\$ 65,210	\$ 65,211	\$ 69,466	\$ 69,467	\$ 73,719	\$ 73,719
PW/PK Operations Specialist	\$ 57,778.25	\$ 57,778	\$ 62,109	\$ 62,110	\$ 66,441	\$ 66,442	\$ 70,773	\$ 70,774	\$ 75,102	\$ 75,102
PK Sr Operations Specialist - Mechanic	\$ 62,650.98	\$ 62,651	\$ 67,350	\$ 67,351	\$ 72,051	\$ 72,052	\$ 76,751	\$ 76,752	\$ 81,448	\$ 81,448
PW Senior Operations Specialist	\$ 62,650.98	\$ 62,651	\$ 67,350	\$ 67,351	\$ 72,051	\$ 72,052	\$ 76,751	\$ 76,752	\$ 81,448	\$ 81,448
Tier 3										
Deputy Clerk	\$ 63,902.68	\$ 63,903	\$ 68,695	\$ 68,696	\$ 73,489	\$ 73,490	\$ 78,283	\$ 78,284	\$ 83,073	\$ 83,073
Utility Billing Specialist	\$ 63,902.68	\$ 63,903	\$ 68,695	\$ 68,696	\$ 73,489	\$ 73,490	\$ 78,282	\$ 78,283	\$ 83,073	\$ 83,073
Building Inspector I	\$ 66,515.88	\$ 66,516	\$ 71,506	\$ 71,507	\$ 76,498	\$ 76,499	\$ 81,489	\$ 81,490	\$ 86,477	\$ 86,477
Code Enforcement Officer I	\$ 66,515.88	\$ 66,516	\$ 71,506	\$ 71,507	\$ 76,498	\$ 76,499	\$ 81,489	\$ 81,490	\$ 86,477	\$ 86,477
Engineering Inspection Tech	\$ 72,906.15	\$ 72,906	\$ 78,374	\$ 78,375	\$ 83,843	\$ 83,844	\$ 89,312	\$ 89,313	\$ 94,778	\$ 94,778
Building Inspector II	\$ 72,950.07	\$ 72,950	\$ 78,424	\$ 78,425	\$ 83,898	\$ 83,899	\$ 89,372	\$ 89,373	\$ 94,844	\$ 94,844
Code Enforcement Officer II	\$ 72,950.07	\$ 72,950	\$ 78,424	\$ 78,425	\$ 83,898	\$ 83,899	\$ 89,372	\$ 89,373	\$ 94,844	\$ 94,844
Planner	\$ 74,992.32	\$ 74,992	\$ 80,619	\$ 80,620	\$ 86,248	\$ 86,249	\$ 91,876	\$ 91,877	\$ 97,501	\$ 97,501
Accounting Specialist	\$ 74,992.32	\$ 74,992	\$ 80,619	\$ 80,620	\$ 86,248	\$ 86,249	\$ 91,876	\$ 91,877	\$ 97,501	\$ 97,501
Human Resources Specialist	\$ 74,992.32	\$ 74,992	\$ 80,619	\$ 80,620	\$ 86,248	\$ 86,249	\$ 91,876	\$ 91,877	\$ 97,501	\$ 97,501
Communication Specialist	\$ 74,992.32	\$ 74,992	\$ 80,619	\$ 80,620	\$ 86,248	\$ 86,249	\$ 91,876	\$ 91,877	\$ 97,501	\$ 97,501
Parks Maintenance Supervisor	\$ 75,475.43	\$ 75,475	\$ 81,136	\$ 81,137	\$ 86,797	\$ 86,798	\$ 92,458	\$ 92,459	\$ 98,116	\$ 98,116
Sr. Engineering Technician II	\$ 77,912.96	\$ 77,913	\$ 83,754	\$ 83,755	\$ 89,597	\$ 89,598	\$ 95,439	\$ 95,440	\$ 101,278	\$ 101,278
Sr. Engineering Inspector Tech	\$ 77,912.96	\$ 77,913	\$ 83,754	\$ 83,755	\$ 89,597	\$ 89,598	\$ 95,439	\$ 95,440	\$ 101,278	\$ 101,278
Adult Services Librarian	\$ 78,879.18	\$ 78,879	\$ 84,797	\$ 84,798	\$ 90,716	\$ 90,717	\$ 96,636	\$ 96,637	\$ 102,552	\$ 102,552
Public Services Librarian	\$ 78,879.18	\$ 78,879	\$ 84,797	\$ 84,798	\$ 90,716	\$ 90,717	\$ 96,636	\$ 96,637	\$ 102,552	\$ 102,552
Youth Services Librarian	\$ 78,879.18	\$ 78,879	\$ 84,797	\$ 84,798	\$ 90,716	\$ 90,717	\$ 96,636	\$ 96,637	\$ 102,552	\$ 102,552
GIS Coordinator	\$ 82,985.64	\$ 82,986	\$ 89,211	\$ 89,212	\$ 95,438	\$ 95,439	\$ 101,664	\$ 101,665	\$ 107,888	\$ 107,888
Network Administrator	\$ 82,985.64	\$ 82,986	\$ 89,211	\$ 89,212	\$ 95,438	\$ 95,439	\$ 101,664	\$ 101,665	\$ 107,888	\$ 107,888
Recreation Coordinator	\$ 83,315.04	\$ 83,315	\$ 89,563	\$ 89,564	\$ 95,811	\$ 95,812	\$ 102,060	\$ 102,061	\$ 108,305	\$ 108,305
PW Operations Supervisor	\$ 85,203.57	\$ 85,204	\$ 91,588	\$ 91,589	\$ 97,974	\$ 97,975	\$ 104,360	\$ 104,361	\$ 110,743	\$ 110,743
Senior Planner	\$ 87,136.02	\$ 87,136	\$ 93,675	\$ 93,676	\$ 100,214	\$ 100,215	\$ 106,754	\$ 106,755	\$ 113,290	\$ 113,290
Fire Lieutenant	\$ 91,425.94	\$ 91,426	\$ 98,276	\$ 98,277	\$ 105,127	\$ 105,128	\$ 111,978	\$ 111,979	\$ 118,825	\$ 118,825
Police Sergeant	\$ 94,206.68	\$ 94,207	\$ 101,273	\$ 101,274	\$ 108,340	\$ 108,341	\$ 115,407	\$ 115,408	\$ 122,474	\$ 122,474
Tier 4										
Civil Engineer (Non-PE)	\$ 89,156.31	\$ 89,156	\$ 95,843	\$ 95,844	\$ 102,531	\$ 102,532	\$ 109,218	\$ 109,219	\$ 115,903	\$ 115,903
Water Resources Engineer (Non-PE)	\$ 89,200.23	\$ 89,200	\$ 95,876	\$ 95,877	\$ 102,553	\$ 102,554	\$ 109,229	\$ 109,230	\$ 115,903	\$ 115,903
City Clerk	\$ 90,991.21	\$ 90,991	\$ 97,818	\$ 97,819	\$ 104,645	\$ 104,646	\$ 111,472	\$ 111,473	\$ 118,297	\$ 118,297
Senior GIS Analyst	\$ 96,073.61	\$ 96,074	\$ 103,282	\$ 103,283	\$ 110,491	\$ 110,492	\$ 117,700	\$ 117,701	\$ 124,907	\$ 124,907
Senior Network Administrator	\$ 96,073.61	\$ 96,074	\$ 103,282	\$ 103,283	\$ 110,491	\$ 110,492	\$ 117,700	\$ 117,701	\$ 124,907	\$ 124,907
Finance Manager	\$ 99,092.01	\$ 99,092	\$ 106,523	\$ 106,524	\$ 113,955	\$ 113,956	\$ 121,387	\$ 121,388	\$ 128,816	\$ 128,816
FD Asst. Chief - Fire Marshal	\$ 100,092.24	\$ 100,092	\$ 107,602	\$ 107,603	\$ 115,114	\$ 115,115	\$ 122,625	\$ 122,626	\$ 130,133	\$ 130,133
FD Asst. Chief of Training	\$ 102,200.37	\$ 102,200	\$ 109,864	\$ 109,865	\$ 117,529	\$ 117,530	\$ 125,194	\$ 125,195	\$ 132,856	\$ 132,856
Police Lieutenant	\$ 102,837.20	\$ 102,837	\$ 110,551	\$ 110,552	\$ 118,265	\$ 118,266	\$ 125,979	\$ 125,980	\$ 133,691	\$ 133,691
Library Manager	\$ 103,210.51	\$ 103,211	\$ 110,957	\$ 110,958	\$ 118,704	\$ 118,705	\$ 126,451	\$ 126,452	\$ 134,196	\$ 134,196
Recreation Manager	\$ 103,210.51	\$ 103,211	\$ 110,957	\$ 110,958	\$ 118,704	\$ 118,705	\$ 126,451	\$ 126,452	\$ 134,196	\$ 134,196
Parks Manager	\$ 103,210.51	\$ 103,211	\$ 110,957	\$ 110,958	\$ 118,704	\$ 118,705	\$ 126,451	\$ 126,452	\$ 134,196	\$ 134,196
Construction Services Administrator	\$ 104,725.73	\$ 104,726	\$ 112,582	\$ 112,583	\$ 120,439	\$ 120,440	\$ 128,296	\$ 128,297	\$ 136,150	\$ 136,150
Water Resources Engineer	\$ 104,901.41	\$ 104,901	\$ 112,768	\$ 112,769	\$ 120,637	\$ 120,638	\$ 128,505	\$ 128,506	\$ 136,370	\$ 136,370
Civil Engineer	\$ 104,901.41	\$ 104,901	\$ 112,768	\$ 112,769	\$ 120,637	\$ 120,638	\$ 128,505	\$ 128,506	\$ 136,370	\$ 136,370
FD Asst. Chief of Operations	\$ 106,372.71	\$ 106,373	\$ 114,350	\$ 114,351	\$ 122,327	\$ 122,328	\$ 130,305	\$ 130,306	\$ 138,280	\$ 138,280
PW Operations Administrator	\$ 107,865.96	\$ 107,866	\$ 115,953	\$ 115,954	\$ 124,040	\$ 124,041	\$ 132,128	\$ 132,129	\$ 140,213	\$ 140,213
Police Captain	\$ 109,073.75	\$ 109,074	\$ 117,254	\$ 117,255	\$ 125,435	\$ 125,436	\$ 133,616	\$ 133,617	\$ 141,794	\$ 141,794
Technology Services Manager	\$ 122,556.99	\$ 122,557	\$ 132,005	\$ 132,006	\$ 141,455	\$ 141,456	\$ 150,904	\$ 150,905	\$ 160,350	\$ 160,350
Human Resources Manager	\$ 122,557.20	\$ 122,557	\$ 132,005	\$ 132,006	\$ 141,455	\$ 141,456	\$ 150,904	\$ 150,905	\$ 160,350	\$ 160,350
Engineering Administrator	\$ 123,347.54	\$ 123,348	\$ 132,598	\$ 132,599	\$ 141,850	\$ 141,851	\$ 151,101	\$ 151,102	\$ 160,350	\$ 160,350
Tier 5										
Director of Administrative Services	\$ 138,148.37	\$ 138,148	\$ 148,513	\$ 148,514	\$ 158,879	\$ 158,880	\$ 169,245	\$ 169,246	\$ 179,608	\$ 179,608
Community Development Director	\$ 138,148.37	\$ 138,148	\$ 148,513	\$ 148,514	\$ 158,879	\$ 158,880	\$ 169,245	\$ 169,246	\$ 179,608	\$ 179,608
Fire / Rescue Chief	\$ 138,148.37	\$ 138,148	\$ 148,513	\$ 148,514	\$ 158,879	\$ 158,880	\$ 169,245	\$ 169,246	\$ 179,608	\$ 179,608
Leisure Services Director	\$ 138,148.37	\$ 138,148	\$ 148,513	\$ 148,514	\$ 158,879	\$ 158,880	\$ 169,245	\$ 169,246	\$ 179,608	\$ 179,608
Police Chief	\$ 138,148.37	\$ 138,148	\$ 148,513	\$ 148,514	\$ 158,879	\$ 158,880	\$ 169,245	\$ 169,246	\$ 179,608	\$ 179,608
Public Works Director	\$ 138,148.37	\$ 138,148	\$ 148,513	\$ 148,514	\$ 158,879	\$ 158,880	\$ 169,245	\$ 169,246	\$ 179,608	\$ 179,608
Asst. City Manager	\$ 138,148.37	\$ 138,148	\$ 148,513	\$ 148,514	\$ 158,879	\$ 158,880	\$ 169,245	\$ 169,246	\$ 179,608	\$ 179,608

Council Approved: Pending, 4/10/2025



Memo

TO: Mayor and Council members

FROM: Elizabeth Hansen, Director of Administrative Services

DATE: April 10, 2025

RE: Resolution Approving Part-time Fire Pay Scales

SYNOPSIS:

The City of Clive relies heavily on its part-time staff to provide quality services to the residents of Clive and its guests throughout the year. The Clive Fire Department part-time staff wages are tied to the full-time wage rates; firefighter/paramedics at 90%, firefighter/EMT at 90%, and paramedics at 90% of the full-time wages. The benefit to this is the stability of the increases following the Council-approved full-time rates. Historically, the full-time and part-time staff operate side-by-side as one unit in the field and at the station. In addition, the full-time rates are negotiated and agreed upon by the union membership, so there is buy-in from both full and part-time staff.

Staff recommends approval of the resolution for the proposed FY 2025-26 part-time pay schedule for the Clive Fire Department staff.

Attachments:

1. FY26 Resolution Approving Pay Schedule Part-Time Staff
2. FY26 PT Fire Wages

RESOLUTION NO. _____

**RESOLUTION APPROVING PAY SCHEDULE FOR PART-TIME FIRE
DEPARTMENT STAFF FOR FISCAL YEAR 2025-26**

WHEREAS, the City of Clive has established a pay schedule for part-time fire department staff of the City for fiscal year 2025-26; and

WHEREAS, this pay schedule shall be in effect July 1, 2025, for all part-time fire department staff; and

WHEREAS, the City Council of the City of Clive desires to approve the pay schedule established for part-time fire department staff for fiscal year 2025-26.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

The attached pay schedule for part-time fire department employees of the City of Clive for the FY 2025-26 is hereby approved by the Clive City Council.

PASSED AND APPROVED THIS 10th day of April 2025.

By: _____
John Edwards, Mayor

ATTEST:

By: _____
Matthew Graham, City Clerk

**Clive Fire Department
Part-Time Pay
FY 25-26**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	
EMT/Firefighter	\$18.98	\$19.74	\$20.52	\$21.35	\$22.20	\$23.09	\$24.01	\$24.98	\$25.97	90% of FT
Paramedic/Firefighter	\$22.33	\$23.22	\$24.15	\$25.12	\$26.12	\$27.16	\$28.25	\$29.39	\$30.56	90% of FT
Paramedic	\$20.09	\$20.90	\$21.73	\$22.61	\$23.51	\$24.45	\$25.43	\$26.45	\$27.50	90% of FT

Authorized Engineer: Add \$1 per hour
Acting Officer: Add \$2 per hour, while functioning in the AOIC role
Lieutenant: Add \$1.50 per hour
Preceptor: Add \$0.50 per hour

Medical Director \$254.00 Bi-Weekly

Council Approval: Pending, 4/10/2025



Memo

TO: Mayor and Council members

FROM: Mela Nisic, Human Resources Specialist

DATE: April 10, 2025

RE: Approve Pay Rate - Kari Davis - Full-Time Firefighter/Paramedic - \$25.30/Hr - Effective 4/13/2025

SYNOPSIS:

Following a comprehensive recruitment process, the selection committee recommended promoting Kari Davis from a firefighter/paramedic in the Fire Department to a full-time firefighter/paramedic position.

Kari has been part of the Clive team since mid-2023 and has over 8 years of experience as a firefighter. She holds numerous certifications and is a hard-working and compassionate firefighter/paramedic with experience in emergency response, rescue operations, and patient care.

The staff look forward to Kari becoming a full-time employee and ask for City Council's approval of a pay rate of \$25.30/hour, effective April 13, 2025.

Attachments:

1. Davis Offer Letter
2. Davis Resume
3. Firefighter Paramedic FT Job Description



Memo

TO: Mayor and Council members

FROM: Mela Nisic, Human Resources Specialist

DATE: April 10, 2025

RE: Approve Pay Rate - Zachary Eblen - Public Works Operations Specialist - \$27.07/Hr - Effective 4/14/2025

SYNOPSIS:

After a full recruitment process, the selection committee of Jerry Freestone, Jason Stevens, and Alex Adams recommended the hire of Zachary Eblen to join the Public Works department as an Operations Specialist.

Zachary has experience as a Groundsman in operating and moving large equipment between job sites. He has experience filling in as Head Groundsman. He is a United States Army Airborne Veteran. Zachary is a hardworking and motivated individual who holds a Class A Commercial Driver's License.

Attachments:

1. Eblen Offer Letter
2. Eblen Resume
3. PW Ops Specialist Job Description



Memo

TO: Mayor and Council members

FROM: Mela Nisic, Human Resources Specialist

DATE: April 10, 2025

RE: Approve Pay Rate - Andrew Peterson - Public Works Operations Specialist - \$27.07/Hr - Effective 4/14/2025

SYNOPSIS:

After a full recruitment process, the selection committee of Jerry Freestone, Jason Stevens, and Alex Adams recommended the hire of Andrew Peterson to join the Public Works department as an Operations Specialist.

Andrew has over a decade of underground construction experience. He brings pipe laying, excavation techniques, trenching methods, and pipe installation experience to the city. The staff look forward to Andrew joining the Public Works team.

Attachments:

1. Peterson Offer
2. Peterson Resume
3. PW Operations Specialist Job Description



Memo

TO: Mayor and Council members

FROM: Elizabeth Hansen, Director of Administrative Services

DATE: April 10, 2025

RE: Approve Pay Rate - Madison Wirth - Deputy City Clerk - \$30.72/Hr - Effective 5/27/2025

SYNOPSIS:

After a full recruitment process, the selection committee of Elizabeth Hansen, Matthew Graham, Mela Nisic, Kelly Rivera, and Jeff Thielen recommended the hire of Madison Wirth to join the Administrative Services Department as a Deputy City Clerk.

Madison has experience working for a City Attorney as well as real estate closings. She brings many relevant skills and technical experience to the city. The staff looks forward to Madison joining the Administrative Services team.

Attachments:

1. Wirth Offer Letter
2. Wirth Resume
3. Deputy City Clerk Job Description

Memo

TO: Madison Wirth
FROM: Matt McQuillen, City Manager
DATE: April 4, 2025
RE: Employment Offer



City Manager

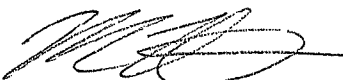
It is my pleasure to offer you the opportunity to become a Deputy City Clerk for the City of Clive. This offer is contingent upon the successful completion of a drug screen, medical exam, physical capacity assessment, and an extensive background check.

I anticipate, dependent upon your acceptance, having the recommendation before the City Council on April 10, 2025. As for all non-union staff, the Clive Personnel Policy Manual is the controlling document for employees. Your wage will initially be \$63,902 annually, based on the hourly rate of \$30.72/hour. The following clarifies the beginning wage, start date, employment status, and supervisors.

Proposed Start Date: May 27, 2025
Beginning Salary: \$30.72/Hour
Employment Status: Full-Time, Non-Exempt
Supervisor: Direct – Matthew Graham, Department – Elizabeth Hansen

As you review the offer, our Personnel Policy Manual, and the benefits portal, 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 Clive Administrative Services Team and hope your employment experience will be enjoyable and rewarding.

 4/7/25

Madison Wirth Date

 4/7/25

Matt McQuillen, City Manager Date

The offer is contingent upon the Clive City Council's approval of the recommended wage rate.

**ACCOMPLISHED PROFESSIONAL ABLE TO MANAGE COMPLEX PROCESSES
IN A HIGH-RISK, FAST-PACED ENVIRONMENT SEEKING A POSITION TO FULLY
UTILIZE MY SKILLS, KNOWLEDGE AND EXPERTISE TO BRING VALUE TO
CLIENTS AND BUSINESS COLLEAGUES.**

PROFESSIONAL SKILLS:

Excellent Written and Verbal Communication
Highly Detail Oriented
Strong Organization and Task Management
Critical Thinking
Colleague Training and Development

Successful in Fast-Paced Environment
Ability to Manage Competing Priorities
Collaborative in Team Environment
Process Improvement Minded
Results Driven

WORK EXPERIENCE

WASKER, DORR, WIMMER &

MARCOUILLER, P.C. – West Des Moines, IA

July 2020 - present

KEY ACCOMPLISHMENTS:

- Expanded knowledge into secondary market real estate transaction requirements to broaden industry expertise.
- Learned Title Order position to contribute to team in a greater capacity.
- Quickly achieved technical application proficiency to bring value to the firm through immediately preparing closing documents, cutting checks and reporting IRS 1099s.

Real Estate Closer: Independently perform settlement agent duties for assigned book of clients using closing and accounting ledger software. Key responsibilities include: reviewing all applicable documents such as purchase agreements, transfer and title clearing documents; preparing closing disclosures and HUD settlement statements; reviewing title opinions, title commitments and lender instructions to identify and perform necessary steps to clear title ensuring adherence to state and lender requirements; preparing check payments for all parties; balancing accounting ledgers with high degree of accuracy to mitigate financial risk to the firm and clients.

Use various county, treasurer and state online resources to research and record required information and forms. Effectively coordinate with realtors, lenders and settlement agents to gather invoices, documents and monetary figures ensuring all transactions close smoothly in frequently compressed timelines. Keep in consistent and frequent communication with clients to maintain and grow the firm's client relationships.

Possess in-depth knowledge of unique intricacies of closing requirements across client portfolio to execute full scope of real estate transactions. Communicate effectively across all involved parties with varying levels of real estate knowledge. Collaborate with attorneys to resolve title issues.

WORK EXPERIENCE

HOPKINS & HUEBNER, P.C. – Adel, IA

February 2017 – July 2020

KEY ACCOMPLISHMENTS:

- Developed and implemented improved abstract tracking methodology to ensure accuracy and provide more effective means of locating documents to reduce office staff search time.
- Improved professional presentation of real estate advertising packages through enhanced aerial photos and maps to drive increased interest from potential buyers.
- Compiled comprehensive documentation for real estate advertising to improve efficiency and support new colleague training.

Paralegal: Supported two attorneys through independent preparation of legal documents and management of client files and inquiries across various types of law. Assisted Adel City Attorney with preparation and distribution of nuisance abatement notices and city council meeting minute binders. Electronically filed real estate documents on Iowa Land Records and a wide range of case matter documents pertaining to family, civil, criminal and probate law on EDMS. Managed entry of billable attorney hours through the State Public Defender website.

Independently performed all real estate closing agent duties including: preparation of purchase agreements, transfer documents and closing disclosures; review of title opinions; ordering of abstracting and inspections; calculation of tax pro-rations; completion of all steps to clear title; communication with clients, realtors, lenders and settlement agents throughout the process.

Legal Assistant: Gathered required client information to prepare a wide range of legal documents ensuring adherence to established protocols and state requirements. Performed all functions related to large scale real estate auctions.

COLLEGE EXPERIENCE

SIMPSON COLLEGE – Indianola, IA

August 2013 – December 2016

KEY ACCOMPLISHMENTS:

- Alpha Lambda Delta Fraternity – Academic Honor
- Leopold Award in History
- Phi Alpha Theta – History Honors
- Society Joe Walt Senior History Award
- Reacting to the Past Lead Developer

Research Assistant: Functioned as research assistant to a Professor of Religion to support the publishing of an academic book.

Iowa History Center Scholar: Collaborated with fellow scholars and history professors to develop various programs to promote Iowa history to the public and Simpson campus.

Iowa Genealogy Society Internship: Organized, edited and transcribed paper records into digital files and information.

Colloquium Leader: Mentored incoming first year students in the areas of course selection, college writing, and critical thinking.

EDUCATION

SIMPSON COLLEGE – Indianola, IA

Bachelor of Arts 2016

History Major / Religion Minor GPA – 3.83

DALLAS CENTER GRIMES HIGH SCHOOL – Grimes, IA

Honors Diploma 2013

REFERENCES

Available upon request

POSITION

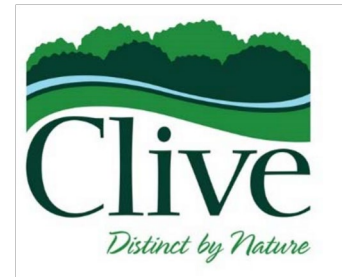
Deputy City Clerk

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. Oversees performance of Administrative Services office staff in the absence of the City Clerk. 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 and performs other duties as required.

JOB FUNCTIONS**Examples of Essential Job Functions:**

- Performs receptionist duties providing information and assistance to persons corresponding with or entering 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, information, and prepares reports.
- Serves as a primary backup to City Utility Billing Department; receives utility payments and assists utility customers as needed.
- Instruct residents moving into or within the city of procedures necessary to obtain various services; communicates necessary service order instructions to the appropriate department.
- Receives funds paid for services, 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 record files; acknowledges and practices record retention standards.
- Ability to act as the recording secretary 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 and official City Bill Lists as required by law.

- Generally, performs and fulfills the day-to-day functions of the City Clerk in their absence. Including, but not limited to serving as the official custodian of records and the appropriate dissemination of records in accordance with Chapter 22 of the Iowa Code.
- Maintains roster and contact information of officials and employees, as well as boards and commissions.
- Assists in closing and opening books for each fiscal year; assists in the preparation of various financial reports.
- Assists in Recording certain documents with respective 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 can be classified as heavy work 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. However, occasionally the employee may be forced to push, pull or lift extremely heavy objects such as a human or a motor vehicle.

Environmental Characteristics:

The work is performed both inside and outside and 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 perform arithmetic calculations involving fractions, decimals, and percentages.
- Ability to report, write or edit articles for publication; ability to review deeds and contracts; ability to write resolutions or ordinances; ability to have a substantial contract with people; ability to evaluate technical data.
- Knowledge of the organization, functions, and problems of municipal government; knowledge of the principles and methods of public administration 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.
- A 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

Education Required:

A bachelor's degree in accounting, finance, public administration, or equivalent combination of education and experience.

Experience Required:

At least two years of related experience in municipal government.

Training Required

Sufficient to be a Certified Municipal Clerk 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: Jim Hagelie, Engineering Services Administrator

DATE: April 10, 2025

RE: Public Hearing - NW 114th Street Bridge Repair Project

SYNOPSIS:

Bids for the above referenced project were received on April 1, 2025. This bridge repair project will complete deck repairs, beam repairs, and replace the pedestrian railing on the NW 114th Street bridge over Walnut Creek.

A breakdown of the seven bids received is as follows:

Boulder Contracting, LLC	\$154,007.66
Minturn, Inc.	\$167,737.45
Jorgenson Contracting Company	\$173,237.63
Jasper Construction Services, Inc.	\$175,023.00
Cramer and Associates, Inc.	\$184,055.40
Construction Leaders Company, Inc.	\$217,884.89

The engineer's Opinion of Probable Construction Cost was \$185,695.05. A substantial completion date of June 20, 2025 has been established for the project to coincide with the existing street closure on NW 114th Street. The majority of the scope of work is expected to be completed in this timeframe. While the City has not contracted directly with Boulder Contracting in the past, their company was founded in 2012 and has successfully completed several similar repair projects in central Iowa. As a result, staff would recommend award to the low bidder, Boulder Contracting, LLC, in the amount of \$154,007.66.

Please feel free to contact me at 223-6231 prior to the meeting if you have any questions or would like to review the plans for the project.

Attachments:

None



Memo

TO: Mayor and Council members

FROM:

DATE: April 10, 2025

RE: Resolution Approving Plans and Specifications

SYNOPSIS:

Attachments:

1. plans 114th Bridge Repair

RESOLUTION NO. _____

RESOLUTION APPROVING PLANS, SPECIFICATIONS, FORM OF
CONTRACT AND ESTIMATE OF COSTS FOR THE
NW 114th STREET BRIDGE REPAIR 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 NW 114th Street Bridge Repair 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:

DATE: April 10, 2025

RE: Receipt of Bids

SYNOPSIS:

Attachments:

1. Bid Tab

BID TABULATION FORM
PROJECT: NW 114th STREET BRIDGE REPAIR PROJECT
BIDS RECEIVED: April 1, 2025

- Math Error Corrected by Engineer

					Engineer's Opinion of Probable Construction Cost		Boulder Contracting, LLC Grundy Center, IA 10% Bid Bond		Minturn, Inc. Brooklyn, IA 10% Bid Bond		Jorgenson Contracting Co. Dallas Center, IA 10% Bid Bond	
ITEM	DESCRIPTION	QUANTITY		UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	
1.	Deck Repair, Class A	14.2	SY	\$ 450.00	\$ 6,390.00	\$ 478.00	\$ 6,787.60	\$ 600.00	\$ 8,520.00	\$ 620.00	\$ 8,804.00	
2.	Preformed Elastic Neoprene Joint	17.0	LF	\$ 75.00	\$ 1,275.00	\$ 211.00	\$ 3,587.00	\$ 135.00	\$ 2,295.00	\$ 175.00	\$ 2,975.00	
3.	Neoprene Gland Installation and Testing	90.2	LF	\$ 75.00	\$ 6,765.00	\$ 131.00	\$ 11,816.20	\$ 85.00	\$ 7,667.00	\$ 130.00	\$ 11,726.00	
4.	Ornamental Metal Railing	349.25	LF	\$ 245.00	\$ 85,566.25	\$ 222.00	\$ 77,533.50	\$ 185.00	\$ 64,611.25	\$ 235.00	\$ 82,073.75	
5.	Repair Beam Ends	1.0	Each	\$ 3,000.00	\$ 3,000.00	\$ 4,850.00	\$ 4,850.00	\$ 2,000.00	\$ 2,000.00	\$ 2,700.00	\$ 2,700.00	
6.	Concrete Repair	63.0	SF	\$ 150.00	\$ 9,450.00	\$ 118.00	\$ 7,434.00	\$ 250.00	\$ 15,750.00	\$ 190.00	\$ 11,970.00	
7.	Bridge Repair	1.0	LS	\$ 10,000.00	\$ 10,000.00	\$ 17,000.00	\$ 17,000.00	\$ 14,000.00	\$ 14,000.00	\$ 20,000.00	\$ 20,000.00	
8.	Sealer Coat for Prestressed Concrete Beam Ends	12.0	Each	\$ 250.00	\$ 3,000.00	\$ 550.00	\$ 6,600.00	\$ 360.00	\$ 4,320.00	\$ 520.00	\$ 6,240.00	
9.	Removal of Fence, Chain Link	349.92	LF	\$ 15.00	\$ 5,248.80	\$ 8.00	\$ 2,799.36	\$ 10.00	\$ 3,499.20	\$ 14.00	\$ 4,898.88	
10.	Traffic Control	1.0	LS	\$ 15,000.00	\$ 15,000.00	\$ 4,000.00	\$ 4,000.00	\$ 14,500.00	\$ 14,500.00	\$ 3,150.00	\$ 3,150.00	
11.	Flaggers	10.0	Each	\$ 2,000.00	\$ 20,000.00	\$ 410.00	\$ 4,100.00	\$ 3,000.00	\$ 30,000.00	\$ 470.00	\$ 4,700.00	
12.	Mobilization	1.0	LS	\$ 20,000.00	\$ 20,000.00	\$ 7,500.00	\$ 7,500.00	\$ 575.00	\$ 575.00	\$ 14,000.00	\$ 14,000.00	
TOTAL CONSTRUCTION COST					\$ 185,695.05		\$ 154,007.66		\$ 167,737.45		\$ 173,237.63	
					Jasper Construction Services Newton, IA 10% Bid Bond		Cramer and Associates, Inc. Grimes, IA 10% Bid Bond		Construction Leaders Co., Inc. Urbandale, IA 10% Bid Bond			
ITEM	DESCRIPTION	QUANTITY		UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE	UNIT PRICE	TOTAL PRICE			
1.	Deck Repair, Class A	14.2	SY	\$ 720.00	\$ 10,224.00	\$ 800.00	\$ 11,360.00	\$ 755.00	\$ 10,721.00			
2.	Preformed Elastic Neoprene Joint	17.0	LF	\$ 275.00	\$ 4,675.00	\$ 150.00	\$ 2,550.00	\$ 259.00	\$ 4,403.00			
3.	Neoprene Gland Installation and Testing	90.2	LF	\$ 250.00	\$ 22,550.00	\$ 160.00	\$ 14,432.00	\$ 148.00	\$ 13,349.60			
4.	Ornamental Metal Railing	349.25	LF	\$ 197.35	\$ 68,924.49	\$ 220.00	\$ 76,835.00	\$ 285.00	\$ 99,536.25			
5.	Repair Beam Ends	1.0	Each	\$ 1,250.00	\$ 1,250.00	\$ 3,300.00	\$ 3,300.00	\$ 2,500.00	\$ 2,500.00			
6.	Concrete Repair	63.0	SF	\$ 0.01	\$ 0.63	\$ 160.00	\$ 10,080.00	\$ 232.00	\$ 14,616.00			
7.	Bridge Repair	1.0	LS	\$ 25,000.00	\$ 25,000.00	\$ 22,000.00	\$ 22,000.00	\$ 27,000.00	\$ 27,000.00			
8.	Sealer Coat for Prestressed Concrete Beam Ends	12.0	Each	\$ 1,000.00	\$ 12,000.00	\$ 800.00	\$ 9,600.00	\$ 480.00	\$ 5,760.00			
9.	Removal of Fence, Chain Link	349.92	LF	\$ 14.00	\$ 4,898.88	\$ 20.00	\$ 6,998.40	\$ 12.00	\$ 4,199.04			
10.	Traffic Control	1.0	LS	\$ 9,000.00	\$ 9,000.00	\$ 3,150.00	\$ 3,150.00	\$ 3,800.00	\$ 3,800.00			
11.	Flaggers	10.0	Each	\$ 400.00	\$ 4,000.00	\$ 575.00	\$ 5,750.00	\$ 1,200.00	\$ 12,000.00			
12.	Mobilization	1.0	LS	\$ 12,500.00	\$ 12,500.00	\$ 18,000.00	\$ 18,000.00	\$ 20,000.00	\$ 20,000.00			
TOTAL CONSTRUCTION COST					\$ 175,023.00		\$ 184,055.40		\$ 217,884.89			



Memo

TO: Mayor and Council members

FROM:

DATE: April 10, 2025

RE: Resolution Awarding Contract

SYNOPSIS:

Attachments:

1. awd 114th Bridge Repair

RESOLUTION NO. _____

RESOLUTION AWARDDING CONTRACT FOR THE
NW 114th STREET BRIDGE REPAIR PROJECT

WHEREAS, the plans, specifications, form of contract and estimate of costs for the NW 114th Street Bridge Repair 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 \$154,007.66 by Boulder Contracting, LLC 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: April 10, 2025

RE: Public Hearing - FY 2025-26 Budget

SYNOPSIS:

The staff have met the Council's Property Tax Priorities and incorporated strategic goals into this budget, such as street reinvestments, Little Walnut Creek Stream Restoration, Linnan Park Redevelopment, expanding Harbach Center programming, the Greenbelt Landing project, and we will continue to implement the Flood Prone Property Buyout Program.

For 8 consecutive years, Clive kept its property tax rate at \$10.14, and in FY 2024-25, Clive decreased the property taxes to \$9.92. Staff are proposing to maintain the \$9.92 property tax levy rate for FY 2025-26.

Attached is a Resolution approving the fiscal year 2025-26 budget.

Based on Council direction provided during budget work sessions, the FY 2025-26 budget was put in final form, and the public hearing notice was published as required by law. To date there have been no public comments received.

Staff recommends approval.

Attachments:

1. Budget Certification, Summary & Public Hearing Notice

NOTICE OF PUBLIC HEARING -- PROPOSED BUDGET

Fiscal Year July 1, 2025 - June 30, 2026

City of: CLIVE

The City Council will conduct a public hearing on the proposed Budget at: Clive Public Safety Center, 8800 Hickman Road Meeting Date: 4/10/2025
Meeting Time: 06:00 PM

At the public hearing any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget. This notice represents a summary of the supporting detail of revenues and expenditures on file with the City Clerk and County Auditor.

City budgets are subject to protest. If protest petition requirements are met, the State Appeal Board will hold a local hearing. For more information, consult <https://dom.iowa.gov/local-budget-appeals>.

The Budget Estimate Summary of proposed receipts and expenditures is shown below. Copies of the the detailed proposed Budget may be obtained or viewed at the offices of the Mayor, City Clerk, and at the Library.				
The estimated Total tax levy rate per \$1000 valuation on regular property				9.92031
The estimated tax levy rate per \$1000 valuation on Agricultural property is				3.00375
At the public hearing, any resident or taxpayer may present objections to, or arguments in favor of, any part of the proposed budget.				
Phone Number (515) 223-6220		City Clerk/Finance Officer's NAME Elizabeth A. Hansen		
		Budget FY 2026	Re-estimated FY 2025	Actual FY 2024
Revenues & Other Financing Sources				
Taxes Levied on Property	1	19,514,009	18,790,077	18,259,863
Less: Uncollected Property Taxes-Levy Year	2	0	0	0
Net Current Property Taxes	3	19,514,009	18,790,077	18,259,863
Delinquent Property Taxes	4	0	0	0
TIF Revenues	5	2,155,896	2,004,220	1,573,391
Other City Taxes	6	6,891,115	6,171,181	6,274,626
Licenses & Permits	7	445,000	530,000	746,188
Use of Money and Property	8	2,265,592	2,706,200	3,697,221
Intergovernmental	9	3,488,977	3,361,882	4,364,165
Charges for Fees & Service	10	15,853,385	14,650,990	14,661,570
Special Assessments	11	0	0	0
Miscellaneous	12	166,404	3,180,846	2,371,357
Other Financing Sources	13	9,445,000	4,552,500	10,454,884
Transfers In	14	14,875,787	21,512,065	12,385,992
Total Revenues and Other Sources	15	75,101,165	77,459,961	74,789,257
Expenditures & Other Financing Uses				
Public Safety	16	11,215,508	10,970,926	9,832,688
Public Works	17	5,598,358	5,528,805	4,913,983
Health and Social Services	18	30,330	24,330	27,734
Culture and Recreation	19	6,041,247	5,751,433	5,247,410
Community and Economic Development	20	1,340,341	1,568,666	1,512,816
General Government	21	4,354,082	4,769,669	4,305,157
Debt Service	22	5,695,797	5,773,397	5,220,200
Capital Projects	23	45,610,036	36,657,500	10,576,582
Total Government Activities Expenditures	24	79,885,699	71,044,726	41,636,570
Business Type / Enterprises	25	10,609,516	9,994,049	8,909,940
Total ALL Expenditures	26	90,495,215	81,038,775	50,546,510
Transfers Out	27	14,875,787	21,512,065	12,385,992
Total ALL Expenditures/Transfers Out	28	105,371,002	102,550,840	62,932,502
Excess Revenues & Other Sources Over (Under) Expenditures/Transfers Out	29	-30,269,837	-25,090,879	11,856,755
Beginning Fund Balance July 1	30	49,616,267	74,707,146	62,850,391
Ending Fund Balance June 30	31	19,346,430	49,616,267	74,707,146

FISCAL YEAR JULY 1, 2025 - JUNE 30, 2026
ADOPTION OF BUDGET AND CERTIFICATION OF CITY TAXES

The City of: **CLIVE** County Name: **POLK COUNTY, DALLAS**

Adopted On: (entered upon adoption) Resolution: (entered upon adoption)

The below-signed certifies that the City Council, on the date stated above, lawfully approved the named resolution adopting a budget for next fiscal year, as summarized on this and the supporting pages.

Attached is Long Term Debt Schedule Form 703 which lists any and all of the debt service obligations of the City.

		With Gas & Electric		Without Gas & Electric	
Regular	2a	1,966,133,604	2b	1,953,925,459	City Number: 77-716
DEBT SERVICE	3a	2,048,255,394	3b	2,036,047,249	Last Official Census: 18,601
Ag Land	4a	236,056			

Consolidated General Fund Levy Calculation

	CGFL Rate	CGFL Dollars	Non-TIF Taxable w/ G&E	Taxable Growth %
FY 2025 Budget Data	7.00971	13,287,562	1,895,593,695	3.72
	Limitation Percentage			
	1			
	CGFL Max Rate	CGFL Max Dollars	Revenue Growth %	
Max Allowed CGFL for FY 2026	6.94031	13,645,577	2.69	

TAXES LEVIED

Code Sec.	Dollar Limit	Purpose	ENTER FIRE DISTRICT RATE BELOW		(A) Request with Utility Replacement	(B) Property Taxes Levied		(C) Rate
384.1	6.94031	Consolidated General Fund			5	13,645,577	13,560,848	43 6.94031
		Non-Voted Other Permissible Levies						
384.12(1)	0.95000	Opr & Maint publicly owned Transit			7		0	45 0.00000
384.12(2)	0.27000	Aviation Authority (under sec.330A.15)			11		0	49 0.00000
384.12(3)	Amt Nec	Liability, property & self insurance costs			14		0	52 0.00000
384.12(5)	Amt Nec	Support of a Local Emerg.Mgmt.Comm.			462		0	465 0.00000
		Voted Other Permissible Levies						
28E.22	1.50000	Unified Law Enforcement			24		0	62 0.00000
		Total General Fund Regular Levies (5 thru 24)			25	13,645,577	13,560,848	
384.1	3.00375	Ag Land			26	710	710	63 3.00375
		Total General Fund Tax Levies (25 + 26)			27	13,646,287	13,561,558	Do Not Add
		Special Revenue Levies						
384.6	Amt Nec	Police & Fire Retirement			29	667,175	663,026	0.33933
	Amt Nec	FICA & IPERS (if general fund at levy limit)			30	886,106	880,595	0.45068
Rules	Amt Nec	Other Employee Benefits			31	1,199,313	1,191,875	0.60999
		Subtotal Employee Benefit Levy (29,30,31)			32	2,752,594	2,735,496	65 1.40000
		Valuation						
386	As Req	With Gas-& Elec		Without Gas & Elec				
	SSMID 1 (A)	0 (B)	0	34		0	66	0.00000
	SSMID 2 (A)	0 (B)	0	35		0	67	0.00000
	SSMID 3 (A)	0 (B)	0	36		0	68	0.00000
	SSMID 4 (A)	0 (B)	0	37		0	69	0.00000
	SSMID 5 (A)	0 (B)	0	555		0	565	0.00000
	SSMID 6 (A)	0 (B)	0	556		0	566	0.00000
	SSMID 7 (A)	0 (B)	0	1177		0	1179	0.00000
	SSMID 8 (A)	0 (B)	0	1185		0	1187	0.00000
		Total Special Revenue Levies			39	2,752,594	2,735,496	
384.4	Amt Nec	Debt Service Levy 76.10(6)			40	3,236,243	3,216,955	70 1.58000
384.7	0.67500	Capital Projects (Capital Improv. Reserve)			41		0	71 0.00000
		Total Property Taxes (27+39+40+41)			42	19,635,124	19,514,009	72 9.92031

COUNTY AUDITOR - I certify the budget is in compliance with ALL the following: Budgets that DO NOT meet ALL the criteria below are not statutorily compliant & must be returned to the city for correction.

(City Representative)

(Date)

(County Auditor)

(Date)

The City Council will conduct a public hearing on the proposed Fiscal Year City property tax levy as follows:

Meeting Date: 3/27/2025 Meeting Time: 05:30 PM Meeting Location: Clive Public Safety Center, 8800 Hickman Road

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
 (515) 223-6220

Iowa Department of Management	Current Year Certified Property Tax 2024 - 2025	Budget Year Effective Property Tax 2025 - 2026	Budget Year Proposed Property Tax 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 Certified 2024/2025	Budget Year Proposed 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 Certified 2024/2025	Budget Year Proposed 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 through \$150,000 of actual/assessed valuation.

Reasons for tax increase if proposed exceeds the current:

Clive will keep its property tax rate at \$9.92 pcr \$1,000 of taxable value after lowering it by \$0.22 last year. Clive will continue delivering value for taxes paid by improving efficiency and managing expenses in the face of increasing costs. Find details at cityofclive.com.

FUND BALANCE

City Name: CLIVE
Fiscal Year July 1, 2025 - June 30, 2026

		GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	TOTAL GOVERNMENT	PROPRIETARY	GRAND TOTAL
Annual Report FY 2024										
Beginning Fund Balance July 1	1	11,229,675	5,379,249	356,605	1,467,446	27,129,207	0	45,562,182	17,288,209	62,850,391
Actual Revenues Except Beg Balance	2	24,192,502	9,701,886	1,674,887	5,336,654	19,832,033	0	60,737,962	14,051,295	74,789,257
Actual Expenditures Except End Balance	3	23,233,188	9,234,745	1,761,120	5,220,200	10,591,725	0	50,040,978	12,891,524	62,932,502
Ending Fund Balance June 30	4	12,188,989	5,846,390	270,372	1,583,900	36,369,515	0	56,259,166	18,447,980	74,707,146
Re-Estimated FY 2025										
Beginning Fund Balance	5	12,188,989	5,846,390	270,372	1,583,900	36,369,515	0	56,259,166	18,447,980	74,707,146
Re-Est Revenues	6	27,026,239	10,197,461	2,053,363	5,334,376	19,125,964	0	63,737,403	13,722,558	77,459,961
Re-Est Expenditures	7	29,444,965	11,179,647	1,624,192	5,773,397	39,423,197	0	87,445,398	15,105,442	102,550,840
Ending Fund Balance	8	9,770,263	4,864,204	699,543	1,144,879	16,072,282	0	32,551,171	17,065,096	49,616,267
Budget FY 2026										
Beginning Fund Balance	9	9,770,263	4,864,204	699,543	1,144,879	16,072,282	0	32,551,171	17,065,096	49,616,267
Revenues	10	24,059,646	10,719,265	2,191,131	6,034,944	16,189,000	0	59,193,986	15,907,179	75,101,165
Expenditures	11	25,307,359	10,939,608	1,744,525	5,695,797	46,035,179	0	89,722,468	15,648,534	105,371,002
Ending Fund Balance	12	8,522,550	4,643,861	1,146,149	1,484,026	-13,773,897	0	2,022,689	17,323,741	19,346,430

LOCAL EMC SUPPORT

City Name: CLIVE
Fiscal Year July 1, 2025 - June 30, 2026

As provided in Iowa Code Section 384.12, subsection 22, a city may levy the amount necessary in support of a local Emergency Management Commission. In addition to this individual levy, Emergency Management Commission support may also be included as part of the General Fund Levy. Iowa Code Section 29C.17, subsection 6 states that any support from cities or counties must be separately reported on tax statements issued by the county treasurer. Input the amount of General Fund Levy request to be used for support of an Emergency Management Commission. The total below will reflect the total amount of Emergency Management Commission support provided by the City.

	Request with Utility Replacement	Property Taxes Levied
Portion of General Fund Levy Used for Emerg. Mgmt. Comm.		0
Support of a Local Emerg.Mgmt.Comm.	0	0
TOTAL FOR FY 2026	0	0

RE-ESTIMATED EXPENDITURES SCHEDULE PAGE 1

City Name: CLIVE
Fiscal Year July 1, 2024 - June 30, 2025

GOVERNMENT ACTIVITIES CONT.		GENERAL	SPECIAL REVENUE	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	RE-ESTIMATED 2025	ACTUAL 2024
PUBLIC SAFETY										
Police Department/Crime Prevention	1	4,729,180	1,166,279						5,895,459	5,182,598
Jail	2								0	0
Emergency Management	3								0	0
Flood Control	4								0	0
Fire Department	5	2,478,449	106,745						2,585,194	2,462,699
Ambulance	6	2,145,627	310,631						2,456,258	2,151,974
Building Inspections	7								0	0
Miscellaneous Protective Services	8								0	0
Animal Control	9	20,000							20,000	23,025
Other Public Safety	10	14,015							14,015	12,392
TOTAL (lines 1 - 10)	11	9,387,271	1,583,655				0		10,970,926	9,832,688
PUBLIC WORKS										
Roads, Bridges, & Sidewalks	12	628,995	2,105,290						2,734,285	2,398,120
Parking - Meter and Off-Street	13								0	0
Street Lighting	14	224,000							224,000	118,659
Traffic Control and Safety	15	228,433	874						229,307	161,350
Snow Removal	16								0	0
Highway Engineering	17	948,015	124,123						1,072,138	1,010,523
Street Cleaning	18								0	0
Airport (if not Enterprise)	19								0	0
Garbage (if not Enterprise)	20	1,269,075							1,269,075	1,225,331
Other Public Works	21								0	0
TOTAL (lines 12 - 21)	22	3,298,518	2,230,287				0		5,528,805	4,913,983
HEALTH & SOCIAL SERVICES										
Welfare Assistance	23								0	0
City Hospital	24								0	0
Payments to Private Hospitals	25								0	0
Health Regulation and Inspection	26								0	0
Water, Air, and Mosquito Control	27	10,330							10,330	11,030
Community Mental Health	28								0	0
Other Health and Social Services	29	14,000							14,000	16,704
TOTAL (lines 23 - 29)	30	24,330	0				0		24,330	27,734
CULTURE & RECREATION										
Library Services	31	1,062,436	118,778						1,181,214	1,067,850
Museum, Band and Theater	32	624,349							624,349	579,067
Parks	33	1,711,442	216,146						1,927,588	1,727,004
Recreation	34	837,192	75,768						912,960	1,040,364
Cemetery	35								0	0
Community Center, Zoo, & Marina	36	230,747	5,439						236,186	0
Other Culture and Recreation	37	855,668	13,468						869,136	833,125
TOTAL (lines 31 - 37)	38	5,321,834	429,599				0		5,751,433	5,247,410

RE-ESTIMATED EXPENDITURES SCHEDULE PAGE 2

City Name: CLIVE
Fiscal Year July 1, 2024 - June 30, 2025

GOVERNMENT ACTIVITIES CONT.		GENERAL	SPECIAL REVENUE	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	RE-ESTIMATED 2025	ACTUAL 2024
COMMUNITY & ECONOMIC DEVELOPMENT										
Community Beautification	39	107,178	24,638						131,816	0
Economic Development	40			367,923					367,923	0
Housing and Urban Renewal	41	382,075	64,301						446,376	387,010
Planning & Zoning	42	548,009	74,542						622,551	587,748
Other Com & Econ Development	43								0	123,502
TIF Rebates	44								0	414,556
TOTAL (lines 39 - 44)	45	1,037,262	163,481	367,923			0		1,568,666	1,512,816
GENERAL GOVERNMENT										
Mayor, Council, & City Manager	46	716,333	72,691						789,024	659,251
Clerk, Treasurer, & Finance Adm.	47	1,270,722	195,720						1,466,442	1,443,849
Elections	48								0	6,805
Legal Services & City Attorney	49	70,000							70,000	70,783
City Hall & General Buildings	50	489,687	46,223						535,910	453,922
Tort Liability	51	48,250	745,741						793,991	740,777
Other General Government	52	1,032,653	81,649						1,114,302	929,770
TOTAL (lines 46 - 52)	53	3,627,645	1,142,024	0			0		4,769,669	4,305,157
DEBT SERVICE	54				5,773,397				5,773,397	5,220,200
Gov Capital Projects	55					36,657,500			36,657,500	9,617,388
TIF Capital Projects	56								0	959,194
TOTAL CAPITAL PROJECTS	57	0	0	0		36,657,500	0		36,657,500	10,576,582
TOTAL Governmental Activities Expenditures (lines 11+22+30+38+44+52+53+54)	58	22,696,860	5,549,046	367,923	5,773,397	36,657,500	0		71,044,726	41,636,570
BUSINESS TYPE ACTIVITIES Proprietary: Enterprise & Budgeted ISF										
Water Utility	59							4,095,627	4,095,627	3,980,921
Sewer Utility	60							2,742,510	2,742,510	2,218,167
Electric Utility	61								0	0
Gas Utility	62								0	0
Airport	63								0	0
Landfill/Garbage	64								0	0
Transit	65								0	0
Cable TV, Internet & Telephone	66								0	0
Housing Authority	67								0	0
Storm Water Utility	68							669,042	669,042	514,639
Other Business Type (city hosp., ISF, parking, etc.)	69							2,486,870	2,486,870	2,012,798
Enterprise DEBT SERVICE	70								0	0
Enterprise CAPITAL PROJECTS	71								0	183,415
Enterprise TIF CAPITAL PROJECTS	72								0	0
TOTAL BUSINESS TYPE EXPENDITURES (lines 59+72)	73							9,994,049	9,994,049	8,909,940
TOTAL ALL EXPENDITURES (lines 58+73)	74	22,696,860	5,549,046	367,923	5,773,397	36,657,500	0	9,994,049	81,038,775	50,546,510
Regular Transfers Out	75	6,748,105	5,630,601			2,750,554		5,111,393	20,240,653	11,024,285
Internal TIF Loan Transfers Out	76			1,256,269		15,143			1,271,412	1,361,707
Total ALL Transfers Out	77	6,748,105	5,630,601	1,256,269	0	2,765,697	0	5,111,393	21,512,065	12,385,992
Total Expenditures and Other Fin Uses (lines 74+77)	78	29,444,965	11,179,647	1,624,192	5,773,397	39,423,197	0	15,105,442	102,550,840	62,932,502
Ending Fund Balance June 30	79	9,770,263	4,864,204	699,543	1,144,879	16,072,282	0	17,065,096	49,616,267	74,707,146

RE-ESTIMATED REVENUES DETAIL

City Name: CLIVE
Fiscal Year July 1, 2024 - June 30, 2025

REVENUES & OTHER FINANCING SOURCES		GENERAL	SPECIAL REVENUE	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	RE-ESTIMATED 2025	ACTUAL 2024
Taxes Levied on Property	1	13,202,768	2,693,230		2,894,079				18,790,077	18,259,863
Less: Uncollected Property Taxes - Levy Year	2								0	0
Net Current Property Taxes (line 1 minus line 2)	3	13,202,768	2,693,230		2,894,079	0			18,790,077	18,259,863
Delinquent Property Taxes	4								0	0
TIF Revenues	5			2,004,220					2,004,220	1,573,391
Other City Taxes:										
Utility Tax Replacement Excise Taxes	6	85,633	17,468		18,080				121,181	0
Utility franchise tax (Iowa Code Chapter 364.2)	7	1,350,000							1,350,000	1,262,840
Parimutuel wager tax	8								0	0
Gaming wager tax	9								0	0
Mobile Home Taxes	10								0	0
Hotel/Motel Taxes	11	1,000,000							1,000,000	921,701
Other Local Option Taxes	12		3,700,000						3,700,000	4,090,085
Subtotal - Other City Taxes (lines 6 thru 12)	13	2,435,633	3,717,468		18,080	0			6,171,181	6,274,626
Licenses & Permits	14	530,000							530,000	746,188
Use of Money & Property	15	1,089,200		34,000	125,000	1,085,000		373,000	2,706,200	3,697,221
Intergovernmental:										
Federal Grants & Reimbursements	16	100,000							100,000	1,050,692
Road Use Taxes	17		2,745,992						2,745,992	2,627,800
Other State Grants & Reimbursements	18	374,260	71,698		65,948				511,906	651,615
Local Grants & Reimbursements	19	3,984							3,984	34,058
Subtotal - Intergovernmental (lines 16 thru 19)	20	478,244	2,817,690	0	65,948	0		0	3,361,882	4,364,165
Charges for Fees & Service:										
Water Utility	21							5,789,014	5,789,014	6,164,026
Sewer Utility	22							3,741,388	3,741,388	3,729,310
Electric Utility	23								0	0
Gas Utility	24								0	0
Parking	25								0	0
Airport	26								0	0
Landfill/Garbage	27	1,247,682							1,247,682	1,192,927
Hospital	28								0	0
Transit	29								0	0
Cable TV, Internet & Telephone	30								0	0
Housing Authority	31								0	0
Storm Water Utility	32							1,800,226	1,800,226	1,794,659
Other Fees & Charges for Service	33	2,072,680							2,072,680	1,780,648
Subtotal - Charges for Service (lines 21 thru 33)	34	3,320,362	0		0	0	0	11,330,628	14,650,990	14,661,570
Special Assessments	35								0	0
Miscellaneous	36		145,846			3,035,000			3,180,846	2,371,357
Other Financing Sources:										
Regular Operating Transfers In	37	5,837,532	823,227		975,000	10,685,964		1,918,930	20,240,653	11,024,285
Internal TIF Loan Transfers In	38			15,143	1,256,269				1,271,412	1,361,707
Subtotal ALL Operating Transfers In	39	5,837,532	823,227	15,143	2,231,269	10,685,964	0	1,918,930	21,512,065	12,385,992
Proceeds of Debt (Excluding TIF Internal Borrowing)	40	130,000				4,320,000			4,450,000	10,454,202
Proceeds of Capital Asset Sales	41	2,500						100,000	102,500	682
Subtotal-Other Financing Sources (lines 36 thru 38)	42	5,970,032	823,227	15,143	2,231,269	15,005,964	0	2,018,930	26,064,565	22,840,876
Total Revenues except for beginning fund balance (lines 3, 4, 5, 12, 13, 14, 19, 33, 34, 35, & 39)	43	27,026,239	10,197,461	2,053,363	5,334,376	19,125,964	0	13,722,558	77,459,961	74,789,257
Beginning Fund Balance July 1	44	12,188,989	5,846,390	270,372	1,583,900	36,369,515	0	18,447,980	74,707,146	62,850,391
TOTAL REVENUES & BEGIN BALANCE (lines 41+42)	45	39,215,228	16,043,851	2,323,735	6,918,276	55,495,479	0	32,170,538	152,167,107	137,639,648

EXPENDITURES SCHEDULE PAGE 1

City Name: CLIVE
Fiscal Year July 1, 2025 - June 30, 2026

GOVERNMENT ACTIVITIES		GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2026	RE-ESTIMATED 2025	ACTUAL 2024
PUBLIC SAFETY											
Police Department/Crime Prevention	1	4,551,522	1,229,246						5,780,768	5,895,459	5,182,598
Jail	2								0	0	0
Emergency Management	3								0	0	0
Flood Control	4								0	0	0
Fire Department	5	2,540,931	141,503						2,682,434	2,585,194	2,462,699
Ambulance	6	2,311,616	406,675						2,718,291	2,456,258	2,151,974
Building Inspections	7								0	0	0
Miscellaneous Protective Services	8								0	0	0
Animal Control	9	20,000							20,000	20,000	23,025
Other Public Safety	10	14,015							14,015	14,015	12,392
TOTAL (lines 1 - 10)	11	9,438,084	1,777,424				0		11,215,508	10,970,926	9,832,688
PUBLIC WORKS											
Roads, Bridges, & Sidewalks	12	628,615	2,112,853						2,741,468	2,734,285	2,398,120
Parking - Meter and Off-Street	13								0	0	0
Street Lighting	14	224,000							224,000	224,000	118,659
Traffic Control and Safety	15	259,263	1,748						261,011	229,307	161,350
Snow Removal	16								0	0	0
Highway Engineering	17	960,534	184,345						1,144,879	1,072,138	1,010,523
Street Cleaning	18								0	0	0
Airport	19								0	0	0
Garbage (if not Enterprise)	20	1,227,000							1,227,000	1,269,075	1,225,331
Other Public Works	21								0	0	0
TOTAL (lines 12 - 21)	22	3,299,412	2,298,946				0		5,598,358	5,528,805	4,913,983
HEALTH & SOCIAL SERVICES											
Welfare Assistance	23								0	0	0
City Hospital	24								0	0	0
Payments to Private Hospitals	25								0	0	0
Health Regulation and Inspection	26								0	0	0
Water, Air, and Mosquito Control	27	14,330							14,330	10,330	11,030
Community Mental Health	28								0	0	0
Other Health and Social Services	29	16,000							16,000	14,000	16,704
TOTAL (lines 23 - 29)	30	30,330	0				0		30,330	24,330	27,734
CULTURE & RECREATION											
Library Services	31	1,082,705	161,372						1,244,077	1,181,214	1,067,850
Museum, Band and Theater	32	625,000							625,000	624,349	579,067
Parks	33	1,764,035	283,350						2,047,385	1,927,588	1,727,004
Recreation	34	887,309	101,870						989,179	912,960	1,040,364
Cemetery	35								0	0	0
Community Center, Zoo, & Marina	36	251,049	10,878						261,927	236,186	0
Other Culture and Recreation	37	855,579	18,100						873,679	869,136	833,125
TOTAL (lines 31 - 37)	38	5,465,677	575,570				0		6,041,247	5,751,433	5,247,410

City Name: CLIVE
Fiscal Year July 1, 2025 - June 30, 2026

GOVERNMENT ACTIVITIES		GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2026	RE-ESTIMATED 2025	ACTUAL 2024
COMMUNITY & ECONOMIC DEVELOPMENT											
Community Beautification	39	109,457	31,139						140,596	131,816	0
Economic Development	40			98,856					98,856	367,923	0
Housing and Urban Renewal	41	354,076	83,590						437,666	446,376	387,010
Planning & Zoning	42	558,769	104,454						663,223	622,551	587,748
Other Com & Econ Development	43								0	0	123,502
TIF Rebates	44								0	0	414,556
TOTAL (lines 39 - 44)	45	1,022,302	219,183	98,856			0		1,340,341	1,568,666	1,512,816
GENERAL GOVERNMENT											
Mayor, Council, & City Manager	46	689,319	90,588						779,907	789,024	659,251
Clerk, Treasurer, & Finance Adm.	47	1,144,857	247,492						1,392,349	1,466,442	1,443,849
Elections	48	8,000							8,000	0	6,805
Legal Services & City Attorney	49	70,000							70,000	70,000	70,783
City Hall & General Buildings	50	487,760	42,225						529,985	535,910	453,922
Tort Liability	51	51,250	382,375						433,625	793,991	740,777
Other General Government	52	1,052,140	88,076						1,140,216	1,114,302	929,770
TOTAL (lines 46 - 52)	53	3,503,326	850,756	0			0		4,354,082	4,769,669	4,305,157
DEBT SERVICE	54				5,695,797				5,695,797	5,773,397	5,220,200
Gov Capital Projects	55					32,046,066			32,046,066	36,657,500	9,617,388
TIF Capital Projects	56					13,563,970			13,563,970	0	959,194
TOTAL CAPITAL PROJECTS	57	0	0	0		45,610,036	0		45,610,036	36,657,500	10,576,582
TOTAL Government Activities Expenditures (lines 11+22+30+38+45+53+54+57)	58	22,759,131	5,721,879	98,856	5,695,797	45,610,036	0		79,885,699	71,044,726	41,636,570
BUSINESS TYPE ACTIVITIES											
Proprietary: Enterprise & Budgeted ISF											
Water Utility	59							4,084,969	4,084,969	4,095,627	3,980,921
Sewer Utility	60							2,752,356	2,752,356	2,742,510	2,218,167
Electric Utility	61							0	0	0	0
Gas Utility	62							0	0	0	0
Airport	63							0	0	0	0
Landfill/Garbage	64							0	0	0	0
Transit	65							0	0	0	0
Cable TV, Internet & Telephone	66							0	0	0	0
Housing Authority	67							0	0	0	0
Storm Water Utility	68							620,509	620,509	669,042	514,639
Other Business Type (city hosp., ISF, parking, etc.)	69							3,151,682	3,151,682	2,486,870	2,012,798
Enterprise DEBT SERVICE	70							0	0	0	0
Enterprise CAPITAL PROJECTS	71							0	0	0	183,415
Enterprise TIF CAPITAL PROJECTS	72							0	0	0	0
TOTAL Business Type Expenditures (lines 59 - 72)	73							10,609,516	10,609,516	9,994,049	8,909,940
TOTAL ALL EXPENDITURES (lines 58 + 73)	74	22,759,131	5,721,879	98,856	5,695,797	45,610,036	0	10,609,516	90,495,215	81,038,775	50,546,510
Regular Transfers Out	75	2,548,228	5,217,729			410,000		5,039,018	13,214,975	20,240,653	11,024,285
Internal TIF Loan / Repayment Transfers Out	76			1,645,669		15,143			1,660,812	1,271,412	1,361,707
Total ALL Transfers Out	77	2,548,228	5,217,729	1,645,669	0	425,143	0	5,039,018	14,875,787	21,512,065	12,385,992
Total Expenditures & Fund Transfers Out (lines 74+77)	78	25,307,359	10,939,608	1,744,525	5,695,797	46,035,179	0	15,648,534	105,371,002	102,550,840	62,932,502
Ending Fund Balance June 30	79	8,522,550	4,643,861	1,146,149	1,484,026	-13,773,897	0	17,323,741	19,346,430	49,616,267	74,707,146

REVENUES DETAIL

City Name: CLIVE
Fiscal Year July 1, 2025 - June 30, 2026

		GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2026	RE-ESTIMATED 2025	ACTUAL 2024
REVENUES & OTHER FINANCING SOURCES											
Taxes Levied on Property	1	13,561,558	2,735,496		3,216,955	0			19,514,009	18,790,077	18,259,863
Less: Uncollected Property Taxes - Levy Year	2								0	0	0
Net Current Property Taxes (line 1 minus line 2)	3	13,561,558	2,735,496		3,216,955	0			19,514,009	18,790,077	18,259,863
Delinquent Property Taxes	4								0	0	0
TIF Revenues	5			2,155,896					2,155,896	2,004,220	1,573,391
Other City Taxes:											
Utility Tax Replacement Excise Taxes	6	84,729	17,098		19,288	0			121,115	121,181	0
Utility franchise tax (Iowa Code Chapter 364.2)	7	1,290,000							1,290,000	1,350,000	1,262,840
Parimutuel wager tax	8								0	0	0
Gaming wager tax	9								0	0	0
Mobile Home Taxes	10								0	0	0
Hotel/Motel Taxes	11	1,000,000							1,000,000	1,000,000	921,701
Other Local Option Taxes	12		4,480,000						4,480,000	3,700,000	4,090,085
Subtotal - Other City Taxes (lines 6 thru 12)	13	2,374,729	4,497,098		19,288	0			6,891,115	6,171,181	6,274,626
Licenses & Permits	14	445,000							445,000	530,000	746,188
Use of Money & Property	15	747,500		20,092	95,000	1,085,000		318,000	2,265,592	2,706,200	3,697,221
Intergovernmental:											
Federal Grants & Reimbursements	16								0	100,000	1,050,692
Road Use Taxes	17		3,041,178						3,041,178	2,745,992	2,627,800
Other State Grants & Reimbursements	18	325,666	60,660		57,989				444,315	511,906	651,615
Local Grants & Reimbursements	19	3,484							3,484	3,984	34,058
Subtotal - Intergovernmental (lines 16 thru 19)	20	329,150	3,101,838	0	57,989	0		0	3,488,977	3,361,882	4,364,165
Charges for Fees & Service:											
Water Utility	21							6,714,785	6,714,785	5,789,014	6,164,026
Sewer Utility	22							3,921,152	3,921,152	3,741,388	3,729,310
Electric Utility	23							0	0	0	0
Gas Utility	24							0	0	0	0
Parking	25							0	0	0	0
Airport	26							0	0	0	0
Landfill/Garbage	27	1,262,500						1,262,500	1,247,682	1,192,927	
Hospital	28							0	0	0	0
Transit	29							0	0	0	0
Cable TV, Internet & Telephone	30							0	0	0	0
Housing Authority	31							0	0	0	0
Storm Water Utility	32							1,864,838	1,864,838	1,800,226	1,794,659
Other Fees & Charges for Service	33	2,090,110						2,090,110	2,072,680	1,780,648	
Subtotal - Charges for Service (lines 21 thru 33)	34	3,352,610	0		0	0	0	12,500,775	15,853,385	14,650,990	14,661,570
Special Assessments	35							0	0	0	0
Miscellaneous	36		131,404			35,000			166,404	3,180,846	2,371,357
Other Financing Sources:											
Regular Operating Transfers In	37	3,248,099	253,429		1,000,043	5,925,000		2,788,404	13,214,975	20,240,653	11,024,285
Internal TIF Loan Transfers In	38			15,143	1,645,669				1,660,812	1,271,412	1,361,707
Subtotal ALL Operating Transfers In	39	3,248,099	253,429	15,143	2,645,712	5,925,000	0	2,788,404	14,875,787	21,512,065	12,385,992
Proceeds of Debt (Excluding TIF Internal Borrowing)	40					9,144,000			9,144,000	4,450,000	10,454,202
Proceeds of Capital Asset Sales	41	1,000						300,000	301,000	102,500	682
Subtotal-Other Financing Sources (lines 38 thru 40)	42	3,249,099	253,429	15,143	2,645,712	15,069,000	0	3,088,404	24,320,787	26,064,565	22,840,876
Total Revenues except for beginning fund balance (lines 3, 4, 5, 13, 14, 15, 20, 34, 35, 36, & 41)	43	24,059,646	10,719,265	2,191,131	6,034,944	16,189,000	0	15,907,179	75,101,165	77,459,961	74,789,257
Beginning Fund Balance July 1	44	9,770,263	4,864,204	699,543	1,144,879	16,072,282	0	17,065,096	49,616,267	74,707,146	62,850,391
TOTAL REVENUES & BEGIN BALANCE (lines 42+43)	45	33,829,909	15,583,469	2,890,674	7,179,823	32,261,282	0	32,972,275	124,717,432	152,167,107	137,639,648

ADOPTED BUDGET SUMMARY

City Name: CLIVE
Fiscal Year July 1, 2025 - June 30, 2026

		GENERAL	SPECIAL REVENUES	TIF SPECIAL REVENUES	DEBT SERVICE	CAPITAL PROJECTS	PERMANENT	PROPRIETARY	BUDGET 2026	RE-ESTIMATED 2025	ACTUAL 2024
Revenues & Other Financing Sources											
Taxes Levied on Property	1	13,561,558	2,735,496		3,216,955	0			19,514,009	18,790,077	18,259,863
Less: Uncollected Property Taxes-Levy Year	2	0	0		0	0			0	0	0
Net Current Property Taxes	3	13,561,558	2,735,496		3,216,955	0			19,514,009	18,790,077	18,259,863
Delinquent Property Taxes	4	0	0		0	0			0	0	0
TIF Revenues	5			2,155,896					2,155,896	2,004,220	1,573,391
Other City Taxes	6	2,374,729	4,497,098		19,288	0			6,891,115	6,171,181	6,274,626
Licenses & Permits	7	445,000	0					0	445,000	530,000	746,188
Use of Money and Property	8	747,500	0	20,092	95,000	1,085,000	0	318,000	2,265,592	2,706,200	3,697,221
Intergovernmental	9	329,150	3,101,838	0	57,989	0		0	3,488,977	3,361,882	4,364,165
Charges for Fees & Service	10	3,352,610	0		0	0	0	12,500,775	15,853,385	14,650,990	14,661,570
Special Assessments	11	0	0		0	0		0	0	0	0
Miscellaneous	12	0	131,404		0	35,000	0		166,404	3,180,846	2,371,357
Sub-Total Revenues	13	20,810,547	10,465,836	2,175,988	3,389,232	1,120,000	0	12,818,775	50,780,378	51,395,396	51,948,381
Other Financing Sources:											
Total Transfers In	14	3,248,099	253,429	15,143	2,645,712	5,925,000	0	2,788,404	14,875,787	21,512,065	12,385,992
Proceeds of Debt	15	0	0	0	0	9,144,000		0	9,144,000	4,450,000	10,454,202
Proceeds of Capital Asset Sales	16	1,000	0	0	0	0	0	300,000	301,000	102,500	682
Total Revenues and Other Sources	17	24,059,646	10,719,265	2,191,131	6,034,944	16,189,000	0	15,907,179	75,101,165	77,459,961	74,789,257
Expenditures & Other Financing Uses											
Public Safety	18	9,438,084	1,777,424	0			0		11,215,508	10,970,926	9,832,688
Public Works	19	3,299,412	2,298,946	0			0		5,598,358	5,528,805	4,913,983
Health and Social Services	20	30,330	0	0			0		30,330	24,330	27,734
Culture and Recreation	21	5,465,677	575,570	0			0		6,041,247	5,751,433	5,247,410
Community and Economic Development	22	1,022,302	219,183	98,856			0		1,340,341	1,568,666	1,512,816
General Government	23	3,503,326	850,756	0			0		4,354,082	4,769,669	4,305,157
Debt Service	24	0	0	0	5,695,797		0		5,695,797	5,773,397	5,220,200
Capital Projects	25	0	0	0		45,610,036	0		45,610,036	36,657,500	10,576,582
Total Government Activities Expenditures	26	22,759,131	5,721,879	98,856	5,695,797	45,610,036	0		79,885,699	71,044,726	41,636,570
Business Type Proprietary: Enterprise & ISF	27							10,609,516	10,609,516	9,994,049	8,909,940
Total Gov & Bus Type Expenditures	28	22,759,131	5,721,879	98,856	5,695,797	45,610,036	0	10,609,516	90,495,215	81,038,775	50,546,510
Total Transfers Out	29	2,548,228	5,217,729	1,645,669	0	425,143	0	5,039,018	14,875,787	21,512,065	12,385,992
Total ALL Expenditures/Fund Transfers Out	30	25,307,359	10,939,608	1,744,525	5,695,797	46,035,179	0	15,648,534	105,371,002	102,550,840	62,932,502
Excess Revenues & Other Sources Over	31										
(Under) Expenditures/Transfers Out	32	-1,247,713	-220,343	446,606	339,147	-29,846,179	0	258,645	-30,269,837	-25,090,879	11,856,755
Beginning Fund Balance July 1	33	9,770,263	4,864,204	699,543	1,144,879	16,072,282	0	17,065,096	49,616,267	74,707,146	62,850,391
Ending Fund Balance June 30	34	8,522,550	4,643,861	1,146,149	1,484,026	-13,773,897	0	17,323,741	19,346,430	49,616,267	74,707,146

LONG TERM DEBT SCHEDULE - LT DEBT1

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

Debt Name		Amount of Issue	Type of Debt Obligation	Debt Resolution Number	Principal Due FY	Interest Due FY	Total Obligation Due FY	Bond Reg./ Paying Agent Fees Due FY	Reductions due to Refinancing or Prepayment of Certified Debt	Paid from Funds OTHER THAN Current Year Debt Service Taxes	Amount Paid Current Year Debt Service Levy
2013A GO	1	1,970,000	GO	2013-384	160,000	14,370	174,370	500			174,870
2017A	2	2,150,000	GO	2017-71	190,000	3,990	193,990	500			194,490
2017B	3	1,300,000	GO	2017-72	155,000	4,650	159,650	500			160,150
2019A GO	4	4,205,000	GO	2019-68	380,000	37,975	417,975	600		79,529	339,046
2019B (PSF #1)	5	4,510,000	GO	2019-257	205,000	80,705	285,705	600		286,305	0
2019C (Clark St)	6	2,645,000	GO	2019-258	240,000	40,600	280,600	600		281,200	0
2020A GO	7	2,040,000	GO	2020-089	180,000	40,450	220,450	600			221,050
2020B (PSF #2)	8	5,350,000	GO	2020-099	265,000	92,648	357,648	600		358,248	0
2021A GO	9	3,020,000	GO	2021-095	250,000	60,550	310,550	600			311,150
2021B GO (PSF #3)	10	5,100,000	GO	2021-096	250,000	104,890	354,890	600		355,490	0
2021C GO	11	8,640,000	GO	2021-282	310,000	208,244	518,244	600		518,844	0
2022A	12	4,000,000	GO	2022-100	375,000	121,500	496,500	600			497,100
2023A	13	3,655,000	GO	2023-124	335,000	162,000	497,000	600			497,600
2023B	14	4,735,000	GO	2023-295	225,000	223,525	448,525	600		449,125	0
2024A	15	5,400,000	GO	2024-110	335,000	239,500	574,500	600			575,100
2024B	16	3,380,000	GO	2024-283	245,000	150,900	395,900	600		130,813	265,687
	17	-	-				0				0
	18	-	-				0				0
	19	-	-				0				0
	20	-	-				0				0
	21	-	-				0				0
	22	-	-				0				0
	23	-	-				0				0
	24	-	-				0				0
	25	-	-				0				0
	26	-	-				0				0
	27	-	-				0				0
	28	-	-				0				0
	29	-	-				0				0
	30	-	-				0				0
TOTALS					4,100,000	1,586,497	5,686,497	9,300	0	2,459,554	3,236,243

LONG TERM DEBT SCHEDULE - LT DEBT2

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

Debt Name		Amount of Issue	Type of Debt Obligation	Debt Resolution Number	Principal Due FY	Interest Due FY	Total Obligation Due FY	Bond Reg./ Paying Agent Fees Due FY	Reductions due to Refinancing or Prepayment of Certified Debt	Paid from Funds OTHER THAN Current Year Debt Service Taxes	Amount Paid Current Year Debt Service Levy
	31	-	-				0				0
	32	-	-				0				0
	33	-	-				0				0
	34	-	-				0				0
	35	-	-				0				0
	36	-	-				0				0
	37	-	-				0				0
	38	-	-				0				0
	39	-	-				0				0
	40	-	-				0				0
	41	-	-				0				0
	42	-	-				0				0
	43	-	-				0				0
	44	-	-				0				0
	45	-	-				0				0
	46	-	-				0				0
	47	-	-				0				0
	48	-	-				0				0
	49	-	-				0				0
	50	-	-				0				0
	51	-	-				0				0
	52	-	-				0				0
	53	-	-				0				0
	54	-	-				0				0
	55	-	-				0				0
	56	-	-				0				0
	57	-	-				0				0
	58	-	-				0				0
	59	-	-				0				0
	60	-	-				0				0
TOTALS					4,100,000	1,586,497	5,686,497	9,300	0	2,459,554	3,236,243

LONG TERM DEBT SCHEDULE - LT DEBT3

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

Debt Name		Amount of Issue	Type of Debt Obligation	Debt Resolution Number	Principal Due FY	Interest Due FY	Total Obligation Due FY	Bond Reg./ Paying Agent Fees Due FY	Reductions due to Refinancing or Prepayment of Certified Debt	Paid from Funds OTHER THAN Current Year Debt Service Taxes	Amount Paid Current Year Debt Service Levy
	61	-	-				0				0
	62	-	-				0				0
	63	-	-				0				0
	64	-	-				0				0
	65	-	-				0				0
	66	-	-				0				0
	67	-	-				0				0
	68	-	-				0				0
	69	-	-				0				0
	70	-	-				0				0
	71	-	-				0				0
	72	-	-				0				0
	73	-	-				0				0
	74	-	-				0				0
	75	-	-				0				0
	76	-	-				0				0
	77	-	-				0				0
	78	-	-				0				0
	79	-	-				0				0
	80	-	-				0				0
	81	-	-				0				0
	82	-	-				0				0
	83	-	-				0				0
	84	-	-				0				0
	85	-	-				0				0
	86	-	-				0				0
	87	-	-				0				0
	88	-	-				0				0
	89	-	-				0				0
	90	-	-				0				0
TOTALS					4,100,000	1,586,497	5,686,497	9,300	0	2,459,554	3,236,243

LONG TERM DEBT SCHEDULE - LT DEBT4

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS											
Debt Name		Amount of Issue	Type of Debt Obligation	Debt Resolution Number	Principal Due FY	Interest Due FY	Total Obligation Due FY	Bond Reg./ Paying Agent Fees Due FY	Reductions due to Refinancing or Prepayment of Certified Debt	Paid from Funds OTHER THAN Current Year Debt Service Taxes	Amount Paid Current Year Debt Service Levy
	91	-	-				0				0
	92	-	-				0				0
	93	-	-				0				0
	94	-	-				0				0
	95	-	-				0				0
	96	-	-				0				0
	97	-	-				0				0
	98	-	-				0				0
	99	-	-				0				0
	100	-	-				0				0
	101	-	-				0				0
	102	-	-				0				0
	103	-	-				0				0
	104	-	-				0				0
	105	-	-				0				0
	106	-	-				0				0
	107	-	-				0				0
	108	-	-				0				0
	109	-	-				0				0
	110	-	-				0				0
	111	-	-				0				0
	112	-	-				0				0
	113	-	-				0				0
	114	-	-				0				0
	115	-	-				0				0
	116	-	-				0				0
	117	-	-				0				0
	118	-	-				0				0
	119	-	-				0				0
	120	-	-				0				0
TOTALS					4,100,000	1,586,497	5,686,497	9,300	0	2,459,554	3,236,243

LONG TERM DEBT SCHEDULE - LT DEBTS

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

Debt Name		Amount of Issue	Type of Debt Obligation	Debt Resolution Number	Principal Due FY	Interest Due FY	Total Obligation Due FY	Bond Reg./ Paying Agent Fees Due FY	Reductions due to Refinancing or Prepayment of Certified Debt	Paid from Funds OTHER THAN Current Year Debt Service Taxes	Amount Paid Current Year Debt Service Levy
	121	-	-				0				0
	122	-	-				0				0
	123	-	-				0				0
	124	-	-				0				0
	125	-	-				0				0
	126	-	-				0				0
	127	-	-				0				0
	128	-	-				0				0
	129	-	-				0				0
	130	-	-				0				0
	131	-	-				0				0
	132	-	-				0				0
	133	-	-				0				0
	134	-	-				0				0
	135	-	-				0				0
	136	-	-				0				0
	137	-	-				0				0
	138	-	-				0				0
	139	-	-				0				0
	140	-	-				0				0
	141	-	-				0				0
	142	-	-				0				0
	143	-	-				0				0
	144	-	-				0				0
	145	-	-				0				0
	146	-	-				0				0
	147	-	-				0				0
	148	-	-				0				0
	149	-	-				0				0
	150	-	-				0				0
TOTALS					4,100,000	1,586,497	5,686,497	9,300	0	2,459,554	3,236,243

LONG TERM DEBT SCHEDULE - LT DEBT6

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS											
Debt Name		Amount of Issue	Type of Debt Obligation	Debt Resolution Number	Principal Due FY	Interest Due FY	Total Obligation Due FY	Bond Reg./ Paying Agent Fees Due FY	Reductions due to Refinancing or Prepayment of Certified Debt	Paid from Funds OTHER THAN Current Year Debt Service Taxes	Amount Paid Current Year Debt Service Levy
	151	-	-				0				0
	152	-	-				0				0
	153	-	-				0				0
	154	-	-				0				0
	155	-	-				0				0
	156	-	-				0				0
	157	-	-				0				0
	158	-	-				0				0
	159	-	-				0				0
	160	-	-				0				0
	161	-	-				0				0
	162	-	-				0				0
	163	-	-				0				0
	164	-	-				0				0
	165	-	-				0				0
	166	-	-				0				0
	167	-	-				0				0
	168	-	-				0				0
	169	-	-				0				0
	170	-	-				0				0
	171	-	-				0				0
	172	-	-				0				0
	173	-	-				0				0
	174	-	-				0				0
	175	-	-				0				0
	176	-	-				0				0
	177	-	-				0				0
	178	-	-				0				0
	179	-	-				0				0
	180	-	-				0				0
TOTALS					4,100,000	1,586,497	5,686,497	9,300	0	2,459,554	3,236,243

LONG TERM DEBT SCHEDULE - LT DEBT7

GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS

Debt Name		Amount of Issue	Type of Debt Obligation	Debt Resolution Number	Principal Due FY	Interest Due FY	Total Obligation Due FY	Bond Reg./ Paying Agent Fees Due FY	Reductions due to Refinancing or Prepayment of Certified Debt	Paid from Funds OTHER THAN Current Year Debt Service Taxes	Amount Paid Current Year Debt Service Levy
	181		-				0				0
	182		-				0				0
	183		-				0				0
	184		-				0				0
	185		-				0				0
	186		-				0				0
	187		-				0				0
	188		-				0				0
	189		-				0				0
	190		-				0				0
	191		-				0				0
	192		-				0				0
	193		-				0				0
	194		-				0				0
	195		-				0				0
	196		-				0				0
	197		-				0				0
	198		-				0				0
	199		-				0				0
	200		-				0				0
	201		-				0				0
	202		-				0				0
	203		-				0				0
	204		-				0				0
	205		-				0				0
	206		-				0				0
	207		-				0				0
	208		-				0				0
	209		-				0				0
	210		-				0				0
TOTALS					4,100,000	1,586,497	5,686,497	9,300	0	2,459,554	3,236,243

LONG TERM DEBT SCHEDULE - GRAND TOTALS**GENERAL OBLIGATION BONDS, TIF BONDS, REVENUE BONDS, LOANS, LEASE-PURCHASE PAYMENTS**

	Principal Due FY 2026	Interest Due FY 2026	Total Obligation Due FY 2026	Bond Reg./ Paying Agent Fees Due FY 2026	Reductions due to Refinancing or Prepayment of Certified Debt	Paid from Sources OTHER THAN Budget Year Debt Service Levy	Amount Paid Budget Year Debt Service Levy
GO - TOTAL	4,100,000	1,586,497	5,686,497	9,300	0	2,459,554	3,236,243
NON GO - TOTAL	0	0	0	0	0	0	0
GRAND - TOTAL	4,100,000	1,586,497	5,686,497	9,300	0	2,459,554	3,236,243



Memo

TO: Mayor and Council members

FROM: Elizabeth Hansen, Director of Administrative Services

DATE: April 10, 2025

RE: Resolution Approving FY 2025-26 Budget

SYNOPSIS:

The staff have met the Council's Property Tax Priorities and incorporated strategic goals into this budget, such as street reinvestments, Little Walnut Creek Stream Restoration, Linnan Park Redevelopment, expanding Harbach Center programming, the Greenbelt Landing project, and we will continue to implement the Flood Prone Property Buyout Program.

For 8 consecutive years, Clive kept its property tax rate at \$10.14, and in FY 2024-25, Clive decreased the property taxes to \$9.92. Staff are proposing to maintain the \$9.92 property tax levy rate for FY 2025-26.

Attached is a Resolution approving the fiscal year 2025-26 budget.

Based on Council direction provided during budget work sessions, the FY 2025-26 budget was put in final form, and the public hearing notice was published as required by law. To date there have been no public comments received.

Staff recommends approval.

Attachments:

1. Resolution Approving FY26 Budget

RESOLUTION NO. _____

RESOLUTION ADOPTING THE ANNUAL BUDGET FOR
FISCAL YEAR ENDING JUNE 30, 2026

BE IT RESOLVED by the Council of the City of Clive, Iowa:

The annual budget for the fiscal year ending June 30, 2026, as set forth in the Budget Summary and the detailed Budget in support thereof showing the revenue estimates and appropriation expenditures and allocations to programs and activities for said fiscal year is adopted, and the Director of Administrative Services is directed to make the filings required by law and to prepare the books in accordance with the summary and details as adopted.

PASSED AND APPROVED THIS 10th day of April 2025.

John Edwards, Mayor

ATTEST:

Matthew D. Graham, City Clerk



Memo

TO: Mayor and Council members

FROM: Elizabeth Hansen, Director of Administrative Services

DATE: April 10, 2025

RE: Proposed Utility Rate Adjustments - FY 2025-26

SYNOPSIS:

As proposed in the FY25/26 budget, the ERU Methodology Policy and three proposed ordinance amendments for the enterprise funds have been prepared. They cover rate increases for the water, sewer, and stormwater utilities. Additionally, due to the ERU methodology changes, staff are proposing amendments to other sections of the Stormwater ordinance as well. All proposed rate increases would go into effect with May usage, billed in June, and due in July.

Staff will include the Resolution to change the solid waste rates for the FY25/26 budget when the City Council considers the third reading of these utility ordinances in May.

Attachments:

None



Memo

TO: Mayor and Council members

FROM: Elizabeth Hansen, Director of Administrative Services

DATE: April 10, 2025

RE: Resolution Approving the Equivalent Rate Unit (ERU) Methodology Policy

SYNOPSIS:

Last year, the cashflow reflected the change in the Equivalent Rate Unit (ERU) value from 3667 sq. ft. to 4100 sq. ft. Now, staff developed additional guidelines for commercial ERUs by preparing the methodology and best practices policy statement, included in the agenda packet. Other than preparing a communication strategy, no additional feedback or changes have been made since it was proposed at the Budget workshop in early February.

Communication efforts will start in mid-April to all commercial customers, upon approval of the policy.

The attached resolution approves the final draft of the Equivalent Residential Unit (ERU) Methodology Policy for the City of Clive. The ERU Methodology Policy evaluates and establishes a fair and sustainable framework for stormwater utility fees, ensuring equitable distribution among residential and commercial properties. With this approval, city staff are authorized to implement the recommendations, making necessary adjustments to the stormwater utility system. The resolution takes effect immediately upon passage, supporting the City's commitment to maintaining and enhancing stormwater infrastructure.

Following the approval of the ERU Methodology Policy, you shall see the proposed changes to the stormwater ordinance. In addition to amending the rates, staff have included a section of the code to clarify that exempt property owned by governmental entities is inclusive of rights-of-way, but not other property (e.g., Iowa Lottery office, etc.). In conjunction with this clarification, Des Moines Waterworks and Des Moines Wastewater Reclamation Authority properties were moved from that subsection and listed independently, as they will remain exempt.

Staff recommends approval.

Attachments:

1. ERU Methodology Resolution
2. ERU Methodology Policy

RESOLUTION NO. _____

**A RESOLUTION APPROVING THE EQUIVALENT RESIDENTIAL UNIT (ERU)
METHODOLOGY POLICY**

WHEREAS, the City of Clive has conducted a comprehensive review and assessment of the Equivalent Residential Unit (ERU) Methodology Policy to ensure an equitable and effective approach to stormwater management and related utility fees; and

WHEREAS, the final draft of the ERU Methodology Policy has been prepared and reviewed by city staff to ensure its accuracy, compliance, and alignment with the City's strategic goals; and

WHEREAS, the City Council has reviewed the final ERU Methodology Policy and finds that it provides a fair and sustainable framework for stormwater management, benefiting both residents and businesses within the City of Clive; and

WHEREAS, the approval of this ERU Methodology Policy will support the City's ongoing efforts to maintain and enhance stormwater infrastructure, ensure compliance with regulatory requirements, and equitably distribute utility costs;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

1. The City Council hereby approves the final draft of the Equivalent Residential Unit (ERU) Methodology Policy, as presented.
2. City staff is authorized and directed to implement the recommendations outlined in the ERU Methodology Policy, including any necessary administrative and operational adjustments.

PASSED AND APPROVED this 10th day of April 2025.

John Edwards, Mayor

ATTEST:

Matthew D. Graham, City Clerk

City of Clive Impervious Area Rate Methodology Policy

The City of Clive assesses stormwater utility service charges to property owners contributing to the need for stormwater management. These charges are determined using the **Impervious Area Rate Methodology**, as outlined in Title 8 of the Clive City Code. The methodology calculates charges based on the total impervious surface area on, or directly attributable to, the property.

This user-fee system provides a fair and sustainable way to raise revenue for stormwater management by charging those who directly impact the system. In cases of discrepancies, the applicable ordinance will take precedence.

1. Key Concepts

Impervious Areas

Impervious areas are surfaces that prevent or impede water absorption into the ground, including:

- Rooftops of buildings.
- Concrete, asphalt, and gravel surfaces (e.g., roads, driveways, driveway approaches, parking lots).
- Sidewalks and trails.
- Swimming pools and pool decks.
- Patios, covered/uncovered decks, and sport courts.

Equivalent Residential Unit (ERU)

An **ERU** represents the median average impervious area of a detached residential property:

- **Residential Properties:** Charged based on a tiered scale, with a minimum of 0.5 ERU.
- **Non-Residential Properties:** Charged based on the total impervious area divided by the adopted ERU value.

2. ERU Calculation for Properties

2a. Methodology and Parameters

- Impervious surface areas are determined using a property's approved site plan.

- If an approved site plan is unavailable or inaccurate, the City will use the best available data, such as:
 - Property surveys.
 - Aerial photography.
 - Planimetric databases.
- **Residential Properties:** Charged based on a tiered ERU scale, with a minimum charge of 0.5 ERU.
- **Non-Residential Properties:** Charged based on the total impervious area divided by the adopted ERU value. The billed ERU is rounded to the nearest hundredth.

2b. Exempt Properties

Refer to **Clive City Code Section 8-4A-5** for a complete list of exempt properties, including:

- Public streets and roads.
- Private streets serving individual driveways.
- Property owned by public governmental entities within the right-of-way.
- Railroad tracks in the right-of-way.
- Subdivided lots prior to substantial completion of a structure.
- Undeveloped or unimproved properties.
- Sidewalks located in Residential Properties

3. Billing Policies

3a. Properties Receiving Stormwater Bills

- **Abandoned Properties:** Billed to the property owner of record.
- **Association Properties:** Billed to the homeowners or commercial association for common area impervious surfaces.
- **Condominiums:** Billed to the condominium association.
- **Factory-Built Home Parks:** Billed to the park property owner for impervious areas, regardless of individual dwelling ownership. Manufactured homes outside these parks are billed as residential.
- **Multi-Family Properties:** Billed to the parcel owner for impervious areas.
- **Multi-Tenant/Shopping Centers:** Billed to the property owner for impervious areas, including shared improvements across property lines.
- **Non-Residential Properties:** Billed to the property owner for impervious areas.
- **Railroad Rights-of-Way:** Tracks in the right-of-way are exempt, but other impervious areas are billed.
- **Residential Properties:** Charged based on ERU tier and included in monthly utility bills.
- **Tax-Exempt Properties:** Churches, charities, and other tax-exempt entities are billed for impervious areas.

3b. Billing Procedures

- **Billing Frequency:**
 - **Residential Properties:** Charges are included in monthly utility bills.

- **Non-Residential Properties:** Billed separately for ERU charges and monthly utility bills.
- **Back Billing/Credits:** Adjusted back to the date of the originating error.
- **Overpayments:** Credited to the account and applied to future charges.
- **Ownership Updates:** Updates based on County Assessor records are effective the next billing cycle. Property owners can request ownership updates by contacting the City.

3c. Billing Triggers

- Billing begins when:
 - A new parcel with impervious areas is created.
 - A Certificate of Occupancy is issued for new construction.
 - Development activity creates the need for stormwater management.
- **Residential Properties:** Initially billed for 1 ERU; adjusted once the impervious area is calculated. Updates may occur with new information, such as building permits or aerial imagery.
- **Non-Residential Properties:** Initially billed for 1 ERU if the impervious area is undetermined; adjusted once the impervious area is calculated. Updates may occur with new site plan amendments or updated aerial imagery.

4. Impervious Area Modification Requests and Appeals

Property owners can request a correction if they believe their impervious area calculation is incorrect.

Required Documentation:

- **Property Information:** Address and layout of impervious areas.
- **Impervious Area Calculation:** Total square footage and perimeter dimensions of applicable structures or site improvements.
- **Supporting Documentation:** As-built construction site plans or a certified survey from an Iowa-licensed surveyor.

Resolution Process:

The City encourages resolving disputes through open dialogue. If unresolved, property owners may proceed with the formal appeals process outlined in the City's ordinances.



Memo

TO: Mayor and Council members

FROM: Elizabeth Hansen, Director of Administrative Services

DATE: April 10, 2025

RE: 1st Consideration of Proposed Ordinance No. 1159 pertaining to Water Rates

SYNOPSIS:

As proposed in the FY25/26 budget, the proposed ordinance amendment for the water enterprise fund has been prepared.

The water utility ordinance includes a **2%** increase in the base or general rate, which represents an increase of \$0.18/month per 1,000 gallons, prorated to the nearest 100 gallons used monthly.

For residential customers, water used for outdoor irrigation and recorded on the irrigation meter would be billed per 1,000 gallons used, prorated to the nearest 100 gallons, and would also be billed per the specified tiered rate chart below:

1 – 10,000 gallons \$8.91
10,001 to 30,000 gallons \$10.25
30,001 + gallons \$13.36

For commercial irrigation customers, water used for outdoor irrigation and recorded on the irrigation meter would be billed per 1,000 gallons used, prorated to the nearest 100 gallons, as specified in the following tiered rate chart:

0-200,000 gallons \$10.62
200,001 + gallons \$29.16

Staff recommend a first reading of each ordinance amendment. Rates would be effective May 15, 2025.

Attachments:

1. FY26 Water Rate Ordinance

ORDINANCE NO. 1159

AN ORDINANCE AMENDING THE CLIVE CITY CODE 2024, BY AMENDING PROVISIONS PERTAINING TO WATER RATES

Be It Enacted by the City Council of the City of Clive, Iowa:

SECTION 1. INTERNAL REFERENCES. All references to section numbers in this ordinance shall be to sections contained within Title 8, Chapter 1, Article B (Water Rates) of the "Clive City Code 2024" unless otherwise specified.

SECTION 2. AMENDMENT. Section 8-1B-2 is hereby deleted in its entirety and the following new Section 8-1B-2 is inserted in lieu thereof:

8-1B-2: RATES FOR SERVICE. Effective May 15, 2025, water service shall be furnished at the following rates within the city:

(Code of Iowa, Sec. 384.84)

1. General Rate: Except as otherwise provided herein, water use shall be billed at the following general rate: Eight dollars and ninety-one cents (\$8.91) per one thousand (1,000) gallons used, prorated to the nearest 100 gallons, billed monthly.
2. Irrigation Meter Rate: For water use registered by an irrigation meter, for which no sewer service charge is made, the following rate applies and not the general rate:
 - A. Residential Customers: Irrigation water use shall be billed at a rate of 1,000 gallons, prorated to the nearest 100 gallons, as specified in the following tiered rate chart:

1 – 10,000 gallons	\$8.91
10,001 to 30,000 gallons	\$10.25
30,001 + gallons	\$13.36

- B. Commercial Customers: Irrigation water use shall be billed at a rate of 1,000 gallons, prorated to the nearest 100 gallons, as specified in the following tiered rate chart:

0-200,000 gallons	\$10.62
200,001 + gallons	\$29.16

SECTION 3. REPEALER. All parts of the "CLIVE CITY CODE 2024" in conflict herewith are hereby repealed.

SECTION 4. SEVERABILITY CLAUSE. If any section, provision, sentence, clause, phrase, or part of this Ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of this Ordinance as a whole or any section, subsection, provision, sentence, clause, phrase or part thereof not adjudged invalid or unconstitutional.

SECTION 5. WHEN EFFECTIVE. This Ordinance shall be in effect from and after its final passage, approval and notice of its passage is given as provided by law.

PASSED AND APPROVED by the City Council on the 1st day of May 2025.

Matthew D. Graham, City Clerk

John Edwards, Mayor

Ordinance No. _____ authenticated this 1st day of May 2025.

Matthew D. Graham, City Clerk

John Edwards, Mayor

Officially published on the _____ day of May 2025.

CERTIFIED BY:

Matthew D. Graham, City Clerk



Memo

TO: Mayor and Council members

FROM:

DATE: April 10, 2025

RE: 1st Consideration of Proposed Ordinance No. 1160 pertaining to Sewer Rates

SYNOPSIS:

As proposed in the FY25/26 budget, the proposed ordinance amendment for the sewer enterprise fund has been prepared.

The sewer utility ordinance has been prepared with a **4%** increase. This equates to an increase in the sewer availability rate of \$0.35/month per customer and an increase in the sewer consumption charge of \$0.61/1,000 gallons used, prorated to the nearest 100 gallons in sewer consumption fees.

Staff recommend a first reading of each ordinance amendment. Rates would be effective May 15, 2025.

Attachments:

1. FY26 Sewer Rate Ordinance

ORDINANCE NO. 1160

AN ORDINANCE AMENDING THE CLIVE CITY CODE, 2024, BY AMENDING PROVISIONS PERTAINING TO SANITARY SEWER SERVICE RATES AND CONNECTION CHARGES

Be It Enacted by the City Council of the City of Clive, Iowa:

SECTION 1. INTERNAL REFERENCES. All references to section numbers in this ordinance shall be to sections contained within Title 8, Chapter 2, Article D, entitled Sanitary Sewer System-Service Rates and Connection Charges of the Clive City Code, 2024, unless otherwise specified.

SECTION 2. AMENDMENT. Section 8-2D-2-1 is hereby deleted in its entirety and the following new Section 8-2D-2-1 is inserted in lieu thereof:

8-2D-2: BASIC RATE:

1. Except as hereinafter noted, effective May 15, 2025, each customer whose property lies within the corporate limits of the city shall pay to the city, through its collection agent, the Clive Water Department, at the same time payment for city water service is made, the following charges:
 - A. A flat sewer availability charge at the rate of nine dollars and one cent (\$9.01) per month, regardless of the amount of consumption by the customer; and
 - B. A sewage consumption charge computed on water consumption at the rate of six dollars and eighty-six cents (\$6.86) per one thousand (1,000) gallons of water used, prorated to the nearest 100 gallons, billed monthly.

SECTION 3. REPEALER. All parts of the "CLIVE CITY CODE, 2024" in conflict herewith are hereby repealed.

SECTION 4. SEVERABILITY CLAUSE. If any section, provision, sentence, clause, phrase, or part of this Ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of this Ordinance as a whole or any section, subsection, provision, sentence, clause, phrase or part thereof not adjudged invalid or unconstitutional.

SECTION 5. WHEN EFFECTIVE. This Ordinance shall be in effect from and after its final passage, approval, and notice of its passage is given as provided by law.

PASSED AND APPROVED by the City Council on the 1st day of May 2025.

Matthew D. Graham, City Clerk

John Edwards, Mayor

Ordinance No. _____ authenticated this 1st day of May 2025.

Matthew D. Graham, City Clerk

John Edwards, Mayor

Officially published on the _____ day of May 2025.

CERTIFIED BY:

Matthew D. Graham, City Clerk



Memo

TO: Mayor and Council members

FROM: Elizabeth Hansen, Director of Administrative Services

DATE: April 10, 2025

RE: 1st Consideration of Proposed Ordinance No. 1161 pertaining to Stormwater Rates

SYNOPSIS:

As proposed in the FY25/26 budget, the proposed ordinance amendment for the stormwater enterprise fund has been prepared.

The stormwater rate ordinance has been prepared with a **3%** increase, which represents an increase of \$0.18/month per residential customer. The ERU for a medium residential user increases by \$0.36/month.

Starting in fiscal year 2023-2024, residential customers are sorted into three tiers based on the square feet of impervious area on their property as specified in the following tiered rate chart:

Tier 1 -- Smaller Residential - 0-3,100 SF \$6.21

Tier 2 -- Average Residential - 3,101-5,100 SF \$12.40

Tier 3 -- Larger Residential - 5,101 + SF \$18.61

Following the approval of the ERU Methodology Policy, in addition to amending the rates, staff have included a section of the code to clarify that exempt property owned by governmental entities is inclusive of rights-of-way, but not other property (e.g., Iowa Lottery office, etc.). In conjunction with this clarification, Des Moines Waterworks and Des Moines Wastewater Reclamation Authority properties were moved from that subsection and listed independently, as they will remain exempt.

Staff recommend a first reading of each ordinance amendment. Rates would be effective May 15, 2025.

Attachments:

1. FY26 Stormwater Rate Ord

ORDINANCE NO. 1161

AN ORDINANCE AMENDING THE CLIVE CITY CODE 2024, BY AMENDING PROVISIONS PERTAINING TO STORMWATER RATES

Be It Enacted by the City Council of the City of Clive, Iowa:

SECTION 1. INTERNAL REFERENCES. All references to section numbers in this ordinance shall be to sections contained within Title 8, Chapter 4 (Stormwater Management System and Facilities) and Title 8, Chapter 4, Article A (Stormwater Service Charges) of the "Clive City Code 2024" unless otherwise specified.

SECTION 2. AMENDMENT. Section 8-4A-3: BASIC RATE is hereby deleted in its entirety, and the following new Section 8-4A-3: BASIC RATE is inserted in lieu thereof:

1. Except as hereinafter noted, each customer whose property lies within the corporate limits of the city shall pay to the city, through its collection agent, the Clive water department, at the same time payment for city water service is made, the following charges per equivalent residential unit associated with the customer's property (an "ERU" means the median average impervious coverage of a detached dwelling unit property in the city of Clive, which has been determined by the city to be 4,100 square feet of impervious surface area):

A. Undeveloped: A flat storm sewer availability charge at the rate of zero dollars (\$0.00) per month, regardless of the amount of consumption by the customer; and

B. Residential: A storm sewer availability charge, regardless of the amount of consumption by such customer, will be based on the following schedule:

- (1) Fiscal year 2025/2026: \$12.40 per ERU per month
- (2) Residential Tier 1 (.5 ERU): 0-3100 square feet of impervious area – \$6.21 per month
- (3) Residential Tier 2 (1 ERU): >3101-5100 square feet of impervious area – \$12.40 per month
- (4) Residential Tier 3 (1.5 ERU): >5101 or more square feet of impervious area – \$18.61 per month

The monthly rate for each fiscal year beyond fiscal year 2025-26 will be determined by the ordinance of the city council before July 1 of each year.

C. Commercial/Industrial: A storm sewer availability charge will be based on the following schedule:

The fiscal year 2025-26: \$12.40 per ERU per month

The monthly rate for each fiscal year beyond 2025/2026 will be determined by the ordinance of the city council before July 1 of each year.

2. The number of equivalent residential units (ERUs) on each property shall be calculated by the Community Development Department based on the most recent aerial photography available to the City of Clive and/or impervious surface data from an approved site plan for the property. (2000 Code § 103.03; amd. Ord. 1072, 4-11-2019; Ord. 1091, 4-9-2020; Ord. 1104, 4-22-2021; Ord. 1117, 4-28-2022)

SECTION 3. AMENDMENT. Section 8-4A-5: EXEMPTIONS FROM CHARGES is hereby deleted in its entirety, and the following new Section 8-4A-5: EXEMPTIONS FROM CHARGES is inserted in lieu thereof:

Exemptions from charges are those permitted as follows:

1. Rights-of-way owned by a public governmental entity, such as:
 - A. The State;
 - B. The Counties of Polk and Dallas; and
 - C. The City.
2. Railroad right-of-way (track).
3. A subdivided lot until a substantially completed improvement has been constructed on the lot.
4. Des Moines Waterworks.
5. Des Moines Wastewater Reclamation Authority.

SECTION 4. AMENDMENT. Section 8-4A-6: BILLING FOR SERVICE is hereby deleted in its entirety, and the following new Section 8-4A-6: BILLING FOR SERVICE is inserted in lieu thereof:

Billing and payment for stormwater services shall be in accordance with the following:

1. Bills Issued. The Director of Administrative Services shall prepare and issue bills for stormwater service on or before the first day of the month following each monthly billing period.
2. Bills Payable. Bills for stormwater service shall be due and payable at the Utility Billing Office by the 15th of the month following the end of each monthly billing period.
3. Late Payment Penalty. Bills not paid when due shall be considered delinquent. A one-time late payment penalty of 10 percent of the amount due shall be added to each delinquent bill.
4. Returned Checks. A fee, as set forth in the fee schedule established by the Council, shall be charged for all checks not honored by the bank.

SECTION 5. REPEALER. All parts of the "CLIVE CITY CODE 2024" in conflict herewith are hereby repealed.

SECTION 6. SEVERABILITY CLAUSE. If any section, provision, sentence, clause, phrase, or part of this Ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of this Ordinance as a whole or any section, subsection, provision, sentence, clause, phrase or part thereof not adjudged invalid or unconstitutional.

SECTION 7. WHEN EFFECTIVE. This Ordinance shall be in effect from and after its final passage, approval and notice of its passage is given as provided by law.

PASSED AND APPROVED by the City Council on the 1st day of May 2025.

Matthew D. Graham, City Clerk

John Edwards, Mayor

Ordinance No. _____ authenticated this 1st day of May 2025.

Matthew D. Graham, City Clerk

John Edwards, Mayor

Officially published on the _____ day of May 2025.

CERTIFIED BY:

Matthew D. Graham, City Clerk



Memo

TO: Mayor and Council members

FROM:

DATE: April 10, 2025

RE: 2025A General Obligation Urban Renewal Bonds

SYNOPSIS:

The resolution of this meeting will set the date of the sale of the 2025A GO Bonds for Thursday, April 24. This resolution will also approve the electronic bidding process and the attached Preliminary Official Statement (POS). PFM assists in the preparation of the POS, but the ultimate responsibility for its accuracy remains with the City. If you have any questions as you review, please do not hesitate to reach out.

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 (General Purpose)

The Notice of Sale will be published next week as required by law.

The credit call with Standard & Poor's Global Ratings took place on March 24. Myself, Matt, and PFM staff participated in the call. The results of the review will be received on Tuesday, April 15.

The remaining schedule for the borrowing is as follows:

April 24 - Receive Bids in the morning & presentation of bids received, and award sale of Bonds, and authorize issuance proceedings

May 8 - Closing and delivery of funds

Staff recommend approval.

Attachments:

None



Memo

TO: Mayor and Council members

FROM: Elizabeth Hansen, Director of Administrative Services

DATE: April 10, 2025

RE: Resolution Setting Public Hearing (04/24/25, 6:00 p.m.) for the Sale of General Obligation Urban Renewal Bonds, Series 2025A and authorizing a Preliminary Official Statement in connection therewith

SYNOPSIS:

The resolution of this meeting will set the date of the sale of the 2025A GO Bonds for Thursday, April 24. This resolution will also approve the electronic bidding process and the attached Preliminary Official Statement (POS). PFM assists in the preparation of the POS, but the ultimate responsibility for its accuracy remains with the City. If you have any questions as you review, please do not hesitate to reach out.

The breakdown of the 2025A borrowing (\$5,524,000) related to capital projects, as outlined in the CIP approved in December 2024:

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The remaining schedule for the borrowing is as follows:

April 24 - Receive Bids in the morning & presentation of bids received, and award sale of Bonds, and authorize issuance proceedings

May 8 - Closing and delivery of funds

Staff recommend approval.

Attachments:

1. Resolution Authorizing POS and Setting Sale GO
2. 2025A GO Preliminary Official Statement

MINUTES TO SET DATE FOR SALE OF
BONDS AND AUTHORIZE OFFICIAL
STATEMENT FOR BONDS

421346-94

Clive, Iowa

April 10, 2025

The City Council of the City of Clive, Iowa, met on April 10, 2025, at _____.m. at the City Hall Chambers, Clive, Iowa.

The meeting was called to order by the Mayor, and the roll being called, the following named Council Members were present and absent:

Present: _____

Absent: _____.

After due consideration and discussion, Council Member _____ introduced the following resolution and moved its adoption, seconded by Council Member _____. The Mayor put the question upon the adoption of said resolution, and the roll being called, the following 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 the sale of General Obligation Corporate Purpose Bonds, Series 2025A and authorizing the use of a preliminary official statement in connection therewith

WHEREAS, the City of Clive (the “City”), in Polk and Dallas Counties, State of Iowa, heretofore proposed 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, and has published notice of the proposed action and has held a hearing thereon on March 27, 2025; and

WHEREAS, the City also proposed 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 Section 384.24A of the Code of Iowa, for the purpose of paying the costs, to that extent, 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, and in lieu of calling an election upon such proposal, has published notice of the proposed action, including notice of the right to petition for an election, and has held a hearing thereon, and as of March 27, 2025, no petition had been filed with the City asking that the question of entering into the Urban Renewal Loan Agreement be submitted to the registered voters of the City; and

WHEREAS, pursuant to the provisions of Section 384.28 of the Code of Iowa, the City combined its authority under the Loan Agreements into a single loan agreement (the “Loan Agreement”); and

WHEREAS, a Preliminary Official Statement (the “P.O.S.”) has been prepared to facilitate the sale of General Obligation Corporate Purpose Bonds, Series 2025A (the “Bonds”) to be issued in evidence of the obligation of the City under the Loan Agreement, and it is now necessary to make provision for the approval of the P.O.S. and to authorize its use by PFM Financial Advisors LLC, as municipal advisor (the “Municipal Advisor”) to the City; and

WHEREAS, it is now necessary to set the date for the sale of the Bonds and to make provision for the advertisement thereof;

NOW, THEREFORE, Be It Resolved by the City Council of the City of Clive, Iowa, as follows:

Section 1. The City staff is hereby authorized to take such action as shall be deemed necessary and appropriate, with the assistance of the Municipal Advisor, to prepare the P.O.S.

describing the Bonds and providing for the terms and conditions of their sale, and all action heretofore taken in this regard is hereby ratified and approved.

Section 2. The use by the Municipal Advisor of the P.O.S. in substantially the form as has been presented to and considered by the City Council is hereby approved, and the Municipal Advisor is hereby authorized to prepare and use a final Official Statement for the Bonds substantially in the form of the P.O.S. but with such changes therein as are required to conform the same to the terms of the Bonds and the resolution, when adopted, providing for the sale and issuance of the Bonds. The Director of Administrative Services is hereby authorized and directed to execute a final Official Statement for the Bonds, if requested by the Municipal Advisor. The P.O.S. as of its date is deemed final by the City within the meaning of Rule 15(c)(2)-12 of the Securities and Exchange Commission.

Section 3. Sealed bids for the purchase of the Bonds shall be submitted, as set forth in the P.O.S., received and canvassed on behalf of the City until 10:00 a.m. on April 24, 2025, at the office of the Director of Administrative Services, at the City Hall, in the City, and the City Council shall meet on the same date at 6:00 p.m., at the City Hall Chambers, Clive, Iowa, for the purpose of considering such bids received and considering and passing a resolution providing for the award of the Bonds. The Municipal Advisor is hereby authorized and directed to disseminate the notice of said sale, in compliance with the Internal Revenue Service regulations governing "Issue Price" determinations, such notice to minimally contain information regarding Establishment of Issue Price set forth in the "Terms of Offering" attached to the P.O.S. and to be in such form as the Municipal Advisor may deem to be appropriate.

Section 4. Pursuant to Section 75.14 of the Code of Iowa, the City Council hereby authorizes the use of electronic bidding procedures for the sale of the Bonds through PARITY®, and hereby finds and determines that the PARITY® competitive bidding system will provide reasonable security and maintain the integrity of the competitive bidding process and will facilitate the delivery of bids by interested parties under the circumstances of this bond sale.

Section 5. All resolutions or parts thereof 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 April 10, 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 all of the proceedings of the City Council relating to the fixing of a date for the sale of General Obligation Corporate Purpose Bonds, Series 2025A and approving a preliminary official statement for the sale of the Bonds, as referred to herein.

WITNESS MY HAND this _____ day of _____, 2025.

City Clerk

This Preliminary Official Statement and the information contained herein are subject to completion, amendment or other change without notice. The Bonds may not be sold nor may offers to buy be accepted prior to the time the Preliminary Official Statement is delivered in final form. Under no circumstances shall this Preliminary Official Statement constitute an offer to sell or the solicitation of an offer to buy, nor shall there be any sale of the Bonds in any jurisdiction in which such offer, solicitation or sale would be unlawful prior to registration or qualification under the applicable securities laws of any such jurisdiction.

PRELIMINARY OFFICIAL STATEMENT DATED APRIL 10, 2025

New Issue

Rating: Application made to S&P Global Ratings

In the opinion of Dorsey & Whitney LLP, Bond Counsel, according to present laws, rulings and decisions and assuming the accuracy of certain representations and compliance with certain covenants, the interest on the Bonds (i) is excluded from gross income for federal income tax purposes under Section 103 of the Internal Revenue Code of 1986 (the "Code") and (ii) is not an item of tax preference for purposes of the federal alternative minimum tax imposed on noncorporate taxpayers by Section 55 of the Code. Interest on the Bonds may, however, be taken into account in determining adjusted financial statement income for purposes of the federal alternative minimum tax imposed on applicable corporations (as defined in Section 59(k) of the Code). See "TAX EXEMPTION AND RELATED TAX MATTERS" herein.

CITY OF CLIVE, IOWA

\$5,570,000* General Obligation Corporate Purpose Bonds, Series 2025A

BIDS RECEIVED: Thursday, April 24, 2025, 10:00 A.M., Central Time

AWARD: Thursday, April 24, 2025, 6:00 P.M., Central Time

Dated: Date of Delivery (May 8, 2025)

Principal Due: June 1, as shown inside front cover

The \$5,570,000* General Obligation Corporate Purpose Bonds, Series 2025A (the "Bonds") are being issued pursuant to Subchapter III of Chapters 384 and 76 of the Code of Iowa, as amended, and a resolution authorizing issuance of the Bonds to be adopted by the City Council of the City of Clive, Iowa (the "City"). The Bonds are being issued for the purpose of paying the costs, to that extent, of constructing street, water system, storm water drainage, sanitary sewer system, and sidewalk improvements; acquiring and installing street lighting, signage and signalization improvements; and renovating, furnishing and equipping the City Hall/Library facilities. The purchaser of the Bonds agrees to enter into a loan agreement (the "Loan Agreement") with the City pursuant to the authority contained in Section 384.24A of the Code of Iowa. The Bonds are issued in evidence of the City's obligations under the Loan Agreement. The Bonds and the interest thereon are general obligations of the City and all taxable property within the corporate boundaries of the City is subject to the levy of taxes to pay the principal of and interest on the Bonds without constitutional or statutory limitation as to rate or amount.

The Bonds will be issued as fully registered Bonds without coupons and, when issued, will be registered in the name of Cede & Co., as nominee of The Depository Trust Company ("DTC"). DTC will act as securities depository for the Bonds. Individual purchases may be made in book-entry-only form in the principal amount of \$5,000 and integral multiples thereof. The purchaser will not receive certificates representing their interest in the Bonds purchased. Principal of the Bonds, payable annually on each June 1, beginning June 1, 2026 and interest on the Bonds, payable initially on December 1, 2025, and thereafter on each June 1 and December 1, will be paid to DTC by the City's Registrar/Paying Agent, UMB Bank N.A., West Des Moines, Iowa (the "Registrar"). DTC will in turn remit such principal and interest to its participants for subsequent disbursements to the beneficial owners of the Bonds as described herein. Interest and principal shall be paid to the registered holder of a bond as shown on the records of ownership maintained by the Registrar as the 15th day of the month preceding such interest payment date (the "Record Date").

THE BONDS WILL MATURE AS LISTED ON THE INSIDE FRONT COVER

MINIMUM BID:	\$5,514,300
GOOD FAITH DEPOSIT:	\$55,700 Required of Purchaser Only
TAX MATTERS:	Federal: Tax-Exempt State: Taxable See "TAX EXEMPTION AND RELATED TAX MATTERS" for more information.

The Bonds are offered, subject to prior sale, withdrawal or modification, when, as, and if issued subject to the legal opinion as to legality, validity and tax exemption of Dorsey & Whitney LLP, Bond Counsel, Des Moines, Iowa, to be furnished upon delivery of the Bonds. It is expected the Bonds will be available for delivery on or about May 8, 2025 via Fast Automated Securities Transfer delivery with the Registrar holding the Bonds on behalf of DTC in New York, New York. This Preliminary Official Statement in the form presented is deemed final for purposes of Rule 15c2-12 of the Securities and Exchange Commission, subject to revisions, corrections of modifications as determined to be appropriate, and is authorized to be distributed in connection with the offering of the Bonds for sale.

* Preliminary; subject to change.

CITY OF CLIVE, IOWA

\$5,570,000* General Obligation Corporate Purpose Bonds, Series 2025A

MATURITY:

The Bonds will mature June 1 in the years and amounts as follows:

<u>Year</u>	<u>Amount*</u>	<u>Year</u>	<u>Amount*</u>
2026	\$245,000	2032	\$480,000
2027	380,000	2033	505,000
2028	395,000	2034	530,000
2029	415,000	2035	550,000
2030	435,000	2036	575,000
2031	460,000	2037	600,000

*** PRINCIPAL**

ADJUSTMENT: Preliminary; subject to change. The aggregate principal amount of the Bonds is subject to increase or reduction by the City or its designee after the determination of the successful bidder. The City may increase or decrease each annual maturity in increments of \$5,000 but the total amount to be issued will not exceed \$5,650,000. Interest rates specified by the successful bidder for each maturity will not change. Final adjustments shall be in the sole discretion of the City.

The dollar amount of the purchase price proposed by the successful bidder will be changed if the aggregate principal amount of the Bonds is adjusted as described above. Any change in the principal amount of any maturity of the Bonds will be made while maintaining, as closely as possible, the successful bidder's net compensation, calculated as a percentage of bond principal. The successful bidder may not withdraw or modify its bid as a result of any post-bid adjustment. Any adjustment shall be conclusive and shall be binding upon the successful bidder.

INTEREST:

Interest on the Bonds will be payable on December 1, 2025, and semiannually thereafter.

OPTIONAL

REDEMPTION:

The Bonds due after June 1, 2033, will be subject to call for prior redemption on said date or on any day thereafter upon terms of par plus accrued interest to date of call. Written notice of such call shall be given at least thirty (30) days prior to the date fixed for redemption to the registered owners of the Bonds to be redeemed at the address shown on the registration books.

COMPLIANCE WITH S.E.C. RULE 15c2-12

Municipal obligations (issued in an aggregate amount over \$1,000,000) are subject to General Rules and Regulations, Securities Exchange Act of 1934, Rule 15c2-12 Municipal Securities Disclosure.

Preliminary Official Statement: This Preliminary Official Statement was prepared for the City for dissemination to prospective bidders. Its primary purpose is to disclose information regarding the Bonds to prospective bidders in the interest of receiving competitive bids in accordance with the TERMS OF OFFERING contained herein. Unless an addendum is received prior to the sale, this document shall be deemed the final “Preliminary Official Statement”.

Review Period: This Preliminary Official Statement has been distributed to City staff as well as to prospective bidders for an objective review of its disclosure. Comments, omissions or inaccuracies must be submitted to PFM Financial Advisors LLC (the “Municipal Advisor”) at least two business days prior to the sale. Requests for additional information or corrections in the Preliminary Official Statement received on or before this date will not be considered a qualification of a bid received. If there are any changes, corrections or additions to the Preliminary Official Statement, prospective bidders will be informed by an addendum at least one business day prior to the sale.

Final Official Statement: Upon award of sale of the Bonds, the legislative body will authorize the preparation of a final Official Statement that includes the offering prices, interest rates, aggregate principal amount, principal amount per maturity, selling compensation, anticipated delivery date and other information required by law and the identity of the underwriter (the “Syndicate Manager”) and syndicate members. Copies of the final Official Statement will be delivered to the Syndicate Manager within seven business days following the bid acceptance.

REPRESENTATIONS

No dealer, broker, salesman or other person has been authorized by the City, the Municipal Advisor or the underwriter to give any information or to make any representations other than those contained in this Preliminary Official Statement or the final Official Statement and, if given or made, such information and representations must not be relied upon as having been authorized by the City, the Municipal Advisor or the underwriter. This Preliminary Official Statement or the final Official Statement does not constitute an offer to sell or solicitation of an offer to buy, nor shall there be any sale of the Bonds by any person in any jurisdiction in which it is unlawful for such person to make such offer, solicitation or sale. The information set forth herein has been obtained from the City and other sources which are believed to be reliable, but it is not to be construed as a representation by the Municipal Advisor or underwriter. The information and expressions of opinion herein are subject to change without notice, and neither the delivery of this Preliminary Official Statement or the final Official Statement, nor any sale made thereafter shall, under any circumstances, create any implication there has been no change in the affairs of the City or in any other information contained herein, since the date hereof.

This Preliminary Official Statement and any addenda thereto were prepared relying on information from the City and other sources, which are believed to be reliable.

The Bonds are being offered when, and if issued by the City and accepted by the underwriter, subject to receipt of an opinion on the legality, validity, and tax exemption by Dorsey & Whitney LLP, Des Moines, Iowa, Bond Counsel. It is expected the Bonds, in the definitive form, will be available on or about May 8, 2025, via Fast Automated Securities Transfer delivery with the Registrar holding the Bonds on behalf of DTC.

Compensation of the Municipal Advisor, payable entirely by the City, is contingent upon the sale of the Bonds.

References to website addresses presented herein are for informational purposes only and may be in the form of a hyperlink solely for the reader’s convenience. Unless specified otherwise, such websites and the information or links contained therein are not incorporated into, and are not part of, this Preliminary Official Statement for purposes of, and as that term is defined in, Securities and Exchange Commission Rule 15c2-12.

CITY OF CLIVE, IOWA

Mayor & City Council

John Edwards, Mayor
Susan Judkins, Council Member
Eric Klein, Council Member
Michael McCoy, Council Member
Srikant Mikkilineni, Council Member¹⁾
Ted Weaver, Council Member

Administration

Matt McQuillen, City Manager
Elizabeth Hansen, Director of Administrative Services

City Attorney

Kristina M. Stanger and Neal Weston
Des Moines, Iowa

Bond Counsel

Dorsey & Whitney LLP
Des Moines, Iowa

Municipal Advisor

PFM Financial Advisors LLC
Des Moines, Iowa

- 1) Council Member Mikkilineni will be moving out of state and his position will become vacant as of April 11, 2025. City is currently taking applications and the City Council will consider making an appointment on May 1, 2025.

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TERMS OF OFFERING

CITY OF CLIVE, IOWA

\$5,570,000* General Obligation Corporate Purpose Bonds, Series 2025A

Bids for the purchase of the City of Clive, Iowa's (the "City") \$5,570,000* General Obligation Corporate Purpose Bonds, Series 2025A (the "Bonds") will be received on Thursday, April 24, 2025, before 10:00 A.M., Central Time, after which time they will be tabulated. The City Council will consider the award of the Bonds at 6:00 P.M., Central Time, on the same day. Questions regarding the sale of the Bonds should be directed to the City's Municipal Advisor, PFM Financial Advisors LLC (the "Municipal Advisor"), 801 Grand Avenue, Suite 3300, Des Moines, Iowa, 50309, telephone 515-724-5734. Information may also be obtained from Elizabeth Hansen, Director of Administrative Services, City of Clive, 1900 NW 114th Street, Clive, Iowa 50325, telephone 515-223-6220.

The following section sets forth the description of certain terms of the Bonds as well as the TERMS OF OFFERING with which all bidders and bid proposals are required to comply, as follows:

DETAILS OF THE BONDS

GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2025A, in the principal amount of \$5,570,000* to be dated the date of delivery (anticipated to be May 8, 2025) in the denomination of \$5,000 or multiples thereof, will mature on June 1 as follows:

<u>Year</u>	<u>Amount*</u>	<u>Year</u>	<u>Amount*</u>
2026	\$245,000	2032	\$480,000
2027	380,000	2033	505,000
2028	395,000	2034	530,000
2029	415,000	2035	550,000
2030	435,000	2036	575,000
2031	460,000	2037	600,000

* Preliminary; subject to change.

ADJUSTMENT TO THE BOND MATURITY AMOUNTS

The aggregate principal amount of the Bonds is subject to increase or reduction by the City or its designee after the determination of the successful bidder. The City may increase or decrease each maturity in increments of \$5,000 but the total amount to be issued will not exceed \$5,650,000. Interest rates specified by the successful bidder for each maturity will not change. Final adjustments shall be in the sole discretion of the City.

The dollar amount of the purchase price proposed by the successful bidder will be changed if the aggregate principal amount of the Bonds is adjusted as described above. Any change in the principal amount of any maturity of the Bonds will be made while maintaining, as closely as possible, the successful bidder's net compensation, calculated as a percentage of bond principal. The successful bidder may not withdraw or modify its bid as a result of any post-bid adjustment. Any adjustment shall be conclusive and shall be binding upon the successful bidder.

INTEREST ON THE BONDS

Interest on the Bonds will be payable on December 1, 2025, and semiannually on the 1st day of June and December thereafter. Principal and interest shall be paid to the registered holder of a Bond as shown on the records of ownership maintained by the Registrar as of the 15th day of the month next preceding the interest payment date (the "Record Date"). Interest will be computed based on a 360-day year of twelve 30-day months and will be rounded pursuant to rules of the Municipal Securities Rulemaking Board.

OPTIONAL REDEMPTION OF THE BONDS

The Bonds, due after June 1, 2033, will be subject to call prior to maturity in whole, or from time-to-time in part, in any order of maturity and within a maturity by lot on said date or on any date thereafter at the option of the City, upon terms of par plus accrued interest to date of call. Written notice of such call shall be given at least thirty (30) days prior to the date fixed for redemption to the registered owners of the Bonds to be redeemed at the address shown on the registration books.

TERM BOND OPTION

Bidders shall have the option of designating the Bonds as serial bonds or term bonds, or both. The bid must designate whether each of the principal amounts shown above represent a serial maturity or a mandatory redemption requirement for a term bond maturity. (See the OFFICIAL BID FORM for more information.) In any event, the above principal amount scheduled shall be represented by either serial bond maturities or mandatory redemption requirements, or a combination of both.

GOOD FAITH DEPOSIT

A good faith deposit in the amount of \$55,700 for the Bonds (the "Deposit") is required from the lowest bidder only. The lowest bidder is required to submit such Deposit payable to the order of the City, not later than 12:00 P.M., Central Time, on the day of the sale of the Bonds and in the form of either (i) a cashier's check provided to the City or its Municipal Advisor, or (ii) a wire transfer as instructed by the City's Municipal Advisor. If not so received, the bid of the lowest bidder may be rejected and the City may direct the second lowest bidder to submit a deposit and thereafter may award the sale of the Bonds to the same. No interest on the Deposit will accrue to the successful bidder (the "Purchaser"). The Deposit will be applied to the purchase price of the Bonds. In the event a Purchaser fails to honor its accepted bid proposal, the applicable Deposit will be retained by the City.

FORM OF BIDS AND AWARD

All bids shall be unconditional for the entire issue of the Bonds for a price not less than \$5,514,300, plus accrued interest, and shall specify the rate or rates of interest in conformity with the limitations as set forth in the "BIDDING PARAMETERS" section herein. Bids must be submitted on or in substantial compliance with the OFFICIAL BID FORM provided by the City. The Bonds will be awarded to the bidder offering the lowest interest rate to be determined on a true interest cost (the "TIC") basis assuming compliance with the "ESTABLISHMENT OF ISSUE PRICE" and "GOOD FAITH DEPOSIT" sections herein. The TIC shall be determined by the present value method, i.e., by ascertaining the semiannual rate, compounded semiannually, necessary to discount to present value as of the dated date of the Bonds, the amount payable on each interest payment date and on each stated maturity date or earlier mandatory redemption, so that the aggregate of such amounts will equal the aggregate purchase price offered, therefore. The TIC shall be stated in terms of an annual percentage rate and shall be that rate of interest which is twice the semiannual rate so ascertained (also known as the Canadian Method). The TIC shall be as determined by the Municipal Advisor based on the TERMS OF OFFERING and all amendments, and on the bids as submitted. The Municipal Advisor's computation of the TIC of each bid shall be controlling. In the event of tied bids for the lowest TIC, the Bonds will be awarded by lot.

The City will reserve the right to (i) waive non-substantive informalities of any bid or of matters relating to the receipt of bids and award of the Bonds, (ii) reject all bids without cause, and (iii) reject any bid which the City determines to have failed to comply with the terms herein.

BIDDING PARAMETERS

The bidder's proposal must conform to the following limitations:

1. Each annual maturity must bear a single rate of interest from the dated date of the Bonds to the date of maturity.
2. Rates of interest bid must be in multiples of one-eighth or one-twentieth of one percent.
3. The initial price to the public for each maturity must be 98% or greater.

RECEIPT OF BIDS

Forms of Bids: Bids must be submitted on or in substantial compliance with the TERMS OF OFFERING and OFFICIAL BID FORM provided by the City or through PARITY® competitive bidding system (the “Internet Bid System”). Neither the City nor its agents shall not be responsible for malfunction or mistake made by any person, or as a result of the use of an electronic bid or the means used to deliver or complete a bid. The use of such facilities or means is at the sole risk of the prospective bidder who shall be bound by the terms of the bid as received.

No bid will be accepted after the time specified in the TERMS OF OFFERING and OFFICIAL BID FORM. The time, as maintained by the Internet Bid System, shall constitute the official time with respect to all bids submitted. A bid may be withdrawn before the bid deadline using the same method used to submit the bid. If more than one bid is received from a bidder, the last bid received shall be considered.

Sealed Bidding: Sealed bids may be submitted and will be received at the office of the Director of Administrative Services, City of Clive, 1900 N.W. 114th Street, Clive, Iowa 50325.

Electronic Internet Bidding: Electronic internet bids will be received at the office of the City’s Municipal Advisor, 801 Grand Avenue, Ste. 3300, Des Moines, Iowa. Electronic internet bids must be submitted through the Internet Bid System. Information about the Internet Bid System may be obtained by calling 212-849-5021.

Each prospective bidder shall be solely responsible for making necessary arrangements to access the Internet Bid System for purposes of submitting its electronic internet bid in a timely manner and in compliance with the requirements of the TERMS OF OFFERING and OFFICIAL BID FORM. The City is permitting bidders to use the services of the Internet Bid System solely as a communication mechanism to conduct the electronic internet bidding and the Internet Bid System is not an agent of the City. Provisions of the TERMS OF OFFERING and OFFICIAL BID FORM shall control in the event of conflict with information provided by the Internet Bid System.

BOOK-ENTRY-ONLY ISSUANCE

The Bonds will be issued by means of a book-entry-only system with no physical distribution of bond certificates made to the public. The Bonds will be issued in fully registered form and one bond certificate, representing the aggregate principal amount of the Bonds maturing in each year, will be registered in the name of Cede & Co. as nominee of The Depository Trust Company (“DTC”), New York, New York, which will act as securities depository of the Bonds. Individual purchases of the Bonds may be made in the principal amount of \$5,000 or any multiple thereof of a single maturity through book entries made on the books and records of DTC and its participants. Principal and interest are payable by the Registrar to DTC or its nominee as registered owner of the Bonds. Transfer of principal and interest payments to participants of DTC will be the responsibility of DTC; transfer of principal and interest payments to beneficial owners by participants will be the responsibility of such participants and other nominees of beneficial owners. The Purchaser, as a condition of delivery of the Bonds, will be required to deposit the bond certificates with DTC.

MUNICIPAL BOND INSURANCE AT PURCHASER’S OPTION

If the Bonds qualify for issuance of any policy of municipal bond insurance or commitment therefore, at the option of the bidder, the purchase of any such insurance policy or the issuance of any such commitment shall be at the sole option and expense of the Purchaser. Any increased costs of issuance of the Bonds resulting from such purchase of insurance, shall be paid by the Purchaser, except that, if the City has requested and received a rating on the Bonds from a rating agency, the City will pay that initial rating fee. Any other rating agency fees shall be the responsibility of the Purchaser. Failure of the municipal bond insurer to issue the policy after the Bonds have been awarded to the Purchaser shall not constitute cause for failure or refusal by the Purchaser to accept delivery on the Bonds. The City reserves the right in its sole discretion to accept or deny changes to the financing documents requested by the insurer selected by the Purchaser.

DELIVERY

The Bonds will be delivered to the Purchaser via Fast Automated Securities Transfer (“FAST”) delivery with the Registrar holding the Bonds on behalf of DTC, against full payment in immediately available cash or federal funds. The Bonds are expected to be delivered within forty-five days after the sale. Should delivery be delayed beyond sixty days from the date of sale for any reason except failure of performance by the Purchaser, the Purchaser may withdraw their bid and thereafter their interest in and liability for the Bonds will cease. When the Bonds are ready for delivery, the City will give the Purchaser five working days’ notice of the delivery date and the City will expect payment in full on that date, otherwise reserving the right at its option to determine that the Purchaser failed to comply with the offer of purchase.

ESTABLISHMENT OF ISSUE PRICE

In order to establish the issue price of the Bonds for federal income tax purposes, the City requires bidders to agree to the following, and by submitting a bid, each bidder agrees to the following.

If a bid is submitted by a potential underwriter, the bidder confirm that (i) the underwriters have offered or reasonably expect to offer the Bonds to the public on or before the date of the award at the offering price (the “initial offering price”) for each maturity as set forth in the bid, and (ii) the bidder, if it is the winning bidder, shall require any agreement among underwriters, selling group agreement, retail distribution agreement or other agreement relating to the initial sale of the Bonds to the public to which it is a party to include provisions requiring compliance by all parties to such agreements with the provisions contained herein. For purposes hereof, Bonds with a separate CUSIP number constitute a separate “maturity,” and the public does not include underwriters of the Bonds (including members of a selling group or retail distribution group) or persons related to underwriters of the Bonds.

If, however, a bid is submitted for the bidder’s own account in a capacity other than as an underwriter of the Bonds, and the bidder has no current intention to sell, reoffer, or otherwise dispose of the Bonds, the bidder shall notify the City to that effect at the time it submits its bid and shall provide a certificate to that effect in place of the certificate otherwise required below.

If the Purchaser intends to act as an underwriter, the City shall advise the Purchaser at or prior to the time of award whether (i) the competitive sale rule, or (ii) the “hold-the-offering price” rule applies.

If the City advises the Purchaser that the requirements for a competitive sale have been satisfied and that the competitive sale rule applies, the Purchaser will be required to deliver to the City at or prior to closing a certification, substantially in the form attached hereto as EXHIBIT 1-A, as to the reasonably expected initial offering price as of the award date.

If the City advises the Purchaser that the requirements for a competitive sale have not been satisfied and that the hold-the-offering price rule applies, the Purchaser shall (1) upon the request of the City confirm that the underwriters did not offer or sell any maturity of the Bonds to any person at a price higher than the initial offering price of that maturity during the period starting on the award date and ending on the earlier of (a) the close of the fifth business day after the sale date or (b) the date on which the underwriters have sold at least 10% of that maturity to the public at or below the initial offering price; and (2) at or prior to closing, deliver to the City a certification substantially in the form attached hereto as EXHIBIT 1-B, together with a copy of the pricing wire.

Any action to be taken or documentation to be received by the City pursuant hereto may be taken or received on behalf of the City by Municipal Advisor.

Bidders should prepare their bids on the assumption the Bonds will be subject to the “hold-the-offering-price” rule. Any bid submitted pursuant to the TERMS OF OFFERING and OFFICIAL BID FORM shall be considered a firm offer for the purchase of the Bonds, and bids submitted will not be subject to cancellation or withdrawal.

OFFICIAL STATEMENT

The City has authorized the preparation of a Preliminary Official Statement containing pertinent information relative to the Bonds. The Preliminary Official Statement will be further supplemented by offering prices, interest rates, selling compensation, aggregate principal amount, principal amount per maturity, anticipated delivery date and underwriter, together with any other information required by law or deemed appropriate by the City, and shall constitute a final Official Statement of the City with respect to the Bonds, as that term is defined in Rule 15c2-12 promulgated by the Securities and Exchange Commission under the Securities Exchange Act of 1934, as amended (the “Rule”). By awarding the Bonds to any underwriter or underwriting syndicate submitting an OFFICIAL BID FORM therefore, the City agrees that no more than seven (7) business days after the date of such award, it shall provide without cost to the senior managing underwriter of the syndicate to which the Bonds are awarded, up to 25 copies of the final Official Statement to permit each “Participating Underwriter” (as that term is defined in the Rule) to comply with the provisions of the Rule. The City shall treat the senior managing underwriter of the syndicate to which the Bonds are awarded as its designated agent for purposes of distributing copies of the final Official Statement to the Participating Underwriter. Any underwriter executing and delivering an OFFICIAL BID FORM with respect to the Bonds, agrees thereby, if its bid is accepted by the City, (i) it shall accept such designation, and (ii) it shall enter into a contractual relationship with all Participating Underwriters of the Bonds for purposes of assuring the receipt by each such Participating Underwriter of the final Official Statement.

ELECTRONIC EXECUTED DOCUMENTS

Purchaser consents to the receipt of electronic transcripts and acknowledges the City’s intended use of electronically executed documents. Iowa Code chapter 554D establishes electronic signatures have the full weight and legal authority as manual signatures.

CONTINUING DISCLOSURE

The City will covenant in a Continuing Disclosure Certificate for the benefit of the owners and beneficial owners of the Bonds to provide annually certain financial information and operating data relating to the City (the “Annual Report”), and to provide notices of the occurrence of certain enumerated events. The Annual Report is to be filed by the City no later than twelve months after the close of each fiscal year, commencing with the Fiscal Year ending June 30, 2024, with the Municipal Securities Rulemaking Board, at its internet repository named “Electronic Municipal Market Access” (“EMMA”). The notices of events, if any, are also to be filed with EMMA. See FORM OF CONTINUING DISCLOSURE CERTIFICATE included in APPENDIX D to this Preliminary Official Statement. The specific nature of the information to be contained in the Annual Report or the notices of events, and the manner in which such materials are to be filed, are summarized in the FORM OF CONTINUING DISCLOSURE CERTIFICATE. These covenants have been made in order to assist the underwriter in complying with SEC Rule 15c2-12(b)(5) of the Rule.

The City is not aware of any instance in the previous five years in which it has failed to comply, in all material respects, with previous undertakings in a written contract or agreement specified in the Rule.

Breach of the undertakings will not constitute a default or an “Event of Default” under the Bonds or the resolution for the Bonds. A broker or dealer is to consider a known breach of the undertakings, however, before recommending the purchase or sale of the Bonds in the secondary market. Thus, a failure on the part of the City to observe the undertakings may adversely affect the transferability and liquidity of the Bonds and their market price.

CUSIP NUMBERS

It is anticipated that the Committee on Uniform Security Identification Procedures (“CUSIP”) numbers will be printed on the Bonds and the Purchaser must agree in the bid proposal to pay the cost thereof. In no event will the City, Bond Counsel or Municipal Advisor be responsible for the review or express any opinion that the CUSIP numbers are correct. Incorrect CUSIP numbers on said Bonds shall not be cause for the Purchaser to refuse to accept delivery of said Bonds.

BY ORDER OF THE CITY COUNCIL
CITY OF CLIVE

/s/ Elizabeth Hansen, Director of Administrative Services

SCHEDULE OF BOND YEARS

\$5,570,000*

CITY OF CLIVE, IOWA

General Obligation Corporate Purpose Bonds, Series 2025A

Bonds Dated: May 8, 2025

Interest Due: December 1, 2025 and each June 1 and December 1 to maturity

Principal Due: June 1, 2026 - 2037

<u>Year</u>	<u>Principal</u> *	<u>Bond Years</u>	<u>Cumulative Bond Years</u>
2026	\$245,000	260.65	260.65
2027	380,000	784.28	1,044.93
2028	395,000	1,210.24	2,255.17
2029	415,000	1,686.51	3,941.68
2030	435,000	2,202.79	6,144.47
2031	460,000	2,789.39	8,933.86
2032	480,000	3,390.67	12,324.53
2033	505,000	4,072.26	16,396.79
2034	530,000	4,803.86	21,200.65
2035	550,000	5,535.14	26,735.79
2036	575,000	6,361.74	33,097.53
2037	600,000	7,238.33	40,335.86

Average Maturity (dated date):

7.242 Years

* Preliminary; subject to change.

EXHIBIT 1

FORMS OF ISSUE PRICE CERTIFICATES

EXHIBIT 1-A**COMPETITIVE SALES WITH AT LEAST THREE BIDS FROM ESTABLISHED UNDERWRITERS**

CITY OF CLIVE, IOWA
\$ _____ GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2025A

ISSUE PRICE CERTIFICATE
(competitive sale 3 bids)

The undersigned, on behalf of [NAME OF UNDERWRITER] (“[SHORT NAME OF UNDERWRITER]”), hereby certifies as set forth below with respect to the sale of the obligations named above (the “Bonds”).

1. Reasonably Expected Initial Offering Price.

(a) As of the Sale Date, the reasonably expected initial offering prices of the Bonds to the Public by [SHORT NAME OF UNDERWRITER] are the prices listed in Schedule A (the “Expected Offering Prices”). The Expected Offering Prices are the prices for the Maturities of the Bonds used by [SHORT NAME OF UNDERWRITER] in formulating its bid to purchase the Bonds. Attached as Schedule B is a true and correct copy of the bid provided by [SHORT NAME OF UNDERWRITER] to purchase the Bonds.

(b) [SHORT NAME OF UNDERWRITER] was not given the opportunity to review other bids prior to submitting its bid.

(c) The bid submitted by [SHORT NAME OF UNDERWRITER] constituted a firm offer to purchase the Bonds.

2. Defined Terms. For purposes of this Issue Price Certificate:

(a) *Issuer* means City of Clive, Iowa.

(b) *Maturity* means Bonds with the same credit and payment terms. Any Bonds with different maturity dates, or with the same maturity date but different stated interest rates, are treated as separate Maturities.

(c) *Member of the Distribution Group* means (i) any person that agrees pursuant to a written contract with the Issuer (or with the lead underwriter to form an underwriting syndicate) to participate in the initial sale of the Bonds to the Public, and (ii) any person that agrees pursuant to a written contract directly or indirectly with a person described in clause (i) of this paragraph to participate in the initial sale of the Bonds to the Public (including a member of a selling group or a party to a retail distribution agreement participating in the initial sale of the Bonds to the Public).

(d) *Public* means any person (*i.e.*, an individual, trust, estate, partnership, association, company, or corporation) other than a Member of the Distribution Group or a related party to a Member of the Distribution Group. A person is a “related party” to a Member of the Distribution Group if the Member of the Distribution Group and that person are subject, directly or indirectly, to (i) at least 50% common ownership of the voting power or the total value of their stock, if both entities are corporations (including direct ownership by one corporation of another), (ii) more than 50% common ownership of their capital interests or profits interests, if both entities are partnerships (including direct ownership by one partnership of another), or (iii) more than 50% common ownership of the value of the outstanding stock of the corporation or the capital interests or profit interests of the partnership, as applicable, if one entity is a corporation and the other entity is a partnership (including direct ownership of the applicable stock or interests by one entity of the other).

(e) *Sale Date* means the first day on which there is a binding contract in writing for the sale of the respective Maturity. The Sale Date of each Maturity was April 24, 2025.

The representations set forth in this certificate are limited to factual matters only. Nothing in this certificate represents [SHORT NAME OF UNDERWRITER]'s interpretation of any laws, including specifically Sections 103 and 148 of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations thereunder. The undersigned understands that the foregoing information will be relied upon by the Issuer with respect to certain of the representations set forth in the Tax Certificate and with respect to compliance with the federal income tax rules affecting the Bonds, and by Dorsey & Whitney LLP, Des Moines, Iowa in connection with rendering its opinion that the interest on the Bonds is excluded from gross income for federal income tax purposes, the preparation of the Internal Revenue Service Form 8038-G, and other federal income tax advice that it may give to the Issuer from time-to-time relating to the Bonds.

[UNDERWRITER]

By: _____

Name: _____

Dated: May 8, 2025

SCHEDULE A

EXPECTED OFFERING PRICES

CITY OF CLIVE, IOWA

\$_____ GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2025A

(Attached)

SCHEDULE B

COPY OF UNDERWRITER'S BID

CITY OF CLIVE, IOWA

\$ _____ GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2025A

(Attached)

EXHIBIT 1-B

COMPETITIVE SALES WITH FEWER THAN THREE BIDS FROM ESTABLISHED UNDERWRITERS

CITY OF CLIVE, IOWA
\$ _____ GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2025A

ISSUE PRICE CERTIFICATE
(Form - Fewer than 3 bids)

The undersigned, on behalf of _____ (“Underwriter”) hereby certifies as set forth below with respect to the sale of the obligations named above (the “Bonds”).

1. ***Initial Offering Price of the Bonds.*** Underwriter offered the Bonds to the Public for purchase at the specified initial offering prices listed in Schedule A (the “Initial Offering Prices”) on or before the Sale Date. A copy of the pricing wire for the Bonds is attached to this certificate as Schedule B.

2. ***First Price at which Sold to the Public.*** On the Sale Date, at least 10% of each Maturity [listed in Schedule C] was first sold to the Public at the respective Initial Offering Price [or price specified [therein][in Schedule C], if different].

3. ***Hold the Offering Price Rule.*** Underwriter has agreed in writing that, (i) for each Maturity less than 10% of which was first sold to the Public at a single price as of the Sale Date, it would neither offer nor sell any of the Bonds of such Maturity to any person at a price that is higher than the Initial Offering Price for such Maturity during the Holding Period for such Maturity (the “Hold-the-Offering-Price Rule”), and (ii) any agreement among underwriters, selling group agreement, or retail distribution agreement contains the agreement of each underwriter, dealer, or broker-dealer who is a party to such agreement to comply with the Hold-the-Offering-Price Rule. Based on the Underwriter’s own knowledge and, in the case of sales by other Members of the Distribution Group, representations obtained from the other Members of the Distribution Group, no Member of the Distribution Group has offered or sold any such Maturity at a price that is higher than the respective Initial Offering Price during the respective Holding Period.

4. ***Defined Terms.*** For purposes of this Issue Price Certificate:

(a) ***Holding Period*** means the period starting on the Sale Date and ending on the earlier of (i) the close of the fifth business day after the Sale Date (May 1, 2025), or (ii) the date on which Members of the Distribution Group have sold at least 10% of such Maturity to the Public at one or more prices, none of which is higher than the Initial Offering Price for such Maturity.

(b) ***Issuer*** means City of Clive, Iowa.

(c) ***Maturity*** means Bonds with the same credit and payment terms. Any Bonds with different maturity dates, or with the same maturity date but different stated interest rates, are treated as separate Maturities.

(d) ***Member of the Distribution Group*** means (i) any person that agrees pursuant to a written contract with the Issuer (or with the lead underwriter to form an underwriting syndicate) to participate in the initial sale of the Bonds to the Public, and (ii) any person that agrees pursuant to a written contract directly or indirectly with a person described in clause (i) of this paragraph to participate in the initial sale of the Bonds to the Public (including a member of a selling group or a party to a retail distribution agreement participating in the initial sale of the Bonds to the Public).

(e) *Public* means any person (*i.e.*, an individual, trust, estate, partnership, association, company, or corporation) other than a Member of the Distribution Group or a related party to a Member of the Distribution Group. A person is a “related party” to a Member of the Distribution Group if the Member of the Distribution Group and that person are subject, directly or indirectly, to (i) at least 50% common ownership of the voting power or the total value of their stock, if both entities are corporations (including direct ownership by one corporation of another), (ii) more than 50% common ownership of their capital interests or profits interests, if both entities are partnerships (including direct ownership by one partnership of another), or (iii) more than 50% common ownership of the value of the outstanding stock of the corporation or the capital interests or profit interests of the partnership, as applicable, if one entity is a corporation and the other entity is a partnership (including direct ownership of the applicable stock or interests by one entity of the other).

(f) *Sale Date* means the first day on which there is a binding contract in writing for the sale of the respective Maturity. The Sale Date of each Maturity was April 24, 2025.

The representations set forth in this certificate are limited to factual matters only. Nothing in this certificate represents Underwriter’s interpretation of any laws, including specifically Sections 103 and 148 of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations thereunder. The undersigned understands that the foregoing information will be relied upon by the Issuer with respect to certain of the representations set forth in the Tax Certificate and with respect to compliance with the federal income tax rules affecting the Bonds, and by Dorsey & Whitney LLP, Des Moines, Iowa in connection with rendering its opinion that the interest on the Bonds is excluded from gross income for federal income tax purposes, the preparation of the Internal Revenue Service Form 8038-G, and other federal income tax advice that it may give to the Issuer from time-to-time relating to the Bonds.

By: _____

Name: _____

Dated: May 8, 2025

SCHEDULE A

INITIAL OFFERING PRICES OF THE BONDS

CITY OF CLIVE, IOWA

\$ _____ GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2025A

(Attached)

SCHEDULE B

PRICING WIRE

CITY OF CLIVE, IOWA

\$ _____ GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2025A

(Attached)

SCHEDULE C

**SALES OF AT LEAST 10% OF MATURITY TO THE PUBLIC ON THE SALE DATE
AT THE INITIAL OFFERING PRICE**

CITY OF CLIVE, IOWA

\$_____ GENERAL OBLIGATION CORPORATE PURPOSE BONDS, SERIES 2025A

(Attached)

PRELIMINARY OFFICIAL STATEMENT

CITY OF CLIVE, IOWA

\$5,570,000* General Obligation Corporate Purpose Bonds, Series 2025A

INTRODUCTION

This Preliminary Official Statement contains information relating to the City of Clive, Iowa (the “City”) and its issuance of \$5,570,000* General Obligation Corporate Purpose Bonds, Series 2025A (the “Bonds”). This Preliminary Official Statement has been executed on behalf of the City and its Director of Administrative Services and may be distributed in connection with the sale of the Bonds authorized therein. Inquiries may be made to PFM Financial Advisors LLC (the “Municipal Advisor”), 801 Grand Avenue, Suite 3300, Des Moines, Iowa 50309, telephone 515-724-5734. Information may also be obtained from Elizabeth Hansen, Director of Administrative Services, City of Clive, 1900 NW 114th Street, Clive, Iowa 50325, telephone 515-223-6220.

AUTHORITY AND PURPOSE

The Bonds are being issued pursuant to Subchapter III of Chapters 384 and 76 of the Code of Iowa and a resolution to be adopted by the City Council of the City (the “Resolution”). The Bonds are being issued for the purpose of paying the costs, to that extent, of constructing street, water system, storm water drainage, sanitary sewer system, and sidewalk improvements; acquiring and installing street lighting, signage and signalization improvements; and renovating, furnishing and equipping the City Hall/Library facilities.

The estimated sources and uses of the Bonds are as follows:

Source of Funds*

Par Amount of Bonds	\$5,570,000.00
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Uses of Funds*

Deposit to Project Fund	\$5,444,000.00
Underwriters Discount	55,700.00
Cost of Issuance and Contingency	<u>70,300.00</u>
Total Uses	\$5,570,000.00

* Preliminary; subject to change.

INTEREST ON THE BONDS

Interest on the Bonds will be payable on December 1, 2025, and semiannually on the 1st day of June and December thereafter. Interest and principal shall be paid to the registered holder of a bond as shown on the records of ownership maintained by the Registrar as of the close of business on the 15th day of the month next preceding the interest payment date (the “Record Date”). Interest will be computed based on a 360-day year of twelve 30-day months and will be rounded pursuant to rules of the Municipal Securities Rulemaking Board.

OPTIONAL REDEMPTION OF THE BONDS

The Bonds, due after June 1, 2033, will be subject to call prior to maturity in whole, or from time-to-time in part, in any order of maturity and within a maturity by lot on said date or on any date thereafter at the option of the City, upon terms of par plus accrued interest to date of call. Written notice of such call shall be given at least thirty (30) days prior to the date fixed for redemption to the registered owners of the Bonds to be redeemed at the address shown on the registration books.

PAYMENT OF AND SECURITY FOR THE BONDS

Pursuant to the Resolution and the Act, the Bonds and the interest thereon are general obligations of the City, and all taxable property within the corporate boundaries of the City is subject to the levy of taxes to pay the principal of and interest on the Bonds without constitutional or statutory limitation as to rate or amount.

Section 76.2 of the Code of Iowa, 2025, as amended (the “Iowa Code”) provides that when an Iowa political subdivision issues general obligation bonds, the governing authority of such political subdivision shall, by resolution adopted before issuing the bonds, provide for the assessment of an annual levy upon all the taxable property in the political subdivision sufficient to pay the interest and principal of the bonds. A certified copy of such resolution shall be filed with the County Auditor in which the City is located, giving rise to a duty of the County Auditor to annually enter this levy for collection from the taxable property within the boundaries of the City, until funds are realized to pay the bonds in full.

For the purpose of providing for the levy and collection of a direct annual tax sufficient to pay the principal of and interest on the Bonds as the same become due, the Resolution provides for the levy of a tax sufficient for that purpose on all the taxable property in the City in each of the years while the Bonds are outstanding. The City shall file a certified copy of the Resolution with the County Auditor, pursuant to which the County Auditor is instructed to enter for collection and assess the tax authorized. When annually entering such taxes for collection, the County Auditor shall include the same as a part of the tax levy for Debt Service Fund purposes of the City, and when collected, the proceeds of the taxes shall be converted into the Debt Service Fund of the City and set aside therein as a special account to be used solely and only for the payment of the principal of and interest on the Bonds and for no other purpose whatsoever.

Pursuant to the provisions of Section 76.4 of the Iowa Code, each year while the Bonds remain outstanding and unpaid, any funds of the City which may lawfully be applied for such purpose, may be appropriated, budgeted and, if received, used for the payment of the principal of and interest on the Bonds as the same become due, and if so appropriated, the taxes for any given fiscal year as provided for in the Resolution, shall be reduced by the amount of such alternate funds as have been appropriated for said purpose and evidenced in the City’s budget. [While not pledged to Bondholders, the City may use tax increment revenues for the payment of the principal of and interest on the Bonds.]

BOOK-ENTRY-ONLY ISSUANCE

The information contained in the following paragraphs of this subsection “Book-Entry-Only Issuance” has been extracted from a schedule prepared by Depository Trust Company (“DTC”) entitled “SAMPLE OFFERING DOCUMENT LANGUAGE DESCRIBING BOOK-ENTRY-ONLY ISSUANCE.” The information in this section concerning DTC and DTC’s book-entry system has been obtained from sources that the City believes to be reliable, but the City takes no responsibility for the accuracy thereof.

The Depository Trust Company (“DTC”), New York, NY, will act as securities depository for the securities (the “Securities”). The Securities will be issued as fully-registered securities registered in the name of Cede & Co. (DTC’s partnership nominee) or such other name as may be requested by an authorized representative of DTC. One fully-registered Security certificate will be issued for each issue of the Securities, each in the aggregate principal amount of such issue, and will be deposited with DTC. If, however, the aggregate principal amount of any issue exceeds \$500 million, one certificate will be issued with respect to each \$500 million of principal amount, and an additional certificate will be issued with respect to any remaining principal amount of such issue.

DTC, the world’s largest securities depository, is a limited-purpose trust company organized under the New York Banking Law, a “banking organization” within the meaning of the New York Banking Law, a member of the Federal Reserve System, a “clearing corporation” within the meaning of the New York Uniform Commercial Code, and a “clearing agency” registered pursuant to the provisions of Section 17A of the Securities Exchange Act of 1934. DTC holds and provides asset servicing for over 3.5 million issues of U.S. and non-U.S. equity issues, corporate and municipal debt issues, and money market instruments from over 100 countries that DTC’s participants (the “Direct Participants”) deposit with DTC. DTC also facilitates the post-trade settlement among Direct Participants of sales and other securities transactions in deposited securities, through electronic computerized book-entry transfers and pledges between Direct Participants’ accounts. This eliminates the need for physical movement of securities certificates. Direct Participants include both U.S. and non-U.S. securities brokers and dealers, banks, trust companies, clearing corporations, and certain other organizations. DTC is a wholly-owned subsidiary of The Depository Trust & Clearing Corporation (“DTCC”). DTCC is the holding company for DTC, National Securities Clearing Corporation and Fixed Income Clearing

Corporation, all of which are registered clearing agencies. DTCC is owned by the users of its regulated subsidiaries. Access to the DTC system is also available to others such as both U.S. and non-U.S. securities brokers and dealers, banks, trust companies, and clearing corporations that clear through or maintain a custodial relationship with a Direct Participant, either directly or indirectly (the “Indirect Participants”). DTC has S&P Global Ratings (“S&P”) AA+. The DTC Rules applicable to its Participants are on file with the Securities and Exchange Commission. More information about DTC can be found at www.dtcc.com.

Purchases of Securities under the DTC system must be made by or through Direct Participants, which will receive a credit for the Securities on DTC’s records. The ownership interest of each actual purchaser of each Security (the “Beneficial Owner”) is in turn to be recorded on the Direct and Indirect Participants’ records. Beneficial Owners will not receive written confirmation from DTC of their purchase. Beneficial Owners are, however, expected to receive written confirmations providing details of the transaction, as well as periodic statements of their holdings, from the Direct or Indirect Participant through which the Beneficial Owner entered into the transaction. Transfers of ownership interests in the Securities are to be accomplished by entries made on the books of Direct and Indirect Participants acting on behalf of Beneficial Owners. Beneficial Owners will not receive certificates representing their ownership interests in Securities, except in the event that use of the book-entry system for the Securities is discontinued.

To facilitate subsequent transfers, all Securities deposited by Direct Participants with DTC are registered in the name of DTC’s partnership nominee, Cede & Co., or such other name as may be requested by an authorized representative of DTC. The deposit of Securities with DTC and their registration in the name of Cede & Co. or such other DTC nominee do not affect any change in beneficial ownership. DTC has no knowledge of the actual Beneficial Owners of the Securities; DTC’s records reflect only the identity of the Direct Participants to whose accounts such Securities are credited, which may or may not be the Beneficial Owners. The Direct and Indirect Participants will remain responsible for keeping account of their holdings on behalf of their customers.

Conveyance of notices and other communications by DTC to Direct Participants, by Direct Participants to Indirect Participants, and by Direct Participants and Indirect Participants to Beneficial Owners will be governed by arrangements among them, subject to any statutory or regulatory requirements as may be in effect from time-to-time. Beneficial Owners of Securities may wish to take certain steps to augment the transmission to them of notices of significant events with respect to the Securities, such as redemptions, tenders, defaults, and proposed amendments to the Security documents. For example, Beneficial Owners of Securities may wish to ascertain that the nominee holding the Securities for their benefit has agreed to obtain and transmit notices to Beneficial Owners. In the alternative, Beneficial Owners may wish to provide their names and addresses to the registrar and request that copies of notices be provided directly to them.

Redemption notices shall be sent to DTC. If less than all of the Securities within an issue are being redeemed, DTC’s practice is to determine by lot the amount of the interest of each Direct Participant in such issue to be redeemed.

Neither DTC nor Cede & Co., nor any other DTC nominee, will consent or vote with respect to Securities unless authorized by a Direct Participant in accordance with DTC’s MMI Procedures. Under its usual procedures, DTC mails an Omnibus Proxy to the City as soon as possible after the Record Date. The Omnibus Proxy assigns Cede & Co.’s consenting or voting rights to those Direct Participants to whose accounts Securities are credited on the Record Date identified in a listing attached to the Omnibus Proxy.

Redemption proceeds, distributions, and dividend payments on the Securities will be made to Cede & Co., or such other nominee as may be requested by an authorized representative of DTC. DTC’s practice is to credit Direct Participants’ accounts upon DTC’s receipt of funds and corresponding detail information from the City or Agent, on payable date in accordance with their respective holdings shown on DTC’s records. Payments by Participants to Beneficial Owners will be governed by standing instructions and customary practices, as is the case with securities held for the accounts of customers in bearer form or registered in “street name,” and will be the responsibility of such Participant and not of DTC, Agent, or the City, subject to any statutory or regulatory requirements as may be in effect from time-to-time. Payment of redemption proceeds, distributions, and dividend payments to Cede & Co., or such other nominee as may be requested by an authorized representative of DTC, is the responsibility of the City or Agent, disbursement of such payments to Direct Participants will be the responsibility of DTC, and disbursement of such payments to the Beneficial Owners will be the responsibility of Direct and Indirect Participants.

A Beneficial Owner shall give notice to elect to have its Securities purchased or tendered, through its Participant, to Remarketing Agent, and shall effect delivery of such Securities by causing the Direct Participant to transfer the Participant's interest in the Securities, on DTC's records, to Remarketing Agent. The requirement for physical delivery of Securities in connection with an optional tender or a mandatory purchase will be deemed satisfied when the ownership rights in the Securities are transferred by Direct Participants on DTC's records and followed by a book-entry credit of tendered Securities to Remarketing Agent's DTC account.

DTC may discontinue providing its services as depository with respect to the Securities at any time by giving reasonable notice to the City or Agent. Under such circumstances, in the event that a successor depository is not obtained, Security certificates are required to be printed and delivered.

The City may decide to discontinue use of the system of book-entry-only transfers through DTC (or a successor securities depository). In that event, Security certificates will be printed and delivered to DTC. The information in this section concerning DTC and DTC's book-entry system has been obtained from sources that the City believes to be reliable, but the City takes no responsibility for the accuracy thereof.

FUTURE FINANCING

The City does not anticipate any additional general obligation borrowings within 90 days of the date of this Preliminary Official Statement. However, the City does anticipate borrowing approximately \$3,800,000 of General Obligation Urban Renewal Bonds in fall 2025.

LITIGATION

The City is not aware of any threatened or pending litigation affecting the validity of the Bonds or the City's ability to meet its financial obligations.

At closing, the City will certify that no controversy or litigation is pending, prayed or threatened involving the incorporation, organization, existence or boundaries of the Bonds, or the titles of the City officers to their respective positions, or the validity of the Bonds, or the power and duty of the Bonds to provide and apply adequate taxes for the full and prompt payment of the principal and interest of the Bonds, and that no measure or provision for the authorization or issuance of the Bonds has been repealed or rescinded.

DEBT PAYMENT HISTORY

The City knows of no instance in which it has defaulted in the payment of principal or interest on its debt.

LEGAL MATTERS

Legal matters incident to the authorization, issuance and sale of the Bonds and with regard to the tax-exempt status of the interest thereon (see "TAX EXEMPTION AND RELATED TAX MATTERS" herein) are subject to the approving legal opinion of Dorsey & Whitney LLP, Des Moines, Iowa, Bond Counsel, a form of which is attached hereto as APPENDIX B to this Preliminary Official Statement. Signed copies of the opinion, dated and premised on law in effect as of the date of original delivery of the Bonds, will be delivered to the purchaser at the time of such original delivery. The Bonds are offered subject to prior sale and to the approval of legality of the Bonds by Bond Counsel.

The legal opinion to be delivered will express the professional judgment of Bond Counsel, and by rendering a legal opinion, Bond Counsel does not become an insurer or guarantor of the result indicated by that expression of professional judgment of the transaction or the future performance of the parties to the transaction.

Bond Counsel has not been engaged, nor has it undertaken, to prepare or to independently verify the accuracy of the Preliminary Official Statement, including but not limited to financial or statistical information of the City and risks associated with the purchase of the Bonds, except Bond Counsel has reviewed the information and statements contained in the Preliminary Official Statement under, "TAX EXEMPTION AND RELATED TAX MATTERS", "LEGAL MATTERS" and "AUTHORITY AND PURPOSE" herein, insofar as such statements contained under such captions purport to summarize certain provisions of the Internal Revenue Code of 1986, the Bonds and any opinions rendered by

Bond Counsel. Bond Counsel has prepared the documents contained in APPENDIX B and APPENDIX D to this Preliminary Official Statement.

TAX EXEMPTION AND RELATED TAX MATTERS

Federal Income Tax Exemption: The opinion of Bond Counsel will state that under present laws and rulings, interest on the Bonds is excluded from gross income for federal income tax purposes and is not an item of tax preference for purposes of the federal alternative minimum tax imposed on noncorporate taxpayers under the Code.

The opinion set forth in the preceding sentence will be subject to the condition that the City comply with all requirements of the Code that must be satisfied subsequent to the issuance of the Bonds in order that interest thereon be, or continue to be, excluded from gross income for federal income tax purposes. Failure to comply with certain of such requirements may cause the inclusion of interest on the Bonds in gross income for federal income tax purposes to be retroactive to the date of issuance of the Bonds. In the Resolution, the City will covenant to comply with all such requirements.

There may be certain other federal tax consequences to the ownership of the Bonds by certain taxpayers, including without limitation, corporations subject to the branch profits tax, financial institutions, certain insurance companies, certain S corporations, individual recipients of Social Security and Railroad Retirement benefits, taxpayers who may be deemed to have incurred (or continued) indebtedness to purchase or carry tax-exempt obligations, and corporations that may be subject to the alternative minimum tax. Bond Counsel will express no opinion with respect to other federal tax consequences to owners of the Bonds. Prospective purchasers of the Bonds should consult with their tax advisors as to such matters.

Ownership of the Bonds may result in other state and local tax consequences to certain taxpayers. Bond Counsel expresses no opinion regarding any such collateral consequences arising with respect to the Bonds. Prospective purchasers of the Bonds should consult their tax advisors regarding the applicability of any such state and local taxes.

State of Iowa Income Taxes: The interest on the Bonds is NOT exempt from present Iowa income taxes.

Proposed Changes in Federal and State Tax Law: From time-to-time, there are Presidential proposals, proposals of various federal committees, and legislative proposals in the Congress and in the states that, if enacted, could alter or amend the federal and state tax matters referred to herein or adversely affect the marketability or market value of the Bonds or otherwise prevent holders of the Bonds from realizing the full benefit of the tax exemption of interest on the Bonds. Further, such proposals may impact the marketability or market value of the Bonds simply by being proposed. No prediction is made whether such provisions will be enacted as proposed or concerning other future legislation affecting the tax treatment of interest on the Bonds. In addition, regulatory actions are from time-to-time announced or proposed and litigation is threatened or commenced which, if implemented or concluded in a particular manner, could adversely affect the market value, marketability or tax-exempt status of the Bonds. It cannot be predicted whether any such regulatory action will be implemented, how any particular litigation or judicial action will be resolved, or whether the Bonds would be impacted thereby.

Purchasers of the Bonds should consult their tax advisors regarding any pending or proposed legislation, regulatory initiatives or litigation. The opinions expressed by Bond Counsel are based upon existing legislation and regulations as interpreted by relevant judicial and regulatory authorities as of the date of issuance and delivery of the Bonds, and Bond Counsel has expressed no opinion as of any date subsequent thereto or with respect to any proposed or pending legislation, regulatory initiatives or litigation.

Not Qualified Tax-Exempt Obligations: In the Resolution, City will NOT designate the Bonds as “qualified tax-exempt obligations” within the meaning of Section 265(b)(3) of the Code relating to the ability of financial institutions to deduct from income for federal income tax purposes a portion of the interest expense that is allocable to tax-exempt obligations. In the opinion of Bond Counsel, the Bonds are “qualified tax-exempt obligations” within the meaning of Section 265(b)(3) of the Code.

Original Issue Discount: The Bonds maturing in the years _____ are being sold at a discount from the principal amount payable on such Discount Bonds at maturity (collectively, the “Discount Bonds”). The difference between the price at which a substantial amount of the Discount Bonds of a given maturity is first sold to the public (the

“Issue Price”) and the principal amount payable at maturity constitutes “original issue discount” under the Internal Revenue Code. The amount of original issue discount that accrues to a holder of a Discount Bond under section 1288 of the Internal Revenue Code is excluded from federal gross income to the same extent that stated interest on such Discount Bond would be so excluded. The amount of the original issue discount that accrues with respect to a Discount Bond under section 1288 is added to the owner’s federal tax basis in determining gain or loss upon disposition of such Discount Bond (whether by sale, exchange, redemption or payment at maturity).

Interest in the form of original issue discount accrues under section 1288 pursuant to a constant yield method that reflects semiannual compounding on dates that are determined by reference to the maturity date of the Discount Bond. The amount of original issue discount that accrues for any particular semiannual accrual period generally is equal to the excess of (1) the product of (a) one-half of the yield on such Discount Bonds (adjusted as necessary for an initial short period) and (b) the adjusted issue price of such Discount Bonds, over (2) the amount of stated interest actually payable. For purposes of the preceding sentence, the adjusted issue price is determined by adding to the Issue Price for such Discount Bonds the original issue discount that is treated as having accrued during all prior semiannual accrual periods. If a Discount Bond is sold or otherwise disposed of between semiannual compounding dates, then the original issue discount that would have accrued for that semiannual accrual period for federal income tax purposes is allocated ratably to the days in such accrual period.

An owner of a Discount Bond who disposes of such Discount Bond prior to maturity should consult owner’s tax advisor as to the amount of original issue discount accrued over the period held and the amount of taxable gain or loss upon the sale or other disposition of such Discount Bond prior to maturity.

Owners who purchase Discount Bonds in the initial public offering but at a price different than the Issue Price should consult their own tax advisors with respect to the tax consequences of the ownership Discount Bonds.

The Internal Revenue Code contains provisions relating to the accrual of original issue discount in the case of subsequent purchasers of bonds such as the Discount Bonds. Owners who do not purchase Discount Bonds in the initial offering should consult their own tax advisors with respect to the tax consequences of the ownership of the Discount Bonds.

Original issue discount that accrues in each year to an owner of a Discount Bond may result in collateral federal income tax consequences to certain taxpayers. No opinion is expressed as to state and local income tax treatment of original issue discount. All owners of Discount Bonds should consult their own tax advisors with respect to the federal, state, local and foreign tax consequences associated with the purchase, ownership, redemption, sale or other disposition of Discount Bonds.

Original Issue Premium: The Bonds maturing in the years _____ are being issued at a premium to the principal amount payable at maturity. Except in the case of dealers, which are subject to special rules, Bondholders who acquire the Bonds at a premium must, from time-to-time, reduce their federal tax bases for the Bonds for purposes of determining gain or loss on the sale or payment of such Bonds. Premium generally is amortized for federal income tax purposes on the basis of a bondholder’s constant yield to maturity or to certain call dates with semiannual compounding. Bondholders who acquire any Bonds at a premium might recognize taxable gain upon sale of the Bonds, even if such Bonds are sold for an amount equal to or less than their original cost. Amortized premium is not deductible for federal income tax purposes. Bondholders who acquire any Bonds at a premium should consult their tax advisors concerning the calculation of bond premium and the timing and rate of premium amortization, as well as the state and local tax consequences of owning and selling the Bonds acquired at a premium.

BONDHOLDERS’ RISKS

An investment in the Bonds involves an element of risk. In order to identify risk factors and make an informed investment decision, potential investors should be thoroughly familiar with this entire Preliminary Official Statement (including the appendices hereto) in order to make a judgment as to whether the Bonds are an appropriate investment.

Tax Levy Procedures: The Bonds are general obligations of the City, payable from and secured by a continuing ad-valorem tax levied against all of the taxable property within the boundaries of the City. As part of the budgetary process of the City, each fiscal year the City will have an obligation to request a debt service levy to be applied against all of the taxable property within the boundaries of the City. A failure on the part of the City to make a timely levy request, or a levy request by the City that is inaccurate or is insufficient to make full payments of the debt service on the Bond for a

particular fiscal year, may cause Bondholders to experience delay in the receipt of distributions of principal of and/or interest on the Bonds.

Changes in Property Taxation: The Bonds are general obligations of the City secured by an unlimited ad valorem property tax as described more fully in the “PAYMENT OF AND SECURITY FOR THE BONDS” herein.

From time-to-time the Iowa General Assembly has altered the method of property taxation and could do so again. Any alteration in property taxation structure could affect property tax revenues available to pay the Bonds. Historically, the Iowa General Assembly has applied changes in property taxation structure on a prospective basis; however, there is no assurance that future changes in property taxation structure by the Iowa General Assembly will not be retroactive. It is impossible to predict the outcome of future property tax changes by the Iowa General Assembly or their potential impact on the Bonds and the security for the Bonds.

Proposed State Tax Legislation: From time-to-time, legislative proposals are made that would, if enacted, alter or amend one or more of the state tax matters described herein in certain respects or would adversely affect the market value of the Bonds. It cannot be predicted whether or in what forms any of such proposals that may be introduced, may be enacted and there can be no assurance that such proposals will not apply to the Bonds. See “TAX EXEMPTION AND RELATED TAX MATTERS” herein. The Iowa General Assembly can make changes that can alter or amend not just the value of the Bonds, but the method of property taxation. See “BONDHOLDERS’ RISKS - Changes in Property Taxation” herein.

Matters Relating to Enforceability of Agreements: Bondholders shall have and possess all the rights of action and remedies afforded by the common law, the Constitution and statutes of the State of Iowa and of the United States of America for the enforcement of payment of the Bonds, including, but not limited to, the right to a proceeding in law or in equity by suit, action or mandamus to enforce and compel performance of the duties required by Iowa law and the Resolution.

The practical realization of any rights upon any default will depend upon the exercise of various remedies specified in the Resolution or the Loan Agreement. The remedies available to the Bondholders upon an event of default under the Resolution or the Loan Agreement, in certain respects, may require judicial action, which is often subject to discretion and delay. Under existing law, including specifically the federal bankruptcy code, certain of the remedies specified in the Loan Agreement or the Resolution may not be readily available or may be limited. A court may decide not to order the specific performance of the covenants contained in these documents. The legal opinions to be delivered concurrently with the delivery of the Bonds will be qualified as to the enforceability of the various legal instruments by limitations imposed by general principles of equity and public policy and by bankruptcy, reorganization, insolvency or other similar laws affecting the rights of creditors generally.

No representation is made, and no assurance is given, that the enforcement of any remedies will result in sufficient funds to pay all amounts due under the Resolution or the Loan Agreement, including principal of and interest on the Bonds.

Secondary Market: There can be no guarantee there will be a secondary market for the Bonds or, if a secondary market exists, that such Bonds can be sold for any particular price. Occasionally, because of general market conditions or because of adverse history of economic prospects connected with a particular issue, secondary marketing practices in connection with a particular note or bond issue are suspended or terminated. Additionally, prices of bond or note issues for which a market is being made will depend upon then prevailing circumstances. Such prices could be substantially different from the original purchase price of the Bonds.

EACH PROSPECTIVE PURCHASER IS RESPONSIBLE FOR ASSESSING THE MERITS AND RISKS OF AN INVESTMENT IN THE BONDS AND MUST BE ABLE TO BEAR THE ECONOMIC RISK OF SUCH INVESTMENT. THE SECONDARY MARKET FOR THE BONDS, IF ANY, COULD BE LIMITED.

Rating Loss: S&P has assigned a rating of ‘’ to the Bonds. Generally, a rating agency bases its rating on the information and materials furnished to it and on investigations, studies and assumptions of its own. There is no assurance that the rating will continue for any given period of time, or that such rating will not be revised, suspended or withdrawn, if, in the judgment of the rating agencies, circumstances so warrant. A revision, suspension or withdrawal of a rating may have an adverse effect on the market price of the Bonds. Rating agencies are currently not regulated by any regulatory body. Future regulation of rating agencies could materially alter the methodology, rating levels, and types of ratings available, for example, and these changes, if ever, could materially affect the market value of the Bonds.

Bankruptcy and Insolvency: The rights and remedies provided in the Resolution may be limited by and are subject to the provisions of federal bankruptcy laws, to other laws or equitable principles that may affect the enforcement of creditor's rights, to the exercise of judicial discretion in appropriate cases and to limitations in legal remedies against exercise of judicial discretion in appropriate cases and to limitations on legal remedies against municipal corporations in the State of Iowa. The various opinions of counsel to be delivered with respect to the Bonds, the Loan Agreement and the Resolution, including the opinion of Bond Counsel, will be similarly qualified. If the City were to file a petition under Chapter 9 of the Bankruptcy Code, the owners of the Bonds could be prohibited from taking any steps to enforce their rights under the Resolution. In the event the City fails to comply with its covenants under the Resolution or fails to make payments on the Bonds, there can be no assurance of the availability of remedies adequate to protect the interests of the holders of the Bonds.

Under Iowa Code Chapter 76 sections 76.16 and 76.16A of the Act, as amended, a city, county, or other political subdivision may become a debtor under Chapter 9 of the Federal bankruptcy code, if it is rendered insolvent, as defined in 11 U.S.C. §101(32)(c), as a result of a debt involuntarily incurred. As used therein, "debt" means an obligation to pay money, other than pursuant to a valid and binding collective bargaining agreement or previously authorized bond issue, as to which the governing body of the city, county, or other political subdivision has made a specific finding set forth in a duly adopted resolution of each of the following: (1) that all or a portion of such obligation will not be paid from available insurance proceeds and must be paid from an increase in general tax levy; (2) that such increase in the general tax levy will result in a severe, adverse impact on the ability of the city, county, or political subdivision to exercise the powers granted to it under applicable law, including without limitation providing necessary services and promoting economic development; (3) that as a result of such obligation, the city, county, or other political subdivision is unable to pay its debts as they become due; and (4) that the debt is not an obligation to pay money to a city, county, entity organized pursuant to chapter 28E of the Code of Iowa, or other political subdivision.

Forward-Looking Statements: This Preliminary Official Statement contains statements relating to future results that are "forward-looking statements" as defined in the Private Securities Litigation Reform Act of 1995. When used in this Preliminary Official Statement, the words "anticipated," "plan," "expect," "projected," "estimate," "budget," "pro forma," "forecast," "intend," and similar expressions identify forward-looking statements. Any forward-looking statement is subject to uncertainty. Accordingly, such statements are subject to risks that could cause actual results to differ, possibly materially, from those contemplated in such forward-looking statements. Inevitably, some assumptions used to develop forward-looking statements will not be realized or unanticipated events and circumstances may occur. Therefore, investors should be aware that there are likely to be differences between forward-looking statements and the actual results. These differences could be material and could impact the availability of funds of the City to pay debt service when due on the Bonds.

Cybersecurity: The City, like many other public and private entities, relies on a large and complex technology environment to conduct its operations. As such, it may face multiple cybersecurity threats including, but not limited to, hacking, viruses, malware and other attacks on computer or other sensitive digital systems and networks. There can be no assurances that any security and operational control measures implemented by the City will be completely successful to guard against and prevent cyber threats and attacks. Failure to properly maintain functionality, control, security, and integrity of the City's information systems could impact business operations and/or digital networks and systems and the costs of remedying any such damage could be significant. Along with significant liability claims or regulatory penalties, any security breach could have a material adverse impact on the City's operations and financial condition.

The City maintains insurance policies to cover the various aspects of a cyber-attack. See "GENERAL INFORMATION ABOUT THE CITY OF CLIVE, IOWA" – "THE CITY" – subsection "INSURANCE" located in APPENDIX A to this Preliminary Official Statement. The City cannot predict whether these policies would be sufficient in the event of a cyber breach. The Bonds are secured by an unlimited ad valorem property tax as described more fully in the "PAYMENT OF AND SECURITY FOR THE BONDS" herein.

Tax Matters and Loss of Tax Exemption: As discussed under the heading "TAX EXEMPTION AND RELATED TAX MATTERS" herein, the interest on the Bonds could become includable in gross income for purposes of federal income taxation retroactive to the date of delivery of the Bonds, as a result of acts or omissions of the City in violation of its covenants in the Resolution. Should such an event of taxability occur, the Bonds would not be subject to a special redemption and would remain outstanding until maturity or until redeemed under the redemption provisions contained in the Bonds, and there is no provision for an adjustment of the interest rate on the Bonds.

It is possible that actions of the City after the closing of the Bonds will alter the tax-exempt status of the Bonds, and, in the extreme, remove the tax-exempt status from the Bonds. In that instance, the Bonds are not subject to mandatory prepayment, and the interest rate on the Bonds does not increase or otherwise reset. A determination of taxability on the Bonds, after closing of the Bonds, could materially adversely affect the value and marketability of the Bonds.

Risk of Audit: The Internal Revenue Service has an ongoing program to audit tax-exempt obligations to determine the legitimacy of the tax status of such obligations. No assurance can be given as to whether the Internal Revenue Service will commence an audit of the Bonds. Public awareness of any audit could adversely affect the market value and liquidity of the Bonds during the pendency of the audit, regardless of the ultimate outcome of the audit.

DTC-Beneficial Owners: Beneficial Owners of the Bonds may experience some delay in the receipt of distributions of principal of and interest on the Bonds since such distributions will be forwarded by the Registrar to DTC and DTC will credit such distributions to the accounts of the Participants which will thereafter credit them to the accounts of the Beneficial Owner either directly or indirectly through indirect Participants. Neither the City nor the Registrar will have any responsibility or obligation to assure that any such notice or payment is forwarded by DTC to any Participant or by any Participant to any Beneficial Owner.

In addition, since transactions in the Bonds can be effected only through DTC Participants, indirect participants and certain banks, the ability of a Beneficial Owner to pledge the Bonds to persons or entities that do not participate in the DTC system, or otherwise to take actions in respect of such Bonds, may be limited due to lack of a physical certificate. Beneficial Owners will be permitted to exercise the rights of registered Owners only indirectly through DTC and the Participants. See “BOOK-ENTRY-ONLY SYSTEM” herein.

Proposed Federal Tax Legislation: From time-to-time, Presidential proposals, federal legislative committee proposals or legislative proposals are made that would, if enacted, alter or amend one or more of the federal tax matters described herein in certain respects or would adversely affect the market value of the Bonds. It cannot be predicted whether or in what forms any of such proposals that may be introduced, may be enacted and there can be no assurance that such proposals will not apply to the Bonds. In addition, regulatory actions are from time-to-time announced or proposed, and litigation threatened or commenced, which if implemented or concluded in a particular manner, could adversely affect the market value, marketability, or tax status of the Bonds. It cannot be predicted whether any such regulatory action will be implemented, how any particular litigation or judicial action will be resolved, or whether the Bonds would be impacted thereby. See “TAX EXEMPTION AND RELATED TAX MATTERS” herein.

Pension and Other Post-Employment Benefits (“OPEB”) Information: The City contributes to the Iowa Public Employees’ Retirement System (“IPERS”) which is a state-wide, multiple-employer, cost-sharing defined benefit pension plan administered by the State of Iowa. IPERS provides retirement and death benefits which are established by State statute to plan members and beneficiaries. All full-time employees of the City are required to participate in IPERS, except for those covered by another retirement system. IPERS plan members are required to contribute a percentage of their annual salary, in addition to the City being required to make annual contributions to IPERS. Contribution amounts are set by State statute. The IPERS Actuarial Valuation Report as of June 30, 2024 indicates the funded ratio of IPERS was 90.75%, and the unfunded actuarial liability was \$4.375 billion. The Annual Comprehensive Financial Report for its Fiscal Year ended June 30, 2024 (the “IPERS ACFR”) identifies the IPERS Net Pension Liability/(Asset) at June 30, 2024, at approximately \$3.641 billion, while its net pension liability at June 30, 2023 was approximately \$4.513 billion. The IPERS ACFR is available on the IPERS website, or by contacting IPERS at 7401 Register Drive P.O. Box 9117, Des Moines, IA 50306-9117. In the Fiscal Year ended June 30, 2024, the City’s IPERS contribution totaled \$909,063. The City is current in its obligations to IPERS.

Pursuant to Governmental Accounting Standards Board Statement No. 68, IPERS has allocated the net pension liability (asset) among its members. At June 30, 2024, the City reported a liability of \$3,474,651. While the City’s contributions to IPERS are controlled by state law, there can be no assurance the City will not be required by changes in state law to increase its contribution requirement in the future, which may have the effect of negatively impacting the finances of the City.

Bond Counsel, the Municipal Advisor, the underwriter and the City undertake no responsibility for and make no representations as to the accuracy or completeness of the information available from the IPERS discussed above or included on the IPERS website, including, but not limited to, updates of such information on the State Auditor’s website or links to other internet sites accessed through the IPERS website.

The City contributes to Municipal Fire and Police Retirement System of Iowa (“MFPRSI”), which is a multiple-employer, cost-sharing, defined benefit pension plan for firefighters and police officers, administered under Chapter 411 of the Code of Iowa. MFPRSI plan members are required to contribute a percentage of their annual salary, in addition to the City being required to make annual contributions to MFPRSI. Contribution amounts are set by State statute. The MFPRSI Actuarial Valuation Report indicates that as of July 1, 2024, the date of the most recent actuarial valuation for MFPRSI, the funded ratio of MFPRSI was 84.47%, and the unfunded actuarial liability was \$616.9 million. The MFPRSI Financial Statements for its Fiscal Year ended June 30, 2024 (the “MFPRSI Report”) identifies the MFPRSI Net Pension Liability at June 30, 2024, at approximately \$660.8 million, while its net pension liability at June 30, 2023 was approximately \$626.2 million. The MFPRSI Report is available on the MFPRSI website. In the Fiscal Year ended June 30, 2024, the City’s MFPRSI contribution totaled approximately \$552,068. The City is current in its obligations to MFPRSI.

At June 30, 2024, the City reported a liability of \$4,048,076 for its proportionate share of the net pension liability of the MFPRSI. While the City’s contributions to MFPRSI are controlled by state law, there can be no assurance the City will not be required by changes in state law to increase its contribution requirement in the future, which may have the effect of negatively impacting the finances of the City.

Bond Counsel, the Municipal Advisor, the underwriter and the City undertake no responsibility for and make no representations as to the accuracy or completeness of the information available from the MFPRSI discussed above or included on the MFPRSI website, including, but not limited to, updates of such information on the State Auditor’s website or links to other internet sites accessed through the MFPRSI website.

The City operates a single-employer retiree benefit plan which provides medical and prescription drug benefits for employees, retirees and their spouses. As of June 30, 2024, there were 118 active members and 12 retired/disabled members in the plan. Participants must be age 55 or older at retirement. Retirees under age 65 pay the same premium for the medical and prescription drug benefits as active employees, which results in an implicit subsidy and OPEB liability. The contribution requirements of plan members are established and may be amended by the City. The City currently finances the retiree benefit plan on a pay-as-you-go basis. For the Fiscal Year ended June 30, 2024, the City contributed \$172,101 to the plan with retirees reimbursing the City \$93,825. See “OTHER POST-EMPLOYMENT BENEFITS” included in APPENDIX A to this Preliminary Official Statement and the City’s June 30, 2024, Independent Auditor’s Reports included in APPENDIX C to this Preliminary Official Statement for additional information.

Summary: The foregoing is intended only as a summary of certain risk factors attendant to an investment in the Bonds. In order for potential investors to identify risk factors and make an informed investment decision, potential investors should become thoroughly familiar with this entire Preliminary Official Statement and the appendices hereto.

RATING

The Bonds have been rated ‘ ’ by S&P. In addition, S&P maintains a rating of ‘AAA’ on the City’s general obligation long-term debt. The existing rating on long-term debt reflects only the view of the rating agency and any explanation of the significance of such rating may only be obtained from S&P. The ratings described above are not recommendations to buy, sell or hold the Bonds. There is no assurance that any such rating will continue for any period of time or that it will not be revised downward or withdrawn entirely if, in the judgment of S&P, circumstances so warrant. Therefore, after the date hereof, investors should not assume that the ratings are still in effect. A downward revision or withdrawal of either rating is likely to have an adverse effect on the market price and marketability of the Bonds. The City has not assumed any responsibility either to notify the owners of the Bonds of any proposed change in or withdrawal of any rating subsequent to the date of this Preliminary Official Statement, except in connection with the reporting of events as provided in the Continuing Disclosure Certificate, or to contest any revision or withdrawal.

MUNICIPAL ADVISOR

The City has retained PFM Financial Advisors LLC Des Moines, Iowa as Municipal Advisor in connection with the preparation of the issuance of the Bonds. In preparing this Preliminary Official Statement, the Municipal Advisor has relied on government officials and other sources to provide accurate information for disclosure purposes. The Municipal Advisor is not obligated to undertake, and has not undertaken, an independent verification of the accuracy, completeness, or fairness of the information contained in this Preliminary Official Statement. PFM Financial Advisors LLC is an independent advisory firm and is not engaged in the business of underwriting, trading or distributing municipal securities or other public securities.

CONTINUING DISCLOSURE

The City will covenant in a Continuing Disclosure Certificate for the benefit of the owners and beneficial owners of the Bonds to provide annually certain financial information and operating data relating to the City (the “Annual Report”), and to provide notices of the occurrence of certain enumerated events. The Annual Report is to be filed by the City no later than twelve months after the close of each fiscal year, commencing with the Fiscal Year ending June 30, 2024, with the Municipal Securities Rulemaking Board, at its internet repository named “Electronic Municipal Market Access” (“EMMA”). The notices of events, if any, are also to be filed with EMMA. See FORM OF CONTINUING DISCLOSURE CERTIFICATE included in APPENDIX D to this Preliminary Official Statement. The specific nature of the information to be contained in the Annual Report or the notices of events, and the manner in which such materials are to be filed, are summarized in “APPENDIX D – FORM OF CONTINUING DISCLOSURE CERTIFICATE. These covenants have been made in order to assist the underwriter in complying with paragraph (b)(5) of Rule 15c2-12 promulgated by the Securities and Exchange Commission under the Securities Exchange Act of 1934, as amended, (the “Rule”).

The City is not aware of any instance in the previous five years in which it has failed to comply, in all material respects, with previous undertakings in a written contract or agreement specified in the Rule.

Breach of the undertakings will not constitute a default or an “Event of Default” under the Bonds or the Resolution. A broker or dealer is to consider a known breach of the undertakings, however, before recommending the purchase or sale of the Bonds in the secondary market. Thus, a failure on the part of the City to observe the Undertakings may adversely affect the transferability and liquidity of the Bonds and their market price.

FINANCIAL STATEMENTS

The City’s June 30, 2024, Independent Auditor’s Reports, as prepared by a certified public accountant, is reproduced in APPENDIX C to this Preliminary Official Statement. The City’s certified public accountant has not consented to distribution of the audited financial statement and has not undertaken added review of their presentation. Further information regarding financial performance and copies of the City’s prior Independent Auditor’s Reports may be obtained from the City’s Municipal Advisor.

CERTIFICATION

The City has authorized the distribution of this Preliminary Official Statement for use in connection with the initial sale of the Bonds. I have reviewed the information contained within the Preliminary Official Statement prepared on behalf of the City by PFM Financial Advisors LLC, Des Moines, Iowa, and to the best of my knowledge, information and belief, said Preliminary Official Statement does not contain any untrue statement of a material fact or omit to state a material fact required to be stated therein or necessary in order to make the statements made therein, in light of the circumstances under which they were made, not misleading regarding the issuance of \$5,570,000* General Obligation Corporate Purpose Bonds, Series 2025A.

CITY OF CLIVE, IOWA

/s/ Elizabeth Hansen, Director of Administrative Services

* Preliminary; subject to change.

APPENDIX A

GENERAL INFORMATION ABOUT THE CITY OF CLIVE, IOWA

The \$5,570,000 General Obligation Corporate Purpose Bonds, Series 2025A (the “Bonds”) are general obligations of the City of Clive, Iowa (the “City”) for which the City will pledge its power to levy direct ad valorem taxes against all taxable property within the City without limitation as to rate or amount to the repayment of the Bonds.*

* Preliminary; subject to change.

CITY PROPERTY VALUES

IOWA PROPERTY VALUATIONS

In compliance with Section 441.21 of the Code of Iowa, the State Director of Revenue annually directs the county auditors to apply prescribed statutory percentages to the assessments of certain categories of real property. The Dallas and Polk County Auditors adjusted the final Actual Values for 2023. The reduced values, determined after the application of rollback percentages, are the taxable values subject to tax levy. For assessment year 2023 (applicable for Fiscal Year 2024-25), the taxable value rollback rate is 46.3428% of actual value for residential property; 71.8370% of actual value for agricultural property and 100.0000% of the actual value of utility property. The residential taxable value rollback rate of 46.3428% would apply to the value of each property unit of commercial, industrial and railroad property that exceeds zero dollars (\$0), but does not exceed one hundred fifty thousand dollars (\$150,000) with a taxable value rollback rate of 90.0000% to the value that exceeds one hundred fifty thousand dollars (\$150,000). No adjustment was ordered for utility property because its assessed value did not increase enough to qualify for reduction. Utility property is limited to an 8% annual growth.

The Legislature's intent has been to limit the growth of statewide taxable valuations for the specific classes of property to 3% annually. Political subdivisions whose taxable values are thus reduced or are unusually low in growth are allowed to appeal the valuations to the State Appeal Board, in order to continue to fund present services.

PROPERTY VALUATIONS (1/1/2023 Valuations for Taxes Payable July 1, 2024 through June 30, 2025)

	<u>100% Actual Value</u>	<u>Taxable Value (With Rollback)</u>
Residential	\$2,678,190,494	\$1,223,303,513
Commercial	729,237,886	633,176,972
Industrial	26,654,100	23,464,150
Utilities w/o Gas & Electric	<u>9,762,406</u>	<u>9,762,406</u>
Gross Valuation	\$3,443,844,886	\$1,889,707,041
Less Military Exemption	(1,692,000)	(1,692,000)
Less Homestead Exemption	<u>(4,637,750)</u>	<u>(4,637,750)</u>
Net Valuation	\$3,437,515,136	\$1,883,377,291
TIF Increment (used to compute debt service levies and constitutional debt limit)	\$72,081,677	\$72,081,677
Taxed Separately:		
Ag. Land & Buildings	\$388,740	\$279,256
Gas & Electric Utilities	\$39,821,729	\$12,216,404

2023 GROSS TAXABLE VALUATION BY CLASS OF PROPERTY ¹⁾

	<u>1/1/2023 Taxable Valuation</u>	<u>Percent Total</u>
Residential	\$1,223,303,513	64.32%
Commercial, Industrial and all Utilities	<u>678,619,932</u>	<u>35.68%</u>
Total Gross Taxable Valuation	\$1,901,923,445	100.00%

1) Includes all Utilities but excludes Taxable TIF Increment and Ag. Land & Buildings

TREND OF VALUATIONS

Assessment Year	Payable Fiscal Year	100% Actual Valuation	Taxable Valuation (With Rollback)	Taxable TIF Increment
2020	2021-22	\$2,610,730,641	\$1,642,353,189	\$49,099,993
2021	2022-23	2,827,921,081	1,718,906,274	55,530,130
2022	2023-24	2,955,113,374	1,776,785,023	56,255,462
2023	2024-25	3,549,807,282	1,895,593,695	72,081,677
2024 ¹⁾	2025-26	3,670,394,772	1,966,133,604	82,121,790

1) January 1, 2024 valuations are available on the Iowa Department of Management website and become effective July 1, 2025.

The 100% Actual Valuations, before rollback and after reduction of exemptions, include Ag. Land & Buildings, TIF Increment and Gas & Electric Utilities. The Taxable Valuations, with the rollback and after the reduction of exemptions, includes Gas & Electric Utilities and exclude Taxable TIF Increments and Ag. Land & Buildings. Iowa counties certify operating levies against Taxable Valuations excluding the Taxable TIF Increment and debt service levies are certified against Taxable Valuations including the Taxable TIF Increment.

LARGER TAXPAYERS

Set forth in the following table are the persons or entities which represent larger taxpayers within the boundaries of the City, as provided by the Dallas and Polk County auditor's offices. No independent investigation has been made of and no representation is made herein as to the financial condition of any of the taxpayers listed below or that such taxpayers will continue to maintain their status as major taxpayers in the City. With the exception of the electric and natural gas provider noted below (which is subject to an excise tax in accordance with Iowa Code chapter 437A), the City's mill levy is uniformly applicable to all of the properties included in the table, and thus taxes expected to be received by the City from such taxpayers will be in proportion to the assessed valuations of the properties. The total tax bill for each of the properties is dependent upon the mill levies of the other taxing entities which overlap the properties.

<u>Taxpayer</u> ¹⁾	<u>Type of Property</u>	<u>1/1/2023 Taxable Valuation</u> ²⁾
RJW LLC	Commercial/ Agriculture	\$25,247,223
Mercy Properties	Commercial	20,634,514
HCII-12499 University Avenue LLC ³⁾	Commercial	19,824,514
NCMIC Properties LLC	Commercial	18,474,515
Des Moines Medical Properties LLC	Commercial	18,384,514
PHS Walnut Ridge LLC	Residential	16,864,469
Westridge Urban LLC	Commercial	16,450,415
Menard Inc.	Commercial	16,308,214
HCII-12493 University Avenue LLC	Commercial	12,534,514
Glacier Properties Holding Co.	Residential	12,429,139

1) This list represents some of the larger taxpayers in the City, not necessarily the 10 largest taxpayers.

2) The January 1, 2023, Taxable Valuation listed represents only those valuations associated with the title holder and may not necessarily represent the entire taxable valuation.

3) Formerly MD Realty of Des Moines LLC.

Source: Dallas and Polk County Auditor's Offices

LEVIES AND TAX COLLECTIONS

Collection Period	Levy ¹⁾	Collected During Collection Year ²⁾	Percent Collected
2020-21	\$17,278,218	\$17,314,930	100.21%
2021-22	17,992,381	18,028,102	100.20%
2022-23	18,920,814	18,919,485	99.99%
2023-24	19,542,990	19,558,101	100.08%
2024-25	20,615,075	--- In process of collection ---	

1) Levy includes Regular, Ag. and all Utility properties, as well as Taxable TIF Increment.

2) Collections provided by Polk & Dallas County Auditors and include delinquent taxes from prior years.

Property taxes in Iowa are delinquent each October 1 and April 1 and a late payment penalty of 1.5% per month of delinquency is enforced as of those dates. If delinquent taxes are not paid, the property may be offered at the regular tax sale on the third Monday of June following the delinquency date. Purchasers at the tax sale must pay an amount equal to the taxes, special assessments, interest and penalties due on the property and funds so received are applied to taxes. A property owner may redeem from the regular tax sale but, failing redemption within three years, the tax sale purchaser is entitled to a deed, which in general conveys the title free and clear of all liens except future tax installments.

TAX RATES

<u>Dallas County Resident</u>	FY 2020-21 <u>\$/ \$1,000</u>	FY 2021-22 <u>\$/ \$1,000</u>	FY 2022-23 <u>\$/ \$1,000</u>	FY 2023-24 <u>\$/ \$1,000</u>	FY 2024-25 <u>\$/ \$1,000</u>
Dallas County ¹⁾	4.45572	4.27321	3.89782	3.95118	4.57540
City of Clive	10.14401	10.14268	10.14078	10.14000	9.91971
Waukee CSD	17.80043	17.80270	17.80254	17.80342	17.80429
Des Moines Regional Transit Authority	0.66300	0.62995	0.60414	0.58053	0.58143
Des Moines Area Community College	0.63533	0.67789	0.69448	0.74410	0.75916
Walnut Cemetery	0.01000	0.01400	0.01600	0.00926	0.00800
State of Iowa	<u>0.00270</u>	<u>0.00260</u>	<u>0.00240</u>	<u>0.00180</u>	<u>0.00180</u>
Total Tax Rate City Resident	33.71119	33.54303	33.15816	33.23029	33.64979
<u>Polk County Resident</u>	FY 2020-21 <u>\$/ \$1,000</u>	FY 2021-22 <u>\$/ \$1,000</u>	FY 2022-23 <u>\$/ \$1,000</u>	FY 2023-24 <u>\$/ \$1,000</u>	FY 2024-25 <u>\$/ \$1,000</u>
Polk County ²⁾	10.26623	9.93801	9.60691	9.66460	9.45410
City of Clive	10.14401	10.14268	10.14078	10.14000	9.91971
West Des Moines CSD	13.15863	13.15921	13.15798	13.16057	12.21816
Des Moines Regional Transit Authority	0.66300	0.62995	0.60414	0.58053	0.58143
Des Moines Area Community College	0.63533	0.67789	0.69448	0.74410	0.75916
State of Iowa	<u>0.00270</u>	<u>0.00260</u>	<u>0.00240</u>	<u>0.00180</u>	<u>0.00180</u>
Total Tax Rate City Resident	34.86990	34.55034	34.20669	34.29160	32.93436

1) County rate also includes County Assessor, Ag. Extension and Dallas County Hospital tax rates.

2) County rate also includes County Assessor, Ag. Extension and Broadlawns Medical Center tax rates.

LEVY LIMITS

Pursuant to HF 718 the City’s new adjusted city general fund levy (“ACGFL”) for Fiscal Year 2024-2025 is \$7.00971. To control the growth of property taxes, the ACGFL is subject to potential limitation or reduction by constraining growth each year depending on if certain growth triggers are met or exceeded during the prior year. The levy limitation is only applicable Fiscal Year 2024-2025 through Fiscal Year 2027-2028. Beginning in Fiscal Year 2028-2029, the levy limitation ceases and the City will go to a \$8.10 ACGFL maximum. Certain levies like debt service, pensions, employee benefits and capital improvement reserve fund are not included in the new ACGFL limitation. The City’s recent property valuation growth has often exceeded the new legislative caps. Assuming the City exceeds the legislative caps in the future, the City’s general fund levies will lag its relative valuation growth. For Fiscal Year 2024-25, the City’s non TIF tax valuation growth was 6.69% causing the City’s property tax revenue from the ACGFL to be reduced by 3.0% of its revenues. The City’s Budget for Fiscal Year 2024-25 accommodated this reduction of tax revenues relative to its non-TIF tax valuation growth. Debt service levies are not limited, rather the City is only subject to the aggregate constitutional debt limits. See “DEBT LIMIT” under “CITY INDEBTEDNESS” included in APPENDIX A to this Preliminary Official Statement. See “PROPERTY TAX LEGISLATION” included in APPENDIX A to this Preliminary Official Statement for a discussion of revisions to the administration of the general fund levy beginning in Fiscal Year 2024-25. See also “PAYMENT OF AND SECURITY FOR THE BONDS” herein.

FUNDS ON HAND (Cash and Investments as of December 31, 2024)

General Fund	\$11,662,397.32
Road Use	2,270,050.84
Local Option Sales Tax	2,404,306.47
TIF	1,100,350.81
Trust & Agency	3,239,745.76
Forfeitures/Equitable Sharing	(592.19) ¹⁾
Police Seizures	19,781.88
Debt Service	2,396,130.18
Capital Projects	36,569,385.28
Water Utility	10,046,957.87
Water Utility Deposit	363,782.13
Water Improvement	7,988.15
Sewer Utility	7,793,747.08
Storm Water Utility	980,848.31
Internal Services	(240,294.48) ²⁾
Petty Cash	<u>700.00</u>
Total Cash and Investments	\$78,615,285.41

- 1) Deficit will be eliminated by future forfeitures.
- 2) Deficit will be eliminated by transfers.

CITY INDEBTEDNESS

DEBT LIMIT

Article XI, Section 3 of the State of Iowa Constitution limits the amount of debt outstanding at any time of any county, municipality or other political subdivision to no more than 5% of the actual value of all taxable property within the corporate limits, as taken from the last state and county tax list. The debt limit for the City, based on its 2023 valuation currently applicable to the Fiscal Year 2024-25 follows:

2023 Actual Valuation of Property	\$3,549,807,282 ¹⁾
Legal Debt Limit of 5%	<u>0.05</u>
Legal Debt Limit	\$177,490,364
Less: G.O. Debt Subject to Debt Limit	(53,555,000) *
Less: Developer Rebate Agreements	<u>(362,114)</u>
Net Debt Limit	\$123,573,250 *

1) Actual Valuation as reported by the Iowa Department of Management for the Fiscal Year 2024-25.

DIRECT DEBT

General Obligation Debt Paid by Taxes (Includes the Bonds)

<u>Date of Issue</u>	<u>Original Amount</u>	<u>Purpose</u>	<u>Final Maturity</u>	<u>Principal Outstanding As of 5/8/25</u>
10/13A	\$1,970,000	City Improvements	6/28	\$650,000
9/16	1,515,000	Refunding	6/25	210,000
4/17A	2,150,000	City Improvements	6/26	375,000
4/17B	1,300,000	City Improvements (Taxable)	6/26	305,000
4/19A	3,388,750	City Improvements & Refunding	6/29	1,325,000
4/20A	2,040,000	City Improvements	6/30	1,145,000
4/21A	3,020,000	City Improvements	6/31	1,765,000
4/22A	4,000,000	City Improvements	6/32	3,125,000
5/23A	3,655,000	City Improvements	6/33	3,555,000
5/24A	5,105,000	City Improvements	6/34	5,105,000
5/25A	5,570,000*	City Improvements	6/37	<u>5,570,000*</u>
Subtotal				\$23,130,000*

General Obligation Debt Paid by Water Revenue

<u>Date of Issue</u>	<u>Original Amount</u>	<u>Purpose</u>	<u>Final Maturity</u>	<u>Principal Outstanding As of 5/8/25</u>
4/19A	\$211,000	Refunding	6/26	\$70,000

General Obligation Debt Paid by Tax Increment Revenue

<u>Date of Issue</u>	<u>Original Amount</u>	<u>Purpose</u>	<u>Final Maturity</u>	<u>Principal Outstanding As of 5/8/25</u>
10/19C	\$2,645,000	Street Improvements	6/31	\$1,775,000
11/21C	8,640,000	City Improvements	6/39	8,075,000
11/23B	4,735,000	City Improvements	6/39	4,735,000
11/24B	3,380,000	City Improvements	6/44	<u>3,380,000</u>
Subtotal				\$17,965,000

* Preliminary; subject to change.

General Obligation Debt Paid by Local Option Sales and Services Tax Revenue

<u>Date of Issue</u>	<u>Original Amount</u>	<u>Purpose</u>	<u>Final Maturity</u>	<u>Principal Outstanding As of 5/8/25</u>
10/19B	\$4,510,000	Public Safety Facility	6/39	\$3,550,000
4/20B	5,350,000	Public Safety Facility	6/39	4,465,000
4/21B	5,100,000	Public Safety Facility	6/40	<u>4,375,000</u>
Subtotal				\$12,390,000
Total General Obligation Debt Subject to Debt Limit:				\$53,555,000*

ANNUAL FISCAL YEAR DEBT SERVICE PAYMENTS

General Obligation Debt Paid by Taxes (Includes the Bonds)

<u>Fiscal Year</u>	<u>Current Outstanding</u>		<u>The Bonds</u>		<u>Total Outstanding</u>	
	<u>Principal</u>	<u>Principal & Interest</u>	<u>Principal*</u>	<u>Principal & Interest*</u>	<u>Principal*</u>	<u>Principal & Interest*</u>
2024-25	\$2,436,000	\$2,829,517 ¹⁾	\$0	\$0	\$2,436,000	\$2,829,517 ¹⁾
2025-26	2,324,000	3,007,185	245,000	517,302	2,569,000	3,524,487
2026-27	1,895,000	2,474,195	380,000	623,700	2,275,000	3,097,895
2027-28	2,065,000	2,555,010	395,000	619,700	2,460,000	3,174,710
2028-29	1,965,000	2,361,125	415,000	619,950	2,380,000	2,981,075
2029-30	1,850,000	2,157,600	435,000	619,200	2,285,000	2,776,800
2030-31	1,705,000	1,931,950	460,000	622,450	2,165,000	2,554,400
2031-32	1,500,000	1,657,700	480,000	619,450	1,980,000	2,277,150
2032-33	1,140,000	1,231,000	505,000	620,450	1,645,000	1,851,450
2033-34	<u>680,000</u>	714,000	530,000	620,200	1,210,000	1,334,200
2034-35			550,000	619,000	550,000	619,000
2035-36			575,000	622,000	575,000	622,000
2036-37			<u>600,000</u>	624,000	<u>600,000</u>	624,000
	\$17,560,000		\$5,570,000*		\$23,130,000*	

1) Excludes December 1, 2024 interest payment of \$399,188.

* Preliminary; subject to change.

General Obligation Debt Paid by Water Revenue

<u>Fiscal Year</u>	<u>Total Outstanding</u>	
	<u>Principal</u>	<u>Principal & Interest</u>
2024-25	\$34,000	\$35,750 ¹⁾
2025-26	<u>36,000</u>	37,800
	\$70,000	

1) Excludes the December 1, 2024 interest payment of \$1,750.

General Obligation Debt Paid by Tax Increment Revenue

Fiscal Year	<u>Current Outstanding</u>	
	<u>Principal</u>	<u>Principal & Interest</u>
2024-25	\$895,000	\$1,236,415 ¹⁾
2025-26	1,020,000	1,643,269
2026-27	920,000	1,492,419
2027-28	960,000	1,486,469
2028-29	1,000,000	1,483,619
2029-30	1,045,000	1,483,769
2030-31	1,085,000	1,480,369
2031-32	1,120,000	1,473,869
2032-33	1,160,000	1,477,819
2033-34	1,195,000	1,475,219
2034-35	1,230,000	1,474,669
2035-36	1,260,000	1,467,513
2036-37	1,300,000	1,468,925
2037-38	1,335,000	1,463,900
2038-39	1,380,000	1,466,750
2039-40	195,000	237,400
2040-41	205,000	239,600
2041-42	210,000	236,400
2042-43	220,000	238,000
2043-44	<u>230,000</u>	239,200
	\$17,965,000	

1) Excludes the December 1, 2024 interest payment of \$254,734.

General Obligation Debt Paid by Local Option Sales and Services Tax Revenue

Fiscal Year	<u>Total Outstanding</u>	
	<u>Principal</u>	<u>Principal & Interest</u>
2024-25	\$705,000	\$855,922 ¹⁾
2025-26	720,000	998,243
2026-27	735,000	989,293
2027-28	745,000	974,843
2028-29	760,000	966,218
2029-30	760,000	942,118
2030-31	775,000	942,498
2031-32	795,000	947,045
2032-33	810,000	946,608
2033-34	825,000	945,423
2034-35	845,000	948,510
2035-36	870,000	955,504
2036-37	885,000	951,935
2037-38	910,000	957,468
2038-39	940,000	967,168
2039-40	<u>310,000</u>	316,200
	\$12,390,000	

d

1) Excludes the December 1, 2024 interest payment of \$150,921.

REVENUE DEBT

WRA Issued Revenue Debt Supported by Sewer Utility Revenues

The City is a member of the Des Moines Metropolitan Wastewater Reclamation Authority (“WRA”) and has entered into a financing agreement with the WRA to provide for the City’s share of capital contribution for the construction and ongoing expansion of the metropolitan wastewater system. The City is responsible for a portion of the WRA sewer revenue debt payable from the revenues of their sewer system; its responsibilities pursuant to the WRA Financing Agreement stand as nearly as practicable on a parity and equality of rank with the City’s direct sewer revenue bonds and parity obligations listed previously. The amounts listed below are based on Fiscal Year 2024-25 WRA flows. The debt is as follows:

<u>Date of Issue</u>	<u>Original Amount</u>	<u>Purpose</u>	<u>Final Maturity</u>	<u>Principal Outstanding As of 5/8/25</u>
6/08A	\$404,740	Sewer Improvements (SRF Loan)	6/39	\$408,962 ¹⁾
6/08B	589,120	Sewer Improvements (SRF Loan)	6/39	247,690 ²⁾
6/08D	237,440	Sewer Improvements (SRF Loan)	6/38	94,837 ³⁾
3/09B	752,640	Sewer Improvements (SRF Loan)	6/39	320,665 ⁴⁾
7/09C	782,000	Sewer Improvements (SRF Loan)	6/39	351,127 ⁵⁾
4/10A	188,700	Sewer Improvements (SRF Loan)	6/40	224,097 ⁶⁾
4/10B	595,000	Sewer Improvements (SRF Loan)	6/40	280,817 ⁷⁾
6/10C-1	66,600	Sewer Improvements (SRF Loan)	6/32	58,467 ⁸⁾
6/10C-2	715,950	Sewer Improvements (SRF Loan)	6/32	291,777 ⁹⁾
5/11A	1,866,213	Sewer Improvements (SRF Loan)	6/42	1,277,747 ¹⁰⁾
3/11B	1,318,139	Sewer Improvements (SRF Loan)	6/41	666,705 ¹¹⁾
5/11C	199,603	Sewer Improvements (SRF Loan)	6/41	265,041 ¹²⁾
12/11D	284,544	Sewer Improvements (SRF Loan)	6/43	455,078 ¹³⁾
5/12B	234,456	Sewer Improvements (SRF Loan)	6/42	121,483 ¹⁴⁾
5/12C	546,840	Sewer Improvements (SRF Loan)	6/43	398,035 ¹⁵⁾
5/12D	212,660	Sewer Improvements (SRF Loan)	6/42	149,020 ¹⁶⁾
11/12E	1,040,334	Sewer Improvements (SRF Loan)	6/43	555,941 ¹⁷⁾
11/12F	120,780	Sewer Improvements (SRF Loan)	6/43	64,436 ¹⁸⁾
11/12G	445,500	Sewer Improvements (SRF Loan)	6/44	728,356 ¹⁹⁾
4/13A	250,019	Sewer Improvements (SRF Loan)	6/43	170,637 ²⁰⁾
2/14A	64,498	Sewer Improvements (SRF Loan)	6/34	29,116 ²¹⁾
2/14C	455,059	Sewer Improvements (SRF Loan)	6/34	187,312 ²²⁾
2/14D	312,008	Sewer Improvements (SRF Loan)	6/34	136,718 ²³⁾
1/15A	487,227	Sewer Improvements (SRF Loan)	6/35	213,633 ²⁴⁾
1/15C	135,840	Sewer Improvements (SRF Loan)	6/35	61,347 ²⁵⁾
5/15E	1,798,161	Sewer Revenue Refunding Bonds	6/36	942,843 ²⁶⁾
2/16A	280,496	Sewer Improvements (SRF Loan)	6/35	138,903 ²⁷⁾
2/16E	52,571	Sewer Improvements (SRF Loan)	6/36	24,830 ²⁸⁾
12/16F	1,061,200	Sewer Improvements (SRF Loan)	6/48	797,905 ²⁹⁾
12/17A	1,199,660	Sewer Improvements (SRF Loan)	6/49	997,734 ³⁰⁾
4/18A	132,594	Sewer Improvements (SRF Loan)	6/40	102,582 ³¹⁾
12/18D-1	315,700	Sewer Improvements (SRF Loan)	6/39	259,337 ³²⁾
12/18D-2	252,560	Sewer Improvements (SRF Loan)	6/32	97,994 ³³⁾
12/18E	356,741	Sewer Improvements (SRF Loan)	6/40	298,629 ³⁴⁾
12/18F	189,420	Sewer Improvements (SRF Loan)	6/39	79,201 ³⁵⁾
12/19A	380,016	Sewer Improvements (SRF Loan)	6/39	275,954 ³⁶⁾
12/20B	349,440	Sewer Improvements (SRF Loan)	6/42	340,333 ³⁷⁾
4/21A	1,828,295	Sewer Revenue Refunding Bonds	6/34	1,290,004 ³⁸⁾
6/22A	617,618	Sewer Improvements (SRF Loan)	6/43	579,083 ³⁹⁾
12/22B	245,484	Sewer Improvements (SRF Loan)	6/43	147,161 ⁴⁰⁾

(Continued on next page)

<u>Date of Issue</u>	<u>Original Amount</u>	<u>Purpose</u>	<u>Final Maturity</u>	<u>Principal Outstanding As of 5/8/25</u>
12/22C	\$333,520	Sewer Improvements (SRF Loan)	6/43	\$309,099 ⁴¹⁾
12/22D	800,448	Sewer Improvements (SRF Loan)	6/54	776,424 ⁴²⁾
5/23A	927,830	Sewer Improvements (SRF Loan)	6/46	911,710 ⁴³⁾
6/24B	739,662	Sewer Revenue Bonds	6/39	739,662 ⁴⁴⁾
8/24C	223,516	Sewer Improvements (SRF Loan)	6/44	223,516 ⁴⁵⁾
8/24D	294,100	Sewer Improvements (SRF Loan)	6/55	294,100 ⁴⁶⁾
12/24E	294,100	Sewer Improvements (SRF Loan)	6/46	294,100 ⁴⁷⁾
2/25A	347,038	Sewer Improvements (SRF Loan)	6/34	347,038 ⁴⁸⁾
Total				\$18,027,186

The amounts listed represent the City's share of the principal payments of the various WRA bond issues. Other participating WRA communities pay the remaining amounts. Flow-based allocations are subject to change on an annual basis; as such the amount outstanding may be greater than the amount issued due to fluctuations in flow.

Notes:

- 1) The City's flow-based share of the WRA's Series 2008A SRF loan outstanding in the amount of \$10,278,000.
- 2) The City's flow-based share of the WRA's Series 2008B SRF loan outstanding in the amount of \$4,090,000.
- 3) The City's flow-based share of the WRA's Series 2008D SRF loan outstanding in the amount of \$1,566,000.
- 4) The City's flow-based share of the WRA's Series 2009B SRF loan outstanding in the amount of \$5,295,000.
- 5) The City's flow-based share of the WRA's Series 2009C SRF loan outstanding in the amount of \$5,798,000.
- 6) The City's flow-based share of the WRA's Series 2010A SRF loan outstanding in the amount of \$5,632,000.
- 7) The City's flow-based share of the WRA's Series 2010B SRF loan outstanding in the amount of \$4,637,000.
- 8) The City's flow-based share of the WRA's Series 2010C-1 SRF loan outstanding in the amount of \$1,988,000.
- 9) The City's flow-based share of the WRA's Series 2010C-2 SRF loan outstanding in the amount of \$9,921,000.
- 10) The City's flow-based share of the WRA's Series 2011A SRF loan outstanding in the amount of \$43,446,000.
- 11) The City's flow-based share of the WRA's Series 2011B SRF loan outstanding in the amount of \$11,009,000.
- 12) The City's flow-based share of the WRA's Series 2011C SRF loan outstanding in the amount of \$6,661,000.
- 13) The City's flow-based share of the WRA's Series 2011D SRF loan outstanding in the amount of \$11,437,000.
- 14) The City's flow-based share of the WRA's Series 2012B SRF loan outstanding in the amount of \$2,006,000.
- 15) The City's flow-based share of the WRA's Series 2012C SRF loan outstanding in the amount of \$13,534,000.
- 16) The City's flow-based share of the WRA's Series 2012D SRF loan outstanding in the amount of \$5,067,000.
- 17) The City's flow-based share of the WRA's Series 2012E SRF loan outstanding in the amount of \$9,180,000.
- 18) The City's flow-based share of the WRA's Series 2012F SRF loan outstanding in the amount of \$1,064,000.
- 19) The City's flow-based share of the WRA's Series 2012G SRF loan outstanding in the amount of \$18,305,000.
- 20) The City's flow-based share of the WRA's Series 2013A SRF loan outstanding in the amount of \$5,802,000.
- 21) The City's flow-based share of the WRA's Series 2014A SRF loan outstanding in the amount of \$990,000.
- 22) The City's flow-based share of the WRA's Series 2014C SRF loan outstanding in the amount of \$3,093,000.
- 23) The City's flow-based share of the WRA's Series 2014D SRF loan outstanding in the amount of \$3,436,000.
- 24) The City's flow-based share of the WRA's Series 2015A SRF loan outstanding in the amount of \$5,369,000.
- 25) The City's flow-based share of the WRA's Series 2015C SRF loan outstanding in the amount of \$1,013,000.
- 26) The City's flow-based share of the WRA's Series 2015E Sewer Revenue Refunding Bonds outstanding in the amount of \$21,645,000.
- 27) The City's flow-based share of the WRA's Series 2016A SRF loan outstanding in the amount of \$4,723,000.
- 28) The City's flow-based share of the WRA's Series 2016E SRF loan outstanding in the amount of \$410,000.
- 29) The City's flow-based share of the WRA's Series 2016F SRF loan outstanding in the amount of \$34,561,000.
- 30) The City's flow-based share of the WRA's Series 2017A SRF loan outstanding in the amount of \$33,925,000.
- 31) The City's flow-based share of the WRA's Series 2018A SRF loan outstanding in the amount of \$3,488,000.
- 32) The City's flow-based share of the WRA's Series 2018D-1 SRF loan outstanding in the amount of \$8,818,000.
- 33) The City's flow-based share of the WRA's Series 2018D-2 SRF loan outstanding in the amount of \$3,332,000.
- 34) The City's flow-based share of the WRA's Series 2018E SRF loan outstanding in the amount of \$10,154,000.
- 35) The City's flow-based share of the WRA's Series 2018F SRF loan outstanding in the amount of \$2,693,000.
- 36) The City's flow-based share of the WRA's Series 2019A SRF loan outstanding in the amount of \$9,383,000.
- 37) The City's flow-based share of the WRA's Series 2020B SRF loan outstanding in the amount of \$11,572,000.
- 38) The City's flow-based share of the WRA's Series 2021A Sewer Revenue Refunding Bonds outstanding in the amount of \$30,570,000.
- 39) The City's flow-based share of the WRA's Series 2022A SRF loan outstanding in the amount of \$19,690,000.
- 40) The City's flow-based share of the WRA's Series 2022B SRF loan outstanding in the amount of \$2,430,000. The WRA reissued Series 2022B on November 1, 2024 to recognize \$1,000,000 of loan forgiveness.
- 41) The City's flow-based share of the WRA's Series 2022C SRF loan outstanding in the amount of \$10,510,000.
- 42) The City's flow-based share of the WRA's Series 2022D SRF loan outstanding in the amount of \$26,400,000.
- 43) The City's flow-based share of the WRA's Series 2023A SRF loan outstanding in the amount of \$31,000,000.
- 44) The City's flow-based share of the WRA's Series 2024B Sewer Revenue Bonds outstanding in the amount of \$25,150,000.
- 45) The City's flow-based share of the WRA's Series 2024C SRF loan outstanding in the amount of \$7,600,000.
- 46) The City's flow-based share of the WRA's Series 2024D SRF loan outstanding in the amount of \$10,000,000.
- 47) The City's flow-based share of the WRA's Series 2024E SRF loan outstanding in the amount of \$10,000,000.
- 48) The City's flow-based share of the WRA's Series 2025A SRF loan outstanding in the amount of \$11,800,000.

OVERLAPPING DEBT

<u>Taxing District</u>	<u>1/1/2023 Taxable Valuation</u> ¹⁾	<u>Taxable Valuation within City</u>	<u>Percent In City</u>	<u>G.O. Debt</u> ²⁾	<u>City's Proportionate Share</u>
Polk County	\$36,021,746,937	\$1,305,684,030	3.62%	\$307,887,000	\$11,145,509
Dallas County	10,055,960,846	662,270,598	6.59%	18,760,000	1,236,284
West Des Moines CSD	6,102,303,067	1,305,684,030	21.40%	40,105,000	8,582,470
Waukee CSD	7,548,038,828	662,270,598	8.77%	351,675,000	30,841,898
DMACC	67,526,147,035	1,967,954,628	2.91%	82,485,000	<u>2,400,314</u>
City share of total overlapping debt					\$54,206,475

- 1) Taxable Valuation is less military exemption and includes Ag. Land & Buildings, Taxable TIF Increment and all Utilities.
2) Includes general obligation bonds, PPEL notes, certificates of participation and new jobs training certificates. Estimate as of January 17, 2025, based on publicly available information.

DEBT RATIOS

	<u>G.O. Debt</u>	<u>Debt/Actual Market Value (\$3,549,807,282) ¹⁾</u>	<u>Debt/18,601 Population ²⁾</u>
Total General Obligation Debt	\$53,555,000*	1.51%*	\$2,879.15*
City's share of overlapping debt	\$54,206,475	1.53%	\$2,914.17

- 1) Based on the City's 2023 Actual Valuation; includes Ag. Land & Buildings, all Utilities and Taxable TIF Increment.
2) Based on the City's 2020 U.S. Census.

* Preliminary; subject to change.

THE CITY

CITY GOVERNMENT

The City was organized as a municipality in 1956 and is governed under a Mayor-Council form of government which provides, by ordinance, for a City Manager to be appointed by the Council to serve the City. Mr. Matt McQuillen serves as the City Manager. Mr. McQuillen previously served as the Assistant City Manager from March 2011 until he moved into the City Manager role in January 2018. The five-member City Council is elected at large to represent the City.

The City owns their sanitary sewer and water distribution systems. The water and sewer systems are served by the Des Moines Water Works and Wastewater Reclamation Authority respectively, under the direction of the Council and supervision of the Public Works Director. A full-time police department and combined full-time and part-time fire department protect the public safety.

EMPLOYEES AND PENSIONS

The City currently has 137 full-time employees and 36 part-time employees. The City's total employee count increases by approximately 145 during summer months due to operations of the City's Aquatic Center and summer programs.

The City participates in two statewide employee retirement systems, the Iowa Public Employees Retirement System ("IPERS") and the Municipal Fire and Police Retirement System of Iowa ("MFPRSI"). The State of Iowa administers IPERS and a nine-member board of trustees governs the MFPRSI. Though separate and apart from state government, the MFPRSI board is authorized by the state legislature, which also establishes by statute the pension and disability benefits and the system's funding mechanism. All full-time employees, except the city manager, must participate in either IPERS or MFPRSI.

Iowa Public Employees Retirement System: The City contributes to IPERS, which is a cost-sharing, multiple-employer, contributory defined, benefit public employee retirement system administered by the State of Iowa. IPERS provides retirement and death benefits, which are established by State statute, to plan members and beneficiaries. IPERS is authorized to adjust the total contribution rate up or down each year, by no more than one percentage point, based upon the actuarially required contribution rate. For the Fiscal Year ending June 30, 2024, regular members contributed 6.29% of payroll and the City contributed 9.44% of payroll, for a total rate of 15.73%. Protection occupation members contributed 6.21% of covered payroll and the City contributed 9.31% of covered payroll, for a total rate of 15.52%. The City's contributions to IPERS for the past three fiscal years, as shown below, equal the required contributions for each year.

	<u>FY 2021-22</u>	<u>FY 2022-23</u>	<u>FY 2023-24</u>
IPERS City Contribution	\$800,211	\$891,346	\$909,063

As of June 30, 2024, the City reported a liability of \$3,474,651 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2023 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City's proportion of the net pension liability was based on the City's share of contributions to the pension plan relative to the contributions of all IPERS participating employers. As of June 30, 2023, the City's proportion was 0.076981%, which was an increase of 0.011607% from its proportion measured as of June 30, 2022.

The IPERS ACFR is available on the IPERS website, or by contacting IPERS at 7401 Register Drive P.O. Box 9117, Des Moines, IA 50321.

Municipal Fire and Police Retirement System of Iowa: The City contributes to MFPRSI, which is a cost-sharing, multiple-employer, defined benefit pension plan mandatory for the City's firefighters and police officers. MFPRSI provides retirement, disability, and death benefits to plan members and beneficiaries. Benefit provisions are established by State statute, and vest after four years of credited service.

MFPRSI plan members are required to contribute a percentage of their annual covered salary, and the City is required to contribute at an actuarially determined rate of annual covered payroll. The contribution requirements of plan members and the City are established, and may be amended by State statute. The City’s contributions to MFPRSI for the past three fiscal years, as shown below, equal the required contributions for each year.

	<u>FY 2021-22</u>	<u>FY 2022-23</u>	<u>FY 2023-24</u>
MFPRSI City Contribution	\$550,963	\$560,243	\$552,068

As of June 30, 2024, the City reported a liability of \$4,048,076 for its proportionate share of the net pension liability. The net pension liability was measured as of June 30, 2023 and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The City’s proportion of the net pension liability was based on the City’s share of contributions to the pension plan relative to the contributions of all MFPRSI participating employers. As of June 30, 2023, the City’s proportion was 0.646452% which was an increase of 0.023345% from its proportion measured as of June 30, 2022.

The MFPRSI Independent Auditors Report is available on the MFPRSI website, or by contacting MFPRSI at 7155 Lake Drive, Suite 201, West Des Moines, IA 50266.

For additional information on the City’s pensions, refer to Note 5 - “PENSION AND RETIREMENT SYSTEMS”, beginning on page 23 of the City’s June 30, 2024 Independent Auditor’s Reports contained in APPENDIX C to this Preliminary Official Statement.

Bond Counsel, the City and the Municipal Advisor undertake no responsibility for and make no representations as to the accuracy or completeness of the information available from IPERS and MFPRSI discussed above or included on the IPERS and MFPRSI websites, including, but not limited to, updates of such information on the State Auditor’s website or links to other internet sites accessed through the IPERS and MFPRSI websites.

Deferred Compensation: The City offers its employees a deferred compensation plan created in accordance with Internal Revenue Code Section 457, as amended on August 20, 1996. The plan, available to all full-time City employees, permits them to defer a portion of their salary until future years. The City will match the employee’s contribution up to a maximum between 1.0% and 3.5%. The maximum match will vary based on the employee’s years of service and if they are a department director or not. The City’s contribution shall not exceed the amount of the employee’s contribution. Members of MFPRSI hired after January 1, 2011 are not eligible for the City’s contributions. The deferred compensation is held in trust for the exclusive benefit of participants (or their beneficiaries in the event of the participant’s death) until termination, retirement, death or an unforeseeable emergency. The City provides neither administrative service to the plan nor investment advice for the plan. Part-time employees who work an average of 20 or more hours per week and have worked for the City longer than one year, are allowed to voluntarily participate in the 457 Plan. The City will not contribute any funds to the plans of part-time participants.

OTHER POST EMPLOYMENT BENEFITS

For employees wishing to voluntarily retire prior to the age of 65, who are a minimum of 55 years of age at the time of retirement, have at least 20 years of service, and wish to remain on the City employee health insurance plan, the City will assist the employee with the cost of single coverage health insurance until that employee reaches the age eligible to receive Medicare, according to a schedule based upon length of continued regular full-time service to the City. The City will also provide \$10,000 in life insurance coverage until age 65. Dental and vision coverage can be continued at the expense of the employee. After the retiree reaches the Medicare eligible age, any dependent the retiree has covered under the City’s employee health plan may continue their coverage under the City’s plan for three more years, or until the dependent reaches the Medicare eligible age, whichever occurs first. The retiree is responsible for expenses related to the policy.

As of June 30, 2024, there were 118 active members and 12 retired/disabled members in the plan. The City currently finances the retiree benefit plan on a pay-as-you-go basis. As of June 30, 2024, active member monthly premiums for the City and plan members were \$535-\$666 for single coverage, \$1,265-\$1,536 for employee and spouse/child, and \$1,307-\$1,754 for family coverage per month. The same monthly premiums apply to retirees. For the Fiscal Year ended June 30, 2024, the City contributed \$172,101 to the plan with retirees reimbursing the City \$94,825.

For additional information on the City’s OPEB, refer to Note 14 - “OTHER POST-EMPLOYMENT BENEFITS (OPEB)”, beginning on page 34 of the City’s June 30, 2024, Independent Auditor’s Reports contained in APPENDIX C to this Preliminary Official Statement.

UNION CONTRACTS

The City currently has negotiated contracts with the following unions:

<u>Union Name</u>	<u>Contract Expiration Date</u>
Teamsters Local Union 238	6/30/2025 ¹⁾
Local Union 5055 Clive Professional Fire Fighters	6/30/2025 ¹⁾

1) The City began new contract negotiations in December 2024.

INSURANCE

The City’s insurance coverage is as follows:

<u>Type of Insurance</u>	<u>Occurrence/Aggregate Limit</u>
Workers’ Compensation	Statutory coverage
General Liability	
General aggregate limit (other than products-completed operations)	\$2,000,000 / Occurrence
Products (completed operations aggregate limit)	\$2,000,000
Personal and advertising injury limit	\$2,000,000
Fire damage limit	\$2,000,000 Limit
Medical expenses limit	\$10,000
Commercial Inland Marine	
Contractor’s equipment & miscellaneous property	\$5,650,455 Limit
Commercial Auto	
Liability	\$2,000,000 / Occurrence
Uninsured motorists	\$40,000
Underinsured motorists	\$40,000
Excess Liability	\$13,000,000
Cybersecurity Breach	\$2,000,000
Law Enforcement	\$2,000,000 / Occurrence
Wrongful Acts (Official error & omissions)	\$2,000,000 / Occurrence

GENERAL INFORMATION

LOCATION AND TRANSPORTATION

The City, with a 2020 City Census population of 18,601, comprises an area of over 4,700 land acres. The City is located in central Iowa, and is bounded on the east by the City of Windsor Heights, on the north by the City of Urbandale, on the south by the City of West Des Moines and on the west by the City of Waukee. Highways that serve the City include U.S. Interstate Highways No. 35, 80 and 235 and IA 6. Commercial airline service is available at Des Moines International Airport.

LARGER EMPLOYERS

There are many employment opportunities within the greater Des Moines metropolitan area. A representative list of larger employers located within the City is as follows:

<u>Employer</u>	<u>Type of Business</u>	<u>Approximate Number of Employees</u>
Wittern Group	Automated Dispensing Equip.	550
Willis Auto Campus	Vehicle Sales	331
Menards	Home Improvement Store	200
West Des Moines Community School District	Education	185 ¹⁾
Waukee Community School District	Education	185 ¹⁾
City of Clive	Municipal Government	173
Vision Electric & Plumbing	Utility Services	161
Mercy West Clive Medical Center	Health Services	150
Stew Hansen Hyundai	Vehicle Sales	125
Iowa Digestive Disease Center	Health Services	125
MercyOne Wellness Campus	Health Services	120
NCMIC Group, Inc.	Insurance	119
Nebraska Furniture Mart	Furniture/Appliance Sales	100
MercyOne Wellness Campus	Health Services	100
Chicago Bridge and Iron	Steel/Metal Goods	100
ReMax Precision	Real Estate	94
Marzetti Frozen Pasta	Food Distribution	93
Fareway Stores, Inc.	Grocery Store	85
Kohls Department Store	Retail Sales	75
Smart Honda	Vehicle Sales	70
Carrier Access, Inc.	Technology Solutions	65
Auto Jet Muffler Corporation	Vehicle Maintenance	65
McClure Engineering	Engineering Services	60
Progressive Insurance	Insurance	60
Clive Behavioral Health	Health Services	60
MercyOne Clive Rehabilitation Hospital	Health Services	55
Capital Orthopedics and Sports Medicine	Health Services	55
GreenState Credit Union	Financial Banking	50
Oral Surgeons PC	Health Services	50
ServiceMaster by Rice	Home Improvement	50

1) Represents only the number of school district employees located within the City.

Source: The City of Clive, the Greater Des Moines Partnership and company inquiries. The list is updated frequently as changes are identified and is not to be construed as a complete profile.

RETAIL SALES

<u>Fiscal Year</u>	<u>Retail Sales</u>	<u>Taxes Collected</u>	<u>Number of Business</u> ¹⁾
2020	\$430,949,320	\$25,743,846	572
2021	460,635,167	27,530,720	587
2022	582,895,524	34,863,462	569
2023	618,363,434	36,978,924	555 ³⁾
2024 ²⁾	595,459,106	35,600,771	665

- 1) The number of businesses is estimated by dividing the total number of quarterly returns filed during the fiscal year by four.
2) Estimated based on information compiled from the Iowa Department of Revenue Quarterly Reports for FY 2023-24. The Iowa Retail Sales & Use Tax Annual Report for FY 2023-24 was not available as of the date of this Preliminary Official Statement.
3) The Iowa Department of Revenue Quarterly Reports report the number of returns filed, not the number of businesses.

Source: Iowa Department of Revenue; Iowa Retail Sales & Use Tax Annual Reports

BUILDING PERMITS

City officials reported the following construction activity as of December 31, 2024. Permits for the City are reported on a calendar year basis.

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
<u>Single Family Homes:</u>					
No. of new homes:	123	78	106	150	107
Valuation:	\$47,939,743	\$29,684,137	\$46,402,885	\$68,481,472	\$56,929,789
<u>Multiple Family Dwellings:</u> ¹⁾					
No. of new buildings:	4	4	3	0	12
Valuation:	\$1,035,140	\$1,035,140	\$953,706	\$0	\$4,342,900
<u>Dwelling Additions & Alterations</u>					
Valuation:	\$1,342,907	\$1,540,585	\$1,730,865	\$3,047,689	\$3,093,428
<u>Commercial/Industrial/Other:</u>					
No. of new buildings:	5	2	4	4	5
Valuation:	\$19,436,449	\$9,134,000	\$33,954,777	\$11,618,519	\$4,113,481
<u>Additions & Alterations</u>					
Valuation:	\$8,942,146	\$8,279,107	\$16,242,570	\$6,419,790	\$11,080,727
Total Permits	132	84	113	154	124
Total Valuations	\$78,696,385	\$49,672,969	\$99,284,803	\$89,567,470	\$79,560,324

- 1) Includes townhomes.

U.S. CENSUS DATA

Population Trend:

1990 U.S. Census	7,462
2000 U.S. Census	12,855
2005 Special City Census	14,125
2010 U.S. Census	15,447
2015 Special City Census	17,506
2020 U.S. Census	18,601

Source: U.S. Census Bureau and the City

UNEMPLOYMENT RATES

		<u>Des Moines MSA</u>	<u>State of Iowa</u>
Annual Averages:	2020	5.4%	5.2%
	2021	3.8%	3.8%
	2022	2.7%	2.8%
	2023	2.8%	2.9%
	2024	3.0%	3.0%

Source: U.S. Bureau of Labor Statistics

EDUCATION

Public education is provided to the City by the West Des Moines Community School District, Waukee Community School District and parochial schools.

The Waukee Community School District provides public education with an October 2024 certified enrollment of 14,016.7. The Waukee Community School District, with approximately 2,444 full-time and part-time employees, owns and operates seventeen school buildings comprised of ten elementary schools, three middle schools, two grade eighth/ninth schools, and two high schools grades ten through twelve, which includes an innovation and learning center.

The West Des Moines Community School District provides public education with an October 2024 certified enrollment of 8,525.8. The West Des Moines Community School District, with approximately 1,387 full-time and part-time employees, owns and operates thirteen school buildings comprised of eight elementary schools, two middle schools, one ninth grade school, one high school and one alternative high school.

Continuing educational opportunities within commuting distance include Drake University (Des Moines), Grand View University (Des Moines), Upper Iowa University (West Des Moines), Des Moines Area Community College (Ankeny), Iowa State University (Ames) and Simpson College (Indianola).

FINANCIAL SERVICES

Financial services for the City are provided by Peoples Bank and branch offices of Bank of the West, Bankers Trust Company, N.A., First American Bank, Great Southern Bank, Great Western Bank, Legacy Bank, Lincoln Savings Bank and Wells Fargo Bank, N.A. Peoples Bank and Wells Fargo Bank, N.A. offices located within the City report deposits as of June 30th for each year as follows:

<u>Year</u>	<u>Peoples Bank</u>	<u>Wells Fargo Bank, N.A.</u>
2020	\$56,039,000	\$756,907,000
2021	57,914,000	782,737,000
2022	56,089,000	735,056,000
2023	68,853,000	615,935,000
2024	78,625,000	409,455,000

Source: Federal Deposit Insurance Corporation

APPENDIX B

FORM OF LEGAL OPINION

APPENDIX C

JUNE 30, 2024 INDEPENDENT AUDITOR’S REPORTS

APPENDIX D

FORM OF CONTINUING DISCLOSURE CERTIFICATE

OFFICIAL BID FORM

TO: The City Council of
City of Clive, Iowa

Sale Date: April 24, 2025
10:00 A.M., Central Time

RE: \$5,570,000* General Obligation Corporate Purpose Bonds, Series 2025A (the "Bonds")

This bid is a firm offer for the purchase of the Bonds identified in the TERMS OF OFFERING, on the terms set forth in this OFFICIAL BID FORM and TERMS OF OFFERING, and is not subject to any conditions, except as permitted by the TERMS OF OFFERING. By submitting this bid, we confirm that we have an established industry reputation for underwriting new issuance of municipal bonds.

For all or none of the above Bonds, in accordance with the TERMS OF OFFERING, we will pay you \$ _____ (not less than \$5,514,300) plus accrued interest to date of delivery for fully registered bonds bearing interest rates and maturing in the stated years as follows:

<u>Coupon</u>	<u>Maturity</u>	<u>Yield</u>	<u>Coupon</u>	<u>Maturity</u>	<u>Yield</u>
_____	2026	_____	_____	2032	_____
_____	2027	_____	_____	2033	_____
_____	2028	_____	_____	2034	_____
_____	2029	_____	_____	2035	_____
_____	2030	_____	_____	2036	_____
_____	2031	_____	_____	2037	_____

* Preliminary; subject to change. The aggregate principal amount of the Bonds is subject to increase or reduction by the City or its designee after the determination of the successful bidder. The City may increase or decrease each scheduled maturity in increments of \$5,000 but the total amount to be issued will not exceed \$5,650,000. Interest rates specified by the successful bidder for each maturity will not change. Final adjustments shall be in the sole discretion of the City.

The dollar amount of the purchase price proposed by the successful bidder will be changed if the aggregate principal amount of the Bonds is adjusted as described above. Any change in the principal amount of any maturity of the Bonds will be made while maintaining, as closely as possible, the successful bidder's net compensation, calculated as a percentage of bond principal. The successful bidder may not withdraw or modify its bid as a result of any post-bid adjustment. Any adjustment shall be conclusive, and shall be binding upon the successful bidder.

We hereby designate that the following Bonds to be aggregated into term bonds maturing on June 1 of the following years and in the following amounts (leave blank if no term bonds are specified):

<u>Years Aggregated</u>	<u>Maturity Year</u>	<u>Aggregate Amount</u>
_____ through _____	_____	_____
_____ through _____	_____	_____
_____ through _____	_____	_____

In making this offer we accept all of the terms and conditions of the TERMS OF OFFERING published in the Preliminary Official Statement dated April 10, 2025. In the event of failure to deliver these Bonds in accordance with the TERMS OF OFFERING as printed in the Preliminary Official Statement and made a part hereof, we reserve the right to withdraw our offer, whereupon the deposit accompanying it will be immediately returned. All blank spaces of this offer are intentional and are not to be construed as an omission.

Not as a part of our offer, the above quoted prices being controlling, but only as an aid for the verification of the offer, we have made the following computations:

NET INTEREST COST: \$ _____

TRUE INTEREST COST: _____ % (Based on dated date of May 8, 2025)

Account Manager: _____ By: _____

Account Members: _____

The foregoing offer is hereby accepted by and on behalf of the City Council of City of Clive, Iowa this 24th day of April, 2025.

Attest: _____ By: _____

Title: _____ Title: _____



Memo

TO: Mayor and Council members

FROM: Matthew Graham, City Clerk

DATE: April 10, 2025

RE: 1st Consideration of Proposed Ordinance 1162 Amending Title 1, Chapter 9D, Section 2 ("Appointment and Term")

SYNOPSIS:

At the March 27th Council Meeting, the Council considered an ordinance (Ordinance No. 1158) to extend the allowable term of the City Manager's appointment. However, following discussion, the motion died due to a lack of a second, and Council directed staff to return with a revised approach that removes the specification of the length of the fixed term.

Staff has now drafted a new ordinance (Ordinance No. 1162) to accomplish Council's desire to allow the specific term length to be dealt with by way of the City Manager's employment agreement, while ensuring compliance with Iowa Code § 362.2(15), which requires city "officers" to be appointed for a "fixed term."

Staff continues to recommend that Council waive the rule requiring three separate readings and move forward with immediate adoption, so that this policy change may be implemented ahead of the City Manager's employment agreement renewal consideration this summer.

If you have any questions or require further information, please let me know.

Attachments:

1. Ordinance 1162 AMENDING TITLE 1, CHAPTER 9D, SECTION 2 ("APPOINTMENT AND TERM")

ORDINANCE NO. 1162

AN ORDINANCE AMENDING THE 2024 CODE OF ORDINANCES OF THE CITY OF CLIVE, IOWA, BY AMENDING TITLE 1, CHAPTER 9D, SECTION 2 (“APPOINTMENT AND TERM”) TO DEFINE THE CITY MANAGER’S MAXIMUM APPOINTMENT TERM AS A "FIXED TERM" ESTABLISHED BY EMPLOYMENT AGREEMENT OR RESOLUTION

WHEREAS, Section 1-9D-2 of the 2024 Code of Ordinances of the City of Clive, Iowa (“Clive City Code”), currently provides that the City Manager shall be appointed for a term not to exceed two years; and

WHEREAS, the City Council of the City of Clive, Iowa, desires to amend the allowable term of appointment to a fixed term to be established in the City Manager’s employment agreement or by separate resolution of the City Council, with all other provisions remaining unchanged;

NOW, THEREFORE, BE IT ENACTED BY THE CITY COUNCIL OF THE CITY OF CLIVE, IOWA:

SECTION 1. SECTION MODIFIED. Title 1, Chapter 9D, Section 2 of the 2024 Code of Ordinances of the City of Clive, Iowa, is hereby repealed in its entirety and replaced with the following:

1. 1-9D-2: APPOINTMENT AND TERM.

The City Manager shall be appointed by a majority vote of the City Council for a fixed term to be established in the City Manager’s employment agreement or by separate resolution of the City Council. Such appointment may be renewed, extended, or otherwise modified by the City Council upon expiration of that term, pursuant to applicable law and the City Code. The City Manager shall hold office at the discretion of the Council and shall be subject to removal by a majority vote thereof.

SECTION 2. REPEALER. All parts of the “2024 CODE OF ORDINANCES OF THE CITY OF CLIVE, IOWA,” in conflict herewith are hereby repealed.

SECTION 3. SEVERABILITY CLAUSE. If any section, provision, sentence, clause, phrase, or part of this Ordinance shall be adjudged to be invalid or unconstitutional, such adjudication shall not affect the validity of this Ordinance as a whole or any section, provision, sentence, clause, phrase, or part thereof not adjudged invalid or unconstitutional.

SECTION 4. WHEN EFFECTIVE. This Ordinance shall be in effect from and after its final passage, approval, and publication as provided by law.

PASSED AND APPROVED by the City Council on the 10th day of April, 2025.

Matthew D. Graham, City Clerk

John Edwards, Mayor

Ordinance No. 1162 authenticated this 10th day of April 2025.

Matthew D. Graham, City Clerk

John Edwards, Mayor

Officially published on the ____ day of _____ 2025 in the Des Moines Register.

CERTIFIED BY:

Matthew D. Graham, City Clerk



Memo

TO: Mayor and Council members

FROM: Matt McQuillen, City Manager

DATE: April 10, 2025

RE: Reimagine DART Update - DART CEO Amanda Wanke

SYNOPSIS:

Representatives and consultants from DART will be in attendance at the April 10 meeting to provide an update to the City Council on the Reimagine DART activities and provide the latest information on recommendations the consultant team is looking at for reimagining DART's public transit system here in the DSM Metro Area. DART CEO Amanda Wanke will be in attendance, along with other DART staff and the consultant team that DART has hired for this Reimagine effort will be participating virtually in the meeting.

Attachments:

None